



Town of Vienna Web Site Address: [www.vienna-wis.com](http://www.vienna-wis.com)

April, 2022

## April Election

The Spring Election will be held on **Tuesday, April 5, 2022**. Polls will be open from 7:00AM to 8:00PM. This election includes Circuit Court Judges, County Supervisor seat, School District Board members and Local seats. The locals up for election are incumbent Town Supervisor Gary Endres and new candidate Tim Hoegel. The Town has also added a referendum question regarding changing from an elected Town Treasurer versus an appointed Town Treasurer. Sample ballots by school district are posted in the Town Hall vestibule and on the Town website under the Election tab.

## Annual Town Board Meeting

The 172nd Annual Meeting of the Town of Vienna Electors will be held Tuesday April 19, 2022 at 6:30 PM at the Vienna Town Hall. This annual meeting is an opportunity to hear reports on how each department is doing as well as review the annual financials for the town. Electors are encouraged to attend and participate. The regular board meeting will be held immediately following the Annual Meeting.

## Electronics Recycling Program

We will be having our electronics recycling day on **Saturday, April 23, 2022 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, computer printers, fax machines, scanners, copiers, computer monitors, televisions, keyboards, DVD players, VCRs and cell phones. **Please do not bring dehumidifiers or other appliances**. We will not be able to take items in advance, so if you are unable to make it on April 23rd, 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.

## Brush Site Days and Hours

On Saturday, April 2nd, 2022 the Town of Vienna Brush Site will open for the season. The brush site will be open as usual on the 1st and 3rd Saturday of each month and followed by Wednesday afternoons. The key is also available in the office during office hours. Hours for April:

Saturday, April 2nd 9AM to 2PM

Wednesday, April 6th 4PM to 7PM

Saturday, April 16th 9AM to 2PM

Wednesday, April 20th 4PM to 7PM

## Road Work Begins

Spring is here and with it comes road repair and construction. This spring WIBU is scheduled for construction from County Road DM to Meek Road aka as County Line Road. We are also doing some work on Madigan Road between Hauser Road and Hwy 113. Also, we will be doing some patching, crack filling and chip sealing in areas that need it the most. When driving during construction, please pass with caution when approaching the work zones.

## Weight Limits Posted on Roads

Spring time of the year places hardship on the roads. Seasonal weight limits have been posted in March due to the early thaw this year. These weight limits are necessary to protect roads as the frost starts to leave the pavement. This causes the roads to weaken and crumble due to the excess moisture. This will also cause potholes in the roads as it starts to give way. If you notice a pothole that seems to be getting larger than usual, please call the office and report it so we can fill it before it gets any worse.

# Town of Vienna Board Minutes

## March 7, 2022

The regular meeting was called to order on Monday, March 7, 2022 at 7:00pm by Chair Jerry Marx. Supervisors Steve Ruegsegger, Treasurer Nikki Roessler, PW Supervisor Scott Benson and Clerk Kathy Clark were present. Supervisor Gary Endres arrived at 7:09pm. Also, Resident Dakota Cable was present. Supervisors Sherri Meinholz was excused.

### **Pledge of Allegiance was recited**

**Public Comment:** None

**Approval of Minutes:** Motion by Ruegsegger, second by Marx to approve the minutes for the February 21, 2022 town board meeting. Motion carried (2-0, 1 abstained).

**Treasurer Report on Fund Balances and Debt Schedules:** Roessler handed out a list of all the bank investment accounts and loan balances as of current date. Roessler explained that all annual transactions have been completed such as loan payments, tax settlements and budgeted transfers to replacement accounts. Union Cemetery account is held with Edward Jones as a perpetual fund that continues to invest in mutual funds. Roessler also discussed reserved funds within the general fund that are set aside for specific costs such as the assessor or auditors. The town has a line of credit in the amount of \$250K that has not been used to date. Discussion followed.

**Discussion and possible action on WIBU Road Project:** Clark explained that it was time to gather estimates for the 2022 road projects. Last discussion determined the road should be widened with wider shoulders. Also, at the intersection of WIBU and Meek Road, the roads need to be realigned to match up. Benson wanted to confirm this is what the board was directing before meeting with the Engineer.

**Operator's License:** None

**Town Supervisor Reports:** Supervisor Ruegsegger meeting with the DeForest Area Senior Center is scheduled for Tuesday, March 8th. Supervisor Rupp meeting with the Dane-Vienna Fire Department was held Monday, February 28th. Supervisor Meinholz meeting with Waunakee EMS is scheduled for Thursday, March 10th. Supervisor Endres meeting with Waunakee Fire Department was held Monday, February 28th.

**Town Clerk's Report:** Clark referred to Ruegsegger regarding a Broadband Webinar that he attended. The webinar was an informative session for residents to express issues with internet services currently provided. This was not a webinar to discuss funding for expanding our broadband coverage. Information for broadband grants is available but the difficulty is getting the provider to partner with the town.

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

Motion by Ruegsegger, second by Rupp to approve the current town bills as stated in the amount of \$229,765.90; Payroll \$17,706.57; Town Bills \$211,908.59; Utility 1 \$125.37 and Utility 2 \$25.37. Motion carried (4-0)

**Convene into Closed Session:** Pursuant to Wis. Statute 19.85.1(e) Deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session (Discuss Boundary Agreement with Village of DeForest) Roll Call vote: Endres, yes; Marx, yes; Rupp, yes; Ruegsegger, yes. Board convened at 7:37pm. No action was taken.

**Reconvene into Open Session:** Motion by Ruegsegger, second by Rupp to reconvene into open session at 8:20PM.

**Adjourn:** Motion by Ruegsegger, second by Rupp to adjourn. Motion carried (4-0). Meeting adjourned at 8:21PM.

**Prepared by:** Kathleen Clark, Town Clerk

**Note:** These draft minutes are subject to approval at the March 21, 2022 Town Board Meeting

# Town of Vienna Board Minutes

## March 21, 2022

The regular meeting was called to order on Monday, March 21, 2022 at 7:00pm by Chair Jerry Marx. Supervisors Gary Endres, Sherri Meinholz, Ron Rupp, Steve Ruegsegger and Clerk Kathy Clark were present.

### **Pledge of Allegiance was recited**

**Public Comment:** None

**Approval of Minutes:** Motion by Rupp, second by Ruegsegger to approve the minutes for the March 7, 2022 town board meeting. Motion carried (5-0).

**Discussion and possible action on Fund Balance Policy:** Clark informed the board that during a meeting with the Auditors from Johnson Block on March 8<sup>th</sup>, a discussion took place on the proper balance to maintain in the general fund. The average recommendation is 15%-25% of the towns operating budget. The Auditors suggested implementing a fund balance policy so there is a procedure on file for future reference. Endres stated the budget has several pass thru funds included such as school tax, fire district and other items that could be excluded for a true net operating budget balance. That would change the total in dollars to maintain as a reserve. With the town having a \$250K line of credit at the bank, is a policy tot reserve funds in general fund necessary for the town. It is not required to have this policy so it is up to the town board.

Ruegsegger stated it would be good to have something on file for future reference. Motion by Ruegsegger, second by Rupp to maintain a balance of 15% or no less than \$250K balance in the general fund. Motion carried (4-1)

**Discussion and possible action on Liquor Sale**

**Hours:** One of the businesses in Vienna on County Hwy V (by interstate) had asked if the town would consider changing the current hours set by town to hours allowed by state statute. Under Wisconsin state law, packaged liquor may be sold between 6:00 am and 9:00 pm any day of the week. Packaged beer and wine may be sold between 6:00am and midnight. The Village of DeForest follows state guidelines for liquor sales which creates a disadvantage for Town of Vienna businesses. By changing the hours, all businesses would be on the same playing field. Motion by Ruegsegger, second by Meinholz to change the hours to allow liquor sales from 6am to 9pm and beer/wines sales 6am to midnight. Motion carried (5-0)

**Operator's License:** None

**Town Supervisor Reports:** Supervisor Ruegsegger meeting with the DeForest Area Senior Center was held on Tuesday, March 8<sup>th</sup>. The center is now open to the public. Supervisor Rupp meeting with the Dane-Vienna Fire Department is scheduled for Monday, March 28<sup>th</sup>. Supervisor Meinholz meeting with Waunakee EMS was held Thursday, March 10<sup>th</sup>. Supervisor Endres meeting with Waunakee Fire Department is scheduled for Monday, March 28<sup>th</sup>.

**Town Clerk's Report:** Clark informed the board that Associated Appraisals are working around town so if anyone has questions, please direct them to the office or direct to contact Associated Appraisals directly.

**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 \$17,258.19; Payroll \$5,787.38; Town Bills \$16,796.65; Utility 1 \$334.41 and Utility 2 \$127.13. Motion carried (5-0)

**Adjourn:** Motion by Ruegsegger, second by Rupp to adjourn. Motion carried (5-0). Meeting adjourned at 7:20PM.

**Prepared by:** Kathleen Clark, Town Clerk

**Note:** These draft minutes are subject to approval at the March 21, 2022 Town Board Meeting

## April 2022 Election Referendum

The Town Board of Vienna is looking to convert the Treasurer's office from an elected position to an appointed position. This change would take effect in April, 2023 when the current term of the Treasurer ends. To accomplish this, the board took the first step by adopting Ordinance 12-2021, to place a referendum on the April ballot for electors to vote on (see below). To understand this decision, included are reasons why towns switch to having an appointed clerk or treasurer versus elected.

## Appointed Positions:

1. Do not have to be town residents.
2. Have their qualifications, job descriptions, and wages/benefits set by the town board as they are essentially town employees hired by the board.
3. Cannot be removed by the board during their term of office, unless there is "cause" for removal (misconduct in office or neglect of duties). This means there would need to be a hearing and other due process protections afforded before someone could be removed from office. That said, once his or her term expires, the town board can simply choose not to re-appoint a clerk or treasurer without having to establish cause.
4. Can be appointed for a term not to exceed 3 years at one time. Can be appointed for a shorter term such as six months or one year or whatever the board deems appropriate. The board may also re-appoint the person for successive terms, if desired.

## Elected Positions:

1. Do have to be town residents.
2. Are answerable to the electorate and cannot be required by the board to hold specific qualifications or obtain training (unless required by state law-such as election training for clerks). Cannot be required by the board to keep set hours at the town hall or be required to work a certain number of hours per week.
3. Can be recalled from office like other elected officials. Can also be removed from office by a majority vote of the board, but only if the reason for removal is continued physical inability to perform the duties of the office or gross neglect of duty, s. 17.13(2m), Wis. Stat.
4. Are elected for two year terms at the spring election in odd-numbered years

## **Vienna Town Board Meeting Agenda Monday, April 4, 2022**

The Vienna Town Board will meet on Monday, April 4, 2022 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 March 21, 2022 Town Board meeting
- Discussion and possible action on Pledge amount at Bank
- Operator's License
- Town Supervisor Reports
- Town Clerk's Report
  - Election April 5<sup>th</sup>
- Review and authorize payments of current town and utility bills, wages and expenses
- Adjourn