



City Clerk
300 N. Pine Street, Burlington, WI, 53105
(262) 342-1161 - (262) 763-3474 fax
www.burlington-wi.gov

**CITY OF BURLINGTON
Common Council Minutes
Jeannie Hefty, Mayor
Diahnn Halbach, City Clerk
Tuesday, November 19, 2019**

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

Mayor Jeannie Hefty called the Common Council meeting to order at 7:19 p.m. Roll Call - Present: Alderman Susan Kott, Alderman Theresa Meyer, Alderman Ryan Heft, Alderman Steve Rauch, Alderman Jon Schultz, Alderman Tom Preusker. Excused: Alderman Grandi and Alderman Bauman.

Student Representatives - Present: Thomas Martin (BHS), Peter DeSmidt (CCHS). Excused: None.

Staff present: City Attorney John Bjelajac, City Administrator Carina Walters, Assistant City Administrator/Zoning Administrator Megan Watkins, Finance Director Steven DeQuaker, Public Works Director Peter Riggs, Fire Chief Alan Babe, Police Chief Mark Anderson, Building Inspector Gregory Guidry, Library Director Joe Davies, and City Intern Nicholas Faust.

2. **Pledge of Allegiance**

3. **Citizen Comments** - None.

4. **Chamber of Commerce Representative and Rescue Squad Representative** - None.

5. **Approval of Minutes** - To approve the November 5, 2019 Common Council Meeting Minutes.
Motion: Alderman Heft. Second: Alderman Rauch. With all in favor, the motion carried.

6. **Letters and Communications** - To accept correspondence from Alderman Bauman and Alderman Grandi regarding their absence from the November 19, 2019 Committee of the Whole and Common Council meetings.
Motion: Alderman Rauch. Second: Alderman Kott. With all in favor, the motion carried.

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

- Alderman Preusker extended a thank you to the DPW crews for their efforts in leaf pick up and snow removal.
- Alderman Schultz commented on the Housing Study that was recently discussed and encouraged those interested to attend the Housing Summit in December.

8. **Reports** - To approve Reports 1-6 as submitted.
Motion: Alderman Schultz. Second: Alderman Preusker. With all in favor, the motion carried.

9. **Payment of Prepays and Vouchers** - To approve the Prepaid and Vouchers list for bills accrued through November 19, 2019.
Motion: Alderman Preusker. Second: Alderman Kott. Roll Call Vote: Aye - 6. Nay - 0. The motion carried.
10. **Licenses** - To approve Operator's License Applications as submitted.
Motion: Alderman Kott. Second: Alderman Meyer. With all in favor, the motion carried.
11. **Special Events** - To approve a Special Event Permit Application for "Light Up the Night" scheduled for November 22, 2019.
Motion: Alderman Meyer. Second: Alderman Kott. With all in favor, the motion carried.
12. **Appointments and Nominations** - To approve the appointment of election inspectors for a two-year term beginning January 1, 2020.
Motion: Alderman Heft. Second: Alderman Meyer. With all in favor, the motion carried.
13. **PUBLIC HEARINGS:**
At 7:24 p.m., Mayor Hefty called a Public Hearing to Order to hear comments and concerns regarding a rezone request for property located at 416 E. Jefferson Street. There were no comments.

A motion to close the Public Hearing was made by Alderman Rauch with a second by Alderman Preusker. With all in favor, the Public Hearing was closed at 7:25 p.m.
14. **RESOLUTIONS:**
- A. **Resolution 4971(24)** - To consider adopting the 2020 Annual Budget.
Motion: Alderman Schultz. Second: Alderman Heft. Roll Call Vote: Aye - 6. Nay - 0. The motion carried.
- B. **Resolution 4972(25)** - To approve updating the purchasing policy of the City of Burlington.
Motion: Alderman Preusker. Second: Alderman Heft. Roll Call Vote: Aye - 6. Nay - 0. The motion carried.
15. **ORDINANCES:** NONE
16. **MOTIONS:** NONE
17. **ADJOURN INTO CLOSED SESSION**
Motion: Alderman Kott. Second: Alderman Schultz. Roll Call Vote: Aye - 6. Nay - 0. The motion carried and the meeting adjourned into Closed Session at 7:28 p.m.

Wis. Stats 19.85(1)(e) Deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session.

- A discussion regarding Emergency Medical Services (EMS) between the City of Burlington and the Town of Burlington.

Wis. Stats 19.85(1)(c) Considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility.

- A discussion regarding the engagement of a secondary attorney.

18. **RECONVENE INTO OPEN SESSION**
Motion: Alderman Meyer. Second: Alderman Heft. With all in favor, the meeting reconvened into Open Session at 8:12 p.m.
19. **ACT ON ITEMS FROM CLOSED SESSION IF NECESSARY**
No action was taken.
20. **ADJOURNMENT**
Motion: Alderman Heft. Second: Alderman Meyer. With all in favor, the meeting adjourned at 8:12 p.m.

Minutes respectfully submitted by:

Diahm C. Halbach
City Clerk
City of Burlington