

## **Public Works Committee Minutes**

**Tuesday September 19, 2023 - 7:00 AM**

Town of Verona Hall, 7669 County Highway PD

**Present:** Mike Duerst - Chair, Manfred Enburg, Brett Lindell, John Senseman, Russ Swiggum

**Absent:** none

**Also Present:** Christopher Barnes - Public Works Director, Mark Judd - Patrolman

**Public Present:** none

1. **Call to Order/Additions to Agenda/Approve Agenda** - Chair Duerst called the meeting to order at 7:00 AM. Duerst asked for additions and approval of the agenda. Enberg moved to accept the agenda, seconded by Senseman, motion carried.
2. **Action: Review Minutes of July 18, 2023** - The minutes were reviewed by the committee. Senseman moved to approve the July minutes as submitted, second by Enburg, motion carried.
3. **Discussion and Possible Action:** Duerst introduced the proposed Hidden River South vacation and mentioned that his family was selling the mentioned adjacent property to Dane County. Enburg asked why the road was recently regraded and compacted. Barnes stated that the maintenance was necessary to maintain the road integrity. Barnes stated he had written a letter to the other adjacent property owner to inform them that the road responsibility was that of the town and not the property owner. Discussion followed. Enburg moved to recommend to the Town Board to begin the vacation of Hidden River South. Motion carried, Duerst abstained.
4. **Discussion and Possible Action: Equipment sinking fund for equipment** Duerst stated that he had seen a boom mower tractor for sale on a used equipment web site. Duerst raised the issue of establishing a fund to have funds available for equipment purchase. Enburg mentioned that the town had an equipment fund and what was needed was list of equipment needs for the equipment fund. Lindell asked if the equipment fund was large enough to make large equipment purchases. Barnes stated that typically the fund was used to replace equipment in kind and not for additional equipment. Senseman added that the finance committee has discussed the approximate \$500,000 in unallocated funds and options for the funds. Senseman suggested that the members consider their own priorities and submit their ideas to Barnes for consideration into the equipment fund. Discussion followed on equipment options.
5. **Discussion and Possible Action: Shagbark Court candidate for Local Road Improvement Program: funding** Barnes described the proposed improvements for Shagbark and the use of LRIP funds for a portion of the cost. Barnes stated that he would like to do Hickory Ridge at the same time so the entire area was done at once. Barnes explained the the private well in the right of way would need to be addressed prior to any road construction. Sensemen asked when the well was installed in the right of way Barnes stated that the previously property owner installed the well. Duerst called for a motion to support. Lindell moved to approve the application for Shagbark Road for LRIP funds, second by Swiggum, Motion carried.
6. **Discussion and possible action: 2023-24 Contract snow plow rate:** Duerst asked Barnes to explain the town contract snowplow rate calculation. Barnes explained the calculation based on the WISDOT

equipment rental manual. Barnes stated the calculated rate as \$216.89. Enburg suggested making the rate an even number since it is based on estimated materials. Enburg questioned why the Town only plows the recently completed private roads. Enburg added that a policy should be in place to define what maintenance the town will or will not provide for private roads. Lindell and Senseman agreed that a policy should be in place and defensible. Senseman asked if the rate is revised every year. Barnes stated that it is updated annually. Duerst asked that a fuel charge could be included if diesel fuel exceeds \$4.00 a gallon. Enburg moved to approve an hourly cost of \$220.00 per hour. Motion carried.

7. **Information: Madison Metropolitan Sewerage District Pump Station 17 and Force Relief Sewer:** Barnes stated that the bids received have a cost to the town of \$84,389.67 which is approximately \$2,000 under the engineers estimate. Construction is expected to begin yet this fall on the gravity portion of the project.
8. **Information: Country View Road and County Highway PD widening/relocation:** Barnes stated that work continues on the widening project and the new Ardent Glen subdivision is also under construction near the Shady Oak Lane/County Highway PD intersection. The first phase includes approximately 100 homes. Discussion followed on the site overview map from EPIC. Duerst asked when Country View Road will be opened? Barnes state he thought it would be this November.
9. **Information :2023 Road Projects Update:** Barnes stated that 2023 road project was completed and he would submit an invoice to the Town of Monroe for half of the cost of Purcell Road. Barnes expressed his dissatisfaction with Wolf Paving.
10. **Information: Valley Road Bridge Update:** Barnes stated that the bridge was completed and open to traffic. No significant cost changes. Senseman asked what the town share cost would be? Barnes stated the town cost would be approximately \$105,000
11. **Development Updates:**
  - a. Sugar River Development: Enburg stated his desire to provide access to the lands to the west Duerst added that he and Barnes looked at the potential to extend Valley Road to the west. Enburg discussed additional public road access to Sugar River Road north of Valley Road.
12. **Equipment Condition Update-** Judd stated the new truck was scheduled to be delivered to Madison Truck in October. The work will take 6 to 8 weeks. New radio has been ordered. No other issues.
13. **Schedule next Committee Meeting and set agenda items:** The October meeting will have the capital improvement program, equipment wish list, and likely a driveway application. Senseman will be unable to attend. The meeting was set for October 17, 2023 at 7:00 AM.
14. **Adjourn** - Motion by Enburg, second by Lindell to adjourn at 8:45 AM.