

URBAN NONPOINT SOURCE & STORM WATER PROGRAM
PLANNING GRANT APPLICATION
Town of Middleton Stormwater Master Plan Update
Town of Middleton, Wisconsin



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Notice: This application form template was created by the Wisconsin Department of Natural Resources. Application is hereby made to the Wisconsin Department of Natural Resources, Bureau of Watershed Management, for grant assistance consistent with s. 281.66, Wis. Stats., and Chapters NR 151, 154, and 155, Wis. Adm. Code. Collection of this information is authorized under the authority of s. 281.66, Wis. Stats. Personal information collected will be used for administrative purposes and may be provided to requesters to the extent required by Wisconsin's Open Records Law [ss. 19.31 - 19.39, Wis. Stats.]. *Unless otherwise noted, all citations refer to Wisconsin Administrative Code.*

Please read the [instructions](#) prior to completion of this form. Complete all sections as applicable. Tab to each section or click in answer spaces.

Applicant Information

Calendar Year of Grant Start 2016

Project Name

Town of Middleton Stormwater Master Plan Update

Applicant (governmental unit applying; name and type, e.g. Wausau, City; Randall, Town; Waunakee, Village)

Middleton, Town of

Name of Government Official - Authorized Signatory (First Last)			Name of Government Official - Grant Contact Person (First Last)		
Sara Ludtke			Sara Ludtke		
Title			Title		
Deputy Clerk/Public Works Coordinator			Deputy Clerk/Public Works Coordinator		
Area Code + Phone Number			Area Code + Phone Number		
(608) 833-5887			(608) 833-5887		
E-Mail Address			E-Mail Address		
sludtke@town.middleton.wi.us			sludtke@town.middleton.wi.us		
Mailing Address - Street or PO Box			Mailing Address - Street or PO Box		
7555 W. Old Sauk Road			7555 W. Old Sauk Road		
City	State	ZIP Code	City	State	ZIP Code
Verona	WI	53593	Verona	WI	53593

Project Information

A. Location of Project

County			State Senate District number:				State Assembly District number:	
Dane			27				79	
Minor Civil Division (city, town, village, e.g., Wrightstown, Village of)	Township (N)	Range	E or W	Section	Quarter	Quarter- Quarter	Latitude (North, 4 to 7 decimal places)	Longitude (West, 4 to 7 decimal places)
Middleton, Town of	07 N	8	E				43.0748	-89.5419
	N							
	N							

Method for Determining Latitude & Longitude (check one)

- ☐ GPS ☒ DNR Surface Water Data Viewer (<http://dnrm.wisconsin.gov/SWViewer/SWDV>)
☐ Other (specify):

B. Project Summary and Description. Use this space for the project summary and description, not an attachment.

Mention every activity being proposed in Part II; Question 1.

The Town of Middleton prepared a Stormwater Master Plan in 2007. Since that time the Town has completed a number of the projects that were previously identified in the plan. The Town now would like to update the Stormwater Master Plan to:

- Include new regulations for water quality (total suspended solids), infiltration, and the Rock River TMDL.
- Adopt guidelines as necessary in the Town ordinance.
- Reprioritize stormwater water quality and erosion issues so the Town can address them on a proactive basis.
- The Town also wishes to reach out to its residents with education.
- Preliminary exploration of a stormwater utility to fund ongoing stormwater expenses.
- Evaluate projects that have been completed and their impact on the Town's overall MS4 permit.
- Update to include field infiltration testing completed in the fall of 2009.
- Address new concerns the Town and residents have for stormwater management.
- Track recommendations made in the storm water management plan.
- Plan for cooperation with the City of Middleton, City of Verona and/or City of Madison regarding mutually beneficial water quality projects.

C. Watershed, Waterbody and Pollutants (see [Attachment A](#) and <http://dnrm.wi.gov/SL/?Viewer=SWDV>).

Note: Planning areas may encompass several square miles and may affect multiple watersheds.

Watershed Name	Watershed Code	12-digit Hydrologic Unit Code (HUC)	% of Project Area	Nearest Waterbody Name
Black Earth Creek	LW17	070700050501	61	Black Earth Creek
Six Mile and Pheasant Branch	LR10	070900020603	26	Pheasant Branch Creek
Upper Sugar River	SP15	070900040201	13	Badger Mill Creek

Nonpoint Source Pollutant(s) Controlled by the Project

☒ Nutrients ☒ Sediment ☐ Other, specify:

Part I. Screening Requirements

A. Maps and Photographs

Yes

- ☒ An 8.5" x 11" map from the DNR data/map viewers, showing the project area, is attached (link to <http://dnrm.wi.gov/SL/?Viewer=SWDV>).
- ☒ Aerial photo maps and project area photos are also included.

B. Filters *Note: The applicant must be able to check "Yes" to questions 1 through 8 below to be eligible for a grant. Check "Yes" to question 9, if applicable.*

Yes

- ☒ 1. Project is in an area that is urban or will be urban within 20 years (see [Attachment B](#)).
- ☒ 2. Project will be completed within 24 months of the start of the grant period.
- ☒ 3. Staff and consultants designated to work on this project have adequate training, knowledge, and experience to implement the proposed project.
- ☒ 4. Staff or contractual services, in addition to those funded by this grant, will be provided if needed.
- ☒ 5. Planning products prepared under this grant will not work at cross-purposes to (are consistent with) the non-agricultural performance standards under ch. NR 151 (see [Attachment D](#)).
- ☒ 6. The local DNR District Nonpoint Source Coordinator has been contacted and the project was discussed. See contacts at: <http://dnr.wi.gov/topic/nonpoint/NPScontacts.html>.

Name of the District Nonpoint Source Coordinator Contacted	Date Contacted	Subject of Contact
Linda Talbot	04/13/2015	Budgeting Details For Grant Project
Mike Gilbertson	04/15/2015	Community Group Support Letter Delayed

- ☒ 7. The applicant can declare that **one** of the two statements below is TRUE.
- ☒ a. Statement A: The grant application is for a local governmental unit that has jurisdiction over the project area. (Jurisdiction over the project area means that the governmental unit has control over whether the planning recommendations are carried out.)
 - ☐ b. Statement B: The applicant does not have jurisdiction over the project area; however conditions "i" and "ii" or "i" and "iii" are met
 - ☐ i. The applicant is required to obtain a permit under subchapter I. of ch. NR 216; **and**
 - ☐ ii. In addition, Inter-Governmental Agreements (IGAs) are in place,
 - ☐ iii. **or**, will be put in place prior to the commencement of the grant period, to assure urban best management practices included on the grant are installed and maintained (see [Attachment G](#)).
- ☒ 8. The applicant can declare that **one** of the two statements below is TRUE.
- ☒ a. Statement A: The applicant is not the University of Wisconsin Board of Regents.
 - ☐ b. Statement B: The applicant is the University of Wisconsin Board of Regents **and** the project will develop recommendations for a UW Campus area located in a municipality that meets **both** of the following criteria:
 - ☐ i. The municipality is required to obtain a municipal storm water permit under ch. NR 216 **and**
 - ☐ ii. The municipality is located either in a priority watershed or lake area identified under s. 281.65, Wis. Stats., or in an area of concern as identified by the International Joint Commission under the Great Lakes Water Quality Agreement.
- ☐ 9. This application is a joint application among local units of government, and
- ☐ If yes, the required Inter-Governmental Agreement (maybe a DRAFT) is attached (see [Attachment G](#)).

If the applicant answered "No" to any of the items in 1-8, above, stop here. This project is ineligible.

Part II. Competitive Elements

Question 1. Project Activities and Extent of Pollutant Control

A project can consist of one or more of the following planning activity categories (A through F). For each category below, check the boxes that describe the work products which will be produced under **this** grant. **Do not check boxes based on prior work.**

A. Ordinance Preparation

Develop New Update Existing The project is to develop or update one or more of the following ordinances (must be the applying Governmental Unit's ordinances), including associated information, education and public participation activities. Check all that apply.

- ☐ ☒ 1. Construction erosion control ordinance including all the requirements of s. NR 151.11.
- ☐ ☒ 2. Storm water ordinance for new development and re-development including all the requirements of ss. NR 151.12, NR 151.121-128, and NR 151.241-249.
(See NR 151 at: http://docs.legis.wi.gov/code/admin_code/nr/100/151.pdf#page=1.)
- ☒ ☐ 3. Low impact development/conservation subdivision ordinances.
- ☐ ☒ 4. Other ordinances such as an illicit discharge ordinance, storm water ordinances affecting runoff from developed urban areas (e.g., pet waste management ordinances, nutrient management ordinances), or ordinances that regulate the application of fertilizers to non-municipal properties in accordance with s. NR 151.14.

B. Financing Mechanisms

Develop New Update Existing The project will evaluate financing mechanisms for storm water management, including associated information, education and public participation activities. Recommendations will be presented to the governing board for approval and DNR will be notified of the governing board's action. Check **one** of the following:

- ☐ ☐ 1. The project develops a dedicated revenue source, such as a storm water utility, to implement a storm water program focusing on implementation of performance standards in Subchapter III of ch. NR 151.
OR
- ☒ ☐ 2. The project is a general feasibility analysis of alternative funding mechanisms

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C. Storm Water Plan for Developed Urban Areas (includes redevelopment)

Develop New Update Existing The project is to develop or update a storm water management plan for developed urban areas, including redevelopment, which addresses all applicable performance standards under NR 151 including associated information, education and public participation activities. Check **one** of the following

- ☐ ☒ 1. This project will cover the entire geographic area of the governmental unit.
OR
☐ ☐ 2. This project will cover only part of the geographic area of the governmental unit.

D. Storm Water Plan for New Development

Develop New Update Existing The project will develop or update a storm water management plan for new development that addresses all of the performance standards under ss. NR 151.12, NR 151.121-128, and NR 151.241-249, including associated information, education and public participation activities. Check **one** of the following:

- ☐ ☒ 1. This project will cover the entire geographic area of the governmental unit.
OR
☐ ☐ 2. This project will cover only part of the geographic area of the governmental unit.

E. Comprehensive Storm Water Information and Education Program

- ☐ Check this box if the project will develop and/or implement a comprehensive storm water information and education program.
Note: This category may **not** be checked if any boxes in categories A through D, above, have been checked.
Information and education activities are expected to be included as necessary components of projects under categories A through D.

F. Inter-Municipal and Watershed-based Cooperation (bonus)

- ☐ Check this box if this project is being conducted as part of an inter-governmental storm water management strategy for a common water resource. This also includes entering into a Watershed-based Storm Water Management Permit with other municipalities.
Note: If more than one local unit of government is joining in this project application (a "joint application"), then an Inter-Governmental Agreement (IGA) meeting the requirements of Attachment G must be submitted with this application.

Provide a description of the inter-governmental effort that will be used to complete the project.

Question 2. Fiscal Accountability

A. Timeline and Source of Staff

For each applicable milestone listed below, fill in the appropriate data.

Milestone	Target Completion Date (month/year)	Source(s) of Staff
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Basic Milestones

Prepare preliminary scope of services and discuss with DNR NPS Coordinator	1/2016	Municipal Staff
Prepare Request for Proposal	1/2016	Municipal Staff
Select Consultant	3/2016	Municipal Staff and Town Board
Finalize Scope of Service and Professional Services Contract	5/2016	Municipal Staff and Consultant
Get DNR approval of Professional Services Contract	6/2016	Municipal Staff and Consultant
Hold "kick-off" meeting	7/2016	Municipal Staff and Consultant
Interim meeting with DNR	3/2017	Municipal Staff and Consultant
Presentation to Municipal Council	6/2017	Municipal Staff and Consultant
Submit project and final report to DNR	12/2017	Municipal Staff and Consultant

Additional Milestones (list below)

Public Informational Meeting on Project Scope	5/2016	Municipal Staff
Public Information Meeting (50% Project Completion)	12/2016	Municipal Staff and Consultant

B. Adequate Financial Budget

Provide detailed budget information for every proposed project activity in Question 1, and supporting activities for which DNR funding is requested. Please note: the state share may not exceed 70% of eligible costs. The grant amount is capped at \$85,000 for the eligible planning activities.

B.1. Financial Budget Table - Planning Activities

[illegible]

1. Total	55,000	55,000

B.1. (continued) Cost Sharing Worksheet

Eligible Costs:

2. 70% of Column C Total Row 1 above	\$	38,500
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Cap Test:

3. Maximum State Share Row 2 or \$85,000, whichever is less	\$	38,500
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State and Local Share:

4. Requested State Share Amount (Enter Requested Grant Amount)		33,000
5. Local Share Amount (Total of Row 1 Column B less Row 4)	\$	22,000

B.2. Use of Additional Funding

☒ Check this box if both of the following conditions are met.

- The requested state share amount in row 4 is less than the \$85,000 grant cap.
- The requested state share amount in row 4 is below the maximum state-share in row 3.
(The resulting cost-share rate is less than 70%.)

B.3. Cost Estimate Quality Describe the quality of cost estimates including whether the cost estimate is based on a competitive bid, scope of services, similar projects conducted locally, similar projects conducted elsewhere in the state or region, or other more generalized data. Provide documentation.

Please see Page 13 for detailed cost estimate. Billing rate is based on current billing rates from the Town's consulting engineer, Vierbicher.

Identify the source of the local share:

General Tax Funds and Town's Stormwater Reserve Fund

Question 3. Project Evaluation Strategy

Information that will be developed and presented to DNR to evaluate the environmental benefits of completing this project. Check all that apply.

- ☒ A. Information that quantifies how project implementation is projected to decrease storm water impacts on state waters will be provided to the DNR. The information may be provided as part of the planning product (e.g., storm water plan, I&E plan) or in the Final Report. Please see Page 14 for further information
- ☒ B. Information that tracks progress in carrying out recommendations of this project will be provided to the Department for one or two years after the project is completed. Specify if it is going to be one or two years that tracking information will be provided and describe how this annual post-project tracking process will work:
Two years of tracking will be completed in 2016-2018. Town will submit a report in January 2017 and 2018 that summarizes activities that have taken place the prior year. Please see page 14 for a detailed plan.

Question 4. Water Quality Needs

The project must be consistent with at least one of the following seven watershed priorities. For each watershed in the project area, identify the category that best identifies the project goals. If more than one category is checked (because the project area contains more than one watershed), estimate the portion of the project area to be assigned to each category.

Note: For border waters where a State of the Basin Report does not exist, another governmental document acceptable to the District NPS Coordinator may be used to identify the water quality need.

	Percent of Project Area (Total should equal 100%)	Surface Water Considerations
<input checked="" type="checkbox"/>	26	<p>A. Clean Water Act section 303(d) List of Impaired Waters Project with water quality goals directly dealing with a water body (lake or stream) on the latest Clean Water Act (CWA) s. 303(d) List of Impaired Waters, where the cause of the impairment is nonpoint source pollution and this project will reduce the type of nonpoint pollutants for which the water is listed (see Attachment A and http://dnrm.wi.gov/SL/?Viewer=SWDV).</p> <p>Name of Applicable Impaired Water: Pheasant Branch Creek</p> <p>Name of Pollutant Causing Impairment: Phosphorous and sediment</p>
<input checked="" type="checkbox"/>	74	<p>B. Outstanding or Exceptional Resource Waters or Other Areas of Special Natural Resource Interest Prevention of degradation due to nonpoint sources of outstanding resource waters (ORW) (per s. NR 102.10) or exceptional resource waters (ERW) (per s. NR 102.11) or other areas of special natural resource interest (ASNRI). To locate ORW/ERW and other ASNRI's see Attachment A and go to DNR's Surface Water Data Viewer Designated Waters Theme at http://dnrm.wi.gov/SL/Viewer.html?Viewer=SWDV&runWorkflow=DesignatedWaters.</p> <p>Name of Applicable ORW/ERW or ASNRI: Black Earth Creek, Sugar River and Badger Mill Creek</p>
<input type="checkbox"/>		<p>C. Not Fully Supporting Uses or NPS Ranking of High or Medium A water body (lake or stream) identified in a DNR-approved Basin/Watershed Plan as not supporting designated uses due to nonpoint sources, but is not on the section 303(d) List. In newer plans, these waters are categorized as "supporting" (as opposed to "fully supporting") designated uses; in plans prior to 2010 they were labeled as "partially meeting" designated uses. Or, the project is located in watershed, lake watershed, or other area ranked high or medium on the NPS Rankings List, where the goals of the project are directly associated with the reason for the ranking on the NPS Rankings List.</p>
<input type="checkbox"/>		<p>D. Surface Water Quality Prevention of degradation of surface water quality due to nonpoint sources</p>
		<p>Groundwater Considerations For assistance with this section, please consult the DNR District Drinking Water and Groundwater Specialist at: http://dnr.wi.gov/topic/drinkingWater/documents/CountyContacts.pdf or the County Extension office.</p>
<input type="checkbox"/>		<p>E. Exceeds Groundwater Enforcement Standard Groundwater within the project area where representative information indicates that stormwater pollutants in groundwater exceed the Enforcement Standard (ES).</p>
<input type="checkbox"/>		<p>F. Exceeds Groundwater Preventive Action Limit Groundwater within the project area where representative information indicates that storm water pollutants in groundwater exceed the Preventative Action Limit (PAL).</p>
<input type="checkbox"/>		<p>G. Groundwater Quality (see Attachment F) The project area is within a geological area defined in Attachment F as susceptible to groundwater contamination.</p>

Total:

100

Drinking Water Bonus Points (see [Attachment E](#))

- Yes ☐ Check this box if the project water quality goals identified above relate to the reduction of nonpoint source contaminants in community or non-community public drinking water supplies. This includes any of the following: Municipal supplies governed by chs. NR 809 and 811; Other-Than-Municipal (OTM) water supplies governed by chs. NR 809 and 811; Non-Transient water supplies governed by chs. NR 809 and 811; Transient water supplies governed by chs. NR 809 and 812.
1. If "Yes," and you checked boxes E, F, or G, above, then mark a, b, or c, below and move on to question 6. (You will need assistance from your DNR District NPS Coordinator at <http://dnr.wi.gov/topic/nonpoint/NPSContacts.html> or Water Supply Specialist at <http://dnr.wi.gov/topic/drinkingWater/documents/CountyContacts.pdf> to answer.)
- ☐ a. Check this box if the project is located: within the wellhead protection area of a municipal well; or within 1,200 feet of a municipal well for which a wellhead protection area is not delineated; or within 1,200 feet of an Other-Than-Municipal (OTM) water supply well; or within 1,200 feet of a Non-Transient water supply well.
- ☐ b. Check this box if the project is located within 200 feet of a Transient water supply well.
- ☐ c. Check this box if **neither** a nor b applies
2. If "Yes," and you checked box **A, B, or C or D above**, then place a check mark next to the appropriate drainage area where the project is located. If the project is in more than one drainage area, enter the appropriate percentages in the boxes provided. (See [Attachment E](#).)

Source Water Drainage Area

**Portion of Project in
Assessment Area (%)**

<input type="checkbox"/> Pike River and Creek	<input type="text"/>
<input type="checkbox"/> Root River	<input type="text"/>
<input type="checkbox"/> Oak Creek	<input type="text"/>
<input type="checkbox"/> Milwaukee River	<input type="text"/>
<input type="checkbox"/> Sauk Creek	<input type="text"/>
<input type="checkbox"/> Sheboygan and Onion Rivers	<input type="text"/>
<input type="checkbox"/> Manitowoc River	<input type="text"/>
<input type="checkbox"/> Twin Rivers	<input type="text"/>
<input type="checkbox"/> Kewaunee and Ahnapee Rivers	<input type="text"/>
<input type="checkbox"/> Menominee River	<input type="text"/>
<input type="checkbox"/> Fish Creek	<input type="text"/>
<input type="checkbox"/> St. Louis and Nemadji Rivers	<input type="text"/>
<input type="checkbox"/> Lake Winnebago	<input type="text"/>

Question 5. Evidence of Local Support

For A. and B., check the applicable situation that exists at the time of application. Submit supporting information and documentation with the application.

A. Government

- ☒ 1. The local-share funds for this project's expenses are already included specifically in an **adopted** budget.
- ☒ Evidence of the adopted budget is included with the application submittal.
Describe the document and list date of adoption:
Please see Appendix 6 for the adopted budget for 2015 and Town Board meeting minutes approving applying for the grant in Appendix 8. Page 14 explains how the Town determines their annual budget.
- ☐ 2. The local-share funds for the project expenses are or will be included in a **proposed** budget.

- ☐ Evidence of the proposed budget is included with the application submittal.
Describe the document and list date for adoption;

B. Community Supporting information must be submitted with the application.

- ☒ 1. There is local community support from community stakeholders specifically for the project. Please see Page 14 for more information
- ☒ a. There is local support from citizen groups.
- ☒ b. There is local support from municipal committees or councils representing the applicant.
- ☐ 2. There is community support for addressing general water resource needs in the community, even though there may not be evidence of support for this specific project.
- ☐ a. There is general support from citizen groups.
- ☐ b. There is general support from municipal committees or councils representing the applicant.

Question 6. Plans and Regulations

A. Consistency With Resource Management Plans

- ☒ Check this box if the proposed project focuses on plans to implement a water quality recommendation from a locally-approved resource management plan. Examples include Smart Growth plans, Legacy Community plans, Water Star plans, local Storm Water Management plans, wellhead protection, lake management, regional water quality plans, Remedial Action plans and other watershed-based nonpoint source control plans.

(This question does not include a TMDL report, TMDL implementation plan, or County Land and Water Resource Management Plan.)

If Yes, summarize the water quality recommendation and describe how it relates to the goals of this proposed project. Cite the title, author and date(s) of publication of the resource management plan. Attach pertinent page(s) or provide URL and page numbers.

The Town adopted a Comprehensive Plan that follows a Smart Growth Plan. The Town of Middleton Comprehensive Plan addresses stormwater management facilities. This section has been attached in Appendix 4.

B. Supporting Regulations

Check the box for the statement(s) that applies to this project. The project is located within an area which has:

- ☒ 1. The applicant (applying governmental unit) has regulations in place to administer and enforce construction erosion controls in the governmental unit that are consistent with the non-agricultural performance standards in s. NR 151.11 Include the web site where the regulation can be found (most direct web page URL) and page number(s). Please see attached Town ordinance in the Appendix 5
- ☒ Or check the box if a copy of the regulation is attached to this application.
- ☒ 2. The applicant (applying governmental unit) has regulations in place to administer and enforce post-construction runoff for areas of new development and redevelopment in the governmental unit consistent with the non-agricultural performance standards in s. NR 151.12. Include the web site where the regulation can be found (most direct web page URL) and page number(s). Please see attached Town ordinance in the Appendix 5

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☒ Or check the box if a copy of the regulation is attached to this application.

Question 7. City of Racine

- ☐ Check this box if this is an application from the City of Racine for a project that is necessary for the city to comply with state storm water permitting requirements.

Part III. Eligibility for Multipliers

Completion of this part of the application is optional. However, an applicant can increase the final project score by qualifying for a project multiplier.

Local Implementation Program (select all that are in place as of the application submittal date)

- ☒ A. The governmental unit is implementing a pollution prevention information and education program targeted for property owners and other residents.
- ☒ B. The governmental unit is tracking storm water permitting activity (construction and post-construction) in the governmental unit and can make summary information available to the DNR upon request.
- N/A
- ☒ ☐ C. The governmental unit is implementing a nutrient management plan for municipally-owned properties of pervious area where nutrients are applied.

Optional Additional Information

Carefully review the answers to all of the questions above. Is there additional information that will add to the understanding of this project? If so, describe here.

The Town of Middleton tracks their construction activities through their building inspector, Town Engineer, and Dane County Land Conservation. In 2009 the Town adopted an ordinance that requires privately maintained stormwater management facilities to be inspected. In 2014 the Town has moved to have the privately owned facilities inspected and certified on an biennial basis. All submit certifications are submitted to the Town. In addition, starting in 2013 the Town began to certify and inspect the publicly maintained facilities.

The Town is part of a joint stormwater permit group, Madison Area Municipal Storm Water Partnership (MAMSWaP). Partaking in the group permit the Town also agrees to fund a position responsible for stormwater information, education, and outreach coordination. However, the Town has been active with their own pollution prevention information and education by reaching residents with newsletters and emails. As part of the grant project a program would be developed to help the Town track how many residents participate in the information the Town creates and distributes in regards to pollution prevention, erosion control, and stormwater management.

Applicant Certification

A Responsible Governmental Official (authorized signatory) must sign and date the application form prior to submittal to the DNR. The governmental official with signatory authority must be the person authorized by the Governmental Responsibility Resolution. I certify that, to the best of my knowledge, the information contained in this application and attachments is correct and true.

Signature of Government Official - Authorized Signatory

Date Signed

Name (Please Print)

Sara Ludtke

Title

Deputy Clerk/Public Works Coordinator

- ☒ Check this box if the required, completed Governmental Responsibility Resolution (GRR) (see [Attachment H](#)) is attached. Authorized signatory must be approved in the GRR.

Submittal Directions

To be considered for funding, provide the following for each application submitted:

- One hard copy of the completed application form [DNR Form 8700-299A (R 1/15) with **original signature in blue ink** and all attachments.
- Three additional hard copies of the completed, signed application form and all attachments.
- One electronic copy of the completed application form (this saved application form) in **PDF format only** plus all attachments on CD.

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All application materials must be postmarked by midnight **April 15 of the same calendar year**.

Mail to: State of Wisconsin
Runoff Management Section-WT/3
Department of Natural Resources
101 South Webster Street
Madison, WI 53703

PO Box 7921
or Madison WI 53707-7921

Please use this page to write any constructive comment(s) you might have to improve this application.

Thank you.

The Town's current Stormwater Master Plan was completed in March 2007. Since the creation of the report the Town has been proactive in addressing many of the areas of concern that were identified in the report. The updated Stormwater Master Plan would address the projects that have been completed in the last 8 years as well as identify new areas of concern that have been brought to the attention of the Town. The updated Stormwater Master Plan would focus on:

- All nearby water resources (even outside municipal boundaries)
- MS4 permit requirements
- Pollutants of concern (Rock River TMDL)
- Include all possible partnerships
- Dynamic strategies to evaluate and implement stormwater practices based on specific pollutants in a particular sub-watershed
- In-swale infiltration testing results that have been completed
- Any permeable pavement areas
- Evaluate and modify existing MS4 programs (including leaf disposal programs, street sweeping, construction site inspections, etc.)
- Include all information and education programs regarding stormwater and erosion control as well as the tracking system
- Public involvement programs
- Winter road management
- Stormwater facility inspections and maintenance
- Identify all partnerships in the same stream reach
- Adaptive Management programs
- Pollutant Trading options
- Cost estimates to meet new criteria

The Town has successfully worked with the City of Verona on a pollutant trade project, a project that was identified in their 2007 Stormwater Master Plan. The project the Town worked with the City of Verona on was constructed in the Town of Middleton and the TSS removal credits were traded to the City of Verona to help the City of Verona achieve their TSS removal requirements for their MS4 permit. The agreement between the Town and the City was one of the first pollutant trade agreements in the area and has proven to be beneficial to both the Town and the City. The Town is open to working with the Village of Cross Plains, City of Verona, City of Madison and the City of Middleton if an opportunity presents itself. As part of the Town's update to their Stormwater Master Plan they will evaluate projects that could potentially benefit one of their adjacent municipalities.

The Town has proven that they are dedicated to protecting the natural resources within the Town and the properties of their residents. They will continue to move forward to address stormwater and erosion concerns. By updating their Stormwater Management Plan they will have a document by which to refer to and track progress of their work.

Part II. Competitive Elements

Question 2. Fiscal Accountability

B.3. Cost Estimate Quality Describe the quality of cost estimates including whether the cost estimate is based on a competitive bid, scope of services, similar projects conducted locally, similar projects conducted elsewhere in the state or region, or other more generalized data. Provide documentation.

Task	Detailed Task	Estimated Hours	Billing Rate	Total
1	Update/Create Town Ordinances			
	Update Post-Construction Stormwater Management Ordinance	15	\$100.00	\$1,500.00
	Update Erosion Control Ordinance	10	\$100.00	\$1,000.00
	Update Illicit Discharge Detention/Control Ordinance	10	\$100.00	\$1,000.00
	Create Low Impact Development Ordinance	20	\$100.00	\$2,000.00
	Review Ordinances with Town Staff	5	\$100.00	\$500.00
	Subtotal:	60		\$6,000.00
2	Stormwater Planning (Update Stormwater Master Plan)			
	Summary of Field Infiltration Testing	10	\$100.00	\$1,000.00
	Inventory of BMPs	10	\$100.00	\$1,000.00
	Update Modeling WinSLAMM Results from 9.4 to 10.1	20	\$100.00	\$2,000.00
	Summary of Results for Projects Completed since 2007	40	\$100.00	\$4,000.00
	Identify Areas of Concern	180	\$100.00	\$18,000.00
	Review Areas of Concern with Town Staff (Feedback)	10	\$100.00	\$1,000.00
	Meetings With Town Board	10	\$100.00	\$1,000.00
	Field Visits	40	\$100.00	\$4,000.00
	Public Information and Feedback Meetings	20	\$100.00	\$2,000.00
	Summary of Rock River TMDL And Requirements	50	\$100.00	\$5,000.00
	Subtotal:	390		\$39,000.00
3	Evaluate Funding Options			
	Preliminary Stormwater Utility Feasibility Plan	30	\$100.00	\$3,000.00
	Coordination With City of Madison and City of Middleton	10	\$100.00	\$1,000.00
	Subtotal:	40		\$4,000.00
4	Create Illicit Discharge and Detection Policy			
	Inspection Requirements and Locate Probable Sites	5	\$100.00	\$500.00
	Develop Information for Residents	5	\$100.00	\$500.00
	Subtotal:	10		\$1,000.00
5	Develop Public Participation, Education, and Outreach Program			
	Develop a Schedule and Tracking System	15	\$100.00	\$1,500.00
	Public Information and Feedback Meetings	5	\$100.00	\$500.00
	Subtotal:	20		\$2,000.00
6	Project Evaluations/DNR Submittals			
	Meetings With DNR	5	\$100.00	\$500.00
	Summary Of Results and Products Produced (submitted to DNR)	25	\$100.00	\$2,500.00
	Subtotal:	30		\$3,000.00
TOTAL:				\$55,000.00

Part II. Competitive Elements

Question 3. Project Evaluation Strategy

Information that will be developed and presented to DNR to evaluate the environmental benefits of completing this project.

B. Information that tracks progress in carrying out recommendations of this project will be provided to the Department for one or two years after the project is completed. Specify if it is going to be one or two years that tracking information will be provided and describe how this annual post-project tracking process will work:

The Town will provide the DNR with information tracking the results and progress of the project for 2 years after the project is completed. The Town will provide the DNR with measurable results from the work completed as part of the grant.

- The Town will use their Biennial report to track and report this information to the DNR.
- The Town will continue to update their Stormwater Master Plan as projects are completed and provide to the DNR upon request.

Question 5. Evidence of Local Support

For A. and B., check the applicable situation that exists at the time of application. Submit supporting information and documentation with the application.

A. Government

1. The local-share funds for this project's expenses are already included specifically in an adopted budget.

Some of the funds have been adopted in the 2015 Town of Middleton's Budget please see Appendix 6 for the adopted budget. These funds can be carried into the 2016 Budget if a grant is awarded. The Town maintains a Stormwater Reserve Fund for projects such as this one.

2. The local-share funds for the project expenses are or will be included in a proposed budget.

The Town Engineer creates a budget letter addressed to the Town Board prior to budget workshops. This letter highlights projects the Town needs to address and a brief description and cost estimate to complete the work. An example letter is in the Appendix 6 the items in Appendix 7 can be seen in the 2015 Adopted Budget in Appendix 6. A letter will be created for the 2016 budget and subsequent years.

B. Community Supporting information must be submitted with the application.

1. There is local community support from community stakeholders specifically for the project.

a. There is local support from citizen groups.

The Town is anticipating a letter from the Friends of Pope Farm Park in support of the project. This letter will be provided after their Board meeting on April 16, 2015.

b. There is local support from municipal committees or councils representing the applicant.

Board meeting minutes are provided in Appendix 7 approving to apply for the grant.

2 Government Responsibility Resolution

**GOVERNMENTAL RESPONSIBILITY RESOLUTION
FOR RUNOFF MANAGEMENT GRANTS**

WHEREAS, Town of Middleton is interested in acquiring a
(applicant)

Grant from the Wisconsin Department of Natural Resources for the purpose of implementing measures to control agricultural or urban stormwater runoff pollution sources (as described in the application and pursuant to ss. 281.65 or 281.66, Wis. Stats., and chs. NR 151, 153 and 155); and

WHEREAS, a cost-sharing grant is required to carry out the project:

THEREFORE, BE IT RESOLVED, that Town of Middleton
(applicant)

HEREBY AUTHORIZES Deputy Clerk/Public Works Coordinator, Town of Middleton to act on
(position title) (department)

behalf of Town of Middleton to:
(applicant)

Submit and sign an application to the State of Wisconsin Department of Natural Resources for any financial aid that may be available;

Sign a grant agreement between the local government (applicant) and the Department of Natural Resources;

Submit reimbursement claims along with necessary supporting documentation;

Submit signed documents; and

Take necessary action to undertake, direct and complete the approved project.

BE IT FURTHER RESOLVED that Town of Middleton shall comply with all state
(applicant)

and federal laws, regulations and permit requirements pertaining to implementation of this project and to fulfillment of the grant document provisions.

Adopted this 15th day of April, 2015.

I hereby certify that the foregoing resolution was duly adopted by Town Board at a legal meeting on June day of 19, 2006.

Authorized Signature: Sara Luthi Title Deputy Clerk/Public Works Coordinator

IMPORTANT NOTE: The DNR expects the individual authorized by this resolution to become familiar with the applicable grant program's procedures for the purpose of taking the necessary actions to undertake, direct, and complete the approved project. This includes acting as the primary contact for the project, submitting required materials for a complete grant application, carrying out the acquisition or development project (e.g., obtaining required permits, noticing, bidding, following acquisition guidelines, etc.), and closing the grant project (e.g., submitting grant reimbursement forms and documentation, and organization of project files for future monitoring of compliance with grant program).

**Town of Middleton
Town Board Meeting Minutes
June 19, 2006**

The meeting was called to order at 6:06. In attendance were: Chair Milo Breunig, Supervisors Gary Whitney, Frank Acker Bob Irvine and Richard Oberle along with David Shaw, Town Administrator. Town Attorney, Tom Voss and Rod Zubella, Vierbicher Associates Inc. arrived prior to the Open Session.

1. Proof of Posting and Notice

Shaw informed attendees that the agenda was properly published, posted at the three official locations, published on the Town Web site and emailed to Board members and the Town email list.

2. Move to Closed Session Pursuant to Section 19.85 (1)(c) Wisconsin Statutes: Considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility.

Irvine and Oberle moved and seconded to go into closed session. Motion Passed.

<u>Supervisor</u>	<u>Vote</u>
Breunig	Aye
Whitney	Aye
Acker	Aye
Irvine	Aye
Oberle	Aye

3. Reconvene to Open Session.

Breunig and Acker moved and seconded to go into open session. Motion passed at 7:15 p.m.

<u>Supervisor</u>	<u>Vote</u>
Breunig	Aye
Whitney	Aye
Acker	Aye
Irvine	Aye
Oberle	Aye

4. Public Input

There was no one wishing to address the Board.

5. Approve Policy Stating All Motions to be Submitted in Written Form.

The Board agreed that all motions for all meetings should be, upon request of the minute taker, written out and given to the minute taker at the time the motion is made.

6. Approve the Minutes of the Meetings of June 5, 2006.

Oberle and Irvine moved and seconded to approve the minutes of June 5, 2006 as amended. Motion Passed.

7. Public Hearing – Reeder 3-Lot CSM

Katy Reeder presented her 3-lot CSM

There were comments from the public, both for and against, primarily concerning traffic.

Acker & Oberle moved and seconded to close the public hearing. Motion Passed at

7:48.

Zubella reviewed his letter of June 2, 2006

Irvine and Breunig moved and seconded to approve the CSM with separate 66-foot road frontage, subject to:

- a) The Vierbicher Associates, Inc. letter of June 2, 2006**
- b) An acknowledgement stating the Claus property is zoned and used for agricultural purposes.**
- c) A variance on the minimum lot size.**
- d) Reeder installing storm-water detention facilities as determined by the Town Engineer.**
- e) Payment of park fees, as discussed in the Vierbicher Associates, Inc. letter, or dedication of parklands.**
- f) The southern driveway on the Kuhlman property being removed.**
- g) Lots 2 and 3 served by joint driveway located on the southern edge of the Kuhlman property that is determined to be permissible and acceptable to the Town Attorney, Town Engineer and Fire Marshall.**
- h) That lots 2 and 3 be granted access to the aforementioned joint driveway.**
- i) That the joint driveway be 28 feet wide at the road right-of way.**

Irvine stated that he found this CSM acceptable in part due to the speed limit being 35 miles per hour.

Motion Passed with Oberle dissenting at 9:17 p.m.

8. Public Hearing – Sunset Ridge School CSM

There was no one wishing to speak for or against the CSM. Irvine and Acker moved and seconded to close the public hearing. Motion Passed at 9:18 p.m.

Breunig and Whitney moved and seconded to approve the 2-lot CSM, subject to the Vierbicher Associates, Inc. letter of June 2, 2006 and subject to Motion Passed at 9:19 p.m.

9. Public Hearing – Vacation of Freemont Drive

There was no one wishing to speak for or against the vacation. Acker and Whitney moved and seconded to close the public hearing. Motion Passed at 9:20 p.m.

Breunig and Whitney moved and seconded to approve the vacation. Motion passed at 9:21.

10. Waiver of Fees (Parks & Airport Road Impact) for Sunset School CSM.

This item was discussed during the CSM approval. The normal park fees will apply but it was demonstrated that the Airport Road impact fees have already been paid.

11. Final Plat Approval – Cherrywood Ridge Estates (Ron Krantz)

Breunig recused himself due to his relation to the applicant. Bill Suick & Ron Krantz presented the plat. There was discussion on the emergency access strip and the material used to pave it (grass vs. asphalt).

Oberle and Irvine moved and seconded to approve the plat subject to the transfer of the Bunbury lands, the Vierbicher Associates, Inc. letter of June 2, 2006, the emergency access strip being paved with asphalt, the emergency access strip to serve as a trail segment, and signage subject to staff approval. Motion Passed.

12. Twin Valley Commercial Centre Site Plan

Jim Wills and his attorney presented the site plan to the board. Acker and Oberle moved and seconded to approve the plan subject to the Vierbicher Associates, Inc. letter of June 2, 2006, the letter from the applicant which listed the voluntary restricts on usage, the holding tank agreement, applicant making improvements to Highway 14 as needed because of increase in traffic from this plan as determined by the

Department of Transportation, Town Engineer's and Town Attorney's review, that either an easement will be obtained from WK construction to remove vegetations as need to provide proper site distances or an approval from the Town Engineer for the placement of the driveway, and the understanding that any signage that is lit (internally or externally) will need Town approval. Motion passed.

13. **Liquor, Tobacco, Dance Hall and Operator License Renewals – 2006/2007.**
Breunig and Irvine moved and seconded to approve the license renewals. Motion passed.

Permits for Outdoor Concerts – Warehouse Stage

Breunig and Acker moved and seconded to approve the outdoor events subject to: no events after July 22 without additional approval, a minimum of 8 security personal on duty outdoors, sufficient toilet facilities for the event, no parking along Highway 14, times and dates as Listed below. Motion passed.

Every Sunday 3pm - 7pm.

June 24 2pm - 8pm

July 22 2pm - 8pm

14. **Joshua's Crossing, Modification to Preliminary Site Plan – Use of Joint Wells.**

Joe Kuhn stated that the cost to provide a community well for the Joshua's Crossing is greater than expected and he now wishes to provide joint wells, one per four or five homes, and have them still go to the deeper "Mt. Simon" aquifer. These would be tested by the neighborhood association on an annual basis. His engineering firm will do hydrological modeling to show potential impact on the Refuse Hideaway and neighboring wells. This evaluation will be sent to the EPA & DNR for comment. The Board agreed that the Plan Commission should review this on July 12 and the Board would have an additional Public hearing on July 24.

20. **Update on American Transmission Co.'s Plans for High Voltage Lines within the Town.**

The Board directed the Administrator to re-issue the letter to ATC and to re-post it on the web.

16. **Action on Parks Commission Request.**

Supervisor Whitney reported to the board on the discussions the Parks Commissions have had regarding allowing dogs in parks and the concept of having a "Park Ranger", similar to those in Madison. The Board responded that they would like to see some specific proposals from the Parks Commission on this and that they are generally in favor of not allowing dogs in parks.

17. **Amendment of Ordinance requiring Asphalt for three feet of driveway adjoining the roadway.**

Neither Zubella nor Shaw had made edits to this amendment.

18. **Ordinance regarding Proper use of Town Dumpsters for Vegetation / Recyclables / Trash.**

Shaw reported that after re-reading current ordinances, he does not feel there needs to be any additions to the existing rules.

19. **Amendments to Town's Noise Ordinance.**

Shaw requested that this item be deferred.

21. **Engineer's Report & Action on Recommendations**

Zubella had nothing to report.

22. Attorney's Report & Action on Recommendations

Voss reported on the new law regarding impact fees and will obtain a opinion from an attorney knowledgeable about impact fees.

23. Approval of Hiring Deputy Clerk (new position)

Irvine and Breunig moved and seconded to approve hiring Sara Ludtke at an annual salary of \$ 42,000, starting with 10 days vacation and incrementing one day of vacation per year of employment for the first five years. Motion passed.

24. Board Member Reports

Oberle reported that he had found a source to do roadside herbicide application for \$1500 per day.

Irvine reported on the Town's finances.

Breunig and Acker reported on work they have done towards getting bids to design the Public Safety Building and would like this item on the next agenda.

25. Administrator / Clerk Report and Action Requests

a. Check and Voucher Approval

Irvine and Acker moved and seconded to approve checks numbered 18862 through 18898. Motion passed.

b. Correspondence / Communications.

i. Statewide Voter Registration System: Dane County no longer able to act as "Provider" to Town of Middleton.

Shaw reported that Dane County feels they are no longer able to act as "Provider" to Town of Middleton and other larger municipalities.

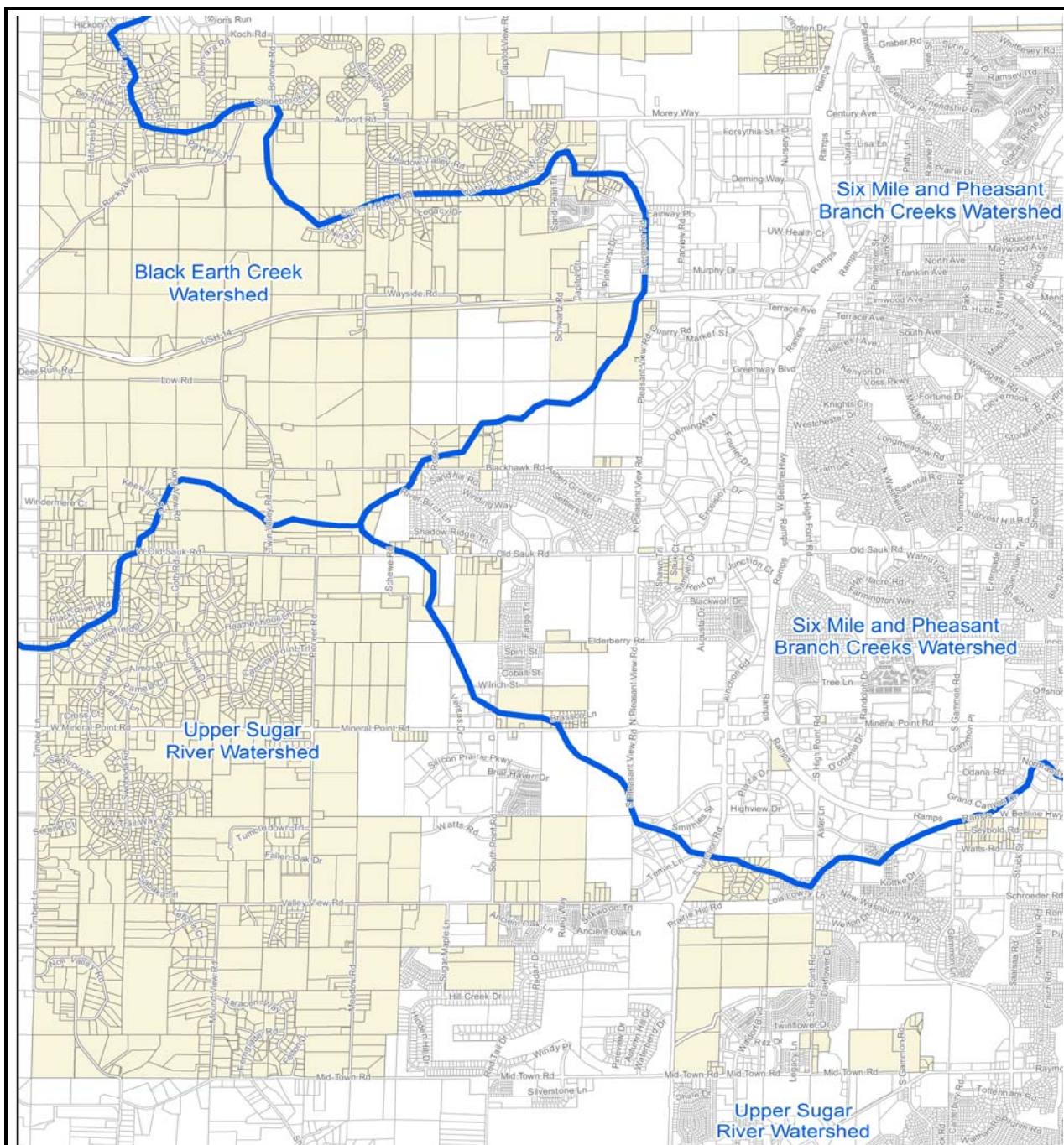
c. Report on Activities

26. Adjourn

Irvine and Acker moved and seconded to adjourn. Motion passed at 1:48

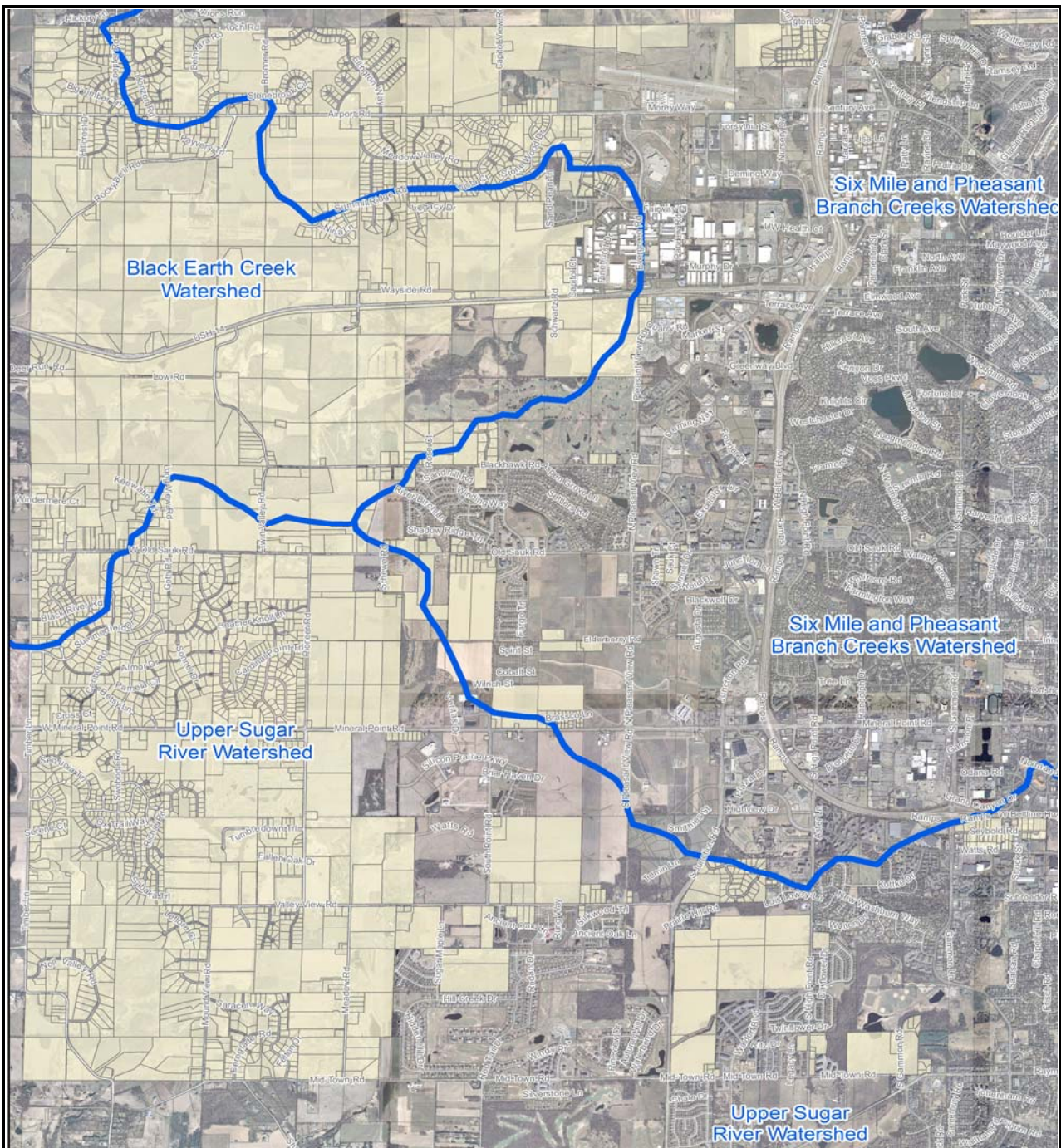
These minutes were approved at the Board meeting of July 10, 2006

3.1 Location Map



Yellow Shaded Area is Town of Middleton

3.2 Aerial Map



Yellow Shaded Area is Town of Middleton

Figure 3.2 - Aerial Map

Project Name: Town of Middleton Stormwater Master Plan Update
Project Location: Town of Middleton, Wisconsin

3.3 USGS Quad Map

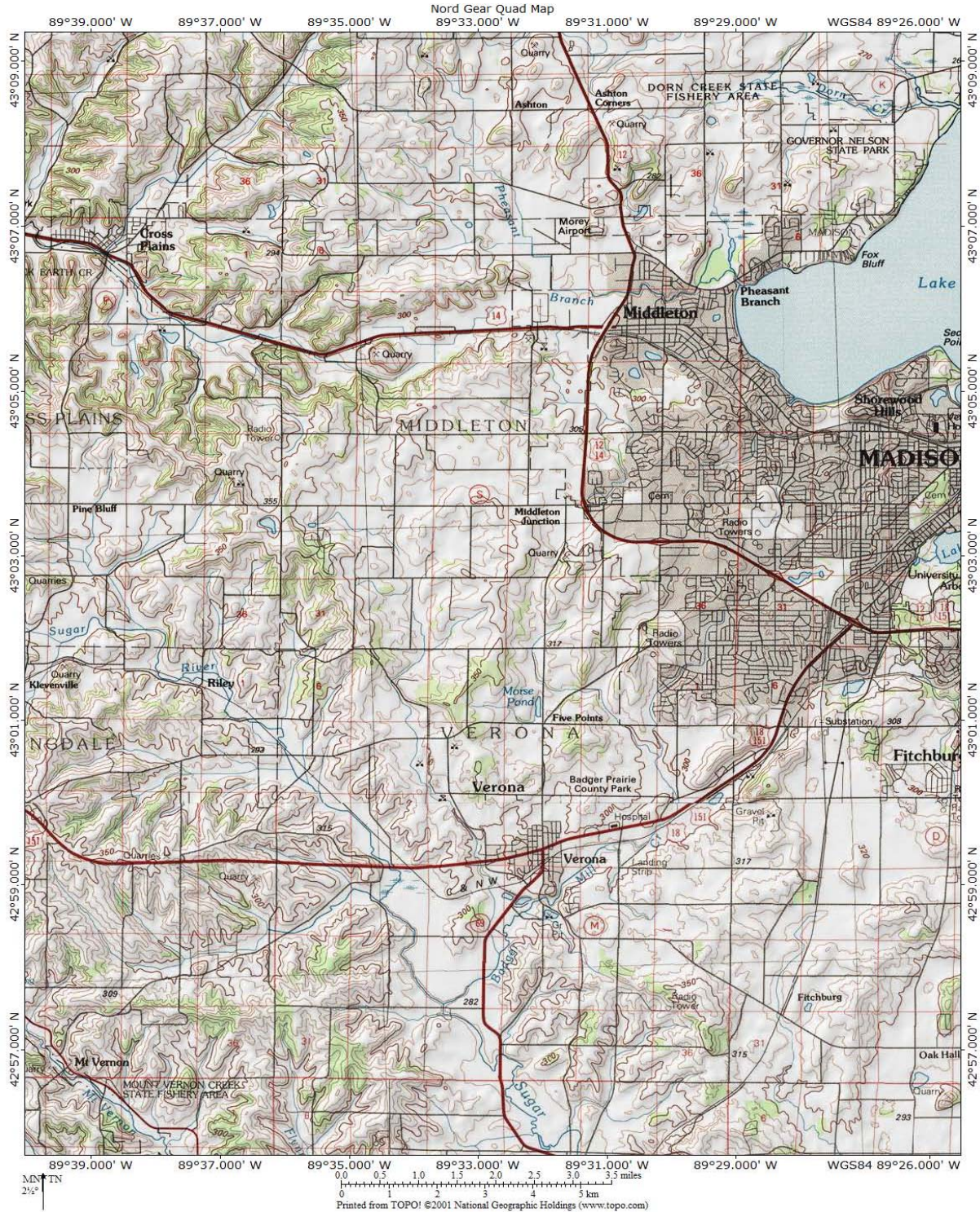


Figure 3.3 - USGS Quadrangle Map

Project Name: Town of Middleton Stormwater Master Plan Update

Project Location: Town of Middleton, Wisconsin

4 Town of Middleton Comprehensive Plan

Natural gas service to the Town is provided by Madison Gas and Electric. There are still some areas within the Town not served by natural gas and who rely on propane. The Dane County Sheriff's Department portion of the Town Hall currently relies on propane, while the remainder of the Town Hall is served by natural gas. The Town may wish to consider encouraging the extension of natural gas service to these areas.

The Town should investigate the feasibility of providing for and utilizing alternative energy sources to meet the needs of Town residents. Such alternative sources of energy may include, but are not necessarily limited to, solar, wind, geothermal, and biomass (ethanol, biodiesel, landfill gas and others).

D-5: Solid Waste Disposal and Recycling

A private waste disposal company provides weekly solid waste and recycling service to the Town. The Town provides brush pick-up service. A drop-off location for non-woody yard waste is located at the Town Hall.

The Dane County compost site nearest the Town of Middleton is located adjacent to the old landfill at Badger Prairie Park in Verona.

There are no active landfills located within the Town. Two known former landfill sites are located within the Town boundaries. The first is the Refuse Hideaway landfill, located at 7562 U.S. Highway 14. A second former landfill is located on the north side of Old Sauk Road, just east of Pope Farm Park, in the area that will eventually be annexed to the City of Madison as part of the Cooperative Boundary Agreement. It is believed that only agricultural and construction waste was dumped at the site.

D-6: Stormwater Management Facilities

The Town of Middleton is located within portions of three major drainage basins (watersheds). The northern and eastern portions of the Town are located in the Lake Mendota watershed. In this watershed, runoff from the Town drains to the Pheasant Branch Creek and into Lake Mendota, then to the Yahara River before reaching the Rock River. The northwestern portion of the Town is located in the Black Earth Creek Watershed, which drains to the Wisconsin River. The southern and southwestern portions of the Town are located in the Upper Sugar River Watershed, which eventually drains to the Rock River. For a map of the approximate watershed boundaries within the Town, refer to Figure E.1 in Appendix E.

Most of the stormwater in the Town is conveyed by grass swales and/or drainways that discharge directly or indirectly to Pheasant Branch Creek, Black Earth Creek, and the Upper Sugar River.

There are approximately sixty-seven (67) detention basins¹, including known landscape ponds, in the Town. Some have a permanent pool of water (wet basins) and some only experience standing water during and immediately after storm events (dry basins). Some detention basins include infiltration areas, which are designed to infiltrate/evaporate standing water after a storm event -- generally within three days. The Town has developed a Stormwater GIS (Geographic or Geospatial Information System) which includes the locations of all detention basins within the Town, both privately-owned and Town-owned.

There are four areas within the Town which have had reported problems with flooding. These areas are located as follows:

1. Sabaka Trail – Swale north of Sabaka Trail between Mathias Way and Vickiann Street.
2. Seybold Road – Conveyance along street shoulders and around buildings.
3. Tumbledown Golf Course Area – Between Mineral Point Road and Pioneer Road.
4. Goth Road – South of Old Sauk Road.

There are three areas within the Town which have had a history of reported problems with erosion. These areas are located as follows:

1. Twin Valley Road – Erosion in roadside swales between Old Sauk Road and Low Road.
2. Applewood – Erosion in the park and along the roads in this development.
3. Prairie Home Estates Drainway – East of Ellington Way.

There are four areas within the Town which are being considered for stormwater retrofits to help existing flooding and erosion issues. These areas are located as follows:

1. Lots 17, 18, and 25 Cherrywood Acres/Outlots 5 and 7 Sauk Point Estates.
2. Outlot 1 and Lot 2 of Sauk Point Estates – Adjacent to Mineral Point Road.
3. Swoboda Road Wet Detention basin – Retrofit possibility.
4. Cherrywood Pond – Just northeast of Vickiann Street.

Per Wisconsin Pollutant Discharge Elimination System (WPDES) Permit #WI-S058416-2, the Town is required to give special attention to activities affecting the quality of stormwater discharges in the Black Earth Creek Watershed. Post-construction stormwater management for new facilities must incorporate infiltration to the maximum extent practicable.

For further information, refer to the Town of Middleton Stormwater Master Plan (March 2007).

¹ Detention ponds, also known as retention ponds, are temporary stormwater storage facilities that hold back the developed peak stormwater flow rate and release the predeveloped flow rate by means of an outlet structure or spillway.

5 Town of Middleton Erosion Control and Stormwater Management Ordinances

CHAPTER 3

Erosion and Storm Water Runoff Control

Section 10-3-1	Title
Section 10-3-3	Finding and Declaration of Purpose
Section 10-3-3	General Provisions
Section 10-3-4	Definitions
Section 10-3-5	Land-Disturbing Activities Subject to Erosion, Sediment, On-Site Detention and Runoff Control
Section 10-3-6	Erosion and Sedimentation Control Regulations for Any Lands Whether Otherwise Subject to this Chapter or Not
Section 10-3-7	Standards and Criteria
Section 10-3-8	Application and Issuance of Permits
Section 10-3-9	Violations and Penalties
Section 10-3-10	Appeals

SECTION 10-3-1 TITLE.

This Chapter shall be known, cited and referred to as the "Erosion and Storm Water Runoff Control Ordinance".

SECTION 10-3-2 FINDING AND DECLARATION OF PURPOSE.

The Town finds that urbanizing land uses have accelerated the process of soil erosion, runoff and sediment deposition in the waters of the Town of Middleton. Therefore, it is declared to be the purpose of this Chapter to control and prevent soil erosion and minimize storm water runoff increases and thereby to preserve the natural resources, control floods and prevent impairment of dams and reservoirs, protect the quality of public waters, protect wildlife, protect the tax base and protect and promote the health, safety and general welfare of the people of the Town of Middleton.

SECTION 10-3-3 GENERAL PROVISIONS.

- (a) **Applicability.** This Chapter applies to the use of lands within the incorporated boundaries of the Town of Middleton.
- (b) **Severability of Provisions.** If any section, provision or portion of this Chapter is judged unconstitutional or invalid by a court, the remainder of this Chapter shall not be affected.
- (c) **Performance Time Requirement.** All action required in this Chapter shall be conducted as soon as possible as determined by the Administrative Authority.

SECTION 10-3-4

DEFINITIONS.

For the purposes of this Chapter, certain words used herein are defined as follows:

- (a) **Administrative Authority.** Means the governmental employee designated by the Town Board to administer this Chapter and includes any other governmental employees who are supervised by the said administrator, for the implementation and enforcement of this Chapter.
- (b) **Agricultural Land Uses.** Means alterations or disturbances of the land used for the production of food and fiber.
- (c) **Cease and Desist Order.** Is a means of giving notice to the permittee or violator that the Administrative Authority believes that the permittee or violator has violated one (1) or more provisions of this Chapter. Notice is given by posting upon the lands where the disturbing activity occurs, one (1) or more copies of a poster so stating the violation by mailing a copy of this poster by certified mail to the permittee or violator at the address shown on the permit or to the violator at any address of record.
- (d) **Town.** Means the Town of Middleton Town Board.
- (e) **Control Plan (Erosion and Sediment Control Plan and Runoff Control Plan).** Is a plan approved by the Administrative Authority, of methods for controlling soil erosion, surface water runoff and sediment deposition caused by or resulting from land-disturbing activities.
- (f) **Detention Storage.** Is the temporary detaining or storage of storm water in reservoirs, under predetermined and controlled conditions, with the rate of discharge therefrom regulated by installed devices.
- (g) **Erosion (Soil Erosion).** Is the detachment and movement of soil or rock fragments by water, wind, ice or gravity.
- (h) **Existing Grade.** Means the vertical location of the existing ground surface prior to excavating or filling.
- (i) **Grading.** Is altering the elevation of the land surface by stripping, excavating, filling, stockpiling of solid materials or any combination thereof and shall include the land from which the material was removed or upon which it was placed.
- (j) **Land-Disturbing Activities or Uses.** Any land changes which may result in soil erosion, sedimentation and/or the increase in runoff, including but not limited to, filling, removal of ground cover, grading, excavating and filling of land, except that the term shall not include such minor land-disturbing activities as home gardens and repair and maintenance of private roads. Additionally, this term does not include agricultural land uses and wildlife plantings.
- (k) **Land In Its Natural Undeveloped State.** Shall mean land that has runoff characteristics equivalent with a maximum Runoff Curve Number of sixty-eight (68), as used in the runoff methodology promulgated by the United States Soil Conservation Service National Engineering Handbook.

- (l) **Land Treatment Measures.** Structural or vegetative practices, or combinations of both, used to control erosion and sediment production, including areas to be protected by fencing.
- (m) **Peak Flow.** The maximum rate of flow of water at a given point in a channel, watercourse or conduit resulting from a predetermined storm or flood.
- (n) **Public Lands.** All government owned lands which are subject to regulation by the Town; including but not limited to:
 - (1) All lands owned or controlled by the Town;
 - (2) All lands owned by another unit of government.
- (o) **Runoff.** The portion of rainfall, melted snow or irrigation water that flows across the ground surface.
- (p) **Sediment.** Solid material, both mineral and organic, that is in suspension, is being transported or has been moved from its site of origin by air, water or ice and has come to rest on the earth's surface at a different site.
- (q) **Sedimentation.** The transportation and deposition of sediment.
- (r) **Soil Loss.** Soil moved from a given site because of land-disturbing activities or by the forces of erosion and redeposited at another site on land or in a body of water.
- (s) **Storm Water Runoff.** The portion of rainfall that reaches a stream, lake, channel, storm sewer, street or other improvement during or soon after a storm.
- (t) **Structural Measures.** Works of improvement for land stabilization to prevent erosion, sediment or runoff.
- (u) **Storm Frequency.** The average period of time which a storm of a given duration and intensity can be expected to be equaled or exceeded.

SECTION 10-3-5 LAND-DISTURBING ACTIVITIES SUBJECT TO EROSION, SEDIMENT, ON-SITE DETENTION AND RUNOFF CONTROL.

- (a) **General Requirement.** Any owner, occupant or user who undertakes, commences or performs land-disturbing activities; or who permits another person to do the same, on land subject to this Section, shall be subject to this Chapter.
- (b) **Land-Disturbing Activities Subject to Erosion and Sediment Control.** Activities on public lands and on all private lands shall be subject to this Ordinance if:
 - (1) An area of four thousand (4,000) square feet or greater will be disturbed resulting in the loss or removal of protective ground cover or vegetation.
 - (2) Excavation, fill, or any combination thereof, will exceed four hundred (400) cubic yards.
 - (3) Any public (federal, state or local) street, road or highway is to be constructed,

enlarged, relocated or substantial reconstructed.

- (4) Any use by a unit of government or by public or private utilities in which underground pipe or facilities will be laid, repaired, replaced or enlarged for a distance over three hundred (300) feet.
- (5) There is a subdivision of land as defined in the Subdivision Regulations of the Town of Middleton.

(c) Land Disturbing Activities Subject to On-Site Detention and Runoff Control.

Activities on public lands and on all private lands shall be subject to this Chapter if:

- (1) Development results in the cumulative addition of 20,000 square feet of impervious surface to the site.
- (2) New agricultural buildings are constructed and the new total impervious surface area exceeds 20,000 square feet.
- (3) The development requires a subdivision plat
- (4) Commercial or industrial development requires a certified survey map.
- (5) Redevelopment exceeds 4000 square feet of land disturbance where site is predominantly developed to commercial, industrial, institutional, or multifamily residential uses.
- (6) Other development or redevelopment may have significant downstream impacts as determined by

- (d) **Compliance With This Section.** The owner, occupant or user shall be in compliance with this Section if the procedure of section 10-4-8 is followed.

**SECTION 10-3-6 EROSION AND SEDIMENTATION CONTROL
REGULATIONS FOR ANY LANDS WHETHER
OTHERWISE SUBJECT TO THIS CHAPTER OR NOT.**

Any person, firm or corporation who causes or permits erosion, sediment deposits, tracking or dropping of dirt on adjacent land, public streets or bodies of water from any land, whether otherwise subject to this Chapter or not, shall be deemed in violation of this Chapter and subject to the penalties provided in Section 10-4-9.

SECTION 10-3-7 STANDARDS AND CRITERIA.

- (a) **Standard for Erosion and Sediment Control for Land-Disturbing Activities.** Plans will not be approved nor permits issued unless erosion and sedimentation leaving the site during and after the land disturbance will not exceed that which would have eroded if the land had been left in its undisturbed state and/or are controlled in accordance with established procedures, including but not limited to, "Minimizing Erosion in Urbanizing Areas" or other technical guidelines as developed by the Dane County Soil and Water Conservation District in cooperation with the U.S. Department of Agriculture, Soil

Conservation Service.

- (b) **Standards for On-Site Detention and Runoff control for Land-Disturbing Activities.** Activities subject to on-site detention and runoff control regulation under this Chapter shall comply with the following standards:

- (1) The peak runoff rate after the proposed activities shall not be greater than the peak rate which would have resulted from the same storm event occurring over the site with the land in its natural undeveloped condition for storms of twenty-four (24) hours duration and recurrence intervals of two (2), five (5), ten (10), twenty-five (25), fifty (50) and one hundred (100) years.
- (2) Determination of on-site detention volumes shall be computed by established procedures equivalent to and calibrated against that procedure promulgated by the United States Soil conservation service in its National Engineering Handbook or the technical publication entitled, "Urban Hydrology for Small Watershed, TR-55", and accepted by the Town Engineer.

- (c) **Standard for Tracking.** For plan approval and issuance of a permit there must be adequate provisions to prevent the tracking or dropping of dirt or other materials from the site onto any public street or right-of-way.

- (d) **Design Criteria Engineering Standards and General Principals.**

- (1) The applicant, for a permit, may employ structural or nonstructural measures necessary to achieve all applicable standards set out in this ordinance. However, these measures accepted design criteria and engineering standards.
- (2) The following general principles shall be used when evaluating control plans and granting permits under this Chapter.
 - a. The smallest area of land shall be exposed for the shortest period of any given time during development.
 - b. The rough grading of the lot shall include backfilling the basement and all excess earth shall be hauled off the lot.
 - c. Accommodation of the increased runoff caused by changed soil and surface conditions during and after development.
 - d. Permanent, final plant covering or structures shall be installed prior to final acceptance.
 - e. The plan of development shall relate to the topography and soils of the site so that the lowest potential for erosion is created.
 - f. Natural plant covering shall be retained and protected and shall be deemed a dominating factor in developing the site and temporary vegetation, mulching or other cover shall be used to protect the area exposed during the land-disturbing activity.

SECTION 10-3-8

APPLICATION AND ISSUANCE OF PERMITS.

(a) **Permit Required; Procedure and Fee.**

- (1) Unless specifically excluded by this Chapter, no owner, occupant or user may undertake an activity subject to this Chapter without receiving a permit. Each owner, occupant or user desiring to undertake a regulated activity subject to this Chapter shall submit an application for a permit together with the appropriate fee. The permit fee shall be One Hundred (\$100) Dollars per lot plus reimburse the Town for the actual costs sustained, for administration of this Chapter.
- (2) Exceptions to this requirement are as follows:
 - a. No permit fee shall be assessed against public lands unless those public lands are being developed for private purposes.
 - b. The Town may enter into an agreement with public or private utilities and governmental agencies to waive the need for a permit for each individual activity, if they will agree to follow this Chapter.

(b) **Control Plan Required.**

- (1) Unless specifically exempted by this Chapter, every applicant for a permit shall submit a plan to control erosion, sedimentation and runoff that would result from the proposed activity.
- (2) Permit applicants are exempted from the requirement of the submission of a control plan if the proposed activity is on one quarter (1/4) acre or less of land, and the permit devices to implement all the control techniques which are necessary to meet all the applicable standards in Section 10-3-7 of this Ordinance.

(c) **Contents of the Control Plan.** The Control Plan required by Section 10-3-8(b) shall contain such information as needed to determine soil erosion, sedimentation and runoff control:

- (1) A map of the site location showing the location of the predominant soil types.
- (2) A topographic map of the site location, including the contiguous properties, existing drainage patterns and watercourses affected by the proposed development of the site and the existing vegetative cover.
- (3) A plan of the site showing:
 - a. Name, address and telephone number of the occupant and party responsible for maintaining erosion control.

- b. Limits of natural floodplain(s), based on a one hundred (100) year flood, if any.
- c. A timing schedule indicating the anticipated starting and completion dates of the development sequence.
- d. Proposed topography of the site location with a maximum of two (2) foot contour intervals showing:
 - 1. Location of activity, disturbance of protective cover, any additional structure on the site, areas to be seeded or mulched, areas to be vegetatively stabilized and areas to be left undisturbed.
 - 2. Elevations, dimensions, location of all activities including where topsoil will be stockpiled.
 - 3. The finished grade, stated in feet horizontal to feet vertical, of cut and fill slopes.
 - 4. Kinds of utilities and areas of installation, including special erosion control practices for utility installation.
 - 5. Paved and covered areas in square feet or to scale on a plan map.
 - 6. Makeup of surface soil (upper six (6) inches) on areas not covered by buildings, structures or pavement.
 - 7. Kind of cover on areas not covered by buildings, structures or pavement.
- e. Plans and hydraulic computations for all structural or nonstructural measures or other protective devices to be constructed in connection with the proposed work showing:
 - 1. Estimated rate of discharge in cubic feet per second at all structural or nonstructural measures and at the point of discharge from the site location for the two (2) through one hundred (100) year frequency storm event after development.
 - 2. Estimated rate of discharge in cubic feet per second from the site for the two (2) through one hundred (100) year frequency storm event prior to development.
 - 3. Provisions to carry runoff to the nearest adequate outlet.
 - 4. Design computations and applicable assumptions for all structural measures for erosion and sediment pollution control and water management. Volume and velocity of flow must be given for all surface water conveyance measures and pipe outfalls.
 - 5. Provisions for perpetual maintenance of control facilities including easements.
 - 6. Seeding mixtures and rates, lime and fertilizer application rates and

kind and quantity of mulching for both temporary and permanent vegetative control measures.

- (4) Methods to prevent tracking of soil off the site of activity.

(d) **Review of Application.**

- (1) The Administrative Authority shall review all permit applications accompanied by the control plan, if required, and the appropriate fee and shall determine if measures are adequate to meet all the applicable standards as set out in Section 10-3-7. The determination shall be done within ten (10) work days from the receipt. The applicant will be informed in writing whether the control plan is approved, disapproved and modified or if additional information is required. Failure to render a written decision within ten (10) workdays shall be deemed to mean approval of the plan, as submitted and the applicant may proceed as if a permit has been issued.
- (2) In the event that the plan is disapproved, and the applicant may resubmit a new control plan or may appeal the Administrative Authority's decision as provided in Section 10-3-11. No additional permit fee is required.

(e) **Permit; Conditions.** All permits under this Chapter shall be issued subject to the following conditions and requirements:

- (1) All land disturbances will be done pursuant to the approved control plan.
- (2) The permittee gives two (2) working days notice in advance of the start of any activity.
- (3) The permittee shall file a notice within ten (10) days after completion of land-disturbing activities.
- (4) Approval in writing must be obtained prior to any modifications to the approved control plan.
- (5) The permittee shall be responsible for maintaining all proposed public roads, road right-of-ways, streets, runoff and drainage facilities and drainage ways as specified in the approved plan until they are accepted and become the responsibility of the Town.
- (6) The permittee shall be responsible, at permittee's expense, for repairing any damage to all adjoining surfaces and drainage ways caused by runoff and/or sedimentation resulting from permittee's activities.
- (7) The permittee shall provide and install at permittee's expense all drainage, runoff control and erosion control improvements as required by this Chapter and the approved control plan and shall provide perpetual maintenance on all these private control facilities.
- (8) No portion of the land which is disturbed will be allowed to remain uncovered for greater than two (2) weeks after notice is given that the activity is completed.
- (9) The permittee agrees to permit the Administrative Authority to enter onto the

land regulated under this Chapter for the purpose of inspecting for compliance with the approved control plan and permit.

- (10) The permittee authorizes the administrative Authority to perform any work or operations necessary to bring the condition of the lands into conformity with the approved control plan and further consents to the Town collecting the total of the costs and expenses of such work and operating as a special charge against the property for current services rendered as provided by law.

- (f) **Permit Duration.** Permits issued under this Chapter shall be valid for a period of six (6) months from the date of issuance. The Administrative Authority is authorized to extend the expiration date of the permit. The Administrative Authority is authorized to modify the plans to prevent any increase in sedimentation, erosion or runoff resulting from any extension.

SECTION 10-3-9 VIOLATIONS AND PENALTIES

- (a) **General Penalty.** Unless otherwise provided, any person who shall violate any of the provisions of this Chapter shall, upon conviction of such violation, be subject to a penalty, which shall be as follows:
 - (1) **First Offense -- Penalty.** Any person who shall violate any provision of this Chapter shall, upon conviction thereof, forfeit not less than One Hundred Dollars (\$100.00) nor more than Five Hundred Dollars (\$500.00), together with the costs of prosecution and, in default of payment of such forfeiture and costs of prosecution, shall be imprisoned in the County Jail until such forfeiture and costs are paid, but not exceeding ninety (90) days.
 - (2) **Second or Subsequent Offense -- Penalty.** Any person found guilty of violating any provision of this Chapter who shall previously have been convicted of a violation of the same Ordinance within one (1) year shall, upon conviction thereof, forfeit not less than Two Hundred Fifty Dollars (\$250.00) nor more than One Thousand Dollars (\$1,000.00) for each such offense, together with costs of prosecution and, in default of payment of such forfeiture and costs of prosecution, shall be imprisoned in the County Jail until such forfeiture and costs of prosecution are paid, but not exceeding six (6) months.
 - (3) **Continued violations.** Each violation and each day a violation continues or occurs shall constitute a separate offense. Nothing in this Chapter shall preclude the Town from maintaining any appropriate action to prevent or remove a violation of any provision of this Code.
 - (4) **Other Remedies.** The Town shall have any and all other remedies afforded by the Wisconsin Statutes in addition to the forfeitures and costs

of prosecution above.

In any such action, the fact that a permit was issued shall not constitute a defense, nor shall any error, oversight or dereliction of duty on the part of the Building Inspector, or the Building Inspector's designee, or other Town officials constitute a defense.

- (b) **Enforcement by Injunction.** Compliance with the provisions of this Ordinance may also be enforced by injunction order at the suit of the Town of Middleton.
- (c) **Performance of Work by the Administrative Authority.** Where it is found that any of the provisions of this Chapter are not being observed on particular lands, the Administrative Authority is hereby authorized to require the owner, occupant or user to perform the work or land treatment measures within ten (10) working days and to order that if the owner, occupant or user fails to perform, the Administrative Authority may go on the land and bring the condition of said lands into conformity with the requirements of this Chapter and recover the costs and expenses thereof from the owner. In the event that the owner fails to pay the amount due, it shall be collected as a special charge for current services rendered upon the property as provided by law.

SECTION 10-3-10 APPEALS.

- (a) **Authority.** The Town Board shall:
 - (1) Hear and decide appeals where it is alleged that there is error in any order requirement, decision or determination made by the Administrative Authority in administering this Chapter.
 - (2) Authorize upon appeal in specific cases such variances from the terms of this Chapter as will not be contrary to the public interest; where owing to special conditions a literal enforcement of the provisions of this Chapter will result in unnecessary hardship, so that the spirit of this Chapter shall be observed, public safety and welfare secured and substantial justice done. Such variance may be granted to two (2) or more property owners, including governmental agencies that submit one (1) runoff control plan for two (2) or more parcels of land. In the event it is in the interest of the Town of Middleton to participate with another property owner(s) in a runoff control plan and contribute available storm water detention capacity, or construct storm water detention on Town lands, the other participant(s), shall reimburse the Town an amount equal to the value of the Town lands used but not less than the fair market value of unimproved lands plus the estimated construction cost of the detention capacity that would have been required of the other participant(s) to serve their lands in order to comply with this Chapter.
- (b) **Procedure.** The rules, procedures, duties and powers of the Town Board shall apply to appeals under this Chapter.
- (c) **Who May Appeal.** Appeals may be taken by any person, firm or corporation aggrieved or by an officer, department, board or commission of the Town of Middleton affected by the order, requirement, decision or determination made by the

Administrative Authority. For the purpose of this Chapter, "aggrieved person" shall include applicants and property owners who own land that is subject to the Chapter.

6 Town of Middleton 2015 Adopted Budget



2015 Adopted Budget

Town of Middleton 2015 Adopted Budget

	General	Debt Service	Capitol	Park	Total
Estimated Beginning Balance 1/1/15	\$ 2,732,549	\$ -	\$ 1,310,738	\$ 1,364,768	\$ 5,408,055
REVENUES					
Local Property Tax	\$ 1,757,385	\$ 870,884	\$ 220,249	\$ -	\$ 2,848,518
Intergovernmental Revenue	\$ 456,433	\$ -	\$ 72,500	\$ -	\$ 528,933
Charges for Services	\$ 332,680	\$ -	\$ -	\$ -	\$ 332,680
Fines and Penalties	\$ 11,000	\$ -	\$ -	\$ -	\$ 11,000
Miscellaneous	\$ 201,160	\$ 6,158	\$ 1,000	\$ 5,000	\$ 213,318
Licenses/Permits	\$ 149,000	\$ -	\$ -	\$ -	\$ 149,000
Other Tax	\$ 8,900	\$ -	\$ -	\$ 20,000	\$ 28,900
Total Revenues	<u>\$ 2,916,558</u>	<u>\$ 877,042</u>	<u>\$ 293,749</u>	<u>\$ 25,000</u>	<u>\$ 4,112,349</u>
EXPENSES					
General Government	\$ 531,808	\$ -	\$ 6,250	\$ -	\$ 538,058
Public Safety	\$ 818,145	\$ -	\$ 33,463	\$ -	\$ 851,608
Public Works	\$ 534,333	\$ -	\$ 10,000	\$ -	\$ 544,333
Conservation & Development	\$ 37,480	\$ -	\$ -	\$ -	\$ 37,480
Road Maintenance	\$ 817,329	\$ -	\$ 320,520	\$ -	\$ 1,137,849
Recreation	\$ 190,311	\$ -	\$ 10,500	\$ 145,581	\$ 346,392
Debt Service	\$ -	\$ 877,042	\$ -	\$ -	\$ 877,042
Total Expenses	<u>\$ 2,929,406</u>	<u>\$ 877,042</u>	<u>\$ 380,733</u>	<u>\$ 145,581</u>	<u>\$ 4,332,762</u>
Other Sources:					
Money From Designated Funds	\$ 552,923	\$ -	\$ 218,984	\$ 120,581	\$ 892,488
Money To Designated Funds	\$ 540,075	\$ -	\$ 132,000	\$ -	\$ 672,075
Estimated Ending Balance 12/31/15	<u>\$ 2,719,701</u>	<u>\$ -</u>	<u>\$ 1,223,754</u>	<u>\$ 1,244,187</u>	<u>\$ 5,187,642</u>

TOWN OF MIDDLETOWN
2015 Adopted Budget Worksheet
Revenues - All Classes

Local Property Tax

00001	General Property Taxes	\$	2,848,518.00
	*Taxes - General Fund	\$	1,757,385.00
	*Taxes - Capital Fund	\$	220,249.00
	*Taxes - Debt Fund	\$	870,884.00

Total Local Property Tax	\$	2,848,518.00
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Other Tax

00002	Forest Crop/Manag ForestLnd	\$	400.00
00003	Other Taxes	\$	-
00004	Room Tax - General	\$	8,500.00
00004	Room Tax - Park	\$	20,000.00

Total Other Tax	\$	28,900.00
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Intergovernmental Rev

00005	State Shared Revenues	\$	152,288.00
00006	Fire Insurance 2%	\$	38,958.00
00007	State Transportation Aid	\$	249,687.00
00008	State Road Aids	\$	72,500.00
	*Bridge Aid - Valley Woods - CAPITAL	\$	22,500.00
	*Bridge Aid - Pioneer/Valley View - CAPITAL	\$	29,000.00
	*Bridge Aid - Rocky Dell/Payvery - CAPITAL	\$	21,000.00
00009	State Grant - Recycling	\$	14,000.00
00010	WI Exempt Computer Aid	\$	1,500.00
00011	State Grant - Other	\$	-
00012	County Grant - Other	\$	-

Total Intergovernmental Rev	\$	528,933.00
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Licenses/Permits

00013	Cable Franchise Fees	\$	60,000.00
00014	Liquor, Beer, Cig Licenses	\$	2,500.00
00015	Dog License Fees Town Income	\$	5,000.00
00016	Building Permits	\$	80,000.00
00017	Excavation Permit Fees	\$	1,500.00

Total Licenses/Permits	\$	149,000.00
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Fines and Penalties

00018	Municipal Court Fines	\$	11,000.00
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Total Fines and Penalties	\$	11,000.00
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TOWN OF MIDDLETON
2015 Adopted Budget Worksheet
General Government - All Classes

00042	Assessor Sal/Contract	\$ 28,000.00
00043	Assessor Expenses	\$ 725.00
	*Postage	\$ 100.00
	*Supplies	\$ 100.00
	*Viewing software - Marketdrive for website	\$ 525.00
00044	Association Dues	\$ 5,390.00
	*WMCA (Wisconsin Municipal Clerks Association)	\$ 100.00
	*MTAW (Municipal Treasurer's Association of Wisconsin)	\$ 100.00
	*IIMC (International Institute of Municipal Clerks)	\$ 230.00
	*WTA (Wisconsin Towns Association)	\$ 850.00
	*DCTA (Dane County Towns Association)	\$ 2,500.00
	*UTA (Urban Towns Association)	\$ 1,505.00
	*Middleton Chamber of Commerce	\$ 60.00
	*Rural Mutual (part of insurance bill)	\$ 45.00
00045	Auditor	\$ 13,000.00
00046	Bank Charges	\$ 1,500.00
	*\$125 x 12	
00047	Board Expenses	\$ 500.00
00048	Board Salaries	\$ 33,500.00
00049	Election Expenses	\$ 2,350.00
	*2 elections (food, etc) (\$500 x 2)	\$ 1,000.00
	*ES&S contract	\$ 350.00
	*Supplies	\$ 1,000.00
00050	Election Wages	\$ 5,000.00
	*2 elections (\$2500 x 2)	
00051	Legal Expenses	\$ 60,000.00
00052	Payroll Expense	\$ 2,500.00
00053	Office Salaries	\$ 270,000.00
00054	Office Training/Mileage	\$ 14,000.00
	*Maintenance of Car	\$ 3,500.00
	*Training	\$ 8,000.00
	*Mileage	\$ 2,500.00
00055	Telephone/Internet	\$ 9,000.00
	*Internet (\$85x12)	\$ 1,020.00
	*Cell Phones (David & Sara)	\$ 1,200.00
	*Hosted VOIP (\$565x12)	\$ 6,780.00

Town of Middleton
2015 Adopted Budget Worksheet
Public Safety - All Classes

00066	Sheriff Dept Contract	\$ 220,000.00
00067	Sheriff Dept Fuel/Supplies	\$ 8,000.00
00068	Sheriff - Telephone	\$ 600.00
00069	Ordinance Prosecution Fees	\$ 3,000.00
00070	Municipal Court	\$ 10,000.00
00071	Fire Protection	\$ 333,383.00
	*General Operating	\$ 299,920.00
FUND	*Storage Shed	\$ 18,583.00
FUND	*Capital Contributions	\$ 14,880.00
00072	EMS	\$ 187,000.00
00073	Emergency Management	\$ 1,000.00
00074	Building Inspection	\$ 78,425.00
	Salary/Benefits	\$ 73,000.00
	Backup	\$ 3,000.00
	Supplies	\$ 1,200.00
	Training	\$ 500.00
	Telephone	\$ 725.00
00075	Weed Control	\$ 500.00
00076	Sirens Utilities	\$ 1,400.00
00077	Radios - Dane County	\$ 8,300.00
Total Public Safety		\$ 851,608.00

Town of Middleton
2015 Adopted Budget Worksheet
Public Works - All Classes

00078	General Engineering	\$ 100,500.00
	GIS Analysis (6.a)	\$ 2,000.00
	GIS additional data collection (6.a)	\$ 2,000.00
	On-line GIS (6.b VAI) - CAPITAL	\$ 10,000.00
	Mapping (6.c)	\$ 5,000.00
	ATC Transmission Line (6.d)	\$ 5,000.00
	Miscellaneous Tasks (7.a)	\$ 60,000.00
	Developer/Applicant Paid Pass Through Engineering (7.b)	\$ 2,500.00
	Board Meeting attendance, etc. (7.c)	\$ 14,000.00
00079	Grant Applications	\$ 5,000.00
	(3.e)	\$ 5,000.00
00080	Street Lighting	\$ 4,800.00
	\$400 x 12	
00081	Street Lighting Billable	\$ 10,140.00
	Valley Woods (\$70 x 12)	\$ 840.00
	Cherrywood (\$775 x 12)	\$ 9,300.00
00082	Stormwater	\$ 53,893.00
	MAMSWaP/WPDES Permit (1.a)	\$ 6,750.00
	MAMSWaP	\$ 3,443.00
	Eastwood Storm Water	\$ 1,000.00
	TMDL Planning (1.b)	\$ 21,000.00
	Misc Stormwater (1.d)	\$ 5,000.00
	Applewood Erosion - (1.e)	\$ 1,000.00
	Yahara Wins (Rock River TMDL Pilot Program)	\$ 4,000.00
	Stormwater GIS (1.g)	\$ 2,000.00
	Stormwater Inspection (1.g)	\$ 4,700.00
	Stormwater Inspections - Town owned/maintained (1.h)	\$ 5,000.00
00083	Garbage Collection	\$ 198,000.00
00084	Bulk Pickup	\$ 25,000.00
00085	Yard Waste Program	\$ 5,000.00
00086	Chipping Labor	\$ 46,000.00
	(Same as 2014 budget until board says otherwise)	
00087	Recycling	\$ 96,000.00
Total Public Works		\$ 544,333.00

Town of Middleton
2015 Adopted Budget Worksheet
Conservation Development - All Classes

00088	Plan Commission Engineering	\$ 12,500.00
	General Planning	\$ 8,000.00
	Plan Commission Meetings (7.c)	\$ 4,500.00
00089	Plan Commission Per Diems	\$ 4,680.00
	\$360 x 13	
00090	Comp Plan Engineering	\$ 15,000.00
	Comprehensive Plan and Review and Update (3.b)	\$ 15,000.00
00091	Official Mapping	\$ 5,000.00
	Misc. Official Mapping	\$ 5,000.00
00092	Planning for Development/Training	\$ 300.00
00093	Fly Dane	\$ -
Total Conservation & Development		\$ 37,480.00

Town of Middleton
2015 Adopted Budget Worksheet
Roads - All Classes

00094	Highway Equipment Insurance	\$	5,000.00
00095	Crew - Sal/FICA/Benefits	\$	209,000.00
00096	Fuels, Oil, etc	\$	35,000.00
00097	Crew/Garage Expense	\$	18,163.00
	Emergency Help for snow removal	\$	5,000.00
	Safety Training (Alpha Terra)	\$	2,000.00
	Training - Crew	\$	500.00
	Misc Crew/Garage Expenses	\$	5,000.00
	Pumping - Septic/Tank	\$	500.00
	Mileage Reimbursement	\$	1,000.00
	Cell Phones	\$	1,560.00
	Storage Rack for Tailgate salters	\$	2,603.00
00098	Equipment Repairs	\$	32,000.00
	(Additional \$7,000 for tires for Tractor/plow truck)		
00099	Garage Heating & Elect	\$	4,000.00
00100	Equipment Purchases	\$	108,206.00
	Skidsteer Trade In	\$	1,250.00
	Skidsteer snow bucket	\$	1,414.00
	Front Carrier for plow truck "basket"	\$	1,000.00
	Sweeper Broom	\$	592.00
	Plow Blades	\$	3,200.00
	Plow Truck Chains	\$	750.00
FUND	Generators - CAPITAL	\$	100,000.00
00101	Street Signs	\$	25,000.00
FUND	2015 Annual Road Maintenance - Sign Replacement (2-c)	\$	25,000.00
00102	Road Maint Materials	\$	20,000.00
FUND	Misc Road Maint Materials	\$	5,000.00
	Shouldering Materials	\$	15,000.00
00103	Workman's Comp	\$	7,000.00
00104	Road Improvement Programs	\$	499,000.00
	Road Maint Engineering (2.b)	\$	5,000.00
	Updating 30 year plan (2.c)	\$	3,000.00
FUND	Crack Filling	\$	75,000.00
FUND	Sealcoating	\$	250,000.00
FUND	Pavement Striping	\$	18,000.00
	Sweeping of Roads	\$	3,000.00
	Culvert Replacements - Pioneer Road and Valley View Road - (1.f) - CAPITAL	\$	58,000.00
	Culvert Replacements - Rocky Dell Road (1.f) - CAPITAL	\$	42,000.00
	Wayside Road - CAPITAL	\$	40,000.00
	Tree Removal	\$	5,000.00

Town of Middleton
2015 Adopted Budget Worksheet
Recreation - General/Capital/Debt Classes

00109	Park Maintenance	\$ 45,531.00
	Cherrywood Acres Park	\$ 5,730.00
	*Seal parking lot	\$ 5,130.00
	*Crackfill parking lot	\$ 450.00
	*Line Painting	\$ 150.00
	Enchanted Valley Park	\$ 680.00
	*Crackfill parking lot & pathway	\$ 100.00
	*Seal parking lot	\$ 555.00
	*Line Painting	\$ 25.00
	Goth Conservancy	\$ 600.00
	*Grape Arbor Cost	\$ 600.00
	Hickory Woods Park	\$ 250.00
	*Replacement Tree	\$ 250.00
	Noll Valley	\$ 800.00
	*Tree Removal	\$ 800.00
	Pioneer Park	\$ 650.00
	*Crackfill parking lot by tennis courts	\$ 500.00
	*Line Painting parking lot by tennis courts	\$ 150.00
	Pope Farm Conservancy	\$ 4,900.00
	*Replace 3 interpretive signs	\$ 760.00
	*Two Signs for Interpretive garden	\$ 130.00
	*Tilling Gardens	\$ 100.00
	*Mulch	\$ 1,260.00
	*Repair trails, plant trees, replace plants, mulch	\$ 2,350.00
	*No mow grass to repair south moraine	\$ 300.00
	Settler's Prairie Park	\$ 20,421.00
	*Seal Ellington parking lot	\$ 8,526.00
	*Crackfill Ellington parking lot	\$ 1,500.00
	*Line Painting Ellington Parking lot	\$ 255.00
	*Seal Bergamot parking lot	\$ 7,245.00
	*Crackfill Bergamot parking lot	\$ 200.00
	*Line Painting Bergamot parking lot	\$ 195.00
	*Interseeding/Composting - Soccer Fields	\$ 2,500.00
	Tallard Park	\$ 1,500.00
	*Tree Removal	\$ 1,500.00
	Voss Park	\$ 2,000.00
	*Interseeding/Compost - Soccer Fields	\$ 2,000.00
	Conservancies	\$ 5,000.00
	Park Maintenance - Misc/Supplies/Etc.	\$ 3,000.00
00110	Park Port a Potties - Servicing	\$ 1,200.00
00111	Park Ranger Expenses	\$ 300.00
	Mileage/Misc	
00112	Park Ranger Wages	\$ 11,000.00
00113	Mowing Wages	\$ 15,000.00

Town of Middleton
2015 Adopted Budget Worksheet
Recreation - Development

00109	Park Maintenance/Development	\$ 114,431.42
	Cherrywood Forest	\$ 500.00
	*Explore Management Options/Development	\$ 500.00
	Goth Conservancy -	\$ 10,500.00
	*Property Line Survey (5.a VAI)	\$ 3,000.00
	*Tree Removal	\$ 4,000.00
	*Out of pocket expenses for planning expenses	\$ 1,000.00
	*Amplitheatre	\$ 2,500.00
	Noll Valley Conservancy	\$ 200.00
	*Shoe scraper	\$ 200.00
	Pioneer Park	\$ 60,688.42
	*Rubber Mulch	\$ 50,000.00
	*Reverse Osmosis system - water fountain	\$ 600.00
	*Remainder of parking lot cots	\$ 10,088.42
	Pope Farm Conservancy	\$ 21,365.00
	*Kruse-Pope Conservancy fence installed	\$ 19,880.00
	*1 new ADA picnic tables (CORP has it for 2)	\$ 985.00
	*Miscellaneous	\$ 500.00
	Settler's Prairie Park	\$ 9,315.00
	*Implementation of Management Plan	\$ 2,500.00
	*New Trees (3)	\$ 795.00
	*Compost/aerate/seed for baseball/soccer field area	\$ 6,020.00
	Spruce Hollow	\$ 1,000.00
	*Outlot 7 off of Bay Laurel Lane	\$ 1,000.00
	Summit Ridge Park	\$ 863.00
	*New Trees (3)	\$ 863.00
	Location to be determined - Develop skating rink	\$ 10,000.00
00116	Park - Vegetation Mgmt.	\$ 5,650.00
	Goth Conservancy	\$ 2,550.00
	Settler's Prairie Park	\$ 2,600.00
	Pope Farm Conservancy	\$ 500.00
00117	Parks Engineering Expenses	\$ 6,000.00
	Trails and Parks Inventory Updates and Park Fee Update (5.a VAI)	\$ 1,000.00
	Miscellaneous Small Parks and Trails Projects (5.c VAI)	\$ 5,000.00
00118	Park Maintenance Wages	\$ 12,000.00
		\$ -
00120	Trail Maintenance/Development	\$ 7,500.00
	Trail Signage - Trail Marker U Channel	\$ 800.00
	Trail Signage - True View trail markers	\$ 2,000.00
	Trail Signage - Labor to install	\$ 2,200.00
	Assess possibility to Link Caribou Road to Pheasant Point Woods (Connecting Shovelers Sink)	\$ 2,500.00
Total Recreation		\$ 145,581.42

Town of Middleton
2015 Adopted Budget Worksheet
Debt Service - All Funds

00124	Principal	\$ 699,378.00
	Pioneer Lands	\$ 154,378.00
	Build America Bond	\$ 205,000.00
	Firestation #2	\$ 75,000.00
	Firestation #1 & Road Work	\$ 265,000.00
00125	Interest Expense	\$ 177,664.00
	Pioneer Lands	\$ 17,599.00
	Build America Bond	\$ 25,968.00
	Firestation #2	\$ 63,966.00
	Firestation #1 & Road Work	\$ 70,131.00
Total Debt Service		\$ 877,042.00

Town of Middleton
2015 Adopted Budget Worksheet
Funds - All Funds

00126 Money To Funds	\$ 672,075.00
Fire District Capital Equipment Fund	\$ 50,000.00
Garage Expense Fund	\$ 50,000.00
Town Hall Building Maintenance	\$ 7,000.00
Storm Water	\$ 15,000.00
Office Equipment	\$ 10,000.00
Park Maintenance Fund	\$ 45,000.00
Road Maintenance Fund	\$ 492,475.00
West Precinct	\$ 2,600.00
00127 Money From Funds	\$ 892,488.42
Replace LD 135 Copier (Office Equipment Fund - Line 56 \$6,250)	\$ 5,000.00
Capital Contributions - Fire District Fund (Line 71 \$14,880.60)	\$ 14,881.00
Salt/Storage Shed (Line 107 \$80,520 Line 71 \$18,583)	\$ 99,103.00
Generator - Equipment Fund (Line 100 \$100,000)	\$ 50,000.00
From Capital Projects	\$ 50,000.00
Park Development/Enhancement (Income - Expenses in Development)	\$ 120,581.42
Park Maintenance Fund (\$189,070 expenses)	\$ 67,980.00
Road Maintenance Fund (\$842,251 expenses)	\$ 480,000.00
General Code - Carry over (Line 56 \$4,943)	\$ 4,943.00
Net Funds	<u>\$ (220,413.42)</u>

7 2015 Budget Recommendation Letter



July 8, 2014

Chairman and Members of the Town Board
Town of Middleton
7555 W Old Sauk Road
Verona, WI 53593

Re: 2015 Budget Recommendations
Town of Middleton

Dear Mr. Breunig and Town Board Members:

We were asked to summarize items that the Town could potentially include in its 2015 budget. This summary was completed with input from David Shaw, Sara Ludtke, and our staff. Some of these items have been discussed in the past and may not be priorities at this time. We are including those items here for information in the event the Board determines they should be a priority. In addition to preparing a list of items and related costs, we have also provided the reasons behind suggesting each item and the benefits that could be achieved by moving it forward.

1. Stormwater Projects

- a. MAMSWaP/WPDES Permit:** We will continue to represent the Town at MAMSWaP meetings and work with the Town on the Information and Education requirement of the permit. There are 12 locations that require annual dry weather inspections for the Illicit Discharge and Detection portion of the permit. We completed these inspections in 2013. These inspections will be completed every two years going forward, so funds need to be budgeted for the 2015 inspections unless Town staff completes this work. If we perform the inspections, the Town should budget \$750 for this work. The estimated cost for representing the Town at MAMSWaP meetings and work on the Information and Education requirements is \$2,000. Note that the Town's permit was valid until June 30, 2014. Currently, we are working with the DNR on their schedule to reissue the permit. In the meantime the permit is still valid. The Town needs to prepare its biannual stormwater report by March 30, 2015. The estimated cost to prepare the report is \$4000.

Recommended Budget: \$6,750

- b. TMDL Planning:** The Town will be required to have a plan in place by 2016 to meet the Rock River TMDL for stormwater runoff. In July 2012, the Town agreed to participate in the adaptive management pilot project being proposed by the City of Madison and Madison Metropolitan Sewer District (MMSD). Therefore, the Town budgeted \$4,000 in 2013 and 2014 and should also budget \$4,000 in 2015 for participation in the project. The Town should budget additional funds to evaluate how the Town will meet the new TMDL requirement as dictated by the EPA and administered by the Wisconsin DNR. The Town must provide technical review and input (including updated modeling specifically for the Town) to those involved in the adaptive management pilot project.

Those managing the project will primarily focus on the program structure and control methods. The Town should study alternatives to the adaptive management pilot project because other approaches to meeting the TMDL criteria may be available. The Town budgeted \$21,000 in 2014 for these tasks (not including the \$4,000 for the pilot project), but, to date, none of these expenses have been incurred. It is possible that some of these expenses could be incurred in late 2014 if the TMDL criteria are finalized in the fall. If the TMDL criteria are not determined until late 2014, then these expenses will not likely be incurred until 2015. In any event, the Town should expect to pay \$4,000 for the pilot project in 2015 and incur the other \$21,000 of expenses in late 2014 or in 2015. The estimated cost for TMDL planning is broken down as follows:

Pilot project fee (\$4000 per year)-----	\$4,000
Modeling-----	\$6,000
Coordination with MMSD and Dane County-----	\$5,000
Evaluation of alternatives-----	\$10,000
Total -----	\$25,000

Recommended Budget: \$25,000

- c. *Update to Stormwater Master Plan:*** The Town developed and adopted a Stormwater Master Plan in March of 2007, and it has never been updated. The Town budgeted \$20,000 to update the plan in 2013 but did not move forward with the work. The plan should be updated. Important updates to the plan include:
- 1) Indicating which projects in the plan have been completed over the past seven years (i.e., Twin Valley Road drainage, Vickiann drainage, Sauk Point Estates detention basin, and the Valley Woods Court drainage issues currently in progress.
 - 2) Revising the list of projects to be completed in the future.
 - 3) Assisting the Town in the TMDL planning to achieve its requirements.
 - 4) Including the results on the double ring infiltrometer testing that were used for field verification.
 - 5) Assisting the Town in updating the SLAMM modeling.
 - 6) Updating the demographics used in the plan.
 - 7) Including the biannual reporting requirements that are a result of a recent ordinance change.

The plan update will assist the Town in understanding the regulations involved, and will help in appropriately prioritizing its stormwater needs and budget to analyze and/or construct new or updated stormwater infrastructure. We recommend budgeting \$20,000 to update the plan.

Recommended Budget: \$20,000

- d. *Misc. Stormwater:*** There are a number of minor stormwater issues that have been identified in the Stormwater Master Plan or have come to the Town's attention in recent years. Many of these are included below. However, since new issues arise each year, we recommend that the Town annually budget a small amount of money to address 3 or 4 of these concerns. We recommend budgeting \$5,000 for scoping, engineering and construction to address some of these smaller matters.

Recommended Budget: \$5,000

e. Specific Stormwater and Erosion Control issues

The following outlines some of the stormwater and erosion control issues that the Town has identified either in the Stormwater Master Plan or subsequent to the adoption of the plan.

Executive Summary

- Tumbledown Golf Course (scoping only)
- Wet detention basin west of Swoboda near VickiAnn Street (scoping only)
- Seybold Road-Struck Street drainage (scoping only)
- Applewood erosion (sediment monitoring)
- Cherrywood Pond downstream from VickiAnn (scoping only)
- Prairie Home Estates ditch and ditch in Settlers Prairie Park (scoping only)*

*Possible priority because it is in the TMDL area.

Project details

• **Tumbledown Golf Course**

Drainage issues have been noted on Tumbledown Golf Course due to its flat topography and the large area that drains to and across it. An inadequate drainway downstream of the golf course also contributes to poor drainage.

Improvements can be made on site, upstream and downstream of the golf course, to improve drainage.

Flooding at Tumbledown Golf Course is likely caused primarily by a lack of conveyance due to the flat slope of the drainway in this area. While peak flow rates released from upstream developments appear acceptable, there may be an increase in total volume released, which could contribute to the flooding if conveyance is inadequate.

Drainage capacity restrictions within the golf course (and downstream) likely contribute to the flooding problem. The berm and small culvert at the southeast corner of the golf course may restrict flow, and the culverts under Pioneer Road at the southeast corner of the golf course and drainway downstream could also be draining poorly. Without performing a hydrologic and hydraulic analysis, it is difficult to determine if the Pioneer Road culverts are undersized, inefficient, and/or have restrictive tailwater conditions, or if the conveyance features are restrictive.

The detention basin in Sauk Point Estates, which lies upstream of the golf course, was modified in 2010 to provide additional stormwater detention and treatment. Projects like these help to reduce flooding at the golf course.

We recommend doing a hydraulic study of the conveyance system downstream of the golf course to identify potential solutions to be constructed. The study would include a limited topographic survey, modeling and concept design. The estimated costs are as follows:

Additional Topo-----	\$3,500
Hydraulic Analysis & Concept Design-----	\$8,000
Property Owner Coordination -----	<u>\$3,000</u>
Total -----	\$14,500

Recommended Budget: \$14,500

- ***Wet Detention Basin West of Swoboda near VickiAnn Street***

A site visit to this detention basin in September 2006 revealed that runoff is not released until water ponds several (approximately three) feet deep. The Town Engineer received plans for this detention basin from the design engineer. The Town may be able to improve stormwater management by better utilizing this extra capacity.

It is possible that drainage in roadside swales near this detention basin could be diverted into the detention basin. These improvements would reduce peak flow (increased detention) and provide water quality (suspended solids reduction) benefits as well as improved aesthetics.

Analysis of the detention basin design and existing hydrology in this area would indicate a need for alterations to this detention basin. The purpose of these alterations would be to provide increased water quality and peak flow in this area.

In the past, this pond was used by the fire department as a water source. Suspected sedimentation of the pond rendered the standpipe useless. We have received the design plans from Held Engineering to help determine whether it makes sense to restore the pond.

The next step would be to examine plans for the pond and determine restoration options and feasibility, including routing nearby runoff through this pond instead of past it.

In 2010, we completed a partial topographic survey of this pond. This area could be a candidate for another project done by Verona or the City of Madison in exchange for TSS credits. In June/July 2013, we heard from both the City of Verona and the City of Madison. Neither is interested in a credit exchange at this time, but may be in the future.

Note that this pond is located entirely in an outlot owned by the Cherrywood Homeowners Association; therefore, their cooperation and approval will be necessary before any improvements can be made.

To better understand the benefits of a project in this area, we recommend scoping it out in one year and making the actual improvements at a later date. \$11,000 was budgeted for this work in 2014 but nothing has been done to date. The estimated costs to scope the project are as follows:

Additional Topo-----	\$3,000
Modeling -----	\$3,000
Concept Design -----	\$2,000
Property Owner Coordination -----	\$3,000
Preliminary Opinion of Probable Cost -----	<u>\$1,000</u>
Total -----	\$12,000

Recommended Budget: \$12,000

- **Seybold Road-Struck Street Drainage**

The Town has approximately 38 acres of commercially-developed land near the Seybold Road /Struck Street intersection surrounded by the City of Madison. There are stormwater management issues in this area related to the conveyance of stormwater runoff around buildings and to the City of Madison storm sewer system. According to City of Madison Engineering, there are stormwater facilities at the downstream end of this area capable of handling the runoff. The problem now lies in the ability of the storm sewer system within this area to convey stormwater runoff. Additional analysis is required to further analyze the watershed.

This work could form the basis for long-term solutions to the Seybold Road issues. In addition to drainage issues, the Seybold Road pavement is nearing the end of its useful life. In addition, the sanitary sewer in the area is made from clay. The sewer was installed in 1974+/- . Clay pipe can last 50 to 100 years if it is not impacted by tree roots, settlement of the road or buildings, or disturbed by excavation. However, if the Town were to construct storm sewer or ditches, or reconstruct the street, the sanitary sewer would likely require replacement. The construction of other improvements may damage the existing sanitary sewer pipe, and replacing it probably makes sense. Also, it is generally prudent to replace 50 year old clay pipe when constructing improvements over or near such pipes.

Because this area will be annexed into the City of Madison prior to or by 2042, the Town should be looking at cost effective ways to maintain the street in this area until that time. Given the potential 30-year timeframe before the annexation, one option to effectively maintain the area may include reconstruction. Tax Incremental Financing has been discussed as a way to finance these efforts, but the concept has not been advanced. Other forms of funding include assessing the existing properties for portions of the work, or utilizing general funds.

If and when something significant is done, the work should be coordinated with the City of Madison, and it should also include a discussion of providing City of Madison water to the properties along Seybold Road.

The next step would include an analysis of the Seybold Road/Struck Street area drainage issues. Cost estimates to analyze and/or repair any problems would be developed. This could include coordination with City of Madison Engineering, a topographic survey, and some runoff modeling.

Conveyance along street shoulders and around buildings has been a problem in the past. We have not heard many complaints recently. The estimated costs to scope the project to address stormwater conveyance are as follows:

Topo -----	\$6,000 - \$8,000
Modeling -----	\$4,000
Coordination with City of Madison-----	\$4,000
Preliminary Design-----	\$8,000
Property Owner Negotiation/Coordination-----	\$10,000
Preliminary Opinion of Probable Cost-----	<u>\$2,000</u>
Total (no construction)-----	\$34,000 - \$36,000

Recommended Budget: \$34,000 - \$36,000

- **Applewood Erosion**

Several drainage issues exist. The erosion problem in the park was discussed and planned for repairs several years ago, but the work was never begun. A deep ravine has eroded and caused several large trees to tip over. Left unchecked, the condition of this ravine will continue to deteriorate. A topographic survey was done, and several completed plan options exist.

The Town crew has removed fallen trees from a portion of the eroded swale, but they have not completed the lower portion due to the thickness of the downed trees.

There are several ways to approach this problem. The simplest and cheapest is to monitor the problem over several years to see how quickly the problem is getting worse. If it doesn't appear to be getting progressively worse, a permanent solution can be deferred.

In 2014, we will place a number of permanent posts in eroding areas. The elevation of the ground at the post will be documented and the posts photographed.

To document the rate of erosion, the post could be photographed and the elevation shot each year. The Town should budget \$1,000 for this work in 2015.

Recommended Budget: \$1,000

- **Cherrywood Pond Downstream from VickiAnn**

The outlot in this area was, at one time, considered as a possible location for additional stormwater detention. Topographic information was collected, but no plans have been developed. This could alleviate the flooding problems at the Tumbledown Golf Course.

Sara Ludtke indicates that former Park Commissioner John Andrews lives in Lot 44, which backs up to this area. We are unaware of erosion in the area, but John reported to Sara that erosion issues exist.

This could be another project in which the City of Verona or the City of Madison may have interest. A constructed pond could help control TSS that could be exchanged with Verona or the City of Madison, but, as mentioned earlier, neither municipalities is interested at this time.

Recommended Budget: TBD

- **Prairie Home Estates Ditch – Outlot 4 and Ditch in Settlers Prairie Park**

Note that these areas lie in the Pheasant Branch/Lake Mendota Watershed, which is subject to the Rock River TMDL. Improvements in these areas could stabilize the ditch, and additional measures could improve TSS and total phosphorus removal to assist in meeting TMDL requirements.

The ditch in Outlot 4 of Prairie Home Estates is eroding. The DNR responded on April 21, 2008, with a determination that the ditch is non-navigable and there are no wetlands present. No Chapter 30 permits would be required. However, we learned in 2011 during review of the Montessori school, that Dane County recognizes the waterway as navigable, so additional permitting fees from them will be required. The next step would be to complete a topographic survey and to develop a plan to

repair/stabilize the drainway. This may be a responsibility of the Homeowners Association. If so, they should be informed of the problem and asked to rectify it. The Association was made aware of this issue indirectly as they listened to discussions about the new Montessori School. However, they have not been asked or directed to solve the problem.

In March 2010, Moll Construction gave an estimate of \$4,230 to simply shape the channel as is and stabilize it with matting. This may be one option for addressing this problem.

A second option would be to collect field information on existing conditions, determine if better options are feasible, including possibly locating measures to help reduce TSS, and potentially negotiating a TSS exchange with the City of Middleton or City of Madison.

The estimated costs for design of the work in Prairie Home Estates Outlot 4 are as follows:

Topo -----	\$2,000
Preliminary Design-----	\$4,000
Modeling-----	\$3,000
Property Owner Coordination -----	\$2,000
Opinion of Probable Cost -----	<u>\$1,000</u>
Total (including construction) -----	\$12,000

Recommended Budget: \$12,000

In conjunction with the removal of invasive trees in Settlers Prairie Park, the Town desires to stabilize the drainage swale adjacent to the tennis courts between the existing asphalt path that connects the tennis courts and the parking lot westward to the confluence of the drainage ways within the park. Moll Construction completed the tree removal in 2011 and provided a quotation of \$6,000 to bury the stump and grade a straight ditch in this area.

In April of 2012, we provided an estimate to assist the Town in completing this work by preparing a topographic survey of the area, developing a base plan from which the ditch can be reconfigured and graded, creating a project quotation form for execution by the Town, and completing appropriate permit applications from the County. Our preliminary budget for this project in 2012 was \$9000-\$15,600. Given that this area could be utilized to improve TSS and total phosphorus removal in conjunction with meeting TMDL requirements, we recommend doing a preliminary design in 2015 and construct improvements at a later date.

Topographic Survey -----	\$2,000
Preliminary Design-----	\$4,000
Modeling-----	\$2,000
Opinion of Probable Cost -----	<u>\$1,000</u>
Total (including construction) -----	\$9,000

Recommended Budget: \$9,000

f. Culvert Replacements

In June 2014, the Town applied to Dane County for Bridge Aid for three culverts. The Town is likely to receive funding for up to one-half of the cost of replacing these culverts.

The Town needs to budget the entire amount and then request reimbursement from Dane County after the work is complete. The three locations and total cost of the work are as follows:

- *Valley Woods Court*. This work will actually be completed in 2014 and reimbursed in 2015. Estimated cost is \$45,000
- *Pioneer Road and Valley View Road*. This work includes replacing a partially collapsed 2' x 5' box culvert with a new 3' x 6' box culvert. The estimated total cost for this work is \$58,000.
- *Rocky Dell Road*. This work includes replacement of a 5' x 7' CMP cattle pass spliced with a 5' x 8' box culvert with a new 3' x 6' box culvert. The culvert location is one mile south of Pavery Trail. The estimated cost for the culvert is \$42,000.

Recommended Budget: \$145,000

g. *Stormwater GIS & Inspection*

- Protection and maintenance of the Town's existing stormwater facilities through management of an inventory of detention basins and stormwater infrastructure maintenance inspections is ongoing. Emphasizing preventive maintenance will minimize the need for "corrective maintenance" that often results in emergency-type responses.
- Vierbicher will continue to track all inspection reports and routine maintenance activities for Town-owned detention basins and stormwater maintenance agreements for private detention basins through the Stormwater GIS.
- The Town should include Stormwater GIS updates in the annual budget. Updates will require 10 to 20 hours each year, assuming new sites and facilities/management practices are added to the GIS as they occur with new developments and new phases of existing developments.

Recommended Budget: \$2,000

- The Town and Vierbicher will actively review maintenance agreements for all Best Management Practices (BMPs) and ensure that maintenance activities are completed. A record of routine maintenance activities is now required and should be sent to the Town on a biannual basis in odd-numbered years. If routine maintenance is not being performed as required in the maintenance agreement, the Town or Dane County could perform the maintenance activities at the expense of the responsible party as listed on the maintenance agreement. The Stormwater GIS system will be used for tracking long-term maintenance agreements and related activities, and will be updated as new sites, developments and phases of developments occur in the Town. Updating and tracking data in the Stormwater GIS system requires additional funds, as noted above.

In 2014, there were approximately 22 sites within the Town of Middleton that have recorded maintenance agreements. These documents identify the party that is responsible for providing the maintenance. We estimate there will be 22-23 sites submitting reports by November 1, 2015. Town ordinances require these parties to report on the current condition of stormwater management facilities covered by the recorded agreements.

There was formerly a \$100 fee charged when reports were submitted for review. To reduce overall costs to the Town in tracking down delinquent reports, the Town changed its fee structure to waive the fee for reports submitted on time and

introduced a penalty for reports not submitted on time. The Town will still incur costs in reviewing these reports and should budget \$2,200 for this work. It is possible that some of this expense will be offset by penalties charged to those owners who miss the deadline for submittal.

The Town should also budget \$2,500 to follow up on those reports that have an item requiring attention.

Follow-up to site issues -----	\$2,500
Review of inspection reports -----	<u>\$2,200</u>
Total -----	\$4,700

Recommended Budget: \$4,700

h. Maintenance inspections of Town-owned Stormwater Infrastructure

- The Town conducted inspections of Town-owned stormwater infrastructure in 2013. Frequent (biannual) inspections can identify issues before they develop into problems requiring more costly repairs. These inspections are documented in the Stormwater GIS. The inspections completed in 2013 included the following facilities:
 - ✓ Pioneer Park
 - ✓ Pioneer Park – Old Sauk Road Dry Pond
 - ✓ Pope Farm
 - ✓ Voss Park
 - ✓ Settlers Prairie Park Swale
 - ✓ Mathias/Vickiann
 - ✓ Twin Valley Road
- Additional inspections should be made in 2015 and every other year afterward.

Recommended Budget: \$5,000

2. Road Projects

a. 2014 Annual Road Maintenance

The 2014 Road Maintenance project (seal coat) is anticipated to be done at the end of July or the beginning of August 2014. We expect to pay the contractor for this project in full in 2014; however, if there is any retainage held at year end, payment will be made in 2015 and should be budgeted.

The Old Sauk Road Pulverize and Overlay project will be completed in July. The contractor has not been paid for this work. We expect to pay the contractor for this project in 2014; however, if there is any retainage held at year end, payment will be made in 2015 and should be budgeted.

Recommended Budget: TBD

b. Miscellaneous Road and Ditch Project Projects

From time to time, we are asked by Jerry to evaluate maintenance projects and develop quotation documents and exhibits for small projects. The scope typically involves:

- Visiting the site to scope the work.
- Preparing exhibits or simple maps to depict and explain the desired work.

- Preparing a standardized quotation document and technical guidelines for contractors to provide “apples-to-apples” quotes for the work.

Recommended Budget: \$3,000 - \$5,000

c. 2015 Annual Road Maintenance

Design, Bidding, and Construction Administration: The work on annual road maintenance has been shared between Vierbicher and Town staff in recent years as determined appropriate by Town staff. Town staff has not yet identified priorities for 2015, but we have discussed the approach to treatment types. We anticipate being involved in bidding and administering construction for one or more contracts. However, there may be little need for engineering or prioritization assistance. Regardless of the approach, the budget for the roads will include an expense for Vierbicher. The total road maintenance budget should include \$2,000 to \$3,000 annually to update as-built data and pricing in the 30-year road maintenance model. We will work with staff during the project development to include any of our costs in the annual road budget.

Construction: The road maintenance budget should be large enough to cover known priorities for 2015 including:

Crack Filling	\$75,000
Sealcoating	\$275,000
Pulverizing and Overlaying	\$50,000
Sign Replacement*	\$25,000
Pavement Striping	\$15,000
Total.....	\$440,000

* The Town must replace all signs that do not meet the new reflectivity standard. The Town has 1006 signs (street and regulatory). Assuming that 75% of the signs need to be replaced at \$100/each and that the crew can change out 3 signs/hour (\$100 crew cost per hour divided by three signs = \$33/sign), the total cost to replace the signs will be $(.75 * 1006) * (\$100 + \$33) = \$100,348.50$. The Town budgeted \$25,000 in 2013 and 2014 and, assuming the Town replaces the signs over 4 years (2012-2015), the Town should budget \$25,000 in 2015.

Recommended Budget: \$440,000

3. Planning

a. Middleton-Cross Plains Area School District (MCPASD) New School Impact Planning

The Plan Commission has discussed planning for impacts from the two new schools being planned near the Pope Farm Park property. Some of this work has been completed, but additional coordination with the MCPASD occurs each year as the project timeline evolves. This information is included here as a reminder. Any expense incurred as a result of this matter will likely be minimal and does not need to be budgeted.

Recommended Budget: \$0

b. Comprehensive Plan Review and Update

An Implementation section was included in the Town's Comprehensive Plan adopted in 2009, which sets forth a schedule for reviewing and updating the different elements of the plan on a rotating, 5-year basis. The annual updates were intended to keep factual data (such as census data) current, and to keep the plan in front of the Town Committees and Board to maintain its relevance and to ensure its use in various actions taken by the Town. According to the Implementation Schedule, the Housing and Transportation elements were to be reviewed and updated in 2012, and the Utilities and Community Facilities, and Agricultural and Natural Resources elements were to be updated in 2013. These were not completed as scheduled. However, rather than providing factual updates, we recommend waiting to do a more complete update when required by statute. Of course, changes could be made earlier if the Town has a compelling reason to do so. Wisconsin State Statutes require this Implementation element to be placed in the Comprehensive Plan as a reminder to perform periodic review and updates. When the plan is updated, we recommend that the Implementation Schedule be amended to simply call for a review "no less than once every 10 years," as is required by statute.

We recommend that the Town budget \$2,000 for amending the implementation schedule as noted above.

Recommended Budget: \$2,000

c. Update to Zimmerman and Kailing report

The Town of Middleton has been utilizing the Zimmerman and Kailing (Z & K) report as one of the guides to make land use decisions since the report was completed in 1990. Given the time that has passed since the report was completed, the significant development that has occurred, and the changes to the demographics of the Town, it is recommended that a new assessment of environmental resources be compiled to assist the Town in regulating land use while protecting Town resources. We recommend budgeting \$50,000 for this effort.

Recommended Budget: \$50,000

d. Road Planning/Official Mapping

- The Town of Middleton has some concerns about the future street connections to roads in the Town of Verona. Where will the Town of Verona plan major collector connections to the Town of Middleton? For an estimated fee of \$2,500, we could assist the Town in coordinating discussions with the Town of Verona to reach an agreement as to where major connections will be planned. This was approved in the 2010 and 2011 budgets, but never completed.
- The Town has also discussed extending the officially mapped portion of Bronner Road from Summit Ridge Road down to US Hwy 14. \$2,000 should be budgeted for the completion of this work.

Recommended Budget: \$4,500

e. Grant Applications

From time to time, the Town applies for grants. Past grant awards have included monies for land acquisition (Pope Farm Park), stormwater projects, road projects, and trail projects. Some grant applications are completed by Town staff. Others are completed by Vierbicher. We recommend budgeting \$5,000 for miscellaneous grant application work.

Recommended Budget: \$5,000

f. Seybold Road TIF

- If the Town proceeds with developing a TIF in the Seybold Road area, the Town should budget \$17,000-\$20,000 for the work. The Town Plan Commission concurred with this recommendation at their September 2, 2009 meeting. Keep in mind, the cost to develop the TIF is eligible for TIF reimbursement.
- The concept of creating a TIF on Seybold Road is explained in greater detail in a separate document, which will be provided upon request.
- Note that several discussions between the Town and City Planning staff have occurred in early 2013. The City was asked if they had any interest in doing joint planning in the area surrounding Seybold Road with consideration given to the Town using TIF to boost property values. This would have required an amendment to the intergovernmental agreement to allow property to remain in the Town for a period of time after development. They responded that they were interested in joint planning, but were not interested in discussing the boundary agreement. Without changes to the boundary agreement, a Town TIF would not be possible, and the benefits of joint planning for higher property values in this area would mostly accrue to the City. They said that if a developer came forward and provided more details on how both the City and Town would benefit from creation of the TIF, the City would listen to the details and consider a change to the Agreement, assuming they benefited in some way.

Recommended Budget: \$17,000 - \$20,000

4. Parks Development Fund Projects

Note that, depending on the size and scope of these projects and the date of the original installation, the project could be classified as redevelopment. Redevelopment projects would require additional engineering and/or increased construction costs to meet requirements for managing TSS, grease and oil, etc.

Nothing recommended at this time.

5. Other Parks Projects

a. Goth Park Property Line Survey

In June 2014, Stephenson Tree Care inventoried trees along the Goth Park property line that were dead, dying, or hollow. They identified 22+/- trees that may need to be removed. It was not clear in some cases if the trees in question were on park property or private property. To make this determination, a plat of survey for Goth Park may be needed. The survey will include staking points along the Goth Park property line. The Town should budget \$1,500-\$3,000 to complete this survey. The estimate is \$1,500 if a plat

of survey is not required. The survey will include staking approximately every other property corner and staking several intermediate property lines along larger lots. The estimate also assumes the survey will be done in early spring before leaves are out.

The trees could be removed over a period of three to five years. The Town should budget additional funds for this work in 2015.

Recommended Budget: \$1,500 - \$3,000 plus cost of tree removal

b. *Trails and Parks Inventory Updates and Park Fee Update*

In 2013, the Town Park Commission and Town Board approved the 2013 Comprehensive Outdoor Recreation Plan (CORP). This work included a detailed inventory of existing and planned Town parks and trails.

In order to maintain an accurate trails and parks inventory, it should be updated annually. We recommend budgeting \$1,000 to update the inventory with planning or construction of improvements.

Recommended Budget: \$1,000

b. *Miscellaneous Small Parks and Trails Projects*

From time to time, we are asked by Jerry to evaluate maintenance projects and develop quotation documents and exhibits for small projects. The scope typically involves:

- Visiting the site to scope the work.
- Preparing exhibits or simple maps to depict and explain the desired work.
- Preparing a standardized quotation document and technical guidelines for contractors to provide "apples-to-apples" quotes for the work.

Recommended Budget: \$3,000 - \$5,000

6. *Miscellaneous Projects*

a. *GIS*

In 2010, The Town began to develop a GIS system. Our initial work in 2010, 2011, and 2012 included historical road maintenance and stormwater facilities data, in addition to supporting the inventory of signs and culverts in the Town prepared by City of Verona interns. Additional data collection could include parks maintenance, homeowners association information, tax parcel information, etc.

In addition to tracking, organizing, querying, and mapping Town data through GIS, there is the potential to harness the capability of GIS to analyze questions regarding land development, transportation, stormwater management, and other issues the Town may be facing.

Recommended Budget: \$2,000 - \$4,000 (analysis)
Recommended Budget: \$2,000 - \$4,000 (additional data collection)

b. On-line GIS

Vierbicher does not have the ability to create online GIS systems at this time without a significant investment in server infrastructure and capability. However, Reukert-Mielke offers web application development and online GIS hosting services. They created and host an online GIS system for the Village of DeForest, another one of our engineering clients. We have developed a relationship with Ruekert-Mielke to best serve the Village; after we perform updates on road, stormwater, and other infrastructure data, it is shared with the Ruekert-Mielke so that they can incorporate it into the Village's online GIS system. The system can be accessed by the public.

We also have working relationships with other consultants who could provide this service.

Recommended Budget: \$10,000

c. Mapping

Each year the Town requests miscellaneous maps and updates to current Town maps. We recommend that the Town budget \$5,000 for this work.

Recommended Budget: \$5,000

d. ATC Transmission Line

The Town has already begun to incur expenses relating to the planning and construction of a second new transmission line running from the Cardinal Substation (Badger Coulee line). It is anticipated that the transmission line work will not begin until 2016, but prior to that time, legal, engineering, and planning expenses will likely be incurred. The Town should, in 2015, budget for items such as an environmental impact review, trail/maintenance road planning and construction and/or road extensions. \$10,000 was budgeted for this work in 2013; however, no expenses were incurred for engineering.

Recommended Budget: TBD

7. General Engineering

a. Miscellaneous Tasks

Miscellaneous tasks arise from time to time for which we are asked to provide services (general, planning related, parks related). Because the extent of these services is unknown, it is difficult to recommend a budget. Using 2014 as a basis, we would suggest that \$50,000-\$60,000 be budgeted for these services.

Recommended Budget: \$50,000 - \$60,000

b. Developer/Applicant Paid Pass Through Engineering

Most Developer/Applicant engineering expenses are covered by the Developer or Applicant. However, on occasion, a property owner or developer inquires about dividing a piece of property. In many such instances, the Town incurs costs for initial meetings, relaying of information to the potential developer, etc. While most of those charges are recaptured from the developer, others are not. As such, we recommend budgeting \$2,500 for these expenses.

Recommended Budget: \$2,500

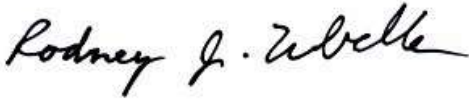
c. Town Board, Park Commission and Plan Commission Meeting Attendance

Vierbicher attends most Board and Plan Commission meetings and, upon request, some Park Commission meetings. We recommend that the Town budget \$18,000 to \$23,000 for meeting attendance.

Recommended Budget: \$18,000 - 23,000

Please let us know if you have any questions.

Sincerely,



Rod Zubella, PE
President

RZ/lfl

cc: Town Plan Commission
Town Park Commission
David Shaw, Administrator, Town of Middleton
Sara Ludtke, Public Works Coordinator, Town of Middleton

8 Town of Middleton Town Board Meeting Minutes

Town of Middleton
Town Board Meeting Minutes
March 2, 2015

Approved 3/16/15

A regular meeting of the Town Board was held at the Middleton Town Hall beginning at 7:00 P.M. Present were: Milo Breunig, Chair; Tim Roehl, Bill Kolar, Gary Whitney and Paul Connell, Supervisors; David Shaw, Administrator; Sara Ludtke, Deputy Clerk; Rod Zubella, Vierbicher Associates, Town Engineer; Tom Voss, Erbach and Voss, Town Attorney; and members of the public.

1. Proof of Posting and Notice.

Shaw affirmed that the Agenda had been posted at the three official locations, published on the Town's website and emailed to the Town's subscriber list.

2. Pledge of Allegiance.

The pledge was recited.

3. Public Input (for items not on the agenda and limited to 3 minutes per speaker).

There was no one wishing to speak.

4. Minutes from the February 16, 2015 meeting.

Motion: / Whitney / Roehl, to approve the minutes from the February 16, 2015 meeting as amended. Motion carried.

5. Engineer's Report.

Zubella had nothing to report on other than items on the agenda.

6. Public Hearing on Watts Certified Survey Map and Rezoning.

Dan Paulson, Paulson and Associates, presented the proposed Certified Survey Map (CSM) and rezoning plan.

The public hearing was opened at 7:08 P.M.

Larry Stephens, 7761 W. Mineral Point Road, spoke in favor of the plan.

David Johnston, 7726 Kempfer Lane, asked if construction equipment would be required to travel directly from Mineral Point Road and not through the Cherrywood neighborhood. Zubella stated the Town's guidelines specify they must if a direct connection is available.

John Andrews, 3678 Mathias Court, asked what types of commercial activities are planned. Paulson said that while there are some limitations on uses that have been proposed, the exact use has yet to be determined.

Motion: Breunig / Connell, to close the Public Hearing. Motion carried at 7:19 P.M.

7. Action on Watts Certified Survey Map and Rezoning— approximately 7701 Mineral Point Road.

There was discussion on whether it would be possible for the County to permit the current driveway to be designated as a public right of way before it becomes a public road. It was decided that a deed restriction could be placed on Lots 2 to not allow residential development until the driveway has been dedicated as a public road.

There was also discussion on stormwater drainage, trail easements, park fees, compliance with the Town's Comprehensive and Tumbledown Neighborhood Plans.

While the Board did look at the concept development plans presented for the Watts property and the Theis property to the west, they did not formally review them or in any way approve them.

Motion: Kolar / Breunig, to approve the Watts Certified Survey Map and Rezoning subject to:

- The Vierbicher letter dated February 3, 2015;
- The proposed rezoning of proposed Lot 1 to C-1 and proposed Lot 3 to RE-1 is acceptable to the Board. Lot 2 shall remain A-1.
- The Board finds the proposed commercial rezoning is in substantial conformance with the Town's Comprehensive Plan and the Tumbledown Neighborhood Plan. Recordable Deed Restrictions shall be placed on Lot 1 limiting uses to:
 - All uses permitted in the LC-1 Limited Commercial District;
 - Retail and service uses including grocery stores, drugstores, hardware stores, appliance and furniture stores, barbershops and beauty shops without limitation as to size;
 - Self-service laundries and dry cleaning establishments;
 - Warehousing and storage incidental to a permitted use;
 - Medical, dental and veterinary clinics; Banks, offices, office buildings and condominium office buildings not more than two (2) floors to office space;
 - Utility services;
 - Bakeries;
 - Bicycle sales and service;
 - Rental businesses – except for motor vehicles and construction machinery and equipment;
 - Sales and repair of lawn and garden equipment;
 - Outdoor games (not lighted);
 - Off-site parking of motor vehicles;
- A deed restriction be placed on Lot 2 that states that no further development will occur on Lot 2 until Welcome Drive is extended to Lot 2 from Mineral Point Road as a public right of way;
- A deed restriction shall be recorded and noted on the face of the CSM against lots 1-3 that states that no further development of these lots will be allowed that is not consistent with the Tumbledown Neighborhood Plan.
- The required Joint Driveway Easement for access to the three lots shall also include a restriction that the south access to proposed Lot 2 be limited to agricultural uses only;
- Two park fees (\$2,250 each) shall be collected as there are two tax parcels but only one buildable lot. If Dane County determines there are two buildable lots, only one park fee shall be collected;
- A 30' Public Recreational Trail easement will be provided to the Town over the current constructed Public Recreational Trail located within the limits of the CSM; the Public Recreational Trail Easement and Trail may be relocated in the future if approved by the Town;
- No additional trail easements will be required outside the limits of the CSM as the applicant stated that he would be willing to consider another trail easement at the time of development;
- An area plan shall not be required, as the proposal is in substantial agreement with and conforms to the Tumbledown Neighborhood Plan;
- Any "potential" wetlands that have not already been officially delineated as wetlands by the Wisconsin Department of Natural Resources do not need to be shown on the CSM. Official delineation will occur at the time of development; and
- A stormwater easement encompassing the drainageways across the CSM do not need to be shown on the CSM at this time, as they would be highly theoretical, and would almost certainly need to be changed at the time of development.

Motion carried, 5-0.

8. Presentation by Erdman Real Estate Holdings, LLC, regarding Ordinance to attach their lands to the Town.

Alan Hembel and Gerald Sholts of Erdman Real Estate Holdings came before the Board to ask that they adopt the Ordinance detaching the Erdman territory from the City of Middleton and reattaching it to the Town. The City had proposed using the driveway to the Golf Course as a primary access to the development. Erdman Real Estate Holdings has since been unable to reach an agreement with the City as to the property's development.

The Board discussed with them their options for a primary access point.

The Board asked Hembel & Sholts to return with deed restrictions on development until a primary access road can be created, assurances that the parcel would not be re-annexed into the City, and details on a penalty if the re-annexation did occur.

Review, discussion and possible action on Ordinance for Attachment of Territory - Erdman Real Estate Holdings, LLC, to the Town.

No action was taken on this item.

9. Review and action on edited sections of Town ordinances as part of the recodification process:

- a. Chapter 29 (Citations)

Motion: Roehl / Whitney, to approve Chapter 29 as amended. Motion carried.

- b. Chapter 36 (Municipal Court)

Motion: Roehl / Connell, to approve Chapter 36 as presented. Motion carried.

- c. Chapter 52 (Code of Ethics)

Motion: Roehl / Connell, to approve Chapter 52 as presented. Motion carried.

- d. Chapters 79 (Government and Elections)

Motion: Roehl / Whitney, to approve Chapter 79 as presented. Motion carried.

- e. (proposed) Chapter on Code of Conduct.

Motion: Roehl Connell, to approve the proposed chapter as presented. Motion carried.

10. Preliminary list of roads to Chip-seal in 2015.

The Board agreed with the Preliminary list of roads to Chip-sealed. They look forward to reviewing bids and a revised list of roads in the future.

11. US14 - Pavement condition – Pleasant View Road to Twin Valley Road.

No action was taken on this item.

12. Purchase of Emergency Backup Electrical Generator.

Motion: Kolar / Roehl, to not purchase an Emergency Backup Electrical Generator. Motion carried 3-2 with Connell and Breunig dissenting.

13. Selection of recipient of the Friend of the Town Award.

Motion: Roehl / Whitney, to award the 2015 Friend of the Town Award to Michael Hanson to be presented at Freedom Fest 2015. Motion carried.

14. Approval of Operator's License for Aaron J. VanSomeran (Kwik Trip).

Motion: Connell / Roehl, to issue an Operator's License to Aaron J. VanSomeran. Motion carried.

15. Resolution opposing proposal to moving assessment duties from local governments and assign them to the Counties.

Motion: Roehl Connell, to adopt Resolution 20150302 opposing the proposal to remove assessment duties from local governments and assign them to the Counties. Motion carried, 5-0.

16. Application for Grant to cover cost of updated Stormwater Management Plan.

Motion: Roehl / Whitney, to have Vierbicher Associates apply for a DNR grant to cover the cost to update the Town's Stormwater Management Plan.

17. ATC report (standing item).

Ludtke distributed the Town's comments to the Public Service Commissions' Decision Matrix in the Badger - Coulee proceeding filed, February 27, 2015.

18. Liaison to Town Staff Report.

There were no questions on the report.

19. Board Member Reports.

Whitney – Cherrywood pond ice rink has attracted many users who try to park their cars nearby. He would like the road crew to try to clear snow as much snow as possible from the shoulder.

Roehl – The repair of DaneComm system has many unknowns including how to, when it may be finished, and the expected cost.

He would like a report of per diems for neighboring Town Boards.

Breunig – Fire lease has been signed by Westport and City of Middleton.

Voss reported that he will be unable to attend the meeting of April 6.

20. Future Agenda Items.

Attachment of Erdman Territory.

Approval of Fire Lease.

Roehl asked that the Park Commission look into surveillance cameras for Pope Conservancy.

21. Administrator / Clerk Report and Action Requests:

- a. Check and Voucher Approval.

Motion: Whitney / Breunig, to approve the Disbursement Journal dated 3/2/15:

Checks – numbered 3107 through 3129 inclusive:	\$ 36,714.18
ACH's:	\$ 54,021.63
Wire Transfers:	\$ 553,995.63
Total	\$ 644,731.44

Motion carried.

- b. Correspondence and Communication.

Renumbering of parcels on Pleasant View Road still in the Town to coincide with City's numbering system.

Staff has started training on the new Granicus Agenda management solution.

22. Adjourn

Motion: Roehl / Connell, to adjourn. Motion carried at 9:46 P.M.

These minutes were drafted by Shaw based on his notes and recollection,
and may be approved at the next Board meeting.