



Town of Vienna Website Address: www.viennawi.gov

August, 2024

August Partisan Primary Election

The August Partisan Primary Election will be held on Tuesday, August 13, 2024. **This is a Partisan Primary. Voters must vote by party or your vote will not count.** Races in the primary include US Senate, Representatives in Congress and Assembly, District Attorney and Dane County Clerk, Treasurer and Register of Deed offices. On the back of the ballot, there is an seat for the County Executive and two referendums. Sample ballots have been posted at Town Hall and on the Town website. You can request to have a ballot mailed to you or update your registration by logging into "My Vote" at myvote.wi.gov. Also, paper forms for this can be found in the vestibule of the office. The last day to request a ballot by mail is Thursday, August 8th. The last day to early vote in person is Friday, August 9th. If you have any questions, please contact the office at 608-846-3800. As a reminder, if you received a ballot by mail, please mail it back to the office before August 13th or deliver to the office by August 13th so your votes will count.

Town Roads open for ATV/UTV Riding

The town board had officially approved the use of ATV/UTV on town roads April 16th by adopting Ordinance #2024-01 ATV/UTV regulations at a town board meeting. Roxbury Valley Riders Club was very helpful in coordinating this project. Our local representative, Jayme Goodwin, has been working with Roxbury Club on this and posting the signs around town to ensure all regulations are met prior to opening the roads. Also, Dane County Deputy dropped off free state regulation books with ATV/UTV laws for your reference. These are located in the town hall vestibule which is always open. The town Ordinance does list specific rules for the town such as setting the speed limit not to exceed 45 miles per hour unless a reduced speed is posted. Vehicles should operate with fully functional headlights, taillights, and brake lights. Lights must be on at all times and passengers under the age of 18 must wear a minimum DOT standard ATV or motorcycle helmet with chin strap properly fastened. A complete copy of the town Ordinance can be found on our website under the Government tab. All towns roads can be driven on except State Hwy 113 or County Hwy Roads DM, I or V. These roads can be crossed over but not driven on. Lastly, the Towns of Roxbury, Lodi, Dane, Vienna and Arlington have opened their roads up for ATV/UTV riding.

Annual Windsor Kite Festival

The DeForest Windsor Area Chamber and Village of Windsor are excited to bring the 3rd Annual Windsor Kite Festival on Saturday, August 3rd at Windsor Sports Commons, 4174 CTH V, from 10am to 3pm! The Wisconsin Kitters will have some amazing displays of beautiful giant show kites, precision stunt teams performing mesmerizing aerial ballet with their dual and quad line kites, spectacular and colorful ground displays and activities for kids and adults!

Real Estate Tax Payments

The second installment of property tax was due Wednesday, July 31, 2024 and should have been made payable to Dane County Treasurer. If you have missed the July 31st deadline, the full amount of tax will be penalized with interest accrued on the full amount, even if the first installment was paid timely. If you have any questions or concerns, contact Dane County Treasurer at 608-266-4151 to establish a payment plan.

August Brush Site Hours

The brush site will be open on the following dates and times. Saturday, August 3rd from 9AM to 2PM and Wednesday, August 7th from 4PM to 7PM. It will be open again on Saturday, August 17th from 9AM to 2PM and Wednesday, August 21st from 4PM to 7PM. The key is available at the office during regular business office hours Monday–Friday, 8AM to 4PM. It is in the entrance way with a sign out sheet everyday during the week.

Brush Site Piles

At the brush site, there are sorted piles where items go. There is a pile for grass clippings and leaves. Another pile for fire logs and large cuts of tree trunks. Another pile if for tree limbs, sticks and brush. The sorting the items helps the town Public Works crew with disposing the items and cleaning up the brush site. Your efforts will help reduce the amount of time it takes to accomplish this, which provides more time to focus on roads.

Town of Vienna Board Minutes July 1, 2024

The regular meeting was called to order on Monday, July 1, 2024, at 7:00PM by Chair Jerry Marx. Supervisors Steve Ruegsegger, Dakota Cable, Sherri Meinholz, Gary Endres, and Clerk Kathy Clark were present. Also, present Tri County Reps Dustin Gradel, Pat Cadigan, Attorney Mark Hazelbaker, GEC Rep Kory Anderson, Residents Dave Lynch, Joe Henry, Scott Maier, Nancy Caldwell.

Pledge of Allegiance was recited.

Public Comment: Lynch stated that Tri County requested operation hours that would go until 8pm, when most businesses in the area have already closed. Lynch talked to the neighbors, and everyone agreed closing at 8pm is too late for the area. The neighbors and Lynch understand that DOT jobs require night operations so that would be the exception. Marx asked if the hours were revised to 6am to 6pm, instead of 6am to 8pm would that be acceptable. Lynch said there should be a compromise when looking at the applications. The proposed amended hours were the compromise and seemed to satisfy the discussion.

Approval of Minutes: Motion by Ruegsegger, second by Meinholz to approve the minutes for the June 17, 2024, town board meeting. Motion carried (5-0).

Discussion and possible action on Amending Tri County CUP 2621 Hours of Operation-Dane County tabled until next meeting July 9, 2024: Clark explained that during the Dane County public hearing held June 18th, a concern was raised regarding the hours of operation. Dane County tabled the CUP application so this could be resolved prior to a final decision being made. Gradel stated the hours requested in the application were depicted from other application he reviewed. Since the regular quarry hours of daily operations are 6am-6pm, the board concluded the same hours should be suggested for this CUP application. Motion by Ruegsegger, second by Cable to amend the hours of operation from 6am to 8pm to 6am to 6pm. Motion carried (4-0, 1 abstained-Endres)

Discussion and possible action on Opting out of County Zoning-Attorney Hazelbaker and GEC Kory Anderson: Clark introduced the presenters to the board members. Hazelbaker represents the six towns that opted out of Dane County zoning in 2017. This was the first-time townships were allowed to opt out of Dane County zoning. The same towns hired GEC to do their inspections for rezone and conditional use permits applications. Dane County still maintains Shoreland and Erosion Control permitting but Hazelbaker stated they are looking into having this moved local government. Hazelbaker provided the history on how the towns in Dane County initiated the opt out option using Comprehensive revisions to accomplish this. Years later, the state recognized this change in Dane County and created Act 264. This would empower towns statewide to withdraw from county zoning without county approval or a comprehensive revision of the county ordinance.

Procedures are established at the town level with the assistance of GEC. Anderson explained that all applications for rezone or conditional use are reviewed by GEC to ensure full compliance. If the rezone or CUP application is near wetlands, the application is shared with the county for further review and permitting. The town does need to create a zoning ordinance, comprehensive plan and an official map prior to proceeding. Feedback from the towns that have opted out of county zoning is it is a faster turnaround, easier to work with the town directly and involves elected officials that understand farming and the area much better than employees at the county level. Discussion followed. Hazelbaker suggested a workshop with the board and plan commission to discuss this topic further. The board will consider this and plan to have Hazelbaker back to another meeting first.

Operator's License: Two Operators license applications, Joseph Leslie and Scott Laufenberg, for the Waunakee Gun Club were presented for review and approval. Motion by Endres, second by Meinholz to approve Joseph Leslie and Scott Laufenberg applications as presented. Motion carried (5-0)

Town Supervisor Reports: Supervisor Steve Ruegsegger meeting with Cornerstone Community Center is scheduled for Tuesday, July 9th. Supervisor Cable meeting with Waunakee EMS is scheduled for Thursday, July 11th. Supervisor Meinholz meeting with Dane-Vienna Fire Department was held Monday, June 24th. Supervisor Endres meeting with Waunakee Fire Department was held Monday, June 24th.

Town Clerk's Report: Clark informed the board that Chip Sealing will begin the first part of this month. Also, the office will be closed in observation for July 4, 2024 holiday. Endres asked if the town will resume ditching as part of the road maintenance program. Clark will talk with public works guys further on areas that may need ditching work done.

Review and authorize payments of current town and utility bills, wages, and expenses: Motion by Ruegsegger, second by Cable to approve the current town bills as stated in the amount of \$37,747.68; Payroll \$21,572.77; Town Bills \$15,964.81; Utility 1 \$183.45 and Utility 2 \$26.65. Motion carried (5-0)

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

Prepared by: Kathleen Clark, Town Clerk

Note: These draft minutes are subject to approval at the July 15, 2024, Town Board Meeting

Town of Vienna Plan Commission Minutes Monday, July 8, 2024

The Town of Vienna Plan Commission meeting was called to order on Monday, July 8, 2024, at 7:00PM by Chair Brian Meinholz. Commissioners Steve Herbrand, Joe Henry, Cate Heath, Jim Koch (via ZOOM) and Clerk Kathy Clark were present.

Recite the Pledge of Allegiance

Public comment: None

Approve the minutes: Motion by Herbrand, second by Henry to approve the minutes for the June 10, 2024 Plan Commission meeting. Motion carried (5-0).

Dane County Senior Planner Curt Kodl, Comprehensive Plan Discussion and Review: Kodl explained that the review of the existing comprehensive plan has been edited for duplicate language information showing up in more than one chapter. Also, updates to current conditions in the town have been added while other land use agreements that were once in place have been removed due to termination. Workforce housing was discussed for agricultural operations. One way to accomplish this would be to apply for a Conditional Use Permit (CUP) to set up temporary housing for workers. However, once the CUP expires, the temporary housing would have to be removed. Another means would be to set up affordable housing in the town that would house many of the workers located in the area. Currently, the town discourages multiple housing such as duplexes, triplexes or multi-unit buildings. The commission will follow up on this once more information is retrieved, including researching funding such as grants available. Kodl discussed the remainder of sections that still need review and approval. Solar language will be added under Utilities to ensure proper agreements are in place and all tax revenue that will be lost is negotiated for "payments in lieu of tax" also known as PILOT payments. Henry asked if language should be added if the town is to Opt Out of County Zoning. Since the next date to proceed with opting out of Dane County is out a few years, it is too soon to add the language but when the time gets closer, the comprehensive plan will be amended. Discussion followed. Kodl will continue to work on the chapters in preparation for the next meeting.

Adjourn: Motion by Heath, second by Herbrand to adjourn. Motion carried (5-0) Meeting was adjourned at 7:34pm.

Prepared by: Kathleen Clark, Clerk

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

Town of Vienna Board Minutes July 15, 2024

The regular meeting was called to order on Monday, July 15, 2024, at 7:00PM by Chair Jerry Marx. Supervisors Steve Ruegsegger, Dakota Cable, Clerk Kathy Clark and Resident Nancy Caldwell were present. Supervisors Sherri Meinholz and Gary Endres were excused.

Pledge of Allegiance was recited.

Public Comment: None

Approval of Minutes: Motion by Ruegsegger, second by Cable to approve the minutes as amended for the July 1, 2024, town board meeting. Motion carried (3-0).

Discussion and possible action on Municipal Code Enforcement Services: Allison Schwark, founder of Municipal Code Enforcement Services, provided a power point presentation of all the services provided by this company. Code enforcement is the process of ensuring compliance with state and local regulations and policies governing building standards, zoning ordinances, licensing, health sanitation, fire safety measures and other aspects of public welfare. Marx asked if this is the same service that our building inspector provides but it is not. The town's building inspector issues permits and inspects buildings but does not enforce our zoning ordinances. This company will continue to follow up on a reported issue and even issue citations if no response is received. Areas of concern in the town include property maintenance, abandoned vehicles, zoning infractions and other complaints received in the office. This company started 8 years ago, dominantly covering the Walworth County area but has since branched out into other areas, including Dane County. The contract is flexible and can be written so that the town has an "as needed" basis for services instead of a monthly or annual fee. The hourly rate is \$49 an hour and this is only charged to the town for the time spent addressing the issue. There is no charge for mileage or down time if no issues need to be dealt with. Discussion followed. Motion by Cable, second by Ruegsegger to table this until the next meeting when the board members are all present. Motion carried (3-0)

Operator's License: None

Town Supervisor Reports: Supervisor Steve Ruegsegger meeting with Cornerstone Community Center was held Tuesday, July 9th. Ruegsegger was unable to attend. Supervisor Cable meeting with Waunakee EMS was held Thursday, July 11th. Cable was unable to attend but the commission is still working on a possible agreement with Middleton. Supervisor Meinholz meeting with Dane-Vienna Fire Department is scheduled for Monday, June 29th. Supervisor Endres meeting with Waunakee Fire Department is scheduled for Monday, June 29th.

Town Clerk's Report: Clark informed the board that the office will be closed all day tomorrow, July 16th for Dane County Training. The Village of DeForest is holding a public hearing scheduled for July 16th to discuss the discontinuation of Linde Lane as originally platted. Another point of entrance will be designed once development is planned. Chip sealing will start in August due to the rain delays.

Review and authorize payments of current town and utility bills, wages, and expenses: Motion by Ruegsegger, second by Cable to approve the current town bills as stated in the amount of \$19,904.45; Payroll \$5,894.36; Town Bills \$11,756.34; Utility 1 \$2,061.50 and Utility 2 \$192.25. Motion carried (3-0)

Adjourn: Motion by Ruegsegger, second by Cable to adjourn. Motion carried (3-0). The meeting adjourned at 7:44PM.

Prepared by: Kathleen Clark, Town Clerk

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

Vienna Town Board Meeting Agenda Monday, August 5, 2024

The Vienna Town Board will meet on Monday, August 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 July 15, 2024 Town Board meeting
- Discussion and possible action on Municipality Code Enforcement Service
- Discussion and possible action on ETF Health Benefits for Part Time Employees
- Operator's License
- Town Supervisor Reports
- Town Clerk's Report
 - Chip Sealing scheduled to begin first part of August
 - Partisan Primary Election on August 13th
 - PC meeting scheduled August 19th prior to Board Meeting
- Review and authorize payments of current town and utility bills, wages, and expenses
- Adjourn