



AGENDA
COMMON COUNCIL

Tuesday, November 5, 2013

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

Mayor Robert Miller
Robert Prailes, Alderman, 1st District
Edward Johnson, Alderman, 1st District
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

Student Representatives

Sam Joski, CCHS
Joe Nguyen, BHS

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 October 15, 2013 (*R. Prailes*)
6. Letters and Communications: None
7. Reports by Aldermanic Representatives and Department Heads
8. Reports 1-8 (*E. Johnson*)
9. Payment of Vouchers (*P. Hintz*)
10. Licenses and Permits (*R. Dawidziak*)
11. Appointments and Nominations: None
12. Public Hearings: None

13. **RESOLUTIONS:**

- A. Resolution 4636(26) to approve a Letter of Engagement with Patrick Romenesko to prepare the 2013 Audit in the amount of \$31,600. This item was discussed at the October 15, 2013 Committee of the Whole meeting. *(T. Vos)*

- B. Resolution 4637(27) to approve Change Order Number Three with Staab Construction for the Wastewater Treatment Facility Upgrade and Improvements Project in the amount of \$0. This item was discussed at the Committee of the Whole meeting the same night. *(J. Schultz)*

14. **ORDINANCES:**

None

15. **ADJOURNMENT** *(T. Preusker)*

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: November 5, 2013
Submitted By: Diahnn Halbach, City Clerk	Subject: Meeting Minutes

Details:

Attached please find the Minutes from the October 15, 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 November 5, 2013 Common Council meeting.



CITY OF BURLINGTON
Official Minutes of the Common Council
Robert Miller, Mayor
Diahnn C. Halbach, City Clerk
October 15, 2013

1. Call To Order – Roll Call

Council President Tom Vos called the meeting to order at 6:37 p.m. starting with roll call. Aldermen present: Ed Johnson, Ruth Dawidziak, Tom Preusker, Jon Schultz, and Todd Bauman. Excused: Mayor Miller

Also present: City Administrator Kevin Lahner, City Attorney John Bjelajac, Public Works Director Craig Workman, Treasurer Steve DeQuaker, Director of Administrative Services Megan Watkins, Library Director Gayle Faulk and Tom Foht of Kapur Engineering.

2. Citizen Comments

There were none.

3. Chamber of Commerce

There were none.

4. Approval of the City Council Minutes for October 1, 2013

A motion was made by Schultz with a second by Johnson to approve the Council Minutes from October 1, 2013. With all in favor, the motion carried.

5. Letters and Communications

There were none

6. Reports by Aldermanic Representatives and Department Heads

There were no reports

7. Reports 1-2

A motion to approve Reports 1-2 was made by Preusker with a second by Hintz. With all in favor the motion carried.

8. Payment of Vouchers

A motion was made by Preusker with a second by Hintz to approve vouchers, pre-pays and reimbursements in the amount of \$233,681.57.

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

9. Licenses and Permits

A motion was made by Prailes with a second by Preusker to approve the submitted requests for licenses and permits as presented. With all in favor, the motion carried.

10. Appointments and Nominations

A motion was made by Johnson with a second by Hintz to approve the Appointments and Nominations as presented. With all in favor, the motion carried.

Student Representatives were appointed to the following boards:

Sam Joski (CCHS) appointed to the Common Council, expires May 31, 2014
Joe Nguyen (BHS) appointed to the Common Council, expires May 31, 2014
Tylee Frederick (BHS) appointed to the HPC, expires May 31, 2014
Kalle Johnson (CCHS) appointed to the Library Board, expires May 31, 2014
Shyanne Skinner (BHS) appointed to the Library Board, expires May 31, 2014
Shan Gill (CCHS) appointed to the Plan Commission, expires May 31, 2014

11. Public Hearings

There were none.

12. Resolutions

Resolution 4633(23): to consider amending the City of Burlington Revolving Loan Fund Policy and Procedures Manual.

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

With all in favor the motion carried.

Resolution 4635(25): to consider approving an amendment to the 2013 Annual Budget.

A request for a second reading and a motion to approve was made by Dawidziak with a second by Schultz.

With all in favor the motion carried.

13. Ordinances

Ordinance 1973(7): to approve an amendment to Chapter 259 of the Municipal Code entitled, "Sewers".

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

With all in favor the motion carried.

14. Motions

There were none.

15. Adjourn

A motion was made by Schultz with a second by Dawidziak to adjourn the meeting. With all in favor, the meeting adjourned at 6:46 p.m.

Meeting Minutes Respectfully Submitted by:



Diahnn C. Halbach

City Clerk

City of Burlington

Racine and Walworth Counties



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

Common Council Agenda Item Number: 8	Date: November 5, 2013
Submitted By: City Staff	Subject: Reports 1-8

Details:

Attached please find the following reports:

- Report 1 – Burlington Housing Authority minutes, August 15, 2013
- Report 2 – Park Board minutes, September 19, 2013
- Report 3 – Burlington Housing Authority minutes, September 20, 2013
- Report 4 – Library Board minutes, September 24, 2013
- Report 5 – Burlington Housing Authority minutes, September 25, 2013
- Report 6 – Council Budget Workshop minutes, October 9, 2013
- Report 7 – Committee of the Whole minutes, October 15, 2013
- Report 8 – Council Budget Workshop minutes, October 20, 2013

Options & Alternatives:

N/A

Financial Remarks:

None.

Executive Action:

Staff recommends that the Common Council accept these Reports at the November 5, 2013 Common Council meeting.

**City of Burlington Housing Authority
Riverview Manor
August 15, 2013**

The regular monthly meeting of the City of Burlington Housing Authority was held on Thursday, August 15th. 2013, 6:00 P.M. at Riverview Manor. The meeting was called to order by Chairman Lapp.

COMMISSIONERS PRESENT: Chairman Lapp, Vice Chairman Stublely, Secretary Heck, Commissioner Iselin, Commissioner Stoehr and Manager, Eileen Olson.

Minutes from the regular monthly meeting on July 11th were reviewed and approved with a motion by Stublely, seconded by Stoehr, motion carried unanimously

FINANCIAL REPORT:

Reserve Account balances as of July 31, 2013
(See statement balance sheet)

OCCUPANCY REPORT:

Manager Olson reported 18 on the waiting list for 1 bedroom units and 5 for 2 bedroom units.

BUILDING AND MAINTENANCE:

After reviewing and discussing quotes for tree trimming at RVM, board members accepted the lowest bids from Complete Tree Service for \$3,150 to trim the trees closest to the RVM building and all remaining trees on the property away from the building for \$5,500. The motion to accept the bids was made by Heck and seconded by Stoehr. Motion carried unanimously.

A motion was made by Stublely and seconded by Iselin to accept the quote in the amount of \$400.00 from Mike McCluskey to assemble benches outdoors at RVM. The materials for this project will be purchased by Riverview.

A proposal from DMK Builders was received and approved at the July meeting for replacement of 2 steel doors along with the necessary cement work that will begin in the near future.

A proposal received from Cicchini in the amount of \$825.00 to clean and fill all potholes in the parking lot at Riverview Manor was accepted by a motion from Stoehr and seconded by Iselin. Motion carried unanimously.

COMMUNICATION

Copies of the monthly operating statements, bills and bank statements were dispersed and reviewed by board members.

Manager Olson reported that all forms regarding the MPR Program have been completed and mailed on August 14, 2013.

An ad has been put in the "Our Town" Magazine and Manager Olson also spoke to board members about the website that is set-up and being worked on.

NEW BUSINESS

Manager Olson will attend the Spectrum STAR training seminar on "515 Properties" on September 18th and 19th .in Michigan

UNFINISHED BUSINESS

ADJOURNMENT

There being no further business, motion to adjourn was made by Heck, seconded by Iselin and carried unanimously. Meeting adjourned at 7:45 P.M. The next monthly meeting has been tentatively scheduled for September 25th, 2013



Ralph Heck, Secretary



CITY OF BURLINGTON PARK BOARD MINUTES
THURSDAY, SEPTEMBER 19, 2013, 6:30 P.M.

Chairman Darrel Eisenhardt, Commissioners Jennifer Amborn, Clay Brandt, Ruth DeLay, Jeff Schopp, Peter Turke, Alderman Bob Prailes, DPW Supervisor Dan Jensen, P.E.

Chairman Darrel Eisenhardt called the meeting to order at 6:33 P.M. on September 19, 2013.

Roll Call: Present: Commissioners Clay Brandt, Peter Turke, Ruth DeLay, Chairman Darrel Eisenhardt and DPW Supervisor Dan Jensen. Excused: Alderman Bob Prailes and Commissioner Jeff Schopp. Commissioner Jennifer Amborn arrived at 6:36 P.M.

Approval August 15, 2013 Minutes: Chairman Eisenhardt entertained a motion for approval of the August 15, 2013 Minutes. Motion to approve made by Commissioner Turke. Seconded by Commissioner Brandt. All voted aye, motion carried.

Citizens Comments: None

Aldermanic Report, Bob Prailes: None

DPW Supervisor Report, Dan Jensen: DPW Supervisor Dan Jensen went over the two matching grant applications applied for by Blake Theisen of Schreiber and Anderson on behalf of the Park Board. The first one being a matching grant in the amount of \$45,000 for the Wehmhoff-Jucker Park Trailhead Development project and the second one also in the amount of \$45,000 for the Sunset Park Trail Development.

The Park Board members discussed the possibility of land being donated by KW Precast for the Sunset Park Trail Development for a bike/walking path. They asked Dan Jensen, DPW Supervisor to look into this possibility. They also discussed the possibility of the railroad donating right-of-way land on tracks that are no longer being used, that could also be used for the grant application projects. Mr. Jensen stated he would bring this information to Kevin Lahner, City Administrator, and ask if he would contact the owners to see if donating the land could be done.

After much discussion, the Park Board members agreed they would like to arrange to physically go out and look at each place and then make a determination. Dan Jensen, DPW Supervisor asked each board member to contact Deb Rintamaki via email to let her know what dates they have available during the week of September 23rd and once all information is received, a determination will be made what date is best suited for everyone's schedule, meeting at Sunset Park at 5:30 P.M. on the date determined.

Steve DeQuaker, Treasurer stated that although ideally he would like all budget items in by the end of September, he could wait until after the October Park Board meeting, when a decision has been reached regarding the grants.

Mr. Jensen distributed copies of the electrical site plan for the lighting that will be installed by the dam at Echo Park. The lights will change color over the water. This was approved through City Hall.

New Business:

Dog Park Balance Sheets: Deb Rintamaki presented the Dog Park balance sheets she had received from Carolyn Robbins, President, showing an ending balance of \$2685.37.

Park Development Fund Application

Congress Fence Project – Bill Greskiw and Tom Aldrich

Mr. Greskiw and Mr. Aldrich were in attendance to present the Park Development Fund Application for the Congress Field Fence Project. Mr. Greskiw stated the cost was much more than they anticipated, and the project needed to be completed prior to any spring games being played.

Dan Jensen, DPW Supervisor had spoken with Kresken fence and the total amount of the project would be \$2198.00. The Application amount applied for being \$1100.00, with the remainder to be paid out of the DPW budget.

After some discussion, Chairman Eisenhardt entertained a motion to approve the project as presented with payment of \$1100.00 to be paid from Park Board Funds. Motion to approve made by Commissioner Turke. Seconded by Commissioner DeLay. All voted aye, motion carried.

Mr. Greskiw and Mr. Aldrich thanked the Park Board for their approval and added that Congress field, because of the great condition that it is kept in, adds a lot to the Burlington community. He stated that it is a field that all teams like to play on and by moving the fence it will allow home games to be played there next spring by meeting the standards set forth by the WIAA.

Burlington Area Garden Club – Sign for Rain Garden at Echo Park

Commissioner Ruth Delay asked that this item be tabled and put on the agenda for the October Park Board meeting. Commissioner Delay stated the Girl Scouts were interested in making it their project to put a sign by the rain garden in Echo Park explaining what it was and what plants were planted there.

Old Business:

2014 Capital Expenditure Items: Chairman Eisenhardt stated the two grant applications were items from the Five Year Plan, and unless someone had a suggestion regarding other items from the listing, he felt the Park Board should visit the locations for the grants they applied for and were approved before moving onto other items. All were in agreement.

Commissioner Ruth DeLay stated she had someone ask her about a disk golf course. Dan Jensen, DPW Supervisor stated this item was looked at previously, but it was not one of the high priority items from the current Five Year Plan. However, Mr. Jensen felt if the Park Board decided to add a disk golf course to their plan, St. Mary's Park would be a better choice over other parks suggested.

Update on fence removal at Bushnell Park – Hard Ball Diamond: Dan Jensen, DPW Supervisor reported that his crews would be removing the fence on Friday, September 20, 2013. This was being

done to facilitate a soccer practice field and allowing the field on the north side of Bushnell to remain in good condition for games.

Other Items:

Park Board Fund Balances – Steve DeQuaker, Treasurer

Steve DeQuaker, Treasurer reported the Park Board Fund balance sheets. The projected fund balance at 12/31/13: \$110,746.92. Mr. DeQuaker reminded the Park Board that they had allocated \$50,000 of their funds for the Bushnell Soccer Fields.

United Way of Racine – Born Learning Trail, Echo Park

Chairman Eisenhardt stated there would be a ribbon cutting ceremony on Saturday, September 21st for the Born Learning Trail at Echo Park beginning at 10:00 A.M. Chairman Eisenhardt will be attending and encouraged other Park Board members to also attend.

Baseball 2000 Summary of Receipts and Disbursements

Chairman Darrel Eisenhardt presented the Baseball 2000 Summary of Receipts and Disbursements with an ending balance of \$10,644.34.

There being no other items for discussion, Chairman Eisenhardt entertained a motion to adjourn. Motion to adjourn made by Commissioner Turke. Seconded by Commissioner DeLay. All voted aye and Chairman Eisenhardt adjourned the meeting at 7:40 P.M.

Minutes respectfully submitted by:



**Deb Rintamaki
Department of Public Works**

**City of Burlington Housing Authority
Riverview Manor**

September 20, 2013

A special meeting of the City of Burlington Housing Authority was held on Friday September 20th, 2013 at 1:30 p.m. at Riverview Manor. The meeting was called to order by Chairman Lapp.

COMMISSIONERS PRESENT: Chairman Lapp, Vice-Chairman Stublely, Secretary Heck, Commissioner Stoehr and Commissioner Iselin. Riverview Manor (retired manager), Henning and Manager Olson were also present.

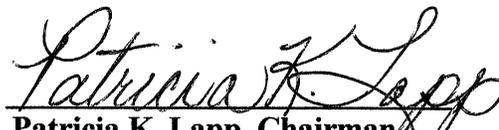
The purpose of this special meeting was to review documents received concerning the Conditional Commitment of the MPR program. Riverview Manor has been approved for a loan in the amount of \$1,475,978 pending acceptance by board members of the amounts and conditions stated in the Conditional Commitment. MPR tools and monies associated with those tools were detailed by Rural Development in the document although funds may not be available until 2014. Following discussion and questions from board members, Cheryl Halvorson of Rural Development was standing by to clarify several items and changes via phone.

One of the items corrected was the amount of the required monthly deposit to the Reserve Account listed in error in item 27 as \$22,250. That amount was corrected to \$2,250.00. Following the discussion and answers during the conference call, a motion was made by Stublely, seconded by Iselin to approve the Conditional Commitment after the correction. Motion carried unanimously.

Copies of the Conditional Commitment and information will be forwarded to City Attorney John Bjelajac, and City Administrator Kevin Lahner, along with a few questions the board has for the city officials.

There being no other business, motion was made by Stoehr, seconded by Iselin to adjourn. Meeting adjourned at 2:30 P.M.


Ralph Heck, Secretary


Patricia K. Lapp, Chairman

COMMUNICATIONS:

Copies of the monthly operating statements, bills and bank statements were dispersed and reviewed by board members.

Manager Olson reported that a graphic design instructor at Gateway Technical College is still willing to work on website set up when we supply content.

Manager Olson gave a report on the STAR training she attended on 9/18 and 9/19

NEW BUSINESS:

After discussion, a motion was made by Stublely and seconded by Iselin to give a raise of 25 cents per hour to Office Assistants, Deb Ratkowski and Margaret Schaefer. Motion was carried unanimously.

The City of Burlington Fire Chief will speak to the residents on October 14th about fire safety and will conduct a fire inspection. This is a mandatory meeting for residents.

Manager Olson discussed adding bookshelves to the library. She will obtain the cost of materials.

Discussion of special advertisement in the Hi-Liter. Manager Olson will place the ads if they will give a discounted rate of \$100 per ad to run both.

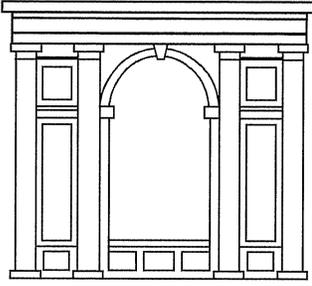
After discussion, a motion was made by Stublely and seconded by Stoehr to send Chairman Lapp, Manager Olson and Office Assistant, Debbie Ratkowski to the WI CARH convention in Wisconsin Dells on November 7th.

ADJOURNMENT

There being no further business, motion to adjourn was made by Stoehr, seconded by Stublely and carried unanimously. Meeting adjourned at 7:45 p.m. The next monthly meeting has been tentatively scheduled for October 17, 2013 at 6:00 p.m.



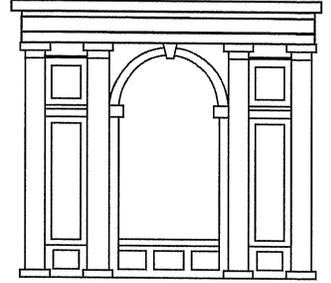
Kelly Iselin, Acting Secretary



Burlington Public Library

166 East Jefferson Street • Burlington, Wisconsin 53105
(262) 342-1130 • Fax (262) 763-1938

www.burlingtonlibrary.org



Minutes of the Burlington Public Library Board of Trustees

The Burlington Public Library Board of Trustees met on Tuesday, September 24, 2013 in the Burlington Public Meeting Room. Present were Penny Torhorst, M.T. Boyle, Pat Hoffman, Scott Johnson, Peter Smet, Peter Hintz, Mike Kelly, and Pat Hurley. Excused was Dianne Boyle. Also present were Library Director Gayle Falk, Administrative Assistant Linda Berndt, and Systems Administrator Tammy McCarthy.

Torhorst called the meeting to order at 4:00.

Minutes of the August 27th meeting were approved. Smet moved approval, Kelly seconded. Motion passed.

The September Prepaids, Reimbursements, and August 2013 General Fund Deposits were discussed and approved. Smet moved approval and Hurley seconded. Motion passed. Hoffman moved and M.T. Boyle seconded the motion to approve the September 2013 Trust Fund Bills and the August 2013 Trust Fund Deposits. Motion passed.

Committee Reports: None at this time.

Federated Library Report: The Lakeshores Board is still investigating a merger with Mid-Wisconsin Federated Library System.

Old Business:

Friends Financial: The Board feels that they would like to support the Friends with the T-shirts they want. After the Friends have their meeting the Library Board will discuss it again.

New Business:

Budget: Falk went over the ongoing goals for the budget for the City. She has listed 4 items as our ongoing goals.

1. Continue developing adult programming.
2. Continue outreach to Hispanic patrons.
3. Increase Internet access for the public.
4. Investigate new technologies and assist with diverse devices.
5. Library building replacement or renovation.

Our 2014 budget includes a Capital Improvement component for 6 new computers with the software, furniture, wiring cable and expertise. We would need to move the paperback spinner racks back and remove or reconfigure the tables. Tammy has already ordered two new laptop tables that can be used at the comfortable chairs by the newspapers.

Falk said that to accomplish all our goals we are going to need to well versed on all the devices and software applications that we can offer to our patrons.

Lakeshores has developed software that automatically adds Interlibrary loan materials to the catalog for ease of checkout, then removes them when the loan is over.

Ft. Atkinson has purchased software called "Boopsie" which allows integration of various programs. It allows a patron to download materials on a phone, tablet, Apple or Android device. It is a direct link to the search catalog. You log in once, and after that it will automatically log into your account. You can go directly to Overdrive, My Account, Zinio, Badgerlink, Facebook, Twitter, Calendar, and Library hours and phone numbers. However, the convenience comes with a price of about \$4400 for the configuration and first year service. Sirsi is working on integrating these same resources into E-resource Central, which would provide the same service as part of Sirsi without additional cost.

October 1st is the beginning of sign up for the Affordable Care Act. If there is a need, we would like to provide basic internet classes before the library opens in the morning. People are going to have to set up an email account and they will need one on one attention at certain points.

Hoffman thought that one of the budget goals should be to further a building expansion or a new facility.

Falk discussed the possibility of adding Sunday hours. Board members suggested that we should advertise that we are "virtually" available 24/7 and that we should spend the money on that idea rather than expanding our hours.

Personnel Manual Review:

Hoffman went through the Library personnel manual reading over many points and the board felt that there were a couple of minor items. They also talked about making the Director's evaluation shorter and less involved.

Falk reported that Judy Rockwell will be returning in a part time capacity to help with the reference hours.

LLS Trustee Banquet:

The speaker will be talking about Maker Spaces. Maker Spaces invite people with skills to share their expertise with interested participants. They also provide equipment to use, such as a 3D printer, recording lab and technology to change videos to DVDs. Library Board members should let Gayle know if they want to attend the banquet.

Directors Report:

The Circ numbers are up for September, but still down slightly for the year.

Falk received an email this afternoon that compared our library to other libraries throughout the state.

BPL in the news: The Board reviewed numerous calendar items.

Public Communication to the Board: There was no communication.

Meeting was adjourned at 5:40 p.m. Hurley moved and Kelly seconded. Motion passed.

Our next meeting will be on Tuesday, October 22nd at 4:00 p.m. in the Burlington Public Library meeting room.

Respectfully submitted,

A handwritten signature in black ink that reads "Peter Hintz". The signature is written in a cursive style with a large initial "P" and a long, sweeping underline.

Peter Hintz
Aldermanic Representative

City of Burlington Housing Authority
Riverview Manor
September 25, 2013

The regular meeting of the City of Burlington Housing Authority was held on Wednesday, September 25, 2013, 6:10 p.m. at Riverview Manor. The meeting was called to order by Chairman Lapp.

COMMISSIONERS PRESENT: Chairman Lapp, Vice Chairman Stublely, Commissioner Iselin, Commissioner Stoehr and Manager, Eileen Olson. Secretary Heck was excused.

Minutes from the regular monthly meeting on August 15, 2013 were reviewed and amended with regard to tree trimming. Manager Olson will obtain a 3rd bid on the tree removal away from the building. The minutes were approved with a motion by Stublely and seconded by Stoehr, carried unanimously.

Minutes from the special meeting on September 20, 2013 were reviewed and approved with motion by Stublely and seconded by Stoehr, carried unanimously.

FINANCIAL REPORT: Reserve Account Balances as of August 31, 2013 (See statement balance sheet)

OCCUPANCY REPORT: Manager Olson reported 18 on the waiting list for 1 bedroom units and 5 for 2 bedroom units

BUILDING AND MAINTENANCE:

We should be receiving the remainder of the material needed to assemble the park benches shortly. They will then be assembled by Mike McCluskey for \$400.

Cicchini is scheduled on October 14th to perform repairs to the parking lot.

Two steel doors #6 and #7 that needed to be replaced have been installed.

MPR Update-The conditional commitment paperwork was sent to the Mayor, City Administrator and City Attorney for their review and comments. Comments and suggestions were received regarding choosing an architect.



Finance Department

300 N. Pine Street, Burlington, WI, 53105
(262) 342-1170 – (262) 342-1178 fax
www.burlington-wi.gov

**Common Council Budget Workshop Minutes
October 9, 2013
DPW Community Room – 2200 S. Pine Street**

Workshop convened at 6:30 pm

In Attendance: Mayor Miller; Aldermen Bob Prailes, Ed Johnson, Peter Hintz, Ruth Dawidziak, Tom Vos, Jon Schultz, Tom Preusker and Todd Bauman; City Administrator Kevin Lahner, City Treasurer Steve DeQuaker, Library Director Gayle Falk, Police Chief Peter Nimmer, Fire Chief Perry Howard, Director of Administrative Services Megan Watkins.

Mayor Miller introduced the budget process and explained the workshops are more to discuss the budget in regards to policy, not go line by line. He further stated budget is tight this year and the City staff did well to keep their budgets low.

Administrator Lahner discussed the budgeting process for the 2014 Budget and policies related to performance measures and Strategic Planning. Discussion ensued regarding a recent City and Town Fire & EMS Cooperation Study. Lahner further highlighted the 2013 accomplishments, the anticipated expenditures and revenues with the General Fund, TID closings, and potential insurance cost changes.

Library Director Gayle Falk presented the Library budget and the potential challenges in regards to electronic media changes.

Chief Nimmer presented the Police Department budget and the choice to keep the department staff at bare minimum to keep the budget low.

Chief Perry presented the Fire Department budget and programs he intends to put in place in 2014.

Meeting adjourned at 9:45 pm

Steve DeQuaker
City Treasurer



Finance Department

300 N. Pine Street, Burlington, WI, 53105
(262) 342-1170 – (262) 342-1178 fax
www.burlington-wi.gov

**Common Council Budget Workshop Minutes
October 9, 2013**

DPW Community Room – 2200 S. Pine Street

Workshop convened at 6:30 pm

In Attendance: Mayor Miller; Aldermen Bob Prailes, Ed Johnson, Peter Hintz, Ruth Dawidziak, Tom Vos, Jon Schultz, Tom Preusker and Todd Bauman; City Administrator Kevin Lahner, City Treasurer Steve DeQuaker and Director of Administrative Services Megan Watkins.

Administrator Kevin Lahner reviewed the 2013 Citizen Budget Partner's policy discussion and votes on topics discussed. Megan Watkins presented departmental budgets for: Administration, Mayor & Council, Building Inspector, City Clerk, Elections and Assessor.

Meeting Adjourned at 9:00 pm

Steve DeQuaker
City Treasurer



Finance Department

300 N. Pine Street, Burlington, WI 53105
Phone: (262) 342-1170 Fax: (262) 342-1178
www.burlington-wi.gov

Common Council Agenda Item Number: 9	Date: November 5, 2013
Submitted By: Steve DeQuaker, Treasurer 	Subject: Prepays and Vouchers

Details:

Attached please find the Prepays and Vouchers list for bills accrued through November 5, 2013:

Total Prepays:	\$147,979.21
Total Vouchers:	\$355,070.70
Reimbursements:	\$1,504.02
Grand Total:	<u>\$504,553.93</u>

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

Financial Remarks: 5 Largest Disbursements on Prepays and Vouchers

1. The Wanasek Corp. – Payment No. 2 for the Washington Street Improvements \$92,469.12
2. Cummins NPower LLC – New Generator \$70,955.00
3. Staab Construction Corp – Payment No. 13 WWTP Upgrades, Phase II \$59,200.00
4. Advanced Disposal Services – Monthly Residents Trash & Recycle \$44,362.97
5. Sierra Petroleum Co, Inc – Sierra Petro AV Gas 100LL \$36,222.59

Executive Action:

Staff recommends that the Common Council accept these Prepays and Vouchers in the amount of \$504,553.93 at the November 5, 2013 Common Council meeting.

For Council Approval November 5, 2013

Prepays:	10/11/13	\$32,007.40
	10/18/13	\$96,603.10
	10/25/13	<u>\$19,368.71</u>
Total Prepays		\$147,979.21

Vouchers:	11/05/13	\$355,070.70
-----------	----------	--------------

Reimbursements:	10/18/13	\$781.57
	11/01/13	<u>\$722.45</u>
Total Reimbursements		\$1,504.02

GRAND TOTAL		<u><u>\$504,553.93</u></u>
--------------------	--	-----------------------------------

GL Acct No	Vendor	Vendor Name	Description	Invoice No	Inv Date	Amount	Period	
100-239006	LAW-VISION							
	4426	VISION INSURANCE PLAN OF AMER	Vision Ins - Premium billing for Novembe	135783	10/04/2013	734.85	10/13	PD
100-454521-001	BOND FEES							
	1293	JEFFERSON COUNTY SHERIFF	Bond - Workman, Tracy; Case:11CT382	WORKMAN	10/02/2013	260.00	10/13	PD
Total 100-454521						260.00		
100-515111-310	CITY COUNCIL - OFF SUP-POSTAGE							
	2390	PETTY CASH	PETTY CASH PARK DEPT	SEPT2013	10/10/2013	13.14	10/13	PD
	2390	PETTY CASH	PETTY CASH MAYOR	SEPT2013	10/10/2013	4.96	10/13	PD
						18.10	*	
100-515111-330	CITY COUNCIL - TRAVEL							
	8292	SCHULTZ, JON	Conference Per Diem	101813	10/11/2013	76.00	10/13	PD
Total CITY COUNCIL						94.10		
100-515121-310	MUNI COURT - OFFICE SUPPLIES							
	7752	DELUXE BUSINESS CHECKS	Deposit Ticket Books	2028737251	09/17/2013	49.83	10/13	PD
Total MUNICIPAL COURT						49.83		
100-515132-225	ADMIN - TELEPHONE							
	7692	VERIZON WIRELESS	VERIZON ADMIN	9712081272	10/11/2013	76.39	10/13	PD
100-515132-310	ADMIN - OFF SUPP-POSTAGE							
	2390	PETTY CASH	PETTY CASH STREET DEPT	SEPT2013	10/10/2013	6.00	10/13	PD
100-515132-330	ADMIN - INSVC TRAINING & TRAV							
	2390	PETTY CASH	PETTY CASH ADMIN	SEPT2013	10/10/2013	10.00	10/13	PD
	7730	LAHNER, KEVIN M	Conference Per Diem Cash Advance	101813	10/10/2013	76.00	10/13	PD
						86.00	*	
100-515132-399	ADMIN - SUNDRY EXPENSES							
	2390	PETTY CASH	PETTY CASH ADMIN	SEPT2013	10/10/2013	8.00	10/13	PD
Total ADMINISTRATOR						176.39		
100-515140-399	GENERAL CODE & MISC PUB							
	2390	PETTY CASH	PETTY CASH CITY CLERK	SEPT2013	10/10/2013	30.00	10/13	PD
Total CITY CLERK						30.00		
100-515141-225	FINANCE - TELEPHONE							
	7692	VERIZON WIRELESS	VERIZON FINANCE	9712081272	10/11/2013	88.70	10/13	PD
100-515141-399	FINANCE - MISC. EXPENSES-PUBLI							
	2390	PETTY CASH	PETTY CASH FINANCE	SEPT2013	10/10/2013	23.15	10/13	PD

PD = Fully Paid Invoice PR = Partially Paid Invoice

prepaid
10-11-2013

1

GL Acct No	Vendor	Vendor Name	Description	Invoice No	Inv Date	Amount	Period	
Total FINANCE						111.85		
100-525211-220	POLICE - UTILITY SERVICES							
	3330 WE ENERGIES		1461-190-073 Gas 224 E Jefferson St	14611900730913	09/22/2013	107.23	10/13	PD
	3330 WE ENERGIES		5843-681-877 224 E Jefferson Electric	58436818770913	09/23/2013	2,598.35	10/13	PD
						2,705.58	*	
100-525211-225	POLICE - TELEPHONE							
	7692 VERIZON WIRELESS		VERIZON POLICE DEPT	9712081272	10/11/2013	743.09	10/13	PD
100-525211-242	POLICE - REPAIR/MTCE EQUIP							
	1820 LOIS TIRE SHOP,INC.		LOIS TIRE SHOP POLICE DEPT	326271	05/30/2013	33.00	10/13	PD
100-525211-330	POLICE - TRAVEL							
	1133 WISCONSIN DELLS POLICE DEPT		Drug Identification/Field Testing	2013-39	10/08/2013	40.00	10/13	PD
	8639 NIMMER, PETER		PER DIEM FOR TRAVEL IACP	101013	10/11/2013	180.00	10/13	PD
						220.00	*	
Total POLICE DEPT.						3,701.67		
100-525220-225	FIRE - TELEPHONE							
	7692 VERIZON WIRELESS		VERIZON FIRE DEPT	9712081272	10/11/2013	116.36	10/13	PD
100-525220-247	FIRE - REPAIR & MAINT BLDGS							
	936 CULLIGAN OF BURLINGTON		CULLIGAN FIRE DEPT	500X01239504	09/30/2013	180.00	10/13	PD
Total FIRE DEPT.						296.36		
100-525231-310	BLDG INSP - OPERATING SUPPLIES							
	2390 PETTY CASH		PETTY CASH BUILDING INSP	SEPT2013	10/10/2013	13.10	10/13	PD
Total BUILDING INSP.						13.10		
100-535321-225	STREETS - TELEPHONE							
	7692 VERIZON WIRELESS		VERIZON STREET DEPT	9712081272	10/11/2013	141.13	10/13	PD
100-535321-261	STREETS - LIGHTING							
	3330 WE ENERGIES		4067-122-145 PARKING LOT	40671221451013	10/04/2013	23.27	10/13	PD
	3330 WE ENERGIES		4432-157-647 Street Lights	44321576470913	09/30/2013	18,713.61	10/13	PD
	3330 WE ENERGIES		8499-073-119 Traffic Signal Controller	84990731190913	09/22/2013	231.92	10/13	PD
						18,968.80	*	
Total STREET ADMINISTRATION						19,109.93		
100-555551-220	PARKS - UTILITIES							
	3330 WE ENERGIES		0635-112-551 Bushnell Soccer Club	06351125510913	09/29/2013	144.66	10/13	PD
	3330 WE ENERGIES		1269-762-568 Bike Path	12697625680913	09/23/2013	34.68	10/13	PD
	3330 WE ENERGIES		3406-030-405 732 Maryland Ave	34060304051013	10/06/2013	58.34	10/13	PD
	3330 WE ENERGIES		3698-542-543 Bathse Wagner Park	36985424530913	09/23/2013	26.33	10/13	PD
	3330 WE ENERGIES		3832-053-838 225 Robert St	38320538381013	10/01/2013	14.53	10/13	PD

PD = Fully Paid Invoice PR = Partially Paid Invoice

GL Acct No	Vendor	Vendor Name	Description	Invoice No	Inv Date	Amount	Period	
	3330	WE ENERGIES	4278-074-627 Baseball Scoreboard	42780746271013	10/06/2013	38.00	10/13	PD
	3330	WE ENERGIES	4447-370-241 Pavillion	44473702411013	10/06/2013	38.42	10/13	PD
	3330	WE ENERGIES	6419-916-677 394 Amanda Street	64199166770913	09/23/2013	11.42	10/13	PD
	3330	WE ENERGIES	8893-353-410 Electric Sunset Dr	88933534100913	09/25/2013	83.93	10/13	PD
	3330	WE ENERGIES	9274-302-920 400 Sunset Dr	92743029920913	09/26/2013	54.16	10/13	PD
						504.47	*	
100-555551-225	PARKS - TELEPHONE							
	7692	VERIZON WIRELESS	VERIZON PARK DEPT	9712081272	10/11/2013	33.73	10/13	PD
100-555551-265	PARKS - FESTIVAL EXPENSES							
	633	BURLINGTON KIWANIS BAND	BURLINGTON KIWANIS CIVIC BAND	2013	10/07/2013	1,900.00	10/13	PD
100-555551-350	PARKS - REPAIR/MTCE SUPPLIES							
	1951	MENARDS	MENARDS DPW SUPPLIES	26639 DPW	07/11/2013	6.78	10/13	PD
	Total PARKS					2,444.98		
100-565641-298	PLAN COMM - CONTRACT SVCS							
	1521	LEGACY ARCHITECTURE, INC	12.061 Kane St Historic Dist Nomination	207	09/30/2013	3,916.41	10/13	PD
	Total PLANNING COMMISSION					3,916.41		
	Total GENERAL FUND					30,939.47		
251-555511-345	PROGRAMS							
	1364	MICHNA, JESSICA	LIBRARY PROGRAM SPEAKER	0913JM	10/09/2013	155.00	10/13	PD
	4048	BURLINGTON AREA CHAMBER OF	2014 HOME EXPO	2014 H.E.	10/11/2013	50.00	10/13	PD
						205.00	*	
	Total FUND EXPENSES					205.00		
	Total LIBRARY OPERATIONS FUND					205.00		
621-575740-220	WWTP-ELECTRIC							
	3330	WE ENERGIES	6268-292-660 Shiloh Lift Station	62682926600913	09/26/2013	45.57	10/13	PD
	3330	WE ENERGIES	8635-875-051 Krift Av 800 Ft S Industria	86358750511013	10/01/2013	71.55	10/13	PD
						117.12	*	
621-575740-225	TELEPHONE							
	7692	VERIZON WIRELESS	VERIZON WWTP	9712081272	10/11/2013	78.81	10/13	PD
	Total WASTEWATER FUND EXPENSES					195.93		
	Total WASTEWATER OPERATIONS FUND					195.93		
622-506230-000	SUPPLIES							

3330 WE ENERGIES	1473-005-365 508 Sheldon St	14730053650913	09/25/2013	10.94	10/13	PD
Total 622-506230				10.94		
622-509210-000 OFFICE SUPPLY						
5934 TIME WARNER CABLE-MILW	TIME WARNER CABLE WATER	700401601 11/13	10/10/2013	63.96	10/13	PD
7692 VERIZON WIRELESS	VERIZON WATER DEPT	9712081272	10/11/2013	75.52	10/13	PD
				139.48	*	
Total 622-509210				139.48		
Total WATER UTILITY FUND				150.42		
623-575740-220 ELECTRIC						
3330 WE ENERGIES	2883-779-344 707 Airport Rd	28837793441013	10/06/2013	51.64	10/13	PD
3330 WE ENERGIES	6069-094-440 Airport Runway Lights	60690944401013	10/06/2013	279.70	10/13	PD
3330 WE ENERGIES	6280-861-972 Runway 29 Lighting	62808619721013	10/06/2013	10.97	10/13	PD
3330 WE ENERGIES	6831-002-581 FUELING AREA	68310025811013	10/06/2013	69.45	10/13	PD
3330 WE ENERGIES	7460-654-921 707 Airport Rd	74606549211013	10/06/2013	50.95	10/13	PD
3330 WE ENERGIES	8044-510-981 HANGAR	80445109811013	10/06/2013	13.50	10/13	PD
3330 WE ENERGIES	8460-785-002 Bieneman Rd Beacon	84607850021013	10/06/2013	30.76	10/13	PD
3330 WE ENERGIES	8637-669-300 707 Airport Rd Office	86376693001013	10/06/2013	9.61	10/13	PD
				516.58	*	
Total 623-575740				516.58		
Total AIRPORT FUND				516.58		
Grand Total:				32,007.40		

Dated: _____

Motion for Approval by: _____

Motion Seconded by: _____

GL Acct No	Vendor	Vendor Name	Description	Invoice No	Inv Date	Amount	Period	
100-434312-000	OPERATOR LICENSES							
	1135 BURKE, KELLY		refund working outside City limits	1.041054	04/10/2013	40.00	10/13	PD
100-434321-110	RESIDENTIAL BLDG PERMIT - REMO							
	1136 AMERICAN DREAM HOME IMPROV.		refund permit fee wrong city s/b Rochest	1.041072	10/07/2013	50.00	10/13	PD
100-454521-001	BOND FEES							
	7443 SHAWANO COUNTY CLERK OF COUI		Bond: Dusash, Nancy; case W092613JE	DUSASH	10/04/2013	660.00	10/13	PD
	7443 SHAWANO COUNTY CLERK OF COUI		Bond: Tweedy, Kenneth; case W013113	TWEEDY	10/04/2013	118.00	10/13	PD
						778.00		*
Total 100-454521						778.00		
100-515121-294	MUNI COURT - JAIL COSTS							
	2510 RACINE CO SHERIFF DEPT.		RA CO SHERIFFS DEPT 3RD QUARTI	650	10/09/2013	190.00	10/13	PD
Total MUNICIPAL COURT						190.00		
100-515132-220	ADMIN - UTILITIES							
	670 BURLINGTON WATER DEPT.		BURLINGTON WATER DEPT ADMIN	3RDQTR2013	10/18/2013	44.74	10/13	PD
100-515132-225	ADMIN - TELEPHONE							
	7094 AT & T LONG DISTANCE		AT & T LONG DISTANCE ADMIN	829440291-09/13	10/04/2013	153.35	10/13	PD
	7343 AT & T		AT & T 262 763-3474 163 6 ADMIN	26276334741013	10/04/2013	18.95	10/13	PD
						172.30		*
Total ADMINISTRATOR						217.04		
100-515141-220	FINANCE - UTILITY SERVICES							
	670 BURLINGTON WATER DEPT.		BURLINGTON WATER DEPT FINANCI	3RDQTR2013	10/18/2013	44.73	10/13	PD
100-515141-225	FINANCE - TELEPHONE							
	7094 AT & T LONG DISTANCE		AT & T LONG DISTANCE FINANCE	829440291-09/13	10/04/2013	140.37	10/13	PD
	7343 AT & T		AT & T 262 763-3474 163 6 Finance	26276334741013	10/04/2013	18.95	10/13	PD
						159.32		*
Total FINANCE						204.05		
100-525211-220	POLICE - UTILITY SERVICES							
	670 BURLINGTON WATER DEPT.		BURLINGTON WATER DEPT POLICE	3RDQTR2013	10/18/2013	573.82	10/13	PD
100-525211-225	POLICE - TELEPHONE							
	7094 AT & T LONG DISTANCE		AT & T LONG DISTANCE POLICE	829440291-09/13	10/04/2013	323.68	10/13	PD
	7343 AT & T		AT & T 262 763-3474 163 6 POLICE	26276334741013	10/04/2013	94.79	10/13	PD
						418.47		*
100-525211-244	POLICE - REPAIR & MAINTENANCE							
	8069 TASER INTERNATIONAL		Taser Police Dept Supplies	S11328142	07/17/2013	527.75	10/13	PD
Total POLICE DEPT.						1,520.04		
100-525220-220	FIRE - UTILITY SERVICES							

PD = Fully Paid Invoice PR = Partially Paid Invoice

prepaid
10-18-2013

S

670	BURLINGTON WATER DEPT.	BURLINGTON WATER DEPT FIRE DE	3RDQTR2013	10/18/2013	578.00	10/13	PD
100-525220-225	FIRE - TELEPHONE						
7094	AT & T LONG DISTANCE	AT & T LONG DISTANCE FIRE	829440291-09/13	10/04/2013	90.42	10/13	PD
7343	AT & T	AT & T 262 763-3474 163 6 FIRE	26276334741013	10/04/2013	75.82	10/13	PD
					166.24	*	
Total FIRE DEPT.					744.24		
100-535321-220	STREETS - UTILITIES						
670	BURLINGTON WATER DEPT.	BURLINGTON WATER DEPT STREET	3RDQTR2013	10/18/2013	811.07	10/13	PD
3330	WE ENERGIES	0688-843-174 830 Milw Ave	06888431741013	10/07/2013	383.70	10/13	PD
					1,194.77	*	
100-535321-225	STREETS - TELEPHONE						
7094	AT & T LONG DISTANCE	AT & T LONG DISTANCE DPW	829440291-09/13	10/04/2013	31.36	10/13	PD
7343	AT & T	AT & T 262 763-3474 163 6 DPW	26276334741013	10/04/2013	37.91	10/13	PD
					69.27	*	
100-535321-261	STREETS - LIGHTING						
3330	WE ENERGIES	0088-492-988 Traffic Signal	00884929881013	10/06/2013	39.40	10/13	PD
3330	WE ENERGIES	2019-198-266 TRAFFIC LIGHTS	20191982661013	10/07/2013	44.49	10/13	PD
3330	WE ENERGIES	3277-994-067 Traffic Signal Controller	32779940671013	10/06/2013	45.38	10/13	PD
3330	WE ENERGIES	4440-397-780 Beaumont Field	44403977801031	10/06/1931	95.51	10/13	PD
3330	WE ENERGIES	5639-265-567 650 Milwaukee Ave	56392655671013	10/06/2013	213.57	10/13	PD
3330	WE ENERGIES	6438-309-692 Traffic Signal	64383096921013	10/08/2013	108.84	10/13	PD
3330	WE ENERGIES	6838-102-431 Traffic Signal	68381024311013	10/07/2013	285.91	10/13	PD
					833.10	*	
Total STREET ADMINISTRATION					2,097.14		
100-555514-399	SENIOR CITIZENS DONATION						
670	BURLINGTON WATER DEPT.	BURLINGTON WATER DEPT SENIOR	3RDQTR2013	10/18/2013	135.45	10/13	PD
Total SENIOR CITIZENS DONATION					135.45		
100-555551-220	PARKS - UTILITIES						
670	BURLINGTON WATER DEPT.	BURLINGTON WATER DEPT PARK DI	3RDQTR2013	10/18/2013	1,687.77	10/13	PD
3330	WE ENERGIES	0235-568-359 Concession Bldg	02355683591013	10/06/2013	465.01	10/13	PD
3330	WE ENERGIES	1486-453-053 Storage Garage	14864530531013	10/07/2013	18.32	10/13	PD
3330	WE ENERGIES	2625-548-774 Restrooms at Ballpark	26255487741013	10/06/2013	37.58	10/13	PD
3330	WE ENERGIES	2672-334-997 Cabinet Parking Lot	26723349971013	10/06/2013	120.19	10/13	PD
3330	WE ENERGIES	4484-977-713 Riverside Park	44849777131013	10/06/2013	64.05	10/13	PD
3330	WE ENERGIES	5200-062-983 517 Congress St	52000629831013	10/06/2013	9.58	10/13	PD
3330	WE ENERGIES	5276-292-324 Lighting for bike path	52762923241013	10/06/2013	26.02	10/13	PD
3330	WE ENERGIES	7060-825-262 712 Maryland Ave	70608252621013	10/06/2013	15.15	10/13	PD
					2,443.67	*	
Total PARKS					2,443.67		
100-575710-297	GARBAGE- CONTRACT SVCS-RECYC						
5917	Advanced Disposal - Muskego	RIVERVIEW MANOR RECYCLE	C60001122897	09/30/2013	76.85	10/13	PD
5917	Advanced Disposal - Muskego	Advanced Disposal Recycle	C6000112886	09/30/2013	12,497.08	10/13	PD
					12,573.93	*	
100-575710-298	GARBAGE - CONTRACT SVCS PICKUP						
5917	Advanced Disposal - Muskego	RIVERVIEW MANOR TRASH	C60001122897	09/30/2013	210.53	10/13	PD
5917	Advanced Disposal - Muskego	Advanced Disposal Trash	C6000112886	09/30/2013	31,943.29	10/13	PD

GL Acct No	Vendor	Vendor Name	Description	Invoice No	Inv Date	Amount	Period	
						32,153.82		*
		Total GARBAGE COLLECTION				44,727.75		
		Total GENERAL FUND				53,147.38		
251-555511-220	UTILITIES							
	670	BURLINGTON WATER DEPT.	BURLINGTON WATER DEPT LIBRARY	3RDQTR2013	10/18/2013	217.32	10/13	PD
		Total FUND EXPENSES				217.32		
		Total LIBRARY OPERATIONS FUND				217.32		
621-575740-221	WATER							
	670	BURLINGTON WATER DEPT.	BURLINGTON WATER DEPT WWTP	3RDQTR2013	10/18/2013	6,605.37	10/13	PD
621-575740-248	PLANT OPERATION							
	5917	Advanced Disposal - Muskego	Advanced Disposal Wastewater	C60001122896	09/30/2013	63.54	10/13	PD
		Total WASTEWATER FUND EXPENSES				6,668.91		
		Total WASTEWATER OPERATIONS FUND				6,668.91		
622-509210-000	OFFICE SUPPLY							
	7094	AT & T LONG DISTANCE	AT & T LONG DISTANCE WATER	829440291-09/13	10/04/2013	23.87	10/13	PD
	7343	AT & T	AT & T 262 763-3474 163 6 WATER	26276334741013	10/04/2013	37.90	10/13	PD
	7343	AT & T	AT & T WATER DEPT 414 R24-8901 36	414R2489011013	10/10/2013	68.95	10/13	PD
						130.72		*
		Total 622-509210				130.72		
		Total WATER UTILITY FUND				130.72		
623-575740-200	FUEL FOR RESALE							
	6929	SIERRA PETROLEUM CO, INC.	SIERRA PETRO AV GAS	74312	10/15/2013	36,222.59	10/13	PD
623-575740-220	ELECTRIC							
	3330	WE ENERGIES	3243-871-135 Bieneman Road	32438711351013	10/06/2013	.25	10/13	PD
623-575740-225	TELEPHONE							
	7094	AT & T LONG DISTANCE	AT & T LONG DISTANCE AIRPORT	829440291-09/13	10/04/2013	20.05	10/13	PD
	7343	AT & T	AT & T 262 763-3474 163 6 Airport	26276334741013	10/04/2013	56.88	10/13	PD

GL Acct No	Vendor	Vendor Name	Description	Invoice No	Inv Date	Amount	Period
						76.93 *	
Total 623-575740						36,299.77	
Total AIRPORT FUND						36,299.77	
875-232000	MUNICIPAL COURT DEP						
	1134 VILLARREAL, ALEX		refund due to amended charge Cit. N13;	N1320761	10/17/2013	139.00	10/13 PD
Total MUNICIPAL COURT FUND						139.00	
Grand Total:						96,603.10	

Dated: _____

Motion for Approval by: _____

Motion Seconded by: _____

GL Acct No	Vendor	Vendor Name	Description	Invoice No	Inv Date	Amount	Period	
100-454521-001	BOND FEES							
	2485	RACINE COUNTY CLERK OF COURT	Bond - Lindberg, Amber; Case: 13-1236	LINDBERG	10/21/2013	5,000.00	10/13	PD
	7366	RACINE CO T & M COURT	Lashway, Kara; Case 13-12049	LASHWAY	10/16/2013	850.00	10/13	PD
	7367	RACINE POLICE DEPARTMENT	Bond - Stilner, Crystal; Case Q8295910	STILNER	10/21/2013	313.00	10/13	PD
						6,163.00		*
Total 100-454521						6,163.00		
100-515111-330	CITY COUNCIL - TRAVEL							
	8127	BMO HARRIS BANK, N.A.	BMO - League Wis	4276 10/13	10/15/2013	150.00	10/13	PD
Total CITY COUNCIL						150.00		
100-515132-220	ADMIN - UTILITIES							
	3330	WE ENERGIES	5843-033-004 300 N Pine Street (split)	58430330041013	10/21/2013	384.68	10/13	PD
100-515132-298	ADMIN - CONTRACT SERVICES							
	7044	E-vergent.com, LLC	BUS WIRELESS MONTHLY ACCT 161	1610-40	10/07/2013	300.00	10/13	PD
100-515132-310	ADMIN - OFF SUPP-POSTAGE							
	7679	STAPLES ADVANTAGE	STAPLES ADMIN SUPPLIES	8027250570	10/05/2013	61.64	10/13	PD
	8127	BMO HARRIS BANK, N.A.	BMO - CTC Constant Contact	4276 10/13	10/15/2013	20.00	10/13	PD
						81.64		*
100-515132-330	ADMIN - INSVC TRAINING & TRAV							
	8127	BMO HARRIS BANK, N.A.	BMO - Travel	2547 10/13	10/15/2013	111.50	10/13	PD
	8127	BMO HARRIS BANK, N.A.	BMO - WI Dept Financial Inst	4276 10/13	10/15/2013	20.00	10/13	PD
						131.50		*
100-515132-399	ADMIN - SUNDRY EXPENSES							
	8127	BMO HARRIS BANK, N.A.	BMO - Walmart	4238 10/13	10/15/2013	36.00	10/13	PD
Total ADMINISTRATOR						933.82		
100-515140-310	CLERK - OFFICE SUPPLIES							
	7679	STAPLES ADVANTAGE	STAPLES CITY CLERK SUPPLIES	8027250570	10/05/2013	15.60	10/13	PD
Total CITY CLERK						15.60		
100-515141-220	FINANCE - UTILITY SERVICES							
	3330	WE ENERGIES	5843-033-004 300 N Pine Street (split)	58430330041013	10/21/2013	198.17	10/13	PD
100-515141-310	FINANCE - OFFICE SUPP/POSTAGE							
	7679	STAPLES ADVANTAGE	STAPLES FINANCE OFFICE SUPPLIE	8027250570	10/05/2013	853.87	10/13	PD
	7679	STAPLES ADVANTAGE	STAPLES CITY CREDIT	8027250570	10/05/2013	480.66	10/13	PD
						373.21		*
Total FINANCE						571.38		
100-525211-299	POLICE - SUNDRY CONTRACT							
	8127	BMO HARRIS BANK, N.A.	BMO - Charcoal Grill	0486 10/13	10/15/2013	54.35	10/13	PD
	8127	BMO HARRIS BANK, N.A.	BMO - Kwik Trip	0486 10/13	10/15/2013	10.28	10/13	PD

PD = Fully Paid Invoice PR = Partially Paid Invoice

prepaid
10-25-2013

9

GL Acct No	Vendor	Vendor Name	Description	Invoice No	Inv Date	Amount	Period	
						64.63	*	
100-525211-310	POLICE - OFF SUPP-POSTAGE							
	8127	BMO HARRIS BANK, N.A.	BMO - Walmart	0486 10/13	10/15/2013	15.64	10/13	PD
	8127	BMO HARRIS BANK, N.A.	BMO - Arbor Products	0486 10/13	10/15/2013	29.80	10/13	PD
	8127	BMO HARRIS BANK, N.A.	BMO - Amazon - Keyboard	4250 10/13	10/15/2013	28.36	10/13	PD
	8127	BMO HARRIS BANK, N.A.	BMO - Amazon - Computer Supplies	4250 10/13	10/15/2013	63.91	10/13	PD
	8127	BMO HARRIS BANK, N.A.	BMO - Amazon - Black Leather Chairs	4250 10/13	10/15/2013	336.38	10/13	PD
	8127	BMO HARRIS BANK, N.A.	BMO - Amazon - Pentax Roll Paper	4250 10/13	10/15/2013	43.98	10/13	PD
	8127	BMO HARRIS BANK, N.A.	BMO - Amazon - Portable External Hard	4250 10/13	10/15/2013	69.99	10/13	PD
	8127	BMO HARRIS BANK, N.A.	BMO - Amazon -Smart Sign	4250 10/13	10/15/2013	38.99	10/13	PD
						627.05	*	
100-525211-330	POLICE - TRAVEL							
	8127	BMO HARRIS BANK, N.A.	BMO - Chula Vista	0486 10/13	10/15/2013	78.00	10/13	PD
	8127	BMO HARRIS BANK, N.A.	BMO - Travel Hotel	2547 10/13	10/15/2013	854.94	10/13	PD
	8127	BMO HARRIS BANK, N.A.	BMO - PATC Webinar Host	4250 10/13	10/15/2013	35.00	10/13	PD
	8127	BMO HARRIS BANK, N.A.	BMO - Travel Hotel	4250 10/13	10/15/2013	145.00	10/13	PD
						1,112.94	*	
Total POLICE DEPT.						1,804.62		
100-525220-220	FIRE - UTILITY SERVICES							
	3330	WE ENERGIES	8403-026-057 Fire Dept 165 Washingto	84030260571013	10/16/2013	805.81	10/13	PD
100-525220-240	FIRE - FUEL, OIL, LUBRICANTS							
	8127	BMO HARRIS BANK, N.A.	BMO - Fuel	9205 10/13	10/15/2013	49.00	10/13	PD
	8127	BMO HARRIS BANK, N.A.	BMO - Fuel	9205 10/13	10/15/2013	45.45	10/13	PD
						94.45	*	
100-525220-389	FIRE - PROTECTIVE CLOTHING							
	8127	BMO HARRIS BANK, N.A.	BMO - Burl Menswear -sew on name tag	9205 10/13	10/15/2013	15.77	10/13	PD
Total FIRE DEPT.						916.03		
100-525231-330	BLDG INSP - TRAVEL							
	3618	BIASEW	BIASEW PATRICK SCHERRER NOVE	111213	10/22/2013	75.00	10/13	PD
	8127	BMO HARRIS BANK, N.A.	BMO - Travel Hotel	6732 10/13	10/15/2013	240.00	10/13	PD
						315.00	*	
Total BUILDING INSP.						315.00		
100-535321-211	STREETS - PHYSICALS							
	4154	AURORA HEALTH CARE	Acct #600003826 - Jensen, D	1796758	10/13/2013	25.00	10/13	PD
	4154	AURORA HEALTH CARE	Acct #600003826 - Larson, M	1796758	10/13/2013	50.00	10/13	PD
						75.00	*	
100-535321-220	STREETS - UTILITIES							
	3330	WE ENERGIES	1638-891-345 DPW Bldg Electric (split)	16388913451013	10/18/2013	653.05	10/13	PD
100-535321-225	STREETS - TELEPHONE							
	4485	TDS TELECOM	TDS DPW 262-539-3770	262-539-3770 10/13	10/19/2013	76.86	10/13	PD
100-535321-261	STREETS - LIGHTING							
	3330	WE ENERGIES	0455-414-409 Traffic Lights	04554144091013	10/14/2013	214.16	10/13	PD
	3330	WE ENERGIES	0818-594-802 Sign Liberty & State Rd	08185948021013	10/20/2013	42.03	10/13	PD
	3330	WE ENERGIES	0838-352-542 Parking Lot Lighting	08383525421013	10/17/2013	25.79	10/13	PD
	3330	WE ENERGIES	0850-628-152 N Pine & Jefferson	08506281521013	10/17/2013	229.76	10/13	PD

PD = Fully Paid Invoice PR = Partially Paid Invoice

GL Acct No	Vendor	Vendor Name	Description	Invoice No	Inv Date	Amount	Period	
	3330	WE ENERGIES	2023-503-060 Stop Lights	20235030601013	10/20/2013	152.37	10/13	PD
	3330	WE ENERGIES	4404-149-064 300 N Main Street	44041490641013	10/14/2013	53.88	10/13	PD
	3330	WE ENERGIES	5043-084-318 200 Amanda Street	50430843181013	10/17/2013	22.78	10/13	PD
	3330	WE ENERGIES	5465-979-181 McHenry & Gardner	54659791811013	10/16/2013	67.19	10/13	PD
	3330	WE ENERGIES	5644-617-733 Traffic Signal	56446177331013	10/20/2013	143.31	10/13	PD
	3330	WE ENERGIES	6893-002-943 700 Black Hawk Dr Sign	68930029431013	10/17/2013	8.96	10/13	PD
	3330	WE ENERGIES	7255-756-558 McHenry & Milw Corner	72557565581013	10/16/2013	12.26	10/13	PD
						972.49	*	
100-535321-310	STREETS - OFF SUPP/POSTAGE							
	7679	STAPLES ADVANTAGE	STAPLES STREET OFFICE SUPPLIES	8027250570	10/05/2013	19.67	10/13	PD
100-535321-350	STREETS - REP MAINT SUPPLIES							
	1951	MENARDS	Refund credit to Menards was an in store	102213	10/22/2013	43.94	10/13	PD
	Total STREET ADMINISTRATION					1,841.01		
100-555551-211	PARKS - PHYSICALS							
	4154	AURORA HEALTH CARE	Acct #600003826 - Jensen, D	1796758	10/13/2013	25.00	10/13	PD
100-555551-220	PARKS - UTILITIES							
	3330	WE ENERGIES	0435-566-939 Washington & Main	04355669391013	10/14/2013	44.05	10/13	PD
	3330	WE ENERGIES	1638-891-345 DPW Bldg Electric (split)	16388913451013	10/18/2013	326.52	10/13	PD
						370.57	*	
100-555551-225	PARKS - TELEPHONE							
	4485	TDS TELECOM	TDS DPW 262-539-3770	262-539-3770 10/13	10/19/2013	38.43	10/13	PD
100-555551-244	PARKS - REPAIR MAINT EQUIPMENT							
	8127	BMO HARRIS BANK, N.A.	BMO - Lyons Truck Part	0447 10/13	10/15/2013	37.59	10/13	PD
100-555551-350	PARKS - REPAIR/MTCE SUPPLIES							
	1088	RUNDLE-SPENCE	Rundle-Spence - Parts for Echo Park Ba	S2200991.002	10/18/2013	85.70	10/13	PD
	Total PARKS					557.29		
	Total GENERAL FUND					13,267.75		
251-555511-211	PHYSICALS							
	4154	AURORA HEALTH CARE	Acct #600003826 - Fell, S	1796758	10/13/2013	96.00	10/13	PD
251-555511-220	UTILITIES							
	3330	WE ENERGIES	0810-148-657 PUBLIC LIBRARY	08101486571013	10/21/2013	1,456.76	10/13	PD
251-555511-225	TELEPHONE							
	8127	BMO HARRIS BANK, N.A.	BMO - Google (email monthly charge)	0568 10/13*	10/15/2013	50.00	10/13	PD
251-555511-242	REPAIR, MAINTENANCE EQUIPMENT							
	8127	BMO HARRIS BANK, N.A.	BMO - Office Depot	2596 10/13	10/15/2013	42.23	10/13	PD
251-555511-310	OFFICE SUPPLIES, POSTAGE							
	8127	BMO HARRIS BANK, N.A.	BMO - Walmart	0543 10/13	10/15/2013	73.99	10/13	PD
251-555511-312	COMPUTER SUPPLIES							

8127	BMO HARRIS BANK, N.A.	BMO - Best Buy	0568	10/13*	10/15/2013	359.99	10/13	PD
251-555511-318 AUTOMATION								
8127	BMO HARRIS BANK, N.A.	BMO - Techsoup	0568	10/13*	10/15/2013	22.00	10/13	PD
251-555511-330 INSERVICE TRAINING/TRAVEL								
8127	BMO HARRIS BANK, N.A.	BMO - WI Library Assco	2596	10/13	10/15/2013	232.00	10/13	PD
251-555511-345 PROGRAMS								
8127	BMO HARRIS BANK, N.A.	BMO - Amazon	1756	10/13	10/15/2013	50.00	10/13	PD
Total FUND EXPENSES						<u>2,382.97</u>		
Total LIBRARY OPERATIONS FUND						<u>2,382.97</u>		
470-515100-801 2012 3.19M 2 Yr Street Project								
5345	WE ENERGIES - BURLINGTON	Electric service for 165 W Washington S	3509175	08/21/2013		1,018.50	10/13	PD
Total 470-515100						<u>1,018.50</u>		
Total CAPITAL PROJ - INFRASTRUCTURE						<u>1,018.50</u>		
621-575740-220 WWTP-ELECTRIC								
3330	WE ENERGIES	0469-455-267 Highway 11 E State St	04694552671013	10/14/2013		112.09	10/13	PD
3330	WE ENERGIES	3602-583-285 4302 Lake St Electric	36025832851013	10/15/2013		27.81	10/13	PD
3330	WE ENERGIES	7672-906-685 Lift Station 2224 S Milw	76729066851013	10/07/2013		176.32	10/13	PD
3330	WE ENERGIES	8098-971-449 Sewer Lift - Fox River Lar	80989714491013	10/08/2013		31.02	10/13	PD
						347.24	*	
621-575740-225 TELEPHONE								
4485	TDS TELECOM	TDS WWTP 262-539-3646	262-539-3646	10/13	10/19/2013	182.08	10/13	PD
7692	VERIZON WIRELESS	SCADA WWTP Acct # 242013605-000C	9712994216	10/11/2013		49.10	10/13	PD
						231.18	*	
621-575740-298 CONTRACT SERVICE								
8127	BMO HARRIS BANK, N.A.	BMO - Vyron Corp	5513	10/13	10/15/2013	580.00	10/13	PD
621-575740-310 OFFICE SUPPLIES, POSTAGE								
5934	TIME WARNER CABLE-MILW	TIME WARNER CABLE WWTP	702658601	10/13	10/17/2013	109.95	10/13	PD
8127	BMO HARRIS BANK, N.A.	BMO - UPS	5513	10/13	10/15/2013	523.56	10/13	PD
						633.51	*	
621-575740-374 SAFETY								
4154	AURORA HEALTH CARE	Acct #600003826 - Weithaus, C	1796758	10/13/2013		54.00	10/13	PD
Total WASTEWATER FUND EXPENSES						<u>1,845.93</u>		
Total WASTEWATER OPERATIONS FUND						<u>1,845.93</u>		
622-506250-000 MAINTENANCE-SUPPLIES								
8127	BMO HARRIS BANK, N.A.	BMO - The Home Depot	5497	10/13	10/15/2013	78.65	10/13	PD

GL Acct No	Vendor	Vendor Name	Description	Invoice No	Inv Date	Amount	Period
Total 622-506250						78.65	
622-509210-000	OFFICE SUPPLY						
	4485 TDS TELECOM		TDS DPW 262-539-3770	62-539-3770 10/13	10/19/2013	76.86	10/13 PD
Total 622-509210						76.86	
622-509260-000	EMPLOYEE REIMBURSEMENT						
	6168 WI DNR-OPERATOR CERTIFICATION		WI DNR - Renewal for Harjes	102113GH	10/21/2012	45.00	10/13 PD
Total 622-509260						45.00	
622-509350-000	GENERAL PLANT-SUPPLIES						
	3330 WE ENERGIES		1638-891-345 DPW Bldg Electric (split)	16388913451013	10/18/2013	653.05	10/13 PD
Total 622-509350						653.05	
Total WATER UTILITY FUND						853.56	
Grand Total:						<u>19,368.71</u>	

Dated: _____

Motion for Approval by: _____

Motion Seconded by: _____

GL Acct No	Vendor	Vendor Name	Description	Invoice No	Inv Date	Amount	Period
100-454511-000	CLERKS REVENUE						
	5016	WI DEPT OF JUSTICE-2688	G1026T WI DEPT OF JUSTICE CIB	G1026T 09/13	10/01/2013	126.00	11/13
100-515111-399	CITY COUNCIL - PUBLICATION						
	2790	SOUTHERN LAKES NEWSPAPERS LI	STANDARD PRESS ORD	136489	10/10/2013	18.18	11/13
	2790	SOUTHERN LAKES NEWSPAPERS LI	Standard Press Legals - Minutes	136495	10/10/2013	91.46	11/13
	2790	SOUTHERN LAKES NEWSPAPERS LI	Legals - Hearing Aylward	138115	10/17/2013	56.22	11/13
	2790	SOUTHERN LAKES NEWSPAPERS LI	STANDARD PRESS MINUTES	138421	10/24/2013	75.43	11/13
	2790	SOUTHERN LAKES NEWSPAPERS LI	STANDARD PRESS ORD	138440	10/24/2013	20.47	11/13
	2790	SOUTHERN LAKES NEWSPAPERS LI	STANDARD PRESS BUDGET	139003	10/24/2013	210.26	11/13
						472.02	*
	Total CITY COUNCIL					472.02	
100-515121-243	MUNI COURT - SERVICE CONTRACTS						
	1584	JAMES IMAGING SYSTEMS, INC.	Muni Toshiba ES550	506132	10/16/2013	13.33	11/13
100-515121-298	MUNI COURT - CONTRACT SERVICES						
	4201	TITAN PUB.SAFETY SOLUTIONS,LLC	Custom Conversion-move databases to	3210	10/21/2013	150.00	11/13
100-515121-310	MUNI COURT - OFFICE SUPPLIES						
	5906	MINUTEMAN PRESS OF BURLINGTOI	Minuteman - Motion Forms	18335	10/09/2013	254.32	11/13
100-515121-344	MUNI COURT - JANITOR SUPPLIES						
	1951	MENARDS	City Hall Janitor Supplies	35325	10/17/2013	1.34	11/13
	Total MUNICIPAL COURT					418.99	
100-515132-310	ADMIN - OFF SUPP-POSTAGE						
	555	BURLINGTON AREA SCHOOL DIST.	BASD CITY HALL ADMIN PAPER	102313	10/23/2013	114.15	11/13
	3635	RICHTER'S MARKETPLACE	RICHTER FOODS CITY HALL	101813CH	10/18/2013	6.21	11/13
						120.36	*
100-515132-324	ADMIN - MEMBERSHIP DUES						
	4972	BURLINGTON ROTARY CLUB	BURLINGTON ROTARY CLUB K LAHN	51105	09/30/2013	183.00	11/13
100-515132-344	ADMIN - JANITOR SUPPLIES						
	1951	MENARDS	City Hall Janitor Supplies	35325	10/17/2013	15.78	11/13
100-515132-505	Admin - Legal Fees						
	3035	VONBRIESEN & ROPER, S.C.	Von Briesen & Roper - Personnel	8844	10/04/2013	2,300.50	11/13
	Total ADMINISTRATOR					2,619.64	
100-515140-310	CLERK - OFFICE SUPPLIES						
	3635	RICHTER'S MARKETPLACE	RICHTER FOODS CITY HALL	101813CH	10/18/2013	2.07	11/13
100-515140-344	CLERK - JANITOR SUPPLIES						
	1951	MENARDS	City Hall Janitor Supplies	35325	10/17/2013	1.34	11/13
	Total CITY CLERK					3.41	

GL Acct No	Vendor	Vendor Name	Description	Invoice No	Inv Date	Amount	Period
100-515141-310	FINANCE - OFFICE SUPP/POSTAGE						
	555	BURLINGTON AREA SCHOOL DIST.	BASD FINANCE PAPER	102313	10/23/2013	91.32	11/13
	2095	NAPOLI'S PIZZA RESTAURANT	NAPOLIS BUDGET MEETING	57881	10/23/2013	55.80	11/13
	2760	ST. CROIX COMPUTER GRAPHICS	ST CROIX COMPUTER GRAPHICS FIN	009671	10/24/2013	176.57	11/13
						323.69	*
100-515141-344	FINANCE - JANITOR SUPPLIES						
	1951	MENARDS	City Hall Janitor Supplies	35325	10/17/2013	8.28	11/13
100-515141-533	FINANCE - COPY MACHINE RENTAL						
	1584	JAMES IMAGING SYSTEMS, INC.	Fin Toshiba ES550	506132	10/16/2013	39.98	11/13
Total FINANCE						371.95	
100-515154-298	ASSESSOR - CONTRACT SERVICES						
	3034	ACCURATE	Assessment Services Invoices	SEPT2013	10/23/2013	5,100.00	11/13
Total ASSESSOR						5,100.00	
100-525211-225	POLICE - TELEPHONE						
	5016	WI DEPT OF JUSTICE-2688	WI DEPT OF JUSTICE TIME SYSTEM.	T15837	10/08/2013	370.50	11/13
100-525211-310	POLICE - OFF SUPP-POSTAGE						
	555	BURLINGTON AREA SCHOOL DIST.	BASD POLICE PAPER	102313	10/23/2013	68.49	11/13
	3635	RICHTER'S MARKETPLACE	RICHTER FOODS POLICE DEPT WAT	101113PD	10/11/2013	5.85	11/13
	3635	RICHTER'S MARKETPLACE	RICHTER FOODS POLICE DEPT	101513PD	10/15/2013	26.83	11/13
	5906	MINUTEMAN PRESS OF BURLINGTOI	Minuteman - Envelopes	18323	10/08/2013	219.07	11/13
	5906	MINUTEMAN PRESS OF BURLINGTOI	Minuteman - Notice of Violation	18376	10/11/2013	699.64	11/13
						1,019.88	*
100-525211-344	POLICE - JANITOR SUPPLIES						
	1951	MENARDS	MENARDS POLICE JANITOR SUPPLIE	34730	10/10/2013	61.94	11/13
	1951	MENARDS	MENARDS POLICE SUPPLIES	35326	10/17/2013	10.08	11/13
	2590	REINEMANS, INC.	REINEMANS POLICE SUPPLIES	37485	10/11/2013	35.04	11/13
						107.06	*
100-525211-346	POLICE - UNIFORM REPAIR/ETC						
	3558	LARK UNIFORM OUTFITTERS	LARK UNIFORM POLICE DEPT	149121	09/20/2013	38.00	11/13
100-525211-381	POLICE - INVESTIGATIONS						
	3626	INTOXIMETERS, INC.	INTOXIMETERS POLICE DEPT SUPPL	403566	10/03/2013	485.00	11/13
	5907	ACL LABORATORIES	ACL LAB 30002225-X661 POLICE DEP	201308-0	09/01/2013	52.50	11/13
	5907	ACL LABORATORIES	ACL LAB 30002225-X661 POLICE DEP	201309-0	10/01/2013	35.00	11/13
						572.50	*
Total POLICE DEPT.						2,107.94	
100-525220-242	FIRE - REPAIR & MAINT VEHICLES						
	1234	MAYER REPAIR	service call for 2009/9A009365	3322S	10/15/2013	485.91	11/13
	1234	MAYER REPAIR	service call For 1996/ VH447990	3340S	10/23/2013	653.52	11/13
	8542	RENNERT'S FIRE EQUIP SERV, INC	Equipment service test	29169	09/30/2013	1,297.00	11/13
						2,436.43	*
100-525220-244	FIRE - REPAIR MAINT EQUIPMENT						
	350	BATTERY PRODUCTS, INC.	BATTERY PRODUCTS FIRE DEPT SU	47169	10/15/2013	53.87	11/13
	390	BENDLIN FIRE EQUIP. CO., INC.	BENDLIN FIRE DEPT FIRE DEPT SUP	81914	10/17/2013	29.21	11/13
	1579	JEFFERSON FIRE & SAFETY	JEFFERSON FIRE & SAFETY FIRE DE	200485	10/03/2013	948.86	11/13

GL Acct No	Vendor	Vendor Name	Description	Invoice No	Inv Date	Amount	Period
	2590	REINEMANS, INC.	Reinemans - Fire Dept	37061	10/05/2013	18.12	11/13
	5477	BUMPER TO BUMPER	BUMPER TO BUMPER FIRE DEPT	252687	10/15/2013	119.88	11/13
						1,169.94	*
100-525220-248	FIRE - REPAIR MAINT BLDGS						
	1367	FLOORQUEST MILWAUKEE	Jubilee 3/8" Rolled Rubber	CG304297	09/19/2013	679.68	11/13
	1951	MENARDS	MENARDS FIRE BLDG MAINT	34727	10/10/2013	123.03	11/13
	1951	MENARDS	MENARDS FIRE BLDG MAINT	34874	10/11/2013	54.41	11/13
	2590	REINEMANS, INC.	Reinemans - Fire Dept	37382	10/10/2013	4.48	11/13
						861.60	*
100-525220-310	FIRE - OFFICE SUPPLIES						
	555	BURLINGTON AREA SCHOOL DIST.	BASD FIRE PAPER	102313	10/23/2013	45.66	11/13
	Total FIRE DEPT.					4,513.63	
100-535321-157	Inservice Training						
	3715	AMERICAN PUBLIC WORKS ASSOC.	APWA 2013 International Public Works	220438	10/01/2013	585.00	11/13
100-535321-159	STREETS - CLOTHING ALLOWANCE						
	117	ALSCO	ALSCO DPW - STREETS	IMIL734567	10/09/2013	123.84	11/13
	117	ALSCO	ALSCO DPW - STREETS	IMIL737101	10/16/2013	77.85	11/13
	117	ALSCO	ALSCO DPW - STREETS	IMIL739685	10/23/2013	75.00	11/13
						276.69	*
100-535321-242	STREETS - REP MAINT VEHICLES						
	1841	LYNCH TRUCK CENTER	LYNCH TRUCK CENTER UNIT 53	77129	10/04/2013	21.48	11/13
	3508	CREATIVE WELDING & FABRICATION	Creative Welding supplies	3273	10/03/2013	25.39	11/13
	3508	CREATIVE WELDING & FABRICATION	Creative Welding supplies	3274	10/03/2013	295.00	11/13
						341.87	*
100-535321-244	STREETS - REP MAINT EQUIPMENT						
	1820	LOIS TIRE SHOP, INC.	LOIS TIRE SHOP DPW TIRE REPAIR	333749	10/07/2013	33.00	11/13
	2060	MOTOR PARTS COMPANY, LLC.	MOTOR PARTS DPW UNIT 400	231199	10/15/2013	34.38	11/13
						67.38	*
100-535321-248	STREETS REP & MAINT BLDG						
	117	ALSCO	ALSCO DPW - Water, Streets & Park	IMIL734568	10/09/2013	40.16	11/13
	117	ALSCO	ALSCO DPW - Water, Streets & Park	IMIL739686	10/23/2013	40.16	11/13
						80.32	*
100-535321-298	STREETS - CONTRACT SERVICES						
	2590	REINEMANS, INC.	Reinemans - rental	29959	06/29/2013	105.60	11/13
	2730	SIMPLEX GRINNELL LP	Simplex Grinnell DPW Annual Billing	76504535	09/30/2013	536.80	11/13
	3070	WANASEK CORPORATION	WANASEK TRUCK SWEEPER	2981	10/10/2013	4,050.00	11/13
	4217	KAPUR & ASSOCIATES, INC.	Kapur 13.0260.01 WE Energies Air Liqu	80762	09/16/2013	994.50	11/13
	4217	KAPUR & ASSOCIATES, INC.	Kapur 12.0271.01 Urban Forest GIS	80829	09/19/2013	337.50	11/13
	4217	KAPUR & ASSOCIATES, INC.	Kapur 13.0232.01 Echo Lake Dam	80963	10/07/2013	1,888.00	11/13
	4217	KAPUR & ASSOCIATES, INC.	Kapur 13.0260.01 WE Energies Air Liqu	81044	10/08/2013	1,436.50	11/13
	5164	DONERITE JANITORIAL SERV INC.	DONERITE NOV CLEANING DPW	2466	10/22/2013	288.00	11/13
						9,636.90	*
100-535321-310	STREETS - OFF SUPP/POSTAGE						
	8696	CANON SOLUTIONS AMERICA, INC	Copier - DPW Serial FRU34827	4010978805	10/05/2013	29.91	11/13
100-535321-350	STREETS - REP MAINT SUPPLIES						
	782	CHEMSEARCH	Thread-EZE Ultra Top	1261581	10/12/2013	162.25	11/13
	930	CRESCENT ELECTRIC SUPPLY CORI	CRESCENT ELECTRIC DPW LAMP	105-598597-00	10/10/2013	151.20	11/13
	1457	HUMPHREY SERVICE & PARTS, INC.	HUMPHEY SERVICE DPW STOCK	1117032	10/02/2013	144.55	11/13
	1457	HUMPHREY SERVICE & PARTS, INC.	HUMPHEY SERVICE DPW STOCK	1117199	10/03/2013	60.74	11/13
	1457	HUMPHREY SERVICE & PARTS, INC.	HUMPHEY SERVICE DPW STOCKS	1117460	10/07/2013	34.32	11/13
	1457	HUMPHREY SERVICE & PARTS, INC.	HUMPHEY SERVICE DPW STOCK	1118140	10/11/2013	91.66	11/13
	1457	HUMPHREY SERVICE & PARTS, INC.	HUMPHEY SERVICE DPW STOCK	1118386	10/15/2013	41.94	11/13

GL Acct No	Vendor	Vendor Name	Description	Invoice No	Inv Date	Amount	Period
1457	HUMPHREY SERVICE & PARTS, INC.	HUMPHREY SERVICE & PARTS, INC.	HUMPHEY SERVICE DPW STOCK	1118833	10/17/2013	47.16	11/13
1457	HUMPHREY SERVICE & PARTS, INC.	HUMPHREY SERVICE & PARTS, INC.	HUMPHEY SERVICE DPW STOCKS	1119288	10/22/2013	16.00	11/13
1457	HUMPHREY SERVICE & PARTS, INC.	HUMPHREY SERVICE & PARTS, INC.	HUMPHEY SERVICE DPW STOCK	1119304	10/22/2013	60.12	11/13
1951	MENARDS	MENARDS	MENARDS DPW SUPPLIES	34443	10/07/2013	22.78	11/13
2008	MILLER-BRADFORD & RISBERG INC.	MILLER-BRADFORD & RISBERG INC.	MILLER-BRADFORD DPW STOCK	IB62100	10/18/2013	47.41	11/13
2060	MOTOR PARTS COMPANY, LLC.	MOTOR PARTS COMPANY, LLC.	MOTOR PARTS DPW PARTS	230850	10/04/2013	34.98	11/13
2060	MOTOR PARTS COMPANY, LLC.	MOTOR PARTS COMPANY, LLC.	Motor Parts - Cabinet Assortment	231268	10/16/2013	129.00	11/13
2060	MOTOR PARTS COMPANY, LLC.	MOTOR PARTS COMPANY, LLC.	MOTOR PARTS DPW UNIT 509	231420	10/21/2013	47.51	11/13
2590	REINEMANS, INC.	REINEMANS, INC.	Reinemans - Hardware	37393	10/10/2013	7.44	11/13
2590	REINEMANS, INC.	REINEMANS, INC.	REINEMANS DPW	37607	10/14/2013	7.64	11/13
2590	REINEMANS, INC.	REINEMANS, INC.	Reinemans - Streets Supplies	37785	10/16/2013	3.14	11/13
2590	REINEMANS, INC.	REINEMANS, INC.	Reinemans - Streets Supplies	37792	10/16/2013	3.85	11/13
2608	R.K.W. REDI-MIX CONCRETE INC.	R.K.W. REDI-MIX CONCRETE INC.	RKW DPW #4 REBAR	49420	09/17/2013	22.00	11/13
2608	R.K.W. REDI-MIX CONCRETE INC.	R.K.W. REDI-MIX CONCRETE INC.	RKW DPW GREENCASTLE	49560	09/20/2013	319.25	11/13
2608	R.K.W. REDI-MIX CONCRETE INC.	R.K.W. REDI-MIX CONCRETE INC.	RKW DPW GREENCASTLE	50363	10/10/2013	103.00	11/13
2720	SHERWIN INDUSTRIES, INC.	SHERWIN INDUSTRIES, INC.	credit	CREDIT002888	10/11/2013	270.00	11/13
2720	SHERWIN INDUSTRIES, INC.	SHERWIN INDUSTRIES, INC.	SHERWIN INDUSTRIES PAINT DPW	SS052816	10/11/2013	189.00	11/13
2860	TAPCO	TAPCO	TAPCO DPW	143685	10/16/2013	196.19	11/13
3450	ZEP SALES & SERVICE	ZEP SALES & SERVICE	ZEP MANUFACTURING DPW SUPPLI	9000557211	10/03/2013	263.66	11/13
7406	OTTO PAAP CO, INC	OTTO PAAP CO, INC	Otto Paap - Street Dept Stock	88610	10/18/2013	24.30	11/13
7406	OTTO PAAP CO, INC	OTTO PAAP CO, INC	Otto Paap - Street Dept Stock	88611	10/18/2013	23.12	11/13
						1,984.21	*
Total STREET ADMINISTRATION						13,002.28	
100-555551-159	PARKS - CLOTHING						
117	ALSCO	ALSCO	ALSCO DPW - PARKS	IMIL734567	10/09/2013	40.00	11/13
117	ALSCO	ALSCO	ALSCO DPW - PARKS	IMIL737101	10/16/2013	30.00	11/13
117	ALSCO	ALSCO	ALSCO DPW - PARKS	IMIL739685	10/23/2013	30.00	11/13
						100.00	*
100-555551-242	PARKS - REPAIR MAINT VEHICLES						
1171	ERICKSON AUTO TRIM, INC.	ERICKSON AUTO TRIM, INC.	Upholstery repair unit 53	16830	10/14/2013	275.00	11/13
1457	HUMPHREY SERVICE & PARTS, INC.	HUMPHREY SERVICE & PARTS, INC.	Unit 810 - Parts	1117082	10/02/2013	303.57	11/13
1820	LOIS TIRE SHOP, INC.	LOIS TIRE SHOP, INC.	LOIS TIRE DPW TIRE REPAIR	332812	09/20/2013	34.00	11/13
2060	MOTOR PARTS COMPANY, LLC.	MOTOR PARTS COMPANY, LLC.	MOTOR PARTS DPW UNIT 53	231070	10/10/2013	223.95	11/13
						836.52	*
100-555551-244	PARKS - REPAIR MAINT EQUIPMENT						
1820	LOIS TIRE SHOP, INC.	LOIS TIRE SHOP, INC.	LOIS TIRE DPW TIRE REPAIR	333601	10/07/2013	433.92	11/13
1820	LOIS TIRE SHOP, INC.	LOIS TIRE SHOP, INC.	LOIS TIRE - 2013 Mower	333788	10/09/2013	519.98	11/13
2008	MILLER-BRADFORD & RISBERG INC.	MILLER-BRADFORD & RISBERG INC.	MILLER BRADFORD DPW UNIT 604	IB61987	10/04/2013	172.03	11/13
						1,125.93	*
100-555551-248	PARKS - REPAIR MAINT BLDGS						
117	ALSCO	ALSCO	ALSCO DPW - Water, Streets & Park	IMIL734568	10/09/2013	20.07	11/13
117	ALSCO	ALSCO	ALSCO DPW - Water, Streets & Park	IMIL739686	10/23/2013	20.07	11/13
						40.14	*
100-555551-298	PARKS - OUTSIDE SERVICES						
1422	NORTHWIND PERENNIAL FARM	NORTHWIND PERENNIAL FARM	partial pmnt for 109 S Kane St	6085	10/21/2013	225.00	11/13
2330	PATS SERVICES, INC	PATS SERVICES, INC	CITY OF BURLINGTON DEVOR PARK	A-93338	10/08/2013	70.00	11/13
2330	PATS SERVICES, INC	PATS SERVICES, INC	CITY OF BURLINGTON BUSHNELL PA	A-93401	10/11/2013	80.00	11/13
2330	PATS SERVICES, INC	PATS SERVICES, INC	CITY OF BURLINGTON RIVERSIDE PA	A-93412	10/11/2013	160.00	11/13
2330	PATS SERVICES, INC	PATS SERVICES, INC	CITY OF BURLINGTON COMPOST SIT	A-93430	10/11/2013	80.00	11/13
2330	PATS SERVICES, INC	PATS SERVICES, INC	CITY OF BURLINGTON DOG PARK	A-93776	09/23/2013	80.00	11/13
2570	REESMAN'S EXC. & GRADING, INC.	REESMAN'S EXC. & GRADING, INC.	Shredded Topsoil Picked Up	20130413	09/30/2013	768.00	11/13
2587	REINDERS INC	REINDERS INC	Reinders- application fee	142709802	10/16/2013	600.00	11/13
2730	SIMPLEX GRINNELL LP	SIMPLEX GRINNELL LP	Simplex Grinnell DPW Annual Billing	76504535	09/30/2013	268.40	11/13
3635	RICHTER'S MARKETPLACE	RICHTER'S MARKETPLACE	Richter's - DPW	101613DPW	10/16/2013	78.96	11/13
3640	LAWN RANGERS	LAWN RANGERS	Equipment Rental / Bale Chopper	1342	10/02/2013	255.00	11/13

GL Acct No	Vendor	Vendor Name	Description	Invoice No	Inv Date	Amount	Period
	4217	KAPUR & ASSOCIATES, INC.	Kapur 12.0271.01 Urban Forest GIS	81041	10/08/2013	450.00	11/13
	5164	DONERITE JANITORIAL SERV INC.	DONERITE NOV CLEANING DPW	2466	10/22/2013	144.00	11/13
						3,259.36	*
100-555551-350	PARKS - REPAIR/MTCE SUPPLIES						
	1951	MENARDS	MENARDS PARK DEPT	35061	10/14/2013	56.28	11/13
	2341	PAYNE & DOLAN, INC.	Payne & Dolan - Parks Dept	1240079	10/17/2013	147.71	11/13
	2341	PAYNE & DOLAN, INC.	Payne & Dolan - Parks Dept	1240102	11/01/2013	20.00	11/13
						223.99	*
	Total PARKS					5,585.94	
100-565641-298	PLAN COMM - CONTRACT SVCS						
	4217	KAPUR & ASSOCIATES, INC.	Kapur 13.0056.01 Bear Riverwalk Plan I	80955	10/07/2013	103.00	11/13
	4217	KAPUR & ASSOCIATES, INC.	Kapur 13.0291.01 Scherrer_Spring_Bro	80961	10/07/2013	239.50	11/13
	4217	KAPUR & ASSOCIATES, INC.	Kapur 13.0010.01 Burlington General 2C	81042	10/08/2013	103.00	11/13
						445.50	*
	Total PLANNING COMMISSION					445.50	
100-575710-299	GARBAGE- CNTRCT SVCS LANDFILL						
	4217	KAPUR & ASSOCIATES, INC.	Kapur 13.0090.01 Burlington Landfill 20	81010	10/07/2013	3,722.72	11/13
	Total GARBAGE COLLECTION					3,722.72	
	Total GENERAL FUND					38,490.02	
251-555511-211	PHYSICALS						
	5016	WI DEPT OF JUSTICE-2688	G1026T WI DEPT OF JUSTICE CIB	G1026T 09/13	10/01/2013	7.00	11/13
251-555511-225	TELEPHONE						
	5934	TIME WARNER CABLE-MILW	TIME WARNER CABLE EXTRA BAND	1013TWC	10/22/2013	73.52	11/13
251-555511-242	REPAIR, MAINTENANCE EQUIPMENT						
	1368	GORDON FLESCH COMPANY, INC.	GORDON FLESCH LIBRARY MAINTEN	10539625	10/22/2013	403.29	11/13
	5630	AMAZON.COM/GE MONEY	AMACON.COM, LIBRARY	1013AMAZ1	10/22/2013	27.94	11/13
	7679	STAPLES ADVANTAGE	STAPLES TONER CARTRIDGES	8027308750	10/22/2013	439.18	11/13
						870.41	*
251-555511-247	REPAIR, MAINTENANCE BUILDING						
	1951	MENARDS	MENARDS LIBRARY BLDG MAINT	35254	10/22/2013	152.95	11/13
	2590	REINEMANS, INC.	Reinemans - Library	36450	10/22/2013	56.13	11/13
						209.08	*
251-555511-310	OFFICE SUPPLIES, POSTAGE						
	555	BURLINGTON AREA SCHOOL DIST.	BASD LIBRARY PAPER	102313	10/23/2013	68.49	11/13
	1010	DEMCO	DEMCO LIBRARY TECH SERVICE SU	5089535	10/22/2013	280.86	11/13
	2365	PETTY CASH LIBRARY	PETTY CASH LIBRARY	102213	10/22/2013	92.83	11/13
	2590	REINEMANS, INC.	REINEMANS LIBRARY SUPPLIES	37068	10/22/2013	17.08	11/13
	3635	RICHTER'S MARKETPLACE	LIBRARY SUPPLIES	92413RM	10/22/2013	32.73	11/13
	7679	STAPLES ADVANTAGE	COFFEE MAKER & SUPPLIES	8027308750B	10/22/2013	85.07	11/13
						577.06	*
251-555511-327	MATERIALS						
	128	PENWORTHY COMPANY	PENWORTH, LIBRARY MATERIALS	261699	10/22/2013	963.00	11/13
	300	BAKER & TAYLOR	BAKER & TAYLOR LIBRARY MATERIA	2028616382	10/22/2013	2,284.87	11/13

GL Acct No	Vendor	Vendor Name	Description	Invoice No	Inv Date	Amount	Period
	302	BAKER & TAYLOR CONT. SERVICE	BAKER & TAYLOR CONTINUATION, L	5012806792	10/22/2013	527.36	11/13
	3529	RECORDED BOOKS LLC	LIBRARY AUDIOBOOKS	74814603	10/22/2013	160.97	11/13
	4072	MICROMARKETING ASSOCIATES	MICROMARKETING LIBRARY MATER	499310	10/22/2013	371.04	11/13
	4242	GREY HOUSE PUBLISHING	Library Reference Materials	867077	10/22/2013	434.10	11/13
	5139	JUNIOR LIBRARY GUILD	JUNIOR LIBRARY GUIDE JUV MATER	200312	10/22/2013	598.50	11/13
	5323	MICHAEL FREDERICK	MICHAEL FREDERICK LIBRARY MATE	659717	10/22/2013	70.00	11/13
	5630	AMAZON.COM/GE MONEY	AMAZON.COM LIBRARY	1013AMAZ2	10/22/2013	54.14	11/13
	7607	MIDWEST TAPE, LLC	MIDWEST TAPE LIBRARY DVD'S & CI	9319610	10/22/2013	1,191.33	11/13
	7754	CENGAGE LEARNING	Library Large Print Materials	50521426	10/22/2013	254.90	11/13
						6,910.21	*
Total FUND EXPENSES						8,647.28	
Total LIBRARY OPERATIONS FUND						8,647.28	
463-565641-298	CONTRACT SERVICES						
	5513	ASSOCIATED BANK	Associated Bank - Issuer ID 122-201	379	10/11/2013	363.00	11/13
Total PLANNING COMMISSION						363.00	
Total 1992 TIF #3 FUND						363.00	
465-525211-800	POLICE OUTLAY						
	8167	QUALITY DOOR AND HARDWARE	Quality Door and Hardware	0711652-IN	08/19/2013	2,177.00	11/13
465-525211-803	Communication Equipment						
	7712	RACINE COUNTY	Equipment for the radio expansion proje	494954	09/16/2013	4,880.00	11/13
Total POLICE DEPT.						7,057.00	
Total CAPITAL REPLACEMENT FUND						7,057.00	
470-515100-801	2012 3.19M 2 Yr Street Project						
	3070	WANASEK CORPORATION	Washington Street Improvements	13-456-02	10/24/2013	16,070.00	11/13
	4217	KAPUR & ASSOCIATES, INC.	Kapur 13.0144.01 Rail Road Quiet Zone	80832	09/19/2013	1,727.00	11/13
	4217	KAPUR & ASSOCIATES, INC.	Kapur 13.0144.01 Rail Road Quiet Zone	81043	10/08/2013	42.50	11/13
						17,839.50	*
Total 470-515100						17,839.50	
470-525220-800	FD Parking Lot/Washington St						
	3070	WANASEK CORPORATION	Washington Street Improvements	13-456-02	10/24/2013	76,399.12	11/13
Total 470-525220						76,399.12	

GL Acct No	Vendor	Vendor Name	Description	Invoice No	Inv Date	Amount	Period
Total CAPITAL PROJ - INFRASTRUCTURE						94,238.62	
501-514900-000	ADMINISTRATIVE EXPENSES						
	8222	LABYRINTH HEALTHCARE GROUP	Monthly fee for Advocacy Serv	19160	10/20/2013	161.20	11/13
Total ADMINISTRATIVE						161.20	
Total SELF INSURANCE FUND						161.20	
621-181000	CONSTRUCTION IN PROGRESS						
	4217	KAPUR & ASSOCIATES, INC.	Kapur 12.0077.01 Phase II - WWTF Upg	81038	10/08/2013	31,860.50	11/13
	5605	CUMMINS NPOWER,LLC	CUMMINS- new generator	806-40355	10/11/2013	70,955.00	11/13
	8641	STAAB CONSTRUCTION CORP.	PHASE II-WWTF UPGRADES & IMPROV	051513 PMNT 13	10/09/2013	59,200.00	11/13
						162,015.50	*
621-575740-159	CLOTHING ALLOWANCE						
	117	ALSCO	ALSCO WWTP	IMIL734570	10/09/2013	76.99	11/13
	117	ALSCO	ALSCO WWTP	IMIL737103	10/16/2013	121.46	11/13
	117	ALSCO	ALSCO WWTP	IMIL739688	10/23/2013	73.49	11/13
						271.94	*
621-575740-225	TELEPHONE						
	8538	ZIPLOCAL	Acct. 0001069882/0 Walworth Advertis	101113WWTP	10/11/2013	456.00	11/13
621-575740-242	REPAIR,MAINTENANCE VEHICLES						
	1820	LOIS TIRE SHOP,INC.	LOIS TIRE SHOP WWTP	334376	10/17/2013	688.75	11/13
	2010	MILLER MOTOR SALES, INC.	MILLER MOTOR TRUCK #78	126674	10/14/2013	93.20	11/13
	5477	BUMPER TO BUMPER	BUMPER TO BUMPER BATTERY	252203	10/07/2013	107.14	11/13
						889.09	*
621-575740-244	REPAIRS,MAINT EQUIPMENT						
	20	A TO Z REFRIGERATION	WWTP Supplies	83444	09/30/2013	124.90	11/13
	117	ALSCO	ALSCO WWTP	IMIL734570	10/09/2013	7.30	11/13
	117	ALSCO	ALSCO WWTP	IMIL737103	10/16/2013	7.30	11/13
	117	ALSCO	ALSCO WWTP	IMIL737104	10/16/2013	92.41	11/13
	117	ALSCO	ALSCO WWTP	IMIL739688	10/23/2013	7.30	11/13
	5164	DONERITE JANITORIAL SERV INC.	DONERITE JANITORIAL WWTP OCT 1	2467	10/22/2013	1,200.00	11/13
	5477	BUMPER TO BUMPER	BUMPER TO BUMPER WWTP	252068	10/04/2013	138.91	11/13
	5477	BUMPER TO BUMPER	BUMPER TO BUMPER WWTP	252767	10/17/2013	28.88	11/13
	8151	UNISON SOLUTIONS, INC	Bearing, Seal Kit & Oil	2013-3537	10/09/2013	1,165.08	11/13
						2,772.08	*
621-575740-248	PLANT OPERATION						
	2330	PATS SERVICES, INC	Pats Services - Pumping Tanks	643704	10/01/2013	855.00	11/13
	7282	TELEDYNE ISCO, INC.	TELEDYNE ISCO WWTP SUPPLIES	S125000011661	10/16/2013	403.60	11/13
						1,258.60	*
621-575740-249	LABORATORY						
	117	ALSCO	ALSCO WWTP	IMIL734570	10/09/2013	4.57	11/13
	117	ALSCO	ALSCO WWTP	IMIL737103	10/16/2013	4.57	11/13
	117	ALSCO	ALSCO WWTP	IMIL737104	10/16/2013	53.89	11/13
	117	ALSCO	ALSCO WWTP	IMIL739688	10/23/2013	4.57	11/13
	936	CULLIGAN OF BURLINGTON	CULLIGAN M9 MIXED BED 9" SERVICE	500X01244900	09/30/2013	222.25	11/13
	2180	NCL OF WISCONSIN, INC	NCL OF WISCONSIN WWTP SUPPLIE	328071	10/02/2013	161.05	11/13

GL Acct No	Vendor	Vendor Name	Description	Invoice No	Inv Date	Amount	Period
621-575740-298	CONTRACT SERVICE					450.90	*
	8149	BJELAJAC, JOHN M	2012 WWTF Upgrades	12100-041D 4	09/30/2013	150.00	11/13
	8149	BJELAJAC, JOHN M	Attorney Fees for Sanitary Sewer Contra	13100-018D 7	09/30/2013	660.00	11/13
						810.00	*
621-575740-310	OFFICE SUPPLIES, POSTAGE						
	2470	QUILL CORPORATION	QUILL CREDIT	328040	09/27/2013	10.00	11/13
	2470	QUILL CORPORATION	QUILL CORP WWTP OFFICE SUPPLIE	6004307	09/27/2013	215.94	11/13
	8696	CANON SOLUTIONS AMERICA, INC	Copier - WWTP Serial FRU35325	4010979683	10/05/2013	39.00	11/13
						244.94	*
621-575740-353	REPAIR & MAINT LIFT STATIONS						
	5477	BUMPER TO BUMPER	BUMPER TO BUMPER WWTP	251845	10/01/2013	52.92	11/13
	5477	BUMPER TO BUMPER	BUMPER TO BUMPER CREDIT	252068	10/04/2013	36.07	11/13
						16.85	*
621-575740-371	REG/PERMITS/OUTSIDE TESTING						
	8569	ENVIRONMENTAL CONSULTING &	Acute & Chronic Test Battery	1236	10/16/2013	1,300.00	11/13
621-575740-374	SAFETY						
	3635	RICHTER'S MARKETPLACE	RICHTER FOODS SAFETY TRAINING	101013WWTP	10/10/2013	36.74	11/13
	3635	RICHTER'S MARKETPLACE	1st aid training	101413WWTP	10/14/2013	52.24	11/13
						88.98	*
Total WASTEWATER FUND EXPENSES						8,559.38	
Total WASTEWATER OPERATIONS FUND						170,574.88	
622-503460-000	METERS & LABOR						
	3568	BADGER METER, INC.	Badger Meters - 2" Compound Meters	12147805	09/12/2013	14,960.52	11/13
	3568	BADGER METER, INC.	Badger credit inv	12534500	09/18/2013	1,123.00	11/13
						13,837.52	*
Total 622-503460						13,837.52	
622-506230-000	SUPPLIES						
	2723	SHERWIN-WILLIAMS	SHERSHERWIN WILLIAMS PAINT SUI	4687-4	09/30/2013	393.96	11/13
	3120	WELDERS SUPPLY COMPANY	WELDERS SUPPLY CO WATER DEP	242505	10/08/2013	38.46	11/13
						432.42	*
Total 622-506230						432.42	
622-506250-000	MAINTENANCE-SUPPLIES						
	20	A TO Z REFRIGERATION	#10 Radium Bldg Dehumidifier Repair	83490	09/30/2013	80.00	11/13
	2590	REINEMANS, INC.	REINEMANS WATER DEPT WELL #11	37285	10/09/2013	7.90	11/13
	2590	REINEMANS, INC.	REINEMANS WATER DEPT WELL #11	37375	10/10/2013	47.19	11/13
	5095	KOCH KUTS	KOCK KUTS FALL APPLICATION	CLIP14848	09/30/2013	843.90	11/13
						978.99	*
Total 622-506250						978.99	
622-506410-000	SUPPLIES						
	2590	REINEMANS, INC.	REINEMANS WATER DEPT SUPPLIES	37892	10/17/2013	17.05	11/13

GL Acct No	Vendor	Vendor Name	Description	Invoice No	Inv Date	Amount	Period
Total 622-506410						17.05	
622-506500-000	RESERVOIRS & SUPPLES						
	5372	CORRPRO COMPANIES	Inspection Service	195740	09/30/2013	2,050.00	11/13
Total 622-506500						2,050.00	
622-506540-000	HYDRANTS & SUPPLIES						
	1316	FERGUSON WATERWORKS #1476	HYD PAINTING	4094	10/14/2013	9,690.00	11/13
Total 622-506540						9,690.00	
622-509030-000	OFFICE SUPPLIES						
	117	ALSCO	ALSCO WATER DEPT	IMIL734569	10/09/2013	27.47	11/13
	117	ALSCO	ALSCO WATER DEPT	IMIL737102	10/16/2013	27.47	11/13
						54.94	*
Total 622-509030						54.94	
622-509210-000	OFFICE SUPPLY						
	4211	FEDEX	FedEx - Water Dept	2-427-26785	10/09/2013	20.31	11/13
	8696	CANON SOLUTIONS AMERICA, INC	Copier - DPW Serial FRU34827	4010978805	10/05/2013	19.93	11/13
						40.24	*
Total 622-509210						40.24	
622-509230-000	OUTSIDE SERVICES						
	2730	SIMPLEX GRINNELL LP	Simplex Grinnell DPW Annual Billing	76504535	09/30/2013	536.80	11/13
	4244	CTW CORPORATION	CTW - Repairs Well #7 and Well #11	21466	10/08/2013	1,975.00	11/13
						2,511.80	*
Total 622-509230						2,511.80	
622-509300-000	MISCELLANEOUS-SUPPLIES						
	2790	SOUTHERN LAKES NEWSPAPERS LI	Rate Increase Notice	134942	09/26/2013	38.12	11/13
Total 622-509300						38.12	
622-509330-000	TRANSPORTATION-SUPPLIES						
	1820	LOIS TIRE SHOP, INC.	LOIS TIRE SHOP WATER DEPT	332549	09/16/2013	35.00	11/13
	2354	PERFORMANCE TIRE & AUTO	Repairs for 2002 GMC - Sierra 2500 HD	105531	10/21/2013	612.00	11/13
	2354	PERFORMANCE TIRE & AUTO	Repairs for 2011 Ford - Pickup F250	105563	10/22/2013	647.00	11/13
						1,294.00	*

GL Acct No	Vendor	Vendor Name	Description	Invoice No	Inv Date	Amount	Period
Total 622-509330						1,294.00	
622-509350-000	GENERAL PLANT-SUPPLIES						
	117	ALSCO	ALSCO DPW - Water, Streets & Park	IMIL734568	10/09/2013	40.16	11/13
	117	ALSCO	ALSCO DPW - Water, Streets & Park	IMIL739686	10/23/2013	40.16	11/13
	2590	REINEMANS, INC.	REINEMANS WATER DEPT SUPPLIES	37944	10/18/2013	4.30	11/13
	5164	DONERITE JANITORIAL SERV INC.	DONERITE NOV CLEANING DPW	2466	10/22/2013	288.00	11/13
						372.62	*
Total 622-509350						372.62	
Total WATER UTILITY FUND						31,317.70	
623-575740-242	REPAIR, MAINTENANCE EQUIPMENT						
	5117	HUGHES ELECTRIC, INC	AIRPORT - REPAIRED RUNWAY LIGH	11140	10/14/2013	1,930.00	11/13
623-575740-245	REPAIR, MAINTENANCE GROUNDS						
	5117	HUGHES ELECTRIC, INC	Airport grass cutting	11139	10/14/2013	712.00	11/13
623-575740-298	CONTRACT SERVICES						
	5538	MEISNER, GARY	GARY MEISNER AIRPORT CONTRAC	NOV 2013	11/05/2013	309.00	11/13
	6280	BURLINGTON DEVELOPMENT GROU	TIME WARNER	NOV2013	10/15/2013	55.00	11/13
	6280	BURLINGTON DEVELOPMENT GROU	Reimbursable Outside Service - Cleanin	NOV2013	10/15/2013	350.00	11/13
						714.00	*
623-575740-450	RENT						
	6280	BURLINGTON DEVELOPMENT GROU	NOVEMBER OFFICE RENT	NOV2013	10/15/2013	865.00	11/13
Total 623-575740						4,221.00	
Total AIRPORT FUND						4,221.00	
Grand Total:						355,070.70	

Dated: _____

Motion for Approval by: _____

Motion Seconded by: _____

Emp No	Name	21-01 MISC REIMB Emp Amt	22-00 MOVING EXP Emp Amt	-00 Emp Amt	23-01 MILEAGE Emp Amt	23-02 MEALS Emp Amt	23-03 OTHER TRAV Emp Amt	Total Amounts
100011287	DEQUAKER, STEVEN J.	.00	.00	.00	36.16	.00	.00	36.16
100041111	DILLON, DEBRA L.	.00	.00	.00	182.59	86.00	210.00	478.59
100051135	NIEDERER, JOHN R.	105.00	.00	.00	75.14	26.00	.00	206.14
100081122	FALK, GAYLE A	.00	.00	.00	40.68	20.00	.00	60.68
Grand Totals:	4 Employees	105.00	.00	.00	334.57	132.00	210.00	781.57

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	91.76	16.00	.00	107.76
100041398	WANGNOSS, BRYAN F.	.00	.00	.00	.00	16.00	.00	16.00
100041420	BAUMHARDT, MATTHEW R	.00	.00	.00	.00	16.00	.00	16.00
100081122	FALK, GAYLE A	.00	.00	.00	132.21	40.00	.00	172.21
100081203	SCHNUPP, JOY H.	.00	.00	.00	190.98	.00	.00	190.98
100081204	RYBARCZYK, CAROLE A.	.00	.00	.00	169.50	50.00	.00	219.50
Grand Totals:	6 Employees	.00	.00	.00	584.45	138.00	.00	722.45



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: 10	Date: November 5, 2013
Submitted By: Diahnn Halbach, City Clerk	Subject: Licenses & Permits

APPROVALS

OPERATOR'S LICENSES RECOMMENDED FOR APPROVAL

Andrews, Kelly M.
Cook, Veronica Louise
Escobar, Tasha Mae
Koenen, Carolyn Lee
Lindberg, Corrine Ann
Longo, Felicia Dawn
Martinez Salazar, Ismael
Nevitt, Kenneth Eric

SPECIAL EVENTS PERMIT – NONE

Organization:
Event:
Date of Event:
Time of Event:
Event Location:

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 November 5, 2013 Common Council meeting.



CITY OF BURLINGTON

Finance Department

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

Common Council Agenda Item Number: 13A	Date: November 15, 2013
Submitted By: Steve DeQuaker, City Treasurer	Subject: Resolution 4636(26) to approve an engagement letter with Patrick Romenesko for the 2013 audit for the not-to-exceed amount of \$31,600.

Details:

Attached is a copy of Patrick Romenesko's letter of engagement outlining his services and the purpose of the 2013 Annual audit of the City's financial operations. Mr. Romenesko has provided this service well for many years and has good knowledge of the City's financial operations.

The amount of this engagement is not to exceed \$31,600. This is \$400 more than the 2012 Annual Audit. The 2012 Audit actual expenditure was \$31,200, per the accepted engagement.

This fee includes filing of PSC required reports, Required Form C reports, the Audit and various meetings at City Hall as needed throughout the year.

I recommend that the Common Council accept the engagement letter from Patrick Romenesko for the not-to-exceed amount of \$31,600 and approve his services for the 2012 Annual audit.

Options & Alternatives:

The Common Council could choose to not accept the engagement letter from Mr. Romenesko and put the service out to bid. This could delay the time frame of our audit. We would lose the advantage of working with an auditor who is familiar with the operation and accounts of the City, thus incurring a more significant fee to conduct the audit.

Financial Remarks:

The 2013 Audit is increased by \$400 or 1.3% over the 2012 Audit.

Executive Action:

This item was discussed at the October 15, 2013 Committee of the Whole meeting and is scheduled for the November 5, 2013 Common Council meeting for consideration.

**A RESOLUTION APPROVING AN ENGAGEMENT LETTER WITH
PATRICK ROMENESKO, C.P.A. FOR THE 2013 AUDIT FOR THE
NOT-TO-EXCEED AMOUNT OF \$31,600**

WHEREAS, the City of Burlington is required by law to participate in an annual audit of its accounts; and,

WHEREAS, Patrick W. Romenesko, CPA, is a licensed and fully qualified Certified Public Accountant in the State of Wisconsin; and,

WHEREAS, Patrick Romenesko has previously performed these auditing services for the City of Burlington in a satisfactory and timely manner.

NOW, THEREFORE, BE IT RESOLVED by the Common Council of the City of Burlington, Racine County and Walworth County, State of Wisconsin approves acceptance of auditing services from Patrick W. Romenesko, S.C. for the audit of the City's fiscal year 2013 accounts as outlined in the attached September 24, 2013 Letter of Engagement.

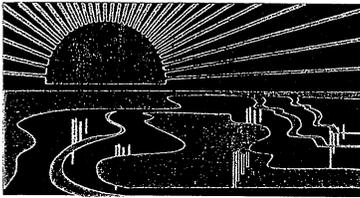
BE IT FURTHER RESOLVED that the City Administrator is hereby authorized and directed to execute this agreement on behalf of the City.

Introduced: October 15, 2013
Adopted:

Robert Miller, Mayor

Attest:

Diahnn Halbach, City Clerk



Patrick W. Romenesko, S.C.
CERTIFIED PUBLIC ACCOUNTANT

1001 Host Drive • P.O. Box 508 • Lake Geneva, Wisconsin 53147
Telephone 262/248-0220 • Facsimile 262/248-8429

September 24, 2013

The City Council and Administration
City of Burlington
300 N. Pine Street
Burlington, Wisconsin 53105

Ladies and Gentlemen:

I am pleased to confirm my understanding of the services I am to provide the City of Burlington for the year ended December 31, 2013. I will audit the financial statements of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information, which collectively comprise the basic financial statements of the City of Burlington as of and for the year ended December 31, 2013.

I have also been engaged to report on supplementary information that accompanies the financial statements consisting of combining fund statements and detailed budget to actual statements. I will subject this supplementary information to the auditing procedures applied in my audit of the financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the financial statements, and other additional procedures in accordance with auditing standards generally accepted in the United States of America and will provide an opinion on it in relation to the financial statements as a whole.

Audit Objective

The objective of my audit is the expression of an opinion as to whether your basic financial statements are fairly presented, in all material respects, in conformity with generally accepted accounting principles and to report on the fairness of the supplementary information referred to in the second paragraph when considered in relation to the basic financial statements taken as a whole. My audit will be conducted in accordance with generally accepted auditing standards established by the Auditing Standards Board (United States) and will include tests of the accounting records and other procedures I consider necessary to enable me to express such opinions. If my opinions on the financial statements are other than unqualified, I will fully discuss the reasons with you in advance. If, for any reason, I am unable to complete the audit or am unable to form or have not formed opinions, I may decline to express opinions or to issue a report as a result of this engagement.

Management Responsibilities

Management is responsible for the basic financial statements and all accompanying information as well as all representations contained therein. You are also responsible for making all management decisions and performing all management functions; for designating an individual with suitable skill, knowledge, or experience to oversee my financial statement preparation services and any other nonattest services I provide; and for evaluating the adequacy and results of those services and accepting responsibility for them.

Because of the inherent limitations of an audit, combined with the inherent limitations of internal control, and because we will not perform a detailed examination of all transactions, there is a risk that material misstatements may exist and not be detected by us, even though the audit is properly planned and performed in accordance with U.S. generally accepted auditing standards. In addition, an audit is not designed to detect immaterial misstatements, or violations of laws or governmental regulations that do not have a direct and material effect on the financial statements. However, I will inform you of any material errors and any fraudulent financial reporting or misappropriation of assets that come to my attention. I will also inform the appropriate level of management of any violations of laws or governmental regulations that come to my attention, unless clearly inconsequential. My responsibility as auditor is limited to the period covered by my audit and does not extend to any later periods for which I am not engaged as auditor.

My procedures will include tests of documentary evidence supporting the transactions recorded in the accounts, and may include tests of the physical existence of inventories, and direct confirmation of receivables and certain other assets and liabilities by correspondence with selected individuals, funding sources, creditors, and financial institutions. I will request written representations from your attorneys as part of the engagement, and they may bill you for responding to this inquiry. At the conclusion of my audit, I will require certain written representations from you about the financial statements and related matters.

Audit Procedures - Internal Control

My audit will include obtaining an understanding of the city and its environment, including internal control, sufficient to assess the risks of material misstatement of the financial statements and to design the nature, timing and extent of further audit procedures. An audit is not designed to provide assurance on internal control or to identify deficiencies in internal control. However, during the audit, I will communicate to management and those charged with governance internal control related matters that are required to be communicated under AICPA professional standards.

Audit Procedures - Compliance

As part of obtaining reasonable assurance about whether the financial statements are free of material misstatement, I will perform tests of the City of Burlington's compliance with applicable laws and regulations and the provisions of contracts and agreements. However, the objective of my audit will not be to provide an opinion on overall compliance and I will not express such an opinion.

Audit Fees and Other

As part of my engagement, I will also prepare the annual financial reports to the Wisconsin Department of Revenue and the Public Service Commission.

My fees for these services will be based on the actual time spent at my standard hourly rates, plus travel and other out-of-pocket costs such as report reproduction, typing, postage, etc. The hourly rates of personnel assigned to your audit vary according to the degree of responsibility involved and their experience level. Invoices for these fees will be rendered each month as work progresses and are payable on presentation. My fee for the audit is not to exceed \$31,600.00. If the actual time on the engagement should be less than anticipated, you will be billed for that lesser amount.