

Town of Burke Board Meeting Minutes – March 16, 2016
6:00 p.m.

Board members in attendance: Supervisor Berg (acting chair), Supervisor Nimmow, Supervisor Stieren and Supervisor Truitt. Excused: Chairman Viney. Also in attendance: Brenda Ayers, Administrator/Clerk/Treasurer; Ron Kurt, Public Works Lead and Teri Saxon 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 acting Chair Berg.
- c. The Pledge of Allegiance was recited.
- d. Public Concerns: Public's opportunity to speak to the Town Board about any subject that is not a specific agenda item.

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 February 17, 2016 Board meeting
- b. Approval of bills (payroll related disbursements #3707-#3735 and bills #28015-#28078) and Cash on Hand report as of February 29, 2016
- c. Operator licenses. An application was received from Yalanda Daniels.
Motion: Truitt/Nimmow to approve the items on the consent agenda. Motion carried.

3. NEW BUSINESS

- a. Consider reinstating room tax and joining a room tax commission. Guy Gryphan, Executive Director of the DeForest Windsor Chamber of Commerce and Bruce Stravinski, Chair of the DeForest Area Tourism Commission were present to discuss this agenda item. Gryphan explained that he has interest from businesses in the area such as the Mousehouse, A&W and Rodeside to form a tourism commission to promote exit 131. Gryphan further explained that the commission would be led by representatives of the businesses along this exit. Gryphan explained the focus would be on advertising the businesses and increase tourism. He reported that Pete at the Rodeside is excited and that the manager of the Days Inn seemed hopeful and planned to speak with the owner regarding the opportunity to participate in the commission. Stravinski said they are making the commission more about businesses and with less politics. Berg asked how much of Ayers time would be needed to focus on the commission. Ayers responded that initially there would be time spent writing an ordinance and an agreement. Gryphan said the group would meet once a month for an hour- and would create new bylaws. He also said that the Town representative would not have to be a board member or clerk. Gryphan also indicated that a new intergovernmental agreement would not be required if the commission operated under the umbrella of the chamber. Ayers responded that it would be up to the Town to decide how the commission would be organized. Berg inquired about the number of businesses in the Town that are members of the Chamber. Gryphan was unsure of the answer. Nimmow asked if the Days Inn could institute the room tax on its own. Ayers said no, only the Town can institute the tax but there is nothing preventing the businesses from using their own money to

promote the area. Nimmow said he is not in favor of tax and encouraged the businesses to promote the area on their own. Gryphan stated the businesses are interested in the room tax/commission because there is strength in numbers. Gryphan further stated that the chamber is not large enough to absorb tourism. Truitt noted that the Town hasn't received any requests to reinstate the room tax from its lodging entities.

Motion: Truitt/Stieren to stand by previous decision. Motion carried. Berg- nay.

- b. Request from Archeological Consulting and Services to conduct an archeological field survey in the right-of-way on Portage Rd for proposed MG&E gas lines.

Motion: Nimmow/Stieren to allow the archeological field survey for proposed gas lines on Portage Road and to authorize Ayers to sign the permit. Motion carried.

- c. County Highway C project update and authorization to start work day at 6:00 a.m. Stieren inquired about past practice. Kurt replied that the ordinance prohibits construction work prior to 7 a.m. and also noted that the County asking the City of Sun Prairie and Village of Windsor for an exception. Kurt reported that the project is scheduled to start April 11 and will be ongoing throughout the summer. Motion: Stieren/Berg to grant an exception and to allow the County to start the work day at 6:00 a.m. Motion carried. Truitt- nay. Kurt reported the area will be closed to through traffic during construction. Ayers reported that she received an updated cost estimate and it appears that the Town's share is lower than originally estimated.
- d. Ordinance 03162016 revising Section 4-5-1 (b) of the code of ordinances pertaining to park regulations to prohibit overnight parking in parks. Ayers reported that the change was recommended by Deputy Nelson. Motion: Stieren/Truitt to adopt the ordinance as presented. Motion carried.

4. OLD/UNFINISHED BUSINESS. None.

5. COMMITTEE REPORTS (AS APPLICABLE)

- a. Plan Commission- met in March to discuss a CUP for Country Creek Learning Center.
- b. ETZ Committee- no meeting in March.
- c. Parks Commission- will be making a presentation to the Board in April regarding new playground equipment and lights. Arbor Day is April 30 at the Town Hall. Kurt ordered the trees for the event. Kurt noted that if anyone is interested in helping with the event to let him know. Kurt reported there was an issue with a young adult doing donuts in Foxmoor Hills park which left circular marks in the grass. The offender will help repair the grass in lieu of a fine.
- d. NECC- next meeting in April.

6. NEXT MEETING DATE- TUESDAY, April 19 immediately following the Annual Meeting which begins at 6:00 p.m.

7. ADJOURNMENT

Motion: Nimmow to adjourn. Motion carried. Meeting adjourned at 6:55 p.m.

Brenda Ayers
Administrator/Clerk/Treasurer
Town of Burke
04/14/2016