

## REGULAR MONTHLY BOARD MEETING MINUTES

### TOWN OF VERONA

July 7, 2015 6:30 P.M.

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

Present: Geller, Dreger, Duerst, Enburg, and Maxwell

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. Doug Maxwell suggested moving the Plan Commission items up before New Business. Motion by Maxwell to approve the amended agenda. Second by Duerst. Motion carried unanimously.
2. Pledge of Allegiance
3. Announcements - None
4. Public Comment - None
5. New business
  - a. Discussion and action re: an Operator's License for Victoria Winkleman – Motion by Duerst to approve the license. Second by Maxwell. There was a brief discussion about how to monitor operators if there are concerns about their past actions. It was determined that would be beyond the scope of town staff, but Amanda offered to pass on any reports when licenses are renewed next summer. Motion carried unanimously.
  - b. Discussion and action re: Resolution 2015-10 for the WI DNR Compliance Maintenance Annual Report – John Wright summarized the financial and maintenance reporting required in the CMAR and pointed out the goals listed in the resolution. Motion by Enburg to approve the resolution. Second Duerst. Motion carried unanimously.

#### (7a) Plan Commission:

Discussion and Action re: Land Use Application #2015-3 – dated 6/16/2015 for property located at 6343 Nesbitt Rd. submitted by Scott MCGettigan on behalf of Kurt Nickel. The purpose of the application is rezoning from C1 to C2 to allow for an auto repair shop. – Motion by Enburg to approve the rezoning from C1 to C2 with allowed uses to be limited to:

- All uses permitted in the LC-1 Limited Commercial District
- All uses Permitted in the C-1 Commercial District
- Retail and service uses
- Major repairs to motor vehicles
- Parking or storing of motor vehicles
- Storage or processing of scrap or waste material (inside a building)

Second by Dreger. Maxwell: aye. Duerst: aye. Enburg: aye. Dreger: aye. Geller: aye. Motion carried.

Discussion and Action re: Land Use Change Application #2015-4 – dated 4/6/2015 for property located at 7685 County Highway PD submitted by the Town of Verona. The purpose of the application is a Conditional Use Permit to allow Governmental Uses (a new town hall and garage) in the existing A2 zoning district. Motion by Enburg to approve the CUP with the understanding that the six findings of fact have been met. Second by Maxwell. Maxwell: aye. Duerst: aye. Enburg: aye. Dreger: aye. Geller: aye. Motion carried. There were questions about the building design, specifically about the flat roof portion, and about the driveway location. Mark Geller explained that those questions could be addressed in a special meeting with the designers.

Discussion and Action re: approval of Certified Survey Maps for the following previously approved rezonings:  
- 2101 Sugar River Rd. submitted by Carmon Wilson – Manfred Enburg explained that the Plan Commission had approved the CSM with the following conditions:

- that the access easement would be identified on the CSM
- that a copy of easement would be provided to the town, and
- that a request would be made to amend the field access that was granted last summer for 2157 Sugar River Rd

A lengthy discussion about the third condition followed. Manfred Enburg explained that adding a second user of the field access that was approved last summer for 2157 Sugar River Road constituted a change in scope for that permit. In addition, he wanted proper documentation to assure access into the future. Manfred noted that the first

condition could be met with a simple notation on the CSM. It was determined that the Board needed more time to review the previous documentation, adjoining CSMs, and the lay of the land. Motion to table action until more information on the access issues is reviewed. Second by Duerst. Maxwell: aye. Duerst: aye. Enburg: aye. Dreger: aye. Geller: aye. Motion carried.

- northwest of 1955 Locust Dr. (parcel no. 0608-274-8500-1) submitted by the Verona Area School District on behalf of Curtis and Deb Herfel – Manfred Enburg made a motion to approve the CSM with the edit that the whole width of the road right-of-way (66' rather than 33') would be dedicated to the public. Second by Maxwell. Amanda reported that she had discussed the right-of-way issue with the City of Verona and they were in support, but they indicated that Dane County was not. Amanda has followed up with Dane County but not gotten a response. She also noted that a certification was missing and she had asked for that to be added. Motion carried. Manfred also pointed out that the Open Space and Parks Commission had made a suggestion about reaching out to the City about open space connections, and the Plan Commission will have that on their next agenda. Maxwell: aye. Duerst: aye. Enburg: aye. Dreger: aye. Geller: aye.

2645 Country View Rd. submitted by Epic Systems – Motion to approve by Enburg. Second by Dreger. No discussion. Maxwell: aye. Duerst: aye. Enburg: aye. Dreger: aye. Geller: aye. Motion carried.

Discussion and possible action re: vacation of Wesner Rd. – Manfred presented a concept drawing of ending Wesner Rd at the old dog park parking lot, and explained that the Plan Commission believes that if the church and county want the road extended they could contribute to the cost. Kevin Lord estimated the cost of a hammerhead at the old parking lot at approximately \$12,000. Doug Maxwell expressed concern about stopping the road short of the church and explained that people expect their road to remain after they construct a building. John Wright raised concerns about potentially having to buy property to construct the hammerhead (or a cul-de-sac which is suggested in the subdivision ordinance). Mark Geller explained that he feels the town has an obligation to provide access to the church since it is part of the community. He also would like to reach out to the county one more time to try to get a memorandum of understanding rather than vacate the road. Motion by Maxwell to introduce a resolution to vacate Wesner Road at the entrance to the church, assuming that the county and the church would work with the town to assure that there is enough land for a hammerhead and that a memorandum of understanding related to plowing and maintenance would still be sought. Second by Enburg. Maxwell: aye. Duerst: aye. Enburg: aye. Dreger: nay. Geller: nay. Motion carried.

#### 6. Unfinished business

- a. Discussion of Chapter 4 of the code of ordinance Licenses and Permits - John Wright explained that he's working hard to cross check references and correct errors in the chapter. There were general questions about the kinds of permits, how drunkenness is defined, and fees. John will provide recommendations for adoption at the next meeting.
- b. Update on Town Hall/Garage Planning – Mark Geller reported on the following:
  - Design Status: Consultants presented updated costs on July 1. Several weeks have been spent reducing the scale of the buildings and cutting back materials.
  - Permits: Driveway access has been granted by Dane County. Conditional Use Permit is in process. Other permits will be applied for with assistance from the consultants.
  - Site Preparation: A burn of the duplex is scheduled for Saturday, July 11. A tentative date has been set for Saturday, August 1, for the touring of and bidding on the other buildings. Several board members suggested having a day to tour and then giving people a week or two to submit their bids. It was determined that bidders would have to take the building and the contents (not split it) and take the complete building (not parts). Kevin Lord suggested having language about how they should leave the cleaned up footprint after removal. Mike Duerst suggesting have a right to refuse bids and expressed interest in keeping the riding arena.
  - Sale of Land: The board was in support of putting up a sign at any time and negotiating with potential buyers.
  - Cost Estimates: To be discussed at a special board meeting with the designers.
  - Public Process: A special board meeting with the designers and the town attorney will be set up. Public outreach would follow.

#### 7. Reports

- a. Public Works: payment for Range Trail – Amanda explained that Range Trail had come in under budget. There was a general discussion about roadway planning. Amanda and Kevin provided lists of completed road projects and a list of road sorted by condition. The board discussed turning some roads back to gravel, but Mike Duerst pointed out that gravel is hard to maintain when plowing. Kevin expressed support for the way the town has been pulverizing and relaying roads with addition grinding in recent years. That's costing the town \$50 to \$70 a foot. In order to move toward identifying projects for next year, the Board asked for traffic

counts on: Sunset, Locust, Whalen, Grandview and Woods Roads. There was also a discussion about mowing and chipping and plowing.

- b. EMS – no report because there was no meeting this past month.
  - c. Open Space and Parks - Doug Maxwell reported that the Upper Sugar Watershed Association, with support from the town, got a grant for a mower. The OSPC also received a presentation on prairie establishment.
  - d. Town Chair – Mark Geller discussed committees and commissions and the board responded to an outline of what could be assigned to a public work committee, plan commission, and open space and parks committee or commission. Mark explained that OSPC can only be dissolved by a vote at a town meeting, so it's premature to talk about that. However, Mark is committed to establishing a public works committee (on which Mike Duerst volunteered to serve.) Mark pointed to several questions that would have to be addressed as committees are developed. These questions included things like how appointments would be made and how much staff support would be needed. Mark then introduced Jim Schroeder, whom Mark appointed to fill Doug Maxwell's unexpired term on the Plan Commission. The Board welcomed Jim. Mark also reviewed a report on staff activity for the month of June. Mark would like to add this as a standard part of the board package to keep everyone informed. Of particular note was the approval of a two driveway repaving permits (one for 6385/6387 Everest Drive and one for 7812 Dairy Ridge). Amanda explained that board action on repaving has been inconsistent (sometimes the board acts on repaving and other times it hasn't). The Board was comfortable with that and Amanda offered to come back with policies and procedures for driveway permits.
  - e. Supervisors: Manfred Enburg reported that he expects the Payne and Dolan pit to move to the other side of Highway 69 soon. John Wright offered that he has summarized the conditions associated with the conditional use permit for the pit. There was also a discussion of development on the north end of town and the boundary agreement between the City of Madison and the City of Verona. Mike Duerst asked that Mark Judd mow up to the fences on Riverside Rd.
  - f. Clerk/Treasurer – John Wright reported on delinquent taxes. He also explained that he has been working to resolve several issues related to access and zoning on the LB Land Investments parcel at 2159 Range Trail. The Town did not file a lis pendens when the adjacent road right-of-way was abandoned, and John asked for authorization to correct that error. The board thanked him for his work.
  - g. Planner/Administrator – Amanda passed out a report on building permit activity.
8. Approval of payment of bills – Motion by Enburg. Second by Duerst. Motion carried.
  9. Discussion and approval of minutes of the June 2<sup>nd</sup> meeting. Motion Enburg to approve. Second by Duerst. Motion carried.
  10. Adjourn. Motion by Duerst. Second by Maxwell. Motion carried at 10:01 p.m.

Approved: 8/4/20154

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Amanda Arnold  
Planner/Administrator, Town of Verona