



CITY OF BURLINGTON  
Common Council Minutes  
Jeannie Hefty, Mayor  
Diahnn Halbach, City Clerk  
Tuesday, December 5, 2017

1. *\*Prior to calling the Common Council meeting to order, Council President Schultz announced that he would retain his right to vote.*

**Call to Order / Roll Call**

Council President Jon Schultz called the meeting of the Common Council to Order on Tuesday, December 5, 2017 at 7:24 p.m. starting with Roll Call. Present: Kott, Johnson, Grandi, Dawidziak, Schultz, Preusker, Bauman. Excused: Mayor Hefty, Vos.

Student Representatives Present: Gabriel King, Jack Schoepke. Excused: None.

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, DPW Director Peter Riggs, Building Inspector Gregory Guidry, and Library Director Joe Davies. Also in attendance: Tom Foht, Kapur and Associates.

2. **Pledge of Allegiance**

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

4. **Chamber of Commerce Representative and Rescue Squad Representative** - There were none.

5. **Approval of Minutes**

A motion was made by Alderman Bauman with a second by Alderman Johnson to approve the November 21, 2017 Common Council meeting minutes. With all in favor, the motion carried.

6. **Letters and Communications** - There were none.

7. **Reports by Aldermanic Representatives and Department Heads**

Steve DeQuaker reported that Patrick Romenesko would not be returning as the City's auditor due to a transition within his business. Dequaker stated that he was planning to send out RFP's to hire a new auditor; however that process could take a couple of months, which would prolong the completion of the audit. DeQuaker stated that Romenesko recommended a firm and asked Council if they would approve not doing the RFP for the 2017 audit due to timing but continue the RFP process for 2018. Council agreed unanimously to use the recommended firm. Attorney Bjelajac requested a written contract be submitted for approval by Council at a future meeting.

Megan Watkins reminded everyone that the 2nd Annual Ice Festival is scheduled for December 16, 2017 and that there are 15 sculptors and 38 sponsors.

8. **Reports**

A motion was made Alderman Kott with a second by Alderman Bauman to approve Reports 1-6. With all in favor, the motion carried.

9. **Payment of Prepays and Vouchers**

A motion was made by Alderman Johnson with a second by Alderman Kott to approve Prepays and Vouchers as presented. Roll Call - Aye: Johnson, Grandi, Dawidziak, Schultz, Preusker, Bauman. Nay: None. The motion carried 7-0.

10. **Licenses and Permits**

A motion was made by Alderman Grandi with a second by Alderman Preusker to approve Licenses and Permits as presented. With all in favor, the motion carried.

11. **Appointments and Nominations**

A motion was made by Alderman Dawdziak with a second by Alderman Bauman to approve the Appointments of Election Inspectors for a two year term beginning January 1, 2018 and ending December 31, 2019. With all in favor, the motion carried.

12. **PUBLIC HEARING:** There was none.

13. **RESOLUTIONS:**

- A. **Resolution 4870(28)** - 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.

A motion was made by Alderman Schultz with a second by Alderman Dawdziak to approve Resolution 4870(28). Roll Call - Aye: Schultz, Preusker, Bauman, Kott, Johnson, Grandi, Dawdziak. Motion carried 7-0.

- B. **Resolution 4872(30)** - to consider adoption of the 2018 Annual Budget for the City of Burlington.

A motion was made by Alderman Preusker with a second by Alderman Johnson to approve Resolution 4872(30). Roll Call - Aye: Preusker, Bauman, Kott, Johnson, Grandi, Dawdziak, Schultz. Motion carried 7-0.

14. **ORDINANCES:** There were none.

15. **MOTIONS:**

- A. **Motion 17-882** - to consider approving a Downtown Historic District Façade Improvement Grant Policy.

A motion was made by Alderman Preusker with a second by Alderman Kott to approve Motion 17-882. Alderman Schultz asked for clarification in regards to the maximum lifetime cap of \$15,000 and whether that applied to each facade or the property. Watkins replied that the cap applies to the property. There was no more discussion. With all in favor, the motion carried.

16. **ADJOURN INTO CLOSED SESSION**

A motion was made by Alderman Bauman with a second by Alderman Grandi to Adjourn into Closed Session. Roll Call - Aye: Bauman, Kott, Johnson, Grandi, Dawdziak, Schultz, Preusker. The motion carried 7-0 and adjourned into closed session at 7:37 p.m.

**Wis. Stats 19.85(1)(e)** Deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session; and, **Wis. Stats 19.85(1)(c)** Considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility.

- To consider employment and compensation of specific Police Department dispatch employees.

17. **RECONVENE INTO OPEN SESSION**

A motion was made by Alderman Kott with a second by Alderman Bauman to Reconvene into Open Session. With all in favor, the meeting reconvened at 8:01 p.m.

18. **ACT ON ITEMS FROM CLOSED SESSION IF NECESSARY**

Consideration and possible action on recommendation for matters discussed in Closed Session by the Common Council.

There was no action.

19. **ADJOURNMENT**

A motion was made by Alderman Johnson with a second by Alderman Preusker to adjourn. With all in favor, the meeting adjourned at 8:01 p.m.

Minutes respectfully submitted by:

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Diahnn C. Halbach  
City Clerk  
City of Burlington