



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

July, 2024

Real Estate Tax Payments

The second installment of property tax is due Wednesday, July 31, 2024. **This payment must be made out to Dane County Treasurer and mailed to their office at P.O. Box 1299, Madison, WI 53701. We cannot accept or process the second installment payments at our office.** Payments can also be made online on Dane County's website. You should have received a reminder notice by now from the Dane County Treasurer. If you haven't and need to look up the amount of what you owe, you can log onto Access Dane at accessdane.danecounty.gov website and look up your tax information by entering your address. There is also a link on this for making your payment online. If you do not have access to a computer, feel free to contact the office and we will assist you with that information. If payment is not made by the due date, interest will be accrued on the full tax amount due.

August Partisan Primary

The 2024 Partisan Primary will be held on August 13, 2024 in preparation for the November General Election. This Partisan Primary election only allows voters to vote within one political party. Parties are Democratic, Republican, Constitution, Libertarian, and Wisconsin Green. The offices within the five parties up for election include United State Senator, Representatives of Congress in District 2 and representative of Assembly District 81, Dane County District Attorney, Dane County Clerk, Dane County, and Dane County Register of Deeds. Treasurer and State Senators and Representatives and includes two referendums. The anticipated turn out for this election is 80% due to the offices involved. If you have requested an absentee ballot, it will be mailed out June 26th. If you are not registered to vote, you can do that anytime between now until the election. Forms are available online or in the entranceway of town hall. The use of the drop box is still unclear and to avoid any issues, the Town is asking that you mail back your absentee ballot or drop it off in person at the office anytime during normal business hours. Reminder, registration and absentee forms can be easily filed electronically by logging into www.myvote.wi.gov

Office Hours

The office and public works department will be closed Thursday, July 4th in recognition of Independence Day. Regular hours will resume on Friday, July 5th. Happy Independence day to all. Please avoid using fireworks this year, especially if you are in a high populated residential area. If you decide to use fireworks, use caution in what type of fireworks you choose and be aware of your surroundings. Rockets shoot straight up but land on roofs or in trees that can be damaging. Be safe and have fun!!

Chip Sealing Begins in July

Bids for this years chip seal were received in May. Fahrner Asphalt Paving was awarded the project this year. Roads included in this years project are Old 113 from Stevenson to Ripp to Cuba Valley Rd to State Road 113; Cuba Valley from Schumacher to State Road 113; Schwoegler Dr Cul-de-Sac; Patton Rd form Cuba Valley to Easy St. Also included this year is Windsor Prairie Rd from River Road to Easy Street. This part of the chip seal will use a finer rock to seal with due to the highly populated residential area.

Brush Site Hours for July

The brush site will be open on the following dates and times. Saturday, July 6th from 9AM to 2PM and Wednesday, July 10th from 4PM to 7PM. It will be open again on Saturday, July 20th from 9AM to 2PM and Wednesday, July 24th from 4PM to 7PM. Also, the key is available at the office during regular office hours Monday –Friday, 8AM to 4PM. If you have a large project and need to use the key on a weekend that the brush site is closed, you can sign out a key to use. A form is completed in the office to track the key use. The key needs to be turned back in by Sunday night or Monday morning at the latest. It can be put in the drop box or handed in at the office.

Town of Vienna Board Minutes June 3, 2024

The regular meeting was called to order on Monday, June 3, 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, Terry Wenger, Dustin Gradel and Pat Cadigan, Residents Ron Rupp, Nancy Caldwell.

Pledge of Allegiance was recited.

Public Comment: Rupp asked about the status of the ATV/UTV road access. The Ordinance was adopted in April and needs to be forwarded to other authorities such as the DNR, State Patrol and Dane County Sheriffs Dept. Signs have been ordered and once the proper signage is completed, roads are ready for ATV's to drive on.

Approval of Minutes: Motion by Endres, second by Meinholz to approve the minutes for the May 20, 2024, town board meeting. Motion carried (5-0).

Discussion and possible action on Tri County CUP Application-Temporary Portable Concrete Plant at the Norway Grove Clean Site: Tri-County explained that due to the volume of materials needed for large projects such as DOT projects and other road projects coming up. This location would work best as it is so close to the interstate for hauling. There would be times for night work, mainly for any state jobs which are permitted use. Lighting would be directed downward for neighboring homes. The site has approximately 10 years of service as some of it has already been filled back in. Berms are in place for noise, a water truck will be available for dust control and the truck route is direct access to County Highway V. An ETZ meeting is scheduled for June 10th that includes a public hearing, which was sent to all the surrounding neighbors. Motion by Endres, second by Cable to approve the Conditional Use Permit application for a 10-year term to bring in temporary concrete plants at the Norway Grove Clean Site. Motion carried (5-0)

Operator's License: None

Town Supervisor Reports: Supervisor Steve Ruegsegger meeting with Cornerstone Community Center is scheduled for Tuesday, June 11th. Supervisor Cable meeting with Waunakee EMS is scheduled for Thursday, June 13th. Supervisor Meinholz meeting with Dane-Vienna Fire Department was scheduled for Tuesday, May 28th but was cancelled. Supervisor Endres meeting with Waunakee Fire Department is scheduled for Monday, June 24th.

Town Clerk's Report: Clark informed the board that the ETZ Public Hearing and meeting is scheduled for Monday, June 10th at 6:00pm. Board of Review is scheduled for Wednesday, June 12th from 4PM to 6PM with the Assessor. Currently there are no requests for appearances.

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 \$22,950.95; Payroll \$19,103.15; Town Bills \$3,647.50; Utility 1 \$173.65 and Utility 2 \$26.65. Motion carried (5-0)

Convene to Closed Session: Pursuant to WI State Statute 19.85 (1)(c) considering employment. Motion by Cable, second by Ruegsegger to convene in closed session. Motion carried (5-0) Roll call vote: Ruegsegger, yes; Cable, yes; Marx, yes; Meinholz, yes; Endres, yes. Board convened at 7:21PM.

Reconvene to Open Session and take action, if necessary: Motion by Ruegsegger, second by Meinholz to reconvene into open session. Motion carried (5-0) the board reconvened into open session at 7:46pm. A written notice will be provided to employee for review and signature.

Adjourn: Motion by Ruegsegger, second by Meinholz to adjourn. Motion carried (5-0). The meeting adjourned at 7:48PM.

Prepared by: Kathleen Clark, Town Clerk

Note: These draft minutes are subject to approval at the June 17, 2024, Town Board Meeting

Town of Vienna Plan Commission Minutes Monday, June 10, 2024

The Town of Vienna Plan Commission meeting was called to order on Monday, June 10, 2024, at 7:00PM by Chair Brian Meinholz. Commissioners Steve Herbrand, Joe Henry, and Clerk Kathy Clark were present. Also present, Surveyor Chris Adams (via ZOOM) and residents Dave Lynch, Nancy Caldwell and Jerry Marx. Jim Koch and Cate Heath were excused.

Recite the Pledge of Allegiance

Public comment: None

Approve the minutes: Motion by Herbrand, second by Henry to approve the minutes for the May 13, 2024 Plan Commission meeting. Motion carried (3-0).

Discussion and possible recommendation of Rezone Application and CSM-J. Caldwell Parcel 0909-012-8500-9: Clark explained that Caldwell owns 2-40-acre parcels on Meek Road. He wants to separate the house and buildings from the remainder of the land and create a 2.8 acre zoned rural residential (RR2) and leave the rest zoned farmland preservation. This was a discussion in the comprehensive review as to whether this should be considered a split on the property under the new version or keep the old language where this does not count as a split. It was decided to leave this section the same since this has been the practice in the past. It was explained to surveyor Chris Adams that if the land sells, it would need to be owned for 20 years before it could be built on. Adams would let Caldwell know about this as part of the town's comprehensive plan. Motion by Herbrand, second by Henry to recommend approval of the rezone application to create a 2.84 farmette separated from rest of the land. Motion carried (3-0)

Dane County Senior Planner Curt Kodl, Comprehensive Plan Discussion and Review: Kodl brought up the workforce housing that was discussed at the last meeting. Kodl explained that an active farm operation, filing schedule F for farming, can have two types of housing. A single-family resident house on the farm or under county zoning,

a workforce house or multi housing on the farm where the workers could live but must work on the farm too. This could only be done by getting a Conditional Use Permit (CUP). However, if that is a consideration, once the CUP expires or is terminated, the housing would have to be torn down too. This policy would have to be added to the comprehensive plan as it does not exist now. The commission discussed this and was not sure this made any sense to build, then tear down. Herbrand stated if it was a multi-unit housing, who would ensure all the renters living in the multi-unit worked on a farm. Henry asked about seasonal housing. Kodl said this is not part of the plan. Kodl brought up Solar Farms and incorporated language into the comprehensive plan. Clark contacted WTA for samples and once received, will forward to commission and Kodl for review. Clark contacted Invenenergy about the solar farm project. They are still in the process of renewing land lease agreements but there are no further updates at this time. Kodl is going to go over the chapters one more time and start finalizing them for one last review by the commission. Clark stated that she will pull the revisions in at the next meeting once Kodl has completed them as discussed in this meeting.

Adjourn: Motion by Herbrand, second by Henry to adjourn. Motion carried (3-0) Meeting was adjourned at 7:36pm.

Prepared by: Kathleen Clark, Clerk

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

Town of Vienna Board Minutes June 17, 2024

The regular meeting was called to order on Monday, June 17, 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 Residents Scott Maier, Nancy Caldwell.

Pledge of Allegiance was recited.

Public Comment: Maier informed the board that Dane County sent a letter to them regarding the rezone application to remove the property out of the wetland area. Both the towns Plan Commission and Town Board reviewed and approved the application. Dane County stated in the letter that the rezone did not meet the town's comprehensive plan and policies. Clark requested a copy of the letter as the town had Dane County present at both Plan and Board meetings to discuss the rezone filed by the Maiers and it was agreed that this would be the best solution. Maier said this is a fairly new procedure, so they were following the directives from Dane County to file this rezone. The Dane County public hearing meeting is scheduled for Tuesday, June 18th. Discussion followed.

Approval of Minutes: Motion by Ruegsegger, second by Meinholz to approve the minutes for the June 3, 2024, town board meeting. Motion carried (5-0).

Discussion and possible action on Rezone Application and CSM-J. Caldwell, Parcel 0909-012-8500-9: Clark explained the application is rezoning the house and buildings as a separate parcel of 2.84 acres as a farmette and keep the remaining acres for possible future sale.

Marx asked how many acres Caldwell owns. He owns 80 acres total, currently zoned farmland preservation. The 2.84 acres will be rezoned to RR-2, rural residential so it can be sold separate from the rest of the land. The Plan Commission reviewed this at their last meeting and recommended approval with no opposed votes. Motion by Endres, second by Meinholz to approve the rezone application and proposed CSM as presented. Motion carried (5-0)

Discussion and possible action on Annual Liquor License and Operators Applications and Renewals: Clark read the list of businesses applications for annual liquor license renewals along with the operator's licenses associated with each business. Motion by Endres, second by Cable to approve the list of annual licenses and operators licenses as stated. Motion carried (5-0)

Discussion and possible action on UD1 & UD2 Compliance Maintenance Annual Report (CMAR) and Resolutions: Clark explained that each year, an annual report is filed with DNR to report the maintenance and operating costs for each utility district. This includes reporting on any new equipment, energy costs to operate and funding for each year. A resolution is required to approve the final report by the town board for each district. Motion by Endres, second by Meinholz to approve resolution 2024-2 for UD2 and 2024-3 for UD1. Motion carried (5-0)

Operator's License: None

Town Supervisor Reports: Supervisor Steve Ruegsegger meeting with Cornerstone Community Center was held Tuesday, June 11th. The center is still looking into the best option in place of the Fiscal Agent agreement. Supervisor Cable meeting with Waunakee EMS was held Thursday, June 13th. The team is switching IT functions to a new system. Supervisor Meinholz meeting with Dane-Vienna Fire Department is scheduled for Monday, June 24th. Supervisor Endres meeting with Waunakee Fire Department is scheduled for Monday, June 24th.

Town Clerk's Report: Clark informed the board that Marx had received a letter offering Municipal Code Enforcement services. Clark met with the owner in the day and the service can be contracted as a "as needed" type. This would allow the office flexibility for use. They would also assist in updating some of our Ordinances for more forcefulness. Also, the Nature Valley project is scheduled to start in early to mid-July.

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 \$23,664.68; Payroll \$5,904.19; Town Bills \$16,857.86; Utility 1 \$784.69 and Utility 2 \$117.94. Motion carried (5-0)

Adjourn: Motion by Ruegsegger, second by Meinholz to adjourn. Motion carried (5-0). The meeting adjourned at 7:40PM.

Prepared by: Kathleen Clark, Town Clerk

Note: These draft minutes are subject to approval at the July 1, 2024, Town Board Meeting

**Vienna Town Board Meeting Agenda
Monday, July 1, 2024**

The Vienna Town Board will meet on Monday, July 1, 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 June 17, 2024 Town Board meeting

Discussion and possible action on Opting Out of County Zoning – Attorney Mark Hazelbaker & GEC Rep Kory Anderson

Discussion and possible action on Amending Tri County CUP Hours of Operation

Operator's License

Town Supervisor Reports

Town Clerk's Report

 Chip Sealing scheduled to begin first part of July

 Office and Shop closed July 4th for Holiday

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

Adjourn