

## TOWN OF BURKE

### TOWN OF BURKE BOARD MEETING MINUTES September 16, 2015

Board members in attendance: Chairman Viney, Supervisor Stieren; Supervisor Nimmow; Supervisor Truitt. Also in attendance: Administrator/Clerk/Treasurer, Brenda Ayers; Kim Peterson, Deputy Clerk/Treasurer; 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 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.
- c) The Pledge of Allegiance was recited.
- d) Approval of minutes from the August 19, 2015 Board meeting. Motion: Nimmow/Stieren to approve the minutes as presented. Motion carried.
- e) Public Works report. Kurt reported he had talked to Shawn, the salesman at Monroe Truck and the expected delivery would be around October 2<sup>nd</sup>. Staff is currently working on prepping the 2001 for resale. Hoepker Road has been paved and they are 3 weeks ahead of schedule. Next week Monday they will start bridge work and that will continue through November. Currently working on the last of the ditch mowing. October 5<sup>th</sup> will be the last round of the chipping schedule.
- f) Clerk/Treasurer report. Written report submitted.
- g) Finance Report. Included in packets.
- h) Approval of Bills. Board members reviewed the bills and signed the Town Approval cover sheet for check numbers 27718-27758 and payroll related disbursements numbered 3531-3559.
- i) Public Concerns: Public's opportunity to speak to the Town Board about any subject that is not a specific agenda item. None.

##### 2) NEW BUSINESS

- a) Hearing regarding Town Board reconsideration of denial of the application of KellyLynn Axtman for an Operator's License. Ayers spoke entering in documents from the denial of operator license from the August 19, 2015 Town Board meeting. Ms. Axtman indicated that she is currently working with her supervisor at the VFW and would like to have her operator license approved so that she can work alone. She stated that she has made a series of mistake in her past. She also currently holds a license with the Village of De Forest and works for an establishment part-time 1 to 2 days per week. She feels she has paid the consequences of her actions. Truitt indicated that as a bartender it is her responsibility to make sure that she does not serve a patron if they have had too much to drink but she has not shown good judgement in her own behavior. She indicated that she is able to call safe ride for patrons. She said she no longer drinks and drives. She is a hard worker and is trying to better herself. Viney asked how long she had been bartending. She responded since 2014. Stieren asked if she is allowed to drink on her shift. She answered that she is not.
- b) CLOSED SESSION. THE TOWN BOARD WILL CONVENE INTO CLOSED SESSION PURSUANT TO WIS. STAT. SEC. 19.85 (1)(a) Deliberating concerning a

case which was the subject of any judicial or quasi-judicial trial or hearing before that governmental body to deliberate the reconsideration the denial of an operator's license for KellyLynn Axtman. Motion: Nimmow/Stieren to convene to closed session. Roll call Stieren-aye; Viney-aye; Nimmow-aye; Truit-aye.

- c) OPEN SESSION. THE TOWN BOARD WILL RECONVENE INTO OPEN SESSION PURSUANT TO WIS. STATUTES 19.85(2) FOR DISCUSSION AND POSSIBLE ACTION REGARDING MATTERS DISCUSSED IN CLOSED SESSION. Board reconvened to open session.
- d) Action regarding reconsideration of the Town Board's denial of the application of KellyLynn Axtman for an Operator's License. Motion: Stieren/Nimmow to adopt Resolution 09162015A upholding the denial KellyLynn Axtman for Operator License. Motion carried.
- e) Maintenance costs for Holly Hill Drive. Ayers reported that a culvert was replaced 2 years ago. The Town had discussed vacating that road because it only gives access to those two parcels. If it were to be vacated the parcels would become landlocked. Since we do not know how the road was conveyed there could be substantial legal fees in determining if the Town is able to vacate the road. Based on Town records she could not determine when it became a Town road. Mr. Taylor has complained that he has been doing the maintenance on the road by adding gravel for the wash outs and that the Town has done nothing in the past 25 years. Kurt recommended a recycled asphalt to be put on a portion of the road because he feels it would be more cost effective and would try to maintain the gravel portion by grading it so it doesn't wash away. Viney asked if Town staff plowed the road. Kurt indicated that they don't do anything special during plowing. Ayers indicated that Attorney Hughes recommended charging the property owner for the maintenance of the road as he solely benefits from the road. Motion: Nimmow/Stieren to approve approaching the parcel owner to split the cost of all future maintenance fees. Motion carried.
- f) Assessment contract for 2016-2019 submitted by Accurate Appraisal. Ayers indicated that Option C was approved at the last meeting and now the question to be answered was when the Board would like the revaluation to take place. Motion: Stieren/Nimmow to approve the contract for Accurate Appraisal for assessment services as presented with the revaluation to take place in 2016. Motion carried.
- g) Recommendations from Town Engineer regarding Conservancy Estates Park storm water drainage. Stieren asked if the water was going to create a problem for someone else across the road. Ayers answered only if you don't have a proper outlet. Motion: Stieren/Truitt to approve a survey and engineers report to research the drainage problems from Anne Anderson's memo recommendations numbers 4 and 5. Motion carried.
- h) Resolution 09162015B Transferring Excess 2014 Budget Funds. Motion: Stieren/Nimmow to approve Resolution 09162015B transferring excess 2014 Budget funds. Motion carried.
- i) Operator's licenses. Motion: Truitt/Nimmow to approve Operator license for Staci Abrahamson. Motion carried.

### 3) OLD/UNFINISHED BUSINESS

- a) Update on Land Division/Sub Division code revision. No update.
- b) Update on Charlotte's Walk Pond 2 un-named tributary (BB1) study. No update.

- 4) COMMITTEE REPORTS (AS APPLICABLE)
  - a) Plan Commission. Written report submitted by Berg.
  - b) ETZ Committee. Written report submitted by Berg.
  - c) Parks Commission. Stieren reported that building of the two new shelters should be done by the end of October. The Ledges Park now has a grill in their park.
  - d) NECC. Nimmow reported next meeting in October.
- 5) NEXT MEETING DATE October 7<sup>th</sup> and 21<sup>st</sup>, 2015 at 6:00 p.m.
- 6) ADJOURNMENT. Motion: Nimmow/Stieren to adjourn. The meeting was adjourned at 7:07 p.m.

By: Kim Peterson, Deputy Clerk/Treasurer  
October 14, 2015