

**Town Board Meeting Minutes**  
**Town of Vienna**  
**Thursday May 5, 2016**

The meeting for May 2, 2016 was not held due to the meeting notice not being posted in a timely manner. The subject material from the May 2, 2016 meeting was included on the agenda for the May 5, 2016 town board meeting.

Town chairman Lonnie Breggeman called the meeting to order at 7:00 P.M. In attendance were: Attorney John Mitby, Supervisors Gary Endres, Karen Ingalls, Steve Ruegsegger and Ron Rupp, Clerk Chris Astrella, the only public attendee was Shawn Haney.

Supervisor Rupp lead the Pledge of Allegiance.

Supervisor Rupp made a motion to approve the minutes of the April 19, 2016 town board meeting. It was seconded by Supervisor Ruegsegger and passed 5-0.

Supervisor Endres made a motion to approve the minutes of the April 14, 2016 joint meeting with Windsor. It was seconded by Supervisor Ingalls and passed 5-0.

No public comment.

At the May 2 meeting during public comment, Spencer Johnson from Payne & Dolan explained that the asphalt plant for 3-4 nights per week would be in operation. This is for a DOT project for interstate 39. This work will be completed throughout the month of May and it should be completed by the end of May weather permitting. It may run into early June if there is a stretch of wet weather.

**Discussion and action for the legal posting of the town board agendas** – Attorney Mitby explained that the town has not adopted an official newspaper. Publishing in a newspaper will not meet one of the legal requirements for publishing the agenda. Vienna decided several years ago that to fulfil the legal requirement, that the agenda will be posted on the town website and by the front door of the town hall. These postings need to be completed 24 hours before the meetings takes place. Many of the agendas are also published in the town newsletter The Vienna Views and also in the DeForest Times Tribune, but these are just additional postings and do not go towards fulfilling the legal requirements. For the town of Vienna to meet the legal requirements the agendas will be posted by the front door of the town hall and on the town website at least 24 hours before the meetings occur. Supervisor Rupp made a motion to approve these locations to fulfil the legal requirements for posting the town board agendas. It was seconded by Supervisor Ruegsegger and passed 5-0.

**Discussion and possible action on Resolution 2016-3 Acknowledging the DeForest Area Community and Senior Center Accreditation Accomplishment** - Supervisor Ruegsegger made a motion to approve the resolution. It was seconded by Supervisor Endres and passed 5-0.

**Discussion and possible action on Resolution 2016-4 for Inclusion Under the Income Continuation Insurance Plan (short and long term disability)** – there has been a premium holiday since 2012 so there would be no cost to the town for town employees. To be eligible the town employee would need to also be enrolled in the retirement plan. There may not be enough interest by town employees to make this worthwhile. Will need to see what employees might be interested in enrolling in this. This item was tabled.

**Operator Licenses** – none.

**Town Supervisor Reports** – Supervisor Rupp for Deforest Fire reported that the next meeting will be Monday May 9. Supervisor Ruegsegger for Dane Fire reported that there was a meeting on Monday April 25 and the Vienna-Dane Fire agreement is complete. As soon as he receives it he will forward it to the town clerk and the town clerk will forward it to the rest of the town board members for their review. The next meeting is Tuesday May 31. Supervisor Breggeman for the DeForest Community Center reported that the next meeting is next Tuesday. Supervisor Ingalls for Waunakee EMS reported that the next meeting is next Thursday. Supervisor Endres for Waunakee Fire reported that there was a meeting this past Monday and that they have had an active month.

**Town Clerk's Report** – The town has received two bills for DaneCom. In 2011 the town signed a contract saying

they would pay towards the operating and maintenance costs of the new system. Since it hasn't been in operation the town board has opted not to pay these bills. The town board also never received any updates on the project. The town has now received updates and progress is being made on the project. Supervisor Ruegsegger made a motion to pay the older bill. It was seconded by Supervisor Rupp and passed 5-0. It was decided not to pay the second bill until further updates are received showing additional progress is being made on the new system.

**Review and authorize payment of current town and utility bills, wages and expenses.** Clerk Astrella announced the amounts of the bills and they are as follows:

- Payroll - \$17,246.82
- Utility 2 – \$26.40
- Town - \$17,607.59
- Total - \$34,880.81

The town board reviewed the bills and Supervisor Rupp made a motion to approve the bills as presented. It was seconded by Supervisor Ruegsegger and passed 5-0.

**Convene into closed session pursuant to Wis. Stat. § 19.85(1)(c) to considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility (Town Clerk).** Motion to convene into closed session – Supervisor Endres – yes, Supervisor Ingalls – yes, chairman Breggeman – yes, Supervisor Ruegsegger – yes, supervisor Rupp – yes. Motion by Supervisor Ingalls to allow Shawn Haney to stay and participate in the closed session. Seconded by Supervisor Ruegsegger and passed 5-0. Convened into closed session at 7:58 PM.

**Motion to return to open session** – motion made by Supervisor Ruegsegger to return to open session. Seconded by Supervisor Rupp and passed 5-0. Action taken was that the board agreed to accept clerk Astrella's resignation effective 5/5/2016.

**Adjourn** – motion by Supervisor Rupp to adjourn the meeting. Seconded by Supervisor Endres and passed 5-0.

Minutes written and submitted by Steve Ruegsegger, Town Board Supervisor #1

These draft minutes are subject to approval at the next board meeting May 16, 2016.