

Town of Berry Board Meeting
April 20, 2020, 7:00 p.m., at the Town Hall, 9046 State Road 19, Mazomanie, WI 53560
Agenda

1. Call to order
2. Approve minutes of March 16, 2020
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. Patrolman Report, if necessary
5. Discussion/action re: 2020 Road projects
6. Discussion/action re: Re-confirming Open Book and Board of Review dates
7. Discussion/action re: Revising Ordinance 103.1, Appointing Alternate Members for Board of Review
8. Discussion/action re: Future town hall rentals
9. Discussion/action re: Awarding proposal for maintenance of the hall/garage grounds and Sunning Hill Cemetery
10. Discussion/action re: Emergency management plan
11. Budgetary Matters
 - A. Discussion/action re: Payment of bills
 - B. Discussion/action re: Election Inspector hourly wage, retroactive to April 7, 2020 Election
12. Committee reports/Correspondence/Communications
 - A. Fire Districts
 - B. EMS Districts
 - C. Other
13. Discussion of future agenda items
14. 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
Posted: 4/13/20 Brenda Kahl, Clerk/Treasurer

TITLE: Town of Berry Board Meeting Minutes
DATE: March 16, 2020
TIME: 7:00 – 8:30 p.m.
PLACE: Town Hall, 9046 State Road 19, Mazomanie, WI 53560
POSTINGS: Town Hall and Town of Berry website

I. CALL TO ORDER – ROLL CALL: The meeting was called to order at 7:00 p.m. Board members present: Anthony Varda, David Evert, Michael Statz, Joe Kruchten and Duane Haag. Also present Clerk, Brenda Kahl.

II. APPROVE MINUTES OF FEBRUARY 17, 2020

Motion Haag/Evert to approve the minutes of February 17, 2020. Motion carried. Vote 5-0

III. 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.

Motion Varda/Haag to move agenda item number 5 before agenda item number 4. Motion carried. Vote 5-0

V. DISCUSSION/ACTION RE: MEET WITH LEGAL COUNSEL, JOHN GERLACH, FOR UPDATE AND POSSIBLE FUTURE ACTION REGARDING 6389 RIMMEL COURT

Motion Varda/Kruchten to have Attorney John Gerlach draft a letter, with review by the town chair, to Michael Vollrath Schumacher stating the zoning offense, fine with the option to voluntarily pay by a set date in order to waive court proceedings or the town may take to small claims court. Motion carried. Vote 5-0

IV. DISCUSSION/ACTION RE: 2019 AUDIT

Tara Bast presented the 2019 audit. Discussion only

VI. PATROLMAN REPORT, IF NECESSARY

Switched tires on 2012 Dodge truck; removed the wing on one vehicle; started patching the potholes; discussion of studded tires and protocol for plowing snow

VII. DISCUSSION/ACTION RE: CYCLE ROAD EVENT PERMIT FOR FRIENDS OF BLUE MOUNDS STATE PARK ON JUNE 20, 2020

Motion Haag/Kruchten to approve the Cycle Road Event Permit for Friends of Blue Mounds State Park. Motion carried. Vote 5-0

VIII. BUDGETARY MATTERS

A. Discussion/action re: Payment of bills

Motion Varda/Kruchten to approve the payment of bills. Motion carried. Vote 5-0
Check numbers 17347-17389

B. Discussion/action re: Rears tires for John Deere Tractor

Motion Kruchten/Statz to purchase the tires from McFarlanes for \$1,904.40. Motion carried.
Vote 5-0

IX. COMMITTEE REPORTS/CORRESPONDENCE/COMMUNICATIONS

*Cross Plains Fire District: 119 total incident calls in 2019 with 23 of the calls in Berry; the district has 36 firefighters; looking at a new weight training room and phone system possibly funded with grants; the village has not approved a volunteer ordinance

*Black Earth Fire District: Pancake breakfast is scheduled for April 19; Dan Mahotka is the new chief and Mitch Hodgson is first assistant chief; discussion is continuing about merging with the Village of Mazomanie

*District 1 EMS: Adding front liquid suspension to the ambulance for \$6,500

*Parks Committee: Rental of the town hall for the prescribed fire basic training class is cancelled

*Highway Commissioner: Request from Duane Haag for pre-trip and post-trip vehicle inspection forms

X. DISCUSSION OF FUTURE AGENDA ITEMS

Postponing further town hall rentals

XI. ADJOURN

Motion Varda/Kruchten to adjourn until the next regular meeting or the call of the chair. Motion carried. Vote 5-0.

Brenda Kahl, Clerk/Treasurer

Anthony Varda, Chair

Agenda Item: 2020 Road projects

April 2020

Income:

2020 Road Construction Budget 230,000.00

Expenses:

Scherbel Road loan - August payment	94,396.00	
Crackfilling	15,000.00	Set budget
Scherbel Road hill by Festge Park - pavement repair	9,050.00	Estimate
Turkey Road		
Engineering	130.90	Paid
Reconstruction	0.00	Loan ?
Shouldering - various roads - includes grader cost and rock	10,000.00	Set budget
Scherbel Road - South of Brockman Road		
South of Brockman Road - ditch and undercut/replace roadway	5,800.00	Estimate
Spring Valley Road intersection - ditch and shoulder repair	1,200.00	Estimate
Spring Valley Road		
East of address 9486 - ditching	4,000.00	Estimate
East of address 9486 - add tile in bottom of ditch	3,300.00	Estimate
Spring Valley Road - replace 4 culverts		
Culverts	5,486.00	Estimate
Contractors cost	9,200.00	Estimate
Schuman Road		
North of address 7592 - ditching	7,500.00	Estimate
East of address 5628 - ditching	2,000.00	Estimate
Between addresses 5486-5496 - clean ditch	750.00	Estimate
Address 5428 - clean ditch	1,500.00	Estimate
Otto Kerl Road - clean ditch	4,800.00	Estimate
Hering Road - undercut/replace 150' section and repair intersection	7,500.00	Estimate
Holler Drive - ditch and restore roadway and rock	8,200.00	Estimate
Martinsville Road - clean ditch	5,600.00	Estimate
Total	<u>195,412.90</u>	

Balance:

34,587.10

Boehnen, Inc.

1705 Bourbon Road
Cross Plains, WI 53528
Tel 608/798-3441 Fax 608/798-3440

Estimate

DATE: April 13, 2020

SUBMITTED TO:	
Town of Berry 9046 State Road 19 Mazomanie, WI 53560	Phone: 608-767-4152 Email: twnberry@chorus.net Project: Road Repair
Machine Time & Materials:	
Scherbel Rd (South of Brockman Rd)	
• Undercut & replace a 100' section of roadway	
• Clean west ditch from Table Bluff Rd to Brockman Rd.	
..... \$5,800.00	
Scherbel Rd (Spring Valley Intersection)	
• Ditch & shoulder Repair	
..... \$1,200.00	
Spring Valley Rd (East of address 9486)	
• 600' ditching on North side of roadway	
..... \$4,000.00	
• Option: 300' of 6" tile installed in bottom of ditch w/ stone backfill	
..... \$3,300.00	
Spring Valley Rd (between address 9504 & 9375)	
• Replace 3 (24" road culverts)	
..... \$2,300.00 each	
Spring Valley Rd (East of 8751 driveway)	
• Replace 30" road culvert	
..... \$2,300.00	
Schuman Rd (North of 5792 driveway)	
• 400' ditching on West side of roadway	
..... \$7,500.00	

Schuman Rd (East of 5628 driveway)

- 500' of ditching on north side of roadway \$2,000.00

Schuman Rd (between 5486-5496)

- Clean 200' ditch on east side of roadway \$750.00

Schuman Rd (5428)

- Clean 500' of ditch on north side of roadway \$1,500.00

Otto Kerl Rd (from 5700 to Enchanted Valley)

- Clean 1500' of ditch on both sides of roadway \$4,800.00

Hering Rd

- Repair southside of intersection w/ Scherbel Rd
- Undercut & replace a 150' section of roadway \$7,500.00

Holler Drive (9129 Far View)

- Ditching on both sides of road & restore roadway back to 21' width adding 8" of Crushed Rock 500' long \$8,200.00

Martinsville Rd (from Indian Trail to 8014)

- Clean 1800' of ditch on both sides of road \$5,600.00

Scheele Rd & Township Rds

- Shouldering w/ Grader \$115.00 per Hour

NOTE: Materials to be billed for actual amounts trucked in.

This estimate is for completing the job as described above. It is based on our evaluation and does not include material price increases or additional labor and materials which may be required should unforeseen problems or adverse weather conditions arise after the work has started

Estimated
by:


Cody Lochner

FW: scherbel**From :** James Bongard <jbongard@msa-ps.com>

Mon, Apr 13, 2020 10:36 AM

Subject : FW: scherbel

📎 4 attachments

To : arv@dewittross.com**Cc :** twnberry@chorus.net, Terri Meyerhofer
<tmeyerhofer@msa-ps.com>, Joe DeYoung
<Jdeyoung@msa-ps.com>

Hi Tony,

Odie had called requesting costs for budgeting the Scherbel Road work. Included is the asphalt mobilization and patch. At the onsite meeting on the 19th of October, it was mentioned that the patch may be able to be done in conjunction with another Town paving project. Scheduling of any work that Clemens completes should be done just prior to the paving so that the roadway surface is open for a limited time. Please let us know if you have any questions or concerns.

Thank you,
James Bongard

**James Bongard** | Senior Engineering Technician

MSA Professional Services, Inc.

100% Employee Owned

+1 (608) 242-6644

**From:** Michael Udelhofen <mike.clemensexcavating@yahoo.com>**Sent:** Monday, April 13, 2020 10:21 AM**To:** James Bongard <jbongard@msa-ps.com>**Subject:** scherbel

hi, approx cost as follows

1 stone curb (cattell) \$750.00

12'x30'x4" patch (tri county) \$3500.00

saw, excavate, 40' underdrain, 2' rock/fabric (clemens) \$ 4,800.00

total est \$9,050.00 (best guess)

hopefully things heal and we can get by with patching only ??

Michael Udelhofen

4-14-20

Agenda Item #6, Re-confirming Open Book and Board of Review dates

See below email from Accurate Appraisal. Do we keep the current dates of May 11 and June 4 or revise the dates? If we push Board of Review to a later date we will still need to hold a Board of Review meeting between April 27 and June 10 to adjourn Board of Review to a later date, unless legislature revises this requirement.

I am reaching out due to the COVID-19 crisis and the Safer at home order that is currently in effect until April 24th. Unfortunately your fieldwork was scheduled to take place within this time period.

The Safer at home order restricts us from knocking on doors or entering any homes (which let's be honest, we wouldn't want to at this time anyway), this does limit us, however we did want to give you an option in case you prefer your Open Book and Board of Review dates not to change. We have reached out to the Department of Revenue but have received very little guidance other than that deadlines still stand and to get creative, so that is what we want to offer you.

Our assessors could verify all the exterior data that they can from their vehicles. We could then utilize any phone numbers that are currently available via the building permits to call property owners to verify completion and data, we could also utilize any phone number that you may have available and your building inspector if willing. We realize this is not ideal verification and if you rather we can push the fieldwork back, which would in turn push back open book and board dates.

If the safer at home order stays into effect only until April 24th, we could complete your regular fieldwork the week of May 18th, this would generate Open Book to be the week of June 15th and Board the week of July 8th. If the Safer at home order last longer we may of course have to revisit.

If you have any other suggestions on how you would like to proceed, please let us know as we would be happy to work with you on them.

We appreciate your understating in these unpredictable times and are sorry for any inconvenience

Thanks,

Laura Bates
Accurate Appraisal, LLC

103.1 Appoint Alternate Members for Board of Review Ordinance

- I Purpose
- II Adoption
- III Appointments
- IV Effective date

SECTION I – PURPOSE

Whereas, Wisconsin Statute 70.47(6m)(c) authorizes the appointment of alternate members to serve on the board of review when standing members are removed from individual cases;

SECTION II - ADOPTION

Pursuant to Wisconsin Statutes 70.47(6m) (c) and 70.46(1) the town board hereby provides for appointment of alternates to serve on the town board of review in the event a standing board member of the board of review is removed or unable to serve for any reason.

SECTION III - APPOINTMENTS

The following electors of the Town of Berry are hereby named as alternates in the order indicated to serve as an alternate board of review members:

Alternate 1: Joe Kruchten

Alternate 2: Robert Agee

SECTION IV - EFFECTIVE DATE

The appointments made in this ordinance are for the year 2020 Board of Review proceedings and shall take effect and be in force from and after the day after passage and publication as required by law.

Dated this 20th day of April, 2020

Attest: _____ Anthony Varda, Chairperson
 Brenda Kahl, Clerk/Treasurer

Posted: _____ David Evert, Supervisor
 _____ Michael Statz, Supervisor
 _____ Joe Kruchten, Supervisor
 _____ Duane Haag, Supervisor

4-14-20

Agenda Item #8, Future town hall rentals

This is on the agenda for discussion and to set a policy during the Safer at Home Order.

The hall is scheduled to be rented on May 2 and May 30 and a couple days in early June.

4-14-20

Agenda Item #9, Awarding proposal for maintenance of the hall/garage grounds
and Sunning Hill Cemetery

Received the attached bids from Jeff Dresen

Town of Berry Bid Form

The following items shall be maintained on the grounds surrounding the town hall, garage and salt shed.

1. The following services are to be provided for the price of \$55.⁰⁰ per mowing
 - Mow weekly as needed
 - Trim grass
 - Clear sidewalk, shelter and parking areas of grass clippings
2. Pruning shrubs as needed (approximately twice a year) for a rate of \$25.⁰⁰ per pruning.
3. Pulling and/or spraying round-up to control weeds in washed stone beds around town hall at the rate of \$25.⁰⁰ per application. Prior approval needed before spraying
4. Mowing 5 foot path around park & pond approximately every other mowing for the price of \$5.⁰⁰ per mowing
5. Mowing athletic field for the price of \$30.⁰⁰ per mowing

The contractor is responsible to furnish all equipment, materials and labor. The contractor must carry liability insurance (submit a copy along with your bid) and be certified to apply pesticides. Town personnel are to be consulted if there are any questions. Bids must be received by April 3, 2020 along with three references, mailed to Town of Berry, 9046 State Road 19, Mazomanie, WI 53560.

Name: JEFF DRESCH

Address: 7946 Cty K

Cross Plains, WI 53528

Contact Phone Number: 577-7005

Town of Springfield 849-7887
Gundersen Funeral Home 221-5420
St Martins Church 798-2093

Town of Berry Bid Form
Contract for maintaining the grounds of Sunnyhill Cemetery

The following services are to be provided for the price of \$80.00 per mowing

- Mow the cemetery
- Mow the roadway from Old Settlers Road to the cemetery
- Trim tree branches as needed
- Treat weeds around stumps
- Trim around tombstones, but do not trim flowers, bushes, etc around tombstones planted by family members

The cemetery must be maintained prior to Memorial Day for memorial services.

The cemetery is mowed approximately 10 times per year.

The contractor is responsible to furnish all equipment, materials and labor. The contractor must carry liability insurance (submit a copy along with your bid) and be certified to apply pesticides. Town personnel are to be consulted if there are any questions. Bids must be received by April 3, 2020 along with three references, mailed to Town of Berry, 9046 State Road 19, Mazomanie, WI 53560.

Name: Jeff Dnesen

Address: 7946 Ct x K

Cross Plains, wis 53528

Contact Phone Number: 577-7005

4/14/2020

List of bills to be approved at the April 20, 2020 board meeting

Date	Check #	Payee	Amount
3/17/2020	17390	Brenda Kahl	1157.65
3/17/2020	17391	Orlin Danz	1177.04
3/17/2020	17392	Tyler Danz - part-time highway employee	584.84
3/31/2020	17393	Brenda Kahl	1157.65
3/31/2020	17394	Orlin Danz	1177.04
3/31/2020	17395	Tyler Danz - part-time highway employee	524.77
4/14/2020	17396	Brenda Kahl	1157.65
4/14/2020	17397	Orlin Danz	1177.04
4/14/2020	17398	Tyler Danz - part-time highway employee	231.91
4/20/2020	17399	Alliant Energy	219.58
4/20/2020	17400	Anthony Varda - base pay and meetings	1006.61
4/20/2020	17401	Boehnen Inc - crushed rock and recycled blacktop	1044.74
4/20/2020	17402	Brenda Kahl - mileage and supplies	175.58
4/20/2020	17403	Christine Molling - Plan Commission meetings	73.88
4/20/2020	17404	Cross Plains-Berry EMS - payment 1 of 2	12607.96
4/20/2020	17405	Dane County Towns Association - dues	2105.00
4/20/2020	17406	Dane County Treasurer - personal property on leased land taxes	113.68
4/20/2020	17407	Decker Supply - road markers	182.00
4/20/2020	17408	Detroit Salt Company - salt	3284.34
4/20/2020	17409	District 1 EMS - payment 2 of 4	1188.95
4/20/2020	17410	General Engineering - building permits and zoning	1956.75
4/20/2020	17411	GFC Leasing - copier lease	190.31
4/20/2020	17412	Gordon Flesch - fee for copies per month	45.45
4/20/2020	17413	Group Health Coop - medical and dental insurance	4638.00
4/20/2020	17414	Joe Kruchten - base pay and meetings	600.27
4/20/2020	17415	Kayser Chrysler - 2012 truck repair	159.70
4/20/2020	17416	Larowe Gerlach and Taggart - legal fees for Rimmel Ct zoning	412.50
4/20/2020	17417	McFarlane - supplies, mower blades, switched vehicle tires	1040.15
4/20/2020	17418	Michael Statz - base pay and meetings	600.27
4/20/2020	17419	Michael Theis - Plan Commission meetings	73.88
4/20/2020	17420	Mikes Helping Hands - table pexiglass shields	358.20
4/20/2020	17421	News Publishing - election notices	27.20
4/20/2020	17422	Northwestern Stone - crushed rock	440.54
4/20/2020	17423	Robert Agee - Plan Commission meetings	73.88
4/20/2020	17424	State Bank of Cross Plains - postage, supplies and tools	873.55
4/20/2020	17425	Steel Surgeon - tractor blade, etc	786.49
4/20/2020	17426	TDS Telecom	195.50
4/20/2020	17427	Tom Breunig - fee for storing tractor mower	75.00
4/20/2020	17428	Town & Country Sanitation - garbage & recycling	5904.40
4/20/2020	17429	US Cellular - patrolman's cell phone	54.82
4/20/2020	17430	Wolf Paving - cold mix	1464.44

Additional bills will be handed out at the meeting

4-14-20

Agenda Item #11 (B), Election Inspector hourly wage, retroactive to April 7, 2020
Election

As you all heard, for the April 7 Election all, but one, of the scheduled election inspectors decided not to work due to the Coronavirus because of either their age or health, which is understandable.

I am very proud of the people who decided to work on election day. Not only did they do it last minute, but also risked being susceptible to the virus.

With this being said and after discussing it with Tony, we are proposing that they receive \$12.50/hour, instead of the current \$8/hour.

This recommendation will need board approval.