

CITY OF VERONA
MINUTES
COMMON COUNCIL
February 8, 2021
Verona City Hall

Due to the COVID-19 pandemic, the Verona Common Council held its meeting as a virtual meeting. The Common Council did not meet at City Hall, 111 Lincoln Street. Members of the Common Council and Staff joined the meeting by using Zoom Webinar. Members of the public were able to join the meeting using Zoom Webinar via a computer, tablet, or smartphone, or by calling into the meeting via phone.

1. Mayor Diaz called the meeting to order at 7:03 p.m.
2. Pledge of Allegiance
3. Roll call: Alderpersons Kate Cronin, Charlie Ryan, Christine Posey, Charlotte Jerney, Heather Reekie, Katie Kohl, and Chad Kemp were present. Also present: City Administrator Adam Sayre, and City Engineer Carla Fischer. Evan Touchett joined the meeting at 7:12 p.m.
4. Public Comment: None
5. Approval of minutes from the January 25, 2021 Common Council meeting. Motion by Kohl, seconded by Reekie, to approve the minutes of the January 25, 2021 Common Council meeting. Motion carried 7-0.
6. Mayor's Business: None
7. Announcements: None
8. Administrator's Report:
 - The Sustainability Task Force meeting will be held on February 15th.
 - Joint Review Board meeting will be held on February 23rd.
 - There will be a public informational meeting about the public park going in the site of the former New Century/Sugar Creak School sites on February 25th.
 - Upcoming Public Hearings:
 - Costco Precise Implementation Plan (PIP)
 - Prairie Oaks General Development Plan (GDP)
 - TID 9
 - Amendment to Section 14-1-70(u)(9) of the Subdivision Ordinance
 - Alternate side parking is in effect until April 1st. Parking is prohibited from 1:00 a.m. to 6:00 a.m. on the even-numbered side of any public street on the odd-numbered calendar days, and on the odd-numbered side of the public street on the even numbered calendar days except as otherwise posted.
 - The Sustainability Task Force is meeting on a monthly basis to discuss sustainability

in the City. The first few meetings have included presentation from Department Head's and Alliant Energy. The City has also launched a website to help the public find more information about being sustainable:

<https://www.ci.verona.wi.us/737/Sustainable-Verona>

- The Tourism Commission continues to meet on an as needed basis. Room tax collections have decreased significantly due to the pandemic. The Chamber is continuing to work with Discover Wisconsin on a promotional show to focus on the Verona area which is funded with room tax dollars.
- The City recently received notice that the Verona Area School District (VASD) will not be entering into a Police Service Liaison Officer (PSLO) contract for the 2020-2021 school year. The VASD made the decision to finish the year without the PSLO and that is their choice. With or without an agreement, the Police Department is always willing to assist the VASD with any emergency or non-emergency needs or requests. The Verona Area High School is part of our community and we will respond to help them in the same manner as we would for any other community member(s). While we don't have an agreement, the City remains available and willing to discuss a new PSLO agreement when the VASD is ready.
- TID 6 – City Staff is exploring the feasibility of starting the closure of TID 6 which includes lands in Liberty Business Park and the Verona Technology Park. As part of closure review, Staff is looking to extend the TID to use tax increment to create an affordable housing. Once Staff has completed the analysis, a recommendation will be brought forward to the Common Council.
- TID 9 – City Staff is working with Ehlers on a project plan amendment for Tax Incremental District No. 9. This amend involves extending the existing TID boundaries to include the redevelopment of the New Century/Sugar Creek School property. This amendment will move forward in February and March.
- City Staff continues to work on development agreements for Costco, Whispering Coves, and Morningside Boulevard. Staff anticipates some of these agreements moving forward in the near future. Staff also anticipates new phases for Kettle Creek North and the Woods at Cathedral Point being requested in 2021.
- As a reminder, the City post development projects on the City's website and the link is below. Non-residential projects that are currently under construction include Epic, MillipoerSigma, KSW Construction, Cleary Building Corporation, and Oakmont Senior Living. Single-family building permits are being issued in Hometown Grove, Kettle Creek North, and the Woods at Cathedral Point. To date, the City has issued ten (10) permits for new homes. In 2020, the City had issued one (1) permit in the same period.
- The City is in the process of recruiting for a new City Clerk, the application deadline is February 14th. Both the City Administrator and Human Resources Coordinator are working together on this recruitment. Details of the recruiting process are being coordinated with the Chairperson of the Personnel Committee and will be shared

with the Common Council in the near future. The City has received between twenty and thirty applications to date.

- There is an election on February 16th and the only item on the ballot is the State Superintendent of Public Instruction. Absentee ballots were mailed out on January 26th and sent out daily as requested. As of Feb. 5th, the City has mailed out 962 ballots and received back 114 ballots. In person voting is available from Feb 2nd through February 12th. All of the information can be found on the City's website and additional information can be directed to the Deputy City Clerk.

9. Engineer's Report:

Aldersperson Evan Touchett arrived.

Eastside Interceptor

- Traffic Control
 - Bruce Street is currently open to traffic.
 - Bruce Street will be closed again in the spring to complete permanent roadway construction and restoration.
 - Ice Age Trail is detoured to South Main Street to Military Ridge State Trail.
- Tunneling
 - Tunnel/pounding operations are continuing to progress.
 - Depending on site conditions encountered, the interceptor sewer casing and pipe will be complete in the next couple of weeks.
 - Crews will then move to the force main crossing and begin tunneling operations. This will take about a month or so to complete.
 - A mailing was sent to adjacent properties on December 18, 2020.
- Pipe installation
 - Gravity Sewer and MMSD Force Main are currently being installed between Bruce Street and South Main Street and are anticipated to reach South Main Street in the next couple of weeks.
 - Crews will complete the local connection just south of South Main Street, crossing Badger Mill Creek.
 - After the creek crossing and temporary creek restoration, crews will begin pipe installations on the north side of South Main Street and work toward Melody Circle connection area.
 - Dewatering and pipe preparation operations are planned in the next couple of weeks, north of South Main Street to the Melody Circle connection area, ahead of starting pipe installation.
- Clearing
 - The remainder of the clearing north of South Main Street has been completed or will be completed shortly. Once clearing is completed, silt fence installation will immediately follow.
- Dane County work
 - Majority of the work will take place next summer.

- Neighborhood Information Meeting
 - A meeting was held on January 13, 2021 by project staff and was well attended.
 - The presentation and figures are posted on project website.
- Neighborhood Progress Meeting
 - A meeting was held on January 13, 2021 by project staff and was well attended.
 - The presentation and figures are posted on project website.
 - The first neighborhood progress meeting was held on January 20, 2021 by project staff and was attended by three (3) people.
 - The next neighborhood progress meeting will be held on February 17, 2021 by project staff.
 - Zoom link for the meeting is on the project website.

Major Design Projects

- Lincoln Street Stormwater Facility Design: The 100% design documents are finalized. The project will be advertised for bids on February 4th and 11th, 2021, with bid opening of February 24, 2021. The Public Information Meeting for the project has been scheduled for February 24, 2021 at 5:30 p.m. via Zoom. A mailing was sent out to adjacent property owners the week of February 5, 2021 notifying them of the Public Information Meeting.

The Verona Press is anticipating an article in the February 11th release after an interview with project staff on February 2nd. As the project nears the start of construction, project staff will engage the Verona Press to release an article on the project.

- N. Main Street Water Main Replacement Design: The 100% design documents are finalized. The project will be advertised for bids on February 4th and 11th, 2021 with bid opening of February 24, 2021.

Jacobson met with VASD staff on January 26, 2021 to present the project overview and details. Construction is set to occur in mid-June to mid-August to minimize impacts to VASD operations.

The date of the Public Information Meeting is not set yet but is anticipated to occur in early March. Also, as the project nears the start of construction, project staff will engage the Verona Press to release an article on the project.

In-house Design Projects

- 2021 Asphaltic Street Rehabilitation Project: The 2021 Asphaltic Street Rehabilitation Project will consist of repaving Locust Drive from the 18/151 bridge to Bruce Street and Prairie Heights Drive from Locust Drive to CTH M. The project will include pavement surface mill and overlay, as well as spot replacement of curb and gutter, spot replacement of concrete sidewalk, and spot driveway replacement. The plans and specifications are completed and will be advertised for bids on February 4th and 11th, 2021 with a bid opening of February 24, 2021.

The date of the Public Information is not set yet but is anticipated to occur in early

April. As the project nears the start of construction, project staff will engage the Verona Press to release an article.

- 2021 Pavement Surface Treatment Project

- The 2021 Pavement Surface Treatment Project will consist of a granite chip seal for the following streets:
 - Maple Road from Basswood Ave to Poplar Way
 - Walnut Street from Mahogany Way to Cross Country Road
 - Poplar Way from Tamarack Way to Walnut Street
 - Spruce Street from Tamarack Way to Maple Road
 - Spruce Circle
 - Birch Court
 - Hickory Court
 - Ash Court
 - Pine Court
 - Cedar Court
 - Tamarack Way from Cross Country Road to Esker Drive
 - Esker Drive
 - Carter Court
 - Kettle Woods Drive
 - Lone Pine Way from Tamarack Way to Hemlock Drive
 - Ashton Drive from Lone Pine Way to Hemlock Drive
 - Drumlin Drive
 - Kettle Court
- The 2021 Pavement Surface Treatment Project will also consist of a polymer deck overlay for all four bridges owned and maintained by the City:
 - Bruce Street bridge over the Badger Mill Creek
 - Old PB bridge over the Badger Mill Creek
 - Stewart's Woods Road bridge over the Dry Tributary
 - Wildcat Way bridge over the Military Ridge State Trail
- The plans and specifications are completed and will be advertised for bids on February 4, 2021 with bid opening of February 24, 2021.

10. Committee Reports:

A. Finance Committee

(1) Discussion and Possible Action Re: Payment of bills. Motion by Kemp, seconded by Cronin, to pay the bills in the amount of \$2,587,936.96. Motion carried 8-0.

B. Public Safety and Welfare Committee

(1) Discussion and Possible Action Re: A Change of Agent request from Madison Epicureans, LLC, d/b/a Pasqual's Cantina, 100 Cross Country, Verona, WI 53593 Madison Epicureans, LLC has requested a change of agent for their Class "B" Reserve Liquor License at Pasqual's Cantina from Seth Wilson to Julie Chamberlin.

Motion by Reekie, seconded by Kohl, to approve a Change of Agent request from

Madison Epicureans, LLC, d/b/a Pasqual's Cantina, 100 Cross Country, Verona, WI 53593. Motion carried 8-0.

C. Plan Commission

- (1) Discussion & Possible Action: Resolution No. 21-003 approving a conditional use permit to allow a drive-thru COVID-19 testing site located at 509 West Verona Avenue

The Plan Commission held the required public hearing on February 1, 2021 and discussed the project. The Plan Commission voted 7-0 to recommend approval of the conditional use permit with the following conditions:

1. Traffic on the site shall be one-way for both the entrance and the exit. Traffic shall exit through the eastern most driveway and all traffic shall enter at the western most driveway.

Motion by Kohl, seconded by Kemp, to approve Resolution No. 21-003 approving a conditional use permit to allow a drive-thru COVID-19 testing site located at 509 West Verona Avenue. Motion carried 8-0.

- (2) Discussion & Possible Action: Resolution No. 21-004 approving a certified survey map to create two (2) lots at 841, 905, and 927 North Main Street

The proposed certified survey map would create two (2) lots from the existing three (3) lots at 841, 905, and 927 North Main Street. The Plan Commission voted 7-0 to recommend approval of the certified survey map to create two (2) lots at 841, 905, and 927 North Main Street.

Motion by Kohl, seconded by Reekie, to approve Resolution No. 21-004 approving a certified survey map to create two (2) lots at 841, 905, and 927 North Main Street. Motion carried 8-0.

D. Sustainability Task Force

- (1) Discussion and Possible Action: Resolution No. 21-005 supporting the City of Verona becoming a supporter of the Dane County Climate Action Plan in an effort to reduce greenhouse gas emissions as a region

The proposed Resolution would make the City a supporter of the Dane County Climate Action Plan (CAP). The 2020 CAP was created to provide a science-based strategy to reduce greenhouse gas emissions and address ways the climate is already changing. As a supporter, the City will have access to ideas, technology, and pros/cons to strategies on how to reduce climate change from other supporters.

The Sustainability Task Force discussed the Resolution on January 27th and voted 6-0 to recommend approval of the Resolution supporting the City of Verona becoming a supporter of the Dane County Climate Action Plan.

Motion by Ryan, seconded by Reekie, to approve Resolution No. 21-005 supporting the City of Verona becoming a supporter of the Dane County Climate Action Plan in

an effort to reduce greenhouse gas emissions as a region. Motion carried 8-0.

11. Adjournment:

Motion by Reekie, seconded by Touchett, to adjourn at 7:25 p.m. Motion carried 8-0.

Kayla Martin
Deputy City Clerk