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

TOWN OF MONROE
N3302 Monroe Road, Monroe, WI
Thursday, June 18, 2026, Monthly Business Meeting

The meeting was brought to order by Chair, Duane Zimmerman at 1:31 p.m.

The Clerk and Treasurer verified that the open meeting notices were posted on June 15, 2026, on the Town of Monroe website, at the Monroe Town Hall and Recycling Center.

Board members present: Duane Zimmerman, Chad Spotts, Mike Lambert

Clerk absent: Peggy Murphy

Treasurer present: Alicia Kubly

Other attendees: Robert Talarczyk, Jim Doyle

Minutes of May 19, 2026, regular monthly meeting minutes were emailed to Town Board members and will be posted on the website upon approval at this meeting. Motion by Spotts, seconded by Zimmerman to accept the regular monthly meeting minutes.

Public Input (Limit of 5 minutes per person)

None

Discussion/possible action on Land Division proposal from Talarczyk Land Surveys for Jeff & Rhonda Thomm at W6248 & W6250 Iliff Road duplexes

They own a nearly 5 acre lot with two duplexes on the lot. He would like each duplex on a separate lot, they each already have their own driveway. There is a shared drainfield. There will be an easement for lot 2 to have easement to the drain field on lot 1 once approved. There is a small easement also for utility access for lot 2 (utilities on lot 1). Does need to go to county level yet. Lambert moved to approve and Zimmerman seconded. Motion approved.

Discussion/possible action on Land Division proposal from Talarczyk Land Surveys for Nicholas Hartwig north and south of Hwy 81 by N3298 State Hwy 81

Lot 1 is 33 acre lot North of Hwy 81, lot 2 is app 2.5 acres south of Hwy 81, but one land parcel number. North piece is being sold, lot 2 is being retained by Mr. Hartwig. Lot 1 is the portion being sold. House is not on lot 1. Spotts moved to approve, Lambert seconded. Motion passed.

Discussion/possible action on tree trimming on Monroe-Sylvester Rd

Proposal to contact Sylvester Township to notify them trees need to be trimmed on Monroe-Sylvester Road and hire a contractor to do it. Potentially Kubly tree trimming service that has been used in the past. Moved by Spotts and seconded by Lambert. Motion passes. Duane will get hold of Anna regarding the matter.

Discussion/possible action on non-residents trying to use Recycling Center

Carol Strommen messaged Duane that a young man showed up to drop off garbage/recycling. She quizzed him and found out he lived in town and she refused to allow him to drop stuff off. He was very upset and squealed his tires as he left. Apparently similar situations have also happened multiple times to Carol M this year. Duane suggests that we post it on the website so that it is posted somewhere.

Discussion/possible action on Alcohol Beverage License Applications – 3 businesses submitted applications

Clerk received applications from three businesses and has printed out the necessary licenses to be picked up upon approval from the Board. In the Clerk's absence, Alicia Kubly, Treasurer, will call the businesses and

arrange a time for them to pick up at the town hall. The fees to be paid will be done at the time the licenses are picked up.

Motion by Spotts, seconded by Lambert to approve the alcohol beverage license applications and distribute before June 30, 2026, for the renewal that is effective on July 1, 2026.

Is it possible to get by with just 1 for the whole building? Call state to ask?

Discussion/possible action on the Town of Monroe 2025 financials and Form CT prepared and submitted by JT McIntosh Accounting Services

Why is 2% fire dues in expense as negative instead of positive on income? Spotts moves to approve preliminarily with correct labeling of 2% fire dues, Lambert second motion. Motion passes.

Audit Bills for Payment:

The Treasurer's Report was given by the Treasurer:

$	4,789.49	in Checking
	514,083.97	in General Savings
$	518,873.46	Total available

Motion by Zimmerman, seconded by Lambert, to pay the reviewed bills of $39,425.92, accept the Treasurer's Report, and transfer $39,500.00 from general savings to checking for this month. Motion carried by voice vote. Revenues received since the May meeting were $2,954.00.

Monroe Rural Fire District Report

July 15, 2026 at 6 p.m. is the next meeting.
Alicia is working on getting familiar with their Quickbooks system.

Planning Commission Report - Progress of Month's Business

Phil Vosberg not present. No additional items to be discussed.

Road/Maintenance – Progress of Month's Business

Ron was looking for a time sheet. Peggy left insurance cards and they were put in the vehicles. There were a few minor wash outs.

Chairman's Report - Progress of Month's Business

Nothing.

Clerk's Report – Progress of Month's Business

- Next MRFD meeting, 7/15/26 at 6 p.m.
- Next WTA Green County Unit meeting, 8/26/26 at 7 p.m.
- SLFRF report completed and submitted. Dan at the State of WI was a tremendous help and walked me through the final report – including getting a UEI (unique entity identifier) number that I have tried to get for over a year.
- Rec'd call on 6/15 from a representative of new owner for restaurant at Veracruz Mexican Market that wanted to know process for getting a liquor license. Need to need more information on this new restaurant owner, as haven't heard anything about a separate owner for the restaurant versus the market.

Next month's board meeting for July, meeting scheduled for July 16, 2026 at 1:30 p.m.

Following month's regular monthly board meeting scheduled for August 20, 2026 at 1:30 p.m.

Looking ahead to September 2026, meeting tentatively scheduled for September 24, 2026 at 4:30 p.m.

Motion by Lambert, seconded by Spotts to adjourn at 2:38 p.m. Motion carried.

Alicia Kubly, Treasurer on behalf of Peggy Murphy, Clerk