



Town of Vienna Web Site Address: www.viennawi.gov

February, 2024

Say Farewell to Town Treasurer

Treasurer Nicole "Nikki" Roessler has decided to turn in her hat. Nikki started here in August, 2012 and served as Deputy Treasurer to Linda Smithback. Nikki ran for the elected office of Treasurer in April 2013 and won the race. Since that time, Nikki has made sure the towns funds were always accounted for, processed the annual real estate and personal property taxes and worked with many of you during the collection of those taxes. Nikki's last day here is February 20th at which time, Lori Breiwa will take the role of Treasurer/Deputy Clerk and I will assume the role of Deputy Treasurer and maintain the Clerk position. We will miss Nikki's smiling face and energy she brings here at the office but we wish her all the best.

Nature Valley Road Work & Open House

This year, the town's road project will be working in the Nature Valley subdivision to correct the drainage issues that have worsened over the years, causing the roads to deteriorate. Before we can re-pave the roads, changes must be made to redirect the water that sits on the road. Some sections will have concrete curbing, some sections will include ditching, culverts and drainage tile and some sections will have swales added to roadside. Swales are shallow vegetated channels designed to pass the runoff of water where soil and groundwater conditions are allowed. In certain sections, some residents received letters noting removal of items planted in the road right of way. Final plans are being completed with the hope to bid this project out by mid-March. The town plans to host an open house for all residents interested in the project work on March 4th, at 6PM, prior to the town board meeting. We want to be sure that residents understand the work that is planned to be done. More information will be provided as we move closer to the spring weather. If anyone has questions, please contact the office.

Town Office Candidates

Since there will not be a state wide primary in February, the first election will be held April 2nd for local candidates. This year the following candidates filed nomination papers to serve on the Town Board for a two year term beginning April, 2024. There are two seats on the Board, Incumbent Gary Endres, Supervisor III, who is running. Tim Hoege, Supervisor IV has stepped down but we appreciate his service during the last 2 years. A new candidate is running for this seat. Dakota Cable from ST Genetics has decided to run for office.

Assessor in Town

Associated Appraisal Consultants are in town updating assessments and property information. Please note: If you have torn down any buildings, garages, silos or barns, a building permit from the town is required. The purpose of the permit is to update the assessor that the structure has been removed so they know to remove it from the tax role for the following tax year. If you have any questions regarding your assessment, please watch for the dates of open book and Board of review which will be set up soon.

Trash/Recycle Schedule

The trash and recycle pickup will be on Monday for the whole month of February, March and April. The next change of schedule will be in May for Memorial Holiday. Updated calendars can be found on the town website under the Community Tab or hard copies are located in the Town Hall Vestibule. We are planning the Electronics Recycle Event hopefully in April. We are just waiting for confirmed dates.

Snow Day Parking

Please make every effort to not park on the streets, roads or especially cul-de-sacs when the plow trucks are out for snow removal or salting for ice. This makes for easier clean up and safe driving. **Remember, if you cannot see the plow trucks mirror, they cannot see you. Please use caution when trying to pass or following on the road.**

Town Board Meeting

January 8, 2024 was cancelled due to illness. Only one meeting was held this month due to the reschedule.

Town of Vienna Plan Commission Minutes Monday, January 15, 2024

The Town of Vienna Plan Commission meeting was called to order on Monday, January 15, 2024, at 6:00PM by Chair Brian Meinholz. Commissioners Steve Herbrand, Cate Heath, and Clerk Kathy Clark were present. Commissioners Jim Koch attended via ZOOM. Also, present were board members Steve Ruegsegger, Gary Endres, Sherri Meinholz and Chair Jerry Marx, Dane County Planning Curt Kodl and Residents Molly Rake, Nancy Caldwell. Todd Mallon was excused.

Recite the Pledge of Allegiance

Public comment: None

Approve the minutes: Motion by Heath, second by Koch to approve the minutes for the December 11, 2023 Plan Commission meeting. Motion carried (4-0).

Comprehensive Plan Discussion and Review: Curt Kodl, Dane County Planner, started this meeting with discussion of the Existing Commercial Policies. Primarily commercial development has been near the interstate. This section will add language that other areas would be allowed if the business fits in the surrounding territory. There was also discussion on adding in a Solar Policy for renewable energy. Renewable energy-powered electrical generating facilities under 100 megawatts go through a conditional use permit (CUP) process under county zoning. If the megawatts exceed 100, the application goes to the PSC for review. Towns may adopt policies for renewable energy CUPs, as part of their town/county comprehensive plan. The town could then use the plan language to recommend conditions for any CUP. Since the county zoning ordinance already requires that CUPs be consistent with adopted town/county comprehensive plans, this may be easier, and have a stronger legal framework, than the town adopting an independent ordinance. Kodl is working on Agriculture review for the next meeting. Rake discussed the possibility of following the County Zoning of 35 acres for creating a split versus the 75 acres currently required. Kodl was going to investigate this. Discussion followed.

Adjourn: Motion by Heath, second by Koch to adjourn. Motion carried (4-0) Meeting was adjourned at 6:50pm.

Prepared by: Kathleen Clark, Clerk

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

Town of Vienna Board Minutes January 15, 2024

The regular meeting was called to order on Monday, January 15, 2024, at 7:05PM by Chair Jerry Marx. Supervisors Steve Ruegsegger, Sherri Meinholz, Tim Hoege, Gary Endres, PW Supervisor Scott Benson, and Clerk Kathy Clark were present. Also, present was Vandewalle Scott Harrington and Sonja Kruesel and PC members Brian Meinholz, Steve Herbrand, Cate Heath, and Jim Koch.

Pledge of Allegiance was recited.

Public Comment: None

Presentation by Scott Harrington, Vandewalle and Associates: Harrington reviewed the report submitted to the town. Land use was the first item discussed and after review, the ETZ territory is permanent and can only be modified or removed if the Village of DeForest would agree to it. Harrington recommended updates to the future land use map that would enable potential new growth in the town. Tax Increment Financing (TIF) was also discussed. Towns are limited to creating a TIF and/or Tax Increment District (TID) only if it is used for Agricultural, Forestry, Manufacturing or Tourism projects. A TIF cannot be created in the ETZ area so this would only work in other areas of the town. The next section of the report provided a growth opportunity analysis. As a summary, short-term action items were outlined along with mid-term action items. Discussion followed.

Approval of Minutes: Motion by Meinholz, second by Hoege to approve the minutes for the December 18, 2023 town board meeting. Motion carried (5-0).

Discussion and possible action on Role Changes in the Office-Effective February 20th: Clark informed the board members that Nicole (Nikki) will be leaving the Town as Treasurer effective February 20th. Clark provided new job descriptions for the Clerk and Treasurer positions, as Lori Breiwa will take over the Treasurer position and Clark will retain the Clerk position. Clark explained that Breiwa was Clerk/Treasurer at the Village of Cobb for 10 years prior to coming to Vienna. Breiwa will take on most of Nikki's duties in her new role such as banking, tax processing, accounts payables and other duties as required. Breiwa will also inherit the treasurer's compensation budgeted for this year. Motion by Meinholz, second by Endres to approve the role changes in the office for Breiwa with an increase to her hourly rate. Motion carried (5-0)

Discussion and possible action on Fiscal Agent and Services Agreement: The Community Senior Center has agreed to have the Village of Windsor keep the Fiscal Agent and Services for a term of one year. In the interim, the Center will research converting to a Non-Profit organization. Health and retirement benefits need to be reviewed so that employees do not lose these by changing the organization. Motion by Ruegsegger, second by Hoege to approve the agreement. Motion carried (5-0)

Discussion and possible action on Dane County Ordinance Amendment-CUP & Rezone Process:

This amendment revises the review process for conditional use permits and rezones with the following changes: change wording of approval process to "review" process; move the CUP Town process before the ZLR process to reflect actual process; renumber appeal language section to fall in line with the layout of the section; add language regarding 1-year resubmittal of a CUP proposals; add language regarding the revocation process of a conditional use permit; remove condition of posting of CUP placard; add language regarding 1-year resubmittal of rezone proposal. Endres did not agree with the language provided in this change. The town can send an action report which can be submitted stating we do not agree with this change in the ordinance.

Operator's License: None

Town Supervisor Reports: Supervisor Ruegsegger meeting with the Cornerstone Community Center was held rescheduled to January 16th due to weather. Hoege meeting with Waunakee EMS was held on Thursday, January 11th. The agreement with the municipalities is still being reviewed. Supervisor Meinholz meeting with Dane-Vienna Fire Department was cancelled in December, the next meeting is scheduled for Tuesday, January 25th. Supervisor Endres meeting with Waunakee Fire Department December and January meeting has been cancelled.

Town Clerk's Report: Clark informed the board that the office will be closed Thursday, January 25th for training in Waunakee. Also, with the rescheduling of our board meeting, Clark asked if we should wait to meet again on February 5th and the board agreed.

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 \$1,936,408.20; Payroll \$28,094.60; Town Bills \$1,907,999.18 (includes tax settlements); Utility 1 \$265.61 and Utility 2 \$48.81. Motion carried (5-0)

Adjourn: Motion by Endres, second by Hoege to adjourn. Motion carried (5-0). Meeting adjourned at 8:20PM.

Prepared by: Kathleen Clark, Town Clerk

Note: These draft minutes are subject to approval at the February 5, 2024 Town Board Meeting

Wisconsin Dept of Natural Resources Messages on Snowmobiling and Ice Safety

Snowmobiles:

This winter's weather has been a wild ride!

Fluctuating temperatures across the state have caused both snowmobile trail and ice conditions to change regularly. Be prepared for the elements by checking conditions before you head out.

If your plans include access to or use of an ice-covered waterbody, contact your local fishing clubs, bait shops or outfitters for ice conditions. Remember that the DNR does not monitor ice conditions and that no ice is safe ice.

If your plans include snowmobiling, check trail conditions with local snowmobile clubs or on Travel Wisconsin's Snow Report: <https://www.travelwisconsin.com/snowreport/snowmobile>

And if the snowmobile trail you had your heart set on is closed, don't trespass or ride off-trail.

Ice Fishing:

Falling through the ice can happen to anyone.

If it happens to you, what should you do?

- Don't panic – remain calm and continue breathing
- Keep your clothing on – it will help you float
- Go back in the same direction you came – the ice is strongest there
- Place your hands or picks on the ice
- Utilize your elbows on the ice for additional leverage
- Kick your legs and pull yourself out
- Remain flat and roll or slide onto the ice
- Get to a warm, dry, sheltered area and re-warm your immediately

Get to a warm, dry, sheltered area and warm yourself up immediately. In moderate to severe cases of cold-water hypothermia, you must seek medical attention.

Learn more about ice safety on our website: <https://dnr.wisconsin.gov/Education/OutdoorSkills/IceSafety>

Vienna Town Board Meeting Agenda
Monday, February 5, 2024

The Vienna Town Board will meet on Monday, February 5, 2024 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 January 15, 2024 Town Board meeting
- Discussion and possible action on J&K Storage, Inc. d/b/a Comfort Inn & Suites Liquor License
- Discussion and possible action on Tri-County Application for Sand/Gravel Extraction Site in ETZ Operator's License
- Town Supervisor Reports
- Town Clerk's Report
 - Tax Assessments 2023 and 2024
- Review and authorize payments of current town and utility bills, wages and expenses
- Adjourn