



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

November, 2016
Volume 2016-17, No. 7

Annual Budget Meeting

The Annual Town Budget Meeting of the Electors will be held on Monday, November 21, 2016 at 7 PM at the Town Hall. The regular Town Board meeting will follow the budget meeting. A summary of the major budget categories will be published in the DeForest and Waunakee newspapers on November 17, 2016. It will also be posted at the Town Hall.

Utility District Meetings

The Utility District 2 Annual Meeting will be held on Monday, November 21, 2016 at 6:30 P.M. prior to the Annual Budget 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 5, 2016 at 6:30 P.M. prior to the regular board meeting. Utility District # 1 is comprised of the business district at County Highway V and Interstate 39/90/94.

Election Day November 8th

The big election has arrived! For this election, there are two ballots. One is for residents in the Lodi School District with a referendum. The other is for residents in the Waunakee, DeForest and Poynette School Districts. The polls will open at 7 am and will stay open until 8 pm. Just a reminder, in order to register prior to or on the day of election, proof of residency must be provided. A current bank statement, utility bill or drivers license are acceptable. Also, voter ID is in effect. Voters will need to present a current ID to absentee vote or vote on election day. The last day to absentee vote in the Clerks office is Friday, November 4th and the office will be open until 5pm for that. We anticipate a large turnout so we are asking voters to keep the lines moving so others can get their ballots cast too. We can always use more help with future elections. If you are interested in being an election worker, please contact the Town Office at 846-3800 or by E-mail at tovclerk@centurytel.net by December 5th. Additional election information can be found on our website.

Town Positions Up For Election

On April 4, 2017 the following town positions will be up for election: Town Chairman, Supervisor I and Supervisor II and Treasurer. The current officials serving these positions are: Lonnie Breggeman, Steve Ruegsegger, Karen Ingalls and Nicole Roessler. The first day to circulate nomination papers is December 5, 2016. Completed papers must be turned in to the Town Clerk's office by 5:00 P.M. on Tuesday, January 3, 2017. 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.

Trash/Recycling

The yearly fee for trash/recycling will increase by \$8 for 2017, from \$236 to \$244. A calendar showing the 2017 trash/recycling collection dates has been posted on the town website under the Trash/Recycling/Brush Site tab. Copies will be available at the Town Hall in December at tax time. A reminder that if you have large items that will not fit in your trash container, call Advanced Disposal at 608-251-7878 to make arrangements for collection.

Daylight Savings Time

A reminder to turn your clocks **back** one hour on Sunday November 6th. 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 Office Closed

The Town Office will be closed on the morning of Wednesday, November 9th to bring the election results to Dane County Municipal office. We will also be closed on November 24th and 25th for Thanksgiving.

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 19th. We must wait until our budget is approved at the Annual budget meeting November 21st along with the information we receive from Dane County and all four school districts. When we have all of the information 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.

Town of Vienna Board Meeting Minutes Monday, October 3, 2016

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

Pledge of Allegiance was recited.

Motion made by Rupp to approve the minutes of September 19, 2016 town board meeting. Seconded by Ruegsegger. Motion carried (5-0).

Public Comment: None

Discussion and possible action on GLS Utility Contract: Clark provided an analysis of charges incurred for locates performed in prior years. The cost in 2014 was \$162 and in 2015 it was \$108.00. The cost for 2016 is \$1,680.00 but this is due to Truck Country, a large commercial development and DeForest Walk Path projects. This is an unusual year for locates due to the amount of building and construction. Clark discussed this with Scott Benson who pointed out the annual cost of \$900 a year was more than an average total costs of prior years. This does not include the per hour costs and the proposed contract is for a minimum of 3 years. Once the two projects are completed, the volume will go back to mostly residential and there is only a few lots left for that. Based on these finding, it was recommended that the board not approve the contract. Ruegsegger inquired about future projects and discussion followed. Motion made by Rupp to deny approval of the GLS Utility Contract Seconded by Ruegsegger. Motion carried (5-0).

Discussion and possible action on Upgrading Towns Website: Clark referenced a brief memo submitted to the board by Deputy Clerk, Stoeckler, pointing out the benefits of upgrading the website. Samples of other municipal websites were included for board review.

Samples of other municipal websites were included for board review. Clark informed the board that the annual maintenance fee would not change and the one time cost for the upgrade can be deferred for payment to the 2017 budget. Stoeckler is familiar with this version and would like to upgrade. Clark informed the board of the difficulties working with the current version and the time involved to update the site on a regular basis. Ruegsegger also noted that certain aspects of the website were difficult to work with. The upgrade would allow more space for pictures and documents. At some point in the future, this upgrade would be needed to keep current with Web Designs software versions in place. Both Ruegsegger and Clark supported the upgrade for the town. Endres asked about the annual fee and Clark confirmed this would not change. Motion made by Ruegsegger to approve the \$529 cost to upgrade to version 5 to be included in the 2017 budget next year. Seconded by Rupp. Motion carried (5-0).

Operator's Licenses: None

Town Supervisor Reports: Supervisor Ruegsegger had the Dane Fire meeting last Monday. The agreement is still being reviewed by the two town lawyers. Supervisor Rupp stated the DeForest Fire/EMS meeting is next Tuesday, October 11th. Chairman Breggeman stated DeForest Senior Center meeting is next Tuesday, October 11th. Supervisor Ingalls stated the Waunakee EMS meeting is next Thursday, October 13th. Supervisor Endres attended the Waunakee Fire meeting last week and the budget is set. The 2017 budget was up by about \$3 to \$4,000 but the Vienna portion went down.

Town Clerks Report: Clark informed the board that 2017 budgets are being worked on. Mid-year comparable have been entered and by next meeting, a review of the proposed 2017 budget should be discussed. The board agreed to meet on October 17th at 6pm, prior to the regular board meeting. The Madigan road repair was completed last Friday by Payne & Dolan and Shea will pay the costs for the work performed. A resident stopped in to express concern with the drop off from the new culvert replaced on Rauls property and suggested guard rails be put up for safety. Benson informed the resident it is private property and not up to the town. Clark will contact Rauls to inform them of the neighbor's concerns. The Village of Waunakee and DeForest have requested a meeting with Clark and Breggeman to discuss comprehensive plan and new development plans. Clark informed the board that Plan Commission Greg Smithback will have his last meeting October 10th and will be presented by Breggeman, on behalf of the town, with a recognition award for his years of service.

Clark requested feedback from the board regarding performance. Breggeman suggested any future costs for projects should be supported with budget information.

Motion by Ruegsegger, seconded by Rupp to pay current town bills in the amount of \$58,344.13; Payroll, \$14,884.83, Town Bills \$42,854.86, Utility 1 = \$461.79 and Utility 2 = \$142.85. Motion carried (5-0).

Motion to adjourn made by Endres, seconded by Ruegsegger. Meeting adjourned at 7:30 p.m.

Prepared by: Kathleen Clark, Town Clerk

Note: These draft minutes are subject to approval at the October 17, 2016 Town Board Meeting.

Town of Vienna Board Meeting Minutes Monday, October 17, 2016

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

Pledge of Allegiance was cited.

Motion made by Rupp to approve the minutes of October 3, 2016 town board meeting. Seconded by Ruegsegger. Motion carried (5-0).

Public Comment: None

Discussion and action on Plan Commission appointment: Plan commission recommended approval of Jim Koch to fill the vacancy of Chair, Greg Smithback until April, 2017, when the term is up for reappointment. Koch was appreciative of the opportunity to become a member of the commission. As a lifetime resident, Koch is happy with the town's development and has participated in Smart Growth meetings. Motion made by Rupp to appoint Jim Koch to the Plan Commission for term to expire in April, 2017. Seconded by Ruegsegger. Motion carried (5-0).

Discussion on Budget Status: Clerk asked if the board would like to meet again to review the budget revisions. It was agreed to email the updates and revisions for the board to review. The Annual Budget meeting will be held on November 21, 2016 at 6pm before the regular board meeting at 7pm.

Operator's Licenses: None

Town Supervisor Reports: Supervisor Ruegsegger informed the board that due to Halloween, the Dane-Vienna Fire meeting has been moved to Monday, October 24th.

Supervisor Rupp attended the DeForest Fire/EMS meeting on Tuesday, October 11th. The department has been busy; 156 calls took place in the last month. Rupp provided a copy of the draft budget and the board would like approval by November 16, 2016. The proposal for the services would go up 2-3% a year, with a 5 member board. The department received a grant from DNR for equipment. The full time opening is down to 4 final candidates. Endres asked how the fee for DeForest was determined. Rupp said it was based on the equalized value, the percentage of equipment we own and other factors. Chairman Breggeman attended DeForest Senior Center meeting on Tuesday, October 11th. The budget was approved and it went down from the previous year. Supervisor Ingalls attended the Waunakee EMS meeting Thursday, October 13th where they approved the budget. Supervisor Endres will attend the Waunakee Fire meeting at the end of the month. The 2017 budget is almost complete and the Vienna portion went down about 1.2%. Discussion on how the calls for each fire department are tracked followed.

Town Clerks Report: Clark informed the board that the QuickBooks training went well and has been very helpful while working on budgets. Annual invoices for quarry agreements will be mailed out tomorrow. The board approved the road projects suggested by Scott Benson. Clark informed the board that the County will be replacing culverts along County Road I and south of DM. Rupp will contact Benson to discuss other roads in need of repair. Ingalls requested a warning sign for a bus stop location, to slow down the traffic. Clark asked about DaneCom and reprogramming the radios. Rupp informed the board that the county highway department is live on DaneCom, using it and its working good. Municipalities are scheduled to go live November 1st.

Motion by Endres, seconded by Ruegsegger to pay current town bills in the amount of \$49,573.69; Payroll, \$6,505.02, Town Bills, \$42,740.93, Utility 1, \$259.14 and Utility 2, \$68.60. Motion carried (5-0).

Motion to adjourn made by Endres, seconded by Ruegsegger. Meeting adjourned at 7:37 p.m.

Prepared by: Kathleen Clark, Town Clerk

Note: These draft minutes are subject to approval at the November 7, 2016 Town Board Meeting.

Vienna Town Board Meeting Agenda Monday, November 7, 2016

The Vienna Town Board will meet on Monday, November 7, 2016 at 7:00 P.M. in the Town Hall, located at 7161 County Highway I, DeForest, WI. The agenda for that meeting includes the following:

- Call the regular Town Board meeting to order
- Recite the Pledge of Allegiance
- Approve or amend the minutes of the October 17, 2016 regular board meeting and October 17, 2016 working budget meeting.
- Public comment.
- Approval of the new Dane Vienna Fire Chief, Denman Breunig
- Operator's Licenses.
- Town Supervisor Reports
- Town Clerk's Report
- Review and authorize payments of current town and utility bills, wages and expenses.
- Convene into closed session pursuant to Wis. Stat. § 19.85(1)(c) to considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility.
- Motion to return to open session and take possible action
- Adjourn