

REGULAR MONTHLY BOARD MEETING MINUTES

TOWN OF VERONA

Tuesday, July 1, 2014 6:30 P.M.

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

Present: Rego, Enburg, Geller, Miller, Combs

Absent: None

Staff Present: Arnold, Wright, Dresser, Judd

Also Present: see sign in sheet

1. Call To Order – Dave Combs called the meeting to order at 6:35.
2. Pledge of Allegiance
3. Approval of Agenda – Motion by Enburg to approve the agenda with New Business being moved before Unfinished Business to give Rego and Miller time to arrive. Gregg Miller arrived at 6:58 p.m and Bob Rego arrived at approximately 7:10 p.m.
4. Announcements
 - a. Report on June 16/17 storm damage – Amanda reported on the damage totals, expected costs, potential for reimbursement from the state, and lessons learned.
5. Public Comment - This section of the meeting provides the opportunity for comment from persons in attendance on items **not** listed below over which this governing body has jurisdiction. Comments on matters not listed on this agenda could be placed on a future meeting agenda. – None
6. New business
 - Fireworks permits – the Board reviewed the fireworks application summary. No action was needed as the Board Chair can authorize the permits.
 - Discussion and action re: Compliance Maintenance Annual Report for the sewer system. Motion by Enburg to approve Resolution 2014-3 for the CMAR. Second by Geller. Motion carried unanimously.

The group then moved to Reports.

Public Works:

- Discussion and action re: Range Trail bids – Kevin Lord presented the bids for Range Trail and recommended going with asphalt rather than a chip seal since the bids came in lower than expected. Motion by Enburg to accept Wolf Paving's bid for Alternate 1 and Alternate 2. Second by Geller. Motion carried unanimously with Gregg Miller joining the vote.
- Driveway permit for 2110 and 2106 Davis Hills Dr. – Motion by Enburg to approve the permit. Second by Geller. Motion carried unanimously.

EMS: No report.

Open Space and Parks: the group is continuing to work on connectivity. Chris James from Dane County will be attending the next meeting to discuss parking lots.

Town Chair: None.

Supervisors: Mark Geller was appointed to CARPC.

Clerk/Treasurer:

- Update and possible action re: driveway ordinance – John Wright presented drawing he had done to add to the ordinance. He hopes to have a final version for action next month.
- Update and possible action re: sewer maintenance – John reported that McCann's has completed televising sections of the sewer system. There are repairs needed that exceed the amount brought in from reserves, so he will prepare a recommendation to present next month.
- Follow up on Board of Review – John reported that neither party that appeared at Board of Review has pursued further appeal.

Bob Rego arrived.

Plan Commission:

Discussion and action re: Land Use Change Application #2014-5 – Dated May 1, 2014 for property located at 7711 Midtown Rd. submitted by Dana Barre of Heartland Farm Sanctuary for Maxwell Family LLC. The purpose of the application is to allow for an animal sanctuary for natural and educational purposes. The application consists of a conditional use permit (rezoning and certified survey map were previously approved). –

Motion by Enburg to approve the application for a conditional use permit for property located at 7713 Midtown Rd. submitted by Dana Barre of Heartland Farm Sanctuary for Maxwell Family LLC. to allow for "agricultural entertainment activities more than 45 days per year" in the A3 zoning district so an animal sanctuary for natural and educational purposes can be allowed.

The Town of Verona Board of Supervisors finds that the six standards for a Conditional Use Permit will be met with the following conditions:

- Hours of operation:
Educational activities will be 7 a.m. to 9:00 p.m. for those arriving by car and 8 a.m to 9:00 p.m for those arriving by bus.
Fund raising activities would be limited no more than five major events a year and would start no earlier than 8 am and end by 10 p.m. with crews leaving by 11 p.m. It is understood that events with 50 or fewer people would occur throughout the year, with the same time limitations.
- Supervision of animals would take place as needed throughout a 24 hour period.
- For purposes of assisting staff on a regular basis, the number of volunteers would be limited to 20 (present on the property at one a time) with the number not to exceed 40 for special events and work days.
- Pigs will be kept 35 feet away from the neighboring property at 7715 Midtown Rd.
- Outdoor loud speakers will not be used.
- Outdoor lighting will be limited to what is necessary for safety and designed to shield adjacent properties from the glow.
- Parking will be limited to 30 cars on a daily basis in a good gravel area with overflow parking for no more than an additional 60 cars for special events.
- Drive access will be modified in accordance with the driveway permit requirements of the Town of Verona.
- Permanent restrooms will be added in whatever number is required by the building code.
- If ownership of the operation or property changes, this CUP will be reviewed and potentially amended.

Second by Geller. Miller asked about parking and was assured by the applicant that there would not be on street parking. Motion carried unanimously.

Discussion and action re: Dane County blanket rezoning – this item had been tabled by the Plan Commission so no action was taken by the Board.

7. Unfinished business:

Discussion and possible action re: coordination on several growth related issues with the City of Fitchburg – Dave Combs explained that he and Amanda had met with Fitchburg twice since the last Town Board meeting. The result was that Fitchburg had studied the placement of utilities in the right-of-way and also moved a portion of the proposed water main into their right-of-way. Town staff and Fitchburg staff had also drafted a memorandum of understanding (MOU) that outlined what issued the two jurisdictions would continue to work on together. Amanda Arnold explained that Fitchburg is also interested in obtaining a second right-of-way permit to lower a portion of the road to improve site distances. Manfred Enburg stated that he felt the Town needed more time to consider all the variables and more time to do adequate study to make sure important issues weren't being overlooked. Dave responded that he had concerns about further delaying a vole on the request to use the Town's right-of-way for the water main. Dave walked the group through the points outlined in the MOU. Manfred stated that there needed to be more time to work on all of the issues outlined. There was discussion about adding a special meeting. Ahnaray Bizajak from the City of Fitchburg explained that the City would not be back to continue to seek the right-of-way permit for the water main and they would go to the Public Services Commission if agreement could not be reached. Amanda explained that action on the second right-of-way permit could be delayed if the Board. Motion by Miller to authorize Dave Combs to sign the MOU if the content remained substantially the same and the dates were amend to allow adequate time to accomplish the items outlined in the memorandum. Second by Rego. Manfred Enburg suggested a meeting be held within four weeks. Anharay explained that the City committee process is lengthy but that she would forward the MOU for consideration. Motion carried unanimously.

Discussion and action re: permit for the City of Fitchburg to place a water main in the Town's right-of-way – Motion by Rego to approve the placement of the water main as presented on the drawing provided by Ahnaray Bizjak. Second by Miller. Bob commented that in essence the City of Fitchburg will be using 49' feet of the right-of-way and the Town will have 17' left to use. He also stated that it would be nice if the Town could tap into the water main, but Ahnaray replied that City policies prohibit that. Ahnaray clarified that the original permit document stated that the road would be cut, but directional boring is being explored. Motion carried unanimously.

Discussion re: road haul permit for Yahara Materials. Motion by Enburg to table this discussion. Second by Rego. Amanda explained the representatives from Yahara had come to present their study and that no action was needed tonight. Motion was denied unanimously, and Yahara representatives discussed their Traffic Impact Analysis. They

recommended improvements to the intersection of Fitchrona Rd and Grandview, more consistent speed limits, and shoulders for bikes in some locations. They also volunteered to participate in future pavement costs. Manfred Enburg requested updated traffic data. He also wondered if concrete has been considered for the intersection improvements. Amanda explained that a road haul permit would be required for Yahara but the conditions could be coordinated with the City of Fitchburg.

Discussion and action re: traffic regulation ordinance to support municipal court operations – Amanda explained that the Town needs to adopt state statues for traffic regulations for the new officers to issue tickets. These are embedded in Chapter 5 of the new code which the Board received earlier. Amanda pointed out the chapter includes other regulations such as prohibiting parking on DeMarco Trail, Pheasant Lane, and Goose Lake Drive in the winter. The Public Works staff had requested this to make plowing more efficient. Amanda explained PW staff would also like Rolling Oaks added to the list. Gregg Miller asked for clarification. He thought parking was illegal on a Town road anyway. Amanda said she believed it was, but this would add clarity in places where people are parking on the street. Motion by Enburg to adopt Ordinance 2014-2 establishing traffic regulations for the Town of Verona. Second by Miller. Motion carried unanimously.

Update and possible action re: compost option for Town residents – Amanda presented various levels of service that the Town could consider for compost/brush service. Dave asked the Board to be ready to pare down the options next month.

The group than return finish up Reports
Planner/Administrator:

- Discussion and action re: life insurance benefits for the Building Inspector. Amanda reminded the Board of the discussion held in closed session last month. Motion by Enburg to pay the Building Inspector \$160 per month to cover life insurance costs retroactive to June 1st and continuing to December 31st. Second by Rego. Motion carried unanimously.
 - Discussion and action re: health savings account for retired annuitant. Amanda explained that the Town needs to pay Rose Johnson for her accumulated sick leave. Rose has set up an account with Precision Retirement Group for her husband's benefits, and it would be efficient for the Town to do the same for her, but there would be an \$800 set up fee. Amanda could set up accounts for the other employees with sick leave balances with that set up fee, but she has not had a chance to gauge their interest yet. Motion by Geller to send the \$800 and set up the accounts. Second by Enburg. Motion carried unanimously.
 - Update and discussion re: year to date expenses. Amanda explained that several budget lines are reaching their maximum amount. Last month the Board authorized bringing \$15,000 in from reserves for paying for the deputies' time. To address both issues Amanda suggested using some of the \$75,000 set aside for putting into reserves for emergency material into other categories. Motion by Enburg to move \$5,000 from account 1052330 to Public Safety, \$15,000 from 1052330 to General Government, and \$30,000 from account 1052330 to Public Works, leaving \$25,000 in account 1052330. Second by Geller. Motion carried unanimously.
8. Motion by Enburg to go into closed session per Wis. Stats. §19.85 (1) (e) for deliberating or negotiating the purchase of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session. Discussion and possible action pertaining to the purchase of land for Town operations. Second by Miller. Motion carried.
 9. Motion by Rego to return to open session. Second by Miller. Motion carried.
 10. Discussion and possible action on matters discussed in closed session. – No action needed.
 11. Approval of payment of bills for May – Motion by Enburg. Second by Miller. Motion carried.
 12. Review of Building Permits, Inspection Reports, Road Haul Permits, and Right-of-Way Permits – No questions.
 13. Discussion and approval of minutes of the June 3rd and June 16th meetings. Motion by Rego to approve the June 3rd minutes as presented. Second by Miller. Motion carried. Motion by Rego to approve the June 16th minutes as presented. Second by Miller motion carried.
 14. Adjourn – Motion by Enburg to adjourn at 9:45 p.m. Second by Miller. Motion carried

Approved: 8/5/2014

Amanda Arnold
Planner/Administrator, Town of Verona