

Public Works Committee Minutes

Tuesday, November 16, 2021, 6:30 PM

Town of Verona Hall, 7669 County Highway PD

Present: Phyllis Wiederhoeft - Chair, John Senseman, Manfred Enburg, Mike Duerst

Absent: Russ Swiggum

Also Present: Christopher Barnes, Public Works Director

Public Present: None

1. **Call to Order/Additions to Agenda/Approve Agenda** -- Chair Wiederhoeft called the meeting to order at 6:30 PM. Wiederhoeft asked for additions and approval of the minutes. Duerst moved to accept the agenda, second by Senseman. Motion carried.
2. **Action: Review Minutes of October 27, 2021** -- The minutes were reviewed by the committee. Duerst called for a motion to approve the October minutes as submitted. Seconded by Senseman, motion carried.
3. **Discussion and Possible Action: New residential Driveway extension of 1997-2005 County Highway PB** -- Wiederhoeft introduced the driveway permit and asked Barnes to summarize the staff recommendation. The new driveway is an extension of a driveway previously approved by the committee on May 25, 2021. Barnes reviewed the the conditions for the permit:
 - *Removal of brush and trees to 22 feet width at the driveway.*
 - *Removal of tree limbs lower than 16 feet.*
 - *Emergency access numbers at the junction of the driveway for identification of the individual lots.*

Duerst noted that the contractor had cleared the trees and brush from the existing driveway, but some additional clearing will be necessary. No further discussion. Wiederhoeft called for a motion. Enburg moved to approve the driveway second by Duerst. Motion carried.

4. **Information: Seasonal Winter Weather Snow and Ice Control Program** -- Wiederhoeft introduced the program, mentioned that she attended the kick-off meeting on October 31, 2021, and presented the snowplow routing map. Barnes mentioned that the routes were divided into 4 quadrants of the town to take advantage of the 4 plow vehicles. Barnes stated that the town was advertising for an additional on-call plow driver but had not received any inquires. The town has approximately 250 tons of salt and sand on hand and expected an additional 100 tons of salt as part of the annual contract. Wiederhoeft asked a that the map be posted to the town website for the information of the public. Barnes agreed and no further discussion.
5. **Information 2021 Road Mileage Certification and PASER Ratings** -- Barnes informed the committee of the process for updating the town mileage mapping which is used for annual general tax aid (GTA) payments for the town from the State of Wisconsin. Barnes stated that he would be including the new net mileage for the Prairie Circle extension and the Twin Rock subdivision, which is just over 1 mile in length, for 2021. Duerst stated that the annual reimbursement for

mileage is approximately \$2,000/mile (actual 2021 is \$2,628). Barnes state that all documents are due back to WISDOT by December 15, 2021.

6. **Information: Valley Road Bridge Engineering Update** - Wiederhoeft asked for an update. Barnes stated that a public information meeting was scheduled for December 14, 2021 at 6:00 pm. The consultant will have the current plans and estimates available at the meeting.
7. **Development Updates:**
 - a. **Twin Rock** -- No new developments; one house has started construction, and another is preparing for permits.
8. **Equipment Condition Update** – Barnes stated that the new loader wheels and tires had been installed for the cost of \$13,322.18 as quoted and approved by the town board.
9. **Schedule December 2021 Committee Meeting and Set Agenda** -- Next meeting will be December 21, 2021 at 6:30 pm. Capital improvement projects for 2022 will be discussed.
10. **Adjourn** -- Motion by Duerst to adjourn, seconded by Senseman, motion carried. Meeting adjourned at 8:07 pm.

Approved: December 21, 2021

Prepared by: W. Christopher Barnes