

REGULAR MONTHLY BOARD MEETING MINUTES

TOWN OF VERONA

Tuesday, May 6, 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, Lease, Judd

Also Present: see sign in sheet

1. Call To Order – Dave Combs called the meeting to order at 6:34 p.m.
2. Pledge of Allegiance
3. Approval of Agenda – Motion by Rego. Second by Enburg. Motion carried.
4. Announcements – None
5. Public Comment – Steve Sheets addressed the Board. He thanked the Board for their efforts in working with Fitchburg. He was disappointed to hear that the right-of-way permit needed to be revisited. He continued to encourage the Board to install stop signs at Lacy and Fitchrona and Grandview and Fitchrona. He also stressed the need to work on stormwater issues. He would also like to see bike lanes. Ellen Mauer also expressed concern about not wanting to give up the town's right-of-way. Ellen pointed out that the Town also has a stake in the park that will potentially suffer stormwater run-off impacts.
6. Unfinished business
 - a. Further discussion and action re: Right-of-way permit for the City of Fitchburg to work in Fitchrona Rd. – Tracy Foss from the City of Fitchburg presented the reasons that the City is asking to use the Town's portion of the Fitchrona Road right-of-way. She explained that there is a choke point and she needs to have 10' of distance between the water and sewer lines. Manfred Enburg asked several questions about the long range plans for utility placement. He explained that he'd like to see a coordinated utility plan that includes the Town's future use of its portion of the right-of-way. He also expressed concern about the capacity of the sewer line. Tracy responded the City feels the sewer line is in good shape and has no plans to replace that line. There was also a discussion about stormwater. James from MSA explained that MSA staff is working with the Fitchburg staff in reviewing the stormwater management report for the Lacy Rd. development. The Board deferred action on the right-of-way permit until further conversations with Fitchburg are held.
 - b. Confirmation of conditions for field access at 2157 Sugar River/Approval of minutes of special meeting held April 23 – Motion by Geller approve the field determination report #2 and the minutes from the April 23rd meeting. Second by Rego. There was a clarification from Manfred Enburg to say that the center line of the access point will be 66' from and parallel to the south property line and consist of a roadway (drive space) approximately 16' wide. Mark rescinded his motion in favor of a new one. Rego concurred since he had seconded it. Motion by Rego to approve the minutes from April 23rd. Second by Geller. Ayes: Geller, Enburg, Rego, Combs. Abstained: Miller. Motion carried. Motion by Geller to approve the Field Road Determination with the clarifications provided by Manfred Enburg. Second by Rego. Motion carried unanimously.
7. New business
 - a. Driveway permit for improvements to an existing drive at East Verona Area (at drive in the Town accessing a City property). – Motion to approve the driveway improvement to access property owned by Dane County off Verona Road (1100 E. Verona Way). Second by Rego. Motion carried unanimously.
 - b. Discussion and action re: ordinance establishing a municipal court, contract with Dane County Sherriff's Office for patrol services, and an agreement with the Town of Madison for the operation of a municipal court. – Motion to authorize the Chair to sign the agreement with the Town of Madison pending final review from the Town of Middleton. Second by Geller. Motion carried unanimously. Motin by Miller to approve the agreement with the Sherriff's Office with the understanding that a budget amendment would follow. Second by Rego. Motion carried unanimously. Amanda explained that the ordinance is still being edited by the Towns' attorneys and should be ready for next month's meeting.
8. Reports
 - a. Plan Commission:
 - i. Discussion and action re: Land Use Change Application #2014-3 – dated March 19, 2014 for property located at 3128 Hickory Ridge Rd. submitted by Wayne Crokus. The purpose of the application is the rezoning of 3.22 acres from R1 to RH1 to allow for agricultural uses (the growing of hopps). – Motion by Enburg to approve the rezoning. Second by Geller. Motion carried unanimously.

- ii. Discussion and action re: Land Use Change Application #2014-4 – dated March 20, 2014 for property located at 6735 Sunset Dr. submitted by Robert Rego for Ken Katzenmeyer. The purpose of the application is the rezoning of .04 acres from RH-1 to A1ex, .04 acres from A1ex to RH-1, and .5 acres from A1ex to B1 to allow for lot line adjustment to correct drainage issues. – Motion to approve the rezoning as presented (with slightly different acreages than reviewed at the Plan Commission). Second by Miller. Ayes: Geller, Enburg, Miller, Combs. Abstained: Rego. Motion carried. Motion by Enburg to approve the updated preliminary CSM. Second by Geller. Second by Miller. Ayes: Geller, Enburg, Miller, Combs. Abstained: Rego. Motion carried.
- b. Public Works:
- i. Discussion and action re: award of bids for Sunset Dr. and Davis Hills – Amanda explained that Wolf paving is the lowest bidder for Davis Hills. Staff has concerns about Wolf’s past work and has expressed that concern to Wolf in the past. In response Wolf did some crack sealing on Stoney Ridge Circle. Amanda asked the County if the lowest bidder had to be accepted when LRIP funds are being used, and the County responded that if the lowest bidder is not chosen, a history has to be provide to the DOT for their review. This history has to have been fully established before the bid opening. The Board asked MSA to provide Wolf with written warning if they are indeed awarded the contract for Davis Hills Dr. Motion by Miller to accept the lowest bid, which was from Wolf Paving in the amount of \$69,777. Second by Rego. Motion carried unanimously. There was a brief discussion about the bidding process for Sunset Dr. Motion by Enburg to accept the low bid of \$40,217 from Fahrner Asphalt. Second by Rego. Motion carried unanimously.
 - ii. Discussion and action re: participation with the Town of Montrose on the paving Purcell Rd – Amanda explained that the Town of Montrose has gotten quotes for several projects from Scott construction. They’d like to pave Purcell Rd and have the Town of Verona pave our half at the same time. Two separate contracts would be set up with Scott, but the Town of Montrose would coordinate the project. The cost estimate for half of the project is \$51,500 for 1 ¼ overlay with paver laid cold mix and single chip seal. Motion by Enburg to approve working with Town of Montrose on the paving of Purcell Rd. form CTH PB to the Fitchburg city limits for the amount of \$51,500. Second by Rego. Motion carried unanimously.
 - iii. Discussion and possible action re: Range Trail design options – Amanda handed out an overall road budget with the costs for the projects listed above. She pointed out that the Town may have a shortage of approximately \$10,000, but there may be opportunities to transfer funds from other line items in the budget. She also handed out costs estimates for pulverizing and chip sealing vs. asphaltting the road. There was some discussion about the two options. The Board has been pleased with the treatment on Sunset and expressed concern about speed if the Range Trail is asphalted. James from MSA suggested bidding the intersection as alternate. The intersection would have curb and gutter. John asked explained that a resident had inquired if special assessments for the road construction would be charged. Dave responded that that traditionally has only been done when curb and gutter where installed in front of a home. Motion by Rego to authorize MSA to seek bids for adding millings, pulverizing and double seal coating Range Trail from Sunset to the Verona city limits. Second by Enburg. Motion carried unanimously.
 - iv. Discussion and action re: payment of retainage for 2013 road projects. – Amanda reiterated her earlier comment that staff doesn’t have concerns about the paving done last year, so she asked for approval to return the retainage. The Board agreed.
- c. EMS: Bob Rego reported that there will be a meeting on May 22nd to discuss budget impacts and timing of the addition of a new ambulance.
- d. Open Space and Parks: Gregg Miller reported that Bill Keen, the OSPC chair, is seeking advice on how to best approach people about potentially granting easements. John Wright added that he has done some research on existing conservation easements in the town. The OSCP is continuing to track Dane County’s resource corridor expansion planning.
- e. Town Chair:
- i. Discussion and action re: Appointments to commissions – Dave initiated the following motions:
 - Motion to reappoint Mark Geller and Manfred Enburg to Plan Commision. Second by Rego. Motion carried unanimously.
 - Motion to appoint Laura Dreger to Plan Commission. Second by Enburg. Motion carried unanimously. Dave would also like to reappoint Ron Melitsoff. He will check with Ron about his interest before the next meeting.

- Motion to reappoint Gregg Miller to the OSPC. Second by Enburg. Motion carried unanimously.
 - John and Amanda mentioned that Karen Godshall may be interested in formally joining the OSPC. Dave said he'd follow up with her.
 - Motion to reappoint Bob Rego to the EMS Commission. Second by Geller. Motion carried unanimously.
 - Dave said he'd follow up with Craig Schneider and Paul Jacobson about their appointments to the EMS commission.
- f. Supervisors: Gregg asked about electronic recycling and the potential for the Town to assist with that. Manfred expressed concerns/follow up questions he had after a recent meeting with the City about N. Nine Mound Rd. Amanda offered to set up another meeting with the City. Manfred also mentioned at failing culvert/portion of the road on Riverside Dr.
- g. Clerk/Treasurer:
- i. Update on open book/board of review – John explained that one of the Board members should ideally serve as an alternate at the Board of Review and that the Chair will have to appointed the night of the Board of Review.
 - ii. Discussion and possible action re: driveway ordinance – The group discussed driveway ordinance updates. There was some debate about having a 300' distance standard. John suggested a variance standard. The Board suggested adding sketches where the wording was difficult to craft.
- h. Planner/Administrator:
- i. Amanda presented a request to return the \$300 escrow for a culvert/drive apron installed at 2645 Country View Rd by D'Onofrio, Kottke and Associated for Epic Systems. Amanda asked if the Board typically takes formal action on drive escrows. Dave responded that he thinks the policy has been to notify them, but that the approval comes through the approval of bills. The Board agreed with this return of escrow.
9. Approval of payment of bills for April – Motion by Enburg. Second by Miller. Motion carried.
10. Review of Building Permits, Inspection Reports, Road Haul Permits, and Right-of-Way Permits – Amanda pointed out a permit to allow Alliant Energy to do some boring in the Shady Oak Lane area.
11. Discussion and approval of minutes of the April 2nd, April 19th, April 23rd, and April 29th meetings – Motion by Miller to approve the minutes from April 2nd. Second by Geller. Motion carried. Motion by Enburg to approve the minutes from April 19th. Second by Rego. Motion carried. Motion by Rego to approve the minutes from April 29th. Second by Miller. Motion carried. Minutes from April 23rd were approved earlier in the meeting.
12. Adjourn – Motion to adjourn was made at 9:30pm by Enburg. Second by Miller. Motion carried.

Approved: 6/3/2014

Amanda Arnold
Planner/Administrator, Town of Verona