

**Village of New Glarus
Minutes of the Library Board of Trustees
New Glarus Public Library
Tuesday, May 27, 2014**

Prior to the start of the meeting, Director Waggoner introduced Katie (Katherine) Hartman as a new Library staff member – Library Page I.

President Linda Hiland called the meeting to order at 6:30 p.m. in the New Glarus Village Hall Community Room. Trustees present (in addition to Hiland) were: Kevin Budsberg, Jody Hoesly, Suzi Janowiak, Lexa Speth (left at 6:57 p.m.) and Becky Weiss. Also in attendance were Library Director Maggie Waggoner, Swiss Center of North America (SCNA) board member John T. Etter (left at 7:10 p.m.) and Village Board Liaison Petra Streiff.

APPROVAL OF AGENDA: Moved to approve the agenda by B. Weiss, second by K. Budsberg. Motion Carried.

COMMENTS & QUESTIONS FROM THE PUBLIC: There were no comments or questions.

DISCUSSION: SAFETY REPORT REGARDING HIGHWAY 39 AND DURST RD:

L. Hiland started by introducing John T. Etter, a board member of The Swiss Center of North America. J. Etter then made sure all had received a copy of the letter and pictures from Ralph Blum, MSCE dated May 27, 2014. R. Blum could not attend tonight due to a prior commitment, but is available for follow up phone calls, and is willing to reach out to Village staff and attend other meetings as well. J. Etter started by briefly speaking to how he personally knows R. Blum (friends, fellow Troop Leader with Boy Scouts of America) plus he commented on R. Blum's background as a civil engineer and his years working for the Wisconsin DOT (Department of Transportation) and as a private engineering consultant.

J. Etter said he started by providing to R. Blum the intersection address and a copy of the June 2013 traffic study. For the traffic study, J. Etter shared that R. Blum commented that the study does not identify where the police car was stationed and other details on how the information was collected. J. Etter then summarized the information contained in the letter about the average annual daily traffic counts published by the WI DOT of about 1500 vehicles per day at the STH 39 and Durst Rd intersection compared to 2400 vehicles per day at the STH 39 and 1st Street intersection in downtown New Glarus. Later in the meeting it was mentioned that there are over 1200 vehicles per day that pass the Village Hall heading out of town toward Flannery's Wilhelm Tell.

J. Etter next directed our attention to the information contained in the fourth paragraph which focuses on DOT Sight Distance and Decision Sight Distance (DSD) numbers and read the following two statements: "There is currently over 1000 feet of sight distance to the Durst Road-STH39 intersection in both directions." and "The Wis. DOT published and recommended DSD for 35 mph is 590 feet and for 40 mph it is 690 feet. From the

foregoing we can conclude that the intersection of Durst Road and STH 39 has more than sufficient DSD for an approach speed well in excess of the 35 mph posted speed limit. There is sufficient DSD in both directions to safely stop at 50 mph.” R. Blum shared with J. Etter that is not an inherently dangerous intersection.

Next was a review of R. Blum’s comments and examples of different type of pedestrian safety features from painted crosswalks to examples of areas in Middleton, Verona, Fitchburg, and downtown Madison where different types of flags and/or flashing pedestrian crossing signs are utilized. The possibility of grants being available to assist in paying for these type of signs was also mentioned.

Next J. Etter shared R. Blum’s comments about the conceptual sidewalk running between STH 39 and the SCNA and mentioned that due to snow removal and landscaping, that as an alternative we may want to consider working with the SCNA and running the sidewalk closer to their building. In response to a request for clarification from J. Hoesly; J. Etter drew a map to illustrate some of the locations referenced in the report. L. Speth asked about the possibility of the speed limit being reduced; J. Etter mentioned it is a possibility, but the speed limit change from 55 to 35 mph is already posted with a warning sign.

Discussion concluded with L. Hiland volunteering to share the background, study and R. Blum’s willingness to discuss this further with Village Administrator Nic Owen and Village President Roger Truttmann. Thank you John for attending tonight and being available to answer questions.

REPORTS/DISCUSSION/CONSIDERATION:

- A. ADMINISTRATION TEAM:** B. Weiss reported on a meeting she had with J. Hoesly, where they reviewed procedures and have shared that information with Treasurer K. Budsberg. J. Hoesly thanked B. Weiss for handling the administration duties over the last few months. K. Budsberg and B. Weiss will be looking into setting up a meeting with Wayne Duerst to coordinate the transfer of the Treasurer duties in the coming weeks. B. Weiss reported that the CFSW report balanced last month and that the charts had been emailed prior to the meeting.
- B. BUILDING COMMITTEE:** Nothing to report.
- C. CO-CHAIRS TEAM:** Are planning a working meeting this Thursday, May 29th at 5:30 p.m. to be held at the SCNA.
- D. COMMUNICATION TEAM:** They are working on determining a meeting date.
- E. PARTNERSHIP TEAM:** It was mentioned that we will need to think about selecting a new member to replace W. Duerst on this team. We also discussed setting up meetings with the New Glarus Home (NGH) and New Glarus School District (NGSD). J. Hoesly asked for updated partnership letters to be submitted with grant applications from both the NGH & NGSD as they have staff changes. We also reviewed some of the programming activities we are involved with both the NGH and NGSD.
- F. VILLAGE BOARD LIAISON:** P. Streiff reported that at the May 20th Village Board meeting that there was no business related to the Library conducted that night. In addition, that she has contacted N. Owen and he has not yet heard back from the DOT or from the New Glarus School District, regarding the items he had been tasked with researching at a past Village Board meeting.

G. GRANTS TEAM: Nothing to report.

OLD BUSINESS:

A. DISCUSSION & CONSIDERATION: DRAFT OF PROPOSED OPERATING

BUDGET FOR NEW FACILITY: Director Waggoner summarized recent updates to the draft document. Suggestions were made to clarify line item names, make typographical corrections, and adding a bibliography to site sources where line items were obtained from.

B. DISCUSSION & CONSIDERATION: NEW BUILDING SITE RECOMMENDATION:

We discussed the additional information from Jim Gersich, Dimension IV Madison Design Group regarding the West Side site having a dry retention pond and the Glarner Park site having a wet retention pond. Based on what we know of upcoming schedule the topic of site selection will be on the Village Board agenda again on Tuesday, June 3rd.

NEW BUSINESS:

A. DISCUSSION & CONSIDERATION: RESOLUTION TO HIRE KATHERINE

HARTMAN AS LIBRARY PAGE I: Director Waggoner briefly spoke about current staff schedules and that she is working on hiring one additional page. L. Hiland read the details of 14-04LB, that Katie Hartmann would be hired for the Library Page I position at \$7.47 per hour effective May 23, 2014. Moved to approve R14-04LB by K. Budsberg, second by J. Hoesly. Motion Carried. A copy of R14-04LB is included at the end of these minutes.

ADJOURNMENT: Meeting adjourned on a motion by S. Janowiak, second by K. Budsberg. Motion carried at 8:20 p.m.

*Respectfully Submitted,
Becky Weiss, Secretary*

MINUTES APPROVED AT THE JUNE 10, 2014 LIBRARY BOARD MEETING.

New Glarus Public Library
Library Resolution 14-04 LB

**RESOLUTION FOR APPOINTMENT OF LIBRARY
PAGE I Katie Hartman**

THE NEW GLARUS PUBLIC LIBRARY BOARD of the VILLAGE OF NEW GLARUS, GREEN COUNTY, WISCONSIN does hereby resolve to appoint Katie Hartman to the part time Library Page I position with the New Glarus Public Library. Said employment shall be effective May 23, 2014. Compensation shall be \$7.47 per hour.

Employee shall be paid in accordance with the New Glarus Public Library Personnel Handbook.

Adopted this 27th day of May, 2014.

Linda Hiland, President
New Glarus Public Library

Rebecca L. Weiss, Secretary
New Glarus Public Library

PRESENTED 05/27/2014

Margaret Waggoner, Director
New Glarus Public Library