

Town of Vienna Board Meeting Minutes Monday, December 7, 2015

This regular meeting was called to order at 7:00 P.M. by Chairman Lonnie Breggeman. Supervisors Gary Endres, Karen Ingalls, Steve Ruegsegger, Ron Rupp, and Clerk Shawn Haney were present. Also present: Scott Benson, Scott Anderson, Don Schmidt, Don Midthun, Louis Meinholz, Chris Astrella, Jim Koltes and Deputy Rich Bennett (7:40 P.M.)

Motion by Rupp, 2nd by Ruegsegger to approve the minutes of the November 16, 2015 regular board meeting. All yes.

Public Comment – None.

Engineer – Town Engineer Scott Anderson presented his findings regarding water drainage in the lower half of section 27. There is currently a water intake at 938.93 feet that drains to the east. The elevation of Cuba Valley Road at its lowest point is 945.50 feet. If the drain were not working at all the water would have to rise 6.57 feet before it would come up on to Cuba Valley Road. A map was shown showing the affected area. It would equate to 38.3 million gallons of water. There was discussion about how much water from other areas runs in to this area. Scott Anderson was not asked to calculate that. There was discussion about how giving money to this project would affect future requests from other landowners with water issues.

Drainage District Request – Continued discussion from above agenda item. Motion by Endres, 2nd by Ingalls to deny the request for \$15,000 from Drainage District 29. All yes.

Letter of Credit – We had an agreement in place with Clear Horizons (Digester Operator) that included a bond/letter of credit to cover road work. When we negotiated the Payment In Lieu of Taxes (PILOT) agreement that negated the need for a bond/letter of credit. Clean Fuel Partners is taking over operation of the digester and has agreed to the terms of the agreements we had with Clear Horizons. A transfer agreement has been prepared without the provision for a bond/letter of credit. Motion by Endres, 2nd by Rupp that a bond/letter of credit is no longer needed. All yes. Chairman Breggeman signed the transfer agreement.

Clerk Replacement – Chris Astrella was present. Employment issues were discussed. His starting date will be Tuesday, January 19th. There was discussion about the current vacation policy of one week after one year. There was discussion of 2 weeks (80 hours) after 6 months, prorated upon the time of year the employee starts. The board was in agreement that this would be acceptable. There was discussion about the need to update several areas of the employee manual. This will take place in early 2016 and will be brought back to the board for review when drafted. Clerk note: More information about Mr. Astrella will be included in the January newsletter.

Deputy Bennett – Deputy Bennett provided a list of calls in the town from March to November of 2015. There were many different types of calls including a homicide, several thefts and an armed robbery. Considerable time was spent on a juvenile case as well. Deputy Bennett was asked to provide extra patrol for overweight trucks on Cuba Valley Road between County I and River Road, and to watch for cars passing school busses near County V and Schumacher Road.

Operator's License(s) – Motion by Rupp, 2nd by Ruegsegger to approve an Operator's License for Larry Wilmot at All Stop, Inc. All yes.

Town Supervisor Reports: Supervisor Rupp reported that DeForest Fire met on November 30th. Most of the time was spent in closed session. There was discussion about a fatal accident on I 39/90/94. The SCBA grant is in process. The Intergovernmental Agreement is still being worked on. Supervisor Ruegsegger reported that Dane Fire met on November 30th. They got a box of records back from Bob Lee after intervention by the Sheriff's Office. They are working on a vehicle replacement plan. Chairman Breggeman reported that the Senior Center meeting is tomorrow. Supervisor Ingalls reported that Waunakee EMS meets on Thursday. Supervisor Endres reported that Waunakee Fire met on November 30th. They are working on updating their by-laws and will likely increase their membership as they need help on dayshift.

Town Clerk's Report

- Outstanding DaneCom Invoice – We have an invoice outstanding from July. Should it be paid before the end of the year or carried over to next year? We have not received much information from Dane County as to what progress is being made or when the system will be operational. The consensus of the board was to hold it over until next year.
- Dane County TRIP Grant – We were awarded a Town Road Improvement Program grant in the amount of \$15,388.25 for a section of Meek Road west of Smokey Hollow Road. We cannot open the bids for that section of road until after July 1, 2016.

- Chamber Name – The clerk will be meeting with the DeForest Chamber Executive Director and 1st Vice President on Tuesday. A proposal has been submitted by the Village of Windsor to change the name from the DeForest Area Chamber of Commerce to the DeForest Windsor Area Chamber of Commerce. There was discussion about this leading to a request to change the name of the Senior Center, Fire Department, Library, etc. If the Chamber name does get changed, Windsor should pay any associated costs.
- Tree Planted – Shane Ziegler from Pinnacle Landscaping contacted us about planting a tree in memory of Walter Meinholz. We had previously received money from Atty. Mitby to plant a tree in memory of Carlton Hamre. Both trees were planted in early December. In the Spring we will have memorial name plates made to put in near the trees.
- Surveyor Work – It was discovered that several survey markers were destroyed when roads were milled. We are required to replace them when doing road work. Six markers were fixed on roads that have been resurfaced and in the future we will have the markers located before the road work is done.

Motion by Rupp, 2nd by Ruegsegger to pay current town bills in the amount of \$25,835.30 (Utility 1 = \$530.81, Utility 2 = \$120.53, Payroll = \$4,385.86 and Town General = \$20,798.10. All yes.

Meeting was adjourned at 8:30 P.M.

Prepared by: Shawn Haney, Clerk

Note: These draft minutes are subject to approval at the December 21, 2015 Town Board Meeting.