



CITY OF BURLINGTON
Committee of the Whole Minutes
Robert Miller, Mayor
Diahnn Halbach, City Clerk
Tuesday, December 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, Jon Schultz, Tom Preusker and Todd Bauman. Excused: None.

Student Representative Present: Hannah Cook. Excused: None.

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

2. Citizens Comments and Questions

Chris Impens, 33140 Cardinal Trail, read a statement expressing his disappointment with Council's decision that allowed the City Administrator out of a 5 year contract agreement with the City which resulted in a payback to the City that was approximately \$26,000 less than the original amount agreed to if the 5 year agreement wasn't fulfilled.

3. Approval of Minutes from November 18, 2014

A motion was made by Schultz with a second by Johnson to approve the minutes from October 21, 2014. With all in favor, the motion carried to approve the minutes.

4. Resolution 4707(41) to consider approving the Project Plan and establishing the boundaries for and the creation of Tax Incremental District No. 5 in the City of Burlington.

Mayor Miller introduced Resolution 4706(40) and explained that this resolution creates TID 5 which encompasses the property that Aurora is acquiring and would allow for the necessary bonding for the infrastructure improvements of this project. Mayor then opened it up for discussion.

Prailes wanted to know if the taxes would still go to Lyons and for how many years. Mayor responded that the taxes would go to Lyons for the life of the TID, which is seven years. Steve DeQuaker clarified that Lyons would receive a fixed amount of the tax they would have collected over a five year period based on the base value of that property.

5. Resolution 4707(41) to consider adopting the 2015 Annual Budget for the City of Burlington.

Mayor Miller introduced Resolution 4707(41) and opened it up for discussion.

Preusker wanted to know the dollar amount of the levy being raised from 2014 to the proposed 2015. DeQuaker responded that the tax levy is a .262% increase over the 2013 levy, which equates to \$14,493 in General Fund dollars, plus \$200,000 the City is levying for debt; overall expenditures in the general fund and utilities are lower in 2015 by about 4% compared to 2014.

6. **Resolution 4708(42)** to consider adopting a Relocation Order for the acquisition, through eminent domain proceedings if necessary, of an easement on the property at 5421 Mormon Road for the installation of municipal watermain and a public bicycle/pedestrian path.

Mayor Miller introduced Resolution 4708(42) explained that this resolution deals with the bike path and the watermain being put in on the KW property. Mayor then opened it up for discussion.

Dawidziak asked if KW was aware of the easement. Attorney Bjelajac explained that the Relocation Order is part of the standard procedure that needs to be followed if eminent domain is used in order to obtain the necessary easement. Bjelajac further explained that KW is aware of the easement, however, a Relocation Order must be issued by the City before any negotiations relating to the easement can take place with KW.

7. **Ordinance 1993(12)** to consider creating a Municipal Ward Number Ten and designating the polling location for said ward.

Mayor introduced Ordinance 1993(12) and explained that the property annexed contains one homestead with one occupant, so therefore a ward must be created for voting purposes. Mayor then opened it up for discussion.

Vos asked which district this would attach to. Mayor responded that it would attached to District 3.

8. **Resolution 4709(43)** to consider approving a contract with GovHR USA to provide professional recruitment services for the position of City Administrator.

Mayor introduced Resolution 4709(43) and opened it up for discussion.

Vos stated that GovHR (formerly Vorhees and Associates), has done a great job for the City in the past. Mayor Miller stated that the idea is to find a company that knows the city, knows what the city's needs are, has worked with the city in the past and can get the job done in the most efficient and timely manner possible. Mayor further stated that if Council would rather submit Request for Proposals (RFPs), it would add another 1-2 months to the hiring process of finding a new City Administrator. Prailes stated that he felt it was important to at least discuss the options of what's best but was for hiring GovHR.

Mayor gave Council the option to not vote on this topic at the same night Council meeting if it was determined that more time was needed to explore other options. Mayor further stated that the purpose of having this done tonight was to start the process of hiring as quickly as possible. Mayor emphasized the experience GovHR already has with the City and commended the work they have done for the past 7-10 years. Mayor asked for a show of hands of anybody who did not wish to vote on this topic at tonight's Council meeting. No hands were raised.

9. **Adjourn**

A motion was made by Preusker with a second by Bauman to adjourn the meeting. With all in favor, the meeting adjourned at 7:00 p.m.

Minutes respectfully submitted by:

Diahnn C. Halbach
Burlington City Clerk
Racine & Walworth Counties