

REGULAR MONTHLY BOARD MEETING MINUTES

TOWN OF VERONA

February 2, 2016 6:30 P.M.

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

Present: Geller, Dreger, Enburg, and Maxwell

Absent: Duerst stopped in at approx. 8:30 after being at the EMS Commission meeting

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. Motion to approve the agenda by Enburg. Second by Dreger. Motion carried.
2. Pledge of Allegiance
3. Announcements – Amanda and John Wright announced the dates of the upcoming elections.
4. Public Comment – Bill Keen let the Board know that 18 people came out the last week in January to work on the Sugar River. This work was in coordination with the Upper Sugar River Watershed Association, and Bill wanted to point out what the Town is getting back as part of its contributions.
5. Old business
 - a. Discussion and possible action re: committees – Mark Geller pointed out Resolution 2016-1 in the board members packets. Motion by Dreger to approve the resolution establishing committees to advise the Board of Supervisors. Second by Enburg. There were questions about meeting times and terms, and Mark responded that he'd like each committee to meet and establish their own schedules and objectives (keeping in mind that their role is to inform and advise the board). Motion carried unanimously.
6. New business
 - a. Discussion and possible action re: amendment to Resolution 2015-19 Establishing the 2016-2017 Elections Board – Amanda pointed out that one member listed, Debra Zdinak, had decided not to work the elections. Motion by Enburg to adopt the resolution establishing the elections board with that edit. Second by Maxwell. Motion carried unanimously.
7. Reports
 - a. Public Works:
 - i. Discussion and possible action re: authorization to bid 2016 road projects – Kevin Lord requested authorization to get bids on Sunset Dr., Goose Lake Dr., Wesner Rd., and Horseshoe Bend. He also suggested chip sealing Shady Oak Lane. He mentioned that Stoney Ridge Circle also needs chip sealing but he suggested waiting until the impacts of the County Highway M project are known. Doug Maxwell suggested the Town coordinate with the Iron Man race organizers about Shady Oak. Manfred suggested that before a decision is made about Wesner Rd. that the Town, church, and County have a meeting about expectations. Motion by Maxwell to authorize Kevin to seek bids. Second by Enburg. Motion carried unanimously.
 - ii. Discussion and possible action re: driveway access for Barnes Landscape – Amanda reported that she had talked with the Town's attorney and that the Board could amend the conditions of the original variance, but right to the second drive that was previously grants runs with the land. The group reviewed the previous conditions when the variance was granted in February of 2013. No changes were proposed. Motion by Enburg to approve the driveway permit contingent on final approval by the fire department. Second by Doug Maxwell. Motion carried unanimously.
 - b. Plan Commission:
 - i. Discussion and possible action re: development agreement for 3159 Shady Oak Rd. – Manfred Enburg reported that Justin Temple had presented more information at the last Plan Commission, but several things still need to be decided as the development agreement is drafted. Manfred and Amanda agreed to work on a list of issues to pass on to Justin and the attorneys who will work on the agreement.

- ii. Discussion and possible action re: scope of work for the 2016 comp plan update – Amanda explained that MSA had adjusted the scope based on comments made at the Plan Commission meeting. Adding a survey would bring the cost up to approximately \$20,000. Manfred Enburg suggested breaking the scope up into smaller timeframes and associating deliverables with certain dates. Mark Geller stressed that CARPC has a lot of data and that would be a good resource for the Town. Motion by Dreger to approve the scope of work with the understanding that the scope would be further broken down into phases. Second by Doug Maxwell. Motion carried unanimously.
- c. EMS: Mike Duerst came later in the meeting and explained that he's involved in union negotiations right now. Runs are up by just three calls this year, which has financial impacts. The mock ambulance at the fire station is almost done, and EMS is working on a social media effort.
- d. Town Chair:
 - i. Update on bidding of new facilities – Mark Geller reported that the project is out to bid and bids are due March 2nd.
 - ii. Discussion and possible action re: contract with the Cuningham Group for professional services during bidding – Mark further reported that Epic has stopped funding the Cuningham Group in August, but additional work was needed to prepare the documents for a public bid. Thus, in order to get the project out to bid, Mark signed a contract with the Cuningham Group. The Board members thanked Mark for his efforts to get the project out to bid. Motion by Maxwell to ratify the contract. Second by Enburg. Motion carried unanimously.
- e. Supervisors: Manfred Enburg wondered if anyone had reached out Payne and Dolan about their planned entrance off of Riverside. Mike Duerst later reported that he had talked with Bill Bluglass, and that Bill had talked to the DOT about an entrance across from Manhattan Drive, but had not made much progress. He intend to keep trying.
- f. Clerk/Treasurer:
 - i. Update on February election – John Wright reported on preparations for the February 16th election.
 - ii. Update on tax collection – John also reported on tax collection.
 - iii. In addition John reported on his work on the hazard mitigation plan and CMOM report.
- g. Planner/Administrator:
 - i. Discussion and possible action re: building inspection services – Amanda reported that Dick Steele is retiring after 22 years of working for the Town. Amanda explained that she'd like to put out an advertisement for someone to do the work on a contract basis and have that person overlap with Dick for the month of April. The Board concurred with that approach (but after the meeting, a few people suggested asking the City of Verona if they would enter into a contract with the Town). Amanda said she would report back to the Board.
- 8. Discussion and approval of minutes of the January 5th meeting – Motion by Dreger to approve. Second by Enburg. Motion carried.
- 9. The Board reviewed and signed off on bills, but no action was taken because the item was not on the agenda due to a cutting and pasting error.
- 10. Adjourn – Motion by Enburg. Second by Dreger. Motion carried at 8:55 p.m.

Approved: 3/1/2016

Amanda Arnold
Planner/Administrator, Town of Verona