



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

February, 2025

February Primary Election

There will be Primary Election on Tuesday, February 18th for the position of State Superintendent of Public Instruction. Yes, only one seat with 4 candidates is on this ballot. Polls open at 7:00 AM and close at 8:00 PM. In-person absentee ballots for the February 18th election will be available in the clerk's office starting Tuesday, February 4, 2025 with hours from 9:00AM-3:00PM, MONDAY- FRIDAY. The last day to vote an absentee ballot in the clerk's office is Friday, February 14th. **There will be no voting allowed Monday, February 17th, due to State Statute.** Registration can take place at anytime throughout the year and/or on the day of an election. Are you registered to vote? Log in to www.myvote.wi.gov and search by your name or address to confirm. You can update information on this site or register online if needed.

Town Office Candidates

This April Spring Election there are 3 town board seats up for re-election. Incumbents, Jerry Marx, Town Chair and Sherri Meinholz, Supervisor II, filed nomination papers to serve on the Town Board for another two year term beginning April, 2025. Incumbent Steve Ruegger, Supervisor I, filed non-candidacy papers. Two new candidates filed nomination papers. Residents Amanda Nickel and Matt Plendl. Both will be on the ballot this spring.

Spring Primary Ballot

This is the only seat on the February 18th ballot. Since there are 3 candidates, the primary is held to reduce this to 2 candidates for the Spring Election in April.

State Superintendent -Vote for 1

Jeff Wright
Brittany Kinser
Jill Underly

Assessor in Town

Associated Appraisal Consultants will be in town updating assessments and property information over the next few months. This is a regular tax year so there is no revaluation taking place. Please note: If you have removed/torn down any buildings, garages or barns, a building permit from the town is required. The purpose of the permit is to update the assessor so they know to remove the structures from your tax assessment.

BMX Track Land

The BMX Organization no longer can lease the land on Hickory Lane as the owner plans to develop the land for commercial use. Town of Vienna would like to see BMX stay in town if possible so we are looking for land to lease or buy that could serve as a BMX track. They are looking for 5 to 8 acres to lease. Please contact the office if you have some land to discuss.

Land Annexations Continue Near Interstate

Over the last month or so, the town has received two more annexations of land to the Village of DeForest. The first one was received at the end of December. This annexation includes approximately 3 acres of undeveloped land located on the corner of Gene St and County Highway V, parcel #090914460330. This will become a new hotel for the Village. The second annexation was just received for approximately 25 acres of partially undeveloped land located along County Highway I, just off County Highway V, parcel #090914480650. Currently Tri-County is extracting material on this property, processing about 10 acres of this land, while the remainder of the land will be developed in the future. As a town, Vienna does not have any authority to deny lands annexed to the Village.

Town of Vienna Board Minutes January 6, 2025

The regular meeting was called to order on Monday, January 6, 2025, at 7:00PM by Chair Jerry Marx. Supervisors Steve Ruegsegger, Dakota Cable, Sherri Meinholz, Gary Endres, and Clerk Kathy Clark were present. Also present, residents Amanda Nickel, Matt Plendl and Nancy Caldwell.

Pledge of Allegiance was recited.

Public Comment: Amanda Nickel announced she is running for the town board supervisor position. Nickel has planning management and financial background. She works with the 4H Club and volunteers in the Waunakee School District. Matt Plendl also announced he is running for the town board supervisor position. Plendl moved to Vienna in 2018 and was working as a state trooper. Plendl now serves on the Waunakee Police Department. His background is in law enforcement, but he has an interest in local government as well.

Approval of Minutes: Motion by Ruegsegger, second by Meinholz to approve the minutes for the December 16, 2024, town board meeting. Motion carried (5-0).

Discussion and possible action on Comprehensive Plan as Recommended by Plan Commission: Element 1-Agriculture is a larger section which the Plan Commission reviewed and revised over several meetings. The main goal emphasized is the preservation of a rural community. Most of the language is still applicable today, including the main goal. However, the 20-year ownership of land and that the property needs to be contiguous for the 75 acres of land should be further discussed for future development. Motion by Endres, second by Ruegsegger to approve element 1 with the removal of the 20-year ownership and 75 contiguous acres. Motion carried (5-0)

Discussion and possible action on Office Cleaning Service: Clark explained that the office cleaning has been lacking a bit in thoroughness. Another cleaning service company had asked for the opportunity to provide a quote to clean our town hall. The quote came in higher than expected so Clark reached out to another Vendor. The board agreed to wait until the next quote is received to compare services and costs. Clark will bring back to board once further information is received.

Discussion and possible action on Appointment of HR Committee: Clark explained that the last review of the employee handbook took place in April, 2016. Sections regarding employee benefits need updating due to the Wisconsin State Retirement System (WRS) 2025 changes in health benefits provided by employers. Language regarding overtime needs clarification and at budget time, compensation should be discussed prior to approval of budgets to determine what should be considered each year. Endres stated that a resident could be on the committee to ensure objectivity. This would become effective in April if approved. Further discussion will take place regarding this new committee prior to April appointments.

Operator's License: None

Town Supervisor Reports: Supervisor Steve Ruegsegger meeting with Cornerstone Community Center was held Tuesday, December 10th. They are still working on

the Intergovernmental Agreement. Supervisor Cable meeting with Waunakee EMS was held Thursday, December 12th. Supervisor Meinholz meeting with Dane-Vienna Fire Department was held Monday, December 30th. Supervisor Endres meeting with Waunakee Fire Department was cancelled for December.

Town Clerk's Report: Clark reminded the board that the Town of Westport board members plan to attend the January 20th meeting. A public notice was received from US Cellular regarding a proposed cell tower to be constructed in Town of Vienna on Cuba Valley Road. There have been a few calls received regarding this cell tower. Further information will be forthcoming. A new annexation request was received for the empty lot on the corner of Gene St and County Hwy V. The lot is 2.6 acres and is zoned business. The owner plans to build a new hotel on it.

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 \$1,441,183.30; Payroll \$24,498.99; Town Bills \$1,416,407.56; Utility 1 \$276.75 and Utility 2 \$0. Motion carried (5-0)

Adjourn: Motion by Endres, second by Cable to adjourn. Motion carried (5-0). The meeting adjourned at 7:30PM.

Prepared by: Kathleen Clark, Town Clerk

Note: These draft minutes are subject to approval at the January 20, 2025, Town Board Meeting

Town of Vienna Plan Commission Minutes Monday, January 13, 2025

The Town of Vienna Plan Commission meeting was called to order on Monday, January 13, 2025, at 7:00PM by Chair Brian Meinholz. Commissioners Steve Herbrand, Cate Heath and Clerk Kathy Clark were present. Dane County Plan Representative Curt Kodl and resident Nancy Caldwell were also present. Jim Koch and Joe Henry were excused.

Public comment: None

Approve the minutes: Motion by Herbrand, second by Heath to approve the minutes for the December 9, 2024, Plan Commission meeting. Motion carried (3-0).

Dane County Senior Planner Curt Kodl, Comprehensive Plan Discussion and Review: Kodl opened with review of Element/Chapter 1-Agriculture. Meinholz questioned if language was removed since the last review. Kodl had revised the chapter based upon the town board's comments about the language for Agriculture properties. Meinholz requested the language be added back in to discuss the proposed changes with the board members at the next joint meeting. The same request was made for Element 2-Housing Goals. Language was removed from this due to the board's comments, but Kodl will add it back in for discussion at the next meeting. Review of Element 8-Intergovernmental Cooperation was reviewed and approved with revisions. Motion by Heath, second by Herbrand to recommend the approval of Element 8-Intergovernmental Cooperation to the board. Motion carried (3-0)

Discussion of Special Plan-Board Meeting: Clark explained that the plan commission has now reviewed all the elements/chapters of the comprehensive plan. At this point, a joint meeting will be scheduled for either February 3rd or February 10th with board members to discuss the final changes to the Agriculture and Housing sections. Clark asked what date would work better for the PC members. February 10, 2025, was selected for the next meeting.

Adjourn: Motion by Heath, second by Herbrand to adjourn. Motion carried (3-0) Meeting was adjourned at 7:40pm.

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 20, 2025

The regular meeting was called to order on Monday, January 20, 2025, at 7:00PM by Chair Jerry Marx. Supervisors Steve Ruegsegger, Dakota Cable, Gary Endres, Clerk Kathy Clark, Treasurer Lori Breiwa, PW Scott Benson and Bill Newman were present. Also present, Village of Westport Representatives, Tri-County Representatives, Residents Amanda Nickel, Laverne Wipperfurth and Nancy Caldwell. Supervisor Sherri Meinholz was excused.

Pledge of Allegiance was recited.

Public Comment: None

Approval of Minutes: Motion by Ruegsegger, second by Cable to approve the minutes for January 6, 2025, town board meeting. Motion carried (4-0).

Town of Westport Board Presentation and Discussion: Dean Grosskopf introduced the members present at the meeting. John Cuccia, Town Chair, noted that the Town of Westport unanimously voted to support a petition to the state to Incorporate the town as a village. Attorney Bill Cole explained that the only way to control growth, land use, establish fixed borders and prevent further annexations from other boundary municipalities is to incorporate. Agreements with other municipalities are in the work. Cole will send a draft letter to Vienna to review and possibly agree to sign. Discussion followed.

Discussion and possible action on Comprehensive Plan as Recommended by Plan Commission: Element 8-Intergovernmental Agreements was reviewed and revised over several meetings. This section of the Comprehensive Plan was outdated when referring to other boundary agreements and territories. Motion by Endres, second by Cable to approve Element 8-Intergovernmental Goals as presented. Motion carried (4-0)

Discussion and possible action on Tri-County CUP Amendment-Zoi Lane Location: Tri-County Paving was approved for a CUP for a short-term lease of land for material located along Zoi Lane. After digging material for a few months, Tri-County determined the material could not be used for asphalt. It could be used to process other products but to be cost effective, Tri-County would bring crushing equipment and loaders to process material on-site, including adding a well. Motion by Endres, second by Cable to approve the addendum to the conditional use permit (CUP) as requested. Motion carried (4-0)

Discussion and possible action on Cornerstone Community Center Contract: Clark explained this contract has been in the works since the beginning of 2024. It is an agreement that allows the Community Center to operate independent from the three municipalities while still receiving funding and contributions from the municipalities. Once signed by everyone, it will be submitted to the IRS for review. Motion by Ruegsegger, second by Endres to approve the Cornerstone Community Center agreement. Motion carried (4-0)

Operator's License: None

Town Supervisor Reports: Supervisor Steve Ruegsegger meeting with Cornerstone Community Center was held Tuesday, January 14th. The final proposed agreement was reviewed and approved. Supervisor Cable meeting with Waunakee EMS was held Thursday, January 16th. Supervisor Meinholz meeting with Dane-Vienna Fire Department is scheduled for Monday, January 27th. Supervisor Endres meeting with Waunakee Fire Department is scheduled for Monday, January 27th.

Town Clerk's Report: Clark had both names of candidate's names in a bowl for selection of ballot position. Nickel's name was selected to appear first on the ballot. Breiwa created a new Treasurer's report reflecting bank account balances for the board to receive quarterly updates on. The first board meeting of the month scheduled for February 3rd has been cancelled due to a Joint Meeting with the Plan Commission and Town Board scheduled for February 10th at 7pm.

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 \$29,720.48; Payroll \$7,559.10; Town Bills \$6,182.50; Utility 1 \$15,825.73 and Utility 2 \$153.15. 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 (Strategic Planning relating to Boundary Issues) Motion by Ruegsegger, second by Cable to convene in closed session. Motion carried (4-0). Roll Call vote: Ruegsegger, yes, Cable, yes; Marx, yes; Endres, yes. The board convened at 7:51PM.

Reconvene into Open Session: Motion by Ruegsegger, second by Endres to reconvene to open session. Motion carried (4-0) No action was taken.

Adjourn: Motion by Ruegsegger, second by Endres to adjourn. Motion carried (4-0). The meeting adjourned at 8:34PM.

Prepared by: Kathleen Clark, Town Clerk

Note: These draft minutes are subject to approval on January 20, 2025, Town Board Meeting

**Town of Vienna
Town Board and Plan Commission
Joint Meeting Agenda
Monday, February 10, 2025**

The Plan Commission will meet on Monday, February 10, 2025 at 7:00PM at the Town Hall, located at 7161 County Highway I, DeForest, WI or via ZOOM. The agenda for this meeting includes the following items:

- Call the Joint meeting to order
- Recite the Pledge of Allegiance
- Public comment
- Approve or amend the minutes of the January 13, 2025 Plan Commission meeting
- Approve or amend the minutes of the January 20, 2025 Town Board meeting
- Review and authorize payments of current town and utility bills, wages and expenses
- Dane County Senior Planner Curt Kodl, Comprehensive Plan Discussion and Review
- 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 (Strategic Planning relating to Boundary Issues)
- Reconvene into Open Session; take action, if any
- Adjourn