**TOWN OF BURKE BOARD MINUTES**

Wednesday, August 17, 2022, 6:00 p.m.

5365 Reiner Rd., Madison WI 53718

**ADMINISTRATIVE**

It was determined a quorum was present and the meeting was properly posted. The meeting began at 6:00 p.m. Attendance: Chairman Kevin Viney, Supervisors Steve Berg, and Lisa Rubrich. Absent: Chris Truitt and Jeff Stieren. Also in attendance: Deputy Treasurer/Clerk Elissa Friedl and Public Works Lead Ron Kurt.

Others in attendance: Tom Shannon, Chris Casson, Julie Rohrer, Robert Procter, Zac Brumm, Gerald Wood and one other member of the public.

**PUBLIC INPUT**

Tom Shannon was present to discuss his concerns that he and other property owners have not yet received their notices of assessment from Accurate Appraisal and the Open Book meeting occurred today.

**CONSENT AGENDA**

* Minutes of July 20 and August 3, 2022
* Bills and Payroll

Motion to approve by Sup. Rubrich, seconded by Sup. Berg. **Motion carried.**

**NEW BUSINESS**

**Land Division (CSM) request: Chris Casson 6249 Sommer Valley Circle and Julie Rohrer 6215 Sommer Valley Circle to divide parcels 0810-044-9685-6 and 0810-044-9715-9 to accommodate existing horse corral that crosses current lot line**

Motion by Sup. Berg to adopt Resolution 08172022A to approve the certified survey map submitted by Chris Casson and Julie Rohrer with the following condition: Casson and Rohrer obtain approval of the CSM from Dane County and City of Madison and if this condition is not fulfilled or waived by the Town Board by December 31, 2022 the CSM shall be null and void. Motion seconded by Sup. Rubrich. **Motion carried.**

**Amend Comprehensive Plan Future Land Use (FLU) map from Commercial Resale to Industrial/Business to accommodate a rezone request from Zachary Brumm, owner of 4301 Acker Rd, parcel 0810-084-9440-3**

Motion by Sup. Rubrich to adopt Ordinance 08172022 amending the Comprehensive Plan FLU map from Commercial Resale to Industrial/Business to accommodate rezone request of parcel 0810-084-9440-3. Motion seconded by Sup. Berg. **Motion carried.**

**Rezone request from Zachary Brumm, owner of 4301 Acker Rd, parcel 0810-084-9440-3, to amend the zoning from Heavy Commercial to Manufacturing and Industrial to accommodate Type 1 salvage yard**

Motion by Sup. Berg to adopt Resolution 08172022B to approve the rezone request submitted by Zachary Brumm for parcel 0810-084-9440-3 from Heavy Commercial to Manufacturing and Industrial with the following condition: Brumm obtain approval from Dane County and satisfaction of any conditions thereof by December 31, 2022 and if this condition is not fulfilled or waived by the Town Board by December 31, 2022 the approval shall be null and void. Motion seconded by Sup. Rubrich. **Motion carried.**

**Conditional Use Permit from Zachary Brumm to allow for the operation of a Type 1 salvage yard at 4301 Acker Rd, parcel 0810-084-9440-3**

No further conditions other than those listed in the proposed Resolution 08172022C were discussed by the Town Board.

**Conditional Use Standard 1:** That the establishment, maintenance, or operation of the conditional use will not be detrimental to or endanger the public health, safety, comfort or welfare. Motion by Sup. Berg that this standard is met, seconded by Sup. Rubrich. **Motion carried.**

**Conditional Use Standard 2:** That the uses, values and enjoyment of other property in the neighborhood for purposes already permitted shall be in no foreseeable manner substantially impaired or diminished by establishment, maintenance or operation of the conditional use. Motion by Sup. Berg that this standard is met, seconded by Sup. Rubrich. **Motion carried.**

**Conditional Use Standard 3:** That the establishment of the conditional use will not impede the normal and orderly development and improvement of the surrounding property for uses permitted in the district. Motion by Sup. Berg that this standard is met, seconded by Sup. Rubrich. **Motion carried.**

**Conditional Use Standard 4:** That adequate utilities, access roads, drainage and other necessary site improvements have been or are being made. Motion by Sup. Berg that this standard is met, seconded by Sup. Rubrich. **Motion carried.**

**Conditional Use Standard 5:** That adequate measures have been or will be being taken to provide ingress and egress so designed as to minimize traffic congestion in the public streets. Motion by Sup. Berg that this standard is met, seconded by Sup. Rubrich. **Motion carried.**

**Conditional Use Standard 6:** That the conditional use shall conform to all applicable regulations of the district in which it is located. Motion by Sup. Berg that this standard is met, seconded by Sup. Rubrich. **Motion carried.**

**Conditional Use Standard 7:** That the conditional use is consistent with the adopted town and county comprehensive plans. Motion by Sup. Berg that this standard is met, seconded by Sup. Rubrich. **Motion carried.**

**Conditional Use Standard 8:** Farmland Preservation District findings. Motion by Sup. Rubrich that this does not apply to the property, seconded by Sup. Berg. **Motion carried.**

Motion by Sup. Berg to adopt Resolution 08172022C approving the conditional use permit because all applicable standards have been met, seconded by Sup. Rubrich. **Motion carried.**

**Motion by Chairman Viney, seconded by Sup. Berg to reorder agenda to item 5b. Motion carried.**

**OLD BUSINESS**

**Amendment to JAD Land Developer Agreement**

Chairman Viney explained the first layer of asphalt is installed and the second layer is partially installed on the portion of Wood Drive closest to Reiner Road. The development agreement extension to install the final lift of asphalt is set to expire in September, 2022 and at the last meeting, the Town Board agreed to offer an amendment to the development agreement to extend to September 2023. Gerald Wood was present and indicated he does not want to sign the amendment with the one year extension. He reported there are three lots sold but not yet developed and he doesn’t know when the owners will develop and build on the properties. He does not wish to install the final lift until after those properties are developed. Following discussion with Mr. Wood, Chairman Viney moved to table further discussion of the matter to the September meeting. Motion was seconded by Sup. Berg. **Motion carried.**

**NEW BUSINESS**

**Parks Commission recommendations: Tables, Benches, Signs and Trees**

Sup. Rubrich discussed the suggestions for tables, benches, signs and trees in the park and presented pricing information. Chairman Viney indicated he would like the Parks Commission to prioritize spending to resolve any potential safety issues. Following discussion of these items, Chairman Viney moved to transfer $4,200 from the Parks Reserve funds to the 2022 budget for purchase of four ADA-compliant, round picnic tables at $1,050 each with the color to be decided by the Parks Commission. Other requested items will be discussed at future meetings. Motion was seconded by Sup. Rubrich. **Motion carried.**

**Power Washing Town Hall**

Motion by Sup. Berg to accept the bid from Badger Window Cleaning in the amount of $2,275, seconded by Sup. Rubrich. **Motion carried.**

**Landscaping at Town Hall**

Motion by Sup. Rubrich to accept the bid from Hellenbrand Landscaping for Town Hall Landscaping as well as removal of shrubs and mulching by park shelter for a total of $3,400, seconded by Sup. Berg. **Motion carried.**

**REPORTS**

**Plan Commission:** Sup. Berg reported that two members, including the Chairperson, have resigned. He said the next meeting will likely be in October.

**Parks Commission:** Sup. Rubrich said the Parks Commission has a lot of things they are trying to do but are working on getting things in order and prioritizing.

**ARPA Committee:** No update.

**ETZ Committee:** Sup. Berg indicated there is an upcoming meeting in September.

**NECC:** No update.

**Administrator and Public Works reports:** No comments were made about the reports.

**NEXT MEETING DATE**

September 21, 2022

**ADJOURNMENT**

Motion by Sup. Berg to adjourn at 8:13 p.m.

Approved:

PJ Lentz, Administrator Clerk Treasurer