



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, June 19, 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
Theresa Meyer, Alderman, 1st District
Bob Grandi, Alderman, 2nd District
Ryan Heft, Alderman, 2nd District
Steve Rauch, 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** *(S. Kott)*
 - A. Approval of the June 5, 2018 Common Council Minutes.
6. **Letters and Communications** *(T. Meyer)*
 - A. Approval of Letters and Communications.
7. **Reports by Aldermanic Representatives and Department Heads**
8. **Reports** *(B. Grandi)*
 - A. Approval of Reports 1-2.
9. **Payment of Prepays and Vouchers** *(S. Rauch)*

- A. Approval of Prepaid and Vouchers for bills accrued through June 19, 2018.

Total Prepaid:	\$ 177,003.14
Total Vouchers:	\$ 265,162.32
Grand Total:	\$ 442,165.46

10. **Licenses**

- A. Approval of Operator's Licenses and Liquor License Renewals as presented. (*J. Schultz*)
- B. Consideration to issue a "Class B" Liquor License to Moises Medina for Super Taco Moys, LLC located at 140 W. Chestnut Street. (*T. Preusker*)
- C. Consideration to issue a "Class B" Liquor License to Brian Torgerson for BJ Wentkers located at 230 Milwaukee Avenue. (*T. Bauman*)

11. **Special Events** (*S. Kott*)

- A. Approval of Special Event Application as presented.

12. **Appointments and Nominations** - There are none.

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

14. **RESOLUTIONS:**

- A. **Resolution 4907(9)** - Approval of the 2017 Compliance Maintenance Annual Report (CMAR) for the Burlington Wastewater Utility. (*T. Meyer*)
- B. **Resolution 4908(10)** - Approval of Contract Change Order Number One with All-Ways Contractors for the Lewis Street Wall Project for an increase of the contract in the amount of \$15,229. (*B. Grandi*)
- C. **Resolution 4909(11)** - Approval of repairs to three (3) sanitary sewer lift stations in the amount of \$16,691.54. (*S. Rauch*)

15. **ORDINANCES:** There are none.

16. **MOTIONS:** There are none.

17. **ADJOURNMENT** (*J. Schultz*)

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: June 19, 2018

SUBJECT: Common Council Minutes for June 5, 2018.

SUBMITTED BY: Diahnn Halbach, City Clerk

BACKGROUND/HISTORY:

The attached minutes are from the June 5, 2018 Common Council meeting.

BUDGET/FISCAL IMPACT:

N/A

RECOMMENDATION:

Staff recommends approval of the attached minutes from the June 5, 2018 Common Council meeting.

TIMING/IMPLEMENTATION:

This item is scheduled for final consideration at the June 19, 2018 Common Council meeting.

Attachments

CC Minutes



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

**CITY OF BURLINGTON
Common Council Minutes
Jeannie Hefty, Mayor
Diahnn Halbach, City Clerk
Tuesday, June 5, 2018**

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

Mayor Jeannie Hefty called the meeting of the Common Council to order at 7:50 p.m. starting with roll call. Present: Mayor Hefty, Susan Kott, Theresa Meyer, Bob Grandi, Ryan Heft, Steve Rauch, Jon Schultz, Todd Bauman. Excused: Tom Preusker.

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, Finance Director Steve DeQuaker, Director of Public Works Peter Riggs, Building Inspector Gregory Guidry, Library Director Joe Davies.

2. **Pledge of Allegiance**

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

4. **Chamber of Commerce Representative and Rescue Squad Representative** - There were none.

5. **Approval of the May 15, 2018 Common Council Minutes as presented**

A motion was made by Alderman Jon Schultz, seconded by Alderman Todd Bauman

Vote: 7 - 0

6. **Letters and Communications**

To approve correspondence from Alderman Tom Preusker regarding his absence from the June 5, 2018 Committee of the Whole and Common Council meetings.

A motion was made by Alderman Todd Bauman, seconded by Alderman Susan Kott

Vote: 7 - 0

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

Mayor Hefty announced that due to the holiday, the July 3, 2018 Committee of the Whole and Common Council meetings would be canceled.

Administrator Carina Walters provided an update on the property located at 617 N. Pine Street stating that the County passed a resolution to hand over the property to the City and the next step is for Council to determine how best to utilize the property which has back taxes and special assessments.

8. **Approval of Reports 1-5**

A motion was made by Alderman Susan Kott, seconded by Alderman Steve Rauch

Vote: 7 - 0

9. **To approve payment of Prepaids and Vouchers through June 5, 2018.**

A motion was made by Alderman Bob Grandi, seconded by Alderman Ryan Heft

Vote: 7 - 0

10. **Licenses**

- A. Approval of Operator and Liquor License Applications as presented.

A motion was made by Alderman Jon Schultz, seconded by Alderman Susan Kott

Vote: 7 - 0

11. **Special Events**

- A. Approval of Special Event Applications as presented.

A motion was made by Alderman Todd Bauman, seconded by Alderman Ryan Heft

Vote: 7 - 0

12. **Appointments and Nominations**

To approve Theresa Meyer as an aldermanic representative to the Board of Health for the 2018-2019 term.

A motion was made by Alderman Susan Kott, seconded by Alderman Steve Rauch

Vote: 7 - 0

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

14. **RESOLUTIONS:** There were none.

15. **ORDINANCES:** There were none.

16. **MOTIONS:**

- A. **Motion 18-899** - to consider approving a Certificate of Appropriateness in the Historic Preservation Overlay District for 572 N. Pine Street.

A motion was made by Alderman Bob Grandi to table Motion 18-899. Seconded by Alderman Ryan Heft.

Vote: 6 - 1. Nay: Alderman Jon Schultz.

- B. **Motion 18-900** - to consider approving an Agreement with Wisconsin Central Ltd for improvements to Calumet Street and various rail road crossings.

A motion was made by Alderman Jon Schultz, seconded by Alderman Todd Bauman

Vote: 7 - 0

- C. **Motion 18-901** - to consider approving a Airport Hangar Lease with Bill Wagner and Jeff Milne for property located 1380 Mike Taxiway at the Burlington Municipal Airport.

A motion was made by Alderman Todd Bauman, seconded by Alderman Ryan Heft

Vote: 7 - 0

17. **ADJOURN INTO CLOSED SESSION**

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

- Acquisition of the Boilini property located on S. Pine Street adjacent the Burlington Office & Manufacturing Park (BMOP).

A motion was made by Alderman Susan Kott, seconded by Alderman Jon Schultz to adjourn into closed session.

Vote: 7-0. Meeting adjourned into closed session at 8:01 p.m.

18. **RECONVENE INTO OPEN SESSION**

A motion was made by Alderman Bob Grandi, seconded by Alderman Jon Schultz

Vote: 7 - 0

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

There was no action taken.

20. **ADJOURNMENT**

A motion was made by Alderman Jon Schultz, seconded by Alderman Steve Rauch.

Vote: 7-0. The meeting was adjourned at 8:59 p.m.

Minutes respectfully submitted by:

Diahm C. Halbach
City Clerk
City of Burlington



DATE: June 19, 2018

SUBJECT: LETTERS AND COMMUNICATIONS

SUBMITTED BY: Carina Walters, City Administrator

BACKGROUND/HISTORY:

Attached please find the following communication:

Correspondence from Alderman Ryan Heft regarding his absence from the June 19, 2018 Committee of the Whole and Common Council meetings.

BUDGET/FISCAL IMPACT:

N/A

RECOMMENDATION:

Staff recommends that the Council accept this communication.

TIMING/IMPLEMENTATION:

This item is scheduled for consideration at the June 19, 2018 Common Council meeting.

Attachments

Ald Heft Absence

Jeannie Hefty

From: Ryan Heft
Sent: Thursday, June 14, 2018 5:34 PM
To: Carina Walters; Megan Watkins; Jeannie Hefty
Subject: 6/14 Meeting

Hello,

Please excuse me from the Committee of the Whole and Common Council meetings on Tuesday, June 19th, as I will be out of town June 18th through June 20th at a conference with administrators from the school district.

Thank you for your understanding.

Ryan Heft

Sent from my Galaxy Tab® A



COMMON COUNCIL REGULAR

ITEM NUMBER 8A

DATE: June 19, 2018

SUBJECT: REPORTS 1-2

SUBMITTED BY: Diahnn Halbach, City Clerk

BACKGROUND/HISTORY:

Attached please find the following reports:

Plan Commission Minutes, 5-8-2018

Committee of the Whole Minutes, 6-5-2018

BUDGET/FISCAL IMPACT:

N/A

RECOMMENDATION:

Staff recommends that Council approve the submitted reports.

TIMING/IMPLEMENTATION:

This item is scheduled for consideration at the June 19, 2018 Common Council meeting.

Attachments

Plan Minutes



Minutes
City of Burlington Plan Commission
May 8 2018, 6:30 p.m.

Mayor Jeannie Hefty called the Plan Commission meeting to order at 6:30 p.m. Roll call: Aldermen Bob Grandi and Tom Preusker; Commissioners Chad Redman; Andy Tully; John Ekes; and Art Gardner were present. Student Representatives Samuel Jorudd was present. Student Representative Aysha Schiller was excused.

APPROVAL OF MINUTES

Commissioner Ekes moved, and Alderman Grandi seconded to approve the minutes of April 10, 2018. All were in favor and the motion carried.

LETTERS & COMMUNICATIONS

None

CITIZEN COMMENTS

None

OLD BUSINESS

None

NEW BUSINESS

A. Consideration to recommend approval to the Common Council of an Extraterritorial Certified Survey Map from Timothy & Joan Warren, for property located at 30561 Bushnell Road in the Town of Burlington to subdivide a parcel, subject to Graef's May 1, 2018 memorandum to the Plan Commission.

- Mayor Hefty opened this item for discussion.
- Tanya Fonesca, Graef, explained that Timothy & Joan Warren had this property previously reviewed on April 3, 2017 for subdividing their land three ways, with this request it will make their property divided into four sections. Ms. Fonesca stated regarding long term, it is not the highest and best use for value of land division. Scott Kyle, representative, stated this property has been in the family for years, and is subdividing this for income purposes. Mr. Kyle further stated there is an easement off the driveway for access. Ms. Fonesca responded that they may have management issues in the future if the lots were to be sold, a proper road may want to be added.
- There were no further comments.

Commissioner Tully moved, and Commissioner Ekes seconded to recommend approval of the ETZ CSM.

All were in favor and the motion carried.

B. Consideration to approve a Site Plan application from Scherrer Construction for property located at 601 Blackhawk Drive to construct a storage building for material and equipment, subject to Graef’s May 1, 2018, Kapur & Associates’ May 1, 2018 and Fire Department’s May 2, 2018 memorandums to the Plan Commission.

- Mayor Hefty opened this item for discussion.
- Commissioner Redman excused himself from discussion and voting.
- Ms. Fonesca explained that this is a storage building for materials and vehicles to streamline the existing operation. Ms. Fonesca stated it is not too visible from the street and is an appropriate use. Commissioner Ekes stated there are no other pole barns in the Industrial Park, and in the past, Commissioners did not want to see them. Ms. Fonesca replied this is an accessory structure and not a primary structure, which will not decrease the value of the property.
- Commissioner Ekes commented that the future development of houses in that area will be built around it, and may have to see this pole barn. Alderman Preusker stated if pole barns are allowed, it creates a way to avoid adding on to the existing structure. Commissioner Tully asked if the pole barn could be pushed back towards the retention pond for less visibility. Connor Nimmow, applicant, answered it is more convenient to have it located closer to the building. Mr. Nimmow stated this building is to help clean up the area so materials are not sitting out in the open. The Commissioners had a discussion and agreed that the pole barn should be aesthetically pleasing, and maybe add a wainscoting so it does not have the tin shed look. Mr. Nimmow stated it is gray with red trim to match the existing building. Alderman Preusker stated that this red trim is more fire engine red and should be toned down. The Commissioners agreed that it could be made out of metal, but have it look like the primary structure. Ms. Fonesca commented that M-3 zoning district is the only district that states a pole barn is not allow to face the street side, but there are specific restrictions on building materials. Ms. Fonesca further commented that there is a large buffer area blocking the view that will be required to be maintained, but understands the concern.
- There were no further comments.

Alderman Preusker moved, and Commissioner Gardner seconded to table the Site Plan to give direction with new requirements and have a revised visual to have it look like the existing building.

Mr. Nimmow asked if the street facing side could be made to look like the primary building, and upgrade the other sides after development, if they are visible. Alderman Grandi stated if that was allowed, then it would be setting precedence for future projects, and does not feel this should be allowed. Alderman Preusker stated the entire pole barn should look like the primary building. Chad Redman, Scherrer Construction, asked if there can be a metal roof. Commissioner Ekes stated that would not be an issue.

All were in favor and the motion carried.

Commissioner Ekes asked what the update was for Jeff Way's property located at 1157 Milwaukee Avenue. Commissioner Ekes stated he personally counted 50 cars remaining on the lot. Mayor Hefty replied the Council addressed this issue to the City Attorney, and that it will be resolved within two months per the amount of vehicles remaining.

ADJOURNMENT

Alderman Preusker moved, and Commissioner Ekes seconded to adjourn the meeting at 7:17 p.m.

All were in favor and the motion carried.

Recording Secretary
Kristine Anderson
Administrative Assistant



COMMON COUNCIL REGULAR

ITEM NUMBER 9A

DATE: June 19, 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 June 19, 2018

Total Prepaid:	\$ 177,003.14
Total Vouchers:	\$ 265,162.32
Grand Total:	\$ 442,165.46

BUDGET/FISCAL IMPACT:

5 Largest Disbursements on the Prepaid and Voucher List:

1. \$65,056.68 All-Ways Contractors, Inc. - Payment No. 2 for the Lewis Wall Construction Contract
2. \$45,966.25 Racine County - 3rd Qtr. Dispatch Services
3. \$39,296.24 Johns Disposal Service, Inc. - Contracted Monthly Billing
4. \$33,431.71 Veolia - Clean Sweep
5. \$21,184.06 Ascent Aviation Group, Inc. - Jet-A Fuel

RECOMMENDATION:

Staff recommends that the Common Council accept and approve these Prepaid and Vouchers in the amount of \$442,165.46.

TIMING/IMPLEMENTATION:

This item is scheduled for consideration at the June 19, 2018 Common Council meeting.

Attachments

Prepaid 06-01-18

Prepaid 06-08-18

Vouchers 06-19-18

GL Account and Title	Vendor Name	Description	Invoice Number	Invoice Date	Net Invoice Amount	Date Paid
100454544000						
100-454544-000 SPECIAL ASSESS-SIDEWAL	THE RIVALRY	REFUND - SIDEWALK SEATING PERMIT	1.060323	05/30/2018	45.00	06/01/2018
Total 100454544000:					45.00	
100454591000						
100-454591-000 PARK DEPT	TRUDEAU, KEVIN	PARK RESERVATION SECURITY DEPOSIT	2.011279	05/31/2018	100.00	06/01/2018
Total 100454591000:					100.00	
100515131390						
100-515131-390 MAYOR-SUPLIES-OTHER E	HEFTY, JEANNIE	Reimbursement - Worldwide	369	05/09/2018	83.98	06/01/2018
Total 100515131390:					83.98	
100515132220						
100-515132-220 ADMIN - UTILITIES	WE ENERGIES	5843-033-004 (split)	5843033004MAY18	05/24/2018	257.73	06/01/2018
Total 100515132220:					257.73	
100515132225						
100-515132-225 ADMIN - TELEPHONE	AT & T	057 736 7870 001	262767138905	05/21/2018	48.02	06/01/2018
100-515132-225 ADMIN - TELEPHONE	AT & T	171-798-6300 001 (split)	8454471405	05/19/2018	334.71	06/01/2018
100-515132-225 ADMIN - TELEPHONE	VERIZON WIRELESS	Verizon: Acct 286396851-00001 (split)	9807774168	05/23/2018	46.36	06/01/2018
Total 100515132225:					429.09	
100515141220						
100-515141-220 FINANCE - UTILITY SERVIC	WE ENERGIES	5843-033-004 (split)	5843033004MAY18	05/24/2018	156.48	06/01/2018
Total 100515141220:					156.48	
100515141225						
100-515141-225 FINANCE - TELEPHONE	AT & T	171-798-6300 001 (split)	8454471405	05/19/2018	200.83	06/01/2018
100-515141-225 FINANCE - TELEPHONE	VERIZON WIRELESS	Verizon: Acct 286396851-00001 (split)	9807774168	05/23/2018	46.41	06/01/2018
Total 100515141225:					247.24	
100525211220						
100-525211-220 POLICE - UTILITY SERVICE	WE ENERGIES	1461-190-073	1461190073MAY18	05/24/2018	109.95	06/01/2018
100-525211-220 POLICE - UTILITY SERVICE	WE ENERGIES	5843-681-877	5843681877MAY18	05/25/2018	1,195.40	06/01/2018
Total 100525211220:					1,305.35	
100525211225						
100-525211-225 POLICE - TELEPHONE	AT & T	171-798-6300 001 (split)	8454471405	05/19/2018	535.53	06/01/2018
100-525211-225 POLICE - TELEPHONE	VERIZON WIRELESS	Verizon: Acct 286396851-00001 (split)	9807774168	05/23/2018	482.70	06/01/2018
Total 100525211225:					1,018.23	
100525211299						
100-525211-299 POLICE - SUNDRY CONTRA	DONERITE JANITORIAL SERV I	POLICE MAY CLEANING	3190	05/21/2018	750.00	06/01/2018
Total 100525211299:					750.00	
100525220225						
100-525220-225 FIRE - TELEPHONE	VERIZON WIRELESS	Verizon: Acct 286396851-00001 (split)	9807774168	05/23/2018	94.90	06/01/2018

GL Account and Title	Vendor Name	Description	Invoice Number	Invoice Date	Net Invoice Amount	Date Paid
Total 100525220225:					94.90	
100525231220						
100-525231-220 BLDG INSP UTILITIES	WE ENERGIES	5843-033-004 (split)	5843033004MAY18	05/24/2018	46.03	06/01/2018
Total 100525231220:					46.03	
100525231225						
100-525231-225 BLDG INSP - TELEPHONE	VERIZON WIRELESS	Verizon: Acct 286396851-00001 (split)	9807774168	05/23/2018	15.00	06/01/2018
Total 100525231225:					15.00	
100535321225						
100-535321-225 STREETS - TELEPHONE	TDS	TDS DPW 262-539-3770 (SPLIT)	262-539-3770 05/18	05/19/2018	81.65	06/01/2018
100-535321-225 STREETS - TELEPHONE	VERIZON WIRELESS	Verizon: Acct 286396851-00001 (split)	9807774168	05/23/2018	80.86	06/01/2018
Total 100535321225:					162.51	
100535321261						
100-535321-261 STREETS - LIGHTING	WE ENERGIES	0455-414-409	0455414409MAY18	05/17/2018	201.94	06/01/2018
100-535321-261 STREETS - LIGHTING	WE ENERGIES	4404-149-064	4404149064MAY18	05/18/2018	26.98	06/01/2018
100-535321-261 STREETS - LIGHTING	WE ENERGIES	5406-087-899	5406087899MAY18	05/18/2018	91.18	06/01/2018
100-535321-261 STREETS - LIGHTING	WE ENERGIES	6438-309-692	6438309692APR18	05/13/2018	112.32	06/01/2018
Total 100535321261:					432.42	
100535321310						
100-535321-310 STREETS - OFF SUPP/POS	PETTY CASH WWTP	PETTY CASH DPW POST OFFICE	2018MAY	05/30/2018	1.21	06/01/2018
100-535321-310 STREETS - OFF SUPP/POS	CANON FINANCIAL SERVICES,	Contrat No. WI#505ENT-M15-MFD (split)	18645461	05/13/2018	85.20	06/01/2018
100-535321-310 STREETS - OFF SUPP/POS	CANON FINANCIAL SERVICES,	Contrat No. WI#505ENT-M15-MFD (split)	18645462	05/13/2018	5.59	06/01/2018
Total 100535321310:					92.00	
100555551225						
100-555551-225 PARKS - TELEPHONE	TDS	TDS DPW 262-539-3770 (SPLIT)	262-539-3770 05/18	05/19/2018	40.83	06/01/2018
Total 100555551225:					40.83	
100555551310						
100-555551-310 PARKS - OFFICE SUPP, PO	CANON FINANCIAL SERVICES,	Contrat No. WI#505ENT-M15-MFD (split)	18645461	05/13/2018	42.59	06/01/2018
100-555551-310 PARKS - OFFICE SUPP, PO	CANON FINANCIAL SERVICES,	Contrat No. WI#505ENT-M15-MFD (split)	18645462	05/13/2018	2.80	06/01/2018
Total 100555551310:					45.39	
251555511225						
251-555511-225 TELEPHONE	AT & T	171-798-6300 001 (split)	8454471405	05/19/2018	267.77	06/01/2018
Total 251555511225:					267.77	
251555511345						
251-555511-345 PROGRAMS	SCHMIDT, JANE	Reimbursement - Yard Signs	052318	05/23/2018	86.98	06/01/2018
Total 251555511345:					86.98	
453565616821						
453-565616-821 2017 Parks Projects	WE ENERGIES	1671-790-329	1671790329MAR18	05/10/2018	84.65	06/01/2018

GL Account and Title	Vendor Name	Description	Invoice Number	Invoice Date	Net Invoice Amount	Date Paid
Total 453565616821:					84.65	
46555551804						
465-555551-804 PARKS CAPITAL OUTLAY P	TCF EQUIPMENT FINANCE, INC	Mower Financing- Contrat # 008-0658807-300	5517849	05/16/2018	686.56	06/01/2018
Total 46555551804:					686.56	
621575740220						
621-575740-220 WWTP-ELECTRIC	WE ENERGIES	3602-583-285	3602583285APR18	05/20/2018	28.04	06/01/2018
621-575740-220 WWTP-ELECTRIC	WE ENERGIES	8098-971-449	8098971449APR18	05/13/2018	36.53	06/01/2018
Total 621575740220:					64.57	
621575740225						
621-575740-225 TELEPHONE	VERIZON WIRELESS	Verizon: Acct 286396851-00001 (split)	9807774168	05/23/2018	27.65	06/01/2018
Total 621575740225:					27.65	
621575740310						
621-575740-310 OFFICE SUPPLIES, POSTA	PETTY CASH WWTP	PETTY CASH WWTP RICHTER'S	2018MAY	05/30/2018	5.68	06/01/2018
621-575740-310 OFFICE SUPPLIES, POSTA	PETTY CASH WWTP	PETTY CASH WWTP POST OFFICE	2018MAY	05/30/2018	130.00	06/01/2018
Total 621575740310:					135.68	
622509210000						
622-509210-000 OFFICE SUPPLY	TDS	TDS DPW 262-539-3770 (SPLIT)	262-539-3770 05/18	05/19/2018	81.65	06/01/2018
622-509210-000 OFFICE SUPPLY	CANON FINANCIAL SERVICES,	Contrat No. WI#505ENT-M15-MFD (split)	18645461	05/13/2018	85.20	06/01/2018
622-509210-000 OFFICE SUPPLY	CANON FINANCIAL SERVICES,	Contrat No. WI#505ENT-M15-MFD (split)	18645462	05/13/2018	5.59	06/01/2018
Total 622509210000:					172.44	
623575740200						
623-575740-200 FUEL FOR RESALE	ASCENT AVIATION GROUP, INC	100LL AVIATION GASOLINE	528106	05/25/2018	22,109.16	06/01/2018
Total 623575740200:					22,109.16	
802525211310						
802-525211-310 SUPPLIES FOR DOG/K-9 Uni	BAUMHARDT, MATTHEW	REIMBURSEMENTS - MEALS	050819	05/30/2018	30.00	06/01/2018
Total 802525211310:					30.00	
Grand Totals:					<u>28,987.64</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
100444411000						
100-444411-000 COURT FINES & COSTS	RACINE COUNTY TREASURER	Racine Co Jail Assessment	2018MAY	06/04/2018	1,764.02	06/08/2018
100-444411-000 COURT FINES & COSTS	RACINE COUNTY TREASURER	Racine Co Surcharge	2018MAY	06/04/2018	1,902.10	06/08/2018
100-444411-000 COURT FINES & COSTS	RACINE COUNTY TREASURER	IID	2018MAY	06/04/2018	50.00	06/08/2018
100-444411-000 COURT FINES & COSTS	ST OF WISC CONTROLLER'S O	ST OF WI CONTROLLER OFFICE MAY REMIT	2018MAY	06/04/2018	8,266.73	06/08/2018
Total 100444411000:					11,982.85	
100454521001						
100-454521-001 BOND FEES	RACINE COUNTY CLERK OF C	Fox, Peter; Case: 18-5309	18-5309	05/31/2018	150.00	06/08/2018
100-454521-001 BOND FEES	RACINE COUNTY CLERK OF C	Miles, Kristen; Case: 2013CT000893	2013CT000893	05/30/2018	389.00	06/08/2018
Total 100454521001:					539.00	
100484847000						
100-484847-000 Developer Reimbursement	BOWER DESIGN & CONSTRUC	DEVELOPER REIMBURSEMENT OF DEPOSIT	1.057705	06/04/2018	33.75	06/08/2018
Total 100484847000:					33.75	
100515121298						
100-515121-298 MUNI COURT - CONTRACT	AT & T	252235078 - Internet (split)	252235078 05/18	05/27/2018	15.00	06/08/2018
Total 100515121298:					15.00	
100515132225						
100-515132-225 ADMIN - TELEPHONE	AT & T	262 767-1389 327 6	262767138905 201	05/28/2018	279.18	06/08/2018
Total 100515132225:					279.18	
100515132298						
100-515132-298 ADMIN - CONTRACT SERVI	AT & T	252235078 - Internet (split)	252235078 05/18	05/27/2018	30.52	06/08/2018
Total 100515132298:					30.52	
100515132310						
100-515132-310 ADMIN - OFF SUPP-POSTA	DINERS CLUB COMMERCIAL	CTC* Constant Contract (ongoing)	5799 05/18	05/28/2018	5.00	06/08/2018
100-515132-310 ADMIN - OFF SUPP-POSTA	DINERS CLUB COMMERCIAL	Amazon - Satin Ribbon	5799 05/18	05/28/2018	21.10	06/08/2018
Total 100515132310:					26.10	
100515132330						
100-515132-330 ADMIN - INSVC TRAINING &	DINERS CLUB COMMERCIAL	Kalahri Resort	5799 05/18	05/28/2018	209.00	06/08/2018
100-515132-330 ADMIN - INSVC TRAINING &	DINERS CLUB COMMERCIAL	Kalahri Resort	5799 05/18	05/28/2018	209.00	06/08/2018
100-515132-330 ADMIN - INSVC TRAINING &	DINERS CLUB COMMERCIAL	WMCA Summer Conference	5799 05/18	05/28/2018	470.00	06/08/2018
100-515132-330 ADMIN - INSVC TRAINING &	WATKINS, MEGAN	WCMA Conference Per Diem Cash Adv	062918	06/05/2018	40.00	06/08/2018
100-515132-330 ADMIN - INSVC TRAINING &	WALTERS, CARINA	WCMA Conference Per Diem Cash	062918	06/05/2018	40.00	06/08/2018
Total 100515132330:					968.00	
100515132399						
100-515132-399 ADMIN - SUNDRY EXPENSE	DINERS CLUB COMMERCIAL	Walmart (split)	5815 05/18	05/28/2018	21.84	06/08/2018
100-515132-399 ADMIN - SUNDRY EXPENSE	DINERS CLUB COMMERCIAL	Lucky Star	6992 05/18	05/28/2018	68.31	06/08/2018
Total 100515132399:					90.15	
100515140310						
100-515140-310 CLERK - OFFICE SUPPLIES	DINERS CLUB COMMERCIAL	Amazon - GE HDMI to VGA Adapter	5799 05/18	05/28/2018	9.99	06/08/2018

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Total 100515140310:					9.99	
100515140330						
100-515140-330 CLERK - TRAINING & TRAV	DINERS CLUB COMMERCIAL	WMCA Clerks Conference	5914 05/18	05/28/2018	130.00	06/08/2018
100-515140-330 CLERK - TRAINING & TRAV	DINERS CLUB COMMERCIAL	WMCA District 5 Meeting	5914 05/18	05/28/2018	38.00	06/08/2018
Total 100515140330:					168.00	
100515141298						
100-515141-298 FINANCE - CONTRACT SER	AT & T	252235078 - Internet (split)	252235078 05/18	05/27/2018	30.52	06/08/2018
Total 100515141298:					30.52	
100515141310						
100-515141-310 FINANCE - OFFICE SUPP/P	DINERS CLUB COMMERCIAL	Walmart (split)	5815 05/18	05/28/2018	35.48	06/08/2018
Total 100515141310:					35.48	
100515141330						
100-515141-330 FINANCE - TRAVEL	DEQUAKER, STEVE	Mileage Reimbursement	053118	06/05/2018	44.04	06/08/2018
100-515141-330 FINANCE - TRAVEL	DEQUAKER, STEVE	Per Diem - CTFO Assoc Conference	060518	05/30/2018	98.00	06/08/2018
Total 100515141330:					142.04	
100525211239						
100-525211-239 POLICE - EQUIPMENT NON	DINERS CLUB COMMERCIAL	Amazon - Exam Prep	2208 05/18	05/28/2018	65.42	06/08/2018
100-525211-239 POLICE - EQUIPMENT NON	DINERS CLUB COMMERCIAL	Amazon - Safety 12" Led Stop Paddle	2208 05/18	05/28/2018	169.61	06/08/2018
100-525211-239 POLICE - EQUIPMENT NON	DINERS CLUB COMMERCIAL	Walgreens - Kiwi Shoe Shine	5815 05/18	05/28/2018	30.44	06/08/2018
Total 100525211239:					265.47	
100525211240						
100-525211-240 POLICE - FUEL, OIL	VOYAGER FLEET SYSTEMS IN	Voyager Acct. 869297630 (split)	869297630822	06/01/2018	2,824.78	06/08/2018
Total 100525211240:					2,824.78	
100525211299						
100-525211-299 POLICE - SUNDRY CONTRA	DINERS CLUB COMMERCIAL	Walmart	5815 05/18	05/28/2018	129.54	06/08/2018
Total 100525211299:					129.54	
100525211330						
100-525211-330 POLICE - TRAVEL	DINERS CLUB COMMERCIAL	Jimmy Johns	5781 05/18	05/28/2018	89.21	06/08/2018
100-525211-330 POLICE - TRAVEL	DINERS CLUB COMMERCIAL	Jimmy Johns	5781 05/18	05/28/2018	68.64	06/08/2018
Total 100525211330:					157.85	
100525211381						
100-525211-381 POLICE - INVESTIGATIONS	DINERS CLUB COMMERCIAL	Walmart - memory cards	2208 05/18	05/28/2018	125.87	06/08/2018
Total 100525211381:					125.87	
100525220220						
100-525220-220 FIRE - UTILITY SERVICES	WE ENERGIES	8419-416-558	8419416558MAY18	05/28/2018	13.38	06/08/2018
100-525220-220 FIRE - UTILITY SERVICES	TIME WARNER CABLE	Acct # 079780001	079780001060118	06/01/2018	115.59	06/08/2018
Total 100525220220:					128.97	

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100525220240						
100-525220-240 FIRE - FUEL, OIL, LUBRICA	VOYAGER FLEET SYSTEMS IN	Voyager Acct. 869297630 (split)	869297630822	06/01/2018	683.85	06/08/2018
Total 100525220240:					683.85	
100525220310						
100-525220-310 FIRE - OFFICE SUPPLIES	DINERS CLUB COMMERCIAL	Amazon - Laptop Stand	8038 05/18	05/28/2018	16.71	06/08/2018
100-525220-310 FIRE - OFFICE SUPPLIES	DINERS CLUB COMMERCIAL	Jimmy Johns	8038 05/18	05/28/2018	19.72	06/08/2018
Total 100525220310:					36.43	
100525220324						
100-525220-324 FIRE - MEMBERSHIP & DUE	WSFA	WSFA Membership Dues	2018	06/05/2018	1,175.00	06/08/2018
Total 100525220324:					1,175.00	
100525231298						
100-525231-298 BLDG INSP - CONTRACT	AT & T	252235078 - Internet (split)	252235078 05/18	05/27/2018	15.00	06/08/2018
Total 100525231298:					15.00	
100525231372						
100-525231-372 BLDG INSP - AUTO EXPENS	VOYAGER FLEET SYSTEMS IN	Voyager Acct. 869297630 (split)	869297630822	06/01/2018	29.10	06/08/2018
Total 100525231372:					29.10	
100535321220						
100-535321-220 STREETS - UTILITIES	WE ENERGIES	1638-891-345 (split)	1638891345MAY18	05/24/2018	710.05	06/08/2018
100-535321-220 STREETS - UTILITIES	WE ENERGIES	8430-081-671 (split)	8430081671MAY18	05/23/2018	107.66	06/08/2018
Total 100535321220:					817.71	
100535321240						
100-535321-240 STREETS - FUEL, OIL & LU	VOYAGER FLEET SYSTEMS IN	Voyager Acct. 869297630 (split)	869297630822	06/01/2018	2,341.04	06/08/2018
Total 100535321240:					2,341.04	
100535321261						
100-535321-261 STREETS - LIGHTING	WE ENERGIES	0818-594-802	0818594802MAY18	05/23/2018	15.71	06/08/2018
100-535321-261 STREETS - LIGHTING	WE ENERGIES	0819-473-268	0819473268MAY18	05/24/2018	58.49	06/08/2018
100-535321-261 STREETS - LIGHTING	WE ENERGIES	0838-352-542	0838352542MAY18	05/23/2018	23.79	06/08/2018
100-535321-261 STREETS - LIGHTING	WE ENERGIES	0850-628-152	0850628152MAY18	05/22/2018	248.10	06/08/2018
100-535321-261 STREETS - LIGHTING	WE ENERGIES	2023-503-060	2023503060MAY18	05/23/2018	141.20	06/08/2018
100-535321-261 STREETS - LIGHTING	WE ENERGIES	5043-084-318	5043084318APR18	05/22/2018	30.91	06/08/2018
100-535321-261 STREETS - LIGHTING	WE ENERGIES	5459-100-732	5459100732MAY18	05/25/2018	236.80	06/08/2018
100-535321-261 STREETS - LIGHTING	WE ENERGIES	5465-979-181	5465979181APR18	05/21/2018	61.33	06/08/2018
100-535321-261 STREETS - LIGHTING	WE ENERGIES	5644-617-733	5644617733MAY18	05/23/2018	138.39	06/08/2018
100-535321-261 STREETS - LIGHTING	WE ENERGIES	5695-147-539	5695147539MAY18	05/24/2018	187.10	06/08/2018
100-535321-261 STREETS - LIGHTING	WE ENERGIES	6893-002-943	6893002943APR18	05/22/2018	15.71	06/08/2018
100-535321-261 STREETS - LIGHTING	WE ENERGIES	7245-068-041	7245068041MAY18	05/24/2018	148.42	06/08/2018
100-535321-261 STREETS - LIGHTING	WE ENERGIES	7255-756-558	7255756558APR18	05/21/2018	20.96	06/08/2018
100-535321-261 STREETS - LIGHTING	WE ENERGIES	7467-500-426	7467500426MAY18	05/24/2018	220.53	06/08/2018
100-535321-261 STREETS - LIGHTING	WE ENERGIES	8499-073-119	8499073119MAY18	05/24/2018	187.22	06/08/2018
100-535321-261 STREETS - LIGHTING	WE ENERGIES	9418-285-345	9418285345MAY18	05/24/2018	74.84	06/08/2018
Total 100535321261:					1,809.50	
100535321310						
100-535321-310 STREETS - OFF SUPP/POS	DINERS CLUB COMMERCIAL	PDFComplete	3596 05/18	05/28/2018	9.74	06/08/2018

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100-535321-310 STREETS - OFF SUPP/POS	DINERS CLUB COMMERCIAL	DPW Office Supplies (split)	5849 05/18	05/28/2018	29.21	06/08/2018
Total 100535321310:					38.95	
100535321354						
100-535321-354 STREETS-PARKNG STRUC	WE ENERGIES	7082-958-528	7082958528MAY18	05/25/2018	526.54	06/08/2018
Total 100535321354:					526.54	
100555551220						
100-555551-220 PARKS - UTILITIES	WE ENERGIES	0435-566-939	0435566939APR18	05/18/2018	39.41	06/08/2018
100-555551-220 PARKS - UTILITIES	WE ENERGIES	1269-762-568	1269762568MAY18	05/24/2018	32.70	06/08/2018
100-555551-220 PARKS - UTILITIES	WE ENERGIES	1638-891-345 (split)	1638891345MAY18	05/24/2018	355.02	06/08/2018
100-555551-220 PARKS - UTILITIES	WE ENERGIES	2428-946-714	2428946714MAY18	05/24/2018	344.37	06/08/2018
100-555551-220 PARKS - UTILITIES	WE ENERGIES	6211-699-899	6211699899MAY18	05/24/2018	16.11	06/08/2018
100-555551-220 PARKS - UTILITIES	WE ENERGIES	6895-338-188	6895338188MAY18	05/24/2018	87.55	06/08/2018
100-555551-220 PARKS - UTILITIES	WE ENERGIES	8430-081-671 (split)	8430081671MAY18	05/23/2018	53.82	06/08/2018
Total 100555551220:					928.98	
100555551240						
100-555551-240 PARKS - FUEL, OIL, LUBRIC	VOYAGER FLEET SYSTEMS IN	Voyager Acct. 869297630 (split)	869297630822	06/01/2018	1,564.41	06/08/2018
Total 100555551240:					1,564.41	
100555551310						
100-555551-310 PARKS - OFFICE SUPP, PO	DINERS CLUB COMMERCIAL	PDFComplete	3596 05/18	05/28/2018	9.74	06/08/2018
100-555551-310 PARKS - OFFICE SUPP, PO	DINERS CLUB COMMERCIAL	DPW Office Supplies (split)	5849 05/18	05/28/2018	29.21	06/08/2018
Total 100555551310:					38.95	
100575710297						
100-575710-297 GARBAGE- CONTRACT SVC	JOHNS DISPOSAL SERVICE IN	CONTRACTED BILLING/RECYCLE	185185	05/25/2018	8,587.92	06/08/2018
100-575710-297 GARBAGE- CONTRACT SVC	JOHNS DISPOSAL SERVICE IN	Riverview Manor (split)	186003	05/31/2018	108.00	06/08/2018
Total 100575710297:					8,695.92	
100575710298						
100-575710-298 GARBAGE - CONTRACT SV	JOHNS DISPOSAL SERVICE IN	CONTRACTED BILLING/GARBAGE	185185	05/25/2018	30,708.32	06/08/2018
100-575710-298 GARBAGE - CONTRACT SV	JOHNS DISPOSAL SERVICE IN	Riverview Manor (split)	186003	05/31/2018	371.00	06/08/2018
Total 100575710298:					31,079.32	
251555511220						
251-555511-220 UTILITIES	WE ENERGIES	0810-148-657	0810148657MAY18	05/25/2018	1,141.35	06/08/2018
251-555511-220 UTILITIES	WE ENERGIES	5852-857-487	5852857487MAY18	05/24/2018	181.64	06/08/2018
Total 251555511220:					1,322.99	
251555511225						
251-555511-225 TELEPHONE	DINERS CLUB COMMERCIAL	Google (ongoing)	3031 05/18	05/28/2018	62.50	06/08/2018
Total 251555511225:					62.50	
251555511327						
251-555511-327 MATERIALS	DINERS CLUB COMMERCIAL	Rockford Map	6861 05/18	05/28/2018	89.78	06/08/2018
251-555511-327 MATERIALS	DINERS CLUB COMMERCIAL	Amazon - Kindle	6861 05/18	05/28/2018	7.00	06/08/2018
251-555511-327 MATERIALS	JOURNAL SENTINEL	JOURNAL SENTINEL, LIBRARY SUBSCRIPTION	MJ0077143 2018	06/07/2018	560.05	06/08/2018

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Total 251555511327:					656.83	
251555511345						
251-555511-345 PROGRAMS	DINERS CLUB COMMERCIAL	Lakeshore Learning	6861 05/18	05/28/2018	114.43	06/08/2018
Total 251555511345:					114.43	
453565616830						
453-565616-830 Disaster Exenditure	AT & T	262 767-1904 046 8	262767190405 201	05/28/2018	733.24	06/08/2018
Total 453565616830:					733.24	
621575740000						
621-575740-000 EMPLOYEE REIMBURSEME	VOYAGER FLEET SYSTEMS IN	Voyager Acct. 869297630 (split)	869297630822	06/01/2018	800.71	06/08/2018
Total 621575740000:					800.71	
621575740220						
621-575740-220 WWTP-ELECTRIC	WE ENERGIES	1887-026-576	1887026576APR18	05/22/2018	14,381.19	06/08/2018
621-575740-220 WWTP-ELECTRIC	WE ENERGIES	4847-248-215	4847248215APR18	05/23/2018	159.93	06/08/2018
621-575740-220 WWTP-ELECTRIC	WE ENERGIES	4897-650-087	4897650087APR18	05/23/2018	67.89	06/08/2018
621-575740-220 WWTP-ELECTRIC	WE ENERGIES	6212-377-525	6212377525APR18	05/24/2018	3,925.23	06/08/2018
621-575740-220 WWTP-ELECTRIC	WE ENERGIES	6268-292-660	6268292660MAY18	05/31/2018	40.20	06/08/2018
Total 621575740220:					18,574.44	
621575740222						
621-575740-222 GAS	WE ENERGIES	0225-428-357 (split)	0225428357MAY18	05/30/2018	10.83	06/08/2018
621-575740-222 GAS	WE ENERGIES	0225-428-357 (split)	0225428357MAY18	05/30/2018	73.11	06/08/2018
621-575740-222 GAS	WE ENERGIES	0862-239-067	0862239067MAY18	05/23/2018	1,347.61	06/08/2018
621-575740-222 GAS	WE ENERGIES	2663-378-614	2663378614MAY18	05/23/2018	61.54	06/08/2018
621-575740-222 GAS	WE ENERGIES	3646-902-199	3646902199APR18	05/23/2018	25.19	06/08/2018
Total 621575740222:					1,518.28	
621575740245						
621-575740-245 GROUND IMPROVEMENTS	TRACTOR SUPPLY CREDIT PLA	TRACTOR SUPPLY 6035301200098372	200390186	04/20/2018	49.99	06/08/2018
Total 621575740245:					49.99	
621575740298						
621-575740-298 CONTRACT SERVICE	WI DNR-ENVIRONMENTAL FEE	WI DNR ENVIRONMENTAL FEES 252276640	252276640-2018-1	05/24/2018	1,500.00	06/08/2018
Total 621575740298:					1,500.00	
621575740310						
621-575740-310 OFFICE SUPPLIES, POSTA	DINERS CLUB COMMERCIAL	PDFComplete	3596 05/18	05/28/2018	9.74	06/08/2018
621-575740-310 OFFICE SUPPLIES, POSTA	DINERS CLUB COMMERCIAL	DPW Office Supplies (split)	5849 05/18	05/28/2018	50.31	06/08/2018
Total 621575740310:					60.05	
621575740371						
621-575740-371 REG/PERMITS/OUTSIDE TE	WI DNR-ENVIRONMENTAL FEE	WI DNR ENVIRONMENTAL FEES 252002630	252002630-2018-1	05/23/2018	12,837.93	06/08/2018
Total 621575740371:					12,837.93	
622506220000						
622-506220-000 POWER	WE ENERGIES	0882-547-355 (split)	0882547355MAY18	05/24/2018	4,958.39	06/08/2018

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622-506220-000 POWER	WE ENERGIES	3076-628-864	3076628864MAY18	05/25/2018	2,790.11	06/08/2018
622-506220-000 POWER	WE ENERGIES	3267-293-366	3267293366APR18	05/23/2018	588.24	06/08/2018
622-506220-000 POWER	WE ENERGIES	3457-108-505	3457108505MAY18	05/25/2018	3,786.03	06/08/2018
622-506220-000 POWER	WE ENERGIES	6271-254-861 (split)	6271254861APR18	05/23/2018	2,645.28	06/08/2018
622-506220-000 POWER	WE ENERGIES	7255-465-187	7255465187APR18	05/23/2018	159.66	06/08/2018
622-506220-000 POWER	WE ENERGIES	8682-353-384 (split)	8682353384MAY18	05/24/2018	3,732.99	06/08/2018
Total 622506220000:					18,660.70	
622506230000						
622-506230-000 SUPPLIES	WE ENERGIES	0882-547-355 (split)	0882547355MAY18	05/24/2018	13.36	06/08/2018
622-506230-000 SUPPLIES	WE ENERGIES	1438-804-919	1438804919MAY18	05/28/2018	10.56	06/08/2018
622-506230-000 SUPPLIES	WE ENERGIES	1473-005-365	1473005365MAY18	05/30/2018	12.69	06/08/2018
622-506230-000 SUPPLIES	WE ENERGIES	6271-254-861 (split)	6271254861APR18	05/23/2018	13.84	06/08/2018
622-506230-000 SUPPLIES	WE ENERGIES	6499-874-589	6499874589APR18	05/23/2018	14.31	06/08/2018
622-506230-000 SUPPLIES	WE ENERGIES	8682-353-384 (split)	8682353384MAY18	05/24/2018	13.82	06/08/2018
622-506230-000 SUPPLIES	WE ENERGIES	9259-879-303	9259879303MAY18	05/24/2018	9.57	06/08/2018
Total 622506230000:					88.15	
622509210000						
622-509210-000 OFFICE SUPPLY	DINERS CLUB COMMERCIAL	PDF Complete	3596 05/18	05/28/2018	9.73	06/08/2018
622-509210-000 OFFICE SUPPLY	DINERS CLUB COMMERCIAL	DPW Office Supplies (split)	5849 05/18	05/28/2018	29.21	06/08/2018
Total 622509210000:					38.94	
622509230000						
622-509230-000 OUTSIDE SERVICES	WI DEPT OF NATURAL RESOU	2018 Water Use Fees, Owner #3471	WU78989	05/21/2018	125.00	06/08/2018
Total 622509230000:					125.00	
622509330000						
622-509330-000 TRANSPORTATION-SUPPLI	VOYAGER FLEET SYSTEMS IN	Voyager Acct. 869297630 (split)	869297630822	06/01/2018	604.56	06/08/2018
Total 622509330000:					604.56	
622509350000						
622-509350-000 GENERAL PLANT-SUPPLIE	WE ENERGIES	1638-891-345 (split)	1638891345MAY18	05/24/2018	710.05	06/08/2018
622-509350-000 GENERAL PLANT-SUPPLIE	WE ENERGIES	8430-081-671 (split)	8430081671MAY18	05/23/2018	107.66	06/08/2018
Total 622509350000:					817.71	
623575740200						
623-575740-200 FUEL FOR RESALE	ASCENT AVIATION GROUP, INC	JET A	529825	06/01/2018	21,184.06	06/08/2018
Total 623575740200:					21,184.06	
623575740225						
623-575740-225 TELEPHONE	AT & T	262 757 0907 307 4	262757090705	05/25/2018	132.33	06/08/2018
Total 623575740225:					132.33	
623575740298						
623-575740-298 CONTRACT SERVICES	WI DNR-ENVIRONMENTAL FEE	WI DNR ENVIRONMENTAL FEES 252197000	252197000-2018-1	05/24/2018	130.00	06/08/2018
Total 623575740298:					130.00	
875232000						
875-232000 MUNICIPAL COURT DEP	KATZMAN, MEGHAN	RESTITUTION	060418	06/01/2018	238.90	06/08/2018

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Total 875232000:					238.90	
Grand Totals:					148,015.50	

Dated: _____

Motion for Approval by: _____

Motion Seconded by: _____

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100515111298						
100-515111-298	COUNCIL - CONTRACT SER	SWAGIT PRODUCTIONS, LLC	Video Streaming Services: MAY	10904	645.00	05/31/2018
100-515111-298	COUNCIL - CONTRACT SER	SWAGIT PRODUCTIONS, LLC	AgendaQuick Annual License 2018	10905	4,200.00	05/31/2018
Total 100515111298:					4,845.00	
100515111399						
100-515111-399	CITY COUNCIL - PUBLICATI	SOUTHERN LAKES NEWSPAPE	CUP Hearing 857 Milwaukee	316930	57.16	05/31/2018
100-515111-399	CITY COUNCIL - PUBLICATI	SOUTHERN LAKES NEWSPAPE	CUP Hearing 857 Milwaukee	316931	57.16	05/31/2018
100-515111-399	CITY COUNCIL - PUBLICATI	SOUTHERN LAKES NEWSPAPE	CUP Hearing 496 S Pine	316932	57.16	05/31/2018
100-515111-399	CITY COUNCIL - PUBLICATI	SOUTHERN LAKES NEWSPAPE	CUP Hearing 1054 Milwaukee	316933	59.24	05/31/2018
100-515111-399	CITY COUNCIL - PUBLICATI	SOUTHERN LAKES NEWSPAPE	CUP Hearing 732 S Kane	316934	57.16	05/31/2018
100-515111-399	CITY COUNCIL - PUBLICATI	SOUTHERN LAKES NEWSPAPE	Liquor License Apps	316939	185.84	05/24/2018
100-515111-399	CITY COUNCIL - PUBLICATI	SOUTHERN LAKES NEWSPAPE	Liquor License Apps	317038	7.98	05/31/2018
100-515111-399	CITY COUNCIL - PUBLICATI	SOUTHERN LAKES NEWSPAPE	Public Hearing	317502	59.24	06/07/2018
Total 100515111399:					540.94	
100515121310						
100-515121-310	MUNI COURT - OFFICE SUP	PITNEY BOWES	MUNI SUPPLIES	3306266270	69.57	06/01/2018
100-515121-310	MUNI COURT - OFFICE SUP	STAPLES BUSINESS ADVANTA	STAPLES MUNICIPAL COURT SUPPLIES	8050146402	132.37	06/02/2018
100-515121-310	MUNI COURT - OFFICE SUP	SHRED-IT USA LLC	Muni Court - Shredding	8124806682	28.82	05/22/2018
Total 100515121310:					230.76	
100515131390						
100-515131-390	MAYOR-SUPLIES-OTHER E	BURLINGTON GLASS, INC.	Plaque	173005	75.00	05/31/2018
Total 100515131390:					75.00	
100515132211						
100-515132-211	ADMIN - PHYSICALS	AURORA HEALTH CARE	Acct #600003826 Hofer, Leah	162720312	48.00	05/15/2018
100-515132-211	ADMIN - PHYSICALS	TRANS UNION LLC	TRANS UNION LLC ADMIN	05811162	14.00	05/25/2018
Total 100515132211:					62.00	
100515132242						
100-515132-242	ADMIN - REPAIRS AND MAI	REINEMANS, INC.	hardware	145264	17.75	05/31/2018
100-515132-242	ADMIN - REPAIRS AND MAI	REINEMANS, INC.	hardware	145265	3.96	05/31/2018
100-515132-242	ADMIN - REPAIRS AND MAI	REINEMANS, INC.	hardware	145285	1.98	05/31/2018
Total 100515132242:					23.69	
100515132298						
100-515132-298	ADMIN - CONTRACT SERVI	KAPUR & ASSOCIATES, INC.	17.0292.01 Burlington GIS 2017	94087	480.00	05/23/2018
Total 100515132298:					480.00	
100515132310						
100-515132-310	ADMIN - OFF SUPP-POSTA	ALSCO	ALSCO DPW (split) Customer # 074780	IMIL1330926	2.97	05/30/2018
100-515132-310	ADMIN - OFF SUPP-POSTA	Office Copying Equipment, LTD	Sharp MX-5070N (split)	AR57057	318.87	05/31/2018
100-515132-310	ADMIN - OFF SUPP-POSTA	PITNEY BOWES	ADMIN SUPPLIES	3306266270	77.30	06/01/2018
100-515132-310	ADMIN - OFF SUPP-POSTA	PITNEY BOWES	BLDG INSPECTION	3306266270	69.61	06/01/2018
100-515132-310	ADMIN - OFF SUPP-POSTA	STAPLES BUSINESS ADVANTA	STAPLES ADMIN OFFICE SUPPLIES	8050146402	21.34	06/02/2018
100-515132-310	ADMIN - OFF SUPP-POSTA	COMPLETE OFFICE OF WISCO	Office Supplies	331471	24.90	06/01/2018
100-515132-310	ADMIN - OFF SUPP-POSTA	COMPLETE OFFICE OF WISCO	Office Supplies	334607	17.88	06/01/2018
100-515132-310	ADMIN - OFF SUPP-POSTA	SHRED-IT USA LLC	Admin - Shredding	8124806682	28.82	05/22/2018

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Total 100515132310:					561.69	
100515132311						
100-515132-399 ADMIN - COMP SOFTWARE	CivicPlus	Redesign Setup Fee 3 of 3 payments (split)	172887	05/31/2018	1,396.14	
Total 100515132311:					1,396.14	
100515132399						
100-515132-399 ADMIN - SUNDRY EXPENSE	RICHTER'S MARKETPLACE	Richter's Marketplace - #1083 City Hall	060618CH	06/06/2018	9.84	
Total 100515132399:					9.84	
100515140310						
100-515140-310 CLERK - OFFICE SUPPLIES	PITNEY BOWES	CLERK	3306266270	06/01/2018	69.57	
100-515140-310 CLERK - OFFICE SUPPLIES	STAPLES BUSINESS ADVANTA	STAPLES CITY CLERK SUPPLIES	8050146402	06/02/2018	23.37	
100-515140-310 CLERK - OFFICE SUPPLIES	SHRED-IT USA LLC	Clerk - Shredding	8124806682	05/22/2018	28.80	
Total 100515140310:					121.74	
100515141213						
100-515141-213 FINANCE - ACCTING AND A	SITZBERGER & COMPANY, S.C.	Interim Billing (split)	82373	05/31/2018	2,500.00	
Total 100515141213:					2,500.00	
100515141298						
100-515141-298 FINANCE - CONTRACT SER	BOND TRUST SERVICES CORP	General Obligation Corporate Purpose Bond	40220	02/08/2018	350.00	
Total 100515141298:					350.00	
100515141310						
100-515141-310 FINANCE - OFFICE SUPP/P	Office Copying Equipment, LTD	Sharp MX-500IN	AR57057	05/31/2018	4.76	
100-515141-310 FINANCE - OFFICE SUPP/P	PITNEY BOWES	FIN SUPPLIES	3306266270	06/01/2018	69.57	
100-515141-310 FINANCE - OFFICE SUPP/P	SHRED-IT USA LLC	Finance - Shredding	8124806682	05/22/2018	28.82	
Total 100515141310:					103.15	
100515142310						
100-515142-310 ELECTIONS - OPERATION S	PITNEY BOWES	ELECTIONS	3306266270	06/01/2018	69.57	
Total 100515142310:					69.57	
100515161220						
100-515161-220 ATTORNEY - CONTRACT	BJELAJAC, JOHN M	Zoning Board of Appeals Materials	16100-080D 3	05/31/2018	75.00	
100-515161-220 ATTORNEY - CONTRACT	BJELAJAC, JOHN M	Senior Center	17100-081D 11	05/31/2018	150.00	
100-515161-220 ATTORNEY - CONTRACT	BJELAJAC, JOHN M	General File - 2018	18100-000D 5	05/31/2018	1,950.00	
100-515161-220 ATTORNEY - CONTRACT	BJELAJAC, JOHN M	BMOP Expansion/TID	18100-013D 3	05/31/2018	135.00	
100-515161-220 ATTORNEY - CONTRACT	BJELAJAC, JOHN M	CN Railroad Contract	18100-021D 1	05/31/2018	225.00	
100-515161-220 ATTORNEY - CONTRACT	BJELAJAC, JOHN M	Meadows at Pine Brook Agreement	18100-038D 2	05/31/2018	705.00	
100-515161-220 ATTORNEY - CONTRACT	BJELAJAC, JOHN M	Warren ETZ	18100-042D 1	05/31/2018	120.00	
100-515161-220 ATTORNEY - CONTRACT	BJELAJAC, JOHN M	Airport Holding Tank	18100-048D 1	05/31/2018	15.00	
100-515161-220 ATTORNEY - CONTRACT	BJELAJAC, JOHN M	Stonegate Addition 2	18100-049D 1	05/31/2018	75.00	
Total 100515161220:					3,450.00	
100515161272						
100-515161-272 ATTORNEY - MUNICIPAL C	BJELAJAC, JOHN M	Municipal Court General File - 2018	18100-099D 5	05/31/2018	5,820.00	

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Total 100515161272:					5,820.00	
100525211145						
100-525211-145 POLICE - EMP REIMBURSE	RUMA SPORTS	Apparel	17133	05/24/2018	1,829.00	
Total 100525211145:					1,829.00	
100525211211						
100-525211-211 POLICE - PHYSICALS	TRANS UNION LLC	TRANS UNION LLC FIRE	05811162	05/25/2018	27.88	
Total 100525211211:					27.88	
100525211240						
100-525211-240 POLICE - FUEL, OIL	DOUG'S AUTO	904 2016 Ford Explorer Repairs	029626	05/24/2018	107.90	
Total 100525211240:					107.90	
100525211242						
100-525211-242 POLICE - REPAIR/MTCE EQ	DOUG'S AUTO	903 2016 Ford Explorer Repairs	029654	05/31/2018	478.20	
100-525211-242 POLICE - REPAIR/MTCE EQ	BUMPER TO BUMPER BURLING	Wiper Blades	1-343349	05/31/2018	55.96	
100-525211-242 POLICE - REPAIR/MTCE EQ	PRV UPFITTERS	labor/parts to replace bad light	41	06/05/2018	229.50	
Total 100525211242:					763.66	
100525211244						
100-525211-244 POLICE - REPAIR & MAINT	STREICHER'S	Supplies	11315128	05/18/2018	920.00	
Total 100525211244:					920.00	
100525211248						
100-525211-248 POLICE - REP & MAINT BUIL	MENARDS	Menards Acct 32120263	64658	05/26/2018	51.96	
Total 100525211248:					51.96	
100525211298						
100-525211-298 Racine County Contract	RACINE COUNTY	Racine County Communication Center Per Contract	3RD QTR 2018	06/11/2018	45,966.25	
Total 100525211298:					45,966.25	
100525211310						
100-525211-310 POLICE - OFF SUPP-POSTA	REINEMANS, INC.	Batteries	145299	05/31/2018	5.39	
100-525211-310 POLICE - OFF SUPP-POSTA	RICHTER'S MARKETPLACE	Richter's Marketplace - #1012 Police Dept	052518PD	05/25/2018	14.34	
100-525211-310 POLICE - OFF SUPP-POSTA	RICHTER'S MARKETPLACE	Richter's Marketplace - #1012 Police Dept	060618PD*	06/06/2018	4.37	
100-525211-310 POLICE - OFF SUPP-POSTA	RICHTER'S MARKETPLACE	Richter's Marketplace - #1012 Police Dept	060618PD**	06/06/2018	17.83	
100-525211-310 POLICE - OFF SUPP-POSTA	PITNEY BOWES	POLICE SUPPLIES	3306266270	06/01/2018	69.57	
100-525211-310 POLICE - OFF SUPP-POSTA	STAPLES BUSINESS ADVANTA	STAPLES POLICE DEPT	8050146402	06/02/2018	53.27	
Total 100525211310:					164.77	
100525211381						
100-525211-381 POLICE - INVESTIGATIONS	LANGUAGE LINE SERVICES, IN	OVER-THE -PHONE INTERPRETATION	4336860	05/31/2018	183.74	
100-525211-381 POLICE - INVESTIGATIONS	CITY OF RACINE	Celebrite Shared Usage	17265	06/04/2018	680.00	
100-525211-381 POLICE - INVESTIGATIONS	ACL LABORATORIES	ACL LAB 30002225-X661 POLICE DEPT	X661-201805-0	06/01/2018	13.80	
100-525211-381 POLICE - INVESTIGATIONS	TransUnion Risk & Alternative Dat	Account ID: 777966 May Billing	2018MAY	05/31/2018	25.00	
Total 100525211381:					902.54	

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100525211384						
100-525211-384 POLICE - CRIME PREVENTI	RICHTER'S MARKETPLACE	Torch Run - #1012 Police Dept	060618PD	06/06/2018	184.68	
100-525211-384 POLICE - CRIME PREVENTI	MINUTEMAN PRESS OF BURLI	PR Booth Banner/Cloth	34777	05/25/2018	401.17	
Total 100525211384:					585.85	
100525220242						
100-525220-242 FIRE - REPAIR & MAINT VE	BUMPER TO BUMPER BURLING	tire wet	1-343051	05/25/2018	12.00	
Total 100525220242:					12.00	
100525220244						
100-525220-244 FIRE - REPAIR MAINT EQUI	BENDLIN FIRE EQUIP. CO., INC.	Fire Dept (split)	98776	05/24/2018	116.75	
100-525220-244 FIRE - REPAIR MAINT EQUI	BENDLIN FIRE EQUIP. CO., INC.	Hoses 5" x 100"	98777	05/24/2018	2,460.00	
100-525220-244 FIRE - REPAIR MAINT EQUI	ALADDIN FIRE PROTECTION, L.	Hydrostatic Test of SCBA Cylinder	147532	05/23/2018	1,082.25	
Total 100525220244:					3,659.00	
100525220248						
100-525220-248 FIRE - REPAIR MAINT BLDG	ALSCO	ALSCO - FIRE DEPT CUSTOMER #012470	IMIL1333246	06/06/2018	78.34	
100-525220-248 FIRE - REPAIR MAINT BLDG	BENDLIN FIRE EQUIP. CO., INC.	Compressor Repair	98832	06/05/2018	210.00	
100-525220-248 FIRE - REPAIR MAINT BLDG	REINEMANS, INC.	Super glue	145734	06/06/2018	4.94	
Total 100525220248:					293.28	
100525220295						
100-525220-295 Medical Service/Supply	EMERGENCY MED. PRODUCTS	EMP Fire Dept Supplies	1991148	05/29/2018	238.25	
Total 100525220295:					238.25	
100525220310						
100-525220-310 FIRE - OFFICE SUPPLIES	Office Copying Equipment, LTD	Sharp MX-5070N (split)	AR57057	05/31/2018	15.50	
100-525220-310 FIRE - OFFICE SUPPLIES	REINEMANS, INC.	UPS	145734	06/06/2018	13.95	
100-525220-310 FIRE - OFFICE SUPPLIES	PITNEY BOWES	FIRE	3306266270	06/01/2018	69.57	
100-525220-310 FIRE - OFFICE SUPPLIES	MINUTEMAN PRESS OF BURLI	Fire Inspection Reports	34808	05/30/2018	168.35	
Total 100525220310:					267.37	
100525220389						
100-525220-389 FIRE - PROTECTIVE CLOTH	BENDLIN FIRE EQUIP. CO., INC.	Fire Dept (split)	98776	05/24/2018	540.00	
Total 100525220389:					540.00	
100525231298						
100-525231-298 BLDG INSP - CONTRACT	MUNICIPAL SERVICES, LLC	MUNICIPAL SERVICES INSPECTIONS	201844	05/30/2018	299.25	
100-525231-298 BLDG INSP - CONTRACT	Safebuilt, LLC	Code Enforcement - Site Visits	0045500-IN	05/31/2018	1,320.00	
Total 100525231298:					1,619.25	
100525231310						
100-525231-310 BLDG INSP - OPERATING S	STAPLES BUSINESS ADVANTA	STAPLES BLDG SUPPLIES	8050146402	06/02/2018	8.23	
Total 100525231310:					8.23	
100535321159						
100-535321-159 STREETS - CLOTHING ALL	ALSCO	ALSCO DPW (split) Customer # 074780	IMIL1330926	05/30/2018	34.69	
100-535321-159 STREETS - CLOTHING ALL	OLSEN SAFETY EQUIP. COR.	OLSEN SAFETY EQUIPMENT DPW (split)	0355243-IN	05/31/2018	45.68	

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Total 100535321159:					80.37	
100535321242						
100-535321-242 STREETS - REP MAINT VE	CHICO'S, LLC	Unit 52 - Strobe	1240	05/30/2018	150.00	
Total 100535321242:					150.00	
100535321248						
100-535321-248 STREETS REP & MAINT BL	ALSCO	ALSCO DPW (split) Customer # 074781	IMIL1330927	05/30/2018	12.81	
Total 100535321248:					12.81	
100535321261						
100-535321-261 STREETS - LIGHTING	OUTDOOR LIGHTING CONST IN	Repair - Veterans Terr Pole Knockdown	8128	05/24/2018	9,356.69	
Total 100535321261:					9,356.69	
100535321310						
100-535321-310 STREETS - OFF SUPP/POS	RICHTER'S MARKETPLACE	Richter's Marketplace - DPW(split)	053118DPW	05/31/2018	5.00	
100-535321-310 STREETS - OFF SUPP/POS	STAPLES BUSINESS ADVANTA	STAPLES STREET OFFICE SUPPLIES	8050146402	06/02/2018	34.48	
Total 100535321310:					39.48	
100535321350						
100-535321-350 STREETS - REP MAINT SUP	LANGE ENTERPRISES	LANGE ENTERPRISES- Signs	65536	05/29/2018	335.97	
100-535321-350 STREETS - REP MAINT SUP	RICHTER'S MARKETPLACE	Richter's Marketplace - DPW	053018DPW	05/30/2018	45.00	
100-535321-350 STREETS - REP MAINT SUP	BUMPER TO BUMPER BURLING	shop tools (split)	1-342857	05/22/2018	188.10	
100-535321-350 STREETS - REP MAINT SUP	BUMPER TO BUMPER BURLING	7-way RV Tester (split)	1-343396	06/01/2018	7.77	
100-535321-350 STREETS - REP MAINT SUP	BUMPER TO BUMPER BURLING	Finance Charge 1.5%	338602	02/25/2018	.95	
Total 100535321350:					577.79	
100545430298						
100-545430-298 ANIMAL SHELTER	WISCONSIN HUMANE SOCIETY	ANIMAL SHELTER CONTRACT	1127	06/01/2018	720.38	
Total 100545430298:					720.38	
100555551159						
100-555551-159 PARKS - CLOTHING	ALSCO	ALSCO DPW (split) Customer # 074780	IMIL1330926	05/30/2018	34.69	
100-555551-159 PARKS - CLOTHING	OLSEN SAFETY EQUIP. COR.	OLSEN SAFETY EQUIPMENT DPW (split)	0355243-IN	05/31/2018	216.98	
Total 100555551159:					251.67	
100555551211						
100-555551-211 PARKS - PHYSICALS	AURORA HEALTH CARE	Acct #600003826 Miller, Jack	162143189	05/14/2018	106.00	
Total 100555551211:					106.00	
100555551244						
100-555551-244 PARKS - REPAIR MAINT EQ	LOIS TIRE SHOP,INC.	LOIS TIRE - Unit 600	422375	05/29/2018	247.00	
Total 100555551244:					247.00	
100555551248						
100-555551-248 PARKS - REPAIR MAINT BL	ALSCO	ALSCO DPW (split) Customer # 074781	IMIL1330927	05/30/2018	6.40	
Total 100555551248:					6.40	

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10055551265						
100-555551-265	PARKS - FESTIVAL EXPENS	AMERICAN PUBLIC WORKS AS	Paws Coloring Books	748127	05/29/2018	71.95
Total 10055551265:					71.95	
10055551298						
100-555551-298	PARKS - OUTSIDE SERVICE	PATS SERVICES, INC	PATS SANITARY COMPOST SITE	A-159497	05/23/2018	100.00
100-555551-298	PARKS - OUTSIDE SERVICE	PATS SERVICES, INC	CITY OF BURLINGTON DOG PARK	A-159753	05/30/2018	80.00
Total 10055551298:					180.00	
10055551310						
100-555551-310	PARKS - OFFICE SUPP, PO	RICHTER'S MARKETPLACE	Richter's Marketplace - DPW(split)	053118DPW	05/31/2018	5.00
Total 10055551310:					5.00	
10055551350						
100-555551-350	PARKS - REPAIR/MTCE SUP	REINDERS INC	belts	1735728-00	05/24/2018	182.17
100-555551-350	PARKS - REPAIR/MTCE SUP	BUMPER TO BUMPER BURLING	shop tools (split)	1-342857	05/22/2018	188.10
100-555551-350	PARKS - REPAIR/MTCE SUP	BUMPER TO BUMPER BURLING	unit 107 - parts	1-343320	05/31/2018	38.66
100-555551-350	PARKS - REPAIR/MTCE SUP	BUMPER TO BUMPER BURLING	7-way RV Tester (split)	1-343396	06/01/2018	7.76
100-555551-350	PARKS - REPAIR/MTCE SUP	BUMPER TO BUMPER BURLING	Finance Charge 1.5%	338602	02/25/2018	.94
Total 10055551350:					417.63	
100565641298						
100-565641-298	PLAN COMM - CONTRACT S	GRAEF	Project No: 2018-1005.20 Funeral Home	0097371	04/26/2018	105.00
100-565641-298	PLAN COMM - CONTRACT S	GRAEF	Project No: 2018-1005.08 Black Hawk Dr	0097373	04/26/2018	1,955.25
100-565641-298	PLAN COMM - CONTRACT S	GRAEF	Project No: 2018-1005.10 US Cellular	0097374	04/26/2018	2,079.75
100-565641-298	PLAN COMM - CONTRACT S	GRAEF	Project No: 2017-1005.15 - Burl Manufacturing & Offi	0097719	05/21/2018	1,746.75
100-565641-298	PLAN COMM - CONTRACT S	GRAEF	Project No: 2018-1005.01	0097720	05/21/2018	825.64
100-565641-298	PLAN COMM - CONTRACT S	GRAEF	Project No: 2018-1005.02 Historic Preservation	0097721	05/21/2018	809.25
100-565641-298	PLAN COMM - CONTRACT S	GRAEF	Project No: 2018-1005.09	0097722	05/21/2018	388.50
100-565641-298	PLAN COMM - CONTRACT S	GRAEF	Project No: 2018-1005.12 Raptor Court	0097723	05/21/2018	735.00
100-565641-298	PLAN COMM - CONTRACT S	GRAEF	Project No: 2018-1005.13 Rojo	0097724	05/21/2018	972.75
100-565641-298	PLAN COMM - CONTRACT S	KAPUR & ASSOCIATES, INC.	18.0019.01 2018 Burlington Plan Review	94081	05/23/2018	1,100.00
100-565641-298	PLAN COMM - CONTRACT S	KAPUR & ASSOCIATES, INC.	18.0176.01 2018 BMOP Expansion Planning	94086	05/23/2018	1,093.50
Total 100565641298:					11,811.39	
100565641310						
100-565641-310	PLAN COMM - SUPPLIES, P	PITNEY BOWES	PLANNING	3306266270	06/01/2018	69.57
Total 100565641310:					69.57	
100575710295						
100-575710-295	CLEAN SWEEP	VEOLIA ES INDUSTRIAL SERVI	VEOLIA - CLEAN SWEEP	812153388	05/21/2018	33,432.71
Total 100575710295:					33,432.71	
251555511310						
251-555551-310	OFFICE SUPPLIES, POSTA	PITNEY BOWES	LIBRARY SUPPLIES	3306266270	06/01/2018	69.57
Total 251555511310:					69.57	
453565616823						
453-565616-823	2017 Pool Construction Proje	AYRES ASSOCIATES	Project 27-1051.06 Burlington Pool, Phase E	175033	06/08/2018	3,666.00

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Total 453565616823:					3,666.00	
453565616826						
453-565616-826	2017 Lewis Street Project	KAPUR & ASSOCIATES, INC.	17.0165.01 Lewis Street Wall	94089	05/23/2018	3,008.18
453-565616-826	2017 Lewis Street Project	ALL-WAYS CONTRACTORS, IN	Payment 2 for Lewis Street Wall	170165 (2)	05/30/2018	65,056.68
Total 453565616826:					68,064.86	
453565616830						
453-565616-830	Disaster Exenditure	STREICHER'S	.40 SW Training: 165gr	11316274	05/29/2018	1,597.50
Total 453565616830:					1,597.50	
465515132800						
465-515132-800	CITY ADMINISTRATOR	CivicPlus	Redesign Setup Fee 3 of 3 payments (split)	172887	05/31/2018	1,970.52
Total 465515132800:					1,970.52	
470535321800						
470-535321-800	Other Streets Projects	KAPUR & ASSOCIATES, INC.	18.0109.01 2018 Burlington Streets (split)	94079	05/23/2018	4,861.06
470-535321-800	Other Streets Projects	KAPUR & ASSOCIATES, INC.	18.0109.01 2018 Burlington Streets (split)	94080	05/23/2018	286.96
Total 470535321800:					5,148.02	
621181000						
621-181000	CONSTRUCTION IN PROGRESS	KAPUR & ASSOCIATES, INC.	18.0109.01 2018 Burlington Streets (split)	94079	05/23/2018	3,186.10
621-181000	CONSTRUCTION IN PROGRESS	KAPUR & ASSOCIATES, INC.	18.0109.01 2018 Burlington Streets (split)	94080	05/23/2018	188.08
Total 621181000:					3,374.18	
621575740159						
621-575740-159	CLOTHING ALLOWANCE	ALSCO	ALSCO WWTP (split) Cust # 012230	IMIL1330929	05/30/2018	83.10
621-575740-159	CLOTHING ALLOWANCE	ALSCO	ALSCO WWTP (split) Cust # 012230	IMIL1333256	06/06/2018	83.10
Total 621575740159:					166.20	
621575740240						
621-575740-240	FUEL, OIL AND LUBRICANT	REINEMANS, INC.	Oil1005 B&S SAE30 Oil	145223	05/30/2018	10.78
Total 621575740240:					10.78	
621575740242						
621-575740-242	REPAIR,MAINTENANCE VE	BUMPER TO BUMPER BURLING	parts (split)	1-342918	05/23/2018	30.46
Total 621575740242:					30.46	
621575740244						
621-575740-244	REPAIRS,MAINT EQUIPMEN	ALSCO	ALSCO WWTP (split) Cust # 012230	IMIL1330929	05/30/2018	13.44
621-575740-244	REPAIRS,MAINT EQUIPMEN	ALSCO	ALSCO WWTP (split) Cust # 012230	IMIL1333256	06/06/2018	13.44
621-575740-244	REPAIRS,MAINT EQUIPMEN	ALSCO	ALSCO WWTP Cust # 012231 (split)	IMIL1333257	06/06/2018	133.47
621-575740-244	REPAIRS,MAINT EQUIPMEN	MENARDS	Menards Acct 32120265 (split)	64475	05/24/2018	27.90
621-575740-244	REPAIRS,MAINT EQUIPMEN	VORPAGEL SERVICE INC.	Boiler Repairs	42736	05/21/2018	631.82
621-575740-244	REPAIRS,MAINT EQUIPMEN	BUMPER TO BUMPER BURLING	parts (split)	1-342918	05/23/2018	114.67
621-575740-244	REPAIRS,MAINT EQUIPMEN	Kaestner Auto Electric Co	WWTP FLAGS	316084	05/25/2018	115.00
Total 621575740244:					1,049.74	

GL Account and Title	Vendor Name	Description	Invoice Number	Invoice Date	Net Invoice Amount	Date Paid
621575740245						
621-575740-245 GROUND IMPROVEMENTS	MENARDS	Menards Acct 32120265 (split)	64475	05/24/2018	36.99	
621-575740-245 GROUND IMPROVEMENTS	BUMPER TO BUMPER BURLING	parts (split)	1-342918	05/23/2018	42.77	
621-575740-245 GROUND IMPROVEMENTS	GROVE OUTDOOR POWER LLC	Fuel Pump for mower #105	11796	06/06/2018	345.00	
Total 621575740245:					424.76	
621575740248						
621-575740-248 PLANT OPERATION	CUMMINS NPOWER,LLC	Service Call	F6-8794	03/23/2018	598.20	
621-575740-248 PLANT OPERATION	CUMMINS NPOWER,LLC	Service Call - 25KW Portable	F6-8795	03/23/2018	367.40	
621-575740-248 PLANT OPERATION	CUMMINS NPOWER,LLC	Service Call - 80KW Portable	F6-8796	03/23/2018	427.89	
621-575740-248 PLANT OPERATION	CUMMINS NPOWER,LLC	Service Call - Main L/S	F6-8797	03/23/2018	764.61	
621-575740-248 PLANT OPERATION	CUMMINS NPOWER,LLC	Service Call - State St L/S	F6-8798	03/23/2018	400.13	
Total 621575740248:					2,558.23	
621575740249						
621-575740-249 LABORATORY	ALSCO	ALSCO WWTP Cust # 012231 (split)	IMIL1333257	06/06/2018	93.35	
Total 621575740249:					93.35	
621575740298						
621-575740-298 CONTRACT SERVICE	SITZBERGER & COMPANY, S.C.	Interim Billing (split)	82373	05/31/2018	1,250.00	
Total 621575740298:					1,250.00	
621575740310						
621-575740-310 OFFICE SUPPLIES, POSTA	RICHTER'S MARKETPLACE	Richter's Marketplace - DPW(split)	053118DPW	05/31/2018	4.98	
621-575740-310 OFFICE SUPPLIES, POSTA	STAPLES BUSINESS ADVANTA	STAPLES WWTP OFFICE SUPPLIES	8050146402	06/02/2018	32.13	
Total 621575740310:					37.11	
622501070000						
622-501070-000 WORK IN PROGRESS	KAPUR & ASSOCIATES, INC.	18.0109.01 2018 Burlington Streets (split)	94079	05/23/2018	2,116.84	
622-501070-000 WORK IN PROGRESS	KAPUR & ASSOCIATES, INC.	18.0109.01 2018 Burlington Streets (split)	94080	05/23/2018	124.96	
622-501070-000 WORK IN PROGRESS	K&M WELDING AND FABRICATI	2018 pickup truck body work	1562	05/25/2018	19,684.02	
Total 622501070000:					21,925.82	
622506230000						
622-506230-000 SUPPLIES	WELDERS SUPPLY COMPANY	WELDERS SUPPLY- WATER DEPT	10005326	05/29/2018	48.19	
Total 622506230000:					48.19	
622506250000						
622-506250-000 MAINTENANCE-SUPPLIES	VORPAGEL SERVICE INC.	Service Call - pump house ac not working	42796	05/22/2018	243.17	
Total 622506250000:					243.17	
622506310000						
622-506310-000 CHEMICALS	HAWKINS, INC	LPC-4	4286862	05/23/2018	608.60	
622-506310-000 CHEMICALS	COMPASS MINERALS AMERICA	COARSE SOLAR SALT - BULK	266703	05/31/2018	4,179.66	
Total 622506310000:					4,788.26	
622509030000						
622-509030-000 OFFICE SUPPLIES	ALSCO	ALSCO DPW - Water Customer #025570	IMIL1330928	05/30/2018	33.71	
622-509030-000 OFFICE SUPPLIES	ALSCO	ALSCO DPW - Water Customer #025570	IMIL1333255	06/06/2018	33.71	
622-509030-000 OFFICE SUPPLIES	OLSEN SAFETY EQUIP. COR.	OLSEN SAFETY EQUIPMENT DPW (split)	0355243-IN	05/31/2018	34.26	

GL Account and Title	Vendor Name	Description	Invoice Number	Invoice Date	Net Invoice Amount	Date Paid
Total 622509030000:					101.68	
622509210000						
622-509210-000 OFFICE SUPPLY	RICHTER'S MARKETPLACE	Richter's Marketplace - DPW(split)	053118DPW	05/31/2018	5.00	
622-509210-000 OFFICE SUPPLY	PITNEY BOWES	WATER SUPPLIES	3306266270	06/01/2018	69.57	
Total 622509210000:					74.57	
622509230000						
622-509230-000 OUTSIDE SERVICES	SITZBERGER & COMPANY, S.C.	Interim Billing (split)	82373	05/31/2018	1,250.00	
Total 622509230000:					1,250.00	
622509260000						
622-509260-000 EMPLOYEE REIMBURSEME	AURORA HEALTH CARE	Acct #600003826 Bauman, Samantha	162621832	05/16/2018	106.00	
622-509260-000 EMPLOYEE REIMBURSEME	TRANS UNION LLC	TRANS UNION LLC Water Dept	05811162	05/25/2018	14.00	
Total 622509260000:					120.00	
622509330000						
622-509330-000 TRANSPORTATION-SUPPLI	CHICO'S, LLC	Parking brake switch	1291	06/01/2018	12.95	
Total 622509330000:					12.95	
622509350000						
622-509350-000 GENERAL PLANT-SUPPLIE	ALSCO	ALSCO DPW (split) Customer # 074781	IMIL1330927	05/30/2018	12.81	
Total 622509350000:					12.81	
623575740245						
623-575740-245 REPAIR,MAINTENANCE GR	F & W LANDSCAPE SPEC.	F & W LANDSCAPE AIRPORT CUTTING	243	06/01/2018	3,065.00	
Total 623575740245:					3,065.00	
623575740247						
623-575740-247 REPAIR,MAINTENANCE BUI	BURLINGTON DEVELOPMENT	new door locks for hangar door	030826	06/08/2018	1,683.00	
Total 623575740247:					1,683.00	
623575740298						
623-575740-298 CONTRACT SERVICES	BURLINGTON DEVELOPMENT	TIME WARNER	2018JUNE	06/01/2018	257.01	
623-575740-298 CONTRACT SERVICES	BURLINGTON DEVELOPMENT	Pat's Sanitary Service	2018JUNE	06/01/2018	35.97	
623-575740-298 CONTRACT SERVICES	BURLINGTON DEVELOPMENT	Outside Service - Cleaning	2018JUNE	06/01/2018	120.42	
623-575740-298 CONTRACT SERVICES	BURLINGTON DEVELOPMENT	pest control services	2018JUNE	06/01/2018	55.00	
Total 623575740298:					468.40	
623575740310						
623-575740-310 OPERATING SUPPLIES	BURLINGTON DEVELOPMENT	kitchen/hangar supplies	2018JUNE	06/01/2018	119.40	
Total 623575740310:					119.40	
623575740510						
623-575740-510 INSURANCE	ZAREK INSURANCE, INC.	ACE Airport Liab	7846	05/30/2018	2,155.00	
Total 623575740510:					2,155.00	

GL Account and Title	Vendor Name	Description	Invoice Number	Invoice Date	Net Invoice Amount	Date Paid
802525211392						
802-525211-392 MISC DONATIONS	RUSTIC ROAD LANDSCAPING L	Martin Square Payout	060518	06/05/2018	3,449.24	
Total 802525211392:					3,449.24	
Grand Totals:					265,162.32	

Dated: _____

Motion for Approval by: _____

Motion Seconded by: _____



DATE: June 19, 2018

SUBJECT: LICENSES - Approval of Operator's Licenses and Liquor License Renewals

SUBMITTED BY: Diahnn Halbach, City Clerk

BACKGROUND/HISTORY:

1. Operator's License Applications

The following applicants have submitted an application for an Operator's License for the 2018-2019 licensing year:

1. Angela Andrade
2. Kelly Andrews
3. Breeanna Bedford
4. Lee Bieneman
5. Brigitte Carlson
6. Kyle Crayton
7. Amanda DePatis
8. Christine Harris
9. Katherine Jarvis
10. Ann Maasch
11. Jessica Mayer
12. Dave Milatz
13. Abigail Miller
14. Reka Minnich
15. Emma Najera
16. Maria Orszula
17. Melissa Preuss
18. Jacob Reetz
19. Nicole Remer
20. Jonathon Ruisch
21. Elaine Sailors
22. Gael Salgado
23. Nicholas Sanders
24. Spencer Spuda
25. Ashley Stelmack
26. Daniel Thomas
27. Rebecca Thomsen
28. John Torville
29. Oguzhan Ucak
30. Joan Varick
31. Adam Walker

2. Renewal of a "Class B" Liquor License for the 2018-2019 licensing year

Business Name: Rugan's WI, Inc.

Trade Name: Rugan's

Address: 597 N. Pine Street

Agent: Nicole Hayes

Address: 2314 Anna Avenue, Twin Lakes, WI 53181

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.

RECOMMENDATION:

Staff recommends that Council approve the submitted applications.

TIMING/IMPLEMENTATION:

This item is scheduled for consideration at the June 19, 2018 Common Council meeting.



DATE: June 19, 2018

SUBJECT: LIQUOR LICENSES - Consideration to issue a "Class B" Liquor License to Moises Medina for Super Taco Moys, LLC located at 140 W. Chestnut Street.

SUBMITTED BY: Diahnn Halbach, City Clerk

BACKGROUND/HISTORY:

As a result of a lack of available "Class B" liquor licenses, City staff has implemented a policy in which new and existing businesses wishing to obtain this particular license, needs to follow. The purpose of this is to ensure a viable business plan is in place, which provides a good foundation to build a sustainable and successful business in the City of Burlington, as well as provide Council with the necessary data to make an informed decision for liquor license allocation.

This policy was implemented beginning with Gooseberries in 2017. Since then, any person wishing to acquire a "Class B" liquor license has gone through the same process including Burly Duck and Mercantile. Carolyn Engel, from the Racine County Economic Development Corporation (RCEDC), has the role to review the applicants financials and business plan and then provide Council with a recommendation.

The City of Burlington currently has two (2) "Class B" Liquor Licenses and one (1) "Class B" Reserve Liquor License. On April 5, 2018, Friendza LLC, owners of BJ Wentkers, closed their doors and will not be renewing the liquor license, which expires June 30, 2018. Also, El Burrito Loco sold their business and surrendered their liquor license back to the City on May 29, 2018. The new owners are not seeking to obtain a liquor license. In addition, on January 16, 2018, Council voted unanimously to revoke the "Class B" Reserve liquor license that was previously issued to MK Allen, Inc. dba The Burly Duck, due to inactivity.

On April 23, 2018, Moises Medina applied for a "Class B" Liquor License for his restaurant Super Taco Moys, located at 140 W. Chestnut Street. Notification of this application was published in the April 26, 2018 edition of the Standard Press. Carolyn Engel has met with Mr. Moises, reviewed his information and has provided a letter of recommendation, which is attached. Mr. Medina is here tonight to answer any questions that you may have.

BUDGET/FISCAL IMPACT:

The fee for the "Class B" liquor license is \$600.00. The "Class B" Reserve Liquor license is \$12,500, as it was originally purchased from the Town of Burlington for the same amount. Both licenses have an annual renewal fee of \$600.00. Mr. Moises is seeking to purchase a "Class B" liquor license in the amount of \$600.00.

RECOMMENDATION:

TIMING/IMPLEMENTATION:

This item is scheduled for consideration at the June 19, 2018 Common Council meeting.

Attachments

RCEDC Letter

June 11, 2018

Carina Walters
City of Burlington
300 N. Pine St.
Burlington, WI 53105

Dear Ms. Walters,

The purpose of this correspondence is to notify you that the staff of Racine County Economic Development Corporation (RCEDC) has reviewed the documentation provided for Super Taco Moy LLC and its owner, Moises Medina Carrillo.

The following documentation was provided for review:

- Verbal business plan presentation
- 2016 & 2017 Federal Tax Returns
- Current and historical business bank statements

Upon review of the documentation provided, and discussions with the owner, it is determined that Super Taco Moy LLC is a viable business for the following reasons.

- Established business in the Burlington community since 2015
- No recent findings or concerns through a public records check by staff
- A 52% increase in sales from 2016 to 2017

RCEDC finds Super Taco Moy to be a viable business and is in support of their business growth. The City of Burlington staff has requested we complete this review as they determine their recommendation for a liquor license to support the business expansion.

Should you have any additional questions for RCEDC, feel free to contact me at 898-7420.

Sincerely,

Carolyn Engel



COMMON COUNCIL REGULAR

ITEM NUMBER 10C

DATE: June 19, 2018

SUBJECT: LIQUOR LICENSE - Consideration to issue a "Class B" Liquor License to Brian Torgerson for BJ Wentkers located at 230 Milwaukee Avenue.

SUBMITTED BY: Diahnn Halbach, City Clerk

BACKGROUND/HISTORY:

As a result of a lack of available "Class B" liquor licenses, City staff has implemented a policy in which new and existing businesses wishing to obtain this particular license, needs to follow. The purpose of this is to ensure a viable business plan is in place, which provides a good foundation to build a sustainable and successful business in the City of Burlington, as well as provide Council with the necessary data to make an informed decision for liquor license allocation.

This policy was implemented beginning with Gooseberries in 2017. Since then, any person wishing to acquire a "Class B" liquor license has gone through the same process including Burly Duck and Mercantile. Carolyn Engel, from the Racine County Economic Development Corporation (RCEDC), has the role to review the applicants financials and business plan and then provide Council with a recommendation.

The City of Burlington currently has two (2) "Class B" Liquor Licenses and one (1) "Class B" Reserve Liquor License. On April 5, 2018, Friendza LLC, owners of BJ Wentkers, closed their doors and will not be renewing their liquor license, which expires June 30, 2018. Also, El Burrito Loco sold their business and surrendered their liquor license back to the City on May 29, 2018. The new owners are not seeking to obtain a liquor license. In addition, on January 16, 2018, Council voted unanimously to revoke the "Class B" Reserve liquor license that was previously issued to MK Allen, Inc. dba The Burly Duck, due to inactivity.

On May 16, 2018, Brian Torgerson applied for a "Class B" Liquor License for BJ Wentkers located at 230 Milwaukee Avenue. Notification of this application was published in the May 24, 2018 edition of the Standard Press. Carolyn Engel has had contact with Mr. Torgerson and has provided a recommendation based on the information submitted, which is attached. Mr. Torgerson is here this evening to answer any questions that you may have.

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:

TIMING/IMPLEMENTATION:

This item is scheduled for consideration at the June 19, 2018 Common Council meeting.

Attachments

Torgerson Business Plan

RCEDC Letter

Bj Wentkers Business Plan

My plan to operate is at this time I will open the doors as a cocktail lounge without food operations until such a time as I can acquire a chef with experience. At this time the property is currently listed by Bear realty for lease. My plan is to have it open so possible lessees can come in and see the working establishment and hopefully we can lease it out. I may or may not partner with them that will be addressed at a further date.

My business experience is I am an owner operator of a furniture business in Delavan and an owner operator of the Venture Inn Bar/Eatery in the town of Burlington.

I do not offer financial projections as they are variable do to the unknown of when the kitchen will reopen.

I have attached my financial statement for your review as well.

The last item asked for is a budget I have never operated under a budget system as I have always had the funds to back my investments and they have always been very successful for me.

Sincerely,

A handwritten signature in black ink, appearing to read 'Brian James Torgerson', with a long horizontal line extending to the right.

Brian James Torgerson

MEMORANDUM

TO: CARINA WALTERS, CITY OF BURLINGTON ADMINISTRATOR

FROM: CAROLYN ENGEL, BUSINESS FINANCE MANAGER

RE: BRIAN JAMES TORGERSON - LIQUOR LICENSE APPLICATION

DATE: JUNE 7, 2018

REQUEST

The purpose of this memo is to notify you that the staff of Racine County Economic Development Corporation (RCEDC) has reviewed the documentation provided as part of the liquor license application for Brian James Torgerson dba B.J. Wentkers. Upon review of the documentation, RCEDC staff is providing comments on the limited information received.

As part of the liquor license application, this applicant provided the following documentation on the proposed business:

- A limited Business Plan
- One Page of Mr. Torgerson's 2016 Personal Tax Return
- One Page of Mr. Torgerson's 2016 Tax Return for Brian Torgerson & Ellen Valdez LLC
- One Page of Mr. Torgerson's Personal Financial Statement

With the information provided, the review was completed with the following limitations:

- The Business Plan was not complete including clarification on whether Mr. Torgerson would be sole owner and operator of the establishment (references in the plan were both 'I' and 'our'), if and when the business would grow beyond being a bar and no financial projections were provided to demonstrate projected revenues, expenses and profits. Also missing was any start up budget planned to begin the business.
- Limiting personal financial information was provided as described above, including the schedules typically attached to a personal financial statement which would provide more detail to the information being provided, the date of the report and a signature from the individual supplying the information. With that limitation, the personal liquidity of this individual appears strong and it is likely he can personally support a small business.
- Limited information was provided on Brian Torgerson & Ellen Valdez LLC which RCEDC understands to be the business operating as the Venture Inn. Based upon the limited information provided, the business appears profitable.
- Information on other businesses owned was not provided (financial and full names of corporations) which would allow for a global review of financial performance as well as a review of public records for any concerns.

SUMMARY

Based on the information provided, RCEDC staff is not able to complete a full review of the proposed permanent business planned for this location. Given the assumed personal liquidity of this applicant and with the limited information provided, including a similar profitable bar establishment, RCEDC staff assumes this individual could support the proposed bar.



DATE: June 19, 2018

SUBJECT: SPECIAL EVENTS

SUBMITTED BY: Diahnn Halbach, City Clerk

BACKGROUND/HISTORY:

A Special Event Permit is required for any planned extraordinary occurrence on the public right-of-way or public premises, including but not limited to parades, processions, bicycle or foot races, and festivals. Prior to Council approval, applications must be approved by the Police Department, Fire Department, Department of Public Works, Building Inspection, and Health Department if food is being served.

The following application(s) have been submitted for approval of a Special Event Permit:

Date: **July 27-28, 2018**

Organization: Burlington Chamber of Commerce

Event: Maxwell Street Days, Duck Race, and Car Show

Location: Citywide including downtown and Wehmhoff Square Park

Time: 9:00 a.m. to 6:00 p.m.

Anticipated Attendance: 2000

BUDGET/FISCAL IMPACT:

There is no fee to apply for a Special Event Permit, however, the applicant shall pay a fee based on a rate as set by the Common Council per man-hour for City services as determined in the application review and approval process. These costs will be assessed on an individual basis and billed directly to the applicant by the corresponding department.

RECOMMENDATION:

Staff recommends that Council approve the Special Event applications as submitted.

TIMING/IMPLEMENTATION:

This item is scheduled for final consideration at the June 5, 2018 Common Council meeting.

Attachments

Special Event Permit



Special Event Permit Application

Date of Application: March 19, 2018

Permit Number: _____

SUMMARY OF EVENT

Event Title: Maxwell Street Day Date of Event: July 27+28, 2018 (Fri/Sat)

Event Location: Citywide including Downtown Wetherhoff Square Park

Nature of Event: Festival Parade Bike Race/Ride Foot Race/Run March/Processional
 Rally Circus Demonstration Other: Maxwell St Sidewalk sales events

Site Plan Requirement: All applicants are required to submit a detailed Site Plan/Map. Site plans/maps must include location, any street closures, barricades, race/parade routes, stages, alcohol sale location, tents, etc.

Certificate of Insurance must be attached before permit can be issued.

Description of Event: Describe what you are planning so that reviewing officials can determine whether city services will be needed.

Duck Race from near Echo Lake Dam to just in front of Bridge at Charcoal Grill Restaurant
Request N. Pine Street from Fluggys to Chase Bank closed Saturday July 28 from 7 am to 2 pm - vehicles displayed

Anticipated Attendance (participants, staff, vendors, crowd, etc.): 2000

Is this a multi-day event? Yes No

If so, how many days? 2

Start Date: July 27 End Date: July 28

EVENT ORGANIZER INFORMATION

Applicant Name: Burlington Area Chamber of Commerce / Jan Ludtke

Group Represented: Maxwell Street Day Committee

Address: 113 E Chestnut St.

Phone: 262-763-6044 Email: jludtke@burlingtonchamber.org

Person In Charge of Event: Stephen Quist

On-Site Contact: Jan Ludtke On-Site Phone: 262 210 1071

Billing Address: 113 E Chestnut St

DETAILED EVENT INFORMATION

Event Set Up Date: Friday, July 27, '18 Time: 7 a.m.

Start Time For Event: 9 a.m. a.m./p.m. End Time For Event: -6 a.m./p.m.

Alcohol Being Served*? Yes No Licensed Agent: _____
 *An application for a Temporary Class "B"/"Class B" Retailer's License must be submitted and approved to serve alcohol.

Barricades Needed*? Yes No Amount Needed & Locations: cones to reserve parking stall for food trucks if applicable
 *This may result in a fee

Will A Temporary Structure or Tent Be On-Site? Yes No Does the Tent have Sidewalls? Yes No

Police Services Requested*? Yes No

Hours & Dates Police Services Needed: Not formally; may monitor park during event as in prior years
 *This may result in a fee

Trash Receptacles Needed*? Yes No Amount Needed & Locations: Trash barrels s/b available from Farmer's Market.
 *This may result in a fee

Person(s) Responsible for Clean Up After the Event: Burlington Area Chamber of Commerce

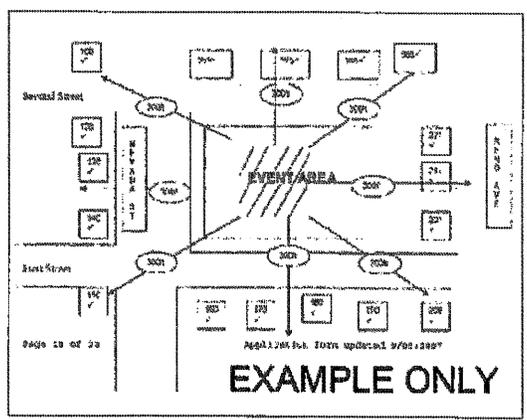
Picnic Tables Needed*? Yes No Amount Needed & Locations: Approximate 12 in Wehrhoff Square
 *This may result in a fee

Will Your Event Involve Live Performances, Loud Speakers or a DJ*? Yes No
 *Per Section 219-2A(7) of the Municipal Code, loudspeaker or sound-amplifying devices shall not be used between the hours of 10 PM to 8 AM and privileges may be revoked if the volume becomes a nuisance.

IMPACTED NEIGHBOR NOTIFICATION

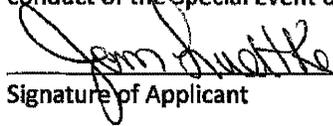
The Event Organizer shall notify all residences and businesses within any street closure or lane restriction area of the upcoming event. Notification shall include the following information:

- Event name
- Dates and times of event
- A brief description of the event
- Any closure areas
- Where attendees will be parking



AFFIDAVIT OF APPLICANT

I, the undersigned applicant, or authorized agent thereof, swear or affirm that the matters stated in the foregoing application are true and correct upon my personal knowledge and information for the purpose of requesting the City of Burlington to approve the Special Event and other permits herein applied for, that I am qualified and eligible to obtain the permit applied for and agree to pay all fees, to meet all requirements and any additional regulations, conditions, or restrictions set forth in the permit and to comply with the laws of the City of Burlington in the conduct of the Special Event described herein.

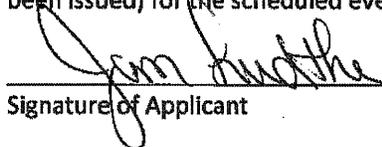


Signature of Applicant

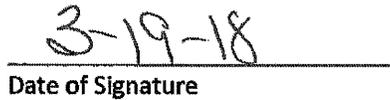


Date of Signature

I/We, the undersigned, agree to abide by all City Ordinances and the rules and regulations which are made part of this permit application and hereby release, discharge, hold harmless and agree to defend the City of Burlington, its officers, agents, and employees from and against any and all loss that may arise out of or result from, in any way, in whole or in part, the scheduled event, the conduct or actions of any individual participating in or attending the scheduled event, the issuance of the Road Closing Permit or the closing of any road (whether or not a Permit has been issued) for the scheduled event.



Signature of Applicant



Date of Signature



COMMON COUNCIL REGULAR**ITEM NUMBER 14A**

DATE: June 19, 2018**SUBJECT:** **RESOLUTION 4907(9)** - Approval of the 2017 Compliance Maintenance Annual Report (CMAR) for the Burlington Wastewater Utility.**SUBMITTED BY:** Peter Riggs, Director of Public Works

BACKGROUND/HISTORY:

The Compliance Maintenance Annual Report (CMAR) is required by the Wisconsin Department of Natural Resources (DNR) to ensure the City's Wastewater Utility is in compliance with the permit issued by the DNR. The CMAR is a self-evaluation tool that promotes the owner's awareness and responsibility for wastewater collection and treatment needs, measures the performance of wastewater treatment during a calendar year, and assesses its level of compliance with permit requirements. This report, which is required to be completed and submitted annually, must be reviewed and approved by the Common Council and the DNR.

The purpose of the CMAR is to evaluate the wastewater treatment system for problems or deficiencies. Owners identify proposed actions to prevent violations of WPDES permits and water quality degradation. The CMAR program also encourages actions that promote awareness and responsibility for wastewater collection, treatment needs that maximize the useful life of wastewater treatment systems through improved operation and maintenance, and formal planning, design and construction for system upgrades.

The 2017 CMAR grade point average for the Burlington Wastewater Utility was 4.0, based on a 4.0-point grading system. The City of Burlington Wastewater Utility has received a 4.0 score on the CMAR seven times since 2007, demonstrating a history of excellence and professionalism in wastewater treatment. The City's Wastewater treatment plant and collection system are in full compliance with our WPDES permit. The Wastewater Utility strives year round to achieve a high level of quality in wastewater treatment and we are proud to submit this excellent report.

BUDGET/FISCAL IMPACT:

None.

RECOMMENDATION:

Staff recommends that the Common Council approve the resolution for the 2017 CMAR.

TIMING/IMPLEMENTATION:

This item is scheduled for discussion at the June 19, 2018 Committee of the Whole meeting. Due to timing requirements for DNR submittal, this item is scheduled for final consideration at the Common Council meeting on June 19, 2018 as well.

Attachments

RES 4907(9)

2017 CMAR

RESOLUTION NO. 4907(9)
Introduced by: Committee of the Whole

**A RESOLUTION APPROVING THE 2017 COMPLIANCE MAINTENANCE ANNUAL REPORT
(CMAR)**

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

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

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

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

NOW, THEREFORE, BE IT RESOLVED that the Common Council of the City of Burlington has reviewed and approved the 2017 CMAR. A copy of which is attached hereto.

Introduced: June 19, 2018
Adopted:

Jeannie Hefty, Mayor

Attest:

Diahn Halbach, City Clerk

Compliance Maintenance Annual Report

Burlington Water Pollution Control

Last Updated: Reporting For:
5/17/2018 2017

Grading Summary

WPDES No: 0022926

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

Notes:

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

Compliance Maintenance Annual Report

Burlington Water Pollution Control

Last Updated: Reporting For:
5/14/2018 **2017**

Influent Flow and Loading

1. Monthly Average Flows and (C)BOD Loadings

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

Outfall No. 701	Influent Monthly Average Flow, MGD	x	Influent Monthly Average (C)BOD Concentration mg/L	x	8.34	=	Influent Monthly Average (C)BOD Loading, lbs/day
January	2.6592	x	273	x	8.34	=	6,056
February	2.6313	x	298	x	8.34	=	6,541
March	2.7805	x	333	x	8.34	=	7,728
April	3.3799	x	280	x	8.34	=	7,887
May	3.4290	x	274	x	8.34	=	7,832
June	3.0556	x	280	x	8.34	=	7,129
July	5.5819	x	183	x	8.34	=	8,503
August	3.6070	x	244	x	8.34	=	7,352
September	2.9928	x	258	x	8.34	=	6,428
October	2.9132	x	244	x	8.34	=	5,918
November	2.8136	x	292	x	8.34	=	6,844
December	2.6480	x	248	x	8.34	=	5,484

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

2.1 Verify the design flow and loading for your facility.

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

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

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

3

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Burlington Water Pollution Control

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3. Flow Meter

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

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

No

If No, please explain:

4. Sewer Use Ordinance

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

- Yes
 No

If No, please explain:

4.2 Was it necessary to enforce the ordinance?

- Yes
 No

If Yes, please explain:

5. Septage Receiving

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

- | | | |
|--------------------------------------|--------------------------------------|--------------------------------------|
| Septic Tanks | Holding Tanks | Grease Traps |
| <input checked="" type="radio"/> Yes | <input checked="" type="radio"/> Yes | <input checked="" type="radio"/> Yes |
| <input type="radio"/> No | <input type="radio"/> No | <input type="radio"/> No |

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

- Septic Tanks
 Yes gallons

No

- Holding Tanks
 Yes gallons

No

- Grease Traps
 Yes gallons

No

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

6. Pretreatment

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

- Yes
 No

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

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

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Yes

No

If yes, describe the types of wastes received and any procedures or other restrictions that were in place to protect the facility from the discharge of hauled industrial wastes.

Landfill leachate, cleaning solution waste, industrial waste.

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

Compliance Maintenance Annual Report

Burlington Water Pollution Control

Last Updated: Reporting For:
5/14/2018 **2017**

Effluent Quality and Plant Performance (BOD/CBOD)

1. Effluent (C)BOD Results

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

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

* Equals limit if limit is <= 10

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

0

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

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

2. Flow Meter Calibration

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

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

No

If No, please explain:

3. Treatment Problems

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

4. Other Monitoring and Limits

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

Yes

No

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

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

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Effluent Quality and Plant Performance (Total Suspended Solids)

1. Effluent Total Suspended Solids Results

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

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

* Equals limit if limit is <= 10

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

0

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

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

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

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

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Burlington Water Pollution Control

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Effluent Quality and Plant Performance (Ammonia - NH3)

1. Effluent Ammonia Results

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

Outfall No. 001	Monthly Average NH3 Limit (mg/L)	Weekly Average NH3 Limit (mg/L)	Effluent Monthly Average NH3 (mg/L)	Monthly Permit Limit Exceedance	Effluent Weekly Average for Week 1	Effluent Weekly Average for Week 2	Effluent Weekly Average for Week 3	Effluent Weekly Average for Week 4	Weekly Permit Limit Exceedance
January									
February									
March									
April									
May									
June									
July									
August									
September									
October	13		.143266667	0					
November									
December									
Points per each exceedance of Monthly average:									10
Exceedances, Monthly:									0
Points:									0
Points per each exceedance of weekly average (when there is no monthly average):									2.5
Exceedances, Weekly:									0
Points:									0
Total Number of Points									0

0

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

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

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

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Last Updated: Reporting For:
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Effluent Quality and Plant Performance (Phosphorus)

1. Effluent Phosphorus Results

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

Outfall No. 001	Monthly Average phosphorus Limit (mg/L)	Effluent Monthly Average phosphorus (mg/L)	Months of Discharge with a Limit	Permit Limit Exceedance
January	1	0.683	1	0
February	1	0.401	1	0
March	1	0.378	1	0
April	1	0.487	1	0
May	1	0.651	1	0
June	1	0.540	1	0
July	1	0.364	1	0
August	1	0.432	1	0
September	1	0.292	1	0
October	1	0.337	1	0
November	1	0.463	1	0
December	1	0.360	1	0
Months of Discharge/yr			12	
Points per each exceedance with 12 months of discharge:				10
Exceedances				0
Total Number of Points				0

0

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

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

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

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

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Biosolids Quality and Management

1. Biosolids Use/Disposal

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

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

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

1.1.1 If you checked Other, please describe:

2. Land Application Site

2.1 Last Year's Approved and Active Land Application Sites

2.1.1 How many acres did you have?

741 acres

2.1.2 How many acres did you use?

183 acres

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

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

Yes (30 points)

No

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

Yes

No (10 points)

N/A

3. Biosolids Metals

Number of biosolids outfalls in your WPDES permit:

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

Outfall No. 004 - Liquid Sludge

Parameter	80% of Limit	H.Q. Limit	Ceiling Limit	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	80% Value	High Quality	Ceiling
Arsenic		41	75	3.6			4.3				2.5		5.2				0	0
Cadmium		39	85	1.3			1.8				.99		1.2				0	0
Copper		1500	4300	770			730				630		720				0	0
Lead		300	840	43			36				34		40				0	0
Mercury		17	57	1.2			.66				.92		.62				0	0
Molybdenum	60		75	20			19				14		16			0		0
Nickel	336		420	44			42				39		45			0		0
Selenium	80		100	5.6			3.1				2.6		5.6			0		0
Zinc		2800	7500	900			880				700		840				0	0

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

Exceedence Points

0 (0 Points)

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

0

4. Pathogen Control (per outfall):

4.1 Verify the following information. If any information is incorrect, use the Report Issue button under the Options header in the left-side menu.

Outfall Number:	004
Biosolids Class:	B
Bacteria Type and Limit:	Fecal Coliform
Sample Dates:	01/01/2017 - 12/31/2017
Density:	34,554
Sample Concentration Amount:	CFU/G TS
Requirement Met:	Yes
Land Applied:	Yes
Process:	
Process Description:	

Outfall Number:	004
Biosolids Class:	B
Bacteria Type and Limit:	Fecal Coliform
Sample Dates:	01/01/2017 - 03/31/2017
Density:	34,554
Sample Concentration Amount:	CFU/G TS
Requirement Met:	Yes
Land Applied:	No
Process:	
Process Description:	

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Outfall Number:	004
Biosolids Class:	B
Bacteria Type and Limit:	Fecal Coliform
Sample Dates:	04/01/2017 - 06/30/2017
Density:	18,658
Sample Concentration Amount:	CFU/G TS
Requirement Met:	Yes
Land Applied:	Yes
Process:	
Process Description:	

Outfall Number:	004
Biosolids Class:	B
Bacteria Type and Limit:	Fecal Coliform
Sample Dates:	07/01/2017 - 09/30/2017
Density:	1,424
Sample Concentration Amount:	CFU/G TS
Requirement Met:	Yes
Land Applied:	Yes
Process:	
Process Description:	

Outfall Number:	004
Biosolids Class:	B
Bacteria Type and Limit:	Fecal Coliform
Sample Dates:	10/01/2017 - 12/31/2017
Density:	2,373
Sample Concentration Amount:	CFU/G TS
Requirement Met:	Yes
Land Applied:	Yes
Process:	
Process Description:	

4.2 If exceeded Class B limit or did not meet the process criteria at the time of land application.

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

Yes (40 Points)

No

If yes, what action was taken?

5. Vector Attraction Reduction (per outfall):

5.1 Verify the following information. If any of the information is incorrect, use the Report Issue button under the Options header in the left-side menu.

0

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Outfall Number:	004
Method Date:	12/31/2017
Option Used To Satisfy Requirement:	Injection when land apply
Requirement Met:	Yes
Land Applied:	Yes
Limit (if applicable):	
Results (if applicable):	

Outfall Number:	004
Method Date:	03/31/2017
Option Used To Satisfy Requirement:	Injection when land apply
Requirement Met:	Yes
Land Applied:	No
Limit (if applicable):	
Results (if applicable):	

Outfall Number:	004
Method Date:	06/30/2017
Option Used To Satisfy Requirement:	Injection when land apply
Requirement Met:	Yes
Land Applied:	Yes
Limit (if applicable):	
Results (if applicable):	

Outfall Number:	004
Method Date:	09/30/2017
Option Used To Satisfy Requirement:	Injection when land apply
Requirement Met:	Yes
Land Applied:	Yes
Limit (if applicable):	
Results (if applicable):	

Outfall Number:	004
Method Date:	12/31/2017
Option Used To Satisfy Requirement:	Injection when land apply
Requirement Met:	Yes
Land Applied:	Yes
Limit (if applicable):	
Results (if applicable):	

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

Yes (40 Points)

No

If yes, what action was taken?

6. Biosolids Storage

0

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

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

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Last Updated: Reporting For:
5/14/2018 2017

Staffing and Preventative Maintenance (All Treatment Plants)

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

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Preventative maintenance tasks are detailed on Work Orders that are generated on a weekly basis. All plant equipment (pumps, blowers, vehicles, safety equipment, etc.) have tasks which include weekly, bi-weekly, monthly, quarterly, semi-annual and annual maintenance.

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

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Last Updated: Reporting For:

5/14/2018

2017

Operator Certification and Education

1. Operator-In-Charge

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

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

Name:

DONALD T HEFTY

Certification No:

35175

0

2. Certification Requirements

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

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

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

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

0

3. Succession Planning

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

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

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

0

4. Continuing Education Credits

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4.1 If you had a designated operator-in-charge, was the operator-in-charge earning Continuing Education Credits at the following rates? OIT and Basic Certification: <input type="radio"/> Averaging 6 or more CECs per year. <input type="radio"/> Averaging less than 6 CECs per year. Advanced Certification: <input checked="" type="radio"/> Averaging 8 or more CECs per year. <input type="radio"/> Averaging less than 8 CECs per year.	
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Total Points Generated	0
Score (100 - Total Points Generated)	100
Section Grade	A

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Financial Management

<p>1. Provider of Financial Information</p> <p>Name: <input style="width: 80%;" type="text" value="Steve DeQuaker, Treasurer"/></p> <p>Telephone: <input style="width: 30%;" type="text" value="(262) 342-1170"/> (XXX) XXX-XXXX</p> <p>E-Mail Address (optional): <input style="width: 80%;" type="text" value="sdequaker@burlington-wi.gov"/></p>																		
<p>2. Treatment Works Operating Revenues</p> <p>2.1 Are User Charges or other revenues sufficient to cover O&M expenses for your wastewater treatment plant AND/OR collection system ?</p> <ul style="list-style-type: none"> <input checked="" type="radio"/> Yes (0 points) <input type="radio"/> No (40 points) <p>If No, please explain:</p> <div style="border: 1px solid black; height: 20px; width: 100%;"></div> <p>2.2 When was the User Charge System or other revenue source(s) last reviewed and/or revised? Year: <input style="width: 20%;" type="text" value="2017"/></p> <ul style="list-style-type: none"> <input checked="" type="radio"/> 0-2 years ago (0 points) <input type="radio"/> 3 or more years ago (20 points) <input type="radio"/> N/A (private facility) <p>2.3 Did you have a special account (e.g., CWFP required segregated Replacement Fund, etc.) or financial resources available for repairing or replacing equipment for your wastewater treatment plant and/or collection system?</p> <ul style="list-style-type: none"> <input checked="" type="radio"/> Yes (0 points) <input type="radio"/> No (40 points) 	0																	
REPLACEMENT FUNDS [PUBLIC MUNICIPAL FACILITIES SHALL COMPLETE QUESTION 3]																		
<p>3. Equipment Replacement Funds</p> <p>3.1 When was the Equipment Replacement Fund last reviewed and/or revised? Year: <input style="width: 20%;" type="text" value="2017"/></p> <ul style="list-style-type: none"> <input checked="" type="radio"/> 1-2 years ago (0 points) <input type="radio"/> 3 or more years ago (20 points) <input type="radio"/> N/A <p>If N/A, please explain:</p> <div style="border: 1px solid black; height: 20px; width: 100%;"></div>																		
<p>3.2 Equipment Replacement Fund Activity</p> <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 60%;">3.2.1 Ending Balance Reported on Last Year's CMAR</td> <td style="width: 5%;"></td> <td style="width: 5%; text-align: right;">\$</td> <td style="width: 30%; text-align: right;"><input style="width: 90%;" type="text" value="238,195.78"/></td> </tr> <tr> <td>3.2.2 Adjustments - if necessary (e.g. earned interest, audit correction, withdrawal of excess funds, increase making up previous shortfall, etc.)</td> <td style="text-align: center;">+</td> <td style="text-align: right;">\$</td> <td style="text-align: right;"><input style="width: 90%;" type="text" value="0.00"/></td> </tr> <tr> <td>3.2.3 Adjusted January 1st Beginning Balance</td> <td></td> <td style="text-align: right;">\$</td> <td style="text-align: right;"><input style="width: 90%;" type="text" value="238,195.78"/></td> </tr> <tr> <td>3.2.4 Additions to Fund (e.g. portion of User Fee, earned interest, etc.)</td> <td style="text-align: center;">+</td> <td style="text-align: right;">\$</td> <td style="text-align: right;"><input style="width: 90%;" type="text" value="5,852.67"/></td> </tr> </table>	3.2.1 Ending Balance Reported on Last Year's CMAR		\$	<input style="width: 90%;" type="text" value="238,195.78"/>	3.2.2 Adjustments - if necessary (e.g. earned interest, audit correction, withdrawal of excess funds, increase making up previous shortfall, etc.)	+	\$	<input style="width: 90%;" type="text" value="0.00"/>	3.2.3 Adjusted January 1st Beginning Balance		\$	<input style="width: 90%;" type="text" value="238,195.78"/>	3.2.4 Additions to Fund (e.g. portion of User Fee, earned interest, etc.)	+	\$	<input style="width: 90%;" type="text" value="5,852.67"/>		
3.2.1 Ending Balance Reported on Last Year's CMAR		\$	<input style="width: 90%;" type="text" value="238,195.78"/>															
3.2.2 Adjustments - if necessary (e.g. earned interest, audit correction, withdrawal of excess funds, increase making up previous shortfall, etc.)	+	\$	<input style="width: 90%;" type="text" value="0.00"/>															
3.2.3 Adjusted January 1st Beginning Balance		\$	<input style="width: 90%;" type="text" value="238,195.78"/>															
3.2.4 Additions to Fund (e.g. portion of User Fee, earned interest, etc.)	+	\$	<input style="width: 90%;" type="text" value="5,852.67"/>															

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3.2.5 Subtractions from Fund (e.g., equipment replacement, major repairs - use description box 3.2.6.1 below*) -

\$ 14,252.00

3.2.6 Ending Balance as of December 31st for CMAR Reporting Year

\$ 229,796.45

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

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

Scum pump station grinder pumps replacement.
Final scum pump replacement.

3.3 What amount should be in your Replacement Fund? \$ 205,000.00

0

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

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

- Yes
- No

If No, please explain.

4. Future Planning

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

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

Project #	Project Description	Estimated Cost	Approximate Construction Year
1	Phosphorus reduction project.	50000	2020
2	Phosphorus Treatment Compliance Schedule.	5000000	2024

5. Financial Management General Comments

ENERGY EFFICIENCY AND USE

6. Collection System

6.1 Energy Usage

6.1.1 Enter the monthly energy usage from the different energy sources:

COLLECTION SYSTEM PUMPAGE: Total Power Consumed

Number of Municipally Owned Pump/Lift Stations:

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	Electricity Consumed (kWh)	Natural Gas Consumed (therms)
January	42,539	909
February	41,372	913
March	40,450	903
April	44,907	296
May	44,502	88
June	40,759	0
July	89,364	32
August	47,813	0
September	44,280	1
October	36,402	0
November	38,184	362
December	44,292	818
Total	554,864	4,322
Average	46,239	480

6.1.2 Comments:

6.2 Energy Related Processes and Equipment

6.2.1 Indicate equipment and practices utilized at your pump/lift stations (Check all that apply):

- Comminution or Screening
- Extended Shaft Pumps
- Flow Metering and Recording
- Pneumatic Pumping
- SCADA System
- Self-Priming Pumps
- Submersible Pumps
- Variable Speed Drives
- Other:

6.2.2 Comments:

6.3 Has an Energy Study been performed for your pump/lift stations?

- No
- Yes

Year:

By Whom:

Describe and Comment:

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6.4 Future Energy Related Equipment

6.4.1 What energy efficient equipment or practices do you have planned for the future for your pump/lift stations?

LED lighting; possible addition of VFD's.

7. Treatment Facility

7.1 Energy Usage

7.1.1 Enter the monthly energy usage from the different energy sources:

TREATMENT PLANT: Total Power Consumed/Month

	Electricity Consumed (kWh)	Total Influent Flow (MG)	Electricity Consumed/Flow (kWh/MG)	Total Influent BOD (1000 lbs)	Electricity Consumed/Total Influent BOD (kWh/1000lbs)	Natural Gas Consumed (therms)
January	174,442	82.44	2,116	187.74	929	6,672
February	150,557	73.68	2,043	183.15	822	6,789
March	138,374	86.20	1,605	239.57	578	7,254
April	176,235	101.40	1,738	236.61	745	4,909
May	129,203	106.30	1,215	242.79	532	3,989
June	163,006	91.67	1,778	213.87	762	1,224
July	161,612	173.04	934	263.59	613	1,857
August	163,908	111.82	1,466	227.91	719	1,043
September	172,747	89.78	1,924	192.84	896	913
October	137,365	90.31	1,521	183.46	749	1,457
November	166,525	84.41	1,973	205.32	811	5,977
December	146,155	82.09	1,780	170.00	860	10,136
Total	1,880,129	1,173.14		2,546.85		52,220
Average	156,677	97.76	1,674	212.24	751	4,352

7.1.2 Comments:

7.2 Energy Related Processes and Equipment

7.2.1 Indicate equipment and practices utilized at your treatment facility (Check all that apply):

- Aerobic Digestion
- Anaerobic Digestion
- Biological Phosphorus Removal
- Coarse Bubble Diffusers
- Dissolved O2 Monitoring and Aeration Control
- Effluent Pumping
- Fine Bubble Diffusers
- Influent Pumping
- Mechanical Sludge Processing
- Nitrification
- SCADA System
- UV Disinfection
- Variable Speed Drives
- Other:

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7.2.2 Comments:

7.3 Future Energy Related Equipment

7.3.1 What energy efficient equipment or practices do you have planned for the future for your treatment facility?

LED lighting.

8. Biogas Generation

8.1 Do you generate/produce biogas at your facility?

No

Yes

If Yes, how is the biogas used (Check all that apply):

Flared Off

Building Heat

Process Heat

Generate Electricity

Other:

9. Energy Efficiency Study

9.1 Has an Energy Study been performed for your treatment facility?

No

Yes

Entire facility

Year:

2015

By Whom:

Honeywell

Describe and Comment:

Energy efficient lighting installed in all buildings and exteriors.

Part of the facility

Year:

By Whom:

Describe and Comment:

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

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Sanitary Sewer Collection Systems

1. Capacity, Management, Operation, and Maintenance (CMOM) Program

1.1 Do you have a CMOM program that is being implemented?

Yes

No

If No, explain:

1.2 Do you have a CMOM program that contains all the applicable components and items according to Wisc. Adm Code NR 210.23 (4)?

Yes

No (30 points)

N/A

If No or N/A, explain:

1.3 Does your CMOM program contain the following components and items? (check the components and items that apply)

Goals [NR 210.23 (4)(a)]

Describe the major goals you had for your collection system last year:

Did you accomplish them?

Yes

No

If No, explain:

Organization [NR 210.23 (4) (b)]

Does this chapter of your CMOM include:

Organizational structure and positions (eg. organizational chart and position descriptions)

Internal and external lines of communication responsibilities

Person(s) responsible for reporting overflow events to the department and the public

Legal Authority [NR 210.23 (4) (c)]

What is the legally binding document that regulates the use of your sewer system?

If you have a Sewer Use Ordinance or other similar document, when was it last reviewed and revised? (MM/DD/YYYY)

Does your sewer use ordinance or other legally binding document address the following:

Private property inflow and infiltration

New sewer and building sewer design, construction, installation, testing and inspection

Rehabilitated sewer and lift station installation, testing and inspection

Sewage flows satellite system and large private users are monitored and controlled, as necessary

Fat, oil and grease control

Enforcement procedures for sewer use non-compliance

Operation and Maintenance [NR 210.23 (4) (d)]

Does your operation and maintenance program and equipment include the following:

Equipment and replacement part inventories

Up-to-date sewer system map

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- A management system (computer database and/or file system) for collection system information for O&M activities, investigation and rehabilitation
 - A description of routine operation and maintenance activities (see question 2 below)
 - Capacity assessment program
 - Basement back assessment and correction
 - Regular O&M training
 - Design and Performance Provisions [NR 210.23 (4) (e)]
- What standards and procedures are established for the design, construction, and inspection of the sewer collection system, including building sewers and interceptor sewers on private property?
- State Plumbing Code, DNR NR 110 Standards and/or local Municipal Code Requirements
 - Construction, Inspection, and Testing
 - Others:

- Overflow Emergency Response Plan [NR 210.23 (4) (f)]
- Does your emergency response capability include:
- Responsible personnel communication procedures
 - Response order, timing and clean-up
 - Public notification protocols
 - Training
 - Emergency operation protocols and implementation procedures
- Annual Self-Auditing of your CMOM Program [NR 210.23 (5)]
 - Special Studies Last Year (check only those that apply):
- Infiltration/Inflow (I/I) Analysis
 - Sewer System Evaluation Survey (SSES)
 - Sewer Evaluation and Capacity Management Plan (SECAP)
 - Lift Station Evaluation Report
 - Others:

2. Operation and Maintenance

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

Cleaning	<input type="text" value="11.7"/>	% of system/year
Root removal	<input type="text" value="1"/>	% of system/year
Flow monitoring	<input type="text" value="1"/>	% of system/year
Smoke testing	<input type="text" value="0"/>	% of system/year
Sewer line televising	<input type="text" value="10.3"/>	% of system/year
Manhole inspections	<input type="text" value="13.5"/>	% of system/year
Lift station O&M	<input type="text" value="52"/>	# per L.S./year
Manhole rehabilitation	<input type="text" value="1"/>	% of manholes rehabbed
Mainline rehabilitation	<input type="text" value="1"/>	% of sewer lines rehabbed
Private sewer inspections	<input type="text" value="0"/>	% of system/year

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Private sewer I/I removal % of private services

River or water crossings % of pipe crossings evaluated or maintained

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

Of the 15 collection system complaints (call-outs), 14 were of resident's reporting water at floor drains. Resident's are encouraged to contact the City to investigate the City's main sewer line to check for proper flow prior to calling a plumber for back up issues. One complaint resulted in a back up due to blockage in the City's main - a pipe had shifted down at MH163.

3. Performance Indicators

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

<input type="text" value="44.858"/>	Total actual amount of precipitation last year in inches
<input type="text" value="33.79"/>	Annual average precipitation (for your location)
<input type="text" value="57.66"/>	Miles of sanitary sewer
<input type="text" value="9"/>	Number of lift stations
<input type="text" value="1"/>	Number of lift station failures
<input type="text" value="1"/>	Number of sewer pipe failures
<input type="text" value="1"/>	Number of basement backup occurrences
<input type="text" value="15"/>	Number of complaints
<input type="text" value="3.207"/>	Average daily flow in MGD (if available)
<input type="text" value="11.07"/>	Peak monthly flow in MGD (if available)
<input type="text"/>	Peak hourly flow in MGD (if available)

3.2 Performance ratios for the past year:

<input type="text" value="0.11"/>	Lift station failures (failures/year)
<input type="text" value="0.02"/>	Sewer pipe failures (pipe failures/sewer mile/yr)
<input type="text" value="0.05"/>	Sanitary sewer overflows (number/sewer mile/yr)
<input type="text" value="0.02"/>	Basement backups (number/sewer mile)
<input type="text" value="0.26"/>	Complaints (number/sewer mile)
<input type="text" value="3.5"/>	Peaking factor ratio (Peak Monthly:Annual Daily Avg)
<input type="text" value="0.0"/>	Peaking factor ratio (Peak Hourly:Annual Daily Avg)

4. Overflows

LIST OF SANITARY SEWER (SSO) AND TREATMENT FACILITY (TFO) OFERFLOWS REPORTED **				
	Date	Location	Cause	Estimated Volume (MG)
0	7/13/2017 7:00:00 AM - 7/13/2017 11:00:00 AM	MH #390, E. State Street at McCanna Parkway, Burlington, WI 53105	Rain	0.18 - 0.18
1	7/12/2017 11:00:00 AM - 7/12/2017 10:00:00 PM	Bohner's Lake Liftstation, 2940 S. Pine St., Burlington, WI	Rain	0.3840 - 0.3840
2	7/12/2017 11:35:00 AM - 7/16/2017 11:30:00 AM	MH #861, 640 S. Pine St., Burlington, WI 53105		16.20 - 16.20

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

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<p>What actions were taken, or are underway, to reduce or eliminate SSO or TFO occurrences in the future?</p> <div style="border: 1px solid black; padding: 2px; margin-bottom: 5px;"> <p>SSO occurrence due to Natural Disaster (flooding), no infrastructure failures.</p> </div>	
<p>5. Infiltration / Inflow (I/I)</p> <p>5.1 Was infiltration/inflow (I/I) significant in your community last year?</p> <ul style="list-style-type: none"> <input checked="" type="radio"/> Yes <input type="radio"/> No <p>If Yes, please describe:</p> <div style="border: 1px solid black; padding: 2px; margin-bottom: 5px;"> <p>Due to July flooding.</p> </div> <p>5.2 Has infiltration/inflow and resultant high flows affected performance or created problems in your collection system, lift stations, or treatment plant at any time in the past year?</p> <ul style="list-style-type: none"> <input checked="" type="radio"/> Yes <input type="radio"/> No <p>If Yes, please describe:</p> <div style="border: 1px solid black; padding: 2px; margin-bottom: 5px;"> <p>Due to July flooding.</p> </div> <p>5.3 Explain any infiltration/inflow (I/I) changes this year from previous years:</p> <div style="border: 1px solid black; padding: 2px; margin-bottom: 5px;"> <p>Higher rainfall totals.</p> </div> <p>5.4 What is being done to address infiltration/inflow in your collection system?</p> <div style="border: 1px solid black; padding: 2px;"> <p>Continuous monitoring and inspection of problem areas.</p> </div>	

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

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Resolution or Owner's Statement

Name of Governing
Body or Owner:

Date of Resolution or
Action Taken:

Resolution Number:

Date of Submittal:

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

Influent Flow and Loadings: Grade = A

Effluent Quality: BOD: Grade = A

Effluent Quality: TSS: Grade = A

Effluent Quality: Ammonia: Grade = A

Effluent Quality: Phosphorus: Grade = A

Biosolids Quality and Management: Grade = A

Staffing: Grade = A

Operator Certification: Grade = A

Financial Management: Grade = A

Collection Systems: Grade = A

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

Three SSO's were reported due to heavy flooding in July, 2017.

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

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

G.P.A. = 4.00



DATE: June 19, 2018

SUBJECT: **RESOLUTION 4908(10)** - Approval of Change Order Number One with All-Ways Contractors for the Lewis Street Wall Project for an increase of the contract in the amount of \$15,229.

SUBMITTED BY: Peter Riggs, Director of Public Works

BACKGROUND/HISTORY:

A conflict was identified on April 26, 2018 with a buried AT&T utility in the public right-of-way on the west side of the site for the Lewis Street Wall project. On May 8, 2018, City staff, City Engineers from Kapur and Associates, All-Ways Contractors, and staff from AT&T met on site to discuss how to resolve the conflict in the most timely and economical manner. All-Ways Contractors provided a cost of \$15,229 to perform additional work to resolve the utility conflict. AT&T, as the owner of the utility, is responsible for relocating their utilities in the event of a conflict with a public project. AT&T agreed that the proposed construction solution was the most timely and economical solution. Construction to remove the conflict began May 14, 2018. AT&T has also agreed to reimburse the City relocation costs instead of performing the relocation work themselves.

Change Order Number One provides for payment to be made to All-Ways Contractors for the performance of the work required to resolve the conflict with the AT&T utility. AT&T will reimburse the City for this expense.

In the near future Change Order Number Two will be submitted to the Common Council for approval regarding additional work that was required to remove the existing wall and footing on the east side of the project site. The depth and size of the existing footing was unknown prior to demolition and necessitated removal of additional quantities of material, removal and replacement of unplanned for quantities of curb and asphalt, and additional quantities of base material. Change Order #2 is not related to the AT&T utility relocation.

BUDGET/FISCAL IMPACT:

Change Order #1 increases the project cost by \$15,229. However, AT&T is responsible for the costs of relocation of their utilities in the right-of-way and has agreed to reimburse the City for this expense. There will be no change to the total project cost due to this change order.

RECOMMENDATION:

Staff recommends that the Common Council approve the Lewis Street Wall Project Change Order #1 in the amount of \$15,229.

TIMING/IMPLEMENTATION:

This item has been scheduled for discussion at the June 19, 2018 Committee of the Whole meeting. This item is scheduled for final consideration that same evening at the Common Council meeting. The accelerated schedule is necessary to avoid delays in payment that would result from the cancellation of the July 3, 2018 meeting of the Common Council. Staff feels this accelerated timeline is appropriate as AT&T has agreed to reimburse the City for this expense.

Attachments

Lewis Street Wall Change Order #1
RES 4908(10)

MEMORANDUM TO THE CITY OF BURLINGTON

To: Peter Riggs
Cc: Carina Walters, Greg Governatori
From: Mike Timmers *MGT*
Date: May 31, 2018
Re: Lewis Street Wall
Contract Change Order request #1 for All-Ways Contractors, Inc

Attached please find a copy of Contract Change Order #1 and Justification of Price for the **Lewis Street Wall** construction project.

As previously discussed, this Change Order is due to an existing AT&T cable that conflicts with the planned work, including the removal of the wall footing and the placement of the proposed sidewalk. AT&T has agreed to pay for the entirety of this change order. The cost is to be paid through the City of Burlington Lewis Street Wall contract, and the City of Burlington will then be reimbursed by AT&T.

Let me know if you have any questions or comments!

Thank you!

LEWIS STREET WALL
Justification of Price for Contract Change Order #1

General Description of Change Order #1: This Change Order is due to an existing AT&T cable that conflicts with the planned work, including the removal of the wall footing and the placement of the proposed sidewalk. AT&T has agreed to pay for the entirety of this change order. The cost is to be paid through the City of Burlington Lewis Street Wall contract, and the City of Burlington will then be reimbursed by AT&T.

Item #1.01, Sawing Existing Wall:

A. **Description:** Sawing the existing concrete retaining wall, from approximately James Street to the southwest end of the wall, at the elevation just above the existing concrete footing. This work includes excavating & exposing each side of the existing wall, cautiously exposing & protecting the existing AT&T cable, preparing the area to be sawcut, placing a temporary rail on the wall for the saw to be mounted, and sawing the wall at the elevation of the existing wall footing. The purpose of this work is to avoid relocating the existing AT&T cable that is in a location below the existing sidewalk and above the existing footing – which makes removing the footing difficult.

B. **Method of Measurement:** The *Sawing Existing Wall* item shall be measured as a lump sum item for work completed in accordance with the contract.

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

Item #1.02, Expose & Lower AT&T Line – at the Direction of AT&T:

A. **Description:** Cautiously excavating for and exposing the existing AT&T cable that is located near the wall excavation that is at a depth too high to complete the planned work. The existing cable elevation conflicts with the proposed sidewalk elevation; thus, the cable needs to be lowered, at the direction of AT&T. This work includes excavating & exposing the existing cable, protecting this cable during excavation of the wall, placing this cable at a lower depth, per AT&T direction, and covering the cable properly at its finished elevation. The purpose of this work is to avoid relocating the existing AT&T cable that is in a location that conflicts with the proposed sidewalk.

B. **Method of Measurement:** The *Expose & Lower AT&T Line – at the Direction of AT&T* item shall be measured as a lump sum item for work completed in accordance with the contract.

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

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

CONTRACT CHANGE ORDER # 1

ITEM	DESCRIPTION	QUANTITY	UNIT	UNIT PRICE	AMOUNT
1.01	Sawing Existing Wall	1.00	LS	13,629.00	13,629.00
1.02	Expose & Lower AT&T Line – at the Direction of AT&T	1.00	LS	1,600.00	1,600.00
TOTAL					\$15,229.00

Resolution No. 4908(10)
Introduced by: Committee of the Whole

**A RESOLUTION APPROVING CONTRACT CHANGE ORDER NUMBER ONE
WITH ALL-WAYS CONTRACTORS FOR THE LEWIS STREET WALL PROJECT
FOR AN INCREASE IN THE CONTRACT IN THE AMOUNT OF \$15,229**

WHEREAS, Resolution 4893(51) approved the award of the bid to All-Ways Contractors for the Lewis Street Wall Project for the Lump Sum Bid of \$257,975; and,

WHEREAS, the City of Burlington entered into a contract with All-Ways Contractors for said improvements; and,

WHEREAS, during the course of work it was determined that a change was necessary to resolve a conflict with an AT&T utility line in the project site; and,

WHEREAS, AT&T has agreed to reimburse the City of Burlington for all costs incurred to relocate their utility; and,

WHEREAS, said Change Order Number One for an amount of \$15,229.00 has been recommended for approval by the City Engineer and the Director of Public Works; and,

NOW, THEREFORE, BE IT RESOLVED by the Common Council of the City of Burlington that Change Order Number One is hereby approved for an increase in the amount of \$15,229.00.

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

Introduced: June 19, 2018
Adopted:

Jeannie Hefty, Mayor

Attest:

Diahn Halbach, City Clerk



DATE: June 19, 2018

SUBJECT: **RESOLUTION 4909(11)** - Approval of repairs to three (3) sanitary sewer lift stations in the amount of \$16,691.54.

SUBMITTED BY: Peter Riggs, Director of Public Works

BACKGROUND/HISTORY:

The Wastewater Utility is responsible for the continuous operation and maintenance of nine sanitary sewer lift stations in the sanitary sewer collection system. Lift stations provide a critical function by connecting gravity driven sections of sewer of varying depths. A lift station works by pumping wastewater from a lower elevation to a higher elevation. Once at a higher elevation the wastewater can continue on its path through the gravity mains of the collection system to the wastewater treatment plant. If a lift station fails to operate it can result in back ups and surcharging of the sanitary sewer system.

As part of routine operations, the Wastewater Utility performs maintenance on pumps and other lift station components. The following is a list of repairs that have been planned as part of the 2018 lift station maintenance program.

- Hwy 83/Bohner's Lake LS: pump #1 repairs
- Tuet Road LS: pump #1 repairs
- Shiloh Hills LS: guide rail replacement

Wastewater Utility staff solicited quotes from four (4) service providers: LW Allen, Sable Mechanical, Xylem, and Flow Technics; and received two quotes to perform the repair. Xylem and Flow Technics did not provide a quote. It would have been ideal to have a third quote and this was the intention of staff when they contacted multiple providers. It is unknown why some providers did not respond to our pricing request. We will continue to seek out service providers interested in similar work in the future.

Of the quotes received, L.W. Allen was the low cost option at \$16,691.54. Sabel Mechanical was the other provider with a quote of \$16,938.00. Both providers are qualified, so it is recommended to proceed with the lower cost option provided by L.W. Allen. Staff feels the L.W. Allen quote is competitive based on previous similar work performed.

BUDGET/FISCAL IMPACT:

This project will be paid by operating funds included and approved in the 2018 Budget for the Wastewater Utility.

RECOMMENDATION:

Staff recommends that the Common Council approve the repairs to the sanitary sewer lifts stations.

TIMING/IMPLEMENTATION:

This item is scheduled for discussion at the June 19, 2018 Committee of the Whole meeting and due to timing and the cancellation of the July 3, 2018 meetings, is scheduled for final consideration at the same evening Common Council meeting.

Attachments

Lift Station Quote - LW Allen

Lift Station Quote - Sabel Mechanical

RESOLUTION NO. 4909(11)
Introduced by: Committee of the Whole

A RESOLUTION APPROVING THE REPAIRS TO THREE (3) SANITARY SEWER LIFT STATIONS IN THE AMOUNT OF \$16,691.54

WHEREAS, the City of Burlington Wastewater Utility is responsible for the effective conveyance of wastewater through the sanitary sewer collection system, including the operation of nine sanitary sewer lift stations; and,

WHEREAS, three (3) of the City's sanitary sewer lift stations are in need of various repairs to ensure reliable operability; and,

WHEREAS, the Wastewater Utility received two quotes to perform the work after soliciting quotes from multiple service providers; and,

WHEREAS, the Director of Public Works has reviewed the quotes and recommends acceptance of the lowest cost option, supplied by L.W. Allen, Inc. in the amount of \$16,691.54; and,

NOW, THEREFORE, BE IT RESOLVED by the Common Council of the City of Burlington that the repairs of the aforementioned lift stations in the amount of \$16,691.54 is hereby approved.

Introduced: June 19, 2018
Adopted:

Jeannie Hefty, Mayor

Attest:

Diahnn Halbach, City Clerk

PROPOSAL



L.W. ALLEN, INC.

4633 Tompkins Drive - Madison, WI 53716

A Full Service Distributor

Phone 608.222.8622

Fax 608.222.9414

PUMPS – CONTROLS – REPAIR CENTER

Burlington DPW
6551 S. Pine St.
Burlington, WI 53105

PROPOSAL ID: 052018RB
REFERENCE: Lift Stations
LOCATION: Collection System
BID DATE: May 14, 2018

Attn: Donny

<p align="center"><u>FREIGHT IS F.O.B. ORIGIN</u></p> <p> <input type="checkbox"/> ALLOWED <input type="checkbox"/> PREPAID & ADD <input checked="" type="checkbox"/> COLLECT </p>			<p>TERMS: NET-30 DAYS PER ATTACHED TERMS AND CONDITIONS</p> <p align="center">PRICES DO NOT INCLUDE SALES OR USE TAXES</p>
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ITEM	QUAN	DESCRIPTION	TOTAL PRICE
		L.W. Allen is pleased to provide a quotation for the following equipment and services.	
A	1	<p align="center">HWY 83 and Bohner Rd. Lift Station</p> Furnish and Install One (1) of the following for a Fairbanks Morse Pump : Frontheads, SST wear rings, Impeller wear rings and lower seals. <p align="right">Total Investment</p>	\$ 10,559.70
B	1	<p align="center">Teut Rd. Lift Station</p> Furnish One (1) sets Fairbanks Morse Impeller and fronthead stainless steel wear rings. Furnish and Install One (1) Lower Seal. <p align="right">Total Investment</p>	\$3,156.84
A	1	<p align="center">Shilo Road Lift Station</p> Furnish and Install Two (2) Stainless Steel size 2" guide rails. <p align="right">Total Investment</p>	\$ 2,975.00

ACCEPTED THIS _____ DAY OF _____, 20____

PRICE FIRM FOR 30 DAYS

NAME OF PURCHASER

SUBMITTED THIS: May 14, 2018

BY: _____
NAME & TITLE

L.W. ALLEN, INC.-BY: _____
Rick Bartelt

Terms and Conditions

Controlling Provisions: These terms and conditions shall supersede any provisions, terms, and conditions contained on any purchase order or other written form Buyer may use or provide (whether received by Seller prior or subsequent to date hereof), and the rights of the parties shall be governed exclusively by the provisions, terms, and conditions hereof.

Quotations and Acceptance: Acceptance of a quotation, whether by a separate purchase order or by other means, shall constitute an acknowledgment and approval of the quotation as written and an acceptance of the Terms and Conditions hereof. Written quotations shall expire on the date specified in the quotation or, in the absence of such specification, thirty calendar days from the date issued. Seller may, by written notice, terminate a quotation at any time prior to acceptance. Any purchase order received after expiration of a quotation, which Seller honors, shall be subject to all of the Terms and Conditions hereof.

Submittal Drawings: Submittal of drawings for approval, if required, will be made after receipt of complete information from buyer. The quantity of the submittal drawings will be as specified in the contract documents. Additional sets will be supplied at \$150.00 per set. Return to Seller of one (1), final approved drawing constitutes notice to Seller to proceed with manufacturer. If this order is conditioned upon "engineer approval" Seller requires written notification from buyer in the form of approved submittal data.

Force Majeure: Seller shall not be liable for failure to deliver or perform, for any delay in the performance of orders or contracts, or in the delivery of shipment of goods, or for any damages suffered by the buyer due to such delay or failure, when the delay or failure is, directly or indirectly, caused by or arises from delays of suppliers or carriers or any other cause beyond Seller's control.

Prices and Taxes: All prices are F.O.B. factory unless expressly stated otherwise. Prices do not include sales, excise, municipal, state or other governmental taxes. Buyer shall be responsible for all taxes.

Credit Approval: The credit terms specified on the face hereof are subject to Seller's continuing approval of Buyer's credit. Seller may withdraw the extension of credit and require modified payment terms if, in Seller's sole judgment, Buyer's credit or financial standing is impaired to the point where Seller in good faith deems itself insecure.

Delivery: Unless otherwise specified in this quotation, delivery will be F.O.B. Seller's point of shipment. Buyer will accept delivery within twenty (20) days after Seller notifies Buyer that the equipment is ready for shipment. If Buyer does not furnish exact shipping instructions within ten (10) days after acceptance of this proposal, Seller will select, at its discretion, the means and terms of shipment. Seller will not be liable for any loss resulting from such selection. The time of delivery is an estimate only, and Seller may change such time if it does not receive the information and approvals necessary to proceed with the manufacture of equipment.

Title, Risk of Loss, Inspection of Equipment: Title and risk of loss to the equipment shall pass to Buyer upon delivery of the equipment to the carrier. Buyer shall immediately inspect equipment upon receipt and any damage must be noted on the carrier's bill of lading at time of receipt. Seller is not liable for any shortages or nonconformance unless notified by Buyer within 10 days of Buyer's receipt of the equipment. Buyer will make all claims for loss or damage in transit against the carrier.

Changes, Cancellations, Returns: All changes, cancellations, or returns must have Seller's prior written approval and are conditional on compliance with manufacturer's cancellation/return policies and subject to restocking fees and service charges. Authorized returned equipment must be packaged and shipped prepaid to manufacturer.

Payment: Unless the Seller extends alternative credit terms, 90% of the total purchase price is due net 30 days after delivery of equipment (but in all cases prior to field service start-up, if earlier) and the remaining 10% is due upon start-up of equipment by Seller's field technician, but in no event more than 90 days after shipment of equipment. Any balance owed by Buyer after the due date is subject to a 1.5% per month delinquency charge until paid. **FIELD START-UP SERVICE CANNOT BE AUTHORIZED WITHOUT RECEIPT OF PAYMENT IN THE AMOUNT OF 90% OF THE TOTAL PURCHASE PRICE.** If no start-up is required, 100% payment is due net 30 days from invoice date. **BUYER'S PAYMENT OBLIGATION IS IN NO WAY CONTINGENT UPON BUYER'S RECEIPT OF PAYMENT FROM ANY OTHER PARTY.**

Indemnification and Default: In addition to all other amounts due hereunder, buyer shall reimburse Seller in full for all collection costs or changes, including reasonable attorney fees, which Seller may incur in the collection of past due amounts from buyer, including interest on overdue accounts. If buyer is in default under this or any other agreement with Seller, Seller may defer performance hereunder until such default is cured. Seller shall have no obligation to provide factory startup assistance and/or factory training until all invoices (including retentions) for equipment have been paid in full.

Security Interest: Seller shall retain a security interest in the equipment until the full purchase price has been paid. Buyer's failure to pay any amounts due shall give Seller the right to possession and removal of the equipment after providing ten (10) days written notice. Seller's taking of such possession shall be without prejudice to any other remedies Seller may have.

Warranty and Liability: Buyer shall have such warranty rights, and only such warranty rights, as may be extended by the manufacturer of the product. The terms and conditions of any such warranty rights are set forth in the Manufacturer's Operation/Maintenance Manual which accompanies each product. Seller does not otherwise offer any guaranty or warranty for the product. Seller disclaims any and all warranties; express or implied, including the warranties of merchantability and fitness, except as may be set forth in the terms and conditions of sale in this Agreement or in any express written warranty which seller may have otherwise extended to Buyer for the product.

Seller shall not be liable for any damages, charges for labor, or expense in making repairs or adjustments to the product without prior written approval of Seller. Seller shall not be liable for any damages or charges sustained in the adaptation or use of its engineering data or service by Buyer or any third party. Seller shall not be liable for startup or any other field work performed by personnel other than authorized representatives of Seller unless expressly approved in writing in advance by Seller. Seller shall in no event be liable for any consequential, incidental or liquidated damages or penalties. Seller's liability under this Agreement shall in no event exceed the lesser of: (i) the cost of remediating any defect or deficiency in the performance of Seller hereunder; or (ii) the purchase price of the product in respect of which the claim is made.

Operation/Maintenance Manuals: Buyer's installation, maintenance and operation manuals will be furnished in the number of copies specified at the time of quotation in contract documents. If none specified, one will be provided at no added cost, with additional copies at \$150.00 each.

Angela Hansen

From: Doug Sabel <doug@sabelmechanical.com>
Sent: Thursday, May 24, 2018 10:49 AM
To: Don Hefty
Subject: Re[2]: City of Burlington Lift Station Repairs

Donny here is the cost per line item

Hwy 83 \$ 10,899.00
Tuet road \$ 3,499.00
Shiloh Hills \$ 2,540.00

Thanks Doug

----- Original Message -----

From: "Doug Sabel" <doug@sabelmechanical.com>
To: dhefty@burlington-wi.gov
Sent: 5/21/2018 6:12:50 AM
Subject: Re: City of Burlington Lift Station Repairs

Thanks for the to assist in your needs I'll have a quote to you.

Thanks Doug

----- Original Message -----

From: dhefty@burlington-wi.gov
To: doug@sabelmechanical.com
Sent: 5/18/2018 10:15:42 AM
Subject: City of Burlington Lift Station Repairs

Doug,

I hope this email finds you doing well. I am looking for a quote on some needed repairs at 3 of our lift stations. Here is the breakdown:

Hwy 83 pump station

-Fairbanks Morse Pump Serial #K4D1-076699-1

-Needs Fronthead, wear rings and lower seal

Tuet Road pump station

-Fairbanks Morse Pump Serial#K4H1-080593-0

-Needs wear rings and lower seal

Shiloh Hills pump station

-Replace 2" galvanized guide rails with new stainless steel guide rails, rails shall be no longer than 20' in length

Thank you in advance and I look forward to hearing from you.

Donny Hefty, Utility Foreman

City of Burlington Wastewater

2100 South Pine Street

Burlington, WI 53105

Ph. (262) 539-3646
Fax: (262) 539-3648
Direct: (262) 971-2907
Cell: (262) 206-6246
Email: dhefty@burlington-wi.gov

Sabel Mechanical LLC

W3150 County Rd H
Fond du Lac, WI 54937

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