



CITY OF BURLINGTON
Committee of the Whole Minutes
Robert Miller, Mayor
Diahnn Halbach, City Clerk
Tuesday, April 2, 2014

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. Student representatives present: Sam Joski. Student representative absent: Joe Nguyen.

Also present: City Administrator Kevin Lahner, City Attorney John Bjelajac, Police Chief Peter Nimmer, Public Works Director Craig Workman, Public Works Supervisor Dan Jensen, 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 March 18, 2014

A motion was made by Dawidziak with a second by Vos to approve the minutes from March 18, 2014. With all in favor, the motion carried to approve the minutes.

4. Topic: Discussion and Update regarding the snow and ice removal costs in 2014 in comparison to the 2014 Annual Budget.

Craig Workman gave a brief synopsis of where the City is so far in the 2014 budget year for snow and ice removal, which includes January, February, and some of March. Workman further stated that thus far only salt and overtime have been looked at and that fuel consumption and equipment costs still need to be determined; however the goal is to give a general overview of what was budgeted and what the actual costs have been and prepare Council for a proposed amendment to the budget early in the second quarter.

Mayor clarified that the DPW would need in excess of \$50,000 to go into the budget between now and fall just to cover snow and ice removal. Craig concurred and said in addition to that, they would also be looking at other areas such as water related costs for the Water Department, the Water Main Break budget and the Water Service budget that has also been affected by the winter; but main purpose is to discuss this and look for other suggestions or comments before they complete the formal budget amendment.

Prailes asked how many water main breaks are normally budgeted per year. Workman responded that they estimate an average of ten breaks per year and so far this year there have been six and that the latter part of the year, October, November, December, will still need to be accounted for as well. Workman further stated that water mains and service are budgeted separately and that the

real issue will be with the water service budget due to the non-stop working of the water crew whether its frozen pipes or breaks, the crews have been working constantly.

Preusker asked if Council could get more information about the breaks and whether or not structural improvements need to be made in order to be proactive versus reactive. Workman stated that as part of the Capital Improvement Plan, all utility conditions are being looked at and factors into how the budget is calculated.

Schultz asked if the breaks are usually on the older lines and also wanted to know the average snow events per year. Workman responded that typically the breaks are on the older lines and that even though we had 27 snow events this season, the City typically averages a third of that.

There was no further discussion.

5. **Resolution 4663(53)** to consider approving an award of bid for the 2014 Street Program to Stark Asphalt in the amount of \$456,125.05.

Mayor Miller introduced Resolution 4663(53) and opened it up for discussion.

Schultz asked what the remaining balance of \$.5 million of bonding money would be used towards. Workman replied that as part of this bid there is a line item that accounts for asphalt patching and that it would most likely go towards street and spot repairs due to the damage in various areas caused by this past winter. Workman further explained that the bond documents are very specific as to the money needing to be used for street repairs, not water mains or sanitary sewers. Workman also stated that these monies need to be spent by the middle of the year, which essentially leaves about three months to get the work done; there isn't time to put another project out for bid, which is why the money should be allowed in this contract to spend.

Vos asked if any money would be set aside to fill cracks. Workman responded that \$30,000 has been budgeted toward crack filling.

There was no further discussion.

6. **Resolution 4664(54)** to consider approving the submittal of an application for an Urban Nonpoint Source and Storm Water Management Program Planning Grant with the Wisconsin Department of Natural Resources.

Mayor Miller introduced Resolution 4664(54) and further clarified that this application is to test the City's storm water run-off to make sure it's within certain standards and then opened it up for discussion.

Dan Jensen stated that they will be looking at a modeling program of the City's current storm water system and from that the DNR will determine a future treatment plan of the city's storm water discharge. The grant being applied for covers up to 70 percent of the planning costs, not to exceed \$85,000.

Workman further clarified that approving this resolution will allow the City permission to apply for the grant; there will be a future Task Order from Kapur to do the work for the grant.

Vos asked what specifically is the DNR looking for. Lahner replied that the City is in what is now called the "MS4 Permitting" due to having a population greater than 10,000, which requires the City to do the things required by the DNR under that permit, such as appropriate street sweeping,

regional detention, and other similar responsibilities in order to make sure that what's going into the river is being treated to the extent required by the DNR. Tom Foht further stated that the DNR is looking for 20 percent suspended solid removal, and the City is already meeting those standards; however because of the City's population status, this grant qualifies for other areas to be studied and monitored as well.

Schultz asked when the process was expected to be finished. Foht responded that the grant application is due in April. If the grant goes through then the mapping would need to be completed; from there the modeling would take place – both of these could be completed in 2015, with results being returned in 2016. Then if DNR determines the City doesn't meet the required standards, then work would be done from 2017-2019.

Schultz asked if the City didn't get the grant, would the City still have to pay to have the work done. Foht stated that the City is required by the DNR to meet certain standards and the City would be responsible for any costs associated with meeting those standards; however, this grant can be applied for annually.

There was no further discussion.

7. **Resolution 4665(55)** to consider approving the purchase of an Automated Valve Operator from E.H. Wachs Company in the amount of \$20,920 and installation from Lynch Truck Center in the amount of \$8,323 for a total of \$29,243.

Mayor Miller introduced Resolution 4665(55) and opened it up for discussion.

Workman explained that the use of an automatic valve operator will allow the City's DPW workers to exercise valves efficiently and effectively and that the ability to operate valves in an emergency is imperative to the safety of the community and a valve maintenance program is essential to identify and prevent deficiencies in a water distribution system.

Vos asked what happened to the current valve operator. Workman responded that it is still being used on one of the older trucks; however that truck is scheduled to be replaced in 2015 and that this device is different than the current one, where the new one is bumper mounted and is hydraulic and is far more efficient and easier to use.

There was no further discussion.

8. **Resolution 4666(56)** confirming the official name of the Housing Authority of the City of Burlington, Wisconsin.

Mayor Miller introduced Resolution 4662(52) and opened it up for discussion.

Mayor stated that over the years, there have been many variations of names for the Housing Authority and to avoid any legal complications that may otherwise arise; the City needs to give the Housing Authority an official name.

There was no further discussion.

9. **Ordinance 1981(15)** to consider amending the Official Traffic Map by deleting a portion of the existing No Parking Zone on the westerly side of Conkey Street and replacing it with a 15 Minute Loading Zone.

Mayor Miller introduced Ordinance 1980(14) and opened it up for discussion.

Mayor Miller explained that this change is being brought forward because of a request from the St. Charles School administration and that at certain times of the day, parents cannot easily pick-up or drop-off their children due to the No Parking Zone currently in place. Miller further stated that amending this zone would allow a parent to quickly access the school office to pick-up or drop-off their children while insuring the road would remain passable.

Dawidziak asked why there was no parking there in the first place. Hintz commented that it was because of the buses; however there is only one bus and it would have no effect on pick-ups and drop-offs during the day.

There was no further discussion.

10. Adjourn

A motion was made by Vos with a second by Preusker to adjourn the meeting. With all in favor, the meeting adjourned at 7:03 p.m.

Minutes respectfully submitted by:

Diahnn C. Halbach

Burlington City Clerk

Racine & Walworth Counties