



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

May, 2021

April 6th Election Results

Congratulations to re-elected town officials: Town Chair Jerry Marx, Supervisor I Steve Ruegsegger and Treasurer Nicole Roessler. We welcome newly elected Town Supervisor II Sherri Meinholz. 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 election.

Deputy Clerk/Deputy Treasurer Position

As you may know, Wendy Stoeckler is leaving the Town of Vienna to pursue her position as Town Clerk, Town of Elba, her hometown. Wendy started working here part time on April 18, 2016. Her knowledge of the dual roles and the 25 plus years of experience played a key role in the success of the office. Wendy is best known for her cheerful personality and organization skills. The updates she made over the last 5 years has increased the efficiency of the office. She will be missed but we wish her the continued success in her future role. We would like to welcome Lori Briewa, the new Deputy Clerk/Treasurer for the Town of Vienna. Lori lived in Village of Cobb where she worked as the Clerk/Treasurer. She also brings years of experience and we are excited about having her on our team.

Open Book and Board of Review Dates

The Town of Vienna will hold **Open Book on Wednesday May 19, 2021** from 2PM to 4PM (**By Appointment Only**) with Associated Appraisal Consultants. Appointments will 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. 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. **Board of Review is scheduled for Monday, June 7, 2021 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. The Board of Review is a formal hearing procedure where the board decides if an assessment should be adjusted. **This is the last date any adjustments can be made to the property tax roll.**

Bulk Waste Disposal Event

On Saturday, May 22nd 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, paint cans, used oil, automotive batteries or any type of electronics (TV,DVD, computer equipment) or any other Wisconsin landfill banned items. Please be sure to have helpers if needed to unload your items.

Brush Site Days and Hours

The brush site days and hours for the month of May are scheduled as follows:

Saturday May 1st 9AM-2PM

Wednesday May 5th 4PM-7PM.

Saturday May 15th 9AM-2PM

Wednesday May 19th 4PM-7PM

The key is available throughout the week during normal business hours as well.

Town of Vienna Parks

There are two parks in our Township, Wheeler Park and Nature Valley Park. Both are available for residential use at any time. Motor vehicles such as ATV or Snowmobiles are not allowed. Please respect the grounds and report any concerns you have. Also we ask when walking your dog, to please clean up dog waste for the children playing

Town of Vienna Special Plan Commission Minutes Thursday, April 1, 2021

The Town of Vienna Plan Commission meeting was called to order on Thursday, April 1, 2021 at 6:00 PM by Chair Brian Meinholz. Commissioner Todd Mallon and Clerk Kathy Clark were present. Commissioner Jim Koch and Cate Heath attended via zoom. Residents Jerry Marx, Gary Endres and Waunakee Veterinary Clinic representatives Andy Grapa and Barry Kleppe were present.

Recite the Pledge of Allegiance

Public comment: None

Approve the minutes: Motion by Mallon, second by Heath to approve the minutes for the March 8, 2021 Plan Commission meeting. Motion carried (4-0).

Discussion and possible recommendation on Waunakee Vet Clinic Rezone & CSM-Parcel 0909-164-9192-8: Following the last meeting, Dane County Zoning changed the rezone application filed from GC, general commercial to FP-B, farmland preservation business. For future residential splits, that would depend on the dates the original two splits took place. For the purpose of this discussion, the town would want to ensure that the business stays only as an agricultural business type use. A conditional use permit would not be needed as the type of business is a permitted use based on the FP-B zoning. Meinholz asked is there could be large animal boarding taking place. Grapa stated that is not the plan, that if an animal was brought onsite, it would be more for surgical reasons. Mallon said the building size falls within the accessory building permitted use. Based on the size of the lot, only one structure would fit so that restricts any future plan of additions. The building site is about 10' above the water levels but there will not be a basement, just a floating slab for the foundation. Mallon asked about the property on the other side of the driveway that used to have a house on it that and was destroyed in the flood. That particular parcel was deed restricted and no further building could take place on it ever. Any changes to the use of this land would need to be reviewed by the town plan commission and town board. Koch confirmed the location of the parcel that will be sold off and the septic location. Heath asked if the residential splits should be part of this discussion and it should not be at this time. This can be determined once the dates of the original splits are confirmed. Motion by Mallon, second by Koch to recommend approval on the rezone and CSM with the condition that the future use maintain an agricultural business use and no residential use or development be allowed. Motion carried (4-0)

Adjourn: Motion by Heath, second by Koch to adjourn. Meeting was adjourned at 6:36 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 April 5, 2021

The regular meeting was called to order on Monday, April 5, 2021 at 7:00 PM by Chair Jerry Marx. Supervisors, Ron Rupp, Gary Endres and Clerk Kathy Clark were present. Public Works Supervisor Scott Benson and Public Works Bill Newman were also present.

Pledge of Allegiance was recited

Public Comment: Ruegsegger asked Benson about the end of his driveway on Hickory Lane. Benson stated that to put patch on it that it would have to be laid on the concrete and patch material will not adhere to concrete. Ruegsegger said it does not have to be fixed right away but the board should take a look at it to see how it can be fixed. Marx will go out and look at the area for follow up.

Approval of Minutes: Motion by Endres, second by Rupp to approve the minutes for the March 15, 2021 town board meeting. Motion carried (4-0).

Discussion and possible action on CJ Lawn Service Proposal: This proposal was looked over at the last meeting and Clark was directed to put it on this agenda for approval. Motion by Endres, second by Ruegsegger to approve CJ Lawn service proposal for 2021. Motion carried (4-0)

Discussion and possible action on 2021 Road Projects: Clark provided a cost breakdown on what funds are needed to complete Schumacher Road, what was budgeted for this year's road project and an estimate for the cost of repair to Patton Road and Norway Grove School Road. The board members drove the sections of road being considered prior to the meeting. Marx stated the Norway Grove School Road will need to be raised as part of the repair. The culvert that is under the low section would need to be raised as well. Patton Road would require two new culverts and some ditching on the one side of the road. Endres suggested getting a local contractor to replace the culverts before any road construction begins. Endres asked about Norway Grove Road. This may have to wait another year due to the funds available for repairs. Discussion followed. More information is needed to decide what types of repairs should take place. On Thursday, a pre-con meeting is scheduled and afterwards, the Engineer along with Benson and Newman will visit the two sites to and provide a summary of the work needed. This will be brought back at the next meeting for further discussion.

Discussion and possible action on Dane-Vienna Fire Protection Agreement: Rupp stated the Fire Board was still discussing some of the suggested changes to the language. The Fire Board would like the town to consider some possible changes. Clark stated that the amendments were acceptable so far but until the Fire Board finalizes the proposed contract, the town will continue to work with the existing agreement. Endres asked what the apportionment of budget the town pays and Clark thought it was about 14% compared to the Town and Village of Dane.

Operator's License: None

Town Supervisor Reports: Supervisor Ruegsegger meeting with the DeForest Area Senior Center is scheduled for Tuesday, April 13th. Supervisor Rupp meeting with the Dane-Vienna Fire Department was held Monday, March 29th. The current contract and suggested revisions were discussed. Rupp reported an Equipment Committee Advisory meeting was held last week to discuss the possible purchase of a new Chassis. Another meeting is scheduled for this Thursday to continue the discussion. Supervisor Endres meeting with Waunakee Fire Department was held Monday, March 29th.

Town Clerk's Report: Tri-County Paving started work on Schumacher Road today. Integrity Grading and Excavating is scheduled to begin in another two weeks or once Tri-County completes their work.

Review and authorize payments of current town and utility bills, wages and expenses: Motion by Ruegsegger, second by Rupp to approve the April 5, 2021 town bills as stated in the amount of \$27,125.92; Payroll \$19480.46; Town Bills \$7,494.72; Utility 1 \$125.37 and Utility 2 \$25.37. Motion carried (4-0)

Adjourn: Motion by Ruegsegger, second by Endres to adjourn. Motion carried (4-0). Meeting adjourned at 7:56 PM.

Prepared by: Kathleen Clark, Town Clerk

Note: These draft minutes are subject to approval at the April 20, 2021 Town Board Meeting

Town of Vienna Annual Meeting of the Electors Monday, April 20, 2021

The 171st Annual Town Meeting called to order on Monday, April 20, 2021 at 6:30 PM by Chair Jerry Marx. Supervisors Steve Ruegsegger, Ron Rupp, Gary Endres, Sherri Meinholz, PW Supervisor Scott Benson and Clerk Kathy Clark were present. Also present was Residents Laverne & Mary Wipperfurth and Steve Herbrand.

Pledge of Allegiance was recited

Public Comment: None

Swear in Elected Town Officials: Clark swore in Supervisor I Steve Ruegsegger by providing the Oath of Office. All other elected officials were sworn in prior to the meeting.

Approval of Minutes: Motion by Rupp, second by Ruegsegger to approve the minutes for the July 20, 2020 Annual Meeting. Motion carried (5-0).

2020 Annual Financial Reports for Town and Utility Districts: The 2020 draft financial report was provided from Johnson Block for board review as part of the packet. The Annual report should be completed in by month end, once all year-end adjustments are completed. Clark reviewed the balance sheet as of December 31, 2020 for the general fund and utilities districts 1 and 2. The town is in good financial shape. The general fund account has a balance of \$468,585.64. Last year the Town Hall loan balance was paid in full and closed. Utility District 1 has a fund balance of \$85,309.21 and Utility District 2 has a fund balance of \$221,697.52. There are no existing loans for both utilities districts. Endres requested that the checking accounts for the Utilities Districts transfer most of the balance to the Investment Fund. Clark will inform the Treasurer about this. Clark also provided a January to March, 2021 Budget to Actual Comparison Report.

Town Plan Commission Report: Clark reported that the Plan Commission had 8 meetings in 2020 and 2 meetings in 2021. Last year was busy with land splits to create Farmette to sell and/or rezone for development. Next year, the Comprehensive Plan will be due for updating and revisions.

Town Equipment Advisory Committee Report: Rupp reported there have been 2 meetings to look at the equipment schedule for rotation. There were no purchases made in 2019 or 2020.

Town Chairs Report: Marx stated that the town has been operating good and thanked the employees for their hard work.

Town Clerk's Report: Clark reported that Saturday, April 24th the town will be hosting the Electronics Recycling Event which is free to the residents. Open Book is scheduled May 19, 2021 from 2pm to 4pm. The Board Review is scheduled for June 7th from 5pm to 7pm. The next year's Annual Meeting will be held April 19, 2022.

Adjourn: Motion by Endres, second by Ruegsegger to adjourn. Motion carried (5-0). Meeting adjourned at 6:43 PM.

Prepared by: Kathleen Clark, Town Clerk

Note: These draft minutes are subject to approval at the April 19, 2022 Town Board Meeting

Town of Vienna Board Minutes April 20, 2021

The regular meeting was called to order on Monday, April 20, 2021 at 6:45 PM by Chair Jerry Marx. Supervisors, Ron Rupp, Gary Endres and Clerk Kathy Clark were present. Public Works Supervisor Scott Benson and Public Works Bill Newman were also present. Residents Mary & LaVerne Wipperfurth, and Waunakee Vet Representative were in attendance.

Pledge of Allegiance was recited

Public Comment: None

Approval of Minutes: Motion by Ruegsegger, second by Rupp to approve the minutes for the April 5, 2021 town board meeting. Motion carried (5-0).

Discussion and possible action on Waunakee Vet Clinic Rezone and CSM: Clark informed the board that Waunakee Vet Clinic filed an application to rezone parcel 0909-164-9192-8 located at 5636 Highway V to build a large animal clinic. This went to the Plan Commission (PC) for review. A special second PC meeting was held and the application was recommended for approval to rezone the parcel from FP-35 to FP-B, Farmland Preservation-Business and the CSM with the condition that the future use maintain an agricultural business use and no residential use or development be allowed. This is a permitted use under the FP-B zoning. The design of the building and landscape was passed around for review. Marx asked if his was going to be a steel building. Rupp stated that he was concerned at the location and thought it should be located in the Industrial Park. He was also concerned about the water level and the fact that a house flooded across the driveway where this building will be located. Discussion followed. This is scheduled for Dane County Public Hearing on April 27th. Motion by Ruegsegger, second by Meinholz to approve Waunakee Vet Clinic Rezone application and CSM with the condition that the future use

maintains an agricultural business use and no residential use or development be allowed. Motion carried (3-1). Endres abstained.

Discussion and possible action on 2021 Road Projects: At the last board meeting, both Patton Road from CR DM to Meek Road and Norway Grove School Road in the low section of the road was discussed for repairs. The board requested more accurate estimates be brought back. The town Engineer went out and put together estimates of both road projects with the specs of proposed construction and contingency costs. Meinholz stated that the section of Patton Road is totally destroyed, especially after the house fire with the fire department tankers driving on it. Endres asked if anyone knows what the cost of asphalt is going for. Discussion followed on the funding of the projects and balance of costs for Schumacher Road. Motion by Endres, second by Meinholz to approve Patton Road and Norway Grove School Road projects for 2021. Motion carried (5-0)

Discussion and possible action on Equipment Committee Recommendation: Rupp informed the board that the equipment advisory committee held meetings over the last two weeks to review new Chassis for a future plow truck. Quotes for an International, Freightliner and a Western Star were received, along with an estimate from Burke Equipment to dress the truck. The Western Star was the most expensive and the Freightliner was the least expensive but both these trucks would need to be ordered with an undetermined arrival date in 2022. Rupp explained that the International truck was on the lot and was already decked out with all the options they wanted. The equipment advisory committee had a roll call vote of 5 yes to purchase the International. Newman explained that the dealer of the International matched the cost of the warranty on the Western Star. Endres thought if might a good idea to wait until funds from the government from the stimulus package to pay for the truck. The equipment fund has a balance of \$134,400 to be used for a purchase this year. Motion by Ruegsegger, second by Rupp to approve the purchase of the International Chassis. Motion carried (4-1) Motion by Ruegsegger, second by Meinholz to approve the Burke Equipment quote. Motion carried (5-0)

Resolution 2021-1 acknowledging the DeForest Area Senior Center Accreditation: Ruegsegger explained that a team comes out to evaluate the DeForest Area Senior Center every so many years for their performance and services. Motion by Ruegsegger, second by Rupp to approve Resolution 2021-1 acknowledging the DeForest Area Senior Center Accreditation. Motion carried (5-0)

Appointment of Commission Members: Marx appointed Steve Herbrand to serve on the Plan Commission for a 3 year term and reappointed Todd Mallon for another term as well. Motion carried Rupp, second by Marx to approve the appointments. Motion carried (5-0)

Operator's License: None

Town Supervisor Reports: Supervisor Ruegsegger meeting with the DeForest Area Senior Center was held last Tuesday, April 13th. The center is still open for exercising Supervisor Rupp meeting with the Dane-Vienna Fire Department is scheduled for Monday, April 26th. Supervisor Endres meeting with Waunakee Fire Department for April was cancelled. Marx mentioned appointing Meinholz to the Waunakee EMS Commission. More information will be provided.

Town Clerk's Report: The Board of Review certification will be offered for anyone interested in being an alternate. Ruegsegger is the alternate for this year. Schumacher Road was delayed a week and is now scheduled to start April 26th.

Review and authorize payments of current town and utility bills, wages and expenses: Motion by Ruegsegger, second by Rupp to approve the April 20, 2021 town bills as stated in the amount of \$17,678.30; Payroll \$5,920.86; Town Bills \$10,992.38; Utility 1 \$502.06 and Utility 2 \$263.00. Motion carried (5-0)

Adjourn: Motion by Rupp, second by Ruegsegger to adjourn. Motion carried (5-0). Meeting adjourned at 7:30 PM.

Prepared by: Kathleen Clark, Town Clerk

Note: These draft minutes are subject to approval at the May 3, 2021 Town Board Meeting

**Vienna Town Board Meeting Agenda
Monday, May 3, 2021**

The Vienna Town Board will meet on Monday, May 3, 2021 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 20, 2021 Town Board meeting

Discussion and possible action on 2021 Road Maintenance

Discussion and possible action on JRC Investments Fireworks Application

Operator's License

Town Supervisor Reports

Town Clerk's Report

Open Book Wednesday, May 19th from 2PM to 4PM

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

Adjourn