



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

January, 2014
Volume 2013-14, No. 9

Tax Collection Information/Hours/Tips

Town Treasurer Nicole Roessler will be in the office for in-person tax collection on the following dates/times in late January:

Wednesday, January 29, 2014 10AM-3PM, Thursday, January 30, 2014 10AM-3PM and Friday, January 31, 2014 10AM-3PM

A drop box is available inside the Town Hall vestibule. It is accessible after office hours. 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.

Tax overpayments will be not be refunded immediately. They will be processed after all checks have cleared their respective bank(s). December overpayments will be processed at the January 20, 2014 board meeting and January overpayments will be processed on February 17, 2014 board meeting.

Mailing Tax Payments

In an effort to accommodate all taxpayers who make their first installment by January 31, 2014, 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.

Christmas Tree Collection

Advanced Disposal, Inc will be collecting Christmas Trees on Friday, January 10, 2014 and Friday, January 24, 2014. If you would like your tree picked up, you must call **Advanced Disposal at 608-251-7878 and let them know which day you will leave it out.**

Loans Retired

This was the final year for Hickory Meadows sewer assessments and the Waunakee Fire Building Loan. Residents living in Hickory Meadows will not have that special assessment on next year's tax bills. Residents living in the Waunakee Fire District will not have the "Utility District 4 WF" special assessment on next year's tax bills.

Electronics Recycling

At the January 6, 2014 Town Board meeting we will be discussing a possible electronics recycling day. If it occurs it will likely be on a Saturday morning in April or May. Watch for details in future newsletters.

Town of Vienna Annual Budget Meeting Minutes Tuesday, November 26, 2013

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

After the Pledge of Allegiance there was an introduction of Elected Officials and Committee Members.

Minutes: Motion by Endres, 2nd by Freppon to approve the minutes of the November 20, 2012 Annual Budget meeting. All yes.

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. Residents will see an increase of .128 cents per \$1,000 of assessed value for the town tax. This is due to the new Town Hall project. We were originally predicting an increase of .155 but we had an increase in assessed value, so the increase was less than predicted. Residents will see a decrease in Fire and EMS levies. DeForest and Waunakee School District residents will see a decrease, while Lodi and Poynette School District residents will see an increase.

Town Board Meeting Fees: Fees for elected officials can only be increased at the start of a new term. During the working budget meeting in early November board members expressed a desire to keep the meeting fees the same. Motion by Endres, 2nd by Freppon to keep the meeting fees the same for board members whose terms are expiring in 2014. All yes.

Road Outlay and Maintenance: The Road Outlay section includes: Overlay, 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 \$142,500 and Road Maintenance is proposed at \$134,100 for a total of \$276,600.00 Motion by Rupp, 2nd by Endres to approve the Road Outlay Budget. All yes. Motion by Freppon, 2nd by Rupp to approve the Road Maintenance Budget. All yes.

Budget and Tax Levy: Motion by Endres, 2nd by Rupp to approve the 2014 Town Budget and 2013 Tax Levy, payable in 2014. All yes.

Old Business: None

New Business: Discussion about Dane County discontinuing funding for vehicle liability insurance for Emergency Medical Service Districts. The Town of Vienna does not accept the county's action. The Dane County Town's Association recommends the following: Because the adopted Dane County Budget for 2014 discontinued County funding automobile liability insurance for Emergency Medical Service District, the 2013 levy limit of the Town of Vienna shall be increased by the amount of cost shifted from the County to the Town. That amount is calculated as: \$1,002.25. The Clerk is directed to insert that amount in Form SI-202M 2013 levy limit worksheet at page 3, line K. Motion by Freppon, 2nd by Rupp to approve this motion. All yes.

With no further business the meeting was adjourned at 7:45 P.M.

** These draft minutes are subject to approval at the Annual Budget Meeting to be held in November of 2014, exact date to be determined later. **

Town of Vienna Special Board Meeting Minutes Tuesday, November 26, 2013

A special meeting of the Vienna Town Board was called to order at 7:49 P.M. by Chairman Lonnie Breggeman. Supervisors Gary Endres, Jeff Freppon, Ron Rupp, Treasurer Nicole Roessler and Clerk Shawn Haney were present.

Approve Levy - Motion by Endres, 2nd by Rupp to approve the 2013 Tax Levy (collectible in 2014) in the amount of \$688,282.65. 4-0 yes.

Approve Road Outlay and Improvement – Motion by Rupp, 2nd by Endres to approve the Road Outlay Budget in the amount of \$142,500. 4-0 yes. Motion by Freppon, 2nd by Rupp to approve the Road Maintenance Budget in the amount of \$134,100.00 4-0 yes.

The meeting was adjourned at 7:50 P.M.

** These draft minutes were approved at the December 2, 2013 Town Board Meeting **

Town of Vienna Board Meeting Minutes Monday, December 2, 2013

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

After the Pledge of Allegiance there was a motion by Endres, 2nd by Rupp to approve the minutes of the November 18, 2013 regular board meeting. 4-0 yes.

Public comment: None

Appointment of Election Workers – Wisconsin Statutes require that the board appoint election workers every two years in December. The board was given a list of 23 election workers for the 2014-2015 cycle. The list is available in the Town Office. Motion by Rupp, 2nd by Endres to appoint the election workers. 4-0 yes.

Operator's License(s) – Motion by Endres, 2nd by Rupp to approve an Operator's License for Gail Baerwolf at Comfort Inn. 4-0 yes.

Town Supervisor Reports: Supervisor Rupp reported the DeForest Fire Department meets on Wednesday. Supervisor Ripp reported that Dane Fire is open to providing response times to areas within their current fire district boundaries. Chairman Breggeman – No report. Supervisor Endres reported that Waunakee Fire is also open to providing response times at some point in the future. They are working on an equipment replacement schedule.

Town Clerk's Report

- Town Hall Project – The flag pole was installed last Wednesday. They still need to install the light for it. The poles for the parking lot lights were ordered incorrectly by the electrical contractor.

The correct poles have been ordered now. We are still waiting for an answer from the engineer about the in floor heat issue in the shop. The board room chair rail will be moved on Wednesday. We are compiling a final punch list.

- Snowblower Update – We checked with Prairie Power Center regarding their scratch and dent sale. An Ariens model was similar but only had a 2 year warranty, and the housing was made of a different material. It was \$50 less, but we felt the Cub Cadet at Johnson Sales was a better deal due to the warranty and housing.
- Boundary Agreement Public Hearing – We are working with DeForest on the notice for the public hearing/joint meeting. It will be in January of 2014 prior to one of the DeForest Village Board Meetings.
- Town of Windsor Resolution – The board was given a copy of a resolution from the Town of Windsor commending us on the new Town Hall/Shop.
- Boy Scout letter – The board was provided with a copy of a letter from Boy Scout Troop 35 asking for contributions for a trailer. The Wisconsin Towns Association discourages contributions like this, so we will not be able to contribute.
- Room Tax bill – Supervisor Hesselbein explained at her listening session that a bill had been introduced that would create a non-elected regional group to determine how room tax funds should be spent.
- Digester spill – We were not notified of the spill by Clear Horizons. Board members discussed what they had heard/read about the spill.

Motion by Endres, 2nd by Rupp to pay current town bills in the amount of \$20,639.62 (Utility 1 = \$229.61, Utility 2 = \$21.48, Payroll = \$4,190.15, Building = \$968.50 and Town General = \$15,229.88) 4-0 yes.

Meeting was adjourned at 7:29 P.M.

Prepared by: Shawn Haney, Clerk

Notes: These minutes were approved at the December 16, 2013 Town Board Meeting.

Town of Vienna Board Meeting Minutes Monday, December 16, 2013

The meeting was called to order at 7:08 P.M. by Chairman Lonnie Breggeman. Supervisors Gary Endres, Jeff Freppon, Dave Ripp, Ron Rupp and Clerk Shawn Haney were present. Also present: Jim Koltes, Travis Malueg and Clint Weninger.

After the Pledge of Allegiance there was a motion by Rupp, 2nd by Endres to approve the minutes of the December 2, 2013 regular board meeting. All yes.

Public comment: None

Town Hall Project – Travis went over the pay applications. There was a request from Cardinal Construction, Interstate Electric and Block Iron & Supply. There was discussion about the punch list which was sent to Cardinal Construction today. The modification to the shop in-floor heat system will be done on Wednesday, 12/18/2013. Travis received a change order regarding the well. He will be researching it prior to the 2nd January meeting. Motion by Endres, 2nd by Freppon to approve the pay applications. All yes.

Zoning Changes – The board reviewed zoning changes proposed by Dane County in the southeast corner of the town. There are 45 parcels owned by 39 different owners that need to be changed from A-1ex as part of the county's farmland preservation plan update.

All affected property owners were sent a notice and invited to a public hearing with the Plan Commission. 3 residents attended the public hearing. At the conclusion of the hearing the Plan Commission recommended approval. Motion by Endres, 2nd by Rupp to accept the Plan Commission's recommendation for approval. All yes.

Budget Transfer Resolution – Resolution 12-16-13 was reviewed. It makes adjustments to the 2013 budget to account for revenues that were received and funds that were spent that were not originally included in the 2013 budget. Motion by Ripp, 2nd by Endres to approve Resolution 12-16-13. All yes. Clerk note: A copy of the resolution will be posted at the Town Hall and on the website under the budget tab.

Operator's License(s) – None

Town Supervisor Reports: Supervisor Rupp reported that DeForest Fire met on Dec 4th. They are still studying new station options. Supervisor Ripp reported that Dane Fire meets on December 30th. Chairman Breggeman – Nothing to report from the Senior Center. Supervisor Freppon – Waunakee EMS is asking that each community review the new Intergovernmental Agreement with Dane County. Changes were made due to the county no longer providing ambulance insurance. It will be on the Town Board agenda for January 6, 2014. Supervisor Endres reported that Waunakee Fire may cancel their December meeting.

Town Clerk's Report

- Clear Horizons – I met with Clear Horizons last week to discuss the spill and tax issues. They apologized for not including us in the notifications. The implications of the tax exempt status were discussed, along with a payment for services. There was also discussion about the repair of Cuba Valley Road. They will discuss the payment for services internally and we will meet again in late January.

- Plowing Complaints – 3 complaints were received about lawns being damaged from snow plowing in Nature Valley and Hickory Meadows. The plow routes have been changed as a result. This will also give us an opportunity to try the pre-wet salt system in the subdivisions to see if it helps melt the roads quicker.

Motion by Endres, 2nd by Rupp to pay current town bills in the amount of \$90,765.72 (Utility 1 = \$663.15, Utility 2 = \$1,818.90, Payroll = \$4,190.13, Building = \$64,302.71 and Town General = \$19,790.83) All yes.

Meeting was adjourned at 7:58 P.M.

Prepared by: Shawn Haney, Clerk

Notes: These draft minutes are subject to approval at the January 6, 2014 Town Board Meeting.

Vienna Town Board Meeting Agenda Monday, January 6, 2014

The Vienna Town Board will meet on Monday, January 6, 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 December 16, 2013 regular board meeting.

Public comment.

Update from Dane County Sheriff's Deputy Rich Bennett.

Discussion and possible action on approval of Waunakee EMS Operating Agreement.

Discussion and possible action on DOT survey about potential Interstate Interchanges

Operator's License(s)

Town Supervisor Reports

Town Clerk's Report

 Town Hall Update

 Electronics Recycling in Spring 2014

 Truck Repair Update

 Chamber Dinner

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

Adjourn