

REGULAR MONTHLY BOARD MEETING MINUTES

TOWN OF VERONA

June 2, 2015 6:30 P.M.

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

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

Absent: None

Staff Present: Arnold, Wright, Judd

Also Present: see sign in sheet

1. Call To Order/Approval of the agenda – Mark Geller called the meeting to order at 6:32 p.m. Motion by Enburg to approve the agenda. Second by Maxwell. Motion carried.
2. Pledge of Allegiance
3. Announcements - None
4. Public Comment - None.
5. New business
 - a. Introduction of and discussion with Todd Meurer, Municipal Court Judge – Todd explained that he was recently elected to serve as judge for a four year term. The Board asked questions about the number and type of citations, and Todd explained how the prosecution typically works. Amanda Arnold and John Wright said they'd follow up with an analysis of attorney fees and other costs.
 - b. Discussion and possible action re: a request to have special charges removed from the tax bill for 3185 Timber Lane – Amanda explained she had not heard from the Monson's since last month. The item was on the agenda in case they wanted to discuss it. Doug Maxwell reported that he had driven by the property. The item remained tabled.
 - c. Discussion and possible action re: Resolution 2015- 9 Amending the general fee schedule – Amanda reported that some fees had become out of date and the town was losing money when costs were not passed on the applicant. She reviewed the current fee schedule and suggested changes with the board. There were questions about the actual costs incurred, and a general consensus that the fee to work in the road right of way should be examined more at another time. Motion by Maxwell to approve Resolution 2015-9 with the following amendments to the proposed fee schedule:
 - A \$50, rather than \$35 fee, for rush title searches.
 - The addition of language stating that the fee for permits for working in the right-of-way will be \$25 or the cost of inspection, documentation, and restoration if needed.
 - The addition of a special public hearing fee of \$100.Second by Duerst. Motion carried unanimously.
 - d. Public Hearing, Discussion and possible action re: Renewal Applications for liquor licenses for Blackhawk Bowhunters and Ole Duffers Pub. - Motion by Duerst to approve the issuance of the liquor licenses. Amanda mentioned that Ole Duffers will no longer sell cigarettes and thus does not need a cigarette license as in the past. Second by Enburg. There was discussion about reserve licenses. John Wright said he'd have to do more research about that. Motion carried unanimously.
 - e. Discussion and possible action re: Approval of Operator Licenses for the year ending 6/30/2016. – Motion by Duerst to approve the licenses. Second by Dreger. Motion carried unanimously.
 - f. Discussion and possible action re: Approval of applications for permits to display fireworks. – Motion by Duerst to approve and make sure that fireworks end by 10:30 p.m. Second by Enburg (Staff later confirmed that permits already require that fireworks end by 10:00 p.m.) Manfred Enburg asked what could be done about people who don't get permits. The Board directed staff to write a letter when someone is reported shooting off fireworks without a permit. Mark Geller suggested that a deputy could stop by the houses of those who don't get permit to inform them about permit process. Doug Maxwell suggesting putting a notice in the Verona Press. Motion carried unanimously.
6. Unfinished business
 - a. Discussion and possible action re: Appointment of Doug Maxwell to OSPC and Mike Duerst to the EMS Commission. – Motion by Enburg to appoint Mike Duerst to the EMS Commission. Second by Maxwell. Motion carried unanimously. Motion by Duerst to appoint Doug Maxwell to the Open Space and Parks Commission. Second by Mark Geller. Laura mentioned that she would still like to focus more energy on public works. The group discussed a public works committee briefly, but Mark Geller explained that OSPC has needs now and more homework needs to be done about the state and local requirements of commissions.

Motion carried unanimously. In addition, Mark Geller made a motion to reappoint Deb Paul and Laura Dreger to the Plan Commission. Second by Duerst. Motion carried unanimously.

- b. Discussion of Chapter 4 of the code of ordinance Licenses and Permits – John Wright explained that he’s read through the chapter again and he has some concerns about the liquor license section. John also wanted to confirm that the board wanted the sections discussed last month (i.e. bicycle and cat licenses struck). The board opted to keep the headings, but add a notation stating “not included at this time”. Doug Maxwell suggested breaking the chapter into sections and talking about section 4.01 next month.

7. Reports

a. Plan Commission:

Discussion and action re: Land Use Change Application #2015-1 – dated 3/27/2015 for property located at 2645 Country View Rd. submitted by Epic Systems. The purpose of the application is to rezone 5 acres of the site from A3 to LC-1 to allow for the installation of bathroom facilities for use by maintenance and landscaping staff. The application includes a certified survey map. – Manfred Enburg provided some background on the application. Motion by Enburg to approve Motion by Paul to approve Land Use Change Application #2015-1 – dated 3/27/2015 for property located at 2645 Country View Rd. submitted by Epic Systems to rezone 5 acres of from A3 to LC-1 to allow for the installation of bathroom facilities for use by maintenance and landscaping staff and also preliminarily approve the certified survey map, with the following conditions:

- Outdoor stock piles (dirt, mulch, etc.) will be prohibited
- The hours of operation will be 7 AM to 8 PM with the exception of snow plowing which may start as early as 4:30 AM.
- No loud speakers will be allowed
- Outdoor lighting will be shielded and directed away from neighboring properties
- The applicant will construct and maintain the required landscape screening.

In addition, a deed restriction will be recorded stating that the property is to be used exclusively for a grounds maintenance facility for Epic Systems.

Second by Duerst. Friendly amendment by Maxwell to add:

- weekend hours be limited to 9:30 a.m. to 4 p.m.

Motion carried unanimously.

Manfred suggested that the town focus on corridor planning to deal with roads like Country View. He also mentioned that Plan Commission plans to make a recommendation to combine Locust and Sunset where they meet Highway 69 and have it implemented as part of the Highway 69 reconstruction.

b. Public Works:

Discussion and action re: payment for Pheasant Lane paving – Ron Lease said that Pheasant Lane is 100% complete and he’s happy with the work. Amanda mentioned that cost did run over by approximately \$800, but that was for extra paving. Motion Duerst to approve payment of \$87,241.58 to Hammersley Stone. Second by Dreger. Motion carried unanimously.

Amanda mentioned that Ron had contacted the owner of the new drive on Tonto Trail and made him aware that there would be impacts to his concrete drive, which comes out into the street, if the road needs to be repaved.

Ron also gave an update on the construction on Range Trail, and there was a discussion about the town needed to be more deliberate in our signage planning. Manfred explained that ideally curves should be analyzed and signed placed according to the design of the road. However, in the case of Range Trail, it was not a fully engineered design. Amanda explained that some signs have been ordered, and can be placed along Range Trail. The board was interested in the what it would cost to have a study done by MSA to figure out the ideal placement.

- c. EMS: Mike Duerst reported on the Fitchrona EMS’s strategy for buying ambulances. There was also a brief discussion about Dane Com.
- d. Open Space and Parks: There was no meeting last month. John gave a quick update on Dane County’s plans for a parking lot on Sunset.
- e. Town Chair: Mark Geller gave an update on town hall planning. He explained that the town’s attorney is comfortable with moving forward with site preparation and that he’d like to get bids from people interested in removing the buildings. Mark also said that he’s eager to put the excess land on the market in order to pay for the new buildings. He suggested simply putting up a for sale sign to gauge interest. There was general support for that, but Manfred said he thinks it’s important to consider keeping land for a potential joint venture with the county or state on brush collection or salt storage. Mark also gave an update on the design process.

The designers are working on making sure the plans are as cost effective as possible. Mike Duerst asked if we could get someone to crop the hay. The board directed staff to arrange something. Mike and Laura agreed to reach out people who might be interested.

- f. Supervisors: Mike Duerst asked if the board wanted to pursue his experiment of using herbicide in a test case along the right-of-way. The board suggested that Mike try it on his property because they had some concerns about setting a precedent for other people using chemicals. Doug Maxwell discussed a public works committee more. It was decided that a list of topics that each committee or commission would address would be helpful. Amanda volunteered to draft something for the board to consider. The group talked about road a bit more, and Mike Duerst asked Amanda to get a cost estimate from the county for repairs to the edges of Whalen Road and correction of the dips in Riverside, Sugar River, and Valley Roads.
 - g. Clerk/Treasurer: John update the board on a few outstanding concerns on the assessment roll and reviewed protocol for the Board of Review.
 - h. Planner/Administrator: No report
8. Approval of payment of bills – Motion by Enburg. Second by Duerst. Motion carried.
9. Discussion and approval of minutes of the April 28th and May 5th meetings. Motion Enburg to approve the April 28th minutes. Second by Dreger. Motion carried. Motion by Duerst to approve the May 5th minutes. Second by Maxwell. Motion carried.
10. Adjourn. Motion by Enburg. Second by Duerst. Motion carried at 10:17 p.m.

Approved: 7/7/2015

Amanda Arnold
Planner/Administrator, Town of Verona