



## CITY OF BURLINGTON

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

# AGENDA COMMON COUNCIL

Tuesday, October 17, 2017

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

Mayor Jeannie Hefty  
Susan Kott, Alderman, 1st District  
Edward Johnson, Alderman, 1st District  
Bob Grandi, Alderman, 2nd District  
Ruth Dawidziak, Alderman, 2nd District  
Tom Vos, Alderman, 3rd District  
Jon Schultz, Council President, Alderman, 3rd District  
Thomas Preusker, Alderman, 4th District  
Todd Bauman, Alderman, 4th District

1. **Call to Order / Roll Call**
2. **Pledge of Allegiance**
3. **Citizen Comments**
4. **Chamber of Commerce Representative and Rescue Squad Representative**
5. **Approval of Minutes** (*E. Johnson*)
  - A. Approval of the Common Council Minutes from the September 27, 2017 and October 3, 2017 meetings.
6. **Letters and Communications** - There are none
7. **Reports by Aldermanic Representatives and Department Heads**
8. **Reports** (*B. Grandi*)

- A. **Approval of Reports 1-4:**
  - 1. Historic Preservation Commission Minutes, 8/24/2017
  - 2. Plan Commission Minutes, 9/12/2017
  - 3. Police & Fire Commission Minutes, 10/3/2017
  - 4. Committee of the Whole Minutes, 10/3/2017
  
- 9. **Payment of Prepaids and Vouchers** *(R. Dawidziak)*
  - A. Approval of Prepaid and Voucher for bills accrued through October 17, 2017:
 

Total Prepaid:	\$207,609.49
Total Vouchers:	\$172,783.49
<b>Grand Total:</b>	<b>\$380,392.98</b>
  
- 10. **Licenses and Permits** *(T. Vos)*
  - A. Approval of Licenses and Permits
  
- 11. **Appointments and Nominations** - There are none
  
- 12. **PUBLIC HEARINGS:** There are none.
  
- 13. **RESOLUTIONS:**
  - A. **Resolution 4865(23)** - Resolution Providing for the Sale of Approximately \$1,495,000 General Obligation Promissory Notes. *(J. Schultz)*
  
  - B. **Resolution 4867(25)** - to reject all bids for the Lewis Street Wall Project. *(T. Preusker)*
  
- 14. **ORDINANCES:** There are none.
  
- 15. **MOTIONS:**
  - A. **Motion 17-883** - Approval of a Stipulation Agreement and acceptance of the revised permit with the Wisconsin Department of Natural Resources. *(T. Bauman)*
  
  - B. **Motion 17-884** - to approve an Amended Contract for Joint Dispatch Services between Racine County the Village of Caledonia, Village of Mount Pleasant, Village of Sturtevant and the City of Burlington. *(S. Kott)*
  
- 16. **ADJOURNMENT** *(E. Johnson)*

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



**COMMON COUNCIL REGULAR**

**ITEM NUMBER 5A**

---

**DATE:** October 17, 2017

**SUBJECT:** Common Council Minutes for September 27, 2017 and October 3, 2017

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

---

**BACKGROUND/HISTORY:**

The attached minutes are from the September 27, 2017 Special Common Council meeting and the October 3, 2017 regular Common Council meeting.

**BUDGET/FISCAL IMPACT:**

N/A

**RECOMMENDATION:**

Staff recommends approval of the attached minutes from the September 27, 2017 and October 3, 2017 Common Council meetings.

**TIMING/IMPLEMENTATION:**

This item is scheduled for final consideration at the October 17, 2017 Common Council meeting.

---

**Attachments**

Special CC Minutes

CC Minutes

---



City Clerk  
300 N. Pine Street, Burlington, WI, 53105  
(262) 342-1161 - (262) 763-3474 fax  
[www.burlington-wi.gov](http://www.burlington-wi.gov)

**CITY OF BURLINGTON**  
**Common Council Minutes**  
**Jeannie Hefty, Mayor**  
**Diahnn Halbach, City Clerk**  
**Wednesday, September 27, 2017**

1. **CALL TO ORDER / ROLL CALL**

Mayor Jeannie Hefty called the Special Meeting of the Common Council to Order on Wednesday, September 27, 2017 at 6:06 p.m., starting with a call of the roll. Roll Call: Present - Kott, Johnson, Grandi, Dawidziak, Vos, Schultz, Preusker and Bauman. Excused: None.

Also present: City Administrator Carina Walters, City Attorney John Bjelajac, Fire Chief Alan Babe, Police Chief Mark Anderson, Finance Director Steve DeQuaker, and Attorney Kyle Guyla.

2. **DISCUSSION**

**A. Discussion regarding Consolidated Dispatch**

Mayor Hefty opened the discussion with a reading of the rules of conduct and established the order in which individuals would be able to speak.

Walters reviewed the report compiled by staff in response to Council's request for more information of whether or not the City of Burlington should look to outsource its dispatch operations to the Racine County Communications Center (RCCC). Walters stated that staff was directed to research, analyze, and explore the implications of three different options, which included maintaining dispatch services in the City, consolidating with RCCC, or a combination of the two in which police calls would be dispatched by the City and the RCCC would dispatch fire and rescue. Walters went on to explain the challenges and opportunities of each option and then reviewed the costs associated with each of the options. Walters stated that the estimated one-time costs, plus salary and benefits for the City dispatchers over 12 years, plus the cost of additional police officers, is approximately \$7,679,777. The estimated one-time costs, plus salary and benefits of additional police officers, plus the RCCC contract over 12 years, amounts to \$4,937,771, which results in a \$2,742,006 difference over the course of 12 years. Walters further stated that by the year 2021 annual costs with RCCC will decrease by 10% each subsequent year through 2029 in which County dispatch services would then be wholly levied.

Alderman Johnson asked if the City of Burlington currently pays any taxes for County dispatch services. Walters responded that currently Burlington residents are already paying approximately \$64,000 per year on the County levy for County dispatch services.

Alderman Schultz asked for clarification on the processing of offenders and when the dispatchers watch the offenders versus the police officers. Chief Anderson replied that there are cameras and microphones inside each one of the holding facilities, so that if the officer needs to respond to another call, dispatch can monitor the cell while the police officer is away. Schultz further inquired as to other reasons somebody might end up in a cell. Chief Anderson responded that on average, the PD processes about 325 offenders and about 35 are placed into a cell each year. Chief Anderson also stated that there are typically two reasons when someone is placed into a cell; they are either waiting for bond, or waiting for County transport due to lack of available manpower. Schultz then stated he would like more information as to what data is available for the times at

which offenders are typically being held in the cells. Chief Anderson said he would get that information, however the need to hold someone in a cell typically happens after normal business hours.

Alderman Grandi asked County representatives if the City were to go to County Dispatch, what would the County's plan be for the City of Burlington and if the City would share channels with the other municipalities or have their own dedicated channel. Jackie Bratz, Director of the Racine County Communications Center, responded that details of any agreement would need to be decided on through negotiations with the other members and would also more than likely be subject to closed session discussions.

Alderman Dawidziak stated that although other communities have chosen to forego 24/7 police stations, Burlington isn't the same as many of those other communities as there are events and activities concentrated in the area and would like to see an option where the police department would stay open 24/7. Chief Anderson responded that the cost to maintain a 24/7 police station with County dispatch is similar to the costs of Option 1, which would be to keep City dispatch.

Alderman Schultz inquired as to when do most after hours walk-ins occur at the police station. Chief Anderson replied that he didn't have the specific data with him, but said there are more walk-ins around the 5:30 p.m. time versus the 2:00 a.m. time. Anderson said he would gather more information for Council's review.

Alderman Bauman stated that there has been a concern about County dispatches lack of knowledge of the area and mistakes have been made that have resulted in dispatching officers to wrong locations and asked if there have been any improvements. Chief Anderson responded that there were mistakes in the beginning but has gotten better and the complaints have been reduced. Bratz stated that mistakes happen but they are taken very seriously and additional geographical training is provided when these situations occur.

Alderman Bauman asked Chief Anderson his thoughts on Option 2, which would be moving the City to County dispatch. Chief Anderson responded that Burlington needs and should have their own dispatch and he understands this is a very difficult decision to make considering the options and data given. Chief Anderson stated that regardless of the decision, the police department is understaffed and will need two additional police officers in order to be properly staffed. Chief Anderson also stated that he is confident and trusts that the officers for the City of Burlington will continue to provide outstanding service for this community regardless of the decision. Chief Anderson further stated that there are pros and cons to both situations and if dispatch is restored, additional training would be needed as well as a bigger and stronger dispatch counsel that can handle cellular 911 calls.

Alderman Dawidziak wanted to know, if the City does go to County dispatch, how will the City ensure that residents have a safe place to go. Chief Anderson responded that the vestibule would remain open and a safe room would be available if necessary. Alderman Preusker added that he had been in contact with other police and fire chiefs in the commission and addressed some of the concerns about whether or not to keep the police department open and how to handle it. Preusker stated that the Mt. Pleasant police department gradually reduced their hours allowing residents to accustom themselves with the change a little at a time. Preusker also stated that Mt. Pleasant has a buzzer system that is linked directly to County dispatch that residents can access if necessary.

Lauri Gatto, 27109 Ora Drive, Wind Lake, WI 53185, full-time dispatcher, commented on the challenges listed in the report, which were far more for County dispatch versus City dispatch and felt the two additional police officers should be taken out of the equation because they will be hired regardless of the outcome. Gatto further stated that the cost difference is minimal and comes to about \$32 per parcel per year to keep dispatch in the City of Burlington.

Sandra Baumeister, 8355 Shady Lane, Burlington, WI 53105, full-time dispatcher, addressed the reported challenges within the Burlington dispatch and gave examples of decisions that have been made by administration that are now being considered as challenges which are now being used against the dispatchers. Baumeister stated that when Chief Nimmer ran the police department, he eliminated three part time dispatchers, one part time data entry clerk, and one full time data entry clerk, which then became the duties of

the three full time dispatchers which caused mandatory overtime. Baumeister then addressed the comments regarding unqualified staff to cover dispatch for lunches and bathroom breaks, in addition to the numerous requests for additional educational training which has been denied due to costs and scheduling conflicts. Baumeister gave a recent example of an incident that involved both dispatch locations successfully working together and suggested choosing Option 3.

Sara Spencer, 241 Henry Street, Burlington, WI 53015, part time dispatcher, stated that she has been honored to work with the Burlington Police Department and would like dispatch to stay local because it is a valuable service to the community and has worked very hard to earn a good reputation and gain a positive presence and although Option 1 costs more per year, but it's a service worth keeping and feels tax payers would choose the added expense over consolidated dispatch.

Jean Taylor, 733 Chicory Road, Burlington, WI 53105, resident, stated that she feels dispatch needs to stay local and the police department needs to stay open 24/7.

Angela Hanson, 508 W. State Street, Burlington, WI 53105, full-time dispatcher, stated that she has been a dispatcher for the Burlington Police Department for 17 years and feels the dispatch center needs to be brought back to its pre-flood status so they can continue to help the community and do what they do best and continue to serve the residents of Burlington.

Kim Hardesty, 573 S. Gail Lynne Drive, Burlington, WI 53105, dispatch supervisor, stated that based on the numbers put together by Chief Anderson and Administrator Walters, when broken down over 12 years, the additional cost per parcel per year to choose Option 1 over Option 2, which includes two additional police officers, amounts to a difference of \$59.14. Hardesty further stated that the police department needs two additional officers regardless of which option is chosen, so with that cost taken out of the equation, the per parcel per year cost amounts to only an additional \$32.40 and is worth the cost to keep the dispatch local.

Susan Riddle, 424 Storle Avenue, Burlington, WI 53105, former dispatcher for the City of Burlington, is concerned with moving to consolidated dispatch with the County and stated that it can be very difficult to get a hold of County dispatch when they are busy which delayed response time. Riddle further stated that there is more to cost than what is on paper and felt that dispatch should stay local.

Vicki View, 1322 S. Teut Road, Town of Burlington resident, stated that she is not a City of Burlington resident but favors County dispatch.

Alderman Dawidziak asked how the response times with County dispatch have been impacted since the flood. Chief Babe responded that there can be a 59 second error at any given time; however, from the data received, there has been no delay in response times with County dispatch for fire and rescue services. Chief Babe reminded everyone that they are not comparing apples to apples and that a countywide dispatch center with 51 people on staff versus a 5 1/2 person city dispatch center, will each have their own efficiencies built into one and not the other. Chief Babe further stated, in order to get a more specific answer to response times, data from the Public Safety Answering Point (PSAP) should be compared to the specific dispatch time and there will be a difference for transferred 911 cellular calls. Bratz stated that the transfer to answer times were pulled for the City of Burlington calls recorded during May and June and the same for County calls recorded in the past month were pulled and noticed that the answer time to time dispatched was approximately 2 minutes 55 seconds for the City and 1 minute 30 seconds for County dispatched 911 calls.

Rachael Seils, 1620 Waukesha Road, Caledonia, WI 53108, City of Burlington Officer, stated that City dispatch provides a huge service to the City of Burlington and although County does a great job, when it comes to response time and quality of service, one of the advantages of keeping dispatch local, is that many times an officer is in the room when a call comes in and is able head towards the scene before the call is dispatched. Seils added that the police department has already lost an officer this past year and will make it even harder to lose dispatch too.

3. **ADJOURN INTO CLOSED SESSION**

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

- Deliberation of a possible Intergovernmental Agreement with Racine County for consolidated joint dispatch services.

**In addition to (and incorporating the same by reference) the above provision related to Wis. Stats 19.85(1)(e), Wis. Stats 19.85(1)(c)** Considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility.

- To consider employment and compensation of specific Police Department dispatch employees and the strategy to be adopted by the City in any future negotiations with the County if a possible joint dispatch agreement is going to be pursued.

**A motion was made by Alderman Johnson, with a second by Alderman Schultz to Adjourn into Closed Session. Roll Call: Aye - Johnson, Grandi, Dawidziak, Vos, Schultz, Preusker, Bauman, Kott. Nay - None. Motion carried 8-0. The meeting adjourned into closed session at 7:38 p.m.**

4. **RECONVENE INTO OPEN SESSION**

Consideration and possible action on recommendations for matters discussed in Closed Session by the Common Council.

**A motion was made by Alderman Dawidziak, with a second by Alderman Kott to Reconvene into Open Session. With all in favor, the meeting reconvened at 9:31 p.m.**

No action was taken, however City Administrator, Carina Walters issued the following statement:  
The City of Burlington will explore a contract with Racine County for joint dispatch services that best serves the interest of the city. The City will also explore how to fairly treat its valued dispatch staff who may be affected if the City ultimately does enter into a contract with the County.

5. **ADJOURNMENT**

**A motion was made by Alderman Preusker, with a second by Alderman Schultz to adjourn the meeting. With all in favor, the meeting adjourned at 9:34 p.m.**

Minutes respectfully submitted by:

---

Diahnn C. Halbach  
City Clerk  
City of Burlington



City Clerk  
300 N. Pine Street, Burlington, WI, 53105  
(262) 342-1161 - (262) 763-3474 fax  
[www.burlington-wi.gov](http://www.burlington-wi.gov)

**CITY OF BURLINGTON**  
**Common Council Minutes**  
**Jeannie Hefty, Mayor**  
**Diahnn Halbach, City Clerk**  
**Tuesday, October 3, 2017**

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

Council President Alderman Jon Schultz called the meeting to order at 6:49 p.m. starting with Roll Call. Present: Susan Kott, Ed Johnson, Bob Grandi, Ruth Dawidziak, Jon Schultz, Tom Preusker, Todd Bauman. Excused: Mayor Hefty, Tom Vos.

Also present: City Administrator Carina Walters, City Attorney John Bjelajac, Director of Administrative Services Megan Watkins, Director of Finance Steve DeQuaker, Police Chief Mark Anderson, Building Inspector Gregory Guidry, Library Director Joe Davies, and Gregory Governatori of Kapur & Associates.

Alderman Schultz stated that he would retain his right to vote.

2. **Pledge of Allegiance**

3. **Citizen Comments** - There were none.

4. **Chamber of Commerce Representative and Rescue Squad Representative**

Amy Singstock, Chamber of Commerce Representative, reported that the Chamber Ambassadors have had 32 ribbon cuttings, 3 anniversary calls, and 4 "New Look" awards so far this year. Singstock also reported that the next Business After Hours will be at the Lion's Club hosted by the Transitional Living Center on October 28, 2017, and the 2018 Visitor Guide Book is being finalized and the market plan and budget for 2018 is in the works. Singstock stated there are many upcoming events planned for the community which includes the First Annual Autumn Fest on October 14, Rugan's Wine Walk on November 18, Downtown Spooky City on October 28, and the Who-Ville Themed Christmas Parade on December 1.

5. **Approval of Minutes**

A motion was made by Alderman Kott with a second by Alderman Johnson to approve the September 19, 2017 Common Council Minutes. With all in favor, the motion carried.

6. **Letters and Communications** - There were none.

7. **Reports by Aldermanic Representatives and Department Heads**

Alderman Bauman and Alderman Grandi both reported that "Coffee with an Alderman" was successful and look forward to continuing to keep doing this.

Walters reported that that new Director for the Department of Public Works, Peter Riggs, will be introduced at the October 17, 2017 meeting.

DeQuaker reminded Council and Staff that budget discussions begin Wednesday, October 1 at 6:30 p.m.

8. **Reports 1-8**

A motion was made by Alderman Johnson, with a second by Alderman Kott to approve Reports 1-8. With all in favor, the motion carried.

9. **Payment of Prepaids and Vouchers**

A motion was made by Alderman Grandi, with a second by Alderman Bauman to approve Prepaids and Vouchers as presented. Roll Call: Aye - Grandi, Dawidziak, Schultz, Preusker, Baumann, Kott, Johnson. Nay - None. The motion carried 7-0.

10. **Licenses and Permits**

A motion was made by Alderman Dawidziak, with a second by Johnson to approve Licenses and Permits as presented. With all in favor, the motion carried.

11. **Appointments and Nominations:** There are none.

12. **PUBLIC HEARINGS:** There were none.

13. **RESOLUTIONS:** There were none.

14. **ORDINANCES:** There were none.

15. **MOTIONS:** There were none.

16. **ADJOURN INTO CLOSED SESSION**

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

- Deliberation of a possible Intergovernmental Agreement with Racine County for consolidated joint dispatch services.

**In addition to (and incorporating the same by reference) the above provision related to Wis. Stats 19.85(1)(e), Wis. Stats 19.85(1)(c)** Considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility.

- To consider employment and compensation of specific Police Department dispatch employees and the strategy to be adopted by the City in any future negotiations with the County if a possible joint dispatch agreement is going to be pursued.

**A motion was made Alderman Preusker with a second by Alderman Grandi to Adjourn into Closed Session. Roll Call: Aye - Preusker, Bauman, Kott, Johnson, Grandi, Dawidziak, Schultz. Nay - None. The motion carried 7-0. The meeting adjourned into Closed Session at 7:02 p.m.**

17. **RECONVENE INTO OPEN SESSION**

A motion was made by Alderman Schultz, with a second by Alderman Bauman to Reconvene into Open Session. With all in favor, the meeting reconvened at 8:22 p.m.

18. **ACT ON ITEMS FROM CLOSED SESSION IF NECESSARY**

- Consideration and possible action on recommendations for matters discussed in Closed Session by the Common Council.

**There was no action or further discussion.**

19. **ADJOURNMENT**

A motion was made by Alderman Preusker, with a second by Alderman Johnson to adjourn. With all in favor, the meeting adjourned at 8:23 p.m.

Minutes respectfully submitted by:

---

Diahm C. Halbach  
City Clerk  
City of Burlington



**COMMON COUNCIL REGULAR**

**ITEM NUMBER 8A**

---

**DATE:** October 17, 2017

**SUBJECT:** REPORTS 1-4

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

---

**BACKGROUND/HISTORY:**

Attached please find the following reports:

1. Historic Preservation Commission Minutes, 8/24/2017
2. Plan Commission Minutes, 9/12/2017
3. Police & Fire Commission Minutes, 10/3/2017
4. Committee of the Whole Minutes, 10/3/2017

**BUDGET/FISCAL IMPACT:**

N/A

**RECOMMENDATION:**

Staff recommends that Council approve the submitted reports.

**TIMING/IMPLEMENTATION:**

This item is scheduled for consideration at the October 17, 2017 Common Council meeting.

---

**Attachments**

HPC Minutes

Plan Minutes

PFC Minutes

---



**HISTORIC PRESERVATION COMMISSION  
MEETING MINUTES  
Thursday, August 24, 2017**

The meeting was called to order by Commissioner Darrel Eisenhardt at 6:30 p.m. Aldermanic Representative Susan Kott; Commissioner Maria Veronico; and Daniel Colwell were present. Chairman Tom Stelling; Commissioner Jeff Erickson; and Commissioner Kevin O'Brien were excused.

**CITIZEN COMMENTS**

Judith Schulz, 533 Milwaukee Avenue, commented that her windows shake from the vibration of the refrigeration trucks that leave their engines running and semi-trucks that speed past her business.

**APPROVAL OF MINUTES**

Alderman Kott moved, and Commissioner Colwell seconded to approve the minutes of May 25, 2017.

**LETTERS AND COMMUNICATIONS**

None

**OLD BUSINESS**

**Recommendations to City Staff of ordinance changes for the Historic Preservation Overlay District. This item was discussed at the April 27, 2017 and May 25, 2017 meetings and tabled for more review.**

- Commissioner Eisenhardt introduced and opened this item for discussion.
- Commissioner Eisenhardt stated this item has been on the agenda for a few months and recommended turning this to City Staff for recommendations of changes and then back to the Commissioners for review.
- Commissioner Colwell moved, and Commissioner Veronico seconded to remove this item from the table and give it back to City Staff for recommendations.
- Ms. Schulz stated the code should be worded as “replacing” instead of “replacement of”.
- There were no further comments.
- All were in favor and the motion carried.

## **NEW BUSINESS**

### **A. 100 W. Chestnut Street – Bodhi Tree Acupuncture & Wellness**

#### **1. Certificate of Appropriateness to install a vinyl sign**

- Commissioner Eisenhardt introduced and opened this item for discussion.
- Alderman Kott knew there is a percentage of the side of the building in regards to the size of a sign, but questioned if this requirement is met. Gregory Guidry, Building Inspector, stated the size of the sign is definitely under the 30% window coverage. Commissioner Eisenhardt clarified the sign will be facing W. Chestnut Street, with white lettering measuring 12 inches. Commissioner Colwell stated only the letters would be on the window and the background would be clear glass.
- There were no further comments.
- Alderman Kott moved, and Commissioner Veronico seconded to approve of the Certificate of Appropriateness to install a vinyl sign, subject to Gregory Guidry's August 15, 2017 memorandum.
- All were in favor and the motion carried.

#### **2. Sign Permit application to install a vinyl sign**

- Commissioner Eisenhardt introduced and opened this item for discussion.
- There were no comments.
- Commissioner Veronico moved, and Commissioner Colwell seconded to approve a Sign Permit application to install a vinyl sign, subject to Gregory Guidry's August 15, 2017 memorandum.
- All were in favor and the motion carried.

### **B. Downtown Historic District Façade Improvement Grant Policy**

- Commissioner Eisenhardt introduced and opened this item for discussion.
- Commissioner Eisenhardt recommended tabling this item due to most members being excused.
- There were no further comments.
- Commissioner Veronico moved, and Alderman Kott seconded to table this item since Chairman Stelling and most members were not present.

- All were in favor and the motion carried.

## **DISCUSSION ITEMS**

### **A. Review of Façade Grant Funding Status.**

- Commissioner Eisenhardt introduced and opened this item for discussion.
- Commissioner Eisenhardt stated there was \$33,373 pending and an actual balance of \$16,627.10 remaining in Round 7. Commissioner Eisenhardt stated Cassandra Spiegelhoff was just paid out and others expire early next year. Round 6 has \$5,000 pending for LifeBridge Church.
- The Commissioners heard C. Mae Design was damaged by the flood and was no longer going to operate her business in the City of Burlington. Commissioner Colwell stated Ms. Spiegelhoff should be entitled to receive the grant money since she put the awning up and spent her share of the money. The other Commissioners agreed. Mr. Guidry stated one option would be to hold the reimbursement until the awning came down since the business will be vacated. Mr. Guidry stated he will ask the City Administrator Carina Walters and City Staff for their recommendation as to how this should be handled, whether to receive the grant money or rescind it.
- Commissioner Eisenhardt stated Round 6 has \$5,000 pending for LifeBridge Church and three grants in the amount of \$14,368.62 for the Mercantile building.
- Mr. Guidry commented the Mercantile sign has been completed, but has changed the lighting and banners from the original approval. Mr. Guidry explained to Shad Branen that he had to reapply for a Certificate of Appropriateness of any changes. Mr. Guidry informed the Commissioners that the side of the building facing the bank and the back façade have not been repaired, and to keep this in mind if Mr. Branen reapplies for another extension. The façade grant will be expiring October 22, 2017. Commissioner Veronico questioned if a notification letter is sent out as a reminder to the owner of the expiration date. Mr. Guidry replied yes, a letter is sent out prior to the expiration date.
- Ms. Schulz questioned what it meant on the history chart where it says a new owner could apply for a grant again. Commissioner Colwell stated it refers to the amount of money we are allowed to give an individual business owner within 4 years. Commissioner Eisenhardt stated this is part of the new policy that was tabled and should not be discussed. Commissioner Veronico suggested that Ms. Schulz should come back next month when this is being discussed.
- There were no further comments.

## **ADJOURNMENT**

Commissioner Veronico moved, and Commissioner Colwell seconded to adjourn the meeting at 6:53 p.m. *All were in favor and the motion carried.*

Recording Secretary,

Kristine Anderson  
Administrative Assistant



**Minutes**  
**City of Burlington Plan Commission**  
**September 12, 2017, 6:30 p.m.**

Mayor Jeannie Hefty called the Plan Commission meeting to order at 6:30 p.m. Roll call: Alderman Tom Vos; Commissioners Art Gardner and John Ekes were present. Alderman Bob Grandi; Commissioners Andy Tully and Chad Redman were excused.

**APPROVAL OF MINUTES**

Commissioner Ekes moved, and Alderman Vos seconded to approve the minutes of August 8, 2017. All were in favor and the motion carried.

**LETTERS & COMMUNICATIONS**

None

**CITIZEN COMMENTS**

None

**PUBLIC HEARINGS**

None

**OLD BUSINESS**

**A. Revocation Hearing for Conditional Use Permit No. 71261 with Motor Sports Auto Sales for property located at 1157 Milwaukee Avenue, which was tabled at the December 13, 2016 meeting allowing six months to comply.**

- Mayor Hefty opened this item for discussion.
- Attorney John Bjelajac explained this meeting is for a possible revocation of a Conditional Use Permit that was granted for 1157 Milwaukee Avenue on June 12, 2007 for auto sales and service business. The Plan Commission is to consider revoking the permit, since during the entire duration of 10 years this property has not been used as that.
- Jeff Way, owner, stated he is trying to sell the property and has never operated as a business that it was intended for and does not want to be fined for storing vehicles on the property. Mr. Way stated he has had several prospective buyers and thinks if the Conditional Use is revoked, it would have a negative impact on the potential new buyer. Mr. Way explained 75 vehicles have been removed from the lot, which are used for wholesale, junk or sold at auctions. Mr. Way stated he feels he is being singled-out, since other properties have vehicles sitting as well, such as Lynch.
- Gregory Guidry, Building Inspector, explained that this has been going on for 10 years and Mr. Way agreed to the conditions back in December 13, 2016. The conditions were to either comply with the original Conditional Use by June 2017, which gave him an additional six

months, or if the property was not sold by June 30<sup>th</sup>, 2017 he would apply for a new Conditional Use and Site Plan application.

- Carina Walters, City Administrator, stated that Mr. Way is still not in compliance and does not see the desire in him to want to be in compliance since this has been occurring for 10 years. Ms. Walters stated the Commissioners should consider revoking the Conditional Use Permit, have Mr. Way remove all of the vehicles and let the new buyer come before the City with a Conditional Use request and start fresh.
- Mr. Way asked why the vehicles parked on S. Pine Street and the old Lynch property were allowed to remain on the property. Ms. Walters stated that staff has been working on this ever since it was brought to their attention.
- Alderman Vos commented that an extension of six months was granted to Mr. Way to allow him time to comply, and he has not. This non-compliance has been happening for 10 years. Alderman Vos stated by revoking the Conditional Use it will not be detrimental to the new buyer and then they can re-apply.
- Mr. Way stated his Conditional Use was a joke from the beginning, only allowing 100 parking spaces. Mr. Way explained that he does not want to do business here anymore and has no place to take the 150 cars. He further stated it is a big difference when you take a vehicle to a salvage yard as is instead of one that is fixed. Mr. Way would like to just sell the property. Alderman Vos asked Mr. Way what he thought was a reasonable time to remove all the vehicles. Ms. Walters suggested 60 days and Mr. Way stated he would need at least 120 days. Commissioner Ekes commented how Mr. Way feels he is being singled-out, that the Commissioners were only talking about Mr. Way's property and that staff will address the other properties. Commissioner Ekes further stated the City has given Mr. Way plenty of time, but has not attempted to comply with his Conditional Use. Commissioner Gardner responded that Mr. Way has done nothing for improvements and has been using more than 120 days to comply already.
- Attorney John Bjelajac recapped, since 2007 his Conditional Use requirements have not been met and cars continue to be parked in the back of the building. The Commission has an option to cancel and nullify the Conditional Use to a specific deadline. Mr. Way stated he has removed 10-15 vehicles off the lot.
- Alderman Vos stated he would be acceptable to having the Conditional Use revoked and Mr. Way remove vehicles and cease all operations. Commissioner Gardner agreed with Alderman Vos and suggested allowing 6 months, and not to extend the timeframe in the future since Mr. Way always seems to have a reason as to why it is not completed. Attorney John Bjelajac stated if the vehicles have not been removed in the 6 months, it will be brought before the courts.
- There were no further comments.

Alderman Vos moved, and Commissioner Ekes seconded to revoke a Conditional Use granted June 12, 2007 giving 6 months, until March 12, 2018, to remove all vehicles and cease operation.

Roll call: Alderman Tom Vos; Commissioner John Ekes; Commissioner Art Gardner; and Mayor Jeannie Hefty.

*All were in favor and the motion carried.*

**NEW BUSINESS**

None

**ADJOURNMENT**

Alderman Vos moved, and Commissioner Ekes seconded to adjourn the meeting at 7:12 p.m.

*All were in favor and the motion carried.*

Recording Secretary  
Kristine Anderson  
Administrative Assistant



CITY OF BURLINGTON

## POLICE – FIRE COMMISSION

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



### MINUTES

City of Burlington Police and Fire Commission  
City Hall  
300 N. Pine Street, Burlington, Wisconsin  
October 3, 2017

**1. Call to Order:**

Commissioner Busch called the meeting to order at 6:00 p.m.

**2. Roll Call:**

Commissioners in attendance: Joe Busch, Jeff Erickson, Kevin Morrow, Peter Hintz, Bill Smitz, Fire Chief Alan Babe, and Police Chief Mark Anderson.

**3. Public Comments:**

None.

**4. Approval of Minutes**

The minutes from the August 1<sup>st</sup>, August 9<sup>th</sup>, and September 5<sup>th</sup> meeting were approved on a motion to approve by Commissioner Erickson, seconded by Commissioner Smitz all ayes motion carried.

**5. Police Chief Business**

A. The commission convened into closed session pursuant to section 19.85 (1) (c) Wisconsin Statutes for considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility on a motion by Commissioner Smitz and seconded by Commissioner Morrow all ayes carried the motion at 6:05pm.

B. The commission reconvened into open session on a motion by Commissioner Erickson seconded by Commissioner Morrow all ayes carried the motion at 6:32pm.

C. A motion was made to approve the promotion process to fill an empty Sergeant position by Commissioner Erickson seconded by Commissioner Smitz all ayes carried the motion.

**6. Fire Chief Business**

None.

**7. Police and Fire Commission Business**

None.

**8. Adjourn**

Motion by Commissioner Erickson to adjourn seconded by Commissioner Hintz; motion carried all ayes at 6:34p.m.

Respectfully submitted,  
Commissioner Erickson, Secretary



**COMMON COUNCIL REGULAR**

**ITEM NUMBER 9A**

**DATE:** October 17, 2017

**SUBJECT: PREPAIDS AND VOUCHERS**

**SUBMITTED BY:** Steven DeQuaker, Finance Director

**BACKGROUND/HISTORY:**

Attached please find the Prepaid and Voucher list for bills accrued through October 17, 2017:

Total Prepaid:	\$207,609.49
Total Vouchers:	\$172,783.49
<b>Grand Total:</b>	<b>\$380,392.98</b>

**BUDGET/FISCAL IMPACT:**

5 Largest Disbursements on the Prepaid and Voucher List:

1. \$85,724.77 Kelmann Restoration - Time and Materials 224 E Jefferson Street
2. \$38,728.48 Johns Disposal Service - Contracted Monthly Billing for Garbage and Recycle
3. \$27,353.12 Ascent Aviation Group - 100LL Aviation Gasoline
4. \$17,290.00 Pats Services - Sewerage Disposal Plant Bio-Solids
5. \$10,000.00 Herrmann, Scott - HPC Facade Grant Reimbursement for 400 N. Pine Street

**RECOMMENDATION:**

Staff recommends that the Common Council accept and approve these Prepaid and Vouchers in the amount of \$380,392.98.

**TIMING/IMPLEMENTATION:**

This item is scheduled for consideration at the October 17, 2017 Common Council meeting.

**Attachments**

Prepaid 09-29-17

Prepaid 10-06-17

Vouchers 10-17-17

GL Account and Title	Vendor Name	Description	Invoice Number	Invoice Date	Net Invoice Amount	Date Paid
<b>10051511265</b>						
100-515111-265 Festival/Fireworks/Block Party	Mystic Fireworks	Fireworks Display	395	03/26/2017	7,000.00	09/29/2017
Total 10051511265:					7,000.00	
<b>100515132220</b>						
100-515132-220 ADMIN - UTILITIES	WE ENERGIES	5843-033-004 (split)	5843033004SEPT1	09/25/2017	315.26	09/29/2017
Total 100515132220:					315.26	
<b>100515132570</b>						
100-515132-570 Disaster Expenditures	KELMANN RESTORATION	Time and Materials 224 E Jefferson St	17-573-WTR-01	09/29/2017	95,724.77	09/29/2017
100-515132-570 Disaster Expenditures	BEST VALUE FLOORING	IT - Radio Room	3090	09/27/2017	2,112.20	09/29/2017
100-515132-570 Disaster Expenditures	BEST VALUE FLOORING	Flooring Supplies - Emergency Management Room	3091	09/27/2017	6,799.02	09/29/2017
Total 100515132570:					104,635.99	
<b>100515141220</b>						
100-515141-220 FINANCE - UTILITY SERVIC	WE ENERGIES	5843-033-004 (split)	5843033004SEPT1	09/25/2017	191.75	09/29/2017
Total 100515141220:					191.75	
<b>100515141330</b>						
100-515141-330 FINANCE - TRAVEL	RAEBEL, DOREEN	Reimbursement - Mileage	092717	09/27/2017	31.11	09/29/2017
Total 100515141330:					31.11	
<b>100525220157</b>						
100-525220-157 FIRE - INSERVICE TRAININ	SCHROEDER, ABIGAIL	Reimbursement - Gateway EMT Books	090517	09/05/2017	347.62	09/29/2017
Total 100525220157:					347.62	
<b>100525220220</b>						
100-525220-220 FIRE - UTILITY SERVICES	WE ENERGIES	8403-026-057	8403026057SEPT1	09/20/2017	984.83	09/29/2017
Total 100525220220:					984.83	
<b>100525231220</b>						
100-525231-220 BLDG INSP UTILITIES	WE ENERGIES	5843-033-004 (split)	5843033004SEPT1	09/25/2017	55.95	09/29/2017
Total 100525231220:					55.95	
<b>100535321220</b>						
100-535321-220 STREETS - UTILITIES	WE ENERGIES	0688-843-174	0688843174AUG17	09/11/2017	465.71	09/29/2017
Total 100535321220:					465.71	
<b>100535321225</b>						
100-535321-225 STREETS - TELEPHONE	TDS	TDS DPW 262-539-3770 (SPLIT)	262-539-3770 09/17	09/19/2017	81.46	09/29/2017
Total 100535321225:					81.46	
<b>100535321261</b>						
100-535321-261 STREETS - LIGHTING	WE ENERGIES	2019-198-266	2019198266SEPT1	09/11/2017	41.67	09/29/2017
100-535321-261 STREETS - LIGHTING	WE ENERGIES	5639-265-567	5639265567AUG17	09/10/2017	167.67	09/29/2017
100-535321-261 STREETS - LIGHTING	WE ENERGIES	6438-309-692	6438309692AUG17	09/12/2017	199.15	09/29/2017
Total 100535321261:					408.49	

GL Account and Title	Vendor Name	Description	Invoice Number	Invoice Date	Net Invoice Amount	Date Paid
<b>100535321310</b>						
100-535321-310 STREETS - OFF SUPP/POS	CANON FINANCIAL SERVICES,	Contrat No. WI#505ENT-M15-MFD (split)	17767565	09/12/2017	76.87	09/29/2017
Total 100535321310:					76.87	
<b>10055551220</b>						
100-555551-220 PARKS - UTILITIES	WE ENERGIES	0235-568-359	0235568359AUG17	09/10/2017	189.47	09/29/2017
100-555551-220 PARKS - UTILITIES	WE ENERGIES	4484-977-713	4484977713SEPT1	09/10/2017	71.26	09/29/2017
100-555551-220 PARKS - UTILITIES	WE ENERGIES	5276-292-324	5276292324AUG17	09/11/2017	23.79	09/29/2017
Total 10055551220:					284.52	
<b>10055551225</b>						
100-555551-225 PARKS - TELEPHONE	TDS	TDS DPW 262-539-3770 (SPLIT)	262-539-3770 09/17	09/19/2017	40.73	09/29/2017
Total 10055551225:					40.73	
<b>10055551310</b>						
100-555551-310 PARKS - OFFICE SUPP, PO	SOUTHERN LAKES NEWSPAPE	PT Park Attendant	287438	07/05/2017	414.00	09/29/2017
100-555551-310 PARKS - OFFICE SUPP, PO	CANON FINANCIAL SERVICES,	Contrat No. WI#505ENT-M15-MFD (split)	17767565	09/12/2017	17.09	09/29/2017
Total 10055551310:					431.09	
<b>46555551804</b>						
465-555551-804 PARKS CAPITAL OUTLAY P	TCF EQUIPMENT FINANCE, INC	Mower Financing- Contrat # 008-0658807-300	5202820	09/15/2017	343.28	09/29/2017
Total 46555551804:					343.28	
<b>467535320500</b>						
467-535320-500 CONSERVATION AND DEVE	WIN PROPERTIES	HPC Facade Grant - 425 N Pine (backside)	092917	09/29/2017	5,000.00	09/29/2017
Total 467535320500:					5,000.00	
<b>621575740220</b>						
621-575740-220 WWTP-ELECTRIC	WE ENERGIES	0469-455-267	0469455267SEPT1	09/18/2017	158.00	09/29/2017
621-575740-220 WWTP-ELECTRIC	WE ENERGIES	3602-583-285	3602583285SEPT1	09/19/2017	26.62	09/29/2017
621-575740-220 WWTP-ELECTRIC	WE ENERGIES	4847-248-215	4847248215SEPT1	09/22/2017	221.06	09/29/2017
621-575740-220 WWTP-ELECTRIC	WE ENERGIES	4897-650-087	4897650087SEPT1	09/24/2017	63.87	09/29/2017
621-575740-220 WWTP-ELECTRIC	WE ENERGIES	6212-377-525	6212377525SEPT1	09/25/2017	4,014.00	09/29/2017
Total 621575740220:					4,483.55	
<b>621575740222</b>						
621-575740-222 GAS	WE ENERGIES	0862-239-067	0862239067SEPT1	09/24/2017	507.68	09/29/2017
621-575740-222 GAS	WE ENERGIES	2663-378-614	2663378614SEPT1	09/24/2017	10.56	09/29/2017
621-575740-222 GAS	WE ENERGIES	3646-902-199	3646902199SEPT1	09/24/2017	14.15	09/29/2017
Total 621575740222:					532.39	
<b>621575740330</b>						
621-575740-330 SEWER - INSRVC TRNG & T	WI DNR-OPERATOR CERTIFICA	WI DNR-WASTEWATER EXAM	110117	09/27/2017	25.00	09/29/2017
Total 621575740330:					25.00	
<b>622509210000</b>						
622-509210-000 OFFICE SUPPLY	TDS	TDS DPW 262-539-3770 (SPLIT)	262-539-3770 09/17	09/19/2017	81.46	09/29/2017
622-509210-000 OFFICE SUPPLY	CANON FINANCIAL SERVICES,	Contrat No. WI#505ENT-M15-MFD (split)	17767565	09/12/2017	76.87	09/29/2017

GL Account and Title	Vendor Name	Description	Invoice Number	Invoice Date	Net Invoice Amount	Date Paid
Total 622509210000:					158.33	
<b>623575740200</b>						
623-575740-200 FUEL FOR RESALE	ASCENT AVIATION GROUP, INC	100LL AVIATION GASOLINE	471963	09/22/2017	27,353.12	09/29/2017
Total 623575740200:					27,353.12	
Grand Totals:					153,247.05	

Dated: \_\_\_\_\_

Motion for Approval by: \_\_\_\_\_

Motion Seconded by: \_\_\_\_\_

GL Account and Title	Vendor Name	Description	Invoice Number	Invoice Date	Net Invoice Amount	Date Paid
<b>100239006</b>						
100-239006 LAW-VISION	SUPERIOR VISION INSURANCE	Policy No. 14150001 Oct. Billing	63772	10/01/2017	632.25	10/06/2017
Total 100239006:					632.25	
<b>100239007</b>						
100-239007 LIFE INSURANCE	SECURIAN FINANCIAL GROUP,	Policy No. 002832L Nov Billing	2017NOV	10/06/2017	1,998.22	10/06/2017
Total 100239007:					1,998.22	
<b>100444411000</b>						
100-444411-000 COURT FINES & COSTS	CITY OF BURLINGTON	Restitution paid by Jason Samonig	I296461-4	09/29/2017	100.00	10/06/2017
100-444411-000 COURT FINES & COSTS	RACINE COUNTY TREASURER	Racine Co Jail Assessment	2017SEPT	09/29/2017	1,093.60	10/06/2017
100-444411-000 COURT FINES & COSTS	RACINE COUNTY TREASURER	Racine Co Surcharge	2017SEPT	09/29/2017	437.60	10/06/2017
100-444411-000 COURT FINES & COSTS	ST OF WISC CONTROLLER'S O	ST OF WI CONTROLLER OFFICE SEPT	2017SEPT	09/29/2017	4,315.64	10/06/2017
100-444411-000 COURT FINES & COSTS	Miller, Jacob	Restitution	DQ80DH9913	09/29/2017	167.80	10/06/2017
Total 100444411000:					6,114.64	
<b>100454521001</b>						
100-454521-001 BOND FEES	RACINE COUNTY CLERK OF C	Simonson, Jeremy: Case: 17-10188	17-10188	09/29/2017	150.00	10/06/2017
100-454521-001 BOND FEES	RACINE COUNTY CLERK OF C	Monheim, Keri: Case: 17-2408	17-2408	09/24/2017	285.00	10/06/2017
100-454521-001 BOND FEES	FRANKLIN POLICE DEPT	Stepney, Teandrey: Case: 1N80KTS282	1N80KTS282	09/22/2017	539.80	10/06/2017
Total 100454521001:					974.80	
<b>100515121162</b>						
100-515121-162 MUNI COURT-EAP SERVICE	AURORA EAP	AURORA EAP COURT CLERK	16789	09/29/2017	9.40	10/06/2017
Total 100515121162:					9.40	
<b>100515121310</b>						
100-515121-310 MUNI COURT - OFFICE SUP	DINERS CLUB COMMERCIAL	Walmart (split)	5818 09/17	09/28/2017	5.00	10/06/2017
Total 100515121310:					5.00	
<b>100515132162</b>						
100-515132-162 ADMIN - EAP SERVICE	AURORA EAP	AURORA EAP ADMIN-COUNCIL	16789	09/29/2017	141.00	10/06/2017
Total 100515132162:					141.00	
<b>100515132220</b>						
100-515132-220 ADMIN - UTILITIES	BURLINGTON WATER DEPT.	3RD QTR2017 WATER UTILITY BILL(split)	2017 3RD QTR.	10/03/2017	53.89	10/06/2017
Total 100515132220:					53.89	
<b>100515132225</b>						
100-515132-225 ADMIN - TELEPHONE	AT & T	171-798-6300 001 (split)	0438887301	09/19/2017	349.33	10/06/2017
100-515132-225 ADMIN - TELEPHONE	AT & T	057 736 7870 001	262 767 1389 08/17	09/21/2017	47.50	10/06/2017
100-515132-225 ADMIN - TELEPHONE	VERIZON WIRELESS	Verizon: Acct 286396851-00001 (split)	9793273765	09/23/2017	82.10	10/06/2017
Total 100515132225:					478.93	
<b>100515132247</b>						
100-515132-247 ADMIN - COMPUTER REPLA	DINERS CLUB COMMERCIAL	Amazon - HP Monitor	5799 09/17	09/28/2017	129.99	10/06/2017
Total 100515132247:					129.99	

GL Account and Title	Vendor Name	Description	Invoice Number	Invoice Date	Net Invoice Amount	Date Paid
<b>100515132298</b>						
100-515132-298 ADMIN - CONTRACT SERVI	DINERS CLUB COMMERCIAL	.GOV domain - Renew	5864 09/17	09/28/2017	400.00	10/06/2017
100-515132-298 ADMIN - CONTRACT SERVI	AT & T	252235078 - Internet	252235078 09/17	09/27/2017	90.75	10/06/2017
Total 100515132298:					490.75	
<b>100515132310</b>						
100-515132-310 ADMIN - OFF SUPP-POSTA	DINERS CLUB COMMERCIAL	CTC* Constant Contract (ongoing)	5799 09/17	09/28/2017	5.00	10/06/2017
100-515132-310 ADMIN - OFF SUPP-POSTA	DINERS CLUB COMMERCIAL	SurveyMonkey - Advantage	5799 09/17	09/28/2017	360.00	10/06/2017
Total 100515132310:					365.00	
<b>100515132330</b>						
100-515132-330 ADMIN - INSVC TRAINING &	DINERS CLUB COMMERCIAL	Registration - Together Toward Tomorrow	5799 09/17	09/28/2017	32.64	10/06/2017
Total 100515132330:					32.64	
<b>100515132399</b>						
100-515132-399 ADMIN - SUNDRY EXPENSE	DINERS CLUB COMMERCIAL	Richter's Marketplace	5799 09/17	09/28/2017	60.24	10/06/2017
100-515132-399 ADMIN - SUNDRY EXPENSE	DINERS CLUB COMMERCIAL	Walmart (split)	5818 09/17	09/28/2017	36.80	10/06/2017
100-515132-399 ADMIN - SUNDRY EXPENSE	DINERS CLUB COMMERCIAL	Charcoal Grill	6992 09/17	09/28/2017	24.78	10/06/2017
Total 100515132399:					121.82	
<b>100515132570</b>						
100-515132-570 Disaster Expenditures	DINERS CLUB COMMERCIAL	Amazon - shoe polish	5898 09/17	09/28/2017	9.99	10/06/2017
100-515132-570 Disaster Expenditures	DINERS CLUB COMMERCIAL	Amazon - Dog Bite Tug	5898 09/17	09/28/2017	39.98	10/06/2017
100-515132-570 Disaster Expenditures	DINERS CLUB COMMERCIAL	Amazon - Bike Short, Polish Applicator	5898 09/17	09/28/2017	48.01	10/06/2017
100-515132-570 Disaster Expenditures	TALBERT, COREY	Safariland tactical holster/Red uniform	092817	07/20/2017	414.88	10/06/2017
Total 100515132570:					512.86	
<b>100515140162</b>						
100-515140-162 CLERK - EAP SERVICE	AURORA EAP	AURORA EAP CITY CLERK	16789	09/29/2017	9.40	10/06/2017
Total 100515140162:					9.40	
<b>100515140330</b>						
100-515140-330 CLERK - TRAINING & TRAV	WMCA	WMCA DISTRICT MEETING - SOLOFRA	NFNX7F6VY5F	10/02/2017	30.00	10/06/2017
Total 100515140330:					30.00	
<b>100515141162</b>						
100-515141-162 FINANCE - EAP SERVICE	AURORA EAP	AURORA EAP FINANCE	16789	09/29/2017	28.20	10/06/2017
Total 100515141162:					28.20	
<b>100515141220</b>						
100-515141-220 FINANCE - UTILITY SERVIC	BURLINGTON WATER DEPT.	3RD QTR2017 WATER UTILITY BILL(split)	2017 3RD QTR.	10/03/2017	53.89	10/06/2017
Total 100515141220:					53.89	
<b>100515141225</b>						
100-515141-225 FINANCE - TELEPHONE	AT & T	171-798-6300 001 (split)	0438887301	09/19/2017	209.60	10/06/2017
100-515141-225 FINANCE - TELEPHONE	VERIZON WIRELESS	Verizon: Acct 286396851-00001 (split)	9793273765	09/23/2017	58.56	10/06/2017
Total 100515141225:					268.16	

GL Account and Title	Vendor Name	Description	Invoice Number	Invoice Date	Net Invoice Amount	Date Paid
100515141246						
100-515141-246 FINANCE, REPAIR,MAINT O	DINERS CLUB COMMERCIAL	Amazon - Cell Phone Supplies	5864 09/17	09/28/2017	49.53	10/06/2017
Total 100515141246:					49.53	
100515141247						
100-515141-247 FINANCE - COMPUTER REP	VERIZON WIRELESS	Verizon: Acct 286396851-00001 (split)	9793273765	09/23/2017	449.00	10/06/2017
Total 100515141247:					449.00	
100515141310						
100-515141-310 FINANCE - OFFICE SUPP/P	DINERS CLUB COMMERCIAL	Walmart (split)	5818 09/17	09/28/2017	25.42	10/06/2017
Total 100515141310:					25.42	
100515141312						
100-515141-312 FINANCE - COMP SUPPLIES	DINERS CLUB COMMERCIAL	Amazon - Cell Phone Supplies	5864 09/17	09/28/2017	51.76	10/06/2017
Total 100515141312:					51.76	
100515141330						
100-515141-330 FINANCE - TRAVEL	DINERS CLUB COMMERCIAL	Walmart	5864 09/17	09/28/2017	9.22	10/06/2017
Total 100515141330:					9.22	
100525211162						
100-525211-162 POLICE - EAP SERVICE	AURORA EAP	AURORA EAP POLICE	16789	09/29/2017	310.70	10/06/2017
Total 100525211162:					310.70	
100525211211						
100-525211-211 POLICE - PHYSICALS	TRANS UNION LLC	TRANS UNION LLC POLICE	09711523	09/25/2017	13.89	10/06/2017
Total 100525211211:					13.89	
100525211220						
100-525211-220 POLICE - UTILITY SERVICE	BURLINGTON WATER DEPT.	3RD QTR2017 WATER UTILITY BILL(split)	2017 3RD QTR.	10/03/2017	651.24	10/06/2017
100-525211-220 POLICE - UTILITY SERVICE	WE ENERGIES	5843-681-877	5843681877SEPT1	09/26/2017	2,139.74	10/06/2017
Total 100525211220:					2,790.98	
100525211225						
100-525211-225 POLICE - TELEPHONE	AT & T	171-798-6300 001 (split)	0438887301	09/19/2017	558.92	10/06/2017
100-525211-225 POLICE - TELEPHONE	VERIZON WIRELESS	Verizon: Acct 286396851-00001 (split)	9793273765	09/23/2017	573.66	10/06/2017
100-525211-225 POLICE - TELEPHONE	BCN TELECOM, INC	PW200047 - Intoxilyzer Line	22343876	09/15/2017	81.15	10/06/2017
Total 100525211225:					1,213.73	
100525211330						
100-525211-330 POLICE - TRAVEL	DINERS CLUB COMMERCIAL	Lucky Star	5781 09/17	09/28/2017	104.40	10/06/2017
100-525211-330 POLICE - TRAVEL	DINERS CLUB COMMERCIAL	Napoli Restaurant	5781 09/17	09/28/2017	50.59	10/06/2017
100-525211-330 POLICE - TRAVEL	DINERS CLUB COMMERCIAL	Buffalo Wild Wings	5781 09/17	09/28/2017	80.97	10/06/2017
100-525211-330 POLICE - TRAVEL	DINERS CLUB COMMERCIAL	Trattoria Di Carlo	5781 09/17	09/28/2017	14.56	10/06/2017
100-525211-330 POLICE - TRAVEL	DINERS CLUB COMMERCIAL	Kalahari	5898 09/17	09/28/2017	92.05	10/06/2017
100-525211-330 POLICE - TRAVEL	DINERS CLUB COMMERCIAL	Country Inn & Suites	5898 09/17	09/28/2017	164.00	10/06/2017
100-525211-330 POLICE - TRAVEL	PoliceOne.Com	Taser CEW Instructor Re-Certification	15087 REV. 1	09/22/2017	450.00	10/06/2017
100-525211-330 POLICE - TRAVEL	PoliceOne.Com	Taser CEW Instructor Certification	15098 REV. 1	09/22/2017	435.00	10/06/2017

GL Account and Title	Vendor Name	Description	Invoice Number	Invoice Date	Net Invoice Amount	Date Paid
Total 100525211330:					1,391.57	
<b>100525211344</b>						
100-525211-344 POLICE - JANITOR SUPPLIE	ELKHORN CHEMICAL & PACKA	Janitor Supplies	590420	08/04/2017	518.74	10/06/2017
Total 100525211344:					518.74	
<b>100525211381</b>						
100-525211-381 POLICE - INVESTIGATIONS	DINERS CLUB COMMERCIAL	Walmart	5898 09/17	09/28/2017	58.37	10/06/2017
100-525211-381 POLICE - INVESTIGATIONS	TransUnion Risk & Alternative Dat	Account ID: 777966 Sept. Billing	2017SEPT	09/30/2017	35.40	10/06/2017
Total 100525211381:					93.77	
<b>100525220162</b>						
100-525220-162 FIRE - EAP SERVICE	AURORA EAP	AURORA EAP FIRE	16789	09/29/2017	56.40	10/06/2017
Total 100525220162:					56.40	
<b>100525220220</b>						
100-525220-220 FIRE - UTILITY SERVICES	BURLINGTON WATER DEPT.	3RD QTR2017 WATER UTILITY BILL(split)	2017 3RD QTR.	10/03/2017	801.17	10/06/2017
100-525220-220 FIRE - UTILITY SERVICES	WE ENERGIES	8419-416-558	8419416558SEPT1	09/26/2017	11.49	10/06/2017
Total 100525220220:					812.66	
<b>100525220225</b>						
100-525220-225 FIRE - TELEPHONE	VERIZON WIRELESS	Verizon: Acct 286396851-00001 (split)	9793273765	09/23/2017	117.34	10/06/2017
Total 100525220225:					117.34	
<b>100525220240</b>						
100-525220-240 FIRE - FUEL, OIL, LUBRICA	DINERS CLUB COMMERCIAL	Mertens Service	8038 09/17	09/28/2017	74.67	10/06/2017
Total 100525220240:					74.67	
<b>100525220242</b>						
100-525220-242 FIRE - REPAIR & MAINT VE	DINERS CLUB COMMERCIAL	Single Source	8038 09/17	09/28/2017	8.03	10/06/2017
100-525220-242 FIRE - REPAIR & MAINT VE	DINERS CLUB COMMERCIAL	Single Source	8038 09/17	09/28/2017	18.26	10/06/2017
Total 100525220242:					26.29	
<b>100525220244</b>						
100-525220-244 FIRE - REPAIR MAINT EQUI	DINERS CLUB COMMERCIAL	Int*In*Lightning - mask Bags	8038 09/17	09/28/2017	185.00	10/06/2017
Total 100525220244:					185.00	
<b>100525220246</b>						
100-525220-246 FIRE - REPAIR MAINT OFFI	DINERS CLUB COMMERCIAL	Amazon - Ink Cartridges	5799 09/17	09/28/2017	31.67	10/06/2017
100-525220-246 FIRE - REPAIR MAINT OFFI	DINERS CLUB COMMERCIAL	Amazon - HP Printer	5799 09/17	09/28/2017	96.00	10/06/2017
100-525220-246 FIRE - REPAIR MAINT OFFI	DINERS CLUB COMMERCIAL	Amazon - Computer Supplies	8038 09/17	09/28/2017	38.31	10/06/2017
Total 100525220246:					165.98	
<b>100525220389</b>						
100-525220-389 FIRE - PROTECTIVE CLOTH	ADVANTAGE POLICE SUPPLY I	APS Plate Carrier, Ballistic Plates, Panels	17-0430	04/14/2017	1,738.00	10/06/2017
Total 100525220389:					1,738.00	

GL Account and Title	Vendor Name	Description	Invoice Number	Invoice Date	Net Invoice Amount	Date Paid
100525231225						
100-525231-225 BLDG INSP - TELEPHONE	VERIZON WIRELESS	Verizon: Acct 286396851-00001 (split)	9793273765	09/23/2017	39.99	10/06/2017
Total 100525231225:					39.99	
<b>100525231310</b>						
100-525231-310 BLDG INSP - OPERATING S	DINERS CLUB COMMERCIAL	Amazon - iPad case	5799 09/17	09/28/2017	18.50	10/06/2017
Total 100525231310:					18.50	
<b>100525231330</b>						
100-525231-330 BLDG INSP - TRAVEL	DINERS CLUB COMMERCIAL	Plumbing Inspectors Institute	0114 09/17	09/29/2017	140.00	10/06/2017
Total 100525231330:					140.00	
<b>100535321162</b>						
100-535321-162 STREETS - EAP SERVICE	AURORA EAP	AURORA EAP STREETS	16789	09/29/2017	84.60	10/06/2017
Total 100535321162:					84.60	
<b>100535321211</b>						
100-535321-211 STREETS - PHYSICALS	TRANS UNION LLC	TRANS UNION LLC DPW	09711523	09/25/2017	13.89	10/06/2017
Total 100535321211:					13.89	
<b>100535321220</b>						
100-535321-220 STREETS - UTILITIES	BURLINGTON WATER DEPT.	3RD QTR2017 WATER UTILITY BILL(split)	2017 3RD QTR.	10/03/2017	893.26	10/06/2017
100-535321-220 STREETS - UTILITIES	WE ENERGIES	1638-891-345 (split)	1638891345SEPT1	09/25/2017	774.98	10/06/2017
Total 100535321220:					1,668.24	
<b>100535321225</b>						
100-535321-225 STREETS - TELEPHONE	VERIZON WIRELESS	Verizon: Acct 286396851-00001 (split)	9793273765	09/23/2017	35.80	10/06/2017
Total 100535321225:					35.80	
<b>100535321261</b>						
100-535321-261 STREETS - LIGHTING	WE ENERGIES	0455-414-409	0455414409SEPT1	09/18/2017	235.59	10/06/2017
100-535321-261 STREETS - LIGHTING	WE ENERGIES	0818-594-802	0818594802SEPT1	09/24/2017	17.33	10/06/2017
100-535321-261 STREETS - LIGHTING	WE ENERGIES	0819-473-268	0819473268SEPT1	09/25/2017	67.88	10/06/2017
100-535321-261 STREETS - LIGHTING	WE ENERGIES	0838-352-542	0838352542SEPT1	09/22/2017	26.06	10/06/2017
100-535321-261 STREETS - LIGHTING	WE ENERGIES	0850-628-152	0850628152SEPT1	09/21/2017	259.67	10/06/2017
100-535321-261 STREETS - LIGHTING	WE ENERGIES	2023-503-060	2023503060SEPT1	09/24/2017	162.43	10/06/2017
100-535321-261 STREETS - LIGHTING	WE ENERGIES	4404-149-064	4404149064SEPT1	09/19/2017	34.02	10/06/2017
100-535321-261 STREETS - LIGHTING	WE ENERGIES	5043-084-318	5043084318SEPT1	09/21/2017	34.99	10/06/2017
100-535321-261 STREETS - LIGHTING	WE ENERGIES	5465-979-181	5465979181SEPT1	09/20/2017	59.69	10/06/2017
100-535321-261 STREETS - LIGHTING	WE ENERGIES	5644-617-733	5644617733SEPT1	09/24/2017	150.33	10/06/2017
100-535321-261 STREETS - LIGHTING	WE ENERGIES	5695-147-539	5695147539SEPT1	09/25/2017	241.76	10/06/2017
100-535321-261 STREETS - LIGHTING	WE ENERGIES	6893-002-943	6893002943SEPT1	09/21/2017	16.25	10/06/2017
100-535321-261 STREETS - LIGHTING	WE ENERGIES	7255-756-558	7255756558SEPT1	09/20/2017	21.67	10/06/2017
100-535321-261 STREETS - LIGHTING	WE ENERGIES	9418-285-345	9418285345SEPT1	09/25/2017	82.98	10/06/2017
Total 100535321261:					1,410.65	
<b>100535321310</b>						
100-535321-310 STREETS - OFF SUPP/POS	GOOSEBERRIES	DPW Director Interviews (split)	85143	08/31/2017	52.24	10/06/2017
100-535321-310 STREETS - OFF SUPP/POS	GOOSEBERRIES	DPW Director Interviews (split)	85145	08/31/2017	16.44	10/06/2017

GL Account and Title	Vendor Name	Description	Invoice Number	Invoice Date	Net Invoice Amount	Date Paid
Total 100535321310:					68.68	
<b>100535321354</b>						
100-535321-354	STREETS-PARKNG STRUC	BURLINGTON WATER DEPT.	3RD QTR2017 WATER UTILITY BILL(split)	2017 3RD QTR.	10/03/2017	180.00 10/06/2017
Total 100535321354:					180.00	
<b>100555514399</b>						
100-555514-399	SENIOR CITIZENS DONATI	BURLINGTON WATER DEPT.	3RD QTR2017 WATER UTILITY BILL(split)	2017 3RD QTR.	10/03/2017	173.78 10/06/2017
Total 100555514399:					173.78	
<b>100555551162</b>						
100-555551-162	PARKS - EAP SERVICE	AURORA EAP	AURORA EAP PARKS	16789	09/29/2017	28.20 10/06/2017
Total 100555551162:					28.20	
<b>100555551220</b>						
100-555551-220	PARKS - UTILITIES	BURLINGTON WATER DEPT.	3RD QTR2017 WATER UTILITY BILL(split)	2017 3RD QTR.	10/03/2017	1,861.68 10/06/2017
100-555551-220	PARKS - UTILITIES	WE ENERGIES	0435-566-939	0435566939AUG17	09/19/2017	68.83 10/06/2017
100-555551-220	PARKS - UTILITIES	WE ENERGIES	1638-891-345 (split)	1638891345SEPT1	09/25/2017	387.50 10/06/2017
100-555551-220	PARKS - UTILITIES	WE ENERGIES	6211-699-899	6211699899SEPT1	09/25/2017	68.03 10/06/2017
Total 100555551220:					2,386.04	
<b>100555551265</b>						
100-555551-265	PARKS - FESTIVAL EXPENS	BURLINGTON KIWANIS BAND	BURLINGTON KIWANIS CIVIC BAND	2017	10/02/2017	1,900.00 10/06/2017
Total 100555551265:					1,900.00	
<b>100555551310</b>						
100-555551-310	PARKS - OFFICE SUPP, PO	GOOSEBERRIES	DPW Director Interviews (split)	85143	08/31/2017	52.22 10/06/2017
100-555551-310	PARKS - OFFICE SUPP, PO	GOOSEBERRIES	DPW Director Interviews (split)	85145	08/31/2017	16.42 10/06/2017
Total 100555551310:					68.64	
<b>251555511162</b>						
251-555511-162	EAP SERVICE	AURORA EAP	AURORA EAP LIBRARY	16789	09/29/2017	197.40 10/06/2017
Total 251555511162:					197.40	
<b>251555511220</b>						
251-555511-220	UITILITIES	BURLINGTON WATER DEPT.	3RD QTR2017 WATER UTILITY BILL(split)	2017 3RD QTR.	10/03/2017	244.02 10/06/2017
251-555511-220	UITILITIES	WE ENERGIES	0810-148-657	0810148657SEPT1	09/26/2017	1,279.42 10/06/2017
251-555511-220	UITILITIES	WE ENERGIES	5852-857-487	5852857487SEPT1	09/25/2017	64.87 10/06/2017
Total 251555511220:					1,588.31	
<b>251555511225</b>						
251-555511-225	TELEPHONE	DINERS CLUB COMMERCIAL	Google (ongoing)	5922 09/17	09/28/2017	50.00 10/06/2017
251-555511-225	TELEPHONE	AT & T	171-798-6300 001 (split)	0438887301	09/19/2017	279.46 10/06/2017
Total 251555511225:					329.46	
<b>251555511242</b>						
251-555511-242	REPAIR, MAINTENANCE EQ	DINERS CLUB COMMERCIAL	Victoria Supply - Microfilm Lamps	5922 09/17	09/28/2017	34.93 10/06/2017

GL Account and Title	Vendor Name	Description	Invoice Number	Invoice Date	Net Invoice Amount	Date Paid
Total 251555511242:					34.93	
<b>251555511318</b>						
251-555511-318 AUTOMATION	DINERS CLUB COMMERCIAL	Best Buy - Bluerauy Player	5922 09/17	09/28/2017	99.99	10/06/2017
251-555511-318 AUTOMATION	DINERS CLUB COMMERCIAL	credit - Best Buy	5922 09/17	09/28/2017	5.00-	10/06/2017
Total 251555511318:					94.99	
<b>251555511324</b>						
251-555511-324 MEMBERHSIP DUES	DINERS CLUB COMMERCIAL	Wi Library Association (split)	3031 09/17	09/28/2017	195.00	10/06/2017
Total 251555511324:					195.00	
<b>251555511327</b>						
251-555511-327 MATERIALS	UW-PARKSIDE	Big Read Books for Programming	092717	09/27/2017	640.00	10/06/2017
Total 251555511327:					640.00	
<b>251555511330</b>						
251-555511-330 INSERVICE TRAINING/TRAV	DINERS CLUB COMMERCIAL	Wi Library Association (split)	3031 09/17	09/28/2017	185.00	10/06/2017
251-555511-330 INSERVICE TRAINING/TRAV	DINERS CLUB COMMERCIAL	WLA Conference	5922 09/17	09/28/2017	140.00	10/06/2017
251-555511-330 INSERVICE TRAINING/TRAV	PUCCINI, JENNIFER	Reimbursement - mileage/meals	100417	10/04/2017	47.02	10/06/2017
Total 251555511330:					372.02	
<b>251555511345</b>						
251-555511-345 PROGRAMS	DINERS CLUB COMMERCIAL	West Music	5922 09/17	09/28/2017	96.32	10/06/2017
Total 251555511345:					96.32	
<b>453565616823</b>						
453-565616-823 2017 Pool Construction Proje	WE ENERGIES	4242-394-201	4242394201SEPT1	09/27/2017	27.03	10/06/2017
Total 453565616823:					27.03	
<b>467535320500</b>						
467-535320-500 CONSERVATION AND DEVE	HERRMANN, SCOTT	2ND HPC FACADE GRANT REIMBURSEMENT	092917	09/29/2017	10,000.00	10/06/2017
Total 467535320500:					10,000.00	
<b>621575740162</b>						
621-575740-162 EAP SERVICE	AURORA EAP	AURORA EAP WWTP	16789	09/29/2017	84.60	10/06/2017
Total 621575740162:					84.60	
<b>621575740221</b>						
621-575740-221 WATER	BURLINGTON WATER DEPT.	3RD QTR2017 WATER UTILITY BILL(split)	2017 3RD QTR.	10/03/2017	8,762.69	10/06/2017
Total 621575740221:					8,762.69	
<b>621575740225</b>						
621-575740-225 TELEPHONE	VERIZON WIRELESS	Verizon: Acct 286396851-00001 (split)	9793273765	09/23/2017	39.99	10/06/2017
Total 621575740225:					39.99	
<b>621575740298</b>						
621-575740-298 CONTRACT SERVICE	GOOSEBERRIES	DPW Director Interviews (split)	85143	08/31/2017	52.24	10/06/2017
621-575740-298 CONTRACT SERVICE	GOOSEBERRIES	DPW Director Interviews (split)	85145	08/31/2017	16.44	10/06/2017

GL Account and Title	Vendor Name	Description	Invoice Number	Invoice Date	Net Invoice Amount	Date Paid
Total 621575740298:					68.68	
<b>622509210000</b>						
622-509210-000 OFFICE SUPPLY	DINERS CLUB COMMERCIAL	Schwaab	5831 09/17	09/28/2017	62.00	10/06/2017
Total 622509210000:					62.00	
<b>622509230000</b>						
622-509230-000 OUTSIDE SERVICES	GOOSEBERRIES	DPW Director Interviews (split)	85143	08/31/2017	52.24	10/06/2017
622-509230-000 OUTSIDE SERVICES	GOOSEBERRIES	DPW Director Interviews (split)	85145	08/31/2017	16.44	10/06/2017
Total 622509230000:					68.68	
<b>622509260162</b>						
622-509260-162 EAP SERVICE	AURORA EAP	AURORA EAP Water	16789	09/29/2017	37.60	10/06/2017
Total 622509260162:					37.60	
<b>622509350000</b>						
622-509350-000 GENERAL PLANT-SUPPLIE	WE ENERGIES	1638-891-345 (split)	1638891345SEPT1	09/25/2017	774.98	10/06/2017
Total 622509350000:					774.98	
<b>623575740225</b>						
623-575740-225 TELEPHONE	AT & T	262 757 0907 307 4	26275709070917	09/25/2017	125.26	10/06/2017
Total 623575740225:					125.26	
Grand Totals:					54,362.44	

Dated: \_\_\_\_\_

Motion for Approval by: \_\_\_\_\_

Motion Seconded by: \_\_\_\_\_

GL Account and Title	Vendor Name	Description	Invoice Number	Invoice Date	Net Invoice Amount	Date Paid
<b>100160000</b>						
100-160000 PREPAID EXPENDITURES	DIGICORP	Symantec Essential Support - Renewal	320099	09/25/2017	3,679.58	
100-160000 PREPAID EXPENDITURES	DIGICORP	4TB 7200 RPM Disk Drive	320254	09/30/2017	4,115.00	
Total 100160000:					7,794.58	
<b>100515111247</b>						
100-515111-247 Repairs & Maint Software	SWAGIT PRODUCTIONS, LLC	Video Streaming Services: Sept 2017	9629	09/30/2017	645.00	
Total 100515111247:					645.00	
<b>100515111313</b>						
100-515111-313 CITY COUNCIL - PRINTING	LIGHTHOUSE COMMUNICATIO	Quarterly Newsletter	1061017	10/06/2017	2,036.16	
Total 100515111313:					2,036.16	
<b>100515111399</b>						
100-515111-399 CITY COUNCIL - PUBLICATI	SOUTHERN LAKES NEWSPAPE	Burlington Little League	290774	08/10/2017	30.00	
100-515111-399 CITY COUNCIL - PUBLICATI	SOUTHERN LAKES NEWSPAPE	CUP Hearing 1058 Milwaukee	294978	09/28/2017	57.70	
100-515111-399 CITY COUNCIL - PUBLICATI	SOUTHERN LAKES NEWSPAPE	CUP Hearing 1120 Milwaukee	294979	09/28/2017	55.68	
Total 100515111399:					143.38	
<b>100515111800</b>						
100-515111-800 CITY COUNCIL - CAPITAL O	PSG Solutions LLC	Auto Sales Site/MS Consulting	01-2359	09/23/2017	916.25	
Total 100515111800:					916.25	
<b>100515121310</b>						
100-515121-310 MUNI COURT - OFFICE SUP	COMPLETE OFFICE OF WISCO	Office Supplies	163652	10/06/2017	23.96	
Total 100515121310:					23.96	
<b>100515121344</b>						
100-515121-344 MUNI COURT - JANITOR SU	ELKHORN CHEMICAL & PACKA	Muni Janitor Supplies	592403	09/29/2017	5.48	
Total 100515121344:					5.48	
<b>100515132298</b>						
100-515132-298 ADMIN - CONTRACT SERVI	LF GREEN DEVELOPMENT, LLC	Phase II Environmental Site Assessment	17401	07/15/2017	1,078.00	
Total 100515132298:					1,078.00	
<b>100515132310</b>						
100-515132-310 ADMIN - OFF SUPP-POSTA	ALSCO	ALSCO DPW (split) Customer # 074780	IMIL1248745	09/27/2017	2.97	
100-515132-310 ADMIN - OFF SUPP-POSTA	ALSCO	ALSCO DPW (split) Customer # 074780	IMIL1251082	10/04/2017	2.97	
100-515132-310 ADMIN - OFF SUPP-POSTA	BURLINGTON AREA SCHOOL D	BASD CITY HALL ADMIN PAPER	92817	09/28/2017	42.08	
100-515132-310 ADMIN - OFF SUPP-POSTA	Office Copying Equipment, LTD	Sharp MX-5070N	AR36937	09/27/2017	122.50	
100-515132-310 ADMIN - OFF SUPP-POSTA	QUILL CORPORATION	Quill - Office Supplies (split)	9947683	09/19/2017	157.58	
100-515132-310 ADMIN - OFF SUPP-POSTA	COMPLETE OFFICE OF WISCO	Office Supplies	163653	10/06/2017	10.15	
Total 100515132310:					338.25	
<b>100515132324</b>						
100-515132-324 ADMIN - MEMBERSHIP DUE	SHRM	Society for Human Resource Management	2018	10/10/2017	209.00	
Total 100515132324:					209.00	

GL Account and Title	Vendor Name	Description	Invoice Number	Invoice Date	Net Invoice Amount	Date Paid
100515132344						
100-515132-344 ADMIN - JANITOR SUPPLIE	ELKHORN CHEMICAL & PACKA	Admin Janitor Supplies	592403	09/29/2017	64.65	
Total 100515132344:					64.65	
100515132399						
100-515132-399 ADMIN - SUNDRY EXPENSE	RICHTER'S MARKETPLACE	Richter's Marketplace - City Hall	10/10/17CH	10/10/2017	5.85	
Total 100515132399:					5.85	
100515132570						
100-515132-570 Disaster Expenditures	MENARDS	FLOOD - SUPPLIES	39015	07/21/2017	28.32	
100-515132-570 Disaster Expenditures	MENARDS	FLOOD - SUPPLIES	39859	07/31/2017	342.93	
100-515132-570 Disaster Expenditures	MENARDS	FLOOD - SUPPLIES	43659	09/14/2017	88.74	
100-515132-570 Disaster Expenditures	MENARDS	FLOOD - SUPPLIES	43730	09/15/2017	323.79	
100-515132-570 Disaster Expenditures	MENARDS	FLOOD - SUPPLIES	43748	09/15/2017	323.79	
100-515132-570 Disaster Expenditures	MENARDS	FLOOD - SUPPLIES	44613	09/25/2017	42.76	
100-515132-570 Disaster Expenditures	REINEMANS, INC.	FLOOD SUPPLIES	131481	09/18/2017	68.63	
100-515132-570 Disaster Expenditures	REINEMANS, INC.	FLOOD SUPPLIES	131966	09/26/2017	31.93	
100-515132-570 Disaster Expenditures	REINEMANS, INC.	FLOOD SUPPLIES	132092	09/28/2017	13.64	
100-515132-570 Disaster Expenditures	STREICHER'S	flood - Range Bag	11277085	08/22/2017	29.99	
100-515132-570 Disaster Expenditures	STREICHER'S	flood - Roller Bag Cams	11279245	09/08/2017	319.00	
100-515132-570 Disaster Expenditures	STREICHER'S	flood - ammo	11280845	09/21/2017	336.50	
100-515132-570 Disaster Expenditures	VORPAGEL SERVICE INC.	flood - installed A.O.Smith water heater	41391	09/15/2017	3,321.00	
100-515132-570 Disaster Expenditures	VORPAGEL SERVICE INC.	flood - installed Mitsubishi System	41437	09/08/2017	9,425.00	
100-515132-570 Disaster Expenditures	VORPAGEL SERVICE INC.	flood -removed & installed bell & gossett pumps	41494	09/15/2017	4,300.00	
100-515132-570 Disaster Expenditures	MIDWEST METER INC	FLOOD-METERS	0093500-IN	09/13/2017	4,796.05	
100-515132-570 Disaster Expenditures	L & S ELECTRIC INC	Flood - Motor Repair	546936	09/20/2017	3,795.00	
100-515132-570 Disaster Expenditures	DIGICORP	FLOOD- Digicorp	320070	09/21/2017	979.00	
100-515132-570 Disaster Expenditures	FASTENAL COMPANY	Flood - foot bridge	WIBUR28062	09/25/2017	13.35	
100-515132-570 Disaster Expenditures	MINUTEMAN PRESS OF BURLI	FLOOD-MAP FOR NATIONAL GUARD	31665	07/14/2017	36.45	
Total 100515132570:					28,615.87	
100515140247						
100-515140-247 CLERK - Rep & Maint Compu	DIGICORP	MALWAREBYTES	320253	09/30/2017	34.99	
Total 100515140247:					34.99	
100515141310						
100-515141-310 FINANCE - OFFICE SUPP/P	Office Copying Equipment, LTD	Sharp MX-500IN	AR36937	09/27/2017	30.42	
100-515141-310 FINANCE - OFFICE SUPP/P	COMPLETE OFFICE OF WISCO	Office Supplies	163650	10/06/2017	21.74	
Total 100515141310:					52.16	
100515141344						
100-515141-344 FINANCE - JANITOR SUPPLI	ELKHORN CHEMICAL & PACKA	Finance Janitor Supplies	592403	09/29/2017	33.97	
100-515141-344 FINANCE - JANITOR SUPPLI	ELKHORN CHEMICAL & PACKA	Clerk Janitor Supplies	592403	09/29/2017	5.47	
100-515141-344 FINANCE - JANITOR SUPPLI	REINEMANS, INC.	Drano	131903	09/25/2017	6.99	
Total 100515141344:					46.43	
100515161220						
100-515161-220 ATTORNEY - CONTRACT	BJELAJAC, JOHN M	Ordinance Revision: Noise	10100-094D 11	09/29/2017	45.00	
100-515161-220 ATTORNEY - CONTRACT	BJELAJAC, JOHN M	Veolia Contract	15100-029D 30	09/29/2017	150.00	
100-515161-220 ATTORNEY - CONTRACT	BJELAJAC, JOHN M	Jeff Way: Revocation of CUP	16100-084D 4	09/29/2017	450.00	
100-515161-220 ATTORNEY - CONTRACT	BJELAJAC, JOHN M	General File - 2017	17100-000D 11	09/29/2017	1,260.00	
100-515161-220 ATTORNEY - CONTRACT	BJELAJAC, JOHN M	Tri County Training Center	17100-057D 3	09/29/2017	1,770.00	
100-515161-220 ATTORNEY - CONTRACT	BJELAJAC, JOHN M	Open Records Request	17100-073D 4	09/29/2017	600.00	

GL Account and Title	Vendor Name	Description	Invoice Number	Invoice Date	Net Invoice Amount	Date Paid
100-515161-220 ATTORNEY - CONTRACT	BJELAJAC, JOHN M	Joint Dispatch with Racine County	17100-080D3	09/29/2017	765.00	
100-515161-220 ATTORNEY - CONTRACT	BJELAJAC, JOHN M	Senior Center	17100-081D 3	09/29/2017	150.00	
100-515161-220 ATTORNEY - CONTRACT	BJELAJAC, JOHN M	Open Records Request	17100-082D 3	09/29/2017	270.00	
Total 100515161220:					5,460.00	
<b>100515161272</b>						
100-515161-272 ATTORNEY - MUNICIPAL C	BJELAJAC, JOHN M	Municipal Court General File - 2017	17100-099D 9	09/29/2017	5,055.00	
Total 100515161272:					5,055.00	
<b>100525211211</b>						
100-525211-211 POLICE - PHYSICALS	AURORA HEALTH CARE	Acct #600003827 Vogt, Joel	155521843	09/13/2017	235.00	
Total 100525211211:					235.00	
<b>100525211241</b>						
100-525211-241 POLICE - REP & MAINT IT	PRV UPFITTERS	Install 1 Stalker Radar Dual Antenna	1201	09/25/2017	250.00	
Total 100525211241:					250.00	
<b>100525211242</b>						
100-525211-242 POLICE - REPAIR/MTCE EQ	DOUG'S AUTO	901 2007 Dodge Caravan - repairs	028488	09/11/2017	114.45	
100-525211-242 POLICE - REPAIR/MTCE EQ	LYNCH BURLINGTON	Car Wash Tickets	15937	09/16/2017	250.00	
Total 100525211242:					364.45	
<b>100525211248</b>						
100-525211-248 POLICE - REP & MAINT BUIL	HALVERSON DOOR LLC.	Commercial Service Call	3485	09/13/2017	383.13	
100-525211-248 POLICE - REP & MAINT BUIL	HALVERSON DOOR LLC.	New Install - Liftmaster Com Trolley	3524	09/22/2017	875.00	
100-525211-248 POLICE - REP & MAINT BUIL	MENARDS	Menards Acct 32120263	44715	09/26/2017	27.18	
Total 100525211248:					1,285.31	
<b>100525211299</b>						
100-525211-299 POLICE - SUNDRY CONTRA	WATERFORD TOWING & RECO	TOWING	081717	08/17/2017	200.00	
Total 100525211299:					200.00	
<b>100525211310</b>						
100-525211-310 POLICE - OFF SUPP-POSTA	BURLINGTON AREA SCHOOL D	BASD POLICE PAPER	92817	09/28/2017	105.20	
100-525211-310 POLICE - OFF SUPP-POSTA	RICHTER'S MARKETPLACE	Richter's Marketplace - Police Dept	09/12/17PD	09/12/2017	15.34	
100-525211-310 POLICE - OFF SUPP-POSTA	RICHTER'S MARKETPLACE	Richter's Marketplace - Police Dept	09/15/17PD	09/15/2017	23.91	
100-525211-310 POLICE - OFF SUPP-POSTA	RICHTER'S MARKETPLACE	Richter's Marketplace - Police Dept	09/22/17PD	09/22/2017	15.34	
100-525211-310 POLICE - OFF SUPP-POSTA	RICHTER'S MARKETPLACE	Richter's Marketplace - Police Dept	09/26/17PD	09/26/2017	11.75	
100-525211-310 POLICE - OFF SUPP-POSTA	RICHTER'S MARKETPLACE	Richter's Marketplace - Police Dept	09/27/17PD	09/27/2017	15.34	
100-525211-310 POLICE - OFF SUPP-POSTA	RICHTER'S MARKETPLACE	Richter's Marketplace - Police Dept	10/03/17PD	10/03/2017	11.98	
100-525211-310 POLICE - OFF SUPP-POSTA	RICHTER'S MARKETPLACE	Richter's Marketplace - Police Dept	10/03/17PD*	10/03/2017	17.83	
Total 100525211310:					216.69	
<b>100525211344</b>						
100-525211-344 POLICE - JANITOR SUPPLIE	ELKHORN CHEMICAL & PACKA	Janitor Supplies	592404	09/29/2017	428.30	
Total 100525211344:					428.30	
<b>100525211381</b>						
100-525211-381 POLICE - INVESTIGATIONS	ACL LABORATORIES	ACL LAB POLICE DEPT 30002225-X661	201709-0	09/22/2017	13.40	

GL Account and Title	Vendor Name	Description	Invoice Number	Invoice Date	Net Invoice Amount	Date Paid
Total 100525211381:					13.40	
<b>100525220159</b>						
100-525220-159	FIRE - CLOTHING ALLOWA	LARK UNIFORM OUTFITTERS	Lark Uniform - Fire Dept.	252645	10/03/2017	243.85
Total 100525220159:					243.85	
<b>100525220242</b>						
100-525220-242	FIRE - REPAIR & MAINT VE	THE SIGN RESOURCE	Vinyl Lettering	7580	09/26/2017	2,691.00
Total 100525220242:					2,691.00	
<b>100525220244</b>						
100-525220-244	FIRE - REPAIR MAINT EQUI	BENDLIN FIRE EQUIP. CO., INC.	Bendlin - Fire Dept.	96712	09/27/2017	135.00
100-525220-244	FIRE - REPAIR MAINT EQUI	EAGLE ENGRAVING	EAGLE ENGRAVING FIRE DEPT SUPPLIES	2017-3118	09/22/2017	390.00
100-525220-244	FIRE - REPAIR MAINT EQUI	GREAT LAKES TESTING, INC.	Linear Foot Ground Ladder	94236	09/27/2017	997.50
Total 100525220244:					1,522.50	
<b>100525220248</b>						
100-525220-248	FIRE - REPAIR MAINT BLDG	ALSCO	ALSCO - FIRE DEPT CUSTOMER #012470	IMIL1248736	09/27/2017	75.32
100-525220-248	FIRE - REPAIR MAINT BLDG	MENARDS	Acct # 32120264 - Fire House Supplies	44776	09/27/2017	12.69
100-525220-248	FIRE - REPAIR MAINT BLDG	MENARDS	Acct # 32120264 - Fire House Supplies	45207	10/02/2017	13.69
Total 100525220248:					101.70	
<b>100525220293</b>						
100-525220-293	FIRE - FIRE PREVENTION	THE FIREFIGHTER'S DAUGHTER	Supplies	2044	10/02/2017	1,849.31
Total 100525220293:					1,849.31	
<b>100525220295</b>						
100-525220-295	Medical Service/Supply	EMERGENCY MED. PRODUCTS	Medstorm Triton SE Gloves	1936160	09/21/2017	177.50
Total 100525220295:					177.50	
<b>100525220310</b>						
100-525220-310	FIRE - OFFICE SUPPLIES	COMPLETE OFFICE OF WISCO	Office Supplies	163651	10/06/2017	10.42
Total 100525220310:					10.42	
<b>100525231298</b>						
100-525231-298	BLDG INSP - CONTRACT	MUNICIPAL SERVICES, LLC	MUNICIPAL SERVICES INSPECTIONS	201756	09/28/2017	299.25
100-525231-298	BLDG INSP - CONTRACT	Safebuilt, LLC	Code Enforcement Services	0035026-IN	09/30/2017	330.00
Total 100525231298:					629.25	
<b>100535321159</b>						
100-535321-159	STREETS - CLOTHING ALL	ALSCO	ALSCO DPW (split) Customer # 074780	IMIL1248745	09/27/2017	78.03
100-535321-159	STREETS - CLOTHING ALL	ALSCO	ALSCO DPW (split) Customer # 074780	IMIL1251082	10/04/2017	141.39
Total 100535321159:					219.42	
<b>100535321211</b>						
100-535321-211	STREETS - PHYSICALS	AURORA HEALTH CARE	Acct #600003828 (split)	280018	09/24/2017	228.00
Total 100535321211:					228.00	

GL Account and Title	Vendor Name	Description	Invoice Number	Invoice Date	Net Invoice Amount	Date Paid
<b>100535321248</b>						
100-535321-248 STREETS REP & MAINT BL	ALSCO	ALSCO DPW (split) Customer # 074781	IMIL1251083	10/04/2017	12.05	
Total 100535321248:					12.05	
<b>100535321298</b>						
100-535321-298 STREETS - CONTRACT SER	ORGANIZATION DEVELOPMEN	DPW Director (split)	12063	09/29/2017	75.00	
100-535321-298 STREETS - CONTRACT SER	RACINE CO PUBLIC WORKS	AUGUST 2017 Expenditures	1064	09/18/2017	1,689.71	
100-535321-298 STREETS - CONTRACT SER	SHERWIN INDUSTRIES, INC.	Fiber Mix Bulk	SC039206	09/22/2017	1,181.41	
100-535321-298 STREETS - CONTRACT SER	SIMPLEX GRINNELL LP	Simplex Grinnell DPW Service Work (split)	84114526	09/26/2017	346.67	
Total 100535321298:					3,292.79	
<b>100535321310</b>						
100-535321-310 STREETS - OFF SUPP/POS	QUILL CORPORATION	Quill - Office Supplies (split)	9854191	09/14/2017	81.41	
100-535321-310 STREETS - OFF SUPP/POS	QUILL CORPORATION	Quill - Office Supplies (split)	9947683	09/19/2017	61.39	
Total 100535321310:					142.80	
<b>100535321350</b>						
100-535321-350 STREETS - REP MAINT SUP	FUEL SYSTEMS INC	FUEL SYSTEMS INC.-DPW	487737	09/22/2017	593.23	
100-535321-350 STREETS - REP MAINT SUP	HUMPHREY SERVICE & PARTS,	filter	1155671	09/22/2017	90.00	
100-535321-350 STREETS - REP MAINT SUP	HUMPHREY SERVICE & PARTS,	DPW-CABLE TIES	1155720	09/22/2017	66.72	
100-535321-350 STREETS - REP MAINT SUP	HUMPHREY SERVICE & PARTS,	DPW-CABLE TIES	1155916	09/26/2017	44.48	
100-535321-350 STREETS - REP MAINT SUP	J & T SUPPLY COMPANY	J & T SUPPLIES DPW	13256	09/28/2017	187.19	
100-535321-350 STREETS - REP MAINT SUP	LYNCH TRUCK CENTER	Repairs 2007 Chevrolet Silverado	2020509	09/18/2017	310.99	
100-535321-350 STREETS - REP MAINT SUP	MENARDS	Menards Acct 32120266	45214	10/02/2017	11.17	
100-535321-350 STREETS - REP MAINT SUP	MIKE'S REPAIR SERVICE	MIKES REPAIR DPW	24375	09/26/2017	350.00	
100-535321-350 STREETS - REP MAINT SUP	MIKE'S REPAIR SERVICE	MIKES REPAIR DPW	24376	09/27/2017	365.00	
100-535321-350 STREETS - REP MAINT SUP	MOTOR PARTS COMPANY, LLC	stock	296025	10/05/2017	8.18	
100-535321-350 STREETS - REP MAINT SUP	QUILL CORPORATION	QUILL CORP DPW OFFICE SUPPLIES	9878290	09/15/2017	14.99	
100-535321-350 STREETS - REP MAINT SUP	FASTENAL COMPANY	Fastenal- parts	WIBUR27795	09/12/2017	5.02	
100-535321-350 STREETS - REP MAINT SUP	PARTSMASTER	Shop Supplies	23196574	09/20/2017	201.94	
Total 100535321350:					2,248.91	
<b>100535321351</b>						
100-535321-351 STREETS - MAINT CURB,G	GLEASON REDI-MIX	Supplies	256845	09/19/2017	426.29	
Total 100535321351:					426.29	
<b>100545430298</b>						
100-545430-298 ANIMAL SHELTER	WISCONSIN HUMANE SOCIETY	ANIMAL SHELTER CONTRACT SEPT	964	10/01/2017	348.08	
Total 100545430298:					348.08	
<b>10055551159</b>						
100-555551-159 PARKS - CLOTHING	ALSCO	ALSCO DPW (split) Customer # 074780	IMIL1248745	09/27/2017	18.81	
100-555551-159 PARKS - CLOTHING	ALSCO	ALSCO DPW (split) Customer # 074780	IMIL1251082	10/04/2017	18.81	
Total 10055551159:					37.62	
<b>10055551245</b>						
100-555551-245 CEMETERY GROUNDS & M	REINEMANS, INC.	cut key	131952	09/26/2017	5.67	
Total 10055551245:					5.67	
<b>10055551248</b>						
100-555551-248 PARKS - REPAIR MAINT BL	ALSCO	ALSCO DPW (split) Customer # 074781	IMIL1251083	10/04/2017	6.03	

GL Account and Title	Vendor Name	Description	Invoice Number	Invoice Date	Net Invoice Amount	Date Paid
Total 100555551248:					6.03	
<b>100555551298</b>						
100-555551-298	PARKS - OUTSIDE SERVICE	ORGANIZATION DEVELOPME	DPW Director (split)	12063	09/29/2017	75.00
100-555551-298	PARKS - OUTSIDE SERVICE	PATS SERVICES, INC	PATS SANITARY DOG PARK TOILET RENTAL	A-148901	09/15/2017	80.00
100-555551-298	PARKS - OUTSIDE SERVICE	PATS SERVICES, INC	PATS SANITARY RENTAL RIVERSIDE PARK	A-149127	09/19/2017	180.00
100-555551-298	PARKS - OUTSIDE SERVICE	SIMPLEX GRINNELL LP	Simplex Grinnell DPW Service Work (split)	84114526	09/26/2017	173.34
100-555551-298	PARKS - OUTSIDE SERVICE	WATER TOWER CLEAN & COAT	STOP LOG DAM GATES INSTALLATION	WT78098	09/27/2017	8,555.50
Total 100555551298:					9,063.84	
<b>100555551310</b>						
100-555551-310	PARKS - OFFICE SUPP, PO	QUILL CORPORATION	Quill - Office Supplies (split)	9854191	09/14/2017	81.41
Total 100555551310:					81.41	
<b>100555551350</b>						
100-555551-350	PARKS - REPAIR/MTCE SUP	MENARDS	Menards Acct 32120265	44876	09/28/2017	48.94
100-555551-350	PARKS - REPAIR/MTCE SUP	MENARDS	Menards Acct 32120265	45220	10/02/2017	27.42
100-555551-350	PARKS - REPAIR/MTCE SUP	MENARDS	Menards Acct 32120266	45395	10/04/2017	142.58
100-555551-350	PARKS - REPAIR/MTCE SUP	MOTOR PARTS COMPANY, LLC	Unit 520 - PARTS	295862	10/02/2017	27.48
100-555551-350	PARKS - REPAIR/MTCE SUP	REINEMANS, INC.	bar oil	126588	06/29/2017	70.16
100-555551-350	PARKS - REPAIR/MTCE SUP	REINEMANS, INC.	woodcutter bar & chain	132293	10/02/2017	14.39
100-555551-350	PARKS - REPAIR/MTCE SUP	REINEMANS, INC.	hardware	132448	10/04/2017	8.78
100-555551-350	PARKS - REPAIR/MTCE SUP	BUMPER TO BUMPER BURLING	MARKER LAMP	1-331195	09/21/2017	13.72
100-555551-350	PARKS - REPAIR/MTCE SUP	BUMPER TO BUMPER BURLING	MICRO-V BELTS	1-331242	09/22/2017	51.80
Total 100555551350:					405.27	
<b>100555561298</b>						
100-555561-298	FORESTRY-CONTRACT SE	ARBOR FOREST PRODUCTS &	2 1/2" Thick 11" Wide x 8'4"	2950	09/29/2017	2,481.60
Total 100555561298:					2,481.60	
<b>100575710297</b>						
100-575710-297	GARBAGE- CONTRACT SVC	JOHNS DISPOSAL SERVICE IN	CONTRACTED BILLING/RECYCLE	140630	09/25/2017	8,463.84
100-575710-297	GARBAGE- CONTRACT SVC	JOHNS DISPOSAL SERVICE IN	Riverview Manor (split)	141609	09/29/2017	108.00
Total 100575710297:					8,571.84	
<b>100575710298</b>						
100-575710-298	GARBAGE - CONTRACT SV	JOHNS DISPOSAL SERVICE IN	CONTRACTED BILLING/GARBAGE	140630	09/25/2017	30,264.64
100-575710-298	GARBAGE - CONTRACT SV	JOHNS DISPOSAL SERVICE IN	Riverview Manor (split)	141609	09/29/2017	371.00
Total 100575710298:					30,635.64	
<b>251555511247</b>						
251-555511-247	REPAIR,MAINTENANCE BUI	MENARDS	Library- Building Supplies	092517MEN	09/26/2017	21.88
251-555511-247	REPAIR,MAINTENANCE BUI	REINEMANS, INC.	Supplies	129955	09/26/2017	16.19
251-555511-247	REPAIR,MAINTENANCE BUI	REINEMANS, INC.	bldg supplies	131414	09/26/2017	83.75
251-555511-247	REPAIR,MAINTENANCE BUI	REINEMANS, INC.	NEW KEY CUT	131622	09/26/2017	5.67
251-555511-247	REPAIR,MAINTENANCE BUI	REINEMANS, INC.	SHELF MOVING SUPPLIES	131763	09/26/2017	8.48
251-555511-247	REPAIR,MAINTENANCE BUI	ARTISTIC CLEANERS	Library carpet cleaning	21463	09/26/2017	2,230.35
Total 251555511247:					2,366.32	
<b>251555511310</b>						
251-555511-310	OFFICE SUPPLIES, POSTA	BURLINGTON AREA SCHOOL D	BASD LIBRARY PAPER	92817	09/28/2017	63.12

GL Account and Title	Vendor Name	Description	Invoice Number	Invoice Date	Net Invoice Amount	Date Paid
251-555511-310 OFFICE SUPPLIES, POSTA	DEMCO	Tech Services Supplies	6199209	09/26/2017	199.95	
251-555511-310 OFFICE SUPPLIES, POSTA	LAKESHORE LIBRARY SYSTEM	2 BOXES RECEIPT PAPER	1860LLS	09/26/2017	108.00	
251-555511-310 OFFICE SUPPLIES, POSTA	LAKESHORE LIBRARY SYSTEM	2 BOXES LIBRARY BAGS	1870LLS	09/26/2017	204.00	
251-555511-310 OFFICE SUPPLIES, POSTA	RICHTER'S MARKETPLACE	Richter's Marketplace - Library	082217RM	09/26/2017	57.75	
251-555511-310 OFFICE SUPPLIES, POSTA	LINDENMEYR MUNROE	LINDENMEYR ENVELOPES LIBRARY	95599037	09/26/2017	1,118.00	
251-555511-310 OFFICE SUPPLIES, POSTA	AMAZON.COM/GE MONEY	GENERAL SUPPLIES-BATTERIES	0917AMAZ4	09/26/2017	30.95	
251-555511-310 OFFICE SUPPLIES, POSTA	MINUTEMAN PRESS OF BURLI	Library - NAME TAG	32286	09/26/2017	14.00	
251-555511-310 OFFICE SUPPLIES, POSTA	STAPLES BUSINESS ADVANTA	STAPLES LIBRARY SUPPLIES	8046280580	09/26/2017	53.48	
Total 251555511310:					1,849.25	
<b>251555511312</b>						
251-555511-312 COMPUTER SUPPLIES	LAKESHORE LIBRARY SYSTEM	Tech SERVICES/MILEAGE FEE	1860LLS3	09/26/2017	52.28	
251-555511-312 COMPUTER SUPPLIES	LAKESHORE LIBRARY SYSTEM	SIGNATURE CAPTURE PAD	1866LLS	09/26/2017	318.99	
251-555511-312 COMPUTER SUPPLIES	LAKESHORE LIBRARY SYSTEM	WIRELESS ROUTER	1866LLS2	09/26/2017	97.99	
Total 251555511312:					469.26	
<b>251555511318</b>						
251-555511-318 AUTOMATION	LAKESHORE LIBRARY SYSTEM	NETGEAR 5-PORT ETHERNET	1860LLS2	09/26/2017	29.72	
251-555511-318 AUTOMATION	AMAZON.COM/GE MONEY	RECEIPT PRINTER	0917AMAZ5	09/26/2017	261.10	
Total 251555511318:					290.82	
<b>251555511327</b>						
251-555511-327 MATERIALS	BAKER & TAYLOR	Children's Material	2033139405	09/26/2017	1,306.27	
251-555511-327 MATERIALS	BAKER & TAYLOR	BAKER & TAYLOR MATERIALS	2033148504	09/26/2017	2,483.99	
251-555511-327 MATERIALS	BAKER & TAYLOR CONT. SERV	CHILDREN'S MATERIALS	5014670701	09/26/2017	28.98	
251-555511-327 MATERIALS	BAKER & TAYLOR CONT. SERV	BAKER & TAYLOR LIBRARY MATERIALS	5014677053	09/26/2017	120.00	
251-555511-327 MATERIALS	BAKER & TAYLOR CONT. SERV	reference materials	5014691098	09/26/2017	22.49	
251-555511-327 MATERIALS	CENTER POINT LARGE PRINT	Large Print Material	1502247	09/26/2017	316.44	
251-555511-327 MATERIALS	MARSHALL CAVENDISH CORP	CHILDREN'S MATERIALS	3031741	09/26/2017	195.54	
251-555511-327 MATERIALS	SCHOLASTIC, INC	children's materials	15591274	09/26/2017	152.10	
251-555511-327 MATERIALS	AMAZON.COM/GE MONEY	Childrens Materials	0917AMAZ1	09/26/2017	60.36	
251-555511-327 MATERIALS	AMAZON.COM/GE MONEY	Materials	0917AMAZ3	09/26/2017	8.66	
251-555511-327 MATERIALS	MIDWEST TAPE, LLC	audiobooks	95387304	09/26/2017	124.97	
251-555511-327 MATERIALS	MIDWEST TAPE, LLC	DVD's	95410560	09/26/2017	460.78	
251-555511-327 MATERIALS	MIDWEST TAPE, LLC	children's DVD's	95410562	09/26/2017	121.90	
251-555511-327 MATERIALS	MIDWEST TAPE, LLC	Music CD's	95410564	09/26/2017	104.93	
251-555511-327 MATERIALS	TASTE OF HOME	TASTE OF HOME COOKBOOKS	0917TOH	09/26/2017	34.66	
Total 251555511327:					5,542.07	
<b>453565616826</b>						
453-565616-826 2017 Lewis Street Project	SOUTHERN LAKES NEWSPAPE	Bids: Lewis Street Wall	295547	09/28/2017	89.09	
Total 453565616826:					89.09	
<b>501514900000</b>						
501-514900-000 ADMINISTRATIVE EXPENSE	DIRECTPATH	Monthly fee for Advocacy Serv	AT37326	10/01/2017	168.00	
Total 501514900000:					168.00	
<b>621575740159</b>						
621-575740-159 CLOTHING ALLOWANCE	ALSCO	ALSCO WWTP (split) Cust # 012230	IMIL1248747	09/27/2017	78.94	
621-575740-159 CLOTHING ALLOWANCE	ALSCO	ALSCO WWTP (split) Cust # 012230	IMIL1251085	10/04/2017	76.95	
Total 621575740159:					155.89	

GL Account and Title	Vendor Name	Description	Invoice Number	Invoice Date	Net Invoice Amount	Date Paid
<b>621575740244</b>						
621-575740-244	REPAIRS,MAINT EQUIPMEN	ALSCO	ALSCO WWTP (split) Cust # 012230	IMIL1248747	09/27/2017	14.91
621-575740-244	REPAIRS,MAINT EQUIPMEN	ALSCO	ALSCO WWTP Cust # 012231 (split)	IMIL1248748	09/27/2017	130.61
621-575740-244	REPAIRS,MAINT EQUIPMEN	ALSCO	ALSCO WWTP (split) Cust # 012230	IMIL1251085	10/04/2017	14.91
621-575740-244	REPAIRS,MAINT EQUIPMEN	ELKHORN CHEMICAL & PACKA	Janitor Supplies	592186	09/27/2017	239.71
621-575740-244	REPAIRS,MAINT EQUIPMEN	REINEMANS, INC.	signs	132172	09/29/2017	7.96
621-575740-244	REPAIRS,MAINT EQUIPMEN	REINEMANS, INC.	bit set	132373	10/03/2017	11.69
621-575740-244	REPAIRS,MAINT EQUIPMEN	WELDERS SUPPLY COMPANY	WELDERS SUPPLY- WWTP	475262	09/29/2017	22.20
Total 621575740244:						441.99
<b>621575740249</b>						
621-575740-249	LABORATORY	ALSCO	ALSCO WWTP (split) Cust # 012230	IMIL1248747	09/27/2017	5.10
621-575740-249	LABORATORY	ALSCO	ALSCO WWTP Cust # 012231 (split)	IMIL1248748	09/27/2017	90.89
621-575740-249	LABORATORY	ALSCO	ALSCO WWTP (split) Cust # 012230	IMIL1251085	10/04/2017	5.10
Total 621575740249:						101.09
<b>621575740253</b>						
621-575740-253	PHOSPHATE REMOVAL	KEMIRA WATER SOLUTIONS	KEMIRA WWTP FERROUS CHLORIDE	9017562336	09/27/2017	2,147.05
Total 621575740253:						2,147.05
<b>621575740254</b>						
621-575740-254	SLUDGE REMOVAL	PATS SERVICES, INC	Pats Services - Bio-Solids Applied	775654	09/18/2017	17,290.00
Total 621575740254:						17,290.00
<b>621575740298</b>						
621-575740-298	CONTRACT SERVICE	BAXTER & WOODMAN, INC.	170146.30 Operational Evaluation & Study of Feasibl	0194955	09/22/2017	1,202.50
621-575740-298	CONTRACT SERVICE	ORGANIZATION DEVELOPMEN	DPW Director (split)	12063	09/29/2017	75.00
Total 621575740298:						1,277.50
<b>621575740310</b>						
621-575740-310	OFFICE SUPPLIES, POSTA	BEAR GRAPHICS, INC.	BEAR GRAPHICS ENVELOPE #10 (split)	0780677	09/22/2017	139.78
621-575740-310	OFFICE SUPPLIES, POSTA	BURLINGTON AREA SCHOOL D	BASD WWTP PAPER	92817	09/28/2017	21.04
Total 621575740310:						160.82
<b>621575740353</b>						
621-575740-353	REPAIR & MAINT LIFT STAT	EVOQUA WATER TECHNOLOGI	BIOXIDE WWTP ODOR CONTROL	903258833	09/19/2017	1,380.25
Total 621575740353:						1,380.25
<b>621575740359</b>						
621-575740-359	SANITARY SEWER REPAIR,	DIGGERS HOTLINE, INC	DIGGERS HOTLINE 42701	170 9 42701	09/30/2017	206.19
Total 621575740359:						206.19
<b>621575740374</b>						
621-575740-374	SAFETY	AURORA HEALTH CARE	Acct #600003828 (split)	280018	09/24/2017	400.00
Total 621575740374:						400.00
<b>622506250000</b>						
622-506250-000	MAINTENANCE-SUPPLIES	MENARDS	Menards Acct 32120265	44168	09/20/2017	21.08

GL Account and Title	Vendor Name	Description	Invoice Number	Invoice Date	Net Invoice Amount	Date Paid
Total 622506250000:					21.08	
<b>622506310000</b>						
622-506310-000 CHEMICALS	HAWKINS, INC	CHEMICALS FOR WELL SITES	4153602 RI	09/19/2017	3,592.46	
Total 622506310000:					3,592.46	
<b>622506510000</b>						
622-506510-000 MAINS, WATER BREAKS-SU	DIGGERS HOTLINE, INC	DIGGERS HOTLINE 42701	170 9 42701	09/30/2017	206.19	
Total 622506510000:					206.19	
<b>622506520000</b>						
622-506520-000 SERVICE-SUPPLIES	CORE & MAIN LP	HD Supply - Water Dept	H655927	09/15/2017	1,463.19	
Total 622506520000:					1,463.19	
<b>622506530000</b>						
622-506530-000 METERS, REPAIRS & TESTI	BADGER METER, INC.	Beacon Monthly MBL Hosting Serv	80014988	09/29/2017	188.95	
Total 622506530000:					188.95	
<b>622509030000</b>						
622-509030-000 OFFICE SUPPLIES	ALSCO	ALSCO WATER DEPT	IMIL1248746	09/27/2017	32.19	
622-509030-000 OFFICE SUPPLIES	ALSCO	ALSCO DPW - Water Customer #025570	IMIL1251084	10/04/2017	32.19	
Total 622509030000:					64.38	
<b>622509210000</b>						
622-509210-000 OFFICE SUPPLY	BEAR GRAPHICS, INC.	BEAR GRAPHICS ENVELOPE #10 (split)	0780677	09/22/2017	139.78	
Total 622509210000:					139.78	
<b>622509230000</b>						
622-509230-000 OUTSIDE SERVICES	BAXTER & WOODMAN, INC.	140318.60 Radium Compliance Construction Service	0195115	09/26/2017	4,300.00	
622-509230-000 OUTSIDE SERVICES	ORGANIZATION DEVELOPMEN	DPW Director (split)	12063	09/29/2017	75.00	
622-509230-000 OUTSIDE SERVICES	MUNICIPAL SERVICES, LLC	Cross Connection	201762	10/02/2017	128.25	
Total 622509230000:					4,503.25	
<b>622509250000</b>						
622-509250-000 EDUCATION-SUPPLIES	AURORA HEALTH CARE	Acct #600003828 (split)	280018	09/24/2017	360.00	
Total 622509250000:					360.00	
<b>622509330000</b>						
622-509330-000 TRANSPORTATION-SUPPLI	LOIS TIRE SHOP, INC.	2015 Chevy Silverado (90523)	410597	10/02/2017	197.49	
Total 622509330000:					197.49	
<b>622509350000</b>						
622-509350-000 GENERAL PLANT-SUPPLIE	ALSCO	ALSCO DPW (split) Customer # 074781	IMIL1251083	10/04/2017	12.05	
622-509350-000 GENERAL PLANT-SUPPLIE	SIMPLEX GRINNELL LP	Simplex Grinnell DPW Service Work (split)	84114526	09/26/2017	346.67	
Total 622509350000:					358.72	
<b>623575740242</b>						
623-575740-242 REPAIR, MAINTENANCE EQ	HUGHES ELECTRIC, INC	Repairs: runway & taxiway lights	11328	08/21/2017	390.00	

GL Account and Title	Vendor Name	Description	Invoice Number	Invoice Date	Net Invoice Amount	Date Paid
623-575740-242 REPAIR,MAINTENANCE EQ	BURLINGTON DEVELOPMENT	JME INVOICE 0517977-IN	2017OCT	10/01/2017	395.73	
Total 623575740242:					785.73	
<b>623575740245</b>						
623-575740-245 REPAIR,MAINTENANCE GR	F & W LANDSCAPE SPEC.	F & W LANDSCAPE AIRPORT CUTTING	190	09/01/2017	1,800.00	
623-575740-245 REPAIR,MAINTENANCE GR	F & W LANDSCAPE SPEC.	F & W LANDSCAPE AIRPORT CUTTING	208	10/01/2017	1,200.00	
Total 623575740245:					3,000.00	
<b>623575740265</b>						
623-575740-265 Airport Fly-In	CERTUS AIRCRAFT, INC	EAA Chapter 18	091717	09/17/2017	1,300.69	
Total 623575740265:					1,300.69	
<b>623575740298</b>						
623-575740-298 CONTRACT SERVICES	MEISNER, GARY	MEISNER AIRPORT MANAGER OCT BILLING	2017OCT	10/09/2017	319.30	
623-575740-298 CONTRACT SERVICES	BURLINGTON DEVELOPMENT	TIME WARNER	2017OCT	10/01/2017	183.00	
623-575740-298 CONTRACT SERVICES	BURLINGTON DEVELOPMENT	Pat's Sanitary Service	2017OCT	10/01/2017	35.97	
623-575740-298 CONTRACT SERVICES	BURLINGTON DEVELOPMENT	Outside Service - Cleaning	2017OCT	10/01/2017	120.42	
623-575740-298 CONTRACT SERVICES	BURLINGTON DEVELOPMENT	pest control services	2017OCT	10/01/2017	55.00	
623-575740-298 CONTRACT SERVICES	MEISNER AIRCRAFT, INC.	Meisner reimbursement for catering	187552	10/05/2017	481.95	
Total 623575740298:					1,195.64	
<b>623575740310</b>						
623-575740-310 OPERATING SUPPLIES	BURLINGTON DEVELOPMENT	kitchen/hangar supplies	2017OCT	10/01/2017	119.40	
Total 623575740310:					119.40	
Grand Totals:					172,783.49	

Dated: \_\_\_\_\_

Motion for Approval by: \_\_\_\_\_

Motion Seconded by: \_\_\_\_\_



**DATE:** October 17, 2017

**SUBJECT:** LICENSES AND PERMITS

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

---

**BACKGROUND/HISTORY:**

**1. Operator's License Applications** 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.

**Applicants are as follows:**

Aschauer, Danelle  
Ayala, Liliana  
Biehn, Helena

**2. SpecialEvents**

Burlington Wine Walk - Burlington Chamber of Commerce - November 18, 2017  
Annual Christmas Parade - Burlington Chamber of Commerce - December 1, 2017

**BUDGET/FISCAL IMPACT:**

Applicants are charged an administrative fee of which a portion of the funds are applied towards background checks performed by the police department. Liquor license fees for businesses are calculated on a case by case basis depending on the type of license applied for (noted above).

**RECOMMENDATION:**

Staff recommends that Council approve the submitted licenses and permits.

**TIMING/IMPLEMENTATION:**

This item is scheduled for consideration at the October 17, 2017 Common Council meeting.

---



**COMMON COUNCIL REGULAR**

**ITEM NUMBER 13A**

**DATE:** October 17, 2017

**SUBJECT:** RESOLUTION 4865(23) - Resolution Providing for the Sale of Approximately \$1,495,000 General Obligation Promissory Notes.

**SUBMITTED BY:** Steven DeQuaker, Finance Director

**BACKGROUND/HISTORY:**

The flood of July 2017 damaged or destroyed parts of the City with flash flooding, water/sewer backups and high ground water tables.

As a result of the flooding, several parts of City infrastructure, parks, park shelters & bathrooms, well houses and Sewer treatment plant were also damaged or destroyed. Police Department basement saw significant damage including: Police Radio, 911/Dispatch and Data Server electronics, HVAC Mechanical Equipment and controls, tools, evidence, personnel records, conference room and exercise area had over five feet of water, submerging and destroying 90% of the items and mechanicals contained there. City Hall basement also had three plus feet of water, damaging building inspector plans and City records.

The attached resolution has been prepared by the City's Bond Counsel, Quarles & Brady for consideration.

Total costs are estimated at 1.8 million dollars. City Insurance paid out a claim for water/sewer backup and tools replacement in the amount of \$105,000. The City has also submitted invoices and damage estimates to the Wisconsin Department of Transportation Disaster Damage Aid in the amount of \$100,000 and to the Wisconsin Disaster Fund in the amount of \$83,000. Both of these programs only reimburse 70 to 75 percent of covered damages.

Ehlers, Inc. was contacted to help the City finance the repair and replacement of the remaining uncovered damages. This would help to minimize the general fund impact on expenditures to recover from the flood.

**BUDGET/FISCAL IMPACT:**

General Obligation Debt Service based on Level Principal would cost \$12,000 less than Level Debt Service over the life of the note. Level Debt Service would have a more consistent Debt Levy over the life of the note.

**RECOMMENDATION:**

Staff recommends authorizing Ehler's to procure a Note to pay for damages. The amortization to be used would be Level Principal to minimize the overall cost of the Note over the life of the loan.

**TIMING/IMPLEMENTATION:**

This item was presented at the October 17, 2017 Committee of the Whole meeting and due to the timeliness of the sale of the Note is scheduled the same night for final consideration.

**Attachments**

Res 4865(23) Ehlers Note Flood Damage  
1.4M Note Preliminary Debt Service

**RESOLUTION PROVIDING FOR THE SALE OF APPROXIMATELY  
\$1,495,000 GENERAL OBLIGATION PROMISSORY NOTES**

**WHEREAS**, the City of Burlington, Racine and Walworth Counties, Wisconsin (the "City") is presently in need of approximately \$1,495,000 for public purposes, including financing capital projects related to flood recovery; and

**WHEREAS** it is desirable to borrow said funds through the issuance of general obligation promissory notes pursuant to Section 67.12(12), Wisconsin Statutes.

**NOW, THEREFORE, BE IT RESOLVED that:**

Section 1. The Notes. The City shall issue its General Obligation Promissory Notes (the "Notes") in the approximate amount of \$1,495,000 for the purpose above specified.

Section 2. Sale of Notes. The Common Council hereby authorizes and directs that the Notes be offered for public sale. At a subsequent meeting, the Common Council shall consider such bids for the Notes as may have been received and take action thereon.

Section 3. Notice of Note Sale. The City Clerk (in consultation with Ehlers & Associates, Inc. ("Ehlers")) be and hereby is directed to cause notice of the sale of the Notes to be disseminated in such manner and at such times as the City Clerk may determine and to cause copies of a complete Notice of Sale and other pertinent data to be forwarded to interested bidders as the City Clerk may determine.

Section 4. Official Statement. The City Clerk shall cause an Official Statement concerning the Notes to be prepared by Ehlers. The appropriate City officials shall determine when the Official Statement is final for purposes of Securities and Exchange Commission Rule 15c2-12 and shall certify said Official Statement, such certification to constitute full authorization of such Official Statement under this resolution.

Section 5. Conflicting Resolutions; Severability; Effective Date. All prior resolutions, rules or other actions of the Common Council or any parts thereof in conflict with the provisions hereof shall be, and the same are, hereby rescinded insofar as the same may so conflict. In the event that any one or more provisions hereof shall for any reason be held to be illegal or invalid, such illegality or invalidity shall not affect any other provisions hereof. The foregoing shall take effect immediately upon adoption and approval in the manner provided by law.

Adopted, approved and recorded October 17, 2017

\_\_\_\_\_  
Jeannie Hefty  
Mayor

Attest:

\_\_\_\_\_  
Diahnn C. Halbach  
City Clerk

(SEAL)



**EHLERS**  
LEADERS IN PUBLIC FINANCE

Capital Plan	2016		2017		GO Notes	2018		2019	2020	Future
	GO	Sewer REV	GO	Sewer REV		GO	Sewer REV			
General	0									
Police Department	0									
Fire Department	153,000								3,500,000	761,566
Public Works		1,166,263				850,000		520,000	510,000	
Pool		5,284,000								
Parks		168,000								
Miscellaneous		0		0						
Sewer			862,447				585,000		180,000	
Water	1,400,000	274,109				335,000			165,000	
Refunding 2007 GO Bonds		1,179,465								
Less Debt Service Funds on Hand		(25,055)								
Flood Recovery Projects					1,432,519					
Underwriter's premium (Built into Rates)		(212,109)								
Premium Deposit to Debt Service		8,893								
Offsetting Funds	(153,000)								(1,000,000)	
Capital Needs	1,400,000	7,843,567	1,447,447	1,432,519	1,705,000	520,000	3,355,000	761,566		
Borrowing Costs	43,500	150,524	160,553	60,125	52,800		103,800	24,450		
Funds Needed	1,443,500	7,994,092	1,608,000	1,492,644	1,757,800		3,458,800	786,016		
Est. Interest Earnings .0025		(4,314)	(905)	(239)						
Rounding	6,500	222	2,905	2,595	2,200		1,200	28,984		
<b>Total Borrowing</b>	<b>1,450,000</b>	<b>7,990,000</b>	<b>1,610,000</b>	<b>1,495,000</b>	<b>1,760,000</b>		<b>3,460,000</b>	<b>815,000</b>		
SDWF										



Flood Recovery Notes - 2017D

Fiscal Year	Existing Debt Payments	2017A GO Bonds			2017C GO Notes			2018 GO Bonds			2020 GO Bonds			Sewer	Water	Misc. Adjustments	Net Debt Payments	Equalized Value	Tax Rate	2017C Only	Fiscal Year
2016	406,444																406,444	666,283,100	0.61		2016
2017	438,124																438,124	686,712,400	0.64		2017
2018	461,568	220,000	2.00%	282,912	145,000	1.25%	21,243							0	(33,390)		1,164,112	699,588,258	1.66	0.24	2018
2019	449,512	435,000	2.00%	202,444	140,000	1.35%	24,273	75,000	2.75%	89,850				0	(71,638)		1,487,716	881,872,337	1.69	0.19	2019
2020	462,653	560,000	2.00%	192,494	140,000	1.45%	22,313	200,000	2.75%	55,775				0	(69,938)		1,703,171	898,407,444	1.90	0.18	2020
2021	449,964	500,000	2.00%	181,894	145,000	1.55%	20,174	75,000	2.75%	51,994	135,000	3.25%	202,763	(24,675)	(92,556)		1,879,019	915,252,583	2.05	0.18	2021
2022	456,515	480,000	2.00%	172,094	145,000	1.70%	17,818	75,000	2.75%	49,931	175,000	3.25%	129,406	(20,881)	(87,681)		1,809,326	932,413,569	1.94	0.17	2022
2023	359,004	510,000	2.00%	162,194	150,000	1.85%	15,198	75,000	2.75%	47,869	175,000	3.25%	123,719	(20,394)	(90,819)		1,729,195	991,896,324	1.74	0.17	2023
2024	392,273	500,000	2.50%	150,844	150,000	2.00%	12,310	75,000	2.75%	45,806	175,000	3.25%	118,031	(24,825)	(88,831)		1,732,920	1,010,494,380	1.71	0.16	2024
2025	374,968	485,000	2.50%	138,531	155,000	2.15%	9,144	75,000	3.25%	43,556	175,000	3.25%	112,344	(24,175)	(86,694)		1,679,411	1,029,441,149	1.63	0.16	2025
2026	377,314	460,000	3.00%	125,569	160,000	2.25%	5,678	75,000	3.25%	41,119	175,000	3.25%	106,656	(23,525)	(84,406)		1,634,266	1,048,743,171	1.56	0.16	2026
2027	378,995	450,000	3.00%	111,919	165,000	2.35%	1,939	75,000	3.75%	38,494	200,000	3.75%	100,063	(22,825)	(86,838)		1,631,071	1,068,407,105	1.53	0.16	2027
2028	228,391	375,000	3.00%	99,544				85,000	3.75%	35,494	200,000	3.75%	92,563	(22,075)	(54,513)		1,192,579	1,088,439,738	1.10		2028
2029	387,149	340,000	3.00%	88,819				80,000	3.75%	32,400	200,000	4.25%	84,563	(21,275)	(47,681)		1,281,886	1,108,847,984	1.16		2029
2030	386,998	375,000	3.00%	78,094				80,000	3.75%	29,400	200,000	4.25%	76,063	(20,425)	(45,894)		1,291,873	1,129,638,883	1.14		2030
2031	401,494	375,000	3.00%	66,844				75,000	3.75%	26,494	200,000	4.25%	67,563	0	0		1,212,394	1,150,819,612	1.05		2031
2032	405,600	350,000	3.00%	55,969				75,000	3.75%	23,681	175,000	4.25%	59,594	0	0		1,144,844	1,172,397,480	0.98		2032
2033		325,000	3.00%	45,844				75,000	3.75%	20,869	175,000	4.25%	52,156	0	0		693,869	1,194,379,933	0.58		2033
2034		325,000	3.13%	35,891				100,000	3.75%	17,588	175,000	4.25%	44,719	0	0		698,197	1,216,774,557	0.57		2034
2035		325,000	3.25%	25,531				100,000	3.88%	13,775	175,000	4.25%	37,281	0	0		676,588	1,239,589,079	0.55		2035
2036		300,000	3.38%	15,188				100,000	4.00%	9,838	150,000	4.25%	30,375	0	0		605,400	1,262,831,375	0.48		2036
2037		300,000	3.38%	5,063				100,000	4.13%	5,775	150,000	4.38%	23,906	0	0		584,744	1,286,509,463	0.45		2037
2038								90,000	4.13%	1,856	150,000	4.50%	17,250	0	0		259,106	1,310,631,515	0.20		2038
2039											150,000	4.63%	10,406	0			160,406	1,335,205,856	0.12		2039
2040											150,000	4.63%	3,469	0			153,469	1,360,240,966	0.11		2040
2041																0	1,385,745,484	0.00		2041	
	6,816,962	7,990,000		2,237,677	1,495,000	150,087		1,760,000	535,938		3,460,000	1,492,888		(225,075)	(940,878)	0	27,250,129				

Pre Sale Estimate  
Difference

Equalized Value based on average      0.88% plus      0.00% plus      1.00% inflationary growth



Flood Recovery Notes - 2017D

Fiscal Year	Existing Debt Payments	2017A GO Bonds			2017C GO Notes			2018 GO Bonds			2020 GO Bonds			Sewer	Water	Misc. Adjustments	Net Debt Payments	Equalized Value	Tax Rate	2017C Only	Fiscal Year
2016	406,444																406,444	666,283,100	0.61		2016
2017	438,124																438,124	686,712,400	0.64		2017
2018	461,568	220,000	2.00%	282,912	100,000	1.25%	22,088							0	(33,390)		1,119,957	699,588,258	1.60	0.17	2018
2019	449,512	435,000	2.00%	202,444	120,000	1.35%	25,658	75,000	2.75%	89,850				0	(71,638)		1,469,101	881,872,337	1.67	0.17	2019
2020	462,653	560,000	2.00%	192,494	135,000	1.45%	23,869	200,000	2.75%	55,775				0	(69,938)		1,699,728	898,407,444	1.89	0.18	2020
2021	449,964	500,000	2.00%	181,894	140,000	1.55%	21,805	75,000	2.75%	51,994	135,000	3.25%	202,763	(24,675)	(92,556)		1,875,650	915,252,583	2.05	0.18	2021
2022	456,515	480,000	2.00%	172,094	140,000	1.70%	19,530	75,000	2.75%	49,931	175,000	3.25%	129,406	(20,881)	(87,681)		1,806,038	932,413,569	1.94	0.17	2022
2023	359,004	510,000	2.00%	162,194	150,000	1.85%	16,953	75,000	2.75%	47,869	175,000	3.25%	123,719	(20,394)	(90,819)		1,730,950	991,896,324	1.75	0.17	2023
2024	392,273	500,000	2.50%	150,844	170,000	2.00%	13,865	75,000	2.75%	45,806	175,000	3.25%	118,031	(24,825)	(88,831)		1,754,475	1,010,494,380	1.74	0.18	2024
2025	374,968	485,000	2.50%	138,531	175,000	2.15%	10,284	75,000	3.25%	43,556	175,000	3.25%	112,344	(24,175)	(86,694)		1,700,551	1,029,441,149	1.65	0.18	2025
2026	377,314	460,000	3.00%	125,569	175,000	2.25%	6,434	75,000	3.25%	41,119	175,000	3.25%	106,656	(23,525)	(84,406)		1,650,023	1,048,743,171	1.57	0.17	2026
2027	378,995	450,000	3.00%	111,919	190,000	2.35%	2,233	75,000	3.75%	38,494	200,000	3.75%	100,063	(22,825)	(86,838)		1,656,365	1,068,407,105	1.55	0.18	2027
2028	228,391	375,000	3.00%	99,544				85,000	3.75%	35,494	200,000	3.75%	92,563	(22,075)	(54,513)		1,192,579	1,088,439,738	1.10		2028
2029	387,149	340,000	3.00%	88,819				80,000	3.75%	32,400	200,000	4.25%	84,563	(21,275)	(47,681)		1,281,886	1,108,847,984	1.16		2029
2030	386,998	375,000	3.00%	78,094				80,000	3.75%	29,400	200,000	4.25%	76,063	(20,425)	(45,894)		1,291,873	1,129,638,883	1.14		2030
2031	401,494	375,000	3.00%	66,844				75,000	3.75%	26,494	200,000	4.25%	67,563	0	0		1,212,394	1,150,819,612	1.05		2031
2032	405,600	350,000	3.00%	55,969				75,000	3.75%	23,681	175,000	4.25%	59,594	0	0		1,144,844	1,172,397,480	0.98		2032
2033		325,000	3.00%	45,844				75,000	3.75%	20,869	175,000	4.25%	52,156	0	0		693,869	1,194,379,933	0.58		2033
2034		325,000	3.13%	35,891				100,000	3.75%	17,588	175,000	4.25%	44,719	0	0		698,197	1,216,774,557	0.57		2034
2035		325,000	3.25%	25,531				100,000	3.88%	13,775	175,000	4.25%	37,281	0	0		676,588	1,239,589,079	0.55		2035
2036		300,000	3.38%	15,188				100,000	4.00%	9,838	150,000	4.25%	30,375	0	0		605,400	1,262,831,375	0.48		2036
2037		300,000	3.38%	5,063				100,000	4.13%	5,775	150,000	4.38%	23,906	0	0		584,744	1,286,509,463	0.45		2037
2038								90,000	4.13%	1,856	150,000	4.50%	17,250	0	0		259,106	1,310,631,515	0.20		2038
2039											150,000	4.63%	10,406	0			160,406	1,335,205,856	0.12		2039
2040											150,000	4.63%	3,469	0			153,469	1,360,240,966	0.11		2040
2041																0	1,385,745,484	0.00		2041	
	6,816,962	7,990,000		2,237,677	1,495,000	162,717		1,760,000	535,938		3,460,000	1,492,888		(225,075)	(940,878)	0	27,262,758				

Pre Sale Estimate  
Difference

Equalized Value based on average      0.88% plus      0.00% plus      1.00% inflationary growth



**COMMON COUNCIL REGULAR**

**ITEM NUMBER 13B**

**DATE:** October 17, 2017

**SUBJECT:** RESOLUTION 4867(25) - to reject all bids for the Lewis Street Wall Project.

**SUBMITTED BY:** Carina Walters, City Administrator

**BACKGROUND/HISTORY:**

On October 12, 2017, the Board of Public Works opened four bids for the Lewis Street Wall Project. Pursuant to the review and recommendation by the City Engineer, it is recommended that all bids be rejected. All bids were significantly over the estimate and budgeted amount of \$250,000. The bids received are as follows:

The Wanasek Corporation: \$363,200.00  
Reesmans Excavating and Grading: \$374,638.25  
Forward Contractors: \$423,325.00  
A.W. Oakes & Son: \$498,535.00

The contract included removal of approximately 400 linear feet of the existing concrete retaining wall and replacing it with two tiered block retaining walls. Also included was removal and replacement of adjacent concrete sidewalk, fencing, restoration, and traffic control.

This project will be re-evaluated and re-bid in the coming months.

**BUDGET/FISCAL IMPACT:**

This work was budgeted for within the 2017 Budget in the amount of \$250,000. The lowest bid received was in the amount of \$363,200.00, \$113,200 over the budgeted amount.

**RECOMMENDATION:**

Staff recommends that the Common Council reject all bids received for the Lewis Street Wall Project.

**TIMING/IMPLEMENTATION:**

This item is for discussion at the October 17, 2017 Committee of the Whole meeting and is scheduled for final consideration at the Common Council meeting the same night.

**Attachments**

Resolution 4867(25)  
City Engineer Memo  
Lewis Street Wall Bid Tab  
Lewis Street Wall Rendering

**A RESOLUTION TO REJECT ALL BIDS RECEIVED FOR THE  
LEWIS STREET WALL PROJECT**

**WHEREAS**, the City of Burlington did post a Class 2 Notice to Bidders for the Lewis Street Wall project on September 28, and October 5, 2017; and,

**WHEREAS**, 4 bids were received by the City and were opened and reviewed at the Board of Public Works bid opening on October 12, 2017 and forwarded to the City Engineer and City Staff for final review; and,

**WHEREAS**, all bids submitted were significantly over the estimate and budgeted amount for the Lewis Street wall project; and,

**WHEREAS**, the Common Council of the City of Burlington wishes to reject the bids received on October 12, 2017 and re-bid the project pursuant to the Engineer's recommendation.

**NOW, THEREFORE, BE IT RESOLVED** by the Common Council of the City of Burlington that all bids for the Lewis Street Wall Project are hereby rejected.

Introduced: October 17, 2017  
Adopted:

---

Jeannie Hefty, Mayor

Attest:

---

Diahnn Halbach, City Clerk

# MEMORANDUM TO THE CITY OF BURLINGTON

**To: Megan Watkins**  
**From: Greg Governatori**  
**CC: Carina Walters, Judy Gerulat**  
**Date: October 13, 2017**  
**Re: Recommendation to Reject All Bids for the Lewis Street Wall**

---

A total of four bids were received on Thursday, October 12, 2017 for the **Lewis Street Wall**. The bids were reviewed and the final bid tab results are as follows:

	<u>Bidder No. 1</u>	<u>Bidder No. 2</u>	<u>Bidder No. 3</u>	<u>Bidder No. 4</u>
Item	<b>The Wanasek Corp.</b> <b>(Burlington, WI)</b>	Forward Contractors  (Grafton, WI)	A.W. Oakes & Son  (Racine, WI)	Reesmans Excavating & Grading  (Burlington, WI)
Total Base Bid:	<b>\$363,200.00</b>	\$423,325.00	\$498,535.00	\$374,638.25

Based on the review of the bids and discussion with the City and DPW staff, it is our recommendation to reject all bids for the **Lewis Street Wall Project**. The received bids exceed the budgeted amount for the work. The project General Bid Tab is attached for your review.



# KAPUR & ASSOCIATES, INC.

## LEWIS STREET WALL BID TAB

City of Burlington, Racine County, Wisconsin

Bid Opening: October 12, 2017 10:00 AM

LEWIS STREET WALL				Bidder #1 - The Wanasek Corp.		Bidder #2 - Forward Contractors		Bidder #3 - AW Oakes & Son		Bidder #4 - Reesman's Excavating & Grading, Inc.	
Item No.	Item Description	Unit	Estimated Quantity	Bid Unit Price	Bid Price	Bid Unit Price	Bid Price	Bid Unit Price	Bid Price	Bid Unit Price	Bid Price
204.0150	Removing Curb and Gutter	LF	25	\$ 8.00	\$ 200.00	\$ 23.00	\$ 575.00	\$ 15.00	\$ 375.00	\$ 14.50	\$ 362.50
204.0155	Removing Concrete Sidewalk	SY	120	\$ 26.00	\$ 3,120.00	\$ 16.00	\$ 1,920.00	\$ 15.00	\$ 1,800.00	\$ 14.50	\$ 1,740.00
204.0185	Removing Concrete Retaining Wall	CY	150	\$ 197.00	\$ 29,550.00	\$ 130.00	\$ 19,500.00	\$ 225.00	\$ 33,750.00	\$ 75.00	\$ 11,250.00
205.0100	Excavation Common	CY	2470	\$ 20.00	\$ 49,400.00	\$ 30.00	\$ 74,100.00	\$ 19.00	\$ 46,930.00	\$ 18.00	\$ 44,460.00
305.0120	Base Aggregate Dense 1 1/4-Inch (HMA Pavement,Curb and Gutter, & Sidewalk)	TON	70	\$ 40.00	\$ 2,800.00	\$ 40.00	\$ 2,800.00	\$ 35.00	\$ 2,450.00	\$ 38.00	\$ 2,660.00
310.0110	Base Aggregate Open-Graded (Retaining Wall Drainage Material)	TON	2100	\$ 26.00	\$ 54,600.00	\$ 25.00	\$ 52,500.00	\$ 36.00	\$ 75,600.00	\$ 26.75	\$ 56,175.00
460.5223	HMA Pavement Type 3LT 58-28 S	TON	1	\$ 500.00	\$ 500.00	\$ 350.00	\$ 350.00	\$ 950.00	\$ 950.00	\$ 616.00	\$ 616.00
460.5224	HMA Pavement Type 4LT 58-28 S, Item also includes tack coat (455.0605).	TON	1	\$ 500.00	\$ 500.00	\$ 350.00	\$ 350.00	\$ 950.00	\$ 950.00	\$ 616.00	\$ 616.00
511.1100	Temporary Shoring	SF	1600	\$ 39.00	\$ 62,400.00	\$ 10.00	\$ 16,000.00	\$ 31.00	\$ 49,600.00	\$ 40.00	\$ 64,000.00
601.0411	Concrete Curb & Gutter 30-Inch Type D	LF	25	\$ 42.00	\$ 1,050.00	\$ 100.00	\$ 2,500.00	\$ 62.00	\$ 1,550.00	\$ 43.75	\$ 1,093.75
602.0405	Concrete Sidewalk 4-Inch	SF	2160	\$ 8.50	\$ 18,360.00	\$ 8.00	\$ 17,280.00	\$ 8.00	\$ 17,280.00	\$ 9.75	\$ 21,060.00
602.0505	Curb Ramp Detectable Warning Field Yellow	SF	10	\$ 43.00	\$ 430.00	\$ 100.00	\$ 1,000.00	\$ 50.00	\$ 500.00	\$ 44.00	\$ 440.00
612.0406	Pipe Underdrain Wrapped 6-Inch	LF	650	\$ 5.00	\$ 3,250.00	\$ 10.00	\$ 6,500.00	\$ 16.00	\$ 10,400.00	\$ 4.25	\$ 2,762.50
628.2004	Erosion Mat Urban Class I, Type B	SY	720	\$ 2.25	\$ 1,620.00	\$ 10.00	\$ 7,200.00	\$ 3.00	\$ 2,160.00	\$ 2.00	\$ 1,440.00
638.2102	Moving Signs Type II	EACH	2	\$ 250.00	\$ 500.00	\$ 500.00	\$ 1,000.00	\$ 250.00	\$ 500.00	\$ 190.00	\$ 380.00
690.0150	Sawing Asphalt	LF	30	\$ 10.00	\$ 300.00	\$ 10.00	\$ 300.00	\$ 10.00	\$ 300.00	\$ 13.50	\$ 405.00
SPV.0090.01	Ornamental Aluminum Fence (4-Foot)	LF	390	\$ 46.00	\$ 17,940.00	\$ 55.00	\$ 21,450.00	\$ 50.00	\$ 19,500.00	\$ 47.25	\$ 18,427.50
SPV.0105.01	Block Retaining Wall (Item includes Unilock PISA2 Standard Unit Block (Or Approved Equal), Coping Unit, Geogrid, and Compacted Granular Base)	LS	1	\$ 108,000.00	\$ 108,000.00	\$ 155,000.00	\$ 155,000.00	\$ 217,800.00	\$ 217,800.00	\$ 135,310.00	\$ 135,310.00
SPV.0105.02	Traffic Control	LS	1	\$ 2,200.00	\$ 2,200.00	\$ 25,000.00	\$ 25,000.00	\$ 7,500.00	\$ 7,500.00	\$ 5,500.00	\$ 5,500.00
SPV.0180.01	Restore Disturbed Areas - Includes Topsoil (625.0100), Fertilizer Type A (629.0205), Seeding Mix No. 40 (630.0140).	SY	720	\$ 9.00	\$ 6,480.00	\$ 25.00	\$ 18,000.00	\$ 12.00	\$ 8,640.00	\$ 8.25	\$ 5,940.00
<b>SUBTOTAL</b>					<b>\$ 363,200.00</b>		<b>\$ 423,325.00</b>		<b>\$ 498,535.00</b>		<b>\$ 374,638.25</b>



LEWIS STREET WALL  
BURLINGTON, WI - APRIL 2017



**COMMON COUNCIL REGULAR**

**ITEM NUMBER 15A**

---

**DATE:** October 17, 2017

**SUBJECT:** **MOTION 17-883** - Approval of a Stipulation Agreement and acceptance of the revised permit with the Wisconsin Department of Natural Resources.

**SUBMITTED BY:** Carina Walters, City Administrator

---

**BACKGROUND/HISTORY:**

On February 9, 2015, the City of Burlington filed a contested case with the Department of Natural Resources (DNR) regarding the phosphorus levels in the effluent the City discharges into the Fox River from the Waste Water Treatment Plant (WWTP). The DNR's Wisconsin Pollution Discharge Elimination System (WPDES) Permit requires the City's effluent level must be below 0.1 milligrams per liter to meet the criteria of the Fox River Watershed.

This settlement agreement modifies our WPDES permit to allow more time to study the phosphorous issues and preserves our right to file a contested case when the next permit is issued by the DNR. In return for preserving our right, we are required to complete several reports during this time.

The City must complete the following analyses:

- 1) Operational Evaluation and Study of Feasibility Alternatives
- 2) Preliminary Compliance Plans for Phosphorus
- 3) Final Compliance Plans for Phosphorus
- 4) WPDES Permit Reissuance Application

Upon completion of the above analyses, Baxter & Woodman will be presenting to the Common Council available alternatives for the City of Burlington in Fall of 2018.

**BUDGET/FISCAL IMPACT:**

N/A

**RECOMMENDATION:**

Staff and City Attorney John Bjelajac recommend authorizing the City Administrator to execute the Stipulation Agreement to the Wisconsin Department of Natural Resources.

**TIMING/IMPLEMENTATION:**

This item was discussed at the October 3, 2017 Committee of the Whole meeting and scheduled for final consideration at the October 17, 2017 Common Council Meeting.

---

**Attachments**

- WPDES Stipulation
  - WPDES Permit
  - DNR Letter
  - Settlement Agreement
-

## WPDES Stipulation Agreement

Summary by James E. Kleinschmidt, P.E.

The stipulation agreement and attached WPDES permit resolves the contested case filed by the City in February 2015. The agreement preserves the right of the City of Burlington to file a contested case when the next permit is issued. In return for preserving this right, the City is required to do several reports during the revised permit term all of which were required in the issued permit. The current permit expires on December 31, 2019. The following reports are required by the modified permit with the submittal dates included.

<b>WPDES Permit Task</b>	
<b>Operational Evaluation and Study of Feasible Alternatives</b>	<b>June 30 2018</b>
<b>Preliminary Compliance Alternatives Plan for Phosphorus</b>	<b>December 31, 2018</b>
<b>Final Compliance Alternatives Plan for Phosphorus</b>	<b>June 30, 2019</b>
<b>WPDES Permit Reissuance Application</b>	<b>June 30 2019</b>

The first report is already included in a work order and is nearing completion. The second and third reports will require work orders in 2018 and 2019. The estimated cost for the preliminary compliance plan would be \$15,000. The estimated cost for the final compliance plan would be \$10,000. A work order combining the permit application assistance and the final compliance plan would be required in 2019. The costs for providing WPDES permit assistance for the current permit were \$10,000 so the total work order for the final compliance alternatives plan and the permit assistance would be about \$20,000.

A presentation on the available alternatives for Burlington will be made prior to the submittal of the preliminary compliance alternatives plan sometime in later summer or early fall of 2018. This will outline the available options and recommend a plan of action for the City to consider when applying for the next permit in 2019.

**Recommendation:** The City should sign the stipulation agreement and accept the revised permit. The major reason for filing the contested case was to preserve the option for contesting the 0.100 mg/L total phosphorus limit. The stipulation agreement preserves this option. All of the reports required in the revised permit were included in the issued permit but with a change in schedule.



# WPDES PERMIT

*STATE OF WISCONSIN*  
*DEPARTMENT OF NATURAL RESOURCES*  
**PERMIT TO DISCHARGE UNDER THE WISCONSIN POLLUTANT DISCHARGE  
ELIMINATION SYSTEM**

**Burlington Water Pollution Control**

is permitted, under the authority of Chapter 283, Wisconsin Statutes, to discharge from a facility  
located at  
2100 S. Pine Street  
to  
**Fox (IL) River in Racine County**

in accordance with the effluent limitations, monitoring requirements and other conditions set  
forth in this permit.

The permittee shall not discharge after the date of expiration. If the permittee wishes to continue to discharge after this expiration date an application shall be filed for reissuance of this permit, according to Chapter NR 200, Wis. Adm. Code, at least 180 days prior to the expiration date given below.

State of Wisconsin Department of Natural Resources  
For the Secretary

By \_\_\_\_\_  
**Bryan Hartsook**  
**Wastewater Field Supervisor**

\_\_\_\_\_  
Date Permit Signed/Issued

**PERMIT TERM: EFFECTIVE DATE - January 01, 2015**

**EXPIRATION DATE - December 31, 2019**

**PERMIT MODIFICATION EFFECTIVE DATE – January 01, 2018**

## TABLE OF CONTENTS

<b>1 INFLUENT REQUIREMENTS</b>	<b>1</b>
1.1 SAMPLING POINT(S)	1
1.2 MONITORING REQUIREMENTS	1
1.2.1 <i>Sampling Point 701 - INFLUENT TO PLANT</i>	1
<b>2 IN-PLANT REQUIREMENTS</b>	<b>2</b>
2.1 SAMPLING POINT(S)	2
2.2 MONITORING REQUIREMENTS AND LIMITATIONS	2
2.2.1 <i>Sampling Point 103 - Mercury Effluent Blanks</i>	2
<b>3 SURFACE WATER REQUIREMENTS</b>	<b>3</b>
3.1 SAMPLING POINT(S)	3
3.2 MONITORING REQUIREMENTS AND EFFLUENT LIMITATIONS	3
3.2.1 <i>Sampling Point (Outfall) 001 - EFFLUENT</i>	3
<b>4 LAND APPLICATION REQUIREMENTS</b>	<b>7</b>
4.1 SAMPLING POINT(S)	7
4.2 MONITORING REQUIREMENTS AND LIMITATIONS	7
4.2.1 <i>Sampling Point (Outfall) 004 - Liquid Sludge</i>	7
<b>5 SCHEDULES</b>	<b>12</b>
5.1 MERCURY POLLUTANT MINIMIZATION PROGRAM	12
5.2 WATER QUALITY BASED EFFLUENT LIMITS (WQBELS) FOR TOTAL PHOSPHORUS	12
5.3 CMOM (CAPACITY, MANAGEMENT, OPERATION AND MAINTENANCE) PROGRAM DEVELOPMENT	14
<b>6 STANDARD REQUIREMENTS</b>	<b>15</b>
6.1 REPORTING AND MONITORING REQUIREMENTS	15
6.1.1 <i>Monitoring Results</i>	15
6.1.2 <i>Sampling and Testing Procedures</i>	15
6.1.3 <i>Recording of Results</i>	15
6.1.4 <i>Reporting of Monitoring Results</i>	15
6.1.5 <i>Compliance Maintenance Annual Reports</i>	16
6.1.6 <i>Records Retention</i>	16
6.1.7 <i>Other Information</i>	16
6.2 SYSTEM OPERATING REQUIREMENTS	16
6.2.1 <i>Noncompliance Reporting</i>	17
6.2.2 <i>Flow Meters</i>	17
6.2.3 <i>Raw Grit and Screenings</i>	17
6.2.4 <i>Sludge Management</i>	17
6.2.5 <i>Prohibited Wastes</i>	17
6.2.6 <i>Bypass</i>	18
6.2.7 <i>Scheduled Bypass</i>	18
6.2.8 <i>Controlled Diversions</i>	18
6.2.9 <i>Proper Operation and Maintenance</i>	19
6.3 SEWAGE COLLECTION SYSTEMS	19
6.3.1 <i>Sanitary Sewage Overflows and Sewage Treatment Facility Overflows</i>	19
6.3.2 <i>Capacity, Management, Operation and Maintenance (CMOM) Program</i>	20
6.3.3 <i>Sewer Cleaning Debris and Materials</i>	21
6.4 SURFACE WATER REQUIREMENTS	21
6.4.1 <i>Permittee-Determined Limit of Quantitation Incorporated into this Permit</i>	21
6.4.2 <i>Appropriate Formulas for Effluent Calculations</i>	21
6.4.3 <i>Effluent Temperature Requirements</i>	22
6.4.4 <i>Visible Foam or Floating Solids</i>	22

<i>6.4.5 Surface Water Uses and Criteria</i>	22
<i>6.4.6 Percent Removal</i>	22
<i>6.4.7 Fecal Coliforms</i>	23
<i>6.4.8 Seasonal Disinfection</i>	23
<i>6.4.9 Whole Effluent Toxicity (WET) Monitoring Requirements</i>	23
<i>6.4.10 Whole Effluent Toxicity (WET) Identification and Reduction</i>	23
<b>6.5 LAND APPLICATION REQUIREMENTS</b>	23
<i>6.5.1 Sludge Management Program Standards And Requirements Based Upon Federally Promulgated Regulations</i>	24
<i>6.5.2 General Sludge Management Information</i>	24
<i>6.5.3 Sludge Samples</i>	24
<i>6.5.4 Land Application Characteristic Report</i>	24
<i>6.5.5 Calculation of Water Extractable Phosphorus</i>	24
<i>6.5.6 Monitoring and Calculating PCB Concentrations in Sludge</i>	24
<i>6.5.7 Annual Land Application Report</i>	25
<i>6.5.8 Other Methods of Disposal or Distribution Report</i>	25
<i>6.5.9 Approval to Land Apply</i>	25
<i>6.5.10 Soil Analysis Requirements</i>	25
<i>6.5.11 Land Application Site Evaluation</i>	26
<i>6.5.12 Class B Sludge: Fecal Coliform Limitation</i>	26
<i>6.5.13 Vector Control: Volatile Solids Reduction</i>	26
<i>6.5.14 Class B Sludge - Vector Control: Injection</i>	27
<i>6.5.15 Land Application of Sludge Which Contains Elevated Levels of Radium-226</i>	27
<b>7 SUMMARY OF REPORTS DUE</b>	<b>28</b>

# 1 Influent Requirements

## 1.1 Sampling Point(s)

Sampling Point Designation	
Sampling Point Number	Sampling Point Location, Waste Type/Sample Contents and Treatment Description (as applicable)
701	Influent: 24-hour flow proportional composite sampler intake located after grit removal and before primary clarification - includes side stream flows.

## 1.2 Monitoring Requirements

The permittee shall comply with the following monitoring requirements.

### 1.2.1 Sampling Point 701 - INFLUENT TO PLANT

Monitoring Requirements and Limitations					
Parameter	Limit Type	Limit and Units	Sample Frequency	Sample Type	Notes
Flow Rate		MGD	Daily	Continuous	
BOD <sub>5</sub> , Total		mg/L	5/Week	24-Hr Flow Prop Comp	
Suspended Solids, Total		mg/L	5/Week	24-Hr Flow Prop Comp	
Mercury, Total Recoverable		ng/L	Quarterly	24-Hr Flow Prop Comp	

#### 1.2.1.1 Mercury Monitoring

The permittee shall collect and analyze all mercury samples according to the data quality requirements of ss. NR 106.145(9) and (10), Wisconsin Administrative Code. The limit of quantitation (LOQ) used for the effluent and field blank shall be less than 1.3 ng/L, unless the samples are quantified at levels above 1.3 ng/L. The permittee shall collect at least one mercury field blank for each set of mercury samples (a set of samples may include combinations of intake, influent, effluent or other samples all collected on the same day). The permittee shall report results of samples and field blanks to the Department on Discharge Monitoring Reports.

## 2 In-Plant Requirements

### 2.1 Sampling Point(s)

Sampling Point Designation	
Sampling Point Number	Sampling Point Location, WasteType/Sample Contents and Treatment Description (as applicable)
103	Mercury field blanks shall be collected using standard sample handling procedures.

### 2.2 Monitoring Requirements and Limitations

The permittee shall comply with the following monitoring requirements and limitations.

#### 2.2.1 Sampling Point 103 - Mercury Effluent Blanks

Monitoring Requirements and Limitations					
Parameter	Limit Type	Limit and Units	Sample Frequency	Sample Type	Notes
Mercury, Total Recoverable		ng/L	Quarterly	Grab	See Mercury footnote

##### 2.2.1.1 Mercury Monitoring

The permittee shall collect and analyze all mercury samples according to the data quality requirements of ss. NR 106.145(9) and (10), Wisconsin Administrative Code. The limit of quantitation (LOQ) used for the effluent and field blank shall be less than 1.3 ng/L, unless the samples are quantified at levels above 1.3 ng/L. The permittee shall collect at least one mercury field blank for each set of mercury samples (a set of samples may include combinations of intake, influent, effluent or other samples all collected on the same day). The permittee shall report results of samples and field blanks to the Department on Discharge Monitoring Reports.

### 3 Surface Water Requirements

#### 3.1 Sampling Point(s)

Sampling Point Designation	
Sampling Point Number	Sampling Point Location, Waste Type/Sample Contents and Treatment Description (as applicable)
001	Effluent: 24-hour composite sampler intake located after the ultraviolet (UV) disinfection light system, just before Parshall flume. Grab samples shall be collected at the effluent trough, after the UV disinfection.

#### 3.2 Monitoring Requirements and Effluent Limitations

The permittee shall comply with the following monitoring requirements and limitations.

##### 3.2.1 Sampling Point (Outfall) 001 - EFFLUENT

Monitoring Requirements and Effluent Limitations					
Parameter	Limit Type	Limit and Units	Sample Frequency	Sample Type	Notes
Flow Rate		MGD	Daily	Continuous	
BOD <sub>5</sub> , Total	Monthly Avg	30 mg/L	5/Week	24-Hr Flow Prop Comp	
BOD <sub>5</sub> , Total	Weekly Avg	45 mg/L	5/Week	24-Hr Flow Prop Comp	
Suspended Solids, Total	Monthly Avg	30 mg/L	5/Week	24-Hr Flow Prop Comp	
Suspended Solids, Total	Weekly Avg	45 mg/L	5/Week	24-Hr Flow Prop Comp	
pH Field	Daily Max	9.0 su	Daily	Grab	
pH Field	Daily Min	6.0 su	Daily	Grab	
Nitrogen, Ammonia (NH <sub>3</sub> -N) Total	Monthly Avg	13 mg/L	3/Week	24-Hr Flow Prop Comp	Limit effective October only. Monitoring required year round.
Nitrogen, Ammonia (NH <sub>3</sub> -N) Total	Daily Max - Variable	mg/L	3/Week	24-Hr Flow Prop Comp	Report Ammonia effluent value on DMR.
Nitrogen, Ammonia Variable Limit		mg/L	3/Week	Calculated	Report calculated variable Ammonia limit on DMR. See Maximum Ammonia Limits Table below.
Phosphorus, Total	Monthly Avg	1.0 mg/L	3/Week	24-Hr Flow Prop Comp	This is an interim limit. See phosphorus footnotes below for final limits.
Phosphorus, Total		lbs/day	3/Week	Calculated	See phosphorus footnotes below for final mass limit.
Fecal Coliform	Geometric Mean	400 #/100 ml	Weekly	Grab	May-September only

Monitoring Requirements and Effluent Limitations					
Parameter	Limit Type	Limit and Units	Sample Frequency	Sample Type	Notes
Mercury, Total Recoverable	Daily Max	3.1 ng/L	Quarterly	Grab	See mercury footnote below.
Nitrogen, Total		mg/L	Quarterly	24-Hr Flow Prop Comp	
Nitrogen, Total Kjeldahl		mg/L	Quarterly	24-Hr Flow Prop Comp	
Nitrogen, Nitrite + Nitrate Total		mg/L	Quarterly	24-Hr Flow Prop Comp	
Acute WET		TU <sub>a</sub>	See Listed Qtr(s)	24-Hr Flow Prop Comp	See WET testing footnote below.
Chronic WET		rTU <sub>c</sub>	See Listed Qtr(s)	24-Hr Flow Prop Comp	See WET testing footnote below.

### 3.2.1.1 Average Annual Design Flow

The average annual design flow of the permittee's wastewater treatment facility is 3.5 MGD.

### 3.2.1.2 Daily Maximum Variable Limits for Nitrogen, Ammonia (NH<sub>3</sub>-N) Total

Effluent pH - s.u.	NH <sub>3</sub> -N Limit - mg/L	Effluent pH - s.u.	NH <sub>3</sub> -N Limit - mg/L
pH ≤ 7.5	No Limit	8.2 < pH ≤ 8.3	9.4
7.5 < pH ≤ 7.6	34*	8.3 < pH ≤ 8.4	7.8
7.6 < pH ≤ 7.7	29*	8.4 < pH ≤ 8.5	6.4
7.7 < pH ≤ 7.8	24*	8.5 < pH ≤ 8.6	5.3
7.8 < pH ≤ 7.9	20*	8.6 < pH ≤ 8.7	4.4
7.9 < pH ≤ 8.0	17	8.7 < pH ≤ 8.8	3.7
8.0 < pH ≤ 8.1	14	8.8 < pH ≤ 8.9	3.1
8.1 < pH ≤ 8.2	11	8.9 < pH ≤ 9.0	2.6

\* During the months of May through October if the pH is less than or equal to 7.9 there is no daily maximum limit for NH<sub>3</sub>-N. Limits shown in the table above with an asterisk\* apply from November through April only.

Report > 34 mg/L as the daily maximum variable limit when pH is ≤ 7.5 s.u. During May-October report > 20 mg/L as the daily maximum value when pH is ≤ 7.9 s.u.

### 3.2.1.3 Mercury Monitoring

The permittee shall collect and analyze all mercury samples according to the data quality requirements of ss. NR 106.145(9) and (10), Wisconsin Administrative Code. The limit of quantitation (LOQ) used for the effluent and field blank shall be less than 1.3 ng/L, unless the samples are quantified at levels above 1.3 ng/L. The permittee shall collect at least one mercury field blank for each set of mercury samples (a set of samples may include combinations of intake, influent, effluent or other samples all collected on the same day). The permittee shall report results of samples and field blanks to the Department on Discharge Monitoring Reports.

### **3.2.1.4 Phosphorus Water Quality Based Effluent Limitation(s)**

The final water quality based effluent limits for phosphorus are 0.1 mg/L six-month average (May-October, November-April), and 0.3 mg/L monthly average, and 3.0 lbs/day annual average effective January 1, 2024 unless:

- (A) As part of the application for the next reissuance, or prior to filing the application, the permittee submits either: 1.) a watershed adaptive management plan and a completed Watershed Adaptive Management Request Form 3200-139; or 2.) an application for water quality trading; or 3.) an application for a variance; or 4.) new information or additional data that supports a recalculation of the numeric limitation; and
- (B) The Department modifies, revokes and reissues, or reissues the permit to incorporate a revised limitation before the expiration of the compliance schedule\*.
- (C) Final limits may be revised based on possible future Fox (IL) River TMDL evaluations.

Note: The permittee may also submit an application for a variance within 60 days of this permit reissuance, as noted in the permit cover letter, in accordance with s. 283.15, Stats.

If Adaptive Management or Water Quality Trading is approved as part of the permit application for the next reissuance or as part of an application for a modification or revocation and reissuance, the plan and specifications submittal, construction, and final effective dates for compliance with the total phosphorus WQBEL may change in the reissued or modified permit. In addition, the numeric value of the water quality based effluent limit may change based on new information ( e.g. a TMDL) or additional data. If a variance is approved for the next reissuance, interim limits and conditions will be imposed in the reissued permit in accordance with s. 283.15, Stats., and applicable regulations. A permittee may apply for a variance to the phosphorus WQBEL at the next reissuance even if the permittee did not apply for a phosphorus variance as part of this permit reissuance.

Additional Requirements: If a water quality based effluent limit has taken effect in a permit, any increase in the limit is subject to s. NR 102.05(1) and ch. NR 207, Wis. Adm. Code. When a six-month average effluent limit is specified for Total Phosphorus the applicable averaging periods are May through October and November through April.

\*Note: The Department will prioritize reissuances and revocations, modifications, and reissuances of permits to allow permittees the opportunity to implement adaptive management or nutrient trading in a timely and effective manner.

### **3.2.1.5 Alternative Approaches to Phosphorus WQBEL Compliance**

Rather than upgrading its wastewater treatment facility to comply with WQBELs for total phosphorus, the permittee may use Water Quality Trading or the Watershed Adaptive Management Option, to achieve compliance under ch. NR 217, Wis. Adm. Code, provided that the permit is modified, revoked and reissued, or reissued to incorporate any such alternative approach. The permittee may also implement an upgrade to its wastewater treatment facility in combination with Water Quality Trading or the Watershed Adaptive Management Option to achieve compliance, provided that the permit is modified, revoked and reissued, or reissued to incorporate any such alternative approach. If the Final Compliance Alternatives Plan concludes that a variance will be pursued, the Plan shall provide information regarding the basis for the variance.

### **3.2.1.6 Submittal of Permit Application for Next Reissuance and Adaptive Management or Pollutant Trading Plan or Variance Application**

The permittee shall submit the permit application for the next reissuance at least 6 months prior to expiration of this permit. If the permittee intends to pursue adaptive management to achieve compliance with the phosphorus water quality based effluent limitation, the permittee shall submit with the application for the next reissuance: a completed Watershed Adaptive Management Request Form 3200-139, the completed Adaptive Management Plan and final plans for any system upgrades necessary to meet interim limits pursuant to s. NR 217.18, Wis. Adm. Code. If the permittee intends to pursue pollutant trading to achieve compliance, the permittee shall submit an application for water quality trading with the application for the next reissuance. If system upgrades will be used in combination with pollutant trading to achieve compliance with the final water quality-based limit, the reissued permit will specify a schedule for

the necessary upgrades. If the permittee intends to seek a variance, the permittee shall submit an application for a variance with the application for the next reissuance.

### 3.2.1.7 Whole Effluent Toxicity (WET) Testing

**Primary Control Water:** Fox River upstream/out of the influence of the mixing zone and any other known discharge.

**Instream Waste Concentration (IWC):** 33%

**Dilution series:** At least five effluent concentrations and dual controls must be included in each test.

- **Acute:** 100, 50, 25, 12.5, 6.25% and any additional selected by the permittee.
- **Chronic:** 100, 75, 50, 25, 12.5% (IWC >30%) and any additional selected by the permittee.

#### WET Testing Frequency:

**Acute** tests shall be conducted once each year, in rotating quarters in order to collect seasonal information about the discharge. Tests are required during the following quarters.

- **Acute:** Apr-June 2015; Oct-Dec 2016; Jan-Mar 2017; July-Sep 2018; Jan-Mar 2019

Acute WET testing shall continue after the permit expiration date (until the permit is reissued) in accordance with the WET requirements specified for the fourth calendar year of this permit. For example, the next test would be required in (July – Sept 2020).

**Chronic** tests shall be conducted once each year, in rotating quarters in order to collect seasonal information about the discharge. Tests are required during the following quarters.

- **Chronic:** Apr-June 2015; Oct-Dec 2016; Jan-Mar 2017; July-Sep 2018; Jan-Mar 2019

Chronic WET testing shall continue after the permit expiration date (until the permit is reissued) in accordance with the WET requirements specified for the fourth calendar year of this permit. For example, the next test would be required in (July – Sept 2020).

**Testing:** WET testing shall be performed during normal operating conditions. Permittees are not allowed to turn off or otherwise modify treatment systems, production processes, or change other operating or treatment conditions during WET tests.

**Reporting:** The permittee shall report test results on the Discharge Monitoring Report form, and also complete the "Whole Effluent Toxicity Test Report Form" (Section 6, "*State of Wisconsin Aquatic Life Toxicity Testing Methods Manual, 2<sup>nd</sup> Edition*"), for each test. The original, complete, signed version of the Whole Effluent Toxicity Test Report Form shall be sent to the Biomonitoring Coordinator, Bureau of Water Quality, 101 S. Webster St., P.O. Box 7921, Madison, WI 53707-7921, within 45 days of test completion. The Discharge Monitoring Report (DMR) form shall be submitted electronically by the required deadline.

**Determination of Positive Results:** An acute toxicity test shall be considered positive if the Toxic Unit - Acute (TU<sub>a</sub>) is greater than 1.0 for either species. The TU<sub>a</sub> shall be calculated as follows: If LC<sub>50</sub> ≥ 100, then TU<sub>a</sub> = 1.0. If LC<sub>50</sub> is < 100, then TU<sub>a</sub> = 100 ÷ LC<sub>50</sub>. A chronic toxicity test shall be considered positive if the Relative Toxic Unit - Chronic (rTU<sub>c</sub>) is greater than 1.0 for either species. The rTU<sub>c</sub> shall be calculated as follows: If IC<sub>25</sub> ≥ IWC, then rTU<sub>c</sub> = 1.0. If IC<sub>25</sub> < IWC, then rTU<sub>c</sub> = IWC ÷ IC<sub>25</sub>.

**Additional Testing Requirements:** Within 90 days of a test which showed positive results, the permittee shall submit the results of at least 2 retests to the Biomonitoring Coordinator on "Whole Effluent Toxicity Test Report Forms". The 90 day reporting period shall begin the day after the test which showed a positive result. The retests shall be completed using the same species and test methods specified for the original test (see the Standard Requirements section herein).

## 4 Land Application Requirements

### 4.1 Sampling Point(s)

The discharge(s) shall be limited to land application of the waste type(s) designated for the listed sampling point(s) on Department approved land spreading sites or by hauling to another facility.

Sampling Point Designation	
Sampling Point Number	Sampling Point Location, Waste Type/Sample Contents and Treatment Description (as applicable)
004	Anaerobically digested liquid sludge, thickened by gravity belt. Samples shall be taken from the storage tank (with adequate prior mixing) or at the outlet pipe of storage tank during truck loading.

### 4.2 Monitoring Requirements and Limitations

The permittee shall comply with the following monitoring requirements and limitations.

#### 4.2.1 Sampling Point (Outfall) 004 - Liquid Sludge

Monitoring Requirements and Limitations					
Parameter	Limit Type	Limit and Units	Sample Frequency	Sample Type	Notes
Solids, Total		Percent	Quarterly	Composite	
Arsenic Dry Wt	Ceiling	75 mg/kg	Quarterly	Composite	
Arsenic Dry Wt	High Quality	41 mg/kg	Quarterly	Composite	
Cadmium Dry Wt	Ceiling	85 mg/kg	Quarterly	Composite	
Cadmium Dry Wt	High Quality	39 mg/kg	Quarterly	Composite	
Copper Dry Wt	Ceiling	4,300 mg/kg	Quarterly	Composite	
Copper Dry Wt	High Quality	1,500 mg/kg	Quarterly	Composite	
Lead Dry Wt	Ceiling	840 mg/kg	Quarterly	Composite	
Lead Dry Wt	High Quality	300 mg/kg	Quarterly	Composite	
Mercury Dry Wt	Ceiling	57 mg/kg	Quarterly	Composite	
Mercury Dry Wt	High Quality	17 mg/kg	Quarterly	Composite	
Molybdenum Dry Wt	Ceiling	75 mg/kg	Quarterly	Composite	
Nickel Dry Wt	Ceiling	420 mg/kg	Quarterly	Composite	
Nickel Dry Wt	High Quality	420 mg/kg	Quarterly	Composite	
Selenium Dry Wt	Ceiling	100 mg/kg	Quarterly	Composite	
Selenium Dry Wt	High Quality	100 mg/kg	Quarterly	Composite	
Zinc Dry Wt	Ceiling	7,500 mg/kg	Quarterly	Composite	
Zinc Dry Wt	High Quality	2,800 mg/kg	Quarterly	Composite	
Nitrogen, Ammonium (NH <sub>4</sub> -N) Total		Percent	Quarterly	Composite	
Phosphorus, Total		Percent	Quarterly	Composite	
Phosphorus, Water Extractable		% of Tot P	Quarterly	Composite	
Potassium, Total Recoverable		Percent	Quarterly	Composite	

Monitoring Requirements and Limitations					
Parameter	Limit Type	Limit and Units	Sample Frequency	Sample Type	Notes
Radium 226 Dry Wt		pCi/g	Annual	Composite	
PCB Total Dry Wt	Ceiling	50 mg/kg	Once	Composite	Once in 2016
PCB Total Dry Wt	High Quality	10 mg/kg	Once	Composite	Once in 2016

Other Sludge Requirements	
Sludge Requirements	Sample Frequency
<b>List 3 Requirements – Pathogen Control:</b> The requirements in List 3 shall be met prior to land application of sludge.	<b>Quarterly</b>
<b>List 4 Requirements – Vector Attraction Reduction:</b> The vector attraction reduction shall be satisfied prior to, or at the time of land application as specified in List 4.	<b>Quarterly</b>

#### 4.2.1.1 List 2 Analysis

If the monitoring frequency for List 2 parameters is more frequent than "Annual" then the sludge may be analyzed for the List 2 parameters just prior to each land application season rather than at the more frequent interval specified.

#### 4.2.1.2 Changes in Feed Sludge Characteristics

If a change in feed sludge characteristics, treatment process, or operational procedures occurs which may result in a significant shift in sludge characteristics, the permittee shall reanalyze the sludge for List 1, 2, 3 and 4 parameters each time such change occurs.

#### 4.2.1.3 Multiple Sludge Sample Points (Outfalls)

If there are multiple sludge sample points (outfalls), but the sludges are not subject to different sludge treatment processes, then a separate List 2 analysis shall be conducted for each sludge type which is land applied, just prior to land application, and the application rate shall be calculated for each sludge type. In this case, List 1, 3, and 4 and PCBs need only be analyzed on a single sludge type, at the specified frequency. If there are multiple sludge sample points (outfalls), due to multiple treatment processes, List 1, 2, 3 and 4 and PCBs shall be analyzed for each sludge type at the specified frequency.

#### 4.2.1.4 Sludge Which Exceeds the High Quality Limit

Cumulative pollutant loading records shall be kept for all bulk land application of sludge which does not meet the high quality limit for any parameter. This requirement applies for the entire calendar year in which any exceedance of Table 3 of s. NR 204.07(5)(c), is experienced. Such loading records shall be kept for all List 1 parameters for each site land applied in that calendar year. The formula to be used for calculating cumulative loading is as follows:

$$[(\text{Pollutant concentration (mg/kg)} \times \text{dry tons applied/ac}) \div 500] + \text{previous loading (lbs/acre)} = \text{cumulative lbs pollutant per acre}$$

When a site reaches 90% of the allowable cumulative loading for any metal established in Table 2 of s. NR 204.07(5)(b), the Department shall be so notified through letter or in the comment section of the annual land application report (3400-55).

#### 4.2.1.5 Sludge Analysis for PCBs

The permittee shall analyze the sludge for Total PCBs one time during **2016**. The results shall be reported as "PCB Total Dry Wt". Either congener-specific analysis or Aroclor analysis shall be used to determine the PCB concentration. The permittee may determine whether Aroclor or congener specific analysis is performed. Analyses shall be performed in accordance with Table EM in s. NR 219.04, Wis. Adm. Code and the conditions specified in Standard Requirements of this permit. PCB results shall be submitted by January 31, following the specified year of analysis.

#### 4.2.1.6 Lists 1, 2, 3, and 4

<b>List 1 TOTAL SOLIDS AND METALS</b>
See the Monitoring Requirements and Limitations table above for monitoring frequency and limitations for the List 1 parameters
Solids, Total (percent)
Arsenic, mg/kg (dry weight)
Cadmium, mg/kg (dry weight)
Copper, mg/kg (dry weight)
Lead, mg/kg (dry weight)
Mercury, mg/kg (dry weight)
Molybdenum, mg/kg (dry weight)
Nickel, mg/kg (dry weight)
Selenium, mg/kg (dry weight)
Zinc, mg/kg (dry weight)
Radium-226, pCi/g (dry weight)

<b>List 2 NUTRIENTS</b>
See the Monitoring Requirements and Limitations table above for monitoring frequency for the List 2 parameters
Solids, Total (percent)
Nitrogen Total Kjeldahl (percent)
Nitrogen Ammonium (NH <sub>4</sub> -N) Total (percent)
Phosphorus Total as P (percent)
Phosphorus, Water Extractable (as percent of Total P)
Potassium Total Recoverable (percent)

**List 3**

**PATHOGEN CONTROL FOR CLASS B SLUDGE**

The permittee shall implement pathogen control as listed in List 3. The Department shall be notified of the pathogen control utilized and shall be notified when the permittee decides to utilize alternative pathogen control.

The following requirements shall be met prior to land application of sludge.

Parameter	Unit	Limit
Fecal Coliform*	MPN/gTS or CFU/gTS	2,000,000
<b>OR, ONE OF THE FOLLOWING PROCESS OPTIONS</b>		
Aerobic Digestion		Air Drying
Anaerobic Digestion		Composting
Alkaline Stabilization		PSRP Equivalent Process
* The Fecal Coliform limit shall be reported as the geometric mean of 7 discrete samples on a dry weight basis.		

**List 4**

**VECTOR ATTRACTION REDUCTION**

The permittee shall implement any one of the vector attraction reduction options specified in List 4. The Department shall be notified of the option utilized and shall be notified when the permittee decides to utilize an alternative option.

One of the following shall be satisfied prior to, or at the time of land application as specified in List 4.

Option	Limit	Where/When it Shall be Met
Volatile Solids Reduction	≥38%	Across the process
Specific Oxygen Uptake Rate	≤1.5 mg O <sub>2</sub> /hr/g TS	On aerobic stabilized sludge
Anaerobic bench-scale test	<17 % VS reduction	On anaerobic digested sludge
Aerobic bench-scale test	<15 % VS reduction	On aerobic digested sludge
Aerobic Process	>14 days, Temp >40°C and Avg. Temp > 45°C	On composted sludge
pH adjustment	>12 S.U. (for 2 hours) and >11.5 (for an additional 22 hours)	During the process
Drying without primary solids	>75 % TS	When applied or bagged
Drying with primary solids	>90 % TS	When applied or bagged
Equivalent Process	Approved by the Department	Varies with process
Injection	-	When applied
Incorporation	-	Within 6 hours of application

#### 4.2.1.7 Daily Land Application Log

Daily Land Application Log		
Discharge Monitoring Requirements and Limitations		
<p>The permittee shall maintain a daily land application log for biosolids land applied each day when land application occurs. The following minimum records must be kept, in addition to all analytical results for the biosolids land applied. The log book records shall form the basis for the annual land application report requirements.</p>		
Parameters	Units	Sample Frequency
DNR Site Number(s)	Number	Daily as used
Outfall number applied	Number	Daily as used
Acres applied	Acres	Daily as used
Amount applied	As appropriate * /day	Daily as used
Application rate per acre	unit */acre	Daily as used
Nitrogen applied per acre	lb/acre	Daily as used
Method of Application	Injection, Incorporation, or surface applied	Daily as used

\*gallons, cubic yards, dry US Tons or dry Metric Tons

## 5 Schedules

### 5.1 Mercury Pollutant Minimization Program

The permittee shall implement or continue to implement a pollutant minimization program as defined in s. NR 106.145(7), Wis. Adm. Code.

Required Action	Due Date
<b>Implement the Mercury Pollutant Minimization Program:</b> The permittee shall continue to implement the PMP as approved by the Department.	
<b>Submit Annual Status Reports:</b> The permittee shall submit to the Department an annual status report on the progress of the PMP as required by s. NR 106.145(7), Wis. Adm. Code. Submittal of the first annual status report is required by the Date Due.	06/30/2015
<b>Submit Annual Status Report #2:</b> Submit second annual status report.	06/30/2016
<b>Submit Annual Status Report #3:</b> Submit third annual status report.	06/30/2017
<b>Submit Annual Status Report #4:</b> Submit fourth annual status report.	06/30/2018
<b>Submit Final Status Report:</b> Submit the final status report documenting the success of the Mercury PMP.  Note: If the permittee wishes to apply for an alternative mercury effluent limitation, that application is due with the application for permit reissuance by 6 months prior to permit expiration. The permittee should submit or reference the PMP plan as updated by the Annual Status Report or more recent developments as part of that application.	06/30/2019

### 5.2 Water Quality Based Effluent Limits (WQBELs) for Total Phosphorus

The permittee shall comply with the WQBELs for Phosphorus as specified. No later than 30 days following each compliance date, the permittee shall notify the Department in writing of its compliance or noncompliance. If a submittal is required, a timely submittal fulfills the notification requirement.

Required Action	Due Date
<b>Operational Evaluation Report:</b> The permittee shall prepare and submit to the Department for approval an operational evaluation report. The report shall include an evaluation of collected effluent data, possible source reduction measures, operational improvements or other minor facility modifications that will optimize reductions in phosphorus discharges from the treatment plant during the period prior to complying with final phosphorus WQBELs and, where possible, enable compliance with final phosphorus WQBELs by <b>December 31, 2018</b> . The report shall provide a plan and schedule for implementation of the measures, improvements, and modifications as soon as possible, but not later than <b>December 31, 2018</b> and state whether the measures, improvements, and modifications will enable compliance with final phosphorus WQBELs. Regardless of whether they are expected to result in compliance, the permittee shall implement the measures, improvements, and modifications in accordance with the plan and schedule specified in the operational evaluation report.  If the operational evaluation report concludes that the facility can achieve final phosphorus WQBELs using the existing treatment system with only source reduction measures, operational improvements, and minor facility modifications, the permittee shall comply with the final phosphorus WQBEL by <b>December 31, 2018</b> and is not required to comply with the milestones identified below for years 3 through 9 of this compliance schedule ('Preliminary Compliance Alternatives Plan', 'Final Compliance Alternatives Plan', 'Final Plans and Specifications', 'Treatment Plant Upgrade to Meet	06/30/2018

<p>WQBELs', 'Complete Construction', 'Achieve Compliance').</p> <p>STUDY OF FEASIBLE ALTERNATIVES - If the Operational Evaluation Report concludes that the permittee cannot achieve final phosphorus WQBELs with source reduction measures, operational improvements and other minor facility modifications, the permittee shall initiate a study of feasible alternatives for meeting final phosphorus WQBELs and comply with the remaining required actions of this schedule of compliance. If the Department disagrees with the conclusion of the report, and determines that the permittee can achieve final phosphorus WQBELs using the existing treatment system with only source reduction measures, operational improvements, and minor facility modifications, the Department may reopen and modify the permit to include an implementation schedule for achieving the final phosphorus WQBELs sooner than January 1, 2024.</p>	
<p><del>Compliance Alternatives, Source Reduction, Improvements and Modifications Status: The permittee shall submit a 'Compliance Alternatives, Source Reduction, Operational Improvements and Minor Facility Modification' status report to the Department. The report shall provide an update on the permittee's: (1) progress implementing source reduction measures, operational improvements, and minor facility modifications to optimize reductions in phosphorus discharges and, to the extent that such measures, improvements, and modifications will not enable compliance with the WQBELs; (2) status evaluating feasible alternatives for meeting phosphorus WQBELs.</del></p>	12/31/2016
<p><b>Preliminary Compliance Alternatives Plan:</b> The permittee shall submit a preliminary compliance alternatives plan to the Department.</p> <p>If the plan concludes upgrading of the permittee's wastewater treatment facility is necessary to achieve final phosphorus WQBELs, the submittal shall include a preliminary engineering design report.</p> <p>If the plan concludes Adaptive Management will be used, the submittal shall include a completed Watershed Adaptive Management Request Form 3200-139 without the Adaptive Management Plan.</p> <p>If water quality trading will be undertaken, the plan must state that trading will be pursued.</p>	12/31/2018
<p><b>Final Compliance Alternatives Plan:</b> The permittee shall submit a final compliance alternatives plan to the Department.</p> <p>If the plan concludes upgrading of the permittee's wastewater treatment is necessary to meet final phosphorus WQBELs, the submittal shall include a final engineering design report addressing the treatment plant upgrades, and a facility plan if required pursuant to ch. NR 110, Wis. Adm. Code.</p> <p>If the plan concludes Adaptive Management will be implemented, the submittal shall include a completed Watershed Adaptive Management Request Form 3200-139 and an engineering report addressing any treatment system upgrades necessary to meet interim limits pursuant to s. NR 217.18, Wis. Adm. Code.</p> <p>If the plan concludes water quality trading will be used, the submittal shall identify potential trading partners.</p> <p>Note: See 'Alternative Approaches to Phosphorus WQBEL Compliance' in the Surface Water section of this permit.</p>	06/30/2019
<p><b>Progress Report on Plans &amp; Specifications:</b> Submit progress report regarding the progress of preparing final plans and specifications. Note: See 'Alternative Approaches to Phosphorus WQBEL Compliance' in the Surface Water section of this permit.</p>	06/30/2020
<p><b>Final Plans and Specifications:</b> Unless the permit has been modified, revoked and reissued, or reissued to include Adaptive Management or Water Quality Trading measures or to include a revised schedule based on factors in s. NR 217.17, Wis. Adm. Code, the permittee shall submit final</p>	12/31/2020

<p>construction plans to the Department for approval pursuant to s. 281.41, Stats., specifying treatment plant upgrades that must be constructed to achieve compliance with final phosphorus WQBELs, and a schedule for completing construction of the upgrades by the complete construction date specified below. (Note: Permit modification, revocation and reissuance, and reissuance are subject to s. 283.53(2), Stats.)</p> <p>Note: See 'Alternative Approaches to Phosphorus WQBEL Compliance' in the Surface Water section of this permit.</p>	
<p><b>Treatment Plant Upgrade to Meet WQBELs:</b> The permittee shall initiate construction of the upgrades. The permittee shall obtain approval of the final construction plans and schedule from the Department pursuant to s. 281.41, Stats. Upon approval of the final construction plans and schedule by the Department pursuant to s. 281.41, Stats., the permittee shall construct the treatment plant upgrades in accordance with the approved plans and specifications. Note: See 'Alternative Approaches to Phosphorus WQBEL Compliance' in the Surface Water section of this permit.</p>	06/30/2021
<p><b>Construction Upgrade Progress Report #1:</b> The permittee shall submit a progress report on construction upgrades. Note: See 'Alternative Approaches to Phosphorus WQBEL Compliance' in the Surface Water section of this permit.</p>	06/30/2022
<p><b>Construction Upgrade Progress Report #2:</b> The permittee shall submit a progress report on construction upgrades. Note: See 'Alternative Approaches to Phosphorus WQBEL Compliance' in the Surface Water section of this permit.</p>	04/01/2023
<p><b>Complete Construction:</b> The permittee shall complete construction of wastewater treatment system upgrades. Note: See 'Alternative Approaches to Phosphorus WQBEL Compliance' in the Surface Water section of this permit.</p>	12/01/2023
<p><b>Achieve Compliance:</b> The permittee shall achieve compliance with final phosphorus WQBELs. Note: See 'Alternative Approaches to Phosphorus WQBEL Compliance' in the Surface Water section of this permit.</p>	01/01/2024

### 5.3 CMOM (Capacity, Management, Operation and Maintenance) Program Development

Required Action	Due Date
<p><b>Complete Program Development:</b> Complete development of CMOM Program by August 1, 2016. See CMOM requirements in the Standard Requirements section.</p>	08/01/2016

## 6 Standard Requirements

**NR 205, Wisconsin Administrative Code:** The conditions in ss. NR 205.07(1) and NR 205.07(2), Wis. Adm. Code, are included by reference in this permit. The permittee shall comply with all of these requirements. Some of these requirements are outlined in the Standard Requirements section of this permit. Requirements not specifically outlined in the Standard Requirement section of this permit can be found in ss. NR 205.07(1) and NR 205.07(2).

### 6.1 Reporting and Monitoring Requirements

#### 6.1.1 Monitoring Results

Monitoring results obtained during the previous month shall be summarized and reported on a Department Wastewater Discharge Monitoring Report. The report may require reporting of any or all of the information specified below under 'Recording of Results'. This report is to be returned to the Department no later than the date indicated on the form. A copy of the Wastewater Discharge Monitoring Report Form or an electronic file of the report shall be retained by the permittee.

Monitoring results shall be reported on an electronic discharge monitoring report (eDMR). The eDMR shall be certified electronically by a principal executive officer, a ranking elected official or other duly authorized representative. The 'eReport Certify' page certifies that the electronic report form is true, accurate and complete.

If the permittee monitors any pollutant more frequently than required by this permit, the results of such monitoring shall be included on the Wastewater Discharge Monitoring Report.

The permittee shall comply with all limits for each parameter regardless of monitoring frequency. For example, monthly, weekly, and/or daily limits shall be met even with monthly monitoring. The permittee may monitor more frequently than required for any parameter.

#### 6.1.2 Sampling and Testing Procedures

Sampling and laboratory testing procedures shall be performed in accordance with Chapters NR 218 and NR 219, Wis. Adm. Code and shall be performed by a laboratory certified or registered in accordance with the requirements of ch. NR 149, Wis. Adm. Code. Groundwater sample collection and analysis shall be performed in accordance with ch. NR 140, Wis. Adm. Code. The analytical methodologies used shall enable the laboratory to quantitate all substances for which monitoring is required at levels below the effluent limitation. If the required level cannot be met by any of the methods available in NR 219, Wis. Adm. Code, then the method with the lowest limit of detection shall be selected. Additional test procedures may be specified in this permit.

#### 6.1.3 Recording of Results

The permittee shall maintain records which provide the following information for each effluent measurement or sample taken:

- the date, exact place, method and time of sampling or measurements;
- the individual who performed the sampling or measurements;
- the date the analysis was performed;
- the individual who performed the analysis;
- the analytical techniques or methods used; and
- the results of the analysis.

#### 6.1.4 Reporting of Monitoring Results

The permittee shall use the following conventions when reporting effluent monitoring results:

- Pollutant concentrations less than the limit of detection shall be reported as < (less than) the value of the limit of detection. For example, if a substance is not detected at a detection limit of 0.1 mg/L, report the pollutant concentration as < 0.1 mg/L.
- Pollutant concentrations equal to or greater than the limit of detection, but less than the limit of quantitation, shall be reported and the limit of quantitation shall be specified.
- For purposes of calculating NR 101 fees, the 2 mg/l lower reporting limits for BOD<sub>5</sub> and Total Suspended Solids shall be considered to be limits of quantitation
- For the purposes of reporting a calculated result, average or a mass discharge value, the permittee may substitute a 0 (zero) for any pollutant concentration that is less than the limit of detection. However, if the effluent limitation is less than the limit of detection, the department may substitute a value other than zero for results less than the limit of detection, after considering the number of monitoring results that are greater than the limit of detection and if warranted when applying appropriate statistical techniques.

### **6.1.5 Compliance Maintenance Annual Reports**

Compliance Maintenance Annual Reports (CMAR) shall be completed using information obtained over each calendar year regarding the wastewater conveyance and treatment system. The CMAR shall be submitted by the permittee in accordance with ch. NR 208, Wis. Adm. Code, by June 30, each year on an electronic report form provided by the Department.

In the case of a publicly owned treatment works, a resolution shall be passed by the governing body and submitted as part of the CMAR, verifying its review of the report and providing responses as required. Private owners of wastewater treatment works are not required to pass a resolution; but they must provide an Owner Statement and responses as required, as part of the CMAR submittal.

A separate CMAR certification document, that is not part of the electronic report form, shall be mailed to the Department at the time of electronic submittal of the CMAR. The CMAR certification shall be signed and submitted by an authorized representative of the permittee. The certification shall be submitted by mail. The certification shall verify the electronic report is complete, accurate and contains information from the owner's treatment works.

### **6.1.6 Records Retention**

The permittee shall retain records of all monitoring information, including all calibration and maintenance records and all original strip chart recordings for continuous monitoring instrumentation, copies of all reports required by the permit, and records of all data used to complete the application for the permit for a period of at least 3 years from the date of the sample, measurement, report or application. All pertinent sludge information, including permit application information and other documents specified in this permit or s. NR 204.06(9), Wis. Adm. Code shall be retained for a minimum of 5 years.

### **6.1.7 Other Information**

Where the permittee becomes aware that it failed to submit any relevant facts in a permit application or submitted incorrect information in a permit application or in any report to the Department, it shall promptly submit such facts or correct information to the Department.

## **6.2 System Operating Requirements**

## 6.2.1 Noncompliance Reporting

Sanitary sewer overflows and sewage treatment facility overflows shall be reported according to the 'Sanitary Sewer Overflows and Sewage Treatment Facility Overflows' section of this permit.

The permittee shall report the following types of noncompliance by a telephone call to the Department's regional office within 24 hours after becoming aware of the noncompliance:

- any noncompliance which may endanger health or the environment;
- any violation of an effluent limitation resulting from an unscheduled bypass;
- any violation of an effluent limitation resulting from an upset; and
- any violation of a maximum discharge limitation for any of the pollutants listed by the Department in the permit, either for effluent or sludge.

A written report describing the noncompliance shall also be submitted to the Department's regional office within 5 days after the permittee becomes aware of the noncompliance. On a case-by-case basis, the Department may waive the requirement for submittal of a written report within 5 days and instruct the permittee to submit the written report with the next regularly scheduled monitoring report. In either case, the written report shall contain a description of the noncompliance and its cause; the period of noncompliance, including exact dates and times; the steps taken or planned to reduce, eliminate and prevent reoccurrence of the noncompliance; and if the noncompliance has not been corrected, the length of time it is expected to continue.

A scheduled bypass approved by the Department under the 'Scheduled Bypass' section of this permit shall not be subject to the reporting required under this section.

**NOTE:** Section 292.11(2)(a), Wisconsin Statutes, requires any person who possesses or controls a hazardous substance or who causes the discharge of a hazardous substance to notify the Department of Natural Resources **immediately** of any discharge not authorized by the permit. **The discharge of a hazardous substance that is not authorized by this permit or that violates this permit may be a hazardous substance spill. To report a hazardous substance spill, call DNR's 24-hour HOTLINE at 1-800-943-0003.**

## 6.2.2 Flow Meters

Flow meters shall be calibrated annually, as per s. NR 218.06, Wis. Adm. Code.

## 6.2.3 Raw Grit and Screenings

All raw grit and screenings shall be disposed of at a properly licensed solid waste facility or picked up by a licensed waste hauler. If the facility or hauler are located in Wisconsin, then they shall be licensed under chs. NR 500-536, Wis. Adm. Code.

## 6.2.4 Sludge Management

All sludge management activities shall be conducted in compliance with ch. NR 204 "Domestic Sewage Sludge Management", Wis. Adm. Code.

## 6.2.5 Prohibited Wastes

Under no circumstances may the introduction of wastes prohibited by s. NR 211.10, Wis. Adm. Code, be allowed into the waste treatment system. Prohibited wastes include those:

- which create a fire or explosion hazard in the treatment work;
- which will cause corrosive structural damage to the treatment work;

- solid or viscous substances in amounts which cause obstructions to the flow in sewers or interference with the proper operation of the treatment work;
- wastewaters at a flow rate or pollutant loading which are excessive over relatively short time periods so as to cause a loss of treatment efficiency; and
- changes in discharge volume or composition from contributing industries which overload the treatment works or cause a loss of treatment efficiency.

### **6.2.6 Bypass**

This condition applies only to bypassing at a sewage treatment facility that is not a scheduled bypass, approved blending as a specific condition of this permit, a sewage treatment facility overflow or a controlled diversion as provided in the sections titled ‘Scheduled Bypass’, ‘Blending’ (if approved), ‘SSO’s and Sewage Treatment Facility Overflows’ and ‘Controlled Diversions’ of this permit. Any other bypass at the sewage treatment facility is prohibited and the Department may take enforcement action against a permittee for such occurrences under s. 283.89, Wis. Stats. The Department may approve an unscheduled bypass provided all the following conditions are met:

- The bypass was unavoidable to prevent loss of life, personal injury, or severe property damage;
- There were no feasible alternatives to the bypass, such as the use of auxiliary treatment facilities or adequate back-up equipment, retention of untreated wastes, reduction of inflow and infiltration, or maintenance during normal periods of equipment downtime. This condition is not satisfied if adequate back-up equipment should have been installed in the exercise of reasonable engineering judgment to prevent a bypass which occurred during normal periods of equipment downtime or preventative maintenance. When evaluating feasibility of alternatives, the department may consider factors such as technical achievability, costs and affordability of implementation and risks to public health, the environment and, where the permittee is a municipality, the welfare of the community served; and
- The bypass was reported in accordance with the Noncompliance Reporting section of this permit.

### **6.2.7 Scheduled Bypass**

Whenever the permittee anticipates the need to bypass for purposes of efficient operations and maintenance and the permittee may not meet the conditions for controlled diversions in the ‘Controlled Diversions’ section of this permit, the permittee shall obtain prior written approval from the Department for the scheduled bypass. A permittee’s written request for Department approval of a scheduled bypass shall demonstrate that the conditions for unscheduled bypassing are met and include the proposed date and reason for the bypass, estimated volume and duration of the bypass, alternatives to bypassing and measures to mitigate environmental harm caused by the bypass. The department may require the permittee to provide public notification for a scheduled bypass if it is determined there is significant public interest in the proposed action and may recommend mitigation measures to minimize the impact of such bypass.

### **6.2.8 Controlled Diversions**

Controlled diversions are allowed only when necessary for essential maintenance to assure efficient operation. Sewage treatment facilities that have multiple treatment units to treat variable or seasonal loading conditions may shut down redundant treatment units when necessary for efficient operation. The following requirements shall be met during controlled diversions:

- Effluent from the sewage treatment facility shall meet the effluent limitations established in the permit. Wastewater that is diverted around a treatment unit or treatment process during a controlled diversion shall be recombined with wastewater that is not diverted prior to the effluent sampling location and prior to effluent discharge;
- A controlled diversion may not occur during periods of excessive flow or other abnormal wastewater characteristics;
- A controlled diversion may not result in a wastewater treatment facility overflow; and

- All instances of controlled diversions shall be documented in sewage treatment facility records and such records shall be available to the department on request.

## **6.2.9 Proper Operation and Maintenance**

The permittee shall at all times properly operate and maintain all facilities and systems of treatment and control which are installed or used by the permittee to achieve compliance with the conditions of this permit. The wastewater treatment facility shall be under the direct supervision of a state certified operator as required in s. NR 108.06(2), Wis. Adm. Code. Proper operation and maintenance includes effective performance, adequate funding, adequate operator staffing and training as required in ch. NR 114, Wis. Adm. Code, and adequate laboratory and process controls, including appropriate quality assurance procedures. This provision requires the operation of back-up or auxiliary facilities or similar systems only when necessary to achieve compliance with the conditions of the permit.

## **6.3 Sewage Collection Systems**

### **6.3.1 Sanitary Sewage Overflows and Sewage Treatment Facility Overflows**

#### **6.3.1.1 Overflows Prohibited**

Any overflow or discharge of wastewater from the sewage collection system or at the sewage treatment facility, other than from permitted outfalls, is prohibited. The permittee shall provide information on whether any of the following conditions existed when an overflow occurred:

- The sanitary sewer overflow or sewage treatment facility overflow was unavoidable to prevent loss of life, personal injury or severe property damage;
- There were no feasible alternatives to the sanitary sewer overflow or sewage treatment facility overflow such as the use of auxiliary treatment facilities or adequate back-up equipment, retention of untreated wastes, reduction of inflow and infiltration, or preventative maintenance activities;
- The sanitary sewer overflow or the sewage treatment facility overflow was caused by unusual or severe weather related conditions such as large or successive precipitation events, snowmelt, saturated soil conditions, or severe weather occurring in the area served by the sewage collection system or sewage treatment facility; and
- The sanitary sewer overflow or the sewage treatment facility overflow was unintentional, temporary, and caused by an accident or other factors beyond the reasonable control of the permittee.

#### **6.3.1.2 Permittee Response to Overflows**

Whenever a sanitary sewer overflow or sewage treatment facility overflow occurs, the permittee shall take all feasible steps to control or limit the volume of untreated or partially treated wastewater discharged, and terminate the discharge as soon as practicable. Remedial actions, including those in NR 210.21 (3), Wis. Adm. Code, shall be implemented consistent with an emergency response plan developed under the CMOM program.

#### **6.3.1.3 Permittee Reporting**

Permittees shall report all sanitary sewer overflows and sewage treatment overflows as follows:

- The permittee shall notify the department by telephone, fax or email as soon as practicable, but no later than 24 hours from the time the permittee becomes aware of the overflow;
- The permittee shall, no later than five days from the time the permittee becomes aware of the overflow, provide to the department the information identified in this paragraph using department form number 3400-184. If an overflow lasts for more than five days, an initial report shall be submitted within 5 days as required in this paragraph and an updated report submitted following cessation of the overflow. At a minimum, the following information shall be included in the report:

- The date and location of the overflow;
- The surface water to which the discharge occurred, if any;
- The duration of the overflow and an estimate of the volume of the overflow;
- A description of the sewer system or treatment facility component from which the discharge occurred such as manhole, lift station, constructed overflow pipe, or crack or other opening in a pipe;
- The estimated date and time when the overflow began and stopped or will be stopped;
- The cause or suspected cause of the overflow including, if appropriate, precipitation, runoff conditions, areas of flooding, soil moisture and other relevant information;
- Steps taken or planned to reduce, eliminate and prevent reoccurrence of the overflow and a schedule of major milestones for those steps;
- A description of the actual or potential for human exposure and contact with the wastewater from the overflow;
- Steps taken or planned to mitigate the impacts of the overflow and a schedule of major milestones for those steps;
- To the extent known at the time of reporting, the number and location of building backups caused by excessive flow or other hydraulic constraints in the sewage collection system that occurred concurrently with the sanitary sewer overflow and that were within the same area of the sewage collection system as the sanitary sewer overflow; and
- The reason the overflow occurred or explanation of other contributing circumstances that resulted in the overflow event. This includes any information available including whether the overflow was unavoidable to prevent loss of life, personal injury, or severe property damage and whether there were feasible alternatives to the overflow.

**NOTE:** A copy of form 3400-184 for reporting sanitary sewer overflows and sewage treatment facility overflows may be obtained from the department or accessed on the department's web site at <http://dnr.wi.gov/topic/wastewater/SSOreport.html>. As indicated on the form, additional information may be submitted to supplement the information required by the form.

- The permittee shall identify each specific location and each day on which a sanitary sewer overflow or sewage treatment facility overflow occurs as a discrete sanitary sewer overflow or sewage treatment facility overflow occurrence. An occurrence may be more than one day if the circumstances causing the sanitary sewer overflow or sewage treatment facility overflow results in a discharge duration of greater than 24 hours. If there is a stop and restart of the overflow at the same location within 24 hours and the overflow is caused by the same circumstance, it may be reported as one occurrence. Sanitary sewer overflow occurrences at a specific location that are separated by more than 24 hours shall be reported as separate occurrences; and
- A permittee that is required to submit wastewater discharge monitoring reports under NR 205.07 (1) (r) shall also report all sanitary sewer overflows and sewage treatment facility overflows on that report.

#### **6.3.1.4 Public Notification**

The permittee shall notify the public of any sanitary sewer and sewage treatment facility overflows consistent with its emergency response plan required under the CMOM (Capacity, Management, Operation and Maintenance) section of this permit and s. NR 210.23 (4) (f), Wis. Adm. Code. Such public notification shall occur promptly following any overflow event using the most effective and efficient communications available in the community. At minimum, a daily newspaper of general circulation in the county(s) and municipality whose waters may be affected by the overflow shall be notified by written or electronic communication.

#### **6.3.2 Capacity, Management, Operation and Maintenance (CMOM) Program**

- The permittee shall by August 1, 2016 submit to the Department verification that a CMOM program for the sewage collection system has been developed which is consistent with the requirements of NR 210.23, Wis. Adm. Code.
- The permittee shall develop and maintain written documentation of the CMOM program components, and shall verify each year with the submittal of the Compliance Maintenance Annual Report required under the 'Compliance Maintenance Annual Reports' section of this permit that the CMOM program documentation is current and meets the requirements in NR 210.23, Wis. Adm. Code.
- The permittee shall implement a CMOM program consistent with the permittee's program documentation and with the requirements of NR 210.23, Wis. Adm. Code.
- The permittee shall annually conduct a self-audit of activities to ensure the CMOM program is being implemented as necessary to meet the requirements contained in the CMOM program documentation.
- The permittee shall make available CMOM program documentation, a record of implementation activities and the results of the self-audit to the Department on request.

### 6.3.3 Sewer Cleaning Debris and Materials

All debris and material removed from cleaning sanitary sewers shall be managed to prevent nuisances, run-off, ground infiltration or prohibited discharges.

- Debris and solid waste shall be dewatered, dried and then disposed of at a licensed solid waste facility.
- Liquid waste from the cleaning and dewatering operations shall be collected and disposed of at a permitted wastewater treatment facility.
- Combination waste including liquid waste along with debris and solid waste may be disposed of at a licensed solid waste facility or wastewater treatment facility willing to accept the waste.

## 6.4 Surface Water Requirements

### 6.4.1 Permittee-Determined Limit of Quantitation Incorporated into this Permit

For pollutants with water quality-based effluent limits below the Limit of Quantitation (LOQ) in this permit, the LOQ calculated by the permittee and reported on the Discharge Monitoring Reports (DMRs) is incorporated by reference into this permit. The LOQ shall be reported on the DMRs, shall be the lowest quantifiable level practicable, and shall be no greater than the minimum level (ML) specified in or approved under 40 CFR Part 136 for the pollutant at the time this permit was issued, unless this permit specifies a higher LOQ.

### 6.4.2 Appropriate Formulas for Effluent Calculations

The permittee shall use the following formulas for calculating effluent results to determine compliance with average concentration limits and mass limits and total load limits:

**Weekly/Monthly/Six-Month/Annual Average Concentration** = the sum of all daily results for that week/month/six-month/year, divided by the number of results during that time period. [Note: When a six-month average effluent limit is specified for Total Phosphorus the applicable periods are May through October and November through April.]

**Weekly Average Mass Discharge (lbs/day)**: Daily mass = daily concentration (mg/L) x daily flow (MGD) x 8.34, then average the daily mass values for the week.

**Monthly Average Mass Discharge (lbs/day)**: Daily mass = daily concentration (mg/L) x daily flow (MGD) x 8.34, then average the daily mass values for the month.

**Six-Month Average Mass Discharge (lbs/day)**: Daily mass = daily concentration (mg/L) x daily flow (MGD) x 8.34, then average the daily mass values for the six-month period. [Note: When a six-month average effluent limit is specified for Total Phosphorus the applicable periods are May through October and November through April.]

**Annual Average Mass Discharge (lbs/day):** Daily mass = daily concentration (mg/L) x daily flow (MGD) x 8.34, then average the daily mass values for the entire year.

**Total Monthly Discharge:** = monthly average concentration (mg/L) x total flow for the month (MG/month) x 8.34.

**Total Annual Discharge:** = sum of total monthly discharges for the calendar year.

**12-Month Rolling Sum of Total Monthly Discharge:** = the sum of the most recent 12 consecutive months of Total Monthly Discharges.

### 6.4.3 Effluent Temperature Requirements

**Weekly Average Temperature** – The permittee shall use the following formula for calculating effluent results to determine compliance with the weekly average temperature limit (as applicable): Weekly Average Temperature = the sum of all daily maximum results for that week divided by the number of daily maximum results during that time period.

**Cold Shock Standard** – Water temperatures of the discharge shall be controlled in a manner as to protect fish and aquatic life uses from the deleterious effects of cold shock. ‘Cold Shock’ means exposure of aquatic organisms to a rapid decrease in temperature and a sustained exposure to low temperature that induces abnormal behavior or physiological performance and may lead to death.

**Rate of Temperature Change Standard** – Temperature of a water of the state or discharge to a water of the state may not be artificially raised or lowered at such a rate that it causes detrimental health or reproductive effects to fish or aquatic life of the water of the state.

### 6.4.4 Visible Foam or Floating Solids

There shall be no discharge of floating solids or visible foam in other than trace amounts.

### 6.4.5 Surface Water Uses and Criteria

In accordance with NR 102.04, Wis. Adm. Code, surface water uses and criteria are established to govern water management decisions. Practices attributable to municipal, industrial, commercial, domestic, agricultural, land development or other activities shall be controlled so that all surface waters including the mixing zone meet the following conditions at all times and under all flow and water level conditions:

- a) Substances that will cause objectionable deposits on the shore or in the bed of a body of water, shall not be present in such amounts as to interfere with public rights in waters of the state.
- b) Floating or submerged debris, oil, scum or other material shall not be present in such amounts as to interfere with public rights in waters of the state.
- c) Materials producing color, odor, taste or unsightliness shall not be present in such amounts as to interfere with public rights in waters of the state.
- d) Substances in concentrations or in combinations which are toxic or harmful to humans shall not be present in amounts found to be of public health significance, nor shall substances be present in amounts which are acutely harmful to animal, plant or aquatic life.

### 6.4.6 Percent Removal

During any 30 consecutive days, the average effluent concentrations of BOD<sub>5</sub> and of total suspended solids shall not exceed 15% of the average influent concentrations, respectively. This requirement does not apply to removal of total suspended solids if the permittee operates a lagoon system and has received a variance for suspended solids granted under NR 210.07(2), Wis. Adm. Code.

### 6.4.7 Fecal Coliforms

The limit for fecal coliforms shall be expressed as a monthly geometric mean.

### 6.4.8 Seasonal Disinfection

Disinfection shall be provided from May 1 through September 30 of each year. Monitoring requirements and the limitation for fecal coliforms apply only during the period in which disinfection is required. Whenever chlorine is used for disinfection or other uses, the limitations and monitoring requirements for residual chlorine shall apply. A dechlorination process shall be in operation whenever chlorine is used.

### 6.4.9 Whole Effluent Toxicity (WET) Monitoring Requirements

In order to determine the potential impact of the discharge on aquatic organisms, static-renewal toxicity tests shall be performed on the effluent in accordance with the procedures specified in the "*State of Wisconsin Aquatic Life Toxicity Testing Methods Manual, 2<sup>nd</sup> Edition*" (PUB-WT-797, November 2004) as required by NR 219.04, Table A, Wis. Adm. Code). All of the WET tests required in this permit, including any required retests, shall be conducted on the *Ceriodaphnia dubia* and fathead minnow species. Receiving water samples shall not be collected from any point in contact with the permittee's mixing zone and every attempt shall be made to avoid contact with any other discharge's mixing zone.

### 6.4.10 Whole Effluent Toxicity (WET) Identification and Reduction

This standard requirement applies only to acute or chronic WET monitoring that is not accompanied by a WET limit. Within 60 days of a retest which showed positive results, the permittee shall submit a written report to the Biomonitoring Coordinator, Bureau of Water Quality, 101 S. Webster St., PO Box 7921, Madison, WI 53707-7921, which details the following:

- A description of actions the permittee has taken or will take to remove toxicity and to prevent the recurrence of toxicity;
- A description of toxicity reduction evaluation (TRE) investigations that have been or will be done to identify potential sources of toxicity, including some or all of the following actions:
  - (a) Evaluate the performance of the treatment system to identify deficiencies contributing to effluent toxicity (e.g., operational problems, chemical additives, incomplete treatment)
  - (b) Identify the compound(s) causing toxicity
  - (c) Trace the compound(s) causing toxicity to their sources (e.g., industrial, commercial, domestic)
  - (d) Evaluate, select, and implement methods or technologies to control effluent toxicity (e.g., in-plant or pretreatment controls, source reduction or removal)
- Where corrective actions including a TRE have not been completed, an expeditious schedule under which corrective actions will be implemented;
- If no actions have been taken, the reason for not taking action.

The permittee may also request approval from the Department to postpone additional retests in order to investigate the source(s) of toxicity. Postponed retests must be completed after toxicity is believed to have been removed.

## 6.5 Land Application Requirements

### 6.5.1 Sludge Management Program Standards And Requirements Based Upon Federally Promulgated Regulations

In the event that new federal sludge standards or regulations are promulgated, the permittee shall comply with the new sludge requirements by the dates established in the regulations, if required by federal law, even if the permit has not yet been modified to incorporate the new federal regulations.

### 6.5.2 General Sludge Management Information

The General Sludge Management Form 3400-48 shall be completed and submitted prior to any significant sludge management changes.

### 6.5.3 Sludge Samples

All sludge samples shall be collected at a point and in a manner which will yield sample results which are representative of the sludge being tested, and collected at the time which is appropriate for the specific test.

### 6.5.4 Land Application Characteristic Report

Each report shall consist of a Characteristic Form 3400-49 and Lab Report. The Characteristic Report Form 3400-49 shall be submitted electronically by January 31 following each year of analysis.

Following submittal of the electronic Characteristic Report Form 3400-49, this form shall be certified electronically via the 'eReport Certify' page by a principal executive officer, ranking elected official or duly authorized representative. The 'eReport Certify' page certifies that the electronic report is true, accurate and complete. The Lab Report must be sent directly to the facility's DNR sludge representative or basin engineer unless approval for not submitting the lab reports has been given.

The permittee shall use the following convention when reporting sludge monitoring results: Pollutant concentrations less than the limit of detection shall be reported as < (less than) the value of the limit of detection. For example, if a substance is not detected at a detection limit of 1.0 mg/kg, report the pollutant concentration as < 1.0 mg/kg .

All results shall be reported on a dry weight basis.

### 6.5.5 Calculation of Water Extractable Phosphorus

When sludge analysis for Water Extractable Phosphorus is required by this permit, the permittee shall use the following formula to calculate and report Water Extractable Phosphorus:

$$\text{Water Extractable Phosphorus (\% of Total P)} = \frac{[\text{Water Extractable Phosphorus (mg/kg, dry wt)} \div \text{Total Phosphorus (mg/kg, dry wt)}] \times 100}{}$$

### 6.5.6 Monitoring and Calculating PCB Concentrations in Sludge

When sludge analysis for "PCB, Total Dry Wt" is required by this permit, the PCB concentration in the sludge shall be determined as follows.

Either congener-specific analysis or Aroclor analysis shall be used to determine the PCB concentration. The permittee may determine whether Aroclor or congener specific analysis is performed. Analyses shall be performed in accordance with the following provisions and Table EM in s. NR 219.04, Wis. Adm. Code.

- EPA Method 1668 may be used to test for all PCB congeners. If this method is employed, all PCB congeners shall be delineated. Non-detects shall be treated as zero. The values that are between the limit of detection and the limit of quantitation shall be used when calculating the total value of all congeners. All results shall be added together and the total PCB concentration by dry weight reported. **Note:** It is recognized that a number of the congeners will co-elute with others, so there will not be 209 results to sum.

- EPA Method 8082A shall be used for PCB-Aroclor analysis and may be used for congener specific analysis as well. If congener specific analysis is performed using Method 8082A, the list of congeners tested shall include at least congener numbers 5, 18, 31, 44, 52, 66, 87, 101, 110, 138, 141, 151, 153, 170, 180, 183, 187, and 206 plus any other additional congeners which might be reasonably expected to occur in the particular sample. For either type of analysis, the sample shall be extracted using the Soxhlet extraction (EPA Method 3540C) (or the Soxhlet Dean-Stark modification) or the pressurized fluid extraction (EPA Method 3545A). If Aroclor analysis is performed using Method 8082A, clean up steps of the extract shall be performed as necessary to remove interference and to achieve as close to a limit of detection of 0.11 mg/kg as possible. Reporting protocol, consistent with s. NR 106.07(6)(e), should be as follows: If all Aroclors are less than the LOD, then the Total PCB Dry Wt result should be reported as less than the highest LOD. If a single Aroclor is detected then that is what should be reported for the Total PCB result. If multiple Aroclors are detected, they should be summed and reported as Total PCBs. If congener specific analysis is done using Method 8082A, clean up steps of the extract shall be performed as necessary to remove interference and to achieve as close to a limit of detection of 0.003 mg/kg as possible for each congener. If the aforementioned limits of detection cannot be achieved after using the appropriate clean up techniques, a reporting limit that is achievable for the Aroclors or each congener for the sample shall be determined. This reporting limit shall be reported and qualified indicating the presence of an interference. The lab conducting the analysis shall perform as many of the following methods as necessary to remove interference:

3620C – Florisil	3611B - Alumina
3640A - Gel Permeation	3660B - Sulfur Clean Up (using copper shot instead of powder)
3630C - Silica Gel	3665A - Sulfuric Acid Clean Up

### 6.5.7 Annual Land Application Report

Land Application Report Form 3400-55 shall be submitted electronically by January 31, each year whether or not non-exceptional quality sludge is land applied. Non-exceptional quality sludge is defined in s. NR 204.07(4), Wis. Adm. Code. Following submittal of the electronic Annual Land Application Report Form 3400-55, this form shall be certified electronically via the ‘eReport Certify’ page by a principal executive officer, ranking elected official or duly authorized representative. The ‘eReport Certify’ page certifies that the electronic report form is true, accurate and complete.

### 6.5.8 Other Methods of Disposal or Distribution Report

The permittee shall submit electronically the Other Methods of Disposal or Distribution Report Form 3400-52 by January 31, each year whether or not sludge is hauled, landfilled, incinerated, or exceptional quality sludge is distributed or land applied. Following submittal of the electronic Report Form 3400-52, this form shall be certified electronically via the ‘eReport Certify’ page by a principal executive officer, ranking elected official or duly authorized representative. The ‘eReport Certify’ page certifies that the electronic report form is true, accurate and complete.

### 6.5.9 Approval to Land Apply

Bulk non-exceptional quality sludge as defined in s. NR 204.07(4), Wis. Adm. Code, may not be applied to land without a written approval letter or Form 3400-122 from the Department unless the Permittee has obtained permission from the Department to self approve sites in accordance with s. NR 204.06 (6), Wis. Adm. Code. Analysis of sludge characteristics is required prior to land application. Application on frozen or snow covered ground is restricted to the extent specified in s. NR 204.07(3) (l), Wis. Adm. Code.

### 6.5.10 Soil Analysis Requirements

Each site requested for approval for land application must have the soil tested prior to use. Each approved site used for land application must subsequently be soil tested such that there is at least one valid soil test in the four years prior to land application. All soil sampling and submittal of information to the testing laboratory shall be done in accordance with UW Extension Bulletin A-2100. The testing shall be done by the UW Soils Lab in Madison or Marshfield, WI or at a lab approved by UW. The test results including the crop recommendations shall be submitted to the DNR contact listed for this permit, as they are available. Application rates shall be determined based on the crop nitrogen recommendations and with consideration for other sources of nitrogen applied to the site.

### 6.5.11 Land Application Site Evaluation

For non-exceptional quality sludge, as defined in s. NR 204.07(4), Wis. Adm. Code, a Land Application Site Request Form 3400-053 shall be submitted to the Department for the proposed land application site. The Department will evaluate the proposed site for acceptability and will either approve or deny use of the proposed site. The permittee may obtain permission to approve their own sites in accordance with s. NR 204.06(6), Wis. Adm. Code.

### 6.5.12 Class B Sludge: Fecal Coliform Limitation

Compliance with the fecal coliform limitation for Class B sludge shall be demonstrated by calculating the geometric mean of at least 7 separate samples. (Note that a Total Solids analysis must be done on each sample). The geometric mean shall be less than 2,000,000 MPN or CFU/g TS. Calculation of the geometric mean can be done using one of the following 2 methods.

Method 1:

$$\text{Geometric Mean} = (X_1 \times X_2 \times X_3 \dots \times X_n)^{1/n}$$

Where X = Coliform Density value of the sludge sample, and where n = number of samples (at least 7)

Method 2:

$$\text{Geometric Mean} = \text{antilog}[(X_1 + X_2 + X_3 \dots + X_n) \div n]$$

Where X =  $\log_{10}$  of Coliform Density value of the sludge sample, and where n = number of samples (at least 7)

Example for Method 2

Sample Number	Coliform Density of Sludge Sample	$\log_{10}$
1	$6.0 \times 10^5$	5.78
2	$4.2 \times 10^6$	6.62
3	$1.6 \times 10^6$	6.20
4	$9.0 \times 10^5$	5.95
5	$4.0 \times 10^5$	5.60
6	$1.0 \times 10^6$	6.00
7	$5.1 \times 10^5$	5.71

The geometric mean for the seven samples is determined by averaging the  $\log_{10}$  values of the coliform density and taking the antilog of that value.

$$(5.78 + 6.62 + 6.20 + 5.95 + 5.60 + 6.00 + 5.71) \div 7 = 5.98$$

$$\text{The antilog of } 5.98 = 9.5 \times 10^5$$

### 6.5.13 Vector Control: Volatile Solids Reduction

The mass of volatile solids in the sludge shall be reduced by a minimum of 38% between the time the sludge enters the digestion process and the time it either exits the digester or a storage facility. For calculation of volatile solids reduction, the permittee shall use the Van Kleeck equation or one of the other methods described in "Determination of Volatile Solids Reduction in Digestion" by J.B. Farrell, which is Appendix C of EPA's *Control of Pathogens in Municipal Wastewater Sludge* (EPA/625/R-92/013). The Van Kleeck equation is:

$$\text{VSR}\% = \frac{\text{VS}_{\text{IN}} - \text{VS}_{\text{OUT}}}{\text{VS}_{\text{IN}}} \times 100$$

$$VS_{IN} - (VS_{OUT} \times VS_{IN})$$

Where:  $VS_{IN}$  = Volatile Solids in Feed Sludge (g VS/g TS)

$VS_{OUT}$  = Volatile Solids in Final Sludge (g VS/g TS)

VSR% = Volatile Solids Reduction, (Percent)

#### **6.5.14 Class B Sludge - Vector Control: Injection**

No significant amount of the sewage sludge shall be present on the land surface within one hour after the sludge is injected.

#### **6.5.15 Land Application of Sludge Which Contains Elevated Levels of Radium-226**

When contributory water supplies exceed 2 pci per liter of Radium 226, monitoring for Radium 226 in sludge is required. Sludge containing Radium 226 shall be land applied in accordance with the requirements in s. NR 204.07(3)(n), Wis. Adm. Code.

## 7 Summary of Reports Due

FOR INFORMATIONAL PURPOSES ONLY

Description	Date	Page
Mercury Pollutant Minimization Program -Implement the Mercury Pollutant Minimization Program	See Permit	12
Mercury Pollutant Minimization Program -Submit Annual Status Reports	June 30, 2015	12
Mercury Pollutant Minimization Program -Submit Annual Status Report #2	June 30, 2016	12
Mercury Pollutant Minimization Program -Submit Annual Status Report #3	June 30, 2017	12
Mercury Pollutant Minimization Program -Submit Annual Status Report #4	June 30, 2018	12
Mercury Pollutant Minimization Program -Submit Final Status Report	June 30, 2019	12
Water Quality Based Effluent Limits (WQBELs) for Total Phosphorus - Operational Evaluation Report	June 30, 2018	12
<del>Water Quality Based Effluent Limits (WQBELs) for Total Phosphorus - Compliance Alternatives, Source Reduction, Improvements and Modifications Status</del>	<del>December 31, 2016</del>	13
Water Quality Based Effluent Limits (WQBELs) for Total Phosphorus - Preliminary Compliance Alternatives Plan	December 31, 2018	13
Water Quality Based Effluent Limits (WQBELs) for Total Phosphorus - Final Compliance Alternatives Plan	June 30, 2019	13
Water Quality Based Effluent Limits (WQBELs) for Total Phosphorus - Progress Report on Plans & Specifications	June 30, 2020	13
Water Quality Based Effluent Limits (WQBELs) for Total Phosphorus - Final Plans and Specifications	December 31, 2020	14
Water Quality Based Effluent Limits (WQBELs) for Total Phosphorus - Treatment Plant Upgrade to Meet WQBELs	June 30, 2021	14
Water Quality Based Effluent Limits (WQBELs) for Total Phosphorus - Construction Upgrade Progress Report #1	June 30, 2022	14
Water Quality Based Effluent Limits (WQBELs) for Total Phosphorus - Construction Upgrade Progress Report #2	April 1, 2023	14
Water Quality Based Effluent Limits (WQBELs) for Total Phosphorus - Complete Construction	December 1, 2023	14
Water Quality Based Effluent Limits (WQBELs) for Total Phosphorus - Achieve Compliance	January 1, 2024	14
CMOM (Capacity, Management, Operation and Maintenance) Program Development -Complete Program Development	August 1, 2016	14
Compliance Maintenance Annual Reports (CMAR)	by June 30, each year	16
General Sludge Management Form 3400-48	prior to any significant sludge	24

	management changes	
Characteristic Form 3400-49 and Lab Report	by January 31 following each year of analysis	24
Land Application Report Form 3400-55	by January 31, each year whether or not non-exceptional quality sludge is land applied	25
Report Form 3400-52	by January 31, each year whether or not sludge is hauled, landfilled, incinerated, or exceptional quality sludge is distributed or land applied	25
Wastewater Discharge Monitoring Report	no later than the date indicated on the form	15

Report forms shall be submitted electronically in accordance with the reporting requirements herein. Any facility plans or plans and specifications for municipal, industrial, industrial pretreatment and non industrial wastewater systems shall be submitted to the Bureau of Water Quality, P.O. Box 7921, Madison, WI 53707-7921. All other submittals required by this permit shall be submitted to: Southeast Region, 2300 N Dr ML King Drive, Milwaukee, WI 53212



September 11, 2017

John Bjelajac  
Bjelajac & Kallenbach, L.L.C.  
P. O. Box 38  
601 Lake Avenue  
Racine WI 53401-0038

Subject: Wis. Stat. § 283.63 Petition for Contested Case Hearing; WPDES Permit WI-0022926-09-0;  
Reissued to City of Burlington (DNR-15-007)

Dear Mr. Bjelajac:

You submitted a request for contested case hearing, under Wis. Stat. § 283.63, on February 9, 2015, on behalf of the City of Burlington (Burlington), regarding WPDES Permit WI-0022926-09-0 (Permit). The Department of Natural Resources (DNR) granted the hearing on August 24, 2016. DNR and Burlington have reached an agreement to resolve the contested case without a hearing, as specified in the attached Settlement Agreement.

Attached to this letter is the agreement to resolve the issues presented in your petition for hearing. The proposal is to modify the Permit to change the interim compliance schedule. Please sign the Settlement Agreement on behalf of Burlington, and I will sign on behalf of DNR. The modified Permit must then go out for public notice and comment for 30 days, as provided in Wis. Stat. § 283.39. As discussed, we need a signed Settlement Agreement by October 31, 2017, to meet the schedule in the Agreement. If no one objects to the modified Permit and it is modified as specified in the Stipulation, Burlington agrees to withdraw its petition for contested case hearing and waive any further rights to challenge the modified Permit. Burlington retains its right to challenge the phosphorus WQBEL in the next Permit at permit reissuance.

Please contact me if you have any questions.

Sincerely,



Judith M. Mills  
Attorney, Wisconsin Department of Natural Resources

c: Laura Dietrich - SER  
Sharon Gayan—Bureau Director - WY/3

## SETTLEMENT AGREEMENT

This Settlement Agreement (“Agreement”) is made as between the Wisconsin Department of Natural Resources (“WDNR”) and the City of Burlington (“Burlington”) to resolve a pending contested case hearing petition brought by Burlington.

### BACKGROUND

WHEREAS, WDNR issued a Wisconsin Pollution Discharge Elimination System (“WPDES”) permit (“Permit”) to Burlington that contains a water quality based effluent limitation (“WQBEL”) for phosphorus, the effective date for which is after the expiration date of WPDES Permit No. WI-0022926-09-0;

WHEREAS, section 3.2.1 of the Permit contains an interim phosphorus limit of 1.0 mg/L (“Interim Limit”) and section 3.2.1.4 of the Permit contains a final phosphorus effluent limit of 0.1 mg/L, six-month average (May-October, November-April) and 0.3 mg/L monthly average, and 3.0 lbs/day annual average effective January 1, 2024, unless certain conditions are met (“Final WQBEL”);

WHEREAS, Burlington challenged the Final WQBEL and associated compliance schedule in the Permit in a Wis. Stat. § 283.63 petition filed on February 9, 2015;

WHEREAS, section 5.2 of the Permit specifies interim compliance dates to be met prior to attaining the Final WQBEL for phosphorus on January 1, 2024; and

WHEREAS, Burlington and WDNR have reached an agreement regarding the issues raised in the petition regarding the Final WQBEL for phosphorus and the associated compliance schedule and all other issues raised in the petition;

### **IT IS HEREBY STIPULATED AND AGREED BETWEEN WDNR AND BURLINGTON:**

1. No later than thirty (30) days following the execution of this agreement, WDNR shall public notice a proposed modification of the Permit, to modify the interim compliance

schedule for phosphorus, in accordance with the terms and conditions set forth in Attachment A (“Permit Modification”).

2. If the Permit is modified according to the terms of Attachment A on or before January 1, 2018, Burlington shall withdraw the Petition for Review and Request for Contested Case Hearing filed on February 9, 2015.
3. If the Permit is modified according to the terms of Attachment A on or before January 1, 2018, Burlington agrees they will comply with the interim compliance schedule for phosphorus specified in Attachment A and will not seek review of the Permit Modification pursuant to Wis. Stat. §§ 283.63 or 227.42. Burlington also agrees not to seek judicial review of this Stipulation under Wis. Stat. § 227.52.
4. Prior to the expiration date of the current Permit and before the effective date of the Final WQBEL for phosphorus, WDNR shall re-evaluate and replace the Final WQBEL with a New Final WQBEL for phosphorus.
5. The Department’s reevaluation of the phosphorus WQBEL shall be included as part of a proposed reissuance, or revocation and reissuance, of WPDES Permit No. WI-0022926-09-0.
6. WDNR’s reevaluation of the phosphorus WQBEL at the next reissuance could result in a calculated WQBEL that is higher, lower, or the same numeric value as the final limit in the current permit, but in any case will be a new decision by WDNR regarding the final value of the WQBEL at the time of reissuance.

---

Attorney Judith M. Mills  
Department of Natural Resources  
P.O. Box 7921  
Madison, WI 53707

---

Attorney John Bjelajac  
Bjelajac & Kallenbach, LLC  
P.O. Box 38  
Racine, WI 53401-0038



**COMMON COUNCIL REGULAR**

**ITEM NUMBER 15B**

---

**DATE:** October 17, 2017

**SUBJECT:** MOTION 17-884 - to approve an Amended Contract for Joint Dispatch Services between Racine County the Village of Caledonia, Village of Mount Pleasant, Village of Sturtevant and the City of Burlington.

**SUBMITTED BY:** Carina Walters, City Administrator

---

**BACKGROUND/HISTORY:**

On July 12, 2017, the City of Burlington experienced historic levels of flooding, in so far, the Police Department had over 5 feet of water in the basement. As a result of the flooding, the entire 911 Communications System was destroyed in addition to other critical city infrastructure. On August 1, 2017, staff brought forth to the Committee of the Whole seeking direction, whether staff should look to outsource its dispatch operations to the Racine County Communications Center (RCCC).

During the meeting staff was directed to research, analyze, and explore the implications of following options:

1. BPD maintains dispatching for Police, Fire, and EMS.
2. RCCC dispatches Police, Fire, and EMS.
3. BPD dispatches Police; RCCC dispatches Fire and EMS.

During a September 21, 2017 Special Meeting the Common Council, staff outlined the challenges and opportunities of the above options. Based on the numbers outlined during the meeting, the City would see a projected savings in joining RCCC of \$958,260 over 6 years. The projected savings over 12 years is approximately \$2,742,006.

As Racine County has the current redundancy in place, sufficient staffing and the fact that a portion of the County Tax Levy is currently being paid by Burlington residents which will continue to increase, staff was directed to explore a joint consolidated dispatch contract with the County that best serves the interest of the City, should the City ultimately enter into a contract with the County. For your convenience, attached is an amended contract for joint dispatch services with the aforementioned communities and Racine County.

**BUDGET/FISCAL IMPACT:**

Please see information above.

**RECOMMENDATION:**

Staff recommends approving an amended contract for Joint Dispatch Services between Racine County the Village of Caledonia, Village of Mount Pleasant, Village of Sturtevant and the City of Burlington.

**TIMING/IMPLEMENTATION:**

This item is for discussion at the October 17, 2017 Committee of the Whole meeting and scheduled for final consideration at the same night Common Council meeting.

---

**Attachments**

Motion 17-884 Consolidated Dispatch

---

## AMENDED CONTRACT FOR JOINT DISPATCH SERVICES

THIS AMENDMENT TO THE JOINT DISPATCH SERVICES AGREEMENT, entered into this \_\_\_\_ day of \_\_\_\_\_, 2017, between Racine County, a quasi-municipal corporation (hereinafter referred to as "**COUNTY**") and the Village of Caledonia, Wisconsin (hereinafter referred to as "**CALEDONIA**"), the Village of Mount Pleasant, Wisconsin (hereinafter referred to as "**MOUNT PLEASANT**"), the City of Racine, Wisconsin (hereinafter referred to as "**CITY**"), the Village of Sturtevant, Wisconsin (hereinafter referred to as "**STURTEVANT**"), and the City of Burlington, Wisconsin (hereinafter referred to as "**BURLINGTON**").

WHEREAS, the municipalities of **CITY**, **CALEDONIA**, **MOUNT PLEASANT**, and **STURTEVANT** and **COUNTY** entered into a contract, dated October 27, 2010 (hereinafter referred to as "Agreement"), for the purpose of consolidating dispatch services pursuant to Sections 61.65 and 66.0301 of the Wisconsin Statutes; and

WHEREAS, **BURLINGTON** seeks dispatch services from the **COUNTY**; and

WHEREAS, pursuant to Section 8 of the Agreement, expansion of Joint Dispatch to include other municipalities requires any additional municipality seeking dispatch services from the **COUNTY** to enter into the Agreement as an additional party;

NOW THEREFORE, in consideration of the mutual promises, terms and conditions herein contained, and other good and valuable consideration, the parties hereto agree as follows:

1. *Establishment of Joint Dispatch*

**COUNTY** shall, in accordance with the schedule set forth in section 9 of this contract, establish a joint dispatch operation that shall be adequately staffed, equipped and supplied to provide – and shall provide at **COUNTY** cost – dispatch services for police, fire, and EMS rescue 24 hours per day, 7 days per week to and for **CITY**, **CALEDONIA**, **MOUNT PLEASANT**, **BURLINGTON**, and **STURTEVANT** (hereinafter the "Parties or "parties") . **JOINT DISPATCH** shall also provide fire dispatch services to the Village of Wind Point, North Bay, and Elmwood Park. All dispatch personnel shall be employees of **COUNTY**.

The joint dispatch operation (hereafter referred to as **JOINT DISPATCH**) shall be a civilian department of the **COUNTY** headed by a director who shall report to the Racine County

Executive. **JOINT DISPATCH** shall answer and dispatch all 9-1-1 calls and emergency calls for service. A more complete description of the dispatch services is set forth in Exhibit A, which is attached hereto and incorporated herein.

The parties hereby agree:

- That services shall be provided uniformly for the benefit of the residents of all municipalizes served by **JOINT DISPATCH**;
- That the level of service shall, at minimum, always be consistent with that currently provided by the County Communications Center; and
- That they are committed to ensuring that **JOINT DISPATCH** fully meets the public safety communications needs of the Racine County residents served by it.

2. *Locations of Joint Dispatch Operations*

**JOINT DISPATCH** shall operate out of the existing **COUNTY** Communications Center located in the Town of Yorkville, with a mailing address of 14116 Washington Avenue, Sturtevant, WI 53177. The back-up dispatch center shall be located at the existing **CITY** communications center at 730 Center Street, Racine WI 53403. In emergency situations or for temporary construction purposes, the location of either or both dispatch centers can be moved on a temporary basis.

**CALEDONIA, MOUNT PLEASANT, BURLINGTON, and CITY** shall arrange for transferring or forwarding the appropriate 9-1-1 lines and emergency police and fire phone lines to the dispatch centers as appropriate.

3. *Staffing of Joint Dispatch*

**COUNTY** will staff **JOINT DISPATCH** by hiring the necessary number of personnel to augment currently employed civilian personnel at the **COUNTY** Communications Center. The parties agree that **COUNTY** will hire a **JOINT DISPATCH** Director from outside the pool of current or former **CALEDONIA, MOUNT PLEASANT, and CITY** dispatch personnel. **COUNTY** agrees that, for a period of two years after the effective date of consolidation, it will hire all other new employees for dispatch operations only from the pool of currently employed and qualified **CALEDONIA, MOUNT PLEASANT, and CITY** dispatch personnel, so long as any such personnel are willing to accept such positions.

Currently employed **CALEDONIA, MOUNT PLEASANT**, and **CITY** dispatch personnel interested in being employed by **COUNTY** shall be required to apply for such positions with the **COUNTY**. **COUNTY** shall have full discretion, consistent with applicable law, to determine whether such municipal dispatch personnel are qualified. **COUNTY**'s judgment concerning an individual's qualifications may be based on any lawful consideration including, but not limited to, test results, background checks, and history of prior employment.

Detailed terms and conditions of the Parties' agreement concerning hiring of municipal dispatchers are set forth in Exhibit **B**, which is attached hereto and incorporated herein. A list of the currently employed dispatch personnel for **CALEDONIA, MOUNT PLEASANT**, and **CITY** who are covered by this paragraph is set forth in Exhibit C, which is also attached hereto and incorporated herein. **COUNTY**'s obligation to hire staff from among currently employed municipal dispatch personnel shall be limited to those persons named in Exhibit C.

**BURLINGTON** dispatch personnel employed as of the effective date of this Amended Contract for Joint Dispatch Services interested in being employed by **COUNTY** shall be required to apply for such positions with the **COUNTY**. **COUNTY** shall have full discretion, consistent with applicable law, to determine whether such **BURLINGTON** dispatch personnel are qualified. **COUNTY**'s judgment concerning an individual's qualifications may be based on any lawful consideration including, but not limited to, test results, background checks, and history of prior employment.

4. *Joint Dispatch Use of City of Racine Space as Back-up Facility*

**CITY** shall allow **COUNTY** to occupy and, as and when necessary, operate a back-up dispatch center in what is currently the **CITY** communications center at 730 Center Street. **COUNTY** shall have the right to occupy said site, to use and operate all existing equipment related to the operation of the dispatch center, and, at its option, to replace equipment as necessary to ensure an adequate back-up capability.

**COUNTY** shall be responsible for the payment of all operational costs related to the operation of both dispatch centers as more fully set forth in Exhibit D, which is attached hereto and incorporated herein by reference. **COUNTY**'s occupancy of the **CITY** communications center at

730 Center Street as a back-up dispatch center for **JOINT DISPATCH** shall be at no cost to **COUNTY** except as provided in Exhibit D.

5. *Payment by Municipalizes for Joint Dispatch Services*

**CITY, CALEDONIA, MOUNT PLEASANT,** and **STURTEVANT** shall pay **COUNTY** the sum of \$2,366,048 for the year of 2011 and shall pay \$2,548,906 per year in years 2012-2020. Allocation of such payments among **CITY, CALEDONIA, MOUNT PLEASANT,** and **STURTEVANT** shall be the subject of a separate agreement. The payments shall be payable in quarterly installments due on the 1<sup>st</sup> day of January, April, July, and October of each year. Commencing in the year 2021, the yearly payment shall be reduced by 10% of \$2,548,906 per year (\$254,891) from the previous year. After December 31, 2029, neither **CITY** nor **CALEDONIA,** nor **MOUNT PLEASANT,** nor **STURTEVANT** shall owe **COUNTY** any further payments for dispatch services. A schedule of annual payments is set forth in Exhibit E, which is attached hereto and incorporated herein.

**BURLINGTON** shall pay **COUNTY** the sum of [\$15,322.08 per month for the year 2017 if applicable] and shall pay \$183,865 per year in years 2018-2020. The **BURLINGTON** payments shall be payable in quarterly installments due on the 1<sup>st</sup> day of January, April, July, and October of each year. Commencing in the year 2021, **BURLINGTON**'s yearly payment shall be reduced by 10% of \$183,865 per year (\$18,387) from the previous year. After December 31, 2029, **BURLINGTON** shall not owe **COUNTY** any further payments for dispatch services. **BURLINGTON**'s payment schedule for years 2018-2030 is set forth below in Table 5-1.

Table 5-1

10%	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	Total
18,387	183,865	183,865	183,865	165,478	147,091	128,704	110,317	91,930	73,543	55,156	36,769	18,382	-	1,378,965

6. *911 Operations Commission*

A 911 Operations Commission (hereinafter referred to as “**OPERATIONS COMMISSION**”) shall be established and shall consist of the

- Racine County Sheriff,
- City of Burlington police and fire chiefs,
- City of Racine police and fire chiefs,

- Caledonia police and fire chiefs,
- Mount Pleasant police chief
- South Shore Fire Department chief,
- Sturtevant police chief, and
- Excepting BURLINGTON, on a rotating basis, one police chief from a municipality west of I-94 that is served by **JOINT DISPATCH**, or one fire chief from a municipality or volunteer fire department west of I-94 that is served by **JOINT DISPATCH**.

Each member of the **OPERATIONS COMMISSION** shall have an equal vote and may send a designee in his or her place.

Each member of the **OPERATIONS COMMISSION** shall have overall authority over the operational policies and procedures of **JOINT DISPATCH**, but no such policies or procedures shall be inconsistent with the terms of this contract (including all exhibits) and work agreements (contracts), unless this contract is amended by the Parties. Implementation of operational policies and procedures shall be the responsibility of the **JOINT DISPATCH** Director, subject to supervision of the County Executive. The **OPERATIONS COMMISSION** may make recommendations to the County Executive, through the **JOINT DISPATCH** Director, in regard to the hiring of any additional staff and/or the purchase of any additional or replacement equipment or other similar capital expense.

7. *Effective Date and Duration of Contract.*

This contract shall be effective upon execution and shall continue until December 31, 2029. This contract will automatically renew on a year to year basis after December 31, 2029. A party may cease participation in this contract effective January 1, 2030 or thereafter, by giving all other parties at least one year's written notice of its intent to opt out of the contract. If any party breaches this contract and fails to cure such breach within sixty (60) days after written notice of such breach from any other party or parties, the non-breaching party or parties may terminate this contract.

8. *Potential Expansion of Joint Dispatch to Include Other Municipalities*

All Parties acknowledge that other municipalities may be interested in participating in **JOINT DISPATCH** under this contract. **COUNTY** agrees that any additional municipality seeking

dispatch services from the COUNTY shall only be allowed to receive those services by entering into this contract as an additional Party. The Parties agree to negotiate in good faith to bring any such municipality into the contract. **BURLINGTON, CITY, CALEDONIA, MOUNT PLEASANT, and STURTEVANT**, through the action of their boards/councils, must all agree to the addition of any new Parties to **JOINT DISPATCH** as described in this contract.

9. *Joint Dispatch Phase-in Schedule*

This contract shall be effective on the date of executions. COUNTY shall hire all personnel required to staff **JOINT DISPATCH** effective January 1, 2011, which shall be the effective date of consolidation. The following phase-in schedule shall be generally followed by the parties:

- A. On or about January 1, 2011: COUNTY hires dispatch personnel
- B. On or about March 1, 2011, COUNTY dispatches for CALEDONIA
- C. On or about July 1, 2011: COUNTY dispatches for MOUNT PLEASANT/STURTEVANT
- D. On or about October 1, 2011: COUNTY dispatches for CITY
- E. On or about [January 1, 2018]: COUNTY dispatches for BURLINGTON

10. *Operation of Municipal Dispatch Centers During Transition to Joint Dispatch*

CITY, CALEDONIA, MOUNT PLEASANT, and STURTEVANT agree to keep their respective dispatch centers operating in the same manner and level as operation before January 1, 2011 until such time that the COUNTY informs each respective municipality that COUNTY can take over dispatch operations for that specific municipality. During this time period, each respective municipality shall cover all costs of its municipal dispatch operations except for the cost of the COUNTY-employed dispatch personnel assigned to that particular dispatch center.

During the period of training and transition subsequent to January 1, 2011, COUNTY-hired **JOINT DISPATCH** personnel will continue to be assigned to and will work at their respective municipal dispatch centers. COUNTY shall direct such personnel to continue to report to, perform job functions at, and be supervised as directed by, the respective municipality until COUNTY assumes dispatch operations for the respective municipality. CITY, CALEDONIA, and MOUNT PLEASANT shall be entitled to at least 30 days notice of the date

on which dispatch operations are to be transferred from the respective municipality to the **COUNTY**, unless those parties agree upon a shorter time period.

11. *Joint Dispatch Staffing*

It is agreed that the staffing level of **JOINT DISPATCH** shall be 51 Full-Time Equivalents (FTE's), as more fully described in Exhibit F, which is attached hereto and incorporated herein. The payments specified in section 5 herein are based on staffing at that agreed level.

Recognizing that all Parties may benefit from **JOINT DISPATCH** having additional staffing resources during the period of training and transition subsequent to January 1, 2011, it is agreed among all parties that **COUNTY** may hire more dispatchers from **CITY**, **CALEDONIA**, and/or **MOUNT PLEASANT** that the number required to achieve the agreed staffing level if requested to do so by the municipalities.

In the event, **CITY**, **CALEDONIA**, **MOUNT PLEASANT**, and **STURTEVANT** shall pay **COUNTY** an amount, on a quarterly basis, that compensates **COUNTY** for the increased cost of employing such personnel. The obligation of the Participating Municipalities to compensate **COUNTY** shall, however, be limited by the following considerations:

- The municipalities shall not be liable for payments for any employee if and when that employee becomes one of the agreed 51 FTE's;
- The municipalities shall not be liable for payments for any employee who is not named on Exhibit C; and
- In no event shall they be liable for such payments more than eighteen months after the effective date of consideration.

A schedule of quarterly payments for each additional person hired by **COUNTY** as a permanent employee appears in Exhibit E. In the event that **COUNTY** secures the services of an individual as other than a permanent employee, the municipalities will pay the actual cost for the individual's wages, which will not exceed the wage portion of the rate shown in Exhibit E.

In addition to, or in lieu of, **COUNTY's** hiring of more municipal dispatchers than necessary to achieve the agreed staffing level of 51 FTE's, **CITY**, **CALEDONIA**, and/or

**MOUNT PLEASANT** may, at their option, assign or otherwise make available to **COUNTY**, at no cost to **COUNTY**, currently employed dispatchers who had not been hired by it. In that event, because such individuals will be paid by their employing municipalities, no additional payments will be owed to **COUNTY**.

**COUNTY** shall have the sole power and authority to make all hiring, firing, discipline, promotion, and other related personnel decisions in regard to **JOINT DISPATCH** employees.

12. *Notices*

Each notice required by or relating to this contract shall be in writing and shall specifically refer to this contract by name (AMENDED CONTRACT FOR JOINT DISPATCH SERVICES) and shall refer specifically to the number(s) of the section(s) or subsection(s) to which the notice relates. Any such notices shall be delivered to each notice addressee of the Party receiving the notice by personal delivery (or alternatively, if the address specified for such notice addressee is an office address, by personal delivery during normal business hours to the person apparently in charge of such addressee's office), or shall be mailed to such addressee by certified mail-return receipt requested or by first class mail, or shall be transmitted to such addressee by facsimile (provided that notice is mailed the same day by first class mail), at the address stated below. Each notice shall be effective upon delivery in person, or two days after mailing by certified mail-return receipt requested or first class mail, or upon facsimile transmission with receipt confirmed, or upon actual receipt without regard to the method of delivery or transmission, whichever occurs first. Any time period specified by this contract in connection with a notice requirement shall be determined with respect to the effective date of the notice unless a different intent is clearly stated. The governing body of any Party shall have authority to waive, in writing, any notice that it is entitled to receive under this contract.

Unless otherwise specified in this contract, notices to any Party shall be sent to its Clerk, at the address of the respective Village Hall, City Hall, or County Courthouse.

13. *Obligation to Implement Agreement*

Each Party shall promptly take such actions as may be necessary or desirable to effectuate and implement this Agreement.

14. *Indemnification*

Each Party agrees to indemnify, defend, and hold harmless every other Party and its officials, officers, and employees from and against any and all claims, damages, costs, and expenses (including reasonable attorney fees) arising out of or resulting from any alleged act or omission of the indemnifying Party or its officials, officers, or employees relating to the JOINT dispatch services.

15. *Severability*

In the event that any provision of this contract, or any part thereof, is held or determined by a court or agency of competent jurisdiction to be invalid or unenforceable, the balance of this contract shall be deemed to be severable and shall survive.

16. *Complete Agreement*

This contract represents the complete agreement of the Parties and supersedes all agreements, warranties, representations, and promises, either written or oral, made during the course of negotiations leading up to this Agreement. The existing contract for dispatch services between **STURTEVANT** and **MOUNT PLEASANT** shall terminate effective 60 days after dispatch services for Sturtevant/Mount Pleasant are switched over to the County, but shall remain in full force and effect until that date under this contract.

17. *Approval by Governing Bodies of Parties*

Each of the Parties hereby represents that this contract was duly approved by its governing body on or before the date signed below, in accordance with all applicable state and local laws, and that its governing body has caused its duly authorized officers to execute this contract on its behalf on the date stated after each signature below.

Dated this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_.

VILLAGE OF CALEDONIA

\_\_\_\_\_  
Tom Christensen  
Village Administrator

\_\_\_\_\_  
Katie Torkilsen  
Village Clerk

VILLAGE OF MOUNT PLEASANT

---

Dave Degroot  
Village President

---

Stephanie Kohlhagen  
Village Clerk

CITY OF RACINE

---

Dennis Wisner  
Mayor

---

Janice Johnson-Martin  
City Clerk

VILLAGE OF STURTEVANT

---

Jayne Hoffman  
Village President

---

Mary Cole  
Village Clerk

CITY OF BURLINGTON

---

Jeannie Hefty  
Mayor

---

Diahnn Halbach  
City Clerk

COUNTY OF RACINE

---

Jonathan Delagrave  
County Executive

---

Wendy Christensen  
County Clerk

Exhibit A

TERMS AND CONDITIONS OF OPERATION OF A  
RACINE COUNTY JOINT DISPATCH SYSTEM

1. JOINT DISPATCH shall be a department of Racine County government, staffed by civilian county employees and headed by a civilian director who shall report to the County Executive.
2. The 911 OPERATIONS COMMISSION (hereinafter "COMMISSION") shall be responsible for development and adoption of dispatch protocols, operating procedures, and quality assurance processes to be used by JOINT DISPATCH in handling calls and dispatching units. Although the COMMISSION will seek to operate by consensus, it may act on the basis of majority vote of the members present.
3. The JOINT DISPATCH Director shall abide by such protocols, operating procedures, and quality assurance processes developed by the COMMISSION and will be responsible for their implementation by JOINT DISPATCH staff. JOINT DISPATCH shall handle calls for service for all agencies served by it, in a manner that is consistent with the policies and procedures set forth by the COMMISSION, so long as such manner is consistent with the terms of the CONTRACT FOR JOINT DISPATCH SERVICES, including all exhibits thereto.
4. The COMMISSION may also make recommendations to the Director regarding the overall operation of the JOINT DISPATCH. Such recommendations, however, will not have the same binding force as the actions of the COMMISSION regarding protocols, operating procedures, and quality assurance processes.
5. Although the Director shall operate JOINT DISPATCH in accordance with the dispatch protocols, operating procedures, and quality assurance processes adopted by the COMMISSION, it is recognized that JOINT DISPATCH employees are Racine County employees and that they are subject to Racine County rules and regulations.
6. COUNTY shall provide all necessary equipment, supplies and staff to operate JOINT DISPATCH. JOINT DISPATCH shall be operated 24 hours per day, seven days per week so that Racine County residents can access the dispatch services by dialing 9-1-1.
7. Each participating municipality shall arrange for transferring or forwarding the appropriate non-emergency seven-digit police and fire phone lines to JOINT DISPATCH. JOINT DISPATCH shall answer and dispatch all 9-1-1 calls and all non-emergency calls for service. Each participating municipality shall provide and maintain, at its own cost, administrative telephone lines at its Police and Fire Departments and shall be responsible for answering calls received on such lines.
8. There shall be an alternative dispatch facility, known as a "back-up center," capable of performing the functions of the primary dispatch system in a separate geographic location from the primary JOINT DISPATCH location. It is understood that the Communications Center located in the facilities of the City of Racine will serve as this back-up facility.

9. Attachment 1 to this Exhibit reflects the understanding of the parties concerning which functions are either within or outside the purview of JOINT DISPATCH. The enumeration and classification of such functions may, from time to time, be subject to review and adjustment by the action of the COMMISSION consistent with funding, staffing, and equipment of JOINT DISPATCH.
10. All agencies served by JOINT DISPATCH are considered equal users of JOINT DISPATCH.

ATTACHMENT 1 TO EXHIBIT A

AGREED-UPON DUTIES OF JOINT DISPATCH

The following reflects the understanding of the parties concerning which functions are either within or outside the purview of telecommunicators in the JOINT DISPATCH Center. The enumeration and classification of such functions may, from time to time, be subject to review and adjustment by the action of the 911 OPERATIONS COMMISSION, consistent with funding, staffing, and equipment of JOINT DISPATCH.

*Law Enforcement*

Answer administrative calls

No - When call comes in on admin line it will be answered by person at the agency.

Answer 911 calls

Yes

Answer non-emergency calls

Yes

Dispatch Emergency and non-emergency calls

Yes

Track patrol units

Yes

Relay/update information to units

Yes

Warrant and commitment storage and confirmation requests

Yes

License inquiries, DL inquiries, interpret DL records

Yes, if unit has no MDC or is unable to conduct inquiry on its own

Assign arrest and property numbers

No - Records bureau function

The center will contact:

Schools regarding truancy

Tow companies for accidents, disabled vehicles and violations

Keyholders for alarms

Vehicle owners regarding possession of vehicles

Animal Control / Humane Officer

Human Services Department

---

As with any function listed herein, the duties of JOINT DISPATCH with regard to this function may, from time to time, be subject to review and adjustment by the action of the 911 OPERATIONS COMMISSION, consistent with funding, staffing, and equipment of JOINT DISPATCH.

The center will disseminate:

- Severe weather notifications - calling lists will be utilized
- Court dates
- Attempt to locate/BGLO's

The center will enter and/or cancel for CIB/NCIC

- |                   |                       |
|-------------------|-----------------------|
| Stolen vehicles   | Missing persons       |
| Runaways          | Stolen/recovered guns |
| Stolen articles   | Stolen boats          |
| Stolen securities |                       |

Personal messages for participating municipality personnel will be transferred to participating municipality to be handled by administrative staff

Sick calls for law enforcement/fire/EMS staff of participating municipalities are administrative in nature and will be handled by municipality staff

Fill patrol overtime via the radio

No - The agency shift commander should use local frequency or phone

JOINT DISPATCH will notify:

- Shift commanders of critical incidents
- if others need to be notified, the shift commander should make notifications if possible; otherwise, JOINT DISPATCH will.
- Shift commanders of "Request for mutual aid"

JOINT DISPATCH will monitor:

- Teletype for incoming messages
- All radio frequencies used by participating municipalities

Handicap parking forms

No - records bureau function

Punch forms

Yes - As they relate to initiating complaints

Call officers in for counter reports

Yes - As they relate to officers taking complaints at front desk

Relay to officers for vehicle releases

Yes

As arranged between the training coordinators of the agency and JOINT DISPATCH, the dispatch center may be used for training of new officers/deputies

Training of new officers/deputies for MDC CIB/NCIC certification will be the responsibility of the agency training coordinator.

JOINT DISPATCH will assist other agencies by:

- Transferring 911 Calls when outside the jurisdiction of Racine County
- Referring non-emergency calls to agencies outside of JOINT DISPATCH area

FIRE/EMS

Answer non-emergency calls

Yes

Administrative calls

No - When call comes in on Admin line it will be answered by person at agency

Answer 911 calls

Yes

Dispatch all fire services related special team requests.

Yes.

Dispatch fire calls, Fire alarms and Water Flow alarms

Yes

There will be a dedicated full-time east end Fire/EMS Dispatcher who will share responsibility with the west end Fire/EMS dispatcher on MABAS Mutual Aid calls. The east end Fire/EMS dispatcher will have limited additional duties or responsibilities. The West End Fire/EMS Dispatcher will handle west end Fire/EMS calls, share MABAS Mutual Aid calls with the east end Fire/EMS dispatcher, and when necessary provide part-time call taking capabilities.

Yes

Dispatch computer-recommended units (computer-aided dispatch as agreed upon by 911 OPERATIONS COMMISSION)

Yes

Be mindful of exceptions

Yes

Track all Fire and EMS using CAD.

Yes

Recall for extra alarm fire - emergency need for additional personnel

Yes

For EMS in particular, JOINT DISPATCH will:

Based on EMD training and policies established by the 911 OPERATIONS COMMISSION, decide if advanced life support units are needed

Perform EMD when needed/requested

Obtain as much patient info as possible

Give times to rescue at hospital

JOINT DISPATCH will monitor:

Primary Fire and EMS dispatch frequencies at all times.

JOINT DISPATCH will notify:

Officer in Charge of critical incidents

JOINT DISPATCH will make additional notifications as directed by the officer

in charge.  
Officer in Charge of mutual aid requests  
Officer in Charge of incident duration when known

JOINT DISPATCH will contact:

Fire investigator  
Public utilities  
Fire Bells  
Medical Examiner  
Medical personnel  
Dive team  
Special teams  
Keyholders  
Health department  
Other fire departments

Make severe weather notifications

Yes - utilizing calling lists

Run fire reports for press

No - Records bureau function

File/track burning permits

Yes

Conduct regular daily tests for radio, plectron and pagers

Yes

Receive/relay/record hydrants out of service

Yes

Receive/relay/record street closures

Yes

Receive/relay/record confined space work

Yes

Any open record request will be forwarded to the agency involved and handled pursuant to established communications center policy.

*OTHER DUTIES*

Handle emergency gate opening at Starkey Train Station.

For DPW

Receive unshoveled sidewalk reports

No - records bureau function

Snow removal sheets for DPW

No - Records bureau function

Make severe weather notifications

No - Administrative

Contact after hours

No - Administrative (will assist if needed)

For Water Department/Utility

Receive/record relay confined space work

Yes

Notify hydrant use for Fire Department

Yes

Contact after hours

No - Administrative (will assist if needed)

For Health Department

Contact after hours

Yes

For Engineering Department

Contact after hours

Yes

For Courts

Commitment forms

No - Records bureau function

Request copies of certified driver's records and registrations

No - records bureau function

JOINT DISPATCH will contact these departments after hours in emergency

Electrician

Parks Department

WE Energies

District Attorney's Office

Department of Public Works

The center will not do any license, DL or criminal history inquiries for any department other than law enforcement agencies.

With regards to the communication center itself:

Receive/record sick call-ins

Fill communication overtime

Three-way with language line for interpretation

TDD calls

Give court testimony if necessary

Contact humane society/humane officers

Maintain Repo car listing

Maintain lost/found animal list

Maintain list of unwanted persons at homeless shelter sites

Notify keyholders as needed in emergency

Supply directions as a last resort

Update alarm files

Add addresses

Add correct GEO common names

The following functions need not be performed by JOINT DISPATCH:

Advise callers of dates/times of events

Advise callers of routine information such as trash pick-up dates/times

File/track park beer permits

File/track block party permits

File/track solicitor permits

Maintain list of defective parking meters

Exhibit B

TERMS AND CONDITIONS OF COUNTY HIRING OF PARTICIPATING  
MUNICIPALITIES' EMPLOYEES FOR JOINT DISPATCH

1. As used herein, the term "dispatcher" includes any front-line dispatch-related position however denominated, such as dispatch technician, telecommunicator, or call-taker.
2. To provide services required under the terms of this contract for JOINT DISPATCH, COUNTY will need to hire a JOINT DISPATCH Director. The Parties to this contract agree that such Director shall be hired from a field of candidates that shall not include persons currently employed by a communications center operated by COUNTY or by the VILLAGE OF CALEDONIA, VILLAGE OF MOUNT PLEASANT, or CITY OF RACINE (hereinafter referred to as PARTICIPATING MUNICIPALITIES).
3. COUNTY will also hire a substantial number of individuals to serve as dispatchers and supervisors, which COUNTY intends to hire from among persons currently performing such duties for PARTICIPATING MUNICIPALITIES.
4. Dispatchers or supervisors currently employed by PARTICIPATING MUNICIPALITIES who desire to be hired by COUNTY for JOINT DISPATCH positions must release their employment records with their current employers (and any previous employers for which they performed similar duties). They shall not be required to satisfy any job-related testing as a condition of hire, but must pass COUNTY criminal background checks, drug tests, and hearing tests. From among PARTICIPATING MUNICIPALITIES' dispatchers and supervisors who successfully complete this process, COUNTY will hire a number required to meet its JOINT DISPATCH staffing needs as set forth in the Contract for Joint Dispatch Services.
5. PARTICIPATING MUNICIPALITIES' dispatchers and supervisors hired by COUNTY will be non-probationary employees. Dispatchers will be hired in COUNTY Pay Grade 9. Supervisors will be hired in COUNTY Pay Grade 8.
6. Except as provided herein with respect to vacation entitlement, standard COUNTY personnel rules and regulations shall govern all municipal dispatchers and supervisors hired by COUNTY.
7. COUNTY agrees with each PARTICIPATING MUNICIPALITY that it will grant each of its dispatchers or supervisors who are hired for JOINT DISPATCH service the number of vacation days per year to which that person is entitled as of the last day of service with the municipality.

Eligibility for subsequent increases in authorized vacation days per year shall be governed by the COUNTY Human Resources Policy Manual or other governing

instrument. In applying such rules, anniversary dates shall be calculated from each person's COUNTY hire date.

Attachment I hereto lists, for each PARTICIPATING MUNICIPALITY, employee vacation entitlements based on the number of years employed by the municipality. It also reflects the required number years after hire by COUNTY before a person is eligible for an increase in vacation days under COUNTY rules.

Municipal Dispatcher Vacation Day Amounts

Employee Municipal Longevity, Vacation Entitlement with County, and Years of Employment with County Before Next Vacation Step

Municipal Completed Years	Caledonia			Mount Pleasant			City of Racine		
	Municipal Days	Entitlement with County	Next County Step	Municipal Days	Entitlement with County	Next County Step	Municipal Days	Entitlement with County	Next County Step
1.0	5.0	5.0	15.0	5.0	5.0	15.0	10.0	10.0	15.0
2.0	10.0	10.0	15.0	10.0	10.0	15.0	10.0	10.0	15.0
3.0	10.0	10.0	15.0	10.0	10.0	15.0	10.0	10.0	15.0
4.0	10.0	10.0	15.0	10.0	10.0	15.0	10.0	10.0	15.0
5.0	11.0	11.0	15.0	15.0	15.0	20.0	10.0	10.0	15.0
6.0	12.0	12.0	15.0	15.0	15.0	20.0	10.0	10.0	15.0
7.0	13.0	13.0	15.0	15.0	15.0	20.0	10.0	10.0	15.0
8.0	14.0	14.0	15.0	15.0	15.0	20.0	15.0	15.0	20.0
9.0	15.0	15.0	20.0	15.0	15.0	20.0	15.0	15.0	20.0
10.0	16.0	16.0	20.0	15.0	15.0	20.0	15.0	15.0	20.0
11.0	17.0	17.0	20.0	20.0	20.0	23.0	15.0	15.0	20.0
12.0	18.0	18.0	20.0	20.0	20.0	23.0	15.0	15.0	20.0
13.0	19.0	19.0	20.0	20.0	20.0	23.0	15.0	15.0	20.0
14.0	20.0	20.0	23.0	20.0	20.0	23.0	15.0	15.0	20.0
15.0	21.0	21.0	23.0	23.0	23.0	25.0	18.0	18.0	20.0
16.0	22.0	22.0	23.0	23.0	23.0	25.0	18.0	18.0	20.0
17.0	23.0	23.0	25.0	23.0	23.0	25.0	18.0	18.0	20.0
18.0	24.0	24.0	25.0	23.0	23.0	25.0	18.0	18.0	20.0
19.0	25.0	25.0	25.0	23.0	23.0	25.0	20.0	20.0	23.0
20.0	25.0	25.0	25.0	25.0	25.0	25.0	20.0	20.0	23.0
21.0	25.0	25.0	25.0	25.0	25.0	25.0	20.0	20.0	23.0
22.0	25.0	25.0	25.0	25.0	25.0	25.0	20.0	20.0	23.0
23.0	25.0	25.0	25.0	25.0	25.0	25.0	20.0	20.0	23.0
24.0	25.0	25.0	25.0	25.0	25.0	25.0	20.0	20.0	23.0
25.0	25.0	25.0	25.0	25.0	25.0	25.0	20.0	20.0	23.0
26.0	25.0	25.0	25.0	25.0	25.0	25.0	20.0	20.0	23.0
27.0	25.0	25.0	25.0	25.0	25.0	25.0	20.0	20.0	23.0
28.0	25.0	25.0	25.0	25.0	25.0	25.0	20.0	20.0	23.0
29.0	25.0	25.0	25.0	25.0	25.0	25.0	20.0	20.0	23.0
30.0	25.0	25.0	25.0	25.0	25.0	25.0	20.0	20.0	23.0

Exhibit C

DISPATCHERS AND SUPERVISORS CURRENTLY EMPLOYED IN  
MUNICIPAL DISPATCH CENTERS AND AVAILABLE FOR HIRE BY  
COUNTY, IF QUALIFIED

1. This Exhibit lists, for each of the three PARTICIPATING MUNICIPALITIES that currently operates a dispatch center, all dispatchers and dispatch supervisors now employed by them who are potentially eligible to be hired by COUNTY. As used herein, the term "dispatcher" includes any front-line dispatch-related position however denominated, such as dispatch technician, telecommunicator, or call-taker.
2. Village of Caledonia:

Kimberly	Achondo
Kristin	Cluey
Jane	Curtis
Christine	Gursky
Roxanne	Jones
Roxanne	Ruffalo

3. Village of Mount Pleasant:

Kim	Arbour
Michelle	Emery
Connie	Jensen
Dawn	Knutter
Chris	Merin
Julie	Silverstein
Kathy	Valetti
Rhonda	Vance
Kevin	Vyvyan
Jeff	Brandt
Monica	Godlewski
Emily	Johnson
Karen	Lawrence
Jessica	Meyer

4. City of Racine:

Joseph	Bednarek
James H.	Brouillette
Mary Ann	Cabell
Gretchen	Christensen
April	Cruz
Patricia	Cruz
Cheryl	Cummings
Scottie	Davis
Jody	Firkus
Jonathan	Fornhals
Lynn M.	Gartner
Lisa M.	Hansen
Karen	Kawinski
Ada	Klemick
JoAnne C.	Larsen
Christine	Leska
Angela	Meiona
Andrea	Munoz
Sharon	Nowakowski
Kristina	Phillips
Sharon	Riley
Steve	Wojciechowski

Exhibit D

AGREEMENT REGARDING USE BY JOINT DISPATCH  
OF CITY OF RACINE COMMUNICATIONS CENTER AS BACK-UP FACILITY

This agreement entered into the 27<sup>th</sup> day of October, 2010 by and between the City of Racine, Wisconsin (hereinafter referred to as CITY) and the County of Racine, Wisconsin (hereinafter referred to as COUNTY) for the purpose of establishing the terms and conditions of COUNTY's access to, and use of the CITY Communications Center as a back-up facility for JOINT DISPATCH, and pursuant to Sections 61.55 and 66.0301 of the Wisconsin Statutes, the parties agree as follows:

1. *Locations of Joint Dispatch Operations*

JOINT DISPATCH shall operate out of the existing COUNTY Communications Center located in the Town of Yorkville, with a mailing address of 14116 Washington Avenue, Sturtevant, WI 53177. It is essential, however, that there be immediately available to JOINT DISPATCH an adequately equipped back-up dispatch center in the event that the principal location shall be rendered unusable.

CALEDONIA, MOUNT PLEASANT and CITY shall arrange for transferring or forwarding the appropriate 9-1-1 lines and emergency police and fire phone lines to the dispatch centers as appropriate.

2. *Joint Dispatch Use of City of Racine Space as Back-up Facility*

CITY hereby grants to COUNTY the right to occupy and, as and when necessary operate a back-up dispatch center in, what is currently the CITY Communications Center at 730 Center Street. CITY hereby grants to COUNTY the right to occupy said site, to use and operate all existing equipment related to the operation to the dispatch center, and, at its option, to replace equipment as necessary to ensure an adequate back-up capability.

Because JOINT DISPATCH must have immediate access to the site and immediate use of its equipment, COUNTY shall have the exclusive right to use the site and equipment, subject to routine access by CITY for housekeeping, maintenance, and public safety training purposes. COUNTY agrees to give favorable consideration to CITY requests for access to the site and, as appropriate, equipment, for other reasons.

To ensure immediate availability of the facility when needed, CITY will ensure that COUNTY has unfettered access, 24 hours a day, seven days a week.

If the COUNTY determines that CITY personnel should provide immediate, short-term staffing of the back-up facility, CITY and COUNTY agree to negotiate in good faith an agreement setting out their respective rights and responsibilities. Said agreement shall be executed on or before the date COUNTY takes occupancy of the back-up facility.

3. *Costs Associated with Occupancy*

- a. Rent. In recognition of the substantial mutual benefits of JOINT DISPATCH, CITY hereby agrees that it will make no charge to COUNTY, whether denominated as rent or otherwise, for the occupancy of, use of, or exclusivity of access to, the site by JOINT DISPATCH.

- b. Utilities, housekeeping, and other routine upkeep. COUNTY agrees that it shall be responsible for the payment of all operational costs related to the operation of the principal dispatch center and the back-up facility. Accordingly, COUNTY agrees to pay to CITY the cost of utilities, housekeeping, and other routine upkeep of the facility. Utilities costs shall be estimated or apportioned in accordance with the methods used by CITY to allocate expenses internally, or by such other methods as may be agreed upon between CITY and COUNTY. The obligation of COUNTY to pay for utilities, housekeeping, and other routine upkeep of the facility shall commence on the date that, in accordance with section 10 of the contract, JOINT DISPATCH takes over dispatch operations for CITY.
- c. Equipment. On the date that, in accordance with section 10 of the contract, JOINT DISPATCH takes over dispatch operations for CITY, CITY will convey to COUNTY, free of any cost or charge, all equipment, furnishings, and dispatch-specific supplies in the CITY Communications Center. It is anticipated that some or all of such equipment and furnishings will be replaced or upgraded so that the facility meets the needs of JOINT DISPATCH as a back-up center. In the event that any replacement or upgrade occurs before JOINT DISPATCH takes over dispatch operations for CITY, CITY will facilitate access to its Communications Center for that purpose. Regardless of the timing of replacement or upgrade, CITY shall have the opportunity to take, at no cost, any replaced or retired items.

3. *Effective Date and Duration of Agreement*

This agreement shall be effective upon execution and, unless the Parties mutually agree otherwise, shall remain in effect so long as CITY remains a PARTICIPATING MUNICIPALITY in JOINT DISPATCH.

4. *Approval by Governing Bodies of Parties*

Each Party hereby represents that this contract was duly approved by its governing body on or before the date stated below, in accordance with all applicable state and local laws, and that its governing body has caused its duly authorized officers to execute this contract on its behalf on the date stated after each signature below.

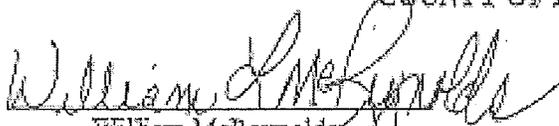
Dated this 27<sup>th</sup> day of October, 2010

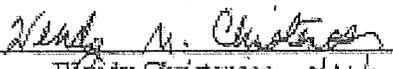
CITY OF RACINE

  
 \_\_\_\_\_  
 John Dickert  
 Mayor

\_\_\_\_\_  
 Janice Johnson-Martin  
 City Clerk

COUNTY OF RACINE

  
 \_\_\_\_\_  
 William McReynolds  
 County Executive

  
 \_\_\_\_\_  
 Wendy Christensen  
 County Clerk

REVIEWED BY FINANCE DIRECTOR  
  
 \_\_\_\_\_  
 Sign \_\_\_\_\_ Date 10/21/10

Date 10-25-10  
 Certified to be correct as to facts  
 By   
 \_\_\_\_\_  
 Racine County Corporation Counsel

- b. Utilities, housekeeping, and other routine upkeep. COUNTY agrees that it shall be responsible for the payment of all operational costs related to the operation of the principal dispatch center and the back-up facility. Accordingly, COUNTY agrees to pay to CITY the cost of utilities, housekeeping, and other routine upkeep of the facility. Utilities costs shall be estimated or apportioned in accordance with the methods used by CITY to allocate expenses internally, or by such other methods as may be agreed upon between CITY and COUNTY. The obligation of COUNTY to pay for utilities, housekeeping, and other routine upkeep of the facility shall commence on the date that, in accordance with section 10 of the contract, JOINT DISPATCH takes over dispatch operations for CITY.
- c. Equipment. On the date that, in accordance with section 10 of the contract, JOINT DISPATCH takes over dispatch operations for CITY, CITY will convey to COUNTY, free of any cost or charge, all equipment, furnishings, and dispatch-specific supplies in the CITY Communications Center. It is anticipated that some or all of such equipment and furnishings will be replaced or upgraded so that the facility meets the needs of JOINT DISPATCH as a back-up center. In the event that any replacement or upgrade occurs before JOINT DISPATCH takes over dispatch operations for CITY, CITY will facilitate access to its Communications Center for that purpose. Regardless of the timing of replacement or upgrade, CITY shall have the opportunity to take, at no cost, any replaced or retired items.

3. Effective Date and Duration of Agreement

This agreement shall be effective upon execution and, unless the Parties mutually agree otherwise, shall remain in effect so long as CITY remains a PARTICIPATING MUNICIPALITY in JOINT DISPATCH.

4. Approval by Governing Bodies of Parties

Each Party hereby represents that this contract was duly approved by its governing body on or before the date stated below, in accordance with all applicable state and local laws, and that its governing body has caused its duly authorized officers to execute this contract on its behalf on the date stated after each signature below.

Dated this 26th day of October, 2010

CITY OF RACINE

\_\_\_\_\_  
John Dickert  
Mayor

Janice M. Johnson-Martin  
Janice Johnson-Martin  
City Clerk

COUNTY OF RACINE

\_\_\_\_\_  
William McReynolds  
County Executive

\_\_\_\_\_  
Wendy Christensen  
County Clerk

Sheet

MUNICIPAL PAYMENTS TO RACINE COUNTY FOR DISPATCH SERVICES

Sample	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	Total	

MUNICIPAL PAYMENTS TO RACINE COUNTY FOR ADDITIONAL STATE

Annual Payment per Additional Dispatcher	\$ 6,318	\$ 7,140	\$ 7,962	\$ 8,784	\$ 9,606	\$ 10,428	\$ 11,250	\$ 12,072	\$ 12,894	\$ 13,716	\$ 14,538	\$ 15,360	\$ 16,182	\$ 17,004	\$ 17,826	\$ 18,648	\$ 19,470	\$ 20,292	\$ 21,114	\$ 21,936	\$ 22,758	\$ 23,580
Quarterly Payment per Additional Dispatcher	\$ 1,579	\$ 1,785	\$ 1,990	\$ 2,196	\$ 2,402	\$ 2,608	\$ 2,814	\$ 3,020	\$ 3,226	\$ 3,432	\$ 3,638	\$ 3,844	\$ 4,050	\$ 4,256	\$ 4,462	\$ 4,668	\$ 4,874	\$ 5,080	\$ 5,286	\$ 5,492	\$ 5,698	\$ 5,904

Exhibit F

AGREED STAFFING OF JOINT DISPATCH

This Exhibit reflects the staffing numbers and structure of JOINT DISPATCH, as agreed upon by the PARTICIPATING MUNICIPALITIES and COUNTY. As used herein, the term "dispatcher" includes any front-line dispatch-related position however denominated, such as dispatch technician, call-taker, or telecommunicator. COUNTY will provide dedicated Information Systems (IS) support to JOINT DISPATCH. Such dedicated IS support will be provided by the COUNTY IS Department, thereby assuring 24/7 support availability.

<u>Position Title</u>	<u>Pay grade</u>	<u>Number of Positions</u>
Director	3	1
Assistant Director	5	1
Supervisor	8	3
Dispatch Technician	9	46
		<hr/>
		51