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CITY OF BURLINGTON
Committee of the Whole Minutes
Jeannie Hefty, Mayor
Diahnn Halbach, City Clerk
Tuesday, July 2, 2019

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

Mayor Jeannie Hefty called the Committee of the Whole meeting to order at 6:30 p.m. Roll Call - Present: Alderman Susan Kott, Alderman Theresa Meyer, Alderman Bob Grandi, Alderman Ryan Heft, Alderman Steve Rauch, Alderman Jon Schultz, Alderman Tom Preusker, Alderman Todd Bauman. Excused: None.

Student Representatives - Present: Jack Schoepke (BHS). Excused: None.

Staff present: Administrator Carina Walters, City Attorney John Bjelajac, Assistant City Administrator/Zoning Administrator Megan Watkins, Finance Director Steven DeQuaker, Public Works Director Peter Riggs, Fire Chief Alan Babe and Intern Nick Faust.

Mayor Hefty presented a Certificate of Recognition from the National Park Service to members of the Historical Preservation Committee for being a Certified Local Government and partner in the Federal preservation program since 2008. Members present included Darrel Eisenhardt, Susan Kott, Tom Stelling, and Kevin O'Brien.

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

3. **Approval of Minutes** - To approve the Committee of the Whole Minutes for June 18, 2019. Motion: Alderman Grandi. Second: Alderman Preusker. With all in favor, the motion carried.

4. **DISCUSSION:**

A. Status update regarding the 2016-2019 Strategic Plan Initiatives.

Administrator Walters provided a brief overview on the status of the 2016-2019 Strategic Plan Initiatives outlining the five strategic priorities and the progress for each category.

Alderman Schultz asked if another session would be included in this years budget to be updated for next year. Walters responded that it would be included as it was an ask of the Council to be included in this years budget workshop.

Alderman Preusker commented in regard to Citizen Engagement and asked if it would be possible to reach out to the high schools to see if there was interest in having more students involved in the budget workshops. Walters responded that staff will continue to reach out to students for further participation. Walters further stated that another POLCO survey just went out asking for feedback to identify levels of engagement in the community and to see if anyone is interested in becoming more active with municipal government.

5. **RESOLUTIONS:**

- A. **Resolution 4961(14)** - To approve purchase of a new patrol truck cab and chassis for the Department of Public Works from Lakeside International and body from Olson Trailer and Body for the total amount of \$206,517.00.

Director Riggs presented the request to purchase a new plow truck to replace truck #520, which is a 1991 Mack and the oldest vehicle in the fleet. Riggs stated that staff sourced three quotes for the cab and chassis and two quotes for the body work, of which Lakeside International and Olson Trailer and Body were the lowest bidders, for a total purchase price of \$206,517. Riggs explained that the purchase exceeds the budgeted amount of \$190,000 by \$16,517 due to uncertainty in estimation and unexpected fluctuation in the market with steel prices. Riggs further stated that staff recommends deferring the 2019 scheduled replacement of the ball diamond rake for \$24,000 in order to temporarily offset the overage in the equipment replacement fund.

Alderman Rauch asked if the new truck would be used for leaf collection. Riggs responded that it could be retro fitted with minor adjustments and would not be expensive.

Alderman Heft inquired about a snowblower that was supposed to be replaced in 2018 but was also deferred and asked if that purchase is still planned. Riggs responded that the snowblower is from 1970 and still runs like an ox.

Alderman Heft asked if the Park Board or Baseball people were notified about the ball diamond rake. Riggs responded that neither party has been notified but will mention at the next meeting. Riggs also stated that the rake still performs well and has not needed any major repairs.

6. **ORDINANCES:** There are none.

7. **MOTIONS:**

- A. **Motion 19-932** - To consider approving a Certificate of Appropriateness for property located at 164 E. Washington Street.

Walters reviewed the request for Certificate of Appropriateness (COA) from new owners Dustin and Molly Elsbury and explained that Brian Torgerson, the previous owner, was approved for a COA in February but withdrew his award when he sold the property.

Alderman Meyer asked what the plans were for the building. Walters replied that they have plans for a hot yoga studio.

Alderman Schultz stated that according to the HPC policy, the rear facade does not qualify for a grant because it doesn't face a street or alley. Schultz said he isn't opposed to approving the COA; however, if grants can be awarded for non-street facing facades, then the policy should be re-written to include this option.

8. **ADJOURNMENT**

Motion: Alderman Heft. Second: Alderman Bauman. With all in favor, the meeting adjourned at 6:57 p.m.

Minutes respectfully submitted by:

Diahnn C. Halbach
City Clerk
City of Burlington