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CITY OF BURLINGTON
Committee of the Whole Minutes
Jeannie Hefty, Mayor
Diahnn Halbach, City Clerk
Tuesday, January 7, 2020

1. Prior to the Call to Order, Mayor Hefty presented a Proclamation in Memoriam of Bob Petersen to his wife, Karen Petersen, for his years of service to both the City and the Community.

Call to Order - Roll Call

Mayor Jeannie Hefty called the Committee of the Whole meeting to order at 6:31 p.m. Roll Call - Present: 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: Peter DeSmidt (CCHS). Excused: Thomas Martin (BHS).

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, Police Chief Mark Anderson, Fire Chief Alan Babe, Building Inspector Gregory Guidry, and City Intern Nicholas Faust.

2. **Citizen Comments** - None
3. **Approval of Minutes** - To approve the December 17, 2019 Committee of the Whole Meeting Minutes.
Motion: Alderman Heft. Second: Alderman Kott. With all in favor, the motion carried.

4. **RESOLUTIONS:**

- A. **Resolution 4978(31)** - To accept a Grant Agreement from the Federal Emergency Management Agency (FEMA) under the Assistance to Firefighters Grant Program (AFG) in the amount of \$87,620.95 for the purchase of a Direct Source Exhaust Extraction System.

Chief Babe introduced the resolution and explained that the grant will make it possible to properly protect our firefighters from harmful exhaust emissions, particulate matter and the deadly carcinogenic material that comes from diesel exhaust. Babe further stated that the acquisition of a direct capture system will allow the fire department to comply with the recommended removal of the toxic exhaust gasses, particulate matter and carcinogens as outlined in the National Fire Protection Agency (NFPA).

Alderman Rauch asked if the exhaust system was for all three bays. Babe responded that the exhaust system is for all five bays.

- B. **Resolution 4979(32)** - To approve the bid award to Hastens Air Energy Control, Inc. for a Plymovent Direct Capture Exhaust System for the not-to-exceed amount of \$92,000.00, as a part of the Federal Emergency Management Agency (FEMA) Assistance to Firefighters Grant (AFG) program.

Chief Babe presented the resolution and stated that the fire department was awarded the AFG grant from FEMA, with a 5% match, for the Plymovent Direct Capture Exhaust System and that Hastens Air Energy Control, Inc. is the Wisconsin distributor for Plymovent and is the only approved provider in the state.

Alderman Rauch inquired about the 3% discount for prepayment with order, or net 30 from date of start up terms, and asked if we were considering this option. Chief responded that it was not directed to him that was necessary, but if it is then it can be worked out through either the equipment replacement fund or the current operating budget.

Alderman Grandi inquired about the different warranty information, stating that on page 33 it states a five-year parts and labor warranty and then on page 35 it states that the warranty is per manufacturer specifications and wanted to know what the warranty actually covers. Chief responded that he didn't have the information in front of him and would have to investigate. Alderman Grandi explained his concern regarding the lifetime of the equipment and thought it might benefit to do something now rather than later and to see what warranty options are available. Chief responded that other fire departments that use this system have experienced a 15-20 year life of the equipment.

- C. **Resolution 4980(33)** - To approve Amendment Number One to the Development Agreement for the Glen at Stonegate Subdivision Addition No. II.

Attorney Bjelajac presented the resolution and stated that this resolution coincides with the next resolution regarding the Letter of Credit. Bjelajac stated that in reviewing the Letter of Credit (LOC) it was discovered that the development agreement did not contain language regarding the completion of the final lift of asphalt surface and that this amendment adds the necessary language. Bjelajac also stated that the requested LOC has been reviewed by staff and is agreed for approval.

Alderman Schultz asked when is the final lift completed. Bjelajac responded that he believes it's up to the developer and/or the municipality and that the City wants a final lift installation soon enough that the City is comfortable with 50% monies to repair binder.

Alderman Rauch asked out of the thirty lots how many permits have been issued. Building Inspector Gregory Guidry responded that three permits have been issued.

- D. **Resolution 4981(34)** - To approve Reduction Number Two to the Letter of Credit for the roadway, sanitary sewer and water main utility infrastructure improvements for the Glen at Stonegate Subdivision, Addition No. II.

Mayor Hefty asked Attorney Bjelajac if he feels this resolution was covered during the discussion of the previous resolution. Bjelajac responded that he wanted to reiterate that the developer is requesting a reduction from \$428,624.55 to \$178,182.15; however, after the City Engineer's review, with the amount of remaining work and the cost to complete, they recommend the LOC be reduced \$114,86.45 from \$428,624.55 to \$313,761.40. This amount also includes a 15% contingency requirement per the developer agreement.

- E. **Resolution 4982(35)** - To approve a Resolution Authorizing the Application to the Wisconsin Economic Development Corporation (WEDC) Community Development Investment (CDI) Grant for 700 N. Pine Street (Low Daily, LLC) Redevelopment Project.

Administrator Walters introduced the resolution and explained that in order to submit an application to the WEDC for the CDI grant, the Common Council must approve a resolution authorizing the

submittal. Walters stated that this property is the former Standard Press building and that there is no financial obligation from the City.

Laura Million then provided an overview of the project stating that the business plan was well-received and anticipates the process for this project to be successful as was for the Mercantile and The CoffeeHouse. Million then introduced Tim Sullivan to provide further information on this project and answer questions.

Alderman Rauch asked Sullivan if he would be applying for a liquor license. Sullivan responded that he would not need a full liquor license but would be applying for a beer, wine, and cider license.

Alderman Meyer asked how many employees would be needed. Sullivan responded there would be three full time jobs to start, and that he and his wife will also be taking on the majority of hours. Sullivan said they will look to fill additional positions in the following year depending on revenue.

Alderman Kott asked how Sullivan came up with the name Low Daily. Sullivan explained that while he was in San Diego, he and a friend were hanging out on a rooftop drinking a beer that he had produced, and looking out across the street was an old hotel that had a sign painted on the side that read "Low Daily and Weekly Rates" and as soon as he saw the sign, he knew "Low Daily" would be the name of his brewery.

Alderman Schultz stated that the timeline for completion is aggressive and asked where they are in the city approval process. Walters responded that there have been many staff level discussions and meetings during the planning process and that the majority of work is interior, with minor exterior work, which should be approved at an upcoming HPC meeting. Walters added that they will continue to bring forward to Council as necessary.

Alderman Rauch asked if the business would be ADA compliant. Sullivan responded yes and that it is part of the construction requirements.

Alderman Bauman asked what the business entailed. Sullivan responded that there would be both a brew room and a tap room with a seating capacity of 250. Bauman then asked about parking issues and requirements. Walters responded that additional parking is a part of the long term strategic plan. Guidry added that the building is non-conforming and does not have the same parking requirements as other businesses.

- F. **Resolution 4983(36)** - To approve a Developers Agreement with Low Daily, LLC for the 700 N. Pine Street Property as a part of the Community Development Investment Grant (CDI) offered through the Wisconsin Economic Development Corporation (WEDC).

Discussion regarding this resolution was included in the previous resolution. There were no additional questions.

5. **ORDINANCES:** None.

6. **MOTIONS:**

- A. **Motion 20-952** - To consider approving a Certificate of Appropriateness for property located at 109 E. Chestnut Street.

Guidry provided an overview of this project stating that Bernard Petersen, owner of the property located at 109 E. Chestnut Street, has requested a COA to update the existing facade with new signage and would also like to create an outdoor seating area in the rear of the building. Guidry stated that the HPC unanimously approved the COA and recommends Council approval as well. There were no questions.

- B. **Motion 20-953** - To consider approval of a Certificate of Appropriateness for property located at 473 Milwaukee Avenue.

Guidry provided an overview of this project and stated that in July 2019, the HPC asked the applicant to come back with a different rendering of the rail style to better depict the historic district. The owner changed the rails from horizontal to vertical. The HPC approved this updated design at the December 19, 2019 meeting.

Alderman Grandi asked if LifeBridge owns this building. Guidry wasn't sure but thought they did. Alderman Kott said they didn't. There was no further discussion.

7. **ADJOURNMENT**

Motion: Alderman Rauch. Second: Alderman Grandi. With all in favor, the motion carried and the meeting was adjourned at 7:03 p.m.

Minutes respectfully submitted by:

Diahnn C. Halbach
City Clerk
City of Burlington