



**CITY OF BURLINGTON**  
**Committee of the Whole Minutes**  
**Jeannie Hefty, Mayor**  
**Diahnn Halbach, City Clerk**  
**Tuesday, September 19, 2017**

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

Mayor Jeannie Hefty called the meeting to order at 6:34 p.m. starting with Roll Call. Present: Susan Kott, Ed Johnson, Ruth Dawidziak, Tom Vos, Jon Schultz, and Tom Preusker. Excused: Bob Grandi and Todd Bauman.

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

2. **Citizen Comments:**

Sheila Barnhill, 300 Falcon Ridge, commented that she feels she hasn't been able to sell her property due to a sex offender living behind her and perceives that her property has become devalued because of this. Attorney Bjelajac stated the two of them could talk privately and would look further into this with her.

3. **Approval of Minutes**

A motion was made by Alderman Kott with a second by Alderman Johnson to approve the September 5, 2017 Committee of the Whole meeting minutes. With all in favor, the motion carried.

4. **DISCUSSION**

A. A discussion item presented by Kenneth Herdeman, President, Ehlers Investment Partners.

Herdeman reviewed the City's investment portfolio, strategy, structure and performance, along with the City's investment objectives of safety, liquidity and yield. Herdeman stated that the City's portfolio was last reviewed and updated in 2008, and recommended the City revise it's investment portfolio to include language that would require a review at least every three years. Herdeman stated that safety equals risk, and although there are no "riskless" investments, the City's investments carry a high degree of safety and have minimal credit risk in which issuers are able to pay principal and interest when due.

Herdeman then explained the City's liquidity risk and market risk and feels the City could improve its overall yield by investing in maturities with longer maturities. Herdeman also stated that the City would benefit from a laddered portfolio structure, with an average weighted maturity not to exceed three years, which will allow for taking advantage of rising interest rates as maturing investments will be reinvested at higher rates and falling rates will not have a significant impact on overall portfolio performance.

Alderman Johnson asked if any monies coming due in the next year would be reinvested for a three-year period. Herdeman responded that city staff and Ehlers have reviewed cash flow needs, along with unexpected expenditures, and will base that decision on the City's financial needs at that

time.

Alderman Schultz stated that on a 1% return, the City makes about \$18,000 per year from its investments of \$1.8 million and asked what Ehlers fees are to manage the City's portfolio. Herdeman responded that the City's actual gross return is closer to \$120,000 and the average for Ehlers fees comes to about .18%.

7. **RESOLUTIONS:**

- A. **Resolution 4864(22)** - to approve wage increases for Chief Inspectors from \$8.75 to \$11.00 per hour and Election Inspectors from \$7.25 to \$9.00 per hour.

Mayor Hefty tabled Resolution 4864(22) until the October 3, 2017 Committee of the Whole meeting, as City Clerk, Diahnn Halbach was not in attendance and would otherwise be presenting.

8. **ORDINANCES:** There were none.

9. **MOTIONS:**

- A. **Motion 17-881** - to approve a Disaster Damage Aid Petition to the Wisconsin Department of Transportation for partial reimbursement of street damage to 616 Madison Street (address approximate) for sinkhole repair.

Steve DeQuaker explained that the Wisconsin Department of Transportation (WisDOT) has a disaster fund called Disaster Damage Aid (DDA) to help alleviate costs of major road work caused by disasters, in which 75% of allowed/recognized expenses can be refunded, along with 50% of mitigation of future occurrences. DeQuaker further explained that the damage which occurred on Madison Street would qualify for this fund, however, the petition must have Council approval and be submitted within 60 days of the end of the Emergency Event, which would have been August 20, but was waved due to the long process. DeQuaker also stated that there may be other areas of damage around the City that would also qualify for funding, such as the bridges.

Alderman Vos asked if the \$100,000 was included in the \$1.8 million of total damage throughout the City and what would happen in the worst case scenario if the City doesn't qualify for this relief. DeQuaker responded that the amount was included in the overall total and that if the sinkhole damage doesn't qualify, then the Wisconsin Disaster Fund also covers road repairs, but only has a 70% reimbursement.

Vos then asked what is the response timeframe for the DOT to respond with funding so that contractors can get paid in a timely manner. DeQuaker responded that the City is currently paying bills out of the Disaster Fund Allocation account through the Administration Department and has been working with Ehlers to determine possible options, which may include financing or possibly liquidating. DeQuaker stated that this information should be available in October.

10. **ADJOURNMENT**

A motion was made by Alderman Johnson with a second by Alderman Dawidziak to adjourn the meeting. With all in favor, the meeting adjourned at 7:02 p.m.

Minutes respectfully submitted by:  
Diahnn C. Halbach  
City Clerk, City of Burlington