

## REGULAR MONTHLY BOARD MEETING MINUTES

### TOWN OF VERONA

August 2, 2016 6:30 PM

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

Present: Geller, Maxwell, Enburg, Dreger and Duerst

Absent:

Staff Present: Administrator/Planner Arnold and Clerk/Treasurer Wright

Also Present: see sign in sheet

1. Call To Order/Approval of the agenda – Mark Geller called the meeting to order at 6:33 p.m. Motion to approve the agenda by Mike Duerst. Second by Manfred Enburg. Motion carried.
2. Pledge of Allegiance
3. Announcements – Amanda Arnold announced that there will be an election held at Town Hall on August 9<sup>th</sup>. John Wright provided details about the ballot.
4. Public Comment – Bill Keen of Manhattan Drive explained that he thought the Board might take action on the proposed firearms ordinance tonight so he and his neighbors had drafted a letter to submit for public comment. Mark Nyhus also of Manhattan Drive also spoke briefly about concerns about limiting the timeframe for shooting. John Wright explained that only a framework of the new firearms ordinance had been drafted and all timeframes were up for debate when the Board would consider the full draft ordinance.
5. Old business
  - a. Discussion and possible action re: appointments to a joint planning committee with the City of Verona – Mark Geller explained that Bob Rego was willing to serve on the joint planning committee, but he only wants to serve on one committee so he would leave the Financial Sustainability Committee. He asked for suggestions for other people to serve on the finance committee and Doug Maxwell suggested sending out an email to the Town list asking for volunteers. Motion by Enburg to approve the appointment of Bob Rego. Second by Duerst. Motion carried unanimously.
  - b. Discussion and possible action re: letter of intent to opt out of Dane County zoning and approval of Resolution 2016-6 – Mark opened the conversation by explained that Dane County representative would be presenting their case for staying in Dane County zoning the next night at the Town of Middleton. Mark advised that it would be good to hear such a presentation before deciding to opt out. He also suggested that the Town of Verona Plan Commission weigh in opting out. Doug responded that it would be very difficult for the Plan Commission to take on an additional task at this time. Manfred Enburg explained that he's impressed with the draft zoning code that the Towns' Association is drafting and that Dane County's zoning code update process is going to take too long. He suggested that all of the Board Members and the Plan Commission read the Dane County Towns' Association draft code. A lengthy conversation followed with some board members expressing an interest in sending the letter of intent to opt out now and others wanting to wait and gather more information. Motion by Doug Maxwell to table the conversation. Second by Dreger. Motion by Enburg to table the discussion with the understanding that it would be opened up for action at the next month's meeting. Second by Duerst. Doug Maxwell added that he won't be present next month. A vote on Enburg's motion followed. Enburg: aye; Duerst: aye; Maxwell: no; Dreger: no; Geller: no. Motion failed. Then a vote on the original motion to table followed. Enburg: no; Duerst: no; Maxwell: aye; Dreger: aye; Geller: aye. Motion carried.
6. New business
  - a. Discussion and possible action re: amendment to Resolution 2015-19B establishing the 2016-2017 TOV Elections Board – Amanda explained that in addition to Becky Stillwell and Jay Huemmer, one more person, Carol McKinley, had been added to the list. Motion by Duerst to approve Resolution 2015-19B with that addition. Second by Maxwell. Motion carried unanimously.
  - b. Review Ordinance 2016-3 with possible action to amend adopted Chapter 1 of the partial Code of Ordinances for the Town of Verona – John Wright explained that Chapter 1 was adopted by Ordinance 2014-3. Chapter 1 defines the membership of the Administrative Review Appeals Board, but does not have a contingency for a conflict of interest if a member or member served on the body that made the original decision. Motion by Doug Maxwell to approve Ordinance 2016-3. Second by Manfred Enburg. Motion carried unanimously.
  - c. Review Ordinance 2016-4 with possible action to adopt Chapter 17 Administrative Review Procedure to the partial Code of Ordinances for the Town of Verona – Motion by Manfred Enburg to approve Ordinance 2016-4. Second by Mike Duerst. Motion carried unanimously.
7. Reports and Recommendations
  - a. Plan Commission: Doug Maxwell reported on the Area 2 property owner meeting that was held. A conversation followed about the farmland preservation designation and the tax credits that area available.

- b. Public Works:
  - i. Discussion and possible action re: driveway permit for Sunset Drive 0608-362-9800-0 – Lot 2 CSM 12066. Applicant: Thompson Custom Builders, LLC. Property Owner: Patrick & Amy Broadbridge – Manfred Enburg explained that the Public Works had reviewed this application and that an access point had been previously approved by the Town Board. Motion to approve the permit by Enburg. Second by Duerst. Motion carried unanimously.
  - ii. Discussion and possible action re: changes to aesthetics, cost and timeline for the Old PB bridge – Amanda reported that the Town had been asked by the DOT to renew our contract for the bridge before changes are made to the policies related to community sensitive design elements or aesthetics for local bridges. She went on to explain that cost and schedule changes would be presented at the next Board meeting because they are still being negotiated between DOT and the consultant. Motion by Enburg to authorize the Chair to sign the agreement. Second by Duerst. Motion carried unanimously.
  - iii. Update on Town road projects and billing – Amanda explained that the road projects had come in \$7,125.83 under the bid amount, and that a check was included with the bills for approval.
  - iv. Mark Geller asked if the committee had considered Marge Jacob's comments from the last Board meeting. Manfred replied that he had talked with staff and felt that additional pavement should not be added. In addition, John Wright reminded the group that the Board had taken a similar position in the past. Mark also asked the committee look into Bob Bovy's concerns about the culvert on Country View Rd. Manfred replied that the committee had not, but that a road tour was planned and it would be looked at that time. Doug Maxwell added that Woods Road is in bad condition, and there was a discussion about which portions are in the City of Madison and which are in the Town. Mike Duerst added that he feels the following roads are in need of wedging: Fritz (top priority), Country View, Fitchrona, and Sugar River south of Valley. Amanda said she would produce a report about the remaining road improvement funds so that decisions could be made about which roads to address in the remainder of the construction season.
  - v. Mike Duerst added that both mowers are in poor shape and he estimates a replacement for the two piece ditch mower to be approximately \$19,000. He also mentioned his interest in hiring a second road patrolman and there was a conversation about better outlining expectations/duties to see how many man hours are needed.
  - vi. Amanda added that she plans to set up a special meeting for the board to be briefed on the M and PD intersection project.
- c. Natural and Recreational Areas Committee: Bill Keen explained that the committee had weighed in on what portions of the new Town Hall site should be landscaped and seeded with lawn versus which areas should be prairie.
- d. Ordinance Committee:
  - i. Update on replacement of Ordinance 69-3 Discharge of Rifles with a proposed Discharge of Firearms Ordinance – Some discussion on this item had taken place during public comment. Tom Mathies followed up by asking if the Board would be interested in setting up a special exception clause or variance process for some things in the ordinance. Doug Maxwell expressed support for that idea. Mike Duerst wondered if lot size could be a determining factor for what might be allowed and what might not.
- e. EMS Commission: Mike Duerst reported that calls are up by 50 over last year's total at this time. EMS operational funds are down by \$30,000 because of the impact of the new contract with the employees. The new draft budget for EMS has items being shifted from capital to operational expenses. Mike advocates for bringing down the EMS slush fund somewhat to offset the upcoming addition of seven new paramedics by January 2018.
- f. Town Chair:
  - i. Update on construction of the new town hall and maintenance facility – Mark Geller reported that the maintenance building floor will be poured in the coming week and walls will be going up soon. The pre-engineered building will arrive later this month.
  - ii. Update on land sale and financing – Mark reported that the closing on the excess land would be on Thursday. Amanda reported that she would bring another budget amend forward before the next payment is due.
  - iii. Discussion and possible action re: Resolution 2016-7 Assignment of Forage Purchase Agreement. Amanda explained that the Town attorney had suggested this resolution to be clear that the rights to hay 7669 CTH PB would be transferred to Epic Systems. Motion by Duerst to approve resolution 2016-7. Second by Maxwell. Motion carried unanimously.
  - iv. Discussion and possible action re: marketing of the existing town hall – Amanda explained that the appraisal had been completed and the appraiser suggested that the best use of the site was with the

existing buildings in a new use (he did not recommend clearing the site for redevelopment). Amanda was seeking input on how and when to market the building. It was determined that it may make sense to move before much effort is put into the sale. It was also suggested that staff reach out to a broker to get advice on an asking price rather than just going with the appraised value.

- g. Supervisors: Laura Dreger pointed out that a report from the Financial Sustainability Committee was missing from the agenda and suggested that approval of the minutes be moved up on the agenda. Laura also asked if an Ironman permit would be coming before the Board. Tom Mathies reminded the group that the new bicycle ordinance allows for staff approval. John Wright volunteered to follow up with Dane County, which usually passes on biking event information to the Town. There was a discussion about the plans for the intersection of Highway PD and Northern Lights (formally N. Nine Mound Road). Amanda volunteered to get the latest plans from the City. Mike Duerst suggested removing the “no guns allowed” sign on the front door of Town Hall.
  - h. Clerk/Treasurer: John Wright reported on the public test of the voting equipment.
  - i. Planner/Administrator: No additional items.
8. Discussion and approval of minutes of the July 12th meeting – Motion by Duerst. Second by Enburg. Dreger abstained. All others voted aye. Motion carried.
9. Approval of payment of bills – Motion by Duerst. Second by Maxwell. Motion carried.
10. Adjourn – Motion by Duerst. Second by Dreger. Motion carried at 9:37 p.m.

Approved: 9/6/2016

Submitted by: Amanda Arnold, Planner/Administrator