



CITY OF BURLINGTON

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CITY OF BURLINGTON
Committee of the Whole Minutes
Jeannie Hefty, Mayor
Diahnn Halbach, City Clerk
Tuesday, May 1, 2018

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

Mayor Hefty called the Committee of the Whole meeting to order on May 1, 2018 at 6:31 p.m. starting with roll call. Present: Mayor Hefty, Susan Kott, Theresa Meyer, Ryan Heft, Steve Rauch, Jon Schultz, Todd Bauman. Excused: Bob Grandi, Tom Preusker.

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, Building Inspector Gregory Guidry, DPW Director Peter Riggs, and Library Director Joe Davies.

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

3. **Approval of Minutes**

A motion was made by Alderman Kott with a second by Alderman Rauch to approve the April 4, 2017 Committee of the Whole Meeting Minutes. With all in favor, the motion carried.

4. **PRESENTATION:**

Assembly Speaker, Robin Vos, provided a legislative update focusing on Foxconn, road improvements, freeway expansion, and the SEWRPC Flood Grant Program.

5. **RESOLUTIONS:**

- A. **Resolution 4899(1)** - to approve an Engagement Letter with Sitzberger & Company, S.C. for the Final Audit of the Environmental Remediation Tax Increment District 01 for the Not-To-Exceed Amount of \$2,500.

Steve DeQuaker reviewed the final step necessary to close ER TID 1, which requires a final audit to be done within six months of the close date, or by September 20, 2018.

- B. **Resolution 4900(2)** - to approve an Engagement Letter with Sitzberger & Company, S.C. for the Final Audit of Tax Increment District 03 for the Not-To-Exceed Amount of \$4,500.

Steve DeQuaker reviewed the final step necessary to close TID 3, which requires a final audit to be done within six months of the close date, or by September 20, 2018.

- C. **Resolution 4901(3)** - approval of the Final Resolution to exercise Special Assessment power regarding the 2018 sidewalk reconstruction project at various locations.

Peter Riggs explained that this resolution is the final step in the special assessment process for sidewalk reconstruction associated with the 2018 Sidewalk Reconstruction Project.

Alderman Bauman inquired as to how which sidewalks are chosen for repair. Riggs replied that most are done on a per request basis, however, other sidewalks may also be included depending on its state of disrepair.

- D. **Resolution 4902(4)** - to approve an Award of Bid for the 2018 Street and Sidewalk Improvement Program to Stark Pavement Corp for the Base Bid of \$998,877.90.

Peter Riggs reviewed the bid opening for the 2018 Street and Sidewalk Improvement Program in which three bids were opened. Riggs stated that Stark Pavement was the lowest and most responsive bidder and recommended that the bid award go to Stark Pavement.

Alderman Schultz inquired as to whether or not residents are allowed to piggyback off a City project and benefit from the savings. Attorney Bjelajac responded that he felt this would be problematic as it's public money, not private money, that funds the project. Alderman Rauch stated that typically a resident would contact the contractor directly and work something out between them.

- E. **Resolution 4903(5)** - to authorize an Intergovernmental Agreement Between the City of Burlington and the Town of Burlington for Asphalt Paving Services on Teut Road.

Peter Riggs explained that the conditions on Teut Road from Milwaukee Avenue to the City limits are deteriorated and is in need of maintenance; however, it's unique in that Teut Road falls under the maintenance jurisdiction of both the City and Town of Burlington, in equal measure. Riggs stated that it would be ineffective and costly for the City to pave only their portion of the road; therefore, the City and Town sought to cooperatively fund a paving project to address the entirety of the road as one project.

Alderman Schultz inquired as to how the project would be paid. Riggs responded that the City bid and will pay for the project and the Town will reimburse the City.

- F. **Resolution 4904(6)** - to approve the Purchase of a New 2018 GMC Sierra 3500HD 4WD Double Cab from Lynch Truck Center for \$32,340.00 and Service Body and Other Outfitting from K&M Welding & Fabrication for \$33,521.75.

Peter Riggs explained that the current 2007 GMC 2500 service truck utilized by the Water Utility has reached its 10 year expected life and is due for replacement. Riggs stated that several quotes were received and the GMC Sierra 3500 was the lowest quote. Riggs also stated that historically, all City of Burlington fleet has been painted with custom color "wheatland yellow"; however since all trucks in stock are white, an after market repainting would cost an additional \$4,200. Riggs recommended keeping the truck white and eventually switching to white vehicles for future replacements and purchases.

Alderman Bauman asked what the trade-in value is for the current 2007 truck. Riggs responded that it would be brought to auction and expects to receive \$6,500 or higher.

6. **ORDINANCES:**

- A. **Ordinance 2035(1)** - to approve annexing territory located at 6320 South Pine Street (51-002-02-19-09-002-000) to the City of Burlington, Racine County, Wisconsin.

Carina Walters reviewed the background history explaining that Craig Faust had submitted a petition for direct annexation for this parcel of property in order to have municipal water and sewer and intends to use the eastern portion of the property as commercial and light industrial, and the western portion of the property as residential/primary corridor. Walters stated that the passage of this ordinance is the final step in the annexation process.

Alderman Rauch asked if the City would receive any tax revenue from this annexation. Walters responded that according to state statute, the Town of Burlington would receive the tax revenue for the next five years. Alderman Schultz asked if the Town receives the entire tax base as it is now or as improved. Walters responded that they would receive revenues based on current value, not improved value.

7. **MOTIONS:**

- A. **Motion 18-897** - to approve a Lease Agreement between the City of Burlington and the Burlington Senior Center, Inc.

Walters explained that this Senior Lease Agreement has been in the works for the past 6-7 months and with direction from Council, staff and the City Attorney have drafted a mutually beneficial lease for both parties that allows the Senior Center to not pay rent for calendar year 2018; however, the annual lease amount will be revisited in October 2018 for possible monthly payments to begin in January 2019. Walters further stated that this agreement would allow the organization to grow financially and become self-sufficient.

Alderman Schultz stated he was not present at the closed session meeting where this information was discussed and expressed his dissatisfaction with this agreement, stating he is against the seniors not paying any rent for 2018. Walters responded that the seniors have every interest in being successful with running the senior center and allowing them a little extra time to generate revenue without the worry of also having to pay rent, will help them to better generate revenue streams in order to obtain that success.

Alderman Heft asked who pays for the senior center's utilities and maintenance. Walters responded that the seniors pay for a portion of utilities and minor maintenance, however the City has agreed to perform basic tasks such as lawn mowing and snow removal.

Alderman Rauch inquired if there were any concerns about adding another property to the DPW's maintenance schedule. Attorney Bjelajac assured Council that these tasks would be performed within a schedule and they City's main infrastructure would remain top priority, whereas the Senior Center would be tended to as time allows.

8. **ADJOURNMENT**

A motion was made by Alderman Schultz with a second by Alderman Kott. With all in favor, the meeting adjourned at 7:19 p.m.

Minutes respectfully submitted by:

Diahnn C. Halbach
City Clerk
City of Burlington