



AGENDA
COMMON COUNCIL MEETING
Tuesday, May 17, 2016 at 6:30 p.m.
Common Council Chambers, 224 East Jefferson Street

Mayor Jeannie Hefty
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 from May 3, 2016 (*J. Schultz*) (pg. 3)
6. Letters and Communications: None
7. Reports by Aldermanic Representatives and Department Heads
8. Reports 1-6 (*T. Preusker*) (pg. 9)
9. Payment of Vouchers (*T. Bauman*) (pg. 20)
10. Licenses and Permits (*E. Johnson*) (pg. 40)
11. Appointments and Nominations: None
12. Public Hearings: None

13. RESOLUTIONS:

- A. Resolution 4783(2) to consider approving Amendment One to the Memorandum of Understanding with Racine County for services at City Hall. This item was discussed at the May 3, 2016 Committee of the Whole meeting. (*J. Ekes*) (pg. 42)

14. ORDINANCES: There are none

15. MOTIONS:

- B. Motion 16-837 – to consider approval for Doug Snyder of Baxter & Woodman to proceed with submitting Well #11 Treatment Plans to the Wisconsin DNR. This item was discussed at the May 3, 2016 Committee of the Whole meeting. (*R. Dawidziak*) (pg. 47)

16. ADJOURNMENT (*B. Grandi*)

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.



COMMON COUNCIL AGENDA

ITEM NUMBER: 5

DATE: May 17, 2016

SUBJECT: May 3, 2016 Common Council Minutes

SUBMITTED BY: Diahnn Halbach, City Clerk

BACKGROUND/HISTORY:

The attached minutes are from the May 3, 2016 Common Council meeting.

BUDGET/FISCAL IMPACT:

N/A

RECOMMENDATION:

Staff recommends approval of the attached minutes from the May 3, 2016 Common Council meeting.

TIMING/IMPLEMENTATION:

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

ATTACHMENTS:

May 3, 2016 Common Council Minutes



CITY OF BURLINGTON
Minutes of the Common Council
Jeannie Hefty, Mayor
Diahnn C. Halbach, City Clerk
Tuesday May 3, 2016

1. Call To Order – Roll Call

Mayor Jeannie Hefty called the meeting to order at 7:13 p.m. starting with roll call. Aldermen present: Ed Johnson, John Ekes, Bob Grandi, Ruth Dawidziak, Jon Schultz, Tom Preusker and Todd Bauman. Excused: Tom Vos.

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

Also present: City Administrator Carina Walters, City Attorney John Bjelajac, DPW Director James Bergles, Building Inspector Gregory Guidry, and Tom Foht of Kapur & Associates.

2. Pledge of Allegiance

3. Citizen Comments

4. Chamber of Commerce Representative and Rescue Squad Representative

- No representatives were present

5. Approval of the April 6, 2016 and April 19, 2016 Common Council Minutes

A motion was made by Johnson with a second by Dawidziak to approve the Council Minutes from April 6, 2016 and April 19, 2016. With all in favor, the motion to approve the minutes was carried.

6. Letters and Communications

A motion was made by Ekes with a second by Johnson to approve Letters and Communications as submitted. With all in favor, the motion to approve the minutes was carried.

- A. Verbal communication from Alderman Tom Vos stating that he would not be in attendance at the May 3, 2016 Committee of the Whole and Common Council Meeting.

7. Reports by Aldermanic Representatives and Department Heads

- Preusker inquired about the Historic Preservation Committee's role in the approval of Façade Grants when it comes to additional funds for continued maintenance on a façade that was previously granted and it was his understanding that the HPC's purpose is to bring existing properties to the HPC standards and then it was the property owner's responsibility to maintain

it. Preusker further stated that he isn't opposed to a downtown redevelopment effort, but doesn't know if it should reside specifically within the HPC. Walters replied that this is a policy discussion that needs to be had in order to help guide decisions such as these and will be discussed further at an upcoming Committee of the Whole meeting.

- Johnson wanted to know if Council would be discussing allowing chickens in the City of Burlington. Walters replied that the discussion of backyard chickens will be discussed at the May 17, 2016 Committee of the Whole meeting.
- Preusker inquired about the status of the vacant property located by BJ Wentkers. Walters said that a request for proposal is being released very soon and will be discussed at an upcoming Committee of the Whole meeting.
- Schultz reported that the Chocolate Fest committee is seeking volunteers to help clean up the grounds on Saturday, May 14, 2016 and to either contact him or Bil Scherrer for more information.
- Jim Bergles reported that a group of high school students participated in an Earth Day clean-up at Bushnell Park on April 23, 2016. That same day, the City of Burlington also hosted the Annual Clean Sweep. Bergles said the numbers were slightly down from the previous years and attributed that decrease due to the city no longer accepting televisions or electronics. Bergles also gave an update on the tree in the river near Riverside Park and said that the best option they have right now is to wait until the water level drops some more and then have Wanasek come in and lift the tree out with a crane, as to not to disturb the river bed caused by dragging the tree out, which would then involve the DNR.
- Walters added that the draft Downtown Strategic Plan is being disseminated and will be posted to the website and that the meeting is scheduled for June 6 at 6:00 p.m. and June 8 at 7:30 a.m. for the downtown discussion.
- Johnson reported on news from the Library Board, stating he had just received news from the Library Director, that the Children's Librarian would be leaving to take another position elsewhere, so if anybody is looking for a part time job, to please contact Gayle Faulk at the Library.

8. Reports 1-4

A motion was made by Dawidziak with a second by Ekes approve Reports 1-4. With all in favor, the motion carried.

9. Payment of Vouchers

A motion was made by Grandi with a second by Dawidziak to approve vouchers, pre-paids and reimbursements in the amount of \$150,198.51.

Roll Call Aye: Johnson, Ekes, Grandi, Dawidziak, Schultz, Preusker and Bauman. Nay: None. Motion carried 7-0.

10. Licenses and Permits

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

11. Appointments and Nominations

- A. Ellen Blair to be appointed to the Library Board– term expiring 5/1/2019
- B. Lori Haas to be appointed to the Library Board– term expiring 5/1/2019
- C. Jill Stobbon to be appointed to the Park Board– term expiring 5/1/2017
- D. Clay Brandt to be re-appointed to Park Board – term expiring 5/1/2019
- E. Jeff Schopp to be re-appointed to Park Board – term expiring 5//1/2019
- F. Jennifer Amborn to be re-appointed to Park Board – term expiring 5/1/2019
- G. Chad Redman to be appointed to the Plan Commission – term expiring 5/1/2019
- H. Kevin Morrow to be appointed to the Police & Fire Commission – term expiring 5/1/2021
- I. Ralph Heck to reappointed to the Burlington Housing Authority, term expiring 5/1/2021

Mayor Hefty explained her decision to appoint new people to the boards in being that she felt it important to give other people an opportunity to be involved with the community and local government. She stated that some of the people on the boards have been on for ten plus years and some of the people selected to be newly appointed were based on expertise and feels very strong to allow fairness in having many people serve their City.

A motion was made by Preusker with a second by Johnson to approve all appointments with the exception of Kevin Morrow to be appointed to the Police and Fire Commission.

Preusker felt it was bad practice to include current or recent members of the Fire, Police and/or Rescue departments to the PFC because the main role of the commission is to handle the hiring and firing of personnel and decide disciplinary actions and when you have someone that is or has worked on a daily basis with these people, it could potentially put them in a difficult position to remain unbiased and impartial when having to make such decisions.

Schultz stated that it is his understanding that Morrow was a previous firefighter and resigned at the same time as other resignations during a contentious time and is concerned about that as well as where Morrow stands on any of the City's issues and goals. Schultz added that if Mayor Hefty feels strongly about this appointment, that he would support it, but wishes there was more background information.

Mayor Hefty stated that Morrow retired three years ago, after 23 years of service, and is in good standing with the Fire Department and continues to go their meetings and is looking to move forward and has addressed the Police and Fire Commission and explained himself of his intent if appointed to the PFC.

Schultz requested, moving forward, if the process could be improved by providing a biography of new appointees so they could better understand who these people are and what qualifications they have before being appointed.

Mayor Hefty informed everyone that Morrow has stated that he would remove himself and not be involved in the hiring process of the new Fire Chief, as to assure everyone that there is no conflict in the outcome of whatever is decided and reassured Council that Morrow is aware of what his responsibilities and duties will be.

Schultz moved to amend the motion with a second by Ekes to appoint Kevin Morrow to the Police and Fire Commission.

Roll call vote to approve the amendment to appoint Kevin Morrow to the Police and Fire Commission. Aye: Ekes, Grandi, Schultz, Bauman. Nay: Johnson, Dawidziak, Preusker.

Motion Carried 4-3.

Roll call vote on the main motion as amended for approval of all appointments from A to I. Aye: Johnson, Ekes, Grandi, Dawidziak, Schultz, Preusker and Bauman. Nay: None.

Motion carried 7-0

12. Public Hearings

- There were none

13. Resolutions

A. Resolution 4782(1) to consider approving Extraterritorial Zoning for a Certified Survey Map at 7625 Franklin Road in the Town of Burlington.

A motion was made by Preusker with a second by Dawidziak to approve Resolution 4782(1).

With all in favor, the motion carried.

B. Resolution 4784(3) to consider approving an agreement with Ayers Associates for planning and design services for the Burlington Community Pool project.

A motion was made by Johnson with a second by Ekes to approve Resolution 4784(3).

Roll Call: Aye: Johnson, Ekes, Grandi, Dawidziak, Preusker, Schultz, and Bauman. Nay: None. The motion was carried 7-0.

C. Resolution 4785(4) to consider the award of bid for the Burlington Bike Path Fence project to Northway Fence, Inc., in the amount of \$46,955.60.

A motion was made by Ekes with a second by Preusker to approve Resolution 4785(4).

Roll Call: Aye: Johnson, Ekes, Grandi, Dawidziak, Preusker, Schultz, and Bauman. Nay: None. The motion was carried 7-0.

14. Ordinances

- There were none

15. Motions

- There were none

16. Adjourn

A motion was made by Dawidziak with a second by Ekes to adjourn the meeting. With all in favor, the meeting adjourned at 8:03 p.m.

Meeting Minutes Respectfully Submitted by:

Diahnn C. Halbach
City Clerk
City of Burlington



COMMON COUNCIL AGENDA

ITEM NUMBER: 8

DATE: May 17, 2016

SUBJECT: Reports 1-6

SUBMITTED BY: City Staff

BACKGROUND/HISTORY:

Attached please find the following reports:

Burlington Public Library Meeting Minutes – 11/24/15, 12/15/15, 1/26/16, 2/23/16

Burlington Park Board Meeting Minutes – 4/21/16

Committee of the Whole Meeting Minutes – 5/3/16

BUDGET/FISCAL IMPACT:

N/A

RECOMMENDATION

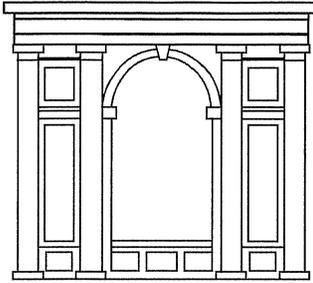
Staff recommends that the Council approve Reports 1-6

TIMING/IMPLEMENTATION:

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

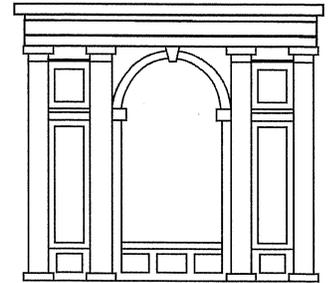
ATTACHMENTS:

Minutes



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, December 15, 2015 in the Burlington Public Library Meeting Room. Present were Penny Torhorst, Peter Smet, Pat Hoffman, Scott Johnson, Pat Hurley, Bridget Savaglia, and Mike Kelly. Excused was Ed Johnson. Also present were Gayle Falk, and Linda Berndt. Also present was High School representative Paige Taylor.

Torhorst called the meeting to order at 4:00.

Minutes of the November 24th meeting were approved. Scott Johnson moved approval, and Hoffman seconded. Motion passed.

The December 2015 General Fund Bills, Prepays, and Reimbursements, and November General Deposits, were discussed and approved. Hoffman moved approval and Hurley seconded. Motion passed.

Hurley moved and Savaglia seconded the motion to approve the November 2015 Trust Deposits, and December 2015 Trust Fund Bills. Motion passed.

Committee Reports:

There was no report at this time.

Federated Library Report:

Falk just had some signatures needed from Torhorst on a form that confirms our membership with Lakeshores and a breakdown of county reimbursements.

Old Business:

New Business:

Budget and Strategic Planning Update: Falk reported that the Budget was passed at the last City Council meeting.

Director's Report: Falk stated that she did not have the Reference statistics for the monthly report. Falk reported that we had three large donations this last month. The first donation was from the Kara Foundation in the amount of \$2,000.00. The second was an anonymous gift for the Library Staff in the amount of \$500.00. The last donation was an anonymous donation for \$10,000.00.

Joy received a thank you from one of her summer volunteers, detailing how volunteering here had helped her.

Falk also reported that we were open during the Christmas Parade and there were many people in the Library during that time. Joy made a display board with pictures from the Parade and also pictures of our new glider rocking chair. It was donated by a patron in honor of her mother. There were several pictures of people using the chair and it is located in the children's area by the Christmas tree.

BPL in the News: There were several calendar items in the papers this month.

Falk reported that she has been off on family medical leave to help take care of her mother.

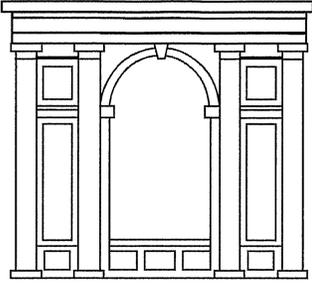
Public Communications to the Board: There were none at this time.

Meeting was adjourned at 4:15 p.m. Hurley moved and Kelly seconded. Motion passed.

Our next meeting will be on Tuesday, January 26th, at 4:00 p.m. in the Burlington Public Library meeting room.

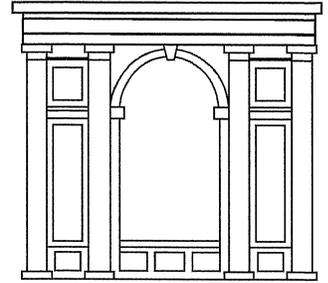
Respectfully submitted,


Edward Johnson
Aldermanic Representative



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Minutes of the Burlington Public Library Board of Trustees

The Burlington Public Library Board of Trustees met on Tuesday, January 26, 2016 in the Burlington Public Library Meeting Room. Present were Penny Torhorst, Peter Smet, Scott Johnson, and Bridget Savaglia. Excused was Ed Johnson, Mike Kelly, Pat Hoffman, and Pat Hurley. Also present were Gayle Falk, Tammy McCarthy, and Linda Berndt. Also present was High School representative Paige Taylor.

Torhorst called the meeting to order at 4:00.

Minutes of the December 15th meeting were approved. Scott Johnson moved approval, and Savaglia seconded. Motion passed.

The January 2016 General Fund Bills, Prepaids, and Reimbursements, and December General Deposits, were discussed and approved. Scott Johnson moved approval and Savaglia seconded. Motion passed.

Scott Johnson moved and Savaglia seconded the motion to approve the December 2015 Trust Deposits, and January 2016 Trust Fund Bills. Motion passed.

Committee Reports:

There was no report at this time.

Federated Library Report:

Falk reported that Lakeshores Library System has moved to a new location in Waterford.

Old Business:

There was no Old Business at this time.

New Business:

Year end budget wrap up: Falk passed out a handout showing final projected budget numbers, which show that we came in slightly under budget. The difference was due to hours worked being lower than projected. The Trust fund financial statement has been completed but has not been audited by the city accountant.

Annual report for Wisconsin Department of Public Instruction: The Annual report is due on March 1st and will be ready for the February meeting.

Portable Internet hot spots for check out: Falk informed the Board that we have received a \$2,000.00 donation from the Kara Foundation this year and would like to use the money toward hot spot access. Unlimited Internet access would cost \$38.00 a month. We would like to get 5 hotspots and have them available for check out, much like we lend Kindle readers now. The patron would sign an agreement to pay if

damage occurred. Bridget moved and Scott Johnson seconded the motion to use the Kara money and get 5 hotspots for one year. Motion passed.

Gale Classes and Workforce Development: Gayle passed out a handout which showed a partial list of classes that would be available. Racine and Walworth counties and Lakeshores would be funding the major part of the cost and the libraries would also pay a portion. With the new model we would be getting unlimited access to all classes. We don't know what the cost would be to us until we find out how many libraries are interested. Scott Johnson moved approval indicating our support, Smet seconded and the motion passed.

Book Sale dates for 2016: Scott Carson has expressed a need to have the book sale a week earlier in July. The book sale usually falls on the same weekend as the Racine County Fair and he has a hard time getting volunteer help because of that. Carson would like to move the book sale dates to July 21 - 23. The Board is seriously considering the change.

Directors Report:

Torhorst, Savaglia, and Falk were at Burlington High School for a meeting of the BASD Board with the City Council to discuss whether both parties wanted to explore the feasibility of a shared facility. The Library had already identified one of its goals for 2015-2016 was the investigation of a new facility, either stand alone or shared. We will be sending the City a letter indicating that we are interested in exploring the shared facility concept.

BPL in the News: There were several calendar items in the papers this month.

Public Communications to the Board: There were none at this time.

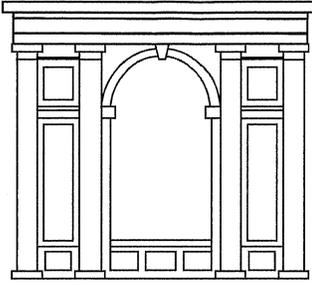
Meeting was adjourned at 5:00 p.m. Smet moved and Scott Johnson seconded. Motion passed.

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

Respectfully submitted,



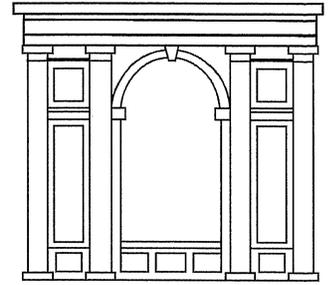
Edward Johnson,
Aldermanic Representative



Burlington Public Library

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Minutes of the Burlington Public Library Board of Trustees

The Burlington Public Library Board of Trustees met on Tuesday, February 23, 2016 in the Burlington Public Library Meeting Room. Present were Penny Torhorst, Peter Smet, Mike Kelly, and Bridget Savaglia. Excused were Ed Johnson, Scott Johnson, Pat Hoffman, and Pat Hurley. Also present were Library Director Gayle Falk, Administrative Assistant Linda Berndt and High School representative Paige Taylor.

Torhorst called the meeting to order at 4:05.

Minutes of the January 26th meeting were approved. Smet moved approval, and Kelly seconded. Motion passed.

The February 2016 General Fund Bills, Prepaids, and Reimbursements, and January General Deposits, were discussed and approved. Kelly moved approval and Savaglia seconded. Motion passed.

Smet moved and Kelly seconded the motion to approve the January 2016 Trust Deposits, and February 2016 Trust Fund Bills. Motion passed.

Committee Reports:

There was no report at this time.

Federated Library Report:

Savaglia reported that she has been appointed to the Racine County Library Planning Committee. They will meet at the Lakeshores office in late March.

Old Business:

There was no Old Business at this time.

New Business:

Annual report for Wisconsin Department of Public Instruction: The Annual report was handed out and discussed. Savaglia moved and Smet seconded the motion to approve the Annual report as presented. Motion passed. Kelly moved and Savaglia seconded the motion that Burlington Public Library does feel that Lakeshores Library System has fulfilled our needs. Motion passed. Torhorst will need to sign several copies so it can be filed.

A Bill has been passed so that we can have the Police contact delinquent patrons about money they owe the library. The Police can tell the amount of the bill but not the items that are on their card.

Book Sale Dates: It has been suggested that the Book Sale dates be changed from Maxwell Street weekend to July 21st, 22nd, and 23rd which is the weekend before. It is easier to get volunteers to work when we are not competing with the Racine County Fair. Smet moved and Savaglia seconded to move the dates to July 21st, 22nd, and 23rd. Motion passed. The next issue is that the Library Board meeting is scheduled for July 19th. We can either have it upstairs in the Children's room if they don't move all the books in yet or we can meet at the BASD office. Smet said it would be okay to have the meeting at the BASD office in July.

Directors Report:

We are seeing the trend continue towards more use of electronic resources and less use of print materials. Falk will provide information on Zinio use at the next meeting.

Falk had two handouts for the Board members to read. The first is an article in March 2016 issue of The Atlantic entitled "The Library Card" by Deborah Fallows. The second was a letter to Carina from Falk expressing the Library Board's support of a feasibility study for the Library inclusion in a joint facility with the City administrative offices, the BASD offices and various Racine County offices.

BPL in the News: There were several calendar items in the papers this month. There were also several articles from area papers regarding the unveiling of the Lincoln statue.

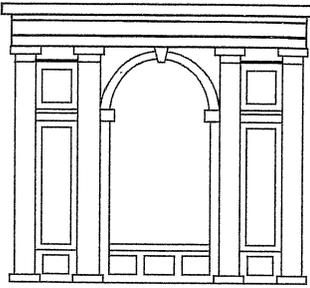
Public Communications to the Board: There were none at this time.

Meeting was adjourned at 4:30 p.m. Savaglia moved and Kelly seconded. Motion passed.

Our next meeting will be on Tuesday, March 2nd at 4:00 p.m. in the Burlington Public Library meeting room.

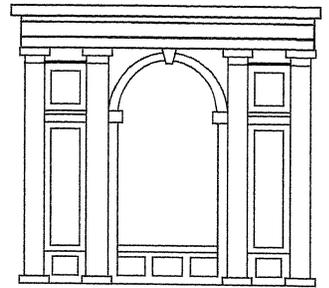
Respectfully submitted,


Edward Johnson
Aldermanic Representative



Burlington Public Library

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www.burlingtonlibrary.org

Minutes of the Burlington Public Library Board of Trustees

The Burlington Public Library Board of Trustees met on Tuesday, March 22, 2016 in the Burlington Public Library Meeting Room. Present were Penny Torhorst, Peter Smet, Scott Johnson, Pat Hoffman, and Pat Hurley. Excused were Ed Johnson, Mike Kelly, and Bridget Savaglia. Also present were Library Director Gayle Falk, Administrative Assistant Linda Berndt, and Youth Services Director/Assistant Director Joy Schnupp. Also absent was High School representative Paige Taylor.

Torhorst called the meeting to order at 4:00.

Minutes of the February 23rd meeting were approved. Hoffman moved approval, and Scott Johnson seconded. Motion passed.

Smet moved and Kelly seconded the motion to approve the January 2016 Trust Deposits, and February 2016 Trust Fund Bills. Motion passed.

Joy talked about the Star Wars Program. She had a picture board of many kids in costume, doing crafts and playing games. She had great volunteers that dressed in costume and helped with the kids.

Joy found out that the Racine County Zoo is doing free outreach to Libraries and Schools. She has scheduled a program on Tuesday, March 29th during story time. They will be bringing a gecko, skunk, alligator and snake. There may be 50 - 60 kids at the program.

Joy and Gayle have talked about their wish list for a new building and adequate story time space is on it. The Kiwanis Art Show is in the teen space so the zoo program and story time will have to be in the middle by the bathrooms. Smet said that they may need to change the terminology to a Need List.

Joy is also getting ready for SRP. The children's theme this year is *Get Ready, Set, Read*. The adult theme is *Get Your Game On*.

Lakeshores is adding one more story wagon program to the summer schedule. Scott Johnson asked if we had any bilingual programs set. Although we are definitely open to the idea, there had been little interest when we had them in the past. We participate in the HOLA Spanish outreach group.

The March 2016 General Fund Bills, Prepaids, and Reimbursements, and February General Deposits, were discussed and approved. Hoffman moved approval and Scott Johnson seconded. Motion passed.

Committee Reports:

There was no report at this time.

Federated Library Report:

There was no report at this time.

Old Business:

There was no Old Business at this time.

New Business:

Annual report: Falk handed out copies of the Annual Report. Falk reported that we may be re-evaluating the Reference Department. We may need some Children's Reference hours. It was also commented that we should add the Zinio and Overdrive circulation numbers to this report.

National Library Week Plans: Falk reported that the Program money of \$1,200.00 of book sale money that has been requested helps pay for the bookmarks and pens that we will be giving away during National Library Week, as well as programs for the children's department and adult department. National Library Week is the week of April 11th. We will have daily Chamber Certificate drawings as prizes for adults and children.

Star Wars Program: Joy Schnupp already reported on the program at the beginning of the meeting.

Use of Donated Funds: Falk reported that she wanted to use some of our donated money from an anonymous donor. She would like to use \$1,000.00 for Adult DVDs, \$600.00 for Juvenile Programming, \$400.00 for Adult Programming, \$1,000.00 for 2 more Unlimited Internet Hotspots, and \$500.00 for our share of Lakeshores' bill for Gale Courses. Lakeshores Library System and both Racine and Walworth Workforce Development Centers have invested in providing unlimited access to Gale courses. These online courses offer a wide range of topics and provide many work related skills, including software courses, speaking courses, and language and math courses. Smet moved to approve the use of the donated funds as presented. Hurley seconded the motion. Motion passed.

Smet moved and Hurley seconded the motion to approve the February 2016 Trust Deposits, and March 2016 Trust Fund Bills. Motion passed.

Directors Report:

Falk said that we received a Thank You from Connie Wilson from the Federated Women's Club. Barb Lebak did a St. Patrick's Day program for them.

We are participating in the Chamber Chair and Bench Auction. We have one bench here on display.

The Kiwanis Art Show is on display for a few weeks in the Teen Area of the Library.

BPL in the News: There were several calendar items in the papers this month

Public Communications to the Board: There were none at this time.

Meeting was adjourned at 4:45 p.m. Smet moved and Scott Johnson seconded. Motion passed.

Our next meeting will be on Tuesday, April 26th at 4:00 p.m. in the Burlington Public Library meeting room.

Respectfully submitted,


Edward Johnson
Aldermanic Representative



CITY OF BURLINGTON**Department of Public Works**

Street & Park and Water Departments
2200 S. Pine Street, Burlington, WI 53105
(262) 539 -3770 / (262) 539-3773
www.burlington-wi.gov

**CITY OF BURLINGTON PARK BOARD MINUTES
THURSDAY, APRIL 21, 2016 6:30PM
2200 S. Pine Street, Burlington, WI 53105**

Chairman Darrel Eisenhardt, Commissioners Jennifer Amborn, Clay Brandt, Lori Hintz, Jeff Schopp, Peter Turke, Ald. Ruth Dawidziak, Jim Bergles, Director of Public Works, Student Rep: Nicole Witbrod

Chairman Darrel Eisenhardt called the meeting to order at 6:30 P.M.

Roll Call: Present: Commissioners Lori Hintz, Jeff Schopp, Peter Turke, Nicole Witbrod, Student Representative, Jim Bergles, Director of Public Works and Chairman Darrel Eisenhardt. **Excused:** Commissioner Clay Brandt and Ald. Ruth Dawidziak. **Absent:** Jennifer Amborn.

Approval of March 17, 2016 Park Board Minutes: Chairman Eisenhardt entertained a motion to approve the March 17, 2016 Park Board Minutes. Motion to approve made by Commissioner Hintz. Seconded by Commissioner Schopp. All voted aye, motion carried.

Citizens Comments: None

Aldermanic Report: Ruth Dawidziak: None

DPW Report: Jim Bergles, Director of Public Works:

Jim Bergles, Director of Public Works introduced himself to the Park Board Members. He reported that he had heard nothing back regarding the fence proposal from Racine Co. to the DNR to be placed around the old railroad crossing at Bushnell Park at a cost of \$4986.00.

The Boat Ordinance is currently being looked at by City Attorney, John Bjelajac. Once completed, it will move forward for Council approval.

Mr. Bergles also reported that City Attorney, John Bjelajac was reviewing any liability issues regarding Dr. Meg Robinson's request to tap up to a maximum of 30 maples trees in the City of Burlington.

Mr. Bergles received just prior to the meeting, drawings from Peter Scherrer for the Gazebo at Echo Park. The Park Board was concerned that their request for a gate be installed did not show up on the drawing to prevent skateboarders, or any others from using the gazebo as a launching ramp was not shown on the drawing. Mr. Bergles will contact Mr. Scherrer to make sure this is part of the remodel.

New Business:

Chocolate Fest – Bob Prailes/Jr. Merten: Jr. Merten came before the Park Board this evening to thank the Board for their continued support throughout the years for Chocolate Fest. Mr. Merten stated that Chocolate Fest puts everything back into the community, and without the support and help from everyone it would not be the success it is today.

Mr. Merten distributed the brochure that covers all events for Chocolate Fest 2016. The Park Board thanked Mr. Merten for attending the Park Board meeting and all that he has done volunteering through the years.

Carol Reed – Sign Placement -Farmer’s Market: Carol Reed, Farmer’s Market Manager came before the Park Board to request placing banners throughout four City of Burlington Parks. Last month Ms. Reed was on the agenda, but was not aware she was on there, and what was expressed as to what she wanted to by Mr. Jensen was incorrect.

Ms. Reed requested placing 4, 4’ X 8’ banners in McCanna Park II, Bushnell Park, Nestle Park and Wagner Park, with also maybe the placement of one on the property of the Department of Public Works located at 2200 S. Pine Street. The signs would be put up in May and removed in October.

Ms. Reed stated the banners would be installed with zip ties onto 3 posts, with air vents in the banner to prevent from being torn by the wind. Ms. Reed commented that the Farmer’s Market is a City sponsored entity, that is receiving \$10,000 yearly to be run, which makes it different that a service organization.

After some discussion, the Park Board Commissioner agreed that after explaining what she really wanted, and not permanent wood signs at various locations, and the fact the Farmer’s Market is a City sponsored entity, they had no problem with her placing the banners in the areas requested.

Chairman Eisenhardt entertained a motion to approve Carol Reed’s request to place four (4) 4’ X 8’ Farmer’s Market banners at McCanna Park II, Bushnell Park, Nestle Park and Wagner Park from May through October as requested. Motion to approve made by Commissioner Schopp. Seconded by Commissioner Turke. All voted aye, motion carried.

Old Business: None

Other Items: Peter Turke stated that tonight was his last Park Board meeting and that he enjoyed his years on the Park Board. Chairman Eisenhardt and the Commissioners thanked Mr. Turke for all that he has done and his years of service to the community.

Adjourn: There being no further items for discussion, Chairman Eisenhardt entertained a motion to adjourn. Motion to adjourn made by Commissioner Hintz. Seconded by Commissioner Schopp. All voted aye and Chairman Eisenhardt adjourned the meeting at 7:20 P.M.

Minutes Respectfully Submitted By:

Deb Rintamaki
Department of Public Works



COMMON COUNCIL AGENDA

ITEM NUMBER: 9

DATE: May 17, 2016

SUBJECT: Prepaid and Vouchers

SUBMITTED BY: Steve DeQuaker, City Treasurer 

BACKGROUND/HISTORY:

Attached please find the Prepaid and Voucher list for bills accrued through May 17, 2016:

Total Prepaid:	\$	68,293.28
Total Vouchers:	\$	163,027.78
Grand Total:	\$	<u>231,321.06</u>

BUDGET/FISCAL IMPACT:

5 Largest Disbursements on the Prepaid and Voucher List:

1. \$ 37,880.97 Johns Disposal Service – Contract Billing
2. \$ 21,000.00 Pats Services, Inc. – Bio-Solids Applying on Airport Site
3. \$ 19,598.60 Baxter & Woodman Consulting Engineers – Well 11 Engineering Report Amendment
4. \$ 18,919.45 WE Energies – Electric Service for Street Lights from 03/29/16 to 04/28/16
5. \$ 14,675.74 WE Energies – Electric Service for WWTP Facility from 03/22/16 to 04/22/16

RECOMMENDATION:

Staff recommends that the Common Council accept and approve these Prepaid and Vouchers in the amount of \$231,321.06.

TIMING/IMPLEMENTATION:

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

ATTACHMENTS:

Detail listing of Prepaid and Vouchers.

For Council Approval May 17, 2016

Prepaid:	04/29/16	\$	4,186.68
	05/06/16	\$	64,106.60
Total Prepaid		\$	<u>68,293.28</u>

Vouchers:	05/17/16	\$	163,027.78
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GRAND TOTAL		\$	<u><u>231,321.06</u></u>
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GL Account and Title	Vendor Name	Description	Invoice Number	Invoice Date	Net Invoice Amount	Date Paid	Period
100515121310							
100-515121-310 MUNI COURT - OFFICE SUP	PETTY CASH	PETTY CASH CITY HALL (split)	APR2016	04/29/2016	20.00	04/29/2016	416
Total 100515121310:					20.00		
100515132310							
100-515132-310 ADMIN - OFF SUPP-POSTA	PETTY CASH	PETTY CASH CITY HALL (split)	APR2016	04/29/2016	3.09	04/29/2016	416
Total 100515132310:					3.09		
100515132399							
100-515132-399 ADMIN - SUNDRY EXPENSE	PETTY CASH	PETTY CASH CITY HALL (split)	APR2016	04/29/2016	62.00	04/29/2016	416
Total 100515132399:					62.00		
100515141330							
100-515141-330 FINANCE - TRAVEL	PETTY CASH	PETTY CASH CITY HALL (split)	APR2016	04/29/2016	1.00	04/29/2016	416
Total 100515141330:					1.00		
100515141399							
100-515141-399 FINANCE - MISC. EXPENSE	PETTY CASH	PETTY CASH CITY HALL (split)	APR2016	04/29/2016	37.94	04/29/2016	416
Total 100515141399:					37.94		
100525211310							
100-525211-310 POLICE - OFF SUPP-POSTA	COMPLETE OFFICE OF WISCO	Office Supplies	508024	02/05/2016	138.20	04/29/2016	416
100-525211-310 POLICE - OFF SUPP-POSTA	COMPLETE OFFICE OF WISCO	Office Supplies	508024	02/05/2016	21.52	04/29/2016	416
Total 100525211310:					159.72		
100525220220							
100-525220-220 FIRE - UTILITY SERVICES	WE ENERGIES	8403-026-057	8403026057APR16	04/24/2016	1,065.15	04/29/2016	416
Total 100525220220:					1,065.15		
100525220310							
100-525220-310 FIRE - OFFICE SUPPLIES	COMPLETE OFFICE OF WISCO	Office Supplies	508025	02/05/2016	3.23	04/29/2016	416
Total 100525220310:					3.23		
100525220399							
100-525220-399 FIRE SUNDRIES	PETTY CASH	PETTY CASH CITY HALL (split)	APR2016	04/29/2016	14.44	04/29/2016	416
Total 100525220399:					14.44		
100535321225							
100-535321-225 STREETS - TELEPHONE	TDS	TDS DPW 262-539-3770 (SPLIT)	262-539-3770 04/16	04/19/2016	41.62	04/29/2016	416
Total 100535321225:					41.62		
100555551225							
100-555551-225 PARKS - TELEPHONE	TDS	TDS DPW 262-539-3770 (SPLIT)	262-539-3770 04/16	04/19/2016	20.82	04/29/2016	416
Total 100555551225:					20.82		
251555511345							
251-555511-345 PROGRAMS	SCHNUPP, JOY	Reimbursement - Walmart	042616	04/26/2016	31.19	04/29/2016	416

Prepaid
4-29-16

GL Account and Title	Vendor Name	Description	Invoice Number	Invoice Date	Net Invoice Amount	Date Paid	Period
Total 251555511345:					31.19		
46555551804							
465-55551-804 PARKS CAPITAL OUTLAY P	TCF EQUIPMENT FINANCE, INC	Mower Financing- Contrat # 008-0658807-300	4569391	04/15/2016	343.28	04/29/2016	416
Total 46555551804:					343.28		
621575740220							
621-575740-220 WWTP-ELECTRIC	WE ENERGIES	7672-906-685	7672906685MAR16	04/13/2016	242.08	04/29/2016	416
621-575740-220 WWTP-ELECTRIC	WE ENERGIES	8098-971-449	8098971449APR16	04/14/2016	37.20	04/29/2016	416
Total 621575740220:					279.28		
621575740225							
621-575740-225 TELEPHONE	TDS	TDS WWTP 262-539-3646	262-539-3646 04/16	04/20/2016	94.67	04/29/2016	416
Total 621575740225:					94.67		
621575740310							
621-575740-310 OFFICE SUPPLIES, POSTA	TIME WARNER CABLE-MILW	Time Warner WWTP Acct # 702658601	702658601 04/16	04/17/2016	124.94	04/29/2016	416
Total 621575740310:					124.94		
622506520000							
622-506520-000 SERVICE-SUPPLIES	RUNDLE-SPENCE	Rundle-Spence - parts	S2466319.001	04/20/2016	114.51	04/29/2016	416
Total 622506520000:					114.51		
622509040000							
622-509040-000 UNCOLLECTIBLE ACCOUNT	HAAS, LORI L	refund of PSN payment to wat/sew account	6,3689.00	04/21/2016	1,056.00	04/29/2016	416
Total 622509040000:					1,056.00		
622509210000							
622-509210-000 OFFICE SUPPLY	TDS	TDS DPW 262-539-3770 (SPLIT)	262-539-3770 04/16	04/19/2016	41.62	04/29/2016	416
622-509210-000 OFFICE SUPPLY	AT & T	414 r24-8901 367 9	414R2489010416	04/10/2016	68.95	04/29/2016	416
Total 622509210000:					110.57		
622509280000							
622-509280-000 REG. COMM. EXPENSE	PUBLIC SERVICE COMMISSION	Uyility ID: 840	15121-l-00840	02/12/2016	217.23	04/29/2016	416
Total 622509280000:					217.23		
875232000							
875-232000 MUNICIPAL COURT DEP	KUKLINSKI, MICHAL	refund on payment for citation	DQ80DBC3F2	04/26/2016	386.00	04/29/2016	416
Total 875232000:					386.00		
Grand Totals:					4,186.68		

GL Account and Title	Vendor Name	Description	Invoice Number	Invoice Date	Net Invoice Amount	Date Paid	Period
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Dated: _____

Motion for Approval by: _____

Motion Seconded by: _____

GL Account and Title	Vendor Name	Description	Invoice Number	Invoice Date	Net Invoice Amount	Date Paid	Period
100454521001							
100-454521-001 BOND FEES	UNION GROVE CLERK OF COU	Jesse, Michael; Case: 15-5137	JESSE	04/29/2016	283.00	05/06/2016	516
100-454521-001 BOND FEES	RACINE COUNTY CLERK OF C	Swihart, Wayne; Case: 16-4787	SWIHART	04/15/2016	150.00	05/06/2016	516
100-454521-001 BOND FEES	RACINE CO T & M COURT	Benzow, Christian; Case: 16-5254	CHASE	05/02/2016	500.00	05/06/2016	516
100-454521-001 BOND FEES	RACINE CO T & M COURT	Larson, Charles; Case: 16-4900	LARSON	04/20/2016	150.00	05/06/2016	516
100-454521-001 BOND FEES	WEST ALLIS POLICE DEPARTM	Peterson, Corrine; Case: M140051101	PETERSON	04/29/2016	590.00	05/06/2016	516
Total 100454521001:					1,673.00		
100515132220							
100-515132-220 ADMIN - UTILITIES	WE ENERGIES	5843-033-004 (split)	5843033004APR16	04/27/2016	346.69	05/06/2016	516
Total 100515132220:					346.69		
100515132225							
100-515132-225 ADMIN - TELEPHONE	VERIZON WIRELESS	Verizon: Acct 286396851-00001 (split)	9764262137	04/23/2016	57.57	05/06/2016	516
Total 100515132225:					57.57		
100515141220							
100-515141-220 FINANCE - UTILITY SERVIC	WE ENERGIES	5843-033-004 (split)	5843033004APR16	04/27/2016	210.49	05/06/2016	516
Total 100515141220:					210.49		
100515141225							
100-515141-225 FINANCE - TELEPHONE	VERIZON WIRELESS	Verizon: Acct 286396851-00001 (split)	9764262137	04/23/2016	57.57	05/06/2016	516
Total 100515141225:					57.57		
100525211220							
100-525211-220 POLICE - UTILITY SERVICE	WE ENERGIES	5843-033-004 (split)	5843033004APR16	04/27/2016	61.91	05/06/2016	516
Total 100525211220:					61.91		
100525211225							
100-525211-225 POLICE - TELEPHONE	VERIZON WIRELESS	Verizon: Acct 286396851-00001 (split)	9764262137	04/23/2016	671.09	05/06/2016	516
Total 100525211225:					671.09		
100525211294							
100-525211-294 POLICE - BOARD/PRISONE	PETTY CASH POLICE DEPT	PETTY CASH POLICE FOOD FOR PRISONERS	MAY2016	05/05/2016	6.26	05/06/2016	516
Total 100525211294:					6.26		
100525211310							
100-525211-310 POLICE - OFF SUPP-POSTA	PETTY CASH POLICE DEPT	PETTY CASH POLICE GENERAL MERCHANDISE	MAY2016	05/05/2016	73.44	05/06/2016	516
Total 100525211310:					73.44		
100525211330							
100-525211-330 POLICE - TRAVEL	PETTY CASH POLICE DEPT	PETTY CASH POLICE DEPT TRAINING	MAY2016	05/05/2016	308.71	05/06/2016	516
Total 100525211330:					308.71		
100525220220							
100-525220-220 FIRE - UTILITY SERVICES	WE ENERGIES	8419-416-558	8419416558APR16	04/28/2016	11.20	05/06/2016	516
Total 100525220220:					11.20		

Prepaid
 05-06-2016

GL Account and Title	Vendor Name	Description	Invoice Number	Invoice Date	Net Invoice Amount	Date Paid	Period
100525220225							
100-525220-225 FIRE - TELEPHONE	VERIZON WIRELESS	Verizon: Acct 286396851-00001 (split)	9764262137	04/23/2016	1.50	05/06/2016	516
Total 100525220225:					1.50		
100525220298							
100-525220-298 FIRE- CONTRACT SERVICE	TOWN OF BURLINGTON FIRE D	Professional Appearance	1067	02/28/2016	1,333.33	05/06/2016	516
Total 100525220298:					1,333.33		
100525220330							
100-525220-330 FIRE - TRAVEL	MINER, WES	Reimbursement - UST/AST Inspector Class	041816	04/27/2016	618.51	05/06/2016	516
Total 100525220330:					618.51		
100525231225							
100-525231-225 BLDG INSP - TELEPHONE	VERIZON WIRELESS	Verizon: Acct 286396851-00001 (split)	9764262137	04/23/2016	39.99	05/06/2016	516
Total 100525231225:					39.99		
100535321145							
100-535321-145 STREETS - EMPLOYEE REI	LAHODIK, JEFF	Reimbursement - CDL Renewal	2016 CDL	05/05/2016	75.39	05/06/2016	516
Total 100535321145:					75.39		
100535321220							
100-535321-220 STREETS - UTILITIES	WE ENERGIES	1638-891-345 (split)	1638891345APR16	04/27/2016	632.88	05/06/2016	516
100-535321-220 STREETS - UTILITIES	WE ENERGIES	8430-081-671 (split)	8430081671APR16	04/26/2016	259.58	05/06/2016	516
Total 100535321220:					892.46		
100535321225							
100-535321-225 STREETS - TELEPHONE	VERIZON WIRELESS	Verizon: Acct 286396851-00001 (split)	9764262137	04/23/2016	114.69	05/06/2016	516
Total 100535321225:					114.69		
100535321261							
100-535321-261 STREETS - LIGHTING	WE ENERGIES	0455-414-409	0455414409APR16	04/20/2016	235.42	05/06/2016	516
100-535321-261 STREETS - LIGHTING	WE ENERGIES	0818-594-802	0818594802APR16	04/26/2016	15.71	05/06/2016	516
100-535321-261 STREETS - LIGHTING	WE ENERGIES	0819-473-268	0819473268APR16	04/27/2016	61.39	05/06/2016	516
100-535321-261 STREETS - LIGHTING	WE ENERGIES	0838-352-542	0838352542APR16	04/25/2016	27.25	05/06/2016	516
100-535321-261 STREETS - LIGHTING	WE ENERGIES	0850-628-152	0850628152APR16	04/25/2016	251.47	05/06/2016	516
100-535321-261 STREETS - LIGHTING	WE ENERGIES	2023-503-060	2023503060APR16	04/26/2016	163.99	05/06/2016	516
100-535321-261 STREETS - LIGHTING	WE ENERGIES	4404-149-064	4404149064APR16	04/20/2016	48.24	05/06/2016	516
100-535321-261 STREETS - LIGHTING	WE ENERGIES	4432-157-647	4432157647APR16	04/28/2016	18,919.45	05/06/2016	516
100-535321-261 STREETS - LIGHTING	WE ENERGIES	5043-084-318	5043084318APR16	04/25/2016	37.35	05/06/2016	516
100-535321-261 STREETS - LIGHTING	WE ENERGIES	5459-100-732	5459100732APR16	04/28/2016	234.91	05/06/2016	516
100-535321-261 STREETS - LIGHTING	WE ENERGIES	5465-979-181	5465979181APR16	04/24/2016	70.80	05/06/2016	516
100-535321-261 STREETS - LIGHTING	WE ENERGIES	5644-617-733	5644617733APR16	04/26/2016	142.50	05/06/2016	516
100-535321-261 STREETS - LIGHTING	WE ENERGIES	5695-147-539	5695147539APR16	04/27/2016	232.45	05/06/2016	516
100-535321-261 STREETS - LIGHTING	WE ENERGIES	6893-002-943	6893002943APR16	04/25/2016	15.71	05/06/2016	516
100-535321-261 STREETS - LIGHTING	WE ENERGIES	7245-068-041	7245068041APR16	04/27/2016	149.16	05/06/2016	516
100-535321-261 STREETS - LIGHTING	WE ENERGIES	7255-756-558	7255756558APR16	04/24/2016	23.16	05/06/2016	516
100-535321-261 STREETS - LIGHTING	WE ENERGIES	7467-500-426	7467500426APR16	04/27/2016	242.23	05/06/2016	516
100-535321-261 STREETS - LIGHTING	WE ENERGIES	8499-073-119	8499073119APR16	04/27/2016	206.98	05/06/2016	516
100-535321-261 STREETS - LIGHTING	WE ENERGIES	9418-285-345	9418285345APR16	04/27/2016	89.03	05/06/2016	516
Total 100535321261:					21,167.20		

GL Account and Title	Vendor Name	Description	Invoice Number	Invoice Date	Net Invoice Amount	Date Paid	Period
100535321350							
100-535321-350 STREETS - REP MAINT SUP	KIMBALL MIDWEST	KIMBALL MIDWEST DPW ACCT #4249	4874783	05/02/2016	5.49	05/06/2016	516
Total 100535321350:					5.49		
100535321353							
100-535321-353 STREETS REP & MAINT PR	WE ENERGIES	7082-958-528	7082958528APR16	04/27/2016	800.00	05/06/2016	516
Total 100535321353:					800.00		
100555551220							
100-555551-220 PARKS - UTILITIES	WE ENERGIES	1269-762-568	1269762568APR16	04/27/2016	35.43	05/06/2016	516
100-555551-220 PARKS - UTILITIES	WE ENERGIES	1638-891-345 (split)	1638891345APR16	04/27/2016	316.43	05/06/2016	516
100-555551-220 PARKS - UTILITIES	WE ENERGIES	2428-946-714	2428946714APR16	04/27/2016	382.59	05/06/2016	516
100-555551-220 PARKS - UTILITIES	WE ENERGIES	3243-370-777	3243370777APR16	04/28/2016	37.44	05/06/2016	516
100-555551-220 PARKS - UTILITIES	WE ENERGIES	3698-542-543	3698542543APR16	04/28/2016	23.20	05/06/2016	516
100-555551-220 PARKS - UTILITIES	WE ENERGIES	6211-699-899	6211699899APR16	04/27/2016	38.56	05/06/2016	516
100-555551-220 PARKS - UTILITIES	WE ENERGIES	6419-916-677	6419916677APR16	04/28/2016	16.79	05/06/2016	516
100-555551-220 PARKS - UTILITIES	WE ENERGIES	6895-338-188	6895338188APR16	04/27/2016	95.97	05/06/2016	516
100-555551-220 PARKS - UTILITIES	WE ENERGIES	8430-081-671 (split)	8430081671APR16	04/26/2016	129.80	05/06/2016	516
Total 100555551220:					1,076.21		
251555511220							
251-555511-220 UTILITIES	WE ENERGIES	0810-148-657	0810148657APR16	04/28/2016	1,055.33	05/06/2016	516
251-555511-220 UTILITIES	WE ENERGIES	5852-857-487	5852857487APR16	04/27/2016	302.12	05/06/2016	516
Total 251555511220:					1,357.45		
251555511327							
251-555511-327 MATERIALS	KENOSHA NEWS	Kenosha News Subscription Renewal	2016	05/06/2016	276.00	05/06/2016	516
251-555511-327 MATERIALS	COUNTRY	Renewal Acct. # 0341513182 / 1 year	2016	05/05/2016	14.98	05/06/2016	516
Total 251555511327:					290.98		
251555511330							
251-555511-330 INSERVICE TRAINING/TRAV	LEBAK, BARBARA	Mileage Reimbursement	APRIL 2016	04/28/2016	9.08	05/06/2016	516
251-555511-330 INSERVICE TRAINING/TRAV	LEBAK, BARBARA	Reimbursement- Mileage	FEB/MAR 2016	04/28/2016	18.16	05/06/2016	516
251-555511-330 INSERVICE TRAINING/TRAV	LEBAK, BARBARA	Reimbursement - Mileage	JAN 2016	04/28/2016	9.08	05/06/2016	516
Total 251555511330:					36.32		
251555511345							
251-555511-345 PROGRAMS	PARRETT, COURTNEY	Reimbursement- Hobby Lobby	032316	05/02/2016	31.09	05/06/2016	516
Total 251555511345:					31.09		
465525211803							
465-525211-803 Communication Equipment	AT & T	171-798-6300 001	7873991309	04/19/2016	1,679.62	05/06/2016	516
Total 465525211803:					1,679.62		
501474931000							
501-474931-000 PREMIUMS FROM RETIREE	WILSON, CONSTANCE	Refund for overpayment	14.003056	05/03/2016	9.64	05/06/2016	516
Total 501474931000:					9.64		
621575740220							
621-575740-220 WWTP-ELECTRIC	WE ENERGIES	0469-455-267	0469455267APR16	04/20/2016	156.24	05/06/2016	516

GL Account and Title	Vendor Name	Description	Invoice Number	Invoice Date	Net Invoice Amount	Date Paid	Period
621-575740-220 WWTP-ELECTRIC	WE ENERGIES	1887-026-576	1887026576APR16	04/22/2016	14,675.74	05/06/2016	516
621-575740-220 WWTP-ELECTRIC	WE ENERGIES	3602-583-285	3602583285APR16	04/21/2016	30.54	05/06/2016	516
Total 621575740220:					14,862.52		
621575740225							
621-575740-225 TELEPHONE	VERIZON WIRELESS	Verizon: Acct 286396851-00001 (split)	9764262137	04/23/2016	39.99	05/06/2016	516
Total 621575740225:					39.99		
621575740310							
621-575740-310 OFFICE SUPPLIES, POSTA	PETTY CASH WWTP	PETTY CASH WWTP POST OFFICE	2016 APRIL	05/05/2016	92.44	05/06/2016	516
621-575740-310 OFFICE SUPPLIES, POSTA	PETTY CASH WWTP	PETTY CASH WWTP WAL*MART	2016 APRIL	05/05/2016	38.00	05/06/2016	516
Total 621575740310:					130.44		
622504080000							
622-504080-000 TAXES	PUBLIC SERVICE COMMISSION	2015 - 2016 Advance Assessment	RA16-I-00840	04/26/2016	1,866.96	05/06/2016	516
Total 622504080000:					1,866.96		
622509040000							
622-509040-000 UNCOLLECTIBLE ACCOUNT	VORPAGEL, EDWARD	Refund of overpayment	6.1866.00	05/05/2016	192.82	05/06/2016	516
Total 622509040000:					192.82		
622509350000							
622-509350-000 GENERAL PLANT-SUPPLIE	WE ENERGIES	1638-891-345 (split)	1638891345APR16	04/27/2016	632.88	05/06/2016	516
622-509350-000 GENERAL PLANT-SUPPLIE	WE ENERGIES	8430-081-671 (split)	8430081671APR16	04/26/2016	259.58	05/06/2016	516
Total 622509350000:					892.46		
623575740200							
623-575740-200 FUEL FOR RESALE	ASCENT AVIATION GROUP, INC	JET A	363157	05/02/2016	13,015.26	05/06/2016	516
Total 623575740200:					13,015.26		
623575740225							
623-575740-225 TELEPHONE	AT & T	262 757 0907 307 4	26275709070416	04/25/2016	98.35	05/06/2016	516
Total 623575740225:					98.35		
Grand Totals:					64,106.60		

Dated: _____

Motion for Approval by: _____

Motion Seconded by: _____

GL Account and Title	Vendor Name	Description	Invoice Number	Invoice Date	Net Invoice Amount	Date Paid	Peri
10051511246							
100-515111-246 COUNCIL-REP & MAINT OF	MENARDS	Menards Acct 32120261- Toggle Bolts	5545	05/05/2016	12.20		5
Total 10051511246:					12.20		
10051511310							
100-515111-310 CITY COUNCIL - OFF SUP-P	STAPLES BUSINESS ADVANTA	STAPLES MAYOR OFFICE SUPPLIES	8039111816	04/30/2016	301.22		5
Total 10051511310:					301.22		
10051511399							
100-515111-399 CITY COUNCIL - PUBLICATI	SOUTHERN LAKES NEWSPAPE	Legals - Bids Bike Path Fence	240154	04/14/2016	164.60		5
100-515111-399 CITY COUNCIL - PUBLICATI	SOUTHERN LAKES NEWSPAPE	Legals - 2x CUP Hearing 940 Milwaukee Ave	240764	04/21/2016	58.26		5
Total 10051511399:					222.86		
100515121248							
100-515121-248 MUNI COURT - REP & MAIN	VORPAGEL SERVICE INC.	Vorpapel Services Muni	36977	12/14/2015	54.49		5
Total 100515121248:					54.49		
100515121310							
100-515121-310 MUNI COURT - OFFICE SUP	BURLINGTON AREA SCHOOL D	BASD MUNI PAPER	042816	04/28/2016	22.68		5
100-515121-310 MUNI COURT - OFFICE SUP	SCHWAAB, INC.	Self-Inking Signature Stamp	A048907	05/02/2016	39.25		5
Total 100515121310:					61.93		
100515121344							
100-515121-344 MUNI COURT - JANITOR SU	MENARDS	Menards Acct 32120261 (split)	5325	05/02/2016	1.24		5
Total 100515121344:					1.24		
100515121520							
100-515121-520 MUNI COURT - PROP & LIA	ZAREK INSURANCE, INC.	Ren Bond - Dillon	7486	05/06/2016	100.00		5
Total 100515121520:					100.00		
100515131390							
100-515131-390 MAYOR-SUPLIES-OTHER E	MENARDS	Menards Acct 32120261- Mayors Office	5374	05/03/2016	46.17		5
Total 100515131390:					46.17		
100515132225							
100-515132-225 ADMIN - TELEPHONE	DIGICORP	Digicorp - Voice Labor	313057	04/27/2016	57.50		5
Total 100515132225:					57.50		
100515132248							
100-515132-248 REPAIRS & MAINT BUILDIN	VORPAGEL SERVICE INC.	Vorpapel Services Admin	36977	12/14/2015	642.95		5
Total 100515132248:					642.95		
100515132310							
100-515132-310 ADMIN - OFF SUPP-POSTA	ALSCO	ALSCO DPW (split) Customer # 074780	IMIL1068062	04/27/2016	43.45		5
100-515132-310 ADMIN - OFF SUPP-POSTA	ALSCO	ALSCO DPW (split) Customer # 074780	IMIL1070562	05/04/2016	2.75		5
100-515132-310 ADMIN - OFF SUPP-POSTA	BURLINGTON AREA SCHOOL D	BASD CITY HALL ADMIN PAPER	042816	04/28/2016	90.72		5
100-515132-310 ADMIN - OFF SUPP-POSTA	Office Copying Equipment, LTD	Admin copies	C329421	05/10/2016	491.07		5
100-515132-310 ADMIN - OFF SUPP-POSTA	BEST STAMPS	engraved name plates	355000	05/03/2016	121.50		5
100-515132-310 ADMIN - OFF SUPP-POSTA	STAPLES BUSINESS ADVANTA	STAPLES ADMIN OFFICE SUPPLIES	8039111816	04/30/2016	197.58		5

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GL Account and Title	Vendor Name	Description	Invoice Number	Invoice Date	Net Invoice Amount	Date Paid	Perk
100-515132-310 ADMIN - OFF SUPP-POSTA	COMPLETE OFFICE OF WISCO	Envelope	569338	05/06/2016	11.83		5
Total 100515132310:					958.90		
100515132344							
100-515132-344 ADMIN - JANITOR SUPPLIE	MENARDS	Menards Acct 32120261 (split)	5325	05/02/2016	14.59		5
Total 100515132344:					14.59		
100515132399							
100-515132-399 ADMIN - SUNDRY EXPENSE	RICHTER'S MARKETPLACE	Richter's Marketplace - City Hall	05/04/16CH	05/06/2016	5.85		5
100-515132-399 ADMIN - SUNDRY EXPENSE	BURLINGTON GLASS, INC.	BURLINGTON GLASS PLAQUES	167028	04/26/2016	69.95		5
Total 100515132399:					75.80		
100515140248							
100-515140-248 CLERK-REPAIRS & MAINT B	VORPAGEL SERVICE INC.	Vorpapel Services Clerk	36977	12/14/2015	54.48		5
Total 100515140248:					54.48		
100515140344							
100-515140-344 CLERK - JANITOR SUPPLIE	MENARDS	Menards Acct 32120261 (split)	5325	05/02/2016	1.24		5
Total 100515140344:					1.24		
100515140399							
100-515140-399 GENERAL CODE & MISC PU	GENERAL CODE	GENERAL CODE LASERFICHE ASSURANCE PLA	C0021396	05/01/2016	1,412.00		5
Total 100515140399:					1,412.00		
100515141213							
100-515141-213 FINANCE - ACCTING AND A	ROMENESKO, PATRICK S.C.	Second Interim Billing (split)	19010	04/30/2016	5,000.00		5
Total 100515141213:					5,000.00		
100515141248							
100-515141-248 FINANCE - REP AND MAINT	VORPAGEL SERVICE INC.	Vorpapel Services Finance	36977	12/14/2015	337.82		5
Total 100515141248:					337.82		
100515141298							
100-515141-298 FINANCE - CONTRACT SER	EHLERS INVESTMENT PARTNE	Monthly Management Fee	043016	04/30/2016	290.68		5
Total 100515141298:					290.68		
100515141344							
100-515141-344 FINANCE - JANITOR SUPPLI	MENARDS	Menards Acct 32120261 (split)	5325	05/02/2016	7.66		5
Total 100515141344:					7.66		
100515142310							
100-515142-310 ELECTIONS - OPERATION S	GOOSEBERRIES	GOOSEBERRIES - ELECTION BOX LUNCHES	76422	04/05/2016	121.87		5
100-515142-310 ELECTIONS - OPERATION S	GOOSEBERRIES	GOOSEBERRIES - ELECTION BOX LUNCHES	76423	04/05/2016	142.85		5
Total 100515142310:					264.72		
100515161220							
100-515161-220 ATTORNEY - CONTRACT	BJELAJAC, JOHN M	Veolia Contract	15100-029D 13	04/30/2016	135.00		5
100-515161-220 ATTORNEY - CONTRACT	BJELAJAC, JOHN M	General File - 2016	16100-000D 4	04/30/2016	2,175.00		5

GL Account and Title	Vendor Name	Description	Invoice Number	Invoice Date	Net Invoice Amount	Date Paid	Peri
100-515161-220 ATTORNEY - CONTRACT	BJELAJAC, JOHN M	Easement Agreement: The Landing Group, LLC	16100-007D 3	04/30/2016	420.00		5
100-515161-220 ATTORNEY - CONTRACT	BJELAJAC, JOHN M	Effluent Agreement: AMS	16100-023D 1	04/30/2016	1,275.00		5
Total 100515161220:					4,005.00		
100515161272							
100-515161-272 ATTORNEY - MUNICIPAL C	BJELAJAC, JOHN M	Municipal Court General File - 2016	16100-099D 4	04/30/2016	4,020.00		5
Total 100515161272:					4,020.00		
100525211225							
100-525211-225 POLICE - TELEPHONE	WI DEPT OF JUSTICE	TIME System Acs	T20864	04/15/2016	349.50		5
Total 100525211225:					349.50		
100525211240							
100-525211-240 POLICE - FUEL, OIL	DOUG'S AUTO	908 2013 Ford Explorer	026023	04/22/2016	24.95		5
Total 100525211240:					24.95		
100525211242							
100-525211-242 POLICE - REPAIR/MTCE EQ	DOUG'S AUTO	908 2013 Ford Explorer	025952	04/04/2016	747.97		5
Total 100525211242:					747.97		
100525211248							
100-525211-248 POLICE - REP & MAINT BUIL	SCHINDLER ELEVATOR CORP	Annual Category One Test as Required by Law	7152325673	04/20/2016	575.00		5
Total 100525211248:					575.00		
100525211310							
100-525211-310 POLICE - OFF SUPP-POSTA	BURLINGTON AREA SCHOOL D	BASD POLICE PAPER	042816	04/28/2016	113.40		5
100-525211-310 POLICE - OFF SUPP-POSTA	RICHTER'S MARKETPLACE	Richter's Marketplace - Police Dept	04/22/16PD	04/22/2016	5.85		5
100-525211-310 POLICE - OFF SUPP-POSTA	RICHTER'S MARKETPLACE	Richter's Marketplace - Police Dept	04/29/16PD	04/29/2016	17.04		5
100-525211-310 POLICE - OFF SUPP-POSTA	RICHTER'S MARKETPLACE	Richter's Marketplace - Police Dept	04/29/16PD*	04/29/2016	4.44		5
100-525211-310 POLICE - OFF SUPP-POSTA	RICHTER'S MARKETPLACE	Richter's Marketplace - Police Dept	05/04/16PD	05/04/2016	1.25		5
100-525211-310 POLICE - OFF SUPP-POSTA	STAPLES BUSINESS ADVANTA	STAPLES POLICE DEPT	8039111816	04/30/2016	296.25		5
Total 100525211310:					438.23		
100525211330							
100-525211-330 POLICE - TRAVEL	BLACKHAWK TECHNICAL COLL	Police Recruit Testing & Eval	S0241443	04/19/2016	25.00		5
Total 100525211330:					25.00		
100525211344							
100-525211-344 POLICE - JANITOR SUPPLIE	REINEMANS, INC.	Police Dept - Supplies	99673	04/21/2016	44.96		5
Total 100525211344:					44.96		
100525211384							
100-525211-384 POLICE - CRIME PREVENTI	WORLDWIDE LTD	2" x2" Full Color Temporary Tattoo's	113174	04/29/2016	130.00		5
Total 100525211384:					130.00		
100525220157							
100-525220-157 FIRE - INSERVICE TRAININ	GATEWAY - KENOSHA CAMPU	0158976 City of Burlington Fire Dept	21213	04/26/2016	30.18		5
100-525220-157 FIRE - INSERVICE TRAININ	GATEWAY - KENOSHA CAMPU	0158976 City of Burlington Fire Dept	21230	04/26/2016	2,411.30		5
100-525220-157 FIRE - INSERVICE TRAININ	GATEWAY - KENOSHA CAMPU	0158976 City of Burlington Fire Dept	21234	04/26/2016	60.36		5

GL Account and Title	Vendor Name	Description	Invoice Number	Invoice Date	Net Invoice Amount	Date Paid	Peri
100-525220-157 FIRE - INSERVICE TRAININ	GATEWAY - KENOSHA CAMPU	0158976 City of Burlington Fire Dept	21260	04/28/2016	160.00		5
Total 100525220157:					2,661.84		
100525220244							
100-525220-244 FIRE - REPAIR MAINT EQUI	5 ALARM FIRE AND SAFETY	5 Alarm Fire & Safety - Supplies	156994-1	04/27/2016	104.47		5
Total 100525220244:					104.47		
100525220248							
100-525220-248 FIRE - REPAIR MAINT BLDG	AUTUMN SUPPLY	Autumn Supply -Towel	11333	05/02/2016	107.16		5
100-525220-248 FIRE - REPAIR MAINT BLDG	MENARDS	Acct # 32120264 - Fire House Supplies (split)	5313	05/02/2016	19.22		5
Total 100525220248:					126.38		
100525220298							
100-525220-298 FIRE- CONTRACT SERVICE	EMERGENCY SERVICE MARKE	IamResponding - One year Agreement	04/29/16	04/29/2016	850.00		5
Total 100525220298:					850.00		
100525220310							
100-525220-310 FIRE - OFFICE SUPPLIES	BURLINGTON AREA SCHOOL D	BASD FIRE DEPT PAPER	042816	04/28/2016	22.68		5
Total 100525220310:					22.68		
100525220389							
100-525220-389 FIRE - PROTECTIVE CLOTH	MENARDS	Acct # 32120264 - Fire House Supplies (split)	5313	05/02/2016	9.99		5
Total 100525220389:					9.99		
100525231298							
100-525231-298 BLDG INSP - CONTRACT	MUNICIPAL SERVICES, LLC	MUNICIPAL SERVICES BLDG INSPECTIONS	201611	03/01/2016	114.00		5
Total 100525231298:					114.00		
100535321159							
100-535321-159 STREETS - CLOTHING ALL	ALSCO	ALSCO DPW (split) Customer # 074780	IMIL1065635	04/20/2016	126.09		5
100-535321-159 STREETS - CLOTHING ALL	ALSCO	ALSCO DPW (split) Customer # 074780	IMIL1068062	04/27/2016	70.43		5
100-535321-159 STREETS - CLOTHING ALL	ALSCO	ALSCO DPW (split) Customer # 074780	IMIL1070562	05/04/2016	64.96		5
100-535321-159 STREETS - CLOTHING ALL	CLASSIC INDUSTRIAL SUPPLIE	CIS DPW (split)	2612	04/20/2016	227.75		5
Total 100535321159:					489.23		
100535321240							
100-535321-240 STREETS - FUEL, OIL & LU	OSI ENVIRONMENTAL, INC.	Used Oil - Collection Service Fee	1029302	05/15/2016	181.25		5
Total 100535321240:					181.25		
100535321248							
100-535321-248 STREETS REP & MAINT BL	ALSCO	ALSCO DPW (split) Customer # 074781	IMIL1065636	04/20/2016	10.93		5
100-535321-248 STREETS REP & MAINT BL	ALSCO	ALSCO DPW (split) Customer # 074781	IMIL1070563	05/04/2016	10.93		5
Total 100535321248:					21.86		
100535321298							
100-535321-298 STREETS - CONTRACT SER	AUGIE'S EXCAVATING INC	544 Loader to Load Abe	2825	02/19/2016	585.00		5
100-535321-298 STREETS - CONTRACT SER	HALVERSON OVERHEAD DOO	service call (split)	0091583-IN	04/22/2016	128.80		5
100-535321-298 STREETS - CONTRACT SER	STEPP EQUIPMENT COMPANY	Labor - Preventive Maintenance & Safety Check	120-803203	05/02/2016	400.00		5
100-535321-298 STREETS - CONTRACT SER	WANASEK CORPORATION	ELGIN TRUCK SWEEPER	5868	04/25/2016	1,163.75		5

GL Account and Title	Vendor Name	Description	Invoice Number	Invoice Date	Net Invoice Amount	Date Paid	Perio
100-535321-298 STREETS - CONTRACT SER	TEREX SERVICES	Annual Inspection Unit 609	90351326	04/26/2016	1,786.47		5
100-535321-298 STREETS - CONTRACT SER	DONERITE JANITORIAL SERVI	DoneRite Janitorial Cleaning for DPW (split)	2839	04/19/2016	368.00		5
Total 100535321298:					4,432.02		
100535321350							
100-535321-350 STREETS - REP MAINT SUP	HUMPHREY SERVICE & PARTS,	HUMPHREY SERVICE DPW STOCK	1109534	04/15/2016	89.00		5
100-535321-350 STREETS - REP MAINT SUP	HUMPHREY SERVICE & PARTS,	credit	1109554	04/15/2016	33.78-		5
100-535321-350 STREETS - REP MAINT SUP	HUMPHREY SERVICE & PARTS,	credit	1109555	04/15/2016	75.84-		5
100-535321-350 STREETS - REP MAINT SUP	HUMPHREY SERVICE & PARTS,	HUMPHREY SERVICE DPW STOCK	1110491	04/26/2016	48.81		5
100-535321-350 STREETS - REP MAINT SUP	LINCOLN CONTRACTORS SUP	Industrial Viton Open Head Sprayer	K44499	05/03/2016	189.98		5
100-535321-350 STREETS - REP MAINT SUP	MENARDS	Menards Acct 32120266	4323	04/19/2016	22.14		5
100-535321-350 STREETS - REP MAINT SUP	MOTOR PARTS COMPANY, LLC	TRL LAMP	272980	05/02/2016	23.98		5
100-535321-350 STREETS - REP MAINT SUP	NELSON ELECTRIC SUPPLY	Lamp Fluor Compact 13W	782260-01	04/20/2016	45.04		5
100-535321-350 STREETS - REP MAINT SUP	REINEMANS, INC.	4" Wht Chip Brush	100013	04/26/2016	8.62		5
100-535321-350 STREETS - REP MAINT SUP	SHERWIN INDUSTRIES, INC.	credit	91854	02/26/2016	9.98-		5
100-535321-350 STREETS - REP MAINT SUP	SHERWIN INDUSTRIES, INC.	Sherwin Ind D.V. HI Build Yellow Paint	SC035379	04/29/2016	1,051.82		5
100-535321-350 STREETS - REP MAINT SUP	IBD, LLC	IBD- Unit 515	110143348	04/28/2016	338.85		5
Total 100535321350:					1,698.64		
100535321351							
100-535321-351 STREETS - MAINT CURB,G	ASPHALT CONTRACTORS, INC	Asphalt Contractors - E-1 9.5mm	2016052	04/27/2016	45.00		5
100-535321-351 STREETS - MAINT CURB,G	ASPHALT CONTRACTORS, INC	Asphalt Contractors - E-1 9.5mm	2016056	04/29/2016	121.05		5
100-535321-351 STREETS - MAINT CURB,G	MENARDS	Menards Acct 32120266 - Concrete	4389	04/20/2016	27.79		5
Total 100535321351:					193.84		
100545430298							
100-545430-298 ANIMAL SHELTER	WISCONSIN HUMANE SOCIETY	ANIMAL SHELTER CONTRACT	649	05/01/2016	798.47		5
Total 100545430298:					798.47		
100555532350							
100-555532-350 POOL	BJELAJAC, JOHN M	Community Pool II	15100-039D 2	04/30/2016	765.00		5
Total 100555532350:					765.00		
100555551159							
100-555551-159 PARKS - CLOTHING	ALSCO	ALSCO DPW (split) Customer # 074780	IMIL1065635	04/20/2016	18.06		5
100-555551-159 PARKS - CLOTHING	ALSCO	ALSCO DPW (split) Customer # 074780	IMIL1068062	04/27/2016	18.58		5
100-555551-159 PARKS - CLOTHING	ALSCO	ALSCO DPW (split) Customer # 074780	IMIL1070562	05/04/2016	16.83		5
100-555551-159 PARKS - CLOTHING	CLASSIC INDUSTRIAL SUPPLIE	CIS DPW (split)	2612	04/20/2016	227.75		5
Total 100555551159:					281.22		
100555551211							
100-555551-211 PARKS - PHYSICALS	AURORA HEALTH CARE	Acct #600003826 Smith, Andrew	141970187	04/13/2016	96.00		5
Total 100555551211:					96.00		
100555551248							
100-555551-248 PARKS - REPAIR MAINT BL	ALSCO	ALSCO DPW (split) Customer # 074781	IMIL1065636	04/20/2016	5.46		5
100-555551-248 PARKS - REPAIR MAINT BL	ALSCO	ALSCO DPW (split) Customer # 074781	IMIL1070563	05/04/2016	5.46		5
Total 100555551248:					10.92		
100555551298							
100-555551-298 PARKS - OUTSIDE SERVICE	COMPLETE TREE SERVICE, LL	grubbed stump	209124	04/15/2016	75.00		5

GL Account and Title	Vendor Name	Description	Invoice Number	Invoice Date	Net Invoice Amount	Date Paid	Perit
100-555551-298 PARKS - OUTSIDE SERVICE	HALVERSON OVERHEAD DOO	service call (split)	0091583-IN	04/22/2016	64.40		5
100-555551-298 PARKS - OUTSIDE SERVICE	PATS SERVICES, INC	PATS SANITARY COMPOST SITE	A-125032	04/20/2016	90.00		5
100-555551-298 PARKS - OUTSIDE SERVICE	PATS SERVICES, INC	PATS SANITARY RENTAL BUSHNELL PARK	A-125369	04/29/2016	180.00		5
100-555551-298 PARKS - OUTSIDE SERVICE	PATS SERVICES, INC	CITY OF BURLINGTON DOG PARK	A-125378	04/29/2016	80.00		5
100-555551-298 PARKS - OUTSIDE SERVICE	DONERITE JANITORIAL SERVI	DoneRite Janitorial Cleaning for DPW (split)	2839	04/19/2016	184.00		5
Total 100555551298:					673.40		
100555551310							
100-555551-310 PARKS - OFFICE SUPP, PO	COMPLETE OFFICE OF WISCO	InkCart	569337	05/06/2016	276.40		5
Total 100555551310:					276.40		
100555551350							
100-555551-350 PARKS - REPAIR/MTCE SUP	ELKHORN CHEMICAL & PACKA	ELKHORN CHEMICAL DPW	573836	04/22/2016	143.12		5
100-555551-350 PARKS - REPAIR/MTCE SUP	MENARDS	Menards Acct 32120266	4540	04/22/2016	29.91		5
100-555551-350 PARKS - REPAIR/MTCE SUP	MENARDS	Menards Acct 32120266	5045	04/29/2016	29.97		5
100-555551-350 PARKS - REPAIR/MTCE SUP	MENARDS	Menards Acct 32120266 - Light Bulbs	5470	05/04/2016	43.93		5
100-555551-350 PARKS - REPAIR/MTCE SUP	OLSEN SAFETY EQUIP. COR.	Arc Flash Kevlar	0329958-IN	04/06/2016	373.21		5
100-555551-350 PARKS - REPAIR/MTCE SUP	REINDERS INC	30# Bags Insecticide	1628442	04/18/2016	240.00		5
100-555551-350 PARKS - REPAIR/MTCE SUP	REINDERS INC	Reinders- parts for Unit 107	1630290-00	04/27/2016	202.78		5
100-555551-350 PARKS - REPAIR/MTCE SUP	REINDERS INC	striping machine for athletic machine	2563448-00	04/12/2016	150.00		5
100-555551-350 PARKS - REPAIR/MTCE SUP	REINDERS INC	Granular Dry Seed Mulch	977638-00	04/20/2016	453.00		5
100-555551-350 PARKS - REPAIR/MTCE SUP	REINEMANS, INC.	Platinum Bar Oil	100030	04/26/2016	68.34		5
100-555551-350 PARKS - REPAIR/MTCE SUP	REINEMANS, INC.	Buffer	99401	04/18/2016	8.63		5
100-555551-350 PARKS - REPAIR/MTCE SUP	REINEMANS, INC.	3' GripGrab Ext Jeana	99772	04/22/2016	59.37		5
100-555551-350 PARKS - REPAIR/MTCE SUP	BREEZY HILL NURSERY INC.	Decomposed Red Granite	1-194131	04/21/2016	632.00		5
100-555551-350 PARKS - REPAIR/MTCE SUP	BREEZY HILL NURSERY INC.	BREEZY HILL NURSERY DPW	I-194170	04/22/2016	1,516.06		5
Total 100555551350:					3,950.32		
100555551520							
100-555551-520 PARKS - PROP AND LIAB IN	ZAREK INSURANCE, INC.	hoe/ loader	7485	05/04/2016	36.00		5
Total 100555551520:					36.00		
100565641298							
100-565641-298 PLAN COMM - CONTRACT S	MDRoffers Consulting LLC	Project: Current Planning Services	201604002	05/03/2016	2,578.18		5
Total 100565641298:					2,578.18		
100575710297							
100-575710-297 GARBAGE- CONTRACT SVC	JOHNS DISPOSAL SERVICE IN	CONTRACTED BILLING/RECYCLE	67326	04/22/2016	8,402.10		5
100-575710-297 GARBAGE- CONTRACT SVC	JOHNS DISPOSAL SERVICE IN	Riverview Manor (split)	68287	04/29/2016	108.00		5
Total 100575710297:					8,510.10		
100575710298							
100-575710-298 GARBAGE - CONTRACT SV	JOHNS DISPOSAL SERVICE IN	CONTRACTED BILLING/GARBAGE	67326	04/22/2016	29,478.87		5
100-575710-298 GARBAGE - CONTRACT SV	JOHNS DISPOSAL SERVICE IN	Riverview Manor (split)	68287	04/29/2016	371.00		5
Total 100575710298:					29,849.87		
100575710299							
100-575710-299 GARBAGE- CNTRCT SVCS	KAPUR & ASSOCIATES, INC.	15.0107.01 Burlington Landfill 2015-2016	87466	04/21/2016	1,110.50		5
Total 100575710299:					1,110.50		

GL Account and Title	Vendor Name	Description	Invoice Number	Invoice Date	Net Invoice Amount	Date Paid	Peri
251555511211							
251-555511-211 PHYSICALS	AURORA HEALTH CARE	Acct #600003826, Graf	142037831	04/15/2016	96.00		5
251-555511-211 PHYSICALS	TRANS UNION LLC	TRANS UNION LLC LIBRARY	03614029	03/28/2016	12.64		5
251-555511-211 PHYSICALS	TRANS UNION LLC	TRANS UNION LLC LIBRARY	04613814	04/25/2016	12.53		5
251-555511-211 PHYSICALS	TRANS UNION LLC	TRANS UNION LLC DPW	04613814	04/25/2016	12.75		5
Total 251555511211:					133.92		
251555511242							
251-555511-242 REPAIR, MAINTENANCE EQ	GORDON FLESCH COMPANY, I	canon copier maint fee	11496018	04/30/2016	408.47		5
251-555511-242 REPAIR, MAINTENANCE EQ	MARTIN GROUP	Public Copier Maint. Contract	1193810	04/30/2016	328.90		5
Total 251555511242:					737.37		
251555511247							
251-555511-247 REPAIR, MAINTENANCE BUI	BRUESEWITZ PLUMBING, INC	Rodded Sewer Line	35741	03/07/2016	273.00		5
251-555511-247 REPAIR, MAINTENANCE BUI	ELKHORN CHEMICAL & PACKA	BUILDING SUPPLIES	573474	04/30/2016	386.77		5
251-555511-247 REPAIR, MAINTENANCE BUI	MENARDS	YA area carpet repair	2818	04/30/2016	20.14		5
251-555511-247 REPAIR, MAINTENANCE BUI	REINEMANS, INC.	Building Supplies	95044	04/30/2016	32.44		5
251-555511-247 REPAIR, MAINTENANCE BUI	REINEMANS, INC.	Building Supplies	98874	04/30/2016	52.39		5
Total 251555511247:					764.74		
251555511310							
251-555511-310 OFFICE SUPPLIES, POSTA	BURLINGTON AREA SCHOOL D	BASD LIBRARY PAPER	042816	04/28/2016	45.36		5
251-555511-310 OFFICE SUPPLIES, POSTA	DEMCO	Tech Services Supplies	5834075	04/30/2016	78.23		5
251-555511-310 OFFICE SUPPLIES, POSTA	DEMCO	LANYARDS	5834075B	04/30/2016	42.76		5
251-555511-310 OFFICE SUPPLIES, POSTA	HRdirect	JOB APPLICATION FORMS	3799001	04/30/2016	47.69		5
251-555511-310 OFFICE SUPPLIES, POSTA	LAKESHORE LIBRARY SYSTEM	CASE OF RECEIPT PRINTER ROLLS	1696B	04/30/2016	54.00		5
251-555511-310 OFFICE SUPPLIES, POSTA	RICHTER'S MARKETPLACE	Richter's Marketplace - Library	04168M	04/30/2016	35.12		5
251-555511-310 OFFICE SUPPLIES, POSTA	VANGUARD ID SYSTEMS	Library Cards & Key Cards	8086401	04/30/2016	1,539.91		5
251-555511-310 OFFICE SUPPLIES, POSTA	STAPLES BUSINESS ADVANTA	STAPLES LIBRARY SUPPLIES	3298578822	04/30/2016	88.66		5
251-555511-310 OFFICE SUPPLIES, POSTA	STAPLES BUSINESS ADVANTA	STAPLES LIBRARY SUPPLIES	3298578824	04/30/2016	125.60		5
251-555511-310 OFFICE SUPPLIES, POSTA	UNIVERSITY OF OREGON LIBR	Reference Material Copies	39	04/30/2016	4.00		5
Total 251555511310:					2,061.33		
251555511312							
251-555511-312 COMPUTER SUPPLIES	VANGUARD ID SYSTEMS	Library Cards & Key Cards	8086401B	04/30/2016	1,539.91		5
Total 251555511312:					1,539.91		
251555511319							
251-555511-319 Consortium Costs	LAKESHORE LIBRARY SYSTEM	GALE COURSES	1696	04/30/2016	500.00		5
Total 251555511319:					500.00		
251555511327							
251-555511-327 MATERIALS	PENWORTHY COMPANY	children's materials	0514163	04/30/2016	226.62		5
251-555511-327 MATERIALS	BAKER & TAYLOR	Childrens Materials	2031846749	04/30/2016	606.02		5
251-555511-327 MATERIALS	BAKER & TAYLOR	Adult Material	2031884502	04/30/2016	1,457.78		5
251-555511-327 MATERIALS	BAKER & TAYLOR CONT. SERV	ADULT MATERIALS	5014063440	04/30/2016	91.42		5
251-555511-327 MATERIALS	CENTER POINT LARGE PRINT	Large Print Material	1365746	04/30/2016	257.04		5
251-555511-327 MATERIALS	MICROMARKETING ASSOCIAT	children's DVD's	613326	04/30/2016	16.18		5
251-555511-327 MATERIALS	MICROMARKETING ASSOCIAT	Audiobooks	617776	04/30/2016	254.46		5
251-555511-327 MATERIALS	AMAZON.COM/GE MONEY	AMAZON .COM LIBRARY MATERIALS	AMAZ04161	04/29/2016	82.40		5
251-555511-327 MATERIALS	AMAZON.COM/GE MONEY	AMAZON .COM LIBRARY MATERIALS	AMAZ04162	04/30/2016	49.13		5
251-555511-327 MATERIALS	MIDWEST TAPE, LLC	Music CD's	93797317	04/30/2016	16.99		5
251-555511-327 MATERIALS	MIDWEST TAPE, LLC	children's DVD's	93863976	04/30/2016	50.97		5

GL Account and Title	Vendor Name	Description	Invoice Number	Invoice Date	Net Invoice Amount	Date Paid	Perk
251-555511-327 MATERIALS	MIDWEST TAPE, LLC	audiobooks	93868715	04/30/2016	208.95		5
251-555511-327 MATERIALS	MIDWEST TAPE, LLC	DVD's	93882306	04/30/2016	938.61		5
251-555511-327 MATERIALS	BOOK FARM, THE	CHILDREN'S MATERIALS	MPW6178	04/30/2016	2,820.14		5
251-555511-327 MATERIALS	MIDAMERICA BOOKS	Childrens Materials	376080	04/30/2016	541.80		5
251-555511-327 MATERIALS	LOOKOUT BOOKS	Childrens Materials	0203511	04/30/2016	844.49		5
Total 251555511327:					8,463.00		
251555511345							
251-555511-345 PROGRAMS	BATTLEFIELD BALLADEERS	PROGRAM PERFORMERS	0416BB	04/30/2016	200.00		5
Total 251555511345:					200.00		
462565641298							
462-565641-298 Contract Services	KAPUR & ASSOCIATES, INC.	16.0078.01 Burlington MS4	87479	04/21/2016	7,021.00		5
Total 462565641298:					7,021.00		
465515132802							
465-515132-802 ADMIN CAPITAL OUTLAY C	FACILITYDUDE.COM	Mobile311- pro-rated 8 months	S-003568	05/04/2016	4,343.33		5
Total 465515132802:					4,343.33		
621575740159							
621-575740-159 CLOTHING ALLOWANCE	ALSCO	ALSCO WWTP (split) Cust # 012230	IMIL1068064	04/27/2016	72.66		5
621-575740-159 CLOTHING ALLOWANCE	ALSCO	ALSCO WWTP (split) Cust # 012230	IMIL1070565	05/04/2016	85.69		5
Total 621575740159:					158.35		
621575740240							
621-575740-240 FUEL, OIL AND LUBRICANT	MIKE'S REPAIR SERVICE	Mike's Repair WWTP Tanker (split)	24159	04/25/2016	90.00		5
Total 621575740240:					90.00		
621575740242							
621-575740-242 REPAIR,MAINTENANCE VE	LOIS TIRE SHOP,INC.	1999 Checy Tk#72	383601	05/02/2016	2,793.62		5
621-575740-242 REPAIR,MAINTENANCE VE	MIKE'S REPAIR SERVICE	Mike's Repair WWTP Tanker (split)	24159	04/25/2016	305.00		5
Total 621575740242:					3,098.62		
621575740244							
621-575740-244 REPAIRS,MAINT EQUIPMEN	ALSCO	ALSCO WWTP (split) Cust # 012230	IMIL1068064	04/27/2016	13.78		5
621-575740-244 REPAIRS,MAINT EQUIPMEN	ALSCO	ALSCO WWTP Cust # 012231 (split)	IMIL1068065	04/27/2016	112.64		5
621-575740-244 REPAIRS,MAINT EQUIPMEN	ALSCO	ALSCO WWTP (split) Cust # 012230	IMIL1070565	05/04/2016	7.21		5
621-575740-244 REPAIRS,MAINT EQUIPMEN	GRAINGER	GRAINGER WWTP SUPPLIES	9098315261	04/29/2016	618.09		5
Total 621575740244:					751.72		
621575740245							
621-575740-245 GROUND IMPROVEMENTS	LANDMARK SERVICES COOPE	TRIPLET	IVC0318539	04/25/2016	96.29		5
Total 621575740245:					96.29		
621575740248							
621-575740-248 PLANT OPERATION	MENARDS	Menards Acct 32120265	4979	04/28/2016	68.48		5
Total 621575740248:					68.48		

GL Account and Title	Vendor Name	Description	Invoice Number	Invoice Date	Net Invoice Amount	Date Paid	Peri
621575740249							
621-575740-249 LABORATORY	ALSCO	ALSCO WWTP (split) Cust # 012230	IMIL1068064	04/27/2016	95.31		5
621-575740-249 LABORATORY	ALSCO	ALSCO WWTP Cust # 012231 (split)	IMIL1068065	04/27/2016	80.03		5
Total 621575740249:					175.34		
621575740254							
621-575740-254 SLUDGE REMOVAL	PATS SERVICES, INC	Pats Services - Bio-Solids Applied	726873	04/30/2016	21,000.00		5
Total 621575740254:					21,000.00		
621575740298							
621-575740-298 CONTRACT SERVICE	ROMENESKO, PATRICK S.C.	Second Interim Billing (split)	19010	04/30/2016	2,500.00		5
Total 621575740298:					2,500.00		
621575740310							
621-575740-310 OFFICE SUPPLIES, POSTA	BURLINGTON AREA SCHOOL D	BASD WWTP PAPER	042816	04/28/2016	45.36		5
621-575740-310 OFFICE SUPPLIES, POSTA	MINUTEMAN PRESS OF BURLI	Minuteman - Business Cards	26876	04/20/2016	42.00		5
621-575740-310 OFFICE SUPPLIES, POSTA	STAPLES BUSINESS ADVANTA	STAPLES WWTP OFFICE SUPPLIES	8039111816	04/30/2016	99.02		5
Total 621575740310:					186.38		
621575740359							
621-575740-359 SANITARY SEWER REPAIR,	DIGGERS HOTLINE, INC	Diggers Hotline WWTP	160 4 42701	04/30/2016	91.35		5
Total 621575740359:					91.35		
622501070000							
622-501070-000 WORK IN PROGRESS	BAXTER & WOODMAN, INC.	140318.32 Well 11 Engineering Report Amendment	0185758	04/26/2016	19,598.60		5
Total 622501070000:					19,598.60		
622506230000							
622-506230-000 SUPPLIES	RUNDLE-SPENCE	Rundle-Spence - parts	S2462098.001	04/13/2016	78.62		5
622-506230-000 SUPPLIES	GRAINGER	GRAINGER WATER SUPPLIES	9086975969	04/19/2016	657.00		5
622-506230-000 SUPPLIES	REINEMANS, INC.	Water Dept - Supplies	99589	04/20/2016	3.26		5
622-506230-000 SUPPLIES	REINEMANS, INC.	Water Dept - Supplies	99590	04/20/2016	2.06		5
Total 622506230000:					740.94		
622506410000							
622-506410-000 SUPPLIES	REINEMANS, INC.	Tongue Plier	99903	04/25/2016	47.69		5
Total 622506410000:					47.69		
622506510000							
622-506510-000 MAINS, WATER BREAKS-SU	DIGGERS HOTLINE, INC	Diggers Hotline Water	160 4 42701	04/30/2016	91.35		5
Total 622506510000:					91.35		
622506520000							
622-506520-000 SERVICE-SUPPLIES	WANASEK CORPORATION	PERKINS ST REPAIR	5877	04/27/2016	1,602.01		5
Total 622506520000:					1,602.01		
622509030000							
622-509030-000 OFFICE SUPPLIES	ALSCO	ALSCO DPW - Water Customer #025570	IMIL1068063	04/27/2016	37.30		5
622-509030-000 OFFICE SUPPLIES	ALSCO	ALSCO DPW - Water Customer #025570	IMIL1070564	05/04/2016	37.30		5

GL Account and Title	Vendor Name	Description	Invoice Number	Invoice Date	Net Invoice Amount	Date Paid	Perit
Total 622509030000:					74.60		
622509210000							
622-509210-000 OFFICE SUPPLY	DIGICORP	HP Desktop/Office 2016	312969	04/21/2016	1,034.23		5
Total 622509210000:					1,034.23		
622509230000							
622-509230-000 OUTSIDE SERVICES	ROMENESKO, PATRICK S.C.	Second Interim Billing (split)	19010	04/30/2016	2,500.00		5
Total 622509230000:					2,500.00		
622509330000							
622-509330-000 TRANSPORTATION-SUPPLI	LOIS TIRE SHOP,INC.	tire repair	383762	05/03/2016	35.00		5
Total 622509330000:					35.00		
622509350000							
622-509350-000 GENERAL PLANT-SUPPLIE	ALSCO	ALSCO DPW (split) Customer # 074781	IMIL1065636	04/20/2016	10.93		5
622-509350-000 GENERAL PLANT-SUPPLIE	ALSCO	ALSCO DPW (split) Customer # 074781	IMIL1070563	05/04/2016	10.93		5
622-509350-000 GENERAL PLANT-SUPPLIE	HALVERSON OVERHEAD DOO	service call (split)	0091583-IN	04/22/2016	128.80		5
622-509350-000 GENERAL PLANT-SUPPLIE	REINEMANS, INC.	shop supplies	100146	04/28/2016	44.14		5
622-509350-000 GENERAL PLANT-SUPPLIE	DONERITE JANITORIAL SERV I	DoneRite Janitorial Cleaning for DPW (split)	2839	04/19/2016	368.00		5
Total 622509350000:					562.80		
623575740245							
623-575740-245 REPAIR,MAINTENANCE GR	F & W LANDSCAPE SPEC.	F & W LANDSCAPE AIRPORT CUTTING	13	05/01/2016	1,200.00		5
Total 623575740245:					1,200.00		
623575740247							
623-575740-247 REPAIR,MAINTENANCE BUI	HUGHES ELECTRIC, INC	HUGHES ELECTRIC AIRPORT LIGHTS	11270	05/02/2016	924.00		5
Total 623575740247:					924.00		
623575740298							
623-575740-298 CONTRACT SERVICES	BURLINGTON DEVELOPMENT	TIME WARNER	MAY2016	05/01/2016	183.00		5
623-575740-298 CONTRACT SERVICES	BURLINGTON DEVELOPMENT	Pat's Sanitary Service	MAY2016	05/01/2016	35.97		5
623-575740-298 CONTRACT SERVICES	BURLINGTON DEVELOPMENT	Outside Service - Cleaning	MAY2016	05/01/2016	120.42		5
623-575740-298 CONTRACT SERVICES	BURLINGTON DEVELOPMENT	pest control services	MAY2016	05/01/2016	55.00		5
Total 623575740298:					394.39		
623575740310							
623-575740-310 OPERATING SUPPLIES	BURLINGTON DEVELOPMENT	kitchen/hangar supplies	MAY2016	05/01/2016	119.40		5
Total 623575740310:					119.40		
Grand Totals:					163,027.78		

GL Account and Title	Vendor Name	Description	Invoice Number	Invoice Date	Net Invoice Amount	Date Paid	Perk
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Dated: _____

Motion for Approval by: _____

Motion Seconded by: _____



COMMON COUNCIL AGENDA

ITEM NUMBER: 10

DATE: May 17, 2016

SUBJECT: Licenses & Permits

SUBMITTED BY: Diahnn Halbach, City Clerk

BACKGROUND/HISTORY:

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 and pouring of 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 businesses.

Operator's Licenses: see attached list

Upcoming Special Events:

FiveStar Fireworks

John Heinecke

Burlington Chocolate Fest – May 27, 2016 at dusk

681 Maryland Avenue (Chocolate Fest Grounds)

BUDGET/FISCAL IMPACT:

Applicants are charged an administrative fee of which a portion funds are applied towards 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 (noted above).

RECOMMENDATION:

Staff recommends that the Common Council approve the presented licenses.

TIMING/IMPLEMENTATION:

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

ATTACHMENTS:

None

2016 – 2017 Licenses for Renewal (May 7, 2016)

Kristine Anderson	Susan Gross	Charis Nelson
Ashley Baer	Ernesto Gutierrez	Mark Pieters
Michelle Baumeister	Staci Hallett	Michael Pinter
Darlene Bayer	Margaret Hegeman	Lee Rehberg
Catherine Becker	Taylor Hesse	Nicole Reid
Breeanna Bedford	Rachel Horn	Paul Rintz
Eric Beierwaltes	Qinghua Jiang	Nancy Ruhland
Timothy Beix	Sukhuinder Kaur	Melanie St. John
Martha Bernard	Lindsey Kessler	Makayla Salas
Mary Durdette	Steven Klein	Samantha Salemi
Eva Capetti Lefebvre	Kevin Kling	Elena Schleusner
Tina Chesler	Sarah Klunk	Amrik Singh
Audrey Chochola	Rosalie Koldeway	Avtar Singh
Arthur Colaianni	Anthony Kringer	Manjit Singh
Stephanie Cramer	Ross Krueger	
Deborah Crandall	Lois Krusemark	Hema Singu
Terri Curtiss	Christina Kulick	Kenneth Squire
Jiachuan Dong	Amy Ludeman	Pyan Stachon
Erica Downey	Pamela McRae	Patricia Stahlhood
Sarah Favell	Julia Maldonado	Julie Stone-Busch
Dustin Fell	Terra Malom	Erika Subrod
Paul Freeman	John Merten Jr	Jamie Szarfinski
Kim Gast	Bradley Metzger	Jennifer Thomas
Darci Gauger	Ethan Miller	Tami Tyler
Jeannette Gee	Melinda Mitchell	Dorothy Uhlenhake
Mirage Goff	Jennifer Molle	Rattandeep Verma
Crystal Gosmire	Erwin Muellenbach	Emily Waite
Patricia Wells	Todd Zirzow	Julie Waite
Nancy Werner		



DATE: May 17, 2016

SUBJECT: **RESOLUTION 4783(2)** to consider an amendment to the Memorandum of Understanding (MOU) between the City of Burlington and Racine County.

SUBMITTED BY: Carina Walters, City Administrator

BACKGROUND/HISTORY:

In 2012, the City of Burlington and Racine County entered into discussions regarding the sharing of services between the two entities. Racine County sought to reallocate services for the Register of Deeds, County Clerk and County Treasurer out of their facility at 209 N. Main Street in Burlington. On March 6, 2012 a Memorandum of Understanding was approved by the City and services began at City Hall shortly after. In exchange for services provided by city staff, eight hours of Human Resource assistance was provided on a weekly basis from mid-2012 to December 2014, with more support as needed by the city.

In December 2014, the Human Resource staff member that was assigned to the city retired from the County. With City and County staff changes during the year of 2015, it became more difficult for this service to be provided to the City. After a yearly analysis of 2012-2015, it was determined that an average of 12.5 hours of city staff time was spend providing County services at City Hall. Staff negotiated with the County to compensate a dollar amount of \$9,678.50 for the year 2016, equal to a staff member working 12.5 hours at the Administrative Assistant starting wage of \$14.89 per hour. The city may choose to seek assistance via a temp agency or part-time employment assistance if desired with these funds.

The agreement will remain open to modification in the future by either party if necessary with the approval of the Common Council and the Racine County Board

BUDGET/FISCAL IMPACT:

Racine County has negotiated to compensate the City \$9,678.50 in exchange for County fulfilled by City Hall staff during the year of 2016.

RECOMMENDATION:

Staff recommends approval of this amendment in exchange for County services provided by City Hall staff during 2016.

TIMING/IMPLEMENTATION:

This item is was discussed at the May 3, 2016 Committee of the Whole meeting and scheduled for final consideration at the May 17, 2016 Common Council meeting.

ATTACHMENTS:

Resolution
Memorandum of Understanding

A RESOLUTION TO ADOPT AN AMENDMENT TO A MEMORANDUM OF UNDERSTANDING BETWEEN THE CITY OF BURLINGTON AND RACINE COUNTY CONCERNING COLLABORATION AND RECIPROCAL ASSISTANCE IN PROVISION OF SERVICES

WHEREAS, the City of Burlington and Racine County entered into an agreement on March 6, 2012 to provide County counter services under the authority of the County Clerk, County Treasurer and Register of Deeds at City Hall; and,

WHEREAS, said agreement ensures continuation of high quality services while avoiding unnecessary costs; and,

WHEREAS, Racine County provided limited Human Resource and staffing assistance to the City of Burlington in exchange for these services, as outlined in the attached Memorandum of Understanding.

WHEREAS, Racine County seeks to provide the City of Burlington the amount of \$9,678.50 as an alternative to providing limited Human Resource and staffing assistance, as outlined in the attached Amendment to the Memorandum of Understanding.

NOW, THEREFORE, BE IT RESOLVED that the Common Council of the City of Burlington, Racine County, State of Wisconsin hereby adopts the attached Amendment to the Memorandum of Understanding between the City of Burlington and Racine County.

NOW, THEREFORE, BE IT FUTHER RESOLVED that the Mayor is hereby authorized to execute this Amendment to the Memorandum of Understanding on behalf of the City.

Introduced: May 3, 2016
Adopted:

Jeannie Hefty, Mayor

Attest:

Diahnn Halbach, City Clerk

**AMENDMENT TO MEMORANDUM OF UNDERSTANDING
CONCERNING COLLABORATION AND RECIPROCAL ASSISTANCE
IN PROVISION OF SERVICES**

THIS AMENDMENT TO THE MEMORANDUM OF UNDERSTANDING CONCERNING COLLABORATION AND RECIPROCAL ASSISTANCE IN PROVISION OF SERVICES, entered into this ____ day of _____, 2016, between Racine County, a quasi-municipal corporation with its principal office located at 730 Wisconsin Avenue, Racine, WI 53403 (hereinafter referred to as "COUNTY"), and the City of Burlington, a municipal corporation with its principal office located at 300 North Pine Street, Burlington, WI 53105 (hereinafter referred to as "CITY").

WHEREAS, the parties entered into a Memorandum of Understanding Concerning Collaboration and Reciprocal Assistance in Provision of Services (hereinafter referred to as "MOU"), dated March 12, 2012 (subsequently adjusted in February 2016), for the purposes of collaboration and partnership in cost-effective delivery of services; and

WHEREAS, due to CITY's diminished need for professional human resources services under the MOU, it is necessary for the parties to revisit the terms of the MOU to accurately reflect the nature of collaboration and partnership between the COUNTY and the CITY; and

NOW THEREFORE, the parties hereto agree to replace the MOU in its entirety with the following:

1. CITY will make available to COUNTY, members of CITY staff to provide counter service, at City Hall, on behalf of the County Clerk, County Treasurer, and County Register of Deeds, under the following terms and conditions:
 - a. Except when infeasible due to adverse weather or other factors beyond the control of CITY, services shall be provided by CITY staff during normal working hours on normal CITY working days. Services shall be provided on a walk-in basis.
 - b. It is anticipated that the total time devoted by CITY staff to providing such services will average less than 12.5 hours per week.
 - c. At no cost to CITY, COUNTY shall provide internet access from CITY computers to COUNTY information systems as required for providing the services described herein; such access shall include access to systems for recording and accounting for receipts of funds. CITY agrees that it shall limit such access to CITY staff members who require it in order to provide the services described herein.
 - d. COUNTY shall supply CITY, at no cost, specialized materials and supplies required for providing the services described herein; such materials and supplies shall include, but not be limited to, application forms, special paper for vital records certificates, and stamps or seals.
 - e. COUNTY shall provide, through the respective elected officials—County Clerk, County Treasurer, and County Register of Deeds—or their representatives, initial and refresher training of all CITY staff members that will be responsible for providing the services described herein. COUNTY shall also provide, through the respective elected officials or their representatives, telephonic or email advice and assistance, as needed in individual situations.

- f. Counter services to be provided for the offices of the respective **COUNTY** elected officials shall be as follows:
 - i. County Clerk: accept applications and fees for, and issue, marriage licenses.
 - ii. County Treasurer: accept second installments of property taxes and payments on delinquent property taxes.
 - iii. County Register of Deeds: accept real estate documents for recordation and fees therefor; accept and process applications and fees for birth certificates and issue birth certificates; accept and process applications and fees for death certificates and issue death certificates; and accept and process applications and fees for marriage certificates and issue marriage certificates.
 - iv. As part of the foregoing services, **CITY** staff shall appropriately account for, handle, and safeguard tax payments, fees, and other funds received, and shall turn over such funds to **COUNTY** from time to time on such schedule as shall be agreed between **COUNTY** and **CITY**. **COUNTY** shall implement such schedule through regular visits by a member of its staff to the Burlington City Hall.
 - g. In exchange for the services provided by **CITY**, **COUNTY** shall pay to **CITY** the sum of Nine Thousand Six Hundred Seventy-Eight and 50/100 (\$9,678.50).
 - h. **COUNTY** and **CITY** recognize the desirability of continuity of staffing. **COUNTY** understands that this **MOU** does not guarantee services by any particular **CITY** staff member(s), except that, where statutory requirements apply, certain services may only be provided by qualified **CITY** staff members (e.g., marriage licenses may only be issued by **CITY** staff members who are notaries public and are sworn as Deputy County Clerks, tax payments may only be accepted by **CITY** staff members who are sworn as Deputy County Treasurers).
 - i. All **CITY** staff pursuant to this **MOU** shall be considered employees of **CITY** and shall not be considered employees of **COUNTY**. **CITY** shall be responsible for paying all applicable employment taxes and all workers compensation and unemployment compensation expenses.
 - j. Notwithstanding the foregoing, **COUNTY** shall hold **CITY** harmless for any injuries, losses, damages, costs or expenses allegedly arising from the performance, under the provisions of this **MOU**, by **CITY** staff members of functions on behalf of the respective **COUNTY** elected officials, except that **COUNTY** shall not hold **CITY** harmless for any intentional misconduct by **CITY** staff members. **CITY** agrees to include **COUNTY** as an additional insured on its insurance coverage for intentional misconduct by its employees.
2. This Memorandum of Understanding shall be in effect for a one (1) year period commencing on _____, 2016, and concluding on _____. This **MOU** will be renewable for additional one (1) year periods upon the mutual written consent of the parties. However, it may be terminated at any time upon notice of either party, and it may be amended at any time upon the agreement of both parties.

Notice of intent to terminate or to amend shall be sent to the following officials or their successors in office:

RACINE COUNTY:

Wendy Christensen
730 Wisconsin Avenue

County Clerk
Racine, WI 53403

CITY OF BURLINGTON :

Carina Walters
300 N. Pine St.

City Administrator
Burlington, WI 53105

Done this _____ day of _____, 2016.

FOR RACINE COUNTY:

FOR CITY OF BURLINGTON:

Signature

Signature

Name/Title

Name/Title

Signature

Signature

Name/Title

Name/Title



DATE: May 3, 2016

SUBJECT: **Motion 16-837** to approve Doug Snyder of Baxter & Woodman to proceed with submitting Well #11 Treatment Plans to the Wisconsin DNR.

SUBMITTED BY: James Bergles, Director of Public Works

BACKGROUND/HISTORY:

On February 17, 2016 the City approved Doug Snyder of Baxter and Woodman to complete an initial study regarding the possible Well 11 upgrade, along with identifying alternatives that would encompass the entire water distribution system for the City of Burlington. The results of Mr. Snyder's analysis were provided in a detailed presentation and a comprehensive report was provided to the Committee of the Whole on April 2, 2016. This item is being brought forward to the May 3, 2016 Committee of the Whole for Council approval on moving forward with Option 2, as we are only recommending bringing Well #11 back online.

Three options were identified to remediate our current Radium issue at Well #11, along with the possibility of future Strontium removal. They were:

Option 1. Water Remediation Technology (WRT) Resin. WRT provides a total solution for radium and strontium removal from drinking water. WRT provides the process equipment, treatment media, and provides system maintenance with the exchange and safe, licensed disposal of used media. This is the only option that will reduce the radium and strontium levels in the sludge at the wastewater treatment plant.

Option 2. Softening Resin. This option will remove both radium and strontium and include a phosphate addition to prevent corrosion of our existing distribution lines. The City will see a slight increase in phosphorus at the treatment plant that would be countered by raising our ferric chloride amount to the wastewater treatment process. This option would allow existing home softener to be used less or removed completely.

Option 3. Hydrous Manganese Oxide (HMO). HMO is currently treating radium at Wells 9 and 10. This process only removes radium and does not remove strontium. Strontium is not currently regulated, but is on the EPA watch list for future regulation. The existing City wells have strontium levels that are nearly twice the limit currently proposed by the EPA. The HMO chemical has a high yearly cost and the equipment is labor intensive to keep operating.

BUDGET/FISCAL IMPACT:

Well 11 upgrade costs are estimated as such:

- Option 1 WRT is estimated at \$1.9 million with maintenance cost of \$560 per million gallons pumped.
- Option 2 Softening is estimated at \$1.0 million with a maintenance cost of \$50 per million gallon pumped.
- Option 3 HMO is estimated at \$1.0 million with an estimated maintenance of \$50 per million gallons pumped but I feel it will be higher after viewing operations at well 9-10.

Currently another municipality has backed out of this year's Clean Water Fund Loan Program. This has opened up 34 million dollars more in available money which makes obtaining our loan easier if we decide to go ahead with the 2017 program. Again, we have to have our design submitted along with the funding application paper work by June 30, 2016. The clean Water Fund Loan Program runs on a 20-year repayment cycle unless a shorter term is asked for. Our estimated payment on a \$1.0 million loan would be \$50,000 principle payment with a starting \$13,000 interest payment per year. The current interest rate is 1.65%.

Our 2016 budget allocated \$900,000 towards the Well 11 upgrade. It also has \$1.4 million allocated towards our Standpipe Painting. Funding this project is feasible without using the Clean Water Fund Loan. By using the CWFL we will retain a larger cash balance in the water account.

RECOMMENDATION:

Staff is recommending to upgrade Well 11 first prior to the entire water system. We recommend that we move away from the current HMO process of Radium removal. Staff sees a benefit to Option 2 of Softening Resin because it removes both of the natural elements that Well 11 tests high in. It will also help soften our water leading to a benefit to the home owner with less salt use in softeners. Staff also understands there will be a lower maintenance cost compared to the HMO process. We will need to add a phosphate to our system because of pumping softer water. This price for the phosphate has not been estimated.

TIMING/IMPLEMENTATION:

This item was discussed at the May 3, 2016 Committee of the Whole meeting. It will be brought back to the May 17, 2016 Common Council meeting for final approval. By having our plans submitted before June 30 will allow us to access state funding for 2017. If we delay our decision or cannot complete the funding paper work before June 30, we will have to wait for the next funding cycle to open up for 2018.

ATTACHMENTS:

Report

Executive Summary
Water Treatment and Storage Study
City of Burlington, Wisconsin

The City has 5 operational wells (Wells No. 7 through Well No. 11.) that are capable of meeting their water supply needs through the Year 2035, based on population projections provided by the Southeastern Regional Planning Commission. In general, the water quality from these wells is good; the iron and manganese levels are below secondary aesthetic standards.

Radium removal treatment was added at Well 9 and Well 10 in 2012. Well 7 and Well 8 meet current radium standards, but appear to be increasing in radium concentration and are expected to violate the standards within the next 10 years. Well 11 is in violation of radium limits and is currently off line and allowed only for emergency use; this was done on December 31, 2015 in order to satisfy an August 10, 2010 Wisconsin Department of Natural Resources Consent Order. The options to this were studied in a July 30, 2014 Well No. 11 Radium Compliance Report. The City chose to remove the well from service after finding elevated levels of strontium in the well; the Environmental Protection Agency (EPA) is currently considering regulation of strontium; the advisory limit is approximately half of the concentrations detected in Well 11 and the remaining water supply wells. The hydrous manganese oxide (HMO) treatment process that was installed at Well 9 and Well 10 does not remove strontium. The City could construct a similar HMO system at Well 11 and put this well back into operation in 2017; the risk is that they may need to replace the treatment equipment if the EPA decides to also regulate strontium. The opinion of probable project cost for this option is \$1,000,000.

The report examines the cost effective options that remove both radium and strontium at Well 11 and the modifications needed at Well 9 and Well 10 facilities to also remove strontium. The recommended solution at Well 11 is to install a resin softening system and bring the facility back into service in 2017; the estimated capital cost of this is \$1,000,000. The modifications at Well 9 and Well 10 can wait until strontium becomes regulated or can change if the City prefers lower operational cost and softened water for the residents. Softening facilities are recommended at the Well 7 and Well 8 sites when they are in violation of standards. The installation of softeners at each well should reduce or eliminate the need to soften at individual homes. Generators are also recommended at Well 7, Well 8, and Well 9 before the Dunford Drive tank is removed from service. The report contains a twenty year present worth cost comparison of the available treatment options.

This report also looks at the water storage needs of the City and provides a recommendation to change to conventional elevated storage rather than keep the existing system that needs pumps operating at all times to maintain system pressure. The \$1,500,000 cost associated with the new 500,000 gallon elevated storage tank and generators at each well site is less than the cost of the necessary repair, blasting, and repainting the Dunford Drive and the Origen Street structures. More importantly, the proposed system is more reliable and provides equal fire protection. The existing structures can remain until the operators are comfortable with the conventional system and possibly until a second 500,000 gallon elevated storage tank is placed at the existing Dunford Drive location or near the Well 11 locations before the end of the planning period. Attached is a schematic of the existing system and the proposed system. The report contains a twenty year present worth cost comparison of the available storage options.