

Present: Manfred Enburg, Mike Duerst, John Senseman, Kirk Trainor (departed at 8:42 AM), and Philip Meinel

Absent: Russ Swiggum

Also Present: Amanda Arnold – Administrator-Planner, John Wright, Clerk-Treasurer, Kevin Lord, Engineer from MSA Professional Services, and Mark Judd, Town Road Patrolman

Public Present: Ted Ballweg and Don Marty

1. **Call to Order/Approve Agenda** – Manfred Enburg called the meeting to order at 7:05 AM. Duerst moved to approve the agenda with a note to add approval of the February minutes; 2nd by Senseman. Motion carried.
2. **Approval of February Minutes** - Duerst moved to approve minutes from 2/22/2017: 2nd Meinel. Motion carried.
3. **Equipment and Operations**
 - a. Discussion of 2018 needs – It was noted that Kalscheur Implement delivered both mowers. The 2007 single axle Peterbilt dump body plow truck is due for replacement in 2018. Duerst stated he would contact Ritchie Implement regarding used zero turning radius riding mowers with a 54” swath. There was brief discussion regarding a snow blower, 4-wheeler with a blade, or a blade for a riding ZTR mower for clearing snow on the sidewalks at the new facility.
 - b. 5 year equipment needs -- Duerst advocated for soliciting bids to replace the McCormick Tractor and to find out its trade-in value. Trainor discussed the possibility of purchasing a skid loader with a bucket and sweeper attachment. There was brief review of local implement dealers and their service departments including: Hennessey’s Implement in Dodgeville, Ritchie Implement in Barneveld, Carl F. Statz & Sons Implement in Waunakee, Kalscheur Implement in Cross Plains, and Sloan Implement in Mt. Horeb. C/T Wright noted he has maintained a vehicle log with mileage/hours in the past with the insured value for each. Patrolman Judd noted the Town still owns a V Plow for use in extreme snowfall events.
4. **Roadway Planning** –
 - a. Street maintenance update – Chair Enburg noted that he and Road Patrolman Mark Judd toured some roads yesterday. Judd noted that he will continue to patch potholes and maintain road edges.
 - b. Immediate patching needs – It was noted that Whalen Road is in need of spot patching that exceeds the capabilities of the Road Patrolman. Chair Enburg advocated for a line to the annual Capital Road Improvement budget for “area patching.” The group will review this year’s capital budget to see if there is a project that can be scaled back or eliminated in order to address the area patching of Whalen; without objection.
 - c. First year CIP improvements (bid results) – Kevin Lord reviewed the results from three contractors who bid on the Town capital road projects (see attachment). There was brief review of the bid alternate to present to a resident on Range Trail as a possible special charge levied to the property owner on a tax bill or bills. Lord recommended Wolf Paving for the DeMarco Trail and Hillside Heights projects. It was noted that an owner of a multi-unit apartment on Andes may approach whichever contractor is approved by the Town in order to subcontract privately. Shouldering along sections of Horseshoe Bend previously identified by MSA Professional Services may be able to be handled by the Town Patrolman and Project Manager.

A/P Arnold requested that Town Board approval of any recommendation for contractors be delayed until their May agenda. Chair Enburg suggested putting the Wesner Road hammerhead on hold until Dane County decides when they will pave the portion vacated to them. It was noted that the Town is still under contract with Scott Construction to slag seal Shady Oak Lane. There was brief discussion regarding a change order to move from slag sealing to chip sealing. Kevin Lord noted that some chip sealing may be lost due to construction vehicles turning into the Woods at Watch Hill condo development. Lord will check

on the bid amounts received for Range Trail shouldering to see if both included tree removal to account for the large bid differences. Lord also agreed to contact Scott re: the cost impact to chip seal instead of slag seal. Chair Enburg briefly reviewed the road ranking spreadsheet. He noted that the Town receives approximately \$2,200 per year in Transportation Aid for each mile of road certified by the DOT in the Town. Senseman asked what obligation the Town is under if it elects to vacate more single purpose roads. There was brief discussion of presenting plans to affected property owners to improve their portion prior to vacating with the costs that would be assessed to the property owner.

- d. 5 year CIP plans – Updates have not been prepared by the meeting date.

5. Access/Driveway Permits

- a. Informational (access previously approved)
 - i. New shared driveway with 6803 Sunset Drive (to Lot 3 of CSM 140036) submitted by Schwingle Builders on behalf of Alan Halverson – A/P Arnold noted that the access was previously granted with the approval of the Certified Survey Map and that the Town Board approves the driveway permit at the time of construction. It was noted that a recorded Joint Driveway Agreement is in this property file. The Verona Fire Department will need to review the proposed design and trimming on this heavily wooded lot. The Town Driveway Ordinance defines the Fire Department's standards for clearing the tree canopy to accommodate emergency vehicles.
 - ii. New driveway for Lot 3 of CSM 13919 on Sunset Drive submitted by Daniel and Kay McGrath – It was noted that portions of this parcel are restricted from construction due to wet areas. Chair Enburg recommended that the driveway design include a "shelf" to ease the drop from Sunset onto the property.
- b. New or revised access (CSMs currently under review)
 - i. Two new lots off an existing drive (existing access) at 1841 Range Trail – There was brief discussion that the current driveway is gravel; the neighbors want escrow or some other pledge to pave the drive in the future. Ted Ballweg of 1885 Range Trail stated that headlights from vehicles on the Pacetti drive shine into their bedroom windows, the width of the Pacetti drive is too narrow for two vehicles to pass, and that the owner pledged in the past to have it paved. Senseman asked the cost for paving: approximately \$50,000. The 700-800' total length to service the proposed lots would require a turnout lane for emergency vehicles at the halfway point of the length. Duerst voiced his opposition for the Town exercising control on private property and opposed the Town involvement in a proposed escrow requirement to pave. A/P Arnold noted that when the Certified Survey Map is reviewed, escrow funds for future paving could be a condition for granting access, a joint driveway agreement, or issuing an occupancy permit. Don Marty of 1897 Range Trail showed his location relative to the lots in the proposed CSM. He noted that all lots will use a single access to Range Trail. Based on Marty's research, he stated that no other nearby property has lots that lack a 66' wide easement with a Town road. Chair Enburg noted that Dane County allows up to four parcels with a single shared access. Marty stated his concern that approval will negatively affect his property value.
 - ii. Two new lots off an existing drive (existing County access) at 1997 County Highway PB – Chair Enburg stated he has no objection if access to County PB remains the same as the current location.
 - iii. A new access for a proposed new lot at 7301 Cross Country Road – There was brief discussion to confirm the desired 300' separation between the proposed drive and existing ones. Duerst asked about the location of the septic field. It was noted that it was proposed to be at the rear of the lot, but Dane County may require its relocation to the front of the lot instead. Enburg would like confirmation regarding the distance of separation between the proposed and existing drives (it was later confirmed that the proposed driveway location is approximately 230' from on adjacent driveway and approximately 275' from the other).

- 6. **Yard Waste Options** – It was noted that Town residents can compost and burn yard waste (a DNR permit needs to be completed on an annual basis for burning). The Town does not own a chipper, but could rent one from the local hardware store. Chair Enburg is concerned that if the Town sets up a brush drop off

point, trash, gravel, and asphalt. It was noted that there are costs associated with the Patrolman's time to process waste that is dropped at the new Public Works site.

7. **Schedule April 2017 Meeting and Set Agenda** -The next meeting was scheduled for April 25, 2017 at 7:00 AM. The following items will be on the April agenda:

Call to Order/Approve Agenda

Approve Minutes from 3/28/2017

Update on Raymond Road and Stony Ridge Circle Plans Related to CTH M and CTH PD Intersection Redesign

Review 5-Year Capital Road Improvement Plan

Discussion of Town Roadway Widths

Update on Prairie Circle and County Highway PD Intersection

Schedule May 2017 Meeting and Set Agenda

Adjourn

8. **Adjourn** – Senseman moved to adjourn; 2nd Meinel. Motion carried at 8:59 AM.

Approved: April 25, 2017

Prepared by: John Wright