

Town of Burke Board Meeting Minutes – March 2, 2011
6:00 p.m.

Board members in attendance: Chairman Viney, Supervisor Berg, Supervisor Hess, Supervisor Munson and Supervisor Searls. Also in attendance: Brenda Ayers, Clerk/Treasurer. See attached list for other interested parties in attendance.

1. ADMINISTRATIVE

- a. It was determined that a quorum was present and that the meeting was properly posted.
- b. The meeting was called to order at 6:00 p.m. by Viney.
- c. The Pledge of Allegiance was recited.
- d. Approval of the February 16, 2011, Board meeting minutes. Motion: Hess/Munson to approve the minutes as presented Motion carried.
- e. Public Works report. Kurt is on medical leave because he fell on ice in the parking lot on February 26 and fractured a rib. According to his doctor, there is no set time off for this type of injury and only he will know when he is ready to return to work.
- f. Clerk/Treasurer report. Ayers reported that an attorney representing Jim Taff has been in contact with Chris Hughes. The expense for capita criteria has been met for the February 2011 blizzard and FEMA will be contacting the municipalities regarding reported expenses.
- g. Finance Report. Ayers will provide a budget to actual report in April.
- h. Approval of Bills. Board members reviewed the bills and signed the Town Board Approval cover sheet for check number 24299-24330 and payroll related disbursements number 1554-1569.
- i. Public Concerns: Julie Shinefield from the Foxmoor Hills neighborhood asked the Board if they would allow a neighborhood garden in the park. She was advised to work with the Parks Commission.

2. NEW BUSINESS

- a. Operator's licenses. Motion: Searls/Berg to issue an Operator's Licenses to James Phillips, Jr., Samantha Kellerhuis, and Scott Miller. Motion carried.
- b. GLS Utility contract for locating and marking underground facilities. Hess asked that the Board table this item so he can research it further. Motion: Hess/Berg to table action on the contract. Motion carried.
- c. Discuss fire protection services. Ayers was advised to contact the City of Sun Prairie to discuss options for fire protection.

3. OLD/UNFINISHED BUSINESS

- a. 2011 and 2009 Road Projects. No update.
- b. Update Town Storm water issues-Charlotte's Walk, Wynbrook and Raintree subdivisions. No update.
- c. Deputy Clerk/Treasurer position. Discussion was held in closed session.
- d. Town Hall cleaning position No update.
- e. Possible Town TIF. Ayers and Viney reported on a meeting they had with representatives from the Village of DeForest, Welton Industries, Vandewalle and Associates, and the Bank of Cross Plains regarding a Town TIF. DeForest is interested in

cleaning up the Highway 51 area since it is a gateway to DeForest. The Board is in favor of creating a TID but the Town is not in a position to pay the start up costs.

- f. Savannah Brooks easement request. No update.

4. COMMITTEE REPORTS (AS APPLICABLE)

- a. Plan Commission/ETZ Committee- Hess reported that the Plan Commission met on February 23 regarding a rezone for JAD Land Development, LLC and a CSM for Larry TerMaat. The ETZ Committee will meet on March 22 to discuss Village of DeForest code amendments.
- b. Parks Commission- nothing to report.
- c. EMS Committee- nothing to report.
- d. Fire Commission- nothing to report.
- e. NECC- nothing to report.
- f. JRTC- Ayers reported that the Discover Wisconsin premier party will be held on March 16.

- 5. CLOSED SESSION. THE TOWN BOARD WILL CONVENE INTO CLOSED SESSION PURSUANT TO WI STATUTE 19.85 (1) (C) Considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility, for the purpose of discussing the interview results for the Deputy Clerk/Treasurer position.** Motion: Hess/Munson to convene into Closed Session. Roll call: Searls- aye, Berg-aye, Viney- aye, Munson- aye and Hess-aye. Motion carried.

- 6. OPEN SESSION. The Town Board will reconvene into open session pursuant to WI Statues 19.85 (2) for discussion and possible action regarding matters discussed in Closed Session.** Motion: Hess/Munson to reconvene into open session. Motion carried. No action was taken regarding matters discussed in Closed Session.

7. ADJOURNMENT

Motion: Hess/Munson to adjourn. Motion carried. Meeting adjourned at 7:52 p.m.

Brenda Ayers
Clerk/Treasurer
Town of Burke
3/30/2011