

**UNOFFICIAL MINUTES OF MEETING**  
**To be approved at the next regular monthly Town Board meeting**

**TOWN OF MONROE**  
**N3302 Monroe Road, Monroe, WI**  
**Thursday, September 21, 2023, Monthly Business Meeting**

The meeting was brought to order by Chair, Duane Zimmerman at 1:30 p.m.

The Clerk verified that the open meeting notices were posted on September 20, 2023, on the Town of Monroe website, at the Monroe Town Hall and Recycling Center. WEKZ and the Monroe Times were also notified.

Board members present: Duane Zimmerman, Chad Spotts, Mike Lambert

Clerk/Treasurer present: Peggy Murphy

Other attendees: Jim Becker, Phil Vosberg

Minutes of the August 24, 2023, regular monthly meeting were emailed to Town Board members and will be posted on the website upon approval at this meeting. Motion by Spotts, seconded by Lambert to accept the regular monthly meeting minutes.

**Public Input** (Limit of 5 minutes per person)

None

**Discussion/possible action on new contract and revaluation from Associated Appraisal Consultants**

Reviewed contract and reevaluation information from Associated Appraisal Consultants and Board agreed to the 5 year contract and an exterior reevaluation.

Motion by Zimmerman, seconded by Lambert to approve the contract and reevaluation.

**Discussion/possible action on Zoning change from agricultural to commercial for Santos Tinoco at 1506 31st Avenue, for a new grocery store**

Motion by Lambert, seconded by Spotts to change zoning on the new grocery store.

Zimmerman signed the form to return to the owner.

**Discussion/possible action on Holding tank install for Santos Tinoco at 1506 31st Avenue**

Lambert called Zoning Department to inquire about having a holding tank. This is a last resort when a proper drain field is not able to be established. The township will be responsible for ensuring that the holding tank is pumped and report sent to the County.

Motion by Spotts, seconded by Zimmerman to approve the holding tank installation.

**Discussion/possible action on Conditional Use Permit for Jim Becker at County KK outlet**

Jim Becker was present. This request is to sell farm equipment / tractors, so Zoning requires a Conditional Use Permit from the Town to submit to the Green County Zoning Department. He intends to sell electric tractors.

Motion by Spotts, seconded by Lambert to approve the permit. Zimmerman signed the Conditional Use Permit form.

**Discussion/possible action on opening County N from Iliff Road south into Monroe for ATV / UTV use**

Zimmerman spoke with Kevin Weiss and he was asking if the township would consider recommending to the county to open this section of County N.

Board will not take any action at this time.

**Discussion/possible action on noise complaints regarding Olson Logging company on Monroe/Sylvester Road**

Zimmerman has communicated with Carol Bergen who lives on Monroe Sylvester Road (to the south on the same side of the road) – read text from her dated 8/30 – about the early and late hours of operation by Olson Logging and weekends. Hours for operation at Olson Logging is 8 a.m. – 5 p.m. Brights lights and racket regarding 13 hours of noise. She has had to cancel Father’s Day plans with her family at her house. She has not contacted Olson Logging directly.

The Town of Monroe does not have a noise ordinance. Logging is considered agricultural, so if a noise ordinance was put into place for this type of business, it would be regulating all agriculture settings.

The Board recommends having the resident contact Olson Logging and talking through the issues and hopefully be able to resolve it together.

**Discussion/possible action on letter from Knoke & Kind Law Office regarding Steinmann Family property**

Per the County Treasurer’s office, this was discussed years ago and a meeting with Zoning and Steinmann’s and Town of Monroe was set up, but the Steinmann’s never appeared for the meeting. The Town of Monroe chose not to take over the road as it is a private road with a cul de sac so wouldn’t meet the road ordinance anyways.

Parcel right now is surveyed to the right of way, not to the center of the road. Board suggests that the landowner (Steinmann) have the parcel resurveyed to the center of the road, which would put the tax burden back on the adjacent land owners.

**Discussion/possible action on Green County Treasurer tax collection agreement**

Motion by Spotts, seconded by Lambert to approve the tax collection agreement for 11/1/23-10/31/24. Zimmerman and Clerk signed and Clerk will return it to the G.C. Treasurer’s office.

**Discussion/possible action on updating the ATV / UTV Ordinance**

Zimmerman spoke with Eric Wild and Chris Narveson regarding some updates within the County, such as penalties/fines. Suggested reviewing Town of Mt Pleasant’s ordinance to review

We would like to have a link to the state for reference to statue statute, but Chris Narveson hasn’t replied yet.

Board will review the document and revisit this next month.

**Discussion/possible action on Intergovernmental Agreement with the Town of Sylvester**

Anna Anderson from the Town of Sylvester sent a copy to Zimmerman for review of the road Intergovernmental Agreement between the Town of Sylvester and the Town of Monroe, based on what was discussed at the special meeting on June 22<sup>nd</sup> between the two municipalities.

Per Spotts the only difference that will change how business between the two entities is conducted is the tree maintenance on our side of Monroe Sylvester, as they used to do both and we would maintain Gutzmer Road.

Motion by Lambert, seconded by Zimmerman to approve the Intergovernmental Agreement between the Town of Monroe and the Town of Sylvester.

**Discussion/possible action on plan for winter equipment and supply preparation**

Jeff Lanz will still help with some fall tasks, even though Jeff is officially retired as of 9/1/23.

Zimmerman wanted to discuss so we have a plan.

Zimmerman will help with mowing Iliff cemetery.

Reviewed how many workers available for snow plowing this winter.

Snow fence – Round Grove Rd and Gutzmer Rd are the most important roads to get put up. After crops are out of the field they are being put up. Jeff has a map or information on where to put it as well.

Jeff was planning to mow next week for a final fall mowing.

The grater can be put on WI Surplus to sell.

**Audit Bills for Payment:**

The Treasurer’s Report was given by the Clerk/Treasurer:

\$ 5,583.61 in Checking  
218,483.34 in General Savings (includes ARPA both payments = \$130,521.68)  
157,014.44 in Tax Collection  
100,000.00 in CD at New Glarus Bank

50,000.00 in CD at Woodford State Bank  
\$ 531,081.39 Total available (\$400,559.71 without ARPA)

Motion by Spotts, seconded by Lambert, to pay the reviewed bills of \$94,731.66, accept the Treasurer's Report, and transfer \$91,000.00 from General Savings to Checking. Motion carried by voice vote. Revenues received since the August meeting were \$2,092.00.

Motion by Spotts, seconded by Lambert to approve investing another \$100,000 for another CD for payment to be taken out of Tax Collection. Clerk let the Board know that Woodford is offering 12 mos at 5.06% and New Glarus Bank is offering a 12 mos at 5.40% APR. Per Board, go ahead with New Glarus Bank and purchase CD.

### **Green County Board of Supervisors Town Representative Report**

Nick Hartwig not present.

#### **Planning Commission Report - Progress of Month's Business**

Phil Vosberg present. No additional business to discuss at this time.

Property – City Council accepted CSM, requesting annexation in the next month or so. Driveway permit off of Cty KK for a private road that the school district would maintain and clear.

#### **Road/Maintenance – Progress of Month's Business**

Zimmerman road along with Jeff Lanz last week to get a sense of patrolling and road conditions. Passed along a binder with notes.

#### **Chairman's Report - Progress of Month's Business**

Zimmerman sent an email about items to be discussed at this meeting, as follows:

I met with Dan Neuenschwander at the cemetery on Friday to find out the situation with the tree problem that was the subject of an email recently. It is a walnut tree that grows up out of a grave at the southwest corner that should be removed. The problem is that there are a number of other gravestones surrounding the tree so there is no way to drop it without breaking stuff. I would recommend that we hire a tree service that could remove it in pieces. There is also another tree right next to it, a huge old pine tree, that is dead and should be taken down. This one could be dropped towards the field behind the cemetery.

Can talk about when Duane returns.

Spotts knows a tree service out of New Glarus that may be more reasonably priced. Other possibilities – Whitney Tree, Connor, Kubly

Carol Mayer had surgery in August; not sure when she will return

Gary Kleppe had second knee surgery so Duane will check to see if willing to plow recycling center again or not.

Will check to see if snow blower needs to be serviced.

#### **Clerk/Treasurer's Report – Progress of Month's Business**

ARPA: total allocation is \$130,521.69. Still working on the NEU and SAMS number.

- MRFD next meeting is Thursday, October 12 at 6 p.m.
- Election worker training coordinated by Green County Clerk's office to be held on 9/12 in Albany. Have three election workers attending this training.
- Duane and Peggy will be attending the WI Towns Association fall workshops next week on 9/26
- Clerk/Treasurer meeting is on 11/10/23 with Green County Treasurer.
- Date of sale for 2000 truck? Jeff may know ballpark – October 2021, to report back to Rural Mutual Ins.

Next month regular monthly board meeting for October is scheduled for Thursday, October 19, 2023 at 1:30 p.m.

Tentative regular monthly board meeting for November is scheduled for Thursday, November 16, 2023 at 5:30 p.m., as this is the special electors meeting and budget hearing, then the regular town board meeting.

Motion by Lambert, seconded by Spotts to adjourn at 3:48 p.m. Motion carried.

**Peggy Murphy, Clerk/Treasurer**