



Town of Vienna Web Site Address: [www.vienna-wis.com](http://www.vienna-wis.com)

November, 2014  
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## November Election Information

The United States Supreme Court ruled that Voter ID will **NOT** be in effect for the November General Election. The polls will be open on Tuesday, November 4, 2014 from 7:00 A.M. to 8:00 P.M. Sample ballots are available on the Town Website and are posted in the vestibule at the Town Hall. Please exercise your right to vote! Election results will be available on the town website by Monday, November 9th and will be published in the December newsletter.

## Annual Budget Meeting

The Annual Town Budget Meeting of the Electors will be held on Tuesday, November 18, 2014 at 7 PM at the Town Hall. A summary of the major budget categories will be published in the DeForest and Waukegan newspapers on October 30, 2014. It will also be posted at the Town Hall.

## Utility District Meetings

The Utility District 2 Annual Meeting will be held on Monday, November 17, 2014 at 6:30 P.M. prior to the regular board meeting. Utility District 2 is comprised of the Windsor Prairie, Hickory Meadows, Nature Valley and Lantern Hollow Subdivisions. Utility District # 1 will meet on Monday, December 1, 2014 at 6:30 P.M. prior to the regular board meeting. Utility District # 1 is comprised of the business district at County Highway V and Interstate 39/90/94.

## Daylight Savings Time

A reminder to turn your clocks **back** one hour on Sunday November 2nd. It is also a good time to replace smoke detector batteries, check carbon monoxide detectors and change ceiling fan direction. Most ceiling fans should rotate clockwise in the winter and counter clockwise in the summer.

## Trash/Recycling

A calendar showing the 2015 trash/recycling collection dates has been posted on the town website under the Trash/Recycling/Brush Site tab. Copies will be available at the Town Hall in December at tax time. A reminder that if you have large items that will not fit in your trash container, call Advanced Disposal at 608-251-7878 to make arrangements for collection.

## Town Positions Up For Election

On April 7, 2015 the following town positions will be up for election: Town Chairman, Supervisor I, Supervisor II, Clerk and Treasurer. Current incumbents Lonnie Breggeman, Jeff Freppon, Shawn Haney and Nicole Roessler have indicated that they will be running for re-election. Supervisor Dave Ripp will **NOT** be running for re-election. The first day to circulate nomination papers is December 1, 2014. Completed papers must be turned in to the Town Clerk's office by 5:00 P.M. on Tuesday, January 6, 2015. Packets will be available for pickup in the Town Clerk's Office the last week of November. If a primary election is necessary it will be held on Tuesday, February 17, 2015.

## Mailbox Ordinance Change

The Town of Vienna mailbox ordinance was recently changed. It now specifies that residents should contact their respective Post Office for guidance in mailbox placement. Some residents in the town received notification that their mailboxes were too low for new postal delivery vehicles. This ordinance change removes the conflict between our ordinance and what the post office is requiring. The new ordinance will be published in the DeForest and Waunakee papers on October 30, and is available on the Town website under the ordinance tab.

## Town of Vienna Board Meeting Minutes Monday, October 6, 2014

The meeting was called to order at 7:00 P.M. by Chairman Lonnie Breggeman. Supervisors Gary Endres, Jeff Freppon, Dave Ripp, Ron Rupp and Clerk Shawn Haney were present. Also present: Don Schmidt and Deputy Rich Bennett (7:26 P.M.)

After the Pledge of Allegiance there was a motion by Rupp, 2<sup>nd</sup> by Ripp to approve the minutes of the September 15, 2014 regular board meeting. All yes.

**Public comment:** None.

**Abandoned Homes** – The clerk had received an inquiry about one of the abandoned homes in the town and whether we could order it taken down. There are statutes that spell out the procedure for ordering a home razed. There was discussion about contacting the owners to see if they would voluntarily remove the homes. There would a tax advantage to them if they removed the homes before the 1<sup>st</sup> of January. The clerk will contact the owners of the properties.

**Mailbox Ordinance 10-20-14** – Our current mailbox ordinance specifies a height at which mailboxes should be installed. Several residents in the Waunakee postal service area have been contacted and advised they need to raise their mailboxes as the Waunakee Post Office will be getting a new delivery vehicle that is higher. The clerk spoke with both the Waunakee and DeForest Postmasters and there are differences of opinion as to the height. Our ordinance will be updated to remove language about height and it will direct the resident to contact their respective post office for mailbox installation instructions. The revised ordinance will be placed on the agenda for the next meeting.

**Employee Health Insurance** – In past years the town portion of the employee health insurance payment was the same for all 5 HMOs available. For 2015 there are differences based on the HMO chosen. The clerk asked for guidance when preparing the budget as to how much the town should pay. The direction given was that the town will pay the lowest amount of those listed.

**Operator's Licenses** – Motion by Endres, 2<sup>nd</sup> by Freppon to approve an Operator's License for Quintin Buss at All Stop, Inc. All yes. Motion by Rupp, 2<sup>nd</sup> by Ripp to approve an Operator's License for Kathryn Bair at Shell One Stop. All yes.

**Town Supervisor Reports:** Supervisor Rupp reported that DeForest Fire had a meeting on October 1<sup>st</sup>. They are 65 calls ahead of last year. This is Fire Prevention Week and there is a chili cook off on October 11<sup>th</sup>. There was discussion about Car 1 as they have had ongoing ignition problems and GM has offered to buy the vehicle back. They would need to pay \$7500 to trade up 3 years. The chief gave a presentation on the Sanimax Fire. They also had a preliminary discussion about the purchase of ladder truck. Supervisor Ripp reported that Baker Tilly gave a quote of \$1200-1800 to review the books and another \$2900-3500 to set things up for the future. Bob Lee will be bringing the bank statements from 2010 forward to the next meeting. They have a meeting this Wednesday to get the 2015 budget finalized. Chairman Breggeman reported that the DeForest Senior Center meets next Tuesday. Supervisor Freppon reported that Waunakee EMS meets this Thursday. Supervisor Endres reported that Waunakee Fire met on September 29<sup>th</sup> but he was unable to attend.

**Deputy Bennett's Report** – Deputy Bennett arrived at 7:26 P.M. He provided a listing of calls in the town from August 1<sup>st</sup> to October 1<sup>st</sup>. He also left a handout on Halloween safety. There is an ongoing investigation about a group home/drug rehab facility that is operating in the town in violation of zoning ordinances. The owner of the property has been interviewed as well as the operator of the facility. The investigation will continue.

### Town Clerk's Report

- DaneCom Update – They have determined that some of the ongoing radio problems have been caused by a state frequency operating on the Blue Mounds tower. That problem is being resolved. The County Executive has included \$4 million in the 2015 budget for construction of additional radio towers. They have discontinued the weekly roll call testing for now.

- Town Hall Grounds – The landscaping items have been mostly completed. The roof hatch insulation has been completed. Travis Malueg from General Engineering has taken a job with another company.

- Road Projects Update – Cuba Valley Road has been completed and the final pay application is being processed for this meeting. Hahn Road blacktopping was done on September 25<sup>th</sup>. Our employees are working on the shouldering and it should be finished soon.

- Clear Horizons Update – We are working on getting a meeting set up. Clear Horizons is having a consultant review our previous agreement and they want that report back before they meet with us.

- DeForest Farmland Preservation Update – The DeForest Village Board approved updating the ordinance at their expense at their September 16<sup>th</sup> meeting. Parcels have been reviewed for compliance with A-1ex standards. A list of parcels that will likely need to be rezoned has been provided to Village Planner Mark Roffers and Village Zoning Administrator Rachel Holloway.

- Lift Stations Update – We have been having issues with lift station 2 since September 2<sup>nd</sup>. It started siphoning during low usage times. When it siphons down it puts it into a manual float mode which calls out an alarm and requires a manual reset. We repositioned an air relief valve which created an airlock. The air relief valve was moved back to its original position. We had to have the fire department flush the force main to remove the air. L.W. Allen was here today to rewire the floats so it will not go into the float mode when it siphons. A vacuum relief valve has been ordered for the other manhole. We are working with Hydrite Chemical to get something to help eat up the solids that are accumulating in the wet well. We got a quote from Strander Sanitary for cleaning of lift station one.

- Budget Meetings – In past years we have done a working budget meeting to discuss the budget prior to the notice being published in the newspaper. It was determined that we will have the working budget meeting on Thursday, October 23 and the Annual Budget meeting on Tuesday, November 18<sup>th</sup>.

Motion by Rupp, 2<sup>nd</sup> by Endres to pay current town bills in the amount of \$62,031.05 (Utility 1 = \$648.86, Utility 2 = \$46.76, Payroll(2) = \$8,669.68 and Town General = \$52665.75) All yes.

Meeting was adjourned at 8:04 P.M.

Prepared by: Shawn Haney, Clerk

Notes: These minutes were approved at the October 20, 2014 Town Board Meeting.

## **Town of Vienna Board Meeting Minutes Monday, October 20, 2014**

The meeting was called to order at 7:00 P.M. by Chairman Lonnie Breggeman. Supervisors Gary Endres, Jeff Freppon, Dave Ripp, Ron Rupp and Clerk Shawn Haney were present. Also present: Don Schmidt, Tony Larson and Treasurer Nikki Roessler.

After the Pledge of Allegiance there was a motion by Endres, 2<sup>nd</sup> by Rupp to approve the minutes of the October 6, 2014 regular board meeting. All yes.

**Public comment:** None.

**DMB Community Bank** – Tony Larson was present and handed out a credit analysis prepared by Key State Financial. The town has a rating of neutral. It went from stable to neutral because we showed the expense for the new building all in one year. That made it look like our expenses exceeded our revenues. That should correct itself this year. Our debt to property valuation ratio is less than 1%. The cap is 5% so we are well under the limit. Mr. Larson stated that we are the strongest municipality of all that they work with. He provided a copy of the DMB financial report for 2013. It was their 2<sup>nd</sup> highest year of profitability with earnings of 2.4 million dollars. He stated that they have an extremely low percentage of bad loans. Mr. Larson thanked the board for their business.

**Agent Change for Vienna Kwik Stop** – Jax Enterprises IV has completed a change of agent form. George Dorn is no longer the agent. The new agent is Michele Hernandez. Motion by Endres, 2<sup>nd</sup> by Freppon to approve Michele Hernandez as the new agent for Vienna Kwik Stop. All yes. Clerk Note: It will not be issued until Ms. Hernandez completes the alcohol server course.

**Mailbox Ordinance 10-20-14** – The ordinance was updated to remove language about mailbox height. It now directs the resident to contact their respective post office for mailbox installation instructions. Motion by Rupp, 2<sup>nd</sup> by Freppon to approve Mailbox Ordinance 10-20-14. All yes.

**Operator's Licenses** – None.

**Town Supervisor Reports:** Supervisor Rupp reported that DeForest Fire meets on November 5<sup>th</sup>. Supervisor Ripp reported that Dane Fire meets tomorrow. Chairman Breggeman reported that the DeForest Senior Center is interested in purchasing the former UW Health Clinic property next to the center. A resolution was prepared asking the 3 municipalities to put \$150,000 towards the purchase price with the remainder coming from private donations. The resolution will be on the agenda for the next town board meeting. Supervisor Freppon reported that a committee for Waunakee EMS future planning has recommended that Waunakee EMS become a paid service. They will be bringing information to their next meeting as to how it would work and what it would cost. It would not take effect until the 2016 budget year. They will be purchasing 2 new ambulances. They have the money to pay for them. Supervisor Endres reported that Waunakee Fire meets next week

### **Town Clerk's Report**

- Clear Horizons PILOT Agreement – A meeting was held with

Norm Doll and Leo Maney on October 15<sup>th</sup>. They claim they like the agreement but cannot sign it yet. They say they are working on getting another investor to purchase the digester equipment for 30 cents on the dollar. Clear Horizons would continue to run it. The board discussed the amount due for the repairs to Cuba Valley Road. It was decided by the board that if they sign the PILOT agreement by November 3<sup>rd</sup> the amount due for the road will be \$27,541.04. If they do not sign the agreement the amount due will be \$54,894.00.

- Lift Station Update – The float wiring was changed so the low float only triggers if the pumps are operating. It continues to siphon on its own. The new vacuum release valve has arrived. It has been installed in the line but the valve has not been opened. We are waiting until we have the time to dedicate a few days to it in the event it creates another air lock.

- Abandoned Homes – The owners of the home on Easy Street were contacted. They said they have had inquiries from people that are interested in fixing it instead of tearing it down. They asked if we could give them until the end of June 2015. If it is not sold by then they would tear it down. The owners of the Cuba Valley Road property were also contacted. They said there is asbestos present that is expensive to remove. They were provided with the name of the company that removed the asbestos from the old town shop. They will see if they can get it down before the first of the year.

- Plan Commission Update – A resident had expressed a desire to split a lot on Hilltop. After consulting with the Village (ETZ area) the resident decided he will try to sell the lot without splitting it. WISDOT needs to relocate their salt shed on State Highway 19. They looked at alternative sites as far north as County V and as far south as Highway 51 and County CV. The Plan Commission felt that locating it on the north side of County V at County I was not a good use of prime commercial land.

- Act 377 – A survey of other towns in Dane County was conducted. Some have taken action and others are waiting for a draft ordinance from the Dane County Towns Association. We will wait until the draft ordinance is complete before taking action.

- Budget Update – There was discussion about the mill rate and local tax levy. We will try to leave the mill rate the same for the town portion. It will be difficult with the loss of tax revenue from the manure digester. The working budget meeting will be held on Thursday, October 23, 2014.

- Hamre Memorial – Former Town Chair Carlton Hamre passed away last week. A memorial is being given to the DeForest Senior Center in his memory.

Motion by Endres, 2<sup>nd</sup> by Ripp to pay current town bills in the amount of \$172,103.87 (Utility 1 = \$9,019.52, Utility 2 = \$9,238.73, Payroll = \$6,706.43 and Town General = \$147,138.69) All yes.

Meeting was adjourned at 7:52 P.M.

Prepared by: Shawn Haney, Clerk

Notes: These draft minutes are subject to approval at the November 3, 2014 Town Board Meeting.

## **Vienna Town Board Meeting Agenda Monday, November 3, 2014**

The Vienna Town Board will meet on Monday, November 3, 2014 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 October 20, 2014 regular board meeting.

Public comment.

Discussion and Action on Resolution 11-03-14 Recommending Purchase of Property by The DeForest Half Century Club, Inc.

Operator's License(s)

Town Supervisor Reports

Town Clerk's Report

Clear Horizons PILOT Agreement

Budget Update

Utility District Meeting Dates

Outsourcing Payroll Information

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

Adjourn