

Present: Manfred Enburg, Mike Duerst, and Philip Meinel

Absent: Russ Swiggum, Kirk Trainor, and John Senseman

Also Present: John Wright, Clerk/Treasurer, Amanda Arnold, Planner/Administrator, and Tammy Dresser, Deputy Clerk/Treasurer

1. **Call to Order/Approve Agenda** – Manfred Enburg called the meeting to order at 7:05 AM. Duerst moved to approve the agenda; 2nd by Meinel. Motion carried.
2. **Approval of June Minutes** – Duerst moved to approve minutes from 6/28/2016: 2nd Meinel. Motion carried.
3. **Possible Action Items**–
 - a. Discuss Woods at Watch Hill Intersection – Planner/Administrator Arnold noted that intersection designs have not been submitted by the developer’s engineering firm D’Onofrio, Kottke, and Associates. Arnold reported that the Condominium Plat has been recorded with the Dane County Register of Deeds as has the Declaration of Condominium (June 2, 2016). Furthermore, the Deed Restriction that restricts Units 1 through 21 to single-family detached dwellings on 2 acre areas has been recorded with the Dane County Register of Deeds (July 13, 2016). It was noted that there are closings scheduled with Preferred Title on August 15, 2016.
 - b. Driveway permit for Sunset Drive 0608-362-9800-0 – Lot 2 of CSM 12066; applicant: Thompson Custom Builders, LLC, property owners: Patrick and Amy Broadbridge – Deputy Clerk/Treasurer Dresser noted that access to the property had already been granted by the Town of Verona Board. The applicant is now seeking a permit for a driveway that is approximately 486’ in length. Due to existing culverts to the east and west of this access, this culvert will also be 18” in diameter. The applicant has already paid for the permit. Member Duerst noted that the driveway is less than 300’ from the next nearest drive. Duerst moved to approve the driveway permit for Lot 2 of CSM 12066; 2nd Meinel. Motion carried.
4. **In-Process Projects/Task Updates** -
 - a. Road Prioritization – Chair Enburg would like for additional fields to be added to the existing spreadsheet of Town Roads developed to rank those that should have seasonal weight limit signage. Those fields can include, but not be limited to: the number of access points, the number of improved properties it serves, and the category of road. There was a brief discussion regarding paved roads versus gravel roads. Enburg reported that he met earlier this month with Planner/Administrator Arnold and Clerk/Treasurer Wright to determine the focus of future Public Works Committee meetings. There was brief discussion regarding how best to approach speed reductions on certain local roads, particularly those that have been recently improved. Chair Enburg maintained that a speed study (approximate cost of \$7,000/road) might not be required to lower a speed limit if the Town were to provide a rationale to the Wisconsin Department of Transportation.

Clerk/Treasurer Wright explained the potential for the Wisconsin Department of Transportation Pavement Surface Evaluation and Rating (PASER) software to provide a framework for future road maintenance/reconstruction based upon the data entered into the Wisconsin Information System for Local Roads (WISLR) software. It was recommended that single purpose roads and roads reconstructed in the past five years on the ranking spreadsheet should be shaded to eliminate them from discussion (with the exception of Fritz Road). There was brief discussion regarding the use of coring to determine the subroad conditions for higher priority roads prior to deciding on the type of maintenance or reconstruction. This group will work towards determining a future road budget to recommend to the Town Board; this item will be added to the August agenda. Those in attendance would like to know how many tons annually of Quality Pavement Repair (QPR) the Patrolman applies to roads to patch potholes. There was a brief discussion regarding Locust and Shady Bend.

- b. Review Draft Letter Regarding Proposed Changes to County Highway M, Stony Ridge Circle, Raymond Road, and County Highway PD - Planner/Administrator Arnold reviewed the contents of her correspondence with City of Madison Engineer Chris Petykowski. There was brief review of Dane County's plan to close one entrance to Stony Ridge Circle and the creation of a new entrance that may require eminent domain if pursued. There was further discussion of the use of a Town parcel with residential development potential for stormwater management.

5. Information Updates –

- a. Updates on Town road projects - Planner/Administrator Arnold provided updates for Sunset Drive, Horseshoe Bend, and Goose Lake Drive; shouldering was completed on Horseshoe Bend and Goose Lake on July 26, 2016. The slag sealing of Shady Bend Road has yet to be scheduled. There was brief discussion regarding what Town Patrolman Mark Judd and Town Project Manager Ron Lease do while on-site during the paving process. Arnold replied that they observe and audit the construction process to make certain the amount of materials applied is the quantity for which the Town is billed.
- b. Update on cost and timing of Old PB bridge replacement - Planner/Administrator Arnold reported that costs are greater than the estimate. However, the Town is responsible for 20% of the costs and is eligible to be reimbursed 50% of that amount. Currently, the estimate for the design costs is \$67,401, of which the Town will pay 20%. Arnold noted that the WI DOT recently no longer covers the cost of aesthetic treatments.

6. Schedule August 2016 Meeting and Agenda - Tuesday, August 30, 2016 at 7 AM:

Call to Order/Approve Agenda

Approve Minutes from 7/27/2016

Discuss Woods at Watch Hill Intersection Design with Possible Action

Updates for Local Roads

Shady Oak Road

Review Updated Road Data/Ranking Spreadsheet

Discuss 2017 Public Works Budget Including a Review of Possible Capital Equipment Purchases

Review Traffic Counts

Schedule September 2016 Meeting and Set Agenda

Adjourn to Local Road Tour

7. Adjourn - Duerst moved to adjourn; 2nd Meinel. Motion carried at 8:13 AM.

Approved: August 30, 2016

Prepared by: John Wright, revised by Amanda Arnold