

## REGULAR MONTHLY BOARD MEETING MINUTES

### TOWN OF VERONA

April 6, 2016 6:30 P.M.

Town Hall, 335 N. Nine Mound Road Verona, WI 53593-1035

Present: Geller, Maxwell, Dreger, Enburg, and Duerst

Absent:

Staff Present: Arnold, Wright

Also Present: see sign in sheet

1. Call to Order/Approval of the agenda – Mark Geller called the meeting to order at 6:31 p.m. Approval of the agenda by Duerst. Second by Enburg. Motion carried.
2. Pledge of Allegiance
3. Announcements
  - a. Election summary – The group commended John, Tammy, and the election workers on a well-run election. Voter turnout was about 70%.
  - b. Upcoming information meetings – Amanda announced that there are coming meetings about the reconstruction of Highway 69 and also a listening session hosted by Representative Hesselein.
4. Public Comment - None
5. Old business
  - a. Discussion and action re: update to committee and commission positions and terms. Mark Geller explained that Doug Maxwell would prefer that Tom Mathies chair the ordinance rather than him. Amanda pointed out the terms are up for Ron Melitsoff on Plan Commission and Terry Schnapp and Craig Schneider on EMS. Motion by Mike Duerst to reappoint those members with the suggestion that Terry's term end in 2017 and Craig's in 2018, so they are staggered, and approve Tom as the ordinance committee chair. Second by Dreger. Motion carried unanimously.
6. New business
  - a. Presentation and discussion re: 2015 draft audit – Tara Bast presented the findings of the audit. She explained that the town remains in great financial shape. There were questions about how accounts are categorized as committed, restricted, and undesignated. No action was taken.
  - b. Discussion and action re: Resolution 2016-2 Allowing Posting of Public Notices on the Internet Site in Lieu of Physical Postings at Miller and Son's Grocery and the Verona Public Library. Amanda and John explained that state statutes have changed and towns can now post notices that don't need to be published at one location and online. Staff suggested the resolution to allow for times when posting at three locations isn't practical. Laura Dreger pointed out that people have to know to go the website and it's good to have a chance for people to notice something of interest as they pass by a bulletin board. Motion to approve Resolution 2016-2 by Enburg. Second by Duerst. Enburg: aye, Duerst: aye, Dreger: no, Maxwell: aye, Geller: aye. Motion carried.
7. Reports
  - a. Plan Commission:
    - i. Update re: approach for comprehensive plan – Doug Maxwell reported on the concept of dividing the town up into areas to address land use recommendation on a detailed level.
    - ii. Update on the Woods at Watch Hill development – Doug also reported that he and Amanda have met multiple times with the developer. An issue has arisen related to boundary lines and driveways (the developer previously thought the neighbors' drive was on his property but it is not), so he will have to come forward with a revised design.
  - b. Public Works Committee:
    - i. Discussion and action re: driveway access for Lot 1 & Lot 2 located at Spring Rose Road and the Town line – Manfred Enburg reported that the Public Works committee had reviewed the application and was recommending approval. He explained that a couple of potential points for access to Lot 1 exist for future development. Motion by Enburg to approve the driveway access permit for Lot 2. Second by Maxwell. The applicant asked if a 15" culvert would be acceptable rather than an 18" one. Manfred responded that would be fine if approved by the Public Work Project Manager. Motion carried unanimously.

- ii. Manfred also reported that the PW committee is working on spring weight limits and street lights.
- c. Natural and Recreational Areas Committee – Bill Keen reported that the committee is editing the open space and parks map for inclusion in the comprehensive plan. They would also like to work with the ordinance committee on an invasive plants ordinance and the authorization to hire a weed commissioner.
- d. Ordinance Committee – Tom Mathies reported the ordinance committee working on a sewer stand by fee policy, conditions for fireworks permits, permitting for bike races, the establishment of an appeals board, and an update to the firearms ordinance. Mark Geller asked if they could also make revisions to the driveway ordinance a priority.
- e. Financial Stability Committee - Laura Dreger reported that the committee was working on short, medium, and long range town goals and the money needed for to meet them. They are also reviewing the Town's assets.
- f. EMS Commission: Mike Duerst reported that runs are up and that the staff has received raises.
- g. Town Chair:
  - i. Discussion of bid results for the new town hall and maintenance building – Mark pointed out that the bids were received the day after the last board meeting. Approximately 17 contractors attended the pre-bid meeting and five submitted bids. Mark read off the following bid results:

ii.

Contractor	Base bid	Alt #1 – Salt shed	Alt #2 – PW extension	Alt # - generator
CG Schmitdt	3,619,00	446,188	133,475	260,237
JP Cullen	2,961,566	198,200	62,700	92,900
Joe Daniels Const.	3,360,000	263,993	79,940	115,000
McKee Assoc.	3,320,000	240,000	58,000	89,000
Miron Const.	3,102,780	182,913	62,397	85,135

There was a general conversation about the bids and the upcoming annual meeting.

- h. Supervisors: Laura Dreger asked about surveyors who said they were working for the Town. Amanda and John said no surveyors were under contract by the Town. Manfred Enburg raised concerns about N. Nine Mound Road being closed.
- i. Clerk/Treasurer: John Wright reported on delinquent tax collection and his work the hazard mitigation and CMOM plans.
- j. Planner/Administrator:
  - i. Discussion and action re: hiring of a building inspector – Amanda summarized the hiring process and recommended hiring John Crook, who already works part time for the Town, and asking Todd Parkos to serve as a backup inspector. She also reported on new software that allows inspectors to log inspection in the field. Motion by Duerst to approve the hiring of John Crook and Todd Parkos and the purchase of the software and any necessary accessories such as a phone or tablet. Second by Enburg. Motion carried unanimously.
- 8. Discussion and approval of minutes of the March 1st meeting – Motion to approve by Maxwell. Second by Enburg. Motion carried.
- 9. Approval of payment of bills – Motion to approve by Enburg. Second by Duerst. Motion carried.
- 10. Adjourn – Motion by Dreger. Second by Duerst. Motion carried at 8:26 p.m.

Approved: May 3, 2016

Submitted by: Amanda Arnold