

Town of Verona
Open Space and Parks Commission Meeting Minutes
Wednesday, June 5, 2013

Present: Keen, Miller, Mathies, Hoffman, and Stellick
Absent: Siehr and Jellings
Also Present: John Wright, Clerk-Treasurer (C-T)
Called to order at 7:33 PM

Approval of Agenda

Motion made by Miller to approve agenda; 2nd Stellick. Motion carried.

Public Comments

C-T Wright noted the work day flyer for clearing along the Sugar River was included in tonight's packet (see attached). Chair Keen stated that during the two-day work period, the group will likely work from Bobcat Lane southward toward Valley Road and then will continue clearing from Valley Road to Riverside Road. On June 22 and June 23, 2013, the Natural Resources Foundation will conduct an Upper Sugar River Canoe Exploration to educate participants about the river and the surrounding history as well as raising funds for the organization. Keen announced that the week of June 24, 2013 there will be a meeting at the Verona Public Library to discuss a friends group for Badger Mill Creek; Marcia Hartwig is a contact for this event and is the Storm Water Education Coordinator with the Dane County Office of Lakes and Watersheds. The annual Paddle and Pig Out event will be held in August this year.

Approval of Minutes

Motion made by Stellick to approve the May minutes as presented; 2nd Miller. The minutes from the May 1, 2013 meeting were adopted as presented.

Installation of New Member

C-T Wright swore in newly appointed member Tom Mathies prior to the start of the meeting; his term will expire May 1, 2020. Wright referred the members present to the terms of office as prepared by Administrator Amanda Arnold. Per Wisconsin Statute, Town Parks and Open Space Commissions are comprised of seven members whose seven-year terms are staggered. Wright reported that Karen Godshall had recently returned from a trip and could not be in attendance this evening. Newly appointed member Tom Jellings will be sworn in at the next meeting of this body in July. Both new members will need a Town email account; Wright agreed to contact Vieth Consulting.

Continued Review of Trimming and Brushing Statement Policy

C-T Wright gave a brief summary report of discussion of the brushing and trimming standard before the Town Board at their June 4, 2013 meeting. The Verona Fire Department (VFD) continues to advise the Town when new residential and commercial drives are being considered. Currently, the VFD recommends that in addition to tree removal for safe passage of their vehicles, that additional trimming should be performed through those areas with dense foliage to allow space for snow storage outside of the driveway path during the winter to assure the full width of that path is cleared. Wright and Ron Lease, engineering consultant for the Town, are still working on revisions to the existing driveway Ordinance including a possible set of standards specifically for commercial operations. There followed a brief discussion regarding residential lots with two access points; Wright expressed his concerns re: combining two points of access on a single driveway permit or allowing a single fire number to be issued for more than one opening to a public road. Member Miller noted that any revision to the existing driveway ordinance needs to allow for variances of the property itself, i.e. no single policy will be applicable in all situations although minimum standards can and should be defined.

The members of the Open Space and Parks Commission reviewed the proposed changes discussed at the May meeting and reviewed the alternate draft of the Policy which was newer than the document previously discussed at prior meetings. The proposed changes will be incorporated into a redline version of the original draft by C-T Wright; this revised draft will be sent to members by email in advance of the July meeting for their personal review purposes. Further discussion will be held at the July meeting when the public has an opportunity to attend. C-T Wright noted that contained within this evening's packet was a document prepared by Administrator/Planner Arnold regarding the Town's standards for rural mailbox installation and position within the right-of-way (see attached).

Report/Update from Clerk/Treasurer Wright Re: Department of Natural Resources Parking Area

Wright reported that there has been no further action taken by the DNR to date beyond staking the boundaries of the parking area.

Report on Mulch and Possible Resources to Chip Brush

C-T Wright reported that he spoke to the Town Patrolman for the Town of New Glarus re: their willingness to use their chipper to process Town of Verona brush; for a variety of reasons, the request was denied. Wright stated that he has been too busy to contract other firms/contractors in the area to find out their rental fee/hourly rate for resources to process brush.

Establish an Agenda for the July 3, 2013 Meeting

The following items were suggested for the July meeting: Call to Order; Approval of Agenda; Public Comments; Approval of Meeting Minutes from the June 5, 2013 Meeting; Installation of New Member Tom Jellings; Continued Review of Trimming and Brushing Statement Policy; Report/Update from Clerk-Treasurer Wright on the Department of Natural Resources Parking Area; Report on Possible Resources to Chip Brush; Establish August Agenda; and Adjourn.

Adjourn

Motion to adjourn made by Mathies; 2nd by Stellick. Motion carried at 9:03 PM.

John Wright
Clerk-Treasurer

Approved: August 7, 2013