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CITY OF BURLINGTON
Committee of the Whole Minutes
Jeannie Hefty, Mayor
Diahnn Halbach, City Clerk
Tuesday, November 20, 2018

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

Mayor Hefty called the Committee of the Whole meeting to order at 6:30 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.

Student Representatives - Present: Morgan Tracy (BHS). Excused: Jack Schoepke (BHS).

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, Fire Chief Alan Babe, Human Resource Manager Jason Corbin, Library Director Joe Davies and Intern Nick Faust.

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

3. **Approval of the November 7, 2018 Committee of the Whole Meeting Minutes**

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

4. **DISCUSSION:**

- A. An update from Honeywell Energy Services Group regarding the Energy Services Agreement with the City of Burlington.

Administrator Walters reviewed the background history with Honeywell stating that the City of Burlington entered into an Energy Services Agreement with Honeywell Energy Services Group on October 16, 2013, which was designed to address energy improvements, deferred maintenance and operational enhancements. Walters further stated that the project was expected to save \$1,561,610 in utility and operational savings over the fifteen year term of agreement.

Thomas Dauer, from Honeywell, provided Council with an overview of the Annual Cost Avoidance Report and stated that due to the 2017 flood, equipment had to be replaced and trend data wasn't available again until June 2018; however based on the information they were able to obtain, the current cumulative savings is 15% ahead of the guarantee and is on track to save the City \$1.5 million as projected.

- B. An update from SAFEbuilt Wisconsin, LLC, the City's Consultant, providing Property Maintenance and Code Enforcement support to the Building and Zoning Administrator.

Erica Lewandowski, Operations Manager for SAFEbuilt, provided an overview of SAFEbuilt's Code Enforcement Program and statistical information including closed complaints and those still in progress. Lewandowski stated that there were 107 complaints logged and 68 complaints closed from

2016 to 2017. In 2018, 36 of the 68 complaints were closed, 4 are on hold because of court action or because they now have a valid permit in the system, and 18 complaints are still pending. Lewandowski then introduced Corry Eifert, SAFEbuilt Building Inspector. Eifert then gave an overview of the complaint process.

Alderman Schultz asked how many citations had been issued for non-compliance. Eifert replied that the issuance of citations is determined by Gregory Guidry, of whom was not in attendance this evening.

Alderman Grandi questioned several properties that have had multiple inspections and wanted to know why citations hadn't been issued for these properties. Alderman Kott also wanted to know why these properties have been allowed to drag on for so long without being fined. Attorney Bjelajac replied that citations can be issued, however it's per Guidry's decision as to when to issue citations. Walters stated that it's been the City's approach not to be heavy-handed and to work with the property owners while being sensitive to negative publicity; however understands Council's concern about allowing violations to drag on and would begin to move forward with taking action.

5. **RESOLUTIONS:**

A. **Resolution 4925(27)** - To consider adopting the 2019 Annual Budget.

Finance Director Steve DeQuaker provided a recap of the 2019 Annual Budget and stated the general fund debt levy increased due to the TIF closures. DeQuaker further stated that the net effect of increased values and increased budget dollars allowed, account for an overall reduction in the MIL rate for the City of Burlington, which is currently projected at approximately \$8.56 per \$1,000 of value down from \$9.89 in 2017.

B. **Resolution 4926(28)** - To consider approving the purchase of ten sets of new turn out gear in Fiscal Year 2018 and ten sets of new turn out gear in Fiscal Year 2019 totaling of \$20,080.

Fire Chief Alan Babe explained that per the National Fire Protection Association, it is required that structural firefighting ensembles and elements (turnout gear) shall be retired no more than 10 years from the date the gear was manufactured. Chief Babe stated that it was discovered that 20 sets of turnout gear are not compliant and need to be replaced. Three bids were obtained and based on performance and quality, Innotech was determined to be the best choice. Chief Babe stated that there will be a 5% cost increase on January 1, 2019 and recommends that both purchases be made in 2018. The initial 10 sets will come out of the 2018 operating budget and the remaining 10 sets would be invoiced and paid for out of the 2019 budget.

6. **ORDINANCES:** There were none.

7. **MOTIONS:** There were none.

8. **ADJOURNMENT**

Motion: Alderman Schultz. Second: Alderman Grandi. With all in favor, the meeting adjourned at 7:14 p.m.

Minutes respectfully submitted by:

Diahnn C. Halbach
City Clerk
City of Burlington