



City Clerk
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www.burlington-wi.gov

**CITY OF BURLINGTON
Common Council Minutes
Jeannie Hefty, Mayor
Diahn Halbach, City Clerk
Tuesday, February 4, 2020**

1. Prior to the Call to Order, Council President Jon Schultz announced that he would retain his right to vote.

Call to Order / Roll Call

Council President Jon Schultz called the Common Council meeting to order at 7:56 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: Mayor Hefty.

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, Utility Manager Donnie Hefty, Police Chief Mark Anderson, Fire Chief Alan Babe, Library Director Joe Davies, Building Inspector Gregory Guidry, 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 January 21, 2020 Common Council Meeting Minutes.

Motion: Alderman Meyer. Second: Alderman Kott. With all in favor, the motion carried.

6. **Letters and Communications:** NONE

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

Alderman Schultz commented that he, along with Administrator Walters, Alderman Grandi, and Alderman Rauch, attended the Housing Presentation on January 30, 2020 and said it was very informative and encouraged others to watch the PowerPoint presentation that is available.

Chief Babe provided an EMS update and stated that since January 1, 2020, they have received 134 calls, 108 being in the City, with an average response time of 5 minutes 22 seconds and a turn out time of less than 2 minutes.

8. **Reports** - To approve Reports 1 - 6 as submitted.

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

9. **Payment of Prepaids and Vouchers** - To approve the Prepaids and Vouchers list for bills accrued through February 4, 2020.

Motion: Alderman Heft. Second Alderman Grandi. Roll Call Vote: Aye - 8. Nay - 0. The motion carried.

10. **Licenses** - To approve Operator's License Applications as submitted.

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

11. **Appointments and Nominations** - To approve the Appointment of Election Inspector to Barbara Madsen for a two-year term, expiring 12/31/2021.

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

Alderman Heft asked what the qualifications are to be an election inspector. City Clerk Halbach responded that they need to be a qualified elector of the County, understand the English language, and be able to read and write.

12. **RESOLUTIONS:**

A. **Resolution 4986(39)** - To approve Task Order Number 110 for Engineering Services for the 2020 Street Improvement Program.

Motion: Alderman Preusker. Second: Alderman Grandi. Roll Call Vote: Aye - 8. Nay - 0. The motion carried.

B. **Resolution 4987(40)** - To approve a Revolving Loan Fund Grant and Loan to The Runaway Micropub and Nano Brewery, LLC in the not-to-exceed amount of \$65,000.

Motion: Alderman Bauman. Second: Alderman Rauch. Roll Call Vote: Aye - 8. Nay - 0. The motion carried.

C. **Resolution 4988(41)** - To approve the Purchase of Four (4) DPW Trucks from Ewald Automotive Group for \$129,065.

Motion: Alderman Kott. Second: Alderman Preusker. Roll Call Vote: Aye - 8. Nay - 0. The motion carried.

D. **Resolution 4989(42)** - To approve the integration of the Phosphorus Analyzer into the Supervisory Control and Data Acquisition (SCADA) system at the Wastewater Treatment Plant.

Motion: Alderman Meyer. Second: Alderman Bauman. Roll Call Vote: Aye - 8. Nay - 0. The motion carried.

E. **Resolution 4990(43)** - To approve authorizing a depository and signatories for the City of Burlington at Hometown Bank, Wautoma Wisconsin.

Motion: Alderman Grandi. Second: Alderman Heft. Roll Call Vote: Aye - 8. Nay - 0. The motion carried.

- F. **Resolution 4991(44)** - To approve a contract with Rapp Consulting Group to conduct the 2020 Strategic Planning Session.

Motion: Alderman Heft. Second: Alderman Bauman. Roll Call Vote: Aye - 8. Nay - 0. The motion carried.

13. **ORDINANCES:**

- A. **Ordinance 2055(21)** - To consider approval of a Rezone Map Amendment request at 257 Kendall Street from I-1 Institutional District to B-3, Professional Office District.

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

14. **MOTIONS:**

- A. **Motion 20-954** - To approve the 2020 Lease Agreement between the City of Burlington and the Burlington Senior Center, Inc.

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

- B. **Motion 20-955** - To approve a donated LUCAS Chest Compression System from Aurora Health Care Southern Lakes, Inc., dba Aurora Medical Center of Burlington.

Motion: Alderman Preusker. Second: Alderman Kott. With all in favor, the motion carried.

15. **ADJOURN INTO CLOSED SESSION**

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.

- Discussion regarding negotiation strategies and overall review of the possible Burlington Manufacturing Office Park Tax Incremental District.

Motion: Alderman Bauman. Second: Alderman Grandi. Roll Call Vote: Aye - 8. Nay - 0. The motion carried and the meeting adjourned into Closed Session at 8:08 p.m.

16. **RECONVENE INTO OPEN SESSION**

Motion: Alderman Kott. Second: Alderman Meyer. With all in favor, the motion carried and the meeting reconvened into Open Session at 9:40 p.m.

17. **ACT ON ITEMS FROM CLOSED SESSION IF NECESSARY**

There was no action.

18. **ADJOURNMENT**

Motion: Alderman Meyer. Second: Alderman Heft. With all in favor, the motion carried and the meeting adjourned at 9:40 p.m.

Minutes respectfully submitted by:

Diahnn C. Halbach
City Clerk
City of Burlington