



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

November, 2017
Volume 2017-18, No.7

2018 Annual Budget Meeting

The Annual Town Budget Meeting of the Electors will be held on Monday, November 20, 2017 at 6:30PM at the Town Hall. The regular Town Board meeting will follow the budget meeting. A summary of the 2018 proposed budget categories is located is posted on our website, at the Town Hall and at our kiosk located in front of Ehlenbach's. A complete copy of the 2018 proposed budget is available during regular business hours at the office.

Utility District Meetings

The Utility District 2 Annual Meeting will be held on Monday, November 6, 2017 at 6:30 P.M. prior to the regular Town Board Meeting. Utility District 2 is comprised of the Windsor Prairie, Hickory Meadows, Nature Valley and Lantern Hollow Subdivisions. Utility District 1 will meet on Monday, December 4, 2017 at 6:00 P.M. Utility District 1 is comprised of the business district on County Highway V and Interstate 39/90/94.

Trash/Recycling

At this time, the annual fee for trash/recycling will remain the same. Any changes in this will be noted in the December newsletter. A calendar showing the 2018 trash/recycling collection dates will be posted on the town website under the Trash/Recycling/Brush Site tab. Copies will be available at the Town Hall in December. A reminder that if you have large items that will not fit in your trash container or if your pick up is missed, call Advanced Disposal at 608-251-7878 to make arrangements for collection.

Town Positions Up For Election

On April 2, 2018 the following town positions will be up for election: Supervisor III and Supervisor IIII. The current officials serving these positions are Ron Rupp and Gary Endres. The first day to circulate nomination papers is December 1, 2017. Completed papers must be turned in to the Town Clerk's office by 5:00 P.M. on Tuesday, January 2, 2018. Packets will be available for pickup in the Town Clerk's Office the last week of November and will also be available on our website. If necessary, a spring primary election will be held on February 20, 2018. The town is always seeking election inspectors to work on election day. If you are interested, contact the town office.

2017 Property Tax Bills

At this time of year we start getting questions about when property tax bills will be sent out. This year the deadline for sending property tax bills is December 18th. We must wait until our budget is approved at the Annual Budget meeting November 20th and the final information from Dane County and all four school districts. When all this information is gathered, it is sent to Dane County and the tax bills are printed. They are then picked up by our treasurer and sent out to our property owners. Information about in person tax collections will be included in the December newsletter.

Brush Site Update

The brush site will be open for the first weekend in November (11/4) and possibly the third weekend in November (11/18) depending on weather, from 8:00 A.M. to 4:00 P.M. due to a large volume of requests. Information will be available on our website as the month progresses. Residents are encouraged to take advantage of the open dates to dispose of tree branches, brush, grass and other yard waste. The new gate has been installed and the entrance has been moved back from the roadside. With the season coming to an end, and additional weekend opening, there will not be a change to the key location for this year.

Town Office Closed

The Town Office will be closed Wednesday, November 22nd through Friday, November 24th for the holiday. Have a happy and safe Thanksgiving.

Daylight Savings Time

A reminder to turn your clocks **back** one hour on Sunday November 5th. It is also a good time to replace smoke detector batteries, check carbon monoxide detectors and change ceiling fan direction. Most ceiling fans should rotate clockwise in the winter and counter clockwise in the summer.

Town of Vienna Board Minutes October 2, 2017

The regular meeting was called to order on Monday, October 2nd at 7:00 p.m. by Chairman Breggeman. Present was Supervisors Gary Endres, Karen Ingalls, Ron Rupp and Steve Ruegsegger. Also present was Kathy Clark, Clerk and resident Clint Shotwell stopped in for part of the meeting

Pledge of Allegiance was recited

Public Comment: None

Approval of Minutes: Motion made by Rupp, second by Ingalls to approve the minutes of September 18, 2017 town board meeting. Motion carried (4-0) Ruegsegger abstained

Discussion and possible action on Resolution 2017-4 Adopting a Temporary Use Permit:

Clark explained that the resolution presented was a formal adoption of the town's Temporary Use Permit. This was drafted using the State DSPS Administrative Code SPS 361.03 (12) which outlines the requirements for temporary use or seasonal use. The board reviewed 2017-14 and stated it captured the town's intent for use of seasonal event venues. Motion by Ingalls, second by Rupp to approve Resolution 2017-4 to adopt a Temporary Use Permit. Motion carried (5-0)

Discussion and possible action on Amending the Fee Schedule to a Temporary Use Fee:

Clark stated at the last meeting in September, a list of the current fee's that the town charges was presented and approved by the board. Since the Temporary Use Permit Application has a fee of \$250, the fee schedule needs to be amended to add it to the list. After discussing this, the board felt that the Conditional Use Fee's and Rezone Fee's, already adopted as part of the town Development Application, should be added to this schedule of fees as a good reference, with the exception of building permit fees. Clark will make these adjustments and present it at the next board meeting for review. Motion made by Endres, second by Ingalls to table this until the next meeting. Motion carried (5-0)

Discussion and possible action on Dane County Hazard Mitigation Plan:

Clark informed the board this was only for discussion since there was a large volume of information and the material involved needed review. This requires adoption by resolution, which will be on the next agenda for final review and action. Discussion followed and no action was taken.

Operator's Licenses: One application was presented for review. The form did not provide the necessary information to act on so the board suggested having it completed and add it to the next agenda for further review.

Town Supervisor Reports: Supervisor Ruegsegger was unable to attend the last meeting for the Dane-Vienna Fire District. Rupp did not have any meetings to report on. Chairman Breggemans Deforest Community Senior Center meeting is scheduled for Tuesday, October 10th. Supervisor Ingalls next Waunakee EMS meeting is scheduled on Thursday, October 12th. Supervisor Endres meeting with Waunakee Fire was on Monday, September 25th but due to a special town board meeting, Endres was not able to attend. Endres did indicate the budget was up due to the purchase of equipment for replacement of older items that no longer pass inspection and for new recruits.

Town Clerks Report: Clark asked if the board would be available to meet on October 16th at 6pm, prior to the regular board meeting, to review and discuss the 2018 preliminary budget. Some of the emergency services have approved their budgets and are waiting for the town board approval. Meeting was scheduled. Clark informed the board that the Road Patrolman candidate met with Benson and Stoeckler on Thursday. All went well and an offer will be extended in the morning.

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

Motion by Endres, second by Ruegsegger to approve the current town bills as stated and submitted in the amount of \$29,739.65; Payroll \$17,532.78; Town Bills \$12,129.73; Utility 1 \$25.37 and Utility 2 \$51.77. Motion carried (5-0)

Adjourn: Motion by Rupp, second by Ruegsegger to adjourn. Meeting adjourned at 7:39 p.m.

Prepared by: Kathleen Clark, Town Clerk

Note: These draft minutes are subject to approval at the October 16, 2017 Town Board Meeting.

Town of Vienna Board Minutes October 16, 2017

The regular meeting was called to order on Monday, October 16th at 7:00 p.m. by Chairman Breggeman. Present was Supervisors Gary Endres, Karen Ingalls, Ron Rupp and Steve Ruegsegger. Also present was Kathy Clark, Clerk and Treasurer, Nikki Roessler.

Pledge of Allegiance was recited.

Public Comment: None

Approval of Minutes: Motion made by Rupp, second by Ruegsegger to approve the minutes of October 2, 2017 town board meeting. Motion carried (5-0)

Discussion and possible action on Amending the Fee Schedule to a Temporary Use Fee:

Clark informed the board that the fee schedule for conditional use permits and rezone requests already existed so it was attached to the newly created fee schedule. This would now be one combined reference for all future use in the office and on our website with the exception of building permits. Building permits are project based so many of them do not have a flat fee. Motion made by Rupp, second by Ruegsegger to table this until the next meeting. Motion carried (5-0)

Discussion and possible action on Resolution 2017-5 to adopt Dane County Hazard Mitigation Plan:

This plan was reviewed and discussed at the last meeting for any updates or changes that may be needed. As part of the adoption, the county required a signed resolution, using the template provided by the county to meet the DNR requirements for emergency funding if needed. Motion by board Endres, second by Ingalls to approve Resolution 2017-5 to adopt Dane County Hazard Mitigation Plan. Motion carried (5-0)

Discussion on Road Projects: The 2018 planned road projects include a 1 mile section of Meek Road, between WIBU and County Road I and a 900' section on N. Madison that needs to be redone. Discussion of repaving a section of Hickory Lane, between Cuba Valley Road and Daley Road took place. The road is in good shape but has a few dips in it that could be straightened out. More information on costs for this is needed before a decision will be made.

Operator's Licenses: Two applications were presented. One from the Pink Elephant and one from Phillips 66. Motion made by Ingalls, second by Endres to approve both operator license applications. Motion carried (5-0)

Town Supervisor Reports: Supervisor Ruegsegger was unable to attend the last meeting for the Dane-Vienna Fire District. Rupp did not have any meetings to report on. Chairman Breggemans was unable to attend the Deforest Community Senior Center meeting Tuesday, October 10th. Supervisor Ingalls was unable to attend the Waunakee EMS meeting on Thursday, October 12th. Supervisor Endres reported that the Waunakee Fire had their pancake breakfast and had a good turnout. Endres suggested contacting the Waunakee Fire to discuss entering into a service contract. Clark will follow up on this.

Town Clerks Report: Today Bill Newman, the new Patrolman, started working with the town. Clark informed the board that Kwik Trip stopped in the office to offer opening an account for the new store scheduled to open in November.

This account would have 10% rebates for in-store purchases and a 5 cent per gallon discount on fuel or diesel. The new gate for the brush site will be installed later this week or beginning of next week. Once the new gate is installed, the question of having the key signed out for use was discussed. Endres suggested waiting on this to see how the gate works out for now.

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 \$56,011.67; Payroll \$4,720.68; Town Bills \$31,121.78; Utility 1 \$10,582.97 and Utility 2 \$9,509.22. Motion carried (5-0).

Adjourn: Motion by Rupp, second by Ruegsegger to adjourn. Meeting adjourned at 7:35 p.m.

Prepared by: Kathleen Clark, Town Clerk

Note: These draft minutes are subject to approval at the November 6, 2017 Town Board Meeting.

**Town of Vienna Utility District 2
Annual Meeting Agenda
Monday, November 6, 2017**

The Vienna Town Board, Utility District 1 will meet on Monday, November 6, 2017 at 6:30 P.M. in the Town Hall located at 7161 County Highway I, DeForest, WI. The agenda for this meeting includes the following items:

Call the meeting to order

Public Comment

Approve or amend the minutes of the November 16, 2016 Utility District 2 Annual Meeting

Discuss the financial condition of UD 2

Review 2017 maintenance and lift station operation

Discussion and possible action on the proposed 2018 budget and rate schedule

Upcoming Meetings

The Town of Vienna Utility District 1 Annual Meeting is scheduled for Monday, December 6, 2017 at 6 P.M.

The Annual Payne & Dolan Advisory meeting is scheduled to follow at 6:30 P.M.

The regular board meeting will take place at 7 P.M. on December 6, 2017. All meetings are open to the public.

Vienna Town Board Meeting Agenda Monday, November 6, 2017

The Vienna Town Board will meet on Monday, November 6, 2017 at 7:00 P.M. in 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 October 16, 2017 Board meeting
- Discussion and possible action on Investment Accounts
- Discussion on 2018 budget amendments
- Convene to closed session pursuant to: sec. 19.85(1)(c) of the Wisconsin Statutes for the purpose of considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility.
- Reconvene to open session and take possible action
- Operator's License
- Town Supervisor Reports
- Town Clerk's Report
 - Utility District 1 Lift Station
- Review and authorize payments of current town and utility bills, wages and expenses
- Adjourn