



City Clerk
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CITY OF BURLINGTON
Committee of the Whole Minutes
Jeannie Hefty, Mayor
Diahnn Halbach, City Clerk
Tuesday, February 5, 2019

1. Prior to the Call to Order of the Committee of the Whole meeting, Mr. Dieter Holtz and Mr. Steven Wolke was sworn in by Chief Anderson as Patrol Officers for the City of Burlington.

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: None. Excused: Jack Schoepke (BHS), Morgan Tracy (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, Human Resource Manager Jason Corbin, Building Inspector Gregory Guidry, and Fire Inspector Wes Miner.

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

3. **Approval of the Committee of the Whole Meeting Minutes from January 15, 2019**

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

4. **DISCUSSION:** To discuss Scheduling Practices for the Common Council Meetings.

Administrator Walters explained that as part of best practices, staff has been accommodating to Aldermanic schedules when controversial items may be presented during a Common Council meeting to allow a full quorum for discussion and consideration. Walters further explained that staff is seeking direction on whether or not the current flexible schedule should be retained depending on the timing and/or action needed of a controversial item, or if items should be placed on the agenda when asked by the Mayor, pursuant to staff's ability to complete necessary due diligence for a productive discussion.

Alderman Bauman responded that every item has value and importance and felt that meetings shouldn't be held up regardless of full attendance. Bauman stated that if staff is prepared to present, then the meeting should move forward.

Alderman Schultz felt that better discussions take place when there is a full quorum and felt if the item is a hot topic, the meeting should be moved to a date when there is full attendance.

Alderman Heft stated that it's preferable to have everyone in attendance, however, items shouldn't be tabled or moved if someone can't attend a meeting.

Alderman Grandi stated that he felt if agenda items are ready to be presented, then the agendas should be scheduled accordingly and not based on attendance.

Alderman Bauman also stated that items are first introduced and discussed at the Committee of the Whole meeting and there are other opportunities for an item to be discussed before being voted on at a Common Council meeting.

Administrator Walters stated that per this evening's feedback, staff would move forward with scheduling meetings pursuant to staff's ability to prepare an item for discussion regardless of full attendance.

5. ***** Due to inclement weather and worsening road conditions, Mayor Hefty postponed the remaining Committee of the Whole meeting and the Common Council meeting to February 20, 2019.**

6. **ADJOURNMENT**

Motion: Alderman Bauman. Second: Alderman Rauch. With all in favor, the motion carried and the meeting was adjourned at 6:42 p.m.

Minutes respectfully submitted by:

Diahnn C. Halbach
City Clerk
City of Burlington