

REGULAR MONTHLY BOARD MEETING MINUTES

TOWN OF VERONA

July 2, 2019, 6:30 PM

Town Hall, 7669 County Highway PD, WI 53593-1035

Present: Geller, Mathies, Maxwell, Duerst, and Enburg (arrived 6:34 PM)

Staff Present: Judd, Wright, and Barnes

Also Present: see sign in sheet

1. **Call to Order/Approval of the agenda** – Mark Geller called the meeting to order at 6:32 PM. Maxwell moved to approve the agenda; 2nd Mathies. Motion carried by voice vote.
2. **Pledge of Allegiance**
3. **Public Comment** – none
4. **Approval of Minutes from June** – Duerst moved to approve the June 4, 2019 minutes; 2nd by Mathies. Motion carried by voice vote.
5. **Discussion and Possible Action Regarding a Temporary Class “B” Fermented Malt Beverage License for Heartland Farm Sanctuary for Llama Love Sip and Paint Event to be Held August 22, 2019** – Mathies moved to approve the application for a temporary Class “B” License; 2nd Maxwell. Motion carried by voice vote.
6. **Continued Discussion and Possible Action to Authorize a Proposed Ad-Hoc Subcommittee to Study the Rate of Development in the Town of Verona Including: Scope, Membership, Duration, and Due Date for Final Report to the Town Board** – Chair Geller reported that he has discussed the proposed committee with Susan Pigorsch and Rosemary Bodelay. It was determined that Geller will chair the ad-hoc committee and Pigorsch and Bodelay will act as vice-chairs. Geller further reported that he has drafted an invitation to recruit resident members who will represent all areas within the Town and the demographic diversity of the Town populace. Geller stated that he is hoping for seven members total; invitations will be sent this week. The inaugural meeting may be before the end of July. There was no objection voiced by the Supervisors of the Town Board.
7. **Reports and Recommendations**
 - Plan Commission:
 - i. Action to take from the table continued discussion and possible action regarding Resolution 2019-03 to adopt the comprehensive revision to the Dane County Zoning Ordinance, Chapter 10, of the Dane County Code of Ordinances and associated zoning changes for Town of Verona properties – Mathies moved to remove from the table this item for further discussion and possible action; 2nd Geller. Motion carried by voice vote. Plan Commission Chair Maxwell stated that he is seeking two separate motions: 1) for the Town Board to accept the comprehensively revised Dane County Zoning Ordinance and 2) for the Town Board to apply the newly adopted County Ordinance to parcels within the Town of Verona. Maxwell provided those in attendance with a brief history of the steps that preceded tonight’s discussion and possible action that included: Dane County adoption of the revised Ordinance in January 2019, County notification by postcard of zoning changes to each land owner, Town of Verona staff recommendations for changes to the recommended zoning map for the Town, a meeting of Dane County Zoning staff with the Town Plan Commission and Town Board members, and the public presentation by Dane County staff at the Town of Verona Hall. Proposed zoning changes for every parcel in the Town were reviewed by Maxwell, Arnold and Mathies; additional revisions were recommended to Dane County Zoning as a result of this review. **Motion:** Maxwell moved to adopt the comprehensively revised Dane County Zoning Ordinance by Town of Verona Resolution 2019-03; 2nd Duerst. Maxwell noted that there are still some changes to Town parcels to be approved by Dane County, but those can be implemented after this adoption. Supervisor Enburg noted that the Dane County Towns Association has voiced concerns regarding unlimited livestock on smaller parcels that would be permitted with the revision to Chapter 10. Enburg believes the Town could be more restrictive on this standard and would like the Board to consider action towards that end by placing an item on a future agenda for discussion and possible action. Duerst asked the group whether the motion should possibly be amended to prevent Dane County from implementing something other than the changes recommended by Town staff; Maxwell noted that all changes proposed to zoning have been accepted by Dane County to date and that approval of this motion does not apply to individual parcels. Mathies voiced his concerns if the County Ordinance is approved this evening; he contends there is a possibility that a land owner could apply for a use allowed by the new Ordinance that is contrary to the changes recommended by Town staff that will not be approved by Dane County until September 2019. Maxwell confirmed with the group that the Plan Commission has not received any new applications to consider; therefore the probability for approval of something contrary to staff recommendations is extremely low. Chair Geller stated that he prefers to adopt the Resolution this evening. It was noted that the Joint Town and City of Verona Planning Committee approved the adoption of the revisions. **Action by roll call vote:** Duerst, aye; Enburg, aye; Mathies, aye; Maxwell, aye; and Geller, aye. Motion carried by roll

call vote. Clerk/Treasurer Wright will submit the Town approval by Resolution 2019-03 to the Dane County Clerk.

- ii. Discussion and possible action regarding a rezone petition to make amendments to the new zoning map to better accommodate existing uses and policies – Maxwell noted that some parcels within Dane County have mixed zoning issues which can be challenging to spot during staff review; these are some of the handful of parcels to still be approved by Dane County Zoning and Land Use staff. **Motion:** Maxwell moved to approve the petition for applying the newly adopted blanket rezoning with changes as recommended by Town of Verona staff; 2nd Duerst. Maxwell stated that there are about ten recommended changes yet to be discussed with County Zoning of the 1,300+ parcels in the Town; County has approved approximately 200 changes that have been recommended by the Town of Verona. Those, whose zoning classification was amended after the initial notification by postcard by Dane County, have been notified of that amendment by Planner/Administrator Arnold by mail. **Action by roll call vote:** Duerst, aye; Enburg, aye; Mathies, aye; Maxwell, aye; and Geller, aye. Motion carried by roll call vote.
 - iii. Update from Plan Commission Chair – the Chair, Doug Maxwell reported that although the Prairie Circle Concept Plan was approved, the developers have decided to not move ahead on the Plan at this time. The Twin Rocks Concept Plan will return to the Dane County Zoning and Land Regulation Committee on July 9, 2019. A right-hand turn lane from County Highway G onto Spring Rose Road will be required as a condition of approval for Twin Rocks based upon a review by the Dane County Highway Department. Maxwell gave a brief description of possible future land development in the southeast portion of the Town which would require an intergovernmental agreement with the City of Fitchburg. Maxwell noted that permits for four new homes have been issued so far this year [Note: as of the meeting there were six new home permits for the year with construction of one delayed by a building moratorium for Woods at Watch Hill].
- Public Works:
 - i. Discussion and action regarding a new driveway on Woods Road to access a parcel with a current address of 7214 County Highway PD – Barnes noted the location of an existing access on Woods road for a residence to the south of the planned new home to the north; there is an existing residence on this parcel with access on CTH PD. The Public Works Committee discussed this access request at their June 27, 2019 meeting; they recommend approval of the new access conditional upon the removal of the existing access on CTH PD including the culvert and re-establishment of the ditch. There followed a brief discussion regarding timing of the removal of the existing home and construction of the new one proposed with access to Woods Road. The owner and the builder were present and reported that they want to clear the future building site of some trees; they will work with the former owner so that certain trees are preserved. They hope to begin the demolition by the end of July this year and begin construction of the new residence in September of this year. Project Manager Barnes advocated for retaining the existing access on CTH PD for the purposes of clearing the new building site to keep heavy vehicles off of the recently reconstructed Town portion of Woods Road. There followed a brief discussion regarding whether the access should be abandoned since County allow so few onto one of their restricted-access highways. It was noted that D'Onofrio, Kottke, and Associates was working with the owner; although the owner does not currently intend to subdivide (this is within the Extraterritorial Jurisdiction of the City of Madison) they may want to in the future, in which case a gate could be erected at the access point after the building site is cleared and the existing home demolished. Maxwell noted that the Town of Verona Future Land Use Map lists the property as residential use. Project Manager Chris Barnes noted that it is typical practice to abandon an access under these circumstances so that the ideal access location can coincide with a future request to develop. Enburg moved to approve the driveway access application permit for a new residence on the condition that the existing driveway and culvert for 7214 CTH PD be removed by November 1, 2019; 2nd Mathies. Motion carried by voice vote.
 - ii. Public Works report and Project Manager Report – Public Works Chair Enburg reported that chip sealing of local roads is scheduled to commence around July 22, 2019. Enburg asked for Town staff to create a draft list of charges for private road/ROW maintenance including trim trimming, mowing, snow removal, salting, etc.; without objection. Maxwell asked Enburg whether the Town has received a summary of the traffic counts based upon video footage that was authorized by the Town for up to \$1,000. Enburg reported that he provided a sample count to Barnes. Barnes stated that he sees value in intersection studies and conceded that volume and speed studies conducted with the Town's tube counter is not 100% accurate, but is sufficient for most of the Town's needs.
 - iii. Discussion and possible action on payments and change orders for 2019 roadwork projects – the Supervisors reviewed the nature and costs of change orders in a report prepared by Project Manager Barnes. Barnes noted that the Town did have a couple of tons of asphalt placed within a segment under the authority of the City of Fitchburg on Fitchrona Road north of Whalen Road. Barnes did note that the City had cleared culverts along Fitchrona Road without billing the Town and has been assisting with pothole patching outside of their assigned segments. Enburg moved to authorize payment for Application No. 1 for Contract A to Wolf Paving and Excavating in the amount of \$80,764.00; 2nd Mathies. Barnes confirmed there is a one-year performance warranty for the work and 5% retainage withheld until the work is approved by the Town. Shouldering has been completed, but striping will be delayed to reduce fading caused by applying over fresh paving. Motion carried by voice vote. Duerst moved to authorize payment for Contract Change Order No. 2 for Contract A to Wolf Paving and Excavating in the amount of \$18,340.00 and to extend the project completion date to August 31, 2019; 2nd Enburg. Barnes noted that the work was originally to be completed by June 30, 2019, but was delayed after the end of the school year and for dryer/warmer weather conditions. Motion carried by voice vote. Duerst moved to authorize payment for Contract Change Order No. 1 for Contract B to Fahrner Asphalt Sealers in the amount of \$5,905.20 for additional wedging and patching; 2nd Enburg. Motion carried by voice vote.
 - Staff Report:
 - i. Project Manager Monthly Report – Barnes reported that the Woods Road construction has been completed. The City of Fitchburg is scheduled to begin the reconstruction of the Fitchrona/Nesbitt intersection with a roundabout on July 10, 2019. Preparatory work for seal coating on local roads has been completed. Welcome signs for the Town of Verona have been placed in four locations on Dane County roads; the remaining signs will be placed on other roads after the next round of mowing. Barnes reported that he met with members of MMSD, CARPC, and the City of Fitchburg to discuss

regional stormwater issues. Dane County and the DNR representatives were unable to attend. There followed a brief discussion regarding a need to establish a scope for a stormwater engineer to focus upon; Barnes noted that the City of Fitchburg has set aside CIP money for this purpose. Chair Geller further reported that the members of the Joint Town/City of Verona Plan Committee recently discussed shared stormwater concerns at the meeting held June 25, 2019.

- ii. Clerk/Treasurer Monthly Report – Wright reported that he reviewed all 1,331 parcels included in the May 23, 2019 working assessment roll as well as all Personal Property accounts. He shared his observations with assessor Nick Laird prior to the mailing of the Notices of Assessment by Associated Appraisal Consultants on Friday, June 28, 2019. He noted that he requested statistics regarding changes in valuation by assessment class from assessor Laird which was at each Supervisor's desk, but came after the packet was compiled. Lastly, the assessor estimated the Net New Construction as of January 1, 2019 as \$13,809,300; with this number, Wright can begin estimating the 2020 allowable levy and mill rate.
 - iii. Administrator Planner/Monthly Report – Wright introduced a report produced by Arnold that was included in the packet, but was not prepared to answer questions about the year-to-date numbers that were included.
- EMS Commission: Supervisor Duerst reported on the Fitchrona EMS meeting and cookout held at the Town of Verona Hall. Newly hired paramedics are scheduled to start on July 1, 2019; the third ambulance will be placed into service soon. The new Fitchburg station has been constructed but the parking lot has yet to be completed. The 2020 budget will reflect a substantial increase that reflects the hire of new paramedics.
 - Town Chair: Chair Geller reported on a meeting with City of Verona Mayor Diaz and their alderpersons; Planner/Administrator Arnold was also present. Rezoning within the City/Town Joint Boundary Agreement was discussed particularly within areas A and B. Geller stated that he will attend a meeting on July 17, 2019 with staff from the Belleville Senior Center. The Goose Lake watershed challenges were discussed at a recent Town/City Joint Plan Commission meeting; Geller hopes that representatives from the Capital Area Regional Planning Committee can attend the next and/or future meetings. Geller and Arnold will attend a July 23, 2019 meeting hosted by the Dane County Executive to discuss the effects of climate change. Geller encourages the Town supervisors to complete the Board of Review training in advance of the August 1, 2019 BOR hearing date.
 - Supervisors: Duerst noted an abundance of wild parsnip in the 18/151 right-of-way; Patrolman Judd agreed to reach out to a resource who could possibly mow for the County.
- 8. Approval of Payment of Bills** – Duerst moved to approve payment of the bills as presented by Clerk/Treasurer Wright; 2nd by Maxwell. Motion carried by voice vote.
- 9. Adjourn** – Enburg moved to adjourn; 2nd Duerst. The meeting was adjourned at 8:05 PM.

Approved: August 6, 2019

Prepared by: John Wright, Clerk/Treasurer