

December 7, 2017

### TOWN BOARD

#### Chair

Anthony Varda, 798-9999

#### Supervisors

Jeff Davis, 798-0080

Mike Statz, 798-4679

Joe Kruchten, 798-1735

Duane Haag, 798-3638

### TOWN OFFICE

Brenda Kahl, Clerk/Treasurer

9046 State Road 19

Mazomanie, WI 53560

767-4152

Fax: 767-3015

Hours: 7:00 – 4:30, except

Wednesday 7:00 – 11:00

Email: [twnberry@chorus.net](mailto:twnberry@chorus.net)

Web: [www.townofberry.org](http://www.townofberry.org)

### TOWN GARAGE

Orlin Danz, Patrolman

(Cell) 444-0359

Hours: 7:00 – 3:30

### FIRE WARDENS

Brenda Kahl

767-4152, during office hours

WI DNR

1-888-947-2876

<http://dnr.wi.gov>

### BUILDING INSPECTIONS

SAFEbuilt

(800) 422-5220

### DANE COUNTY SHERIFF

255-2345, Non Emergency

### LEGAL NOTICE POSTING LOCATIONS

Town website, Town Hall, Festge Park, DH Repair

### WINTER IS APPROACHING! SNOW REMOVAL REMINDERS



In order to help our plowing team, please keep turnarounds and the road right-of-way free from debris, vehicles and anything that may impede the snowplows. If there is not enough space for the plowing equipment to turn around, the road may not be plowed.

Also do not shovel, blow snow or have your driveway plowed into or across the road. This is prohibited by Town ordinances and can cause a serious traffic hazard. If possible, it is best to place snow on the side of your driveway opposite direction from which the plow is coming. That way, the plow will carry snow away from your driveway rather than back into it.

Brenda Kahl

### NOMINATION PAPERS ARE DUE JANUARY 2

Two of the five Town Board Supervisor Seats will be up for election this April. Present incumbents are:

Town Board Supervisor Seat 3

Joe Kruchten

Town Board Supervisor Seat 4

Duane Haag

The first day to circulate nominations papers was December 1, 2017 and the final day for filing nomination papers is 5:00 pm on Tuesday, January 2, 2018 in the office of the Town Clerk.

Brenda Kahl

### BURNING PERMITS REQUIRED AS OF JANUARY 1<sup>ST</sup>



State law requires burning permits in the Extensive Fire Protection Area from January 1<sup>st</sup> through May 31<sup>st</sup> unless the ground is completely snow-covered where the burning will take place. Only fires used exclusively for the purposes of cooking food or warming the body do not require a burning permit.

Permits are free. DNR offices or volunteer emergency fire wardens can prepare a permit for you. Prospective burners may call the toll free hot-line (1-888-947-2876) or go online <http://dnr.wi.gov/burnpermits/> to have a permit mailed or instantly emailed to you. Or, stop at the town office during business hours for a permit.

Brenda Kahl

## **UPDATE ON ZONING, BUILDING AND DRIVEWAY PERMIT APPLICATIONS**

Starting January 1, 2018 applications for driveway permits, zoning changes and building permits will be submitted to the Town of Berry.

The procedure for applying for a driveway or field road permit has not changed. Applications are submitted to the Town Clerk and there is usually a total of three meetings. A site visit on location, a Plan Commission meeting and lastly a Town Board meeting. Driveway, Field Road and Right-of-way Ordinance 301.1 and application forms are available on the Town's website,

<http://townofberry.org/permits.html>

As for zoning changes (rezones) you will now contact the Town Clerk to start the process. Submit your Zoning Change Application with a legal description of boundaries (maps) and Jurisdiction Review Form to the Town, which will then be forwarded to General Engineering for review and comparison with the Town Zoning Ordinance and Comprehensive Plan. Once all forms and initial fees are received, town meetings will be scheduled. First a site visit on location, then a combined Plan Commission meeting and public hearing and finally a Town Board meeting. You also have the option of setting up an initial consultation and concept review with the Plan Commission of the proposed zoning change prior to the Plan Commission public hearing. You can find more information and these documents at <http://townofberry.org/permits.html> under Zoning Change Applications. Note, if your land is in a floodplain or wetland or you will be disturbing more than 4,000 square feet of land, you will also need to contact Dane County.

Building permit applications are still submitted to SAFEbuilt for all new structures, additions and alterations. But, starting January 1<sup>st</sup>, a Land Use Permit Application will be required and submitted to the Town Clerk and/or General Engineering. A Land Use Permit is required for any new buildings over 120 square feet in size, or any modifications or expansions of existing structures and is available at <http://townofberry.org/permits.html> under Building Permits. Even though you will no longer need a Dane County Zoning Permit, other

regulatory agency permits are required as stated on the Land Use Permit Application.

If you have any questions or comments, contact the Town at 608-767-4152 or by email

[twnberry@chorus.net](mailto:twnberry@chorus.net)

Brenda Kahl

## **2017 PROPERTY TAX BILLS**

The 2017 property tax bills will be mailed next week, along with tax collection information and hours, the 2018 garbage/recycling calendar, and a dog license application (if you applied for a license the previous year).

If you qualify for a lottery credit, but did not receive a credit on your tax bill, contact the town office prior to submitting your tax bill payment. 608-767-4152 or [twnberry@chorus.net](mailto:twnberry@chorus.net)

## **DOG LICENSES**



Dog license fees are \$12.50 per neutered male or spayed female, \$17.50 for un-neutered male or un-spayed female, and \$42 per multiple licenses (kennel). Dog

license are due by April 1, 2018 or an additional \$5 will be charged per license. A list of items needed to apply for a dog license will be enclosed with your property tax bill. If you do not receive a tax bill, but need a dog license application, phone 608-767-4152, email, or download an application at <http://townofberry.org/licenses.html>.

Brenda Kahl

## **TOWN BUDGET MEETING**

Ten electors attended the November 6<sup>th</sup> Public Budget Hearing and Meeting of the Electors.

The spending limit for 2018 for highways is set at \$432,024, with \$220,000 of those funds to be used toward the maintenance and reconstruction of town roads.

The electors adopted with a vote of 10-0 the town tax levy for 2017 to be collected in 2018 in the amount of \$471,211 and adopted the Fire and EMS budgets to make a total town tax levy of \$583,902.

More budget information is available on our website at

<http://townofberry.org/budgetreport.html>

Brenda Kahl

## **NOVEMBER 20 TOWN BOARD MINUTES SUMMARY**

(A summary of the minutes not yet approved by the Town Board.) Members present: Anthony Varda, Jeff Davis, Michael Statz and Duane Haag. Joe Kruchten was excused.

### **Driveway Permit**

\*Mike Ballard & Shelly Adler, 8990 Spring Valley Road, driveway permit application was approved. Vote 4-0

\*Agreement allowing an under sized absorption system, Aerobic Treatment Unit was approved for Mike Ballard & Shelly Adler. Vote 4-0

**Annual adoption of Ordinance 300.14, Applying Statutory Axle Weight Limits Under §348.15(3)(b) to Agricultural Equipment Pursuant to §348.15(9)(f)2** was approved. Vote 4-0

**Refunding the permit deposit for Madison Motorcycle Club** was approved. Vote 4-0

**Broadband Forward! Community Ordinance 500.9** was approved as amended. Vote 4-0

### **Snow Guards for New Town Hall Roof**

The board approved bidding out both snow guards and gutter rain shields. Vote 4-0

### **Scherbel Road Preliminary Plans & Soil Boring Report**

Discussion only. Reviewed the plans.

**The 2018 budget** was adopted. Vote 3-1. In favor: Haag, Statz and Varda. Opposed: Davis

**2017 Levy Limit, Use the Allowable Previous Year's Unused Levy & Transfer of Zoning Services from other Governmental Unit**

\*The board allowed the previous year's unused levy of \$5,427. Vote 3-1. In favor: Haag, Statz and Varda. Opposed: Davis

\*The board approved entering the increase of tax levy for transfer of services in accordance with the County's plan of what we are undertaking and fill out the worksheet accordingly. Vote 4-0

### **Advertising Local Notices in Area Newspapers**

Discussion only. Keep advertising in one paper.

**Disciplinary and Discharge Procedures Ordinance 105.7** was sent to legal counsel for review, comments and revisions. Vote 4-0

**Drug/Alcohol Policy 105.4** was sent to legal counsel for review, comments and revisions. Vote 4-0

### **Personnel Committee and Evaluations**

The board approved setting the annual date for evaluations no later than June 30 each year. Vote 4-0

### **Request for Proposals for Premium Diesel Fuel**

The board approved the request for proposals for premium diesel fuel and added an average amount of fuel used per year to the proposal. Vote 4-0

### **Purchase and Loan for Black Earth Fire District Vehicle**

The board approved a five year loan at \$111,170 for the purchase of a Black Earth Fire District truck with the Peoples Community Bank at a 1.97% fixed interest rate. Vote 3-1. In favor: Statz, Varda and Davis. Opposed: Haag

### **Committee Reports**

\*Black Earth Fire District: Funding for the new truck is due the first week in January; received a matching DNR grant for a brush ATV; possibly implementing the NOX-BOX system; and discussion about creating a sinking fund.

\*Cross Plains Fire District: Doug Meyer who sits on the DaneCom Fees Board spoke about the next five year's fees; discussed radio training; the fire fighters association donated \$15,000 for equipment from funds they raised; the building use policy was approved

\*District 1 EMS: The sinking fund is back on budget since the increase in ambulance transports.

\*Cross Plains EMS: Meeting was rescheduled to November 30.

\*North Hill Point Road box culvert replacement is finished

### **Discussion of Future Agenda Items**

Black Earth Fire District, creation of a sinking fund

**Adjourn:** 8:26 pm

Brenda Kahl

### **HOLIDAY OFFICE HOURS**



**Happy Holidays!**

The Town office and garage will be closed on Monday, December 25<sup>th</sup> and Monday, January 1<sup>st</sup>. We wish everyone a healthy and happy holiday season.

## **BERRY BREAKFAST**

You are invited to our next Berry Breakfast: this Saturday, December 9th. We will gather at 9:00 at Base Camp Cafe, 18 Broadhead St. in Mazomanie for our regular informal fun with friends and neighbors from our area. This is our "Second Saturday of the Month" group. You can expect a "no agenda, no expectations, no work" Dutch treat social event. Your guests are always welcome.

January, February and March will see the Berry Breakfast Group doing some "Peripheral Sampling". So far, Mt. Horeb's "Spring Garden", Middleton's "Sofra", and Prairie du Sac's "Bluespoon" are suggested locations. What other places would you like to sample? Please email me other suggestions, as well as any requests to receive the Berry Breakfast monthly reminder: [karen@thetreefarm.net](mailto:karen@thetreefarm.net) . Please join us when you can  
Karen Upper

### **TOWN OF BERRY BOARD MEETING**

December 18, 2017, 7:00 p.m. at the Town Hall, 9046 Hwy. 19, Mazomanie, WI 53560

#### **AGENDA**

1. Call to order
2. Approve minutes of November 20, 2017
3. Public Comments: You may address the Board on any item not on the agenda. A discussion item may be placed on a future agenda. Public comment may be heard on any agenda item either now, or at the time the agenda item is to be discussed, or at the discretion of the Town Chair at any other time the agenda item is discussed. Comments are generally limited to three minutes.
4. Discussion/action re: Broadband Forward Community Ordinance 500.9
5. Discussion/action re: Agreement for Emergency Medical Services with Cross Plains Area Emergency Medical Services Districts
6. Discussion/action re: Appointment of Election Inspectors
7. Discussion/action re: Request for Proposals for Premium Diesel Fuel
8. Discussion/action re: Fees, Charges and Permits Ordinance 113.2
9. Discussion/action re: Administrative Fees Policy 113.4
10. Discussion/action re: Establishing Fees and Expenses Charged for Land Use Applications and Land Development Review Ordinance 113.6
11. Discussion/action re: Zoning Change Application, Jurisdiction Review Form and Land Use Permit Application
12. Discussion/action re: Employees carrying vacation hours into the next year
13. Budgetary Matters
  - A. Payment of bills
14. Committee reports/Correspondence/Communications
  - A. Fire Districts
  - B. EMS Districts
  - C. Other
15. Discussion of future agenda items
16. Adjourn

Persons requiring additional services to participate in a public meeting should contact the Town Clerk at the Town Hall, 9046 Hwy 19, Mazomanie, WI 53560. 767-4152 [twberry@chorus.net](mailto:twberry@chorus.net)

As of December 11, 2017 the final agenda will be posted on the website and the town hall posting board. The board attempts to finalize the agenda prior to the distribution of the newsletter