



CITY OF BURLINGTON

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CITY OF BURLINGTON
Committee of the Whole Minutes
Jeannie Hefty, Mayor
Diahnn Halbach, City Clerk
Tuesday, August 1, 2017

1. **Call to Order - Roll Call**

Mayor Jeannie Hefty called the meeting to order at 6:30 p.m. starting with roll call. Aldermen present: Susan Kott, Ed Johnson, Bob Grandi, Ruth Dawidziak, Tom Vos, Jon Schultz, Tom Preusker, and Todd Bauman. Excused: None.

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, Building Inspector Gregory Guidry.

2. **Citizen Comments**

There were none.

3. **Approval of Minutes**

A. **Approval of the July 18, 2017 Committee of the Whole Meeting Minutes**

A motion was made by Alderman Dawidziak, with a second by Alderman Bauman to approve the July 18, 2017 Committee of the Whole meeting minutes. With all in favor, the motion carried.

4. **DISCUSSION:**

A. A discussion regarding a Downtown Strategic Initiative Update from the Racine County Economic Development Committee (RCEDC).

Mayor Hefty introduced Jenny Trick, Executive Director for the RCEDC. Trick provided an update regarding the Burlington's Downtown Revitalization Plan, which included four Downtown Committees (Design, Economic Vitality, Planning and Organization, and Promotions). Trick reviewed each groups goals, action items and measurable outcomes.

B. An update regarding the Burlington Flood.

Walters stated that FEMA arrived today and would be in the area for the next 2-3 days. Walters said there were two teams; one team to assess homeowners damages and the other to spend time with City staff to go over all the reports and documentation and review property assessment damage. Walters stated that preliminary estimates for damage to city infrastructure is about \$1.6 million, which does not include the Echo Dam assessment, which is scheduled to be completed on Thursday. Walters further stated that, in regards to insurance, the City has a \$1,000 deductible with \$100,000 of coverage, which creates a shortfall, of which Council will need to determine how those dollars will be allocated and where the money will come from. Walters stated that two possible choices would be the General Fund, however, it only has \$350,000 in it, or Bonding. Walters further stated that we won't know exact dollar amounts until FEMA completes their study and determines whether or not the City will qualify for assistance, which could be 2-3 weeks before we hear anything.

Alderman Vos suggested that due to all the damaged equipment located in the police department basement, the City should come up with a plan to prevent this kind of damage from ever happening again. Walters responded that preventive measures are already being considered and equipment will not be placed back in the basement and is temporarily located at City Hall, however, idealistically it would be best to keep infrastructure at the police department and areas are currently being identified for this purpose.

Alderman Schultz confirmed that the \$1.6 million was damage to City infrastructure, such as parks, equipment, and buildings. Schultz then asked what is the FEMA threshold for assistance. Walters responded that it was her understanding that \$8 million was the countywide threshold and also stated that we are still waiting for totals from personal damages to homeowners and hopes to have that information in 2-3 weeks.

Alderman Schultz then asked, if we do qualify for FEMA, how is that distributed and how is it determined who gets what when. Walters responded that she is waiting for more information and is unable to answer that question at this time.

Alderman Bauman inquired as to why the City only had \$100,000 of coverage. DeQuaker explained that City Hall and the Police Department are not in the flood zone, therefore was not required to carry flood insurance. The City does have sewer/water back up coverage which was added several years ago for \$100,000 that will cover a portion of the damage, however, the City's General Liability coverage of \$10 million won't cover the remaining damage caused as a result of the flood.

Alderman Schultz stated that the flood extended well beyond the flood plain and inquired if these lines would need to be re-drawn. Walters responded that conversation has not yet happened but imagines this will be discussed with the city engineers in the near future and will come back to council at a later date with more information. Gregory Governatori, Kapur & Associates, stated that the DNR did come out and mark the high water elevations and was surveyed. That data will be used to remodel the storm, however, it's not yet determined if this will be incorporated into the FEMA maps, but will take the information into account.

Alderman Preusker inquired about redundancy for emergency response and if there will be a plan put into place for that. Walters responded this will be discussed during the budget workshops this year, primarily focusing on an Emergency Operations Center.

Alderman Vos asked what happens if the City doesn't qualify for FEMA. Walters responded that Steve DeQuaker has already had conversations with Ehlers in regards to possible bonding; however the bonding process could take 3-4 months and there are things that won't be able to wait that long to replace. Vos asked if there was sufficient capacity in the General Fund to take care of these items. DeQuaker responded that the cash flow isn't available but they are working on a short term solution such as a ten or twenty year bond, but much depends on what happens in the next two weeks.

Alderman Grandi asked if the FEMA decision is a yes or no decision. DeQuaker responded that it's his understanding that they will either do the declaration or they won't; however, it's a county wide declaration. Walters asked DeQuaker if there would be other avenues of assistance if they City doesn't qualify for FEMA. DeQuaker responded that there are some additional opportunities with lower limit expenditures such as a Wisconsin Disaster Relief fund, and SBA for small business loans, and these will be brought forward once FEMA makes their determination.

Alderman Vos stated that if the City does have to Bond, it will affect taxes and the public should be made aware of this.

Alderman Schultz stated that the Burlington Community Fund is offering up to \$10,000 grants for those that qualify and suggested spreading the word to those in need to apply. Megan Watkins added

that this information is on both the City website and Facebook page.

C. An update regarding a Lease Agreement with the Senior Center for the 587 E. State Street property.

Walters stated that the City has officially purchased the Knights of Columbus building and the Senior Center Board has agreed to a long term lease agreement and that Attorney Bjelajac will be drafting a lease agreement stating the terms and conditions, which will be brought forth to Council in the near future.

D. A discussion regarding consolidated dispatch.

Walters explained that due to the flood, City's infrastructure sustained irreparable damage, creating the need to have County take over the City's dispatching and 911 calls, while the equipment is inoperable. Walters stated that damages are estimated to be about \$250,000 to get the dispatch center up and running again and is presenting to Council whether or not staff should pursue the idea of permanent consolidated dispatch with Racine County. Walters then introduced MT Boyle, Chief of Staff for Racine County Executive Jonathan Delagrave, who gave a quick outline about how joint dispatch works, what it is, and how to bring Burlington dispatch to County. Boyle then introduced Jackie Bratz Director of the Racine County Dispatch and 911 Center. Bratz explained how the center works, which dispatches for the entire County of Racine, except for the City of Burlington, but has the capacity to handle Burlington as well.

Bratz stated that preliminary costs are estimated to be about \$190,000 to \$195,000 annually, which was based on the 2015 Census, but could change depending on negotiations, discussions, and input from the other communities who are already members of the joint-party dispatch. Boyle clarified that this cost is very preliminary and would be paid annually for the next 5 years, and then in years 6-11, costs would decrease by 10%, and then by the year 2029 the County will be taking over all dispatch costs and will be placed on the County levy, which the City would then no longer have to budget for. Boyle further stated that the County doesn't make any money with their communications. Boyle further stated that if Burlington would join the joint-party dispatch, it would actually help lower the annual costs to the other members as part of the contract. Bratz added that they would also be able to support a dedicated radio channel for the City, but that would also be subject to negotiations with the other parties.

Alderman Bauman inquired as to any increases to the annual cost that could be incurred if the City decided not to do this right away. Boyle responded that would not happen, however, final costs will ultimately be determined through negotiations and input from the other members already involved in the program.

Peter Kinzelman, Radio Technician for Racine County, explained the extent of damage to the equipment located at the Burlington Police Department stating that the dispatch equipment that connects to the radio systems was damaged in the flood, but the Burlington Police Department's P25 radio system, which was installed in a cooperative effort with the police department in approximately 2013, was moved to the County building out of the Origin Street tank, making it possible for Racine County to dispatch for Burlington through that system.

Chief Anderson stated that Burlington Dispatch is close to his heart and spoke of his concerns regarding the possible need to hire an additional police officer and not having 24/7/365 access to the police department. Anderson also spoke of his concern for the five full-time dispatchers and reiterated that these workers do far more than just dispatch and have years of quality, experience and knowledge that the City would stand to lose and that they are an integral part of the police services that is provided for the City of Burlington. Anderson further stated that between both the 911 calls that get transferred and the land line calls to 911, the police department fields about 2,000 calls per year; in addition, officer initiated calls and officer assigned calls average between 14,000-18,000 per year. Anderson listed six things that need to be taken into account, which includes the possibility of the police station doors being closed "after hours", ensuring emergency services to the public in a timely

fashion, manning the lock-up facility, increased overtime for processing bookings, and the need to still hire for clerical duties and add an additional police officer. Chief Anderson also stated that the knowledge these dispatchers have of the Burlington area needs to be considered as well, because somebody who isn't from this area isn't familiar with old landmarks or descriptions of properties, which could hinder response times.

Mayor Hefty also spoke on behalf of the Burlington dispatch and commended them for the great work they do. Mayor said this topic was brought up years ago when she was first Mayor and she fought for dispatch to stay in the City of Burlington because that's what the community wanted. Mayor stated that because of the flood, this is being brought forward again and the City needs to carefully look at what they are going to lose if it decides to go to the County. Mayor further stated that the City of Burlington is very fortunate to have its own dispatch center with a competent staff of dispatchers who make a difference in emergency calls and works as a team.

Mike Dawson, 7775 Lake View Drive, Burlington - suggested that the Council and staff visit the Racine County Dispatch Center to see where the money would go and how exactly it would work and offered to personally set up the appointments.

Brian Zwiebel, EMS Chief, 536 Tower Street, Burlington - stated that the City dispatchers are vital to the City, but they are limited in numbers whereas County is better equipped to handle multiple calls and can help them out in an immediate call and Council to possibly consider sending Fire and Rescue calls to County dispatch.

Bill McCourt, Deputy Fire Chief, 241 Edwards Street, Burlington - commented that Council needs to do what's best for the City and put emotions aside. McCourt also felt County dispatch would speed up response times for fire and rescue.

Alderman Vos stated that the pros and cons really need to be weighed out and commended Chief Anderson for his comments regarding the city dispatchers and reminding him of all the duties that the dispatchers are responsible for. Vos also mentioned the convenience of the PD being accessible at all hours.

Alderman Dawidziak said the City needs to do due diligence to justify the costs but also felt the police department needs to be accessible 24/7 and feels there is value in having someone available at the police department, especially those who know Burlington so well and can locate an area with little description. Dawidziak also gave an account of her own experience that involved her being able to access the police department late at night and wouldn't want someone else to experience closed doors at a time of need.

Alderman Grandi stated that he didn't want to see a decline in police services and all costs should be taken into account and that he is in favor of obtaining more information if that's all it is.

Alderman Kott stated that she feels residents would not be happy without City dispatch and inquired about a blended solution.

Kim Hardesty, Police Dept. Administrative Services Manager, stated that she has been with the police department for 34 years and more than just dollar amounts need to be considered, it's what they provide to the community and that it's vital to keep dispatch in Burlington. Hardesty also stated that there are equipment issues at the police department that could be corrected to better handle multiple calls, where as prior to the flood, if both radio channels came in at the same time, only one line can be answered and then the other can't be heard.

Lauri Gatto, dispatcher, stated that their main priority is dispatch and other job duties are taken care of during downtime. Gatto also stated that she believes response times for fire and rescue calls are good, however the equipment could be better. Gatto then gave an example as to why it's important to keep

dispatch in the City, as she had just received a call from County dispatch with an incorrect location, which could have gone bad, but because she knows the area, was able to pinpoint the situation, send an officer out and avoid something worse from happening.

Officer Bill Rice reiterated that City dispatch has a combined total of 80 years worth of experience with local knowledge and numbers can't be put on that.

Attorney Bjelajac advised staff, based on Council's direction, to gather more info and to bring this topic back for further review.

5. **RESOLUTIONS:** There were none.

6. **ORDINANCES:**

A. **Ordinance 2029(6)** - to create a new Section 315-95 of the Municipal Code regarding "Noise". Attorney Bjelajac explained the background and reviewed the zoning codes of other communities and as a result created a new section to the code that better coincided with other municipal noise ordinances.

B. **Ordinance 2030(7)** - to amend Section 219-3 of the Municipal Code regarding "Noise". Attorney Bjelajac stated that Section 219-3 needed to be amended so that it is consistent with the provisions of the newly drafted Section 315-95.

7. **MOTIONS:**

A. **Motion 17-879** to consider approving the 2016 Annual Audit. Pat Romenesko, Certified Public Accountant, reviewed the 2016 Annual Audit and provided his recommendations regarding financial statements, internal accounting control, and other operating matters for the City of Burlington. Romenesko first discussed the Infrastructure Fund Deficit Balance and the Self-Insurance Fund Deficit Balance. Romenesko said overall the audit went well and expects any negative fund balances to be eliminated due to the long-term financing plan the City has prepared.

8. **ADJOURNMENT**

A motion was made by Alderman Vos with a second by Alderman Preusker. With all in favor, the meeting was adjourned at 9:02 p.m.

Minutes respectfully submitted by:

Diahnn C. Halbach
City Clerk
City of Burlington