



## 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)

**CITY OF BURLINGTON**  
**Committee of the Whole Minutes**  
**Robert Miller, Mayor**  
**Beverly R. Gill, City Clerk**  
**March 20, 2012**

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

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

Student Representatives Present: Dale Morrow and Paul Dhillon.

Also present: City Attorney John Bjelajac, City Administrator Kevin Lahner, Police Chief Peter Nimmer, Treasurer Steve DeQuaker, Public Works Director Connie Wilson, Public Works Supervisor Dan Jensen, Library Director Gayle Falk and City Engineer Tom Foht.

**2. CITIZENS COMMENTS AND QUESTIONS**

None

**3. APPROVAL OF MINUTES FOR MARCH 6, 2012**

A motion was made by Hintz with a second by Jim Prailes to approve the minutes from March 6, 2012. With all in favor, the motion carried.

**4. PRESENTATION BY THE WESTERN RACINE COUNTY HEALTH DEPARTMENT REGARDING THE 2011 ANNUAL REPORT**

Ms. Cheryl Mazmanian, City of Burlington's Health Officer and Ms. Lindsay Anderson RN presented the 2011 Western Racine County Health Department's Annual Report.

Vos questioned if the data in the graphs for the City of Burlington could be broken down more. Ms. Mazmanian stated it could not be broken down any more on the report due to confidentiality laws.

There were no further comments.

**5. DISCUSSION REGARDING CAPITAL IMPROVEMENTS AND FINANCING**

Administrator Lahner gave a presentation regarding the City's current Capital Improvement Program (CIP) and a potential revision to this plan. Lahner proposed a plan to borrow funds with bonds at a current low interest rate to complete road and utility projects scheduled over five years in a two year time frame. Lahner explained this method has the potential to save the City a minimum of \$200,000 due to the record low interest rates.

Simenson questioned what the impact of compressing the maintenance schedule will be in thirty years when repairs will be needed again to the roads. Lahner explained it should have no impact as the City is currently behind on the maintenance schedule.

Simenson stated she is concerned with borrowing over twenty years especially for high traffic roads when repairs will be needed before the bond will be paid off. Lahner stated that high traffic roads would be maintained as standard practice and shouldn't need large scale repairs during the bond period.

Vos questioned what would happen to the CIP after this two year period. Lahner stated the topic would be revisited with the Council in the future but recommends a budget of at least \$500,000 per year.

Vos questioned what percentage of overall indebtedness this proposal would put the city at. Lahner stated he would need to look into the exact amount however the city is well under the State allowed debt/levy limit. He further stated the debt would balance in the long run with the possibility of saving money from the low interest rate.

Simenson questioned what the total borrowed amount would be if this proposal was added with the current bonds. Lahner replied it would be \$3,031,981.

Simenson stated she is uncomfortable with borrowing for infrastructure projects and feels funds should be budgeted for each year to handle these projects. Lahner stated it is ultimately a policy issue for the Council to decide how to handle.

Rauch questioned why the \$1.5 million bonds borrowed recently allowed for a three year completion time for the project while this bond only allows for two years. Lahner responded they are different types of bonds with different requirements. Rauch further questioned if the amount of proposed work would require a referendum due to Act 10. Lahner stated that road work does not qualify for Act 10 procedures however bond proceedings require elector notification in which they could request a referendum.

Vos stated that the Council has chosen to deny saving for infrastructure repair in the past to keep tax rates down. He feels this proposal will allow for funds to be spread out enough to avoid tax spikes while completing the needed projects.

It was the Council's consensus to proceed with this proposal.

**6. RESOLUTION 4540(65) "A RESOLUTION TO CONSIDER AUTHORIZING AN AGREEMENT WITH EHLERS INVESTMENT PARTNERS FOR INVESTMENT ADVISOR SERVICES"**

The mayor introduced Resolution 4540(65) to the Council for discussion.

Kenneth Herdeman of Ehlers Investment Partners gave a presentation regarding investment and advisor services Ehlers could provide the City. Mr. Herdeman highlighted that investment opportunities with Ehlers has a higher rate of return than most standard investment procedures municipalities typically use and lessen staff time used to research investment opportunities.

Vos questioned if all funds would be used for investment purposes, including the enterprise funds. Lahner confirmed all funds would be used.

Vos questioned what is currently being invested by the city. Treasurer DeQuaker stated he would need to look into that to determine the exact amount, however, the City currently has about 1.5 to 2 million dollars invested in several CD's, investments in the Local Government Investment Pool, and money market accounts. DeQuaker further stated the returns on these investments are quite low and feels Ehlers would be a great opportunity for the City.

There were no further comments. This resolution will move forward to the April 4, 2012 Common Council meeting.

**7. RESOLUTION 4541(66) "A RESOLUTION TO CONSIDER APPROVING A LETTER OF AGREEMENT FOR THREE YEARS WITH ACCURATE APPRAISAL FOR ASSESSMENT SERVICES IN THE AMOUNT OF \$13,500 PER YEAR"**

The mayor introduced Resolution 4541(66) to the Council for discussion.

Vos questioned what is currently being paid to National Appraisal. Administrator Lahner stated \$18,000 per year. Lahner further stated Accurate Appraisal contracts with many municipalities in Walworth County and has many options for reassessment processes when the time approaches.

There were no further comments. This resolution will move forward to this evening's common council meeting.

**8. RESOLUTION 4542(67) "A RESOLUTION TO CONSIDER APPROVING THE AWARD OF THE 2012 CITY IMPROVEMENTS PROJECT TO R. R. WALTON & CO., LTD FOR THE AMOUNT OF \$106,504.75"**

The mayor introduced Resolution 4542(67) to the council for discussion.

Bob Prailes questioned if \$32,000 will be coming out of the Park Development Fund in which half will be reimbursed to the fund by the grant for Echo Park. Lahner confirmed this.

There were no further comments. This resolution will move forward to the April 4, 2012 Common Council meeting.

**9. RESOLUTION 4543(68) " RESOLUTION TO CONSIDER APPROVING CHANGE ORDER NUMBER TWO WITH SCHERRER CONSTRUCTION COMPANY, INC. FOR THE RADIUM REMOVAL PROJECT WITH WELLS 9 AND 10 IN THE AMOUNT OF \$29,597.26"**

The mayor introduced Resolution 4543(68) to the council for discussion.

Vos questioned if this will be the final cost for the project. John Grosskreutz of Kapur & Associates stated there will be some smaller items that have been added to the project that will come to the Council in the future but nothing significant.

Vos questioned if the radium removal systems are running. Grosskreutz stated they are.

There were no further comments. This resolution will move forward to the April 4, 2012 Common Council meeting.

**10. RESOLUTION 4544(69) "A RESOLUTION TO CONSIDER APPROVING AMENDMENT NUMBER THREE TO THE PLANNED UNIT DEVELOPMENT (PUD) AGREEMENT FOR FALCON RIDGE CONDOMINIUMS TO EXTEND THE DEADLINE TO INSTALL THE SECOND LIFT OF ASPHALT"**

The mayor introduced Resolution 4544(69) to the council for discussion and recommended extending the deadline.

Rauch questioned why the Council should extend this deadline when it was discussed at the last Council meeting to not extend the deadlines for the Glen at Stonegate Subdivision. Lahner stated the difference with this request is that the street is a dead end and there are less vacant lots remaining than Stonegate.

Hintz stated the base coat for Raptor Court is looking bad and questioned if the City can require the developer to fix it if the extension is granted. Lahner confirmed this and stated staff has already spoken with the developer about that very item.

There were no further comments. This resolution will move forward to the April 4, 2012 Common Council meeting.

**11. RESOLUTION 4545(70) "A RESOLUTION TO CONSIDER APPROVING A TWO-YEAR CONTRACT WITH MUNICIPAL SERVICES, LLC TO PROVIDE PART-TIME BUILDING INSPECTION SERVICES"**

The mayor introduced Resolution 4545(70) to the council for discussion. There were no comments. This resolution will move forward to the April 4, 2012 Common Council meeting.

**12. RESOLUTION 4546(71) "A RESOLUTION TO CONSIDER APPROVING AMENDMENT NUMBER FIVE TO THE PLANNED UNIT DEVELOPMENT (PUD) AGREEMENT FOR LYNCH VENTURES, LLC FOR SITE AND SIGN MODIFICATIONS TO TACO BELL"**

The mayor introduced Resolution 4546(71) to the council for discussion. There were no comments. This resolution will move forward to the April 4, 2012 Common Council meeting.

**13. ORDINANCE 1945(22) "AN ORDINANCE TO CONSIDER REPEALING SECTION 187-15 AND 187-16 FROM THE MUNICIPAL CODE AND RECREATING SECTION 187-15"**

The mayor introduced Ordinance 1945(22) to the council for discussion.

Chief Nimmer explained to the Council that this ordinance will allow the Council more flexibility in the decision process if a business with an alcohol license earns enough demerit points that requires a revocation hearing. Attorney Bjelajac stated that the current ordinance requires a mandatory revocation hearing if a certain amount of demerit points are earned and limits repercussions by the Council for the matter. Bjelajac further stated this ordinance would allow for staff discretion of complaints and violations and allow Council to choose the outcome of the issue.

Simenson and Vos equally stated that they were very uncomfortable with the prior revocation hearing a year ago due to the lack of options with the outcome and they support this revision to the ordinance.

There were no further comments. This ordinance will move forward to the April 4, 2012 Common Council meeting.

**14. MOTION 12-736 "A MOTION TO CONSIDER APPROVING THE BOOKING AND PAYMENT OF \$10,000 TO BARTOLOTTA FIREWORKS COMPANY, INC. FOR THE FIREWORKS DISPLAY ON JULY 4, 2012"**

The mayor introduced Motion 12-736 to the council for discussion. There were no comments. This motion moves forward to this evening's common council meeting.

**15. ADJOURNMENT**

A motion was made by Vos with a second by Rauch to adjourn the meeting. With all in favor, the meeting adjourned at 8:26 p.m.

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Recording Secretary  
Megan E. Johnson  
Assistant to the City Administrator