



**AGENDA  
COMMON COUNCIL**

**Tuesday, March 16, 2010**

**To immediately follow the 6:30 p.m. Committee of the Whole meeting  
Common Council Chambers, 224 East Jefferson Street**

Mayor Robert Miller  
Robert Prailes, Alderman, 1<sup>st</sup> District  
Edward Johnson, Alderman, 1<sup>st</sup> District  
Jim Prailes, Alderman, 2<sup>nd</sup> District  
Peter Hintz, Alderman, 2<sup>nd</sup> District  
Tom Vos, Council President and Alderman, 3<sup>rd</sup> District  
Steve Rauch, Alderman, 3<sup>rd</sup> District  
Katie Simenson, Alderman, 4<sup>th</sup> District  
Jeff Fischer, Alderman, 4<sup>th</sup> District

High School Representatives

XinLei Wang, Burlington High School  
Bonit Gill, Catholic Central High School

1. Roll Call
2. Pledge of Allegiance to the Flag.
3. Citizen Comments.
4. Chamber of Commerce Representative.
5. Approval of the Common Council minutes for March 2, 2010 and the Special Common Council minutes for March 4, 2010. (*J. Fischer*)
6. Letters and Communications: None.
7. Reports by Aldermanic Representatives and Department Heads.
8. Reports: 1 – 5 (*T. Vos*)
  - Report 1 – Park Board minutes, February 11, 2010
  - Report 2 – Plan Commission minutes, February 17, 2010
  - Report 3 – Common Council Workshop minutes, February 23, 2010
  - Report 4 - Committee of the Whole minutes, March 2, 2010
  - Report 5 – Board of Public Works minutes, March 19, 2010
9. Payment of Vouchers. (*R. Prailes*)
10. Licenses and Permits. (*E. Johnson*)

11. Appointments and Nominations:

- A. To appoint Michael Kelly to the Library Board to replace Bridget Savaglia, term to expire July 1, 2011. (*J. Prailes*)

12. **PUBLIC HEARINGS:**

- A. A public hearing to hear public comments regarding a resolution petitioning the Secretary of Transportation for Airport Improvement Aid to replace a rotating beacon at the Burlington Municipal Airport. (*P. Hintz*)

13. **RESOLUTIONS**

- A. Resolution 4407(83) to approve the award of the Beaumont Field Lighting System Installation bid from Pieper Electric, Inc. for the not-to-exceed amount of \$165,157. This item was discussed at tonight's Committee of the Whole meeting. (*T. Vos*)
- B. Resolution 4408(84) to consider adopting an Administrative Services Agreement between the City and the International City Management Association Retirement Corporation. This item was discussed at tonight's Committee of the Whole meeting. (*S. Rauch*)
- C. Resolution 4409(85) to approve a Certified Survey Map for the City of Burlington for property at 400 N. Dodge Street. This item was discussed at tonight's Committee of the Whole meeting. (*K. Simenson*)

14. **ORDINANCES**

None.

15. **MOTIONS**

- A. Motion 10-681 to consider authorizing the Veteran's Memorial Day Parade on May 31, 2010. This item was discussed at the March 2, 2010 Committee of the Whole meeting. (*J. Fischer*)

16. **ADJOURNMENT** (*R. Prailes*)

*Note: If you are disabled and have accessibility needs or need information interpreted for you, please call the City Clerk's Office at 262-342-1161 at least 24 hours prior to the meeting.*

**City of Burlington  
Official Minutes  
Common Council  
Robert Miller, Mayor  
Beverly R. Gill, City Clerk  
March 16, 2010**

**1. CALL TO ORDER - ROLL CALL**

Mayor Miller called the meeting to order at 6:30 p.m. starting with roll call. Aldermen present: Robert Prailes, Ed Johnson, Peter Hintz, Jim Prailes, Tom Vos, Steve Rauch, Katie Simenson, Jeff Fischer Student members present: Bonit Gill Absent: Tony Wang

Staff present: City Attorney John Bjelajac, City Administrator Kevin Lahner, Assistant to the Administrator Megan Johnson, Police Chief Peter Nimmer, Library Director Gayle Falk, Director of Public Works Connie Wilson, Department of Public Works Supervisor Dick Pieters, Tom Foht of Kapur Engineering

**2. PLEDGE OF ALLEGIANCE**

Mayor Miller led the council, staff and audience in the Pledge of Allegiance.

**3. CITIZEN COMMENTS**

None

**4. CHAMBER OF COMMERCE REPRESENTATIVE**

Mr. Darrell Davis representing the Chamber of Commerce was in attendance. He reminded council members of the upcoming chamber's "After Hours" at the new CPI site on March 18<sup>th</sup> and the home show to be held on March 27<sup>th</sup> at Burlington High School.

**5. APPROVAL OF COMMON COUNCIL MINUTES**

A motion was made by Fischer with a second by Rauch to approve the minutes of the March 2, 2010 Common Council Meeting and the Special Common Council minutes from March 4, 2010. With all in favor, the motion carried.

**6. LETTERS AND COMMUNICATIONS**

None

**7. REPORTS BY ALDERMANIC REPRESENTATIVES & DEPARTMENT HEADS**

Wilson extended an invitation to the aldermen to visit Germantown and Pewaukee to tour their radium remediation facilities. Alderman Jim Prailes and Johnson expressed interest. The tour will take place either this Thursday or Friday.

**8. REPORTS 1-5**

A motion was made by Vos with a second by Jim Prailes to approve Reports 1-5. With all in favor, the motion carried.

**9. PAYMENT OF VOUCHERS**

A motion was made by Bob Prailes with a second by Johnson to approve Prepays (\$141,316.40), Vouchers (\$165,770.22), and Reimbursements (\$523.12) for a grand total of \$307,609.74 Discussion: Johnson questioned the expenditure for L.F. Green Development. Lahner explained that the bills were for the downtown redevelopment. Roll Call Ayes: Bob Prailes, Johnson, Hintz, Jim Prailes, Vos, Rauch, Fischer, Simenson Nays: None Motion carried 8-0

**10. LICENSES AND PERMITS**

A motion was made by Johnson with a second by Bob Prailes to approve the licenses as presented. With all in favor, the motion carried.

**11. APPOINTMENTS AND NOMINATIONS**

A motion was made by Jim Prailes with a second by Rauch to accept the appointment of Mr. Michael Kelly to the Library Board. With all in favor, the motion carried.

**12. PUBLIC HEARINGS**

**"A PUBLIC HEARING TO HEAR PUBLIC COMMENTS REGARDING A RESOLUTION PETITIONING THE SECRETARY OF TRANSPORTATION FOR AIRPORT IMPROVEMENT AID TO REPLACE A ROTATING BEACON AT THE BURLINGTON MUNICIPAL AIRPORT"**

The mayor opened the public hearing at 7:17 p.m. There were no public comments. A motion was made by Hintz with a second by Jim Prailes to close the public hearing. With all in favor, the public hearing closed at 7:17 p.m.

**13. RESOLUTIONS ADOPTED**

**A. RESOLUTION 4407(83) "A RESOLUTION TO APPROVE THE AWARD OF THE BEAUMONT FIELD LIGHTING SYSTEM INSTALLATION BID FROM PIEPER ELECTRIC, INC. FOR THE NOT-TO-EXCEED AMOUNT OF \$145,451"**

A request for a second reading and motion to adopt was made by Vos with a second by Jim Prailes. Roll Call Ayes: Bob Prailes, Johnson, Hintz, Jim Prailes, Vos, Rauch, Fischer, Simenson Nays: None Motion carried 8-0

**B. RESOLUTION 4408(84) "A RESOLUTION TO CONSIDER ADOPTING AN ADMINISTRATIVE SERVICES AGREEMENT BETWEEN THE CITY OF BURLINGTON AND THE INTERNATIONAL CITY MANAGEMENT ASSOCIATION RETIREMENT CORPORATION"**

A request for a second reading and motion to adopt was made by Rauch with a second by Simenson. With all in favor, the motion carried.

**C. RESOLUTION 4409(85) "A RESOLUTION TO APPROVE A CERTIFIED SURVEY MAP FOR THE CITY OF BURLINGTON FOR PROPERTY AT 400 NORTH DODGE STREET"**

A request for a second reading and motion to adopt was made by Simenson with a second by Hintz. Roll call Ayes: Bob Prailes, Johnson, Jim Prailes, Hintz, Vos, Rauch, Fischer, Simenson Nays: None Motion carried 8-0

**14. ORDINANCES ADOPTED**

None

**15. MOTIONS ADOPTED**

**A. MOTION 10-681 "A MOTION TO CONSIDER AUTHORIZING THE VETERAN'S MEMORIAL DAY PARADE ON MAY 31, 2010"**

A motion was made by Fischer with a second by Johnson to adopt. With all in favor, the motion carried.

At this time Fischer questioned what had happened to the agenda item known as "Other Matters" as it was not listed on this evening's agenda. The mayor stated that it was eliminated from the city's agenda due to other jurisdiction's difficulty with the wording of "Other Matters" listed on their agendas. The mayor stated another issue on the agenda is the Department Head Reports. The mayor has requested the city attorney to review the city's agendas and make recommendations.

**16. ADJOURNMENT**

A motion was made by Bob Prailes with a second by Simenson to adjourn the meeting. With all in favor, the meeting adjourned at 7:37 p.m.

Beverly R. Gill  
City Clerk  
City of Burlington  
Racine and Walworth Counties



**CITY OF BURLINGTON**

**Administration Department**  
300 N. Pine Street, Burlington, WI, 53105  
(262) 342-1161 – (262) 763-3474 fax  
www.burlington-wi.gov

<b>Common Council Agenda Item Number: 8</b>	<b>Date:</b> March 16, 2010
<b>Submitted By:</b> City Staff	<b>Subject:</b> Reports 1-5

**Details:**

Attached please find the following reports:

- Report 1 – Park Board minutes, February 11, 2010
- Report 2 – Plan Commission minutes, February 17, 2010
- Report 3 – Common Council Workshop minutes, February 23, 2010
- Report 4 - Committee of the Whole minutes, March 2, 2010
- Report 5 – Board of Public Works minutes, March 19, 2010

**Options & Alternatives:**  
N/A

**Financial Remarks:**  
None.

**Executive Action:**  
Staff recommends that the Council accept these reports at the March 16, 2010 Common Council meeting.



**CITY OF BURLINGTON  
PARK BOARD MINUTES  
THURSDAY, FEBRUARY 11, 2010 MEETING  
6:30 PM  
165 West Washington Street, Burlington, WI 53105**

Chairman Darrel Eisenhardt, Commissioners Clay Brandt, Tom Follis, Kelly Kamlager, Todd Schalinske, Peter Turke, Alderman Bob Prailes, DPW Supervisor Richard Pieters, Students Paul Dixon and Mac Sheperd

**Chairman Darrel Eisenhardt called the meeting to order at 6:30 P.M.**

**Roll Call:**

Present: Commissioners Tom Follis, Kelly Kamlager, Peter Turke, Alderman Bob Prailes, DPW Supervisor Richard Pieters, Students Paul Dixon and Mac Sheperd, and Chairman Darrel Eisenhardt. Excused: Clay Brandt. Commissioner Todd Schalinske arrived at 6:32 P.M.

Chairman Eisenhardt welcomed students Paul Dixon from Burlington High School and Mac Sheperd from Catholic Central High School.

**Approval of January 27, 2010 Minutes:**

Chairman Eisenhardt entertained a motion for approval of the January 27, 2010 Minutes. Motion to approve made by Alderman Prailes. Seconded by Commissioner Kamlager. All voted aye, motion carried.

**Citizens Comments:**

Bill Milatz was present and asked what the City's plans were for the old poles from Beaumont field, once the new ones have been installed. Richard Pieters stated that he had previous discussion for the possibility of using them on the Chocolate Fest parking grounds, and any lights that are in working condition could be used for other areas. Any parts such as metal that are salvageable would be sold and the monies put towards the new lights at Beaumont.

Mr. Milatz also asked the Park Boards permission to put up a permanent Hall of Fame Wall on the west side of the concession stand at Beaumont field. Prices were currently being obtained, and the wall would honor previous persons who have been invaluable to baseball in Burlington through out the years. The size presented was 4' X 6' (approximate size), with names engraved, under glass or Plexiglas. Placing the names would become an annual event.

The Park Board was concerned weather the Board would meet sign regulations as stated in the City of Burlington municipal code. Alderman Prailes to check with Pat Scherrer, Building Inspector for code compliance, but other than that, all thought it was a nice gesture.

Chairman Eisenhardt entertained a motion for approval of the Hall of Fame Wall as presented by Bill Milatz. Motion to approve made by Alderman Prailes. Seconded by Commissioner Schalinske. All voted aye, motion carried.

**Aldermanic Report:**

Updates below.

**DPW Supervisor Report:**

Richard Pieters, DPW Supervisor reported the bids for Beaumont lighting had gone out and were due by February 26, 2010. There was discussion regarding extra lights from the old poles, and Mr. Pieters stated they would keep them for future use in other areas.

**New Business**

**a. Roof replacement for Branen Concession Stand and Bathrooms:**

Richard Pieters stated the roof needed replacement and bathrooms needed repair. Although these items were not on the budget for 2010, Mr. Pieters felt both were necessary to prevent further damage to the building. Alderman Prailes will examine and make possible suggestions.

**b. Lights at Echo Park for skating/Picnic Tables:**

Mr. Pieters stated the picnic tables were placed for skating use; however, the lighting situation was still being worked on.

**c. Status of City bid letting for lights at Beaumont Field:** Mr. Pieters stated bids were due by February 26, 2010, and installation should take place in early spring. A meeting was scheduled for February 19, 2010, at Beaumont Field, for any contractor interested in examining what was needed.

**d. BB2000/Dick Imrie Tail Gate Roast (Bill Milatz)** Mr. Milatz informed the Park Board there will be a Tail Gate Roast on March 25, 2010 at the Veteran's Terrace with the first banquet honoring Dick Imrie. The time being from 5:30 - 9:00Pm, tickets \$20.00 per ticket. Tickets may also be purchased at the door. Any addition money would go towards the lighting installation at Beaumont. Mr. Milatz extending an invitation to all board members.

**Old Business:**

**a. Approve and recommend to council the firm to write the Park Comprehensive Plan:** The Commissioners discussed each of the companies' presentations for the City of Burlington Comprehensive Par, Recreation and Open Space Plan. Each listed the various pros and cons for each company, but all were in agreement that Schreiber Anderson would best suit the Park Board's needs. Schreiber Anderson also offered to write the first grant application for free.

Chairman Eisenhardt entertained a motion to recommend approval to the Council for Schreiber-Anderson to compile the City's Comprehensive Park Plan as presented. Motion made by Commissioner Follis. Seconded by Commissioner Turke.

Discussion regarding cost and the free grant application to be included in the motion. Commissioner Follis motioned to amend the original motion to include the cost of \$9645.00, to provide the Park Comprehensive Plan, in addition to including the first grant application to be written at no charge. Seconded by Commissioner Turke. All voted aye, motion carried. A Roll Call vote was taken with all voting aye. Nays: None.

- b. Update on Devor Park/Ski Hill:** Mr. Pieters stated that the fence had been installed by the ski hill as requested. There was discussion of possibly putting up a permanent sign stating the times for use in addition to violators will be ticketed.
- c. Use of Bushnell Garage for storage:** Richard Pieters stated he had heard nothing new regarding the use of Bushnell garage other than once the County builds a new one at Fischer Park, the City could at that time use the garage at Bushnell.

#### **Other Items**

**There being no further items for discussion, Chairman Eisenhardt entertained a motion for adjournment. Motion to adjourn made by Commissioner Kamlager. Seconded by Commissioner Schalinske. All voted aye, and Chairman Eisenhardt adjourned the meeting at 7:29 P.M.**

**Minutes respectfully submitted by:**

**Deb Rintamaki  
Department of Public Works**



**Administration Department**  
300 N. Pine Street, Burlington, WI, 53105  
(262) 342-1161 – (262) 763-3474 fax  
www.burlington-wi.gov

**Minutes**  
**City of Burlington Plan Commission**  
**Police Dept. Courtroom**  
**February 17, 2010, 6:00 p.m.**

Mayor Miller called the Plan Commission meeting to order this Tuesday evening at 6:30 p.m. followed by roll call: Aldermen Tom Vos and Steve Rauch; Commissioners Chris Reesman, Darrel Eisenhardt and Bob Henney; Student Representatives Carrie Coppennoll and Richie Hoffman were present. Commissioner John Lynch was excused. Town of Burlington Representative Phil Peterson was absent. Also present were City Planner Patrick Meehan and Building Inspector/Zoning Administrator Patrick Scherrer.

**APPROVAL OF MINUTES**

Alderman Vos moved and Commissioner Eisenhardt seconded to approve the minutes of January 12, 2010. All were in favor and the motion carried.

**CITIZEN COMMENTS**

None

**PUBLIC HEARINGS**

None

**OLD BUSINESS**

None

**NEW BUSINESS**

**A. Consideration to approve Resolution Number 5 recommending the amendment of the Multi-Jurisdictional Comprehensive Plan as requested by John Hotvedt on behalf of Spiegelhoff Development, LLC to rezone 672 W. State Street.**

- Mayor Miller opened this issue for discussion.
- Administrator Lahner stated that this was the first time a Comprehensive Plan amendment has come before the commission and the City has created a streamlined process to process amendment requests. Patrick Meehan added that an amendment requires much more paperwork than a typical rezone request due to state statutes which is reflected in his memorandum.

- Attorney John Hotvedt representing the applicant was present for questions. Attorney Hotvedt explained to the commission that Spiegelhoff, LLC would like to occupy the existing house to use as their corporate office. There would be approximately three to five employees with no structural changes to the building. He further stated he feels the property is better suited as a commercial property than residential because of the adjacent property zoning except for the properties to the east, west and south.
- Commissioner Eisenhardt questioned what the zoning to the east is. Administrator Lahner stated it is Rm-2 and Rs-2, Single and Multiple Family districts.
- Commissioner Reesman stated he is concerned that a split zoning of B-1 and Rs-3 is not requested to reflect what was done on the adjacent properties to the west (Gooseberries). Patrick Meehan stated that a split zoning is not allowed per the current city ordinance.
- Attorney Hotvedt stated he understands the concern of neighbors to the north and northeast with commercial zoning. He further stated that if Spiegelhoff, LLC were to sell the property in the future the parcel is too small to commercially develop per city code.
- Commissioner Henney arrived at 6:25 p.m.
- Patrick Meehan stated that standard bufferyards of 15 to 35 feet are within the code that could be applied to protect the Single-Family districts.
- Alderman Vos stated that in the 1980's the Plan Commission required the property to the west that Gooseberries resides on to split the zoning with B-1 to the south and Rs-3 to the north. He was concerned that this may not have been allowed per city code at that time and doesn't feel comfortable requiring it now. He further stated he is concerned with the Gooseberries property if it were to be resold and if the split zoning affects the property value. Administrator Lahner stated dual zoned properties have a potential to create problems down the road. He further stated that the city ordinance in the 1980's may have allowed dual zoning and could have been amended since then.
- Attorney Hotvedt stated his clients would be more than happy to split the zoning however it is not allowed. He further stated that if this request is denied he feels the parcel will eventually be requested to rezone to a multiple family district. From a planning and neighborly standpoint, his request protects the residential properties.
- Attorney Bjelajac stated a restrictive covenant by the property owner could be applied to the parcel that would essentially create a buffer zone that could only be used for residential purposes. Patrick Meehan stated a restrictive covenant would need to be voluntary.
- Nancy Foster, 171 Beth Court approached the commission stating her property abuts the subject property and feels the subject property contributes to residential atmosphere and buffers the noise from Gooseberries. She stated she is concerned with future use of the property if Spiegelhoff were to combine the lots they own.

- John Helm, 163 Beth Court stated he has the same concerns as Ms. Foster and would like to see the property remain as residential.
- Mayor Miller stated the commission has options as to what they would like to require; a restrictive covenant, a certified survey map splitting the parcel, or allowing it to go as requested. Patrick Meehan stated the property would need to be split as 2/3 residential and 1/3 commercial due to access to the property. Attorney Hotvedt stated they would be willing to split the parcel if it could have a viable use but feels the property is too small to do so.
- Alderman Vos questioned what the deadline is for the sale of the property to Spiegelhoff, LLC. Attorney Hotvedt stated it is scheduled for closing in March but that the sellers are flexible and could push back the date.
- There were no further comments.

Alderman Vos moved and Alderman Rauch seconded to table this item. A roll call vote was taken; Ayes: Vos, Rauch, Eisenhardt, Henney and Reesman; Nays: none. Motion carried 5-0.

**B. Consideration to recommend approval of a Rezone request by John Hotvedt on behalf of Spiegelhoff Development, LLC to rezone 672 W. State Street from the Rs-3 Single-Family Residence District to B-1 Neighborhood Business District to use the existing residential structure as an office.**

- Mayor Miller opened this issue for discussion.
- There were no comments.

Alderman Vos moved and Alderman Rauch seconded to table this item. A roll call vote was taken; Ayes: Vos, Rauch, Eisenhardt, Henney and Reesman; Nays: none. Motion carried 5-0.

**C. Consideration to recommend approval of a rezone request to the Common Council for property adjacent to 6551 S. Pine Street from A-1, Agricultural District to I-1, Institutional District for use with the Combined Department of Public Works Facility.**

- Mayor Miller opened this issue for discussion.
- There were no comments.

Alderman Vos moved and Commissioner Eisenhardt seconded to recommend approval of a rezone request for property immediately south of 6551 S. Pine Street, subject to Patrick Meehan's January 29, 2010 memorandum to the Plan Commission as follows:

- Holding of a Public Hearing under the requirements of Section 315-121 of the City Zoning Ordinance.

*All in favor and the motion carried.*

**OTHER MATTERS**

None

**ADJOURNMENT**

Commissioner Eisenhardt moved and Alderman Vos seconded to adjourn the meeting at 6:40 p.m. All were in favor and the motion carried.

A handwritten signature in black ink, appearing to read "Megan E. Johnson". The signature is fluid and cursive, with a large initial "M" and "J".

Recording Secretary  
Megan E. Johnson  
Assistant to the City Administrator

DRAFT

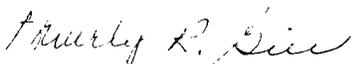
**City of Burlington  
Official Minutes  
Council Workshop  
Wastewater Treatment Plant  
6551 South Pine Street  
Robert Miller, Mayor  
Beverly R. Gill, City Clerk  
February 23, 2010**

The Council Workshop began at 6:30 p.m. with the following council members in attendance:  
Aldermen: Bob Prailes, Edward Johnson, Peter Hintz, Jim Prailes, Tom Vos, Katie Simenson.

Layne Christensen Company discussed the radium and gross alpha levels existing in City Wells 9, 10 and 11.

There were no decisions made at the workshop.

The meeting adjourned at 9:00 p.m.



Beverly R. Gill  
City Clerk  
City of Burlington  
Racine and Walworth Counties

DRAFT

CITY OF BURLINGTON  
Committee of the Whole Minutes  
Robert Miller, Mayor  
Beverly R. Gill, City Clerk  
March 2, 2010

1. **CALL TO ORDER/ROLL CALL**

Mayor Miller called the meeting to order at 6:30 p.m. starting with roll call. Aldermen present: Robert Prailes, Ed Johnson, Peter Hintz, Jim Prailes, Tom Vos, Steve Rauch, Katie Simenson, Jeff Fischer Student members Excused: Tony Wang Absent: Bonit Gill

Staff present: City Attorney John Bjelajac, Assistant to the Administrator Megan Johnson, Fire Chief Dick Lodle, Library Director Gayle Falk, Lt. Mark Anderson, Department of Public Works Supervisor Dick Pieters, Treasurer Bridget Souffrant, Building Inspector Patrick Scherrer, Tom Foht of Kapur Engineering

2. **CITIZENS COMMENTS**

City of Burlington Crossing Guard Ms. Michelle Davis of 233 South Pine Street appeared at the Committee of the Whole to defend her reasoning for parking her vehicle in the location that she has chosen while at her job as crossing guard. She stated that she has been a crossing guard at the Market and Kane Street crossing for ten years and has always parked in the same spot. She recently was advised that she would no longer be able to park there because it was causing interference in the vision triangle.

The mayor requested the Police Department to observe the situation to see if there is a better solution.

**APPROVAL OF MINUTES FROM FEBRUARY 17, 2010**

A motion was made by Johnson with a second by Jim Prailes to approve the minutes from the February 17, 2010 Committee of the Whole meeting. With all in favor, the motion carried.

4. **RESOLUTION 4398(74) "A RESOLUTION TO CONSIDER APPROVING THE AWARD OF BID FOR THE 2010 UTILITY AND SIDEWALK IMPROVEMENT PROGRAM TO WANASEK CORPORATION FOR THE NOT-TO-EXCEED AMOUNT OF \$413,026"**

Mayor Miller introduced Resolution 4398(74) for discussion. Rauch questioned if this is part of the Wisconsin Department of Transportation Program for 2010. The mayor stated this is the city's sidewalk and utility program and not the Department of Transportation's project.

This resolution is scheduled for this evening's Common Council Meeting.

5. **MOTION 10-681 "A MOTION TO CONSIDER AUTHORIZING THE VETERAN'S MEMORIAL DAY PARADE ON MAY 31, 2010"**

Mayor Miller introduced Motion 10-681 for discussion. There was no discussion on this motion.

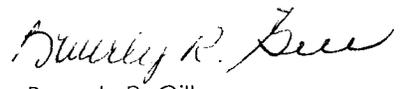
This motion is scheduled for the March 16, 2010 Common Council Meeting.

6. **OTHER MATTERS**

Vos questioned if the repair work for Kane Street had been bid out. The mayor replied this is a state project and the state is in charge of the bidding process.

7. **ADJOURN**

A motion was made by Jim Prailes with a second by Simenson to adjourn the meeting. With all in favor, the motion carried and the meeting adjourned at 6:40 p.m.



Beverly R. Gill  
City Clerk  
City of Burlington  
Racine and Walworth Counties

Board of Public Works  
2009 Street and Sidewalk Improvement Program  
Tuesday, March 19, 2009  
Council Chambers  
3:00 p.m.

The Board of Public Works was called to order by Mayor Robert Miller at 3:00 p.m. with the following in attendance: Attorney Tom Kircher, Alderman Katie Simenson, City Administrator Mr. Kevin Lahner, Utility Manager Ms. Connie Wilson, Public Works Supervisor Mr. Larry Gobel, Engineering Technician Ms. Judy Gerulat, Alderman Ed Johnson, Mr. Mike Timmers and Mr. Tom Foht of Kapur Engineering

A motion was made by Simenson to accept the March 13, 2008 Minutes. Attorney Kircher seconded the motion and with all in favor the motion carried.

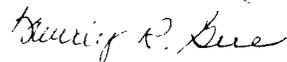
The attached list of bids for both the 2009 Street/Sidewalk Program and the McHenry Street Utility Improvement were at that time opened and read

A motion was made by Simenson to refer the bids for the 2009 Street and Sidewalk Program to engineering staff for recommendation. Attorney Kircher seconded the motion and all were in favor.

A motion was made by Simenson to refer the bids for the McHenry Street Utility Improvement to engineering staff for recommendation.

Simenson made a motion to adjourn the meeting. Attorney Kircher seconded the motion and with all in favor the Bid Opening adjourned at 3:17 p.m.

Respectfully submitted,



Beverly R. Gill  
City Clerk  
City of Burlington  
Racine and Walworth County

2009 Street Sidewalk Program  
And  
McHenry Street Utility Improvements

<b>McHenry Street Utility Improvements</b>	<b>Reesman's Excavating</b>	<b>James Peterson and Sons</b>	<b>O &amp; M Excavating and Grading</b>	<b>Willkomm Excavating and Grading</b>	<b>Globe Contractors</b>	<b>Advance Construction</b>	<b>Wanasek Corporation</b>	<b>A.W. Oakes</b>
Total Base Bid:	\$434,529.65	\$256,059.50	\$350,865.50	\$365,549.24	\$506,149.00	\$335,000.00	\$288,825.00	\$440,420.00
Addendum No. 1	x	x	x	x	x	x	x	x
Bid Guaranty	Bid Bond	Bid Bond	Bid Bond	Bid Bond	Bid Bond	Bid Bond	Bid Bond	Bid Bond
<b>2009 Street and Sidewalk Improvement Program</b>	<b>Reesman's Excavating</b>	<b>Willkomm Excavating and Grading</b>	<b>Wanasek Corporation</b>	<b>Payne &amp; Dolan</b>				
Total Base Bid	\$1,053,896.30	\$876,734.17	\$839,648.90	\$877,261.05				
Alternate #1- Maryland Avenue Storm Improvements	\$131,283.75	\$114,561.21	\$109,458.25	\$112,955.50				
Addendum No. 1	x	x	x	x				
Bid Guaranty	Bid Bond	Bid Bond	Bid Bond	Bid Bond				



**CITY OF BURLINGTON**

**Finance Department**

300 N. Pine Street, Burlington, WI 53105  
Phone: (262) 342-1170 Fax: (262) 342-1178  
www.burlington-wi.gov

<b>Common Council Agenda Item Number:</b> 9	<b>Date:</b> March 16, 2010
<b>Submitted By:</b> Kevin Lahner, Administrator/Treasurer	<b>Subject:</b> Prepays and Vouchers

<b>Details:</b>	
Attached please find the Prepays and Vouchers list for bills accrued through March 16, 2010:	
Total Prepays:	\$141,316.40
Total Vouchers:	\$165,770.22
Reimbursements:	\$523.12
 Grand Total:	 <u>\$307,609.74</u>

**Options & Alternatives:** Approve expenditures as presented or alter purchasing procedures.

- Financial Remarks: 5 Largest Disbursements on Prepays and Vouchers**
- 1) Bray Associates Architects, Inc. – For new Public Works Facility \$49,920.00
  - 2) Bray Associates Architects, Inc. – For new Public Works Facility \$46,080.00
  - 3) LF Green Development, LLC – Downtown Redevelopment Grant Reimbursable \$32,240.20
  - 4) LF Green Development, LLC – Downtown Redevelopment Grant Reimbursable \$14,905.00
  - 5) All-Communications, Inc – Badger Tracs Server and hardware \$10,311.00

**Executive Action:**  
Staff recommends that the Common Council accept these Prepays and Vouchers in the amount of \$307,609.74 at the March 16, 2010 Council meeting.



## CITY OF BURLINGTON

City Clerk

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

<b>Common Council Agenda Item Number: 10</b>	<b>Date:</b> March 16, 2010
<b>Submitted By:</b> Beverly R. Gill, City Clerk	<b>Subject:</b> Licenses

**Details:**

The alcohol license lists for applications accrued through March 16, 2010 are as follows:

**Licenses Recommended for Approval**

Operator's Licenses

Engebretson, Amber L  
Leonard, Mary C.

Class "B" Beer and "Class C" Wine

Name: Grater Tater LLC  
Address: 140 West Chestnut Street  
Agent: Michlynn M. Gebel  
Trade Name: Grater Tater Restaurant  
Address: 140 West Chestnut Street

The Police Department has performed a background check on these applicants and recommends approval for the applicants to receive an Operator's License.

**Options & Alternatives:**

**Financial Remarks:**

Applicants are charged a fee of which a portion funds the background checks performed by the Police Department. Business licenses fees are calculated on a case by case basis depending on the type of license applied for.

**Executive Action:**

Staff recommends the Common Council accept the presented licenses at the March 16, 2010 Council meeting.



**CITY OF BURLINGTON**

**Administration Department**  
300 N. Pine Street, Burlington, WI, 53105  
(262) 342-1161 – (262) 763-3474 fax  
www.burlington-wi.gov

<b>Common Council Agenda Item Number: 11</b>	<b>Date:</b> March 2, 2010
<b>Submitted By:</b> Mayor Miller	<b>Subject:</b> Appointment A

**Details:**

A. To appoint Michael Kelly to the Library Board to replace Bridget Savaglia, term to expire July 1, 2011.

**Options & Alternatives:**

**Financial Remarks:**  
None.

**Executive Action:**

Staff recommends that the Council accept this appointment at the March 16, 2010 Common Council meeting.

**LLOYD, PHENICIE, LYNCH, KELLY, HOTVEDT & TERRY, S.C.**

**ATTORNEYS AT LAW**

DENNIS R. LYNCH  
MICHAEL J. KELLY  
JOHN E. HOTVEDT  
TODD A. TERRY

432 MILWAUKEE AVENUE  
POST OFFICE BOX 700  
BURLINGTON, WISCONSIN 53105

PATRICK M. LLOYD, Of Counsel  
R. WILLIAM PHENICIE, Of Counsel

TELEPHONE: (262) 763-2451  
FACSIMILE: (262) 763-8169

March 12, 2010

**VIA E-MAIL**

**mayor@burlington-wi.gov**

Mayor Bob Miller  
City Hall

Re: Library Board

Dear Bob:

Attached is my brief profile for submission to the Common Council. I understand they will review it to consider my appointment of me to the Burlington Library Board.

Thank you.

Yours truly,

LLOYD, PHENICIE, LYNCH, KELLY,  
HOTVEDT & TERRY, S.C.



Michael J. Kelly

MJK:klm  
Enclosure

**Michael Kelly**  
**Lawyer**  
**Lloyd, Phenicie, Lynch, Kelly, Hotvedt & Terry, S.C.**  
**Burlington, Wisconsin**

Michael Kelly is in his 28<sup>th</sup> year as an attorney at law and has been a member of his law firm for 26 years.

A native of Burlington, Wisconsin, and a lifelong patron of the Burlington Library, he previously served on the Library Board in the late 1990s.

Kelly graduated from St. Mary's Grade School, Burlington and is a 1970 graduate of Catholic Central High School in Burlington. Kelly is in his 26<sup>th</sup> year as a member of the Catholic Central High School Board of Directors, having served five - 2 year terms as President and ten years in another capacity as an officer of the Board.

February 14, 2010

Ms. Bridget Savaglia  
291 Robins Run  
Burlington, WI 53105

Ms. Gayle Falk  
Director  
Burlington Public Library  
166 E. Jefferson St.  
Burlington, WI 53105

Dear Gayle and Fellow Board Members,

I want to thank all of you for your dedication and commitment to our library, and the services it provides to the community. However, I believe the time has come for me to resign from the board. I wish I could continue to serve, but I have found that between my focus on my teaching position this year, and my priority to my family, I don't have a great deal of extra time for additional commitments. I feel it is in the best interest of all parties involved for me to resign my position, and allow another member of the community to become a Board Member.

Germaine Greer once wrote, "Libraries are reservoirs of strength, grace and wit, reminders of order, calm and continuity, lakes of mental energy, neither warm nor cold, light nor dark. The pleasure they give is steady...reliable, deep and long-lasting. In any library in the world, I am at home, unselfconscious, still and absorbed." I will continue to think of the Burlington Library as such a world, and I look forward to seeing the progress and improvements that I know are in store for the citizens of Burlington.

Best regards,

A handwritten signature in cursive script that reads "Bridget".

Bridget Savaglia



## CITY OF BURLINGTON

### Administration Department

300 N. Pine Street, Burlington, WI, 53105

(262) 342-1161 – (262) 763-3474 fax

[www.burlington-wi.gov](http://www.burlington-wi.gov)

<b>Common Council Agenda Item Number: 12A</b>	<b>Date:</b> March 16, 2010
<b>Submitted By:</b> Gary Meisner, Airport Manager	<b>Subject:</b> Public Hearing A for a petition for Airport Improvement Aid.

#### Details:

A Public Hearing has been scheduled to hear comments and concerns from the public regarding a petition to the Secretary of Transportation for Federal and/or State aid to replace the rotating beacon at the Municipal Airport.

#### Options & Alternatives:

A Public Hearing for Airport Improvement Aid is required by state law.

#### Financial Remarks:

State Aid for the replacement of the rotating beacon is estimated at \$10,000 as part of the Six-Year Airport Improvement Plan. The airport will fund the installation, currently estimated at \$2,000.

#### Executive Action:

This item is for public comment only.

THE COMMON COUNCIL OF THE CITY OF BURLINGTON

**NOTICE OF PUBLIC HEARING  
IN THE MATTER OF STATE AND FEDERAL AID  
FOR THE IMPROVEMENTS AT  
BURLINGTON MUNICIPAL AIRPORT, RACINE COUNTY,  
AND WALWORTH COUNTY WISCONSIN**

The City of Burlington, Wisconsin is considering petitioning the State of Wisconsin, Department of Transportation, for state and federal aid to undertake the following at the Burlington Municipal Airport:

- **To replace the rotating beacon.**
- **Any necessary related work for the rotating beacon replacement project.**

Notice is hereby given that the City of Burlington will hold a public hearing at 6:30 p.m. on March 16, 2010 in the Council Chambers located at 224 East Jefferson Street. All interested persons are invited to attend and present their views on the need for the proposed rotating beacon replacement project.

Parking for people with disabilities and an accessible entrance are available. Please contact the City Clerk's office at 342-1161 at least 24 hours in advance of the hearing to make specific accessibility requests.

Published in the Burlington Standard Press  
Date: March 2, 2010



**CITY OF BURLINGTON**

**Administration Department**  
300 N. Pine Street, Burlington, WI, 53105  
(262) 342-1161 – (262) 763-3474 fax  
www.burlington-wi.gov

<b>Common Council Item Number: 15A</b>	<b>Date:</b> March 16, 2010
<b>Submitted By:</b> Kevin Lahner, City Administrator	<b>Subject:</b> Motion 10-681 to approve the 2010 Memorial Day Parade.

**Details:**  
The annual Veteran’s Memorial Day Parade is now held in place of the ChocolateFest Parade. This annual parade honoring our nation’s veteran’s will be held on Monday, May 31 (Memorial Day) beginning at 8:30 a.m. and will follow the same route as last year’s parade. It will begin at Kane and Edward Streets and end at the Veteran’s Memorial located in Echo Park. Per the City Code §100-5, Special events applications for special event permits shall be submitted to the Common Council for approval.

**Options & Alternatives:**  
The Council could choose to deny the parade request.

**Financial Remarks:**  
N/A

**Executive Action:**  
This item was discussed at the March 2, 2010 Committee of the Whole meeting and is placed on the March 16, 2010 Common Council meeting for consideration.

# VETERAN'S MEMORIAL DAY PARADE - 2010

**Hello!**

We would like to formally invite you or your organization to participate in the **2010 Veteran's Memorial Day Parade**. We will be working hard to fulfill the needs of the parade participants as well as all of our spectators this year. Our continued focus remains that of Fun and Consistency. The ChocolateFest Committee and our local Veteran groups have once again combined efforts to present an honorable and enjoyable Memorial Day parade for the Burlington community!

Please note that there is a surge of people who wish to be in this year's parade. It is in your best interest to fill in the entry form below and send it back as quickly as possible!

## THINGS YOU WILL NEED TO KNOW:

1. Parade held on **MONDAY, MAY 31<sup>st</sup> 2010**
2. Pre-parade begins at **8:45am - sharp**. (\*Please note change)
3. Main-parade begins at **9:00am** – ends **10:30am - approx.**
4. **PARADE ROUTE SAME AS LAST YEAR.**

It will *begin* at Kane St./Edward St. and *end* at Echo Park

You are receiving this letter to invite you or your organization to participate in this year's parade. If you are interested in participating, PLEASE REPLY by returning the FORM below by FRIDAY - MARCH 27<sup>th</sup>, 2010. \*\*\**Any entries received after the deadline will automatically be placed on the waiting list.*

## PLEASE RETURN COMPLETED FORM TO:

**Attention: Mike Deans**  
**May's Insurance Agency**  
**500 N. Pine Street**  
**Burlington, WI 53105**

## CONTACT INFORMATION:

Mike Deans  
[mdeans@maysinsurance.com](mailto:mdeans@maysinsurance.com)  
262-716-6560 (please use email first)

After your entry has been processed, we will mail additional information (i.e. check-in procedures, line-up position, route map) to the contact person listed below. **Thank you!**

---

Name of Entry: \_\_\_\_\_

Description of Entry: \_\_\_\_\_

Contact Person: \_\_\_\_\_

Address: \_\_\_\_\_

Does your group charge a fee? YES/NO Amount \$\_\_\_\_\_ Make check payable to: \_\_\_\_\_

Any special requirements? (below) ie. *Horses/ parade positioning/other*

---

Approximate amount of space required for entry [*base on standard car length*]: 1 2 3 other\_\_\_