

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

**TOWN OF MONROE**  
**N3302 Monroe Road, Monroe, WI**  
**Thursday, July 25, 2024, Monthly Business Meeting**

The meeting was brought to order by Chair, Duane Zimmerman at 1:43 p.m.

The Clerk verified that the open meeting notices were posted on July 22, 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, Mike Lambert, Chad Spotts

Clerk/Treasurer present: Peggy Murphy

Other attendees: Ron Martz, Phil Vosberg

Minutes of the June 20, 2024, 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 driveway security deposit refund for Lambert Properties, Youth Cabin Rd**

Phil Vosberg from the Planning Commission with an addendum, recommends approval of the security deposit refund.

Motion by Spotts, seconded by Zimmerman to approve refund

**Discussion/possible action on driveway security deposit refund for Marc Blanc & Brenda Kohls**

Motion by Lambert, seconded by Spotts to approve refund as soon as the incorrect check is returned.

**Discussion/possible action on pay frequency for Patrolman 1 position**

60.0 hours at \$25/hours = \$1,500.00

Bi-weekly check to be issued at 60.0 hours today for the first part of July worked, then every 2 weeks after.

At the August meeting, will “true up” the July hours in case there are additional hours to be paid.

Motion by Spotts, seconded by Lambert to approve two bi-weekly checks to be issued for the Patrolman 1 position to ensure that this is done ahead of time.

**Discussion/possible action on the auditor’s report from Benning Group for Town of Monroe 2023 financial**

Board reviewed the final copy of the auditor’s report.

Motion by Spotts, seconded by Zimmerman to accept the auditor’s report.

**Audit Bills for Payment:**

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

\$	3,598.80	in Checking	
	167,647.30	in General Savings	(includes ARPA both payments = \$130,521.68)
	148,516.69	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	
<hr/>			
\$	570,760.05	Total available	(\$440,238.37 without ARPA)

Motion by Lambert, seconded by Zimmerman, to pay the reviewed bills of \$95,770.45, accept the Treasurer's Report, and transfer a total of \$25,000 from General Savings to Checking. Motion carried by voice vote. Revenues received since the June meeting were \$68,871.62.

### **Monroe Rural Fire District Monthly Report**

If Collin Nack is actually a fire department member or still on MRFD Board.

Good idea for MRFD Treasurer to include prior year to date comparison of financials.

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

Phil Vosberg present.

Mark & Linda Wells contacted Phil but didn't catch the phone number. Will keep looking for phone # - Duane knows them, so will contact or pass the # along to Phil, regarding rebuilding plan to the planning commission.

Steve Gorton approached by solar farm companies; just wondering if township knew about any more interest lately? No one had heard of anything new.

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

Driveway permit question - WE Energies rerouting line and expanding substation - Northern Natural Gas was issued a permit for Utility Lane

W6660 Smock Valley Rd - dirt in ditch, possibly putting in new septic?

Lightning Rd - yes

Lancaster Lane - no

Sunset Hills - not yet; wait until we receive bill and then accept it as a road

To replace signs, how to order? - recommended to speak with Jeff on the process that he used

Finishing up mowing to get a feel for the roads

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

Sterling expenses - what direction to take for future? Running in to obsolete parts; price of new equipment is staggering; go to another brand?; run it for this winter; Mike L can reach out to Hank

Jeff said that Sunset Hills subdivision road is done; they put up a yellow 25 mph sign - a white and black needs to replace this before being taken over by the town;

Call from Chris Narveson yesterday, Round Grove Rd and recreation trail has been settled, cut grade down and put in an at grade crossing - removal of footings would be another entity, but if we could follow through to ensure it is a 2 lane road, will be a little while before this is completed; **PUT THIS AS AN AGENDA LINE ITEM FOR NEXT MEETING**

Call from Alliant Energy meeting w/County on August 6<sup>th</sup> re possibility of 40 acres with

Monroe Truck replacing wing on Intl? Anyone have a response from them? Lambert will get contact information and send message

### **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, July 25, 2024 at 6:30 p.m. (does MRFD bill for 1<sup>st</sup> response on EMS related/type of calls? Jeff hears more calls for lift assist type of calls than for fires??)
- Attorney's letter request for information - Nick Bartels had a couple questions and this one he says that he can send additional information double check with Nick to see what he has!!
- Auditor's bill adjusted from original bill, but still more than was budgeted
- Clerk to contact MRFD Treasurer, about the following items: Can Kelly also include previous YTD on P&L comparison, same as Balance Sheet - why negative balance right now? (Ace hardware was overpaid) - Clerk sent email on 7/23/2024
- Next election is 8/13/24

- Spoke w/assessor yesterday as he stopped by our house – s/b done with looking at all parcels in another 3 or 4 days, then his reporting starts; will have in-person Open Book – may be more than 1 day, if needed
- G.C. Zoning Department certified letter re: ordinance changes

Next month's board meeting for August is scheduled for Thursday, August 22, 2024 at 1:30 p.m., for the regular town board meeting.

Following month's regular monthly board meeting for September is tentatively scheduled for Thursday, September 19, 2024 at 1:30 p.m., for the regular town board meeting.

Motion by Zimmerman, seconded by Lambert to adjourn at 3:42 p.m. Motion carried.

**Peggy Murphy, Clerk/Treasurer**