

**Town of Burke Board Special Meeting Minutes – October 5, 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. 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.

2) NEW BUSINESS

- a. 2017 Budget. A budget worksheet was included in the Board packet. Ayers noted that many of the line item numbers were not final because she is waiting on information. She also explained that she hopes to have final numbers for the October 19 meeting. Discussion was held regarding vending machine permits. Ayers reported that per the current ordinance, the Town charges \$10 per vending machine in businesses. The \$10 does not cover the administrative work of sending letters, collecting money, etc. Ayers also reported that unlike liquor licenses, there isn't a State Statute requiring the Town to issue vending licenses nor is there any recourse for non-payment. Motion: Nimmow/Stieren to remove vending permits from the 2017 budget and to rescind the ordinance at a future meeting. Motion carried. The Board also discussed the rental of the community room and park shelter. It was noted that while the income from rentals appears significant, the related expenses (electricity, gas, cleaning supplies, staff, etc.) are not tracked individually. Ayers reported that parking has become an increasing concern. Renters are told they are allowed a capacity of 75 people. There are not enough spaces to handle the total capacity of 150 when one person rents the community room and another rents the park. Since the park is open to the public in addition to the capacity of 75 people each for the renters, the public using the park also use the parking spots. Ayers suggested that the parking area be expanded if the Town wishes to continue renting out both. It was suggested to only rent out the shelter which in addition to alleviating the parking concerns would also eliminate the concerns about the stains in the carpet in the community room. Some felt the residents should be allowed to rent out the community room. It was also suggested that only one (shelter or community room) be allowed to be rented out at on any given day unless one individual rents both with a total capacity of 75. Ayers was asked to gather more information regarding rentals for the October 19 meeting.

- 3) CLOSED SESSION. THE TOWN BOARD WILL CONVENE INTO CLOSED SESSION PURSUANT TO WI STATUTE 19.85 (1) (e) In order to deliberate the use of public funds and facilities because competitive or bargaining reasons require a closed session and 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 discussing 2017 wages and salaries). Berg announced the Closed Session and its purpose. Motion: Berg /Nimmow to convene into Closed Session pursuant to WI STATUTE 19.85 (1) ( e) In order to deliberate the use of public funds and facilities because competitive or bargaining reasons require a closed session and 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 discussing 2017 wages and salaries).Roll call: Stieren-aye, Truitt-aye, Viney-aye, Nimmow-aye and Berg-aye. Motion carried.

- 4) 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: Berg /Nimmow to reconvene in Open Session. Motion carried.
- 5) POSSIBLE ACTION ON MATTERS DISCUSSED IN CLOSED SESSION. Motion: Nimmow/Truitt up to a 2% increase to full time employees based on performance. Motion carried.
- 6) NEXT MEETING DATE. October 19, 2016 6:00 p.m.
- 7) ADJOURNMENT. Motion: Stieren/Nimmow to adjourn. Motion carried. Meeting adjourned at 7:24 p.m.

Brenda Ayers  
Administrator/Clerk/Treasurer  
Town of Burke  
10/11/2016