



AGENDA
COMMON COUNCIL
Tuesday, June 18, 2013

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

Council Members

Mayor Robert Miller
Robert Prailes, Alderman, 1st District
Edward Johnson, Alderman, 1st District
Peter Hintz, Alderman, 2nd District
Ruth Dawidziak, Alderman, 2nd District
Tom Vos, Council President and Alderman, 3rd District
Jon Schultz, Alderman, 3rd District
Tom Preusker, Alderman, 4th District
Todd Bauman, Alderman, 4th 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 June 4, 2013. *(T. Preusker)*
6. Letters and Communications: *(T. Bauman)*
 - A. A letter from Alderman Schultz regarding his absence from the June 18 meetings.
 - B. A letter from Alderman Hintz regarding his absence from the June 18 meetings.
 - C. A letter from Alderman Prailes to resign from Plan Commission.
7. Election of Aldermanic Representatives to City Plan Commission.
8. Reports by Aldermanic Representatives and Department Heads.
9. Reports 1-3: *(R. Prailes)*
10. Payment of Vouchers. *(E. Johnson)*
11. Licenses and Permits. *(P. Hintz)*
12. Appointments and Nominations: *(R. Dawidziak)*

13. **PUBLIC HEARINGS**

None

14. **RESOLUTIONS:**

- A. Resolution 4615(5) to approve a three-year Master Agreement for Engineering Services with Kapur & Associates, Inc. This item was discussed at the June 4, 2013 Committee of the Whole meeting. *(T. Vos)*
- B. Resolution 4616(6) to approve Contract Change Order Number Two with Staab Construction, Inc. for the Phase II Wastewater Treatment Plant Improvement Project in the amount of \$0. This item was discussed at the June 4, 2013 Committee of the Whole meeting. *(J. Schultz)*
- C. Resolution 4617(7) to accept a bid from Cummins NPower, LLC for a portable generator for Wastewater Utility at the cost of \$70,995. This item was discussed at the June 4, 2013 Committee of the Whole meeting. *(T. Preusker)*
- D. Resolution 4618(8) to approve the 2012 Department of Natural Resources Compliance Maintenance Annual Report. This item was discussed at the June 4, 2013 Committee of the Whole meeting. *(T. Bauman)*
- E. Resolution 4619(9) to authorize the issuance and establishing parameters for the sale of not to exceed \$6,305,000 General Obligation Refunding Bonds. This item was discussed at tonight's Committee of the Whole meeting. *(R. Prailes)*
- F. Resolution 4620(10) to approve an Extraterritorial Certified Survey Map for property located W. State Street in the Town of Burlington. This item was discussed at tonight's Committee of the Whole meeting. *(E. Johnson)*

15. **ORDINANCES:**

None

16. **MOTIONS:**

- A. Motion 13-760 to approve a loan to the Burlington Cemetery Association in the amount of \$15,000. This item was discussed at tonight's Committee of the Whole meeting. *(P. Hintz)*

17. **ADJOURNMENT** *(R. Dawidziak)*

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

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: 5	Date: June 18, 2013
Submitted By: Diahnn Halbach, City Clerk	Subject: Meeting Minutes

Details:

Attached please find the minutes from June 4, 2013 Common Council meeting. Staff recommends approval of these minutes.

Options & Alternatives:

N/A

Financial Remarks:

None.

Executive Action:

Staff recommends that the Common Council approve these minutes at the June 18, 2013 Common Council meeting.



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CITY OF BURLINGTON Common Council Official Minutes

Robert Miller, Mayor
Diahnn Halbach, City Clerk
June 4, 2013

1. Call to Order - Roll Call

Mayor Bob Miller called the meeting to order at 6:59 p.m. starting with roll call. Aldermen present: Bob Prailes, Ed Johnson, Peter Hintz, Ruth Dawidziak, Tom Vos, Jon Schultz, Tom Preusker, and Todd Bauman.

Also Present: City Administrator Kevin Lahner, City Attorney John Bjelajac, Police Chief Peter Nimmer, Fire Chief Perry Howard, Public Works Director Craig Workman, Public Works Supervisor Dan Jensen, Treasurer Steve DeQuaker, Director of Administrative Services Megan Watkins, Library Director Gayle Falk, and 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 Representative

Representative from the Chamber of Commerce reminded all about the Sidewalk Days Sale at the end of July and the Chocolate City Golf Outing on September 17, 2013.

5. Approval of Common Council Minutes for March 5, 2013

A motion was made by Vos with a second by Johnson to approve the council minutes from May 21, 2013. With all in favor, the motion carried.

6. Letters and Communications

None

7. Reports by Aldermanic Representatives and Department Heads

Schultz attended his first Western Racine Health Department Meeting. Schultz reported that 330 lbs of drugs were collected during the Clean Sweep. Schultz also noted that the ticks were bad this year. Shultz also reported that on Friday, June 28 and Saturday June 29, the Wisconsin Dental Association is hosting free dental services at Badger High School starting at 5:30 a.m. and is open to anyone in southeast Wisconsin regardless of financial situation.

Vos questioned a letter received from the Cemetery Board that they were planning to disband and wanted to know more about that situation. Mayor Miller confirmed that the letter is correct, that the Board has voted towards dissolution but have not yet formally filed. Mayor stated that according to State Statute, if the cemetery lies in the township, the township is obligated to take over operations. If it lies within a city, after one year of non-maintenance of the grounds, the city may go in and maintain the cemetery and after five years

the city has to go in and take over cemetery operations. Mayor Miller further stated that as of right now the Cemetery Board is still running the cemetery although funds are extremely tight and will dissolve, however, they are also looking at other options and have been approached by a couple of different companies with the thought of acquiring assets from the cemetery and taking over. Vos commented that he hopes the City would not wait an entire year before stepping in to take care of the cemetery. Attorney Bjelajac responded that there are three entities involved; the Cemetery Association, the Town of Burlington, and the City of Burlington and would like all three to be able to work something out and possibly become a Town/City operation. Bjelajac further stated that if the Board dissolves before a solution is formally obtained, the City and Town would need to work together and also depends on what steps the Town is willing to take. Mayor Miller questioned the State Statutes and inquired as to whether or not the City is prohibited from enacting prior to the one year time frame. Vos stated that whatever the law dictates, we should do, however, there is a moral obligation to work with the Town and be proactive in determining a solution to this situation. Bjelajac stated that the State Statute does prohibit the City from stepping in for the first year; however the Town is required to immediately step in and take responsibility of the operations for the portions of the cemetery located within the Township. Attorney further stated that he saw nothing that would prohibit the City from entering into an intergovernmental agreement with the Town of Burlington to take care of the entire cemetery. Mayor Miller stated that there are also a couple of other options and has been working with the association to find a solution that will be in the best interest of everyone.

Lahner welcomed Perry Howard as the new Fire Chief and introduced him to Council. Lahner stated there will be an official swearing in ceremony on Tuesday, June 18 at 6:00 p.m. at the Fire House.

8. Reports 1-4

A motion to approve Reports 1-4 was made Schultz with a second by Hintz. With all in favor the motion carried.

Schultz wanted to know more about the Burlington Housing Authority. Mayor Miller replied that Riverview Manor is owned by the City and run by the Burlington Housing Authority (BHA), which is a Board appointed by the Mayor and approved by the Council. The BHA is tasked with maintenance and operations of Riverview Manor on a daily basis. Schultz asked if this building is federally funded. Mayor Miller replied that there is federal money involved which requires a housing authority to run it. Lahner responded that this facility is subsidized rental apartments that are federally funded on extremely low-interest, long term loans and the Housing Authority is the responsible party for the apartments. Lahner further stated that the facility is very well run and there is a waiting list of at least 20 people.

9. Payment of Vouchers

A motion was made by Preusker with a second by Dawidziak to approve vouchers, pre-pays and reimbursements in the amount of \$621,263.02.

Vos inquired about the Veolia contract, which has changed ownership several times and is actually now Advanced Disposal. Lahner replied that there is at least two years left on the contract and that the language of successors and assigns is built in to the existing contract because of the continued name changes in businesses such as this.

Roll Call Aye: Prailes, Johnson, Hintz, Dawidziak, Vos, Schultz, Preusker, and Bauman. Nay: None. Motion carried 8-0.

10. Licenses and Permits

A motion was made by Bauman with a second by Dawidziak to approve the submitted requests for licenses and permits as presented.

Schultz inquired about the difference between an Operator's License and a Liquor License. Mayor Miller explained that the Operator's License allows an individual sell alcohol, such as a bartender or store clerk. A liquor license allows the owner to store and dispense the alcohol within the facility of which it is licensed, such as a bar or store.

With all in favor, the motion carried.

11. Appointments and Nominations

A motion was made by Prailes with a second by Hintz to approve the submitted nominations of Jeff Schopp and Jennifer Amborn to the Park Board as presented.

Schultz highly recommended Jeff Schopp to the Park Board and that he would make an excellent addition to the Park Board.

There was no further discussion. With all in favor, the motion carried.

12. Public Hearings

A Public Hearing was called to order at 7:15 p.m. by Mayor Miller to hear comments and concerns regarding creating Section 274-11.1 to allow for restaurants serving food to serve alcohol in the outside eating areas within the B-2 and B-2A Zoning Districts until 10:00 p.m. from March 1 through October 31.

Attorney Bjelajac gave an overview of what was discussed at the last Committee of the Whole meeting. Bjelajac stated that due to the discussions, it was determined to leave the existing Ordinance as is, however created a new section (274-11.1) that gives the option to include alcohol in a restaurant's outside seating area, which would require an additional permit. Bjelajac further reviewed the proposed Ordinance and then opened it up to for discussion to address any concerns or make additional modifications.

Judith Schulz, 533 Milwaukee Avenue (located near the Top Museum), stated her concern regarding the time, noise, and smoking. Schulz felt 10:00 p.m. was too late for patrons to be outside on the sidewalks drinking because it would disrupt the residents who reside in the downtown area. Schulz also felt the public smoking would create a polluted environment and wanted to know if that was going to be allowed as well. Bjelajac responded that smoking would be allowed since it is outside. Bjelajac further stated that the 10:00 p.m. time was suggested by Council and will ultimately be up to them to decide if this is an appropriate time to use or not. Schulz then asked if there was a beginning time for when alcohol could be served outdoors. Bjelajac responded that alcohol could be served at any time in the morning. Schulz further requested for there to be some discussion regarding a starting time for alcohol to be served.

Vos stated that as far as he was aware, if alcohol is permitted to be sold then alcohol is allowed to be served when a bar or restaurant opens for business. Bjelajac further stated that according to the Ordinance, alcohol may only be served while there is also food service; if there is no food service, then alcohol may not be served. Vos also stated that the current demerits and point system would still apply and any restaurant with this kind of permit would be held to the same standards as other drinking establishments.

Alderman Schultz inquired about the times of the current general noise Ordinance. Chief Nimmer responded that quiet time in the City of Burlington is between the hours of 10:00 p.m. and 6:00 a.m. Schultz further questioned if there was a start time for the outdoor dining. Lahner responded that there is not a start time; that a restaurant with an outdoor seating permit is allowed to serve outdoors upon opening time of their business. Schultz further questioned the 9:00 p.m. shut down time for restaurants that don't serve alcohol versus the 10:00 p.m. shut down time for restaurants that do serve alcohol. Bjelajac stated that the original sidewalk ordinance could be modified, but the ordinance currently being proposed is a separate issue.

Preusker referred back to the original Outdoor Seating Ordinance and clarified that the outdoor serving time stated in the Ordinance was to be between the hours of 6:00 a.m. and 9:00 p.m. Preusker further stated that if the noise ordinance is between the hours of 6:00 a.m. and 10:00 p.m., then both ordinances should coincide with that time frame.

Vos suggested having this monitored for one year and continuing to enforce the noise ordinance and issue demerits when and if necessary.

Paul Sullivan, owner of The Coffee House, stated that although this permit was not created just for his business, he understands the responsibility he faces as one of the first businesses to obtain this particular

permit. Sullivan stated the business hours of his restaurant and didn't feel there would be a problem violating any noise ordinances or being a disruption to the public.

No further comments were made. A motion to close the public hearing was made by Johnson and a second by Vos. With all in favor, the motion carried. Mayor Miller declared the closing of the Public Hearing at 7:40 p.m.

13. RESOLUTIONS

None

14. ORDINANCES

Ordinance 1967(1) to create Chapter 274-11.1 of the Municipal Code to allow alcohol consumption in the downtown outdoor seating areas for restaurants.

A request for a second reading and a motion to approve was made by Hintz with a second by Vos.

Roll Call - Aye: Prailes, Hintz, Dawidziak, Simenson and Preusker. Nay: None. Motion carried 5-0

15. MOTIONS

Motion 11-759 to consider approving a Special Event Permit to allow the closure of East Chestnut Street from Pine Street to Dodge Street on July 20, 2013 for the Coffee House Rock music festival.

Contingent upon the applicant notifying the surrounding businesses and with the understanding that if there are any objections from the surrounding businesses that this motion will need to come back to Council for further consideration, Johnson motioned to approve Motion 11-759, with a second by Hintz.

Schultz asked to have a time frame established as to when these businesses would be notified. Mayor Miller asked Rubach when she intended to notify the businesses. Rubach replied she intended to have that done this same week. Lahner asked Rubach to have the responses to City Hall by Friday, June 7, 2013.

Roll Call: Aye – Johnson, Hintz, Dawidziak, Vos, Schultz, Preusker, Bauman, Prailes. Motion carried 8-0

16. ADJOURN

A motion was made by Dawidziak with a second by Hintz to adjourn the meeting. With all in favor, the meeting adjourned at 7:453 p.m.

Minutes respectfully submitted by:



Diahnn Halbach
Burlington City Clerk
Racine & Walworth Counties



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

Common Council Item Number: 6A&B	Date: June 18, 2013
Submitted By: Alderman Peter Hintz	Subject: Communications

Details:

Communication A – Alderman Peter Hintz will be unable to attend the June 18, 2013 Committee of the Whole and Common Council meetings.

Communication B – Alderman Jon Schultz will be unable to attend the June 18, 2013 Committee of the Whole and Common Council meetings.

Financial Remarks:

None.

Executive Action:

Staff recommends that the Council accept this communication at the June 18, 2013 Common Council meeting.

Megan Watkins

From: Jon Schultz
Sent: Monday, April 29, 2013 1:42 PM
To: Megan Watkins
Subject: June 18th Council Meeting

Megan,

I will be out of town for this meeting, and thus need to be excused.

Thanks,

Jon E. Schultz II
Alderman, 3rd District, City of Burlington JSchultz@Burlington-WI.gov
262.757.8580

Megan Watkins

From: Peter & Lori Hintz
Sent: Monday, June 03, 2013 4:26 PM
To: Megan Watkins
Subject:

I will be out of town for the June 18, 2013 Council Meeting.

Peter Hintz

Sent from my iPad



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300 N. Pine Street, Burlington, WI, 53105
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Common Council Agenda Item Number: 6C	Date: June 18, 2013
Submitted By: Mayor Miller	Subject: Communications

Details:

Communication C – A letter from Alderman Prailes to resign from Plan Commission due to time conflicts.

Financial Remarks:

None.

Executive Action:

Staff recommends that the Council accept this communication at the June 18, 2013 Common Council meeting.

DUE TO WORK COMMITMENTS
I WILL BE STEPPING DOWN FROM
PLANNING COMMISSION AS OF
JUNE 12, 2013

THANK YOU!

Bob PRACTES



Administration Department
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(262) 342-1161 – (262) 763-3474 fax
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Common Council Agenda Item Number: 8	Date: June 4, 2013
Submitted By: City Staff	Subject: Reports 1-3

Details:

Attached please find the following reports:

Report 1 – Plan Commission minutes, May 14, 2012
Report 2 – Plan Commission minutes, May 21, 2013
Report 3 – Committee of the Whole minutes, June 4, 2013

Options & Alternatives:
N/A

Financial Remarks:
None.

Executive Action:
Staff recommends that the Council accept these reports at the June 18, 2013 Common Council meeting.



Minutes
City of Burlington Plan Commission
Police Dept. Courtroom
May 14, 2013, 6:30 p.m.

Mayor Robert Miller called the Plan Commission meeting to order this Tuesday evening at 6:30 p.m. Roll call: Alderman Robert Prailes; Commissioners Darrel Eisenhardt, Chris Reesman, and John Lynch; and Student Representative Caitlin Yonash were present. Alderman Tom Vos, Commissioner Michael Deans and Student Representative Bianca Clayton were excused. Town of Burlington Representative Phil Peterson was absent. Also present were City Administrator Kevin Lahner, City Planner Patrick Meehan and Zoning Administrator Patrick Scherrer.

APPROVAL OF MINUTES

Alderman Prailes moved and Commissioner Lynch seconded to approve the minutes of April 9, 2013. All were in favor and the motion carried.

CITIZEN COMMENTS

None

LETTERS & COMMUNICATIONS

None

PUBLIC HEARINGS

A. A Public Hearing to hear public comments regarding a Conditional Use application from David Lynch of Lynch Chevrolet for property located at 2300 Browns Lake Drive to upgrade the building façade and signage.

- Mayor Miller opened the Public Hearing at 6:33 p.m.
- There were no comments.

Alderman Prailes moved and Commissioner Eisenhardt seconded to close the Public Hearing at 6:34 p.m. All in favor and the motion carried.

NEW BUSINESS

A. Consideration of a Site Plan application from Dennis Spankowski of Burli Signs for property located at 125 Front Street to construct a cold storage building subject to Patrick Meehan's April 29, 2013 and Kapur & Associates' April 30, 2013 memorandums to the Plan Commission.

- Mayor Miller opened this item for discussion.

- There were no comments.

Alderman Prailes moved and Commissioner Reesman seconded to recommend approval of a Site Plan and Conditional Use Permit for property located at 125 Front Street, subject to Patrick Meehan's April 29, 2013 and Kapur & Associates' April 30, 2013 memorandums to the Plan Commission as follows:

- If the cold storage building will have a solid floor of concrete or other type floor, the elevation should be set high enough to prevent drainage from the east and south from entering the structure.

All in favor and motion carried.

- Commissioner Deans arrived at 6:38 p.m.
- Commissioner Lynch recused himself from the next topic at 6:39 p.m.

B. Consideration of a Site Plan and a Conditional Use application from David Lynch of Lynch Chevrolet for property located at 2300 Browns Lake Drive to upgrade the building façade and signage.

- Mayor Miller opened this item for discussion.
- Alderman Prailes questioned if Patrick Meehan's recommendation of objection to a freestanding sign request was for the size of the signs or the amount of signs proposed. Meehan stated both. Administrator Lahner stated it is illegal to have additional signs to what is currently on site. Lahner further stated a code amendment would be necessary to allow more signage or an appeal to the Zoning Board of Appeals (ZBA). Alderman Prailes questioned if Lynch was aware of the recommendation for the meeting. Lahner stated he spoke with Kurt Petrie of Lynch regarding the recommendation and options Lynch could take.
- Michael Topczewski of Stelling and Associates, architect for Lynch, stated General Motors requires branded signs and questioned if the Commission could conditionally approve a modification to the sign plan suggesting removing the used car sign and keeping the sign by Milwaukee Avenue and Browns Lake Drive. Lahner stated the Commission could not conditionally approve the signs and reiterated a code amendment or variance would be required to complete the project as proposed.
- Patrick Lynch, owner, questioned if the City could be flexible with the sign package since the dealership is located on so much land and mentioned Miller Motor's signage.
- Patrick Scherrer stated the City already granted a variance for the current signage at Lynch.
- Patrick Meehan stated if an amendment is made for the B-1 District, any business could add more signage which may cause an adverse effect.

- Alderman Prailes questioned what would happen if the Commission approved the sign package as presented. Lahner responded that approving it would violate the city ordinance which could ultimately allow others to act against the code without approval.
- Mayor Miller stated there is no guarantee the Council would approve a code amendment. Miller further stated the Commission had two options, to reject the entire plan or approve everything proposed except the freestanding sign proposal.
- There were no further comments.

Alderman Prailes moved and Commissioner Reesman seconded to recommend approval of a Site Plan and Conditional Use Permit for property located at 2300 Browns Lake Drive and deny the proposal for two additional freestanding signs on the northwest corner and at the new/used car dealership building on the property, subject to Patrick Meehan's April 29, 2013 memorandum to the Plan Commission as follows:

- That Plan Commission deem that the proposed modifications to the existing automotive sales and service building do not constitute a substantial alteration to the original City approved PUD District Detailed Plans and that said proposed modifications to the existing automotive sales and service building be approved by the Plan Commission as a modification to the PUD District Detailed Plans.
- That Plan Commission deem that the proposed modifications to the wall signage affixed to the automotive sales and service building do not constitute a substantial alteration to the original City approved PUD District Comprehensive Signage Plan and that said proposed modifications to the wall signage affixed to the automotive sales and service building be approved by the Plan Commission as illustrated on the following two submitted elevation drawing as prepared by Stelling & Associates Architects, Ltd.

All in favor and motion carried.

- Commissioner Lynch joined the meeting at 6:48 p.m.

OLD BUSINESS

Consideration to approve a Site Plan from the City of Burlington for property located at 165 and 181 W. Washington Street to use the property as a parking lot for the Fire Department.

- Mayor Miller opened this item for discussion.
- Administrator Lahner gave an overview of a memorandum from Craig Workman, Director of Public Works, regarding a traffic count study that was held over a two week period where Washington Street was closed for one week. Lahner stated the study revealed there were no back ups reported on Milwaukee Avenue, no traffic incidents, traffic found alternate routes and there were no complaints received by the City during the study time. Lahner further stated that staff is recommending the Option 1 plan.

- Commissioner Lynch inquired why the total traffic count for the area studied went down 20%. Commissioner Reesman stated likely drivers planned ahead and possibly took the bypass or a different route out of the study area. Administrator Lahner stated the study was for a short time period and staff is not aware of what events might have been occurring during that time period. Patrick Meehan stated the traffic counts are less dramatic if they are divided by seven days.
- Commissioner Lynch questioned if the City wants to push traffic into the residential areas. Lynch further questioned if staff had given any consideration to installing signals and/or gates to alert traffic when a fire truck would need to enter or exit the facility. Lynch stated he is concerned with permanently closing off Washington Street. Lahner responded that staff did not look into the gate option or costs associated with it.
- Commissioner Deans stated he had not received any complaints about the temporary closure of Washington Street, noticed drivers taking Johnson Street and Kane Street and gave his support of Option 1. Commissioner Reesman agreed and felt drivers found alternate routes.
- Alderman Prailes gave examples of traffic congestion and driving incidents on Milwaukee Avenue, expressing his concern with making the neighboring intersections unsafe by closing Washington Street. He further stated he will not support closing Washington Street.
- Commissioner Eisenhardt questioned if it was possible citizens did not complain about the closure since it was temporary. Lahner stated it was hard to say, however, the closure was well advertised ahead of time which would have normally brought in calls with concerns.
- Mayor Miller stated staff is trying to find a solution that will be safe for the Fire Department and safe for drivers. He expressed that he did not have an opinion of any of the options presented. He informed the Commission that they had a choice to approve one of the two options or table the item for more information. Lahner stated if the Site Plan is tabled it would not come back this year due to construction timing.
- Alderman Prailes stated he felt Option 2 was the best option since it kept Washington Street open. Prailes questioned how many trains go through the city each day, as he felt this would cause more back ups if Washington Street was closed. Lahner responded that there are approximately 26 per day.
- Commissioner Lynch stated again that he is concerned with traffic being funneled to the residential areas if Washington Street is closed.
- Vicki View Peterson, 1322 S. Teut Road, Burlington, questioned if a flashing light sign could be installed to notify drivers of fire trucks entering or exiting the building as seen in other communities. Commissioner Lynch stated he liked Ms. Peterson's suggestion.
- There were no further comments.

Alderman Prailes moved to approve Option 2 of the Site Plan. There was no second. The motion died. Commissioner Deans moved to approve Option 1 of the Site Plan with a second by Commissioner Reesman. A roll call vote was taken as follows: Ayes: Reesman, Deans; Nays: Eisenhardt, Lynch, Prailes. Vote 3-2. Motion denied. Mayor Miller stated Option 2 of the Site Plan would be tabled for further review and options to be brought back by staff.

ADJOURNMENT

Alderman Prailes moved and Commissioner Eisenhardt seconded to adjourn the meeting at 7:32 p.m. *All were in favor and the motion carried.*



Recording Secretary

Megan E. Watkins

Director of Administrative Services



Minutes
City of Burlington Special Plan Commission
Police Dept. Courtroom
May 21, 2013, 5:30 p.m.

Mayor Robert Miller called the Plan Commission meeting to order this Tuesday evening at 5:32 p.m. Roll call: Alderman Tom Vos; Commissioners Darrel Eisenhardt, Michael Deans and John Lynch were present. Alderman Robert Prailes and Commissioner Chris Reesman were excused. Also present were City Administrator Kevin Lahner, Fire Chief Richard Lodle, Public Works Director Craig Workman, Zoning Administrator Patrick Scherrer, Alderman Tom Preusker and Alderman Jon Schultz.

CITIZEN COMMENTS

None

OLD BUSINESS

A. Consideration to approve a Site Plan from the City of Burlington for property located at 165 and 181 W. Washington Street to use the property as a parking lot for the Fire Department.

- Mayor Miller opened this item for discussion.
- Fire Chief Lodle gave an overview of the project stating the ultimate goal is to provide safety for the fire department personnel. He indicated the fire station has been maintained well and should serve the city at least another 40 to 50 years as it sits now. He further stated Option 2 of the Site Plan is fully supported by the full-time and volunteer fire fighters and feels, although it is a compromise from the original plan, it will still provide for safety and efficiency.
- Commissioner Lynch stated he felt crossing arms at Washington Street/Milwaukee Avenue and Washington Street/Johnson Street could be operated by personnel that are at the department at all times. He further stated that the crossing arms would be the best solution without disrupting traffic patterns. Chief Lodle responded that the Rescue Squad does not have personnel on site at all times. He further stated the fire and rescue personnel and volunteers would need to access these intersections to get to the emergency vehicles and feels the crossing arms may delay quick access for responders. Commissioner Lynch stated he is looking for a compromise to keep the Washington Street and Milwaukee Avenue accesses open. Alderman Vos stated he does not support the idea of crossing arms at an angled intersection and feels it would create an accident-prone area.
- Public Works Director Craig Workman stated staff three main goals for the project; safety, improve efficiency, and maximize parking by closing off Washington Street at the southwest intersection with Milwaukee Avenue. He briefly reviewed his May 16, 2013

memorandum giving an overview of the estimated cost of \$20,000 to \$30,000 for each traffic gate.

- Alderman Vos stated he was in support of Option 2 and did not care for the gate option. He suggested staff look into getting flashing lights for when trucks enter and exit the station. Commissioner Deans seconded this suggestion stating he felt it would help slow traffic down.
- Alderman Vos questioned if Washington Street could be narrowed with no parking on either side to allow a few extra feet to be added to the fire station driveway apron. Administrator Lahner stated staff could look into that option which wouldn't affect the Site Plan that was for approval.
- Commissioner Lynch questioned if a right turn only lane could be added to Milwaukee Avenue for entrance to Washington Street. Lahner stated staff is planning to look at the option of installing a right turn only lane if there is enough room for one.
- Mayor Miller stated the Commission could table Option 2 of the Site Plan to explore more options; however, if the Site Plan is tabled the project would not occur this year.
- There were no further comments.

Alderman Vos moved and Commissioner Deans seconded to approve Option 2 of a Site Plan for 165 and 181 W. Washington Street, subject to Patrick Meehan's January 22, 2013 memorandum to the Plan Commission as follows:

- Minimum Required Landscaping Within Off-Street Parking Lots: Section 315-48(D)(5) requires that: "Canopy trees shall be provided at the rate of one (1) tree for each fifteen (15) off-street parking spaces (or fraction thereof) within the interior of the off-street parking area." Based upon the provision of 27 off-street parking spaces for the proposed new western located parking lot two (2) such trees need to be provided and only one (1) tree is indicated on the Landscape Plan (in the northwestern island area situated between the new parking lot area and the Milwaukee Avenue roadway). Therefore, one (1) additional canopy tree needs to be placed within the northeastern island area situated between the new parking lot area and the Milwaukee Avenue roadway and a revised Sheet 4.5 Landscape Plan submitted indicating the additional canopy tree located in the area described.

Section 315-48(D)(5) requires that single-stem canopy trees (such as the proposed Autumn Blaze Maple and Shade Master Honey Locust trees) be a minimum caliper of 3 inches. The trees proposed on Sheet 4.6 of the proposed Landscape Plan indicate these proposed trees to be only 2-inch caliper. Therefore, these trees need to be increased to a minimum size of 3-inch caliper and a revised Sheet 4.6 Landscape Details submitted indicating the increased canopy tree size of 3-inch caliper.

- Outdoor Lighting Plans: No Lighting Plan was submitted with the Site Plan materials. Therefore, Meehan & Company, Inc. concludes that no outdoor lighting is proposed at this time. If outdoor lighting is proposed at the subject property in the future, Sections 315-35(H) and 315-137(C)(25) of the City Zoning Ordinance

indicate, in part, that a Lighting Plan meeting the following requirements shall be submitted and have, at a minimum, the following elements:

- 1) A catalog page, cut sheet, or photograph of the luminaire including the mounting method, a graphic depiction of the luminaire lamp (or bulb) concealment, and graphic depiction of light cut-off angles.
- 2) A photometric data test report of the proposed luminaire graphically showing the lighting distribution in all angles vertically and horizontally around the luminaire.
- 3) A plot plan, drawn to a recognized engineering or architectural scale, indicating the location of the luminaire(s) proposed, mounting and/or installation height in feet, the overall illumination levels (in footcandles) and lighting uniformities on the site, and the illumination levels (in footcandles) at the property boundary lines. This may be accomplished by means of an isolux curve or computer printout projecting the illumination levels.
- 4) Exterior lighting in the I-1 District shall be limited to total cut-off type luminaires (with angle greater than 90 degrees). The maximum permitted illumination shall be two footcandles (as measured at the property line), and the maximum permitted luminaire height shall be 28 feet as measured from surrounding grade to the bottom of the luminaire.

Roll call vote: Ayes: Vos, Eisenhardt, Lynch, Deans; Nays: None; 4-0. All in favor and the motion carried.

ADJOURNMENT

Commissioner Eisenhardt moved and Commissioner Deans seconded to adjourn the meeting at 6:10 p.m. *All were in favor and the motion carried.*



Recording Secretary
Megan E. Watkins
Director of Administrative Services



Common Council Agenda Item Number: 10	Date: June 18, 2013
Submitted By: Steve DeQuaker, Treasurer 	Subject: Prepaids and Vouchers

Details:

Attached please find the Prepaids and Vouchers list for bills accrued through June 18, 2013:

Total Prepaids:	\$102,007.31
Total Vouchers:	\$138,020.56
Reimbursements:	\$1,440.79
Grand Total:	<u><u>\$241,468.66</u></u>

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

Financial Remarks: 5 Largest Disbursements on Prepaids and Vouchers

1. Veolia Environmental Services – Clean Sweep \$31,363.37
2. Kapur & Associates. Inc – Phase II WWTF Upgrades and Improvements \$22,630.00
3. We Energies – Electric 2100 S Pine Street 04/20/13 to 05/22/13 \$21,904.78
4. We Energies – Street Lights 04/26/13 to 05/29/13 \$18,713.61
5. WI DNR Environmental Fees – 2013 Environmental Fee Statement \$17,927.16

Executive Action:

Staff recommends that the Common Council accept these Prepaids and Vouchers in the amount of \$241,468.66 at the June 18, 2013 Council meeting.

For Council Approval June 18, 2013

Prepays:	05/30/13	\$1,977.76
	06/07/13	\$100,029.55
Total Prepays		<u>\$102,007.31</u>

Vouchers: 06/18/13 \$138,020.56

Reimbursements: 05/31/13 \$1,440.79

GRAND TOTAL \$241,468.66

GL Acct No	Vendor	Vendor Name	Description	Invoice No	Inv Date	Amount	Period
100-454521-001	BOND FEES						
	1282	ELM GROVE POLICE DEPARTMENT	Bumpers, Brian D OCA #12-2864	BUMPERS	05/28/2013	114.00	05/13
	1624	WOOD COUNTY CLERK OF COURTS	BOSS, HOWARD # OCA 13-6352	BOSS	05/28/2013	475.67	05/13
	2022	WAUKESHA POLICE DEPT	Barker, James OCA #13490	BARKER	05/29/2013	185.00	05/13
						774.67	*
Total 100-454521						774.67	
100-454591-000	PARK DEPT						
	8721	VILLANUEVA, JUDITH	SECURITY DEPOSIT REFUND	052513	05/23/2013	100.00	05/13
	8721	VILLANUEVA, JUDITH	PARK RESERVATION REFUND	052813	05/28/2013	50.00	05/13
						150.00	*
100-515132-220	ADMIN - UTILITIES						
	3330	WE ENERGIES	5843-033-004 300 N Pine Street (split)	58430330040513	05/22/2013	386.15	05/13
100-515132-324	ADMIN - MEMBERSHIP DUES						
	5718	WCMA	WCMA MEMBERSHIP DUES KEVIN L	052113KL	05/30/2013	175.00	05/13
Total ADMINISTRATOR						561.15	
100-515140-324	CLERK - MEMBERSHIP DUES						
	3515	WMCA	WMCA Certification Committee	060113DH	05/30/2013	20.00	05/13 PD
Total CITY CLERK						20.00	
100-515141-220	FINANCE - UTILITY SERVICES						
	3330	WE ENERGIES	5843-033-004 300 N Pine Street (split)	58430330040513	05/22/2013	198.92	05/13
Total FINANCE						198.92	
100-525220-220	FIRE - UTILITY SERVICES						
	3330	WE ENERGIES	8419-416-558 341 Origen St	84194165580513	05/23/2013	10.24	05/13
Total FIRE DEPT.						10.24	
Total GENERAL FUND						1,714.98	
251-555511-220	UTILITIES						
	3330	WE ENERGIES	5852-857-487 Library Gas	58528574870513	05/22/2013	122.54	05/13
Total FUND EXPENSES						122.54	
Total LIBRARY OPERATIONS FUND						122.54	

prepaids
05-30-2013

GL Acct No	Vendor	Vendor Name	Description	Invoice No	Inv Date	Amount	Period
621-575740-220	WWTP-ELECTRIC						
	3330 WE ENERGIES		3602-583-285 4302 Lake St Electric	36025832850513	05/16/2013	37.15	05/13
Total WASTEWATER FUND EXPENSES						<u>37.15</u>	
Total WASTEWATER OPERATIONS FUND						<u>37.15</u>	
622-506230-000	SUPPLIES						
	1088 RUNDLE-SPENCE		Rundle-Spence - Water Well #11	S2159440.002	05/20/2013	34.14	05/13
Total 622-506230						<u>34.14</u>	
622-509210-000	OFFICE SUPPLY						
	7343 AT & T		AT & T WATER DEPT 414 R24-8901 36	414R2489010513	05/30/2013	68.95	05/13 PD
Total 622-509210						<u>68.95</u>	
Total WATER UTILITY FUND						<u>103.09</u>	
Grand Total:						<u><u>1,977.76</u></u>	

Dated: _____

Motion for Approval by: _____

Motion Seconded by: _____

GL Acct No	Vendor	Vendor Name	Description	Invoice No	Inv Date	Amount	Period	
100-515132-225	ADMIN - TELEPHONE							
	7343 AT & T		AT & T ADMIN 262 R59-7549 674 8	262R5975490513	05/28/2013	242.59	06/13	
Total ADMINISTRATOR						242.59		
100-515141-225	FINANCE - TELEPHONE							
	7343 AT & T		AT & T FINANCE 262 R59-7549 674 8	262R5975490513	05/28/2013	145.55	06/13	
Total FINANCE						145.55		
100-525211-220	POLICE - UTILITY SERVICES							
	3330 WE ENERGIES		1461-190-073 Gas 224 E Jefferson St	14611900730513	05/22/2013	442.49	06/13	PD
	3330 WE ENERGIES		5843-681-877 224 E Jefferson Electric	58436818770513	05/22/2013	2,739.35	06/13	PD
						3,181.84	*	
100-525211-225	POLICE - TELEPHONE							
	7343 AT & T		AT & T POLICE 262 R59-7549 674 8	262R5975490513	05/28/2013	388.14	06/13	
Total POLICE DEPT.						3,589.98		
100-535321-220	STREETS - UTILITIES							
	3330 WE ENERGIES		1638-891-345 DPW Bldg Electric (split)	16388913450513	05/21/2013	705.62	06/13	PD
	3330 WE ENERGIES		8430-081-871 Gas 2200 S Pine (split)	84300818710513	05/21/2013	104.23	06/13	PD
						809.85	*	
100-535321-281	STREETS - LIGHTING							
	3330 WE ENERGIES		0818-594-802 Sign Liberty & State Rd	08185948020513	05/21/2013	28.33	06/13	PD
	3330 WE ENERGIES		0818-473-268 Municipal Parking Lot	08194732680513	05/22/2013	80.29	06/13	PD
	3330 WE ENERGIES		0838-352-542 Parking Lot Lighting	08383525420513	05/20/2013	20.34	06/13	PD
	3330 WE ENERGIES		0850-628-152 N Pine & Jefferson	08506281520513	05/20/2013	236.03	06/13	PD
	3330 WE ENERGIES		2023-503-060 Stop Lights	20235030600513	05/21/2013	154.81	06/13	PD
	3330 WE ENERGIES		4432-157-847 Street Lights	44321576470513	05/29/2013	18,713.61	06/13	PD
	3330 WE ENERGIES		5043-084-318 200 Amanda Street	50430843180513	05/20/2013	24.55	06/13	PD
	3330 WE ENERGIES		5459-100-732 St Lighting Substation	54591007320513	05/22/2013	193.40	06/13	PD
	3330 WE ENERGIES		5644-617-733 Traffic Signal	56446177330513	05/21/2013	121.66	06/13	PD
	3330 WE ENERGIES		5695-147-539 Electric 572 Milw	56951475390513	05/22/2013	280.39	06/13	PD
	3330 WE ENERGIES		6893-002-943 700 Black Hawk Dr Sign	68930029430513	05/20/2013	8.96	06/13	PD
	3330 WE ENERGIES		7245-068-041 375 N Pine St	72450680410513	05/22/2013	137.68	06/13	PD
	3330 WE ENERGIES		7467-500-426 Jefferson & Bridge	74675004260513	05/22/2013	231.43	06/13	PD
	3330 WE ENERGIES		8499-073-119 Traffic Signal Controller	84990731190513	05/22/2013	213.18	06/13	PD
	3330 WE ENERGIES		8650-632-794 Traffic Signal Power	86506327940513	05/22/2013	103.98	06/13	PD
	3330 WE ENERGIES		9418-285-345 Traffic Signal	94182853450513	05/22/2013	81.68	06/13	PD
						20,630.32	*	
100-535321-353	STREETS REP & MAINT PRKNG DECK							
	3330 WE ENERGIES		7082-958-528 Public Parking Structure	70829585280513	05/22/2013	438.88	06/13	PD
Total STREET ADMINISTRATION						21,878.05		
100-555551-220	PARKS - UTILITIES							
	3330 WE ENERGIES		0635-112-551 Bushnell Soccer Club	06351125510513	05/30/2013	18.47	06/13	PD
	3330 WE ENERGIES		1269-762-568 Bike Path	12697625680513	05/23/2013	31.53	06/13	PD
	3330 WE ENERGIES		1638-891-345 DPW Bldg Electric (split)	16388913450513	05/21/2013	352.81	06/13	PD

PD = Fully Paid Invoice PR = Partially Paid Invoice

prepaids
06-07-2013

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GL Acct No	Vendor	Vendor Name	Description	Invoice No	Inv Date	Amount	Period	
	3330	WE ENERGIES	2428-946-714 Pavillon	24289467140513	05/22/2013	281.02	06/13	PD
	3330	WE ENERGIES	3243-370-777 Amanda St	32433707770513	05/23/2013	35.97	06/13	PD
	3330	WE ENERGIES	3698-542-543 Bathse Wagner Park	36985425430513	05/23/2013	17.18	06/13	PD
	3330	WE ENERGIES	6211-699-899 Electric Dog Park	62116998990513	05/22/2013	39.61	06/13	PD
	3330	WE ENERGIES	6419-916-677 394 Amanda Street	64199166770513	05/23/2013	10.21	06/13	PD
	3330	WE ENERGIES	6895-338-188 355 N Pine St	68953381880513	05/22/2013	91.71	06/13	PD
	3330	WE ENERGIES	8430-081-671 Gas 2200 S Pine (split)	84300816710513	05/21/2013	52.10	06/13	PD
	3330	WE ENERGIES	8893-353-410 Electric Sunset Dr	88933534100513	05/28/2013	101.49	06/13	PD
	3330	WE ENERGIES	9274-302-9920 400 Sunset Dr	92743029920513	05/28/2013	232.16	06/13	PD
						1,264.26		*
Total PARKS						1,264.26		
100-575710-295	CLEAN SWEEP							
	7908	VEOLIA ES INDUSTRIAL SERVICES	VEOLIA - CLEAN SWEEP	310936621	05/07/2013	31,363.37	06/13	
Total GARBAGE COLLECTION						31,363.37		
Total GENERAL FUND						58,464.80		
251-555511-220	UTILITIES							
	3330	WE ENERGIES	0810-148-657 PUBLIC LIBRARY	08101486570513	05/22/2013	1,623.24	06/13	PD
251-555511-225	TELEPHONE							
	7343	AT & T	AT & T LIBRARY 262 R59-7549 674 8	262R5975490513	05/28/2013	194.07	06/13	
Total FUND EXPENSES						1,817.31		
Total LIBRARY OPERATIONS FUND						1,817.31		
621-575740-220	WWTP-ELECTRIC							
	3330	WE ENERGIES	1887-026-576 Electric Sewer Plant	18870265760513	05/22/2013	21,904.78	06/13	PD
	3330	WE ENERGIES	4647-248-215 S of Yahnke Rd/Pump St	46472482150513	05/20/2013	204.46	06/13	PD
	3330	WE ENERGIES	4897-650-087 Springbrook Lift Station	48976500870513	05/21/2013	49.13	06/13	PD
	3330	WE ENERGIES	6212-377-525 Water Sanitation	62123775250513	05/21/2013	4,419.92	06/13	PD
						26,578.29		*
621-575740-222	GAS							
	3330	WE ENERGIES	0862-239-067 2100 PINE ST	08622390670513	05/21/2013	2,510.71	06/13	PD
	3330	WE ENERGIES	2663-378-614 Gas 624 S Pine St	26633786140513	05/21/2013	94.16	06/13	PD
	3330	WE ENERGIES	3646-902-199 624 S Pine St	36469021990513	05/21/2013	38.64	06/13	PD
						2,643.51		*
Total WASTEWATER FUND EXPENSES						29,221.80		
Total WASTEWATER OPERATIONS FUND						29,221.80		

GL Acct No	Vendor	Vendor Name	Description	Invoice No	Inv Date	Amount	Period	
622-506220-000	POWER							
	3330	WE ENERGIES	0882-547-355 Municipal Well (split)	08825473550513	05/21/2013	2,514.35	06/13	PD
	3330	WE ENERGIES	3076-628-864 Electric 508 Sheldon St	3076628640513	05/22/2013	3,053.72	06/13	PD
	3330	WE ENERGIES	3267-293-366 384 Dunford Dr	32672933660513	05/21/2013	651.87	06/13	PD
	3330	WE ENERGIES	6271-254-861 Well #9 (split)	62712548610513	05/21/2013	3,020.20	06/13	PD
	3330	WE ENERGIES	7255-465-187 Municipal Well Filter Bulc	72554651870513	05/21/2013	225.07	06/13	PD
						9,465.01		*
Total 622-506220						9,465.01		
622-506230-000	SUPPLIES							
	3330	WE ENERGIES	0882-547-355 Municipal Well (split)	08825473550513	05/21/2013	40.54	06/13	PD
	3330	WE ENERGIES	1436-804-919 WELL #7	14368049190513	05/23/2013	9.61	06/13	PD
	3330	WE ENERGIES	6271-254-861 Well #9 (split)	62712548610513	05/21/2013	33.33	06/13	PD
	3330	WE ENERGIES	6499-874-589 801 Weller Road	64998745890513	05/21/2013	19.09	06/13	PD
	3330	WE ENERGIES	9259-879-303 Karyl St Well #10	92598793030513	05/22/2013	8.71	06/13	PD
						111.28		*
Total 622-506230						111.28		
622-509350-000	GENERAL PLANT-SUPPLIES							
	3330	WE ENERGIES	1638-891-345 DPW Bldg Electric (split)	16388913450513	05/21/2013	705.62	06/13	PD
	3330	WE ENERGIES	8430-081-671 Gas 2200 S Pine (split)	84300816710513	05/21/2013	104.23	06/13	PD
						809.85		*
Total 622-509350						809.85		
Total WATER UTILITY FUND						10,386.14		
623-575740-225	TELEPHONE							
	4655	PACIFIC TELEMANAGEMENT SERVIC	PTS - AIRPORT PAYPHONE	529671	05/15/2013	78.00	06/13	
	7343	AT & T	AT & T AIRPORT 262 757-0907 307 4	26275709070513	05/25/2013	61.50	06/13	
						139.50		*
Total 623-575740						139.50		
Total AIRPORT FUND						139.50		
Grand Total:						100,029.55		

GL Acct No	Vendor	Vendor Name	Description	Invoice No	Inv Date	Amount	Period
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Dated: _____

Motion for Approval by: _____

Motion Seconded by: _____

GL Acct No	Vendor	Vendor Name	Description	Invoice No	Inv Date	Amount	Period
100-515111-399 CITY COUNCIL - PUBLICATION							
	2790	SOUTHERN LAKES NEWSPAPERS LI	Standard Press Legals - Text Amendme	118837	05/23/2013	74.62	06/13
	2790	SOUTHERN LAKES NEWSPAPERS LI	Standard Press Legals - Minutes	119128	05/30/2013	112.07	06/13
	2790	SOUTHERN LAKES NEWSPAPERS LI	STANDARD PRESS LIQ LICENSE	119747	05/30/2013	125.81	06/13
						312.50	*
Total CITY COUNCIL						312.50	
100-515121-248 MUNI COURT - REP & MAINT BLDG							
	503	BREUER & FELL ELECTRIC	Muni Bldg Maint	25683	06/10/2013	2.69	06/13
100-515121-310 MUNI COURT - OFFICE SUPPLIES							
	555	BURLINGTON AREA SCHOOL DIST.	BASD MUNICIPAL PAPER	061013	06/10/2013	24.10	06/13
Total MUNICIPAL COURT						28.79	
100-515132-248 ADMIN REPAIR,MAINT OFF.EQUIP							
	5364	DIGICORP	Digicorp - Admin Telephone Labor	54993	05/31/2013	78.75	06/13
100-515132-248 REPAIRS & MAINT BUILDING							
	503	BREUER & FELL ELECTRIC	Admin Bldg Maint	25683	06/10/2013	31.69	06/13
	1951	MENARDS	MENARDS ADMIN BLDG MAINT	21133	05/13/2013	9.95	06/13
	1951	MENARDS	MENARDS CREDIT Acct 32120281	21389	05/13/2013	7.99	06/13
	2590	REINEMANS, INC.	REINEMANS ADMIN BUILD MAINT	27645	05/31/2013	4.50	06/13
						38.15	*
100-515132-298 ADMIN - CONTRACT SERVICES							
	2682	GOOSEBERRIES	Gooseberries Fire Chief interviews	49184	05/02/2013	39.50	06/13
	2682	GOOSEBERRIES	Gooseberries Fire Chief interviews	49185	05/02/2013	122.83	06/13
	2682	GOOSEBERRIES	Gooseberries Fire Chief interviews	49210	05/03/2013	56.98	06/13
	2682	GOOSEBERRIES	Gooseberries Fire Chief interviews	49218	05/03/2013	154.85	06/13
	3035	VONBRIESEN & ROPER, S.C.	Von Briesen & Roper - Personnel	8623	06/07/2013	2,408.00	06/13
	4069	MUNICIPAL SERVICES, LLC	MUNICIPAL SERVICES BLDG INSPEC	201318	06/01/2013	1,382.25	06/13
	4217	KAPUR & ASSOCIATES, INC.	Kapur 13.0144.01 Rail Road Quite Zone	80017	05/08/2013	2,677.50	06/13
	7044	E-vergent.com, LLC	BUS WIRELESS MONTHLY ACCT 161	1610-36	06/11/2013	300.00	06/13
						7,141.91	*
100-515132-310 ADMIN - OFF SUPP-POSTAGE							
	555	BURLINGTON AREA SCHOOL DIST.	BASD CITY HALL ADMIN PAPER	061013	06/10/2013	96.40	06/13
	1216	Office Copying Equipment, LTD	Staple Cartridge	A559112	06/07/2013	98.00	06/13
	1216	Office Copying Equipment, LTD	black & white copies	C277465	05/31/2013	107.97	06/13
	1216	Office Copying Equipment, LTD	Colored copies	C277465	05/31/2013	105.88	06/13
	3635	RICHTER'S SENTRY FOODS	water refill	052813CH	05/28/2013	3.90	06/13
	7679	STAPLES ADVANTAGE	STAPLES ADMIN OFFICE SUPPLIES	8025844303	06/01/2013	81.42	06/13
						493.57	*
100-515132-372 ADMIN BLDG INSP - AUTO EXPENSE							
	4264	VOYAGER FLEET SYSTEMS INC	Voyager Acct. 869297630 Bldg Insp	869297630322	06/01/2013	96.76	06/13
Total ADMINISTRATOR						7,849.14	
100-515141-248 FINANCE - REP AND MAINT BLDG							
	503	BREUER & FELL ELECTRIC	Finance Bldg Maint	25683	06/10/2013	16.65	06/13
	503	BREUER & FELL ELECTRIC	Clerk Bldg Maint	25683	06/10/2013	2.68	06/13

GL Acct No	Vendor	Vendor Name	Description	Invoice No	Inv Date	Amount	Period
						19.33	*
100-515141-298	FINANCE - CONTRACT SERVICES						
	8646	EHLERS INVESTMENT PARTNERS	Monthly Management Fee	053113	05/31/2013	199.70	06/13
100-515141-310	FINANCE - OFFICE SUPP/POSTAGE						
	555	BURLINGTON AREA SCHOOL DIST.	BASD FINANCE PAPER	061013	06/10/2013	96.40	06/13
	7679	STAPLES ADVANTAGE	STAPLES FINANCE OFFICE SUPPLIE	8025644303	06/01/2013	44.32	06/13
						140.72	*
	Total FINANCE					359.75	
100-515142-310	ELECTIONS - OPERATION SUPPLIES						
	8938	GABBY'S PALACE	GABBYS PALACE ELECTION BOX LUI	850209	02/19/2013	103.75	06/13
	Total ELECTIONS					103.75	
100-515161-220	ATTORNEY - CONTRACT						
	8149	BJELAJAC, JOHN M	Attorney Fees for General	13100-000D 5	05/31/2013	2,535.00	06/13
	8149	BJELAJAC, JOHN M	Attorney Fees for Sheldon St	13100-027D 2	05/31/2013	45.00	06/13
	8149	BJELAJAC, JOHN M	Due Process Hearing	13100-037D 1	05/31/2013	375.00	06/13
	8149	BJELAJAC, JOHN M	2013 Employment Agreement: Fire Chie	13100-038D 1	05/31/2013	330.00	06/13
	8149	BJELAJAC, JOHN M	2013 Employment Agreement: Kapur &	13100-044D 1	05/31/2013	75.00	06/13
	8149	BJELAJAC, JOHN M	Attorney Fees for Sidewalk Sales Permil	13100-045D 1	05/31/2013	270.00	06/13
						3,630.00	*
100-515161-272	ATTORNEY - MUNICIPAL COURT						
	8149	BJELAJAC, JOHN M	Attorney Fees for Municipal Court	13100-099H 5	05/31/2013	5,025.00	06/13
	Total ATTORNEY					8,655.00	
100-525211-240	POLICE - FUEL, OIL						
	4264	VOYAGER FLEET SYSTEMS INC	Voyager Acct. 869297630 Police Dept	869297630322	06/01/2013	4,603.11	06/13
100-525211-242	POLICE - REPAIR/MTCE EQUIP						
	1955	MERTEN'S AUTO SERVICE CENTER	MERTENS AUTO SERVICE POLICE TI	055409	05/14/2013	114.45	06/13
	1955	MERTEN'S AUTO SERVICE CENTER	MERTENS AUTO SERVICE POLICE TI	055520	05/16/2013	121.00	06/13
	1955	MERTEN'S AUTO SERVICE CENTER	MERTENS AUTO SERVICE POLICE TI	055532	05/17/2013	121.00	06/13
						356.45	*
100-525211-244	POLICE - REPAIR & MAINTENANCE						
	2590	REINEMANS, INC.	REINEMAN POLICE	27447	05/29/2013	4.49	06/13
	5585	GENERAL COMMUNICATIONS, INC	push bars w/red/blue led's	191318	01/17/2013	1,778.00	06/13
						1,782.49	*
100-525211-248	POLICE - REP & MAINT BUILDING						
	2590	REINEMANS, INC.	REINEMANS POILCE SUPPLIES	27276	05/27/2013	130.46	06/13
100-525211-299	POLICE - SUNDRY CONTRACT						
	697	CALDWELL, DAVID	D CALDWELL IINTERPRETER POLICE	13894	05/25/2013	70.00	06/13
	5977	GONZALEZ, SERGIO	SERGIO GONZALEZ, INTERPRETING	13891	05/22/2013	70.00	06/13
	5977	GONZALEZ, SERGIO	SERGIO GONZALEZ, INTERPRETING	13897	05/27/2013	70.00	06/13
						210.00	*
100-525211-310	POLICE - OFF SUPP-POSTAGE						
	520	BULLETIN PRINTING	BULLETIN POLICE OFFICE CHAIR	868393	05/21/2013	2.34	06/13
	555	BURLINGTON AREA SCHOOL DIST.	BASD POLICE PAPER	061013	06/10/2013	120.50	06/13
	2590	REINEMANS, INC.	REINEMANS POILCE SUPPLIES	27070	05/24/2013	26.74	06/13

GL Acct No	Vendor	Vendor Name	Description	Invoice No	Inv Date	Amount	Period
	3635	RICHTER'S SENTRY FOODS	RICHTER FOODS POLICE SUPPLIES	060513PD	06/05/2013	21.58	06/13
	7577	WAREHOUSE DIRECT OFFICE PROD	WAREHOUSE DIRECT POLICE SUPPI	1929989-0	05/29/2013	38.72	06/13
						209.88	*
100-525211-330	POLICE - TRAVEL						
	3967	NORTHEAST WI TECHNICAL COLLEGE	NORTHWEAST WI TECHNICAL POLIC	SFT000077307	05/19/2013	175.00	06/13
	4938	WCTC	WCTC Contract #4118	S0532852	05/29/2013	420.00	06/13
						595.00	*
100-525211-344	POLICE - JANITOR SUPPLIES						
	2590	REINEMANS, INC.	REINEMANS POLICE SUPPLIES	27405	05/29/2013	10.74	06/13
100-525211-346	POLICE - UNIFORM REPAIR/ETC						
	3558	LARK UNIFORM OUTFITTERS	LARK UNIFORM POLICE PANTS	140429	05/21/2013	72.95	06/13
	Total POLICE DEPT.					7,971.08	
100-525220-240	FIRE - FUEL, OIL, LUBRICANTS						
	4264	VOYAGER FLEET SYSTEMS INC	Voyager Acct. 869297630 Fire Dept	869297630322	06/01/2013	637.97	06/13
100-525220-242	FIRE - REPAIR & MAINT VEHICLES						
	2590	REINEMANS, INC.	REINEMANS FIRE DEPT SUPPLIES	27698	06/01/2013	10.78	06/13
	2590	REINEMANS, INC.	Reinemans - Fire Dept	27778	06/03/2013	20.48	06/13
						31.26	*
100-525220-244	FIRE - REPAIR MAINT EQUIPMENT						
	350	BATTERY PRODUCTS, INC.	BATTER PRODUCTS FIRE DEPT SUP	46286	05/30/2013	53.87	06/13
100-525220-298	FIRE- CONTRACT SERVICES						
	7630	MALEK & ASSOCIATES CONSULTAN	Fire Alarm control panel WE Energies	4901	05/30/2013	930.00	06/13
100-525220-310	FIRE - OFFICE SUPPLIES						
	520	BULLETIN PRINTING	BULLETIN FIRE DEPT NAME PLATES	868674	05/31/2013	26.00	06/13
	520	BULLETIN PRINTING	BULLETIN FIRE DEPT	868675	05/31/2013	3.49	06/13
						29.49	*
100-525220-389	FIRE - PROTECTIVE CLOTHING						
	550	BURLI SIGN CO.	BURLI SIGN COMPANY FIRE	15345	05/29/2013	10.00	06/13
	Total FIRE DEPT.					1,692.59	
100-535321-159	STREETS - CLOTHING ALLOWANCE						
	117	ALSCO	ALSCO DPW - STREETS	IMIL686662	05/29/2013	87.39	06/13
	117	ALSCO	ALSCO DPW - STREETS	IMIL689265	06/05/2013	78.56	06/13
						165.95	*
100-535321-225	STREETS - TELEPHONE						
	5364	DIGICORP	Digicorp - dpw repairs	54917	05/24/2013	168.00	06/13
100-535321-240	STREETS - FUEL, OIL & LUBRI						
	4264	VOYAGER FLEET SYSTEMS INC	Voyager Acct. 869297630 Street Dept	869297630322	06/01/2013	2,998.94	06/13
100-535321-242	STREETS - REP MAINT VEHICLES						
	2008	MILLER-BRADFORD & RISBERG INC.	MILLER-BRADFORD DPW	IB60515	05/21/2013	91.82	06/13
	2060	MOTOR PARTS COMPANY, LLC.	MOTOR PARTS DPW UNIT 55	226566	05/30/2013	17.47	06/13
	7406	OTTO PAAP CO, INC	OTTO PAAP CO DPW SUPPLIES	83723	05/27/2013	27.57	06/13

GL Acct No	Vendor	Vendor Name	Description	Invoice No	Inv Date	Amount	Period
100-535321-244	STREETS - REP MAINT EQUIPMENT					136.86	*
	1513	INLAND POWER GROUP	yearly inspection and testing on generatr	1426599-00	05/23/2013	286.40	06/13
	3120	WELDERS SUPPLY COMPANY	WELDERS SUPPLY CO OXYGEN DPV	222893	05/31/2013	24.80	06/13
						311.00	*
100-535321-248	STREETS REP & MAINT BLDG						
	117	ALSCO	ALSCO DPW - STREETS	IMIL689266	06/05/2013	40.16	06/13
	8551	Southport Heating, Plumbing &	HVAC Service at DPW	308650	04/03/2013	37.46	06/13
	8551	Southport Heating, Plumbing &	Scheduled Maintenance	308653	05/20/2013	798.76	06/13
						876.38	*
100-535321-298	STREETS - CONTRACT SERVICES						
	2808	R.K.W. RED-MIX CONCRETE INC.	RKW DPW STATE SLURR	44639	05/08/2013	167.50	06/13
	2808	R.K.W. RED-MIX CONCRETE INC.	RKW DPW MASON SAND	44640	05/08/2013	219.25	06/13
	2808	R.K.W. RED-MIX CONCRETE INC.	RKW DPW STATE SLURR	44844	05/14/2013	167.50	06/13
	4217	KAPUR & ASSOCIATES, INC.	Kapur 13.0010.01 Burlington General 2C	80014	05/08/2013	780.00	06/13
	4217	KAPUR & ASSOCIATES, INC.	Kapur 13.0010.01 Burlington General 2C	80014	05/08/2013	860.80	06/13
	8722	CONSTRUCTION & INDUSTRIAL	C & I SAFETY	4706	04/26/2013	3,910.48	06/13
						6,105.53	*
100-535321-310	STREETS - OFF SUPP/POSTAGE						
	2470	QUILL CORPORATION	QUILL CORP DPW OFFICE SUPPLIES	2886627	05/23/2013	66.99	06/13
	5906	MINUTEMAN PRESS OF BURLINGTOI	Minuteman Press DPW	17158	06/03/2013	18.50	06/13
						85.49	*
100-535321-350	STREETS - REP MAINT SUPPLIES						
	1140	ELKHORN CHEMICAL & PACKAGING	ELKHORN CHEM DPW SUPPLIES	534706-1	05/15/2013	27.58	06/13
	1563	J & T SUPPLY COMPANY	J & T SUPPLY CO DPW SUPPLIES	11346	05/21/2013	949.40	06/13
	1707	LDV, INC.	LDV DPW SUPPLIES	32802	05/20/2013	29.52	06/13
	1951	MENARDS	road painting equipment	22773	05/31/2013	86.49	06/13
	2060	MOTOR PARTS COMPANY, LLC.	MOTOR PARTS DPW STOCK	226367	05/24/2013	30.50	06/13
	2341	PAYNE & DOLAN, INC.	Payne & Dolan - Streets Dept	1207102	05/23/2013	42.00	06/13
	2341	PAYNE & DOLAN, INC.	Payne & Dolan - Streets Dept	1207913	05/30/2013	56.44	06/13
	2590	REINEMANS, INC.	REINEMANS DPW	27411	05/29/2013	100.55	06/13
	2860	TAPCO	TAPCO DPW SIGNAL SERVICE	1423782	05/30/2013	2,325.00	06/13
	8403	Milwaukee Light Bulb Delivery	Milwaukee Light Bulb supplies	0155996-IN	05/31/2013	213.90	06/13
						3,861.38	*
100-535321-351	STREETS - MAINT CURB,GUT,SWKS						
	1951	MENARDS	road painting equipment	22014	05/23/2013	57.95	06/13
	Total STREET ADMINISTRATION					14,767.48	
100-545411-291	HEALTH OFFICER-CONTRACT						
	4325	MEMORIAL HOSPITAL-WRCHD	MEMORIAL HOSPITAL WRCHD	053113	05/31/2013	6,531.85	06/13
	Total HEALTH OFFICER					6,531.85	
100-545430-298	ANIMAL SHELTER						
	709	WISCONSIN HUMANE SOCIETY	ANIMAL SHELTER CONTRACT	139	06/01/2013	519.58	06/13
	Total DOG POUND					519.58	
100-555551-159	PARKS - CLOTHING						
	117	ALSCO	ALSCO DPW - PARKS	IMIL686662	05/29/2013	30.00	06/13
	117	ALSCO	ALSCO DPW - PARKS	IMIL689265	06/05/2013	35.00	06/13

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	4154	AURORA HEALTH CARE	Acct #600003826 - Hocking, Allison	94156	05/20/2013	48.00	06/13
						113.00	*
100-555551-225	PARKS - TELEPHONE						
	5364	DIGICORP	Digicorp - dpw repairs	54917	05/24/2013	84.00	06/13
100-555551-240	PARKS - FUEL, OIL, LUBRICANTS						
	4264	VOYAGER FLEET SYSTEMS INC	Voyager Acct. 869297630 Parks Dept	869297630322	08/01/2013	2,398.81	06/13
100-555551-242	PARKS - REPAIR MAINT VEHICLES						
	1820	LOIS TIRE SHOP, INC.	LOIS TIRE DPW TIRE REPAIR	326176	05/28/2013	28.00	06/13
	2587	REINDERS INC	Reinders- Park Dept, LH Door Glass Kit	1435725-00	05/31/2013	903.15	06/13
						931.15	*
100-555551-244	PARKS - REPAIR MAINT EQUIPMENT						
	1513	INLAND POWER GROUP	yearly inspection and testing on generatr	1426599-00	05/23/2013	143.20	06/13
	2590	REINEMANS, INC.	Reinemans Parks supplies	27045	05/24/2013	5.25	06/13
	4434	FORCE AMERICA	FORCE AMERICAN SUPPLIES DPW	02118693	05/23/2013	128.37	06/13
						274.82	*
100-555551-248	PARKS - REPAIR MAINT BLDGS						
	117	ALSCO	ALSCO DPW - PARKS	IMIL689266	06/05/2013	20.07	06/13
	8551	Southport Heating, Plumbing &	HVAC Service at DPW	308650	04/03/2013	18.72	06/13
	8551	Southport Heating, Plumbing &	Scheduled Maintenance	308653	05/20/2013	399.38	06/13
						438.17	*
100-555551-298	PARKS - OUTSIDE SERVICES						
	2330	PATS SERVICES, INC	CITY OF BURLINGTON BUSHNELL PA	A-87521	05/28/2013	80.00	06/13
	2330	PATS SERVICES, INC	CITY OF BURLINGTON RIVERSIDE P/	A-87539	05/28/2013	160.00	06/13
	2330	PATS SERVICES, INC	Pats Services - Maryland Ave	A-87561	05/28/2013	80.00	06/13
	2330	PATS SERVICES, INC	CITY OF BURLINGTON DOG PARK	A-87866	06/03/2013	80.00	06/13
	4217	KAPUR & ASSOCIATES, INC.	Kapur 13.0010.01 Burlington General 2C	80014	05/08/2013	103.00	06/13
	8722	CONSTRUCTION & INDUSTRIAL	C & I SAFETY	4706	04/26/2013	823.26	06/13
						1,328.26	*
100-555551-310	PARKS - OFFICE SUPP, POSTAGE						
	2470	QUILL CORPORATION	QUILL CORP DPW OFFICE SUPPLIES	2886627	05/23/2013	66.98	06/13
100-555551-350	PARKS - REPAIR/MTCE SUPPLIES						
	1140	ELKHORN CHEMICAL & PACKAGING	ELKHORN CHEM DPW SUPPLIES	534706-1	05/15/2013	27.57	06/13
	1951	MENARDS	MENARDS PARK DEPT	22780	05/31/2013	53.31	06/13
	2590	REINEMANS, INC.	Reinemans Parks supplies	25169	05/02/2013	41.99	06/13
	2590	REINEMANS, INC.	Reinemans - Parks Supplies	26887	05/22/2013	44.39	06/13
	2590	REINEMANS, INC.	Reinemans Parks supplies	27395	05/29/2013	39.20	06/13
	2590	REINEMANS, INC.	REINEMANS DPW	27411	05/29/2013	50.27	06/13
	2590	REINEMANS, INC.	Reinemans - Credit from acct 94680	G75815	01/21/2010	.78	06/13
	3968	BREEZY HILL NURSERY INC.	BREEZY HILL NURSERY	1-166859	05/28/2013	375.00	06/13
	5627	3-D GREENHOUSES, INC	THREE D GREENHOUSES BASKETS	503413	05/21/2013	1,275.48	06/13
	5627	3-D GREENHOUSES, INC	THREE D GREENHOUSES BASKETS	503420	05/23/2013	377.87	06/13
	7406	OTTO PAAP CO, INC	Otto Paap - Parts for weed trimmers	83737	05/27/2013	388.92	06/13
						2,673.22	*
Total PARKS						8,306.41	
100-555641-298	PLAN COMM - CONTRACT SVCS						
	1940	MEEHAN & COMPANY, INC.	MEEHAN & COMPANY MAY BILLING	MAY2013	05/31/2013	11,867.59	06/13
	4217	KAPUR & ASSOCIATES, INC.	Kapur 13.0010.01 Burlington General 2C	80014	05/08/2013	170.00	06/13
						12,037.59	*
Total PLANNING COMMISSION						12,037.59	

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Total GENERAL FUND						69,133.51	
251-555511-310	OFFICE SUPPLIES, POSTAGE						
	555	BURLINGTON AREA SCHOOL DIST.	BASD LIBRARY PAPER	081013	06/10/2013	120.50	06/13
Total FUND EXPENSES						120.50	
Total LIBRARY OPERATIONS FUND						120.50	
621-181000	CONSTRUCTION IN PROGRESS						
	4217	KAPUR & ASSOCIATES, INC.	Kapur 12.0077.01 Phase II - WWTF Upg	80114	05/20/2013	22,630.00	06/13
621-575740-159	CLOTHING ALLOWANCE						
	117	ALSCO	ALSCO WWTP	IMIL686664	05/29/2013	73.49	06/13
	117	ALSCO	ALSCO WWTP	IMIL689268	06/05/2013	73.49	06/13
						146.98	*
621-575740-240	FUEL, OIL AND LUBRICANTS						
	4264	VOYAGER FLEET SYSTEMS INC	Voyager Acct. 869297630 WWTP	869297630322	06/01/2013	788.24	06/13
621-575740-242	REPAIR, MAINTENANCE VEHICLES						
	2000	MIKE'S REPAIR SERVICE	MIKES REPAIR WWTP SERVICE CAL	42538	05/29/2013	350.00	06/13
621-575740-244	REPAIRS, MAINT EQUIPMENT						
	117	ALSCO	ALSCO WWTP	IMIL686664	05/29/2013	7.30	06/13
	117	ALSCO	ALSCO WWTP	IMIL686665	05/29/2013	92.41	06/13
	117	ALSCO	ALSCO WWTP	IMIL689268	06/05/2013	7.30	06/13
	1370	GRAINGER	GRAINGER WWTP SUPPLIES	9149515422	05/23/2013	264.36	06/13
						371.37	*
621-575740-245	GROUND IMPROVEMENTS						
	8096	ANNA'S GREENHOUSE	Anna's greenhouse WWTP	10444	05/30/2013	73.40	06/13
621-575740-246	PLANT OPERATION						
	1513	INLAND POWER GROUP	yearly inspection and testing on generat	1426574-00	05/23/2013	516.60	06/13
	1513	INLAND POWER GROUP	yearly inspection and testing onan portal	1426575-00	05/23/2013	816.60	06/13
	1513	INLAND POWER GROUP	yearly inspection and testing on generat	1426576-00	05/23/2013	987.80	06/13
	1513	INLAND POWER GROUP	yearly inspection and testing on generat	1426577-00	05/30/2013	960.00	06/13
	4003	WATERFORD OIL COMPANY, INC.	WATERFORD OIL CREDIT	053113	05/31/2013	.13	06/13
	4003	WATERFORD OIL COMPANY, INC.	WATERFORD OIL WWTP	256685	05/31/2013	348.00	06/13
	4003	WATERFORD OIL COMPANY, INC.	WATERFORD OIL DIESEL FUEL WWI	256836	06/07/2013	1,782.20	06/13
	5477	BUMPER TO BUMPER	BUMPER TO BUMPER WWTP	244938	06/05/2013	73.56	06/13
						5,482.63	*
621-575740-249	LABORATORY						
	117	ALSCO	ALSCO WWTP	IMIL686664	05/29/2013	4.57	06/13
	117	ALSCO	ALSCO WWTP	IMIL686665	05/29/2013	53.89	06/13
	117	ALSCO	ALSCO WWTP	IMIL689268	06/05/2013	4.57	06/13
	2180	NCL OF WISCONSIN, INC	NCL Acct No. 6900 WWTP supplies	322253	05/31/2013	347.19	06/13
						410.22	*
621-575740-253	PHOSPHATE REMOVAL						
	1095	KEMIRA WATER SOLUTIONS	KEMIRA WWTP	9017334468	05/22/2013	1,966.86	06/13
621-575740-298	CONTRACT SERVICE						
	4217	KAPUR & ASSOCIATES, INC.	Kapur 13.0010.01 Burlington General 2C	80014	05/08/2013	1,535.00	06/13

PD = Fully Paid Invoice PR = Partially Paid Invoice

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621-575740-310	OFFICE SUPPLIES, POSTAGE						
	363	BEAR GRAPHICS, INC.	BEAR GRAPHICS UTILITY BILLS	0657039	05/31/2013	247.53	06/13
	2470	QUILL CORPORATION	QUIL WWTP SUPPLIES	2853907	05/22/2013	14.58	06/13
	2470	QUILL CORPORATION	QUILL CORP WWTP SUPPLIES	2938098	05/22/2013	74.97	06/13
	5906	MINUTEMAN PRESS OF BURLINGTOI	MINUTEMAN PRESS FORMS	17157	06/03/2013	95.98	06/13
						433.06	*
621-575740-359	SANITARY SEWER REPAIR,MAINT						
	3730	DIGGERS HOTLINE, INC	Diggers Hotline WWTP	130 5 42701	05/31/2013	128.76	06/13
621-575740-371	REG/PERMITS/OUTSIDE TESTING						
	3615	NORTHERN LAKE SERVICE, INC.	NORTHERN LAKE SERVICE WWTP T	233391	05/30/2013	700.80	06/13
	5616	WI DNR-ENVIRONMENTAL FEES	WI DNR ENVIRONMENTAL FEES 252002630-2013	252002630-2013	05/30/2013	17,927.16	06/13
						18,627.96	*
621-575740-374	SAFETY						
	3593	WI RURAL WATER ASSOCIATION	WI RURAL ANNUAL REFRESHER TR/	2112	05/24/2013	362.92	06/13
	3635	RICHTER'S SENTRY FOODS	RICHTER FOODS SAFETY TRAINING	052113WWTP	05/21/2013	37.23	06/13
	3635	RICHTER'S SENTRY FOODS	RICHTER FOODS SAFETY TRAINING	052313WWTP	05/23/2013	29.88	06/13
						430.03	*
Total WASTEWATER FUND EXPENSES						30,744.51	
Total WASTEWATER OPERATIONS FUND						53,374.51	
622-506230-000	SUPPLIES						
	3120	WELDERS SUPPLY COMPANY	WELDERS SUPPLY CO WATER SUPP	222026	05/30/2013	35.94	06/13
Total 622-506230						35.94	
622-506250-000	MAINTENANCE-SUPPLIES						
	2333	MERIT ASPHALT	1072 Liberty Dr - Sealcoating	63068	05/18/2013	1,224.00	06/13
	2333	MERIT ASPHALT	801 Weller Road - Sealcoating	63069	05/18/2013	301.00	06/13
	2333	MERIT ASPHALT	301 Dunford Drive - Sealcoating	63070	05/18/2013	1,033.00	06/13
	2590	REINEMANS, INC.	REINEMANS WATER DEPT WELL #11	27097	05/24/2013	7.64	06/13
	2590	REINEMANS, INC.	REINEMANS WATER DEPT WELL #11	27340	05/28/2013	58.98	06/13
	2590	REINEMANS, INC.	Reinemans - Parts for Radium Bldg	27996	06/05/2013	17.15	06/13
						2,641.77	*
Total 622-506250						2,641.77	
622-506320-000	OPERATION SUPLIES, EXPENSE						
	3615	NORTHERN LAKE SERVICE, INC.	NORTHERN LAKE SERVICE WATER I	233874	05/29/2013	170.00	06/13
Total 622-506320						170.00	
622-506510-000	MAINS, WATER BREAKS-SUPPLIES						
	2739	SOLOFRA PLUMBING INC.	Water Dept - 417 James St	73928	05/21/2013	122.75	06/13
	3730	DIGGERS HOTLINE, INC	Diggers Hotline Water	130 5 42701	05/31/2013	128.76	06/13

GL Acct No	Vendor	Vendor Name	Description	Invoice No	Inv Date	Amount	Period
						251.51	*
Total 622-506510						251.51	
622-506520-000	SERVICE-SUPPLIES						
	3070	WANASEK CORPORATION	650 Meadow Ln - repace valve	2696	05/21/2013	3,618.85	06/13
Total 622-506520						3,618.85	
622-509030-000	OFFICE SUPPLIES						
	117	ALSCO	ALSCO WATER DEPT	IMIL688663	05/29/2013	27.47	06/13
	117	ALSCO	ALSCO WATER DEPT	IMIL689267	06/05/2013	27.47	06/13
						54.94	*
Total 622-509030						54.94	
622-509210-000	OFFICE SUPPLY						
	363	BEAR GRAPHICS, INC.	BEAR GRAPHICS UTILITY BILLS	0657039	05/31/2013	247.54	06/13
	5364	DIGICORP	Digicorp - dpw repairs	54917	05/24/2013	168.00	06/13
	5906	MINUTEMAN PRESS OF BURLINGTOI	MINUTEMAN PRESS FORMS	17157	06/03/2013	95.98	06/13
						511.52	*
Total 622-509210						511.52	
622-509230-000	OUTSIDE SERVICES						
	5005	WI DNR	Base Fee Property 10960	WU34067	05/28/2013	125.00	06/13
	7120	STARNET TECHNOLOGIES	Radio Survey Work	12312	05/31/2013	340.00	06/13
	8722	CONSTRUCTION & INDUSTRIAL	C & I SAFETY	4706	04/26/2013	617.44	06/13
						1,082.44	*
Total 622-509230						1,082.44	
622-509250-000	EDUCATION-SUPPLIES						
	3593	WI RURAL WATER ASSOCIATION	WI RURAL ANNUAL REFRESHER TR/	2112	05/24/2013	181.48	06/13
Total 622-509250						181.48	
622-509300-000	MISCELLANEOUS-SUPPLIES						
	2790	SOUTHERN LAKES NEWSPAPERS LI	Standard Press Legals - CCR Report	119773	05/30/2013	501.70	06/13
Total 622-509300						501.70	
622-509330-000	TRANSPORTATION-SUPPLIES						
	1050	DOUG'S AUTO	DOUGS AUTO WATER	020921	05/03/2013	379.07	06/13
	4264	VOYAGER FLEET SYSTEMS INC	Voyager Acct. 869297630 Water Dept	869297630322	06/01/2013	922.42	06/13

GL Acct No	Vendor	Vendor Name	Description	Invoice No	Inv Date	Amount	Period
						<u>1,301.49</u> *	
Total 622-509330						<u>1,301.49</u>	
622-509350-000 GENERAL PLANT-SUPPLIES							
	117	ALSCO	ALSCO DPW - Water	IMIL689266	06/05/2013	40.16	06/13
	1513	INLAND POWER GROUP	yearly inspection and testing on generat	1426599-00	05/23/2013	286.40	06/13
	2590	REINEMANS, INC.	REINEMANS DPW	27411	05/29/2013	100.55	06/13
	8551	Southport Heating, Plumbing &	HVAC Service at DPW	308650	04/03/2013	37.46	06/13
	8551	Southport Heating, Plumbing &	Scheduled Maintenance	308653	05/20/2013	798.76	06/13
						<u>1,283.33</u> *	
Total 622-509350						<u>1,283.33</u>	
Total WATER UTILITY FUND						<u>11,614.95</u>	
623-575740-242 REPAIR, MAINTENANCE EQUIPMENT							
	5117	HUGHES ELECTRIC, INC	HUGHES ELECTRIC AIRPORT REPAIR	11113	05/30/2013	323.00	06/13
	7648	QT TECHNOLOGIES	QT TECH. - Service Labor	47165	05/20/2013	72.00	06/13
						395.00 *	
623-575740-245 REPAIR, MAINTENANCE GROUNDS							
	5880	F & W LANDSCAPE SPEC.	F & W LANDSCAPE AIRPORT CUTTING	2703	06/01/2013	2,400.00	06/13
623-575740-298 CONTRACT SERVICES							
	5538	MEISNER, GARY	GARY MEISNER JUNE BILLING	JUNE 2013	06/01/2013	309.00	06/13
	5616	WI DNR-ENVIRONMENTAL FEES	WI DNR ENVIRONMENTAL FEES 252'	252197000	05/28/2013	130.00	06/13
						439.00 *	
623-575740-310 OPERATING SUPPLIES							
	5584	LANDMARK SERVICES COOPERATIVE	Landmark - Airport - Diesel	4052	05/30/2013	543.09	06/13
Total 623-575740						<u>3,777.09</u>	
Total AIRPORT FUND						<u>3,777.09</u>	
Grand Total:						<u><u>138,020.56</u></u>	

Dated: _____

Motion for Approval by: _____

Motion Seconded by: _____

Emp No	Name	21-01	22-00	-00	23-01	23-02	23-03	Total Amounts	
		MISC REIMB Emp Amt	MOVING EXP Emp Amt	Emp Amt	MILEAGE Emp Amt	MEALS Emp Amt	OTHER TRAV Emp Amt		
100011286	RAEBEL, DOREEN	.00	.00	.00	34.47	.00	.00	34.47	
100021305	SCHULTZ II, JON E	.00	.00	.00	91.53	.00	.00	91.53	
100041108	ANDERSON, MARK J.	450.00	.00	.00	.00	.00	.00	450.00	
100041408	ZMUDZINSKI, BRIAN J.	600.00	.00	.00	.00	.00	.00	600.00	
100081122	FALK, GAYLE A	.00	.00	.00	117.92	.00	.00	117.92	
100081158	LEBAK, BARBARA	.00	.00	.00	114.65	.00	.00	114.65	
100081162	MCCARTHY, TAMARA A.	.00	.00	.00	32.22	.00	.00	32.22	
Grand Totals:		7 Employees	1,050.00	.00	.00	390.79	.00	.00	1,440.79



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

Common Council Agenda Item Number: 11	Date: June 18, 2013
Submitted By: Diahnn Halbach, City Clerk	Subject: Licenses

APPROVALS

OPERATOR'S LICENSES RECOMMENDED FOR APPROVAL

See attached list

SPECIAL EVENT PERMIT / TEMPORARY CLASS "B" / "CLASS B" RETAILER LICENSE

Applicant: Richard Lodle
Group Represented: Burlington Fire Department
Event: Annual 4th of July Celebration/Fund-Raiser/Dance
Event Location: Echo Park (upper park area) at the Pavillion
Date of Event: July 3-4, 2013
Agent: Josh Spencer – 241 Henry Street, Burlington

CLASS "A" FERMENTED MALT BEVERAGES

Name: JMP Burlington Petroleum, Inc.
Agent: Valerie Tollers
Address: 1850 New Street, Union Grove
Trade Name: JMP Burlington Petroleum, Inc.
Address: 500 East State Street

CLASS "B" / "CLASS C" WINE FERMENTED MALT BEVERAGES

Name: Tantrum, LLC
Agent: Denise L. Deloria
Address: 417 Robins Run
Trade Name: Grounded
Address: 116 North Dodge Street, Suite #4

Financial Remarks:

Applicants are charged a fee of which a portion funds the background checks performed by the Police Department. Business license 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 May 7, 2013 Council meeting.

OPERATOR'S LICENSES RECOMMENDED FOR APPROVAL

NEW

Dixon	Nicole Marie
Gennara	Gina Lynn
Harris	Christine Mychele
Hegeman	Margaret Mary

RENEWALS

Ahler	Samantha Jean	Muellenbach	Erwin F.
Anderson	Courtney Denise	Neske	Sandra K.
Appenzeller	Mary Tania	Noel	Gene D.
Appenzeller	Brian Earl	North	Eileen Marie
Becker	Catherine Melissa	Ortiz	Rose
Belix	Timothy James	Owens	Janelle Lorraine
Benser	Tina M.	Pelican	Nancy LaRue
Blank	Gary Lee	Pratt	Melody R.
Chochola	Audrey D.	Purvy	Richard John
Clarey	Patti Jo	Remer	Nicole Marie
Dangutis	Kristi Lea	Riemer	Gerald K.
Dietz	Joseph Mitchell	Riemer	Theresa Jo
Doleshal	Kaylie E.	Romero	Alejandro Quezada
Doleshal	Amber Lauren	Ryan	James Timothy
Ebbers	Jenna Luann	Sailors	Elaine Cecilia
Emmons	Dedra Lynne	Salinas	Edvardo Emmanuel
Ferguson	Michelle Marie	Schafer	Kerry L.
Fischer	Kristine Noel	Schlitz	Lynda Mary
Fliess	Anna K.	Schneider	Erzebet Marie
Geddes	Dawn Marie	Schultz	Emily Ann
George	Laura Ann	Schultz	Abigail Patricia
Goldschmidt	Elizabeth Margaret	Smith	Kathleen A.
Gross	Susan E.	Spencer	Joshua James
Hatch	Jennifer Susan	Squire	Kenneth George
Hernandez	Blanca E.	Stahlhood	Patricia Ann
Hill	Antonette J.	Stapleton	Tami Annette
Holbek	Cotie J.	Stelmack	Ashley Nichole
Hurst	Joshua Adam	Striplin	Cynthia Faye
Johnson	Samantha Rae	Sullivan	Sharon A.
Klahn	Vanessa	Thomas	Jennifer S.
Kling	Kevin Robert	Torres	Melanie M.
Kozelou	Debra A.	Torres	Teah Alyssa
Kringer	Anthony Stephan	Tully	Morgan Elizabeth
Krueger	Ross Alan	Uhlenhake	Dorothy Mary
Kruse	Allison Marie	Wagner	Stephanie Joan
Lancour	Jason	Waite	Juli Lyn
Lancour	Blain Richard	Waite	Emily Marie
Longo	Nate Douglas	Weiler	Anthony Raymond
Menken	Tamra Ann	Wiltsey	Gary Lee
Merten	John R.	Potter	Sheryl Dawn
Meyer	Steven Edward	Leger	Brian James
Milatz	Dave Mark	Favell	Sarah M
Morris	Brett Robert	Sekey	Jodi Lee
Horn	Rachel Carole	Hughes	Kara Faye
Klunk	Sarah Ann		



CITY OF BURLINGTON

Department of Public Works

Street, Park, Water & Wastewater Divisions
2200 S. Pine Street, Burlington, WI, 53105
(262) 539-3770 – (262) 539-3773 fax
www.burlington-wi.gov

Common Council Item Number: 13A	Date: June 18, 2013
Submitted By: Craig Workman, Director of Public Works	Subject: Resolution 4615(5) to consider entering into a Master Agreement for Engineering Services with Kapur & Associates.

Details:

Earlier this year staff issued a *Request for Proposals* inviting consulting engineers, qualified to practice engineering and land surveying in the State of Wisconsin, to submit a proposal to provide engineering services as the City Engineer. This was done in an effort to ensure the City is receiving the highest level of consulting engineering services possible, at costs which are in line with industry standards. As the City Engineer, the successful firm will be expected to provide a wide range of engineering services, while playing a proactive role in helping the City Council and City Staff make appropriate decisions.

A total of 9 proposals were received by the City. These proposals were reviewed by staff, and several firms were selected to give presentations to a panel of staff members. Upon completion of this process, it is the recommendation of staff that Kapur & Associates, Inc. be retained by the City to serve as City Engineer.

Options & Alternatives:

The Common Council could choose to select a different engineering firm to provide these services. However, Kapur's expertise as a municipal engineer, and their years of previous service to the city, has resulted in the completion of countless successful projects. In addition, city staff reviewed proposals from 8 other qualified consulting engineering firms and recommends Kapur be retained as the City Engineer.

Financial Remarks:

Although this contract does not include a specific dollar amount, the hourly rates, included as Attachment A to the agreement, represent fair and equitable fees and are in line with industry standards. As specific work is requested by the City, Kapur shall assign the project a task order number and provide the City with an estimated budget for the proposed work. This gives the council an opportunity to review and approve actual dollar amounts that relate to each specific project before any work is assigned.

Executive Action:

This item was discussed at the June 4, 2013 Committee of the Whole meeting and is scheduled for the June 18, 2013 Common Council meeting for consideration.

Resolution No. 4615(5)
Introduced By: Committee of the Whole

**A RESOLUTION APPROVING A THREE-YEAR CONTRACT FOR MUNICIPAL
ENGINEERING SERVICES FOR THE CITY OF BURLINGTON WITH
KAPUR AND ASSOCIATES, INC.**

WHEREAS, The City of Burlington has a need for a municipal engineering firm to serve as City Engineer and provide certain services in conjunction with various engineering and construction projects; and,

WHEREAS, The City of Burlington issued a Request for Proposals asking engineering consulting firms to submit proposals to serve as City Engineer; and,

WHEREAS, proposals were received by the City, reviewed by staff, and several firms were selected to give presentations to a panel of staff members; and,

WHEREAS, the City of Burlington staff recommends Kapur & Associates, Inc. be retained by the City to serve as City Engineer.

NOW, THEREFORE, BE IT RESOLVED by the Common Council of the City of Burlington, Racine County, State of Wisconsin, that the City of Burlington shall enter into an agreement with Kapur & Associates, Inc. for a period of three years beginning July 1, 2013, as stated in the Master Agreement for Engineering Services, hereto attached as Attachment "A".

BE IT FURTHER RESOLVED that the City Administrator is hereby authorized and directed to execute this award on behalf of the City.

Introduced: June 4, 2013
Adopted:

Robert Miller, Mayor

Attest:

Diahnn Halbach, City Clerk

MASTER AGREEMENT FOR ENGINEERING SERVICES

THIS AGREEMENT is entered into between the City of Burlington (Owner) and Kapur & Associates, Inc. (Engineer), for the following reasons:

1. Owner intends to retain the Engineer to provide certain services in conjunction with various engineering and construction projects.
2. In consideration of the promises contained in this Agreement, Owner and Engineer agree as follows:

ARTICLE 1 – EFFECTIVE DATES

The term of this Agreement shall be from July 1, 2013 through June 30, 2016.

ARTICLE 2 – TASK ORDERS

The Engineer will represent the Owner as the City Engineer. This includes providing professional engineering services for the Owner on any projects requested by the Owner involving the City of Burlington.

Task Orders shall be used to describe the parties' mutual agreement on the scope of the Services, schedule, compensation and other particulars as stated therein. Task Orders shall be in the general form. Task Orders are binding only after acceptance and execution by duly authorized representatives of both parties. Each Task Order shall govern the parties' rights and obligations with respect to each assignment, but all within the framework of this Agreement. In the event of an inconsistency between the terms of any Task Order and the terms of this Agreement, the terms of this Agreement shall prevail.

ARTICLE 3 – SCOPE OF SERVICES

Engineer shall provide the Services described in each Task Order.

ARTICLE 4 – SCHEDULE

Engineer shall exercise its reasonable efforts to perform those Services within the time frame set forth in each Task Order.

ARTICLE 5 – COMPENSATION

Shall be on a time and materials basis at the rates listed in **Attachment A**.

Engineer shall periodically invoice Owner for Services rendered. Invoices shall be due and payable upon receipt. Owner shall give prompt written notice of any disputed amount and shall pay the remaining amount. Invoice amounts not paid within 45 days after receipt shall accrue interest at the rate of 1.0% per month, with payments applied first to accrued interest and

then to unpaid principal. If any litigation is instituted to recover invoice amounts, the loser shall pay the attorney fees.

ARTICLE 6 – OWNER'S RESPONSIBILITIES

Owner shall perform and provide the following in a timely manner so as not to delay the Services of Engineer.

- (a) Place at Engineer's disposal all available information pertinent to the Project, including previous reports, drawings, specifications or any other data as may be reasonably required by Engineer to perform its Services.
- (b) Give prompt written notice to Engineer whenever Owner becomes aware of any development that affects the scope or timing of Engineer's Services, or any defect in the Services of Engineer.
- (c) Advise Engineer of the identity and scope of services of any independent consultants retained by Owner to provide services in regard to the Project.

ARTICLE 7 – STANDARD OF CARE

The same degree of care, skill, and diligence shall be exercised in the performance of the Services as is ordinarily possessed and exercised by a member of the same profession, currently practicing, under similar circumstances. No other warranty, express or implied, is included in this Agreement or in any Task Order, drawing, specification, report, opinion, or other instrument of service, in any form or media, produced in connection with the Services.

ARTICLE 8 – INDEMNIFICATION AND LIABILITY

General. Having considered the potential liabilities that may exist during the performance of the Services, the relative benefits and risks of the Project, and the Engineer's fee for the Services, and in consideration of the promises contained in this Agreement, Owner and

Engineer agree to allocate and limit such liabilities in accordance with this Article.

Indemnification. Engineer agrees to indemnify and hold the Owner harmless from and against legal liability for all judgments, losses, damages, and expenses to the extent such judgments, losses, damages, or expenses are caused by the Engineer's negligent acts, errors, or omissions arising out of its performance of the Services. In the event judgments, losses, damages, or expenses are caused by the joint or concurrent negligence of Engineer and Owner, they shall be borne by each party in proportion to its own negligence.

Limitation of Liability. To the fullest extent permitted by law, the total aggregate liability of Engineer and its subconsultants to Owner for all judgments, losses, damages, and expenses resulting in any way from the performance of the Services shall not exceed the total limit of professional liability coverage as stated herein for Task Orders completed under this Agreement.

Consequential Damages. To the fullest extent permitted by law, Engineer shall not be liable to Owner for any consequential damages resulting in anyway from the performance of the Services.

ARTICLE 9 – INSURANCE

During the term of this Agreement, Engineer shall maintain the following insurance:

- (a) General Liability Insurance, with a combined single limit of \$2,000,000 per occurrence and \$6,000,000 per annual aggregate.
- (b) Automobile Liability Insurance, with a combined single limit of \$1,000,000 for each accident.
- (c) Workers' Compensation Insurance in accordance with statutory requirements and Employer's Liability Insurance, with a limit of \$1,000,000 for each occurrence.
- (d) Professional Liability Insurance, with a limit of \$3,000,000 annual aggregate.
- (e) Excess Liability Insurance with a limit of \$6,000,000 per occurrence and \$6,000,000 annual aggregate.

Engineer shall annually, furnish Owner certificates of insurance which shall include a provision that such insurance shall not be canceled without at least thirty days' written

notice to Owner. Owner shall require all Project contractors to include Owner and Engineer as additional insured on their General and Automobile Liability insurance policies, and to indemnify both Owner and Engineer, each to the same extent.

Engineer and Owner waive all rights against each other and their directors, officers, partners, commissioners, officials, agents, and employees for damages covered by property insurance during and after the completion of the Services. If the Services result in any construction related to the Project, a similar provision shall be incorporated into all construction contracts entered into by Owner and shall protect Owner and Engineer to the same extent.

ARTICLE 10 – LIMITATIONS OF RESPONSIBILITY

Engineer shall not be responsible for (a) construction means, methods, techniques, sequences, procedures, or safety precautions and programs in connection with the Project; (b) the failure of any contractor, subcontractor, vendor, or other Project participant, not under contract to Engineer, to fulfill contractual responsibilities to Owner or to comply with federal, state, or local laws, regulations, and codes; or (c) procuring permits, certificates, and licenses required for any construction. If any permits are the responsibility of the contractor, the engineer will so specify in the construction manual.

ARTICLE 11 – OPINIONS OF COST AND SCHEDULE

Because Engineer has no control over the cost of labor, materials, or equipment furnished by others, or over the resources provided by others to meet Project Schedules, Engineer's opinion of probable costs and of Project Schedules, if any, shall be made on the basis of experience and qualifications as a professional engineer. Engineer does not guarantee that proposals, bids, or actual Project costs will not vary from Engineer's cost estimates or that actual schedules will not vary from Engineer's projected schedules.

ARTICLE 12 – REUSE OF DOCUMENTS

All documents, including, but not limited to, drawings, specifications, and computer software prepared by Engineer pursuant to this Agreement are instruments of service in respect to the Project. They are not intended or represented to be suitable for reuse by Owner or others on

modifications or extensions of the Project or any other project. Any reuse without prior written verification or adaptation by Engineer for the specific purpose intended will be at Owner's sole risk and without liability or legal exposure to Engineer. Owner shall indemnify and hold harmless Engineer and its subconsultants against all judgments, losses, damages, injuries, and expenses, including reasonable attorneys' fees, arising out of or resulting from such reuse. Any verification or adaptation of documents will entitle Engineer to additional compensation at rates to be agreed upon by Owner and Engineer.

ARTICLE 13 – OWNERSHIP OF DOCUMENTS AND INTELLECTUAL PROPERTY

Except as otherwise provided herein, engineering documents, drawings, and specifications prepared by Engineer and furnished to Owner as part of the Services shall become the property of Owner; provided, however, that Engineer shall have the unrestricted right to their use. Engineer shall retain its copyright and ownership rights in its design drawing details, specifications, databases, computer software, and other proprietary property. Intellectual property developed, utilized, or modified in the performance of the Services shall remain the property of Engineer.

ARTICLE 14 – DELAY IN PERFORMANCE

Neither Owner nor Engineer shall be considered in default of this Agreement or any Task Order for delays in performance caused by circumstances beyond the reasonable control or the nonperforming party. For purposes of this Agreement, such circumstances include, but are not limited to, abnormal weather conditions; floods; earthquakes; fire; epidemics; war; riots; and other civil disturbances; strikes, lockouts, work slowdowns, and other labor disturbances; sabotage, judicial restraint, and delay in or inability to procure permits, licenses, or authorizations from any local, state, or federal agency for any of the supplies, materials, accesses, or services required to be provided by either Owner or Engineer under this Agreement or any Task Order. Engineer shall be granted a reasonable extension of time for any delay in its performance caused by any such circumstances.

Should such circumstances occur, the nonperforming party shall, within a reasonable time of being prevented from performing, give

written notice to the other party describing the circumstances preventing continued performance and the efforts being made to resume performance.

ARTICLE 15 – CONTRACT TERMINATION

Either party, the owner or the engineer can terminate the contract with a 60 days written notice. The notice must be delivered by a certified mail.

ARTICLE 16 - NOTICES

Any notice required by this Agreement shall be made in writing to the address specified below:

Owner:
Kevin Lahner (262-342-1180)
City Administrator
300 N. Pine Street
Burlington, Wisconsin 53105

Engineer:
Mr. Thomas Foht, P.E.
Kapur & Associates, Inc.
1224 S. Pine Street
Burlington, Wisconsin 53105
(262) 758-6016

Nothing contained in this Article shall be construed to restrict the transmission of routine communications between representatives of Owner and Engineer.

See **Attachment B** for representatives to be contacted in the absence of the Engineer listed above.

ARTICLE 17 – DISPUTES

In the event of a dispute between Owner and Engineer arising out of or related to this Agreement, or any Task Order, the aggrieved party shall notify the other party of the dispute within a reasonable time after such dispute arises. If the parties cannot thereafter resolve the dispute, each party shall nominate a senior officer of its management to meet to resolve the dispute by direct negotiation or mediation.

Should such negotiation or mediation fail to resolve the dispute, either party may pursue resolution of the dispute by arbitration in accordance with the Construction Industry Arbitration Rules of the American Arbitration Association; provided, however, in the event the parties are unable to reach agreement to arbitrate

under terms reasonably acceptable to both parties, either party may pursue resolution in any court having jurisdiction.

During the pendency of any dispute, the parties shall continue diligently to fulfill their respective obligations hereunder.

ARTICLE 18 – WAIVER

A waiver by either Owner or Engineer of any breach of this Agreement shall be in writing. Such a waiver shall not affect the waiving party's rights with respect to any other or further breach.

ARTICLE 19 – SEVERABILITY

The invalidity, illegality, or unenforceability of any provision of this Agreement or the occurrence of any event rendering any portion or provision of this Agreement void shall in no way affect the validity or enforceability of any other portion or provision of this Agreement or any Task Order. Any void provision shall be deemed severed from this Agreement, and the balance of this Agreement shall be construed and enforced as if it did not contain the particular portion or provision held to be void. The parties further agree to amend this Agreement to replace any stricken provision with a valid provision that corners as close as possible to the intent of the stricken provision. The provisions of this Article shall not prevent this entire Agreement from being void should a provision which is of the essence of this Agreement be determined void.

ARTICLE 20 – INTEGRATION

This Agreement, (incorporated by this reference), and subsequently issued Task Orders (and their respective attachments, if any), represents the entire and integrated agreement between Owner and Engineer. It supersedes all prior and contemporaneous communications, representations, and agreements, whether oral or

IN WITNESS WHEREOF, Owner and Engineer have executed this Agreement

City of Burlington
(Owner)

By: _____

Title: Kevin Lahner, City Administrator

Date: _____

written, relating to the subject matter of this Agreement.

ARTICLE 21 – SUCCESSORS AND ASSIGNS

Owner and Engineer each binds itself and its successors, executors, administrators, permitted assigns, legal representatives and, in the case of a partnership, its partners, to the other party to this Agreement and to the successors, executors, administrators, permitted assigns, legal representatives, and partners of such other party in respect to all provisions of this Agreement.

ARTICLE 22 – ASSIGNMENT

Neither Owner nor Engineer shall assign any rights or duties under this Agreement without the prior written consent of the other party, which consent shall not be unreasonably withheld; provided, however, Engineer may assign its rights to payment without Owner's consent. Unless otherwise stated in the written consent to an assignment, no assignment will release or discharge the assignor from any obligation under this Agreement. Nothing contained in this Article shall prevent Engineer from engaging independent consultants, associates, and subcontractors to assist in the performance of the Services.

ARTICLE 23 – NO THIRD PARTY RIGHTS

The Services provided for in this Agreement are for the sole use and benefit of Owner and Engineer. Nothing in the Agreement shall be construed to give any rights or benefits to anyone other than Owner and Engineer.

ARTICLE 24 – GOVERNING LAW

This Agreement shall be governed by the laws of the State of Wisconsin.

Kapur & Associates, Inc.
(Engineer)

By: _____

Title: Thomas W. Foht, P.E., Senior Associate

Date: _____

ATTACHMENT A

LABOR RATES KAPUR & ASSOCIATES, INC.

Classification	Rates	Rates	Rates
	2013	2014	2015
Project Manager	\$133.00	\$133.00	\$133.00
Electrical Engineer	\$133.00	\$133.00	\$133.00
Senior Project Engineer	\$103.00	\$103.00	\$107.00
Project Engineer (added in 2009)	\$85.00	\$85.00	\$89.00
Environmental Engineer	\$85.00	\$85.00	\$89.00
Surveyor	\$90.00	\$90.00	\$90.00
Construction Project Engineer	\$91.00	\$91.00	\$91.00
Staff Engineer II	\$78.00	\$78.00	\$78.00
Staff Engineer	\$60.00	\$60.00	\$65.00
Construction Staff Engineer	\$78.00	\$78.00	\$78.00
Senior Technician	\$75.00	\$75.00	\$75.00
Technician	\$60.00	\$60.00	\$60.00
Survey Crew	\$115.75	\$115.75	\$115.75



CITY OF BURLINGTON

Department of Public Works

Street, Park, Water, & Wastewater Division
2200 S. Pine Street, Burlington, WI, 53105
Phone: (262) 539-3646 Fax: (262) 539-3648
www.burlington-wi.gov

Common Council Item Number: 13B	Date: June 18, 2013
Submitted By: Craig Workman, Director of Public Works	Subject: Resolution 4616(6) approving contract Change Order #2 with Staab Construction, Inc. for the Phase II - WWTP Upgrades and Improvements Project in the amount of \$0.

Details:

As detailed in the attached memo, it was determined that several unforeseen items needed to be added to the Phase II WWTP Upgrades and Improvement Project. The items and their associated costs are as follows:

1. Biotower Piping Modifications (\$5,495) – Biotower blower piping required changing, which resulted in electrical alterations.
2. Administration Control Room Electrical (\$3,439) – In the administration building, the control room is being renovated to accommodate new control equipment. Additional atmosphere control is required which resulted in a change in the electrical design that was not part of the original drawings.
3. Second Stage HVAC Ductwork (\$2,590) – An offset was required to the ductwork in the second stage treatment building in order to accommodate new MCC panels. The offset was required to prevent a violation of the overhead clear space required in the electrical code.
4. Control Panel Painting (\$3,413) – Reconditioned SCADA panels will receive a new local user interface installed on the face of the cabinet door. Instead of plugging the door penetrations from the old interface, it was found to be cost effective by City Staff to paint the entire cabinet.

Options & Alternatives:

The common council could choose to deny this change order, however the items have already been completed and these prices represent the negotiated values of the work already performed or eliminated.

Financial Remarks:

This project was submitted and approved to the Clean Water Fund Loan Program and these changes will result in no change to the contract price with Staab Construction, the general contractor. These changes will result in a \$14,937 draw against the contingency allowance in the contract, leaving \$150,000 remaining in the contingency after this draw.

Executive Action:

This item was discussed at the June 4, 2013 Committee of the Whole meeting and scheduled for the June 18, 2013 Common Council meeting for consideration.

Resolution No. 4616(6)
Introduced by: Committee of the Whole

**A RESOLUTION APPROVING CONTRACT CHANGE ORDER NUMBER TWO WITH
STAAB CONSTRUCTION, INC FOR THE PHASE II - WWTP UPGRADES AND
IMPROVEMENTS PROJECT IN THE AMOUNT OF \$0**

WHEREAS, Resolution 4564(15) approved the award of bid to Staab Construction, Inc. for the Phase II - WWTP Upgrades and Improvements Project in the amount of \$7,089,785; and,

WHEREAS, the City of Burlington entered into a contract with Staab Construction, Inc. for said improvements on July 11, 2012; and,

WHEREAS, it was determined that unforeseen items were needed with the Phase II - WWTP Upgrades and Improvements Project, consisting of Biotower piping modifications, Administration Control Room Electrical changes, an offset to the ductwork for the Second Stage HVAC system, and Control Panel Painting. These items have resulted in a \$0 Change Order, a copy of which is attached hereto as "Exhibit A" and made a part hereof; and,

WHEREAS, said Change Order Number Two in the amount of \$0 has been recommended for approval by the City Engineer; and,

WHEREAS, the contract price including Change Order Number Two will remain at the not-to-exceed amount of \$7,089,785.

NOW, THEREFORE, BE IT RESOLVED by the Common Council of the City of Burlington that Change Order Number Two is hereby approved in the amount of \$0.

BE IT FURTHER RESOLVED that the City Administrator is hereby authorized and directed to execute Change Order Number Two on behalf of the City.

Introduced: June 4, 2013
Adopted:

Robert Miller, Mayor

Attest:

Diahnn Halbach, City Clerk

MEMORANDUM TO THE CITY OF BURLINGTON

To: Craig Workman
From: Ryan Cardinal
Date: March 11, 2013
Re: Contract Change Order Request for Staab Construction Corp.
Phase II – WWTF Upgrades and Improvements Project

Attached please find a copy of Clean Water Fund Change Order #2 and Justification of the additional cost for the **Phase II – WWTF Upgrades and Improvements** construction project. This will be **no change to the contract price** for Staab Construction. This will be a **\$14,937** draw against the contingency allowance in the contract. The current contract price is \$7,089,785.00 with \$200,000 in contingency allowance. There will be \$150,000 remaining in the allowance after this and CCO1 draw. However, to be eligible for reimbursement from the Clean Water Fund Loan, the DNR requires the following paperwork. This draw is for the following items:

1. Biotower Piping Modifications – During shop drawing review, an amendment to the FRP ductwork and associated equipment was found to be necessary. As part of the redesign, blower piping was changed and electrical altered resulting in a net total change as shown. (\$5,495)
2. Administration Control Room Electrical – As part of the plant upgrades, the treatment process is receiving updated controls, or SCADA. In the administration building, the control room is being renovated to accommodate the new equipment. It was determined late in the project that additional atmosphere control would be required due to this new equipment in the control room space. This additional control caused a change in the electrical design that was not part of the original drawings. (\$3,439).
3. Second Stage HVAC Ductwork – In the second stage treatment building, the upgraded aeration blowers are receiving new motor control centers, or MCC panels. Upon receipt of shop drawings, it became known that the dimensions of the panels would extend underneath an overhead duct run. This is in violation of electrical code overhead clear space. It was determined the most cost effective solution was to offset the HVAC duct. (\$2,590)
4. Control Panel Painting – As part of the SCADA system upgrade, the reconditioned control panels will receive a new local user interface installed on the face of the cabinet door. Instead of plugging the door penetrations from the old interface, it was found to be cost effective by City Staff to paint the entire cabinet as opposed to single components for the total cost shown. (\$3,413)

Let me know if you have any questions or comments. Thank you!

CONTRACT CHANGE ORDER

Change Order: #2
Date: March 11, 2012
Name of Project: Phase II – WWTF Upgrades and Improvements Project
OWNER: City of Burlington
CONTRACTOR: Staab Construction Corp.
ENGINEER: Kapur & Associates, Inc.

The following changes are hereby made to the Contract Documents: **See attached documentation.**

Justification: (See attached)

Change to CONTRACT PRICE-	\$ <u> 0.00 </u>
Original CONTRACT PRICE -	\$ <u> 7,089,785.00 </u>
Current CONTRACT PRICE adjusted by previous CHANGE ORDER -	\$ <u> 7,089,785.00 </u>
The CONTRACT PRICE due to this CHANGE ORDER will be (increased) (decreased) by -	\$ <u> 0.00 </u>
The new CONTRACT PRICE including this CHANGE ORDER will be -	\$ <u> 7,089,785.00 </u>

Change to CONTRACT TIME:

The CONTRACT TIME will be (increased) (decreased) by 0 calendar days.
The date for completion of work will be January 25, 2014 Substantial (Date).
 February 24, 2014 Final (Date)

The CONTRACTOR and OWNER hereby agree that the compensation to the CONTRACTOR effected hereby constitutes full settlement of the claims of the CONTRACTOR under this contract arising out of or incident to the changes effected hereby.

This document will become a supplement to the contract and all provisions will apply hereto.

Recommended by the ENGINEER: _____ Date _____
Name: Ryan Cardinal
Title: Project Engineer

Accepted by the CONTRACTOR: _____ Date _____
Name: Aaron E. Staab
Title: President

Approved by the OWNER: _____ Date _____
Name: Craig Workman
Title: Director of Public Works
Authorized Representative



3900 LADUE AVE., P.O. BOX 500, MARSHFIELD, WI 53403-0500
 FAX NO. 715.234.400

CHANGE ORDER ESTIMATE

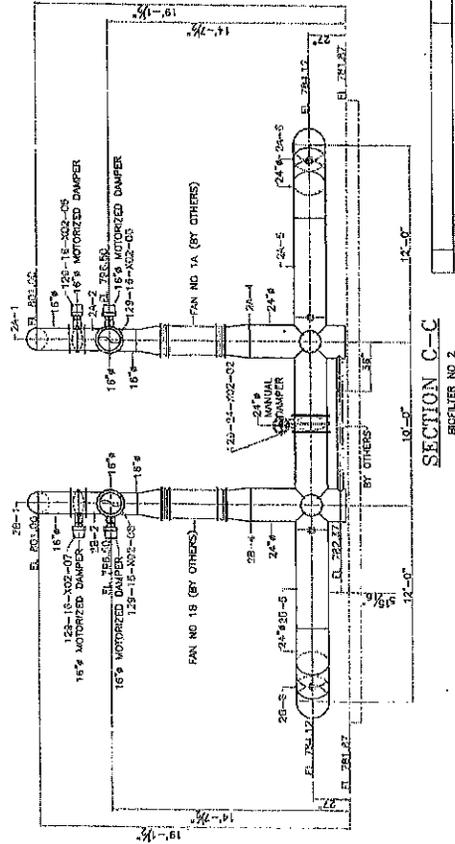
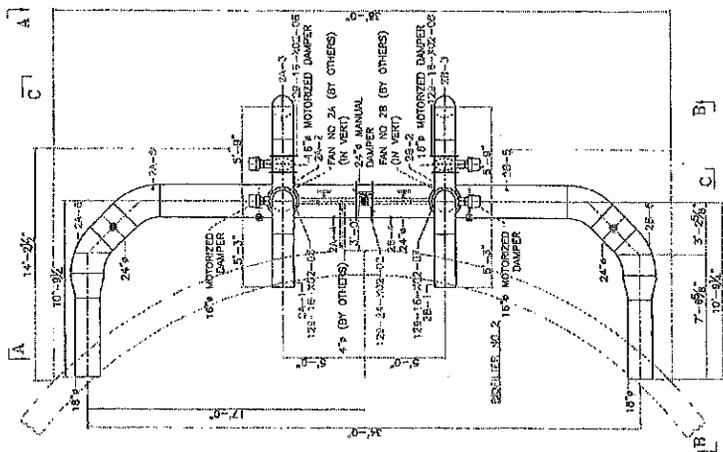
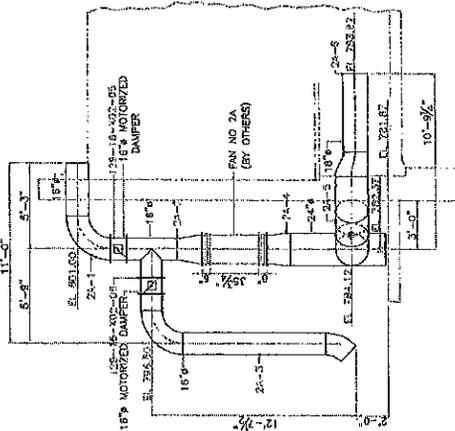
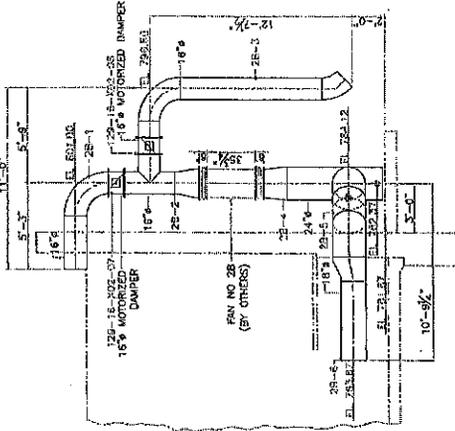
File: 4433-CO
 Date: 1/17/2013
 Project: Burlington WWTF
 Re: CO-08 Biotower FRP Piping, Heat Tracing, & Concrete Mods
 File: 4433\CO\BIMSTR-4433.xlsx

John Grosskreutz
 KAPUR & ASSOCIATES
 7711 North Port Washington Rd
 Milwaukee, WI 53217

NEW Code	ITEM DESCRIPTION	COMMENTS	Qty	UM	Material	Indirect	Rent	Hours	Rate	Labor	Sub	Process Equip	Totals
1001	SUPERVISION		1	LS				15	112.55	1,288			1,288
1220	BONDS & INSURANCE	0.72% OF TOTAL CONTRACT	5,443	C\$		39							39
1651	SAFETY		5,443	C\$				(2)	107.15	(214)			(214)
1999	TOTAL INDIRECT		XXXXXXX	XXXX		39		13	\$ 112.55	1,474	0	0	1,513
2690-001	002-PIPE EXCAVATION	Buried 4" PVC Drain Line	1	BCY	(380)			(18)	109.75	(1,976)			(2,356)
3310	REDMIX CONCRETE	Thickened Concrete Slab (2)	2	CY	495			3	111.43	334			829
15065	PVC PIPE MATERIAL	Revised Pipe Length Added Valves	1	LF	1,438			(16)	106.19	(1,699)			(261)
15250	PIPE INSULATION	Buried 4" PVC Pipe	1	LS					106.79	0	(2,050)		(2,050)
15940-001	80-FRP DUCT/DAMPER	Mfn. charge for drawing revisions	1	LF					106.19	0	6,769		6,769
16050	ELECTRICAL CONSTRUCTION	Added Circuitry & Deleted Heat Trace Tape	5,443	C\$					106.19	0			
99985	TOTAL COST		XXXXXXX	XXXX	1,553	39		(19)	\$ 107.04	(1,866)	4,719	500	4,945
99996	PERCENT MARGIN ***		XXXXXXX	XXXX	15.00%	15.00%	15.00%	XXXXXXX	XXXXXXX	XXXXXXX	5.00%	15.00%	XXXXXXX
99996	MARGIN **		XXXXXXX	XXXX	233	6	0	XXXXXXX	XXXXXXX	XXXXXXX	236	75	550
99997	CONTRACT PRICE ***		XXXXXXX	XXXX	1,786	45	0	XXXXXXX	XXXXXXX	(1,868)	4,955	575	5,495

GENERAL NOTES

1. * - DENOTES FIELD WELD LOCATION.
2. FLANGE CONNECTIONS SHOWN AT LINE-SAME, UNLESS OTHERWISE SPECIFIED.



FABRICATION NOTES

- 1. PLANT WELD (PER SPEC)
- 2. WELD TYPE
- 3. WELD CONDITION
- 4. WELD METRIC
- 5. WELD METRIC
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THICKNESS AND SEQUENCE

SIZE/TO	THICKNESS	SOURCE	FORMING
100 MILS	1/8"	PLANT WELD	
200 MILS	1/4"	PLANT WELD	
300 MILS	3/8"	PLANT WELD	
400 MILS	1/2"	PLANT WELD	
500 MILS	5/8"	PLANT WELD	
600 MILS	3/4"	PLANT WELD	
700 MILS	7/8"	PLANT WELD	
800 MILS	1"	PLANT WELD	
900 MILS	1 1/8"	PLANT WELD	
1000 MILS	1 1/4"	PLANT WELD	
1100 MILS	1 3/8"	PLANT WELD	
1200 MILS	1 1/2"	PLANT WELD	
1300 MILS	1 5/8"	PLANT WELD	
1400 MILS	1 3/4"	PLANT WELD	
1500 MILS	1 7/8"	PLANT WELD	
1600 MILS	2"	PLANT WELD	
1700 MILS	2 1/8"	PLANT WELD	
1800 MILS	2 1/4"	PLANT WELD	
1900 MILS	2 3/8"	PLANT WELD	
2000 MILS	2 1/2"	PLANT WELD	
2100 MILS	2 5/8"	PLANT WELD	
2200 MILS	2 3/4"	PLANT WELD	
2300 MILS	2 7/8"	PLANT WELD	
2400 MILS	3"	PLANT WELD	
2500 MILS	3 1/8"	PLANT WELD	
2600 MILS	3 1/4"	PLANT WELD	
2700 MILS	3 3/8"	PLANT WELD	
2800 MILS	3 1/2"	PLANT WELD	
2900 MILS	3 5/8"	PLANT WELD	
3000 MILS	3 3/4"	PLANT WELD	
3100 MILS	3 7/8"	PLANT WELD	
3200 MILS	4"	PLANT WELD	
3300 MILS	4 1/8"	PLANT WELD	
3400 MILS	4 1/4"	PLANT WELD	
3500 MILS	4 3/8"	PLANT WELD	
3600 MILS	4 1/2"	PLANT WELD	
3700 MILS	4 5/8"	PLANT WELD	
3800 MILS	4 3/4"	PLANT WELD	
3900 MILS	4 7/8"	PLANT WELD	
4000 MILS	5"	PLANT WELD	

SCALE

BURLINGTON WHITE
STEEL CONSTRUCTION

PLATE ES - TX
PROJECT NO. 129
DATE: 11-29-02

REVISIONS

NO.	DATE	DESCRIPTION	BY	CHK
1	11/29/02	ISSUED FOR CONSTRUCTION		
2	11/29/02	ISSUED FOR CONSTRUCTION		
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100	11/29/02	ISSUED FOR CONSTRUCTION		

NOT APPROVED FOR CONSTRUCTION

DATE: 11/29/02

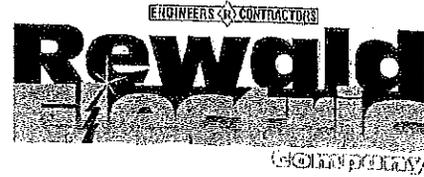
APPROVED FOR CONSTRUCTION

DATE: 11/29/02

THIS DRAWING IS THE PROPERTY OF BURLINGTON WHITE STEEL CONSTRUCTION. IT IS TO BE USED ONLY FOR THE PROJECT AND SITE SPECIFICALLY IDENTIFIED THEREON. ANY REUSE OR MODIFICATION OF THIS DRAWING WITHOUT THE WRITTEN PERMISSION OF BURLINGTON WHITE STEEL CONSTRUCTION IS PROHIBITED. ANY REUSE OR MODIFICATION OF THIS DRAWING WITHOUT THE WRITTEN PERMISSION OF BURLINGTON WHITE STEEL CONSTRUCTION IS PROHIBITED.

Rewald Electric Company

1556 S. Teut Road
P.O. Box 38
Burlington, WI 53105
Phone: (262) 763-3573
Fax: (262) 763-9898



REQUEST FOR CHANGE ORDER

To: Staab Construction Corp. Attn:
1800 S. Laemle Avenue
PO Box 900
Marshfield, WI 54449
Project: **Burlington Wastewater**
Project # **212055**

RFC No: 3
Date: 12/4/2012

Description: Clarification # 16 Provide Heat Trace circuiting for the two Biofilter piping

Rewald Electric would like to request a change order in the amount of **\$6,769.00** **ADDED** to the original contract amount for the Burlington Wastewater project.

The above work is subject to the same conditions as specified in the original contract unless otherwise stipulated. Upon approval the sum of **\$6,769.00** will be added to the contract price.

Original Contract	\$655,937.00
Other Approved Change Orders	\$0.00
Total Contract to Date	\$655,937.00
This Request	\$6,769.00
Other Pending Requests	\$13,157.00
Total Contract plus Pending RFCs	\$675,863.00

Authorized Signature: _____ Date: _____
Rewald Electric Company

Authorized Signature: _____ Date: _____
Staab Construction Corp.

General Contractor:	Staab Const			
Project:	Burl WWTP			
Project Location:	Burlington		Project #	
Contractor:	Rewald Electric		RFI:	
Authorized by:			CB:	16
Project Manager:	Chuck Meisner		Sheet	1 of 2
Date:	1/17/2013			
Description of Change: Project Clarification #16				
0				
Cost of Changed Work				
Labor:		Hours	Rate	Amount
Journeyman		24	\$ 62.43	\$ 1,498.32
Foreman		30	\$ 68.67	\$ 2,060.19
Labor:				\$ 3,558.51
Total Labor:				\$ 3,558.51
Materials & Equipment				
Lift Rental			\$ -	
Stock			\$ 2,065.48	
Sales Tax			\$ -	\$ 2,065.48
Subtotal				\$ 5,623.99
Overhead & Profit				\$ 1,012.32
Subtotal				\$ 6,636.31
Subcontractors:				
				\$ -
Subtotal:				\$ -
Overhead Costs 7.5%				\$ -
Total for Subcontractors:				\$ -
Summary:				
Work by Own Forces:		\$ 6,636.31		
Work by Subcontractors		\$ -		
Subtotal:		\$ 6,636.31		
2% Bond		\$ 132.73		
Total Change Order		\$ 6,769		



John Grosskreutz
 KAPUR & ASSOCIATES
 7711 North Port Washington Rd
 Milwaukee, WI 53217

CHANGE ORDER ESTIMATE

File: 4433-CO
 Date: 1/17/2013
 Project: Burlington WWTF
 Re: CO-11 40-A-ACC-2 & 40-FCU-1 Electrical
 File: 4433\CO\B\MSTR-4433.XLSX

NEW	ITEM DESCRIPTION	COMMENTS	Qty	UM	Material	Indirect	Rent	Hours	Rate	Labor	Sub	Process Equip	Totals
1001	SUPERVISION		1	LS				5	112.55	563			563
1220	BONDS & INSURANCE	0.72% OF TOTAL CONTRACT	3,439	CS		25							25
1651	SAFETY		3,439	CS				1	107.15	122			122
1999	TOTAL INDIRECT					25		6	\$111.55	563	0		709
16050	ELECTRICAL CONSTRUCTION								107.15	0	2,596		2,596
99995	TOTAL COST					25		6	\$111.55	563	2,596		3,305
99996	PERCENT MARGIN ***				15.00%	15.00%	15.00%				5.00%	15.00%	
99998	MARGIN ***				0	4	0						134
99997	CONTRACT PRICE ***				0	28	0			563	2,726	0	3,439

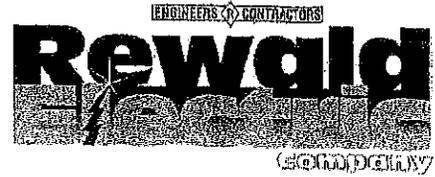
CONTRACT CLARIFICATION / INTERPRETATION REQUEST		SCC File: 4433-16050
Clarification Request No. 19	Date: 12/20/2012	Pages Attached: 0
Contractor: Staab Construction Corporation	Specification Section / Drawing No.: 16050 65	
Project: BURLINGTON WWTF		
Contract:		
<p>Question (This is a request for a clarification / interpretation on the following): Str. 40 - 040-ACCU-2 and 040-FCU-1 does not have any electrical installation design shown for conduit/circuitry. Please review and respond with design & plan for Rewald to review. This is of high priority to get the HVAC system up & going.</p> <p>Suggestion:</p>		
Prepared By: KEVIN FISCHER	Date Response Needed: 12/28/2012	
<p>Response: Provide a 30A/2P circuit breaker in panel 4PPN. Route a [3/4C, 2#10,1 #12 GND] to the server room and connect to both a 20A/2P, NEMA 1 fused disconnect switch and a 15A/2P, NEMA 1 fused disconnect switch. Route a [3/4"C, 2#12,1#12 GND] to both 040-ACCU-2 and 040-FCU-1. The 15A FDS is for 040-FCU-1 and the 20A FDS is for 040-ACCU-2.</p>		
Prepared By: Dennis Fleischfresser	Date: 1/7/2012	
<p>Response Returned to Contractor On:</p> <p>cc: Owner: _____ Resident Project Representative:</p>		

Donohue & Associates, Inc.
Project No.

CONTRACT CLARIFICATION / INTERPRETATION REQUEST
CCR-1

Rewald Electric Company

1556 S. Teut Road
P.O. Box 38
Burlington, WI 53105
Phone: (262) 763-3573
Fax: (262) 763-9898



REQUEST FOR CHANGE ORDER

To: Staab Construction Corp. Attn:
1800 S. Laemie Avenue
PO Box 900
Marshfield, WI 54449

Project: **Burlington Wastewater**
Project # **212055**

RFC No: 4
Date: 1/17/2013

Description: RFI #19 - Provide connections for 040-ACCU-2 & 040-FCU-1 which are not shown on plans

Rewald Electric would like to request a change order in the amount of **\$2,596.00** **ADDED** to the original contract amount for the Burlington Wastewater project.

The above work is subject to the same conditions as specified in the original contract unless otherwise stipulated. Upon approval the sum of **\$2,596.00** will be added to the contract price.

Original Contract	\$655,937.00
Other Approved Change Orders	\$0.00
Total Contract to Date	\$655,937.00
This Request	\$2,596.00
Other Pending Requests	\$17,330.00
Total Contract plus Pending RFCs	\$675,863.00

Authorized Signature: _____ Date: _____
Rewald Electric Company

Authorized Signature: _____ Date: _____
Staab Construction Corp.

General Contractor:	Staab Const			
Project:	Burl WWTP			
Project Location:	Burlington		Project #	
Contractor:	Rewald Electric		RFI:	19
Authorized by:			CB:	
Project Manager:	Chuck Meisner		Sheet:	1 of 2
Date:	1/17/2013			
Description of Change:		Clarification #19 - 040-ACCU-2 & 040-FCU-1		
		0		
Cost of Changed Work				
Labor:	Hours	Rate	Amount	
Journeyman		\$ 62.43		
Foreman	22	\$ 68.67	\$ 1,510.81	
Labor:			\$ 1,510.81	
Total Labor				\$ 1,510.81
Materials & Equipment				
Lift Rental		\$ -		
Stock		\$ 645.65		
Sales Tax		\$ -		\$ 645.65
Subtotal				\$ 2,156.46
Overhead & Profit				\$ 388.16
Subtotal				\$ 2,544.62
Subcontractors:				
			\$ -	
Subtotal:				\$ -
Overhead Costs 7.5%				\$ -
Total for Subcontractors:				\$ -
Summary:				
Work by Own Forces:		\$ 2,544.62		
Work by Subcontractors		\$ -		
Subtotal:		\$ 2,544.62		
1% Bond		\$ 50.89		
Total Change Order		\$ 2,596		

CONTRACT CLARIFICATION / INTERPRETATION REQUEST		SCC File: 4433-16050
Clarification Request No. 19	Date: 12/20/2012	Pages Attached: 0
Contractor: Staab Construction Corporation	Specification Section / Drawing No.: 16050 65	
Project: BURLINGTON WWTF		
Contract:		
<p>Question (This is a request for a clarification / interpretation on the following): Str. 40 - 040-ACCU-2 and 040-FCU-1 does not have any electrical installation design shown for conduit/circuitry. Please review and respond with design & plan for Rewald to review. This is of high priority to get the HVAC system up & going.</p> <p>Suggestion:</p>		
Prepared By: KEVIN FISCHER	Date Response Needed: 12/28/2012	
<p>Response: Provide a 30A/2P circuit breaker in panel 4PPN. Route a [3/4C, 2#10,1 #12 GND] to the server room and connect to both a 20A/2P, NEMA 1 fused disconnect switch and a 15A/2P, NEMA 1 fused disconnect switch. Route a [3/4"C, 2#12,1#12 GND] to both 040-ACCU-2 and 040-FCU-1. The 15A FDS is for 040-FCU-1 and the 20A FDS is for 040-ACCU-2.</p> <p><i>X UNITS ARE 208V AND NEED TO BE FED FROM PANEL 4LA</i> <i>*040-ACCU-2 will require a Nema 3R Disconnect</i> <i>CM.</i></p>		
Prepared By: Dennis Fleischfresser	Date: 1/7/2012	
Response Returned to Contractor On:		
cc: Owner: _____		
Resident Project Representative:		

Donohue & Associates, Inc.
Project No.

CONTRACT CLARIFICATION / INTERPRETATION REQUEST
CCR-1



1600 LAMBLE AVE., P.O. BOX 800, MARSHFIELD, WI 54449-0200
715-877-3420 FAX NO. 715-534-4246

John Grosskreutz
KAPUR & ASSOCIATES
7711 North Port Washington Rd
Milwaukee, WI 53217

CHANGE ORDER ESTIMATE

File: 4433-CO
Date: 2/12/2013
Project: Burlington WWTF
Re: CO-12 STR. 120 DUCT WORK
File: 4433COJBMSTR-4433.xlsx

NEW Code	ITEM DESCRIPTION	COMMENTS	Qty	UM	Material	Indirect	Rent	Hours	Rate	Labor	Sub	Process Equip	Totals
1001	SUPERVISION		1	LS				1.5	112.55	169			169
1220	BONDS & INSURANCE		2,591	CS		20		1.5	\$112.55	169	0	0	189
1999	TOTAL INDIRECT	0.72% OF TOTAL CONTRACT	XXXXXXX	XXXX	0	20	0						
15500	40-HVAC		2,591	CS					106.19	0	2,284		2,284
99995	TOTAL COST		XXXXXXX	XXXX	0	20	0	1.5	\$112.55	169	2,284	0	2,473
99996	PERCENT MARGIN ***		XXXXXXX	XXXX	15.00%	15.00%	15.00%	XXXXXXX	XXXXXXX	XXXXXXX	5.00%	15.00%	XXXXXXXXXX
99996	MARGIN ***		XXXXXXX	XXXX	0	3	0	XXXXXXX	XXXXXXX	XXXXXXX	114	0	117
99997	CONTRACT PRICE ***		XXXXXXX	XXXX	0	23	0	XXXXXXX	XXXXXXX	169	2,399	0	2,550



1920 LASHLE AVE., P.O. BOX 900, MARSHFIELD, WI 54455-0900
 PHONE: 715.234.4474

John Grosskreutz
 KAPUR & ASSOCIATES
 7711 North Port Washington Rd
 Milwaukee, WI 53217

CHANGE ORDER ESTIMATE

File: 4433-CO
 Date: 1/21/2013
 Project: Burlington WWTF
 Re: CO-13 Panel Door Painting
 File: 4433\CO\JBMSTR-4433.xlsx

NEW Code	ITEM DESCRIPTION	COMMENTS	Qty	UM	Material	Indirect	Rent	Hours	Rate	Labor	Sub	Process Equip	Totals
1001	SUPERVISION		1	LS				4	112.55	450			450
1220	BONDS & INSURANCE	0.72% OF TOTAL CONTRACT	3,415	CS		25							25
1651	SAFETY		3,415	CS				1	107.15	121			121
1999	TOTAL INDIRECT		XXXXXX	XXXX	0	25	0	5	\$111.36	571	0	0	596
	DIV 9 MISC								0.00	0			0
9900	PAINTING - GENERAL	3-BCP PANELS	1	LS					111.43	0	2,680		2,680
99995	TOTAL COST		XXXXXX	XXXX	0	25	0	5	\$111.36	571	2,680	0	3,276
99996	PERCENT MARGIN ***		XXXXXX	XXXX	15.00%	15.00%	15.00%	XXXXXX	XXXXXX	XXXXXX	5.00%	15.00%	XXXXXXXXXX
99996	MARGIN ***		XXXXXX	XXXX	0	4	0	XXXXXX	XXXXXX	XXXXXX	134	0	138
99997	CONTRACT PRICE ****		XXXXXX	XXXX	0	28	0	XXXXXX	XXXXXX	571	2,814	0	3,413



CITY OF BURLINGTON

Department of Public Works
Street, Park, Water & Wastewater Divisions
2200 S. Pine St., Burlington, WI, 53105
(262) 539-3770 – (262) 539-3773 fax
www.burlington-wi.gov

Common Council Item Number: 13C	Date: June 18, 2013
Submitted By: Craig Workman, Director of Public Works	Subject: Resolution 4617(7) to consider the purchase of a portable generator.

Details:

The 2013 Waste Water Utility Budget includes the purchase of a portable generator. The generator has been sized to run the pumps at the main lift station located at the old wastewater treatment plant. The Department of Public Works advertised for bids for the procurement of the generator with the following basic specifications:

1. Diesel Powered
2. 200 kW Power Rating
3. 240/480 Volt, 3 Phase, 60 Hertz
4. Steel, weather protective enclosure
5. Tandem axle trailer w/ 300 gallon fuel tank

The Department of Public Works received three bids, which were opened on 5/20/2013. The bid tabulation is attached. The Department of Public Works recommends that the Council award a bid to Cummins NPower, LLC at a cost of \$70,995.

Options & Alternatives:

An alternative would be not to purchase the generator, however, this would increase the likelihood of a sewer backup in the event of a power failure.

Financial Remarks:

The low bid for the generator was for \$70,995, which is below the approved 2013 budget amount of \$75,000.

Executive Action:

This item was discussed at the June 4, 2013 Committee of the Whole meeting and is scheduled for the June 18, 2013 Common Council meeting for consideration.

**A RESOLUTION TO ACCEPT THE BID PROPOSAL FROM CUMMINS NPOWER LLC
FOR A PORTABLE GENERATOR AT A COST OF \$70,995**

WHEREAS, on June 1, 2004 the Common Council did approve Resolution 3812(18), a Resolution Adopting a Purchasing Policy for the City of Burlington; and,

WHEREAS, the Purchasing Policy requires that all non-construction contracts exceeding \$15,000 are to be reviewed and approved by the Common Council; and,

WHEREAS, the City has a need for a new Portable Generator, paid for with funds from the 2013 Wastewater Enterprise Fund Budget; and,

WHEREAS, the City of Burlington developed specifications for the generator and advertised for bids; and,

WHEREAS, the bids were received by the City which were opened and reviewed by City staff on Monday, May 20, 2013; and,

WHEREAS, the Public Works Director does recommend acceptance of the bid from Cummins NPower LLC, for the portable generator at a price of \$70,995.

NOW, THEREFORE, BE IT RESOLVED by the Common Council of the City of Burlington that the bid for the generator be awarded to Cummins NPower LLC for a cost of 70,995.

Introduced: June 4, 2013
Adopted:

Robert Miller, Mayor

Attest:

Diahnn Halbach, City Clerk

Quotation

Cummins NPower, LLC.
 800 W. Ryan Road
 Oak Creek WI 53150 United States
 Direct: 414-570-7151

April 23, 2013
 Project Name: Burlington – Portable Generator

Thank you for your inquiry. We are pleased to quote as follows:

Item	Description	Qty
	Diesel Genset: 60Hz-200kW, TPEM	
200DSGAE	Genset-Diesel,60Hz,200kW	1
A331-2	Duty Rating-Standby Power	1
L090-2	Listing-UL 2200	1
F182-2	Enclosure-Steel, Weather Protective, with Exhaust System	1
R106-2	Voltage-240/480, 3 Phase, Delta, 4 Wire	1
VS	2 Position Voltage Selector Switch	1
B415-2	Alternator-60 Hz, 12 Lead, Upper Broad Range, 105C	1
H700-2	Genset Control-PCC 1.1	1
A366-2	Engine Governor-Electronic, Isochronous Only	1
H609-2	Control Mounting-Left Facing	1
K796-2	Stop Switch-Emergency	1
KP81-2	Circuit Breaker Or Entrance Box-Right & Left Side	1
KT99-2	Circuit Breakers-100, 150 & 350A, Left, 3P, 600V	1
C127-2	Separator-Fuel/Water	1
A422-2	Engine Starter - 12 VDC Motor	1
A333-2	Battery Charging Alternator-Normal Output	1
E125-2	Engine Cooling-High Ambient Air Temperature	1
H389-2	Shutdown-Low Coolant Level	1
E089-2	Extension-Engine Coolant Drain	1
H669-2	Engine Coolant-50% Antifreeze, 50% Water Mixture	1
H036-2	Coolant Heater-120 Volt Ac, Single Phase	1
D036-2	Engine Air Cleaner-Heavy Duty	1
H706-2	Engine Oil	1
L031-2	Genset Warranty- 5 Year Standby Comprehensive	1
F065-2	Rack-Battery	1
H268-2	Extension-Oil Drain	1
Trailer	Tandem Axle Trailer, Storage Box and 300 Gallon Fuel Tank	1
Battery Charger	3.5 amp SENS battery charger	1
Accessories	One (1) 120V duplex receptacle for each switch position. One (1) 240V, 50A twist lock receptacle for each switch position.	1
Cord and Plugs	One (1) AP20034ERS 200 Amp, 3 wire 4 pole weatherproof plug with 25 feet 4/0 cable. One (1) ACP1034CDRS 100 Amp, 3 wire 4 pole weather proof plug with 25 feet 1/0 cable. One (1) ACP6044BCRS 60 Amp, 4 wire 4 pole weatherproof plug with 25 feet #3 cable.	1

Grand Total \$70,955.00



CITY OF BURLINGTON

Department of Public Works
Street, Park, Water and Wastewater Divisions
2200 S. Pine Street, Burlington, WI, 53105
(262) 539-3770 – (262) 539-3773 fax
www.burlington-wi.gov

Common Council Item Number: 13D	Date: June 18, 2013
Submitted By: Craig Workman Director of Public Works	Subject: Resolution 4618(8) to consider approving the 2012 Compliance Maintenance Annual Report

Details:

The Compliance Maintenance Annual Report (CMAR) is a report required by the Department of Natural Resources (DNR) to ensure the City's Wastewater Treatment Plant is in compliance with the permit issued by the DNR. This report, which is required to be completed and submitted annually, must be reviewed and approved by the Common Council and the DNR.

The 2012 CMAR grade point average for the Wastewater Treatment Plant was a 4.0 based on a score of 4.0 point system. The low score on financial management is due to the lack of funds in the Equipment Replacement Fund.

Overall, the plant is fully in compliance with its DNR permit.

Options & Alternatives: None

Financial Remarks: N/A

Executive Action:

This item was discussed at the June 4, 2013 Committee of the Whole meeting and scheduled for the June 18, 2013 Common Council meeting for consideration.

Resolution No. 4618(8)
Introduced by: Committee of the Whole

**A RESOLUTION APPROVING THE 2012 DEPARTMENT OF NATURAL
RESOURCES COMPLIANCE MAINTENANCE ANNUAL REPORT**

WHEREAS, the Wisconsin Department of Natural Resources requires the completion of a Compliance Maintenance Annual Report (CMAR) which will evaluate and document the performance and condition of the wastewater utility; and,

WHEREAS, the CMAR will assist treatment plant owners to plan for the future where necessary so that each plant will maintain their permit requirement.

NOW, THEREFORE, BE IT RESOLVED that the Common Council of the City of Burlington has reviewed and approved the 2012 CMAR, a copy of which is attached hereto.

Introduced: June 4, 2013
Adopted:

Robert Miller, Mayor

Attest:

Diahnn Halbach, City Clerk



CITY OF BURLINGTON

Department of Public Works
2200 S. Pine Street, Burlington, WI 53105
(262) 539 -3770 (262) 539-3773
www.burlington-wi.gov

Memo

To: Kevin Lahner, City Administrator

From: Craig Workman, Director of Public Works

Re: 2012 Compliance Maintenance Annual Report

Date: May 28, 2013

Kevin,

Attached for your review and council approval is the 2012 DNR Compliance Maintenance Annual Report (CMAR). This report is a tool to document how the City's Wastewater Treatment Plant is performing. The 2012 "grade" is an "A", indicating no reporting violations.

Overall, the grade is very good, and emphasizes the quality of operations and maintenance at the plant.

Should you have any questions or comments about this report, or plant operations in general, do not hesitate to contact me.

Sincerely,

Craig C. Workman, P.E.
Director of Public Works

COMPLIANCE MAINTENANCE ANNUAL REPORT

Facility Name: Burlington Water Pollution Control

**Last Updated:
5/1/2013**

Reporting Year: 2012

Influent Flow and Loading

Questions

1 Monthly average flows and (C)BOD loadings.

InFluent No.701	Influent Monthly Average Flow, MGD	X	Influent Monthly Average (C)BOD Concentration on mg.l	X	8.34	=	Influent Monthly Average(C) BOD Loading, pounds/day
January	2,709	X	280	X	8.34	=	6826
February	2,598	X	292	X	8.34	=	6333
March	2,791	X	288	X	8.34	=	6708
April	2,573	X	301	X	8.34	=	6452
May	2,570	X	283	X	8.34	=	6074
June	2,384	X	296	X	8.34	=	5887
July	2,347	X	309	X	8.34	=	6058
August	2,221	X	331	X	8.34	=	6140
September	2,166	X	357	X	8.34	=	6450
October	2,162	X	349	X	8.34	=	6291
November	2,150	X	358	X	8.34	=	6417
December	2,157	X	343	X	8.34	=	6174

2 Maximum month design flow and design (C)BOD loading.

	Design	X	%	=	% of Design
Max Month Design Flow, MGD	4.9	X	90	=	4.41
		X	100	=	4.9
Design (C)BOD, lbs./day	11350	X	90	=	10215
		X	100	=	11350

COMPLIANCE MAINTENANCE ANNUAL REPORT

Facility Name: Burlington Water Pollution Control

**Last Updated:
5/1/2013**

Reporting Year: 2012

Influent Flow and Loading (Continued)

3. Number of times the flow and (C)BOD exceeded 90% or 100% of design, points earned, and score:

	Months of Influent Flow	Number of times flow was greater than 90% of design	Number of times flow was greater than 100% of design	Number of times (C)BOD was greater than 90% of design	Number of times (C)BOD was greater than 100% of design
January	1	0	0	0	0
February	1	0	0	0	0
March	1	0	0	0	0
April	1	0	0	0	0
May	1	0	0	0	0
June	1	0	0	0	0
July	1	0	0	0	0
August	1	0	0	0	0
September	1	0	0	0	0
October	1	0	0	0	0
November	1	0	0	0	0
December	1	0	0	0	0
Points per each exceedance		2	1	3	2
Exceedances		0	0	0	0
Points		0	0	0	0
Total Number of Points					0

4. Was the influent flow meter calibrated in the last year?

Yes Enter last calibration date, MM/DD/YYYY 1/16/2013

No -explain

5. Sewer Use Ordinance

5.1 Did your community have a sewer use ordinance that limited or prohibited the discharge of excessive conventional pollutants ((C)BOD, SS, or pH) or toxic substances to the sewer from industries, commercial users, hauled waste, or residences?

Yes

No

If No, please describe:

COMPLIANCE MAINTENANCE ANNUAL REPORT

Facility Name: Burlington Water Pollution Control

**Last Updated:
5/1/2013**

Reporting Year: 2012

Influent Flow and Loading (Continued)

5.2 Was it necessary to enforce?

- Yes
 No

If Yes, please describe:

6 Septage Receiving

6.1 Did you have requests to receive septage at your facility?

Septic Tanks	Holding Tanks	Grease Traps
<input checked="" type="radio"/> Yes <input type="radio"/> No	<input checked="" type="radio"/> Yes <input type="radio"/> No	<input type="radio"/> Yes <input checked="" type="radio"/> No

6.2 Did you receive septage at your facility? If yes, indicate volume in gallons

Septic Tanks	Holding Tanks	Grease Traps
<input checked="" type="radio"/> Yes <input type="radio"/> No	<input checked="" type="radio"/> Yes <input type="radio"/> No	<input type="radio"/> Yes <input checked="" type="radio"/> No
2,245,326 gal	15,612,860 gal	gal

6.2.1 If yes to any of the above, please explain if plant performance is affected when receiving any of these wastes

No plant upsets.

7 Pretreatment

7.1 Did your facility experience operational problems, permit violations, biosolids quality concerns or hazardous situations in the sewer system or treatment plant that were attributable to commercial or industrial discharges in the last year?

- Yes
 No

If Yes, describe the situation and your community's response:

7.2 Did your facility accept hauled industrial wastes, landfill leachate, etc?

- Yes
 No

If yes, describe the types of wastes received and any procedures or other restrictions that were in place to protect the plant from the discharge of hauled industrial wastes.

Leachate, contaminated groundwater. Quarterly waste test results are required

Total Points Generated	0
Score (100 - Total Points Generated)	100
Section Grade	A

COMPLIANCE MAINTENANCE ANNUAL REPORT

Facility Name: Burlington Water Pollution Control

Last Updated:
5/28/2013

Reporting Year: 2012

Effluent Quality and Plant Performance ((C)BOD)

Questions

1. Monthly average effluent values, exceedances, and points for (C)BOD:

Outfall No.001	Monthly Average C(BOD) Limit (mg/L)	90% of Permit Limit >10 (mg/L)*	Effluent Monthly Average C(BOD) (mg/L)	Months of Discharge with a Limit	Permit Limit Exceedance	90% Permit Limit Exceedance
January	30	27	6	1	0	0
February	30	27	7	1	0	0
March	30	27	6	1	0	0
April	30	27	7	1	0	0
May	30	27	7	1	0	0
June	30	27	5	1	0	0
July	30	27	5	1	0	0
August	30	27	4	1	0	0
September	30	27	5	1	0	0
October	30	27	4	1	0	0
November	30	27	4	1	0	0
December	30	27	6	1	0	0
Equals limit if limit is <=10						
Months of Discharge/yr				12		
Points per each exceedance with 12 months of discharge					7	3
Exceedances					0	0
Points					0	0
Total Number of Points						0

NOTE: For systems that discharge intermittently to waters of the state, the points per monthly exceedance for this section shall be based upon a multiplication factor of 12 months divided by the number of months of discharge.

Example: For a wastewater facility discharging only 6 months of the year, the multiplication factor is $12/6 = 2.0$

2. If any violations occurred, what action was taken to regain compliance?

N/A

3. Was the effluent flow meter calibrated in the last year?

- Yes - enter last calibration date, MM/DD/YYYY:
- No - explain:

COMPLIANCE MAINTENANCE ANNUAL REPORT

Facility Name: Burlington Water Pollution Control

**Last Updated:
5/28/2013**

Reporting Year: 2012

Effluent Quality and Plant Performance ((C)BOD) (Continued)

	Effluent flow meter to be replaced during plant upgrade project currently underway.
4.	What problems, if any, were experienced over the last year that threatened treatment?
	N/A
5.	Other Monitoring and Limits
	<p>5.1 At any time in the past year was there an exceedance of a permit limit for any other pollutants such as metals, pH, residual chlorine, or fecal coliform?</p> <p> <input type="radio"/> Yes <input checked="" type="radio"/> No </p> <p>If Yes, please describe:</p> <div style="border: 1px solid black; height: 20px; width: 100%;"></div>
	<p>5.2 At any time in the past year was there an effluent acute or chronic whole effluent toxicity (WET) test?</p> <p> <input checked="" type="radio"/> Yes <input type="radio"/> No </p> <p>If Yes, please describe:</p> <div style="border: 1px solid black; padding: 2px;">Acute and chronic WET testing was performed on May 8, 2012. Both tests were passed.</div>
	<p>5.3 If the biomonitoring (WET) test did not pass, were steps taken to identify and/or reduce source(s) of toxicity?</p> <p> <input type="radio"/> Yes <input type="radio"/> No <input checked="" type="radio"/> NA </p> <p>Please explain unless not applicable:</p> <div style="border: 1px solid black; height: 20px; width: 100%;"></div>

Total Points Generated	0
Score (100 - Total Points Generated)	100
Section Grade	A

COMPLIANCE MAINTENANCE ANNUAL REPORT

Facility Name: Burlington Water Pollution Control

Last Updated:
5/1/2013

Reporting Year: 2012

Effluent Quality and Plant Performance (Total Suspended Solids)

Questions							
1	Monthly average effluent values, exceedances, and points for TSS:						
	Outfall No.001	Monthly Average TSS Limit (mg/L)	90% of Permit Limit >10 (mg/L)*	Effluent Monthly Average TSS (mg/L)	Months of Discharge with a Limit	Permit Limit Exceedance	
	January	30	27	10	1	0	
	February	30	27	9	1	0	
	March	30	27	4	1	0	
	April	30	27	6	1	0	
	May	30	27	5	1	0	
	June	30	27	5	1	0	
	July	30	27	7	1	0	
	August	30	27	8	1	0	
	September	30	27	10	1	0	
	October	30	27	7	1	0	
	November	30	27	7	1	0	
	December	30	27	7	1	0	
	* Equals limit if limit is <=10						
	Months of Discharge/yr				12		
	Points per each exceedance with 12 months of discharge					7	3
	Exceedances					0	0
	Points					0	0
	Total Number of Points						0
	<p>NOTE: For systems that discharge intermittently to waters of the state, the points per monthly exceedance for this section shall be based upon a multiplication factor of 12 months divided by the number of months of discharge.</p> <p>Example: For a wastewater facility discharging only 6 months of the year, the multiplication factor is $12/6 = 2.0$</p>						
2	If any violations occurred, what action was taken to regain compliance?						
	N/A						

Total Points Generated	0
Score (100 - Total Points Generated)	100
Section Grade	A

COMPLIANCE MAINTENANCE ANNUAL REPORT

Facility Name: Burlington Water Pollution Control

**Last Updated:
5/1/2013**

Reporting Year: 2012

Effluent Quality and Plant Performance (Ammonia = NH3)

Questions

1 Monthly and weekly average effluent values, exceedances, and points for NH3:

Outfall No.001	Monthly Average NH3 LIMIT (mg/L)	Weekly Average NH3 LIMIT (mg/L)	Effluent Monthly Average NH3 (mg/L)	Monthly Permit Limit Exceedance	Effluent Weekly Average for Week 1	Effluent Weekly Average for Week 2	Effluent Weekly Average for Week 3	Effluent Weekly Average for Week 4	Weekly Permit Limit Exceedance
January									
February									
March									
April									
May	9.1		0.3	0					
June	9.1		0.0	0					
July	9.1		0.0	0					
August	9.1		0.0	0					
September	9.1		0.0	0					
October									
November									
December									

Points per each exceedance of monthly average	10
Exceedances Monthly	0
Points	0
Points per each exceedance of weekly average (when there is no monthly average)	2.5
Exceedances Weekly	0
Points	0
Total Number of Points:	0

Note: Limit exceedances are considered for monthly OR weekly averages but not both. When a monthly average limit exists it will be used to detect exceedances and generate points. This will be true even if a weekly limit also exists. When a weekly average limit exists and a monthly limit does not exist, the weekly limit will be used to detect exceedances and generate points.

COMPLIANCE MAINTENANCE ANNUAL REPORT

Facility Name: Burlington Water Pollution Control

Last Updated:
5/1/2013

Reporting Year: 2012

Effluent Quality and Plant Performance (Ammonia = NH₃) (Continued)

2.	If any violations occurred, what action was taken to regain compliance?
	N/A

Total Points Generated	0
Score (100 - Total Points Generated)	100
Section Grade	A

COMPLIANCE MAINTENANCE ANNUAL REPORT

Facility Name: Burlington Water Pollution Control

**Last Updated:
5/1/2013**

Reporting Year: 2012

Effluent Quality and Plant Performance (Phosphorus)

Questions

1. Monthly average effluent values, exceedances, and points for Phosphorus:

Outfall No.001	Monthly Average phosphorus Limit (mg/L)	Effluent Monthly Average phosphorus (mg/L)	Months of Discharge with a Limit	Permit Limit Exceedance
January	1	0.7	1	0
February	1	0.6	1	0
March	1	0.6	1	0
April	1	0.6	1	0
May	1	0.8	1	0
June	1	0.8	1	0
July	1	0.9	1	0
August	1	0.7	1	0
September	1	0.7	1	0
October	1	0.6	1	0
November	1	0.7	1	0
December	1	0.7	1	0
Months of Discharge/yr			12	
Points per each exceedance with 12 months of discharge				10
Exceedances				0
Total Number of Points				0

NOTE: For systems that discharge intermittently to waters of the state, the points per monthly exceedance for this section shall be based upon a multiplication factor of 12 months divided by the number of months of discharge.

Example: For a wastewater facility discharging only 6 months of the year, the multiplication factor is $12/6 = 2.0$

2. If any violations occurred, what action was taken to regain compliance?

N/A

Total Points Generated	0
Score (100 - Total Points Generated)	100
Section Grade	A

COMPLIANCE MAINTENANCE ANNUAL REPORT

Facility Name: Burlington Water Pollution Control

Last Updated:
5/2/2013

Reporting Year: 2012

Biosolids Quality and Management

	Questions	Points						
1.	<p>Biosolids Use/Disposal:</p> <p>1.1 How did you use or dispose of your biosolids?(Check all that apply)</p> <p> <input checked="" type="checkbox"/> Land Applied Under Your Permit <input type="checkbox"/> Publicly Distributed Exceptional Quality Biosolids <input type="checkbox"/> Hauled to Another Permitted Facility <input type="checkbox"/> Landfilled <input type="checkbox"/> Incinerated <input type="checkbox"/> Other </p> <p>NOTE:If you do not remove biosolids from your system annually, please describe your system type such as lagoons, reed beds, recirculating sand filters, etc, and if biosolids were land applied last year, please also check top box above.</p> <p>1.1.1 If you checked Other, Please describe:</p> <div style="border: 1px solid black; height: 20px; width: 400px;"></div>							
2.	<p>Land Application Site:</p> <table border="1" style="width: 100%; margin-top: 10px;"> <tr> <td colspan="2" style="text-align: center;">Last Year's Approved and Active Land Application Sites</td> </tr> <tr> <td style="width: 50%;">2.1.1 How many acres did you have?</td> <td style="width: 50%;">2.1.2 How many acres did you use?</td> </tr> <tr> <td style="text-align: center;">717 acres</td> <td style="text-align: center;">182 acres</td> </tr> </table> <p>2.2 If you did not have enough acres for your land application needs, what action was taken?</p> <div style="border: 1px solid black; height: 20px; width: 400px; margin-top: 5px;"></div>	Last Year's Approved and Active Land Application Sites		2.1.1 How many acres did you have?	2.1.2 How many acres did you use?	717 acres	182 acres	
Last Year's Approved and Active Land Application Sites								
2.1.1 How many acres did you have?	2.1.2 How many acres did you use?							
717 acres	182 acres							
	<p>2.3 Did you overapply nitrogen on any of your approved land application sites you used last year?</p> <p> <input type="radio"/> Yes(30 points) <input checked="" type="radio"/> No </p>	0						
	<p>2.4 Have all the sites you used last year for land application been soil tested in the previous 4 years?</p> <p> <input checked="" type="radio"/> Yes <input type="radio"/> No (10 points) <input type="radio"/> N/A </p>	0						
3.	<p>Biosolids Metals</p> <p>Number of biosolids outfalls in your WPDES permit = 1</p> <p>3.1 For each outfall tested, verify the biosolids metal quality values for your facility during the last calendar year</p>							
BIOSOLIDS METALS CHARACTERISTICS								
Outfall:004 - Liquid Sludge								

COMPLIANCE MAINTENANCE ANNUAL REPORT

Facility Name: Burlington Water Pollution Control

**Last Updated:
5/2/2013**

Reporting Year: 2012

Biosolids Quality and Management (Continued)

Parameter	80% of Limit	H.Q. Limit	Ceiling Limit	mg/kg on a dry weight basis												Times Exceeded				
				Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	80% Value	High Quality	Ceiling		
arsenic		41	75		5.1		2.4					6.3		4.8				0	0	0
cadmium		39	85		1.8		1.2					1.5		1.6				0	0	0
copper		1500	4300		920		810					950		980				0	0	0
lead		300	840		46		40					48		48				0	0	0
mercury		17	57		.4		.39					.32		6.5				0	0	0
molybdenum	60		75		27		19					22		23				0		0
nickel	336		420		41		31					32		46				0		0
selenium	80		100		4		6.8					6.9		5.8				0		0
zinc		2800	7500		1300		950					1000		1000				0	0	0

3.1.1 Number of times any of the metals exceeded the high quality limits OR 80% of the limit for molybdenum, nickel or selenium = 0

0

Exceedance Points		
<input checked="" type="radio"/>	0	0 Points
<input type="radio"/>	1-2	10 Points
<input type="radio"/>	> 2	15 Points

3.1.2 If you exceeded the high quality limits, did you cumulatively track the metals loadings at each land application site? (check applicable box)

0

- Yes
- No (10 points)
- NA. Did not exceed limits or no HQ limit applies (0 points)
- NA. Did not land apply biosolids until limit was met(0 points)

3.1.3 Number of times any of the metals exceeded the ceiling limits = 0

0

Exceedance Points		
<input checked="" type="radio"/>	0	0 Points
<input type="radio"/>	1	10 Points
<input type="radio"/>	> 1	15 Points

3.1.4 Were biosolids land applied which exceeded the ceiling limit?

0

- Yes(20 points)
- No (0 points)

3.1.5 If any metal limit (high quality or ceiling) was exceeded at any time, what action was taken? Has the source of the metals been identified?

COMPLIANCE MAINTENANCE ANNUAL REPORT

Facility Name: Burlington Water Pollution Control

**Last Updated:
5/2/2013**

Reporting Year: 2012

Biosolids Quality and Management (Continued)

	N/A																	
4.	Pathogen Control(per outfall):																	
	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr><td style="width: 45%;">Outfall Number:</td><td>004</td></tr> <tr><td>Biosolids Class:</td><td>B</td></tr> <tr><td>Bacteria Type and Limit</td><td>F</td></tr> <tr><td>Sample Dates:</td><td>1/1/2012 12:00:00 AM - 3/31/2012 12:00:00 AM</td></tr> <tr><td>Density:</td><td>21442</td></tr> <tr><td>Sample Concentrator Amount:</td><td>CFU/G TS</td></tr> <tr><td>Process:</td><td></td></tr> <tr><td>Process Description:</td><td></td></tr> </table>		Outfall Number:	004	Biosolids Class:	B	Bacteria Type and Limit	F	Sample Dates:	1/1/2012 12:00:00 AM - 3/31/2012 12:00:00 AM	Density:	21442	Sample Concentrator Amount:	CFU/G TS	Process:		Process Description:	
Outfall Number:	004																	
Biosolids Class:	B																	
Bacteria Type and Limit	F																	
Sample Dates:	1/1/2012 12:00:00 AM - 3/31/2012 12:00:00 AM																	
Density:	21442																	
Sample Concentrator Amount:	CFU/G TS																	
Process:																		
Process Description:																		
	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr><td style="width: 45%;">Outfall Number:</td><td>004</td></tr> <tr><td>Biosolids Class:</td><td>B</td></tr> <tr><td>Bacteria Type and Limit</td><td>F</td></tr> <tr><td>Sample Dates:</td><td>4/1/2012 12:00:00 AM - 6/30/2012 12:00:00 AM</td></tr> <tr><td>Density:</td><td>23048</td></tr> <tr><td>Sample Concentrator Amount:</td><td>CFU/G TS</td></tr> <tr><td>Process:</td><td></td></tr> <tr><td>Process Description:</td><td></td></tr> </table>		Outfall Number:	004	Biosolids Class:	B	Bacteria Type and Limit	F	Sample Dates:	4/1/2012 12:00:00 AM - 6/30/2012 12:00:00 AM	Density:	23048	Sample Concentrator Amount:	CFU/G TS	Process:		Process Description:	
Outfall Number:	004																	
Biosolids Class:	B																	
Bacteria Type and Limit	F																	
Sample Dates:	4/1/2012 12:00:00 AM - 6/30/2012 12:00:00 AM																	
Density:	23048																	
Sample Concentrator Amount:	CFU/G TS																	
Process:																		
Process Description:																		
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Outfall Number:	004																	
Biosolids Class:	B																	
Bacteria Type and Limit	F																	
Sample Dates:	7/1/2012 12:00:00 AM - 9/30/2012 12:00:00 AM																	
Density:	3993																	
Sample Concentrator Amount:	CFU/G TS																	
Process:																		
Process Description:																		

COMPLIANCE MAINTENANCE ANNUAL REPORT

Facility Name: Burlington Water Pollution Control

**Last Updated:
5/2/2013**

Reporting Year: 2012

Biosolids Quality and Management (Continued)

Outfall Number:	004		
Biosolids Class:	B		
Bacteria Type and Limit	F		
Sample Dates:	10/1/2012 12:00:00 AM - 12/31/2012 12:00:00 AM		
Density:	2302		
Sample Concentrator Amount:	CFU/G TS		
Process:			
Process Description:			

4.1 If exceeded Class B limit or did not meet the process criteria at the time of land application(40 Points)

4.1.1 Was the limit exceeded or the process criteria not met at any time?

- Yes
 No

If yes, what action was taken?

5. Vector Attraction Reduction(per outfall):0

Outfall Number:	004
Method Date:	3/31/2012 12:00:00 AM
Option Used To Satisfy Requirement:	INJ
Limit (if applicable):	
Results (if applicable):	

Outfall Number:	004
Method Date:	6/30/2012 12:00:00 AM
Option Used To Satisfy Requirement:	INJ
Limit (if applicable):	
Results (if applicable):	

Outfall Number:	004
Method Date:	9/30/2012 12:00:00 AM
Option Used To Satisfy Requirement:	INJ

COMPLIANCE MAINTENANCE ANNUAL REPORT

Facility Name: Burlington Water Pollution Control

**Last Updated:
5/2/2013**

Reporting Year: 2012

Biosolids Quality and Management (Continued)

	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 40%;">Limit (if applicable):</td> <td></td> </tr> <tr> <td>Results (if applicable):</td> <td></td> </tr> <tr> <td> </td> <td> </td> </tr> <tr> <td>Outfall Number:</td> <td>004</td> </tr> <tr> <td>Method Date:</td> <td>12/31/2012 12:00:00 AM</td> </tr> <tr> <td>Option Used To Satisfy Requirement:</td> <td>INJ</td> </tr> <tr> <td>Limit (if applicable):</td> <td></td> </tr> <tr> <td>Results (if applicable):</td> <td></td> </tr> </table>	Limit (if applicable):		Results (if applicable):				Outfall Number:	004	Method Date:	12/31/2012 12:00:00 AM	Option Used To Satisfy Requirement:	INJ	Limit (if applicable):		Results (if applicable):			
Limit (if applicable):																			
Results (if applicable):																			
Outfall Number:	004																		
Method Date:	12/31/2012 12:00:00 AM																		
Option Used To Satisfy Requirement:	INJ																		
Limit (if applicable):																			
Results (if applicable):																			
	<p>5.1 If the limit or criteria was exceeded at the time of land application, 40 point</p> <p>5.1.1 Was the limit exceeded or the process criteria not met at any time?</p> <p style="margin-left: 20px;"> <input type="radio"/> Yes <input checked="" type="radio"/> No </p> <p>If yes, what action was taken?</p> <div style="border: 1px solid black; height: 20px; width: 400px; margin-top: 5px;"></div>		0																
6	Biosolids Storage:0																		
	<p>6.1 How many days of actual, current biosolids storage capacity did your wastewater treatment facility have either on-site or off-site?</p> <p style="margin-left: 20px;"> <input checked="" type="radio"/> >+ 180 days (0 points) <input type="radio"/> 150 - 179 days (10 points) <input type="radio"/> 120 - 149 days (20 points) <input type="radio"/> 90 - 119 days (30 points) <input type="radio"/> < 90 days (40 points) <input type="radio"/> Not Applicable (0 points) </p>		0																
	<p>6.2 If you check Not Applicable above, explain why.</p> <div style="border: 1px solid black; height: 20px; width: 400px; margin-top: 5px;"></div>																		
7	Issues:																		
	<p>7.1 Describe any outstanding biosolids issues with treatment, use or overall mgt?</p> <div style="border: 1px solid black; height: 20px; width: 400px; margin-top: 5px;"></div>																		

Total Points Generated	0
Score (100 - Total Points Generated)	100
Section Grade	A

COMPLIANCE MAINTENANCE ANNUAL REPORT

Facility Name: Burlington Water Pollution Control

**Last Updated:
5/1/2013**

Reporting Year: 2012

Staffing and Preventative Maintenance (All Treatment Plants)

	Questions	Points
1.	Was your wastewater treatment plant adequately staffed last year? <input checked="" type="radio"/> Yes <input type="radio"/> No If No, please describe: <div style="border: 1px solid black; height: 20px; width: 60%; margin: 5px 0;"></div> Could use more help/staff for: <div style="border: 1px solid black; height: 20px; width: 60%; margin: 5px 0;"></div>	
2.	Did your wastewater staff have adequate time to properly operate and maintain the plant and fulfill all wastewater management tasks including recordkeeping? <input checked="" type="radio"/> Yes <input type="radio"/> No. Explain <div style="border: 1px solid black; height: 20px; width: 60%; margin: 5px 0;"></div>	
3.	Did your plant have a <u>documented AND implemented</u> plan for preventative maintenance on major equipment items? <input checked="" type="radio"/> Yes (Continue with questions below) <input type="radio"/> No (40 points and go to question 6) If No, explain: <div style="border: 1px solid black; height: 20px; width: 60%; margin: 5px 0;"></div>	0
4.	Did this preventative maintenance program depict frequency of intervals, types of lubrication, and other tasks necessary for each piece of equipment? <input checked="" type="radio"/> Yes <input type="radio"/> No (10 points)	0
5.	Were these preventative maintenance tasks, as well as major equipment repairs, recorded and filed so future maintenance problems can be assessed properly? <input checked="" type="radio"/> Yes <input type="radio"/> (Paper file system) <input type="radio"/> (Computer program) <input checked="" type="radio"/> (Both Paper and Computer) <input type="radio"/> No (10 points)	0
6.	Did your plant have a detailed O&M Manual that was used as a reference when needed? <input checked="" type="radio"/> Yes <input type="radio"/> No	
7.	Rate the overall maintenance of your wastewater plant. <input checked="" type="radio"/> Excellent	

COMPLIANCE MAINTENANCE ANNUAL REPORT

Facility Name: Burlington Water Pollution Control

**Last Updated:
5/1/2013**

Reporting Year: 2012

Staffing and Preventative Maintenance (All Treatment Plants) (Continued)

	<p> <input type="radio"/> Very Good <input type="radio"/> Good <input type="radio"/> Fair <input type="radio"/> Poor </p> <p>Describe your rating:</p> <div style="border: 1px solid black; padding: 5px; margin-top: 5px;"> Preventative maintainance of equipment is scheduled by weekly distribution of work orders. All work orders are tracked and recorded for completion. </div>	
--	--	--

Total Points Generated	0
Score (100 - Total Points Generated)	100
Section Grade	A

COMPLIANCE MAINTENANCE ANNUAL REPORT

Facility Name: Burlington Water Pollution Control

**Last Updated:
5/28/2013**

Reporting Year: 2012

Operator Certification and Education

	Questions	Points
1	<p>Did you have a designated operator-in-charge during the report year?</p> <p> <input checked="" type="radio"/> Yes (0 point) <input type="radio"/> No (20 points) </p> <p>Name: <input style="width: 500px;" type="text" value="CONNIE R WILSON"/></p> <p>Certification No: <input style="width: 500px;" type="text" value="01392"/></p>	0
2	<p>In accordance with Chapter NR 114.08 and 114.09, Wisconsin Administrative Code, what grade and subclass(es) were required for the operator-in-charge to operate the wastewater treatment plant and what grade and subclass(es) were held by the operator-in-charge?</p> <p>Required: <input style="width: 500px;" type="text" value="4 - ABCEFGIJ; A - PRIMARY SETTLING; B - TRICKLING FILTER/RBC; C - ACTIVATED SLUDGE; E - DISINFECTION; F - ANAEROBIC DIGESTION; G - MECHANICAL SLUDGE; I - PHOSPHORUS REMOVAL; J - LABORATORY"/></p> <p>Held: <input style="width: 500px;" type="text" value="4 - ABCDEFGHIJ; T - KL; 4 - A=PRIMARY SETTLING GRADE 4; B=TRICKLING FILTER/RBC GRADE 4; C=ACTIVATED SLUDGE GRADE 4; D=PONDS/AERATED LAGOONS GRADE 4; E=DISINFECTION GRADE 4; F=ANAEROBIC DIGESTION GRADE 4; G=MECHANICAL SLUDGE GRADE 4; H=FILTRATION GRADE 4; I=PHOSPHORUS REMOVAL GRADE 4; J=LABORATORY GRADE 4; T - K=SPECIAL K GRADE T; L=ELECTROPLATING/METAL FINISHING GRADE T"/></p>	
3	<p>Was the operator-in-charge certified at the appropriate level to operate this plant?</p> <p> <input checked="" type="radio"/> Yes (0 point) <input type="radio"/> No (20 points) </p>	0
4	<p>In the event of the loss of your designated operator-in-charge, did you have a contingency plan to ensure the continued proper operation & maintenance of the plant that includes one or more of the following options (check all that apply):</p> <p>4.1 <input checked="" type="checkbox"/> one or more additional certified operators on staff</p> <p>4.2 <input type="checkbox"/> an arrangement with another certified operator</p> <p>4.3 <input type="checkbox"/> an arrangement with another community with a certified operator</p> <p>4.4 <input type="checkbox"/> an operator on staff who has an operator-in-training certificate for your plant and is expected be certified within one year</p> <p>4.5 <input checked="" type="checkbox"/> a consultant to serve as your certified operator</p> <p>4.6 <input type="checkbox"/> None of the above (20 points)</p>	0

COMPLIANCE MAINTENANCE ANNUAL REPORT

Facility Name: Burlington Water Pollution Control

**Last Updated:
5/28/2013**

Reporting Year: 2012

Operator Certification and Education (Continued)

	Explain:	
5	If you had a designated operator-in-charge, was the operator-in-charge earning continuing education credits at the following rates?	
	<p>Grades T, 1, and 2:</p> <ul style="list-style-type: none"> <input checked="" type="radio"/> Averaging 6 or more CEUs per year <input type="radio"/> Averaging less than 6 CEUs per year <p>Grades 3 and 4:</p> <ul style="list-style-type: none"> <input checked="" type="radio"/> Averaging 8 or more CEUs per year <input type="radio"/> Averaging less than 8 CEUs per year <p>Not applicable:</p> <ul style="list-style-type: none"> <input type="radio"/> See Question 1. 	

Total Points Generated	0
Score (100 - Total Points Generated)	100
Section Grade	A

COMPLIANCE MAINTENANCE ANNUAL REPORT

Facility Name: Burlington Water Pollution Control

**Last Updated:
5/28/2013**

Reporting Year: 2012

Financial Management

	Questions	Points									
1	Person Providing This Financial Information <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 30%;">Name:</td> <td>Steve DeQuaker</td> </tr> <tr> <td>Telephone:</td> <td>(262) 342-1170</td> </tr> <tr> <td>E-Mail Address(optional):</td> <td>sdequaker@burlington-wi.gov</td> </tr> </table>	Name:	Steve DeQuaker	Telephone:	(262) 342-1170	E-Mail Address(optional):	sdequaker@burlington-wi.gov				
Name:	Steve DeQuaker										
Telephone:	(262) 342-1170										
E-Mail Address(optional):	sdequaker@burlington-wi.gov										
2	Are User Charge or other Revenues sufficient to cover O&M Expenses for your wastewater treatment plant AND/OR collection system ? <input checked="" type="radio"/> Yes (0 points) <input type="radio"/> No (40 points) If No, please explain: <div style="border: 1px solid black; height: 20px; width: 100%; margin-top: 5px;"></div>	0									
3	When was the User Charge System or other revenue source(s) last reviewed and/or revised? Year: 2012 <input checked="" type="radio"/> 0-2 years ago (0 points) <input type="radio"/> 3 or more years ago (20 points) <input type="radio"/> Not Applicable (Private Facility)	0									
4	Did you have a special account (e.g., CWFPP required segregated Replacement Fund, etc.) or financial resources available for repairing or replacing equipment for your wastewater treatment plant and/or collection system? <input checked="" type="radio"/> Yes <input type="radio"/> No (40 points)	0									
REPLACEMENT FUNDS(PUBLIC MUNICIPAL FACILITIES SHALL COMPLETE QUESTION 5)											
5	Equipment Replacement Funds										
	5.1 When was the Equipment Replacement Fund last reviewed and/or revised? Year: 2012 <input checked="" type="radio"/> 1-2 years ago (0 points) <input type="radio"/> 3 or more years ago (20 points) <input type="radio"/> Not Applicable Explain: <div style="border: 1px solid black; height: 20px; width: 100%; margin-top: 5px;"></div>	0									
	5.2 What amount is in your Replacement Fund? <div style="text-align: center;">Equipment Replacement Fund Activity</div> <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 60%;">5.2.1 Ending Balance Reported on Last Year's CMAR:</td> <td style="width: 20%;"></td> <td style="width: 20%; text-align: right;">\$786631.10</td> </tr> <tr> <td>5.2.2 Adjustments if necessary (e.g., earned interest, audit correction, withdrawal of excess funds, increase making up previous shortfall, etc.)</td> <td style="text-align: center;">+</td> <td style="text-align: right;">\$0.00</td> </tr> <tr> <td>5.2.3 Adjusted January 1st Beginning Balance</td> <td></td> <td style="text-align: right;">\$786,631.10</td> </tr> </table>	5.2.1 Ending Balance Reported on Last Year's CMAR:		\$786631.10	5.2.2 Adjustments if necessary (e.g., earned interest, audit correction, withdrawal of excess funds, increase making up previous shortfall, etc.)	+	\$0.00	5.2.3 Adjusted January 1st Beginning Balance		\$786,631.10	
5.2.1 Ending Balance Reported on Last Year's CMAR:		\$786631.10									
5.2.2 Adjustments if necessary (e.g., earned interest, audit correction, withdrawal of excess funds, increase making up previous shortfall, etc.)	+	\$0.00									
5.2.3 Adjusted January 1st Beginning Balance		\$786,631.10									

COMPLIANCE MAINTENANCE ANNUAL REPORT

Facility Name: Burlington Water Pollution Control

**Last Updated:
5/28/2013**

Reporting Year: 2012

Financial Management (Continued)

	<p>5.2.4 Additions to Fund (e.g., portion of User Fee, earned interest, etc.) + \$0.00</p> <p>5.2.5 Subtractions from Fund (e.g., equipment replacement, major repairs - use description box 5.2.5.1 below*) - \$44,908.03</p> <p>5.2.6 Ending Balance as of December 31st for CMAR Reporting Year \$741,723.07</p> <p>(All Sources: This ending balance should include all Equipment Replacement Funds whether held in a bank account(s), certificate(s) of deposit, etc.)</p> <p>*5.2.5.1. Indicate adjustments, equipment purchases and/or major repairs from 5.2.5 above</p> <div style="border: 1px solid black; padding: 5px; margin: 5px 0;"> Thickened sludge pump replaced; Replaced gear box on grit washer; Heat exchanger pump replaced; Upgraded controls at Springbrook Lift Station; Replaced impellers at HWY 11 Lift Station. </div>										
	<p>5.3 What amount <u>should</u> be in your replacement fund? \$192,000.00</p> <p>(If you had a CWFP loan, this amount was originally based on the Financial Assistance Agreement (FAA) and should be regularly updated as needed. Further calculation instructions and an example can be found by clicking the HELP option button.)</p>										
	<p>5.3.1 Is the Dec. 31 Ending Balance in your Replacement Fund above (#5.2.6) equal to or greater than the amount that should be in it(#5.3)?</p> <p><input checked="" type="radio"/> Yes</p> <p><input type="radio"/> No Explain:</p> <div style="border: 1px solid black; height: 20px; width: 100%; margin-top: 5px;"></div>										
6	Future Planning										
	<p>6.1 During the next ten years, will you be involved in formal planning for upgrading, rehabilitating or new construction of your treatment facility or collection system?</p> <p><input checked="" type="radio"/> Yes (If yes, please provide major project information, if not already listed below)</p> <p><input type="radio"/> No</p> <table border="1" style="width: 100%; border-collapse: collapse; margin-top: 10px;"> <thead> <tr> <th style="width: 60%;">Project Description</th> <th style="width: 20%;">Estimated Cost</th> <th style="width: 20%;">Approximate Construction Year</th> </tr> </thead> <tbody> <tr> <td>Phase 1 construction design.</td> <td style="text-align: right;">\$3200000</td> <td style="text-align: center;">2008</td> </tr> <tr> <td>Phase 2 construction & design</td> <td style="text-align: right;">\$9000000</td> <td style="text-align: center;">2012</td> </tr> </tbody> </table>	Project Description	Estimated Cost	Approximate Construction Year	Phase 1 construction design.	\$3200000	2008	Phase 2 construction & design	\$9000000	2012	
Project Description	Estimated Cost	Approximate Construction Year									
Phase 1 construction design.	\$3200000	2008									
Phase 2 construction & design	\$9000000	2012									
7	Financial Management General Comments:										
	<div style="border: 1px solid black; padding: 5px; margin: 5px 0;"> Phase 2 upgrade is currently underway. </div>										

COMPLIANCE MAINTENANCE ANNUAL REPORT

Facility Name: Burlington Water Pollution Control

Last Updated:
5/28/2013

Reporting Year: 2012

Financial Management (Continued)

Total Points Generated	0
Score (100 - Total Points Generated)	100
Section Grade	A

COMPLIANCE MAINTENANCE ANNUAL REPORT

Facility Name: Burlington Water Pollution Control

**Last Updated:
5/28/2013**

Reporting Year: 2012

Sanitary Sewer Collection Systems

	Questions	Points
1	<p>Do you have a Capacity, Management, Operation & Maintenance (CMOM) requirement in your WPDES permit?</p> <p style="margin-left: 40px;"> <input type="radio"/> Yes <input checked="" type="radio"/> No </p>	
2	<p>Did you have a <u>documented</u> (written records/files, computer files, video tapes, etc.) sanitary sewer collection system operation & maintenance or CMOM program last calendar year?</p> <p style="margin-left: 40px;"> <input checked="" type="radio"/> Yes (go to question 3) <input type="radio"/> No (30 points) (go to question 4) </p>	0
3	<p>Check the elements listed below that are included in your Operation and Maintenance (O&M) or CMOM program.:</p> <ul style="list-style-type: none"> <input type="checkbox"/> Goals: Describe the specific goals you have for your collection system: <input checked="" type="checkbox"/> Organization: Do you have the following written organizational elements (check only those that you have): <ul style="list-style-type: none"> <input type="checkbox"/> Ownership and governing body description <input type="checkbox"/> Organizational chart <input checked="" type="checkbox"/> Personnel and position descriptions <input type="checkbox"/> Internal communication procedures <input type="checkbox"/> Public information and education program <input checked="" type="checkbox"/> Legal Authority: Do you have the legal authority for the following (check only those that apply): <ul style="list-style-type: none"> <input checked="" type="checkbox"/> Sewer use ordinance Last Revised MM/DD/YYYY 9/15/1998 <input type="checkbox"/> Pretreatment/Industrial control Programs <input checked="" type="checkbox"/> Fat, Oil and Grease control <input checked="" type="checkbox"/> Illicit discharges (commercial, industrial) <input checked="" type="checkbox"/> Private property clear water (sump pumps, roof or foundation drains, etc) <input type="checkbox"/> Private lateral inspections/repairs <input type="checkbox"/> Service and management agreements <input type="checkbox"/> Maintenance Activities: details in Question 4 <input checked="" type="checkbox"/> Design and Performance Provisions: How do you ensure that your sewer system is designed and constructed properly? <ul style="list-style-type: none"> <input checked="" type="checkbox"/> State plumbing code <input checked="" type="checkbox"/> DNR NR 110 standards <input checked="" type="checkbox"/> Local municipal code requirements <input checked="" type="checkbox"/> Construction, inspection and testing <input type="checkbox"/> Others: 	

COMPLIANCE MAINTENANCE ANNUAL REPORT

Facility Name: Burlington Water Pollution Control

**Last Updated:
5/28/2013**

Reporting Year: 2012

Sanitary Sewer Collection Systems (Continued)

	<p><input checked="" type="checkbox"/> Overflow Emergency Response Plan: Does your emergency response capability include (check only those that you have):</p> <ul style="list-style-type: none"> <input checked="" type="checkbox"/> Alarm system and routine testing <input checked="" type="checkbox"/> Emergency equipment <input checked="" type="checkbox"/> Emergency procedures <input checked="" type="checkbox"/> Communications/Notifications (DNR, Internal, Public, Media etc) <p><input checked="" type="checkbox"/> Capacity Assurance: How well do you know your sewer system? Do you have the following?</p> <ul style="list-style-type: none"> <input checked="" type="checkbox"/> Current and up-to-date sewer map <input checked="" type="checkbox"/> Sewer system plans and specifications <input checked="" type="checkbox"/> Manhole location map <input checked="" type="checkbox"/> Lift station pump and wet well capacity information <input checked="" type="checkbox"/> Lift station O&M manuals <p>Within your sewer system have you identified the following?</p> <ul style="list-style-type: none"> <input checked="" type="checkbox"/> Areas with flat sewers <input checked="" type="checkbox"/> Areas with surcharging <input checked="" type="checkbox"/> Areas with bottlenecks or constrictions <input checked="" type="checkbox"/> Areas with chronic basement backups or SSO's <input checked="" type="checkbox"/> Areas with excess debris, solids or grease accumulation <input checked="" type="checkbox"/> Areas with heavy root growth <input checked="" type="checkbox"/> Areas with excessive infiltration/inflow (I/I) <input checked="" type="checkbox"/> Sewers with severe defects that affect flow capacity <input checked="" type="checkbox"/> Adequacy of capacity for new connections <input checked="" type="checkbox"/> Lift station capacity and/or pumping problems <p><input type="checkbox"/> Annual Self-Auditing of your O&M/CMOM Program to ensure above components are being implemented, evaluated, and re-prioritized as needed.</p> <p><input checked="" type="checkbox"/> Special Studies Last Year (check only if applicable):</p> <ul style="list-style-type: none"> <input type="checkbox"/> Infiltration/Inflow (I/I) Analysis <input type="checkbox"/> Sewer System Evaluation Survey (SSES) <input type="checkbox"/> Sewer Evaluation and Capacity Management Plan (SECAP) <input checked="" type="checkbox"/> Lift Station Evaluation Report <input type="checkbox"/> Others: 	
4.	<p>Did your sanitary sewer collection system maintenance program include the following maintenance activities? Complete all that apply and indicate the amount maintained:</p>	
	<p>Cleaning <input type="text" value="50"/> % of system/year</p> <p>Root Removal <input type="text" value="5"/> % of system/year</p> <p>Flow Monitoring <input type="text" value="100"/> % of system/year</p> <p>Smoke Testing <input type="text" value="0"/> % of system/year</p> <p>Sewer Line Televising <input type="text" value="10"/> % of system/year</p>	

COMPLIANCE MAINTENANCE ANNUAL REPORT

Facility Name: Burlington Water Pollution Control

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5/28/2013**

Reporting Year: 2012

Sanitary Sewer Collection Systems (Continued)

Manhole Inspections	<input style="width: 50px;" type="text" value="30"/>	% of system/year
Lift Station O&M	<input style="width: 50px;" type="text" value="52"/>	# per L.S./year
Manhole Rehabilitation	<input style="width: 50px;" type="text" value="2"/>	% of manholes rehabed
Mainline Rehabilitation	<input style="width: 50px;" type="text" value="2"/>	% of sewer lines rehabed
Private Sewer Inspections	<input style="width: 50px;" type="text" value="0"/>	% of system/year
Private Sewer I/I Removal	<input style="width: 50px;" type="text" value="0"/>	% of private services
Please include additional comments about your sanitary sewer collection system below:		
<div style="border: 1px solid black; height: 20px; width: 100%;"></div>		

5. Provide the following collection system and flow information for the past year:

<input style="width: 80px;" type="text" value="26.318"/>	Total Actual Amount of Precipitation Last Year
<input style="width: 80px;" type="text" value="33.83"/>	Annual Average Precipitation (for your location)
<input style="width: 80px;" type="text" value="51"/>	Miles of Sanitary Sewer
<input style="width: 80px;" type="text" value="7"/>	Number of Lift Stations
<input style="width: 80px;" type="text" value="0"/>	Number of Lift Station Failure
<input style="width: 80px;" type="text" value="0"/>	Number of Sewer Pipe Failures
<input style="width: 80px;" type="text" value="2"/>	Number of Basement Backup Occurrences
<input style="width: 80px;" type="text" value="28"/>	Number of Complaints
<input style="width: 80px;" type="text" value="2.4"/>	Average Daily Flow in MGD
<input style="width: 80px;" type="text" value="3.2"/>	Peak Monthly Flow in MGD(if available)

COMPLIANCE MAINTENANCE ANNUAL REPORT

Facility Name: Burlington Water Pollution Control

**Last Updated:
5/28/2013**

Reporting Year: 2012

Sanitary Sewer Collection Systems (Continued)

	<p>NUMBER OF SANITARY SEWER OVERFLOWS (SSO) REPORTED (10 POINTS PER OCCURRENCE)</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 15%;">Date</th> <th style="width: 40%;">Location</th> <th style="width: 25%;">Cause</th> <th style="width: 20%;">Estimated Volume (MG)</th> </tr> </thead> <tbody> <tr> <td colspan="4" style="text-align: center;">NONE REPORTED</td> </tr> </tbody> </table> <p>Were there SSOs that occurred last year that are not listed above?</p> <p style="margin-left: 20px;"> <input type="radio"/> Yes <input checked="" type="radio"/> No </p> <p>If Yes, list the SSOs that occurred:</p> <div style="border: 1px solid black; height: 20px; width: 60%; margin-left: 20px;"></div>	Date	Location	Cause	Estimated Volume (MG)	NONE REPORTED				0
Date	Location	Cause	Estimated Volume (MG)							
NONE REPORTED										
	<p>PERFORMANCE INDICATORS</p> <p><input style="width: 50px;" type="text" value="0.00"/> Lift Station Failures(failures/ps/year)</p> <p><input style="width: 50px;" type="text" value="0.00"/> Sewer Pipe Failures(pipe failures/sewer mile/yr)</p> <p><input style="width: 50px;" type="text" value="0.00"/> Sanitary Sewer Overflows (number/sewer mile/yr)</p> <p><input style="width: 50px;" type="text" value="0.04"/> Basement Backups(number/sewer mile)</p> <p><input style="width: 50px;" type="text" value="0.55"/> Complaints (number/sewer mile)</p> <p><input style="width: 50px;" type="text" value="1.3"/> Peaking Factor Ratio (Peak Monthly:Annual Daily Average)</p> <p><input style="width: 50px;" type="text" value="0.0"/> Peaking Factor Ratio(Peak Hourly:Annual daily Average)</p>									
6	<p>Was infiltration/inflow(I/I) significant in your community last year?</p> <p style="margin-left: 20px;"> <input type="radio"/> Yes <input checked="" type="radio"/> No </p> <p>If Yes, please describe:</p> <div style="border: 1px solid black; height: 20px; width: 60%; margin-left: 20px;"></div>									
7	<p>Has infiltration/inflow and resultant high flows affected performance or created problems in your collection system, lift stations, or treatment plant at any time in the past year?</p> <p style="margin-left: 20px;"> <input type="radio"/> Yes <input checked="" type="radio"/> No </p> <p>If Yes, please describe:</p> <div style="border: 1px solid black; height: 20px; width: 60%; margin-left: 20px;"></div>									
8	<p>Explain any infiltration/inflow(I/I) changes this year from previous years?</p>									

COMPLIANCE MAINTENANCE ANNUAL REPORT

Facility Name: Burlington Water Pollution Control

**Last Updated:
5/28/2013**

Reporting Year: 2012

Sanitary Sewer Collection Systems (Continued)

	N/A	
9.	What is being done to address infiltration/inflow in your collection system?	
	Sewers are televised each year and spot repairs are performed as needed.	

Total Points Generated	0
Score (100 - Total Points Generated)	100
Section Grade	A

COMPLIANCE MAINTENANCE ANNUAL REPORT

Facility Name: Burlington Water Pollution Control

Last Updated:

Reporting Year: 2012

WPDES No.0022926

GRADING SUMMARY				
SECTION	LETTER GRADE	GRADE POINTS	WEIGHTING FACTORS	SECTION POINTS
Influent Loadings	A	4.0	3	12
Effluent Quality BOD	A	4.0	10	40
Effluent Quality TSS	A	4.0	5	20
Effluent Quality Ammonia	A	4.0	5	20
Effluent Quality P	A	4.0	3	12
Biosolids Mgt.	A	4.0	5	20
Prev. Maintenance Staffing	A	4.0	1	4
Operator Certification	A	4.0	1	4
Financial Management	A	4.0	1	4
Collection Systems	A	4.0	3	12
TOTALS			37	148
GRADE POINT AVERAGE(GPA)=4.00		4.00		

Notes:

- A = Voluntary Range
- B = Voluntary Range
- C = Recommendation Range (Response Required)
- D = Action Range (Response Required)
- F = Action Range (Response Required)

COMPLIANCE MAINTENANCE ANNUAL REPORT

Facility Name: Burlington Water Pollution Control

Last Updated:

Reporting Year: 2012

Resolution or Owner's Statement

NAME OF GOVERNING BODY OR OWNER	DATE OF RESOLUTION OR ACTION TAKEN
Burlington City Council	06/18/2013
RESOLUTION NUMBER	
ACTIONS SET FORTH BY THE GOVERNING BODY OR OWNER RELATING TO SPECIFIC CMAR SECTIONS (Optional for grade A or B; required for grade C, D, or F)	
Influent Flow and Loadings: Grade=A	
Effluent Quality: BOD: Grade=A	
Effluent Quality: TSS: Grade=A	
Effluent Quality: Ammonia: Grade=A	
Effluent Quality: Phosphorus: Grade=A	
Biosolids Quality and Management: Grade=A	
Staffing: Grade=A	
Operator Certification: Grade=A	
Financial Management: Grade=A	
Collection Systems: Grade=A	
ACTIONS SET FORTH BY THE GOVERNING BODY OR OWNER RELATING TO THE OVERALL GRADE POINT AVERAGE AND ANY GENERAL COMMENTS (Optional for G.P.A. greater than or equal to 3.00, required for G.P.A. less than 3.00) G.P.A. = 4.00	





CITY OF BURLINGTON

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

Committee of the Whole Item Number: 4	Date: June 18, 2012
Submitted By: Kevin Lahner, City Administrator, Steve DeQuaker, City Treasurer	Subject: Resolution 4619(9) to consider a resolution authorizing the issuance and establishing parameters for the sale of \$6,305,000 General Obligation Refunding Bonds, Series 2013A.

Details:

In 2010, the City of Burlington authorized the sale of \$6.4 Million in General Obligation Bonds. These bonds were part of the American Reinvestment and Recovery Act (ARRA) and Build America Bonds (BAB) Programs. The Internal Revenue Service (IRS) committed to reimburse 35% of the interest paid on the debt service of these types of bonds in an effort to open investments into the municipal bond market and try to restart the economy.

The City's bond documents drafted by Quarles & Brady and Ehlers, Inc. included an "Extraordinary Provision" to call the bonds (pay off or refund the bonds) early should the reimbursement of the interest from the IRS ever drop below the 35% level.

March 2013 saw the Federal Government enact sequestration legislation that did reduce the bond interest reimbursement from the IRS by 8.7%. This gives the City the option to call the bonds.

These required documents authorize the refunding of the remaining principal on those bonds.

Options & Alternatives: The Common Council could continue pay the debt service and not refund on the 6.4M GO BAB

Financial Remarks: The potential savings of moving forward with the refunding bond issue at this time are estimated at \$375,000 over the life of the bonds. This is net of any future BAB rebates the City would have realized. Debt payments on the \$6.305 million loan would be added to our debt-service tax levy. The amount of annual payments can be modified to limit the short-term impacts to the City's total tax levy.

Executive Action:

This item is for discussion at the June 18, 2013 Committee of the Whole meeting and is scheduled for the Common Council meeting for consideration the same night.

**RESOLUTION AUTHORIZING THE ISSUANCE AND ESTABLISHING PARAMETERS FOR
THE SALE OF NOT TO EXCEED
\$6,305,000 GENERAL OBLIGATION REFUNDING BONDS, SERIES 2013A**

WHEREAS, the Common Council of the City of Burlington, Racine and Walworth Counties, Wisconsin (the "City") heretofore issued its Taxable General Obligation Corporate Purpose Bonds, Series 2010A (Build America Bonds - Direct Payment), dated May 12, 2010 (the "Refunded Obligations") and irrevocably designated such issue to be qualified "Build America Bonds" within the meaning of Subsection 54AA(g) of the Internal Revenue Code of 1986, as amended (the "Code") and the regulations promulgated thereunder by the U.S. Department of Treasury (the "Regulations") so that the City is eligible to claim refundable credits with respect to each interest payment on the Refunded Obligations, payable to the City by the Secretary of the United States Department of the Treasury ("Treasury");

WHEREAS, the cash subsidy payment received by the City from the Treasury with respect to the May 1, 2013, interest payment on the Refunded Obligations was reduced by approximately 8.7%, pursuant to the requirements of the Balanced Budget and Emergency Deficit Control Act of 1985, as amended, from the amount the City had requested on a timely submitted Form 8038-CP, as evidenced by the letter attached hereto as Exhibit A and incorporated herein by this reference; and

WHEREAS, the Refunded Obligations are subject to redemption prior to maturity, in whole or in part, at the option of the City, on any day, at a redemption price equal to 100% of the principal amount redeemed plus accrued interest to the date of redemption, in the event that either (a) Section 54AA or 6431 of the Code is repealed, amended or modified in a manner which results in a reduction or elimination of the City's 35% cash subsidy payment from the Treasury or (b) the Treasury fails to make a cash subsidy payment to which the City is entitled and such failure is not caused by any action or inaction by the City;

WHEREAS, the Common Council hereby finds and determines that the Treasury's reduction in the credit payment with respect to the May 1, 2013, interest date was not due to any action or inaction by the City, and as a result, the extraordinary redemption provision referred to above was triggered, and the Refunded Obligations are eligible to be redeemed on any day;

WHEREAS, the Common Council deems it to be necessary, desirable and in the best interest of the City to refund the Refunded Obligations due to Treasury's failure to make the full cash subsidy payment provided that tax-exempt interest rates permit the City to achieve debt service cost savings as a result of the refunding;

WHEREAS, cities are authorized by the provisions of Section 67.04, Wisconsin Statutes, to borrow money and issue general obligation refunding bonds to refinance their outstanding obligations;

WHEREAS, for the reasons set forth above, it is the finding of the Common Council that it is necessary, desirable and in the best interest of the City to authorize the issuance of and to sell general obligation refunding bonds (the "Bonds") to refund the Refunded Obligations (the "Refunding");

WHEREAS, it is the finding of the Common Council that it is in the best interest of the City to direct Ehlers & Associates, Inc. ("Ehlers") to take the steps necessary for the City to offer and sell the Bonds at public sale and to obtain bids for the purchase of the Bonds; and

WHEREAS, in order to facilitate the sale of the Bonds in a timely manner, the common Council hereby finds and determines that it is necessary, desirable and in the best interest of the City to delegate to the City Administrator the authority to accept on behalf of the City the bid for the Bonds that results in the lowest true interest cost for the Bonds (the "Proposal") by executing the Approving Certificate, a form of which is attached hereto as Exhibit B and incorporated herein by this reference (the "Approving Certificate").

NOW, THEREFORE, BE IT RESOLVED by the Common Council of the City that:

Section 1. Authorization and Sale of the Bonds; Parameters. For the purpose of paying the cost of the Refunding, the City is authorized to borrow pursuant to Section 67.04, Wisconsin Statutes, the principal sum of not to exceed SIX MILLION THREE HUNDRED FIVE THOUSAND DOLLARS (\$6,305,000) upon the terms and subject to the conditions set forth in this Resolution. Subject to satisfaction of the conditions set forth in Section 16 of this Resolution, the Mayor and City Clerk are hereby authorized, empowered and directed to make, execute, issue and sell to the financial institution that submitted the Proposal (the "Purchaser") for, on behalf of and in the name of the City, Bonds aggregating the principal amount of not to exceed SIX MILLION THREE HUNDRED FIVE THOUSAND DOLLARS (\$6,305,000). The purchase price to be paid to the City for the Bonds shall not be less than 98.75% nor more than 105.00% of the principal amount of the Bonds.

Section 2. Terms of the Bonds. The Bonds shall be designated "General Obligation Refunding Bonds, Series 2013A"; shall be issued in the aggregate principal amount of up to \$6,305,000; shall be dated as of their date of issuance; shall be in the denomination of \$5,000 or any integral multiple thereof; shall be numbered R-1 and upward; and mature or be subject to mandatory redemption on May 1 in the years and in the principal amounts set forth below, provided that the principal amount of each maturity or mandatory redemption amount may be increased or decreased by up to \$75,000 per maturity or mandatory redemption amount and that the aggregate principal amount of the Bonds shall not exceed \$6,305,000. The schedule below assumes the Bonds are issued in the aggregate principal amount of \$6,305,000.

<u>Date</u>	<u>Amount</u>
05/01/2014	\$365,000
05/01/2015	520,000
05/01/2016	575,000
05/01/2017	175,000
05/01/2018	190,000
05/01/2019	200,000
05/01/2020	210,000
<u>Date</u>	<u>Amount</u>
05/01/2021	\$355,000
05/01/2022	375,000
05/01/2023	385,000
05/01/2024	390,000
05/01/2025	390,000

05/01/2026	410,000
05/01/2027	425,000
05/01/2028	435,000
05/01/2029	450,000
05/01/2030	455,000

Interest is payable semi-annually on May 1 and November 1 of each year commencing on May 1, 2014. The true interest cost on the Bonds (computed taking the Purchaser's compensation into account) will not exceed 3.00%. Interest shall be computed upon the basis of a 360-day year of twelve 30-day months and will be rounded pursuant to the rules of the Municipal Securities Rulemaking Board.

The present value debt service savings achieved by the Refunding shall be at least 2.50% of the principal refunded.

Section 3. Redemption Provisions. The Bonds shall be callable as set forth in the Approving Certificate. If the Proposal specifies that certain of the Bonds are subject to mandatory redemption, the terms of such mandatory redemption shall be set forth on an attachment to the Approving Certificate.

Section 4. Form of the Bonds. The Bonds shall be issued in registered form and shall be executed and delivered in substantially the form attached hereto as Exhibit C and incorporated herein by this reference.

Section 5. Tax Provisions.

(A) Direct Annual Irrepealable Tax Levy. For the purpose of paying the principal of and interest on the Bonds as the same becomes due, the full faith, credit and resources of the City are hereby irrevocably pledged, and there is hereby levied upon all of the taxable property of the City a direct annual irrepealable tax in the years 2013 through 2029 for the payments due in the years 2014 through 2030.

(B) Tax Collection. So long as any part of the principal of or interest on the Bonds remains unpaid, the City shall be and continue without power to repeal such levy or obstruct the collection of said tax until all such payments have been made or provided for. After the issuance of the Bonds, said tax shall be, from year to year, carried onto the tax roll of the City and collected in addition to all other taxes and in the same manner and at the same time as other taxes of the City for said years are collected, except that the amount of tax carried onto the tax roll may be reduced in any year by the amount of any surplus money in the Debt Service Fund Account created below.

(C) Additional Funds. If at any time there shall be on hand insufficient funds from the aforesaid tax levy to meet principal and/or interest payments on said Bonds when due, the requisite amounts shall be paid from other funds of the City then available, which sums shall be replaced upon the collection of the taxes herein levied.

Section 6. Segregated Debt Service Fund Account.

(A) Creation and Deposits. There be and there hereby is established in the treasury of the City, if one has not already been created, a debt service fund, separate and

distinct from every other fund, which shall be maintained in accordance with generally accepted accounting principles. Debt service or sinking funds established for obligations previously issued by the City may be considered as separate and distinct accounts within the debt service fund.

Within the debt service fund, there hereby is established a separate and distinct account designated as the "Debt Service Fund Account for General Obligation Refunding Bonds, Series 2013A" (the "Debt Service Fund Account") and such account shall be maintained until the indebtedness evidenced by the Bonds is fully paid or otherwise extinguished. The City Treasurer shall deposit in the Debt Service Fund Account (i) all accrued interest received by the City at the time of delivery of and payment for the Bonds; (ii) any premium not used for the Refunding which may be received by the City above the par value of the Bonds and accrued interest thereon; (iii) all money raised by the taxes herein levied and any amounts appropriated for the specific purpose of meeting principal of and interest on the Bonds when due; (iv) such other sums as may be necessary at any time to pay principal of and interest on the Bonds when due; (v) surplus monies in the Borrowed Money Fund as specified below; and (vi) such further deposits as may be required by Section 67.11, Wisconsin Statutes.

(B) Use and Investment. No money shall be withdrawn from the Debt Service Fund Account and appropriated for any purpose other than the payment of principal of and interest on the Bonds until all such principal and interest has been paid in full and the Bonds canceled; provided (i) the funds to provide for each payment of principal of and interest on the Bonds prior to the scheduled receipt of taxes from the next succeeding tax collection may be invested in direct obligations of the United States of America maturing in time to make such payments when they are due or in other investments permitted by law; and (ii) any funds over and above the amount of such principal and interest payments on the Bonds may be used to reduce the next succeeding tax levy, or may, at the option of the City, be invested by purchasing the Bonds as permitted by and subject to Section 67.11(2)(a), Wisconsin Statutes, or in permitted municipal investments under the pertinent provisions of the Wisconsin Statutes ("Permitted Investments"), which investments shall continue to be a part of the Debt Service Fund Account. Any investment of the Debt Service Fund Account shall at all times conform with the provisions of the Internal Revenue Code of 1986, as amended (the "Code") and any applicable Treasury Regulations (the "Regulations"). Any investment of the Debt Service Fund Account shall at all times conform with the provisions of the Code and any applicable Regulations.

(C) Remaining Monies. When all of the Bonds have been paid in full and canceled, and all Permitted Investments disposed of, any money remaining in the Debt Service Fund Account shall be transferred and deposited in the general fund of the City, unless the Common Council directs otherwise.

Section 7. Proceeds of the Bonds; Segregated Borrowed Money Fund. The proceeds of the Bonds (the "Bond Proceeds") (other than any premium and accrued interest which must be paid at the time of the delivery of the Bonds into the Debt Service Fund Account created above) shall be deposited into a special fund separate and distinct from all other funds of the City and disbursed solely for the purpose for which borrowed or for the payment of the principal of and the interest on the Bonds. Monies in the Borrowed Money Fund may be temporarily invested in Permitted Investments. Any monies, including any income from Permitted Investments, remaining in the Borrowed Money Fund after the purpose for which the Bonds have been issued has been accomplished, and, at any time, any monies as are not needed and

which obviously thereafter cannot be needed for such purpose shall be deposited in the Debt Service Fund Account.

Section 8. No Arbitrage. All investments made pursuant to this Resolution shall be Permitted Investments, but no such investment shall be made in such a manner as would cause the Bonds to be "arbitrage bonds" within the meaning of Section 148 of the Code or the Regulations and an officer of the City, charged with the responsibility for issuing the Bonds, shall certify as to facts, estimates, circumstances and reasonable expectations in existence on the date of delivery of the Bonds to the Purchaser which will permit the conclusion that the Bonds are not "arbitrage bonds," within the meaning of the Code or Regulations.

Section 9. Compliance with Federal Tax Laws. (a) The City represents and covenants that the projects financed by the Bonds and by the Refunded Obligations and the ownership, management and use of the projects will not cause the Bonds or the Refunded Obligations to be "private activity bonds" within the meaning of Section 141 of the Code. The City further covenants that it shall comply with the provisions of the Code to the extent necessary to maintain the tax-exempt status of the interest on the Bonds including, if applicable, the rebate requirements of Section 148(f) of the Code. The City further covenants that it will not take any action, omit to take any action or permit the taking or omission of any action within its control (including, without limitation, making or permitting any use of the proceeds of the Bonds) if taking, permitting or omitting to take such action would cause any of the Bonds to be an arbitrage bond or a private activity bond within the meaning of the Code or would otherwise cause interest on the Bonds to be included in the gross income of the recipients thereof for federal income tax purposes. The City Clerk or other officer of the City charged with the responsibility of issuing the Bonds shall provide an appropriate certificate of the City certifying that the City can and covenanting that it will comply with the provisions of the Code and Regulations.

(b) The City also covenants to use its best efforts to meet the requirements and restrictions of any different or additional federal legislation which may be made applicable to the Bonds provided that in meeting such requirements the City will do so only to the extent consistent with the proceedings authorizing the Bonds and the laws of the State of Wisconsin and to the extent that there is a reasonable period of time in which to comply.

Section 10. Designation as Qualified Tax-Exempt Obligations. The Bonds are hereby designated as "qualified tax-exempt obligations" for purposes of Section 265 of the Code, relating to the ability of financial institutions to deduct from income for federal income tax purposes, interest expense that is allocable to carrying and acquiring tax-exempt obligations.

Section 11. Execution of the Bonds; Closing; Professional Services. The Bonds shall be issued in printed form, executed on behalf of the City by the manual or facsimile signatures of the Mayor and City Clerk, authenticated, if required, by the Fiscal Agent (defined below), sealed with its official or corporate seal, if any, or a facsimile thereof, and delivered to the Purchaser upon payment to the City of the purchase price thereof, plus accrued interest to the date of delivery (the "Closing"). The facsimile signature of either of the officers executing the Bonds may be imprinted on the Bonds in lieu of the manual signature of the officer but, unless the City has contracted with a fiscal agent to authenticate the Bonds, at least one of the signatures appearing on each Bond shall be a manual signature. In the event that either of the officers whose signatures appear on the Bonds shall cease to be such officers before the Closing, such signatures shall, nevertheless, be valid and sufficient for all purposes to the same extent as if they had remained in office until the Closing. The aforesaid officers are hereby

authorized and directed to do all acts and execute and deliver the Bonds and all such documents, certificates and acknowledgements as may be necessary and convenient to effectuate the Closing. The City hereby authorizes the officers and agents of the City to enter into, on its behalf, agreements and contracts in conjunction with the Bonds, including but not limited to agreements and contracts for legal, trust, fiscal agency, disclosure and continuing disclosure, and rebate calculation services. Any such contract heretofore entered into in conjunction with the issuance of the Bonds is hereby ratified and approved in all respects.

Section 12. Payment of the Bonds; Fiscal Agent. The principal of and interest on the Bonds shall be paid by the City Clerk or City Treasurer (the "Fiscal Agent") unless the Bonds are subject to mandatory redemption. If the Proposal specifies that the Bonds are subject to mandatory redemption, the Approving Certificate shall specify the fiscal agent for the Bonds.

Section 13. Persons Treated as Owners; Transfer of Bonds. The City shall cause books for the registration and for the transfer of the Bonds to be kept by the Fiscal Agent. The person in whose name any Bond shall be registered shall be deemed and regarded as the absolute owner thereof for all purposes and payment of either principal or interest on any Bond shall be made only to the registered owner thereof. All such payments shall be valid and effectual to satisfy and discharge the liability upon such Bond to the extent of the sum or sums so paid.

Any Bond may be transferred by the registered owner thereof by surrender of the Bond at the office of the Fiscal Agent, duly endorsed for the transfer or accompanied by an assignment duly executed by the registered owner or his attorney duly authorized in writing. Upon such transfer, the Mayor and City Clerk shall execute and deliver in the name of the transferee or transferees a new Bond or Bonds of a like aggregate principal amount, series and maturity and the Fiscal Agent shall record the name of each transferee in the registration book. No registration shall be made to bearer. The Fiscal Agent shall cancel any Bond surrendered for transfer.

The City shall cooperate in any such transfer, and the Mayor and City Clerk are authorized to execute any new Bond or Bonds necessary to effect any such transfer.

Section 14. Record Date. The fifteenth day of each calendar month next preceding each interest payment date shall be the record date for the Bonds (the "Record Date"). Payment of interest on the Bonds on any interest payment date shall be made to the registered owners of the Bonds as they appear on the registration book of the City at the close of business on the Record Date.

Section 15. Utilization of The Depository Trust Company Book-Entry-Only System. In order to make the Bonds eligible for the services provided by The Depository Trust Company, New York, New York ("DTC"), the City agrees to the applicable provisions set forth in the Blanket Issuer Letter of Representations previously executed on behalf of the City and on file in the City Clerk's office.

Section 16. Conditions on Issuance and Sale of the Bonds. The issuance of the Bonds and the sale of the Bonds to the Purchaser are subject to satisfaction of the following conditions:

(a) approval by the City Administrator of the definitive maturities, redemption provisions, interest rates and purchase price for the Bonds, which approval shall be evidenced by execution by the City Administrator the Approving Certificate; and

(b) realization by the City of present value debt service savings in an amount equal to at least 2.50% of the principal amount refunded.

The Bonds shall not be issued, sold or delivered until these conditions are satisfied. Upon satisfaction of these conditions, the City Administrator is authorized to execute a Proposal with the Purchaser providing for the sale of the Bonds to the Purchaser.

Section 17. Official Statement. The Common Council hereby directs the City Administrator to approve the Preliminary Official Statement with respect to the Bonds and deem the Preliminary Official Statement as "final" as of its date for purposes of SEC Rule 15c2-12 promulgated by the Securities and Exchange Commission pursuant to the Securities and Exchange Act of 1934 (the "Rule"). All actions taken by the City Administrator or other officers of the City in connection with the preparation of such Preliminary Official Statement and any addenda to it or Final Official Statement are hereby ratified and approved. In connection with the Closing, the appropriate City official shall certify the Preliminary Official Statement and any addenda or Final Official Statement. The City Clerk shall cause copies of the Preliminary Official Statement and any addenda or Final Official Statement to be distributed to the Purchaser.

Section 18. Undertaking to Provide Continuing Disclosure. The City hereby covenants and agrees, for the benefit of the owners of the Bonds, to enter into a written undertaking (the "Undertaking") required by the Rule to provide continuing disclosure of certain financial information and operating data and timely notices of the occurrence of certain events in accordance with the Rule. The Undertaking shall be enforceable by the owners of the Bonds or by the Purchaser on behalf of such owners (provided that the rights of the owners and the Purchaser to enforce the Undertaking shall be limited to a right to obtain specific performance of the obligations thereunder and any failure by the City to comply with the provisions of the Undertaking shall not be an event of default with respect to the Bonds).

The Mayor and City Clerk, or other officer of the City charged with the responsibility for issuing the Bonds, shall provide a Continuing Disclosure Certificate for inclusion in the transcript of proceedings, setting forth the details and terms of the City's Undertaking.

Section 19. Redemption of the Refunded Obligations. The Refunded Obligations are hereby called for prior payment and redemption on a date to be determined by the City Administrator in the Approving Certificate which shall be at least 30 days after the sale of the Bonds but not later than 90 days after the issuance of the Bonds at a price of par plus accrued interest to the date of redemption.

The City hereby directs the City Clerk after the sale of the Bonds to work with Ehlers to cause timely notice of redemption, in substantially the form attached hereto as Exhibit D and incorporated herein by this reference (the "Notice"), to be provided at the times, to the parties and in the manner set forth on the Notice. All actions heretofore taken by the officers and agents of the City to effectuate the redemption of the Refunded Obligations are hereby ratified and approved.

Section 20. Record Book. The City Clerk shall provide and keep the transcript of proceedings as a separate record book (the "Record Book") and shall record a full and correct statement of every step or proceeding had or taken in the course of authorizing and issuing the Bonds in the Record Book.

Section 21. Bond Insurance. If the Purchaser determines to obtain municipal bond insurance with respect to the Bonds, the officers of the City are authorized to take all actions necessary to obtain such municipal bond insurance. The Mayor and City Clerk are authorized to agree to such additional provisions as the bond insurer may reasonably request and which are acceptable to the Mayor and City Clerk including provisions regarding restrictions on investment of Bond proceeds, the payment procedure under the municipal bond insurance policy, the rights of the bond insurer in the event of default and payment of the Bonds by the bond insurer and notices to be given to the bond insurer. In addition, any reference required by the bond insurer to the municipal bond insurance policy shall be made in the form of Bond provided herein.

Section 22. Conflicting Resolutions; Severability; Effective Date. All prior resolutions, rules or other actions of the Common Council or any parts thereof in conflict with the provisions hereof shall be, and the same are, hereby rescinded insofar as the same may so conflict. In the event that any one or more provisions hereof shall for any reason be held to be illegal or invalid, such illegality or invalidity shall not affect any other provisions hereof. The foregoing shall take effect immediately upon adoption and approval in the manner provided by law.

Introduced: June 18, 2013

Adopted:

Robert Miller, Mayor

Attest:

Diahn Halbach, City Clerk

(SEAL)

EXHIBIT A

Letter from Treasury

(See Attached)



Department of Treasury
Internal Revenue Service
Ogden UT 84201-0074

Notice	CP152A
Tax period	May 31, 2013
Notice date	May 13, 2013
Employer ID number	39-6005409
To contact us	Phone 1-877-829-5500 FAX 801-620-5670

037824.183238.0129.003 1 AT 0.384 373



Page 1 of 2



CITY OF BURLINGTON
300 N PINE ST
BURLINGTON WI 53105

37824

Acknowledgment of your May 1, 2013 Form 8038-CP and notice of reduction to your credit payment

We received your tax-advantaged bond form

This notice serves as official acknowledgment that we received your Form 8038-CP. If you filed more than one form, you will receive a separate acknowledgment for each one.

Tax-advantaged bond information

Bond issuer	CITY OF BURLINGTON
Name of issue	TAXABLE G O CORPORATE PURPOSE BONDS
Address	300 N PINE ST BURLINGTON WI 53105
CUSIP number	122133 JF9
Issue date	May 12, 2010
Interest payment date	May 1, 2013
Credit interest payment	\$51,499.87
IRS report number	800

Credit payment reduction

Pursuant to the requirements of the Balanced Budget and Emergency Deficit Control Act of 1985, as amended, certain automatic reductions take place as of March 1, 2013. These required reductions include a reduction to refundable credits under Internal Revenue Code section 6431 applicable to certain qualified bonds. As a result, your refundable credit payment will be reduced by 8.7%. The sequestration reduction rate will be applied until the end of the fiscal year (September 30, 2013) or intervening Congressional action, at which time the sequestration rate is subject to change.

Important reminders

- Attach a copy of this notice to all of your correspondence and documents related to this tax-advantaged bond.
- If a tax practitioner or someone else prepared your form, you may want to give them a copy of this notice. (A copy was automatically sent to all representatives authorized with a Power-of-Attorney for this form.)
- If you are an issuer, and have designated a trustee to receive your credit payment, we suggest you provide a copy of this notice to the trustee.

Continued on back...

Notice	CP152A
Tax period	May 31, 2013
Notice date	May 13, 2013
Employer ID number	39-6005409
Page 2 of 2	

Additional information

- Visit www.irs.gov/cp152a.
- For tax forms, instructions, and publications, visit www.irs.gov or call 1-800-TAX-FORM (1-800-829-3676).
- If you have questions about tax-advantaged bonds, call TEGE Customer Account Services at 1-877-829-5500.
- Keep this notice for your records.

If you need assistance, please don't hesitate to contact us.



CITY OF BURLINGTON

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

Committee of the Whole Item Number: 6	Date: June 18, 2013
Submitted By: Kevin Lahner, City Administrator	Subject: Resolution 4621(11) to consider a ETZ CSM from Wisconsin Vision Associates for property on W. State Street in the Town of Burlington

Details:

As part of the City's Extraterritorial Plat Approval Jurisdiction Area, which includes any area within 1 1/2 miles of the City of Burlington, all divisions and subdivisions of land shall be reviewed by the Plan Commission and Common Council. The purpose of this is to enable the City to extend regulations to adjacent land that could affect quality of life within the city. The Extraterritorial Zoning District (ETZ) represents a city's potential growth boundary, both with respect to its future tax base and municipal service area.

This Certified Survey Map has been submitted for review by Leslie Scherrer of the Peter Scherrer Group on behalf of Wisconsin Vision Associates, Inc. for property located on W. State Street east of Mormon Road in the Town of Burlington. Wisconsin Vision Associates, Inc. is currently under contract to purchase two parcels (002-031931025000 and 002-031931027000) in the Town of Burlington. Property rezoning, all necessary approvals for WVA's proposed use, and the approval of the proposed CSM is a condition of the Offer to Purchase. Once all contingencies are satisfied, WVA will acquire the property. Rezoning and the proposed CSM will not be effective until WVA acquires the property.

This item was approved by the Town of Burlington Planning & Zoning Committee on June 18.

Options and Alternatives:

The Council may choose to deny this CSM.

Financial Remarks:

None.

Executive Action:

This item is for discussion at the June 18, 2013 Committee of the Whole meeting and is scheduled for the Common Council meeting for consideration the same night.

Resolution Number: 4621(11)
Introduced by: Committee of the Whole

**A RESOLUTION APPROVING A CERTIFIED SURVEY MAP FOR WISCONSIN
VISION ASSOCIATES, INC. FOR PROPERTY LOCATED ON W. STATE STREET
(002-03-19-31-025-000 AND 002-03-19-31-027-000) IN THE TOWN OF
BURLINGTON, WITHIN THE CITY'S EXTRATERRITORIAL PLAT JURISDICTION**

WHEREAS, the Plan Commission of the City of Burlington has reviewed a certified survey map shown hereon, proposed and submitted by Wisconsin Vision Associates, Inc. for property located on W. State Street in the Town of Burlington; and,

WHEREAS, at their June 11, 2013 meeting, the Plan Commission did recommend approval of the certified survey map (CSM) based on the information provided, and contingent upon the May 29, 2013 memorandum by Patrick J. Meehan, AICP; of Meehan & Company, Inc. as follows:

- The Certified Survey Map meets all Racine County Zoning Ordinance requirements.
- The Town of Burlington's approval of the Certified Survey Map.

NOW, THEREFORE, BE IT RESOLVED by the Common Council of the City of Burlington, Racine County and Walworth County, State of Wisconsin, that the attached certified survey map prepared on May 17, 2013 by Grady L. Gosser, WLS, is hereby approved.

BE IT FURTHER RESOLVED that the City Clerk shall forward a copy of this resolution to the Town of Burlington Clerk, 32288 Bushnell Road, Burlington, WI 53105; Julie Anderson, Director, Racine County Planning and Development, 14200 Washington Ave., Sturtevant, WI 53177; and Walworth County Land Use and Resource Management, W3929 County Road NN, Elkhorn, WI 53121.

Introduced: June 18, 2013
Adopted:

Robert Miller, Mayor

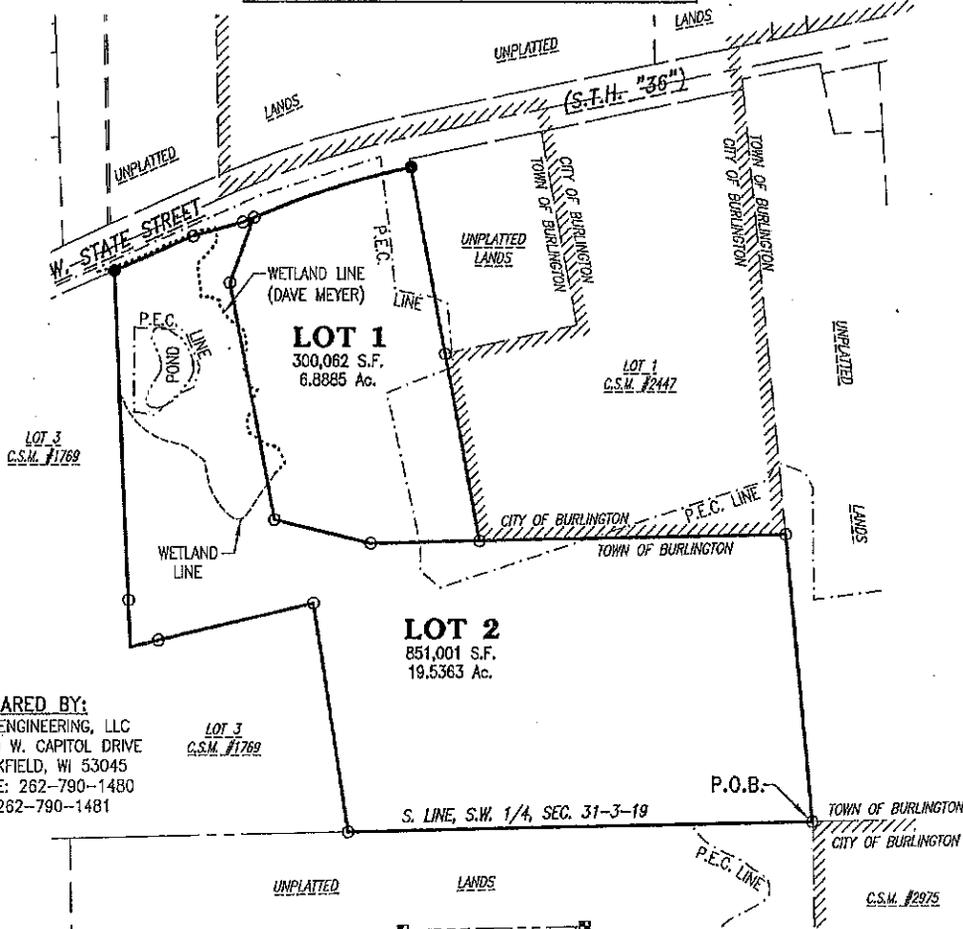
Attest:

Diahnn Halbach, City Clerk

CERTIFIED SURVEY MAP NO.

BEING A REDIVISION OF LANDS LOCATED IN A PART OF THE NORTHWEST 1/4, NORTHEAST 1/4, SOUTHWEST 1/4 AND SOUTHEAST 1/4 OF THE SOUTHWEST 1/4 OF SECTION 31, TOWN 3 NORTH, RANGE 19 EAST, IN THE TOWN OF BURLINGTON, RACINE COUNTY, WISCONSIN.

OVERALL DETAIL SHEET



PREPARED BY:

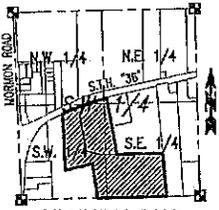
TRIO ENGINEERING, LLC
 17700 W. CAPITOL DRIVE
 BROOKFIELD, WI 53045
 PHONE: 262-790-1480
 FAX: 262-790-1481

OWNER:

WISCONSIN VISION ASSOCIATES, INC.
 139 WEST CHESTNUT STREET
 BURLINGTON, WI 53105
 PHONE: 262-763-0100

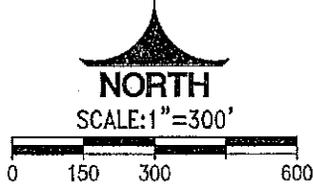
ENVIRONMENTAL NOTES:

- UNLESS OTHERWISE NOTED, WETLAND SHOWN HEREON WAS FIELD DELINEATED BY WETLAND & WATERWAY CONSULTING, LLC (DAVE MEYER) IN APRIL OF 2013.
- PRIMARY ENVIRONMENTAL CORRIDOR (P.E.C.) SHOWN HEREON IS PER SEWRPC RECORDS.



VICINITY MAP

S.W. 1/4, SEC. 31
 T. 3 N., R. 19 E.
 SCALE: 1" = 2000'



LEGEND:

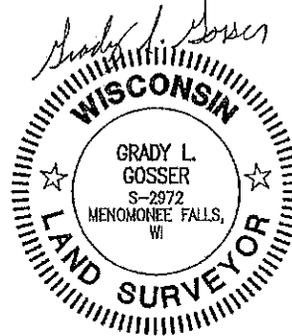
- - INDICATES Section Corner (See Plan for Details)
- - INDICATES "Set" 1-5/16" O.D. long iron pipe weighing 1.68 lbs. per lineal foot.
- - INDICATES "Found" 1" iron pipe.

NOTES:

- ALL BEARINGS ARE REFERENCED TO GRID NORTH OF THE WISCONSIN STATE PLANE COORDINATE SYSTEM, SOUTH ZONE (NAD-27), IN WHICH THE SOUTH LINE OF THE S.W. 1/4 OF SECTION 31, TOWN 3 NORTH, RANGE 19 EAST, BEARS N88°46'40"E.
- TELEPHONE LINES, ELECTRIC LINES, CABLE TELEVISION LINES, TELECOMMUNICATIONS LINES, AND OTHER SIMILAR UTILITY SERVICES SHALL BE PLACED UNDERGROUND UNLESS THE APPLICANT OR UTILITY CAN DEMONSTRATE THAT UNDERGROUNDING IS NOT FEASIBLE.

DRAFTED THIS 17th DAY OF MAY, 2013

THIS INSTRUMENT WAS DRAFTED BY GRADY L. GOSSER, S-2972

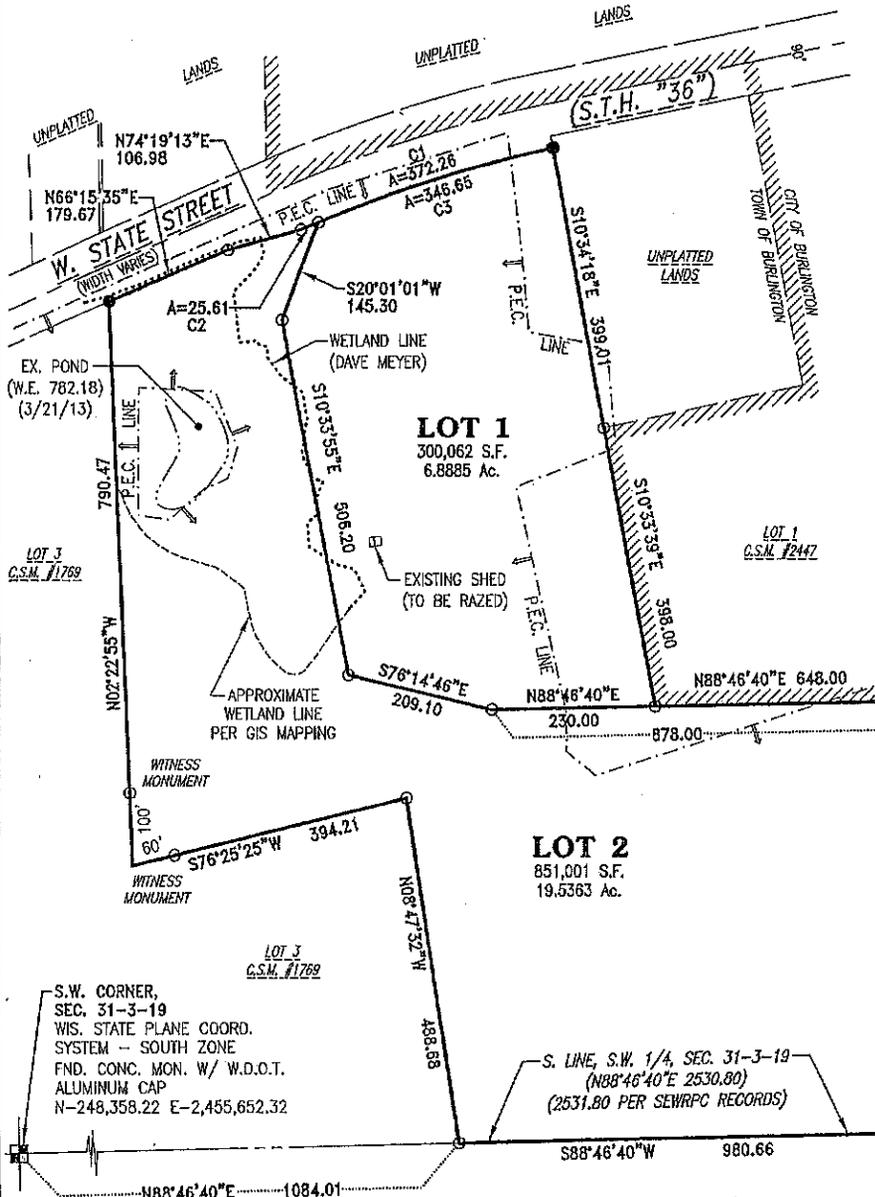


JOB NO. 13-013-929-01

SHEET 1 OF 5

CERTIFIED SURVEY MAP NO.

BEING A REDVISION OF LANDS LOCATED IN A PART OF THE NORTHWEST 1/4, NORTHEAST 1/4, SOUTHWEST 1/4 AND SOUTHEAST 1/4 OF THE SOUTHWEST 1/4 OF SECTION 31, TOWN 3 NORTH, RANGE 19 EAST, IN THE TOWN OF BURLINGTON, RACINE COUNTY, WISCONSIN.



S.W. CORNER,
SEC. 31-3-19
WIS. STATE PLANE COORD.
SYSTEM - SOUTH ZONE
FND. CONC. MON. W/ W.D.O.T.
ALUMINUM CAP
N-248,358.22 E-2,455,652.32

LOT 2
851,001 S.F.
19.5363 Ac.



17700 W. Capitol Drive
Brookfield, WI 53045
Phone: (262) 790-1480
Fax: (262) 790-1481



JOB NO. 13-013-929-01
SHEET 2 OF 5



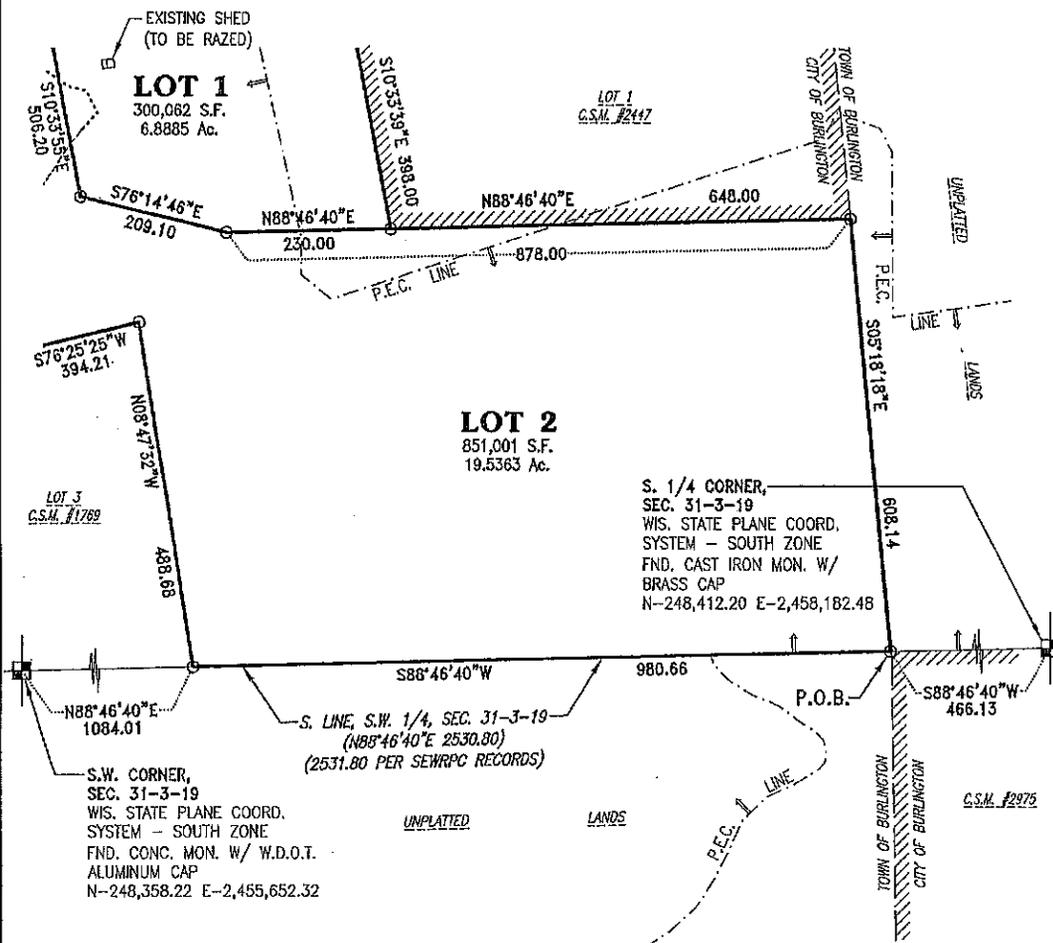
NORTH
SCALE: 1" = 200'

DRAFTED THIS 17th DAY OF MAY, 2013
THIS INSTRUMENT WAS DRAFTED BY GRADY L. GOSSER, S-2972

H:\2000\929\13013-01\Survey\CSM\33025101.dwg

CERTIFIED SURVEY MAP NO.

BEING A REDIVISION OF LANDS LOCATED IN A PART OF THE NORTHWEST 1/4, NORTHEAST 1/4, SOUTHWEST 1/4 AND SOUTHEAST 1/4 OF THE SOUTHWEST 1/4 OF SECTION 31, TOWN 3 NORTH, RANGE 19 EAST, IN THE TOWN OF BURLINGTON, RACINE COUNTY, WISCONSIN.

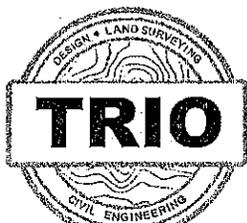
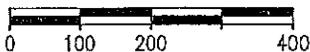


CURVE TABLE:

NO.	RADIUS	DELTA	ARC	CHORD	CHORD BEARING	TANGENT IN	TANGENT OUT
C1	1849.88	11°31'48"	372.26	371.63	N72°01'29"E	N66°15'35"E	N77°47'23"E
C2	1849.88	00°47'36"	25.61	25.61	N66°39'23"E	N66°15'35"E	N67°03'11"E
C3	1849.88	10°44'12"	346.65	346.14	N72°25'17"E	N67°03'11"E	N77°47'23"E



SCALE: 1" = 200'



17700 W. Capitol Drive
 Brookfield, WI 53045
 Phone: (262) 790-1480
 Fax: (262) 790-1481



DRAFTED THIS 17th DAY OF MAY, 2013

THIS INSTRUMENT WAS DRAFTED BY GRADY L. GOSSER, S-2972

JOB NO. 13-013-929-01

SHEET 3 OF 5

CERTIFIED SURVEY MAP NO. _____

BEING A REDIVISION OF LANDS LOCATED IN A PART OF THE NORTHWEST 1/4, NORTHEAST 1/4, SOUTHWEST 1/4 AND SOUTHEAST 1/4 OF THE SOUTHWEST 1/4 OF SECTION 31, TOWN 3 NORTH, RANGE 19 EAST, IN THE TOWN OF BURLINGTON, RACINE COUNTY, WISCONSIN.

OWNER'S CERTIFICATE:

WISCONSIN VISION ASSOCIATES, INC., a Corporation duly organized and existing under and be virtue of the laws of the State of Wisconsin, as owner, certifies that said Corporation caused the land described on this map to be surveyed, divided and mapped as represented on this map in accordance with the provisions of Chapter 236 of the Wisconsin Statutes and the Subdivision Regulations of the Town of Burlington, this _____ day of _____, 20_____.

WISCONSIN VISION ASSOCIATES, INC.

Robert L. Fait, President

STATE OF WISCONSIN)
) ss
COUNTY OF)

Personally came before me this _____ day of _____, 20_____, Robert L. Fait, President of the above named Corporation, to me known to be the person who executed the foregoing instrument, and to me known to be the President of said Corporation, and acknowledged that he executed the foregoing instrument as such officer as the deed of said Corporation, by its authority.

Print Name: _____
Notary Public, _____ County, WI
My commission expires: _____

TOWN OF BURLINGTON TOWN BOARD APPROVAL:

This Certified Survey Map approved by the Town of Burlington Town Board on this _____ day of _____, 20_____.

Ralph Rice, Chairman

Adelheid Streif, Town clerk

CITY OF BURLINGTON EXTRATERRITORIAL APPROVAL:

Resolved: That the Certified Survey Map shown hereon, in the extraterritorial Plat approval jurisdiction of the City of Burlington, Racine County, Wisconsin. Owner, Wisconsin Vision Associates, Inc., is hereby approved by the City of Burlington on this _____ day of _____, 20_____.

Robert Miller, Mayor

Diahn Halbach, City Clerk



Drafted this 17th Day of May, 2013

THIS INSTRUMENT WAS DRAFTED BY GRADY L. GOSSER, S-2972

Job. No. 13-013-929-01

SHEET 5 OF 5



CITY OF BURLINGTON

Administration Department

300 N. Pine Street, Burlington, WI 53105

(262) 342-1170 – (262) 342-1178 fax

www.burlington-wi.gov

Committee of the Whole Item Number: 8

Date: June 18, 2013

Submitted By: Robert Miller, Mayor

Subject: Motion 13-760 to consider a loan to the Burlington Cemetery Association in the amount of \$15,000.

Details:

As you are aware the Burlington Cemetery Association is facing financial trouble and recently voted to disband. As part of our annual budget process, the Common Council set aside \$15,000 for the Cemetery Association for the purpose of helping them fund their operations.

While the cemetery association is still in place they have incurred costs which they currently cannot fund. The outstanding invoices submitted by the Cemetery Association indicate that they owe \$1,945.85 to three contractors which they indicate they cannot pay. The association has also submitted a letter indicating future expenses for the remainder of the year, which total \$18,308.35. As the discussions of the cemetery have evolved, the association has indicated that they may consider utilizing their statutory authority to create a taxing body to continue operations and generate funds to pay for their expenses.

As a result of these discussions, the item before you is to consider granting an unsecured loan to the Burlington Cemetery Association for the previously budgeted \$15,000. The Cemetery Association would return the funds owed upon completion of the necessary steps to create a taxing authority and begin collecting the tax to fund their operations.

As has been discussed in the past, Chapter 157 of the Wisconsin State Statutes indicates that a City is obligated to take over operation of a cemetery located within their city limits after one-year of a cemetery board dissolving or ended their operations.

Options & Alternatives: There are several alternatives and options that the Common Council could consider. The Common Council could agree to the loan as described above. The loan would be unsecured and any funds owed back the City would be contingent upon the Burlington Cemetery Association asserting their taxing authority and collecting funds.

Another possible option is to pay only for the expenses incurred to date. This would be \$1,945.85 in outstanding invoices.

Finally, the Common Council could chose to refrain from involvement in this item. The Cemetery Association would be forced to find other remedies to this current situation.

Financial Remarks: \$15,000 was budgeted this year to be used for cemetery operations. If the loan would be granted, we would have no collateral for the loan and would be relying upon a contractual agreement for the repayment of the balance.

Executive Action:

This item is for discussion at the June 18, 2013 Committee of the Whole meeting, and for the Common Council meeting the same night for consideration.

Burlington Cemetery Association
% Earl Vorpapel
180 Monica Avenue
Burlington, WI 53105

June 12, 2013

City of Burlington
300 North Pine Street
Burlington, WI 53105

Attn: Mayor Robert Miller

Subject: Burlington Cemetery

Dear Mayor Miller,

The financial condition of the Cemetery has continued to deteriorate to the point that our outstanding obligations plus the known expenses through the end of the year will not be able to be met. One major variable will be the number of times that the Cemetery will need to be cut and trimmed this season.

We have designated funds to cover the Life Insurance Premium due in July.

The check book balance as of June 12, 2013 was \$700.00.

Following are invoices that are not paid:

*Solofra Plumbing Spring water supply start up and pump repair
\$755.85

*Elm Island lawn mowing for Memorial Day Weekend
\$1,100.00

*Burmeister Excavating four burials unbilled up to the time that the business closed down and Mel's death. The estate will invoice us for this work. \$800.00

Anticipated Expenses Through Year End:

Fall water system shut down	\$400.00
Fall clean up	\$3,000.00
Talmer Trust Services (Charge by the hour)	\$1,600.00
WE Energies	\$360.00
Newspaper notices	\$30.00
Rich Brower Lot location and sales	\$400.00
Mays Insurance	\$1,040.00
ASDA Service	\$315.00
Remer Lawn Service (estimate cut and trim)	\$6,400.00
Sextant Maintenance Services	\$1,575.00
Maintenance Materials Grave Site Materials	\$500.00
Total Unpaid and Estimated Expenses	\$18,308.85

The fees received from the funerals cover the required expenses to cover cremations and full body burials. Winter charges cover basic snow removal and site access for a burial. We expect that we will be raising the fee for excavation and related services. Burmeister had been holding the fee the same for a number of years. When we had to find a new vender some were not interested and some were not interested at the current price. John of the Wanasek Company agreed to excavate at the "old" price while we work out the Cemetery issues. We will also need a Sextant. We anticipate an increase in that fee.

While working through the process of providing a service to the community there have been a number of persons and businesses that have provided advice and information gratis. For this we are grateful. We know that in order to maintain a Cemetery that is an asset to the community we cannot do it without proper funding.

Sincerely,
Burlington Cemetery Association Board

INVOICE

SOLOFRA PLUMBING & HEATING INC.
 282 S. PINE STREET
 BURLINGTON, WI 53105
 (262) 763-7061
 MP6919

DATE: 5/20/2013
 INVOICE #: 73911

BILL TO:

Talmer Bank
 c/o Earl Vorpagel, President
 180 Monica Ave
 Burlington, WI 53105

SHIP TO

Burlington Cemetery

DUE DATE 5/30/2013

P.O. NUMBER	TERMS	PROJECT
	Net 10 days	

QUANTITY	DESCRIPTION	RATE	AMOUNT
8	Hours on 5/20 Labor=Tom pump not working: pulled pump, rebuilt pump, re-installed pump and repaired leaks in pit	96.00	576.00
1	Materials: pump rebuild kit, nipple, check valve, romex wire, galvanized nipples, ip valve, galvanized tee's, boiler drain, poly, reducing bushing	185.85	185.85
	Sales Tax	5.10%	0.00

COPY

REVIEWED
 BURLINGTON CEMETERY ASSOCIATION
 BY: Earl Vorpagel President
 DATE: 05/23/2013

Invoices are payable 10 days from the invoice date. Past due accounts will be subject to a finance charge of 1.5% per month. The buyer agrees that in the event of non-payment of the overdue account, he shall be liable for collection charges, including attorney fees.

For your convenience, we accept Visa, Mastercard, and Discover charge cards.

Thank you for choosing Solofra Plumbing!

TOTAL	\$755.85
--------------	----------

Elm Island Property Management LLC.

W307 S8693 Stoneridge Drive
 Mukwonago, WI 53149
 USA

INVOICE

Invoice Number: 3150
 Invoice Date: Jun 4, 2013
 Page: 1

Voice: 262-492-1938
 Fax:

Bill To:
 Burlington Cemetery
 180 Monica Dr.
 Burlington, WI 53105

Ship to:
 Burlington Cemetery
 180 Monica Dr.
 Burlington, WI 53105

Customer ID	Customer PO	Payment Terms	
Burlington Cemetery		Net Due	
Sales Rep ID	Shipping Method	Ship Date	Due Date
			6/4/13

Quantity	Item	Description	Unit Price	Amount
1.00	Lawn Mowing	Lawn Mowing 5/25/13 Special Memorial Day Cut	1,100.00	1,100.00

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REVIEWED

BURLINGTON CEMETERY ASSOCIATION
 BY: *[Signature]*
 DATE: 06/06/2013

Subtotal	1,100.00
Sales Tax	
Total Invoice Amount	1,100.00
Payment/Credit Applied	
TOTAL	1,100.00

Check/Credit Memo No:

ASDA Enterprises Inc.

Invoice

P.O. BOX 178
 Burlington, WI 53105
 2625392086

Date	Invoice #
06/01/2013	20950

<i>Bill To:</i>
BURLINGTON CEMETARY 180 MONICA BURLINGTON, WI 53105

<i>Location:</i>
BURLINGTON CEMETERY 701 BROWNS LAKE DR BURLINGTON, WI 53105

DATE PAID _____ CHECK NO. _____ AMOUNT _____

Due Date 06/10/2013
Account No. 3090
Service Dates JUNE 2013

For proper credit please return top portion.

DATE	REFERENCE	DESCRIPTION	QUANTITY	AMOUNT	TOTAL
		<u>Previous Balance</u>			45.00
		<u>CHARGES THIS INVOICE</u>			
06/01/13		2yd bi wkly trash service	1.00	45.00	45.00

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REVIEWED
 BURLINGTON CEMETERY ASSOCIATION
 BY: *Earl Campbell*
 DATE: 06/12/2013

Current Charges: 45.00
 Taxes: 0.00
 Invoice Total: 45.00

AGE	CURRENT	30 DAYS	60 DAYS	90 DAYS	FINANCE	Please Pay
AMOUNT	45.00	45.00	0.00	0.00	0.00	\$90.00

ASDA Enterprises Inc.

Please pay from this statement. This includes your remittance portion.