



**AGENDA**  
**COMMON COUNCIL**

**Tuesday, August 3, 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

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 July 20, 2010. *(R. Prailes)*
6. Letters and Communications:
  - A. A memo from Alderman Vos stating his absence from the August 3, 2010 meetings.  
*(E. Johnson)*
7. Reports by Aldermanic Representatives and Department Heads.
8. Reports 1-6: *(J. Prailes)*
  - Report 1 – Airport Committee minutes, May 27, 2010
  - Report 2 – Burlington Housing Authority minutes, June 10, 2010
  - Report 3 – Park Board minutes, June 17, 2010
  - Report 4 – Library Board minutes, June 22, 2010
  - Report 5 – Airport Committee minutes, June 24, 2010
  - Report 6 – Committee of the Whole minutes, July 20, 2010
9. Payment of Vouchers. *(P. Hintz)*
10. Licenses and Permits. *(S. Rauch)*
11. Appointments and Nominations: None.

16. **ADJOURN INTO CLOSED SESSION** (*R. Prailes*)
  1. **Wis. Stats 19.85(1)(c)**, considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility.
    - A. To discuss the results of the non-represented employee salary survey.
  
17. **RECONVENE INTO OPEN SESSION** (*E. Johnson*)
  1. Consideration on recommendations from the City Council.
  
18. **ADJOURNMENT** (*J. 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.*

**Draft**

**City of Burlington  
Official Minutes  
Common Council  
Robert Miller, Mayor  
Beverly R. Gill, City Clerk  
August 3, 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: Bob Prailes, Ed Johnson, Peter Hintz, Jim Prailes, Steve Rauch, Jeff Fischer, Katie Simenson Excused: Tom Vos

Also present: City Attorney John Bjelajac, Administrator Kevin Lahner, Assistant to the Administrator Megan Johnson, Utility Director Connie Wilson, Department of Public Works Supervisor Dick Pieters, Fire Chief Dick Lodle, Treasurer Steve DeQuaker, Police Chief Peter Nimmer, Tom Foht of Kapur Engineering

**2. PLEDGE OF ALLEGIANCE**

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

**3. CITIZEN'S COMMENTS**

None

**4. CHAMBER OF COMMERCE REPORT**

None

**5. COUNCIL MINUTES FROM JULY 20, 2010**

A motion was made by Johnson with a second by Jim Prailes to approve the Council Minutes of July 20, 2010. With all in favor, the motion carried.

**6. LETTERS AND COMMUNICATIONS**

A motion was made by Bob Prailes with a second by Johnson to accept the letters and communications. With all in favor, the motion carried.

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

Simenson, aldermanic representative to Western Racine County Health Department, reported on the following issues from their recent meeting: free immunization clinic; concern over the high incidence of sales to minors of alcohol and cigarettes and the high amount of teen pregnancies. WRCHD is hoping to receive grant money to address some of the issues.

Rauch, Johnson, Mayor Miller and Administrator Lahner reported they would be absent at the August 17, 2010 Common Council. A suggestion was made to postpone the meeting, but due to certain publication deadlines that was not going to be possible and the regular scheduled meeting will take place on August 17<sup>th</sup>.

**8. REPORTS 1-6**

A motion was made by Jim Prailes with a second by Hintz to approve Reports 1-6. With all in favor, the motion carried.

**9. PAYMENT OF VOUCHERS**

A motion was made by Hintz with a second by Bob Prailes to approve pre-pays, vouchers and reimbursements in the amount of \$247,264.61. Roll Call Ayes: Bob Prailes, Johnson, Hintz, Jim Prailes, Rauch, Fischer, Simenson Nays: None Motion carried 7-0

**10. LICENSES AND PERMITS**

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

**11. APPOINTMENTS AND NOMINATIONS**

None

**12. PUBLIC HEARING**

**(A) "A PUBLIC HEARING TO HEAR PUBLIC COMMENT REGARDING A PROPOSAL TO AMEND SECTION 315-70F, ELECTRONIC SIGNS TO ALLOW ELECTRONIC SIGNS AS A PERMITTED USE IN THE I-1, INSTITUTIONAL ZONING DISTRICT"**

The mayor opened the public hearing at 6:53 p.m. There were no public comments. A motion was made by Simenson with a second by Fischer to close the public hearing. With all in favor, the public hearing closed at 6:54 p.m.

**13. RESOLUTIONS**

**A. RESOLUTION 4425 (9) " A RESOLUTION TO ACCEPT A UNANIMOUS PETITION FOR DIRECT ANNEXATION FROM THE MARLES A. KEMPEN TRUST FOR PROPERTY LOCATED AT 34701 CHESTNUT STREET"**

A request for a second reading and a motion to adopt was made by Fischer with a second by Hintz. Roll Call Ayes: Bob Prailes, Johnson, Hintz, Jim Prailes, Rauch, Fischer, Simenson Nays: None Motion carried 7-0

**B. RESOLUTION 4426(10) "A RESOLUTION TO APPROVE CHANGE ORDER NUMBER TWO WITH THE WANASEK COPORATION FOR 2010 SIDEWALK & UTILITY PROGRAM IN THE AMOUNT OF \$1,193.88"**

A request for a second reading and a motion to adopt was made by Bob Prailes with a second by Johnson. Roll Call Ayes: Bob Prailes, Johnson, Hintz, Jim Prailes, Rauch, Fischer, Simenson Nays: None Motion carried 7-0

**C. RESOLUTION 4427(11) "A RESOLUTION TO APPROVE CHANGE ORDER NUMBER THREE WITH THE WANASEK CORPORATION FOR 2010 SIDEWALK & UTILITY PROGRAM IN THE AMOUNT OF \$18,900"**

A request for a second reading and a motion to adopt the amended resolution was made by Johnson with a second by Jim Prailes. Roll Call Ayes: Bob Prailes, Johnson, Hintz, Jim Prailes, Rauch, Fischer, Simenson Nays: None Motion carried 7-0

**D. RESOLUTION 4428(12) "A RESOLUTION TO APPROVE A CERITIFED SURVEY MAP FOR PROPERTY LOCATED ON WASHINGTON, CHESTNUT AND DODGE STREET IN CONJUNCTION WITH THE DOWNTOWN REDEVELOPMENT PROJECT"**

A request for a second reading and a motion to adopt was made by Jim Prailes with a second by Hintz. Roll Call Ayes: Bob Prailes, Johnson, Hintz, Jim Prailes, Rauch, Fischer, Simenson Nays: None Motion carried 7-0

**E. RESOLUTION 4429(13) "A RESOLUTION TO APPROVE THE 2010-2014 PARK, OPEN SPACE AND TRAILS PLAN PREPARED BY SCHREIBER ANDERSON ASSOCIATES"**

A request for a second reading and motion to adopt was made by Hintz with a second by Jim Prailes. Johnson was concerned if there was any financial obligation connected with this resolution. It was explained that this resolution merely adopted the plan. With all in favor, the motion carried.

**14. ORDINANCES**

None

**15. MOTIONS**

**A. MOTION 10-687 "A MOTION TO APPROVE THE 2009 ANNUAL AUDIT AS PREPARED BY PATRICK ROMENESKO"**

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

**B. MOTION 10-688 "A MOTION TO APPROVE AN AIRPORT HANGAR LEASE WITH KNOTS 2U FOR 709 AIRPORT DRIVE FOR THE ANNUAL AMOUNT OF \$469.20"**

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

**C. MOTION 10-689 "A MOTION TO APPROVE AN AIRPORT HANGAR LEASE WITH 948 BRAVO, LLC FOR 948 BRAVO TAXIWAY FOR THE ANNUAL AMOUNT OF \$444.60"**

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

**16. ADJOURN INTO CLOSED SESSION PER WISCONSIN STATUTES 19.85(1)(C) CONSIDERING EMPLOYMENT, PROMOTION, COMPENSATION OR PERFORMANCE EVALUATION DATA OF ANY PUBLIC EMPLOYEE OVER WHICH THE GOVERNMENTAL BODY HAS JURISDICTION OR EXERCISES RESPONSIBILITY"**

A motion to convene into closed session was made by Bob Prailes with a second by Johnson to adjourn into closed session. With all in favor, the closed session began at 7:05 p.m.

**17. RECONVENE INTO OPEN SESSION**

A motion was made by Johnson with a second by Jim Prailes to return to open session. With all in favor, the open session began at 7:54 p.m.

There were no decisions from closed session.

**18. ADJOURNMENT**

A motion was made by Johnson with a second by Jim Prailes to adjourn the meeting. With all in favor, the meeting adjourned at 7:55 p.m.

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



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: 6A</b>	<b>Date:</b> August 3, 2010
<b>Submitted By:</b> Alderman Vos	<b>Subject:</b> Communications

**Details:**

- A. A memorandum from Alderman Tom Vos stating he will be absent from the August 3, 2010 Committee of the Whole and Common Council meetings.

**Options & Alternatives:**

N/A

**Financial Remarks:**

N/A

**Executive Action:**

This correspondence is for approval at the August 3, 2010 Common 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](http://www.burlington-wi.gov)

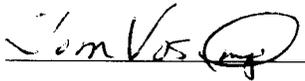
July 26, 2010

TO: Mayor Miller and Common Council

FROM: Alderman Tom Vos

RE: Absence from the August 3 meetings

I will be unable to attend the August 3, 2010 Committee of the Whole and Common Council meetings.

  
\_\_\_\_\_



## 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> August 3, 2010
<b>Submitted By:</b> City Staff	<b>Subject:</b> Reports 1-6

**Details:**

Attached please find the following reports:

- Report 1 – Airport Committee minutes, May 27, 2010
- Report 2 – Burlington Housing Authority minutes, June 10, 2010
- Report 3 – Park Board minutes, June 17, 2010
- Report 4 – Library Board minutes, June 22, 2010
- Report 5 – Airport Committee minutes, June 24, 2010
- Report 6 – Committee of the Whole minutes, July 20, 2010

**Options & Alternatives:**

N/A

**Financial Remarks:**

None.

**Executive Action:**

Staff recommends that the Council accept these reports at the August 3, 2010 Common Council meeting.

City of Burlington -- Airport Committee  
Burlington Airport Conference Room  
Burlington, Wisconsin

Date: Thursday, May 27, 2010.

Committee chairman Jerry DeLay called the meeting to order at 6:00 p.m.

Present:

Gary Meisner  
David Uhen  
Kevin Remer  
Jerry DeLay

Excused:

Arlene Runkel  
John Hotvedt  
Alderman Jim Prailes

Motion was made by Meisner, seconded by Uhen, to approve the April 22, 2010 minutes as written.  
Motion carried.

There were no open floor comments.

Airport Manager's Report:

Required information has been submitted to the Wisconsin Department of Aeronautics so that the beacon can be shipped. The beacon should be received shortly.

John Pelland has requested an addition to his hanger on ALFA Taxiway. Upon receiving the drawings, the committee will proceed with the approval.

There being no further business, motion was made by Meisner, seconded by Uhen, to adjourn the meeting. Motion carried. Meeting was adjourned at 6:18 p.m.

Next meeting date is June 24, 2010 at 6:00 p.m.

Respectfully submitted by:

  
Jerry DeLay  
Committee Chairman

**City of Burlington Housing Authority  
Riverview Manor  
June 10, 2010**

The regular monthly meeting of the City of Burlington Housing Authority was held on Thursday, June 10<sup>th</sup>, 2010 at Riverview Manor at 6:30 P.M. The meeting was called to order by Chairman Lapp.

**COMMISSIONERS PRESENT:** Chairman Lapp, Vice Chairman Stublely, Secretary Heck, Commissioner Kelly Iselin and Manager Dorothy Henning. Leroy Stoehr was excused.

Minutes from the May 13<sup>th</sup>. Meeting was dispersed to board members and a motion was made by Stublely to approve the minutes as read, seconded by Heck and carried unanimously.

**FINANCIAL REPORT:**

**Reserve account balances as of May 31, 2010**

First Banking Center	\$ 28,467.17
M&I Bank	<u>15,108.85</u>
<b>TOTAL</b>	<b>\$ 43,576.02</b>

**OCCUPANCY REPORT:** Manager Henning reported 17 on the list for one bedroom units.

**BUILDING AND MAINTENANCE:**

- Waiting for water heater proposal from Nienhaus Plumbing.

**COMMUNICATION:**

- Final payment to Gordon J. Maier Company was sent along with letter terminating their auditing services for Riverview Manor. Patrick W. Romenesko, S.C. , Lake Geneva will be performing the audit services effective September 1,2010. They are also used by the City of Burlington.
- Due to recent water problems, it will be recommended that residents obtain renters insurance. Rural Development will be contacted for input in this matter.

**NEW BUSINESS:**

**UNFINISHED BUSINESS:**

**ADJOURNMENT:**

**There being no further business, motion to adjourn was made by Heck, seconded by Stublely and carried unanimously. Meeting adjourned 7:20 P.M. The next monthly meeting is scheduled for July 15, 2010.**

A handwritten signature in black ink, appearing to read "Ralph Heck". The signature is written in a cursive style with a large initial "R" and "H".

**Ralph Heck, Secretary**



**CITY OF BURLINGTON**

**Department of Public Works**  
Street & Park Department  
824 Milwaukee Avenue, Burlington, WI, 53105  
(262) 763-2060 (262) 763-5492 fax

**CITY OF BURLINGTON  
PARK BOARD AGENDA  
THURSDAY, JUNE 17, 2010**

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 6:35 PM.**

**Roll Call:** Present: Commissioners Clay Brandt, Tom Follis, Kelly Kamlager, Peter Turke and Chairman Darrel Eisenhardt. Also present: Richard Pieters, DPW Supervisor. Excused: Commissioner Todd Schalinske. Absent: Alderman Bob Prailes.

**Approval of May 20, 2010 Minutes:** Chairman Eisenhardt entertained a motion for approval of the May 20, 2010 Minutes. Motion to approve made by Commissioner Kamlager. Seconded by Commissioner Brandt. All voted aye, motion carried.

**Citizens Comments:** None

**Aldermanic Report:** None

**DPW Supervisor Report:** Richard Pieters, DPW Supervisor reported the DPW crews have been busy with mowing. Aaron DeGrave, Park Foreman has been busy redoing the landscaping in the parking lots and islands.

**New Business**

**a. Historical Society - Storage Shed:** Dennis Tully was present to discuss the shed that the Historical Society would like to construct at "Schmalling Park", in back of Whitman School, to be used as a storage shed. Photos were distributed and a map provided for placement. The building would be approximately 30 X 40, with a basic historical look. There would no windows or plumbing. Only electric would be needed.

Mr. Tully stated they wanted approval from the Park Board prior to getting specific plans drawn up. Once they have approval, they would come back before the Park Board for approval of the building type.

The Park Board advised Mr. Tully that the Historical Society should contact Alby's regarding the use of Alby's driveway to access their shed.

After some discussion, Commissioner Follis entertained a motion to approve the placement of a shed in Schmalling Park as presented, pending approval from City of Burlington Building Inspector. Seconded by Commissioner Kamlager. All voted aye, motion carried.

**Old Business:**

**a. Dog Park - Balance Sheet:** The balance sheet for the Dog Park was presented. The Commissioners commented how well the Dog Park Committee has done in raising funds. Balance May 27, 2010: \$4121.13

**b. Update on Comprehensive Park Plan:** There will be a special meeting on July 20, 2010 at 5:30 PM, to be held in the Council Chambers. This special meeting is for Park Board Members and the City Council. Schreiber Anderson will present the Comprehensive Park Plan they have developed for the City of Burlington. This will take the place of the July 15<sup>th</sup> Park Board Meeting. The Commissioners were asked to review the Comprehensive Park Plan prior to the July 20<sup>th</sup> meeting.

**c. Playground equipment at Little League Park:** Pending. Additional research needs to be done.

**d. Status of Tennis Area at Sunset Park:** Richard Pieters, DPW Supervisor stated that Aaron DeGrave, Park Foreman, had wanted to get started, but other projects have prevented him from doing so. When time allows, he will be started on the Tennis Area.

**8. Other Items**

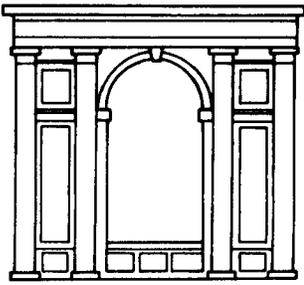
Deb Rintamaki will obtain Park Board Fund balance sheets from Steve DeQuaker/Treasurer and email to Park Board Members.

Dick Pieters will talk to St. Mary's and Waller Schools regarding the removal of weeds from the infields at each place.

Adjourn: Chairman Eisenhardt entertained a motion for adjournment. Motion to adjourn made by Commissioner Kamlager. Seconded by Commissioner Follis. All voted aye, and Chairman Eisenhardt adjourned the meeting at 7:36 PM.

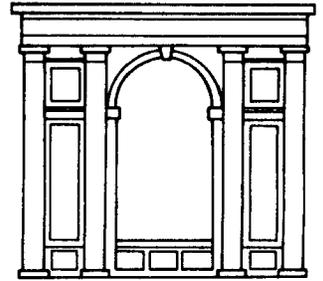
Minutes respectfully submitted by:

  
Deb Rintamaki  
Department of Public Works



# Burlington Public Library

166 East Jefferson Street • Burlington, Wisconsin 53105  
(262) 763-7623 • Fax (262) 763-1938



[www.burlingtonlibrary.org](http://www.burlingtonlibrary.org)

## Minutes of the Burlington Public Library Board of Trustees

The Burlington Public Library Board of Trustees met on Tuesday, June 22, 2010 in the Burlington Public Library Meeting Room. Present were Pat Hurley, Yvonne Braunschweig, Kay Pockat, Steve Rauch, Dianne Boyle, and Pat Hoffman. Excused were Penny Torhorst, Scott Johnson, Kay Pockat, and Mike Kelly. Also present were Library Director Gayle Falk and Administrative Assistant Linda Berndt.

Braunschweig called the meeting to order at 4:06.

The election of new officers will be postponed to the July meeting.

Minutes of the May 25, 2010 meeting were approved. Hoffman moved, and Hurley seconded. Motion passed.

The June 2010 General Fund Bills, Prepaids, Reimbursements and May 2010 General Fund deposits were discussed and approved. Hoffman moved approval and Hurley seconded. Motion passed. The June 2010 Trust Fund Bills, and May 2010 Trust Fund Deposits were approved. Hurley moved and Hoffman seconded. Motion passed.

Committee Reports: There were no reports at this time. The new City Treasurer said the budget process will be starting soon.

Federated Library Report: Yvonne reported there has not been a meeting.

### Old Business:

The Board remarked that the Children's area in the library looks fabulous. It is nicely decorated for the summer.

Friends Update: The Friends are getting ready for the booksale and will be getting a larger tent this year. The booksale runs from July 29 to 31.

Falk asked if the Board still wanted to allow teachers to purchase encyclopedias before the booksale starts. The Board said it was still okay.

The Summer Kickoff party attracted 163 kids. Everyone had a great time.

The Friends Luncheon was on Monday, June 21<sup>st</sup>. There were over 60 people in attendance. The speaker was very good. Due to the weather it was relocated to BHS commons area. The Mayor spoke at the Luncheon and said great things about the Library. He called the library staff hard working and dedicated.

Falk attended a seminar on Future Proofing Your Library. One of the topics was about embracing technology. The Friends of the Burlington Public Library are working on a new fundraiser to purchase additional desktop

computers and laptops with wifi access on the adult side of the library. We have purchased kindles and will be receiving one iPad. Another topic at the seminar was to value customer service, which we already value.

New Business:

Upcoming Events:

We have a busy summer ahead. The free movies have been popular. If the room gets close to capacity we will show the same movie simultaneously in the storytime room.

Catch a Wave in the park is on Wednesdays from 12:00 - 1:00. The program features different entertainment such as a music recital, zumba dancing and juggling to name a few.

Summer Staffing:

Falk wanted to remind the Board we have an adult page that takes the summer off with no pay. The student pages welcome the extra hours. The Board agreed to the arrangement.

Directors Report:

The Library received several checks totaling \$400.00 in memory of Madge Ketterhagen. She was a City employee and also an avid library patron.

The HAPLR figures are in and we are again ranked the highest in the county. However, our rating is dropping due to the fact that our materials budget is not growing as our population does.

The city is working on replacing the landscaping between the two parking lots. They have taken out the existing bushes and plants and will be installing cement sidewalks and bushes. The sidewalks will be easier for snow shoveling in the winter.

Falk will be leaving on Wednesday for vacation. She will be back on Thursday, July 1.

In the News:

There were many newspaper calendar events on the wii gaming program.

Public communication to the Board:

Meeting was adjourned at 4:31 PM. Hoffman moved and Rauch seconded. Motion passed.

Our next meeting will be on Tuesday, July 20<sup>th</sup> at 4:00 PM in the Burlington Public Library meeting room. It is a week early because of the booksale.

Respectfully submitted,



Steve Rauch  
Aldermanic Representative

City of Burlington – Airport Committee  
Burlington Airport Conference Room  
Burlington, Wisconsin

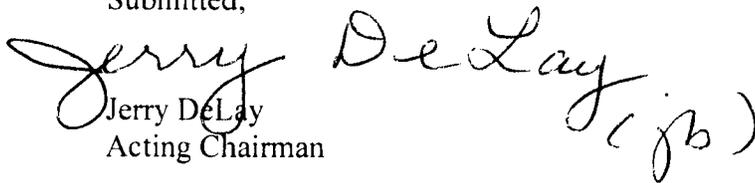
Thursday, June 24, 2010

Present: Acting Chairman Jerry DeLay, Arlene Runkel and Kevin Remer

Absent/Excused: Alderman Jim Prailes, Gary Meisner, David Uhen, and John Hotvedt

A quorum was not present. This meeting is to be rescheduled.

Submitted,

 (jrb)  
Jerry DeLay  
Acting Chairman

CITY OF BURLINGTON  
Committee of the Whole Minutes  
Robert Miller, Mayor  
Beverly R. Gill, City Clerk  
July 20, 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: Bob Prailes, Ed Johnson, Peter Hintz, Jim Prailes Tom Vos, Jeff Fischer, Steve Rauch Excused: Katie Simenson

Also present: City Attorney John Bjelajac, Administrator Kevin Lahner, Assistant to the Administrator Megan Johnson, Utility Director Connie Wilson, Department of Public Works Supervisor Dick Pieters, Building Inspector Patrick Scherrer, Fire Chief Dick Lodle, Treasurer Steve DeQuaker, Police Chief Peter Nimmer, Tom Foht of Kapur Engineering

**2. CITIZENS COMMENTS AND QUESTIONS**

None

**3. MINUTES FROM JULY 6, 2010**

A motion was made by Fischer with a second by Bob Prailes to approve the July 6, 2010 Committee of the Whole Minutes. With all in favor, the motion carried.

**4. MOTION 10-687 "A MOTION TO CONSIDER APPROVING THE 2009 ANNUAL AUDIT AS PREPARED BY MR. PATRICK ROMENESKO"**

Mr. Patrick Romenesko reviewed the completed 2009 Annual Audit and management letter that had been distributed to council members.

The city ended 2009 with a 2.5 million dollar fund balance. Romenesko indicated the city's policy is to have a fund balance representing three months of expenditures on hand. The city actually had more than that with four and a half months available which was considered to be very strong.

Romenesko pointed out that the Clean Water Fund Loan is scheduled to be paid off in the year 2011 with the utility revenue debt balance down to \$566,000 in 2012.

In the management letter he discussed the funding of the water utility debt service redemption bonds, water utility user rates, the use of revolving capital projects fund, record retention and credit cards.

This item will move forward to the August 3, 2010 Common Council meeting for consideration.

**5. RESOLUTION 4425(9) "A RESOLUTION TO CONSIDER ACCEPTING A UNANIMOUS PETITION FOR DIRECT ANNEXATION FROM THE MARLES A. KEMPKEN TRUST FOR PROPERTY LOCATED AT 34701 CHESTNUT STREET"**

Ms. Tammy McCarthy representative for the Marles A. Kempken Trust was in attendance at the meeting.

The mayor explained that this direct annexation of a Town of Burlington lot will be split into two lots which will then connect with Highridge.

This item will move forward to the August 3, 2010 Common Council meeting for consideration.

**6. RESOLUTION 4426(10) "A RESOLUTION TO CONSIDER APPROVING CHANGE ORDER NUMBER TWO WITH THE WANASEK CORPORATION FOR 2010 SIDEWALK & UTILITY PROGRAM IN THE AMOUNT OF \$1,193.88"**

Mayor Miller introduced Resolution 4426(10) for discussion. He explained that an undocumented 72-inch storm sewer pipe was discovered during the utility improvement project which then led to an adjustment to the repair.

This item is scheduled for the August 3, 2010 Common Council meeting.

7. **RESOLUTION 4427(11)** "A RESOLUTION TO CONSIDER APPROVING CHANGE ORDER NUMBER THREE WITH THE WANASEK CORPORATION FOR 2010 SIDEWALK & UTILITY PROGRAM IN THE AMOUNT OF \$18,000" Mayor Miller introduced Resolution 4427(11) for discussion with the explanation that due to the condition of this portion of Highridge it is being considered for repair.

This item is scheduled for the August 3, 2010 Common Council meeting.

8. **RESOLUTION 4428(12)** "A RESOLUTION TO CONSIDER APPROVING A CERTIFIED SURVEY MAP FOR PROPERTY LOCATED ON WASHINGTON, CHESTNUT AND DODGE STREET IN CONJUNCTION WITH THE DOWNTOWN REDEVELOPMENT PROJECT" Mayor Miller introduced Resolution 4428(12) for discussion. The Plan Commission gave their approval for the CSM at their July 13, 2010 meeting.

This item is scheduled for the August 3, 2010 Common Council meeting.

9. **DISCUSSION OF THE WAY TO SAVE COMMUNITY OUTREACH PILOT PROGRAM SPONSORED BY WE ENERGIES**

Mr. Kevin Duffy, Energy Ambassador for the "Way to Save" two-year pilot program sponsored by WE Energies gave a presentation regarding saving energy and money for the City of Burlington. Mr. Duffy discussed the kick-off event that had just been held at the Veterans Terrace. Mr. Duffy's office will be located at the Fox River Bank.

The mayor stated that this program will be at no cost to the city.

10. **ADJOURNMENT**

A motion was made by Bob Prailes with a second by Jim Prailes to adjourn the meeting. With all in favor, the meeting adjourned at 7:47 p.m.

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



**CITY OF BURLINGTON**

**Finance Department**  
300 N. Pine Street, Burlington, WI 53107  
Phone: (262) 342-1170 Fax: (262) 342-1178  
www.burlington-wi.gov

<b>Common Council Agenda Item Number: 9</b>	<b>Date:</b> August 3, 2010
<b>Submitted By:</b> Steve DeQuaker, Treasurer	<b>Subject:</b> Prepaids and Vouchers

**Details:**

Attached please find the Prepaids and Vouchers list for bills accrued through August 3, 2010:

Total Prepaids:	\$112,809.39
Total Vouchers:	\$134,241.22
Reimbursements:	\$214.00
Grand Total:	<u>\$247,264.61</u>

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

- Financial Remarks: 5 Largest Disbursements on Prepaids and Vouchers**
- 1) Miller Motor Sales, Inc - PD Purchased Two 2010 Ford Crown Victoria's \$38,707.00
  - 2) Rural Masonry Inc - Integrated DPW Application No. 1 \$27,000.00
  - 3) WE Energies - Street Lights & Beaumont Field 05/28/10 - 06/28/10 \$17,986.18
  - 4) LF Green Development - Subcontractors Downtown Development Grant Reimbursable \$16,665.18
  - 5) Kapur & Associates - 2010 City Utilities \$14,813.55

**Executive Action:**  
Staff recommends that the Common Council accept these Prepaids and Vouchers in the amount of \$247,264.61 at the August 3, 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> August 3, 2010
<b>Submitted By:</b> Beverly R. Gill, City Clerk	<b>Subject:</b> Licenses

## Details:

The alcohol license list for applications accrued through August 3, 2010 are as follows:

### Licenses Recommended for Approval

#### Operator's & Business Licenses

Betzen, Samuel J.  
Cooper, Coral R.  
Gums, Katharine R.  
Messick, Lindsay C.  
Meyersm Shelley J.  
Olson, Megan E.  
Puchi, Cahti L.  
Thomas, Kathy M.

#### Class "B" & Class "C" Wine

Name: Plaza Media, LLC  
Address: 448 Milwaukee Avenue  
Burlington, WI 53105  
Agent: Shad Branen  
Trade Name: Plaza Theater  
Address: 448 Milwaukee Avenue

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 August 3, 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 Item Number: 12A</b>	<b>Date:</b> August 3, 2010
<b>Submitted By:</b> Kevin Lahner, City Administrator	<b>Subject:</b> A Public Hearing for Ordinance to consider amending Section 315-70F of the Municipal Code to allow electronic signs as a permitted use in the I-1, Institutional District

**Details:**

A Public Hearing has been scheduled to hear comments and concerns from the public regarding an ordinance to amend Chapter 315-70F, Electronic Signs. The addition to the Gateway Technical College (Hero Center) has prompted this request as BASD would like to include an electronic message board on the new sign. Currently electronic signs are only allowed in the B-1, B-2 and B-2A districts which are all commercial districts. Please note that if Council were to approve this amendment in the I-1 District, all schools, churches and municipal buildings that typically fall into this type of zoning would be eligible to display electronic signs and message boards.

Due to the timing of the school year commencing, this item is coming before the Committee of the Whole and for Public Hearing prior to the Plan Commission meeting. The recommendation from the Plan Commission will be available prior to Council consideration of the text amendment.

**Options & Alternatives:**

For public comment only.

**Financial Remarks:**

None.

**Executive Action:**

This item was a Public Hearing at the August 3, 2010 Common Council meeting and is scheduled for the August 17, 2010 Common Council meeting for consideration.

STATE OF WISCONSIN

COUNTY OF RACINE

The Common Council in and for the City of Burlington

**NOTICE OF PUBLIC HEARING  
FOR AMENDING THE CODE OF THE CITY OF BURLINGTON**

To Whom It May Concern:

**NOTICE** is hereby given that the Common Council of the City of Burlington proposes to amend **SECTION 315-70 Sign Lighting and Illumination: electronic signs** of the Zoning Ordinance to enact regulations for electronic signs in order to address the City of Burlington's need to encourage commercial growth in the City.

**I.** Chapter 315 of the Municipal Code of the City of Burlington, Racine County, Wisconsin, Zoning, Section 315-70 Sign Lighting and Illumination: Electronic Signs. Detailed amendment proposals are as follows:

- I. 315-70F Electronic signs. Electronic signs meeting the requirements of this subsection are permitted only in the B-1, B-2, B2A and I-1 Zoning Districts.

THIS ORDINANCE MAY HAVE THE EFFECT OF CHANGING THE ALLOWABLE USE OF THE PROPERTIES IN ALL ZONING DISTRICTS. A MAP OF THE ZONING DISTRICTS IS ON FILE AND AVAILABLE FOR VIEWING CITY HALL.

Chapter 315 of the Municipal Code of the City of Burlington shall be amended as necessary to reflect these changes, with the remainder of Chapter 315 remaining without change and in full force and effect. A copy of this ordinance is on file and available for viewing at City Hall.

**NOTICE IS FURTHER GIVEN** that a Public Hearing on the above matter will be held by the Common Council in the Council Chambers at the Police Department, 224 East Jefferson St., City of Burlington on:

**TUESDAY, AUGUST 3, 2010 DURING THE MEETING OF THE COMMON COUNCIL SCHEDULED TO BEGIN AT 6:30 P.M. OR SHORTLY THEREAFTER**

to hear any persons objecting to, or in support thereof, on the above mentioned matter.

Dated at Burlington, Wisconsin, this 13<sup>th</sup> day of July, 2010.

Beverly Gill, City Clerk

*Published in the **Burlington Standard Press**  
July 15<sup>th</sup> and 22<sup>nd</sup>, 2010*