

Town of Burke Meeting Minutes
Wednesday, December 20, 2017
6:00 p.m.

Board members in attendance: Chairman Viney, Supervisor Berg, Supervisor Nimmow and Supervisor Truitt. Also in attendance: Teri Saxon, Deputy Clerk/Treasurer and Ron Kurt, Public Works Lead Patrolman. Excused: Brenda Ayers, Administrator/Clerk/Treasurer and Supervisor Stieren. 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 p.m. 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. 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 November 15, 2017 Board meeting
- b) Approval of bills (payroll related disbursements #4348-4381 and bills #29113-29151) and November Cash on Hand report
- c) Operator's Licenses – Jenna Ruples and Tatiana Hunsberger.

Motion: Berg/ to approve consent agenda as presented. Motion died for lack of a second.

Motion: Nimmow/Truitt to remove operator licenses from the consent agenda. Motion carried. Berg – nay.

Motion: Truitt/Nimmow to approve the remainder of the consent agenda as presented. Motion carried.

Truitt questioned Hunsberger's application wherein she stated a DUI in 2013. Saxon stated that a background check through CCAP showed no alcohol related offenses.

Motion: Truitt/Nimmow to approve Operator License application for Jenna Ruples but deny Operator License application for Tatiana Hunsberger based on a DUI three years ago. Motion carried. Berg – nay.

3) NEW BUSINESS

- a) Presentation by Dane County Sheriff's Department and consideration of contract for services in 2018. Mike Walnoha, Crime Analyst with Dane County Sheriff's Department presented a slide show to the Board. Captain Tetzlaff stated that several years ago the Town had a Sheriff's contract with a shared full time deputy. The current contract would be for 12 hours per week with an assigned deputy who would report to the

Town Clerk or designee. The previous contract was for day shift hours and the proposed contract could provide more flexible hours with a minimum four hour block dependent upon duties requested by the Town. Viney indicated that the contract seems pretty straight forward and would like the Town attorney to review it. Captain Tetzlaff noted that upon receiving a signed contract it would be placed before the County Board. Nimmow inquired if the contract would only be 12 hours per week. Captain Tetzlaff indicated that 12 hours per week is an estimate. The schedule would be determined by the Town and the hours could be flexible based upon the duties and possibly more coverage in summer than winter. Viney thanked the representatives from Dane County Sheriff's Department and appreciated the information.

- b) Cooper land rental agreement. Berg stated the land is located in the Hoffman Acres subdivision and is dedicated park land that was not developed. The land is rented as farm land and because it is dedicated park land the rental fee is paid to the Town.

Motion: Berg/Nimmow to authorize the Town Chair to sign the Land Rental Agreement on behalf of the Town. Motion carried.

- c) Appoint Election Inspectors for the 2018-2019 election cycle.

Motion: Nimmow/Berg to appoint the election inspectors on the list as presented. Motion carried.

4) OLD/UNFINISHED BUSINESS

- a) Pedestrian regulation ordinance. Town attorney reviewed the pedestrian regulation ordinance and the possible need for a panhandling ordinance. He recommended the Town should consider conducting a traffic study before adopting a panhandling ordinance. Berg asked Saxon if the Town has received any complaints of panhandlers. Saxon stated that she was unaware of any complaints. Berg indicated that further discussion of a problem that might one day arise may not be a useful expenditure for a traffic study or to spend money for the Town attorney to draft an ordinance. Berg further indicated that the Town is currently negotiating a Sheriff's contract and it may be wise to wait and see if they report any issues to get a better idea of that to do about the panhandling situation.

5) COMMITTEE REPORTS (AS APPLICABLE)

- a) Plan Commission – met on items that will come before Town Board in January. Berg stated he attended the Dane County Board of Zoning and Land Regulation and Bursaw/A-1 Landscaping request for rezone was denied.
- b) ETZ Committee – no meeting.
- c) Parks Commission – no meeting.
- d) NECC – no meeting.

- 6) 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 2018 wages and salaries).

Motion: Berg/Nimmow to convene in closed session. Roll call: Truitt – aye, Viney – aye, Nimmow – aye, and Berg – aye. Motion carried.

- 7) 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 into open session. Motion carried.

- 8) POSSIBLE ACTION ON MATTERS DISCUSSED IN CLOSED SESSION.

The Board filled out the Town Clerk's evaluation. The Board agreed that the Town Clerk should fill out her evaluation as well. The Board determined Truitt and Viney will perform the Town Clerk's review.

- 9) NEXT MEETING DATE. January 17, 2018.

- 10) ADJOURNMENT. Motion: Nimmow to adjourn. Meeting adjourned at 7:53 p.m.

Minutes from closed session until adjournment as recorded by Pat Nimmow.

Teri Saxon
Deputy Clerk/Treasurer
Town of Burke
January 12, 2018