

**REGULAR MONTHLY BOARD MEETING MINUTES**  
**TOWN OF VERONA**  
**February 6, 2018 6:30 PM**  
Town Hall, 7669 County Highway PD, WI 53593-1035

Present: Geller, Maxwell, Enburg, Dreger and Duerst

Absent: none

Staff Present: Arnold, Wright, Judd, Dresser

Also Present: see sign in sheet

1. Call to Order/Approval of the agenda – Mark Geller called the meeting to order at approximately 6:40 p.m. He suggested moving the discussion of options for a revaluation from item 6g to right after approval of the minutes. Motion by Duerst to approve the amended agenda. Second by Maxwell. Motion carried.
2. Pledge of Allegiance
3. Public Comment – Patrick Anderson the new EMS Chief addressed the Board. He looks forward to continued coordination with the Town.
4. Discussion and Approval of Minutes from Dec 28<sup>th</sup> and Jan 2<sup>nd</sup>. Doug Maxwell had given Amanda Arnold a couple of clarifying edits for the January 2<sup>nd</sup> meeting. After confirming that they were not substantive, Mike Duerst move to approve both sets of minutes. Second by Maxwell. Motion carried.
5. Discussion of options for revaluation – Mark Brown of Associated Appraisals discussed options for a future revaluation with the Board. A full revaluation, with property “walk through”, was done in 2013. It’s common to have a full reevaluation every ten years, but there are options for and exterior revaluation or an interim market update. John Wright and Mark Brown both provided written summaries of the variables to consider. The Town has set aside money for this, but Amanda suggested that she bring back a summary of expenses that will be coming up over the next several years.
6. Discussion and action re: Resolution 2018-1 Updating the Verona Elections Board – Motion to approve by Duerst. Second by Enburg. Motion carried.
7. Reports and Recommendations
  - a. Plan Commission:
    - i. Update on comprehensive plan – Doug Maxwell reported that all the draft chapters are on the website. He and Mark Geller stressed the need to bring on a consultant to review the draft plan to make sure that we have the best plan possible. With so many changes happening, they feel that we have to assure that the plan addresses needs well into the future. Doug also reported that he and Amada had met with the three condominium developers and given them a check list for moving forward.
  - b. Public Works
    - i. Review of 2018 roadwork plans – Manfred Enburg presented a memo that Amanda had prepared listing potential road projects for 2018. The main projects would be DeMarco Trail and the Old PB bridge replacement. Maintenance efforts (crack filling and chip sealing) would include a seal coat of Cross Country in conjunction with the City, seal coating of Hula Drive, and crack filling of Dairy Ridge and Timber Lane. Spot repairs would include Whalen and culvert replacement on Riverside. The Board was comfortable with that list. Concerns were raised by Manfred Enburg about doing anything to Flint and Brandancee, so those were deferred for the time being. Manfred stressed the need to focus on maintenance more in the future. Mark Geller and Mike Duerst added that they attended a Dane County Town’s information session that encouraged maintenance, but also pointed out that investments need to be made in the road base. Mark passed out a handout from that meeting.
    - ii. Review of capital equipment prioritization – The group reviewed an equipment “wish list” that the public works committee had created and Amanda had prioritized. Amanda stressed the need to deal with a replacement tractor and offered to come back next month with bids. Discussion and action re: purchase of a Hotsy portable hot water pressure washer – Motion to approve the purchase for a total of \$5865 by Enburg. Second by Duerst. Motion carried unanimously.
  - c. Ordinance Committee
    - i. Discussion/possible action to update the list of required stops in the Code of Ordinances Chapter 5–Traffic Regulation by proposed Ordinance 2018-1. John Wright presented at list that Tom Mathies had created of stop signs described in the ordinance. Motion by Duerst to adopt Ordinance 2018-1 amending Chapter 5 (Traffic Regulations) of the partial code of ordinances. Second by Enburg. Motion carried unanimously.
    - ii. Discussion of special and seasonal road weight limit restrictions including possible repeal of Resolution 2007-02 Providing for the Special Weight Limits on Town roads. John Wright presented options for regulating truck weight. Originally weight limits were established by a resolution, but it needs to be done by ordinance or authorization can be given the Road Patrolman to impose special or seasonal weight limits. If it were done by ordinance exemptions could be listed in the code of ordinances. If done by the Patrolman exemptions would

have to be listed on a sign. The Board reviewed a map of the existing permanently posted roads and roads for seasonal signs to be added to. They were comfortable with the map and opted to have the Road Patrolman regulated the weight limits.

- iii. Discussion of obstructions within the Town road rights-of-way. – John Wright reviewed how obstructions in the road right-of-way can be addressed. The Board expressed interest in having an obstructions addressed in a local ordinance.
- d. EMS Commission
  - i. Correction to term for Terry Schnapp – Amanda Arnold explained that last year Terry Schnapp was accidentally missed in the list of reappointments. Motion by Duerst to make Terry’s term retroactive to 4/30/17 and extend it through 4/30/19. Second by Maxwell. Motion carried unanimously.
- e. Town Chair
  - i. Discussion of accomplishments and goals for each committee – Mark handout a list that Amanda has compiled of each committee’s accomplishments and goals. Mark stressed that he appreciates everything that the committees have done, but he also wants to be efficient with people’s time, wants to look for efficiencies, and make sure we’re all working toward the same goals.
  - ii. Discussion of upcoming second strategic planning retreat. – As a direct follow up, Mark explained that the retreat could result in a more focused list of efforts. Amanda provided a summary of the first retreat for reference.
- f. Supervisors: no comments
- g. Clerk/Treasurer: John Wright handed out a summary of tax collection to date and discussed preparations for the upcoming election.
- h. Planner/Administrator:
  - i. Report on attorney feedback on charges for services (snow plowing and development review) – Amanda pointed out a memo from the Town’s attorney that explained that for efforts like the development agreement the Town is limited to charging the actual cost of services. However, for efforts like snow plowing, which would be an optional service, the same does not apply. Amanda went on to say that she could only get two quotes for snow plowing. The Board had previously asked for three and wanted to charge 1.5 times the average of three. With the two quotes the amount that the town would charge would be \$300 per visit to a private road.
  - ii. Audit – Amanda reported that the auditors were scheduled to visit on February 9<sup>th</sup>.
  - iii. Lawsuit – Amanda and Mark Judd will have to give depositions for the lawsuit resulting from a bump on Country View Road.
  - iv. Towns Association – The Town’s Association is looking for input on efforts on which Towns can collaborate. Amanda asked the Board to submit suggestions to her before the Feb.16<sup>th</sup> deadline.
8. Approval of Payment of Bills – Motion to approve by Enburg. Second by Duerst. Motion carried.
9. Adjourn – Motion by Enburg. Second by Duerst. Motion carried at 9:12 p.m.

Approved: March 6 2018

Submitted by: Amanda Arnold, Planner/Administrator