



AGENDA COMMON COUNCIL

Tuesday, December 15, 2015

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

Mayor Robert Miller
Edward Johnson, Alderman, 1st District
John Ekes, Alderman, 1st District
Ruth Dawidziak, Alderman, 2nd District
Bob Grandi, Alderman, 2nd District
Tom Vos, Council President, Alderman, 3rd District
Jon Schultz, Alderman, 3rd District
Thomas Preusker, Alderman, 4th District
Todd Bauman, Alderman, 4th District

Student Representatives:

Shiyue Xie (BHS)

Abigail Sibilski (BHS)

1. Roll Call
2. Pledge of Allegiance to the Flag
3. Citizen Comments
4. Chamber of Commerce Representative and Rescue Squad Representative
5. Approval of the Common Council minutes for December 1, 2015 (*T. Vos*)
6. Letters and Communications (*J. Schultz*)
 - A. Correspondence from Alderman Ruth Dawidziak regarding her absence from the December 15, 2015 Committee of the Whole and Common Council meetings.
 - B. Correspondence from Tom Preusker regarding his absence from the December 15, 2015 Committee of the Whole and Common Council meetings.
7. Reports by Aldermanic Representatives and Department Heads
8. Reports 1-5 (*T. Bauman*)
9. Payment of Vouchers (*E. Johnson*)
10. Licenses and Permits (*J. Ekes*)

11. APPOINTMENTS AND NOMINATIONS

A. Appointments of Election Inspectors for January 1, 2016 to December 31, 2017 (*B. Grandi*)

12. PUBLIC HEARINGS: NONE

13. RESOLUTIONS:

A. Resolution 4761(35) to consider authorizing \$450,000 Loan Draw from Fox River State Bank for TIF 5 additional expenses. This item was discussed at the same night Committee of the Whole meeting. (*T. Vos*)

14. ORDINANCES: NONE

15. MOTION: NONE

16. ADJOURNMENT (*J. Schultz*)

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: December 15, 2015
Submitted By: Diahn Halbach, City Clerk	Subject: Meeting Minutes

Details:

Staff recommends approval of the attached Minutes from the December 1, 2015 Common Council meeting.

Options & Alternatives:

N/A

Financial Remarks:

None.

Executive Action:

Staff recommends that the Common Council approve these Minutes at the December 15, 2015 Common Council meeting.



CITY OF BURLINGTON
Minutes of the Common Council
Robert Miller, Mayor
Diahnn C. Halbach, City Clerk
Tuesday, December 1, 2015

1. Call To Order – Roll Call

Mayor Robert Miller called the meeting to order at 6:30 p.m. starting with roll call. Aldermen present: Ed Johnson, John Ekes, Bob Grandi, Ruth Dawidziak, Tom Vos, Jon Schultz, Tom Preusker, and Todd Bauman. Excused: None.

Student Representatives Present: Shiyue Xie and Abigail Sibilski. Student Representatives Absent: None.

Also present: City Administrator Carina Walters, City Attorney John Bjelajac, Treasurer and Budget Officer Steven DeQuaker, Director of Administrative Services Megan Watkins, Police Chief Mark Anderson, Fire Chief Perry Howard, DPW Director James Bergles, Building Inspector and Zoning Administrator Gregory Guidry, and Tom Foht of Kapur and Associates

2. Pledge of Allegiance

3. Citizen Comments

There were no comments.

4. Chamber of Commerce Representative and Rescue Squad Representative

Jeff Koenen, representative for the Chamber of Commerce, reported that the Chamber would be working with Racine County and a couple other cities in the area to do a segment on tourism with Discover Wisconsin. Koenen said the Chamber would also be conducting a tourism assessment through Madison, which should take about six months to complete and will be looking for members of the community to help out with the assessment. Koenen said the results of the assessment would show strong and weak points for tourism in the City, potential changes, and what things should remain as is.

Jeff Koenen, representative for the Burlington Rescue Squad, gave an update on calls and activities that occurred from June through October 2015.

5. Approval of the December 1, 2015 Common Council Minutes

A motion was made by Vos with a second by Ekes to approve the Council Minutes from December 1, 2015. With all in favor, the motion to approve the minutes was carried.

6. Letters and Communications

There was none.

7. Reports by Aldermanic Representatives and Department Heads

Mayor Miller reminded Council that the Christmas Parade is Friday, December 4, 2015 and will begin at 6:30 p.m. Mayor said they would be lining up near Kane and State Street and asked Council to arrive by 6:00 pm.

8. Reports 1-2

A motion was made by Schultz with a second by Ekes approve Reports 1-2. With all in favor, the motion carried.

9. Payment of Vouchers

A motion was made by Preusker with a second by Grandi to approve vouchers, pre-paids and reimbursements in the amount of \$135,389.41. Roll Call Aye: Ekes, Johnson, Grandi, Dawidziak, Vos, Schultz, Preusker, and Bauman. Nay: None. Motion carried 8-0.

10. Licenses and Permits

A motion was made by Preusker with a second by Ekes to approve all licenses and permits. With all in favor the motion carried.

11. Appointments and Nominations

There were none.

12. Public Hearings

There was none.

13. Resolutions

- A. Resolution 4757(31) to consider adopting a Certified Survey Map for property located at 1624 and 1700 S. Teut Road.

A request for a second reading and a motion to approve Resolution 4757(31) was made by Johnson with a second by Dawidziak.

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

- B. Resolution 4758(32) to consider adopting the 2016 Annual Budget for the City of Burlington.

A request for a second reading and a motion to approve Resolution 4758(32) was made by Ekes with a second by Dawidziak.

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

14. Ordinances

- A. Ordinance 2002(8) to consider amending the Official Zoning Map for property located at 1624 and 1700 S. Teut Road to rezone from B-1, Neighborhood Business District to Rm-4/PUD, Multi-Family Residential with a Planned Unit Development (PUD) Overlay.

A request for a second reading and a motion to approve Ordinance 2002(8) was made by Dawidziak with a second by Ekes.

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

- B. Ordinance 2003(9) to consider amending the Racine County Multi-Jurisdictional Comprehensive Plan from Property located at 1624 and 1700 S. Teut Road.

A request for a second reading and a motion to approve Ordinance 2003(9) was made by Grandi with a second by Johnson.

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

15. Motions

- A. Motion 15-821 to consider approving an Airport Hangar Lease with John Pelland at 932 Alpha Taxiway for a term not-to-exceed 29 years in the amount of \$310.08 per year.

A request to approve Motion 15-821 was made by Vos with a second by Dawidziak.

With all in favor the motion was carried.

- B. Motion 15-824 to consider approving a Certificate of Appropriateness and Sign Permit in the Historic Preservation Overlay District for 581 N. Pine Street.

A request to approve Motion 15-824 was made by Schultz with a second by Ekes.

With all in favor the motion was carried.

- C. Motion 15-825 to authorize the City Administrator to appoint James Berlges as Director of the Department of Public Works.

A request to approve Motion 15-825 was made by Preusker with a second by Vos.

With all in favor the motion carried.

At 6:56 pm Mayor called for a 10 minute recess before adjourning into Closed Session. Attorney John Bjelajac announced that he would be excusing himself from the meeting at this point and would not be participating in Closed Session.

16. Adjourn into Closed Session

Wis. Stats 19.85(1)(c), considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility.

Wis. Stats 19.85(1)(c), 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 performance and direction of a specific employee and options for the City.

A motion was made by Johnson with a second by Bauman to convene into Closed Session at 7:10 pm. Roll Call Aye: Ekes, Johnson, Grandi, Dawidziak, Vos, Schultz, Preusker, and Bauman. Nay: None. Motion carried 8-0

17. Reconvene into Open Session

A motion was made by Bauman with a second by Schultz to reconvene into Open Session at 8:42 pm. With all in favor the motion carried.

18. Adjourn

A motion was made by Ekes with a second by Dawidziak to adjourn the meeting. With all in favor, the meeting adjourned at 8:44 p.m.

Meeting Minutes Respectfully Submitted by:



Diahnn C. Halbach
City Clerk
City of Burlington



CITY OF BURLINGTON

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: 6	Date: December 15, 2015
Submitted By: Alderman Ruth Dawidziak and Alderman Tom Preusker	Subject: Letters and Communications

Details:

Communication A – Correspondence from Alderman Ruth Dawidziak regarding her absence from the December 15, 2015 Committee of the Whole and Common Council meetings.

Communication B - Correspondence from Alderman Tom Preusker regarding his absence from the December 15, 2015 Committee of the Whole and Common Council meetings

Financial Remarks:

None.

Executive Action:

Staff recommends that the Council accept this communication at the December 15, 2015 Common Council meeting.

Diahnn Halbach

From: Carina Walters
Sent: Monday, November 30, 2015 7:36 AM
To: ruth dawidziak; Miller, Robert
Cc: Diahnn Halbach
Subject: RE: Dec 15th meeting

Thanks Ruth!

I had a nice Thanksgiving, thanks for asking.

Talk soon,
Carina

From: ruth dawidziak [mailto:ruthdawidziak@yahoo.com]
Sent: Friday, November 27, 2015 9:14 AM
To: Carina Walters; Miller, Robert
Subject: Dec 15th meeting

Good morning!

I hope you both had a wonderful Thanksgiving! I wanted to let you know I will not be at the Dec 15th meeting. It's Eli's Christmas concert at school. Let me know if you need anything from me besides this email.

Have a great rest of your weekend!

Ruth

Diahnn Halbach

From: Tom Preusker
Sent: Friday, December 11, 2015 7:38 AM
To: Miller, Robert; Carina Walters; Diahnn Halbach
Subject: December 15th Meetings

Mayor and City Council Members,

I am unable to attend the December 15th City Council Meetings.

Thank you,

Tom Preusker
Alderman 4th District
City of Burlington
300 N. Pine Street
Burlington, WI 53105
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Common Council Agenda Item Number: 8	Date: December 15, 2015
Submitted By: City Staff	Subject: Reports 1-5

Details:

Attached please find the following reports:

- Report 1 – Library Board Minutes, 10/27/2015
- Report 2 – Police and Fire Commission Minutes, 11/3/2015
- Report 3 – Plan Commission Minutes, 11/10/2015
- Report 4 – Housing Authority Minutes, 11/18/2015
- Report 5 – Committee of the Whole Minutes, 12/1/2015

Options & Alternatives:

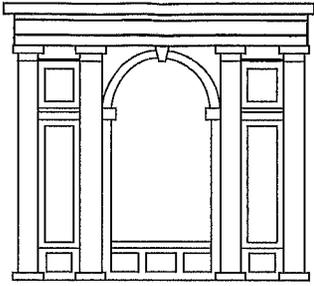
N/A

Financial Remarks:

None.

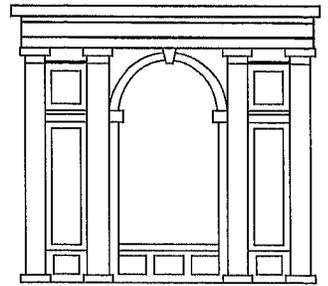
Executive Action:

Staff recommends that the Common Council accept these Reports at the December 15, 2015 Common Council meeting.



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, October 27, 2015 in the Burlington Public Library Meeting Room. Present were Penny Torhorst, Ed Johnson, Peter Smet, Pat Hoffman, Scott Johnson, Pat Hurley, and Bridget Savaglia. Excused was Mike Kelly. Also present were Gayle Falk, and Linda Berndt.

Torhorst called the meeting to order at 4:00.

Minutes of the September 22nd meeting were approved. Ed Johnson moved approval, Pat Hoffman seconded. Motion passed.

The October 2015 General Fund Bills, Prepaids, and Reimbursements, and September General Deposits, were discussed and approved. Hoffman moved approval and Hurley seconded. Motion passed.

Hurley moved and Hoffman seconded the motion to approve the September 2015 Trust Deposits, and October 2015 Trust Fund Bills. Motion passed.

Committee Reports:

There was no report at this time.

Federated Library Report:

Update on BASD leaving SHARE Consortium: Peter Smet reported that the Lakeshores staff and the Burlington Public Library staff have been wonderful. Their only concern was that the Follett Destiny software was better suited for young students than the Sirsi software.

SHARE Bylaws: Falk reported that the SHARE Bylaws needed to be approved by our Board and signed by our Board President. The bylaws are the product of many months of work by the LAC and Lakeshores Board. After discussion, Ed Johnson moved that the Board should accept the Bylaws as presented. Hoffman seconded, and the motion passed.

Trustee Dinner Recap: Torhorst and Hoffman reported that the speaker was great. He was a pediatrician with a library degree who is a proponent of the Reach out and Read program, which connects young children with books. He spoke about the parent/child interaction in reading to an infant and building the bond between them.

Old Business:

Report on Assistant Director: Falk reported that she has promoted Joy Schnupp to be our new Assistant Director. She has already suggested that we might want to be open during the Christmas Parade on Friday,

December 4th. Falk encouraged the Board to approve the request. We have considered and rejected being open in the past, feeling that it was not a good use of staff time to provide restroom access to parade attendees. This year, we may want to be open and have displays to promote library programs to people who enter the library. The Board agreed it would be a very good idea.

New Business:

Introduction of student representative Paige Taylor: Paige is a Sophomore at BHS. She was raised in a house that encouraged books. She lives in the Town of Burlington and she is on the Tennis team. She is very happy to be serving on our Board.

Dates for Board Meetings in 2016: All the dates presented to the Board were approved.

Holiday closing dates for 2015 and 2016: Board approved Christmas 2015 closing dates of December 24th, 25th, & 26th. They also approved Christmas 2016 closing dates of December 23rd, 24th, 25th, & 26th for 2016.

Budget and Strategic Planning Update: Falk reported that there was a budget meeting later tonight that will cover capital improvements and long range projects. She also reported that she was part of the City Strategic Planning weekend which took place the weekend of October 16th & 17th. They went over what the City's challenges are. Falk asked the Board for their input on a feasibility study and fund raising for a library. Board members suggested putting the items on the Agenda for next month. After our ideas are clearer, we will ask the City Administrator to attend a Board meeting to discuss building a library. We may want to invite Joy to help develop a PR campaign.

Director's Report: The toilet in the Women's bathroom upstairs broke on a Saturday. After closing it flooded the rest room and leaked through the floor to the storage room below. Decorations stored in that work had to be thrown away. Falk advised the Board that we may need some Trust money to repurchase some of the lost items as we need them throughout the coming year.

BPL in the News: There were several articles and many calendar items in the papers this month. There were also two articles in the Milwaukee Journal Sentinel regarding the Future of Libraries.

Falk will be attending a seminar on the Future of Libraries at Marquette on Thursday.

There were no Public Communications to the Board at this time.

Meeting was adjourned at 5:05 p.m. Ed Johnson moved and Scott Johnson seconded. Motion passed.

Our next meeting will be on Tuesday, November 24th at 4:00 p.m. in the Burlington Public Library meeting room.

Respectfully submitted,


Edward Johnson
Aldermanic Representative



CITY OF BURLINGTON

POLICE – FIRE COMMISSION

300 North Pine Street, Burlington, Wisconsin 53105
(262) 763-3717



MINUTES

City of Burlington Police and Fire Commission
Burlington Fire Station
165 West Washington Street, Burlington, Wisconsin
November 3, 2015

Call to Order:

Commissioner Busch called the meeting to order at 5:00 p.m.

Roll Call:

The following Commissioners were in attendance: John Hotvedt (Arrived at 6:10 p.m.), Peter Hintz, Joseph Busch, Jeff Erickson, and William Smitz.

Public Comments:

None

Minutes of Previous Meeting:

Motion by Commissioner Smitz to table the approval of the August 4, 2015 minutes; motion seconded by Commissioner Hintz; motion carried unanimously. Motion by Commissioner Hintz to approve the minutes of the October 6, 2015 meeting; motion seconded by Commissioner Smitz; motion carried unanimously.

Fire Chief's Report and Fire Department Business

A. Motion by Commissioner Smitz to adjourn into closed session per Wis. Stats 19.85(1)(c), considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility; motion seconded by Commissioner Hintz; motion carried unanimously at 5:02 p.m.

B. Motion by Commissioner Erickson to reconvene in Open Session; motion seconded by Commissioner Busch; motion carried unanimously at 5:24 p.m.; motion carried unanimously.

C. Motion by Commissioner Smitz to approve Mandalyn Herring and Kurt Walther for the Volunteer Fire Department; motion seconded by Commissioner Erickson; motion carried unanimously.

Police Chief's Report and Police Business

A. Motion by Commissioner Erickson to adjourn into closed session per Wis. Stats 19.85(1)(c), considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility; motion seconded by Commissioner Smitz; motion carried unanimously at 5:26 p.m.

B. Motion by Commissioner Smitz to reconvene in Open Session; motion seconded by Commissioner Erickson; motion carried unanimously at 7:07 p.m.

C. Motion by Commissioner Erickson to approve Michael Gabrus, Joseph Wisniewski, Michael Gacke, Zachary Watson, Joseph Zimmer, and Scott Wasilevich for inclusion on the Burlington Police Department eligibility list; motion seconded by Commissioner Smitz; motion carried unanimously at 7:08 p.m.

D. Motion by Commissioner Erickson to confirm Matthew Baumhardt's promotion to Sergeant of Police; motion seconded by Commissioner Hintz; motion carried unanimously at 7:09 p.m.

Adjourn:

Motion by Commissioner Erickson to adjourn; motion seconded by Commissioner Busch; motion carried unanimously at 7:11 p.m.

Respectfully submitted,
Commissioner Smitz, Secretary



Administration Department
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Minutes
City of Burlington Plan Commission
November 10, 2015, 6:30 p.m.

Mayor Robert Miller called the Plan Commission meeting to order at 6:30 p.m. Roll call: Alderman Todd Bauman; Commissioners Darrel Eisenhardt; Andy Tully; John Lynch; and Chris Reesman were present. Gabriel King, BHS student representative, was present. Alderman Tom Vos was excused.

Mayor Miller introduced and welcomed Gabriel King, Burlington High School Student Representative, to the Plan Commission and explained that he can ask any question, but is not allowed to vote.

APPROVAL OF MINUTES

Commissioner Eisenhardt moved, and Alderman Bauman seconded to approve the minutes of October 13, 2015. All were in favor, and the motion carried.

LETTERS & COMMUNICATIONS

None

CITIZEN COMMENTS

None

PUBLIC HEARINGS

A. A Public Hearing to hear public comments regarding a Conditional Use application from Tyler Weavers for property located at 1624 & 1700 S. Teut Road to construct a senior living facility.

- Mayor Miller opened the Public Hearing at 6:31 p.m.
- Vicky View, 1322 S. Teut Road, read a letter she wrote requesting to allow a right turn only access in and out of 1624 & 1700 S. Teut Road to reduce the impact onto S. Teut Road and reduce accidents, if the Certified Survey Map is approved. Ms. View stated the listing broker said there is an easement for the purpose of vehicular access from 1624 & 1700 S. Teut Road to Wal-Mart/Hwy 36 and that this easement does not appear on any map. She would like Council to make sure it is on the map before approval. Ms. View commented that her properties at 1316 & 1322 S. Teut Road are designated business and are being rezoned as business to comply with the 2035 Multi-Jurisdictional Comprehensive Plan. The applicants are deviating from the 2035 Multi-Jurisdictional Comprehensive Plan, but instead will be “spot zoning”. This new senior living facility will have residents with dementia, neurological and cognitive deficiencies. The garbage pick-up in this area is between 3:00 a.m. and 4:00 a.m. and is too loud for the elderly and feels this is not the right location for this facility.
- There were no further comments.

Commissioner Lynch moved, and Commissioner Reesman seconded to close the Public Hearing at 6:37 p.m. All were in favor and the motion carried.

OLD BUSINESS

None

NEW BUSINESS

A. Consideration to recommend approval to the Common Council of a Certified Survey Map from Shawn McKibben for property located at 1624 & 1700 S. Teut Road to use the property as a senior living facility.

- Mayor Miller opened this item for discussion.
- Commissioner Eisenhardt questioned if the Certified Survey Map and Rezone Map Amendment are approved, do the votes still stand if the Conditional Use does not get approved. Patrick Meehan replied yes.
- There were no further comments.

Commissioner Reesman moved, and Commissioner Eisenhardt seconded to recommend approval of a Certified Survey Map, subject to Patrick Meehan's October 30, 2015 and Kapur & Associates' November 4, 2015 memorandums to the Plan Commission as follows:

- It is the understanding of Meehan & Company, Inc. that Milwaukee Avenue is no longer STH 36 and STH 83 and that the segment of Milwaukee Avenue which is contiguous to the subject property is now under the jurisdiction of the City of Burlington. Therefore, the designation of STH 36 & 83 requirement has been met from both Sheets 1 and 2 of the proposed Certified Survey Map as well as from the note indicating "Restricted No Access to STH 36 & 83" requirement has been changed and met to "Restricted No Access to Milwaukee Avenue". As per 236.20 (2(k)) the main chords along Hwy 36 having dots or dashes has been met.
- Section 278-39(A)(2) of Chapter 278 requires that ". . . setbacks . . ." be indicated on the Certified Survey Map, the notation on Sheet 1 of the proposed Certified Survey Map shall be changed from "50' MINIMUM HIGHWAY SETBACK" to "25' MINIMUM STREET YARD AND REAR YARD SETBACK", which has been met.
- Section 278-39(A)(5) of Chapter 278 requires that: *"Existing and proposed contours at vertical intervals of not more than two feet where the slope of the ground surface is less than 10% and of not more than five feet where the slope of the ground surface is 10% or more. Elevations shall be marked on such contours based upon mean sea level. This requirement may be waived if the parcel(s) created is (are) fully developed."* Since the subject property is currently being proposed for the development of a senior living center building consisting of 40 units of assisted living (multiple-family residential dwellings) and 40 units of memory care (that is, a community living arrangement) and an existing topography drawing and detailed grading plan have been submitted by the applicant with the proposed Site Plan for

the proposed development, it is recommended that the Plan Commission and Common Council waive the requirement of Section 278-39(A)(5).

- Section 278-39(A)(8) of Chapter 278 requires the name and address of the property owner of the land to be indicated on the Certified Survey Map. Therefore, the "Prepared for:" note on Sheet 1 of the proposed Certified Survey Map has been changed to "Property Owner:"

All were in favor and the motion carried.

B. Consideration to recommend approval to the Common Council of a Rezone Map Amendment application from Shawn McKibben for property located at 1624 & 1700 S. Teut Road to rezone from B-1 Neighborhood Business District to Rm-4/PUD, Multi-Family Residential with a Planned Unit Development (PUD) Overlay.

- Mayor Miller opened this item for discussion.
- Commissioner Lynch stated years ago this property was reviewed and approved for Rewald Electric, the strip mall and Wal-Mart. He is concerned about this senior living facility being placed in the middle of a business district which may not be an appropriate use for this land.
- Shawn McKibben, representative for Oak Park Place, gave a presentation of this project. He stated Oak Park Place is operated as a business for senior living and is too large of a building to place in the center of a residential neighborhood. Oak Park Place seeks major corners for ease of access, visibility and convenience for families to be surrounded by businesses for the ability to shop for them. Mr. McKibben stated this particular facility is a senior living for memory care and assisted living and not seniors with cognitive disabilities. There will be minimal traffic since the memory care seniors cannot drive and only about 5% of the assisted living have cars. The peak staff during the day would consist of about 22 people, some of which may be dropped off to work or carpool. Oak Park Place provides transportation services for those residents who need to go to a store.
- Ms. Walters asked Mr. McKibben what other site locations they had looked at, for possibly a better fit. Mr. McKibben stated they looked at six other sites; near the hospital, south side of the bypass and S. Pine Street, a few different areas near Browns Lake Drive and Hwy W, north of the proposed site on Milwaukee Avenue and outside of Kohl's had a building restriction for only 4 acres, and 6 acres is what the building was designed for. Mr. McKibben stated that these locations were not large enough and some had wetlands.
- Patrick Meehan commented on the spot zoning issue, that was mentioned earlier, means that someone is granted more development rights than the surrounding properties, but in this case they are asking for less development rights. Patrick Meehan questioned what the cost per square foot of the facility is. Mr. McKibben replied that the cost of the building itself is about \$100.00 per square foot without land. Patrick Meehan stated there are more parking spaces required for commercial, but because this is wanting to be zoned as Residential with a Planned Unit Development it will require less parking spaces.

- Commissioner Tully stated he was familiar with Pine Brook Pointe and wanted to know how that compared with this facility. Mr. McKibben stated it is all senior living with half of it as assisted living requiring minimal care, which consists of studio and one bedroom apartments, and the other half is memory care. Phase II will be independent living known as senior apartments. Commissioner Tully questioned Commissioner Lynch if it would be more logical to have this area not be a full-blown commercial area with restaurants and shopping. This senior living would help off-set the busy Wal-Mart and strip mall. Commissioner Lynch stated even though this is run like a business, every apartment would be a business then, but the City does not treat it like a business, rather a "High Density Residential". Commissioner Tully stated it is the buyer who is choosing to put residential units in a commercial area. Commissioner Lynch stated this is zoned as commercial and why is the City wanting to change it. Commissioner Lynch is also concerned since Phase II will be independent living, there will be more traffic with the 25-30 units. Patrick Meehan stated he sees no problem with traffic compared to if it stays zoned as commercial. Alderman Bauman stated that he compares this facility to the Boardwalk Apartments with the surrounding strip being commercial. Patrick Meehan stated that this residential zoning is inconsistent with the comprehensive plan amendment. Ms. View questioned what the point of having a comprehensive plan amendment if it can be changed. Mr. McKibben stated comprehensive plans change frequently because over time things evolve and peoples' wants and needs change of wanting to live where the activity is. Commissioner Lynch questioned why there is no walkway to Wal-Mart if their desire is to have this facility near businesses. Mr. McKibben stated their memory care residents would not be walking around but in the future the independent living residents might be. Mr. McKibben stated Oak Park Place would never build where their residents would not be happy with what is across the street. Mr. McKibben also stated that it is more common for residential use to be in a commercial location. Ms. View was concerned that residents were being put in a commercial district and do not want to be next to a Wal-Mart or have another business across the street from them. She feels this is not a very good fit. Ms. View is also concerned that the 2035 Multi-Jurisdictional Plan Amendment supposed to determine the growth through 2035 is already changing.
- Jack Baker, 141 W. Chandler Boulevard, Burlington, realtor listing this property, thought this would be a slam dunk because it took a lot of pressure off of traffic on S. Teut Road and thought this facility was not appropriate for a subdivision area. It would also collect tax dollars, create jobs and have no impact on the schools. Ms. View wanted to know how many emergency calls they get a year, since S. Teut Road is flooded with emergency calls already. Mr. McKibben stated there are not that many since this facility will not have skilled nursing, which is like a nursing home.
- Mayor Miller stated that Multi-Jurisdictional Plan is just a plan that is not set in stone and can accommodate changes to land use and growth. When this plan was put together for the land between S. Teut Road and Milwaukee Avenue it was to act as a buffer zone for the property west of S. Teut Road, which was to be zoned for the most part residential. Mr. Baker stated that it is hard enough to sell or lease commercial businesses currently, so why not change it to residential. Ms. View commented that Julie Anderson, head of Planning and Zoning for Professional Land Use Plan of Racine County, wanted west of S. Teut Road to be larger businesses, then smaller businesses, then smaller residential and after that larger scale residential and with this zoning change, steps are being missed by putting residents in the middle of a business corridor.

- There were no further comments.

Commissioner Eisenhardt moved, and Alderman Bauman seconded to recommend approval for a Rezone Map Amendment, subject to Patrick Meehan's October 30, 2015 memorandum to the Plan Commission as follows:

- That all of the portion of the subject property currently shown as zoned in the B-1 Neighborhood Business District be rezoned by the Common Council to the Rm-4 Multiple-Family Residential District with the PUD Planned Unit Development Overlay District zoning classification.

All were in favor and the motion carried.

C. Consideration to approve Resolution No. 22 to amend the Multi-Jurisdictional Comprehensive Plan for property located at 1624 & 1700 S. Teut Road from Commercial to High Density Residential.

- Mayor Miller opened this item for discussion.
- There were no comments.

Commissioner Tully moved, and Commissioner Reesman seconded to recommend approval of Resolution No. 22 to amend the Racine County Multi-Jurisdictional Comprehensive Plan from Commercial to High Density Residential, subject to Patrick Meehan's October 30, 2015 memorandum to the Plan Commission as follows:

- The comprehensive plan map for the City of Burlington (as it relates to the subject property) be amended by the City of Burlington from the "COMMERCIAL" land use designation to the "HIGH DENSITY RESIDENTIAL" land use designation.
- The proposed comprehensive plan amendment is consistent with the goals, objectives, and policies of the plan and will not lead to any detrimental environmental effects.
- The proposed comprehensive plan amendment is compatible with surrounding land uses when not only considering the abutting existing land uses.
- The proposed comprehensive plan amendment would not over burden existing local and county facilities and services and such facilities and services are adequate to serve the type of development associated with the amendment.
- The proposed comprehensive plan amendment will enhance economic development within the City and County.
- The proposed comprehensive plan amendment is in substantial agreement with the recommendations of the regional land use plan since the regional plan calls for urban type development in the area.

- That the Common Council amend by ordinance (prepared by the City Attorney) the Comprehensive Plan as it pertains to those portions of the subject property currently shown as "Commercial" land use classification for a change to the "High Density Residential (less than 6,200 sq. ft. per dwelling)" land use classification.

All were in favor and the motion carried.

D. Consideration to approve a Conditional Use and Site Plan application from Tyler Weavers for property located at 1624 & 1700 S. Teut Road to construct Oak Park Place a senior living facility for Phase 1 only.

- Mayor Miller opened this item for discussion.
- Commissioner Lynch stated that he would like to see a sidewalk access attached to the existing sidewalk where there is a stub that butts up to the proposed property, from Wal-Mart to the strip mall.
- There were no further comments.

Commissioner Lynch moved, and Alderman Bauman seconded to recommend a conditional approval of a Conditional Use and Site Plan for property located at 1624 & 1700 S. Teut Road to construct a senior living facility contingent on having an attachment to the existing sidewalk on the adjacent property and "Prior to construction, Applicant, and Applicant's business entity(ies) for this project (collectively, "Applicant"), shall execute and deliver to the City a Hold Harmless Agreement, to be drafted by the Burlington City Attorney, providing for Applicant to reimburse the City for the cost of any repairs required to be made to the City's roads as a result of damage done to the roads by the vehicles and/or construction equipment conducting the construction activities for Applicant's project", subject to Patrick Meehan's October 30, 2015 and Kapur & Associates' November 4, 2015 memorandums to the Plan Commission as follows:

- The Plan Commission approve the Conditional Use Permit for Phase I ONLY consisting of 40 units of assisted living and 40 units of memory care (a type of "community living arrangements which have a capacity for 16 persons or more") subject to the Common Council's rezoning of the subject property to the Rm-4/PUD Districts.
- That additional plans for PHASE II shall be submitted for City of Burlington review, approval, and City Zoning ordinance required public hearings as amendments to the PUD Planned Unit Development Overlay District, following the same procedures as required under the provisions of Section 315-43 of the City Zoning Ordinance for the PUD Planned Unit Development Overlay District, the Site Plan requirements of Section 315-137(C) of the City Zoning Ordinance, and the conduct of the required public hearings including any public hearings required for any PHASE II proposals requiring a Conditional Use.
- Section 315-48(M) of the City Zoning Ordinance require a single row and aisle of 90-degree parking spaces need to be a minimum of 45 feet in width and double row and aisle of 90-degree parking spaces need to be a minimum of 65 feet in width.

The proposed parking lot areas do NOT meet this requirement since the single row and aisle of 90-degree parking spaces located on the southwestern portion of the property are proposed to be only 42 feet in width and those located around the proposed circular drive in the northeast portion of the subject property are 44 feet in width. Also, the double row and aisle of 90-degree parking spaces located in the northeast portion of the property are only 64 feet in width. The revised plans shall be resubmitted to City staff for review for compliance.

- Section 315-48(H) and Table 4 of the City Zoning Ordinance, off-street parking for persons with disabilities shall be met and indicated on the Site Plan. Under these requirements and assuming a total number of 52 proposed outdoor, off-street parking stalls, a total of three (3) accessible off-street parking spaces is required to be provided for the outdoor parking area. This requirement does NOT appear to be met. Therefore, ALL of the applicable affected plans for the proposed development shall be modified accordingly to meet ALL the requirements of Section 315-48(H) and Table 4 of the City Zoning Ordinance and the revised plans shall be resubmitted to City staff for review for compliance.
- Section 315-48(G) of the City Zoning Ordinance requires that all off-street parking areas serving five (5) or more vehicles shall have all parking stalls permanently marked by painted lines or other approved material, and said marking shall be maintained so as to be legible at all times. This requirement shall be met prior to the issuance of an Occupancy Permit.
- Characteristics of soils related to contemplated specific uses shall be submitted by the applicant if requested by the City Engineer.
- If the development is to be staged, a staging plan. NOTE: The development has been indicated by the applicant as a two Phase development in the applicant's submitted document titled "Oak Park Place Burlington: Proposed Senior Living Center Narrative". The current plans submitted are for Phase I ONLY and additional plans for Phase II shall be submitted as an amendment to the PUD Planned Unit Development Overlay District and the required Site Plans and possibly the Conditional Use.
- Section 315-43(K)((2)(b) of the City Zoning Ordinance, plans submitted for detailed approval shall be sufficiently precise and all items that are required to be identified by the Common Council shall be presented. Also, a letter of credit for all improvements shall be submitted before final approval is given. The proposed plans submitted appear to have met the requirements of "detailed plans".
- Existing and general location of proposed sanitary sewers, storm sewers (including direction of flow), water mains, and fire hydrants noted on the site plan. All locations for the proposed connections to such utilities shall be indicated on the site plan. No building permit shall be issued until any needed sanitary, storm sewer and water mains have been installed and approved by the City. Location of any proposed storm-water management facilities, including detention/retention area(s) noted on the site plan. Storm-water calculations which justify the storm-water detention/retention area(s) shall be submitted.

- The Geotechnical report recommend 3.5 inches of asphalt for the light duty section (Parking Stalls) for the project and 4.5 inches for heavy duty areas (Drive Lanes), however only 3 inches were specified on the plans.
- Provide detailed paving plan for sidewalk, asphalt, curb, and retaining walls.
- No Occupancy Permits shall be issued until private drives and parking areas have been paved by the owner except for the final lift of asphalt and the gas, telephone, and electrical services have been installed by the owner and are in operation.
- If outdoor lighting is proposed, lighting data shall be submitted which indicates the location, type, and illumination level (in foot-candles) of all outdoor lighting.
- Location of all existing and proposed easements on the site, including natural resource protection and mitigation area easements, landscape easements, access easements, utility easements, and all other easements, shall be noted on the site plan.
- Fire Sprinkler and Fire Alarm Systems are required by the City of Burlington code. Requirements for an Access Box system applies to this project. Fire Department access roads and fire lanes require a minimum width of 30 feet. The drive lanes double loaded with parking are required to be 25 feet per ordinance 315-48(m). The Plans provide 24 feet through the parking lot and on the western road entrance. The 22 feet drive aisle south of pond B does not meet the required 25-foot width per ordinance 315-48(m). An Integral Curb detail shall be provided for the sidewalk around the entry area and curb and gutter should be added at the entrance radius to S. Teut road.
- That any engineering (including grading, erosion control, and utility plans) and/or storm-water management plans for the proposed development shall be reviewed and approved by the City Engineer prior to construction.

All were in favor and the motion carried.

E. Consideration to recommend approval to the Common Council of an Extraterritorial Certified Survey Map from Gail Ketterhagen for property located at 5741 Brever Road in the Town of Burlington.

- Mayor Miller opened this item for discussion.
- Patrick Meehan stated that our subdivision ordinance allows us to review anything within 3 miles of the City of Burlington.
- There were no further comments.

Commissioner Tully moved, and Commissioner Reesman seconded to recommend approval of a Certified Survey Map at 5741 Brever Road in the Town of Burlington.

All were in favor and the motion carried.

ADJOURNMENT

Alderman Bauman moved, and Commissioner Eisenhardt seconded to adjourn the meeting at 7:29 p.m.
All were in favor and the motion carried.

Recording Secretary
Kristine Anderson
Administrative Assistant

**Housing Authority of City of Burlington Wisconsin
Riverview Manor
November 18, 2015**

The regular monthly meeting of the Housing Authority of City of Burlington Wisconsin was held on Wednesday, November 18, 2015 at 6:00 P.M. at Riverview Manor. The meeting was called to order by Chairman Lapp at 6:13 p.m.

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

MINUTES: Minutes from the regular monthly meeting held October 22, 2015, were reviewed and approved as written with a motion by Merten, seconded by Stublely, and carried unanimously.

FINANCIAL REPORT: Reserve Account balances as of October 31, 2015 (See statement balance sheet)

OCCUPANCY REPORT: Manager Olson reported 48 on the waiting list for 1 bedroom units and 8 for 2 bedroom units.

BUILDING AND MAINTENANCE: Manager Olson received a proposed design from Nobius Press for the new outdoor sign at the entrance to the parking lot at Riverview Manor. The board approved the sign design but requested that Manager Olson research the color options with Sandy Wagner at Nobius Press.

Manager Olson submitted the application to Focus on Energy and is waiting for a response.

Manager Olson informed board members that the jelly jar lights at the building exits at RVM are original to the building and are in dire need of replacement. She will contact an electrician to discuss options for new lights and obtain costs.

The carpet at the Southeast entrance to the building at RVM gets wet with excessive moisture from the wind driving from that direction during heavy rainfalls. The board members previously approved a bid from D.M. Ketterhagen to replace the door and cement at that entrance, which should alleviate the problem. Manager Olson will contact D.M. Ketterhagen again to inquire the possibility of the project being done now or at a later date.

A resident recently reported she had water dripping from the exhaust fan in her bathroom. Manager Olson contacted Tom Fitzpatrick at Mather's and he informed her that the water was coming in from the bath exhaust vent on the roof due to the recent hard rain and winds. There was no damage done in the unit and nothing that can be done for the rare occasions that the wind is in the precise direction that it blows snow into the roof vent.

Manager Olson reported that the gutters have been cleaned and fall maintenance was done on the boilers and furnace.

MPR UPDATE: There is an issue with some of the cabinets/drawers installed during the revitalization project. Manager Olson contacted Chris Hand from WMC and he is expected to be conducting a unit-by-unit walk-through concerning the problem with her on December 4th for discussion and inspection of all units.

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

NEW BUSINESS: Manager Olson discussed with board members an application she recently received. She discovered the individual had extensive past due/charge off from WE Energies bills. Board members agreed, as is past and current practice to reject any applicant based on his or her history regarding unpaid utilities.

Manager Olson presented the new letterhead, envelopes and business cards designed by Nobius Press to board members.

Residents at RVM recently attended an in-house safety meeting presented by Burlington Fire Dept. that covered a variety of safety issues. Manager Olson commented that she felt the program was very worthwhile and well received by residents.

UNFINISHED BUSINESS: Manager Olson and board members again discussed the need for changes to the Management Plan. Manager Olson stated it needs to start with our proposed changes being forwarded to Rural Development for their approval.

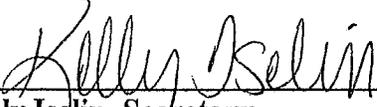
OTHER BUSINESS: Board members discussed the work performance of maintenance employee (Vic Rubach) and based on his performance, a motion was made by Iselin, seconded by Heck to increase his hourly rate with a \$2.00 raise, effective January 1, 2016.

Burlington Rehab and Care Center contacted Manager Olson regarding a program offered consisting of blood pressure screening and other healthy tools they can offer at no cost to residents or RVM.

There were no resident comments.

ADJOURNMENT

There being no further business, motion to adjourn was made by Stublely, seconded by Merten and carried unanimously. Meeting adjourned at 8:00 P.M. The next monthly meeting has been tentatively scheduled for December 9, 2015 at 6:00 P.M.



Kelly Iselin, Secretary



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: December 15, 2015
Submitted By: Steve DeQuaker, Treasurer	Subject: Prepays and Vouchers

Details:

Attached please find the Prepaid and Voucher list for bills accrued through December 15, 2015:

Total Prepays:	\$1,013,470.76
Total Vouchers:	\$118,236.98
Reimbursements:	\$1,290.55
Grand Total:	<u><u>\$1,132,998.29</u></u>

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

- Financial Remarks: 5 Largest Disbursements on Prepays and Vouchers**
1. Townsend Construction Inc. – Burlington TID #5 Utility & Street Improvements, Phase 2 \$657,925.11
 2. Globe Contractors Inc. – Burlington TID #5 Utility & Street Improvements, Phase 1 \$296,214.91
 3. Kapur & Associates, Inc. – Utility Planning & Design for TIF #5 \$28,788.38
 4. We Energies – Electric Service for 10/22/15 to 11/21/15 for the WWTP \$14,198.47
 5. GovHR USA – Final 50% of the Full Fee for the Recruitment of the Director of Public Works \$9,026.79

Executive Action:
Staff recommends that the Common Council accept these Prepays and Vouchers in the amount of \$1,132,998.29 at the December 15, 2015 Common Council meeting.

For Council Approval December 15, 2015

Prepays:	12/04/15	\$1,013,470.76
Vouchers:	12/15/15	\$118,236.98
Reimbursements:	11/25/15	\$1,290.55
GRAND TOTAL		<u><u>\$1,132,998.29</u></u>

Report Criteria:

Detail report.
Invoices with totals above \$0 included.
Paid and unpaid invoices included.

Vendor Number	Vendor Name	Description	Invoice Number	Invoice Date	Extended Price	GL Period
100-444412-000 PARKING VIOLATIONS						
8966	JUNION, KAYLA	Refund: paid City s/b Township	896825	11/22/2015	25.00	1215
8967	WARD, BILL	Refund: Pd City s/b Township	11/26/15	11/26/2015	25.00	1215
Total 100-444412-000 PARKING VIOLATIONS:					50.00	
100-454521-001 BOND FEES						
2485	RACINE COUNTY CLERK OF COURTS	Trantham, Brandon; Case: 15-4304	TRANTHAM	12/01/2015	685.00	1215
7367	RACINE POLICE DEPARTMENT	Zeharah, Dzbinski; Case: 14-051334	DZBINSKI	11/25/2015	212.80	1215
7430	WAUKESHA COUNTY SHERIFF'S DEPT	Slomski, Aaron; Case: 66498	SLOMSKI	11/19/2015	560.00	1215
8783	RACINE COUNTY CHILD SUPPORT	Lopes, J.; Case: 13-509	LOPES	11/24/2015	2,035.00	1215
Total 100-454521-001 BOND FEES:					3,492.80	
100-515132-153 ADMIN - EBC						
5090	EMPLOYEE BENEFITS CORPORATION	EBC ADMINISTRATION	5090	11/15/2015	7.17	1215
5090	EMPLOYEE BENEFITS CORPORATION	EBC RENEWAL FEE	5090	11/15/2015	700.00	1215
Total 100-515132-153 ADMIN - EBC:					707.17	
100-515132-220 ADMIN - UTILITIES						
3330	WE ENERGIES	5843-033-004 300 N Pine St	5843033004NOV15	11/23/2015	352.32	1215
Total 100-515132-220 ADMIN - UTILITIES:					352.32	
100-515132-225 ADMIN - TELEPHONE						
7343	AT & T	AT & T ADMIN 262 R59-7549 674 8	262R59754911	11/28/2015	250.84	1215
Total 100-515132-225 ADMIN - TELEPHONE:					250.84	
100-515141-153 FINANCE - EMPLOYEE BENEFITS						
5090	EMPLOYEE BENEFITS CORPORATION	EBC FINANCE	5090	11/15/2015	.42	1215
Total 100-515141-153 FINANCE - EMPLOYEE BENEFITS:					.42	
100-515141-220 FINANCE - UTILITY SERVICES						
3330	WE ENERGIES	5843-033-004 300 N Pine St	5843033004NOV15	11/23/2015	213.91	1215
Total 100-515141-220 FINANCE - UTILITY SERVICES:					213.91	
100-515141-225 FINANCE - TELEPHONE						
7343	AT & T	AT & T FINANCE 262 R59-7549 674 8	262R59754911	11/28/2015	150.50	1215
Total 100-515141-225 FINANCE - TELEPHONE:					150.50	
100-525211-153 POLICE - EMP BENEFITS COOP						
5090	EMPLOYEE BENEFITS CORPORATION	EBC POLICE	5090	11/15/2015	5.21	1215
Total 100-525211-153 POLICE - EMP BENEFITS COOP:					5.21	
100-525211-225 POLICE - TELEPHONE						
7343	AT & T	AT & T POLICE 262 R59-7549 674 8	262R59754911	11/28/2015	401.34	1215

prepay
12-04-2015

1

Vendor Number	Vendor Name	Description	Invoice Number	Invoice Date	Extended Price	GL Period
Total 100-525211-225 POLICE - TELEPHONE:					401.34	
100-525211-344 POLICE - JANITOR SUPPLIES						
1140	ELKHORN CHEMICAL & PACKAGING	Police Dept. Janitor Supplies	56709	10/01/2015	63.54	1215
Total 100-525211-344 POLICE - JANITOR SUPPLIES:					63.54	
100-525220-153 FIRE - EMPLOYEE BENEFITS						
5090	EMPLOYEE BENEFITS CORPORATION	EBC FIRE	5090	11/15/2015	8.33	1215
Total 100-525220-153 FIRE - EMPLOYEE BENEFITS:					8.33	
100-525220-220 FIRE - UTILITY SERVICES						
3330	WE ENERGIES	8403-026-057 Fire Department	8403026057NOV15	11/18/2015	853.79	1215
Total 100-525220-220 FIRE - UTILITY SERVICES:					853.79	
100-525231-220 BLDG INSP UTILITIES						
3330	WE ENERGIES	5843-033-004 300 N Pine St	5843033004NOV15	11/23/2015	62.91	1215
Total 100-525231-220 BLDG INSP UTILITIES:					62.91	
100-535321-225 STREETS - TELEPHONE						
4485	TDS	TDS DPW 262-539-3770 (SPLIT)	262-539-3770 11/15	11/19/2015	76.36	1215
Total 100-535321-225 STREETS - TELEPHONE:					76.36	
100-535321-261 STREETS - LIGHTING						
3330	WE ENERGIES	0455-414-409 Traffic Lights	0455414409NOV15	11/16/2015	205.91	1215
3330	WE ENERGIES	4404-149-064 300 N Main St	4404149064NOV15	11/16/2015	61.71	1215
Total 100-535321-261 STREETS - LIGHTING:					267.62	
100-535321-351 STREETS - MAINT CURB,GUT,SWKS						
4270	GLOBE CONTRACTORS INC.	TID #5 Utility & Street Improvements, Phase 1	TID #5 PMNT4	11/09/2015	1,327.41	1215
Total 100-535321-351 STREETS - MAINT CURB,GUT,SWKS:					1,327.41	
100-555551-220 PARKS - UTILITIES						
3330	WE ENERGIES	0435-566-939 Washington & Main SE	0435566939NOV15	11/17/2015	61.45	1215
Total 100-555551-220 PARKS - UTILITIES:					61.45	
100-555551-225 PARKS - TELEPHONE						
4485	TDS	TDS DPW 262-539-3770 (SPLIT)	262-539-3770 11/15	11/19/2015	38.18	1215
Total 100-555551-225 PARKS - TELEPHONE:					38.18	
251-555511-153 EMPLOYEE BENEFITS						
5090	EMPLOYEE BENEFITS CORPORATION	EBC LIBRARY	5090	11/15/2015	9.90	1215
Total 251-555511-153 EMPLOYEE BENEFITS:					9.90	
251-555511-225 TELEPHONE						
5364	DIGICORP	Digicorp - Library phone changes	310844	11/30/2015	57.50	1215
7343	AT & T	AT & T LIBRARY 262 R59-7549 674 8	262R59754911	11/28/2015	200.67	1215

Vendor Number	Vendor Name	Description	Invoice Number	Invoice Date	Extended Price	GL Period
Total 251-555511-225 TELEPHONE:					258.17	
251-555511-247 REPAIR,MAINTENANCE BUILDING						
1951	MENARDS	MENARDS LIBRARY BLDG MAINT	93074	12/04/2015	12.58	1215
2590	REINEMANS, INC.	building maint. - repair toilet	88924	11/30/2015	14.39	1215
2590	REINEMANS, INC.	building maint. - supplies	89945	11/30/2015	92.85	1215
Total 251-555511-247 REPAIR,MAINTENANCE BUILDING:					119.82	
251-555511-310 OFFICE SUPPLIES, POSTAGE						
1010	DEMCO	plastic book bags	5697150	11/30/2015	66.41	1215
1010	DEMCO	Tech Services Supplies	5728949	11/30/2015	237.26	1215
3635	RICHTER'S MARKETPLACE	Richter's Marketplace - supplies	110915RM	11/30/2015	74.73	1215
Total 251-555511-310 OFFICE SUPPLIES, POSTAGE:					378.40	
251-555511-327 MATERIALS						
300	BAKER & TAYLOR	BAKER & TAYLOR CHILDRENS BOOKS	20131304685	11/30/2015	603.31	1215
300	BAKER & TAYLOR	BAKER & TAYLOR LIBRARY MATERIALS	2031337117	11/30/2015	2,768.19	1215
302	BAKER & TAYLOR CONT. SERVICE	BAKER & TAYLOR LIBRARY ADULT MATERIALS	5013878314	11/30/2015	143.47	1215
1561	CENTER POINT LARGE PRINT	Large Print Material	1337789	11/30/2015	293.79	1215
1630	JOURNAL TIMES	JOURNAL TIMES SUBSCRIPTION LIBRARY	130-0003762 2015	11/10/2015	280.80	1215
1910	MARSHALL CAVENDISH CORPORATION	MARSHALL CAVENDISH LIBRARY MATERIALS	3016991	11/30/2015	177.90	1215
3011	VALUE LINE PUBLISHING, LLC.	Library - Investment Publication	11153311	11/30/2015	1,300.00	1215
3210	THE H W WILSON COMPANY INC	REFERENCE MATERIALS	1115HWW	11/30/2015	216.00	1215
3529	RECORDED BOOKS LLC	AUDIOBOOKS	75233127	11/30/2015	39.44	1215
4072	MICROMARKETING ASSOCIATES	Adult Materials	593846	11/30/2015	17.99	1215
4072	MICROMARKETING ASSOCIATES	Audiobooks	594460	11/30/2015	422.94	1215
5630	AMAZON.COM/GE MONEY	AMAZON .COM LIBRARY MATERIALS	1115AMAZ1	11/30/2015	18.75	1215
7607	MIDWEST TAPE, LLC	MIDWEST TAPE LIBRARY CD'S	93347848	11/30/2015	26.98	1215
7607	MIDWEST TAPE, LLC	audiobooks	93395225	11/30/2015	91.98	1215
7607	MIDWEST TAPE, LLC	MIDWEST TAPE LIBRARY DVD'S	93418405	11/30/2015	768.68	1215
7607	MIDWEST TAPE, LLC	MIDWEST TAPE LIBRARY DVD'S	93418406	11/30/2015	531.66	1215
7682	TASTE OF HOME	TASTE OF HOME COOKBOOKS	1115TOH	11/30/2015	33.74	1215
Total 251-555511-327 MATERIALS:					7,735.62	
452-565641-298 TID 5 CONTRACT SERVICES						
4270	GLOBE CONTRACTORS INC.	TID #5 Utility & Street Improvements, Phase 1	TID #5 PMNT4	11/09/2015	294,887.50	1215
8943	TOWNSEND CONSTRUCTION INC.	TID #5 Utility & Street Improvements Phase 2	TID #5 PMNT 5	11/09/2015	657,925.11	1215
Total 452-565641-298 TID 5 CONTRACT SERVICES:					952,812.61	
465-555551-804 PARKS CAPITAL OUTLAY P O EQUIP						
2871	TCF EQUIPMENT FINANCE, INC	Mower Financing- Contrat # 008-0658807-300	4388564	11/15/2015	343.28	1215
Total 465-555551-804 PARKS CAPITAL OUTLAY P O EQUIP:					343.28	
621-575740-153 EMPLOYEE BENEFITS						
5090	EMPLOYEE BENEFITS CORPORATION	EBC WWTP	5090	11/15/2015	8.33	1215
Total 621-575740-153 EMPLOYEE BENEFITS:					8.33	
621-575740-220 WWTP-ELECTRIC						
3330	WE ENERGIES	0469-455-267 Highway 11 E State St	0469455267NOV15	11/16/2015	115.75	1215
3330	WE ENERGIES	1887-026-576 Sewer Treat PLT	1887026576NOV15	11/21/2015	14,198.47	1215
3330	WE ENERGIES	3602-583-285 4302 Lake St	3602583285NOV15	11/17/2015	27.63	1215

Vendor Number	Vendor Name	Description	Invoice Number	Invoice Date	Extended Price	GL Period
3330	WE ENERGIES	4847-248-215 S Of Yahnke Rd/Pump Sta	4847248215NOV15	11/19/2015	168.21	1215
3330	WE ENERGIES	4897-650-087 Springbrook - Lift Station	4897650087NOV15	11/22/2015	57.06	1215
3330	WE ENERGIES	6212-377-525 Water Sanitation	6212377525OCT15	11/23/2015	2,807.14	1215
Total 621-575740-220 WWTP-ELECTRIC:					17,374.26	
621-575740-222 GAS						
3330	WE ENERGIES	0862-239-067 2100 Pine Street	0862239067NOV15	11/22/2015	2,558.82	1215
3330	WE ENERGIES	2663-378-614 624 S Pine St	2663378614NOV15	11/22/2015	10.23	1215
Total 621-575740-222 GAS:					2,569.05	
621-575740-225 TELEPHONE						
4485	TDS	TDS WWTP 262-539-3646	262-539-3646 11/15	11/19/2015	184.23	1215
Total 621-575740-225 TELEPHONE:					184.23	
621-575740-310 OFFICE SUPPLIES, POSTAGE						
2360	PETTY CASH WWTP	PETTY CASH WWTP POST OFFICE	NOV2015	11/30/2015	49.00	1215
5934	TIME WARNER CABLE-MLW	Time Warner WWTP Acct # 702658601	702658601 11/15	11/17/2015	124.94	1215
Total 621-575740-310 OFFICE SUPPLIES, POSTAGE:					173.94	
621-575740-371 REG/PERMITS/OUTSIDE TESTING						
6928	WDATCP	RENEWAL LABORATORY CERTIFICATION	115101-D3	11/23/2015	340.00	1215
Total 621-575740-371 REG/PERMITS/OUTSIDE TESTING:					340.00	
621-575740-374 SAFETY						
2360	PETTY CASH WWTP	PETTY CASH WWTP RICHTER'S	NOV2015	11/30/2015	32.55	1215
Total 621-575740-374 SAFETY:					32.55	
622-506220-000 POWER						
3330	WE ENERGIES	0882-547-355 Municipal Well	0882547355NOV15	11/23/2015	3,371.69	1215
3330	WE ENERGIES	3076-628-864 Water Commission	3076628864NOV15	11/24/2015	2,715.98	1215
3330	WE ENERGIES	3267-293-366 Water Department	3267293366NOV15	11/22/2015	709.86	1215
3330	WE ENERGIES	3457-108-505 Well #7	3457108505NOV15	11/24/2015	3,477.24	1215
3330	WE ENERGIES	6271-254-861 Well #9	6271254861NOV15	11/23/2015	3,342.39	1215
3330	WE ENERGIES	7255-465-187 Municipal Well Filter Building	7255465187NOV15	11/22/2015	184.21	1215
3330	WE ENERGIES	8682-353-384 Well #10 (split)	8682353384NOV15	11/23/2015	4,115.40	1215
Total 622-506220-000 POWER:					17,916.77	
622-506230-000 SUPPLIES						
3330	WE ENERGIES	0882-547-355 Municipal Well	0882547355NOV15	11/23/2015	40.60	1215
3330	WE ENERGIES	6271-254-861 Well #9	6271254861NOV15	11/23/2015	35.27	1215
3330	WE ENERGIES	6499-874-589 801 Weiler Rd	6499874589NOV15	11/22/2015	22.70	1215
3330	WE ENERGIES	8682-353-384 Well #10 (split)	8682353384NOV15	11/23/2015	41.06	1215
3330	WE ENERGIES	9259-879-303 Karyl St Well 10 Bear Meadow	9259879303NOV15	11/23/2015	11.23	1215
Total 622-506230-000 SUPPLIES:					150.86	
622-509210-000 OFFICE SUPPLY						
4485	TDS	TDS DPW 262-539-3770 (SPLIT)	262-539-3770 11/15	11/19/2015	76.36	1215
Total 622-509210-000 OFFICE SUPPLY:					76.36	

Vendor Number	Vendor Name	Description	Invoice Number	Invoice Date	Extended Price	GL Period
622-509260-153	EMPLOYEE BENEFITS					
5090	EMPLOYEE BENEFITS CORPORATION	EBC WATER	5090	11/15/2015	10.64	1215
Total 622-509260-153 EMPLOYEE BENEFITS:					10.64	
623-575740-225	TELEPHONE					
7343	AT & T	AT & T Airport 262 757-0907 307 4	26275709071115	11/25/2015	98.17	1215
Total 623-575740-225 TELEPHONE:					98.17	
875-232000	MUNICIPAL COURT DEP					
2520	RACINE COUNTY TREASURER	RA CO JAIL SURCHARGES	2015NOV	12/01/2015	820.00	1215
2520	RACINE COUNTY TREASURER	RA CO DRIVER IMP SURCHARGES	2015NOV	12/01/2015	462.80	1215
7140	ST OF WISC CONTROLLER'S OFFICE	ST OF WI CONTROLLER OFFICE NOV REMIT	2015NOV	11/30/2015	3,210.90	1215
Total 875-232000 MUNICIPAL COURT DEP:					4,493.70	
Grand Totals:					1,013,470.76	

Dated: _____

Motion for Approval by: _____

Motion Seconded by: _____

Report Criteria:

- Detail report.
- Invoices with totals above \$0 included.
- Paid and unpaid invoices included.

Report Criteria:

Detail report.
Invoices with totals above \$0 included.
Paid and unpaid invoices included.

Vendor Number	Vendor Name	Description	Invoice Number	Invoice Date	Extended Price	GL Period
100-160000 PREPAID EXPENDITURES						
3430	ZAREK INSURANCE, INC.	LIAB EMC AUDIT	7420	12/01/2015	1,441.00	1215
Total 100-160000 PREPAID EXPENDITURES:					1,441.00	
100-515111-390 CITY COUNCIL - SUPP & OTH EXP						
2682	GOOSEBERRIES	Fresh Arrangement - Funeral	72680	11/09/2015	100.00	1215
Total 100-515111-390 CITY COUNCIL - SUPP & OTH EXP:					100.00	
100-515121-243 MUNI COURT - SERVICE CONTRACTS						
1584	JAMES IMAGING SYSTEMS, INC.	Muni Toshiba ES550	640648	11/17/2015	16.72	1215
Total 100-515121-243 MUNI COURT - SERVICE CONTRACTS:					16.72	
100-515121-310 MUNI COURT - OFFICE SUPPLIES						
5906	MINUTEMAN PRESS OF BURLINGTON	Minuteman - Pre-Trial Slips	25511	11/19/2015	62.99	1215
Total 100-515121-310 MUNI COURT - OFFICE SUPPLIES:					62.99	
100-515132-248 REPAIRS & MAINT BUILDING						
8969	HONEYWELL INTERNATIONAL INC	Charges for ESPC M&V Services	5234640617	11/17/2015	948.22	1215
Total 100-515132-248 REPAIRS & MAINT BUILDING:					948.22	
100-515132-298 ADMIN - CONTRACT SERVICES						
8173	GovHR USA, LLC	recruitment & selection of a Director of Public Works	3-12-15-288	12/08/2015	9,026.79	1215
Total 100-515132-298 ADMIN - CONTRACT SERVICES:					9,026.79	
100-515132-310 ADMIN - OFF SUPP-POSTAGE						
1216	Office Copying Equipment, LTD	Admin copies	C321804	11/30/2015	295.04	1215
7679	STAPLES ADVANTAGE	STAPLES ADMIN OFFICE SUPPLIES	8037010918	11/28/2015	21.18	1215
8955	COMPLETE OFFICE OF WISCONSIN	Office Supplies	444331	11/02/2015	17.33	1215
8955	COMPLETE OFFICE OF WISCONSIN	Office Supplies	448333	11/06/2015	93.34	1215
Total 100-515132-310 ADMIN - OFF SUPP-POSTAGE:					426.89	
100-515132-399 ADMIN - SUNDRY EXPENSES						
3635	RICHTER'S MARKETPLACE	Water Refill	11/25/15CH	11/25/2015	3.90	1215
Total 100-515132-399 ADMIN - SUNDRY EXPENSES:					3.90	
100-515141-298 FINANCE - CONTRACT SERVICES						
8646	EHLERS INVESTMENT PARTNERS	Monthly Management Fee	113015	11/30/2015	216.78	1215
Total 100-515141-298 FINANCE - CONTRACT SERVICES:					216.78	
100-515141-310 FINANCE - OFFICE SUPP/POSTAGE						
8955	COMPLETE OFFICE OF WISCONSIN	Office Supplies	454059	11/16/2015	15.99	1215
8955	COMPLETE OFFICE OF WISCONSIN	Office Supplies	456962	11/19/2015	36.59	1215

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12-15-2015

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Vendor Number	Vendor Name	Description	Invoice Number	Invoice Date	Extended Price	GL Period
Total 100-515141-310 FINANCE - OFFICE SUPP/POSTAGE:					52.58	
100-515141-533 FINANCE - COPY MACHINE RENTAL						
1584	JAMES IMAGING SYSTEMS, INC.	Fin Toshiba ES550	640648	11/17/2015	50.16	1215
Total 100-515141-533 FINANCE - COPY MACHINE RENTAL:					50.16	
100-515142-321 ELECTIONS - BALLOTS & ADVERT						
2790	SOUTHERN LAKES NEWSPAPERS LLC	STANDARD PRESS ELECTION NOTICE	226281	11/19/2015	58.27	1215
Total 100-515142-321 ELECTIONS - BALLOTS & ADVERT:					58.27	
100-515161-220 ATTORNEY - CONTRACT						
8149	BJELAJAC, JOHN M	General File 2015	15100-000D 10	11/30/2015	1,995.00	1215
8149	BJELAJAC, JOHN M	Development Agreement: Applied Material Solutions	15100-019D 5	11/30/2015	225.00	1215
8149	BJELAJAC, JOHN M	Veolia Contract	15100-029D 7	11/30/2015	640.50	1215
8149	BJELAJAC, JOHN M	Illinois Fox River Group Contract	15100-066D 3	11/30/2015	105.00	1215
8149	BJELAJAC, JOHN M	Ketterhagen Road Dedication	15100-074D 1	11/30/2015	60.00	1215
8149	BJELAJAC, JOHN M	Oak Park Place CUP	15100-081D 1	11/30/2015	330.00	1215
Total 100-515161-220 ATTORNEY - CONTRACT:					3,355.50	
100-515161-272 ATTORNEY - MUNICIPAL COURT						
8149	BJELAJAC, JOHN M	Municipal Court General File 2015	15100-099D 11	11/30/2015	3,795.00	1215
Total 100-515161-272 ATTORNEY - MUNICIPAL COURT:					3,795.00	
100-515161-298 ATTORNEY - CONTRACT SERVICES						
8149	BJELAJAC, JOHN M	KW Precast, LLC Loan	12100-090D 8	11/30/2015	555.00	1215
Total 100-515161-298 ATTORNEY - CONTRACT SERVICES:					555.00	
100-525211-244 POLICE - REPAIR & MAINTENANCE						
5585	GENERAL COMMUNICATIONS, INC	Microphone w/noise canceling	217661	11/12/2015	322.00	1215
Total 100-525211-244 POLICE - REPAIR & MAINTENANCE:					322.00	
100-525211-248 POLICE - REP & MAINT BUILDING						
3040	VORPAGEL SERVICE INC.	Pilot Light Out on Boilers	38234	11/16/2015	110.00	1215
8969	HONEYWELL INTERNATIONAL INC	Charges for ESPC M&V Services	5234640617	11/17/2015	1,083.68	1215
Total 100-525211-248 POLICE - REP & MAINT BUILDING:					1,193.68	
100-525211-310 POLICE - OFF SUPP-POSTAGE						
3635	RICHTER'S MARKETPLACE	Richter's Marketplace - Police Dept	11/18/15PD	11/18/2015	16.00	1215
3635	RICHTER'S MARKETPLACE	Richter's Marketplace - Police Dept	11/23/15PD	11/23/2015	21.83	1215
8955	COMPLETE OFFICE OF WISCONSIN	Office Supplies	454058	11/16/2015	187.84	1215
8955	COMPLETE OFFICE OF WISCONSIN	Office Supplies	457580	11/19/2015	15.84	1215
Total 100-525211-310 POLICE - OFF SUPP-POSTAGE:					241.51	
100-525211-330 POLICE - TRAVEL						
4086	JOHN E. REID AND ASSOCIATES	JOHN REID & ASSOCIATES POLICE TRAINING	162987	11/18/2015	550.00	1215
Total 100-525211-330 POLICE - TRAVEL:					550.00	

Vendor Number	Vendor Name	Description	Invoice Number	Invoice Date	Extended Price	GL Period
100-525211-381	POLICE - INVESTIGATIONS					
5907	ACL LABORATORIES	ACL LAB 30002225-X661 POLICE DEPT	201510-0	11/01/2015	13.40	1215
Total 100-525211-381 POLICE - INVESTIGATIONS:					13.40	
100-525220-244	FIRE - REPAIR MAINT EQUIPMENT					
1234	MAYER REPAIR	service call for 2009/9A009365 Pierce/Empel	6878S	11/17/2015	1,086.03	1215
1234	MAYER REPAIR	service call for 2009/9A009365 Pierce/Empel	6926S	11/17/2015	1,427.22	1215
Total 100-525220-244 FIRE - REPAIR MAINT EQUIPMENT:					2,513.25	
100-525220-248	FIRE - REPAIR MAINT BLDGS					
1951	MENARDS	Acct # 32120264 - Fire House Supplies	93646	11/20/2015	17.09	1215
8968	CHAIN O LAKES LUMBER CO. INC.	Re-Keying of Locks	11558	11/30/2015	75.00	1215
8969	HONEYWELL INTERNATIONAL INC	Charges for ESPC M&V Services	5234640617	11/17/2015	677.30	1215
Total 100-525220-248 FIRE - REPAIR MAINT BLDGS:					769.39	
100-525220-298	FIRE- CONTRACT SERVICES					
7630	MALEK & ASSOCIATES CONSULTANTS	Plan Review for 484 Pine St	5323	11/17/2015	235.00	1215
7630	MALEK & ASSOCIATES CONSULTANTS	Dry Chemical Plan Review for Knots 2u	5324	11/17/2015	225.00	1215
Total 100-525220-298 FIRE- CONTRACT SERVICES:					460.00	
100-525220-310	FIRE - OFFICE SUPPLIES					
8955	COMPLETE OFFICE OF WISCONSIN	Office Supplies	444330	11/02/2015	12.95	1215
8955	COMPLETE OFFICE OF WISCONSIN	Office Supplies	454057	11/16/2015	15.92	1215
Total 100-525220-310 FIRE - OFFICE SUPPLIES:					28.87	
100-525220-389	FIRE - PROTECTIVE CLOTHING					
1579	JEFFERSON FIRE & SAFETY	JEFFERSON FIRE & SAFETY FIRE DEPT	221179	11/17/2015	2,745.72	1215
1579	JEFFERSON FIRE & SAFETY	Shelby Elk Fire Gloves	221224	11/17/2015	1,216.74	1215
1579	JEFFERSON FIRE & SAFETY	HONEYWELL PANTS	221247	11/18/2015	1,448.70	1215
Total 100-525220-389 FIRE - PROTECTIVE CLOTHING:					5,411.16	
100-525231-298	BLDG INSP - CONTRACT					
4069	MUNICIPAL SERVICES, LLC	Randolph St jd	201556	11/30/2015	85.50	1215
Total 100-525231-298 BLDG INSP - CONTRACT:					85.50	
100-535321-159	STREETS - CLOTHING ALLOWANCE					
117	ALSCO	ALSCO DPW (split) Customer # 074780	IMIL1010519	11/18/2015	94.46	1215
117	ALSCO	ALSCO DPW (split) Customer # 074780	IMIL1013135	11/25/2015	62.72	1215
Total 100-535321-159 STREETS - CLOTHING ALLOWANCE:					157.18	
100-535321-244	STREETS - REP MAINT EQUIPMENT					
2008	MILLER-BRADFORD & RISBERG INC.	MILLER-BRADFORD DPW PARTS (split)	1B70161	11/24/2015	1,248.78	1215
3120	WELDERS SUPPLY COMPANY	1 YEAR PRE-PAID RENTAL	362245	11/14/2015	225.00	1215
3508	CREATIVE WELDING & FABRICATION	Repair Loader Bucket	4289	11/24/2015	478.44	1215
Total 100-535321-244 STREETS - REP MAINT EQUIPMENT:					1,952.22	
100-535321-248	STREETS REP & MAINT BLDG					
117	ALSCO	ALSCO DPW (split) Customer # 074781	IMIL1010520	11/18/2015	10.93	1215

Vendor Number	Vendor Name	Description	Invoice Number	Invoice Date	Extended Price	GL Period
Total 100-535321-248 STREETS REP & MAINT BLDG:					10.93	
100-535321-261 STREETS - LIGHTING						
8969	HONEYWELL INTERNATIONAL INC	Charges for ESPC M&V Services	5234640617	11/17/2015	1,083.68	1215
Total 100-535321-261 STREETS - LIGHTING:					1,083.68	
100-535321-298 STREETS - CONTRACT SERVICES						
2860	TAPCO	2015 preventive Maintenance Repairs	1505595	10/13/2015	3,920.66	1215
5164	DONERITE JANITORIAL SERV INC.	DoneRite Janitorial Cleaning for DPW (split)	2771	11/17/2015	320.00	1215
Total 100-535321-298 STREETS - CONTRACT SERVICES:					4,240.66	
100-535321-310 STREETS - OFF SUPP/POSTAGE						
7679	STAPLES ADVANTAGE	STAPLES STREET OFFICE SUPPLIES	8037010918	11/28/2015	63.96	1215
8955	COMPLETE OFFICE OF WISCONSIN	Office Supplies	456964	11/19/2015	4.59	1215
8955	COMPLETE OFFICE OF WISCONSIN	Office Supplies	457918	11/20/2015	130.43	1215
8955	COMPLETE OFFICE OF WISCONSIN	Office Supplies	458459	11/20/2015	4.26	1215
Total 100-535321-310 STREETS - OFF SUPP/POSTAGE:					203.24	
100-535321-350 STREETS - REP MAINT SUPPLIES						
936	CULLIGAN OF BURLINGTON	CULLIGAN DPW ACCT # 19385673 (split)	500X01614409	08/31/2015	20.80	1215
1140	ELKHORN CHEMICAL & PACKAGING	ELKHORN CHEMICAL DPW	568751	11/20/2015	456.76	1215
Total 100-535321-350 STREETS - REP MAINT SUPPLIES:					477.56	
100-545430-298 ANIMAL SHELTER						
709	WISCONSIN HUMANE SOCIETY	ANIMAL SHELTER CONTRACT	561	12/01/2015	728.26	1215
Total 100-545430-298 ANIMAL SHELTER:					728.26	
100-555551-159 PARKS - CLOTHING						
117	ALSCO	ALSCO DPW (split) Customer # 074780	IMIL1010519	11/18/2015	16.50	1215
117	ALSCO	ALSCO DPW (split) Customer # 074780	IMIL1013135	11/25/2015	16.50	1215
Total 100-555551-159 PARKS - CLOTHING:					33.00	
100-555551-244 PARKS - REPAIR MAINT EQUIPMENT						
2008	MILLER-BRADFORD & RISBERG INC.	MILLER-BRADFORD DPW PARTS (split)	1B70161	11/24/2015	1,248.77	1215
3014	VERMEER WISCONSIN, INC	VERMEER DPW PARTS	20180706	11/19/2015	205.71	1215
Total 100-555551-244 PARKS - REPAIR MAINT EQUIPMENT:					1,454.48	
100-555551-248 PARKS - REPAIR MAINT BLDGS						
117	ALSCO	ALSCO DPW (split) Customer # 074781	IMIL1010520	11/18/2015	5.46	1215
Total 100-555551-248 PARKS - REPAIR MAINT BLDGS:					5.46	
100-555551-298 PARKS - OUTSIDE SERVICES						
5164	DONERITE JANITORIAL SERV INC.	DoneRite Janitorial Cleaning for DPW (split)	2771	11/17/2015	160.00	1215
Total 100-555551-298 PARKS - OUTSIDE SERVICES:					160.00	
100-555551-350 PARKS - REPAIR/MTCE SUPPLIES						
936	CULLIGAN OF BURLINGTON	CULLIGAN DPW ACCT # 19385673 (split)	500X01614409	08/31/2015	10.40	1215
2215	NELSON ELECTRIC SUPPLY	Lamps HPS 50W	757900-00	09/30/2015	105.54	1215

Vendor Number	Vendor Name	Description	Invoice Number	Invoice Date	Extended Price	GL Period
Total 100-555551-350 PARKS - REPAIR/MTCE SUPPLIES:					115.94	
100-565641-298 PLAN COMM - CONTRACT SVCS						
1940	MEEHAN & COMPANY, INC.	MEEHAN & COMPANY NOVEMBER BILLING	2015NOV	11/30/2015	1,068.98	1215
4217	KAPUR & ASSOCIATES, INC.	16.0001.01 MD Services Plan Review	86257	11/23/2015	374.50	1215
4217	KAPUR & ASSOCIATES, INC.	16.0002.01 Oak Park Place Plan Review	86258	11/23/2015	313.50	1215
4217	KAPUR & ASSOCIATES, INC.	14.0162.02 Walton Road Construction Inspection	86328	11/25/2015	5,618.00	1215
Total 100-565641-298 PLAN COMM - CONTRACT SVCS:					7,374.98	
100-565641-299 PLAN COMM - LAND USE						
4217	KAPUR & ASSOCIATES, INC.	KAPUR 07.0884.01 CTH W TRAIL	86324	11/24/2015	214.00	1215
Total 100-565641-299 PLAN COMM - LAND USE:					214.00	
100-575710-297 GARBAGE- CONTRACT SVCS-RECYC						
8861	JOHNS DISPOSAL SERVICE INC	Garbage Dumpster Recycle	50821	11/30/2015	105.50	1215
Total 100-575710-297 GARBAGE- CONTRACT SVCS-RECYC:					105.50	
100-575710-298 GARBAGE - CONTRACT SVCS PICKUP						
8861	JOHNS DISPOSAL SERVICE INC	Garbage Dumpster	50821	11/30/2015	361.00	1215
Total 100-575710-298 GARBAGE - CONTRACT SVCS PICKUP:					361.00	
100-575710-299 GARBAGE- CNTRCT SVCS LANDFILL						
4217	KAPUR & ASSOCIATES, INC.	15.0107.01 Burlington Landfill 2015-2016	86273	11/23/2015	3,320.10	1215
5005	WI DNR	Plan Modification Project No. 68127	8-10796	11/12/2015	1,650.00	1215
Total 100-575710-299 GARBAGE- CNTRCT SVCS LANDFILL:					4,970.10	
251-555511-247 REPAIR, MAINTENANCE BUILDING						
8969	HONEYWELL INTERNATIONAL INC	Charges for ESPC M&V Services	5234640617	11/17/2015	880.49	1215
Total 251-555511-247 REPAIR, MAINTENANCE BUILDING:					880.49	
452-565639-399 Planning Expenditures						
4217	KAPUR & ASSOCIATES, INC.	14.0081.01 Utility Planning & Design for TIF #5	86326	11/24/2015	28,788.38	1215
8149	BJELAJAC, JOHN M	Aurora Healthcare Development Project	14100-031D 14	11/30/2015	225.00	1215
Total 452-565639-399 Planning Expenditures:					29,013.38	
462-565617-800 CAPITAL OUTLAY						
3070	WANASEK CORPORATION	Storm Sewer Repair	15-749-01	11/16/2015	7,800.00	1215
Total 462-565617-800 CAPITAL OUTLAY:					7,800.00	
465-515141-800 FINANCE DEPARTMENT-OUTLAY						
7123	CIVIC SYSTEMS, LLC	License Fees ACA Self-Insured Reporting	CVC13492	11/11/2015	3,000.00	1215
Total 465-515141-800 FINANCE DEPARTMENT-OUTLAY:					3,000.00	
621-575740-159 CLOTHING ALLOWANCE						
117	ALSCO	ALSCO WWTP (split) Cust # 012230	IMIL1013137	11/25/2015	69.62	1215
117	ALSCO	ALSCO WWTP (split) Cust # 012230	IMIL1015720	12/02/2015	69.62	1215

Vendor Number	Vendor Name	Description	Invoice Number	Invoice Date	Extended Price	GL Period
Total 621-575740-159 CLOTHING ALLOWANCE:					139.24	
621-575740-240 FUEL, OIL AND LUBRICANTS						
2000	MIKE'S REPAIR SERVICE	MIKE'S REPAIR SERVICE UNIT 72	24077	12/02/2015	102.50	1215
Total 621-575740-240 FUEL, OIL AND LUBRICANTS:					102.50	
621-575740-242 REPAIR, MAINTENANCE VEHICLES						
2000	MIKE'S REPAIR SERVICE	MIKE'S REPAIR SERVICE UNIT 72	24077	12/02/2015	297.50	1215
8926	K&M WELDING AND FABRICATING	Hydraulic Lift Installation Support & Labor	632275	11/15/2015	755.00	1215
Total 621-575740-242 REPAIR, MAINTENANCE VEHICLES:					1,052.50	
621-575740-244 REPAIRS, MAINT EQUIPMENT						
117	ALSCO	ALSCO WWTP (split) Cust # 012230	IMIL1013137	11/25/2015	10.02	1215
117	ALSCO	ALSCO WWTP Cust # 012231 (split)	IMIL1013138	11/25/2015	112.64	1215
117	ALSCO	ALSCO WWTP (split) Cust # 012230	IMIL1015720	12/02/2015	10.02	1215
1454	HOTSYS CLEANING SYSTEMS	Maintenance- Power Washer	0110615-IN	11/16/2015	187.00	1215
3120	WELDERS SUPPLY COMPANY	WELDERS SUPPLY CO OXYGEN WWTP	364562	11/30/2015	6.90	1215
Total 621-575740-244 REPAIRS, MAINT EQUIPMENT:					326.58	
621-575740-247 WWTP-RESERVE PLANT REPLACEMENT						
2180	NCL OF WISCONSIN, INC	Mechanical Convection Oven	364463	11/18/2015	2,730.44	1215
Total 621-575740-247 WWTP-RESERVE PLANT REPLACEMENT:					2,730.44	
621-575740-248 PLANT OPERATION						
8965	INTERSTATE POWER SYSTEMS, INC	Repairs for 2nd Stage Generator	R041000728:01	11/17/2015	1,616.02	1215
8969	HONEYWELL INTERNATIONAL INC	Charges for ESPC M&V Services	5234640617	11/17/2015	1,219.14	1215
Total 621-575740-248 PLANT OPERATION:					2,835.16	
621-575740-249 LABORATORY						
20	A TO Z REFRIGERATION	Disposal of Unit	89570	11/30/2015	50.00	1215
117	ALSCO	ALSCO WWTP (split) Cust # 012230	IMIL1013137	11/25/2015	4.71	1215
117	ALSCO	ALSCO WWTP Cust # 012231 (split)	IMIL1013138	11/25/2015	80.03	1215
117	ALSCO	ALSCO WWTP (split) Cust # 012230	IMIL1015720	12/02/2015	4.71	1215
2180	NCL OF WISCONSIN, INC	SEE-THROUGH THERMOTER	364977	12/01/2015	27.47	1215
Total 621-575740-249 LABORATORY:					166.92	
621-575740-253 PHOSPHATE REMOVAL						
1095	KEMIRA WATER SOLUTIONS	KEMIRA WWTP	9017479099	11/20/2015	2,054.79	1215
Total 621-575740-253 PHOSPHATE REMOVAL:					2,054.79	
621-575740-310 OFFICE SUPPLIES, POSTAGE						
7679	STAPLES ADVANTAGE	STAPLES WWTP SUPPLIES	8037010918	11/28/2015	20.60	1215
8955	COMPLETE OFFICE OF WISCONSIN	Office Supplies	448334	11/06/2015	138.05	1215
8955	COMPLETE OFFICE OF WISCONSIN	Office Supplies	454060	11/16/2015	8.85	1215
8955	COMPLETE OFFICE OF WISCONSIN	Credit	455583	11/17/2015	23.86	1215
Total 621-575740-310 OFFICE SUPPLIES, POSTAGE:					143.64	
621-575740-353 REPAIR & MAINT LIFT STATIONS						
7546	EVOQUA WATER TECHNOLOGIES LLC	SIEMENS WWTP BIOXIDE	902408754	11/17/2015	653.48	1215

Vendor Number	Vendor Name	Description	Invoice Number	Invoice Date	Extended Price	GL Period
Total 621-575740-353 REPAIR & MAINT LIFT STATIONS:					653.48	
621-575740-359	SANITARY SEWER REPAIR,MAINT					
3730	DIGGERS HOTLINE, INC	Diggers Hotline WWTP	151 1 42701	11/30/2015	131.37	1215
Total 621-575740-359 SANITARY SEWER REPAIR,MAINT:					131.37	
622-501503-000	MATERIALS & SUPPLIES MAIN INV					
5721	HD SUPPLY WATERWORKS, LTD.	HD Supply - Water Dept	E770980	11/16/2015	110.96	1215
Total 622-501503-000 MATERIALS & SUPPLIES MAIN INV:					110.96	
622-503460-000	METERS & LABOR					
3220	MIDWEST METER INC	credit	007224-CM	11/06/2015	863.50	1215
3220	MIDWEST METER INC	Orion Data for RTR	0072516-IN	11/13/2015	281.46	1215
3220	MIDWEST METER INC	Midwest Meter - Meters	0072832-IN	11/24/2015	4,244.48	1215
Total 622-503460-000 METERS & LABOR:					3,662.44	
622-506310-000	CHEMICALS					
2224	HAWKINS, INC	Tonkazorb 3%	3804741	11/24/2015	3,498.90	1215
2973	USABlueBook	USA BLUEBOOK WATER DEPT #85786 (split)	808172	11/20/2015	619.60	1215
Total 622-506310-000 CHEMICALS:					4,118.50	
622-506320-000	OPERATION SUPPLIES, EXPENSE					
8969	HONEYWELL INTERNATIONAL INC	Charges for ESPC M&V Services	5234640617	11/17/2015	880.49	1215
Total 622-506320-000 OPERATION SUPPLIES, EXPENSE:					880.49	
622-506410-000	SUPPLIES					
2973	USABlueBook	USA BLUEBOOK WATER DEPT #85786 (split)	808172	11/20/2015	59.11	1215
Total 622-506410-000 SUPPLIES:					59.11	
622-506510-000	MAINS, WATER BREAKS-SUPPLIES					
3730	DIGGERS HOTLINE, INC	Diggers Hotline Water	151 1 42701	11/30/2015	131.37	1215
Total 622-506510-000 MAINS, WATER BREAKS-SUPPLIES:					131.37	
622-509030-000	OFFICE SUPPLIES					
117	ALSCO	ALSCO DPW - Water Customer #025570	IMIL1013136	11/25/2015	37.30	1215
117	ALSCO	ALSCO DPW - Water Customer #025570	IMIL1015719	12/02/2015	37.30	1215
Total 622-509030-000 OFFICE SUPPLIES:					74.60	
622-509210-000	OFFICE SUPPLY					
936	CULLIGAN OF BURLINGTON	CULLIGAN DPW ACCT # 19385673 (split)	500X01614409	08/31/2015	20.80	1215
8955	COMPLETE OFFICE OF WISCONSIN	Office Supplies	456509	11/18/2015	44.67	1215
8955	COMPLETE OFFICE OF WISCONSIN	Office Supplies	456963	11/19/2015	41.43	1215
Total 622-509210-000 OFFICE SUPPLY:					106.90	
622-509300-000	MISCELLANEOUS-SUPPLIES					
2790	SOUTHERN LAKES NEWSPAPERS LLC	Water Rate Increase	226767	11/26/2015	54.67	1215

Vendor Number	Vendor Name	Description	Invoice Number	Invoice Date	Extended Price	GL Period
Total 622-509300-000 MISCELLANEOUS-SUPPLIES:					54.67	
622-509330-000 TRANSPORTATION-SUPPLIES						
4067	E H WACHS COMPANY	High Pressure Gauge	INV116568	11/18/2015	150.98	1215
Total 622-509330-000 TRANSPORTATION-SUPPLIES:					150.98	
622-509350-000 GENERAL PLANT-SUPPLIES						
117	ALSCO	ALSCO DPW (split) Customer # 074781	IMIL1010520	11/18/2015	10.93	1215
5164	DONERITE JANITORIAL SERV INC.	DoneRite Janitorial Cleaning for DPW (split)	2771	11/17/2015	320.00	1215
Total 622-509350-000 GENERAL PLANT-SUPPLIES:					330.93	
623-575740-246 REPAIR MAINT.RUNWAY,TAXIWAY						
5117	HUGHES ELECTRIC, INC	Troubleshoot Taxiway Lights & Windssock lights	11249	12/07/2015	890.00	1215
Total 623-575740-246 REPAIR MAINT.RUNWAY,TAXIWAY:					890.00	
623-575740-247 REPAIR,MAINTENANCE BUILDINGS						
5117	HUGHES ELECTRIC, INC	Troubleshoot & Repaired Ceiling Light	11250	12/07/2015	775.00	1215
Total 623-575740-247 REPAIR,MAINTENANCE BUILDINGS:					775.00	
623-575740-298 CONTRACT SERVICES						
6280	BURLINGTON DEVELOPMENT GROUP	TIME WARNER	DEC2015	12/01/2015	183.00	1215
6280	BURLINGTON DEVELOPMENT GROUP	Pat's Sanitary Service	DEC2015	12/01/2015	35.97	1215
6280	BURLINGTON DEVELOPMENT GROUP	Outside Service - Cleaning	DEC2015	12/01/2015	120.42	1215
6280	BURLINGTON DEVELOPMENT GROUP	pest control services	DEC2015	12/01/2015	55.00	1215
Total 623-575740-298 CONTRACT SERVICES:					394.39	
623-575740-310 OPERATING SUPPLIES						
6280	BURLINGTON DEVELOPMENT GROUP	kitchen/hangar supplies	DEC2015	12/01/2015	119.40	1215
Total 623-575740-310 OPERATING SUPPLIES:					119.40	
Grand Totals:					118,236.98	

Dated: _____

Motion for Approval by: _____

Motion Seconded by: _____

Report Criteria:

- Detail report.
- Invoices with totals above \$0 included.
- Paid and unpaid invoices included.

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	23.00	.00	.00	23.00
100081122	FALK, GAYLE A	.00	.00	.00	108.10	68.00	383.00	559.10
100081158	LEBAK, BARBARA	.00	.00	.00	106.95	30.00	.00	136.95
100081203	SCHNUPP, JOY H.	67.39	.00	.00	82.11	40.00	148.00	337.50
100101197	O'DEA, DANIEL THOMAS	234.00	.00	.00	.00	.00	.00	234.00
Grand Totals:	5 Employees	301.39	.00	.00	320.16	138.00	531.00	1,290.55



City Clerk

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

Common Council Agenda Item Number: 10	Date: December 15, 2015
Submitted By: Diahnn Halbach, City Clerk	Subject: Licenses & Permits

OPERATOR’S LICENSES

Operator’s Licenses (aka Bartender’s License) shall be issued to individuals 18 years of age or over who do not have an arrest or conviction record subject to secs. 111.321, 111.322, and 111.335 and will be responsible for supervising activities on Class “A” beer, Class “B” beer, “Class B” intoxicating liquor, and “Class A” intoxicating liquor and “Class C” wine on premises during required hours in absence of the licensee or approved agent of licensed business.

Soliz, Susanna
Mitchell, Kathryn

SPECIAL EVENT PERMIT APPLICATION - NONE

Event:
Group Represented:
Date of Event:
Person in Charge:
Event Location:
Time of Event:
Expected Attendance:

Financial Remarks:

Applicants are charged a fee of which a portion funds the background checks performed by the Police Department. Business license fees are calculated on a case by case basis depending on the type of license applied for.

Executive Action:

Staff recommends the Common Council accept the presented licenses at the December 15, 2015 Common Council meeting.



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: 11	Date: December 15, 2015
Submitted By: Mayor Miller	Subject: Appointments and Nominations

Details: To appoint the 83 Election Inspectors (Poll Workers) for the January 1, 2016 to December 31, 2017 period as listed:

- | | | |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <ol style="list-style-type: none"> 1. Antreassian, Jody 2. Bauman, Betty 3. Beix, Judy 4. Beix, Barbara 5. Bird, Tim 6. Birkett, Nancy 7. Braunschweig, Yvonne 8. Brook, Sylvia 9. Cotey, Bob 10. Cotey, Connie 11. Datzler-Fell, Shirley 12. Debbink, Jordan 13. DeGreef, Marilyn 14. DeGreef, Phil 15. Dornacher, Larry 16. Edge, Sue 17. Epping, Lynne 18. Galstad, Abby 19. Gilmore, Laura 20. Goehner, Audrey 21. Hartwick, Phyllis 22. Hartwick, Robert 23. Heck, Ruth 24. Hefty, Jeannie 25. Heilengenthal, Jackie 26. Henkhaus, Judy 27. Hintz, Lori 28. Hoffman, Margie 29. Hurst, Mary 30. Ingwell, Cindy 31. Iselin, Karen | <ol style="list-style-type: none"> 32. Jackson, Suzanne 33. Janette, Lorraine 34. Karpinski, Jean 35. Karpinski, Louis 36. Kendall, Patricia 37. Lapp, Pat 38. Larson, Romaine (CI) 39. Lehn, Barbara 40. Lebak, Tom 41. Lodle, Jill (CI) 42. Lodle, Richard 43. Marshall, Ross 44. Mastalir, Joyce 45. Mastalir, Lester 46. McDonald, Lois 47. Miller, Mary 48. Miller, Simon 49. Molitor, Scott 50. Moore, Jr., Kevin 51. Molumby, Diana 52. Musgrave, Robert 53. Newbury, Ralph 54. Nickolai, Suzanne 55. Nienhaus, Dianna 56. Peterson, Elizabeth 57. Prailles, Diane 58. Rasmusson, Shirley 59. Reesman, Mary Lu 60. Roanhouse, Norma (CI) 61. Robers, Phyllis 62. Scherrer, Barbara | <ol style="list-style-type: none"> 63. Scherrer, Barbara 64. Schiestle, Linda 65. Schlitz, Deborah 66. Schlitz, Dick 67. Schneider, Susan 68. Schultz, Daniel 69. Skwierawski, Mary (CI) 70. Spatz, Rachel 71. Streeter, Rhonda 72. Sullivan, Ruth 73. Supko, Judy 74. Trimmerger, Kathy 75. Vorpapel, Joyce 76. Weber, Virginia 77. Weber, Gerald 78. Weis, Kay 79. Willis, Geraldine 80. Yambor, Mary Lee 81. Yonk, Judy <p style="text-align: center;">Poll workers nominated by the
 Republican Party of Racine
 County for appointment:</p> <ol style="list-style-type: none"> 1. Preusker, Tom 2. Letewicz, Danielle (student) |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|

Options & Alternatives:
 The Council may elect to deny this request.

Financial Remarks:
 None.

Executive Action:
 Staff recommends that the Council accept these appointments at the December 15, 2015 Common Council meeting.



CITY OF BURLINGTON

Finance Department

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

Common Council Item Number: 13A	Date: December 15, 2015
Submitted By: Steve DeQuaker, City Treasurer	Subject: <u>Resolution 4761(35)</u> to consider adopting a term credit agreement with Fox River State Bank for TIF District 5 Expenditures not to exceed \$450,000.

Details:

This item was discussed at tonight's Committee of the Whole meeting and is for same night consideration.

This is the final paperwork authorizing Fox River State Bank to loan the City of Burlington a not to exceed amount of \$450,000 for the TIF District 5 expenditures over the 4.5M Bond as discussed in prior Committee of the Whole and Common Council meetings. This loan is a Taxable General Obligation Promissory Note and a non-revolving line of credit with a six month draw.

Debt Payment schedule is attached and reflects full loan amounts.

Loan is scheduled to close on December 17 at 11am.

Expected initial draw will be \$300,000.

Options & Alternatives:

This is the final paperwork for this approved loan. Council could elect to not move forward with the loan and pay for TIF 5 Expenditures over the \$4.5M bond with General Fund dollars.

Financial Remarks:

Debt service for this note is being paid by 15% of the TIF 5 increment as agreed under the developer agreement with Aurora. If the total amount needed is less than the \$450,000, the debt schedule Principal and Interest payments will be recalculated.

Executive Action:

This item was discussed at tonight's December 15, 2015 Committee of the Whole meeting, and is placed on the Common Council agenda the same night for final consideration.