

TOWN OF BURKE
Wednesday, December 18, 2019
6:00 p.m.

Board members in attendance: Chairman Viney, Supervisor Berg, Supervisor Nimmow, Supervisor Stieren, and Supervisor Truitt. Also Brenda Ayers, Administrator/Clerk/Treasurer, Teri Saxon, Deputy 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 p.m. by Chairman Viney.
- c) The Pledge of Allegiance was recited.

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 20, 2019 Board meeting
- b) Approval of bills (payroll related disbursements #5083-5110 and bills #30289-30325) and November Cash on Hand report
- c) Operator's licenses. None.

Motion: Berg/Nimmow to approve consent agenda as presented. Motion carried.

3) NEW BUSINESS

- a) A request for a street light at 5475 Portage Rd requested by the Kingdom Hall of Jehovah's Witnesses, 5475 Portage Rd. Dan Skael, Kingdom Hall, introduced himself and indicated they are requesting a street light to be placed at the Hall. They have approached the neighbors and they are in favor of the street light. One neighbor stated she looks forward to the light because it is very dark and would provide additional security. He indicated it will be a Town street light and could apply levy to tax bill. They will handle all costs to install the pole. Ayers noted similar situations in other areas of the Town that the lighting costs are assessed back to the property owner on the tax bill. Skael indicated that Alliant would do the installation and require payment before they do the installation. Viney stated he sees it as a positive aspect; especially if the Kingdom Hall will absorb the cost of it. Truitt indicated he sees no problem with the light. He further indicated especially since the neighbors are in favor of it. Ayers stated this is a Board decision and the payment could be worked out. She recommended that Kingdom Hall be billed monthly and then next year it will be assessed on the tax bill.

Motion: Berg/Nimmow to approve the request for a street light at 5475 Portage Rd. Town Administrator to work out monthly billing details and then place it on the 2020 tax bill. Motion carried.

- b) A request from the Token Creek Lion's Club to use the Terrace Parklands Park located off Steven Dr for parking during the 4th of July parade and associated events. Ben August, Token Creek Lions Club, stated the Lions are requesting to use the Terrace Parklands Park to relieve the parking pressure from the 4th of July parade. After the parade last year Dane County Sheriff's department told them they needed a parking plan for future parades. August indicated that the park is located close to the parade route and felt they could fit about 120 vehicles in conventional parking spots. He further indicated the Lions would be willing to put in a culvert and gravel with a chain gate at the entrance. He noted they have limited volunteers and may need to look for parking control help from other local groups. Viney inquired about possible damages after the parade and how much the Lions are willing to pay for damages to restore the park. He has additional concerns about the behaviors at the parade and stated the Town cannot pay for damages from the parade. Viney noted the property is not deeded nor intended to be a parking lot. He further inquired if there has been any indication from the neighbors. August stated neighbor, Mr. Smallwood, came up with the idea a few years ago. He added he could talk with the neighborhood. Viney raised further concerns about emergency vehicles and their ability to navigate in an emergency. Berg noted concern about people in a hurry to leave the parade and cutting through the park. He also has concern that providing parking may increase the size of the event. August indicated the only access would be through the gated area. Stieren raised concern in the event of rain and damage to the park grounds. August stated the Lions are trying to decrease the size of the event and the sheriff's department is requiring them to have a parking plan. Truitt raised concerns about environmental damage. Ayers noted this is park land and not a parking lot. Truitt stated he felt this is not the right plan for reasons discussed. He further stated he would be in favor of a shuttle opposed to installing a culvert and gravel in the park.

Motion: Truitt/Stieren to deny the Token Creek Lion's Club to use Terrace Parklands Park for parking during the 4th of July parade. Motion carried.

- c) A request from Bob Davis, Little Explorers Preschool, for "Daycare Ahead" signs. Ayers indicated that Davis stopped in the office and discussed putting up a "Daycare Ahead" sign and the building inspector referred him to public works. He has raised concerns for the safety of cars turning into the daycare. Viney inquired how people will see a sign if they cannot see a car. Ayers indicated that Davis has continued to raise concerns about cars going in and out of the daycare. She further indicated that the Town engineer previously looked into the situation and recommended that the property owner put up a sign on their property alerting drivers of the daycare.

Motion: Stieren/Berg to approve the request for a "Daycare Ahead" sign. The property owner will be responsible for the cost, maintenance and upkeep of the sign. Motion carried.

- d) Renewal of the Land Rental Agreement with William Cooper for croplands on the Hoffman Acres park land.

Motion: Stieren/Berg to approve the renewal of the Land Rental Agreement with William Cooper. Motion carried.

- e) Appoint election inspectors for the 2020-2021 election cycle. A list of potential election inspectors was included in the Board packets.

Motion: Berg/Stieren to approve the appointment of election inspectors for the 2020-2021 election cycle. Motion carried.

- f) Petition for intermediate attachment (including full width of the right-of-way) to the City of Sun Prairie submitted by Colburn Hundley on behalf of Scott & Beth Feiner for 302 S Thompson Rd (parcel number 0810-122-9562-9).

Motion: Truitt/Stieren to approve the petition for intermediate attachment to the City of Sun Prairie for 302 S Thompson Road. Motion carried. Viney – nay.

- g) Petition for intermediate attachment to the City of Sun Prairie submitted by Colburn Hundley on behalf of Randy & Susan Heiman for 420 S Thompson (parcel numbers 0810-121-9260-5) (**Only ½ of right-of-way. On agenda as FYI only**).

4) OLD/UNFINISHED BUSINESS

- a) None

5) COMMITTEE REPORTS (AS APPLICABLE)

- a) Plan Commission. No meeting.
- b) ETZ Committee. Nimmow noted a joint ETZ Committee meeting was held with Vienna and DeForest.
- c) Parks Commission. No meeting.
- d) NECC. No meeting.

- 6) Public Input: Public's opportunity to speak to the Town Board about any subject that **is not a specific agenda item**. None.

- 7) NEXT MEETING DATE. Wednesday, January 15, 2020, 6:00 p.m.

- 8) ADJOURNMENT. Motion: Nimmow to adjourn. Meeting adjourned at 6:56 p.m.

Teri Saxon
Deputy/Clerk Treasurer
Town of Burke
January 10, 2019