

**CITY OF VERONA**  
**COMMON COUNCIL**  
**MINUTES**  
**February 13, 2023**

1. Call to order: Mayor Diaz called the meeting to order at 7:00 p.m.
2. Pledge of Allegiance
3. Roll Call: Kate Cronin, Mara Helmke, Christine Posey, Heather Reekie, Phil Hoechst, Chad Kemp, and Evan Touchett were present. Rye Kimmitt was absent and excused. City Administrator Adam Sayre, City Clerk Holly Licht, Police Chief Dave Dresser, and City Engineer Carla Fischer.
4. Public Comments
5. Approval of Minutes from the January 23, 2023 Common Council meeting  
Motion by Kemp, seconded by Reekie to approve the minutes from the January 23, 2023 Common Council meeting. Motion carried 7-0.
6. Mayor's Business
7. Announcements
8. Administrator's Report: Adam Sayre presented the administrator's report, and it was entered into the record.
9. Engineer's Report: Carla Fischer presented the engineer's report, and it was entered into the record.
10. Committee Reports
  - A. Finance Committee**
    - (1) Discussion and Possible Action Re: Payment of bills  
Motion by Kemp, seconded by Helmke to approve the bills in the amount of \$1,755,101.57. Motion carried 7-0.
    - (2) Discussion and Possible Action Re: Resolution No. R-23-005 approving a Tax Increment District 4 (TID) Affordable Housing Extension  
Motion by Kemp, seconded by Cronin to approve Resolution No. R-23-005 approving a Tax Increment District 4 (TID) Affordable Housing Extension. Motion carried 7-0 on roll call vote.
    - (3) Discussion and Possible Action Re: Amendment to an agreement with All City Management Services, Inc. for providing school guard crossing services  
Motion by Kemp, seconded by Posey to approve an amendment to an agreement with All City Management Services, Inc. for providing school crossing guard services. Motion carried 7-0.
  - B. Public Safety & Welfare Committee**
    - (1) Discussion and Possible Action Re: An application for a "Class B" Reserve Intoxicating Liquor and Class "B" Fermented Malt Beverage license from AzTec Taqueria, LLC, d/b/a AzTec Taqueria, located at 160 Keenan Ct., Suite 5, Salvado Tecpoyotl Daniel, Agent  
Motion by Reekie, seconded by Touchett to approve an application for a "Class B" Reserve Intoxicating Liquor and Class "B" Fermented Malt Beverage license from AzTec Taqueria, LLC, d/b/a AzTec Taqueria, located at 160 Keenan Ct., Suite 5, Salvado Tecpoyotl Daniel, Agent, contingent upon final approval from the building inspector and fire department. Motion carried 7-0.
    - (2) Discussion and Possible Action Re: An application for a Liquor License Premises Amendment from Hodge Podge, LLC, d/b/a Hodge Podge, located at 160 Keenan Ct., Suite 1, Katelynn Gibbons, Agent

Motion by Reekie, seconded by Touchett to approve An application for a Liquor License Premises Amendment from Hodge Podge, LLC, d/b/a Hodge Podge, located at 160 Keenan Ct., Suite 1, Katelynn Gibbons, Agent contingent upon final inspection from the building inspector and fire department. Motion carried 7-0.

- (3) Discussion and Possible Action Re: A change of agent request from Kwik Trip, Inc. d/b/a Kwik Trip #1075, located at 233 Wildcat Way  
Motion by Reekie, seconded by Touchett to approve a change of agent request from Kwik Trip, Inc. d/b/a Kwik Trip #1075, located at 233 Wildcat Way. Motion carried 7-0.

**C. Plan Commission**

- (1) Discussion and Possible Action Re: Ordinance No. 23-1019 approving a zoning map amendment for 5.54 acres of land from Rural Agriculture (RA) to Suburban Industrial (SI)  
Motion by Posey, seconded by Kemp to approve Ordinance No. 23-1019 approving a zoning map amendment for 5.54 acres of land from Rural Agriculture (RA) to Suburban Industrial (SI) with the following conditions: the approval shall become effective upon annexation of the property, and the approval shall become effective upon the execution of an annexation agreement. Motion carried 7-0.
- (2) Discussion and Possible Action Re: Resolution No. 23-006 approving a conditional use permit to allow for an office at 6878 and 6880 CTH M  
Motion by Posey, seconded by Hoechst to approve Resolution No. 23-006 approving a conditional use permit to allow for an office at 6878 and 6880 CTH M with the following conditions: the approval shall become effective upon annexation of the property, and the approval shall become effective upon the execution of an annexation agreement. Motion carried 7-0.
- (3) Discussion and Possible Action Re: Resolution No. 23-007 approving a conditional use permit for a professional office, service station, and vehicle sales and rental located at 225 Paoli St.  
Motion by Posey, seconded by Cronin to approve Resolution No. 23-007 approving a conditional use permit for a professional office, service station, and vehicle sales and rental located at 225 Paoli St. Motion carried 7-0.
- (4) Discussion and Possible Action Re: Resolution No. 23-008 approving a certified survey map to create two (2) lots located at 751 Gatsby Glen Drive and 812 Cheshire Castle Way  
Motion by Posey, seconded by Kemp to approve Resolution No. 23-008 approving a certified survey map to create two (2) lots located at 751 Gatsby Glen Drive and 812 Cheshire Castle Way with the condition that a shared wall agreement shall be recorded with the Dane County Register of Deeds. Motion carried 7-0.
- (5) Discussion and Possible Action Re: Resolution No. 23-009 approving a final plat for Avalon Ridge located on County Highway M and County Highway PD  
Motion by Posey, seconded by Touchett to approve Resolution No. 23-009 approving a final plat for Avalon Ridge located on County Highway M and County Highway PD with the following conditions: prior to the issuance of building permits, the developer shall enter into a developer's agreement with the City, and the final plat shall become effective upon annexation of the property. Motion carried 7-0.
- (6) Discussion and Possible Action Re: Ordinance No. 23-1020 annexing 31.996 acres of land located east of County Highway M and south of County Highway PD  
Motion by Posey, seconded by Kemp to approve Ordinance No. 23-1020 annexing 31.996 acres of land located east of County Highway M and south of County Highway PD with the condition that the annexation shall become effective upon execution of an

annexation agreement. Sayre stated that the Town sent concerns today and also gave an overview of the timeline of the annexation and his communications with the town. The City has serious public safety concerns about annexing the entire width of the right-of-way of CTH PD. Kleinmaier stated that he believes that the City of Madison would not want us to annex the entire width of the roadway. Diaz stated that the Town is not objecting in good faith and this could create a public safety issue. The City acting within the boundary agreement. Kemp asked what damages the Town is references. Kleinmaier stated that they would seek damages per the boundary agreement relating to annexations. Motion carried 7-0.

**D. Public Works/Sewer & Water Committee**

- (1) Discussion and Possible Action Re: Project closeout and change order no. 8 for Project ID 2018-108, Eastside Interceptor Replacement  
Motion by Touchett, seconded by Helmke to approve Project closeout and change order no. 8 for Project ID 2018-108, Eastside Interceptor Replacement. Motion carried 7-0.
- (2) Discussion and Possible Action Re: Traffic signal maintenance agreement with Dane County Highway and Transportation Department  
Motion by Touchett, seconded by Helmke to approve a Traffic signal maintenance agreement with Dane County Highway and Transportation Department. Motion carried 7-0.
- (3) Discussion and Possible Action Re: Storm sewer easement with Wisconsin Department of Natural Resources and Dane County for Ice Arena Expansion project contingent on City Attorney and City Administrator approval  
Motion by Touchett, seconded by Helmke to approve the Storm sewer easement with Wisconsin Department of Natural Resources and Dane County for Ice Arena Expansion project contingent on City Attorney and City Administrator approval. Motion carried 7-0.
- (4) Discussion and Possible Action Re: Professional services agreement with AECOM and D'Onofrio Kottke and Associates for Project ID 2023-105, East View Road re-construction  
Motion by Touchett, seconded by Helmke to approve a Professional services agreement with AECOM and D'Onofrio Kottke and Associates for Project ID 2023-105, East View Road re-construction. Motion carried 7-0.
- (5) Discussion and Possible Action Re: Professional services agreement for with AECOM for Project ID 2023-106, 2023 Stormwater Services  
Motion by Touchett, seconded by Helmke to approve a Professional services agreement for with AECOM for Project ID 2023-106, 2023 Stormwater Services. Motion carried 7-0.

**11. New Business**

- A. Discussion and Possible Action Re: Annexation Agreement with Cascade Development, West Madison Bible Church, and Psalms Partners for the development of land located on County Highway M and County Highway PD  
Motion by Cronin, seconded by Posey to approve an Annexation Agreement with Cascade Development, West Madison Bible Church, and Psalms Partners for the development of land located on County Highway M and County Highway PD, subject to final review by the City attorney and city administrator. Motion carried 7-0.

**12. Old Business**

- A. Discussion and Possible Action Re: City Administrator Recruitment  
*The Common Council may convene in a closed session for discussion and possible action regarding recruitment of a City Administrator as authorized by Section 19.85(1)(c) of the Wisconsin Statutes to consider employment, promotion, compensation or performance*

*evaluation data of any public employee subject to the jurisdiction or authority of the City of Verona. The Common Council may reconvene in open session to discuss and take action on the subject matter discussed in the closed session.*

Motion by Posey, seconded by Cronin to go into closed session at 7:52 p.m. Motion carried 7-0 on roll call vote.

CLOSED SESSION

The council reconvened in open session at 8:48 p.m.

13. Adjournment: Motion by Touchett, seconded by Helmke to adjourn at 8:48 p.m. Motion carried 7-0.

Respectfully submitted,  
Holly Licht, City Clerk