



CITY OF BURLINGTON
Committee of the Whole Minutes
Robert Miller, Mayor
Diahnn Halbach, City Clerk
Tuesday, May 20, 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 representative present: Joe Nguyen. Student representative absent: Sam Joski.

Also present: City Administrator Kevin Lahner, City Attorney John Bjelajac, Police Chief Peter Nimmer, Fire Chief Perry Howard, Public Works Director Craig Workman, 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 May 6, 2014

A motion was made by Johnson with a second by Hintz to approve the minutes from May 6, 2014. With all in favor, the motion carried to approve the minutes.

4. Discussion: regarding a potential Memorandum of Understanding between the City of Burlington and the Southeast Wisconsin Fox River Commission for protection and enhancement of the Fox River.

Mayor Miller introduced Tom Slawski and Jim Pindel of the Southeastern Wisconsin Fox River Commission (SEWFRC). Slawski explained the program, their mission and goals, concerns and accomplishments. Slawski further explained that the SEWFRC was established in response to citizen and community concerns over water resource problems in the Fox River system. SEWFRC was given the authority to carry out a number of programs and measures designed to improve water resource conditions in the Fox River system within the identified planning area. The Commission has supported numerous projects within the planning area and has contributed approximately \$1.25 million to projects that help improve the Illinois Fox River basin.

5. Resolution 4672(6) to consider approving an Engagement Letter with Patrick Romenesko for a Single Audit of the Clean Water Fund Loan.

Mayor Miller introduced Resolution 4672(6) and explained that this is an annual requirement from the IRS because of the type of loan the City has.

There was no discussion.

6. **Resolution 4673(7)** to consider approving Task Order Ninety-Six with Kapur & Associates for the design and construction management of the west side watermain and sanitary sewer survey extension in the amount of \$296,039.

Mayor Miller introduced Resolution 4673(7) and explained that these extensions are located on the west side of the City and will serve the proposed new Aurora facility, as well as future expansion of the area. Mayor further stated that one of the City's goals is to create a bike trail on top of this path, which would connect along the Beloit Street pedestrian right-of-way to the state trail on Spring Valley Road; however these plans are contingent on the Tax Incremental District 5 (TID 5) and the development of the Aurora complex and wetland delineation.

7. **Resolution 4674(8)** to consider approving Contract Change Order Number Four with Staab Construction, Inc. for the Phase Two Wastewater Treatment Plant Upgrades and Improvements Project for a credit of \$80,181.

Mayor Miller introduced Resolution 4673(7) and opened it up for discussion.

Craig Workman explained that several unforeseen contract cost adjustments were made which resulted in a reduced overall final payout.

There was no further discussion.

8. **Resolution 4675(9)** to consider approving a Fill-In Staffing Program for full-time fire engineers with the Burlington Fire Department.

Mayor Miller introduced Resolution 4675(9). Fire Chief Perry Howard explained that only highly trained and certified (emergency medical technicians, firefighters, and motor pump operators) personnel would fill these positions when needed.

9. **Resolution 4676(10)** to consider approving an Internship Program with the Burlington Fire Department.

Mayor Miller introduced Resolution 4676(10) and explained that the Fire Department is interested in implementing an internship program for college students and young adults interested in enhancing their experiences in the fire service. Chief Howard further explained that several organizations have used similar programs and is designed to provide realistic, on the job fire service experiences to young adults and college students already enrolled in Fire Science programs. Perry further stated that the interns would always be under close supervision and would never be allowed to fill-in as a current volunteer or fireman.

10. **Ordinance 1982(1)** to consider amending Section 315-31F "Setback and Yards" in the Municipal Code to decrease the rear yard setback to 15 feet in M-2 General Manufacturing Districts when a parcel abuts another M-2 zoned parcel.

Mayor Miller introduced Ordinance 1982(1) and explained that the purpose of this amendment is to decrease the rear yard setback limitation to 15 feet as opposed to the current 25 foot requirement in the M-2 General Manufacturing District due to several business owners located in the Burlington Industrial Park expressing their desire to expand their buildings but were limited due to the setback requirements and narrow lots. This would give business owners more flexibility in design to expand if they so wish.

11. **Ordinance 1983(2)** to consider amending the Aldermanic Ward designation for annexed property at 5421 Mormon Road.

Mayor Miller introduced Ordinance 1983(2) and explained that the property located at 5421 Mormon Road was officially annexed to the City on April 2, 2104 as Ordinance 1980(4) and that within the annexation ordinance, the Aldermanic Ward was designated as Ward 4; however Ward 5 is contiguous with this parcel and needed to be corrected and placed within the proper Ward.

12. **Ordinance 1984(3)** to consider amending the Racine County Multi-Jurisdictional Comprehensive Plan for property located at 5421 Mormon Road from Medium-Density Residential and Primary Environmental Corridor to Industrial and Primary Environmental Corridor.

Mayor Miller introduced Ordinance 1984(3) and explained that this amendment matches the current zoning of the existing parcels industrial use.

13. **Motion 14-775** to consider approving the annual insurance renewal with Zarek Insurance.

Mayor Miller introduced Motion 14-775. Lahner explained that Zarek has been the City's broker for several years and has the necessary qualifications and requirements needed in order to provide the City with the proper lines of coverage.

Preusker recommended that the City bid out contracts such as this.

Schultz appreciated if items discussed at the Committee of the Whole were not voted on the same night as Common Council in order to prepare and have a better of understanding of the details.

14. **Adjourn**

A motion was made by Hintz with a second by Vos to adjourn the meeting. With all in favor, the meeting adjourned at 7:20 p.m.

Minutes respectfully submitted by:

Diahnn C. Halbach
Burlington City Clerk
Racine & Walworth Counties