

**Public Works Committee Minutes**  
**Tuesday December 29, 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 with masking and distancing*

**Present:** Mike Duerst (chair), John Senseman, Russ Swiggum, Phyllis Wiederhoeft (on line)

**Absent:** Manfred Enburg

**Also Present:** Christopher Barnes, Public Works Director, Mark Judd, Road Patrolman

**Public Present:** None

1. **Call to Order/Approve Agenda** - Chair Duerst called the meeting to order at 7:00 AM. The agenda was modified to include draft subdivision ordinance review. Senseman moved to accept the agenda, second by Wiederhoeft. Motion carried.
2. **Review Minutes of November 24, 2020** - the minutes were reviewed with changes suggested by Wiederhoeft. Duerst called for a motion to approve the November minutes as revised. Motion by Wiederhoeft, second by Senseman, motion carried.
3. **Discussion and Possible Action: Grandview Road Speed Study** - Barnes presented the memo and speed study prepared. The speed study was done in response to a speed discrepancy discovered in 2019 between the posted speed of 45 MPH and the lack of any adopted speed limit by the town. Barnes explained that the 45 MPH speed limits were removed and Grandview has a statutory speed limit of 55 MPH. Barnes explained that he prepared the analysis on Grandview from Fitchrona Road to Old PB. The analysis concluded that a posted 45 MPH speed limit was appropriate for the road. Wiederhoeft questioned if the hill on Grandview would warrant a lower speed limit similar to Sunset Drive. Barnes responded that the speed study took the hill sight distance into account. Wiederhoeft made a motion to recommend an adopted 45 MPH speed limit on Grandview Road, from Fitchrona Road to Old PB. Motion carried.
4. **Discussion: Draft Subdivision Ordinance Review** - Duerst asked Wiederhoeft to discuss the review she had completed on the pertinent sections of the ordinance. Barnes reviewed the comments that Wiederhoeft had made on each section. Wiederhoeft questioned the differences in definitions between the draft ordinance and the definitions used by the Public Works Committee. Wiederhoeft continued the review of her comments to the document. Discussion ensued. Barnes stated that he would draft a memo to the plan commission containing Wiederhoeft's comments, and after review by Wiederhoeft, he would send out to the committee for comments. Wiederhoeft asked about including a provision for adding impact fees to compensate the town for any damage for the construction of a subdivision. Swiggum explained about the process of issuing road haul permits which attempt to quantify the damage to town roads. No further discussion.
5. **Discussion: Border Road Jurisdiction and Maintenance Agreements** - Duerst asked Barnes to summarize the included draft agreement which, as recommended by Senseman, has been reviewed by the attorney. Barnes reviewed the proposed snow plow routing to accommodate the new Twin Rocks development. The agreement is only

relevant to snow and ice control. Wiederhoeft questioned if the criteria for plowing is the same between the two towns. Barnes replied that he was not aware of any policy in Springdale. Wiederhoeft asked if the agreement should be modified to include more than just winter maintenance. Barnes stated that if other work items were included, then that could impact the state transportation tax payments. Barnes further stated that it requires state approval to alter the actual jurisdiction of the road system and the task he was given was to limit the agreement to winter maintenance only. Duerst asked for a motion to move this item to the Town Board. Motion by Swiggum, second by Senseman, recommend the agreement to the board for further action. Motion carried.

6. **Discussion: Valley Road Bridge Engineering Review Committee** - Barnes stated that he included the Valley Road engineering selection information for the establishment of a selection committee. WISDOT recommends a minimum of 3, and ideally 5, members on the committee. Barnes explained the selection process for selecting professional services based on the qualifications of the firm to fit the engineering need. Wiederhoeft asked if anyone on Valley Road might be interested. Discussion ensued. The current committee members include the Town Chair (required), Duerst (PWC chair), Barnes, Gaskell, and one open position. Duerst stated that he had asked Phil Meinel, former PWC member, if he was interested. Barnes stated that he would contract Mr. Meinel to gauge his interest
7. **Discussion: Bridge Inspection** - Barnes stated that he had received the bi-annual bridge inspection reports from the Dane County bridge consultant. The action items on the report were fairly minor, and he and Mark Judd would address the items in the 2021 construction season.
8. **Development Updates:** Barnes stated:
  - a. **Twin Rock Prairie Circle Development** - Paving to occur in 2021. Gas and electric utilities are under construction. Gas utilities are making their way from County Highway PD to Spring Rose Road to the Twin Rocks site. No home construction will be until 2021.
  - b. **Prairie Circle Development**-The project is substantially complete. Road paving is complete to binder course. Final paving will occur in 2021. All utilities (electric, gas, fiber optic) are complete. A reduction of the letter of credit was approved for the completed work items.
  - c. **Proposed Dairy Ridge Development** - No new developments
9. **Equipment Condition Update** - Judd stated that the new plow truck is scheduled to be delivered in February of 2021. All snow plow equipment is in use for winter weather conditions. Duerst questioned if another truck equipment company should be considered for the next vehicle purchase.
10. **Schedule January 2021 Committee Meeting and Set Agenda** -The January meeting was set for the 26<sup>th</sup> at 7:00AM
11. **Adjourn**-Duerst called for adjournment, motion by Swiggum, second by Senseman. Motion carried. Adjourned at 8:28 AM.