

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

TOWN OF MONROE
N3302 Monroe Road, Monroe, WI
Thursday, February 22, 2024, Monthly Business Meeting

The meeting was brought to order by Chair, Duane Zimmerman at 1:34 p.m.

The Clerk verified that the open meeting notices were posted on February 20, 2024, 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, Troy Maggied

Minutes of the January 25, 2024, 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 Driveway Permit for Dennis Stoneback on west end of Iliff Road, just east of Hwy 81

Permit application and check were mailed to Clerk/Treasurer.

Planning Commission completed a site visit on 1/29/24 and recommends approval with specific stipulations in an email dated 1/30/24.

Motion by Spotts, seconded by Zimmerman to approve the driveway permit with the stipulations noted from the Planning Commission. The Clerk included these stipulations in the approved driveway permit that was mailed to the Stoneback's.

Discussion/possible action on Security deposit refund for Sharen & William Frontzak at W6506 Vogel Road

Motion by Lambert, seconded by Spotts to approve security deposit refund. Clerk has it added into the bills to be paid this month.

Discussion/possible action on Driveway Permit for Lambert Properties on Youth Cabin Road

Off Youth Cabin by Gary Keegan's property

Permit and map designating purchase of 40' wide access from Youth Cabin Road

Planning Commission chair looked at property

Motion by Spotts, seconded by Zimmerman to approve the driveway permit.

Zimmerman signed form and gave copy to Mike Lambert

Discussion/possible action on use of ARPA money

Board is suggesting to use money for: roads (Voegeli; Roethenbuehler Rd – still washboard and holes; Iliff; part of Aebly, ½ of Smock for sealcoating)

If have additional money left, can pay down the MRFD building loan at Woodford State Bank.

Discussion/possible action on Comprehensive Plan

Troy from Southwest Regional Planning Commission was present and discussed the following:

Comprehensive Plan is required if zoning and land use restrictions/regulations are in place.

State law requires a comprehensive plan to be updated every 10 years. No update police, no guidelines on what needs to be updated. Easy to get us in guidance with the state. Willing to send us via email some basic information on how township has changed in the last 10-20 years.

Township level varies – compliance update; plan commission gets together with red pen and update/change what has been marked red; they help townships (look at data) – can't give billing amount as each plan is different – scope of work is the biggest item to discuss!! Could have more to discuss as we border City of Monroe....boundary agreements (1 ½ year process)?? Via maps – ease transition of annexations – extraterritorial boundaries of City

Top 3 issues / concerns: 1. Shrinking acreage 2. Acquisition of farm land / sale of farm land
3. Solar farms

Thinking about down the road: data transmission lines??

We don't have a minimum acreage for parcel. Can buy a smaller lot here.

Steps to recommend: come back in March at meeting to review data; Board and Planning Commission get together – will bring back population data, housing data, adjusted gross income data (data similar to Pulaski and Hickory Grove)

Red line current plan – need to be able to read the notes!! By Planning Commission and Board??

30 day public comment period

Public hearing – what plan commission approves/recommends

Discussion/possible action on Security deposit refund for Lambert Properties on Youth Cabin Road

Tabled to have Planning Commission review for March meeting.

Audit Bills for Payment:

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

\$ 5,165.37	in Checking	
144,760.41	in General Savings	(includes ARPA both payments = \$130,521.68)
222,872.81	in Tax Collection	
100,000.00	in CD at New Glarus Bank	
50,997.26	in CD at Woodford State Bank	
100,000.00	in CD at New Glarus Bank	
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\$ 623,795.85	Total available	(\$493,274.17 without ARPA)

Motion by Spotts, seconded by Zimmerman, to pay the reviewed bills of \$26,246.14, accept the Treasurer's Report, and transfer a total of \$24,000 from Tax Collection to Checking. Motion carried by voice vote. Revenues received since the January meeting were \$74.00.

Green County Board of Supervisors Town Representative Report

Nick Hartwig not present.

Planning Commission Report - Progress of Month's Business

Phil Vosberg not present.

Road/Maintenance – Progress of Month's Business

Jeff Lanz patrolling each week and boom mower to be used on Allison Rd with the mulberry overgrowth.

Purchased service kit for mowers

Taking down snow fence – Spotts will be willing to help as well

Motion by Spotts, seconded by Zimmerman to approve plow wing upgrade with Monroe Truck.

Review roads on February 26, 2024 at 1 p.m.

Chairman's Report - Progress of Month's Business

Dan Wirth inquiring about the Patrolman position – sent job description and application; no response yet
Discussion w/Anna Anderson about potentially redoing Monroe Sylvester Road – that wasn't on their radar this year as it is one of their better roads

Morton Building and Bard contacted him about whether a special permit was needed for heavy trucks on Voegeli Road. Not needed in that area.

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, April 18, 2024 at 6 p.m.
- Annexation information from City of Monroe and Green County Treasurer's office
- Small Bridge / Culvert inventory program

One of the topics on the agenda at District meeting and to be discussed at next week's WTA Green County Unit meeting

- ARIP funding?? Application needs to be done by April 5th?

Two roads: Center Road and Monroe Sylvester road with T. Sylvester to be submitted; meets the Class B criteria; need to have a quote by Eric – Duane will contact;

May have additional questions that need to be answered for the application and/or quote

1 on each road for "ag" businesses

4 on Center, 6 on Monroe Sylvester for farmers

- Heads up on Sunset Hills subdivision on March agenda

Next month regular monthly board meeting for March is scheduled for Thursday, March 21, 2024 at 1:30 p.m., for the regular town board meeting.

Tentative annual board meeting for April is tentatively scheduled for **Tuesday**, April 16, 2024 **at 5:30** p.m., for the annual town board meeting.

Motion by Spotts, seconded by Zimmerman to adjourn at 3:26 p.m. Motion carried.

Peggy Murphy, Clerk/Treasurer