**TOWN OF BURKE**

**TOWN BOARD MINUTES**

Tuesday, April 18, 2023, following Annual Meeting

5365 Reiner Rd., Madison WI 53718

**ADMINISTRATIVE**

It was determined a quorum was present and the meeting was properly posted. Chairman Viney called the meeting to order at 6:55 p.m. Attendance: Supervisors Steve Berg, Chris Truitt and Lisa Rubrich. Absent: Supervisor Stieren. Staff in attendance: Administrator/Clerk/Treasurer PJ Lentz, Deputy Clerk/Treasurer Elissa Friedl, Public Works Lead Ron Kurt, Town Engineer Anne Anderson and Town Attorney Chris Hughes. Others in attendance: Joann and Eugene Benisch, Ryan Pertzborn and Greg Thompson.

**PUBLIC INPUT** – None

**CONSENT AGENDA**

* Minutes of March 15, 2023
* Bills and Payroll
* Appoint Ron Kurt as Weed Commissioner for term of May 1, 2023 to April 30, 2024
* Appointment of Board to 2023 Town Committees
* Extend CSM/Rezone conditional approval for Mark Orvick, 5978 Portage Road to May 31, 2023

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

**NEW BUSINESS**

**Street Use Permit application submitted by Token Creek Parade Committee (Ryan Pertzborn) for July 4th Parade along STH 19 to Portage/Rattmann intersection**

Ryan Pertzborn was present to answer questions. He indicated a few members of the former Lions Club are assisting him to get things started under a new committee this year. **Motion** by Sup. Truitt for preliminary approval of the application by Token Creek Parade Committee to hold a July 4th Parade with final approval subjection to conditions as follows: Token Creek Parade Committee registers as a non-profit entity, obtains insurance, and presents a waste management and parking plan at a future meeting. Motion seconded by Sup. Rubrich. Motion carried.

**Resolution 04182023B Rezone Application from Gregory A Thompson, parcel 0810-234-9850-5 from SFR-1 to TFR-08 to allow a duplex at the corner of Burke/Reiner Road**

**Motion** by Sup. Truitt to adopt Resolution 04182023B approving the rezoning application from Gregory Thompson, seconded by Sup. Rubrich. Motion carried.

**Resolution 04182023A Transfer of excess 2022 budget funds to 2023 budget and reserves**

**Motion** by Sup. Rubrich to adopt resolution 04182023A to transfer excess 2022 budget funds, seconded by Sup. Berg. Motion carried.

**John Deere Tractor lease from Mid-State Equipment**

**Motion** by Sup. Berg to approve leasing a tractor from Mid-State Equipment/John Deere for $6,597, seconded by Sup. Rubrich. Motion carried.

**Replacement of 2009 Pickup Truck**

Public Works Lead Ron Kurt informed the Board of the challenges of ordering a truck and that municipal discounts for vehicles are not what they used to be. He intends to obtain pricing to present at a future meeting. **No action.**

**Social Media and Domain Name**

Sup. Truitt would like the Town to start a Facebook page to share alerts and news with residents. He would also like the Town to change its domain to end in .gov. The need for strong passwords and whether to allow comments on posts was discussed. Administrator Lentz will do further research and bring a policy back to a future meeting. **No action.**

**CLOSED SESSION**

Closed session: (a) pursuant to WI Statute 19.85(1)(e) to deliberate or negotiate the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session specifically regarding the attachment proposal of industrial parcels located within a protected area of the Town of Burke to the Village of DeForest; and to discuss public funds and contract negotiations regarding public safety.

**Motion** by Sup. Berg to re-order the agenda to #8 and enter closed session at 7:23 p.m., seconded by Sup. Rubrich and carried by unanimous roll call vote. Present in closed session: Chairman Viney, Supervisors Steve Berg, Chris Truitt and Lisa Rubrich, Engineer Anne Anderson, Attorney Chris Hughes, Administrator/Clerk/Treasurer PJ Lentz, Deputy Clerk/Treasurer Elissa Friedl and Public Works Lead Ron Kurt. **Motion** to return to open session at 8:03 p.m. by Sup. Berg, seconded by Sup. Rubrich and carried by unanimous voice vote.

**No action** from closed session.

**Motion** by Sup. Berg to reorder agenda to Daentl Bridge #6, seconded by Sup. Rubrich. Motion carried.

**OLD BUSINESS**

**Daentl Bridge Design RFP, Evaluation Team, and Roster of Approved Consultants**

**Motion** by Sup. Truitt to approve and proceed with the request for proposals for design of the Daentl Bridge project; to set the evaluation team as Ron Kurt, PJ Lentz and members of the Town Board except Chris Truitt; and approve the roster of approved consultants. Motion seconded by Sup. Rubrich. Motion carried.

**PARKS ADVISORY COMMITTEE**

**2022-2026 Parks and Open Space Plan Approval**

**Motion** by Sup. Berg to approve the Parks and Open Space Plan for 2022-2026, seconded by Sup. Truitt. Motion carried.

**Resolution 04182023C Approval of Outdoor Recreation Grant Applications**

**Motion** by Sup. Berg to adopt 04182023C to approve the Parks Advisory Committee request to submit Outdoor Recreation Grant Applications, seconded by Sup. Truitt. Motion carried.

**Estimates to shingle shelter at Rattmann Heights using donated shingles**

Two estimates were received, the low bid was from Hillpoint Builders at $2,800. **Motion** by Sup. Truitt to proceed with the project with the bid from Hillpoint Builders for $2,800, seconded by Sup. Berg. Motion carried.

**Estimate for improvements to Hagen Hill Park shelter**

Two estimates were received, the low bid was from Overcash Siding at $5,260. **Motion** by Sup. Truitt to proceed with the project with the bid from Overcash Siding for $5,260, seconded by Sup. Berg. Motion carried.

**REPORTS**

**Plan Commission:** Sup. Berg reported the Plan Commission met April 5 for a public hearing and will continue work on the comprehensive plan at future meetings.

**Parks Advisory Committee:** Sup. Rubrich reported signs are ready for pickup at Decker, one power-washing estimate was received and Gary Richards has requested bushes be trimmed at Oak Ridge.

**ARPA Committee:** A meeting is scheduled for April 25 at 5:30 p.m.

**ETZ Committee:** No meetings anticipated until June or July.

**NECC:** Administrator Lentz presented a report from NECC that came with the last payment from the Court.

**Administrator and Public Works reports:** Written reports were in the Town Board packet.

**NEXT MEETING DATE –** Wednesday, May 17 at 6 p.m.

**ADJOURNMENT**

**Motion** by Sup. Truitt to adjourn at 8:23 p.m.

Approved: 5.17.2023

PJ Lentz, Administrator Clerk Treasurer