

Public Works Committee Agenda
Tuesday November 16, 2021 6:30 PM
Town of Verona Hall, 7669 County Highway PD

1. Call to Order/Additions to Agenda/Approve Agenda
2. Action: Review Minutes of October 27, 2021
3. Discussion and Possible Action: New residential Driveway extension of 1997/2005 County Highway PB (**10 minutes**)
4. Information: Seasonal Winter weather snow and Ice control program (**10 minutes**)
5. Information: 2021 Road Mileage Certification and PASER ratings (**5 Minutes**)
6. Information: Valley Road Bridge Engineering Update (**10 minutes**)
7. Development Updates:
 - a. Twin Rock Prairie Circle Development (**5 minutes**)

8. Equipment Condition Update (**5 minutes**)
9. Schedule December 21, 2021 Committee Meeting and Set Agenda
10. Adjourn

To receive agendas and other announcements by email, use the "Alerts and Notifications" feature on the Town website at <http://www.town.verona.wi.us/>.

If anyone having a qualifying disability as defined by the American With Disabilities Act, needs an interpreter, materials in alternate formats or other accommodations to access these meetings, please contact the Town of Verona Clerk's office @ 608-845-7187 or twithee@town.verona.wi.us Please do so at least 48 hours prior to the meeting so that proper arrangements can be made.

Notice is also given of a possible quorum of the Plan Commission and /or the Town of Verona Board could occur at this meeting for the purposes of gathering information only.

Public Works Committee Minutes
Tuesday, October 27, 2021, 7:00 AM
Town of Verona Hall, 7669 County Highway PD

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

Absent: None

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

Public Present: None

1. **Call to Order/Additions to Agenda/Approve Agenda** - Chair Wiederhoeft called the meeting to order at 7:00 AM. 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 September 28, 2021** - The minutes were reviewed by the committee. Wiederhoeft stated that Mona Kirsop, 2585 Tonto Trail, was also present. Swiggum called for a motion to approve the September minutes as revised. Second by Enburg, motion carried.
3. **Discussion and Possible Action: New Commercial Driveway, Dane County Salt Garage, 4654 Maple Grove Road** - Wiederhoeft introduced the driveway permit and asked Barnes to summarize the staff recommendation. The new driveway will be used seasonally by Dane County Highway Department for the operation of snowplow trailers on US 18/151. Swiggum stated that the plow trailers were large enough that they could not use the existing driveway because of their large turning radius. Barnes explained that adequate sight distance was available on Maple Grove Road and the culvert had been sized for the ditch capacity. No further discussion. Wiederhoeft called for a motion. Duerst moved to approve the driveway second by Swiggum. Motion carried.
4. **Discussion: Brush and Yard Waste Disposal Options Update** - Wiederhoeft opened the discussion by stating that the Town Board has discussed the various brush options and that a budget had been placed in the 2022 town budget as a self-funding program. Wiederhoeft stated the program to be developed was preferred to provide service to all town residents. Discussion followed. Senseman questioned whether any program could address the issue of a tornado or wind storm and if the town would be picking up all debris from a storm. Barnes stated that in his opinion, Dane County would need to issue a state of emergency to trigger the town to collect tree and brush debris after a storm. No further discussion.
5. **Discussion: Draft 2022 Capital Improvement Program** - Wiederhoeft asked Barnes to discuss the proposed 2022 capital projects. Barnes stated that the proposed roads to be repaved/chip sealed in 2022 are: Grandview Road, Sunset Drive, and Rolling Oaks Lane. The estimated cost is \$408,000. The board reviewed this list and reduced the budget to approximately \$315,000 and requested that Barnes bid alternatives to the whole project in order to meet the budget.
6. **Information: Valley Road Bridge Engineering Update** - Wiederhoeft asked for an update. Barnes referred to the drawing in the committee agenda packet which showed the types and costs of various railing treatments. Barnes discussed the pros and cons of the three systems, Metal railing, concrete parapet, and a hybrid concrete and railing combination. The hybrid was estimated at the highest cost and the parapet at the lowest cost. Duerst asked Barnes for his

opinion. Barnes stated that since the new bridge would have a longitudinal slope, the concrete parapet would serve as a curb barrier and prevent water from spilling over the edge. Duerst stated that the existing bridge suffered for the water damage on the edge, and concrete parapet appeared the best answer. Enburg stated that the height of the parapet (42") may be able to be reduced to 32" due to the low volume of traffic. Discussion followed. The consensus of the committee was to recommend the concrete parapet design. Barnes stated that he would inform the consultant accordingly.

7. Development Updates:

- a. **Twin Rock Prairie Circle Development** - no new developments, one house has started construction.
- b. **Prairie Circle Extension Development** - Barnes stated that the development construction is complete.

8. **Equipment Condition Update** – Wiederhoeft referenced the memo in the packet regarding replacement of the loader tire and wheels and that Swiggum had contacted the vendor and secured a lower cost (\$13,322.18).

9. **Schedule October 2021 Committee Meeting and Set Agenda** - Wiederhoeft stated that in order to coordinate future meetings with the Town Board, the monthly Public Works Committee meeting would be held on the third Tuesday of the month and at 6:30pm. The next meeting will be November 16, 2021 at 6:30 pm.

10. **Adjourn** - Motion by Duerst to adjourn, seconded by Swiggum, motion carried. Meeting adjourned at 8:07 am.


Approved: November 16, 2021

Prepared by: W. Christopher Barnes

TOWN OF VERONA

TO: Public Works Committee

DATE: November 12, 2021

FROM: W. Christopher Barnes, Public Works Director 

SUBJECT: Driveway Permit application Parcel 608 263 8340-0 County Trunk Highway PB

Attached for the consideration of the committee is a driveway permit application for the installation of a new residential driveway at the above subject properties. A location map of the driveway is attached for the information the committee. The new driveway will be approx. 94 feet in length and 12 to 40 feet wide. The current plan continues the driveway installed for a home on parcel 0-608-263-840355-0 as approved by the committee on May 25, 2021. The current plan will serve a home on parcel 0608 263 8340-0. The driveway connects to an existing driveway addressed as 1997 County Trunk Highway PB. When fully built out, the four homes will utilize single access point onto CTH PB. The existing driveway access onto CTH PB is under the jurisdiction of Dane County Highway Department and the county has determined that the access point is sufficient. Staff has reviewed the application and find the application acceptable with the following provisions:

1. Removal of brush and trees to 22 feet width at the driveway.
2. Removal of tree limbs lower than 16 feet.
3. Emergency access numbers at the junction of the driveway for identification of the individual lots.

If approved, staff recommends the approval of the permit be subject to the above listed requirements. Should you have any questions, please let me know.

Attachments



Location Map

Town of Verona
 Driveway Review Checklist
 Location: Lot 2 CSM 14662 (CTH PB)
 Date 11-Nov-21
 By W. Christopher Barnes



	Yes	No	Comments
Driveway Drawing and Soil Erosion Control Plan	X		
Site Visit Completed	X		
Fee Paid	X		
Fee Escrow deposited		X	
Location Sight Distance > 350 feet	X		
Length > 100 feet Verona Fire Dept. Review		X	
Driveway > 500 feet Passing lane		X	
Driveway > 100 feet Hammerhead		X	
Cleared Path > 22 feet	X		
Driveway Grade < 12%	X		
Driveway width at Road < 26 feet			NA
Culvert Required		X	
Length (24 feet min)			NA
Diameter (15" min)			NA
Flared End walls			NA
Variances requested		X	



Driveway access (facing drive.)



(Photo 2 of Driveway)



Town of Verona
APPLICATION FOR ACCESS/DRIVEWAY
CONSTRUCTION PERMIT

This permit is required and shall be issued in accordance with the provisions the Town of Verona Ordinance 2014-04.

APPLICANT/OWNER INFORMATION

Name <i>Michelle Gille Living Trust</i> <i>Douglas Keehn Revocable Trust</i>	Contact Name <i>Michelle or Doug</i>	E-Mail Address <i>DsKeehn@msn.com</i> <i>michelle@mserealtyatna.com</i>	
Address <i>5720 Summerhill Court</i>	City <i>Fitchburg</i>	State <i>WI</i>	Zip Code <i>53711</i>
Office Phone <i>Doug 608-333-4494</i> <i>Michelle 608-235-3803</i>	Alternate Phone	Fax Number	
Permit Mailing Address (if different from above)	City	State <i>WI</i>	Zip Code

CONTRACTOR INFORMATION (see instructions)

Company Name <i>Midwest Homes, Inc</i>	Contact Name <i>Brian McKee</i>	E-Mail Address <i>brianmckee@midwesthomesinc.com</i>
Office Phone <i>608-271-4900</i>	After Hours Phone (Required) <i>608-576-4901</i>	Fax Number <i>608 271 4957</i>

PROPOSED WORK

Town Road where work will occur/about <i>County Hwy PB</i>		Parcel number/ address <i>0608-263-8340-0</i>
Will driveway be over 100' long? <input type="checkbox"/> Yes (Requires Fire Dept approval) <input checked="" type="checkbox"/> No	Driveway plan attached? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Maximum Grade <12%? <input type="checkbox"/> Yes <input type="checkbox"/> No Min width 12'? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Estimated Start Date <i>11/18/21</i>	Estimated Ending Date <i>6/15/22</i>	Culvert with End Walls (15" minimum)? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
		Road Ownership <input type="checkbox"/> Public <input type="checkbox"/> Private

Once an application is approved, an escrow deposit may be required before the permit is issued.
Note: Driveways that access private roads do not require an escrow deposit.

Residential/Temporary Construction Access/Paved Agricultural Drive Escrow Deposits: \$1,000
Industrial or Commercial Escrow Deposits: \$1,500

- | | | |
|---|------------------|--------------|
| a. Application Fee | <u>1</u> @ \$250 | <u>\$250</u> |
| b. Application Fee for an Improvement to Existing Drive or Culvert Replacement ONLY | _____ @ \$100 | _____ |

TOTAL FEES \$250

Check or money order payable to the Town of Verona in the amount of "Total Fees" indicated above is enclosed.

Applicant acknowledges that (s)he has read and understand the requirements for obtaining a permit to work in the Town of Verona road right-of-way. By signing this application, applicant agrees that the Town of Verona may establish additional provisions prior to application approval. Applicants shall receive notification of any special provisions.

Applicant further understands and agrees that the permitted work shall comply with all permit provisions and conditions listed on the issued permit, any special provisions, and any and all plans, details or notes attached hereto and made a part hereof. Property owner is responsible for notifying the Town of Verona of any conditions and/or restrictions.

By *Brian McKee* Signature of Applicant / Landowner
Brian McKee agent for Owner Print Name
President Midwest Homes, Inc

11/19/21 Date
608-271-4900 Phone

Dane County Erosion Control Permit Application

EXHIBIT #8

*Application must be made in-person.
Incomplete applications will not be accepted.*

For Office Use Only -- Revised 10.16.2017

Permit Number: _____

Application Received By: _____ Date: _____

Application Approved By: _____ Date: _____

Associated Permits: _____

Project Name: Driveway Lots 2 & 3 CSM 14662

Applicant Information (Individual making in-person application)

Landowner Name(s): Ram & Chetana Venkatesh

Applicant Name: Midwest Homes, Inc c/o Brian McKee

Landowner Address: 9710 Trappers Trail
Middleton, WI 53562

Applicant Address: 935 Watson Ave
Madison, WI 53713

Landowner Phone: 608-836-3640

Applicant Phone: (608) 271-4900

Landowner E-mail: _____

Applicant E-mail: briammckee@midwesthomesinc.com

Name and company of engineer/consultant who prepared the plans: Robb Remiker, PE Sudbury Consultants, LLC

Type of Permit:
(check only one) Erosion Control (EC)

Shoreland Erosion Control (SE)

Municipality: Town of Verona Section: 26 Quarter: SW Parcel #: 0608-263-8355-0

0608-263-8325-0

0608-263-8340-0

Fee Calculation

Total Disturbed Area	<u>22,800</u>	ft ² x \$0.006/ft ² = \$	<u>136.80</u>
Total New Impervious Area	<u>7,960</u>	ft ²	0608-263-8355-0: 5350 SF
(includes gravel)			0608-263-8325-0: 850 SF
Total Redevelopment Impervious Area.....		ft ²	0608-263-8340-0: 1760 SF
(includes gravel)			
Base Fee: Erosion Control (EC) \$200		Base Fee = \$	<u>200.00</u>
Shoreland Erosion Control (SE) \$400			
<input type="checkbox"/> Shoreland Erosion Control (SE) meeting criteria s. 11.05(2)(c) \$200		Total Fee = \$	<u>336.80</u>

Late Filing Fee: Permit fee shall be doubled where work has begun before a permit has been obtained (s. 11.50(7) or 14.55(2)(b)).

Notes:

- All requirements included in this application correspond to the requirements set forth in Chapters 11 and/or 14 of the Dane County Code of Ordinances.
- By submitting this application, permittee and landowner permit Dane County staff to enter project property for inspection and/or curative action (s. 11.05(5)(a)3 or 14.49(4)(c)).

I am the landowner or have been authorized via the included authorization form to act on behalf of the owner. I understand by signing and submitting this application I am bound by the requirements of the County's erosion control ordinance and accept responsibility for implementation of the plan included with this application.

Applicant Signature: Brian McKee Date: 5-6-21

This application must be submitted in person (M-F, 8 A.M. – 4 P.M.) to:
Water Resource Engineering Division, 5201 Fen Oak Drive, Room 208, Madison, WI 53718

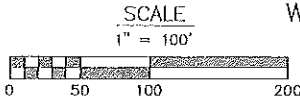
7-21-17

DANE COUNTY CERTIFIED SURVEY MAP NO. _____

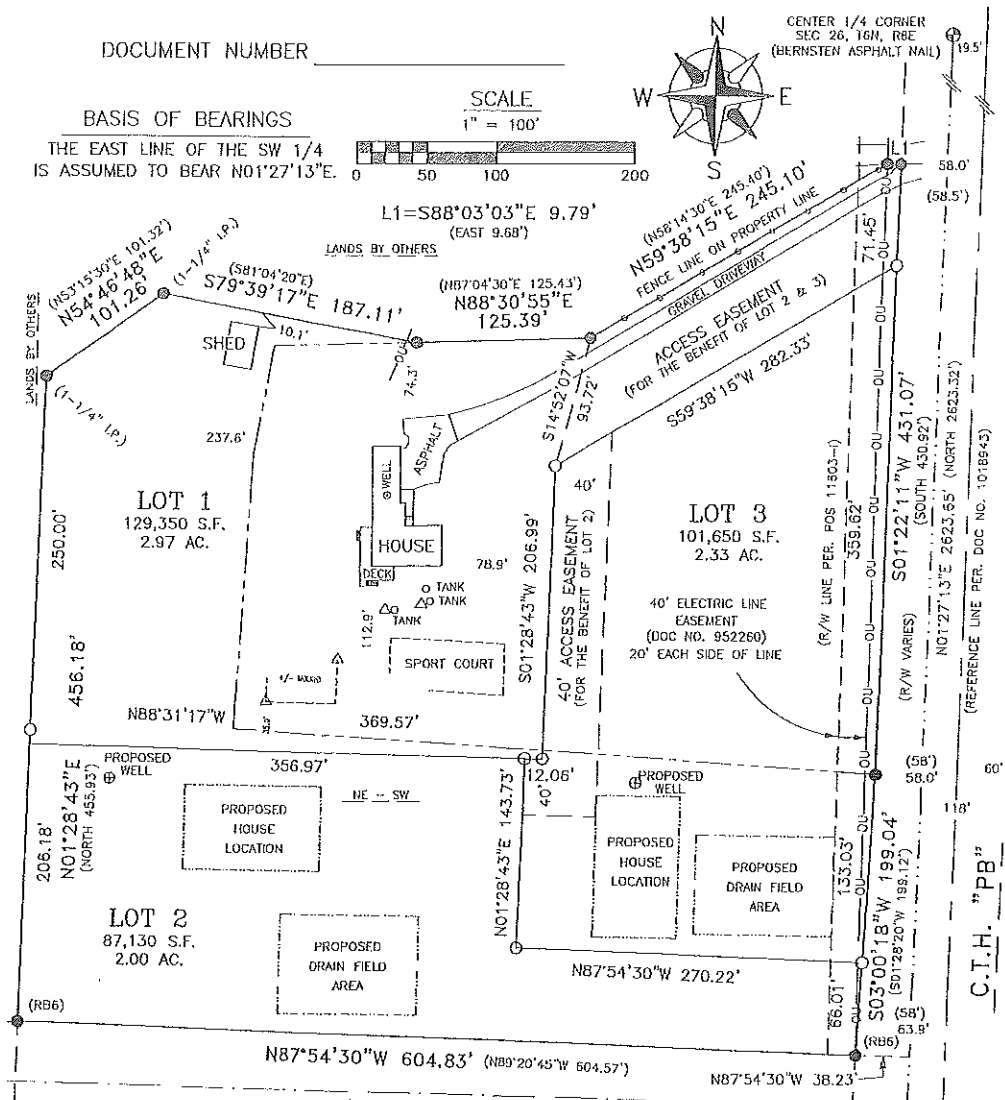
BEING PART OF THE NE 1/4 OF THE SW 1/4 OF SECTION 26,
T6N, R8E, TOWN OF VERONA, DANE COUNTY, WISCONSIN

DOCUMENT NUMBER _____

BASIS OF BEARINGS
THE EAST LINE OF THE SW 1/4
IS ASSUMED TO BEAR N01°27'13"E.



CENTER 1/4 CORNER
SEC 26, 16N, R8E
(BERNSTEIN ASPHALT NAIL)



TOTAL AREA
318,130 S.F.
7.30 AC.

LOT 1
C.S.M. NO. 1924

LEGEND

- ⊕ DANE COUNTY SECTION CORNER (FOUND AS NOTED) (4-TIES FOUND)
- ⊙ 1-3/4" IRON PIPE (FOUND) (UNLESS NOTED)
- 3/4" X 18" ROUND IRON RE-BAR WEIGHING 1.50 LBS/LF (SET)
- () "RECORDED AS" INFORMATION
- △ DRAIN FIELD VENT/OBSERVATION PIPES
- ou— OVERHEAD UTILITIES
- FORMER LOT LINES

NOTES:

- 1) Refer to building site information contained in the Dane County Soil Survey.
- 2) It is acknowledged that road access could be altered in the future with the potential addition of a City right-of-way north of the parcel.

OWNER/CLIENT
GETCHEL LIVING TRUST
Brandon J. & Lori R. Getchel
1997 County Road PD
Verona, WI 53593

SURVEYOR
PAULSON & ASSOCIATES, LLC
Daniel A. Paulson
136 W. Holm Street
DeForest, WI 53532



LAND SURVEYING
DEFOREST, WI
608-846-2523



CONTROLLED ACCESS PERMIT

This permit is required and shall be issued in accordance with the provisions of Section 83.027 of the Wisconsin Statutes and Chapter 79 of the Dane County Code of Ordinances.

Name Brandon Getchel		Co. Trunk Hwy in which access is requested: PB	
Street Address 1612 Lakeview Drive		Town, Village, City Town of Verona	Section 26
City Darien		State IL	Zip 60561
Home Phone (608) 921-9985	Work Phone	Fax Number	E-Mail Address brandon.getchel@gmail.com
Existing Access? Yes	If yes, how modified? <input type="checkbox"/> Relocated <input type="checkbox"/> Removed <input checked="" type="checkbox"/> Change of Use <input type="checkbox"/> Culvert Replaco <input type="checkbox"/> Asphalt Paving		

Describe Use:
additional driveway access off of existing drive

North/South/East/West Side west	Nearest Cross Road CTH M	Distance & Direction of nearest cross rd 1/2 mile north	Existing Zoning: RH2, B1	Meets Intended Use? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
---	------------------------------------	---	------------------------------------	--

Type of Permit Requested:

- | | |
|--|---|
| <input type="checkbox"/> \$110 Temporary Controlled Access | <input type="checkbox"/> \$75 Temporary Non-Controlled Access |
| <input type="checkbox"/> \$110 Agricultural Controlled Access | <input type="checkbox"/> \$75 Agricultural Non-Controlled Access |
| <input type="checkbox"/> \$110 Residential (single family) Controlled Access | <input type="checkbox"/> \$75 Residential (single family) Non-Controlled Access |
| <input checked="" type="checkbox"/> \$220 Residential, Joint Access > 1 parcel | <input type="checkbox"/> \$220 Commercial, <100 ADT** |
| <input type="checkbox"/> \$1,100 Private/Public, New/Existing, Street or Road | <input type="checkbox"/> \$550 Commercial, >100 and <1,000 ADT |
| <input type="checkbox"/> \$45 Miscellaneous | <input type="checkbox"/> \$1,100 Commercial, >1,000 ADT |

**ADT denotes Average Daily Traffic. Data substantiating ADT for access or road intersections may be required.

Fees paid in full on 07/27/2017

PERMIT APPROVAL BY DANE COUNTY

COUNTY PERMIT NO. 17C006

The application submitted is hereby approved and this permit is issued by Dane County subject to full compliance by the Applicant with all provisions and conditions stated herein and on the reverse side hereof and all attachments hereto.

Other Special Provisions:

This permit is contingent on all other Local, State and/or County Agency permits, zoning and approvals and applicant must comply with all federal, state and local laws, ordinances and regulations. No concrete pavement or pavers allowed in the Highway Right-of-Way. No culvert required.

Check #1090

By
 Signature of Dane County Representative
Kristine Walker Associate Highway Engineer
 Name and Title

08/09/2017
 Date
(608) 283-1486
 Phone

CERTIFICATE OF THE DANE COUNTY REGISTER OF DEEDS

Received for recording this 29 day of November, 2017, at 3:35 o'clock P. M. and recorded in Volume 102 of Certified Survey Maps of Dane County, Pages 4-6.

DOCUMENT NO. 5374085

Kristi Chlebowski by Shelly Dechafy, deputy
Dane County Register of Deeds-Kristi Chlebowski

Received 11-27-17 1:53pm

DANE COUNTY APPROVAL CERTIFICATE

Approved for recording by the Dane County Zoning and Land Regulation Committee.

NOVEMBER 27, 2017
Date:

Daniel Paulson
Authorized Signature #10020

OWNERS CERTIFICATE

We, Brandon J. and Lori R. Getchel, representatives of the Getchel Living Trust, hereby certify that we caused the land described to be surveyed, divided and mapped as represented on the map. We also certify that this certified survey map is required by S.75.17(1)(a), Dane County Code of Ordinances to be submitted to the Dane County Zoning and Land Regulation Committee for approval.

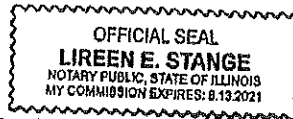
Brandon J. Getchel
Date 10/20/17

Lori R. Getchel
Date 10/20/17

ILLINOIS
STATE OF WISCONSIN) SS
Dodge COUNTY)

Personally came before me this 20th day of October, 2017, the above Brandon L. & Lori R. Getchel to me known to be the persons who executed the foregoing instrument and acknowledged the same.

Lireen E. Stange
Notary Public Lireen E. Stange, Wisconsin
My commission expires: 8-13-2021

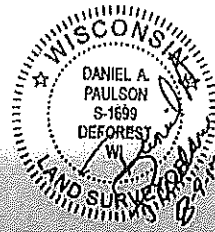


CONSENT OF MORTGAGEE

I, Carla M. Johnson-Dumont, representative or BMO Harris Bank, as mortgagee of the above described land, do hereby consent to the surveying, dividing, dedicating and mapping of the land described on this map.

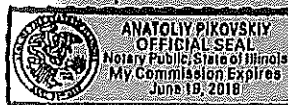
Dated this 26th day of October, 2017.

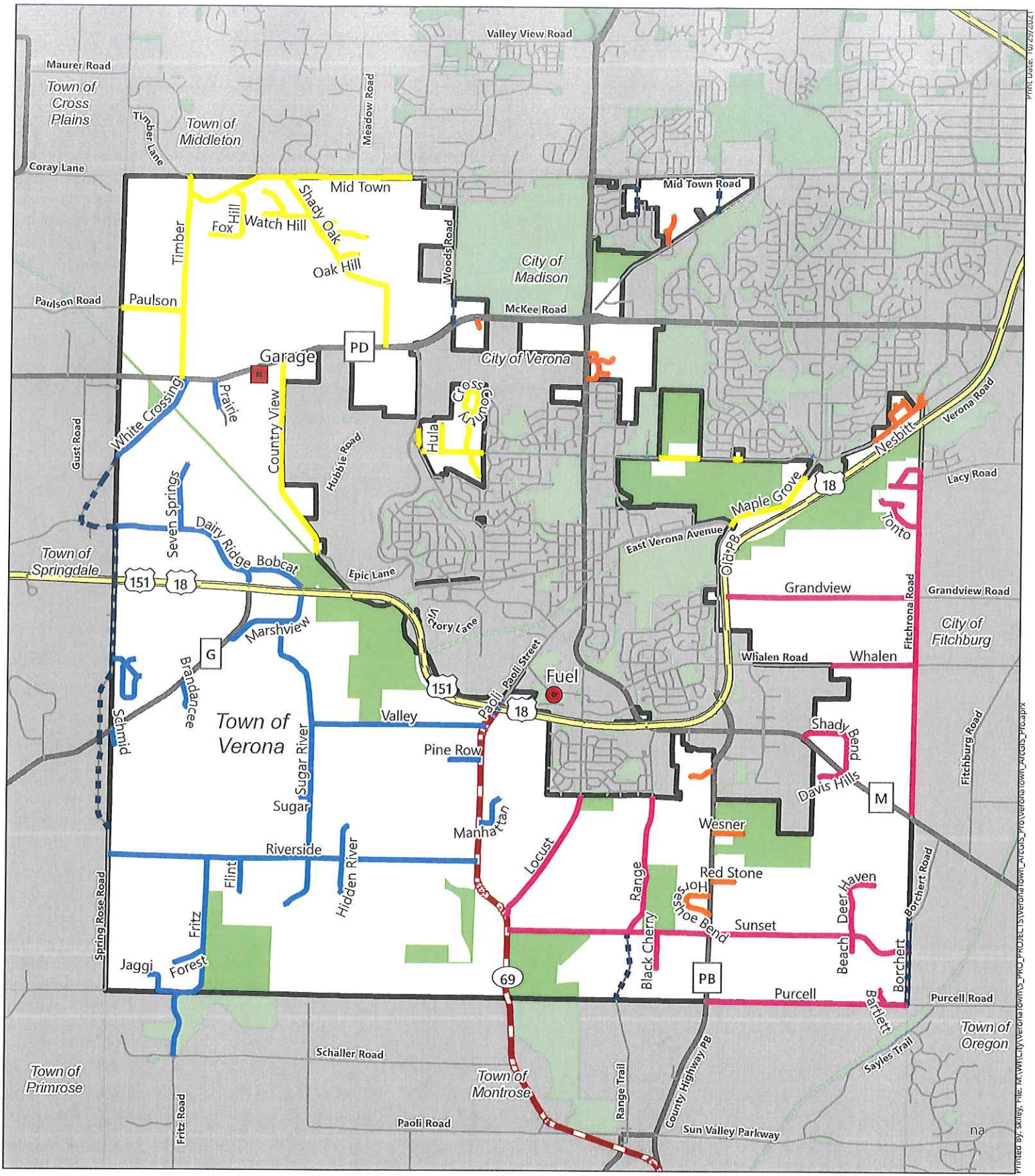
Carla M. Johnson-Dumont
Vice President
ILLINOIS
STATE OF WISCONSIN)
Dodge COUNTY) SS



Personally came before me this 26th day of October, 2017, the above Carla Johnson-Dumont to me known to be the persons who executed the foregoing instrument and acknowledged the same.

Anatoly Pikovskiy
Notary Public Dodge, Wisconsin
My commission expires: June 19, 2018





Printed by: Skidley, File: \\K:\W\City\Verona\towns_P\PROJ\PROJECT\Verona\towns_arcs\arcs_170\verona_town_arcs_170.aprx
 Print Date: 10/27/2021

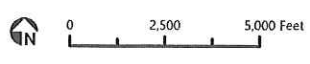


Data Sources:
 Town of Verona
 Dane County
 Esri

- Route 1 — Route 4 ■ Garage
- Route 2 - - - Plowing by Others ● Fuel
- Route 3

Town of Verona Snow Plow Routes

Dane County, WI



STATE OF WISCONSIN
 WISCONSIN DEPARTMENT OF TRANSPORTATION
 TOWN PLAT RECORD

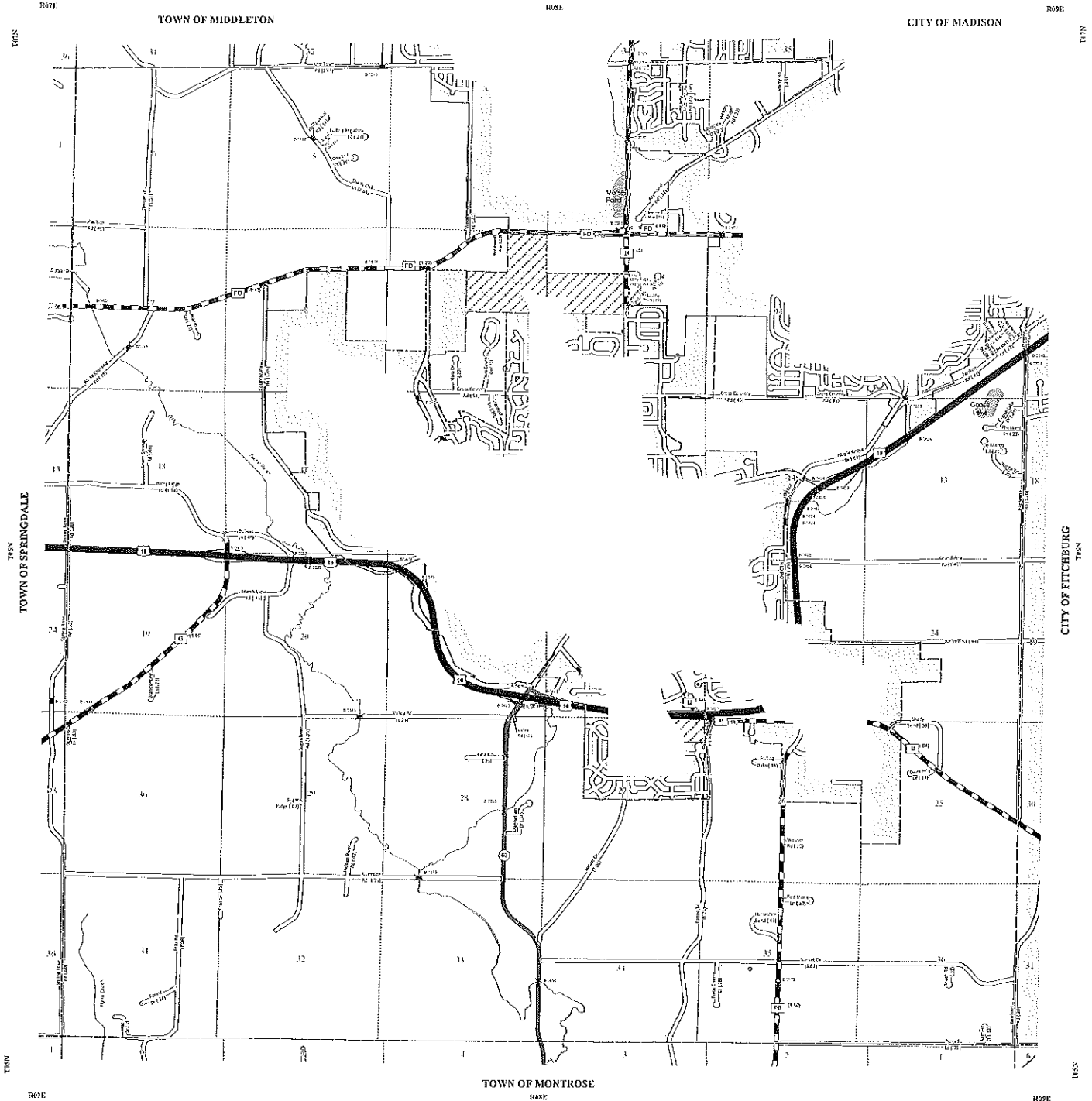
13-062

TOWN OF
VERONA
 COUNTY: DANE

DATE	MILEAGE FOR LOCAL ROADS/STREETS	LOCAL ROADS/STREETS
(1) 4-1-20	42.35	
(2) 1-1-21		Name: _____ Title: _____
(3) 4-1-21		Signature: _____ Date: _____

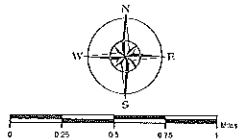
TOTAL MILEAGE FOR COUNTY TRUNKS	MILEAGE FOR COUNTY TRUNKS FROM RECORD
9.14	00.00

- (1) THIS DATA REPRESENTS THE LAST CERTIFIED MILEAGE AS CORRECTED BY WISDOT WHICH MAY HAVE BEEN USED FOR PART TRANSPORTATION AIDS.
- (2) THE TOWN CHAIRMAN OR CITY/VILLAGE CLERK IS TO FILL IN THE MILEAGE TO BE CERTIFIED AS OPEN TO THE PUBLIC AS OF THE FOLLOWING JANUARY, INCLUDING THE NEW CHANGES THAT ARE MADE ON THE PLAT.
- (3) THIS DATA REPRESENTS MILEAGE ADJUSTMENTS MADE BY WISDOT DUE TO FIELD VERIFICATION, INVENTORY, ANNEXATION, ETC. TRANSPORTATION AID PAYMENTS MAY BE MADE BASED ON THIS FIGURE.



LEGEND:

County Trunk Highway	CVT Border
Local Road	PLSS Border
US Highway	Annexation
State Trunk	Annexation Creating Town Island
State On/Off Ramp	Litigation
State Connector	Bridge
Railroad	Route Identifier



The information on this map was prepared for the official use of the Wisconsin Department of Transportation (WISDOT). Any other use of this map is the responsibility of the user. WISDOT expressly disclaims all liability regarding the use of this information for any purpose other than that intended by WISDOT.