

Town of Burke Board Meeting Minutes
June 15, 2016 -- 6:00 p.m.

Board members in attendance Supervisor Berg, Supervisor Nimmow, and Supervisor Truitt. Excused: Chairman Viney and Supervisor Stieren. 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) Call to Order at 6:01 p.m. by Acting Chair Berg.
- c) The Pledge of Allegiance was recited.
- d) A Public Hearing regarding Liquor License applications (new and renewals). A list of the applications was provided to the Board. No one present spoke for or against the licenses.
- e) Hearing regarding nuisance trees at 3850 Hoepker Road. Ayers pointed out this is different from a public hearing. The hearing is between the Board and the person. A letter was sent to property owner. Kastner responded in person and stated he has a friend that can remove the trees but not until August. Because Kastner was unable to attend the meeting he was advised to write a letter. The letter was provided to the Board. Nimmow stated he drove by property and noted orange x's on trees. Berg asked what if the trees fall over in the meantime? Kurt responded there is no guarantee the direction or when they will fall. They are dead. Said they could fall in direction of road and they would be in right-of-way. Ayers stated in her letter that trees need to be removed by June 20 or we would remove the trees. Ayers did not approve August date but told him we would work with him.
- f) Public Concerns: Public's opportunity to speak to the Town Board about any subject that is not a specific agenda item. No comments.

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 May 18, 2016 Board meeting
 - b) Approval of bills (payroll related disbursements #3802-#3830 and bills #28185-#28231) and Cash on Hand report as of May 31, 2016
- Motion: Truitt/Nimmow to approve the consent agenda as presented. Motion carried.

3) NEW BUSINESS

- a) Request from Token Creek Lions Club for closure of the road, use of gator, use of no parking signs and garbage pick-up/drop-off for the Token Creek 4th of July Parade – Julie Hellenbrand of Token Creek Lions asked to close Portage Road from 10:30 am to 3 pm on July 4th for the parade. She requested the use of no parking signs from the Town. She stated they do not need the Town's gator. Asked if possible to leave bags and Town could pick up. It was recommended that Hellenbrand contact bars along Portage Road and ask if the Lion's Club could put garbage in their dumpsters. Motion:

Nimmow/Truitt that we fulfill the Lion's request with help of closure of road from 10:30 am to 3 pm, parking signs placed in proper spot for 4th of July parade. Amend: Garbage pickup will be arranged by Lion's Club. Motion carried.

- b) 2016 Chip Seal bid opening and possible award thereof. Two people picked up packets and each returned a packet. Brenda opened the packets during the meeting. Fahrner submitted a no bid and included a note. In summary, the note stated Fahrner is excluded from bidding because the alternate material can only be purchased by one contractor. Ayers pointed out that the town is not intentionally excluding anyone but feels the alternate is a good product. Scott bid \$59,723.35 -- bid includes stripping. Motion: Truitt/Nimmow to accept bid from Scott for \$59,723.35. Motion carried.
- c) Nuisance trees 3850 Hoepker Road. Motion: Nimmow/Truitt that give until August 31 to remove trees. If not completed by August 31, we will take action to remove trees. In the meantime, if trees fall down before removal they will have to reimburse the Town of Burke for removal of fallen trees. Motion carried. Nimmow asked that Ayers follow-up with a letter to Kastner.
- d) Road boring (Pepsi Way, Rostad Dr, Haase Rd, Anderson Rd and Gaston Rd) and storm sewer televising (Haase and Anderson) proposals from Mead & Hunt. Mead & Hunt recommends performing the boring work in 2016 for 2017 road projects. The boring findings will show the material under the road and identify any deficiencies prior to bidding the project. Ayers stated this is money well spent. When borings were not performed, a previous road project well exceeded the engineer's estimate due to undercuts that were not projected. Motion: Nimmow/Truitt to approve the proposal from Mead & Hunt the soil borings and storm sewer televising in the amount of \$22,985. Motion carried.
- e) Liquor, Cigarette and Operator's license applications (new and renewals). Ayers indicated to the Board that background checks were completed on all new operator license applications. All applications came back clear with no problems. She also reported that the Dane County Sheriff's Department continues to do random compliance checks and no underage violations were reported. Ayers pointed out that the liquor license report provided to the Board included both Rodeside Hospitality, Inc. and Pegasus Restaurant Group, Inc. pending the sale of the Rodeside Grill. The Rodeside Hospitality, Inc. application has been withdrawn with a closing scheduled for June 21. Pegasus will operate the Rodeside Grill starting on July 1. Pete Beeber of Pegasus Restaurant Group addressed the Board and wanted to say that he has been running the Rodeside for eight years and this will be a seamless transition. Motion: Nimmow/Truitt to grant the liquor, cigarette and operator's licenses as is with the removal of Rodeside Hospitality, Inc. Motion carried.

4) OLD/UNFINISHED BUSINESS

- a) County Highway C construction update. They are working steadily on project. There have not been any real concerns with construction.

5) COMMITTEE REPORTS (AS APPLICABLE)

- a) Plan Commission. No meeting. Meeting scheduled July 13. Ayers will be gone. Berg will take the minutes at the meeting. Kelli Bialkowski from Village of DeForest indicated the Village of DeForest has agreed to cover all costs and wants to proceed with obtaining the property adjacent to the water tower.
- b) ETZ Committee. No meeting. Next meeting July 12. Ayers will contact Brandy with the Village of DeForest to reschedule because she is unable to attend.
- c) Parks Commission. No report. Kurt said that concrete slabs for the shelters are complete and the playground equipment at Ronald Hagen Park will be installed June 20.
- d) NECC. Next meeting July 25.

6) NEXT MEETING DATE – July 20, 2016

- 7) ADJOURNMENT. Motion: Nimmow/Truitt to adjourn this lovely meeting. Motion carried. Meeting adjourned at 6:40 p.m.

Teri Saxon
Deputy Clerk/Treasurer
Town of Burke
07/08/2016