

Town of Burke Meeting Minutes
Wednesday, October 18, 2017
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, Teri Saxon, Deputy Clerk/Treasurer and Ron Kurt, Public Works Lead Patrolman. See attached list for other interested parties in attendance.

1) ADMINISTRATIVE

- a) It was determined that a quorum was present and the meeting was properly posted.
- b) The meeting was called 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 20, 2017 Board meeting.
- b) Approval of bills (payroll related disbursements #4289-4318 and bills #29031-29080) and September Cash on Hand report.
- c) Operator's Licenses – Dawn Hopson, Alexandria Anderson and Bonnie Hyatt.

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

3) NEW BUSINESS

- a) Request for exception on rental of Burke Town Hall submitted by Sheila Postler. Postler indicated that she grew up in the area and her mom is a long-time resident of the Town of Burke. She has fond memories of time spent at the park. She recently became engaged and is requesting an exception for the rental of the Town Hall for her wedding reception on October 6, 2018. She would like to offer a large deposit, hire a cleaning crew or whatever the Town requires for use of the hall. She would like the Town's blessing on the use of the space. Viney inquired if she is requesting to use the park as well. Postler further stated that she is planning a small gathering of about 50 people and would like the use of the hall as well as the outdoors.
- b) Town Hall Park use. Ayers stated this is strictly about park shelter use. Viney stated that we are looking at shelter rental with rules in regard to the number of people, no alcohol, no pets, no tents and other requirements as in the past and not looking at hall use. Ayers indicated that the decision not to rent the shelter and hall was mostly due to limited parking for the number of people in the park and hall when both the shelter and hall were rented; as well as the park open to the general public. Ayers further indicated that when both the shelter and hall were rented it became a safety concern with people parked in both lots and also on Reiner and Nelson roads. She recalled discussion of expanding the

parking lots to reduce safety issues but would be at an added expense to the Town. Nimmow added that people are using the park and not cleaning up after themselves. Ayers added that usage with no accountability requires additional cleaning and maintenance by staff. She added that on a recent week day a company held a picnic and every parking spot was taken. She further added, in theory if the shelter had been rented there would be some control to the amount of people in the park. Discussion continued regarding fees for rental of the shelter. Ayers stated in the past there was a discounted fee for residents. It was discovered that some residents were renting for community members to get a discounted fee. Ayers recommended a flat fee for both residents and community members. Ayers noted that usage of the shelter would be May through October. Viney suggested a contract with a security service or the sheriff's department to monitor activity at the park. Ayers stated that a contract with the sheriff's department would allow enforcement of Town ordinances where a security service would be a presence. Viney expressed concern that the residents would be paying additional fees for the community to use and enjoy our park. Truitt stated that \$250 would be a good starting point but should consider "re-cooping" additional costs in renting the shelter. Viney asked Ayers to gather information regarding a sheriff's contract to consider budget adjustments for 2018.

Berg noted that further discussion was needed for the Postler request to use the Town Hall. Berg proposed renting the shelter and to consider the Postler exception to rent the Town Hall for October 6, 2018. Ayers stated that the Town Hall currently is used on a request basis for business meetings and non-profit use at the discretion of the Town Administrator.

Motion: Nimmow/Truitt to approve Sheila Postler's request for an exception to rent the Town Hall on October 6, 2018 in conjunction with rental of the park shelter with a fee to be determined. Motion carried.

- c) Sale of 2008 International plow truck. Kurt stated that the auction ended October 17 with the high bid of \$61,000. Ayers estimated \$55,000 and felt \$61,000 was a good price.

Motion: Stieren/Berg to approve the sale of the 2008 International plow truck for \$61,000. Motion carried.

- d) 2018 Budget.

- e) Consideration of a "panhandler" ordinance. Truitt stated that both the City of Madison and City of Sun Prairie have adopted a panhandler ordinance and would like the Town to consider adopting a similar ordinance. Berg expressed concern that he does not foresee a problem as the Town does not have medians which is typically where panhandlers stand. Ayers indicated that she could write the ordinance based on other ordinances focusing on right-of-ways. Viney noted that a contract with the sheriff's department would enable enforcement of the ordinance. Berg noted his opposition for a panhandler's ordinance as justification for a sheriff's contract. Truitt stated that panhandlers find places to go that

do not have an ordinance. Truitt further stated the Town needs to consider safety and note the general interest to place it on the agenda.

4) OLD/UNFINISHED BUSINESS

a) Haase and Anderson Roads project. Nothing new to report.

5) COMMITTEE REPORTS (AS APPLICABLE)

a) Plan Commission – met on items that will come before Town Board in November.

b) ETZ Committee – no meeting.

c) Parks Commission – no meeting.

d) NECC – met October 16 and adopted the 2018 budget.

6) CLOSED SESSION. THE TOWN BOARD WILL CONVENE INTO CLOSED SESSION PURSUANT TO WI STATUTE 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 2018 wages and salaries).

Motion: Berg/Stieren to convene in closed session. Roll call: Stieren – aye, Truitt – aye, Viney – aye, Nimmow – aye, and Berg – aye. Motion carried.

7) OPEN SESSION. The Town Board will reconvene into open session pursuant to WI Statutes 19.85 (2) for discussion and possible action regarding matters discussed in Closed Session.

Motion: Nimmow/Stieren to reconvene into open session. Motion carried.

8) POSSIBLE ACTION ON MATTERS DISCUSSED IN CLOSED SESSION.

Motion: Berg/Stieren to give full-time employees up to a 2 percent increase based on an annual performance review. Motion carried.

9) NEXT MEETING DATE. Budget meeting: November 1, 2017 (if needed). Regular meeting: November 15, 2017. Ayers will determine the need for November 1, 2017 meeting.

10) ADJOURNMENT. Motion: Nimmow/Stieren to adjourn. Meeting adjourned at 7:25 p.m.

Teri Saxon
Deputy Clerk/Treasurer
Town of Burke
November 9, 2017