



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

May, 2023

April 4th Election Results

Congratulations to elected town officials: Town Chair Jerry Marx, Supervisor I Steve Ruegsegger and Supervisor II Sherri Meinholz. A complete list of all Election results can be found on our website by selecting the Election tab. We would like to thank all the election inspectors for working during this election. We had a good turn out. This is the last election for this year. If you like to continue to vote absentee next year, you will need to fill out a request for 2024 elections. Request from 2023 expire at the end of this year. These requests are only good for one year.

Electronics Recycling Program

We will be having our electronics recycling day on **Saturday, May 20, 2023 from 8:00 AM to Noon**. We will be using the cold storage building with driveway access off Norway Grove Road. Items accepted for recycling include: Desktop and laptop computers, printers, fax machines, scanners, copiers, computer monitors, televisions, keyboards, DVD/VCR players, and cell phones. Other items are also accepted. A list will be posted on our website. We will not be able to take items in advance, so if you are unable to make it on May 20th, please make arrangements with a family member or neighbor to have them drop the items off for you. This free recycling event is limited to Town of Vienna residents.

Open Book and Board of Review Dates

The Town of Vienna will hold Open Book on Monday, May 1st from 9am to 5PM (By Appointment Only) with Associated Appraisal Consultants. Appointments will be held by phone, and can be scheduled by phone or email. Please call Associated Appraisal at 920-749-1995 for an Open Book appointment and have your assessment notice ready for your appointment. Property owners are strongly encouraged to schedule an appointment for Open Book. The Assessor is allowed to adjust the assessment if there is reasonable evidence presented that supports an adjustment. Board of Review is scheduled for Monday, May 22nd from 5:00 PM to 7:00 PM (By Appointment Only) and will be held at Vienna Town Hall, 7161 County Rd I, DeForest. The Board of Review is a formal hearing procedure where the board members decide if an assessment should be adjusted. This is the last date any adjustments can be made to the property tax roll. After Board of Review, final adjustments are made and the tax roll is filed with Wisconsin Department of Revenue.

Brush Site Days and Hours

The brush site days and hours for the month of May are scheduled as follows:

Saturday May 6th	9AM-2PM
Wednesday May 10th	4PM-7PM
Saturday May 20th	9AM-2PM
Wednesday May 24th	4PM-7PM

The brush site key is always available during the week when the office is open, rain or shine!

Bulk Waste Disposal Event

On Saturday, June 17th from 8am to Noon the town will have a dumpster available for disposing bulk items such as furniture, rolled carpet (4' length maximum) mattresses, couches, cabinets and construction materials that are difficult to dispose of properly. The dumpster will be located in our cold storage shed located off of Norway Grove Road. More information will be included in June's letter.

Memorial Day Office Closure

Memorial Day is an American holiday honoring the men and women who died serving and protecting the United States. The office and shop will be closed on Monday, May 29th in recognition of Memorial Day and its meaning. Regular hours will resume Tuesday, May 30th. Enjoy the long weekend!

Town of Vienna Board Minutes

April 3, 2023

The regular meeting was called to order on Monday, April 3, 2023, at 7:00pm by Chair Jerry Marx. Supervisors Steve Ruegsegger, Gary Endres, Sherri Meinholz, Tim Hoege, PW Supervisor Scott Benson and Clerk Kathy Clark were present. Attorney Matt Fleming and Vienna Resident Nancy Caldwell was also present.

Pledge of Allegiance was recited.

Public Comment: None

Approval of Minutes: Motion by Ruegsegger, second by Meinholz to approve the minutes for the March 20, 2023, town board meeting. Motion carried (5-0).

Discussion and possible action on Tyler Gil Rezone Application, Parcel 0909-134-6011-0: Clark informed the board that Gil purchased the property from Doherty last February 2022. The intent was to rezone four parcels into one, tear down the existing house, shed and rebuild a new house and shed. The Village offered water/sewer services but Gil would have to annex the property and an extension for services to connect would be needed, all of this at the property owner (Gil) expense. After months of the Village trying to create a means to connect, it was determined that this would create an island for other residents in the area so Gil was allowed to remain in Vienna. Monday, April 10th, the ETZ Committee will review plans for final approval. The town is asked to review and possibly act on the application. Motion by Hoege, second by Meinholz to approve the Rezone application. Motion carried (5-0)

Convene into Closed Session: Pursuant to Wis. Statute 19.85.1 (g) Conferring with legal counsel for the governmental body who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation in which it is or is likely to become involved. (Discuss Annexation Litigation against Village of DeForest) Motion by Endres, second by Meinholz to convene in closed session. Motion carried (5-0). Roll Call vote: Ruegsegger, yes, Hoege, yes; Marx, yes; Meinholz, yes; Endres, yes. The board convened at 7:07PM.

Reconvene to Open Session: Motion by Endres, second by Ruegsegger to reconvene into open session. Motion carried (5-0) The board reconvened into open session at 7:45PM.

Action Taken: No action was taken.

Discussion and possible action on Coverall Contract for Cleaning Services: Clark explained that a local cleaning service, that services DeForest Area Senior Center, stopped in to see if Vienna was interested in using their service. Currently the town has a contract with Coverall, a Franchised Business Service. There have been a few issues with the cleaning and there is no direct connection to the subcontracted service. By going with a local service, which is highly recommended, the town would have a service that can be held directly accountable. This would cost \$50 more a month but the office and shop staff feel it would be worth trying. Motion by Hoege, second by Ruegsegger to approve sending Coverall a notice for termination and try Gil Hernandez Cleaning Services for six months to start. Motion carried (5-0)

Operator's License: None

Town Supervisor Reports: Supervisor Ruegsegger meeting with the DeForest Area Senior Center is scheduled for next Tuesday, April 11th. Supervisor Hoege meeting with Waunakee EMS is scheduled for Thursday, April 13th. Supervisor Meinholz meeting with Dane-Vienna Fire Department was held Monday, March 27th. Supervisor Endres meeting with Waunakee Fire Department was held Monday, March 27th. Both Fire departments had regular business to discuss.

Town Clerk's Report: Clark stated there is an ETZ and Plan Commission meeting on April 10th. The same night, the Public Hearing is being held in the Town of Dane regarding the Quarry Proposal on Bonetti Road, just south of Meek Road. Also, the next board meeting will be held following the Annual Meeting of Electors Tuesday, April 18th, as required by State Statute.

Review and authorize payments of current town and utility bills, wages, and expenses: Motion by Hoege, second by Meinholz to approve the current town bills as submitted in the amount of \$63,004.15; Payroll \$21,480.97; Town Bills \$41,206.09; Utility 1 \$291.72 and Utility 2 \$25.37. Motion carried (5-0)

Adjourn: Motion by Endres, second by Meinholz to adjourn. Motion carried (5-0). Meeting adjourned at 7:40PM.

Prepared by: Kathleen Clark, Town Clerk

Note: These draft minutes are subject to approval at the April 18, 2023, Town Board Meeting

Town of Vienna Plan Commission Minutes

Monday, April 10, 2023

The Town of Vienna Plan Commission meeting was called to order on Monday, April 10, 2023, at 6:00PM by Chair Brian Meinholz. Commissioners Steve Herbrand, Cathleen Heath, Todd Mallon, and Clerk Kathy Clark were present. Residents Nancy Caldwell, Tyler and Tressa Gil were also present. Commissioner Jim Koch was excused.

Recite the Pledge of Allegiance

Public comment: None

Approve the minutes: Motion by Mallon, second by Heath to approve the minutes for the February 13, 2023 Plan Commission meeting. Motion carried (4-0).

Discussion and possible recommendation on Tyler Gil Rezone application Parcel # 0909-134-6011-0: Clark informed the commission that an Extraterritorial Zoning (ETZ) Meeting was held earlier today to confirm the ETZ Committee review. The Village of DeForest has zoning rights for properties located in the boundary area of both Vienna and DeForest. The owner purchased the property in February 2022 and had requested to rezone the 4-parcels into 1 parcel. The new CSM was submitted to Dane County and approved for review at the local level. The owners have been waiting for almost a year to tear down the existing house and shed to build new. Motion by Heath, second by Herbrand to recommend approval of the rezone application. Motion carried (4-0)

Discussion on Update of Town Comprehensive Plan: Clark provided an outline with each section of the comprehensive plan identified. This process takes months of review and planning. Clark informed the members that Dane County Planning and Zoning will work with the town to assist in the review and revisions. Many state, county and town boundary agreements changes had occurred since 2012, when the plan was last revised.

Adjourn: Motion by Herbrand, second by Heath to adjourn. Motion carried (4-0) Meeting was adjourned at 6:08pm.

Prepared by: Kathleen Clark, Clerk

Note: These draft minutes are subject to approval at the next Plan Commission Meeting.

Town of Vienna

Annual Meeting of the Electors

Tuesday, April 18, 2023

The 174th Annual Town Meeting was called to order on Tuesday, April 18, 2023, at 6:30 PM by Chair Jerry Marx. Supervisors Steve Ruegsegger, Tim Hoege, Gary Endres, Sherri Meinholz, PW Supervisor Scott Benson and Clerk Kathy Clark were present. Also present was Johnson Block Kevin Krysinski, Residents Laverne Wipperfurth, Lois Luff, Nancy Caldwell, Dakota Cable, Joe Henry and Diana Karls.

Pledge of Allegiance was recited.

Public Comment: None

Swear in Elected Town Officials: Clark swore in Town Chair Marx, Supervisors Ruegsegger and Meinholz by providing the Oath of Office prior to the meeting.

Approval of Minutes: Motion by Ruegsegger, second by Meinholz to approve the minutes for the April 19, 2022, Annual Meeting. Motion carried (5-0).

Johnson Block Kevin Krynski- 2022 Annual Financial Reports for Town and Utility Districts: Krynski provided an overview of the 2022 financial report, stating the town is in good financial shape. Their review did not find any significant issues with any of the funds established as of December 31, 2022. The General Fund account had a balance of \$367,830 of restricted and unrestricted funds. Utility District 1 has a fund balance of \$136,816 and Utility District 2 has a fund balance of \$168,300. There are no existing loans for both utilities districts currently but new software for the operating system is being reviewed to upgrade the monitor systems.

Town Plan Commission Report: Clark reported that the Plan Commission had a few meetings this year. Most reviews were rezones for residential development. In addition, the Comprehensive Plan is due for updating and revisions. Clark contacted Dane County Planning and Zoning for a proposal to work on this with the town. The next meeting is scheduled for May 8th and Dane County representative will be presenting a comp plan overview.

Town Equipment Advisory Committee Report: Clark reported there was not any meeting held in 2022. The committee should plan to meet by the fall of this year to discuss the next equipment needs. The Equipment Fund has a balance of \$110,000 after the annual budget adjustment was completed. The town has 3 full size plow trucks, the newest purchased in 2022. Hoege asked how often the 2007 truck is used. Clark explained that in heavy snowstorms, we have a third person on staff that helps with plowing. This truck was used a few times this year when one truck had a service light on and was in the shop during a snowstorm. Marx asked about the rotation of equipment and that will be discussed at the next meeting.

Town Chairs Report: Marx said that the town has been operating good over the last year. There have been a few major discussions on a new quarry and annexations which are still going on. Marx said the Public Works Department has been doing a good job snow plowing and with road maintenance work. Marx thanked all the employees for their hard work.

Town Clerk's Report: The 175th Annual Electors Meeting will be held April 16, 2024.

Adjourn: Motion by Endres, second by Hoege to adjourn. Motion carried (5-0). The meeting was adjourned at 6:51PM.

Prepared by: Kathleen Clark, Town Clerk

Note: These draft minutes are subject to approval at the April 16, 2024, Annual Electors Meeting

Town of Vienna Board Minutes April 18, 2023

The regular meeting was called to order on Tuesday, April 18, 2023, at 6:52 (following Annual Meeting) by Chair Jerry Marx. Supervisors Steve Ruegsegger, Sherri Meinholz, Gary Endres, Tim Hoege, Public Supervisor Scott Benson and Clerk Kathy Clark were present. Tri County Paving Representatives Terry Wenger, Dustin Gradel and Pat Cadigan, Residents Laverne Wipperfurth, Joe Henry, Nancy Caldwell, Lois Luff Diana Karls, and Dakota Cable were also present.

Pledge of Allegiance was recited.

Public Comment: None

Approval of Minutes: Motion by Ruegsegger, second by Meinholz to approve the minutes for the April 3, 2023, town board meeting. Motion carried (5-0).

Discussion and possible action on Bid Submittals for Hahn and Patton Road: Clark explained that two bids were received, one from Clemens Excavating and one from Kartechner. Clemens total bid, including the alternate bid

came in higher than Kartechner with the alternate. Kartechner was awarded the bid as lowest bidder. Both culvert replacements qualify for Dane County Culvert Aid, which pays up to 50% of total costs for the project. Motion by Hoege, second by Endres to award Kartechner the project to replace large culvers on Hahn and Patton Rd. Motion carried (5-0)

Discussion and possible action on Tri County Paving-Town Rd Access with New Conditions: Clark explained that after two public hearings, one at Dane County and one local in the Town of Dane, several conditions were added to improve the safety of the drivers and people using the road. Dane County had asked Tri County Paving (TCP) to bring it back to Vienna for review prior to the next public hearing. TCP will reconstruct 100' of Viaduct Road, add 3 stop signs at the intersections of Bonetti, Viaduct and Dunroven Roads. Also, signs will be posted for trucks entering and leaving the site. Discussion followed regarding the volume of trucks per day, whether stop signs should be added, 24-inch shoulders versus 18-inch shoulders. Endres felt the stop signs may cause more confusion so close together. Motion by Hoege, second by Endres to approve added conditions since the last proposal approved March 6th, excluding stop signs until an inspection or review can be done in the future. Motion carried (5-0)

Discussion and possible action on Appointed Treasurer Position: With the position now appointed instead of an elected position, Clark asked if compensation could stay the same as budgeted for this year. Motion by Ruegsegger, second by Meinholz to approve the Treasurers compensation the same until year end. Motion carried (5-0)

Appointment of Commission and Committee members: Clark presented the list of appointments for the elected officials, commission, and committee members. Elected officials will continue to serve on the same boards as assigned last year.

Operator's License: Two Operator applications were submitted by Phillips 66 station. Motion by Endres, second by Ruegsegger to approve Zaria Echois and Rhiannon Offerdahl Operator applications. Motion carried (5-0)

Town Supervisor Reports: Supervisor Ruegsegger meeting with the DeForest Area Senior Center was held Tuesday, April 11th. The center is looking to different banks for the best rates and programs. They have also posted a recent survey to request new names for the center to include all municipalities. Supervisor Hoege meeting with Waunakee EMS was held Thursday, April 13th. The new ambulance is officially in service. Supervisor Meinholz meeting with Dane-Vienna Fire Department is scheduled for Monday April 24th. Supervisor Endres meeting with Waunakee Fire Department is scheduled for Monday April 24th.

Town Clerk's Report: Clark reminded the board that Open Book is scheduled for Monday, May 1st by phone appointment only. Board of Review will be held May 22nd prior to the town board meeting.

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 \$21,673.11; Payroll \$8,231.46; Town Bills \$12,181.74; Utility 1 \$867.68 and Utility 2 \$392.23. Motion carried (5-0)

No closed session was held.

Adjourn: Motion by Endres, second by Ruegsegger to adjourn. Motion carried (5-0). Meeting adjourned at 8:01PM.

Prepared by: Kathleen Clark, Town Clerk

Note: These draft minutes are subject to approval at the May 1, 2023, Town Board Meeting

Vienna Town Board Meeting Agenda Monday, May 1, 2023

The Vienna Town Board will meet on Monday, May 1, 2023 at 7:00PM at the Town Hall, located at 7161 County Highway I, DeForest, WI. If the agenda so indicates, the aforesaid governmental body may convene in closed session for the purpose (s) indicated. 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 April 18 and April 26, 2023 Town Board meetings

Discussion and possible action on Nature Valley Subdivision Survey

Discussion and possible action to proceed with TDS to convert Internet/Phone to Fiber Optic

Discussion and possible action on JRC Investments Application for Fireworks Sales Permit

Operator's License

Town Supervisor Reports

Town Clerk's Report

WisDOT Salt Shed Inspection Report

Plan Commission Meeting May 8th

ETZ Meeting May 9th - Harris Application to Rezone Parcel # 0909-132-8002-7

Board of Review May 22nd from 5pm to 7pm

Town Board Meeting May 22nd at 7pm

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

Convene into Closed Session Pursuant to Wis. Statute 19.85.1 (g) Conferring with legal counsel for the governmental body who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation in which it is or is likely to become involved. (Discuss Annexation Litigation against Village of DeForest)

Reconvene to Open Session

Action Resulting from Closed Session

Adjourn