

**Present:** Manfred Enburg, John Senseman, Kirk Trainor, Russ Swiggum, Mike Duerst, and Phil Meinel  
(arrived at 7:11 AM)

**Also Present:** John Wright: Clerk-Treasurer, Amanda Arnold: Planner-Administrator, and Mark Judd: Road Patrolman

1. **Call to Order/Approve Agenda** – Chair Enburg called the meeting to order at 7:00 AM. Duerst moved to approve the agenda as amended; 2<sup>nd</sup> by Senseman. Motion carried.
2. **Approval of June Minutes** – Senseman moved to approve the minutes from June 26, 2018; 2<sup>nd</sup> Duerst. Motion carried.
3. **Possible Discussion and Action to Approve Field Road Access to Parcel 0608-034-9031-7 off of Raymond Road** – Planner-Administrator Arnold stated she was representing the property owner who could not attend today. The parcel is 8.782 acres of undeveloped land on the southwest end of Raymond Road that is being reconstructed by the City of Madison as part of the County Highway M and County Highway PD reconstruction projects. The owner is seeking to work with the contractors reconstructing the road to create a field road access to the property. Arnold reviewed two possible locations for access proposed by the City of Madison: one is opposite Wellness Way that is being constructed through the Qureshi property to the east; the other is to the north and east where there are more trees. Chair Enburg stated his preference for access opposite Wellness Way. It was noted that Raymond Road is still being reconstructed by the City of Madison. Enburg requested that Judd review the plans and conduct a site visit; without objection. Duerst moved to approve the field road access location based upon the opinion of the Town Patrolman after his review of the plan and site visit and in coordination with the City of Madison; 2<sup>nd</sup> Kirk Trainor. Motion carried. Chair Enburg instructed Arnold to request a set of plans for Raymond Road from the City of Madison; without objection.
4. **Discuss Preliminary 2019 Capital and Operating Budgets**
  - a. Capital equipment purchases – Chair Enburg noted that past action of this Committee was to recommend that the Town Board delay the purchase of a new truck to replace the 2007 Peterbilt and to consider replacing the box with a stainless steel one. According to Enburg, the Board approved a hot water pressure washer to extend the life of this and other motorized equipment. Patrolman Judd stated that the repairs and painting of the existing dump body held up well. Wright had updated the maintenance costs for each vehicle; Enburg estimated the average annual costs to maintain the 2007 Peterbilt at about \$3,500. Chair Enburg stated he thinks a fifteen year rotation for large truck replacement was more realistic than every ten years. He did not object to replacing the Ford F550 every five years and to continue to add to the sinking fund in order to replace vehicles at the proposed intervals; without objection. Enburg asked the members to come to the August meeting with priorities for other equipment purchases.
  - b. Capital road reconstruction – there was a brief discussion regarding some milling and wedging by the Riverside Road bridge. Replacement of that bridge will not be considered next year. Member Meinel recapped the options presented by MSA Professional Services to extend the life of the existing structure. Meinel discussed a third option to weld extensions to the piles and a saddle structure to the underside; an estimated cost would be \$145,000. It was noted that State bridge aid at a rate of 80 (State)/20 (municipality) cost-sharing may be increasingly difficult to receive. However, a 50/50 cost sharing through Dane County would be more realistic to achieve. Chair Enburg proposed a placeholder value of \$140,000 for this bridge and \$200,000 for street maintenance in the Capital Street budget line for 2019; without objection.
  - c. Road maintenance – Arnold reported that she and Wright met to discuss a proposal by the City of Verona to cost share the repair of a section of Range Trail to the east of the Cathedral Point subdivision in the City of Verona. The proposed cost share is as follows: 50% for the developer, 25% for the City of Verona, and 25% for the Town of Verona. This would not include the section by Purple Cow Organics to the north which the City plans to annex for its Public Works Department. Wright recommended a list of roads to chip seal in 2019: Whalen, Grandview,

Cross Country (the section wedged this year), Hula, Boulder Hill, Rock Ridge Court, and Timber south of Paulson. It was noted that although Epic is willing to help with improving Country View Road, Town dollars need to be dedicated to this as well in 2019. A recommendation was made to have MSA Services produce an estimate for the Town's portion of Country View Road; without objection. Wright noted that the City of Verona owns to the east for a substantial distance south of CTH PD, yet the Wisconsin DOT assigns all the maintenance of this section to the Town. Wright agreed to follow up with the DOT as to why this is the exception to the rule elsewhere in the Town; without objection. There followed a brief discussion of a possible special project in 2019 to address a paving deformation on Mid Town Road east of Timber Lane.

d. Other operating expenses including overtime – there was no update available at this time.

5. **Update on Road Reconstruction, Bridge Replacement, and Maintenance** – P-A Arnold reported that she sent bridge reports to the members by email; new reports will be available this coming fall.
6. **Report on Pilot Traffic Count** – Chair Enburg stated that he will donate the use of his equipment. He estimated that \$3,300 to \$3,500 would cover gathering and processing traffic data for one half of the Town roads. Enburg and Arnold will collaborate on the details; without objection.
7. **Additions to Levy Limit Report Previously Presented at the June Meeting** – C-T Wright reported that he and Chair Enburg met to review the existing list and determined that other factors did not influence the annual Town levy. There followed a brief discussion regarding the update to the Town Comprehensive Plan that assumes future population projections. It was noted, based upon those projections, that Dane County recommends land available for development equal 2.5 times the projected increase. Chair Enburg thought that a future Plan Commission agenda could include identification of land that would be appropriate for development.
8. **Updates to the Draft Driveway Ordinance and Construction Document Presented by Planner Administrator** – P-A Arnold reported that there are no new changes to discuss at this time. Chair Enburg noted that future discussions should include standards for culs-de-sac, dead end roads, and a policy for single purpose roads.
9. **Schedule August 2018 Meeting** – The next meeting was scheduled for Tuesday, August 21, 2018 at 7:00 AM. It was noted that Patrolman Judd would be on vacation that day. The following agenda items should be included:
  - Call to Order/Approve Agenda
  - Approve Minutes from 7/25/2018
  - Continued Discussion and Priorities Regarding Preliminary 2019 Capital and Operating Budgets
    - Timing of capital equipment purchases
    - Capital road reconstruction and/or Bridge repair or replacement
    - Road maintenance
    - Other operating expenses including overtime and contribution to equipment sinking fund
  - Update on Road Reconstruction, Bridge Replacement, and Maintenance
  - Report from Clerk/Treasurer Wright Regarding Inquiry with Wisconsin DOT as to why the City of Verona Does Not Share Country View Road Maintenance Costs on North End
  - Report on Pilot Traffic Count by Manfred Enburg
  - Schedule September 2018 Meeting and Set Agenda
  - Adjourn
10. **Adjourn** – Senseman moved to adjourn; 2nd Trainor. Motion carried at 8:01 AM.

Approved: August 25, 2018

Prepared by: John Wright w/ Amanda Arnold Review