

Town of Burke Board Meeting Minutes – January 20, 2016
6:00 p.m.

Board members in attendance: Chairman Viney, Supervisor Berg, Supervisor Nimmow, Supervisor Stieren and Supervisor Truitt. Also in attendance: Brenda Ayers, Administrator/Clerk/Treasurer; Ron Kurt, Public Works Lead and Teri Saxon, Deputy Clerk/Treasurer. 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. Public Hearing regarding a two lot certified survey map (CSM) submitted by Key Engineering on behalf of Brooks, Inc. (Lew Brooks) to divide the property into two lots with the intent to sell the northern lot (lot 1) and retain lot 2. Property located off Brooks Dr. and S Grand Ave. Parcel number 0810-123-8501-0. Dwight (Rick) Norman asked where the lot is located. It was explained that the lot is located at the corner of Brooks Drive and Hwy C (South Grand Ave) near the Bank of Sun Prairie. Truitt arrived at 6:02. The Public Hearing was closed. Tom O'Neil from Menards arrived at 6:04 p.m.
- e. Public Concerns: Public's opportunity to speak to the Town Board about any subject that is not a specific agenda item. Doug Yelk (Supervisor of the Town of Sun Prairie and representative of the Northeast Dane County Fire Unit) and Joe Seltzner (retired Fire Chief and current member of Sun Prairie Volunteer Fire) were present to give an update on how the fire department is operating. Yelk submitted documents showing what Burke is currently paying and what it would pay if it were based on equalized value and noted that the Town of Burke is "getting a great deal." Yelk indicated that he doesn't see the budget increasing by much in the future. They have been talking with the City of Sun Prairie regarding how to proceed after the current five year contract and would like to start discussions with Burke. Seltzner said that they would like some indication if Burke is interested in continuing the current relationship after the current contract. Viney asked where Seltzner and Yelk see the fire department going. Seltzner stated that the City of Sun Prairie is concerned about response time and would like 24/7 staffing. Yelk also noted that the City agrees to absorb more of the costs since they require more service than the Towns. Berg stated that the item is not on the agenda so the Board cannot vote on the matter. Ayers noted that the Town officials have been honest and up front with the fire department and municipal partners and the Town has not entered into discussions with anyone regarding future fire services.

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 December 16, 2015 Board meeting
- b. Approval of bills (payroll related disbursements #3646-#3679 and bills #27905-#27971) and Cash on Hand report as of December 31, 2015
- c. Operator licenses

Motion: Truitt/Stieren to approve the consent agenda. Motion carried.

3. NEW BUSINESS

- a. Resolution 01202016 Conditionally Approving the CSM submitted by Key Engineering on behalf of Brooks, Inc. Motion: Stieren/Truitt to approve the resolution as presented. Motion carried.

- b. Ordinance 01202016 recreating Section 4-5-1 (b) of the code of ordinances pertaining to park regulations. Ayers explained that the revision is to bring the ordinance into compliance with present practice. Motion: Stieren/Berg to adopt the ordinance as presented. Motion carried.
- c. Appointment of an additional Election Inspector for 2016-2017 (Marge Shuppe). Motion: Berg/Nimmow to appoint Marge Shuppe as an Election Inspector. Motion carried.
- d. Committee/Commission responsibilities, accountability and appointments. Ayers inquired who was authorized to/responsible for speaking with committees/commissions when they appear to be getting off track. Specifically considering purchases that might not be in the best interest of the Town. Truitt indicated that the commissions/committees are advisory and we do not want to stifle their progress. It was noted that since they are advisory, any recommended purchases can ultimately be denied by the Board. Ayers indicated that she understands and does not want to stifle the commissions/committees but does not want them to feel that they spent a lot of time and effort discussing items only to be turned down. Ayers offered to run interference with the commissions/committees if the Board supports her in that role. Viney inquired about terms, etc. of commission members. Ayers indicated that she was not aware that the Town had set terms of commission/committee members but is aware of State Statutes setting terms for Plan and Park Commissions. It was decided that the Board will review the commission/committee appointments and terms at the April meeting after the annual meeting.

4. OLD/UNFINISHED BUSINESS
NONE.

5. COMMITTEE REPORTS (AS APPLICABLE)

- a. Plan Commission- See written report
- b. ETZ Committee- See written report
- c. Parks Commission- no report
- d. NECC- next meeting January 25

6. NEXT MEETING DATE- February 17, 2016.

7. ADJOURNMENT. Motion: Nimmow/Truitt to adjourn. Motion carried. Meeting adjourned at 6:47 p.m.

Brenda Ayers
Administrator/Clerk/Treasurer
Town of Burke
02/12/2016