



City Clerk
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CITY OF BURLINGTON
Committee of the Whole Minutes
Jeannie Hefty, Mayor
Diahnn Halbach, City Clerk
Tuesday, July 21, 2020

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

Mayor Hefty called the Committee of the Whole meeting to order via Zoom at 6:30 p.m. Roll Call - Present: Mayor Hefty, 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.

Staff present: Administrator Carina Walters, City Attorney John Bjelajac, Finance Director Steve DeQuaker, Assistant City Administrator/Zoning Administrator Megan Watkins, Public Works Director Peter Riggs, Fire Chief Alan Babe, Police Chief Mark Anderson, and Human Resource Manager Jason Corbin.

2. **Citizen Comments:** Telephone Dial: US: (312) 626-6799, Webinar ID: 837-4237-0640

3. **Approval of Minutes** - To approve the July 7, 2020 Committee of the Whole Meeting Minutes.

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

4. **DISCUSSION:** To direct City staff to draft a joint Municipal Resolution petitioning Racine County for a 1/2-cent Sales Tax increase.

Administrator Walters began the discussion and presented a PowerPoint. Walters stated as part of the annual budget process, the Common Council requests staff to identify alternative sources of revenue, and implementing a 1/2-cent sales tax would be an opportunity to generate revenue. Walters stated that of the 72 Counties in the State of Wisconsin, 68 have enacted the 1/2-cent sales tax and are receiving proceeds through monthly distributions provided by the State Department of Revenue. Only 4 Counties (Manitowoc, Racine, Waukesha, & Winnebago) have yet to adopt this 1/2-cent Sales Tax. Of the 17 municipalities within Racine County, 3 are not in favor of raising any taxes, 2 have expressed an interest in pursuing a resolution, and the remaining will present to their Boards. Walters further stated that because individual municipalities are not able to implement their own sales tax, they must rely on an Agreement with the County. Participating municipalities would then share in the revenue generated, which could result up to \$504,000 for the City of Burlington based on a 50% (.5) per capita factor. Walters stated that staff is seeking direction to move forward with a joint municipal resolution. After some discussion, the "tea leaf" reading from the Council was to move forward with drafting a Joint Municipal Resolution to petition Racine County for a 1/2-cent Sales Tax increase.

5. **RESOLUTIONS:**

- A. **Resolution 5019(15)** - To approve the Water System SCADA (Supervisory Control and Data Acquisition) Improvement Services with Redford Data Services in the amount of \$13,594.00.

Director Riggs provided an overview of the SCADA system and stated that it is used to monitor and control mechanical systems integral to all steps in the water pumping, treatment, and distribution process and that water utility staff identified critical need to upgrade SCADA equipment immediately to ensure system security and to correct some observed performance concerns, which includes replacement of the computer that hosts the SCADA system, installation and setup of the latest versions of SCADA and dialer software.

- B. **Resolution 5020(16)** - To approve Task Order 111 with Kapur & Associates for the Design of Maryland Avenue Road Improvements.

Director Riggs provided an overview of this project stating that Maryland Avenue has been included in the 2021 Street Improvement Plan due to deterioration of road conditions and needed water main and storm sewer repairs. Riggs stated that the estimated cost of this project is \$1,843,371, which includes a 20% construction contingency, design engineering costs, and construction management costs, and that Task Order 111 represents the portion of the project related to design engineering which costs \$148,192. Riggs further stated that The City submitted the project for a LRIP-MSID grant through WISDOT in December was successfully awarded the grant in the amount of \$450,000, which is the maximum award possible for this funding cycle of the program.

Alderman Rauch asked if the project included plans to resurface the baseball parking lots or make improvements to the compos and reconfigured for a new bike path and although no plans have been made to resurface the baseball parking lots, it would be make sense timing wise and could research the possibilities.

Alderman Schultz inquired about the timing of the project and when it would start. Riggs responded that the project would be scheduled to begin after ChocolateFest. Schultz then asked if the proposed bike paths are dedicated bike paths or shared with the road, which also includes a path on Grove Street. Riggs responded that the bike paths on the map are conceptually proposed and the section on Grove, presents more of a challenge to connect; however a path could be included further down Milwaukee Avenue, which would allow pedestrians to cross at a synchronized light, and then connect to Midwood.

Alderman Grandi commended Riggs on the successful grant.

- C. **Resolution 5021(17)** - To approve a change of Polling Location from United Methodist Church to the Veteran's Terrace, located at 589 Milwaukee Avenue.

City Clerk, Diahnn Halbach, presented the resolution, stating that the Burlington United Methodist Church has been the designated polling location for Wards 5-10, however, due to reasons related to COVID, they will no longer allow the City of Burlington to use their facility. In an effort to locate a new polling location, Beth Reetz, Manager of the Veteran's Terrace, offered the use of their facility. Halbach stated that if approved, this change would be effective immediately so that the August 11, 2020 election can be held at the new location. A Postcard Notification will be mailed to all registered voters within these two districts. Information will also be posted on the City's website, social media, and the local newspapers.

- D. **Resolution 5022(18)** - To approve an Agreement with Axon Enterprises, Inc. for seven in-squad camera systems and cloud storage for the City of Burlington Police Department in the amount of \$67,743.00.

Chief Anderson provided a brief overview of the topic. Sergeant Krusemark then reviewed in further detail, stating that this is a 5-year agreement with insurance that will allow for upgrades when they become available. Krusemark stated the current in-squad cams are either out of warranty or will be out of warranty in the next 2 1/2 to 3 years. The cameras are also low res and can produce a grainy video, as well as requires space on the police department's server. Krusemark stated that the Axon Fleet 2 squad camera system offers resolutions up to 1080p, allows users to tag videos and write notes on the video file in the squad car, can be triggered by light bar activation, crash detection, speed threshold detection, and rifle mount activation; and additionally, if another officer arrives to assist, the camera automatically activates the other officer's body worn camera. When video from an incident is viewed, all in-squad video and all body cam video, as well as map locations, are displayed time-stamped simultaneously, even if multiple officers are on-scene. The camera system also uses a cloud system for video storage, which eliminates the need for the City's server.

Alderman Schultz asked if the body cameras are separate from the squad camera quote and if the agreement is more of an annual subscription and wanted to know what happens after year 5. Krusemark replied that the quote only includes the squad cameras and confirmed that the agreement is a subscription and stated that the initial cost is for the equipment and when renewed in year 6, it would look just like year 5. Schultz then asked if the equipment can be manually turned off, if it's happened, and if so, is there an option for it not to be turned off. Chief Anderson responded that an incident took place about 5 years ago where an officer turned off the camera and the officer was reprimanded. Chief Anderson further stated that the cameras actually protect the officers and is a great training tool.

Alderman Kott commented that this is a great program and likes the updated technology.

6. **ORDINANCES:** None

7. **MOTIONS:**

- A. **Motion 20-975** - To approve the City of Burlington Fire Chief and/or Service Director to apply for the Wisconsin EMS Funding Assistance Program (FAP).

Chief Babe presented this motion stating that the Funding Assistance Program (FAP) is open to ambulance service providers that provide primary, first-in 911 ambulance services and that this will be the fire department's first opportunity to apply for the FAP as a transport ambulance provider. Chief Babe stated that the funding will allow for the department to use the monies towards support and improvement of the ambulance and equipment, as well as training and examination aid for the ambulance service.

- B. **Motion 20-976** - To approve an Airport Hangar Lease with John Pelland for property located at 916 Alpha Taxiway, Burlington Municipal Airport, Burlington, Wisconsin.

Motions 20-976 and 20-977 were presented together. Alderman Rauch asked if there are six hangars on Delta and Gulf Taxiway. Watkins responded there are six hangars but all located under one large building.

- C. **Motion 20-977** - To approve an Airport Hangar Lease with BBS Investments, LLC for property located at 900, 908, 916 Delta Taxiway and 901, 909, 917 Gulf Taxiway, Burlington Municipal Airport, Burlington, Wisconsin.

This item was discussed along with Motion 20-976.

D. **Motion 20-978** - To approve pavement repairs near the Milwaukee Avenue Rail Crossing.

Director Riggs presented the motion and explained the project stating that the City would like to take advantage of the closing to perform road work on Milwaukee Avenue while railroad repairs are being done, which would eliminate the need for a second detour and railroad coordination in the future. Riggs stated that initially they had hoped to use the same paving contractor as CN, however, due to Wisconsin Public Bid Laws, there was not enough time to complete. As a solution, they are seeking an approval of a change order with Kapur to include in the 2020 Street Projects, as there is funding available to complete the pavement repairs.

8. **ADJOURNMENT**

Motion: Alderman Heft. Second: Alderman Rauch. With all in favor, the motion carried and the meeting was adjourned at 7:52 p.m.

Minutes respectfully submitted by:

Diahnn C. Halbach
City Clerk
City of Burlington