

REGULAR MONTHLY BOARD MEETING MINUTES

TOWN OF VERONA

Tuesday, December 3, 2013 6:30 P.M.

Town Hall, 335 N. Nine Mound Road Verona, WI 53593-1035

Present: Combs, Rego, Enburg, Geller, Miller

Absent: None

Staff Present: Arnold, Wright, Dresser

Also Present: See sign in sheet.

1. Call To Order/Approval of Agenda
Motion by Rego to approved the modified agenda. Second by Miller. Motion carried.
2. Public Comment – State Representative Dianne Hesselbein thanked the Board for the use of Town Hall for a listening session and encouraged the Board to approach her with any questions.
3. Presentation from the Wisconsin Towns Association – Amanda Arnold explained that a representative from the Town's Association had offered to come talk about the Association's goals in general and, more specifically, the proposed legislation related to town's opting out of county zoning. Apparently there had been a scheduling miscommunication, and Amanda said she'd follow up and ask them to come next month.
4. Municipal court – The Board had previously discussed the budget issues related to joining a municipal court. Amanda and Todd Meurer explained that the Town of Madison was willing to allow the Town of Verona to join their court if the Town would actually issue tickets in the near future. Several Board members expressed support for the idea of joining. Amanda reminded the Board that currently there is not money in the budget to pay for the time of a Deputy. Todd had supplied a sample ordinance that would need to be passed. This would have to be reviewed and inter-governmental agreements would have to be established. Dave Combs suggested that the Board consider amending the budget mid-year to add funds for a deputy to serve the Town for 8 hours a week. The Board directed Amanda to try to get the process running by March 1st.
5. Town of Verona Elections Board - Motion by Miller to approve Resolution 2013-9 establishing the 2014-2015 Town of Verona Elections Board. Second by Rego. Motion carried unanimously.
6. 2014 Budget and Job Descriptions – Amanda explained that the budget number have changed because a) she is suggesting that the Town pay for and get reimbursed for the Sunset culvert in 2014, b) she didn't know we would likely receive LRIP funding when earlier versions of the budget were produced, c) the fire operating costs are less than originally expected, d) the Town will not be receive money back from other governmental agencies for illegal taxes as originally thought, and e) the levy limit is affected by item D. Amanda also explained that she doesn't feel this conflicts with the citizens' approval of the levy limit and the highway expenditures because the levy went down and the citizens approve paying more than \$5000 per mile (the amount has changed, but the approval of spending more has not. In addition, the changes for previously approved expenditures and due to more reimbursement). The group then reviewed updated job descriptions and pay rates. Motion by Enburg to approve the job descriptions and rates as presented. Second by Miller. Motion approved unanimously. Motion by Rego to approve Resolution 2013-11 adopting the 2014 condensed budget. Motion approved unanimously.
7. Building Escrows – As a follow up to comments received from a home owner at last month's meeting, Amanda asked if the Board wanted to reconsider the \$2000 new home escrow. Staff has received some negative feedback and it can be difficult to determine how to handle the escrow when neighboring houses are being built at the same time or there is a shared drive or street conditions are already poor. Several Board members made the following points: the fee is an escrow that will most likely be returned, the fee is not that high, and road impacts can be expensive if there is damage. There was consensus for leaving the fees as they are.
8. Reports
 - A. Plan Commission – Motion by Enburg to approve the land use change application dated Nov 6, 2013 for property located at 7222/7226 Pine Row Rd. submitted by Sharon Edwards. The purpose of the application was to allow for an increase in lot size in order to have horse through the rezoning of 2 acres from A-1Ex (Exclusive Ag) to RH-2 (Rural Homes), and 3 acres from A-2 (Ag) to RH-2 (Rural Homes), and 13.3 acres from A-2 (Ag) to A-2 (8). Second by Geller. Motion approved unanimously.

Amanda and Manfred presented the County's proposed rezoning map and discussed the Plan Commission's suggestions. The Board concurred with the approach of changing some of the proposed A2 to RH districts. Amanda also suggested that for the future land use map a good next step would be to have a meeting with the County ZLR. Amanda explained the legislation allowing Town's to opt out of County zoning had not been introduced yet, so the Town has time to coordinate with the Town's Association.

- B. Public Works – Amanda explained that the Environmental Assessment for the proposed frontage road is out for public comment. She confirmed that the Board would like her to resend the previously drafted letter.
- C. EMS - No report.
- D. Fire – Amanda presented a survey that goes with the quit claim deed presented at the last meeting. Motion by Rego to authorize Dave Combs to sign the quit claim deed. Second by Rego. Motion approved unanimously.

Dave Combs explained the Town was issued an open records request and he was issued a summons because of his role as the Fire Commission Chair. The City of Verona and the Fire Commission have been named as defendants in a lawsuit brought by the firefighters' union. The Town has not been named in the suit, but the Board agreed that seeking legal advice from the Town's attorney and notifying the Town's insurance company would be prudent.

- E. Open Space and Parks – John Wright presented the latest draft of the brushing and trimming policy. Motion by Enburg to approve resolution 2013-10 An Update to the Trimming Brushing Policy. Second by Miller. Motion approved unanimously. John asked for direction from the Board about whether or not the OSPC should craft a letter to property owners when tree trimming was planned. After a good amount of discussion, it was decided that a brief letter summarizing or attaching the actual policy should be pursued. The Board also encouraged staff to get information out about the right-of-way through the web site and handouts at election time.
 - F. Town Chair – Dave told the group that a quarry is being proposed in Fitchburg and the owners would want to want to use Fitchrona Rd. Amanda and Dave have a meeting planned with the Administrator and Mayor of Fitchburg. Board members expressed interest in updating the road haul permit and doing needs assessment for the road.
 - G. Supervisors – Bob Rego reported that Springdale has abandoned their single purpose roads and the Town of Verona could use their model. Gregg Miller expressed his disappointment with the transition process for fire service.
 - H. Clerk/Treasurer – John explained that he has been busy with preparations for the tax bills, so the driveway ordinance was deferred to next month. John reported that while he was going through the list of special charges he was able to create a list of buildable lots. John also reported on plans for the bank to take tax payments.
 - I. Planner/Administrator – Amanda handed out an outline of the code of ordinances. A full review will be planned for the beginning of the year. Amanda scheduled an end of the year Board meeting for the payment of bills. Lastly, Amanda reported on her research of stormwater management districts. She was struck by the work involved in set up and the need for a lot of property owners to share the cost to make it work.
9. Payment of bills for the month of November- Motion to approve by Miller. Second by Enburg. Motion carried.
 10. Review of building permits, inspection reports, road haul permits, and right-of-way permits. – Amanda presented a driveway permit for a culvert to be installed by Epic at 2645 Country View Rd. Motion by Enburg to ratify Dave Combs sign off on the permit. Second by Rego. Motion carried. Amanda also pointed out a letter addressed to the owners of 6438 Grandview. Amanda pointed out that the owners have had two houses on one lot since 2011 and that they illegally started work on the second house in July of this year. After several conversations, the building inspector is now intending to charge a daily fee until the issues are resolved.
 11. Approval of minutes from October – Motion by Enburg. Second by Miller. Motion carried. Approval of minutes from November – Motion by Geller. Second by Rego. Motion carried.
 12. Motion by Miller to adjourn. Second by Enburg. Motion carried at 8:25 pm.

Approved:

Amanda Arnold
Planner/Administrator, Town of Verona