

Town of Burke Board Meeting Minutes – November 16, 2011
Immediately following the budget hearing and town meeting
Which began at 6:00 p.m.

Board members in attendance: Chairman Viney, Supervisor Berg, Supervisor Hess, Supervisor Munson. Excused: Supervisor Searls. Also in attendance: Brenda Ayers, Clerk/Treasurer; Ron Kurt, Public Works; Kim Peterson, Deputy Clerk/Treasurer 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 6:07 p.m. by Viney.
- c. The Pledge of Allegiance was recited.
- d. Public information session regarding Charlottes Walk Pond. Anderson explained that the town is planning to reconstruct the pond due to on going flooding concerns. Currently, the pond has less than a foot of storage for stormwater retention. The plan includes removing the berm in the center of the pond to increase the depth and to add an outlet structure. The culverts in the private drive downstream will also be replaced. The Town received a grant from Dane County Land Conservation for a portion of the project expenses; the remainder has been set aside from the tax levy and sale of property. The majority of work will occur in January and February when the ground is frozen to avoid disturbance of the unnamed tributary. In conjunction with road projects in the area, two more pipes will be added along Templeton to allow water to get to the pond quicker. The Town is working with Dan Lothe to use his lot as a temporary staging area for equipment and materials. The road construction/pipe addition will occur in late spring early summer.
- e. Approval of October 19, 2011, Board meeting minutes. Motion: Hess/Munson to approve the minutes as corrected. Motion carried. Corrections were: item 1e., end of second line, “the” should be “on.”
- f. Public Works report. Kurt reported that he was on vacation last week Kurt also reported that he has not heard back on the bid the Town put in on the flail mower that was for sale by the Town of Madison. He noted that he is reviewing shop inventory and will purchase needed items by the end of the year.
- g. Clerk/Treasurer report. Ayers reported that she and Peterson are working on budget and taxes. Ayers, Gene Benisch and Marv Urban attended election training in the Town of Sun Prairie. The Town was awarded \$13,292.94 for Burke Road reconstruction in 2012 through the TRIP program.
- h. Finance Report. The Cash on Hand report through October 31 was included in the packet.
- i. Approval of Bills. Board members reviewed the bills and signed the Town Board Approval cover sheet for check number 24742-24792 and payroll related disbursements number 1814-1839.
- j. Public Concerns: Peterson read Veto’s written report. Peterson also asked if it was necessary for Veto to appear once a month or if submitting a written report is sufficient. Peterson noted that Veto has to adjust his schedule and reduce his patrol time to attend nightly meetings. The Board members agreed that was acceptable for Veto to submit a written report most of the time but his presence is required for liquor license renewals,

when items of concern are found in background checks for operator's licenses and when there are major law enforcement issues in the Town that should be brought to the Board's attention (i.e. vandalism, robberies, etc.)

2. NEW BUSINESS

- a. Operator's licenses. Motion: Hess/Berg to grant an Operator's license to Bobbi Keller and Bruce Krause. Motion carried.
- b. Adoption of the 2012 General Budget and Utility Budgets. Motion: Hess/Munson to approve the General Fund and Utility Districts budgets as submitted. Motion carried.
- c. Rescission of 2009 taxes on parcel 0810-164-9550-3. Ayers reported that the City of Madison purchased the property from MG&E in 2008 and the property should have been tax exempt. Per the County Treasurer's office, the Town should pay the taxes and file for the rescission through the Department of Revenue. Motion: Berg/Hess to rescind the 2009 taxes as presented. Motion carried.

3. OLD/UNFINISHED BUSINESS

- a. 2011 Roads Project update and approval of pay requests. The final pay request from Frank Brothers and a bill from Madison Crushing for repairs of previously seeded items were included in the packet. The project as contracted came in \$10,000 under budget. However, an extra \$6,095 in expenses was incurred to reseed areas where people drove off the road and caused ruts. Motion: Hess/Munson to approve the final pay request from Frank Brothers and the bill from Madison Crushing as presented. Motion carried.
- b. Update Town Storm water issues and update on status of easements. Ayers noted that Lothe's attorney requested changes to the language and to the width of the easement. In addition, Anderson requested an additional easement area along Templeton. Motion: Hess/Munson to approve the revised language and the revised width of the easement area as presented. Motion carried.

4. COMMITTEE REPORTS (AS APPLICABLE)

- a. Plan Commission/ETZ Committee- the Plan Commission is scheduled to meet on November 23 to consider a rezone request submitted by Keith Walrack. The November ETZ was cancelled.
- b. Parks Commission- no update.
- c. Fire Commission- no update.
- d. NECC- no update.
- e. JRTC- the budget meeting is scheduled for November 21.

5. ADJOURNMENT

Motion: Hess/Munson to adjourn. Motion carried. Meeting adjourned at 7:13 p.m.

Brenda Ayers, Clerk/Treasurer
Town of Burke
12/1/2011