

## TOWN OF BURKE BOARD MEETING MINUTES-FEBRUARY 19, 2014

Which Began at 6:00 p.m.

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

### ALL AGENDA ITEMS ARE SUBJECT TO POSSIBLE ACTION

#### 1) ADMINISTRATIVE

- a) Determination that a quorum is present and that the meeting was properly posted.
- b) Call to Order. Chairman Viney called the meeting to order at 6:00 p.m.
- c) Pledge of Allegiance was recited.
- d) Approval of minutes from the January 15, 2014 Board. Motion: Hess/Munson to correct the January 15, 2014 meeting minutes to reflect agenda item "E" line 8 the word be changed to "negotiated." Motion carried.
- e) Public Works report. Kurt reported the final International bill came in \$1,000.00 dollars lower than original estimate. He was told by the local representative nothing can be done with the warranty and was told to call the Regional Representative. He currently has a call into them. The bill for use of the Town of Sun Prairie truck was based on DOT rates for 37 hours, 375 miles totaling \$2,500. There is a shortage of salt and they are currently using a mix of salt and sand. Kurt has informed contracted snow plow drivers to stop the use of salt in the subdivisions at this point to conserve and to only do scraping with these small events of 1 inch or under. He and Ayers are to be meeting with Lew from Mead & Hunt, Christy Bachman, Rob Phillips from City of Madison regarding reconstruction on connecting roads in the town on February 21<sup>st</sup>, weather permitting. Searls noted his appreciation of the work Kurt and Schleicher were doing during these winter months.
- f) Clerk/Treasurer report. Ayers reported the final copy of 2014 budget was included in the board packets. She is currently working on an advisory committee with Department of Employee Trust funds to help with updates to their system. The Fire agreement has been completed and signed. The name will be Northeast Dane County Fire Unit. An advisory committee for the fire unit will include a seat for Town of Burke resident Gene Brink. Angie White from the Sun Prairie Fire Department will be getting the titles together for the trucks. Ayers noted Chris Hughes will review those as well as insurance paperwork. Pat Nimmow and Jeff Stieren have filed the appropriate paperwork for write in candidacy to fill Supervisor Seat #5. February 10<sup>th</sup> and Feb 11<sup>th</sup> the auditors were here. Next Wednesday she will be attending District IV WMCA meeting. Topics include Board member training and how to reward employees without spending money.
- g) Finance Report. Cash on Hand in packets.
- h) Approval of Bills. Board members reviewed the bills and signed the Town Board Approval sheets for check numbers 26504-26598 and payroll related disbursements 2945-2974.
- i) Public Concerns: Public's opportunity to speak to the Town Board about any subject that is not a specific agenda item.

#### 2) NEW BUSINESS

- a) Agreement for an aerobic treatment unit (ATU) at 3393 Burke Road. James Tesmer spoke requesting allowance of Town officials to sign the agreement and

he would then take it before a notary for final signatures. Motion: Hess/Berg to execute agreement for aerobic treatment unit (ATU) for lot at 3393 Burke Rd. Motion. Carried.

- b) Application for Municipal Stormwater Permit Reissuance WPDES Permit No. WI-S058416-4. Motion: Hess/Berg to execute and send letter. Motion carried.
  - c) Possible participation in Fly Dane 2014. Motion: Berg/Hess for the Town of Burke to take part in Fly Dane 2014 partnership. Motion carried.
  - d) Revision of Land Division/Subdivision and related ordinances. Brenda reported that this was originally to be complete in 2013 however the Town's Comp Plan had to be completed first. She, Chris Hughes and Anne Anderson will be starting this process. Only policy decisions will be brought before the board. It may take 3 to 6 months to complete. They will be focusing on the land division code and construction of highways. The first meeting is next week.
  - e) Dane County Zoning Ordinance/Petition NO. 10616 JAD Land Development rezone. Hess stated all contingencies are still in place. Roger Lane from Dane County Zoning and Ayers thought it should come to the board again to make clear the town is not changing any restrictions or uses. Motion: Hess/Berg to complete Dane County Zoning Ordinance/Petition No. 10616 JAD Land Development with approved boxes marked. Motion carried.
  - f) Dane County Zoning Ordinance/Petition NO. 10605 Debra Schweiss rezone. Motion: Hess/Munson to approve Dane County Ordinance/Petition NO. 10605 Debra Schweiss rezone. Motion carried.
  - g) Dane County Ordinance Amendment No. 26, 2013-2014. Brenda reported she has received feedback from Dane County Zoning and Dane County Towns Association regarding the proposed ordinance amendment both for and against. Motion: Hess/Searls to disapprove Dane County Ordinance Amendment No. 26, 2013-2014. Motion carried.
  - h) Addition of towing coverage to vehicle insurance. Ayers reported cost of coverage around \$177. 00 for all four vehicles with \$1,500.00 limit per incident. Berg asked how many times trucks have had to be towed. Kurt reported 3 that he is aware of. Hess noted that the vehicles are getting older and feels it would be a cost benefit to the town. Motion: Hess/Munson to approve towing coverage to be added to the town's current coverage. Motion carried.
  - i) Operator's licenses. Motion: Searls/Munson to approve operator license for Jodi L. Dohm. Motion carried.
- 3) OLD/UNFINISHED BUSINESS
- a) Follow up on Felland Road storm water issue. Ayers reported she did not receive a reply back from the letter sent to Mr. Sauey.
  - b) Update on Town road improvements required by the City of Madison for the UWHC at The American Center Project. Ayers reported the hospital has submitted a draft developer's agreement to Attorney Hughes.
  - c) Update on the US 51 (Stoughton Road) Corridor Study. Nothing to report.
  - d) Update on options for regulating truck traffic. Ayers had asked Attorney Hughes to have something by March.
  - e) Update on Charlotte's Walk Pond 2 un-named tributary (BB1) study. Nothing to report.
- 4) COMMITTEE REPORTS (AS APPLICABLE)
- a) Plan Commission. Nothing to report.
  - b) ETZ Committee. Berg reported next meeting March 10<sup>th</sup>.

- c) Events Committee. Munson reported the Easter egg hunt will be April 12<sup>th</sup> and Arbor Day event, April 26<sup>th</sup>.
  - d) Parks Commission. Berg reported that Tony Bruno submitted information on organizing parks. Berg would also like to meet with Ayers next week.
  - e) NECC. Hess reported at the January meeting it was approved to use State Collections agency for uncollected fines.
  - f) DATC. No update.
  - g) FUDA. Brenda reported she has a copy of the Environmental Conditions report if anyone wants to view it.
- 5) NEXT MEETING DATE March 20, 2014 at 6:00 p.m.
- 6) ADJOURNMENT Motion Hess /Searls to adjourn. Meeting adjourned at 6:51 p.m.  
Motion carried.

Kim Peterson  
Deputy Clerk/Treasurer  
3/12/2014