

**Town of Vienna Board Minutes
November 21, 2016**

The regular meeting was called to order at 7:00 p.m. by Chairman Breggeman. Supervisors Gary Endres, Karen Ingalls, Steve Ruegsegger and Ron Rupp and Clerk Kathy Clark were present. Also present: Treasurer Nikki Roessler, Patrolman Scott Benson, Johnson Block Kevin Krysinski, Town Attorney John Mitby and Shawn Haney.

Public Comment: None

Approval of Minutes: Motion made by Rupp, second by Ruegsegger to approve the minutes of November 7, 2016 town board meeting. Motion carried (5-0).

Public Comment: None

Accounting Presentation - Johnson Block, Kevin Krysinski: Krysinski informed the board that a letter of engagement was submitted to the town for year-end adjustments, filing the Form CT and to perform an audit on 2016 financials. Krysinski provided an overview on his role and work in the past with the town. Endres inquired about the tax levy limit and the impact of debt has on the overall process. Krysinski gave different options on what the town can do to reallocate funds reserved for debt payments to future road projects. Discussion followed.

Motion to approve or amend the proposed 2017 Town Budget: Motion by Rupp, second by Ruegsegger to approve the 2017 town budget as amended in annual budget meeting, adding \$3,500 to Road Outlay. Motion carried (5-0)

Motion to approve or amend the 2017 Town Tax Levy: Motion by Ruegsegger, second by Endres to approve the Town Tax Levy. Motion carried (5-0)

Motion to approve or amend the 2017 Highway Expenditures: Motion by Rupp, second by Ingalls to approve the 2017 Highway Expenditures as amended in budget meeting, adding \$3,500 to Road Outlay. Motion carried (5-0)

Discussion and possible action on DeForest-Windsor Fire/EMS Agreement: Mitby led the discussion regarding his review of the service contract. A 1997 agreement with the DeForest Fire/EMS department exists and should be terminated before entering into a new agreement. Mitby recommended adding language to protect the town in the event the agreement is terminated. Discussion of past investments for equipment took place and that a credit or check would be given to the town for their shared interest. Mitby is working with the attorney on language for both sides and suggested waiting on approval until the details can be sorted out. The Town of Leeds is also waiting on further revisions before signing the contract. The board agreed to not take action at this time.

Operator's Licenses: None

Town Supervisor Reports: Supervisor Ruegsegger next Dane-Vienna meeting is Monday, November 28th. Supervisor Rupp stated the DeForest Fire/EMS meeting was Wednesday, November 16th. There were 129 calls this past month and they plan to purchase new equipment with the grant money received. A special meeting is scheduled for November 30th to discuss the status of the service contract. Chairman Breggeman stated DeForest Senior Center meeting was Tuesday, November 8th and the 2017 budget was approved. Supervisor Ingalls stated the Waunakee EMS meeting was Wednesday November 16th nothing new to report. Supervisor Endres has the Waunakee Fire meeting next Monday, November 28th.

Town Clerks Report: Clark reported that Wisconsin Emergency Management was visiting tomorrow for final review of the Drainage District project, on behalf of FEMA, to finalize the report with updated pictures of the drainage flow. An application for a Reception Barn was submitted to the office and will be on the Plan Commission agenda December 12th for review.

Review and authorize payments of current town and utility bills, wages and expenses: Motion by Ruegsegger, second by Rupp to pay current town bills in the amount of \$23,048.89; Payroll, \$5,817.87, Town Bills \$16,987.24, Utility 1 \$150.00 and Utility 2 \$93.78. Motion carried (5-0).

Adjourn: Motion by Rupp, second by Ruegsegger to adjourn. Meeting adjourned at 8:15 p.m.

Prepared by: Kathleen Clark, Town Clerk

Note: These draft minutes are subject to approval at the December 5, 2016 Town Board Meeting.