

REGULAR MONTHLY BOARD MEETING MINUTES

TOWN OF VERONA

August 5, 2014 6:30 P.M.

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

Present: Rego, Enburg, Geller, Miller, Combs

Absent: None

Staff Present: Arnold, Wright,

Also Present: see sign in sheet

1. Call To Order – Dave Combs called the meeting to order at 6:35.
2. Pledge of Allegiance
3. Approval of Agenda – Motion by Rego. Second by Miller. Motion carried.
4. Announcements
5. Public Comment - This section of the meeting provides the opportunity for comment from persons in attendance on items **not** listed below over which this governing body has jurisdiction. Comments on matters not listed on this agenda could be placed on a future meeting agenda. – None
6. Unfinished business
 - a. Update on draft memorandum of understanding with the City of Fitchburg – Amanda pointed out some edits made by Fitchburg staff before it was sent into their Council process. Motion by Geller to approve the edits. Second by Miller. Motion carried unanimously.
 - b. Discussion and action re: a right-of-way permit for the lowering of a portion of Fitchrona Rd. – Gregg Miller explained that the site visit made him feel the request made sense. Bob Rego added that the road condition in that area was better than to the south and he'd recommend getting core samples (when the road is lowered might be a good time). Motion to approve by Rego. Second by Geller.
 - c. Discussion and action re: road haul permit for Yahara Materials – Yahara Materials representatives presented a draft road haul permit with a series of conditions. When the road is resurfaced the would pay for additional pavement to offset the impact of their trucks. The will also add shoulders on the uphill portion of hills on both sides for bikers. Intersection improvements are also planned. Dave asked about the status of their application with the City of Fitchburg. They have not applied because they are doing their due diligence which includes working with the Town. Mark Geller raised concerns about what standard the road would be repaired to since it's already in poor condition. Manfred Enburg asked if they had considered the cost of a concrete intersection as he had mentioned at the last meeting. Manfred also reiterated that he's like more recent traffic counts. Amanda suggested including a protocol for dealing with potholes. Motion by Enburg to table action until more information is gathered. Second by Rego. Motion carried unanimously.
7. New business
 - a. Discussion and action re: Chapter 1 (General Government) and Chapter 2 (Finance and Taxation) of the new code of ordinances – Amanda explained that the attorney had follow up questions to the suggestions made by the Board during their earlier review of these chapters. Amanda suggested an in person meeting with the attorney. Thursday, August 14th at 3PM was selected. Motion by Rego to table action until that time. Second by Enburg. Motion carried unanimously.
 - b. Discussion and action re: Resolution 2014-4 establishing the Town of Verona Elections Board – Motion by Enburg to approve the resolution. Second by Rego. Motion carried unanimously.
8. Reports
 - a. Plan Commission:
 - i. Discussion and action re: Dane County blanket rezoning – Manfred recapped the process to date. Motion by Enburg to approve the blanket rezoning with a request to Dane County to change the rezoning of the Town Hall site from R1 with a CUP to LC1. Second by Geller. Bob Rego commented that he had spoken with Brian Standing at the County and that a Town sponsored blanket rezoning is something Dane County might work with the town to accomplish. Motion carried unanimously.
 - ii. Discussion and action re: CUP for Town Hall necessitated by the blanket rezoning (Dane County application 2014-02283) – No action would be needed on this item if the new zoning were LC1.
 - iii. Discussion and action re: Land Use Change Application #2014-6 – dated 6/30/2014 for property located at 2817 White Crossing Rd., submitted by Bill Krell for the Krell Company. The purpose of the application is to allow a Conditional Use Permit for unlimited livestock on 3-16 acres within the A2(8) zoning district. – Tabled at Plan Commission. No Board action at this time.
 - iv. Discussion and action re: Land Use Change Application #2014-7 – dated 7/8/2014 for property located at 2796 White Crossing Rd., submitted by Mandy Thomas. The purpose of the application is to allow a Conditional Use Permit for unlimited livestock on 3-16 acres within the A2(8) zoning district. – Tabled at Plan Commission. No Board action at this time.
 - v. Discussion and action re: Land Use Change Application #2014-8 – dated 7/10/2014 for property located at 1100 East Verona Ave., submitted by Jan Zimmerman for Dane County. The purpose of the application is to allow for a Conditional Use Permit for governmental uses within the A3 zoning district. – Motion by Enburg to approve the CUP. Second by Geller. Motion carried unanimously.

- b. Public Works:
 - i. Update and action re: reconstruction of Old PB bridges – Amanda explained that the DOT has determined that design work needs to be readvertised for both bridges. The Town will need to do an RFP process for its bridge and the City will have to do an RFP for their bridge. Amanda will provide more information at a future meeting.
 - ii. Update on construction timing for Davis Hills and Range Trail – Amanda discussed the timing of the road projects and added that the City of Verona will be working on Locust Drive and would like to close that road. Motion by Enburg to approve the road closing and authorize the Chair to approve a right-of-way permit for the tapering of the City road into the Town road. Second by Rego. Motion carried unanimously. Related to Range Trail, Amanda mentioned that MSA would like to start surveying and design work for the intersection this fall so the work could be bid in the winter to get a better price. Motion by Enburg to approve a work order for up to \$3000 for survey work with stipulation that the current leaf cover won't impede the work. Second by Rego. Bob asked if they were going to lower the road at the intersection. Amanda responded that would be resolved in the design process. Motion carried unanimously.
 - iii. Discussion and action re: salt contract for 2014-2015 – Amanda explained that salt cost are increasing from \$63.16 per ton to \$72.63 a ton due to supply and demand. There was a brief conversation about other options like brine and partnering. Since the contract was signed previously, other options would have to be pursued another time.
- c. EMS: Bob Rego commented on his good experience when his family needed to make a call for an ambulance recently.
- d. Open Space and Parks: John Wright reported about a Dane County representative attend the last meeting to discuss parking lots to access the Sugar River.
- e. Town Chair:
 - i. Discussion and possible action re: composting/brush hauling in the Town – Dave suggested that this issue be take up later since decisions about a future building site could affect plans. Ron Melitsoff suggested that the Town explore using a City of Madison site near CTH M. Amanda said she'd follow up.
 - ii. Update on conversation with the City of Verona re: growth issues - Dave summarized a meeting that he and Amanda had with the Mayor and City staff. Dave feels the City is open to discussing boundary agreements. They plan to discuss it at an upcoming committee of the whole meeting. Dave also mentioned that as part of the fire station project, the City would like to place geothermal heating/cooling facilities under a portion of the ice arena site. No major concerns were raised. An easement agreement will likely be on next month's agenda.
- f. Supervisors: Bob mentioned that the DNR has added 80 invasive species to their plant list. This may be reason to consider a weed commissioner. Dave mentioned an Aug 27th dairy farm event. There may be discussion of the instruments of husbandry legislation there.
- g. Clerk/Treasurer:
 - i. Update and action re: driveway ordinance – John presented some sketches to be added to the new revised driveway ordinance. The Board determined that 12' was an appropriate minimum width for a hard surface. It was felt that 14' was too much to require. The Board suggested a sketch showing a fire truck and trees. John also has a sketch of a hammerhead to create. John will bring back a final draft next month.
 - ii. Update and action re: sewer maintenance – John provided a map and explained how the two sewer systems work and discussed the remaining capacity. He also reviewed the amount spent to date filming portions of the system. He reviewed cost estimates of repairs needed. About \$5000 is left in the maintenance budget (\$14,174.53 of \$20,000 budget has been spent), so the Board selected one \$5,000 repair to make out of a total of \$39,165 of needed repairs. Manfred suggested that the Town organize a meeting of the residents in the sewer district to discuss future repair needs.
- h. Planner/Administrator:
 - i. Discussion and action re: a request for proposals for assessment services – Motion by Geller to release the RFP. Second by Enburg. Mark Geller though the RFP was good, but wondered if the Town would need to pay more for services. John replied that most of what's in the RFP is routine. Motion carried unanimously.
 - ii. Update on year to date finances – Amanda handed out a summary of the year to date balances. She explained that she's been working with the auditor to arrange the accounts correctly in Quickbooks. This has changed some of the budget amounts because accounts like escrows have been moved out of the budget. The new budget amounts have been cross referenced with the original budget and the changes documented. Because time was tight, Amanda suggested Board members contact her with questions after they review the document.
 - iii. Discussion and action re: roof and siding repairs for Town Hall
- 9. Motion to go into closed session per Wis. Stats. §19.85 (1) (e) for deliberating or negotiating the purchase of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session. Discussion and possible action pertaining to the purchase of land for Town operations. Motion by Miller. Second by Enburg. Motion carried unanimously.
- 10. Motion to return to open session – Motion by Enburg. Second by Miller. Motion carried unanimously.
- 11. Discussion and possible action on matters discussed in closed session. – The Board directed staff to ask the Town attorney to do some initial investigation and to meet with the Town Board.

12. Approval of payment of bills for May – Amanda pointed out that there was an escrow check in the batch of bills to be paid. She explained that she'll list the escrow refunds as an item if money is going to be held, but if the whole amount is returned the check will just be approved with the regular bills. John pointed out some large check for the fulfillment of the fire service contract. Motion by Enburg. Second by Rego. Motion carried unanimously.
13. Review of Building Permits, Inspection Reports, Road Haul Permits, and Right-of-Way Permits – No discussion,
14. Discussion and approval of minutes of the July 1st and July 17th meetings. Motion by Geller to approve the July 1 minutes. Second by Miller. Motion carried. Motion by Miller to approve the July 17 minutes. Second by Rego. Motion carried.
15. Adjourn – Motion by Miller. Second by Rego. Motion carried at 8:55 p.m.

Approved:

Amanda Arnold
Planner/Administrator, Town of Verona