

Town of Burke Board Meeting Minutes  
**Wednesday, October 19, 2016**  
**At 6:00 p.m.**

Board members in attendance: Chairman Viney, Supervisor Berg, Supervisor Nimmow and Supervisor Truitt. Excused: Supervisor Stieren. Also in attendance Brenda Ayers, Administrator, Clerk/Treasurer; Teri Saxon, Deputy Clerk/Treasurer; and Ron Kurt, Public Works. 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) Call to Order at 6:00 p.m. by Chairman Viney.
- 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. No comments.

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 September 21 and October 5, 2016 Board meetings.
- b) Approval of bills (payroll related disbursements #3928-#3956 and bills #28387-#28431) and September Cash on Hand report.
- c) Operator's License applications – an application from Timothy J. Dwyer was submitted.

Motion: Berg/Truitt to approve consent agenda as presented. Motion carried.

3) NEW BUSINESS:

- a) Correspondence from Welcum, & Phoua Lee regarding stormwater drainage concerns on their property located at 3750 Hoepker Rd. Mr. Lee thanked Board for opportunity to bring his concern to the meeting. His concern is the appraised value of his property and drainage problem that he feels is the responsibility of the town to correct. He also feels that the recent assessment is too high when he has a drainage problem that backs up in his septic. He feels it is the Town's responsibility to make a channel along the street or put in curb and gutter like his neighbors have which would raise his property value. Ayers stated that installing curb and gutter would be charged to the homeowner. Ayers stated properties are assessed based on comparable sales in the area. The assessor does not take into consideration drainage issues. With that being said, the owner is responsible for stormwater and ditching. We had our engineer look at the property and it was pointed out that surrounding properties are on higher ground and felt that drainage was sufficient. Berg asked if this was a newly constructed ditch and Lee replied that he has lived here for 15 years. Ayers indicated that our engineer took a preliminary look at it and if a culvert was needed that would have been her recommendation. Truitt noted that he does not feel comfortable to make a decision until we consult with the engineers. Ayers suggested we consult with the Town engineer and she will be able to determine scope of services.

Motion: Truitt/Nimmow to authorize Ayers to contact the Town engineer and obtain scope of services for investigation of the drainage issue. Motion carried.

4) OLD/UNFINISHED BUSINESS

- a) 2017 Budget. Viney asked which budget line reflects funds for truck replacement. Ayers responded that account #57325 shows budgeted amount and fund balance for trucks and capital outlay. Ayers stated that in general we have sufficient funds on hand and we did not need to budget for such items as engineering and stormwater control. Also, a reduction in staff health insurance will allow for the transfer of sufficient money to building maintenance for roof repair and to roads. Ayers also stated that income for rental of the community center and shelter are not included in the draft budget which still allows the transfer of the same amount to roads as in 2016 and additional funds for building maintenance to repair the roof on the office portion of the town hall. There was lengthy discussion weighing the pros and cons of discontinuing rental of community center and shelter for the year 2017. Ayers indicated that the additional income from rentals is not needed to balance the budget.

Motion: Nimmow/Berg to approve 2017 Budget as presented. Truitt nay. Motion carried.

- b) Land purchase agreement regarding the conveyance of parcel 0810-093-8561-8, Lot 1 CSM 7441 (property immediately north of the Token Creek water tower) to the Village of DeForest and authorization to execute the Quit Claim Deed.

Motion: Berg/Nimmow to approve the purchase agreement and authorize the town chair and administrator to sign the Quit Claim Deed as presented. Motion carried.

- c) Follow up on the Parks Commission request for ADA trails. Ayers indicated that ADA trails are not required in parks when you add shelters or playground equipment. She also indicated that if a developer decided to develop a park, they would be required to meet ADA standards.

5) COMMITTEE REPORTS (AS APPLICABLE)

- a) Plan Commission. Berg stated that they met on October 12. There was discussion about a petition for rezone that will come before the Board.
- b) ETZ Committee. No meeting.
- c) Parks Commission. Stieren not present to report.
- d) NECC. Met October 17. Truitt reported that the 2017 Budget was approved. Discussed concerns raised when respondents are unable to reach court clerk by telephone when they have legal issues that town staff is unable to answer questions. Discussing possibility of set hours the clerk is available for phone calls.

6) NEXT MEETING DATE — November 16, 2016.

7) ADJOURNMENT. Motion: Berg/Nimmow to adjourn. Motion carried. Meeting adjourned at 7:34 p.m.

Teri Saxon  
Deputy Clerk/Treasurer  
Town of Burke  
11/10/2016