



CITY OF BURLINGTON

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

AGENDA COMMON COUNCIL

Tuesday, March 6, 2018

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

Student Representatives:

Gabriel King, Burlington High School
Jack Schoepke, Burlington High School

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** (*T. Vos*)
 - A. Approval of the February 21, 2018 Common Council meeting minutes.
6. **Letters and Communications** - There are none.
7. **Reports by Aldermanic Representatives and Department Heads**
8. **Reports** (*J. Schultz*)
 - A. Approval of Reports 1-3:
Historic Preservation Commission Minutes, 12-28-17
Burlington Housing Authority Minutes, 1-17-18
Committee of the Whole Minutes, 2-6-2018
9. **Payment of Prepaids and Vouchers** (*T. Preusker*)

A. To approve Prepaid and Voucher list for bills accrued through March 6, 2018:

Total Prepaid:	\$2,905,444.70
Total Vouchers:	\$ 161,492.68
Grand Total:	\$3,066,937.38

10. **Licenses and Permits** (T. Bauman)

A. To approve Licenses and Permits as presented.

11. **Appointments and Nominations**

To appoint Robin Neal as an Election Inspector for a two year term to expire December 31, 2019. (S. Kott)

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

13. **RESOLUTIONS:**

A. **Resolution 4882(40)** - to approve Task Order Number 106 with Kapur & Associates, Inc. to provide civil engineering services for the complete analysis of the Burlington Office & Manufacturing Park (BMOP) expansion project for the not-to-exceed amount of \$12,000. (E. Johnson)

B. **Resolution 4883(41)** to consider approving a Certified Survey Map for property located at 1088 Hidden Creek Lane. (B. Grandi)

C. **Resolution 4886(44)** to approve a Letter of Engagement with Ehlers, Inc. to provide Tax Incremental District financing services. (R. Dawidziak)

D. **Resolution 4888(46)** to approve the purchase of pump removal and installation, pipe repair, and variable frequency drive (VFD) and installation at Well 7 from CTW for the not-to-exceed price of \$23,550. (T. Vos)

14. **ORDINANCES:**

A. **Ordinance 2032(9)** to approve amending the Racine County Multi-Jurisdictional Comprehensive Plan 2035 for property located at 100 and 124 S. Dodge Street. (J. Schultz)

B. **Ordinance 2033(10)** to approve amending the Racine County Multi-Jurisdictional Comprehensive Plan 2035 to incorporate the Burlington Area Manufacturing & Office Park (BMOP) expansion in the City of Burlington, Wisconsin. (T. Preusker)

C. **Ordinance 2034(11)** to amend Chapter 274-9B "Snow and Ice Removal" of the Code of the City of Burlington to eliminate notification by the Police Department. (T. Bauman)

15. **MOTIONS:** There are none.

16. **ADJOURN INTO CLOSED SESSION** (S. Kott)

Wis. Stats 19.85(1)(g) Conferring with legal counsel for the governmental body who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation in which it is likely to become involved, to wit:

- Update regarding Veolia/Advanced Disposal under a prior contract for refuse and recycling collection.

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 discuss the Police Department Organizational Review, staffing changes, and position restructuring and elimination.

17. **RECONVENE INTO OPEN SESSION**

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.

19. **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: March 6, 2018

SUBJECT: Common Council Minutes for February 21, 2018.

SUBMITTED BY: Diahnn Halbach, City Clerk

BACKGROUND/HISTORY:

The attached minutes are from the February 21, 2018 Common Council meeting.

BUDGET/FISCAL IMPACT:

N/A

RECOMMENDATION:

Staff recommends approval of the attached minutes from the February 21, 2018 Common Council meeting.

TIMING/IMPLEMENTATION:

This item is scheduled for final consideration at the March 6, 2018 Common Council meeting.

Attachments

CC Minutes



City Clerk
300 N. Pine Street, Burlington, WI, 53105
(262) 342-1161 - (262) 763-3474 fax
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**CITY OF BURLINGTON
Common Council Minutes
Jeannie Hefty, Mayor
Diahnn Halbach, City Clerk
Wednesday, February 21, 2018**

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

Mayor Hefty called the meeting of the Common Council to Order on Wednesday, February 21, 2018 at 7:06 p.m. starting with Roll Call. Present: Kott, Johnson, Grandi, Dawidziak, Vos, Schultz, Preusker, Bauman. Excused: None.

Student Representatives Present: Gabriel King, Jack Schoepke. Excused: None.

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, Fire Chief Alan Babe, Building Inspector Gregory Guidry, and DPW Director Peter Riggs. Also in attendance: Gregory Governatori, Kapur and Associates.

2. **Pledge of Allegiance**

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

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

Chamber of Commerce Representative Jan Ludtke gave an update on Chamber activities and upcoming events, which includes Business After Hours at Thrivent Financial on Thursday, February 22nd, Taste of Burlington at the Veterans Terrace on Friday, February 23rd, and the Chocolate Extravaganza and Home and Garden Show on March 3rd.

5. **Approval of Minutes**

A motion was made by Alderman Vos with a second by Alderman Kott to approve the February 6, 2018 Common Council meeting minutes. With all in favor, the motion carried.

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

7. **Reports by Aldermanic Representatives and Department Heads** - There were none.

8. **Reports**

A motion was made by Alderman Vos with a second by Alderman Schultz to approve Reports 1-3. With all in favor, the motion carried.

9. **Payment of Prepaids and Vouchers**

A motion was made by Alderman Preusker with a second by Alderman Vos to approve Prepaids and Vouchers as presented.

Roll Call: Aye - Vos, Schultz, Preusker, Bauman, Kott, Johnson, Grandi, Dawidziak. Nay - none. The motion carried 8-0.

10. **Licenses and Permits**

A motion was made by Alderman Bauman with a second by Alderman Kott to approve Licenses and Permits. With all in favor, the motion carried.

11. **Appointments and Nominations**

A motion was made by Alderman Kott with a second by Alderman Dawidziak to approve the appointment of Priscilla Crowley as an election inspector for the 2018-2019 election term. With all in favor, the motion carried.

12. **PUBLIC HEARINGS:**

- A. At 7:10 p.m. Mayor Hefty declared a public hearing open to hear comments and concerns from the public regarding an amendment to the Multi-Jurisdictional Comprehensive Plan for the Burlington Office & Manufacturing Park (BMOP) expansion.

There were no comments. A motion was made by Alderman Johnson with a second by Alderman Vos to close the hearing. With all in favor, Mayor Hefty closed the public hearing 7:11 p.m.

- B. At 7:11 p.m. Mayor Hefty declared a public hearing open to hear comments and concerns from the public regarding an amendment to the Multi-Jurisdictional Comprehensive Plan for property located at 100 and 124 S. Dodge Street.

There were no comments. A motion was made by Alderman Johnson with a second by Alderman Dawidziak to close the hearing. With all in favor, Mayor Hefty closed the public hearing 7:12 p.m.

13. **RESOLUTIONS:**

- A. **Resolution 4878(36)** - to consider Task Order Number One Hundred Five, with Kapur and Associates, Inc. for the 2018 Street and Sidewalk Improvement Program and associated utility improvements.

A motion was made by Alderman Grandi with a second by Alderman Bauman to approve Resolution 4878(36). Roll Call: Aye - Grandi, Dawidziak, Vos, Schultz, Preusker, Bauman, Kott, Johnson. Nay - None. The motion carried 8-0.

- B. **Resolution 4881(39)** to consider authorizing fee assessments for Weights and Measures license holders for July 1, 2016 through June 30, 2017.

A motion was made by Alderman Dawidziak with a second by Alderman Grandi to approve Resolution 4881(39). With all in favor, the motion carried 8-0.

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

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

16. **ADJOURN INTO CLOSED SESSION**
Wis. Stats 19.85(1)(c) Considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility.

A motion was made by Alderman Vos with a second by Alderman Preusker to Adjourn into Closed Session for review and consideration of the City Administrator's contract with the City of Burlington. Roll Call: Aye - Vos, Schultz, Preusker, Bauman, Kott, Johnson, Grandi, Dawidziak. Nay - None. The motion carried 8-0. The meeting adjourned into Closed Session at 7:14 p.m.

17. **RECONVENE INTO OPEN SESSION**
A motion was made by Alderman Schultz with a second by Alderman Dawidziak to Reconvene into Open Session. With all in favor, the motion carried 8-0. The meeting reconvened into Open Session at 7:40 p.m.

18. **ACT ON ITEMS FROM CLOSED SESSION IF NECESSARY**
- Consideration and possible action on recommendation for matters discussed in Closed Session by the Common Council.

A motion was made by Alderman Preusker with a second by Alderman Kott to approve an Employee Agreement for the City Administrator with the City of Burlington as presented. Roll Call: Aye - Preusker, Bauman, Kott, Johnson, Grandi, Dawidziak, Vos, Schultz. Nay - None. The motion carried 8-0.

19. **ADJOURNMENT**
A motion was made by Alderman Bauman with a second by Alderman Dawidziak to adjourn the meeting. With all in favor, the meeting adjourned at 7:42 p.m.

Minutes respectfully submitted by:

Diahnn C. Halbach
City Clerk
City of Burlington



COMMON COUNCIL REGULAR

ITEM NUMBER 8A

DATE: March 6, 2018

SUBJECT: REPORTS 1-3

SUBMITTED BY: Diahnn Halbach, City Clerk

BACKGROUND/HISTORY:

Attached please find the following reports:
Historic Preservation Commission Minutes, 12-28-17
Burlington Housing Authority Minutes, 1-17-18
Committee of the Whole Minutes, 2-6-2018

BUDGET/FISCAL IMPACT:

N/A

RECOMMENDATION:

Staff recommends that Council approve the submitted reports.

TIMING/IMPLEMENTATION:

This item is scheduled for consideration at the March 6, 2018 Common Council meeting.

Attachments

HPC Minutes

BHA Minutes



**HISTORIC PRESERVATION COMMISSION
MEETING MINUTES
Thursday, December 28, 2017**

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

CITIZEN COMMENTS

None

APPROVAL OF MINUTES

Commissioner Eisenhardt moved, and Alderman Kott seconded to approve the minutes of November 30, 2017.

LETTERS AND COMMUNICATIONS

None

Commissioner Jeff Erickson arrived at 6:33 p.m.

OLD BUSINESS

A. Review of Mercantile, 425 N. Pine Street, north wall.

- Chairman Stelling introduced and opened this item for discussion, then recused himself.
- Commissioner Eisenhardt took the chair on this topic for Chairman Stelling.
- Aldermanic Representative Kott stated the Response Team Visit agrees to release the Grant for the front façade that faces the street.
- Aldermanic Representative Kott stated the north wall definitely needs to be fixed and the mortar put in place. Shad Branen explained half of the bricks have been replaced, but could not continue due to the cold weather. Mr. Branen stated at previous meetings there were two options: 1) strip the paint or 2) paint the wall. Mr. Branen stated, instead of stripping the paint, he would like to power wash, replace the brick where necessary and tuck-point, use a thin primer and color stain to closely match Narraganett Green. The stain is much thinner than paint, allowing the brick to breathe easier. Aldermanic Representative Kott questioned if the dark green from "Schuette Daniels" will be removed. Mr. Branen explained the stain will cover over the old dark green color. Commissioner Erickson asked Mr. Branen if the deadline of June 30, 2018 is a fair timeline. Mr. Branen replied, yes, by then the weather will warm up and would be able to be completed.

- There were no further comments.
- Aldermanic Representative Kott moved, and Commissioner Erickson seconded to allow the brick replacement, tuck-pointing and stain the wall a green color, with a completion date of June 30, 2018.
- All were in favor and the motion carried.

NEW BUSINESS

A. 348 N. Pine Street-The Jewelry Center

1. Certificate of Appropriateness to install signage

- Chairman Stelling introduced and opened this item for discussion.
- Commissioner Eisenhardt commented there is an error on the memorandum from Graef that should be corrected, Scott Herman should be removed and replaced with Thomas Rouse on the first page.
- Gregory Guidry explained there are four different areas of signage that do not meet the sign ordinance. John Ehrmann, manager, stated the signs can be reduced, but when the weather is cold, the signage cannot be removed.
- Chairman Stelling stated an option would be to table the item until new measurements for the reduction are given. Commissioner Colwell asked when the percentage of the window is calculated, is it taken into account of the transparency area or the outside dimensions. Mr. Guidry responded City staff will clarify with Graef, since it was not specified on the memorandum. Aldermanic Representative Kott questioned since only three signs are allowed, which three would be kept. Chairman Stelling answered it would be decided between Mr. Guidry and Mr. Ehrmann.
- There were no further comments.
- Commissioner Erickson moved, and Aldermanic Representative Kott seconded to table the Certificate of Appropriateness with reduced measurements, until the next meeting.
- All were in favor and the motion carried.

2. Sign Permit application to install signage

- Chairman Stelling introduced and opened this item for discussion.
- There were no comments.

- Commissioner Erickson moved, and Commissioner Colwell seconded to table the Sign Permit until the next meeting.
- All were in favor and the motion carried.

B. 401 N. Pine Street – above Flippy’s Fast Food

1. Certificate of Appropriateness to install windows for the south side façade

- Chairman Stelling introduced and opened this item for discussion.
- Aldermanic Representative Kott questioned if all the windows will be replaced with the same type. Mr. Guidry replied the windows are made of vinyl, which are not the same as existing, but is accepted.
- There were no further comments.
- Commissioner O’Brien moved, and Aldermanic Representative Kott seconded to approve the Certificate of Appropriateness to install the windows.
- All were in favor and the motion carried.

2. Façade Grant application for the south side façade

- Chairman Stelling introduced and opened this item for discussion.
- Chairman Stelling stated there is \$2,077.46 remaining in the grant fund.
- There were no further comments.
- Commissioner Eisenhardt moved, and Commissioner Erickson seconded to approve a Façade Grant application in the amount of \$2,077.46.
- Chairman Stelling asked if more funds would be available for 2018. Aldermanic Representative Kott responded she was not at liberty to discuss until the budget was finalized.
- Commissioner Erickson withdrew his motion.
- Commissioner Erickson moved to amend, and Commissioner O’Brien seconded to approve up to \$2,396.50, subject to availability of funds from 2018 and legally allowed, otherwise approved for the amount of \$2,077.46.

- Roll call: Chairman Tom Stelling; Aldermanic Representative Susan Kott; Commissioner Jeff Erickson; and Commissioner Darrel Eisenhardt; Commissioner Kevin O'Brien; and Commissioner Daniel Colwell.
- All were in favor and the motion carried.

DISCUSSION ITEMS

A. Review of Façade Grant Funding Status.

- Chairman Stelling introduced and opened this item for discussion.
- Commissioner Stelling stated the balance for the 2017 Grant Funds is \$0.00.

ADJOURNMENT

Commissioner Erickson moved, and Commissioner Eisenhardt seconded to adjourn the meeting at 7:00 p.m. *All were in favor and the motion carried.*

Recording Secretary,

Kristine Anderson
Administrative Assistant

**Housing Authority of City of Burlington Wisconsin
Riverview Manor
January 17, 2018**

The regular monthly meeting of the Housing Authority of City of Burlington Wisconsin was held on Wednesday, January 17, 2018 at 6:00 P.M. at Riverview Manor. The meeting was called to order by Chairman Lapp.

COMMISSIONERS PRESENT: Chairman Lapp, Vice Chairman Heck, Secretary Smith, Commissioner Merten, Commissioner Petersen and Manager Arlene Van Ess and Assistant Manager Eileen Olson.

Minutes from the regular monthly meeting held December 20, 2017, were reviewed and approved as written with a motion by Heck, seconded by Merten, and carried unanimously.

FINANCIAL REPORT: Reserve Account balances as of December 31, 2017. (See statement balance sheet). The Certificates of Deposit will now be at Associated Bank. Signatures cards still need to be updated for all accounts. The Escrow account deposit is now \$3,150.00 monthly due to an increase in PILOT.

OCCUPANCY REPORT: Manager Van Ess reported 40 on the waiting list for one bedroom units and 11 for two bedroom units.

BUILDING AND MAINTENANCE:

There was Board discussion on providing supplemental air conditioning to the community room. The bid from Troy Ketterhagen was \$3,675.00 to install a sleeve under the kitchen side of the community room. This bid includes a \$300 allowance towards a new A/C unit. Further discussion on other options is needed.

The Board discussed improving the camera system in our complex. Manager Van Ess will provide further research and a bid on an updated system through Tyco at the next meeting.

A resident safety meeting will to be held February of 2018 for all residents.

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

NEW BUSINESS: The 2018 Senior Resource ad for \$575.00 was approved by the Board at this meeting. Our marketing panel cards have been translated and printed are now also available in Spanish.

The board discussed digitizing our files for better access. to eliminate old paper files, and free up limited storage space. A request to purchase a new desktop scanner with higher functionality was submitted by the Manager.

RESIDENT COMMENTS: None

UNFINISHED BUSINESS: None

OTHER BUSINESS: None

ADJOURNMENT: There being no further business, motion to adjourn was made by Petersen, seconded by Merten, and carried unanimously. Meeting adjourned at 6:55 P.M. The next monthly meeting is tentatively scheduled for February 22, 2018 at 6:00 p.m.



John Smith, Secretary



COMMON COUNCIL REGULAR

ITEM NUMBER 9A

DATE: March 6, 2018

SUBJECT: Prepaid and Vouchers

SUBMITTED BY: Steven DeQuaker, Finance Director

BACKGROUND/HISTORY:

Attached please find the Prepaid and Voucher list for bills accrued through March 6, 2018:

Total Prepaid:	\$2,905,444.70
Total Vouchers:	\$ 161,492.68
Grand Total:	\$3,066,937.38

BUDGET/FISCAL IMPACT:

5 Largest Disbursements on the Prepaid and Voucher List:

1. \$1,975,586.10 Burlington Area School District - City of Burlington Racine County February Settlement
2. \$ 694,968.37 Racine County Treasurer - City of Burlington Racine County February Settlement
3. \$ 154,158.69 Gateway - City of Burlington Racine County February Settlement
4. \$ 28,990.00 Scherrer Construction Co., Inc. - Work Completed, Replaced Door and Casework at Police Department
5. \$ 20,555.51 Vorpagel Service, Inc. - Installed Motors and Controls for Police Department

RECOMMENDATION:

Staff recommends that the Common Council accept and approve these Prepaid and Vouchers in the amount of \$3,066,937.38.

TIMING/IMPLEMENTATION:

This item is scheduled for consideration at the March 6, 2018 Common Council meeting.

Attachments

- Prepaid 02-16-18
- Prepaid 02-23-18
- Vouchers 03-06-18

GL Account and Title	Vendor Name	Description	Invoice Number	Invoice Date	Net Invoice Amount	Date Paid
100239006						
100-239006 LAW-VISION	SUPERIOR VISION INSURANCE	Policy No. 141500 March Billing	116567	02/12/2018	592.46	02/16/2018
Total 100239006:					592.46	
100239007						
100-239007 LIFE INSURANCE	SECURIAN FINANCIAL GROUP,	Policy No. 002832L Mar Billing	2018MAR	02/09/2018	1,659.32	02/16/2018
Total 100239007:					1,659.32	
100434312000						
100-434312-000 OPERATOR LICENSES	JENKINS, TANYA	refund - provisional	1.059083	01/31/2018	7.50	02/16/2018
Total 100434312000:					7.50	
100434321210						
100-434321-210 COMMERCIAL BLDG PERMI	MARTIN PETERSEN COMPANY	refund - overcharged	1.058541	01/03/2018	443.00	02/16/2018
Total 100434321210:					443.00	
100515132225						
100-515132-225 ADMIN - TELEPHONE	AT & T LONG DISTANCE	AT & T LONG DISTANCE ADMIN	829440291-01/18	01/24/2018	.45	02/16/2018
100-515132-225 ADMIN - TELEPHONE	AT & T	262 763-3747 163 6 (split)	26276334740218	02/04/2018	18.75	02/16/2018
Total 100515132225:					19.20	
100515132298						
100-515132-298 ADMIN - CONTRACT SERVI	E-vergent.com, LLC	BUS WIRELESS MONTHLY ACCT 1610	1610-93	02/04/2018	300.00	02/16/2018
Total 100515132298:					300.00	
100515141225						
100-515141-225 FINANCE - TELEPHONE	AT & T	262 763-3747 163 6 (split)	26276334740218	02/04/2018	18.75	02/16/2018
Total 100515141225:					18.75	
100515141330						
100-515141-330 FINANCE - TRAVEL	DEQUAKER, STEVE	Reimbursement - Mileage	020918	02/09/2018	144.37	02/16/2018
Total 100515141330:					144.37	
100525211211						
100-525211-211 POLICE - PHYSICALS	TRANS UNION LLC	TRANS UNION LLC FIRE	01811062	01/27/2018	13.97	02/16/2018
Total 100525211211:					13.97	
100525211225						
100-525211-225 POLICE - TELEPHONE	WI DEPT OF JUSTICE	Customer Number MUNI000090	455TIME-00000037	01/26/2018	390.00	02/16/2018
100-525211-225 POLICE - TELEPHONE	AT & T	262 763-3747 163 6 (split)	26276334740218	02/04/2018	93.71	02/16/2018
Total 100525211225:					483.71	
100525220225						
100-525220-225 FIRE - TELEPHONE	AT & T LONG DISTANCE	AT & T LONG DISTANCE FIRE	829440291-01/18	01/24/2018	1.95	02/16/2018
100-525220-225 FIRE - TELEPHONE	AT & T	262 763-3747 163 6 (split)	26276334740218	02/04/2018	74.98	02/16/2018
Total 100525220225:					76.93	

GL Account and Title	Vendor Name	Description	Invoice Number	Invoice Date	Net Invoice Amount	Date Paid
100525220248						
100-525220-248 FIRE - REPAIR MAINT BLDG	THOMAS, DAN	Reimbursement:Lowe's	020818	02/08/2018	9.77	02/16/2018
Total 100525220248:					9.77	
100525220298						
100-525220-298 FIRE- CONTRACT SERVICE	JAMES IMAGING SYSTEMS, IN	Lexmark XS654de - Fire Dept	802699	01/31/2018	626.80	02/16/2018
Total 100525220298:					626.80	
100535321220						
100-535321-220 STREETS - UTILITIES	WE ENERGIES	7617-269-652	7617269652JAN18	01/11/2018	79.71	02/16/2018
Total 100535321220:					79.71	
100535321225						
100-535321-225 STREETS - TELEPHONE	AT & T	262 763-3747 163 6 (split)	26276334740218	02/04/2018	37.49	02/16/2018
Total 100535321225:					37.49	
100535321261						
100-535321-261 STREETS - LIGHTING	WE ENERGIES	4067-122-145	4067122145JAN18	02/08/2018	23.08	02/16/2018
Total 100535321261:					23.08	
100535321350						
100-535321-350 STREETS - REP MAINT SUP	CULLIGAN OF BURLINGTON	CULLIGAN DPW ACCT # 19385673 (split)	189683	02/08/2018	25.20	02/16/2018
100-535321-350 STREETS - REP MAINT SUP	HUMPHREY SERVICE & PARTS,	remianing balance on invoice	1163125	12/19/2017	75.78	02/16/2018
Total 100535321350:					100.98	
100555512291						
100-555512-291 HISTORICAL SOCIETY DON	BURLINGTON HISTORICAL SO	HISTORICAL SOCIETY DONATION	2018	02/06/2018	1,000.00	02/16/2018
Total 100555512291:					1,000.00	
100555514399						
100-555514-399 Senior Citizens Donation City	RUNDLE-SPENCE	Plumbing parts for Senior Center Dishwasher	S2636778.002	02/02/2018	4.01	02/16/2018
100-555514-399 Senior Citizens Donation City	MALTBY, JOHN	reimbursement - fans for Senior Center	021218	02/12/2018	119.19	02/16/2018
Total 100555514399:					123.20	
10055551220						
100-555551-220 PARKS - UTILITIES	WE ENERGIES	0635-112-551	0635112551JAN18	02/01/2018	23.33	02/16/2018
100-555551-220 PARKS - UTILITIES	WE ENERGIES	3406-030-405	3406030405JAN18	02/08/2018	41.93	02/16/2018
100-555551-220 PARKS - UTILITIES	WE ENERGIES	3832-053-838	3832053838JAN18	02/05/2018	15.71	02/16/2018
100-555551-220 PARKS - UTILITIES	WE ENERGIES	4278-074-627	4278074627JAN18	02/09/2018	15.71	02/16/2018
100-555551-220 PARKS - UTILITIES	WE ENERGIES	4447-370-241	4447370241JAN18	02/08/2018	46.74	02/16/2018
100-555551-220 PARKS - UTILITIES	WE ENERGIES	8893-353-410	8893353410JAN18	01/31/2018	40.86	02/16/2018
100-555551-220 PARKS - UTILITIES	WE ENERGIES	9274-302-992	9274302992JAN18	01/31/2018	15.71	02/16/2018
Total 10055551220:					199.99	
10055551350						
100-555551-350 PARKS - REPAIR/MTCE SUP	CULLIGAN OF BURLINGTON	CULLIGAN DPW ACCT # 19385673 (split)	189683	02/08/2018	12.60	02/16/2018
Total 10055551350:					12.60	

GL Account and Title	Vendor Name	Description	Invoice Number	Invoice Date	Net Invoice Amount	Date Paid
100575710297						
100-575710-297 GARBAGE- CONTRACT SVC	JOHNS DISPOSAL SERVICE IN	Riverview Manor (split)	162719	01/31/2018	108.00	02/16/2018
Total 100575710297:					108.00	
100575710298						
100-575710-298 GARBAGE - CONTRACT SV	JOHNS DISPOSAL SERVICE IN	Riverview Manor (split)	162719	01/31/2018	371.00	02/16/2018
Total 100575710298:					371.00	
251555511312						
251-555511-312 COMPUTER SUPPLIES	FARONICS TECHNOLOGIES US	DEEP FREEZE RENEWAL	00125246	02/07/2018	869.49	02/16/2018
Total 251555511312:					869.49	
453565616830						
453-565616-830 Disaster Exenditure	AT & T	252235078 - Internet	252235078 01/18	01/27/2018	90.75	02/16/2018
Total 453565616830:					90.75	
621575740220						
621-575740-220 WWTP-ELECTRIC	WE ENERGIES	0225-428-357 (split)	0225428357JAN18	01/29/2018	304.72	02/16/2018
621-575740-220 WWTP-ELECTRIC	WE ENERGIES	6268-292-660	6268292660JAN18	01/31/2018	49.29	02/16/2018
Total 621575740220:					354.01	
621575740222						
621-575740-222 GAS	WE ENERGIES	0225-428-357 (split)	0225428357JAN18	01/29/2018	11.74	02/16/2018
621-575740-222 GAS	WE ENERGIES	3646-902-199	3646902199JAN18	01/24/2018	228.46	02/16/2018
Total 621575740222:					240.20	
621575740249						
621-575740-249 LABORATORY	CULLIGAN OF BURLINGTON	CULLIGAN WWTP ACCT 500-08487456-8	187435	01/11/2018	180.00	02/16/2018
621-575740-249 LABORATORY	CULLIGAN OF BURLINGTON	CULLIGAN WWTP ACCT 500-08487456-8	2018FEBWWTP	02/01/2018	42.25	02/16/2018
Total 621575740249:					222.25	
622506220000						
622-506220-000 POWER	WE ENERGIES	0882-547-355 (split)	0882547355JAN18	01/25/2018	720.03	02/16/2018
622-506220-000 POWER	WE ENERGIES	3076-628-864	3076628864JAN18	01/26/2018	2,445.92	02/16/2018
Total 622506220000:					3,165.95	
622506230000						
622-506230-000 SUPPLIES	WE ENERGIES	0882-547-355 (split)	0882547355JAN18	01/25/2018	169.98	02/16/2018
622-506230-000 SUPPLIES	WE ENERGIES	1438-804-919	1438804919JAN18	01/28/2018	41.18	02/16/2018
622-506230-000 SUPPLIES	WE ENERGIES	1473-005-365	1473005365JAN18	01/30/2018	150.05	02/16/2018
622-506230-000 SUPPLIES	WE ENERGIES	9259-879-303	9259879303JAN18	01/25/2018	40.81	02/16/2018
Total 622506230000:					402.02	
622509210000						
622-509210-000 OFFICE SUPPLY	AT & T	262 763-3747 163 6 (split)	26276334740218	02/04/2018	37.50	02/16/2018
Total 622509210000:					37.50	
622509300000						
622-509300-000 MISCELLANEOUS-SUPPLIE	WI RURAL WATER ASSOCIATIO	System Membership Renewal 2018	S2711	02/01/2018	585.00	02/16/2018

GL Account and Title	Vendor Name	Description	Invoice Number	Invoice Date	Net Invoice Amount	Date Paid
Total 622509300000:					585.00	
622509350000						
622-509350-000 GENERAL PLANT-SUPPLIE	CULLIGAN OF BURLINGTON	CULLIGAN DPW ACCT # 19385673 (split)	189683	02/08/2018	25.20	02/16/2018
Total 622509350000:					25.20	
623575740220						
623-575740-220 ELECTRIC	WE ENERGIES	3243-871-135	3243871135JAN18	02/08/2018	131.30	02/16/2018
623-575740-220 ELECTRIC	WE ENERGIES	4066-688-457	4066688457JAN18	02/08/2018	236.62	02/16/2018
623-575740-220 ELECTRIC	WE ENERGIES	4619-277-006	4619277006JAN18	02/08/2018	642.17	02/16/2018
623-575740-220 ELECTRIC	WE ENERGIES	6069-094-440	6069094440JAN18	02/08/2018	326.12	02/16/2018
623-575740-220 ELECTRIC	WE ENERGIES	6280-861-972	6280861972JAN18	02/09/2018	18.12	02/16/2018
623-575740-220 ELECTRIC	WE ENERGIES	6831-002-581	6831002581JAN18	02/08/2018	71.10	02/16/2018
623-575740-220 ELECTRIC	WE ENERGIES	7460-654-921	7460654921JAN18	02/08/2018	61.60	02/16/2018
623-575740-220 ELECTRIC	WE ENERGIES	8460-785-002	8460785002JAN18	02/08/2018	32.17	02/16/2018
Total 623575740220:					1,519.20	
623575740225						
623-575740-225 TELEPHONE	AT & T	262 763-3747 163 6 (split)	26276334740218	02/04/2018	56.24	02/16/2018
Total 623575740225:					56.24	
864212001						
864-212001 REFUNDS PAYABLE	GUNNELL, PETER B	2017 property tax refund	250644	02/07/2018	46.24	02/16/2018
Total 864212001:					46.24	
864243100						
864-243100 DUE TO COUNTY CURRENT LE	RACINE COUNTY TREASURER	Feb Settlement Racine County	021318	02/13/2018	694,968.37	02/16/2018
864-243100 DUE TO COUNTY CURRENT LE	RACINE COUNTY TREASURER	DNR Aids Pmnt for Tax Year 2017	021318	02/13/2018	281.59	02/16/2018
864-243100 DUE TO COUNTY CURRENT LE	RACINE COUNTY TREASURER	Feb Settlement State	021318	02/13/2018	.00	
864-243100 DUE TO COUNTY CURRENT LE	WALWORTH COUNTY TREASU	FEB TAX SETTLEMENT FOR WALWORTH CO	021318	02/13/2018	1,988.72	02/16/2018
Total 864243100:					697,238.68	
864246001						
864-246001 DUE TO SCHOOL CURRENT LE	BURLINGTON AREA SCHOOL D	Feb Settlement Racine	021318	02/13/2018	1,975,586.10	02/16/2018
864-246001 DUE TO SCHOOL CURRENT LE	BURLINGTON AREA SCHOOL D	Feb Settlement Walworth	021318	02/13/2018	5,515.36	02/16/2018
864-246001 DUE TO SCHOOL CURRENT LE	BURLINGTON AREA SCHOOL D	DNR Aids Pmnt for Tax year 2017	021318	02/13/2018	800.46	02/16/2018
Total 864246001:					1,981,901.92	
864247000						
864-247000 DUE TO VTAE CURRENT LEVY	GATEWAY - KENOSHA CAMPU	Jan Settlement Racine	021318	02/13/2018	154,158.69	02/16/2018
864-247000 DUE TO VTAE CURRENT LEVY	GATEWAY - KENOSHA CAMPU	Jan Settlement Walworth	021318	02/13/2018	430.38	02/16/2018
864-247000 DUE TO VTAE CURRENT LEVY	GATEWAY - KENOSHA CAMPU	DNR Aids Pmnt for Tax year 2017	021318	02/13/2018	62.46	02/16/2018
Total 864247000:					154,651.53	
Grand Totals:					2,847,858.01	

GL Account and Title	Vendor Name	Description	Invoice Number	Invoice Date	Net	Date Paid
					Invoice Amount	

Dated: _____

Motion for Approval by: _____

Motion Seconded by: _____

GL Account and Title	Vendor Name	Description	Invoice Number	Invoice Date	Net Invoice Amount	Date Paid
100515132153						
100-515132-153 ADMIN - EBC	EMPLOYEE BENEFITS CORPO	EBC ADMIN	2101839	02/15/2018	8.00	02/23/2018
Total 100515132153:					8.00	
100515132298						
100-515132-298 ADMIN - CONTRACT SERVI	DUDE SOLUTIONS INC	Renewal Invoice - 2018 (split)	INV-15540	01/01/2018	1,052.50	02/23/2018
Total 100515132298:					1,052.50	
100515132310						
100-515132-310 ADMIN - OFF SUPP-POSTA	STAPLES BUSINESS ADVANTA	STAPLES ADMIN OFFICE SUPPLIES	8048583631	02/03/2018	92.31	02/23/2018
Total 100515132310:					92.31	
100515140310						
100-515140-310 CLERK - OFFICE SUPPLIES	STAPLES BUSINESS ADVANTA	STAPLES CITY CLERK SUPPLIES	8048583631	02/03/2018	201.72	02/23/2018
Total 100515140310:					201.72	
100515140330						
100-515140-330 CLERK - TRAINING & TRAV	SOLOFRA, PATRICIA	Travel Reimbursement - Mileage	022118	02/21/2018	23.65	02/23/2018
100-515140-330 CLERK - TRAINING & TRAV	HALBACH, DIAHNN	Reimbursement - Mileage	022118	02/21/2018	33.46	02/23/2018
Total 100515140330:					57.11	
100515141153						
100-515141-153 FINANCE - EMPLOYEE BEN	EMPLOYEE BENEFITS CORPO	EBC FINANCE	2101839	02/15/2018	.50	02/23/2018
100-515141-153 FINANCE - EMPLOYEE BEN	EMPLOYEE BENEFITS CORPO	EBC POLICE	2101839	02/15/2018	6.50	02/23/2018
Total 100515141153:					7.00	
100515141298						
100-515141-298 FINANCE - CONTRACT SER	DUDE SOLUTIONS INC	Renewal Invoice - 2018 (split)	INV-15540	01/01/2018	1,052.50	02/23/2018
Total 100515141298:					1,052.50	
100515141310						
100-515141-310 FINANCE - OFFICE SUPP/P	STAPLES BUSINESS ADVANTA	STAPLES CITY FINANCE SUPPLIES	8048583631	02/03/2018	248.08	02/23/2018
Total 100515141310:					248.08	
100525211299						
100-525211-299 POLICE - SUNDRY CONTRA	DUDE SOLUTIONS INC	Renewal Invoice - 2018 (split)	INV-15540	01/01/2018	1,052.50	02/23/2018
Total 100525211299:					1,052.50	
100525211310						
100-525211-310 POLICE - OFF SUPP-POSTA	STAPLES BUSINESS ADVANTA	STAPLES POLICE DEPT	8048583631	02/03/2018	666.73	02/23/2018
Total 100525211310:					666.73	
100525220153						
100-525220-153 FIRE - EMPLOYEE BENEFIT	EMPLOYEE BENEFITS CORPO	EBC FIRE	2101839	02/15/2018	10.00	02/23/2018
Total 100525220153:					10.00	
100525220220						
100-525220-220 FIRE - UTILITY SERVICES	TIME WARNER CABLE	Acct # 079780001	0797780001020118	02/01/2018	331.37	02/23/2018

GL Account and Title	Vendor Name	Description	Invoice Number	Invoice Date	Net Invoice Amount	Date Paid
Total 100525220220:					331.37	
100525220298						
100-525220-298	FIRE - CONTRACT SERVICE	DUDE SOLUTIONS INC	Renewal Invoice - 2018 (split)	INV-15540	01/01/2018	1,052.50 02/23/2018
Total 100525220298:					1,052.50	
100525220310						
100-525231-310	FIRE - OFFICE SUPPLIES	STAPLES BUSINESS ADVANTA	STAPLES FIRE DEPT SUPPLIES	8048583631	02/03/2018	142.14 02/23/2018
100-525220-310	FIRE - OFFICE SUPPLIES	Babe, Alan	Reimburse - OfficeMax	022118	02/21/2018	32.71 02/23/2018
Total 100525220310:					174.85	
100525231330						
100-525231-330	BLDG INSP - TRAVEL	BIASEW	Commercial Building Code Update	030818	02/22/2018	100.00 02/23/2018
100-525231-330	BLDG INSP - TRAVEL	GUIDRY, GREGORY	reimbursement - Uniform Dwelling Code	030718	02/22/2018	95.00 02/23/2018
Total 100525231330:					195.00	
100535321220						
100-535321-220	STREETS - UTILITIES	WE ENERGIES	0688-843-174	0688843174JAN18	02/11/2018	393.95 02/23/2018
Total 100535321220:					393.95	
100535321225						
100-535321-225	STREETS - TELEPHONE	TDS	TDS DPW 262-539-3770 (SPLIT)	262-539-3770 02/18	02/19/2018	81.97 02/23/2018
Total 100535321225:					81.97	
100535321261						
100-535321-261	STREETS - LIGHTING	WE ENERGIES	2019-198-266	2019198266FEB18	02/11/2018	52.92 02/23/2018
100-535321-261	STREETS - LIGHTING	WE ENERGIES	3073-922-427	3073922427JAN18	02/08/2018	46.74 02/23/2018
100-535321-261	STREETS - LIGHTING	WE ENERGIES	3277-994-067	3277994067JAN18	02/08/2018	54.24 02/23/2018
100-535321-261	STREETS - LIGHTING	WE ENERGIES	5639-265-567	5639265567JAN18	02/08/2018	109.66 02/23/2018
100-535321-261	STREETS - LIGHTING	WE ENERGIES	6438-309-692	6438309692JAN18	02/12/2018	132.78 02/23/2018
100-535321-261	STREETS - LIGHTING	WE ENERGIES	6838-102-431	6838102431JAN18	02/11/2018	266.66 02/23/2018
Total 100535321261:					663.00	
100535321298						
100-535321-298	STREETS - CONTRACT SER	TIME WARNER CABLE	Acct # 079820101 (split)	079820101020118	02/01/2018	81.88 02/23/2018
100-535321-298	STREETS - CONTRACT SER	DUDE SOLUTIONS INC	Renewal Invoice - 2018 (split)	INV-15540	01/01/2018	1,052.50 02/23/2018
Total 100535321298:					1,134.38	
100535321310						
100-535321-310	STREETS - OFF SUPP/POS	STAPLES BUSINESS ADVANTA	STAPLES STREET OFFICE SUPPLIES	8048583631	02/03/2018	160.41 02/23/2018
100-535321-310	STREETS - OFF SUPP/POS	CANON FINANCIAL SERVICES,	Contrat No. WI#505ENT-M15-MFD (split)	18316641	02/10/2018	46.20 02/23/2018
100-535321-310	STREETS - OFF SUPP/POS	CANON FINANCIAL SERVICES,	Contrat No. WI#505ENT-M15-MFD (split)	18316642	02/10/2018	6.29 02/23/2018
Total 100535321310:					212.90	
100535321350						
100-535321-350	STREETS - REP MAINT SUP	KIMBALL MIDWEST	KIMBALL MIDWEST DPW ACCT #4249	6155781	02/15/2018	428.28 02/23/2018
Total 100535321350:					428.28	

GL Account and Title	Vendor Name	Description	Invoice Number	Invoice Date	Net Invoice Amount	Date Paid
10055551220						
100-55551-220 PARKS - UTILITIES	WE ENERGIES	0235-568-359	0235568359JAN18	02/08/2018	74.57	02/23/2018
100-55551-220 PARKS - UTILITIES	WE ENERGIES	1486-453-053	1486453053JAN18	02/09/2018	18.09	02/23/2018
100-55551-220 PARKS - UTILITIES	WE ENERGIES	2625-548-774	2625548774JAN18	02/09/2018	35.24	02/23/2018
100-55551-220 PARKS - UTILITIES	WE ENERGIES	2672-334-997	2672334997JAN18	02/08/2018	162.07	02/23/2018
100-55551-220 PARKS - UTILITIES	WE ENERGIES	4484-977-713	4484977713FEB18	02/09/2018	68.40	02/23/2018
100-55551-220 PARKS - UTILITIES	WE ENERGIES	5200-062-983	5200062983JAN18	02/09/2018	15.71	02/23/2018
100-55551-220 PARKS - UTILITIES	WE ENERGIES	5276-292-324	5272292324JAN18	02/09/2018	21.73	02/23/2018
Total 10055551220:					395.81	
10055551225						
100-55551-225 PARKS - TELEPHONE	TDS	TDS DPW 262-539-3770 (SPLIT)	262-539-3770 02/18	02/19/2018	40.98	02/23/2018
Total 10055551225:					40.98	
10055551298						
100-55551-298 PARKS - OUTSIDE SERVICE	TIME WARNER CABLE	Acct # 079820101 (split)	079820101020118	02/01/2018	81.88	02/23/2018
100-55551-298 PARKS - OUTSIDE SERVICE	DUDE SOLUTIONS INC	Renewal Invoice - 2018 (split)	INV-15540	01/01/2018	1,052.50	02/23/2018
Total 10055551298:					1,134.38	
10055551310						
100-55551-310 PARKS - OFFICE SUPP, PO	CANON FINANCIAL SERVICES,	Contrat No. WI#505ENT-M15-MFD (split)	18316641	02/10/2018	23.10	02/23/2018
100-55551-310 PARKS - OFFICE SUPP, PO	CANON FINANCIAL SERVICES,	Contrat No. WI#505ENT-M15-MFD (split)	18316642	02/10/2018	1.40	02/23/2018
Total 10055551310:					24.50	
10055551350						
100-55551-350 PARKS - REPAIR/MTCE SUP	KIMBALL MIDWEST	KIMBALL MIDWEST DPW ACCT #4249	6155781	02/15/2018	428.27	02/23/2018
100-55551-350 PARKS - REPAIR/MTCE SUP	AMAZON.COM/GE MONEY	60457 8781 045088 8	735556979438	01/10/2018	89.94	02/23/2018
Total 10055551350:					518.21	
25155511153						
251-55551-153 EMPLOYEE BENEFITS	EMPLOYEE BENEFITS CORPO	EBC LIBRARY	2101839	02/15/2018	2.00	02/23/2018
Total 25155511153:					2.00	
25155511330						
251-55551-330 INSERVICE TRAINING/TRAV	DAVIES, JOE	Travel Reimbursement	022018	02/20/2018	93.09	02/23/2018
Total 25155511330:					93.09	
25155511345						
251-55551-345 PROGRAMS	SCHMIDT, JANE	Reimbursement - Library Supplies	013118	02/13/2018	57.98	02/23/2018
Total 25155511345:					57.98	
453565616830						
453-565616-830 Disaster Expenditure	SCHERRER CONSTRUCTION C	Police Dept - Work Complete Door/Casework	4431-2	01/12/2018	28,990.00	02/23/2018
453-565616-830 Disaster Expenditure	AT & T	287278196495	287278196495X021	02/05/2018	422.52	02/23/2018
Total 453565616830:					29,412.52	
46555511801						
465-55551-801 LIBRARY OUTLAY	SCHERRER CONSTRUCTION C	Library Work Complete Concrete/Railings	4431-1	12/31/2017	10,600.00	02/23/2018

GL Account and Title	Vendor Name	Description	Invoice Number	Invoice Date	Net Invoice Amount	Date Paid
Total 465555511801:					10,600.00	
46555551804						
465-555551-804 PARKS CAPITAL OUTLAY P	TCF EQUIPMENT FINANCE, INC	Mower Financing- Contrat # 008-0658807-300	5395431	02/13/2018	343.28	02/23/2018
Total 465555551804:					343.28	
621575740153						
621-575740-153 EMPLOYEE BENEFITS	EMPLOYEE BENEFITS CORPO	EBC WWTP	2101839	02/15/2018	20.00	02/23/2018
Total 621575740153:					20.00	
621575740220						
621-575740-220 WWTP-ELECTRIC	WE ENERGIES	7672-906-685	7672906685JAN18	02/11/2018	301.73	02/23/2018
621-575740-220 WWTP-ELECTRIC	WE ENERGIES	8635-875-051	8635875051JAN18	02/05/2018	61.46	02/23/2018
Total 621575740220:					363.19	
621575740225						
621-575740-225 TELEPHONE	VERIZON WIRELESS	SCADA WWTP Acct # 242013605-00001	9801392147	02/10/2018	28.26	02/23/2018
Total 621575740225:					28.26	
621575740298						
621-575740-298 CONTRACT SERVICE	TIME WARNER CABLE	Acct # 079820101 (split)	079820101020118	02/01/2018	81.88	02/23/2018
621-575740-298 CONTRACT SERVICE	DUDE SOLUTIONS INC	Renewal Invoice - 2018 (split)	INV-15540	01/01/2018	1,052.50	02/23/2018
Total 621575740298:					1,134.38	
621575740310						
621-575740-310 OFFICE SUPPLIES, POSTA	CANON SOLUTIONS AMERICA,	Copier - WWTP Serial FRU35325	4025004710	02/01/2018	188.43	02/23/2018
Total 621575740310:					188.43	
622509210000						
622-509210-000 OFFICE SUPPLY	TDS	TDS DPW 262-539-3770 (SPLIT)	262-539-3770 02/18	02/19/2018	81.97	02/23/2018
622-509210-000 OFFICE SUPPLY	CANON FINANCIAL SERVICES,	Contrat No. WI#505ENT-M15-MFD (split)	18316641	02/10/2018	46.20	02/23/2018
622-509210-000 OFFICE SUPPLY	CANON FINANCIAL SERVICES,	Contrat No. WI#505ENT-M15-MFD (split)	18316642	02/10/2018	6.29	02/23/2018
Total 622509210000:					134.46	
622509230000						
622-509230-000 OUTSIDE SERVICES	TIME WARNER CABLE	Acct # 079820101 (split)	079820101020118	02/01/2018	81.88	02/23/2018
622-509230-000 OUTSIDE SERVICES	DUDE SOLUTIONS INC	Renewal Invoice - 2018 (split)	INV-15540	01/01/2018	1,052.50	02/23/2018
Total 622509230000:					1,134.38	
622509260153						
622-509260-153 EMPLOYEE BENEFITS	EMPLOYEE BENEFITS CORPO	EBC WATER	2101839	02/15/2018	3.00	02/23/2018
Total 622509260153:					3.00	
623575740242						
623-575740-242 REPAIR,MAINTENANCE EQ	HUGHES ELECTRIC, INC	Repairs: runway & taxiway lights	11349	11/30/2017	800.00	02/23/2018
623-575740-242 REPAIR,MAINTENANCE EQ	METCO	LABOR FOR CARD SYSYTEM	171684	02/07/2018	1,522.95	02/23/2018
Total 623575740242:					2,322.95	

GL Account and Title	Vendor Name	Description	Invoice Number	Invoice Date	Net Invoice Amount	Date Paid
864212001						
864-212001 REFUNDS PAYABLE	FITCH, JEREMY & CORY	Property Tax Refund 2017	246998	02/22/2018	384.44	02/23/2018
Total 864212001:					<u>384.44</u>	
875232000						
875-232000 MUNICIPAL COURT DEP	JURS, MISTY	REIMBURSE S/B FOR SDC	1028248419	02/15/2018	133.80	02/23/2018
Total 875232000:					<u>133.80</u>	
Grand Totals:					<u><u>57,586.69</u></u>	

Dated: _____

Motion for Approval by: _____

Motion Seconded by: _____

GL Account and Title	Vendor Name	Description	Invoice Number	Invoice Date	Net Invoice Amount	Date Paid
100515111399						
100-515111-399 CITY COUNCIL - PUBLICATI	SOUTHERN LAKES NEWSPAPE	CUP Hearing	306327	02/01/2018	59.24	
Total 100515111399:					59.24	
100515132298						
100-515132-298 ADMIN - CONTRACT SERVI	KAPUR & ASSOCIATES, INC.	17.0292.01 Burlington GIS 2017	93069	02/12/2018	4,200.00	
100-515132-298 ADMIN - CONTRACT SERVI	KAPUR & ASSOCIATES, INC.	18.0019.01 2018 Burlington Plan Review	93080	02/12/2018	307.50	
100-515132-298 ADMIN - CONTRACT SERVI	KAPUR & ASSOCIATES, INC.	18.0019.01 2018 Burlington Plan Review	93081	02/12/2018	110.00	
100-515132-298 ADMIN - CONTRACT SERVI	BRAY ASSOCIATES ARCHITEC	Project No. 3289	3289-02	02/15/2018	7,500.00	
Total 100515132298:					12,117.50	
100515132310						
100-515132-310 ADMIN - OFF SUPP-POSTA	ALSCO	ALSCO DPW (split) Customer # 074780	IMIL1293867	02/07/2018	2.97	
Total 100515132310:					2.97	
100515132399						
100-515132-399 ADMIN - SUNDRY EXPENSE	RICHTER'S MARKETPLACE	Richter's Marketplace - City Hall	021218CH	02/12/2018	5.85	
100-515132-399 ADMIN - SUNDRY EXPENSE	RICHTER'S MARKETPLACE	Richter's Marketplace - City Hall	021318CH	02/13/2018	7.08	
100-515132-399 ADMIN - SUNDRY EXPENSE	RICHTER'S MARKETPLACE	Richter's Marketplace - City Hall	022618CH	02/26/2018	5.85	
Total 100515132399:					18.78	
100515140310						
100-515140-310 CLERK - OFFICE SUPPLIES	COMPLETE OFFICE OF WISCO	binders	254734	02/13/2018	77.76	
Total 100515140310:					77.76	
100515141298						
100-515141-298 FINANCE - CONTRACT SER	TRANSCENDENT TECHNOLOGI	Annual Software Maintenance 2018	M2111	02/19/2018	1,040.00	
Total 100515141298:					1,040.00	
100515142310						
100-515142-310 ELECTIONS - OPERATION S	RICHTER'S MARKETPLACE	Richter's Marketplace - City Hall	022018CH	02/20/2018	4.00	
Total 100515142310:					4.00	
100515142321						
100-515142-321 ELECTIONS - BALLOTS & A	SOUTHERN LAKES NEWSPAPE	Voting Equip Test Notice	305384	02/14/2018	18.44	
Total 100515142321:					18.44	
100515161298						
100-515161-298 ATTORNEY - CONTRACT S	VONBRIESEN & ROPER, S.C.	VON BRIESEN & PURTELL LABOR & EMPLOYME	11270	02/15/2018	1,421.00	
Total 100515161298:					1,421.00	
100525211159						
100-525211-159 POLICE - CLOTHING ALLO	RED THE UNIFORM TAILOR	Supplies	00W68083	01/26/2018	1,930.56	
Total 100525211159:					1,930.56	
100525211211						
100-525211-211 POLICE - PHYSICALS	WI CHIEFS OF POLICE ASSOC	1st Line Supervisor Exams	020218	02/02/2018	144.50	

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Total 100525211211:					144.50	
100525211248						
100-525211-248	POLICE - REP & MAINT BUIL	SIMPLEX GRINNELL LP	Fire Alarm Test & Inspection	20032173	02/02/2018	1,868.07
100-525211-248	POLICE - REP & MAINT BUIL	VORPAGEL SERVICE INC.	Performed Heating Service Per Agreement	40558	01/31/2018	1,678.78
Total 100525211248:					3,546.85	
100525211299						
100-525211-299	POLICE - SUNDRY CONTRA	GENERAL COMMUNICATIONS, I	Annual Maintenance Contract 2018	ACCT 2642 2018	02/26/2018	8,436.00
Total 100525211299:					8,436.00	
100525211310						
100-525211-310	POLICE - OFF SUPP-POSTA	RICHTER'S MARKETPLACE	Richter's Marketplace - Police Dept	021318PD	02/13/2018	19.03
100-525211-310	POLICE - OFF SUPP-POSTA	RICHTER'S MARKETPLACE	Richter's Marketplace - Police Dept	022018PD	02/20/2018	19.88
100-525211-310	POLICE - OFF SUPP-POSTA	MINUTEMAN PRESS OF BURLI	envelopes #10 regular	33665	02/16/2018	225.83
Total 100525211310:					264.74	
100525211344						
100-525211-344	POLICE - JANITOR SUPPLIE	MENARDS	Menards Acct 32120263	55891	02/08/2018	5.68
100-525211-344	POLICE - JANITOR SUPPLIE	MENARDS	Menards Acct 32120263	56796	02/19/2018	60.63
100-525211-344	POLICE - JANITOR SUPPLIE	REINEMANS, INC.	muratic acid	139477	02/12/2018	5.79
100-525211-344	POLICE - JANITOR SUPPLIE	REINEMANS, INC.	FLag	139899	02/20/2018	22.66
100-525211-344	POLICE - JANITOR SUPPLIE	MID-AMERICAN RESEARCH CH	hang time dis bwl	0628610-IN	02/09/2018	84.62
Total 100525211344:					179.38	
100525211381						
100-525211-381	POLICE - INVESTIGATIONS	LANGUAGE LINE SERVICES, IN	OVER-THE -PHONE INTERPRETATION	4254559	01/31/2018	50.18
Total 100525211381:					50.18	
100525211384						
100-525211-384	POLICE - CRIME PREVENTI	WORLDWIDE LTD	custom logo 6" circle stickers	125	02/15/2018	78.00
100-525211-384	POLICE - CRIME PREVENTI	NOBIUS PRESS, LLC	Tanner Kitelinger Logo Design	020118	02/01/2018	37.57
Total 100525211384:					115.57	
100525211520						
100-525211-520	POLICE - PROP & LIAB INSU	ZAREK INSURANCE, INC.	adding 2 Explorer's	7790	02/13/2018	592.00
Total 100525211520:					592.00	
100525220211						
100-525220-211	FIRE - PHYSICALS	AURORA HEALTH CARE	Acct #600003825 Schultz, Benjamin	159102131	01/22/2018	163.00
100-525220-211	FIRE - PHYSICALS	AURORA HEALTH CARE	Acct #600003825 Jinar, Courtney	159438703	02/02/2018	163.00
100-525220-211	FIRE - PHYSICALS	AURORA HEALTH CARE	Acct #600003825 Rueter, Daniel	159556161	02/07/2018	163.00
Total 100525220211:					489.00	
100525220242						
100-525220-242	FIRE - REPAIR & MAINT VE	BUMPER TO BUMPER BURLING	12v 1000 CCA	1-338073	02/13/2018	272.00
Total 100525220242:					272.00	

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100525220244						
100-525220-244 FIRE - REPAIR MAINT EQUI	JEFFERSON FIRE & SAFETY	TFT Chimney Snuffer Kit	245166	02/13/2018	675.00	
Total 100525220244:					675.00	
100525220248						
100-525220-248 FIRE - REPAIR MAINT BLDG	ALSCO	ALSCO - FIRE DEPT CUSTOMER #012470	IMIL1286810	01/17/2018	78.34	
100-525220-248 FIRE - REPAIR MAINT BLDG	ALSCO	ALSCO - FIRE DEPT CUSTOMER #012470	IMIL1296221	02/14/2018	78.34	
100-525220-248 FIRE - REPAIR MAINT BLDG	MENARDS	Acct # 32120264 - Fire House Supplies	56517	02/15/2018	86.39	
100-525220-248 FIRE - REPAIR MAINT BLDG	BUMPER TO BUMPER BURLING	cildri 40lb	1-338072	02/13/2018	35.97	
Total 100525220248:					279.04	
100525220310						
100-525220-310 FIRE - OFFICE SUPPLIES	COMPLETE OFFICE OF WISCO	credit	255225	02/13/2018	10.40-	
Total 100525220310:					10.40-	
100525231247						
100-525231-247 Repairs & Maint Software	MERITAGE SYSTEMS	Annual Support & Licensing Fee (split)	365-IN	01/31/2018	2,500.00	
Total 100525231247:					2,500.00	
100525231298						
100-525231-298 BLDG INSP - CONTRACT	MERITAGE SYSTEMS	Annual Support & Licensing Fee (split)	365-IN	01/31/2018	2,000.00	
Total 100525231298:					2,000.00	
100535321159						
100-535321-159 STREETS - CLOTHING ALL	ALSCO	ALSCO DPW (split) Customer # 074780	IMIL1293867	02/07/2018	34.69	
Total 100535321159:					34.69	
100535321234						
100-535321-234 STREETS - SALT AND SAND	COMPASS MINERALS AMERICA	BULK HIGHWAY COARSE W/YPS	193526	02/09/2018	3,000.57	
100-535321-234 STREETS - SALT AND SAND	COMPASS MINERALS AMERICA	BULK HIGHWAY COARSE W/YPS	194875	02/12/2018	2,007.50	
100-535321-234 STREETS - SALT AND SAND	COMPASS MINERALS AMERICA	BULK HIGHWAY COARSE W/YPS	196233	02/13/2018	1,888.08	
100-535321-234 STREETS - SALT AND SAND	COMPASS MINERALS AMERICA	BULK HIGHWAY COARSE W/YPS	196436	02/13/2018	5,133.08	
100-535321-234 STREETS - SALT AND SAND	COMPASS MINERALS AMERICA	BULK HIGHWAY COARSE W/YPS	197798	02/14/2018	4,015.47	
100-535321-234 STREETS - SALT AND SAND	COMPASS MINERALS AMERICA	BULK HIGHWAY COARSE W/YPS	197902	02/14/2018	1,926.65	
Total 100535321234:					17,971.35	
100535321242						
100-535321-242 STREETS - REP MAINT VE	CHICO'S, LLC	hand-held control	47607	02/08/2018	333.00	
100-535321-242 STREETS - REP MAINT VE	CLOVER LEAF TRUCK SERVIC	Unit 516 - Labor engine warning light	23383	01/25/2018	109.10	
100-535321-242 STREETS - REP MAINT VE	LOIS TIRE SHOP,INC.	Unit 516	416739	02/15/2018	2,243.24	
100-535321-242 STREETS - REP MAINT VE	MIKE'S REPAIR SERVICE	MIKE'S REPAIR SERVICE UNIT 520	48406	01/30/2018	295.00	
100-535321-242 STREETS - REP MAINT VE	WAUSAU EQUIPMENT COMPA	Wausau parts for plows	6065468	01/18/2018	216.40	
100-535321-242 STREETS - REP MAINT VE	BUMPER TO BUMPER BURLING	rear wheel seal	1-337693	02/05/2018	22.59	
100-535321-242 STREETS - REP MAINT VE	AXLE SOLUTIONS, INC.	Unit 510 - welded new threads	0468	02/08/2018	565.00	
100-535321-242 STREETS - REP MAINT VE	AXLE SOLUTIONS, INC.	Unit 510 - installed new spindle	0472	02/16/2018	510.00	
Total 100535321242:					4,294.33	
100535321248						
100-535321-248 STREETS REP & MAINT BL	ALSCO	ALSCO DPW (split) Customer # 074781	IMIL1293868	02/07/2018	12.81	

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Total 100535321248:					12.81	
100535321298						
100-535321-298	STREETS - CONTRACT SER	AUGIE'S EXCAVATING INC	AUGIES EXCAVATING SNOW HAULING	3066	01/25/2018	665.00
100-535321-298	STREETS - CONTRACT SER	GEORGE SCHROEDER TRUCKI	GEORGE SCHROEDER SNOW REMOVAL	497384	01/27/2018	2,900.00
100-535321-298	STREETS - CONTRACT SER	ZAREK INSURANCE, INC.	adding 2018 leaf blower	7786	01/31/2018	25.00
100-535321-298	STREETS - CONTRACT SER	ZAREK INSURANCE, INC.	Credit - deleting tool schedule	7786	01/31/2018	202.00
100-535321-298	STREETS - CONTRACT SER	OIL EQUIPMENT COMPANY	Annual ALI Inspections of Lifts (split)	0251099-IN	01/14/2018	162.25
Total 100535321298:					3,550.25	
100535321310						
100-535321-310	STREETS - OFF SUPP/POS	NAPOLI'S PIZZA RESTAURANT	NAPOLIS(split)	058768	01/11/2018	163.54
Total 100535321310:					163.54	
100535321350						
100-535321-350	STREETS - REP MAINT SUP	HUMPHREY SERVICE & PARTS,	oil filter	1165655	01/19/2018	7.06
100-535321-350	STREETS - REP MAINT SUP	HUMPHREY SERVICE & PARTS,	air filters	1166358	01/26/2018	23.00
100-535321-350	STREETS - REP MAINT SUP	HUMPHREY SERVICE & PARTS,	air filters	1166377	01/26/2018	46.00
100-535321-350	STREETS - REP MAINT SUP	HUMPHREY SERVICE & PARTS,	tools (split)	1166758	01/31/2018	1,796.06
100-535321-350	STREETS - REP MAINT SUP	HUMPHREY SERVICE & PARTS,	tools (split)	1166956	02/01/2018	171.25
100-535321-350	STREETS - REP MAINT SUP	HUMPHREY SERVICE & PARTS,	tools (split)	1167291	02/06/2018	97.80
100-535321-350	STREETS - REP MAINT SUP	HUMPHREY SERVICE & PARTS,	tools (split)	1167586	02/09/2018	69.37
100-535321-350	STREETS - REP MAINT SUP	HUMPHREY SERVICE & PARTS,	tools (split)	1167885	02/13/2018	18.75
100-535321-350	STREETS - REP MAINT SUP	LYNCH TRUCK CENTER	LYNCH TRUCK CENTER UNIT 510	221570	02/06/2018	27.75
100-535321-350	STREETS - REP MAINT SUP	LYNCH TRUCK CENTER	LYNCH TRUCK CENTER UNIT 510	221743	02/14/2018	230.90
100-535321-350	STREETS - REP MAINT SUP	MENARDS	Menards Acct 32120266 (split)	55340	02/02/2018	25.60
100-535321-350	STREETS - REP MAINT SUP	MENARDS	Menards Acct 32120266 (split)	55704	02/06/2018	3.94
100-535321-350	STREETS - REP MAINT SUP	JX ENTERPRISES INC	JX Peterbilt - Parts Unit 518	1821747P	02/16/2018	82.16
100-535321-350	STREETS - REP MAINT SUP	REINEMANS, INC.	QC 1/4" FPLUG	139222	02/08/2018	2.96
100-535321-350	STREETS - REP MAINT SUP	WELDERS SUPPLY COMPANY	WELDERS SUPPLY- DPW	494906	01/31/2018	256.26
100-535321-350	STREETS - REP MAINT SUP	IBD, LLC	IBD- split	110152386	01/18/2018	746.48
100-535321-350	STREETS - REP MAINT SUP	IBD, LLC	credit (split)	110152476	01/24/2018	112.00
100-535321-350	STREETS - REP MAINT SUP	IBD, LLC	ADRY1403 - for barricades	120109770	01/26/2018	226.80
100-535321-350	STREETS - REP MAINT SUP	BUMPER TO BUMPER BURLING	micro-v belts	1-337173	01/25/2018	47.25
100-535321-350	STREETS - REP MAINT SUP	BUMPER TO BUMPER BURLING	unit 108 - parts	1-337204	01/25/2018	79.60
100-535321-350	STREETS - REP MAINT SUP	BUMPER TO BUMPER BURLING	wire assessories	1-337406	01/30/2018	2.99
100-535321-350	STREETS - REP MAINT SUP	BUMPER TO BUMPER BURLING	stock	1-337572	02/02/2018	45.30
100-535321-350	STREETS - REP MAINT SUP	BUMPER TO BUMPER BURLING	black cabinet (split)	1-337585	02/02/2018	929.72
100-535321-350	STREETS - REP MAINT SUP	BUMPER TO BUMPER BURLING	4wd locknut tool	1-337662	02/05/2018	19.67
100-535321-350	STREETS - REP MAINT SUP	BUMPER TO BUMPER BURLING	mini halogen	1-337793	02/07/2018	13.78
100-535321-350	STREETS - REP MAINT SUP	BUMPER TO BUMPER BURLING	unit 510 - parts	1-337966	02/11/2018	105.17
100-535321-350	STREETS - REP MAINT SUP	BUMPER TO BUMPER BURLING	unit 515 - parts	1-338116	02/14/2018	44.02
100-535321-350	STREETS - REP MAINT SUP	BUMPER TO BUMPER BURLING	antenna	1-338177	02/15/2018	13.81
Total 100535321350:					5,021.45	
100555514399						
100-555514-399	Senior Citizens Donation City	MENARDS	Menards Acct 32120265 Senior Center	54624	01/25/2018	87.53
100-555514-399	Senior Citizens Donation City	MENARDS	Menards Acct 32120265 Credit	54950	01/29/2018	24.01
100-555514-399	Senior Citizens Donation City	MENARDS	misc electrical for Senior center	54984	01/29/2018	42.54
100-555514-399	Senior Citizens Donation City	MENARDS	misc electrical for Senior center	55066	01/30/2018	74.97
100-555514-399	Senior Citizens Donation City	MENARDS	Menards Acct 32120265 (split)	55877	02/08/2018	24.99
100-555514-399	Senior Citizens Donation City	CHRISTMAN, GEORGE	Senior Center - locks & keys	985642	02/08/2018	84.00
Total 100555514399:					290.02	

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10055551159						
100-555551-159 PARKS - CLOTHING	ALSCO	ALSCO DPW (split) Customer # 074780	IMIL1293867	02/07/2018	34.69	
Total 10055551159:					34.69	
10055551248						
100-555551-248 PARKS - REPAIR MAINT BL	ALSCO	ALSCO DPW (split) Customer # 074781	IMIL1293868	02/07/2018	6.40	
Total 10055551248:					6.40	
10055551298						
100-555551-298 PARKS - OUTSIDE SERVICE	PATS SERVICES, INC	CITY OF BURLINGTON DOG PARK	A-155128	02/05/2018	80.00	
100-555551-298 PARKS - OUTSIDE SERVICE	PATS SERVICES, INC	CITY OF BURLINGTON ECHO PARK	A-155261	02/07/2018	90.00	
100-555551-298 PARKS - OUTSIDE SERVICE	PATS SERVICES, INC	CITY OF BURLINGTON RIVERSIDE PARK	A-155362	02/13/2018	180.00	
100-555551-298 PARKS - OUTSIDE SERVICE	OIL EQUIPMENT COMPANY	Annual ALI Inspections of Lifts (split)	0251099-IN	01/14/2018	162.25	
Total 10055551298:					512.25	
10055551310						
100-555551-310 PARKS - OFFICE SUPP, PO	NAPOLI'S PIZZA RESTAURANT	NAPOLIS(split)	058768	01/11/2018	163.55	
Total 10055551310:					163.55	
10055551350						
100-555551-350 PARKS - REPAIR/MTCE SUP	HUMPHREY SERVICE & PARTS,	tools (split)	1166758	01/31/2018	1,796.06	
100-555551-350 PARKS - REPAIR/MTCE SUP	HUMPHREY SERVICE & PARTS,	tools (split)	1166956	02/01/2018	171.25	
100-555551-350 PARKS - REPAIR/MTCE SUP	HUMPHREY SERVICE & PARTS,	tools (split)	1167291	02/06/2018	97.81	
100-555551-350 PARKS - REPAIR/MTCE SUP	HUMPHREY SERVICE & PARTS,	tools (split)	1167586	02/09/2018	69.38	
100-555551-350 PARKS - REPAIR/MTCE SUP	HUMPHREY SERVICE & PARTS,	tools (split)	1167885	02/13/2018	18.75	
100-555551-350 PARKS - REPAIR/MTCE SUP	MENARDS	Menards Acct 32120266 (split)	55340	02/02/2018	25.60	
100-555551-350 PARKS - REPAIR/MTCE SUP	MENARDS	Menards Acct 32120266 (split)	55704	02/06/2018	3.95	
100-555551-350 PARKS - REPAIR/MTCE SUP	REINEMANS, INC.	PAINT	138895	01/30/2018	8.98	
100-555551-350 PARKS - REPAIR/MTCE SUP	IBD, LLC	IBD- split	110152386	01/18/2018	746.47	
100-555551-350 PARKS - REPAIR/MTCE SUP	IBD, LLC	credit (split)	110152476	01/24/2018	112.00	
100-555551-350 PARKS - REPAIR/MTCE SUP	BUMPER TO BUMPER BURLING	black cabinet (split)	1-337585	02/02/2018	929.72	
Total 10055551350:					3,755.97	
100565641298						
100-565641-298 PLAN COMM - CONTRACT S	KAPUR & ASSOCIATES, INC.	17.0095.01 Burlington 2017 Plan Review	93078	02/12/2018	55.00	
Total 100565641298:					55.00	
100575710299						
100-575710-299 GARBAGE- CNTRCT SVCS	KAPUR & ASSOCIATES, INC.	17.0115.01 Burlington Landfill 2017-2018	93046	02/08/2018	1,770.00	
Total 100575710299:					1,770.00	
453565616823						
453-565616-823 2017 Pool Construction Proje	AYRES ASSOCIATES	Project 27-1051.06 Burlington Pool, Phase E	173118	02/08/2018	5,723.53	
Total 453565616823:					5,723.53	
453565616825						
453-565616-825 2017 Kendall Street Project	KAPUR & ASSOCIATES, INC.	17.0040.01 2017 Burlington Streets (split)	93062	02/12/2018	931.50	
Total 453565616825:					931.50	

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453565616827						
453-565616-827 2017 Water Portion Kendall St	KAPUR & ASSOCIATES, INC.	17.0040.01 2017 Burlington Streets (split)	93062	02/12/2018	351.90	
Total 453565616827:					351.90	
453565616829						
453-565616-829 2017 Sewer Portion Kendall S	KAPUR & ASSOCIATES, INC.	17.0040.01 2017 Burlington Streets (split)	93062	02/12/2018	786.60	
Total 453565616829:					786.60	
453565616830						
453-565616-830 Disaster Expenditure	MENARDS	Menards Acct 32120263	55907	02/08/2018	409.94	
453-565616-830 Disaster Expenditure	MENARDS	Menards Acct 32120263	56266	02/12/2018	35.11	
453-565616-830 Disaster Expenditure	MENARDS	Menards Acct 32120263	56587	02/16/2018	53.99	
453-565616-830 Disaster Expenditure	MENARDS	FLOOD - REPLACEMENT SUPPLIES	56797	02/19/2018	159.08	
453-565616-830 Disaster Expenditure	REINEMANS, INC.	FLOOD - Replacement	139661	02/15/2018	24.07	
453-565616-830 Disaster Expenditure	VORPAGEL SERVICE INC.	installed motors & controls	41530	01/31/2018	20,555.51	
453-565616-830 Disaster Expenditure	WI DEPT OF JUSTICE-7857	Evdnc Tch Fngprnt & Crime Kit	455-000007116	02/06/2018	266.59	
453-565616-830 Disaster Expenditure	DIGICORP	Flood Recovery	322319	01/31/2018	202.20	
453-565616-830 Disaster Expenditure	GENERAL COMMUNICATIONS, I	jail cell hallway camera	250417	01/23/2018	508.00	
Total 453565616830:					22,214.49	
465525211805						
465-525211-805 POLICE CAPITAL OUTLAY V	PRV UPFITTERS	new squad 905 equipment	1271	02/03/2018	7,485.76	
465-525211-805 POLICE CAPITAL OUTLAY V	PRV UPFITTERS	new squad 906 equipment	1272	02/07/2018	5,985.76	
465-525211-805 POLICE CAPITAL OUTLAY V	PRV UPFITTERS	add on's	1273	02/07/2018	1,770.00	
Total 465525211805:					15,241.52	
621575740159						
621-575740-159 CLOTHING ALLOWANCE	ALSCO	ALSCO WWTP (split) Cust # 012230	IMIL1291528	01/31/2018	85.49	
621-575740-159 CLOTHING ALLOWANCE	ALSCO	ALSCO WWTP (split) Cust # 012230	IMIL1293870	02/07/2018	83.51	
621-575740-159 CLOTHING ALLOWANCE	ALSCO	ALSCO WWTP (split) Cust # 012230	IMIL1296232	02/14/2018	85.09	
621-575740-159 CLOTHING ALLOWANCE	ALSCO	ALSCO WWTP (split) Cust # 012230	IMIL1298617	02/21/2018	83.10	
Total 621575740159:					337.19	
621575740240						
621-575740-240 FUEL, OIL AND LUBRICANT	BUMPER TO BUMPER BURLING	w30 galln	1-338232	02/16/2018	129.00	
Total 621575740240:					129.00	
621575740244						
621-575740-244 REPAIRS,MAINT EQUIPMEN	ALSCO	ALSCO WWTP (split) Cust # 012230	1293870	02/07/2018	2.98-	
621-575740-244 REPAIRS,MAINT EQUIPMEN	ALSCO	ALSCO WWTP (split) Cust # 012230	IMIL1291528	01/31/2018	16.42	
621-575740-244 REPAIRS,MAINT EQUIPMEN	ALSCO	ALSCO WWTP Cust # 012231 (split)	IMIL1291529	01/31/2018	130.61	
621-575740-244 REPAIRS,MAINT EQUIPMEN	ALSCO	ALSCO WWTP (split) Cust # 012230	IMIL1293870	02/07/2018	16.42	
621-575740-244 REPAIRS,MAINT EQUIPMEN	ALSCO	ALSCO WWTP (split) Cust # 012230	IMIL1296232	02/14/2018	13.44	
621-575740-244 REPAIRS,MAINT EQUIPMEN	ALSCO	ALSCO WWTP Cust # 012231 (split)	IMIL1296233	02/14/2018	122.90	
621-575740-244 REPAIRS,MAINT EQUIPMEN	ALSCO	ALSCO WWTP (split) Cust # 012230	IMIL1298617	02/21/2018	13.44	
621-575740-244 REPAIRS,MAINT EQUIPMEN	ELKHORN CHEMICAL & PACKA	Janitor Supplies	596617	02/02/2018	290.90	
621-575740-244 REPAIRS,MAINT EQUIPMEN	MENARDS	Menards Acct 32120265 (split)	55234	02/01/2018	4.83	
621-575740-244 REPAIRS,MAINT EQUIPMEN	MENARDS	Menards Acct 32120265 (split)	55877	02/08/2018	9.99	
621-575740-244 REPAIRS,MAINT EQUIPMEN	REINEMANS, INC.	bolt snap	139473	02/12/2018	5.91	
621-575740-244 REPAIRS,MAINT EQUIPMEN	REINEMANS, INC.	bolt snap	139474	02/12/2018	1.97	
621-575740-244 REPAIRS,MAINT EQUIPMEN	WELDERS SUPPLY COMPANY	WELDERS SUPPLY- WWTP	495442	01/31/2018	22.20	
621-575740-244 REPAIRS,MAINT EQUIPMEN	WELDERS SUPPLY COMPANY	1 YEAR PRE-PAID RENTAL	498005	02/15/2018	196.00	
621-575740-244 REPAIRS,MAINT EQUIPMEN	DONERITE JANITORIAL SERV I	WWTP February Cleaning	3144	02/19/2018	960.00	

GL Account and Title	Vendor Name	Description	Invoice Number	Invoice Date	Net Invoice Amount	Date Paid
621-575740-244 REPAIRS,MAINT EQUIPMEN	BUMPER TO BUMPER BURLING	sleeve retainer	1-338409	02/21/2018	8.99	
621-575740-244 REPAIRS,MAINT EQUIPMEN	BLUETARP FINANCIAL	Renewed 1 Year - Northern Tool & Equipment	39790961	02/18/2018	39.99	
Total 621575740244:					1,851.03	
621575740249						
621-575740-249 LABORATORY	ALSCO	ALSCO WWTP Cust # 012231 (split)	IMIL1291529	01/31/2018	90.89	
621-575740-249 LABORATORY	ALSCO	ALSCO WWTP Cust # 012231 (split)	IMIL1296233	02/14/2018	98.60	
621-575740-249 LABORATORY	NCL OF WISCONSIN, INC	NCL Acct No. 6900 WWTP supplies	402025	02/05/2018	700.00	
Total 621575740249:					889.49	
621575740353						
621-575740-353 REPAIR & MAINT LIFT STAT	MENARDS	Menards Acct 32120265 (split)	55234	02/01/2018	4.83	
Total 621575740353:					4.83	
621575740371						
621-575740-371 REG/PERMITS/OUTSIDE TE	NORTHERN LAKE SERVICE, IN	OUTSIDE TESTING	329116	02/12/2018	267.00	
Total 621575740371:					267.00	
622503460000						
622-503460-000 METERS & LABOR	MIDWEST METER INC	Meter Inventory	0097878-IN	02/02/2018	17,801.00	
622-503460-000 METERS & LABOR	MIDWEST METER INC	Meter Inventory	0097879-IN	02/02/2018	180.00	
622-503460-000 METERS & LABOR	MIDWEST METER INC	Meter Inventory	0098033-IN	02/08/2018	488.92	
Total 622503460000:					18,469.92	
622506230000						
622-506230-000 SUPPLIES	REINEMANS, INC.	cut key	139171	02/05/2018	14.94	
Total 622506230000:					14.94	
622506310000						
622-506310-000 CHEMICALS	HAWKINS, INC	Chlorine & Tonkazorb	4218974	01/25/2018	3,140.20	
Total 622506310000:					3,140.20	
622506410000						
622-506410-000 SUPPLIES	AMERICAN POWER EQUIPMEN	switch chute rotation	77122	02/06/2018	43.81	
Total 622506410000:					43.81	
622506510000						
622-506510-000 MAINS, WATER BREAKS-SU	WANASEK CORPORATION	Amanda Street repair	8289	02/15/2018	4,010.39	
Total 622506510000:					4,010.39	
622506530000						
622-506530-000 METERS, REPAIRS & TESTI	MENARDS	Menards Acct 32120265	55233	02/01/2018	112.92	
622-506530-000 METERS, REPAIRS & TESTI	BADGER METER, INC.	Beacon Monthly MBL Hosting Serv	80017970	01/31/2018	189.50	
Total 622506530000:					302.42	
622509030000						
622-509030-000 OFFICE SUPPLIES	ALSCO	ALSCO DPW - Water Customer #025570	IMIL1291527	01/31/2018	33.60	
622-509030-000 OFFICE SUPPLIES	ALSCO	ALSCO DPW - Water Customer #025570	IMIL1293869	02/07/2018	36.69	
622-509030-000 OFFICE SUPPLIES	ALSCO	ALSCO DPW - Water Customer #025570	IMIL1296231	02/14/2018	33.71	

GL Account and Title	Vendor Name	Description	Invoice Number	Invoice Date	Net Invoice Amount	Date Paid
622-509030-000 OFFICE SUPPLIES	ALSCO	ALSCO DPW - Water Customer #025570	IMIL1298616	02/21/2018	33.71	
Total 622509030000:					137.71	
622509210000						
622-509210-000 OFFICE SUPPLY	MINUTEMAN PRESS OF BURLI	meter test cards	33594	02/09/2018	105.19	
Total 622509210000:					105.19	
622509230000						
622-509230-000 OUTSIDE SERVICES	BAXTER & WOODMAN, INC.	140318.60 Radium Compliance Construction Service	0197170	01/19/2018	4,300.00	
622-509230-000 OUTSIDE SERVICES	EHLERS	2017 Water Rate Study	76230	02/12/2018	1,693.75	
Total 622509230000:					5,993.75	
622509350000						
622-509350-000 GENERAL PLANT-SUPPLIE	ALSCO	ALSCO DPW (split) Customer # 074781	IMIL1293868	02/07/2018	12.81	
Total 622509350000:					12.81	
623575740244						
623-575740-244 SNOW REMOVAL	WANASEK CORPORATION	Airport - Plow Snow	8318	02/22/2018	6,353.75	
Total 623575740244:					6,353.75	
623575740298						
623-575740-298 CONTRACT SERVICES	MEISNER, GARY	MEISNER AIRPORT MANAGER MAR BILLING	2018MAR	03/06/2018	319.30	
Total 623575740298:					319.30	
Grand Totals:					161,492.68	

Dated: _____

Motion for Approval by: _____

Motion Seconded by: _____



DATE: March 6, 2018

SUBJECT: LICENSES AND PERMITS

SUBMITTED BY: Diahnn Halbach, City Clerk

BACKGROUND/HISTORY:

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:

Deepak Pawar
Carly Lemmon
Deepak Pawar
William Scherrer

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 reports.

TIMING/IMPLEMENTATION:

This item is scheduled for consideration at the March 6, 2018 Common Council meeting.



COMMON COUNCIL REGULAR

ITEM NUMBER 13A

DATE: March 6, 2018

SUBJECT: **RESOLUTION 4882(40)** - to approve Task Order Number 106 with Kapur & Associates, Inc. to provide civil engineering services for the complete analysis of the Burlington Office & Manufacturing Park (BMOP) expansion project for the not-to-exceed amount of \$12,000.

SUBMITTED BY: Carina Walters, City Administrator

BACKGROUND/HISTORY:

Attached for your review and approval is Kapur and Associates Task Order No. 106 for engineering services for the complete infrastructure analysis regarding the potential Burlington Office & Manufacturing Park (BMOP) expansion project. The scope of service includes: evaluation of routes for the sanitary sewer and watermain extensions, evaluation of existing sewer system for capacity, review of regional stormwater facilities, estimation of construction costs for comparison and budgeting purposes, and preparation of a report documenting the findings and recommendations.

The preliminary report from Kapur will be submitted to the City Administrator on or before March 23, 2018, with the final report on or before April 20, 2018.

BUDGET/FISCAL IMPACT:

The dollars would be paid from the General Fund; however, should a Tax Incremental District (TID) is formed/financed, the Council will need to pass a resolution for reimbursement of TIF dollars to the General Fund.

RECOMMENDATION:

City staff has reviewed and recommends approval of Task Order No. 106 in the amount of \$12,000 to provide an infrastructure analysis for the BMOP expansion project.

TIMING/IMPLEMENTATION:

This item was discussed at the February 21, 2018 Committee of the Whole meeting and scheduled for final consideration at the March 6, 2018 Common Council meeting.

Attachments

Res 4882(40)
Task Order 106

RESOLUTION NO. 4882(40)
Introduced by: Committee of the Whole

**A RESOLUTION APPROVING TASK ORDER NUMBER ONE HUNDRED SIX WITH
KAPUR & ASSOCIATES, INC. TO PROVIDE CIVIL ENGINEERING SERVICES FOR
THE COMPLETE ANALYSIS OF THE BURLINGTON OFFICE & MANUFACTURING
PARK EXPANSION FOR THE NOT-TO-EXCEED AMOUNT OF \$12,000**

WHEREAS, the City of Burlington has entered into a master agreement for engineering services with Kapur and Associates, Inc.; and,

WHEREAS, the City has requested assistance in the analysis of infrastructure for the Burlington Office & Manufacturing Park (BMOP) expansion project including evaluation of routes for the sanitary sewer and watermain extensions, evaluation of existing sewer system for capacity, review of regional stormwater facilities, estimation of construction costs for comparison and budgeting purposes, and preparation of a report documenting the findings and presenting recommendations; and,

WHEREAS, said task order is for the not-to-exceed amount of \$12,000 and has been recommended for approval by the City Administrator.

NOW, THEREFORE, BE IT RESOLVED by the Common Council of the City of Burlington that the Task Order Number One hundred Six is hereby approved for the not-to-exceed amount of \$12,000.

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

Introduced: February 21, 2018
Adopted:

Jeannie Hefty, Mayor

Attest:

Diahnn Halbach, City Clerk

**TASK ORDER NUMBER #106
CIVIL ENGINEERING SERVICES**

This Task Order is made as of January 31, 2017, under the terms and conditions established in the MASTER AGREEMENT FOR ENGINEERING SERVICES, (the Agreement), between the **City of Burlington (Owner)** and **Kapur & Associates, Inc. (Engineer)**. This Task Order is made for the following purpose:

Provide civil engineering services and a cost analysis to provide infrastructure for an expansion to the Burlington Manufacturing and Office Park (BMOP). All costs associated with the infrastructure improvements, including municipal sewer, watermain, storm sewer, roadways, curb and gutter, earthwork, engineering, permitting, environmental assessments, and regional storm water improvements will be included. Breakdown of anticipated costs will be provided at the direction of the City and their financial advisor.

Section A. – Scope of Services

Engineer shall perform the following Services:

1. Evaluate routes to provide sanitary sewer to all possible areas of expansion as identified on the current BMOP expansion planning map. Evaluate proposed system flows for sanitary sewer and capacity for a fully expanded sanitary sewer service area. Evaluate existing sewer system for adequate capacity. This will include assessing lift stations, gravity main locations and possible environmental and topographic constraints.
2. Evaluate routes to provide watermain service with looping options, adequate pressure zones, and evaluate system capacity for fully expanded service area. This will include assessing hydrant pressure, main locations and possible environmental and topographic constraints
3. Review and recommend possible locations for regional storm water facilities.
4. Review and provide estimated storm sewer infrastructure needs, costs and locations.
5. Coordinate with the Wisconsin DOT for intersection improvements plans requirements
6. Prepare detailed cost estimates based on a conceptual planning level of all improvements required for the creation of the TIF. Costs will be provided based on zoning classification and by parcel as required. Cost estimates will

include all roadways, utilities, stormwater, engineering, permitting, earthwork and environmental assessments.

7. Prepare and provide a detailed project report detailing assumptions, quantities, costs and materials.
8. Attend meetings and provide information as required and requested by the City of Burlington to assist in the expansion of the BMOP.

Section B. – Schedule

Engineer shall perform the Scope of Services and deliver the related Documents according to the following schedule:

1. Provide “Preliminary Estimate/Report” to the City of Burlington for review and comment on or before March 23, 2018.
2. Provide Final Report to the City of Burlington on or before April 20, 2018.

Section C. – Compensation

In return for the performance of the foregoing obligations, Owner shall pay to Engineer an amount not-to-exceed Twelve Thousand Dollars (\$12,000.00) payable according to the following terms:

A not-to-exceed amount based on the rates as listed in Attachment A of the Agreement, plus direct expenses. Cost plus services are limited to an agreed maximum figure unless amended.

Engineer may request a change to the billing hours if scope changes, beyond the control of the Engineer, resulting in an extension of the schedule or necessitates a change in personnel.

Compensation for Additional Services (if any) shall be paid by Owner to Engineer according to the hourly billing rates shown in Attachment A of the Agreement.

IN WITNESS WHEREOF, the Owner and Engineer have executed the Task Order.

Owner: City of Burlington

Engineer: Kapur & Associates, Inc.

By: _____

By: Gregory L. Governatori

Signature: _____

Signature: _____

Title: _____

Title: Project Manager

Date: _____

Date: _____



COMMON COUNCIL REGULAR

ITEM NUMBER 13B

DATE: March 6, 2018

SUBJECT: **RESOLUTION 4883(41)** - to consider approving a Certified Survey Map for property located at 1088 Hidden Creek Lane.

SUBMITTED BY: Gregory Guidry, Building Inspector

BACKGROUND/HISTORY:

This item is to consider recommending approval of a Certified Survey Map request from Lynch & Associates Engineering for property located at 1088 Hidden Creek Lane, for the Springbrook Townhome Phase II project. This CSM, drafted by Jacob S. Jensen, WLS, seeks to adjust the subdivision to address the parking lot and curb spillover. This Certified Survey Map will create two parcels, which are greater than 1.5 acres in size. Phase II will consist of an eight-unit, multi-family building (known as Building 2) directly south of the existing eight-unit, multi-family building (known as Building 1) that abuts Hidden Creek Lane. Phase II will be oriented on a diagonal sitting in the southwest corner of the development site looking northeast. The building materials, the building façade, roof details, the lighting plan and the landscape plan would remain the same for Building 2 as they were for Building 1.

BUDGET/FISCAL IMPACT:

N/A

RECOMMENDATION:

The Plan Commission and City Staff recommend approval of this Certified Survey Map request.

TIMING/IMPLEMENTATION:

This item was discussed at the February 21, 2018 Committee of the Whole meeting and for final consideration at the March 6, 2018 Common Council meeting.

Attachments

Res 4883(41)

CSM map

RESOLUTION NO. 4883(41)
Introduced by: Committee of the Whole

**A RESOLUTION APPROVING A CERTIFIED SURVEY MAP IN THE CITY OF
BURLINGTON FOR PROPERTY LOCATED AT 1088 HIDDEN CREEK LANE, PHASE II**

WHEREAS, the Plan Commission of the City of Burlington has reviewed a Certified Survey Map (CSM) for property described as:

PART OF LOT 1 OF CERTIFIED SURVEY MAP 1999, AS RECORDED IN VOLUME 6, PAGE 115, AS DOCUMENT 1602466 IN THE RACINE COUNTY REGISTER OF DEEDS OFFICE, THAT PART OF VACATED YAHNKE ROAD AND LANDS ALL LOCATED IN THE NORTHEAST ¼ AND THE NORTHWEST ¼ OF THE SOUTHWEST ¼ OF SECTION 4, TOWNSHIP 2 NORTH, RANGE 19 EAST, CITY OF BURLINGTON, RAINCE COUNTY, WISCONSIN, MORE PARTICULARLY DESCRIBED AS FOLLOWS;

COMMENCING AT THE SOUTHWEST CORNER OF SAID SECTION 4; THENCE NORTH 00°30'45" WEST, ALONG THE WEST LINE OF SAID SOUTHWEST ¼, 1688.04 FEET; THENCE NORTH 89°29'15" EAST 1041.30 FEET TO THE WEST LINE OF LOT 1 OF SAID CERTIFIED SURVEY MAP 1999 AND THE POINT OF BEGINNING; THENCE NORTH 68°50'55" EAST ALONG THE SOUTH LINE OF HIDDEN CREEK LANE, 140.98 FEET; THENCE SOUTH 14°17'01" EAST 156.79 FEET; THENCE NORTH 69°20'08" EAST 354.52 FEET TO THE EAST LINE OF SAID LOT 1 AND THE WEST LINE OF SOUTH PINE STREET (STH 83); THENCE SOUTH 18°57'59" EAST ALONG SAID LINE, 38.94 FEET; THENCE SOUTH 9°12'26" EAST ALONG SAID LINE, 311.18 FEET; THENCE SOUTH 15°58'28" WEST ALONG SAID LINE, 83.87 FEET TO THE SOUTH LINE OF THE NORTH ½ OF SAID SOUTHWEST ¼; THENCE NORTH 89°28'54" WEST ALONG SAID SOUTH LINE, 443.22 FEET; THENCE NORTH 13°53'10" WEST ALONG SAID WEST LINE, 408.51 FEET TO THE POINT OF BEGINNING.

SAID PARCEL CONTAINS 185,790 SQUARE FEET OR 4.265 ACRES, MORE OF LESS.

TAX PARCEL ID: 206-02-19-04-027-220
1088 HIDDEN CREEK LANE, PHASE II
CONTAINING 87,008 SQUARE FEET (1.997 ACRES)

WHEREAS, at their February 13, 2018 meeting, the Plan Commission did recommend approval of the CSM.

NOW, THEREFORE, BE IT RESOLVED by the Common Council of the City of Burlington, Racine County, State of Wisconsin, that the attached CSM prepared on September 18, 2017 by Jacob S. Jensen, WLS, is hereby approved.

BE IT FURTHER RESOLVED that the City Clerk record said CSM with the Racine County Register of Deeds and provide a copy of the recorded CSM to the Planning and Development Director, Julie Anderson, of Racine County Planning and Development, located at 14200 Washington Ave., Sturtevant, WI 53177.

Introduced: February 21, 2018
Adopted:

Jeannie Hefty, Mayor

Attest:

Diahnn Halbach, City Clerk

CERTIFIED SURVEY MAP NO. _____

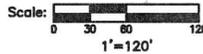
Part of Lot 1 of Certified Survey Map 1999, part of vacated Yahnke Road and Lands located in the Northeast 1/4 and the Northwest 1/4 of the Southwest 1/4 of Section 4, Township 2 North, Range 19 East, City of Burlington, Racine County, State of Wisconsin.



LOCATION SKETCH
NOT TO SCALE

NOTE: THIS CERTIFIED SURVEY MAP CORRECTS AND SUPERSEDES CSM 3037, VOL. 9, PG. 861, DOC. 2296664.

NORTH REFERENCED TO THE W. COUNTY COORDINATE SYSTEM (MACHINE ZONE) NAD 83. THE SURVEY IS BEARING THE NW 1/4 OF SEC. 4, T. 2N, R. 19E, S. 4TH PLANE, 140030'45"W, ALSO W. STATE PLANE SYSTEM SOUTH ZONE AS NOT 57'39"W

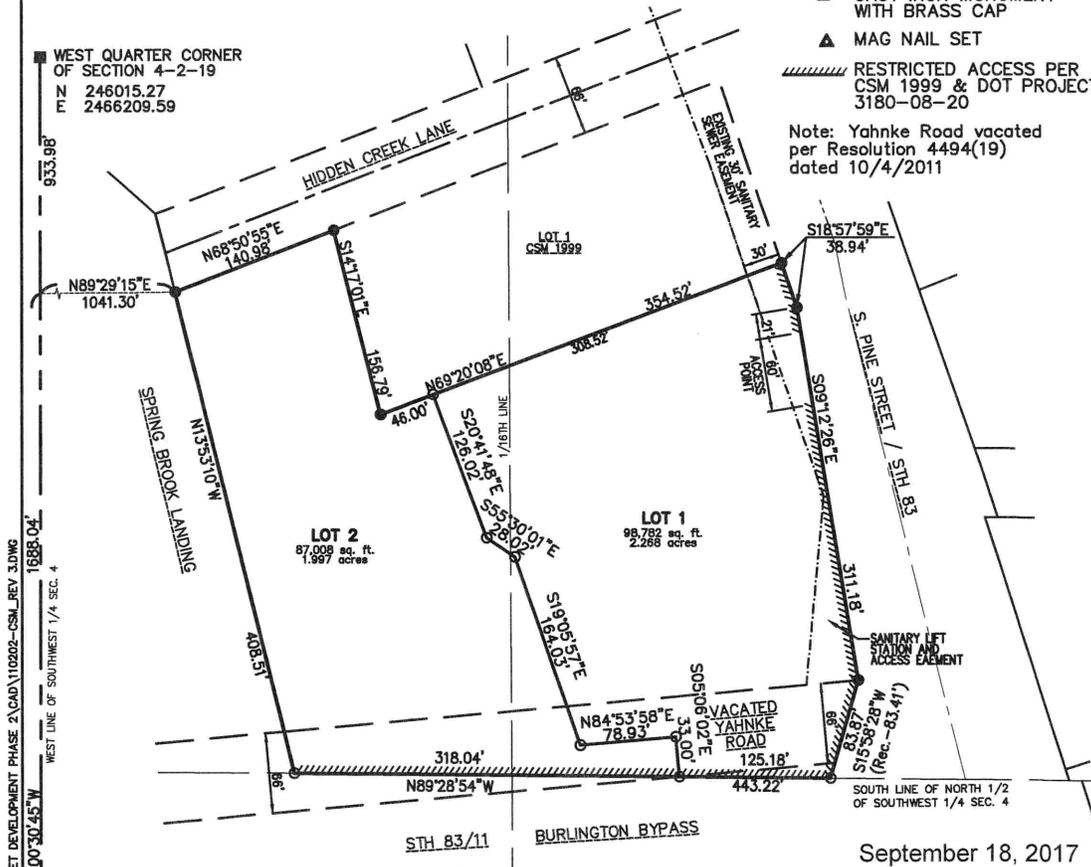


LEGEND

- 5/8" X 18" IRON BAR WEIGHING 1.13 LBS/FT, SET
- 1 5/16" OD IRON PIPE FOUND
- CAST IRON MONUMENT WITH BRASS CAP
- ▲ MAG NAIL SET

////// RESTRICTED ACCESS PER CSM 1999 & DOT PROJECT 3180-08-20

Note: Yahnke Road vacated per Resolution 4494(19) dated 10/4/2011



September 18, 2017

Owner:
Springbrook Townhomes III, LLC
P.O. Box 365
Burlington, WI 53105

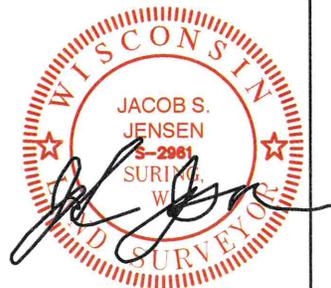
Subdivider:
City of Burlington
300 N. Pine Street
Burlington, WI 53105

Surveyor:
Lynch & Associates
5482 S. Westridge Drive
New Berlin, WI 53151
(262) 402-5040



LYNCH & ASSOCIATES
ENGINEERING CONSULTANTS, LLC
5482 S. WESTRIDGE DRIVE
NEW BERLIN, WI 53151
(262) 402-5040

440 MILWAUKEE AVENUE
BURLINGTON, WI 53185
(262) 248-3697



Survey No. 16-0053
SHEET 1 OF 3 SHEETS

THIS INSTRUMENT DRAFTED BY JACOB S. JENSEN P.L.S. #S-2961

P:\SHARED\1 - PROJECTS\2016\16.0053 PSG - PINE STREET DEVELOPMENT PHASE 2\CAD\102602-CSM_REV 3.DWG
 WEST LINE OF SOUTHWEST 1/4 SEC. 4
 16888.04'
 100°30'45"W
 SOUTHWEST CORNER OF SECTION 4-2-19
 P.Z.N 243394.79
 2466299.31

CERTIFIED SURVEY MAP NO . _____

Part of Lot 1 of Certified Survey Map 1999, part of vacated Yahnke Road and Lands located in the Northeast 1/4 and the Northwest 1/4 of the Southwest 1/4 of Section 4, Township 2 North, Range 19 East, City of Burlington, Racine County, State of Wisconsin.

NOTE: THIS CERTIFIED SURVEY MAP CORRECTS AND SUPERSEDES CSM 3037, VOL. 9, PG. 861, DOC. 2296664.

SURVEYOR'S CERTIFICATE

I, Jacob S. Jensen, Wisconsin Professional Land Surveyor, do hereby certify that at the direction of the City of Burlington. I have surveyed, divided and mapped the land described hereon and that the information shown hereon is a correct representation of all exterior boundaries of the land surveyed and the land divisions thereof made that I have fully complied with the provisions of Chapter 236.34 of the Wisconsin State Statutes and Chapter 278 of the Subdivision Control Ordinance for the City of Burlington, said land being described as follows:

Part of Lot 1 of Certified Survey Map 1999, as recorded in Volume 6, Page 115, as Document 1602466 in the Racine County Register of Deeds Office, that part of vacated Yahnke Road and Lands all located in the Northeast 1/4 and the Northwest 1/4 of the Southwest 1/4 of Section 4, Township 2 North, Range 19 East, City of Burlington, Racine County, Wisconsin, more particularly described as follows;

Commencing at the southwest corner of said Section 4; thence North 00°30'45" West, along the west line of said Southwest 1/4, 1688.04 feet; thence North 89°29'15" East 1041.30 feet to the west line of Lot 1 of said Certified Survey Map 1999 and the point of beginning; thence North 68°50'55" East along the south line of Hidden Creek Lane, 140.98 feet; thence South 14°17'01" East 156.79 feet; thence North 69°20'08" East 354.52 feet to the east line of said Lot 1 and the west line of South Pine Street (STH 83); thence South 18°57'59" East along said line, 38.94 feet; thence South 9°12'26" East along said line, 311.18 feet; thence South 15°58'28" West along said line, 83.87 feet to the south line of the North 1/2 of said Southwest 1/4; thence North 89°28'54" West along said south line, 443.22 feet; thence North 13°53'10" West along said west line, 408.51 feet to the point of beginning.

Said parcel contains 185,790 square feet or 4.265 acres, more or less.

Dated this 18th day of September, 2017.



Jacob S. Jensen P.L.S. S-2961



CITY COUNCIL APPROVAL CERTIFICATE

RESOLVED, THAT THIS CERTIFIED SURVEY MAP, IN THE CITY OF BURLINGTON, WISCONSIN, BE THE SAME, IS HEREBY APPROVED BY THE CITY COUNCIL OF BURLINGTON.

JEANNIE HEFTY, MAYOR

I HEREBY CERTIFY THAT THE FOREGOING IS A TRUE COPY OF A RESOLUTION DULY ADOPTED BY THE CITY COUNCIL OF THE CITY OF BURLINGTON, WISCONSIN, ON THE _____ DAY OF _____, 2017.

DIAHNN HALBACH, CITY CLERK

P:\SHARED\1 - PROJECTS\2016\16.0053 PSG - PINE STREET DEVELOPMENT PHASE 2\CAD\110202-CSM_REV 3.DWG

CERTIFIED SURVEY MAP NO. _____

Part of Lot 1 of Certified Survey Map 1999, part of vacated Yahнке Road and Lands located in the Northeast 1/4 and the Northwest 1/4 of the Southwest 1/4 of Section 4, Township 2 North, Range 19 East, City of Burlington, Racine County, State of Wisconsin.

CORPORATE OWNER'S CERTIFICATE

_____ A WISCONSIN CORPORATION, DULY ORGANIZED AND EXISTING UNDER AND BY VIRTUE OF THE LAWS OF THE STATE OF WISCONSIN, AS OWNER, DOES HEREBY CERTIFY THAT SAID CORPORATION CAUSED THE LAND DESCRIBED ON THIS MAP TO BE SURVEYED, DIVIDED AND MAPPED AS REPRESENTED HEREON THIS CERTIFIED SURVEY MAP IN ACCORDANCE WITH THE REQUIREMENTS OF THE CITY OF BURLINGTON. WE FURTHER CERTIFY THAT THIS MAP IS REQUIRED BY S.236.10 & S.236.12 TO BE SUBMITTED TO THE FOLLOWING AGENCIES FOR APPROVAL OR OBJECTION; CITY OF BURLINGTON.

IN THE PRESENCE OF:

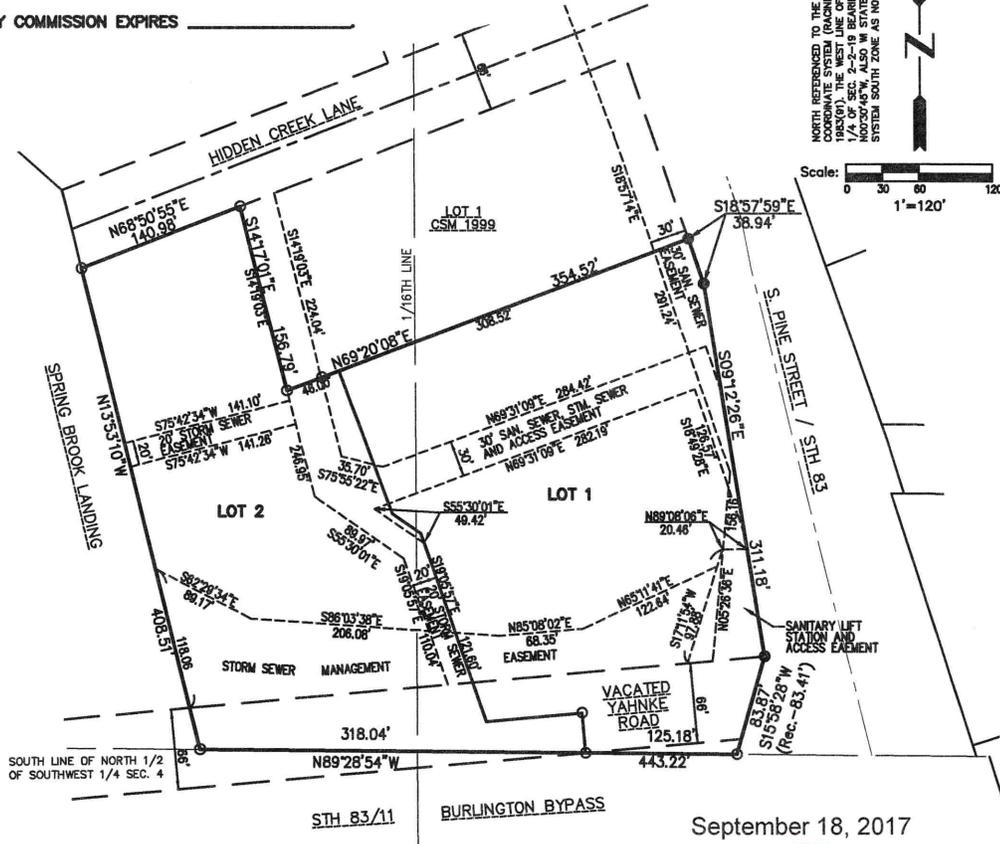
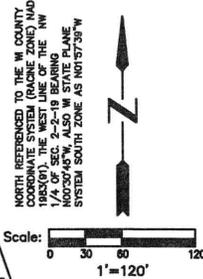
PRESIDENT DATE WITNESS

STATE OF WISCONSIN)
COUNTY OF RACINE) SS

PERSONALLY CAME BEFORE ME THIS _____ DAY OF _____, 2017, _____ AND _____ WITNESS OF THE ABOVE NAMED CORPORATION, KNOWN TO ME TO BE SUCH OFFICERS OF SAID CORPORATION WHO EXECUTED THE FOREGOING CERTIFICATE AND ACKNOWLEDGES THE SAME.

NOTARY PUBLIC _____, WISCONSIN.

MY COMMISSION EXPIRES _____



EXISTING EASEMENTS

LEGEND

- 1 5/16" O.D. x 24" IRON PIPE SET WEIGHING 1.13 LBS/FT
- 1 5/16" OD IRON PIPE FOUND

NOTE: THIS CERTIFIED SURVEY MAP CORRECTS AND SUPERSEDES CSM 3037, VOL. 9, PG. 861, DOC. 2296664.



Survey No. 16-0053
SHEET 3 OF 3 SHEETS

P:\SHARED\PROJECTS\2016\16.0053.P56 - PINE STREET DEVELOPMENT PHASE 2\CAD\110202-CSM_REV 3.DWG



COMMON COUNCIL REGULAR

ITEM NUMBER 13C

DATE: March 6, 2018

SUBJECT: **RESOLUTION 4886(44)** to approve a Letter of Engagement with Ehlers, Inc. to provide Tax Incremental District financing services.

SUBMITTED BY: Carina Walters, City Administrator

BACKGROUND/HISTORY:

On February 13, 2018, the Plan Commission approved the Comprehensive Plan Amendment for the Burlington Office and Manufacturing Park (BMOP) expansion project, with Council consideration at the March 6, 2018 Common Council meeting. As part of the expansion project, which will include commercial, residential and industrial usage, it is the intent of establishing Tax Incremental District No. 6 (TID 6) to assist with funding the initial public improvements and other financial incentives.

Ehlers, Inc., the City’s Municipal Advisor, has been instrumental in assisting the City with the creation, development, financing and management of the City’s TIF Districts. Staff has requested that Ehlers assist with the creation of TID 6 and provide the following scope of services in three phases:

Phase I – Feasibility Analysis

The purpose of Phase I is to determine whether the Project is a statutorily and economically feasible option to achieve the City’s objectives, which includes a feasibility analysis report.

Phase II – Project Plan Development and Approval

This phase includes preparation of the Project Plan, and consideration by the Plan Commission, Common Council, and the Joint Review Board.

Phase III – State Submittal

This phase includes final review of all file documents, preparation of filing forms, and submission of the base year or amendment packet to the Department of Revenue.

With consideration to the importance of this project as well as being able to utilize a well established working relationship to facilitate the project timeline, Staff is recommending authorization to enter into a service contract with Ehlers in the amount of \$14,500. The scope of services/contract can be found as Attachment A in the corresponding resolution.

BUDGET/FISCAL IMPACT:

The projected cost for assistance with the TID 6 creation is \$14,500. The dollars would be paid from the General Fund; however, should a Tax Incremental District (TID) be formed/financed, the Council will need to pass a resolution for reimbursement of TIF dollars to the General Fund.

RECOMMENDATION:

City staff has reviewed and recommends approval of a Letter of Engagement with Ehlers, Inc. in the amount of \$14,500 to provide financial assistance with the creation of TID 6.

TIMING/IMPLEMENTATION:

This item is for discussion at the March 6, 2018 Committee of the Whole meeting and scheduled for final consideration at the Common Council meeting the same night.

Attachments

Resolution 4486(44)

Ehlers, Inc. Letter of Engagement

**A RESOLUTION APPROVING A LETTER OF ENGAGEMENT WITH
EHLERS, INC. TO PROVIDE TAX INCRMENTAL DISTRICT
FINANCING SERVICES**

WHEREAS, the City of Burlington requires professional assistance in the preparation of the amendment and creation of Tax Incremental Districts; and,

WHEREAS, Ehlers, Inc. is a qualified Financial Advisory firm that has been providing tax increment assistance and services to municipalities for over forty years, and;

WHEREAS, Ehlers, Inc. has previously performed these consulting and filing services for the City of Burlington in a satisfactory and timely manner.

WHEREAS, the fee for such services from Ehlers, Inc. will be billed as determined in the attached agreement, attached hereto as Attachment "A".

NOW, THEREFORE, BE IT RESOLVED by the Common Council of the City of Burlington, Racine County and Walworth County, State of Wisconsin approves a Letter of Agreement dated January 29, 2018 from James A. Mann, Senior Municipal Advisor and Director of Ehlers, Inc., for assistance in the preparation of the amendment and creation of Tax Incremental Districts, attached hereto as Attachment "A" in the amount of \$14,500 for the Tax Increment District creation.

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

Introduced: March 6, 2018
Adopted:

Jeannie Hefty, Mayor

Attest:

Diahn C. Halbach, City Clerk

January 29, 2018

Steve DeQuaker, Finance Director/Treasurer
Carina Walters, City Administrator
City of Burlington, Wisconsin
300 N Pine St
Burlington, WI 53105

Re: Written Municipal Advisor Client Disclosure with the City of Burlington (“Client”) for 2018 TID 6
Creation (“Project” Pursuant to MSRB Rule G-42)

Dear Steve and Carina:

As a registered Municipal Advisor, we are required by Municipal Securities Rulemaking Board (MSRB) Rules to provide you with certain written information and disclosures prior to, upon or promptly, after the establishment of a municipal advisory relationship as defined in Securities and Exchange Act Rule 15Ba1-1. To establish our engagement as your Municipal Advisor, we must inform you that:

1. When providing advice, we are required to act in a fiduciary capacity, which includes a duty of loyalty and a duty of care. This means we are required to act solely in your best interest.
2. We have an obligation to fully and fairly disclose to you in writing all material actual or potential conflicts of interest that might impair our ability to render unbiased and competent advice to you. We are providing these and other required disclosures in **Appendix A** attached hereto.
3. As your Municipal Advisor, Ehlers shall provide this advice and service at such fees, as described within **Appendix B** attached hereto.

This documentation and all appendices hereto shall be effective as of its date unless otherwise terminated by either party upon 30 days written notice to the other party.

During the term of our municipal advisory relationship, this writing might be amended or supplemented to reflect any material change or additions.

We look forward to working with you on this Project.

Sincerely,

Ehlers



James A. Mann, CIPMA
Senior Municipal Advisor/Director

¹ This document is intended to satisfy the requirements of MSRB Rule G-42(b) and Rule G-42(c).

Appendix A

Disclosure of Conflicts of Interest/Other Required Information

Actual/Potential Material Conflicts of Interest

Ehlers has no known actual or potential material conflicts of interest that might impair its ability either to render unbiased and competent advice or to fulfill its fiduciary duty to Client.

Other Engagements or Relationships Impairing Ability to Provide Advice

Ehlers is not aware of any other engagement or relationship Ehlers has that might impair Ehlers' ability to either render unbiased and competent advice to or to fulfill its fiduciary duty to Client.

Affiliated Entities

Ehlers offers related services through two affiliates of Ehlers, Bond Trust Service Corporation (BTSC) and Ehlers Investment Partners (EIP). BTSC provides paying agent services while Ehlers Investment Partners (EIP) provides investment related services and bidding agent service. Ehlers and these affiliates do not share fees. If either service is needed in conjunction with an Ehlers municipal advisory engagement, Client will be asked whether or not they wish to retain either affiliate to provide service. If BTSC or EIP are retained to provide service, a separate agreement with that affiliate will be provided for Client's consideration and approval.

Solicitors/Payments Made to Obtain/Retain Client Business

Ehlers does not use solicitors to secure municipal engagements; nor does it make direct or indirect payments to obtain or retain Client business.

Payments from Third Parties

Ehlers does not receive any direct or indirect payments from third parties to enlist Ehlers recommendation to the Client of its services, any municipal securities transaction or any financial product.

Payments/Fee-splitting Arrangements

Ehlers does not share fees with any other parties and any provider of investments or services to the Client. However, within a joint proposal with other professional service providers, Ehlers could be the contracting party or be a subcontractor to the contracting party resulting in a fee splitting arrangement. In such cases, the fee due Ehlers will be identified in a Municipal Advisor writing and no other fees will be paid to Ehlers from any of the other participating professionals in the joint proposal.

Municipal Advisor Registration

Ehlers is registered with the Securities and Exchange Commission (SEC) and Municipal Securities Rulemaking Board (MSRB).

Material Legal or Disciplinary Events

Neither Ehlers nor any of its officers or municipal advisors have been involved in any legal or disciplinary events reported on Form MA or MA-I nor are there any other material legal or disciplinary events to be reported. Ehlers' application for permanent registration as a Municipal Advisor with the (SEC) was granted on July 28, 2014 and contained the information prescribed under Section 15B(a)(2) of the Securities and Exchange Act of 1934 and rules thereunder. It did not list any information on legal or disciplinary disclosures.

Client may access Ehlers' most recent Form MA and each most recent Form MA-I by searching the Securities and Exchange Commission's EDGAR system (currently available at <http://www.sec.gov/edgar/searchedgar/companysearch.html>) and searching under either our Company Name (Ehlers & Associates, Inc.) or by using the currently available "Fast Search" function and entering our CIK number (0001604197).

Ehlers has not made any material changes to Form MA or Form MA-I since that date.

Conflicts Arising from Compensation Contingent on the Size or Closing of Any Transaction

The forms of compensation for municipal advisors vary according to the nature of the engagement and requirements of the client. Compensation contingent on the size of the transaction presents a conflict of interest because the advisor may have an incentive to advise the client to increase the size of the securities issue for the purpose of increasing the advisor's compensation. Compensation contingent on the closing of the transaction presents a conflict because the advisor may have an incentive to recommend unnecessary financings or recommend financings that are disadvantageous to the client. If the transaction is to be delayed or fail to close, an advisor may have an incentive to discourage a full consideration of such facts and circumstances, or to discourage consideration of alternatives that may result in the cancellation of the financing or other transaction.

Any form of compensation due a Municipal Advisor will likely present specific conflict of interests with the Client. If a Client is concerned about the conflict arising from Municipal Advisor compensation contingent on size and/or closing of their transaction, Ehlers is willing to discuss and provide another form of Municipal Advisor compensation. The Client must notify Ehlers in writing of this request within 10 days of receipt of this Municipal Advisor writing.

MSRB Contact Information

The website address of the MSRB is www.msrb.org. Posted on the MSRB website is a municipal advisory client brochure that describes the protections that may be provided by MSRB rules and how to file a complaint with the financial regulatory authorities.

Appendix B Tax Incremental Financing Services

Scope of Service

Client has requested that Ehlers assist Client with the creation of Tax Incremental Finance District 6 (TID 6) (“Project”). Ehlers proposes and agrees to provide the following scope of services:

Phase I – Feasibility Analysis

The purpose of Phase I is to determine whether the Project is a statutorily and economically feasible option to achieve the Client’s objectives. This phase begins upon your authorization of this engagement, and ends on completion and delivery of a feasibility analysis report. As part of Phase I services, Ehlers will:

- Consult with appropriate Client officials to identify the Client’s objectives for the Project.
- Provide feedback as to the appropriateness of using Tax Incremental Financing in the context of the “but for” test.
- If the Project includes creation of or addition of territory to a district, identify preliminary boundaries and gather parcel data from Client. Determine compliance with the following statutory requirements as applicable:
 - Equalized Value test.
 - Purpose test (industrial, mixed use, blighted area, or in need of rehabilitation or conservation).
 - Newly platted residential land use test.
- Prepare feasibility analysis report. The report will include the following information, as applicable:
 - Identification of the type or types of districts that may be created.
 - A description of the type, maximum life, expenditure period and other features corresponding to the type of district proposed.
 - A summary of the development assumptions used with respect to timing of construction and projected values.
 - Projections of tax increment revenue collections to include annual and cumulative present value calculations.
 - Qualification of the district as a donor or recipient of shared increment, and projected impact of any allocations of shared increment.
 - If debt financing is anticipated, a summary of the sizing, structure and timing of proposed debt issues.
 - A cash flow *pro forma* reflecting annual and cumulative district fund balances and projected year of closure.
 - A draft time table for the Project.

- Identification of how the creation date may affect the district's valuation date, the base value, compliance with the equalized value test, and the ability to capture current year construction values and changes in economic value.
- When warranted, evaluate and compare options with respect to boundaries, type of district, project costs and development levels.
- Ehlers will provide guidance on district design within statutory limits to creatively achieve as many of the Client's objectives as possible, and will provide liaison with State Department of Revenue as needed in the technical evaluation of options.
- Present the results of the feasibility analysis to the Client's staff, Plan Commission or governing body.

Phase II – Project Plan Development and Approval

If the Client elects to proceed following completion of the feasibility analysis, the Project will move to Phase II. This phase includes preparation of the Project Plan, and consideration by the Plan Commission¹, governing body, and the Joint Review Board. This phase begins after receiving notification from the Client to proceed, and ends after the Joint Review Board takes action on the Project. As part of Phase II services, Ehlers will:

- Based on the goals and objectives identified in Phase I, prepare a draft Project Plan that includes all statutorily required components.
- We will coordinate with your staff, engineer, planner or other designated party to obtain a map of the proposed boundaries of the district, a map showing existing uses and conditions of real property within the district, and a map showing proposed improvements and uses in the district.
- Submit to the Client an electronic version of the draft Project Plan for initial review and comment.
- Coordinate with Client staff to confirm dates and times for the meetings indicated within the following table. Ehlers will ensure that selected dates meet all statutory timing requirements, and will provide documentation and notices as indicated.

Meeting	Ehlers Responsibility	Client Responsibility
Initial Joint Review Board	<p>Prepare Notice of Meeting and transmit to Client's designated paper.</p> <p>Mail meeting notice, informational materials, and draft Project Plan to overlapping taxing jurisdictions.</p> <p>Provide agenda language to Client.</p> <p>Attend meeting to present draft Project Plan.</p>	<p>Post or publish agenda and provide notification as required by the Wisconsin Open Records Law.</p> <p>Prepare meeting minutes.</p> <p>Designate Client Joint Review Board representative.</p> <p>Identify and recommend Public Joint Review Board representative for appointment.</p>
Plan Commission Public Hearing	<p>Prepare Notice of Public Hearing and transmit to Client's designated paper.</p>	<p>Post or publish agenda and provide notification as required by the Wisconsin Open Records Law.</p>
Plan Commission	<p>Provide agenda language to Client.</p> <p>Attend meeting to present draft Project Plan.</p> <p>Provide approval resolution for Plan Commission consideration.</p>	<p>Post or publish agenda and provide notification as required by the Wisconsin Open Records Law.</p> <p>Distribute Project Plan & resolution to Plan Commission members in advance of meeting.</p> <p>Prepare meeting minutes.</p>
Governing Body Action	<p>Provide agenda language to Client.</p> <p>Attend meeting to present draft Project Plan.</p> <p>Provide approval resolution for governing body consideration.</p>	<p>Post or publish agenda and provide notification as required by the Wisconsin Open Records Law.</p> <p>Provide Project Plan & resolution to governing body members in advance of meeting.</p> <p>Prepare meeting minutes.</p>
Joint Review Board Action	<p>Mail meeting notice and copy of final Project Plan to overlapping taxing jurisdictions.</p> <p>Prepare Notice of Meeting and transmit to Client's designated paper.</p> <p>Provide agenda language to Client.</p> <p>Attend meeting to present final Project Plan.</p> <p>Provide approval resolution for Joint Review Board consideration.</p>	<p>Post or publish agenda and provide notification as required by the Wisconsin Open Records Law.</p> <p>Prepare meeting minutes.</p>

- Throughout the meeting process, provide drafts of the Project Plan and related documents in sufficient quantity for the Client's staff, Plan Commission, governing body and Joint Review Board members.

- Provide advice and updated analysis on the impact of any changes made to the Project Plan throughout the approval process.

Phase III – State Submittal

This phase includes final review of all file documents, preparation of filing forms, and submission of the base year or amendment packet to the Department of Revenue. This phase begins following approval of the district by the Joint Review Board, and ends with the submission of the base year or amendment packet. As part of Phase III services, Ehlers will:

- Assemble and submit to the Department of Revenue the required base year or amendment packet to include a final Project Plan document containing all required elements and information.
- Provide the Client with an electronic copy of the final Project Plan (and up to 15 bound hard copies if desired).
- Provide the municipal Clerk with a complete electronic and/or hard copy transcript of all materials as submitted to the Department of Revenue for certification.
- Act as a liaison between the Client and the Department of Revenue during the certification process in the event any questions or discrepancies arise.

Compensation

In return for the services set forth in the “Scope of Service,” Client agrees to compensate Ehlers as follows:

Phase I	\$ 5,700
Phase II	\$ 7,300
Phase III	\$ 1,500
Total	\$ 14,500

Payment for Services

For all compensation due to Ehlers, Ehlers will invoice Client for the amount due at the completion of each Phase. Our fees include our normal travel, printing, computer services, and mail/delivery charges. The invoice is due and payable upon receipt by the Client.

Client Responsibility

The following expenses are not included in our Scope of Services, and are the responsibility of Client to pay directly:

- Services rendered by Client’s engineers, planners, surveyors, appraisers, assessors, attorneys, auditors and others that may be called on by Client to provide information related to completion of the Project.
- Preparation of maps necessary for inclusion in the Project Plan.

- Preparation of maps necessary for inclusion in the base year or amendment packet.
- Publication charge for the Notice of Public Hearing and Notices of Joint Review Board meetings.
- Legal opinion advising that Project Plan contains all required elements. (Normally provided by municipal attorney).
- Preparation of District metes & bounds description. (Needed in Phase III for creation of new districts, or amendments that add or subtract territory).
- Department of Revenue filing fee and annual administrative fees. The current Department of Revenue fee structure is:

Current Wisconsin Department of Revenue Fee Schedules	
Base Year Packet	\$1,000
Amendment Packet with Territory Addition	\$1,000
Amendment Packet with Territory Subtraction	\$1,000
Base Value Redetermination	\$1,000
Amendment Packet	No Charge
Annual Administrative Fee	\$150



COMMON COUNCIL REGULAR

ITEM NUMBER 13D

DATE: March 6, 2018

SUBJECT: **RESOLUTION 4889(47)** to approve the purchase of pump removal and installation, pipe repair, and variable frequency drive (VFD) and installation at Well 7 from CTW for the not-to-exceed price of \$23,550.

SUBMITTED BY: Peter Riggs, Director of Public Works

BACKGROUND/HISTORY:

Through careful monitoring of pump effectiveness and electrical consumption, Water Utility staff discovered an issue with the pump at Well #7. Since the flood there has been a marked decrease in pump efficiency. This has resulted in increased electrical costs per gallon of water pumped. Well #7 was under a heavy load during the flood which has led to this decrease in efficiency.

To resolve the issue we need to take Well #7 and the Origen Street Water Tower out of service, pull the inefficient pump, and replace it with a pump already owned by the Utility.

While the well and tower are out of service, it would be an opportune time to replace the motor starter with a variable frequency drive (VFD). The Utility has been steadily replacing motor starters with VFDs as they are more efficient and yield considerable reductions in electric consumption. VFDs are also eligible for Focus on Energy grant funding.

This project is time sensitive as Well #7 and the Origen Street Water Tower are important assets in our water system. Winter is a low usage period when taking these assets out of service will result in the least amount of impact on the system.

BUDGET/FISCAL IMPACT:

We received quotes from three responsible providers. The lowest responsible cost for the project is \$23,550 from CTW. Additional detail can be found in the attached quote submittals. The project has two separate components and corresponding appropriate sources of funding. The \$9,300 pump replacement expense is directly related to wear and tear experienced while under heavy use during the flood. This portion of the project should be paid with dollars borrowed for flood related expenses. The VFD purchase and installation will cost \$14,250. This expense is not related to the flood but is a proactive upgrade to the system that can happen while the well is out of service for the pump replacement. The cost of the VFD purchase and installation will be funded by the Water Utility Capital account. The cost of the VFD will be defrayed with a \$7,125 Focus on Energy grant. In addition, the VFD is expected to decrease electric usage resulting in ongoing operational cost savings. These savings are estimated to be 5% of current electrical consumption, approximately \$2,951.20 per year. The \$7,125 net cost of the VFD will be paid back in 2.4 years through reduced electrical consumption. The VFD has an expected useful life of 20 years, resulting in a savings of \$51,899 over its useful life.

RECOMMENDATION:

This project is necessary to correct inefficient pumpage resulting from the increased usage during the flood. In coordination with the required shut down of the well and tower, we can install a VFD. The VFD will yield annual cost savings by reducing electrical consumption and has an expected payback period of 2.4 years. Staff recommends authorizing the expenditure of funds not to exceed \$23,550 for CTW to perform pump replacement, purchase and installation of a VFD at Well #7.

TIMING/IMPLEMENTATION:

This item is presented for discussion at the March 6, 2018 Committee of the Whole and, due to timing constraints, is also scheduled for consideration at the same evening Common Council meeting.

Attachments

Resolution 4888(46)

Quotes for Well 7 Pump and VFD

**A RESOLUTION APPROVING THE PURCHASE OF PUMP REMOVAL AND
INSTALLATION, PIPE REPAIR, AND VARIABLE FREQUENCY DRIVE (VFD) AND
INSTALLATION AT WELL NUMBER SEVEN FROM CTW FOR A NOT-TO-EXCEED PRICE
OF \$23,550**

WHEREAS, on June 1, 2004 the Common Council did approve Resolution 3812(18), a Resolution Adopting a Purchasing Policy for the City of Burlington and on May 16, 2006 approved Resolution 4015(3), updating such Purchase Policy; and,

WHEREAS, the Purchasing Policy requires that all non-construction related Budget Items requiring expenditures of \$15,000 or more be reviewed and pre-approved by the Common Council; and,

WHEREAS, the Council may direct, at its discretion, that the item is to be bid in the same manner as construction contracts, or that it is to be combined with or included in another governmental bid, but shall not be required to do so; and,

WHEREAS, the Water Utility has determined the pump at Well #7 has lost efficiency due to increased usage during the flood of 2017 which has resulted in increased operational expenses; and,

WHEREAS, Variable Frequency Drives have demonstrated reductions in operational expenses in similar applications and can be installed during the same downtime as the pump replacement activities; and,

WHEREAS, the reduction of operational costs are a goal for the Water Utility, the Department of Public Works and the City of Burlington; and,

WHEREAS, the Department of Public Works requested proposals for the pump removal and installation, pipe repair, and VFD purchase and installation; and,

WHEREAS, the purchase of pump removal and installation, pipe repair, and VFD purchase and installation from CTW for the not-to-exceed amount of \$23,550 has been recommended by the Water Utility Foreman and Director of Public Works.

NOW, THEREFORE, BE IT RESOLVED that the Common Council of the City of Burlington that the purchase of the aforementioned pumps is hereby approved for the total amount of \$23,550.

Introduced: March 6, 2018
Adopted:

Jeannie Hefty, Mayor

Attest:

Diahn Halbach, City Clerk



The Cahoy Group

Well And Pump Service
Municipal • Industrial • Environmental

Cahoy Pump Service

Great Lakes Water Resources Group
(an affiliate)

February 22, 2018

City of Burlington Water Utility
2200 South Pine Street
Burlington, WI 53105

Attn: Mr. Glenn Harjes, Utility Foreman
RE : Well No. 7

Greetings Glenn:

We are pleased to provide you with the following proposal for your review and consideration:

#	DESCRIPTION	U	Q	UNIT PRICE	TOTAL PRICE
1	Mobilize to site, conduct vibration test, conduct flow test through system, remove pumping equipment, & conduct field inspection of pumping equipment with Owner's Representative present	LS	1	xxxxxx	\$ 6,275.00
2	Load bowl assembly, shafting, and discharge head, transport to shop, teardown, measure, inspection, and provide report	LS	1	xxxxxx	\$ 1,495.00
3	Return to site, disinfect with granular chlorine, install pumping equipment, conduct flow test / pump-to-waste through hydrant, provide startup service, & clean wellhouse / jobsite	LS	1	xxxxxx	\$ 8,180.00
	ESTIMATED BASE COST	xx	x	xxxxxx	\$ 15,950.00

NOTES:

- Proposal is based on column & shaft coming unscrewed under normal pump pulling circumstances.
- In order to reduce cost, Owner is responsible for taking BacT tests. Please add \$ 650.00 if you wish to have Cahoy obtain two (2) BacT samples.
- Item No. 3 includes new toro airline to 510' and new graphite packing.

Glenn, we sincerely appreciate the opportunity to provide you with this proposal. Please feel free to contact me if you have any questions or wish to have us proceed with scheduling the work.

Sincerely,

Larry Kuecker
Regional Manager

Prepared by,

Darin J Cahoy
Darin J. Cahoy
Chief Executive Officer

Corporate Office:
24568 150th Street • Suite 200
Sumner, Iowa 50674
(563) 578-1130

Great Lakes Water Resources Group
1127 Plainfield Road
Joliet, Illinois 60435
(815) 726-2720

Cahoy - West
200 Grant Street
Marne, Iowa 51552
(712) 781-2030

Cahoy - Illinois North
202 W. Howard
Durand, Illinois 61024
(800)552-5341

STANDARD TERMS AND CONDITIONS

Unless specified otherwise in the proposal, the following terms and conditions apply:

- Proposal is valid for 30 days.
- Prices specified herein do not include federal, state, municipal, use, excise, or other taxes. Therefore, any applicable tax to materials or equipment shall be paid by the Purchaser at the time of invoices(s) as an extra, or in lieu thereof, Purchaser shall provide to CPS tax exemption certificates acceptable to said taxing authorities prior to the ordering of materials and equipment.
- Except for Lump Sum items, the Proposal is an estimate only. The final invoice will be determined by the actual quantities used – be it more or less.
- Unforeseen replacement parts will be invoiced at the rate of cost x 1.78. Any and all replacement parts must be approved by owner prior to ordering.
- Monthly Progress Pay Requests will be submitted to owner. All invoices and due and payable within 30 days of invoice date. All accounts past thirty days accrue interest at the rate of 1.5% per month (18% APR) unless prior arrangements are made and approved by Cahoy Pump Service (CPS).
- Jobsite must be accessible with heavy, rubber-tired vehicles and equipment. Any additional costs incurred by CPS will be passed on to the owner.
- While CPS will take reasonable steps to minimize damage to ground and surrounding areas, Cahoy is not responsible for final grading, seeding, ect. if necessary.
- Standby time will be invoiced at the rate of \$ 225.00 per man-hour plus any applicable Per Diems involved.
- CPS does not, in any way, guarantee the water quality or quantity produced in any well. Well rehabilitation is not an exact science and, in some instances, may render the well useless. Positive BacT results may result in the Owner paying CPS to return to the jobsite to disinfect the well, pumping equipment, and possibly the discharge line(s).
- CPS will furnish owner a copy of all Daily Log sheets and Expense Reports upon request from owner.
- CPS will furnish owner a copy of Insurance Certificate to owner upon request.
- All materials furnished and installed by CPS holds a one (1) year warranty from date of installation. CPS warrants that its services will be performed in conformity with the standard of care in effect in its industry at the time of performance of such services. CPS agrees to the extent it is permitted to pass on any warranties provided by the manufacturer of materials and/or equipment furnished under this contract. CPS itself provides no warranty, express, implied, or otherwise, on any such materials or equipment. CPS will not be responsible for work done materials or equipment furnish or repairs or alterations made by others.
- Warranty is only valid if account is paid in full.
- CPS shall not be liable for any bodily injury, death, or injury to or destruction of tangible property except as the same may have been caused by the negligence of CPS. In no event shall CPS be liable for any delays or special, indirect, incidental or consequential damages. Purchaser agrees that the total limit of CPSs' liability (whether based on negligence, warranty, strict liability or otherwise) hereunder, shall not exceed the aggregate amount due CPS for services rendered under this contract. All claims, including claims for negligence or any other cause whatsoever, shall be deemed waived unless made in writing and received by CPS within one (1) year after CPSs' completion of work hereunder.
- All materials are priced F.O.B. origin.
- In the event a lost circulation zone or a cobble zone is encountered the owner will be invoiced for any additional costs for materials and labor required to remedy the lost circulation zone / cobble zone. CPS reserves the sole right to determine if these conditions exist without input or agreement from owner or owners' representative(s).

APPROVED BY:


Cahoy Pump Service

DATE:

2/22/18

I/we accept these conditions and direct GLWRG to proceed with the work as described in the above proposal. I/we understand that payment in full is due within 30 days of invoice date unless prior arrangement have been made. I/we also understand that all past due account accrue interest an at annual rate of 18%.

ACCEPTED BY: _____

Owner

DATE: _____

SIGNATURE: _____

TITLE: _____



Well Drilling · Geothermal · Environmental

GROUND SOURCE

formerly Bill Van De Yacht Water Well

Estimate

3671 Monroe Road
De Pere, WI 54115

Date	Estimate #
2/15/18	2018-2918

Name / Address
City of Burlington Attn: Glenn Harjes PO Box 477 Burlington, WI 53105

Description	Terms		Project
	Qty	Cost	Total
Project: Burlington Deep Well #7 Turbine Pump			
Part 1 Service and Inspect Project Coordination/Mobilization Perform on-site vibration/ performance testing with data report. Remove turbine pump, set at 510'. Complete evaluation of the removed components. Make recommendation of repairs and parts to be replaced. Disinfect, startup and flush pump. Obtain safe water sample.	1	11,500.00	11,500.00
Part 2 VFD Installation Remove existing controller. Install new specified Control Parts and VFD. Include programming and adjustments for operation of pump.	1	15,500.00	15,500.00
Please call with questions.	Subtotal		\$27,000.00
If you agree with the terms and conditions on page two and would like to schedule, please sign and return.	Sales Tax (5.5%)		\$0.00
Steel Prices are guaranteed for 15 days from estimate date. Fuel surcharges may apply Frost Charges extra.	Total		\$27,000.00

Signature _____

Phone #	Fax #	E-mail	Web Site
920-336-3659	920-336-5935	tom@groundsourcewi.com	groundsourcewi.com



CITY OF BURLINGTON

Department of Public Works
Burlington Water Utility
2200 S. Pine Street, P. O. Box 477
Burlington, WI 53105
(262) 342-1173 - (262) 539-3773 fax
www.burlington-wi.gov

City of Burlington, Well #7 Deep Well Turbine Pump

Work Scope

Part 1 Pump Inspection/Serviceing

1. Prior to pump removal, conduct on-site performance and vibration testing. Provide short report of findings to owner prior to commencing with pump servicing
2. Provide all travel, labor and equipment to disconnect and remove deep well turbine pump set to 510'.
3. Upon completion of the removal, conduct evaluation of all removed components with recommendations required to return to service.
4. Provide all travel, labor and equipment to disinfect the well & pump components, install-adjust-start up-flush the deep well turbine pump, obtain SAFE water test prior to introducing into system.

Part 1 TOTAL COST \$ 9,300⁰⁰/₂₂

Part 2 VFD Installation

Remove existing soft start controller, provide and install new Mitsubishi Auto-tuned Flux Vector VFD, including output reactor, remote keypad, DC link choke, and extra fans. Includes all programming and adjustments to provide for smooth start/stop operation of well pump.

Part 2 TOTAL COST \$ 14,250⁰⁰/₂₂

Tim DeMarco P.E.
2/15/2018



DATE: March 6, 2018

SUBJECT: ORDINANCE 2032(9) to approve amending the Racine County Multi-Jurisdictional Comprehensive Plan 2035 for property located at 100 and 124 S. Dodge Street.

SUBMITTED BY: Gregory Guidry, Building Inspector

BACKGROUND/HISTORY:

The Racine County Multi-Jurisdictional Comprehensive Plan was implemented by state statute on January 1, 2010. Upon review of a rezone request from Casey's Marketing Company to rezone property at 100 and 124 S. Dodge Street, it was determined a plan amendment was also required. Per the Comprehensive Plan, 100 and 124 S. Dodge Street is listed as "Industrial" and would not be consistent with the requested zoning change from B-1, Neighborhood Business District and M-1, Light Manufacturing District to B-2, Central Business District. As such, an amendment from "Industrial" to "Commercial" is necessary to be compliant.

The process of a Comprehensive Plan Amendment begins with a Plan Commission recommendation. A Public Hearing will be held at the Common Council meeting. After the Public Hearing the Common Council will consider the amendment and make it part of permanent record if approved. Racine County will amend the land use plan yearly with any updates or amendments.

BUDGET/FISCAL IMPACT:

N/A

RECOMMENDATION:

Plan Commission and City Staff recommend approval of this Multi-Jurisdiction Comprehensive Plan Amendment.

TIMING/IMPLEMENTATION:

This item was discussed at the February 21, 2018 Committee of the Whole meeting, with a Public Hearing scheduled the same evening and is scheduled for final consideration at the March 6, 2018 Common Council meeting.

Attachments

Ord 2032(9)

**ORDINANCE AMENDING THE RACINE COUNTY MULTI-JURISDICTION
COMPREHENSIVE PLAN FOR THE CITY OF BURLINGTON, WISCONSIN FOR
100 AND 124 S. DODGE STREET**

The City Common Council of the City of Burlington, Wisconsin, do ordain as follows:

Section 1. On July 21, 2009, the City of Burlington adopted, as Ordinance No. 1890(11) a comprehensive plan (the "Plan") pursuant to the provisions of Sections 62.23(3)(b) and 66.1001 of the Wisconsin Statutes, such Plan being formally titled "A Multi-Jurisdictional Comprehensive Plan for the City of Burlington, Wisconsin."

Section 2. Sections 62.23(3)(b) and 66.1001(4) of the Wisconsin Statutes allows the Plan to be amended, from time to time, by the City of Burlington under and pursuant to the provisions and procedures contained in such Sections 62.23(3)(b) and 66.1001(4).

Section 3. The City of Burlington wishes to so amend the Plan as expressly described below (the "Plan Amendment") and the procedures specified on Sections 62.23(3)(b) and 66.1001(4) of the Wisconsin Statutes for the Plan Amendment have been fully complied with by the City of Burlington.

Section 4. The Plan Amendment pertains to the real property (the "Real Property") located in the City of Burlington and which is more specifically described in attached Exhibit A, such Exhibit A being hereby incorporated herein by reference.

Section 5. The Common Council held a public hearing on said amendment on January 16, 2018 and which public hearing was properly noticed by a Class 1 notice under Chapter 985 of the Wisconsin Statutes and was duly published at least thirty (30) days before the public hearing was held.

Section 6. The City of Burlington Common Council hereby finds and determines based, in part, upon the City Plan Commission's recommendation and Plan Commission Resolution Number Twenty-Four dated January 9, 2018 that:

- a) The Comprehensive Plan Amendment is consistent with the goals, objectives, and policies of the Plan.
- b) The Plan Amendment will not lead to any detrimental environmental effects.
- c) The Plan Amendment is compatible with surrounding land uses.
- d) The Comprehensive Plan Amendment will not overburden existing local and county facilities and services and such facilities and services are adequate to serve the type of development associated with the Plan Amendment.
- e) The Comprehensive Plan Amendment will enhance economic development within the City and County.
- f) The Comprehensive Plan Amendment is in substantial agreement with the recommendations of the regional land use plan.

Section 7. The Comprehensive Plan is accordingly hereby amended by the adoption of the following Plan Amendment: “Real Property (described in attached Exhibit A) be changed from its current land use designation of “Industrial” in the Plan to the new land use designation of “Commercial” in the Land Use Plan Element and Land Use Plan Map for the year 2035 of the City's Comprehensive Plan.

Section 8. This ordinance shall take effect upon passage by a majority vote of the members-elect of the City of Burlington Common Council and publication or posting as required by law.

Introduced: February 20, 2018

Adopted: _____, 2018

Jeannie Hefty, Mayor

Attest:

Diahn Halbach, City Clerk

EXHIBIT A

Legal Description

206-03-19-32-402-702 and 206 03-19-32-402-701
100 S. Dodge Street and 124 S. Dodge Street

LEGAL DESCRIPTION AS CONTAINED IN TITLE COMMITMENT ISSUED BY FIRST AMERICAN TITLE INSURANCE COMPANY; COMMITMENT NO. 76170

Parcel A:

Lot 2 of Certified Survey Map No. 1178, Recorded November 10, 1986 in the office of the Register of Deeds for Racine County, Wisconsin in Volume 3 of Certified Survey Maps, Pages 453-454, as Document No. 1210923, being Block 66 and Southerly 1/2 of Vacated East State Street of the Original Plat of Burlington, as recorded in the office of the Register of Deeds for Racine County, Excepting the Easterly 27 feet thereof, being part of the South 1/2 of the Northeast 1/4 of Section 32, Township 3 North, Range 19 East, of the 4th P.M. Said land being in the City of Burlington, County of Racine, and State of Wisconsin.

Parcel B:

Perpetual Easement for Ingress and Egress, identified as Easement # 1 in Reciprocal Easement Agreement recorded December 1, 1986 in Volume 1833 of Records, Page 565 as Document No. 1212693.

LEGAL DESCRIPTION AS CONTAINED IN TITLE COMMITMENT ISSUED BY FIRST AMERICAN TITLE INSURANCE COMPANY; COMMITMENT NO. 76171

Lot 1 of Certified Survey Map No. 1178 in Volume 3 Pages 453-454, as recorded in the office of the Register of Deeds for Racine County, Wisconsin on November 10, 1986 as Document No. 1210923, being a part of Lots 5, 6, 7, and 8, Block 66, Original Plat of Burlington according to the recorded plat thereof. Said land being in the City of Burlington, County of Racine, and State of Wisconsin.

ALSO DESCRIBED AS:

All of Lots 1 and 2 as designated upon C.S.M. No. 1178, recorded November 10, 1986 in Volume 3 of Certified Survey Maps on Pages 453 & 454 in the Register's Office of Racine County, Wisconsin, said C.S.M. being in part of the South Half of the Northeast Quarter of Section 32, Township 3 North, Range 19 East of the Fourth Principal Meridian, more particularly described as follows:

Beginning at the Southwest corner of said Lot 1 of said C.S.M. No. 1178, said point being the intersection of the Northerly line of a public road designated Dodge Street with the Northerly line of a public road designated Adams Street; thence North 26 degrees 04 minutes 56 seconds West along the Westerly line of said Lots 1 & 2 of said C.S.M. No. 1178 and the Northerly line of said Dodge Street, a distance of 298.64 feet to the Northwesterly most corner of said Lot 2 of said C.S.M. No. 1178; thence North 63 degrees 38 minutes 14 seconds East along the Northerly line of said Lot 2 of said C.S.M. No. 1178, a distance of 238.24 feet to the Northeasterly most corner thereof; thence South 26 degrees 35 minutes 05 seconds East along the Easterly line of said Lot 2 of said C.S.M. No. 1178, a distance of 298.64 feet to the Southeasterly most corner thereof, said point also being in the Northerly line of said Adams Street; thence South 63 degrees 38 minutes 14 seconds West along the Southerly line of said Lots 1 & 2 of said C.S.M. 1178 and the Northerly line of said Adams Street, a distance of 240.86 feet to the Point of Beginning, containing 71,540 square feet, 1.642 acres, more or less, all being situated in the City of Burlington, County of Racine and the State of Wisconsin.



COMMON COUNCIL REGULAR

ITEM NUMBER 14B

DATE: March 6, 2018

SUBJECT: ORDINANCE 2033(10) to approve amending the Racine County Multi-Jurisdictional Comprehensive Plan 2035 to incorporate the Burlington Area Manufacturing & Office Park (BMOP) expansion in the City of Burlington, Wisconsin.

SUBMITTED BY: Megan Watkins, Director of Administrative Services

BACKGROUND/HISTORY:

The development and adoption of a conceptual master plan for the Burlington Manufacturing and Office Park (BMOP) will advance the City of Burlington's coordinated growth strategy. Core tenets of this strategy include the efficient expansion of utilities and infrastructure, the provision of quality and affordable housing, the creation of family supporting jobs, the preservation of natural resources, and the expansion of the property tax base. As the BMOP is a successful business park and demand for industrial and manufacturing land continues to grow in Racine County, the City of Burlington can position itself to satisfy this demand through the BMOP expansion with attendant commercial and residential development in the surrounding area.

The Racine County Multi-Jurisdictional Comprehensive Plan was implemented by state statute on January 1, 2010. Upon review of an expansion request from the City of Burlington to expand the Burlington Area Manufacturing and Office Park, it was determined a plan amendment was also required. Per the Comprehensive Plan, that the Real Property in the Burlington Area Manufacturing and Office Park expansion be incorporated in the 2035 Multi-Jurisdictional Comprehensive Plan to be compliant.

The process of a Comprehensive Plan Amendment begins with a Plan Commission recommendation. A Public Hearing will be held at the Common Council meeting. After the Public Hearing the Common Council will consider the amendment and make it part of permanent record if approved. Racine County will amend the land use plan yearly with any updates or amendments.

Plan Commission recommended approval of this amendment as Resolution 25 at their February 13, 2018 meeting.

BUDGET/FISCAL IMPACT:

N/A

RECOMMENDATION:

The Plan Commission and City Staff recommend approval of this amendment to the Racine County Multi-Jurisdictional Comprehensive Plan as it is a valuable resource for the community.

TIMING/IMPLEMENTATION:

This item was discussed at the February 21, 2018 Committee of the Whole meeting, scheduled for a Public Hearing the same night and for final consideration at the March 6, 2018 Common Council meeting.

Attachments

Ord 2033(10)

ORDINANCE AMENDING THE RACINE COUNTY MULTI-JURISDICTIONAL COMPREHENSIVE PLAN 2035 TO INCORPORATE THE BURLINGTON AREA MANUFACTURING & OFFICE PARK EXPANSION IN THE CITY OF BURLINGTON, WISCONSIN

The City Common Council of the City of Burlington, Wisconsin, do ordain as follows:

Section 1. On July 21, 2009, the City of Burlington adopted, as Ordinance No. 1890(11) a comprehensive plan (the “Plan”) pursuant to the provisions of Sections 62.23(3)(b) and 66.1001 of the Wisconsin Statutes, such Plan being formally titled “A Multi-Jurisdictional Comprehensive Plan for the City of Burlington, Wisconsin.”

Section 2. Sections 62.23(3)(b) and 66.1001(4) of the Wisconsin Statutes allows the Plan to be amended, from time to time, by the City of Burlington under and pursuant to the provisions and procedures contained in such Sections 62.23(3)(b) and 66.1001(4).

Section 3. The City of Burlington wishes to so amend the Plan as expressly described below (the “Plan Amendment”) and the procedures specified on Sections 62.23(3)(b) and 66.1001(4) of the Wisconsin Statutes for the Plan Amendment have been fully complied with by the City of Burlington.

Section 4. The Plan Amendment pertains to the real property (the “Real Property”) located in the City of Burlington and which is more specifically described in attached Exhibit A, such Exhibit A being hereby incorporated herein by reference.

Section 5. The Common Council held a public hearing on said amendment on _____, 2018 and which public hearing was properly noticed by a Class 1 notice under Chapter 985 of the Wisconsin Statutes and was duly published at least thirty (30) days before the public hearing was held.

Section 6. The City of Burlington Common Council hereby finds and determines based, in part, upon the City Plan Commission's recommendation and Plan Commission Resolution Number Twenty-Five dated February 13, 2018 that:

- a) The Comprehensive Plan Amendment is consistent with the goals, objectives, and policies of the Plan.
- b) The Plan Amendment will not lead to any detrimental environmental effects.
- c) The Plan Amendment is compatible with surrounding land uses.
- d) The Comprehensive Plan Amendment will not overburden existing local and county facilities and services and such facilities and services are adequate to serve the type of development associated with the Plan Amendment.
- e) The Comprehensive Plan Amendment will enhance economic development within the City and County.
- f) The Comprehensive Plan Amendment is in substantial agreement with the recommendations of the regional land use plan.

Section 7. The 2035 Multi-Jurisdictional Comprehensive Plan for the City of Burlington, Wisconsin is accordingly hereby amended by the incorporation of the Real Property (described in attached Exhibit A) pursuant 66.1001(4) of the Wisconsin Statutes.

Section 8. This ordinance shall take effect upon passage by a majority vote of the members-elect of the City of Burlington Common Council and publication or posting as required by law.

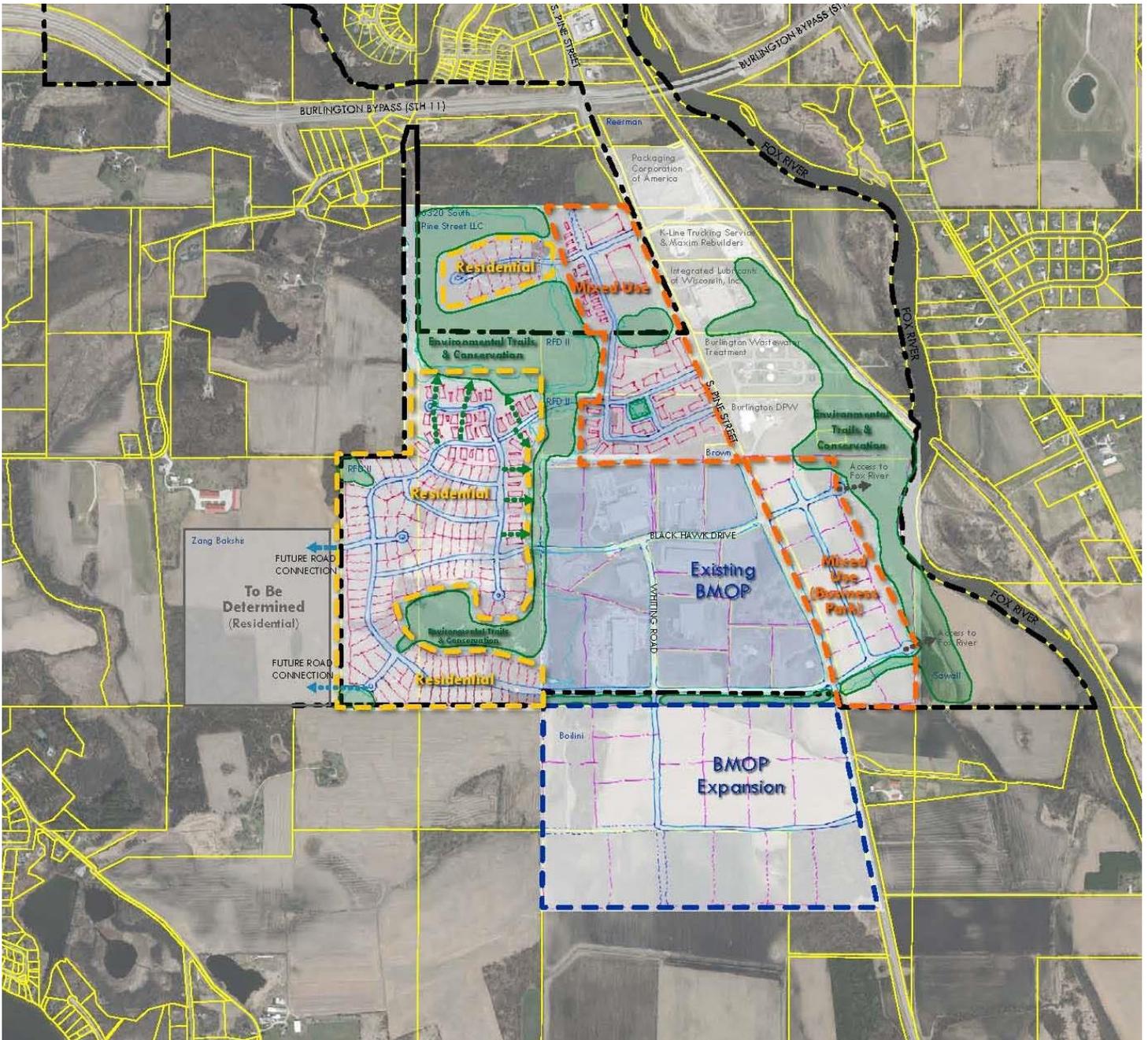
Introduced: February 21, 2018
Adopted: _____, 2018

Jeannie Hefty, Mayor

Attest:

Diahn Halbach, City Clerk

EXHIBIT A



Tax I.D. Numbers:

002-02-19-09-002-000	206-02-19-09-006-000
206-02-19-09-002-010	206-02-19-09-007-101
206-02-19-08-002-000	206-02-19-08-001-000
206-02-19-05-001-010	206-02-19-05-021-010
206-02-19-09-009-000	002-02-19-16-003-000
002-02-19-16-006-000	002-02-19-09-010-000
002-02-19-08-017-000	206-02-19-09-011-000
206-02-19-10-014-000	



COMMON COUNCIL REGULAR

ITEM NUMBER 14C

DATE: March 6, 2018

SUBJECT: ORDINANCE 2034(11) to amend Chapter 274-9B "Snow and Ice Removal" of the Code of the City of Burlington to eliminate notification by the Police Department.

SUBMITTED BY: Peter Riggs, Director of Public Works

BACKGROUND/HISTORY:

Wisconsin Statute 66.0907(5) requires that local governments keep sidewalks free of snow and ice and empowers them to pass along the cost for clearing sidewalks when property owners fail to do so. Chapter 274-9(A) of the City of Burlington Municipal Code requires property owners to remove snow and ice within 18 hours of the end of snowfall. Chapter 274-9(B) outlines the process by which the City may take corrective action on a noncompliant sidewalk and pass along expenses to the property owner.

Chapter 274-9(B) requires the Police Department direct the Department of Public Works to clear a noncompliant sidewalk of snow and ice. In the past, dispatch would field the report of a noncompliant sidewalk and officers would perform the initial inspection. The Police Department would then provide notice for Public Works to take action. Public works would then inspect, issue notice to the property owner by mail, reinspect at the end of the notice deadline, and clear the sidewalk if it were still out of compliance. Any charges incurred for clearing the sidewalk would then be given to the Finance Department to bill the property owner or place as a lien on their property.

With the change in dispatch, the initial report of a noncompliant sidewalk has been moved to clerical staff at the Department of Public Works. By removing the Police Department from the inspection process we eliminate a redundant inspection, free up officer time, and improve the timeline to achieve compliance. The change in the ordinance is necessary to allow for the Department of Public Works to continue to charge for work performed to achieve compliance.

Oversight of noncompliant sidewalk snow removal is a common Public Works function.

BUDGET/FISCAL IMPACT:

This change should have no direct fiscal impact. However, the elimination of the Police Department inspect is assumed to free up some amount of officer time.

RECOMMENDATION:

Staff recommends Common Council amendment of chapter 274-9B to eliminate the requirement of the Police Department in the sidewalk snow removal process.

TIMING/IMPLEMENTATION:

This item was discussed at the February 21, 2018 Committee of the Whole and is scheduled for final consideration at the March 6, 2018 meeting of the Common Council.

Attachments

Ord 2034(11)

Wis Statute Sidewalk Snow Removal

**AN ORDINANCE TO AMEND CHAPTER 274-9B, "SNOW AND ICE REMOVAL" OF
THE CODE OF THE CITY OF BURLINGTON TO ELIMINATE NOTIFICATION BY THE
POLICE DEPARTMENT**

- I. Chapter 274-9B of the Code of the City of Burlington, Racine County, Wisconsin, "Snow and Ice Removal" is hereby amended as follows:
- B. Removal by City. ~~Upon notification by the Police Department,~~ the Department of Public Works shall cause all sidewalks which have not been cleaned or sprinkled in the manner heretofore described to be cleaned or sprinkled upon the default of the person whose duty it shall be to clean or sprinkle the same, and the cost thereof shall be assessed and collected as a special tax against the abutting property.
- II. It is further ordained that the application of this ordinance shall be effective after its passage and publication as required by law.
- III. All other language as contained in Chapter 274 of the Municipal Code of the City of Burlington shall remain without change and in full force and effect.

Introduced: February 21, 2018
Adopted:

Jeannie Hefty, Mayor

Attest:

Diahn Halbach, City Clerk

66.0907 Sidewalks. (1) PART OF STREET; OBSTRUCTIONS. Streets shall provide a right-of-way for vehicular traffic and, where the council requires, a sidewalk on either or both sides of the street. The sidewalk shall be for the use of persons on foot, and no person may encumber the sidewalk with boxes or other material. The sidewalk shall be kept clear for the use of persons on foot.

(2) GRADE. If the grades of sidewalks are not specially fixed by ordinance, the sidewalks shall be laid to the established grade of the street.

(3) CONSTRUCTION AND REPAIR. (a) *Authority of council.* The council may by ordinance or resolution determine where sidewalks shall be constructed and establish the width, determine the material and prescribe the method of construction of standard sidewalks. The standard may be different for different streets. The council may order by ordinance or resolution sidewalks to be laid as provided in this subsection.

(b) *Board of public works.* The board of public works may order any sidewalk which is unsafe, defective or insufficient to be repaired or removed and replaced with a sidewalk in accordance with the standard fixed by the council.

(c) *Notice.* A copy of the ordinance, resolution or order directing the laying, removal, replacement or repair of sidewalks shall be served upon the owner, or an agent, of each lot or parcel of land in front of which the work is ordered. The board of public works, or either the street commissioner or the city engineer if so requested by the council, may serve the notice. Service of the notice may be made by any of the following methods:

1. Personal delivery.
2. Certified or registered mail.
3. Publication in the official newspaper as a class 1 notice, under ch. 985, together with mailing by 1st class mail if the name and mailing address of the owner or an agent can be readily ascertained.

(d) *Default of owner.* If the owner neglects for a period of 20 days after service of notice under par. (c) to lay, remove, replace or repair the sidewalk the city may cause the work to be done at the expense of the owner. All work for the construction of sidewalks shall be let by contract to the lowest responsible bidder except as provided in s. 62.15 (1).

(e) *Minor repairs.* If the cost of repairs of any sidewalk in front of any lot or parcel of land does not exceed the sum of \$100, the board of public works, street commissioner or city engineer, if so required by the council, may immediately repair the sidewalk, without notice, and charge the cost of the repair to the owner of the lot or parcel of land, as provided in this section.

(f) *Expense.* The board of public works shall keep an accurate account of the expenses of laying, removing and repairing sidewalks in front of each lot or parcel of land, whether the work is done by contract or otherwise, and report the expenses to the comptroller. The comptroller shall annually prepare a statement of the expense incurred in front of each lot or parcel of land and report the amount to the city clerk. The amount charged to each lot or parcel of land shall be entered by the clerk in the tax roll as a special charge, as defined under s. 74.01 (4), against the lot or parcel of land and collected like other taxes upon real estate. The council by resolution or ordinance may provide that the expense incurred may be paid in up to 10 annual installments and the comptroller shall prepare the expense statement to reflect the installment payment schedule. If annual installments for sidewalk expenses are authorized, the city clerk shall charge the amount to each lot or parcel of land and enter it on the tax roll as a special charge, as defined under s. 74.01 (4), against the lot or parcel each year until all installments have been entered, and the amount shall be collected like other taxes upon real estate. The council may provide that the street commissioner or city engineer perform the duties imposed by this section on the board of public works.

(5) SNOW AND ICE. The board of public works shall keep the sidewalks of the city clear of snow and ice in all cases where the owners or occupants of abutting lots fail to do so, and the expense

of clearing in front of any lot or parcel of land shall be included in the statement to the comptroller required by sub. (3) (f), in the comptroller's statement to the city clerk and in the special tax to be levied. The city may also impose a fine or penalty for neglecting to keep sidewalks clear of snow and ice.

(6) REPAIR AT CITY EXPENSE. The council may provide that sidewalks shall be kept in repair by and at the expense of the city or may direct that a certain proportion of the cost of construction, reconstruction or repair be paid by the city and the balance by abutting property owners.

(7) RULES. The council may by ordinance implement the provisions of this section, regulate the use of the sidewalks of the city and prevent their obstruction.

(10) APPLICATION OF SECTION; DEFINITIONS. The provisions of this section do not apply to 1st class cities but apply to towns and villages, and when applied to towns and villages:

- (a) "Board of public works" means the committee or officer designated to handle street or sidewalk matters.
- (b) "City" means town or village.
- (c) "Comptroller" means clerk.
- (d) "Council" means town board or village board.

History: 1975 c. 172, 356, 421, 422; 1979 c. 32; 1983 a. 189, 532; 1991 a. 316; 1993 a. 490; 1999 a. 150 s. 542; Stats. 1999 s. 66.0907; 2015 a. 55.

A city cannot delegate its primary responsibility to maintain its sidewalks, nor delegate or limit its primary liability by ordinance. *Kobelinski v. Milwaukee & Suburban Transport Corp.* 56 Wis. 2d 504, 202 N.W.2d 415 (1972).

The defendant property owners' failure to remove snow and ice from sidewalks in violation of a municipal ordinance did not constitute negligence per se. *Hagerty v. Village of Bruce*, 82 Wis. 2d 208, 262 N.W.2d 102 (1978).

A city, exercising its police power, can impose a special tax on properties for the cost of installing a sidewalk on an adjacent city right-of-way without showing that the properties would be benefited. *Stehling v. City of Beaver Dam*, 114 Wis. 2d 197, 336 N.W.2d 401 (Ct. App. 1983).

66.0909 Curb ramping. (1) The standard for construction of curbs and sidewalks on each side of a city or village street, or a connecting highway or town road for which curbs and sidewalks have been prescribed by the governing body of the town, city or village having jurisdiction, shall include curb ramping providing access to crosswalks at intersections and other designated locations. Curb ramping includes the curb opening, the ramp and that part of the sidewalk or apron leading to and adjacent to the curb opening. Any person constructing new curbs or sidewalks or replacing curbs or sidewalks within 5 feet of a legal crosswalk in any city street, village street, connecting highway or town road shall comply with the standards for curb ramping under this section.

(3) Curb ramps shall conform to the following requirements:

(a) Curb ramping shall be of permanent construction. The ramp shall be at least 40 inches wide. The sides of the ramp shall slope from the sidewalk or apron elevations to the ramp elevation with the widest portion of the side slope not less than 18 inches nor more than 24 inches wide at the curb. The ramp slope may not exceed one inch vertical to 12 inches horizontal from the flow line elevation of the curb. The curb opening shall be not less than 40 inches nor more than 80 inches wide at the flow line of the curb. The taper of the curb from the top of the curb to the flow line of the curb at the curb opening shall be not less than 18 inches nor more than 24 inches wide. The ramp shall be bordered on both sides and on the curb line with a 4-inch-wide yellow stripe or with brick of a contrasting color.

(b) Curb ramping shall be in one of the following locations, to provide access to each end of each crosswalk affected:

1. At the center of the curve of the street corner to accommodate crossing for either direction at the intersection. The entire curb corner may not be made into a ramp, but shall provide for standard sidewalk apron and curb on both sides of a ramp. Any safety zone marking required by ordinance shall be provided in the street or town road 40 inches out and parallel with the curb, joining with the standard safety pedestrian crossing markings in the street or town road;