



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

June, 2016
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Open Book / Board of Review Dates

The Town of Vienna **OPEN BOOK** session will be held **Wednesday, June 8, 2016** from **5:00 P.M. to 7:00 P.M.** Property owners are strongly encouraged to attend the Open Book session where the Town Assessor will be present to answer questions. 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 **Wednesday, June 15, 2016** from **5:00 P.M. to 7:00 P.M.** Both will be held at the Town Hall, 7161 County Highway I

Town Office Changes

Town Clerk Chris Astrella resigned on May 5, 2016. The Town Board re-opened applications via the Wisconsin Clerks Association website and the Town website. Applications are due on May 27, 2016. During the transition time Deputy Clerk Wendy Stoeckler and Town Board Supervisor Steve Ruegsegger are staffing the office. The office will not be staffed full time during the transition. If no one is in the office, please leave a message via voicemail or E-mail and your message will be returned as soon as possible. Our goal is to have the position filled by the end of June.

ATC Payment to Town

The Town has received an Environmental Impact Fee payment from the American Transmission Company. We received a check for \$405,456.00. \$362,014.00 is a one-time fee that must be used for environmental programs unless a different use is approved by the Public Service Commission. \$43,442.00 is an annual amount that the town received that can be used for general expenditures. The town will continue to receive the \$43,442 amount in future years. At the June 6, 2016 Town Board meeting there will be a discussion about the options as to what the one-time payment can be used for. In the past we were able to use money from a past Environmental Impact Fee towards the Town Hall building project. We will need to consult with the Public Service Commission to determine what the allowable uses are.

Town Road Projects

Crack Filling Service of Cross Plains recently completed their work of filling the cracks in a variety of our town roads. In some cases cracks are filled before the roads are seal coated. In other cases the roads will be seal coated first, then crack filled next year, if necessary. The town road seal coating was awarded to Scott Construction of Lake Delton. Approx. 6 miles of road will be sealcoated.

Roads to be reconstructed 2 sections of Meek Road. One section is from Oak Lane to Madigan Road and the other section is from Smokey Hollow Road west past Dunroven Road. The bids for those projects will be let in July due to a county Town Road Improvement Grant.

Cuba Valley Road Reopened

The Interstate bridge repair has been completed and Cuba Valley Road was reopened to local traffic on Friday, May 13, 2016, one week ahead of schedule. Additional repairs may be done on the bridge at a future time after the Interstate Corridor Study has been completed. Wisconsin DOT is studying the feasibility of adding an additional lane in each direction from Madison to Portage. If it occurs, construction would likely not be started for several more years. Once the study has been completed we may receive additional information about the replacement of the County DM bridge over I39/90/94. That project has been delayed due to the study.

Town Board Meeting Minutes
Town of Vienna
Thursday May 5, 2016

The meeting for May 2, 2016 was not held due to the meeting notice not being posted in a timely manner. The subject material from the May 2, 2016 meeting was included on the agenda for the May 5, 2016 town board meeting.

Town chairman Lonnie Breggeman called the meeting to order at 7:00 P.M. In attendance were: Attorney John Mitby, Supervisors Gary Endres, Karen Ingalls, Steve Ruegsegger and Ron Rupp, Clerk Chris Astrella, the only public attendee was Shawn Haney.

Supervisor Rupp lead the Pledge of Allegiance.

Supervisor Rupp made a motion to approve the minutes of the April 19, 2016 town board meeting. It was seconded by Supervisor Ruegsegger and passed 5-0.

Supervisor Endres made a motion to approve the minutes of the April 14, 2016 joint meeting with Windsor. It was seconded by Supervisor Ingalls and passed 5-0.

No public comment.

At the May 2 meeting during public comment, Spencer Johnson from Payne & Dolan explained that the asphalt plant for 3-4 nights per week would be in operation. This is for a DOT project for interstate 39. This work will be completed throughout the month of May and it should be completed by the end of May weather permitting. It may run into early June if there is a stretch of wet weather.

Discussion and action for the legal posting of the town board agendas – Attorney Mitby explained that the town has not adopted an official newspaper. Publishing in a newspaper will not meet one of the legal requirements for publishing the agenda. Vienna decided several years ago that to fulfil the legal requirement, that the agenda will be posted on the town website and by the front door of the town hall. These postings need to be completed 24 hours before the meetings takes place. Many of the agendas are also published in the town newsletter The Vienna Views and also in the DeForest Times Tribune, but these are just additional postings and do not go towards fulfilling the legal requirements. For the town of Vienna to meet the legal requirements the agendas will be posted by the front door of the town hall and on the town website at least 24 hours before the meetings occur. Supervisor Rupp made a motion to approve these locations to fulfil the legal requirements for posting the town board agendas. It was seconded by Supervisor Ruegsegger and passed 5-0.

Discussion and possible action on Resolution 2016-3 Acknowledging the DeForest Area Community and Senior Center Accreditation Accomplishment - Supervisor Ruegsegger made a motion to approve the resolution. It was seconded by Supervisor Endres and passed 5-0.

Discussion and possible action on Resolution 2016-4 for Inclusion Under the Income Continuation Insurance Plan (short and long term disability) – there has been a premium holiday since 2012 so there would be no cost to the town for town employees. To be eligible the town employee would need to also be enrolled in the retirement plan. There may not be enough interest by town employees to make this worthwhile. Will need to see what employees might be interested in enrolling in this. This item was tabled.

Operator Licenses – none.

Town Supervisor Reports – Supervisor Rupp for Deforest Fire reported that the next meeting will be Monday May 9. Supervisor Ruegsegger for Dane Fire reported that there was a meeting on Monday April 25 and the Vienna-Dane Fire agreement is complete. As soon as he receives it he will forward it to the town clerk and the town clerk will forward it to the rest of the town board members for their review. The next meeting is Tuesday May 31. Supervisor Breggeman for the DeForest Community Center reported that the next meeting is next Tuesday. Supervisor Ingalls for Waunakee EMS reported that the next meeting is next Thursday. Supervisor Endres for Waunakee Fire reported that there was a meeting this past Monday and that they have had an active month.

Town Clerk's Report – The town has received two bills for DaneCom. In 2011 the town signed a contract saying they would pay towards the operating and maintenance costs of the new system. Since it hasn't been in operation the town board has opted not to pay these bills. The town board also never received any updates on the project. The town has now received updates and progress is being made on the project. Supervisor Ruegsegger made a motion to pay the older bill. It was seconded by Supervisor Rupp and passed 5-0. It was decided not to pay the second bill until further updates are received showing additional progress is being made on the new system.

Review and authorize payment of current town and utility bills, wages and expenses. Clerk Astrella announced the amounts of the bills and they are as follows:

Payroll - \$17,246.82, Utility 2 – \$26.40, Town - \$17,607.59, Total - \$34,880.81

The town board reviewed the bills and Supervisor Rupp made a motion to approve the bills as presented. It was seconded by Supervisor Ruegsegger and passed 5-0.

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 (Town Clerk). Motion to convene into closed session – Supervisor Endres – yes, Supervisor Ingalls – yes, chairman Breggeman – yes, Supervisor Ruegsegger – yes, supervisor Rupp – yes. Motion by Supervisor Ingalls to allow Shawn Haney to stay and participate in the closed session. Seconded by Supervisor Ruegsegger and passed 5-0. Convened into closed session at 7:58 PM.

Motion to return to open session – motion made by Supervisor Ruegsegger to return to open session. Seconded by Supervisor Rupp and passed 5-0. Action taken was that the board agreed to accept clerk Astrella's resignation effective 5/5/2016.

Adjourn – motion by Supervisor Rupp to adjourn the meeting. Seconded by Supervisor Endres and passed 5-0.

Minutes written and submitted by Steve Ruegsegger, Town Board Supervisor #1

These draft minutes are subject to approval at the next board meeting May 16, 2016.

**Town of Vienna
Board Minutes
May 16, 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: Deputy Clerk/Treasurer Wendy Stoeckler, Shawn Haney, Don Ripp and Jim Koltes.

Motion made by Endres to approve the minutes of May 5, 2016 board meeting with the addition of adding the cancellation of Monday, May 2nd meeting due to improper posting of meeting notice and that a representative from Payne & Dolan were present that evening to inform the board of upcoming dates, times and duration of night work to be done on town roads. Seconded by Ingalls. Roll call vote: Endres – aye, Ingalls – aye, Breggeman – aye, Rupp – aye, Ruegsegger abstaining (4-0).

2016 Board of Review: Chairman Breggeman called to order the Board of Review for the purpose of adjourning the meeting until June 15, 2016.

Public Comment: Dave Ripp, Dane County Supervisor, was present for the purpose of seeing if the town has any questions for him since he has been unable to attend a meeting for quite a while.

Gary Endres has concerns regarding some shoulders and ditches, especially on Schumacher Road, that need attention. In some locations the ditch is higher than the shoulder which can cause road edge erosion with rain. It also makes it difficult to drive farm equipment on the roads. Mr. Endres would like to see the road crew use the retriever to rectify any problem areas. Supervisor Rupp to speak with Patrolman Benson.

Jim Koltes was present to extend a "Thank You" to the Town of Vienna Tourism Commission for sponsoring the Blue Grass Festival which was held at Schumacher farms.

Wingra Quarry Concerns: Supervisor Ruegsegger spoke to Steve Shay of Wingra today and Mr. Shay was uncertain of what issues the town has except for the road repair that needs to be done at their expense. Mr. Shay will not be able to attend tonight's meeting. Former Clerk Haney stated that Mr. Shay is well aware of the request the town has made of him. Wingra is to maintain a portion of Madigan Road up to County Road V. He was informed last year at the Quarry Advisory meeting that the road needs to be repaired as soon as possible at their expense. Mr. Shay has not done so to date. He was also informed a month or so ago again to have the road repair completed by July 1, 2016. Supervisor Ruegsegger is to call Mr. Shay to remind him of his responsibility and complete as soon as possible.

Adding Patrolman Scott Benson to town credit card: Scott currently has to come into the Clerks office to pick up the credit card if he needs to make a purchase. It could become an issue if no one is in the office at the time. Motion made by Rupp to approve an additional credit card for Patrolman Benson. Seconded by Ruegsegger. Motion carried 5-0.

Little Library in Nature Valley: Supervisor Ruegsegger took pictures of the desired location of the little library. The proposed location would be off the parking lot near the trail. The Town of Vienna owns that property. Supervisor Ruegsegger contacted the town's insurance company to see if this would be a liability issue but has not received an answer as of tonight's meeting. Motion made by Ingalls to approve the little library to

be located adjacent to the parking lot on the other side where originally requested. Seconded by Rupp. Motion carried 5-0.

Intersection of Cuba Valley and Schumacher Roads: Former Clerk Astrella was contacted by a lady who resides on Cuba Valley Road just east of County Road I. She was involved in an accident at the Cuba Valley/Schumacher intersection. She is reaching out to the town to ask that better warning markers be placed at this intersection. Motion made by Endres to have Patrolman Benson put flags on the current signage at this intersection. Seconded by Ingalls. Motion carried 5-0.

Operators Licenses: None

Town Supervisor Reports: Supervisor Rupp reported that at the DeForest Fire Board meeting held Monday, May 9th an announcement was made that a benefit will be held Thursday, May 19th at the softball game for the son of Village of DeForest President, Judd Blau, who was recently diagnosed with cancer. Rupp stated talks are still on going with the pros and cons of Life Plus bills, that the Intergovernmental Agreement is still being worked on, the Board is checking prices for re-lettering of the trucks when needed, the possibility of selling the 1991 engine and that the budget process has begun with talks of hiring a full-time fire chief. Rupp made available the incident reports and stated the response time is real good. Supervisor Ruegsegger informed the board the next Dane Fire meeting will be held Tuesday, May 31st. Chairman Breggeman attended the May 19th DeForest Senior Center meeting and reports they are looking into remodeling and adding on. The building has some structural issues and costs so far are coming in around 4 million. Supervisor Ingalls attended the Waunakee EMS meeting that was held Thursday, May 12th. The new director, Scott Russell, had his review and all are pleased with how he is doing. Supervisor Endres stated the Waunakee Fire meeting will be held in 2 weeks.

Town Clerks Report: A tentative date and time has been set for 6:30 p.m., Monday, June 6th for a tree staking ceremony at the town hall for long time Town Supervisor Carleton Hamre. The regular town board meeting will be held at 7:00 p.m. so if any board members can arrive early we will post accordingly. The Clerks position is now posted. Applications are due by Friday, May 27th. The deadline to apply for County Bridge Aid is June 10th.

Motion by Endres, 2nd by Ruegsegger to pay current town bills in the amount of \$43,326.72 (Utility 1 = \$475.97, Utility 2 = \$229.76, Payroll = \$4,668.06 and town general = \$37,952.93). Motion carried 5-0.

Meeting adjourned at 7:48 p.m.

Prepared by: Deputy Clerk/Treasurer Stoeckler

Note: These draft minutes are subject to approval at the June 6, 2016 Town Board Meeting.

Vienna Town Board Meeting Agenda Monday, June 6, 2016

The Vienna Town Board will meet on Monday June 6, 2016 at 7:00pm, in the Town Hall, located at 7161 County Highway I, DeForest, WI. The agenda for that meeting is as follows:

- Call the Town Board meeting to order
- Recite the Pledge of Allegiance
- Approval of amended May 5th board meeting minutes.
- Approve or amend the minutes of the May 16, 2016 town board meeting
- Public comment
- Discussion and possible action for the town treasurer to attend the clerk's completion course in Green Bay and to have the town pay for the time, course, room and mileage.
- DaneCom Update
- Review and take action on Proposal for GIS services
- Review and take action on the money received for the Badger Coulee transmission line project. The total reimbursement is \$405,456.
- Operator's Licenses
- Town Supervisor Reports
- Town Clerk's Report
- Review and authorize payments of current town and utility bills, wages and expenses.
- Adjourn

On Monday, June 6th at 6:30 PM at the town hall, there will be a tree staking ceremony for Carlton Hamre. There may be a quorum of board members at the ceremony.