

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

TOWN OF MONROE
N3302 Monroe Road, Monroe, WI
Thursday, November 16, 2023, Monthly Business Meeting

The meeting was brought to order by Chair, Duane Zimmerman at 6:19 p.m.

The Clerk verified that the open meeting notices were posted on November 13, 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: Jacob Scherer, Dan Neuenschwander, Phil Vosberg

Minutes of the October 19, 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 Zimmerman to accept the regular monthly meeting minutes.

Public Input (Limit of 5 minutes per person)

None

Discussion/possible action on Cemetery Supervisor questions about cemetery bylaws

Dan Neuenschwander present to discuss change to bylaws.

Rena Koning's request is to be buried on top of Dave's vault as a traditional for Dave, and is requesting that when she is buried

Urns should be buried to 3' to 4', but doesn't allow enough room on top of the regular vault. Concern is for the frost line.

Traditional vault and one urn in the same plot, if requested by owner of the plot.

Motion by Zimmerman, seconded by Spotts to accept the change to the by-laws.

Benkert Bushnell Cemetery

** update/revise bylaws ** and put on website again!!!

Discussion/possible action on Cemetery Plot Deed wording

Dan Neuenschwander present to discuss the template that he sent the Clerk.

Per Board, Dan and Clerk to work together to revise some wording and will put this back on the agenda when ready to review a final copy.

Discussion/possible action on Havens Tree Care bid for tree removal at cemetery

Dan Neuenschwander provided a new name for another company to remove trees

Board tabled this item until Chair can get a quote from the new name and verify

Discussion/possible action on Ag driveway permit request by Dillon Weckerly off County Rd N

Per Phil Vosberg – no issues/concerns during inspection; no culvert needed

500' south, requested to put clear stone all the way up the driveway

Motion by Zimmerman, seconded by Lambert to approve driveway permit request and waive permit fees.

Permits from the County and Town signed by Zimmerman. Clerk will reach out to Dillon to return paperwork to him.

Discussion/possible action on Memorial for Werner Vogel

Zimmerman discussed that as Werner Vogel was on the Planning Commission for many years and a very reliable member of the committee, this would be a nice gesture on behalf of the Town of Monroe.

Motion by Lambert, seconded by Spotts to donate \$200 to the Veterans Memorial. Zimmerman will follow up with the contact at the Veterans society and hopefully invite Mrs. Vogel to present her with the check.

Audit Bills for Payment:

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

\$ 6,744.19	in Checking
120,373.78	in General Savings (includes ARPA both payments = \$130,521.68)
22,035.06	in Tax Collection
100,000.00	in CD at New Glarus Bank
50,000.00	in CD at Woodford State Bank
<u>100,000.00</u>	in CD at New Glarus Bank
\$ 399,153.03	Total available (\$268,631.35 without ARPA)

Motion by Spotts, seconded by Lambert, to pay the reviewed bills of \$7,395.96, accept the Treasurer’s Report, and transfer \$3,000 from Tax Collection to Checking. Motion carried by voice vote. Revenues received since the October meeting were \$4,101.86.

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.

Road/Maintenance – Progress of Month’s Business

Zimmerman helping Jeff Lanz – almost done with snow fence; putting plow on;

Chairman’s Report - Progress of Month’s Business

patrolling and noticed that where Monroe Sylvester goes on Hwy 59, busted up

Spotts brought up the Ag hwy grant for that one and Center Rd as B posting can apply for this grant – part of it is to change to A posting.....should apply for it sooner rather than later!!!!

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.
- Attended Green County Treasurer’s meeting on November 10th and reviewed several items for tax bill season. Register of Deeds, Cindy Meudt, distributed Property Fraud Alert brochure and has more if we would like to have on hand for residents.
- City Administrator would like to meet with Town Chair and myself to discuss annexation payments for B&S Property and “islands” that have been created by various annexations between the City of Monroe and the Town of Monroe. Meeting is set for Monday, December 4th at 9:30 a.m.
- Received First Notice of Non-Compliance from the WI Dept of Revenue stating that we have been out of compliance for 4 consecutive years, which does not meet the statutory requirement. We are on Associated Appraisal’s list for revaluation in 2024 to get us back in compliance.
- New representative from Associated Appraisal – Aaron Lindner; alindner@apraz.com; 715-937-8440
- Knoke & Kind letter re: Steinmann property ??
- Fire call bill for Sheaffer – only reimbursed \$250 from insurance company, do we send bill/letter to insured for the balance? Per the Board, send another letter directly to the insurance company.

Next month regular monthly board meeting for December is scheduled for Thursday, December 21, 2023 at 1:30 p.m., for the regular town board meeting.

Tentative regular monthly board meeting for January 2024 is scheduled for Thursday, January 18, 2024 at 1:30 p.m., for the regular town board meeting.

Motion by Zimmerman, seconded by Spotts to adjourn at 7:17 p.m. Motion carried.

Peggy Murphy, Clerk/Treasurer