



AGENDA
COMMON COUNCIL
Tuesday, October 7, 2014

**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, Council President & Alderman, 2nd District
Ruth Dawidziak, Alderman, 2nd District
Tom Vos, Alderman, 3rd District
Jon Schultz, Alderman, 3rd District
Tom Preusker, Alderman, 4th District
Todd Bauman, Alderman, 4th District

1. Roll Call
2. Pledge of Allegiance to the Flag
3. Citizen Comments
4. Chamber of Commerce Representative
5. Approval of the Common Council minutes for September 16, September 19, and September 30, 2014 (*E. Johnson*)
6. Letters and Communications: None
7. Reports by Aldermanic Representatives and Department Heads
8. Reports 1-5 (*P. Hintz*)
9. Payment of Vouchers (*R. Dawidziak*)
10. Licenses and Permits (*T. Vos*)
11. Appointments and Nominations: None

12. **PUBLIC HEARINGS:**

None

13. **RESOLUTIONS:**

- A. Resolution 4691(25) to approve a two-year agreement with Central Racine County Board of Health for Public Health Services. This item was discussed at the September 16, 2014 Committee of the Whole meeting. (*J. Schultz*)
- B. Resolution 4693(27) to approve a reduction in the irrevocable letter of credit for the public infrastructure improvements for the Glen at Stonegate Subdivision, Addition One. This item was discussed at the September 16, 2014 Committee of the Whole meeting. (*T. Preusker*)
- C. Resolution 4694(28) to approve the purchase of a sport utility vehicle (SUV) for the Building Inspection Department for the not-to-exceed amount of \$15,000, plus title and license fees. This item was discussed at the September 16, 2014 Committee of the Whole meeting. (*T. Bauman*)

14. **ORDINANCES:**

- A. Ordinance 1990(9) to repeal Chapter 57-8(B) and creating Chapter 176 of the City of Burlington Municipal Code relating to the Health Department. This item was discussed at the September 16 2014 Committee of the Whole meeting. (*R. Prailes*)

15. **MOTIONS:**

- A. Motion 14-785 to approve a Certificate of Appropriateness and Sign Permit in the HPC Overlay District for 484 N. Pine Street. This item was discussed at tonight's Committee of the Whole meeting. (*E. Johnson*)
- B. Motion 14-786 to approve a Certificate of Appropriateness and Sign Permit in the HPC Overlay District for 456 Milwaukee Avenue. This item was discussed at tonight's Committee of the Whole meeting. (*P. Hintz*)

16. **ADJOURNMENT** (*R. Dawidziak*)

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



CITY OF BURLINGTON

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

Common Council Agenda Item Number: 5	Date: October 7, 2014
Submitted By: Diahnn Halbach, City Clerk	Subject: Meeting Minutes

Details:

Attached please find the Minutes from the September 16, September 19, and September 30, 2014 Common Council meetings. 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 October 7, 2014 Common Council meeting.



CITY OF BURLINGTON
Official Minutes of the Common Council
Robert Miller, Mayor
Diahnn C. Halbach, City Clerk
Tuesday, September 16, 2014

1. Call To Order – Roll Call

Mayor Robert Miller called the meeting to order at 7:15 p.m. starting with roll call. Aldermen present: Bob Prailes, Ed Johnson, Peter Hintz, Ruth Dawidziak, Tom Vos, Tom Preusker and Todd Bauman. Excused: Jon Schultz.

Also present: City Administrator Kevin Lahner, City Attorney John Bjelajac, Police Chief Peter Nimmer, Public Works Director Craig Workman, Director of Administrative Services Megan Watkins, Treasurer Steve DeQuaker, Library Director Gayle Falk, and Tom Foht of Kapur & Associates.

2. Pledge of Allegiance

3. Citizen Comments

There were no comments.

4. Chamber of Commerce Representative

Tom Foht, representative for the Chamber of Commerce, reported that the annual golf outing was successful. Foht also reminded everyone about the Business After Hours at Community State Bank and the United Way Fundraiser campaign scheduled for September 18, 2014 from 5 to 7 pm.

5. Approval of the September 2, 2014 Common Council Minutes

A motion was made by Preusker with a second by Hintz to approve the Council Minutes from September 2, 2014.

With all in favor, the motion to approve the minutes was carried.

6. Letters and Communications

A. Correspondence from Alderman Schultz regarding his absence from the September 16th meetings.

B. Correspondence from Alderman Bauman regarding his absence from the September 16th meetings

Mayor Miller stated that Bauman was present so therefore his communications was null and void.

A motion was made by Prailes with a second by Dawidziak to approve Letters and Communications as presented.

With all in favor, the motion to approve Letters and Communications was carried.

7. Reports by Aldermanic Representatives and Department Heads

Prailes inquired about the traffic counters and if anybody knew why they were there. Lahner responded that they are DOT traffic counters and were installed without discussing with the City first. Lahner further stated that his best guess for why they were placed to measure the post by-pass traffic count.

Johnson reported that he has received some comments from people about electronic recycling and wanted to know what other options people have now that the DPW no longer collects these items. Lahner responded that the vendor that collected the electronics used to provide that service for free but due to changes in the laws, needed to start charging fees and the City is in the process of trying to find a different vendor. Lahner further stated that ASDA will collect most types of electronics and will pick up for a fee. Johnson asked if there would be another clean sweep this year. Lahner responded that there is only one clean sweep per year and that is typically scheduled in the spring. Mayor Miller stated that Freddy's Salvage is taking certain electronics for recycling but not TV's or monitors.

Dawidziak reported that the Annual Community Block Party was successful and had a great turnout in spite of the chilly weather and we also had the highest number of volunteers from the high school. Dawidziak also commented that it was brought to her attention that we needed to include face painting next year; however a group of kids loved the block party so much they had gone around and collected money all on their own to donate for next year's block party. Dawidziak also stated that this was the first year the event had sponsorship and canned goods were collected to donate to Love Inc. Dawidziak further thanked everyone who came out and helped to volunteer.

8. Reports 1-4

A motion was made by Johnson with a second by Preusker to approve Reports 1-4.

With all in favor, the motion carried.

9. Payment of Vouchers

A motion was made by Hintz with a second by Johnson to approve vouchers, pre-paids and reimbursements in the amount of \$260,643.58.

Roll Call Aye: Prailes, Johnson, Hintz, Dawidziak, Vos, Preusker and Bauman. Nay: None. Motion carried 7-0.

10. Licenses and Permits

Chief Nimmer stated that the recommendation for denial of an Operator License to Christopher Padulo should be reversed and approved.

A motion was made by Dawidziak with a second by Hintz to approve licenses and permits as presented including to approve Christopher Padulo and deny Peter Gessert.

With all in favor, the motion to approve licenses and permits was carried.

11. Appointments and Nominations:

There were no appointments and nominations.

12. Public Hearing:

There were none.

13. Resolutions

- A. Resolution 4690(24) to approve the purchase of two patrol vehicles for the Police Department from Miller Motors in the amount of \$54,600 plus set up, title, and license fees.

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

Roll Call - Aye: Prailes, Johnson, Hintz, Dawidziak, Vos, Preusker, and Bauman. Nay: none. Motion approved: 7-0.

- B. Resolution 4692(26) to consider approving a Certified Survey Map for property located at 2600 Browns Lake Drive.

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

With all in favor, the motion to approve Resolution 4692(26) was carried.

14. Ordinances

- A. Ordinance 1987(6) to amend Chapter 187-14B of the Municipal Code allowing for the sale of alcohol to begin at 6 a.m. for Class "A" and "Class A" license holders.

A request for a second reading and a motion to adopt was made by Prailes with a second by Vos.

Roll Call - Aye: Prailes, Dawidziak, Vos, Preusker, and Bauman. Nay: Johnson, Hintz. Motion approved: 5-2.

- B. Ordinance 1988(7) to annex territory located at 1062 Spring Valley Road in the Town of Lyons with permanent zoning of B-1, Neighborhood Business District to the City of Burlington.

Mayor stated that documentation for this ordinance had not yet been received and therefore is removing from tonight's agenda.

- C. Ordinance 1989(8) to amend Section 308-4, Weapons, of the Municipal Code regarding bow hunting.

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

Roll Call - Aye: Prailes, Johnson, Hintz, Dawidziak, Vos, Preusker, and Bauman. Nay: none. Motion approved: 7-0.

15. Motions

- A. Motion 14-783 to approve a Certificate of Appropriateness in the HPC Overlay District for 436 N. Pine Street.

- B. Motion 14-784 to approve a Certificate of Appropriateness in the HPC Overlay District for 701 N. Pine Street.

A request for a second reading and a motion to approve Motion 14-783 and Motion 14-784 was made by Dawidziak with a second by Hintz.

With all in favor, the Motions were approved.

16. Adjourn

A motion was made by Preusker with a second by Dawidziak to adjourn the meeting. With all in favor, the meeting adjourned at 7:40 p.m.

Meeting Minutes Respectfully Submitted by:

A handwritten signature in cursive script, reading "Diahnn C. Halbach", is written over a horizontal line.

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



CITY OF BURLINGTON
Official Minutes of the Special Common Council
Robert Miller, Mayor
Diahnn C. Halbach, City Clerk
Friday, September 19, 2014

1. Call To Order – Roll Call

Mayor Robert Miller called the special meeting to order at 11:00 a.m. starting with roll call. Aldermen present: Bob Prailes, Ed Johnson, Peter Hintz, Tom Vos, Jon Schultz, and Todd Bauman. Excused: Ruth Dawidziak and Tom Preusker. Also present: City Administrator Kevin Lahner.

2. Citizen Comments

There were no comments.

3. Ordinances

A. Ordinance 1988(7) to annex territory located at 1062 Spring Valley Road in the Town of Lyons with permanent zoning of B-1, Neighborhood Business District to the City of Burlington.

There were no comments.

A request for a second reading was made by Johnson with a second by Vos. Roll Call - Aye: Prailes, Johnson, Hintz, Vos, Schultz, and Bauman. Nay: none. Motion approved: 6-0.

4. Adjourn

A motion was made by Hintz with a second by Vos to adjourn the meeting. With all in favor, the meeting adjourned at 11:04 a.m.

Meeting Minutes Respectfully Submitted by:

Megan E. Watkins
Director of Administrative Services



City of Burlington
Official Minutes
Special Common Council
Robert Miller, Mayor
Diahn Halbach, City Clerk
September 30, 2014

1. **Call to Order - Roll Call**

Mayor Bob Miller called the meeting to order at 7:00 p.m. starting with roll call. Aldermen present: Bob Prailes, Ed Johnson, Peter Hintz, Ruth Dawidziak, Jon Schultz and Todd Bauman. Aldermen Tom Vos and Tom Preusker were excused. Also present: City Attorney John Bjelajac, City Administrator Kevin Lahner, Police Chief Peter Nimmer and Fire Chief Perry Howard.

2. **Adjourn into Closed Session**

1. **Wis. Stats 19.85(1)(e)**, deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session.

- To discuss the contract with the Burlington Rescue Squad

A motion was made by Hintz with a second by Johnson to adjourn into closed session at 7:02 p.m. Roll Call Aye: Prailes, Johnson, Hintz, Dawidziak, Schultz and Bauman. Nay: None. Motion carried 6-0.

3. **Reconvene Into Open Session**

A motion was made by Johnson with a second by Hintz to reconvene into open session at 8:37 p.m. With all in favor the motion carried.

4. **Adjourn**

A motion was made by Hintz with a second by Dawidziak to adjourn the meeting. With all in favor, the meeting adjourned at 8:38 p.m.

Minutes respectfully submitted by:

Recording Secretary

Megan E. Watkins

Director of Administrative Services



Administration Department
300 N. Pine Street, Burlington, WI, 53105
(262) 342-1161 – (262) 763-3474 fax
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Common Council Agenda Item Number: 8	Date: October 7, 2014
Submitted By: City Staff	Subject: Reports 1-5

Details:

Attached please find the following reports:

- Report 1 – Burlington Housing Authority minutes, August 21, 2014
- Report 2 – Park Board minutes, August 21, 2014
- Report 3 – Library Board minutes, August 26, 2014
- Report 4 – Historic Preservation Commission minutes, August 28, 2014
- Report 5 – Committee of the Whole minutes, September 16, 2014

Options & Alternatives:

N/A

Financial Remarks:

None.

Executive Action:

Staff recommends that the Common Council accept these Reports at the October 7, 2014 Common Council meeting.

**Housing Authority of City of Burlington Wisconsin
Riverview Manor
August 21, 2014**

The regular monthly meeting of the Housing Authority of City of Burlington Wisconsin was held on Thursday, August 21st, 2014 at 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 present.

Minutes from the regular monthly meeting of July 17th were approved with a motion by Stoehr and seconded by Iselin, motion carried unanimously.

FINANCIAL REPORT:

Reserve Account balances as of July 31, 2014
(See statement balance sheet)

OCCUPANCY REPORT:

Manager Olson reported 39 on the waiting list for 1 bedroom units and 6 for 2 bedroom units.

BUILDING AND MAINTENANCE:

WPI Communication System Inc. will be installing the handsets along with the keypad for the access system the week of September 2nd.

The office door locks has been recently changed.

A new P K Boiler relay switch has been installed and the boiler is up and running.

Board members approved the purchase of a digital camera before the renovation begins.

(MPR Update)

Bid notices are scheduled to be run in issues of Racine Journal and the local Standard Press under "Legal Notices". Sealed Bids for refurbishing the units at RVM to include 12 units for "Accessible Units". Bids will be received by HACBW at RVM until 2:00 P.M. September 16, 2014.

Manager Olson informed board members the manner in which residents will be moved, how their personal items and furniture will be handled, and what their responsibilities will be. The plan is to use vacant units whenever possible and renovation is scheduled to be done in 13 phases.

COMMUNICATION

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

NEW BUSINESS

Motion was made by Stublely, seconded by Iselin to approve ads for 2 publications @ \$50.00 each for Breast Cancer Awareness which is the month of September and Fire Prevention which is October 5th - 11th in Firefighters Magazine.

A motion was made by Stoehr and seconded by Iselin to add Charles Stublely and Ralph Heck as signers to the Housing Authority of the City of Burlington, Wisconsin - Riverview Manor Operation & Maintenance Deposit Acct. at Chase Bank on account number ending with #0898. Patricia Lapp and Eileen Olson to remain as signers on this account as previously listed.

Signers on the Housing Authority of the City of Burlington, Wisconsin - Riverview Manor Residents Security Deposit Acct. at Chase Bank ending with #5720 to remain the same.

Signers on the Housing Authority of the City of Burlington, Wisconsin - Riverview Manor Escrow Account at Chase Bank ending with #0901 to remain the same.

At 7:30 Manager Olson was excused and the board went into a closed session for the purpose of discussion of promotion, compensation and performance of employees.

At 7:55 the board came out of the closed session and continued with the regular meeting approving raises as follows: Manager Eileen Olson salary will increase to \$36,000.00 annually, Office employees, Jackie Bouton wage will increase .50 per hour and Margaret Schaefer's wage increase .25 per hour. Maintenance employee Victor Rubach wage will increase .50 per hour.

UNFINISHED BUSINESS

ADJOURNMENT

There being no further business, motion to adjourn was made by Stoehr, seconded by Iselin to adjourn and carried unanimously. Meeting adjourned at 8:15 P.M. The next monthly meeting has been tentatively scheduled for September 18th, 2014.


Ralph Heck, Secretary


Patricia Lapp, Chairman



CITY OF BURLINGTON

Department of Public Works

Street & Park and Water Departments
2200 S. Pine Street, Burlington, WI 53105
(262) 539-3770 (262) 539-3773
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CITY OF BURLINGTON PARK BOARD MINUTES

THURSDAY, AUGUST 21, 2014

2200 S. Pine Street, Burlington, WI 53105

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 6:30 P.M.

Roll Call: Present: Commissioners Jennifer Amborn, Clay Brandt, Ruth DeLay, Jeff Schopp, Peter Turke, DPW Supervisor Dan Jensen and Chairman Darrel Eisenhardt. Alderman Bob Prailes arrived at 6:32 P.M.

Chairman Eisenhardt entertained a motion to approve the July 17, 2014 Minutes and August 4, 2014 Special Meeting Minutes. Motion to approve Minutes from both dates made by Commissioner Amborn. Seconded by Commissioner Schopp. All voted aye, motion carried.

Citizens Comments: None

Aldermanic Report, Bob Prailes: Alderman Prailes reported the Council had passed the ordinance approving the construction for Wehmhoff-Jucker Park.

DPW Supervisor Report, Dan Jensen: Dan Jensen, DPW Supervisor distributed the Detail Ledger for the Park Board Funds. The Commissioners reviewed it and Bob Prailes, Alderman asked if Mr. Jensen would in the future email the listing to all Park Board members at least one day prior to the Park Board Meeting to allow them time for review.

New Business:

- a. **Wehmhoff-Jucker Park: Use of Kalwall, New Glass Block Windows or Leave Old Windows In Place:** The Commissioners examined a sample and pictures of Kalwall proposed for the bathroom at Wehmhoff-Jucker Park. After much discussion, all were in agreement that for the cost difference of approximately six thousand dollars, they felt more comfortable staying with glass block. Chairman Eisenhardt then asked for a motion regarding replacing the current glass block with Kalwall, or staying with glass block. Commissioner Turke motioned to stay with the

glass block, and not installing the Kalwall. Seconded by Commissioner DeLay. All voted aye, motion carried.

- b. Removal of Devor Park Basketball Court:** Dan Jensen, DPW Supervisor stated the basketball court at Devor Park was in great disrepair and to a point where something needed to be done to make it safe to use. The court is a half court, and in recent years is seldom used. Cost estimates received to repair the court were approximately \$2500.00.

Alderman Prailes stated that although he doesn't like to see anything removed that could be used by neighborhood children, if it is not used, then it should be removed. Chairman Eisenhardt asked for a motion to remove. Alderman Prailes motioned to remove the half court at Devor Park. Seconded by Commissioner Amborn. All voted aye, motion carried.

Old Business:

Develop Scope for Five Year Park Plan: Dan Jensen, DPW Supervisor asked the Park Board to review the listing showing what had been completed, what they would like added or removed or changed by priority on the Five Year Park Plan. The draft document needs to be completed by December and Mr. Jensen reminded the Park Board this is required for any future grant funding. This item will be on the September Park Board Agenda.

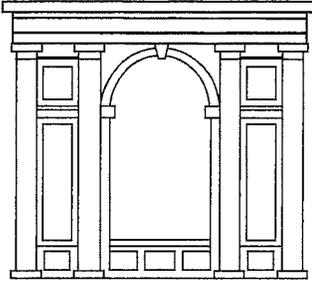
Picnic Table Rental Charges from DPW (other than Park Reservations): The Park Board discussed various ways of handling the use of picnic tables by various service organizations at no charge. Mr. Jensen stated that several times a year the Department of Public Works crew delivers tables to various events held by service organizations and other non-profit clubs. A lot of time is involved dropping the tables off and picking them up again. Mr. Jensen asked the Park Board if they thought the City should continue this practice or if perhaps by letting the organizations use the tables, the City was taking away business from companies that rent out picnic tables. After much discussion, the Park Board members thought perhaps more tables could be purchased and used for this purpose. They also spoke in favor of using the heavier tables. Mr. Jensen will look into the cost of additional tables and report back to the Park Board at a later date.

Other Items: None

There being no further items for discussion, Chairman Eisenhardt entertained a motion to adjourn. Motion made by Commissioner Delay. Seconded by Commissioner Brandt. All voted aye and Chairman Eisenhardt adjourned the meeting at 7:13 P.M.

Minutes respectfully submitted by:

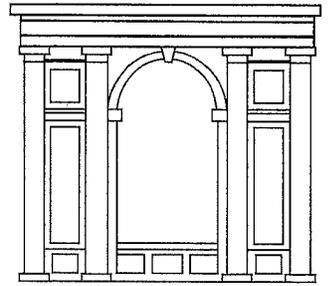

Deb Rintamaki
Department of Public Works



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, August 26, 2014 in the Burlington Public Library Meeting Room. Present were Penny Torhorst, Pat Hoffman, Peter Smet, Scott Johnson, and Pat Hurley. Also present were Library Director Gayle Falk, Administrative Assistant Linda Berndt. Excused were Mike Kelly, M.T. Boyle, Dianne Boyle, and Peter Hintz.

Torhorst called the meeting to order at 4:00.

Minutes of the July 15th meeting were approved. Hoffman moved approval, Johnson seconded. Motion passed.

The August 2014 General Fund Bills, Prepaids, and Reimbursements and the July General Fund Deposits were discussed and approved. Hoffman moved approval and Smet seconded. Motion passed. Johnson moved and Hurley seconded the motion to approve the August 2014 Trust Fund Bills and the July 2014 Trust Fund Deposits. Motion passed.

Committee Reports: Hoffman presented the 2015 budget for the Personnel Committee. With major retirements occurring, the staff has accepted new responsibilities and shifted personnel to meet the need. Hurley moved adoption of proposed personnel budget for 2015 as presented to the Board, Johnson seconded. Motion passed.

Financial Committee also discussed the 2015 Budget. The City has required deep cuts in departmental budgets for the coming year. The Library will again use money saved during previous budget cycles to help meet the needs for next year. Smet moved to approve the 2015 Budget as presented, Hoffman seconded. Motion passed.

Federated Library Report: Falk reported that efforts continue to facilitate the split up of the SHARE consortium with the least possible difficulties for patrons.

Old Business:

Building Repairs: Repairs are almost complete to the Pine Street Entrance. The Library looks forward to reopening the door.

New Business: Budget. The Budget was discussed in the committee report section.

Directors Report:

Monthly Report: Falk reported that usage of our Internet computers is down this month because of an increase in wifi (people using their own laptop computers and tablets.) There were 431 wifi logins this last month. Falk said that currently our wifi is available only during our open hours, but that we could make it available for registered users even when we were not open. The users would need to be in our parking lot and courtyard to use the wifi.

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

Falk reported that the Trustee Dinner is October 30, 2014 in Lake Geneva at Hawk's View. Please let her know if you are interested in attending.

Public Communication to the Board: There were several articles and calendar events.

There was not enough time to go over any of the Library Bylaws at this meeting. Torhorst said to be prepared to spend 15 minutes on the next section at the next Board meeting.

Meeting was adjourned at 4:50 p.m. Hoffman moved and Johnson seconded. Motion passed.

Our next meeting will be on Tuesday, September 23rd at 4:00 p.m. in the Burlington Public Library meeting room.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Peter Hintz", written in a cursive style.

Peter Hintz,
Aldermanic Representative



**HISTORIC PRESERVATION COMMISSION
MEETING MINUTES
Thursday, August 28, 2014**

The meeting was called to order by Chairman Stelling at 6:30 p.m. Alderman Tom Preusker; Commissioner Jeff Erickson; Park Board President Darrel Eisenhardt; and Commissioner Judy Stone were present. Commissioner Maria Veronico and Commissioner Joel Weis were excused. Racine County Economic Development Corporation Tina Chitwood was present.

CITIZEN COMMENTS

There were no citizen comments.

APPROVAL OF MINUTES

Alderman Preusker moved, and Park Board President Eisenhardt seconded to approve the minutes of July 24, 2014. All were in favor and the motion carried.

LETTERS AND COMMUNICATIONS

Stelling stated the Kane Street Historic District was awarded an entry in the State Register and National Register of Historic Places on July 25, 2014.

OLD BUSINESS

Discussion and possible recommendation regarding projects for the 2014 Certified Local Government (CLG) Sub-grant Application that was tabled from the July 24, 2014.

- Stelling introduced and opened this item for discussion.
- Stelling stated this item has been tabled a couple times. There had been a brief discussion at the July 24th meeting, but not many of the Commissioners were there. Stelling stated the subcommittee, consisting of Chairman Stelling, Commissioner Preusker and Commissioner Erickson, did not meet due to prior commitments.
- Tina Chitwood stated the Commissioners should have submitted an intent to apply for a grant by September. She stated the grant can be applied for but, it will have to wait approval for next year. Tina Chitwood stated they would need approval from any institutional property if the institution wanted to be listed in the National Register before asking for more grants. The institution may choose not to be listed.

- Stelling stated a letter could be prepared and sent out to the churches expressing an interest in being listed in the National Register. This way the Commissioners would have a better idea of how much of a grant to ask for.
- Preusker stated he did not think any changes were being made, other than some clean up, at the St. Francis Monastery but it would be nice if they would since it is a beautiful place. Stelling stated the City has motivation to preserve it because of the style of architecture and age but there is no benefit for them, no one is giving them any money to restore it.
- Erickson questioned who would prepare this letter to be sent out. Stelling stated Tina Chitwood could prepare a letter and send it out to the churches to determine who is interested in being listed on the National Register.
- There were no further comments.
- Alderman Preusker moved, and Commissioner Erickson seconded to have Tina Chitwood prepare a letter for the Catholic churches to determine the interest in seeking designation in the National Register.
- All were in favor and the motion carried.

Review and possible action regarding the Kane Street Historic District Signage.

- Stelling introduced and opened this item for discussion.
- Tina Chitwood stated there were 157 surveys sent to home owners.
- Preusker stated the entrance sign seemed to be the most popular choice with 44% of the results and also the location by the Lincoln Statue with 29% of the results.
- Tina Chitwood commented if people did not like the idea of the signage they would respond. She stated that a very low rate of 12% of the responses came back. Stelling stated only 62% of the responses would spend between \$25 and \$49 for a contribution. Stelling stated the signage is important to the residents according to the survey but maybe another survey could be done.
- Tina stated when she researched the poly-carb signs, which are found throughout the City of Burlington, the 4x8 signs are estimated to be \$500 without posts. Stelling stated since a lot of our intersections have stop signs, we won't need the signs to be that large.
- Erickson stated that since so many corners were listed in the survey results, residents possibly were suggesting a few smaller signs instead of one large sign. Tina Chitwood stated a 2x4 sign would cost about \$454 without a post. Stelling stated the signs could be put on standard poles. Preusker stated the signs could be placed on the light poles. Stone

suggested all the Commissioners should drive around the City to see where the possibilities are for placing the signs.

- Stelling stated if multiple signs are placed at the entrances of the Kane Street Historic District, Commissioners could ask for a grant between \$5,000 and \$10,000. They are calculating ten signs to cost about \$5,000 without being installed.
- Preusker questioned how this project could be funded without the City paying for it. Stelling stated maybe Commissioners could ask for matching funds up to \$10,000 from the City.
- Stone stated she feels residents would rather see the City put money into pot holes instead of historic signs. She suggested starting out low, pinpoint a couple intersections with signs and poles.
- Tina Chitwood stated the Commissioners could ask for a challenge grant where the amount on money is raised, is what the City can match it. She also stated there are foundation funds such as Aurora, Runzheimer International, SC Johnson and Burlington Community Fund where the Commissioners could go to these businesses and say so much money was raised and ask for them additional contributions. Tina Chitwood questioned if the City can use the room tax for tourism. Preusker stated the City just raised the room tax and thought they were required to use a certain percentage on tourism. Stelling stated the overview of the hotel asking to have the room tax raised is because Burlington is so much lower compared to other areas, plus the room tax is used for other organizations to get involved with, like the Real Racine. Stelling stated he does not like idea of the Commissioners saying what the room tax should be used for.
- Stone suggested the extra funding should go towards advertising Burlington so everyone can benefit from it and not just the Kane Street Historic District.
- There were no further comments.
- Commissioner Erickson moved, and Commissioner Stone seconded to ask the City to incorporate in the 2015 Budget matching funds for up to \$5,000 to identify the Kane Street Historic District
- All were in favor and the motion carried.

NEW BUSINESS

A. A Certificate of Appropriateness from David Schmalfeldt for the property located at 436 N. Pine Street to install an existing rotted wood window frames with new wood window frames.

- Stelling introduced and opened this item for discussion.

- Stone questioned if the windows are going to go all the way up or continue to have the short windows with plywood covering them up. Stelling stated it appears he is not replacing the windows only repairing the wood frame.
- Erickson stated it appears that Schmalfeldt will take the up and down Textured-1 11 Siding and change it to put a little square panel with a raised top. Stelling stated the windows should be maintained and repaired, and not boarded up.
- Stelling questioned how much grant funding was remaining. Tina Chitwood replied there is about \$4,300 remaining in Round #4.
- There were no further comments.
- Commissioner Erickson moved, and Alderman Preusker seconded to recommend the approval of the Certificate of Appropriateness to repair and remodel the existing infill panels and the colors are to be Weathered Shingle for the main and Rookwood Red for the trim to match the former front and back façade without windows being removed subject to Patrick Meehan's memo.
- All were in favor and the motion carried.

B. A Certificate of Appropriateness from Ken Lois for the property located at 701 N. Pine Street to replace an existing wood door and windows with aluminum.

- Stelling introduced and opened this item for discussion.
- Stelling stated that currently the door is an insulated metal door in an old wood frame. Lois would like to put in a thin style aluminum frame system. There is no recommendation from Patrick Meehan. Lois wants to put in a wider style door with an aluminum frame where the colors would be close to Slate Gray or Dove Gray and Colonial Red or Boysenberry.
- Erickson questioned if they were asking for funding. Stelling stated they may come back with an application for matching funds, since the price of the door went up significantly.
- There were no further comments.
- Commissioner Erickson moved, and Commissioner Eisenhardt seconded to recommend approval of the Certificate of Appropriateness to replace the existing wood door and metal wrap frame with a new aluminum door system and to have the colors match the existing.
- Preusker stated he would like to make a friendly amendment to allow Lois to have a wider selection of colors, but to be harmonious with existing colors on the building.
- All were in favor and the motion carried.

C. Review of Façade Grant Funding Status.

- Stelling introduced and opened this item for discussion.
- Erickson questioned if there was any money given out where the work has not done yet. Tina Chitwood stated the only one that has not been disbursed is for 492 N. Pine Street, The Coffee House, which was approved last month.
- Stelling stated he would like to recommend a request for the façade grant funding in the 2015 Budget.

ADJOURNMENT

Commissioner Erickson moved and Alderman Preusker seconded to adjourn the meeting at 7:50 p.m. *All were in favor and the motion carried.*

Recording Secretary
Kristine Anderson
Administrative Assistant



CITY OF BURLINGTON

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: October 7, 2014
Submitted By: Steve DeQuaker, Treasurer 	Subject: Prepays and Vouchers

Details:

Attached please find the Prepays and Vouchers list for bills accrued through October 7, 2014:

Total Prepays:	\$189,112.05
Total Vouchers:	\$129,256.75
Reimbursements:	\$584.64
Grand Total:	<u><u>\$318,953.44</u></u>

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

Financial Remarks: 5 Largest Disbursements on Prepays and Vouchers

1. Advanced Disposal Services – Monthly Charge Trash/Recycle 08/01/14-08/31/14 \$45,071.38
2. Sierra Petroleum Co., Inc. – AV Gas 100LL for Airport \$35,945.96
3. U.S. Bancorp Gov't Leasing – First Payment on Chipper Truck Lease \$30,963.55
4. Lynch Truck Center – One Ton Truck Chassis \$24,060.56
5. Racine County Economic Development Corporation – Fourth Quarter 2014 \$10,300.00

Executive Action:

Staff recommends that the Common Council accept these Prepays and Vouchers in the amount of \$318,953.44 at the October 7, 2014 Common Council meeting.

For Council Approval October 7, 2014

Prepays:	09/12/14	\$26,232.29
	09/19/14	\$119,575.77
	09/25/14	\$38,302.81
	09/29/14	\$5,001.18
Total Prepays		<u>\$189,112.05</u>

Vouchers:	10/07/14	\$129,256.75
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Reimbursements:		
	09/19/14	\$34.72
	10/03/14	\$549.92
Total Reimbursements		<u>\$584.64</u>

GRAND TOTAL		<u><u>\$318,953.44</u></u>
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GL Acct No	Vendor	Vendor Name	Description	Invoice No	Inv Date	Amount	Period	
100-454521-001	BOND FEES							
	2485	RACINE COUNTY CLERK OF COURT	Guzman-Rodriguez, Victor; Case: 14-12	MAN-RODRIGUEZ	09/01/2014	500.00	09/14	PD
	8517	Town of Burlington	Bielefeldt, Adam; case:14-1867 & 14-18	BIELEFELDT	09/09/2014	194.00	09/14	PD
						694.00	*	
Total 100-454521						694.00		
100-515132-225	ADMIN - TELEPHONE							
	7692	VERIZON WIRELESS	VERIZON ADMIN 286396851-00001	9730874476	08/23/2014	126.49	09/14	PD
100-515132-298	ADMIN - CONTRACT SERVICES							
	7044	E-vergent.com, LLC	BUS WIRELESS MONTHLY ACCT 161	1610	09/06/2014	300.00	09/14	PD
Total ADMINISTRATOR						426.49		
100-515141-225	FINANCE - TELEPHONE							
	7692	VERIZON WIRELESS	VERIZON FINANCE 286396851-00001	9730874476	08/23/2014	84.73	09/14	PD
Total FINANCE						84.73		
100-525211-225	POLICE - TELEPHONE							
	7692	VERIZON WIRELESS	VERIZON POLICE 286396851-00001	9730874476	08/23/2014	665.01	09/14	PD
100-525211-240	POLICE - FUEL, OIL							
	4264	VOYAGER FLEET SYSTEMS INC	Voyager Acct. 869297630 Police Dept	869297630436	09/01/2014	3,170.17	09/14	PD
Total POLICE DEPT.						3,835.18		
100-525220-225	FIRE - TELEPHONE							
	7692	VERIZON WIRELESS	VERIZON FIRE 286396851-00001	9730874476	08/23/2014	127.16	09/14	PD
100-525220-240	FIRE - FUEL, OIL, LUBRICANTS							
	4264	VOYAGER FLEET SYSTEMS INC	Voyager Acct. 869297630 Fire Dept	869297630436	09/01/2014	1,137.71	09/14	PD
Total FIRE DEPT.						1,264.87		
100-525231-372	BLDG INSP - AUTO EXPENSE							
	4264	VOYAGER FLEET SYSTEMS INC	Voyager Acct. 869297630 Bldg Insp	869297630436	09/01/2014	118.26	09/14	PD
Total BUILDING INSP.						118.26		
100-535321-225	STREETS - TELEPHONE							
	7692	VERIZON WIRELESS	VERIZON STREET 286396851-00001	9730874476	08/23/2014	44.23	09/14	PD
100-535321-240	STREETS - FUEL, OIL & LUBRI							
	4264	VOYAGER FLEET SYSTEMS INC	Voyager Acct. 869297630 Street Dept	869297630436	09/01/2014	2,120.00	09/14	PD

PD = Fully Paid Invoice PR = Partially Paid Invoice

Prepaid
09-12-2014

1

GL Acct No	Vendor	Vendor Name	Description	Invoice No	Inv Date	Amount	Period	
100-535321-248	STREETS REP & MAINT BLDG 1088 RUNDLE-SPENCE		35998 Ridgid Drain Cleaner K-45 (split)	S2289514.001	09/02/2014	98.00	09/14	PD
100-535321-350	STREETS - REP MAINT SUPPLIES 936 CULLIGAN OF BURLINGTON		CULLIGAN DPW ACCT # 19385673 (sp	500X01405303	08/31/2014	26.00	09/14	PD
Total STREET ADMINISTRATION						<u>2,288.23</u>		
100-555551-220	PARKS - UTILITIES 3330 WE ENERGIES		0635-112-551 Bushnell Soccer Club	3635112551AUG14	09/01/2014	20.34	09/14	PD
	3330 WE ENERGIES		6211-699-899 Electric Dog Park	3211699899AUG14	08/24/2014	27.52	09/14	PD
	3330 WE ENERGIES		9274-302-920 400 Sunset Dr	3274302992AUG14	08/28/2014	8.96	09/14	PD
						56.82 *		
100-555551-225	PARKS - TELEPHONE 7692 VERIZON WIRELESS		VERIZON PARK 286396851-00001	9730874476	08/23/2014	.07	09/14	PD
100-555551-240	PARKS - FUEL, OIL, LUBRICANTS 4264 VOYAGER FLEET SYSTEMS INC		Voyager Acct. 869297630 Parks Dept	869297630436	09/01/2014	1,647.69	09/14	PD
100-555551-248	PARKS - REPAIR MAINT BLDGS 1088 RUNDLE-SPENCE		35998 Ridgid Drain Cleaner K-45 (split)	S2289514.001	09/02/2014	98.00	09/14	PD
100-555551-265	PARKS - FESTIVAL EXPENSES 8414 DeQuaker, Steve		Petty Cash for Block Party Banks	090814	09/08/2014	600.00	09/14	PD
100-555551-350	PARKS - REPAIR/MTCE SUPPLIES 936 CULLIGAN OF BURLINGTON		CULLIGAN DPW ACCT # 19385673 (sp	500X01405303	08/31/2014	13.00	09/14	PD
Total PARKS						<u>2,415.58</u>		
Total GENERAL FUND						<u>11,127.34</u>		
621-575740-220	WWTP-ELECTRIC 3330 WE ENERGIES		6268-292-660 Shiloh Lift Station	3268292660AUG14	08/28/2014	44.34	09/14	PD
621-575740-225	TELEPHONE 7692 VERIZON WIRELESS		VERIZON WWTP 286396851-00001	9730874476	08/23/2014	77.24	09/14	PD
621-575740-240	FUEL, OIL AND LUBRICANTS 4264 VOYAGER FLEET SYSTEMS INC		Voyager Acct. 869297630 WWTP	869297630436	09/01/2014	1,329.61	09/14	PD
621-575740-359	SANITARY SEWER REPAIR,MAINT 1088 RUNDLE-SPENCE		35998 Ridgid Drain Cleaner K-45 (split)	S2289514.001	09/02/2014	98.00	09/14	PD
Total WASTEWATER FUND EXPENSES						<u>1,549.19</u>		
Total WASTEWATER OPERATIONS FUND						<u>1,549.19</u>		

GL Acct No	Vendor	Vendor Name	Description	Invoice No	Inv Date	Amount	Period	
622-506220-000	POWER							
	3330	WE ENERGIES	3076-628-864 Electric 508 Sheldon St	3076628864AUG14	08/25/2014	4,956.90	09/14	PD
	3330	WE ENERGIES	3457-108-505 Well #7	3457108505AUG14	08/25/2014	5,881.35	09/14	PD
	3330	WE ENERGIES	8682-353-384 WELL #10 (split)	3682353384AUG14	08/25/2014	748.39	09/14	PD
						11,586.64		*
Total 622-506220						11,586.64		
622-506230-000	SUPPLIES							
	3330	WE ENERGIES	1438-804-919 WELL #7	1438804919AUG14	08/25/2014	8.99	09/14	PD
	3330	WE ENERGIES	8682-353-384 WELL #10 (split)	3682353384AUG14	08/25/2014	9.61	09/14	PD
	3330	WE ENERGIES	9259-879-303 Karyl St Well #10	9259879303AUG14	08/24/2014	9.61	09/14	PD
						28.21		*
Total 622-506230						28.21		
622-509040-000	UNCOLLECTIBLE ACCOUNTS							
	203	COLLINS, COLLEEN	refund for overpayment acct. 18.1970.02	18.1970.02	09/10/2014	85.92	09/14	PD
Total 622-509040						85.92		
622-509260-000	EMPLOYEE REIMBURSEMENT							
	3593	WI RURAL WATER ASSOCIATION	WRWA Reginal Utility Seminar	101614	09/10/2014	95.00	09/14	PD
Total 622-509260						95.00		
622-509330-000	TRANSPORTATION-SUPPLIES							
	4264	VOYAGER FLEET SYSTEMS INC	Voyager Acct. 869297630 Water Dept	869297630436	09/01/2014	688.71	09/14	PD
Total 622-509330						688.71		
622-509350-000	GENERAL PLANT-SUPPLIES							
	936	CULLIGAN OF BURLINGTON	CULLIGAN DPW ACCT # 19385673 (sp	500X01405303	08/31/2014	26.00	09/14	PD
	1088	RUNDLE-SPENCE	35998 Ridgid Drain Cleaner K-45 (split)	S2289514.001	09/02/2014	73.49	09/14	PD
						99.49		*
Total 622-509350						99.49		
Total WATER UTILITY FUND						12,583.97		
623-575740-220	ELECTRIC							
	3330	WE ENERGIES	4066-688-457 703 Airport Office Gas	4066688457AUG14	09/08/2014	10.84	09/14	PD
	3330	WE ENERGIES	4619-277-006 703 Airport Office Electric	4619277006AUG14	09/08/2014	477.50	09/14	PD
	3330	WE ENERGIES	6069-094-440 Airport Runway Lights	3069094440AUG14	09/08/2014	313.61	09/14	PD
	3330	WE ENERGIES	6280-861-972 Runway 29 Lighting	3280861972AUG14	08/07/2014	11.30	09/14	PD
	3330	WE ENERGIES	6831-002-581 FUELING AREA	3831002581AUG14	09/08/2014	66.82	09/14	PD
	3330	WE ENERGIES	7460-654-921 707 Airport Rd	7460654921AUG14	09/08/2014	51.71	09/14	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	8044-510-981 HANGAR	3044510981AUG14	09/08/2014	9.92	09/14	PD
	3330	WE ENERGIES	8460-785-002 Bieneman Rd Beacon	3460785002AUG14	09/08/2014	30.09	09/14	PD
						971.79	*	
Total 623-575740						971.79		
Total AIRPORT FUND						971.79		
Grand Total:						26,232.29		

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							
	413	Town of Bloomfield Municipal	Domek, Kayla M.; Case: 308215291	DOMEK	09/13/2014	177.00	09/14	PD
	1284	TOWN OF BROOKFIELD POLICE DEP	Bailey, James C.; Case: 0472268-6 & 04	BAILEY	09/16/2014	228.00	09/14	PD
	2485	RACINE COUNTY CLERK OF COURTS	Bond - Cooke, Dennis ; Case: 14-2509	COOKE 14-2509	09/02/2014	235.00	09/14	PD
	2485	RACINE COUNTY CLERK OF COURTS	Moody, Robbin R; Case: 14-1681	MOODY	09/15/2014	185.10	09/14	PD
	8517	Town of Burlington	Bailey, James C; Case: 14-2637 & 14-2638	BAILEY	09/16/2014	260.20	09/14	PD
						1,085.30		*
Total 100-454521						1,085.30		
100-515111-265	Festival/Fireworks/Block Party							
	1955	MERTEN'S AUTO SERVICE CENTER	20LB BAGS OF ICE CUBES	091314	09/13/2014	19.76	09/14	PD
	3219	FUN EVENTS INC	Devor Park Event Date 09/13/14	8132	09/15/2014	2,864.50	09/14	PD
						2,884.26		*
Total CITY COUNCIL						2,884.26		
100-515132-225	ADMIN - TELEPHONE							
	7094	AT & T LONG DISTANCE	AT & T LONG DISTANCE ADMIN	829440291-08/14	09/04/2014	198.98	09/14	PD
	7343	AT & T	AT & T 262 763-3474 163 6 ADMIN	26276334740914	09/04/2014	18.38	09/14	PD
						217.36		*
Total ADMINISTRATOR						217.36		
100-515140-399	GENERAL CODE & MISC PUB							
	4042	WALWORTH CO REGISTER OF DEEDS	Annexation - 1062 Spring Valley Road	091514	09/15/2014	30.00	09/14	PD
	5409	RACINE CO REGISTER OF DEEDS	Annexation for 1062 Spring Valley Road	091514	09/15/2014	30.00	09/14	PR
	5409	RACINE CO REGISTER OF DEEDS	Annexation for 1062 Spring Valley Road	091514	09/19/2014	30.00	09/14	PR
						30.00		*
Total CITY CLERK						30.00		
100-515141-225	FINANCE - TELEPHONE							
	7094	AT & T LONG DISTANCE	AT & T LONG DISTANCE FINANCE	829440291-08/14	09/04/2014	176.83	09/14	PD
	7343	AT & T	AT & T 262 763-3474 163 6 Finance	26276334740914	09/04/2014	18.38	09/14	PD
						195.21		*
Total FINANCE						195.21		
100-525211-225	POLICE - TELEPHONE							
	7094	AT & T LONG DISTANCE	AT & T LONG DISTANCE POLICE	829440291-08/14	09/04/2014	401.68	09/14	PD
	7343	AT & T	AT & T 262 763-3474 163 6 POLICE	26276334740914	09/04/2014	91.88	09/14	PD
						493.56		*
Total POLICE DEPT.						493.56		
100-525220-157	FIRE - INSERVICE TRAINING							
	8289	SOLOFRA, FRANK	MILWAUKEE AREA TECHNICAL COLL	090814	09/08/2014	130.00	09/14	PD
	8289	SOLOFRA, FRANK	EMT - BASIC / EMT APPLICATION	090814	09/08/2014	70.00	09/14	PD

PD = Fully Paid Invoice PR = Partially Paid Invoice

pre paid
09-19-2014

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GL Acct No	Vendor	Vendor Name	Description	Invoice No	Inv Date	Amount	Period		
						200.00	*		
100-525220-225	FIRE - TELEPHONE								
	7094	AT & T LONG DISTANCE	AT & T LONG DISTANCE FIRE	829440291-08/14	09/04/2014	168.47	09/14	PD	
	7343	AT & T	AT & T 262 763-3474 163 6 FIRE	26276334740914	09/04/2014	73.51	09/14	PD	
						241.98	*		
	Total FIRE DEPT.						441.98		
100-535321-225	STREETS - TELEPHONE								
	7094	AT & T LONG DISTANCE	AT & T LONG DISTANCE DPW	829440291-08/14	09/04/2014	25.30	09/14	PD	
	7343	AT & T	AT & T 262 763-3474 163 6 DPW	26276334740914	09/04/2014	36.75	09/14	PD	
						62.05	*		
100-535321-261	STREETS - LIGHTING								
	3330	WE ENERGIES	4067-122-145 PARKING LOT	1067122145AUG14	09/08/2014	23.24	09/14	PD	
	3330	WE ENERGIES	6838-102-431 Traffic Signal	3838102431AUG14	09/09/2014	280.78	09/14	PD	
						304.02	*		
100-535321-298	STREETS - CONTRACT SERVICES								
	254	American Capital Financial	Document Fee for Chipper Truck Lease	091014	09/10/2014	295.00	09/14	PD	
100-535321-310	STREETS - OFF SUPP/POSTAGE								
	8696	CANON SOLUTIONS AMERICA, INC	Copier - DPW Serial FRU34827 (split)	4013785519	09/01/2014	20.96	09/14	PD	
	Total STREET ADMINISTRATION						682.03		
100-555551-220	PARKS - UTILITIES								
	3330	WE ENERGIES	3406-030-405 732 Maryland Ave	3406030405AUG14	09/08/2014	31.36	09/14	PD	
	3330	WE ENERGIES	4278-074-627 Baseball Scoreboard	4278074627AUG14	09/08/2014	36.31	09/14	PD	
	3330	WE ENERGIES	4447-370-241 Pavillion	447370241SEPT14	09/08/2014	48.45	09/14	PD	
						116.12	*		
100-555551-298	PARKS - OUTSIDE SERVICES								
	5917	Advanced Disposal Services	Advanced Disposal Dump & Switch	C60001202309	08/31/2014	139.06	09/14	PD	
	5917	Advanced Disposal Services	Advanced Disposal MSW	C60001202309	08/31/2014	454.41	09/14	PD	
	5917	Advanced Disposal Services	Advanced Disposal Fuel Fee	C60001202309	08/31/2014	26.71	09/14	PD	
						620.18	*		
100-555551-310	PARKS - OFFICE SUPP, POSTAGE								
	8696	CANON SOLUTIONS AMERICA, INC	Copier - DPW Serial FRU34827 (split)	4013785519	09/01/2014	10.47	09/14	PD	
	Total PARKS						746.77		
100-575710-297	GARBAGE- CONTRACT SVCS-RECYC								
	5917	Advanced Disposal Services	Advanced Disposal Recycle	C60001199178	08/31/2014	12,684.54	09/14	PD	
	5917	Advanced Disposal Services	Riverview Manor - Recycle Cardboard	C60001199187	08/31/2014	78.01	09/14	PD	
						12,762.55	*		
100-575710-298	GARBAGE - CONTRACT SVCS PICKUP								
	5917	Advanced Disposal Services	Advanced Disposal Trash	C60001199178	08/31/2014	30,103.69	09/14	PD	
	5917	Advanced Disposal Services	Advanced Disposal Fuel Charge	C60001199178	08/31/2014	1,931.63	09/14	PD	
	5917	Advanced Disposal Services	Advanced Disposal Comm Trash	C60001199178	08/31/2014	136.89	09/14	PD	
	5917	Advanced Disposal Services	RIVERVIEW MANOR TRASH	C60001199187	08/31/2014	213.69	09/14	PD	
						32,385.90	*		
	Total GARBAGE COLLECTION						45,148.45		

GL Acct No	Vendor	Vendor Name	Description	Invoice No	Inv Date	Amount	Period	
Total GENERAL FUND						51,924.92		
313-585610-646	2009 STF Loan-Equip Prin 256 U.S. Bancorp Gov't Leasing		1st payment on Chipper truck	077-0019586-001	09/09/2014	30,963.55	09/14	PD
Total 313-585610						30,963.55		
Total DEBT SERVICE FUND						30,963.55		
621-575740-220	WWTP-ELECTRIC 3330 WE ENERGIES		8635-875-051 Krift Av 800 Ft S Industria	3635875051AUG14	09/03/2014	76.18	09/14	PD
621-575740-248	PLANT OPERATION 5917 Advanced Disposal Services		Advanced Disposal Wastewater	C60001199186	08/31/2014	64.49	09/14	PD
621-575740-249	LABORATORY 936 CULLIGAN OF BURLINGTON		CULLIGAN WWTP ACCT 500-0848745	500X01399803	08/31/2014	204.25	09/14	PD
621-575740-310	OFFICE SUPPLIES, POSTAGE 2360 PETTY CASH WWTP 2360 PETTY CASH WWTP		PETTY CASH WWTP - POST OFFICE PETTY CASH WWTP RICHTER'S	AUG2014 AUG2014	09/16/2014 09/16/2014	102.20 23.79 125.99 *	09/14 09/14	PD PD
Total WASTEWATER FUND EXPENSES						470.91		
Total WASTEWATER OPERATIONS FUND						470.91		
622-506230-000	SUPPLIES 3330 WE ENERGIES		1473-005-365 508 Sheldon St	1473005365AUG14	08/27/2014	9.86	09/14	PD
Total 622-506230						9.86		
622-509210-000	OFFICE SUPPLY 5934 TIME WARNER CABLE-MILW 7094 AT & T LONG DISTANCE 7343 AT & T 8696 CANON SOLUTIONS AMERICA, INC		TIME WARNER CABLE WATER AT & T LONG DISTANCE WATER AT & T 262 763-3474 163 6 WATER Copier - DPW Serial FRU34827 (split)	700401601-09/14 829440291-08/14 26276334740914 4013785519	09/02/2014 09/04/2014 09/04/2014 09/01/2014	73.96 39.17 36.75 20.96 170.84 *	09/14 09/14 09/14 09/14	PD PD PD PD
Total 622-509210						170.84		
Total WATER UTILITY FUND						180.70		
623-575740-200 FUEL FOR RESALE								

6929	SIERRA PETROLEUM CO, INC.	SIERRA PETRO AV GAS 100LL	83579	09/15/2014	35,945.96	09/14	PD
623-575740-220	ELECTRIC						
3330	WE ENERGIES	3243-871-135 Bieneman Road	3243871135AUG14	09/08/2014	9.32	09/14	PD
623-575740-225	TELEPHONE						
7094	AT & T LONG DISTANCE	AT & T LONG DISTANCE AIRPORT	829440291-08/14	09/04/2014	25.30	09/14	PD
7343	AT & T	AT & T 262 763-3474 163 6 Airport	26276334740914	09/04/2014	55.11	09/14	PD
					80.41	*	
Total 623-575740					<u>36,035.69</u>		
Total AIRPORT FUND					<u>36,035.69</u>		
Grand Total:					<u><u>119,575.77</u></u>		

Dated: _____

Motion for Approval by: _____

Motion Seconded by: _____

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 Oct	151698	09/08/2014	769.05	09/14	PD
100-239007	LIFE INSURANCE							
	4062	MINNESOTA LIFE INSURANCE CO	MINNESOTA MUTUAL OCTOBER	OCT2014	09/19/2014	2,107.86	09/14	PD
100-454521-001	BOND FEES							
	1284	TOWN OF BROOKFIELD POLICE DEP	Bailey, James C.; Case: 0472268-6 & 04	BAILEY	09/25/2014	228.00	09/14	PR
	7366	RACINE CO T & M COURT	Silverman, Jacob; Case: 14-13329	SILVERMAN	09/22/2014	150.00	09/14	PD
	8071	BIG BEND POLICE DEPT	Bailey, James C.; Case 0472268-6 & 04	BAILEY	09/16/2014	228.00	09/14	PD
						150.00		*
Total 100-454521						150.00		
100-515111-265	Festival/Fireworks/Block Party							
	416	Burlington High School -	Food for 2014 Community Block Party	092214	09/22/2014	121.00	09/14	PD
	417	Burlington Pool Fund	Proceeds 2014 Block Party	092214	09/22/2014	793.00	09/14	PD
	418	Burlington Kiwanis Soccer Club	Proceeds 2014 Block Party	092214	09/22/2014	100.00	09/14	PD
	7404	BURLINGTON LIONS CLUB	PROCEEDS FROM BLOCK PARTY	092214	09/22/2014	581.00	09/14	PD
	8748	BMO HARRIS BANK N.A.	Tshirts - Block Party	4276 09/14	09/15/2014	178.50	09/14	PD
						1,773.50		*
Total CITY COUNCIL						1,773.50		
100-515121-310	MUNI COURT - OFFICE SUPPLIES							
	8734	BMO HARRIS BANK N.A.	walmart - split	4292 09/14	09/15/2014	22.36	09/14	PD
Total MUNICIPAL COURT						22.36		
100-515132-153	ADMIN - EBC							
	5090	EMPLOYEE BENEFITS CORPORATIO	EBC ADMIN	1949341	09/05/2014	3.45	09/14	PD
100-515132-242	ADMIN - REPAIRS AND MAINT							
	1088	RUNDLE-SPENCE	Rundle-Spence - Faucet	S2298218.001	09/22/2014	355.93	09/14	PD
100-515132-310	ADMIN - OFF SUPP-POSTAGE							
	8748	BMO HARRIS BANK N.A.	CTC Constant Contact	4276 09/14	09/15/2014	5.00	09/14	PD
	8748	BMO HARRIS BANK N.A.	Lee Newspaper: The Journal Times	4276 09/14	09/15/2014	2.00	09/14	PD
						7.00		*
100-515132-330	ADMIN - INSVC TRAINING & TRAV							
	8748	BMO HARRIS BANK N.A.	League of WI Municipality - Conference	4276 09/14	09/15/2014	290.00	09/14	PD
100-515132-399	ADMIN - SUNDRY EXPENSES							
	8734	BMO HARRIS BANK N.A.	walmart - split	4292 09/14	09/15/2014	70.55	09/14	PD
Total ADMINISTRATOR						726.93		
100-515140-330	CLERK - TRAINING & TRAVEL							
	8740	BMO HARRIS BANK N.A.	WI Municipal Clerk Conference	3118 - 09/14	09/15/2014	70.00	09/14	

PD = Fully Paid Invoice PR = Partially Paid Invoice

Prepaid
09-25-2014

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GL Acct No	Vendor	Vendor Name	Description	Invoice No	Inv Date	Amount	Period
Total CITY CLERK						70.00	
100-515141-153	FINANCE - EMPLOYEE BENEFITS						
	5090	EMPLOYEE BENEFITS CORPORATIO	EBC FINANCE	1949341	09/05/2014	.20	09/14 PD
100-515141-310	FINANCE - OFFICE SUPP/POSTAGE						
	8754	BMO HARRIS BANK N.A.	Walmart - Budget Partner Meetings	4238	09/14 09/15/2014	84.25	09/14 PD
100-515141-324	FINANCE - MEMBERSHIP DUES						
	2075	MTAW	MTAW MEMBERSHIP DUES	2014DUES	09/22/2014	50.00	09/14 PD
100-515141-399	FINANCE - MISC. EXPENSES-PUBLI						
	8734	BMO HARRIS BANK N.A.	walmart - split	4292	09/14 09/15/2014	22.37	09/14 PD
Total FINANCE						156.82	
100-525211-153	POLICE - EMP BENEFITS COOP						
	5090	EMPLOYEE BENEFITS CORPORATIO	EBC POLICE	1949341	09/05/2014	6.50	09/14 PD
100-525211-248	POLICE - REP & MAINT BUILDING						
	8746	BMO HARRIS BANK N.A.	Amazon	4250	09/14 09/15/2014	297.70	09/14 PD
100-525211-310	POLICE - OFF SUPP-POSTAGE						
	8747	BMO HARRIS BANK N.A.	kmart	0486	09/14 09/15/2014	68.02	09/14 PD
	8747	BMO HARRIS BANK N.A.	Amazon- Dragon Naturally Speaking	0486	09/14 09/15/2014	210.99	09/14 PD
	8747	BMO HARRIS BANK N.A.	Claridge product & Equi	0486	09/14 09/15/2014	525.00	09/14 PD
	8747	BMO HARRIS BANK N.A.	Walmart	0486	09/14 09/15/2014	15.95	09/14 PD
						819.96	*
100-525211-330	POLICE - TRAVEL						
	8743	BMO HARRIS BANK N.A.	Hyatt	1490	09/14 09/15/2014	210.00	09/14 PD
	8743	BMO HARRIS BANK N.A.	IACP	1490	09/14 09/15/2014	350.00	09/14 PD
	8747	BMO HARRIS BANK N.A.	Napoli	0486	09/14 09/15/2014	69.48	09/14 PD
	8747	BMO HARRIS BANK N.A.	Holiday Inn	0486	09/14 09/15/2014	210.00	09/14 PD
	8747	BMO HARRIS BANK N.A.	Chula Vista	0486	09/14 09/15/2014	238.43	09/14 PD
						1,077.91	*
100-525211-381	POLICE - INVESTIGATIONS						
	8746	BMO HARRIS BANK N.A.	Stapler Warehouse - Credit	4250	09/14 09/15/2014	76.00	09/14 PD
Total POLICE DEPT.						2,126.07	
100-525220-153	FIRE - EMPLOYEE BENEFITS						
	5090	EMPLOYEE BENEFITS CORPORATIO	EBC FIRE	1949341	09/05/2014	4.00	09/14 PD
100-525220-157	FIRE - INSERVICE TRAINING						
	8735	BMO HARRIS BANK N.A.	Amazon - EMR Complete Worktext	9205	09/14 09/15/2014	427.54	09/14 PD
	8749	BMO HARRIS BANK N.A.	WorldPoint: Heartsaver - CPR Supplies	4300	09/14 09/15/2014	268.29	09/14 PD
	8749	BMO HARRIS BANK N.A.	Amazon: Advanced EMT & Resource Ct	4300	09/14 09/15/2014	102.99	09/14 PD
	8749	BMO HARRIS BANK N.A.	Amazon: Workbook for Emergency Care	4300	09/14 09/15/2014	63.73	09/14 PD

GL Acct No	Vendor	Vendor Name	Description	Invoice No	Inv Date	Amount	Period	
						862.55		*
100-525220-159	FIRE - CLOTHING ALLOWANCE							
	8749 BMO HARRIS BANK N.A.		EmbroidMe	4300 09/14	09/15/2014	213.50	09/14	PD
100-525220-220	FIRE - UTILITY SERVICES							
	3330 WE ENERGIES		8403-026-057 Fire Dept 165 Washingto	403026057SEPT14	09/18/2014	814.54	09/14	PD
100-525220-242	FIRE - REPAIR & MAINT VEHICLES							
	8735 BMO HARRIS BANK N.A.		Lynch - Standard Lube Oil Filter	9205 09/14	09/15/2014	29.04	09/14	PD
100-525220-310	FIRE - OFFICE SUPPLIES							
	8735 BMO HARRIS BANK N.A.		Amazon - Laptop Battery	9205 09/14	09/15/2014	34.33	09/14	PD
100-525220-399	FIRE SUNDRIES							
	8735 BMO HARRIS BANK N.A.		GOOSEBERRIES	9205 09/14	09/15/2014	138.82	09/14	PD
	8735 BMO HARRIS BANK N.A.		GOOSEBERRIES	9205 09/14	09/15/2014	174.97	09/14	PD
						313.79		*
Total FIRE DEPT.						2,271.75		
100-525231-372	BLDG INSP - AUTO EXPENSE							
	8751 BMO HARRIS BANK N.A.		Lynch GM - car wash	6732 09/14	09/15/2014	8.00	09/14	PD
Total BUILDING INSP.						8.00		
100-535321-153	STREETS - EMPLOYEE BENEFITS							
	5090 EMPLOYEE BENEFITS CORPORATIO		EBC STREET	1949341	09/05/2014	6.00	09/14	PD
100-535321-220	STREETS - UTILITIES							
	3330 WE ENERGIES		0688-843-174 830 Milw Ave	0688843174AUG14	09/09/2014	327.05	09/14	PD
100-535321-225	STREETS - TELEPHONE							
	4485 TDS		TDS DPW 262-539-3770 (SPLIT)	262-539-3770 09/14	09/19/2014	77.41	09/14	PD
100-535321-261	STREETS - LIGHTING							
	3330 WE ENERGIES		0088-492-988 Traffic Signal	0088492988AUG14	09/08/2014	38.29	09/14	PD
	3330 WE ENERGIES		0455-414-409 Traffic Lights	455414409SEPT14	09/16/2014	220.89	09/14	PD
	3330 WE ENERGIES		2019-198-266 TRAFFIC LIGHTS	019198266SEPT14	09/09/2014	33.29	09/14	PD
	3330 WE ENERGIES		3073-922-427 Milw Ave Echo Lk	3073922427AUG14	09/08/2014	9.89	09/14	PD
	3330 WE ENERGIES		3277-994-067 Traffic Signal Controller	3277994067AUG14	09/08/2014	42.10	09/14	PD
	3330 WE ENERGIES		4404-149-064 300 N Main Street	404149064SEPT14	09/16/2014	38.15	09/14	PD
	3330 WE ENERGIES		4440-397-780 Beaumont Field	4440397780AUG14	09/08/2014	25.26	09/14	PD
	3330 WE ENERGIES		5639-265-567 650 Milwaukee Ave	5639265567AUG14	09/08/2014	277.89	09/14	PD
	3330 WE ENERGIES		6438-309-692 Traffic Signal	438309692SEPT14	09/10/2014	100.94	09/14	PD
						786.70		*
100-535321-310	STREETS - OFF SUPP/POSTAGE							
	8696 CANON SOLUTIONS AMERICA, INC		Copier - DPW Serial FRU34827 (split)	4012869290	05/11/2014	22.08	09/14	PD
	8741 BMO HARRIS BANK N.A.		Computer Medix - Notebook Repairs (sp	3100 09/14	09/15/2014	87.22	09/14	PD
						109.30		*
100-535321-350	STREETS - REP MAINT SUPPLIES							
	8753 BMO HARRIS BANK N.A.		DHS Equipment	5513 09/14	09/15/2014	81.55	09/14	PD
Total STREET ADMINISTRATION						1,388.01		

GL Acct No	Vendor	Vendor Name	Description	Invoice No	Inv Date	Amount	Period	
100-555551-153	PARKS - EMPLOYEE BENEFITS							
	5090	EMPLOYEE BENEFITS CORPORATIO	EBC PARK	1949341	09/05/2014	2.00	09/14	PD
100-555551-220	PARKS - UTILITIES							
	3330	WE ENERGIES	0235-568-359 Concession Bldg	0235568359AUG14	09/08/2014	211.89	09/14	PD
	3330	WE ENERGIES	0435-566-939 Washington & Main	435566939SEPT14	09/16/2014	45.60	09/14	PD
	3330	WE ENERGIES	1486-453-053 Storage Garage	1486453053AUG14	09/09/2014	18.27	09/14	PD
	3330	WE ENERGIES	2625-548-774 Restrooms at Ballpark	2625548774AUG14	09/08/2014	22.61	09/14	PD
	3330	WE ENERGIES	2672-334-997 Cabinet Parking Lot	2672334997AUG14	09/08/2014	141.55	09/14	PD
	3330	WE ENERGIES	4484-977-713 Riverside Park	4484977713AUG14	09/08/2014	65.27	09/14	PD
	3330	WE ENERGIES	5200-062-983 517 Congress St	5200062983AUG14	09/08/2014	9.89	09/14	PD
	3330	WE ENERGIES	5276-292-324 Lighting for bike path	5276292324AUG14	09/08/2014	28.12	09/14	PD
	3330	WE ENERGIES	7060-825-262 712 Maryland Ave	7060825262AUG14	09/08/2014	32.49	09/14	PD
						575.69	*	
100-555551-225	PARKS - TELEPHONE							
	4485	TDS	TDS DPW 262-539-3770 (SPLIT)	262-539-3770 09/14	09/19/2014	38.71	09/14	PD
100-555551-310	PARKS - OFFICE SUPP, POSTAGE							
	8696	CANON SOLUTIONS AMERICA, INC	Copier - DPW Serial FRU34827 (split)	4012869290	05/11/2014	11.04	09/14	PD
	Total PARKS					627.44		
	Total GENERAL FUND					12,197.79		
251-555511-153	EMPLOYEE BENEFITS							
	5090	EMPLOYEE BENEFITS CORPORATIO	EBC LIBRARY	1949341	09/05/2014	16.75	09/14	PD
251-555511-225	TELEPHONE							
	8737	BMO HARRIS BANK N.A.	Google - on going	0568 09/14	09/15/2014	54.16	09/14	PD
251-555511-310	OFFICE SUPPLIES, POSTAGE							
	8738	BMO HARRIS BANK N.A.	Wal-Mart	0543 09/14	09/15/2014	37.50	09/14	PD
251-555511-327	MATERIALS							
	8736	BMO HARRIS BANK N.A.	Shopko - Materials	1756 09/14	09/15/2014	37.82	09/14	PD
	8739	BMO HARRIS BANK N.A.	Wisconsin Taxpayer Alliance	0550 09/14	09/15/2014	32.95	09/14	PD
						70.77	*	
	Total FUND EXPENSES					179.18		
	Total LIBRARY OPERATIONS FUND					179.18		
465-535321-805	DPW CAPITAL OUTLAY VEHICLES							
	1841	LYNCH TRUCK CENTER	One-Ton Truck Chassis	092214	09/22/2014	24,060.56	09/14	PD
	Total STREET ADMINISTRATION					24,060.56		

GL Acct No	Vendor	Vendor Name	Description	Invoice No	Inv Date	Amount	Period	
Total CAPITAL REPLACEMENT FUND						24,060.56		
621-575740-153	EMPLOYEE BENEFITS							
	5090	EMPLOYEE BENEFITS CORPORATIO	EBC WWTP	1949341	09/05/2014	5.20	09/14	PD
621-575740-155	LIFE INSURANCE							
	5805	PIETERS, MARY	Aug & Sept Life Ins Premium Reimburse	092214	09/22/2014	18.72	09/14	PD
621-575740-220	WWTP-ELECTRIC							
	3330	WE ENERGIES	7672-906-685 Lift Station 2224 S Milw	7672906685AUG14	09/09/2014	197.66	09/14	PD
	3330	WE ENERGIES	8098-971-449 Sewer Lift - Fox River Lar	398971449SEPT14	09/10/2014	33.79	09/14	PD
						231.45	*	
621-575740-246	REPAIRS,MAINT OFF EQUIPMENT							
	8741	BMO HARRIS BANK N.A.	Computer Medix - Notebook Repairs (sp	3100 09/14	09/15/2014	87.22	09/14	PD
621-575740-310	OFFICE SUPPLIES, POSTAGE							
	5934	TIME WARNER CABLE-MILW	Time Warner WWTP Acct # 702658601	702658601 09/14	09/17/2014	124.94	09/14	PD
	8696	CANON SOLUTIONS AMERICA, INC	Copier - WWTP Serial FRU35325	4013813702	09/01/2014	42.90	09/14	PD
	8753	BMO HARRIS BANK N.A.	UPS	5513 09/14	09/15/2014	738.32	09/14	PD
						906.16	*	
621-575740-330	SEWER - INSRVC TRNG & TRAVEL							
	6168	WI DNR-OPERATOR CERTIFICATION	WI DNR - Lab Exam Review Course	102414	09/25/2014	25.00	09/14	PD
Total WASTEWATER FUND EXPENSES						1,273.75		
Total WASTEWATER OPERATIONS FUND						1,273.75		
622-509210-000	OFFICE SUPPLY							
	4485	TDS	TDS DPW 262-539-3770 (SPLIT)	262-539-3770 09/14	09/19/2014	77.41	09/14	PD
	7343	AT & T	AT & T WATER DEPT 414 R24-8901 36	414R2489010914	09/10/2014	68.95	09/14	PD
	8696	CANON SOLUTIONS AMERICA, INC	Copier - DPW Serial FRU34827 (split)	4012869290	05/11/2014	22.08	09/14	PD
	8741	BMO HARRIS BANK N.A.	Computer Medix - Notebook Repairs (sp	3100 09/14	09/15/2014	87.21	09/14	PD
	8750	BMO HARRIS BANK N.A.	Amazon - Laserjet Wireless Printer	5497 09/14	09/15/2014	102.39	09/14	PD
	8750	BMO HARRIS BANK N.A.	batteries plus (split)	5497 09/14	09/15/2014	74.19	09/14	PD
						432.23	*	
Total 622-509210						432.23		
622-509260-000	EMPLOYEE REIMBURSEMENT							
	8741	BMO HARRIS BANK N.A.	Expedia - Hotel Reservation	3100 09/14	09/15/2014	76.45	09/14	PD
622-509260-153	EMPLOYEE BENEFITS							
	5090	EMPLOYEE BENEFITS CORPORATIO	EBC WATER	1949341	09/05/2014	7.90	09/14	PD
Total 622-509260						84.35		
622-509350-000	GENERAL PLANT-SUPPLIES							
	8750	BMO HARRIS BANK N.A.	batteries plus (split)	5497 09/14	09/15/2014	74.95	09/14	PD

PD = Fully Paid Invoice PR = Partially Paid Invoice

GL Acct No	Vendor	Vendor Name	Description	Invoice No	Inv Date	Amount	Period
Total 622-509350						74.95	
Total WATER UTILITY FUND						591.53	
Grand Total:						38,302.81	

Dated: _____

Motion for Approval by: _____

Motion Seconded by: _____

GL Acct No	Vendor	Vendor Name	Description	Invoice No	Inv Date	Amount	Period
100-555551-298	PARKS - OUTSIDE SERVICES						
	858	COMPLETE TREE SERVICE, LLC	grubbed stump	208326	07/31/2014	156.00	09/14 PD
	858	COMPLETE TREE SERVICE, LLC	COMPLETE TREE SERVICE GRUBBIN	208363	08/20/2014	2,678.33	09/14 PD
	858	COMPLETE TREE SERVICE, LLC	COMPLETE TREE SERVICE GRUBBIN	208394	09/04/2014	2,092.35	09/14 PD
						4,926.68 *	
Total PARKS						4,926.68	
Total GENERAL FUND						4,926.68	
465-535321-805	DPW CAPITAL OUTLAY VEHICLES						
	1841	LYNCH TRUCK CENTER	Lynch/Doc Fees for New Truck	092914	09/29/2014	74.50	09/14 PD
Total STREET ADMINISTRATION						74.50	
Total CAPITAL REPLACEMENT FUND						74.50	
Grand Total:						5,001.18	

Dated: _____

Motion for Approval by: _____

Motion Seconded by: _____

Prepaid
9-29-2014

GL Acct No	Vendor	Vendor Name	Description	Invoice No	Inv Date	Amount	Period
100-484847-000	Developer Reimbursement						
	312	A & B CONVERTORS	REFUND OF DEPOSIT FEE	092314	09/23/2014	94.80	10/14
	313	FOX RIVER CYCLE	Developer Reimbursement	100114	10/01/2014	182.80	10/14
						277.60	*
100-515111-265	Festival/Fireworks/Block Party						
	5906	MINUTEMAN PRESS OF BURLINGTON banners		21316	09/12/2014	150.00	10/14
100-515111-399	CITY COUNCIL - PUBLICATION						
	2790	SOUTHERN LAKES NEWSPAPERS LI	Standard Press Legals - Minutes	177525	09/11/2014	92.60	10/14
	2790	SOUTHERN LAKES NEWSPAPERS LI	Standard Press Legals - Ordinances	179570	09/25/2014	44.51	10/14
	2790	SOUTHERN LAKES NEWSPAPERS LI	Standard Press Legals - Ordinances	179705	09/25/2014	19.32	10/14
	2790	SOUTHERN LAKES NEWSPAPERS LI	Standard Press Legals - Ordinances	179706	09/25/2014	237.44	10/14
	2790	SOUTHERN LAKES NEWSPAPERS LI	Legals - Resolution	179707	09/25/2014	38.79	10/14
						432.66	*
	Total CITY COUNCIL					582.66	
100-515121-243	MUNI COURT - SERVICE CONTRACTS						
	1584	JAMES IMAGING SYSTEMS, INC.	Muni Toshiba ES550	561200	09/16/2014	15.57	10/14
100-515121-310	MUNI COURT - OFFICE SUPPLIES						
	4338	PITNEY BOWES	PITNEY BOWES MUNI COURT	0753632-SP14	09/13/2014	94.16	10/14
	Total MUNICIPAL COURT					109.73	
100-515132-246	ADMIN REPAIR, MAINT OFF. EQUIP						
	5364	DIGICORP	malwarebytes anti-malware corp licensr	305745	09/16/2014	24.95	10/14
100-515132-298	ADMIN - CONTRACT SERVICES						
	8280	LF GREEN DEVELOPMENT, LLC	Phase I Environmental Site Assessment	149-1066	07/21/2014	1,500.00	10/14
100-515132-310	ADMIN - OFF SUPP-POSTAGE						
	1216	Office Copying Equipment, LTD	Supplies	A566334	09/09/2014	38.00	10/14
	4338	PITNEY BOWES	PITNEY BOWES ADMIN	0753632-SP14	09/13/2014	235.39	10/14
						273.39	*
100-515132-399	ADMIN - SUNDRY EXPENSES						
	3635	RICHTER'S MARKETPLACE	water refill (split)	09/29/14CH	09/29/2014	2.93	10/14
100-515132-505	Admin - Legal Fees						
	3035	VONBRIESEN & ROPER, S.C.	Von Briesen & Roper - Personnel	9499	09/17/2014	258.00	10/14
	Total ADMINISTRATOR					2,059.27	
100-515140-310	CLERK - OFFICE SUPPLIES						
	3635	RICHTER'S MARKETPLACE	water refill (split)	09/29/14CH	09/29/2014	2.92	10/14
	Total CITY CLERK					2.92	
100-515141-248	FINANCE - REP AND MAINT BLDG						
	2590	REINEMANS, INC.	batteries	61505	06/15/2005	9.49	10/14

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Vouchers
10-07-2014

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GL Acct No	Vendor	Vendor Name	Description	Invoice No	Inv Date	Amount	Period
100-515141-310	FINANCE - OFFICE SUPP/POSTAGE						
	2095	NAPOLI'S PIZZA RESTAURANT	NAPOLIS BUDGET PARTNERS MEET	56974	08/20/2014	121.57	10/14
	2095	NAPOLI'S PIZZA RESTAURANT	NAPOLIS BUDGET PARTNERS MEET	56987	09/10/2014	119.11	10/14
	4338	PITNEY BOWES	PITNEY BOWES FINANCE	0753632-SP14	09/13/2014	141.23	10/14
						381.91	*
100-515141-344	FINANCE - JANITOR SUPPLIES						
	2590	REINEMANS, INC.	REINEMANS - JANITOR SUPPLIES	62177	09/29/2014	18.45	10/14
	2590	REINEMANS, INC.	REINEMANS - JANITOR SUPPLIES	62225	09/30/2014	9.85	10/14
						28.30	*
100-515141-533	FINANCE - COPY MACHINE RENTAL						
	1584	JAMES IMAGING SYSTEMS, INC.	Fin Toshiba ES550	561200	09/16/2014	46.70	10/14
	Total FINANCE					466.40	
100-515142-321	ELECTIONS - BALLOTS & ADVERT						
	2484	RACINE CO CLERK	Absentee Envelope Order	092614	09/26/2014	207.12	10/14
	Total ELECTIONS					207.12	
100-525211-240	POLICE - FUEL, OIL						
	1050	DOUG'S AUTO	DOUGS AUTO POLICE OIL CHANGE	023209	08/22/2014	24.95	10/14
100-525211-242	POLICE - REPAIR/MTCE EQUIP						
	1050	DOUG'S AUTO	Replace headlight socket & bulb	023181	08/16/2014	63.98	10/14
	1050	DOUG'S AUTO	2013 Ford Explorer - repairs	023252	09/02/2014	284.95	10/14
	1050	DOUG'S AUTO	DOUGS AUTO POLICE REPAIRS	023317	09/15/2014	91.53	10/14
	1050	DOUG'S AUTO	Police Dept Replace Valve	023340	09/18/2014	143.70	10/14
	2590	REINEMANS, INC.	REINEMANS POLICE SUPPLIES	60754	09/09/2014	16.71	10/14
	2590	REINEMANS, INC.	transponder key	61504	09/19/2014	59.99	10/14
	5477	BUMPER TO BUMPER	BUMPER TO BUMPER POLICE SUPPLI	271980	09/10/2014	39.90	10/14
						700.76	*
100-525211-244	POLICE - REPAIR & MAINTENANCE						
	1951	MENARDS	6 gallon compressor	60060	09/05/2014	159.00	10/14
	2570	REESMAN'S EXC. & GRADING, INC.	Reeseman's - landscape Enhancment	090214	09/02/2014	3,590.00	10/14
	3558	LARK UNIFORM OUTFITTERS	Lark Uniform - Ballistic Vest	173545	07/25/2014	728.95	10/14
	5364	DIGICORP	Digicorp - Police Voice Labor	305337	08/13/2014	78.75	10/14
	5364	DIGICORP	Digicorp - Police Voice Labor	305494	08/29/2014	315.00	10/14
	5364	DIGICORP	Digicorp - Police Voice Labor	305537	08/31/2014	78.75	10/14
	5364	DIGICORP	Digicorp - Repair Police labor & Part	305538	08/31/2014	272.50	10/14
	5364	DIGICORP	Digicorp - Repair Police labor & Part	305564	08/31/2014	205.00	10/14
	5364	DIGICORP	LCD Desktop Monitor	305786	09/18/2014	187.00	10/14
	5673	OHIO CALIBRATION LABORATORIES	replaced display board & tested unit	17319	08/22/2014	185.00	10/14
						5,799.95	*
100-525211-248	POLICE - REP & MAINT BUILDING						
	1484	VIEVU	LE3 - CAMERA	10264	09/08/2014	125.97	10/14
	1951	MENARDS	MENARDS POLICE SUPPLIES	59333	08/27/2014	49.94	10/14
	2590	REINEMANS, INC.	REINEMANS POLICE DEPT SUPPLIES	60554	09/05/2014	22.02	10/14
						197.93	*
100-525211-310	POLICE - OFF SUPP-POSTAGE						
	3635	RICHTER'S MARKETPLACE	water refill Police Dept	08/28/14PD	08/28/2014	5.85	10/14
	3635	RICHTER'S MARKETPLACE	RICHTER FOODS POLICE DEPT SUPI	08/29/14PD	08/29/2014	10.89	10/14
	3635	RICHTER'S MARKETPLACE	water refill Police Dept	09/05/14PD	09/05/2014	5.85	10/14
	3635	RICHTER'S MARKETPLACE	water refill Police Dept	09/12/14PD	09/12/2014	5.85	10/14
	3635	RICHTER'S MARKETPLACE	water refill Police Dept	09/18/14PD	09/18/2014	5.85	10/14

GL Acct No	Vendor	Vendor Name	Description	Invoice No	Inv Date	Amount	Period
	3635	RICHTER'S MARKETPLACE	water refill Police Dept	09/19/14PD	09/19/2014	5.85	10/14
	3635	RICHTER'S MARKETPLACE	coffee	09/22/14PD	09/22/2014	47.56	10/14
	3635	RICHTER'S MARKETPLACE	water refill Police Dept	09/26/14PD	09/26/2014	5.85	10/14
	4338	PITNEY BOWES	PITNEY BOWES POLICE	0753632-SP14	09/13/2014	141.23	10/14
	5906	MINUTEMAN PRESS OF BURLINGTOI	Minuteman - Business Cards	21125	08/22/2014	272.50	10/14
						507.28	*
100-525211-330	POLICE - TRAVEL						
	8544	WFTOA	WFTOA Registration Fee	14-02	09/22/2014	390.00	10/14
100-525211-344	POLICE - JANITOR SUPPLIES						
	1951	MENARDS	MENARDS POLICE JANITOR SUPPLIE	61389	09/23/2014	59.42	10/14
100-525211-381	POLICE - INVESTIGATIONS						
	1391	LANGUAGE LINE SERVICES, INC	OVER-THE -PHONE INTERPRETATIO	3447067	08/31/2014	69.04	10/14
		Total POLICE DEPT.				7,749.33	
100-525220-157	FIRE - INSERVICE TRAINING						
	3072	ECKOLA, BRADLEY	Reimburse for Fund. Fire Fighter Skills	091314	09/13/2014	138.47	10/14
100-525220-211	FIRE - PHYSICALS						
	4154	AURORA HEALTH CARE	Acct #600003825 - Herring	127228540	09/11/2014	128.00	10/14
	4154	AURORA HEALTH CARE	Acct #600003825 - Price, Paul	127235887	09/11/2014	128.00	10/14
	4154	AURORA HEALTH CARE	Acct #600003825 - Reed, Griffin	127306705	09/15/2014	128.00	10/14
	4154	AURORA HEALTH CARE	Acct #600003825 - Rook, Kevin	127320112	09/15/2014	128.00	10/14
	4154	AURORA HEALTH CARE	Acct #600003825 - Jessen, M	127349788	09/16/2014	128.00	10/14
	4154	AURORA HEALTH CARE	Acct #600003825 - Keefer, C	127430769	09/19/2014	128.00	10/14
						768.00	*
100-525220-242	FIRE - REPAIR & MAINT VEHICLES						
	1820	LOIS TIRE SHOP, INC.	tire repair 1998 Ford F250	354798	09/19/2014	35.00	10/14
	5477	BUMPER TO BUMPER	BUMPER TO BUMPER FIRE DEPT	272003	09/10/2014	10.00	10/14
	8542	RENNERT'S FIRE EQUIP SERV, INC	Equipment service test	31413	09/23/2014	1,581.00	10/14
						1,626.00	*
100-525220-244	FIRE - REPAIR MAINT EQUIPMENT						
	2590	REINEMANS, INC.	4 x 6 Nyl Repl Flag	60886	09/10/2014	33.29	10/14
	5585	GENERAL COMMUNICATIONS, INC	5 Portable Radio's & Programming	198402	08/07/2014	1,930.00	10/14
						1,963.29	*
100-525220-248	FIRE - REPAIR MAINT BLDGS						
	1951	MENARDS	cleaning supplies	61580	09/25/2014	38.27	10/14
	2590	REINEMANS, INC.	Reinemans - Cut Keys	61187	09/15/2014	2.99	10/14
						41.26	*
100-525220-293	FIRE - FIRE PREVENTION						
	8732	THE FIREFIGHTER'S DAUGHTER	12 x 18 Poster Paper	1692	09/16/2014	118.04	10/14
100-525220-298	FIRE- CONTRACT SERVICES						
	7630	MALEK & ASSOCIATES CONSULTAN	Plan Review for Moy's Super Taco	5077	09/08/2014	225.00	10/14
	7630	MALEK & ASSOCIATES CONSULTAN	Plan Review for O'Reilly Auto Parts	5078	09/08/2014	235.00	10/14
						460.00	*
		Total FIRE DEPT.				5,115.06	
100-525231-298	BLDG INSP - CONTRACT						
	4069	MUNICIPAL SERVICES, LLC	MUNICIPAL SERVICES BLDG INSPEC	201383	08/04/2014	655.50	10/14

GL Acct No	Vendor	Vendor Name	Description	Invoice No	Inv Date	Amount	Period
Total BUILDING INSP.						655.50	
100-535321-159	STREETS - CLOTHING ALLOWANCE						
	117	ALSCO	ALSCO DPW (split) Customer # 074780	IMIL854863	09/10/2014	138.04	10/14
	117	ALSCO	ALSCO DPW (split) Customer # 074780	IMIL857338	09/17/2014	76.46	10/14
	2835	SUPPLY CORP., THE	Supply Corp - Dpw Supplies (split)	0060174-IN	09/05/2014	230.93	10/14
						445.43	*
100-535321-242	STREETS - REP MAINT VEHICLES						
	285	BADGER TRUCK CENTER, INC.	BADGER TRUCK CENTER UNIT 503	613659	08/07/2014	124.14	10/14
	285	BADGER TRUCK CENTER, INC.	BADGER TRUCK CENTER UNIT 608	616865	09/10/2014	451.16	10/14
	285	BADGER TRUCK CENTER, INC.	BADGER TRUCK CENTER UNIT 608	617094	09/12/2014	141.98	10/14
	1820	LOIS TIRE SHOP, INC.	tire repair 2012 Chevy Colorado	353985	09/08/2014	548.28	10/14
	1820	LOIS TIRE SHOP, INC.	tire repair 2008 GMC 3500 Diesel	354079	09/09/2014	35.00	10/14
	2008	MILLER-BRADFORD & RISBERG INC.	MILLER BRADFORD DPW UNIT 810	IB65208	08/14/2014	269.11	10/14
	2008	MILLER-BRADFORD & RISBERG INC.	MILLER BRADFORD DPW UNIT 602	IB65530	09/17/2014	85.13	10/14
	2720	SHERWIN INDUSTRIES, INC.	Suction hose	SS057219	09/17/2014	80.43	10/14
	5188	BABCOCK AUTO SPRING CO	BABCOCK AUTO SPRING DPW SUPP	65637	08/25/2014	970.02	10/14
						2,705.25	*
100-535321-248	STREETS REP & MAINT BLDG						
	117	ALSCO	ALSCO DPW (split) Customer # 074781	IMIL854864	09/10/2014	8.46	10/14
100-535321-298	STREETS - CONTRACT SERVICES						
	2608	R.K.W. REDI-MIX CONCRETE INC.	RKW - G6AE	58806	08/15/2014	206.00	10/14
	2608	R.K.W. REDI-MIX CONCRETE INC.	RKW - G6AE	59305	08/27/2014	58.00	10/14
	3070	WANASEK CORPORATION	WANASEK DPW STREET SWEEPER	3959	09/15/2014	4,050.00	10/14
	5164	DONERITE JANITORIAL SERV INC.	DONE RITE OCTOBER CLEANING DP	2590	09/18/2014	360.00	10/14
	5164	DONERITE JANITORIAL SERV INC.	shampoo carpets at DPW building	2592	09/18/2014	136.00	10/14
						4,810.00	*
100-535321-310	STREETS - OFF SUPP/POSTAGE						
	1951	MENARDS	Menards - Acct 32120266	60280	09/08/2014	2.01	10/14
	3635	RICHTER'S MARKETPLACE	coffee	09/09/14PD	09/09/2014	17.98	10/14
						19.99	*
100-535321-350	STREETS - REP MAINT SUPPLIES						
	2008	MILLER-BRADFORD & RISBERG INC.	MILLER BRADFORD DPW UNIT 602	IB65399	09/04/2014	673.78	10/14
	2590	REINEMANS, INC.	Reinemans - Streets Supplies	60522	09/05/2014	30.07	10/14
	2860	TAPCO	TAPCO DPW SIGNS	465599	09/08/2014	1,333.12	10/14
	2860	TAPCO	TAPCO DPW SIGNS	466337	09/15/2014	3,737.48	10/14
						5,774.45	*
100-535321-354	STREETS-PARKNG STRUCTR UTILITY						
	2571	FNL CONSTRUCTION LLC	WASHING PARKING GARAGE	646	09/02/2014	1,800.00	10/14
Total STREET ADMINISTRATION						15,563.58	
100-545411-291	HEALTH OFFICER-CONTRACT						
	4325	MEMORIAL HOSPITAL-WRCHD	MEMORIAL HOSPITAL WRCHD	2014SEPT	09/26/2014	5,712.52	10/14
Total HEALTH OFFICER						5,712.52	
100-545430-298	ANIMAL SHELTER						
	709	WISCONSIN HUMANE SOCIETY	ANIMAL SHELTER CONTRACT SEPT.	327	10/01/2014	860.92	10/14

GL Acct No	Vendor	Vendor Name	Description	Invoice No	Inv Date	Amount	Period
Total DOG POUND						<u>860.92</u>	
100-555551-159	PARKS - CLOTHING						
	117	ALSCO	ALSCO DPW (split) Customer # 074780	IMIL854863	09/10/2014	30.00	10/14
	117	ALSCO	ALSCO DPW (split) Customer # 074780	IMIL857338	09/17/2014	30.00	10/14
	2835	SUPPLY CORP., THE	Supply Corp - Dpw Supplies (split)	0060174-IN	09/05/2014	78.97	10/14
						<u>138.97</u>	*
100-555551-244	PARKS - REPAIR MAINT EQUIPMENT						
	2590	REINEMANS, INC.	Reinemans - Hardware	60704	09/08/2014	12.21	10/14
100-555551-248	PARKS - REPAIR MAINT BLDGS						
	117	ALSCO	ALSCO DPW (split) Customer # 074781	IMIL854864	09/10/2014	4.22	10/14
100-555551-298	PARKS - OUTSIDE SERVICES						
	2330	PATS SERVICES, INC	CITY OF BURLINGTON COMPOST SIT	A-104382	09/09/2014	90.00	10/14
	2330	PATS SERVICES, INC	CITY OF BURLINGTON RIVERSIDE P/	A-104525	09/12/2014	160.00	10/14
	2790	SOUTHERN LAKES NEWSPAPERS LI	Bids: Tree Planting	177427	09/04/2014	64.56	10/14
	3070	WANASEK CORPORATION	433 HighRidge	3969	09/15/2014	1,133.75	10/14
	3966	BREEZY HILL NURSERY INC.	BREEZY HILL NURSERY DPW	I-181273	09/08/2014	406.00	10/14
	4057	ARBOR IMAGES, INC.	Arbor Images - Playground Mix	58385A	09/19/2014	465.50	10/14
	5164	DONERITE JANITORIAL SERV INC.	DONE RITE OCTOBER CLEANING DP	2590	09/18/2014	180.00	10/14
	5164	DONERITE JANITORIAL SERV INC.	shampoo carpets at DPW building	2592	09/18/2014	68.00	10/14
						<u>2,567.81</u>	*
100-555551-350	PARKS - REPAIR/MTCE SUPPLIES						
	1140	ELKHORN CHEMICAL & PACKAGING	ELKHORN CHEMICAL PARKS	552826	09/12/2014	413.75	10/14
	1951	MENARDS	Menards Park Dept Acct. #32120266	58944	08/22/2014	113.54	10/14
	2590	REINEMANS, INC.	Reinemans - Parks Supplies	60110	08/29/2014	15.09	10/14
						<u>542.38</u>	*
Total PARKS						<u>3,263.59</u>	
100-565639-399	ECONOMIC DEVELOPMENT						
	2495	RACINE CO ECONOMIC DEV. CORP.	RCEDC 4TH QUARTER CONTRACT	4TH QTR 14	09/26/2014	10,300.00	10/14
Total ECONOMIC DEVELOPMENT						<u>10,300.00</u>	
100-565641-298	PLAN COMM - CONTRACT SVCS						
	1940	MEEHAN & COMPANY, INC.	MEEHAN & COMPANY SEPTEMBER E	2014SEPT	09/30/2014	7,475.84	10/14
Total PLANNING COMMISSION						<u>7,475.84</u>	
100-575710-299	GARBAGE- CNTRCT SVCS LANDFILL						
	4217	KAPUR & ASSOCIATES, INC.	Kapur 13.0090.01 Burlington Landfill 20	82677	07/15/2014	776.00	10/14
	4217	KAPUR & ASSOCIATES, INC.	Kapur 13.0090.01 Burlington Landfill 20	83137	09/18/2014	485.00	10/14
						<u>1,261.00</u>	*
Total GARBAGE COLLECTION						<u>1,261.00</u>	

GL Acct No	Vendor	Vendor Name	Description	Invoice No	Inv Date	Amount	Period
Total GENERAL FUND						<u>61,663.04</u>	
251-555511-247	REPAIR, MAINTENANCE BUILDING						
	1951 MENARDS		Pine Street Steps Supplies	60893	09/23/2014	8.36	10/14
	2590 REINEMANS, INC.		Pine Street Repair Supplies	61414	09/23/2014	108.03	10/14
	3917 ARTISTIC CLEANERS		Library carpet cleaning	4119	09/23/2014	870.00	10/14
						986.39	*
251-555511-310	OFFICE SUPPLIES, POSTAGE						
	2365 PETTY CASH LIBRARY		postage & misc supplies	0914PC	09/23/2014	111.83	10/14
	3635 RICHTER'S MARKETPLACE		LIBRARY SUPPLIES	0914RM	09/23/2014	53.97	10/14
	4338 PITNEY BOWES		PITNEY BOWES LIBRARY	0753632-SP14	09/13/2014	141.23	10/14
						307.03	*
251-555511-318	AUTOMATION						
	5630 AMAZON.COM/GE MONEY		Amazon: laptop power supply	0914AMAZ2	09/23/2014	40.50	10/14
251-555511-327	MATERIALS						
	300 BAKER & TAYLOR		BAKER & TAYLOR LIBRARY MATERIA	029734732 092314	09/23/2014	1,871.12	10/14
	302 BAKER & TAYLOR CONT. SERVICE		BAKER & TAYLOR LIBRARY MATERIA	5013289258	09/23/2014	116.20	10/14
	1561 CENTER POINT LARGE PRINT		Large Print Material	1215193	09/23/2014	299.03	10/14
	3529 RECORDED BOOKS LLC		AUDIOBOOKS	75004633	09/23/2014	193.48	10/14
	4072 MICROMARKETING ASSOCIATES		MICROMARKETING LIBRARY SUPPLII	541491	09/23/2014	334.57	10/14
	5139 JUNIOR LIBRARY GUILD		LIBRARY MATERIALS	243206	09/23/2014	703.50	10/14
	5630 AMAZON.COM/GE MONEY		AMAZON LIBRARY JUVENILE MATER	0914AMAZ11	09/23/2014	218.72	10/14
	5967 SCHOLASTIC LIBRARY PUBLISHING		SCHOLASTIC LIBRARY JUVENILE MA	11436575	09/23/2014	828.10	10/14
	7607 MIDWEST TAPE, LLC		MIDWEST TAPE LIBRARY DVD'S & CT	92174168	09/23/2014	1,031.52	10/14
						5,596.24	*
Total FUND EXPENSES						<u>6,930.16</u>	
Total LIBRARY OPERATIONS FUND						<u>6,930.16</u>	
465-515141-800	FINANCE DEPARTMENT-OUTLAY						
	3040 VORPAGEL SERVICE INC.		Installed 5 Ton Coil for Conditioning Sys	35761	09/08/2014	3,213.80	10/14
Total CLERK-TREASURER						<u>3,213.80</u>	
Total CAPITAL REPLACEMENT FUND						<u>3,213.80</u>	
501-514900-000	ADMINISTRATIVE EXPENSES						
	8222 LABYRINTH HEALTHCARE GROUP		Monthly fee for Advocacy Serv	22223	09/22/2014	156.00	10/14
Total ADMINISTRATIVE						<u>156.00</u>	
Total SELF INSURANCE FUND						<u>156.00</u>	

GL Acct No	Vendor	Vendor Name	Description	Invoice No	Inv Date	Amount	Period
621-181000	CONSTRUCTION IN PROGRESS						
	4217	KAPUR & ASSOCIATES, INC.	Kapur 12.0077.01 Phase II - WWTF Upg	83057	09/16/2014	2,276.00	10/14
621-575740-159	CLOTHING ALLOWANCE						
	117	ALSCO	ALSCO WWTP (split) Cust # 012230	IMIL852407	09/03/2014	70.51	10/14
	117	ALSCO	ALSCO WWTP (split) Cust # 012230	IMIL854866	09/10/2014	67.01	10/14
	117	ALSCO	ALSCO WWTP Cust # 012230 (split)	IMIL857340	09/17/2014	67.01	10/14
						204.53	*
621-575740-240	FUEL, OIL AND LUBRICANTS						
	5477	BUMPER TO BUMPER	BUMPER TO BUMPER WWTP TRUCK	272272	09/15/2014	2.69	10/14
621-575740-242	REPAIR, MAINTENANCE VEHICLES						
	1820	LOIS TIRE SHOP, INC.	tire repair for Golf Cart	354255	09/11/2014	17.89	10/14
	1951	MENARDS	Menards - Acct 32120265 (split)	59513	08/29/2014	16.38	10/14
	5477	BUMPER TO BUMPER	BUMPER TO BUMPER WWTP	271817	09/08/2014	4.27	10/14
	5477	BUMPER TO BUMPER	BUMPER TO BUMPER WWTP TRUCK	272272	09/15/2014	75.35	10/14
	5477	BUMPER TO BUMPER	BUMPER TO BUMPER WWTP TRUCK	272307	09/15/2014	125.69	10/14
						239.58	*
621-575740-244	REPAIRS, MAINT EQUIPMENT						
	117	ALSCO	ALSCO WWTP (split) Cust # 012230	IMIL852407	09/03/2014	10.02	10/14
	117	ALSCO	ALSCO WWTP Cust # 012231 (split)	IMIL852408	09/03/2014	107.84	10/14
	117	ALSCO	ALSCO WWTP (split) Cust # 012230	IMIL854866	09/10/2014	10.02	10/14
	117	ALSCO	ALSCO WWTP Cust # 012230 (split)	IMIL857340	09/17/2014	10.02	10/14
	117	ALSCO	ALSCO WWTP Cust # 012231 (split)	IMIL857341	09/17/2014	107.84	10/14
	640	BURLINGTON MACHINE TOOL MFG C	Stainless Steel Bushing Blocks	214879	09/11/2014	92.00	10/14
	1140	ELKHORN CHEMICAL & PACKAGING	ELKHORN CHEM WWTP	552250	08/29/2014	171.63	10/14
	1454	HOTSY CLEANING SYSTEMS	service to pressure washer	0102058-IN	09/01/2014	237.54	10/14
	1951	MENARDS	Menards - Acct 32120265 (split)	59513	08/29/2014	64.96	10/14
	1951	MENARDS	Light Bulbs	60261	09/08/2014	59.94	10/14
	2215	NELSON ELECTRIC SUPPLY	convertor for laptop	703914-00	08/21/2014	361.00	10/14
	2590	REINEMANS, INC.	Reinemans - WWTP	60977	09/12/2014	1.61	10/14
	2590	REINEMANS, INC.	Reinemans - plumbing parts	61677	09/22/2014	12.64	10/14
	2590	REINEMANS, INC.	Reinemans - plumbing parts	61696	09/22/2014	5.20	10/14
	3520	AUTOMATIC ENTRANCES	1" Red Pushbutton with remote	1933308	08/25/2014	128.89	10/14
	5164	DONERITE JANITORIAL SERV INC.	DoneRite Janitorial Cleaning for WWTP	2591	09/18/2014	1,080.00	10/14
	5477	BUMPER TO BUMPER	BUMPER TO BUMPER WWTP	271817	09/08/2014	37.48	10/14
	5574	VULCAN INDUSTRIES, INC	VULCAN WWTP SUPPLIES	14365-12504	09/04/2014	636.00	10/14
						3,134.63	*
621-575740-245	GROUND IMPROVEMENTS						
	2587	REINDERS INC	REINDERS INC - BLADES	1552076-00	09/10/2014	62.57	10/14
621-575740-247	WWTP-RESERVE PLANT REPLACEMENT						
	2215	NELSON ELECTRIC SUPPLY	Nelson Electric - Credit	46436-00	08/25/2014	1,376.25	10/14
	2215	NELSON ELECTRIC SUPPLY	NELSON ELECTRIC WWTP	702399-01	08/13/2014	1,623.75	10/14
	2215	NELSON ELECTRIC SUPPLY	Parts: Main LS Pump #2	703150-01	08/21/2014	1,376.25	10/14
						1,623.75	*
621-575740-248	PLANT OPERATION						
	1140	ELKHORN CHEMICAL & PACKAGING	ELKHORN CHEM WWTP	552884	09/12/2014	64.20	10/14
	2590	REINEMANS, INC.	Reinemans - plumbing parts	59908	08/27/2014	37.26	10/14
	5364	DIGICORP	Panasonic Toughbook	305628	08/31/2014	2,210.00	10/14
	7282	TELEDYNE INSTRUMENTS, INC	DISCHARGE TUBING	S020049057	08/25/2014	306.95	10/14
						2,618.41	*
621-575740-249	LABORATORY						
	117	ALSCO	ALSCO WWTP (split) Cust # 012230	IMIL852407	09/03/2014	4.71	10/14
	117	ALSCO	ALSCO WWTP Cust # 012231 (split)	IMIL852408	09/03/2014	55.41	10/14
	117	ALSCO	ALSCO WWTP (split) Cust # 012230	IMIL854866	09/10/2014	4.71	10/14
	117	ALSCO	ALSCO WWTP Cust # 012230 (split)	IMIL857340	09/17/2014	4.71	10/14
	117	ALSCO	ALSCO WWTP Cust # 012231 (split)	IMIL857341	09/17/2014	55.41	10/14

GL Acct No	Vendor	Vendor Name	Description	Invoice No	Inv Date	Amount	Period
						124.95	*
621-575740-253	PHOSPHATE REMOVAL						
	1095	KEMIRA WATER SOLUTIONS	KEMIRA WWTP FERROUS CHLORIDE	9017409204	09/03/2014	1,983.70	10/14
621-575740-254	SLUDGE REMOVAL						
	1040	AQUACHEM OF AMERICA INC	WWTP -Polymer	7654Q	08/25/2014	6,255.00	10/14
	2330	PATS SERVICES, INC	Pats Services - WWTP - Bio-Solids App	673608	08/31/2014	9,000.00	10/14
						15,255.00	*
621-575740-298	CONTRACT SERVICE						
	355	BAXTER & WOODMAN, INC.	WPDES PERMIT ASSISTANCE PROJE	0175739	08/21/2014	660.00	10/14
	3285	WISCONSIN CENTRAL	WI CENTRAL PRIVATE GRADE CROS	9500138564	09/02/2014	100.00	10/14
						760.00	*
621-575740-310	OFFICE SUPPLIES, POSTAGE						
	5364	DIGICORP	microsoft office 2013 License	305744	09/16/2014	297.00	10/14
621-575740-353	REPAIR & MAINT LIFT STATIONS						
	1951	MENARDS	Menards - Acct 32120265 (split)	59513	08/29/2014	29.99	10/14
	7546	EVOQUA WATER TECHNOLOGIES LL	SIEMENS WWTP BIOXIDE	901834477	08/22/2014	629.30	10/14
						659.29	*
621-575740-359	SANITARY SEWER REPAIR,MAINT						
	1441	D & K SERVICES	Work Performed on Deadend of Capital	2014269	08/28/2014	9,432.00	10/14
	3730	DIGGERS HOTLINE, INC	Diggers Hotline WWTP	140 8 42701	08/31/2014	93.96	10/14
						9,525.96	*
621-575740-371	REG/PERMITS/OUTSIDE TESTING						
	8569	ENVIRONMENTAL CONSULTING &	Acute & Chronic Test Battery	1543	08/27/2014	1,400.00	10/14
Total WASTEWATER FUND EXPENSES						37,892.06	
Total WASTEWATER OPERATIONS FUND						40,168.06	
622-506230-000	SUPPLIES						
	1951	MENARDS	Light Bulbs	59968	09/04/2014	54.36	10/14
	3120	WELDERS SUPPLY COMPANY	WELDERS SUPPLY CO WATER #8	292448	09/03/2014	41.38	10/14
						95.74	*
Total 622-506230						95.74	
622-506250-000	MAINTENANCE-SUPPLIES						
	1994	MIDWEST DOOR COMPANY	Service Call Pump House Door	1431	09/16/2014	75.00	10/14
	2590	REINEMANS, INC.	REINEMANS WATER DEPT WELL #1C	60578	09/05/2014	33.77	10/14
	2590	REINEMANS, INC.	REINEMANS WATER DEPT WELL #1C	60796	09/09/2014	1.29	10/14
	4244	CTW CORPORATION	factory service for for switchover vacuum	22020	09/05/2014	1,404.30	10/14
						1,514.36	*
Total 622-506250						1,514.36	
622-506310-000	CHEMICALS						
	2224	HAWKINS, INC	Water Dept Supplies	3635834	08/20/2014	3,037.20	10/14
Total 622-506310						3,037.20	

GL Acct No	Vendor	Vendor Name	Description	Invoice No	Inv Date	Amount	Period
622-506510-000	MAINS, WATER BREAKS-SUPPLIES						
	3730	DIGGERS HOTLINE, INC	Diggers Hotline Water	140 8 42701	08/31/2014	93.96	10/14
Total 622-506510						93.96	
622-506520-000	SERVICE-SUPPLIES						
	5721	HD SUPPLY WATERWORKS, LTD.	HD SUPPLY PARTS	C894081	08/29/2014	1,428.20	10/14
	5721	HD SUPPLY WATERWORKS, LTD.	HD Supply - Water Dept	C896442	08/29/2014	436.08	10/14
Total 622-506520						1,864.28 *	
622-506540-000	HYDRANTS & SUPPLIES						
	5721	HD SUPPLY WATERWORKS, LTD.	HD Hyd Maint 654	C925384	09/05/2014	993.63	10/14
	5721	HD SUPPLY WATERWORKS, LTD.	HD Hyd Maint 654	C925397	09/08/2014	178.58	10/14
Total 622-506540						1,172.21 *	
622-509030-000	OFFICE SUPPLIES						
	117	ALSCO	ALSCO Water Cust # 025570	IMIL852406	09/03/2014	28.13	10/14
	117	ALSCO	ALSCO Water Cust # 025570	IMIL854865	09/10/2014	28.13	10/14
	117	ALSCO	ALSCO Water Cust # 025570	IMIL857339	09/17/2014	28.13	10/14
Total 622-509030						84.39 *	
622-509210-000	OFFICE SUPPLY						
	4338	PITNEY BOWES	PITNEY BOWES WATER	0753632-SP14	09/13/2014	188.31	10/14
Total 622-509210						188.31	
622-509230-000	OUTSIDE SERVICES						
	1513	INLAND POWER GROUP	Replace Alternator During Yearly Inspec	1449793-00	09/16/2014	990.95	10/14
	1513	INLAND POWER GROUP	Replace ATS Bulbs During Yearly Inspec	1449800-00	09/16/2014	276.50	10/14
	1513	INLAND POWER GROUP	Inland Power Group Water Dept	1449802	09/16/2014	2,268.42	10/14
Total 622-509230						3,535.87 *	
622-509330-000	TRANSPORTATION-SUPPLIES						
	1707	LDV, INC.	build storage basket	55167	09/18/2014	574.54	10/14
Total 622-509330						574.54	
622-509350-000	GENERAL PLANT-SUPPLIES						
	117	ALSCO	ALSCO DPW (split) Customer # 074781	IMIL854864	09/10/2014	8.46	10/14

PD = Fully Paid Invoice PR = Partially Paid Invoice

GL Acct No	Vendor	Vendor Name	Description	Invoice No	Inv Date	Amount	Period
	1138	Locators & Supplies, Inc	Klien Video Borescope & Extension Cab	0227638-IN	09/15/2014	246.23	10/14
	1951	MENARDS	drain spade	61057	09/18/2014	74.91	10/14
	2590	REINEMANS, INC.	Reinemans - Water Dept	61295	09/17/2014	31.92	10/14
	5164	DONERITE JANITORIAL SERV INC.	DONE RITE OCTOBER CLEANING DP	2590	09/18/2014	360.00	10/14
	5164	DONERITE JANITORIAL SERV INC.	shampoo carpets at DPW building	2592	09/18/2014	136.00	10/14
	7396	AMERICAN POWER EQUIPMENT INC.	Trimmer/Brushcutter	11844	08/27/2014	399.95	10/14
						1,257.47	*
Total 622-509350						1,257.47	
Total WATER UTILITY FUND						13,418.33	
623-575740-245	REPAIR, MAINTENANCE GROUNDS						
	5070	INLAND LANDSCAPE GROUP, INC	Plant Bed Maintenance	2961	09/09/2014	340.00	10/14
623-575740-246	REPAIR MAINT. RUNWAY, TAXIWAY						
	5117	HUGHES ELECTRIC, INC	Repairs for runway lighting	11190	09/23/2014	390.00	10/14
623-575740-247	REPAIR, MAINTENANCE BUILDINGS						
	1568	LAFORCE	Door Paddle/Deadlatch Repair	832676 RI	09/11/2014	270.00	10/14
	3040	VORPAGEL SERVICE INC.	Vorpagel - Airport - AC leaking water	36008	09/17/2014	110.00	10/14
	5117	HUGHES ELECTRIC, INC	Repairs for Hangar & Office Lighting	11190	09/23/2014	410.00	10/14
						790.00	*
623-575740-265	Airport Fly-In						
	8142	BAISC	BAISC for May's Comm Liability - Annu	754	06/16/2014	525.00	10/14
623-575740-298	CONTRACT SERVICES						
	5538	MEISNER, GARY	GARY MEISNER AIRPORT CONTRAC	OCT 2014	10/02/2014	319.30	10/14
Total 623-575740						2,364.30	
Total AIRPORT FUND						2,364.30	
820-454590-000	PARK DEVELOPMENT						
	1506	SAA DESIGN GROUP	2549.01 Wehmhoff Jucker Park CA	2549.01 - 1	08/31/2014	1,343.06	10/14
Total CITY PARKS FUND						1,343.06	
Grand Total:						129,256.75	

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

Motion for Approval by: _____

Motion Seconded by: _____

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	34.72	.00	.00	34.72
Grand Totals: 1 Employees		.00	.00	.00	34.72	.00	.00	34.72

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		
100011135	DANIEL, MARVIN V	.00	.00	.00	199.92	62.00	140.00	401.92		
100041265	KRUSEMARK, JEREMY J.	.00	.00	.00	.00	30.00	.00	30.00		
100041419	BARROWS, MATTHEW M.	.00	.00	.00	.00	30.00	.00	30.00		
100041420	BAUMHARDT, MATTHEW R	.00	.00	.00	.00	88.00	.00	88.00		
Grand Totals:			4 Employees	.00	.00	.00	199.92	210.00	140.00	549.92



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

Common Council Item Number: 13 A	Date: October 7, 2014
Submitted By: Kevin Lahner, City Administrator	Subject: Resolution 4691(25) to consider approving an agreement with Central Racine County Board of Health for public health services.

Details:

As you are aware, Aurora announced earlier this year that it would no longer sponsor the Western Racine County Health Department which has been serving the nine communities in our area. As a result, the City engaged in talks with Racine County, our neighboring communities and the Central Racine County Health Department to develop a sustainable model to serve our needs as required by state law.

As a result, the nine communities previously served by the Western Racine Health Department agreed to contract with the Central Racine Health Department for all health department related services. There are two items the Common Council must consider in order to move forward with this service – The Agreement for Public Health Services between the Central Racine County Board of Health and the City of Burlington, and adoption of Chapter 176, the new public health ordinance.

The agreement would go into effect on January 1, 2015. In order to effectively manage our public health services, all the communities served by the Central Racine Health Department must adopt identical contracts and public health ordinances. This proposed ordinance repeals our current ordinance and replaces it with the uniform public health ordinance. Approving both the contract and new ordinance will allow Central Racine County Health officials to perform all the activities prescribed under the Agreement for Public Health Services.

Options & Alternatives: The Common Council has the option to retain or modify the current public health ordinance and deny the proposed contract. However, failure to adopt this ordinance and approve the proposed contract would make contracting with the Central Racine County Health Department unfeasible. The City would have to develop a different model to provide this service and the availability of firms that perform this service is extremely limited. Alternatively, the City would have to develop and fund a Public Health office.

Financial Remarks: The adoption of the ordinance does not have a financial implication. However, the cost of the proposed contract is \$6.98 per capita or \$73,366.78. This compares to 2014’s contract cost with the Western Racine County Health Department of approximately \$70,980.

Executive Action:

This item was discussed at the September 16, 2014 Committee of the Whole meeting and is scheduled for the October 7, 2014 Common Council meeting for consideration.

Resolution No. 4691(25)
Introduced by: Committee of the Whole

**A RESOLUTION APPROVING A TWO-YEAR AGREEMENT WITH
CENTRAL RACINE COUNTY BOARD OF HEALTH FOR PUBLIC HEALTH SERVICES**

WHEREAS, the City of Burlington is mandated by the State to provide certain public health services;
and,

WHEREAS, the City Council desires to provide these services with Central Racine County Board of Health, as outlined in the Agreement attached hereto and made a part of hereof as Attachment "A";
and,

WHEREAS, said agreement shall cover a two-year period extending from January 1, 2015 through December 31, 2017.

NOW, THEREFORE, BE IT RESOLVED by the Common Council of the City of Burlington, Racine County, State of Wisconsin, that the City of Burlington shall enter into an "Agreement to provide Public Health Services" as outlined in Attachment "A", with Central Racine County Board of Health.

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

BE IT FURTHER RESOLVED that the City Clerk is directed to send a copy of this resolution and the executed Agreement to Central Racine County Health Department, Attention Margaret Gesner, Health Officer, 10005 Northwestern Avenue, Suite A, Franksville, WI 53126.

Introduced: September 16, 2014
Adopted:

Robert Miller, Mayor

Attest:

Diahnn Halbach, City Clerk

**AGREEMENT FOR PUBLIC HEALTH SERVICES
BETWEEN THE CENTRAL RACINE COUNTY BOARD OF HEALTH
AND THE CITY OF BURLINGTON**

THIS AGREEMENT, is made and entered into as of the date last executed by any of the parties by and between the **CENTRAL RACINE COUNTY BOARD OF HEALTH** (“Board of Health”), the governing Board for a multijurisdictional health department established under Wisconsin law, with offices at 10005 Northwestern Avenue, Franksville, Wisconsin 53126, and the **CITY OF BURLINGTON** (“Municipality”), a municipal body established under Wisconsin law with offices at 300 N. Pine Street, Burlington, Wisconsin 53105. As used herein, the term “parties” shall collectively mean the Health Department and Municipality.

WHEREAS, Caledonia, Mount Pleasant, Sturtevant and North Bay are villages located in Racine County which entered into a 2010 intermunicipal agreement for a joint board of health and joint health department (hereinafter referred to as the “Central Racine County Board of Health” or “Board of Health” and the “Central Racine County Health Department” or “Health Department”) pursuant to Wis. Stat. Sections 66.0301, 251.02(3r) and 251.09 which provide for the establishment, governance, financing and management of a joint local board of health and joint local health department to provide health services; and

WHEREAS, the intermunicipal agreement was amended in 2013 to, among other things, provide authority to the Board of Health to enter into contracts with other municipalities to provide public health services (“Intermunicipal Agreement”); and

WHEREAS, the Municipality desires to contract with the Board of Health for the provision of the public health services described below and under the terms and conditions provided herein; and

WHEREAS, the Board of Health is willing to provide the Municipality with the public health services described below under the terms and conditions provided herein.

NOW, THEREFORE, in consideration of the mutual provisions of this Agreement and other good and valuable consideration, the receipt and adequacy of which are hereby acknowledged by each of the parties, and pursuant to Wis. Stat. Sections 66.0301, 251.09 and 251.02(3r), the parties agree as follows:

1. Term. The initial term of this Agreement shall commence on January 1, 2015 and end on December 31, 2017. The term of this Agreement shall automatically renew for successive one-year periods unless and until either party provides the other party with a written notice of termination at least one year prior to the commencement of the fiscal year at which the withdrawal takes effect. The initial term of this Agreement and all renewal terms shall be collectively referred to herein as the “term”.

2. Designation of Local Board of Health, Local Health Department and Local Health Officer. The Joint Local Board of Health created by the Intermunicipal Agreement is established as the joint local board of health of the Municipality pursuant to Wis. Stat. Section 251.02(3r). The Central Racine County Health Department established pursuant to the Intermunicipal Agreement is hereby designated and established as the local health department of the Municipality pursuant to Wis. Stat. Section 251.02(3r). The local health officer, designated as the Health Officer/Director of Public Health, and provided for in the Intermunicipal Agreement is hereby designated as the local health officer for the Municipality. Attached as **Exhibit A** and incorporated herein by reference is a copy of the 2013 Intermunicipal Agreement.

3. Public Health Services To Be Provided. The Health Department shall provide the Municipality with the following public health services.

(a) The Health Department shall provide the Municipality with the same Level II public health services that are provided by the Health Department to the residents of the Villages of Caledonia, Mt. Pleasant, Sturtevant, North Bay and Union Grove and the Town of Waterford (“Member Municipalities”) as set forth in Exhibit A, and that are required by the Wisconsin State Statutes and Administrative Code. Said Level II public health programs and services shall include: communicable disease surveillance, generalized public health nursing program, health promotion, disease prevention, human health hazard prevention and control, and agent status services. Additional programs and services may include but are not limited to: childhood immunizations; population-based childhood immunization programs; TB skin tests, limited adult immunizations, maternal child health programs; prenatal and postpartum home visitation programs; lead investigations and follow-ups; injury prevention, child death review, and fetal infant mortality review; health education; collaborations and coalitions; radon and well water testing; rabies control; and emergency preparedness.

(b) The Health Department has been granted agent status by the State of Wisconsin, under Wis. Stat. Sections 254.69 and 97.41, to provide sanitarian/environmental health services. In addition, the Department of Natural Resources (“DNR”) has contractually designated the Health Department as an agent of the DNR with the authority described in Wis. Stat. Section 281.97. The Health Department shall serve as an agent of the State of Wisconsin for purposes of providing sanitarian/environmental health services to the Municipality that are in accordance with the Wisconsin Statutes and Administrative Code. The sanitarian/environmental agent health services (“Agent Services”) that the Health Department shall provide to the Municipality shall include providing all licenses and inspections for retail food establishments; restaurants; temporary food events; public swimming pools and water attractions; tattoo and body piercing establishments; recreational and educational camps; campgrounds, hotels, motels, tourist rooming houses, bed and breakfast establishments; food vending operations; and, sampling and inspections of transient noncommunity water systems.

(i) The Health Department shall charge and collect fees from the establishments and other persons and entities that are the recipient of the Agent Services. Said fees shall be in accordance with the fee schedule for Agent Services as adopted from time to time by Board of Health. A copy of the current fee schedule is attached hereto as Exhibit B and incorporated herein.

(ii) Any additional funding received by the Health Department for the Agent Services from grants, special programming or foundations will be used according to requirements or criteria established by the entity that provided the funding to the Health Department.

4. Public Health Grant and Contract Monies. All public health grant and contract monies allocated for the Municipality during the term of this Agreement shall be paid to the Health Department to assist the Health Department in providing the Municipality with public health services.

5. Financing. The Municipality shall share all the costs of the Health Department based on per capita financing, and shall pay the Health Department for its share of said costs in the manner set forth in the Intermunicipal Agreement (See Exhibit A). The Municipality's share of the costs of the Health Department shall be all-inclusive, provided, however, that if the Health Department issues an order of isolation, quarantine or otherwise restricts a person to a separate place due to a communicable disease, and if such order or restriction applies to a person who is a resident of the Municipality, the Municipality shall pay the Health Department for all costs associated with such order or restriction that are listed under Wis. Stat. Sections 252.06(10)(b). Further, adult influenza vaccinations for Municipal employees and Board members may be available for additional charge as set by Board of Health. The Health Department shall notify the Municipality of any proposed changes in charges or services by September 30 of each year that this Agreement is in effect.

6. Payments. Invoices for the amount due the Health Department from the Municipality for the Municipality's share of the costs of the Health Department during every year of the term of this Agreement shall be submitted to the Municipality by the fiscal agent on a semi-annual basis. Invoices for the amount due the Health Department from the Municipality for costs associated with an order or restriction described above in Section 5 shall also be submitted to the Municipality. The Municipality agrees to make payments to the fiscal agent of the amounts it owes the Health Department hereunder within thirty (30) days after receipt of each invoice from the Health Department.

(a) Any payment not made when due and which remains unpaid for a period of thirty (30) days after written notice of nonpayment is provided by the Health Department to the Municipality shall bear interest from the due date until paid at the rate of ten percent (10%) per year. If the Municipality fails to make payment when due and such failure continues for thirty (30) days after said written notice, the Board of Health may terminate this Agreement by providing a

written notice of termination to the Municipality. The Board of Health also may pursue any other remedies available to it resulting from Municipality's failure to make any payment due hereunder.

(b) All payments made and grant funding assigned hereunder by the Municipality to the Health Department shall upon receipt thereof by the Health Department become the property of the Health Department and non-refundable.

7. Status of Health Department. The Health Department shall at all times during the term of this Agreement be an independent contractor of the Municipality. The Municipality's payments to the Health Department shall not deduct any amount for federal or state income taxes, FICA, FUTA, state unemployment taxes or any other payroll taxes.

8. Recommendations of Health Department. The Health Department may make recommendations to the Municipality concerning the provision of public health services, or the nature and extent thereof. The Municipality agrees to promptly follow any such recommendations, and further agrees that it shall be responsible for all consequences arising from failing to follow such recommendations.

9. Indemnification. To the extent not covered by the insurance coverage of the Health Department, and to the extent covered by the insurance coverage of the Municipality, and subject to the limitations below, the Municipality agrees to indemnify, defend, and hold harmless the Health Department, Board of Health, and the Member Municipalities from and against all claims and liabilities which the Health Department, Board of Health and/or the Member Municipalities may incur by reason of the Health Department's or Municipality's negligence arising from or in connection with their respective obligations under this Agreement. Nothing in this Section 9 is intended, nor shall be construed, to be a waiver by any of the parties of any of the provisions of Wis. Stat. Sections 893.80, 895.52, and 345.05, or any other laws protecting municipalities, or constitute an agreement to pay any form or type of damage not otherwise payable. Furthermore, no terms, conditions or provisions of this Agreement are intended to, nor shall be interpreted in any manner that would, give any third party more rights of recovery than allowed under Wisconsin law against any single municipality, even though the Health Department is jointly operated by the Member Municipalities. The Board of Health and Health Department shall be added as additional insureds under the Municipality's general liability policy.

10. Ordinance Adoption. The Municipality agrees to adopt the joint "Health Department" ordinance currently adopted by the Member Municipalities by December 31, 2014, and shall thereafter during the term of this Agreement adopt any amendments to the said ordinance that are adopted by the Member Municipalities.

11. Privacy Requirements. All Health Department staff performing public services under this Agreement shall maintain the confidentiality of patient communications and records as required by the Health Insurance Portability and

Accountability Act of 1996 (HIPPA). The Municipality may not compel the Health Department Staff to reveal confidential communications or privileged medical information in violation of the law.

12. Applicability of Intermunicipal Agreement. Except as otherwise provided in this Agreement, this Agreement shall be subject to and the Board of Health and Municipality shall act in accordance with, the terms, conditions and provisions of the Intermunicipal Agreement. To the extent that any terms, conditions and provisions of the Intermunicipal Agreement conflict with any terms, conditions and provisions of this Agreement, the terms, conditions and provisions of the Intermunicipal Agreement shall control.

13. Amendments. Except as otherwise provided in this Agreement, no amendment or modification of this Agreement shall be valid unless in writing and signed by the Board of Health, and Municipality.

14. Notices. Any notice, demand or communication required, permitted or desired to be given hereunder shall be in writing and shall be deemed effectively given when personally delivered or mailed by prepaid certified mail, return receipt requested, addressed as follows:

CITY OF BURLINGTON
Attn: City Clerk
300 N. Pine Street
Burlington, WI 53105

HEALTH DEPARTMENT
Central Racine County Health Department
Attn: Margaret Gesner, Health Officer
10005 Northwestern Ave. Suite A
Franksville, WI 53126

A party may change its above address or contact person from time to time by providing the other party with written notice of the change.

15. Miscellaneous. This Agreement has been executed and delivered in, and shall be interpreted, construed and enforced pursuant to and in accordance with the laws of, the State of Wisconsin. The parties agree that venue and jurisdiction for any claims arising from this Agreement shall be in the Circuit Court of Racine County, Wisconsin. The waiver of a breach or violation of any provision of this Agreement shall not operate as or be construed to be a waiver of any subsequent breach.

IN WITNESS WHEREOF, the parties hereto have caused this Agreement to be executed on the dates indicated below.

Dated this ____ day of _____, 2014.

Central Racine County Board of Health

By: _____
Frances Petrick, Chairperson

By: _____
Margaret Gesner, Health Officer

Dated this ____ day of _____, 2014.

City of Burlington

By: _____
Robert Miller
Mayor

Attest: _____
Diahnn Halbach
City Clerk

Exhibit A

06/11/13

AGREEMENT

THIS AGREEMENT is made and entered into as of the date last executed by any of the parties, among the VILLAGE OF CALEDONIA, a municipal body (hereinafter referred to as "Caledonia"), VILLAGE OF MOUNT PLEASANT, a municipal body (hereinafter referred to as "Mount Pleasant"), VILLAGE OF STURTEVANT, a municipal body (hereinafter referred to as "Sturtevant"), and VILLAGE OF NORTH BAY, a municipal body (hereinafter referred to as "North Bay").

RECITALS

WHEREAS, Caledonia, Mount Pleasant, Sturtevant and North Bay are villages located in Racine County which entered into a 2010 Intermunicipal Agreement for a joint board of health and joint health department (hereinafter referred to as the "Central Racine County Board of Health" and the "Central Racine County Health Department") pursuant to Wis. Stat. Sections 66.0301, 252.02(3r) and 251.09 which provide for the establishment, governance, financing and management of a joint local board of health and joint local health department to provide health services; and

WHEREAS, The Village of Union Grove ("Union Grove") and Town of Waterford ("Waterford") contracted with the Central Racine County Health Department ("CRCHD") in 2012 and 2013, respectively, for the provision of public health services and are utilizing the Board of Health for CRCHD ("Board of Health") as their designated Board of Health during the terms of their respective Agreements; and

WHEREAS, the parties would like to amend the Intermunicipal Agreement to provide for representation on the Board of Health for Union Grove, Waterford and other municipalities that may enter into the Intermunicipal Agreement with the villages of Caledonia, Mt. Pleasant, Sturtevant and North Bay in the future;

WHEREAS, the parties would like to amend the Intermunicipal Agreement to denote that municipalities which contract for public health services with CRCHD ("Contract Municipalities") no longer have a local Board of Health but rather utilize the "Board of Health" as their designated Board of Health during the terms of their respective Agreements;

NOW, THEREFORE, for and in consideration of the mutual covenants herein set forth, the parties agree as follows:

1. **Authority.** This Agreement is entered into pursuant to the authority set forth in Wis. Stat. Sections 66.0301, 251.09, and 251.02(3r).

2. **Creation of Joint Local Board of Health and Joint Local Health Department.** Caledonia, Mount Pleasant, Sturtevant and North Bay (the "Member Municipalities") agree to create a joint local board of health to exercise the powers and perform the duties of a local board of health in each of the municipalities. Caledonia, Mount Pleasant, Sturtevant and North Bay hereby create a joint local health department, per Wis. Stat. Section 251.02(3r), that shall be designated "Central Racine County Health Department" ("hereinafter referred to as "Health Department").
 - a. Members. Pursuant to Wis. Stat. Section 251.03(4r), the parties determine that the Board of Health shall be made up of the following members:
 - i. Medical Advisor (1), appointed and confirmed by Board of Health
 - ii. Health Officer (1), appointed and confirmed by Board of Health
 - iii. Mount Pleasant Trustee (1), appointed by the Village President
 - iv. Caledonia Trustee (1), appointed by the Village President
 - v. North Bay Trustee or citizen (1), appointed by the Village President
 - vi. Sturtevant Trustee, employee or citizen (1), appointed by the Village President
 - vii. Mount Pleasant citizen, preferably a registered nurse (1), appointed by the Village President
 - viii. Caledonia citizen, preferably a registered nurse (1), appointed by the Village President
 - ix. Citizen member-at-large (1), appointed by Health Officer, confirmed by Board of Health
 - x. A trustee/supervisor, employee or citizen appointed from each additional Member Municipality to serve during the term of its Agreement.

The Board of Health shall elect a chairperson, vice-chairperson and secretary.

- b. Powers and Duties. The Board of Health shall constitute the policy-making body for the Health Department, and shall exercise authority over financial and personnel matters, as set forth below. The Board of Health shall be responsible for operating and maintaining at least a Level II Health Department to jointly serve the Member Municipalities and Contract Municipalities, and is established as the joint local board of health of the

Member Municipalities and Contract Municipalities pursuant to Wis. Stat. § 251.02(3r). The Board of Health shall have the powers and perform such duties as are prescribed in Wis. Stat. Sections 251.04 and 251.05, except as otherwise specifically provided in this agreement or in joint ordinances adopted by the Member Municipalities, and Contract Municipalities. The Board of Health is authorized to enter into agreements to provide public health services to Contract Municipalities provided such municipalities are required to share in the costs of the Health Department on the same per capita basis as set forth in this Agreement. The Board of Health is further authorized to add additional Member Municipalities by joint resolution of the Board of Health and a requesting municipality that incorporates the terms and conditions of this intermunicipal agreement, and that further requires adoption of the Joint Health Department Ordinance governing the municipalities. The addition of Member Municipalities shall require a favorable vote of two-thirds (2/3) of the entire membership of the Board of Health.

- c. Budget and Financial Oversight. The Board of Health shall annually develop and adopt a budget. Each Member Municipality shall be responsible for its share of the budget, in accordance with the methodology as set forth below. Each Contract Municipality shall be responsible for its share of the budget, in accordance with the methodology as set forth below and as stated in each Contract Municipality's agreement with the Board of Health. By September 1st of each year, the Board of Health shall forward a copy of its adopted budget to each Member Municipality. Any increase in the levy portion of the budget exceeding the average percentage of net new growth of Member Municipalities shall require the approval of the majority of Member Municipalities. In the event that the levy limit methodology set forth in Chapter 66 of the Wisconsin Statutes is amended, any increase in the levy portion of the budget shall be consistent with the new statutory methodology. At year end, any unspent portion of the approved budget shall go to the Health Department's fund balance. The Board of Health shall have the authority to approve capital expenditures less than \$25,000 if using monies in the current fund balance. For capital expenditures of \$25,000 or more, or where a capital expenditure requires additional funding from the Villages, the approval of the majority of Member Municipalities shall be required. Funding for additional personnel, that is not otherwise covered by grant or non-levy funding, shall require the approval of the majority of Member Municipalities.
- d. Fiscal Agent. The Village of Caledonia shall be the fiscal agent for the Health Department. Responsibilities include assistance with budget preparation, processing of purchase orders, payroll, employee benefits administration, compliance with State and Federal employment-related

standards, and procurement of insurance policies, including comprehensive general liability coverage, bodily injury coverage, property damage coverage, auto coverage, health insurance, and worker's compensation coverage. Annually in the budget process, an appropriation shall be made to the Fiscal Agent of no less than 0.75% and not to exceed 1% of Health Department levy and grant revenues. (Grant revenues that do not include this appropriation as an allowable cost will not be subject to the appropriation.) The Health Department will make payments to the Fiscal Agent on a quarterly basis.

- e. Financing. The Member Municipalities shall share all the costs of the Health Department based on per capita financing (using the Wisconsin Department of Administration's ("DOA") most recent population estimate for each municipality). The Department of Correction population will not be counted as part of the Village of Sturtevant population estimate. Contract Municipalities are required to share in the costs of the Health Department on the same per capita basis as set forth in this Agreement and in the agreements with said municipalities. On or before January 15 of each year during the term of this agreement, the Member Municipalities and Contract Municipalities shall forward to Caledonia at least half their respective shares of the operating budget for that year. On or before July 15 of each year during the term of this agreement, the Member Municipalities and Contract Municipalities shall forward to Caledonia the second half of their respective shares of the operating budget for that year.

- f. Personnel. Subject to the appropriations in the budget, the Board of Health shall have authority to employ and determine the compensation of such personnel for the Health Department, and may employ the services and fix the compensation of such other agents or consultants as the Board of Health deems necessary or convenient for the operation and management of the Health Department. The Board of Health and the Health Officer shall have the authority to terminate the employment of such personnel as set forth below, subject to any applicable laws, rules, regulations and agreements with respect to the same. All personnel will be considered as employees of Caledonia for reporting purposes, and shall operate under and be subject to the Caledonia Personnel Policy Manual, unless otherwise stated below. To meet this standard:
 - i. The Health Officer shall be appointed by the Board of Health pursuant to Wis. Stat. Section 251.06(4)(c). The Health Officer shall meet the qualifications set forth in Wis. Stat. Section 251.06.

- ii. The Health Officer shall report to the Board of Health, which shall be responsible for performing evaluations of the Health Officer on a schedule to be determined by it.
 - iii. The Board of Health shall be responsible for all employment decisions pertaining to the Health Officer.
 - iv. The Board of Health shall approve all Health Department hires. Per Wis. Stat. Section 254.04(8), the Board of Health shall employ qualified public health professionals. The Health Officer, as an employee of and manager for the Village of Caledonia and per Wis. Stat. Section 251.06(3)(e), shall appoint all necessary subordinate personnel, ensure they meet appropriate qualifications, and have supervisory authority over all subordinate personnel. When possible, a Board of Health member shall be part of the interview panel for new hires.
 - v. Board of Health members shall be indemnified and held harmless by the Member Municipalities and Contract Municipalities for actions taken within the scope of their responsibilities. Board of Health members shall be covered by a Public Officials/Governmental Entity Policy. In addition, the Board of Health and Health Department shall be added as additional insureds on each municipality's general liability policy.
 - vi. With approval of the Board of Health, the Health Officer may discipline, suspend and terminate staff. All written discipline shall be reviewed by the Board of Health Personnel Committee. All suspensions and terminations shall be reviewed by the Board of Health Personnel Committee and approved by the Board of Health.
 - vii. Complaints and Grievances. The Board of Health shall work with the Village of Caledonia to ensure that its employment-related policies and procedures are consistent with applicable Personnel Manual (and collective bargaining agreements if applicable).
3. **Operations.** The Board of Health shall have authority to enter into contracts as are necessary or convenient for the management and operation of the Health Department, provided, however that funding has been included as part of the approved budget. All employment contracts and contracts involving expenditures of \$25,000 or more shall be reviewed by the Board of Health attorney prior to signing. All operations of the Health Department shall be conducted in accordance with the requirement and standards of the applicable statutes,

ordinances, orders, rules and regulations. The Board of Health shall be responsible to see that all required reports are filed and submitted as required.

4. **Creation of Joint Local Board of Health and Joint Local Health Term.** This agreement shall be effective January 1, 2013 and continue in force and effect for an indefinite term, subject to being terminated by any Member Municipality as of the end of the calendar year upon two year's written notice served upon the other Member Municipalities.
5. **Notices.** Any notice hereunder may be given by personal service as provided for services of a summons upon a Village for by certified or registered mail addressed as follows:

Village of Caledonia:	Village Clerk 6922 Nicholson Road Caledonia, WI 53108
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Village of Mount Pleasant:	Village Clerk 8811 Campus Drive Mount Pleasant, WI 53406
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Village of Sturtevant:	Village Clerk 2801 89 th St Sturtevant, WI 53177
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Village of North Bay:	Village Clerk 3615 Hennepin Racine, WI 53402
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The above addresses or contact persons may be changed from time to time by written notice given to the other parties hereto.

6. **Liabilities.** It is the intent of the parties hereto that except as otherwise herein provided, the liabilities of the Health Department operation, including any early termination lease penalties, be shared on a per capita basis by each Member Municipality and Contract Municipality. It is agreed that to the extent that there are any liabilities in connection with the operation of the Health Department which are not covered by insurance or otherwise, such liabilities shall be shared on a per capita basis by each Member Municipality and Contract Municipality.
7. **Amendments.** This agreement may be amended from time to time by written agreement of the parties.

8. **Counterparts.** This Agreement may be executed in two or more counterparts, each of which shall be deemed an original but all of which together shall constitute the same instrument.
9. **Merger and Integration.** This Agreement contains the entire agreement of the parties, and supersedes all prior negotiations, agreements and understandings with respect thereto.

IN WITNESS WHEREOF, the parties hereto have caused this agreement to be executed on the dates indicated below.

Dated this ____ day of _____, 2013.

VILLAGE OF CALEDONIA

By: _____
President

Attest: _____
Clerk

Dated this ____ day of _____, 2013.

VILLAGE OF MOUNT PLEASANT

By: _____
President

Attest: _____
Clerk

Dated this ____ day of _____, 2013.

VILLAGE OF STURTEVANT

By: _____
President

Attest: _____
Clerk

Dated this ____ day of _____, 2013.

VILLAGE OF NORTH BAY

By: _____
President

Attest: _____
Clerk

Exhibit B
2014 Environmental Health Fees

Permit Category	Permit Fee	Preinspection Fee	1 st Reinspection Fee	2 nd and Subsequent Reinspection Fee
Pre-Packaged Restaurant	\$165	\$130	\$100	\$200
Low Complexity Restaurant	\$265	\$320	\$100	\$200
Moderate Complexity Restaurant	\$455	\$475	\$205	\$400
High Complexity Restaurant	\$610	\$780	\$310	\$600
Mobile Restaurant	Same as restaurant depending upon complexity			
Mobile Restaurant Base w/ food preparation	Same as restaurant depending upon complexity			
Mobile Restaurant Base w/out food preparation	\$165	\$130	\$100	\$200
Temporary Restaurant	\$75 1-3 days	n/a	n/a	n/a
	\$175 4+ days			
Temporary Restaurant operated by a non-profit group serving 4 or more days/year	\$175	n/a	n/a	n/a
Temporary Restaurant/Retail Food Establishment operated by a non-profit group for 1-3 days/year	\$0	n/a	n/a	n/a
Youth Sports Concession Stand	\$0	n/a	n/a	n/a
Special Organization Serving Meals (4-12 events per year at one location)	\$160	n/a	n/a	n/a
Mobile Food Estab. w/ license from DHS, DATCP or other jurisdiction	\$25	n/a	n/a	n/a
Additional Restaurant Area	\$100	n/a	n/a	n/a
DPI School- Production Kitchen	\$420	n/a	n/a	n/a
DPI School- Reheat Only	\$160	n/a	n/a	n/a
Retail Food w/ Annual Sales > \$1,000,000 processing PHF	\$880	\$600	\$515	\$500
Retail Food w/ Annual Sales > \$25,000 < \$1,000,000 processing PHF	\$455	\$400	\$200	\$200
Retail Food w/ Annual Sales > \$25,000 w/ processing but no PHF	\$310	\$200	\$200	\$200
Retail Food w/ Annual Sales < \$25,000 processing PHF	\$165	\$150	\$100	\$100
Retail Food w/ Annual Sales < \$25,000 w/ processing but no PHF	\$165	\$150	\$100	\$100
Retail Food w/out processing	\$105	\$100	\$100	\$100
Temporary Retail Food w/ processing (per event)	\$75	n/a	n/a	n/a
Temporary Retail Food w/ processing operated by a non-profit group serving 4 or more days/year (per event)	\$75	n/a	n/a	n/a
Temporary Retail Food w/out processing (per event)	\$50	n/a	n/a	n/a
Temporary Retail Food w/out processing operated by a non-profit group serving 4 or more days/year	\$50	n/a	n/a	n/a
Sanitation Permit	\$125	\$150	\$100	\$200
Operating Food Establishment w/out permit (plus PI and permit fees)	\$750	n/a	n/a	n/a
Operating w/out Certified Restaurant Manager when required	\$150	n/a	n/a	n/a
Bed and Breakfast Establishment	\$150	\$300	\$130	\$170

2014 Environmental Health Fees

Permit Category	Permit Fee	Preinspection Fee	1 st Reinspection Fee	2 nd and Subsequent Reinspection Fee
Operating B&B Establishment w/out permit (plus PI and permit fees)	\$750	n/a	n/a	n/a
Tourist Rooming House	\$155	\$300	\$100	\$200
Hotel/Motel 5-30 rooms	\$240	\$480	\$100	\$200
Hotel/Motel 31-99 rooms	\$375	\$665	\$200	\$400
Hotel/Motel 100-199 rooms	\$500	\$795	\$200	\$400
Hotel/Motel 200+ rooms	\$600	\$1,185	\$310	\$600
Operating Hotel/Motel/Tourist Rooming House w/out permit (+ PI & permit fees)	\$750	n/a	n/a	n/a
Campground 1-25 sites	\$235	\$380	\$100	\$200
Campground 26-50 sites	\$290	\$565	\$100	\$200
Campground 51-100 sites	\$345	\$700	\$200	\$400
Campground 101-199 sites	\$400	\$830	\$200	\$400
Campground 200+ sites	\$465	\$965	\$310	\$600
Special Event Campground 1-25 sites	\$235	n/a	n/a	n/a
Special Event Campground 26-50 sites	\$285	n/a	n/a	n/a
Special Event Campground 51-100 sites	\$335	n/a	n/a	n/a
Special Event Campground 101-199 sites	\$385	n/a	n/a	n/a
Special Event Campground 200+ sites	\$445	n/a	n/a	n/a
Recreational or Educational Campground	\$600	\$1,200	\$300	\$600
Operating Campground w/out permit (plus PI and permit fees)	\$750	n/a	n/a	\$0
Pool	\$315	\$205	\$200	\$300
Water Attraction	\$365	\$310	\$200	\$300
Water Attraction with up to 2 pool slides or water slides per basin	\$425	\$360	\$200	\$300
Additional Pool Slide or Water Slide per basin	\$100	\$150	\$100	\$200
Operating Pool or Water Attraction w/out permit (plus PI and permit fees)	\$750	n/a	n/a	n/a
Tattoo Establishment	\$170	\$260	\$100	\$200
Body Piercing Establishment	\$170	\$260	\$100	\$200
Combined Tattooing and Body Piercing Establishment	\$265	\$410	\$200	\$400
Temporary Tattoo and/or Body Piercing Establishment	\$100	n/a	n/a	n/a
Tattooist or Body Piercer operating w/out Practitioner's License	\$150	n/a	n/a	n/a
Operating Tattoo and/or Body Piercing Establishment w/out permit (plus PI and permit fees)	\$750	n/a	n/a	n/a
Late Fee for any fees not paid by due date.	\$125	n/a	n/a	n/a
Vending Machine Commissary	\$280	\$675	\$200	\$400
Vending Machine Commissary – Storage	\$215	\$515	\$200	\$400
Vending Machine Operator	\$125	n/a	n/a	n/a
Vending Machine Permit (per machine)	\$10	n/a	n/a	n/a
Operating Vending Machine Commissary w/out permit (plus PI and permit fees)	\$750	n/a	n/a	n/a

2014 Environmental Health Fees

Permit Category	Permit Fee	Preinspection Fee	1 st Reinspection Fee	2 nd and Subsequent Reinspection Fee
Duplicate Permit	\$15	n/a	n/a	n/a
Property maintenance 1 st reinspection fee	\$100	n/a	n/a	n/a
Property maintenance 2 nd reinspection fee	\$200	n/a	n/a	n/a
Property maintenance 3 rd or more reinspection fee	\$400	n/a	n/a	n/a
EH fee-for-service rate per hour	\$75	n/a	n/a	n/a
DNR well testing	\$40	n/a	n/a	n/a



CITY OF BURLINGTON

Department of Public Works

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

Common Council Item Number: 13 B	Date: October 7, 2014
Submitted By: Craig Workman Public Works Director	Subject: Resolution 4693(27) accepting the public improvements for Addition 1 to The Glen at Stonegate Subdivision.

Details:

As part of the Developer's Agreement for the Glen at Stonegate Addition 1 Subdivision, the developer agreed to construct a variety of improvements which would be dedicated to the public upon completion of the project. These improvements included the construction of roadways, sidewalks, storm sewers, sanitary sewers, and watermains. This also included the installation of street trees. These improvements have now been completed and inspected by the City Engineer. With the exception of the street trees, some of which remain to be planted, it is recommended by the City Engineer that these improvements be accepted and the Irrevocable Letter of Credit be reduced to \$0. This recommendation is contingent upon the receipt of a cash deposit of \$14,141 for trees which have not been planted yet. These trees exist on undeveloped lots and will be installed upon occupancy of the home so that they are planted in the correct location, and have property owners present to maintain the trees.

City staff has reviewed this project and concurs with this recommendation.

Options & Alternatives:

The Common Council could choose to install the remaining 53 street trees shown on the plan, however there is a high likelihood that they will not survive, or will require replacement/relocation due to future construction.

Financial Remarks:

This will reduce the existing Irrevocable Letter of Credit from \$1,322,845 upon receipt of a cash deposit of \$14,141 for unplanted trees.

Executive Action:

This item was discussed at the September 16, 2014 Committee of the Whole meeting and is scheduled for the October 7, 2014 Common Council meeting for consideration.

Resolution No. 4693(27)
Introduced by: Committee of the Whole

**A RESOLUTION APPROVING A REDUCTION IN THE IRREVOCABLE STANDBY
LETTER OF CREDIT FOR THE PUBLIC INFRASTRUCTURE IMPROVEMENTS FOR
THE GLEN AT STONEGATE SUBDIVISION, ADDITION ONE**

WHEREAS, the City of Burlington adopted Resolution Number 4034(22) approving the Development Agreement for the Glen at Stonegate Subdivision, Addition One; and,

WHEREAS, said Development Agreement required the construction of the public infrastructure by the developer; and,

WHEREAS, the public infrastructure has been recommended for acceptance by the City Engineer's office per a memo dated September 10, 2014 by Mike Timmers, Kapur and Associates, Inc., attached hereto as Attachment "A"; and,

WHEREAS, BMO Harris Bank, owner of the Glen at Stonegate Subdivision, Addition One, has expressed desire to provide a deposit in the amount of \$14,141 to the City of Burlington to install required street trees with future development; and,

WHEREAS, the City Engineer has recommended a reduction in the Letter of Credit for The Glen at Stonegate subdivision, Addition One, to zero dollars upon receipt of a cash deposit of \$14,141 for unplanted street trees.

NOW, THEREFORE, BE IT FURTHER RESOLVED by the Common Council of the City of Burlington that BMO Harris Bank is authorized to reduce the Standby Letter of Credit Number HACH381654OS to USD \$0 upon the City of Burlington's receipt of a cash deposit in the amount of \$14,141 for installation of street trees with future development.

Introduced: September 16, 2014
Adopted:

Robert Miller, Mayor

Attest:

Diahnn Halbach, City Clerk

MEMORANDUM TO THE CITY OF BURLINGTON

To: Craig Workman
From: Mike Timmers
CC: Judy Gerulat, Kevin Lahner, Ryan Cardinal, Tom Foht
Date: September 10, 2014
Re: Glen at Stonegate, Addition No. 1 – Approval Recommendation

The asphalt pavement and the remaining punchlist items have been completed in the Glen at Stonegate subdivision. Binder course (lower layer) asphalt has been patched in Addition No. 1, along with the surface course (final, upper layer) asphalt. Curb & Gutter repairs and sidewalk gaps have been completed in Addition No. 1. Sidewalk gaps were also completed in the original development (Phase 1).

The sanitary sewer, water main, and fire hydrants, within the public rights of way, have been installed, tested, and approved pursuant to State of Wisconsin and City of Burlington standards and approved construction documents for the above listed project. This includes the installation of the water main that loops the water main within the development. Inspection and testing of utility installation has been completed and asbuilt drawings have been received.

The contractor has acceptably completed the work.

It is our recommendation that the public improvements be accepted as public infrastructure. It is my understanding that an agreement has been worked out with the City and the Developer to change the original plan as it pertains to the placement of trees in the City's Right of Way within this subdivision.

If you have any questions or comments, please feel free to contact me!

Stonegate Tree/Shrub List

As of 9/10/2014

<u>Common Name</u>	<u>Quantity Spec'd</u>	<u>Quantity Planted</u>	<u>Property Owner Quantity Remaining</u>	<u>Developer Quantity Remaining</u>	<u>Material Cost</u>	<u>Installation Cost</u>	<u>Total Cost</u>
AUTUMN BLAZE PEAR	3	1	0	2	\$195	\$100	\$590
BLACK HILLS SPRUCE	5	5	0	0	\$145	\$100	\$0
REDMOND LINDEN	34	3	9	22	\$160	\$100	\$5,720
RED MAPLE	37	10	0	27	\$185	\$100	\$7,695
DOWNY SERVICEBERRY	14	14	0	0	\$100	\$75	\$0
FRAGRANT SUMAC	6	6	0	0	\$24	\$50	\$0
REDOSIER DOGWOOD	8	6	0	2	\$18	\$50	\$136
<u>Total Developer Amount Due:</u>							\$14,141



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

Common Council Item Number: 13 C	Date: October 7, 2014
Submitted By: Kevin M. Lahner, City Administrator, Steven J. DeQuaker, City Treasurer	Subject: Resolution 4694(28) to consider approving the purchase of a Sport Utility Vehicle for the Building Inspector in the not-to-exceed amount of \$15,000 plus title and license fees.

Details:

Per the request of the Common Council at the September 2, 2014 Council meeting, staff researched used Sport Utility Vehicles (SUV) to purchase for the Building Inspection Department. The Building Inspector is currently driving a white 2003 Ford Crown Victoria which was a former PD Squad Car taken out of service. The automobile currently has 120,400 miles on it and is showing its 11 year age. The vehicle is also starting to need more major repairs. While the vehicle is in drivable condition, estimates for repairs are approximately \$3,000.

Based on specific criteria, including being a small SUV, the age of the vehicle to be no older than 2012, miles under 40,000, all-wheel drive if possible, and price, several vehicles were found in the Southeastern Wisconsin area priced around \$15,000.

Staff recommends approval of the not-to-exceed amount of \$15,000 to allow staff to purchase the most cost effective and reliable vehicle for the Building Inspection Department without returning to the Council with a specific make or model. There will also be a small credit for the trade-in of the Crown Victoria.

Options & Alternatives:

An alternative would be not to replace this vehicle and continue to use it until it ceases to function. In doing so, there is always a pending risk of major and expensive vehicle repair work. Another vehicle type could also be chosen.

Financial Remarks:

This item would be paid for from the Equipment Replacement Fund. When the 2003 Crown Victoria was taken out of service from the PD and put into service by the Building Inspector a small amount of dollars was put away each year, plus the original cost to replace. This fund is just over \$25,000 now on this replacement in the fund.

Executive Action:

This item was discussed at the September 16, 2014 Committee of the Whole meeting and scheduled for the October 7, 2014 Common Council meeting for consideration.

Resolution No. 4694(28)
Introduced by: Committee of the Whole

**A RESOLUTION APPROVING THE PURCHASE OF A
SPORT UTILITY VEHICLE (SUV) FOR THE BUILDING INSPECTION
DEPARTMENT OF THE CITY OF BURLINGTON FOR THE NOT-TO-EXCEED
AMOUNT OF \$15,000 PLUS TITLE, AND LICENSE FEES**

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

WHEREAS, the Purchasing Policy requires that all non-construction related Budget Items requiring expenditures of \$15,000 or more to be reviewed and pre-approved by the Common Council; and,

WHEREAS, the Council may direct, at its discretion, that the item is to be bid in the same manner as construction contracts, or that it is to be combined with or included in another governmental bid, but shall not be required to do so; and,

WHEREAS, the Building Department desires to replace a 2003 Ford Crown Victoria with funds available in the Equipment Replacement fund; and,

WHEREAS, the purchase a Sport Utility Vehicle (SUV) for the not-to-exceed amount of \$15,000 plus title and license fees has been recommended by the City Administrator and Treasurer.

NOW, THEREFORE, BE IT RESOLVED by the Common Council of the City of Burlington that purchase of the aforementioned vehicle is hereby approved for the not-to-exceed amount of \$15,000 plus title, and license fees.

Introduced: September 16, 2014
Adopted:

Robert Miller, Mayor

Attest:

Diahnn Halbach, City Clerk



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 Item Number: 14 A	Date: October 7, 2014
Submitted By: Kevin Lahner, City Administrator	Subject: Ordinance 1990(9) to consider creating Chapter 176, “Health Department” in the Municipal Code.

Details:

As you are aware, Aurora announced earlier this year that it would no longer sponsor the Western Racine County Health Department which has been serving the nine communities in our area. As a result, the City engaged in talks with Racine County, our neighboring communities and the Central Racine County Health Department to develop a sustainable model to serve our needs as required by state law.

As a result, the nine communities previously served by the Western Racine Health Department agreed to contract with the Central Racine Health Department for all health department related services. There are two items the Common Council must consider in order to move forward with this service – The Agreement for Public Health Services between the Central Racine County Board of Health and the City of Burlington, and adoption of Chapter 176, the new public health ordinance.

The agreement would go into effect on January 1, 2015. In order to effectively manage our public health services, all the communities served by the Central Racine Health Department must adopt identical contracts and public health ordinances. This proposed ordinance repeals our current ordinance and replaces it with the uniform public health ordinance. Approving both the contract and new ordinance will allow Central Racine County Health officials to perform all the activities prescribed under the Agreement for Public Health Services.

Options & Alternatives: The Common Council has the option to retain or modify the current public health ordinance and deny the proposed contract. However, failure to adopt this ordinance and approve the proposed contract would make contracting with the Central Racine County Health Department unfeasible. The City would have to develop a different model to provide this service and the availability of firms that perform this service is extremely limited. Alternatively, the City would have to develop and fund a Public Health office.

Financial Remarks: The adoption of the ordinance does not have a financial implication. However, the cost of the proposed contract is \$6.98 per capita or \$73,366.78. This compares to 2014’s contract cost with the Western Racine County Health Department of approximately \$70,980.

Executive Action:

This item was discussed at the September 16, 2014 Committee of the Whole meeting and is scheduled for the October 7, 2014 Common Council meeting for consideration.

Ordinance No. 1990(9)
Introduced by the Committee of the Whole

**AN ORDINANCE TO REPEAL CHAPTER 57-8 (B) AND CREATE CHAPTER 176 OF THE
CODE OF ORDINANCES FOR THE CITY OF BURLINGTON, RACINE COUNTY,
WISCONSIN RELATING TO THE HEALTH DEPARTMENT**

The Common Council for the City of Burlington, Racine County, Wisconsin, ordains as follows:

1. That Chapter 57-8 (B) of the Code of Ordinances for the City of Burlington entitled "Health Officer" be, and hereby is, repealed.
2. That Chapter 176 of the Code of Ordinances for the City of Burlington be, and hereby is, created to read as set forth in Exhibit A, which is attached and incorporated herein by reference.
3. That this ordinance shall take effect upon adoption and publication as provided by law.

Introduced: September 16, 2014
Adopted:

Robert Miller, Mayor

Attest:

Diahnn Halbach, City Clerk

EXHIBIT A

"CHAPTER 176"

Health Department

- A. **Local Board of Health, Local Health Department and Local Health Officer.**
- (1) **Intermunicipal Agreement Providing for Joint Local Board of Health, Joint Local Health Department and Joint Local Health Officer.** By intermunicipal agreement the Villages of Caledonia, Mt. Pleasant, Sturtevant and North Bay have created a Joint Local Board of Health, established a Joint Local Health Department and appointed a Joint Local Health Officer to serve the above Villages, as well as other municipalities that are added as members to the intermunicipal agreement ("Member Municipalities"), or otherwise contract for the provision of public health services ("Contract Municipalities"). This Agreement is entered into pursuant to the authority set forth in Wis. Stat. Sections 66.0301, 251.09 and 251.02(3r).
 - (2) **Designation of Local Board of Health, Local Health Department and Local Health Officer.** The Joint Local Board of Health created by the intermunicipal agreement is hereby designated the "Central Racine County Board of Health" and is established as the joint local board of health of the Member Municipalities and Contract Municipalities pursuant to Section 251.02(3r), Wisconsin Statutes. The Central Racine County Health Department established pursuant to the intermunicipal agreement is hereby designated and established as the local health department of the Member Municipalities and Contract Municipalities pursuant to Section 251.02(3r), Wisconsin Statutes. The local health officer, designated as the Health Officer/Director of Public Health, and provided for in the intermunicipal agreement is hereby designated as the local health officer for the Member Municipalities and Contract Municipalities.
 - (3) **Local Board of Health.** The local Board of Health shall be designated as the Central Racine County Board of Health and pursuant to Wis. Stat. Section 251.03(4r), the parties determine that the membership of the Board of Health shall be comprised as set forth in the intergovernmental agreement.
 - (4) **Powers and Duties of Local Board of Health.** The Central Racine County Board of Health shall constitute the policy-making body for the Central Racine County Health Department, and shall exercise authority over financial and personnel matters, as set forth in the intermunicipal agreement. The Board of Health shall be responsible for operating and maintaining at least a Level II Health Department to jointly serve the Member Municipalities and Contract Municipalities. The Board of Health shall have the powers and perform such duties as are prescribed in Wis. Stat. Sections 251.04 and 251.05, except as otherwise specifically provided in the intermunicipal agreement or in joint ordinances adopted by Member Municipalities and Contract Municipalities.

- (5) **Effect of Intermunicipal Agreement.** In all other respects such intermunicipal agreement executed by the Member Municipalities shall govern the administration of the Central Racine County Board of Health, Health Department and Joint Local Health Officer.
- (6) **Repeal of Inconsistent Ordinances.** This section shall supercede any inconsistent provisions of this Code of Ordinances, which inconsistent provisions shall be, and hereby are, repealed as of the effective date of this ordinance.

B. Health Standards for Property Maintenance.

- (1) **Purpose and General Provisions.**
 - (a) This Section is adopted for the purpose of preserving and promoting the public health of residents and preventing the continuance of Human Health Hazards.
 - (b) No Person shall erect, construe, cause, continue, maintain or permit any Human Health Hazards. Any Person who shall cause, create or maintain a Human Health Hazard or who shall in any way aid or contribute to the creation or maintenance thereof shall be guilty of a violation of this Section, and shall be liable for all costs and expenses attendant upon the abatement or removal of such hazards and subject to penalties provided in this Section.
 - (c) It shall be the joint responsibility of the Owner and Occupant of a Dwelling or Dwelling Unit to maintain their property in a manner which complies with this Code and any applicable state and federal laws.
 - (d) This Section does not prohibit the following activities so long as they are conducted in accordance with the applicable ordinance or State Statute: the sanitary operation of licensed junkyards; or the storage and accumulation of ashes and effuse by industrial establishments which maintain adequate and sanitary facilities and the space for the accumulation and storage of such materials.
- (2) **Authority.** This Section is adopted pursuant to the authority granted by Chapters 251 and 254, Wis. Stats., as amended from time-to-time, which regulations are hereby adopted, and incorporated by reference as though fully set forth herein. The Health Officer or Code Official shall have the power to abate human health hazards in accordance with this Section and Wis. Stat. Section 66.1337(7)(b), which statute is adopted by reference and made part of this Section as if fully set forth in this Section.
- (3) **Definitions.** The following definitions shall apply in the interpretation and enforcement of this Chapter, unless a different meaning is plainly intended:
 - (a) **Basement.** A portion of a building located partly or wholly underground, but having less than half its clear height below the average grade of the adjoining ground.

- (b) **Building Inspector.** The Building Inspector of the City or his or her authorized representative.
- (c) **Carbon Monoxide Detector.** A device that detects the presence of carbon monoxide gas.
- (d) **Cellar.** A portion of a building located partly or wholly underground, but having ½ or more of its clear floor to ceiling heights below the average grade of the adjoining ground.
- (e) **Chief of Police.** The Chief of Police or their authorized representative or authorized representative from the Sheriff's Department.
- (f) **Code Official.** Building Inspector, Chief of Police, and/or the Health Officer, or their respective authorized representatives.
- (g) **Dwelling.** Any building which is wholly or partly used or intended to be used for living or sleeping by human occupants.
- (h) **Dwelling Unit.** Any room or group of rooms located within a Dwelling and forming a single habitable unit with facilities which are used or intended to be used for living, sleeping, cooking and eating by one family.
- (i) **Exterior Premises.** The open space on the premises or the portion of the premises upon which there is not a structure including the abutting right-of-ways, lawn park areas, curbs, gutters and all alleys and vacated alleys abutting private property between the center of the alley and the lot line.
- (j) **Extermination.** The control or elimination of insects, rodents or other Vermin by eliminating their harborage places, by removing or making inaccessible materials that may serve as their food, by blocking their access to a Dwelling, by poisoning, spraying, fumigating or trapping, or by any other legal pest elimination method approved by the Code Official.
- (k) **Health Officer.** The Health Officer of the Central Racine County Health Department or his/her authorized representative.
- (l) **Human Health Hazard.** A substance, activity or condition that is known to have the potential to cause acute or chronic illness or death if exposure to the substance activity or condition is not abated.
- (m) **Immediate Human Health Hazard.** A condition which exists or has the potential to exist which should, in the opinion of the Health Officer, be abated or corrected immediately, or at least within a 24-hour period, to prevent imminent and severe damage to human health.
- (n) **Occupant.** Any Person living, sleeping or eating or having actual possession of a Dwelling Unit.
- (o) **Owner.** Any Person who, alone or jointly or severally with others shall be the record holder of the title of any Dwelling or Dwelling Unit, with or without actual possession thereof, or who has charge, care or control of any Dwelling as agent of the owner or as executor, administrator, trustee or Guardian of the estate of the owner.
- (p) **Person.** Includes Owners, Occupants, their agents, tenants and any individual, firm, corporation, partnership or association.
- (q) **Smoke Detector.** A device that detects the visible or invisible particles of combustion.
- (r) **Vermin.** Rats, mice, cockroaches or similar animals or insects that are or tend to be injurious to health.
- (s) **Workmanlike.** Work of such character so as to meet manufacturer's specifications, accepted national standards or recognized trade practices, and to provide a durable result as intended to ensure public safety, health

and welfare insofar as they are affected by building construction, use and occupancy.

- (4) **Health Standards for Basic Facilities and Maintenance of Habitable Living Quarters.** No Person shall occupy or allow another Person to occupy any Dwelling or Dwelling Unit for the purpose of living or sleeping therein, which does not comply with the following requirements:
- (a) **Toilet and Lavatory.** Every Dwelling Unit shall contain a water flush toilet within a room which affords privacy to a Person in such room. Every Dwelling Unit shall contain a lavatory basin, preferably but not exclusively in the same room as the toilet. Such toilet and lavatory basins shall be connected and maintained in compliance with the City plumbing code.
 - (b) **Bathing Facilities.** Every Dwelling Unit shall contain, within a room which affords privacy to a Person in such room, a bathtub or shower connected and maintained in compliance with the City plumbing code.
 - (c) **Water Heating Facilities.** Every Dwelling Unit shall have water heating facilities supplied, which are properly installed, maintained in a safe and good working condition and are capable of heating water to a temperature so as to permit an adequate amount of water to be drawn at every required lavatory basin, bathtub, shower or sink at a temperature of not less than 110 degrees Fahrenheit.
 - (d) **Egress.** Every Dwelling Unit shall have access to at least two accessible, unobstructed means of egress leading to a safe and open public street, alley or court.
 - (e) **Heating Facilities.** Every Dwelling or Dwelling Unit shall be equipped with heating facilities which are properly installed, and maintained in a safe and good working condition and are capable of maintaining minimum temperatures of 68 degrees Fahrenheit in all rooms with an outside temperature of -10 degrees Fahrenheit.
 - (f) **Electric Service.** Every outlet and fixture shall be properly installed and shall be maintained in a good and safe working condition, and shall be connected and maintained in compliance with the City Electric Code.
 - (g) **Smoke Detectors.** Smoke Detectors shall be installed outside of each separate sleeping area in the immediate vicinity of the bedrooms and on each additional story of the Dwelling Unit, including Basements and Cellars excluding crawl spaces and unfinished attics.
 - (h) **Carbon Monoxide Detectors.** Carbon Monoxide detectors shall be installed on each story of the Dwelling Unit, including Basements and Cellars excluding crawl spaces and unfinished attics.
 - (i) **Extermination of Vermin.** Every Occupant of a Dwelling containing a single Dwelling Unit shall be responsible for the Extermination of any Vermin in or on the premises; and every Occupant of a Dwelling Unit in a Dwelling containing more than one Dwelling Unit shall be responsible for such Extermination within the unit occupied by them whenever their Dwelling Unit is the only one infested. Notwithstanding such provisions, whenever an infestation is caused by the failure of the Owner to maintain a Dwelling in a reasonably rodent-proof or insect-proof condition, Extermination shall be the responsibility of the Owner. Extermination of any infestation in an unoccupied Dwelling Unit shall be the responsibility of the Owner even though the condition may have been caused by a

previous Occupant. All Extermination services shall be performed by a licensed exterminator. Effective Extermination shall continue until all Vermin are eliminated. The responsible person shall submit completed Extermination reports from the licensed exterminator to the appropriate Code Official upon request.

- (j) **Hazardous Conditions.** Every Dwelling Unit shall be structurally sound and shall be free of conditions that constitute a Human Health Hazard, an Immediate Human Health Hazard to the health and safety of the Occupant(s) or which create an unreasonable risk of personal injury resulting from any reasonably foreseeable use of the Dwelling.
 - (k) **Discontinuance of Service.** No Owner or Occupant shall cause any service, facility, equipment or utility which is required under this Section to be removed or shut off from, or discontinued for, any occupied Dwelling which is let or occupied by such Person, except for such temporary interruption as may be necessary while actual repairs or alterations are in progress, or during a temporary emergency when discontinuance of service is approved by a Code Official.
- (5) **Enforcement.** Upon request of an Owner or Occupant, or upon receipt of a credible complaint, a Code Official shall inspect or cause to be inspected the Dwelling, Dwelling Unit or Exterior Premises which is the subject of the complaint or upon which there exists evidence of a violation of this Section. Such inspection shall be for the purpose of determining whether or not the condition of the Dwelling or Dwelling Unit complies with the standards set forth in this Section.
- (6) **Access to Property.** After presenting proper identification a Code Official shall be permitted to enter upon any property at any reasonable time for the purpose of making inspections to determine compliance with this Section and related ordinances. If denied access, the Code Official may acquire a special inspection warrant for such access, pursuant to Sec. 66.0119, Wis. Stats., as amended from time-to-time.
- (7) **Declaration of Dwelling as Human Health Hazard.** Notwithstanding any other provisions of this Section, if a Code Official determines that any Dwelling or Dwelling Unit is a Human Health Hazard or Immediate Human Health Hazard, the Code Official shall placard such Dwelling and within 24 hours thereafter serve notice, by registered mail, return receipt requested, in addition to such other notice as may be appropriate, to the Occupant and Owner that the Dwelling is unfit for human habitation and that it shall be vacated within a reasonable time as ordered by the Code Official. A Dwelling may be declared a Human Health Hazard or Immediate Human Health Hazard for any of, but not limited to, the following reasons:
- (a) A Dwelling is so damaged, decayed, dilapidated, dangerous, unsanitary, unsafe or Vermin-infested that it creates a hazard to the health or safety of the Occupants or the public.
 - (b) A Dwelling lacks a potable water supply, a properly functioning public or private sanitary sewer system, or a functioning heating system adequate to protect the health and safety of the Occupants.

- (c) A Dwelling, because of its condition, has been implicated as the potential source of a severe poisoning by a toxic substance including but not limited to lead-bearing paint.
- (8) **Workmanship.** All repairs, maintenance work, alterations or installations which are required directly or indirectly by the enforcement of this Section shall be executed and installed in a Workmanlike manner.
- (9) **Notice of Violation and Orders for Corrective Actions.** Whenever a Code Official determines that there has been a violation of this Section, notice shall be given to the property Owner, and Occupant as appropriate. Such notice shall:
 - (a) Be in writing.
 - (b) Include a statement of the violation with reference to the applicable provision(s) of this Section.
 - (c) Include the correction(s) necessary to bring about compliance.
 - (d) Contain an order to correct said violation by a date certain.
- (10) **Service of Notice.** Each notice or order, other than as provided in Subsection (h), provided under this Section shall be deemed to be properly served if a copy thereof is:
 - (a) Personally served in the manner provided for in the State Statutes for service of process or,
 - (b) Sent by U.S. first class mail, postage prepaid, addressed to the last known address or,
 - (c) Posted in a conspicuous place on or about the main entrance to the structure located at the last known address, where there is a structure.
- (11) **Appeal.** Any Person affected by any notice or order which has been issued in connection with the enforcement of any of the provisions of this Section may request in writing a review by the Health Officer or other Code Official issuing such notice or order. Such request shall be submitted before the date for the violation is to be corrected. Subsequent appeal shall be pursuant to the Administrative Review section of this Code or Chapter 68 of the Wisconsin Statutes.
- (12) **Noncompliance with Order.**
 - (a) **Citation.** A citation for any violation of this Section may be issued by the Police, Sheriff's Department or by an appropriate Code Official.
 - (b) **Abatement of Human Health Hazards/Emergency Action.** In extreme cases where a violation poses an Immediate Human Health Hazard as determined by the Health Officer or other implicated Code Official, or in the case of a second violation of the same section by the same Person within one year of a previous violation, the Health Officer or Code Official may immediately commence the actions authorized by this Chapter, or any other statutory or ordinance authority, to abate or removed the hazard.
- (13) **Reinspection Fees.** To compensate for inspection and administrative costs related to the enforcement of this Section, an escalating fee established by the Board of Health may be charged for any reinspection following the initial

inspection which resulted in an order for corrective action. There shall be no reinspection fee for a final inspection indicating compliance or for a reinspection occurring during the period of an approved time extension granted for good cause and involving a good faith effort on the part of the property Owner to comply with the order. In accordance with Section 66.0627, Wis. Stats., reinspection fees that are not paid by or on behalf of the property Owner within thirty (30) days of mailing of an invoice to the property Owner of record shall be charged and collected via the property tax bill as a special charge against the property upon which the reinspections were made. If collection via the tax bill is necessitated, there shall also be a One Hundred (\$100.00) Dollar administrative charge added to the fee and special charge to cover the administrative costs incurred by the City.

- (14) **Fees.** All fees associated with any provision of this Section shall be established as part of the annual budget process or by resolution of the Common Council from time-to-time. A current fee schedule itemizing all fees required by this Section shall be maintained at the Central Racine County Health Department during normal business hours.
- (15) **Penalties.** Any Person who violates any provision of this Section shall upon conviction be subjected to a forfeiture of not less than \$300.00 or more than \$1000.00 for each violation, and in addition, shall pay the costs and expenses of prosecution. Each day such violation continues shall be considered a separate offense.

C. Lodging, Recreation and Food Protection.

- (1) **Purpose and General Provisions.** The purpose of this Section is to preserve and promote the public health of the City residents. The Health Department is granted agent status under Sections 254.69 and 97.41, Wis. Stats., and accordingly provides all licenses and inspections for retail food establishments, restaurants, public swimming pools, and water attractions, tattoo and body piercing establishments, recreational and educational camps, campgrounds, hotels, motels, tourist rooming houses, bed and breakfast establishments and food vending operations in accordance with the applicable Wisconsin Statutes and/or Administrative Code Chapter.
- (2) **Authority.** This Section is adopted pursuant to the authority granted by Chapters 251, 252, 254, and Section 97.41 of the Wisconsin Statutes, as amended from time-to-time, which regulations are hereby adopted, and incorporated by reference as though fully set forth herein. The Health Officer, or his or her designee, shall have the power to enforce the regulations of this Section, including by the issuance of citations.
- (3) **Adoption of State Code; Applications, Permits, and Licenses Required.** Except as otherwise provided in this Section and pursuant to the authority granted by Wisconsin Statutes Chapters 251, 252, 254 and Sections 66.0417 and 97.41, the City adopts Wisconsin Administrative Code Chapters ATCP 75, COMM 90, DHS 172, DHS 173, DHS 175, DHS 178, DHS192, DHS 195, DHS 196, DHS 197 and DHS 198, as amended from time-to-time, which are incorporated by reference as though fully set forth herein. All applications,

permits and licenses required by such regulations are required by the City and shall be processed in accordance with the applicable Statute or Code Section.

- (4) **Definitions.** The following definitions shall apply in the interpretation and enforcement of this Section, unless a different meaning is plainly intended:
- (a) **Body Piercer.** Means a person who performs body piercing on another person at that person's request.
 - (b) **Food Establishment.** An operation that stores, prepares, serves, vends, sells or otherwise provides food for human consumption. The term "Food Establishment" includes a "restaurant" as defined in Section 254.61(5), Wis. Stats.; a "retail food establishment" as defined in Section 97.30, Wis. Stats.; and a "temporary restaurant" as defined in Section 254.61(5m), Wis. Stats. In addition, the term "Food Establishment" shall also include taverns, soda fountains and non-alcoholic bars where beverages are dispensed into re-usable or other containers.
 - (c) **Tattooist.** Means a person who tattoos another person at that person's request.
 - (d) **Youth Sports Concession Stand.** A concession stand at a locally-sponsored sporting event, such as a little league game. In this paragraph, "concession stand" means a food stand that serves food and is operated exclusively for the benefit of a participating youth sports team or program or the governing youth sports organization, and "locally sponsored sporting event" means a competitive game, taking place inside or outside, specifically for youth, that is organized or sponsored by one or more local business, governmental or other civic organization, or by parents of the youth, including a school sponsored interscholastic sports competition.
- (5) **Sanitation Permit.** Any permanent Food Establishment located within the jurisdiction of the City which does not require a permit under Wisconsin Administrative Code Chapter DHS 196 or ATCP 75 shall be required to obtain a sanitation permit from the Health Department and comply with the provisions of Wisconsin Administrative Code Chapters DHS 196 and ATCP 75 as they relate to the safe handling of food.
- (6) **Youth Sports Concession Stand.** All Youth Sports Concession Stands serving food for eleven (11) or more days per year shall be required to obtain a permit from the Health Department and comply with the provisions of Wisconsin Administrative Code Chapters DHS 196 and ATCP 75 as they relate to the safe handling of food. Youth Sports Concession Stands only serving commercially packaged non-perishable food and/or beverages shall not be required to obtain a permit.
- (7) **Mobile Food Establishments.** A valid Food Establishment permit issued by the State of Wisconsin or any other competent Health Department for any mobile restaurant or mobile retail Food Establishment which chooses to operate within the jurisdiction of the City will be honored by the City. The mobile Food Establishment will be required to be inspected by the health department and to satisfy the relevant provisions of Wisconsin Administrative Code Chapter DHS

196 and ATCP 75. In addition, the mobile food establishment shall pay an inspection fee for this inspection.

- (8) **Body Piercers and Tattooists.** All body piercers and tattooists shall annually complete a bloodborne pathogen training course that is approved by the Health Department. Any tattoo or body piercing establishment allowing a tattooist or body piercer to practice in the establishment without proof of bloodborne pathogen training will be assessed a fee. This fee shall be established by Board of Health as part of the annual budget process.
- (9) **Application; Permit.** Any license or permit required under this Section shall make application on a form provided by the Health Department. The Health Department shall determine the contents of the application and may use a form provided by the State. Applications for permits shall be submitted to the Health Department along with the appropriate fee. Applications will be reviewed for compliance with this Section. Permits and licenses issued hereunder shall be conspicuously displayed on the premises of the establishment.
- (10) **Inspection by Department.** Authorized employees of the Department, upon presenting proper identification, shall have the authority to perform inspections prior to issuance of any permit or license and from time-to-time of any establishment for compliance with this Code, including the state laws incorporated in this Code by reference.
- (11) **Fees.** All fees associated with the operation of any establishment governed by this Section shall be established as part of the annual budget process or by resolution from time-to-time. A current fee schedule itemizing all fees required by this Section shall be maintained at the Health Department for inspection during normal business hours.
- (12) **Penalties.** Any Person who violates any provision of this Section shall upon conviction be subjected to a forfeiture of not less than \$300.00 or more than \$1000.00 for each violation, and in addition, shall pay the costs and expenses of prosecution. Each day such violation continues shall be considered a separate offense.
- (13) **Appeal.** Any person aggrieved by any temporary order issued by the Health Officer pursuant to Sec. 66.0417(2)(a), Wis. Stats., shall be granted a hearing before the Common Council in accordance with the provisions of such Section. Appeal from any order, notice or determination made by the Health Officer other than one controlled by Sec. 66.0417 shall be to the Common Council pursuant to the applicable ordinance or Chapter 68 of the Wisconsin Statutes in the absence of an administrative review ordinance. The Common Council may affirm, set aside, or modify the subject order by majority vote. The Common Council's decision shall be final but may be appealed to the Racine County Circuit Court.

D. Rabies Control.

- (1) **Purpose and General Provisions.** The purpose of this Section is to preserve and promote the public health of City residents. Pursuant to Section 254.51,

Wis. Stats., the Health Department shall establish measures for the prevention, surveillance and control of human disease that is associated with animal-borne disease transmission.

- (2) **Authority.** This Section is adopted pursuant to the authority granted by Chapters 250, 251, and 254 of the Wisconsin Statutes. The Chief of Police or representative of the Sheriff's Department, Humane Officer, Health Officer or their designees shall have the power to enforce the regulations of this Section, including by the issuance of one or more citations, as warranted.
- (3) **Adoption of Wisconsin State Statute.** In addition to the provisions of this Section and pursuant to the authority granted by Chapters 250, 251 and 254 of the Wisconsin Statutes, the City adopts Section 95.21, Wis. Stats., which is incorporated by reference as though set forth herein. To the extent any provision conflicts with another provision in this Section, the more restrictive provision applies.
- (4) **Definitions.** The following definitions shall apply in the interpretation and enforcement of this Section, unless a different meaning is plainly intended:
 - (a) **Bite.** To seize with teeth or jaws, so as to enter, wound, or pierce the skin.
 - (b) **Cat.** Any member of the species felis catus (the domestic cat).
 - (c) **Code Officer.** The Chief of Police or representative of the Sheriff's Department, Humane Officer, Health Officer or their designees.
 - (d) **Dog.** Any member of the species canis familiaris (the domestic dog).
 - (e) **Ferret.** Any member of the species mustela putorius (the domestic ferret).
- (5) **Rabies Vaccination Required for Dogs, Cats and Ferrets.** The owner of a Dog, Cat or Ferret shall have the animal vaccinated against rabies. Cats and Ferrets shall meet the requirements for Dogs in Sections 95.21(2) and 95.21(3), Wis. Stats. An owner who fails to obtain a rabies vaccination for a Dog, Cat or Ferret shall be subject to a forfeiture of not less than \$50 and not more than \$100, plus the costs of prosecution.
- (6) **Duty to Report Bite.** Any person having knowledge or reason to believe that any Dog, Cat or Ferret has bitten a person, shall immediately report, so far as is known, the name and address of the owner of the animal and circumstances of such Bite. Such report shall be made to the City Police Department or Sheriff's Department.
- (7) **Quarantine.** Any Dog, Cat or Ferret within the City which is believed to have bitten a person, to have been infected with rabies, or to have been in contact with a rabid animal shall be subject to the quarantine requirements and procedures set forth in Sec. 95.21, Wis. Stats. If the Code Official, Chief of Police, the Health Officer, or the Humane Officer determines that a Dog, Cat, Ferret or other domestically-owned animal found in the City has rabies, the Mayor may order a district quarantine, as provided by § 95.21(3).
- (8) **Noncompliance with Quarantine Order.** If after a Dog, Cat or Ferret Bites a person, the animal's owner fails to quarantine the animal and/or fails to have the

animal examined by a licensed veterinarian, the animal may be seized by the Code Official, Health Officer, Police Officer, Deputy Sheriff, Humane Officer or their designees and held at a designated facility until the quarantine time expires. The owner or custodian of the animal shall pay all applicable fees associated with the quarantine, veterinarian's examinations, vaccination and license prior to releasing the animal from the quarantine facility.

- (9) **Appeal.** Any person affected by any notice or order which has been issued in connection with the enforcement of any of the provisions of this Section may request in writing a review by the Health Officer or other Code Official issuing such notice or order. Such request shall be submitted before the date for the violation is to be corrected. Subsequent appeal shall be to the Common Council pursuant to the applicable ordinance or Chapter 68 of the Wisconsin Statutes in the absence of an administrative review ordinance.
- (10) **Penalties.** Except as otherwise provided herein, any person who violates any provision of this Section shall upon conviction be subjected to a forfeiture of not less than \$100.00 or more than \$1000.00 for each violation, and in addition, shall pay the costs and expenses of prosecution. Each day such violation continues shall be considered a separate offense.”



CITY OF BURLINGTON

Building & Zoning Department
300 N. Pine Street, Burlington, WI, 53105
(262) 342-1164 – (262) 763-3474 fax
www.burlington-wi.gov

Committee of the Whole Item: 6	Date: October 7, 2014
Submitted By: Patrick Scherrer, Building Inspector	Subject: Motion 14-785 to consider approving a Certificate of Appropriateness and Sign Permit for 484 N. Pine Street.

Details:

The Historic Preservation Commission (HPC) recommends approval of a Certificate of Appropriateness Application for the project located at 484 N. Pine Street (The Coffee House).

The proposed project consists of:

- The installation of one (1) wall sign which measures 10 square feet in area to be placed on the front façade of the building. The proposed dimensions of the signage lettering “BAKERY” is 12 inches in height and 10 feet in width. It would cover 16.227 percent of the sign board. The proposed letters are black against a white background which is constructed of 3/4" thick PVC.

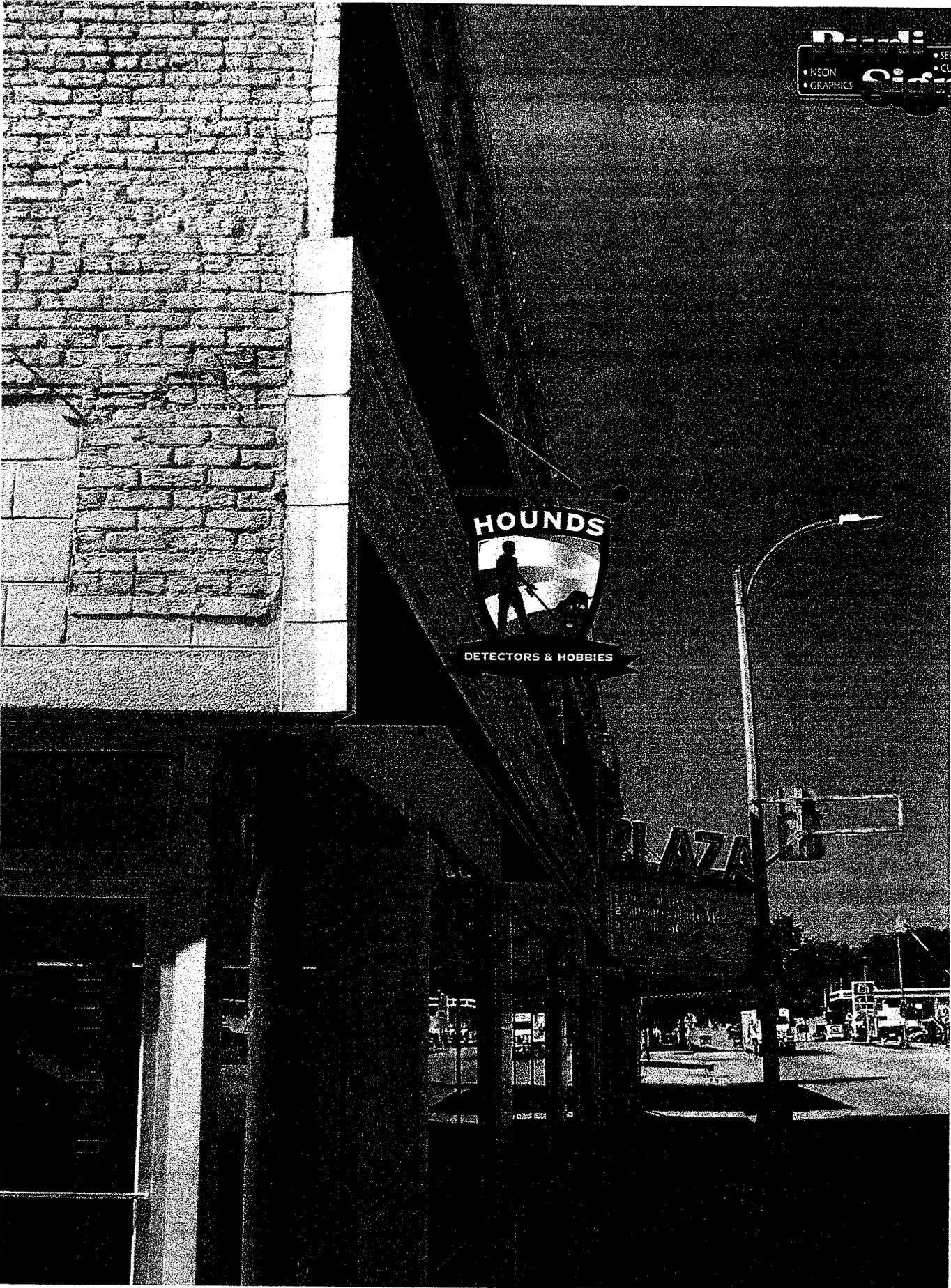
The Certificate of Appropriateness and Sign Permit Applications was reviewed and approved at the September 25, 2014 HPC meeting.

Financial Remarks:

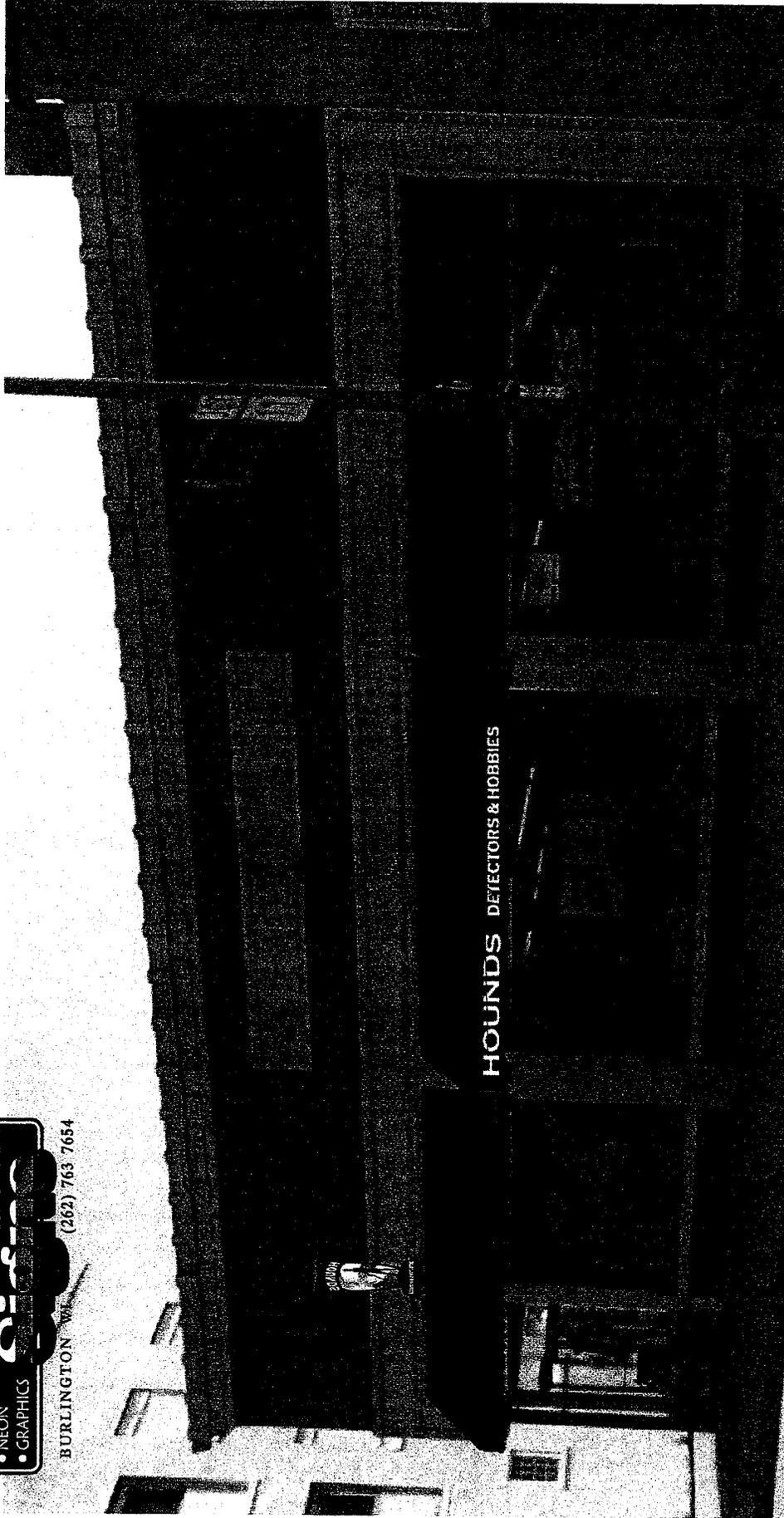
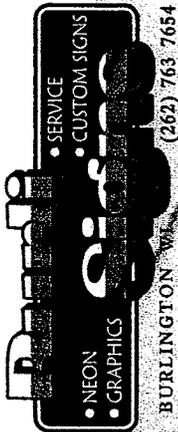
The approved items will be paid 100% by the owner.

Executive Action:

This item is for discussion at the October 7, 2014 Committee of the Whole meeting and per common practice it is scheduled for the Common Council meeting for consideration the same night.



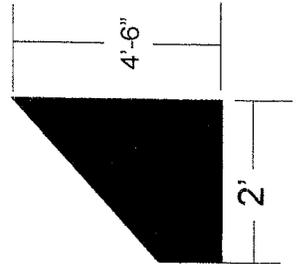
40" H x 48"W
Double face p.v.c. Sign



Sunbrella Pacific Blue # 4601

Price Installed \$4,640.00

PLUS TAX, PERMITS





Building & Zoning Department
300 N. Pine Street, Burlington, WI, 53105
(262) 342-1164 -- (262) 763-3474 fax
www.burlington-wi.gov

Committee of the Whole Item: 7	Date: October 7, 2014
Submitted By: Patrick Scherrer, Building Inspector	Subject: Motion 14-786 to consider approving a Certificate of Appropriateness and Sign Permit for 456 Milwaukee Avenue.

Details:

The Historic Preservation Commission (HPC) recommends approval of a Certificate of Appropriateness Application for the project located at 456 Milwaukee Avenue (Hounds Detectors and Hobbies).

The proposed project consists of:

- The installation of three (3) awnings to be constructed of a dyed acrylic cloth type material. The awnings are proposed to extend across the length of the building with dimensions of 4-6 feet tall and 2 feet in depth, with one (1) awning at 9 feet long and two (2) awnings at 15 feet long. The awnings are proposed to have an 8 inches +/- valance with signage on the midway awning only. The colors of the awnings are proposed to be blue with white signage lettering.
- The installation of an awning valance (lower portion of the middle, 15-foot long, awning only) is proposed to have the signage of "HOUNDS DETECTORS & HOBBIES" upon it with white lettering. The proposed lettering measures about 6 inches +/- tall and the sign length is 8 feet. The total valance sign area with signage is about 4+/- square feet. The bottom of the awning valance is over 7.5+/- feet in height as measured from the sidewalk.
- The installation of one (1) overhanging sign which measures 40 inches high by 48 inches wide (13.33 square feet in area) hung from a bracket. No signage of illumination is proposed. The proposed sign appears to be made of solid PVC composite materials. The height of the sign is proposed to be about 9+/- feet as measured from the bottom of the sign to the sidewalk. The color of the sign is proposed to be blue, black, gray and red (in a small amount) with white lettering.

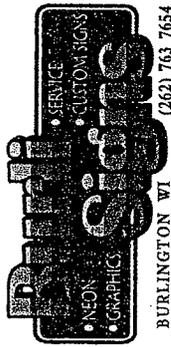
The Certificate of Appropriateness and Sign Permit Applications was reviewed and approved at the September 25, 2014 HPC meeting.

Financial Remarks:

The approved items will be paid 100% by the owner.

Executive Action:

This item is for discussion at the October 7, 2014 Committee of the Whole meeting and per common practice it is scheduled for the Common Council meeting for consideration the same night.



BURLINGTON WI (262) 763 7654

white solid pvc. 3/4" thick - black lettering

