



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

July, 2022

Real Estate Tax Payments

The second installment of property tax is due Sunday, July 31, 2022. This installment payment should be made out to Dane County Treasurer and mailed their office at P.O. Box 1299, Madison, WI 53701. We cannot accept or process the second installment payments at our office. Payments can also be made online on Dane County's website. You should have received a reminder notice by now from the Dane County Treasurer. If you haven't and need to look up the amount of what you owe, you can log onto Access Dane at www.accessdane.countyofdane.com website and look up your tax information. There is also a link on this for making your payment online. If you do not have computer access, feel free to contact the office and we will assist you with that information.

August Partisan Primary

The 2022 Fall Partisan Primary will be held on August 9, 2022 in preparation for the November General election. The offices up for election include State Governor, Lieutenant Governor, Attorney General, Secretary of State, State Treasurer and State Senators and Representatives. The anticipated turn out for this election is 80% due to the offices involved. If you are registered to vote Absentee, ballots were mailed out June 23rd. If you are not registered to vote, you can do that anytime between now until the election. Forms are available online or in the entranceway of town hall. The use of the drop box is still unclear and to avoid any issues, the Town is asking that you mail back your absentee ballot or drop it off in person at the office anytime during normal business hours.

Scams for Storm Damage Repairs

DATCP Recommends Consumers Use Caution When Contracting for Storm Damage Repairs. The recent severe weather in Wisconsin resulted in damage to homes and businesses throughout the state, and additional storms are expected. The Wisconsin Department of Agriculture, Trade and Consumer Protection (DATCP) urges consumers with property damage to use caution when interacting with unfamiliar or traveling crews that show up in the aftermath of a storm. DATCP recommends consumers use trusted resources such as friends, neighbors, and insurance agents for contractor referrals. Consumers can also contact DATCP's Wisconsin Consumer Protection Hotline at (800) 422-7128 to check for complaints against a business before signing a contract.

Office Hours

The office and public works department will be closed Monday, July 4th in recognition of Independence Day. Regular hours will resume on Tuesday, July 5th. This will also be the night of the first town board meeting for July which is usually scheduled for the first Monday of each month. The meeting will begin at 7pm on Tuesday night.

Chip Sealing Begins in July

Bids for this year's work have a due date of June 27th but will be reviewed and approved at the July 5th Regular Board Meeting. Roads include Dunroven Rd, from CR DM to Meek, Hahn Rd, Morrisonville to CR I, Patton Rd, CR V to Cuba Valley, Meek Rd Smokey Hollow west half mile and Hickory Ln. Kelly Lane is a project that will require double seal treatment.

Brush Site Hours for July

The brush site will be open on the following dates and times. Saturday, July 2nd from 9AM to 2PM and Wednesday, July 6th from 4PM to 7PM. It will be open again on Saturday, July 16th from 9AM to 2PM and Wednesday, July 20th from 4PM to 7PM. Also, the key is available at the office during regular office hours Monday – Friday, 8AM to 4PM. If you have a large project and need to use the key on a weekend that the brush site is closed, you can sign out a key to use. A form is completed in the office to track the key use and know who used it last.

Town of Vienna Plan Commission Minutes Monday, May 9, 2022

The Town of Vienna Plan Commission meeting was called to order on Monday, May 9, 2022 at 7:00 PM by Chair Brian Meinholz. Commissioner Todd Mallon, Steve Herbrand and Clerk Kathy Clark were present. Commissioner Jim Koch joined via zoom. Residents Molly & Diane Rake, Zach Koenig and Jerry Marx were present. Commissioner Cate Heath was excused.

Recite the Pledge of Allegiance

Public comment: None

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

Discussion and possible recommendation on Rake Split – Parcel #0909-282-9501-0:

Molly Arrand Rake provided some history on their family farm. Diane Rake and her husband Tom bought this property from the Kipley Farm in 1987 where they built a house and raised hogs on the farm. They both were very active in the community and planned to have one of the children take on the farm in the future. Molly explained once their dad passed, it was important to keep the business going, which is the plan for Molly and her husband. They would like to build a home on the remaining 37.4 acres, a separate parcel from the existing home, with tillable land that is still leased out. An overhead view of the land was pulled up to show the existing farm today. The issue remains that the existing farm has no further splits and/or not enough acreage to create a buildable lot via rezoning. Discussion with neighboring landowners for land has been pursued with no resolution. Discussion followed. The Rakes expressed that at the time the land was purchased, the future split was discussed as an additional building spot for one of the children. Clark was unable to find any notes in this regard. Koch was concerned by allowing this request, it would set precedence for future splits. Clark was directed to continue researching and bring back findings to the next meeting. Motion by Mallon, second by Herbrand to table this item until more information can be provided. Motion carried (4-0)

Discussion and possible recommendation on Kaltenberg Split- Parcel #0909-343-8500-9:

Daniel & Jacklyn Kaltenberg filed an application to create a residential lot for their daughter and son-in-law, Jordan & Zach Koenig on Patton Rd near Easy St. Koenig met with Marx to judge the location of the driveway for sight and distance from the crest in the hill. The house will be constructed near the Payne & Dolan Quarry, which they are aware of. The owners have enough acreage to meet the 1/75 town policy. The remaining land would be deed restricted and no further splits could occur. Motion by Mallon, second by Koch to recommend approval of application to create a parcel. Motion carried (4-0)

Discussion on the Town Comprehensive Plan update:

Clark informed the board that the Town Comprehensive plan was adopted in 2012 and needs updating. A preliminary plan will be drafted by the Town Engineer and eventually a committee will be formed.

Adjourn: Motion by Herbrand, second by Koch to adjourn. Meeting was adjourned at 7:56 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 June 6, 2022

The regular meeting was called to order on Monday, June 6, 2022 at 7:07pm by Chair Jerry Marx. Supervisors Gary Endres, Sherri Meinholz, Tim Hoege, Steve Ruegsegger, PW Supervisor Scott Benson and Clerk Kathy Clark were present. Also present was Jeffrey, Tri-County Terry Wenger, Michels Road & Stone Representatives, Resident Laverne Wipperfurth and Dakota Cable.

Pledge of Allegiance was recited

Public Comment: Jeffrey informed the board that he grew up on a farm of his interest in raising egg laying hens and growing food year round. He is looking for someone that may have a business similar to this or a few acres of land to pursue his interest. The board directed him to contact a realtor for land available to raise hens.

Update on Tri County Paving Projects: Wegner with Tri County has a few contracts with the state that will require a portable concrete plant. Michels will be operating one out of the Breggemen Quarry which does include night work along the interstate. This will also include the Highway 60 project that will mostly take place during the day. Another portable concrete plant will be set up at Norway Grove Clean site for a separate contract that Tri County. Wegner mentioned the County Highway V construction scheduled for this year should include turn lanes on both sides at Schumacher Road due to the volume and speed of traffic. Clark will follow up on this with the county and request this be considered in the project.

Approval of Minutes: Motion by Ruegsegger, second by Meinholz to approve the minutes for the May 16, 2022 town board meeting. Motion carried (5-0).

Discussion and possible action on 2022 Road Bids:

Road bids were due and received on May 26th at 10am. Payne and Dolan came in as the lowest bidder. Clark explained the bids came in higher in cost than we budgeted for but Roessler will review fund balances for the next meeting. Endres questioned the Kelley Lane work and whether that should still be completed this year. Marx stated the culvert has been replaced and this project has been discussed the last few years. Clark was directed to talk with Kelley. Motion by Endres, second by Meinholz to approve the 2022 Road Project Bid by Payne & Dolan. Motion carried (5-0)

Discussion and possible action on 2022 Chip Sealing Bids:

The list of roads to chip seal was provided and reviewed. This will be out for bid in the next couple of weeks. Each road will be bid individually to see what costs will be involved. The budgeted amount for this year is \$105,000. Wipperfurth stated Norway Grove Rd has only been treated once in the last 40 years. Motion by Hoege, second by Ruegsegger to approve the 2022 Road Chip Sealing Bids for publication. Motion carried (5-0)

Discussion and possible action on Election Audit Finding on Accessible Entrance:

Clark reviewed the quotes received for installing a handicap accessibility door to the side entrance and the front entrance. The side door would be the least expensive and easiest enhancement for accessing the building and parking in marked spots in the lot. The front entrance will cost over double to change

doors and reconstruct the parking to the front. Hoege asked how the door is powered and Benson explained it is wireless but has batteries that hold the charge. Motion by Hoege, second by Ruegsegger to move forward on the side entrance. Motion carried (5-0)

Discussion and possible action on Kaltenberg Split -Parcel #0909-343-8500-9: Clark informed the board that the owner Dan and Jacklyn Kaltenberg is creating this lot for their daughter Jordan and husband Zach Koenig. This went to the Plan Commission for review and they recommended approval of the split. Motion by Endres, second by Meinholz to approve new lot and CSM. Motion carried (5-0)

Operator License: None

Town Supervisor Reports: Supervisor Ruegsegger meeting with the DeForest Area Senior Center is scheduled for Tuesday, June 14th. Supervisor Hoege meeting with Waunakee EMS is scheduled for Thursday, June 9th. Supervisor Meinholz meeting with Dane-Vienna Fire was held on Monday, May 23rd with no major issues discussed. The next meeting is scheduled for Monday, June 27th. Supervisor Endres meeting with Waunakee Fire Department is scheduled for Monday, June 27th.

Town Clerk's Report: New email domain for the employees is in progress. The Wisconsin Elections Commission is requiring more secure emails using the .GOV domain. Also, the interactive cemetery mapping is also in progress. Photos have been taken and now they are inserting the information associated with each plot or headstone. There is a plan commission meeting scheduled for June 13th. Last, Newman injured his knee on May 27th and had surgery on June 1st to repair the damage. Recovery will be 6-8 weeks with light duty to follow.

Review and authorize payments of current town and utility bills, wages and expenses: Motion by Ruegsegger, second by Meinholz to approve the current town bills as stated in the amount of \$37,692.64; Payroll \$22,156.56; Town Bills \$15,140.99; Utility 1 \$369.72 and Utility 2 \$25.37. Motion carried (5-0)

Adjourn: Motion by Ruegsegger, second by Meinholz to adjourn. Motion carried (5-0). Meeting adjourned at 8:05PM.

Prepared by: Kathleen Clark, Town Clerk

Note: These draft minutes are subject to approval at the June 20, 2022 Town Board Meeting

Town of Vienna Board Minutes June 20, 2022

The regular meeting was called to order on Monday, June 20, 2022 at 7:00pm by Chair Jerry Marx. Supervisors Gary Endres, Sherri Meinholz, Tim Hoege, Steve Ruegsegger, PW Supervisor Scott Benson and Clerk Kathy Clark were present. Also present was Attorney Matt Fleming and Resident Dakota Cable.

Pledge of Allegiance was recited

Public Comment: None

Approval of Minutes: Motion by Ruegsegger, second by Meinholz to approve the minutes for the June 6, 2022 town board meeting. Motion carried (5-0).

Discussion and possible action on 2022 Annual Liquor License Applications: Clark read a list of applicants that hold annual licenses along with the renewal of Operator Licenses effective July 1, 2022. The applicants are published for public review and feedback. No issues with any of the license holders were found.

Motion by Hoege, second by Endres to approve the 2022 list of annual liquor license applications as presented. Motion carried (5-0)

Discussion and possible action on Speed Limit Reductions Cuba Valley and Hickory Lane: Clark and Ruegsegger received emails from concerned residents regarding the speed limit on Hickory Lane and Cuba Valley. According to state statute, a town can lower a speed limit by 10mph without involving the WDOT as long as data is gathered to support the change. The town community deputy has offered to bring in a speed board that monitors traffic and gather information. Marx suggested lowering them both to 45mph. Ruegsegger stated Hickory Lane is already 45mph by the blind hill. Discussion followed. Motion by Hoege, second by Meinholz to monitor the two roads, gather information and bring back data to review. Motion carried (5-0)

Operator License: None

Town Supervisor Reports: Supervisor Ruegsegger meeting with the DeForest Area Senior Center was held Tuesday, June 14th. Discussion of budget and compensation took place. Supervisor Hoege meeting with Waunakee EMS was held Thursday, June 9th. Discussion of the budget and purchase of 2 new trucks took place. Supervisor Meinholz meeting with Dane-Vienna Fire was held on Monday, May 23rd with no major issues discussed. The next meeting is scheduled for Monday, June 27th. Supervisor Endres meeting with Waunakee Fire Department is scheduled for Monday, June 27th.

Town Clerk's Report: Clark informed the board that a Request for Proposal (RFP) is being worked on for trash/recycle services. The last 3 weeks the town service has had way too many missed pickups. We changed our pick up day to receive better service but it has only gotten worse. The current contract expires December 31, 2022.

Review and authorize payments of current town and utility bills, wages and expenses: Motion by Endres, second by Meinholz to approve the current town bills as stated in the amount of \$38,322.32; Payroll \$4,185.87; Town Bills \$37,832.01; Utility 1 \$373.17 and Utility 2 \$117.14. Motion carried (5-0)

Convene into Closed Session: Pursuant to Wis. Statute 19.85.1 (e) Deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session (Discuss Boundary Agreement with Village of DeForest) Motion by Endres, Second by Hoege to convene in closed session. Motion carried. Roll Call vote: Endres, yes; Meinholz, yes; Marx, yes; Hoege, yes; Ruegsegger, yes. Board convened at 7:23PM.

Reconvene to Open Session: Motion by Ruegsegger, second by Hoege to reconvene into open session. Motion carried (5-0) the board reconvened into open session at 8:41PM. No action was taken in closed session.

Adjourn: Motion by Ruegsegger, second by Hoege to adjourn. Motion carried (5-0). Meeting adjourned at 8:42PM.

Prepared by: Kathleen Clark, Town Clerk

Note: These draft minutes are subject to approval at the July 5, 2022 Town Board Meeting

Vienna Town Board Meeting Agenda Monday, July 5, 2022

The Vienna Town Board will meet on Monday, July 5, 2022 at 7:00PM 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 June 20, 2022 Town Board meeting
- Discussion and possible action on 2022 Chip Seal Coating Bids
- Discussion and possible action on 2022 Compliance Maintenance Annual Report UD 1 & 2
- Operator's License
- 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. Statute 19.85.1 (e) Deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session (Discuss Boundary Agreement with Village of DeForest)
- Reconvene to Open Session
- Adjourn