

Town of Vienna Board Meeting Minutes **Monday, April 15, 2013**

The meeting was called to order at 7:00 P.M. by Chairman Lonnie Breggeman. Supervisors Gary Endres, Jeff Freppon, Dave Ripp, Treasurer Linda Smithback, Deputy Treasurer Nicole Roessler and Clerk Shawn Haney were present. Supervisor Marquardt arrived at 7:08 P.M. Also present: Don Schmidt, Jim Koltes, Paul Nelson, Jolene O'Brien, Scott Benson, Jason Jackson and Scott Anderson.

After the Pledge of Allegiance there was a motion by Endres, 2nd by Freppon to approve the minutes of the April 1, 2013 regular board meeting. 4-0 yes.

Public comment: Todd Cardinal, owner of Cardinal Construction was present. His company is the General Contractor for our Town Hall/Shop building project. He wanted to introduce himself and meet the board.

DeForest Fire Report – DeForest Fire Chief Paul Nelson went over the Fire Department's 2012 Annual Report. In the district last year there were 9 significant structure fires resulting in approx. 1.1 million in damage. One of the fires was in the Town of Vienna. They are working on a revised fire inspection ordinance. The Fire Department will have education and activity stations set up in the park on June 1st during the Dragon Arts Fair. There is a Brat Bust scheduled for April 20th at the Fire Station as a fundraiser for the extrication team to compete in an event. Their annual report will be available on their website once their website is updated.

Town Hall Project – Jason Jackson and Jolene O'Brien spoke with the board about color choices for the metal building package. Colors were chosen that are similar to the rendering that has been on display at the town hall. Material choices for the carpet, tile, paint and other items will need to be selected in the near future.

Tricor Ripp Pit – It was discovered that the annual fee of \$500 has not been paid for the Tricor Ripp Pit on Madigan Road. Owner Paul Munz forgot that the 2007 amendment included the fee and he never received an invoice from the town. He is willing to pay the fee going back to 2007. The amendment calls for a 1% increase each year. Motion by Endres, 2nd by Freppon to bill Tricor going back to 2007. All yes.

Windsor Prairie Road Ditch Survey – Engineer Scott Anderson discussed a Plan Commission recommendation to obtain the grades for the ditch along Windsor Prairie Road south of Pine Spring Road. The proposal was modified to include an area north of Pine Spring Road for an additional \$50. There was discussion about the natural flow of water to the east, but there is no culvert under Windsor Prairie Road. The Plan Commission is reviewing a request from Paul Richgels to create 2 additional building lots along Pine Spring Road. There are concerns about water that must be addressed before any lot splits can be reviewed or approved. Motion by Endres, 2nd by Freppon to have the ditch survey completed at a cost not to exceed \$800. All yes.

UWGB Institute – Treasurer elect Nicole Roessler presented the board with information about Treasurer Training in Green Bay. It is 4 year program that would lead to her becoming a Certified Treasurer. It is a one week course held each year in July. Class fee, lodging, meals and mileage would be approx. \$1,400 Motion by Marquardt, 2nd by Endres to approve. All yes.

Operator's Licenses: Motion by Endres, 2nd by Ripp to approve an Operator's License for Cindy Putnam for Comfort Inn. All yes.

Town Supervisor Reports: Supervisor Marquardt reported that DeForest Fire continues to meet to discuss long term planning and they are going through an accreditation process. Supervisor Ripp reported that Dane Fire meets on April 29th. Chairman Breggeman reported that the DeForest Senior Center is working on a strategic plan. Supervisor Freppon reported that Waunakee EMS is purchasing new equipment. Supervisor Endres reported that the Waunakee Fire meets on April 29th.

Town Manager's Report

- Town Hall Project Update – The CSM and Deed have been signed by all parties and will be recorded this week. The Public Service Commission has approved our request to use ATC funds for the Town Hall project. LMS Construction has requested that we close Norway Grove Road west of the town hall when they remove material for site preparation. It would be closed for 7-10 days after April 22nd. Notification will be made to residents, the Fire Department, Post Office, 9-1-1 Communications and trash/recycling hauler.
- Spring Election Report – A copy was provided to the board, has been posted on the town website and will be included

with the May newsletter. A total 214 residents voted on April 2, 2013.

- County I Bridge Replacement – Brush cutting and landscaping work will start the week of April 22nd. The road will be closed starting May 1, 2013. We will videotape the condition of Hahn, Morrisonville, WIBU, Patton and Madigan Roads the last week of April.
- DeForest Boundary Agreement – The Vienna Committee met on April 8th. If we do a 5 year agreement with a 5 year renewal, we do not have to involve the Wisconsin Department of Administration. A joint meeting and public hearing need to be held once we agree on language.
- Open Book/Board of Review Dates – Open Book will be held on Tuesday May 7th from 5P-7P. Board of Review will be held on Thursday May 30th from 6P-8P. The dates/times have been entered onto our website calendar and will be included in the May newsletter.
- Lift Station Issues – The generator at lift station 2 continues to start and run intermittently. The control board that automatically starts it once a week was disconnected, but it is still doing it. Engine Generator Service is trying to find the cause of the problem. Lift Station 1 had a pump failure on April 9th. Two snap rings broke, causing a shaft to drop causing damage to the pump. It has been repaired but it cannot be determined how long it will work. L.W. Allen has suggested replacing the pump. A Utility District 1 meeting will be scheduled for May 6th, prior to the regular board meeting.

Motion by Marquardt, 2nd by Freppon to pay current town bills in the amount of \$116,584.92 (Utility 1 = \$9,472.28, Utility 2 = \$6,013.28, Payroll = \$6,336.57 and Town General = \$94,762.79) All yes.

Meeting was adjourned at 9:05 P.M.

Prepared by: Shawn Haney, Clerk/Manager

Notes: These draft minutes are subject to approval at the May 6, 2013 Town Board Meeting.