



Due to the COVID-19 pandemic, the Verona Town Board will hold its regular town board meeting as a virtual meeting. The Town Board will not meet at Town Hall, 7669 County Highway PD. Members of the Town Board and Staff may join the meeting by using Zoom Webinar, as described immediately below.

Members of the public can join the meeting using Zoom Webinar via a computer, tablet, or smartphone, or by calling into the meeting.

Join the meeting via computer, tablet, or smart phone:

<https://zoom.us/j/93194895898?pwd=RIBHeVQ3RVBLTC8yQ1ZGT2xUQndZUT09>

Meeting ID: 931 9489 5898

Passcode: 594199

Join the meeting via phone by dialing the number below and use the same meeting ID and password information

(312) 626-6799

Anyone with questions prior to the meeting may contact the Town at (608) 845-7187 or email Teresa Withee at

twithee@town.verona.wi.us

PUBLIC SPEAKING INSTRUCTIONS

WRITTEN COMMENTS: You can send comments to the Town Board on any matter, either on or not on the agenda, by emailing mgeller@town.verona.wi.us or twithee@town.verona.wi.us or in writing to Town Board Chair, 7669 County Highway PD, Verona, WI, 53593.

- 1) Call to Order/Approval of the agenda
- 2) Public Comment – Comments on matters not listed on this agenda could be placed on a future meeting agenda. If the Chair or staff has received written comments for items not on the agenda, these will be read.
- 3) Approval of minutes from July 7, 2020
- 4) Staff Reports
 - a) Administrator/Planner Report
 - b) Public Works Manager Report
 - c) Clerk/Treasurer Report
- 5) Committee Reports
 - a) Plan Commission:
 1. Discussion and Possible Action: Review of Revised CSM for the property located at 6394 Grandview Road and acceptance of Road ROW
 2. Discussion and Possible action: CUP Renewal for 1748 Spring Rose Road
 3. Discussion: Status of Town Developments

b) Public Works

1. Discussion and Possible Action: Driveway Permit for 2872 White Crossing Road
2. Discussion and Possible Action: Driveway Permit for Prairie Circle Development Lot 8
3. Discussion and possible action to approve Resolution 2020-08 for the WI DNR Compliance Maintenance Annual Report

c) Ordinance Committee

d) Financial Sustainability Committee

e) Natural and Recreational Areas Committee

f) EMS Commission

g) Town Chair's Business

h) Supervisor Announcements

6) New Business

- A. Discussion and Possible Action re: Budget Amendment for Truck Purchase to Transfer \$65,148.80 from the Equipment Fund to Revenue and to Transfer Reserve Funds and Increase the Capital Outlay Budget by \$65,148.80
- B. Discussion re: Contracts for Assessment and Auditing Services
- C. Discussion and Possible Action re: Payment of Bills

7) Other business

8) Adjournment

Regular board agendas are published in the Town's official newspaper, The Verona Press. Per Resolution 2016-2 agendas are posted at the Town Hall and online at www.town.verona.wi.us. Use the 'subscribe' feature on the Town's website to receive agendas and other announcements via email. Notice is also given that a possible quorum of the Plan Commission and/or Public Works, Ordinance, Natural and Recreational Areas, and Financial Sustainability Committees and could occur at this meeting for the purposes of information gathering only.

If anyone having a qualifying disability as defined by the American with Disabilities Act needs an interpreter, materials in alternate formats, or other accommodations to access these meetings, please contact the Town of Verona @ 608-845-7187 or twithee@town.verona.wi.us. Please do so at least 48 hours prior to the meeting so that proper arrangements can be made.

Mark Geller, Town Chair, Town of Verona
Posted: 7/31/2020

REGULAR MONTHLY BOARD MEETING MINUTES

TOWN OF VERONA

July 7, 2020, 6:30 PM

Zoom meeting that was open to the public

Present: Mathies, Maxwell, Duerst, and Wiederhoeft

Excused: Geller

Staff Present: Gaskell, Barnes

Public Present: Bruce Allison

1. **Call to Order/Approval of the Agenda** – Mark Geller called the meeting to order at 6:32 PM. Duerst moved to approve the agenda. 2nd by Maxwell. Motion carried by voice vote.
2. **Public Comment** – No public comment was made during the videoconference. No public comments were received in writing.
3. **Approval of Minutes from the June 2, 2020 Regular Meeting**– Mathies and Maxwell requested corrections sent via email to Administrator Gaskell. Maxwell moved to approve; 2nd by Wiederhoeft. Motion carried by voice vote.
4. **Administrator/Planner Report** – Administrator/Planner reported on upcoming meetings, the continued use of Zoom for Town Board and Committee meetings. The Community Room is not available for rent until further notice.
5. **Committee Reports**
 - Plan Commission:
 - i. Discussion and Possible Action: Land use application 2020-4 submitted by Ron Klaas, Donofrio Kottke & Associates, representing Robert and Robin Hefty, 7790 Riverside Drive, for lot reconfiguration and rezone for three lots: lot 1, 2.655 acres (RR 2); Lot 2, 2.285 acres (RR 2); and lot 3, 51.879 acres (AT 35) subject to the following condition: 1) The mobile home be removed at the time of occupancy of the new home on Lot 2, Lot 2 is subsequently sold or within two years, whichever occurs first and 2) the septic line associated with the mobile home be properly discontinued when any one of these scenarios occur. Motion by Maxwell, 2nd by Wiederhoeft. Motion carried 4-0.

Wiederhoeft left the Zoom meeting at 7pm.

- Public Works:
 - i. Discussion and Action: Approval of 2020 Seal Coat Contract with Scott Construction, Inc for \$12,102.85. Discussion items included Paulson Road, the expected life of the improvements, the condition of the Springdale portion of the road. Motion by Maxwell, 2nd by Duerst. Motion carries 3-0.
 - ii. Discussion and Possible Action: Approval of Flint Road Asphalt Patch Repairs to be performed by Scott Construction Inc, in the approximate amount of \$6,000. Discussion included expected life of the improvements, the strategy for addressing single use roads in the town, the need for the repairs, the origin of the road. Motion by Duerst, 2nd by Mathies. Motion carried 3-0.
 - iii. Approval of the Payne and Dolan Inc. work directive for Cross Country Road asphalt wedging and leveling repairs for \$13,431.25. Barnes explained that the motion is for a work directive and not a change order. The cost estimate was generated using a worst-case scenario but that undercutting was not deemed necessary and as such, wedging is preferred. Motion by Duerst, 2nd by Maxwell. Motion carried 3-0.
- Ordinance Committee: No update
- Financial Sustainability Committee: No update
- Natural and Recreational Areas Committee: Grant contract signed and returned to the County; purchases will be made in the Fall
- EMS Commission: New ambulances will have power packs that allow the ambulances to remain powered on without having to run the engine; 2021 rates have been set; if Alliant Energy Center is staffed by Fitchrona, the backup ambulance will be used
- Town Chair's Business: Presented by Tom Mathies as provided by Chair Geller; consideration of stipends for commissioners; expressed thanks to Barnes for his hard work regarding the 2020 Road Construction Projects; considering presenting Financial update to interested residents as an online chat with the Town Chair.

- Supervisor Announcements: Maxwell said the Plan Commission will be discussing Phase 2 of the Madison Verona Self Storage Project and that the Pre-Construction meeting for the Prairie Circle Development Public Improvements had been held.
6. New Business
 - A. Discussion: Presentation of draft report by the ad hoc committee on assessment of new developments in the Town of Verona – postponed.
 - B. Discussion and Possible Action re: Payment of Bills – bills are in progress and will be presented in August
 7. **Adjourn** – Meeting adjourned at 7:36 PM.

Approved:

Prepared by Sarah Gaskell/Administrator

DRAFT

TOWN OF VERONA

TO: Town Board of Supervisors

FROM: Sarah Gaskell, Planner/Administrator

SUBJECT: Administrator Report for August 4th, 2020

Upcoming Meetings

- Partisan Primary August 11th, 2020
- Plan Commission August 18th, 2020
- Zoom platform will continue to be used until further notice

COVID-19

- Town Hall is open to the public, but people are encouraged to utilize email and phone calls to limit exposure; facial coverings are required per PHMDC Order #8

Work Plan

- 2021 Budget
- Finalize Subdivision Ordinance
- New Website
- Electronic file organization
- Communications Plan

Misc

- Please coordinate all staff requests through the Administrator

TOWN OF VERONA

TO: Town Board of Supervisors
Public Works Committee

DATE: July 31, 2020

FROM: W. Christopher Barnes, Public Works Project Manager

SUBJECT: Monthly Report-July 2020

The monthly Public Works Department Activity report is submitted for the information and review of the Board and the Committee. July was a busy month with continued mowing, brush clearing, and road program construction. Numerous citizen and resident concerns and action requests were received and addressed on a daily basis. If you should have any questions, please let me know.

Road Maintenance Activities

- Completed pavement stripping and signage on Mid Town Road, Timber Lane, and Locust Drive.
- Completed Paving on Cross Country Road
- Completed the Paulson Road Chip Seal addition
- Placed cold mix asphalt on various roads
- Cleaned Culvert on Maple Grove Road –opposite Madison/Verona Self Storage
- Installed 4 new road signs

Equipment and Facility Activities

- Mowed town prairie areas as directed
- Closed on the new 2021 Peterbilt plow truck. Truck is now at Madison Equipment for dump box, plow blade, etc.
- Continued COVID 19 precautions and measures at the town office and Public Works building

Sanitary Sewer Utility Activities

Raised Sanitary Manhole 27 to grade and restored curb lawn
Continued data input for the sewer GIS program.
Completed the 2019 Compliance Maintenance Annual Report

Engineering Activities

Met with the resident at 2707 Hula Drive regarding ditch drainage
Held Goose Lake/ Fitchrona Road public information meeting on July 2 at
6:30-7:30 PM established a link on the town website for viewing the
meeting continued work on the drainage study by installing water level
indicators and reviewing possible solutions with the consultant

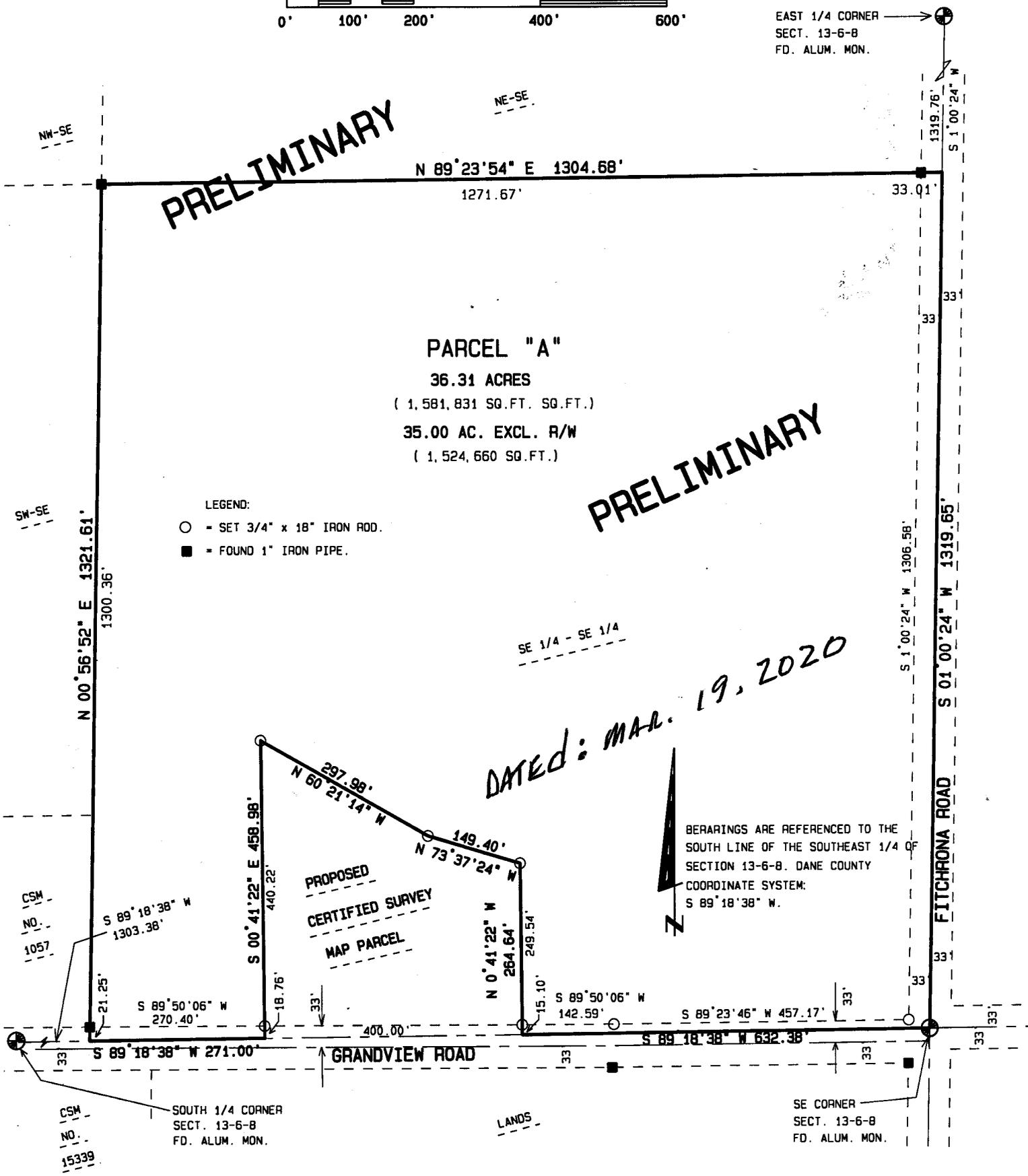
c: Sarah Gaskell, Town Planner/Administrator
Mark Judd, Road Patrolman

PLAT OF SURVEY

SCALE: 1" = 200'



EAST 1/4 CORNER
SECT. 13-6-8
FD. ALUM. MON.



SURVEYED FOR:
JON AND DENELDA BALDOCK
4146 SCHNEIDER DR.
OREGON, WI 53575

SURVEYED BY:
KEVIN RADEL
ARROW LAND SURVEYING
109 KINGSTON WAY
WAUNAKEE, WI 53597
608-849-8116

PRELIMINARY

SEE PAGE 2 FOR DESCRIPTION AND SURVEYOR'S CERTIFICATE.

PAGE 1 OF 2

(LATER)

20R-24
MAP FILE: 20R-24-POS

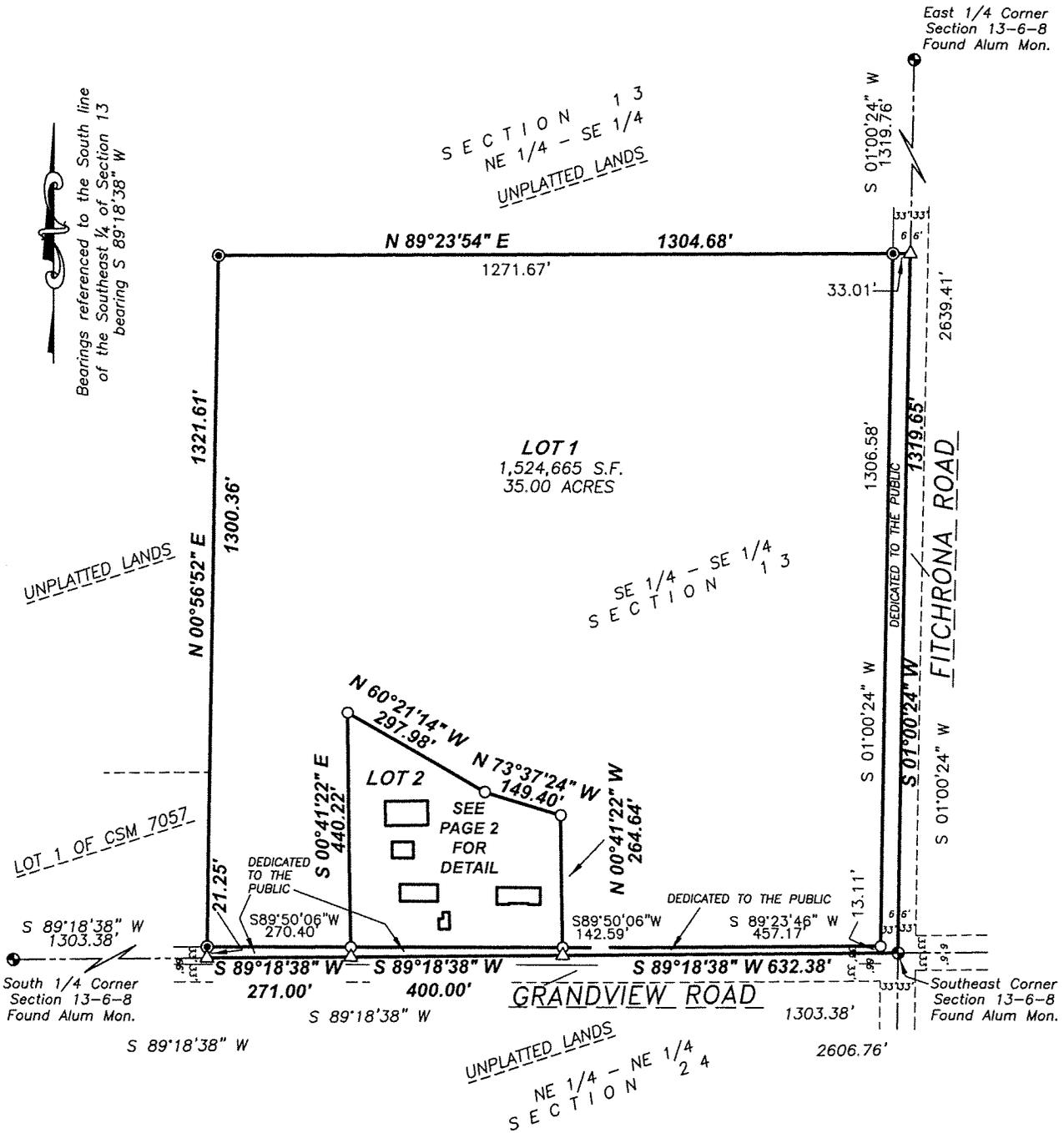


**BIRRENKOTT
SURVEYING, INC.**

P.O. Box 237
1677 N. Bristol Street
Sun Prairie, WI. 53590
Phone (608) 837-7463
Fax (608) 837-1081

CERTIFIED SURVEY MAP

PART OF THE SOUTHEAST 1/4 OF THE SOUTHEAST 1/4 OF
SECTION 13, T6N, R8E, TOWN OF VERONA, DANE COUNTY,
WISCONSIN



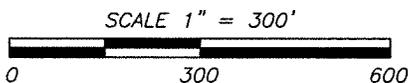
Legend:

- = Section Corner
- ⊙ = Found 1" Iron Pipe
- = 3/4"x24" Iron Bar set
wt.=1.50#/in.ft.
- △ = Set Mag Nail

CERTIFIED SURVEY MAP NO. _____

VOLUME _____ PAGE _____

DOCUMENT NO. _____





CERTIFIED SURVEY MAP

DATED: August 3, 2020

Birrenkott Surveying, Inc.

P.O. Box 237
1677 N. Bristol Street
Sun Prairie, Wisconsin 53590
Phone (608) 837-7463
Fax (608) 837-1081

I, Mark A. Pynnonen, hereby certify that this survey is in full compliance with Chapter 236.34 of Wisconsin Statutes. I also certify that by the direction of the owners listed hereon, I have surveyed and mapped the lands described hereon and that the map is a correct representation of all the exterior boundaries of the land surveyed and the division of that land, in accordance with the information provided.

Mark A. Pynnonen, Professional Land Surveyor No. S-2538

Description

Part of the Southeast ¼ of the Southeast ¼ of Section 13, T6n, R8E, in the Town of Verona, Dane County, Wisconsin, more fully described as follows:

Beginning at the Southeast Corner of Section 13, thence S89°18'38"W along the South line of the Southeast ¼ of Section 13, 1303.38 feet; thence N00°56'52"E, 1,321.61 feet; thence N89°23'54"E, 1304.68 feet; thence S01°00'24"W along the East line of the Southeast ¼ of Section 13, 1319.65 feet to the point of beginning. Containing 1,721,450 square feet or 39.519 acres.

Owners Certificate:

As owner, Jon O. and Denelda M. Baldock, we hereby certify that we have caused the lands described on this Certified Survey Map to be surveyed, divided, dedicated and mapped as represented on this Certified Survey Map. We also certify that this Certified Survey Map is required by S.75.17(1)(a), Dane County Code of Ordinances to be submitted to the Dane County Zoning and Land Regulation Committee for approval.

Jon O. Baldock, owner

Denelda M. Baldock, owner

State of Wisconsin)

Dane County) ss Personally came before me this _____ day of _____, 2020, the above-named Jon O. and Denelda M. Baldock, to me known to be the persons who executed the foregoing instrument and acknowledged the same.

Notary Public, Dane County, Wisconsin.

My Commission Expires

Printed name

Notes: Utilities Easement: No poles or buried cables are to be placed on any lot line or corner.

The disturbance of a survey stake by anyone is in violation of Section 236.32 of Wisconsin Statutes. Wetlands, if present, have not been delineated.

This survey is subject to any and all easements and agreements both recorded and unrecorded.

Refer to building site information contained in the Dane County Soil Survey.

This survey shows above-ground improvements. No guarantee is made for below-ground structures.

Approved for recording per Dane County Zoning and Land Regulation Committee

action of _____, 2020 by _____

Daniel Everson, Authorized Representative

Surveyed For:

Jon Baldock
4146 Schneider Drive
Oregon, WI 53575
(608)-698-7993

Register of Deeds Certificate:

Received for recording this _____ day of _____, 2020

at _____ o'clock _____ m and recorded in Volume _____ of Certified Survey

Maps of Dane County on Pages _____.

Kristi Chlebowski, Register of Deeds

Document No. _____

Certified Survey Map No. _____, Volume _____, Page _____

Surveyed: TAS
Drawn: BTS
Checked: MAP
Approved: MAP
Field book:
Tape/File: J:\2020\Carlson
Sheet 3 of 4
Office Map No.: 200631



CERTIFIED SURVEY MAP

DATED: August 3, 2020

Birrenkott Surveying, Inc.

P.O. Box 237
1677 N. Bristol Street
Sun Prairie, Wisconsin 53590
Phone (608) 837-7463
Fax (608) 837-1081

Town of Verona Board Approval Certificate

This Certified Survey Map including the road dedication herein is hereby acknowledged, accepted and approved for recording by the Town Board of the Town of York, Dane County.

John Wright, Clerk, Town of Verona

Dated _____

Consent of Mortgagee:

Compeer Financial, mortgagee of certain of the lands described hereon, does hereby consent to the surveying, dividing, mapping and dedicating of the land described on this Certified Survey Map and does hereby consent to the owner certificate hereon.

Compeer Financial

By: _____ Its: _____

(printed name)

State of Wisconsin)

Dane County ss) Personally came before me this _____ day of _____, 2020, the above-named, to me known to be the persons who executed the foregoing instrument and acknowledged the same.

Notary Public, Dodge County, Wisconsin

My Commission Expires _____

Printed name

City of Fitchburg Approval

This Certified Survey Map including the road dedication herein is hereby acknowledged, accepted and approved by the common council of the City of Fitchburg, Dane County, Wisconsin on this _____ day of _____, 2020.

Tracy Oldenburg, Clerk, City of Fitchburg

Dated _____

Surveyed For:
Jon Baldock
4146 Schneider Drive
Oregon, WI 53575
(608)-698-7993

Surveyed: TAS
Drawn: BTS
Checked: MAP
Approved: MAP
Field book:
Tape/File: J:\2020\Carlson
Sheet 4 of 4
Office Map No.: 200631

Document No. _____

Certified Survey Map No. _____, Volume _____, Page _____

TOWN OF VERONA

TO: Town Chair and Board of Supervisors

DATE: July 30, 2020

FROM: W. Christopher Barnes, Public Works Project Manager

SUBJECT: 2782 White Crossing Road-Driveway extension

Attached for the consideration of the Board is the application for the extension of an existing driveway at 2782 White Crossing Road for the construction of a new home. The property has an existing access constructed in 2013 and the current permit is for an extension of the driveway as shown on the attached plans. The driveway extension requires a permit from the U.S. Corp of Engineers permit to fill an existing wetlands area as well as a rezoning through Dane county to remove the wetlands area from the current zoning designation. The Corp has been obtained and the rezoning permit review with Dane County is scheduled for September 22, 2020. The driveway has been reviewed and approved by the Verona Fire Department

Attached are the site review checklists and the site photos of the existing driveway access point. The existing access is satisfactory, with the provision that existing vegetation will need to be cut back approximately 50 feet each side of the driveway. Given the vegetation removal, the existing driveway will continue to meet the current Town of Verona ordinances and requirements for adequate vision sight distance on White Crossing Road. This driveway application was reviewed by the Public Works Committee on July 28, 2020 and was recommended for approval by the board. Approval of this driveway application is recommended.

Attachments

Cc Sarah Gaskell, Town Planner and Administrator

TOWN OF VERONA

TO: Town Chair and Board of Supervisors

DATE: July 30, 2020

FROM: W. Christopher Barnes, Public Works Project Manager

SUBJECT: Lot 8 Prairie Circle Extension- Parcel# 062-0608-074-8093 Driveway Permit

Attached for the consideration of the Board is the application for the construction of a new driveway at the above subject property. The location of the driveway is located on the end of the Prairie Circle extension, which is scheduled for construction in mid-August. The driveway culvert has been sized by the design engineer to convey the 25-year storm event to the grass swale easement on the west side of the lot 8. It is the desire of the applicant to obtain the permit for the driveway at this time such that the driveway and culvert can be constructed concurrent with the road construction and to facilitate his new home construction. The Verona Fire Department has reviewed the driveway and they have approved the application. The permit approval is conditional based upon the construction of the Prairie Circle extension to a hard surface level (gravel base). Based upon the current schedule, the Prairie Circle Extension should begin in Mid-August, but should the Prairie Circle extension not be built, the driveway permit would be null and void.

The location of the driveway in the cul-de-sac, as it relates to snow storage and plowing, was closely reviewed. The standard town practice is to completely clear cul-de-sacs' of snow. Four areas of snow storage are available on the perimeter of the cul de sac. A combined mailbox will also eliminate individual mailboxes in the cul de sac. These provisions will make the snow plowing more efficient when the cul-de-sac is fully built out. The Public Works Committee reviewed this application on July 28, 2020 and the application was recommended for conditional approval with one abstention. Staff recommends approval of this conditional permit.

Attachments

Cc Sarah Gaskell, Town Planner and Administrator



Town of Verona

Driveway Review Checklist

Location: Lot 8 Prairie Circle Extension # 062-0608-074-8093

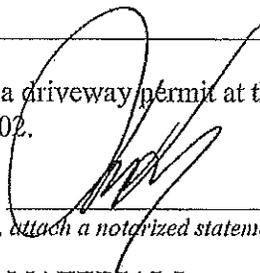
Date 7/14/2020

By W. Christopher Barnes

	Yes	No	Comments
Driveway Drawing and Soil Erosion Control Plan	X		
Site Visit Completed	X		
Fee Paid	X		
Fee Escrow deposited	X		NA
Location Sight Distance > 350 feet	X		
Length > 100 feet Verona Fire Dept. Review	X		
Driveway > 500 feet Passing lane		X	
Driveway > 100 feet Hammerhead	X		
Cleared Path > 22 feet	X		
Driveway Grade < 12%	X		
Driveway width at Road < 26 feet	X		
Culvert Required	X		
Length (24 feet min)	X		
Diameter (15" min)	X		18" X 24" Pipe Arch
Flared End walls	X		
Variances requested	X		Conditional

Additional Comments: _____

The undersigned hereby applies for a driveway permit at the above location in accordance with the Town of Verona Driveway Ordinance 2004-02.

Landowner or Applicant Signature:  Date: 7/6/2020
(If applicant is not the property owner, attach a notarized statement authorizing applicant to act as landowner's agent.)

REQUIRED APPLICATION MATERIALS

- 1) The required application fee and escrow deposit.
- 2) A scale drawing of the property parcel. Be sure to include the following, when submitting your driveway construction drawing or diagram.
 - The relationship of the driveway to property lines, structures and existing private roads and public highways.
 - The proposed or existing driveway location. Distances from the existing property lines to the centerline of the driveway shall be dimensioned to establish the driveway location. The length, width, and radius of all curves of the driveway shall be included.
 - The width of the driveway at the edge of roadway shall be dimensioned.
 - The slope of the driveway and the slopes on your property.
 - All buildings existing and any new buildings intended to be added to the parcel.
 - The location and size of any culverts.
 - The location and structure of any retaining walls.
- 3) An approved copy of a Dane County erosion control plan, which includes the drive or a copy of an approved erosion control plan for 1 & 2 family dwelling construction site plan.

RETURN COMPLETED APPLICATION TO:

Tammy Dresser
Town of Verona
7669 County Highway PD
Verona, WI 53593-1035
608-845-7187 / 608-845-7143 Fax

OFFICE USE ONLY:

NONREFUNDABLE APPLICATION FEE RECEIVED: AMOUNT: \$ _____ DATE: _____

ESCROW DEPOSIT RECEIVED: AMOUNT: \$ _____ DATE: _____

Plan Reviewed – Site Visit: C. BARNES
MATT MUELLER VED Date: 7-17-20

Verona Fire Department Review: MATT Mueller VFO Date: 7-17-20

Approved Denied

DETERMINATION: _____

NEXT PUBLIC WORKS MEETING: _____

NEXT TOWN BOARD MEETING: _____

Chris Barnes

To: Matt Miller
Subject: RE: New Driveway construction lot 8 Prairie Circle extension

From: Matt Miller [mailto:mmiller@veronafire.com]
Sent: Friday, July 17, 2020 4:46 PM
To: Chris Barnes
Subject: RE: New Driveway construction lot 8 Prairie Circle extension

Chris

I would concur this Driveway can be approved with the condition that the new road extension to be a level hard surface.

Matt

From: Chris Barnes [mailto:CBarnes@town.verona.wi.us]
Sent: Thursday, July 16, 2020 10:04 AM
To: Matt Miller
Cc: Sarah Gaskell; Tammy Dresser
Subject: New Driveway construction lot 8 Prairie Circle extension

Matt,

Attached is a new driveway permit application. I attached the preliminary plat as well since the application is on a road that is scheduled to be under construction next month. On the preliminary plat, the existing Prairie Circle ends at the north of the page and the new driveway/house in on the end of the new cul de sac. I plan to make this approval conditional on the new road extension being complete to at least a gravel hard surface. The new house owner is building the prairie circle extension plat as well. I understand wanting to do the work at the same time. The new driveway is approximately 320 feet long from the road to the house/ stable. Any questions, [please let me know.

Chris Barnes

W. Christopher Barnes, P.E.
Public Works Project Manager
Town of Verona, WI.
608 807-4471 direct
Office hours 8:00am to 12:00pm M-F



20



Existing Driveway-to be extended



Existing Driveway apron at White Crossing Road



Town of Verona

Driveway Review Checklist

Location: 2782 White Crossing Road

Date 7/2/2020

By W. Christopher Barnes

	Yes	No	Comments
Driveway Drawing and Soil Erosion Control Plan	X		
Site Visit Completed	X		
Fee Paid	X		
Fee Escrow deposited			NA
Location Sight Distance > 350 feet	X		
Length > 100 feet Verona Fire Dept. Review	X		
Driveway > 500 feet Passing lane	X		
Driveway > 100 feet Hammerhead	X		
Cleared Path > 22 feet	X		
Driveway Grade < 12%	X		
Driveway width at Road < 26 feet			existing
Culvert Required			existing
Length (24 feet min)			existing
Diameter (15" min)	X		
Flared End walls	X	X	
Variances requested		X	

TOWN OF VERONA
◆ DRIVEWAY CONSTRUCTION PERMIT APPLICATION ◆
(Driveway Ordinance #2009-02B)

Applications for a driveway construction permit cannot be processed until the lot is legally created. A certified survey map (CSM) or final plat that has been signed and recorded must be on file with the Town before a driveway application may be processed.

This completed driveway application form must be filed with the Town Clerk/Treasurer along with a nonrefundable \$250.00 application fee and applicable escrow deposit. (See Resolution 2010-03 Escrow Requirements.) Escrow balances may be refundable as provided in the Town's driveway ordinance.

Note: A building permit may not be issued for any parcel without an approved Town of Verona driveway construction permit.

REQUIRED INFORMATION

Landowner: STACEY BEAN (UNBRIDLED SPIRITS LLC) Applicant/Agent: SAME

Address: 3070 HIDDEN VIEW TRL Address: _____

Phone: _____ Cell: 608-577-6683 Phone: _____ Cell: _____

Email: sbeanmd@gmail.com Email: _____

Mailing Address for Completed Permits: Name: STACEY BEAN

Address: 3070 HIDDEN VIEW TRL City: VERONA State WI Zip 53593

Parcel # 062-0608-074-9060-4 Road to be Accessed by Driveway: WHITE CROSSING RD

Legal Description: 2782 White Crossing Rd 20 acres
SE 1/4 of Section 07, Township 06 North, Range 08 East, Dane Co. WI

Type of Proposed Use: NEW - *CHANGE of Use - RELOCATE IMPROVEMENT
CULVERT REPLACEMENT (circle one (1));

(*Change of Use applies should a Dane County Conditional Use Permit be required.)

- Agriculture \$1000.00
- Field Road \$1000.00
- Residential \$1000.00
- Commercial \$1500.00
- Industrial \$1500.00
- Temporary/Access Drive \$500.00

Improvement or Culvert Replacement \$300.00

Driveway Length & Width: ~1200 x 15 Feet
(proposed)

Existing Drive: Y N

Existing Culvert: Y N

If yes, approx. Diameter 15"? (INCHES)

Date of Proposed Driveway Construction: FALL 2020 OR SPRING 2021

Additional Comments: I HAVE RECEIVED MY PERMIT FROM THE DNR & DEPT OF U.S. ARMY CORPS OF ENGINEERS. IN ADDITION TO THE TOWN OF VERONA PERMIT, I AM AWARE THAT I ALSO NEED TO APPLY FOR A REZONE PERMIT, A FLOODPLAIN DEVELOPMENT PERMIT, A WATER QUALITY CERTIFICATION WAIVER, AND A DANE COUNTY
The undersigned hereby applies for a driveway permit at the above location in accordance with the Town of Verona Driveway Ordinance 2004-02.

Landowner or Applicant Signature: [Signature] Date: 5/12/2020
(If applicant is not the property owner, attach a notarized statement authorizing applicant to act as landowner's agent.)

REQUIRED APPLICATION MATERIALS

- 1) The required application fee and escrow deposit.
- 2) A scale drawing of the property parcel. Be sure to include the following, when submitting your driveway construction drawing or diagram.
 - The relationship of the driveway to property lines, structures and existing private roads and public highways.
 - The proposed or existing driveway location. Distances from the existing property lines to the centerline of the driveway shall be dimensioned to establish the driveway location. The length, width, and radius of all curves of the driveway shall be included.
 - The width of the driveway at the edge of roadway shall be dimensioned.
 - The slope of the driveway and the slopes on your property.
 - All buildings existing and any new buildings intended to be added to the parcel.
 - The location and size of any culverts.
 - The location and structure of any retaining walls.
- 3) An approved copy of a Dane County erosion control plan, which includes the drive or a copy of an approved erosion control plan for 1 & 2 family dwelling construction site plan.

RETURN COMPLETED APPLICATION TO:

Tammy Dresser
Town of Verona
7669 County Highway PD
Verona, WI 53593-1035
608-845-7187 / 608-845-7143 Fax

OFFICE USE ONLY:

NONREFUNDABLE APPLICATION FEE RECEIVED: AMOUNT: \$ _____ DATE: _____

ESCROW DEPOSIT RECEIVED: AMOUNT: \$ _____ DATE: _____

Plan Reviewed – Site Visit: _____ Date: _____

Verona Fire Department Review: MATT MILLER VIA EMAIL Date: 7-14-20

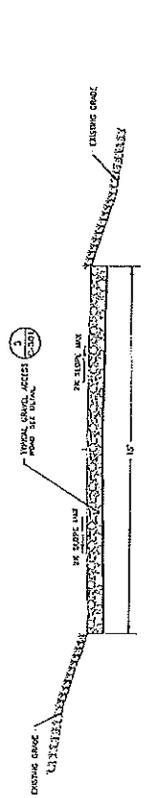
Approved

Denied

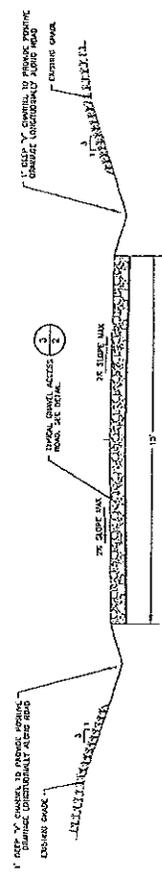
DETERMINATION: _____

NEXT PUBLIC WORKS MEETING: _____

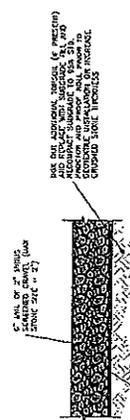
NEXT TOWN BOARD MEETING: _____



TYPICAL ACCESS ROAD
SECTION 1
SCALE: 1/2" = 1'-0"



TYPICAL ACCESS ROAD WITH SWALE
SECTION 2
SCALE: 1/2" = 1'-0"



TYPICAL GRAVEL ACCESS ROAD
DETAIL 1
SCALE: 1/2" = 1'-0"

- NOTES:
1. SUBMITTANCE SHALL REQUIRE TO SUBMIT AN ORIGINAL FOR REVIEW AND APPROVAL.
 2. SUBMITTANCE SHALL REQUIRE SUBMITTANCE TO PROVIDE SAMPLES OF ALL MATERIALS TO BE USED.
 3. MATERIALS SHALL BE TESTED AND APPROVED BY THE ENGINEER.
 4. SUBMITTANCE SHALL BE CONFORMANT WITH THE REQUIREMENTS OF THE SPECIFICATIONS.

WORKING COPY

UNBLENDED SURVIVALS LLC
DANE COUNTY, WISCONSIN

TETRA TECH

NO.	DATE	DESCRIPTION	BY	APP'D BY
1	08/11/2010	ISSUED FOR PERMITS
2	08/11/2010	ISSUED FOR PERMITS
3	08/11/2010	ISSUED FOR PERMITS
4	08/11/2010	ISSUED FOR PERMITS
5	08/11/2010	ISSUED FOR PERMITS
6	08/11/2010	ISSUED FOR PERMITS
7	08/11/2010	ISSUED FOR PERMITS
8	08/11/2010	ISSUED FOR PERMITS
9	08/11/2010	ISSUED FOR PERMITS
10	08/11/2010	ISSUED FOR PERMITS

PROJECT NO. 1000000000
SHEET NO. 2
PROJECT TITLE: DETAILS

Dane County Rezone & Conditional Use Permit

Application Date	Petition Number
06/30/2020	DCPREZ-2020-11580
Public Hearing Date	C.U.P. Number
09/22/2020	

OWNER INFORMATION		AGENT INFORMATION	
OWNER NAME UNBRIDLED SPIRITS LLC	PHONE (with Area Code) (608) 577-6683	AGENT NAME TETRA TECH	PHONE (with Area Code) (608) 346-1677
BILLING ADDRESS (Number & Street) 3070 HIDDEN VIEW TRL		ADDRESS (Number & Street) 8413 EXCELSIOR DRIVE, SUITE 160	
(City, State, Zip) VERONA, WI 53593		(City, State, Zip) MADISON, WI 53717	
E-MAIL ADDRESS SBEANMD@GMAIL.COM		E-MAIL ADDRESS LUKE.SPECKETER@TETRATECH.COM	

ADDRESS/LOCATION 1		ADDRESS/LOCATION 2		ADDRESS/LOCATION 3	
ADDRESS OR LOCATION OF REZONE/CUP		ADDRESS OR LOCATION OF REZONE/CUP		ADDRESS OR LOCATION OF REZONE/CUP	
2782 WHITE CROSSING ROAD					
TOWNSHIP VERONA	SECTION 7	TOWNSHIP	SECTION	TOWNSHIP	SECTION
PARCEL NUMBERS INVOLVED		PARCEL NUMBERS INVOLVED		PARCEL NUMBERS INVOLVED	
0608-074-9060-4					

REASON FOR REZONE			CUP DESCRIPTION	
REZONE IS TO REMOVE PART OF PROPERTY OUT OF WETLANDS.				

FROM DISTRICT:	TO DISTRICT:	ACRES:	DANE COUNTY CODE OF ORDINANCE SECTION	ACRES
RM-16 Rural Mixed-Use District	RM-16 Rural Mixed-Use District	0.5		

C.S.M REQUIRED? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No Applicant Initials _____	PLAT REQUIRED? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No Applicant Initials _____	DEED RESTRICTION REQUIRED? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No Applicant Initials _____	INSPECTOR'S INITIALS PMK2	SIGNATURE:(Owner or Agent) 
--	---	---	----------------------------------	---

COMMENTS: REZONE IS TO REMOVE PART OF PROPERTY OUT OF WETLANDS.

PRINT NAME: Luke Specketer
DATE: 6/30/2020

2020 - 08
Town of Verona
WI DNR NR 208 Compliance Maintenance for 2019

Resolution for the Compliance Maintenance to WI DNR for the Annual
Report on Town of Verona Wastewater Treatment Collection System
(sewer lines)

WHEREAS, it is a requirement under the Wisconsin Pollutant Discharge Elimination System (WPDES) permit issued by the Wisconsin Department of Natural Resources to file a Compliance Maintenance Annual Report (CMAR) for its wastewater treatment/wastewater collection system under Wisconsin Administrative Code NR 208; and

WHEREAS, it is necessary to acknowledge that the governing body has reviewed the Compliance Maintenance Annual Report (CMAR) attached as Exhibit A for year 2019; and

WHEREAS, the Town of Verona has received an "A" rating;

BE IT THEREFORE RESOLVED, by the Town Board of the Town of Verona that the following actions will be taken to ensure continued compliance of Utility District #1 collection system as identified in the Compliance Maintenance Annual Report (CMAR) as follows:

- Continue to compare actual costs with those forecast in the five-year financial management plan
- Work with the City of Fitchburg on an agreement to maintain the shared main along Fitchrona Road and to address with infiltration/outflow issues in a cooperative manner
- Continue to address maintenance issues based upon televising reports from preceding year

ADOPTED by the Town of Verona Board on August 4, 2020, Dane County, Wisconsin.

Mark Geller, Town Chair

I hereby certify that the foregoing resolution was duly adopted by the Town of Verona Board at a legal meeting on the 4th day of August, 2020.

Teresa Withee, Clerk/Treasurer

Dated 8/4/2020

Compliance Maintenance Annual Report

Verona Utility District 1

Last Updated: Reporting For:
7/31/2020 **2019**

Financial Management

<p>1. Provider of Financial Information</p> <p>Name: <input style="width: 300px;" type="text" value="Christopher Barnes"/></p> <p>Telephone: <input style="width: 150px;" type="text" value="6088074471"/> (XXX) XXX-XXXX</p> <p>E-Mail Address (optional): <input style="width: 300px;" type="text" value="cbarnes@town.verona.wi.us"/></p>													
<p>2. Treatment Works Operating Revenues</p> <p>2.1 Are User Charges or other revenues sufficient to cover O&M expenses for your wastewater treatment plant AND/OR collection system ?</p> <p>● Yes (0 points) <input type="checkbox"/><input type="checkbox"/></p> <p>○ No (40 points)</p> <p>If No, please explain:</p> <div style="border: 1px solid black; height: 20px; width: 100%;"></div> <p>2.2 When was the User Charge System or other revenue source(s) last reviewed and/or revised?</p> <p>Year: <input style="width: 100px;" type="text" value="2019"/></p> <p>● 0-2 years ago (0 points) <input type="checkbox"/><input type="checkbox"/></p> <p>○ 3 or more years ago (20 points) <input type="checkbox"/><input type="checkbox"/></p> <p>○ N/A (private facility)</p> <p>2.3 Did you have a special account (e.g., CFWP required segregated Replacement Fund, etc.) or financial resources available for repairing or replacing equipment for your wastewater treatment plant and/or collection system?</p> <p>● Yes (0 points)</p> <p>○ No (40 points)</p>	0												
<p>REPLACEMENT FUNDS [PUBLIC MUNICIPAL FACILITIES SHALL COMPLETE QUESTION 3]</p>													
<p>3. Equipment Replacement Funds</p> <p>3.1 When was the Equipment Replacement Fund last reviewed and/or revised?</p> <p>Year: <input style="width: 100px;" type="text" value="2019"/></p> <p>● 1-2 years ago (0 points) <input type="checkbox"/><input type="checkbox"/></p> <p>○ 3 or more years ago (20 points) <input type="checkbox"/><input type="checkbox"/></p> <p>○ N/A</p> <p>If N/A, please explain:</p> <div style="border: 1px solid black; height: 20px; width: 100%;"></div>													
<p>3.2 Equipment Replacement Fund Activity</p> <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 60%;">3.2.1 Ending Balance Reported on Last Year's CMAR</td> <td style="width: 5%; text-align: right;">\$</td> <td style="width: 35%; text-align: center;"><input style="width: 150px;" type="text" value="70,830.81"/></td> </tr> <tr> <td>3.2.2 Adjustments - if necessary (e.g. earned interest, audit correction, withdrawal of excess funds, increase making up previous shortfall, etc.)</td> <td style="text-align: right;">\$</td> <td style="text-align: center;"><input style="width: 150px;" type="text" value="0.00"/></td> </tr> <tr> <td>3.2.3 Adjusted January 1st Beginning Balance</td> <td style="text-align: right;">\$</td> <td style="text-align: center;"><input style="width: 150px;" type="text" value="70,830.81"/></td> </tr> <tr> <td>3.2.4 Additions to Fund (e.g. portion of User Fee, earned interest, etc.)</td> <td style="text-align: right;">\$</td> <td style="text-align: center;"><input style="width: 150px;" type="text" value="66,033.00"/></td> </tr> </table>	3.2.1 Ending Balance Reported on Last Year's CMAR	\$	<input style="width: 150px;" type="text" value="70,830.81"/>	3.2.2 Adjustments - if necessary (e.g. earned interest, audit correction, withdrawal of excess funds, increase making up previous shortfall, etc.)	\$	<input style="width: 150px;" type="text" value="0.00"/>	3.2.3 Adjusted January 1st Beginning Balance	\$	<input style="width: 150px;" type="text" value="70,830.81"/>	3.2.4 Additions to Fund (e.g. portion of User Fee, earned interest, etc.)	\$	<input style="width: 150px;" type="text" value="66,033.00"/>	
3.2.1 Ending Balance Reported on Last Year's CMAR	\$	<input style="width: 150px;" type="text" value="70,830.81"/>											
3.2.2 Adjustments - if necessary (e.g. earned interest, audit correction, withdrawal of excess funds, increase making up previous shortfall, etc.)	\$	<input style="width: 150px;" type="text" value="0.00"/>											
3.2.3 Adjusted January 1st Beginning Balance	\$	<input style="width: 150px;" type="text" value="70,830.81"/>											
3.2.4 Additions to Fund (e.g. portion of User Fee, earned interest, etc.)	\$	<input style="width: 150px;" type="text" value="66,033.00"/>											

Financial Report

A/R Aging (as of June 30th, 2020)

	0-30	31-60	61-90	91-120	121-150	151-180	180+	Total
Current	\$283,376	\$83,402	\$47,421	\$17,321	\$5,847	\$96	\$13,488	\$450,951
Current %	62.8%	18.5%	10.5%	3.8%	1.3%	0.0%	3.0%	100.0%
Goals	40.0%	20.0%	10.0%	7.0%	5.0%	3.0%	15.0%	100.0%

Cash on Hand (June 30th, 2020)

	6/30/2020	Previous Month	Previous Year	Change from Prev Month	Change from Prev Year
Checking/Market	\$ 199,873.00	\$ 278,859.64	\$ 405,586.97	\$ (78,986.64)	\$ (205,713.97)
Savings	\$ 30,369.13	\$ 31,766.38	\$ 29,582.68	\$ (1,397.25)	\$ 786.45
Oak Bank - CD	\$ 303,623.41	\$ 303,623.41	\$ 489,764.43	\$ -	\$ (186,141.02)
WISC Funds	\$ 242,424.18	\$ 242,372.15	\$ -	\$ 52.03	\$ -
Total Cash	\$ 776,289.72	\$ 856,621.58	\$ 924,934.08	\$ (80,331.86)	\$ (148,644.36)

Assigned Fund Balances - Oak Bank (June 30th, 2020)

	6/30/2020	Previous Month	Previous Year	Change from Prev Month	Change from Prev Year
Sick Time/Insurance (CD)	\$ -	\$ -	\$ 129,673.40	\$ -	\$ (129,673.40)
Labor Negotiations (CD)	\$ -	\$ -	\$ 24,000.00	\$ -	\$ (24,000.00)
Ambulance Sale/Purch (CD)	\$ 9,097.46	\$ 9,097.46	\$ 9,097.46	\$ -	\$ -
FAP Funds (Restricted)	\$ 5,749.79	\$ 6,859.73	\$ 4,165.12	\$ (1,109.94)	\$ 1,584.67
EPIC Grant/Bike Medic	\$ 792.39	\$ 1,082.39	\$ 1,082.39	\$ (290.00)	\$ (290.00)
CARES Act Funds	\$ 24,834.23	\$ 24,834.23	\$ -	\$ -	\$ (24,834.23)
Total Assigned Funds	\$ 40,473.87	\$ 41,873.81	\$ 168,018.37	\$ (1,399.94)	\$ (127,544.50)

Assigned Fund Balances - WISC (June 30th,2020)

	6/30/2020	Previous Month	Previous Year	Change from Prev Month	Change from Prev Year
Post-Retirement Health Fund	\$ 218,424.18	\$ 218,372.15	\$ -	\$ 52.03	\$ 218,424.18
Labor Negotiations	\$ 24,000.00	\$ 24,000.00	\$ -	\$ -	\$ 24,000.00
Total Assigned Funds	\$ 242,424.18	\$ 242,372.15	\$ -	\$ 52.03	\$ 242,424.18

Donations

July Milestones

Gary Salmela - 19 years (FTE)
Andrew Jensen - 7 years (LTE and FTE)

Comparables

Service	2016	2017	2018	2019	Percent Change 18-19
Fitch-Rona EMS	2894	3077	3245	3443	6.1%
Sun Prairie EMS	2467	2828	2839	3165	11.5%
Middleton EMS	1776	1816	1825	1969	7.9%

Compliance Maintenance Annual Report

Verona Utility District 1

Last Updated: Reporting For:
7/31/2020 **2019**

3.2.5 Subtractions from Fund (e.g., equipment replacement, major repairs - use description box 3.2.6.1 below*) -

\$ 52,240.00

3.2.6 Ending Balance as of December 31st for CMAR Reporting Year

\$ 84,623.81

All Sources: This ending balance should include all Equipment Replacement Funds whether held in a bank account(s), certificate(s) of deposit, etc.

3.2.6.1 Indicate adjustments, equipment purchases, and/or major repairs from 3.2.5 above.

3.3 What amount should be in your Replacement Fund?

\$ 80,000.00

0

Please note: If you had a CFWP loan, this amount was originally based on the Financial Assistance Agreement (FAA) and should be regularly updated as needed. Further calculation instructions and an example can be found by clicking the SectionInstructions link under Info header in the left-side menu.

3.3.1 Is the December 31 Ending Balance in your Replacement Fund above, (#3.2.6) equal to, or greater than the amount that should be in it (#3.3)?

- Yes
- No

If No, please explain.

4. Future Planning

4.1 During the next ten years, will you be involved in formal planning for upgrading, rehabilitating, or new construction of your treatment facility or collection system?

- Yes - If Yes, please provide major project information, if not already listed below.
- No

Project #	Project Description	Estimated Cost	Approximate Construction Year
1	In 2013 the maintenance history of the system was compiled into a spreadsheet to chronicle the construction phases, televising history, and repair history. Based upon this detailed report, the Utility District Board authorized \$18,400 in the 2014 budget to televise those portions of the system with the least history and to address the most urgent repairs.	18400	2014
2	In 2014, based upon 2013 televising and the spreadsheet of televising history, the Utility Board authorized the balance of repairs recommended in 2013 including relining, root cutting, and additional televising. The Board authorized \$43,000 to cover the costs listed above to be completed in Budget Year 2015.	43000	2015
3	In 2015, 829 feet of 8" vitrified clay pipe main was relined. Two displaced taps along the same section had to be removed and replaced. Two hours of root cutting were also performed in addition to cleaning and televising 2,462 feet of sewer main. An additional \$4,533 was authorized from reserves beyond the 2015 budget adopted in 2014 to dig and remove displaced taps. Based upon 2015 televising, minimal root cutting and repair of a displaced tap were included with the televising of 1,874 feet of sewer main for a total maintenance/repair budget of \$22,950 for 2016.	22950	2016

Compliance Maintenance Annual Report

Verona Utility District 1

Last Updated: Reporting For:
7/31/2020 **2019**

4	In 2016 2,352 linear feet of sewer lines were cleaned and televised (478 feet more than originally estimated in 2015). One displaced tap revealed by 2015 televising had to be excavated to be repaired. Televising revealed a manhole that had settled 6" from its original placement. In order to analyze the type of repair/replacement of the structure that was needed, a soil boring next to the manhole was conducted and analyzed by a soil engineer. The soil surrounding manhole #10 was stable and well-drained sand atop sandstone. However, the Utility District Board decided the two quotes that were submitted were not comparable. As a consequence, the project was rebid in early 2017. The estimated cost to replace the manhole and add a collar to manhole #9 in 2017 is \$41,000. The City of Fitchburg televised shared portions of sewer line along Fitchrona Road in 2016 which removed the need to televise this portion in 2016.	41000	2017
5	Additional de-watering costs were incurred when replacing MH#10 in 2017 that will be paid in 2018. 2,022 feet of 8" VCP will be cleaned and televised in 2018. 2017 post-construction televising revealed GWI around the base of MH#9; this will require extensive grouting to seal. Root cutting near MH#16 will be conducted in 2018. Televising in 2018 did not reveal any major defects; if there is money left after grouting MH#9, mineral deposits will be removed upstream of MH#10 and that seam grouted to eliminate GWI at that location.	27965	2018
6	The manhole for monitoring the flow rate and composition of influent will be relocated in 2019 with the construction of a roundabout by the City of Fitchburg. A new monitoring manhole will be constructed to the west of the existing one as the replacement. The cost will be shared with the City of Fitchburg due to their construction eliminating the Town of Verona Utility District structure.	14500	2019
7	Televising and relining of portions of the pipe and manhole system adjacent to Goose Lake	18,000	2021

5. Financial Management General Comments

ENERGY EFFICIENCY AND USE

6. Collection System

6.1 Energy Usage

6.1.1 Enter the monthly energy usage from the different energy sources:

COLLECTION SYSTEM PUMPAGE: Total Power Consumed

Number of Municipally Owned Pump/Lift Stations:

	Electricity Consumed (kWh)	Natural Gas Consumed (therms)
January		
February		
March		
April		
May		
June		
July		
August		
September		
October		
November		
December		
Total	0	0
Average	0	0

Compliance Maintenance Annual Report

Verona Utility District 1

Last Updated: Reporting For:
7/31/2020 **2019**

6.1.2 Comments:

6.2 Energy Related Processes and Equipment

6.2.1 Indicate equipment and practices utilized at your pump/lift stations (Check all that apply):

- Comminution or Screening
- Extended Shaft Pumps
- Flow Metering and Recording
- Pneumatic Pumping
- SCADA System
- Self-Priming Pumps
- Submersible Pumps
- Variable Speed Drives
- Other:

6.2.2 Comments:

6.3 Has an Energy Study been performed for your pump/lift stations?

- No
- Yes

Year:

By Whom:

Describe and Comment:

6.4 Future Energy Related Equipment

6.4.1 What energy efficient equipment or practices do you have planned for the future for your pump/lift stations?

Total Points Generated	-
Score (100 - Total Points Generated)	-
Section Grade	-

Compliance Maintenance Annual Report

Verona Utility District 1

Last Updated: Reporting For:
7/31/2020 2019

Sanitary Sewer Collection Systems

1. Capacity, Management, Operation, and Maintenance (CMOM) Program

1.1 Do you have a CMOM program that is being implemented?

- Yes
- No

If No, explain:

1.2 Do you have a CMOM program that contains all the applicable components and items according to Wisc. Adm Code NR 210.23 (4)?

- Yes
- No (30 points)
- N/A

If No or N/A, explain:

1.3 Does your CMOM program contain the following components and items? (check the components and items that apply)

- Goals [NR 210.23 (4)(a)]

Describe the major goals you had for your collection system last year:

Installation of new flow monitoring manhole with MMSD in connection with Fitchrona Road Roundabout. Grouting of the base of Manhole #9

Did you accomplish them?

- Yes
- No

If No, explain:

The high water level of Goose Lake prevented the grouting of MH #9 since the the lake level has risen about the MH. This work will be scheduled for 2020 if water levels decrease.

- Organization [NR 210.23 (4) (b)]

Does this chapter of your CMOM include:

- Organizational structure and positions (eg. organizational chart and position descriptions)
- Internal and external lines of communication responsibilities
- Person(s) responsible for reporting overflow events to the department and the public

- Legal Authority [NR 210.23 (4) (c)]

What is the legally binding document that regulates the use of your sewer system?

Utility District Ordinance 1999-01

If you have a Sewer Use Ordinance or other similar document, when was it last reviewed and revised? (MM/DD/YYYY) 2017-11-21

Does your sewer use ordinance or other legally binding document address the following:

- Private property inflow and infiltration
- New sewer and building sewer design, construction, installation, testing and inspection
- Rehabilitated sewer and lift station installation, testing and inspection
- Sewage flows satellite system and large private users are monitored and controlled, as necessary
- Fat, oil and grease control
- Enforcement procedures for sewer use non-compliance
- Operation and Maintenance [NR 210.23 (4) (d)]

Does your operation and maintenance program and equipment include the following:

- Equipment and replacement part inventories
- Up-to-date sewer system map

Compliance Maintenance Annual Report

Verona Utility District 1

Last Updated: Reporting For:
7/31/2020 **2019**

A management system (computer database and/or file system) for collection system information for O&M activities, investigation and rehabilitation
 A description of routine operation and maintenance activities (see question 2 below)
 Capacity assessment program
 Basement back assessment and correction
 Regular O&M training
 Design and Performance Provisions [NR 210.23 (4) (e)]
 What standards and procedures are established for the design, construction, and inspection of the sewer collection system, including building sewers and interceptor sewers on private property?
 State Plumbing Code, DNR NR 110 Standards and/or local Municipal Code Requirements
 Construction, Inspection, and Testing
 Others:

Overflow Emergency Response Plan [NR 210.23 (4) (f)]
 Does your emergency response capability include:
 Responsible personnel communication procedures
 Response order, timing and clean-up
 Public notification protocols
 Training
 Emergency operation protocols and implementation procedures
 Annual Self-Auditing of your CMOM Program [NR 210.23 (5)]
 Special Studies Last Year (check only those that apply):
 Infiltration/Inflow (I/I) Analysis
 Sewer System Evaluation Survey (SSES)
 Sewer Evaluation and Capacity Management Plan (SECAP)
 Lift Station Evaluation Report
 Others:

0

2. Operation and Maintenance

2.1 Did your sanitary sewer collection system maintenance program include the following maintenance activities? Complete all that apply and indicate the amount maintained.

Cleaning	<input type="text" value="10"/>	% of system/year
Root removal	<input type="text" value="0"/>	% of system/year
Flow monitoring	<input type="text" value="0"/>	% of system/year
Smoke testing	<input type="text" value="0"/>	% of system/year
Sewer line televising	<input type="text" value="0"/>	% of system/year
Manhole inspections	<input type="text" value="10"/>	% of system/year
Lift station O&M	<input type="text" value="0"/>	# per L.S./year
Manhole rehabilitation	<input type="text" value="5"/>	% of manholes rehabbed
Mainline rehabilitation	<input type="text" value="0"/>	% of sewer lines rehabbed
Private sewer inspections	<input type="text" value="1"/>	% of system/year

Compliance Maintenance Annual Report

Verona Utility District 1

Last Updated: Reporting For:
7/31/2020 **2019**

Private sewer I/I removal % of private services

River or water crossings % of pipe crossings evaluated or maintained

Please include additional comments about your sanitary sewer collection system below:

The system is primarily clay pipe in good condition. Sewage is pumped thru a MMSD lift station and treated by MMSD.

3. Performance Indicators

3.1 Provide the following collection system and flow information for the past year.

<input type="text" value="46.4"/>	Total actual amount of precipitation last year in inches
<input type="text" value="34.3"/>	Annual average precipitation (for your location)
<input type="text" value="2.81"/>	Miles of sanitary sewer
<input type="text" value="0"/>	Number of lift stations
<input type="text" value="0"/>	Number of lift station failures
<input type="text" value="0"/>	Number of sewer pipe failures
<input type="text" value="0"/>	Number of basement backup occurrences
<input type="text" value="0"/>	Number of complaints
<input type="text"/>	Average daily flow in MGD (if available)
<input type="text"/>	Peak monthly flow in MGD (if available)
<input type="text"/>	Peak hourly flow in MGD (if available)

3.2 Performance ratios for the past year:

<input type="text" value="NaN"/>	Lift station failures (failures/year)
<input type="text" value="0.00"/>	Sewer pipe failures (pipe failures/sewer mile/yr)
<input type="text" value="0.00"/>	Sanitary sewer overflows (number/sewer mile/yr)
<input type="text" value="0.00"/>	Basement backups (number/sewer mile)
<input type="text" value="0.00"/>	Complaints (number/sewer mile)
<input type="text"/>	Peaking factor ratio (Peak Monthly:Annual Daily Avg)
<input type="text"/>	Peaking factor ratio (Peak Hourly:Annual Daily Avg)

4. Overflows

LIST OF SANITARY SEWER (SSO) AND TREATMENT FACILITY (TFO) OVERFLOWS REPORTED **

Date	Location	Cause	Estimated Volume (MG)
None reported			

** If there were any SSOs or TFOs that are not listed above, please contact the DNR and stop work on this section until corrected.

5. Infiltration / Inflow (I/I)

5.1 Was infiltration/inflow (I/I) significant in your community last year?

- Yes
- No

If Yes, please describe:

5.2 Has infiltration/inflow and resultant high flows affected performance or created problems in your collection system, lift stations, or treatment plant at any time in the past year?

Compliance Maintenance Annual Report

Verona Utility District 1

Last Updated: Reporting For:
7/31/2020 **2019**

<p><input type="radio"/> Yes</p> <p><input checked="" type="radio"/> No</p> <p>If Yes, please describe:</p> <div style="border: 1px solid black; height: 20px; width: 100%;"></div>	
<p>5.3 Explain any infiltration/inflow (I/I) changes this year from previous years:</p> <div style="border: 1px solid black; height: 20px; width: 100%;"></div>	
<p>5.4 What is being done to address infiltration/inflow in your collection system?</p> <div style="border: 1px solid black; padding: 2px;">Sealing of manhole structions with chimney seals, grouting and relining of sewer as detected.</div>	

Total Points Generated	
Score (100 - Total Points Generated)	
Section Grade	

Compliance Maintenance Annual Report

Verona Utility District 1

Last Updated: Reporting For:
7/31/2020 **2019**

Grading Summary

WPDES No: 0047341

SECTIONS	LETTER GRADE	GRADE POINTS	WEIGHTING FACTORS	SECTION POINTS
Financial	-			
Collection				
TOTALS			0	0
GRADE POINT AVERAGE (GPA) =				

Notes:

- A = Voluntary Range (Response Optional)
- B = Voluntary Range (Response Optional)
- C = Recommendation Range (Response Required)
- D = Action Range (Response Required)
- F = Action Range (Response Required)

Compliance Maintenance Annual Report

Verona Utility District 1

Last Updated: Reporting For:
7/31/2020 **2019**

Resolution or Owner's Statement

Name of Governing
Body or Owner:

Town of Verona

Date of Resolution or
Action Taken:

2020-08-04

Resolution Number:

2020-08

Date of Submittal:

ACTIONS SET FORTH BY THE GOVERNING BODY OR OWNER RELATING TO SPECIFIC CMAR SECTIONS (Optional for grade A or B. Required for grade C, D, or F):

Financial Management: Grade = -

Continue to compare actual expenses and capital needs with those forecast in the 5 year financial management plan.

Collection Systems: Grade =
(Regardless of grade, response required for Collection Systems if SSOs were reported)

Continue to televise and re-line sections of pipe identified as critical. Work with the City of Fitchburg to develop solutions to lower the level of Goose Lake.

ACTIONS SET FORTH BY THE GOVERNING BODY OR OWNER RELATING TO THE OVERALL GRADE POINT AVERAGE AND ANY GENERAL COMMENTS

(Optional for G.P.A. greater than or equal to 3.00, required for G.P.A. less than 3.00)

G.P.A. =



Patrick Anderson, EMS Chief

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Chief's Report

July-2020

EMS Calls for Service				
Month	2018	2019	2020	Change from Previous Year
January	285	287	326	14%
February	283	269	322	20%
March	244	250	274	10%
April	247	265	262	-1%
May	302	294	285	-3%
June	288	291	291	0%
July	270	307		
August	268	291		
September	280	296		
October	258	301		
November	267	280		
December	253	312		
Total	3,245	3,443	1760	6%

2020 Estimated Run Volume 3665

Special Reporting	Jun-20	Jun-19
Naloxone Administration	2	0
Car 15 Responses		9

Monthly Runs by Municipality				
Municipality	Jun-20	Jun-19	Year to Date	Percent of Total Runs to Date
City of Fitchburg	165	174	1083	62%
City of Verona	87	82	464	26%
Town of Verona	14	13	64	4%
City of Madison	3	6	14	1%
Town of Madison	2	0	12	1%
Belleville (District)	2	4	19	1%
Mount Horeb (Dist)	8	10	40	2%
Other	10	2	59	3%

Fractile Times for Previous Month (For Calls in the District/Transported Patients)		
	Service Median (in minutes)	90th Percentile (in minutes)
Notified to Enroute	1.54	2.83
En Route to Arrived on Scene	4.48	7.10
Notified to Arrived on Scene	6.21	8.93
On scene to Transporting	17.30	27.44
Transporting to Destination	15.58	21.09
At Destination to Unit in Service	13.45	22.75

Average calls per day - Previous Year (2019)	9.43
Average calls per day - Year to date	9.67

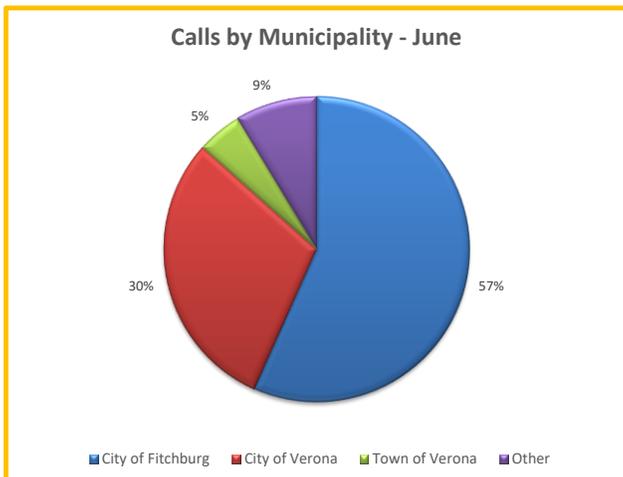
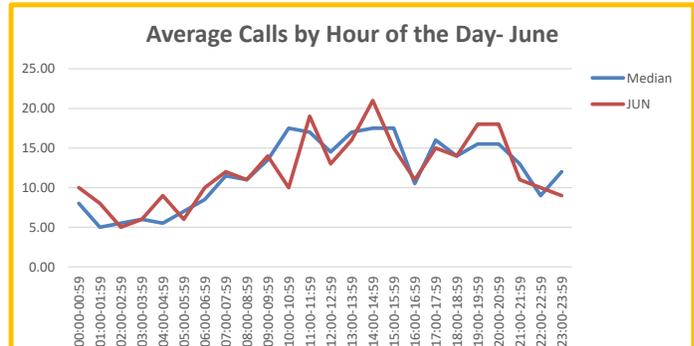
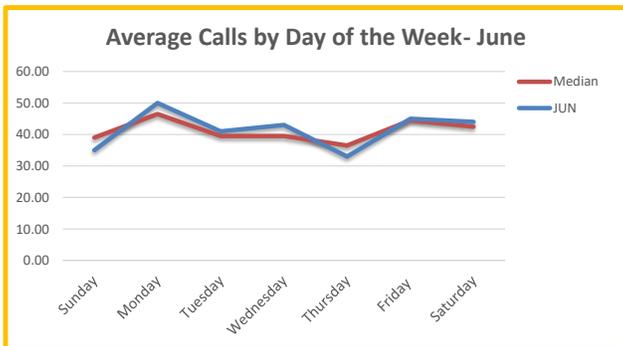
Training

July ALS Consortium Tng	
July FREMS Department Tng	Emergency Vehicle Operators Course
July Crew Training	Airway Management

Fitch-Rona Community Events

Event	Involvement
Horse Team Driving Competition	Gary and Jamie
Community / Area Events	

Statistics



Top 70% Dispatch Reasons for Calls for Service - June			
Previous Month	Current Month	Complaint	
2	1	Falls	14.43 %
1	2	Sick Person	13.40 %
3	3	Unconscious/Fainting	13.40 %
5	4	Breathing Problems	8.59 %
4	5	Chest Pain	7.90 %
7	6	Traumatic Injury	4.47 %
	7	Cardiac Arrest	3.78 %
6	8	Traffic Incident	3.44 %
	9	Assault	3.09 %
			72.50 %

Estimated Calls by Station - June		
Verona	106	36%
FB Sta 2	114	39%
FB Sta 3	71	24%

Financial Report

A/R Aging (as of June 30th, 2020)

	0-30	31-60	61-90	91-120	121-150	151-180	180+	Total
Current	\$283,376	\$83,402	\$47,421	\$17,321	\$5,847	\$96	\$13,488	\$450,951
Current %	62.8%	18.5%	10.5%	3.8%	1.3%	0.0%	3.0%	100.0%
Goals	40.0%	20.0%	10.0%	7.0%	5.0%	3.0%	15.0%	100.0%

Cash on Hand (June 30th, 2020)

	6/30/2020	Previous Month	Previous Year	Change from Prev Month	Change from Prev Year
Checking/Market	\$ 199,873.00	\$ 278,859.64	\$ 405,586.97	\$ (78,986.64)	\$ (205,713.97)
Savings	\$ 30,369.13	\$ 31,766.38	\$ 29,582.68	\$ (1,397.25)	\$ 786.45
Oak Bank - CD	\$ 303,623.41	\$ 303,623.41	\$ 489,764.43	\$ -	\$ (186,141.02)
WISC Funds	\$ 242,424.18	\$ 242,372.15	\$ -	\$ 52.03	\$ -
Total Cash	\$ 776,289.72	\$ 856,621.58	\$ 924,934.08	\$ (80,331.86)	\$ (148,644.36)

Assigned Fund Balances - Oak Bank (June 30th, 2020)

	6/30/2020	Previous Month	Previous Year	Change from Prev Month	Change from Prev Year
Sick Time/Insurance (CD)	\$ -	\$ -	\$ 129,673.40	\$ -	\$ (129,673.40)
Labor Negotiations (CD)	\$ -	\$ -	\$ 24,000.00	\$ -	\$ (24,000.00)
Ambulance Sale/Purch (CD)	\$ 9,097.46	\$ 9,097.46	\$ 9,097.46	\$ -	\$ -
FAP Funds (Restricted)	\$ 5,749.79	\$ 6,859.73	\$ 4,165.12	\$ (1,109.94)	\$ 1,584.67
EPIC Grant/Bike Medic	\$ 792.39	\$ 1,082.39	\$ 1,082.39	\$ (290.00)	\$ (290.00)
CARES Act Funds	\$ 24,834.23	\$ 24,834.23	\$ -	\$ -	\$ (24,834.23)
Total Assigned Funds	\$ 40,473.87	\$ 41,873.81	\$ 168,018.37	\$ (1,399.94)	\$ (127,544.50)

Assigned Fund Balances - WISC (June 30th,2020)

	6/30/2020	Previous Month	Previous Year	Change from Prev Month	Change from Prev Year
Post-Retirement Health Fund	\$ 218,424.18	\$ 218,372.15	\$ -	\$ 52.03	\$ 218,424.18
Labor Negotiations	\$ 24,000.00	\$ 24,000.00	\$ -	\$ -	\$ 24,000.00
Total Assigned Funds	\$ 242,424.18	\$ 242,372.15	\$ -	\$ 52.03	\$ 242,424.18

Donations

July Milestones

Gary Salmela - 19 years (FTE)
Andrew Jensen - 7 years (LTE and FTE)

Comparables

Service	2016	2017	2018	2019	Percent Change 18-19
Fitch-Rona EMS	2894	3077	3245	3443	6.1%
Sun Prairie EMS	2467	2828	2839	3165	11.5%
Middleton EMS	1776	1816	1825	1969	7.9%