



**CITY OF BURLINGTON**  
**Committee of the Whole Minutes**  
**Robert Miller, Mayor**  
**Diahnn Halbach, City Clerk**  
**Tuesday, December 17, 2013**

**1. Call to Order/Roll Call**

Mayor Robert Miller called the meeting to order at 6:30 p.m. starting with roll call. Aldermen present: Bob Prailes, Ed Johnson, Peter Hintz, Ruth Dawidziak, Tom Vos, Tom Preusker, Jon Schultz, and Todd Bauman. Excused: None. Student representatives present: Sam Joski. Student representatives absent: Joe Nguyen.

Also present: City Administrator Kevin Lahner, City Attorney John Bjelajac, Police Chief Peter Nimmer, Fire Chief Perry Howard, Public Works Director Craig Workman, Treasurer Steve DeQuaker, Director of Administrative Services Megan Watkins, Library Director Gayle Falk, and Tom Foht of Kapur & Associates.

**2. Citizens Comments and Questions**

There were none

**3. Approval of Minutes from December 3, 2013**

A motion was made by Vos with a second by Bauman to approve the minutes from December 3, 2013. With all in favor, the motion carried to approve the minutes.

**4. Resolution 4634(24): To consider accepting the Sewer User Charge System Update prepared by Kapur & Associates.**

Mayor introduced Resolution 4634(24) and opened for discussion among the Alderman. Craig Workman gave a brief slide show presentation of the report study provided to the Aldermen in which he explained the need to increase the rates 10% overall in order to meet the projected 2014 expenditures of \$3.5 million. Workman went on to explain the decrease in the wastewater revenue fund over a five year period from 2008 to 2013. Workman also explained where expenses will be allocated in both Operation and Maintenance and Debt services.

Vos asked if the 10% increase allows for any excess revenue over and above what we need to operate and pay our debt service in order to start building up the reserves again. Workman responded that for 2014 it does not, but what they are looking to do is to move into 2014 and get a better feel for where Echo Lake Foods will be and then take another look at rates. Workman further stated that what we're showing based on the Rate Study is a 3% increase for 2015 and that with the increase, along with Echo Lake being back on line, we will be able to start putting money back into the capital fund.

Schultz asked to have the debt bond for \$600,000 explained by either Kevin Lahner or Craig Workman. Lahner replied that the debt bond is the pay-off amount for debt the City issued to the Wastewater Plant in 2004 and that payment will be gone and expenses will be \$600,000 less permanently, assuming that the City doesn't issue any more debt for any other reasons and as of right now that isn't an issue.

Preusker voiced his concerns about charging variable rates versus fixed rates and felt that water usage will be on the decline and continued increases will lead to increased energy efficiency and

water conservation. Workman explained where the fixed costs are allocated versus the variable costs and reviewed what the primary drivers are that create the variable and fixed rates.

5. **Resolution 4639(29)**: to consider approving a First Responder Program for the Fire Department.
6. **Resolution 4640(30)** to consider approving a contract for medical oversight and direction with Aurora Health Care for the First Responder Program.

Mayor Miller introduced and addressed both Resolutions 4639(29) and 4640(30). Mayor made a statement before opening for discussion. Mayor stated that City Council and City Staff have been discussing the nature of the volunteer services for the past few years and have worked with the Town of Burlington and Burlington Rescue to complete the Fire EMS Cooperation Study and the City has also hired its first full-time Fire Chief. Mayor further stated that there are many changes that will be occurring in the Fire Department over the next few years. Mayor hoped that among them was the start of a First Responder Program, that Council was in a unique position in regards to the proposed program in that the City has the opportunity to complement the services already being provided by the Burlington Rescue Squad without a significant increase in cost. The first responder program will permit the City to augment our Rescue Squad service by allowing a medically trained technician to respond to a call for service within the City as soon as possible. Mayor further apologized to the Rescue Squad for any miscommunication of the implementation of this program and has confidence that in moving forward steps will be taken to work closely with the Rescue Squad for any issues, challenges, or changes that may occur. Mayor completed his statement in saying that he strongly supports the First Responder Program and then opened it up for discussion.

Brian Zweibel, Chief of the Burlington Rescue Squad, presented a letter to the Council members from the entire squad. Zweibel stated that he is not against the program but urged for the members of the Rescue Squad to have more input into the program before being implemented.

Dennis Lynch, Member of the Board of Directors for the Burlington Rescue Squad, also expressed support for the First Responder program but urged that the Fire Department and Rescue Squad to work as partners and continue providing the excellent care residents are accustomed to.

Dawidziak asked members of the Burlington Rescue Squad what are their concerns. Zweibel responded that there are numerous concerns that the Rescue Squad has but has not put them down on paper. Zweibel stated that the Rescue Squad wants to make the program work but wants cooperation with the Fire Department in planning the program out.

Troy Ebersson, member of the Burlington Rescue Squad, voiced his concern about adding an additional vehicle on the scene and who would be the unit in charge of the patient. Ebersson further stated that there needs to be much more discussion about the program between the Fire Department and Rescue Squad before proceeding. Chief Howard felt there had been previous discussions, however, both parties continued to disagree until Mayor Miller intervened and discontinued the debate.

Mark Strasser, 273 West State Street, member of the City Fire Department, asked Council to decide whether or not this program is the right thing for the citizens of the City of Burlington and if it is, then appoint a committee to seek this through to where it will work best for the citizens. Strasser further stated he is support of the program and believes it to be the right thing for our community.

Schultz stated support for the program and asked Rescue Squad, if the program is approved, will Rescue be able to work out the details of the program with the Fire Department. Zweibel responded that would not be a problem at all. Schultz acknowledged that Rescue has concerns but further inquired as to why Council should not approve the program if everybody is in favor of it

and wanted to know if the parties involved will be able to work out their differences if approved. Zweibel replied that he felt they could but still had concerns about communication and cooperation on behalf of the City and Fire Department.

Kevin Lahner stated that the City is committed to working with the Burlington Rescue Squad and will do everything it takes to keep moving forward in figuring out the operational procedures but approving this program is a step in the right direction.

7. **Resolution 4644(34):** to consider approving Amendment Number Four to the Planned Unit Development Agreement for Falcon Ridge Condominiums.

Mayor Miller introduced Resolution 4644(34) and opened for discussion.

Johnson inquired as to why changes were being made. Mayor Miller responded it's because of the market condition and that duplexes and condos are selling better as opposed to three-units.

8. **Resolution 4645(35):** to consider approving Amendment Number One to Task Order Number Ninety-One for engineering services with the 2013 Street & Utility Project in the amount of \$72,683.

Mayor Miller introduced Resolution 4645(35) and opened for discussion.

Prailes asked was the total Jefferson Street cost. Craig Workman replied the construction cost for Jefferson Street was roughly \$65,000. Prailes clarified that the construction cost was \$65,000 and the engineering cost was \$25,000 and inquired as to why the engineering costs was so much. Workman responded that there were many unforeseen problems and challenges that took place which required extra time and an expedited effort from Kapur & Associates to resolve. Tom Foht added that the majority of the conflicts during construction were utilities and old underground pipelines buried deep down that weren't even known to exist until they were uncovered.

9. **Resolution 4646(36):** to consider approving the purchase of a patrol wing from Wausau Equipment Co., Inc. for the Department of Public Works in the amount of \$16,276.

Mayor Miller introduced Resolution 4646(36) and stated that this is a new additional wing, not a replacement wing. Mayor further encouraged Council and Staff, if they are able, to do a ride-along during a snow removal procedure with an experienced wing operator to experience first-hand what it takes to maneuver these machines and commended the public works drivers on what a great job they do.

Preusker asked whether or not the patrol wing was priced out through VendorNet. Workman replied that it was not priced out through VendorNet and that it was something he could look at; however the quoted cost is a factory direct price from the manufacturer itself.

## 10. **Adjourn**

A motion was made by Schultz with a second by Dawidziak to adjourn the meeting. With all in favor, the meeting adjourned at 7:25 p.m.

Minutes respectfully submitted by:

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Diahnn C. Halbach  
Burlington City Clerk  
Racine & Walworth Counties