



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

December, 2019

## Utility Districts 1 & 2 2020 Budget Meetings

The 2020 Budget for Utility Districts 1 and 2 will be held on December 2, 2019 starting at 6:30 PM. Due to a 9.7% increase for services provided by Madison Metropolitan Sanitary District, our sewer rates will be increased for users. Utility District 1 will see an average increase of 10%. Utility District 2 will see a 5% increase. The rate for residents in Windsor Prairie will increase from \$185 to \$195 per year. The rate for residents in Hickory Meadows, Nature Valley and Lantern Hollow will see an increase from \$245 to 255 per year. The last increase for Utility District 2 residents took place in 2016.

## Tax Collection Information Office Hours and Tips

Property tax bills will be mailed as soon as they are available, but no later than Monday, December 16, 2019. Town Treasurer Nicole Roessler will be in the office every Tuesday morning in January for in-person tax collection. She will hold special hours for tax collection on the following dates and times.

**Monday, December 30th 4PM-6:30PM; Tuesday, December 31st 8:30AM-2:30PM**

**Friday, January 31st 8:30AM-2:30PM**

Please refer to the Treasures letter enclosed with your tax bills for further information. A drop box is available inside the Town Hall vestibule 24 hours a day. You can also stop in during regular office hours to make a payment. If you mail or drop off your payment and would like a receipt mailed back, please enclose a self-addressed stamped envelope. **ESCROW CHECKS** from mortgage companies must be signed by **EACH PERSON** whose name is on the front of the check. Also, when writing a personal check, make sure the number written in the box matches the amount written in words on the legal line of the check. Special Assessments or Special Charges are due with the first installment payment. Remember to include your contact information, either a phone number or email, if dropping off or mailing your payment for any follow up questions that may occur.

## Town Budget Passes

The 2020 Town Budget was approved by the electors and passed at the Annual Budget meeting on November 18, 2019. Although many assessment went up this year, the local mill rate went down to 2.573/1,000 of assessed value. Copies of the 2020 budget are available on the Town's Website under the government tab or at the office.

## Nomination Papers

Are you interested in having input on decisions made by the Town Board? There are two Town Board Supervisor offices up for reelection in April next year. If you are interested in running, please contact the office. The first day to circulate nomination papers is Saturday, December 1st. Papers can be picked up at the office or printed off the Town's website. The completed packet needs to be filed with the Clerk no later than 5PM, Thursday, January 2nd.

## Holiday Office Hours

During the week of December 23rd, the office will be open Monday, closed Tuesday and Wednesday, December 24th and December 25th, open Thursday, December 26th and closed Friday, December 27th. Happy Holidays!!

## 2020 US Census

Country roads don't build themselves! Lay the groundwork for better roads in your community by taking the census. Your response can impact funding for things like maintaining local roads, bridges, public transportation, and more each year. Census responses provide data that informs where over \$675 billion in federal funding is spent each year. That includes money for things like Medicare Part B; Special education; Supplemental Nutrition Assistance; Substance Abuse Prevention; Water and waste disposal systems for rural communities. So fill out the forms and help our towns funding!

## Town of Vienna Board Minutes November 4, 2019

The regular meeting was called to order on Monday, November 4, 2019 at 7:00 PM by Chair Jerry Marx. Supervisors Steve Ruegsegger, Ron Rupp, Karen Ingalls, Gary Endres and Clerk Kathy Clark. Tri-County Paving President Terry Wenger, Vice President Dustin Grade, Resident Mary Ripp and Daryl Wipperfurth were also in Present.

### **Pledge of Allegiance was recited**

**Public Comment:** None

**Approval of Minutes:** Motion by Ruegsegger, second by Rupp to approve the minutes of October 21, 2019 town board. Motion carried (5-0)

**Discussion and possible action on Tri-County Quarry and Agreement:** Tri-County Paving representatives informed the board that they have committed to the Maier's to start operations in their quarry located on Hauser, previously operated by Wingra Stone. Wenger would like to start hauling sand and gravel material out of the quarry before year end and was looking for direction on how to move forward. The Maier's are working on an amendment to the current lease agreement. This is a Non-Conforming quarry site and Dane County has been working on new language in regards to these pits. Wenger was instructed to get a reclamation plan to Dane County before working out of this location. Wenger explained that they plan to file an application with Dane County for a Conditional Use Permit to open a new location on the Maier's farm that has limestone. This is in the preliminary stage and will follow the review process with Dane County and the Town Plan Commission. Wipperfurth asked about the long term plan for Hauser Road quarry. They will start by extracting sand and take it to another location for processing. Wipperfurth expressed concern with the volume of trucks working out of the Hauser Road quarry and trucks not being covered to protect material from blowing out onto the road. Wenger stated if this becomes a problem, let him know and they will address it. Discussion regarding the older agreements took place. Clark will provide copies to Tri-County Paving and follow up with Dane County on future plans of operation.

**Discussion and possible action on GEC Contract for Engineering:** General Engineer Company (GEC) sent a letter with a new contract and fee schedule effective January, 2020. Clark provided a comparison schedule for the board to review the old fees to the new fees. The town charges a 10% surcharge fee. The new contract would expire in December, 2020. Motion by Endres, second by Ingalls to renew the contract with GEC. Motion carried (5-0)

**Discussion and possible action on Resolution 10-21-19 to adopt 2020 GEC Fees:** Motion by Ruegsegger, second by Rupp to adopt Resolution 10-12-19-1 2020 GEC Fee's. Motion carried (5-0)

**Discussion and possible action on MMSD Charges:** Madison Metropolitan Sewer District sent an invoice to the town for hook up charges on new construction that took place this past summer. This fee has been passed onto the new homeowner and the homeowner stopped and made payment. Clark sent a letter requesting a waiver for the penalty and interest in the amount of \$614 but has not heard back. If the invoice is paid prior to November 15<sup>th</sup>, no further interest will accrue. Motion by Ruegsegger, second by Ingalls to pay the MMSD invoice less the penalty and interest. Motion carried (5-0)

**Operator's License:** None

**Town Supervisor Reports:** Supervisor Ruegsegger meeting with Senior Center is scheduled for Tuesday, November 12th. Supervisor Rupp's meeting with Dane-Vienna Fire was held Monday, October 28th. He was not able to attend. Supervisor Ingalls meeting with Waunakee EMS is scheduled for Thursday, November 14th. Supervisor Endres meeting with Waunakee Fire Department was held Monday, October 28th.

**Town Clerk's Report:** Clark informed the board that the Annual Budget Hearing Meeting is scheduled for Monday, November 18<sup>th</sup> at 6:30PM. The regular board meeting will begin immediately following.

**Review and authorize payments of current town and utility bills, wages and expenses:** Motion by Ruegsegger, second by Rupp to approve the current town bills as stated and submitted in the amount of \$48,680.07; Payroll \$17,903.41; Town Bills \$6,542.59; Utility 1 \$14,792.05 and Utility 2 \$9,442.02. Motion carried (5-0)

**Adjourn:** Motion by Ruegsegger, second by Rupp to adjourn. Motion carried (5-0). Meeting adjourned at 8:08 PM.

**Prepared by:** Kathleen Clark, Town Clerk

**Note:** These draft minutes are subject to approval at the November 18, 2019 Town Board Meeting

## Town of Vienna Plan Commission Minutes Monday, November 11, 2019

The Town of Vienna Plan Commission meeting was called to order at 7:00 PM by Chair Brian Meinholz. Commissioners Cate Heath, Jim Koch, Supervisor Karen Ingalls and Clerk Kathy Clark were present. Also present was Surveyor Dan Paulson, Residents Nathan Campbell, Richard Jensen, Crystal Follendorf and Supervisor Ron Rupp. Commissioner Todd Mallon was excused.

### **Recite the Pledge of Allegiance**

**Public comment:** None

**Approve the minutes:** Motion by Koch, second by Ingalls to approve the minutes for the October 14, 2019 Plan Commission meeting. Motion carried (4-0).

**Discussion and possible recommendation on Rupp Application Rezone and CSM:** Paulson presented the application filed with the town. Purpose is to create two lots and adjust the lot lines. The original lot (Lot 1 on CSM) has two houses on it, farm buildings and silos. By creating a second lot (Lot 2 on CSM), this would allow for a new home to be built on Lot 2 and consolidate the farm on Lot 1. As part of this, one of the two homes on Lot 1 will be removed within 180 days of completion of the new home. The CSM will have Lot 1 with one home and all remaining buildings and Lot 2 will have the new home. Koch asked if the property needed to be deed restricted. Meinholz stated two houses exist and no further homes would be allowed. The property will remain in the family as both houses will be lived in by family members. Motion by Ingalls, second by Heath to recommend approval on Rupp application Rezone and CSM. Motion carried (4-0)

**Discussion and possible recommendation on Meinholz Application Rezone and CSM:** Meinholz recused himself and appointed Cate Heath to Chair. Paulson stated this would be considered a farm consolidation, separating the existing house from the rest of the farmland and remaining buildings. This application and request originated in 2015 but never got completed. There will be a joint driveway to both parcels but one branch will lead to the house and one will go off to the farm. A section at entrance of the driveway (40x40) that was dedicated to the public that the town will accept for the road right-of-way. The purpose for this is future estate planning but the intent is to keep all the property in the family. Motion by Koch, second by Ingalls to recommend approval on Meinholz application Rezone and CSM. Motion carried (3-0) Meinholz abstained.

**Discussion and possible recommendation on Amendment to Chapter 10, Dane County Zoning:** At the beginning of the year, Dane County adopted a newly revised Chapter 10 Zoning Ordinance. During this first year, several sections of the ordinance needed clarification. Dane County worked on these updates and proposed the first amendment to the ordinance. Motion by Heath, second by Ingalls to recommend approval on Amendment to Chapter 10, Dane County Zoning. Motion carried (4-0)

**Discussion on Transfer of Development Rights (TDR) and Purchase of Development Rights (PDR):** Jensen explained that they are in the process of estate planning. The farm has been in the family for 90 plus years and the sons

want to continue farming it but the daughters do not. To fairly provide for all members and keep the farm in-tact, Jensen thought a possible way to accomplish this would be to sell off some of their remaining splits to another land owner by TDR method. Meinholz concern was this would need to be incorporated in the Vienna comprehensive plan. Koch asked about the acres which total 500 but he has had splits in the past. Koch also mentioned that rights transferred would need to be kept in the same school district where the land is located. Paulson was familiar with other municipalities that have incorporated this into their comprehensive plan to preserve farmland. Clark was directed to contact the town attorney on this topic for more information.

**Adjourn:** Motion by Koch, second by Ingalls to adjourn. Motion carried (4-0) Meeting was adjourned at 7:49 PM

**Prepared by:** Kathleen Clark, Clerk

**Note:** These draft minutes are subject to approval at the next Plan Commission Meeting.

## Town of Vienna Board Minutes November 18, 2019

The regular meeting was called to order on Monday, November 19, 2018 at 6:56 PM by Chairman Marx. Supervisors Gary Endres, Karen Ingalls, Ron Rupp and Steve Ruegsegger were present. Also present was Surveyor Dan Paulson, Tri-County Representatives Terry Wenger and Dustin Gradel and Residents Scott Maier, Dennis Kelley, Daryl Wipperfurth, Mary Ripp, PW Supervisor Scott Benson, Treasurer Nikki Roessler and Clerk Kathy Clark.

**Pledge of Allegiance was recited**

**Public Comment:** None

**Approval of Minutes:** Motion by Ruegsegger, second by Rupp to approve the minutes of November 4, 2019 town board and budget meetings. Motion carried (5-0).

**Discussion and possible action on Rupp application for Rezone and CSM:** Rupp recused himself. Paulson informed the board that the purpose of this is to create a separate lot to build a house on, remove one of the existing houses on the property so that it will become two lots amongst the farm. Once the new house is complete, the family has 180 days to remove the old farm house. The Plan Commission to recommend approval at their meeting on November 11<sup>th</sup>. This will need to go the ETZ Committee on December 9<sup>th</sup> for further review and approval. Motion by Endres, second by Ingalls to approve Rupp's application for Rezone and CSM. Motion carried (4-0) Rupp abstained.

**Discussion and possible action on 4M-Meinholz Rezone and CSM:** Paulson explained this same property was reviewed a few years ago for the separating the house and farm buildings but that never got completed. The family still wants to accomplish this but had to start over to create a new CSM. There will be a shared driveway from the road with one branched off to the house and one branched off to the buildings. The Plan Commission to recommend approval at their meeting on November 11<sup>th</sup>. This will need to go the ETZ Committee on December 9<sup>th</sup> for further review and approval. Motion by Endres, second by Rupp to approve 4M-Meinholz application for Rezone and CSM. Motion carried (5-0)

**Discussion and possible action on Tri-County Paving Quarry and Agreement:** The agreement was originally written for Maier and Wingra Stone. Wingra stopped operations and upkeep this past year so Maier's worked with Tri-County Paving to take over the lease and update the agreement accordingly. Although the agreement does have language for blasting but there will not be blasting in this year. The primary material to be removed is sand and some gravel. A reclamation plan is on file with Dane County and will remain in place as part of this change. The hours of operation will actually be 6:30am to start equipment and 7:00am to 5:00pm for this year but the agreement allows the hours from 6:00am to 4:30pm. Marx read a list of concerns provided by Wipperfurth who resides on Hauser Road, next to the entrance of the quarry. The list contains dust control, covered loads, paved entrance, road debris cleaned up, no Jake brakes, new berms seeded, truck route

and hours of operation. Marx suggested the town allow a temporary start for Tri-County to operate and have the town attorney review it prior to signing off on it. Several discussions started to take place and Marx called the meeting back to order. The annual quarry advisory committee meeting will be held in the spring. Motion by Endres, second by Ingalls to approve Tri-County Maier agreement as written, with back fees paid up on the quarry. Motion carried (4-1)

**Discussion and possible action on Amendment to Chapter 10, Dane County Zoning:** In January, 2019 Dane County adopted a newly revised Chapter 10 Zoning Ordinance. During the first year, several sections needed more details or explanation. Dane County worked on these changes and proposed the first amendment to the ordinance. Motion by Ruegsegger, second by Rupp to approve Amendment to Chapter 10, Dane County Zoning. Motion carried (5-0)

**Discussion and possible action on Ordinance 11-18-19, Waunakee Fire Inspections:** Waunakee Fire Chief Brian Adler had a conversation with Mike Fehrenbach, the District 2 Fire Prevention Coordinator in regards to the required frequency of fire inspections. It was determined that by reducing the number of inspections from 2 per year to 1 per year it allows WFD to conduct a more complete inspection and opportunity to pre-fire plan these buildings. Adler asked the serviced towns to adopt an ordinance to approve this change in requirement. Motion by Endres, second by Rupp to adopt Ordinance 11-18-19, Waunakee Fire Inspection Frequency. Motion carried (5-0)

**Discussion and possible action to approve the 2020 Highway Expenditures:** Motion by Rupp, second by Ingalls to approve 2020 Highway Expenditures in the amount of \$1,200,000. Motion carried (5-0)

**Discussion and possible action to approve the 2019-2020 Tax Levy:** Motion by Endres, second by Ruegsegger to approve the 2019 Tax Levy, payable in 2020, in the amount of \$700,819. Motion carried (5-0)

**Discussion and possible action to approve the proposed 2020 Town Budget:** Motion by Rupp, second by Ruegsegger to approve the 2020 Town Budget in the amount of \$2,168,831. Motion carried (5-0)

**Operator's License:** None

**Town Supervisor Reports:** Supervisor Ruegsegger meeting with the DeForest Senior Center was Tuesday, November 13<sup>th</sup>. Discussion of name of center took place and some trees were removed. Supervisor Rupp meeting with the Dane-Vienna Fire is scheduled for Monday, November 26<sup>th</sup>. Supervisor Ingalls meeting with Waunakee EMS was Thursday, November 8<sup>th</sup>. Nothing new to report. Supervisor Endres meeting with Waunakee Fire Department is scheduled for November 26<sup>th</sup>.

**Town Clerk's Report:** Clark informed the board that the office will be closed Wednesday 11/27 thru Friday 11/29 for the holiday. These hours are on the website and noted in the November newsletter. Also, both the UD 1 and UD 2 budget meetings are scheduled for December 2<sup>nd</sup> at 6:30 pm, prior to the regular town board meeting.

**Review and authorize payments of current town and utility bills, wages and expenses:** Motion by Ruegsegger, second by Rupp to approve the current town bills as stated and submitted in the amount of \$66,097.22; Payroll \$4,909.84; Town Bills \$54,698.53; Utility 1 \$368.54 and Utility 2 \$6,120.31. Motion carried (5-0)

**Adjourn:** Motion by Endres, second by Ingalls to adjourn. Meeting adjourned at 7:53 PM.

**Prepared by:** Kathleen Clark, Town Clerk

**Note:** These draft minutes are subject to approval at the December 2, 2019 Town Board Meeting.

## **Vienna Town Board Meeting Agenda Monday, December 2, 2019**

The Vienna Town Board will meet on Monday, December 2, 2019 at 7PM at the Town Hall, located at 7161 County Highway I, DeForest, WI. The agenda for this meeting includes the following items:

Call the Town Board meeting to order

Recite the Pledge of Allegiance

Public comment

Approve or amend the minutes of the November 18, 2019 Town Board meeting

Discussion and possible action on ETZ/ETJ Review Agreement

Discussion and possible action on Resolution 12-2-19 Authorizing Town to Set Dog License Fee

Discussion and possible action on Reappoint Election Inspectors

Operator's License

Town Supervisor Reports

Town Clerks Report

    MMSD Penalty & Interest Payment

    2020 Census

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

Adjourn