Town of Berry Board Meeting
November 18, 2024, 7:00 p.m., at the Town Hall, 9046 State Road 19, Mazomanie, WI 53560
Agenda

1. Call to order
2. Confirmation of Compliance with Open Meetings Law
3. Approve minutes of October 3 and 21, 2024
4. 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.
5. Patrolman Report
6. Discussion/action re:
   A. (R-2021-14) Philip & Julie Richards, 8502 State Road 19, rezone of 0.53 acres from RH-3 and A-1Ex to SFR and approval of final certified survey map
   B. (D-2024-8) Carl & Donna Ketelboeter, County Road KP, driveway permit application
   C. (D-2021-11) Geoff & Stacey Eslinger, 5774 Enchanted Valley Road, final driveway approval
7. Discussion/action re: 2025 Road Projects
8. Discussion/action re: Revise Administrative Fees Policy 113.4, Section V – Dog Licenses
9. Discussion/action re: Adopting the 2025 Budget
10. Budgetary Matters
    A. Discussion/action re: Payment of bills
11. Discussion/action re: Committee reports/Correspondence/Communications
    A. Fire Districts
    B. EMS Districts
    C. Other
12. Discussion of future agenda items
13. 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 twnberry@chorus.net
Posted: 11/12/24 Brenda Kahl, Clerk/Treasurer

TITLE: Town of Berry Special Board Meeting Minutes
DATE: October 3, 2024
TIME: 7:00 – 7:51 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: Duane Haag, Michael Statz, Derek Statz and Nichole Schwoerer. David Evert was late. Also present Clerk, Brenda Kahl.

II. CONFIRMATION OF COMPLIANCE WITH OPEN MEETING LAWS
The Clerk confirmed that the agenda was posted at the town hall and on the town website.

III. DISCUSSION/ACTION RE: PLANNING AND ADOPTING THE 2025 BUDGET
Motion D Statz/Schwoerer to approve a $2.50 hourly raise for Brenda Kahl, which comes to $30.00 per hour. Motion carried. Vote 4-0

The board amended the General Administration budget line to $110,082

David Evert is present.

IV. ADJOURN
Motion Evert/Haag to adjourn until the next regular meeting or the call of the chair. Motion carried. Vote 5-0.

Brenda Kahl, Clerk/Treasurer

Duane Haag, Chair

TITLE: Town of Berry Town Board Meeting Minutes
DATE: October 21, 2024
TIME: 7:00 – 8:07 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: Duane Haag, David Evert, Michael Statz, Nichole Schwoerer and Derek Statz Attorney Mark Hazelbaker attended the meeting. Also present Clerk, Brenda Kahl.

II. CONFIRMATION OF COMPLIANCE WITH OPEN MEETING LAWS
The Clerk confirmed that the agenda was posted at the town hall and on the town website.

III. APPROVE MINUTES OF SEPTEMBER 16, 2024
Motion D Statz/Evert to approve the minutes of September 16, 2024. Motion carried. Vote 5-0

IV. 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.

V. PATROLMAN REPORT
Martinsville Road is paved and shouldered. Working on cold patching. Will be doing the final grass cutting, which takes around two weeks.

VI. DISCUSSION/ACTION RE: CYCLE ROAD EVENT PERMIT FOR MADISON MOTORCYCLE CLUB ON OCTOBER 26, 2024
Motion Haag/Evert to approve the cycle road event permit for the Madison Motorcycle Club. Motion carried. Vote 5-0

VII. DISCUSSION/ACTION RE: CYCLE ROAD EVENT PERMIT FOR HORRIBLY HILL HUNDREDS ON JUNE 14, 2025
Motion Haag/M Statz to decline the cycle road event permit for Horribly Hill Hundreds. Motion carried. Vote 5-0

VIII. DISCUSSION/ACTION RE: 2025 BUDGET
Motion Haag/M Statz to approve the proposed 2025 budget. Motion carried. Vote 5-0

IX. DISCUSSION/ACTION RE: RESOLUTION OF TOWN BOARD PROPOSING TO EXCEED LEVY LIMIT VIA SPECIAL TOWN ELECTOR MEETING
Motion Haag/M Statz to approve Resolution 2024-2, Town Board Proposing to Exceed Levy Limit via Special Town Elector Meeting. Motion carried. Vote 5-0

X. BUDGETARY MATTERS
A. Discussion/action re: Payment of bills

Motion Haag/Evert to approve the payment of bills. Motion carried. Vote 5-0. Check numbers 19443-19476 & 19478-19482. Check number 19477 was voided.

XI. COMMITTEE REPORTS/CORRESPONDENCE/COMMUNICATIONS
*Cross Plains Fire District: Approved the budget with a 1% increase.
*District 1 EMS: Village and Town of Arena are not interested in merging.
*WTA Convention: There were four towns in northern Wisconsin that failed complying so they combined the four towns. Each town has an ambulance but staffing two of the locations with paramedics. The call times were averaging 50 minutes per call. There are some municipalities where the county is taking over the services.

XII. CLOSED SESSION: The Board may meet in closed session, pursuant to Wisconsin Statute 19.85(1)(g). Conferring with legal counsel for the governmental body who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation in which it is or is likely to become involved.
Motion Haag/Schwoerer to go into closed session at 7:39 p.m pursuant to Wisconsin Statute 19.85(1)(g). Roll call vote: Schwoerer-aye, M Statz-aye, Haag-aye, D Statz -aye, Evert-aye. Motion carried. Vote 5-0

XIII: RECONVENE INTO OPEN SESSION PER WISCONSIN STATUTE 19.85(2)
Motion Haag/Schwoerer to reconvene into open session at 7:57 p.m. Roll call vote: Schwoerer-aye, M Statz-aye, Haag-aye, D Statz -aye, Evert-aye. Motion carried. Vote 5-0

Motion D Statz/Schwoerer to issue a repair order for 180 days and if the property owner does not respond within the 180 days then the Town will move forward with the raise order. Motion carried. Vote 3-1. In favor: Schwoerer, D Statz and Haag. Opposed: M Statz. Evert abstained.

XIV: DISCUSSION OF FUTURE AGENDA ITEMS
*Submit a resolution to the legislature about protecting towns from the county purchasing land for parks

XV. ADJOURN
Motion Evert/M Statz to adjourn until the next regular meeting or the call of the chair. Motion carried. Vote 5-0

Brenda Kahl, Clerk/Treasurer

Duane Haag, Chair

ZONING CHANGE APPLICATION

PERMIT #:	2024-14
Permit Fee: $_____	Fee Paid: ☐
Approved By:	
Approval Date:	/ /

TOWN OF BERRY • 9046 STATE ROAD 19 • MAZOMANIE, WI 53560
PHONE (608) 767-4152 • FAX (608) 767-3015 • www.townofberry.org

Items that must be submitted with your application:

- **Written Legal Description of the Proposed Zoning Boundaries**
  Legal description of the land that is proposed to be changed. The description may be a lot in a plat, Certified Survey map, or an exact metes and bounds description. A separate legal description is required for each zoning district proposed. The description shall include the area in acres or square feet.

- **Scaled Drawing of the Location of the Proposed Zoning Boundaries**
  The drawing shall include the existing and proposed zoning boundaries of the property. All existing buildings shall be shown on the drawing. The drawing shall include the area in acres or square feet.

OWNER	AGENT (Contractor, Coordinator, Other)
NAME Philip & Julie Richards	CONTACT NAME Noa Prieve
BUSINESS NAME or CO-OWNER'S NAME (if applicable)	BUSINESS NAME (if applicable) Williamson Surveying and Associates
MAILING ADDRESS 8502 State Highway 19	MAILING ADDRESS 104A West Main Street
CITY, STATE, ZIP Cross Plains, WI 53528	CITY, STATE, ZIP Waunakee, WI 53597
DAYTIME PHONE # 608-220-3296	DAYTIME PHONE # 608-255-5705
EMAIL richfarm@chorus.net	EMAIL noa@williamsonsurveying.com

LAND INFORMATION

Town: Berry
Parcel Numbers Affected: 0807-121-8100-1, 0807-034-9850-4
Section: 3
Property Address or Location: 8502 S.T.H. 19
Zoning District Change (To / From / # of acres) RH-3 to SFR (8,115 sq.ft.) A1-EX to SFR (1,191 sq.ft.) RH-3 to AE (1,191 sq.ft.) + existing lands
Soils classification of area (percentages) Class I Soils: _____ % Class II Soils: _____ % Other: _____ %

Narrative: (reason for change, intended land use, size of farm, time schedule)

☐ Separation of buildings from farmland
☐ Compliance for existing structures and/or land uses
☐ Creation of a residential lot
☒ Other

Lot line adjustment survey to make more room on existing parcel

I authorize that I am the owner or have permission to act on behalf of the owner of the property.

Signature: Noa Prieve Signer ID: S38XKK8J13... Date: 10/14/2024

TOWN OF BERRY JURISDICTION REVIEW FORM

COMPLETE THIS FORM BEFORE STARTING THE ZONING APPLICATION

If your property is subject to Dane County's jurisdiction, the Town cannot grant your zoning change without Dane County's approval. If the answer to any of the Jurisdictional Questions is "Yes", the Town cannot proceed with your application unless Dane County indicates that the County does not have jurisdiction over zoning the parcel.

Applicant/Agent/Contractor: Williamson Surveying Email: noa@williamsonsurveying.com

Address: 104 A West Main City/State/Zip: Waunakee, WI 53597 Phone: (608) 255-5705

Parcel ID Number(s): 0807-101-8100-1 + 0807-034-9850-4

CSM or Plat Information, if any: lot 2 CSM 7403

Proposed activity on the property: Lot line adjustment

Is the property enrolled in CRP or any other farm programs? ☑ No ☐ Yes

If "Yes" is checked, identify the program and file identification number(s): _____

JURISDICTIONAL QUESTIONS

1. Is your proposed project located within 1,000 feet of the ordinary high-water mark of a navigable lake, pond or flowage?
   ☑ No ☐ Yes
2. Is your proposed project located within 300 feet of the ordinary high-water mark of a navigable river, stream or creek?
   ☑ No ☐ Yes
3. Is your proposed project located within a floodplain? ☑ No ☐ Yes
4. Is your proposed project located within a wetland? ☑ No ☐ Yes
5. Will your project involve disturbing more than 4,000 square feet of land by excavating, grading or filling?
   ☑ No ☐ Yes (If Yes, you may need a Dane County erosion control and/or stormwater permit)
6. Do the maps showing wetlands, floodplains and shorelands at https://dcimapapps.countyofdane.com/lwrviewer/ indicate that there are any floodplain, wetland or shoreland areas on your property or an adjacent parcel?
   ☑ No ☐ Yes

STATEMENT OF APPLICANT

The answers above were made after reviewing the facts pertaining to my property. I am aware that if my proposed project is located within a floodplain, shoreland or wetland area, the project must be reviewed by Dane County. Any approvals obtained in error will be void, and all expenses incurred in seeking those approvals will be lost.

Dated: 10-14-2024 By: Noa Prieve

If the answer to any jurisdictional question is "Yes," the applicant must submit this request to the Dane County Department of Planning and Development for a determination of whether the project is subject to Dane County Jurisdiction.

DETERMINATION BY DANE COUNTY

The undersigned, acting by authority of Dane County, indicates that the parcel identified in this Jurisdictional Review Form is not subject to shoreland, floodplain or wetland zoning regulations of Dane County.

Dated: _____ By: _____

General Engineering Company
P.O. Box 340
916 Silver Lake Drive
Portage, WI 53901

608-742-2169 (Office)
608-742-2592 (Fax)
gec@generalengineering.net
www.generalengineering.net

Engineers • Consultants • Inspectors

ZONING ADMINISTRATOR REVIEW REPORT

TO: Town of Berry Plan Commission, Town Board, Town Clerk/Treasurer

FROM: Kory D. Anderson, P.E., Town of Berry Zoning Administrator
Mitchell Bortz, Town of Berry Assistant Zoning Administrator

DATE: (for) November 4, 2024 Plan Commission Meeting

SUBJECT: Zoning Change/CSM for Richards
Tax Parcels 0807-101-8100-1, 0807-034-9850-4, 0807-034-9785-4

GEC NO.: 2-0124-36M

Background Information

Owner / Applicant: Phillip & Julie Richards
8502 State Highway 19
Cross Plains, WI 53528

Agent or Surveyor: Williamson Surveying and Associates
104A W Main Street
Waunakee, WI 53597

Location: 8502 State Highway 19
In part of the NE ¼ of the NE ¼ of Section 10 and in part of the SE ¼, of the SE ¼, of section 3, all in T8N, R7E, Town of Berry, Dane County, WI.

Request: Zoning Change/CSM Approval

Existing Zoning:

Tax Parcel 0807-101-8100-1 – (Richards)	R-3	0.81 Acres
Tax Parcel 0807-034-9850-4 – (Wagner)	RH-3	8.20 Acres
Tax Parcel 0807-034-9785-4 – (Upper)	A-1(EX)	2.35 Acres
	Total	11.36 Acres

Existing Land Use: On tax parcel 0807-101-8100-1 there is a home that is a legal, non-conforming old schoolhouse located on the eastern side of the property. There is a natural/ dirt driveway that the home is accessible from on the far western portion of the property along State Highway 19. On tax parcel 0807-034-9850-4 there is a home that is connected to a very long, looping driveway that is accessible from Weatherwood Road. There is also an accessory structure on the property located along the driveway leading to the house. This property has very sloping terrain. Tax parcel 0807-034-9785-4 appears to be a remnant of a strip of land that was divided at some point in the past as there are no structures of any kind on the property. It does not appear to be accessible from any roadway. There are no floodplains, wetlands, or streams associated with any of the three properties.

Adjacent Land Uses: North: Agricultural, Residential
West: Agricultural, Residential
East: Agricultural
South: Agricultural, State Road 19

Proposal

Zoning Change:	Proposed CSM Lot 1 – Richards	SFR	1.00 Acres
	Proposed CSM Lot 2 – Wagner	AG	8.01 Acres
	Remnant Parcel – Upper	EA or remain A-1(EX)	2.32 Acres
	Richards to Upper	AG	0.03 Acres
		Total	11.36 Acres

Applicant submitted information for a zoning change of a lot line adjustment for portions of Tax Parcels 0807-101-8100-1, 0807-034-9850-4, 0807-034-9785-4 and 0807-101-8000-2 from zoning R-3 Residential, RH-3 Residential and A-1(EX) (Legacy) Exclusive Agriculture District to SFR Single Family Residential for proposed CSM Lot 1 – Richards in the newer zoning ordinance. Proposed CSM Lot 2 – Wagner and Proposed CSM Lot 3 – Upper to rezone to the AG Agricultural District in the newer zoning ordinance. The Remnant parcel – Upper to rezone to the EA Exclusive Agricultural District or remain A-1(EX). A recorded CSM will follow the rezone to solidify the boundary of the rezoned areas.

Submittals/Attachments

1. Zoning Change Application, received October 15, 2024.
2. Jurisdictional Review Form, received October 15, 2024.
3. Preliminary CSM from Williamson Surveying and Associates, received October 15, 2024.

GEC reviewed the attachments and the information submitted by the applicant/agent and has the following comments outlined below:

Comprehensive Plan

The planned land use for these parcels are Agricultural and Rural Lands Preservation Area with soil and building limitations. I'll always defer to the Town on the history of a property meeting the density requirements and the Agricultural and Rural Lands Preservation Area policy in the Town's Comp Plan. It does not appear there is extraterritorial review of the CSM by another municipality.

Town Ordinances

1. **General**
   The parcel owners have agreed to a lot line adjustment/ land division to make more room for tax parcel 0807-101-8100-1 on these three different properties. The CSM for Richards will be gaining 9,306 square feet in total. 8,115 square feet of land will come from the Wagner property. The Upper property is essentially trading/swapping 1,191 square feet of land with Richards to better shape the lot lines. There are no planned improvements to the three properties that we are aware of.
2. **Preliminary CSM**
   The preliminary CSM appears correct and meets the Town Land Division Ordinance. The Zoning Change Application and the Certified Survey Map (CSM) do not match in relation to which zoning district is being requested.

Recommendation

GEC recommends that the Plan Commission conditionally approve the proposed zoning change of a portion of Tax Parcels 0807-101-8100-1, 0807-034-9850-4, 0807-034-9785-4 from zoning R-3 Residential, RH-3 Residential and A-1(EX) (Legacy) Exclusive Agriculture District to SFR Single Family Residential for proposed CSM – Richards and proposed CSM – Upper and AG Agricultural District Proposed CSM – Richards in the newer zoning ordinance, contingent on the following:

1. Town Board discuss any concerns with above comments.
2. Any comments or conditions from the Town Attorney shall be addressed.
3. A corrected CSM showing the correct square footage of Lot 1 and Lot 2.

WILLIAMSON SURVEYING & ASSOCIATES, LLC

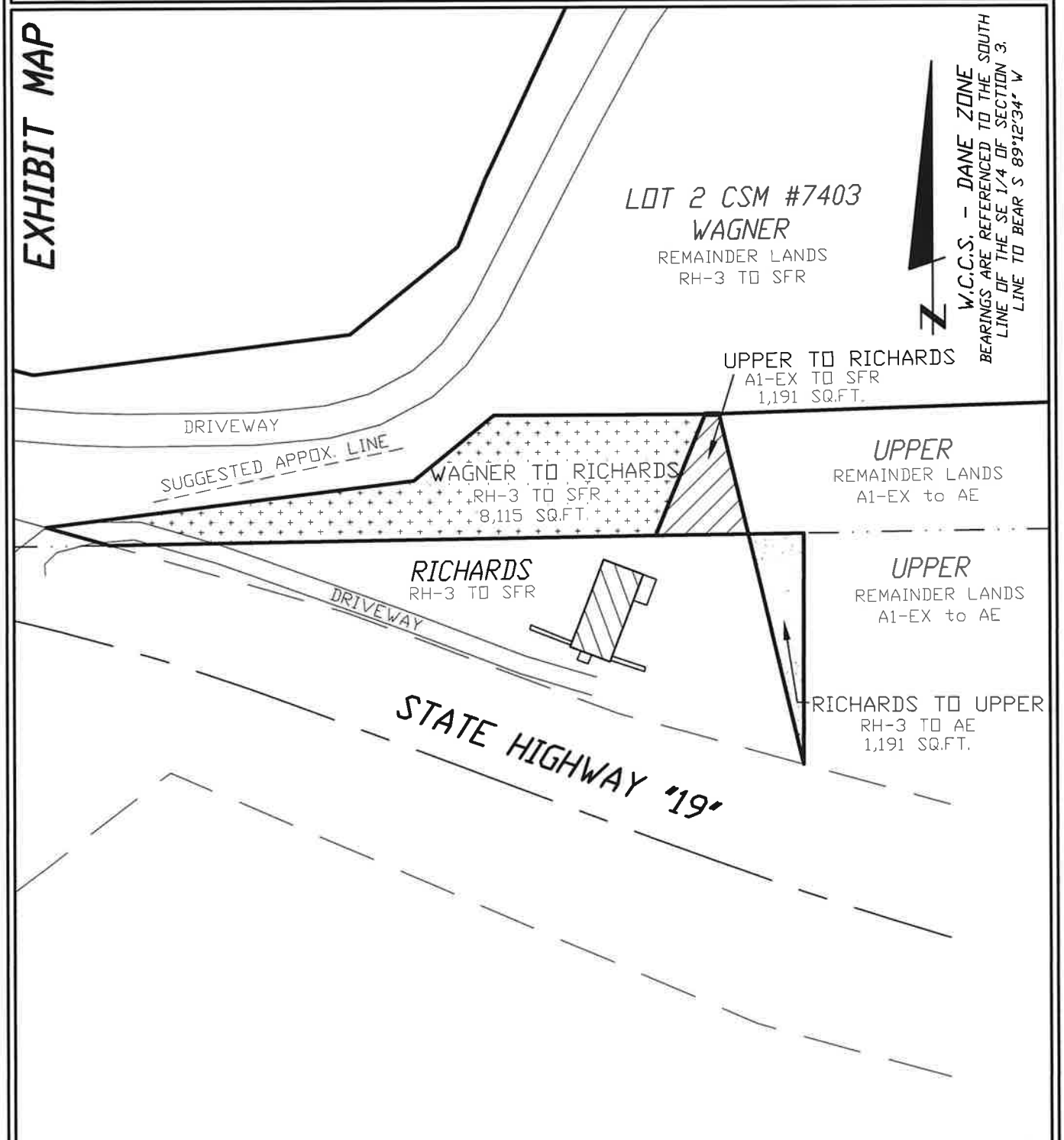
104 A WEST MAIN STREET, WAUNAKEE, WISCONSIN, 53597.

NOA T. PRIEVE // CHRIS W. ADAMS // NEIL F. BORTZ

PROFESSIONAL LAND SURVEYORS

PHONE: 608-255-5705 FAX: 608-849-9760 WEB: WILLIAMSONSURVEYING.COM

EXHIBIT MAP



DATE: 9-25-2024

JOB NO: 24W-301

Town of Berry

2024-8

www.townofberry.org

9046 State Road 19, Mazomanie, WI 53560, 608-767-4152, twnberry@chorus.net

DRIVEWAY CONSTRUCTION PERMIT APPLICATION

Applicant: Name: Carl and Donna Ketelboeter

Street Address: 8697 State Road 19

City, State, Zip: Mazomanie, WI 53560

Phone Number: 608-798-3795 Email: donnaketelboeter@yahoo.com

Specific Site Location / Nearby Roads: 940 ft north of State Road 19, on Cty KP

Parcel #: 0807-033-4023-0

My signature below indicates that:

I have received a copy of the Driveway, Field Road and Right-of-Way Ordinance 301.1 and the Applications Guide, and that

I have attached the information as requested for a driveway permit, and that

I agree to construct the driveway in accordance with the Driveway, Field Road and Right-of-Way Ordinance and to follow any additional requirements as approved by the Town Board, and that

I have paid the application fee of $300.00 to the Town Clerk/Treasurer, and that pd

I hereby give permission to the Town Board and/or their representative which could be the Plan Commission or other inspector authorized by the Town Board to enter the property in order to evaluate the site of the proposed driveway and to verify compliance with and/or to enforce the Driveway, Field Road and Right-of-Way Ordinance.

Applicant Signature: Carl Ketelboeter Date: 10/10/2024

Board decision: Approve_____ Deny_____ Date____/____/____

Culvert required in right-of-way Yes_____ No_____ Size_____

Engineering Plan required? Yes_____ No_____

Additional Requirements? Yes_____ if yes see attached requirements No_____

Driveway construction must begin by Date _____/_____/_____

Driveway Permit expiration Date _____/_____/_____

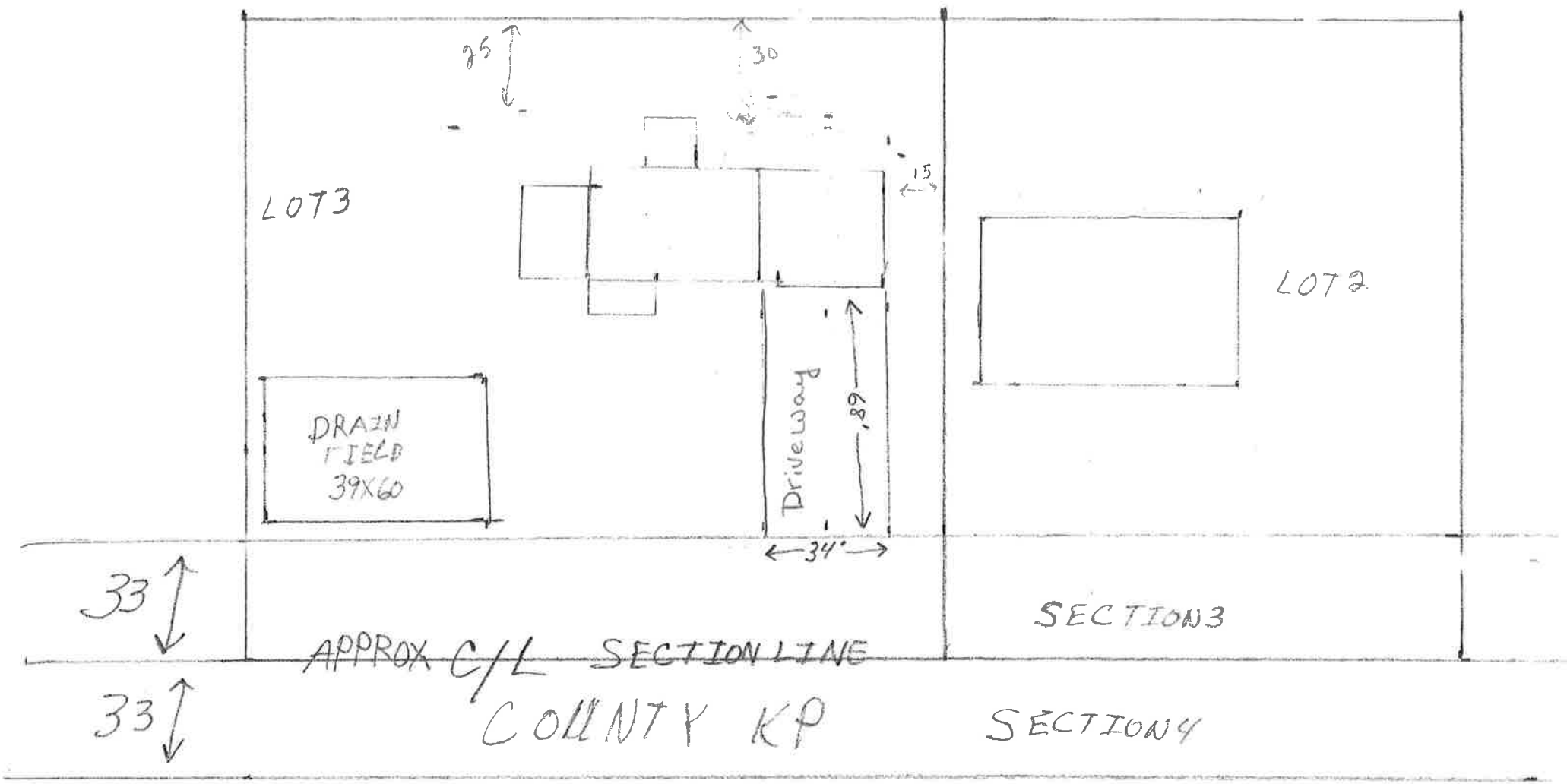
Permit issued by: Chair Signature_____ Date____/____/____

Permit issued by: Clerk Signature_____ Date____/____/____

Permit is not valid unless signed by the Applicant, Town Chair and Town Clerk

Final inspection approval by: Chair Signature_____ Date____/____/____

1" = 40'


35
30
15
LOT 3
LOT 2
DRAIN FIELD 39X60
Driveway
89
34'
33
APPROX C/L SECTION LINE
33
COUNTY RD
SECTION 3
SECTION 4

2021-11

Town of Berry

9046 State Road 19, Mazomanie, WI 53560, 608-767-4152, twnberry@chorus.net

DRIVEWAY CONSTRUCTION PERMIT APPLICATION

Applicant: Name: Geoff & Stacey Eslinger

Street Address: 2902 Church St.

City, State, Zip: Cross Plains, WI 53528

Phone Number: (608) 669-2292 Email: Stacey.eslinger@hotmail.com

Specific Site Location / Nearby Roads: Enchanted Valley Rd - 5774

Parcel #: 004/0807-132-9350-0

My signature below indicates that:

I have received a copy of the Driveway, Field Road and Right-of-Way Ordinance 301.1 and the Applications Guide, and that

I have attached the information as requested for a driveway permit, and that

I agree to construct the driveway in accordance with the Driveway, Field Road and Right-of-Way Ordinance and to follow any additional requirements as approved by the Town Board, and that

I have paid the application fee of $300.00 to the Town Clerk/Treasurer, and that

I hereby give permission to the Town Board and/or their representative which could be the Plan Commission or other inspector authorized by the Town Board to enter the property in order to evaluate the site of the proposed driveway and to verify compliance with and/or to enforce the Driveway, Field Road and Right-of-Way Ordinance.

Applicant Signature: [signature] Date: 4 / 18 / 2021

Board decision: Approve ✓ Deny ____ Date 9 / 20 / 21

Culvert required in right-of-way Yes ✓ No ____ Size 24 x 30

Engineering Plan required? Yes ____ No ✓

Additional Requirements? Yes ____ if yes see attached requirements No ✓

Driveway construction must begin by Date 9 / 20 / 22

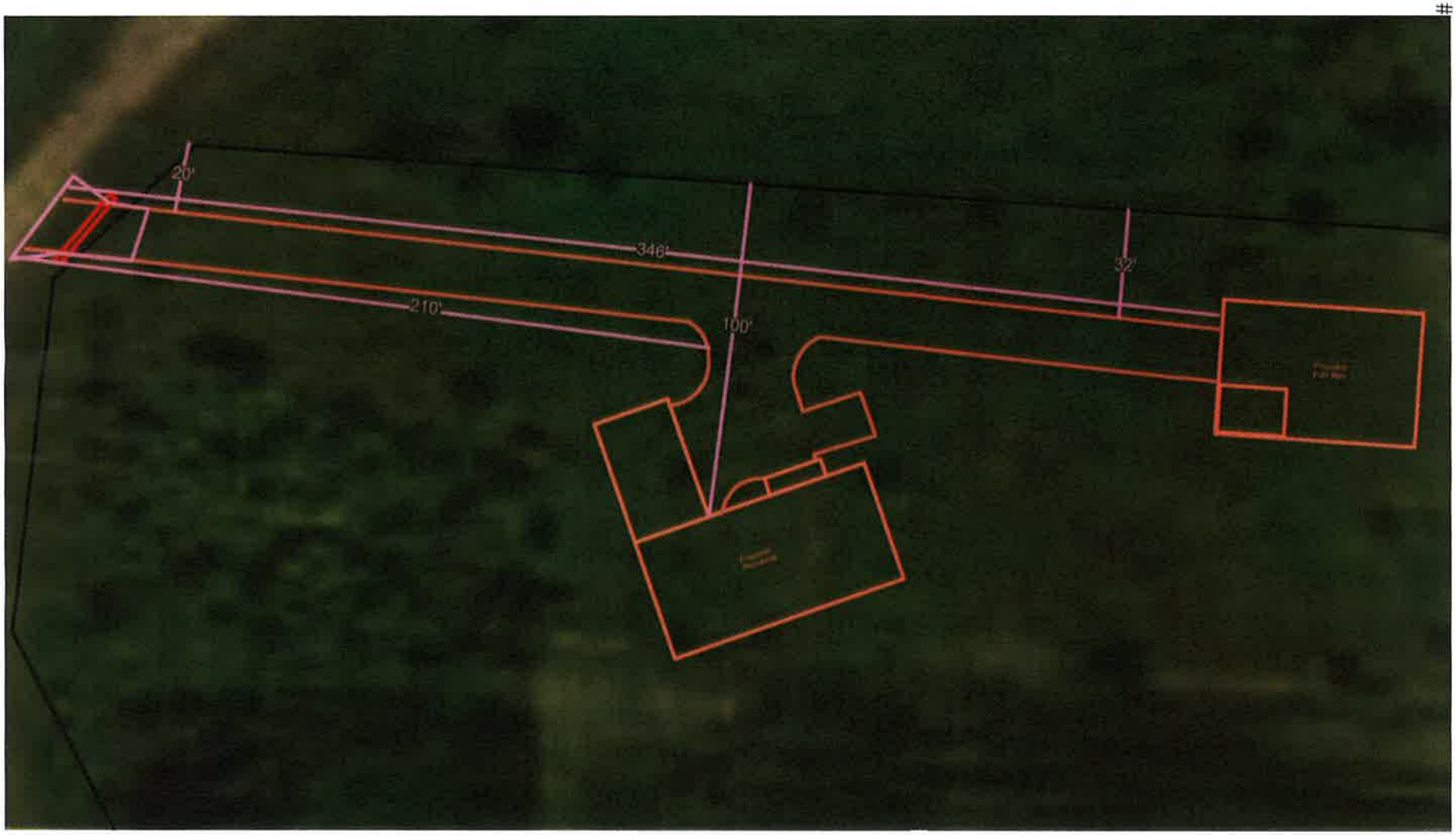
Driveway Permit expiration Date 9 / 20 / 23 extended to 6/20/24

Permit issued by: Chair Signature [signature] Date 9 / 20 / 21

Permit issued by: Clerk Signature Brenda Kahl Date 9 / 20 / 21

Permit is not valid unless signed by the Applicant, Town Chair and Town Clerk

Final inspection approval by: Chair Signature ____ Date ____ / ____ / ____


20'
346'
32'
210'
100'

11-12-24

Agenda Item #7, 2025 Road Projects

This will be discussed after we receive the information from Delmore Consulting who is presenting it at the 6:00 pm meeting.

11-12-24

Agenda Item #8, Revise Administrative Fees Policy 113.4, Section V – Dog Licenses

The County passed an increase in dog tag fees starting with the 2025 licenses. Below is a comparison. The Town receives $3.75 per dog tag.

Current Licenses	
Neutered or Spayed Dog	$17.50
Un-Neutered or Un-Spayed Dog	$22.50
Neutered or Spayed Puppy (5 months old by July 1)	$16.00
Un-Neutered or Un-Spayed Puppy (5 months old by July 1)	$18.50
Multiple Dogs (Kennel) License (includes up to 12 dogs)	$47.00
Additional Tags (for dogs over the 12 included in the Multiple Dog License)	$17.50

2025 Licenses	
Neutered or Spayed Dog	$22.50
Un-Neutered or Un-Spayed Dog	$31.50
Neutered or Spayed Puppy (5 months old by July 1)	$21.00
Un-Neutered or Un-Spayed Puppy (5 months old by July 1)	$27.50
Multiple Dogs (Kennel) License (includes up to 12 dogs)	$58.50
Additional Tags (for dogs over the 12 included in the Multiple Dog License)	$31.50

113.4 Administrative Fees Policy

I Special Meeting of the Town Board
II Driveway, Field Road and Trail Permit Applications
III Zoning Change Applications
IV Liquor Licenses
V Dog Licenses
VI Document Copies and Searches

SECTION I – SPECIAL MEETING OF THE TOWN BOARD

The Town may engage the services of an engineer, attorney, planner or other expert to advise the Town on the merits of a petition or request, and the petitioner shall reimburse the Town for all such expenses incurred. If a special meeting of the Town Board is requested by a petitioner to meet a deadline, the petitioner shall pay a base fee.

	Base Fee
	$250.00

SECTION II – DRIVEWAY, FIELD ROAD AND TRAIL ACCESS PERMIT APPLICATIONS

	Base Fee
Driveway Permit	$300.00
Field Road Access Permit	$25.00
Trail Access Permit – When modifying right-of-way	$25.00
Fee for each subsequent inspection for non-complying driveways when more than 3 inspections are required	$200.00

SECTION III – ZONING CHANGE APPLICATIONS

	Base Fee
Pre Application Concept Review by Plan Commission	No Charge
Pre Application Site Visit *Credited against subsequent petition to amend	$100.00/Nonrefundable*
Petition to amend Zoning Maps in Industrial and Commercial	$800.00
Petition to amend Zoning Maps in All Other Districts	$750.00
Request to Rezone from the Exclusive Agriculture District (EA)	Base Fee plus $100.00
Application involving Shoreland-Wetland or Inland-Wetland Districts	Base Fee plus $125.00
Farmland Preservation Zoning Conversion Fee for Exclusive Agriculture Zoning District (EA) or A-3 (AG)	Base Fee plus $55.00/Acre
Petition to amend Exclusive Ag (EA) to Single Family Residential (SFR) or Agricultural (AG)	$265.00
Conditional Use for primary farm in Exclusive Ag District (EA)	$265.00
Residential Conditional Use	$550.00 plus $36.00 Digital Mapping Maintenance Fee
Communication Tower Conditional Use	$3,200 plus $36.00 Digital Mapping Maintenance Fee
Mineral Extraction Conditional Use	$1,200 plus $36.00 Digital Mapping Maintenance Fee

Variance	$700.00
Appeal to the Board of Adjustments	$700.00
Zoning Certificate under Wisconsin Farmland Preservation Act	$30.00/Each
Administrative Determination of navigability of any Lake, Pond Flowage, River or Stream	$125.00
Administrative Determination of Flood Plain Status	$125.00
Preliminary Density Study	$100.00
General Development Plan (GDP)	$500.00 plus $5.00/Acre
Amend previously approved GDP or for review of Specific SIP	$1,000.00
Rural Planned Unit Development District	$500.00 Initial GDP $500.00 Amendment or SIP
Additional fees to correct application errors or unusual application requests will be assessed to the application based on actual cost for the administrative services	Actual Cost

SECTION IV – LIQUOR LICENSES

	Base Fee
Class B Retailer's Fermented Malt Beverage (beer)	$100.00
Class B Intoxicating Liquor	$200.00
Operator's License	$5.00
Cigarette & Tobacco Products Retail License	$5.00

SECTION V – DOG LICENSES

	Base Fee
Neutered or Spayed Dog	$22.50
Un-Neutered or Un-Spayed Dog	$31.50
Neutered or Spayed Puppy (5 months old by July 1)	$21.00
Un-Neutered or Un-Spayed Puppy (5 months old by July 1)	$27.50
Multiple Dogs (Kennel) License (includes up to 12 dogs)	$58.50
Additional Tags (for dogs over the 12 included in the Multiple Dog License)	$31.50
Delinquent Fee	$5.00

SECTION VI – DOCUMENT COPIES AND SEARCHES

	Base Fee
Hard Copies: 8 ½ x 11, 8 ½ x 14, or 11 x 17	
Per Page (black and white)	$0.19
Per Page (color)	$0.24
Hard Copies: Larger than 11 x 17	Actual Printing Cost
Electronic Copies: DVD or Flash Drive	Actual Cost of Device
Audios	Actual Cost plus Device
Postage	Actual Cost
Research Time	First $50.00 is Free, $20.32/Hour thereafter
Title Searches	$25.00/Parcel Number

Dated this 18th day of November, 2024

Attest: _____
Brenda Kahl, Clerk/Treasurer

_____
Duane Haag, Chairperson

Posted: _____

_____
David Evert, Supervisor

_____
Michael Statz, Supervisor

_____
Nichole Schwoerer, Supervisor

_____
Derek Statz, Supervisor

10/3/2024 ACTIVITY	ACTUAL 2023	ACTUAL 9/23/2024	CURRENT YEAR - 2024 ESTIMATED YEAR END	TOTAL	BUDGETED	BUDGET YEAR - 2025 PROPOSED	ADOPTED	INFO
REVENUES								
							2023-24 mill rate =	2.49
General Property Taxes	532,091	629,061	-	629,061	629,061	939,218	3.68	= mill rate
In Lieu of Tax - MFL	18,065	18,086	-	18,086	20,000	20,000		
Total Taxes	**550,156**	**647,147**	**-**	**647,147**	**649,061**	**959,218**		
County Aid - Roads & Bridges	-	95,420	-	95,420	74,000	-		
Fire Insurance Tax (2%)	9,043	9,640	-	9,640	9,044	9,640		
Personal Property Aid	76	76	-	76	76	76		
Personal Property Aid - Act 12	-	-	-	-	-	250		
State Aid - Computer	35	35	-	35	35	35		
State Aid - Recycling	3,297	3,302	-	3,302	3,297	3,300		
State Aid - Transportation	125,189	93,893	31,296	125,189	125,189	125,189		
State Shared Revenue	20,673	3,101	17,572	20,673	20,673	21,146		
State Shared Supplemental Taxes	-	7,466	42,309	49,775	49,775	50,919		
Local Road Improvement Program	-	-	-	-	-	-		
Total Intergovernmental Aid	**158,313**	**212,933**	**91,177**	**304,110**	**282,089**	**210,555**		
Building / Land Use Permits	19,640	14,214	200	14,414	12,000	14,000		
Cemetery	48	-	48	48	48	48		
Dog License / Town's Share	563	222	328	550	550	550		
Driveway Permit Application Fee	2,400	1,800	-	1,800	1,500	1,500		
Liquor License Application Fee	342	340	-	340	340	340		
Title Searches	600	375	50	425	600	600		
Town Hall Rental Fee	1,740	1,200	700	1,900	1,000	1,500		
Zoning Changes Fee	6,850	8,815	750	9,565	5,000	6,000		
Total Licenses / Permits / Other	**32,183**	**26,966**	**2,076**	**29,042**	**21,038**	**24,538**		
Garbage Services	57,569	57,890	-	57,890	56,733	59,019		
Recycling Services	23,236	24,165	-	24,165	20,449	21,420		
Total Charges for Services	**80,805**	**82,055**	**-**	**82,055**	**77,182**	**80,439**		
Interest Income	22,382	42,864	14,100	56,964	16,000	30,000		
Total Investments	**22,382**	**42,864**	**14,100**	**56,964**	**16,000**	**30,000**		

10/3/2024 ACTIVITY	ACTUAL 2023	ACTUAL 9/23/2024	CURRENT YEAR - 2024 ESTIMATED YEAR END	TOTAL	BUDGETED	BUDGET YEAR - 2025	ADOPTED	INFO
REVENUES continued								
Miscellaneous	687	688	-	688	150	150		
Ag Use Penalty	4,048	1,145	-	1,145	-	-		
Total Miscellaneous	**4,735**	**1,833**	**-**	**1,833**	**150**	**150**		
Sale of Town Property	-	24,904	-	24,904	-	-		
Sale of Town Property	**-**	**24,904**	**-**	**24,904**	**-**	**-**		
		-	-	-	-	-		
TOTAL REVENUES	**848,574**	**1,038,702**	**107,353**	**1,146,055**	**1,045,520**	**1,304,900**		
Fire and EMS District Levies	129,879	135,819	0	135,819	135,819	168,677		
Total Fire & EMS District Levies	**129,879**	**135,819**	**0**	**135,819**	**135,819**	**168,677**		
TOTAL REVENUES & LEVIES	**978,453**	**1,174,521**	**107,353**	**1,281,874**	**1,181,339**	**1,473,577**		

10/3/2024 ACTIVITY	ACTUAL 2023	ACTUAL 9/23/2024	CURRENT YEAR - 2024 ESTIMATED YEAR END	TOTAL	BUDGETED	BUDGET YEAR - 2025 PROPOSED	ADOPTED	INFO
EXPENDITURES								
Assessor	20,500	20,500	-	20,500	20,500	20,500		
Audit	7,000	7,400	-	7,400	7,400	8,500		
Building / Land Use Permits	14,442	9,819	20	9,839	10,000	12,000		
Elections	4,345	4,704	1,500	6,204	7,613	5,158		
General Administration	91,618	73,140	27,902	101,042	101,042	110,082		
Legislative / Town Board	16,712	9,906	7,676	17,582	17,582	17,582		
Newsletter	63	68	41	109	210	150		
Office Equipment	2,480	1,972	663	2,635	2,748	2,748		
Office Supplies	2,078	1,423	717	2,140	2,140	2,260		
Plan Commission	1,366	753	302	1,055	1,055	1,090		
Professional Fees	8,787	11,728	3,500	15,228	7,840	15,000		
Publishing / Legal Notices	260	321	100	421	495	495		
Treasurer Expense	1,008	567	500	1,067	950	1,050		
Website / Computer Software	2,312	1,314	180	1,494	1,620	1,800		
Total General Government	**172,971**	**143,615**	**43,101**	**186,716**	**181,195**	**198,415**		
Insurance	12,512	7,578	7,522	15,100	14,287	16,610		
Landscape / Mowing	865	1,175	393	1,568	1,725	1,785		
Membership Dues	3,124	3,621	-	3,621	3,175	3,622		
Streetlights	247	144	72	216	264	216		
Telephone / Internet	2,686	1,852	693	2,545	2,712	2,772		
Town Hall	5,214	3,931	-	3,931	3,910	4,024		
Town Hall Utilities	2,516	2,053	520	2,573	2,700	2,700		
Total General Operating	**27,164**	**20,354**	**9,200**	**29,554**	**28,773**	**31,729**		
Cemetery - Sunning Hill	6,480	6,480	240	6,720	6,800	6,800		
NW Dane Senior Services	6,000	6,000	-	6,000	6,000	6,000		
Total Health & Human Services	**12,480**	**12,480**	**240**	**12,720**	**12,800**	**12,800**		
Town Park	2,810	2,925	135	3,060	3,500	3,500		
Total Parks	**2,810**	**2,925**	**135**	**3,060**	**3,500**	**3,500**		

10/3/2024			CURRENT YEAR - 2024			BUDGET YEAR - 2025		
ACTIVITY	ACTUAL 2023	ACTUAL 9/23/2024	ESTIMATED YEAR END	TOTAL	BUDGETED	PROPOSED	ADOPTED	INFO
EXPENDITURES continued								
Highway Capital Equipment	57,766	108,628	-	108,628	82,000	90,000		
Consulting Firm - Delmore	-	6,800	-	6,800	-	8,000		
Fuel	9,217	9,327	4,000	13,327	15,000	15,000		
Garage Utilities	3,649	2,885	520	3,405	3,490	3,540		
Gravel / Cold Mix Patch	14,768	24,445	5,555	30,000	30,000	30,000		
Highway Operating Contingency	-	3,225	-	3,225	5,000	5,000		
Other	206	8,956	-	8,956	500	500		
Repairs	30,384	15,039	5,000	20,039	30,000	25,000		
Salt / Screenings / chips mix	16,188	982	15,000	15,982	25,000	20,000		
Supplies / Parts / Signs / Rentals	9,423	9,343	2,500	11,843	14,000	14,000		
Highway Salaries	66,202	55,292	41,025	96,317	117,317	117,317		
Road Construction	327,259	70,717	355,287	426,004	270,000	500,000		
Turkey Road Construction Loan	129,286	129,286	-	129,286	129,286	129,286		
Total Highway / Transportation	**664,348**	**444,925**	**428,887**	**873,812**	**721,593**	**957,643**		
Dane County Radio Operation	3,390	3,586	-	3,586	3,400	3,894		
Manufacturing Tax	29	29	-	29	30	30		
Miscellaneous	-	-	-	-	250	250		
Payment in Lieu of Taxes - MFL	5,601	5,675	-	5,675	6,300	5,700		
Total Miscellaneous	**9,020**	**9,290**	**-**	**9,290**	**9,980**	**9,874**		
Garbage	54,864	42,503	14,211	56,714	56,733	59,019		
Recycling	28,901	21,545	7,182	28,727	30,946	31,920		
Total Sanitation	**83,765**	**64,048**	**21,393**	**85,441**	**87,679**	**90,939**		
TOTAL EXPENDITURES	**972,558**	**697,637**	**502,956**	**1,200,593**	**1,045,520**	**1,304,900**		

10/3/2024 ACTIVITY	ACTUAL 2023	ACTUAL 9/23/2024	CURRENT YEAR - 2024 ESTIMATED YEAR END	TOTAL	BUDGETED	BUDGET YEAR - 2025 PROPOSED	ADOPTED	INFO
EXPENDITURES continued								
District 1 EMS	18,591	13,895	4,632	18,527	18,527	24,779		
Black Earth Fire District	18,586	14,422	4,808	19,230	19,230	22,572		
Black Earth Fire District - 2% dues	3,852	-	3,856	3,856	3,856	4,110		
Total Black Earth District	**41,029**	**28,317**	**13,296**	**41,613**	**41,613**	**51,461**		
Total Black Earth District Levy	**41,029**	**28,317**	**13,296**	**41,613**	**41,613**	**51,461**		
Cross Plains/Berry EMS	27,827	22,393	22,938	45,331	45,331	47,515		
CP/Berry EMS Ambulance	-	-	-	-	-	26,677		
Cross Plains/Berry Fire District	61,023	30,125	18,750	48,875	48,875	43,024		
Cross Plains Fire - 2% dues	-	-	-	-	-	-		
Total Cross Plains District	**88,850**	**52,518**	**41,688**	**94,206**	**94,206**	**117,216**		
Total Cross Plains District Levy	**88,850**	**52,518**	**41,688**	**94,206**	**94,206**	**117,216**		
TOTAL EXPENDITURES & LEVIES	**1,102,437**	**778,472**	**557,940**	**1,336,412**	**1,181,339**	**1,473,577**		

11/12/2024 **List of bills to be approved at the November 18, 2024 board meeting**

Date	Check #	Payee	Amount
10/22/2024	19483	Brenda Kahl	1,681.91
10/22/2024	19484	Lucas Danz	1,668.44
11/5/2024	19485	Brenda Kahl	1,681.91
11/5/2024	19486	Lucas Danz	1,668.44
11/18/2024	19487	Alan Mahinski - election inspector	87.50
11/18/2024	19488	Alliant Energy	161.84
11/18/2024	19489	Brenda Kahl - mileage	65.66
11/18/2024	19490	Burke Truck & Equipment - 2004 International	1,843.62
11/18/2024	19491	Christine Molling - reimburse for seed bags	7.36
11/18/2024	19492	Cross Plains-Berry Fire District - payment 3 of 3	18,749.92
11/18/2024	19493	Debra Belongea - election inspector	109.38
11/18/2024	19494	Decker Supply - handicap signs and posts	627.90
11/18/2024	19495	Dixie Johnson - election inspector	156.25
11/18/2024	19496	Finger Publishing - election notices	60.12
11/18/2024	19497	Florine Bayer - election inspector	121.88
11/18/2024	19498	GFC Leasing - printer lease	178.37
11/18/2024	19499	Gordon Flesch - fee for copies printed per month	38.50
11/18/2024	19500	Group Health Cooperative - medical insurance	2,455.00
11/18/2024	19501	Joan Paar - election inspector	181.25
11/18/2024	19502	Kathy Bladl - election inspector	87.50
11/18/2024	19503	Kenneth Felz - election inspector	96.88
11/18/2024	19504	Lake Ridge Bank - postage and supplies	1,020.56
11/18/2024	19505	Laurie Statz - election inspector	87.50
11/18/2024	19506	Lucas Danz - cell phone	25.00
11/18/2024	19507	Lynda Ketelboeter - election inspector	150.00
11/18/2024	19508	M Susan Dickert - election inspector	96.88
11/18/2024	19509	Mautz Pest Solutions - fall pest control	90.00
11/18/2024	19510	Mazo Hardware - supplies	20.17
11/18/2024	19511	Robert Agee - election inspector	109.38
11/18/2024	19512	TDS Telecom	204.71
11/18/2024	19513	Tracy Lynch - election inspector	153.13
11/18/2024	19514	TrollBytes - November IT services	60.00
11/18/2024	19515	Whippoorwill - election meals	240.54

Additional bills will be handed out at the meeting