

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

TOWN OF MONROE
N3302 Monroe Road, Monroe, WI
Thursday, May 16, 2024, Monthly Business Meeting

The meeting was brought to order by Chair, Duane Zimmerman at 1:40 p.m.

The Clerk verified that the open meeting notices were posted on May 14, 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

Board members absent: Chad Spotts

Clerk/Treasurer present: Peggy Murphy

Other attendees: Jeff Lanz, Phil Vosberg

Minutes of the April 16, 2024, regular monthly meeting were emailed to Town Board members and will be posted on the website upon approval at this meeting. Motion by Zimmerman, seconded by Lambert to accept the regular monthly meeting minutes.

Public Input (Limit of 5 minutes per person)

None

Discussion/possible action on security deposit refunds from the past several years

Three security deposit refunds for R. Feller, J. Nolden, and Scheppele's have been reviewed to ensure that the driveways are in compliance with the driveway ordinance.

Motion by Lambert, seconded by Zimmerman to approve issuing the security deposit refunds.

Discussion/possible action on appointing Mike Kindschi as a member of the Planning Commission

Motion by Lambert, seconded by Zimmerman to approve the appointment of Mike Kindschi for a 3 year term effective 5/16/2024 to the Planning Commission.

Discussion/possible action on driveway permit for Northern Natural Gas at Utility Lane, and possible right of way permit, if needed

Northern Natural Gas mailed in a driveway permit, check, and

Planning Commission recommends approval of the location of the driveway and permit received.

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

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

Table this agenda item until June meeting.

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	
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\$ 570,760.05	Total available	(\$440,238.37 without ARPA)

Motion by Zimmerman, seconded by Lambert, to pay the reviewed bills of \$18,377.63, accept the Treasurer's Report, and transfer a total of \$12,000 from General Savings to Checking. Motion carried by voice vote. Revenues received since the April meeting were \$5,330.18.

Planning Commission Report - Progress of Month's Business

Phil Vosberg not present.

Comprehensive Plan – Green County Unit of WTA has regional comprehensive plan meeting scheduled for 5/18/24 and Zimmerman advises to wait until after that presentation.

Road/Maintenance – Progress of Month's Business

Boom mower

Round Grove Road burnouts and road damage, Jeff fixed with cold patch. Zimmerman received a notice from the Green County Sheriff's Department

Road mowing either this week or next week will start; Zimmerman can mow the town hall/recycling center area

Chairman's Report - Progress of Month's Business

Havens Tree Care has removed tree and cut down another dead trunk – W-9 has been sent to them already – just need to ensure no sales tax on invoice when we receive the bill.

Still need to complete state form for salt use

Regarding the Sunset Hills – Zimmerman called Green Cty Hwy Dept and left a message

Saga with Carol B on Monroe Sylvester Road re: Olsen Logging; blasting one morning so gave Duane a call; 13 hours a day, 7 days a week. Duane called Sheriff's Dept and Zoning Dept – waiting for a call back from Sara.

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 18, 2024 at 6 p.m. (does MRFD bill for 1st response on EMS related/type of calls? Jeff hears more calls for lift assist type of calls than for fires??)
- Town of Clarno snowplowing bill – okay to create and mail
- 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
- Personal Property taxes not paid by: Jim Becker @ The Monroe Den and The Warehouse
- Auditor's bill just received today in the amount of \$14,700 – last year was \$12,000 so will call and ask about such a large increase?

Next month's board meeting for June is scheduled for Thursday, June 20, 2024 at 1:30 p.m., for the regular town board meeting. (Chad will be gone)

Following month's regular monthly board meeting for July is tentatively scheduled for Thursday, July 18, 2024 at 1:30 p.m., for the regular town board meeting.

MRFD – add line item on agenda to review this each month

Can Kelly also include previous YTD on P&L comparison, same as Balance Sheet – why negative balance right now???

Motion by Lambert, seconded by Zimmerman to adjourn at 2:50 p.m. Motion carried.

Peggy Murphy, Clerk/Treasurer