

Public Works Committee Agenda
Tuesday August 18, 2020 7:00 AM
Town of Verona Hall, 7669 County Highway PD

Via on-line Zoom software with provisions for in person participation at town office

Present: Mike Duerst (chair), John Senseman, Phyllis Wiederhoeft (on line), Manfred Enburg (on line)

Absent: Russ Swiggum

Also Present: Christopher Barnes, Public Works Project Manager, Mark Judd, Road Patrolman

Public Present: None

1. **Call to Order/Approve Agenda** - Chair Duerst call the meeting to order at 7:00 am. Wiederhoeft moved to approve agenda, Senseman seconded, motion carried
2. **Review Minutes of July 28, 2020** - Wiederhoeft corrected several spelling errors, Wiederhoeft moved to approve minutes as corrected. Senseman seconded, motion carried 4-0.
3. **Discussion and Possible Action: Driveway permit Sunset Moraine Farms LLC, 6403 CTH M** - Duerst introduced the proposed driveway construction and the history of the application. The applicant intends to build at last one house on the driveway with the future construction of at least one more house. Barnes described the driveway construction and that the Dane County Highway Department has already granted access for the driveway with the condition that the existing driveway located approximately 300 feet west be eliminated. The applicant has had a lengthy process to have the driveway plans approved by the Dane County Land and Water Division and that the construction includes the installation of a small storm water retention basin near CTH M. Verona Fire Department reviewed and approved the plan with the caveat that additional fire numbers be placed where the separate houses split off the main driveway. Senseman moved to recommend the driveway application to be considered by the Town Board with the condition that the existing driveway serving the address be closed per Dane County Highway Department, second by Wiederhoeft, motion carried. 4-0
4. **Discussion and Possible Action: Recommendation to Town Board to revise Driveway ordinance-tabled from July meeting** - Barnes stated that he will revise the draft resolution and send to the committee for review prior to the September meeting. Duerst agreed to take up the revised resolution at the September meeting.

5. **Discussion: Single Purpose Road analysis process** - Duerst opened the item and asked Wiederhoeft about any information she had gathered. Wiederhoeft stated that she had contacted several nearby local governments with the following information:

- a. Town of Montrose-no response
- b. Town of Middleton- no roads abandoned
- c. Town of Springdale-they abandoned several roads about 10 years ago. The criteria for abandoning the roads were that if the town road was really nothing but a driveway, (e.g.) one that met the Town of Springdale standards for a driveway, it was viewed as such. There were multiple people involved, including their Town Attorney. They had multiple public hearings, it was a very lengthy process, but in the end worth it.

Barnes discussed the difference between the annual general Transportation revenue of \$2638 per mile with the cost to improve the single purpose roads. The roads in the town generally under consideration are in fair condition with narrow widths and lack of drainage and ditches. Senseman stated that he considered up to three residences would be the threshold to vacate the road. Barnes stated that he would work on a definition of single purpose roads for the September meeting.

6. **Draft 2021-2031 Draft Capital improvement Plan:** Barnes stated that he had started a draft of the 2021-31 capital improvement plan with the intent to recognize that different classification so roads in the town should be considered in the plan. Barnes stated that the breakdown of the road categories are: primary roads 73%, rural subdivision roads 21.5%, single purpose roads 5.5%. The consensus of the committee was that the roads selected for improvement should reflect the approximate breakdown. Barnes stated that he would work towards that end in the upcoming budget cycle.

7. **Development Updates:**

- a. **Twin Rock Prairie Circle Development** – Barnes stated that construction was moving ahead with an early September start date and that a traffic order prohibiting parking on Spring Rose Road would be going to the Board for consideration.
- b. **Prairie Circle Development**-Barnes stated that the construction was scheduled to begin in early September with work on the CTH PD intersection to begin in mid-September

8. **Equipment Condition Update** – Judd stated that he had viewed the new Peterbilt plow truck at Madison Equipment and that it was scheduled for delivery in late October.
9. **Schedule September 2020 Committee Meeting and Set Agenda** - Next Meeting was set for September 29, 2020 with topics of Single Purpose Roads, and the Draft Capital Improvement Plan for 2021.

10. **Adjourn-** Senseman moved to adjourn, second by Wiederhoeft, motion carried
4-0

Approved: September 29, 2020

Prepared By: W. Christopher Barnes