

**Town of Burke Board Meeting Minutes – July 20 2011**  
**6:00 p.m.**

Board members in attendance: Chairman Viney, Supervisor Hess, Supervisor Munson and Supervisor Searls. Excused: Supervisor Berg. Also in attendance: Brenda Ayers, Clerk/Treasurer; Ron Kurt, Public Works. 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. The meeting was called to order at 6:00 p.m. by Viney.
- c. The Pledge of Allegiance was recited.
- d. Approval of June 15, 2011, Board meeting minutes. Motion: Munson/Hess to approve as revised. Motion carried. Revision was on the 2<sup>nd</sup> page 13<sup>th</sup> line down should read, “Ramsey explained that ..... without using TIF as a tool....”.
- e. Public Works report. Kurt reported that the curb work on Portage Road started this week. On July 28 Reiner will be closed during the milling and railroad crossing replacement. Kurt will place the 45 mph signs on Reiner north of Nelson after the road is paved. Staff will start chipping brush in three weeks. Due to the dry weather, the parks are not being mowed weekly. The alternator went out on one of the plow trucks. Staff replaced the alternator. The truck will need to go into Peterbuilt for diagnosis because the air conditioner is not charging. Kurt stated that the road bid included a parking lane on the side of Portage Road that permits parking. Kurt noted that the striping will be off center.
- f. Clerk/Treasurer report. Ayers reported that letters have been sent to property owners who need to move their mailboxes in the Foxmoor, Stony Ridge, Sunnyburke and Sunburst subdivisions. The disaster assistance money from the February blizzard has been deposited to miscellaneous income. The July newsletter will be mailed July 21.
- g. Finance Report. The Cash on Hand report as of June 30, 2011, was included in the Board packet.
- h. Approval of Bills. Board members reviewed the bills and signed the Town Board Approval cover sheet for check number 24519-24577 and payroll related disbursements number 1681-1715.
- i. Public Concerns: Jeff Acker, President of the Charlotte’s Walk homeowner’s association inquired about the plan for the \$10,000 designated for Charlotte’s Walk park improvements. Acker suggested a 10x16 gazebo be placed on the property. He also inquired about the thistles along edge of the pond. The association hires Messners to mow the park but they don’t mow the pond bank because they have gotten stuck in the past.

2. NEW BUSINESS

- a. Operator’s licenses. Motion: Hess/Searls to approve Operator’s Licenses for Rebecca Spagnola, Tammy Boyce and Nathan Tuggle. Motion carried.
- b. Request for a holding tank at 4320 Hoepker Road, Best Bud’s Landscaping. No action was taken because the property owner was not present at the meeting.

- c. Final layer of asphalt on streets in Gehrke's Knoll. Searls 9 lots left to be built on. Ayers will contact Tierney and Gehrke regarding the final layer of asphalt.
- d. 2011-2012 Snow plow Contract. Kurt reported that George from Competitive Tree Service contacted him regarding our plow contract. Hess suggested that Kurt contact George and CJ's to find out what type of equipment and salt storage facilities they have. Kurt stated that he is content with Premier's plowing services. Ayers will contact Josh regarding his price for the 2011-12 plow season.

### 3. OLD/UNFINISHED BUSINESS

- a. 2011 Roads Project update- a copy of an email update date July 14 sent by Anne Anderson was included in the packet.
- b. Update Town Storm water issues-Charlotte's Walk, Wynbrook and Raintree subdivisions including discussions of private culvert replacement and easements. Motion: Searls/Munson to ask for Mr. Lothe a temporary construction easement and a permanent maintenance easement in return for replacement of the culverts at no cost to him. Motion carried.
- c. Attachment of right of way to Village of DeForest for Williamsburg Way Street extension. Motion: Hess/Munson to accept the attachment petition submitted by WisDOT for parcel 0810-043-8520-7 (as noted on exhibit A of the petition). Motion carried.
- d. Follow up on request for street light at the end of Dennis Drive from Brian & Lori Miller. Ayers will send a letter to the property owners in the area regarding the light and the cost assessment.

### 4. COMMITTEE REPORTS (AS APPLICABLE)

- a. Plan Commission/ETZ Committee- Hess reported that the ETZ meeting was canceled in July. The Plan Commission had a preliminary consultation regarding the JAD preliminary plat and a CSM submitted by James and Ronald Weeks. Hess reported that Weeks asked the Plan Commission for relief on his taxes. The Plan Commission directed him to Wiggie since the matter is in the hands of the Dane County Treasurer.
- b. Parks Commission- Munson is in the process of ordering replacements for the worn out swings in the parks. Kurt reported that the platform on the large playground equipment in the Town Hall Park has rust spots and it will be replaced under warranty.
- c. Fire Commission- next meeting is August 18, 7:00 a.m.
- d. NECC- no meeting until October.
- e. JRTC- no report.

5. **CLOSED SESSION. THE TOWN BOARD WILL CONVENE INTO CLOSED SESSION PURSUANT TO WI STATUTE 19.85 (1) ( g) Conferring with legal counsel for the governmental body who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation in which it is or is likely to become involved. For the purpose of discussing the settlement offer in recent litigation. Motion: Hess/Munson to convene in closed session. Roll call: Searls-aye, Viney- aye, Hess-aye, Munson-aye. Motion carried.**

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 compensation review.**
7. **OPEN SESSION. The Town Board will reconvene into open session pursuant to WI Statues 19.85 (2) for discussion and possible action regarding matters discussed in Closed Session. Motion: Searls/Hess to reconvene in open session. Motion carried. No further action was taken.**
8. **ADJOURNMENT**  
Motion: Viney/Hess to adjourn. Motion carried. Meeting adjourned at 7:42 p.m.

Brenda Ayers, Clerk/Treasurer  
Town of Burke  
8/12/2011