



AGENDA
COMMON COUNCIL MEETING
Tuesday, June 21, 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

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 June 7, 2016 (*E. Johnson*) – pg. 3
6. Letters and Communications: None
7. Reports by Aldermanic Representatives and Department Heads
8. Reports 1- 5 (*J. Ekes*) – pg. 9
9. Payment of Vouchers (*R. Dawidziak*) – pg. 21
10. Licenses and Permits (*B. Grandi*) – pg. 39
11. Appointments and Nominations: None

12. Public Hearings:

- A. A Public Hearing to hear comments and concerns regarding a rezone request for property located at 340 Church Street. This item was discussed at tonight’s Committee of the Whole meeting and will be placed on the July 5, 2016 Common Council for final consideration. (*T. Vos*) – pg. 42

13. RESOLUTIONS:

- A. Resolution 4791(10) to consider approval of the 2015 Compliance Maintenance Annual Report (CMAR) for the Burlington Wastewater Treatment Plant. This item was discussed at the June 7, 2016 Committee of the Whole meeting. (*J. Schultz*) – pg. 44

14. ORDINANCES: There are none

15. MOTIONS:

- A. Motion 16-840 to consider approving an Agreement with FiveStar Fireworks for the City of Burlington. This item was discussed at the June 7, 2016 Committee of the Whole meeting. (*T. Preusker*) – pg. 71
- B. Motion 16-842 to consider allowing yard sale signs in the right-of-way during the City-wide yard sale, July 29-30, 2016. This item was discussed at the June 7, 2016 Committee of the Whole meeting. (*T. Bauman*) – pg. 79
- C. Motion 16-843 to consider appointing Alan Babe as the City of Burlington Fire Chief. This item was discussed at tonight’s Committee of the Whole meeting. (*E. Johnson*)

18. ADJOURNMENT (*J. Ekes*)

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

ITEM NUMBER: 5

DATE: June 21, 2016

SUBJECT: June 7, 2016 Common Council Minutes

SUBMITTED BY: Diahnn Halbach, City Clerk

BACKGROUND/HISTORY:

The attached minutes are from the June 7, 2016 Common Council meeting.

BUDGET/FISCAL IMPACT:

N/A

RECOMMENDATION:

Staff recommends approval of the attached minutes from the June 7, 2016 Common Council meeting.

TIMING/IMPLEMENTATION:

This item is scheduled for consideration at the June 21, 2016 Common Council meeting.

ATTACHMENTS:

June 7, 2016 Common Council Minutes



CITY OF BURLINGTON
Minutes of the Common Council
Jeannie Hefty, Mayor
Diahnn C. Halbach, City Clerk
Tuesday, June 7, 2016

1. Call To Order – Roll Call

Mayor Jeannie Hefty called the meeting to order at 7:39 p.m. starting with roll call. Aldermen present: Ed Johnson, John Ekes, Bob Grandi, Ruth Dawidziak, Tom Vos, Jon Schultz, Tom Preusker and Todd Bauman. Excused: None.

Also present: City Administrator Carina Walters, Director of Administrative Services Megan Watkins, City Attorney John Bjelajac, DPW Director James Bergles, Building Inspector Gregory Guidry, Police Chief Mark Anderson, Rescue Squad Chief Brian Zwiebel, and Tom Foht of Kapur & Associates.

2. Pledge of Allegiance

3. Citizen Comments

4. Chamber of Commerce Representative and Rescue Squad Representative

- Michelle Peterson, Chamber of Commerce Representative, gave an update on Chamber activities. Peterson stated the next Business After Hours is scheduled for Thursday, June 16, 2018 from 5 p.m. to 7 p.m. at the Garden Center and that Discover Wisconsin started filming at Chocolate Fest over Memorial Weekend and will continue through summer and fall and will be filming things such as biking, boating, and activity within the waterways. This program will air in 2017. Peterson mentioned that the Chamber has been considering some sort of a winter event to bring to the community and will provide updates as necessary. Peterson also stated that the Chamber awarded \$500 scholarships to two students, Jessica Korducki from Burlington High School and Bridget Rank from Catholic Central. Also, Burlington's Annual Maxwell Street Days and Community Wide Rummage Sale is scheduled for July 29 and 30.
- Brian Zwiebel, Burlington Rescue Squad Chief, provided an update on rescue calls and response times, which included a total of 574 calls from January to the end of May. Rescue received 37 calls during Chocolate Fest, May 26 - 30, which averages to 9.25 calls per day. Average response times from the time of dispatch to time on scene, which includes both Town and City calls, was 6 minutes 45 seconds. This City alone averages to 5.18 minutes. Zwiebel went on to say that rescue currently has 25 active EMT's (two of them are still on probation), 18 full members, 5 associate members, 4 drivers, 8 students, and 17 students from BHS1 program that help out.

5. Approval of the May 17, 2016 Common Council Minutes

A motion was made by Preukser with a second by Vos to approve the Council Minutes from May 17, 2016. With all in favor, the motion to approve the minutes was carried.

6. Letters and Communications

There was none

7. Reports by Aldermanic Representatives and Department Heads

- Alderman Ekes provided an update from the Board of Health and stated they were able to review and approve a Strategic Plan for the Board of Health from 2016 through 2020. In addition, Ekes said they did a presentation of drug related deaths and provided some devastating statistics that showed the drastic increase of drug use and related deaths in the Racine County area.
- Alderman Schultz paid his compliments to the Department of Public Works for the good job they did during Chocolate Fest. Schultz also asked about placing an item on a future agenda to discuss items that are on the Committee of the Whole and Common Council agenda for same night consideration.
- Building Inspector Gregory Guidry reported that the three-story portion of the Aurora facility has been officially released and can start bringing in equipment and furnishings.
- City Administrator reminded everyone of the second of two Strategic Plan meetings scheduled for Wednesday, June 8 at 7:30 a.m. at the CoffeeHouse. The first meeting was held on Monday June 6 at 6:00 p.m. at the same place.

8. Reports 1-3

A motion was made by Bauman with a second by Dawidziak approve Reports 1-3. With all in favor, the motion carried.

9. Payment of Vouchers

A motion was made by Johnson with a second by Grandi to approve vouchers, pre-pays and reimbursements in the amount of \$239,339.05.

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

10. Licenses and Permits

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

11. Appointments and Nominations

There were none

12. Public Hearings

There were none

13. Resolutions

- A. Resolution 4786(5)** to consider approving the purchase of squad car for the Burlington Police Department from Miller Motors in the amount of \$29,641 plus tax, title and license fees.

A motion was made by Ekes with a second by Dawidziak to approve Resolution 4786(5).

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

- B. Resolution 4787(6)** to consider approving an agreement with Graef to provide Municipal City Planner Services.

A motion was made by Dawidziak with a second by Vos to approve Resolution 4787(6).

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

- C. Resolution 4788(7)** to consider approving Combined Discharge of Sewerage Effluent Easement Agreement with Applied Material Solutions (AMS) at 2100 S. Pine Street.

A motion was made by Grandi with a second by Ekes to approve Resolution 4788(7).

With all in favor, the motion carried.

- D. Resolution 4789(8)** to consider authorizing the City of Burlington to enter into a design contract with Baxter & Woodman for the Well #11 Radium Improvement Project for the not-to-exceed amount of \$78,000.

A motion was made by Vos with a second by Dawidziak to approve Resolution 4789(8).

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

- E. Resolution 4790(9)** to consider approving a Letter of Engagement with Ehlers to provide financing services with the Safe Drinking Water Fund Loan application in the amount of \$7,500.

A motion was made by Schultz with a second by Ekes to approve Resolution 4790(9).

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

- F. Resolution 4792(11)** to consider a resolution authorizing a Grant Agreement with WIN Properties, LLC for property located at 425 N. Pine Street as part of the Wisconsin Economic Development Corporation Community Development Investment Grant.

A motion was made by Preusker with a second by Johnson to approve Resolution 4792(11).

With all in favor, the motion carried.

- G. Resolution 4793(12) to authorize the acceptance of up to \$24,760 in Wisconsin Economic Development Corporation Site Assessment Grant funds for environmental site work at 221, 241, 249 and 261 E. Chestnut Street.

A motion was made by Bauman with a second by Vos to approve Resolution 4793(12).

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

- H. Resolution 4794(13) to consider authorizing Carlson Dettmann Consulting to complete an employee Classification and Compensation Study in the amount of \$29,600.

A motion was made by Johnson with a second by Vos to approve Resolution 4794(13).

With all in favor, the motion carried.

14. Motions

- A. Motion 16-838 to consider the annual insurance renewal with Zarek Insurance.

A motion was made by Ekes with a second by Schultz to approve Motion 16-838.

With all in favor, the motion carried.

- B. Motion 16-839 to consider approving an Airport Hangar Lease with Burlington Development Group, 707 Airport Road, at the Burlington Municipal Airport.

A motion was made by Dawidziak with a second by Bauman to approve Motion 16-839.

With all in favor, the motion carried.

- C. Motion 16-841 to consider approving a Certificate of Appropriateness for 564 N. Pine Street.

A motion was made by Grandi with a second by Preusker to approve Motion 16-841.

With all in favor, the motion carried.

16. ADJOURN INTO CLOSED SESSION

- Wis. Stats 19.85(1)(g), Conferring with legal counsel for the governmental body who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation in which it is or is likely to become involved.
 - Authorization for the City Attorney to file a legal action on behalf of the City of Burlington in Racine County Circuit Court, under Section 174.02(3) of the

Wisconsin Statutes, against James Subrod and his wife Erika Subrod, residing at 319 West State Street, Burlington, Wisconsin, with respect to two dogs owned by Mr. and Mrs. Subrod that have been involved in dog-bite incidents in the City of Burlington.

A motion was made by Vos with a second by Preusker to adjourn into closed session.

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

Council adjourned into Closed Session at 8:11 p.m.

17. RECONVENE INTO OPEN SESSION

A motion was made by Johnson with a second by Preusker to reconvene into Open Session.

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

Council reconvened into Open Session at 8:34 p.m.

1. Consideration on recommendations from the City Council.

A motion was made by Preusker with a second by Dawidziak to authorize the City Attorney to file a legal action on behalf of the City of Burlington in Racine County Circuit Court, under Section 174.02(3) of the Wisconsin Statutes, against James Subrod and his wife Erika Subrod, residing at 319 West State Street, Burlington, Wisconsin, with respect to two dogs owned by Mr. and Mrs. Subrod that have been involved in dog-bite incidents in the City of Burlington.

Roll Call: Aye: Johnson, Ekes, Grandi, Dawidziak, Preusker, Schultz, and Bauman. Present: Vos
Nay: None

The motion was carried 8-0

15. Adjourn

A motion was made by Schultz with a second by Ekes to adjourn the meeting. With all in favor, the meeting adjourned at 8:36 p.m.

Meeting Minutes Respectfully Submitted by:



Diahnn C. Halbach
City Clerk
City of Burlington



COMMON COUNCIL

ITEM NUMBER: 8

DATE: June 21, 2016

SUBJECT: Reports 1-5

SUBMITTED BY: City Staff

BACKGROUND/HISTORY:

Attached please find the following reports:

Board of Zoning Appeals Minutes – 10/21/2014
Burlington Plan Commission Minutes – 4/12/16
Burlington Plan Commission Minutes – 5/10/16
Burlington Park Board Minutes – 5/19/16
Committee of the Whole Minutes – 6/7/16

BUDGET/FISCAL IMPACT:

N/A

RECOMMENDATION

Staff recommends that the Council approve Reports 1-3

TIMING/IMPLEMENTATION:

This item is scheduled for consideration at the June 21, 2016 Common Council meeting.

ATTACHMENTS:

Minutes

City of Burlington
Board of Zoning Appeals Minutes

Date of Meeting: October 21, 2014

Members Present: Dan Snyder
Joel Weis, excused
Amy Zott, Chairperson
John Lynch, Jr.

Other appearances: Patrick Scherrer, Zoning Administrator for the City of Burlington

Mike Topczewski, Stelling and Associates
Rev. Bob Wang
Steve Sullivan
Stephanie Eveland
Diane Hanson
Pam Moersfelder
David Snyder
Marge Hoffman

1. The meeting was called to order at 5:30 p.m.
2. The minutes from 10/19/2010 were amended to include the proper date. Once amended, a motion was made to approve the minutes by Dan Snyder and seconded by John Lynch, Jr.. The motion carried 3-0.
3. There were no citizen comments.
4. A public hearing was held on the above date based upon the filing of Zoning Form No. 4 Model Appeal or Application to the Zoning Board of Appeals For Zoning Variance.

The appeal was filed on September 23, 2014 by Stelling & Associates Architects, Ltd. for the property owned and occupied by Plymouth Congregational United Church of Christ located at 124 W. Washington Street.

The appeal requests:

- _____ 1. Review, reversal, or modification of the Zoning Administrator's permit refusal, correction order or interpretation.
- X 2. A variance from the City of Burlington Zoning Code specifically the following Ordinances: 315-35 F (1) and (2) for front yard and side yard set backs.

The appellant has the burden of proof in this matter to prove that the

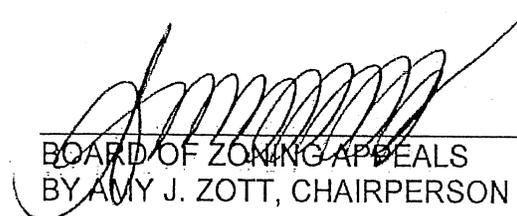
In the course of the presentation done, it appeared that the petitioners may have applied for a variance in the 1990s at the time when they did the last addition to the building. The petitioner's stated that because of funding issue, the project as approved, was not completed. The part that wasn't completed was the exact addition for which the petitioner sought a variance. Several long term members of the congregation appeared put forth facts sufficient to lead the Board to believe that a variance in this matter may have been granted previously.

The Board and the petitioner agreed to adjourn the hearing to determine if the petitioners could find any proof of the prior variance. The City Zoning Administrator was going to check at City Hall for records of the same.

The Board indicated that if such documents could be provided, that there was no need for further appearance, as the Board did not need to act as a variance was already granted and runs with the land to cover the exact relief sought.

It is the understanding of the write of this decision that Zoning Form No. 4 To the Zoning Board of Appeals for Zoning Variance from November 26, 1991 was produced, along with the December 11, 1991 City of Burlington Planning Commission Minutes, City of Burlington Zoning Board of Appeals Agenda for December 17, 1991. In addition it appears that the material drawings for the project included the addition that is being sought. These documents are attached to this Decision and were provided the morning after the hearing to the writer and the City of Burlington.

If the City of Burlington will not accept these documents as proof of the variance from 1991, the matter should be set for additional public hearing.



BOARD OF ZONING APPEALS
BY AMY J. ZOTT, CHAIRPERSON



Minutes
City of Burlington Plan Commission
April 12, 2016, 6:30 p.m.

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

APPROVAL OF MINUTES

Commissioner Tully moved, and Commissioner Lynch seconded to approve the minutes of March 8, 2016. All were in favor, and the motion carried.

LETTERS & COMMUNICATIONS

None

CITIZEN COMMENTS

None

PUBLIC HEARINGS

A. A Public Hearing to hear public comments regarding a Conditional Use application from Nicole Gilbreath for property located at 940 S. Pine Street for use as a retail shop and manufacturing to sell emergency survival products and manufacture water filters.

- Mayor Miller opened the Public Hearing at 6:31 p.m.
- There were no comments.

Alderman Bauman moved, and Commissioner Eisenhardt seconded to close the Public Hearing at 6:32 p.m. All were in favor and the motion carried.

OLD BUSINESS

None

NEW BUSINESS

A. Consideration to approve a Conditional Use and Site Plan application from Nicole Gilbreath for property located at 940 S. Pine Street for use as a retail shop and manufacturing to sell emergency survival products and manufacture water filters, subject to Mark Roffers' April 6, 2016 memorandum to the Plan Commission.

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

Commissioner Lynch moved, and Alderman Bauman seconded to recommend approval of a Conditional Use and Site Plan application for use as a retail shop and manufacturing, subject to Mark Roffers' April 6, 2016 memorandum to the Plan Commission as follows:

- The conditional use permit for “retail stores and services” use is limited to Suite 1. Any other “retail stores and services” besides the retail sales of emergency and survival gear, shall obtain a new conditional use permit.
- Mark the designated handicap parking spot with a sign on a post in front of the space and paint the asphalt with the handicap symbol.
- (Re)paint stripes on all parking spaces indicated on the February 16, 2016 site plans, with space no less than 9 feet by 20 feet in dimensions. Do not stripe parking space #5 as shown, instead leaving that area open for loading and 2-way movement. Install concrete or similar wheel stops near the front ends of each parking spaces to prevent further deterioration and protect landscaping.
- Remove pavement and install landscape plantings along the west façade of Suite 2, as indicated on the site plan

All were in favor and the motion carried.

B. Consideration to recommend approval to the Common Council of an Extraterritorial Certified Survey Map from Chuck Albee for property located at 7625 Franklin Street in the Town of Burlington, subject to Mark Roffers' April 6, 2016 and Kapur & Associates' March 16, 2016 memorandums to the Plan Commission.

- Mayor Miller opened this item for discussion.
- Alderman Bauman questioned why this CSM was coming in front of the commission since the property is located in the Town of Burlington. Mark Roffers explained that any Extraterritorial CSM that has a 1½ mile radius needs to be approved by the City. Charles Albee, owner, stated the advantage of purchasing the little strip of land will help him on the selling of the house in the future and since the house was built on two lots this will allow the property to connect to the park instead of the public land.
- There were no further comments.

Commissioner Tully moved, and Commissioner Eisenhardt seconded to recommend approval of an Extraterritorial Certified Survey Map application to combine several parcels into two lots, subject to Mark Roffers' April 6, 2016 and Kapur & Associates' March 16, 2016 memorandums to the Plan Commission as follows:

- Within the “Surveyor’s Certificate” section on Sheet 1, add a provision that the surveyor has fully complied with applicable provisions of the City’s Subdivision of Land Ordinance, as is required by that ordinance. *(This item was amended and will be reviewed.)*

- Amend all references to the “Township of Burlington” within the certified survey map to the “Town of Burlington”. *(This item was amended and will be reviewed.)*
- Within the legal description on Sheet 1, within the second last line, change “THENCE NORTH 88°28’18” EAST 167.37 FEET” to “THENCE SOUTH 88°28’18” WEST 167.37 FEET” to reflect the associated map and the clockwise direction of the legal description. *(This item was amended and will be reviewed.)*
- Within the first sentence in the first paragraph on Sheet 2, change “Certified Survey Map” to “Certified Survey Map”. *(This item was amended and will be reviewed.)*
- Within the third line in the “Owner’s Certificate” section on Sheet 3, change “plat” to “certified survey map”. *(This item was amended and will be reviewed.)*

All were in favor and the motion carried.

C. Consideration to recommend approval to the Common Council of a Certified Survey Map from Leslie Scherrer Pella for property located at 980 Milwaukee Avenue, subject to Mark Roffers’ April 6, 2016 and Kapur & Associates’ March 16, 2016 memorandums to the Plan Commission.

- Mayor Miller opened this item for discussion.
- Mark Roffers stated since the April 6, 2016 memorandum, the CSM has been adjusted and a new report dated April 12, 2016 has been written reflecting the changes.
- Ms. Pella questioned if any amendment to the responsible parties or termination to the agreement could be approved by City staff without having to go through the process of the Plan Commission. Mark Roffers stated that he could see where the City might amend the recommendation to only require City staff approval of limited provisions of the agreement between Lot 1 and Lot 2 that is related to the City’s interest and not others. Ms. Pella stated there are a lot of shared properties and understands the confusion of the responsibilities for maintenance.
- There were no further comments.

Commissioner Lynch moved, and Alderman Bauman seconded to recommend approval of a Certified Survey Map application with the revised report dated April 12, 2016 instead of April 6, 2016 plus a renegotiation to the agreement between the parties involved prior to being presented to City Council if the changes can be approved by City staff, subject to Mark Roffers’ April 12, 2016 and Kapur & Associates’ March 16, 2016 memorandums to the Plan Commission as follows:

- The applicant shall submit, for City staff approval, an agreement indicating rights and responsibilities between Lots 1 and 2 for use and maintenance of parking, loading, circulation, storm-water management, and other areas with overlapping or common use. The applicant shall record that agreement in conjunction with the recording of the CSM, and shall amend or terminate that agreement only with the subsequent approval of the City.

All were in favor and the motion carried.

Mayor Miller commented this is his last meeting. Mayor Miller thanked the Commissioners and the City for their support over the last 8 years.

ADJOURNMENT

Commissioner Eisenhardt moved, and Commissioner Lynch seconded to adjourn the meeting at 6:47 p.m. *All were in favor and the motion carried.*

Recording Secretary
Kristine Anderson
Administrative Assistant



Minutes
City of Burlington Plan Commission
May 10, 2016, 6:30 p.m.

Mayor Jeannie Hefty called the Plan Commission meeting to order at 6:30 p.m. Roll call: Aldermen Tom Vos and Bob Grandi; Commissioners Chris Reesman; Andy Tully; Chad Redman and Darrel Eisenhardt were present. BHS Student Representative, Gabriel King was also present.

Mayor Hefty introduced and welcomed Chad Redman and Bob Grandi to the Plan Commission.

APPROVAL OF MINUTES

Commissioner Eisenhardt moved, and Alderman Vos seconded to approve the minutes of April 12, 2016. All were in favor, and the motion carried.

LETTERS & COMMUNICATIONS

None

CITIZEN COMMENTS

None

PUBLIC HEARINGS

- A. A Public Hearing to hear public comments regarding a Conditional Use application from Bryan Linstroth for property located at 1120 Milwaukee Avenue to have a Seasonal Garden Center and to construct a temporary greenhouse.**

Mayor Hefty requested an input from Gregory Guidry prior to opening the Public Hearing. Gregory Guidry stated the Conditional Use Permit is for a greenhouse to sell flowers in the parking lot. This year Stein Garden Centers need to relocate since a multi-tenant building is being constructed in their previous location. Gregory stated the water provisions and bathroom facilities mentioned in Mark Roffers' memorandum are being resolved.

- Mayor Hefty opened the Public Hearing at 6:32 p.m.
- There were no comments.

Alderman Vos moved, and Commissioner Reesman seconded to close the Public Hearing at 6:33 p.m. All were in favor and the motion carried.

OLD BUSINESS

None

NEW BUSINESS

- A. Consideration to approve a Conditional Use and Site Plan application from Bryan Linstroth for property located at 1120 Milwaukee Avenue to have a Seasonal Garden Center and to construct a temporary greenhouse, subject to Mark Roffers' May 4, 2016 memorandum to the Plan Commission.**

- Mayor Hefty opened this item for discussion.
- Commissioner Tully questioned if traffic flow will be controlled and a fence barrier be installed. Gregory Guidry responded yes and the traffic flow will also be accommodated for safety. Bryan Linstroth of Stein Gardens & Gifts stated large orange cones may need to be the barrier since there is nothing to anchor the picket fence down to, like last year.
- There were no further comments.

Alderman Vos moved, and Alderman Grandi seconded to recommend approval of a Conditional Use and Site Plan application to have a temporary greenhouse, subject to Mark Roffers' May 4, 2016 memorandum to the Plan Commission as follows:

- The applicant shall secure a written approval from the Burlington Fire Department and City's Public Works Director for use of fire hydrant and a payment plan for water usage. A restroom facility for use for employees has been met.
- The applicant shall install a temporary fence, rope line or other temporary barrier between the parking rows near the Milwaukee Avenue entrance drive. A southbound driving lane between the tent and the two parking lot landscape islands to the west of the tent shall be created, and not to depend on the coffee hut drive-through lane and to continue to enable two-way access for the coffee hut.
- Per Section 315-45(B) the applicant shall be responsible for containing and removing trash to not promote unwanted animals, blowing of trash in the area, smells or unsightliness. All evidence of the temporary use shall be removed within 48 hours of the end of the operation but no later than August 1, 2016.

All were in favor and the motion carried.

Carina Walters, City Administrator, thanked the Commissioners and Mayor Hefty for attending the meeting. Ms. Walters stated at a future meeting there will be a new City Planner joining the meeting to explain their roles and challenges they will be accepting, to help the new members belonging to the Plan Commission.

ADJOURNMENT

Alderman Vos moved, and Commissioner Tully seconded to adjourn the meeting at 6:36 p.m. *All were in favor and the motion carried.*

Recording Secretary
 Kristine Anderson
 Administrative Assistant



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, MAY 19, 2016 6:30PM
2200 S. Pine Street, Burlington, WI 53105**

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

Chairman Darrel Eisenhardt called the meeting to order at 6:34 P.M.

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

Introduction of Park Board Commissioner Jill Stobben: Absent

Approval of April 22, 2016 Park Board Minutes: Chairman Eisenhardt entertained a motion for approval of the April 22, 2016 Minutes. Motion to approve made by Commissioner Hintz. Seconded by Commissioner Amborn. All voted aye, motion carried.

Citizens Comments: None

Aldermanic Report: Ruth Dawidziak: None. Arrived at 7:15PM.

DPW Report: Jim Bergles, Director of Public Works: Park Fund Balance: \$51,365.76.

Mr. Bergles requested an extension for the grant application for Sunset Trail. Although the extension is for one year, the year will not be needed. Eighty trees were planted during the past week, and the fencing should be started within the next week.

Chairman Eisenhardt stated he had been on the new trail by Aurora and in some areas there was obvious erosion. Mr. Bergles stated he too had noticed it, and a solution could possibly involve re-grading the area or increasing the size of the stone. Mr. Bergles would like to see a 40 ft. portion of blacktop so it doesn't get washed out, but blacktop may present a problem in the winter by making that portion slippery.

Mr. Bergles also requested an extension for Wehmhoff-Jucker grant application to allow him time to complete the necessary paperwork.

Mr. Bergles reported that two Park Attendants have been hired and will be starting once they have passed their background checks. Three seasonal employees have returned to help with mowing and park maintenance.

Mr. Bergles stated that the bathrooms at Wehmhoff-Jucker were vandalized several nights in a row, so Aaron DeGrave, Park Foreman has them closed temporarily.

New Business:

Girl Scout Troop 9182, Kathy Buse, Project Request: Six girls of Girl Scout Troop 9182 from Dyer School came before the Park Board to request approval of one of two proposed projects. The first one proposed was sanding and painting picnic tables at Riverside Park. They estimated doing 10 tables and doing a couple each day. The second was to plant butterfly bushes around the sign at Riverside Park. They proposed planting butterfly bushes to attract butterflies and to add beauty to the area. They collected money through selling Girl Scout cookies and had gotten quotes for materials for both projects.

The Park Board members thanked the girls for their presentation and wished them well. They then left the meeting prior to a decision being made.

After some discussion, the Commissioners felt that planting butterfly bushes by the sign at Riverside Park would be the better choice for a project. Picnic tables had all just been repainted over the winter. Chairman Eisenhardt entertained a motion to allow Girl Scout Troop 9182 to plant butterfly bushes at Riverside Park by the sign. Motion to approve made by Commissioner Brandt. Seconded by Commissioner Amborn. All voted aye, motion carried. Jim Bergles, Director of Public Works will contact Ms. Buse to advise her of the Park Board's decision.

Old Business: None

Other Items: Commissioner Hintz and Commissioner Brandt had received calls from Mr. Yopp on Adams Street who had wants three parkway trees removed. Mr. Yopp stated he had made contact back several years, and has had no response. Jim Bergles had talked to Mr. Yopp, and went to inspect his trees. The trees are healthy trees, and Mr. Bergles thought a precedent may be set by cutting down healthy trees. In addition there are over 300 ash trees that may present safety issues that need to be removed. Mr. Bergles stated Mr. Yopp had stated he would pay half for new trees, in addition to replacing the dirt after the stumps were ground. Mr. Bergles will contact Mr. Yopp after Chocolate Fest. Commissioner Hintz will advise Mr. Yopp of the time line.

Commissioner Hintz asked Mr. Bergles the status of the Gazebo at Echo Park. Mr. Bergles stated that the Scherrer Group had been working on the project. Commissioner Hintz asked if the gates had been put up that had been requested by the Park Board. Mr. Bergles stated they had not been. After some discussion, the Park Board asked Mr. Bergles to contact the Peter Scherrer Group to make sure the gate was installed to prevent liability to the City of Burlington.

Chairman Eisenhardt stated the black top on the walkway at Echo Park was raised up. Mr. Bergles replied it was probably due to weeks trying to grow through and that he would inspect it.

There being no further items for discussion, Chairman Eisenhardt entertained a motion to adjourn. Motion to adjourn made by Commissioner Brandt. Seconded by Commissioner Hintz. All voted aye and Chairman Eisenhardt adjourned the meeting at 7:31PM.

Minutes Respectfully Submitted by:

Deb Rintamaki

Department of Public Works



DATE: June 21, 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 June 21, 2016:

Total Prepaid:	\$	111,344.74
Total Vouchers:	\$	258,482.09
Grand Total:	\$	<u>369,826.83</u>

BUDGET/FISCAL IMPACT:

5 Largest Disbursements on the Prepaid and Voucher List:

1. \$ 71,806.08 Globe Contractors Inc. – Payment No. 5 (Final Payment) Burlington TID #5
Utility & Street Improvements, PHASE 1
2. \$ 61,893.62 Townsend Construction Inc. – Payment No. 7 (Final Payment) Burlington TID #5
Utility & Street Improvements, PHASE 2
3. \$ 37,880.97 Johns Disposal Service Inc. – Contracted Billing Garbage & Recycle
4. \$ 27,254.53 Ascent Aviation Group, Inc. – 100LL Aviation Gasoline
5. \$ 18,919.45 WE Energies – Street Lights for 04/28/16 to 05/27/16

RECOMMENDATION:

Staff recommends that the Common Council accept and approve these Prepaid and Vouchers in the amount of \$369,826.83.

TIMING/IMPLEMENTATION:

This item is scheduled for consideration at the June 21, 2016 Common Council meeting.

ATTACHMENTS:

Detail listing of Prepaid and Vouchers.

For Council Approval June 21, 2016

Prepaid:	06/03/16	\$	11,008.69
	06/10/16	\$	100,336.05
Total Prepaid		\$	<u>111,344.74</u>
Vouchers:	06/21/16	\$	258,482.09
GRAND TOTAL		\$	<u><u>369,826.83</u></u>

Vendor Name	GL Account and Title	Invoice Number	Description	Invoice Date	Net Invoice Amount	GL Period
7343						
AT & T	251-555511-225 TELEPHONE	2022751306	171-798-6300 001 (split)	05/19/2016	261.18	616
AT & T	100-515132-225 ADMIN - TELEPHONE	2022751306	171-798-6300 001 (split)	05/19/2016	326.47	616
AT & T	100-515141-225 FINANCE - TELEPHONE	2022751306	171-798-6300 001 (split)	05/19/2016	195.88	616
AT & T	100-525211-225 POLICE - TELEPHONE	2022751306	171-798-6300 001 (split)	05/19/2016	522.36	616
Total 7343:					1,305.89	
8414						
DEQUAKER, STEVE	100-515141-330 FINANCE - TRAVEL	053116	Mileage Reimbursement	06/01/2016	17.28	616
Total 8414:					17.28	
9020						
HENNEY, MAUREEN	251-555511-310 OFFICE SUPPLIES, POSTAGE	053116	Reimbursement: Walmart - Baskets	05/31/2016	24.26	616
Total 9020:					24.26	
9082						
LEBAK, BARBARA	251-555511-345 PROGRAMS	060216	Reimburement - 2 Garmin Vivofit	06/02/2016	105.08	616
Total 9082:					105.08	
9096						
PETERSON, NEHEMIAH	251-555511-345 PROGRAMS	061516	Childrens Program	06/03/2016	250.00	616
Total 9096:					250.00	
7332						
RACINE CO COURT	100-454521-001 BOND FEES	COSS 16-6348	Coss, Courtney; Case: 16-6348	05/25/2016	5,000.00	616
RACINE CO COURT	100-454521-001 BOND FEES	KOBAT	Kobat, Sharon; Case: 16-6637	05/27/2016	500.00	616
Total 7332:					5,500.00	
7366						
RACINE CO T & M COURT	100-454521-001 BOND FEES	UHEN 16-6203	Uhen, Nicholas; Case:16-6203	05/20/2016	650.00	616
Total 7366:					650.00	
7692						
VERIZON WIRELESS	100-515132-225 ADMIN - TELEPHONE	9765909796	Verizon: Acct 286396851-00001 (split)	05/23/2016	7.43	616
VERIZON WIRELESS	100-515141-225 FINANCE - TELEPHONE	9765909796	Verizon: Acct 286396851-00001 (split)	05/23/2016	7.43	616
VERIZON WIRELESS	100-525231-225 BLDG INSP - TELEPHONE	9765909796	Verizon: Acct 286396851-00001 (split)	05/23/2016	39.99	616
VERIZON WIRELESS	100-525220-225 FIRE - TELEPHONE	9765909796	Verizon: Acct 286396851-00001 (split)	05/23/2016	1.50	616
VERIZON WIRELESS	100-535321-225 STREETS - TELEPHONE	9765909796	Verizon: Acct 286396851-00001 (split)	05/23/2016	49.36	616
VERIZON WIRELESS	621-575740-225 TELEPHONE	9765909796	Verizon: Acct 286396851-00001 (split)	05/23/2016	39.99	616
VERIZON WIRELESS	100-525211-225 POLICE - TELEPHONE	9765909796	Verizon: Acct 286396851-00001 (split)	05/23/2016	725.95	616
Total 7692:					841.93	
3330						
WE ENERGIES	251-555511-220 UTILITIES	0810148657MAY16	0810-148-657	05/27/2016	1,071.17	616
WE ENERGIES	100-515141-220 FINANCE - UTILITY SERVICES	5843033004MAY16	5843-033-004 (split)	05/26/2016	171.08	616
WE ENERGIES	100-515132-220 ADMIN - UTILITIES	5843033004MAY16	5843-033-004 (split)	05/26/2016	281.78	616
WE ENERGIES	100-525231-220 BLDG INSP UTILITIES	5843033004MAY16	5843-033-004 (split)	05/26/2016	50.32	616
WE ENERGIES	251-555511-220 UTILITIES	5852857487MAY16	5852-857-487	05/26/2016	147.90	616

Prepaid
06-03-2016

Vendor Name	GL Account and Title	Invoice Number	Description	Invoice Date	Net Invoice Amount	GL Period
Total 3330:					1,722.25	
8411						
WI MUNICIPAL COURT CLERK	100-515121-330 MUNI COURT - INSRVC TRAIN/TR	091416	Judicial Education Certificate Programs	05/31/2016	250.00	616
Total 8411:					250.00	
8899						
WOJCIECHOWSKI, LEONARD	875-232000 MUNICIPAL COURT DEP	022416	OVERPAYMENT ON CIT. FROM TAX I	05/12/2016	342.00	616
Total 8899:					342.00	
Grand Totals:					11,008.69	

Dated: _____

Mayor: _____

City Council: _____

City Recorder: _____

City Treasurer: _____

Vendor Name	GL Account and Title	Invoice Number	Description	Invoice Date	Net Invoice Amount	GL Period
8885						
ASCENT AVIATION GROUP, INC	623-575740-200 FUEL FOR RESALE	369342	100LL AVIATION GASOLINE	06/06/2016	27,254.53	616
Total 8885:					27,254.53	
7343						
AT & T	623-575740-225 TELEPHONE	26275709070516	262 757 0907 307 4	05/25/2016	109.17	616
Total 7343:					109.17	
6						
DINERS CLUB COMMERCIAL	100-525220-293 FIRE - FIRE PREVENTION	5773 05/16	Foremost Promotionsn - Childrens Fire H	05/28/2016	644.92	616
DINERS CLUB COMMERCIAL	100-525220-248 FIRE - REPAIR MAINT BLDGS	5773 05/16	Amazon - American Flag	05/28/2016	52.54	616
DINERS CLUB COMMERCIAL	100-525211-310 POLICE - OFF SUPP-POSTAGE	5781 05/16	Burlington Glass	05/28/2016	69.95	616
DINERS CLUB COMMERCIAL	100-525211-240 POLICE - FUEL, OIL	5781 05/16	Shaver's General - Fuel	05/28/2016	31.01	616
DINERS CLUB COMMERCIAL	100-515132-310 ADMIN - OFF SUPP-POSTAGE	5799 05/16	CTC* Constant Contact (ongoing)	05/01/2016	5.00	616
DINERS CLUB COMMERCIAL	100-515132-330 ADMIN - INSVC TRAINING & TRAV	5799 05/16	RCEDC 33rd Anniversary Celebration	05/01/2016	75.00	616
DINERS CLUB COMMERCIAL	100-515132-310 ADMIN - OFF SUPP-POSTAGE	5799 05/16	Survey Monkey	05/01/2016	26.00	616
DINERS CLUB COMMERCIAL	100-515132-330 ADMIN - INSVC TRAINING & TRAV	5799 05/16	ILCMA/WCMA 2016 Summer Conferenc	05/01/2016	480.00	616
DINERS CLUB COMMERCIAL	100-525211-310 POLICE - OFF SUPP-POSTAGE	5815 05/16	Walmart	05/28/2016	51.98	616
DINERS CLUB COMMERCIAL	100-525220-399 FIRE SUNDRIES	5815 05/16	Walmart - Fire Chief Interview Assessme	05/28/2016	21.51	616
DINERS CLUB COMMERCIAL	621-575740-298 CONTRACT SERVICE	5831 05/16	DSPS	05/28/2016	20.40	616
DINERS CLUB COMMERCIAL	100-535321-298 STREETS - CONTRACT SERVICES	5831 05/16	DSPS	05/28/2016	40.80	616
DINERS CLUB COMMERCIAL	100-515111-298 COUNCIL - CONTRACT SERVICES	5864 05/16	Amazon - Cables	05/28/2016	44.48	616
DINERS CLUB COMMERCIAL	100-515141-399 FINANCE - MISC. EXPENSES-PUB	5864 05/16	OPC WI Tax Payment	05/28/2016	164.00	616
DINERS CLUB COMMERCIAL	100-525211-310 POLICE - OFF SUPP-POSTAGE	5898 05/16	Napoli Restaurant	05/28/2016	86.04	616
DINERS CLUB COMMERCIAL	100-525211-310 POLICE - OFF SUPP-POSTAGE	5898 05/16	Amazon - 105C Micro USB GPS Receive	05/28/2016	108.33	616
DINERS CLUB COMMERCIAL	100-525211-310 POLICE - OFF SUPP-POSTAGE	5898 05/16	Walmart - Cert Hldr	05/28/2016	51.29	616
DINERS CLUB COMMERCIAL	100-525211-310 POLICE - OFF SUPP-POSTAGE	5898 05/16	Gooseberries	05/28/2016	1,207.09	616
DINERS CLUB COMMERCIAL	251-555511-330 INSERVICE TRAINING/TRAVEL	5922 05/16	Wi Library Association Conference	05/28/2016	167.00	616
DINERS CLUB COMMERCIAL	251-555511-327 MATERIALS	5922 05/16	Amazon - Kindle	05/28/2016	15.75	616
DINERS CLUB COMMERCIAL	251-555511-324 MEMBERSHIP DUES	5922 05/16	WLA Membership Dues	05/28/2016	112.00	616
DINERS CLUB COMMERCIAL	251-555511-225 TELEPHONE	5922 05/16	Google - ongoing	05/28/2016	50.00	616
DINERS CLUB COMMERCIAL	100-535321-310 STREETS - OFF SUPP/POSTAGE	8795 05/16	USPS	05/28/2016	7.54	616
DINERS CLUB COMMERCIAL	100-535321-310 STREETS - OFF SUPP/POSTAGE	8795 05/16	USPS	05/28/2016	6.45	616
DINERS CLUB COMMERCIAL	100-535321-310 STREETS - OFF SUPP/POSTAGE	8795 05/16	Walmart - Computer Mouse	05/28/2016	14.59	616
Total 6:					3,553.67	
1424						
HEFTY, JEANNIE	100-515131-390 MAYOR-SUPLIES-OTHER EXPENS	052316	Reimbursement - Lunch with students	05/23/2016	20.00	616
Total 1424:					20.00	
4412						
J. J. KELLER & ASSOCIATES, IN	100-515141-310 FINANCE - OFFICE SUPP/POSTAG	9101223707	JJ KELLER FINANCE	06/02/2016	36.79	616
J. J. KELLER & ASSOCIATES, IN	100-525220-310 FIRE - OFFICE SUPPLIES	9101223707	JJ KELLER FIRE DEPT SUPPLIES	06/02/2016	36.78	616
J. J. KELLER & ASSOCIATES, IN	251-555511-310 OFFICE SUPPLIES, POSTAGE	9101223707	JJ KELLER LIBRARY	06/02/2016	36.78	616
J. J. KELLER & ASSOCIATES, IN	100-525211-310 POLICE - OFF SUPP-POSTAGE	9101223707	JJ KELLER POLICE	06/02/2016	36.78	616
J. J. KELLER & ASSOCIATES, IN	100-535321-310 STREETS - OFF SUPP/POSTAGE	9101223707	JJ KELLER STREET	06/02/2016	36.79	616
J. J. KELLER & ASSOCIATES, IN	622-509030-000 OFFICE SUPPLIES	9101223707	JJ KELLER WATER	06/02/2016	36.79	616
J. J. KELLER & ASSOCIATES, IN	621-575740-310 OFFICE SUPPLIES, POSTAGE	9101223707	JJ KELLER WWTP	06/02/2016	36.79	616
Total 4412:					257.50	
9097						
KURTH, ERICK	100-525220-157 FIRE - INSERVICE TRAINING	031916	Reimbursement: Fire Chiefs Assoc Semi	06/09/2016	40.00	616

Prepaid
06-10-2016

Vendor Name	GL Account and Title	Invoice Number	Description	Invoice Date	Net Invoice Amount	GL Period
Total 9097:					40.00	
2400						
PETTY CASH - DPW	100-535321-310 STREETS - OFF SUPP/POSTAGE	060916	PETTY CASH-DPW	06/09/2016	118.77	616
Total 2400:					118.77	
2520						
RACINE COUNTY TREASURER	100-444411-000 COURT FINES & COSTS	2016MAY	Racine Co Jail Assessment	06/07/2016	424.20	616
Total 2520:					424.20	
4062						
SECURIAN FINANCIAL GROUP,	100-239007 LIFE INSURANCE	JULY2016	Policy No. 0028321	06/06/2016	2,157.40	616
Total 4062:					2,157.40	
7140						
ST OF WISC CONTROLLER'S O	100-444411-000 COURT FINES & COSTS	2016MAY	ST OF WI CONTROLLER OFFICE APRI	06/07/2016	1,470.05	616
Total 7140:					1,470.05	
8858						
STEIN GARDEN CENTERS, INC	100-484847-000 Developer Reimbursement	2016	Plan Comm. refund of remainder of depo	06/08/2016	300.00	616
Total 8858:					300.00	
5934						
TIME WARNER CABLE-MILW	622-509210-000 OFFICE SUPPLY	700401601 06/16	Time Warner Water Acct # 700401601	06/02/2016	73.96	616
Total 5934:					73.96	
5922						
UNEMPLOYMENT INSURANCE	100-555551-161 PARKS - UNEMPLOYMENT	7718849	DWD-UI acct 692108-000-2	05/31/2016	925.00	616
UNEMPLOYMENT INSURANCE	100-535321-161 STREETS - UNEMPLOYMENT	7718849	DWD-UI acct 692108-000-2	05/31/2016	925.00	616
Total 5922:					1,850.00	
4264						
VOYAGER FLEET SYSTEMS IN	100-525231-372 BLDG INSP - AUTO EXPENSE	869297630623	Voyager Acct. 869297630 Bldg Insp	06/01/2016	20.62	616
VOYAGER FLEET SYSTEMS IN	100-525220-240 FIRE - FUEL, OIL, LUBRICANTS	869297630623	Voyager Acct. 869297630 Fire Dept	06/01/2016	591.56	616
VOYAGER FLEET SYSTEMS IN	100-555551-240 PARKS - FUEL, OIL, LUBRICANTS	869297630623	Voyager Acct. 869297630 Parks Dept	06/01/2016	887.05	616
VOYAGER FLEET SYSTEMS IN	100-525211-240 POLICE - FUEL, OIL	869297630623	Voyager Acct. 869297630 Police Dept	06/01/2016	1,673.10	616
VOYAGER FLEET SYSTEMS IN	621-575740-240 FUEL, OIL AND LUBRICANTS	869297630623	Voyager Acct. 869297630 WWTP	06/01/2016	444.40	616
VOYAGER FLEET SYSTEMS IN	100-535321-240 STREETS - FUEL, OIL & LUBRI	869297630623	Voyager Acct. 869297630 Street Dept	06/01/2016	1,885.46	616
VOYAGER FLEET SYSTEMS IN	622-509330-000 TRANSPORTATION-SUPPLIES	869297630623	Voyager Acct. 869297630 Water Dept	06/01/2016	440.71	616
Total 4264:					5,942.90	
3330						
WE ENERGIES	100-535321-261 STREETS - LIGHTING	0455414406APR16	0455-414-409	05/19/2016	224.26	616
WE ENERGIES	100-555551-220 PARKS - UTILITIES	0635112551MAY16	0635-112-551	06/05/2016	27.27	616
WE ENERGIES	100-535321-261 STREETS - LIGHTING	0818594802MAY16	0818-594-802	05/25/2016	15.71	616
WE ENERGIES	100-535321-261 STREETS - LIGHTING	0819473268MAY16	0819-473-268	05/26/2016	51.21	616
WE ENERGIES	100-535321-261 STREETS - LIGHTING	0838352542MAY16	0838-352-542	05/24/2016	23.91	616
WE ENERGIES	100-535321-261 STREETS - LIGHTING	0850628152MAY16	0850-628-152	05/24/2016	249.57	616

Vendor Name	GL Account and Title	Invoice Number	Description	Invoice Date	Net Invoice Amount	GL Period
WE ENERGIES	621-575740-222 GAS	0862239067MAY16	0862-239-067	05/27/2016	933.72	616
WE ENERGIES	622-506220-000 POWER	0882547355MAY16	0882-547-355 (split)	05/25/2016	370.06	616
WE ENERGIES	622-506230-000 SUPPLIES	0882547355MAY16	0882-547-355 (split)	05/25/2016	20.70	616
WE ENERGIES	100-555551-220 PARKS - UTILITIES	1269762568MAY16	1269-762-568	05/26/2016	34.07	616
WE ENERGIES	100-525211-220 POLICE - UTILITY SERVICES	1461190073MAY20	1461-190-073	05/26/2016	150.24	616
WE ENERGIES	100-535321-220 STREETS - UTILITIES	1638891345MAY16	1638-891-345 (split)	05/26/2016	634.42	616
WE ENERGIES	100-555551-220 PARKS - UTILITIES	1638891345MAY16	1638-891-345 (split)	05/26/2016	317.20	616
WE ENERGIES	622-509350-000 GENERAL PLANT-SUPPLIES	1638891345MAY16	1638-891-345 (split)	05/26/2016	634.42	616
WE ENERGIES	621-575740-220 WWTP-ELECTRIC	1887026576MAY16	1887-026-576	05/21/2016	13,580.11	616
WE ENERGIES	100-535321-261 STREETS - LIGHTING	2023503060MAY16	2023-503-060	05/25/2016	160.87	616
WE ENERGIES	100-555551-220 PARKS - UTILITIES	2428946714MAY16	2428-946-714	05/26/2016	296.17	616
WE ENERGIES	621-575740-222 GAS	2663378614MAY16	2663-378-614	05/25/2016	36.86	616
WE ENERGIES	622-506220-000 POWER	3076628864MAY16	3076-628-864	05/27/2016	2,922.10	616
WE ENERGIES	100-555551-220 PARKS - UTILITIES	3243370777MAY16	3243-370-777	05/30/2016	38.92	616
WE ENERGIES	622-506220-000 POWER	3267-293-366	3267-293-366	05/25/2016	590.65	616
WE ENERGIES	100-555551-220 PARKS - UTILITIES	3698542543MAY16	3698-542-543	05/30/2016	31.48	616
WE ENERGIES	100-535321-261 STREETS - LIGHTING	4404149064MAY16	4404-149-064	05/19/2016	39.64	616
WE ENERGIES	100-535321-261 STREETS - LIGHTING	4432157647MAY16	4432-157-647	05/27/2016	18,919.45	616
WE ENERGIES	621-575740-220 WWTP-ELECTRIC	4847248215MAY16	4847-248-215	05/24/2016	178.82	616
WE ENERGIES	621-575740-220 WWTP-ELECTRIC	4897650087MAY16	4897-650-087	05/25/2016	51.76	616
WE ENERGIES	100-535321-261 STREETS - LIGHTING	5043084318MAY16	5043-084-318	05/24/2016	30.15	616
WE ENERGIES	100-535321-261 STREETS - LIGHTING	5459100732MAY16	5459-100-732	05/27/2016	203.31	616
WE ENERGIES	100-535321-261 STREETS - LIGHTING	5465979181MAY16	5465-979-181	05/23/2016	55.97	616
WE ENERGIES	100-535321-261 STREETS - LIGHTING	5644617733MAY16	5644-617-733	05/25/2016	142.63	616
WE ENERGIES	100-535321-261 STREETS - LIGHTING	5695147539MAY16	5695-147-539	05/26/2016	183.30	616
WE ENERGIES	100-525211-220 POLICE - UTILITY SERVICES	5843681877MAY16	5843-681-877	05/27/2016	1,699.70	616
WE ENERGIES	100-555551-220 PARKS - UTILITIES	6211699899MAY16	6211-699-899	05/26/2016	28.90	616
WE ENERGIES	621-575740-220 WWTP-ELECTRIC	6212377525MAY16	6212-377-525	05/26/2016	3,369.14	616
WE ENERGIES	622-506220-000 POWER	6271254861MAY16	6271-254-861 (split)	05/25/2016	3,057.06	616
WE ENERGIES	622-506230-000 SUPPLIES	6271254861MAY16	6271-254-861 (split)	05/25/2016	18.35	616
WE ENERGIES	100-555551-220 PARKS - UTILITIES	6419916677MAY16	6419-916-677	05/30/2016	18.42	616
WE ENERGIES	622-506230-000 SUPPLIES	6499874589MAY16	6499-874-589	05/25/2016	13.16	616
WE ENERGIES	100-535321-261 STREETS - LIGHTING	6893002943MAY16	6893-002-943	05/24/2016	15.71	616
WE ENERGIES	100-555551-220 PARKS - UTILITIES	6895338188MAY16	6895-338-188	05/26/2016	99.51	616
WE ENERGIES	100-535321-353 STREETS REP & MAINT PRKNG D	7082958528MAY16	7082-958-528	05/26/2016	689.05	616
WE ENERGIES	100-535321-261 STREETS - LIGHTING	7245068041MAY16	7245-068-041	05/26/2016	132.56	616
WE ENERGIES	622-506220-000 POWER	7255465187MAY16	7255-465-187	05/25/2016	168.08	616
WE ENERGIES	100-535321-261 STREETS - LIGHTING	7255756558MAY16	7255-756-558	05/23/2016	21.04	616
WE ENERGIES	100-535321-261 STREETS - LIGHTING	7467500426MAY16	7467-500-426	05/26/2016	239.76	616
WE ENERGIES	100-525220-220 FIRE - UTILITY SERVICES	8419416558MAY16	8419-416-558	05/30/2016	11.92	616
WE ENERGIES	622-509350-000 GENERAL PLANT-SUPPLIES	8430081671MAY16	8430-081-671 (split)	05/27/2016	101.09	616
WE ENERGIES	100-535321-220 STREETS - UTILITIES	8430081671MAY16	8430-081-671 (split)	05/27/2016	101.09	616
WE ENERGIES	100-555551-220 PARKS - UTILITIES	8430081671MAY16	8430-081-671 (split)	05/27/2016	50.55	616
WE ENERGIES	100-535321-261 STREETS - LIGHTING	8499073119MAY16	8499-073-119	05/26/2016	206.71	616
WE ENERGIES	622-506220-000 POWER	8682353384MAY16	8682-353-384 (split)	05/27/2016	5,294.49	616
WE ENERGIES	622-506230-000 SUPPLIES	8682353384MAY16	8682-353-384 (split)	05/27/2016	15.19	616
WE ENERGIES	100-555551-220 PARKS - UTILITIES	8893353410MAY16	8893-353-410	06/01/2016	90.94	616
WE ENERGIES	622-506230-000 SUPPLIES	9259879303MAY16	9259-897-303	05/26/2016	9.57	616
WE ENERGIES	100-555551-220 PARKS - UTILITIES	9274302992MAY16	9274-302-992	06/02/2016	81.55	616
WE ENERGIES	100-535321-261 STREETS - LIGHTING	9418285345MAY16	9418-285-345	05/26/2016	81.41	616
Total 3330:					56,763.90	
Grand Totals:					100,336.05	

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

Mayor: _____

City Council: _____

City Recorder: _____

City Treasurer: _____

GL Account and Title	Vendor Name	Description	Invoice Number	Invoice Date	Net Invoice Amount	Date Paid
100515111265						
100-515111-265 Festival/Fireworks/Block Party	FUN EVENTS INC	Deposit - Riverside Park Event Date 09/13/16	16-0276	06/13/2016	2,000.00	
Total 100515111265:					2,000.00	
100515111310						
100-515111-310 CITY COUNCIL - OFF SUP-P	REINEMANS, INC.	ME 60out Rotat Surge Tap	102615	06/02/2016	13.99	
100-515111-310 CITY COUNCIL - OFF SUP-P	LIGHTHOUSE COMMUNICATIO	City of Burlington Quarterly Newsleeter	060616	06/06/2016	758.37	
Total 100515111310:					772.36	
100515111399						
100-515111-399 CITY COUNCIL - PUBLICATI	SOUTHERN LAKES NEWSPAPE	Liquor License Apps	245230	05/26/2016	72.98	
Total 100515111399:					72.98	
100515121310						
100-515121-310 MUNI COURT - OFFICE SUP	SHRED-IT USA LLC	Muni Court - Shredding	9410885018	05/31/2016	24.20	
Total 100515121310:					24.20	
100515131390						
100-515131-390 MAYOR-SUPLIES-OTHER E	MENARDS	Menards Acct 32120261- Mayors Office	7152*	05/24/2016	10.19	
Total 100515131390:					10.19	
100515131800						
100-515131-800 MAYOR-OUTLAY	CARLSON DETTMANN CONSUL	Initial Project Installment - 1 of 5	1738	06/14/2016	3,920.00	
Total 100515131800:					3,920.00	
100515132225						
100-515132-225 ADMIN - TELEPHONE	DIGICORP	Digicorp - Voice Labor	313424	05/31/2016	60.00	
Total 100515132225:					60.00	
100515132298						
100-515132-298 ADMIN - CONTRACT SERVI	SAFEbuilt, LLC	Code Enforcement Services	0025097-IN	05/31/2016	110.00	
Total 100515132298:					110.00	
100515132310						
100-515132-310 ADMIN - OFF SUPP-POSTA	ALSCO	ALSCO DPW (split) Customer # 074780	IMIL1077855	05/25/2016	2.75	
100-515132-310 ADMIN - OFF SUPP-POSTA	ALSCO	ALSCO DPW (split) Customer # 074780	IMIL1080400	06/01/2016	43.45	
100-515132-310 ADMIN - OFF SUPP-POSTA	ALSCO	ALSCO DPW (split) Customer # 074780	IMIL1082852	06/08/2016	2.75	
100-515132-310 ADMIN - OFF SUPP-POSTA	Office Copying Equipment, LTD	Admin copies	C330949	05/31/2016	538.62	
100-515132-310 ADMIN - OFF SUPP-POSTA	MENARDS	Menards Acct 32120261 Batteries	7152*	05/24/2016	9.89	
100-515132-310 ADMIN - OFF SUPP-POSTA	STAPLES BUSINESS ADVANTA	STAPLES ADMIN OFFICE SUPPLIES	8039494517	05/28/2016	97.76	
100-515132-310 ADMIN - OFF SUPP-POSTA	COMPLETE OFFICE OF WISCO	Office Supplies	586445	06/03/2016	3.62	
100-515132-310 ADMIN - OFF SUPP-POSTA	SHRED-IT USA LLC	Admin - Shredding	9410885018	05/31/2016	24.20	
Total 100515132310:					723.04	
100515132344						
100-515132-344 ADMIN - JANITOR SUPPLIE	REINEMANS, INC.	100Z Neutra Air Citrus	102615	06/02/2016	3.49	
Total 100515132344:					3.49	

Vouchers
6-21-16

GL Account and Title	Vendor Name	Description	Invoice Number	Invoice Date	Net Invoice Amount	Date Paid
100515140310						
100-515140-310 CLERK - OFFICE SUPPLIES	STAPLES BUSINESS ADVANTA	CITY CLERK OFFICE SUPPLIES	8039494517	05/28/2016	24.99	
100-515140-310 CLERK - OFFICE SUPPLIES	SHRED-IT USA LLC	Clerk - Shredding	9410885018	05/31/2016	24.18	
Total 100515140310:					49.17	
100515141310						
100-515141-310 FINANCE - OFFICE SUPP/P	MENARDS	Menards Acct 32120261 Batteries	7152*	05/24/2016	9.89	
100-515141-310 FINANCE - OFFICE SUPP/P	LINDENMEYR MUNROE	LINDENMEYR ENVELOPES Finance	94345061 RI	06/03/2016	448.47	
100-515141-310 FINANCE - OFFICE SUPP/P	LINDENMEYR MUNROE	LINDENMEYR ENVELOPES Finance	94364007 RI	06/10/2016	450.20	
100-515141-310 FINANCE - OFFICE SUPP/P	STAPLES BUSINESS ADVANTA	STAPLES FINANCE SUPPLIES	8039494517	05/28/2016	91.66	
100-515141-310 FINANCE - OFFICE SUPP/P	SHRED-IT USA LLC	Finance - Shredding	9410885018	05/31/2016	24.20	
Total 100515141310:					1,024.42	
100515141510						
100-515141-510 FINANCE - INSURANCE BO	ZAREK INSURANCE, INC.	Treasures Bond	7493	06/06/2016	1,300.00	
Total 100515141510:					1,300.00	
100515161220						
100-515161-220 ATTORNEY - CONTRACT	BJELAJAC, JOHN M	Acquisition of 265 W State St	15100-026D 9	05/31/2016	45.00	
100-515161-220 ATTORNEY - CONTRACT	BJELAJAC, JOHN M	Veolia Contract	15100-029D 15	05/31/2016	1,935.00	
100-515161-220 ATTORNEY - CONTRACT	BJELAJAC, JOHN M	General File - 2016	16100-000D 5	05/31/2016	2,865.00	
100-515161-220 ATTORNEY - CONTRACT	BJELAJAC, JOHN M	Effluent Agreement: AMS	16100-023D 2	05/31/2016	210.00	
100-515161-220 ATTORNEY - CONTRACT	BJELAJAC, JOHN M	Graef Contract: City Planner	16100-036D 1	05/31/2016	195.00	
100-515161-220 ATTORNEY - CONTRACT	BJELAJAC, JOHN M	Grant Agreement: WIN Properties, LLC	16100-037D 1	05/31/2016	1,185.00	
Total 100515161220:					6,435.00	
100515161272						
100-515161-272 ATTORNEY - MUNICIPAL C	BJELAJAC, JOHN M	Municipal Court General File - 2016	16100-099D 6	05/31/2016	5,025.00	
Total 100515161272:					5,025.00	
100525211211						
100-525211-211 POLICE - PHYSICALS	PERSONNEL EVALUATION, INC	Police Dept JV Pep Billing	18390	04/30/2016	140.00	
Total 100525211211:					140.00	
100525211239						
100-525211-239 POLICE - EQUIPMENT NON	DIGICORP	Digi One - Device Server	313215	04/30/2016	198.00	
Total 100525211239:					198.00	
100525211240						
100-525211-240 POLICE - FUEL, OIL	DOUG'S AUTO	906 2013 Ford Explorer	026095	05/13/2016	24.95	
Total 100525211240:					24.95	
100525211242						
100-525211-242 POLICE - REPAIR/MTCE EQ	DOUG'S AUTO	901 2007 Dodge Caravan	026096	05/13/2016	44.90	
100-525211-242 POLICE - REPAIR/MTCE EQ	LOIS TIRE SHOP, INC.	2013 Ford SUV Interceptor	384440	05/16/2016	113.00	
100-525211-242 POLICE - REPAIR/MTCE EQ	LOIS TIRE SHOP, INC.	2013 Ford Explorer	384504	05/17/2016	122.00	
100-525211-242 POLICE - REPAIR/MTCE EQ	MERTEN'S AUTO SERVICE CE	Lube, Oil & Filter 2015 Ford Interceptor	63690	05/17/2016	98.16	
Total 100525211242:					378.06	

GL Account and Title	Vendor Name	Description	Invoice Number	Invoice Date	Net Invoice Amount	Date Paid
100525211244						
100-525211-244 POLICE - REPAIR & MAINT	TASER INTERNATIONAL	Taser for Police Dept - Battery PK Assembled	Q-71156-1	05/27/2016	255.50	
Total 100525211244:					255.50	
100525211299						
100-525211-299 POLICE - SUNDRY CONTRA	MERTEN'S AUTO SERVICE CE	MERTENS AUTO SERVICE POLICE TOWING	339427	05/20/2016	135.00	
100-525211-299 POLICE - SUNDRY CONTRA	ACCELERATED AUTO SERVICE	ACCELERATED AUTO SERV TOW	22409	05/26/2016	309.06	
Total 100525211299:					444.06	
100525211310						
100-525211-310 POLICE - OFF SUPP-POSTA	MENARDS	Menards Acct 32120263	7324	05/26/2016	10.10	
100-525211-310 POLICE - OFF SUPP-POSTA	REINEMANS, INC.	UPS Delivery	101214	05/13/2016	13.26	
100-525211-310 POLICE - OFF SUPP-POSTA	RICHTER'S MARKETPLACE	Richter's Marketplace - Police Dept	05/12/16PD	05/12/2016	5.85	
100-525211-310 POLICE - OFF SUPP-POSTA	RICHTER'S MARKETPLACE	Richter's Marketplace - Police Dept	05/17/16PD	05/17/2016	17.45	
100-525211-310 POLICE - OFF SUPP-POSTA	RICHTER'S MARKETPLACE	Richter's Marketplace - Police Dept	05/23/16PD	05/23/2016	16.00	
100-525211-310 POLICE - OFF SUPP-POSTA	RICHTER'S MARKETPLACE	Richter's Marketplace - Police Dept	05/27/16 PD	05/27/2016	26.82	
100-525211-310 POLICE - OFF SUPP-POSTA	RICHTER'S MARKETPLACE	Richter's Marketplace - Police Dept	06/01/16PD	06/01/2016	5.85	
100-525211-310 POLICE - OFF SUPP-POSTA	MINUTEMAN PRESS OF BURLI	Minuteman - Envelopes	27116	05/12/2016	221.33	
100-525211-310 POLICE - OFF SUPP-POSTA	STAPLES BUSINESS ADVANTA	STAPLES POLICE DEPT	8039494517	05/28/2016	22.25	
Total 100525211310:					338.91	
100525211330						
100-525211-330 POLICE - TRAVEL	WCTC	WCTC Contract #8232	S0616943	05/26/2016	275.00	
Total 100525211330:					275.00	
100525211344						
100-525211-344 POLICE - JANITOR SUPPLIE	MENARDS	Menards Acct 32120263	6737	05/19/2016	45.92	
100-525211-344 POLICE - JANITOR SUPPLIE	MENARDS	Menards Acct 32120263	7081	05/23/2016	139.00	
100-525211-344 POLICE - JANITOR SUPPLIE	MENARDS	Menards Acct 32120263	7874	06/02/2016	23.37	
Total 100525211344:					208.29	
100525211381						
100-525211-381 POLICE - INVESTIGATIONS	LANGUAGE LINE SERVICES, IN	OVER-THE -PHONE INTERPRETATION	3829176	04/30/2016	8.72	
100-525211-381 POLICE - INVESTIGATIONS	INTOXIMETERS, INC.	INTOXIMETERS POLICE DEPT	532986	05/27/2016	184.25	
100-525211-381 POLICE - INVESTIGATIONS	TransUnion Risk & Alternative Dat	Account ID:777966	2016 MAY	05/31/2016	25.00	
Total 100525211381:					217.97	
100525220157						
100-525220-157 FIRE - INSERVICE TRAININ	GATEWAY - KENOSHA CAMPU	Rope Operations	21425	06/09/2016	1,500.00	
Total 100525220157:					1,500.00	
100525220242						
100-525220-242 FIRE - REPAIR & MAINT VE	MAYER REPAIR	service call for 2009/9A009365 Pierce/Empel	7889M	06/01/2016	315.57	
Total 100525220242:					315.57	
100525220248						
100-525220-248 FIRE - REPAIR MAINT BLDG	MENARDS	Acct # 32120264 - Fire House Supplies	8103	06/04/2016	29.42	
Total 100525220248:					29.42	

GL Account and Title	Vendor Name	Description	Invoice Number	Invoice Date	Net Invoice Amount	Date Paid
100525220296						
100-525220-296 Emergency Medical	BURLINGTON RESCUE SQUAD	BLS Emergency	9143	05/11/2016	307.50	
Total 100525220296:					307.50	
100525220298						
100-525220-298 FIRE- CONTRACT SERVICE	ALSCO	ALSCO - FIRE DEPT CUSTOMER #012470	IMIL1082843	06/08/2016	52.99	
100-525220-298 FIRE- CONTRACT SERVICE	MALEK & ASSOCIATES CONSU	fire alarm control panel review Tanning Salon	5431	06/02/2016	307.50	
100-525220-298 FIRE- CONTRACT SERVICE	GovHR USA, LLC	Assessment Center for Fire Chief	3-6-16-113	06/01/2016	6,464.43	
Total 100525220298:					6,824.92	
100525220324						
100-525220-324 FIRE - MEMBERSHIP & DUE	WSFA	WSFA Membership Dues	2016	05/30/2016	975.00	
Total 100525220324:					975.00	
100525220399						
100-525220-399 FIRE SUNDRIES	GOOSEBERRIES	GOOSEBERRIES - Fire Dept	73904	05/19/2016	37.18	
100-525220-399 FIRE SUNDRIES	GOOSEBERRIES	GOOSEBERRIES LUNCH DELIVERY	73906	05/19/2016	161.81	
Total 100525220399:					198.99	
100525231298						
100-525231-298 BLDG INSP - CONTRACT	MUNICIPAL SERVICES, LLC	MUNICIPAL SERVICES- INSPECTIONS	201623	05/07/2016	484.50	
Total 100525231298:					484.50	
100535321159						
100-535321-159 STREETS - CLOTHING ALL	ALSCO	ALSCO DPW (split) Customer # 074780	IMIL1077855	05/25/2016	64.96	
100-535321-159 STREETS - CLOTHING ALL	ALSCO	ALSCO DPW (split) Customer # 074780	IMIL1080400	06/01/2016	72.18	
100-535321-159 STREETS - CLOTHING ALL	ALSCO	ALSCO DPW (split) Customer # 074780	IMIL1082852	06/08/2016	64.96	
100-535321-159 STREETS - CLOTHING ALL	SUPPLY CORP., THE	Supply Corp - Dpw Supplies (split)	0064329-IN	05/25/2016	110.09	
Total 100535321159:					312.19	
100535321242						
100-535321-242 STREETS - REP MAINT VE	LYNCH TRUCK CENTER	Unit 51 parts	210939	05/26/2016	146.16	
Total 100535321242:					146.16	
100535321248						
100-535321-248 STREETS REP & MAINT BL	ALSCO	ALSCO DPW (split) Customer # 074781	IMIL1080401	06/01/2016	10.93	
Total 100535321248:					10.93	
100535321298						
100-535321-298 STREETS - CONTRACT SER	SOUTHERN LAKES NEWSPAPE	Legals - Bids: Tanker Truck	241460	05/05/2016	25.56	
100-535321-298 STREETS - CONTRACT SER	SOUTHERN LAKES NEWSPAPE	Legals - Patrol Truck	241462	05/05/2016	27.61	
100-535321-298 STREETS - CONTRACT SER	KAPUR & ASSOCIATES, INC.	16.0113.01 2016_Burlington_General	87738	05/24/2016	1,308.00	
100-535321-298 STREETS - CONTRACT SER	INTERSTATE POWER SYSTEM	Yearly inspection DPW Generator (split)	R041003599:01	05/24/2016	290.00	
Total 100535321298:					1,651.17	
100535321310						
100-535321-310 STREETS - OFF SUPP/POS	STAPLES BUSINESS ADVANTA	STAPLES DPW OFFICE SUPPLIES	8039494517	05/28/2016	22.99	
100-535321-310 STREETS - OFF SUPP/PQS	CANON SOLUTIONS AMERICA,	Copier - DPW Serial FRU34827 (split)	4019306370	06/01/2016	20.99	
100-535321-310 STREETS - OFF SUPP/POS	COMPLETE OFFICE OF WISCO	Office Supplies	586444	06/03/2016	16.48	

GL Account and Title	Vendor Name	Description	Invoice Number	Invoice Date	Net Invoice Amount	Date Paid
Total 100535321310:					60.46	
100535321350						
100-535321-350	STREETS - REP MAINT SUP	CULLIGAN OF BURLINGTON	CULLIGAN DPW ACCT # 19385673 (split)	500X01767801	05/31/2016	21.28
100-535321-350	STREETS - REP MAINT SUP	ELKHORN CHEMICAL & PACKA	ELKHORN CHEMICAL DPW (split)	575202-1	06/03/2016	39.03
100-535321-350	STREETS - REP MAINT SUP	ELKHORN CHEMICAL & PACKA	ELKHORN CHEMICAL DPW (split)	575487	06/03/2016	146.74
100-535321-350	STREETS - REP MAINT SUP	HUMPHREY SERVICE & PARTS,	HUMPHREY SERVICE DPW STOCK	1113014	05/23/2016	147.00
100-535321-350	STREETS - REP MAINT SUP	HUMPHREY SERVICE & PARTS,	HUMPHREY SERVICE DPW STOCK	1113287	05/25/2016	71.52
100-535321-350	STREETS - REP MAINT SUP	HUMPHREY SERVICE & PARTS,	HUMPHREY SERVICE DPW STOCK	1113293	05/25/2016	13.48
100-535321-350	STREETS - REP MAINT SUP	HUMPHREY SERVICE & PARTS,	HUMPHREY SERVICE DPW STOCK	1113349	05/25/2016	148.99
100-535321-350	STREETS - REP MAINT SUP	HUMPHREY SERVICE & PARTS,	HUMPHREY SERVICE DPW STOCK	1113659	05/31/2016	69.08
100-535321-350	STREETS - REP MAINT SUP	HUMPHREY SERVICE & PARTS,	HUMPHREY SERVICE DPW STOCK	1114335	06/06/2016	13.60
100-535321-350	STREETS - REP MAINT SUP	HUMPHREY SERVICE & PARTS,	Cutoff Tool	1114590	06/08/2016	76.46
100-535321-350	STREETS - REP MAINT SUP	HUMPHREY SERVICE & PARTS,	HUMPHREY SERVICE DPW STOCK	1114605	06/08/2016	63.48
100-535321-350	STREETS - REP MAINT SUP	LYNCH TRUCK CENTER	LYNCH TRUCK CENTER UNIT 53	2011061	05/12/2016	830.36
100-535321-350	STREETS - REP MAINT SUP	MOTOR PARTS COMPANY, LLC	MOTOR PARTS DPW STOCK	274659	06/04/2016	165.88
100-535321-350	STREETS - REP MAINT SUP	MOTOR PARTS COMPANY, LLC	credit	274660	06/04/2016	159.91
100-535321-350	STREETS - REP MAINT SUP	REINEMANS, INC.	Yel Caution Tape	101084	05/12/2016	21.58
100-535321-350	STREETS - REP MAINT SUP	REINEMANS, INC.	DPW - Supplies	102588	06/02/2016	20.00
100-535321-350	STREETS - REP MAINT SUP	CUMMINS NPOWER,LLC	CUMMINS- Stock	805-16363	05/31/2016	732.84
Total 100535321350:					2,421.41	
100535321351						
100-535321-351	STREETS - MAINT CURB,G	MENARDS	Menards Acct 32120266	7930	06/03/2016	16.77
100-535321-351	STREETS - MAINT CURB,G	KAPUR & ASSOCIATES, INC.	16.0112.01 Burlington 2016 Sidewalk Program	87737	05/24/2016	1,403.50
100-535321-351	STREETS - MAINT CURB,G	GLOBE CONTRACTORS INC.	TID #5 Utility & Street Improvements, Phase 1	TID #5 PMNT 5	06/07/2016	1,323.64
Total 100535321351:					2,743.91	
100545430298						
100-545430-298	ANIMAL SHELTER	WISCONSIN HUMANE SOCIETY	ANIMAL SHELTER CONTRACT	665	06/01/2016	798.47
Total 100545430298:					798.47	
100555551159						
100-555551-159	PARKS - CLOTHING	ALSCO	ALSCO DPW (split) Customer # 074780	IMIL1077855	05/25/2016	16.83
100-555551-159	PARKS - CLOTHING	ALSCO	ALSCO DPW (split) Customer # 074780	IMIL1080400	06/01/2016	16.83
100-555551-159	PARKS - CLOTHING	ALSCO	ALSCO DPW (split) Customer # 074780	IMIL1082852	06/08/2016	16.83
100-555551-159	PARKS - CLOTHING	SUPPLY CORP., THE	Supply Corp - Dpw Supplies (split)	0064329-IN	05/25/2016	110.09
Total 100555551159:					160.58	
100555551211						
100-555551-211	PARKS - PHYSICALS	AURORA HEALTH CARE	Acct #600016081 Zaremba, Jason	142826496	05/16/2016	103.00
Total 100555551211:					103.00	
100555551242						
100-555551-242	PARKS - REPAIR MAINT VE	IBD, LLC	IBD- Unit 110	110143773	06/02/2016	56.95
Total 100555551242:					56.95	
100555551244						
100-555551-244	PARKS - REPAIR MAINT EQ	LOIS TIRE SHOP, INC.	Park Trailer	385440	06/06/2016	107.98
Total 100555551244:					107.98	

GL Account and Title	Vendor Name	Description	Invoice Number	Invoice Date	Net Invoice Amount	Date Paid
10055551248						
100-555551-248	PARKS - REPAIR MAINT BL	ALSCO	ALSCO DPW (split) Customer # 074781	IMIL1080401	06/01/2016	5.46
Total 10055551248:						5.46
10055551298						
100-555551-298	PARKS - OUTSIDE SERVICE	PATS SERVICES, INC	PATS SANITARY RENTAL DEVOR PARK	A-126688	06/01/2016	90.00
100-555551-298	PARKS - OUTSIDE SERVICE	PATS SERVICES, INC	PATS SANITARY RENTAL RIVERSIDE PARK	A-126832	06/06/2016	180.00
100-555551-298	PARKS - OUTSIDE SERVICE	SOUTHERN LAKES NEWSPAPE	Park Attendent	242637	05/04/2016	368.00
100-555551-298	PARKS - OUTSIDE SERVICE	3-D GREENHOUSES, INC	THREE D GREENHOUSES DPW PLANTINGS	640440	05/24/2016	1,499.37
100-555551-298	PARKS - OUTSIDE SERVICE	INTERSTATE POWER SYSTEM	Yearly inspection DPW Generator (split)	R041003599:01	05/24/2016	145.00
Total 10055551298:						2,282.37
10055551310						
100-555551-310	PARKS - OFFICE SUPP, PO	STAPLES BUSINESS ADVANTA	STAPLES DPW OFFICE SUPPLIES	8039494517	05/28/2016	11.28
100-555551-310	PARKS - OFFICE SUPP, PO	CANON SOLUTIONS AMERICA,	Copier - DPW Serial FRU34827 (split)	4019306370	06/01/2016	10.49
Total 10055551310:						21.77
10055551350						
100-555551-350	PARKS - REPAIR/MTCE SUP	CULLIGAN OF BURLINGTON	CULLIGAN DPW ACCT # 19385673 (split)	500X01767801	05/31/2016	10.64
100-555551-350	PARKS - REPAIR/MTCE SUP	ELKHORN CHEMICAL & PACKA	ELKHORN CHEMICAL DPW	575202	05/27/2016	424.92
100-555551-350	PARKS - REPAIR/MTCE SUP	ELKHORN CHEMICAL & PACKA	ELKHORN CHEMICAL DPW (split)	575202-1	06/03/2016	39.03
100-555551-350	PARKS - REPAIR/MTCE SUP	ELKHORN CHEMICAL & PACKA	ELKHORN CHEMICAL DPW (split)	575487	06/03/2016	146.74
100-555551-350	PARKS - REPAIR/MTCE SUP	LOIS TIRE SHOP, INC.	Unit 509 2008 GMC Diesel	384914	05/25/2016	35.00
100-555551-350	PARKS - REPAIR/MTCE SUP	MENARDS	Menards Acct 32120266	7230	05/25/2016	116.74
100-555551-350	PARKS - REPAIR/MTCE SUP	MENARDS	Menards Acct 32120266	7406	05/27/2016	43.96
100-555551-350	PARKS - REPAIR/MTCE SUP	MENARDS	Menards Acct 32120266	7945	06/03/2016	15.86
100-555551-350	PARKS - REPAIR/MTCE SUP	REINDERS INC	REINDERS PARKS	1635544-00	05/24/2016	155.66
100-555551-350	PARKS - REPAIR/MTCE SUP	REINEMANS, INC.	Cut Keys	101706	05/20/2016	23.90
100-555551-350	PARKS - REPAIR/MTCE SUP	REINEMANS, INC.	Light Bulbs	102493	06/01/2016	6.74
100-555551-350	PARKS - REPAIR/MTCE SUP	REINEMANS, INC.	Comm Grade 1DR Closer	102511	06/01/2016	85.00
100-555551-350	PARKS - REPAIR/MTCE SUP	REINEMANS, INC.	MM6-1/2 Diag Cut Pliers	102692	06/03/2016	34.16
100-555551-350	PARKS - REPAIR/MTCE SUP	REINEMANS, INC.	Credit	103061	06/08/2016	85.00
100-555551-350	PARKS - REPAIR/MTCE SUP	REINEMANS, INC.	Padlocks	103062	06/08/2016	134.90
Total 10055551350:						1,188.25
100565641298						
100-565641-298	PLAN COMM - CONTRACT S	MDRoffers Consulting LLC	Project: Current Planning Services	201605003	06/03/2016	1,412.50
Total 100565641298:						1,412.50
100575710297						
100-575710-297	GARBAGE- CONTRACT SVC	JOHNS DISPOSAL SERVICE IN	CONTRACTED BILLING/RECYCLE	72809	05/25/2016	8,402.10
100-575710-297	GARBAGE- CONTRACT SVC	JOHNS DISPOSAL SERVICE IN	Riverview Manor (split)	73618	06/01/2016	108.00
Total 100575710297:						8,510.10
100575710298						
100-575710-298	GARBAGE - CONTRACT SV	JOHNS DISPOSAL SERVICE IN	CONTRACTED BILLING/GARBAGE	72809	05/25/2016	29,478.87
100-575710-298	GARBAGE - CONTRACT SV	JOHNS DISPOSAL SERVICE IN	Riverview Manor (split)	73618	06/01/2016	371.00
Total 100575710298:						29,849.87
100575710299						
100-575710-299	GARBAGE- CNTRCT SVCS	KAPUR & ASSOCIATES, INC.	15.0107.01 Burlington Landfill 2015-2016	87768	05/26/2016	3,025.50
100-575710-299	GARBAGE- CNTRCT SVCS	KAPUR & ASSOCIATES, INC.	15.0107.02 Out of Scope ENV Burl Landfill	87769	05/26/2016	194.00

GL Account and Title	Vendor Name	Description	Invoice Number	Invoice Date	Net Invoice Amount	Date Paid
Total 100575710299:					3,219.50	
452565639399						
452-565639-399 Planning Expenditures	KAPUR & ASSOCIATES, INC.	14.0081.01 Utility Planning & Design for TIF #5	87839	05/25/2016	1,196.00	
Total 452565639399:					1,196.00	
452565641298						
452-565641-298 TID 5 CONTRACT SERVICE	GLOBE CONTRACTORS INC.	TID #5 Utility & Street Improvements, Phase 1	TID #5 PMNT 5	06/07/2016	70,482.44	
452-565641-298 TID 5 CONTRACT SERVICE	TOWNSEND CONSTRUCTION I	TID #5 Utility & Street Improvements Phase 2	TID #5 PMNT 7	06/07/2016	58,724.12	
452-565641-298 TID 5 CONTRACT SERVICE	TOWNSEND CONSTRUCTION I	Bike Path	TID #5 PMNT 7	06/07/2016	3,169.50	
Total 452565641298:					132,376.06	
462565641298						
462-565641-298 Contract Services	KAPUR & ASSOCIATES, INC.	16.0078.01 Burlington MS4	87736	05/24/2016	5,733.00	
Total 462565641298:					5,733.00	
465515132800						
465-515132-800 CITY ADMINISTRATOR	SWAGIT PRODUCTIONS, LLC	Swagit Basic EASE Encoder	7280	05/23/2016	8,750.00	
Total 465515132800:					8,750.00	
621181000						
621-181000 CONSTRUCTION IN PROGRESS	KAPUR & ASSOCIATES, INC.	12.0077.01 Phase II - WWTF Upgrade & Improveme	87838	05/25/2016	136.50	
Total 621181000:					136.50	
621575740159						
621-575740-159 CLOTHING ALLOWANCE	ALSCO	ALSCO WWTP (split) Cust # 012230	IMIL1080403	06/01/2016	72.66	
621-575740-159 CLOTHING ALLOWANCE	ALSCO	ALSCO WWTP (split) Cust # 012230	IMIL1082854	06/08/2016	72.66	
Total 621575740159:					145.32	
621575740244						
621-575740-244 REPAIRS,MAINT EQUIPMEN	ALSCO	ALSCO WWTP (split) Cust # 012230	IMIL1080403	06/01/2016	13.78	
621-575740-244 REPAIRS,MAINT EQUIPMEN	ALSCO	ALSCO WWTP (split) Cust # 012230	IMIL1082854	06/08/2016	13.78	
621-575740-244 REPAIRS,MAINT EQUIPMEN	ALSCO	ALSCO WWTP Cust # 012231 (split)	IMIL1082855	06/08/2016	117.13	
621-575740-244 REPAIRS,MAINT EQUIPMEN	JOHNSTONE SUPPLY OF RACI	Exhaust Fan Pulleys	1001929	05/19/2016	82.17	
621-575740-244 REPAIRS,MAINT EQUIPMEN	Kaestner Auto Electric Co	DPW Nylon Flag	242193	05/31/2016	221.19	
621-575740-244 REPAIRS,MAINT EQUIPMEN	K&M WELDING AND FABRICATI	weld/fab tube for vac truck	1078	05/28/2016	65.00	
Total 621575740244:					513.05	
621575740245						
621-575740-245 GROUND IMPROVEMENTS	MENARDS	Menards Acct 32120265	6728	05/19/2016	39.99	
621-575740-245 GROUND IMPROVEMENTS	MENARDS	Menards Acct 32120265	7083	05/23/2016	19.44	
621-575740-245 GROUND IMPROVEMENTS	REINEMANS, INC.	GT 7Patt Spray Wand	102614	06/02/2016	9.89	
Total 621575740245:					69.32	
621575740248						
621-575740-248 PLANT OPERATION	INTERSTATE POWER SYSTEM	inspection & testing on 2nd stage generator	R041003544:01	05/25/2016	1,203.36	
621-575740-248 PLANT OPERATION	INTERSTATE POWER SYSTEM	inspection & testing on onan portable generator	R041003545:01	05/17/2016	824.42	
621-575740-248 PLANT OPERATION	INTERSTATE POWER SYSTEM	inspection & testing on generator @ Raw Lift Station	R041003546:01	05/25/2016	1,437.95	
621-575740-248 PLANT OPERATION	INTERSTATE POWER SYSTEM	inspection & testing on John Deere portable generato	R041003547:01	05/25/2016	647.51	
621-575740-248 PLANT OPERATION	INTERSTATE POWER SYSTEM	inspection & testing on onan portable generator	R041003548:01	05/25/2016	1,042.62	

GL Account and Title	Vendor Name	Description	Invoice Number	Invoice Date	Net Invoice Amount	Date Paid
Total 621575740248:					5,155.86	
621575740249						
621-575740-249 LABORATORY	ALSCO	ALSCO WWTP (split) Cust # 012230	IMIL1080403	06/01/2016	4.71	
621-575740-249 LABORATORY	ALSCO	ALSCO WWTP (split) Cust # 012230	IMIL1082854	06/08/2016	4.71	
621-575740-249 LABORATORY	ALSCO	ALSCO WWTP Cust # 012231 (split)	IMIL1082855	06/08/2016	85.16	
621-575740-249 LABORATORY	CULLIGAN OF BURLINGTON	CULLIGAN WWTP ACCT 500-08487456-8	500X01762208	05/31/2016	222.25	
621-575740-249 LABORATORY	REINEMANS, INC.	9 Can Cooler ASSTD	102498	06/01/2016	13.49	
Total 621575740249:					330.32	
621575740298						
621-575740-298 CONTRACT SERVICE	ILLINOIS FOX RIVER GROUP	Membership Dues	2016	05/31/2016	2,500.00	
Total 621575740298:					2,500.00	
621575740310						
621-575740-310 OFFICE SUPPLIES, POSTA	CANON SOLUTIONS AMERICA,	Copier - WWTP Serial FRU35325	4019281020	06/01/2016	51.91	
Total 621575740310:					51.91	
621575740330						
621-575740-330 SEWER - INSRVC TRNG & T	RICHTER'S MARKETPLACE	Richter's Marketplace - WWTP	05/18/16WWTP	05/18/2016	17.96	
Total 621575740330:					17.96	
621575740359						
621-575740-359 SANITARY SEWER REPAIR,	USABlueBook	USA BLUEBOOK WWTP Cust No. 85786	964129	05/26/2016	152.91	
621-575740-359 SANITARY SEWER REPAIR,	DIGGERS HOTLINE, INC	Diggers Hotline WWTP	160 5 42701	05/31/2016	120.06	
Total 621575740359:					272.97	
621575740374						
621-575740-374 SAFETY	RICHTER'S MARKETPLACE	Richter's Marketplace - WWTP	05/11/16WWTP	05/11/2016	25.47	
621-575740-374 SAFETY	RICHTER'S MARKETPLACE	Richter's Marketplace - WWTP	05/12/16WWTP	05/12/2016	19.98	
Total 621575740374:					45.45	
621575740375						
621-575740-375 TV & SEAL SANITARY SEW	GREAT LAKES TV SEAL, INC	Milw Av; Mobilization/Demo Grout Unit	17584	05/24/2016	1,773.95	
Total 621575740375:					1,773.95	
622501070000						
622-501070-000 WORK IN PROGRESS	BAXTER & WOODMAN, INC.	140318.40 Well No. 11 Radium Compliance	0186301	05/26/2016	3,783.75	
Total 622501070000:					3,783.75	
622506500000						
622-506500-000 RESERVOIRS & SUPPLES	STARNET TECHNOLOGIES	On-Site Service - Flow Proving Switch	0090110-IN	05/24/2016	523.55	
Total 622506500000:					523.55	
622506510000						
622-506510-000 MAINS, WATER BREAKS-SU	WANASEK CORPORATION	Westridge & State Watermain Repair	5974	05/24/2016	1,300.03	
622-506510-000 MAINS, WATER BREAKS-SU	WANASEK CORPORATION	Hickory Street Watermain Repair	5975	05/24/2016	1,474.13	
622-506510-000 MAINS, WATER BREAKS-SU	DIGGERS HOTLINE, INC	Diggers Hotline Water	160 5 42701	05/31/2016	120.06	

GL Account and Title	Vendor Name	Description	Invoice Number	Invoice Date	Net Invoice Amount	Date Paid
Total 622506510000:					2,894.22	
622506520000						
622-506520-000 SERVICE-SUPPLIES	REINEMANS, INC.	Water Dept Supplies	103050	06/08/2016	31.92	
Total 622506520000:					31.92	
622509030000						
622-509030-000 OFFICE SUPPLIES	ALSCO	ALSCO DPW - Water Customer #025570	IMIL1080402	06/01/2016	37.30	
622-509030-000 OFFICE SUPPLIES	ALSCO	ALSCO DPW - Water Customer #025570	IMIL1082853	06/08/2016	37.30	
Total 622509030000:					74.60	
622509210000						
622-509210-000 OFFICE SUPPLY	STAPLES BUSINESS ADVANTA	STAPLES WATER OFFICE SUPPLIES	8039494517	05/28/2016	91.65	
622-509210-000 OFFICE SUPPLY	CANON SOLUTIONS AMERICA,	Copier - DPW Serial FRU34827 (split)	4019306370	06/01/2016	20.99	
Total 622509210000:					112.64	
622509300000						
622-509300-000 MISCELLANEOUS-SUPPLIE	SOUTHERN LAKES NEWSPAPE	Legals - Hydrant Flushing HI Display	242506	05/04/2016	108.00	
622-509300-000 MISCELLANEOUS-SUPPLIE	SOUTHERN LAKES NEWSPAPE	Legals - Hydrant Flushing SP Display	242507	05/12/2016	47.40	
Total 622509300000:					155.40	
622509330000						
622-509330-000 TRANSPORTATION-SUPPLI	LYNCH TRUCK CENTER	Repairs 2015 Chevrolet Silverado	2010732	05/20/2016	99.32	
Total 622509330000:					99.32	
622509350000						
622-509350-000 GENERAL PLANT-SUPPLIE	ALSCO	ALSCO DPW (split) Customer # 074781	IMIL1080401	06/01/2016	10.93	
622-509350-000 GENERAL PLANT-SUPPLIE	CULLIGAN OF BURLINGTON	CULLIGAN DPW ACCT # 19385673 (split)	500X01767801	05/31/2016	21.28	
622-509350-000 GENERAL PLANT-SUPPLIE	INTERSTATE POWER SYSTEM	Yearly inspection DPW Generator (split)	R041003599:01	05/24/2016	290.00	
Total 622509350000:					322.21	
623575740242						
623-575740-242 REPAIR,MAINTENANCE EQ	HUGHES ELECTRIC, INC	Repairs at Airport	11273	06/04/2016	227.50	
623-575740-242 REPAIR,MAINTENANCE EQ	QT PETROLEUM ON DEMAND	Technical Support	59443	05/31/2016	54.00	
Total 623575740242:					281.50	
623575740245						
623-575740-245 REPAIR,MAINTENANCE GR	HUGHES ELECTRIC, INC	Mowing Grass & Weed Eating	11272	06/04/2016	912.00	
Total 623575740245:					912.00	
623575740298						
623-575740-298 CONTRACT SERVICES	BURLINGTON DEVELOPMENT	TIME WARNER	JUNE2016	06/01/2016	183.00	
623-575740-298 CONTRACT SERVICES	BURLINGTON DEVELOPMENT	Pat's Sanitary Service	JUNE2016	06/01/2016	35.97	
623-575740-298 CONTRACT SERVICES	BURLINGTON DEVELOPMENT	Outside Service - Cleaning	JUNE2016	06/01/2016	120.42	
623-575740-298 CONTRACT SERVICES	BURLINGTON DEVELOPMENT	pest control services	JUNE2016	06/01/2016	55.00	
Total 623575740298:					394.39	
623575740310						
623-575740-310 OPERATING SUPPLIES	BURLINGTON DEVELOPMENT	kitchen/hangar supplies	JUNE2016	06/01/2016	119.40	

GL Account and Title	Vendor Name	Description	Invoice Number	Invoice Date	Net Invoice Amount	Date Paid
Total 623575740310:					119.40	
Grand Totals:					258,482.09	

P
6-15-16

Dated: _____

Motion for Approval by: _____

Motion Seconded by: _____



DATE: June 21, 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: see attached list

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 June 21, 2016 Common Council meeting.

ATTACHMENTS:

None

2016 – 2017 OPERATOR'S LICENSES

For approval at the 6/21/2016 Council Meeting

1. Bellante	Frank	Joseph
2. Brumley	Kim	M
3. Casiano	Pascual	
4. Chambers	Leighann	Christine
5. Coss	Courtney	Breann
6. DePatis	Amanda	N.
7. Escobar	Tasha	Mae
8. Fischer	Cassandra	Cristine
9. Fritz	Wayne	Jeff
10. Hernandez	Blanca	E
11. Jauregui	Rose	S.
12. Kruse	Emily	Ann
13. LaFleur	Geoff	W.
14. Linden	Chrisandra	Ann
15. Lois	Douglas	Joseph
16. Lois	Mary	Lynn
17. Maasch	Ann	Marie
18. Maccaux	Brenda	Sue
19. Meyer	Susan	Ann
20. Najera	Emma	
21. O'Brien	Emily	Sue
22. Sailors	Elaine	C.
23. Schiller	Kathleen	Ann
24. Smith	Emilie	J.
25. Steeples	Ethan	Michael
26. Thomas	Daniel	Robert
27. Turville	John	Ansley
28. Uhen	Hannah	Marie
29. VanWormer	Jennifer	Leigh
30. Vitlas	Jenna	Lee
31. Wiess	Sarah	Elizabeth
32. Witterholt	Ethan	E.

2016 UPCOMING SPECIAL EVENTS (Common Council 6/21/16)

Event: Burlington Lion's Club Annual Street Dance
Event Date: Thursday, July 28, 2016
Organization: Burlington Lion's Club
Event Location: Chestnut Loop
Event Contact: Tim Beix 262-716-5042
Expected Attendance: 200+
Start/End: 7 p.m. – 11 p.m.
Notes: Alcohol will be served

Event: Annual Book Sale
Event Date: July 21-23, 2016
Organization: Friends of the Burlington Public Library
Event Location: Wehmhoff Square
Event Contact: 262-342-1130
Expected Attendance: 200
Start/End: 7/21 – 12 to 7; 7/22 – 9 to 5; 7/23 – 9 to 12
Notes: no food / no alcohol

Event: Car Show
Event Date: Sunday, August 21, 2016
Organization: Bumper to Bumper
Event Location: Chocofest Grounds
Event Contact: Ken Lois – 262-763-9184
Expected Attendance: 100-200
Start/End: 8 a.m. – 12 p.m.
Notes: Food and Beverages will be provided by the Burlington's Lion Club

Event: Restoration 5k
Event Date: Saturday, August 27, 2016
Organization: Life Bridge Community Church
Event Location: Wehmhoff-Jucker Park
Event Contact: Jon Thorngate – 262-215-7887
Expected Attendance: 150
Start/End: 8 a.m. – 3 p.m.
Notes: no food / no alcohol



DATE: June 21, 2016

SUBJECT: A **Public Hearing** to hear comments and concerns regarding a rezone request for property located at 340 Church Street.

SUBMITTED BY: Carina Walters, City Administrator

BACKGROUND/HISTORY:

A Public Hearing has been scheduled to hear comments and concerns from the public regarding a rezone request from the Burlington Area School District for property located at 340 Church Street. The applicant is requesting to rezone the property from Rs-2, Single Family Residential to I-1, Institutional District. The Burlington Area School District proposes to use the property for the Project Active Citizen (PAC) educational program, as a larger school facility is necessary as opposed to the existing location at 348 Paul Street.

BUDGET/FISCAL IMPACT:

There are no financial implications with this Public Hearing.

RECOMMENDATION:

For Public comment only.

TIMING/IMPLEMENTATION:

This item for Public Hearing at the June 21, 2016 Common Council meeting.

ATTACHMENTS:

Public Hearing Notice

**NOTICE OF PUBLIC HEARING
FOR AMENDING THE ZONING MAP**

TO WHOM IT MAY CONCERN:

NOTICE is hereby given that the Common Council of the City of Burlington proposes to amend Chapter 315 of the Municipal Code, Zoning Map, as it pertains to:

Owner: Burlington Area School District
Applicant: Peter Smet
Applicant Address: 100 N. Kane Street
Location of Request: **340 Church Street**
Existing Zoning: Rs-2, Single Family Residential
Proposed Zoning: I-1, Institutional District
Proposed Use: To be used for the Project Active Citizen (PAC) educational program

Legal Description:

LOT 4, BLOCK 1 OF FIRST ADDITION TO HIGHRISE, A SUBDIVISION OF PART OF THE NORTHWEST QUARTER OF THE NORTHEAST QUARTER AND PART OF THE SOUTHWEST QUARTER OF THE NORTHEAST QUARTER SECTION 31, TOWN 3 NORTH, RANGE 19 EAST OF THE FOURTH PRINCIPAL MERIDIAN, CITY OF BURLINGTON, RACINE COUNTY, WISCONSIN.

NOTICE IS FURTHER GIVEN that a Public Hearing on the above matter will be held by the Common Council in the City Council Chambers, in the City of Burlington located at 224 E. Jefferson Street on:

**TUESDAY, JUNE 21, 2016 DURING THE MEETING OF THE COMMON COUNCIL
SCHEDULED TO BEGIN AT 6:30 P.M. OR SHORTLY THEREAFTER**

To hear any persons objecting to, or in support thereof, on the above mentioned matter.

CITY OF BURLINGTON

Dated at Burlington, Wisconsin, this 6th day of June, 2016.

Diahnn Halbach, City Clerk

Published in the Burlington Standard Press
June 9th and June 16th, 2016



DATE: June 21, 2016

SUBJECT: RESOLUTION 4791(10) to consider approving the 2015 Wisconsin Department of Natural Resources (DNR) Compliance Maintenance Annual Report (CMAR) for the Burlington Waste Water Treatment Plant.

SUBMITTED BY: James Bergles, Director of Public Works

BACKGROUND/HISTORY: The Compliance Maintenance Annual Report (CMAR) is a report required by the Wisconsin Department of Natural Resources (DNR) to ensure the City's Wastewater Treatment Plant is in compliance with the Wisconsin Pollution Discharge Elimination System (WPDES) permit issued by the Wisconsin DNR. This report which is submitted annually, must be reviewed and approved by the Common Council.

The 2015 CMAR grade point average for the Burlington Waste Water Treatment Plant (WWTP) was 4.0 on a 4.0-point grade system.

The WWTP is in compliance with its DNR Permit.

BUDGET/FISCAL IMPACT:

N/A

RECOMMENDATION:

None

TIMING/IMPLEMENTATION:

This item was discussed at the June 7th, 2016 Committee of the Whole meeting and is scheduled for final approval at tonight's Common Council meeting.

ATTACHMENTS:

CMAR 2015

**Resolution Number: 4791(10)
Introduced by: Committee of
the Whole**

**A RESOLUTION APPROVING THE 2015 COMPLIANCE MAINTANCE ANNUAL
REPORT**

WHEREAS, the Wisconsin Department of Natural Resources requires the completion of a Compliance Maintenance Annual Report (CMAR) which will evaluate and document the performance and condition of the wastewater utility; and,

WHEREAS, the CMAR will assist treatment plant owners to plan for the future where necessary so that each plant will maintain their permit requirement; and,

WHEREAS, the operators of the Burlington Water Pollution Control Facility will continue to have training and testing opportunities to further their license status and safety understanding; and,

WHEREAS, scheduled preventive maintenance activities will continue to be performed on the collection system in order to prevent future sanitary system overflows.

NOW, THEREFORE, BE IT RESOLVED that the Common Council of the City of Burlington has reviewed and approved the 2015 CMAR. A copy of which is attached hereto.

Introduced: June 7, 2016
Adopted:

Jeannie Hefty, Mayor

Attest:

Diahnn Halbach, City Clerk

Compliance Maintenance Annual Report

Burlington Water Pollution Control

Last Updated: Reporting For:
5/16/2016 **2015**

Influent Flow and Loading

1. Monthly Average Flows and (C)BOD Loadings

1.1 Verify the following monthly flows and (C)BOD loadings to your facility.

Outfall No. 701	Influent Monthly Average Flow, MGD	x	Influent Monthly Average (C)BOD Concentration mg/L	x	8.34	=	Influent Monthly Average (C)BOD Loading, lbs/day
January	2.2595	x	269	x	8.34	=	5,074
February	2.2186	x	283	x	8.34	=	5,237
March	2.3338	x	312	x	8.34	=	6,071
April	2.5035	x	341	x	8.34	=	7,125
May	2.4128	x	268	x	8.34	=	5,389
June	2.6032	x	301	x	8.34	=	6,543
July	2.4918	x	314	x	8.34	=	6,519
August	2.3901	x	290	x	8.34	=	5,782
September	2.6994	x	267	x	8.34	=	6,005
October	2.4999	x	297	x	8.34	=	6,195
November	2.6497	x	206	x	8.34	=	4,561
December	3.1707	x	175	x	8.34	=	4,628

2. Maximum Month Design Flow and Design (C)BOD Loading

2.1 Verify the design flow and loading for your facility.

Design	Design Factor	x	%	=	% of Design
Max Month Design Flow, MGD	4.9	x	90	=	4.41
		x	100	=	4.9
Design (C)BOD, lbs/day	11350	x	90	=	10215
		x	100	=	11350

2.2 Verify the number of times the flow and (C)BOD exceeded 90% or 100% of design, points earned, and score:

	Months of Influent	Number of times flow was greater than 90% of	Number of times flow was greater than 100% of	Number of times (C)BOD was greater than 90% of design	Number of times (C)BOD was greater than 100% of design
January	1	0	0	0	0
February	1	0	0	0	0
March	1	0	0	0	0
April	1	0	0	0	0
May	1	0	0	0	0
June	1	0	0	0	0
July	1	0	0	0	0
August	1	0	0	0	0
September	1	0	0	0	0
October	1	0	0	0	0
November	1	0	0	0	0
December	1	0	0	0	0
Points per each		2	1	3	2
Exceedances		0	0	0	0
Points		0	0	0	0
Total Number of Points					0

0

Compliance Maintenance Annual Report

Burlington Water Pollution Control

Last Updated: Reporting For:
5/16/2016 **2015**

3. Flow Meter

3.1 Was the influent flow meter calibrated in the last year?

Yes Enter last calibration date (MM/DD/YYYY)

No

If No, please explain:

4. Sewer Use Ordinance

4.1 Did your community have a sewer use ordinance that limited or prohibited the discharge of excessive conventional pollutants ((C)BOD, SS, or pH) or toxic substances to the sewer from industries, commercial users, hauled waste, or residences?

Yes

No

If No, please explain:

4.2 Was it necessary to enforce the ordinance?

Yes

No

If Yes, please explain:

5. Septage Receiving

5.1 Did you have requests to receive septage at your facility?

Septic Tanks Holding Tanks Grease Traps

Yes

Yes

Yes

No

No

No

5.2 Did you receive septage at your facility? If yes, indicate volume in gallons.

Septic Tanks

Yes gallons

No

Holding Tanks

Yes gallons

No

Grease Traps

Yes gallons

No

5.2.1 If yes to any of the above, please explain if plant performance is affected when receiving any of these wastes.

6. Pretreatment

6.1 Did your facility experience operational problems, permit violations, biosolids quality concerns, or hazardous situations in the sewer system or treatment plant that were attributable to commercial or industrial discharges in the last year?

Yes

No

If yes, describe the situation and your community's response.

6.2 Did your facility accept hauled industrial wastes, landfill leachate, etc.?

Yes

Compliance Maintenance Annual Report

Burlington Water Pollution Control

Last Updated: Reporting For:
5/16/2016 **2015**

<p><input type="radio"/> No</p> <p>If yes, describe the types of wastes received and any procedures or other restrictions that were in place to protect the facility from the discharge of hauled industrial wastes.</p> <p>Landfill leachate, cleaning solution waste.</p>	
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Total Points Generated	0
Score (100 - Total Points Generated)	100
Section Grade	A

Compliance Maintenance Annual Report

Burlington Water Pollution Control

Last Updated: Reporting For:
5/16/2016 **2015**

Effluent Quality and Plant Performance (BOD/CBOD)

1. Effluent (C)BOD Results

1.1 Verify the following monthly average effluent values, exceedances, and points for BOD or CBOD

Outfall No. 001	Monthly Average Limit (mg/L)	90% of Permit Limit > 10 (mg/L)	Effluent Monthly Average (mg/L)	Months of Discharge with a Limit	Permit Limit Exceedance	90% Permit Limit Exceedance
January	30	27	5	1	0	0
February	30	27	4	1	0	0
March	30	27	4	1	0	0
April	30	27	5	1	0	0
May	30	27	4	1	0	0
June	30	27	3	1	0	0
July	30	27	6	1	0	0
August	30	27	6	1	0	0
September	30	27	5	1	0	0
October	30	27	6	1	0	0
November	30	27	5	1	0	0
December	30	27	5	1	0	0

* Equals limit if limit is <= 10

Months of discharge/yr	12		
Points per each exceedance with 12 months of discharge		7	3
Exceedances		0	0
Points		0	0
Total number of points			0

NOTE: For systems that discharge intermittently to state waters, the points per monthly exceedance for this section shall be based upon a multiplication factor of 12 months divided by the number of months of discharge. Example: For a wastewater facility discharging only 6 months of the year, the multiplication factor is 12/6 = 2.0

1.2 If any violations occurred, what action was taken to regain compliance?

2. Flow Meter Calibration

2.1 Was the effluent flow meter calibrated in the last year?

Yes Enter last calibration date (MM/DD/YYYY)

No

If No, please explain:

3. Treatment Problems

3.1 What problems, if any, were experienced over the last year that threatened treatment?

None.

4. Other Monitoring and Limits

4.1 At any time in the past year was there an exceedance of a permit limit for any other pollutants such as chlorides, pH, residual chlorine, fecal coliform, or metals?

Yes

No

If Yes, please explain:

Compliance Maintenance Annual Report

Burlington Water Pollution Control

Last Updated: Reporting For:
5/16/2016 **2015**

<p>4.2 At any time in the past year was there a failure of an effluent acute or chronic whole effluent toxicity (WET) test?</p> <p><input type="radio"/> Yes</p> <p><input checked="" type="radio"/> No</p> <p>If Yes, please explain:</p> <p>_____</p> <p>4.3 If the biomonitoring (WET) test did not pass, were steps taken to identify and/or reduce source(s) of toxicity?</p> <p><input type="radio"/> Yes</p> <p><input type="radio"/> No</p> <p><input checked="" type="radio"/> N/A</p> <p>Please explain unless not applicable:</p> <p>_____</p>

Total Points Generated	0
Score (100 - Total Points Generated)	100
Section Grade	A

Compliance Maintenance Annual Report

Burlington Water Pollution Control

Last Updated: Reporting For:
5/16/2016 **2015**

Effluent Quality and Plant Performance (Total Suspended Solids)

1. Effluent Total Suspended Solids Results

1.1 Verify the following monthly average effluent values, exceedances, and points for TSS:

Outfall No. 001	Monthly Average Limit (mg/L)	90% of Permit Limit >10 (mg/L)	Effluent Monthly Average (mg/L)	Months of Discharge with a Limit	Permit Limit Exceedance	90% Permit Limit Exceedance
January	30	27	5	1	0	0
February	30	27	8	1	0	0
March	30	27	7	1	0	0
April	30	27	7	1	0	0
May	30	27	5	1	0	0
June	30	27	4	1	0	0
July	30	27	4	1	0	0
August	30	27	4	1	0	0
September	30	27	5	1	0	0
October	30	27	5	1	0	0
November	30	27	6	1	0	0
December	30	27	7	1	0	0

* Equals limit if limit is <= 10

Months of Discharge/yr	12		
Points per each exceedance with 12 months of discharge:	7	3	
Exceedances	0	0	
Points	0	0	
Total Number of Points		0	

NOTE: For systems that discharge intermittently to state waters, the points per monthly exceedance for this section shall be based upon a multiplication factor of 12 months divided by the number of months of discharge.

Example: For a wastewater facility discharging only 6 months of the year, the multiplication factor is $12/6 = 2.0$

1.2 If any violations occurred, what action was taken to regain compliance?

Total Points Generated	0
Score (100 - Total Points Generated)	100
Section Grade	A

Compliance Maintenance Annual Report

Burlington Water Pollution Control

Last Updated: Reporting For:
5/16/2016 **2015**

Effluent Quality and Plant Performance (Ammonia - NH3)

1. Effluent Ammonia Results

1.1 Verify the following monthly and weekly average effluent values, exceedances and points for NH3

Outfall No. 001	Monthly Average NH3 Limit (mg/L)	Weekly Average NH3 Limit (mg/L)	Effluent Monthly Average NH3 (mg/L)	Monthly Permit Limit Exceedance	Effluent Weekly Average for Week 1	Effluent Weekly Average for Week 2	Effluent Weekly Average for Week 3	Effluent Weekly Average for Week 4	Weekly Permit Limit Exceedance
January									
February									
March									
April									
May									
June									
July									
August									
September									
October	13		.00333333	0					
November									
December									

0

Points per each exceedance of Monthly average:	10
Exceedances, Monthly:	0
Points:	0
Points per each exceedance of weekly average (when there is no monthly average):	2.5
Exceedances, Weekly:	0
Points:	0
Total Number of Points	0

NOTE: Limit exceedances are considered for monthly OR weekly averages but not both. When a monthly average limit exists it will be used to detect exceedances and generate points. This will be true even if a weekly limit also exists. When a weekly average limit exists and a monthly limit does not exist, the weekly limit will be used to detect exceedances and generate points.

1.2 If any violations occurred, what action was taken to regain compliance?

Total Points Generated	0
Score (100 - Total Points Generated)	100
Section Grade	A

Compliance Maintenance Annual Report

Burlington Water Pollution Control

Last Updated: Reporting For:
5/16/2016 **2015**

Effluent Quality and Plant Performance (Phosphorus)

1. Effluent Phosphorus Results

1.1 Verify the following monthly average effluent values, exceedances, and points for Phosphorus

Outfall No. 001	Monthly Average phosphorus Limit (mg/L)	Effluent Monthly Average phosphorus (mg/L)	Months of Discharge with a Limit	Permit Limit Exceedance
January	1	0.7	1	0
February	1	0.8	1	0
March	1	0.7	1	0
April	1	0.7	1	0
May	1	0.7	1	0
June	1	0.6	1	0
July	1	0.8	1	0
August	1	0.5	1	0
September	1	0.6	1	0
October	1	0.5	1	0
November	1	0.5	1	0
December	1	0.5	1	0
Months of Discharge/yr			12	
Points per each exceedance with 12 months of discharge:				10
Exceedances				0
Total Number of Points				0

0

NOTE: For systems that discharge intermittently to waters of the state, the points per monthly exceedance for this section shall be based upon a multiplication factor of 12 months divided by the number of months of discharge.

Example: For a wastewater facility discharging only 6 months of the year, the multiplication factor is $12/6 = 2.0$

1.2 If any violations occurred, what action was taken to regain compliance?

Total Points Generated	0
Score (100 - Total Points Generated)	100
Section Grade	A

Compliance Maintenance Annual Report

Burlington Water Pollution Control

Last Updated: Reporting For:
5/16/2016 **2015**

Biosolids Quality and Management

1. Biosolids Use/Disposal

1.1 How did you use or dispose of your biosolids? (Check all that apply)

- Land applied under your permit
- Publicly Distributed Exceptional Quality Biosolids
- Hauled to another permitted facility
- Landfilled
- Incinerated
- Other

NOTE: If you did not remove biosolids from your system, please describe your system type such as lagoons, reed beds, recirculating sand filters, etc.

1.1.1 If you checked Other, please describe:

2. Land Application Site

2.1 Last Year's Approved and Active Land Application Sites

2.1.1 How many acres did you have?

717 acres

2.1.2 How many acres did you use?

217 acres

2.2 If you did not have enough acres for your land application needs, what action was taken?

N/A

2.3 Did you overapply nitrogen on any of your approved land application sites you used last year?

Yes (30 points)

No

2.4 Have all the sites you used last year for land application been soil tested in the previous 4 years?

Yes

No (10 points)

N/A

3. Biosolids Metals

Number of biosolids outfalls in your WPDES permit:

3.1 For each outfall tested, verify the biosolids metal quality values for your facility during the last calendar year.

Outfall No. 004 - Liquid Sludge

Parameter	80% of Limit	H.Q. Limit	Ceiling Limit	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	80% Value	High Quality	Ceiling
Arsenic		41	75		4.7			6.1		3.1			3.9				0	0
Cadmium		39	85		2.7			1.9		2			1.8				0	0
Copper		1500	4300		810			750		940			950				0	0
Lead		300	840		43			40		52			50				0	0
Mercury		17	57		.69			1		1			.98				0	0
Molybdenum	60		75		21			19		22			20			0		0
Nickel	336		420		45			44		47			44			0		0
Selenium	80		100		4.8			3.6		6.9			5.3			0		0
Zinc		2800	7500		1000			870		1000			990				0	0

3.1.1 Number of times any of the metals exceeded the high quality limits OR 80% of the limit for molybdenum, nickel, or selenium = 0

Exceedence Points

0 (0 Points)

Compliance Maintenance Annual Report

Burlington Water Pollution Control

Last Updated: Reporting For:
5/16/2016 **2015**

- 1-2 (10 Points)
 - > 2 (15 Points)
- 3.1.2 If you exceeded the high quality limits, did you cumulatively track the metals loading at each land application site? (check applicable box)
- Yes
 - No (10 points)
 - N/A - Did not exceed limits or no HQ limit applies (0 points)
 - N/A - Did not land apply biosolids until limit was met (0 points)
- 3.1.3 Number of times any of the metals exceeded the ceiling limits = 0
Exceedence Points
- 0 (0 Points)
 - 1 (10 Points)
 - > 1 (15 Points)
- 3.1.4 Were biosolids land applied which exceeded the ceiling limit?
- Yes (20 Points)
 - No (0 Points)
- 3.1.5 If any metal limit (high quality or ceiling) was exceeded at any time, what action was taken? Has the source of the metals been identified?

0

4. Pathogen Control (per outfall):

4.1 Verify the following information. If any information is incorrect, Contact Us.

Outfall Number:	004
Biosolids Class:	B
Bacteria Type and Limit:	F
Sample Dates:	01/01/2015 - 12/31/2015
Density:	36,066
Sample Concentration Amount:	CFU/G TS
Requirement Met:	Yes
Land Applied:	Yes
Process:	
Process Description:	

Outfall Number:	004
Biosolids Class:	B
Bacteria Type and Limit:	F
Sample Dates:	01/01/2015 - 03/31/2015
Density:	36,066
Sample Concentration Amount:	CFU/G TS
Requirement Met:	Yes
Land Applied:	Yes
Process:	
Process Description:	

Compliance Maintenance Annual Report

Burlington Water Pollution Control

Last Updated: Reporting For:
5/16/2016 **2015**

Outfall Number:	004	
Biosolids Class:	B	
Bacteria Type and Limit:	F	
Sample Dates:	04/01/2015 - 06/30/2015	
Density:	9,243	
Sample Concentration Amount:	CFU/G TS	
Requirement Met:	Yes	
Land Applied:	Yes	
Process:		
Process Description:		
Outfall Number:	004	0
Biosolids Class:	B	
Bacteria Type and Limit:	F	
Sample Dates:	07/01/2015 - 09/30/2015	
Density:	3,357	
Sample Concentration Amount:	CFU/G TS	
Requirement Met:	Yes	
Land Applied:	Yes	
Process:		
Process Description:		
Outfall Number:	004	
Biosolids Class:	B	
Bacteria Type and Limit:	F	
Sample Dates:	10/01/2015 - 12/31/2015	
Density:	2,721	
Sample Concentration Amount:	CFU/G TS	
Requirement Met:	Yes	
Land Applied:	Yes	
Process:		
Process Description:		
<p>4.2 If exceeded Class B limit or did not meet the process criteria at the time of land application.</p> <p>4.2.1 Was the limit exceeded or the process criteria not met at the time of land application?</p> <p><input type="radio"/> Yes (40 Points)</p> <p><input checked="" type="radio"/> No</p> <p>If yes, what action was taken?</p> <div style="border: 1px solid black; height: 20px; width: 100%;"></div>		
<p>5. Vector Attraction Reduction (per outfall):</p> <p>5.1 Verify the following information. If any of the information is incorrect, Contact Us.</p>		

Compliance Maintenance Annual Report

Burlington Water Pollution Control

Last Updated: Reporting For:
5/16/2016 **2015**

Outfall Number:	004
Method Date:	03/31/2015
Option Used To Satisfy Requirement:	INJ
Requirement Met:	Yes
Land Applied:	Yes
Limit (if applicable):	
Results (if applicable):	

Outfall Number:	004
Method Date:	12/31/2015
Option Used To Satisfy Requirement:	INJ
Requirement Met:	Yes
Land Applied:	Yes
Limit (if applicable):	
Results (if applicable):	

Outfall Number:	004
Method Date:	06/30/2015
Option Used To Satisfy Requirement:	INJ
Requirement Met:	Yes
Land Applied:	Yes
Limit (if applicable):	
Results (if applicable):	

Outfall Number:	004
Method Date:	09/30/2015
Option Used To Satisfy Requirement:	INJ
Requirement Met:	Yes
Land Applied:	Yes
Limit (if applicable):	
Results (if applicable):	

Outfall Number:	004
Method Date:	12/31/2015
Option Used To Satisfy Requirement:	INJ
Requirement Met:	Yes
Land Applied:	Yes
Limit (if applicable):	
Results (if applicable):	

5.2 Was the limit exceeded or the process criteria not met at the time of land application?

Yes (40 Points)

No

If yes, what action was taken?

0

Compliance Maintenance Annual Report

Burlington Water Pollution Control

Last Updated: Reporting For:
5/16/2016 **2015**

<p>6.1 How many days of actual, current biosolids storage capacity did your wastewater treatment facility have either on-site or off-site?</p> <ul style="list-style-type: none"> <input checked="" type="radio"/> >= 180 days (0 Points) <input type="radio"/> 150 - 179 days (10 Points) <input type="radio"/> 120 - 149 days (20 Points) <input type="radio"/> 90 - 119 days (30 Points) <input type="radio"/> < 90 days (40 Points) <input type="radio"/> N/A (0 Points) <p>6.2 If you checked N/A above, explain why.</p> <div style="border: 1px solid black; height: 20px; width: 100%;"></div>	0
<p>7. Issues</p> <p>7.1 Describe any outstanding biosolids issues with treatment, use or overall management:</p> <div style="border: 1px solid black; padding: 2px;">None.</div>	

Total Points Generated	0
Score (100 - Total Points Generated)	100
Section Grade	A

Compliance Maintenance Annual Report

Burlington Water Pollution Control

Last Updated: Reporting For:

5/16/2016

2015

Staffing and Preventative Maintenance (All Treatment Plants)

<p>1. Plant Staffing</p> <p>1.1 Was your wastewater treatment plant adequately staffed last year?</p> <ul style="list-style-type: none"><input checked="" type="radio"/> Yes<input type="radio"/> No <p>If No, please explain:</p> <div style="border: 1px solid black; height: 20px; width: 100%;"></div> <p>Could use more help/staff for:</p> <div style="border: 1px solid black; height: 20px; width: 100%;"></div> <p>1.2 Did your wastewater staff have adequate time to properly operate and maintain the plant and fulfill all wastewater management tasks including recordkeeping?</p> <ul style="list-style-type: none"><input checked="" type="radio"/> Yes<input type="radio"/> No <p>If No, please explain:</p> <div style="border: 1px solid black; height: 20px; width: 100%;"></div>	
<p>2. Preventative Maintenance</p> <p>2.1 Did your plant have a documented AND implemented plan for preventative maintenance on major equipment items?</p> <ul style="list-style-type: none"><input checked="" type="radio"/> Yes (Continue with question 2)<input type="radio"/> No (40 points) <p>If No, please explain, then go to question 3:</p> <div style="border: 1px solid black; height: 20px; width: 100%;"></div> <p>2.2 Did this preventative maintenance program depict frequency of intervals, types of lubrication, and other tasks necessary for each piece of equipment?</p> <ul style="list-style-type: none"><input checked="" type="radio"/> Yes<input type="radio"/> No (10 points) <p>2.3 Were these preventative maintenance tasks, as well as major equipment repairs, recorded and filed so future maintenance problems can be assessed properly?</p> <ul style="list-style-type: none"><input checked="" type="radio"/> Yes<ul style="list-style-type: none"><input type="radio"/> Paper file system<input type="radio"/> Computer system<input checked="" type="radio"/> Both paper and computer system<input type="radio"/> No (10 points)	0
<p>3. O&M Manual</p> <p>3.1 Does your plant have a detailed O&M Manual that can be used as a reference when needed?</p> <ul style="list-style-type: none"><input checked="" type="radio"/> Yes<input type="radio"/> No	
<p>4. Overall Maintenance /Repairs</p> <p>4.1 Rate the overall maintenance of your wastewater plant.</p> <ul style="list-style-type: none"><input checked="" type="radio"/> Excellent<input type="radio"/> Very good<input type="radio"/> Good<input type="radio"/> Fair<input type="radio"/> Poor <p>Describe your rating:</p>	

Compliance Maintenance Annual Report

Burlington Water Pollution Control

Last Updated: Reporting For:
5/16/2016 **2015**

Detailed work orders are generated on a weekly basis for preventative maintenance to be performed on plant equipment. These work orders include daily, weekly, bi-weekly, monthly, quarterly, semi-annual and annual maintenance on all plant equipment (pumps, blowers, etc.).

Total Points Generated	0
Score (100 - Total Points Generated)	100
Section Grade	A

Compliance Maintenance Annual Report

Burlington Water Pollution Control

Last Updated: Reporting For:

5/16/2016

2015

Operator Certification and Education

1. Operator-In-Charge

1.1 Did you have a designated operator-in-charge during the report year?

- Yes (0 points)
- No (20 points)

Name: DONALD T HEFTY

Certification No: 35175

0

2. Certification Requirements

2.1 In accordance with Chapter NR 114.56 and 114.57, Wisconsin Administrative Code, what level and subclass(es) were required for the operator-in-charge (OIC) to operate the wastewater treatment plant and what level and subclass(es) were held by the operator-in-charge?

Sub Class	SubClass Description	WWTP	OIC		
		Advanced	OIT	Basic	Advanced
A1	Suspended Growth Processes	X			X
A2	Attached Growth Processes	X			X
A3	Recirculating Media Filters				
A4	Ponds, Lagoons and Natural				
A5	Anaerobic Treatment Of Liquid				
B	Solids Separation	X			X
C	Biological Solids/Sludges	X			X
P	Total Phosphorus	X			X
N	Total Nitrogen				
D	Disinfection	X			X
L	Laboratory	X			
U	Unique Treatment Systems				
SS	Sanitary Sewage Collection	X	NA	NA	NA

0

2.2 Was the operator-in-charge certified at the appropriate level and subclass(es) to operate this plant? (Note: Certification in subclass SS, N and A5 not required in 2015 - 2016; subclass SS is basic level only.)

- Yes (0 points)
- No (20 points)

3. Succession Planning

3.1 In the event of the loss of your designated operator-in-charge, did you have a contingency plan to ensure the continued proper operation and maintenance of the plant that includes one or more of the following options (check all that apply)?

- One or more additional certified operators on staff
- An arrangement with another certified operator
- An arrangement with another community with a certified operator
- An operator on staff who has an operator-in-training certificate for your plant and is expected to be certified within one year
- A consultant to serve as your certified operator
- None of the above (20 points)

If "None of the above" is selected, please explain:

0

4. Continuing Education Credits

4.1 If you had a designated operator-in-charge, was the operator-in-charge earning Continuing Education Credits at the following rates?

OIT and Basic Certification:

Compliance Maintenance Annual Report

Burlington Water Pollution Control

Last Updated: Reporting For:

5/16/2016

2015

<ul style="list-style-type: none">○ Averaging 6 or more CECs per year.○ Averaging less than 6 CECs per year. Advanced Certification: <ul style="list-style-type: none">● Averaging 8 or more CECs per year.○ Averaging less than 8 CECs per year.	
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Total Points Generated	0
Score (100 - Total Points Generated)	100
Section Grade	A

Compliance Maintenance Annual Report

Burlington Water Pollution Control

Last Updated: Reporting For:
5/16/2016 **2015**

Financial Management

<p>1. Provider of Financial Information</p> <p>Name: <input style="width: 80%;" type="text" value="Steve DeQuaker, Treasurer"/></p> <p>Telephone: <input style="width: 30%;" type="text" value="(262) 342-1170"/> (XXX) XXX-XXXX</p> <p>E-Mail Address (optional): <input style="width: 80%;" type="text" value="sdequaker@burlington-wi.gov"/></p>																									
<p>2. Treatment Works Operating Revenues</p> <p>2.1 Are User Charges or other revenues sufficient to cover O&M expenses for your wastewater treatment plant AND/OR collection system ?</p> <p><input checked="" type="radio"/> Yes (0 points)</p> <p><input type="radio"/> No (40 points)</p> <p>If No, please explain:</p> <div style="border: 1px solid black; height: 20px; width: 100%;"></div> <p>2.2 When was the User Charge System or other revenue source(s) last reviewed and/or revised?</p> <p>Year: <input style="width: 20%;" type="text" value="2015"/></p> <p><input checked="" type="radio"/> 0-2 years ago (0 points)</p> <p><input type="radio"/> 3 or more years ago (20 points)</p> <p><input type="radio"/> N/A (private facility)</p> <p>2.3 Did you have a special account (e.g., CWFP required segregated Replacement Fund, etc.) or financial resources available for repairing or replacing equipment for your wastewater treatment plant and/or collection system?</p> <p><input checked="" type="radio"/> Yes (0 points)</p> <p><input type="radio"/> No (40 points)</p>	0																								
<p>REPLACEMENT FUNDS [PUBLIC MUNICIPAL FACILITIES SHALL COMPLETE QUESTION 3]</p>																									
<p>3. Equipment Replacement Funds</p> <p>3.1 When was the Equipment Replacement Fund last reviewed and/or revised?</p> <p>Year: <input style="width: 20%;" type="text" value="2015"/></p> <p><input checked="" type="radio"/> 1-2 years ago (0 points)</p> <p><input type="radio"/> 3 or more years ago (20 points)</p> <p><input type="radio"/> N/A</p> <p>If N/A, please explain:</p> <div style="border: 1px solid black; height: 20px; width: 100%;"></div>																									
<p>3.2 Equipment Replacement Fund Activity</p> <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 60%;">3.2.1 Ending Balance Reported on Last Year's CMAR</td> <td style="width: 5%;"></td> <td style="width: 5%; text-align: right;">\$</td> <td style="width: 30%; text-align: right;"><input style="width: 90%;" type="text" value="311,350.07"/></td> </tr> <tr> <td>3.2.2 Adjustments - if necessary (e.g. earned interest, audit correction, withdrawal of excess funds, increase making up previous shortfall, etc.)</td> <td></td> <td style="text-align: right;">\$</td> <td style="text-align: right;"><input style="width: 90%;" type="text" value="0.00"/></td> </tr> <tr> <td>3.2.3 Adjusted January 1st Beginning Balance</td> <td></td> <td style="text-align: right;">\$</td> <td style="text-align: right;"><input style="width: 90%;" type="text" value="311,350.07"/></td> </tr> <tr> <td>3.2.4 Additions to Fund (e.g. portion of User Fee, earned interest, etc.)</td> <td style="text-align: center;">+</td> <td style="text-align: right;">\$</td> <td style="text-align: right;"><input style="width: 90%;" type="text" value="0.00"/></td> </tr> <tr> <td>3.2.5 Subtractions from Fund (e.g., equipment replacement, major repairs - use description box 3.2.6.1 below*)</td> <td style="text-align: center;">-</td> <td style="text-align: right;">\$</td> <td style="text-align: right;"><input style="width: 90%;" type="text" value="53,062.55"/></td> </tr> <tr> <td>3.2.6 Ending Balance as of December 31st for CMAR Reporting Year</td> <td></td> <td style="text-align: right;">\$</td> <td style="text-align: right;"><input style="width: 90%;" type="text" value="258,287.52"/></td> </tr> </table>	3.2.1 Ending Balance Reported on Last Year's CMAR		\$	<input style="width: 90%;" type="text" value="311,350.07"/>	3.2.2 Adjustments - if necessary (e.g. earned interest, audit correction, withdrawal of excess funds, increase making up previous shortfall, etc.)		\$	<input style="width: 90%;" type="text" value="0.00"/>	3.2.3 Adjusted January 1st Beginning Balance		\$	<input style="width: 90%;" type="text" value="311,350.07"/>	3.2.4 Additions to Fund (e.g. portion of User Fee, earned interest, etc.)	+	\$	<input style="width: 90%;" type="text" value="0.00"/>	3.2.5 Subtractions from Fund (e.g., equipment replacement, major repairs - use description box 3.2.6.1 below*)	-	\$	<input style="width: 90%;" type="text" value="53,062.55"/>	3.2.6 Ending Balance as of December 31st for CMAR Reporting Year		\$	<input style="width: 90%;" type="text" value="258,287.52"/>	
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Compliance Maintenance Annual Report

Burlington Water Pollution Control

Last Updated: Reporting For:
5/16/2016 **2015**

All Sources: This ending balance should include all Equipment Replacement Funds whether held in a bank account(s), certificate(s) of deposit, etc.

3.2.6.1 Indicate adjustments, equipment purchases, and/or major repairs from 3.2.5 above.

Replacement of lab equipment - sterilizer and drying oven. Replacement of waste gas flare.

3.3 What amount should be in your Replacement Fund? \$

Please note: If you had a CWFP loan, this amount was originally based on the Financial Assistance Agreement (FAA) and should be regularly updated as needed. Further calculation instructions and an example can be found by clicking the HELP link under Info in the left-side menu.

3.3.1 Is the December 31 Ending Balance in your Replacement Fund above, (#3.2.6) equal to, or greater than the amount that should be in it (#3.3)?

- Yes
- No

If No, please explain.

0

4. Future Planning

4.1 During the next ten years, will you be involved in formal planning for upgrading, rehabilitating, or new construction of your treatment facility or collection system?

- Yes - If Yes, please provide major project information, if not already listed below.
- No

Project #	Project Description	Estimated Cost	Approximate Construction Year
1	Phosphorous reduction project - contested case hearing	50000	2016
2	Phosphorous Treatment, if contested case hearing is lost.	5000000	2020
3	Waste Gas Flare Upgrades	50000	2015
4	Plant generator project	50000	2015

5. Financial Management General Comments

Total Points Generated	0
Score (100 - Total Points Generated)	100
Section Grade	A

Compliance Maintenance Annual Report

Burlington Water Pollution Control

Last Updated: Reporting For:
5/16/2016 2015

Sanitary Sewer Collection Systems

1. CMOM Program

1.1 Do you have a Capacity, Management, Operation & Maintenance (CMOM) requirement in your WPDES permit?

Yes

No

1.2 Did you have a documented (written records/files, computer files, video tapes, etc.) sanitary sewer collection system operation & maintenance (O&M) or CMOM program last calendar year?

Yes (Continue with question 1)

No (30 points) (Go to question 2)

1.3 Check the elements listed below that are included in your O&M or CMOM program.

Goals

Describe the specific goals you have for your collection system:

1. Clean 20% of the collection system with the Jet-Vac by November.
2. Subcontract for cleaning and televising of sewer main that runs through the swamp from County Hwy. W to Hwy 11 by July.
3. Perform maintenance repairs on select lift stations.
4. Optimize plant operations by reducing power consumption by 10% by the end of the year.

Organization

Do you have the following written organizational elements (check only those that apply)?

Ownership and governing body description

Organizational chart

Personnel and position descriptions

Internal communication procedures

Public information and education program

Legal Authority

Do you have the legal authority for the following (check only those that apply)?

Sewer use ordinance Last Revised Date (MM/DD/YYYY)

Pretreatment/industrial control Programs

Fat, oil and grease control

Illicit discharges (commercial, industrial)

Private property clear water (sump pumps, roof or foundation drains, etc.)

Private lateral inspections/repairs

Service and management agreements

Maintenance Activities (provide details in question 2)

Design and Performance Provisions

How do you ensure that your sewer system is designed and constructed properly?

State plumbing code

DNR NR 110 standards

Local municipal code requirements

Construction, inspection, and testing

Others:

Overflow Emergency Response Plan:

Does your emergency response capability include (check only those that apply)?

Alarm system and routine testing

Emergency equipment

Emergency procedures

Communications/notifications (DNR, internal, public, media, etc.)

Compliance Maintenance Annual Report

Burlington Water Pollution Control

Last Updated: Reporting For:
5/16/2016 2015

Capacity Assurance:

How well do you know your sewer system? Do you have the following?

- Current and up-to-date sewer map
- Sewer system plans and specifications
- Manhole location map
- Lift station pump and wet well capacity information
- Lift station O&M manuals

Within your sewer system have you identified the following?

- Areas with flat sewers
- Areas with surcharging
- Areas with bottlenecks or constrictions
- Areas with chronic basement backups or SSOs
- Areas with excess debris, solids, or grease accumulation
- Areas with heavy root growth
- Areas with excessive infiltration/inflow (I/I)
- Sewers with severe defects that affect flow capacity
- Adequacy of capacity for new connections
- Lift station capacity and/or pumping problems
- Annual Self-Auditing of your O&M/CMOM Program to ensure above components are being implemented, evaluated, and re-prioritized as needed
- Special Studies Last Year (check only those that apply):
 - Infiltration/Inflow (I/I) Analysis
 - Sewer System Evaluation Survey (SSES)
 - Sewer Evaluation and Capacity Management Plan (SECAP)
 - Lift Station Evaluation Report
 - Others:

0

2. Operation and Maintenance

2.1 Did your sanitary sewer collection system maintenance program include the following maintenance activities? Complete all that apply and indicate the amount maintained.

Cleaning	<input type="text" value="30"/>	% of system/year
Root removal	<input type="text" value="5"/>	% of system/year
Flow monitoring	<input type="text" value="5"/>	% of system/year
Smoke testing	<input type="text" value="0"/>	% of system/year
Sewer line televising	<input type="text" value="10"/>	% of system/year
Manhole inspections	<input type="text" value="25"/>	% of system/year
Lift station O&M	<input type="text" value="52"/>	# per L.S./year
Manhole rehabilitation	<input type="text" value="2"/>	% of manholes rehabbed
Mainline rehabilitation	<input type="text" value="3"/>	% of sewer lines rehabbed
Private sewer inspections	<input type="text" value="0"/>	% of system/year
Private sewer I/I removal	<input type="text" value="1"/>	% of private services

Please include additional comments about your sanitary sewer collection system below:

Compliance Maintenance Annual Report

Burlington Water Pollution Control

Last Updated: Reporting For:
5/16/2016 **2015**

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3. Performance Indicators

3.1 Provide the following collection system and flow information for the past year.

39.529	Total actual amount of precipitation last year in inches
33.74	Annual average precipitation (for your location)
52.45	Miles of sanitary sewer
9	Number of lift stations
0	Number of lift station failures
0	Number of sewer pipe failures
4	Number of basement backup occurrences
11	Number of complaints
2.519	Average daily flow in MGD (if available)
3.171	Peak monthly flow in MGD (if available)
	Peak hourly flow in MGD (if available)

3.2 Performance ratios for the past year:

0.00	Lift station failures (failures/year)
0.00	Sewer pipe failures (pipe failures/sewer mile/yr)
0.00	Sanitary sewer overflows (number/sewer mile/yr)
0.08	Basement backups (number/sewer mile)
0.21	Complaints (number/sewer mile)
1.3	Peaking factor ratio (Peak Monthly:Annual Daily Avg)
0.0	Peaking factor ratio (Peak Hourly:Annual Daily Avg)

4. Overflows

LIST OF SANITARY SEWER (SSO) AND TREATMENT FACILITY (TFO) OFERFLOWS REPORTED **			
Date	Location	Cause	Estimated Volume (MG)
None reported			

** If there were any SSOs or TFOs that are not listed above, please contact the DNR and stop work on this section until corrected.

5. Infiltration / Inflow (I/I)

5.1 Was infiltration/inflow (I/I) significant in your community last year?

- Yes
- No

If Yes, please describe:

--

5.2 Has infiltration/inflow and resultant high flows affected performance or created problems in your collection system, lift stations, or treatment plant at any time in the past year?

- Yes
- No

If Yes, please describe:

--

5.3 Explain any infiltration/inflow (I/I) changes this year from previous years:

Compliance Maintenance Annual Report

Burlington Water Pollution Control

Last Updated: Reporting For:

5/16/2016

2015

None.

5.4 What is being done to address infiltration/inflow in your collection system?

Sanitary sewers are televised on an annual basis. Repairs and/or upgrades are made to address any problem areas.

Total Points Generated	0
Score (100 - Total Points Generated)	100
Section Grade	A

Compliance Maintenance Annual Report

Burlington Water Pollution Control

Last Updated: Reporting For:
5/16/2016 **2015**

Grading Summary

WPDES No: 0022926

SECTIONS	LETTER GRADE	GRADE POINTS	WEIGHTING FACTORS	SECTION POINTS
Influent	A	4	3	12
BOD/CBOD	A	4	10	40
TSS	A	4	5	20
Ammonia	A	4	5	20
Phosphorus	A	4	3	12
Biosolids	A	4	5	20
Staffing/PM	A	4	1	4
OpCert	A	4	1	4
Financial	A	4	1	4
Collection	A	4	3	12
TOTALS			37	148
GRADE POINT AVERAGE (GPA) = 4.00				

Notes:

- A = Voluntary Range (Response Optional)
- B = Voluntary Range (Response Optional)
- C = Recommendation Range (Response Required)
- D = Action Range (Response Required)
- F = Action Range (Response Required)

Compliance Maintenance Annual Report

Burlington Water Pollution Control

Last Updated: Reporting For:

5/16/2016

2015

Resolution or Owner's Statement

Name of Governing

Body or Owner:

City of Burlington Common Council

Date of Resolution or

Action Taken:

Resolution Number:

Date of Submittal:

ACTIONS SET FORTH BY THE GOVERNING BODY OR OWNER RELATING TO SPECIFIC CMAR SECTIONS (Optional for grade A or B. Required for grade C, D, or F):

Influent Flow and Loadings: Grade = A

Effluent Quality: BOD: Grade = A

Effluent Quality: TSS: Grade = A

Effluent Quality: Ammonia: Grade = A

Effluent Quality: Phosphorus: Grade = A

Biosolids Quality and Management: Grade = A

Staffing: Grade = A

Operator Certification: Grade = A

Financial Management: Grade = A

Collection Systems: Grade = A

(Regardless of grade, response required for Collection Systems if SSOs were reported)

ACTIONS SET FORTH BY THE GOVERNING BODY OR OWNER RELATING TO THE OVERALL GRADE POINT AVERAGE AND ANY GENERAL COMMENTS

(Optional for G.P.A. greater than or equal to 3.00, required for G.P.A. less than 3.00)

G.P.A. = 4.00



DATE: June 21, 2016

SUBJECT: MOTION 16-840 to consider approving the 2016 Fireworks Agreement for July 4, 2016 with Five Star Fireworks Co.

SUBMITTED BY: Carina Walters, City Administrator

BACKGROUND/HISTORY:

Presented at the June 7, 2016 Committee was Five Star's 2016 Fireworks Agreement for this year's 4th of July fireworks to be displayed on the ChocolateFest grounds located at 681 Maryland Avenue. Five Star Fireworks, Co. has provided fireworks for the 4th of July in the City of Burlington since 2014 with great success and popularity.

In 2014, staff requested proposals to conduct the July 4th firework show from four firework companies, which were: J&M Displays, Five Star Fireworks Co., Krueger Pyrotechnics & Firework Display, and Bartolotta Fireworks Company, Inc. After discussion with the companies and review of the proposals, staff recommended and Council approved contracting with 5-Star Fireworks in the amount of \$10,000. The contract has continued to be renewed each year.

For your convenience, attached to the cover sheet is the itemized quote from 5-Star Fireworks, as well as the agreement for services on July 4, 2016.

BUDGET/FISCAL IMPACT:

The amount of the Agreement is \$10,000. A down payment of \$3,000 shall be made upon signing of the Agreement. The remaining amount is due 30 days after the display. Payment is made through the Festivals Account within the General Fund.

RECOMMENDATION:

Staff recommends approving the agreement.

TIMING/IMPLEMENTATION:

This item was discussed at the June 7th, 2016 Committee of the Whole meeting and is scheduled for the tonight's Common Council meeting for final consideration.

ATTACHMENTS:

Five Star Fireworks 2016 Fire Display Agreement and itemized quote

FIVE STAR FIREWORKS, CO.

Mystic Fireworks, Inc., d/b/a Five Star Fireworks

P. O. Box 143

Oconomowoc, WI 53066-0143

Telephone (262)569-7820; Cell (262)490-4164

www.fivestarfirerworks.com

THIS AGREEMENT is made this 12th day of May, 2016, between:

Mystic Fireworks Inc. d/b/a

FIVE STAR FIREWORKS

- and -

CUSTOMER, City of Burlington, 300 N. Pine St., Burlington, WI 53105

Customer agrees to engage Mystic Fireworks, Inc. d/b/a Five Star Fireworks, ("Five Star") to shoot a fireworks show ("Show") on July 4, 2016.

Customer agrees to pay Five Star the total price \$10,000.00, subject to modification for changes, for the labor, shooting and furnishing of fireworks for the Show referenced above.

A down payment of \$3,000.00 shall be made upon the signing of this Agreement. The remaining amount is due 30 days after the display.

Five Star and the Customer agree as follows:

FIREWORKS EXHIBITION TERMS AND CONDITIONS

1. **Parties.** This contract engages the services of Five Star to produce and perform pyrotechnic displays over a one-year period for the Customer as referenced above.

2. **Product.** Five Star agrees to furnish to Customer a fireworks display Show containing the fireworks indicated on the attached Exhibit "A" which is a list of the purchased fireworks to be used for the Show.

3. **Supply.** In the event any of the fireworks listed in Exhibit "A" should not be available through no fault of Five Star, Five Star reserves the right to substitute said fireworks with comparable fireworks without further notice. Any said substitutions will be of equal or greater value to Customer and will not affect the "look" or "feel" of the Show.

4. **Date.** The date of the Show shall be for July 4, 2016.

5. **Weather.** In case of inclement weather, the displays will be rescheduled for the following day or on such other day and time as mutually agreed. In the event inclement weather forces the cancellation of the Show and said Show is not rescheduled, Customer shall pay a restocking charge of 15% of the cost of the Show.

6. **Financing/Sponsorship.** Should a Customer lose funding for the Show or a sponsor of the Show withdraws funds, the Customer must give written notice of same to Five Star indicating what amount of funds were lost and what is the new budget for the Show. Notice must be received before the end of May of the year the Show is to be produced. The Customer will have the following options:

- a. **Cancellation.** If the funds available for the Show are less than the amount necessary to conduct a reasonable Show, then the contract for that year may be canceled. If the Customer has additional years remaining on its contract, then the Customer must make all reasonable efforts to secure financing for the remaining Shows. Cancellation of the contract due to lack of funds does not free Customer of the terms of this Contract or allow Customer to search out other fireworks companies to shoot the Show.
- b. **Reorganization.** After informing Five Star of the loss of funds, Customer can arrange with Five Star a reorganization the Show given the new amounts available. If notice is received less than thirty (30) days prior to the Show, any cancellation or change will be disallowed. Five Star reserves the right to refuse cancellation or reorganization of the Show based on its own judgment of the facts in any given situation.

7. **Personnel.** Five Star shall provide qualified personnel who will handle the delivery, set-up and execution of the display fireworks, as well as appropriate clean-up of the display area. Said personnel are under the direct control and supervision of Five Star. Any changes in the Show or information regarding the Show on the date of the Show must be referred to the site supervisor.

8. **Safety.** Five Star shall take all safety precautions with respect to the Show, shall comply with all safety measures required by the Contract, and with all applicable laws, ordinances, rules, regulations and lawful orders of any public authority for the safety of persons or property at the Show. The following provisions are also necessary for the safety of the Show:

- a. **Area.** Customer shall provide Five Star with sufficient area to shoot said Show in a safe and reasonable manner in accordance with NFPA guidelines and standards.
- b. **Police and Fire.** Customer shall provide all necessary police and fire personnel, as well as any other appropriate protection necessary. This includes, but is not limited to contact with the police and fire departments in the area, providing private security as necessary, providing access to fire suppression equipment and water, and any other necessary safety personnel or equipment.
- c. **After-Show Inspection and Clean-Up.** Five Star will, to the best of its ability, conduct a search of the grounds after the Show, in an effort to dispose of any unexploded shells and for a general clean-up of the area. The extent of this inspection and clean-up may be affected by other commitments, inclement weather, or other unforeseeable circumstances, including, but not limited to; fire, lighting, rain, snow, or any other factors that hamper its after-show inspection and clean-up.
- d. **Morning Search.** Customer explicitly acknowledges and accepts responsibility to conduct a search of the grounds and surrounding area the morning after the Show. Customer acknowledges that this search is of critical importance. If any unexploded or defective fireworks are found that were missed during Five Star's inspection the previous evening, Customer shall notify Five Star immediately for further instructions concerning proper disposal.

9. **Hold Harmless.** To save harmless Five Star and all other workers or subcontractors from any and all losses or damage (including, without limiting the generality of the foregoing, legal fees and disbursements paid or incurred by Five Star to enforce the provisions of this Contract) occasioned by

the failure of the Customer to carry out the provisions of this Contract unless such failure results from causes beyond the control of the Customer.

10. **Non-Assignment.** Not to assign or sub-let this Contract, or any part thereof, and not to assign any money due or to become due hereunder without first obtaining the written consent of the Customer hereto.

11. **Compliance.** To comply with all federal and state laws, codes, and regulations and all municipal ordinances and regulations effective where the work under this Contract is to be performed.

12. **Permits.** The customer will be responsible for obtaining all necessary permits for the Show. Failure to obtain permits may result in cancellation of the Show.

13. **Entire Agreement.** This Agreement constitutes the entire Contract of the parties. It is expressly agreed that no statement, arrangement, warranty, or understanding, oral or written, express or implied, will be recognized unless it is stated in, or otherwise permitted by, this Agreement. Customer warrants that the person executing this Agreement, and any subsequent change orders, has legal authority to do so. Customer acknowledges review and approval of the entire Agreement before execution. This Agreement is not assignable by either party without the other's consent.

14. **Debt or Obligations.** Each party shall be responsible for its separate debts and obligations.

15. **Payment.** The cost of each display shall be \$10,000.00, and the cost of \$2,000,000.00 liability insurance shall be included, for a total amount due of \$10,000.00, plus sales tax, if applicable. At the time of the signing of this Contract, the Customer shall pay a deposit in the amount of \$3,000.00. The remaining balance shall be due and payable 30 days after the evening of the Show. A 5% financing charge shall be applied per month until the receipt by Five Star of any unpaid balance.

16. **Indemnification.** Five Star shall indemnify Customer against all liability to any person for or by reason of any condition, whether defective or otherwise, of any fireworks, apparatus, equipment, or fixtures furnished by Five Star in connection with the Show, and against all liability to any person for or by reason of any act of omission of Five Star or any of its agents or employees.

17. **Severability.** The invalidity of any part of this Agreement shall not be deemed to affect the validity of any other part. In the event that any provision of this Agreement is held to be invalid, the parties agree that the remaining provisions shall be deemed to be in full force and effect as if they had been executed by both parties subsequent to the expungement of the invalid provisions.

18. **Access.** Customer agrees to maintain access for Five Star to the display area, to keep the site free from obstructions, and to obtain permission for Five Star to gain access through any property as necessary to facilitate the shooting of the Show. Customer shall be solely responsible for all risk, shall hold Five Star harmless and free of liability, and shall compensate for any damage or costs arising out of such access or the failure to maintain access.

19. **Protection of Customer's Property and Site.** Customer agrees to remove or protect any personal property inside and outside the display area. Five Star shall take reasonable efforts to avoid damage to existing property, and in such event, shall not be responsible for damage to the Customer's property or any other property in the area where the Show was shot, including existing walks, driveways, telephone or electric lines, lawn, shrubs, trees, homes or other property whether caused in whole or in part by Five Star, its employees or subcontractors, or their suppliers in the performance of the Show or in the delivery of materials to the display site.

20. **Insurance.** Five Star shall maintain workers compensation and general liability insurance (in an amount of \$2,000,000.00), as necessary, either through itself or its parent company, Five Star Fireworks, Corp. Customer, as appropriate, shall maintain homeowners insurance covering all physical loss to any structure or buildings near the display area, and expressly including, but not be limited to; coverage for multiple perils, collapse, fire, weather damage, theft, vandalism and malicious mischief, naming Five Star as additional insured. Customer assumes all risk of loss during the Show, save for what is covered under the policies held by Five Star on its behalf. It is the Customer's responsibility to contact their insurance agent and inform them of the necessary required coverage or assume any loss not covered by their insurance carrier.

21. **Alternative Dispute Resolution.** In the event that either party requests, in writing, that a dispute relating in any way to this Agreement be resolved by mediation, the other party to this contract *must* proceed to mediate the dispute prior to filing a lawsuit. In the event mediation is requested, the mediation shall be conducted by the Mediation Service of the Metropolitan Builders Association of Greater Milwaukee or any other mediator or group that the parties can mutually agree to. Disputes that are subject to mandatory mediation include, but are not limited to contractual disputes and disputes directly relating to the Show or to the provision of services and/or materials for the Show. The parties agree, in the event the dispute proceeds to mediation, that they will make a good faith effort to resolve their dispute(s) through the mediation process and that they will abide by the MBA Mediation Service policies and procedures.

22. **Waiver.** Customer's commencement of litigation against Five Star for breach of contract or other dispute(s) prior to providing the notice required above, shall be deemed a waiver of any and all claims Customer may have had against Five Star for breach of contract or other dispute(s).

23. **Acceptance.** In executing this Agreement, Customer represents that Customer has the necessary financial resources to fulfill its obligations under this Agreement and has the legal authority to execute this Agreement.

By signing this Agreement, Customer represents and warrants that: (1) they have the authority to execute this Agreement for the Show; and (2) they have reviewed and approved the Agreement and the attached Exhibit "A." This Agreement shall become binding on Five Star and Customer upon signing below.

Submitted by Five Star:

By: _____ Date: 3-31-15
Tim Heinecke, President

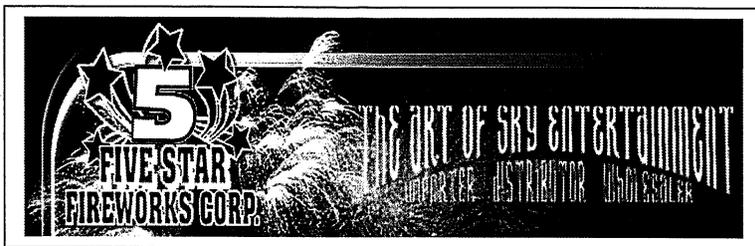
The undersigned Customer certifies that he/she has carefully read this entire Agreement before signing below and acknowledges receipt of a copy of the entire Agreement at the time of signing.

Accepted by Customer:

By: _____ Date: _____

Accepted by Five Star:

By: _____ Date: _____
Tim Heinecke, President



PREPARED FOR

City of Burlington

Friday July 4, 2016

GRAND OPENING TO MAIN EVENT

250 1 ¼ INCH BROCADE COCONUT TO TIME RAIN WITH REPORT

MAIN EVENT

- 12 THREE INCH FLASH SALUTES
Salutes will be used to signal the open of your show
and will continue throughout the program.
- 75 THREE INCH CROWN PYRO COLOR DISPLAY SHELLS
63 THREE INCH DELUXE AN-PING DISPLAY SHELLS
65 THREE INCH DANCING DRAGON DISPLAY SHELLS

215 Total Three Inch Shells

Three inch display shells include: Colored Diadems, Crossett's, Tiger Tails, Sneaking Peony's, and Bright Stars to name a few.

- 36 FOUR INCH DANCING DRAGON DISPLAY SHELLS
36 FOUR INCH LIDU DISPLAY SHELLS WITH TAILS
36 FOUR INCH SPECIALTY YUNG FENG DISPLAY SHELLS
72 FOUR INCH FLOWER KING DISPLAY SHELLS WITH TAILS

180 Total Four Inch Shells

Four inch display shells include: Multi-Colored Crossett's, Shimmering Peony's, Bright Kamuros, Glowing Comets, and many more.

- 20 FIVE INCH CROWN PYRO DISPLAY SHELLS
- 20 FIVE INCH SPECIALTY YUNG FENG DISPLAY SHELLS
- 20 FIVE INCH DANCING DRAGON DISPLAY SHELLS

Five inch display shells include: Falling Leaves, Colored Diadems, Falling Willows, Giant Peony's, Bright Stars, and a wide variety of other effects.

- 20 FIVE INCH AN-PING MULTI-BREAKING DISPLAY SHELLS
ALL SHELLS ARE TWO FULL SIZE BREAKS

80 Total Five Inch Shells

- 18 SIX INCH MANTSUNA DISPLAY SHELLS

**** Highest quality shell imported from China. All Shells have multiple breaks, colors, patterns, and shapes.****
(BEST SELLER FOR 2 YEARS IN A ROW)

18 Total Six Inch Shells

FINALE

- 150 1 ½ INCH WHITE STROBE TO VARIGATED PISTOLS
- 100 TWO INCH TITIANUM SALUTES WITH REPORT
- 300 1 ½ INCH MIXED TAILS TO CRACKELING FLOWERS
- 60 THREE INCH DANCING FINALE COLOR SHELLS WITH TAILS
- 60 THREE INCH SILVER CROWN FINALE SHELLS
- 60 THREE INCH DANCING FINALE COLOR SHELLS AND SALUTES
- 60 THREE INCH CROWN PYRO CANOPY SHELLS WITH FLASH
- 20 FIVE INCH DANCING NISHI KAMURO FINALE SHELLS

The conclusion of your show will consist of more than 800 shells to end the show on an extremely dramatic note!





SPECIAL EFFECTS

- 225 1 ½ INCH MIXED PEONY AND SUPER PEONY
- 200 1 ½ BROCADE COCONUT TO TIME RAIN
- 180 1 ½ INCH CRACKELING TAIL TO CRACKLE WILLOW
- 110 1 ¾ INCH RED, WHITE, AND BLUE SHOOTING STARS
- 225 1 ½ INCH GOLDEN DAHLAIS WITH ASSORTED TAILS
- 200 1 ½ INCH DRAGON EGGES TO WHISTLE REPORT

Special effects will be presented as 6 dramatic segments throughout your show!!!

The length of this show will be 22-25 minutes duration.
Program Exhibit "A"

Display Budget \$10,000.00
(Plus Sales Tax)



DATE: June 21, 2016

SUBJECT: **MOTION 16-842** to consider allowing yard/rummage sale signs in the right-of-way during the city-wide Yard Sale July 29-30.

SUBMITTED BY: Megan Watkins, Director of Administrative Services

BACKGROUND/HISTORY:

Over the last five years, the Chamber of Commerce has hosted a city-wide yard sale in conjunction with Maxwell Street Days from Friday, July 29 through Saturday, July 30. Per chapter 254-4D of the Municipal Code, yard/rummage sale signs are not permitted in the right-of-way, the area typically between the street and the sidewalk. Likewise, per state statute 346.41(2), signs are not permitted on traffic control signs.

The 2015 city-wide yard sale was very successful with participants; however, several signs were placed in the right-of-way and ultimately removed by city staff due to the violation of ordinance. Many residents were upset by the removal and requested a different practice as they felt they lost sales.

Staff seeks to allow yard/rummage sale signs in the right-of-way for this event **only** from July 29-30 to help provide for a successful event for residents and visitors, while alleviating staff from monitoring signage. This would not authorize signs on traffic control signs as that is a state law. All other regulations for signage such as size, when to remove and information on the sign would remain as indicated in Chapter 254-4D.

It should be noted that allowing signs in the right-of-way year round is not suggested, as it could become a visual hazard.

BUDGET/FISCAL IMPACT:

Allowing signs in the right-of-way for the two day event will alleviate staff hours from removing signs. Although staff time would not increase or decrease cost to the city, time spent removing signs could be allocated to necessary city services.

RECOMMENDATION:

Staff recommends allowing yard/rummage sale signs in the right-of-way during the city-wide yard sale on July 29 and 30 only.

TIMING/IMPLEMENTATION:

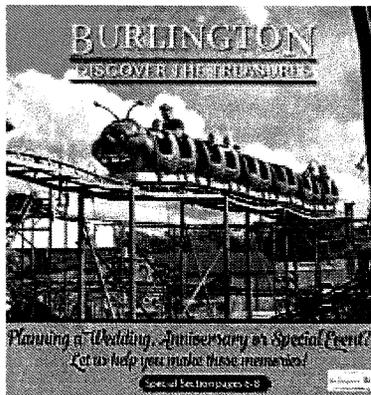
This item was discussed at the June 7, 2016 Committee of the Whole meeting and is scheduled for tonight's Common Council meeting for final consideration.

ATTACHMENTS:

Chapter 254-4D



Discover the Treasures Issue



(http://www.burlingtonchamber.org/sites/default/files/magazines//Burlington%20Treasures_May2016_WEB.pdf)

Burlington Area Calendar of Events

[Back to calendar \(/all-events/2016-07\)](#)

Maxwell Street Days - Sidewalk Sales - Yard Sales!

Repeats every day 1 times. Also includes Sat Jul 30 2016.

07/29/2016 -

9:00am to 5:00pm

Friday July 29th & Saturday July 30th

Sidewalk Sales throughout Burlington!

Vendors will be also located in Wehmhoff Square ~ by the Burlington Public Library!

Ice Cream Social at the Pioneer Cabin!

♪♪ Music in downtown Burlington and Wehmhoff Square! ♪♪

Community Wide Yard Sales!

For more information, please call the Burlington Area Chamber of Commerce at 262-763-6044

Chapter 254. Sales

§ 254-4. Rummage sales.

[Added 2-2-1993 by Ord. No. 1411(21); amended 4-7-1993 by Ord. No. 1425(44); 6-2-1998 by Ord. No. 1586(5)]

A. Definitions. As used in this section, the following terms shall have the meanings indicated:

PERSONAL PROPERTY

Property which is owned, utilized and maintained and acquired in the normal course of living in or maintaining a residence. It does not include merchandise which was purchased for resale or obtained on consignment.

RUMMAGE SALE

Includes all general sales, open to the public, conducted from or on a residential premises, as defined by Chapter 315, Zoning, of the Municipal Code, for the purpose of disposing of personal property, including but not limited to all sales titled "rummage," "lawn," "yard," "porch," "room," "backyard," "patio" or "garage" sale.

- B. Property permitted to be sold. It shall be unlawful for any person to sell or offer for sale at a rummage sale property other than personal property.
- C. Hours and place of operation. Rummage sales shall be conducted only between the hours of 7:00 a.m. and 7:00 p.m. No more than three rummage sales in one calendar year may be conducted from any premises. Each sale may last no longer than three consecutive days and must be conducted on the seller's property.
- D. Signs. "Rummage Sale," "Garage Sale" or similar signs shall be permitted to advertise the rummage sale. There shall not be more than one such sign per lot, except that on a corner lot two signs are allowed, one facing each street. A sign shall not exceed 12 square feet in area and shall be located not less than eight feet from the nearest lot line. Said signs may be placed only upon the property of the residence where the sale is being held or upon other residential property with permission of the owner or other person in charge of such, at the time of sale. No signs shall be placed within the area of any public lands or right-of-way. Any sign must contain the following information:
- (1) The name and address of the person holding the rummage sale.
 - (2) The dates of the sale.
 - (3) The location of the sale.
- E. Removal of signs. All signs, no matter where placed, must be removed within 24 hours of the close of the rummage sale.
- F. Penalty. Any person who violates or fails to comply with any provision of this section shall, on the first offense, be issued a warning. Upon conviction of a second offense thereof, a person shall be subject to the penalties set forth in Chapter 1, § 1-4, of this Municipal Code.