

CITY OF VERONA
MINUTES
COMMON COUNCIL
January 13, 2020
Verona City Hall

1. Mayor Diaz called the meeting to order at 7:05 p.m.
2. Pledge of Allegiance
3. Roll call: Alderpersons Kate Cronin, Sarah Gaskell, Charlotte Jerney, Chad Kemp, Katie Kohl, Christine Posey, Heather Reekie and Evan Touchett were present. Also present: City Administrator Adam Sayre and City Clerk Ellen Clark.
4. Public Comment: None
5. Approval of the minutes from the December 16, 2019 Common Council meeting. Motion by Kohl, seconded by Cronin, to approve the minutes of the December 16, 2019 Common Council meeting. Motion carried 8-0.
6. Mayor's Business:
 - A. Mayor Diaz read a proclamation for Adult School Crossing Guard Week, and expressed his appreciation for the job that crossing guards do to keep the school children of Verona safe.
7. Announcements:
 - Clerk Clark presented an overview of the Badger Book electronic poll books that will be implemented in the City of Verona beginning with the February 18, 2020 Spring Primary Election.
8. Administrator's Report:
 - The Police Department will be hosting a crossing guard recognition breakfast at 8:30 a.m. on January 17th at the Fairfield Inn and Suites.
 - The Sugar Creek School RFP has been posted to the City's website. Proposals are due by March 30th.
 - Candidates for the Fire Chief position were interviewed on January 9th.
 - Two candidates for the Planning Director position will be interviewed on January 22nd.
9. Engineer's Report:
 - Well 6 pumping station construction: Concrete block walls are being finished and roof trusses are scheduled to be installed soon. DNR has issued approval of the water systems facilities plan and specification revisions including the installation of a sand filter
 - Liberty Park Phase 4: Rough grading for Liberty Drive extension has started. The sanitary sewer pipe work is completed, water main is 90% completed, and storm sewer construction is progressing. Utility work is anticipated to be completed by the end of the month.
 - All other local projects are primarily on hold for the winter months.

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 \$15,234,135.39. Motion carried 8-0.

B. Public Safety and Welfare Committee

- (1) Discussion and Possible Action Re: Temporary Class “B” Fermented Malt Beverage and “Class B” Wine license applications from the Verona Area Community Theater, 103 Lincoln Street, for February 13-15 and 20-22, 2020; and May 15-17, 2020 - Dale Nickels, Agent. Motion by Reekie, seconded by Kemp, to approve Temporary Class “B” Fermented Malt Beverage and “Class B” Wine license applications from the Verona Area Community Theater, 103 Lincoln Street, for February 13-15 and 20-22, 2020; and May 15-17, 2020 – Dale Nickels, Agent. The Verona Area Community Theater (VACT) is requesting these temporary licenses to serve beer and wine at VACT’s performances of *Three Weddings and an Elvis* on February 13-15 and 20-22; and *The Music Man* on May 15-17, 2020. A licensed bartender will be at the bar at all times that alcohol is being sold. Motion carried 8-0.

C. Plan Commission

- (1) Discussion and Possible Action Re: Resolution No. R-20-001 approving a conditional use permit for a proposed in-vehicle sales or service land use to construct a drive-through to be located at 150 West End Circle. Motion by Gaskell, seconded by Kohl, to approve Resolution No. R-20-001 approving a conditional use permit for a proposed in-vehicle sales or service land use to construct a drive-through to be located at 150 West End Circle. The proposed conditional use permit would allow for the construction of an automated teller machine for Summit Credit Union at 150 West End Circle. Motion carried 8-0.
- (2) Discussion and Possible Action Re: Resolution No. R-20-002 approving a conditional use permit amendment to the Epic Systems Corporation “Group Development” to allow for the construction of two office buildings on Campus 5 located at 1979 Milky Way. Motion by Gaskell, seconded by Kemp, to approve Resolution No. R-20-002 approving a conditional use permit amendment to the Epic Systems Corporation “Group Development” to allow for the construction of two office buildings on Campus 5 located at 1979 Milky Way. The proposed conditional use permit would allow for the construction of two (2) office buildings at 1979 Milky Way. The buildings will add 350 offices each.

Reekie asked what themes are planned for the new buildings.

Tod Sloan, Epic Systems, replied one will be themed “Mystery”, and one will be themed “Castaway”.

Touchett asked what the total capacity of Epic will be with the addition of these buildings.

Sloan replied the office count will be just over 8,000, with over 10,000 employees.

Motion carried 8-0.

11. New Business

A. Discussion and Possible Action Re: Lease agreement with Verizon for the water tower at 825 County Highway M. Staff has been working with Verizon on a lease agreement for the rental of tower space at Tower 2 located at 825 County Highway M. The lease agreement follows the City lease format executed with other carriers currently located on City facilities. Further, the terms of the agreement are the same as the recently executed agreement with Verizon to lease space on Tower 3 near Country View Elementary School. Highlights of the lease agreement include:

- Five (5) year term;
- Renewal for four (4) additional successive five (5) year terms unless tenant provides landlord written notice;
- Upfront cost for execution of lease is \$16,100; and
- Base monthly rent is \$2,300 with a 3% escalation.

Motion by Kemp, seconded by Reekie, to approve a lease agreement with Verizon for the water tower at 825 County Highway M, contingent upon review by the City Attorney. Motion carried 8-0.

B. Discussion and Possible Action Re: Designation of alternate locations and extended hours for requesting and voting absentee ballots for the April 7, 2020 Presidential Preference Primary and Spring Election. Clark explained Council action is needed to designate alternate locations for requesting and voting absentee ballots. Staff anticipates higher than average voter turnout for the April 7th Presidential Preference Primary and Spring Election, and is requesting approval from the Council to designate the Verona Public Library, 500 Silent Street, and the Verona Senior Center, 108 Paoli Street, Verona, WI, as alternate absentee voting locations. Staff also requests informal approval of extended absentee voting hours. Absentee voting hours are not restricted to those posted, so additional hours may be added as needed. Motion by Kohl, seconded by Cronin, to designate the Verona Public Library and the Verona Senior Center as alternate absentee voting locations and approve extended absentee voting hours for the April 7, 2020 Presidential Preference Primary and Spring Election. Motion carried 8-0.

C. Discussion and Possible Action Re: Approval of operator licenses. Motion by Touchett seconded by Posey, to approve operator license applications as presented by the City Clerk. Motion carried 8-0.

12. Adjournment:

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

Ellen Clark
City Clerk