

REGULAR MONTHLY BOARD MEETING MINUTES

TOWN OF VERONA

July 12, 2016 6:30 PM

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

Present: Geller, Maxwell, Enburg, and Duerst

Absent: Dreger

Staff Present: Administrator Planner Arnold and Clerk/Treasurer Wright

Also Present: see sign in sheet

1. Call to Order/Approval of the agenda – Mark Geller called the meeting to order at 6:33 PM. Motion by Duerst to approve the agenda. Second by Maxwell. Motion carried.
2. Pledge of Allegiance
3. Announcements – Amanda Arnold announced that the town is in need of more election workers and Tammy Dresser will be sending out a note to board and committee members looking for recruits.
4. Public Comment – Marge Jacobs of 2000 Range Trail asked the Board to reconsider their earlier decision to not add pavement to the right-of-way near her mailbox. She raised concerns about safety and asked if arrow signs could be added to curves and if the striping could be redone because it has faded. She also had concerns about the jute that was placed down when the ditch was seeded. Mark Geller asked the Public Works Committee to review Marge's concerns. Bob Bovy mentioned that a raised culvert on Country View near Epic System's community garden is also an issue; although it is marked with a bump sign, it is severe enough that feathering asphalt on either side would help.
5. Old business
 - a. Discussion and action re: appointments to a joint planning committee with the City of Verona – Mark Geller explained that the boundary agreement calls for three Town representatives to serve on a joint plan committee: the Town Chair, a Plan Commissioner, and third person. Deb Paul from the Plan Commission has volunteered and Mark has asked Bob Rego to serve. Bob Rego needs a few more days to consider it, so his appointment will be on the August agenda. Administrator Arnold noted that she and Adam Sayre will meet to draft by-laws for the committee. Motion by Duerst to approve the appointment of Deb Paul. Second by Enburg. Motion carried unanimously.
 - b. Discussion re: letter of intent to opt out of Dane County zoning – Mark Geller explained that he wanted the Board to share their initial feelings about the potential for opting out of Dane County zoning prior to the October 20, 2016 deadline. Supervisors Enburg and Maxwell have attended a few Dane County Towns Association meetings at which the new code had been discussed. Maxwell also attended a Dane County Zoning and Land Use subcommittee meeting. Both supervisors reported on their observations. Enburg stressed that it was important to show solidarity with the other towns; he felt issuing the letter of intent as soon as possible was important to keep options open; Supervisor Duerst agreed. There was a brief discussion regarding the completion of an updated comprehensive plan for the Town; Enburg proposed using the zoning area designations proposed by Dane County instead of those in the current Town Comprehensive Plan. Those present reviewed a list prepared by Administrator/Planner Arnold of items to consider when considering opting out of the services that Dane County provides and how they might be replaced. Chair Geller expressed his concern that the whole issue was very political and stated his opinion that relationships with the County were improving. Geller agreed to put the issue as an action item on the next agenda.
6. New business
 - a. Discussion and action re: Land Use Application #2016-2 dated 6/20/2016 for property located at 7669 CTH PD submitted by Planner/Administrator Arnold. The purpose of the application is the creation of a new Certified Survey Map creating two new parcels for sale. – Arnold and Supervisor Maxwell reported on a recommendation by the Plan Commission to combine Lots 1 and 2 on the CSM. Supervisor Duerst expressed his opinion that the Town should retain the land in Lot 1 even though it would mean less revenue to pay for construction costs. Arnold pointed out that the Town will also lose revenue because the County is requesting the dedication of additional right-of-way for County Highway PD. Supervisor Enburg stressed his interest in keeping land to make sure there was enough for all Town operations now and in the future. Chair Geller explained that he has always been upfront about his intention to sell as much land as possible to offset the cost of the Town Hall. Maxwell moved to approve the CSM with the condition that Lots 1 and 2 be consolidated into a single lot which the Town will retain; 2nd by Duerst. Enburg: aye; Duerst: aye; Maxwell: aye; Geller: nay. Motion carried.
 - b. Discussion and action re: Offer to purchase approximately 38.44 acres of land located at 7669 County Highway PD – The Board reviewed the draft offer to purchase. Supervisor Maxwell made note of the condition that Epic would like to have the option to keep horses on a portion of the land that they buy; he stated this may require access to be granted by the Town from Country View Road. Supervisor Enburg stated that Epic

owns property with access to the south and will likely utilize that. Maxwell asked if the Town's attorney had reviewed the offer; Chair Geller responded that the Town's attorney was working closely with Epic's attorney. Geller added that he had anticipated approval of a motion to consolidate Lots 1 and 2 that would result in the sale of fewer acres and loss of revenue; accordingly, he met with a representative from Epic earlier today to see whether they would agree to the original purchase price rather than one linked specifically to acreage. According to Geller, Epic agreed verbally to that condition. The Board thanked Geller for all his efforts. Duerst moved to approve the sale of all residual land (land not contained in Lots 1 and 2 of the preliminary CSM) for \$2,498,600 to Epic Systems and to authorize the Town Chair to approve the final documents; 2nd Enburg. Enburg: aye; Duerst: aye; Maxwell: aye; Geller: aye. Motion carried unanimously.

7. Reports

a. Plan Commission:

- i. Discussion and action re: Land Use Application #2016-1 dated 6/15/2016 for property located near the SW corner of the intersection of CTH PB and Sunset Drive (parcel 0608-353-8055-0) submitted by Daniel McGrath on behalf of the Rego Farm LLC. The purpose of the application is rezoning of 39.409 acres from A-3 to RH-4 to allow for the construction of a home. It was noted that the Plan Commission recommended the Board approved the rezoning request and to approve a driveway permit for a joint driveway with a single access to Sunset. Siting of the house may be reviewed by the Public Works Committee. Supervisor Maxwell moved to approve the rezoning of parcel 0608-353-8055-0; 2nd Supervisor Duerst. Supervisor Enburg moved to amend the motion to include a restriction to a single access to Sunset Drive; 2nd Maxwell. The motion to amend carried. The main motion carried. Enburg added that he felt the recent road work had placed the driveway entrance at the best location. There was brief discussion of a second existing driveway entrance; however, it was believed that it was for a different parcel. Enberg recommended that when a driveway permit is pulled, that the trees be cut back and that a "ledge" be built at the drive entrance to the road so that vehicles are not entering the road as they come up from the site.

b. Public Works Committee:

- i. Discussion and action re: seal coating of Shady Oak Lane – Amanda explained that the Town received bids to slag seal Shady Oak Road, but did not take action because a time frame for the Woods at Watch Hill development was not known. The contractor needs feedback as to whether or not the Town is moving forward with the project and the Town Board needs to decide whether or not to skip the section by the Woods at Watch Hill development. Manfred expressed his opinion that the Town should do the project and require the developer add new pavement to the section of the road that he impacts. Enburg moved to approve a contract with Scott construction for slag seal coating of Shady Oak Lane for the amount of \$28,385.30; 2nd Duerst. It was noted that work should be completed before or after the Ironman Triathlon. Motion carried unanimously.

c. Natural and Recreations Areas Committee – No report.

d. Ordinance Committee:

- i. Discuss discharge of firearms outline – The Board reviewed a series of questions raised by the Ordinance Committee. The Committee was seeking guidance so they could draft an ordinance; the specifics regarding duration, setbacks, and other details could be determined later.

e. EMS Commission – There was no meeting since the last report.

f. Town Chair:

- i. Update on construction of the new town hall and public works facility – Chair Geller provided an update on the construction timetable and costs. The project is on schedule and under budget. Some additional costs related to consulting are being incurred, but some of these relate to changes that result in reduced construction costs. There was a discussion regarding cost increases and decrease including the addition of gutters on the public works building. Geller explained that a few tasks are pending that are related to the land sale. First, the Town will need to make certain that the old silo foundation is removed. Geller stated he met with the environmental consultant and feels that can be resolved quickly. Second, Epic plans to use the old bank barn and attached riding arena for storage. They will improve both structures and buffer the riding arena from the town hall. Epic will need to have access to water, so they have asked to share the new well. The Board members agreed to that. Third, the drive to the barn can remain, but the driveway permit will need to be updated and Dane County has requested assurance that it will only be used for access to the barn.
- ii. Discussion and action re: contracts with the Cuningham Group and Homan Construction – Chair Geller presented a contract with Cuningham Group. As the architects, they need to invest time to ensure that the contractor is constructing the building as designed. There was a discussion about the potential for overlapping construction management and for that reason, Mark had decided not to bring forward a contract with Homan Construction. Mark believes the construction oversight

and design input will be much scaled back from this point. Geller will discuss a much more limited scope with Tim Homan than what was originally proposed. Supervisor Enburg raised some concern about vague language in the Cuningham contract related to reimbursable expenses and asked staff to follow up. Supervisor Maxwell moved to approve the Cuningham Group contract for the amount of \$41,500 and to authorize Chair Geller to sign it; 2nd Duerst. Enburg: aye, Duerst: aye, Maxwell: aye, and Geller: aye. Motion carried.

- iii. Discussion and action re: second budget amendment – Amanda explained that a second bill to JP Cullen is due on the July 25, 2016. The bill is for \$519,439; a budget amendment is needed to bring in money from reserves, the building sale, and/or the line of credit from Capitol Bank. Amanda mentioned a concern that the bill is due before the land sale or line of credit may be finalized. A couple of Board members stressed that they would rather pull from operating funds and reimburse those funds than pay the bill late. Supervisor Duerst moved to amend the budget to bring in \$520,000 in revenue to pay the bill from Cullen; 2nd Maxwell. Enburg: aye, Duerst: aye, Maxwell: aye, and Geller: aye. Motion carried.
 - iv. Update on interest in the existing Town Hall – Amanda reported that an appraisal had been ordered and she was also getting a cost for demolition for reference. The City of Verona has recently expressed some interest in the building as has a local exterminator service.
 - g. Supervisors: Duerst showed some pictures of Riverside Road and expressed the need to get ahead of the weed growth. He is concerned that the Road Patrolman cannot manage all that needs to be done and wants to consider a second public works staff member when the Town does the next budget. Supervisor Enburg added that interns could also help with some public works tasks such as mapping and traffic counts. Chair Geller asked that the Public Works Committee look into both options further. Duerst added that both mowers are in poor condition; Planner/Administrator Arnold stated she can work with the Committee on the overall public works budget.
 - h. Clerk/Treasurer: John Wright reported that he and Tammy Dresser are preparing for the August election. He is also working on tasks that will lead to the information needed for the levy limit worksheet. Lastly, he reviewed his list of delinquent specials that is updated monthly.
 - i. Planner/Administrator: Amanda Arnold reported that she spoke with the developer of Woods at Watch Hill. He hopes to have his stop work order from Dane County lifted soon; the next step will be for him to submit his intersection plans to the Town for approval.
8. Discussion and approval of minutes of the June 2nd and June 7th meetings – Supervisor Enburg moved to approve the special minutes of June 2nd with edits to the language about the \$500 penalty and about the type of bat; 2nd Maxwell. Motion carried as amended. Supervisor Duerst moved to approve the June 7th regular minutes with a correction about which floor is sinking at the fire station; 2nd Maxwell. Motion carried as amended.
 9. Approval of payment of bills – Motion by Duerst. Second by Enburg. Motion carried.
 10. Adjourn – Motion by Enburg. Second by Maxwell. Motion carried at 9:39 PM.

Approved: 8/2/2016

Submitted by: John Wright, Clerk/Treasurer