

**TOWN OF BURKE MEETING MINUTES**  
**Wednesday, February 19, 2020**  
**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. See attached list for other interested parties in attendance.

**ALL AGENDA ITEMS ARE SUBJECT TO POSSIBLE ACTION**

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 Chairman Viney.
- c) The Pledge of Allegiance was recited.
- d) Public Hearing regarding a two-lot CSM submitted by Paul Scott to divide the property and sell lot 1 of the proposed CSM. Property located at 5381 Maly Rd (parcel number 0810-243-8530-3). Paul Scott introduced himself as the property owner and applicant. He would like to split the parcel into two one acre parcels. He stated that he has a tenant that would like to purchase some of the property. He would retain the storage units and would sell the portion with the large metal building.

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 January 15, 2020 Board meeting
- b) Approval of bills (payroll related disbursements #5139-5172 and bills #30361-30416)
- c) Operator's licenses – Vicki L. Schultz, Alexis M. Sullivan, Brianna M. Whitney, Sarah E. Askey-Foss, Jvon Clemmer, Kaitlin E. Kyle, Dru D. Peirce, Tyler J. Storkson, Matthew H. VanderLoop, Brent A. Goodman, Eric Blossom.

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

3) NEW BUSINESS

- a) Resolution 02192020 Conditionally Approving a two-lot CSM submitted by Paul Scott.

Motion: Truitt/Nimmow to approve Resolution 02192020 Conditionally approving a two-lot CSM submitted by Paul Scott. Motion carried.

4) Request submitted by Peter Sachs for an extension of the County and City approval date of the four lot CSM conditionally approved by the Town in September 2019 (a 1<sup>st</sup> extension was granted to March 16 at the November Board meeting). Sachs indicated that he went before the County Zoning and they are making progress but was disappointed how uninformed they were. The County cannot figure out how to classify the property. The City states the property is two parcels. The County is looking at the parcel as a two lot CSM and feels it does not need Madison's approval. He further stated he has been working with zoning and would like them to make up their mind. He is requesting a 60 day extension from the Town. Sachs noted at the meeting the County stated that the Town has no inclination to change the concept map. He indicated to the County that he was at the meeting when it was decided to review the concept map every five years and make changes every 10. The County

further indicated that Ayers stated to Majid Allan, Dane County Zoning, that the Town is not going to change the plan at this time and have requested another extension. Allan suggested Sachs go back to Ayers and ask if the Town would be open to a two lot CSM and splitting the lot into two. Ayers stated if the Town approved the two lot CSM it would require less roads and drainage. Sachs inquired if the County and Madison approve the two lot CSM creating one buildable lot would it be acceptable to go forward with the road improvement. Ayers stated if that is the case it may be best to bring it back to the Town. Sachs indicated he is talking with an attorney looking at other ways to do a subdivision that would not need the approval of Madison. He further indicated he would need a zoning change. Viney noted subdividing it further may give false hope. Ayers stated that Madison is aware the boundary agreement states one division per lot. Sachs indicated he could request another CSM. Ayers indicated that the City would need to approve it again. Sachs indicated he would like to start building this spring and would like to go forward with the road improvements. Viney inquired whether road improvements would be needed if going from four lots to two lots. Ayers noted if the road improvements are still on the table a two lot CSM would need to come back to the Town before going back to the County. She also noted road improvements would raise the costs to everyone who benefits from the road. A new application would need to be submitted.

Motion: Berg/Truitt to grant 90 day extension (from March 16) of the deadline to obtain County and City approval of the 4 lot CSM. Motion carried.

5) OLD/UNFINISHED BUSINESS

a) None.

6) COMMITTEE REPORTS (AS APPLICABLE)

a) Plan Commission. No report.

b) ETZ Committee. No report.

c) Parks Commission. No report.

d) NECC. No report.

7) Public Input: Public's opportunity to speak to the Town Board about any subject that **is not a specific agenda item.**

Jerry Simons introduced himself as a resident and member of the Parks Commission. He inquired whether there still is a Parks Commission because there has not been a meeting for two years and feels there are things in the works that need to be addressed. Stieren indicated there has not been a need for a meeting. Simons further inquired why Park Commission members were not paid for meetings they attended two years ago. Stieren stated there were not any timesheets passed on when the previous chairman resigned. Simon inquired how to go about getting work done on the park shelter in Rattman Heights. He noted the shelter needs staining and shingles replaced. Ayers stated that the park is Town property and individuals need to go through the Town for work done on Town property. Simon further indicated it is not fair for the neighborhood association to pay for work done in the park as has been done in the past. Ayers again stated that work done on Town property needs to go through the Town not a neighborhood association. Ayers further stated it is the Town's park not the neighborhood park. Berg stated he understands the neighborhood's interest in the park but any work done in the park needs to go through the Town and the association should not pay for any improvements. Berg further stated that the Town is the one to decide what needs to be done and pay for any work done. Simon stated that six trees were removed and

he would like new trees planted. He requested the trees be ones to add color to the landscape and would like to have input as to what kinds of trees to plant. Ayers again pointed out that the Town decides what happens in the parks. Truitt stated the park is Town property and work done in parks like adding trees, maintenance, and use of funds are for the Town to decide and the correct path to be taken. Paul Wagner requested that the trees not be Ash trees. Truitt recommend they submit their concerns and request to be added to an agenda and then attend a Board Meeting. Nimmow suggested they could also submit their request to the Parks Commission and then work through the Commission for work to be done in the parks. Berg requested Wagner and Simon submit their requests to Ayers and she will forward to Stieren.

Nimmow inquired whether the issue regarding selling fireworks and being open for business has been resolved. Ayers stated she has spoken with the Town attorney and open for business by scheduling an appointment is open for business according to how the ordinance was written.

8) NEXT MEETING DATE. Wednesday, March 18, 6:00 p.m.

9) ADJOURNMENT. Motion: Nimmow to adjourn. Meeting adjourned at 6:43 p.m.

Teri Saxon  
Deputy Clerk/Treasurer  
Town of Burke  
March 13, 2020