

Public Works Committee Minutes
Thursday, March 30, 2021 7:00 A.M.

Town of Verona Hall, 7669 County Highway PD

Via online Zoom software with provisions for in-person participation at town office with masking and distancing

Present: Mike Duerst (chair), John Senseman, Phyllis Wiederhoeft (online), Manfred Enburg (online), Russ Swiggum

Absent: None

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. Senseman moved to accept the agenda, second by Enburg. Motion carried.
2. **Review Minutes of February 26, 2021** - The minutes were reviewed with changes made by Wiederhoeft. Duerst called for a motion to approve the February 26 minutes as submitted. Motion by Swiggum, second by Senseman, motion carried.
3. **Discussion and Possible Action: 2021 Road Maintenance Additional Work Areas** - Duerst asked for comments on the road conditions from the committee members. Barnes discussed the 2021 road maintenance project and that several areas could benefit from additional wedging and road repairs on Fitchrona Road, Sunset Drive, and Grandview Road. Enburg discussed possible repairs to Riverside Road to correct edge failures. General discussion followed. Barnes anticipated the work to occur in June and that he expected to report back to the committee in April.
4. **Discussion and Possible Action: Twin Rock Traffic Control Adoption Recommendation** - Duerst asked Barnes to review the memo contained in the agenda regarding adopting traffic control for the Twin Rock Subdivision. He stated that it was necessary to adopt the traffic regulations so they can be enforced by the Dane County Sheriff's department. General discussion followed. Motion by Swiggum and second by Enburg to recommend the traffic control regulations as stated in the agenda memo for Twin Rocks subdivision to the Town Board. Motion carried.
5. **Discussion: Joint Equipment Purchase Update** - Duerst opened discussion and asked for an update from Barnes. Barnes stated that he had been in contact with the Dane County Towns Association (Renee Lauder) and that the Association is able to send out an online survey (Survey Monkey) with questions regarding interest from towns in a joint equipment purchase. Barnes mentioned that there could be various pieces of equipment, such as a hot patching trailer, that might be of interest. Duerst discussed the operation and rental arrangement for the boom mower, and that it was rented by about four other towns in cooperation. Barnes mentioned the process used by staff for notifying property owners of the brush mowing. Barnes stated that he observed a difference in expectation of the operation between rural residential subdivisions such as Cross County

Circle and established town roads such as Fritz Road. Enburg stated that he thought the website could be more fully used for public works operations. Discussion followed. Barnes mentioned that a new website was forthcoming with an easier method for adding data and content. Wiederhoeft added that she had been working with staff to create a more functional website. Barnes to prepare sample questions for the survey. Discussion to be continued.

6. **Discussion: Brush, Yard Waste Issues Update** - Duerst opened the discussion by asking Barnes for an update on the brush/yard waste issues. Barnes stated that he has begun compiling a summary of each of the towns in Dane County which will detail the program of each of the towns. Barnes stated that he anticipated that there may be trends or commonality of the town operations. Wiederhoeft stated that the town is different in density and stated that the needs of the residents may vary due to the location in the town.
7. **Discussion: Valley Road Bridge Engineering Update** - Barnes stated that the review committee would be meeting with two short-listed consultants to make a selection and then submit to WISDOT. Once WISDOT concurs, the next step will be to establish a contract with the the successful consultant. Barnes stated that the selection would be based on the qualification of the firm and the best for this specific project. Barnes estimated that the engineering fee would typically be in the range of 7% of the construction cost. The engineering cost will be 80% federal cost and the local share is 20%. Half of the local share will be reimbursed by the county so that the final expense to the town will be 10% of the engineering cost.
8. **Development Updates:** Barnes stated:
 - a. **Twin Rock Prairie Circle Development** - No new work developments. Final road building and paving will occur this spring. Barnes stated that the first paving course had to be completed before any houses could be built. Discussion followed on the general low water levels this spring and frost conditions. Barnes explained that the water level of Goose Lake was down approximately one foot from last year.
 - b. **Prairie Circle Development** -The project is substantially complete. Two lots have been sold for new homes.
 - c. **Payne and Dolan Gravel Pit** - Duerst explained the closure and restoration of the State Route 69 gravel pit. Duerst mentioned that the restoration was completed last fall and no further information was available.
9. **Equipment Condition Update** - Judd stated that he has seen the new plow truck which is scheduled for delivery in Late May. Other vehicles were receiving typical service for the winter season.
10. **Schedule April 2021 Committee Meeting and Set Agenda** -The April meeting was set for the 27th at 7:00 A.M.
11. **Adjourn** - Duerst called for adjournment, motion by Senseman second by Swiggum. Motion carried. Adjourned at 8:28 A.M.