

TOWN OF BURKE BOARD MINUTES
Wednesday, September 20, 2023 at 6:00 p.m.

1. ADMINISTRATIVE

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

Chairman Viney called the meeting to order at 5:50 p.m.

Attendance: Supervisors Jeff Stieren, Steve Berg, and Lisa Rubrich.

Absent: None.

Staff in attendance: Administrator/Clerk/Treasurer PJ Lentz and Public Works Lead, Ron Kurt.

Others present: Sandra Jensen, Justin Zander, Zac Brumm, Beth Schoob, Adam and Anne Steele, Andrea Vandeberg, John Wood and Gary Ziegler

Motion by Steve, second by Lisa to move OCR (Old Business) to New Business between b) and c). Motion carried.

2. PUBLIC INPUT: None

3. CONSENT AGENDA

a) Minutes From August 16 and August 29, 2023

b) Bills and Payroll

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

4. NEW BUSINESS

a) Resolution 09202023A Honoring Bill Kurt for Distinguished Service to the Town of Burke

Kevin spoke to Ron regarding the Town Boards' appreciation for Bill Kurt's dedication to the Town over the years and acknowledged the many years of his commitment. Condolences to Ron and his family.

Motion by Steve, second by Jeff, to approve Resolution 09202023A. Motion carried.

Moved from Old Business - OCR Notice of Investigation

PJ contact OCR for information regarding this investigation. The investigation is to request the State consider paying for gates to be installed at the intersection of the RR at Nelson Rd.

b) Badger Challenge Street Use Permit Request (Sept 24, 2023)– Andrea VandeBerg, Director of Operations

- Application and Certificate of Liability Insurance Submitted
- No roads in the Town will be closed. There will be police to help crossing at Reiner and O'Keefe. Nelson and Reiner will have a Dane Cty Sheriff.

Motion by Jeff, second by Lisa, to approve the Badger Challenge Street Use Permit Request for September 24. Motion carried.

c) Resolution 09202023B to Consider request submitted by Travis Leaser for Adam Steele to rezone 0810-344-9870-8 from HC to SFR to allow for a garage to be built.

Motion by Jeff, second by Steve, to approve Resolution 09202023B approving the rezone submitted by Travis Leaser for Adam Steele. Motion carried.

d) Resolution 09202023C to Consider request submitted by Stacey and Sandi Jensen to divide 0810-244-6515-0 3180 Burke Rd into two (2) lots

Motion by Steve, second by Jeff, to approve Resolution 09202023C dividing 3180 Burke Rd into 2 lots. Motion carried.

- e) Resolution 09202023D to Consider request submitted by Stacey and Sandi Jensen to rezone Lot 2 at 3180 Burke Rd to RR-1

Motion by Jeff, second by Lisa, to approve Resolution 09202023D to consider request submitted by Stacey and Sandi Jensen to rezone Lot 2 at 3180 Burke Rd to RR-1. Motion carried.

- f) Resolution 09202023E to Consider request submitted by Zachary Brumm to rezone 4307 Acker Rd (0810-084-9450-1) from Heavy Commercial to Manufacturing and Industrial to accommodate a Type 1 Salvage yard.

Motion by Jeff, second by Steve, to approve Resolution 09202023E to rezone 4307 Acker Rd to from heavy commercial to manufacturing and industrial to accommodate a Type 1 salvage yard. Motion carried.

- g) Resolution 09202023F to Consider Conditional Use Permit (CUP) submitted by Zachary Brumm to allow for the operation of a Type 1 Salvage Yard at 4307 Acker Rd (0810-084-9450-1).

Kevin read through each of the eight standards and each Board member voted Met individually and separately. #8 is not applicable.

Steve read through all unique conditions recommended by the Plan Commission. PJ stated that these unique conditions are unique to this parcel and different from the adjoining parcel (CUP). The Board approved the Unique Conditions as listed in the resolution.

Motion by Jeff, second by Steve, to approve CUP 02604 with the conditions read at tonight's meeting because seven of the eight standards specified in section 10.101(7)(d)(1) of the Dane County Zoning Code have been met with the 8th standard not applicable to this parcel. Motion carried.

- h) Consider hourly pay for Elissa Friedl's very part time assistance with Town
PJ requested pay of \$25 per hour as needed.

Motion by Steve, second by Lisa, to approve an hourly pay to Elissa Friedl of \$25 per hour. Motion carried.

5. OLD BUSINESS

- a) JAD Development, LLC and the Final Lift to Wood Drive
 - Request Sealed Bids

PJ explained the action needed in order for the work to be completed this year. Jerry Wood arrived and stated that he has a guy that is supposed to be getting the work done. He could not confirm that the work would be done by the deadline of Sept 23.

Motion Steve, second by Jeff, to request sealed bids for the final lift. Motion carried.

- Resolution 09202023G Call Letter of Credit

Motion by Steve, second by Lisa, to approve Resolution 09202023G Call Letter of Credit. Motion carried.

- Resolution 09202023H Special Assessment Process

Motion by Jeff, second by Lisa, to approve Resolution 09202023H Special Assessment Process. Motion carried.

- b) See New Business
- c) Consider Purchase of Replacement Truck

Ron explained the truck we had approved (6.21.2023) is still not actually ordered by the dealership. A truck was found at Zimbrick Chevrolet Sun Prairie that would work for similar costs. This truck has a steel box rather than the preferred stainless but otherwise it's similar. **Motion** by Lisa, second by Jeff, to approve the purchase through Zimbrick Chevrolet. Motion carried.

6. REPORTS

- a) Plan Commission-Steve PJ and CUP
- b) Parks Committee – open seat
- c) ETZ Committee –
- d) ARPA – need to set meeting
- e) NECC – open seat
- f) Clerk and Public Works Reports

Parks – Lisa: There is an open seat, shingles at Gehrke, new power-wash company, wood chips free from Barnes can be used for walking paths. Charlotte's walk small pond is dry and PW has mowed the area and took down a dead tree.

ETZ – Steve: The CUP and site plan for the indoor storage facility was approved.

NECC – PJ: New Court Clerk will be sending reports more often. The committee meets rarely.

PW – Ron: Hwy 51 corridor study – 51 and E. Washington and Stoughton Rd. – Pedestrian/bike traffic.

9. **NEXT MEETING DATE:** Wednesday October 18 at 6:00 p.m.

10. ADJOURNMENT

Motion by Jeff, second by Steve, to adjourn at 7:05 p.m. Motion carried.