

REGULAR MONTHLY BOARD MEETING MINUTES TOWN OF VERONA

December 5, 2017 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,

Also Present: see sign in sheet

1. Call to Order/Approval of the agenda – Mark Geller called the meeting to order at 6:31 p.m. Motion by Duerst to approve the agenda. Second by Maxwell. Motion carried.
2. Pledge of Allegiance
3. Public Comment – Tom Mathies reported that the City of Verona Plan Commission approved the NW Neighborhood Plan on December 4th. It will be considered by the Common Council on December 18th. He urged the Board to consult with the Town attorney to see if the plan creates and legal conflicts with the boundary agreement. If it does, those should be presented to the City. If it does not, he urged the Board to follow up with a letter to the Council.
4. Announcements – Amanda announced that February 17th has been selected for the second session of the strategic planning work.
5. Discussion and Approval of Minutes from November 7th. – Motion by Maxwell. Second by Duerst. Motion carried.
6. Discussion and possible action re: plowing for contract in condominium subdivisions – Amanda Arnold explained that the developer of Woods at Watch Hill had asked if the Town would be willing to plow the private road. She presented a memo explaining the advantages and disadvantages of doing so and asked for direction on moving forward. Questions were raised about potentially undercutting contractors, prioritization, scheduling, and the amount of materials (salt and sand that would be used). The Board directed Amanda to do more research and report back in January.
7. Reports and Recommendations – Mark Geller explained that two of the following items were action items and the other two were for information only. The purpose of the informational presentations was to bring up any issues before the item comes up for action the following month.
 - a. Plan Commission:
 - i. Discussion, comment, and action re: Land use application 2017 – 13 – for property located at 6555 CTH M submitted by Anthony Puccio. The purpose of the application is the splitting of 4.33 acre parcel into at 2.33 acre parcel and a 2 acre parcel. The existing zoning of RH1 allows for two acre parcels. – Doug Maxwell gave an overview of the proposal, which has been approved by the Plan Commission and Joint City/Town Plan Committee. He then made a motion to approve the CSM with the following conditions:
 - That the applicant obtain an access permit from Dane County
 - That a new driveway agreement be drafted, recorded with the County, and provided to the Town.
 - That a notation be added to the CSM that states “access to Lots 1 and 2 may be restricted in the future to right-in/right-out.Second by Enburg. Motion carried unanimously.
 - ii. Discussion, comment, and action re: Land use application 2017- 8 - for property located at 3151 Shady Oak Lane submitted by JSD Professional Services for Jim Coons. The purpose of the application is the rezoning from RH-4 to R4 to allow for condominium development made up 13 single family units on 26 acres. Jessica Vaughn from JSD development gave a brief presentation. Brad Legreid of Rolling Meadow Road expressed concern about the amount of land being developed, but also acknowledged that development in the Town was preferred to the City of Madison expanding.
 - Mike Duerst moved to approve the rezoning of the parcel located at 3151 Shady Oak Lane from RH-4 to R-4 conditional upon the approval of the Developer’s Agreement by the Town Attorney Al Reuter. Manfred Enburg expressed concern about not going through the development agreement page by page. Doug pointed out some of his suggestions in the agreement, one of which was to have the Administrator responsible for some future approvals. Manfred also expressed concern about that approach and suggested an amendment to approve the rezoning contingent on board review of the development agreement at the next meeting. 2nd Manfred Enburg. The amendment carried by voice acclamation, whereas the amended motion carried by a unanimous roll call vote.

- Doug Maxwell moved to approve the draft condominium plat with 13 units (limited residential units) and 3 common areas with no unit being smaller than 1.5 acres in area; 2nd Mike Duerst. Motion carried by voice acclamation.
 - Doug Maxwell moved to approve the deed restriction limiting the plat to 13 (residential) units with a minimum area of 1.5 acres and to approve 3 common areas in the plat; 2nd Mike Duerst. Motion carried by unanimous voice acclamation.
- iii. Informational presentation re: Land Use application 2017- 9 – for property located at 11451 Mid Town Road submitted by Justin Temple for OAJ Development. The purpose of the application is the rezoning from A3 to R4 to allow for condominium development made up of 29 single family units on 62.9 acres. Justin Temple gave a brief presentation.
 - iv. Informational presentation re: Land use application 2017 – 17 – for property located adjacent to 6440 Sunset Drive submitted by Tony Heinrichs on behalf of Steve Reinen. The purpose of the application is the rezoning from RH-1 to R4 to allow for condominium development made up of 16 single family units on 39.6 acres. Steve Reinen and Ron Klaas gave brief presentations.
- b. Public Works
 - i. Discussion and possible action re: purchase of a generator – Mike Duerst reported on the potential cost of wiring for a manual switch for a generator. Mark Geller asked that the Public Works Committee come up with a list of desired purchases for the next five years.
 - c. Natural and Recreational Areas Committee – No report.
 - d. Financial Sustainability:
 - i. Discussion and action re: adoption of the 2018 general fund budget – Amanda Arnold explained that she had refined some numbers in the final draft budget, but that it remained very similar to what the Board had seen in November. She went on to explain that a letter from Sue Willett requesting funds for the Badger Prairie Needs Network (BPNN) was in the packet. The Financial Sustainability Committee had considered this request and passed a unanimous motion to not fund any non-profits other than the Upper Sugar River Watershed Association and the Belleville Senior Center (which is actually not a stand alone non-profit). Doug Maxwell made a motion to add \$2000 to the budget for a contribution to the BPNN. Mark Geller seconded the motion. Manfred Enburg encouraged other ways to pass on contributions or support the organization. Dreger: no, Maxwell: aye, Duerst; no; Enburg: no, Geller: aye. The motion failed. Motion by Duerst to adopt the budget as presented. Second by Enburg. Motion carried unanimously.
 - e. Ordinance Committee
 - i. Discussion and possible action re: Seasonal Weight Limits Ordinance – John Wright reported on efforts to amend the ordinance to accommodate signage for seasonal weight limits. Some adjustments were need to the formatting and placement of the language (in the code of ordinances), so the item will be added to a future agenda.
 - f. EMS Commission – Mike Duerst reported Patrick Anderson had been appointed as the new Chief. The Town had 13 calls in the last month and 99 for the year so far.
 - g. Town Chair – Mark Geller asked that staff resume the practice of sending the board the “report a problem” log.
 - h. Supervisors – Laura Dreger asked about the construction crossing PD. Amanda responded that it was the installation of a sewer line that would be stubbed just north of the road.
 - i. Clerk/Treasurer – John Wright reported on preparations for tax collection and the February election.
 - j. Planner/Administrator – Amanda suggested that a brief meeting be held at the end of the month to pay final bills, potentially amend the budget to reflect end of year costs, and do any other small business. She suggested Thursday, December 28th at 3 p.m. and the Board found that acceptable.
8. Approval of Payment of Bills – Motion by Duerst. Second by Maxwell. Motion carried.
 9. Adjourn – Motion by Maxwell. Second by Dreger. Motion carried at 9:29 p.m.

Approved: 1/2/2018

Submitted by: Amanda Arnold, Planner/Administrator