

Town of Vienna Board Meeting Minutes Monday, December 17, 2012

The meeting was called to order at 7:00 P.M. by Chairman Lonnie Breggeman. Supervisors Gary Endres, Jeff Freppon, Dave Ripp, Jonathan Marquardt and Clerk Shawn Haney were present. Also present: Don Schmidt, Louis Meinholz and Dennis Kelley.

After the Pledge of Allegiance there was a motion by Endres, 2nd by Marquardt to approve the minutes of the December 3, 2012 regular board meeting. All yes.

Public comment: Louis Meinholz commented about the Town Hall project. He doesn't think there was enough public input about the layout of the building. He inquired why it has to be a commercial building, and why it has to have the mezzanine. Explanations were given about why the mezzanine is desired, the planning process to this point, and space and project cost considerations.

E-80 Plus – The board reviewed the request from E-80 Plus, 7120 Patton Road, to add 5 additional acres to their existing parcel and rezone from A-1ex to C-2. The Plan Commission reviewed last week and recommended approval with the conditions that no additional driveway be allowed onto Patton Road and that stormwater and landscaping plans be submitted and approved. Motion by Freppon, 2nd by Marquardt to approve with the conditions suggested by the Plan Commission. All yes.

Quarterly Presentation by Deputy Bennett – Cancelled due to Deputy Bennett not being able to attend the meeting.

Gardiner Appraisal Contract – The board reviewed the updated contract proposal. At the suggestion from Atty. Mitby language was added in the event the contract needed to be cancelled for cause. Motion by Marquardt, 2nd by Ripp to approve the 2 year contract with Gardiner Appraisal Service. All yes.

Fund Balance Policy – While preparing for the audit, we were told that the General Fund Balance should be between 15-30% of the annual budget. Discussion was held as to what the balance should be and whether the amount should include the pass through items such as the fire districts, school districts and trash/recycling collection. It was agreed that it should be 25-30% of the total budget. A report on fund balances will be given at the January meeting.

Operator's Licenses: None

Town Supervisor Reports: Supervisor Marquardt reported that one of the DeForest Fire full time employees has taken a job elsewhere. Negotiations with the union will be going to mediation. Supervisor Ripp reported that Dane Fire will meet on December 27th. Supervisor Freppon reported that Waunakee EMS is researching insurance options for 5 people that are trained at a higher level than what the EMS service is licensed for (Medical Director and 4 nurses). They will be meeting again soon to review the options. Supervisor Endres reported that Waunakee Fire will not be meeting in December. Chairman Breggeman reported that the DeForest Senior Center will be meeting in early January.

Town Manager's Report

- Town Hall Project Update – General Engineering has completed the legal description of the land and it has been forwarded to Atty Mitby. A meeting with the landowners was held today to discuss excess material to be removed, farm field access and storm water. The CSM is being completed and the zoning change application will be filed with Dane County by December 20th. One design meeting was held to discuss building materials. Supervisors Freppon and Endres attended that meeting. Asbestos tests of the existing building are being scheduled. The electrical engineer will be coming down to look at existing electrical service to determine how the new building will be served.
- Maier Road Update – A meeting with Hellenbrand, Maier and Atty Mitby was attempted but Mr. Hellenbrand wanted to consult with his Atty. I had a conversation with Atty Ishikawa today and answered his questions. He will contact Mr. Hellenbrand and get back to me.
- DeForest Boundary Agreement – The boundary agreement with DeForest expires at the end of 2013. The board was asked who they want to represent the Town. Greg Smithback and Tom Midthun will represent the Plan Commission. It was decided to have the Clerk contact and meet with Village Administrator Steve Fahlgren to see what issues will be on the table for the renewal of the agreement.
- Utility 1 Rates – We are still working on this. Madison Metro has placed a flow meter in the line after our lift station

to check the flow. They will leave the meter in place for about a week. We will then compare their readings with our lift station readings and use that information to determine the rates. We should be able to have the Utility 1 rate setting meeting in January of 2013.

- Utility 2 – A check for \$3,407.54 was received from Nature Valley for the connection fee. The check to Nature Valley for \$7,745.39 from the Lantern Hollow refund is being sent to them.

Motion by Marquardt, 2nd by Ripp to pay current town bills in the amount of \$32,506.39 (Utility 1 = \$484.08, Utility 2 = \$7,831.09, Payroll = \$4,669.33 and Town General = \$19,521.89) All yes.

Meeting was adjourned at 8:14 P.M.

Prepared by: Shawn Haney, Clerk/Manager

Note: These draft minutes are subject to approval at the January 7, 2013 Town Board Meeting.