



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

CITY OF BURLINGTON
Committee of the Whole Minutes
Jeannie Hefty, Mayor
Diahnn Halbach, City Clerk
Tuesday, May 19, 2020

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

Mayor Jeannie Hefty called the Committee of the Whole meeting via Zoom 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 - None. Excused - Thomas Martin (BHS), Peter DeSmidt (CCHS).

Staff present: City Attorney John Bjelajac, City Administrator Carina Walters, Finance Director Steven DeQuaker, Public Works Director Peter Riggs, Fire Chief Alan Babe, Police Chief Mark Anderson, Human Resource Manager Jason Corbin and Building Inspector Gregory Guidry.

*Mayor was experiencing some technical difficulties via Zoom and directed Council President, Alderman Schultz, to conduct the meeting during the times she was not able to.

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

3. **Approval of Minutes** - To approve the May 5, 2020 Committee of the Whole Meeting Minutes. Motion: Alderman Kott. Second: Alderman Meyer. Roll Call Vote: Aye - 8. Nay - 0. With all in favor, the motion carried.

4. **DISCUSSION:** A discussion regarding the July 4, 2020 Fireworks.

- Administrator Walters led the discussion asking Council their thoughts on whether to move forward or cancel the 4th of July Fireworks or for 2020 due to the pandemic. Mayor Hefty stated she is still in favor of having the fireworks so long as social distancing can be obtained.
- Alderman Kott stated she has some reserves about people not social distancing.
- Alderman Preusker stated he is favor of keeping the fireworks as scheduled and that it is a perfect social distancing event by being held outside.
- Alderman Bauman felt it would be silly to cancel and that we can't stop people from going out, and we should keep moving forward.
- Alderman Meyer also felt the fireworks should not be canceled and that it's an important community event. The people that are uncomfortable can opt out, but people should be given the choice.
- Alderman Heft stated that the fireworks should be continued as planned but was also concerned that people wouldn't practice social distancing and asked if what options the City has if they chose to cancel. Walters responded that the City has paid a \$3000 deposit and that money would not be refunded; however it would be applied to next year's fireworks. Heft asked what the total cost of the fireworks is. Walters responded \$10,000.

- Alderman Grandi asked if there was an option to discuss this closer to the date of the event when more data is available. Walters responded that June 4 is the last day to cancel so a decision needs to be made by then.
- Alderman Schultz supported keeping the fireworks as scheduled and that the people that are concerned about COVID probably won't go.
- Alderman Preusker suggested this topic be discussed again at the June 2nd meeting and to make a decision at that time. All were in agreement.

5. **Introduction of Richard Lynch by Mayor Hefty**

Mayor Hefty provided background information stating that when the Safer At Home State Order was implemented, only essential businesses were allowed to remain open, which put a hardship on businesses that had to close or reduce their services. The City of Burlington, along with 16 other municipalities, joined with the Rebound Racine County Task Force to come up with ideas on how to help these local businesses when the soft opening begins implementation. Hefty then introduced Richard Lynch who is from Burlington and a restaurant industry executive, known for his branding expertise to drive top-line sales and guest satisfaction. Lynch then provided a PowerPoint presentation explaining his ideas for reopening Burlington, which proposed open-air dining on sidewalks and closed streets. Walters stated that staff has been brainstorming and can utilize Emergency Powers to allow the expansion of outdoor dining and liquor license premise descriptions. There was much discussion and all liked the idea and supported the plan to move forward.

6. **RESOLUTIONS:**

- A. **Resolution 5011(7)** - To approve an agreement with The Lakota Group for the development and preparation of a Comprehensive Plan for the City of Burlington.

Walters explained that a comprehensive plan is a tool kit designed for municipalities that describes physical, social, and economic development of a community and provides a rational basis for local land use decisions for future planning and community decisions. Walters further explained that two proposals were received which included Lakota Group and Graef and that staff is recommending The Lakota Group as they are a fresh set of eyes and has the knowledge base for completing various comprehensive plans in the county.

- B. **Resolution 5012(8)** - To approve a Contract for Solid Waste and Recyclables Collection and Disposal with ASDA Enterprises, Inc.

Director Riggs provided background information and explained the details of the agreement which includes unlimited weekly trash collection, unlimited weekly recyclable collection, and unlimited bulk item collection. Riggs also stated that residents will have a choice for the container they wish to use for recyclables and includes an option to purchase a 96-gallon cart from ASDA. If approved, ASDA would begin collection on July 1, 2020 and carts, totes, and dumpster retrieval would occur in the last two weeks of June and would be coordinated by City staff with John's Disposal and ASDA.

7. **ORDINANCES:**

- A. **Ordinance 2059(2)** - To amend Section 187-7(F)(1), Classes of Licenses and Fees, to authorize the City Clerk as a designated municipal official to issue Operator's Licenses.

City Clerk, Diahnn Halbach, explained that an amendment was recently made to State Statute 125.17 that allows the governing body, by ordinance, to authorize a designated municipal official to issue Operator's Licenses. Halbach stated that amending the City's Municipal Code to allow the City Clerk to issue Operator's Licenses would allow the licenses to be issued on a more timely and frequent basis, as currently they are only issued twice per month after each Common Council meeting.

8. **MOTIONS:**

- A. **Motion 20-968** - To Ratify, Approve and Adopt an Emergency Declaration by the City of Burlington for a Personal Protective Equipment (PPE) Decontamination Services Agreement with Battelle Memorial Institute.

Chief Babe explained that under the Declaration of Emergency signed by Mayor Hefty, a contract with Battelle Memorial Institute is being requested for the purpose of decontamination services for Personal Protective Equipment (PPE) during this time period. Babe further explained that the Food and Drug Administration issued an Emergency Use Agreement (EUA) on March 29, 2020 authorizing Battelle to operate the Battelle Critical Care Decontamination System for use in the decontaminating compatible N95 or N95 equivalent respirators for reuse by healthcare personnel during the COVID-19 pandemic and that under this program, qualifying customers can submit qualifying PPE to be decontaminated at a Battelle approved facility without a cost to the customer.

9. **ADJOURNMENT**

Motion: Alderman Meyer. Second: Alderman Heft. With all in favor, the motion carried and the meeting adjourned at 8:35.

Minutes respectfully submitted by:

Diahnn C. Halbach
City Clerk
City of Burlington