



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 April 12, 2022
- 5) Presentation of the 2021 Town of Verona Draft General Fund Audit – Johnson Block CPAs
- 6) Committee Reports
 - A. Public Works
 - B. Ordinance Committee
 - C. Financial Sustainability Committee
 - D. Natural and Recreational Areas Committee
 - E. EMS Commission
 - F. Senior Services Committee
 - G. Town Chair's Business
 1. Discussion and Possible Action: 2022 Committee Appointments
 - H. Supervisor Announcements
- 7) Staff Reports
 - A. Administrator/Planner Report
 - B. Public Works Project Manager Report
 - C. Clerk/Treasurer Report
- 8) Old Business
- 9) New Business
 - A. Discussion: American Rescue Plan Act Funding Projects
 - B. Discussion and Possible Action: Committee Descriptions Review
 - C. Discussion: Stormwater Management Study for Fitchrona Road and Goose Lake

D. Discussion: Check Register Review

10) 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
Posted: 04/29/2022



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
Tuesday, April 12, 2022**

Town Board Members Present: Geller, Mathies, Lonsdorf, Wiederhoeft and Maxwell (via phone)
Staff Present: Administrator/Planner Gaskell, Clerk/Treasurer Withee, Public Works Director Chris Barnes and Road Patrolman Mark Judd
Applicants Present: Ron Klaas and Nathan Lockwood

- 1) Call to Order/Approval of the Agenda – Chair Geller called the meeting to order at 6:30 pm. Motion by Mathies to approve the agenda, second by Lonsdorf. 5 ayes, 0 nays, motion carried by voice vote.
- 2) Pledge of Allegiance
- 3) Public Comment – Mike Duerst asked if the PDR presentation will be open for public comment. Chair Geller stated tonight is not a public hearing and this is just a first glance at the proposal. Comments and questions will be submitted to NRAC for their next presentation and no action will be taken tonight.
- 4) Approval of minutes from March 1, 2022. Gaskell stated there will be a correction on pg. 2 under 2.a. 5 ayes, 0 nays. Mathies requests a correction to item 4 to state the amendment was approved with 3 ayes, 2 nays (Geller and Mathies). The motion carried by voice vote, 5 ayes, 0 nays. Motion by Mathies to approve the minutes from March 1, 2022 with corrections, second by Wiederhoeft. 5 ayes, 0 nays, motion carried by voice vote.
- 5) Committee Reports
 - A. Plan Commission:
 1. Discussion and Possible Action: Land Use Application 2021-11 submitted by Ron Klaas on behalf of Olsen Trust for Preliminary Plat Approval (parcel number 062/0608-361-9190-9, 062/0608-631-9100-7 (21 acres in total)). Plan Commission recommended approval of Preliminary Plat for Land Use Application 2021-11 with the no conditions. Motion by Mathies to approve Land Use Application 2021-11 submitted by Ron Klaas on behalf of Olsen Trust for Preliminary Plat with parcels as listed, second by Wiederhoeft. Discussion by board. 5 ayes, 0 nays, motion carried by voice vote.
 2. Discussion and Action: Land Use Application 2022-01 submitted by Nathan Lockwood on behalf of Epic Systems for a rezone of parcels (062/0608-081-9901-7, 062/0608-093-8510-0 and 062/0608-093-8901-0) from AT-35 to RI. The Plan Commission recommended approval of Land Use Application 2022-01 with the following condition:
 - a. All outdoor lighting fixtures must comply with the Town of Verona Dark Sky Ordinance.

Motion by Maxwell to approve Land Use Application 2022-01 submitted by Nathan Lockwood on behalf of Epic Systems for a rezone from AT-35 to RI with the above

conditions and parcels as listed, second by Lonsdorf. Discussion by board. 5 ayes, 0 nays, motion carried by voice vote.

B. Public Works:

1. Discussion and Possible Action: 2022 Road Maintenance Bids and the use of American Rescue Plan Act (ARPA) funds. Wiederhoeft reviewed staff report. Public Works recommends approval. Motion by Geller to award a contract to Payne and Dolan, Inc. in the amount of \$376,585.54 for paving and chip seal of various roads with the deficit in the amount of \$49,061.00 to cover the whole expense to be supplemented with funding as yet to be determined; to execute an agreement with Dane County in the amount of \$6,150.00 for pavement striping; and to authorize the purchase of new regulatory and warning signs from Decker Supply Co. Inc in the amount of \$4,294.00. Second by Wiederhoeft. Discussion by board. 5 ayes, 0 nays, motion carried by voice vote.

C. Ordinance Committee: no meeting

D. Financial Sustainability Committee:

1. Discussion: General Transportation Aids and American Rescue Plan Act Funds. Mathies referenced the general transportation aids and ARPA funds information provided in the board packet.

E. Natural and Recreational Areas Committee:

1. Discussion: Purchase of Development Rights Presentation. Discussion by board. Board members to submit comments and questions to the committee for further refinement.

F. EMS Commission: no meeting

- G. Senior Services Committee: Wiederhoeft stated 2021 population serviced numbers increased over the previous year and anticipates services will continue to grow. There will be a need for more volunteers. Geller asked if there is a way to receive data from the city. Wiederhoeft feels that they will have better numbers by the end of 2022 after a full year of services to the town.

- H. Town Chair's Business: Geller stated he attended the Wisconsin Towns Association meeting. The morning consisted of Board of Review training. Only one member is required be trained for board of review, but he feels it is important for all members to review information prior to the BOR meeting. The afternoon consisted of ARPA funding and infrastructure bill information. He attended the public information meeting regarding Highway 69 construction, and it will be completely closed. Annual meeting will be held next week. He thanked Maxwell and Wiederhoeft for their service on the Town Board.

- I. Supervisor Announcements: Mathies thanked Maxwell and Wiederhoeft for their service to the Board. He also thanked the people who burned the prairie over the weekend. Dane County Towns Association meeting will be held at town hall the third Wednesday in May.

Lonsdorf stated he will be having back surgery and will miss the annual meeting. He will be out approximately 3 weeks. Maxwell thanked town staff for their support over the past seven years.

6) Staff Reports

- a. Administrator/Planner Report – Gaskell noted upcoming staff vacations and the Office Manager will be out most of May.
- b. Public Work Director Report – Barnes stated they are working diligently to get hard costs for the propane to gas conversion for Town Hall and garage. Letters and postcards were mailed to all residents regarding the brush collection survey.
- c. Clerk/Treasurer Report – Withee stated Open Book was held today and the Assessor met with two residents. Badger Books were very well received by electors and election staff. There were 657 total votes for a 44% voter turnout. 219 absentees were mailed out with 160 returned.

7) Old Business: none

8) New Business:

- A. Discussion: Check Register Review. No questions or comments.

9) Motion by Wiederhoeft to adjourn, second by Lonsdorf, meeting adjourned with no objection at 8:09 pm.

Prepared by Teresa Withee, Town Clerk

Approved:

TOWN OF VERONA

TO: Town Board of Supervisors

FROM: Sarah Gaskell, Planner/Administrator

SUBJECT: Administrator Report for May 2022

Upcoming Meetings

- NRAC – May 10th, 6:30pm Town Hall
- Public Works – May 17th, 6:30pm Town Hall
- Plan Commission – May 19th, 6:30pm Town Hall
- Financial Sustainability – tbd

General

- Town Hall exterior painting when weather allows
- HVAC repair began May 1st
- Schedule Spring Town Board Workshop and Summer Open House

Work Plan

- Town Board Supervisor Handbook
- Finalize Audit – 90% complete
- ARPA project determination
- Town Board Annual Workshop
- Communications Plan
- Emergency Plan
- Impact Fee Analysis

TOWN OF VERONA

TO: Town Board of Supervisors

FROM: Teresa Withee, Clerk/Treasurer

SUBJECT: April 2021 Clerk/Treasurer Report

Clerk

- Attended Town Board meeting and recorded minutes
- Attended Annual Meeting and recorded minutes
- On site for the April 5th election from 6:00 am to 9:30 pm, processed 15 election day registrations, assisted election workers as needed
- Certified and completed all election related information in WisVote
- Mailed 42 indefinitely confined letters to residents that did not return absentee ballots
- Filed Board of Review member training affidavit with DOR for Mark Geller
- Participated in WEC's website usability testing
- Prepared notice for Alcohol Renewal Licensing and emailed information to applicants

Treasurer

- Reviewed invoices, printed checks, prepared unpaid invoice report and check detail report
- Monthly bank reconciliations
- Prepared and submitted the annual DNR recycling report
- Finished follow up requests from auditors to complete annual audit
- Completed the Quarterly Survey of Property Tax Collections for the US Census Bureau
- Reviewed webinars and compliance information regarding ARPA reporting
- Filed for a Unique Identity ID through SAM.gov for ARPA reporting
- Completed annual reporting to the US Dept. of the Treasury regarding ARPA funds
- Completed US Government Census survey of Public Employment and Payroll

TOWN OF VERONA

TO: Town Board of Supervisors
Public Works Committee

DATE: April 29, 2022

FROM: W. Christopher Barnes, Public Works Director

SUBJECT: Monthly Report – April 2022

The monthly Public Works Department Activity report is submitted for the information and review of the Board and the Committee. April was an active month with the end of the winter snow and ice season, and performing Spring cleanup when weather was suitable. 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

- Performed tree removal and brush chipping on Horseshoe bend, Sunset Drive and Fritz Road
- Removed town signs on State Route 69 construction
- Picked up fly dumping debris from Sunset Drive
- Received postcards for town-wide brush program survey.
- Lifted the seasonal weight limit on April 6th for restricted roads.

Equipment and Facility Activities

- Activated additional community room microphones
- Removed sander and salt spreaders on trucks
- Received 100 tons of road salt allotment
- Installed vehicle barrier (chain) to the Public Works area

Sanitary Sewer Utility Activities

- Performed cleaning and televising for the 2022 sewer program
- Met with Madison Metro Sewerage District staff to discuss the upcoming force main relief project, and provided comments for the selected route.
- Responded to 4 Digger Hotline utility relocate requests

Engineering Activities

- Received notice from WISDOT of a successful grant application for Fitchrona Road reconstruction in conjunction with the City of Fitchburg. The \$2.8M grant is for Nesbitt Road to Tonto Trail. Working with Fitchburg to reduce the Road reconstruction limits to Nesbitt Road to Lacy Road to stay within the town budgeted local match.
- Prepared a summary of the Fitchrona Road/Goose Lake Study
- Began review other town roads eligible for out years for Federal Infrastructure funding (BIL) for road projects.
- Issued 1 driveway permits (Prairie Vista)
- Issued 2022 Crack filling request or quotes-Due May 13th.

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

From Town of Verona Ordinances, Chapter 1, General Government, § 1.05(5):

(e) Committees. The following committees are established:

- i. Financial Sustainability Committee. Duties of the Financial Sustainability Committee include advising the Town Board and Town staff on account balance goals and methods to increase revenue.
- ii. Natural and Recreational Areas Committee. Duties of the Natural and Recreational Areas Committee include advising the Plan Commission and the Town Board on open space preservation and improvement.
- iii. Ordinance Committee. Duties of the Ordinance Committee include advising the Town Board and Town staff on creating and revising ordinances, policies, and applications.
- iv. Public Works Committee. Duties of the Public Works Committee include advising the Town Board on road capital improvements, road maintenance, and capital equipment purchases, and reviewing road access.

TOWN OF VERONA

TO: Town Board of Supervisors

DATE: April 29, 2022

FROM: W. Christopher Barnes, Public Works Director

SUBJECT: Stormwater Management Study for Fitchrona Road and Goose Lake - Summary

The 2020 adopted Town budget included funding for an engineering report to evaluate the stormwater runoff and control in the Fitchrona Road/Goose Lake area. The subject area has been experiencing rising lake levels in recent years which has caused flooding in Fitchrona road and the surrounding area. Rising lake levels in Goose Lake have also impacted sections of the Town sewer utility district. The City and Town have jointly retained an engineering consultant to analyze the existing and future hydrologic conditions of the area and develop solutions to provide relief from the rising water levels. The study was completed in August 2021.

Background

Fitchrona Road, located on the border between the Town of Verona and City of Fitchburg, has seen periodic flooding near the US 151 underpass. Flooding and resulting road closures have affected both Fitchburg and Town of Verona residents. Changing the elevation of the road to reduce chronic flooding is not considered feasible because there is an existing substandard bridge clearance issue that prevents raising the road enough to prevent water from encroaching into the road. The Wisconsin DOT is not looking to perform major reconstruction/maintenance on the bridges for at least 25 years. Due to the increased runoff in the watershed area of Goose Lake, during storm events generally in excess of 2 inches water and depending upon the elevation of Goose Lake, water will pond in Fitchrona Road near US 151.



Typical Fitchrona Rd Flooding 2018 (left) and 2017 (right)

In 2019, the City of Fitchburg contracted with an engineering consultant to analyze the underpass for drainage recommendations to improve flooding conditions on Fitchrona Road. The study proposed several storm sewer system modifications to improve flow to Goose Lake. Based on these findings, Dane County removed a culvert near the MMSD lift station in February 2020. The additional drainage system proposed by the study will be installed when Fitchrona Road is reconstructed as budget allows.

The study mentioned above looked at the upstream watershed and studied how to efficiently move water through the stormwater system to Goose Lake. The purpose of this study would be to determine the potential for water to back up from Goose Lake onto Fitchrona Road, evaluate existing and potential outlet options for Goose Lake, propose solutions to prevent Fitchrona Road from flooding, and propose an achievable water level (based on a potential new outlet structure) which could reduce flooding on Fitchrona Road to the maximum extent practical.

Two 18-inch CMPs on the western edge of the lake serve as the only drainage outlet. Each pipe is fitted with a backflow prevention flap gate on the downstream end of the pipes; however, the flap gates are no longer functioning. Based on interviews with local residents, these backflow prevention flaps were put in place to prevent downstream tailwater of Badger Creek from entering Goose Lake. If the culverts reach capacity or are blocked, there is no safe overland flow route as tailwater would flood Fitchrona Road prior to overtopping the berm on the west side of the lake. The culverts were likely put in by WISDOT as part of the site mitigation plan during the reconstruction of US 18 & 151 in the early 1990's. The culverts are located on property owned by Dane County, although the Town has been performing routine maintenance for a number of years.



Goose Lake outlet culverts 2021 (left) and 2017 (right)

When water levels rise in Goose Lake, the culverts drain into a manmade wetland area constructed by WISDOT and owned by Dane County Parks, then north under the Military Ridge trail, and west via a manmade channel. MMSD's force main plans, dated 1997, indicate that a driveway culvert under MMSD's gravel access road may have existed at the time that the plan set was developed which would have allowed water to continue west into Badger Mill Creek; however, no culvert has ever been located.



US 151 Right of Way outlet of Dane County Parks wetland area near Badger Mill Creek 2017 (left) and 2021 (right)

Today, the overflow route is north under US Highway 151, west through a channel, and then south to Badger Mill Creek.



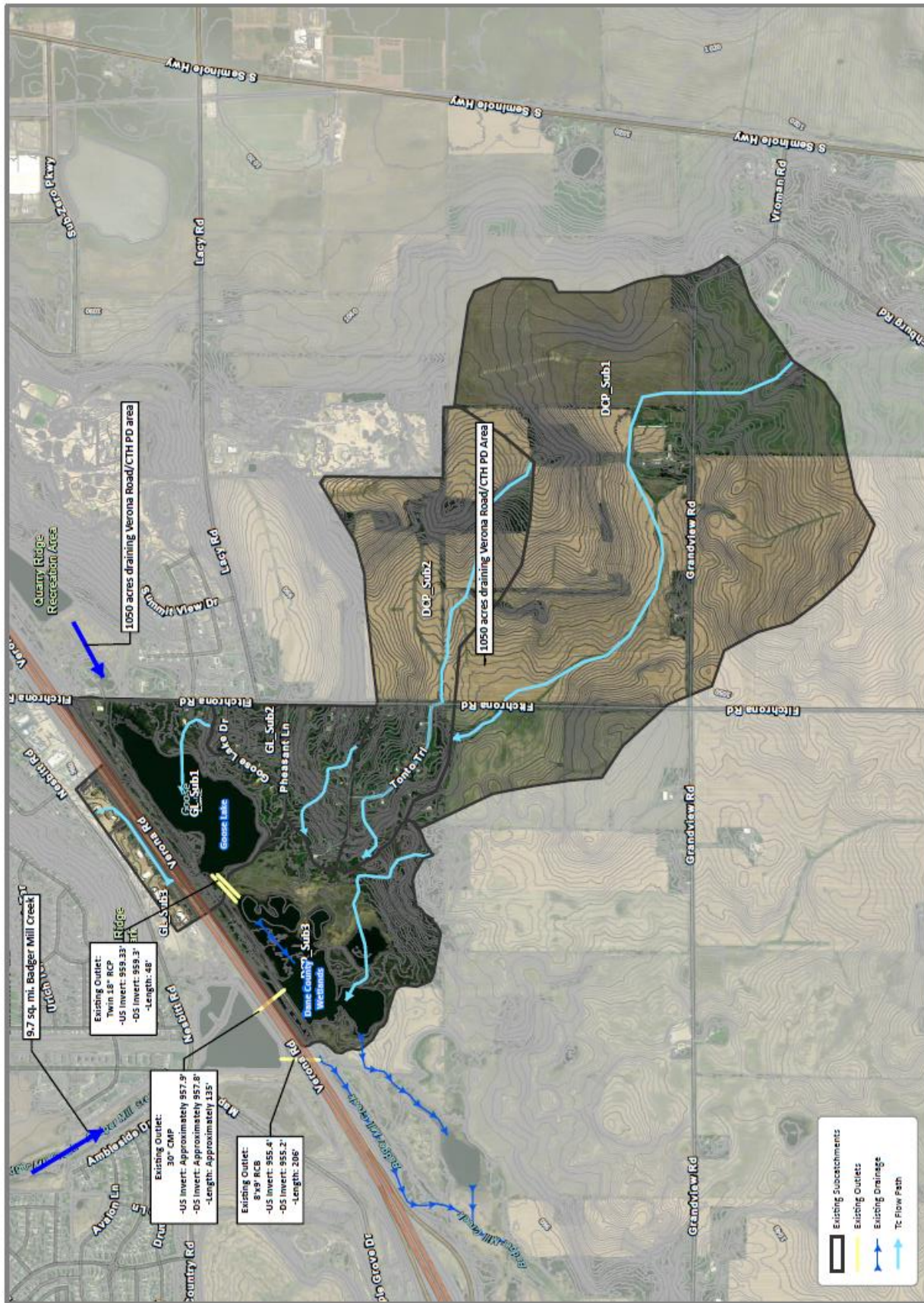
Outlet of Badger Mill Creek downstream of US 151 2017 (left) and 2021 (right)

The discharge point for MMSD's effluent line is located downstream on Badger Mill Creek.

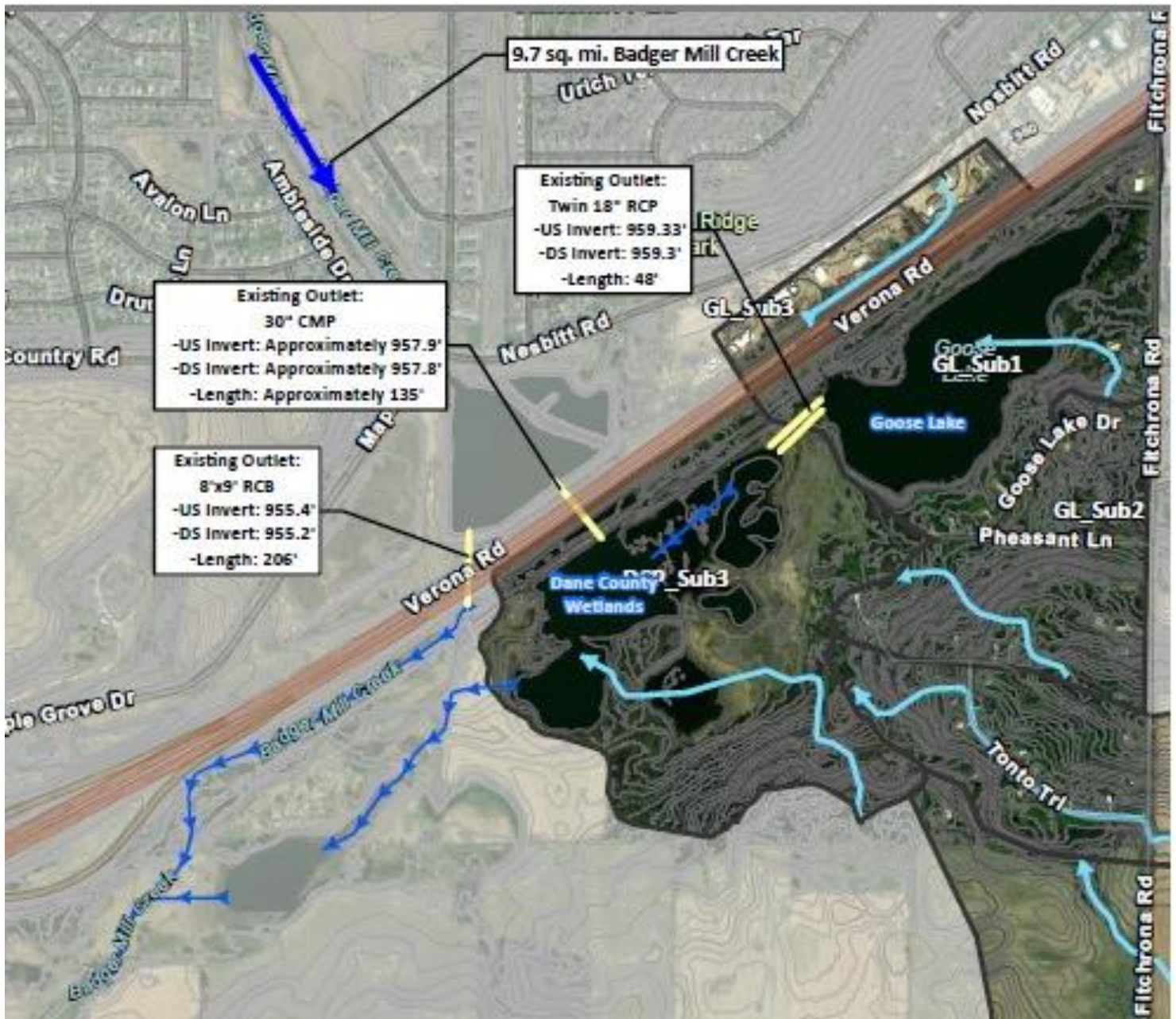


2021

Overall, the system functions in the manner shown on the below map.



Goose Lake Watershed area



Blow up of the Goose Lake area

In order to determine acceptable levels of water backup on Fitchrona Road, several watershed computer models were developed to analyze different plans to release water into the Badger Mill Water creek channel. Each option was reviewed for the protection level afforded Fitchrona Road as well as the downstream impacts on the Badger Mill Creek. Current conditions on Fitchrona Road result in flooding and overtopping of the road approximately every 2 years. The recommended option reduces the overtopping flooding to once every 25 years (an accepted national standard for roads in the Fitchrona classification) and regulates the water volumes in Goose Lake by increasing the size and capacity of the outlet culverts.

Specifically, the recommended plan calls for:

- Increased storm sewer installations along Fitchrona Road near US 151 underpass to be completed as part of a Fitchrona Road reconstruction program.
- Twin 48" diameter culverts at Goose Lake outlet Culverts to be set approximately 2 feet lower than the existing 18" diameter culverts.
- Construct approximately 1,000 feet of open swale channels in 4 locations in the Dane County parks wetlands area.

This option estimates the 100-year water elevation in Fitchrona Road to be approximately 1 foot deep instead of the current condition of 2.5 feet. It also lowers the high-water level in Goose Lake by approximately 1.6 feet (from elev. 959.5 to 957.9). The downstream peak discharge is increased by approximately 20%, resulting in an increased flood elevation downstream of less than 0.1 foot. A map of the recommended option is attached.

The cost of this recommended alternative is estimated at approximately \$300,000 including engineering and permitting. Additionally, this option would likely require:

- Wetland and waterway permit from Wisconsin DNR
- Potential for US Army Corps water quality certification
- Coordination/approval/local agreement with Dane County Parks
- Work in the right-of-way permit from WisDOT
- Downstream stormwater easement or property acquisition for drainage flow

Recently the MMSD has announced they will be constructing additional capacity and redundancy in their system for flows in the Verona area. The selected route (attached) proposes to construct a gravity sewer connection in the area of the existing Goose Lake culverts. MMSD has indicated some interest in working with the town to include the culvert replacement as a separate part of their project. A cost to replace only the culverts is estimated at \$87,000. Additionally, a joint grant application from the City of Fitchburg and the Town of Verona was awarded \$100,000 through Congressionally Directed Spending (CDS) for design engineering of the entire recommended project. The City and the Town will need to provide a 20% local match to utilize these funds. One option would be replacing the culverts in conjunction with the MMSD project and continue to work towards permitting a construction utilizing the CDS funding.

Please let me know if you have any questions regarding this matter.

Attachments



1 inch = 500 feet

Locator Map Not to Scale

City of Fitchburg
Dane County, WI

Figure 1 RECOMMENDED ALTERNATIVE

REGIONAL STORMWATER
MANAGEMENT STUDY AND
DESIGN- FITCHRONA ROAD
AND GOOSE LAKE

Date: 3/10/2021



Information depicted may include data unverified by AES. Any reliance upon such data is at the user's own risk. AES does not warrant this map or its features are either spatially or temporally accurate. Coordinate System: NAD 1983 NAD83 WGS84 Dane County Feet | Edited by: attach | W:\P\Fitchburg Public Works\18075-2019-2021\GIS\2021\Fitchburg Stormwater Improvements.aprx | Preferred Alternative

