



CITY OF BURLINGTON
Committee of the Whole Minutes
Robert Miller, Mayor
Diahnn Halbach, City Clerk
Tuesday, March 15, 2016

1. Call to Order/Roll Call

Mayor Robert Miller called the meeting to order at 6:36 p.m. starting with roll call. Aldermen present: Bob Grandi, Ruth Dawidziak, Tom Vos, Jon Schultz, Tom Preusker and Todd Bauman. Excused: Ed Johnson and John Ekes.

Student Representatives Present: None. Student Representatives Absent: Abigail Sibilski and Shiyue Xie.

Also present: City Administrator Carina Walters, City Attorney John Bjelajac, Chief of Police Mark Anderson, Director of Administrative Services Megan Watkins, City Treasurer Steve DeQuaker and DPW Director James Bergles.

2. Citizens Comments and Questions

Mark Nielson, candidate for Racine County Circuit Court Judge, Branch 4, introduced himself and spoke about his experience and qualifications for the position.

3. Approval of Minutes from February 17, 2016

A motion was made by Grandi with a second by Vos to approve the minutes from February 17, 2016. With all in favor, the motion carried to approve the minutes.

4. Topic: Discussion regarding future Public Works Organizational Review.

Mayor Miller introduced opened this item up for discussion. Carina Walters stated staff will be bringing a proposed plan to the Council for review at their next meeting.

5. Topic: Resolution 4774(48) to consider approving and Intergovernmental Agreement between the City of Burlington and the Town of Burlington for asphalt bidding services.

Mayor Miller tabled Resolution 4774(48) due to proposed changes in the agreement.

6. Topic: Resolution 4775(49) to consider authorizing an agreement with the Wisconsin Department of Transportation to share the cost of creating the plans, specifications and exhibits needed for the Jefferson Street Bridge Project.

Mayor Miller introduced Resolution 4775(49) and opened it up for discussion.

Vos stated the expense of the upkeep and maintenance of the railings on the bridge and inquired if something else would be used in place of railings in order to reduce future maintenance costs.

Mayor responded that it would depend on the design, however the current railings no longer fit the design of the bridge and will more than likely be considered in the new design.

- 7. Topic:** Resolution 4776(50) to consider a Three Party Engineering Services Contract between the City of Burlington, Wisconsin Department of Transportation (DOT) and CORRE, Inc. for the Jefferson Street Bridge Project.

Mayor Miller introduced Resolution 4776(50) and opened it up for discussion.

Schultz inquired as to why the design work would take two years. Bergles responded that there are several different phases including contract approval, pre-design plans, core samples, geological surveys, street closures, and many other pre-engineering items that need to take place in stages within a five-year cycle and has to be completed by 2018.

Schultz then inquired about the grant funding for the actual bridge replacement. Attorney Bjelajac responded that there is no federal funding at this point for the actual construction of the bridge; however, he said he is confident that funding will be available in the 2019 cycle.

- 8. Topic:** Resolution 4777(51) to consider authorizing a Sewer User Rate Study by Ehlers, Inc. in the amount of \$8500.

Mayor Miller introduced Resolution 4777(51), stated that this is part of the strategic plan and then opened it up for discussion.

Vos inquired as to the last time a rate study was done. Bergles responded that a study was last done in March of 2013 with Donohue & Associates, but was found to be flawed and was rejected.

Schultz referred to Phase I in the study and asked about the possibility of un-metered customers and if we would know how to know which customers are un-metered. Bergles responded that houses without meters would be detected via a drive-through audit system.

Preusker stated that he would like to see charging based on fixed costs rather than variable costs due to the amount of money the city has to spend on compliance issues, such as radium and strontium. Bergles responded that those costs are already calculated and included in the sewer budget.

- 9. Topic:** Resolution 4778(52) to consider approving an Agreement with SafeBuilt for code enforcement services.

Mayor Miller introduced Resolution 4778(52) and opened it up for discussion.

Schultz inquired if there was minimum payment required for the one year contract. Walters responded that they would be hired on an hourly “as-needed” rate.

Schultz asked how SafeBuilt’s services would be used. Walters explained that SafeBuilt would review and modify codes in order to ensure they are all working together and not conflicting due to being outdated, as well as review of the fee structures. Walters stated that the second part of this agreement would be an educational process for everyone within the City of Burlington.

- 10. Topic:** Resolution 4779(53) to consider declaring intent to exercise Special Assessment powers for reconstruction of sidewalks at various locations.

Mayor Miller introduced Resolution 4779(53) and opened it up for discussion.

Grandi referred to a couple of emails from residents who are on fixed incomes and are concerned about the cost of sidewalk reconstruction and wanted to know if anybody responded to them and what their best options might be. Bergles responded that he believes Dan Jensen responded to the emails and their best option would be to come to the Public Hearing to voice their concerns.

Dawidziak asked if there is an option to spread payments over a five year period versus a three year period. Mayor Miller responded that the three year payment period was set by Council several years ago and reminded Council that upfront costs come out of the general fund and the longer the term to repay, would result in a longer period to replenish the general fund.

Bjelajac stated that Council has the discretion to revisit the existing ordinance and the power to change it, if so agreed upon.

- 11. Topic:** Resolution 4780(54) to consider approving the award of the 2016 Burlington Sidewalk Program to Property Services Maintenance, Inc. for the total Base Bid of \$29,028.35.

Mayor Miller introduced Resolution 4780(54) and opened it up for discussion. Bergles stated staff worked with Kapur & Associates to verify references with Property Services Maintenance as the City has never worked with their company before. Staff received great feedback from qualified references and feel confident in the company.

- 12. Topic:** Motion 16-829 to consider entering into a contract for planning and design services for the Burlington Community Pool project.

Mayor Miller introduced Motion 16-829 and explained that a total of four proposals were received by the City and after being reviewed by staff, three of the firms were selected to give presentations to a panel comprised of city staff members, Alderman, and Community Pool Board members. Upon completion of the interviews, Ayres and Associates received an equal number of votes and therefore recommends the Common Council approve to begin contract negotiations with Ayers and Associates.

Vos asked what phases of the project is being considered at tonight's meeting. Mayor stated Phases 1 – 4. Walters added that Common Council also has the discretion to approve or disapprove each phase via an escape clause in a written contract.

Vos inquired as to where the money would come from to move forward with Phase 1 and when a referendum would be introduced. Walters responded that \$50,000 has been approved and budgeted for the study and the money would come out of the general fund.

Mayor reminded council that tonight's request is only to give permission to begin contract negotiations with Ayers and Associates and this would come back to Council for further approval before any money is spent.

Schultz spoke about the Hoyt Pool presentation whereas that pool was nearly 100% community funded and received support through a grass roots initiative by the community and wasn't funded or driven by the city. Schultz further stated that he would like to see more community involvement/ownership here as well. Schultz feels a referendum is an easy way out and is concerned that if people aren't part of this process, the long term implication of not having ownership of the pool, reduces the chances of success. Schultz further stated that he will support moving forward with contract negotiations but hopes to see some real community ownership of this project and not simply a City funded plan and a referendum where people just vote yes or no.

Preusker agreed with Alderman Schultz and further added that there is still the question as to whom would own and share the responsibility of the pool moving forward and who is paying the annual operating costs and feels the pool wouldn't be failing right now if these issues were addressed a long time ago. Preusker also stated that it's important to have a clear vision of this ownership and financial responsibility in order to avoid having another potentially failed pool in the future.

Dawidziak also found the Hoyt Pool initiative to be an interesting project and thought it would be a good idea to start a process involving both private and public funding.

Grandi stated that the pool we have now is being held together by band aids and moving forward with a new pool will send a positive message to the community and that will help residents get behind this project.

Bjelajac stated that part of the study would determine who will take ownership and control of the pool. Walters added that all parameters will be considered and a meeting will be scheduled to obtain a clear direction in order move forward.

13. Adjourn

A motion was made by Vos with a second by Dawidziak to adjourn the meeting. With all in favor, the meeting adjourned at 8:05 p.m.

Minutes respectfully submitted by:

Diahnn C. Halbach
City Clerk
City of Burlington