

**Town of Burke Board Meeting Minutes – June 15, 2011**  
**6:00 p.m.**

Board members in attendance: Chairman Viney, Supervisor Berg, Supervisor Munson and Supervisor Searls. Excused: Supervisor Hess. Also in attendance: Brenda Ayers, Clerk/Treasurer; Ron Kurt, Public Works; Kim Peterson, Deputy Clerk/Treasurer; Chris Hughes, Town Attorney and Anne Anderson, Town Engineer. 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 6:01p.m.by Viney.
- c. The Pledge of Allegiance was recited.
- d. Public Hearing on Liquor License renewals. David Gault, representing VFW Post #8483, indicated they currently have the ability to consume alcohol in the volleyball and horseshoe pit areas. He asked if permission could be given to consume in the pavilion/grill, garage and concession areas. No alcohol would be sold outside. Searls asked if these areas are fenced. It was indicated that they were only fenced for events such as 4<sup>th</sup> of July and the car show due to the selling of alcohol in those areas. Searls expressed his concern that those areas if not enclosed, would give under age persons access to alcohol. Searls asked Deputy Veto if there were any problems or concerns at that location. Veto indicated there were no concerns. Viney closed the public hearing,
- e. Approval of May 18, 2011, Board meeting minutes. Motion: Searls/Berg to approve the minutes as presented. Motion carried.
- f. Public Works. Kurt reported that Crackfilling Service repaired the cracks in the 2009 roads project area. The second round of chipping started on June 13<sup>th</sup>. Staff is also on the first round of ditch mowing.
- g. Clerk/Treasurer report. No update other than comments on agenda items.
- h. Finance Report. The Cash on Hand report as of May 31, 2011, was included in the Board packet.
- i. Approval of Bills. Board members reviewed the bills and signed the Town Board Approval cover sheet for check number 24465-24518 and payroll related disbursements number 1646-1680.
- j. Public Concerns: Public's opportunity to speak to the Town Board about any subject that is not a specific agenda item. Deputy Veto reported that there were 141 calls in May, 98 citations were issued by Dane County and 63 citations were written through NECC. He assisted the Town of Vienna. Veto also reported that he was gone for one week in May as he attended Traffic School. Veto reported that the County has started undercover work in Token Creek Park. VFW has their security in place for the Rhythm and Booms event along with the Car Show in August. Motion: Berg/Searls to move to take the agenda out of order and proceed to item 2b. Motion carried.

2. NEW BUSINESS

- a. A discussion with Greg Frahm, Village of DeForest, regarding a Town TIF. Frahm noted that he has had informal discussions with some of the Board members and he is now looking for a formal determination from the Board as a whole. Berg asked about the cons of a Town TIF. Frahm responded that the major con is that the general fund would not directly benefit from any economic growth in the TID. However, Frahm also noted that he does not feel there will be economic growth in the area with

out the TIF. Berg noted that since the Town will be dissolved in 2036 another con would be if the TIF does not close prior to then, the Town as a whole will not benefit. Frahm distributed a map of the proposed TID which includes spans 81 acres in the East Metro area including the Pine Cone truck stop and the abandoned BP station 50 acres of which are developable. Searls asked if there is a concern with the DOT cutting off the access to the area. Frahm said he does not think it is an issue since Tierney was recently granted access by the DOT for his development. Viney expressed his concerns about funding the start up costs. Berg asked what type of development Frahm anticipates in the area. Frahm responded hotels and restaurants. Dan Ramsey, consultant for the Bank of Cross Plains (present owner of the BP property, indicated that he was present to to support Frahm. Ramsey explained that he feels without use TIF as a tool the area will either under develop or not develop at all. Motion: Berg/Searls to indicate that the Town supports the creation of a TIF District in the East Metro Business Park general proximately (boundaries to be determined) with the understanding that the upfront funding will not come from Town of Burke. Motion carried.

- b. Renewal of Liquor, Cigarette and Operator's licenses. A list of the applications was provided in the Board packet including two new operator license applications. Ayers noted that the application for the Rodeside includes an outside patio area. Berg expressed his concern with one of new operators being cited for underage drinking. Searls indicated that the person was working for Kwik Trip not in an establishment that serves open intoxicants. Motion: Berg/Munson to approve the Liquor, Cigarette and Operator's Licenses as presented including the additional outdoor areas requested by Rodeside and the VFW. Motion carried.
- c. Award Bids for 2011 Roads Project. The bid tabulation was included in the Board packet. Anne Anderson indicated Frank Bros. came in with the lowest bid. Wolf second lowest. Frank Bros had no red flags re: workmanship and projects in the past were done in timely fashion. She indicated they would ensure safe roads, with appropriate flaggers and road signs. Kurt also expressed in conversations with other people that have had Frank Bros. do their road projects were generally happy with the outcome, and no real concerns. Berg expressed concern regarding overages. Anderson indicated that the bid was already under budget and that any indication of additional costs would be passed along to Kurt and Ayers before work would be done. Viney commended Anderson for her communication, and keeping everyone informed. Motion: Viney/Munson to accept the bid in the amount of \$232,957.80 to Frank Brothers. Motion carried.
- d. Approval of the CMAR report and related resolution. Motion: Berg/Searls to approve the report and resolution number 06152011 as presented. Motion carried.
- e. Amendment no. 1 General Engineering Services contract with Mead & Hunt. Motion: Berg/Munson to approve the amendment as presented. Motion carried.

### 3. OLD/UNFINISHED BUSINESS

- a. 2011 Road Projects update. Anne will contact Frank Bros. regarding the award of the bid.
- b. Update Town Storm water issues-Charlotte's Walk, Wynbrook and Raintree subdivisions including discussions of private culvert replacement and approval of wetland delineation scope. Ayers reported that the Dane County Land Conservation approved the grant for the for the project

however, the funds need to be thawed by the Dane County Personnel and Finance Committee. Anderson reported that the previous wetland delineation had expired and a new one is required to proceed with the project. Motion: Berg/Munson to approve Mead & Hunt project number 02073-00-10001 in the amount of \$6,100 for wetland delineation of Charlotte's Walk pond #2. Motion carried.

- c. Attachment of right of way to Village of DeForest for Williamsburg Way Street extension. Still waiting for the attachment paperwork from the DOT.
4. COMMITTEE REPORTS (AS APPLICABLE)
  - a. Plan Commission/ETZ Committee- Nothing to report.
  - b. Parks Commission-Ayers reported that she spoke with Wiggie regarding the concerns of relocating the Token Creek Park entrance. Ayers also contacted Chris James of the Dane County Parks Department but has not received a response. Ayers will contact James again regarding his attendance at a meeting.
  - c. Fire Commission- no report.
  - d. NECC- no report.
  - e. JRTC- no report.
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 staff review process Motion: Searls/Berg to convene in Closed Session. Roll call: Sears- aye, Berg-aye, Viney-aye, Munson-aye. Motion carried.
6. OPEN SESSION. The Town Board will reconvene into open session pursuant to WI Statutes 19.85 (2) for discussion and possible action regarding matter discussed in Closed Session. Motion: Berg/Munson to reconvene in Open Session. Motion carried. No action was taken regarding items discussed in closed session.
7. Motion: Searls/Berg to adjourn. Motion carried. Meeting adjourned at 8:50 p.m.

Kim Peterson, Deputy Clerk/Treasurer and  
Brenda Ayers, Clerk/Treasurer  
Town of Burke  
6/30/2011