



AMENDED AGENDA COMMON COUNCIL

Tuesday, September 1, 2009

**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, 1st District
Edward Johnson, Alderman, 1st District
Jim Prailes, Alderman, 2nd District
Peter Hintz, Alderman, 2nd District
Tom Vos, Council President and Alderman, 3rd District
Steve Rauch, Alderman, 3rd District
Katie Simenson, Alderman, 4th District
Jeff Fischer, Alderman, 4th District

1. Roll Call
2. Pledge of Allegiance to the Flag.
3. Citizen Comments.
4. Chamber of Commerce Representative.
5. Approval of minutes for August 18, 2009. *(K. Simenson)*
6. Letters and Communications: None.
7. Reports by Aldermanic Representatives and Department Heads.
8. Reports: 1 – 5: *(J. Fischer)*
 - Report 1 – Park Board minutes, June 25, 2009.
 - Report 2 – Library Board minutes, July 21, 2009.
 - Report 3 – Airport Committee minutes, July 23, 2009.
 - Report 4 – Historic Preservation Commission minutes, July 23, 2009.
 - Report 5 – Committee of the Whole minutes, August 18, 2009.
9. Payment of Vouchers. *(R. Prailes)*
10. License and Permits. *(E. Johnson)*

11. Appointments and Nominations: None.

12. Public Hearings: None.

13. **RESOLUTIONS**

- A. Resolution 4352(28) to approve a two-year extension for filing the Final Plat for the Schaefer Subdivision located at 32435 Yahnke Road in the City of Burlington. This item was discussed at the August 18, 2009 Committee of the Whole meeting. *(J. Prailes)*

14. **ORDINANCES**

None.

15. **MOTIONS**

- A. Motion 09-662 to approve a Compensation Agreement to temporarily assign Mark Anderson, Assistant Chief and Lieutenant as Acting Police Chief contingent on Police and Fire Commission approval. This item was discussed at tonight's Committee of the Whole meeting. *(P. Hintz)*
- B. Motion 09-663 to approve a Certificate of Appropriateness Application for 516 and 518 Mill Street, within the Historic District. This item was discussed at tonight's Committee of the Whole meeting. *(T. Vos)*
- C. Motion 09-664 to approve a Certificate of Appropriateness Application for 324, 326, 336, 340 and 344 N. Pine Street, within the Historic District. This item was discussed at tonight's Committee of the Whole meeting. *(S. Rauch)*

16. **OTHER MATTERS AS AUTHORIZED BY LAW**

17. **ADJOURNMENT** *(K. Simenson)*

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 Proceedings
Common Council
Robert Miller, Mayor
Beverly R. Gill, City Clerk
Police Department Courtroom
September 1, 2009**

1. Call to Order-Roll Call

Mayor Miller called the meeting to order at 7:40 p.m. starting with roll call. Aldermen: Robert Prailes, Ed Johnson, Peter Hintz, Jim Prailes, Tom Vos, Steve Rauch, Jeff Fischer, Katie Simenson

Staff: Administrator Kevin Lahner, Assistant to the Administrator Megan Johnson, Lt. Mark Anderson, Utility Manager Connie Wilson, Department of Public Works Dick Pieters, Fire Chief Dick Lodle, Treasurer Bridget Lois, Attorney Tom Kircher, Building Inspector Patrick Scherrer, Library Director Gayle Falk

2. PLEDGE OF ALLEGIANCE

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

3. CITIZEN COMMENTS

No comments

4. CHAMBER OF COMMERCE REPRESENTATIVE

No representative was present for this evening's meeting.

5. APPROVAL OF AUGUST 18, 2009 COMMON COUNCIL MINUTES

A motion was made by Simenson with a second by Hintz to approve the minutes of the August 18, 2009 meeting. With all in favor, the motion carried.

6. LETTERS AND COMMUNICATIONS

None

7. REPORTS BY ALDERMANIC REPRESENTATIVES AND DEPARTMENT HEADS

Fischer requested an update on the radium level in the city water. Wilson stated that four of the five wells were over the limits placed by the Wisconsin Department of Natural Resources. Wilson estimated a cost of installing a scrubber at each site of half a million dollars per site.

8. REPORTS 1-5

A motion was made by Fischer 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 (\$529,352.34), Vouchers (\$200,959.17) and Reimbursements (\$1,024.90) for a grand total of \$731,336.41 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 Rauch to approve the licenses as presented. With all in favor, the motion carried.

11. APPOINTMENTS AND NOMINATIONS

None

12. PUBLIC HEARINGS

None

13. RESOLUTIONS ADOPTED

- A. RESOLUTION 4352(28) "A RESOLUTION TO APPROVE A TWO-YEAR EXTENSION FOR FILING THE FINAL PLAT FOR THE SCHAEFER SUBDIVISION LOCATED AT 32435 YAHNKE ROAD IN THE CITY OF BURLINGTON"** A request for a second reading and motion to approve was made by Jim Prailes with a second by Hintz to approve. Roll Call Ayes: Bob Prailes, Johnson, Hintz, Jim Prailes, Vos, Fischer Nays: Rauch, Simenson Motion carried 6-2

14. ORDINANCES ADOPTED

None

15. MOTIONS ADOPTED

- A. MOTION 09-662 "A MOTION TO APPROVE A COMPENSATION AGREEMENT TO TEMPORARILY ASSIGN MARK ANDERSON, ASSISTANT CHIEF AND LIEUTENANT AS ACTING POLICE CHIEF CONTINGENT ON POLICE AND FIRE COMMISSION APPROVAL"** A motion to approve was made by Hintz with a second by Simenson to approve. Roll Call Ayes: Bob Prailes, Johnson, Hintz, Jim Prailes, Vos, Fischer Nays: Rauch Motion carried 7-1.
- B. MOTION 09-663 "A MOTION TO APPROVE A CERTIFICATE OF APPROPRIATENESS APPLICATION FOR 516 AND 518 MILL STREET WITHIN THE HISTORIC DISTRICT"** A motion to approve was made by Hintz with a second by Simenson. With all in favor, the motion carried.
- C. MOTION 09-664 "A MOTION TO APPROVE A CERTIFICATE OF APPROPRIATENESS APPLICATION FOR 324, 326, 336, 340 and 344 NORTH PINE STREET WITHIN THE HISTORIC DISTRICT"** A motion to approve was made by Simenson with a second by Hintz to approve. With all in favor, the motion carried.

16. OTHER MATTERS AS AUTHORIZED BY LAW

17. ADJOURNMENT

A motion was made by Simenson and seconded by Johnson to adjourn the meeting. With all in favor, the meeting adjourned at 7:59 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

Common Council Agenda Item Number: 8	Date: September 1, 2009
Submitted By: City Staff	Subject: Reports 1-5

Details:

Attached please find the following reports:

- Report 1 – Park Board minutes, June 25, 2009.
- Report 2 – Library Board minutes, July 21, 2009.
- Report 3 – Airport Committee minutes, July 23, 2009.
- Report 4 – Historic Preservation Commission minutes, July 23, 2009.
- Report 5 – Committee of the Whole minutes, August 18, 2009.

Financial Remarks:

None.

Executive Action:

Staff recommends that the Council accept these reports at the September 1, 2009 Common Council meeting.



City of Burlington

CITY OF BURLINGTON PARK BOARD MINUTES

Thursday, June 25, 2009

6:30 PM

165 West Washington Street, Burlington, WI 53105

Chairman Darrell Eisenhardt, Commissioners Clay Brandt, Tom Follis, Kelly Kamlager, Todd Schalinske, Peter Turke, Alderman Bob Prailes, DPW Supervisor Richard Pieters

Chairman Darrell Eisenhardt called the meeting to order at 6:31 P.M.

Roll Call: Present: Commissioners Clay Brant, Kelly Kamlager, Todd Schalinske, Alderman Bob Prailes, and Chairman Eisenhardt. Commissioner Tom Follis arrived at 6:32 P.M, and DPW Supervisor Richard Pieters arrived at 6:40 P.M.. Absent: Commissioner Peter Turke.

Approval of May 21, 2009 Minutes: Motion to approve the May 21, 2009 Minutes made by Alderman Prailes. Seconded by Commissioner Brandt. All voted aye, motion carried.

Citizens Comments: None

Aldermanic Report:

DPW Supervisor Report: None.

Chairman Eisenhardt introduced Richard Pieters, Interim DPW Supervisor. Mr. Pieters will be taking over the duties of Larry Gobel.

New Business

a. Revised Bushnell Park Agreement

Chairman Eisenhardt stated that the Bushnell Park Agreement had gone before the Common Council and was approved. The DPW will now be responsible for additional mowing, and minimal plowing in the winter. Alderman Bob Prailes stated that this would also give the City additional storage in the buildings at Bushnell. Payments will be made in January and July of each year from the County for services provided.

**b. Discussion of Veteran's Terrace Parking Lot Expansion
Presented by Kevin Lahner, City Administrator**

The Commission discussed the Veteran's Terrace Parking lot plan that was changed from what the Park Board originally approved.

Kevin Lahner, City Administrator stated he did not realize he needed to have approval from the Park Board prior to making the change, until the Common Council advised him. He apologized and stated it would not happen again. Seven additional parking spaces were obtained in the new plan, and although Mr. Lahner indicated they tried to save the trees, he felt it was unfortunate and since it done at the City's direction, the City would be liable for tree replacement costs.

The Commissioners discussed in detail damage occurred to the trees from construction equipment and the fact that the parking lot was dug too close to the trees for them to survive.

All were in agreement that it was not a matter of if the trees would die, but when. Dick Pieters stated Aaron DeGrave, Park Foreman was going to meet with Rustic Road to do an evaluation of tree condition and replacement costs.

The Commissioners thought it would be a better idea to have the trees removed prior to the completion of the parking lot to eliminate the possibility of scarring the new asphalt.

After additional discussion, Alderman Prailes motioned to agree to change the plan as presented, with discretion of Dick Pieters to be allowed regarding the bump out of the back lot area and other parking lot trees and say if replacement is needed or not. And at least replace the trees removed with the same amount being removed, if not more, as needed. Park Board has final say if they are happy with final results with trees.

Motion seconded by Commissioner Schalinske. All voted aye, motion carried.

Old Business

Continued Discussion on Parks Capital Expenditures

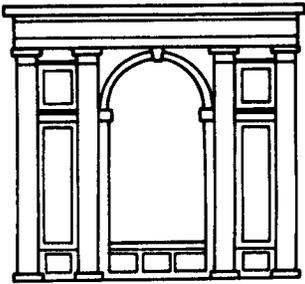
Chairman Eisenhardt asked Kevin Lahner, City Administrator what the time frame was for the City of Burlington budgeting process. Mr. Lahner stated there was still enough time, and he would work with Dick Pieters to bring him up date. Chairman Eisenhardt asked the Commissioners to bring back their wish lists for the July Park Board meeting.

Other Items: Commissioner Brandt wanted to express in the Minutes what a great loss it was to lose Larry Gobel and what a great person Larry was to work with not only from a Board Member's point of view, but as a citizen. All members were in agreement.

There being no further items for discussion, Chairman Eisenhardt entertained a motion for adjournment. Motion to adjourn made by Commissioner Brandt. Seconded by Commissioner Kamlager. Chairman Eisenhardt adjourned the meeting at 7:30 P.M.

Minutes Respectfully Submitted by:

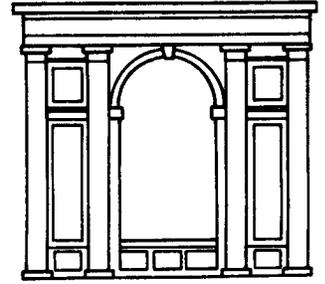
Deb Rintamaki
Department of Public Works



Burlington Public Library

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

www.burlingtonlibrary.org



Minutes of the Burlington Public Library Board of Trustees

The Burlington Public Library Board of Trustees met on Tuesday, July 21, 2009 in the Burlington Public Library meeting room. Present were Penny Torhorst, Pat Hoffman, Bridget Savaglia, Pat Hurley, Yvonne Braunschweig, and Kay Pockat . Excused were Scott Johnson, Dianne Boyle, and Steve Rauch. Also present were Library Director Gayle Falk and Administrative Assistant Linda Berndt.

Torhorst called the meeting to order at 4:06.

Minutes of the June 16, 2009 meeting were approved. Hoffman moved, and Braunschweig seconded. Motion passed.

The July 2009 General Fund Bills, Prepays, Reimbursements and June 2009 General Fund Deposits were discussed. Braunschweig moved approval of the General Fund Bills, Prepays, Reimbursements and June 2009 General Fund Deposits, Hurley seconded. Motion passed. The July 2009 Trust Fund Bills and June 2009 Trust Fund Deposits were approved. Braunschweig moved and Savaglia seconded. Motion passed.

Committee Reports:

Falk reported that budget time is early this year. Falk will be going to the preliminary meetings with the City. Falk stated that we need to put additional hours into our budget to cover vacation, sick and jury duty hours.

Personnel Committee will meet at 3:30 on Tuesday, August 25th and the Finance Committee will meet at 3:45 on Tuesday, August 25th. Both meetings are before the Library Board meeting at 4:00.

Federated Library Report

Braunschweig reported that the new Lakeshores administrator is Kristin Hewitt. She had a baby boy earlier this month, and is currently on maternity leave. She has set meetings with the other systems and she has hit the ground running.

Old Business:

Friends Update: The tent is set up for the booksale which will run this week Thursday, Friday and Saturday.

The blinds in the storytime room were purchased by the Friends from Krien's Color Bar.

Air Conditioning Update: The air conditioner has been installed and is presently working.

New Business:

Coming Events: A calendar of library events for the rest of July and into August was included in the packet.

Summer Reading Program update: The Friends have purchased the movie license for our Monday movies. These movie showings are very popular. Readers Theater was also well attended.

Directors Report: Falk will report on the monthly numbers next month. She does know that the numbers are up from this time last year.

Falk talked about the article on "The Other Side of Grief". A copy of the book was donated by the author.

Stimulus money: The state of Wisconsin (through Badgernet) is applying for stimulus money to connect fiber for broadband to libraries, and there will be no charge to the libraries. Fiber would provide us with about 7 times more bandwidth. The state is requesting a verbal commitment from library boards to stay with Badgernet for several years after installation. Should libraries decide to leave Badgernet, there may be some prorated charge for the installation. The Board gave their approval to go ahead and pursue arranging for having fiber installed. Hurley moved and Hoffman seconded the motion. Motion passed.

Falk announced that it was cream puff time again. She wanted to know if she could use booksale money to purchase cream puffs for the staff. Hoffman moved and Hurley seconded the motion to purchase cream puffs. Motion passed.

Lost & Found: Falk reported that we take our lost and found items to Love, Inc. periodically throughout the year.

Meeting was adjourned at 4:42 PM. Braunschweig moved to adjourn and Hurley seconded the motion. Motion passed.

Our next meeting will be on Tuesday, August 25th at 4:00 PM in the Burlington Public Library Meeting Room.

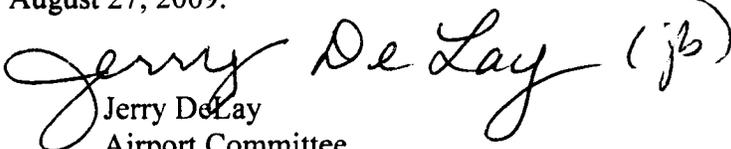
Respectfully submitted,

A handwritten signature in black ink that reads "Steve Rauch". The signature is written in a cursive style with a large, stylized "S" and "R".

Steve Rauch
Aldermanic Representative

Airport Committee
July 23, 2009

The meeting was cancelled due to a lack of a quorum. It will be rescheduled for August 27, 2009.


Jerry DeLay
Airport Committee



**HISTORIC PRESERVATION COMMISSION
MEETING MINUTES
THURSDAY, JULY 23, 2009**

Acting Chairman Bob Henney called the meeting to order at 6:40 P.M. The meeting was delayed due to lack of quorum.

Roll Call Present: Commissioners Patricia Brzezinski, Peter Hintz, Maria Veronico-Ventura and Acting Chairman Bob Henney Also present: Tina Chitwood of RCEDC and Pat Scherrer City of Burlington Building Inspector
Excused Tom Stelling, Judy Stone and Joel Weis.

Citizens Comments None

Approval of June 25, 2009 Minutes: Chairman Henney entertained a motion to approve the June 25, 2009 Minutes. Motion to approve made by Commissioner Hintz. Seconded by Commissioner Veronico-Ventura. All voted aye motion carried

140 W. Chestnut Street - Dale Bruesewitz

Sign Permit Application

Façade Improvement Grant Application (Sign)

Dennis Spankowski represented Mr. Bruesewitz for his Sign Permit Application. A color rendering was distributed showing colors forest green, gold and white. The sign presented would be one sign for four tenants. Building Inspector Pat Scherrer indicated that the sign could not go up prior to City Council approval. In addition the sign was not permitted by ordinance to be above the second story windows.

Mr. Spankowski indicated he was aware of both items explained to him. After some discussion, Commissioner Veronico-Ventura motioned to recommend approval of the Sign Permit Application for 140 W. Chestnut Street, as presented. Seconded by Commissioner Hintz. All voted aye, motion carried.

Mr. Bruesewitz submitted a Façade Grant Application for his proposed sign at 140 W. Chestnut Street. Maximum amount allowed of \$250.00. Chairman Henney entertained a motion for approval. Commissioner Veronico-Ventura motioned to approve the Façade Grant Application in the amount of \$250.00, maximum amount for signs. Seconded by Commissioner Hintz. There was no further discussion, all voted aye, motion carried.

129 E. Chestnut Street

Downtown Burlington Investment Group, LLC (William Stone)

Façade Grant Application

The Façade Grant Application for Downtown Burlington Investments Group, LLC was presented in the amount of \$4976.41. The work has not yet been completed and funds cannot be distributed until all façade work has been done, with lien waivers submitted or invoices paid, and visual inspection that HPC approved work has been completed.

After some discussion, Chairman Henney entertained a motion to recommend approval. Commissioner Hintz motioned to recommend approval of the Façade Grant Application for 129 E. Chestnut Street in the amount of \$4976.41. Seconded by Commissioner Veronico-Ventura. There was no further discussion; all voted aye, motion carried.

557 Milwaukee Avenue

Dennis Spankowski (1st Quest Investments)

Clarification of items included in the application for Certificate of Appropriateness

Tina Chitwood of RCEDC stated Tom Stelling had gone on site to review proposed items to be changed

Dennis Spankowski presented a sample of fabric for the awning. The wood shingles have been removed. Mr. Spankowski stated he wanted to duplicate the top cornice in the area above the awning. The new cornice would be painted metallic gold and Barn Owl White and the top of the turret would also be painted metallic gold. In addition, decorative brackets painted metallic gold and Barn Owl White would be installed at both ends of the awning. Under the awning a new transom with decorative frames and decorative leaves painted Downing Sand and Barn Owl White would be installed, as presented in drawings provided.

Chairman Henney stated the proposed would have to go before the Common Council on August 1st for approval. Chairman Henney entertained a motion for approval. Commissioner Hintz motioned to accept the revisions as presented. Seconded by Commissioner Veronico-Ventura. All voted aye, motion carried.

256 E. Chestnut Street

Chocolate Expressions d/b/a Inside Scoop (Judy Lemieux/Nickie Sullivan-building owner)

Sign Permit Application and Status of Notice of Violation

Ms. Lemieux wished to apologize to the HPC Commission as she stated she did not know the sign for Inside Scoop was a violation. She felt there was a lack of communication and her intentions were not to put up a sign that was not HPC compliant.

The Commissioners asked if the sign for Inside Scoop was the logo for the business. If not, the font of the lettering would not be compliant. After some discussion, it was determined it was a logo, and therefore an allowable font. Pat Scherrer, Building Inspector stated the maximum allowed letter size is 12" and it would also have to be on the outside of the window.

Chairman Henney entertained a motion to recommend approval. Commissioner Hintz motioned to recommend approval of the Sign Permit for 256 E. Chestnut Street, as presented, subject to the size of the letters being verified by Pat Scherrer, Building Inspector. Seconded by Commissioner Veronico-Ventura. All voted aye, motion carried.

456 Milwaukee Avenue

One Stop Scrub Shop Matt Daniels-owner (Darrell Deavers, Burl Sign Co.)

Sign Permit Application

Façade Improvement Grant Application (Sign)

Mr. Spankowski presented the Sign Permit Application for 456 Milwaukee Avenue, and distributed a color rendering of the sign to be made of HDP board, sandblasted, like other signs in the HPC District. Colors to be burgundy white and brown.

Pat Scherrer, Building Inspector was concerned if the size would meet code requirements for the upper façade coverage. Mr. Spankowski will provide the measurements to Pat Scherrer to determine percentage.

Chairman Henney entertained a motion to recommend approval. Commissioner Veronico-Ventura motioned to recommend approval of the Sign Permit Application for 456 Milwaukee Ave., as presented, as long as the percentage area meets HPC code, to be determined by Pat Scherrer, Building Inspector. Seconded by Commissioner Brzezinski. All voted aye, motion carried.

Façade Grant Application submitted for the sign at 456 Milwaukee Avenue, The One Stop Scrub Shop. After some discussion, Chairman Henney entertained a motion to recommend approval. Motion to approve \$250.00 made by Commissioner Hintz. Seconded by Commissioner Veronico-Ventura. No further discussion, all voted aye, motion carried.

324, 326, 332, 340 and 344 N. Pine Street

Kass Management (John Hobbs, Ken Parkett-owner)

Certificate of Appropriateness Application

Mr. Hobbs was present to discuss items he was proposing for the Certificate of Appropriateness Application. Mr. Hobbs indicated he would like to re glaze the windows and repaint them. He also would like to replace the rear upstairs door, with a French style steel door, and install missing brick molding, repair the bad bricks, and repaint the back door of 324 N. Pine Street white. He also indicated that the bricks in the back of the building were disintegrating and he would like to use cement mortar over them to prevent further deterioration.

Commissioner Veronico-Ventura excused herself from discussion due to conflict of interest. Chairman Henney stated there was not a quorum without Commissioner Veronico-Ventura and although the Commission could give direction and advice, nothing could be voted on until the August meeting.

Commissioner Hintz explained the complete scope of the project should be presented at the August meeting. Chairman Henney stated that mortar over bricks was not typically allowed in the HPC District for repair or patching of bricks.

100 W. Chestnut Street, Oriental Heating Oasis and Wellness Center (Charlotte Angelini, Date Bruesewitz-building owner)

Certificate of Appropriateness Application

Sign Permit Application

Façade Grant Application (awning and sign)

Mr. Spankowski presented the Certificate of Appropriateness Application for 100 W Chestnut Street. He stated the old awning would be removed and replaced with a new one. The framing would remain, with new fabric installed, of which a color rendering was provided. The lights under the awning would also be removed.

After some discussion, Chairman Henney entertained a motion for recommendation of approval. Commissioner Veronico-Ventura motioned to recommend approval of the Certificate of Appropriateness Application as presented. Seconded by Commissioner Hintz. All voted aye, motion carried.

The Sign Permit Application for 100 W. Chestnut Street requested placing the sign in the windows on the front and side views of the building. The sign would be gold vinyl with the lettering style of President.

Chairman Henney entertained a motion to recommend approval of the Sign Permit Application for 100 W Chestnut Street. Motion to recommend approval, subject to review by Pat Scherrer, Building Inspector for percentage of window coverage allowance, and as presented, made by Commissioner Hintz. Seconded by Commissioner Veronico-Ventura. All voted aye, motion carried.

The Façade Grant Application submitted for 100 W Chestnut Street was for the amount of \$2150.00. \$1900.00 for the awning and \$250.00 for the sign. Chairman Henney entertained a motion to recommend approval. Motion made by Commissioner Veronico-Ventura. Seconded by Commissioner Brzezinski. All voted aye, motion carried.

152 E. Chestnut Street, Wisconsin Craftsman, Michael Melby ((Tabled: 2/26/09,6/26/09)

Certificate of Appropriateness Application

Façade Improvement Grant Application

Status of Notice of Violation

Pat Scherrer, Building Inspector reported that fines for the violations would start, and that they will be per day fines. There being no additional items to report on 152 E Chestnut Street, it was tabled to the August meeting.

Discussion of Current Projects and Response Team Visits.

<i>Applicant Business</i>	<i>Address</i>	<i>Project</i>	<i>Date Approved</i>
Dennis Spankowski 1 st Quest Investments <i>See Comments under tonight's discussion</i>	557 Milwaukee Avenue	Remove existing cedar shake single roof awnings. Install MDO plywood and paint plywood to match the rest of the building. Install aluminum awnings with Sombrell fabric. New. Discussed in #7 above.	6/25/09
Mike Sullivan Sullivan Real	256 E. Chestnut Street	Remove and replace aluminum THH	2/26/09

Estate Investments, Inc. <i>No New Updates</i>		windows remove metal panels off outside of building in a few areas. to see what is underneath and to do some tuck pointing New No update from applicant to report on approved portion of the project and no additional information received to clarify unapproved portion of the project	
Karen Gabriel Webster Frank Troost (Exclusively Yours Floral) <i>Applicant has not provided colors</i>	133 E. Chestnut Street	Repairs, caulking, tuck pointing, and replacement of two upper picture windows with vinyl windows Update Windows are done, tuck-pointing is done, painting to be done in July 2009 New Paint colors are not yet reviewed/approved by Staff	11/20/08, 06/25/09
Bill Stone Shy Violet Antiques <i>See Comments under tonight's discussion</i>	129 E. Chestnut Street	Removing the paint, replacing the windows and removing the existing wood above the windows and to restore the bulkheads below with paint colors to match the adjoining buildings Update Roof and HVAC are done Bricks stripped and paint is off, tuck-pointing has started bulkheads and 3 windows remain to be done New See #6 above	2/28/08
Dale Bruesewitz Burlington Floral <i>Completed</i>	140 W. Chestnut Street	Installing and painting wood panels below the storefront. Installing and painting molding around the wood panels. Color is Peace Yellow New Done per applicant 7/7/09. See project completion photo	9/27/07
Kathryn Martell <i>Facade Done - Remove from list</i>	173 E. Chestnut Street	Substantial Façade Improvements to be made Window, door and bulkhead replacement. Windows and trim on 1 st , 2 nd and 3 rd floors to be painted Renwick Olive Remaining trim and bulkheads to be painted Downing Sand. New Façade portion of the project finished per applicant	6/28/07
Hansen Oil Dale Bruesewitz <i>No New Updates</i>	148 W. Chestnut Street	Roof railing to be painted Skelly Red (FYI fence related to conditional use was tabled at 11/20/08) New No update from applicant to report	09/25/08

Review of Grant Funding Status

To date, \$29,698.53 of Façade Grant Funds approved for projects, leaving \$20,301.47 of un-obligated grant funds. \$18,019.25 of the approved funding has been distributed to completed projects, the actual balance remaining of Façade Grant Funds for Round #3: \$31,980.75.

There being no further items for discussion, Chairman Henney entertained a motion for adjournment. Motion to adjourn made by Commissioner Hintz. Seconded by Commissioner Brzezinski. Chairman Henney adjourned the meeting at 7:42 P.M.

Minutes Respectfully Submitted By:

Deb Rintamaki
Department of Public Works

Draft

**CITY OF BURLINGTON
Committee of the Whole Minutes
Robert Miller, Mayor
Beverly R. Gill, City Clerk
Police Department Courtroom
August 18, 2009 6:30 p.m.**

1. CALL TO ORDER/ROLL CALL

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

Staff: Administrator Kevin Lahner, Assistant to the Administrator Megan Johnson, Police Chief Scot Eisenhauer, Utility Manager Connie Wilson, Department of Public Works Dick Pieters, Fire Chief Dick Lodle and Tom Foht of Kapur Engineering.

2. CITIZENS COMMENTS

None

3. APPROVAL OF MINUTES FROM AUGUST 4, 2009

A motion was made by Jim Prailes with a second by Fischer to approve the minutes of August 4, 2009. With all in favor, the motion carried.

4. RESOLUTION 4350(26) "A RESOLUTION AUTHORIZING AN APPLICATION FOR A STATE TRUST FUND LOAN FROM AND THE ISSUANCE OF CERTIFICATES OF INDEBTEDNESS TO THE WISCONSIN BOARD OF COMMISSIONERS OF PUBLIC LAND AND MAKING CERTAIN COVENANTS RELATING TO THE BUILD AMERICA BOND PROGRAM"

The mayor explained that Resolutions 4350(26) and 4351(27) are related to the same subject but the state mandates that there is a certain order in which they must be addressed.

5. RESOLUTION 4351(27) "A RESOLUTION TO CONSIDER AUTHORIZING AN APPLICATION FOR A STATE TRUST FUND LOAN IN THE AMOUNT OF \$490,493 FOR THE PURPOSE OF FINANCING A BULK CAPITAL EQUIPMENT PURCHASE"

Vos questioned what the actual purchase cost of the trucks is as he thought it was going to be \$149,000. Lahner explained that the amount should be around \$152,000.

Fischer questioned if this would be for the purchase of three trucks plus part of the fourth? Lahner stated that this is for three trucks plus the cost of issuance of the bonds.

Simenson questioned if the net interest included the additional fees. Lahner explained that the interest would be charged on the total amount borrowed.

Vos questioned if the trucks would be traded or sold outright. Pieters stated that they would be sold outright "as is" and would likely receive around \$31,000.

In the interest of saving the \$7,500 fee for processing the loan, Johnson questioned if someone on staff could do the paperwork. Lahner explained that the city's financial advisors, Ehlers and Associates have always been relied on for bond issues.

6. RESOLUTION 4352(28) "A RESOLUTION TO CONSIDER APPROVING A TWO-YEAR EXTENSION FOR FILING THE FINAL PLAT FOR THE SCHAEFER SUBDIVISION LOCATED AT 34235 YAHNKE ROAD IN THE CITY OF BURLINGTON"

Simenson felt that it was really important to have space designated in a development for a play area for the children. She said just an open field with the city keeping it mowed would be good enough as she wasn't asking for any playground equipment.

Vos reminded everyone that this issue needs to be addressed by the Park Board and it is their decision as to what they would like.

The mayor stated that the developers have already set aside approximately twenty-six acres.

Rauch commented that they didn't necessarily agree to set aside that much land as the fact that it is not developable being environmental corridor and floodplain.

Mr. Greg Reesman of RFD II, LLC a member of the development, stated that the parkland issue could be addressed in the future when the final plat is brought back to the city. Mr. Reesman also stated that the reason it is before council at this time is to request a two-year extension of the final plat. Due to economic conditions and the real estate market it is not possible to proceed at this time which is the reason for the request.

7. DISCUSSION REGARDING THE DOWNTOWN REDEVELOPMENT PROJECT

Johnson said that it was his understanding that the city had made an agreement with the Co-op to purchase their land and he wondered if there was a time limit in the agreement as he was afraid that the city would be stuck with the land. Lahner explained that the closing on the property has been moved back to November and the development group has had problems establishing their financing on the project.

Rauch questioned if the city was going to delay closing on the Co-op until the development group had their financing in place. Lahner explained that the city would be purchasing the property and the delay should allow the developer to get the financing in place.

Simenson believed that everything had to fall into place before moving forward and she did not understand why she had to hear from a citizen that the financing had fallen through. She questioned when the city was ever going to make the council aware of this problem. She felt the city was in a vulnerable position by spending all of this money and having no contingencies in place. Lahner explained that work is now being done on a comprehensive update of the project for the CDA and he also wanted everyone to remember that most of their financing is in place and it is only a small portion that needs to be addressed.

Lahner spoke about the \$700,000 Wisconsin Department of Commerce Grant that the city has applied for addressing the clean-up costs. Simenson questioned what would happen if the grant does not materialize and the city has bought the land and now has to do the remediation. Lahner said that the city could do it without the grant, but it is a significant amount of money and he felt the city was in a good position to receive the money. He said the grant would be used for the purchase cost as well as the remediation.

Rauch questioned when the council would be given an update on the financing. Lahner thought it would not be too long before it would be resolved as they have a good package put together and it is just the economy at the moment.

Vos questioned the lack of progress of the development on Chestnut Street as it seemed to be on a fast track at one time but he hasn't seen any construction on the site. Lahner stated that actually as of tomorrow it would be moving forward.

Rauch questioned how the rest of the downtown development was progressing. Lahner stated that it was going very well and was in a good position.

8. OTHER MATTERS

Vos questioned what the progress is on the "twin towers". Lahner stated that a raze order will be coming through and it will cost approximately \$7,000 to restore the area. This cost will be at the property owner's expense and if not paid will be placed on the real estate tax bill for collection.

9. ADJOURN

A motion was made by Hintz with a second by Rauch to adjourn the meeting. With all in favor, the meeting adjourned at 7:40 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 53105
Phone: (262) 342-1170 Fax: (262) 342-1178
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Common Council Agenda Item Number: 9	Date: September 1, 2009
Submitted By: Bridget Lois, Treasurer	Subject: Prepays and Vouchers

Details:

Attached please find the Voucher and Prepaid list for bills accrued through September 1, 2009:

Total Prepays:	\$ 529,352.34
Total Vouchers:	\$ 200,959.17
Reimbursements:	\$ 1,024.90
Grand Total:	\$731,336.41

Financial Remarks:

Executive Action:

Staff recommends that the Common Council accept these vouchers and prepays in the amount of \$731,336.41 at the September 1, 2009 Council meeting.



CITY OF BURLINGTON

City Clerk

300 N. Pine Street, Burlington, WI, 53105
(262) 342-1171 – (262) 763-3474 fax
www.burlington-wi.gov

Common Council Agenda Item Number: 10	Date: September 1, 2009
Submitted By: Beverly R. Gill, City Clerk	Subject: Licenses

Details:

The alcohol license list for applications accrued through September 1, 2009 are as follows:

Licenses Recommended for Approval

Operator's Licenses

Baker, Matt A.
Byram, Lloyd T.
Harcourt, Monica R.
Rooker, Tiffany K.
Vanderwerff, Briel R.
Verhagen, Julie A.
Vos, Elise M.

Financial Remarks:

None.

Executive Action:

Staff recommends the Common Council accept the presented licenses at the September 1, 2009 Council meeting.