

**Town of Burke Board Special Meeting Minutes-October 1, 2014  
6:00 p.m.**

Board members in attendance: Chairman Viney (arrived at 6:09 p.m.), Supervisor Berg, Supervisor Nimmow, Supervisor Stieren, Supervisor Truitt. Also in attendance: Brenda Ayers, Clerk/Treasurer and Ron Kurt, Public Works Lead. See attached list for other interested parties in attendance.

**ALL AGENDA ITEMS ARE SUBJECT TO POSSIBLE ACTION**

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 Berg.
- c) The Pledge of Allegiance was recited.

2) NEW BUSINESS

- a) Discuss/possible action on consideration of rescinding the Room Tax Ordinance effective 1/1/2015. Berg and Nimmow reported on the joint meeting with Windsor, Vienna and DeForest regarding the existing room tax agreement. While DeForest and Windsor tried to convince Burke and Vienna to remain in the agreement, they did not present a compelling argument to stay. Berg explained that 70% of the room tax is given to DeForest Area Chamber to promote the area and 30% is retained by Burke. The amount retained by Burke was used in the past to fund the Easter Egg Hunt, 4<sup>th</sup> of July donation to the Lions and the Town Picnic. In June Burke gave notice to withdraw from the room tax agreement effective December 31, 2014. The decision needs to be made to 1) form a commission to promote tourism in Burke using the room tax funds 2) contract with a tourism entity to promote tourism in Burke using the room tax funds or 3) rescind the room tax ordinance. Burke does not have the destinations to promote that would put "heads in beds." Motion: Nimmow/Stieren to rescind the room tax ordinance effective January 1, 2015. Motion carried. (Viney arrived) With the rescission of the room tax in 2015, the Board discussed how to fund the events previously supported by the 30% retained by Burke. After much discussion, it was determined that it would not be prudent to levy taxes for events that only 10% of the residents attend. Ayers will contact the Lions Club regarding the loss of funding and to see if they would like to assume responsibility for the egg hunt.
- b) Commission/Committee appointments. Ayers provided Viney a list of suggested appointments and Viney made the appointments as recommended (copy attached). It was determined that since the road project study was near completion, no Board representation was required.
- c) Preliminary discussion on the 2015 Budget. Ayers provided Board members with a copy of the 2014 budget in advance of the meeting for discussion purposes. Ayers asked if the Board had any questions about any budget line items. Kurt reported that salt prices will increase by \$10 per ton in 2015. Nimmow inquired about the \$6,000 budgeted for social services contributions/gifts. Ayers reported that \$5,000 is given to Colonial Club in return for services received by Town

residents and \$1,000 is given to Token Creek Watershed. Ayers stated the donation to the Token Creed Watershed has been ongoing since prior to her employment and she asked if Viney knew the purpose of the donation. Ayers will write a letter to the Token Creek Watershed Committee inquiring about the use of the funds.

- 3) **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 personnel matters and the Personnel Committee's recommendation for 2015 wages and salaries. Viney announced the purpose of the closed session as noted on the agenda. Motion: Berg/Nimmow to convene in closed session. Berg-aye, Nimmow-aye, Viney- aye, Stieren-aye and Truitt-aye. Motion carried.
- 4) **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. Motion: Nimmow/Berg to reconvene in open session. Berg-aye, Nimmow-aye, Viney- aye, Stieren-aye and Truitt-aye. Motion carried.
- 5) **POSSIBLE ACTION ON MATTERS DISCUSSED IN CLOSED SESSION.** Motion Berg/Truitt to include a maximum 2% wage increase in the budget and to give the department heads the discretion to award individual increases to employees up to 2% based on performance. Motion carried. There was a discussion about the purpose of the employee incentive account but no decision was made regarding the continuance of the program.
- 6) **NEXT MEETING DATE.** October 15 at 6:00 p.m.
- 7) **ADJOURNMENT.** Motion: Nimmow/Stieren to adjourn. Meeting adjourned at 7:49 p.m.

Brenda Ayers  
Clerk/Treasurer  
11/11/2014