



City Clerk
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CITY OF BURLINGTON
Committee of the Whole Minutes
Jeannie Hefty, Mayor
Diahnn Halbach, City Clerk
Tuesday, August 7, 2018

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

Mayor Jeannie Hefty called the meeting of the Common Council to order at 6:30 p.m. starting with roll call. Present: Mayor Hefty, Susan Kott, Theresa Meyer, Ryan Heft, Steve Rauch, Jon Schultz, Tom Preusker, Todd Bauman. Excused: Bob Grandi

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

Also present: City Administrator Carina Walters, City Attorney John Bjelajac, Director of Administrative Services Megan Watkins, Finance Director Steve DeQuaker, Director of Public Works Peter Riggs, Building Inspector Gregory Guidry, Sergeant Robert Jones.

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

3. **Approval of Minutes**

A motion was made by Alderman Heft with a second by Alderman Rauch to approve the July 17, 2018 Committee of the Whole meeting minutes. With all in favor, the motion carried.

4. **RESOLUTIONS:**

- A. **Resolution 4914(16)** - to approve the award of bid to Miller Motors for the purchase of three (3) 2019 Ford Police Interceptor Utility AWD vehicles in the total amount of \$88,038 (plus licenses and titles).

Sergeant Jones explained that the new vehicles would replace three existing vehicles and has been budgeted for in the 2018 Equipment Replacement Fund. Sergeant Jones stated that the department opened it's bidding process via VendorNet for the vehicles on June 28, 2018 and two bids were received for the same amount. Jones recommended awarding the bid to Miller Motors as they are the most familiar with the vehicles.

5. **ORDINANCES:**

- A. **Ordinance 2039(5)** - to amend the Official Traffic Map to add a "No Left Turn" on Milwaukee Avenue at Amanda Street.

This item was tabled.

6. **MOTIONS:**

- A. **Motion 18-905** - consideration of approval to changes in the City of Burlington Revolving Loan Fund (RLF) Manual.

Administrator Walters gave a brief overview of the changes and then introduced Jenny Trick and Carolyn Engel from the RCEDC to provide further details about the proposed changes.

Jenny Trick and Carolyn Engel reviewed the proposed policy manual stating that with the closing of the TID, the RLF funds are being proposed to be re-allocated into a RLF to benefit all City of Burlington businesses which would be provided in the form of a low-interest loan depending on the need of the applicant. Repayment of these loans would be used to assist other businesses within the City of Burlington.

- B. **Motion 18-906** - to consider approving a Certificate of Appropriateness for property located at 420, 428, and 436 N. Pine Street (Itzin's Shoes & Repairs).

Building Inspector, Gregory Guidry, explained the improvements being made include painting and the replacement of two awnings with one awning that would span all three buildings. Guidry stated that HPC awarded the owner with a facade grant in the amount of \$7,000 at their July 26, 2018 meeting and recommended Council approve the COA as presented.

- C. **Motion 18-907** - to consider approving a Certificate of Appropriateness for 164 E. Washington Street.

Building Inspector, Gregory Guidry, stated that this property was a laundromat and was recently purchased for a new business called Jivilee, which would be used as a wedding-support venue with an indoor/outdoor bar and Vacation Rental By Owner (VRBO) suites. Guidry further explained the improvements being made include painting, an awning, new signage, an indoor/outdoor bar, window boxes, light fixtures and new doors. Guidry stated that HPC approved the Certificate of Appropriateness (COA) application at their July 26, 2018 meeting and recommended Council approve the COA as presented.

- D. **Motion 18-908** - to consider approving a Certificate of Appropriateness for 413 N. Pine Street.

Building Inspector, Gregory Guidry, stated that this property was one of the smaller buildings destroyed in the Schuette Daniels fire which will be deconstructed and replaced with an outdoor space that will support both the Mercantile building and the soon-to-be Jivilee venue. Guidry explained the new construction will consist of a one-story brick wall with an iron gateway, leading to an outdoor area covered by a wooden pergola. Guidry stated that HPC approved the Certificate of Appropriateness (COA) application at their July 26, 2018 meeting and recommended Council approve the COA as presented.

- E. **Motion 18-909** - to amend the Racine County Holding Tank Agreement in order to allow for the Municipal City of Burlington greater oversight of control over the installation of Holding Tanks at the Burlington Airport.

City Attorney John Bjelajac reviewed the background history and explained that moving forward, hangar owners would need to involve the City in the approval process of obtaining a Holding Tank Agreement at the Burlington Municipal Airport which will give the City greater oversight and help to better identify holding tank locations.

7. **ADJOURNMENT**

A motion was made by Alderman Rauch with a second by Alderman Bauman to adjourn. With all in favor, the meeting adjourned at 7:03 p.m.

Minutes respectfully submitted by:

Diahm C. Halbach
City Clerk
City of Burlington