



**AGENDA  
COMMON COUNCIL**

**Tuesday, November 19, 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, 1<sup>st</sup> District  
Edward Johnson, Alderman, 1<sup>st</sup> District  
Peter Hintz, Alderman, 2<sup>nd</sup> District  
Ruth Dawidziak, Alderman, 2<sup>nd</sup> District  
Tom Vos, Council President and Alderman, 3<sup>rd</sup> District  
Jon Schultz, Alderman, 3<sup>rd</sup> District  
Tom Preusker, Alderman, 4<sup>th</sup> District  
Todd Bauman, Alderman, 4<sup>th</sup> 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 November 5, 2013 (*E. Johnson*)
6. Letters and Communications: (*R. Dawidziak*)
  - A. Correspondence from Alderman Hintz regarding his absence from the November 19 meetings.
7. Reports by Aldermanic Representatives and Department Heads
8. Reports 1-3 (*T. Vos*)
9. Payment of Vouchers (*J. Schultz*)
10. Licenses and Permits (*T. Preusker*)
11. Appointments and Nominations: None

12. **PUBLIC HEARINGS:**

- A. A Public Hearing to consider the proposed 2013 Annual Budget for the City of Burlington.  
(*T. Bauman*)

13. **RESOLUTIONS:**

- A. Resolution 4638(28) to consider approving a Lease Agreement with U.S. Bankcorp Government Leasing and Finance, Inc. with Honeywell Energy Services improvement project. This item was discussed at the November 5, 2013 Committee of the Whole meeting.  
(*R. Prailes*)

14. **ORDINANCES:**

- A. Ordinance 1973(7) to consider approving an amendment to Chapter 259 of the Municipal Code entitled, “Sewers”. This item was discussed at the October 1, 2013 Common Council meeting for consideration. (*E. Johnson*)

15. **ADJOURNMENT** (*R. Dawidziak*)

*Note: If you are disabled and have accessibility needs or need information interpreted for you, please call the City Clerk's Office at 262-342-1161 at least 24 hours prior to the meeting.*



CITY OF BURLINGTON

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

<b>Common Council Agenda Item Number: 5</b>	<b>Date:</b> November 19, 2013
<b>Submitted By:</b> Diahnn Halbach, City Clerk	<b>Subject:</b> Meeting Minutes

**Details:**

Attached please find the Minutes from the November 5, 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 19, 2013 Common Council meeting.



**CITY OF BURLINGTON**  
**Official Minutes of the Common Council**  
**Robert Miller, Mayor**  
**Diahnn C. Halbach, City Clerk**  
**November 5, 2013**

**1. Call To Order – Roll Call**

Mayor Robert Miller called the meeting to order at 7:00 p.m. starting with roll call. Aldermen present: Bob Prailes, Ed Johnson, Pater Hintz, Ruth Dawidziak, Tom Vos, Tom Preusker, Jon Schultz, and Todd Bauman. Student representatives present: Sam Joski. Student representatives absent: Joe Nguyen.

Also present: City Administrator Kevin Lahner, City Attorney John Bjelajac, Police Chief Peter Nimmer, Fire Chief Perry Howard, Public Works Director Craig Workman, Treasurer Steve DeQuaker, Director of Administrative Services Megan Watkins, Library Director Gayle Faulk and Ryan Cardinal of Kapur Engineering.

**2. Citizen Comments**

There were none.

**3. Chamber of Commerce**

There was no Chamber representative; however Mayor Miller reminded Council that the Annual Christmas Parade is scheduled for Friday, December 6, 2013 and encouraged participation.

**4. Approval of the City Council Minutes for October 15, 2013**

A motion was made by Prailes with a second by Hintz to approve the Council Minutes from October 15, 2013. With all in favor, the motion carried.

**5. Letters and Communications**

There were none

**6. Reports by Aldermanic Representatives and Department Heads**

Kevin Lahner informed Council about Gateway’s upcoming informational meeting for the proposed Emergency Vehicle Operation and Control Course (EVOC) on Thursday, November 14, 2013 at 6:30 p.m. Lahner stated that an Agenda has been posted so that if Council does attend, there would be no issues as to whether or not it would constitute a quorum. Mayor Miller added that this meeting was urged by the City to Gateway in order to provide the public a better understanding of what Gateway is proposing and that nothing thus far has been formally presented to the City by Gateway. Attorney Bjelajac reiterated that this is a preliminary discussion to inform and gather public concerns.

Mayor Miller ordered Alderman Dawidziak to stand up and instructed all present to wish her a happy birthday.

Lahner announced that November’s budget meeting was rescheduled for November 12, 2013 after the Plan Commission meeting.

Tom Vos inquired whether or not leaf pick-up would be extended past November 15, 2013 due to the fact that many trees still had not dropped all of its leaves. Workman responded that leaf pick up would continue until all the leaves were picked up or until it snowed.

**7. Reports 1-8**

A motion to approve Reports 1-8 was made by Johnson with a second by Preusker. With all in favor the motion carried.

**8. Payment of Vouchers**

A motion was made by Hintz with a second by Vos to approve vouchers, pre-paids and reimbursements in the amount of \$504,553.93.

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 Dawidziak 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**

There were none.

**11. Public Hearings**

There were none.

**12. Resolutions**

**Resolution 4636(26): to approve a Letter of Engagement with Patrick Romenesko to prepare the 2013 Audit in the amount of \$31,600.**

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

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

**Resolution 4637(27): to approve Changer Order Number Three with Staab Construction for the Wastewater Treatment Facility Upgrade and Improvements Project in the amount of \$0.**

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

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

**13. Ordinances**

There were none.

**14. Motions**

There were none.

**15. Adjourn**

A motion was made by Vos with a second by Preusker to adjourn the meeting. With all in favor, the meeting adjourned at 7:17 p.m.

Meeting Minutes Respectfully Submitted by:



Diahm C. Halbach  
City Clerk  
City of Burlington  
Racine and Walworth Counties



**Administration Department**  
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<b>Common Council Agenda Item Number: 6A</b>	<b>Date:</b> November 19, 2013
<b>Submitted By:</b> Alderman Hintz	<b>Subject:</b> Communications

**Details:**

Communication A – Alderman Hintz will be unable to attend the November 19, 2013 Committee of the Whole and Common Council meetings.

**Financial Remarks:**

None.

**Executive Action:**

Staff recommends that the Council accept this communication at the November 19, 2013 Common Council meeting.

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**From:** Peter & Lori Hintz  
**Sent:** Monday, November 04, 2013 4:45 PM  
**To:** Megan Watkins  
**Subject:** Nov 19,2013 Council Meeting

I will be out of town and unable to attend. Peter Hintz

Sent from my iPad



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<b>Common Council Agenda Item Number: 8</b>	<b>Date:</b> November 19, 2013
<b>Submitted By:</b> City Staff	<b>Subject:</b> Reports 1-3

**Details:**

Attached please find the following reports:

- Report 1 – Plan Commission minutes, October 8, 2013
- Report 2 – Committee of the Whole minutes, November 5, 2013
- Report 3 – Budget Workshop minutes, November 12, 2013

**Options & Alternatives:**

N/A

**Financial Remarks:**

None.

**Executive Action:**

Staff recommends that the Common Council accept these Reports at the November 19, 2013 Common Council meeting.



**Minutes**  
**City of Burlington Plan Commission**  
**Police Dept. Courtroom**  
**October 8, 2013, 6:30 p.m.**

Mayor Robert Miller called the Plan Commission meeting to order at 6:31 p.m. Roll call: Alderman Ruth Dawidziak; Commissioners Darrel Eisenhardt and Chris Reesman were present. Commissioner Mike Deans was excused. Alderman Tom Vos, Commissioner John Lynch and Town of Burlington Representative Phil Peterson were absent. Also present were City Administrator Kevin Lahner, City Planner Patrick Meehan and Zoning Administrator Patrick Scherrer.

**APPROVAL OF MINUTES**

Commissioner Eisenhardt moved and Alderman Dawidziak seconded to approve the minutes of September 10, 2013. All were in favor, and the motion carried.

**CITIZEN COMMENTS**

None

**LETTERS & COMMUNICATIONS**

None

**PUBLIC HEARINGS**

None

**OLD BUSINESS**

None

**NEW BUSINESS**

**A. Consideration of a Site Plan from The Peter Scherrer Group on behalf of Spring Brook Townhomes, LLC to construct an 8-unit multi-family building on Hidden Creek Lane.**

- Mayor Miller opened this item for discussion.
- Tim Lynch, Engineer for Spring Brook Townhomes, LLC, gave a brief overview of the project. He stated the items within Kapur & Associates, Meehan & Company and the Fire Department's memorandums will be addressed and revised plans will be submitted.

- Alderman Dawidziak questioned how this project will affect the retention pond that is currently there. Mr. Lynch stated the development will be utilizing the retention pond. He indicated the retention pond was originally sized for a similar type of density with future development and the impervious total will be under the density limit.
- Alderman Dawidziak questioned if there would be a retaining wall between the property line and the retention pond since they are so close together. Mr. Lynch responded that there will be a two to three-foot wall along the parking lot with the remainder of the area nicely sloped.
- Alderman Dawidziak questioned if there will be sidewalks installed along Hidden Creek Lane. Patrick Meehan stated the City cannot require the developer to install off-site improvements like sidewalks since the property is not being divided. Administrator Lahner stated he didn't believe the original plans for the site contained sidewalks for that side of the road. Dawidziak expressed concern that the City will require installation of sidewalks in the future which would lead to a similar situation as happened this summer with S. Pine Street and Hidden Creek Lane. Mayor Miller asked the developer's representatives if they would consider installing the sidewalk. Peter Scherrer of The Peter Scherrer Group stated it is possible but they would want it to connect to sidewalk with adjacent parcels, which has not been installed yet. Leslie Scherrer of The Peter Scherrer Group stated Craig Workman, Director of Public Works indicated to her that the current condominium owners on Hidden Creek Lane voted to not have sidewalks installed on that side of the road since there was sidewalk on the opposite side and along Pine Street. Dawidziak responded that the condominium owners are not the only residents in that area and that she doesn't want to see the installation forced in the future. Mayor Miller stated eventually, due to development, sidewalks will need to be installed on that side of the road and encouraged the developer to consider installing their portion now. Commissioner Reesman suggested shortening the islands dividing the driveways to create a thoroughfare for pedestrians near the aprons. All parties agreed to look into it and discuss the options.
- There were no further comments.

Commissioner Reesman moved and Alderman Dawidziak seconded to approve a Site Plan for Spring Brook Townhomes. The Commission further determined the changes to the PUD District are not substantial in accordance with the provisions of Section 315-43F. Approval of the Site Plan is subject to Patrick Meehan's September 23, 2013 and Kapur & Associates' September 30, 2013 memorandums to the Plan Commission as follows:

- Site Plan Drawings:
  - Density of residential uses and the number of dwelling units by type.
  - The expected date of commencement and completion of physical development Architectural plans, elevations, and perspective drawings and sketches illustrating the design, character, materials, and dimensions of proposed structures.

- Lighting data shall be submitted which indicates the location, type, and illumination level (in footcandles) of all outdoor lighting proposed to illuminate the site.
  - Copies of any letters of review or permits granted by applicable federal, state, or county regulatory agencies having jurisdiction over highway access, if applicable shall be noted on the site plan.
  - Plans shall be converted to the City Datum with benchmarks provided for reference and engineering.
  - Utility contact information shall be provided on page two.
  - Clarify the number of parking spaces by noting the number of garage stalls in the calculation.
- Landscape Plan: A Landscape Plan shall be submitted to the City indicating landscape plant materials located in the area (those areas which appear to be "landscape islands") between the parking lot and the adjacent street right-of-way.
  - Utility Plan: Relocate/realign the existing storm sewer to be reconstructed from the manhole adjacent to the southeast corner of the structure to the outfall and submit revised plans to City staff.
  - Grading Plan:
    - A barrier wall guard rail or fence is needed along the retaining wall. Provide detail in regards to the retaining wall, manufacturer, specifications and anticipated materials.
    - Additional spot grades shall be provided at all pavement corners, building corners, points of curvature, match points, and areas required to construct and determine proper drainage.
    - Contours shall be clarified along existing north-south drive.
  - Erosion Control Plan:
    - Provide storm inlet protection on any existing inlets within the runoff area.
    - Maximize the length of the tracking pad and narrow the width to 25 feet.
  - Minimum Required Width of Off-Street Parking Rows and Aisles: The size of the proposed double row and aisle of 90-degree parking area located on the south side of the proposed building is only 64 feet in width and, therefore, does not meet this requirement. Therefore, a revision of all affected Site Plan-related drawings (Sheets 4, 5, and 6) needs to be submitted to the City indicating the size of this double row and aisle of parking as 65 feet in width.

- Parking for Persons with Disabilities: Pursuant to the requirements of Section 315-48(H) and Table 4 of the City Zoning Ordinance, off-street parking for persons with disabilities needs to be met and indicated on the Site Plan. A revision of all affected Site Plan-related drawings (Sheets 4,5 and 6) needs to be submitted to the City indicating a total of one (1) accessible off-street parking space.
- Permanent Marking of Off-Street Parking Area: Section 315-48(G) requires that all off-street parking stalls serving five (5) or more vehicles shall have all parking stalls permanently marked by painted lines or other approved material, and said marking shall be maintained so as to be legible at all times. This requirement will need to be met prior to the issuance of an Occupancy Permit.
- Developer's Agreement: A "Developer's Agreement" ("Planned Unit Development Agreement") shall be reviewed by the City Attorney relating to any required public Improvements associated with the development and a letter of credit for said public improvements associated with the development (as required under the provisions of Section 315-43(K)(2)(b)).
- That no Building Permits shall be issued until:
  - Any needed sanitary and storm sewer and water mains have been installed, tested, and approved by the City of Burlington.
  - Drainage has been rough graded and approved by the City of Burlington.
  - The property has been rough graded and approved by the City of Burlington.
- That no Occupancy Permits shall be issued until:
  - Private drives and parking areas have been paved except for the final lift of asphalt.
  - The gas, telephone, and electrical services have been installed and are in operation.
  - The water system is installed, tested, and approved by the City of Burlington.
  - The sanitary sewer system is installed, tested, and approved by the City of Burlington.
  - All City of Burlington codes and ordinances and Building Codes have been complied with.
- A pre-construction meeting is required before construction begins.
- A right-of-way permit for utility and construction work in the right-of-way is required before construction.
- A modified report is required detailing the as-built functionality of the pond along with the changes to the surfaces.

*All in were in favor, and the motion carried.*

**ADJOURNMENT**

Commissioner Reesman moved and Alderman Dawidziak seconded to adjourn the meeting at 6:52 p.m. *All were in favor, and the motion carried.*

A handwritten signature in black ink, appearing to read "M.E. Watkins", with a long horizontal flourish extending to the right.

Recording Secretary  
Megan E. Watkins  
Director of Administrative Services



**Finance Department**

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**Common Council Budget Workshop Minutes**

**November 12, 2013**

**DPW Community Room – 2200 S. Pine Street**

Council in attendance: Mayor Miller, Alderman Vos, Hintz, Baumann, Preusker, Schultz, Prailles and Dawidziak; Department Heads: City Administrator Kevin Lahner, Public Works Director Craig Workman, Public Works Supervisor Dan Jensen, Treasurer Steve DeQuaker; General Public: Tom Foht, Kapur & Associates and Jennifer Eisenhardt, Standard Press.

Meeting began at 6:40pm

Kevin Lahner introduced topics for discussion, DPW-Streets, Parks, Trash and Forestry and Public Utility-Water and Waste Water.

Craig Workman gave a brief overview of the Sewer Utility challenges and a general DPW review.

Dan Jensen presented and reviewed Streets, Parks, Forestry budgets.

Craig Workman presented and detailed Sewer Utility budget and remedies for future shortfalls. Committee of the Whole members asked the budget to reflect a 10% increase in sewer rates with future smaller increases at 3%. The Sewer Rate Study was also discussed with Input from Tom Foht of Kapur and Associates.

Meeting adjourned at 8:55 pm

Steve DeQuaker  
City Treasurer



# CITY OF BURLINGTON

## Finance Department

300 N. Pine Street, Burlington, WI 53105  
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<b>Common Council Agenda Item Number: 9</b>	<b>Date:</b> November 19, 2013
<b>Submitted By:</b> Steve DeQuaker, Treasurer 	<b>Subject:</b> Prepaids and Vouchers

### Details:

Attached please find the Prepaids and Vouchers list for bills accrued through November 19, 2013:

Total Prepaids:	\$139,976.55
Total Vouchers:	\$311,760.76
Reimbursements:	\$269.27
<b>Grand Total:</b>	<u><u>\$452,006.58</u></u>

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

### Financial Remarks: 5 Largest Disbursements on Prepaids and Vouchers

1. Staab Construction Corp – Payment No. 14 WWTP Upgrades, Phase II \$236,893.18
2. Sierra Petroleum Co, Inc – Sierra Petro AV Gas 100LL \$31,778.08
3. Sierra Petroleum Co, Inc – Sierra Petro Jet Fuel \$24,629.91
4. We Energies – Street Lights for Period 09/30/13 to 10/28/13 \$18,753.03
5. We Energies – Sewer Treatment Plant for Period 09/24/13 to 10/22/13 \$12,983.95

### Executive Action:

Staff recommends that the Common Council accept these Prepaids and Vouchers in the amount of \$452,006.58 at the November 19, 2013 Common Council meeting.

**For Council Approval November 19, 2013**

Prepays:	11/01/13	\$64,724.53
	11/08/13	\$75,252.02

<b>Total Prepays</b>		<u>\$139,976.55</u>
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Vouchers:	11/19/13	\$311,760.76
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Reimbursements:	11/13/13	\$269.27
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<b>GRAND TOTAL</b>		<u><u>\$452,006.58</u></u>
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GL Acct No	Vendor	Vendor Name	Description	Invoice No	Inv Date	Amount	Period	
100-454521-001	BOND FEES							
	7314	MT PLEASANT POLICE DEPARTMEN	Volling, Ashley D. ; Case: 12-7528	VOLLING	10/24/2013	111.40	11/13	PD
	7332	RACINE CO COURT	Vadonis, Christopher A; Case: 12-3276	VADANIS	10/28/2013	235.00	11/13	PD
	7750	VILLAGE OF MUKWONAGO POLICE	Emery, Billy R.; Case: N1285273	EMERY	10/23/2013	366.00	11/13	PD
						712.40		*
Total 100-454521						712.40		
100-515132-153	ADMIN - EBC							
	5090	EMPLOYEE BENEFITS CORPORATIO	EMPLOYEE BENEFITS ADMINISTRAT	1646583	10/15/2013	.45	11/13	PD
Total ADMINISTRATOR						.45		
100-515141-153	FINANCE - EMPLOYEE BENEFITS							
	5090	EMPLOYEE BENEFITS CORPORATIO	EMPLOYEE BENEFITS FINANCE	1646583	10/15/2013	.20	11/13	PD
100-515141-310	FINANCE - OFFICE SUPP/POSTAGE							
	7135	BUBRICK'S COMPLETE OFFICE	Bubrick's - Toner	804084	10/09/2013	355.99	11/13	PD
	7135	BUBRICK'S COMPLETE OFFICE	Bubrick's - drum, 25,000 F/HL4150CDN	810031	10/22/2013	161.30	11/13	PD
						517.29		*
Total FINANCE						517.49		
100-525211-153	POLICE - EMP BENEFITS COOP							
	5090	EMPLOYEE BENEFITS CORPORATIO	EMPLOYEE BENEFITS POLICE	1646583	10/15/2013	10.50	11/13	PD
100-525211-533	POLICE - COPY MACHINE RENT							
	8707	KONICA MINOLTA PREMIER FINANCE	CONTRACT PAYMENT FOR COPY MA	238528723	10/07/2013	352.88	11/13	PD
Total POLICE DEPT.						363.38		
100-525220-153	FIRE - EMPLOYEE BENEFITS							
	5090	EMPLOYEE BENEFITS CORPORATIO	EMPLOYEE BENEFITS FIRE DEPT	1646583	10/15/2013	4.00	11/13	PD
100-525220-220	FIRE - UTILITY SERVICES							
	3330	WE ENERGIES	8419-416-558 341 Origen St	84194165581013	10/22/2013	10.12	11/13	PD
Total FIRE DEPT.						14.12		
100-535321-153	STREETS - EMPLOYEE BENEFITS							
	5090	EMPLOYEE BENEFITS CORPORATIO	EMPLOYEE BENEFITS STREET	1646583	10/15/2013	6.00	11/13	PD
100-535321-220	STREETS - UTILITIES							
	3330	WE ENERGIES	8430-081-671 Gas 2200 S Pine (split)	84300816711013	10/20/2013	90.71	11/13	PD
100-535321-261	STREETS - LIGHTING							
	3330	WE ENERGIES	0819-473-268 Municipal Parking Lot	08194732681013	10/21/2013	130.28	11/13	PD
	3330	WE ENERGIES	5695-147-539 Electric 572 Milw	56951475391013	10/21/2013	427.07	11/13	PD
	3330	WE ENERGIES	9418-285-345 Traffic Signal	94182853451013	10/21/2013	97.97	11/13	PD

PD = Fully Paid Invoice PR = Partially Paid Invoice

*prepaid*  
*11-01-2013*

1

GL Acct No	Vendor	Vendor Name	Description	Invoice No	Inv Date	Amount	Period	
						655.32	*	
100-535321-350	STREETS - REP MAINT SUPPLIES							
	1670 KIMBALL MIDWEST		KIMBALL MIDWEST DPW STOCK	3222410	10/15/2013	810.65	11/13	PD
	Total STREET ADMINISTRATION					1,562.68		
100-555551-153	PARKS - EMPLOYEE BENEFITS							
	5090 EMPLOYEE BENEFITS CORPORATIO		EMPLOYEE BENEFITS PARK	1646583	10/15/2013	2.00	11/13	PD
100-555551-220	PARKS - UTILITIES							
	3330 WE ENERGIES		6211-699-899 Electric Dog Park	62116998991013	10/21/2013	40.03	11/13	PD
	3330 WE ENERGIES		8430-081-671 Gas 2200 S Pine (split)	84300816711013	10/20/2013	45.36	11/13	PD
						85.39	*	
	Total PARKS					87.39		
	Total GENERAL FUND					3,257.91		
251-555511-153	EMPLOYEE BENEFITS							
	5090 EMPLOYEE BENEFITS CORPORATIO		EMPLOYEE BENEFITS LIBRARY	1646583	10/15/2013	20.75	11/13	PD
251-555511-220	UTILITIES							
	3330 WE ENERGIES		5852-857-487 Library Gas	58528574871013	10/21/2013	107.53	11/13	PD
	Total FUND EXPENSES					128.28		
	Total LIBRARY OPERATIONS FUND					128.28		
621-575740-153	EMPLOYEE BENEFITS							
	5090 EMPLOYEE BENEFITS CORPORATIO		EMPLOYEE BENEFITS WWTP	1646583	10/15/2013	5.20	11/13	PD
621-575740-220	WWTP-ELECTRIC							
	3330 WE ENERGIES		1887-026-576 Electric Sewer Plant	18870265761013	10/22/2013	12,983.95	11/13	PD
	3330 WE ENERGIES		4847-248-215 S of Yahnke Rd/Pump St	48472482151013	10/17/2013	164.89	11/13	PD
	3330 WE ENERGIES		4897-650-087 Springbrook Lift Station	48976500871013	10/20/2013	51.61	11/13	PD
	3330 WE ENERGIES		6212-377-525 Water Sanitation	62123775251013	10/18/2013	2,808.10	11/13	PD
						16,008.55	*	
621-575740-222	GAS							
	3330 WE ENERGIES		0862-239-067 2100 PINE ST	08622390671013	10/20/2013	1,589.02	11/13	PD
	3330 WE ENERGIES		2663-378-614 Gas 624 S Pine St	26633786141013	10/20/2013	9.61	11/13	PD
	3330 WE ENERGIES		3646-902-199 624 S Pine St	36469021991013	10/20/2013	19.72	11/13	PD
						1,618.35	*	
621-575740-242	REPAIR, MAINTENANCE VEHICLES							
	2850 TRACTOR SUPPLY CREDIT PLAN		TRACTOR SUPPLY 6035-3012-0009-8:	100163890	10/14/2013	62.98	11/13	PD
	Total WASTEWATER FUND EXPENSES					17,695.08		

GL Acct No	Vendor	Vendor Name	Description	Invoice No	Inv Date	Amount	Period	
Total WASTEWATER OPERATIONS FUND						17,695.08		
622-506220-000 POWER								
3330	WE ENERGIES		0882-547-355 Municipal Well (split)	08825473551013	10/18/2013	1,578.93	11/13	PD
3330	WE ENERGIES		3076-628-864 Electric 508 Sheldon St	30766288641013	10/21/2013	2,948.73	11/13	PD
3330	WE ENERGIES		3267-293-366 384 Dunford Dr	32672933661013	10/20/2013	714.00	11/13	PD
3330	WE ENERGIES		3457-108-505 Well #7	34571085051013	10/21/2013	2,328.18	11/13	PD
3330	WE ENERGIES		6271-254-861 Well #9 (split)	62712548611013	10/18/2013	2,788.93	11/13	PD
3330	WE ENERGIES		6499-874-589 801 Weiler Road	64998745891013	10/20/2013	15.23	11/13	PD
3330	WE ENERGIES		7255-465-187 Municipal Well Filter Builc	72554651871013	10/20/2013	237.31	11/13	PD
3330	WE ENERGIES		8682-353-384 WELL #10	86823533841013	10/21/2013	5,842.65	11/13	PD
						16,453.96		*
Total 622-506220						16,453.96		
622-506230-000 SUPPLIES								
3330	WE ENERGIES		0882-547-355 Municipal Well (split)	08825473551013	10/18/2013	26.48	11/13	PD
3330	WE ENERGIES		6271-254-861 Well #9 (split)	62712548611013	10/18/2013	17.79	11/13	PD
3330	WE ENERGIES		8682-353-384 WELL #10	86823533841013	10/21/2013	12.93	11/13	PD
3330	WE ENERGIES		9259-879-303 Karyl St Well #10	92598793031013	10/21/2013	8.99	11/13	PD
						66.19		*
Total 622-506230						66.19		
622-509260-153 EMPLOYEE BENEFITS								
5090	EMPLOYEE BENEFITS CORPORATIO	EMPLOYEE BENEFITS WATER		1646583	10/15/2013	6.90	11/13	PD
Total 622-509260						6.90		
622-509280-000 REG. COMM. EXPENSE								
3538	PUBLIC SERVICE COMMISSION	PSC REMAINDER ASSESSMENT		RA14-I-00120	09/27/2013	2,317.59	11/13	PD
Total 622-509280						2,317.59		
622-509350-000 GENERAL PLANT-SUPPLIES								
3330	WE ENERGIES		8430-081-671 Gas 2200 S Pine (split)	84300816711013	10/20/2013	90.71	11/13	PD
Total 622-509350						90.71		
Total WATER UTILITY FUND						18,935.35		
623-575740-200 FUEL FOR RESALE								
6929	SIERRA PETROLEUM CO, INC.	SIERRA PETRO JET FUEL		74852	10/30/2013	24,629.91	11/13	PD
623-575740-225 TELEPHONE								

4655 PACIFIC TELEMAGEMENT SERVIC PTS - AIRPORT PAYPHONE	580658	10/16/2013	78.00	11/13	PD
Total 623-575740			<u>24,707.91</u>		
Total AIRPORT FUND			<u>24,707.91</u>		
Grand Total:			<u><u>64,724.53</u></u>		

Dated: \_\_\_\_\_

Motion for Approval by: \_\_\_\_\_

Motion Seconded by: \_\_\_\_\_

GL Acct No	Vendor	Vendor Name	Description	Invoice No	Inv Date	Amount	Period	
100-239007	LIFE INSURANCE							
	4062	MINNESOTA LIFE INSURANCE CO	MINNESOTA LIFE 2832L-G	DEC2013	11/06/2013	1,869.34	11/13	PD
100-454521-001	BOND FEES							
	1464	ELKHORN MUNICIPAL COURT	Bond: Molyneaux, Katie Case: 0619924	MOLYNEAUX	11/04/2013	157.00	11/13	PD
	2485	RACINE COUNTY CLERK OF COURTS	Bond - Grenier, M; Case: 13-85	GRENIER	11/06/2013	235.00	11/13	PD
						392.00	*	
Total 100-454521						392.00		
100-515132-225	ADMIN - TELEPHONE							
	7343	AT & T	AT & T ADMIN 262 R59-7549 674 8	262R5975491013	10/28/2013	243.81	11/13	PD
	7692	VERIZON WIRELESS	VERIZON ADMIN	9713774902	10/23/2013	76.42	11/13	PD
						320.23	*	
100-515132-298	ADMIN - CONTRACT SERVICES							
	7044	E-vergent.com, LLC	BUS WIRELESS MONTHLY ACCT 161	1610-41	11/06/2013	300.00	11/13	PD
Total ADMINISTRATOR						620.23		
100-515141-225	FINANCE - TELEPHONE							
	7343	AT & T	AT & T FINANCE 262 R59-7549 674 8	262R5975491013	10/28/2013	146.28	11/13	PD
	7692	VERIZON WIRELESS	VERIZON FINANCE	9713774902	10/23/2013	88.87	11/13	PD
						235.15	*	
100-515141-510	FINANCE - INSURANCE BOND							
	3430	ZAREK INSURANCE, INC.	Zarek: Bond - Steve Dequaker	6888	09/23/2013	1,300.00	11/13	PD
Total FINANCE						1,535.15		
100-525211-225	POLICE - TELEPHONE							
	7343	AT & T	AT & T POLICE 262 R59-7549 674 8	262R5975491013	10/28/2013	390.08	11/13	PD
	7692	VERIZON WIRELESS	VERIZON POLICE DEPT	9713774902	10/23/2013	533.61	11/13	PD
						923.69	*	
100-525211-240	POLICE - FUEL, OIL							
	4264	VOYAGER FLEET SYSTEMS INC	Voyager Acct. 869297630	869297630344	11/01/2013	3,534.84	11/13	PD
Total POLICE DEPT.						4,458.53		
100-525220-225	FIRE - TELEPHONE							
	7692	VERIZON WIRELESS	VERIZON FIRE DEPT	9713774902	10/23/2013	115.65	11/13	PD
100-525220-240	FIRE - FUEL, OIL, LUBRICANTS							
	4264	VOYAGER FLEET SYSTEMS INC	Voyager Acct. 869297630	869297630344	11/01/2013	1,054.55	11/13	PD
Total FIRE DEPT.						1,170.20		
100-525231-372	BLDG INSP - AUTO EXPENSE							
	4264	VOYAGER FLEET SYSTEMS INC	Voyager Acct. 869297630	869297630344	11/01/2013	105.69	11/13	PD

GL Acct No	Vendor	Vendor Name	Description	Invoice No	Inv Date	Amount	Period	
Total BUILDING INSP.						105.69		
100-535321-225	STREETS - TELEPHONE							
	7692	VERIZON WIRELESS	VERIZON STREET DEPT	9713774902	10/23/2013	126.84	11/13	PD
100-535321-240	STREETS - FUEL, OIL & LUBRI							
	4264	VOYAGER FLEET SYSTEMS INC	Voyager Acct. 869297630	869297630344	11/01/2013	2,860.65	11/13	PD
100-535321-242	STREETS - REP MAINT VEHICLES							
	7406	OTTO PAAP CO, INC	Otto Paap - Street Dept parts	87143	08/23/2013	88.03	11/13	PD
100-535321-261	STREETS - LIGHTING							
	3330	WE ENERGIES	4432-157-647 Street Lights	44321576471013	10/28/2013	18,753.03	11/13	PD
	3330	WE ENERGIES	5459-100-732 St Lighting Substation	54591007321013	10/21/2013	314.88	11/13	PD
	3330	WE ENERGIES	7245-068-041 375 N Pine St	72450680411013	10/21/2013	184.77	11/13	PD
	3330	WE ENERGIES	7467-500-426 Jefferson & Bridge	74675004261013	10/21/2013	230.60	11/13	PD
	3330	WE ENERGIES	8499-073-119 Traffic Signal Controller	84990731191113	10/11/2013	209.56	11/13	PD
	3330	WE ENERGIES	8650-632-794 Traffic Signal Power	86506327941013	10/21/2013	123.89	11/13	PD
						19,816.73	*	
100-535321-353	STREETS REP & MAINT PRKNG DECK							
	3330	WE ENERGIES	7082-958-528 Public Parking Structure	70829585281013	10/21/2013	455.11	11/13	PD
Total STREET ADMINISTRATION						23,347.36		
100-555551-220	PARKS - UTILITIES							
	3330	WE ENERGIES	0635-112-551 Bushnell Soccer Club	06351125511013	10/28/2013	158.57	11/13	PD
	3330	WE ENERGIES	1269-762-568 Bike Path	12697625681013	10/22/2013	31.53	11/13	PD
	3330	WE ENERGIES	2428-946-714 Pavillion	24289467141013	10/21/2013	439.53	11/13	PD
	3330	WE ENERGIES	3243-370-777 Amanda St	32433707771013	10/22/2013	37.50	11/13	PD
	3330	WE ENERGIES	3698-542-543 Bathhse Wagner Park	36985425431013	10/22/2013	13.98	11/13	PD
	3330	WE ENERGIES	6419-916-677 394 Amanda Street	64199166771013	10/22/2013	10.64	11/13	PD
	3330	WE ENERGIES	6893-002-943 700 Black Hawk Dr Sign	68953381881013	10/21/2013	111.77	11/13	PD
	3330	WE ENERGIES	8893-353-410 Electric Sunset Dr	88933534101013	10/24/2013	66.50	11/13	PD
	3330	WE ENERGIES	9274-302-920 400 Sunset Dr	92743029921013	10/25/2013	75.63	11/13	PD
						945.65	*	
100-555551-225	PARKS - TELEPHONE							
	7692	VERIZON WIRELESS	VERIZON PARK DEPT	9713774902	10/23/2013	35.35	11/13	PD
100-555551-240	PARKS - FUEL, OIL, LUBRICANTS							
	4264	VOYAGER FLEET SYSTEMS INC	Voyager Acct. 869297630	869297630344	11/01/2013	1,641.34	11/13	PD
Total PARKS						2,622.34		
Total GENERAL FUND						36,120.84		
251-555511-225	TELEPHONE							
	7343	AT & T	AT & T LIBRARY 262 R59-7549 674 8	262R5975491013	10/28/2013	195.04	11/13	PD

GL Acct No	Vendor	Vendor Name	Description	Invoice No	Inv Date	Amount	Period
Total FUND EXPENSES						195.04	
Total LIBRARY OPERATIONS FUND						195.04	
621-575740-225	TELEPHONE						
	7692	VERIZON WIRELESS	VERIZON WWTP	9713774902	10/23/2013	74.66	11/13 PD
621-575740-240	FUEL, OIL AND LUBRICANTS						
	4264	VOYAGER FLEET SYSTEMS INC	Voyager Acct. 869297630	869297630344	11/01/2013	675.09	11/13 PD
Total WASTEWATER FUND EXPENSES						749.75	
Total WASTEWATER OPERATIONS FUND						749.75	
622-404610-000	RESIDENTIAL						
	1369	CAPITAL ASSET GROUP	refund overpayment 256 N Kendrick Av	9.1624.01	11/07/2013	39.25	11/13 PD
622-404611-000	COMMERCIAL						
	8548	BMO HARRIS N.A.	refund of overpayment of w/s bill: 200 S	17.1140.00	11/07/2013	117.00	11/13 PD
622-509210-000	OFFICE SUPPLY						
	7692	VERIZON WIRELESS	VERIZON WATER DEPT	9713774902	10/23/2013	73.36	11/13 PD
Total 622-509210						73.36	
622-509330-000	TRANSPORTATION-SUPPLIES						
	4264	VOYAGER FLEET SYSTEMS INC	Voyager Acct. 869297630	869297630344	11/01/2013	759.23	11/13 PD
Total 622-509330						759.23	
Total WATER UTILITY FUND						988.84	
623-575740-200	FUEL FOR RESALE						
	6929	SIERRA PETROLEUM CO, INC.	SIERRA PETRO AV GAS 100LL	75110	11/06/2013	31,778.08	11/13 PD
623-575740-220	ELECTRIC						
	3330	WE ENERGIES	2883-779-344 707 Airport Rd	28837793441113	11/04/2013	45.60	11/13 PD
	3330	WE ENERGIES	3243-871-135 Bieneman Road	32438711351113	11/04/2013	14.53	11/13 PD
	3330	WE ENERGIES	6069-094-440 Airport Runway Lights	60690944401113	11/04/2013	327.70	11/13 PD
	3330	WE ENERGIES	6280-861-972 Runway 29 Lighting	62808619721113	11/04/2013	10.35	11/13 PD
	3330	WE ENERGIES	6831-002-581 FUELING AREA	68310025811113	11/04/2013	72.68	11/13 PD
	3330	WE ENERGIES	7460-654-921 707 Airport Rd	74606549211113	11/04/2013	52.28	11/13 PD
	3330	WE ENERGIES	8044-510-981 HANGAR	80445109811113	11/04/2013	92.15	11/13 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	8460-785-002 Bieneman Rd Beacon	84607850021113	10/04/2013	31.53	11/13	PD
	3330	WE ENERGIES	8637-669-300 707 Airport Rd Office	86376693001113	11/04/2013	8.99	11/13	PD
						655.81	*	
623-575740-225	TELEPHONE							
	7343	AT & T	AT & T AIRPORT 262 757-0907 307 4	26275709071013	10/25/2013	73.76	11/13	PD
Total 623-575740						32,507.65		
Total AIRPORT FUND						32,507.65		
875-232000	MUNICIPAL COURT DEP							
	7140	ST OF WISC CONTROLLER'S OFFICE	ST OF WI CONTROLLER OFFICE OCT	OCT2013	11/07/2013	3,523.90	11/13	PD
	7141	RACINE COUNTY TREASURER	RA CO DRIVER IMP SURCHARGES	OCT2013	11/07/2013	219.00	11/13	PD
	7141	RACINE COUNTY TREASURER	RA CO JAIL SURCHARGES	OCT2013	11/07/2013	947.00	11/13	PD
						4,689.90	*	
Total MUNICIPAL COURT FUND						4,689.90		
Grand Total:						75,252.02		

Dated: \_\_\_\_\_

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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 10/13	10/31/2013	105.00	11/13
100-515111-390	CITY COUNCIL - SUPP & OTH EXP						
	1707	LDV, INC.	ALDERMAN NAME BADGES	40219	10/24/2013	17.90	11/13
Total CITY COUNCIL						17.90	
100-515121-310	MUNI COURT - OFFICE SUPPLIES						
	7135	BUBRICK'S COMPLETE OFFICE	Bubrick's - Toner	818597	11/08/2013	104.10	11/13
	7869	CINTAS CORP	MUNI COURT	8400542433	11/01/2013	20.37	11/13
						124.47	*
Total MUNICIPAL COURT						124.47	
100-515132-310	ADMIN - OFF SUPP-POSTAGE						
	1216	Office Copying Equipment, LTD	Admin copies	C284707	10/31/2013	438.97	11/13
	7679	STAPLES ADVANTAGE	STAPLES ADMIN OFFICE SUPPLIES	8027581898	11/02/2013	78.23	11/13
	7869	CINTAS CORP	ADMIN	8400542433	11/01/2013	20.37	11/13
						537.57	*
Total ADMINISTRATOR						537.57	
100-515140-310	CLERK - OFFICE SUPPLIES						
	7679	STAPLES ADVANTAGE	STAPLES CITY CLERK SUPPLIES	8027581898	11/02/2013	16.49	11/13
	7869	CINTAS CORP	CLERK	8400542433	11/01/2013	20.36	11/13
						36.85	*
100-515140-399	GENERAL CODE & MISC PUB						
	5419	GENERAL CODE	eCode360 Annual Maintenance Fee	C0012746	11/01/2013	995.00	11/13
Total CITY CLERK						1,031.85	
100-515141-298	FINANCE - CONTRACT SERVICES						
	8646	EHLERS INVESTMENT PARTNERS	Monthly Management Fee	103113	10/31/2013	198.61	11/13
100-515141-310	FINANCE - OFFICE SUPP/POSTAGE						
	1216	Office Copying Equipment, LTD	Finance copies	C284707	10/31/2013	104.49	11/13
	2590	REINEMANS, INC.	Reinemans - Batteries	39646	11/11/2013	9.49	11/13
	7679	STAPLES ADVANTAGE	STAPLES CITY FINANCE CREDIT	8027581898	11/02/2013	458.40	11/13
	7869	CINTAS CORP	FINANCE	8400542433	11/01/2013	20.37	11/13
						324.05	-*
Total FINANCE						125.44	-
100-515142-246	Maintenance of Voting Machines						
	7136	COMMAND CENTRAL	Election Hardware Maintenance Agreeem	14887	11/01/2013	1,100.00	11/13
Total ELECTIONS						1,100.00	

Vouchers  
11-19-13

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GL Acct No	Vendor	Vendor Name	Description	Invoice No	Inv Date	Amount	Period
100-515154-141	ASSESSOR - BOARD OF REVIEW						
	4415	HEIDI POTTER REPORTING	APPEARANCE FEE FOR BOARD OF F	10243	11/07/2013	275.00	11/13
100-515154-298	ASSESSOR - CONTRACT SERVICES						
	3034	ACCURATE	Assessment Services Invoices	FINAL2013	11/01/2013	5,100.00	11/13
Total ASSESSOR						5,375.00	
100-515161-220	ATTORNEY - CONTRACT						
	8149	BJELAJAC, JOHN M	Attorney Fees for General	13100-000D 10	10/31/2013	2,490.00	11/13
	8149	BJELAJAC, JOHN M	Attorney Fees for Jims Auto Body	13100-022D 7	10/31/2013	30.00	11/13
	8149	BJELAJAC, JOHN M	Honeywell Energy Services Agreement	13100-074D 2	10/31/2013	765.00	11/13
	8149	BJELAJAC, JOHN M	Attorney Fees for Burlington Cemerery	13100-090D 1	10/31/2013	1,425.00	11/13
	8149	BJELAJAC, JOHN M	Attorney Fees for First Responder Contr.	13100-091D 1	10/31/2013	105.00	11/13
						4,815.00	*
100-515161-272	ATTORNEY - MUNICIPAL COURT						
	8149	BJELAJAC, JOHN M	Attorney Fees for Municipal Court	13100-099H 10	10/31/2013	4,305.00	11/13
Total ATTORNEY						9,120.00	
100-525211-211	POLICE - PHYSICALS						
	4154	AURORA HEALTH CARE	Acct #600003827 - Dispatcher Applicant	1796759	10/13/2013	116.00	11/13
100-525211-239	POLICE - EQUIPMENT NON CAPITAL						
	5364	DIGICORP	PC'S, MS OFFICE AND MONITORS	301632	10/31/2013	3,475.00	11/13
100-525211-240	POLICE - FUEL, OIL						
	1050	DOUG'S AUTO	DOUGS AUTO OIL CHANGE POLICE	02168	09/27/2013	24.95	11/13
	1050	DOUG'S AUTO	DOUGS AUTO OIL CHANGE POLICE	021796	10/28/2013	24.95	11/13
	7335	GOODWRENCH QUICK LUBE	GOODWRENCH QUICK LUBE PD	422263	10/31/2013	25.88	11/13
						75.78	*
100-525211-242	POLICE - REPAIR/MTCE EQUIP						
	1050	DOUG'S AUTO	DOUGS AUTO POLICE DEPT	021830	11/09/2013	12.36	11/13
	5477	BUMPER TO BUMPER	BUMPER TO BUMPER POLICE	252956	10/21/2013	8.28	11/13
						20.64	*
100-525211-244	POLICE - REPAIR & MAINTENANCE						
	5585	GENERAL COMMUNICATIONS, INC	GENERAL COMMUNICATIONS POLIC	194953	10/18/2013	972.00	11/13
100-525211-248	POLICE - REP & MAINT BUILDING						
	1088	RUNDLE-SPENCE	Rundle-Spence - Police Dept	S2200991.001	10/10/2013	21.93	11/13
	4140	DASH MEDICAL GLOVES, INC	DASH MEDICAL GLOVES POLICE	INV0826584	11/06/2013	62.90	11/13
						84.83	*
100-525211-299	POLICE - SUNDRY CONTRACT						
	1531	ProPhoenix Corporation	PHOENIX SOFTWARE - BADGER TRA	2013056	03/25/2013	4,800.00	11/13
100-525211-310	POLICE - OFF SUPP-POSTAGE						
	1373	BEST STAMPS	PRE-INKED STAMPER	353860	10/23/2013	80.00	11/13
	3635	RICHTER'S MARKETPLACE	RICHTER FOODS POLICE DEPT WAT	102413PD	10/24/2013	5.85	11/13
	7135	BUBRICK'S COMPLETE OFFICE	Bubrick's office supplies	810032	10/22/2013	93.90	11/13
	7135	BUBRICK'S COMPLETE OFFICE	Bubrick's - Toner	812105	10/25/2013	531.08	11/13
	7679	STAPLES ADVANTAGE	STAPLES - POLICE DEPT	8027581898	11/02/2013	467.19	11/13

GL Acct No	Vendor	Vendor Name	Description	Invoice No	Inv Date	Amount	Period
						1,178.02	*
100-525211-324	POLICE - PUBL,SUBSCRIPTS, DUES						
	2512 WILEAG		APPLICATION FOR ACCREDITATION	2013	10/16/2013	300.00	11/13
100-525211-330	POLICE - TRAVEL						
	4018 STEINIG TAL KENNEL LLC		STEINIG TAL KENNEL CERTIFICATIO	1085	10/21/2013	375.00	11/13
	4938 WCTC		RADAR/LIDAR CRN 10001	092613	09/26/2013	113.36	11/13
	4938 WCTC		PURSUIT FOR ADMINISTRATORS CR	102313	10/23/2013	64.88	11/13
						553.24	*
100-525211-344	POLICE - JANITOR SUPPLIES						
	1951 MENARDS		MENARDS POLICE SUPPLIES	36315	10/29/2013	19.11	11/13
	1951 MENARDS		MENARDS POLICE JANITOR SUPPLIE	36829	11/05/2013	28.93	11/13
						48.04	*
100-525211-347	POLICE - FIREARM SUPP/RANGE						
	2830 STREICHER'S		Streicher's PD Ammo	L1051712	10/16/2013	140.00	11/13
100-525211-381	POLICE - INVESTIGATIONS						
	2590 REINEMANS, INC.		REINEMAN POLICE	37980	10/18/2013	10.33	11/13
	5907 ACL LABORATORIES		ACL LAB 30002225-X661 POLICE DEP	201310-0	11/04/2013	17.50	11/13
						27.83	*
	Total POLICE DEPT.					11,791.38	
100-525220-157	FIRE - INSERVICE TRAINING						
	2490 RACINE CO FIRE CHIEF'S ASSOC.		RCFCA ANNUAL DUES	2014 DUES	11/11/2013	675.00	11/13
	4354 GATEWAY - KENOSHA CAMPUS		Acct # 0129144 Fallon, Daniel	18189	11/01/2013	7.50	11/13
	4354 GATEWAY - KENOSHA CAMPUS		Fire Dept. Training	18189	11/01/2013	727.85	11/13
						1,410.35	*
100-525220-159	FIRE - CLOTHING ALLOWANCE						
	3558 LARK UNIFORM OUTFITTERS		LARK UNIFORM - JOSH, SZENTES	152376	11/01/2013	107.85	11/13
100-525220-211	FIRE - PHYSICALS						
	2284 ORGANIZATION DEVELOPMENT COM		ODC PSYCHOLOGICAL ASSESSMEN'	10881	10/31/2013	650.00	11/13
100-525220-242	FIRE - REPAIR & MAINT VEHICLES						
	1234 MAYER REPAIR		service call :2006/5A005179 Unit 921	3326S	11/05/2013	1,704.09	11/13
	1234 MAYER REPAIR		service call for 2001/1A001139 Pierce/E	3330S	10/25/2013	1,133.30	11/13
	1234 MAYER REPAIR		service call:1996/ta000554 Unit 924	3333S	11/05/2013	1,539.97	11/13
	5477 BUMPER TO BUMPER		BUMPER TO BUMPER FIRE DEPT	253669	11/01/2013	153.16	11/13
						4,530.52	*
100-525220-244	FIRE - REPAIR MAINT EQUIPMENT						
	117 ALSCO		ALSCO FIRE DEPT SUPPLIES	IMIL742360	10/30/2013	41.40	11/13
	390 BENDLIN FIRE EQUIP. CO., INC.		BENDLIN FIRE DEPT SUPPLIES	82143	11/05/2013	29.21	11/13
	1137 ATLAS OUTFITTERS		Bucket Reel and Sling	11263	10/29/2013	482.75	11/13
	1224 5 ALARM FIRE AND SAFETY		5 Alarm Fire & Safety - Equipment	135176-1	10/29/2013	478.44	11/13
	1522 MARSARS Water Rescue Systems		600' Ice Rescue Reel	8819	10/30/2013	591.11	11/13
	4083 EAGLE ENGRAVING		EAGLE ENGRAVING FIRE DEPT SUPI	2013-2498	10/30/2013	378.98	11/13
	5016 WI DEPT OF JUSTICE-2688		WI DEPT OF JUSTICE CIB FIRE DEPT	G1026T 10/13	10/31/2013	7.00	11/13
						2,008.89	*
100-525220-248	FIRE - REPAIR MAINT BLDGS						
	1951 MENARDS		MENARDS FIRE DEPT SUPPLIES	36920	11/06/2013	11.79	11/13
	2590 REINEMANS, INC.		Reinemans - Fire Dept	37376	10/10/2013	17.98	11/13
						29.77	*
	Total FIRE DEPT.					8,737.38	

GL Acct No	Vendor	Vendor Name	Description	Invoice No	Inv Date	Amount	Period
100-525231-298	BLDG INSP - CONTRACT						
	4069	MUNICIPAL SERVICES, LLC	MUNICIPAL SERVICES- INSPECTION	201342	11/02/2013	513.00	11/13
100-525231-310	BLDG INSP - OPERATING SUPPLIES						
	7679	STAPLES ADVANTAGE	STAPLES BLDG INSPECTION SUPPLI	8027581898	11/02/2013	6.64	11/13
Total BUILDING INSP.						519.64	
100-535321-159	STREETS - CLOTHING ALLOWANCE						
	117	ALSCO	ALSCO DPW - STREETS	IMIL742372	10/30/2013	70.93	11/13
	117	ALSCO	ALSCO DPW - STREETS	IMIL745072	11/06/2013	101.45	11/13
						172.38	*
100-535321-244	STREETS - REP MAINT EQUIPMENT						
	1378	GRAY'S INC.	Gray's DPW Schmidt Blade	30863	10/24/2013	2,060.00	11/13
100-535321-248	STREETS REP & MAINT BLDG						
	117	ALSCO	ALSCO DPW - Water, Streets & Park	IMIL745073	11/06/2013	40.16	11/13
100-535321-298	STREETS - CONTRACT SERVICES						
	1291	DP ELECTRONIC RECYCLING	DP Electronic Recycling	842	10/29/2013	43.50	11/13
	2815	STEPP EQUIPMENT COMPANY	Labor - Preventive Maintenance & Safet	781287	10/25/2013	400.00	11/13
						443.50	*
100-535321-310	STREETS - OFF SUPP/POSTAGE						
	2470	QUILL CORPORATION	QUILL DPW OFFICE SUPPLIES	6833574	10/29/2013	91.99	11/13
	8696	CANON SOLUTIONS AMERICA, INC	Copier - DPW Serial FRU34827	4011200795	11/01/2013	20.03	11/13
						112.02	*
100-535321-350	STREETS - REP MAINT SUPPLIES						
	1140	ELKHORN CHEMICAL & PACKAGING	ELKHORN CHEM STREETS	540622	10/25/2013	279.48	11/13
	1563	J & T SUPPLY COMPANY	J & T SUPPLY CO DPW SUPPLIES	11583	10/31/2013	114.53	11/13
	1732	LANGE ENTERPRISES	LANGE ENTERPRISES- Signs	49303	11/05/2013	208.74	11/13
	1820	LOIS TIRE SHOP, INC.	tire repair 2005 Chevrolet 2500 TRK # 4	335268	10/31/2013	35.00	11/13
	2060	MOTOR PARTS COMPANY, LLC.	Motor Parts - parts for stock	231544	10/24/2013	29.98	11/13
	2341	PAYNE & DOLAN, INC.	Payne & Dolan - Streets Dept	1241969	10/24/2013	39.04	11/13
	2587	REINDERS INC	REINDERS DPW	1461244-01	10/24/2013	442.84	11/13
	2587	REINDERS INC	REPLACEMENT YELLOW BRUSH	1461244-02	10/24/2013	216.67	11/13
	3120	WELDERS SUPPLY COMPANY	WELDERS SUPPLY CO OXYGEN DPV	245946	10/31/2013	25.60	11/13
	7406	OTTO PAAP CO, INC	OTTO PAAP CO DPW SUPPLIES	88887	10/30/2013	16.55	11/13
						1,408.43	*
100-535321-374	STREETS -EMERGENCY GOVT SAFETY						
	4488	RC ELECTRONIC, INC	Service Call - Install Battery Charger Bo	639391	10/23/2013	320.00	11/13
Total STREET ADMINISTRATION						4,556.49	
100-545411-291	HEALTH OFFICER-CONTRACT						
	4325	MEMORIAL HOSPITAL-WRCHD	MEMORIAL HOSPITAL WRCHD	102813	10/28/2013	5,823.41	11/13
Total HEALTH OFFICER						5,823.41	
100-545430-298	ANIMAL SHELTER						
	709	WISCONSIN HUMANE SOCIETY	ANIMAL SHELTER CONTRACT	179	11/01/2013	519.58	11/13

GL Acct No	Vendor	Vendor Name	Description	Invoice No	Inv Date	Amount	Period
Total DOG POUND						519.58	
100-555551-159	PARKS - CLOTHING						
	117	ALSCO	ALSCO DPW - PARKS	IMIL742372	10/30/2013	30.00	11/13
	117	ALSCO	ALSCO DPW - PARKS	IMIL745072	11/06/2013	50.00	11/13
						80.00	*
100-555551-244	PARKS - REPAIR MAINT EQUIPMENT						
	3014	VERMEER WISCONSIN, INC	VERMEER - PARK SUPPLIES	20156085	11/01/2013	64.37	11/13
100-555551-248	PARKS - REPAIR MAINT BLDGS						
	117	ALSCO	ALSCO DPW - Water, Streets & Park	IMIL745073	11/06/2013	20.07	11/13
100-555551-298	PARKS - OUTSIDE SERVICES						
	1295	LARSON ENGINEERING, INC.	Echo Park Pavilion - Analysis	0018762	10/31/2013	810.00	11/13
	2330	PATS SERVICES, INC	CITY OF BURLINGTON ECHO PARK	A-93973	10/28/2013	80.00	11/13
	2330	PATS SERVICES, INC	CITY OF BURLINGTON DEVOR PARK	A-94438	11/05/2013	70.00	11/13
	2330	PATS SERVICES, INC	CITY OF BURLINGTON BUSHNELL PA	A-94463	11/06/2013	80.00	11/13
	2587	REINDERS INC	Reinders- application fee	1427098-03	10/31/2013	645.00	11/13
	3966	BREEZY HILL NURSERY INC.	BREEZY HILL NURSERY	L-171615	10/25/2013	9,809.00	11/13
	5906	MINUTEMAN PRESS OF BURLINGTOI	Door Hangers -Tree Care Instructions	18474	10/24/2013	73.67	11/13
						11,567.67	*
100-555551-310	PARKS - OFFICE SUPP, POSTAGE						
	8696	CANON SOLUTIONS AMERICA, INC	Copier - DPW Serial FRU34827	4011200795	11/01/2013	10.00	11/13
100-555551-350	PARKS - REPAIR/MTCE SUPPLIES						
	1951	MENARDS	MENARDS PARK DEPT	36201	10/28/2013	23.34	11/13
	2587	REINDERS INC	Reinders- Park Dept	1461244-00	10/23/2013	111.67	11/13
	2590	REINEMANS, INC.	Reinemans - Parks Supplies	38562	10/28/2013	14.39	11/13
	2590	REINEMANS, INC.	Reinemans - Parks Supplies	39230	11/06/2013	36.28	11/13
						185.68	*
Total PARKS						11,927.79	
100-565641-298	PLAN COMM - CONTRACT SVCS						
	1940	MEEHAN & COMPANY, INC.	MEEHAN & COMPANY OCTOBER BILI	OCT2013	10/09/2013	229.13	11/13
	8149	BJELAJAC, JOHN M	Attorney Fees for Housing Task Force	10100-055D 20	10/31/2013	45.00	11/13
						274.13	*
Total PLANNING COMMISSION						274.13	
Total GENERAL FUND						61,436.15	
621-181000	CONSTRUCTION IN PROGRESS						
	8641	STAAB CONSTRUCTION CORP.	PHASE II-WWTF UPGRADES & IMPROV	051513 PMNT 14	11/13/2013	236,893.18	11/13
621-575740-246	REPAIRS,MAINT OFF EQUIPMENT						
	7717	INFOR (US). INC	MP2 Access Maintenance Renewal	9-93572	10/17/2013	1,530.77	11/13
621-575740-248	PLANT OPERATION						
	7691	SRS ROOFING & SHEET METAL, INC	SRS Roofing WWTP Dept repairs & Ma	93319	10/24/2013	2,402.50	11/13

GL Acct No	Vendor	Vendor Name	Description	Invoice No	Inv Date	Amount	Period
621-575740-249	LABORATORY						
	1477	IDEXX LABORATORIES	IDEXX SUPPLIES WWTP	2725974705	10/21/2013	1,130.69	11/13
621-575740-253	PHOSPHATE REMOVAL						
	1095	KEMIRA WATER SOLUTIONS	KEMIRON COMP WWTP FERROUS C	9017359903	10/23/2013	1,936.51	11/13
621-575740-254	SLUDGE REMOVAL						
	2828	ASHLAND	ASHLAND WWTP PRAESTOL	130523099	10/23/2013	4,050.00	11/13
621-575740-298	CONTRACT SERVICE						
	2620	ROMENESKO, PATRICK S.C.	For Professional Services	17763	10/31/2013	125.00	11/13
Total WASTEWATER FUND EXPENSES						<u>11,175.47</u>	
Total WASTEWATER OPERATIONS FUND						<u>248,068.65</u>	
622-506230-000	SUPPLIES						
	2723	SHERWIN-WILLIAMS	floor paint for radium buildings	5571-9	10/16/2013	196.98	11/13
Total 622-506230						<u>196.98</u>	
622-506510-000	MAINS, WATER BREAKS-SUPPLIES						
	5721	HD SUPPLY WATERWORKS, LTD.	HD maint. main	B636602	10/21/2013	347.72	11/13
Total 622-506510						<u>347.72</u>	
622-506520-000	SERVICE-SUPPLIES						
	5721	HD SUPPLY WATERWORKS, LTD.	HD maint. serv	B636602	10/21/2013	75.48	11/13
Total 622-506520						<u>75.48</u>	
622-509030-000	OFFICE SUPPLIES						
	117	ALSCO	ALSCO WATER DEPT	IMIL739687	10/23/2013	27.47	11/13
Total 622-509030						<u>27.47</u>	
622-509210-000	OFFICE SUPPLY						
	7679	STAPLES ADVANTAGE	STAPLES WATER DEPT	8027581898	11/02/2013	223.12	11/13
	8696	CANON SOLUTIONS AMERICA, INC	Copier - DPW Serial FRU34827	4011200795	11/01/2013	20.03	11/13
						<u>243.15</u>	*
Total 622-509210						<u>243.15</u>	
622-509230-000	OUTSIDE SERVICES						
	2620	ROMENESKO, PATRICK S.C.	For Professional Services	17763	10/31/2013	125.00	11/13

GL Acct No	Vendor	Vendor Name	Description	Invoice No	Inv Date	Amount	Period
Total 622-509230						125.00	
622-509350-000	GENERAL PLANT-SUPPLIES						
	117	ALSCO	ALSCO DPW - Water, Streets & Park	IMIL745073	11/06/2013	40.16	11/13
Total 622-509350						40.16	
Total WATER UTILITY FUND						1,055.96	
623-575740-245	REPAIR, MAINTENANCE GROUNDS						
	5880	F & W LANDSCAPE SPEC.	F & W LANDSCAPE AIRPORT CUTTIN	2800	11/01/2013	1,200.00	11/13
Total 623-575740						1,200.00	
Total AIRPORT FUND						1,200.00	
Grand Total:						311,760.76	

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
100081100	BERNDT, LINDA M.	2.57	.00	.00	.00	.00	.00	2.57
100101194	WORKMAN, CRAIG C.	.00	.00	.00	214.70	52.00	.00	266.70
Grand Totals:	2 Employees	2.57	.00	.00	214.70	52.00	.00	269.27



**City Clerk**

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

<b>Common Council Agenda Item Number: 10</b>	<b>Date:</b> November 19, 2013
<b>Submitted By:</b> Diahnn Halbach, City Clerk	<b>Subject:</b> Licenses & Permits

**APPROVALS**

**OPERATOR'S LICENSES RECOMMENDED FOR APPROVAL**

- Kulp, Sean Martin
- Fritz, Wayne Jeff
- Balogh, Vincent Martin
- Maynard, Richard Scott
- Wondrash, Ida L.
- Storey, Evan M.
- Stieg, Corin Lee
- Held, Maggie Mae
- Leonard, Liz Rebecca
- Chamberlin, Keely Nicole
- Schweiger, Katrina Alayne
- Bent, Samantha Jo

**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 19, 2013 Common Council meeting.



## CITY OF BURLINGTON

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

<b>Common Council Agenda Item Number: 12A</b>	<b>Date:</b> November 19, 2013
<b>Submitted By:</b> Kevin Lahner, City Administrator & Steve DeQuaker, City Treasurer	<b>Subject:</b> Public Hearing A for the proposed 2014 Annual Budget.

**Details:**

A Public Hearing has been scheduled to hear comments from the public regarding the proposed 2014 Annual Budget. Workshops were conducted in October with the Common Council and Department Heads to project City revenues and expenses for the next year.

**Options & Alternatives:**

A Public Hearing on the Budget is required by state law.

**Financial Remarks:**

The levy limit based upon net new construction is \$5,531,616. This is up .52% from the 2013 levy of \$5,503,274. The 2014 budget is based on the new levy limit. The City's General Fund budget expenditures are \$7,516,937. The budget reflects Common Council priorities of devoting funds to Equipment Replacement, Capital Improvements, Street Maintenance, New Programs, TIF Districts, Utility Funds and Library. The City's total budget, including all funds is \$20.1 million.

**Executive Action:**

This item is for public comment only.

	<u>Fund Balance</u> <u>1/1/2014</u>	<u>Total</u> <u>Revenues</u>	<u>Total</u> <u>Expenditures</u>	<u>Fund Balance</u> <u>12/31/2014</u>
<b>Governmental:</b>				
General	\$ 1,766,957	\$ 7,615,846	\$ 7,506,261	\$ 1,876,542
Library	\$ 76,904	\$ 710,400	\$ 787,254	\$ 50
Block Grant	\$ 142,785	\$ 48,000	\$ 139,800	\$ 50,985
TIF 3 RLF Loan	\$ 602,968	\$ -	\$ -	\$ 602,968
Wehmoft	\$ 54,866	\$ 130	\$ -	\$ 54,996
Park Development	\$ 120,984	\$ 79,310	\$ 120,000	\$ 80,294
Library Trust	\$ 96,296	\$ 9,145	\$ 14,850	\$ 90,591
DeRoziert	\$ -	\$ -	\$ -	\$ -
Debt Service -TIF 3	\$ 2,454,258	\$ 3,547,449	\$ 3,876,887	\$ 2,124,821
TIF 3 Capital Projects	\$ -	\$ -	\$ -	\$ -
Debt Service	\$ (19,493)	\$ 448,811	\$ 429,318	\$ -
Debt Service -ER TID	\$ (1,741,583)	\$ 152,322	\$ 201,643	\$ (1,790,904)
Capital Projects - Infr.	\$ (1,265,037)	\$ 483,825	\$ 481,525	\$ (1,262,737)
Storm Water	\$ 13,286	\$ 3	\$ -	\$ 13,289
Façade Grants	\$ (3,351)	\$ 30,014	\$ 10,000	\$ 16,663
Downtown Redev	\$ 1	\$ -	\$ -	\$ 1
Equipment Replacement	\$ 1,533,100	\$ 258,000	\$ 408,950	\$ 1,382,150
<b>Enterprise:</b>				
Wastewater	\$ 33	\$ 2,447,750	\$ 1,693,319	\$ 754,464
Water	\$ 76,594	\$ 2,184,585	\$ 1,991,090	\$ 270,089
Airport	\$ 250,978	\$ 991,225	\$ 933,380	\$ 308,823
<b>Internal Service:</b>				
Self Insurance	\$ 583,851	\$ 1,036,167	\$ 1,266,413	\$ 353,605
	\$ <u>4,744,398</u>	\$ <u>20,042,982</u>	\$ <u>19,860,689</u>	\$ <u>4,926,691</u>

Date : October 22, 2013

Submitted by: Steven J. DeQuaker, Budget Officer/Treasurer



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

<b>Common Council Agenda Item Number: 13A</b>	<b>Date:</b> November 19, 2013
<b>Submitted By:</b> Kevin Lahner, City Administrator	<b>Subject:</b> Resolution 4638(28) to consider approving a Lease Agreement with U.S. Bankcorp Government Leasing and Finance, Inc with the Honeywell Energy Services improvement project.

**Details:**  
Under an Energy Savings Performance Contract, the City can work with Honeywell Energy Services to complete comprehensive improvements to our facilities on a cost-neutral basis. The performance contracts are allowed under existing state law, and Honeywell must guarantee that the projects perform as promised, or they must pay the difference. Honeywell has proposed several items which will greatly reduce our overall energy costs. The proposed solutions are cost neutral, producing positive cash flow within five years and achieving a payback in less than eight years. Under the contract, Honeywell must guarantee these savings and demonstrate that their solutions are working as planned.

Through third-party financing, the projects would be financed over a period of time with U.S. Bankcorp Government Leasing and Finance, Inc., with the energy savings being used to pay for the cost of the projects. Estimated costs for the total energy project are \$1.1 million, to be financed over a 15-year period. The project would achieve positive cash flow in year eight. Energy consumption across all city buildings would be reduced by approximately 20 percent. Using the performance contracting method, the project would be budget-neutral.

**Options & Alternatives:**  
The City could decline moving forward with this project at this time. We would continue to maintain our existing systems and implement new technology as the equipment is due to be replaced.

**Financial Remarks:**  
Estimated costs for the total energy project are \$1.1 million, to be financed over a 15-year period. The project would achieve positive cash flow in year eight. Energy consumption across all city buildings would be reduced by approximately 20 percent. Using the performance contracting method, the project would be budget-neutral.

**Executive Action:**  
This item was discussed at the November 5, 2013 Committee of the Whole meeting and is scheduled for the November 19, 2013 Common Council meeting for consideration.

**RESOLUTION AUTHORIZING THE EXECUTION AND DELIVERY OF A MASTER  
TAX-EXEMPT LEASE PURCHASE AGREEMENT, AND RELATED INSTRUMENTS,  
AND DETERMINING OTHER MATTERS IN CONNECTION THEREWITH**

**WHEREAS**, the governing body of City of Burlington ("Lessee") desires to obtain certain equipment (the "Equipment") described in the Equipment Schedule to the Master Tax-Exempt Lease Purchase Agreement (collectively, the "Agreement") with U.S. Bancorp Government Leasing and Finance, Inc. ("Lessor"), the form of which has been available for review by the governing body of Lessee prior to this meeting; and

**WHEREAS**, the Equipment is essential for the Lessee to perform its governmental functions; and,

**WHEREAS**, Lessee has taken the necessary steps, including those relating to any applicable legal bidding requirements, to arrange for the acquisition of the Equipment; and,

**WHEREAS**, Lessee proposes to enter into the Agreement with Lessor substantially in the forms presented to this meeting.

**NOW, THEREFORE, BE IT RESOLVED BY THE GOVERNING BODY OF LESSEE AS  
FOLLOWS:**

Section 1. It is hereby found and determined that the terms of the Agreement in the forms presented to this meeting and incorporated in this resolution are in the best interests of Lessee for the acquisition of the Equipment.

Section 2. The Agreement and the acquisition and financing of the Equipment under the terms and conditions as described in the Agreement are hereby approved. The Mayor of Lessee and any other officer of Lessee who shall have power to execute contracts on behalf of Lessee be, and each of them hereby is, authorized to execute, acknowledge and deliver the Agreement with any changes, insertions and omissions therein as may be approved by the officers who execute the Agreement, such approval to be conclusively evidenced by such execution and delivery of the Agreement. The Mayor of the Lessee and any other officer of Lessee who shall have power to do so be, and each of them hereby is, authorized to affix the official seal of Lessee to the Agreement and attest the same.

Section 3. The proper officers of Lessee be, and each of them hereby is, authorized and directed to execute and deliver any and all papers, instruments, opinions, certificates, affidavits and other documents and to do or cause to be done any and all other acts and things necessary or proper for carrying out this resolution and the Agreement.

Section 4. Pursuant to Section 265(b) of the Internal Revenue Code of 1986, as amended (the "Code"), Lessee hereby specifically designates the Agreement as a "qualified tax-exempt obligation" for purposes of Section 265(b)(3) of the Code.

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

Introduced: November 5, 2013  
Adopted:

---

Robert Miller, Mayor

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Diahnn Halbach, City Clerk



## CITY OF BURLINGTON

### Department of Public Works

Street, Park, Water and Wastewater Departments  
2200 S. Pine Street, Burlington, WI, 53105  
(262) 539-3770 – (262) 539-3773 fax  
[www.burlington-wi.gov](http://www.burlington-wi.gov)

<b>Common Council Agenda Item Number: 14A</b>	<b>Date:</b> November 19, 2013
<b>Submitted By:</b> Craig Workman, Director of Public Works	<b>Subject:</b> Ordinance 1973(7) amending Ch. 259 of the Burlington Municipal Code entitled "Sewers."

#### **Details:**

Chapter 259 of the Burlington Municipal code establishes requirements for the various users of the City's wastewater collection and treatment systems. This code section also enables the City to comply with the provisions and discharge criteria required by Wisconsin Administrative Code. It is prudent to review and update this section of the Municipal Code on a regular basis to account for changes at the State level, improve the strength and enforceability of the code, simplify and clarify sections of the code that may be unclear, and account for changes in word usage or definition.

#### **Options & Alternatives:**

If Ch. 259 is unchanged, the current version of the code will remain in enforcement.

#### **Financial Remarks:**

Ch. 259 does not set fees or establish rates. Fees are set by the City according to the current fee schedule and sewer rates are adjusted based on the most recent rate study

#### **Executive Action:**

This item was discussed at the October 1, 2013 Committee of the Whole meeting and is scheduled for the November 19, 2013 Common Council meeting for consideration

**AN ORDINANCE AMENDING CERTAIN PORTIONS  
OF CHAPTER 259, ENTITLED "SEWERS"**

The City Common Council of the City of Burlington, Wisconsin, do ordain as follows:

**Section 1.** The "Comment" section for each of the following ordinance amendments is for information only, and (i) is not part of the ordinance being adopted, and (ii) is not to be printed in the Code of Ordinances.

**Section 2.** The following definitions contained in Section 259-2, entitled "Definitions and word usage" are repealed, and are recreated as follows:

**CITY'S PLANNING AREA** – The area delineated in map form by the City's October 2005 Wastewater Facilities Plan, prepared by Applied Technologies, Inc. as the planning area of the City. The City's planning area may, as needed, be modified from time to time.

**CUSTOMER SERVICE CHARGE** – A fixed monthly or quarterly charge payable by all users of the system (except for Brown's Lake, licensed disposers, and any other entity/person that has a separate payment arrangement with the City) for certain administration costs and inflow/infiltration associated costs.

**NORMAL DOMESTIC STRENGTH WASTEWATER** – Wastewater with all of its organic concentrations no greater than the following specified values: BOD no greater than 175 mg/l, TSS no greater than 360 mg/l, and Total-P no greater than 4.0 mg/l. These concentration values may from time to time be modified by the City.

**UTILITY MANAGER** – The City's Director of Public Works, or his authorized agent.

**WISCONSIN PLUMBING CODE** – The State of Wisconsin Plumbing Code, as created and contained in the applicable provisions of the State of Wisconsin Administrative Code.

**Section 3.** Section 259-4(A) is repealed, and is recreated as follows:

**§ 259-4. Public sewer connections.**

- A. Mandatory sewer connection.
- (1) Connection required. Each building usable for human habitation, occupancy, employment, recreation, or any other similar purpose that is located either adjacent to a sewer main or in a block through which the system extends shall connect, and shall remain connected, to the City's sewerage system within 180 days of written notice from the City, except as provided in Subsection A(2).
  - (2) Exceptions permitted. If City sewer service is not available, a building may be served by a septic tank, provided that the building

connects to the City's sewerage system when sewer service does become available.

- (3) Notification to connect. If a building is subject to the connection requirement of Subsection A(1), the City shall serve on the owner of the building, personally or by certified mail, return receipt requested, a written notice of the need for the owner to connect the building, or cause the building to be connected, to the system. The notification shall specify the amount of any charge or fee to be paid by the owner, including the connection fee as required by § 259-5, and, if necessary, the type, size, and method of connection with the public sewer to ensure a properly designated and constructed connection.
- (4) Payment of fees. Within 180 days after receipt of the notice, the owner shall pay all applicable charges, including the connection fee, and cause the connection to be made at his own expense in conformity with the requirements prescribed by §§ 259-3C and D and 259-4C to E. If the charges and fees are not paid within 180 days after receipt of notice, such charges shall be assessed as a special tax lien against the property. If the owner is unable to pay the applicable charges and fees in one sum, the owner may request that these costs be paid in a maximum of five equal annual installments with an interest rate to be established by the City's Common Council, but not more than 10% per annum, with the unpaid balance to be a special tax lien against the property, pursuant to § 281.45, Wis. Stats.
- (5) Owner's failure to connect.
  - (a) If an owner fails to comply with the connection notice under Subsection A(3) within 180 days, the City may take such steps as are available under the law to have the connection made.
  - (b) If the City causes the connection to be made, the City shall serve on the owner, after the work is fully completed, a detailed statement of the items of cost for the connection, including reasonable actual attorneys' fees, administrative expenses, and any other appropriate charges or fees, including the connection fee required by § 259-5. The owner shall pay these costs within 30 days after receipt of the City's statement. If the owner fails to pay these costs within the permitted time period, the City may assess all of the costs as a special tax against the benefitted property, provided the owner has not filed a written option as permitted by Subsection A(5)(c).
  - (c) Within 30 days after the City's completion of the connection work, the owner may file a written option with the City Clerk stating that he cannot pay the outstanding installation costs, including any other applicable charge and the connection fee, in one sum and requesting that these costs and fees be levied in a maximum of five equal installments with an interest rate to be established by the City's Common Council, but not

more than 10% per annum from the date of completion of the work. Any unpaid balance shall become a special tax lien against the property in accordance with the authority of § 281.45, Wis. Stats.

- (a) 180 days is now allowed for connections and payment of fees, as opposed to the original 30-day time period.
- (b) The interest rate used for payments placed on the tax rolls will now be set by the Common Council (up to 10%), as opposed to the prior fixed rate of 10%.
- (c) Subsection 5(a) has been revised to simply refer to all of the legal remedies available to the City of there is a failure of compliance, and 5(b) has been amended to allow the City to collect actual reasonable attorneys' fees in an enforcement action.

**Section 4.** Section 259-6(B), pertaining to entry onto a sewer customer's property, is repealed, and recreated as follows:

- B. Entry prevented. In the event that a person prevents, obstructs, or hinders a City employee from entering the person's property or premises, or from performing any of the activities specified in above Subsection A, then the City may avail itself of any and all remedies available under the law to obtain such entry and/or perform such activities. This shall include, but not be limited to, the penalty provisions provided in § 259-29.

**Section 5.** Section 259-20(B), pertaining to the establishment of sewer service charges, is repealed, and recreated as follows:

- B. It shall be the policy of the City to establish sewer service charges in an amount sufficient to (i) pay for the costs of the operation and maintenance of the sewerage system (including contributions to a replacement fund), (ii) pay for the debt service (including debt service reserves and coverage requirements) of the financial obligations pertaining to the sewerage system, and (iii) establish a reserve fund for future projects and/or other expenses.

**Section 6.** Section 259-21(B)(1), pertaining to sewer use charges, is repealed, and recreated as follows:

- B. Sewer use charge.
  - (1) Establishment of charge. A sewer use charge will be hereby imposed upon all users of the sewer system. The charge will recover the component of total operation, maintenance, and capital costs of the sewerage system which relate to sewerage flow attributable to users of the system. The sewer use charge shall be based upon the cost of treating flow, BOD, suspended solids, Total-P, and septage at the strength of domestic wastewater. The sewer use charge shall consist of a volumetric charge in terms of dollars per hundred cubic feet.

**Section 7.** Section 259-22(B), pertaining to the computation of sewer charges, is repealed, and is recreated as follows:

- B. Computation of charges. The methodology for computation of the sewer service charges for the various customer classifications shall be as set forth in (i) the most recent sanitary sewer study approved by the City's Common Council, and/or (ii) as otherwise provided for in this ordinance or action of the City's Common Council.

**Section 8.** Section 259-28, entitled "Legal action", is repealed, and is recreated as follows:

**§ 259-28. Legal action.**

If any user discharges any pollutant, wastewater, or waste into the City's sewerage system contrary to the provisions of this chapter, federal or state pretreatment requirements, or any order of the City or permit issued by the City, or violates any other provision of this chapter, City order, City permit, or federal or state law or regulation, the City Attorney may, in addition to the procedures prescribed by §§ 259-24 and 259-25, commence an action for legal and/or equitable relief in the appropriate judicial forum. If initiated, this court action does not constitute any election of remedies by the City, and it may pursue any other remedies available to it at law or under this chapter.

**Section 9.** Section 259-29, entitled "Civil Penalties", is amended by adding the following phrase to the first sentence of that section, after the introductory phrase that reads, "Except as otherwise provided herein,":

and in addition to any other legal remedies that may be available to the City,

**Section 10.** Section 259-30, entitled "Liability to City for losses", is amended by adding the following language after the existing phrase "...liable to the City for any expense" in the first sentence:

(including, but not limited to, reasonable actual attorneys' fees, engineering fees, fees of any other consultants or experts, administrative costs, City employee and equipment costs, and any independent contractor costs)

**Section 11.** Section 259-10(B)(19), pertaining to discharge prohibitions and limitations, is amended by adding the following entries after the lead-in language of subparagraph (B)(19):

Ammonia	224(1) mg/l
Arsenic, Total	0.6 mg/l
Cyanide, Total	2.9 mg/l
Hexane extractable materials (this limit applies to results obtained using Method 1664, as established by 40 CFR 136)	300 mg/l

**Section 12.** Section 259-21(B)(2)(b)[1], pertaining to charges to industrial users, is deleted, and is recreated as follows:

[1] Measurement of flow. The volume of flow for computing sewer service charges

shall be based on the records of sewage meter readings maintained by the Industrial User or, if approved by the Utility Manager, based on the water consumption of the industrial user as shown in the records of the water meter readings maintained by the Burlington Water Utility, except as provided in Subsection B(2)(b)[2] and [3].

**Section 13.** Section 259-21(C)(1), pertaining to surcharges for industrial users, is amended as follows:

- a) That part of the formula which states "B-160" in the first surcharge entry is changed to "B-175".
- b) That part of the formula which states "S-170" in the second surcharge entry is changed to "S-360".
- c) That part of the formula which states "P-3.69" in the third surcharge entry is changed to "P-4".

**Section 14.** This ordinance shall take effect and be in full force after its passage and publication as required by law.

Introduced: October 1, 2013  
Adopted: October 15, 2013

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Robert Miller, Mayor

Attest:

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Diahnn Halbach, City Clerk