

REGULAR MONTHLY BOARD MEETING MINUTES

TOWN OF VERONA

March 5, 2019, 6:30 PM

Town Hall, 7669 County Highway PD, WI 53593-1035

Present: Geller, Maxwell, Dreger, and Duerst

Absent: Enburg

Staff Present: Arnold, Wright, Judd, and Barnes

Also Present: see sign in sheet

1. **Call to Order/Approval of the agenda** – Mark Geller called the meeting to order at 6:30 PM. Maxwell moved to approve the agenda; 2nd Duerst. Motion carried.
2. **Pledge of Allegiance**
3. **Public Comment** – None.
4. **Approval of Minutes from February 5th** – Duerst moved to approve the February 5, 2019 minutes with corrections identified by Maxwell; 2nd by Maxwell. Motion carried by voice vote.
5. **Reports and Recommendations**
 - Plan Commission:
 - i. Update on Comprehensive Plan adoptions – Maxwell reported that Chair Geller presented the Town Comprehensive Plan to the Dane County Zoning and Land Regulation Committee; the Committee approved the proposed Plan. This Plan will now need to be approved by the Dane County Board and the Dane County Executive. The Conditional Use Permit to allow a second residence for agricultural purposes on the Poast property, Hidden River Road, was approved.
 - ii. Update on new Dane County zoning ordinance – Maxwell and Planner/Administrator Arnold have been and will continue to review current zoning for Town properties and match them with adopted zoning categories as best as they are able. The Plan Commission will meet next week to review the Concept Plan for Prairie Circle. There followed a brief discussion regarding the relocation of the existing cul-de-sac bulb with a loop drive.
 - Public Works: Update on road bids – Public Works Project Manager Barnes presented an updated list of projects to put out to bid. He noted that the bulk of the maintenance work is for chip sealing Town roads with some wedging, overlay, and paving. The current schedule is for MSA Professional Services to publish requests for bids on February 28 and March 7, 2019. The bid opening by MSA is scheduled on March 15, 2019. Once the bids have been tabulated, projects will be selected to best match the \$200,000 budgeted for capital maintenance and the \$80,000 budgeted for jobs identified by Town of Verona Public Works staff to address area needs beyond the abilities of staff to address. There followed a brief discussion regarding Jaggi Drive which serves two residences. This led to a related general discussion regarding single purpose roads and Town policy towards maintaining and/or vacating some roads so classified. It was suggested that this topic be discussed more fully at a future meeting.
 - Financial Sustainability: 2018 preliminary audit update – Dreger reported that the Committee discussed increases to the 2019 levy that were primarily attributable to the three referenda approved in 2017 to build a new school and exceed the annual levy for operations beginning in tax year 2020 pay 2021. The April agenda will include discussion of options to consider for the Town portion of the levy to present at the Annual Town meeting on April 16, 2019. There was a brief discussion regarding how a possible fire protection special charge would be apportioned. Arnold reported that the audit of 2018 financials conducted annually by Johnson Block occurred on February 22, 2019. Preliminary results by Tara Bast of Johnson Block will be presented to the Town Board at their regular meeting on April 9, 2019; this preliminary report will be available at the Annual Town Meeting on April 16, 2019.
 - Ordinance Committee – Ordinance Committee Chair Tom Mathies noted that the Board members received a copy of proposed changes to Chapter 1 General Government at the February meeting. He reviewed minor changes to Town Board Supervisor membership on committees. He further noted that the Town Plan Commission traditionally has had a Chair as the only officer; consequently reference to other officers has been removed. The current Town committees established by the Town Board in 2016 have been added along with details regarding membership and terms. It was noted that committees have no prescribed numbers for membership. There was brief discussion of why supervisor members were limited to one year terms and how staggered terms for citizen members would be implemented. Appointments as recommended by the Town Chair should be reviewed and approved prior to the start of terms on May 1st. There followed a brief discussion regarding how Town of Verona representation on the Dane County Towns Association is determined. Maxwell requested that the word Town be consistently inserted in the proposed replacement of Section 1.05 to qualify which citizens can be members of committees and the Plan Commission. Maxwell moved to

approve Ordinance 2019-02 to repeal and replace Section 1.05 of Chapter 1 General Government with the revision noted above; 2nd Duerst. The motion carried 4-0 by voice vote.

- Natural and Recreational Areas Committee:
 - i. Introduction of the Parks Plan – Natural and Recreational Areas Committee (NRAC) Chair Bill Keen reported that NRAC has been working on updates to the Plan for about a year and-a-half after reviewing revisions to Chapter 7 of the updated Town of Verona Comprehensive Plan. In order to ensure consistency with Chapter 7 and the 2018-2023 update to the Dane County Parks and Open Space Plan, Keen and Clerk/Treasurer Wright have been meeting semi-regularly and presenting updates to members of NRAC for review. Keen noted that review and approval of the updated Plan results in a Letter of Eligibility from the Wisconsin Department of Natural Resources. Similar to the Town of Verona annex to the Dane County Natural Hazard Mitigation Plan, approval of the Town Parks Plan enables the Town to apply for Federal, State, and local funding to address a variety of projects that could include land acquisition particularly for wetland restoration that could benefit the Town for stormwater management, streambank improvement, etc.

Chair Geller noted that beyond defining areas that may require funding mechanisms such as grants, this update to the Parks Plan captures much more; it reflects what was discussed during the Town of Verona Strategic Planning sessions in 2017 and 2018. Maxwell asked for Keen to expand upon the first priority listed on page 6, Chapter 4, under Section 4.1. Keen responded that the Open Space and Parks Commission prior to their transition to NRAC had defined a future goal of a connecting trail system to tie the Ice Age Trail, Scheidegger Woods, and the Falk Wells Sugar River Natural Wildlife Area together. Such a trail would likely have to be implemented by the City of Verona when they move ahead with their Southwest Neighborhood Plan and possibly the Verona Area School District if they decide to build a school on the property purchased within the Town on Locust Drive that abuts the Cathedral Point subdivision in the City of Verona. There was a brief discussion regarding the third priority under the same section. On page 13, policy item 3 of Chapter 4, Section 4.3, it was noted that the Town of Verona is covered under Dane County's floodplain zoning ordinances. Tom Mathies reported that the City of Verona is in the process of updating their floodplain ordinance. Maxwell noted that the policies described in item 4 of Section 4.3 are now being implemented by the Town Plan Commission when reviewing new plats. There was brief discussion regarding community outreach through educational seminars or workshops as described in Chapter 5 Conclusions. It was noted that the map entitled Exhibit A has a numerical marker for a general location of the Leopold-Riley Game Cooperative that is near a parcel still in Managed Forest Law. Duerst questioned the proposed path of a future trail to the south of the Township; the proposed route is through wetlands and therefore not very practical.

NRAC Chair Keen then gave a brief overview of NRAC member Dave Lonsdorf's research regarding a weed policy; specifically he provided comments about the policy adopted by the Town of Middleton. Keen further reported that NRAC member Hoffman would like a provision if a policy is adopted by the Town to exempt farmers who quite often have large perimeters of fence line surrounding their property that are difficult to manage for invasive species. It was noted that this topic was raised by Lonsdorf at the 2018 Annual Town Meeting and this research is in response to that inquiry about possibly employing a Weed Commissioner. There was a brief discussion of which species were on the list and which were not. Appendix A of the draft 2018-2023 update to the Parks Plan contains a list prepared by NRAC. Chair Geller thought there was the potential for the presentation of seminars on the topic to educate the public. Town Project Manager Barnes noted that mowing in the road ROW can actually spread weeds unless the underside of the deck is cleaned regularly.

- EMS Commission: Supervisor Duerst reported that the cost for an emergency transport was increased to \$1,100 for in-district calls. Members received a copy of the 2018 Fitchrona EMS Annual Report in their digital packet that was not printed for this evening's discussion.
- Town Chair: no updates.
- Supervisors: Duerst anticipates ditch flooding and topped roads when the spring thaw arrives due to the amount of water locked in snow storage, particularly if we receive rain simultaneously. Duerst publicly thanked Mark Judd and the Public Works workers for doing such a good job of clearing snow and ice this winter. He briefly discussed the extrication training that will occur soon.
- Clerk/Treasurer: Preparations for the 2019 Spring Election are going smoothly. Wright has received seven Special Assessment Certification Requests from title companies in the past week; these precede the sale of property to ensure the Town has no liens or planned future special charges that would impact the new owner. Included in the properties are multiple mixed farm/ag/residential parcels along the north end of Range Trail that may indicate an eminent annexation into the City of Verona.
- Public Works Project Manager: Project Manager Barnes reported that since he began on February 4, 2019, he has reviewed three requests from utilities for permitting road openings/work in Town road rights-of-way. It was noted that the adoption of the County fees and adaptation of their application has gone smoothly; the additional income allows for a thorough review by Barnes. It was noted that the Town currently has 100 tons of salt on hand and the remainder of the annual contract is another 120 tons. Barnes reported that the continual freeze/thaw cycle this season has precipitated the appearance of potholes, particularly the Town section of Woods Road. There were repairs made on the 2014 Peterbilt; the swing arm ram had to be replaced.

- Planner/Administrator:
 - i. Update on Revised Municipal Court Contract – Administrator Planner reported that Section 8 of the revised Municipal Court Agreement outlines the proposed changes to the Town portion of court costs; these increases would be phased in over time. Arnold noted that the Town has an option to opt out of the joint Municipal Court each year towards the fall. Supervisor Dreger asked about the future of the court when the Town of Madison is dissolved. Arnold attempted to work with the Town of Middleton Administrator to discuss the future after this event, but that person left the employ of Middleton. She is awaiting a response from their new administrator. Arnold reported that the Human Resources manual is being revised and a draft should be available for review by the end of this month. There was a brief discussion regarding parking problems reported in the Hillside Heights neighborhood.
6. **Approval of Payment of Bills** – Motion to approve by Duerst to approve payment of the bills as presented by Clerk/Treasurer Wright; 2nd by Maxwell. Motion carried by voice vote.
7. **Adjourn** – the meeting was adjourned at 8:07 PM.

Approved: 4/9/2019

Submitted by: John Wright, Clerk/Treasurer