

Town of Burke Board Meeting Minutes – December 16, 2015
6:00 p.m.

Board members in attendance: Chairman Viney, Supervisor Berg, Supervisor Nimmow, Supervisor Stieren and Supervisor Truitt. Also in attendance: Brenda Ayers, Administrator/Clerk/Treasurer; Ron Kurt, Public Works Lead and Teri Saxon, 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 Viney.
- c. The Pledge of Allegiance was recited.
- d. Public Concerns: Public's opportunity to speak to the Town Board about any subject that is not a specific agenda item. None.

2. Consent agenda (*all items listed under the consent agenda will be approved in one motion without discussion unless any Board member requests that the item be removed for individual discussion and possible action. Any item so removed shall be considered after the approval of the remainder of the consent agenda*)

- a. Approval of minutes from the November 18 Budget Hearing/Town meeting and Board meeting.
- b. Approval of bills (payroll related disbursements #3622-#3645 and bills #27856-#27904) and Cash on Hand report as of November 30, 2015.
- c. Operator licenses. None.

Motion: Nimmow/Berg to approve the items on the Consent Agenda as listed. Motion carried.

3. NEW BUSINESS

- a. Discussion with DeForest-Windsor Tourism representatives. Jean Schneider owner Token Creek Eco Inn Bed & Breakfast in Windsor introduced herself. Schneider was appointed to the tourism commission in January 2015. The commission has a new website and marketing plan. The website contains professional photography and is geared toward fitness activities. They have had articles in USA Today and the Milwaukee Journal featuring local attractions. In the winter of 2017, they are considering a fat tire bike race. In 2016, they are trying to get the word out that the area is a vacation training ground. Schneider spoke with Pat Fischbeck of the Speckled Hen B & B in Burke to get her opinion on rejoining and she is open to it. Bruce Stravinski, Chair of tourism commission and Trustee for the Village of Windsor, stated he was on the commission when Vienna and Burke withdrew. He explained that in the past the focus was on the hotels in Vienna since they had the controlling members of the commission and contributed the most money. Stravinski said he would like Burke to consider rejoining the commission. Stravinski explained that commission meetings are held in the Chamber office and Chamber staff attends the meetings and provides administrative support. The current budget is \$10,000 per year which could double if Burke were to rejoin. Stravinski also noted that they promote the entire area not just specific businesses. He also noted that if they reinstated their room tax, Burke's budget could benefit from 30% of the room tax not passed through to the commission. He said that Ayers would not need to be on the commission, as was done in the past, and a business person in the Town could be appointed. Viney stated that the Town was a member of the commission for quite a while and it was not clear how the Town benefited. Nimmow noted that the two entities involved, Days Inn and The Speckled Hen, have their name brand and unique services that attract customers and neither is a tourist destination. Stravinski reported that Windsor has one hotel and a B&B as well. DeForest is also a part of the commission and has no lodging entities. Stravinski reported that Windsor is working on their trail system. Ayers noted that the Speckled Hen property is for sale and might not continue as a B&B. Berg inquired about the number of hits on the website. Schneider responded that it was just completed this fall and it is too early to get good information. Viney indicated that Burke will watch and see what happens with the

existing endeavors of the commission before making a decision. Truitt suggested that Ayers obtain feedback from Days Inn and The Speckled Hen regarding rejoining the commission. Motion: Nimmow/Berg to table action and revisit in March. Motion carried. Schneider said she would like to put Days Inn and The Speckled Hen on the DeForest-Windsor Tourism website. Nimmow said that it could be done independently without Burke's participation. Schneider said they need more participation to help share in the work.

- b. Building inspection contract renewal/price increase with Safebuilt (formerly Independent Inspections). Motion: Stieren/Berg to approve the contract and price increase as presented. Motion carried.
- c. Determine if the Homeowner's Association or the Town should be responsible for stormwater maintenance in the Gerhke's Knoll Subdivision. Ayers reported that there is a discrepancy between the stormwater plan submitted to Dane County which indicates the Town will be responsible for maintenance and the Declaration of Covenants, etc. recorded on the properties in the subdivision which indicates the HOA is responsible for maintenance. Ayers also reported Anne Anderson, Town Engineer, stated that if this subdivision were being developed today, Dane County would not allow the HOA to have the maintenance responsibility. Under the current Covenants, the Town has the ability to perform the maintenance if the HOA fails to do so and also has the right to place the costs thereof as a special charge on the tax bill of the lots within the subdivision. Motion: Nimmow/Truitt to keep the current status of the homeowner's association responsibility knowing that if they fail to do so the Town has the ability to perform the maintenance. Motion carried. Berg-nay.
- d. Ordinance 12162015 to Amend Section 50.08/G.O. 8-3-1 (2) of the uniform code of Ordinances regarding alternate side parking. Viney asked if there have been issues with alternate side parking. Ayers responded that the proposed revision is to provide consistency between the ordinance, signage and present practice. Kurt indicated that signs regarding alternate side parking were recently placed in areas of the Town where the "Welcome to Burke" signs are in areas that did not previously have them. Motion: Berg/Stieren to adopt Ordinance 12162015 as presented. Motion carried.
- e. Appoint Election Inspectors for the 2016-2017 election cycle. Motion: Nimmow/Stieren to appoint the election inspectors on the list as presented. Motion carried

4. OLD/UNFINISHED BUSINESS
NONE.

5. COMMITTEE REPORTS (AS APPLICABLE)

- a. Plan Commission- see report.
- b. ETZ Committee-see report.
- c. Parks Commission- met on December 1st to discuss signs and equipment. Decided not to pursue a sport court in Burke Conservancy. Next meeting is in March.
- d. NECC-next meeting Jan 25.

6. NEXT MEETING DATE January 20, 2016

7. ADJOURNMENT. Motion: Nimmow to adjourn. Motion carried. Meeting adjourned at 6:57 p.m.

Brenda Ayers
Administrator/Clerk/Treasurer
Town of Burke
01/07/2016