



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

July, 2017  
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## Town Office Hours

Please note the first two weeks in July, the office will have shorter hours due to the holiday and a training schedule. The town office and shop will be closed Monday, July 3rd and Tuesday, July 4th in observation of the holiday. The office and shop will return to regular hours Wednesday, July 5th for the remainder of the week. During the week of July 10th, I will be in Green Bay completing my Treasurer's Certification. Wendy Stoeckler, Deputy Clerk, will be open Monday, July 10th, Tuesday, July 11th and Thursday, July 13th from 8am to 2pm. The office will be closed Wednesday, July 12th and Friday July 14th. The rest of the month will resume normal business hours, Monday through Friday, 8am to 4pm.

## Recycling Schedule

Just a reminder that due to the 4th of July holiday, the regular recycle pick up for residents east of Hwy I (B) will be moved to Wednesday. Normal pick up will resume on Tuesday, July 11th for residents west of highway I (A). This information can be found on our website calendar or in our vestibule.

## Trash Pick Up

Like the recycle schedule, trash pick up will be on July 5th for the first week, returning to Tuesday's for the remainder of the month. Occasionally a trash pick up is missed. If your trash is not picked up by 5pm, please contact Advanced Disposal immediately to report this at 608-251-7878. They are in our area the following day and could circle back to pick yours up.

## Town Board Meeting

The Town Board meeting has been rescheduled to Wednesday, July 5th, at 7pm. The agenda for this meeting can be found on the last page of this newsletter. A special thanks to our town board members for allowing the employees a nice long weekend.

## Roadside Mowing

Roadside ditch mowing began June 5th and will continue throughout the summer. The first round was completed by the end of June. The second round will include mowing out to the fence lines and a final round will be done in the fall. Thank you for alerting us of overgrown intersections that hinder traffic visibility.

## Open Book/Board of Review Dates

The Town of Vienna **OPEN BOOK** session will be held **Tuesday, July 25, 2017** from **4:00 P.M. to 6:00 P.M.** Property owners are strongly encouraged to attend the Open Book session where the Town Assessor will be present to discuss the assessment of your property. This is an informal meeting where residents can ask questions or request an adjustment to their assessment if there is reasonable evidence that the property is assessed to high or inaccurately. In addition, information regarding the Board of Review procedure will be available. These documents will assist property owners in the event they find it necessary to schedule a hearing before the **Board of Review**, scheduled for **Monday, August 7, 2017** from **5:00 P.M. to 7:00 P.M.** This is a formal process and paperwork is required to schedule the hearing prior to the day of the Board of Review meeting. Both meetings will be held at the Town Hall.

## Local July 4th Celebration Events

DeForest Windsor Area July 4th Family Celebration will be held at Fireman's Park. This is a two day event and the hours are Monday July 3rd, 6:00 PM-Midnight and Tuesday July 4th, 11:00 AM-11:00 PM. The parade starts at 10:30 AM on the 4th. For more information visit DeForest Windsor Chamber of Commerce website: [www.info@deforestarea.com](http://www.info@deforestarea.com). Also, the Village of Waunakee's WaunaBoom Family Celebration will be held at Ripp Park on July 4th from 2:00 PM-10:30 PM. The Parade starts at 10:30 AM on the 4th. For more information visit Waunakee Chamber of Commerce website: [www.waunakeechamber.com](http://www.waunakeechamber.com)

## Town of Vienna Board Minutes June 5, 2017

The regular meeting was called to order at 7:00 p.m. by Chairman Breggeman. Present was Supervisors Gary Endres, Karen Ingalls, Ron Rupp, Steve Ruegsegger. Also present Clerk Kathy Clark, Supervisor Scott Benson, residents Shawn Haney, Jeff Smith, Daryl Wipperfurth and Mary Ripp and Brian Foeckler with Truck Country.

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

**Public Comment:** Daryl Wipperfurth stated he spoke to one of the patrolman and heard the 1-ton truck has low miles and only has a little rust, which could be sand blasted, than the town should not buy a new one. Sheriff Bennet presented a list of calls during the last few months. There has been an increase in car break-ins, especially when valuables are left in the open or cars are left unlocked in a private driveway.

**Approval of Minutes:** Motion made by Rupp, second by Ruegsegger to approve the minutes of May 15, 2017 town board meeting. Motion carried (5-0)

**Discussion and possible action on Dane-Vienna Fire District Contract:** Ruegsegger stated the fire district will stay at a four person board and asked if another vote should be taken for approval. Endres stated he was ready to move ahead but spoke to other members and the Village of Dane board has not had a chance to review the contract or have input. Motion by Ruegsegger, second by Ingalls to table the vote on the Dane-Vienna Fire District contract. Motion carried (5-0)

**Discussion and possible action on Purchase of 1-Ton Pick-up Truck:** Clark provided a schedule of equipment replacement through 2021 for review. Three quotes for trucks were provided for review, Bell Motors, Kayser Chrysler and Ewald Dealerships. Haney was present to answer questions on the Bell Motor quote. Jeff Smith provided information on the Burke Equipment package. Kayser submitted a quote on a Ram 5500 with a Madison Truck Equipment package for a Ram and another package for a Ford. Rupp explained that the reason for replacing equipment is so value is still good at the time of trade in or sale. Discussion followed on the different equipment packages and compatibility with each model. Breggeman requested that Smith review the equipment packages from Burke and Madison truck for comparison of features. The board recommended bringing the three quotes and equipment packages back to Equipment Advisory Committee for review. No action was taken.

**Discussion and possible action on Reynolds Crane No Parking signs:** Foeckler spoke on behalf of Truck Country, located across the street from Reynolds Crane, regarding the no parking signs. The dealership is scheduled to open June 26<sup>th</sup> and Truck Country has no problem with the signs being posted past Reynolds Crane driveway. Breggeman asked about late night arrivals and trucks parking on the street and if the dealership would be open 24 hours. Foeckler stated the gates have pin codes for all the customers to access the parking lot after hours and dealership will operate 7 days a week but not 24 hours a day, just during normal business hours. Clark provided pictures of the street and driveways for locating the signs. Motion by Endres, second by Rupp to approve the no parking signs. Motion carried (5-0)

**Discussion and possible action of draft Policy for Event Barns:** Clark submitted the draft copy the board reviewed at the last meeting to the Town Attorney. Clark had extracted most of the language applicable to the town from the state legislative bill 137. to the draft resolution and will update it accordingly. Attorney Mitby reviewed it and proposed a resolution be created to enforce the towns position.

Clark suggested some revisions. The state announced this week that no action will be taken on the proposed state legislative bill until further information is gathered. The board will wait on the state actions before moving forward. Motion by Ruegsegger, second by Rupp to table the draft Policy for Event Barns. Motion carried (5-0)

**Discussion and possible action on Meek Road Culverts:** Quotes from Contech and Corrugated Metals were requested but were not received before this meeting so this will be moved to the next meeting's agenda.

**Appointment of 2 Deforest Senior Center Board Members:** Motion by Rupp, second by Ruegsegger to reappoint Lonnie Breggeman and Robert Pulvermacher for a one year term to the Deforest Senior Center Board. Motion carried (5-0)

**Operator's Licenses:** One application was presented for review and possible approval. Motion by Endres, second by Ingalls to approve Stamler's operator's license application for Phillips 66. Motion carried (5-0)

**Town Supervisor Reports:** Supervisor Ruegsegger meeting with Dane-Vienna Fire District was last Tuesday, May 30<sup>th</sup>. No updates to report. Chairman Breggeman's meeting with DeForest Senior Center is next Tuesday, June 13<sup>th</sup>. Supervisor Ingalls meeting with Waunakee EMS is Thursday, June 8<sup>th</sup>. Supervisor Endres meeting with Waunakee Fire on May 30<sup>th</sup> was cancelled due to the holiday.

**Town Clerks Report:** Clark informed the board that the annual recycling grant was approved in the amount of \$4,923.84. DNR inspected the brush site and approved Vienna's annual permit. The report did have two recommendations: One to put a gate up versus the cable for security and the other was to clean up the sign on the fence.

**Review and authorize payments of current town and utility bills, wages and expenses:** Motion by Rupp, second by Ruegsegger to approve the bills as stated and pay the current town bills as submitted in the amount of \$23,204.38; Payroll \$18,348.29; Town Bills \$6,852.88; Utility 1 \$10,791.92 and Utility 2 \$764.77. Motion carried (5-0).

**Adjourn:** Motion by Rupp, second by Ruegsegger to adjourn. Meeting adjourned at 8:00 p.m.

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

**Note:** These draft minutes are subject to approval at the June 19, 2017 Town Board Meeting.

## Town of Vienna Board Minutes June 19, 2017

The regular meeting was called to order at 7:00 p.m. by Chairman Breggeman. Present was Supervisors Gary Endres, Karen Ingalls, Ron Rupp, Steve Ruegsegger. Also present Clerk Kathy Clark, Supervisor Scott Benson and Equipment Advisory Committee member Doug Midthun.

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

**Public Comment:** None

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

**Discussion and possible action on Liquor License Renewal Applications:** Clark provided the list of the annual license renewal applications and the new operator's licenses to the board for review. Rupp asked if there has been any issues with sales to minors and there has not been any reported.

Motion by Ruegsegger, second by Rupp to approve Class "A" Fermented Malt Beverages & Intoxicating Liquor applications for All Stop Inc. and Agent Kim Reeve; Ehlenbach's Cheese Chalet, Inc. and Agent Brian Ehlenbach; HK Petroleum Inc/Tiger Mart and Agent Kuljeet Brar; Pink Elephant Gas Inc/Shell; BDR Realty Co/Phillips 66 and Agent Carlotta Hegge. Motion carried (5-0). Motion by Rupp, second by Ruegsegger to approve Class "B" Fermented Malt Beverages-Beer only application for Waunakee Gun Club and Agent Joseph Leslie. Motion carried (5-0)

Motion by Endres, second by Rupp to approve Class "B" Combination Malt Beverage & Intoxicating Liquor application for Vienna Hospitality Investments/Comfort Inn and Agent Roger Brandstetter. Motion carried (5-0)

Clark stated the names of the four new operator's license applications that were submitted with the liquor license renewals and reviewed by the board members. Motion by Endres, second by Rupp to approve the four new operator's licenses as stated. Motion carried (5-0)

Clark stated the names of the twenty-nine renewal operator's license applications that were submitted with the liquor license renewals and reviewed by the board members. Motion by Rupp, second by Ruegsegger to approve the twenty-nine operator's licenses renewal as stated. Motion carried (5-0)

**Discussion and possible action on Leonard/Rauls Rezone of Lot Line-CSM:** Clark informed the board that the rezone application was to change the land from conservancy to agricultural and to do a new certified survey map to change a boundary line. Paulson, the surveyor, explained this parcel would be used to store hay bales only. The land would not be used to farm and buildings would not be added. The plan commission recommended approval with the condition that if the use of this land changed such as farming it or building on it that it would need to be brought back to the plan commission. Motion by Endres, second by Ruegsegger to approve the Leonard/Rauls Rezone of Lot Line and CSM. Motion carried (5-0)

**Discussion and possible action on 2016 CMAR Resolutions for Utility District 1 & 2:** Clark provided a brief explanation on the reports and copies of the DNR Compliance Maintenance Annual Reports (CMAR) for both UD-1 and UD-2 for review. As part of the required filing, a resolution must be signed for each CMAR report acknowledging the Town Board has reviewed and formally approved the reports. Clark stated there were no significant changes from last year to this year. Motion by Ruegsegger, second by Rupp to approve Resolution 06-19-17-1 Town of Vienna Utility District #1. Motion carried (5-0); Motion by Ruegsegger, second by Ingalls to approve Resolution 06-19-17-2 Town of Vienna Utility District #2. Motion carried (5-0)

**Discussion and possible action on 2018 RFP for Appraisal Services:** Clark presented a draft copy of a request for proposal for appraisal services. This was discussed in a previous meeting since the current contract terminates at the end of this year. Clark stated it is a good policy to see what the other competitors charge for the same services when a contract is up for renewal. Motion by Ruegsegger, second by Endres to approve a 2018 RFP for appraisal services. Motion carried (5-0)

**Discussion and possible action on Dane-Vienna Fire District Contract:** Village of Dane reviewed the contract at their board meeting on June 13<sup>th</sup>. There were some discrepancies in the language so the Village Clerk is going to make some corrections and submit it to our office for further review. This should be ready for review and possible action at our second meeting in July. Motion by Ruegsegger, second by Rupp to table the Dane-Vienna Fire District contract. Motion carried (5-0)

**Discussion and possible action on Purchase of 1-Ton Pick-up Truck:** Clark informed the board that the Equipment Advisory Committee met on June 15<sup>th</sup> to review the additional quotes received since their last meeting. There were three quotes for trucks and two quotes for the equipment packages. Madison Truck Equipment and Burke Truck Equipment provided two sets of quotes. One set for an electric pump and one set for as hydraulic pump. Rupp stated the electric pump was less expensive upfront but more costly to replace since it sits under the hood and is belt driven. The hydraulic pump is run off the transmission and more reliable for use. Ruegsegger asked it the extra cost to go with a hydraulic pump was worth it. Rupp stated it was since the electric pump is very expensive to replace if something goes wrong. Endres inquired about the International full size plow truck since this new truck would be equipped with a plow. Discussion followed. It was agreed to keep the International full size plow truck until the new truck is received and used for one winter season. Motion by Rupp, second by Ruegsegger to purchase a Ford 550 1-Ton truck from Bell Motors and the hydraulic pump and plow package from Burke Truck Equipment and revisit the sale of the International full size plow truck next summer. Motion carried (5-0)

**Discussion and possible action on Meek Road Culverts:** Quotes were provided to replace three culverts on Meek Road in the fall this year for next year's road construction project. The total cost would be \$2,077.20 not including labor. Motion by Rupp, second by Ruegsegger to approve purchasing the Meek Road culverts at a cost of \$2,022.20 this year. Motion carried (5-0)

**Operator's Licenses:** Reviewed during Liquor License renewals.

**Town Supervisor Reports:** Supervisor Ruegsegger meeting with Dane-Vienna Fire District is scheduled for Monday, June 26<sup>th</sup>. Supervisor Rupp attended the Plan Commission meeting on June 12<sup>th</sup>. Chairman Breggeman's meeting with DeForest Senior Center was Tuesday, June 13<sup>th</sup>. The Executive Director of the Senior Center retired June 13<sup>th</sup>. Supervisor Ingalls meeting with Waunakee EMS was Thursday, June 8<sup>th</sup>. Waunakee EMS is received a full evaluation on their facility's HVAC system from NAMI comfort systems. Supervisor Endres meeting with Waunakee Fire is scheduled for June 26<sup>th</sup>.

**Town Clerks Report:** Report copies of financials, Budget to Actual, through end of May were provided, including the full time staff reports of vacation, comp and sick time. Clark updated the board about an ongoing collection issue for repair of a private sewer line. The resident disputes the cost of the repair and requested the town split the cost. This work was performed at the end of March and a letter with several options for payments was mailed upon receipt of the bill for the repair services. The board suggested sending another letter with the decision not to split the costs. This will be put on the next agenda for discussion and possible action. Last, the Director of the Deforest Windsor Chamber of Commerce resigned and his last day is July 5<sup>th</sup>.

**Review and authorize payments of current town and utility bills, wages and expenses:** Motion by Ruegsegger, second by Rupp to approve the bills as stated and pay the current town bills as submitted in the amount of \$26,912.63; Payroll \$4,681.22; Town Bills \$20,495.03; Utility 1 \$980.80 and Utility 2 \$755.58. Motion carried (5-0).

**Adjourn:** Motion by Rupp, second by Ruegsegger to adjourn. Meeting adjourned at 8:20 p.m.

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

**Note:** These draft minutes are subject to approval at the July 5 Town Board Meeting.

## **Vienna Town Board Meeting Agenda Wednesday July 5, 2017**

The Vienna Town Board will meet on Wednesday, July 5, 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 June 19, 2017 Board meeting

Discussion and possible action on Repair of Sewer Lateral

Operator's License

Town Supervisor Reports

Town Clerk's Report

    Update on Road Projects

    Update on GIS System

    Treasurer Certification July 9-14

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

Adjourn