

TOWN OF BURKE BOARD DRAFT MINUTES  
Wednesday, December 15, 2021 at 6:00 p.m.  
5365 Reiner Rd., Madison WI 53718

ADMINISTRATIVE

It was determined that a quorum was present and the meeting was properly posted. The meeting was called to order at 6:00 p.m. by Chairman Viney. Members in attendance: Chairman Kevin Viney, Supervisors Steve Berg, Chris Truitt and Jeff Stieren. Also in attendance: Administrator/Clerk/Treasurer PJ Lentz, Deputy Treasurer/Clerk Elissa Friedl, and Public Works Lead Ron Kurt.

PUBLIC HEARING

Public hearing regarding a two lot Certified Survey Map (CSM) and rezone submitted by Robert and Kathryn Shanahan. Property located at 3315 Nelson Road (parcels 0810-243-00034-0 and 0810-243-0023-0). The public hearing was opened by Chairman Viney at 6:02 p.m. With no one present to speak, the public hearing was closed.

CONSENT AGENDA

- a. Minutes of November 17, 2021
- b. Bills and Payroll
- c. Application for change of agent Kwik Trip #1510, 3898 Steven Dr., DeForest to Katheryn E. Bodie
- d. Application for change of agent Kwik Trip #673, 6325 Pepsi Way, Windsor to Sean T. Suckow

Motion by Sup. Truitt, seconded by Sup. Stieren to approve consent agenda as presented. Motion carried.

NEW BUSINESS

- a. New Holland Tractor Engine – Options  
Public Works Lead Ron Kurt presented information indicating that the estimated value of the tractor in non-operational condition is \$12,000-\$14,500. If the tractor were repaired the potential value could be in the mid-\$30,000 range. The tractor cost was \$59,000 when new in 2006. Options for moving forward were presented: repair the tractor for \$33,105 or sell the tractor “as is” and lease a new tractor annually for an estimated \$8,000. To purchase a new tractor would cost approximately \$127,458. The options were discussed but no action was taken at this time.
- b. Resolution 12152021A Excess 2020 Budget Funds to 2021  
Sup. Berg moved to approve resolution 12152021A, seconded by Sup. Truitt and carried by voice vote.
- c. Resolution 12152021B Transfer of Funds from Reserves to General Fund  
Sup. Truitt moved to approve resolution 12152021B, seconded by Sup. Berg and carried by voice vote.
- d. CSM and Rezone submitted by Robert and Kathryn Shanahan
  - i. Resolution 12152021C Approving the CSM submitted by Robert and Kathryn Shanahan. Property located at 3315 Nelson Road (parcel number 0810-243-00034-0 & 0810-243-0023-0).  
Sup. Stieren moved to approve resolution 12152021C, seconded by Sup. Berg and carried by voice vote.

- ii. Resolution 12152021D Approving the Rezone Petition submitted by Robert and Kathryn Shanahan. Property located at 3315 Nelson Road (parcel number 0810-243-0034-0 & 0810-243-0023-0).  
Sup. Truitt moved to approve resolution 12152021D, seconded by Sup. Berg and carried by voice vote.
- e. Ordinance 12152021 Repealing and Recreating Section 10-1-3 and 10-1-4 Regarding Uniform Dwelling Code and Construction Standards  
Sup. Truitt moved to approve ordinance 12152021, seconded by Sup. Berg and carried by voice vote.
- f. Discussion of Rezone Application Submitted by Khris Barber on behalf of Premier Golf to Rezone 5926 Cty Hwy CV. No action taken.  
Administrator Lentz stated this was on the agenda because part of the property is zoned residential and would require a change in the Comprehensive Plan. The required notices and publication are underway to schedule the hearing for the Comprehensive Plan change and the Plan Commission has reviewed the application. No action taken.
- g. Appoint Election Inspectors for the 2022-2023 election cycle  
Sup. Truitt moved to approve the list of election inspectors as presented, seconded by Sup. Stieren and carried by voice vote with Sup. Berg abstaining.

#### REPORTS

- a. Plan Commission, ETZ Committee, Parks Commission, NECC  
The Plan Commission met December 1, 2021 and will meet again January 3, 2022.  
ETZ Committee, Parks Commission and NECC have not met.
- b. Administrator and Public Works Reports  
The Administrator report was provided to the Town Board in the packet. Public Works Lead Ron Kurt reported that he had two bids for a one-ton truck that are similar in price and indicated this purchase could be put on the next agenda. Kurt was directed to hold off on any decisions about the purchase for the time being.

#### PUBLIC INPUT:

Lisa Rubrich and Skip Kraiss were both present as they have both applied for the remaining term of the open Supervisor seat. Both are considering filing nomination papers to run for the office. Rubrich inquired about the duties of the Supervisor position. Viney indicated that it involves at least one meeting monthly, listening to residents' concerns and making budgetary and financial decisions. Sup. Berg added that each Supervisor is asked to serve on at least one committee. Viney inquired if either was interested in the open resident seat on the ETZ Committee. Kraiss indicated his interest.

Mike Baldwin was present to speak about the Burke Conservancy Estates Park drainage issues. He said he wants to keep this issue on the radar of the Town Board. Sup. Stieren said he would like to wait until March to have the Town's contracted Engineer visit and evaluate the site.

#### CLOSED SESSION

Convene into closed session pursuant to Wis. Stat. § 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 purposes

of 2022 wages, salaries, benefits and PTO). Motion by Sup. Truitt, seconded by Sup. Stieren to enter into closed session. Motion carried by roll call vote at 6:47 p.m. Present in closed session: Chairman Kevin Viney, Supervisors Steve Berg, Chris Truitt and Jeff Stieren. Also in attendance: Administrator/Clerk/Treasurer PJ Lentz and Deputy Treasurer/Clerk Elissa Friedl.

#### RECONVENE IN OPEN SESSION

Motion by Sup. Truitt, seconded by Sup. Stieren to reconvene to open session at 7:29 p.m. Motion carried.

NEXT MEETING DATE: January 19, 2022 at 6:00 p.m.

#### ADJOURNMENT

Motion by Sup. Truitt to adjourn at 7:30 p.m.

Approved:  
PJ Lentz, Administrator Clerk Treasurer