



**AGENDA**  
**COMMITTEE OF THE WHOLE**  
**Wednesday, February 17, 2016 at 6:30 p.m.**  
**Common Council Chambers - 224 East Jefferson Street**

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

Student Representatives:

Shiyue Xie (BHS)  
Abigail Sibilski (BHS)

1. Call to Order – Roll Call
2. Citizen comments
3. Approval of minutes for February 2, 2016 (*T. Bauman*)
4. **Topic:** Presentation – Representative from the Chamber of Commerce and Real Racine to discuss 2015 Year in Review and 2016 Initiatives.
5. **Topic:** Resolution 4772(46) to consider authorizing Change Order Number One with Townsend Construction, Inc. for the “Burlington TID 5 Utility and Street Improvements, Phase 2” project for an increase in the contract in the amount of \$75,261.35. This item is scheduled for the March 1, 2016 Common Council meeting for final consideration.
6. **Topic:** Resolution 4773(47) to consider approving an Engineering Service Agreement with Baxter & Woodman, Inc. to prepare and amendment to the Well 11 Radium Compliance Report and prepare a planning study for future treatment options at Well 11 for the not-to-exceed amount of \$26,300. This item is scheduled for the Common Council meeting the same night for final consideration.
7. **Adjourn** (*E. Johnson*)

*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.*



COMMITTEE OF THE WHOLE

ITEM NUMBER: 3

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DATE: February 17, 2016

SUBJECT: February 2, 2016 Committee of the Whole Minutes

SUBMITTED BY: Diahnn Halbach, City Clerk

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**BACKGROUND/HISTORY:**

The attached minutes are from the February 2, 2016 Committee of the Whole meeting.

**BUDGET/FISCAL IMPACT:**

N/A

**RECOMMENDATION:**

Staff recommends approval of the attached minutes from the February 2, 2016 Committee of the Whole meeting.

**TIMING/IMPLEMENTATION:**

This item is scheduled for consideration at the February 17, 2016 Common Council meeting.

**ATTACHMENTS:**

Committee of the Whole minutes



**CITY OF BURLINGTON**  
**Committee of the Whole Minutes**  
**Robert Miller, Mayor**  
**Diahnn Halbach, City Clerk**  
**Tuesday, February 2, 2016**

**1. Call to Order/Roll Call**

Mayor Robert Miller called the meeting to order at 6:47 p.m. starting with roll call. Aldermen present: Ed Johnson, John Ekes, Bob Grandi, Ruth Dawidziak, Tom Vos, Tom Preusker and Todd Bauman. Excused: Jon Schultz

Student Representatives Present: Abigail Sibilski. Student Representatives Absent: Shiyue Xie

Also present: City Administrator Carina Walters, City Attorney John Bjelajac, Chief of Police Mark Anderson, Treasurer and Budget Officer Steven DeQuaker, Director of Administrative Services Megan Watkins, DPW Director James Bergles, Interim Fire Chief Mark Strasser, and Rescue Squad Captain Brian Zwiebel.

**2. Citizens Comments and Questions**

There were none.

**3. Approval of Minutes from January 19, 2016**

A motion was made by Preusker with a second by Vos to approve the minutes from January 19, 2016. With all in favor, the motion carried to approve the minutes.

**4. Topic: Presentation – Representatives from Safe Built to give presentation regarding potential property maintenance and code enforcement in the City.**

Walters explained that the services Safe Built offers would be a secondary arm to the City's Building Inspector and then introduced D.A. Mattox and Mike Post from Safe Built.

Post shared a brief PowerPoint presentation regarding Safe Built's background and what services they would be offering as a code enforcement program to the City of Burlington.

Mattox stated that their primary goal is to work with the municipality to revitalize the downtown and make sure buildings are safe to work and live in. Maddox said their first step would be to help educate and inform the public on ordinances via a survey to find out what method of education would work best. In addition they would look at all existing codes and determine which ones are working and which ones aren't, and make sure that anything on the books has a direct correlation to economic development for the City of Burlington.

Bauman asked if this proposal stems from previous discussions of recent code and ordinance issues. Walters responded that this is an option for the City to utilize in order to make sure that the City's codes are all encompassing and will address issues that have been presented in the recent past as well as potential future situations.

Bauman then asked if Safe Built would be hired as a consultant or as a long-term position. Walters stated that this position could be as long term or short term as the City needs it to be and that Council approved \$20,000 in the budget for property maintenance and code enforcement. Mattox also added that they work at an hourly rate of \$50 per hour; however much of the work they do is also pro-bono.

Preusker stated that he felt this was a good idea and would like more ideas on how to improve some of the city's existing codes.

Mayor Miller clarified that the purpose of tonight's presentation was only to introduce Safe Built and see if there was still interest in outside code enforcement.

- 5. Topic:** Resolution 4767(41) to consider authorizing an Intergovernmental Agreement for creation and operation of the Illinois Fox River Group (IFRG). This item is scheduled for the February 17, 2016 Common Council meeting for final consideration.

Mayor Miller introduced Resolution 4767(41) and opened it up for discussion.

Jim Bergles gave a brief overview of what IFRG is and where the City is at with the phosphorus issue stating that the DNR started looking into how phosphorus affects plant and animal life in the rivers, which promotes algae growth. The DNR then focused on water waste treatment plants as point source distributors, which resulted in a decision by the DNR to drop phosphorus output limits to .1 mg per liter by 2024. Bergles explained that this level is nearly impossible for waste water treatment plants to achieve without chemicals and a new filtering system that would cost nearly \$800,000 of capital infrastructure just to get started and just to deal with phosphorus. Bergles went on to say that by joining IFRG the City will be part of a coalition that will interact with the State and Federal government at a group level instead of individually in order to establish that a modified limit of .5 mg per liter is not only a much more achievable limit, but a safe limit to plant and animal life in the river system. The group would also be in charge of checking the phosphorus run off from other site specific areas that also contribute to runoff into the river. Bergles stated that there are currently six entities involved and would cost each member an initial starting fee of \$5000 and as more wastewater plants join, the overall cost for the watershed project will decrease.

Vos stated that \$5000 seemed very reasonable and supported the study.

Attorney John Bjelajac said that he has reviewed the agreement and feels it is a good agreement and that any funds requested beyond the initial \$5000 would require Council approval through a written resolution and encouraged Council to move forward with the IFRG Agreement.

Ekes stated that there are many other industries and manufacturing groups who are also fighting this DNR regulation, not just local municipalities. Ekes also stated that he had read through the agreement and there were some areas he felt could be written better and ask Attorney Bjelajac his thoughts. Bjelajac responded that because there are several different communities involved in the writing of the agreement, it's not written as he would have written it, but stated that he feels it's acceptable and agreeable and that he can make it work.

- 6. Topic:** Resolution 4768(42) to consider authorizing fee assessments for Weights and Measures license holders for July 1, 2014 through June 30, 2015. This item is scheduled for the February 17, 2016 Common Council meeting for final consideration.

Mayor Miller introduced Resolution 4768(42)) and opened it up for discussion. There was no discussion.

7. **Topic:** Resolution 4769(43) to consider approving a Memorandum of Understanding of an Auto Aid Agreement with the Town of Burlington. This item is scheduled for the February 17, 2016 Common Council meeting for final consideration.

Mayor Miller introduced Resolution 4769(43) and opened it up for discussion. There was no discussion.

8. **Topic:** Resolution 4770(44) to consider approving a preliminary resolution to declare intent to exercise Special Assessment powers for reconstruction of sidewalks at various locations. This item is scheduled for the February 17, 2016 Common Council meeting for final consideration.

Mayor Miller introduced Resolution 4770(44) and opened it up for discussion. There was no discussion.

9. **Topic:** Resolution 4771(45) to consider approving Task Order Number Ninety-Nine for the 2016 Sidewalk Reconstruction Program. This item is scheduled for the February 17, 2016 Common Council meeting for final consideration.

Mayor Miller introduced Resolution 4771(45) and opened it up for discussion. There was no discussion.

10. **Topic:** Ordinance 2004(10) to consider amending several sections of Chapter 315 of the Municipal Code allowing the HPC to recommend Certificates of Appropriateness regarding Signage, be forwarded to the Building Inspector for a final review and approval, with no Common Council approval being required. This item was scheduled for a Public Hearing the same night as Committee of the Whole and is scheduled for the February 17, 2016 Common Council meeting for final consideration.

Mayor Miller introduced Ordinance 2004(10) and opened it up for discussion.

Preusker stated that he understands the reasoning but cautioned Council to be careful about future potential signage issues if not handled correctly.

Ekes stated that this change in ordinance would alleviate much of the current time constraints for business owners.

There was no further discussion.

11. **Topic:** Motion 16-826 to consider approving a feasibility study between the City of Burlington, Racine County, and Burlington School District regarding a joint use facility. This item was scheduled same night Common Council meeting for final consideration.

Mayor introduced Motion 16-826 and explained the aggressive timeline for the request of the feasibility study because of the County's drop dead date to raze the Racine County Services building in December of 2017 and if something needs to be done, we need to start planning now. Mayor further stated that he is asking Council to consider approving a feasibility study in the amount of \$20,000 that would involve looking into the possibility of a new facility for all the bodies concerned, which would include the county building, school district offices, city hall, library, and

senior center into one building. The study would help determine space needs, square footage, and location, which will help make informed decision on whether to proceed or not proceed.

Walters stated that the school district had already met, discussed and approved a motion to move forward with a feasibility study, however, what they would also like to know more of the specific questions and answers that the other facilities are inquiring about and include them in the study. Walters further stated that the next steps would be to meet with buildings and grounds and each of their respected agencies in order to determine what needs, need to be answered.

Bauman stated the he is in favor of a joint use facility, however, feels the library should be its own building and not be included in the project.

Vos stated that it's important to look at the potential future growth of the City and plan accordingly.

Mayor said that he is very much in support and feels it's very important for the community to have a place for the Senior Center. Mayor also stated that it's important for the community to have a say in this as well, and can see this as an upcoming referendum, much like the pool will need to be.

Grandi also supported the idea of a joint use facility but agreed that a feasibility study needed to be completed before determining answers to questions. Preusker also supported a joint use facility and said that the space is needed and feels the community might be more apt to approve a joint facility versus several separate buildings.

- 12. Topic: Motion 16-827** to consider approving the 2016-2019 Strategic Plan. This item is scheduled for the February 17, 2016 Common Council meeting for final consideration.

Mayor Miller introduced Motion 16-827 and opened it up for discussion. There was no discussion.

- 13. Topic: Motion 16-828** to consider approving a Certificate of Appropriateness for 161 E. Chestnut Street. This item is scheduled for final consideration at the same night Common Council meeting.

Mayor Miller introduced Motion 16-828 and opened it up for discussion. There was no discussion.

**14. Adjourn**

A motion was made by Bauman with a second by Dawidziak to adjourn the meeting. With all in favor, the meeting adjourned at 8:20 p.m.

Minutes respectfully submitted by:



Diahnn C. Halbach  
City Clerk  
City of Burlington



**COMMITTEE OF THE WHOLE**

**ITEM NUMBER: 4**

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**DATE:** February 17, 2016

**SUBJECT:** Presentation by Representatives from the Burlington Chamber of Commerce and Real Racine to discuss 2015 Year in Review and 2016 Initiatives

**SUBMITTED BY:** Diahnn Halbach, City Clerk

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**PURPOSE:**

Jan Ludtke, Executive Director for the Burlington Chamber of Commerce, and Dave Blank, President and CEO for Real Racine, will be in attendance to present their 2015 Year in Review and discuss their 2016 Initiatives for both the City of Burlington and Racine County.

**BUDGET/FISCAL IMPACT:**

N/A

**RECOMMENDATION:**

N/A

**TIMING/IMPLEMENTATION:**

N/A

**ATTACHMENTS:**

N/A



**COMMITTEE OF THE WHOLE**

**ITEM NUMBER: 5**

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**DATE:** February 17, 2016

**SUBJECT: RESOLUTION 4772(46)**

A resolution approving Contract Change Order Number One for the “Burlington TID #5 Utility and Street Improvements, Phase II” for Townsend Construction, Inc. for additional work and final quantities at an additional cost of \$75,261.35.

**SUBMITTED BY:** Dan Jensen, DPW Supervisor

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**PURPOSE:**

To make the final payment to Townsend Construction, Inc., and close out “Burlington TID #5 Utility and Street Improvements, Phase 2” project for an increase in the contract in the amount of \$75,261.35.

**BACKGROUND/HISTORY:**

Resolution 4732(7) approved the bid award to Townsend construction, Inc. For the “Burlington TID#5 Utility and Street Improvements, Phase 2” project for the total base bid of \$2,240,245.00. During the course of work a change was necessary for: sanitary sewer upsize (material only), conduit upsize at lift station, lift station electrical enclosure NEMA 7 (inside the lift station) to NEMA 8 (outside the lift station), soil stabilization, hydro seed and restoration mulching. The final quantities were calculated and work was completed, it revealed a \$75,261.35 increase to the contract. For your convenience, on page two of Kapur’s memo titled, “Justification of Price for Contract Change Order #1” outlines the necessary changes.

The estimated cost of \$85,000 for tree planting and fence construction along the bike trail bordering K.W. Precast is not included in Kapur and Associates change order request.

**BUDGET/FISCAL IMPACT:**

The original contract amount was \$2,240,245.00. This Contract Change #1 results in an additional cost of \$75,261.35 bringing the final contract amount to \$2,315,506.35. To date the estimated final construction cost of the Aurora TID #5 Utility and Streets Improvement Project is \$4,747,494.98. The does not include non-construction related soft expenses.

**RECOMMENDATION:**

Staff recommends that the Committee of the Whole approve this preliminary resolution to increase the contract amount by \$75,261.35 bringing the final contract amount to \$2,315,506.35.

**TIMING/IMPLEMENTATION:**

This item is for discussion at the February 2, 2016 Committee of the Whole meeting and scheduled for the February 16, 2016 Common Council meeting for final consideration.

**ATTACHMENTS:**

Resolution / Supporting documentation

**A RESOLUTION APPROVING CONTRACT CHANGE ORDER NUMBER ONE WITH TOWNSEND CONSTRUCTION, INC. FOR THE “BURLINGTON TID NUMBER FIVE UTILITY AND STREET IMPROVEMENTS, PHASE TWO” PROJECT FOR AN INCREASE IN THE CONTRACT IN THE AMOUNT OF \$75,261.35**

**WHEREAS**, Resolution 4732(7) approved the award of the bid to Townsend Construction, Inc. for the “Burlington TID Number Five Utility and Street Improvements, Phase Two” Project for the total base bid of \$2,240,245.00; and,

**WHEREAS**, the City of Burlington entered into a contract with Townsend Construction, Inc. for said improvements on June 16, 2015; and,

**WHEREAS**, during the course of work it was determined that a change was necessary for: sanitary sewer upsize (material only), conduit upsize at lift station, lift station electrical enclosure Nema 7 to Nema 8, soil stabilization, hydro seed and restoration mulching;

**WHEREAS**, final quantities were also calculated after work was completed revealing an increase in the contract, which has resulted in in the amount of \$75,261.35, a copy of which is attached hereto as “Exhibit A” and made a part hereof; and,

**WHEREAS**, said Change Order Number One for an amount of \$75,261.35 has been recommended for approval by the City Engineer; and,

**WHEREAS**, the new contract price including Change Order Number One is for the not-to-exceed amount of \$2,315,506.35.

**NOW, THEREFORE, BE IT RESOLVED** by the Common Council of the City of Burlington that Change Order Number One is hereby approved for an increase in the amount of \$75,261.35.

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

Introduced: February 17, 2016  
Adopted:

\_\_\_\_\_  
Robert Miller, Mayor

Attest:

\_\_\_\_\_  
Diahn Halbach, City Clerk

# MEMORANDUM TO THE CITY OF BURLINGTON

To: Carina Walters, Jim Berlges, Dan Jensen  
Cc: Judy Gerulat  
From: Ryan Cardinal  
Date: January 15, 2016  
Re: Contract Change Order request for Townsend Construction, Inc.  
Burlington TID #5 Utility & Street Improvements, PHASE 2

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Attached please find a copy of Contract Change Order #1 and Justification of Price for the **Burlington TID #5 Utility & Street Improvements, PHASE 2** construction project. This work includes: Sanitary Pipe Upsize (Material Only), Conduit Upsize at Lift Station, Lift Station Electrical Enclosure Nema 7 to Nema 8, Soil Stabilization and Hydroseed, and Restoration Mulching. This completes the project and includes quantity adjustment to make the project **FINAL**.

Jim, Judy & Dan, could you please review this Change Order and, if you approve, send your approval to Megan at City Hall, so that it gets on the agenda in a timely manner.

Let me know if you have any questions or comments!

Thank you!

● Page 1



Kapur & Associates, Inc. ~ 1224 S. Pine Street ~ Burlington, WI 53105 ~ Phone 262.767.2747 ~ Fax 262.767.2750 [www.kapurengineers.com](http://www.kapurengineers.com)

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**BURLINGTON TID #5 UTILITY & STREET IMPROVEMENTS, PHASE 2**  
**Justification of Price for Contract Change Order #1**

**Item #1 Sanitary Pipe Upsize (Material Only):**

- A. **Description:** In order to properly coordinate pipe sizes between Phases, the sanitary pipe size from MH 11 to the wet well was upsized from 15" to 18". The material type was also changed from PVC to Ductile Iron in order to protect from any movement since being hard connected to the wet well, per Craig Workman, the former Director of Public Works. No labor is included in this extra cost, material only.
- B. **Method of Measurement:** The *Sanitary Pipe Upsize (Material Only)* item shall be measured as a lump sum (LS) item for work completed in accordance with the contract.
- C. **Basis of Payment:** The work under this item, measured as provided above, will be paid for at the agreed unit lump sum price as stated in the below attached table, which price shall be full compensation for all work herein specified and for all labor, materials, and equipment; and for cleanup and incidentals necessary to complete the Work in accordance with the Contract and all specifications that apply.

**Item #2 Conduit Upsize at Lift Station:**

- A. **Description:** In order to properly size the conduits from the wet well pumps to the VFD, conduit was upsized leaving the wet well. This allowed the wiring to be continuous from the wet well with no junction boxes. This work was completed per the City's request.
- B. **Method of Measurement:** The *Conduit Upsize at Lift Station* item shall be measured as a lump sum (LS) item for work completed in accordance with the contract.
- C. **Basis of Payment:** The work under this item, measured as provided above, will be paid for at the agreed unit lump sum price as stated in the below attached table, which price shall be full compensation for all work herein specified and for all labor, materials, and equipment; and for cleanup and incidentals necessary to complete the Work in accordance with the Contract and all specifications that apply.

**Item #3 Lift Station Electrical Enclosure Nema 7 to Nema 8:**

- A. **Description:** The work under this section was required due to placing the junction box outside of the wet well. A Nema 7 box is rated for indoor while a Nema 8 is rated for outdoor.
- B. **Method of Measurement:** The *Lift Station Electrical Enclosure Nema 7 to Nema 8* item shall be measured as a lump sum (LS) item for work completed in accordance with the contract.
- C. **Basis of Payment:** The work under this item, measured as provided above, will be paid for at the agreed unit lump sum price as stated in the below attached table, which price shall be full compensation for all work herein specified and for all labor, materials, and equipment; and for cleanup and incidentals necessary to complete the Work in accordance with the Contract and all specifications that apply.

**Item #4 Soil Stabilization and Hydroseed:**

- A. **Description:** The work under this section was added due to the time of year the work along the bike path was completed. This item was added and all associated restoration quantities were reduced as not installed. This work included hydroseed application for spring growth, and polymer application to protect against erosion through winter months.
- B. **Method of Measurement:** The *Soil Stabilization and Hydroseed* item shall be measured as a square yard (SY) item for work completed in accordance with the contract.
- C. **Basis of Payment:** The work under this item, measured as provided above, will be paid for at the agreed unit square yard price as stated in the below attached table, which price shall be full compensation for all work herein specified and for all labor, materials, and equipment; and for cleanup and incidentals necessary to complete the Work in accordance with the Contract and all specifications that apply.

**Item #5 Restoration Mulching:**

A. **Description:** The work under this section was added to areas that did not require erosion matting and utilized a more economical mulching technique. Corresponding contract restoration items were not utilized and reduced as not installed.

B. **Method of Measurement:** The *Restoration Mulching* item shall be measured as a square yard (SY) item for work completed in accordance with the contract.

C. **Basis of Payment:** The work under this item, measured as provided above, will be paid for at the agreed unit square yard price as stated in the below attached table, which price shall be full compensation for all work herein specified and for all labor, materials, and equipment; and for cleanup and incidentals necessary to complete the Work in accordance with the Contract and all specifications that apply.

The following is a summary spreadsheet for the mentioned above items:

**CONTRACT CHANGE ORDER # 1**

Phase 2 – Extra Work					
Item No.	Item Description	Unit	Qty.	Bid Unit \$	Est. Total \$
1.1	Sanitary Pipe Upsize (Material Only)	LS	1	\$ 2,562.00	\$ 2,562.00
1.2	Conduit Upsize at Lift Station	LS	1	\$ 914.00	\$ 914.00
1.3	Lift Station Electrical Enclosure Nema 7 to Nema 8	LS	1	\$ 112.00	\$ 112.00
1.4	Soil Stabilization and Hydroseed	SY	23232	\$ 0.30	\$ 6,969.60
1.5	Restoration Mulching	SY	2100	\$ 0.25	\$ 525.00
SUBTOTAL – Phase 2					\$ 11,082.60
Adjustment Based on Actual Quantities from Planned Quantities					\$ 64,178.75
<b>TOTAL - CCO #1</b>					<b>\$ 75,261.35</b>



PO BOX 308  
DARIEN, WI 53114  
414-940-7473 PHONE  
920-455-7272 FAX

PROJECT Burlington TID # 5  
LOCATION Burlington , WI  
DATE 12/16/2015

ESTIMATOR ERIC SHINKUS  
EMAIL [es@townsendci.com](mailto:es@townsendci.com)

REQUEST FOR CHANGE ORDER #1

Line Number	Item Number	Short Description	Quantity	Unit	Unit Price	Total
100		Cost to upsize from 15" to 18" Sanitary (Material Only)	1	LS	2,562.00	\$ 2,562.00
200		Cost to upsize conduits at L.S. from 1" to 1.5"	1	LS	914.00	\$ 914.00
300		Cost to replace specified Nema 7 box with Nema 8 box	1	LS	112.00	\$ 112.00
400		Cost to soil stabilize (polymer) and hydro seed	23232	SY	0.30	\$ 6,969.60
500		Cost for mulching instead of using e-mat	2100	SY	0.25	\$ 525.00
600						

TOTAL \$ 11,082.60



**DATE:** February 17, 2016

**SUBJECT:** Resolution 4773(47) to consider approving an Engineering Service Agreement with Baxter & Woodman, Inc. to prepare and amendment to the Well 11 Radium Compliance Report and prepare a planning study for future treatment options at Well 11 for the not-to-exceed amount of \$26,300.

**SUBMITTED BY:** James Bergles, Director of Public Works

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**BACKGROUND/HISTORY:**

In 2013 Well 11 for The City of Burlington tested above the maximum concentration level (MCL) for radium. As a result of the maximum concentration levels, the Department of Natural Resources (DNR) required that a treatment system be installed to treat for radium at Well 11. If you recall, on December 31, 2015 Well 11 was mandated to be placed into emergency use only by the DNR as the City had not yet installed treatment equipment and/ or gained a waiver from the DNR to maintain its use until March of 2016.

In order to bring Well 11 back into service, a new treatment system will need to be installed to address Radium. The City has been working with Doug Snyder of Baxter and Woodman to design a new treatment system and at the earliest, this well can be used with treatment is January of 2017. Doug has presented city staff multiple options in treating Radium in addition to Strontium. As you are aware, strontium is the next contaminant the Environmental Protection Agency (EPA) is looking at limiting in the near future.

The City has notified the Wisconsin Department of Natural Resources (WDNR) that it plans to make use of low interest loan money available through the Safe Drinking Water Loan Program for the installation of treatment at Well 11. The two deadlines that must be met in order for this to occur is the submittal of the engineering report by March 31, 2016 and the submittal of the plans and specifications by June 30, 2016. For your convenience, a copy of the work order is attached.

The engineering report to be completed by Baxter and Woodman is necessary to evaluate the long term water supply, water storage, and future water treatment needs of the City. It may become necessary in the future for the City to remove both radium and strontium from the City's water supply; however, the treatment equipment at Well 9 and Well 10 is only designed to remove radium.

As treatment equipment is very expensive; the cost of removing both radium and strontium at Well 11, should be thoroughly examined before being reactive, and installing radium removal equipment at Well 11. This may not be the most appropriate or cost effective solution. As Baxter and Woodman will analyze all options for removing both radium and strontium, in addition, to knowing the water tower and stand pipe will need future repainting, this analysis may also identify appropriate solutions for these pending capital projects.

**BUDGET/FISCAL IMPACT:**

The fee for the engineering study will be \$26,300. This includes submittal to the DNR. The design stage will be an additional cost. At the present, the City is approved for \$800,000 in low interest funding from the Clean Water Fund loan program.

**RECOMMENDATION:**

Staff recommends moving forward with the study allowing Baxter and Woodman to file the engineering report by March 31, 2016. If the report does not make the March 31, 2016 deadline, the City will be pushed into 2017 to reapply for Clean Water funding.

**TIMING/IMPLEMENTATION:**

This item is placed on the February 17, 2016 Committee of the Whole agenda and placed Common Council agenda the same night for final consideration due to the March 31 deadline. Once this resolution is approved, the engineering report can be completed before March 31, 2016 and submitted to the DNR.

**ATTACHMENTS:**

Resolution

Resolution Number: 4773(47)  
Introduced by: Committee of the Whole

**A RESOLUTION APPROVING AN ENGINEERING SERVICE AGREEMENT WITH BAXTER & WOODMAN, INC. TO PREPARE AN AMENDMENT TO THE WELL 11 RADIUM COMPLIANCE REPORT AND PREPARE A PLANNING STUDY FOR FUTURE TREATMENT OPTIONS AT WELL 11 FOR THE NOT-TO-EXCEED AMOUNT OF \$26,300**

**WHEREAS**, the City has recently solicited a proposal from Baxter & Woodman to address the radium compliance report at Well 11; and,

**WHEREAS**, an amendment to the Well 11 Radium Compliance Report to be submitted to the Department of Natural Resources by March 31, 2016 is necessary to designate the City's intent to move forward with radium treatment in 2016; and,

**WHEREAS**, the City of Burlington staff recommends Baxter & Woodman, Inc. be retained by the City to provide engineering services to prepare an amendment to the Well 11 Radium Compliance Report and prepare a planning study for future treatment options related to radium and strontium concerns at Well 11.

**NOW, THEREFORE, BE IT RESOLVED** by the Common Council that the City of Burlington shall enter into an Engineering Service Agreement with Baxter & Woodman, Inc., hereto attached as Attachment "A" for the not-to-exceed amount of \$26,300.

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

Introduced: February 17, 2016  
Adopted:

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Robert Miller, Mayor

Attest:

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Diahnn Halbach, City Clerk

**CITY OF BURLINGTON, WI  
WELL NO. 11 ENGINEERING STUDY AMENDMENT  
ENGINEERING SERVICES  
WORK ORDER**

**ENGINEERS' PROJECT NO. 140318.32**

**Project Description:**

Assist the City in obtaining WDNR approval to use Well 11 past the December 31, 2015 deadline and prepare an amendment to the July 31, 2014 Well No. 11 Radium Compliance Report that includes a treatment option for strontium removal. In addition, prepare a planning study for future treatment issues related to strontium at the remaining (Wells No. 7 through No. 10) wells. Recent test results indicate that all of the City's wells contain naturally occurring strontium above the current action limit proposed by the Environmental Protection Agency.

**Engineering Services:**

The general provisions of this contract are enumerated in the Engineering Services Agreement between the City and Engineers dated February 7, 2014. The scope of services for this Project is listed in Attachment A of this Work Order.

**Compensation:**

Compensation for the services to be provided under this Work Order will be in accordance with the Engineering Services Agreement dated February 7, 2014. The Engineers' fee will be based upon our standard hourly rates of compensation for actual work time performed plus reimbursement of out-of-pocket expenses including travel costs, which in total will not exceed \$26,300.

Submitted by: **Baxter & Woodman, Inc.**

By: \_\_\_\_\_

*Douglas R. Snyder*  
Douglas R. Snyder PE

Title: Regional Manager

Date: November 19, 2015

Approved: **City of Burlington, WI**

By: \_\_\_\_\_

Robert Miller

Title: Mayor

Date: \_\_\_\_\_

**Additional Comments and Conditions:** The City will furnish water quality information for all wells and record drawing information for the Well 7 and Well 8 facilities.