**TOWN OF BURKE**

**TOWN BOARD MINUTES**

Wednesday, July 19, 2023, 6:00 p.m.

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 6:00 p.m. Attendance: Supervisors Steve Berg, Chris Truitt, and Lisa Rubrich. Absent: Jeff Stieren. Staff in attendance: Administrator/Clerk/Treasurer PJ Lentz, Deputy Clerk/Treasurer Elissa Friedl, and Public Works Lead Ron Kurt. Others present: None.

**PUBLIC INPUT**

Supervisor Truitt shared that he would be submitting a written resignation of his elected position effective August 11, 2023 because he has accepted a job in Florida.

**CONSENT AGENDA**

* Minutes of May 17, 2023 (public hearing) and June 21 (public hearing and Town Board)
* Bills and Payroll
* Operator Licenses: Nell J. Blevins & Brianna J. Okeson for Seminary Springs Tavern

**Motion** by Sup. Truitt to approve consent agenda items except the operator license for Brianna Okeson, seconded by Sup. Rubrich.There was a brief discussion regarding the application from Ms. Okeson. **Motion** by Sup. Truitt to approve all consent agenda items, seconded by Sup. Rubrich. Motion carried.

**NEW BUSINESS**

**Dane County Ordinance 2023 OA-010, amending chapter 10 of the Dane County Code of Ordinances regarding the definition of “Day Care Center”**

**Motion** by Sup. Berg to recommend approval of Dane County Ordinance 2023 OA-010, amending Chapter 10 of the Dane County Code of Ordinances regarding the definition of “Day Care Center”, seconded by Sup. Rubrich. Motion carried.

**Lindus Properties LLC application for certified survey map combining two parcels (0810-084-9680-3 and 0810-084-9688-5) at 4281 Acker Road**

**Motion** by Sup. Berg to approve Lindus Properties LLC application for certified survey map combining two parcels (0810-084-9680-3 and 0810-084-9688-5) at 4281 Acker Road, seconded by Sup. Rubrich. Motion carried.

**Parking lot light pole repair estimate from Cardinal Heating $1,075 to $4,314**

A light pole for the Town Hall parking lot was damaged in an automobile accident years ago. Repairs restored power to the pole but it appears the underground connection has been damaged and there is no power to the pole again. Various scenarios were presented on the quote from Cardinal based on the possible complexities of restoring power to the pole. **Motion** by Chairman Viney to approve option #1 in the amount of $1,075, seconded by Sup. Truitt. Motion carried. If the repair is too complex for option #1 to work, other options will need to be discussed in the future.

**CLOSED SESSION**

The Town Board did not enter closed session.

**OLD BUSINESS**

**Attachment and Revenue Sharing Agreement between the Village of DeForest and Town of Burke for parcels 0810-052-9340-2, 0810-052-9310-8, and the western approximately 22 acres of parcel 0810-053-8420-0.**

Motion by Sup. Berg to approve the Revenue Sharing Agreement between the Village of DeForest and Town of Burke for parcels 0810-052-9340-2, 0810-052-9310-8, and the western approximately 22 acres of parcel 0810-053-8420-0, seconded by Sup. Truitt. Motion carried.

**PARKS ADVISORY COMMITTEE**

**Request to approve Seasonal Solutions estimate for power washing benches at Gehrke’s Knoll, Charlotte’s Walk and Foxmoor Hills parks**

**Motion** by Sup. Truitt to approve power washing bid from Seasonal Solutions for $363 for benches at Gehrke’s Knoll, Charlotte’s Walk and Foxmoor Hills parks, seconded by Sup. Rubrich. Motion carried.

**REPORTS**

**Plan Commission:** Sup. Berg reported the Plan Commission met this month and discussed the two items earlier on tonight’s agenda and has completed their review of the comprehensive plan update. The updates made by the Commission have been submitted to Mead and Hunt for their review.

**Parks Advisory Committee:** Sup. Rubrich indicated the Parks Committee is working on a budget request for next year and is evaluating capital needs and requests as wells as maintenance items. They are also working on revisions to the Park Plan.

**ETZ Committee:** No update.

**ARPA Committee:** Administrator Lentz indicated a meeting will be held July 25, 2023.

**NECC:** No update.

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

**NEXT MEETING DATE**

Town Board: Wednesday, August 16 at 6 p.m.

Board of Review: Tuesday, August 29 from 5:30-7:30 p.m.

**ADJOURNMENT**

**Motion** by Sup. Truitt to adjourn at 6:28 p.m., seconded by Sup. Rubrich. Motion carried.

Approved:

PJ Lentz, Administrator Clerk Treasurer