

## REGULAR MONTHLY BOARD MEETING MINUTES

### TOWN OF VERONA

Tuesday, September 3, 2013 6:30 P.M.

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

Present: Combs, Rego, Enburg, Geller, Miller

Absent: None

Staff Present: Arnold, Wright, Lease

Also Present: See sign in sheet.

1. Call To Order/Approval of Agenda

Dave Combs called the meeting to order at 6:31 p.m. Motion to approve the agenda by Rego. Second by Miller. Motion carried.

2. Public Comment

John Wright informed the Board that staff received a copy of a draft joint driveway agreement from Tom Long, former owner of 6636 Purcell Rd. John handed out the unsigned agreement that was drafted in 2005. Amanda explained that she has written the new owner and the owner of the property that needs access. They have met, but Amanda has not received a signed joint driveway agreement from them yet. She offered to pass on this draft document to them for their use.

3. Presentation by Brian Myrland, EMS Chief

Brian Myrland presented the draft 2014 budget for the Fitchrona EMS service. There were questions about the future station locations, the criteria used to buy an ambulance, and the management of calls to Belleville.

4. Update and possible action re: run off on Sunset Dr.

Amanda pointed out the Board had a study produced by MSA in 2000 in their packet. The report included costs for stormwater management on private property. Ron Lease reported that he can clean out the ditch on the northern side of the road. Russ Riley explained that he thought the Town should partner with the neighbors to resolve the issue to the south. He suggested that the Town obtain the necessary permits and the neighbors could do the work. Manfred Enburg suggested easements might be needed to manage the maintenance of the ditches. There was a general discussion about gathering existing survey work, drawing up concepts improving the drainage, and getting in touch with FEMA. The Board directed staff to gather existing maps and coordinate with permitting agencies and report back to the Board.

5. Discussion and action on the following ordinances:

- a. John Wright presented an updated draft driveway ordinance. Manfred suggested that the distance referenced from the center line should be from the edge of the right-of-way instead. He also suggested that there should be a minimum driveway spacing distance specified. Bob Rego suggested that the Town attorney review the document before the Board adopts it.

Amanda explained to drive related policies that the staff would like to implement. First, local driveway permits should be required even when a property owner is getting an access permit on a state or county road. Second, when a property owner is pulling permits for a new house and a driveway at the same time, they should only be charged \$2000 escrow instead of \$2000 for the house and \$1000 for the drive since the impact would be inter-related. The Board concurred.

Amanda presented two driveway permits. Ron Lease discussed the permit for 2782 White Crossing. This permit is being sought now because the work can be coordinated with upcoming road work. Stacey Bean has agreed to reimburse the Town for the cost of the culvert if it can be done as part of the current construction. Motion by Enburg to approve permit number WHCR-13 for Stacey Bean for the property located at 2782 White Crossing Rd. Second by Rego. Motion approved unanimously. Motion to approve permit # RNGT- 13 for Kyle Dziubla for a property located on Range Trail. Second by Miller. Motion approved unanimously.

- b. Amanda presented edits to the building code base on changes in electrical licensing and new pool cover technology. Motion by Enburg to approve Resolution 2013-8 to amend the comprehensive building code. Second by Miller. Motion approved unanimously.

6. Reports

Plan Commission – No report.

Public Works – Ron Lease provided an update upcoming road work. There was a discussion about what route the trucks working on Sunset would take. Amanda reported that the Town has received a lot of complaints about traffic on Range Trail. Amanda also passed out the signage plan that was requested of Epic for their hauling of soil across Country View Rd. Manfred expressed concern about the lack of signage on PD.

EMS – No report.

Fire – Dave reported that the new truck, which is City owned, has been delivered.

Open Space and Parks – Gregg Miller presented an update to the brushing and trimming policy. There was some debate about whether or not the statement should say that some particular species of trees should be preserved or not. Manfred pointed out that trees can be a static hazard rather than just a hazard because of disease or damage. The Board decided the policy should have legal review before action.

Town Chair – No report.

Supervisors – Bob Rego discussed pending legislation about weight limits for farm equipment. He pointed out that this could be a permitting challenge for the Town. Gregg Miller explained that when culverts were installed on White Crossing Road in 1984, they were raised a foot and have caused additional water to be held on Bill Krell's property. He wondered if there was anything the Town could do. There was a general conversation about the drainage in that location, but no final suggested action.

Clerk/Treasurer – John Wright explained that he has received the new levy limit worksheet and the Town should be able to levy a little more money in the next year. John also reported that there is a new requirement for a Capacity, Management, Operation and Maintenance program (CMOM) for sewer systems. Staff will work on this requirement and may need some assistance from consultants. John also mentioned that property data is now available on assessor.com and will be linked to the Town site.

Planner/Administrator – Amanda Arnold explained that she has discovered two errors that were made when the budget was crafted last year. First, not enough money was budgeted for the new truck, but some money was put in reserves that could be transferred. Second, money was collected for a special assessment for septic inspection, but it wasn't included in the budget as a line item and is needed to pay the associated fee to Public Health. Motion by Rego to transfer \$45,000 from Public Safety to Public Works (Line item #1054114 Machine – Capital) for the purchase of the new truck. Second by Miller. Approved unanimously. Motion by Enburg to add \$5,367 to revenue line item #1042000 Special Assessments to represent the collected fees and add a line item in expenses under Health and Human Services for septic inspection for the same amount. Second by Miller. Approved unanimously.

7. Motion by Enburg to approve the payment of bills from August. Second by Miller. Motion carried.
8. Review of building permits, inspection reports, road haul permits, and right-of-way permits. Amanda pointed out that two fireworks permit applications have been received. One is for 2021 Manhattan Dr. and the other is for 7474 Rolling Meadow Rd. The Board saw no issues with the Chair signing the permits.
9. Motion by Enburg to approve the minutes of the special and regular August meetings. Second by Miller. Motion carried.
10. Motion by Miller/Second by Rego to adjourn. Motion carried at 9:20 pm.

Approved: 10/1/2013

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Amanda Arnold  
Planner/Administrator, Town of Verona