



**CITY OF BURLINGTON**  
**Committee of the Whole Minutes**  
**Jeannie Hefty, Mayor**  
**Diahnn Halbach, City Clerk**  
**Tuesday, May 2, 2017**

*Prior to calling the meeting to order, Mayor Hefty commemorated John Ekes, Pat Hoffman, and Darrel Eisenhart for their years of service to the City of Burlington.*

**1. Call to Order/Roll Call**

Mayor Jeannie Hefty called the meeting to order at 6:38 p.m. starting with roll call. Aldermen present: Susan Kott, Ed Johnson, Bob Grandi, Ruth Dawidziak, Jon Schultz, Tom Preusker, and Todd Bauman. Absent: Tom Vos

Also present: City Administrator Carina Walters, City Attorney John Bjelajac, Finance Director Steve DeQuaker, Director of Administrative Services Megan Watkins, Police Chief Mark Anderson, Fire Chief Alan Babe, DPW Director Jim Bergles, Library Director Joe Davies and Building Inspector Gregory Guidry.

Student Representatives - Present: Gabriel King and Ryan Werner Excused: None.

**2. Citizens Comments and Questions**

There were none.

**3. Approval of Minutes from April 5, 2017**

A motion was made by Alderman Schultz with a second by Alderman Bauman to approve the minutes from April 5, 2017. With all in favor, the motion carried to approve the minutes.

**4. Topic: Discussion regarding property located at 256 W. State Street.**

This topic was tabled until May 16, 2017.

**5. Topic: Presentation by Margaret Gessner of Central Racine County Health Department regarding the 2017 Annual Report, Health Department Community Health Assessment (CHA), and Community Health Improvement Plan.**

Margaret Gessner presented the highlights of 2016 and progress of their 5 year strategic initiative which includes: 1) achieving national public health accreditation, 2) enhancing external communication ad partnerships, 3) focusing workforce development on performance, 4) aligning organizational programs and services; and 5) assuring financial viability.

Alderman Schultz inquired about the medical collection efforts. Gessner responded that the County has been promoting drop boxes and drop sites and currently there are 13 drop sites in the County.

Student representative Ryan Werner asked if this information could be publicized throughout the schools in an effort to help keep drugs out of school. Gessner responded that she would gladly collaborate with the schools and help determine the best way to communicate this information.

6. **Topic: Presentation** by Blake Theisen of Ayres Associates to discuss the updated pool design and construction costs.

Walters gave a brief overview of what was discussed at a meeting prior to the Committee of the Whole, which included changes to the original plan presented in December

7. **Topic: Resolution 4843(1)** – to consider approving the Agreement between the City of Burlington and the Burlington Pool Corporation for the Daily Operations, Maintenance, and future Capital Improvements costs of the New Pool to be located in Devor Park.

Attorney Bjelajac reviewed the draft agreement and said it was a win-win for both the City and the Pool Board.

Alderman Schultz asked for clarification as to whom would be paying for utilities. Bjelajac responded that the Pool Corp. would pay for utilities during the open pool season and the City would take over payments in the off-season. Schultz suggested the billing be set-up in the City's name and seek reimbursement from the Pool Corp. rather than switching accounts back and forth.

8. **Topic: Resolution 4831(50)** – to consider approving the acceptance of an Offer to Sell real property to Burlington Core Upgrades II, LLC for the properties formerly known as 261 E. Chestnut and 249 E. Chestnut..

Attorney Bjelajac reviewed the agreement and reminded everyone that this item was previously discussed at the April 5 Committee of the Whole meeting but was before them again because it was not approved by Council prior to the Organization meeting. Due to there being a new Council, this item must come before the Committee of the Whole once again before Council can approve.

9. **Topic: Resolution 4844(2)** – to consider approving Task Order Number 102, with Kapur & Associates, regarding Engineering Services for the Restroom Facility Replacement at the Congress Street Ball Diamond for the not-to-exceed amount of \$15,118.

Jim Bergles explained that these restrooms were seriously dilapidated and does not meet ADA requirements.

Alderman Johnson thought \$15,000 was a little excessive for a bathroom. Tom Foht from Kapur, responded that the bathrooms are being completely rebuilt and moved closer to the sidewalks so that it can be easily accessed by wheelchairs if necessary.

10. **Topic: Resolution 4845(3)** – to consider approving the purchase of a “Class B” Liquor License from the Town of Burlington in the amount of \$12,500.

Walters explained that the Town of Burlington has offered to sell the City of Burlington one of their Class B Reserve Liquor licenses in the amount of \$12,500 and with the condition that the license be issued to a qualifying new business only and upon Council approval.

- 11. Topic: Resolution 4846(4)** – to consider approving the purchase of two (2) new ImageCast Evolution (ICE) voting machines in the total amount of \$19,200.

Mayor Hefty introduced Resolution 4846(4). There was no discussion.

- 12. Topic: Resolution 4847(5)** – to consider approving an Extraterritorial Zoning (ETZ) Certified Survey Map (CSM) for property located at 30561 Bushnell Road, in the Town of Burlington..

Gregory Guidry explained that as part of the City’s Extraterritorial Plat Approval Jurisdiction Area with the Town of Burlington, which includes an area within 1.5 miles of the City, all divisions and subdivision of land shall be reviewed by the Plan Commission and Common Council. Guidry further stated that the Town of Burlington Planning and Zoning Committee approved this CSM a their April 13, 2017 meeting.

- 13. Topic: Resolution 4848(6)** – to consider approving a two-year contract for part-time building inspection services with Municipal Services, Inc.

Guidry explained that the contract with Municipal Services had expired and this is simply a renewal and that no changes, other than the dates, were made.

- 14. Topic: Resolution 4849(7)** – to consider approving a resolution awarding the sale of \$8,220,000 General Obligation Corporate Purpose Bonds, Series 2017A.

- 15. Topic: Resolution 4850(8)** – to consider approving a resolution authorizing the issuance and sale of \$1,660,000 Sewerage System Revenue Bonds, Series 2017B of the City of Burlington, Racine and Walworth counties, Wisconsin, and providing for the payment of the bonds and other details with respect to the bonds.

Steve DeQuaker referred to both Resolutions 4849(7) and 4850(8), stating this is the next step in the 2017 Financial Management Plan and introduced Jon Cameron, of Ehlers, to further review the bond reports. DeQuaker also stated that the City of Burlington has been able to uphold its Double A- rating.

Cameron explained that both bonds came in at a lower amount, which will save the City approximately \$260,324. The General Obligation Bonds came in at \$7.99 million instead of the \$8.22 million and the Sewerage System Revenue Bonds came in at \$1.61 million instead of the projected \$1.66 million.

- 16. Topic: Ordinance 2024(1)** – to consider a rezone for property located at 317 McHenry Street from B-3, Neighborhood Professional Office to Rs-3, Single-Family Residential.

Guidry explained that this property is across from the hospital and the new owners would like to have this property rezoned as residential as they intend to use this property as a single-family home.

- 17. Topic: Motion 17-872** – to consider approving an Airport Hangar Lease with Milo Meak Properties, LLC for 1532 Taxiway at the City of Burlington’s Municipal Airport.

Mayor Hefty introduced Motion 17-872. There was no discussion.

- 18. Adjourn**

A motion was made by Alderman Preusker with a second by Alderman Johnson to adjourn the meeting. With all in favor, the meeting adjourned at 7:27 p.m.

Minutes respectfully submitted by:

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Diahnn C. Halbach  
City Clerk  
City of Burlington