



Town of Vienna Website Address: www.viennawi.gov

June, 2025

Board of Review Dates

Board of Review is scheduled for Monday, June 9th from 4:00PM to 6:00PM (By Appointment only) and will be held at Vienna Town Hall, 7161 County Rd I, DeForest. The Board of Review is a formal hearing procedure where the town board members listen to the taxpayer with the Assessor and determine if an assessment should be adjusted. This procedure does require paperwork to be turned in by Thursday, June 5th, prior to the hearing date. This is the last date that any adjustments can be made to the property tax roll. Once Board of Review is held and completed, any final adjustments are made and the tax roll is filed with Wisconsin Department of Revenue. This begins the 2025 tax process for the town. If you have received an assessment notice and have any questions, please call the office.

Manure Hauling

It has been brought to the town board's attention that trucks hauling manure prefer to park on a road incline to create pressure in the tank. Usually this is located near or on a blind hill on the road. To avoid any last reacting drivers to swerve, the town is recommending signs be put on both sides of the truck warning approaching vehicles. If you or your contractor hauler do not have signs, the town will gladly provide them upon request. This is most important when it's getting dark and harder to see on the road.

Roadside Mowing

Roadside ditch mowing will start at the beginning of June. The first round should be completed by mid end of June. The second round will include mowing the ditches out to the fence lines to clear the road right-of-way (ROW). The final round will be done in the early fall, including crops planted in the road ROW. Thank you to all our Adopt-a-Road participants for cleaning the ditches and roadsides. This helps the town accomplish the mowing in a much safer and cleaner environment.

Town Comprehensive Plan

The Plan Commission has been working with Dane County Planner on the updated version of the towns comprehensive plan. This review process has been in the works for over a year. The last version was released in 2012, when the town was experiencing some growth and changes in the area. A public hearing will be held for open discussion and review of the plan this summer.

Bulk Waste Event a Success

Another successful year! This was held on Saturday, May 17th and the town filled several dumpsters full of mattresses, shelves, cabinets, building materials, patio sets and much more. We hope everyone took advantage of this. It is a great a way to dispose of items that do not belong in regular trash pick up.

Brush Site Hours

The brush site days and hours for the month of June are scheduled as follows:

Saturday June 7th from 9AM - 2PM

Wednesday June 11th from 4PM - 7PM

Saturday June 21st from 9AM - 2PM

Wednesday June 25th from 4PM - 7PM

The key is always available on weekdays during normal business hours at the office. A key can be signed out for weekend projects upon request. We have officially removed accepting any type of lumber. Wood stumps, limbs, brush, grass clippings, dirt and leaves should be disposed of only.

Adopt a Road Program

The Town participates in the Adopt-a-Road program where a business, a snowmobile/ATV club or resident signs an agreement to adopt a section of the road, preferable a mile stretch, and take responsibility for cleaning up both sides of the road every spring and fall. The town provides safety vests, safety road signs, safety glasses and trash bags when requested. A sign is posted with participants names on the section of road adopted in recognition of your time and contribution to this program. If you are interested in learning more, please contact the office or check our website under the community tab for an application.

Town of Vienna Board Minutes

May 5, 2025

The regular town board meeting was called to order on Monday, May 5, 2025, at 7:00PM by Chair Jerry Marx. Supervisors Amanda Nickel, Dakota Cable, Sherri Meinholz, Gary Endres and Clerk Kathy Clark were present. Also present, Payne Dolan Rep, Nick, Alliant Rep, Bob, and Residents Kim Komplin, Joe Henry, Jake Ripp and Nancy Caldwell.

Pledge of Allegiance was recited.

Public Comment: Komplin lives on County Hwy I, by Hahn Rd and explained that semi and dump trucks both come over the hill and use their "Jake Brake" to slow down when approaching the stop sign. Komplin works at home and hears the truck brakes slowing all day long. She had called our office over a year ago and Clark explained it was Dane County jurisdiction. Komplin explained that she had called the Dane County Highway department to ask about regulating signs on County Hwy I. Komplin was told that the local authority must have an Ordinance for this to enforce and reference on the sign. Komplin contacted our office and Clark responded by drafting a new Ordinance for the town to start the process. Marx asked how it would be enforced. Endres stated it is more a noise issue than an engine brake. Meinholz explained that sometimes these brakes are needed, and not all compression brakes make noise. Clark suggested continuing once the Ordinance is discussed.

Approval of Minutes: Motion by Cable, second by Nickel to approve the minutes for April 15, 2025, Town Board meeting. Motion carried (5-0).

Discussion and possible action on Payne & Dolan Solar Farm and Agreements: Alliant representative Bob explained that this is the company's customer hosted program. Alliant leases space from an industrial/commercial customer, sets up solar panels on the leased land area, in this case 7 acres, and generates approximately enough power to offset the customers' use of power. The land is contracted for 20 years with renewal options at the end of the term. The panels will have a setback of 150 feet off the road and the area will be completely fenced in. This application was reviewed by the Plan Commission and recommended for approval. There is a public hearing scheduled at Dane County on May 27th for public feedback. Motion by Endres, second by Cable to approve the application for the solar farm located at Payne & Dolan. Motion carried (5-0)

Discussion and possible action on Ordinance 2025-3 Prohibiting Motor Vehicle Compression Brakes: Discussion continued for Ordinance 2025-3 Prohibiting Motor Vehicle Compression (Jake) Brakes. The concern with the Ordinance was the language, it was too broad covering the whole township. The members discussed adding "specified area within the town limits" and only post the signs where the major concerns are. This would allow truck haulers to use brakes in areas that are not a concern, to help in stopping in large equipment. Motion by Meinholz, second by Nickels to approve Ordinance 2025-3 as amended. Motion carried (5-0)

Discussion and possible action on Oak Lane Change Order for Undercutting: The road work revealed more soft spots in the road than anticipated after the first roll test. It was determined more asphalt would

be needed to fix this. A change notice was presented for additional cost of \$50,000. Motion by Nickels, second by Cable to approve the change order for additional road project costs. Motion carried (5-0)

Discussion and possible action on Freedom Fireworks, LLC application, Pink Elephant Lot: This is a new vendor that has not applied in the past with Vienna. However, when we looked up the establishment name, it showed store locations and stands throughout the state. Clark contacted the Fire Inspector to follow up with this vendor once the stand is erected. Motion by Endres, second by Meinholz to approve the Freedom Fireworks, application to sell fireworks. Motion carried (5-0)

Appointment of Commission and Committee members for new term: Clark provided an updated list of elected and appointed members on different commissions and committees with updated terms. This is information for individuals serving during their terms.

Operator's License: None

Town Supervisor Reports: Supervisor Amanda Nickels' first meeting with Cornerstone Community Center is scheduled for Tuesday, May 13th. Supervisor Cable meeting with Waunakee EMS is scheduled for Thursday, May 8th. Supervisor Meinholz meeting with Dane-Vienna Fire Department was held Monday, April 28th. Nothing new to report. Supervisor Endres meeting with Waunakee Fire was held Monday, April 28th. The Village is working on the plan for their new organization.

Town Clerk's Report: Clark informed the board that a follow-up review of Nature Valley improvements was held onsite last week. It was determined a few areas needed more work for better water flow when it rains. WTA is hosting training for elected officials. If anyone is interested, let me know so I can register before the deadline. Last, one elected official needs to attend Board of Review training with the Clerk. Nickels stated she could do it so Clark will schedule it virtually.

Review and authorize payments of current town and utility bills, wages, and expenses: Motion by Endres, second by Meinholz to approve the current town bills as stated in the amount of \$109,736.31; Payroll \$27,367.58; Town Bills \$80,201.85; Utility 1 \$1,147.15 and Utility 2 \$1,019.73. Motion carried (5-0)

Adjourn: Motion by Endres, second by Meinholz, to adjourn. Motion carried (5-0). The meeting adjourned at 8:07PM.

Prepared by: Kathleen Clark, Town Clerk

Note: These draft minutes are subject to approval on May 19, 2025, Town Board Meeting

Town of Vienna Monday, May 12, 2025

Plan Commission Minutes

The Town of Vienna Plan Commission meeting was called to order on Monday, May 12, 2025, at 7:00PM by nominated Chair, Cate Heath. Commissioners Steve Herbrand, Joe Henry, Jim Koch (via ZOOM) and Clerk Kathy Clark were present. Dane County Senior Planner Curt Kodl and Resident Nancy Caldwell were also present. Commissioner Brian Meinholz was excused.

Public comment: None

Approve the minutes: Motion by Herbrand, second by Heath to approve the minutes for the April 14, 2025, Plan Commission meeting. Motion carried (4-0).

Discussion and possible recommendations on Comprehensive Plan Amendment: Clark reviewed the last notes made to the comprehensive plan. To accommodate future development, the land use map needs to define areas that could be zoned business or commercial. Koch asked if the area defined on the map needs to be rezoned. Clark responded that there is no immediate need to rezone the land unless a business would want to develop it. Last year, a study was performed by Vandewalle & Associates to provide an analysis of service and growth opportunities. One area discussed for light commercial operations was along Patton Road, from Norway Grove School Road to County Highway DM. This area already has businesses operating in the area. Some noted are ATC, Madison Sand & Gravel, E80 Company and Diehl Neumaier Salvage Yard. Because the access to the business operations is off Patton Road, it was designed for heavier traffic. Kodl provided a copy of the Town of Cottage Grove plan as an example. They have a table or list of conditions and policies that apply for residential or commercial development. He went on to explain how this could be used as part of the town's plan. Henry asked about the utility services and how the town plans to provide them. Clark showed the map of UD1 sanitary district and where the services extend to. The water service is being discussed, and the town Engineer is researching possibilities for the town to incorporate into the new comprehensive plan. Since the town's primary businesses are located on Highway V, this is considered the main route to new businesses going west as an easy on/off access from the interstate. Residential development is targeted in areas already with housing neighborhoods, such as along Easy Street and Hickory Lane, where sewer does exist in UD2. Kodl provided draft procedures to start the process of building within the town. This will need further review at the next plan commission meeting in June. Discussion followed.

Adjourn: Motion by Koch, second by Henry to adjourn. Motion carried (4-0) Meeting was adjourned at 7:41pm.

Prepared by: Kathleen Clark, Clerk

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

Town of Vienna Board Minutes May 19, 2025

The regular town board meeting was called to order on Monday, May 19, 2025, at 6:45PM (immediately following the quarry meeting) by Nominated Chair Gary Endres. Supervisors Amanda Nickel, Dakota Cable, Sherri Meinholz, PW Supervisor Scott Benson and Clerk Kathy Clark were present. Also present, DCTA representative Tom Mathius, and residents Dan Muxfeld and Nancy Caldwell.

Pledge of Allegiance was recited.

Public Comment: None

Approval of Minutes: Motion by Cable, second by Meinholz to approve the minutes for May 5, 2025, Town Board meeting. Motion carried (4-0).

Discussion and possible action on Attorney Mark Hazelbaker on Oping out of Dane County Zoning timeline: Attorney Hazelbaker was unable to appear at the meeting. Hazelbaker will be rescheduled for a June meeting.

Discussion and possible action on Digester Roads-Cuba Valley & Ripp Road Quote for Repairs: Due to an increase in traffic and the volume of trucks hauling to the Digester, the road is starting to break up when driving in and out of the area. The contract has language for bonding the road so if damage starts to happen, the town can have the Digester help pay for part of the cost to repair or repave the entrance and exit road. Motion by Meinholz, second by Nickel to approve the cost of repairs and bill the digester for part of the total cost of repairs. Motion carried (4-0)

Discussion and possible action on R & M Enterprises, Inc. application, Ehlenbach's Lot: This vendor has been located at Ehlenbachs selling fireworks for the last three years without any complaints or infractions. Clark will contact the Deforest-Windsor Fire Inspector to follow up with this vendor once the stand is erected. Motion by Cable, second by Meinholz, to approve the R & M Enterprise Inc. application to sell fireworks. Motion carried (4-0)

Operator's License: None

Town Supervisor Reports: Supervisor Amanda Nickels' first meeting with Cornerstone Community Center was held Tuesday, May 13th. Compensation for employees was discussed. Supervisor Cable meeting with Waunakee EMS was held Thursday, May 8th. They are still discussing the Middleton Study for combining EMS teams. Supervisor Meinholz meeting with Dane-Vienna Fire Department is scheduled for Tuesday, May 27th. Supervisor Endres meeting with Waunakee Fire is scheduled for Tuesday, May 27th.

Town Clerk's Report: Clark informed the board that a meeting is scheduled for May 28th to discuss new development. The area designated for development is along Patton Road and Hwy V, by Madison Sand and Gravel and ATC properties. More information will be provided once the meeting takes place.

Review and authorize payments of current town and utility bills, wages, and expenses: Motion by Cable, second by Meinholz to approve the current town bills as stated in the amount of \$25,885.47; Payroll \$5752.02; Town Bills \$19,400.94; Utility 1 \$576.04 and Utility 2 \$156.47. Motion carried (4-0)

Adjourn: Motion by Endres, second by Meinholz, to adjourn. Motion carried (4-0). The meeting adjourned at 7:10PM.

Prepared by: Kathleen Clark, Town Clerk

Vienna Town Board Meeting Agenda Monday, June 9, 2025

The Vienna Town Board will meet on Monday, June 9, 2025, 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 May 19, 2025, Town Board meeting

Discussion and possible action on Approval of 2025 Cheap Seal Bids

Discussion and possible action on new Loan for Road Improvement

Operator's License

Town Supervisor Reports

Town Clerk's Report

BOR Completed-Final Tax Roll Assessment Available

Clerk-Days out of Office June 13th and June 16th

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

Adjourn