

Town of Verona
Public Works Committee Minutes
Town of Verona Hall, 335 N. Nine Mound Rd, Verona, WI
3/29/2016

Present: Manfred Enburg, Mike Duerst, Philip Meinel, John Senseman, and Russ Swiggum

Absent: Kirk Trainor

Also Present: John Wright, Clerk-Treasurer, Tammy Dresser, Deputy Clerk/Treasurer, and Amanda Arnold, Planner/Administrator, Bob Dillis, applicant for Spring Rose driveway permit

Chair Enburg called the meeting to order at 7:00 AM; Senseman moved to approve the agenda as presented; 2nd Swiggum. Motion carried.

Review Upcoming Projects/Issues-

Driveway access for Lot 1 & Lot 2 located at Spring Rose Road and the Town line

The permit request from Bob Dillis is for Lot 2 of Certified Survey Map 12831. There was brief discussion regarding future access to Lot 1 of CSM 12831 to the north and whether it would be accessed through a joint driveway passing through Lot 2. The group agreed that a separate driveway for Lot 1 was possible at a future date, providing that a 100' wide vision triangle was maintained that would be centered on that possible future access point. Duerst moved to approve the driveway permit for Lot 2 of CSM 12831 (access to Spring Rose Road was approved by the Town of Springdale Board at their April 11, 2016 meeting); 2nd Meinel. Roll call vote: Duerst, aye; Meinel, aye; Senseman, aye; Swiggum, aye; and Enburg, aye. Motion carried. Deputy Clerk/Treasurer Dresser confirmed that the Town has a Joint Driveway Agreement on file for Lot 2 of CSM 12831 and the Jaggi property to the south in the Town of Montrose. There followed a brief discussion as to whether driveway access should be defined at the time land splits/residential lots are defined. Clerk/Treasurer Wright stated that many Plan Commissions determine where access is contraindicated and thereby restricted which must then be contained on the face of a Certified Survey Map.

Spring weight limits

Administrator Arnold stated that other municipalities regulate all of their roads during the spring thaw; the Town currently has a short list of roads that are permanently weight restricted by Resolution for which road haul permits need to be completed and approved. An Ordinance would be required as well as signage for each road to be restricted seasonally. Arnold further noted that some municipalities have permanent signs that can be folded when the restriction is lifted. Deputy Clerk/Treasurer Dresser included an article from the Wisconsin Towns Association and existing State Statute language in the member packets. Dresser noted that she has received some replies to the listserv notice about road restrictions this year. There followed a brief discussion regarding motor coaches on Country View Road. Chair Enburg requested Town staff to prepare a list of roads most likely to benefit from seasonal restrictions and to exclude those that function more as driveways; without objection.

Street light request at Tonto Trail

Vicki Swiggum has requested that a streetlight be installed on an existing pole near her residence on Tonto Trail to improve safety at the intersection of Tonto Trail and Fitchrona Road. Deputy Clerk/Treasurer Dresser had the location of three existing street lights for which the Town pays an electrical bill. Wright noted that the Town pays both Alliant and Madison Gas and Electric for street lights, so the total number is nearer to fifteen lights. Chair Enburg wondered whether the Town should consider a policy or Ordinance to establish a rationale for considering new requests. Member Meinel suggested that the Town base its consideration on average traffic counts at the intersection/road segment in question as well as road geometry. Clerk/Treasurer Wright had studied the issue when he first began, so will present the results of that research to this body next month. Consideration of this request will be delayed until more is known about the Town Board rationale for approving street lights in the past.

Discussion of review process for new road at 3159 Shady Oak Lane

It was noted that the current iteration for the Woods at Watch Hill condominium plat eliminates access to Mid Town Road to the north as was originally planned. The Verona Fire Department and Fitchrona EMS have yet to make a determination as to whether twenty-one single unit condominiums can be served safely on a cul-de-sac private road built to Town road standards. Chair Enburg thought the proposed cul-de-sac road would be approved as it does not exceed 1000' in length. Enburg would like the revised Condominium Plat as soon as possible for review. Administrator Arnold wondered who would approve the intersection of the private road with Shady Hill Lane: the Public Works Committee or the Plan Commission. Currently, site preparation can take place since Justin Temple, the developer, has access through his parcel which will become one of the twenty-one detached condo units.

Chair Enburg asked that the Town Patrolman and Project Manager document the Town road prior to site development and construction. Member Senseman noted that equipment to remove trees from the property was via future limited common area number seven; a road haul permit was not requested to deliver this equipment. Arnold noted that no hauling from the property has begun. There was brief discussion of the type of intersection control was appropriate (e.g. a 3-way stop, traffic signals, or a roundabout). Chair Enburg wants Condo Plat to establish that a 500' vision triangle is possible at the intersection. There was brief discussion regarding joint access with an existing driveway to the south.

Discuss Five-Year Capital Improvements Plan-

Administrator Arnold noted that current road project bid openings are scheduled for April 15, 2016 for Horseshoe Bend Rd, Goose Lake Dr., and the portion of Sunset Dr. between Range Trail and CTH PB, Wesner Rd, as well as seal coating Shady Oak Rd. Arnold will request MSA Engineer Kevin Lord to attend the next meeting. Member Meinel noted that current conventional wisdom is for preventive maintenance sooner than was the practice in the past.

Review Equipment Inventory-

The group reviewed a vehicle inventory prepared by Clerk/Treasurer Wright. Wright will work towards a spreadsheet of monthly mileage for each vehicle in the absence of a log.

Schedule April 2016 Meeting and Set Agenda-

The next meeting will occur on, April 26, 2016 at the Town Hall, 7:00 AM. Agenda items will include:

- Call to Order
- Discussion with Engineer Kevin Lord of MSA Regarding Road Projects
- Possible Meeting with Representatives from Yahara Materials
- Review Upcoming Projects/Issues
- List of Town roads requiring signage for spring weight limit posting
- Location of street lights in the Town and Board action and conditions for their approval
- 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
- Review Ten-Year Average of Road Construction and Maintenance Costs
- Review of Vehicle Mileage/Use
- Review of Road Projects by other Agencies/Jurisdictions
- Schedule May 2016 Meeting and Set Agenda
- Adjourn

Adjourn-

Chair Enburg moved to adjourn; 2nd Duerst. Meeting adjourned at 8:07 AM.

Approved 4/26/2016