Town of Verona
Public Works Committee Minutes
Town of Verona Hall, 7669 County Highway PD, Verona, WI
10/30/2018

Present: Manfred Enburg, John Senseman, Kirk Trainor, and Mike Duerst
Absent: Russ Swiggum and Phil Meinel
Also Present: John Wright: Clerk-Treasurer, Amanda Arnold: Planner-Administrator, and Mark Judd: Road Patrolman
Public Present: Robert Kohlenberg

1. **Call to Order/Approve Agenda** – Chair Enburg called the meeting to order at 7:02 AM. Duerst moved to approve the agenda as amended; 2nd by Senseman. Motion carried.
2. **Approval of September Minutes** – Senseman moved to approve the minutes from September 25, 2018; 2nd Trainor. Motion carried.
3. **Continued Discussion and Priorities Regarding Preliminary 2019 Capital and Operating Budgets**
    a. Update on Country View Road reconstruction – Prior to discussing this topic, Chair Enburg recognized resident Robert Kohnenberg of 2653 Fitchrona Road. Mr. Kohnenberg stated that he has standing water in the ditching adjacent to his property that periodically floods his yard; he feels the new culvert that was installed with the reconstruction of Pheasant Lane may have contributed to this water and the water in his basement. Currently he has no culvert beneath his existing driveway. Without objection, this item will be added to the November meeting agenda for discussion and possible action. Enberg would like the Town to develop a broad policy for stormwater management to apply Town-wide. Epic Systems Incorporated has employed D'Onofrio, Kottke, and Associates to delineate potential wetland areas along Country View Road, conduct traffic counts, and shoot elevations.
    b. Review of probable Capital and Operating expenses – Clerk-Treasurer Wright presented the results of his research to those present regarding use of materials and services to maintain roads for the past twelve months beyond the costs for engineering and paving by contractors. These include road salt, crushed asphalt, 1" clear stone, topsoil, 1.5" washed stone, screenings/chip mix, sweeping, QPR, cold mix, and tree trimming/removal. It was noted that the cost of screening/chips increased by $4 a ton. One hundred tons of road salt prefill is scheduled to be delivered today. There was a brief discussion regarding whether prefilling during the summer months would lower the cost per ton price. Patrolman Judd reported that the road salt is now shipped from Detroit to Madison by rail. The capacity for our salt/sand storage shed is seven hundred tons.
    c. Administrator-Planner Arnold distributed a list of possible road projects for 2019. She noted that reconstruction of Country View Road was removed from the 2019 budget so that the Town remains within the amount prescribed by the Levy Limit Worksheet and other known or projected sources of income. This project, if completed in 2019, may need to be financed through General Obligation Debt. There followed brief discussion regarding roads to consider for chip sealing and how to approach work on single-purpose roads that have yet to be vacated. The Ordinance Committee may be called upon to draft a policy and to determine a special assessment value per mile. Patrolman Judd reported he repaired Brandancee with six loads of recycled asphalt which was graded by Hammersley Stone. It was noted that the 5-year capital improvement plan should be updated. Without objection, Wright will email the members a map that details the sections of road for which the Town has responsibility along with the 2017 road tour notes so each member can tour the roads individually or in pairs so that no quorum notice is required. Administrator-Planner Arnold reported that Deputy Clerk-Treasurer Dresser attended a FEMA meeting yesterday to gather some information for Public Assistance and about the Disaster Grant application process.
    d. Update on Valley Road Bridge – Member Duerst stated his preference to spend sooner rather than later to repair this structure so the costs do not escalate.

4. **Discussion Regarding Possible Future Ordinances**
    a. Driveway construction standards – Arnold stated that she has not had time for further review.

b. Updated driveway ordinance – same as above.
c. Noise ordinance to regulate engine braking – Wright gave a brief summary of the exchange between Pam Dunphy, Chair Tom Mathies of the Ordinance Committee, Matt Rauch at the Wisconsin Department of Transportation, and Wright. Wright and Arnold will check with Chair Mathies about the possible adoption of a local Ordinance that will allow the Town to move ahead with the planned purchase of No Unmuffled Engine Braking signs to be posted by Dane County Highway.

5. **Update on Placing Equipment to Begin the Traffic Count Process** – Chair Enburg distributed a map to those in attendance detailing where video-capture cameras would record vehicular activity now and in the future. The actual counting process will take place over the winter months. There are currently eight cameras in operation which gather data for two days and will sample the same location three times a year. It was noted that each camera has contact information in the event Dane County Highway or an individual need to contact Enburg.
6. **Schedule November 2018 Meeting** –The next meeting was scheduled for Tuesday, November 27, 2018 at 7:00 AM. The following agenda items should be included:
   Call to Order/Approve Agenda
   Approve Minutes from 10/30/2018
   Review Driveway/Access Application with Possible Action
   Discuss Observations from Touring Town Roads as Individuals or Pairs
   Discuss Possible Stormwater Management Projects
   Schedule December 2018 Meeting and Set Agenda
   Adjourn
7. **Adjourn** – Duerst moved to adjourn; 2nd Senseman. Motion carried at 7:58 AM.

Approved: November 27, 2018 Prepared by: John Wright