

REGULAR MONTHLY BOARD MEETING MINUTES

TOWN OF VERONA

Tuesday, June 4, 2013 6:30 P.M.

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

Present: Combs, Rego, Enburg, Geller, Miller

Absent: None

Staff Present: Arnold, Wright, Dresser, Lease, Judd

Also Present: See sign in sheet

1. Call To Order/Approval of Agenda

Amanda suggested moving up the discussion of pool permits to allow Dick Steele to leave earlier. Motion to approve the amended agenda by Enburg. Second by Geller. Approved unanimously.

2. Public Comment

None.

3. Appeal of conditions placed on a driveway permit for 1689 Black Cherry Court

Natalie Bussan, attorney for Jeff and Beth Phillips addressed the Board about the conditions put on the driveway permit for 1689 Black Cherry Court. She detailed their concerns that too much cutting would be required, the base of the driveway was excessive, and 50' turn around was unclear. She pointed out that these requirements are not specified in the ordinance and she passed out a comparison of past driveway ordinances that have been issued. Natalie Bussan stated that her clients were willing to sign a release of liability rather than clear the trees. A concern was raised that such agreements are difficult to enforce when a fire really happens. Terry Temple, the Phillips' builder was also present to answer questions. Mark Geller pointed out that each driveway is different, and the conditions are dictated by the site and safety. Amanda stated that the fire district staff has stated that they are comfortable with the staff proposed conditions, but they have indicated they would not want to see the width and height of the proposed clearing reduced. Natalie responded that her clients would like total cleared width of 14 feet. There was a discussion about what is needed for a turn around, and there was general consensus that the design would not be dictated, but the idea is that trucks could turn around at the house, but not too close to the house in case it was burning. There was a discussion about the depth of rock constructed. Terry Temple said they plan to pave the driveway, and Manfred Enburg suggested that that might make the gravel depth a moot point since Mr. Temple was planning on more than gravel. Ron Lease countered that a deep base is needed to hold the heavy fire trucks. Manfred suggested that a detailed site plan would help. Dave Combs concurred and offered to have a special Board meeting on site to discuss the amount of cutting needed. It was agreed that would be the next step.

4. Discussion of pool permits

Dave Combs explained that Dick Steele, the Building Inspector, is very concerns about several unpermitted pools that were recently discovered when other permits were pulled or appealed. Tim Valentine, a property owner with a pool, was present and explained that his pool was installed a couple of decades ago, long before he owned the home. The Board expressed support for writing a letter to those owners with unpermitted pools, explaining the ordinance, encouraging those with pools that pre-date the ordinance to install fences, and requiring those with recent pools to get permits and install fences.

5. Applications for liquor licenses for Blackhawk Bowhunters and Ole Duffers Pub

No one was present for the public hearing. Motion by Miller to approve the liquor and cigarette licenses for Blackhawk Bowhunters and Ole Duffers Pub. Second by Geller. Approved unanimously.

6. Approval of operators licenses for the year ending 6/30/2014

The Board asked if there were any concerns about any of the applicants. Tammy Dresser responded that she was not aware of any. Motion by Enburg to approve the operators' licenses as presented. Second by Miller. Approved unanimously.

7. Approval of fireworks permits

The Board asked if there had been complaints about any applicants. Tammy Dresser responded that she was not aware of any. Motion by Rego to authorize the Chair to approve the permits. Second by Miller. Approved unanimously.

8. Discussion of Old PB Bridges

Amanda explained that she has confirmed that the southern bridge is within the City of Verona. In addition, previously the northern bridge was not eligible for replacement, but it has been re-evaluated and it now scores low enough that it's eligible for state funding. She has been working with the City of Verona Public Works director to develop the following approach:

- DOT's consultant, KJohnson Engineering, has suggested that the City and Town work together to design and rebuild both bridges at the same time. Then all of the environmental studies could be done at once and the road would only be closed once.
- There could be one multi-party contract for both bridges with the consultant that was already selected.
- The City of Verona Public Works director has indicated that the City would pay the local share for the southern bridge.
- DOT's consultant has suggested that the Town remain the lead agency.
- When the work is all done the City would take over the road.

- Amanda, with the help of the City of Verona staff, has applied for construction funding for both bridges.
- A formal agreement between the City and the Town would be pursued after the funding is received.

9. Compliance Maintenance Report

Amanda asked that this be postponed to a future meeting because she was unable to complete the necessary online forms.

10. Building permit fee schedule

Amanda presented an updated draft of the previously approved new fee schedule. The Board suggested a few clarifications related to window openings, driveway fees, and demolition by burning. Motion by Enburg to approve the updated draft, including the amendments made by the Board. Second by Miller. Approved unanimously. Amanda indicated she would implement the fees starting Sept. 1.

11. Reports

A. Engineer/Public Works:

Amanda reviewed two documents: a list of all of the roads now sorted by condition, and a list of potential small projects for this summer. There was some general discussion about single purpose roads, grant funds, and traffic counts. Motion by Miller to pursue the "minimal repair scenario" presented with the addition of overlaying White Crossing rather than just patching it. Second by Enburg. Approved unanimously.

B. Plan Commission:

Manfred and Amanda reported that they attended a City of Verona work session about growth.

C. EMS: No report.

D. Fire: Dave reported that the Commission is working to support the City of Verona in their hiring of a chief.

E. Open Space and Parks: Greg Miller and John Wright reported that OSPC is reviewing the trimming policy.

F. Town Chair: Dave reported that Amanda has meeting set up with Erika Hotchkiss to discuss growth issues.

G. Supervisors: No report.

H. Clerk/Treasurer: John Wright reported on his review of the assessment roll. He and the assessor have fixed several errors, and he has developed a list of all the changes including those agreed upon between property owners and the assessor during Open Book. Manfred Enburg said he'd like to see the list.

I. Planner/Administrator:

Amanda explained that the Belleville Senior Program has agreed to take over coordination of the Meals on Wheels program. She presented a memo detailing what changes would be involved for the drivers and the recipients. The Board supported the changes. Amanda also reported on preparations for the Hometown Days Parade and handed out two information fliers about right-of-ways and mailboxes.

12. Motion by Enburg to go into closed session per Wis.Stats. 19.85 (1)(c) to review compensation and benefits with respect to the Clerk/Treasurer position. Second by Rego. Approved unanimously.

13. Motion by Enburg to convene into open session. Second by Miller. Approved unanimously.

Motion by Enburg to offer benefits to the Clerk/Treasurer on a prorated basis for a 30 to 40 hour work week. Second by Geller. Approved unanimously.

14. Motion by Miller/Second by Geller to approve the payment of bills for month of May. Motion carried.

15. Review of Building Permits, Inspection Reports, Road Haul Permits, and Right-of-Way Permits

No action or reports.

16. Motion by Enburg/Second by Rego to approve the minutes of the regular May meeting.

17. Motion by Miller/Second by Rego to adjourn. Motion carried at 9:30 pm.

Approved:

Amanda Arnold
Planner/Administrator, Town of Verona