



Town of Vienna Web Site Address: www.vienna-wis.com

December, 2015
Volume 2015-16, No. 8

Town Budget Passes

The 2016 Town Budget was passed at the Annual Budget meeting on November 16, 2015. The local mill rate will stay the same at 2.87/1,000 of assessed value. DeForest and Poynette School District residents will see an increase while Wauwaukee and Lodi School District residents will see a decrease. Residents served by Dane and DeForest Fire Departments will see an increase in that portion of their tax bill. Residents served by Wauwaukee Fire will see a decrease due to a payment in lieu of taxes that was negotiated with the manure digester operator. All residents served by Waunakee EMS will see an increase in that portion of the tax bill due to increased staffing costs. At the time this newsletter went to the printer, we have not received information from Dane County so we do not know the extent of a county tax increase, if any. Copies of the 2015 budget are available on the Town Website and at the Town Hall.

Utility District 2 Rates

Residents in Utility District 2 will see an increase in sewer rates for 2016. This is due to an increase in rates from the Madison Metropolitan Sewer District. The rate for residents in Windsor Prairie will increase to \$185 per year. The rate for residents in Hickory Meadows, Nature Valley and Lantern Hollow will increase to \$245 per year.

Mailing Tax Payments

In an effort to accommodate all taxpayers who wish to use a 2015 tax deduction for payments received by December 31, 2015 we respectfully request that you **mail** your payment (s) to the Treasurer a week in advance of that deadline.

Please provide as much detail as possible on each of your tax bills/stubs or check when **mailing** your tax payments. The information should include notations for 1st installments, full payment or any combination thereof. It would also be very much appreciated if you would **include a telephone number** where you can be reached in the event we need to contact you for clarification.

Tax Collection Information Tax Collection Hours / Tips

Property tax bills will be mailed as soon as they are available, but no later than Monday, December 21, 2015. Town Treasurer Nicole Roessler will be in the office for in-person tax collection on the following dates/times in December:

Wednesday, December 30, 2015 8:30A-2PM

Thursday, December 31, 2015 8:30A-1P

A drop box is available inside the Town Hall vestibule 24 hours per day. If you have tax related questions during the above times, please call **608-846-3802**

Tip # 1: Escrow checks from mortgage companies must be signed by **EACH** party whose name is on the front of the check.

Tip # 2: When writing a personal check, make sure the number written in the box matches the amount written in words on the long line (legal line) of the check. The amount written in words on the legal line is what the banks will pay.

Special Assessments and Special Charges are due with the First Installment and will be taken out of payments first which could leave a portion of your taxes delinquent if enough funds have not been included to cover all Specials, plus the first installment.

Informational Meeting

Want to know what kids are doing online? Want to learn the new trends your kids are exploring in this digital world? Want to find out how to protect your family as technology becomes a larger part of our lives? The DeForest Police Department / DeForest Area School District are hosting a one night presentation to give you as much information as possible to help you and your family make the right choices online. The meeting will be held on Wednesday, December 16, 2015 from 7P-8:30PM at the DeForest High School. All town residents are invited to attend, regardless of what school district you live in.

Payne & Dolan Meeting

The annual Payne & Dolan quarry advisory committee meeting will be held on Monday, December 21, 2015 at 6:30 P.M. at the town hall. Residents with questions/comments/concerns about the operation of the plant are encouraged to attend. Please contact resident representative Gary Richardson at 608-220-1612 to express concerns if you are unable to attend the meeting.

Farmland Preservation Ordinance

The Wisconsin Department of Agriculture, Trade and Consumer Protection has approved the DeForest Farmland Preservation Ordinance. The text and map changes associated with the ordinance will be reviewed by the DeForest/Vienna ETZ Committee on Monday, November 30th. The Village of DeForest will have it on their agenda on December 15th. If everything goes as expected the ordinance will be adopted and Town of Vienna farmers will be able to claim farmland preservation tax credits on their lands for 2015.

Tom Midthun

Plan Commission member and election worker Tom Midthun passed away on Wednesday, November 11, 2015. Tom served on the Plan Commission for many, many years and was very knowledgeable about town history and land use. Tom was always willing to pitch in and work at the elections. He will be missed. Our thoughts are with his wife Carol, his daughters and grandchildren and the rest of the Midthun family.

Christmas Tree Pickup

Advanced Disposal will be picking up Christmas Trees on January 15 and January 29, 2016. If you have a tree to be picked up, please **call Advanced at 251-7878** prior to January 8 or 22 to let them know you have a tree out. A reminder will be included in the January newsletter.

Street Parking in Subdivisions

Last winter we had issues with residents leaving cars parked partially on the roadway in the subdivisions. The town does not have an alternate side parking ordinance, but we would appreciate your help during the snow plowing season. Please do not leave cars parked in the street when we need to plow. It creates problems for the plow drivers and for other drivers once the car has been removed. If you choose to leave them in the street they may get plowed in.

Dog Licenses

Dog license information will be sent out with property tax bills. If you own property and have renters with dogs, please give the information to your renter(s). Keeping your dog license(s) current can help you if your dog ever runs away and is located by animal control or law enforcement. There have been many instances where we have been able to locate a dog owner because of their registration tag. To license your dog, please follow the instructions on the form when it arrives.

Absentee Ballots

If you will be gone for any of the 2016 elections you may vote by absentee ballot. The absentee form is available on the town website under the election tab. Once the form is complete return it to the town office with a copy of your photo ID and we will send the ballot out when it is available.

Town of Vienna Board

Special Meeting Minutes

Thursday, October 29, 2014

The meeting was called to order at 6:02 P.M. by Chairman Lonnie Breggeman. Supervisors Karen Ingalls, Steve Ruegsegger, Ron Rupp, and Clerk Shawn Haney were present. Treasurer Nicole Roessler was excused. Supervisor Gary Endres arrived at 6:18 P.M.

Public comment: None

Budget Presentation: The clerk presented preliminary budget information and went over anticipated revenues and estimated expenditures. We will not know until November 12, 2015 whether we will receive any road funds from a TRIP application. We are waiting for a final number from the DeForest Fire Department. That number should be available in early November.

The purpose of the meeting was for the board to review the proposed budget as the summary was published in the newspaper today. The law requires that a summary be posted 15 days prior to the Annual Budget meeting, which is scheduled for November 16, 2015 at 7:00 P.M.

At this time it appears the town mill rate will stay the same at 2.87 per 1,000 of equalized value.

After the budget discussion there was a review of clerk resumes and letters of interest. 4 candidates will be invited for interviews in mid-November.

Meeting was adjourned at 7:40 P.M.

Prepared by: Shawn Haney, Clerk

Note: These minutes were approved at the November 2, 2015 Town Board Meeting.

Town of Vienna Board Meeting Minutes Monday, November 2, 2015

The meeting was called to order at 7:00 P.M. by Chairman Lonnie Breggeman. Supervisors Gary Endres, Karen Ingalls, Steve Ruegsegger, Ron Rupp and Clerk Shawn Haney were present. Also present: John Haeckel, Don Midthun, Doug Midthun, Don Schmidt and Jim Koltes.

After the Pledge of Allegiance there was a motion by Rupp, 2nd by Ingalls to approve the minutes of the October 19, 2015 regular board meeting and October 29, 2015 special board meeting. All yes.

Public Comment – None.

Manure Digester – Clean Fuel Partners CEO John Haeckel was present. He explained that they have entered in to an agreement with Clear Horizons to purchase their stake in the digester. Clean Fuel Partners will also enter in to a lease with Dane County. Mr. Haeckel had provided an electronic presentation which was reviewed by board members as part of the board packet. Clean Fuel Partners has hired ES Engineering to oversee operation of the digester. All 3 tanks have been cleaned and they are waiting for a new roof for digester # 2.

A new centrifuge will be installed that will help improve efficiency. They will be hiring all of the current plant operators. The board approved the transfer and the clerk will work with Attorney Mitby to get the proper legal documents completed.

Drainage District – Drainage District 29 has requested that the town pay \$15,000 towards the tile line project that is going to be completed in section 27. Don Midthun provided a list of signatures of town residents in the district that think the town should contribute to the project. There was discussion about the benefit of the tile line to the town. Drainage district members believe that installation of the line will help keep water away from Cuba Valley Road. An observation was made that Cuba Valley Road was raised and may no longer be affected if the water were to get high. It was suggested that we obtain a set of construction plans and have our engineer review to determine how high water would affect the road. Motion by Rupp, 2nd by Ruegsegger to table until we have more information. All yes.

Yahara Materials – Tim Geoghegan from Yahara Materials came to the town with a proposal for Meek Road. Yahara would like to remove material from the Gilles pit on Oak Lane at Meek Road. They would like to haul material west on Meek Road to Smokey Hollow Road. They would go north to County K. They would need to get permission from the Town of Arlington for the other roads they want to haul on. We have repaving of that section of Meek Road slated for 2016. Yahara Materials is proposing to undercut that ½ mile stretch and place breaker run and ¾ gravel as a base. They would prepare it so all we have to do is blacktop it. The board agreed this would benefit the town and authorized the clerk to work on a formal agreement with Yahara Materials.

Parking on Cake Parkway – Mark Reynolds of Reynolds Rigging & Crane asked if Cake Parkway could be posted for No Parking on both sides. He is afraid that if vehicles are parked opposite of their driveway, they will not be able to exit with their vehicles. We will consult with Truck Country prior to making a final decision, as it could affect their driveways as well.

Utility CMOM – The DNR is requiring that all owners of utility districts develop and implement a Capacity, Management, Operation and Maintenance Program by August 1, 2016. Quotes were obtained from Mead & Hunt, General Engineering and Snyder & Associates.

Snyder & Associates quote was \$2,950. General Engineering and Mead & Hunt both quoted \$5,000. Motion by Endres, 2nd by Ingalls to accept the quote from Snyder & Associates to assist with completion of the CMOM. All yes.

Operator's License(s) – None.

Town Supervisor Reports: Supervisor Rupp reported that DeForest Fire meets on November 11th. Supervisor Ruegsegger reported that Dane Fire is working on a vehicle replacement plan. They are unable to obtain previous financial records held by former Town of Dane Chairman Bob Lee. Chairman Breggeman reported that the DeForest Senior Center meets next Tuesday. Supervisor Ingalls reported that Waunakee EMS meets on Thursday. Supervisor Endres reported that Waunakee Fire met last week. They had a focus group discuss staffing. They will have several members retire in the next 5 years and they are investigation how they will staff shifts during the day.

Town Clerk's Report

- Budget Update – A working budget meeting was held on October 29th. We are waiting for a final number from DeForest Fire. We will find out if we are getting Town Road Improvement Funding on November 12th. We should be able to leave the town mill rate the same.
- Laptop – Supervisor Ruegsegger put together specs for a new board room laptop. It was ordered on October 21 and should arrive on November 3rd.
- Manure Digester Transfer of Ownership – Covered earlier in meeting when John Haeckel appeared before the board.

Motion by Rupp, 2nd by Endres to pay current town bills in the amount of \$18,805.09 (Utility 1 = \$263.40, Utility 2 = \$50.77, Payroll = \$4,273.00 and Town General = \$14,217.92. All yes.

Meeting was adjourned at 8:04 P.M.

Prepared by: Shawn Haney, Clerk

Note: These draft minutes were approved at the November 16, 2015 Town Board Meeting.

Town of Vienna

Annual Budget Meeting Minutes

Monday, November 16, 2015

The meeting was called to order at 7:00 P.M. by Chairman Lonnie Breggeman. Supervisors Gary Endres, Karen Ingalls, Steve Ruegsegger, Ron

Rupp, Treasurer Nicole Roessler and Clerk Shawn Haney were present. Also present: Harold Rupp and Patrolman Scott Benson.

After the Pledge of Allegiance there was a motion by Endres, 2nd by Rupp to approve the minutes of the November 18, 2014 Annual Budget meeting. 3-0 yes with Supervisors Ingalls and Ruegsegger abstaining.

Officials Present – All Town Board members, the Clerk and Treasurer were present, along with former Plan Commission Chair Harold Rupp and Patrolman Scott Benson.

Budget Presentation: Clerk Haney went through the worksheets on how numbers were arrived at for the Road Outlay and Maintenance lines, Office Expenses, Building Expenses and the Revenue and Expenditure spreadsheets. The mill rate will stay the same at 2.870 per \$1,000 of assessed value for the town tax. Money was included in the budget for the transition of the clerk's position, an increase for patrolman II taking on the role of public works supervisor, and adjustments to the lines for building inspection and tourism.

Road Outlay and Maintenance: The Road Outlay section includes: Reconstruction, Road Sign Replacement, Major Road Patches and Culvert Repair. The Road Maintenance section includes: Road Salt, Road Patch, Crack Filling, Sealcoating, Shoulder Repair, Ditch Cleaning and Grading and Misc Expenses. Road Outlay is proposed at \$124,500 and Road Maintenance is proposed at \$196,254 for a total of \$320,754. Motion by Endres, 2nd by Rupp to approve the road outlay and road maintenance budgets. All yes.

Budget and Tax Levy: Motion by Rupp, 2nd by Ruegsegger to approve the 2016 Town Budget and 2015 Tax Levy, payable in 2016 at \$696,009.82. All yes.

Old Business: None

New Business: None.

With no further business the meeting was adjourned at 7:22P.M.

Prepared by: Shawn Haney, Clerk

** These draft minutes are subject to approval at the Annual Budget Meeting to be held in November of 2016, exact date to be determined later.
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Town of Vienna Board Meeting Minutes

Monday, November 16, 2015

This regular meeting followed the Annual Budget meeting. The meeting was called to order at 7:22 P.M. by Chairman Lonnie Breggeman. Supervisors Gary Endres, Karen Ingalls, Steve Ruegsegger, Ron Rupp, Treasurer Nicole Roessler and Clerk Shawn Haney were present. Also present: Patrolman Scott Benson.

Motion by Ruegsegger, 2nd by Endres to approve the minutes of the November 2, 2015 regular board meeting. All yes.

Public Comment – None.

Tax Levy – Motion by Endres, 2nd by Ruegsegger to approve the 2015 tax levy of \$696,009.82 and the 2016 road outlay and maintenance amount of \$320,754. All yes.

Ordinance 11-16-15 – This ordinance is similar to the one passed last year requiring No fee permits for Ag Commercial Motor Vehicles. It is also known as option E which was in effect for 2015. There is a requirement that towns confirm each year which option they want to have as it relates to permitting. Motion by Ruegsegger, 2nd by Rupp to approve Ordinance 11-16-15. All yes. Clerk note: A summary will be published and the ordinance will be posted at the town hall.

Farmland Preservation Ordinance – The Village of DeForest received approval from DATCP for the Farmland Preservation Ordinance text and map changes. The Plan Commission had previously reviewed and approved. Town Board action is needed prior to the ETZ meeting that will be held on November 30th. Motion by Rupp, 2nd by Endres to approve the DeForest Farmland Preservation Ordinance. All yes.

Operator's License(s) – Motion by Endres, 2nd by Ingalls to approve an Operator's License for Sumanpreet Ghuman at Pink Elephant Gas. All yes. Motion by Endres, 2nd by Rupp to approve an Operator's License for Ketankumar Patel for Pink Elephant Gas. All yes.

Town Supervisor Reports: Supervisor Rupp reported that DeForest Fire met on November 11th. Call information was provided for the number and type of calls in each municipality. That information will be available at our town hall. They have 8 teams ready for on-site and 1 team for off-site for the "paid on premises" program. They received 10

new applications for members. Supervisor Ruegsegger reported that Dane Fire meets on November 30th. Chairman Breggeman reported that he was not able to attend the last DeForest Senior Center meeting. It was noted that the old clinic was being torn down today. Supervisor Ingalls reported that Waunakee EMS is working on fixing a problem with sump pump plumbing in their building. Supervisor Endres reported that Waunakee Fire meets on November 30th.

Town Clerk's Report

- ATC Project Update – ATC is working on the Badger Coulee line. The first phase will be from the North Madison substation to Middleton. The second phase will be from North Madison north to Columbia County. They will be using the Patton Road site as a staging area and will be storing the large poles there prior to their installation. They are currently expanding the storage area on the north side of the site.

- Drainage District – Scott Anderson will have a report ready for the December 7th Town Board meeting.

Motion by Rupp, 2nd by Ruegsegger to pay current town bills in the amount of \$55,589.82 (Utility 1 = \$403.00, Utility 2 = \$91.57, Payroll = \$4,199.90 and Town General = \$50,895.35. All yes.

Motion by Endres, 2nd by Rupp to go in to closed session at 7:43 P.M pursuant to sec 19.85 (1)(c) of the Wisconsin Statutes for the purpose of considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility. (Discussion of hiring for Clerk position). Roll call vote: Endres-yes, Ingalls-yes, Breggeman-yes, Ruegsegger-yes, Rupp-yes.

Motion by Rupp, 2nd by Ruegsegger to return to open session at 7:56 P.M. Roll call vote: Endres-yes, Ingalls-yes, Breggeman-yes, Ruegsegger-yes, Rupp-yes.

Action from closed session – Motion by Ruegsegger, 2nd by Ingalls to have Clerk Haney make an employment offer to candidate #1. All yes.

Meeting was adjourned at 7:57 P.M.

Prepared by: Shawn Haney, Clerk

Note: These draft minutes are subject to approval at the December 7, 2015 Town Board Meeting.

Vienna Town Board Meeting Agenda Monday, December 7, 2015

The Vienna Town Board will meet on Monday, December 7, 2015 at 7:00 P.M. in the Town Hall, located at 7161 County Highway I, DeForest, WI. The agenda for that meeting includes the following:

Call the regular Town Board meeting to order, recite the Pledge of Allegiance, approve or amend the minutes of the November 16, 2015 regular board meeting.

Public comment.

Meet with Engineer Scott Anderson to discuss Cuba Valley Road drainage.

Discussion and action on a request from the Dane County Drainage Board to pay \$15,000 towards a tile line project in Drainage District 29.

Report by Deputy Bennett-Dane County Sheriff's Office.

Discussion and action regarding bond/letter of credit for Clean Fuel Partners LLC.

Introduce Chris Astrella as the replacement for Clerk Haney. Discussion and action regarding employment terms.

Operator's License(s).

Town Supervisor Reports

Town Clerk's Report

Outstanding DaneCom Invoice

Dane County TRIP grant

Review and authorize payments of current town and utility bills, wages and expenses.

Adjourn