



City Clerk  
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**CITY OF BURLINGTON  
Common Council Minutes  
Jeannie Hefty, Mayor  
Diahnn Halbach, City Clerk  
Tuesday, September 15, 2020**

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

Mayor Hefty called the Common Council meeting to order via Zoom at 7:20 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 Tom Preusker. Excused: Alderman Todd Bauman.

Staff present: City Administrator Carina Walters, City Attorney John Bjelajac, Finance Director Steve DeQuaker, Assistant City Administrator/Zoning Administrator Megan Watkins, Police Chief Mark Anderson, DPW Director Peter Riggs, Library Director Joe Davies, Building Inspector Gregory Guidry and Human Resource Manager Jason Corbin.

2. **Pledge of Allegiance**

3. **Citizen Comments:** None

4. **Chamber of Commerce Representative** - None

5. **Approval of Minutes** - To approve the September 1, 2020 Common Council Meeting Minutes. Motion: Alderman Heft. Second: Alderman Rauch. With all in favor, the motion carried.

6. **Letters and Communications** - To approve the excused absence of Alderman Bauman at the 9/15/2020 Committee of the Whole and Common Council meeting.

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

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

Mayor Hefty reported that she and Administrator Walters met with members of the Burlington Coalition of Dismantling Racism to talk about creating awareness and working with the coalition, schools, businesses, and people. Mayor then gave a brief history of Burlington's past and its involvement in the abolition of slavery, including Dr. Edward Dyer's efforts and participation of the underground railroad.

Alderman Rauch reported that the September Park Board meeting was canceled, and then asked Director Riggs when leaf pick up would begin. Riggs responded pick up would begin when the leaves fall which is typically in October, but that people can utilize the compost site until then.

Alderman Meyer noted that a Chamber Representative has not been present at the Council meetings but stated it would be nice to get a sense of how our businesses are doing with the pandemic going on

and if there are any areas the City can assist.

Administrator Walters announced that the City of Burlington is a recipient of the Wisconsin Department of Tourism Grant for the JEM Grant and will be engaging SpencerGraham and will bring forward to the second meeting of October the contracts and all necessary documentation for working with the Department of Tourism and hopefully get the movement started in the early part of November.

8. **Reports** - To approve Reports 1-3 as submitted.

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

9. **Payment of Prepaids and Vouchers** - To approve the Prepaids and Vouchers list for bills accrued through September 15, 2020.

Motion: Alderman Preusker. Second: Alderman Meyer. Roll Call Vote: Aye - 7. Nay - 0. The motion carried.

10. **Licenses** - To approve a request from Not Your Grandma's Pantry, located at 165 W. Chestnut Street, for a Temporary Extension to their Liquor License Premise Description, contingent on approval of their Special Event Application submitted for September 26, 2020.

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

11. **Special Events** - To consider approval of each individual Special Event application by named event as submitted below.

- Fundraiser for the Rochester Volunteer Fire Department

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

- Light Up the Night
- Fall Wine Trail 2020
- 2020 Christmas Parade and Santa's Chalet

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

12. **Appointments and Nominations**

- To approve the appointment of Gayleen Handel as an election inspector for the 2020-2021 election season.
- To approve the appointment of Cassandra Quist to the Park Board, to replace Jason Ledbetter.

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

13. **PUBLIC HEARINGS:**

- A. Mayor Hefty opened a Public Hearing at 7:39 p.m. to hear comments and concerns regarding a rezone request for property located along Falcon Ridge Drive.

Ty Faust, 1100 Cooper Hawk Drive, stated he had traffic concerns regarding the proposed development and requested more information.

Motion to Close the Public Hearing: Alderman Grandi. Second: Alderman Meyer. With all in favor, the motion carried and the Public Hearing was closed at 7:46 p.m.

- B. Mayor Hefty opened the Public Hearing at 7:46 p.m. to hear comments and concerns regarding City of Burlington's intention to exercise its police power in accordance with §66.0703, Wis. Stats., and §274-3 of the Code of the City of Burlington to levy special assessments upon property for reconstruction of various sidewalks.

There were no comments.

Motion to close the Public Hearing: Alderman Heft. Second: Alderman Meyer. With all in favor, the motion carried and the Public Hearing was closed at 7:47 p.m.

14. **RESOLUTIONS:**

- A. **Resolution 5029(25)** - Authorizing the Disposal of two DPW trucks and various small engine equipment through public auction by J.J. Kane Auctioneers.

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

- B. **Resolution 5030(26)** - To approve Change Order #1 for the 2020 Street Improvement Program.

Motion: Alderman Schultz. Second: Alderman Heft. Roll Call Vote: Aye - 7. Nay - 0. The motion carried.

- C. **Resolution 5031(27)** - To approve a Jurisdictional Transfer Agreement between Wisconsin Department of Transportation, Racine County and the City of Burlington.

Motion: Alderman Preusker. Second: Alderman Meyer. Roll Call Vote: Aye - 7. Nay - 0. The motion carried.

15. **ORDINANCES:** NONE

16. **MOTIONS:**

- A. **Motion20-982** - To direct Riverview Manor in having their own general liability & workers compensation policy.

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

17. **ADJOURNMENT**

Motion: Alderman Kott. Second: Alderman Preusker. With all in favor, the motion carried and the meeting was adjourned at 7:50 p.m.

Minutes respectfully submitted by:

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Diahnn C. Halbach  
City Clerk  
City of Burlington