



CITY OF BURLINGTON
Committee of the Whole Minutes
Robert Miller, Mayor
Diahnn Halbach, City Clerk
Tuesday, June 16, 2015

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: John Ekes, Ed Johnson, Bob Grandi, Ruth Dawidziak, Tom Preusker, Jon Schultz and Todd Bauman. Excused: Ruth Dawidziak and Tom Vos

Also present: City Administrator Carina Walters, Director of Administrative Services Megan Watkins, City Attorney John Bjelajac, Lt. Mark Anderson, Public Works Director Craig Workman, Library Director Gayle Falk, and Building Inspector Gregory Guidry.

2. Citizens Comments and Questions

There was none.

3. Approval of Minutes from June 16, 2015

A motion was made by Johnson with a second by Ekes to approve the minutes from June 16, 2015. With all in favor, the motion carried to approve the minutes.

4. Topic: Presentation by Central Racine County Health Department regarding their Annual Report.

Mayor Miller introduced Margaret Gesner, Administrator at the Central Racine County Health Department (CRCHD). Gesner explained the annual report and updated Council and staff of future plans.

5. Topic: Resolution 4734(8) to consider a contract with Northern Illinois University Center for Governmental Studies to conduct the 2015 Strategic Planning Session.

Mayor Miller introduced Resolution 4734(8) and opened it up for discussion.

Walters informed Council that two proposals were received to conduct the 2015 Strategic Planning Session (NIU and GovHR); both organizations were capable of doing the job and had outstanding references; however, staff recommends selecting NIU because GovHR is already involved with other City business. Walters further advised Council to schedule time to meet for a minimum of 1 ½ to 2 days for the Strategic Planning Session, no later than the second week of September, possibly on a Friday evening and all day Saturday.

Schultz inquired if the Strategic Planning Sessions could be opened up for public input. Walters responded that involving community leaders has already been discussed and could be further considered for Strategic Planning.

6. Topic: Resolution 4735(9) to consider approving an Agreement between the City of Burlington and the County of Racine for the acquisition by the city of the property located at 256 W. State Street.

Mayor Miller introduced Resolution 4735(9) and explained the status of the dilapidated piece of property and stated that County is willing to work with the City, so that we may acquire the property with the intent of cleaning it up and turning it over to another party.

7. **Topic: Resolution 4736(10)** to consider approving an Easement Agreement between the City of Burlington and the LaBadie Investments, LLC for property located on W. State Street in the Town of Burlington.

Mayor Miller introduced Resolution 4736(10) and opened it up for discussion.

Workman explained that a sanitary sewer lift station is required as part of the TID #5 improvements and in order to best serve the Aurora Burlington Medical Facility, the lift station needs to be situated along the curve of W. State Street between Mormon Road and Spring Valley Road. Workman further explained that because this section of roadway is still under DOT jurisdiction, this type of facility is not allowed in the road right of way and the DOT will not allow a dedicated access to the property for utility purposes. Workman said that the LaBadies have agreed to allow the City to construct a lift station in an easement on their land in exchange for municipal water and sewer to their parcel.

Attorney Bjelajac stated that this is a fair agreement and encouraged Council to adopt the resolution when presented.

8. **Topic: Resolution 4737(11)** to consider approving an Intergovernmental Agreement with the Town of Burlington for the Burlington Cemetery.

Mayor Miller introduced Resolution 4737(11) and explained that the Cemetery Association is in need of maintenance assistance and has approached both the Town and City of Burlington to collectively assist the association on an as-needed basis including lawn maintenance, basic snow plowing, basic road maintenance, promote and encourage donations and cemetery lot sales, engage service clubs or obtain grants for repairs to the chapel, basic sign maintenance and basic plumbing for start-up winterization. Mayor said the Association will continue to run the cemetery and any expenses are incurred above and beyond the normal daily operating expenses, the City and Town will need to approve.

Walters stated that the Association is currently working with the State to become a non-profit agency which would allow them to accept donations.

9. **Topic: Resolution 4738(12)** to consider approving a contract with GovHR to provide professional recruitment services for the position of Public Works Director.

Mayor Miller introduced Resolution 4738(12) and opened it up for discussion. There was no discussion.

10. **Topic: Motion 15-807** to consider approving a Certificate of Appropriateness in the HPC Overlay District for 516-518 Mill Street.

Mayor Miller introduced Motion 15-807 and opened it up for discussion. There was no discussion.

11. **Topic: Motion 15-808** to consider approving a Certificate of Appropriateness and Sign Permit in the HPC Overlay District for 588 North Pine Street.

Mayor Miller introduced Motion 15-808 and opened it up for discussion. There was no discussion.

12. **Topic: Motion 15-809** to consider approving a Certificate of Appropriateness and Sign Permit in the HPC Overlay District for 332 North Pine Street.

Mayor Miller introduced Motion 15-809 and opened it up for discussion. There was no discussion.

13. **Topic: Motion 15-810** to consider approving a Certificate of Appropriateness and Sign Permit in the HPC Overlay District for 120 E. Chestnut Street.

Mayor Miller introduced Motion 15-810 and opened it up for discussion. There was no discussion.

14. Topic: Discussion regarding conducting the Community Block Party.

Preusker stated he felt the Community Block Party interfered with other community fundraising events.

Dawidziak stated that the Community Block Party has been very well received and families look forward to this very affordable family event and that it's not a financial draw from other events.

Schultz stated that the City has very few events as a community and felt this was a needed event that was affordable for everyone involved.

Preusker stated that he felt the City shouldn't spend the money. Mayor responded that the money used for this event comes from the Mayor's discretionary fund. Mayor also stated that this is a positive event for the community and every year there have been positive stories that have happened because of it. Mayor further stated that this event also helps the service clubs, as they also participate.

Dawidziak added that this is also a great opportunity for community service hours for students.

15. Adjourn

A motion was made by Grandi with a second by Bauman to adjourn the meeting. With all in favor, the meeting adjourned at 7:57 p.m.

Minutes respectfully submitted by:

Diahnn C. Halbach
Burlington City Clerk
Racine & Walworth Counties