

**Town of Verona
Town Board Meeting
Town Hall Community Room
7669 County Highway PD, Verona WI 53593
Tuesday October 3, 2023 6:30 PM**



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 September 5, 2023
- 5) Committee Reports
 - A. Plan Commission
 - B. Public Works
 1. Discussion: Resolution to Vacate a Segment of Hidden River Road in the Town of Verona
 - C. Finance Committee
 - D. Natural and Recreational Areas Committee
 - E. EMS Commission
 - F. Senior Services Committee
 - G. Town Chair's Business
 - H. 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: Dane County Ordinance Amendment 2023 OA-009 Regarding Salvage Operations
 - B. Discussion and Possible Action: Town of Verona Fund Balance Policy
 - C. Discussion and Possible Action: Town Hall Land Management Plan

- D. Motion to go into Closed Session per Wis. Stats. §19.85 (1) (g): Conferring with legal counsel for the governmental body who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation in which it is or is likely to become involved (Potential litigation regarding City of Verona Ordinance No. 23-1020)
- E. Motion to return to Open Session
- F. Discussion and Possible Action: Issues discussed in Closed Session.

8) New Business

- A. Discussion and Presentation: 2024 Draft Fitch-Rona Budget
- B. 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 Finance Committees 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: 09/22/2023
Posted: 09/26/2023



Town of Verona Strategic Planning Summary

Two strategic planning sessions held by the Town Board, committees, and commissions on November 11, 2017 and February 17th, 2018. The purpose of these sessions was to develop an updated vision statement and outline guiding principles for work going forward.

Town of Verona Vision Statement

To maintain the Town as an independent, financially sustainable, safe,
and healthy rural community

Guiding principles

- Create a welcoming and inclusive community
- Provide efficient services
- Be fiscally responsible
- Anticipate and plan for growth
- Protect and enhance cultural and natural resources
- Maintain open and transparent government
- Coordinate and collaborate with neighboring jurisdictions/key partners

Town of Verona
Town Board Meeting Minutes
Tuesday, September 05, 2023 – 6:30 pm

Town Board Members Present: Chair Mark Geller, Tom Mathies, Dave Lonsdorf, Deb Paul, and Mike Duerst

Staff Present: Administrator/Planner Sarah Gaskell, Clerk/Treasurer Teresa Withee, Public Works and Director Chris Barnes

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 as amended, second by Lonsdorf. Motion carried by voice vote.
2. Pledge of Allegiance
3. Public Comment
 - a. Tim Sweeney, 2746 Prairie Circle, addressed the board and stated he appreciates the board and what they do. He is concerned with the lack of communication from EPIC regarding what they are doing with the property behind his. He feels town residents are not informed regarding what roadwork is being done in the town by the county and EPIC. He is requesting that the town have a meeting with EPIC and the city.
 - b. Rich Henderson, 2845 Timber Lane, would like to speak with the plan commission and NRAC regarding the Sugar River Valley region as a conservation area. Geller suggested he leave his contact information to get him involved in the discussion.
 - c. Kathy Henderson, 2845 Timber Lane stated the town should find out what is going on with the roads and inform the residents.
4. Approval of minutes from August 1, 2023. Motion by Duerst to approve the minutes from August 1, 2023 with corrections, second by Paul. Motion carried by voice vote.
5. Committee Reports
 - A. Plan Commission
 1. Discussion: Sugar River Properties Concept Plan Update. Gaskell presented the concept plan update. Discussion by board.
 2. Discussion: Update on the 2023 Comprehensive Plan Amendment Process. Gaskell explained the process. There is a September 30th deadline for landowners to submit application for changes. Discussion by board.
 - B. Public Works – no meeting
 - C. Finance Committee – Mathies stated the committee reviewed the audit and year to date budget. Next meeting will be joint budget meeting in October.

- D. Natural and Recreational Areas – Lonsdorf stated they are getting closer to having the Town of Verona natural area project completed, patches were ordered. Certificate of completion has also been designed for the project. Sustainability Forum on September 20th regarding climate change 6:30 pm at Town Hall. Next regular meeting will be October.
 - E. EMS Commission – Lonsdorf stated there is a new billing company, Three Rivers Company that was not following up on claims. EMS received a grant from EPIC for a point of care ultrasound machine.
 - F. Senior Services Committee – Paul stated they met August 10th and the Assistant Administrator has resigned and they are looking to hire someone soon. The case manager put in her two-week notice. No new town residents are using the program. The check in system has been updated to collect more data.
 - G. Town Chair’s Business – Geller stated the Bovy CSM was approved at the Joint City/Town Planning Committee meeting. He met with the new Fitchburg mayor.
 - H. Supervisor Announcements – Mathies stated that September 20th Dane County Towns Association meeting at the Town of Dunn. Lonsdorf stated September 20th 2nd phase of Badger Mill Creek sewer project meeting. MMSD forming a group called Badger Mill Creek Stakeholder group. One million dollars will be available in funding to support health of Badger Mill Creek, and the town will have a representative. Paul asked about a second driveway to the Dane County Salt Shed. Barnes addressed her concerns. Paul asked about enforcement of ordinances. Gaskell stated that she and Judge Mauer are reviewing.
6. Staff Reports
- A. Administrator/Planner Report was included in the packet. Gaskell stated remediation will be on the city September 12th agenda. Adam Sayer has resigned from the city. Pellitteri is changing pickup date from Monday to Friday.
 - B. Public Works Director Report was included in the packet. Barnes stated Valley Road bridge opened last week. Roadwork for the year is finished, he is working on next year’s road plans. Duerst asked about the cement being added where people turn into the parking lot. Barnes stated it will be a flush median. Paul asked about Shagbark, he stated that it will take a lot of work to repair.
 - C. Clerk/Treasurer Report was included in the packet. Paul asked if dog licenses were up since they were sent, Withee stated they are about the same. Mathies asked what a special assessment letter is, she explained the process. Paul asked about open records requests.
7. Old Business - none
8. New Business
- A. Discussion: Check Register Review. Discussion by board.

9. Motion by Duerst to adjourn, second by Mathies, meeting adjourned without objection at 7:55 pm.

Prepared by Teresa Withee, Town Administrator

Approved:

DRAFT

TOWN OF VERONA

TO: Town Board of Supervisors

DATE: September 26, 2023

FROM: W. Christopher Barnes, Public Works Director

SUBJECT: Hidden River (South) Proposed Right of Way Vacation

In conjunction with Public Works Committee, town staff has been pursuing the road vacation of appropriate town highways. Recent activities on Hidden River (South) make it an excellent candidate for vacation of the right of way and discontinuation of the town highway. For historical perspective, in 1990 the State of Wisconsin Highway Department (WISDOT) requested all towns review and submit candidates for single purpose roads. Single Purpose Road are defined by WISDOT as:

- 1-A stub-end road that serves only one property.
- 2-The extremity of a stub end road that lies entirely within the boundaries of the last parcel served.
- 3-A stub end road that serves parcels of land that also abut on and have legal access to another public road.

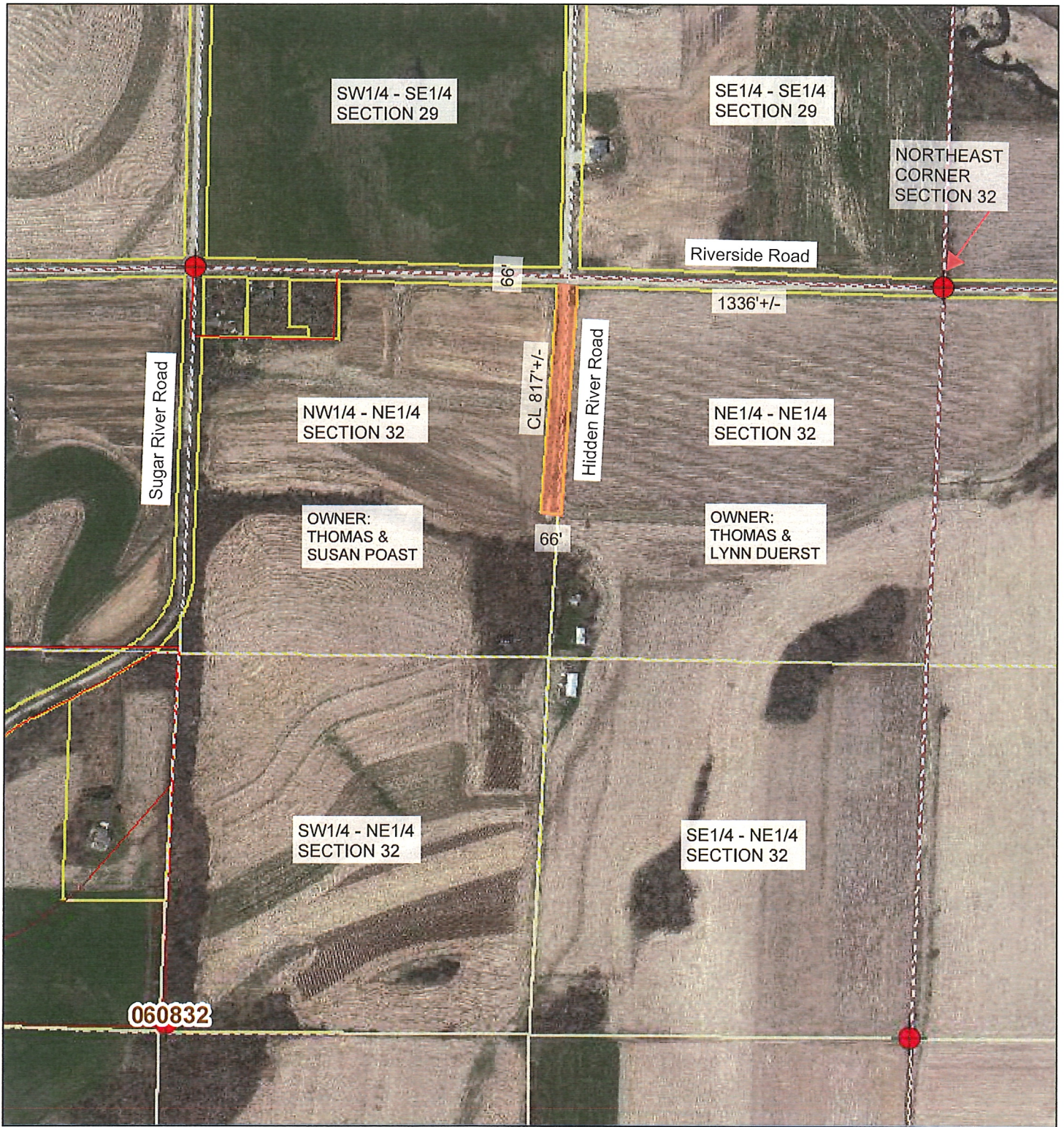
At that time 16 town roads were considered by WISDOT as single purpose roads. Over the years the town has identified a number of single purpose roads and has vacated a number of roads i.e., Oak Grove Road, Hefty Road, Littleton Road and a portion of Wesner Road.

Hidden River (South) is a gravel road which serves two properties. Both properties have legal access to other public roads. There are no residences located on the road and the typical use is agricultural by the two abutting property owners, In August of 2023, the town completed the re-graveling and restoration of the road to a like new condition.

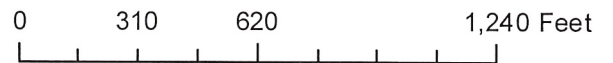
The recent announcement of the Dane County purchase of property to the east of Hidden River (South) Road makes the maintenance of the road an additional burden for the town while losing the tax revenue of the parcel. On September 19, 2023, the Public Works Committee reviewed the proposed vacation and passed a motion to recommend the discontinuance of Hidden River (South) and request the Town Board to initiate the vacation process. The process requires a number of public notices and for that reason the public hearing for the vacation will not come back to the Town Board for consideration until December 5, 2023. The attached documents have been reviewed and approved by the town attorney. If you have any questions, please let me know.


Attachments

Hidden River Road



September 5, 2023



 Tie Sheet Corners

Parcels

QQ Sections

Sections

Within Plat

Plat Boundaries



**NOTICE OF HEARING
DISCONTINUANCE OF A PORTION OF A
THE PUBLIC RIGHT OF WAY HIDDEN RIVER ROAD
IN THE TOWN OF VERONA**

**Town of Verona Hall
7669 County Highway PD
Verona, WI 53593
December 5, 2023**

Pursuant to §66.1003(4) of the Wisconsin Statutes, a public hearing will be held by the Town Board of the Town of Verona at the Verona Town Hall located at 7669 County Highway PD, Verona, Wisconsin, on December 5, 2023 during a regular meeting of the Town Board commencing at 6:30 PM to receive public comment on the proposed discontinuance of a portion of Hidden River Road in the Town of Verona. A resolution to approve the discontinuance was introduced at a meeting of the Town Board on October 3, 2023. The resolution is available for inspection at the office of the Town Clerk, 7669 County Highway PD, Verona, Wisconsin. If adopted, the resolution would discontinue that segment of Hidden River Road south of Riverside Road, more particularly described as follows:

Hidden River Road to be Vacated

Being a 66' wide roadway with 33' on either side of the centerline located in part of the Northeast ¼ of Section 32, Township 6 North, Range 8 East in the Town of Verona, the centerline being more particularly described as follows:

Commencing at the Northeast corner of said Section 32; thence westerly 1336 feet more or less along the North line of the Northeast ¼ of said 32 to the intersection of the northerly extension of the centerline of Hidden River Road to the south; thence southerly 33 feet along the northerly extension of the centerline of said Hidden River Road to a point on the southerly right-of-way of Riverside Road and being the Point of Beginning; thence continuing southerly 817 feet more or less along the centerline of said Hidden River Road to the termination of the said road.

Dated: September 19, 2023
Drafted by: W. Christopher Barnes, Town of Verona Public
Works Director

Published:

PRELIMINARY

RESOLUTION 2023-04

A RESOLUTION TO VACATE A SEGMENT OF HIDDEN RIVER ROAD IN THE TOWN OF VERONA

WHEREAS, the Town of Verona has the power to discontinue the whole or part of any public way within the Town limits pursuant to Wis. Stats. §66.1003 when the public interest requires it; and

WHEREAS, the portion of the public way, Hidden River Road south of Riverside Road as shown on Exhibit A attached hereto serves only two undeveloped properties; and

WHEREAS, vacation of the portion of the public way shown on Exhibit A will not result in a landlocked parcel or property; and

WHEREAS, the Town Board has held a public hearing to consider public comments on the proposed vacation of the road segment legally described below and depicted in Exhibit A, and hereby determines that it is in the public interest to vacate and discontinue that segment of Hidden River Road;

NOW, THEREFORE, BE IT RESOLVED, by the Town of Verona Board of Supervisors that the portion of the following described public right-of-way is hereby vacated and discontinued:

A 66' wide roadway with 33' on either side of the centerline located in part of the Northeast ¼ of Section 32, Township 6 North, Range 8 East in the Town of Verona, the centerline being more particularly described as follows:

Commencing at the Northeast corner of said Section 32; thence westerly 1336 feet more or less along the North line of the Northeast ¼ of said 32 to the intersection of the northerly extension of the centerline of Hidden River Road to the south; thence southerly 33 feet along the northerly extension of the centerline of said Hidden River Road to a point on the southerly right-of-way of Riverside Road and being the Point of Beginning; thence continuing southerly 817 feet more or less along the centerline of said Hidden River Road to the termination of the said road.

BE IT FURTHER RESOLVED, that all easements and rights incidental to the easements that belong to any county, school district, town, village, city, utility, or person that relate to any underground or over ground structures improvements, or services and all rights of entrance, maintenance, construction, and repair of the structures, improvements, or services shall continue. The Town of Verona does not consent to the discontinuance of any such easements and rights.

Adopted by the Verona Town Board this 5th day of December, 2023.

Mark Geller, Chairperson

Attest:

Teresa Withee, Clerk

Exhibit A

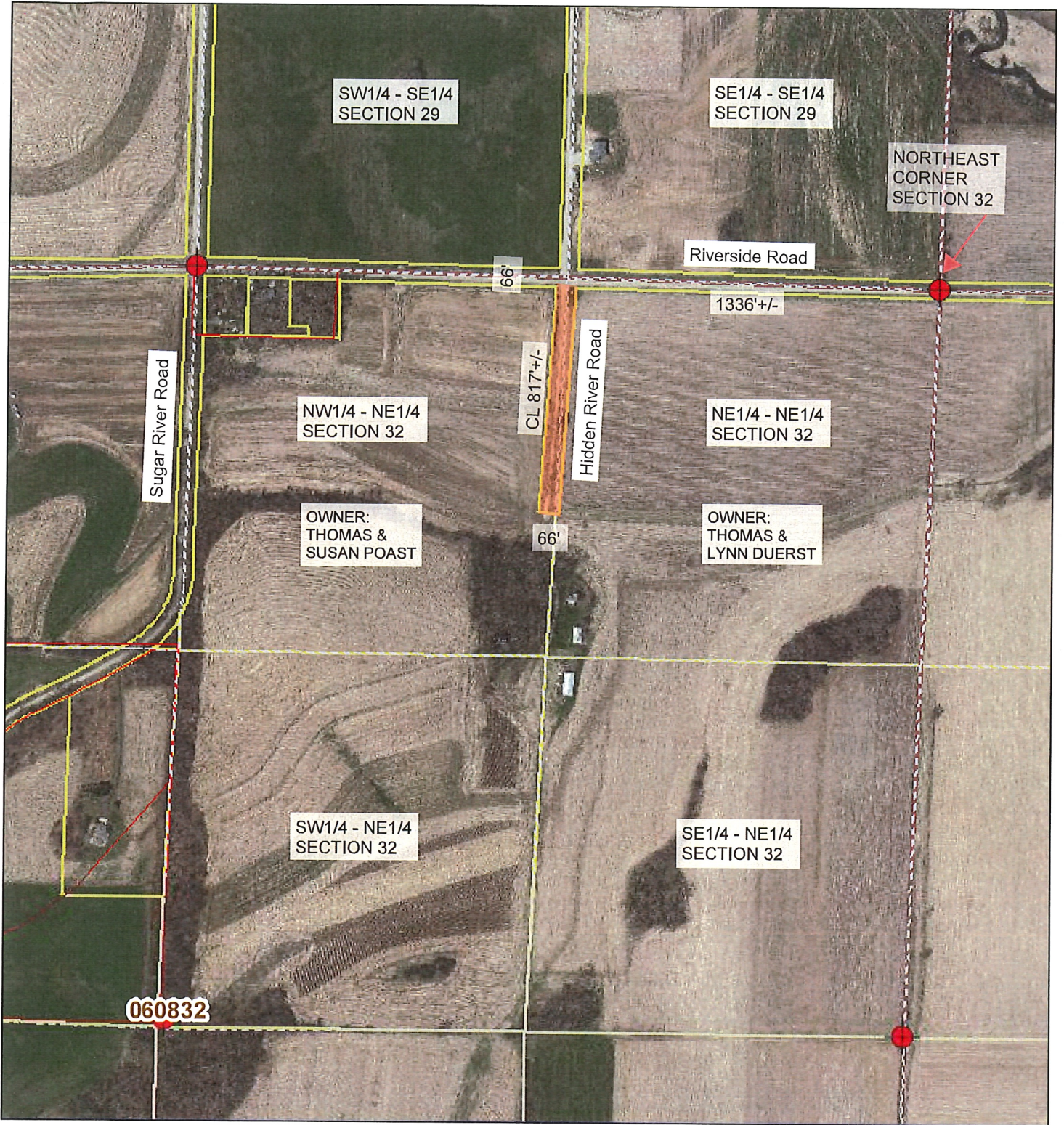
PRELIMINARY

Hidden River Road to be Vacated

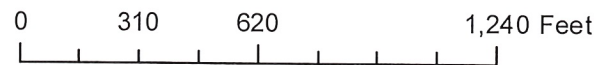
Being a 66' wide roadway with 33' on either side of the centerline located in part of the Northeast ¼ of Section 32, Township 6 North, Range 8 East in the Town of Verona, the centerline being more particularly described as follows:

Commencing at the Northeast corner of said Section 32; thence westerly 1336 feet more or less along the North line of the Northeast ¼ of said 32 to the intersection of the northerly extension of the centerline of Hidden River Road to the south; thence southerly 33 feet along the northerly extension of the centerline of said Hidden River Road to a point on the southerly right-of-way of Riverside Road and being the Point of Beginning; thence continuing southerly 817 feet more or less along the centerline of said Hidden River Road to the termination of the said road.

Hidden River Road



September 5, 2023



Tie Sheet Corners

Parcels

QQ Sections

Sections

Within Plat

Plat Boundaries



LIS PENDENS

Document Number

Document Title

In re a resolution to vacate and discontinue that segment of Hidden River Road lying south of Riverside Road in the Town of Verona, Dane County, Wisconsin

PRELIMINARY

NOTICE IS HEREBY GIVEN in accordance with §840.11 of Wisconsin Statutes, by the Town of Verona, Wisconsin, that on the 3rd day of October 2023 a resolution will be introduced before the Town Board pursuant to §66.1003 (4) of the Wisconsin Statutes to vacate and discontinue that segment of Hidden River Road lying south of Riverside Road in the Town of Verona, as more fully described in Exhibit A attached hereto and incorporated herein.

Town of Verona
7669 County Highway PD
Verona, WI 53593

Name and Return Address

Dated this _____ day of _____, 2023.

No Parcel Number
Parcel Identification Number

TOWN OF VERONA

By: _____

Teresa Withee
Clerk, Town of Verona

7669 County Highway PD
Verona, WI 53593
(608) 845-7187

(
STATE OF WISCONSIN)
)
COUNTY OF DANE)

Personally came before me this _____ day of _____, 2023, the above-named _____
Personally known to me to be the person who executed the foregoing instrument and acknowledged the same.

_____ (signed)

_____ (printed)

NOTARY PUBLIC
Dane County, Wisconsin
My Commission _____

This document was drafted by:
Verona Town Clerk Teresa Withee

PRELIMINARY

Exhibit A

Hidden River Road to be Vacated

Being a 66' wide roadway with 33' on either side of the centerline located in part of the Northeast $\frac{1}{4}$ of Section 32, Township 6 North, Range 8 East in the Town of Verona, the centerline being more particularly described as follows:

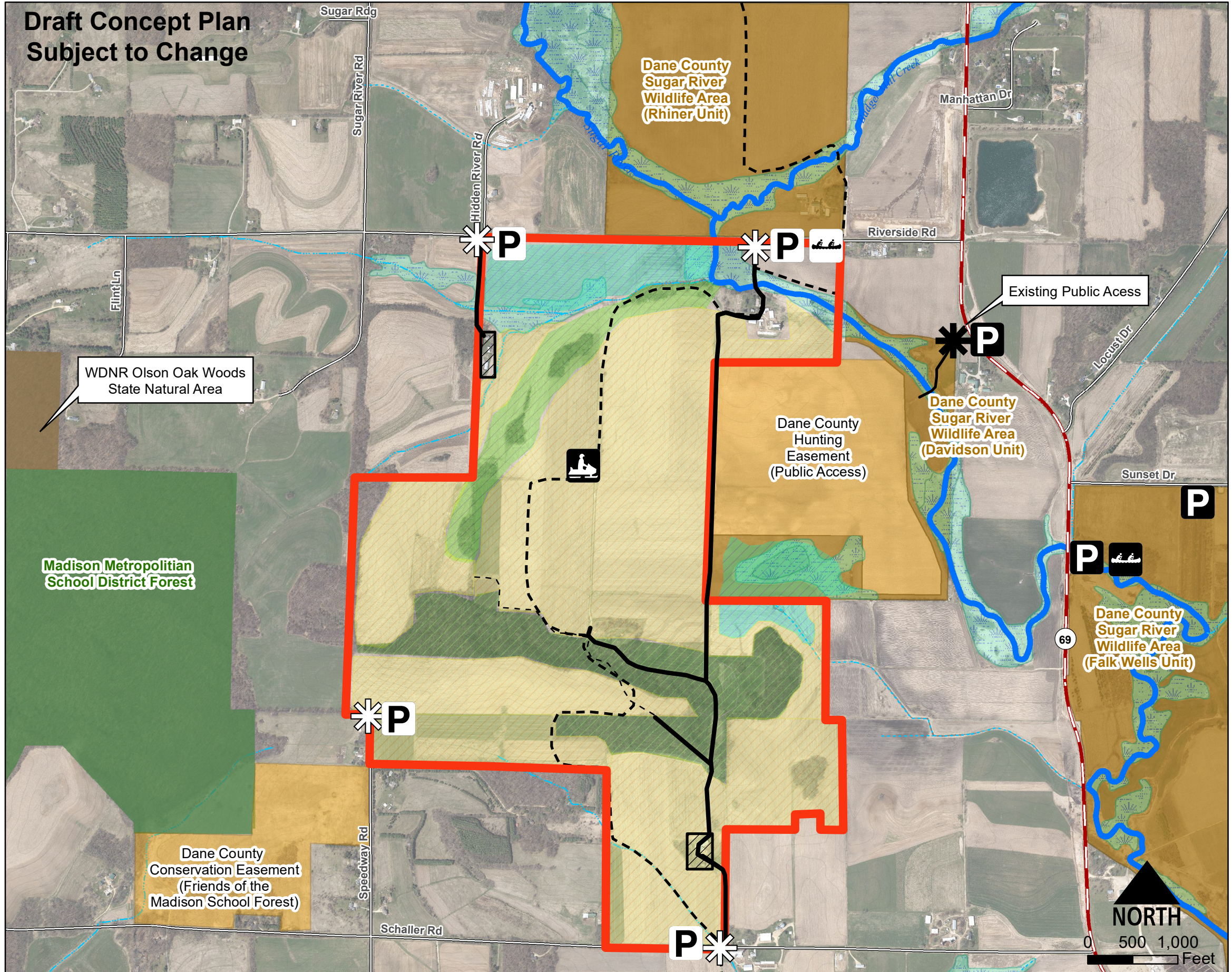
Commencing at the Northeast corner of said Section 32; thence westerly 1336 feet more or less along the North line of the Northeast $\frac{1}{4}$ of said 32 to the intersection of the northerly extension of the centerline of Hidden River Road to the south; thence southerly 33 feet along the northerly extension of the centerline of said Hidden River Road to a point on the southerly right-of-way of Riverside Road and being the Point of Beginning; thence continuing southerly 817 feet more or less along the centerline of said Hidden River Road to the termination of the said road.

Sugar River Wildlife Area Property Acquisition

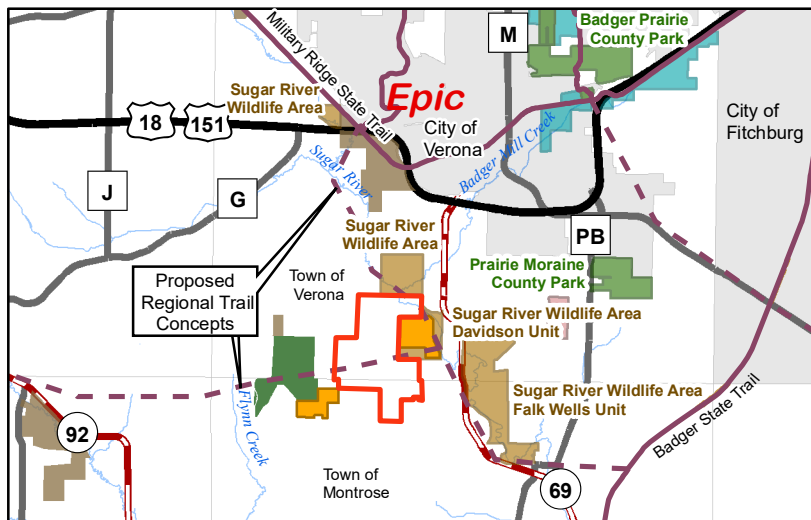
Town of Verona & Town of Montrose: Duerst Family - approx. 625 acres

Legend

- Subject Parcel
- Existing Improvements**
- Snowmobile Trail
- Gravel Roads
- Potential Improvements**
- Public Access
- Parking Area
- Canoe/Kayak Launch
- Building Demo
- Future Landcover**
- Prairie Restoration
- Savanna Restoration
- Wetland Restoration
- Woodland Restoration



Sugar River Wildlife Area Current Acreage: 725 acres



TOWN OF VERONA

TO: Town Board of Supervisors

FROM: Sarah Gaskell, Planner/Administrator

SUBJECT: Administrator Report for September 2023

Upcoming Meetings

- NRAC – October 10th, 6:30pm Town Hall
- Public Works – October 17th, 7:00am Town Hall
- Finance – TBD
- Plan Commission – October 19th, 6:30pm Town Hall

General

- Pre-Mediation discussions with the City of Verona – ongoing

Work Plan

- Open Space and Parks Plan 2024 – 2029
- Knowledge Capture/calendar
- 2022 Budget Amendments if needed
- 2024 Draft Budget
- TOV HOA annual meeting
- Comprehensive Plan Amendments
- Vault reorganization
- Communications Plan
- Succession Plan
- Emergency Plan
- Impact Fee Analysis

Town Board 2023 Goals Progress

- Succession Planning and Yearly Calendar creation – in progress
- Comprehensive Plan Amendments – Landowner application deadline September 30th
- NRAC plan update - in progress
- Dark Sky Ordinance Enforcement
- Communication expansion – in progress
- Landscape Plan for Town Hall Property - October agenda item

TOWN OF VERONA

TO: Town Board of Supervisors
Public Works Committee

DATE: September 25, 2023

FROM: W. Christopher Barnes, Public Works Director

SUBJECT: Monthly Report – September 2023

The monthly Public Works Department Activity report is submitted for the information and review of the Board and the Committee. September was an active month with the continued mowing season, pothole patching and preparation for the Ironman Triathlon. 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

- Inspected the Ironman Triathlon route for pavement repairs
- Coordinated for contract tree removal on Sugar River Road, Shady Oak Lane and Horseshoe Bend.
- Completed patching on Shady Bend, Fitchrona, Midtown, and Sunset Sugar River Road
- Picked up 3 fly dumping area
- Cleaned catch basin at 6386 Sunset Drive
- Coordinated sign installation for the Madison public schools forest on Fritz Road

Equipment and Facility Activities

- Set up for various community room rental events
- Scheduled new truck for equipment and radio
- Made batwing mower repairs

Sanitary Sewer Utility Activities

- Participated in Pubic Informational Meeting no.4 for the Badger Mill Pump Station 17 Force Main relief project with the Madison Metro Sewerage District (MMSD). Construction to begin near Goose Lake and the Military Trail in November 2023.

Engineering Activities

- Inspected the construction of the 6” high pressure gas main installation on Whalen Road by Madison Gas and Electric. MG&E has agreed to pay for the chip seal of the road in 2024 at a cost of \$31,000. Construction and restoration are complete.
- Attended kick off meeting for the Badger Mill Creek Stakeholder Meeting Group on September 20, 2023. Discuss was focused on preparing a draft charter statement, operating and agreements. The group consists of approximately 16 communities/agencies/citizen groups and will meet once a month to share goals for Badger Mill Creek and recommend projects for the health and resilience of Badger Mill Creek. Two public informational meeting will be held, likely in November and next April. Recent actions by the MMSD have made available funding in the Badger Mill watershed of approximately \$1,000,000 which could be a possible source of project funding for recommended projects near the at Goose Lake area.
- Continued daily interaction with the ongoing County Highway PD construction activities.
- Prepared cost estimate for a LRIP grant funding submittal for Shagbark Ct.
- Prepared road vacation documents for Hidden River Road South.
- Completed 7-day traffic counts on Shady Oak Lane.

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

TOWN OF VERONA

TO: Town Board of Supervisors

FROM: Teresa Withee, Clerk/Treasurer

SUBJECT: September 2023 Clerk/Treasurer Report

Clerk

- Attended Town Board Meeting and recorded minutes
- 14 special assessment letters
- Dog license report was reconciled and delivered to Dane County Clerk along with remaining dog license tags
- Election tabulator and Express Voting machine were dropped off for service
- Attended election training

Treasurer

- Reviewed invoices, printed checks, prepared unpaid invoice reports and check detail reports
- Attended treasurer training
- WI DOR Agency Agreement for Tax Refund Interception (Muni Court) was completed and sent
- Prepared the form for BCS to create tax bills and inserts
- Quarterly survey of property tax collection completed for US Census Bureau
- 2024 budget preparations
- DNR Recycling Grant application filed with the state



Dane County Planning & Development Zoning Division

TO: Town Clerks, Supervisors & Planning Commissioners

FROM: Hans Hilbert, Assistant Zoning Administrator

DATE: August 28, 2023

RE: **Ordinance Amendment 2023 OA-009 regarding salvage operations**

Ordinance Amendment Sub 1 to 2023 OA-009, regarding salvage operations, has been enacted by the County Board and published on August 25, 2023. The amendment contained substitute language. Pursuant to Wisconsin Statute 59.69(5)(e)6., the County is providing the approved amendment text to the town clerk of each town in which lands affected by the ordinance are located.

As an amendment to Chapter 10, a 40-day period has begun to allow towns to submit certified copies of resolutions of approval or disapproval regarding the amendment before the ordinance becomes effective. The deadline for submitting a certified resolution to the County Clerk is October 7, 2023. Please direct any questions to Hans Hilbert at 608-266-4993, or hilbert.hans@countyofdane.com.

I. Summary

The amendment results in the following changes:

- Salvage Operations are added as a conditional use in the Industrial Zoning District.
- The term “salvage yard” is replaced with “salvage operation”.
- References to junkyards are removed.
- The County salvage licensing requirement is eliminated.

II. Description

Prior to the comprehensive rewrite of Chapter 10, Zoning, in 2018 salvage operations were a permitted use (if conducted entirely indoors) or a conditional use (for outdoor operations) in the industrial zoning district. In 2022, zoning staff discovered, due to changes in definitions, that the salvage yard use was removed from the industrial zoning district. This amendment restored salvage operations as a conditional use in the industrial zoning district.

The term “salvage yard” implies that regulation is specific to a premise. This amendment changed the definition to “salvage operation” which encompasses the entire land use of salvaging. By defining the land use the County is better able to apply the zoning ordinance in conjunction with the regulatory licensing of the Wisconsin Department of Transportation for auto salvaging.

This amendment removed redundant ordinance language by removing references to junkyards.

Lastly, this amendment eliminated the county licensing requirement for salvage operations. This annual license has been in place since the 1930's, currently we license 8 sites. This license was unnecessary to enforce compliance with zoning requirements. Operators are subject to DOT and DNR licensing, as well

as conditions of conditional use permits. This amendment added an annual inspection requirement as a standard condition on all conditional use permits for salvage operations.

III. Timeline for town resolution

Towns may take no action or may file a certified resolution of either approval or disapproval during the next 40 days. The deadline for submitting a certified resolution is **October 7, 2023**.

Enclosures:

Sub 1 to 2023 OA-009 Ordinance Text

CC:

Todd Violante, Director of Planning and Development
Roger Lane, Dane County Zoning Administrator
Renee Lauber, Dane County Towns Association
County Clerks Office

1 **Sub 1 to 2023 OA-009**

2
3 AMENDING CHAPTER 10 OF THE DANE COUNTY CODE OF ORDINANCES,
4 REGARDING SALVAGE OPERATIONS

5
6 The County Board of Supervisors of the County of Dane does ordain as follows:
7

8 ARTICLE 1. Unless otherwise expressly stated herein, all references to section
9 and chapter numbers are to those of the Dane County Code of Ordinances.
10

11 ARTICLE 2. Sections 10.004 is amended to read as follows:

12 **10.004 DEFINITIONS.**

13 **(80) Junkyard.** (See Salvage ~~yard~~[Operation](#).)
14

15 **(116) Outdoor sales, display, or repair.**

16 **(c)** Such land uses do not include uses where the outdoor sales or display area
17 is less than 15 percent of the gross floor area of any principal building where sales
18 are also conducted, which are instead classified in the "indoor sales" land use
19 category; motor vehicle repair or maintenance, which are instead classified in the
20 "Drive-in establishment" category; drive-in theaters, which are instead classified in
21 the "outdoor commercial entertainment" category; or the storage or display of
22 inoperative vehicles or materials typically associated with a junkyard or salvage
23 ~~yard~~[operation](#).
24

25 **(117) Outdoor storage.**

26 **(b)** Outdoor storage does not include loading and parking areas, storage of
27 materials typically associated with a salvage ~~operation or junkyard~~, salvage
28 recycling centers or solid waste recycling centers.
29

30 **(135) Salvage ~~yard~~[Operation](#).** An area where junk, waste or scrap materials are
31 bought, sold, exchanged, stored, recycled, baled, packed, disassembled or
32 handled.

33 **(a)** For the purposes of this definition, waste or scrap materials may include, but
34 are not limited to: garbage, waste, refuse, trash, any used motor vehicle upon
35 which no current license plate is displayed, any inoperable motor vehicle, any used
36 tire or used motor vehicle part, and any scrap material such as metal, paper, rags,
37 cans or bottles.

38 **(b)** ~~Other than an operation that holds a scavenger license, A~~ a salvage
39 operation or junk yard may shall include ~~a motor vehicle wrecking or dismantling~~
40 yard any use requiring a motor vehicle salvage dealer's license under Wis. Stat. s.
41 218.205.

42 **(c)** A salvage ~~or junk yard~~[operation](#) does not include a solid waste recycling
43 center, composting facilities or processing operations meeting the definition of an
44 agriculture-related use.
45
46

47 (136m) Scavenger license. A “Type 4” salvage dealer license issued by the
48 Wisconsin Department of Transportation to businesses that buy vehicles from
49 owners and transport them to a licensed salvage yard or scrap metal recycler after
50 removing tires, batteries and gas tanks.

51
52 ~~(143) Solid waste recycling center. (See also Salvage yard.)~~ A solid waste disposal
53 operation at which temporary storage and processes such as baling of paper,
54 grinding of glass and flattening of cans, are conducted on segregated solid waste
55 to facilitate reuse of the segregated solid waste as raw material.

56
57 ~~(169) Vehicle repair or maintenance service.~~ Includes all principal land uses that
58 perform repair, maintenance, or painting services to motorized vehicles. Vehicle
59 repair or maintenance service shall include all operations requiring a scavenger
60 motor vehicle salvage dealer’s license under Wis. Stat. s. 218.205.

61
62
63 ARTICLE 3. Section 10.102(4) is amended to read as follows:

64 ~~(4)~~ Junk and refuse. Except for salvage yards operations, solid waste disposal
65 operations or solid waste recycling centers under an approved conditional use
66 permit, all properties shall be free of accumulated junk or refuse.

67
68
69 ARTICLE 4. Section 10.103(17) is amended to read as follows:

70 ~~(17)~~ Salvage yards operations or junkyards.

71 ~~(a) Use. For purposes of this ordinance, any premises used for the storage,~~
72 ~~gathering, recycling or sale of junk, as defined in this chapter, is a salvage recycling~~
73 ~~center. A salvage recycling center need not have a commercial purpose.~~

74 ~~1. Junk, as defined under this chapter, may be stored on any premises on which~~
75 ~~a permitted business enterprise is actually conducted, provided, that all such junk~~
76 ~~is actually used in the conduct of such permitted business enterprise, and that all~~
77 ~~such junk is at all times stored in an enclosed building on the premises, thereby~~
78 ~~securing it from public view.~~

79 ~~2. Junk, as defined in this chapter, may be stored on any premises used chiefly~~
80 ~~for residential purposes, provided that it is stored solely for eventual use on the~~
81 ~~premises, and that all such junk is at all times stored in an enclosed building~~
82 ~~thereby securing it from public view.~~

83 ~~(ba)~~ Location and boundaries.

84 ~~1.~~ No salvage yard operation or junkyard shall be located within one hundred
85 (100) feet of the boundary of any residential district.

86 ~~2.~~ No salvage yard operation or junkyard with outdoor operations shall be
87 located within the zone of contribution to a municipal well, as shown in the most
88 current adopted version of the Dane County Water Quality Plan.

89 ~~(cb)~~ License.

90 ~~1.~~ If applicable, the operator of a salvage operation shall be required to obtain
91 a motor vehicle salvage dealer’s license under Wis. Stat. s. 218.205.

92 ~~Before any premises may be used as a privately operated salvage yard or~~
93 ~~junkyard, it shall be licensed. Application for such license shall be made to the~~
94 ~~zoning administrator, setting forth the description of the premises, the nature of the~~
95 ~~business and the materials to be handled, the type of construction of any building~~
96 ~~to be used in connection with the business, the applicant's name or names,~~
97 ~~officers, if any, and address of each. The application shall be referred to the zoning~~
98 ~~committee which shall, within a reasonable time, hold a public hearing, notice of~~
99 ~~which shall be given by a class 2 notice under chapter 985, Wis. Stats. If, after~~
100 ~~such public hearing, the zoning committee finds that the premises are in conformity~~
101 ~~with the provisions of this ordinance, and that the site is suitable for the conduct of~~
102 ~~such business, the committee shall grant a license, and such license shall expire~~
103 ~~on July 1 of each year. Licenses may be renewed from year to year on~~
104 ~~authorization of the committee when inspection discloses that the business is~~
105 ~~being conducted in accordance with the provisions of this ordinance.~~

106 ~~2. Revocation of license. Upon the complaint of any interested person, or on its~~
107 ~~own motion or after inspection discloses that the provisions of this ordinance are~~
108 ~~being violated, the zoning committee may hold a public hearing to determine~~
109 ~~whether a privately operated salvage yard or junkyard license shall be revoked,~~
110 ~~notice of such hearing to be given to all interested parties. After public hearing, the~~
111 ~~zoning committee may order the license revoked.~~

112 ~~3. Should any town elect to license salvage yard or junkyards by adoption of an~~
113 ~~ordinance pursuant to the provisions of s. 59.55(5), Wis. Stats., and file a copy of~~
114 ~~such ordinance with the zoning department, then the provisions of paragraphs (a)~~
115 ~~and (b) above shall not apply, but no such license shall be issued by any town for~~
116 ~~such purpose unless the area is properly zoned and unless the zoning committee,~~
117 ~~after public hearing, determines that the site is suitable. When a salvage yard or~~
118 ~~junkyard is licensed by the town, then the responsibility of controlling such salvage~~
119 ~~yard or junkyard rests with the town.~~

120 ~~(c) Inspection. All salvage operations shall be subject to an annual inspection by~~
121 ~~the Zoning Administrator to confirm compliance with this ordinance.~~

122
123
124 ARTICLE 5. Section 10.281(3)(k) is amended to read as follows:

125 **10.281 RI (RURAL INDUSTRY) ZONING DISTRICT.**

126 (3) Conditional uses.

127 (k) Salvage ~~yard operations~~or junkyards.

128
129
130 ARTICLE 6. Section 10.282(3)(q) is created to read as follows:

131 **10.282 MI (MANUFACTURING AND INDUSTRIAL) ZONING DISTRICT.**

132 (3) Conditional uses.

133 (q) Salvage operations.

134
135
136 ARTICLE 7. Section 10.500(2)(c)8. is rescinded:

137 **10.500 ROLES, RESPONSIBILITIES AND DUTIES.**

138 (2) Zoning and Land Regulations Committee.
139 (c) Powers and Duties. The zoning committee shall have the following powers
140 and duties:

141 ~~8. Review and issue annual licenses for salvage yards and junkyards under s.~~
142 ~~10.103(17)(c).~~

143
144
145 *[EXPLANATION: This amendment conforms definitions and procedures with state*
146 *law regarding salvage operations and motor vehicle salvage operations.]*

RESOLUTION NO. _____

RESOLUTION DISAPPROVING DANE COUNTY ZONING CODE AMENDMENT SUB. 1 2023 OA-09 RELATED TO SALVAGE OPERATIONS IN THE MI-MANUFACTURING AND INDUSTRIAL ZONING DISTRICT, TOWN OF _____, DANE COUNTY, WISCONSIN

WHEREAS, the Dane County Board of Supervisors, on August 17, 2023, enacted an amendment to the Dane County Zoning Code (Sub. 1 2023 OA-09), which allows salvage operations in the MI-Manufacturing and Industrial District as conditional uses; and

WHEREAS, said amendatory ordinance modified the language of the proposed amendatory ordinance provided to each town governed by the Dane County Zoning Code for approval upon the filing of a petition to amend the Dane County Zoning Code (2023 OA-09), to allow salvage operations in the MI-Manufacturing and Industrial District as conditional uses; and

WHEREAS, Wis. Stat. § 59.69(5)(e)6. requires the County Clerk to submit a copy of any ordinance amending the zoning code which differs from the amendatory ordinance sought in the petition within 7 days of its enactment to the town clerk of each town in which lands affected by the ordinance are located; and

WHEREAS, each affected town has 40 days from the date of enactment of the ordinance to adopt and file a certified copy of a resolution either approving or disapproving the amendment with the county clerk, or taking no action, which operates as an approval; and

WHEREAS, the Plan Commission of the Town of _____ has/has not recommended disapproving the petition; and

WHEREAS, the Town Board has considered the proposed change;

NOW, THEREFORE, BE IT RESOLVED BY THE TOWN BOARD OF THE TOWN OF _____, DANE COUNTY, WISCONSIN, AS FOLLOWS:

1. The Town Board of the Town of _____, Dane County, Wisconsin, by this resolution, disapproves Sub. 1 2023 OA-09, a copy of which is attached to this resolution, relating to allowing salvage operations in the MI-Manufacturing and Industrial District as a conditional use.

2. The Town Clerk shall file a certified copy of this resolution with the Dane County zoning agency and the county clerk not later than September 26, 2023.

3. The Town Clerk shall properly post or publish this resolution as required under Wis. Stat. sec. 60.80.

Adopted and approved this _____ day of September 2023.

Town Chair

Attest:

Town Clerk

It was moved by _____ and seconded by _____ that the foregoing resolution be adopted. The following Supervisors voted Yes:

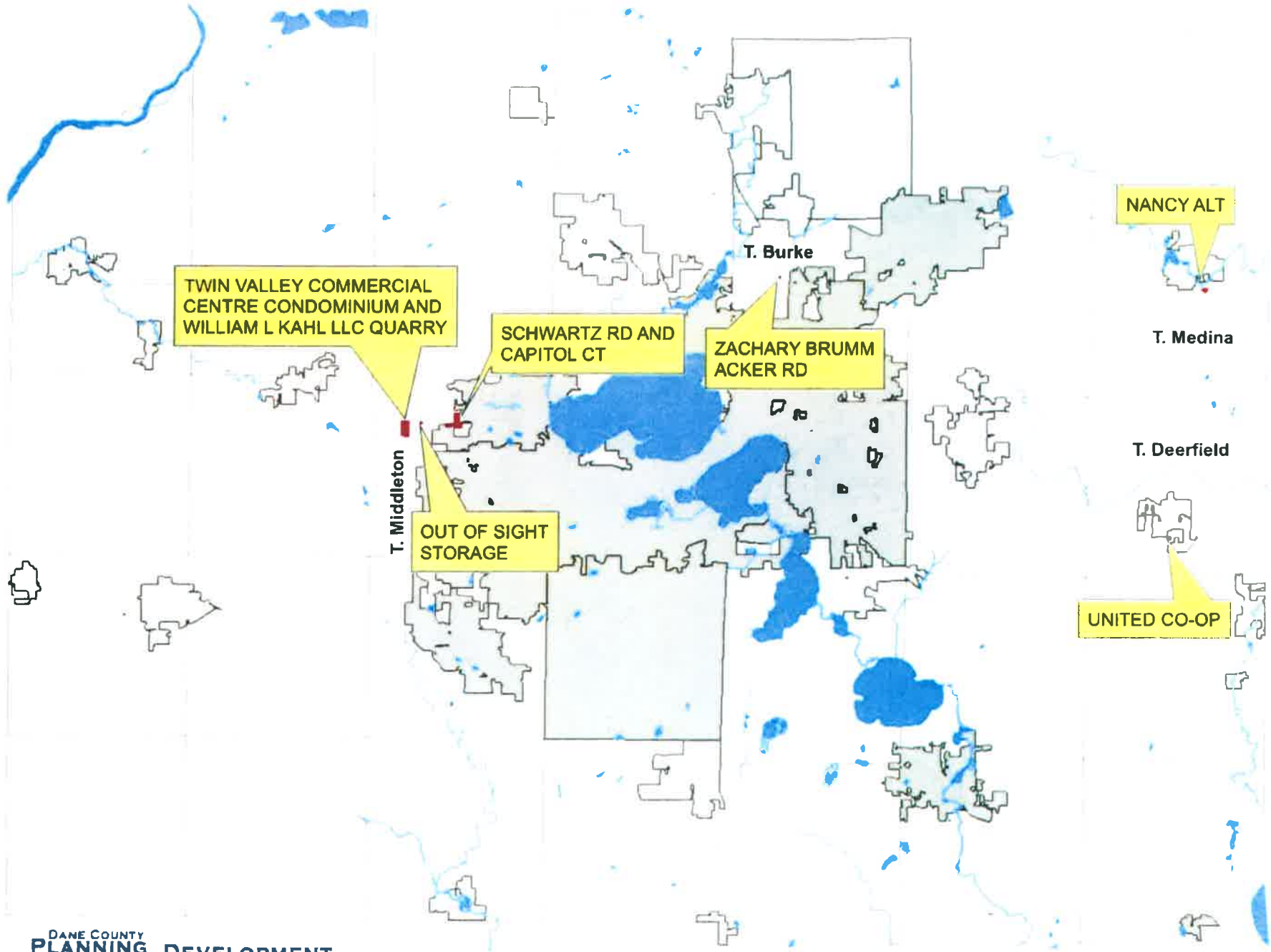
The following Supervisors voted No: _____.

The Town Chair declared the resolution adopted and approved.

MI Manufacturing & Industrial Zoning District

MI Processing, Manufacturing and Industrial District

159.6 acres as of 20 February 2023





August 31, 2023

Mr. Mark Geller
Town Chair, Town of Verona
7669 County Highway PD
Verona, WI 53593-1035

RE: Salvage Yards in M1 Zoning District

Dear Chair Geller:

On August 17, 2023, the Dane County Board adopted an amendment to the Dane County Zoning Code that would allow salvage operations as a conditional use in the MI Manufacturing and Industrial Zoning District. Currently, the Zoning Code is silent on the establishment of salvage operations in the MI Manufacturing and Industrial Zoning District. A copy of the ordinance is enclosed, and your Town may also have received a copy from the County Clerk.

There are only a few properties zoned MI in the County. Three are located in the Town of Middleton and there is one each in the Towns of Burke, Deerfield and Medina (please see enclosed map).

Both the Plan Commission and the Town Board of the Town of Middleton unanimously oppose allowing salvage operations in the MI Manufacturing and Industrial Zoning District. The properties located in the Town of Middleton are small, located near residential and commercial property and are not currently in use as salvage yards. The Town does not consider salvage operations or salvage yards as an appropriate use of these properties, conditional or otherwise.

The Town of Middleton is asking for your support in disapproving the amendment to the Dane County Zoning Code allowing salvage operations in the MI Manufacturing and Industrial Zoning District as a conditional use.

Because the language in the ordinance adopted on August 17, 2023, differs from the language in the proposed ordinance that was sent to each town last spring, each town again has the opportunity to review the ordinance and either approve or disapprove the amendment (or do nothing, which operates as approval).

Approval or disapproval requires a resolution, a certified copy of which must be delivered to the Dane County Clerk within 40 days of the date of enactment of the ordinance. The County views enactment as

7555 W. OLD SAUK ROAD | VERONA, WI 53593 | Phone: 833-5887 | Fax: 833-8996 |

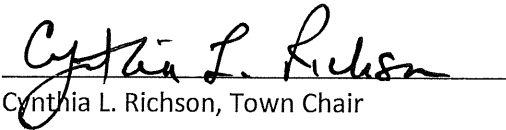
www.town.middleton.wi.us | info@town.middleton.wi.us

the action of the County Board, signing by the County Executive and publication. 40 days after the County Board action is September 26, 2023, and 40 days after publication (which occurred on August 25, 2023) is October 7, 2023.

For your consideration, we have enclosed two template resolutions disapproving the amendment together with the related certificate. We are aware that some towns will refer the amendment to their plan commissions before taking any action on the amendment. We have, therefore enclosed two templates; one with a reference to a plan commission recommendation and one without.

The Town of Middleton appreciates your consideration and is grateful for your support. If there is any further information we can provide to you, please do not hesitate to contact Town of Middleton Attorney Eileen Brownlee at ebrownlee@boardmanclark.com.

Sincerely,



Cynthia L. Richson, Town Chair

Town of Middleton

Enclosures:

Ordinance Sub 1 to 2023 OA-009

Map of MI Manufacturing and Industrial Zoning District

Resolution Template (with Plan Commission reference)

Resolution Template (without Plan Commission reference)

Certificate Template

Fund Balance Policy

The Finance Committee has been discussing a fund balance policy regarding the undesignated general fund balance (also known as contingency funds) and recommends that:

1. The target amount for the undesignated fund balance be 10% of the current year operating budget.
2. Annually after the annual audit, the Town Board will review and possibly take action regarding fund balances.

If the Town Board adopts a fund balance policy and the balance is above or below the target then the Town Board would be able to make adjustments by transferring between funds and/or the current year budget.

The main idea is to avoid having a large undesignated fund balance. From the Wisconsin Towns Association, November 2019:

Q. Our town has traditionally had a contingency account. Is there a recommended dollar amount that we should set aside in that fund each year?

A. State law does not specifically dictate how much money can or should be set aside in a contingency account if your town decides to have one. That said, towns are not to levy for a surplus with the intent of creating a big unallocated reserve that just sits in the bank with no apparent purpose. Rather, a typical contingency account is intended to help with cash flow for unanticipated expenditures like equipment repairs, extra snowplowing events, etc. In the past, we have generally recommended that a contingency account contain an amount somewhere around 10% of the town's total yearly operating budget--but this is just a suggestion. The desired amount should be set by the town board keeping in mind past experience, existence of other available funds that could be tapped if needed, size of the budget, size of the tax base, and community sentiment. Note that in addition to contingency funds, town boards may also create reserve accounts for specific purposes. For example, money may be set aside and carried over year to year to help "save up" for a future capital improvement project, equipment purchase or other anticipated needs. The key is to provide a label for such a reserve fund in the budget which will also help the board explain its purpose to taxpayers.

From the Wisconsin Towns Association, January 2018:

Managing surplus funds

Often times our office receives questions on how to handle a surplus in the town's general fund. In 1987, the attorney general concluded that local units of government may not create and accumulate unappropriated surplus funds. There is a provision in the constitution that prohibits the state from levying taxes to create a surplus for no public purpose. The attorney general concluded that this provision extended to local units of government as well. However, after reaching this decision, the attorney general clarified that local units of government may maintain reasonable amounts of funds that are necessary to meet the immediate cash flow needs of the municipality during the current budgetary period or to accumulate needed capital in non-lapsing funds to finance

specifically identified future capital expenditures. See 76 Atty. Gen. 77. Consequently, if your town is fortunate enough to have surplus funds, it may:

- 1) Place the funds in a contingency reserve account and designate it for a special purpose; or
- 2) Leave it in the general fund to be used as cash reserves to cover current budgetary needs.

Please note that 2017 Wisconsin Act 78, adopted in late November, amended s. 66.0603(1m)(a), Wis. Stats., and removed the 3 year restriction on certificates of deposit. If the town chooses to invest its surplus funds in a certificate of deposit it is no longer limited on the length of time that investment can occur.

2023 Budget		
	Operating	Total
	\$1,416,562	\$1,967,025
5%	\$70,828	\$98,351
10%	\$141,656	\$196,703
15%	\$212,484	\$295,054
20%	\$283,312	\$393,405
25%	\$354,141	\$491,756

Town of Verona
Town Hall
Land Management Plan

GOALS DISCUSSION
September 5, 2023



This discussion is for goals for different areas of the town hall site. Future discussions will address possible strategies to achieve goals.

The above diagram shows possible concepts for long-term land management. Areas can be changed. Red shows the approximate parcel boundary.

Common goals, not repeated for each area in the list below:

- Create an attractive landscape
- Minimize costs and maintenance
- Benefit wildlife

CTH PD Right-of-Way

Goals

- Keep sightlines clear
- Maintain a firebreak for prairie burning

Lawn

Goals

- Provide space for socializing
- Accomodate overflow parking

Gardens (Rock Garden, Pollinator Garden, Parking Lot Strips)

Goals

- Enhance visitor experience

Prairie

Goals

- Maintain rural character
- Enhance visitor experience

Pond

Goals

- Maintain functionality of pond
- Maximize quality of runoff into pond (mimize nutrients, salt, chemicals, etc.)

Spillway

Goals

- Maintain functionality of spillway

Trees and Shrubs

Goals

- Screen roads and buildings
- Preserve scenic view

Brush Pile

Goals

- Exclude items other than brush
- Avoid impacts on farm field (runoff)

1		2023 Budget	2024 Operating Budget	Difference 2022Budget vs. 2023 Budget	Percent Change
2	Revenues				
3	Run Income	\$ 1,699,600	\$ 1,840,058	\$ 140,458	8.3%
4	Run Income Subtotal	\$ 1,699,600	\$ 1,840,058	\$ 140,458	8.3%
5					
6	City of Fitchburg*	\$ 1,031,222	\$ 1,137,933	\$ 106,711	10.35%
7	City of Verona*	\$ 801,834	\$ 791,591	\$ (10,243)	-1.28%
8	Town of Verona*	\$ 92,380	\$ 96,492	\$ 4,112	4.45%
9	Municipalities Sub-Total	\$ 1,925,436	\$ 2,026,016	\$ 100,580	5.22%
10				\$ -	
11	Interest Income	\$ 3,700	\$ 4,000	\$ 300	8.1%
12	Contracted Events	\$ 38,500	\$ 38,500	\$ -	0.0%
13					
14					
15	Misc. Sub-Total	\$ 42,200	\$ 42,500	\$ 300	0.7%
16	Total Revenues	\$ 3,667,236	\$ 3,908,574	\$ 241,338	6.6%
17					
18	Expenses				
19	Salaries & Wages	\$ 1,633,510	\$ 1,770,368	\$ 136,858	8.4%
20	Scheduled Overtime	\$ 388,446	\$ 401,770	\$ 13,324	3.4%
21	Unscheduled Overtime	\$ 104,304	\$ 107,433	\$ 3,129	3.0%
22	Soc.Sec.&Medicare Taxes	\$ 166,646	\$ 178,920	\$ 12,274	7.4%
23	Retirement Plan	\$ 277,247	\$ 309,071	\$ 31,824	11.5%
24	Miscellaneous Benefits	\$ 8,637	\$ 8,483	\$ (154)	-1.8%
25	Health & Dental Ins.	\$ 371,888	\$ 451,010	\$ 79,122	21.3%
26	Worker's Comp. Ins.	\$ 92,019	\$ 81,284	\$ (10,735)	-11.7%
27	Income Continuation	\$ 2,400	\$ 2,400	\$ -	0.0%
28	Sick Time Over Cap	\$ 24,294	\$ 24,817	\$ 523	2.2%
29	Medical Director Annual Fee	\$ 33,000	\$ 33,000	\$ -	0.0%
30	Salary Sub-Total	\$ 3,102,391	\$ 3,368,555	\$ 266,165	8.6%
31					
32	Oil, Fuel & Lube	\$ 33,702	\$ 41,618	\$ 7,916	23.5%
33	Repair and Replacement Parts	\$ 51,600	\$ 52,500	\$ 900	1.7%
34	Medical Supplies	\$ 124,342	\$ 132,072	\$ 7,730	6.2%
35	Office Supplies	\$ 2,300	\$ 1,600	\$ (700)	-30.4%
36	Postage	\$ 800	\$ 900	\$ 100	12.5%
37	Public Education	\$ 2,000	\$ 2,000	\$ -	0.0%
38	Staff Training	\$ 32,500	\$ 32,500	\$ -	0.0%
39	Staff Support	\$ 6,800	\$ 4,200	\$ (2,600)	-38.2%
40	Uniforms	\$ 15,400	\$ 17,100	\$ 1,700	11.0%
41	Personnel Recruitment	\$ 2,100	\$ 2,100	\$ -	0.0%
42	Subscriptions & Dues	\$ 900	\$ 1,000	\$ 100	11.1%
43	Admin Space Lease	\$ 7,125	\$ 7,125	\$ -	0.0%
44	Facilities Furnishings	\$ 1,800	\$ 1,800	\$ -	0.0%
46	Telephone	\$ 10,200	\$ 9,100	\$ (1,100)	-10.8%
47	Radio Equipment	\$ 4,500	\$ 4,500	\$ -	0.0%
48	Radio Maintenance	\$ 3,900	\$ 4,500	\$ 600	15.4%
49	Medical Equipment	\$ 3,600	\$ 5,600	\$ 2,000	55.6%
50	Medical Equipment Maint.	\$ 11,700	\$ 13,700	\$ 2,000	17.1%
51	EMT Safety Equipment	\$ 1,300	\$ 1,300	\$ -	0.0%
52	Training Equipment	\$ 500	\$ 500	\$ -	0.0%
53	Office Equipment	\$ 2,000	\$ 2,000	\$ -	0.0%
55	Computer Support	\$ 24,100	\$ 24,100	\$ -	0.0%
56	Accounting Fees	\$ 15,000	\$ 16,700	\$ 1,700	11.3%
57	Legal Fees General	\$ 3,000	\$ 5,000	\$ 2,000	66.7%
59	Assigned Funds - Labor Contract	\$ 6,000	\$ 6,000	\$ -	
60	Property Insurance	\$ 28,700	\$ 31,100	\$ 2,400	8.4%
61	Billing Service	\$ 101,976	\$ 110,403	\$ 8,427	8.3%
62	Paramedic Intern Program	\$ 9,000	\$ 9,000	\$ -	
63	Reserve Funding	\$ 58,000	\$ -	\$ (58,000)	
64	Misc. Expense Sub-Total	\$ 564,845	\$ 540,018	\$ (24,827)	-4.4%
65	TOTAL EXPENSES	\$ 3,667,236	\$ 3,908,574	\$ 241,338	6.6%

Fitch-Rona EMS
District Apportionments
2024 Budget

Net Operating Cost And Apportionments

2024 EMS District Budget	2022 Actual		2023 Approved		2024 Submitted	
Operating Budget	\$3,422,857		\$3,667,236		\$3,908,574	
Service Income Estimate	\$1,856,617	54.2%	\$1,699,600	46.3%	\$1,840,058	48.2%
Interest and Contracted Events	\$2,170		\$42,200		\$42,500	
Net Operating Cost	\$1,566,240	45.8%	\$1,925,436	52.5%	\$2,026,016	51.8%

2023 Apportionments to Municipalities

	City of Fitchburg	City of Verona	Town of Verona	Total
2022 Equalized Valuations	5,733,042,400	3,988,131,200	486,138,600	10,207,312,200
Percentage of Total Valuation	56.166034%	39.071316%	4.762650%	100.0000%
8/2/2023				
2023 Municipal Costs	\$ 1,137,932.63 Line 6	\$ 791,590.98 Line 7	\$ 96,492.04 Line 8	\$ 2,026,015.65 Line 9

2023 Budget Apportionment Comparisons

2023 Equalized Valuations	4,668,212,700	3,629,798,500	418,192,600	8,716,203,800
Percentage of Total Valuations	53.557865%	41.644259%	4.797875%	100.0000%
2023 Municipal Costs	\$ 1,085,090.74	\$ 843,719.21	\$ 97,205.71	\$ 2,026,015.66
\$ Change from last year	52,842	(52,128)	(714)	(0)
% Change from last year	4.87%	-6.18%	-0.73%	0.00%