



## CITY OF BURLINGTON

### Administration Department

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**CITY OF BURLINGTON  
Committee of the Whole Minutes  
Robert Miller, Mayor  
Beverly R. Gill, City Clerk  
December 6, 2011**

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

Mayor Bob Miller called the meeting to order at 6:31 p.m. starting with roll call. Aldermen present: Bob Prailes, Ed Johnson, Peter Hintz, Jim Prailes, Tom Vos, Jeff Fischer, Katie Simenson Excused: Steve Rauch

Student Representatives: Dale Morrow, Paul Dhillon

Also present: City Attorney John Bjelajac, City Administrator Kevin Lahner, Police Chief Peter Nimmer, Fire Chief Richard Lodle, Treasurer Steve DeQuaker, Public Works Director Connie Wilson, Supervisor Streets and Parks Dan Jensen, Library Director Gayle Falk, Assistant to the Administrator Megan Johnson, Tom Foht and John Grosskruetz of Kapur Engineering and Stephanie Schulte of RCEDC

**2. CITIZENS COMMENTS AND QUESTIONS**

None

**3. APPROVAL OF MINUTES FOR NOVEMBER 15, 2011**

A motion was made by Vos with a second by Johnson to approve the minutes from November 15, 2011. With all in favor, the motion carried.

**4. DISCUSSION REGARDING A REQUEST FOR PROPOSAL (RFP) FOR DEVELOPMENT IN THE BURLINGTON MANUFACTURING AND OFFICE PARK (BMOP)**

The mayor opened the discussion by stating Racine County is out of Class A industrial space with the purpose of the RFP to encourage developers to construct a spec building in the Burlington Manufacturing and Office Park. He stated that developers are looking for buildings and not just vacant land.

Lahner discussed the availability of three buildable lots in the BMOP with one dividable lot. He also discussed a deterrent to any developer looking at the city would be a lack of Class A buildings. With RCEDC's assistance a document was created to see if any interest could be generated in the BMOP. Lahner said the proposals would be sent out to the development community in the area and then evaluate any proposals and interview.

Vos questioned if there was an existing listing agent at this time. Lahner replied it is only being marketed through RCEDC. Vos stated he was in favor of this idea and thought the city was on the right track.

Vos then asked if there was any money available through the Revolving Loan Fund. Lahner stated there was approximately \$500,000.

Johnson questioned the definition of a Class A building. Lahner stated it is a building that has a "higher end" finish, a number of dock doors, certain ceiling height and capability of being customized to address needs of prospective tenants.

Simenson asked how much emphasis would be placed on attracting new businesses vs. relocating businesses that are already in the city. Lahner thought it was possible that an existing business in Burlington would want to expand with their current location then becoming available. He further stated the property would also be marketed both regionally and statewide.

Vos stated it was not only the city's obligation to attract new business, but to also retain our current businesses. According to the mayor, there is a study that is being done by RCEDC at this time to address that issue. The report will be made available to the council at their next meeting.

The consensus of the council was to proceed with the RFP.

5. **RESOLUTION 4510(35) "A RESOLUTION TO CONSIDER APPROVING A LETTER OF AGREEMENT BETWEEN THE CITY AND RACINE COUNTY ECONOMIC DEVELOPMENT CORPORATION (RCEDC) FOR ONE YEAR"**

The mayor introduced Resolution 4510(35) to the council for discussion. Simenson was interested in hearing the results of the survey of which Stephanie Schulte of RCEDC will provide at the next meeting.

This resolution is scheduled for the December 20, 2011 Common Council meeting.

6. **RESOLUTION 4511(36) "A RESOLUTION TO CONSIDER APPROVING TASK ORDER NUMBER EIGHTY-FOUR WITH KAPUR & ASSOCIATES FOR FINAL DESIGN AND CONSTRUCTION MANAGEMENT WITH THE WASTEWATER TREATMENT PLANT PHASE TWO PROJECT IN THE AMOUNT OF \$828,427"**

The mayor introduced Resolution 4511(36) to the council for consideration.

Simenson asked why the DNR is now soliciting for comments on the radium removal at this date as was recently reported in the Racine Journal Times. Lahner explained the DNR has an open comment period which is part of the process for the "Safe Drinking Water Fund Loan".

Vos asked for clarification on the amount of \$828,427 that is referred to in this resolution.

Mr. John Grosskreuz of Kapur Engineering offered an explanation on the amount. He said the original plans for Phase 2 and 3 upgrades that were done in 2009 was a sixteen million dollar project. This portion is the phasing out of the expansion part of the wastewater treatment plant upgrade; it is equipment replacement, energy saving modification of the aeration systems and addressing high strength waste which is another energy producing project. These revisions would reduce the project cost by fifty per cent.

Vos said at the end of spending eleven million dollars-how long will that last. Lahner stated that it doesn't address capacity expansion and if there is significant growth, additional capacity would be necessary.

Vos questioned again if it could be reasonably said that this should take the city another fifteen to twenty years as long as there is not significant growth. Lahner and Wilson both concurred that would be accurate.

Simenson questioned what capacity we are at today. Wilson stated that it was about sixty-five per cent.

This resolution is scheduled for the December 20, 2011 common council meeting.

7. **RESOLUTION 4512(37) "A RESOLUTION TO CONSIDER APPROVING THE 2012 ANNUAL BUDGET"**

The mayor introduced Resolution 4512(37) to the council for discussion.

Simenson said she was uncomfortable giving raises during these economic times and was concerned with the lack of funding for road projects in 2012 and the future. She said the budget can be made to look good without putting in what it actually costs to run the city.

Vos questioned the thirty-two per cent fund balance being higher than the usual twenty-five per cent and if any of that money could be used for economic development. Lahner replied that it would be the council's decision whether to use the fund balance but said the high fund balance affords the city flexibility. Lahner would caution against using the fund balance due to the unknown in the economy and future contractual obligations.

Johnson questioned if extra money had been budgeted for 2012 elections. Lahner replied the city had budgeted for the possibility of six elections.

Vos asked if any money had been budgeted for land acquisition. Lahner replied there is nothing allocated in the proposed 2012 Budget. He said TIF 3 was very healthy and if anything were to happen within the TIF, that money could be used.

This resolution has been placed on this evening's common council meeting for consideration.

**8. RESOLUTION 4513(38) "A RESOLUTION TO CONSIDER APPROVING A LETTER OF ENGAGEMENT WITH PATRICK ROMENESKO FOR THE 2011 AUDIT IN THE AMOUNT OF \$30,800"**

The mayor introduced Resolution 4513(38) to the common council. There was no discussion.

This resolution is scheduled for the December 20, 2011 Common Council meeting.

**9. RESOLUTION 4514(39) "A RESOLUTION TO CONSIDER APPROVING AN AMENDMENT TO THE FEE SCHEDULE TO INCREASE PARK RESERVATION FEES"**

The mayor introduced Resolution 4514(39) to the common council. Bob Prailes said the increase was proposed to bring all the fees for the parks in line with each other.

Vos questioned if the hard costs were known to justify the increase in fees. Bob Prailes replied that the Park Board will be looking at that issue.

This resolution is scheduled for the December 20, 2011 Common Council meeting.

**10. DISCUSSION "A DISCUSSION REGARDING SAFETY OPTIONS FOR CROSSWALKS AT WEST STATE STREET/NORTH ELMWOOD AVENUE AND WEST STATE STREET/SOUTH MAPLE AVENUE"**

Dan Jensen led the discussion on safety options for West State Street which included placing lane delineators on West State Street to narrow the street, paint the area with white striping to show the traffic lane and the use of reflective road markers. He said the first option would affect the parking lane while the other two options would not.

Simenson said the council never had conversations on the current proposals but rather had conversations regarding a median.

Jensen replied that it was probably because a median would create a safety issue for pedestrians. Lahner stated the median would create a hazard with both the delineators and median eliminating parking on West State Street.

Simenson was concerned that the winter snow would cover up any markings on the street and render them useless.

Vos said he had received three calls: One from a resident on West State Street who has a disability and the no-parking would be creating a problem for him, the second from a resident along North Kendrick who thought one crossing along State Street should be chosen instead of two and the third from someone who was concerned with a vision triangle when approaching West State Street from Elmwood.

Hintz suggested putting up No Passing and Pedestrian signs but also thought the public needed more education on pedestrian crossings. He said the signs would be cheaper than flashing lights.

Lahner said the solutions created both good and bad issues. The good was the elimination of random crossings but the challenges were the traffic passing on the right side.

Simenson wanted something more than just a band-aid approach and wanted someone who is knowledgeable and has worked through this problem to come up with the answer. She said this has to be an issue in other cities as well, and what was their solution.

Lahner replied that staff had come up with recommendations, but council does not like the ideas. The city is now looking to council for feedback with the goal of narrowing the street.

Fischer questioned if a traffic signal would be a safer method for pedestrian traffic and what would be the cost. Lahner replied that he didn't know if the area would meet the requirements for a signal. Lahner thought the cost would be around \$150,000.

Bob Prailles suggested a flashing light activated by pedestrians such as at Veteran's Terrace with a cost of \$20,000.

The mayor discussed the crosswalks on McHenry/Garfield which are activated by pedestrians and flash yellow the rest of the time.

Foht said that when traffic signals are put in at an intersection, the traffic expects a signal and it will slow down traffic. He further stated that there are many other crosswalks in the city with the same situations and he felt driver education and impatient drivers were part of the problem.

The mayor cited similarities with the crossing on McHenry Street by the hospital with the problems on State Street.

Simenson requested the opinions of Nimmer, Foht and Jensen on this issue.

Nimmer commented that passing on the right is legal as long as no hazard is created, but if a child is in the crosswalk then that becomes a problem. He said the difference between McHenry Street and State Street is a difference in speed limits and cars parked along McHenry which tends to slow down the traffic. He was not in favor of markings on the road because of winter and to place a permanent structure may create residual issues. Enforcement would be another option, but the police cannot be there all the time. Nimmer suggested crossing guards during the school hours might be another option.

Jensen said that due to the sense of urgency of the matter, his suggestion was the delineators that he had seen work in other communities which are also in the Uniform Traffic Design Manual. His other options were striping and striping with reflective road markers.

Foht thought that any of the alternatives were not going to meet every wish of the council with the best idea being a physical structure.

Atty. Bjelajac said that enforcement could be an issue with some of the ideas.

Simenson added that she is uncomfortable with the installation of two sets of flashing lights along State Street.

Bob Prailles suggested elimination of the crosswalk at Maple and make the crossing at Elmwood safer.

The mayor requested administration and staff come back with the cost figures to install flashing lights at Elmwood which would be similar to those at Veteran's Terrace and the cost figures to paint over the striping at Maple thus eliminating that crosswalk. These figures are to be provided to council at the December 20, 2011 Committee of the Whole meeting.

**11. 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 7:47 p.m.

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