

**CITY OF VERONA**  
**MINUTES**  
**COMMON COUNCIL**  
**September 28, 2020**  
**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 7:04 p.m.
2. Roll call: Alderpersons Kate Cronin, Charlotte Jerney, Chad Kemp, Katie Kohl, Christine Posey, Heather Reekie, Charlie Ryan and Evan Touchett were present. Also present: City Administrator Adam Sayre; City Engineer Carla Fischer; and City Clerk Ellen Clark.
3. Public Comment: None
4. Approval of the minutes from the September 14, 2020 Common Council meeting. Motion by Touchett, seconded by Cronin, to approve the minutes of the September 14, 2020 Common Council meeting. Motion carried 8-0.
5. Mayor's Business: None
6. Announcements: None
7. Administrator's Report:
  - Board of Review is scheduled for Tuesday, September 29<sup>th</sup> at 5:30 p.m.
  - The annual prescription take-back will be held on October 24<sup>th</sup> from 9 a.m. – 2 p.m.
  - Early voting is scheduled at City Hall Tuesday, October 20<sup>th</sup> – Friday, October 23<sup>rd</sup> from 8 a.m. – 4:30 p.m.; Saturday, October 24<sup>th</sup> from 9 a.m. – 3 p.m.; and Monday, October 26<sup>th</sup> – Friday, October 30<sup>th</sup> from 7 a.m. – 7 p.m.; and at the Verona Senior Center on Friday, October 23<sup>rd</sup> and Saturday, October 24<sup>th</sup> from 9 a.m. – 3 p.m.
8. Engineer's Report:
  - Well 6 Pumping Station Construction: The contractor is working on various finishing items and internal gas line connections. Generator load testing is scheduled for September 28<sup>th</sup>, with well start-up set for October 8<sup>th</sup>, with a backup date of October 15<sup>th</sup>.
  - The Woods at Cathedral Point Phase 1: Placement of the base course for the streets is underway. Topsoil is being placed on the residential lots.
  - Harmony Hills Detention Basin Cleanout: The basin is located east of the 1200 block of Enterprise Drive and south of Lucerne Drive

9. 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 \$497,872.55 . Motion carried 8-0.

**B. Public Works/Sewer and Water Committee**

- (1) Discussion and Possible Action Re: Project closeout and Change Order No. 1 for Project ID 2020-101, 2020 Verona Street Asphaltic Rehabilitation. Motion by Touchett, seconded by Ryan, to approve the project closeout and Change Order No. 1 for Project ID 2020-101, 2020 Verona Street Asphaltic Rehabilitation. Payne and Dolan has successfully completed the 2020 Asphaltic Rehabilitation project along Northern Lights Road between Breckenridge Road and N. Nine Mound Road. Change order No. 1 is to rectify as-built quantities for the work required to complete the project:

- Deduction in undercut excavation for unsuitable soils – item not used.
- Deduction in crushed stone for subgrade stabilization – item not used.

This will close the contract with Payne & Dolan and final payment will be issued.

The contract notes are as follows:

- Contract award value = \$197,527.50
- Change order No. 1 = \$42,015.26 (deduct)
- Contract value after incorporating this change order = \$155,512.24

Motion carried 8-0.

- (2) Discussion and Possible Action Re: Change Order No. 2 for Project ID 2016-123 CTH PD Woods Road to CTH M. Motion by Touchett, seconded by Ryan, to approve Change Order No. 2 for Project ID 2016-123 CTH PD Woods Road to CTH M. Payne and Dolan has successfully completed the expansion of CTH PD between Woods Road and CTH M. Change order No. 2 is to rectify as-built quantities for the work required to complete the project:

- Addition of items:
  - o Curb and gutter
  - o Milling of asphaltic surface
- Rectifying as-built quantities

The contract notes are as follows:

- Contract value = \$1,489,248.85
- Change order No. 2 = \$12,884.08 (add)
- Contract value after incorporating this change order = \$1,502,132.93

This change order will start the project closeout process to allow Payne and Dolan make full payment to their subcontractors so they can receive lien waiver which they need to supply to the City. The contract with Payne and Dolan will ultimately be held open until the tree maintenance cycle is completed over the next two years.

Motion carried 8-0.

- (3) Discussion and Possible Action Re: Awarding contract for Project ID 2018-108, Eastside Sanitary Sewer Interceptor Replacement. Motion by Touchett,

seconded by Kemp, to award the contract for Project ID 2018-108 Eastside Sanitary Sewer Interceptor Replacement. The eastside sanitary sewer interceptor is for the replacement of the interceptor from Bruce Street to the lands just north of Arbor Vitae Place. The project includes the replacement of the 15-inch interceptor that was constructed in 1960 to increase capacity and replace aged infrastructure. Madison Metropolitan Sewerage District (MMSD) and Dane County will also be joining the construction project and paying for their portion of the project as agreed to in previously executed agreements. Seven (7) bids were received for the project referenced above. The two lowest bidders and highest bid are listed below:

- Minger Construction Co., Inc. (Jordan, MN) \$7,761,804.60 (Low bidder)
- RG Huston Company, Inc. (Cottage Grove, WI) \$7,764,886.46
- Fischer Excavating, Inc. (Freeport, IL) \$9,973,003.51

The estimate with contingencies was \$8,852,354.50. The following bid items provided a significant reduction as compared to the estimate:

- 24-inch interceptor pipe
- 24-inch force main pipe

Minger Construction Co., Inc. has not completed work for the City of Verona previously. Based on pre-qualification for this project, past work performed in other communities, and references checked, the City of Verona Public Works Staff (including MMSD staff) is of the opinion that Minger Construction Co., Inc. has the personnel, equipment, expertise, and financial assets necessary to complete the project. Motion carried 8-0.

#### 10. New Business

- A. Discussion and Possible Action Re: Proclamation: Halloween Trick or Treat hours. The proposed proclamation will set City trick-or-treating hours at 5:00 p.m. to 8:00 p.m. on October 31st. Dane County Public Health has issued guidance for trick-or-treating. In general, the guidance provides social distancing recommendations, a guide for how to safely trick-or-treat and how to hand out treats. The public is encouraged to review and follow the guidance.

Diaz stated this is something we do not normally talk about, and go on as usual. He would like thoughts and/or motions on this item from the Council.

Kemp stated he hasn't thought about it. His kids would want to do it. They'll be outside the majority of the time. If parents are reasonable and don't move about in crowds, it should be fine. He would also ask that the guidance be placed on the City's website and Facebook pages.

Reekie advised making the wording stronger regarding not handing out candy in person.

Ryan supports the proclamation with the recommendations.

Motion by Cronin, seconded by Kohl, to approve the Halloween Trick or Treat hours proclamation for 2020. Motion carried 8-0.

- B. Discussion and Possible Action Re: Resolution No. R-20-036 authorizing the issuance of an \$800,000 Municipal Revenue Obligation of the City of Verona, Wisconsin to ACS Holdings, LLC. In 2019, the City approved the issuance of a Municipal Revenue Obligations (MRO) for the ACS project located in the Liberty Business Park. ACS was recently granted occupancy of their building requiring the City to approve the MRO. The MRO provides ACS with up to \$800,000 in a pay-go TIF incentive for up to 90% of the available tax increment for the project. Payments would be made from 2021 through 2041 or until the \$800,000 in payments is completed. The adoption of the resolution is more of an administrative formality, as the City has already approved a development agreement and terms of the TIF incentive. Motion by Kemp, seconded by Reekie, to approve Resolution No. R-20-036 authorizing the issuance of an \$800,000 Municipal Revenue Obligation of the City of Verona, Wisconsin to ACS Holdings, LLC. Motion carried 8-0.
- C. Discussion and Possible Action Re: Ordinance No. 20-968 amending Section 8-1-4 eliminating the Weed Commissioner and amending the Ordinance to benefit butterflies. At the end of 2019, the Monarch Society approached City Staff asking for the Noxious Weed Ordinance to be amended to remove milkweed from the noxious weeds listed in the Ordinance. The proposed Ordinance amendment eliminates the Weed Commissioner, puts the Building Inspector in charge of weed enforcement, adds Japanese Knotweed as a noxious weed, and removes milkweed as a noxious weed. The Building Inspector currently enforces the Weed Ordinance, and the proposed change will bring the Ordinance in line with what is actually occurring. Japanese Knotweed is an invasive species that was added to the list of noxious weeds. Milkweed was removed from the noxious weed list because it is a very important plant for Monarch Butterflies, as the caterpillars feed exclusively on milkweed. Motion by Cronin, seconded by Reekie, to approve Ordinance No. 20-968 amending Section 8-1-4 eliminating the Weed Commissioner and amending the Ordinance to benefit butterflies. Motion carried 8-0.

11. Adjournment:

Motion by Touchett, seconded by Kemp, to adjourn at 7:33 p.m. Motion carried 8-0.

Ellen Clark  
City Clerk