

**Town of Burke Board Meeting Minutes**  
**Wednesday, July 19, 2017**  
**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 and Ron Kurt Public Works Lead Patrolman. See attached list for other interested parties in attendance.

1) ADMINISTRATIVE

- a) It was determined that a quorum was present and the meeting was properly posted.
- b) The meeting was called to order at 6:00 PM by Chairman 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 June 21, 2017 Board meeting
- b) Approval of bills (payroll related disbursements #4197-4225 and bills #28924-#28950) and May Cash on Hand report
- c) Operator's Licenses

Motion: Truitt/Nimmow to remove the Operator's License application for Susan Jackson from the consent agenda. Motion carried.

Motion: Truitt/Stieren to approve the consent agenda with the removal of the operator's license for Jackson. Motion carried.

Motion: Stieren/Truitt to deny the application for Susan Jackson due to items in her background check which raised concerns about her ability to sell alcohol responsibly. Motion carried. It was suggested that the applicant reapply once she has met the terms of her deferred prosecution.

3) NEW BUSINESS

- a) Temporary Class B License application to sell fermented beverages submitted by VFW Post 8483 for a car show on August 19, 2017. Viney asked if any changes have been made to the event. Bruce Squires of the VFW said the event will be the same as it has in the past. Motion Truitt/Stieren to approve license. Motion carried.
- b) Resolution 07192017A transferring excess 2016 budget funds. Motion Berg/Nimmow to adopt Resolution 07192017A as presented. Motion carried.
- c) Rescind Resolution 06212017B Approving the CSM and Rezone of Lot 2 from A-1 to R-1 and Denying the Rezone of Lot 1 from A-1 to RH-4 submitted by Peter Kurt on behalf of the Kurt-Manhart Estate. Ayers explained the City of Madison has reviewed their position on property splits in the cooperative plan. Since the plan states that the division of one lot into two for residential purposes is not considered development the City feels it is necessary to rezone the lots so they are truly for residential purposes only. Ayers also explained that she and the town attorney are working on a deed restriction that could be used in lieu of rezone. She provided the Board with a draft of the deed restriction and explained that it would not be timely for Mr. Kurt's application. The City of Madison will not sign off on the CSM without going through their development process unless both lots are rezoned. Mr. Kurt said it would take 6 months to follow

that process. Truitt asked if Mr. Kurt is comfortable with the RH-4 zoning of lot one. Mr. Kurt said he is. Motion: Berg/Stieren to rescind Resolution 0621017B. Motion carried. Ayers asked the Board members to review the Deed Restriction draft and provide comment prior to the next Board meeting.

- d) Resolution 07192017B Approving the CSM and Rezone of lot 1 from A-1 to RH-4 and lot 2 from A-1 to R-1. Motion: Berg/Stieren to adopt resolution 07192017B. Motion carried.
- e) Intergovernmental Agreement between the Town of Burke and City of Sun Prairie for the reconstruction of Brooks Dr. Ayers explained that a large portion of the work is in the Town's right-of-way and the City is doing the project at no expense to the Town. The City of Sun Prairie is also obtaining right-of-way from a business in the Town. The town attorney felt it would be best to draft an agreement to memorialize the terms of no expense to the Town or property owners and to authorize the City of Sun Prairie to work in the Town's right-of-way. Motion: Truitt/Nimmow to authorize the Town Chair and Clerk to execute the final agreement as long as it substantially complies to the draft provided. Motion carried.

#### 4) OLD/UNFINISHED BUSINESS

- a) Haase and Anderson Roads project. Kurt reported that he and Anne Anderson (Town Engineer) reviewed the site and the curb and inlets have been replaced. Pavement milling is expected to occur Thursday, July 20. Afterwards they will proof roll the road. The project is taking longer than expected.
- b) 2017 Chip Sealing project. The work will begin July 26.

#### 5) COMMITTEE REPORTS (AS APPLICABLE)

- a) Plan Commission. Met July 12. Action on one item was tabled and the other will come before board eventually.
- b) ETZ Committee. No meeting.
- c) Parks Commission. No meeting.
- d) NECC. Next meeting is July 31.

6) NEXT MEETING DATE. Wednesday, August 16, 2017. BOR Tuesday, August 29.

7) ADJOURNMENT. Motion: Nimmow/Stieren to adjourn. Meeting adjourned at 6:27 PM.

Brenda Ayers  
Administrator/Clerk/Treasurer  
08/08/2017