



PUBLIC SPEAKING INSTRUCTIONS

WRITTEN COMMENTS: You can send comments to the Town Board on any matter, either on or not on the agenda, by emailing mgeller@town.verona.wi.us or twithee@town.verona.wi.us or in writing to Town Board Chair, 7669 County Highway PD, Verona, WI, 53593.

- 1) Call to Order/Approval of the Agenda
- 2) Pledge of Allegiance
- 3) Public Comment – Comments on matters not listed on this agenda could be placed on a future meeting agenda. If the Chair or staff has received written comments for items not on the agenda, these may be read.
- 4) Approval of minutes from August 2, 2022
- 5) Committee Reports
 - A. Plan Commission
 1. Discussion and Possible Action: Dane County Zoning Opt-Out Process – Letter of Intent
 - B. Public Works
 1. Discussion and Possible Action: Recommendation for acceptance as a public town road for Twin Rock Subdivision (Twin Rock Road, Prairie Vista Drive, Dragonfly Court)
 2. Discussion and Possible Action: Recommendation for acceptance as a public town road for Prairie Circle Extension
 - C. Ordinance Committee
 - D. Financial Sustainability Committee
 1. Discussion and Possible Action: 2023 Town of Verona Fees
 - E. Natural and Recreational Areas Committee
 - F. EMS Commission
 - G. Senior Services Committee
 - H. Town Chair's Business
 - I. Supervisor Announcements
- 6) Staff Reports
 - A. Administrator/Planner Report
 - B. Public Works Director Report

C. Clerk/Treasurer Report

7) Old Business

- A. Discussion and Possible Action: Resolution 2022-04 to Adopt the Dane County Natural Hazard Mitigation Plan: 2022 Update
- B. Discussion and Possible Action: Continuation of the Municipal Court

8) New Business

- A. Discussion and Possible Action: Amend the Minutes from the September 2021 Town Board Meeting
- B. Discussion: Review of 2022 Budget to Actuals and Preliminary 2023 Budget
- C. Discussion: Check Register Review

9) Adjournment

Regular board agendas are published in the Town's official newspaper, The Verona Press. Per Resolution 2016-2 agendas are posted at the Town Hall and online at www.town.verona.wi.us. Use the 'subscribe' feature on the Town's website to receive agendas and other announcements via email. Notice is also given that a possible quorum of the Plan Commission and/or Public Works, Ordinance, Natural and Recreational Areas, and Financial Sustainability Committees and could occur at this meeting for the purposes of information gathering only.

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 @ 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.

Mark Geller, Town Chair, Town of Verona
Sent to VP: 08/26/2022
Amended: 09/02/2022

Town of Verona
Town Board Meeting Minutes
Tuesday, August 02, 2022

Town Board Members Present: Chair Geller, Mathies, Lonsdorf, Duerst, and Paul

Staff Present: Administrator/Planner Gaskell, Clerk/Treasurer Withee, Public Works Director Barnes and Road Patrolman Judd

Applicants Present: Clint Weninger, Lisa Steinhauer, Jim Bricker, Nic Mink and Nathan Lockwood

- 1) Call to Order/Approval of the Agenda – Chair Geller called the meeting to order at 6:30 pm. Motion by Duerst to approve the agenda, second by Mathies. Motion carried by voice vote.
- 2) Pledge of Allegiance
- 3) Public Comment
 - A. Bill Keen addressed the board regarding their decision to end NRAC working on PDRs. He requested that the four priorities of NRAC be added to the minutes of September 21, 2021. He requested that NRAC be allowed to continue work on PDRs. He also stated that the county changed what the town board originally approved for the Gravel pit. He would also like his public comments included in the board minutes.
 - B. Bob Bovey asked about brush disposal. Geller stated that this was approved and will be done on a trial basis.
- 4) Approval of minutes from July 5, 2022 – Motion by Duerst to approve the minutes from July 5, 2022, second by Mathies. Motion carried by voice vote.
- 5) Committee Reports
 - A. Plan Commission –no meeting
 - B. Public Works – Duerst stated the plow truck sold for \$42,000 and \$15,000 was originally included in the 2022 budget as revenue. Public Works would like to see the remaining amount put into the equipment fund reserve account. He stated that the 2022 town roadwork is almost complete.
 - C. Ordinance Committee – no meeting
 - D. Financial Sustainability Committee – no meeting
 - E. Natural and Recreational Areas Committee – the committee met but no new initiatives were discussed and nothing to report.
 - F. EMS Commission – Lonsdorf stated they discussed the budget, and it may change due to labor negotiations and wages. He met with EMS chief on how to reduce call runs, no new solutions were found.

- G. Senior Services Committee – no meeting
 - H. Town Chair’s Business –Aug 11 is next CARPC Meeting. Administrator Gaskell and himself met with Adam Sayre from the City of Verona for the monthly update.
- 6) Supervisor Announcements
- A. Mathies - Last week the Dane County Towns Association had a zoning ordinance forum at the Town of Dunn garage. Renee Lauber will be sending a summary. Future forums may focus on county ordinances for land division and stormwater/erosion control.
 - B. Duerst - Spoke with Kimberly Ballweg from Ayers, paving on Hwy 69 should be completed by the middle of September. Paoli Road will be shut down this week. Cyclists will be ticketed if they travel roads that are closed due to construction.
- 7) Staff Reports
- A. Administrator/Planner Report – Mathies asked if there are any biking events coming up. Gaskell stated all events are put on our website. Exterior painting has been completed. Parts to finish HVAC repairs are on order and Hooper to give us an estimate to convert to gas at town hall. Supervisor Handbook will be available at the September meeting.
 - B. Public Works Director Report – Barnes stated there is an advertisement to hire an attendant for the Brush Drop-off programs. Saturday September 10 is the first scheduled day. Additional dates will be the second Saturday and first Wednesday of the month through January, to allow for Christmas tree drop-off. Vouchers will be issued per load. No leaves or yard waste will be permitted. After the pilot program, staff will evaluate to see if it should be continued. He reviewed the MMSD plan to extend their sewer system from the Midtown lift station. Gaskell stated that staff will be working on updating the website to put as much information out to the public as possible. Mathies asked how the Goose Lake project is going. Barnes stated he spoke to Dane County and will be scheduling a meeting with them.
 - C. Clerk/Treasurer Report – Withee stated that 274 absentee ballots have been issued with 165 returned, 29 have been in person absentee voting. Mathies asked how we are doing with the changing rules. Withee stated that there is regular communication with the election commission as to updates. There was also a question if ballots are being rejected due to incomplete certificates. Withee stated that if a ballot comes in incomplete, she sends a letter to the voter and tries to contact them with any means possible to allow them time to correct the error and make sure the vote will count.
- 8) Old Business
- A. Discussion and Possible Action: ICE Inc. Lease Renewal. Gaskell gave an update. Discussion by board. Motion by Paul to approve the lease agreement, second by Duerst. Mathies feels we should sell the property to the city. Paul agrees with Mathies and does not support the lease and would like to sell the Town interest to the city. Geller stated

he is in favor of renewing the lease. Lonsdorf feels we should there is no real benefit to the town to maintain this lease agreement. Gaskell clarified that the city / town does not own the building just the land and if the updated lease is not approved, the old lease will stay in place. Geller stated town attorney has reviewed the lease. Roll call Mathies - No ,Lonsdorf – yes, Paul – no, Duerst – yes, Geller - yes. Motion carried 3-2.

- B. Discussion and Possible Action: Continuation of the Municipal Court. Gaskell gave an update on the discussions regarding municipal court. The Town would host court once per month. If town does not have a municipal court, the town would pay town attorney more money to attend circuit court in Dane County. There is an October deadline. Gaskell stated that the court must be resolved but the town does not have to enter into another court agreement.

9) New Business

- A. Discussion and Possible Action: Joint Municipal Court Conflict Waiver. Motion by Duerst to approve the Joint Municipal Court Conflict Waiver, second by Mathies. Motion carried by voice vote.
- B. Discussion and Possible Action: Resolution 2022-04 to Adopt the Dane County Natural Hazard Mitigation Plan: 2022 Update. This item was not on the posted agenda and it will be added to next month's agenda for approval.
- C. Discussion and Possible Action: Annual MPO Budget Contribution Request. Discussion by board. Motion by Duerst to approve Annual MPO Budget Contribution Request of \$682, second by Lonsdorf. Paul - nay. Motion carried by voice vote.
- D. Discussion: Check Register Review

10) Motion by Mathies to adjourn, second by Duerst, meeting adjourned with no objection at 8:25 pm.

Prepared by Teresa Withee, Town Clerk

Approved:

TOWN OF VERONA

TO: Town Board of Supervisors

FROM: Sarah Gaskell, Planner/Administrator

DATE: September 6th, 2022

RE: Administrator's Memo – September Town Board Meeting

Plan Commission

- 1) Discussion and Possible Action: Dane County Zoning Opt-Out Process – Letter of Intent
Every three years, towns in Dane County have the option of opting out of Dane County Zoning. If towns choose to pursue this option, they are required to submit a Letter of Intent to the County at least 180 days prior to any Town Board action on withdrawing the Town from the coverage of the Dane County Zoning Ordinance.

Old Business

- 1) Discussion and Possible Action: Resolution 2022-04 to Adopt the Dane County Natural Hazard Mitigation Plan: 2022 Update

The County determined that municipalities must adopt the plan in its entirety and not just their specific appendix. The language change requested during the last discussion of this plan has been made. The plan can be viewed [here](#). Adoption is requested by August 30th, 2022.

- 2) Discussion and Possible Action: Continuation of the Municipal Court
Gaskell and Reuter have been participating in bi-weekly meetings to be on track to dissolve the existing court by October 1st, 2022. Potentially, a new court will be formed jointly with the Towns of Middleton, Springfield and possibly Cross Plains, to be housed at the Town of Verona. The proposed intergovernmental agreements are included in the packet for review in addition to the resolution dissolving the current court. The Board will need to meet again in September to adopt the dissolution ordinance and approve the new agreement once finalized.

New Business

- 1) Discussion and Possible Action: Amend the minutes from the September 2021 Town Board Meeting

Minutes may be amended under the following conditions:

- A Board member requests that the topic of potentially amending specific minutes be placed on the agenda for a properly noticed board meeting
- A motion and vote may then take place at that meeting to amend the minutes

The initial request, made by Bill Keen, is to include the listed approved NRAC goals in the minutes.

Town Considerations for “Opting out” of Dane County Zoning

Better, Faster and More Responsive Zoning

New Zoning Authority Empowers Town Residents

Thanks to legislation adopted early in 2016, town residents in Dane County will have the same authority over local land use which city and village residents have always had. The County, dominated by urban interests, will no longer control general zoning in towns which withdraw from the County’s ordinance. Instead, the towns will be adopting a new ordinance to replace the County’s 66-year old ordinance. Funds formerly sent to the County to pay for administration will be used to create a local system which will be less expensive, faster, better and more responsive.

For decades the County zoning process has been controlled by the urban majority of the County. The current 5-member committee has just one member whose district is composed of a majority of town residents. The current system operates so that rural residents have no control over zoning decisions that affect them. People from downtown Madison have been controlling farm policies in Dane County for years. That’s changing.

Property Owners Will Not Lose Anything From Withdrawal

The new zoning ordinance will maintain the existing zoning for all properties in towns which withdraw. Everything you currently can do with your property, you will be able to do after withdrawal. You may need to update the zoning to the new ordinance if you propose a new use – such as adding a home business. But the new ordinance will easily permit the Towns to approve modifications which make sense for property owners and their communities.

Services Will Improve

Instead of having to drive into downtown Madison to apply for zoning permits, rezoning or other land use approvals, towns will administer their own zoning. The towns which are pursuing withdrawal plan to hire a professional zoning administration firm with decades of experience handling rural zoning and planning. We intend to make it possible to apply for most routine approvals over the internet.

The hearings and meetings will be at your town hall. There will be no more meetings with a zoning committee in the City County Building in Madison.

What 2015 Act 178 Does

It allows towns in Dane County to withdraw from coverage of the county zoning ordinance. Town residents gain control over land use planning and zoning.

Towns interested in opting out were required to send notice, via a resolution to Dane County, by October 20, 2016. Thirteen towns took advantage of this option and filed notice.

The law provides that the towns withdrawing from county zoning prepare and adopt a modern zoning ordinance. If a town prefers the county ordinance drafted in 1950, the town can decide to continue using that zoning ordinance.

History

Every town in Dane County is subject to county zoning, but not because the County has the power to force towns to do so, or because state law mandated that towns do so.

Actually, at one time or another, every town made the choice to accept County zoning. Because of a 1951 Supreme Court interpretation of the county zoning statute, however, towns cannot repeal the approval of the County ordinance. They could get out of County zoning only if the County agreed to let Towns do so. Dane County's urban majority has refused multiple requests to do so.

Act 178 corrects that by giving towns the same ability to repeal County zoning which towns had in adopting it. It does not allow towns to have no zoning. Towns which withdraw will have to have zoning. It also leaves shoreland and floodplain zoning with the County.

There's Nothing To Fear From Town Zoning

Town residents are just as smart as city and village residents, and care just as much about their communities. Town residents are perfectly capable of making good land use decisions without county control.

During debate over the legislation which became Act 178, opponents claimed that the towns need supervision from the County to assure that towns don't make bad choices. Yet none of these opponents advocate giving the County control over city or village zoning decisions.

Town residents deserve the same freedom of self-government which city and village residents enjoy. In the past 15 years, towns have responded to the new comprehensive planning law by adopting excellent plans which call for farmland preservation, maintaining open spaces and promoting sustainable development. There is no reason to expect towns will suddenly stop caring about the environment. Our natural resources have been and always will be at the center of policy making.

Why was there opposition? No one likes losing control. Dane County is a large, powerful organization. The County Board is a group of 37 active individuals who care very deeply about issues. We do not begrudge them their ideas. We simply do not agree that they should have the power to force their beliefs on local towns.

How Will Town Zoning Work?

Each town will administer their own zoning and follow their Comprehensive Plans. They will decide which zoning district to apply to individual parcels.

Ordinance

Towns that are planning to opt out have been meeting for several months and drafting a new zoning ordinance. The ordinance is currently out for comment and can be found on the DCTA website at www.danecotowns.net

Zoning Administration

Towns that withdraw will work together to amend the zoning ordinance when appropriate, consider zoning appeals, and contract with a zoning administrator (initial 3 year term).

Towns are currently negotiating with General Engineering (GE), a consulting firm which administers zoning for communities across Wisconsin. GE will process applications, prepare zoning reports, advising plan commissions / town boards, provide mapping, and assist with enforcement and other issues.

Fees

GE estimates that if towns continue the fees currently charged by Dane County for rezone petitions, CUP permits, etc. those fees will easily cover the expense of administering zoning.

BENEFITS FOR EVERY TOWN

Act 178 was written to allow every town in Dane County – whether it decides to withdraw or not – to be able to have their comprehensive plans and official maps adopted by the County as written by the town, without change. This is consistent with how city and village comprehensive plans are adopted.

In the past, the County has pressured towns to change draft plans. In some cases, the County has refused to adopt portions of town plans the County did not like. That all changes with Act 178.

DCTA has recently been made aware of a Dane County Corp Counsel opinion that this benefit only applies to towns that opt out of County Zoning. DCTA disagrees with that interpretation. We will work with towns that choose to remain with County Zoning to make sure this benefit applies, as intended, to all towns.

Economy

Dane County currently spends \$2.7 million per year on zoning and planning. There are fewer than 350 formal applications for approvals of land use changes. We are certain we can do it for much less. We know that one level of approval has to be less expensive than two.

Timeline

The law allows towns to opt out beginning in 2017 (if notice of intent was filed by 10/20/16). It then allows opt out in future 3 year intervals (2020, 2023, 2026, etc.)

The law has very specific document adoption requirements in preparation of opting out. Not less than 60 days before the Town Board approves a withdrawal ordinance, towns must re-adopt their Comprehensive Plans, adopt a town map and adopt a zoning code.

Finally, the withdrawal ordinance needs to be approved at the town Annual Meeting (April 2017) or by referendum.

Towns that filed Opt Out Notice

Albion
Berry
Blue Mounds
Bristol
Black Earth
Dunkirk
Medina
Middleton
Springfield
Sun Prairie
Vermont
Verona
Westport

Hundreds of Towns Already Handle Zoning in Wisconsin

Dane County towns certainly can handle zoning. How do we know this? One Dane County town, Westport, already has done so for more than a decade. Hundreds of towns around Wisconsin, including all the towns in Rock County, Brown County, Washington County and Sheboygan County, have done so for decades. Dane County towns are no less capable. In fact, there are considerable resources available to handle the zoning task. The DCTA already is working with a professional services consultant (General Engineering) to create zoning administration which will be up and running by the time town zoning will take effect, on January 1, 2018.

It is condescending and insulting to suggest that towns need the tutelage of the County. Somehow, one third of the towns in Wisconsin manage zoning on their own, including towns in urban counties such as Brown, Sheboygan, Fond du Lac, Winnebago and Rock.

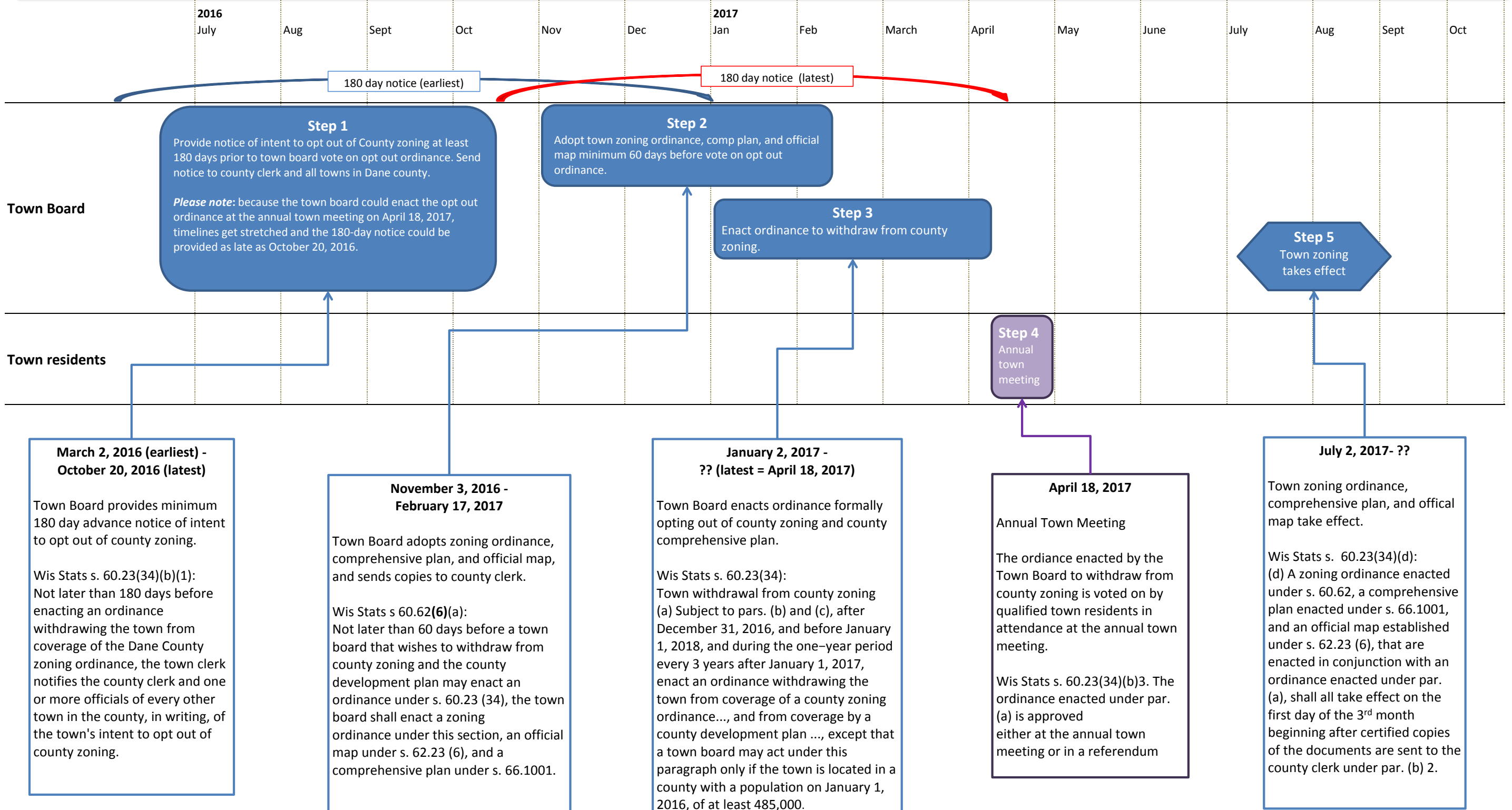
THIS DOCUMENT PREPARED BY THE DANE COUNTY TOWNS ASSOCIATION (DCTA), a voluntary association of the towns in Dane County. Nothing herein is an endorsement of any candidate or position on any referendum.

County zoning withdrawal timeline, with vote at annual town meeting on April 18, 2017

Example shows the schedule for the latest possible opt-out of county zoning in 2017

The purpose of this diagram is to show the statutorily required process for a town to withdraw from Dane County zoning in 2017. The process involves the following sequence of events: 1) Town board provides 180-day advance notice of town's intent to withdraw from county zoning ; 2) Town board adopts a zoning ordinance, comprehensive plan, and official map; 3) Town board formally enacts ordinance opting out of county zoning; 4) The enacted opt-out ordinance is voted on at either the town annual meeting or in a referendum called by the town board for that purpose at the next spring or general election. This diagram shows the process utilizing the town annual meeting. Because the town board could also vote on the opt out ordinance at the annual town meeting, applicable timelines get extended and the 180-day notice could be provided as late as October 20, 2016.

This diagram does not include steps that a town would need to take to transition to its own planning, zoning, and land division administration and enforcement. At a minimum, this would entail budgeting and contracting for planning/zoning/land division administrative services , establishing town procedures (forms, fees, schedules, records maintenance, enforcement,etc.), establishing a record of lawful land uses in existence at the time of transition, and coordinating procedures with Dane County for regulations the county will continue to administer (shoreland / floodplain / wetland zoning, erosion control / stormwater management, rural addressing, land/subdivision review in shoreland/floodplain areas, rural road naming, sanitary permitting, etc.).





NOTICE

**INTENT TO ENACT A
ZONING ORDINANCE PURSUANT TO
SECTION 60.23(34)(a), WIS. STATS.**

TO: Dane County Clerk
Dane County Town Clerks and Chairs

PLEASE TAKE NOTICE, pursuant to section 60.23(34)(6)1., Wis. Stats., that the TOWN OF VERONA, DANE COUNTY, WISCONSIN (the "Town"), as authorized by action of its Town Board, hereby provides this **Notice** that the Town intends to enact an ordinance under section 60.23(34)(a), Wis Stats, in order to withdraw the Town from coverage of the Dane County Zoning Ordinance and the Dane County Development Plan.

Dated September 6th, 2022

TOWN OF VERONA

By: _____
Town Board Chair

Attest: _____
Town Clerk

CERTIFICATION OF NOTICE

I, Teresa Withee, the Town Clerk of the Town of Verona, hereby certify that on the seventh day of September, 2022, I sent a true copy of the foregoing "Notice of Intent To Enact A Zoning Ordinance Pursuant to Sec. 60.23 (34)(6) 1., Wis. Stats., by depositing envelopes with sufficient postage in the US Mail, addressed to Scott McDonell, Dane County Clerk, and to the Town Clerks of all 33 Towns in Dane County.

Town Clerk

**Resolution 2022-05
Town of Verona**

A Resolution Accepting Twin Rock Road, Prairie Vista Drive, and Dragonfly Court as Town roads pursuant to s. 66.1024, Wis. stats.

WHEREAS, Town Board members approved the final plat of Twin Rock for dedication of the public rights of way on February 4, 2020, and

WHEREAS, the final plat of Twin Rock was recorded by Dane County as document #5629708 on August 26, 2020, and

WHEREAS, construction of Twin Rock Road, Prairie Vista Drive, and Dragonfly Court have been constructed and said roads in the Twin Rocks plat have been inspected by the Town public works department and found to be completed in accordance with the approved plans and applicable Town standards, and

WHEREAS, it is in the public interest that the dedication of Twin Rock Road, Prairie Vista Drive, and Dragonfly Court described in said recorded plat is accepted by the Town.

NOW, THEREFORE, BE IT RESOLVED, that the Town of Verona Board of Supervisors accepts the roads shown on the recorded plat document #5629708 and be added to the Town road system.

ADOPTED by the Town of Verona Board on September 6, 2022, Dane County, Wisconsin.

Mark Geller, Town Chair

I hereby certify that the foregoing resolution was duly adopted by the Town of Verona Board at a legal meeting on the 6th day of September 2022.

Teresa Withee, Clerk/Treasurer

Dated _____

REGULAR MONTHLY BOARD MEETING MINUTES
TOWN OF VERONA
February 4, 2020, 6:30 PM
Town Hall, 7669 County Highway PD, WI 53593-1035

Present: Geller, Mathies, Maxwell, Duerst, and Enburg
Staff Present: Wright and Judd
Also Present: see sign in sheet

1. **Call to Order/Approval of the Agenda** – Mark Geller called the meeting to order at 6:31 PM. Mathies moved to approve the agenda; 2nd Duerst. Motion carried by voice vote.
2. **Pledge of Allegiance**
3. **Public Comment** – No public comment.
4. **Approval of Minutes from January 7, 2020 Regular Meeting and January 18, 2020 Special Meeting**– Duerst moved to approve the January 7, 2020 regular minutes; 2nd by Mathies. Motion carried by voice vote. Mathies moved to approve the January 18, 2020 special minutes; 2nd Duerst. Motion carried by voice vote.
5. **Discussion and Action** - Land Use Application 2019-4 – The final plat and associated agreements for the Twin Rock residential subdivision at Spring Rose Road and Highway G (parcel numbers 0608-302-8507-2, 0608-193-9000-2 and 0608-193-8500-9). Twenty-seven residential lots and four outlots are proposed. A rezoning, concept plan, and preliminary plat were previously approved.
 - Presentation of new information – Supervisor Maxwell noted that the tonight’s agenda referenced two outlots; there are actually four. Maxwell reported that the Developer’s agreement is still undergoing attorney review. The Town Plan Commission has recommends the approval of the Final Plat and drainage easement dated January 20, 2020.
 - Discussion and action on the final plat – Adam Carrico of Carrico Engineering was recognized by the Chair to speak. Mr. Carrico stated that the current Plat has features that were adjusted according to the comments and recommendations from the Town Plan Commission. This Final Plat document has been submitted to Dane County and the State of Wisconsin for their review and approval. It was noted that the hatching pattern on the Plat was added to make the drainage easement areas more visible. Maxwell further noted that the easement access by foot to Outlot 2. Carrico stated that the Dane County Highway Department will allow field road access on either side of the creek to service Outlot 2 from County Highway G. Carrico further stated that a berm and swale is planned at the back of Lots 15, 16, and 17. There followed a lengthy discussion regarding the stormwater management strategy between Outlot 1, the cul-de-sac, and Lot 15. Carrico noted that for smaller storm events, runoff is reduced by approximately 80% compared to pre-development. Carrico stated that the current design for Outlot 1 is a forebay ahead of a detention pond. Carrico did not recall that Wagner who farms the property or the Resops who own the property attending any meetings. Maxwell moved to approve the Final Plat for the Twin Rock residential subdivision at Spring Rose Road and Highway G (parcel numbers 0608-302-8507-2, 0608-193-9000-2 and 0608-193-8500-9) with twenty-seven residential lots and four outlots as shown on plat map dated January 20, 2020; 2nd Enburg. Supervisor Enburg preferred to receive comments back from the State prior to local consideration of approval. Supervisor Mathies questioned whether the Town was approving the Final Plat or recommending its approval by Dane County. It was unknown whether Dane County could approve regardless of the Town’s decision. It was noted that Dane County has already provided their comments; according to Carrico, their role in the process is to certify that zoning standards are followed. Carrico further noted that the State review is to ensure that the Plat adheres to applicable laws. Roll call vote: Duerst, aye; Enburg, no; Mathies, aye; Maxwell, aye; and Geller, aye. Motion carried, 4 to 1.
 - Discussion on Covenant Declaration and Developer Agreement – Maxwell reiterated that the Developer Agreement is not available for review this evening. However, he is seeking the Board members’ input on the Covenant Declaration document. Supervisor Mathies referred the group to page 10, Section 5.18 (b) related to roads and driveways. There followed a brief discussion regarding whether the final 3’ of a driveway constructed of concrete should be delayed until the final course of the road is paved. Supervisor Enburg suggested the language be amended to read, “The three (3) feet of driveway adjacent to the public road may not be installed until the surface course is placed *except the* three (3) foot section adjacent to the public is installed as asphalt.” The Board then reviewed page 13 and the list of prohibited and approved species of trees and shrubs; it was recommended that the list be moved to an independent document to make amending the list simpler in the future. On page 14, Section 7.3, the group reviewed whether the minimum number of trees on a two acre lot required to earn 600 landscaping points was sufficient to meet the goals of the Town’s updated Comprehensive Plan. Supervisor Duerst referred the group to page 4, Section 2.5 (i). He wondered if a person could request access to the snowmobile trail if they received permission from a neighbor or neighbors to cross their property to get there. It was noted that any route that would take the snowmobile through prairie or stormwater detention would be prohibited. There followed a brief discussion as to when the association would take control from the developer. Adam Carrico thought that was an issue for an attorney to determine; at this time, Bret Saalsaa would be in control until the association receives that authority. The group then reviewed Section 9.8 on page 17 regarding protective provisions for the Town of Verona. Maxwell requested an additional definition be added to Section 1.1 to define the meaning of a single family residence. Maxwell further requested additional clarification language be added to Section 4.4. The Town of Verona Plan Commission wants to review this document again at their March 2020 meeting. Maxwell further wants the Developer Agreement to be reviewed by the Town Plan Commission in advance of the March 3, 2020 regular Town Board meeting.

**Resolution 2022-06
Town of Verona**

**A Resolution Accepting an extension of Prairie Circle as a Town road
pursuant to s. 66.1024, Wis. stats.**

WHEREAS, Town Board members approved the final plat of Prairie Circle for dedication of the public rights of way on March 3, 2020, and

WHEREAS, the final plat of Prairie Circle was recorded by Dane County as document #5619275 on July 30, 2020, and

WHEREAS, construction of the extension of Prairie Circle has been constructed and said road in the Prairie Circle plat has been inspected by the Town public works department and found to be completed in accordance with the approved plans and applicable Town standards, and

WHEREAS, it is in the public interest that the dedication of the extension of Prairie Circle described in said recorded plat is accepted by the Town.

NOW, THEREFORE, BE IT RESOLVED, that the Town of Verona Board of Supervisors accepts the road shown on the recorded plat document #5619275 and be added to the Town road system.

ADOPTED by the Town of Verona Board on September 6, 2022, Dane County, Wisconsin.

Mark Geller, Town Chair

I hereby certify that the foregoing resolution was duly adopted by the Town of Verona Board at a legal meeting on the 6th day of September 2022.

Teresa Withee, Clerk/Treasurer

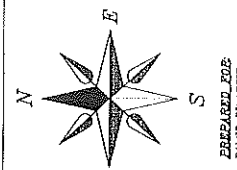
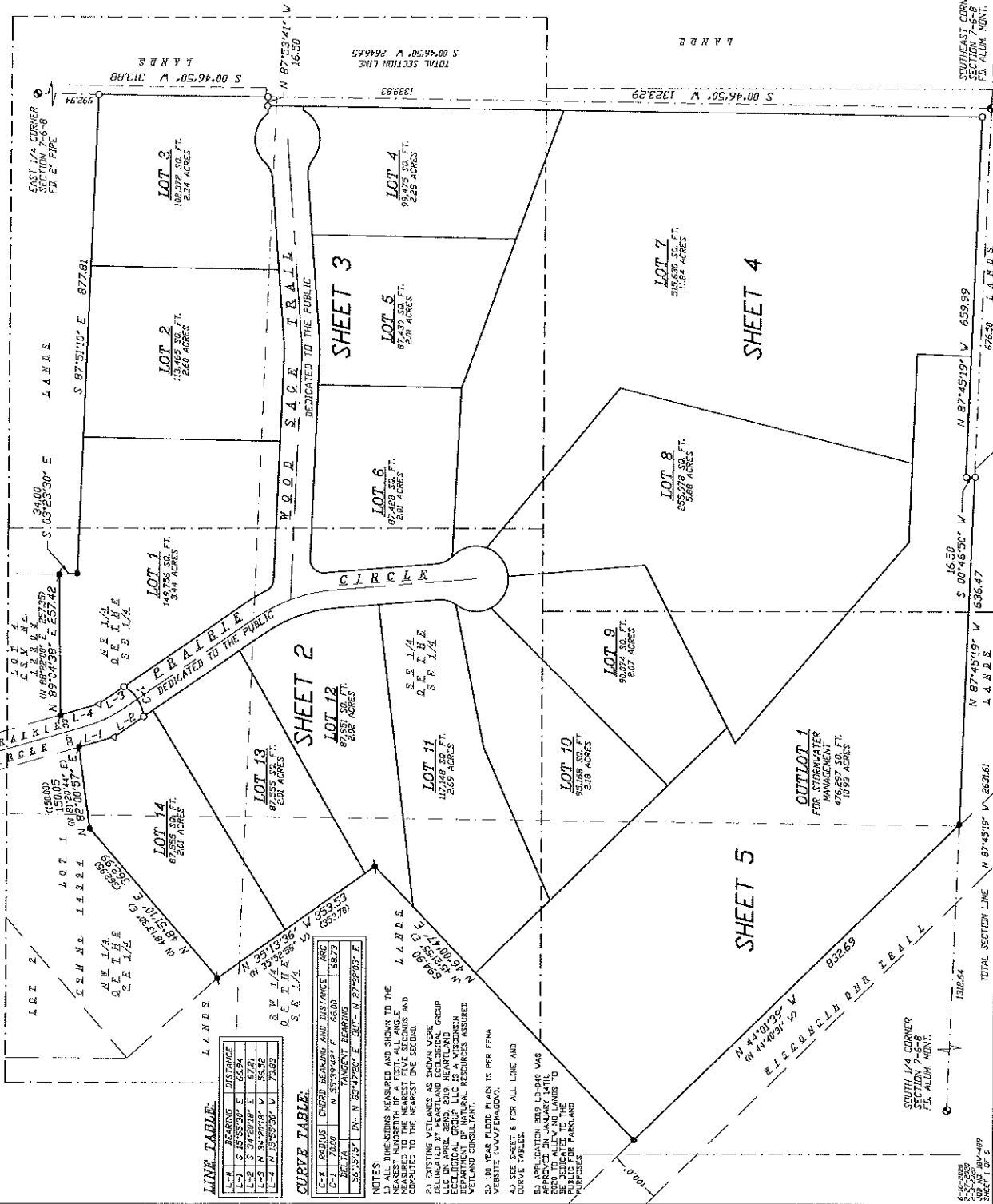
Dated _____

WILLIAMSON SURVEYING & ASSOCIATES, LLC

LOCATED IN THE SE 1/4, SW 1/4, NW 1/4 AND NE 1/4 OF THE SE 1/4 OF SECTION 7, T8N, R8E, TOWN OF VERONA, DANE COUNTY, WISCONSIN, INCLUDING THE CELESTIAL NAVIGATION NUMBER 9599 RECORDED IN THE DANE COUNTY REGISTER OF DEEDS OFFICE IN VOLUME 58 OF CERTIFIED SURVEY MAPS, PAGES 16 THROUGH 18B, NO DOCUMENT NO. 2020-3 AND DOCUMENT NO. 398995B.

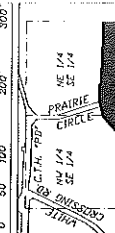
PHONE: 608-532-5175 FAX: 608-449-3161 WWW: WILLIAMSONSURVEYING.COM

PRAIRIE CIRCLE



PREPARED FOR:
 DAVID MAGGIO
 399 STATE ST
 MADISON, WI 53702
 AND LINDA SVEENEY
 1000 MARSHALL
 VERONA, WI 53593

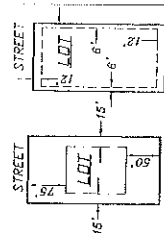
DANE COUNTY COORDINATES
 CENTER POINT OF SECTION 7-6-B
 BEARING OF THE SE 1/4 CORNER SOUTH
 10N, 00E, DISTANCE = 100
 BEARING OF THE SE 1/4 CORNER WEST
 10W, 00E, DISTANCE = 100



SE 1/4 SECTION 7, T8N, R8E
 NOT TO SCALE

- LEGEND:**
- O = SET 1/4" REBAR, MINIMUM WEIGHT OF 4.17 LBS/LINEAR FT.
 - △ = SET SURVEY SPIKE IN BLACKTOP
 - ALL OTHER LOT AND OUTLOT CORNERS ARE MARKED WITH 3/4" REBAR, MINIMUM WEIGHT OF 1.50 LBS/LINEAR FT.
 - = FIELD SECTION CORNER (TYPE NOTED)
 - = FENCE AND POLE
 - = FENCE AND POLE
 - = 100 YEAR FLOOD PLAN
 - = BRUNNAGE EASEMENT
 - = WETLANDS

BUILDING TYPICAL UTILITY SETBACKS PER PLAT EASEMENT



NOTES:
 LOTS 1-7, 8, 9 HAVE 30' FRONT SETBACK

There are no utilities subsurface with respect to S. 236.15, 236.16, 236.20 and 236.21 (11' and 12' W.P.S. State as provided by S. 236.12, Wet. State.
 Certified June 30, 2020
 Ronda H. Doney
 Department of Administration

LINE TABLE:

LINE	BEARING	DISTANCE
L-1	S 87°55'50" E	64.94
L-2	S 87°20'18" E	67.81
L-3	N 84°20'18" W	56.52
L-4	N 85°55'30" W	73.65

CURVE TABLE:

C-1	RADIUS	CHORD BEARING AND DISTANCE	ABC
C-1	7200	N 35°39'40" E	66.00
C-1	7200	N 35°39'40" E	66.79
C-1	7200	N 87°47'50" E	301.14
C-1	7200	N 87°47'50" E	312.50

NOTES:
 1) ALL DIMENSIONS MEASURED AND SHOWN TO THE CENTER OF PRAIRIE CIRCLE
 2) ALL DIMENSIONS MEASURED AND SHOWN TO THE NEAREST FIVE SECONDS AND COMPUTED TO THE NEAREST ONE SECOND
 3) EXISTING WETLANDS AS SHOWN WERE DELINEATED BY HEARTLAND ECOSYSTEMS GROUP AND VERIFIED BY HEARTLAND ECOSYSTEMS GROUP. VERIFICATION REPORT IS A WISCONSIN DEPARTMENT OF NATURAL RESOURCES ASSURED WETLAND CONSULTANT.

35 YEAR FLOOD PLAN IS PER FEMA WEIGHT: 1000/PENNGOV.
 LARGE SHEET 6 FOR ALL LINE AND CURVE TABLES.
 APPROVED FOR SUBMITTAL TO DANE COUNTY REGISTER OF DEEDS FOR PUBLIC RECORDS.

SOUTH 1/4 CORNER SECTION 7-6-B
 F.D. ALUM. MON.
 131064

SHEET 7 OF 8
 6-22-2020

WILLIAMSON SURVEYING & ASSOCIATES, LLC

101 W. HART STREET, WISCONSIN, 53059
 PHON: 408-553-3105 FAX: 408-549-2734 WEB: WILLIAMSONSURV.COM

PRAIRIE CIRCLE

LOCATED IN THE SE 1/4, SW 1/4, NW 1/4 AND NE 1/4 OF SECTION 7, T16N, R10E, TOWN OF VERONA, DANE COUNTY, WISCONSIN, INCLUDING A REFERENCE TO THE 1882-1883 RECORDED SURVEY MAPS, BOOKS 1893-1898 AND REVISIONS THEREOF, AND PART OF AN UNPLATTED TRACT SUBMITTED TO THE WISCONSIN DEPARTMENT OF LAND REGULATION FOR RECORDATION ON FEBRUARY 10, 2022.

CURVE TABLE:

CURVE	RADIUS	CHORD BEARING AND DIST.	ARC DIST.	ANGLE	TANGENT BEARING AND DIST.
C-1	50.00	S 89°27'18" E 32.92	41.30	175.28	N 83°47'20" E 50.17
C-2	50.00	S 19°56'49" E 35.00	35.27	175.28	N 26°27'09" W 50.17
C-3	50.00	S 19°56'49" E 35.00	35.27	175.28	N 26°27'09" W 50.17
C-4	50.00	S 14°59'18" E 29.75	29.36	175.28	N 26°27'09" W 50.17
C-5	50.00	S 14°59'18" E 29.75	29.36	175.28	N 26°27'09" W 50.17
C-6	50.00	N 82°56'07" E 35.85	37.40	206.31	N 44°19'57" E 50.17
C-7	50.00	S 04°10'35" E 34.91	34.91	175.28	N 44°19'57" E 50.17
C-8	50.00	S 41°15'58" E 55.00	69.89	175.28	N 44°19'57" E 50.17
C-9	50.00	S 41°15'58" E 55.00	69.89	175.28	N 44°19'57" E 50.17
C-10	50.00	S 41°15'58" E 55.00	69.89	175.28	N 44°19'57" E 50.17
C-11	50.00	N 82°56'07" E 35.85	37.40	206.31	N 44°19'57" E 50.17
C-12	50.00	S 04°10'35" E 34.91	34.91	175.28	N 44°19'57" E 50.17
C-13	50.00	S 41°15'58" E 55.00	69.89	175.28	N 44°19'57" E 50.17
C-14	50.00	S 41°15'58" E 55.00	69.89	175.28	N 44°19'57" E 50.17
C-15	50.00	N 82°56'07" E 35.85	37.40	206.31	N 44°19'57" E 50.17
C-16	50.00	S 04°10'35" E 34.91	34.91	175.28	N 44°19'57" E 50.17
C-17	50.00	S 41°15'58" E 55.00	69.89	175.28	N 44°19'57" E 50.17
C-18	50.00	S 41°15'58" E 55.00	69.89	175.28	N 44°19'57" E 50.17
C-19	50.00	N 82°56'07" E 35.85	37.40	206.31	N 44°19'57" E 50.17
C-20	50.00	S 04°10'35" E 34.91	34.91	175.28	N 44°19'57" E 50.17
C-21	50.00	S 41°15'58" E 55.00	69.89	175.28	N 44°19'57" E 50.17
C-22	50.00	S 41°15'58" E 55.00	69.89	175.28	N 44°19'57" E 50.17
C-23	50.00	N 82°56'07" E 35.85	37.40	206.31	N 44°19'57" E 50.17
C-24	50.00	S 04°10'35" E 34.91	34.91	175.28	N 44°19'57" E 50.17
C-25	50.00	S 41°15'58" E 55.00	69.89	175.28	N 44°19'57" E 50.17
C-26	50.00	S 41°15'58" E 55.00	69.89	175.28	N 44°19'57" E 50.17
C-27	50.00	N 82°56'07" E 35.85	37.40	206.31	N 44°19'57" E 50.17
C-28	50.00	S 04°10'35" E 34.91	34.91	175.28	N 44°19'57" E 50.17

LINE TABLE:

CURVE	RADIUS	CHORD BEARING AND DIST.	ARC DIST.	ANGLE	TANGENT BEARING AND DIST.
L-1	50.00	S 89°27'18" E 32.92	41.30	175.28	N 83°47'20" E 50.17
L-2	50.00	S 19°56'49" E 35.00	35.27	175.28	N 26°27'09" W 50.17
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L-4	50.00	S 14°59'18" E 29.75	29.36	175.28	N 26°27'09" W 50.17
L-5	50.00	S 14°59'18" E 29.75	29.36	175.28	N 26°27'09" W 50.17
L-6	50.00	N 82°56'07" E 35.85	37.40	206.31	N 44°19'57" E 50.17
L-7	50.00	S 04°10'35" E 34.91	34.91	175.28	N 44°19'57" E 50.17
L-8	50.00	S 41°15'58" E 55.00	69.89	175.28	N 44°19'57" E 50.17
L-9	50.00	S 41°15'58" E 55.00	69.89	175.28	N 44°19'57" E 50.17
L-10	50.00	S 41°15'58" E 55.00	69.89	175.28	N 44°19'57" E 50.17
L-11	50.00	N 82°56'07" E 35.85	37.40	206.31	N 44°19'57" E 50.17
L-12	50.00	S 04°10'35" E 34.91	34.91	175.28	N 44°19'57" E 50.17
L-13	50.00	S 41°15'58" E 55.00	69.89	175.28	N 44°19'57" E 50.17
L-14	50.00	S 41°15'58" E 55.00	69.89	175.28	N 44°19'57" E 50.17
L-15	50.00	N 82°56'07" E 35.85	37.40	206.31	N 44°19'57" E 50.17
L-16	50.00	S 04°10'35" E 34.91	34.91	175.28	N 44°19'57" E 50.17
L-17	50.00	S 41°15'58" E 55.00	69.89	175.28	N 44°19'57" E 50.17
L-18	50.00	S 41°15'58" E 55.00	69.89	175.28	N 44°19'57" E 50.17
L-19	50.00	N 82°56'07" E 35.85	37.40	206.31	N 44°19'57" E 50.17
L-20	50.00	S 04°10'35" E 34.91	34.91	175.28	N 44°19'57" E 50.17
L-21	50.00	S 41°15'58" E 55.00	69.89	175.28	N 44°19'57" E 50.17
L-22	50.00	S 41°15'58" E 55.00	69.89	175.28	N 44°19'57" E 50.17
L-23	50.00	N 82°56'07" E 35.85	37.40	206.31	N 44°19'57" E 50.17
L-24	50.00	S 04°10'35" E 34.91	34.91	175.28	N 44°19'57" E 50.17
L-25	50.00	S 41°15'58" E 55.00	69.89	175.28	N 44°19'57" E 50.17

15' SETBACK LINE TABLE:

CURVE	RADIUS	CHORD BEARING AND DIST.	ARC DIST.	ANGLE	TANGENT BEARING AND DIST.
S-1	50.00	S 89°27'18" E 32.92	41.30	175.28	N 83°47'20" E 50.17
S-2	50.00	S 19°56'49" E 35.00	35.27	175.28	N 26°27'09" W 50.17
S-3	50.00	S 19°56'49" E 35.00	35.27	175.28	N 26°27'09" W 50.17
S-4	50.00	S 14°59'18" E 29.75	29.36	175.28	N 26°27'09" W 50.17
S-5	50.00	S 14°59'18" E 29.75	29.36	175.28	N 26°27'09" W 50.17
S-6	50.00	N 82°56'07" E 35.85	37.40	206.31	N 44°19'57" E 50.17
S-7	50.00	S 04°10'35" E 34.91	34.91	175.28	N 44°19'57" E 50.17
S-8	50.00	S 41°15'58" E 55.00	69.89	175.28	N 44°19'57" E 50.17
S-9	50.00	S 41°15'58" E 55.00	69.89	175.28	N 44°19'57" E 50.17
S-10	50.00	S 41°15'58" E 55.00	69.89	175.28	N 44°19'57" E 50.17
S-11	50.00	N 82°56'07" E 35.85	37.40	206.31	N 44°19'57" E 50.17
S-12	50.00	S 04°10'35" E 34.91	34.91	175.28	N 44°19'57" E 50.17
S-13	50.00	S 41°15'58" E 55.00	69.89	175.28	N 44°19'57" E 50.17
S-14	50.00	S 41°15'58" E 55.00	69.89	175.28	N 44°19'57" E 50.17
S-15	50.00	N 82°56'07" E 35.85	37.40	206.31	N 44°19'57" E 50.17
S-16	50.00	S 04°10'35" E 34.91	34.91	175.28	N 44°19'57" E 50.17
S-17	50.00	S 41°15'58" E 55.00	69.89	175.28	N 44°19'57" E 50.17
S-18	50.00	S 41°15'58" E 55.00	69.89	175.28	N 44°19'57" E 50.17
S-19	50.00	N 82°56'07" E 35.85	37.40	206.31	N 44°19'57" E 50.17
S-20	50.00	S 04°10'35" E 34.91	34.91	175.28	N 44°19'57" E 50.17
S-21	50.00	S 41°15'58" E 55.00	69.89	175.28	N 44°19'57" E 50.17
S-22	50.00	S 41°15'58" E 55.00	69.89	175.28	N 44°19'57" E 50.17
S-23	50.00	N 82°56'07" E 35.85	37.40	206.31	N 44°19'57" E 50.17
S-24	50.00	S 04°10'35" E 34.91	34.91	175.28	N 44°19'57" E 50.17
S-25	50.00	S 41°15'58" E 55.00	69.89	175.28	N 44°19'57" E 50.17

OWNER'S CERTIFICATE:

As owner, we hereby certify that we caused the land described on this plat to be surveyed, mapped and delineated as represented on this plat. We also certify that we caused the plat to be submitted to the following for approval or objection:
 Wisconsin Department of Administration
 Dane County and Land Regulation Committee

Done, County, Wisconsin

My commission expires 12/31/2023

Richard Sweany
 Notary Public

STATE OF WISCONSIN

Personally came before me this 1st day of February, 2022, on the above noted foregoing instrument and acknowledged the same to be the free and lawful act and deed of the person who executed the same.

Lois A. Sweany
 Notary Public

Done, County, Wisconsin

My commission expires 12/31/2023

TOWN OF VERONA BOARD APPROVAL:

The plat of Prairie Circle in the Town of Verona, including all public right-of-way or dedicated street, is hereby approved by the Town of Verona, Wisconsin, on this 1st day of February, 2022, and that the foregoing is a representation of an ordinance adopted by the Town of Verona on 1/26/22.

Done, County, Wisconsin

My commission expires 12/31/2023

Samuel Gatzell
 Notary Public

STATE OF WISCONSIN

Personally came before me this 1st day of February, 2022, on the above noted foregoing instrument and acknowledged the same to be the free and lawful act and deed of the person who executed the same.

Samuel Gatzell
 Notary Public

Done, County, Wisconsin

My commission expires 12/31/2023

CERTIFICATE OF DANE COUNTY TREASURER:

I, John Gullagher, as the duly appointed, qualified and acting, Time Treasurer of the Town of Verona, Wisconsin, have in accordance with the records in my office, verified and recorded in my office and no other records in my office, there are no liens or claims against this plat and no other records in my office, on any of the lands included in the plat of Prairie Circle.

Done, County, Wisconsin

My commission expires 12/31/2023

John Gullagher
 Notary Public

STATE OF WISCONSIN

Personally came before me this 1st day of February, 2022, on the above noted foregoing instrument and acknowledged the same to be the free and lawful act and deed of the person who executed the same.

John Gullagher
 Notary Public

Done, County, Wisconsin

My commission expires 12/31/2023

CERTIFICATE OF DANE COUNTY TREASURER:

I, John Gullagher, as the duly appointed, qualified and acting, Treasurer of the County of Dane, Wisconsin, have in accordance with the records in my office, verified and recorded in my office and no other records in my office, there are no liens or claims against this plat and no other records in my office, on any of the lands included in the plat of Prairie Circle.

Done, County, Wisconsin

My commission expires 12/31/2023

John Gullagher
 Notary Public

STATE OF WISCONSIN

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Done, County, Wisconsin

My commission expires 12/31/2023

TOWN OF VERONA BOARD APPROVAL:

The plat of Prairie Circle in the Town of Verona, including all public right-of-way or dedicated street, is hereby approved by the Town of Verona, Wisconsin, on this 1st day of February, 2022, and that the foregoing is a representation of an ordinance adopted by the Town of Verona on 1/26/22.

Done, County, Wisconsin

My commission expires 12/31/2023

Samuel Gatzell
 Notary Public

STATE OF WISCONSIN

Personally came before me this 1st day of February, 2022, on the above noted foregoing instrument and acknowledged the same to be the free and lawful act and deed of the person who executed the same.

Samuel Gatzell
 Notary Public

Done, County, Wisconsin

My commission expires 12/31/2023

CERTIFICATE OF DANE COUNTY TREASURER:

I, John Gullagher, as the duly appointed, qualified and acting, Time Treasurer of the Town of Verona, Wisconsin, have in accordance with the records in my office, verified and recorded in my office and no other records in my office, there are no liens or claims against this plat and no other records in my office, on any of the lands included in the plat of Prairie Circle.

Done, County, Wisconsin

My commission expires 12/31/2023

John Gullagher
 Notary Public

STATE OF WISCONSIN

Personally came before me this 1st day of February, 2022, on the above noted foregoing instrument and acknowledged the same to be the free and lawful act and deed of the person who executed the same.

John Gullagher
 Notary Public

Done, County, Wisconsin

My commission expires 12/31/2023

CERTIFICATE OF DANE COUNTY TREASURER:

I, John Gullagher, as the duly appointed, qualified and acting, Treasurer of the County of Dane, Wisconsin, have in accordance with the records in my office, verified and recorded in my office and no other records in my office, there are no liens or claims against this plat and no other records in my office, on any of the lands included in the plat of Prairie Circle.

Done, County, Wisconsin

My commission expires 12/31/2023

John Gullagher
 Notary Public

STATE OF WISCONSIN

Personally came before me this 1st day of February, 2022, on the above noted foregoing instrument and acknowledged the same to be the free and lawful act and deed of the person who executed the same.

John Gullagher
 Notary Public

Done, County, Wisconsin

My commission expires 12/31/2023

Town of Verona
Regular Town Board Meeting Minutes
Tuesday, March 3, 2020 6:30 PM
Town Hall/Community Center
7669 County Highway PD, Verona, WI 53593-1035

Present: Geller, Mathies, Maxwell, Duerst, Enburg
Staff Present: Barnes, Judd
Also Present: see sign in sheet

1. **Call to Order/Approval of the Agenda**-Geller called the meeting to order at 6:30 PM. Maxwell moved to approve the agenda, 2nd Enburg. Motion carried by voice vote
2. **Pledge of Allegiance**
3. **Public Comment**-No public comment
4. **Approval of Minutes from February 4, 2020 Regular Meeting, and February 17, 2020 Special Meeting**-Duerst moved to accept the minutes of February 4, 2020 Regular Board Meeting with removal of "Ray" from the Wagner reference. 2nd by Maxwell. Motion carried by voice vote. Duerst moved to accept the minutes of February 17, 2020 Special Meeting; 2nd by Mathies. Motion carried by voice vote.
5. **Review and Possibly Approve an Amendment to the Town of Verona Building Code by Ordinance 2020-02 per the Recommendations from the Department of Safety and Professional Services**-Geller introduced the ordinance to strike the requirement of Master Electrical Certification for the issuance of a Town of Verona electrical permit. Enburg moved to approve the resolution; 2nd by Maxwell.
Discussion and Action- Maxwell questioned why the electrical qualifications were struck out; Mathies replied that changes were made to make the Town's ordinance to be consistent with Wisconsin's Electrical Code. Ordinance amendment approved by voice vote.
6. **Discussion and Possible Action to Adopt a Policy to Allow Exceptions to the Dane County Public Road Frontage Requirements for Lots by Resolution 2020-02**-Mathies explained that the Dane County Code, chapter 75 requires that all lots must have road frontage, unless a Town adopts an ordinance, which may allow exceptions to the road frontage requirement. Mathies stated that it is common for Towns in Dane County to adopt such an ordinance. Mathies referenced the recent Town Board approval of the Temkin lot for their house. Enburg stated that he believed that it was acceptable for Dane County to approve no more than six lots on a single access. Motion by Maxwell to adopt resolution 2020-02; 2nd by Enburg. Motion carried by voice vote.
7. **Reports and Recommendations**
 - **Plan Commission**
 - i. **Discussion and action on Final Plat – Land use application 2019-3 submitted by Tim and Linda Sweeney and Dave DiMaggio for review of a Final Plat and associated documents for Prairie Circle (parcel numbers 0608-074-8533-0 and 0608-074-8093-0) for Fourteen residential lots and one outlot**-Geller introduced the Prairie Circle development and Maxwell explained the process of the development from concept plan to final plat approval stage. Maxwell state that the Town Plan Commission unanimously approved the presented Plat on February 3, 2020. The next step in the approval process will be the approval by Dane County Zoning and Land Regulation Committee. Geller introduced the property owners, Tim and Linda Sweeny and David DiMaggio and asked if the Board members had any questions of the owner, of if the owners had any questions of the board. The property owners had no comments. Mathies state that he believed that no action could be taken on the final plat since the plat drawing did not show the existing Prairie Circle cul-de-sac right of way configuration (which includes the cul-de-sac bulb right of way). The current drawing sheet 2 of 6 dated February 3, 2020 shows the bulb of the cul-de-sac to be partially vacated to represent a consistent 66-foot right of way width. Duerst stated that the cul-de-sac vacation omission was not a problem for him since it is in the works and is next on the board agenda for action. Mathies stated that he would be OK with the conditional approval of the final plat as presented once the cul-de-sac vacation is completed. Tim Sweeney stated that the surveyor (Noa Prieve) did not include the existing cul-de-sac bulb right of way per direction from the Dane County planning staff. Maxwell made a motion to accept the Prairie Circle Final Plat dated February 3, 2020 as prepared by Williamson Surveying & Associates (Noa Prieve) with the condition that the vacation of the excess right of way at the cul-de-sac be finalized by the Board; 2nd by Mathies. Motion carried by voice vote.
 - ii. **Discussion and action for the partial vacation of the Prairie Circle right-of-way by Resolution 2020-03, schedule Public Hearing, and authorize filing the lis pendens with the Dane County Register of Deeds**-Maxwell introduced the vacation documents relative to the vacation of right of way at the bulb of the existing Prairie Circle cul-de-sac. Staff (Wright and Barnes) have been working on the documents necessary for the vacation of excess right of way at the existing Prairie Circle cul-de-sac. If approved then the process could move forward with a public hearing on possible action on April 14, 2020 Board Meeting. Barnes explained that when the extension Prairie circle was completed, that the road at the cul-de-sac would be

Town of Verona
Financial Sustainability Committee
January 20, 2022

Fee Review

Dogs – Kennel License – Already set for 2022 *increase next year*
\$ 60 Town of Verona
~~– \$ 85 Town of Middleton –~~
\$130 Town of Dunn (up to 5 dogs, \$20 each additional)

Liquor Licenses – Class A – For off-premise consumption

Fermented beverages (beer, wine)

None Town of Verona

\$100 Town of Middleton

\$500 Town of Dunn

Liquor

None Town of Verona

\$500 Town of Middleton

\$500 Town of Dunn

Cigarette License – *increase to 100*

\$ 5 Town of Verona

\$100 Town of Middleton

\$100 Town of Dunn

Right-of-Way – The Town follows Dane County

Permit

\$55 Town of Verona *increase to 80*

\$80 Dane County (2022 increase from \$55)

Improvements at intersection with a highway

\$1,100 Town of Verona *increase to 1,125*

\$1,125 Dane County (2022 increase from \$1,100)

Record/Title Search

\$25 Town of Verona (\$50 rush) – Town of Middleton is the same

\$20 Town of Dunn

Deposit Return Fee (NSF check) – what do banks charge the Town? *\$35 + \$15 staff time*
\$25 Towns of Verona, Middleton, and Dunn *check to see how*

much bank charges

Special Meeting

\$300 Town of Verona *increase \$500*

\$500 Town of Middleton

None Town of Dunn

Residential Driveway

\$250 Town of Verona

\$400 Town of Middleton

\$100 Town of Dunn

ask Chris if this adequate

Development Fees – reviewed in December

Other staff time (last line)

Include rates for staff time? Determined by Town Administrator

should list amount? Range hourly rate + double

Add explanatory notes/comments? See Town of Dunn

last updated etc.

Late Charge for Overdue Payments

None Towns of Verona and Dunn

1.5% per month Town of Middleton

Overpayment fee

None Town of Verona

\$5 Town of Middleton

Road Events – Ironman, Race events

None Town of Verona

\$50 Town of Dunn

*Does Chris do street sweeping?
change if yes*

? Moving Oversized Structure – could be application fee + hourly rate

None Town of Verona

\$250 Town of Dunn (\$1,500 if in excess of 14' in width or height)

Plus \$0.25 per square foot

Actual cost to be calculated by town + Determined in advance

Inspection Exemptions – Town of Dunn

No permits required for:

No Charge

- Floating slab floor poured in shed or garage
- Hot tub or sauna, unless new electrical outlet is run
- Doors, windows, furnace, water heater, appliance replacement in exact same location and size

Links

Town of Verona Fee Schedule

https://www.town.verona.wi.us/sites/g/files/vyhlif6016/f/uploads/proposed_2022_fees.pdf

Town of Verona 2022 Fee Schedule

	Fee
<u>Dogs Licenses</u>	
Kennel License	\$60
Male/Female (non-spayed/non-neutered)	\$25
Male/Female (spayed/neutered)	\$20
Late fee (after March 31st)	\$5
<u>Liquor Licenses</u>	
Reserve "Class B" Intoxicating Liquor License	\$10,000
Class "B" Fermented Malt Beverage License	\$100
"Class B" Intoxicating Liquor License (renewal)	\$500
Temporary "Class B" wine or Temporary Class "B" beer license	\$10
Operator's License: Temporary or Regular	\$25
Provisional Operator's License	\$15
Provisional "Class B" or Class "B" License	\$15
Background Record Check Fee (for new Operator's License apps)	\$10
Cigarette License	\$5
Publication fee for Class "B" or "Class B" License consideration by Board	\$25
<u>Town Hall Rental (maximum capacity 120)</u>	
Please see the Town Hall Rental information packet	
<u>Town Road Right-of-Way Permit</u>	
	\$55
Borings	\$45 per boring
Open cut of pavement	\$220 per cut
Trenching beyond 1,320'	\$110x lineal foot/1000
Construction of vault or other structure	\$110 per structure
Improvements at intersections with highway	\$1,100
<u>Record/Title Search</u>	
	\$25
Rush Title Search (Fewer than 7 business days)	\$50
<u>Copies</u>	
	on a per case basis
<u>Deposit Return Fee (bad check)</u>	
	\$25
<u>Special Town Board Meeting</u>	
	\$300
<u>Special Plan Commission Meeting</u>	
	\$300

<u>Trash/Recycling Carts</u>	
	\$75 each
replacement wheel	\$5.00
replacement pin	\$5 for 2
replacement axle	\$5
replacement lid	\$15.00
<u>Driveway Application Fee</u>	
Residential (includes new, relocate, realignment, change of use)	\$250
Commercial (includes new, relocate, realignment, change of use)	\$350
Industrial (includes new, relocate, realignment, change of use)	\$350
Agricultural Drive to farm buildings	\$250
Field Access (unpaved)	\$250
Temporary Drive/Access Drive	\$250
Culvert installation/replacement	\$50 hourly rate
Driveway Improvement (paving)	\$50 hourly rate
Variance	\$100
<u>Driveway Escrow Deposit</u>	
Residential (includes new, relocate, change of use)	\$1,000
Commercial (includes new, relocate, change of use)	\$2,000
Industrial (includes new, relocate, change of use)	\$2,000
Agricultural (drive)	\$1,000
Field Access (gravel)	\$500
Culvert installation/replacement	\$500
Temporary Drive/Access Drive	\$1,000
<u>Town Development Fees</u>	
Town Comprehensive Plan Amendment	\$500
Rezone Application	\$300
Conditional Use Permit	\$400
Certified Survey Map Review	\$150+\$100 per new lot
* Driveway Access review	\$100
Joint Planning Committee Review	\$100
Combination Rezone/CUP/CSM	\$400 +\$100 per new lot
Re-application fee for CSM	\$100.00
Residential Plat Review (4 or less lots/units)	\$150+\$100 per new lot
Residential Development Concept Plan Review (5 or more lots/units)	\$250.00
Residential Preliminary Plat or Condo Review (5 or more lots/units)	\$300+\$50 per new lot
*Development Agreement review (5 or more lots/units)	\$150 plus attorney fees

*Neighborhood Covenant review (5 or more lots/units)	\$150 plus attorney fees
Residential Final Plat Review (5 or more lots/units)	\$200
Development Agreement and Neighborhood Covenant Review (4 or less lots/units)	\$150 plus attorney fees
Business/Manufacturing Site Plan Review (includes parking)	\$250
Residential – Multi-family Site Plan Review	\$250
Residential Planned Unit Development	\$1,000 + \$50/unit
Mixed Residential/Commercial Planned Unit Development	\$2,000 + \$50/residential unit
Commercial/Industrial Planned Unit Development	\$2,000
Development Escrow for Plats (5 or more units/lots)	\$15,000 (not to drop below \$7500)
<u>Urban Service Area Application</u>	\$400 + Legal and engineering costs
<u>Street Vacation</u>	\$500 + attorney fees
<u>Street Acceptance</u>	\$500 + attorney fees
Other staff time and equipment usage may be charged at an hourly rate.	

Construction Permits / Fees:

104

100 min

Erosion Control Permit	\$.02 per square foot or \$50 minimum
Residential Plan Review	\$ 100.00
Commercial Plan Review	\$ 200.00
New Single Family Home Escrow	\$2,000.00-\$1,000.00
New Single Family State Seal	\$ 35.00-\$45.00
Re-Inspection Fee	\$ 80.00
Driveway Permit	Refer to driveway ordinance
Demolition or burning of existing structures	\$ 150.00
Move Buildings	\$ 200.00
Swimming Pools (permanent)	\$ 125.00
Appeal of the building code requirements	\$ 50.00

New Construction and Additions (Dollars per square foot of new construction)

Group	Building	Electric	Plumbing	HVAC	Total
Group 1	.10	.05 .06	.05 .06	.05 .06	.25 .28
Group 2	.12	.06	.03 .05	.03 .05	.24 .28
Group 3	.12	.08	.05	.06	.31
Group 4	.15	.08	.04	.04	.31
Group 5 1st 5,000 feet	.10	.05	.05	.05	.25
Group 5 5,000 - 10,000 feet	.06	.02	.03	.03	.14
Group 5 Over 10,000 feet	.03	.01	.01	.01	.06
Group 6	\$30				\$30
Minimum residential fee	\$100	\$100	\$100	\$100	
Minimum commercial fee	\$125-\$150	\$125	\$125	\$125	

- Group 1 Dwellings (including residence, garage, rooming house, but excluding hotel and institutions).
- Group 2 Office, professional barber, beauty, dry cleaning, clinic, natatorium, shelter, hotel and motel.
- Group 3 Tavern, restaurant, cafeteria, retail, commercial garage, service station
- Group 4 Church, assembly hall, educational institution, hospital, nursing home, lab, lodge hall, funeral home, library, skating rink, dance hall, and armories.
- Group 5 Agricultural buildings, warehouse, freight terminal, storage building, factory, machine shop, plus electrical substation, sewage plant, electrical generating plant, trans vault, and other not included in Groups 1-4.
- Group 6 Parking lots.

Alterations and Repairs to Existing Buildings (Renovation)

	Building	Electric	Plumbing	HVAC
	1.0% of cost or minimum fee, whichever is greater	1.8% of electrical construction costs, or minimum fee, whichever is greater	1.5 % of plumbing construction costs, or minimum fee, whichever is greater	1.5% of heating/ventilating/ air conditioning construction costs, or minimum fee, whichever is greater
Minimum residential fee	\$100	\$100	\$100	\$100
Minimum commercial fee	\$125-\$150 175	\$125 150	\$125 150	\$125 150

TOWN OF VERONA

TO: Town Board of Supervisors

FROM: Sarah Gaskell, Planner/Administrator

SUBJECT: Administrator Report for September 2022

Upcoming Meetings

- NRAC – September 13th, 6:30pm Town Hall
- Public Works – September 13th, 7:00am Town Hall
- Plan Commission – September 15th, 6:30pm Town Hall
- Financial Sustainability – September 15th, 2:30pm Town Hall

General

- Staff vacation: Gaskell out September 28-October 3
- Land Use Planning Presentation – September 10th, 2022 10am Town Hall
- Brush Drop-Off – September 10th 9:00am to 2pm Town Hall

Work Plan

- Municipal Court
- 2023 Budget
- ARPA project determination
- Communications Plan
- Emergency Plan
- Impact Fee Analysis

TOWN OF VERONA

TO: Town Board of Supervisors
Public Works Committee

DATE: August 31, 2022

FROM: W. Christopher Barnes, Public Works Director

SUBJECT: Monthly Report – August 2022

The monthly Public Works Department Activity report is submitted for the information and review of the Board and the Committee. August was an active month with the completion of the road construction program, roadside mowing season, sign repair and installation, and pothole patching. Numerous citizen and resident concerns and action requests were received and addressed on a daily basis. If you should have any questions, please let me know.

Road Maintenance Activities

- Picked up roadside fly dumping debris from Riverside Road and Range Trail.
- Continued roadside mowing Town-wide and Goose Lake area.
- Completed restriping of Fritz Road, Shady Oak Lane and Sugar River Road
- Installed bus Completed stop signs on Range Trail. Requested bus stop location data from the Verona School District

Equipment and Facility Activities

- Prepared storage bins for upcoming Town resident brush drop-off program.
- Placed order for early fill road salt delivery
- Continuing to obtain quotes for conversion from propane to natural gas for the facility

Sanitary Sewer Utility Activities

- Continued discussions with Madison Metro Sewerage District staff about the upcoming force main relief project. Participated in an on-line Public Information Meeting on August 24th.
- Responded to 3 Digger Hotline utility locate requests
- Received an update from MMSD regarding the selection process for engineering proposals for the extension of the Lower Badger Mill Creek Interceptor from County Highway PD to Mid-Town Road.

- **Engineering Activities**

- Continued working with the City of Fitchburg on the successful WISDOT grant application for Fitchrona Road reconstruction. Met with Fitchburg staff to review funding options. The plan is to reduce the project limits to Nesbitt Road to Lacy Road to stay within the Town budgeted local match.
- Completed construction of the 2022 roads. (Sunset Drive, Grandview Road, Rolling Oak Lane) Dane County Highway completed the final pavement stripping.
- Obtaining quotes for Schmid Lane paving from surplus cold patching funds.
- Valley Road Bridge design is complete and submitted for final review by WISDOT for a fall 2022 bid letting.

c: Sarah Gaskell, Town Planner/Administrator
Mark Judd, Road Patrolman

TOWN OF VERONA

TO: Town Board of Supervisors

FROM: Teresa Withee, Clerk/Treasurer

SUBJECT: August 2022 Clerk/Treasurer Report

Clerk

- Attended Town Board meeting and recorded minutes
- Dog license report was reconciled and forwarded to Dane County
- Public Test was held for the August Partisan Primary
- August 9, 2022 Partisan Primary Election – 670 Total Voted - 238 absentee and 432 in person. There were 13 election day registrations.
- Prepared all required information for the Partisan Primary Recount
- Conducted 3 training sessions for election workers

Treasurer

- Reviewed invoices, printed checks, prepared unpaid invoice reports and check detail reports
- Monthly bank reconciliations
- Prepared information for Financial Sustainability Committee
- Preliminary budget preparations
- State for SL-311 Video Service Provider report was completed and submitted
- Attended District 7 Meeting / Training

**Resolution Number 2022-4
Town of Verona**

Resolution Adopting the Dane County Natural Hazard Mitigation Plan: 2022 Update

WHEREAS the Town of Verona recognizes the threat that natural hazards pose to people and property within our community; and

WHEREAS the Town of Verona Board recognizes the importance of reducing or eliminating vulnerability to disasters caused by natural hazards for the overall good and welfare of the community, and

WHEREAS the Town of Verona has been an active, joint participant in the Dane County Hazard Mitigation Plan update, which has established a comprehensive, multi-jurisdictional, Natural Hazard Mitigation Plan to identify natural hazards and develop strategies to mitigate risks from natural hazards, and

WHEREAS the Federal Disaster Mitigation Act of 2000 requires jurisdictions to prepare and adopt a hazard mitigation plan to be eligible for certain federal disaster mitigation funding opportunities,

WHEREAS Town of Verona has identified and justified a number of proposed projects and programs needed to mitigate the vulnerabilities of Town of Verona to the impacts of future disasters to be included in the Dane County Natural Hazard Mitigation Plan, and

NOW, THEREFORE, BE IT RESOLVED that,

1. The Town of Verona hereby adopts the Dane County Natural Hazard Mitigation Plan; and
2. The Town of Verona will continue to participate in the updating and revision of the Dane County Hazard Mitigation Plan with a plan review and revision to occur within a five-year cycle, and designated staff will provide annual progress reports on the status of implementation of the plan to the Board of the Town of Verona; and
3. On behalf of Town of Verona, Dane County is authorized to submit this plan adoption resolution to Wisconsin Emergency Management and Federal Emergency Management Agency, Region V officials to enable final acceptance and recognition of the Natural Hazard Mitigation Plan.

ADOPTED by the Town of Verona Board on September 6, 2022, Dane County, Wisconsin.

Mark Geller, Town Chair

I hereby certify that the foregoing resolution was duly adopted by the Town of Verona Board at a legal meeting on the 6th day of September 2022.

Teresa Withee, Clerk/Treasurer

Dated _____

ORDINANCE NO. _____

AN ORDINANCE DISCONTINUING THE JOINT MUNICIPAL COURT AMONG THE TOWN OF MADISON, TOWN OF MIDDLETON AND TOWN OF VERONA, DANE COUNTY, WISCONSIN

WHEREAS, the Towns of Madison, Middleton and Verona, Dane County, Wisconsin, entered into an intergovernmental agreement effective on February 1, 2014, establishing a joint municipal court pursuant to sections 66.0301 and 755.01(4) of the Wisconsin Statutes; and

WHEREAS, the joint municipal court has been operating since that time; and

WHEREAS, the Town of Madison will be dissolved effective October 31, 2022; and

WHEREAS, the Town of Verona established its participation in the joint municipal court by Ordinance;

NOW, THEREFORE, THE TOWN BOARD OF THE TOWN OF VERONA, DANE COUNTY, WISCONSIN, DOES ORDAIN AS FOLLOWS:

SECTION 1. Subject to section 2 below, the joint municipal court of the Towns of Madison, Middleton and Verona, Dane County, Wisconsin, is hereby discontinued pursuant to section 755.01(4) of the Wisconsin Statutes, effective April 30, 2023.

SECTION 2. Notwithstanding Section 1, the joint municipal court shall not be discontinued unless the Town Boards of the Towns of Madison and Middleton each adopt an ordinance consistent with section 1 above discontinuing the joint municipal court and file copies of such ordinances with the Dane County Clerk and the Director of State Courts on or before October 1, 2022.

SECTION 3. Upon adoption of this ordinance and verification that the Town of Madison and the Town of Middleton have each adopted an ordinance consistent with the terms of this ordinance, the Town Clerk is authorized and directed to transmit a certified copy of this ordinance to the Dane County Clerk and the Director of State Courts pursuant to section 755.01(4), Stats.

SECTION 4. This ordinance shall take effect upon its enactment.

Adopted and approved this ____ day of September, 2022.

Mark Geller, Chairperson

ATTEST:

Teresa Withee, Town Clerk

ORDINANCE NO. _____

AN ORDINANCE CREATING A JOINT MUNICIPAL COURT FOR THE TOWNS OF MIDDLETON, VERONA, SPRINGFIELD AND CROSS PLAINS, DANE COUNTY, WISCONSIN

WHEREAS, the Towns of Madison, Middleton and Verona are parties to an agreement providing for the creation and operation of a joint municipal court serving the Towns; and

WHEREAS, said Town of Madison is dissolving and the Towns of Middleton and Verona desire to continue to participate in a joint municipal court; and

WHEREAS, the Towns of Springfield and Cross Plains have expressed an interest in participating in a joint municipal court; and

WHEREAS, the four Towns have reached an agreement for the sharing of expenses and other operational matters relating to the proposed joint municipal court; and

WHEREAS, Wis. Stat. § 755.01(4) requires that each municipal party to an agreement creating a joint municipal court enact identical ordinances providing for the election of the municipal judge and the operation and maintenance of the joint court; and

WHEREAS, the Town Board of Supervisors has determined that the operation of a joint municipal court serving the Towns of Middleton, Verona, Springfield and Cross Plains is in the public interest;

NOW, THEREFORE, THE TOWN BOARD OF THE TOWN OF VERONA, DANE COUNTY WISCONSIN, DOES ORDAIN AS FOLLOWS:

SECTION I: Section _____ of the Town of Verona Municipal Code is created to read as follows:

_____ **Municipal Court**

(1) Creation. There is hereby established a joint municipal court for the Town of Middleton, the Town of Verona, the Town of Springfield and the Town of Cross Plains which shall be known as the "Town of Middleton/Verona/Springfield/Cross Plains Joint Municipal Court."

(2) Jurisdiction. The court shall have jurisdiction over any action in which the Town of Middleton, the Town of Verona, the Town of Springfield or the Town of Cross Plains seeks to impose a forfeiture for violation of their respective ordinances unless an action is transferred under Wis. Stat. § 800.035(5)(c) or Wis. Stat. § 800.05(3) to a court of record. If equitable relief is demanded, the plaintiff shall bring the action in a court of record. The Municipal Court Judge may issue civil warrants to enforce matters that are under the jurisdiction of the municipal court,

as provided in Ch. 800. The Municipal Court Judge is authorized to issue inspection warrants under Wis. Stat. § 66.0119. The Municipal Judge may order a payment of restitution for violations of ordinances that prohibit conduct is the same as or similar to conduct prohibited by statute punishable by fine or imprisonment or both. The Municipal Judge shall use the restitution procedure under Wis. Stat. § 800.093.

(3) Municipal Judge. There is hereby created the office of the Municipal Judge for the Town of Middleton/Verona/Springfield/Cross Plains Joint Municipal Court. The Municipal Judge shall be elected by the electors of the Town of Middleton, the Town of Verona the Town of Springfield and the Town of Cross Plains at the spring election commencing in 2023 for a term of four years commencing on May 1st of the year of the Judge's election. The Municipal Judge shall be subject to the Wisconsin Code of Judicial Ethics and shall file an annual financial statement.

(4) Salary. Salaries may be paid annually or in equal installments as determined by the Town Board of the Town of Verona, but no municipal judge may be paid a salary for that portion of any term during which portion the judge has not executed and filed an official bond or oath as required by Wis. Stat. §§ 755.03 and 19.01(4)(c). The Town of Verona shall be responsible for payment the Municipal Judge's salary and related expenses.

(5) Procedure in Joint Municipal Court.

- (a) The procedure in the Town of Middleton/Verona/Springfield/Cross Plains Joint Municipal Court shall be as provided in this section and state law, including, but not by way of limitation, Chapters 66, 755 and 800 of the Wisconsin Statutes.
- (b) The court shall be open as determined by the Municipal Judge.
- (c) The Municipal Judge shall keep and maintain the Municipal Judge's office and hold court in the Town Hall of the Town of Verona. The Town of Verona shall provide suitable office space for the Municipal Judge meeting the requirements of Wis. Stat. § 755.09.
- (d) If the Municipal Judge is temporarily absent, sick or disabled, the provisions of Wis. Stat. § 800.06(1) shall apply, and if the Municipal Judge becomes incompetent, unable or fails to act, or in the event of a vacancy, the provisions of Wis. Stat. § 800.06(2), shall apply. Any substitute Municipal Judge designated or assigned hereunder shall be compensated as authorized by the Town Board of the Town of Madison. The Municipal Judge shall satisfy all continuing education requirements for municipal judges.
- (e) For non-traffic matters, the respective Town Attorney shall draft a bond schedule, which shall become effective upon approval by the respective Town Board and the Municipal Judge.

(f) The Municipal Judge shall promptly issue decisions on all matters submitted to him or her after all evidence and argument have been presented.

(6) Fees.

(a) The Clerk of the Town of Middleton/Verona/Springfield/Cross Plains Joint Municipal Court shall collect all forfeitures and costs in any action or proceeding before the court. Bonds for appearance, partial payments and other funds collected by the court shall be treated as escrow funds and deposited with the Town of Verona Treasurer.

(b) The Town of Verona shall disburse the forfeiture to the appropriate municipality less any amount due under the parties Agreement and the Town of Verona shall disburse the fees, assessments and surcharges as provided by statute. The Town of Verona shall report to the appropriate Town Treasurer the title of the action, the offense for which the forfeiture was imposed and the total amount of the forfeiture, fees, penalty assessment and costs, if any.

(7) Abolition of Joint Court. The Town Board of any participating Town may terminate the participation of that Town in the Town of Middleton/Verona/Springfield/Cross Plains Joint Municipal Court as provided in the intergovernmental agreement between the parties. Such termination shall not effect an abolition of the Town of Middleton/Verona/Springfield/Cross Plains Joint Municipal Court such termination results in the termination of the intergovernmental agreement, in which case the Town of Middleton/Verona/Springfield/Cross Plains Joint Municipal Court shall be deemed abolished at the end of the then-current term for which the Municipal Judge has been elected.

(8) Contempt of Court. The Municipal Judge shall have all of the contempt powers as provided in Wis. Stat. § 800.12.

(9) Clerk of Joint Municipal Court.

(a) Appointment. The Municipal Judge shall, in writing, appoint a Clerk of the Town of Middleton/Verona/Springfield/Cross Plains Joint Municipal Court as authorized by the Town of Verona Board. The Clerk's salary shall be fixed by the Town Board of the Town of Verona and paid by the Town of Verona. The Clerk shall, before entering upon the duties of the Clerk's office, take the oath provided by Wis. Stat. § 19.0, and give such bond as the Town Boards of the Towns of Middleton, Verona, Springfield and/or Cross Plains may require. The oath and bond of the Clerk shall be filed with the Town Clerks of each participating Town. The cost of such bonds shall be paid by the respective Town.

(b) Duties. The Court Clerk shall:

- (i) File and review citations and complaints, assuring their correctness;
- (ii) Reply to departmental mail concerning routine matters as prescribed by the Municipal Judge;
- (iii) Assign docket numbers to citations and complaints, type the docket sheets and gather the material pertinent to cases;
- (iv) Determine and schedule court dates and facilities;
- (v) Arrange for juvenile cases to be heard away from regular court;
- (vi) Communicate with law officers, attorneys and defendants regarding court proceedings;
- (vii) Balance dockets at the conclusion of court proceedings;
- (viii) Prepare and mail warrants and summons;
- (ix) Prepare monthly report of financial activities;
- (x) Assist in the collection of traffic bonds;
- (xi) Prepare necessary communications for jury trials and transfer to Circuit Court; and
- (xii) Perform such other duties as may be required by the Municipal Judge and Town Boards of the Towns of Middleton, Verona, Springfield and Cross Plains.

SECTION II: This ordinance shall be effective _____

Enacted at a regular meeting of the Town Board this ____ day of September, 2022.

Mark Geller, Chairperson

Attest: _____
Teresa Withee, Town Clerk

Town of Verona
Town Board Meeting
Tuesday, September 7, 2021 6:30 p.m.

Town Board Members Present: Geller, Mathies, Lonsdorf, Wiederhoeft and Maxwell

Staff Present: Administrator/Planner Gaskell and Public Works Director Barnes

Others Present: Mike and Pat Ehly, Jamie Lindau, Megan Lindau, Paul Kirsop, Mona Cassis, Susan Pigorsch, Rosemary Bodolay, Jeanne Powles, Jim Wiederhoeft

- 1) Call to Order/Approval of the Agenda – Chair Geller called the meeting to order at 6:30 pm. Motion by Wiederhoeft to approve the agenda, second by Lonsdorf. Motion carried by voice vote.
- 2) Pledge of Allegiance
- 3) Public Comment – Mike Ehly spoke regarding brush collection. Chair Geller advised that this will be a topic for town board discussion at a later meeting. Susan Pigorsch spoke about the Ad Hoc Committee report and its recommendations.
- 4) Approval of minutes from July 5, 2021 Town Board Meeting; Motion by Lonsdorf to approve minutes from June 1, 2021, second by Wiederhoeft. Maxwell requests a change to page 3, item 8; b 2.5% increase should add per year. Section G 3.5% the word increase should be added. Wiederhoeft stated that the next sentence should be corrected for a grammatical error. Motion carried by voice vote.
- 5) Staff Reports
 - a. Administrator/Planner Report – Gaskell stated that August and September reports are included in the packet. Senior Center agreement has been signed and services will begin on January 1, 2022. Open house is scheduled for September 25th from 11 am to 1 pm. Welcome packet will go out to anyone that moved in after January 1, 2020 and will be distributed to new residents going forward.
 - b. Public Works Director Report – Barnes report was included in packet.
- 6) Committee Reports
 - A. Plan Commission:
 - i. Discussion and Possible Action: Site Plan Approval for Final Phase of Construction for the Madison-Verona Self Storage facility located at 4201 Maple Grove Road, submitted by Jamie and Cameron Lindau. Discussion by board. Motion by Maxwell to approve the construction and landscaping plan for the final build out of the self-storage unit as shown on the revised plan of July 27,2021 for project no. 52104. Seconded by Mathies. Motion carried by voice vote.
 - ii. Discussion and Possible Action: Land Use Application 2021-11 submitted by Sugar River Investors, LLC for a rezone from AT-35 to RM-16 for 38.4 acre parcel 062/0608-301-8001-1 located at 2325 Sugar River Road, Verona, WI. Discussion by board. Motion by Maxwell to approve Land Use Application 2021-11 for a rezone

from AT-35 and RR-2 to RM-16 for parcel no 062-608-301-8001-1 with the following conditions:

- 1) That the conditional uses of the property be limited to those of RR-16 zoning category
- 2) That the house and accessory buildings be located south of the diagonal line shown on CSM 8957 dated Aug 11, 2021.

Seconded by Mathies. Motion carried by voice vote.

- iii. Discussion and Possible Action: Land Use Application 2021-06 submitted by Noa Prieve on behalf of Stilwell Trust, 6411 Sunset Drive, for a 4-unit Condo Plat Concept Approval and Rezone (parcel number 062/0608-364-8990-2 (20.3 acres). Discussion by board. Motion by Maxwell to approve Land Use Application 2021-10 for a 4-unit condo plat concept plan and a rezone of parcel no. 062-608-364-8990-2 from RM-16 to MFR-08 with the following conditions:

- 1) That the final plat is approved and filed with Dane County
- 2) That deed be filed to restrict each unit to a single-family residence

Seconded by Mathies. Motion carried by voice vote.

- iv. Discussion and Possible Action: Land Use Application 2021-12 submitted by D’Onofrio Kottke on behalf of Mishpacha LLC (Harvey Temkin) of 2313 Sugar River Road for a CSM and Rezone. Discussion by board. Motion by Maxwell to approve Land Use Application 2021-12 for a CSM creating a 7-acre lot and a rezone from RR-2 to RR-4 with the following conditions:

- 1) That the Town accept the ROW dedication on Sugar River Road.
- 2) That satisfactory language be approved by the Town’s attorney for the potential dedication of the road in whole or part to the Town. This language would be added to the CSM or filed in a separate document.
- 3) That the driveway meets the safety standards required by the fire department.

Seconded by Mathies. Motion carried by voice vote.

- v. Discussion and Possible Action: Land Use Application 2020-06 submitted by Twin Rock LLC for Preliminary Plat and Neighborhood Association Declaration Approval for property near 2528 Spring Rose Road (062/0608-183-8681-0 and 0-608-183-3180-9). Discussion by board. Motion by Maxwell to approve land use application 2020-06 For the preliminary plat for the property near 2528 Spring Rose Road parcel no. 062-608-183-8681-0 and 062-608-183-3180-9 with the following conditions:

- 1) That the Declaration of Covenants is approved
- 2) That the Development Agreement is approved

Seconded by Mathies. Motion carried by voice vote.

B. Public Works:

- i. Discussion and Possible Action: Town Road Speed Limit Recommendation for Paulson Road and Woods Road to be changed from 55 miles per hour to 45 miles per hour. Discussion by board. Motion by Lonsdorf to table. Second by Mathies. Motion carried by voice vote.
- ii. Discussion and Possible Action: Resolution 2021-07 to Rename a Portion of Stony Ridge Circle and Name a New Roadway Constructed as a Result of the County Trunk Highway M Project. Discussion by board. Motion by Lonsdorf to approve resolution to rename a portion of Ridge Circle and name a new roadway constructed as a result of the County Trunk Highway "M" Project. Second by Mathies. Motion carried by voice vote.

C. Ordinance Committee: no update.

D. Financial Sustainability Committee: Mathies stated meeting was held at the end of July. Reviewed 6-month spending in comparison to budget. Committee will be focusing on next year's budget and 5-year budget projections.

E. Natural and Recreational Areas Committee: Lonsdorf reviewed proposed priorities for 2021-2022.

- i. Discussion and Possible Action: Finalization of Committee Goals. Mathies would like to see stormwater management of the pond at town hall added to their list along with Goose Lake. Maxwell would like the committee to review locations of future subdivisions. Discussion by board to approve listed goals.

F. EMS Commission: Lonsdorf was not able to attend. Discussion was regarding preliminary budget and equalized values.

G. Senior Services Committee: Geller stated that Board of Directors continue to meet frequently. Letter will be going out to residents regarding continuing of services.

H. Town Chair's Business: Geller relayed details of the quarterly EPIC meeting. They are currently constructing three new buildings.

I. Supervisor Announcements: No updates

7) Old Business - none

8) New Business

- A. Discussion and Possible Action: Town of Verona Financial Support Contribution to the 2022 MPO Budget. Discussion by board. Motion by Lonsdorf to support the request of \$494 toward the local share financing of their annual budget if approved in the TOV 2022 Budget process. Second by Maxwell. Motion approved by voice vote.
- B. Discussion and Possible Action: Dane County Ordinance Amendment 2021-OA-002 to revise the text of various sign regulation provisions in Chapter 10 of the Dane County Code of Ordinances. Discussion by board. Mathies stated that Dane County will be revising this ordinance and it will be resubmitted to the town for approval at a later date.
- C. Discussion and Possible Action: Payment of the Bills. Mathies stated that the board will not be acting on this item anymore. Maxwell asked if the town attorney invoice provides a breakdown of charges. Gaskell stated that it does.

9) Motion by Wiederhoeft to adjourn, second by Maxwell, meeting adjourned with no objection at 9:27pm.

Prepared by Teresa Withee, Town Clerk

Approved: October 5, 2021

Natural and Recreational Areas Committee Proposed Priorities for 2021-22

Town of Verona Board report - 7/29/21

- 1) Improve connections on Town recreational trails, including bike trails, hiking trails (especially Ice Age National Scenic Trail), and water trails along the Sugar River and Badger Mill Creek.
- 2) Develop a Town program to help larger landowners preserve their lands from development to include Purchase or Transfer of Development Rights (PDR/TDR) and Conservation Easements, and others. This will aid in helping the Town to preserve its “rural character”.
- 3) Identify significant natural features and public lands on maps and website to help with landowner recognition and protection, and to help promote and guide recreational activities.
- 4) Watershed management – identify and support activities of the Upper Sugar River Watershed Association, and Badger Mill Creek restoration efforts particularly in the Goose Lake Area.
- 5) Develop an annual Town Prairie management plan and recruit Town citizens to help with it.

Justification for this proposal

Two Town documents used in guiding the development of this list:

- Town of Verona Comprehensive Plan 2018-2038
- Town of Verona Natural and Recreational Areas Plan 2018-2023

NRA Plan page 5, Chapter 3 lists 6 broad goals to “guide the direction of NRAC in carrying out its mission”.

1. Provide sufficient open space, park land, and recreational opportunities to meet the growing demand of Verona Area residents without adversely affecting existing natural areas.
2. Preserve for posterity the characteristics and diversity of the cultural, historical resources and natural areas of the Town of Verona.
3. Protect lakes, rivers and streams, including shorelines, wetlands, high infiltration areas and associated vegetative buffers to maintain high water quality, manage water quantity, and sustain water-related recreation throughout the Township.
4. Leverage the efforts of other entities to maximize the benefits for Town residents, Including Dane County, the City of Verona, and other neighboring communities, and private or non-profit organizations.