

TOWN OF BURKE BOARD MINUTES
Wednesday January 21, 2026 at 6:00 pm
5365 Reiner Rd., Madison WI 53718

ALL AGENDA ITEMS ARE SUBJECT TO POSSIBLE ACTION

1. ADMINISTRATIVE

It was determined a quorum was present and the meeting was properly posted .

- Chairman Kevin Viney called the meeting to order at 6:00 pm.
- The Pledge of Allegiance was recited.
- Attendance Supervisors: Steve B, Jodi N, Jeff S, and Lisa R
- Absent: none
- Others in Attendance: Duncan Campbell, Josh Eastmead, Devon Pittman
- Staff in attendance: Administrator/Clerk/Treasurer PJ L and James B, Public Works Parks

2. PUBLIC INPUT: *NONE*

3. 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) Minutes from December 17, 2025 and January 7, 2026
- b) Bills and Payroll
- c) Operator Applications for Elena M Deheck and Traci A Kress

Motion by Jeff, second Lisa to approve the consent agenda. Motion carried.

4. NEW BUSINESS

- a) Consider Application from Duncan and Lori Campbell, owner of 4930 Felland Rd requesting rezone from Rural Mixed Use-16 to allow the division of the parcel to create two lots separating the residential 2.0103 acre lot as Rural Residential-2 from the farmland which will remain Rural Mixed Use-16.

Steve explained the Plan Commission decision to approve.

Motion by Steve, second Lisa to approve Application from Duncan and Lori Campbell, owner of 4930 Felland Rd requesting rezone from Rural Mixed Use-16 to allow the division of the parcel to create two lots separating the residential 2.0103 acre lot as Rural Residential-2 from the farmland which will remain Rural Mixed Use-16. Motion carried.

- b) Consider Application from Josh Eastmead, 6140 Portage Rd requesting a variance of Town ordinance *10.2.72(a)(3) Lot Design Standards* which states: Every lot shall front or abut for a distance of at least sixty-six (66) feet on a public street, and thirty (30) feet for a cul-de-sac. Applicant requesting two (2) thirty-three (33) access points to allow for the division of land into two residential parcels. Rezone and Certified Survey Map application pending the outcome of the variance request.

Steve explained his thoughts on denying the variance as the space and safety of access on Portage Rd may be an issue. Additional discussion took place regarding traffic and access.

Motion by Steve, second Lisa to deny the variance pertaining to Ordinance *10.2.72(a)(3) Lot Design Standards*, reiterating the 66 ft frontage is still required. Motion carried.

- c) Consider Application filed by Devon Pittman, Briohn Building Corp representing PGUV, LLC, owner of 5926 County Highway CV and 0810-01-9621-0) requesting a rezone from Rural Residential-8 to General Commercial (GC) and Natural Resource Conservancy (NRC) to allow for land division for a business building with conditional use on the corner of Hwy CV and Daentl Service Rd;

and a separate parcel for the Natural/Wetland. Fits Comprehensive Plan Future Land Use Plan.

- Resolution 01212026 CUP for PGUV, LLC

Devon explained the wetland area and the actual build area on the most recent plans.

Motion by Jeff, second Steve to approve the application for PGUV, LLC, owner of 5926 County Highway CV and 0810-01-9621-0 requesting a rezone from Rural Residential-8 to General Commercial (GC) and Natural Resource Conservancy (NRC) to allow for land division for a business building with conditional use on the corner of Hwy CV and Daentl Service Rd. Motion carried.

The Board reviewed the 8 standards for the conditional use.

CUP – #1 – Met, #2 – Met, #3 – Met, #4 – Met, #5 – Met, #6 – Met, #7 – Met, #8 - NA

PJ explained the conditions on the Resolution.

Motion by Lisa, second Jeff to approve Resolution 01212026. Motion carried.

d) Option for de-icing Town Roads – James explained the estimates. Cost of liquid from the city of Sun Prairie for beet of juice is \$0.32 cents gallon, geo mix is 1.60 gal. and they would be willing to supply us. Possible savings of up to 30% supposedly. More of a safety product rather than staff time savings.

Motion by Kevin, second Jeff to approve 3850 to purchase the de-icing equipment. Motion carried.

e) Rattmann Heights Tree Trimming estimates

Discussion took place regarding branches overhanging the road and hitting vehicles.

Motion by Jeff, second Jodi to go with Extreme Tree Service not to exceed \$8,000. Motion carried.

f) Confirm pay scale for Board members on call for snow/ice events.

Motion by Kevin, second Lisa to pay Board members \$20 per hr when doing work for the Town. Motion carried.

g) Board members and employees to use Town owned transportation as necessary with Town Chair or Town Administrator approval. PJ explained the addition of Board members and staff to the auto insurance for coverage of drivers for emergencies etc.

h) Hire Deputy Clerk Treasurer

Motion by Kevin, second Steve to hire Connie Bushee to the Deputy Clerk position with starting pay at \$26 per hour. Motion carried.

5. REPORTS (AS APPLICABLE)

a) Plan Commission – Steve next meeting in February

b) Parks Committee - Lisa - no meeting but purchased slides and spring toy and one adaptive swing.

b) ETZ Committee - Steve - no report

c) NECC – Jodi – no report

a) Administrator and Public Works Reports

6. NEXT MEETING DATE: February 18, 2026 at 6:00 p.m.

7. ADJOURNMENT

Motion by Kevin, second Jodi to adjourn at 7:07 pm. Motion carried.

Approved: 3.18.2026 at Town Hall and TownofBurke.com