

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

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

The meeting was brought to order by Chair, Duane Zimmerman at 1:37 p.m.

The Clerk verified that the open meeting notices were posted on December 18, 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: Jeff Lanz, Santos Tinoco, Isaiah Carlson – Town of Sylvester

Minutes of the November 16, 2023, regular monthly meeting were emailed to Town Board members and will be posted on the website upon approval at this meeting. Motion by Lambert, seconded by Spotts to accept the regular monthly meeting minutes.

Public Input (Limit of 5 minutes per person)

None

Discussion/possible action on alcohol license for Veracruz Mexican Market LLC

Santos Tinoco was present. All paperwork has been submitted and notice was posted as of 12/1/23 and published in the Monroe Times.

Motion by Spotts, seconded by Lambert to approve the liquor license surrender by Swirl Station and issuing that license to Veracruz Mexican Market LLC. The board also waived any liquor license fees at this time and will only collect for Operator's License and publication fees.

Clerk will notify Santos as soon as the licenses are printed tomorrow.

Discussion/possible action on bid for tree removal at cemetery

New bid from Havens Tree Care was emailed to Board by Zimmerman.

Motion by Zimmerman, seconded by Lambert to accept this bid. Zimmerman will follow up and see how soon this can happen.

Discussion/possible action on Cemetery Plot Deed wording

Tabled until Clerk and Cemetery Supervisor can review wording.

Discussion/possible action on Planning Commission member terms and renewal of appointments for a 3 year term effective 1/1/2024

Motion by Spotts, seconded by Lambert to approve the renewal of Phil Vosberg, Rich Schindler, Jim Schindler, and Steve Gorton for a 3 year term effective 1/1/2024 to the Planning Commission.

Clerk has contacted WI Towns Association to clarify if there is a minimum number of people needed on the Planning Commission, so still waiting to hear back with an answer.

Discussion/possible action on Resolution for Election Worker Nominations for the 2024-25 term

Resolution of election worker nominations read to Board by the Clerk/Treasurer.

Motion by Spotts, seconded by Zimmerman to approve the resolution for election worker nominees.

Signed by Zimmerman and attested by Clerk/Treasurer.

Discussion/possible action on working with other municipalities for a combined Patrolman 1 position

Zimmerman started discussion of the possibility of asking neighboring municipalities to see if they would be open to discussing a shared patrolman. During discussion, Town of Washington may be a start to see if they would entertain the situation. Also Mt. Pleasant and Jordan.

Audit Bills for Payment:

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

\$ 4,133.69	in Checking	
147,835.03	in General Savings	(includes ARPA both payments = \$130,521.68)
150,800.00	in Tax Collection	
100,000.00	in CD at New Glarus Bank	
50,000.00	in CD at Woodford State Bank	
100,000.00	in CD at New Glarus Bank	
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\$ 552,768.72	Total available	(\$422,247.04 without ARPA)

Motion by Spotts, seconded by Lambert, to pay the reviewed bills of \$32,587.68, accept the Treasurer's Report, and transfer a total of \$32,000 consisting of: \$19,036.79 from Tax Collection to Checking and \$12,963.21 from General Savings to Checking. Motion carried by voice vote. Revenues received since the November meeting were \$1,930.00.

Green County Board of Supervisors Town Representative Report

Nick Hartwig not present.

Planning Commission Report - Progress of Month's Business

Phil Vosberg not present. No additional business to discuss at this time.

Road/Maintenance – Progress of Month's Business

Jeff Lanz and Zimmerman have been patrolling and putting up snow fence.

Rented boomer mower for a few days; signs fixed

What would be the plan for washing snow plow trucks – prefer inside building? Spotts building available or Lambert's M&D building would be an alternate as well.

Spotts to do brakes on Sterling as well at his shop.

Chairman's Report - Progress of Month's Business

Recycling center snow – if happens before 1/8, Duane can help – otherwise will need additional help. Lambert said he had some available personnel to help. Clerk reminded them that it would be for when recycling center is open on Wednesday and Saturday morning as well as pick up days of Mondays and Thursdays – if there is snow or ice on the ground.

Memorial for Werner Vogel. Form completed with Mrs. Vogel's assistance and authorization from the Board last month to approve \$200 towards this memorial.

Clerk & Chair met with City of Monroe's Administrator and Clerk recently. Comprehensive Plan from 2005, s/b updated every 10 years – not sure if this has to continue to happen? Zimmerman still looking into this process. Main concern for annexations into the City is the dissolving of ag land, another concern is solar farms.

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, January 11, 2024 at 6 p.m.
- City Administrator meeting with Town Chair, myself, and City of Monroe Clerk on 12/4 to discuss annexation of B&S Property and "islands" that have been created by various annexations between the City of Monroe and the Town of Monroe. Zimmerman mentioned concern about

preserving ag land – which was not on their radar but a good point. I brought up that current town residents may not appreciate being “forced” into the City of Monroe property.

- New registration for submitting W-2s through the SSA. This was a time consuming process but finally achieved this week so all ready for processing W-2s.
- Knoke & Kind letter re: Steinmann property ?? No, we don’t have any desire to take over the road in our township – doesn’t meet the road ordinance and never will (corner of Allison and Gutzmer) driveway with 2 homes – need to have parcel resurveyed
- CD renewal at the end of December at Woodford State Bank – at time of notice the renewal rate was not available yet. Per Deb at Woodford, will know if they are still offering the special rate of 5.06% next week so she has it in her planner to call me back next Tuesday, 12/26. If this is available to renew at 12 mos, we would prefer that at the 5.06% rate.
- The Green County Landfill will be hosting a free electronic waste recycling event January 15-19, 2024 from 7:00 AM - 2:30 PM for Green County residents (no businesses) at the Green County Landfill.

Next month regular monthly board meeting for January 2024 is scheduled for Thursday, January 25, 2024 at 1:30 p.m., for the regular town board meeting.

Tentative regular monthly board meeting for February 2024 is tentatively scheduled for Thursday, February 22, 2024 at 1:30 p.m., for the regular town board meeting.

Motion by Spotts, seconded by Lambert to adjourn at 3:20 p.m. Motion carried.

Peggy Murphy, Clerk/Treasurer