

**Town of Burke Board Meeting Minutes – February 15, 2012**  
**6:00 p.m.**

Board members in attendance: Chairman Viney, Supervisor Berg, Supervisor Hess, Supervisor Munson and Supervisor Searls. Also in attendance: Brenda Ayers, Clerk/Treasurer; Ron Kurt, Public Works; Kim Peterson, Deputy Clerk/Treasurer and Anne Anderson, Town Engineer. See attached list for other interested parties in attendance.

1. ADMINISTRATIVE

- a. Determination that a quorum is 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 Hearing regarding a CSM and rezone petition submitted by Keith Walrack to combine two parcels currently zoned R-1 and A-1 into one lot zoned R-1 for the purpose of building an accessory building without a principal residence, property located at 3775 Elna Road, Madison, WI (parcel numbers 0810-104-4101-8 and 0810-104-8850-4). Four written objections were entered into the record. Virginia Johnson spoke in opposition of the application because the applicant is not supposed to operate a business in a residential area. Doug Whittle and Jim Kramer noted that they oppose the application for the same reason as Johnson.
- e. Public Hearing regarding a preliminary plat submitted by Wood Ger Development property located at the corner of Burke Road and Reiner Road (parcel numbers 0810-243-4001-0, 0810-243-4004-0, 0810-234-4007-0, 0810-243-4010-0, 0810-243-4013-0, 0810-243-4016-0, 0810-243-4019-0, 0810-243-4022-0, 0810-243-4025-0, 0810-243-4028-0 and 0810-243-4031-0). Dan Birrenkott noted that he is asking for approval of the preliminary plat on behalf of his client. Mike Vraniak noted that he does not oppose the development but he wants to make sure stormwater runoff is addressed. Currently the water runs across the road into his yard.
- f. Approval of January 18, 2012, Board meeting minutes.  
Motion: Hess/Munson to approve as presented. Motion carried.
- g. Public Works report. Kurt reported that there have been a few small snow/ice events that reduced the salt supply. He is still researching setting up one of the trucks with a salt prewetting solution. The City of Sun Prairie public works staff is in favor of allowing the Town to purchase the solution from them.
- h. Clerk/Treasurer report. Ayers reported that she conducted pollworker training February 9<sup>th</sup>.
- i. Finance Report. Kim will email the Cash on Hand through January 31<sup>st</sup> by the end of week.
- j. Approval of Bills. Board members reviewed the bills and signed the Town Board Approval cover sheet for check number 24924-24972 and payroll related disbursements number 1905-1934.
- k. Public Concerns: Peterson read Deputy Veto's written report.

2. NEW BUSINESS

- a. Resolution 02152012A regarding the Plan Commission's recommendation on a CSM and rezone petition submitted by Keith Walrack to combine two parcels currently zoned R-1 and A-1 into one lot zoned R-1 for the purpose of building an accessory building without a principal residence, property located at 3775 Elna Road, Madison, WI (parcel numbers 0810-

- 104-4101-8 and 0810-104-8850-4). Hess reported on the Plan Commission's recommendation to disapprove the petition. Motion: Hess/Munson to adopt Resolution 02152012A affirming the Plan Commission's recommendation. Motion carried.
- b. Resolution 02152012B regarding the Plan Commission's recommendation on a preliminary plat submitted by Wood Ger Development property located at the corner of Burke Road and Reiner Road (parcel numbers 0810-243-4001-0, 0810-243-4004-0, 0810-234-4007-0, 0810-243-4010-0, 0810-243-4013-0, 0810-243-4016-0, 0810-243-4019-0, 0810-243-4022-0, 0810-243-4025-0, 0810-243-4028-0 and 0810-243-4031-0). Hess reported on the Plan Commission's recommendation to approve the preliminary plat with conditions. Motion: Hess/Berg to adopt Resolution 02152012B affirming the Plan Commission's recommendation. Motion carried.
- c. Operator's licenses. Motion: Searls/Berg to grant Operator's Licenses to Roger Krause, Robert Severson, Nathan Schinke and Heather Reed. Motion carried.
- d. 2012 roads project and engineering scope. Anderson reported on the scope and which roads are included in the project. Kurt reported that in addition to the road reconstruction projects he wants to chip seal a couple of roads in 2012. Kurt reported that a portion of Templeton that is scheduled for reconstruction in 2012 developed a large pothole which has been repaired. Kurt and Lew with Mead and Hunt discussed the possibility of installing clay tile as part of the reconstruction due to the amount of ground water in the area. Kurt also noted that the pond reconstruction should also address some of the water issues. Motion: Hess/Berg to approve the Professional Services Agreement in regards to the 2012 Roads Project in the amount of \$68,000 as presented. Motion carried.
- e. Waste Management proposal for automated pick up. Staff contacted Waste Management regarding automated pick up due to customer requests and reduction in the wear and tear on the roads (recycling pick up every other week). A five year and six year extension of the existing contract options were included in the packet. The extension would also eliminate the fuel surcharge unless fuel is over \$4 per gallon and provide a recycling rebate to the Town. Waste Management will deliver the carts and provide the pick up schedule to the residents. In addition Waste Management has agreed to provide dumpsters for a Town wide spring clean up day. Motion: Searls/Berg to approve the six year contract extension for automated trash and recyclable service. Motion carried.
- f. Request from SPVFD/City of Sun Prairie to use the Town's portion of the 2011 excess fire department funds towards 2012 staff initiative and discussion of current fire department contract. Motion: Hess/ to approve the use of the Town's portion of the 2011 excess budget funds (approximately \$2,018) toward the funding of four new staff positions. Motion withdrawn. Motion: Hess/Searls to the use of the Town's portion of the 2011 excess budget funds (approximately \$2,018) at the Chief's discretion for funding full time staff or a stipend for daytime volunteers. Motion carried.
- g. Commission/Committee assignments. Viney noted that the Park Commission has been serving a dual purpose as a Parks/Events commission. Town staff needs the support of the Park Commission to assist in planning for park improvements and to update the park plan. In order to accomplish this, he is restructuring the existing Park Commission

into two separate entities. Lori Munson has done an excellent job in organizing and working at Town events so Viney appointed her as the Chairperson of the Events Committee. Viney appointed Steve Berg as Chair of the Parks Commission. Viney suggested that Berg and Munson contact people to serve on their respective committees and report to the Board. Viney appointed RJ Hess to the NECC Commission. Searls was appointed to the Advisory Board with Kevin Viney and Brenda Ayers as alternates. Viney reaffirmed the appointments of Hess, Berg and Marv Urban to the DeForest-Burke ETZ. He also reappointed Hess, Mike Vraniak (Chair), Christie Legler, Joan Stoflet, Marv Urban and George Walsh to the Plan Commission. Ayers will continue to serve on the Chamber of Commerce and JRTC. Viney noted that Board member appointments to commissions/committees will run with the Board position term.

### 3. OLD/UNFINISHED BUSINESS

- a. Charlottes Walk Pond project update and consideration of pay request #1. Anderson reported that Badgerland Excavating started dewatering on January 26. She further noted that the excavation portion of the project is substantially complete. Anderson reported that for the most part the project is going as planned however, gravel and paver block materials were found in the small cell of the pond that were not in the original plans. Motion: Hess/Searls to approve pay request #1 in the amount of \$10,909.03 as presented.
- b. A request from Jim Biersach to shoot of fireworks at the Town Hall park on May 20, 2012, for a private party. Jim Biersach missed last meeting when the request was denied because staff informed him of the incorrect date. He asked that the matter be placed on the agenda again so he could address the Board. Biersach provided the Town with an updated license from the Department of Commerce to manufacture fireworks which expires March 25, 2014. Biersch reported that he has 34 years of experience and has provided fireworks at Town events in the past. He also noted that he has \$5 million in insurance coverage through Spectrum Pyrotechnics. Hess noted that staff will need to confirm that the license he provided complies with Town ordinances before the Board can take further action. Action on this item was tabled until the next Board meeting.

### 4. COMMITTEE REPORTS (AS APPLICABLE)

- a. Plan Commission/ETZ Committee- ETZ is scheduled to meet regarding Village code revisions on March 27.
- b. Parks Commission- no report.
- c. Fire Commission- next meeting is February 16 at 7:00 a.m.
- d. NECC- no report.
- e. JRTC- no report.

### 5. ADJOURNMENT

Motion: Hess/Searls to adjourn. Motion carried. Meeting adjourned at 7:22 p.m.