



CITY OF BURLINGTON

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CITY OF BURLINGTON
Committee of the Whole Minutes
Jeannie Hefty, Mayor
Diahnn Halbach, City Clerk
Tuesday, October 17, 2017

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

Mayor Jeannie Hefty called the Common Council meeting to order on Tuesday, October 17, 2017 at 6:30 p.m. starting with Roll Call. Present: Susan Kott, Ed Johnson, Bob Grandi, Ruth Dawidziak, Jon Schultz, Tom Preusker, Todd Bauman. Excused: Tom Vos

Also present: City Administrator Carina Walters, City Attorney John Bjelajac, Director of Administrative Services Megan Watkins, Director of Finance Steve DeQuaker, Police Chief Mark Anderson, Fire Chief Alan Babe, Building Inspector Gregory Guidry, and Tom Foht of Kapur & Associates.

Prior to the meeting, Administrator Walters introduced Peter Riggs to staff and Council as the new Department of Public Works Director.

2. **Citizen Comments** - There were none.

3. **Approval of Minutes**

A motion was made by Alderman Bauman with a second by Alderman Kott to approve the October 3, 2017 Committee of the Whole minutes. With all in favor, the motion carried.

4. **RESOLUTIONS:**

A. **Resolution 4864(22)** - to consider approving a Four Year Contract for Assessor Services with Accurate Appraisal in the Amount of \$151,200.

Mayor Hefty gave a first reading of Resolution 4864(22). DeQuaker then reviewed the proposed four year agreement with Accurate Appraisal, stating that staff recommends option two which is a reduction in budgetary dollars for assessor services of \$7,700 over the priors years contract. There was no further discussion.

B. **Resolution 4865(23)** - Resolution Providing for the Sale of Approximately \$1,495,000 General Obligation Promissory Notes.

Mayor Hefty gave a first reading of Resolution 4865(23). DeQuaker then explained that total costs for infrastructure damage from the July 2017 flood is estimated to be about 1.8 million dollars, of which \$105,000 was covered by insurance and another \$183,000 was submitted to Disaster Funds that could reimburse 70-75% of damages and that Ehlers was contacted to help the City finance the repair and replacement of the remaining uncovered damages.

James Mann, Ehlers Inc., then explained the two different options for Council to consider. Mann stated that there isn't a huge cost difference between the two options. Mann further stated that depending which option the City chooses, the first option would cost more upfront but less in total interest over the course of 10 years, while the other option would require less of a payment upfront, but more in interest over the course of 10 years. The first option, based on Level Principal, would cost about \$12,000 less than the second option, which is based on Level Debit Service. Mann suggested that the City procure a General Obligation Promissory Note in the amount of \$1,495,000 to pay for damages, based on Level Principal, to minimize the overall cost of the Note over the life of the loan.

Grandi asked how this would affect taxes along with the impact of the pool. Mann responded that the additional cost to tax payers for the first option would be about 24 cents per \$1000 and 17 cents per \$1000 for the second option, over the course of 10 years.

- C. **Resolution 4866(24)** - to consider approving the award of bid for two new patrol vehicles for the City of Burlington Police Department to Miller Motors for the amount of \$29,957 each, plus set-up fees.

Mayor Hefty introduced Resolution 4866(24). Chief Anderson reviewed the history of the current vehicles and stated the two new vehicles will replace two 2013 Ford Police Interceptor Utility AWD vehicles with 82,514 and 91,169 miles and will need major repairs if they were to be kept for an extended period of time. Anderson further stated that these vehicles were budgeted for in the 2017 Police Department Equipment Replacement Fund and is below the budgeted amount of the \$37,000 per unit.

Alderman Dawidziak asked how many miles are typically on a police vehicle before trading in. Anderson responded that 90,000 miles is the average before major maintenance issues begin to become a concern.

Alderman Johnson asked what the set-up costs would be. Anderson replied that existing equipment on the current vehicles is in good condition and should be able to use on the new vehicles.

- D. **Resolution 4867(25)** - to reject all bids for the Lewis Street Wall Project.

Mayor Hefty introduced Resolution 4867(25). Walters then reviewed the history and background of the project, stating that the project was only budgeted for \$250,000 and the lowest bid received was \$363,200, which is \$113,200 over budget. Walters further stated that additional options, such as a decorative fence, was added to the scope of work after the projected was already budgeted for, and it's possible that some of these extra options will need to be eliminated in order to reduce costs. Tom Foht, Kapur and Associates, also explained that this project was budgeted last year and there have been cost increases since then, plus it's a busy time of the season, which also added to the overall cost.

Alderman Preusker asked if it was necessary to re-bid and if it was possible to just move forward with the project based on the changes. Walters responded that it's important to keep the process "clean" and that proper procedures would be to reject the bids, refine the scope, and re-bid the project.

5. **ORDINANCES:** There were none.

6. **MOTIONS:**

- A. **Motion 17-884** - to approve an Amended Contract for Joint Dispatch Services between Racine County the Village of Caledonia, Village of Mount Pleasant, Village of Sturtevant and the City of Burlington.

Mayor Hefty introduced Motion 17-884. Attorney Bjelajac explained that the original contract has been amended to include the City of Burlington and that the other municipalities must also approve the contract, and if all is approved, anticipates January 1, 2018 to be the start date.

Alderman Dawidziak asked what the plans are for the current City dispatchers. Walters replied that the County will have their first reading of the contract at their November 7, 2017 meeting and approved mid-November. Walters stated that a Closed Session would be scheduled for an upcoming Council Meeting to discuss the personnel aspect and that all transitions should be completed by January 1, 2018.

Chief Anderson stated they are moving forward to secure quotes from vendors for camera security equipment in order ensure a Safe Room is in place by January 1. Anderson then explained the timeline for the hiring of two additional officers, as well as a replacement for Officer Fischer who will be retiring at the end of the year. Alderman Schultz asked that the plans for the Safe Room be brought to Council early for their review.

7. **ADJOURNMENT**

A motion was made by Alderman Kott with a second by Alderman Preusker to adjourn the meeting. With all in favor, the meeting adjourned at 7:16 p.m.

Minutes respectfully submitted by:

Diahnn C. Halbach
City Clerk
City of Burlington