**TOWN OF BURKE**

**TOWN BOARD MINUTES**

Wednesday, October 12, 2022, 5:30 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 5:31 p.m. Attendance: Chairman Kevin Viney, Supervisors Steve Berg, Chris Truitt and Lisa Rubrich. Absent: Jeff Stieren. Also in attendance: Administrator/Clerk/Treasurer PJ Lentz and Deputy Treasurer/Clerk Elissa Friedl.

**NEW BUSINESS**

**Financial Policy Review**

Administrator Lentz presented a draft of a financial policy for the Town. She has submitted it to the Attorney for review and is seeking comments from the Town Board so updates can be made and the policy can be voted on and in effect for the new budget year 2023. **No action.**

**Resolution 10122022 Designating Public Depository One Community Bank**

Motion by Sup. Berg to adopt Resolution 10122022 designating One Community Bank as a public depository for the Town, seconded by Sup. Rubrich. **Motion carried.**

**OLD BUSINESS**

**2023 Budget**

Administrator Lentz presented the revised draft of the 2023 budget. The RFP for Assessor will be discussed at next week’s regular Town Board meeting and will determine the final amount in the budget for assessment services. Fire Department representatives will be at next week’s meeting also to discuss the fire protection contract amount. Administrator Lentz has requested the amount prior to the meeting. The material used for chip sealing and the estimate for chip sealing next year was discussed including whether or not the Town needs to continue to use boiler slag for chip sealing. **No action.**

**CLOSED SESSION**

**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 2023 wages, salaries, benefits and vacation).**

Sup. Berg moved to convene into closed session at 6:55 p.m., seconded by Sup. Rubrich and carried by unanimous roll call vote. Present in closed session were: Chairman Kevin Viney, Supervisors Steve Berg, Chris Truitt and Lisa Rubrich, Administrator/Clerk/Treasurer PJ Lentz and Deputy Treasurer/Clerk Elissa Friedl. Elissa Friedl left closed session at 7:04 p.m. and PJ Lentz left closed session at 7:50 p.m.

Motion by Sup. Truitt to return to open session at 8:05 p.m., seconded by Sup. Rubrich and carried by unanimous voice vote. Administrator Lentz returned to the meeting.

**ACTION ON CLOSED SESSION MATTERS**

Motion by Sup. Truitt, to approve action taken as discussed in closed session, second by Sup. Rubrich. **Motion carried.**

**NEXT MEETING DATE**

October 19, 2022, 6:00 p.m.

**ADJOURNMENT**

Motion by Sup. Truitt, second by Sup. Rubrich to adjourn at 8:20 p.m.

Approved:

PJ Lentz, Administrator Clerk Treasurer