

Town of Burke Board Meeting Minutes – August 18, 2010
6:00 p.m.

Board members in attendance: Chairman Viney, Supervisor Hess, Supervisor Munson and Supervisor Searls. Excused: Supervisor Berg. Also in attendance: Brenda Ayers, Clerk/Treasurer; Ron Kurt, Public Works; Bryan Kleinmaier, 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 6:01 p.m. by Viney.
- c. The Pledge of Allegiance was recited.
- d. Public Hearing to consider a request from John Hack for the purpose of dividing Lot 4, CSM 01835 into two parcels to create a .8 acre lot with the house and buildings separate from the farm land. Property located at 3898 Hoepker Rd, Madison (Parcel 0810-103-9000-1). John Hack explained that he is requesting the CSM to separate the house and buildings from the farmland in order to sell the house and buildings and keep ownership of the farmland. No one spoke for or against the proposed CSM.
- e. Public Hearing to consider a request submitted by Wayne and Scott Endres for the purpose of dividing Lot 14, Rattmann Heights into two parcels to create a lot for Scott to build a house. Property located at 3705 Lance Lane, Madison (Parcel 0810-104-6084-6). Ayers read letters of opposition from Art and Marilyn Burkhalter and Neil and Patricia McCallum. Both letters expressed concerns about setting a precedent for others in Rattmann Heights to split their lots. Scott Endres said that the City of Sun Prairie initially shared this concern until they realized there are not many lots that can be split due to access. A neighboring property owner who was present at the meeting said she would consider splitting her lot if this CSM is approved. According to the subdivision map, there are at least three lots that have been split in this subdivision, including the lot owned by the neighbor who was present at the meeting.
- f. Approval of August 4, 2010, Board meeting minutes. Motion: Hess/Searls to approve the minutes as presented. Motion carried.
- g. Public Works report. Kurt reported that staff is completing the third round of chipping. He is waiting to hear from Jeff of Crack Filling Service to set up a meeting to look at the roads. Kurt purchased stencils, paint and glass beads for painting the railroad crossings.
- h. Clerk/Treasurer report. Ayers reported that she and Kurt attended the preconstruction meeting for Hanson Road. The road will be closed to through traffic from August 23 through September 27. Ayers, Kurt, Searls and Wiganowsky met with Kevin Connors and Jeremy Boulasek from Dane County Land Conservation regarding the flooding issues. Land Conservation staff will provide a report to the Town. The 2010 population estimate of 3,103 was received. Ayers asked the Board if they would consider revising the escrow deposit for driveway reconstruction due to the amount of complaints received from residents. Ayers was instructed to find out what other communities charge.
- i. Finance Report. Ford provided the report at the previous Board meeting.
- j. Approval of Bills. Board members reviewed the bills and signed the Town Board Approval cover sheet for check number 23917-23950 and payroll related disbursements number 1338-1352.
- k. Public Concerns: Public's opportunity to speak to the Town Board about any subject that is not a specific agenda item. None.

2. NEW BUSINESS

- a. Recommendation from Plan Commission to consider the request from John Hack for the purpose of dividing Lot 4, CSM 01835 into two parcels to create a .8 acre lot with the house and buildings separate from the farmland. Property located at 3898 Hoepker Rd, Madison (Parcel 0810-103-9000-1). Hess reported that the Plan Commission recommended approval with the fifteen (15) conditions identified by Daniel Everson with Dane County Zoning. Motion: Hess/Munson to approve the CSM contingent upon satisfying the fifteen (15) conditions from Dane County. Motion carried.
- b. Recommendation from Plan Commission to consider the request from Wayne and Scott Endres for the purpose of dividing Lot 14, Rattmann Heights into two parcels to create a lot for Scott to build a house. Property located at 3705 Lance Lane, Madison (Parcel 0810-104-6084-6). Hess reported that the Plan Commission voted to recommend approval with the nine (9) conditions noted in the letter from Daniel Everson of Dane County Zoning and added the following conditions: a note be added to the CSM regarding the property being in a protected area and the City of Sun Prairie's approval of the proposed driveway location. Motion: Hess/Munson to approve the CSM contingent upon: meeting the nine conditions noted in the letter from Daniel Everson, a note is added to the CSM regarding the property being in a protected area and City of Sun Prairie's approval of the proposed driveway location and CSM. Motion carried.
- c. Operator's licenses. None.
- d. Ordinance # 08182010 regulating length of lawns and grasses. Motion: Hess/Searls to approve Ordinance #08182010 with the Weed Commissioner receiving the application and approving natural lawns. Motion carried.
- e. Set project priorities for new engineering firm. Hess explained that the following issues are priorities for the Town: Charlottes Way repairs, stormwater drainage in Charlottes Walk, Wynbrook and Raintree subdivisions and the use of PASER road ratings to develop a long-term road plan. Motion: Hess/Munson to approve the proposal for general engineering services with Mead and Hunt as presented. Motion carried.

Motion: Hess/Munson to take the agenda out of order and proceed to item 3f. and then to the closed session. Motion carried. (Note: minutes are in agenda order, not meeting order)

3. OLD/UNFINISHED BUSINESS

- a. Update Town Storm water issues-Charlotte's Walk, Wynbrook and Raintree subdivisions
- b. Committee & Commission appointments. The name of the person who responded to the request for commission/committee members in the newsletter was given to Munson for consideration on the Park Commission.
- c. Possible repair of Charlotte's Way. No action was taken.
- d. Follow up on 2009 Road projects. Discussed in closed session.
- e. Status of Intergovernmental Agreement for EMS Services. No action was taken.
- f. Temporary snowplow drivers and contract plowing. Josh Miller of Premier Lawn Services, LLC presented a lump sum contract that included salt. Miller said the cost would be lower if the Town provides the salt as it did last year. Miller also indicated that he is willing work on a collaborative dispatch system with Town staff. Miller will provide a contract without the salt for the Board to consider at the next meeting. Hess suggested that Miller also add an option for Miller's staff to provide back up plow services since the Town has not found back up drivers yet.
- g. Detachment of a portion of the Bostad property previously annexed to the City of Sun Prairie (Weybridge Development) and attachment to the Town of Burke. Sun Prairie has not submitted the paperwork. No action was necessary.

4. COMMITTEE REPORTS (AS APPLICABLE)

- a. Plan Commission/ETZ Committee- ETZ met on August 10 to consider a request from Diesel Injection Service for a service drive between two of their buildings.
- b. Parks Commission- the Town picnic is August 21.
- c. EMS Committee- Ayers is meeting with Krueger and Wolf on August 23 to discuss the process for dissolving the Maple Bluff-Burke-Blooming Grove EMS District.
- d. Fire Commission- will meet August 19 to begin budget discussions.
- e. NECC- next meeting is in October.
- f. JRTC- met August 16, nothing new to report.

5. CLOSED SESSION. THE TOWN BOARD WILL CONVENE INTO CLOSED SESSION PURSUANT TO WIS. STAT. SEC. 19.85(1)(g) Conferring with legal counsel for the governmental body who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation in which it is likely to become involved related to pursuing options to remedy defects related to the 2009 Roads Project. Motion: Hess/Munson to convene in closed session. Roll call: Searls-aye, Viney-aye, Hess-aye, Munson-aye. Motion carried.

6. OPEN SESSION. THE TOWN BOARD WILL RECONVENE INTO OPEN SESSION PURSUANT TO WIS.STATUTES 19.85(2) FOR DISCUSSION AND POSSIBLE ACTION REGARDING MATTERS DISCUSSED IN CLOSED SESSION. Motion: Hess/Munson to reconvene in open session. Motion carried.

7. ADJOURNMENT

Motion: Viney /Hess to adjourn. Motion carried. Meeting adjourned at 7:41 p.m.

Brenda Ayers
Clerk/Treasurer
Town of Burke
8/25/2010