



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

October, 2016

## NOVEMBER 8TH GENERAL ELECTION

### VOTING BY ABSENTEE BALLOT

Any qualified elector who is unable or unwilling to appear at the polling place on Election Day may request to vote an absentee ballot. A qualified elector is any U.S. citizen, who will be 18 years of age or older on Election Day, who has resided in the ward or municipality where he or she wishes to vote for at least 10 consecutive days before the election. The elector must also be registered in order to receive an absentee ballot. Proof of identification must be provided before an absentee ballot may be issued.

#### **You must make a request for an absentee ballot in writing**

Contact your municipal clerk and request that an application for an absentee ballot be sent to you for the primary or election or both. You may also submit a written request in the form of a letter. Your written request must list your voting address within the municipality where you wish to vote, the address where the absentee ballot should be sent, if different, and your signature. You may make application for an absentee ballot by mail or in person.

#### **Making an application to receive an absentee ballot by mail**

The deadline for filing an application to receive an absentee ballot by mail is: **Thursday, November 3rd by 5 pm.** **Note:** Special absentee voting application provisions apply to electors who are indefinitely confined to home or a care facility, in the military, hospitalized, or serving as a sequestered juror. If this applies to you, contact the municipal clerk regarding deadlines for requesting and submitting an absentee ballot. in the clerk's office or other specified location during the days and hours specified for casting an absentee ballot in person.

Town Hall, 7161 County Rd. I, DeForest, WI 53532

### **Voting an absentee ballot in person**

You may request and vote an absentee ballot in the Clerks office.

### **IN-PERSON VOTING HOURS:**

**First day to vote absentee in the clerk's office is:**

**October 5, 2016 during the hours of:  
9:00 A.M. – 3:00 P.M. MON-THURS**

**The last day to vote absentee: 5 pm  
Friday, November 4, 2016**

No in-person absentee voting may occur on a weekend or legal holiday. The municipal clerk will deliver voted ballots returned on or before Election Day to the proper polling place or counting location before the polls close on Tuesday, November 8, 2016. Any ballots received after the polls close will not be counted.

### **Brush Site Information**

The brush site will be open for the final Saturdays, Oct. 1st, Oct. 15th and Oct. 29th from 8:00 A.M. to 4:00 P.M. Residents are encouraged to take advantage of these dates to dispose of brush and yard waste.. In November, we use this month to clean the site up prior to winter.

### **Road Clean Up**

During this time of year, tractors are going in and out of fields all day long. With so much rain, the fields are very wet and muddy. The tires track this mud onto the roads. Please make an effort to clean this up to keep the roads safe. Thank you.

## Town of Vienna Board Minutes September 6, 2016

The regular meeting was called to order at 7:00 p.m. by Chairman Breggeman. Supervisors Gary Endres, Karen Ingalls, Steve Ruegsegger and Ron Rupp were present. Also present were: Clerk Kathy Clark, Jeanne Whitish, Jim Koltes

Motion made by Rupp to approve the minutes of August 15, 2016 town board meeting. Seconded by Ruegsegger. Motion carried (5-0).

**Public Comment:** Ruegsegger asked about the authority of installing stoplights, around Culvers and Arbys restaurant. Breggeman answered the highway department. The concern is the amount of accidents. Jim Koltes mentioned due to the digging, woodchucks have increased on his land.

**LB Land Investments, Inc. Conditional Use Permit:** Jeanne Whitish was present to update the board on the project. Clerk informed the board that the Plan Commission recommended approval of the conditional use permit at the Monday, August 29<sup>th</sup> meeting with the following conditions. That a water sample from the well be tested before site opening and performed annually after that. That DNR approved storm water management and that Madison Sand and Gravel take responsibility for the road maintenance. These conditions have been met by the LB Landmark. Endres asked what type of business is this. Whitish informed the members that yard waste, grass cuttings, small brush, wood chips, fruits and vegetables combined with post processing of Springfield Digester. Ingalls asked where this is used. The product is sold to organic retailers and used for planting vegetables. Discussion followed. Motion made by Endres to approve the conditional use permit for LB Land Investments. Seconded by Ruegsegger. Motion carried (5-0).

**Rezone Request for Parcel 0909-364-0305-7:** Clerk informed the board that the Plan Commission recommended approval of the rezone request filed by Kyle Rauls for parcel 0909-364-0305-7 from residential to agriculture at the Monday, August 29<sup>th</sup> meeting. A permit needs to be filed with Dane County for a public hearing, which he has been informed of. Motion made by Endres to approve rezone request for parcel 0909-364-0305-7 from residential to agriculture. Seconded by Ruegsegger. Motion carried (5-0).

**Utility District 1 & 2 Capacity, Management, Operations & Maintenance Plan:** Clerk informed the board that the plans proposed were required and need to formally adopt by the board. The calling sequence will be updated and will continue to have Shawn Haney as a contact. This fulfills DNR compliance for the Town. Motion by Endres to adopt Utility District 1 & 2 Capacity, Management, Operations & Maintenance Plan. Seconded by Rupp. Motion carried (5-0).

**Committee Appointments:** Chair Breggeman appointed Ingalls to Emergency Management committee. Motion made by Endres and seconded by Rupp. Motion carried (5-0). Chair Breggeman appointed Gary Endres to Digester Advisory Committee.

**Operator's Licenses:** None

**Town Supervisor Reports:** Supervisor Ruegsegger stated the Dane-Vienna Fire meeting was Monday, August 29<sup>th</sup>. The agreement for this is still being reviewed, revised by the lawyers. Supervisor Rupp attended the Dane County Town Association meeting on August 17<sup>th</sup> in Bristol. Two topics were discussed was the Dane County Historical society and the DaneCom agreement. Dane County Highway Department goes live September 7<sup>th</sup> and radios may need programming. Endres stated this might not be necessary due to cost. Rupp stated the original concept was all municipalities could communicate with the highway but this is no longer available. Rupp will update board at next meeting. Rupp stated the next DeForest Fire/EMS meeting Monday, September 12<sup>th</sup>. Chairman Breggeman has the DeForest Senior Center meeting Tuesday, September 13<sup>th</sup>. Supervisor Ingalls will attend the Waunakee EMS meeting Thursday, September 8<sup>th</sup>. Supervisor Endres stated the Waunakee Fire meeting was last week and the budget is being reviewed.

**Town Clerks Report:** At the last meeting, Endres requested a new amortization schedule. The bank provided 2 plans, as handed out. The board picked plan one that would keep the payments the same and be paid off 2024. Yahara Materials hopes to begin road project Thursday, September 8<sup>th</sup>, weather permitting. The Annual Digester meeting is scheduled for September 19<sup>th</sup> at 6pm. The Plan Commission Chair resignation was discussed. If no board member is interested, the position will be put in the newsletter. Resident Judy Walker would like a status update. Discussion followed and signs have been added and board agreed the intersection is well marked. No further changes will be made at this time. Clerk requested approval for Stoeckler and Clark to attend Quick Books training on October 4<sup>th</sup> in Madison. Motion made by Rupp and seconded by Ruegsegger to send Stoeckler and Clark to Quick Book training on October 4<sup>th</sup>. Motion carried (5-0).

Motion by Ruegsegger, seconded by Rupp to pay current town bills in the amount of \$233,366.51 Payroll = \$32,861.75, Town Bills \$199,958.92, Utility 1 = \$496.37 and Utility 2 = \$49.47. Motion carried (5-0).

Motion to adjourn made by Rupp, seconded by Ruegsegger. Meeting adjourned at 7:50 p.m.

Prepared by: Kathleen Clark, Town Clerk

These draft minutes are subject to approval at the September 19, 2016 Town Board Meeting.

## Town of Vienna Board Minutes September 19, 2016

The regular meeting was called to order at 7pm Supervisor Gary Endres, Karen Ingalls, Steve Ruegsegger, Ron Rupp were present. Also present were: Clerk, Kathy Clark, Supervisor Patrolmen Scott Benson.

Motion made by Rupp to approve the minutes of September 19, 2016 town board meeting. Seconded by Endres. Motion carried (5-0).

**Public Comment:** None

**Wingra-Madigan Road Repair:** Clerk updated the board about the continued effort to have Wingra, Steve Shea, perform repairs on Madigan Road. This project was agreed upon in the spring. A proposal for the repairs discussed was received in June for a total of \$9,700. After several attempts by Chair Breggeman to contact Shea, the office sent a letter requesting Shea contact the office. No response was received. The town attorney, John Mitby, sent an email in August stressing the importance to contact the office and move this project forward. Last week, Shea contacted Payne & Dolan to repair Madigan Road. Shea sent the town an email and confirmed the Madigan road repairs would be done by Payne & Dolan and the invoice for the work would be sent to Shea. Endres asked if this was scheduled. Benson informed the board that he had met with Nate Tullys, Project Manager for Payne & Dolan, and confirmed the agreement to repair Madigan Road this year for Shea while working on the town's Meek road project. Weather has delayed work on both road projects. An update on the status will be provided at the next meeting.

**Discussion and possible action on Brush Site fencing and gate:** Clerk informed the board that a discussion for replacing the cable with a gate and the fencing was held for budget purposes. This past Friday a resident drove through the cable, pulling the post out of the ground. This is a common occurrence since the cable used to secure the brush site is not very strong or visible at dusk. The fence replacement would serve two purposes. It would completely secure the brush site as the current fence is open on the south side. Residents would drive through that opening but Benson has blocked this area with logs to close the gap. The other purpose would be for safety reasons. The fence sits close to the road so when residents pull up, the truck or trailer sits partially on the road. If the fence is moved back, vehicles could pull up to the brush site without being parked on the road. Rupp questioned where the right of way is located and if the existing fence is on the right of way. The board agreed the fence should be set back. Benson checked on costs for different types of fence and gate styles. Barb wire fencing is currently used. Breggeman suggested continuing the barb wire fence around the south side and replacing the gates. It was agreed to go with a couple of orange farm gates, new posts and confirm the right away before moving any fencing along the roadside.

**Operator's Licenses:** None

**Town Supervisor Reports:** Supervisor Ruegsegger stated the next meeting is Monday. Rupp attended the DeForest Fire/EMS meeting Monday, September 12<sup>th</sup>. There were 152 calls in the last month and the budget is looking good. The fire inspector is working on the second round of inspections. Intergovernmental agreement is getting close to getting done. The next step is to send a copy to the municipalities for review.

The department received a grant in the amount \$245,000 and most of that will be used for 29 sets of gear. Interview process for full time has 13 candidates and is in process. Chairman Breggeman attended the DeForest Senior Center meeting Tuesday, September 13<sup>th</sup>. The center has heating and air conditioning problems. The committee approved \$165,000 for repairs to this and the roof. They are working on their budget and it should be forwarded soon. Supervisor Ingalls attended the Waunakee EMS meeting Thursday, September 8<sup>th</sup>. Meeting was short and nothing new to report. Supervisor Endres attended the Waunakee Fire meeting was last week and the budget is being reviewed. Endres asked when the clerk needs the budget numbers. Clerk will be working on budget review this week and will inform the board of the status by the next meeting. Preston from DeForest requested budget information from the town last week. Endres stated there might be a time to draw up maps for service and response times to determine what department should respond to what area.

**Town Clerks Report:** Clerk informed the board that since the last meeting, building permits for construction of 2 new homes were issued and 3 new rezoning requests were discussed. Scott Anderson, town engineer, contacted the office to inform the town that planning for the new Kwik Trip has started. Also, the development of the GIS system is in the beginning stage. Snyder & Associates will provide training on the software used to gather data in the next few weeks. Scott Benson met with Payne & Dolan regarding the Meek Road project. The plan is to start milling later this week, weather permitting, and paving next week. Resident Rauls was unable to get a contractor to bore under the culvert as planned. Benson ordered a new one to replace the old one due to the change in plans to ensure proper drainage. The cost was more for this so the clerk will invoice Rauls the difference in costs. Large piles of mud left by tractors pulling out of the wet fields onto the road are causing some mud slides and slippery roads. Patrolmen have been checking roads and clearing the roads as needed. Clerk will put a note in newsletter. Village of DeForest is storing pipes at lift station #1 for the season until the walkway project begins again. The Annual Digger meeting has been rescheduled for October 3<sup>rd</sup> at 6pm. Clerk is meeting with Haney this Wednesday to discuss the budget process.

Motion by Ruegsegger, seconded by Rupp to pay current town bills in the amount of \$33,934.33, Payroll = \$4,502.98, Town Bills \$28,115.85, Utility 1 = \$584.00 and Utility 2 = \$731.50. Motion carried (5-0).

Motion to adjourn made by Rupp, seconded by Ruegsegger. Meeting adjourned at 7:30 p.m.

Prepared by: Kathleen Clark, Town Clerk  
These draft minutes are subject to approval at the October 3, 2016 Town Board Meeting.

## **Vienna Town Board Meeting Agenda Monday, October 3, 2016**

The Vienna Town Board will meet on Monday, October 3, 2016 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 Town Board meeting to order
- Recite the Pledge of Allegiance
- Approval of the September 19<sup>th</sup> Board meeting minutes
- Public comment
- Discussion and possible action on GLS Utility Contract
- Discussion and possible action on Upgrading Towns Website
- Operator's Licenses
- Town Supervisor Reports
- Town Clerk's Report
- Review and authorize payments of current town and utility bills, wages and expenses
- Adjourn