

**Present:** Manfred Enburg, Mike Duerst, Philip Meinel, John Senseman

**Absent:** Kirk Trainor and Russ Swiggum

**Also Present:** John Wright, Clerk-Treasurer, Amanda Arnold, Planner/Administrator, Mark Judd, Road Patrolman, Ron Lease, Project Manager, Kevin Lord, MSA Engineer

1. Call to Order/Approve Agenda – Manfred Enburg called the meeting to order at 7:02 a.m. Motion to approve the agenda by Senseman; 2nd by Meinel. Motion carried.
2. Meinel moved to approve minutes from 2/24/2016: 2<sup>nd</sup> Senseman. Meinel suggested a wording change. The minutes from 2/24/2016 were approved as amended. Senseman moved to approve the minutes of 3/29/2016; 2<sup>nd</sup> Meinel. Motion carried. Member Duerst joined the group.
3. Discussion with Engineer Kevin Lord of MSA Regarding Road Projects with Recommendations to the Town Board Based on Bids Received by April 15, 2016 – The group reviewed the bids.
  - a. Wolf Paving was the low bidder on all of the projects but one (Sunset Drive). Kevin suggested that it might be more efficient and less costly to just to use one contactor rather than coordinating with two.
  - b. Amanda suggested waiting on Wesner Road until the Town could coordinate additionally with Resurrection Lutheran Church and Dane County; without objection. Enburg suggested approaching the County to see if they would agree to resurface their portion simultaneous with the Town. Enburg would like to invite representatives from Dane County Parks to the Town Hall to discuss an estimate to mill and overlay.
  - c. Motion by Enburg to suggest that the Board move forward with work on Goose Lake (will receive Local Roads Improvement Grant funding), Horseshoe Bend, and Sunset Drive. 2<sup>nd</sup> by Duerst. Motion carried
  - d. Amanda pointed out the quote for crack filling/sealing. Motion by Meinel to accept the crack filling bid. 2nd by Duerst. Motion carried.
  - e. The group discussed the quote for chip or slag sealing Shady Oak and decided it would be best to do after the construction associated with the new Woods at Watch Hill development.
  - f. Mark Judd pointed out that portions of Locust and Woods Road are in such poor condition that he just fills and wedges over and over again. The group was comfortable getting prices for doing a basic seal coat. It was noted that only 1000 feet of Woods remains in the Town of Verona. There was a brief discussion regarding the need to gather traffic volume statistics by setting out the Town's traffic counter. Amanda agreed to speak with City of Madison Engineer Rob Phillips regarding possible cost-sharing to improve Woods Road prior to the scheduled PGA Tournament to be held at the University Golf Course or to see whether the Town's portion could be improved when PD is scheduled for paving.
4. Review Field Road Access Request for parcel 0608 311 8840 4 Opposite 1848 Fritz Road – Staff explained that this was for the property owner who lives across the street to pull small equipment into the field. John Wright pointed out that the site is zoned residential. Member Duerst suggested that a 26' culvert be put in so that if it becomes a residential drive later it would be compliant with that standard. Chair Enburg suggested that the access be granted, but would have to be reviewed again if a home were built in the future. Motion to approve a field road access only, requiring the owner to return if seeking a residential access in the future by Duerst; 2nd by Senseman. Roll call vote: Duerst, aye; Senseman, aye; Meinel, aye; and Enburg, aye. Motion carried.
5. Review Upcoming Projects/Issues
  - a. List of Town roads requiring signage for spring weight limit posting – The group reviewed a list that John Wright had created and prioritized the roads requiring signage for Spring weight limits. Staff will look into getting signs before next spring. The ordinance related to road hauling will also need to be updated.
  - b. Location of street lights in the Town and Board action and conditions for their approval – John Wright reviewed the location of existing lights. There have been inconsistent policies about placement. A new policy should be created.

- c. Update on private road review of The Woods at Watch Hill by the Verona Fire Department/Fitchrona EMS and discussion of intersection control options at Shady Oak Lane intersection – There was no update because the Town has not received drawings from the developer. Chair Enburg suggested that the Town have its engineers design the intersection and charge the developer.
- 6. Review Ten Year Average of Road Construction and Maintenance Costs – Amanda handed out two different summaries. One of projects done over the last several years and another with total amount budgeted. She explained that deriving how much was spent on routine maintenance will take longer.
- 7. Review of Vehicle Mileage/Hours – John Wright handed out a log of hours and mileage. This will be an ongoing analysis like the costs listed above.
- 8. Review of Prior Five Years of Road Work – see item 6 above.
- 9. Review of Road Projects by other Agencies/Jurisdictions – Amanda handed out summary for reference.
- 10. Set May meeting date and agenda-May 24, 2016 at 7 AM:
  - Call to Order/Approve Agenda
  - Approve Minutes from 4/26/2016
  - Discussion Regarding Possible Routing for Yahara Materials via Whalen Road
  - Updates for Local Roads
    - County Highway M and PD
    - Wesner Road
    - Nine Mound Road
  - Update on Wingra Quarry Annexed into the City of Verona
  - Discuss Snow Plowing Agreements with Surrounding Municipalities
  - Review Map of Culvert Locations/Inventory on Town Roads
  - Review Map that Ranks Seasonal Weight Limit Signage and Location for Town Roads
  - Review Traffic Counts
  - Schedule June 2016 Meeting and Set Agenda
  - Adjourn
- 11. Duerst moved to adjourn; 2<sup>nd</sup> Meinel. Motion carried at 8:39 AM.

Approved: May 24, 2016

Prepared by: Amanda Arnold, revised by John Wright