



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

May, 2017
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Open Book/Board of Review Dates

The Town of Vienna dates for this years Open Book and Board of Review have not been scheduled by the assessor. However, looking back on prior years, the Open Book is usually held at the end of May and Board of Review held in early June. Property owners are strongly encouraged to attend the Open Book session where the Town Assessor will be present. If you have questions about your property assessment, this is the time to discuss it with the assessor. 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. Please continue to check our website or local newspapers for the scheduled dates.

Town Road Work

Spring and summer mean road work, and we will have our share. Plans for the town include the normal crack filling which has already started in April. Sealcoating of 5.5 miles of roads is scheduled to begin in May. This includes Hahn Road from Madigan to Patton, Cuba Valley from Patton to County Road I, Norway Grove School Patton to County Road I and WIBU from County Road V to County Road DM. We will be reconstructing a section of Hickory Lane, starting just south of Cake Parkway to south of Daley. Also there will be wedging along Hahn Road, between 100 Mile Grove Road to Clemens Road. Requests for Sealcoating bids have been published are being awarded at May 1st Town Board meeting. Bid for the reconstruction project have been submitted to the newspapers for publication and will be awarded at the May 15th Town Board meeting.

Annual Meeting Minutes

The draft minutes of the 2017 Annual Meeting are included in this newsletter. They are located after the April 3rd regular board meeting minutes. As part of the meeting, 2016 Financials were presented by Johnson & Block Accounting. Financial report copies can be found in the Town Hall vestibule if anyone would like one.

April Election Results

The April 4th Spring Election results for all candidates can be found on our website by selecting the Election tab. Congratulations are in order for our town officials: Chairman Lonnie Breggeman, Supervisor I Steve Ruegsegger, Supervisor II Karen Ingalls and Town Treasurer Nicole Roessler.

Recycling Event a Success

The Electronics Recycling event on April 8th was a success! We received enough material to fill two 20-yard dumpsters. Advanced Disposal contracts with a company in Janesville that recycles the items. We had participation from about 75 households in the town. Thank you to everyone that stopped by for disposing of your electronics properly.

Payne & Dolan Night Shifts

Payne & Dolan Quarry will begin asphalt plant operations outside of normal hours from mid-May to mid-July with an approximate 20-25 nights of work. Payne & Dolan were successful in acquiring WisDOT work for the 2017 construction season. A request for this night work was approved at the last Town Board meeting.

Announcing our New Website Design

If you have not visited our website recently, you should! This project has been in the works since the new year began. Deputy Clerk, Wendy Stoeckler has been working diligently on this project, gathering new information, pictures and design changes to provide customers with more information and resources, including quick links to our neighboring areas. This new version just went live April 10th and is still undergoing some enhancements. We plan to add some historical documentation and pictures of the town when it was first established and reflect the growth and changes that have taken place over time.

Town of Vienna Board Minutes April 3, 2017

The regular meeting was called to order at 7:00 p.m. by Chairman Breggeman. Supervisors Gary Endres, Karen Ingalls, Ron Rupp, Steve Ruegsegger. Also present Clerk Kathy Clark and Resident Jim Koltes.

Pledge of Allegiance was recited.

Public Comment: None

Approval of Minutes: Motion made by Ruegsegger, second by Rupp to approve the minutes of March 20, 2017 town board meeting. Motion carried (5-0)

Discussion and possible action on Town Road Sealcoating and Road Reconstruction Bids: Clark provided a copy of a map that identified the roads and distance for this year's sealcoating. If the board had no questions, the bid request will publish in the next two weeks and bids could be opened at the May 1st board meeting. Snyder and Associates will work with Benson on the Hickory Lane Road reconstruction project. Ruegsegger asked if there would be any filling in pot holes in the road. Rupp informed the board that Benson is going to fill them with recycled asphalt until the project begins. Motion by Rupp, second by Ruegsegger to move forward with publishing bid requests for the 2017 sealcoating and road reconstruction projects. Motion carried (5-0)

Discussion and possible action on an application for a Fireworks permit-Uncle Bucks Fireworks: Clark stated that this application appeared to be an annual request and asked if there was any issues or concerns in the past and there were none. Rupp asked where the sale tent was going to be set up and Breggeman confirmed it was by the Pink Elephant. Motion by Endres, second by Rupp to approve application for Fireworks permit-Uncle Bucks Fireworks. Motion carried (5-0)

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

Town Supervisor Reports: Supervisor Ruegsegger meeting with Dane-Vienna Fire District was last Monday, March 27th. Endres also attended to explain why Vienna wanted a 5 member Fire District board. No action was taken so Ruegsegger said it will have to wait for the next meeting to see what decision is made. The Fire District members plan to discuss this with their boards for feedback. Endres stated that he thought they understood Vienna's concern and that no one is happy about still working with a 1961 agreement. The possible purchase of a new truck is another reason the new contract is needed. Supervisor Rupp will attend the Plan Commission meeting on April 10th. Chairman Breggemans meeting with DeForest Senior Center is next Tuesday, April 11th. Supervisor Ingalls meeting with Waunakee EMS is next Thursday, April 13th. Supervisor Endres meeting with Waunakee Fire was scheduled for March 27th but Endres attended the Dane-Vienna Fire District meeting with Ruegsegger instead. Waunakee Fire has requested the board review some changes made to the burn ordinance at the next meeting.

Town Clerks Report: Clark presented the board with a copy of the Vienna Tourism Commission budget to actual report. Clark is also looking into filing for a tax exempt status. The brush site attendant position was published in the Deforest Times, Hometown Shopper and the Hometown Advertiser. Total cost was \$92 and one application has been received. Per the board's request Clark requested three quotes for lawn maintenance service. These quotes were compared to the cost of a 30 hour a week summer time position, for informational purposes only.

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 \$29,171.31; Payroll \$4,601.89; Town Bills \$24,066.81; Utility 1 \$452.44 and Utility 2 \$50.17. 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 April 18, 2017 Town Board Meeting.

Town of Vienna Annual Meeting Minutes Tuesday April 18, 2017

The 168th Annual Town Meeting was called to order at 7:00 pm by Chairman Breggeman. Supervisors Gary Endres, Karen Ingalls, Ron Rupp, Steve Ruegsegger. Also present Clerk Kathy Clark, Supervisor Scott Benson, Treasurer, and Nikki Roessler, Johnson Block, Keven Krynski and Residents Shawn Haney, Kristi and Clint Shotwell, Harold Rupp.

Pledge of Allegiance was recited.

Public Comment: None

Approval of Minutes: Motion by Rupp, second by Ruegsegger to approve the minutes of the April 19, 2016 Annual Meeting. Motion carried (5-0)

Financial Report for Town and Utility Districts: Kevin from Johnson Block presented a summary report on the Town and both Utility Districts finances. Financial statements were handed out along with provided to members reflecting the balance sheet, sources of revenue and debt and the 2016 audit report. The Town is in a good financial standing, having only 11.5% General obligation debt capacity and over \$500,000 unassigned general fund balance.

Town Plan Commission Report: Clark stated the primary agenda item has been regarding a request for a conditional use permit to convert an Ag barn to a seasonal event barn. There was 3 rezone applications reviewed and approved during the past year.

Town Equipment Committee Report: Rupp scheduled a meeting earlier in the month to discuss the status of the equipment. It was decided that the 2006 1 Ton Pick-up should be replaced, possibly this year, since the deck is sagging and it is starting to show some rust. The truck still has good trade in value and no money would need to be borrowed. Benson is going to look into some options and costs before the committee moves forward.

Town Chairman's Report: Chair Breggeman stated that it was good to hear that Vienna is still in good financial standing and is happy with the employees and work being performed by all.

Town Clerk's Report: Road Condition Report- Benson reported on the road conditions in Vienna. The plan for 2017 is to complete reconstruction on a section of Hickory Lane and Wedging along Hahn Road. Seal coating bids are out and will be opened at the May 1 board meeting.

Proposed Open Book and Board of Review dates- Clark reported that a request to Gardiner Appraisal was emailed for this information on April 10th and to date, no response has been received. Clark will follow up again but with the services being provided, requested permission to start an RFP for 2018 services.

Old Business: None

New Business: The date of the 2018 Annual Town Meeting is April 17, 2018.

Introduction of the new Town officials that were elected on April 4, 2017 – Chairman Breggeman, Treasurer Roessler, Supervisors Ruegsegger and Ingalls were all re-elected for another 2 year term. Oath of offices was performed prior to the meeting.

Adjourn: Motion by Rupp, second by Ruegsegger to adjourn. The Annual meeting was adjourned at 7:30 pm.

Prepared by: Kathleen Clark, Clerk

Town of Vienna Board Minutes

April 18, 2017

The regular meeting was called to order at 7:30 p.m. by Chairman Breggeman. Supervisors Gary Endres, Karen Ingalls, Ron Rupp, Steve Ruegsegger. Also present Clerk Kathy Clark, Supervisor Scott Benson, Treasurer, and Nikki Roessler, Payne & Dolan Ethan Courter and Todd Buth and Residents Shawn Haney, Kristi and Clint Shotwell, Harold Rupp. Pledge of allegiance was recited.

Public Comment: None

Approval of Minutes: Motion made by Ruegsegger, second by Ingalls to approve the minutes of March 20, 2017 town board meeting. Motion carried (5-0)

Discussion and possible action on Payne & Dolan request for nighttime asphalt plan operation: Todd Buth and Ethan Courter informed the board that per WisDOT contracts, some night work will be required. This will begin in mid-May and go mid-July with approximate of 20-25 nights of work. Motion by Rupp, second by Ingalls to approve Payne & Dolan asphalt request for night time asphalt operation. Motion carried (5-0)

Discussion and possible action on Waunakee Fire District proposed changes to the Burn Ordinance: Clark reviewed this with Attorney Mitby before presenting it to the board. Waunakee requested adding language to allow charging residents for responding to unauthorized burning. Mitby would like to review the other two fire contracts to ensure this ordinance or policy is for all three departments. Motion by Endres, second by Ingalls to approve Waunakee Fire District proposed changes to the Burn Ordinance with legal counsel review. Motion carried (5-0)

Discussion and possible action on Shotwell Conditional Use Permit for an Event Barn: Clark informed the board that this request started review by the plan commission in December and during the last five months has been modified from year round to seasonal. In February, Nancy Mistle with the Department of Administration attended the Plan Commission meeting to provide information on the status of event barns across the state. There is state legislation that is currently proposed to require guidelines for future business proposal. Dane county is also working on a policy to impose controls. The Shotwell's informed the board of their architectural plans and ideas. Haney raised concern with safety issues based on the location. Discussion followed. Motion by Ingalls, second by Ruegsegger to recommend approval of the Shotwell Conditional Use Permit for an Event Barn to the ETZ Committee with the following conditions; Alcohol sales is strictly prohibited without a valid license or permit as provided in Chapter 125, Wis. Stats; property owner is required to obtain an Operator's License through the Town of Vienna; music be moved inside the building after 10pm; all guests/services exit the property by 11pm; outdoor lighting near entrance to driveway; ADA compliant restrooms installed; no parking in the public right-of-way; fencing along quarry wall near parking area; meet Dane County Type C permit requirements and add pavement markings to first 100' of driveway to direct traffic safely in and out of driveway. Motion carried (4-1)

Appointment of Plan Commission Members: Chairman Breggeman appointed Jerry Marx as Plan Commission Chair, Cathleen Heath and Jim Koch as commission members for a 3 year term. Motion by Ruegsegger, second by Rupp to approve appointments for a 3 year term. Motion carried (5-0)

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

Town Supervisor Reports: Supervisor Ruegsegger meeting with Dane-Vienna Fire District is scheduled for Monday, April 24th. Supervisor Rupp attended the Plan Commission meeting on Monday, April 10th.

Chairman Bridgeman's meeting with DeForest Senior Center was Tuesday, April 11th. On April 20th, there is a recognition luncheon for volunteers that Clark will attend in his place. Supervisor Ingalls meeting with Waunakee EMS was Thursday, April 13th. Supervisor Endres meeting with Waunakee Fire District meeting is scheduled for Monday, April 24th.

Town Clerks Report: Clark informed the board that on April 12th she met with Benson and Anderson from Snyder and Associates to discuss the proposed Road Reconstruction project for Hickory Lane and wedging on Hahn Road. Anderson will prepare bid documents so request can be published. Also, the electronic recycling program held on April 8th was a huge success. A second dumpster had to be delivered for the overload of items taken in. The second week in May is recognition of Wisconsin Clerks and it is encouraged that municipalities sign a proclamation regarding this.

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 \$39,854.09; Payroll \$19,048.01; Town Bills \$18,997.43 and Utility 2 \$1,808.65. No bills for Utility 1. Motion carried (5-0).

Convene into closed session pursuant to Wis. Stat. § 19.85(1)(c) considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility: Motion to Convene into closed session pursuant to Wis. Stat. § 9.85(1)(c) considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility. Roll call vote: Ruegsegger-aye, Rupp-aye, Breggeman-aye, Ingalls-aye, Endres-aye. Motion carried.

Reconvene to open session and take possible action: Motion to reconvene to open session and take possible action. Motion by Ruegsegger, second by Ingalls to hire applicant Aaron Rupp for the Brush Site Attendant position. Motion carried (4-0) Supervisor Rupp abstained from vote.

Adjourn: Motion by Rupp, second by Ruegsegger to adjourn. Meeting adjourned at 8:50 p.m.

Prepared by: Kathleen Clark, Town Clerk

Note: These draft minutes are subject to approval at the May 1, 2017 Town Board Meeting.

Some Final Notes and Reminders

*The office will be closed Friday, May 19th and Monday, May 29th in observation of Memorial Day.

*Starting May 1st, MGE will be installing natural gas lines throughout the town. Also starting May 1st, TDS will be installing underground fiber along Easy Street.

*It is that time of year when tractors are driving in and out of their fields. With so much rain, the fields are very wet and tracks of mud may build up onto the roads. Please make an effort to clean the mud tracks, when excessive, to keep roads safe. Drivers, please be understanding.

*Wheeler Park shelter can be reserved for special events and electricity is available. To reserve this shelter, a signed request form needs to be filled out and a key will be provided to access the electrical box. This form can be found on our website or at Town Hall.

*Just a nice reminder that while walking dogs through the parks, please be sure to clean up after them for the benefit of the children playing and the workers while mowing.

*Our Town Patrolmen are making every effort to patch the roads and make it safe for all drivers. We appreciate your patience and understanding during this time of year.

Vienna Town Board Meeting Agenda Monday, May 1, 2017

The Vienna Town Board will meet on Monday, May 1, 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:

Call the Town Board meeting to order

Recite the Pledge of Allegiance

Public comment

Approve or amend the minutes of the April 18, 2017 Board meeting

Discussion and possible action on Draft Ordinance for Event Barns

Discussion and possible action on Chip and Seal Coating Bids

Discussion and possible action on the Purchase of Surveying Equipment

Discussion and possible action on the Purchase of New Laptop

Operator's License

Town Supervisor Reports

Town Clerk's Report

 Nature Valley Conservancy Lots

 TDS and MGE Projects

 Residential Property Line Dispute

 Bank Signature Cards (money market)

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

Adjourn