

## **Town of Vienna Board Meeting Minutes Monday, January 21, 2013**

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

After the Pledge of Allegiance there was a motion by Freppon, 2<sup>nd</sup> by Endres to approve the minutes of the January 7, 2013 regular board meeting. All yes.

**Public comment:** None.

**Jensen CSM** – The board reviewed a request from Richard Jensen to create a 1.54 acre residential lot on the north side of Hahn Road just west of Morrisonville Road. 75 acres of Jensen’s existing farmland extending south from County Highway DM will be deed restricted against further building. The Plan Commission recommended approval. Motion by Endres, 2<sup>nd</sup> by Freppon to approve the CSM. All yes.

**Town Hall CSM and CUP** – The board reviewed the request for a 2-lot CSM, rezone request and Conditional Use Permit for the Town of Vienna for the purpose of building a new Town Hall. The Plan Commission recommended approval. Motion by Endres, 2<sup>nd</sup> by Ripp to approve the 2-lot CSM with lot one zoned C-1, lot two zoned A-4 and approval of the CUP. All yes.

**Dane County Zoning Code Update** – This was reviewed by the Plan Commission and Town Board. There were no suggestions for changes submitted.

**Fee Schedule for Development and Conditional Use Permits** – Tabled until February 18<sup>th</sup>.

**Budget Transfer Resolution 01-21-2013** – The board reviewed the resolution which carries forward unused funds from several budget lines from 2012 to 2013. Motion by Ripp, 2<sup>nd</sup> by Endres to approve Resolution 01-21-2013. All yes.

**Transition Wage Increase** – When Nicole Roessler was hired as Deputy Treasurer she was hired at \$15 per hour. The Treasurer and Clerk are requesting that her wage be increased to \$18 per hour retroactive to January 1<sup>st</sup>. Money for the increase is included in the transition line of the budget. Motion by Ripp, 2<sup>nd</sup> by Freppon to approve. All yes.

**Operator’s Licenses:** Motion by Freppon, 2<sup>nd</sup> by Ripp to approve an Operator’s License for Abraham Lind at Rider’s Amoco. All yes. Motion by Endres, 2<sup>nd</sup> by Freppon to approve an Operator’s License for Christopher Wiggins at Phillips 66. All yes.

**Town Supervisor Reports:** Supervisor Ripp reported that the Dane Fire meets next Monday. Chairman Breggeman reported that the DeForest Senior Center purchased the white house next to the old clinic. They will remove the house and make a new entrance into the facility. Supervisor Freppon reported that Waunakee EMS is considering options to deal with its budget surplus. This will be done next fall when it is time to set rates for 2014. Supervisor Endres reported that Waunakee Fire is meeting on Tuesday the 22<sup>nd</sup> to discuss their Length of Service Awards Program.

### **Town Manager’s Report**

- **Town Hall Project Update** – The Offer to Purchase was provided to and signed by 3 members of the Midthun family. It needs to be signed by the other 2 and returned. Once it is returned the deed can be drafted. A design meeting will be held on Thursday January 24<sup>th</sup>. Information will be relayed to board members so they have time to review before the February 4<sup>th</sup> Board Meeting.
- **Maier Road Update** – A meeting was held with the Maiers and Hellenbrands on January 15<sup>th</sup>. The original agreement called for the road to be transferred to the Maiers in 2018. Both parties would now like it to remain a town road after 2018. The Maiers will continue to pay for the road improvements that were done in 2008. Atty. Mitby will draft a new agreement and the clerk checked with DMB and the loan can be extended to help reduce the payments.
- **DeForest Boundary Agreement** – The DeForest Village Board discussed it at their January 15<sup>th</sup> meeting. Steve Fahlgren will meet with Village Planner Mark Roffers, the Village President and one of the trustees to discuss a new agreement. A meeting with Village representatives will be scheduled for mid-February.
- **Utility 1 Rate Update** – Mulcahy Shaw water recalibrated our lift station monitoring equipment and Madison Metro will be monitoring flow south of CTH V. It was discovered that we have clear water coming into a manhole between Arbys and Culvers. We will be investigating to find the source of that clear water.

- Fund Balance Information – The board reviewed a preliminary sheet explaining how funds will be transferred to create a future road improvement account, and set up an account for the town hall project. This will get the general fund balance to approx. 30% of our annual budget, which is what the auditor has suggested.
- Feb 4<sup>th</sup> Meeting Time – The next meeting will start at 6 PM to allow extra time to discuss the final design for the Town Hall Project.

Motion by Endres, 2<sup>nd</sup> by Freppon to pay current town bills in the amount of \$42,634.09 (Utility 1 = \$6,768.25, Utility 2 = \$4,653.52, Payroll = \$6,545.17 and Town General = \$24,667.15 All yes. Payments from tax collections were made to MATC, Dane County and the 4 school districts in the amount of \$1,639,671.00

Meeting was adjourned at 8:24 P.M.

Prepared by: Shawn Haney, Clerk/Manager

Note: These draft minutes are subject to approval at the February 4, 2013 Town Board Meeting.