

## REGULAR MONTHLY BOARD MEETING MINUTES

### TOWN OF VERONA

June 7, 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, Dresser

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 Maxwell. Motion carried.
2. Pledge of Allegiance
3. Announcements – Amanda Arnold reported that John Wright was not in attendance due to a death in his family.
4. Public Comment – Tom Mathies encourage the Board to continue with the process they had started last year of abandoning single purpose roads.
5. Public Hearing, Discussion and possible action re: Renewal Applications for liquor licenses for Blackhawk Bowhunters and Ole Duffers Pub. – No one attended the public hearing to speak. Tammy Dresser gave a brief overview and the Board asked a few clarifying questions. Motion by Duerst to approve the liquor licenses. Second by Maxwell. Motion carried unanimously.
6. Discussion and possible action re: Approval of Operator Licenses for the year ending 6/30/2017. Tammy Dresser pointed out that 17 applicants were renewals and one was provisional only because her license had lapsed for a year. The Board asked if there had been any complaints or issues raised. None were. Motion by Duerst to approve the operator licenses. Second by Dreger. Motion carried unanimously.
7. Discussion and possible action re: Resolution 2016-4 for the WI DNR Compliance Maintenance Annual Report – Amanda Arnold explained that the CMAR is an annual requirement. Each year the Town fairs well in the assessment and will do so this year. There was some conversation about whether or not the Town should keep a goal of having \$150,000 in reserves or invest that in the infrastructure. The consensus was that it was good to have the funds on hand. Motion by Duerst to approve Resolution 2016-4. Second by Enburg. Motion carried unanimously.
8. Reports
  - A. Plan Commission:
    - i. Discussion and possible action re: timeline and letter of intent for potential opt of from Dane County zoning – Doug Maxwell explained that that both the Dane County Towns Association and Dane County have groups working on the development/amendment of zoning codes. He and Amanda will try to attend these meeting, but he would also like alternates. Manfred Enburg and Laura Dreger volunteered. Doug suggested that after attending several of these meeting, the representatives would report back to the chairs of the various town committees and ultimately make a recommendation to the Board. Doug clarified that the Town has to issue a letter of intent to withdraw by the October 4<sup>th</sup> Board meeting. Manfred Enburg stated that there was no harm in issuing that letter earlier since it was non-binding. The group agreed to put the issue on the next Board agenda. Amanda passes out a letter from Harvey and Barb Temkin encouraging the board to opt out of Dane County zoning.
    - ii. Update on boundary agreement adoption process – Doug Maxwell reminded the group of the upcoming public hearing. Tom Mathies stressed the importance of adding back the language in the agreement about requiring five years of taxes to be paid to the town after annexation (this was later added back).
    - iii. Doug went on to tell the Board that construction had been halted at the Woods at Watch Hill by Dane County because issues with the erosion control and stormwater management permits have not been resolved.
    - iv. Doug noted that a survey had been sent out to all property owners in “Area 2” of the comprehensive plan outreach. There was some conversation about how the results of that area would be tallied and combined with those from future discussions.
  - B. Public Works Committee
    - i. Discussion and action re: field access for 1848 Fritz Road. Motion by Enburg to approve the permit. Second by Duerst. There was no discussion since this was previously discussed at the public works committee. Motion carried unanimously.
    - ii. Manfred Enburg reported that the committee is also working on 1) signing of roads for spring weight limits, 2) a hierarchy of town roads to determine where best to spend funds, 3) plowing agreements with the adjacent cities. Manfred also mentioned that he met with Yahara Materials and they are willing to contribute to upgrades to Whalen in return for being able to haul there, but any improvements would have

to be a coordinated effort with the City of Verona, and Manfred would want to seek federal or state funding. There was also a discussion about traffic counts and the potential for buying a radar traffic counter. Mike Duerst added that the Town is going to need a new mower soon. The public works will continue the conversation about necessary public works purchases.

C. Natural and Recreations Areas Committee – No report

D. Ordinance Committee:

- i. Discussion and possible action re: Ordinance 2016-1 Cycling Event Ordinance – Tom Mathies explained that this was an update of what was presented at the May regular meeting. Motion by Enburg to adopt the ordinance with the understanding that the Clerk/Treasurer would finalize the formatting. Second by Dreger. Motion carried unanimously.
- ii. Discussion and possible action re: Ordinance 2016-2 Amendment to Chapter 3 regarding the regulation of fireworks – Tom Mathies explained that the point of these amendments was to make the ordinance better match state statues and existing practices. Two edits were made: the timeframe for submitting an application was changed from 30 days before the event to 10 calendar days and the start time for fireworks was changed from noon to 9:30 a.m. Motion by Dreger to approve the ordinance amendment with the edits. Second by Duerst. Motion carried unanimously.
- iii. Tom explained that the ordinance would like some guidance on a potential update to the firearms ordinance at the next meeting.

E. Financial Sustainability Committee: Laura Dreger pointed out that financial issues would be dealt with under the Chair's report.

F. EMS Commission: Mike Duerst reported that the floor in the apparatus bays of the new station had settled. Runs are up. EMS has changed how they categorize some capital expenditures (switching them to operating expenditures) and labor costs which are the majority of the budget are up.

G. Town Chair:

i. Update on town hall, maintenance building, salt shed construction plans – Mark Geller reported that the salt shed could be finished by August and the town hall walls should be up by mid July. The project is currently under budget.

ii. Discussion and action re: budget amendment to bring in reserve funds for town hall construction – Mark went on to explain that Capital Bank has offered services to the town several times, and one advantage they offer is that is a line of credit were pulled they would arrange inspections and title insurance before each bank draw. While the Town may not have to actually go into debt for the new facilities, a line of credit may be needed while the Town waits for proceeds from the land sale. Several Board members expressed interest in pulling from the Town's own funds first. Mark explained that Capital Bank can arrange for that and still apply the title insurance and inspections. Amanda Arnold had suggested bringing in \$250,000 from reserves, but it was decided that \$400,000 was a better number because larger payment be due soon. In summary, at the end of 2015 there was \$544,190 in surplus unassigned funds, and \$259,772 in funds assigned to the new construction. The adopted budget already calls for \$165,810 of the \$544,190 to be used for consulting and other operational expenses. In moving \$400,000 from reserves into the budget, accounting for the \$165,810 already committee, \$234,190 would be added to the operational budget at this time. Motion by Duerst to pull a line of credit with Capitol Bank, but not use it until at least \$400,000 of reserve funds on hand have been use. Second by Maxwell. Motion carried unanimously. Motion by Enburg to amend the 2016 budget to bring in an additional \$234,190 from reserves (that plus the already planned \$165,810 would equal \$400,000) and authorize the first payment to JP Cullen in the amount of \$167,661.70. Motion carried unanimously.

iii. Discussion and action re: contracts with Homan Construction and the Cuningham Group – Mark Geller explained that the Town had gotten copies of the contracts just a few days ago and he had not had time to review them. Motion by Enburg to table. Second by Duerst. Amanda reminded the group that Tim Homan and the Cuningham Group both have to do things to move the project forward at this time, so there will still be incremental bills even without the approval of the full contracts. Mark Geller added that some of the work that the Cuningham Group is doing is design revisions that will ultimately save money. Motion carried unanimously.

iv. Discussion re: sale of existing building. Mark reported that the Town had received an informal offer of \$225,000. Mike Duerst stated that residential lots are going for \$80,000 and he thought the existing site could accommodate at least three lots, so he would like to see an offer that's a little higher. The board decided to take the offer under advisement but asked Amanda to get an updated appraisal done.

- H. Supervisors: Laura Dreger asked if there had been follow up with the City of Fitchburg on speed limits on Nesbitt and Fitchrona Road. Amanda responded that she had not had a chance to do that but she will.
  - I. Clerk/Treasurer: no report.
  - J. Planner/Administrator – Amanda Arnold reminded the group that the PGA golf tournament was scheduled for the end of the month and the it could bring 12,000 people to the area. She also mentioned that the City of Madison is no longer accepting yard waste from other jurisdictions, so private disposal is the only option for property owners in the town now.
6. Discussion and approval of minutes of the May 3rd and May 13<sup>th</sup> meetings – Motion to approve the May 3<sup>rd</sup> minutes with by Duerst. Second by Enburg. Motion carried. Motion by Duerst to approve the May 13<sup>th</sup> meeting minutes a correction to the date. Second by Enburg. Motion carried.
7. Approval of payment of bills – Motion by Maxwell. Second by Duerst. Motion carried.
8. Adjourn – Motion by Duerst. Second by Enburg. Motion carried at 8:58 p.m.

Approved as amended: June 12, 2016

Submitted by: Amanda Arnold, Planner Administrator