

**Present:** Manfred Enburg, Mike Duerst, John Senseman, Russ Swiggum and Phil Meinel (arrived at 7:18 AM)

**Absent:** Kirk Trainor

**Also Present:** John Wright, Clerk-Treasurer and Mark Judd, Town Patrolman

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 August Minutes** – Duerst moved to approve the minutes from October 24, 2017; 2<sup>nd</sup> Enburg. Swiggum and Senseman abstained due to their absence from the October meeting. Action was delayed until the arrival of member Meinel; upon arrival, the motion carried.
3. **Review 2018-2022 Capital Improvement Plan and Amend the Proposed Project Years Based Upon Road Condition and Traffic Volume** – Chair Enburg shared a handout he had prepared. Those items highlighted in yellow, he explained, were projects he recommended to delay until a future year. There was brief review of single purpose and dead end roads (Beach, Red Stone, Black Cherry, and Wesner) that Enburg scheduled for work in 2022. Chair Enburg recommended that Brandancee and Schmid Lane off of County Highway G be repaired by the Town Patrolman in a manner similar to Flint Road using the increased Street Maintenance Routine funds approved from 2018. According to Judd, Flint Road took one day to fill with approximately 22 tons of cold mix at about \$90 per ton. Chair Enburg advocated that annual capital road projects be geographically located near one another beginning in the southwest portion in 2018; he envisioned five sections to correlate with the five-year period. There was some concern expressed as to whether delaying seal coating could affect its adherence to the existing road; Kevin Lord will be consulted, without objection. Chair Enburg noted that he brought forward portions of Spring Rose Road, Riverside Road, and Sugar River Road to 2018; they had been scheduled later in the five-year period on the draft presented at the October meeting.

It was noted that according to Chair Enburg's proposed schedule, County View Road would be addressed in 2019; Town Chair Mark Geller had hoped for it to be improved sooner. Mark Judd noted that the City of Verona per Greg Denner may be working on Cross Country Road in 2018 and may seek to partner with the Town to improve their section from N. Nine Mound eastward toward Tamarack Way. There was brief discussion regarding Fitchrona Road and the costs associated if a Town Road Discretionary Grant had been applied for; at a posted speed limit of 50 MPH, the hills would likely have to be addressed and 4' wide paved shoulders installed. Chair Enburg stated that there exists a process for turning a shared Town/City road over to Dane County. Clerk-Treasurer Wright noted that Mark Judd previously wanted Whalen Road to be moved ahead in the schedule; there was brief discussion regarding whether the worst sections could be improved in a manner similar to what was done on Locust Drive in 2016. Member Duerst questioned whether there was an advantage to grouping jobs by geographic locations; shouldn't the condition of the roads and traffic volume dictate the ranking instead? The group agreed that it would be ideal to put 2018 road work out to bid in January or February; this item will be added to the December agenda and Chair Enburg will work with Wright to include PASER ratings and AADT counts in the data presented to this Committee per the recommendation of member Meinel; without objection.

4. **Discuss 2018 Capital Equipment Budget** – Chair Enburg requested for the members to bring a list of equipment needs for five years beginning with 2018 to the December meeting and that an item should be added to that agenda; without objection. Member Duerst stated that a 50 kW PTO-powered constant alternator will be available for purchase on December 1, 2017; the cost is around \$3,500. Duerst stated that any 100 horsepower tractor can run the unit. However, the Town has 800 Amp service; the cutoff switch, per an estimate from Krantz Electric, would be \$15,000 to \$20,000. Enburg noted that only the Town Board can authorize the release of the Capital Equipment funds from the restricted account.
5. **Review of Draft of Updated Driveway Ordinance and Draft Driveway Construction Guide with Possible Recommendation to the Town Board after Attorney Review** – Members were provided with printed copies to review and be prepared to comment on for the December meeting. This item will be added to the December meeting agenda; without objection.
6. **Report on WTA Attorney Clarification about Applying State Statutes to Speed Reduction on Town Roads and Municipal Counsel Review of the Same** – Wright reported that he has not had a chance to

contact Attorney Nawrocki of the Wisconsin Towns Association due to preparing the 2018 budgets for the Town of Verona and Utility District.

7. **Schedule December 2017 Meeting** – Planner-Administrator Arnold announced that Tammy Dresser will be presenting a module for iWorQ to track public works activities and inventories immediately after adjournment in the Town Conference Room. The next meeting was scheduled for Wednesday, December 27, 2017 at 7:00 AM. The following agenda items should be included:

Call to Order/Approve Agenda

Approve Minutes from 11/28/2017

Review 2018-2022 Expanded Capital Improvement Plan

Review 2018-2022 Capital Equipment Plan

Review Draft of Updated Driveway Ordinance and Draft Driveway Construction Guide with Possible Recommendation to the Town Board after Attorney Review

Report on WTA Attorney Clarification about Applying State Statutes to Speed Reduction on Town Roads and Municipal Counsel Review of the Same

Schedule January 2018 Meeting and Set Agenda

Adjourn

8. **Adjourn** – Senseman moved to adjourn; 2nd Meinel. Motion carried at 8:23 AM. Motion carried.

Approved: December 27, 2017

Prepared by: John Wright