

**REGULAR MONTHLY BOARD MEETING MINUTES**  
**TOWN OF VERONA**  
**Sept 5, 2017 6:30 PM**  
Town Hall, 7669 County Highway PD, WI 53593-1035

Present: Geller, Maxwell, Enburg, Dreger and Duerst

Absent: none

Staff Present: Arnold, Wright, Dresser, and Judd

Also Present: see sign in sheet

1. Call to Order/Approval of the agenda – Mark Geller called the meeting to order at 6:30 p.m. Motion by Maxwell to approve the agenda. Second by Enburg. Motion carried.
2. Pledge of Allegiance
3. Public Comment – Chris Thomas and Chari Farin both of Jeffy Trail expressed concern about the safety of the road due to slope and requested a bike path or sidewalk. The added that parking is a problem because residents of an apartment building in the City of Madison park along the road and block views. Mark Geller explained that the Town does have any of its own bike lanes or sidewalks, but staff would look into the issue and the Board would discuss it at the next meeting.
4. Announcements – Plans for a strategic planning retreat – Mark Geller explained that he would like to have a professionally facilitated retreat to set goals for the coming years. The Board was supportive of the idea.
5. Discussion and Approval of Minutes from August 1, 2017 – Motion by Dreger. Second by Maxwell. Motion carried.
6. Discussion and Action re: liquor licenses – Amanda pointed out the difference between a temporary and a regular operator’s licenses. Even though a background check is not completed for the temporary operator’s licenses, Amanda felt the staff effort necessitated the same \$25 fee. The board concurred. Tammy Dresser then explained the difference between a Class “B” and a “Class B” license and Tammy and John Wright each described the events since they had worked separately with the applicants.
  - a. A Temporary Class “B” license (a picnic license) to sell fermented malt beverages and a Temporary “Class B” license to sell wine at an Equitarian Initiative fundraiser to be held on September 30<sup>th</sup> from 5 to 9 p.m. at 7669 County Highway PD. – There was a discussion of liability and the relationship between the liability associated with the liquor license and that associated with renting the town hall community space. Motion by Maxwell to approve. Second by Duerst. A friendly amendment to add that it be contingent on getting special event insurance suggested by Enburg. Amendment was accepted and the motion passed unanimously.
    - i. A Temporary Operator License for Ann Henderson Selle who will serve at the event – Motion to approve by Duerst. Second by Maxwell. Motion carried unanimously.
  - b. A Temporary Class “B” license (a picnic license) to sell fermented malt beverages at Heartland Farm Sanctuary barn dance fundraiser to be held on September 23rd from 2 to 5 p.m. at 11713 Mid Town Road. – Motion to approve by Dreger. Second by Duerst. Enburg inquired about indemnification. Amanda pointed out that the event was not on Town property and John and Tammy added that the Town is not liable for granting the licenses. Motion carried. Doug Maxwell abstained.
    - i. An Operator License for the year ending 6/30/2018 for Jamie Monroe who will serve at the event. – Motion to approve by Dreger. Second by Duerst. Motion carried. Doug Maxwell abstained.
  - c. A Temporary Class “B” license (a picnic license) to sell fermented malt beverages at the Fitchrona Cross Ominium Race to be held on October 14th from 10 a.m. to 6 p.m. in Badger Prairie Park – John Wright provided a description of the event. He raised a concern about people being able to buy drinks and that walk throughout the park. Tammy added that the event start time had been changed to 9 a.m. Motion by Duerst to approve the permit with the condition that people drinking remain within 300’ of the serving area and that all required insurance certificates are received. Second by Enburg with a friendly amendment that the distance be lowered to 150’. Motion carried unanimously.
    - i. Two Temporary Operator’s Licenses for two volunteers from Hop Haus Brewery – John Wright reported that he had only received an application for Russ Goessl, but he expected one for his daughter as well. Motion by Duerst to approve two temporary operator’s license for the event. Second by Maxwell. Motion carried unanimously.
7. Discussion and action re: Potential Updates for Town Hall Rental Policies – Tammy Dresser presented suggested updates to the rental policies. First she discussed opening up rental opportunities to people other than town residents. Later, she discussed a separate fee structure for non-residents. Manfred Enburg raised concerns about how big of a priority renting the space should be. He was concerned about potential damage and wondered about the amount of staff time spent on functions. Staff agreed to report back to the board with more information insurance issues, criteria for decision making, and how to secure features in the room (like the screen). Motion by Duerst to allow for rental to

non-town residents with the understanding that staff would bring any concerns to the Town Board. Duerst also included that non-town residents should pay \$100 more per rental than Town residents. Second by Maxwell. Motion carried unanimously.

8. Reports and Recommendations – The order of the agenda as switched so Mark Judd to could be present for the public works discussion.
  - a. Public Works:
    - i. Update on road projects – Work is underway in Hillside Heights. Project costs are likely to go up because of undercutting that is needed. Manfred suggested that staff get a quote for Whalen Road spot repairs.
    - ii. Update on equipment – The new mower has been repaired.
    - iii. Discussion and action re: driveway access for Lot 2 of Certified Survey Map 12366 – Motion to approve by Duerst. Second by Enburg. Motion carried unanimously.
    - iv. Discussion and action re: amendments to the Old PB bridge contract – Amanda presented a memo detailing the need for engineering fee increases. Motion by Enburg to approve. Second by Duerst. Motion carried unanimously.
    - v. Manfred mentioned a concern from a citizen about the intersection of PB and Sunset. The County has been notified.
  - b. Plan Commission:
    - i. Report on review of the Dane County Zoning Ordinance – Doug reported that he had read the new draft code and was impressed with it. It was suggested that Dane County zoning come to the Town and explain the code before it goes into effect.
    - ii. Update on development proposals – Doug Maxwell showed images of the three proposed condominium developments. There was a lengthy discussion about road requirements, lot (area) size, and developers’ agreements. It was decided that a special meeting should be held to get consensus on these issues.
    - iii. Update on the comprehensive plan – Doug presented the draft future land use map and a schedule for completing chapters of the plan, but no decisions were made.
  - c. Natural and Recreational Areas Committee:
    - i. Update on prairie planning – Doug reported herbicide had been put on the grass to make way for the prairie. A community prairie planting event is scheduled for Nov. 4<sup>th</sup>.
  - d. Financial Sustainability:
    - i. Discussion and action re: building sale and budget amendment – Mark Geller announced that the closing on the old town hall had taken place. The original offer was for \$350,000. After closing costs and a contribution to a new roof for the old building the net proceeds were \$315,000. Amanda explained that she had put the funds in a town savings account and suggested the Board decide on when to pay off the \$350,000 bridge loan closer to the end of the year when all of the year to date budget figures are more final. Amanda then briefly reviewed a year to date summary by account and calculations of funds needed to complete the fiscal year. She added that she had worked with the Town’s auditor who explained that she had booked some bills paid in 2017 to 2016. This helped explain why there are more funds on hand than detailed in the audit. Amanda then presented a budget amendment that better reflected year to date revenues, and added funds for various operational expenditures. Manfred Enburg wondered if the road capital budget should be increased. Amanda suggested revisiting that on a month to month basis. Motion by Duerst to approve the budget as presented with the understanding that further changes are possible. Second by Enburg. Motion carried unanimously.
  - e. Ordinance Committee:
    - i. Discussion and action re: Dark Sky Ordinance – Mike Duerst raised concerns about the impact on agricultural uses. Amanda mentioned that “section 2” in reference to the comprehensive plan should be deleted because the sections of the plan are not finalized. Motion by Duerst to approve with the understanding the definition of agriculture found in state statute 91.01 would apply. Second by Enburg. Motion carried unanimously.
    - ii. Discussion and action re: Deposit Schedule changes – Motion to approve by Duerst. Second by Dreger. Motion carried unanimously.
  - f. EMS Commission – No report
  - g. Town Chair – Mark reminded the group that it’s a good practice to use their town issued emails and to remember that all emails are subject to public records requests.
  - h. Supervisors – Mike Duerst mentioned that he’s pricing generators.
  - i. Clerk/Treasurer:

- i. Report on sewer back up at 6354 Nesbitt Road – John Wright reported that there had been an incident, and he worked closely with the property owner and the City of Fitchburg, but no apparent cause could be found.
  - j. Planner/Administrator:
    - i. Update on insurance claim – Amanda reported that she had met with the assigned attorney who subsequently responded to the claim in writing. There is no need for action on a disallowance of the claim because of the amount of time since the incident.
9. Approval of Payment of Bills – Motion by Duerst. Second by Enburg. Motion carried.
10. Adjourn – Motion by Dreger. Second by Duerst. Motion carried at 10:14 p.m.

Approved: 10/3/2017

Submitted by: Amanda Arnold, Planner/Administrator