



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

May, 2024

Car Break-Ins

On April 10th, 2024 Dane County Sheriff's deputies responded to a rash of car break-ins in the Town of Dane, and Town of Vienna. The break-ins occurred overnight on the night of April 10th, 2024 into April 11th, 2024. The Ripp Road Neighborhood as well as the Cuba Valley Road Neighborhood were victims of the car break-ins. The suspect has not yet been identified, however, the investigation is still ongoing. The Sheriff's Office is urging citizens to lock their vehicles and remove any valuables. Theft is a preventable crime of opportunity that can happen in just moments. Following these simple steps can prevent you from becoming a victim. *Check vehicles to ensure you have removed all valuables *Lock your car doors, and ensure your garage door is secured *Walk around the inside of your home and lock/secure all doors and windows *Turn ON outside lights *Report any suspicious activity. While sharing information on social media can be valuable, the Sheriff's Office is urging residents to report any information to your local Law Enforcement first. When reporting a crime please include as much information as possible such as location, description of subject, direction of travel, and if any potential security camera footage is available. How to Report; Non-Emergency (608) 255-2345 Emergency 911 If you have additional questions please contact Deputy Jodi Hager @ (608)444-7099 or hager.jodi@danesheriff.com

April 2nd Election Results

Congratulations to elected town officials: Incumbent Supervisor III Gary Endres and newly elected Supervisor IV Dakota Cable. A complete list of all Election results can be found on our website by selecting the Election tab. We would like to thank all the election inspectors for working during this election. The town is fortunate to have such devoted residents to ensure a smooth election. This year there are two more elections, August 13th Partisan Primary and November 5th General Election. If anyone is interested in assisting the town with elections, please contact the office. We can always use more workers, especially in November this year.

Open Book and Board of Review Dates

The Town of Vienna will hold Open Book on Monday, May 20th from 9am to 11am (By Appointment Only) with Associated Appraisal Consultants. Appointments will be held by phone, and can be scheduled by phone or email. Please call Associated Appraisal at 920-749-1995 for an Open Book appointment and have your assessment notice ready for your appointment. Property owners are strongly encouraged to schedule an appointment for Open Book. The Assessor is allowed to adjust the assessment if there is reasonable evidence presented that supports an adjustment. Board of Review is scheduled for Wednesday, June 12th from 4:00 PM to 6:00 PM (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 board members decide if an assessment should be adjusted. This is the last date any adjustments can be made to the property tax roll. After Board of Review, final adjustments are made and the tax roll is filed with Wisconsin Department of Revenue.

Brush Site Days and Hours

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

Sat. May 4th 9AM-2PM; Wed. May 8th 4PM-7PM

Sat. May 18th 9AM-2PM; Wed. May 22nd 4PM-7PM

The brush site key is always available during the week when the office is open, rain or shine! You can also sign a key out for the weekend.

Bulk Waste Disposal Event

On Saturday, May 18th from 8am to Noon the town will have a dumpster available for disposing bulk items such as furniture, rolled carpet (4' length maximum) mattresses, couches, cabinets and construction materials that are difficult to dispose of properly. The dumpster will be located in our cold storage shed located off of Norway Grove Road.

Town of Vienna Board Minutes

April 9, 2024

The regular meeting was called to order on Tuesday April 9, 2024, at 7:00PM by Chair Jerry Marx. Supervisors Steve Ruegsegger, Tim Hoege, Sherri Meinholz (arrived late), Gary Endres, Street Supervisor Scott Benson and Treasurer Lori Breiwa were present. Also, present were: LaVern Wipperfurth, Shelly Hacker, Jarod Hucker, Ron Rupp, Bob Sagmoen, Bob Goodwin, Jayme Goodwin, Ryan Michels, Stefan Endres, Steve Watzke, Pat Cadigan, Terry Wenger, Dustin Gradel, Nancy Caldwell.

Pledge of Allegiance was recited.

Public Comment: None

Approval of Minutes: Motion by Ruegsegger, second by Hoege to approve the minutes for the March 18, 2024, town board meeting. Motion carried (4-0).

Discussion on ATV/UTV Road Access: Shelly Hacker from the Roxbury Valley Riders spoke to the town board regarding opening up the town roads to ATV/UTV traffic. Shelly provided information and statistics regarding the topic. She along with, Bob Sagmoen (from the Badger ATV Club) answered questions regarding laws and signage. Shelly stated that the Roxbury Valley Riders club will be expanding to include members from the Town of Vienna. The club would pay for all the signs, install, and maintain the signs going forward. She would be willing to draft an ordinance for us to review at our next board meeting. **MOTION** (Endres, Meinholz); motion carried (5-0) to give Shelly Hacker approval to begin the process of drafting an ordinance for review by the town board.

Discussion and possible action on Nature Valley Road Improvement Bid Approval: The board members reviewed the bid numbers for the Nature Valley Road Improvement project. Discussion was held. **MOTION** (Endres, Ruegsegger); motion carried (5-0) to award the bid for the base and alternate to the lowest bidder, Clemens Excavating Co for a total of \$262,901.60 (base: \$218,409.60, alternate: \$44,492.00)

Discussion and possible action on Pellitteri Contract Term Extension- Discussion was held on the 10-year contract extension for Pellitteri. It was noted that there is a termination clause in the contract that would allow the township to terminate the contract with 60 day written notice for unsatisfactory service. Some concerns for amount of garbage that is being lost while driving down the road. **MOTION** (Hoege, Meinholz); motion carried (5-0) to approve the 10-year contract with Pellitteri as presented.

Discussion and possible action on Delmore Consulting Inventory Agreement- Discussion was held on having Delmore Consulting perform the inventory of the 6-20 foot culverts in the township. The cost of this will be reimbursed by Dane County, so there will be no cost to the Township. **MOTION** (Endres, Hoege); motion carried (5-0) to approve the agreement for culvert inventory with Delmore Consulting.

Discussion and possible action on Tri-County Portable Concrete Plant and Possible Locations: Terry Wenger from Tri-County is requesting permission to begin the process of obtaining a conditional use permit for a portable concrete plant to be placed at the Breggeman pit on Hwy V. Discussion was held. **MOTION** (Hoege, Meinholz); motion carried (4-0) with Endres abstaining to approve Tri-County moving forward with obtaining a conditional use permit for 5 years with a possible extension to 10 years. Their first step will be to go through Dane County. Terry Wenger then spoke to the board about the possibility of a portable concrete plant being placed at the Norway Grove clean site. This property is in the ETZ, so they have placed a call to Brandi with the Village of DeForest and are waiting for a callback. Will discuss at a later date once more is known on zoning.

Operator's License: None

Town Supervisor Reports: Steve attended the DeForest/Windsor/Vienna Community Center meeting. Currently the lawyers are working on updating documents with the intention of becoming independent. They are waiting for a call back from WRS. No other updates from town supervisors.

Town Clerk's Report: Upcoming meeting dates: Plan Commission 4/15, Annual Meeting 4/16 with regular Town Board Meeting to follow. We were notified by the Village of DeForest that they will be installing sewer lines along Hickory Lane beginning next week, and down to one lane during construction.

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 \$53,236.45; Payroll \$25,467.50; Town Bills \$26,662.46; Utility 1 \$1,059.40 and Utility 2 \$47.09. Motion carried (5-0)

Adjourn: Motion by Ruegsegger, second by Meinholz to adjourn. Motion carried (5-0). The meeting adjourned at 8:15PM.

Prepared by: Lori Breiwa, Town Treasurer, Deputy Clerk

Note: These draft minutes are subject to approval at the April 16, 2024, Town Board Meeting

Town of Vienna Plan Commission Minutes

Monday, April 15, 2024

The Town of Vienna Plan Commission meeting was called to order on Monday, April 15, 2024, at 7:00PM by Chair Brian Meinholz. Commissioners Cate Heath, Jim Koch (via ZOOM) and Clerk Kathy Clark were present. Steve Herbrand was excused.

Recite the Pledge of Allegiance

Public comment: None

Approve the minutes: Motion by Heath, second by Koch to approve the minutes for the February 12, 2024 Plan Commission meeting. Motion carried (3-0).

Comprehensive Plan Discussion and Review: Curt Kodl was not able to attend so the plan commission reviewed the first 3 sections, referred to as elements 1-3 of the comprehensive plan, that have been revised and updated. Element 1 – Agricultural section. This has been discussed and reviewed several times. Koch asked if there were any concerns with keeping the land splits conditions the same. The commission stated this would remain the same so there are no issues in the future regarding agricultural land use. Motion by Koch, second by Heath to approve Element 1– Agricultural language as presented. Motion carried (3-0) Element 2 – Housing section. This section addresses allowable building rights for housing, without causing conflict with agriculture. The goal is to ensure homes are built in designated areas within the town to avoid random building in the middle of a farm or field. Housing development should refer to the land use map for future consideration. Motion by Heath, second by Koch to approve Element 2- Housing language as presented. Motion carried (3-0) Element 3– Economic Development section. This section used to address development along the interstate which is really not available to the town anymore. The proposed change would be to designate another area of growth and development that is within the boundaries of the town but outside the boundaries of other controlling zoning influences. Motion by Heath, second by Koch to approve Element 3– Economic Development as presented. Motion carried (3-0)

Adjourn: Motion by Koch, second by Heath to adjourn. Motion carried (3-0) Meeting was adjourned at 7:16pm.

Prepared by: Kathleen Clark, Clerk

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

**Town of Vienna
Annual Meeting of the Electors
Tuesday, April 16, 2024**

The 175th Annual Town Meeting was called to order on Tuesday, April 16, 2024, at 6:30PM by Chair Jerry Marx. Supervisors Steve Ruegsegger, Gary Endres, Sherri Meinholz, Dakota Cable, PW Supervisor Scott Benson, and Clerk Kathy Clark were present. Also present was Johnson Block Kevin Krynski, Residents Laverne and Mary Wipperfurth, Nancy Caldwell, and Jerry Reefer.

Pledge of Allegiance was recited.

Public Comment: None

Swear in Elected Town Officials: Clark swore in the Town Supervisor Gary Endres and newly elected Supervisor Dakota Cable by providing the Oath of Office.

Approval of Minutes: Motion by Ruegsegger, second by Meinholz to approve the minutes for the April 18, 2023 Annual Meeting. Motion carried (5-0).

Johnson Block Kevin Krynski- 2023 Annual Financial Reports for Town and Utility Districts: Krynski provided an overview of the 2023 financial report, stating the town is in good financial shape. Their review did not find any significant issues with any of the funds established as of December 31, 2023. Krynski explained how the collection of real estate taxes inflates the General Fund account at the end of the year in December. These funds are recognized in 2024, when the tax collections get settled in January with the county and school districts. This happens again for taxes collected in January that are settled with the county and school districts in February. The General balance of \$438,000 of restricted and unrestricted funds as of December 31, 2023 (after tax collection and distribution). The investment funds for both utility districts are maintaining a good balance, even after the recent upgrade to the software. Utility District 1 has a fund balance of \$101,000 and Utility District 2 has a fund balance of \$87,000 as of December 31, 2023. Also, there are no existing loans or outstanding debt for both utilities districts.

Town Plan Commission Report: Clark reported that the Plan Commission has been working with Dane County Planning and Zoning, Senior Planner, Curt Kodl on updating the town Comprehensive Plan. This has been very productive, and the commission just approved three sections for completion. The goal is to have the comprehensive draft completed for public review and feedback by the fall of this year. Todd Mallon completed his final term on the Plan Commission. A new candidate expressed interest and upon confirmation to serve, will be appointed at the May 6th board meeting.

Town Equipment Advisory Committee Report: Clark reported there was not any meeting held in 2023. The committee will meet this year to discuss the next equipment needs. The sales representative from Burke Equipment had informed the town that the cost to purchase a new chassis will increase in 2025 by \$40,000 due to new admission requirements. Also, the backlog to order and receive a new truck is at least a year out or more due to the difficulty in getting parts. The Equipment Fund has a balance of \$157,000 after the annual budget adjustment was completed in March, 2024.

Town Chairs Report: Marx said that the town has been operating good over the last year. Even with the changes in the office, the transition has been smooth and efficient. Marx said the Public Works Department has been doing a good job snow plowing and keeping with road maintenance work. Marx thanked all the employees for their hard work.

Town Clerk's Report: The 176th Annual Meeting will be held April 15, 2025.

Adjourn: Motion by Endres, second by Meinholz to adjourn. Motion carried (5-0). The meeting was adjourned at 6:57PM.

Prepared by: Kathleen Clark, Town Clerk

Note: These draft minutes are subject to approval at the April 15, 2025, Annual Electors Meeting

**Town of Vienna Board Minutes
April 16, 2024**

The regular meeting was called to order on Tuesday, April 16, 2024, at 7:00PM by Chair Jerry Marx. Supervisors Steve Ruegsegger, Dakota Cable, Sherri Meinholz, Gary Endres, PW Supervisor Scott Benson, and Clerk Kathy Clark were present. Also, presents were Residents Jayme Goodwin, Jerry Reefer, Ryan Nickels and Steve Watzke and Nancy Caldwell.

Pledge of Allegiance was recited

Public Comment: None

Approval of Minutes: Motion by Ruegsegger, second by Meinholz to approve the minutes for the April 9, 2024, town board meeting. Motion carried (5-0).

Discussion and possible action on ATV/UTV Road Access Draft Ordinance: The draft ordinance discussion consisted of conditions set regarding the daily time riding is allowed which is from 5am to 10pm along with other conditions. Helmets and seatbelts are required to ride, speed not to exceed 45 mph and drivers must complete the ATV Safety Certification class if born after January 1, 1988. Roxbury Valley Riders will provide and install signs along the roads. Discussion followed. Motion by Endres, second Meinholz to approve the draft ordinance presented. Motion carried (5-0)

Operator's License: None

Town Supervisor Reports: Supervisor Steve Ruegsegger meeting with Cornerstone Community Center was held Tuesday, April 9th. The Director is working with their lawyer on an internal structure to maintain Wisconsin Retirement and Health Benefits. Supervisor Meinholz meeting with Dane-Vienna Fire Department is scheduled for Monday, April 29th. Supervisor Endres meeting with Waunakee Fire Department is scheduled for Monday, April 29th.

Town Clerk's Report: Clark reminded the board that the Electronics recycling event is this Saturday, April 20th from 8am to Noon. The Village of DeForest started construction of the sewer extension along Hickory Ln on Monday, April 15th.

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 \$10,743.68; Payroll \$1,632.29; Town Bills \$8,480.79; Utility 1 \$518.45 and Utility 2 \$112.15. Motion carried (5-0)

Adjourn: Motion by Endres, second by Meinholz to adjourn. Motion carried (5-0). The meeting adjourned at 7:22PM.

Prepared by: Kathleen Clark, Town Clerk

Note: These draft minutes are subject to approval at the May 6, 2024, Town Board Meeting

Memorial Day Office Closure

Memorial Day is an American holiday honoring the men and women who died serving and protecting the United States. The office and shop will be closed on Monday, May 27th in recognition of Memorial Day and its meaning. Regular hours will resume Tuesday, May 28th. Enjoy the long weekend!

**Vienna Town Board Meeting Agenda
Monday, May 6, 2024**

The Vienna Town Board will meet on Monday, May 6, 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 April 16, 2024 Town Board meeting
- Appointment of Plan Commission Members – Joe Henry and Steve Herbrand
- Discussion on possible action on JRC Investments LLC Fireworks Application
- Discussion and possible action on ETF Health Benefit Changes in Coverage
- Operator's License
- Town Supervisor Reports
- Town Clerk's Report
 - Bulk Waste Event Saturday, May 18th from 8am to Noon
 - Office and shop closed Monday, May 27th for Memorial Day Holiday
- Review and authorize payments of current town and utility bills, wages and expenses
- Adjourn