

Town of Burke Board Meeting Minutes – September 19, 2012
6:00 p.m.

Board members in attendance: Chairman Viney, Supervisor Berg, Supervisor Hess, Supervisor Searls and Supervisor Munson. Also in attendance: Brenda Ayers, Clerk/Treasurer; Ron Kurt, Public Works and Kim Peterson, Deputy 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 Chairman Viney.
- c. The Pledge of Allegiance was recited.
- d. Public Hearing on a proposed CSM submitted by Doris Lundquist for the purpose of dividing a 5.01 acre parcel into two separate lots (2.5 and 2.51 acres) property located at 6234 Sommer Valley Circle (parcel number 0810-044-9530-2). There were no comments from the public.
- e. Approval of minutes from the August 15, 2012, Board meeting. Motion: Hess/Munson to approve the minutes as presented. Motion carried.
- f. Public Works report. Kurt reported that staff has completed fall ditch mowing and they are in the process of trimming branches. He ditch mowed the banks of the Charlotte's detention pond and the pond in Rattman Heights. There is a tree in Rattman Heights Park that needs to be taken down. The pre-wet system has been installed on the truck. The Peterbuilt has a power steering leak. Per the capital plan, he is ordering a new ditch mower at the end of October. He is also looking at options for replacing the riding mower. The last round of chipping for the year will start the first week in October. Searls reported that the City of Sun Prairie asked if there is any interest from the Town to extend roads in Ledges and Wyndham Hills. Kurt will look at the roads.
- g. Clerk/Treasurer report. Ayers reported that the \$50,000 from the Dane County storm water grant has been received. Staff is preparing for the November 6 election. There will be Board meetings on both October 3 and 17 to work on the budget.
- h. Finance Report. The Cash on Hand report and Profit & Loss Budget to Actual as of August 31, 2012, were 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 25367-25441 and payroll related disbursements number 2124-2157.
- j. Public Concerns: Captain Anhalt from the Dane County Sheriff's Department reported that she had a conversation with Ayers regarding the Town withdrawing from the contract. She was present to address concerns regarding the service. Viney noted that the Town is considering withdrawing from the contract due to budget constraints, not due to service concerns. Captain Anhalt reported that she would like the opportunity to present information gathered by the crime analyst hired in March to the Board at a future meeting. Searls stated there are no complaints about contract deputy and that it is purely a financial issue.

Searls also noted that the Town has downsized staff and changed EMS providers in an effort to save money. Searls noted that the contract deputy provides service 20 hours a week and not at night. Sheriff Mahoney stated that the Town owns the contract and is able to schedule the deputy to suit its needs. Captain Anhalt stated that no matter what happens the Sheriff's department will continue to work with the Town.

Peterson read Veto's August 2012 report. Peterson also provided an update on parking in Dovetail on behalf of Veto. Veto spoke with landlord about the problems and things have gotten better. One vehicle was towed. Veto is not requesting no parking signs at this time but he does recommend placing a no parking sign in the cul-de-sac.

2. NEW BUSINESS

- a. Resolution 09192012A Honoring Bert Wilson's Service to the Town of Burke. Motion: Hess/Munson to approve Resolution 09192012A. Motion carried.
- b. Resolution 09192012B To Conditionally Approve A Two Lot Certified Survey Map (CSM 9410) Submitted By Doris Lundquist. Berg expressed concerns about the proposed location of the drain field on the newly created lot. Ayers noted that approval of the CSM does not approve the siting of the drain field and the drain field will need to meet setbacks, etc. prior to construction. Motion: Hess/Berg to approve Resolution 09192012B. Motion carried.
- c. Request for a school bus stop ahead sign south of the hill on Portage Road submitted by Richard Eakins of First Student. Eakins submitted a written request for a bus stop ahead sign south of the hill on Portage Road because the hill obscures the vision to stops at 6187 and 6186 Portage Road. Ayers noted that Board action is not required on non-regulatory sign and suggested that the Town give the authority to staff to place these signs. Motion: Hess/Munson to allow staff to use their discretion in placing non-regulatory or caution signs. Motion carried.
- d. Snowplow proposal for 2012/2013 through 2014/2015 submitted by Josh Miller, Premier Lawn Services. Motion: Munson/Hess to approve the proposal with the addition of a 60 day notice of assignment of contract provision. Motion carried.
- e. Resolution 09192012C Transfer of Excess Budget Funds. Motion: Hess/Munson to approve Resolution 09192012C as presented. Motion carried.
- f. Dane County Ordinance Amendment 13, 2012-2013 Amending Chapter 10 of the Dane County Code of Ordinances Regarding Revisions to the A-4 (Small Lot Agriculture) District. Motion: Hess/Berg to approve Dane County Ordinance Amendment 13, 2012-2013. Motion carried.
- g. Dane County Ordinance Amendment 14, 2012-2013 Amending Chapter 10 of the Dane County Code of Ordinances Regarding Revisions to the A-B (Agriculture Business) District. Motion: Berg/Hess to approve Dane County Ordinance Amendment 14, 2012-2013. Motion carried.
- h. 2012 Population Estimate. The Board did not dispute the estimate of 3,308.

- i. Operator's licenses. Motion: Searls/Berg to grant Operator's Licenses to Christine Zumstein, Ashley Nicholls-Nyhus and David Ringelstetter. Motion carried.
3. OLD/UNFINISHED BUSINESS
- a. 2012 Roads Project update and approval of pay request no. 2. Motion: Hess/Munson to approve pay request no. 2 in the amount of \$28,659.75 as recommended by the Town's engineer. Motion carried.
 - b. Update on Charlotte's Walk Pond 2 un-named tributary (BB1) study. Ayers reported that the survey is done.
 - c. Status of final layer of asphalt in Gehrke's Knoll. Ayers reported that she has not received any information regarding a start date nor has she received the letter of credit. Ayers will contact the Town's attorney for assistance.
4. COMMITTEE REPORTS (AS APPLICABLE)
- a. Plan Commission- meeting September 26 regarding the Wood Ger Final Plat.
 - b. ETZ Committee- September meeting was cancelled.
 - c. Events Committee- approximately 400 people attended the Town picnic on August 25.
 - d. Parks Commission- Berg reported that he and Ron were working with Jerry Simon regarding the tree and moss on the shelter roof in Rattman Heights. Berg volunteered to get on the roof and clean up the moss.
 - e. Fire Commission- Searls reported that representatives from the city and the towns have been meeting regarding contract negotiations. Searls reported that the Towns anticipate paying the same amount in 2013 as 2012 along with the carryover. Searls also noted that the municipalities still consider the full time staffing initiative to be a pilot program.
 - f. NECC- next meeting is October 8.
 - g. JRTC- Ayers reported that some members of the group are proposing an increase in the room tax percentage. She will have more information after their next meeting on October 15.
5. **CLOSED SESSION: The Town Board will convene into closed session pursuant to Wis. statute 19.85(1) (e)** Deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session, to discuss the Dane County Sheriff's agreement. The Board did not convene in Closed Session.
6. **OPEN SESSION:** the Town Board will reconvene into open session pursuant to WI Statutes 19.85 (2) for discussion and possible action regarding matters discussed in Closed Session and to proceed with other items on the agenda.
7. ADJOURNMENT. Motion: Hess /Munson to adjourn. Motion carried. Meeting adjourned at 7:28 p.m.

Brenda Ayers, Clerk/Treasurer
 Town of Burke
 10/12/12