

**Present:** Manfred Enburg, John Senseman, Russ Swiggum, Mike Duerst, and Phil Meinel (arrived at 7:05 AM)

**Absent:** Kirk Trainor

**Also Present:** John Wright: Clerk-Treasurer, Amanda Arnold: Planner-Administrator, Tammy Dresser: Deputy Clerk-Treasurer (arrived at 7:15 AM, departed at 7:36 AM), and Mark Judd: Road Patrolman

**Public Present:** Tim Sweeney, Dave DiMaggio and Chris Barnes

1. **Call to Order/Approve Agenda** – Chair Enburg called the meeting to order at 7:01 AM. Duerst moved to approve the agenda; 2<sup>nd</sup> by Swiggum. Motion carried.
2. **Approval of December Minutes** – Senseman moved to approve the minutes from December 20, 2018; 2nd Duerst. Motion carried.
3. **Prairie Circle:**
  - a. Update on shared access for 2783 Prairie Circle – there was no update at this time. The owners of both Lots had agreed at the December meeting to determine the location of a shared access and present it to the Committee for their approval.
  - b. Review development concept for lots at the end of the cul-de-sac with a recommendation to the Town Plan Commission – Chair Enburg noted that the documents being reviewed this morning are part of a concept plan. Planner-Administrator Arnold further noted that the platting process will be done in greater detail than this initial concept. Chair Enburg questioned whether the proposed extension of Prairie Circle and relocation of the replacement cul-de-sac would have a diameter adequate for fire apparatus and access to future homes. It was noted that the current proposal by the Town of Verona Plan Commission is to rescind the existing Land Subdivision Ordinance and eventually replace it; in the meantime, the Town will operate under the rules established by Dane County Zoning.

Member Duerst asked Mr. Sweeney whether the horses located at their current residence would be relocated to the planned new residence; if so, would the proposed zoning allow for the number of horses they own for the proposed number of acres contained on the concept Plan. Mr. Sweeney stated that the zoning should support their current number of animal units. According to Mr. Sweeney, if the plan is approved, he will move from proposed Lots 7 and 8. He does not plan to further subdivide Lots 7 and 8. There followed a brief discussion regarding whether a deed restriction would be appropriate to prevent the further subdivision of these two proposed Lots. According to Sweeney, he had previously entered into an agreement with Dane County Zoning in 2008 and is not eager to enter into another. There followed a brief discussion regarding the maintenance of proposed detention basins on Outlot 1.

Those in attendance reviewed a projected map of the area and adjacent landowners. It was noted that since this proposal would lead to a standard subdivision, the roads would be public. The developer would construct the roads to Town standards with the understanding that the Town would eventually accept them for the purposes of maintenance and plowing. The approximate timeline is to seek approvals from the Town of Verona by July of this year and to seek approval from Dane County in October 2019. The turn and widened traffic lane required by Dane County Highway would be assured through a Letter of Credit according to Mr. DiMaggio. It was further noted that an easement for the widened traffic lane is being south from the Jewish Federation of Madison who owns the land to the north of Prairie Circle.

Planner-Administrator Arnold wanted thoughts from the members about shared access requirements for the proposed plat. There was brief discussion regarding an update to the existing Driveway Ordinance that would have a standard that determines minimum distances between individual accesses that is determined in large part by the posted speed limit. Mr. Sweeney wanted a variable based upon the average traffic count to determine single/shared

access to be considered as well. There was brief discussion regarding a cul-de-sac bulb nearest to proposed Lots 3 and 4; if the road is to eventually be a through one, Dane County Zoning Administrator Roger Lane is opposed to constructing a bulb. It was agreed, that the Developer's Agreement would call for a bulb to be constructed if it was decided at a future date that the proposed New Circle road was to remain a cul-de-sac.

Without objection, the developers agreed to define building envelopes for each proposed Lot so that distances between driveways could be calculated more easily. There was further discussion about shared versus individual access without a clear consensus being reached. It was noted that USPS is now requiring cluster mail boxes; consequently, another Outlot and/or widening of the road extension as a pull-off may need to be figured on the plat as well as included in the Developer's Agreement.

#### 4. Updates

- a. De Marco Trail pavement breakage – P-A Arnold reported that Engineer Kevin Lord from MSA Professional Services reviewed the cracking. It was noted that Wolf Paving was purchased by Rock Road; Rock Road will honor the warranty made by Wolf. The work will be performed this coming Spring. Patrolman Judd documented the paving defects with digital photos.
- b. Discussions with Scott's Asphalt Seal Coating and Fahrner Asphalt – There were no discussions to report regarding talks with contractors. However, Chair Enburg reported that he met with Kevin Lord, Amanda Arnold, and Mark Judd to review possible chip sealing and wedging projects (see below) within the combined budgets of \$280,000 for 2019. Enburg proposed concentrating efforts on the southwest quadrant of the Town. Clerk/Treasurer Wright recalled that during the 2017 road tour with Chair Enburg, that Paulson Road had some rutting in the wheel paths that could best be addressed with mill and overlay or wedging before chip sealing. Wright further noted that Kevin Lord had originally recommended seal coating Hula Drive, Range Trail north of Sunset (followed by striping), etc. It was noted that the White Crossing Road trail crossing will require striping after seal coating and should be included in the RFP.

5. **Area Paving Recommendations from Patrolman Judd** – Member Duerst reported that during his independent review of Town roads, that Manhattan Drive, Cross Country Circle, and Rolling Meadow Drive were in need of attention. Member Meinel agreed to review whether a surface treatment on the deck of the Valley Road Bridge is appropriate per Wisconsin DOT standards; without objection. Member Duerst recommended that the Town of Verona coordinate with the Town of Springdale about the sections of Spring Rose Road that are their responsibility to maintain; without objection. Patrolman Judd recommended that the short section of Woods Road that the Town of Verona maintains should be milled and overlaid with the discretionary funds under his advisement to the Board; without objection.

6. **Presentation about Wisconsin Asphalt Paver's Association Data** – Chair Enburg will email the members a new manual for design produced by the WAPA.

7. **Schedule February 2019 Meeting** –The next meeting was scheduled for Tuesday, February 26, 2019 at 7:00 AM. The following agenda items should be included:

Call to Order/Approve Agenda

Approve Minutes from 1/29/2019

Zurbuchen Property Development Discussion Off of Spring Rose Road

Update for Road Maintenance/Patrolman Projects

Discussion Regarding Report Gain of Tax Revenue and Associated Costs

Review Contours for Prairie Circle

Schedule March 2019 Meeting and Set Agenda

Adjourn

8. **Adjourn** – Meinel moved to adjourn; 2nd Senseman. Motion carried at 8:41 AM.

Approved: February 26, 2019

Prepared by: John Wright with Amanda Arnold Review