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**CITY OF BURLINGTON  
Common Council Minutes  
Jeannie Hefty, Mayor  
Diahnn Halbach, City Clerk  
Tuesday, September 18, 2018**

1. **Call to Order / Roll Call**

Mayor Hefty called the Common Council meeting to order at 7:04 p.m. Roll Call - Present: Mayor Hefty, Alderman Susan Kott, Alderman Theresa Meyer, Alderman Bob Grandi, Alderman Ryan Heft, Alderman Steve Rauch, Alderman Jon Schultz, Alderman Todd Bauman. Excused: Alderman Tom Preusker.

Staff present: Administrator Carina Walters, City Attorney John Bjelajac, Finance Director Steve DeQuaker, Assistant City Administrator/Zoning Administrator Megan Watkins, Public Works Director Peter Riggs, Police Chief Mark Anderson, and Intern Nick Faust.

2. **Pledge of Allegiance**

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

4. **Chamber of Commerce Representative and Rescue Squad Representative** - There were no representatives.

5. **Approval of September 4, 2018 Common Council Minutes**

Motion: Alderman Bauman. Second: Alderman Kott. With all in favor the motion carried.

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

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

Alderman Bauman inquired about the Annual Community Block Party and asked if this event would still be happening or not. Administrator Walters responded that it currently isn't feasible to host a block party due to the construction of the Burlington Pool.

Director DeQuaker reported that relief aid from the 2017 Flood has been received for the total amount of \$207,000.

Chief Anderson followed up with a citizen comment from the September 4, 2018 Committee of the Whole meeting regarding parking regulations in the Industrial Park and stated there are no regulations.

8. **Approval of Reports 1-4**

Motion: Alderman Bauman. Second: Alderman Heft. With all in favor the motion carried.

9. **Approval of Payment of Prepaids and Vouchers**

Motion: Alderman Kott. Second: Alderman Rauch. Roll Call Vote: Aye - 7. Nay - 0. The motion carried.

10. **LICENSES**

A. **Approval of Operator Licenses**

Motion: Alderman Meyer. Second: Alderman Kott. Roll Call Vote: Aye - 7. Nay - 0. The motion carried.

B. **To approve the Denial of an Operator's License to Brandon S. Pfitzenmeier**

Motion: Alderman Grandi, Second: Alderman Bauman. Roll Call Vote: Aye - 7. Nay - 0. The motion carried.

11. **Approval of Special Events**

Motion: Alderman Heft. Second: Alderman Rauch. With all in favor, the motion carried.

12. **Appointments and Nominations** - There were none.

13. **PUBLIC HEARING**

Mayor Hefty called a Public Hearing to order at 7:11 p.m. to hear comments and concerns regarding a rezone request for property located at S. Kane Street (at Industrial Drive). There were no comments.

Alderman Rauch motioned to close the Public Hearing. Alderman Kott seconded. Mayor Hefty closed the Public Hearing at 7:11 p.m.

14. **RESOLUTIONS:** There were none.

15. **ORDINANCES:** There were none.

16. **MOTIONS:**

A. **Motion 18-912** - To approve a revision to the City of Burlington Employee Handbook.

Motion: Alderman Schultz. Second: Alderman Bauman. With all in favor the motion carried.

17. **ADJOURN INTO CLOSED SESSION** - This item was tabled to a future meeting. No date was set.

18. **ADJOURNMENT**

Motion: Alderman Kott. Second: Alderman Schultz. The meeting adjourned at 7:12 p.m.

Minutes respectfully submitted by:

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Diahnn C. Halbach  
City Clerk  
City of Burlington