



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

May, 2020

April 7th Election Results

Congratulations to re-elected town officials Supervisor III Gary Endres and Supervisor IIII Ron Rupp. A complete list of all Election results can be found on our website by selecting the Election tab. We would like to thank all the election inspectors for working during this difficult election. A total of 511 ballots were counted out of 1,041 registered voters, of which early voting or absentee voting totaled 398 of the ballots. This was an unprecedented volume. We hope with the future elections, voters will send in their requests as early as possible.

Open Book and Board of Review Dates

The Town of Vienna will hold Open Book on Monday May 11, 2020 from 3PM to 5PM (**By Appointment Only**) with Associated Appraisal Consultants. Due to the COVID-19 pandemic, Associated Appraisal is holding all open book appointments to be held by phone, email or internet video conferencing (using Zoom). However, if an in person appointment is necessary, you can meet with the assessor individually to discuss your concerns. Please call Associated Appraisal at 920-749-1995 for an Open Book appointment. Please bring this assessment notice to your Open Book appointment. Board of Review is scheduled for Monday, June 8, 2020 from 5:00 PM to 7:00 PM (By Appointment Only) Both sessions will be held at Vienna Town Hall, 7161 County Rd I, DeForest. Property owners are strongly encouraged to schedule an appointment for Open Book. The Assessor is allowed to adjust the assessment if there is reasonable evidence presented. The Board of Review is a formal hearing procedure where as the board decides if an assessment should be adjusted. **This is the last date any adjustments can be made to the property tax roll. A detailed instruction for both proceedings has been included on the inside page of this newsletter.**

Bulk Waste Disposal Event

On Saturday, May 30th from 8am to noon the town will have a dumpster available for disposing bulk items such as furniture, rolled carpet (4' length maximum) mattresses, couches, cabinets and construction materials that are difficult to disregard properly. The dumpster will be located in our cold storage shed. Please note that items excluded are any appliances, tires, used oil, automotive batteries or any type of electronics (TV,DVD, computer equipment) or any other Wisconsin landfill banned items. We plan to do another bulk waste event closer to fall this year. Please be sure to have helpers if needed to unload your items.

Electronics Recycling Program

We will be having our electronics recycling day on **Saturday, June 20th from 8:00 AM to Noon**. We will be using the cold storage building with driveway access off Norway Grove Road. Items accepted for recycling include: Desktop and laptop computers, computer printers, fax machines, scanners, copiers, computer monitors, televisions, keyboards, DVD players, VCRs and cell phones. **Please do not bring dehumidifiers or other appliances.** We will not be able to take items in advance, so if you are unable to make it on June 20th, please make arrangements with a family member or neighbor to have them drop the items off for you. This free recycling event is limited to Town of Vienna residents.

Brush Site Days and Hours

The brush site days and hours for the month of May are scheduled as follows. Saturday, May 2nd from 9AM-2PM and the following Wednesday, May 13th from 4PM-7PM. Also on Saturday, May 16th from 9AM-2PM and the following Wednesday, May 20th from 4PM-7PM. The key is always available during the week during normal business hours as well. With Town Hall being closed, the key can be found in the vestibule. Please sign the sheet so we can track the activity.

The first meeting scheduled April 6, 2020 was cancelled due to the COVID 19 restrictions

**ANNUAL TOWN MEETING NOTICE
TOWN OF VIENNA ANNUAL MEETING NOTICE
AND PLAN TO ADJOURN**

The Annual Town Meeting of the Town of Vienna was called to order at 6:30 p.m., Tuesday, April 21, 2020 by Chair Jerry Marx, at the Town of Vienna Town Hall located at 7161 County Road I, DeForest, WI.

Due to the current public health emergency, it is anticipated that after calling the meeting to order there will be a motion and vote to immediately adjourn the annual town meeting to May 19, 2020.

(A date within 30 days after the date of the originally scheduled meeting as allowed under Wis. Stat. § 60.11(4)). Motion by Ruegsegger, second by Endres to adjourn the annual meeting to May 19, 2020. Roll call vote was taken Ruegsegger aye, Marx aye, Rupp aye, Endres aye.

**Town of Vienna Board Minutes
April 21, 2020**

The regular meeting was called to order on Tuesday, April 21, 2020 by Chair Jerry Marx immediately following the Annual Town Meeting adjournment by Teleconferencing only. Anyone interested in participating should contact the town clerk to get an access code. Supervisors Steve Ruegsegger, Ron Rupp, Gary Endres and Clerk Kathy Clark were present. Supervisor Karen Noonan was excused.

Public Comment: Public Comment: Endres stated the culvert near 5821 Cuba Valley Rd has settled and needs to be patched. Rupp addressed a call received by a resident requesting the town repair the shoulder near the hill on Hickory Lane with dirt. The board agreed that gravel should be used instead of dirt to firm up the shoulder. Rupp raised concern with other roads that need ditching and shouldering. Clark stated if the board would like this to be an annual spring maintenance project, it should be added to the budget. It would require rental of equipment and a third person or outsourcing. Endres suggested combining efforts with a neighboring municipality similar to other townships in the area. Discussion followed. Marx will review the areas discussed and meet with the Benson and Newman to discuss options.

Approval of Minutes: Motion by Rupp, second by Endres to approve the minutes for the March 16, 2020 town board meeting. Motion carried (4-0)

Discussion and possible action on Kane Application for Accessory Building: At the meeting in March, Marx noted that the site plan submitted did not meet the 10' setback per the zoning requirement. Kane revised the plans and the setbacks have been changed to 10'. In 2015, Kane filed a rezone and Conditional Use Application (CUP) to rezone to A2-1 to allow the maximum height to exceed 16'. Under the new Dane County

Zoning Ordinance, Kane's property was zoned to RR-1, restricting the height of the shed to 16'. Since the new plans reflected a height of 24, Dane County suggested a change to the zoning to RR-2, to allow for the additional height. Marx suggested a variance under the RR-1 to allow for the height to exceed 16'. Endres asked about the size of the shed in 2015 versus now. Those plans showed 40X48 and the new plans 40x72. The size fits in either zoning RR-1 or RR-2 only the height was a concern. Marx suggested adding a restriction to use to only Kane's personal use to ensure it does not get used for commercial. After review of the location on the land, the board determined it should not cause interference to the neighbors. Clark will follow up with the county to see if a deed restriction could be used to support the motion of approval. Motion by Endres, second by Rupp to approve the Kane shed application with a height limit not to exceed 24' as long as it is only used for personal use; not to be used as commercial rental. Motion carried (4-0)

Discussion and possible action on Endres Land Split and Deed Restriction: Endres reviewed the original rezone application approved in March by the Plan Commission and the Town Board to split parcel 0909-284-9001-3 and deed restrict the remaining 75 acres which consisted of two other parcels. When Dane County performed the final review, they went back to the 1980 original farmstead and maintained that the additional acres associated with the parcel should be deed restricted due to the density language in the Comprehensive Plan. Endres explained that would require 127 acres total restricted instead of 75. After calls to the county zoning administrator to discuss this, Endres requested the town review the County's recommendation to determine if that was their understanding. The board directed Clark to contact Dane County to see if there is a means to exempt the additional land not to be included. Endres suggested the town be uniform in treatment of splits. Ruegsegger asked if the past splits granted always followed the 1/75 and if there is a house on the land. Endres stated there is no house and the total land involved is 127 acres. At the value of land, this would not be fair to include all the land. Marx asked about updating the Comprehensive Plan but this process takes months to accomplish due to Public Hearings required. Review of the Comprehensive Plan and discussion followed. Marx directed Motion by Rupp, second by Ruegsegger to approve the Endres land split with a deed restriction of 75 acres instead of the 127 acres recommended by Dane County Zoning. Motion carried (3-0) Endres abstained.

Appointment of Members to Commission and Committee Boards: Marx re-appointed two Plan Commission members, Jim Koch and Cathleen Heath to another three year term. Also appointed was Denise Powell as a resident representative to the DeForest Area Community Senior Center.

Operator's License: None

Town Supervisor Reports: Supervisor Ruegsegger meeting with the DeForest Area Senior Center was held Tuesday, April 14th by teleconference. Supervisor Rupp meeting with the Dane-Vienna Fire

Department was scheduled for Monday, March 30th but it was cancelled due to COVID 19. Supervisor Endres meeting with Waunakee Area Fire Department was scheduled for Monday, March 30th but it was cancelled due to COVID 19.

Town Clerk's Report: Clark reported a second meeting was held March 12th on the Schumacher Road project. The Town Engineer Anderson is completing the surveys of the road and is working with Dane County on the wetlands in the project. The full 3 miles will be completed this year with hopes to bid the project by early May. Also, Clark informed the board that a hearing was held today with the Circuit Court regarding the Board of Review determination on Hilltop Circle property. Another hearing is scheduled on May 5th as the Judge requested the Town Attorney submit a brief on this. Regarding current COVID19 procedures for employees, the Town Hall remains closed to the public except by appointment only.

Review and authorize payments of current town and utility bills, wages and expenses as of April 6, 2020: Motion by Rupp, second by Ruegsegger to approve the April 6, 2020 town bills as stated and submitted in the amount of \$55,710.62; Payroll \$18,427.11; Town Bills \$37,082.77; Utility 1 \$175.37 and Utility 2 \$25.37. Motion carried (4-0)

Review and authorize payments of current town and utility bills, wages and expenses as of April 21, 2020: Motion by Ruegsegger, second by Rupp to approve the April 21, 2020 town bills as stated and submitted in the amount of \$42,658.40; Payroll \$8,064.16; Town Bills \$34,070.49; Utility 1 \$388.27 and Utility 2 \$135.48. Motion carried (4-0)

Adjourn: Motion by Endres, second by Ruegsegger to adjourn. Motion carried (4-0). Meeting adjourned at 7:35 PM.

Prepared by: Kathleen Clark, Town Clerk

Note: These draft minutes are subject to approval at the next Town Board Meeting

Town Road Work

Spring and summer means road construction and repair. This year, Schumacher Road from Easy Street to Highway V will be reconstructed. This is one of the largest road projects the town has encountered, including lowering the blind hill at the intersection of Schumacher Road and Cuba Valley Road. Please note road closure will be throughout the summer with detours set up for alternate routes. Bids for this should be ready to publish in May with an early June start.

Office Hours

The office will be closed for the afternoon on Friday, May 22nd and all day Monday, May 25th of Memorial Day holiday.

ASSESSOR CORONAVIRUS ALERT

In light of the risks associated with the coronavirus pandemic, statewide moratorium on mass gatherings of 10 people or more to mitigate the spread of COVID-19 and in response to the Safer At Home Order (Emergency Order #12) issued by the State of Wisconsin Department of Health Services by order of Governor Tony Evers on March 24, 2020, we are alerting you to the following information/procedures.

For the 2020 Open Book meeting

Due to rapidly changing social distancing measures being taken by the CDC, State of Wisconsin, your Municipality and the Wisconsin Department of Revenue, please contact the assessor by phone or email if you have any questions on the enclosed assessment notice.

If possible, you are encouraged to conduct your Open Book meeting by phone, email or internet video conferencing (Zoom application) rather than meeting with the assessor in person for your safety and ours. Please call the assessor during regular business hours (Monday – Friday, 8:00 AM to 4:30 PM). You may call anytime after receiving the enclosed notice, but no later than 3 days prior to the Board of Review to conduct your Open Book meeting. If the assessor is not available at the time of your call, we will make every effort to return your call within 24 hours. When leaving a message please provide your name, phone number, the Municipality in which the property is located, and the Tax Key Number from your assessment notice or tax bill.

You may contact the assessor by phone at 920-749-1995, by email at info.apraz@gmail.com or by mail at:

Associated Appraisal Consultants, Inc. PO Box 440 Greenville, WI 54942

2020 Assessment Roll

Preliminary 2020 Assessment Roll and Department of Revenue instructional materials are available at the following link: <https://www.apraz.com/2020assessmentroll>

For the 2020 Board of Review meeting

Wisconsin law states, "Instead of appearing in person... the board of review may allow the property owner... to appear before the board, under oath, by telephone or to submit written statements, under oath, to the board" (Wis., Stats., 70.47(8)). Please contact the municipal clerk for more information on accommodations to file objections remotely by phone, or to file objections in writing at least 48 hours prior to the scheduled board of review date and time.

Please do not attend Open Book or Board of Review in person if any of the following apply:

- If you are quarantined or have been diagnosed with COVID-19
- If you are sick or experiencing any symptoms consistent with COVID-19 (fever, dry cough, respiratory congestion, etc.);
- If you are among those who have been identified by health officials as being particularly susceptible to the virus;
- If you have traveled outside the State of Wisconsin or been in contact with anyone who may have contracted the virus in the past 4 weeks.

Vienna Town Board Meeting Agenda
Monday, May 4, 2020

The Vienna Town Board will meet on Monday, May 4, 2020 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 April 21, 2020 Town Board meeting
- Discussion and possible action on 2020 Road Maintenance Chip Seal Bids
- Operator's License
- Town Supervisor Reports
- Town Clerk's Report
 - Open Book and Board of Review Schedule
- Review and authorize payments of current town and utility bills, wages and expenses
- Adjourn