



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

January, 2015
Volume 2014-15, No. 9

Christmas Tree Collection

Advanced Disposal, Inc will be collecting Christmas Trees on Friday, January 9, 2015 and Friday, January 23, 2015. If you would like your tree picked up, you must call **Advanced Disposal at 608-251-7878**. **Let them know your address and which day you will leave it out for collection.**

Tax Collection Information/Hours/Tips

Town Treasurer Nicole Roessler will be in the office for in-person tax collection on the following dates/times in late January:

Friday, January 30, 2015 10AM-2PM, and Saturday, January 31, 2015 9AM-Noon

A drop box is available inside the Town Hall vestibule. It is accessible after office hours. If you have tax related questions during the above times, please call **608-846-3802**

Tip # 1: Escrow checks from mortgage companies must be signed by **EACH** party whose name is on the front of the check.

Tip # 2: When writing a personal check, make sure the number written in the box matches the amount written in words on the long line (legal line) of the check. The amount written in words on the legal line is what the banks will pay.

Special Assessments and Special Charges are due with the First Installment and will be taken out of payments first which could leave a portion of your taxes delinquent if enough funds have not been included to cover all Specials, plus the first installment.

Tax overpayments will be not be refunded immediately. They will be processed after all checks have cleared their respective bank(s). December overpayments will be processed at the January 19, 2015 board meeting and January overpayments will be processed on February 16, 2015 board meeting.

Mailing Tax Payments

In an effort to accommodate all taxpayers who make their first installment by January 31, 2015, we respectfully request that you **mail** your payment(s) to the Treasurer a week in advance of that deadline.

Please provide as much detail as possible on each of your tax bills/stubs or check when **mailing** your tax payments. The information should include notations for 1st installments, full payment or any combination thereof. It would also be very much appreciated if you would include a telephone number where you can be reached in the event we need to contact you for clarification.

Winter Parking

The Town of Vienna has an alternate side parking ordinance which is in effect from December 1st to April 15th each year. A copy of the ordinance is available at the Town Hall or on the website. We have had problems with cars being parked partially on the roadways in the subdivisions. This creates problems for snow removal. We encourage all residents to move their vehicles as soon as possible after a snowfall so our crews can plow the roads.

Election Filing Deadline

The filing deadline for nomination papers for the Spring 2015 election is Tuesday, January 6, 2015 at 5:00 P.M. Town positions up for election include: Town Chairman, Supervisor I, Supervisor II, Town Clerk and Town Treasurer. We currently have one person that expressed interest in the Supervisor I position being vacated by Dave Ripp. The other incumbents are planning on running for re-election. Other offices up for election include Wisconsin Supreme Court and several Dane County Circuit Court Judges. It is likely that there will be a referendum in the DeForest School District. The Spring general election will be held on Tuesday, April 7, 2015. If a primary election is needed it will be held on Tuesday, February 17, 2015. There are no fall elections in odd numbered years, so we will not have elections in August or November.

Town of Vienna Board Meeting Minutes Monday, December 1, 2014

The meeting was called to order at 7:00 P.M. by Chairman Lonnie Breggeman. Supervisors Gary Endres, Jeff Freppon, Dave Ripp, Ron Rupp and Clerk Shawn Haney were present. Also present: Don Schmidt and Jim Koltes (7:04 PM).

After the Pledge of Allegiance there was a motion by Endres, 2nd by Rupp to approve the minutes of the November 17, 2014 regular board meeting and November 18, 2014 special board meeting. All yes.

Public comment: None.

Assessor Contract – Our contract with Gardiner Appraisal is set to expire at the end of 2014. It has a 2 year renewal provision if both parties agree. Gardiner is willing to extend for 2 years. There is a new provision where farm properties must have photos taken in 2015. There is a \$600 additional fee for the photos. Because we did not know about the increase until after the 2015 budget was completed, Gardiner is willing to have the additional amount due in January 2016. Atty. Mitby had concerns about the language in the liability section. That language has been changed to address the concerns. Motion by Ripp, 2nd by Endres to approve the 2 year contract extension. All yes.

Ordinance 12-01-14 Carryout Fermented Malt Beverage Sales - Our ordinance from 03-20-06-1 was amended to allow carryout beer sales from 6 AM to 8AM. We will publish a summary in the newspaper and the whole ordinance will be posted on the website. Motion by Ripp, 2nd by Rupp to approve Ordinance 12-01-14. All yes.

Town Supervisor Reports: Supervisor Rupp reported that DeForest Fire meets this Wednesday. Supervisor Ripp reported that Dane Fire met last week but he was unable to attend. Chairman Breggeman reported that the DeForest Senior Center meets next Tuesday. Supervisor Freppon reported that Waunakee EMS meets next Thursday. Supervisor Endres reported that the Waunakee Fire ISO rating dropped from a 3 to a 4. They changed the rules on how the rates are determined. It should not have much of an impact on insurance rates. Sixty cots have been purchased in the event the fire station is used as an emergency shelter. They are checking on places to obtain 120 blankets to go with the cots. They are having a meeting of the Emergency Management Council on Monday, December 8th.

Town Clerk's Report

- Cuba Valley Road Shoulders – Tri-County did the additional shoulder work in all areas except where the houses are located. That work will be done in the Spring of 2015. All paperwork has been received and the grant reimbursement paperwork has been filed.

- Tax Bill Timeline – Tax bills are required to be mailed by Monday, December 15, 2014. We have everything we need to get the mill rate worksheet completed. We are waiting for the County Treasurer's office to give the authorization to complete and submit the worksheet. They will then print the tax bills.

- Lennox Refund – We have had a credit with Lennox for \$935 from when the new building was built. It was related to equipment that was returned. A refund was requested and the check has arrived. The money has been placed in the Town Hall account.

- Air Temperature Maintenance Proposal – We received an updated proposal from Air Temperature Services. They have reduced their price from \$576 to \$384 for each inspection. There was a suggestion about getting a quote from RG heating in Waunakee for comparison. That will be done prior to the next meeting.

- Employee Comp Time – There was discussion about allowing the patrolmen to accrue comp time for coming in early when they plow snow. It was decided to allow the accrual of comp time and we will revisit in the Spring to see how it worked. Comp time accrued in a plowing season will need to be used before November 1st of the following year.

Motion by Rupp, 2nd by Freppon to pay current town bills in the amount of \$20,479.68 (Utility 1 = \$275.97, Utility 2 = \$69.07, Payroll = \$4,395.17 and Town General = \$15,739.47 All yes.

Meeting was adjourned at 7:42 P.M.

Prepared by: Shawn Haney, Clerk

Notes: These minutes were approved at the December 15, 2014 Town Board Meeting.

Town of Vienna Board Meeting Minutes

Monday, December 15, 2014

The meeting was called to order at 7:10 P.M. by Chairman Lonnie Breggeman. Supervisors Gary Endres, Jeff Freppon, Dave Ripp, Ron Rupp and Clerk Shawn Haney were present. Also present: Jim Koltjes.

After the Pledge of Allegiance there was a motion by Rupp, 2nd by Freppon to approve the minutes of the December 1, 2014 regular board meeting. All yes.

Public comment: None.

7349 Dunroven Road – The Plan Commission recommended that the LC-1 zoning be allowed to stay on the property if 3 conditions are met. All equipment must be stored inside buildings. If the property is sold to someone other than a family member, it must be rezoned back to a zoning consistent with the residence. Town road seasonal weight restrictions must be observed. Motion by Endres, 2nd by Ripp to approve with those conditions. All yes.

5963 Cuba Valley Road – Tabled by the Plan Commission.

Room Tax Ordinance 12-15-14 – This ordinance increases the room tax from 3% to 5%. It also establishes the Vienna Tourism Commission. Names will be on the agenda for the January 5th meeting for appointment to the Tourism Commission. Motion by Freppon, 2nd by Rupp to approve Ordinance 12-15-14. All yes.

2014 Budget Resolution 12-15-14-1 - The resolution was prepared to account for revenues and expenses that were not included in the original 2014 budget. Items included revenue from the sale of surplus items, revenue from the FEMA grant, revenue from the TRID grant, a transfer of funds from the equipment fund to cover the purchase of the welder and shouldering machine, and expenses for Cuba Valley Road. It is an administrative action to true up budget lines. Motion by Ripp, 2nd by Endres to approve Budget Resolution 12-15-14-1. All yes.

Cardinal Construction Final Pay Request – The board reviewed the final pay request from Cardinal Construction in the amount of \$43,698.76. All building project related items have been completed. Motion by Rupp, 2nd by Freppon to approve the final pay request. All yes.

HVAC Maintenance Agreement – Proposals from RG Heating and Air Temperature Services were reviewed. The RG proposal detailed the services they plan on providing. Motion by Endres, 2nd by Rupp to accept the RG Heating proposal at \$285 Spring and \$550 fall. All yes.

Operator's Licenses – None.

Town Supervisor Reports: Supervisor Rupp reported that DeForest Fire met on December 3rd. They have had 1,077 calls year to date. They have received the new vehicle to be used as Car 1. Supervisor Ripp reported that Dane Fire meets December 29th. The town equipment committee met on December 11th. They looked at a

Western Star plow truck and are working on specs for a new plow truck. Chairman Breggeman reported that the DeForest Senior Center met last week. They are still working on building acquisition. Supervisor Freppon reported that Waunakee EMS ordered their two new ambulances. They may have buyers lined up for the existing ambulances. They will be advertising for a full time service director with a possible April 1, 2015 start date. The rates will likely go back up for 2016 and they will be raising ambulance service fees too. Supervisor Endres reported that Waunakee Fire meets December 29th. The Waunakee Emergency Management Council met last Monday. Waunakee Police Chief Kevin Plendl will be coordinating when the group needs to be activated, with the assistance of Village Clerk Julee Helt. They are working on an inventory of items needed in the event of an emergency.

Town Clerk's Report

- DCTA – The Dane County Towns Association met last week in Westport. One of the items on the agenda was the weight limit ordinance for Implements of Husbandry (IOH). They have suggested an ordinance for all towns to adopt. If we do not take action by January 15, 2015 we have to wait a full year. It will be placed on the agenda for the January 5, 2015 Town Board Meeting.

- Clear Horizons Update – Norm Doll from Clear Horizons called on Friday December 12th. He stated that Clear Horizons was bankrupt and would not be signing the PILOT agreement. When questioned about payment for Cuba Valley Road he said they are only paying contractual obligations and that we should speak to their lawyer in Milwaukee. That information was given to Atty. Mitby for follow up.

- Small Claims Court – The small claims action was filed against Vincent DeMarte. He was served and must provide a response to us and the court by December 30, 2014.

- Town Attorney – Attorney John Mitby has informed that he will be leaving Axley Brynerson on December 31, 2014. He will be going to Hurley, Burish and Stanton S.C.

Motion by Rupp, 2nd by Freppon to pay current town bills in the amount of \$68,495.84 (Utility 1 = \$1,734.75, Utility 2 = \$188.49, Payroll = \$4,292.27, Building Project = \$43,698.76 and Town General = \$18,581.57 All yes.

Meeting was adjourned at 7:55 P.M.

Prepared by: Shawn Haney, Clerk

Note: These draft minutes are subject to approval at the January 5, 2015 Town Board Meeting.

Vienna Town Board Meeting Agenda Monday, January 5, 2015

The Vienna Town Board will meet on Monday, January 5, 2015 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 December 15, 2014 regular board meeting.

Public comment.

Discussion and action on Implement of Husbandry Ordinance 1-5-15-1

Discussion on action on Madison Sand & Gravel letters of credit and quarry fees

Discussion and action on Sewer Connection Ordinance 1-5-15

Appointment of Town Tourism Commission Members

Operator's License(s)

Town Supervisor Reports

Town Clerk's Report

Clear Horizons update

Small Claims update

Town Hall Project final financial report

2014 Building Inspection report

DaneCom update

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

Adjourn