

Town of Verona  
Public Works Committee Minutes  
Town of Verona Hall, 335 N. Nine Mound Rd, Verona, WI  
2/24/2016

**Present:** Manfred Enburg, Mike Duerst, Kirk Trainor, Philip Meinel, and Russ Swiggum

**Absent:** John Senseman

**Also Present:** John Wright, Clerk-Treasurer, Tammy Dresser, Deputy Clerk/Treasurer, and Amanda Arnold, Planner/Administrator

Chair Enburg called the meeting to order at 8:30 AM

#### **Introductions of Members-**

Manfred serves as a Supervisor on the Town Board and is Chair of this Committee; he is a civil engineer employed by TranSmart Technologies. Kirk Trainor is an area farmer who has a great deal of experience with large equipment. Philip Meinel is a structural engineer and is employed by the Wisconsin DOT. Russ Swiggum owns a local excavating firm and also has practical experience with large equipment. Mike Duerst serves as a Supervisor on the Town Board and is a local farmer with large equipment experience.

#### **Establish Future Meeting Schedule-**

The regular meeting schedule will be on the Tuesday before the final Thursday of each month; the group prefers early mornings at 7:00 AM.

#### **Discussion and Possible Recommendation re: Driveway Permit and Variance Request for 1734 Black Cherry Court-**

The applicant was not in attendance. After review, the members made a recommendation to the Town Board that they approve the driveway application, but deny the variance request to exceed the twenty-six foot culvert length that is defined within the Town Driveway Ordinance; without objection.

#### **Discussion and Possible Recommendation re: 2016 Bridge Inspection Contract**

Administrator Arnold noted that inspections are required even for bridges scheduled to be replaced. This is work that must be approved by contractors approved by the Wisconsin DOT, so the schedule and fees are not negotiable. The members had made a recommendation for the Town Board to approve the contract as presented; without objection.

#### **Discuss Five-Year Capital Improvements Plan**

Administrator Arnold agreed to prepare a list of upcoming projects that she will share with the Committee before the next scheduled meeting. This plan should include roads, culverts, bridges, public sewerage, and stormwater structures. Clerk/Treasurer Wright will gather some information on large equipment and PASER data for scheduling road construction/maintenance.

#### **Schedule March 2016 Meeting and Set Agenda-**

The next meeting will occur on Tuesday, March 29, 2016 at the Town Hall, 7:00 AM. Agenda items will include:

- Call to Order
- Review Upcoming Projects/Issues
  - Driveway access for Lot 1 & Lot 2 located at Spring Rose Road and the Town line
  - Spring weight limits
  - Street light request at Tonto Trail
  - Discussion of review process for new road at 3159 Shady Oak Lane
- Discuss Five-Year Capital Improvements Plan
- Review Equipment Inventory
- Review Overview of Upcoming Road Projects

- Schedule April 2016 Meeting and Set Agenda
- Adjourn

**Adjourn-**

The meeting was adjourned at 9:30 AM, without objection.

Approved: 4/26/2016