



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

December, 2021

Tax Collection Information

Due to COVID-19 we highly encourage you mail your payments in or drop them off in the secured drop box located in the Town Hall vestibule. Property tax bills will be mailed as soon as they are available, but no later than Monday, December 20, 2021. Special hours for tax collection are as follows:

Thursday, December 30th and Friday, December 31st 9:00AM-2:30PM

Monday, January 31st All Day

You can also stop in during regular office hours to make a payment. The best days to do this are Monday, Tuesday and Thursday so we have more than one person to assist you. If you mail or drop off your payment and would like a receipt mailed back, please note this with your payment and include a self-addressed envelope. Escrow checks from mortgage companies must be signed by each person whose name is on the front of the check. Also, when writing a personal check, make sure the number written in the box matches the amount written in words on the legal line of the check. Special Assessments or Special Charges are due with the first installment payment. Remember to include your contact information, either a phone number or email, if dropping off or mailing your payment for follow up questions.

NOTICE OF SPRING ELECTION

TOWN OF VIENNA, DANE COUNTY TUESDAY, APRIL 5, 2022

NOTICE IS HEREBY GIVEN, that at an election to be held in the Town of Vienna, Dane County on Tuesday, April 5, 2022, the following offices are to be elected to succeed the present incumbents listed. The term for all offices is for two years beginning on Tuesday, April 19, 2022.

Town Board Supervisor III

Incumbent Gary Endres

Town Board Supervisor IV

Incumbent Ron Rupp

NOTICE IS FURTHER GIVEN, that the first day to circulate nomination papers is Wednesday, December 1, 2021, and the final day for filing nomination papers is 5:00 p.m., on Tuesday, January 4, 2022, in the office of the town clerk. NOTICE IS FURTHER GIVEN, that if a primary is necessary, the primary will be held on Tuesday, February 15, 2022. **Town of Vienna, Dane County, on Monday, November 22, 2021**

Trash/Recycle Information

Last week during regular pick up we received complaints of debris found on the side of the roads. To avoid this from happening, especially with recycling, the lid must be closed so when the truck lifts the bin, the items don't get loose before the bin is completely upside down and ready to release the content. **ALSO**, we have been working each week with Waste Management trying to improve services. WM would like to move our pick up day from Tuesday to Thursday, starting in January. We hope this doesn't happen but if it does, we will send out notices and post information on the website.

Holiday Office Hours

The office will be closed for regular business on Thursday, 12/23 and Friday, 12/24. On Thursday, 12/30 and Friday 12/31, the office will be open for tax collection 9am to 2:30pm.

Town Budget Passes

The 2022 Town Budget was approved by the electors and passed at the Annual Budget meeting on November 15, 2021. Copies of the 2022 budget are available on the Town's Website under the government tab or at the office.

Town of Vienna Payne & Dolan - Easy Street Annual Quarry Meeting

The Annual Town of Vienna Payne & Dolan Easy Street Quarry Advisory Committee Meeting will be held on Monday, December 6, 2021 beginning at 6:30 PM at the Town of Vienna Hall, located at 7161 County Highway I, DeForest, WI. Anyone who has concerns should try to attend.

Town of Vienna Board Minutes November 1, 2021

The regular meeting was called to order on Monday, November 1, 2021 at 7:00 PM by Chair Jerry Marx. Supervisors, Ron Rupp, Gary Endres, Sherri Meinholz, Steve Ruegsegger, PW Supervisor Scott Benson, Treasurer Nicole Roessler and Clerk Kathy Clark were present.

Pledge of Allegiance was recited

Public Comment: None

Approval of Minutes: Motion by Rupp, second by Meinholz to approve the minutes for the October 18, 2021 town board meeting. Motion carried (5-0)

Discussion and review of Proposed 2022 Budgets:

Clark provided updated proposals with changes made from the last meeting. Clark explained the changes were due to late arrival of some entity budgets. A detailed breakdown of full time employee's cost, earnings and benefits, was provided to board. Roessler handed out bank account information with current fund balances and debt schedule. Several of the accounts are designated for specific uses such as the Employee Benefits and the Equipment Fund. Roessler suggested using some of the TRID reimbursement of \$260, 449 to pay down some of the loans taken out for Schumacher Road. At this time, the funds are part of the total general fund with a current balance of \$332,793. It was suggested that a part of the TRID be used to pay down the loan as originally planned. Ruegsegger asked what would be a good reserve balance in the General Fund. Roessler stated it a balance of \$150,000 to \$200,000 would be good in addition to the Line of Credit at the bank. Endres suggested making a partial payment in the amount of \$100,000 now and review again in March, 2022 for further consideration. Motion by Endres, second by Meinholz to pay \$100,000 on the 10 year loan by the next business day. Motion carried (5-0). Discussion of using other funds in the next year took place. Next, the 2022 road projects was reviewed and discussed. WIBU Road is planned to reconstruct from County Road DM to Meek Road (County Line Rd). Marx asked about the width of the road and suggested widening the road to 22' since the range is 20' to 21' in areas. Also, larger shoulders such as 2' instead of 1' should be considered for WIBU and all future road projects. Kelley Lane was brought up again as the road/driveway is failing. If WIBU is bid out early in 2022, review of Kelley Lane will be addressed as a possible second road project. The board directed Clark to follow up with the owners along Kelley Lane to possibly share the costs. A final review of budgets and approval will take place at the next meeting.

Operator's License: None

Town Supervisor Reports: Supervisor Ruegsegger meeting with the DeForest Area Senior Center is scheduled for Tuesday, November 9th. There are second interviews scheduled for the new director position. Supervisor Rupp meeting with the Dane-Vienna Fire Department was held Monday, October 25th. The board made some changes to the agreement for further review by the Village and Towns. Supervisor Meinholz meeting with Waunakee EMS is scheduled for Thursday, November 11th. Supervisor Endres meeting with Waunakee Fire Department was held Monday, October 25th.

Town Clerk's Report: Clark informed the board that the Annual Budget Public Hearing meeting is scheduled to start at 6:30pm and the regular Board Meeting is scheduled to start immediately following the closure of the Public Hearing.

Town Clerk's Report: Clark informed the board that the Annual Budget Public Hearing meeting is scheduled to start at 6:30pm and the regular Board Meeting is scheduled to start immediately following the closure of the Public Hearing.

Review and authorize payments of current town and utility bills, wages and expenses: Motion by Ruegsegger, second by Rupp to approve the November 1, 2021 town bills as stated (and adjusted) in the amount of \$47,425.66; Payroll \$16,505.89; Town Bills \$6,851.57; Utility 1 \$12767.40 and Utility 2 \$11300.80. Motion carried (5-0)

Adjourn: Motion by Ruegsegger, second by Rupp to adjourn. Motion carried (5-0). Meeting adjourned at 8:00 PM.

Prepared by: Kathleen Clark, Clerk

Note: These draft minutes are subject to approval at the November 15, 2021 Town Board Meeting

Town of Vienna Plan Commission Minutes Monday, November 8, 2021

The Town of Vienna Plan Commission meeting was called to order on Monday, November 8, 2021 at 7:00 PM by Chair Brian Meinholz. Commissioner Todd Mallon, Steve Herbrand and Clerk Kathy Clark were present. Commissioners Jim Koch and Cate Heath joined via zoom. Residents Mike Ripp and James Chancellor were present.

Recite the Pledge of Allegiance

Public comment: None

Approve the minutes: Motion by Mallon, second by Herbrand to approve the minutes for the August 23, 2021 Plan Commission meeting. Motion carried (5-0).

Discussion and possible recommendation on McChesney Rezone Application and CSM, 7053 Madigan:

Clark explained that McChesney intends to split off the buildings to a one plus acre parcel and eventually tear down the buildings, build a new shed and house. Based on the CSM, the driveway is shared between two properties. Motion by Koch, second by Heath to recommend approval of the Rezone application and CSM with the condition that a new driveway be put in to the new home/shed and the shed size be determined by the new house size plan for height and set back requirements. Motion carried (5-0)

Discussion and possible recommendation on LJC Properties Rezone, CUP application and CSM, 6729 Patton:

Clark explained that there was a misunderstanding when construction started as the owner thought the current zoning of the property could include individual storage units year round instead of seasonal only. During some of the discussions with Dane County it was disclosed that that some of the building is used to store HVAC materials for the owners business, including working from the residence. This would be permissible if the house was rezone for a small family business and if the storage building only provided seasonal storage. Motion by Koch, second by Mallon to recommend approval of the Rezone application and with the conditions that no outside storage be allowed, no future buildings are added to the sixteen plus acres and the use of the storage building be strictly seasonal with clarification from the county what this includes. Motion carried (5-0)

Adjourn: Motion by Mallon, second by Herbrand to adjourn. Motion carried (5-0) Meeting was adjourned at 7:46 PM

Prepared by: Kathleen Clark, Clerk

Note: These draft minutes are subject to approval at the next plan commission meeting.

Town of Vienna Annual Budget Public Hearing Monday, November 15, 2021

The Annual Budget Public Hearing called to order on Monday, November 15, 2021 at 6:30pm by Chair Jerry Marx. Supervisors Steve Ruegsegger, Ron Rupp, Gary Endres, Clerk Kathy Clark, and residents Lavern Wipperfurth and James Chancellor. Deputy Sheriff Jodi Schneider was also in attendance.

The Public Hearing was opened at 6:30pm. Clark handed out the final budget and explained the tax levy, road projects and maintenance and protective services. Wipperfurth asked when the town planned to repair Norway Grove Road. He suggested chip sealing the road. This will be considered when chip sealing bids are solicited. Motion by Endres, second by Rupp to close the Public Hearing at 6:53PM. Motion carried (5-0) Meeting was adjourned.

Town of Vienna Board Minutes November 15, 2021

The regular meeting was called to order on Monday, November 15, 2021 at 6:54pm, immediately following the Budget Public Hearing Chair Jerry Marx. Supervisors Steve Ruegsegger, Ron Rupp, Gary Endres, Clerk Kathy Clark, and residents Lavern Wipperfurth and James Chancellor. Deputy Sheriff Jodi Schneider was also in attendance. Bill and Joyce McChesney joined via ZOOM.

Pledge of Allegiance was recited

Public Comment: None

Approval of Minutes: Motion by Ruegsegger, second by Meinholz to approve the minutes for the November 1, 2021 town board meeting. Motion carried (5-0).

Update from Dane County Deputy Sheriff Jodi Schneider: Deputy Sheriff Schneider stopped in to meet the board as our new Field Community Deputy. Schneider provided a complete report of calls addressed in the Town of Vienna and asked if there were any problems. Rupp stated that concrete and construction trucks have been driving on Cuba Valley Road which is posted for no truck traffic allowed. Schneider will share this information and monitor the traffic.

Discussion and possible action on McChesney Rezone application and CSM-7053 Madigan Rd: McChesney filed a rezone application to separate existing residence and buildings from the remainder farmland. Their intent is to replace the old house and shed with new structures to live in and provide larger storage on the property. The current driveway is located on the adjoining property and is not a part of the CSM. The plan commission recommended approval but directed a new driveway be created. Motion by Endres, second by Meinholz to approve the Rezone application and CSM with the condition that a new driveway be added for direct access to the property. Motion carried (5-0)

Discussion and possible action on LJC Properties Rezone and CUP application and CSM-6729 Patton Rd: Chancellor, owner of LJC Properties, has a current HVAC business that is operated out of his residence and materials stored in the out building. To allow this, the SFR-1 zoning would need to be rezoned to RM-16, like the rest of the property. This zoning allows for a limited family business and seasonal storage. Chancellor had created two storage units prior to receiving a permit. The plan commission recommended approval of the plans submitted with the conditions the two units only be used for the owners business and personal storage. Motion by Endres, second by Rupp to approve

the rezone application and CSM with the conditions that no storage is provided outside the building, no new building structures be added to the property and only provide seasonal storage, not individual storage units. Motion carried (5-0)

Discussion and possible action to approve the 2022 Highway Expenditures: Motion by Ruegsegger, second by Meinholz to approve the 2022 Highway Expenditures as reviewed in the proposed budget Public Hearing. Motion carried (5-0)

Discussion and possible action to approve and adopt the proposed 2022 Town Budget: Motion by Rupp, second by Ruegsegger to approve and adopt the proposed 2022 Town Budget. Motion carried (5-0)

Discussion and possible action to approve the 2021 Tax Levy: Motion by Ruegsegger, second by Rupp to approve the 2021 Tax Levy. Motion carried (5-0)

Redistricting Resolution 11-15-21 Adopting a Ward Plan: Based on the 2020 census, every ward in Dane County has been reevaluated based on current population. Whether changes were made or not, a resolution adopting the wards every 10 years is required. Motion by Endres, second by Meinholz to adopt Resolution 11-15-21, adopting a Ward Plan. Motion carried (5-0)

Operator's License: Two applications were received, one from Phillips 66 and the other from All Stop. These were both reviewed and approved. Motion by Ruegsegger, second by Rupp to approve the Operator's License for Mike Griswold at Phillips 66. Motion carried (5-0) Motion by Endres, second by Meinholz to approve the Operator's License for Kyle Donovan at All Stop. Motion carried (5-0)

Town Supervisor Reports: Supervisor Ruegsegger meeting with the DeForest Area Senior Center was held on Tuesday, November 9th. They have completed interviews for the Director position and will be making an offer to the likely candidate. Supervisor Rupp meeting with the Dane-Vienna Fire Department is scheduled for Monday, November 29th. Supervisor Meinholz meeting with Waunakee EMS was held Thursday, November 11th. Meinholz was unable to attend but will provide minutes to the board upon receipt. Supervisor Endres meeting with Waunakee Fire Department is scheduled for Monday, November 29th.

Town Clerk's Report: Clark stated the office and shop would be closed on Thursday 11/25 and Friday 11/26 for Thanksgiving holiday.

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 \$75,550.21; Payroll \$5,214.88; Town Bills \$69,850.24; Utility 1 \$350.01 and Utility 2 \$135.08. Motion carried (5-0)

Adjourn: Motion by Endres, second by Rupp to adjourn. Motion carried (5-0). Meeting adjourned at 7:50 PM.

Prepared by: Kathleen Clark, Town Clerk

Note: These draft minutes are subject to approval.

Nomination Papers

Are you interested in having input on decisions made by the Town Board? There are two Town Board Supervisor offices up for reelection in April next year. If you are interested in running, please contact the office. The first day to circulate nomination papers is Wednesday, December 1st. Papers can be picked up at the office or printed off the Town's website. The completed packet needs to be filed with the Clerk no later than 5PM, Tuesday January 4th.

**Vienna Town Board Meeting Agenda
Monday, December 6, 2021**

The Vienna Town Board will meet on Monday, December 6, 2021 immediately following P&D Meeting 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 November 15, 2021 Town Board meeting
- Operator's License
- Town Supervisor Reports
- Town Clerk's Report
 - Trash/Recycle pick up day changed to Thursday in January
 - Election Paperwork for 2022
 - Utility 1 & 2 Budgets Meetings December 20th
- Review and authorize payments of current town and utility bills, wages and expenses
- Adjourn