



**AGENDA
COMMON COUNCIL**

Tuesday, September 4, 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

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** (*J. Schultz*)
 - A. To approved the August 21, 2018 Common Council minutes.
6. **Letters and Communications:**
Communication from Alderman Todd Bauman regarding notification that he will not be in attendance at the September 4, 2018 Committee of the Whole and Common Council meetings. (*T. Preusker*)
7. **Reports by Aldermanic Representatives and Department Heads**
8. **Reports** (*S. Kott*)
 - A. To approve Reports 1-5
9. **Payment of Prepaids and Vouchers** (*T. Meyer*)

A. To approve the Prepaid and Voucher list for bills accrued through September 4, 2018:

Total Prepaid:	\$ 44,509.05
Total Vouchers:	\$ 94,459.50
Grand Total:	\$138,968.55

10. **PUBLIC HEARINGS:**

A. A Public Hearing to hear comments and concerns from the public regarding a taxicab application submitted by Cynthia Hansen (dba Cruzin Transportation) to conduct business in the City of Burlington. (B. Grandi)

11. **Licenses** (R. Heft)

A. **Licenses and Permits** - To approve Operator's licenses as presented and a Taxi-cab renewal application submitted by Cynthia Hansen dba Cruzin Transportation

12. **Appointments and Nominations** (S. Rauch)

To appoint Ken Morrison to the Historic Preservation Committee to replace Maria Veronico. Term expires January 4, 2019.

13. **RESOLUTIONS:**

A. **Resolution 4916(18)** - Approval of a Preliminary Plat for the proposed Glen at Stonegate Subdivision, Addition No. II. (J. Schultz)

B. **Resolution 4917(19)** - Approval of a Work Order For Baxter & Woodman, INC. to Prepare Preliminary and Final Compliance Alternatives Plans for Phosphorus and WPDES Permit Renewal Assistance Engineering Services for the Not-to-Exceed Amount of \$18,350. (T. Preusker)

C. **Resolution 4918(20)** - To approve the Application for an Urban Non-Point Source and Storm Water Management Program Planning Grant for the Purpose of Funding Urban Storm Water Planning With the Wisconsin Department of Natural Resources. (S. Kott)

14. **ORDINANCES:**

A. **Ordinance 2040(6)** - To consider amending the Racine County Multi-Jurisdictional Comprehensive Plan for property located at 322 Milwaukee Avenue from Commercial to Medium Residential Density. (T. Meyer)

15. **MOTIONS:**

A. **Motion 18-911** - To approve a petition from Cynthia and Aubrey McGaughy to forgo installing a required ADA Restroom at 225 E. Jefferson street also known as 2 Fancie Gals. (B. Grandi)

16. **ADJOURNMENT** (R. Heft)

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: September 4, 2018

SUBJECT: Common Council Minutes for August 21, 2018.

SUBMITTED BY: Diahnn Halbach, City Clerk

BACKGROUND/HISTORY:

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

BUDGET/FISCAL IMPACT:

N/A

RECOMMENDATION:

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

TIMING/IMPLEMENTATION:

This item is scheduled for final consideration at the September 4, 2018 Common Council meeting.

Attachments

CC Min



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, August 21, 2018**

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

Mayor Hefty called the Common Council meeting to order at 8:03 p.m.. Roll Call - Present: Mayor Hefty, Alderman Susan Kott, Alderman Theresa Meyer, Alderman Bob Grandi, Alderman Ryan Heft, Alderman Steve Rauch, Alderman Jon Schultz, Alderman Tom Preusker, Alderman Todd Bauman, Student Representative Gabriel King. Excused: Student Representative Jack Schoepke.

Staff present: Administrator Carina Walters, City Attorney John Bjelajac, Finance Director Steve DeQuaker, Director of Administrative Services Megan Watkins, Public Works Director Peter Riggs, Fire Chief Alan Babe, Police Chief Mark Anderson, Lt. Brian Zmudzinski, and Building Inspector Gregory Guidry.

2. **Pledge of Allegiance**

3. **Citizen Comments**

Tom Vos, 124 Kings Court, commented regarding his concerns about the parking restrictions for trucks within the industrial park and requested the ordinance be amended to allow for street parking in the industrial park.

Stephen Quist, Chamber of Commerce member, spoke on behalf of Cynthia and Aubrey McGaughy of 2 Fancie Gals, and stated that he feels the McGaughy's are an exemplary example of selflessness and have contributed greatly to the City.

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

Jan Ludtke, Executive Director, spoke on behalf of the Chamber of Commerce and thanked all those who attended the Welcome Luncheon, as well as the DPW for their help with Maxwell Street Days.

5. **Approval of Minutes**

A motion was made by Alderman Bauman with a second by Alderman Rauch to approve the August 7, 2018 Common Council minutes. With all in favor the motion carried.

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

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

City Administrator reminded everyone about the Public Works Rodeo scheduled for Friday, August 24, 2018.

Alderman Bauman inquired about the results of the Tall Tale Festival. Alderman Kott responded that there was a good turnout and all was successful including the clean-up afterwards.

8. **Reports**
A motion was made by Alderman Kott with a second by Alderman Grandi to approve Reports 1-3. With all in favor the motion carried.
9. **Payment of Prepaids and Vouchers**
A motion was made by Alderman Meyer with a second by Alderman Grandi. Roll Call Vote: Aye - 8. Nay - 0. The motion carried.
10. **Licenses**
A motion was made by Alderman Grandi with a second by Alderman Kott. With all in favor the motion carried.
11. **Special Events**
A motion was made by Alderman Heft with a second by Alderman Meyer. With all in favor the motion carried.
12. **Appointments and Nominations** - There were none.
13. **PUBLIC HEARING:**
Mayor Hefty called a Public Hearing to order at 8:19 p.m. to hear comments and concerns from the public regarding amending the Racine County Multi-Jurisdictional Comprehensive Plan for property located at 332 Milwaukee Avenue from “Commercial” to “Medium Density Residential”.
- A motion was made by Alderman Rauch with a second by Alderman Bauman to close the Public Hearing. With all in favor, the Public Hearing was closed at 8:20 p.m.
14. **RESOLUTIONS:**
- A. **Resolution 4914(16)** - To approve the award of bid to Miller Motors for the purchase of three (3) 2019 Ford Police Interceptor Utility AWD vehicles in the total amount of \$88,038 (plus licenses and titles).
- A motion was made by Alderman Schultz with a second by Alderman Kott. Roll Call Vote: Aye - 8. Nay - 0. The motion carried.
- B. **Resolution 4915(17)** - To consider an approval of a Certified Survey Map for property located at 1054 Milwaukee Avenue.
- A motion was made by Alderman Preusker with a second by Alderman Rauch. With all in favor the motion carried.
15. **ORDINANCES:** There were none.
16. **MOTIONS:**
- A. **Motion 18-909** - To amend the Racine County Holding Tank Agreement in order to allow for the Municipal City of Burlington greater oversight of control over the installation of Holding Tanks at the Burlington Airport.
- A motion was made by Alderman Bauman with a second by Alderman Heft. With all in favor the motion carried.

17. **ADJOURN INTO CLOSED SESSION**

Prior to adjourning into Closed Session Mayor Hefty excused City Clerk Diahnn Halbach and assigned City Administrator Carina Walters to take minutes.

A motion was made by Alderman Kott with a second by Alderman Preusker to adjourn into closed session. Roll Call Vote: Aye - 8. Nay - 0. With all in favor, the meeting was adjourned into closed session at 8:26 p.m.

18. **RECONVENE INTO OPEN SESSION**

A motion was made by Alderman Meyer with a second by Alderman Rauch. With all in favor, the meeting reconvened into open session at 10:05 p.m.

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

A motion was made by Alderman Heft with a second by Alderman Kott to approve the promotion of Megan Watkins to Assistant City Administrator / Zoning Administrator including a pay rate increase from Grade M2 to Grade N2, as well as re-title Gregory Guidry as Building Inspector.

20. **ADJOURNMENT**

A motion was made by Alderman Grandi with a second by Alderman Preusker. With all in favor, the meeting adjourned at 10:07 p.m.

Minutes respectfully submitted by:

Diahnn C. Halbach
City Clerk
City of Burlington



DATE: September 4, 2018

SUBJECT: REPORTS 1-5

SUBMITTED BY: Diahnn Halbach, City Clerk

BACKGROUND/HISTORY:

Attached please find the following reports:

Library Minutes 6-26-18

Historic Preservation Minutes 7-26-18

Police Fire Commission Minutes 8-14-18

Partisan Primary Election Results 8-14-18

Committee of the Whole Minutes 8-21-18

BUDGET/FISCAL IMPACT:

N/A

RECOMMENDATION:

Staff recommends that Council approve the submitted reports.

TIMING/IMPLEMENTATION:

This item is scheduled for consideration at the September 4, 2018 Common Council meeting.

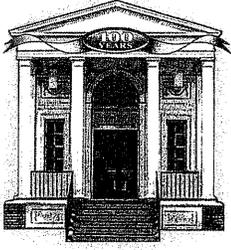
Attachments

Library Minutes

HPC Minutes

PFC Minutes

Election Results

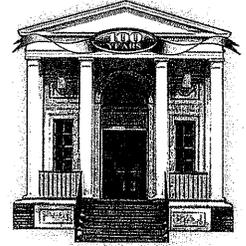


Burlington Public Library

166 East Jefferson Street, Burlington, Wisconsin 53105

Phone: 262-342-1130 Fax: 262-342-1198

www.burlingtonlibrary.org



Minutes of the Burlington Public Library Board of Trustees

The Burlington Public Library Board of Trustees met on Tuesday, June 26, 2018 at 6:30 p.m. in the Burlington Public Library Upstairs Meeting Room.

Present: Smet, Barker, Bahr,
Savaglia, Preusker, Chaffee,

Absent: Buse

Also present: Davies, McCarthy

- Savaglia called the meeting to order at 6:32 pm.
- Public Communication to the Board - None
- Minutes of the May 28, 2018 meeting, Smet moved approval, Preusker seconded. Motion passed.
- Preusker moved and Smet seconded the motion to approve the June General Fund Expenses of \$16,179.64, and June Trust Fund bills of \$3,255.40 and General Fund Deposits of \$1,518.98. Motion passed. Davies was requested to highlight the top three (non-personnel, non-collection) purchases each month.

Trustee Essentials Training: Public Library System Models

Davies sent out two summaries from the PLSR workgroups, Model X and Model Y. Model X is basically leave as is, Model Y would force systems to condense down into 6 or 8 systems. Model Y would be better able to utilize recommendations from the workgroups. PLSR is eager for citizen comments (plsr.info). The needs of libraries is so varied because of size. Davies summarized the process and possible outcomes. There will be a summit at the end of August. Hopefully there will be consensus and the recommended changes will be sent to DPI. Any changes would need Chapter 43 revisions by the legislature.

A link to upcoming Trustee Training Week August 13 – 17 will be sent out. Davies asked board members to review the topics and if possible, take part in the online training. After a short discussion on how we will share the information, it was decided everyone could take notes and bring back ideas you think would be useful. Davies will send the link.

Committee Reports – Committee Appointments

Davies and other committee chairs discussed the duties, and timelines of the committees.

Personnel Committee – Savaglia chair, Smet, Barker and Preusker

Finance Committee – Smet chair, Chaffee, Bahr and Preusker

Building & Grounds Committee – Barker chair, Buse, Bahr and next new appointed board member.

Federated Library Report – Savaglia was unable to attend.

Director's Report

- The monthly statistics showed much of the same as compared to April.

- The link to a new resource Lynda.com is now on our website. Lynda.com is different than Gale Online Courses, which does not follow a rigid timeline to complete, all lessons are available once you start and you can learn at your own pace instead of waiting a week for the next lesson to be posted. Lynda.com has a wider selection of business and technology training that would be applicable with a workforce.
- The Adult Summer Reading Program has 60% more patrons signed up this than last year. June Dairy Days, held in the park with animals to pet, face painting and delicious ice cream was attended by about 600 people. Zumba was held in the parking lot with many kids and adults participating and was a big hit. A Unicorn party was the third big event with 300-400 attendees. There were over 300 likes on Facebook.
- The Book Sale will be July 19 – 21. The tent will go up on Monday and volunteers will begin filling it on Tuesday and Wednesday. Books will also be available for sale in the basement meeting room and in the Friends sorting room.
- Friends Cookout will be September 18 at 5 p.m. in the park. Last year the Friends and Library Board members attended, this year the Friends want to invite staff members.

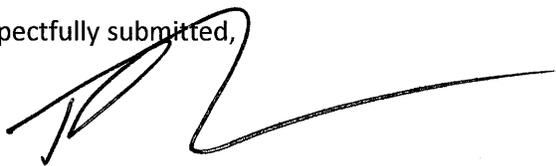
Unfinished Business - None

New Business

- Patron Issue – Library staff have been struggling to serve a patron with several physical limitations. Davies met with an ADA Attorney and the City Administrator regarding our responsibilities and possible liability if an accident occurs. The Attorney advised that ADA does not require us to provide personal physical mobility assistance to patrons and that doing so may open us up to liability concerns. This patron should be treated like any other person with regards to Code of Conduct. Several strategies were discussed, which Davies will pursue.
- Davies wanted to get a sense from the Library Board of how soon to begin Strategic Planning activities. Davies spoke with a handful of libraries about their process and costs. Getting a consultant to help us with our future planning may cost between \$10,000 and \$20,000. After discussion, it was decided to try to budget for next year. The Library Board will need to do some preliminary work beforehand. Smet suggested we interview several consultants this fall to get a sense of what services they offer and how much they would cost. Davies should also talk with other librarians who have recently completed a Strategic Plan to find out what they might change, what was most valuable and was the plan easy to execute.
- Library Code of Conduct – Davies shared copies of the current policy and the changes discussed at the May meeting. Smet suggested a change regarding odor to: wearing/carrying/possessing items. Preusker made a motion to approve the change, Bahr seconded. Motion carried.

Motion to adjourn the meeting was made by Smet, seconded by Preusker meeting adjourned at 8:27 p.m. Our next meeting will be on Tuesday, July 24 at 6:30 p.m. in the upstairs meeting room at the Burlington Public Library.

Respectfully submitted,



Tom Preusker
Aldermanic Representative



**HISTORIC PRESERVATION COMMISSION
MEETING MINUTES
Thursday, July 26, 2018**

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

CITIZEN COMMENTS

Judith Schulz stated the May 24, 2018 minutes had her address wrong and should be 533 Milwaukee Avenue instead of 525 Milwaukee Avenue. Ms. Schulz commented historic photos should be submitted with the Certificate of Appropriateness application. Ms. Schulz explained that for a more historic look on the second story windows, paint the white vinyl framing and sash or metal frames of the windows, it would cut down on the harsh white edges and lines.

Commissioner Daniel Colwell is present at 6:31 pm.

APPROVAL OF MINUTES

Commissioner Wagner stated on page 3 of the minutes second bullet point, it states "angle the windows inside", but should read "angle the ceiling inside". Commissioner Wagner further stated there was a typo two bullet points down from there, and should read "the owner" not "they owner". Commissioner Veronico moved, and Aldermanic Representative Kott seconded to approve the minutes of May 24, 2018 with the corrections.

LETTERS AND COMMUNICATIONS

None

OLD BUSINESS

A. 525 Milwaukee Avenue – Commercial Investment Properties Corp.

1. Certificate of Appropriateness and Façade Grant extension

- Chairman Eisenhardt introduced and opened this item for discussion.
- Doug Harris, owner, explained this project has to be completed in a sequential order. Mr. Harris asked if he could get another 6-8 week extension for the upper façade. Mr. Harris further explained contractors are backed-up due to the wet spring. Commissioner O'Brien questioned if the 8 week extension was enough time. Mr. Harris replied that it would be enough time since the time would start from September 23, 2018.
- There were no further comments.

- Commissioner Colwell moved, and Commissioner Wagner seconded to approve the Certificate of Appropriateness and Façade Grant extensions with a completion date of November 23, 2018.
- All were in favor and the motion carried.

NEW BUSINESS

A. 420, 428, 436 N. Pine Street – Itzin’s Shoes & Repairs

1. Certificate of Appropriateness and Sign Permit to paint and install an awning

- Chairman Eisenhardt introduced and opened this item for discussion.
- David Schmalfeldt, owner, explained the roofs at 420, 428, and 436 N. Pine Street will be removed in order to install an awning across all three addresses. There is glass under the roof at 420 N. Pine Street, which will be staying. Mr. Schmalfeldt stated there is possibly brick under the roof at 428 and 436 N. Pine Street, but not sure. Aldermanic Representative Kott stated that originally at 420 N. Pine Street the roof is where the transom windows were, and now it will be raised up. Commissioner Wagner asked what kind of materials are being proposed for the light area above the transom windows, also known as the sign band. Mr. Schmalfeldt answered he was not sure until the roof comes down. Commissioner Wagner further asked what will be done with the three windows at 420 N. Pine Street. Mr. Schmalfeldt responded the windows will be either repainted or replaced with approved historic colors. Commissioner Wagner commented that BW Surveying next door has a sign band that is broken up with verticals, but does not see that as part of this design concept. Commissioner Wagner asked if the verticals is an option to divide the transom at 420 N. Pine Street.
- Gregory Guidry, Building Inspector, reminded Mr. Schmalfeldt the awning had to remain 2 feet back from the curb.
- Ms. Schulz asked if there were plans to open up the windows to full height on the second floor. Mr. Schmalfeldt answered not at this time.
- There were no further comments.
- Commissioner O’Brien moved, and Aldermanic Representative Kott seconded to approve the Certificate of Appropriateness and Sign Permit for the painting of the front façade and installing the awning.
- All were in favor and the motion carried.

2. Façade Grant application to paint and install an awning

- Chairman Eisenhardt introduced and opened this item for discussion.
- Chairman Eisenhardt stated if the grant is approved, it should not exceed \$7,000 since there are two separate buildings.
- Aldermanic Representative Kott asked if the total was an estimate or if it could change. Mr. Schmalfeldt replied it is a tight estimate.
- There were no further comments.
- Commissioner O'Brien moved, and Aldermanic Representative Kott seconded to approve the Façade Grant, but not to exceed \$7,000.
- Commissioner Colwell asked if the motion had to be contingent upon ensuring that the color of the awning at 420 N. Pine Street is consistent with the historic guidelines. Aldermanic Representative Kott and Commissioner O'Brien replied no, since Mr. Schmalfeldt had mentioned he was not going to deviate from the historic color chart.
- Roll call: Aldermanic Representative Susan Kott; Commissioner Steve Wagner; Commissioner Maria Veronico; Commissioner Kevin O'Brien; Commissioner Daniel Colwell; and Chairman Darrel Eisenhardt.
- All were in favor and the motion carried.

B. 164 E. Washington Street - Jivilee

1. Certificate of Appropriateness and Sign Permit to improve the front and two side of the façade, and install a sign

- Chairman Eisenhardt introduced and opened this item for discussion.
- Mr. Guidry stated according to the ordinance and historic guidelines, awnings can be made of cloth/canvas or other approved materials, and in the past cloth/canvas awnings were traditionally used. Mr. Guidry further stated metal was not mentioned in either recognized ordinances. Tanya Fonesca, Graef, explained a cloth/canvas awning was used to avoid plastic; however, the cloth/canvas awning fades quickly and tears easily. The metal awning could be appropriate since the imagery is historic in nature and would not fade. Aldermanic Representative Kott and Commissioner O'Brien stated they agree with the metal awning, because cloth awnings look awful once it starts to fade. Commissioner Wagner was concerned about setting precedent of approving materials that are not in the ordinance and would feel comfortable if more information of the awning and brackets were provided that are being used, besides an imagery. Commissioner Wagner stated he realizes this item is going before Plan Commission for approval with specifics, but do Commissioners have any say as to what the brackets look like prior to their consideration. Bob Riggs, contractor, stated Burli Signs is designing a few different types of brackets, cloth and metal awnings for the historic board to

see before installation. Commissioner O'Brien commented that in most cases applicants present the materials. Andrew Lynch, on behalf of Wendy Lynch, explained they are in the process of purchasing the property, but if they do not have confidence of approval, then they will pass on the offer. Commissioner Wagner questioned if Mr. Lynch had time to come back in a month with materials. Mr. Riggs asked if there could be a special meeting. Aldermanic Representative Kott mentioned that with the photos submitted, only improvements would be made to the city. Commissioner Colwell stated it is exciting to see the new look, however, would like something more concrete regarding plans.

- Ms. Fonesca, questioned what the general use for the overall ground floor is. Ms. Fonesca stated a Conditional Use Permit is required for the VRBO suites. Stephanie Heft, representative, answered it is an extension for the Mercantile Hall for cocktail parties, dinner rehearsals, and other social events, with food being catered in. Mr. Guidry informed the applicants that a fire sprinkler may be required for the VRBO suites, which is up to the Fire Department.
- Ms. Fonesca stated before bringing this to the Plan Commission, an approval with conditions can be made tonight, as long as this body feels that this project is appropriate. Ms. Fonesca further stated plans can be brought back before the Commissioners as a staff update. Commissioner O'Brien explained with the awning situation the Commissioners would like to see samples before approval, and could have a special meeting to speed up the process. Commissioner O'Brien stated he knows that information is required for the back-lighting of the signs.
- Ms. Schulz stated by looking at the photos, the canvas awning is more appropriate for the historic look.
- Mr. Guidry stated there is a burnt window in the back on the second floor that was not addressed and the tuck-pointing should get repaired. Ms. Heft replied that all windows are being replaced.
- There were no further comments.
- Aldermanic Representative Kott moved, and Commissioner Colwell seconded to approve the Certificate of Appropriateness and Sign Permit to improve the front and two sides of the façade, and install a sign, subject to the Commission receiving more information regarding the light fixtures, lighting for the blade sign, window replacement, awning, tuck-pointing plan, and the window that was not listed.
- All were in favor and the motion carried.

C. 413 N. Pine Street – The Urb Garden

1. Certificate of Appropriateness to demolish the building, install a gated entry, and create a usable outdoor area in the rear of the building

- Chairman Eisenhardt introduced and opened this item for discussion.
- Mr. Guidry stated there has been no detail on engineering drawings.
- Shad Branen, owner, explained the rear was torn down after the fire and was determined not feasible to restore. The plans are for an outdoor green space and to use as much of the brick to create a one-story wall. Ms. Heft commented the iron gateway is 4 feet tall and open to the public. Commissioner Colwell stated a conditional approval could be given once more information is provided.
- Commissioner Wagner asked if a historic building can be torn down. Ms. Fonesca, answered yes, there is nothing in the code that prohibits a demolition, even though it is not ideal, sometimes it is necessary. Commissioner Wagner stated this will change the look of downtown but likes the idea of open corridors. The Commissioners agrees that it will look much better with the changes.
- Ms. Schulz stated the ordinance should state something about needing an engineering statement that a building is un-structurally sound. Ms. Heft and Mr. Branen commented the first idea was to save the front of the façade, but the walls required too much support. Ms. Heft stated the “1895” will be put into the brick wall, by the gate. Commissioner Wagner stated moving forward we should add language to the ordinance regarding razing buildings.
- Ms. Fonesca explained more formalized drawings will be submitted, which will go before the Plan Commission for a Conditional Use Permit and Site Plan for the outdoor seating area. Ms. Fonesca stated this topic could be brought back before the Historic Commissioners with the detailed plans.
- There were no further comments.
- Aldermanic Representative Kott moved, and Commissioner O’Brien seconded to approve the Certificate of Appropriateness to demolish the building, install a gated entry, and create a usable outdoor area in the rear of the building, subject to Plan Commission approval and applicant to come back to the next historic meeting with the Plan Commission decision, and more specifics with the plans.
- All were in favor and the motion carried.

DISCUSSION ITEMS

A. Review of Façade Grant Funding Status

- Chairman Eisenhardt introduced and opened this item for discussion.
- Commissioner Eisenhardt stated Round 8 has the remaining balance of \$49,680.96 with \$7,000 pending.

Commissioner Wagner questioned if there were any liaisons on the historic committee to keep an ear on the branding committee for the image of Burlington. Commissioner Wagner stated if the City is talking about branding Burlington, and adding benches and planters in the historic district, it would be great to be a part of that conversation. Commissioner O'Brien and Aldermanic Representative Kott responded they are not that far into the process.

Commissioner O'Brien mentioned that a letter or guide should be sent out to each bank and realtor to notify their clients to come for approval prior to any work being started on their new business. Chairman Eisenhardt stated not everyone has a bank or realtor. Barb Bakshis, Fox River State Bank, stated she is involved with the branding committee. Ms. Bakshis explained the branding is strictly the overall image of the City, and that the City wants Burlington to be the community that people come for a re-location or expansion to their business. Ms. Bakshis further explained the timeline affects building restoration, since few funds are available and the use is limited. The City would like to have owners buy and renovate them quickly. Ms. Bakshis stated she feels there are too many steps and obstacles to go through; Development Review Committee (DRC), Historic Preservation Commission, and Plan Commission meetings. Commissioner O'Brien stated in the last couple years the commission has bent over backwards to allow owners extensions and make things work. Commissioner O'Brien commented that they would like the owner to come for approval after the building is purchased. Ms. Bakshis stated when significant change and use of the building is desired, lots of unseen time can be added for completion. Chairman Eisenhardt commented that the Jivilee and The Urb Garden are unusual circumstances, and received conditional approvals.

Ms. Fonesca stated she has been asked to work with this committee regarding revisions to signage and other codes, to make it user friendly and streamline the verbiage. Mr. Guidry recommended that the Commissioners go through the guidelines, and come back with questions.

ADJOURNMENT

Aldermanic Representative Kott moved, and Commissioner Veronico seconded to adjourn the meeting at 7:47 p.m. *All were in favor and the motion carried.*

Recording Secretary,

Kristine Anderson
Administrative Assistant



CITY OF BURLINGTON

POLICE – FIRE COMMISSION

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



MINUTES

City of Burlington Police and Fire Commission
Burlington Fire Department
165 W. Washington Street, Burlington, Wisconsin
August 14, 2018

1. Call to Order:

Commissioner Busch called the meeting to order at 6:01 p.m.

2. Roll Call:

Commissioners in attendance: Joe Busch, Jeff Erickson, Kevin Morrow, Mark McMullen, Fire Chief Alan Babe, and Police Chief Mark Anderson. Commissioner Peter Hintz was excused.

3. Public Comments:

None.

4. Approval of Minutes

The minutes from the July 11, 2018 PFC meeting was approved on a motion to approve by Commissioner Erickson, seconded by Commissioner McMullen all ayes motion carried.

5. Police Chief Business

Drew Felton resigned from the police force on Sunday August 12, 2018.

6. Fire Chief Business

Convened into closed Session pursuant to section 19.85 (1) (c) Wisconsin Statutes for conducting employment, promotion, compensation, or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility on a motion by Commissioner Erickson and seconded by Commissioner McMullen all ayes carried the motion at 6:11p.m.

We reconvened into open session on a motion by Commissioner Erickson and seconded by Commissioner McMullen all ayes carried the motion at 7:01p.m.

Troy Volbrecht and Kacie Karczewski were added to the Fire department Eligibility List on a motion by Commissioner Morrow and seconded by Commissioner McMullen all ayes carried the motion.

Chief Babe told us that Jesse Bloomberg resigned from the City of Burlington Fire Department.

7. Police and Fire Commission Business

The Police and Fire Commission was told that we will receive a copy of the proposed changes prior to next months meeting so we can review the changes prior to taking action on approving the PFC Rules and Regulations. So, the approval of the new PFC Rules and Regulations was tabled until next months meeting.

8. Adjourn

Motion by Commissioner Morrow to adjourn seconded by Commissioner McMullen; motion carried all ayes at 7:05p.m.

Respectfully submitted,
Commissioner Erickson, Secretary

AUGUST 14, 2018 PRIMARY RESULTS

	POLLING PLACE #1 DISTRICT 1 & 2 WARDS 1-4	POLLING PLACE #2 DISTRICT 3 & 4 WARDS 5-10	
REGISTERED VOTERS	2655	2806	5461
VOTES CAST	917	1070	1987
PERCENT	34.54%	38.13%	36.39%

PARTY PREFERENCE			TOTALS
REPUBLICAN	485	558	1043
DEMOCRATIC	392	380	772
LIBERTARIAN	3	2	5
WISCONSIN GREEN	2	0	2
CONSTITUTION	1	1	2
TOTAL VOTES	883	941	1824
Over-Vote	0	0	0
Under-Vote	34	129	163

REPUBLICAN PARTY STATEWIDE	POLLING PLACE #1	POLLING PLACE #2	
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GOVERNOR			
Scott Walker	461	561	1022
Robert Meyer	24	22	46
write- in:	0	1	1
Total Votes	485	584	1069
Over-Vote	0	0	0
Under-Vote	13	28	41

LT. GOVERNOR			
Rebecca Kleefisch	449	534	983
write- in:	1	2	3
Total Votes	450	536	986
Over-Vote	0	0	0
Under-Vote	48	76	124

ATTORNEY GENERAL			
Brad Schimel	431	521	952
write- in:	1	1	2
Total Votes	432	522	954
Over-Vote	0	0	0
Under-Vote	66	90	156

SECRETARY OF STATE			
Jay Schroeder	262	341	603
Spencer Zimmerman	125	138	263
write-in:	1	3	4
Total Votes	388	482	870
Over-Vote	0	0	0
Under-Vote	110	130	240

STATE TREASURER			
Travis Hartwig	304	382	686
Jill Millies	88	107	195
write-in:	2	1	3

Total Votes	394	490	884
Over-Vote	0	0	0
Under-Vote	104	122	226
CONGRESSIONAL			
UNITED STATES SENATOR			
George C. Lucia	19	20	39
Leah Vukmir	242	305	547
Griffin Jones	11	8	19
Kevin Nicholson	196	253	449
Charles Barman	7	5	12
Write-in	0	0	0
Total Votes	475	591	1066
Over-Vote	0	0	0
Under-Vote	23	21	44
CONGRESS DISTRICT 1			
Jeremy Ryan	37	24	61
Paul Nehlen	37	34	71
Kevin Adam Steen	38	51	89
Brad Boivin	3	6	9
Bryan Steil	198	276	474
Nick Polce	147	196	343
Write-In	0	0	0
Total Votes	460	587	1047
Over-Vote	0	0	0
Under-Vote	38	25	63
LEGISLATIVE			
STATE SENATOR DISTRICT 21			
Van H. Wanggaard	425	522	947
Write-In	1	1	2
Total Votes	426	523	949
Over-Vote	0	0	0
Under-Vote	72	89	161
ASSEMBLY DISTRICT 63			
Robin J. Vos	428	541	969
Write-in	4	2	6
Total Votes	432	543	975
Over-Vote	0	0	0
Under-Vote	66	69	135
COUNTY			
SHERIFF			
Christophpher Schmaling	431	525	956
Write-in	0	2	2
Total Votes	431	527	958
Over-Vote	0	0	0
Under-Vote	67	85	152
CLERK OF CIRCUIT COURT			
Sam Christensen	395	501	896
Write-in	0	3	3
Total Votes	395	504	899
Over-Vote	0	0	0
Under-Vote	103	108	211

DEMOCRATIC PARTY STATEWIDE	POLLING PLACE #1	POLLING PLACE #2	
GOVERNOR			
Andy Gronik	9	3	12
Matt Flynn	34	29	63
Tony Evers	168	195	363
Josh Pade	3	0	3
Mike McCabe	15	13	28
Mahlon Mitchell	73	75	148
Kelda Helen Roys	45	55	100
Paul R. Soglin	13	15	28
Kathleen Vinehout	19	30	49
Dana Wachs	1	1	2
write- in:	0	0	0
Total Votes	380	416	796
Over-Vote	2	0	2
Under-Vote	28	37	65
LT. GOVERNOR			
Kurt J. Kober	155	145	300
Mandela Barnes	191	225	416
write- in:	0	1	1
Total Votes	346	371	717
Over-Vote	0	0	0
Under-Vote	34	82	116
ATTORNEY GENERAL			
Josh Kaul	316	338	654
write- in:	1	0	1
Total Votes	317	338	655
Over-Vote	0	0	0
Under-Vote	93	115	208
SECRETARY OF STATE			
Doug La Follette	234	273	507
Arvina Martin	123	113	236
write-in:	0	0	0
Total Votes	357	386	743
Over-Vote	0	0	0
Under-Vote	53	67	120
STATE TREASURER			
Dawn Marie Sass	110	136	246
Cynthia Kaump	100	71	171
Sarah Godlewski	128	145	273
write-in:	0	0	0
Total Votes	338	352	690
Over-Vote	0	0	0

Under-Vote	72	101	173
CONGRESSIONAL			
UNITED STATES SENATOR			
Tammy Baldwin	370	410	780
Write-in	0	1	1
Total Votes	370	411	781
Over-Vote	0	0	0
Under-Vote	40	42	82
CONGRESS DISTRICT 1			
Randy Bryce	231	241	472
Cathy Myers	156	184	340
Write-In	0	0	0
Total Votes	387	425	812
Over-Vote	0	0	0
Under-Vote	23	28	51
LEGISLATIVE			
STATE SENATOR DISTRICT 21			
Lori Hawkins	329	353	682
Write-In	1	0	1
Total Votes	330	353	683
Over-Vote	0	0	0
Under-Vote	80	100	180
ASSEMBLY DISTRICT 63			
Joel Jacobsen	325	346	671
Write-in	0	0	0
Total Votes	325	346	671
Over-Vote	0	0	0
Under-Vote	85	107	192
COUNTY			
SHERIFF			
Joseph Buckley	327	329	656
Write-in	1	0	1
Total Votes	328	329	657
Over-Vote	0	0	0
Under-Vote	82	124	206
CLERK OF CIRCUIT COURT			
Connie Cobb Madsen	325	331	656
Write-in	0	1	1
Total Votes	325	332	657
Over-Vote	0	0	0
Under-Vote	85	121	206
LIBERTARIAN PARTY STATEWIDE			
		POLLING PLACE #1	POLLING PLACE #2
GOVERNOR			
Phillip Anderson	1	2	3
write- in:	0	0	0
Total Votes	1	2	3
Over-Vote	0	0	0
Under-Vote	2	1	3

LT. GOVERNOR			
Patrick Baird	1	2	3
write- in:	0	0	0
Total Votes	1	2	3
Over-Vote	0	0	0
Under-Vote	2	1	3
ATTORNEY GENERAL			
write- in:	1	0	1
Total Votes	1	0	1
Over-Vote	0	0	0
Under-Vote	2	3	5
SECRETARY OF STATE			
write-in:	1	0	1
Total Votes	1	0	1
Over-Vote	0	0	0
Under-Vote	2	3	5
STATE TREASURER			
write-in:	1	0	1
Total Votes	1	0	1
Over-Vote	0	0	0
Under-Vote	2	3	5
CONGRESSIONAL			
UNITED STATES SENATOR			
Write-in	1	0	1
Total Votes	1	0	1
Over-Vote	0	0	0
Under-Vote	2	3	5
CONGRESS DISTRICT 1			
Write-In	1	0	1
Total Votes	1	0	1
Over-Vote	0	0	0
Under-Vote	2	3	5
LEGISLATIVE			
STATE SENATOR DISTRICT 21			
Write-In	1	0	1
Total Votes	1	0	1
Over-Vote	0	0	0
Under-Vote	2	3	5
ASSEMBLY DISTRICT 63			
Write-in	1	0	1
Total Votes	1	0	1
Over-Vote	0	0	0
Under-Vote	2	3	5
COUNTY			
SHERIFF			
Write-in	1	0	1
Total Votes	1	0	1
Over-Vote	0	0	0
Under-Vote	2	3	5

CLERK OF CIRCUIT COURT			
Write-in	1	0	1
Total Votes	1	0	1
Over-Vote	0	0	0
Under-Vote	2	3	5
WISCONSIN GREEN PARTY STATEWIDE			
		POLLING PLACE #1	POLLING PLACE #2
GOVERNOR			
Michael J. White	0	0	0
write- in:	0	0	0
Total Votes	0	0	0
Over-Vote	0	0	0
Under-Vote	2	0	2
LT. GOVERNOR			
Tiffany Anderson	0	0	0
write- in:	0	0	0
Total Votes	0	0	0
Over-Vote	0	0	0
Under-Vote	2	0	2
ATTORNEY GENERAL			
write- in:	0	0	0
Total Votes	0	0	0
Over-Vote	0	0	0
Under-Vote	2	0	2
SECRETARY OF STATE			
write-in:	0	0	0
Total Votes	0	0	0
Over-Vote	0	0	0
Under-Vote	2	0	2
STATE TREASURER			
write-in:	0	0	0
Total Votes	0	0	0
Over-Vote	0	0	0
Under-Vote	2	0	2
CONGRESSIONAL			
UNITED STATES SENATOR			
Write-in	0	0	0
Total Votes	0	0	0
Over-Vote	0	0	0
Under-Vote	2	0	2
CONGRESS DISTRICT 1			
Write-In	0	0	0
Total Votes	0	0	0
Over-Vote	0	0	0
Under-Vote	2	0	2
LEGISLATIVE			
STATE SENATOR DISTRICT 21			
Write-In	0	0	0
Total Votes	0	0	0
Over-Vote	0	0	0

Under-Vote	2	0	2
ASSEMBLY DISTRICT 63			
Write-in	0	0	0
Total Votes	0	0	0
Over-Vote	0	0	0
Under-Vote	2	0	2
COUNTY			
SHERIFF			
Write-in	0	0	0
Total Votes	0	0	0
Over-Vote	0	0	0
Under-Vote	2	0	2
CLERK OF CIRCUIT COURT			
Write-in	0	0	0
Total Votes	0	0	0
Over-Vote	0	0	0
Under-Vote	2	0	2
CONSTITUTION PARTY		POLLING PLACE #1	POLLING PLACE #2
STATEWIDE			
GOVERNOR			
write- in:	0	1	1
Total Votes	0	1	1
Over-Vote	0	0	0
Under-Vote	1	0	1
LT. GOVERNOR			
write- in:	0	1	1
Total Votes	0	1	1
Over-Vote	0	0	0
Under-Vote	1	0	1
ATTORNEY GENERAL			
Terry Larson	1	0	1
write- in:	0	1	1
Total Votes	1	1	2
Over-Vote	0	0	0
Under-Vote	0	0	0
SECRETARY OF STATE			
write-in:	0	1	1
Total Votes	0	1	1
Over-Vote	0	0	0
Under-Vote	1	0	1
STATE TREASURER			
Andrew Zuelke	1	1	2
write-in:	0	0	0
Total Votes	1	1	2
Over-Vote	0	0	0
Under-Vote	0	0	0
CONGRESSIONAL			
UNITED STATES SENATOR			
Write-in	0	1	1

Total Votes	0	1	1
Over-Vote	0	0	0
Under-Vote	1	0	1
CONGRESS DISTRICT 1			
Write-In	0	1	1
Total Votes	0	1	1
Over-Vote	0	0	0
Under-Vote	1	0	1
LEGISLATIVE			
STATE SENATOR DISTRICT 21			
Write-In	0	1	1
Total Votes	0	1	1
Over-Vote	0	0	0
Under-Vote	1	0	1
ASSEMBLY DISTRICT 63			
Write-in	0	1	1
Total Votes	0	1	1
Over-Vote	0	0	0
Under-Vote	1	0	1
COUNTY			
SHERIFF			
Write-in	0	1	1
Total Votes	0	0	0
Over-Vote	1	0	1
Under-Vote			
CLERK OF CIRCUIT COURT			
Write-in	0	1	1
Total Votes	0	1	1
Over-Vote	0	0	0
Under-Vote	1	0	1



COMMON COUNCIL REGULAR

ITEM NUMBER 9A

DATE: September 4, 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 September 4, 2018:

Total Prepaid:	\$ 44,509.05
Total Vouchers:	\$ 94,459.50
Grand Total:	\$138,968.55

BUDGET/FISCAL IMPACT:

5 Largest Disbursements on the Prepaid and Voucher List:

1. \$20,419.77 Ascent Aviation Group, Inc.- Jet A w/Additive
2. \$10,600.00 RCEDC - Services Rendered Per Contract Third Quarter 2018
3. \$ 9,800.00 The Wanasek Corp. - Milwaukee Avenue Patching
4. \$ 6,968.77 The Wanasek Corp. - Street Sweeping
5. \$ 6,149.59 Racine County Treasurer - Reimburse Racine County for Special Assessments at 617 N. Pine Street

RECOMMENDATION:

Staff recommends that the Common Council accept and approve these Prepaid and Vouchers in the amount of \$138,968.55.

TIMING/IMPLEMENTATION:

This item is scheduled for consideration at the September 4, 2018 Common Council meeting.

Attachments

- Prepaid 08-16-18
- Prepaid 08-24-18
- Vouchers 09-04-18

GL Account and Title	Vendor Name	Description	Invoice Number	Invoice Date	Net Invoice Amount	Date Paid
100239006						
100-239006 LAW-VISION	SUPERIOR VISION INSURANCE	Policy No.14150001 Sept. Billing	175691	08/16/2018	574.68	08/16/2018
Total 100239006:					574.68	
100454521001						
100-454521-001 BOND FEES	WAUWATOSA POLICE DEPART	Marshall, Adam; Warrant #1612384	1612384	08/15/2018	124.00	08/16/2018
Total 100454521001:					124.00	
100454591000						
100-454591-000 PARK DEPT	LICHT, ERIC	RETURNED SECURITY DEPOSIT	2.011240	08/14/2018	100.00	08/16/2018
100-454591-000 PARK DEPT	KOPAC, JASON	REFUND SECURITY DEPOSIT	2.011300	08/14/2018	100.00	08/16/2018
100-454591-000 PARK DEPT	VELICKOVIC, NINA	SECURITY DEPOSIT REFUND	33631797	08/14/2018	100.00	08/16/2018
Total 100454591000:					300.00	
100515121330						
100-515121-330 MUNI COURT - INSRVC TRA	WI MUNI JUDGES ASSOCIATIO	WI MUNICIPAL JUDGES ASSOCIATIO	2018KI	08/16/2018	100.00	08/16/2018
Total 100515121330:					100.00	
100515132153						
100-515132-153 ADMIN - EBC	EMPLOYEE BENEFITS CORPO	EBC ADMIN	2278522	08/15/2018	8.00	08/16/2018
Total 100515132153:					8.00	
100515132225						
100-515132-225 ADMIN - TELEPHONE	AT & T	262 763-3747 163 6 (split)	262763347408 201	08/04/2018	20.25	08/16/2018
100-515132-225 ADMIN - TELEPHONE	VERIZON WIRELESS	Verizon: Acct 286396851-00001 (split)	9811480738	07/23/2018	46.32	08/16/2018
Total 100515132225:					66.57	
100515132298						
100-515132-298 ADMIN - CONTRACT SERVI	E-vergent.com, LLC	BUS WIRELESS MONTHLY ACCT 1610	B1610-99	08/07/2018	610.00	08/16/2018
Total 100515132298:					610.00	
100515141153						
100-515141-153 FINANCE - EMPLOYEE BEN	EMPLOYEE BENEFITS CORPO	EBC FINANCE	2278522	08/15/2018	.50	08/16/2018
Total 100515141153:					.50	
100515141225						
100-515141-225 FINANCE - TELEPHONE	AT & T	262 763-3747 163 6 (split)	262763347408 201	08/04/2018	20.25	08/16/2018
100-515141-225 FINANCE - TELEPHONE	VERIZON WIRELESS	Verizon: Acct 286396851-00001 (split)	9811480738	07/23/2018	46.37	08/16/2018
Total 100515141225:					66.62	
100515142330						
100-515142-330 ELECTIONS - TRAVEL	LODLE, JILL	Travel Reimbursement	081418	08/14/2018	14.72	08/16/2018
Total 100515142330:					14.72	
100525211153						
100-525211-153 POLICE - EMP BENEFITS C	EMPLOYEE BENEFITS CORPO	EBC POLICE	2278522	08/15/2018	6.50	08/16/2018
Total 100525211153:					6.50	

GL Account and Title	Vendor Name	Description	Invoice Number	Invoice Date	Net Invoice Amount	Date Paid
100525211225						
100-525211-225 POLICE - TELEPHONE	AT & T	262 763-3747 163 6 (split)	262763347408 201	08/04/2018	101.29	08/16/2018
100-525211-225 POLICE - TELEPHONE	VERIZON WIRELESS	Verizon: Acct 286396851-00001 (split)	9811480738	07/23/2018	488.06	08/16/2018
Total 100525211225:					589.35	
100525211330						
100-525211-330 POLICE - TRAVEL	WI DEPT OF JUSTICE	CIB CONFERENCE	CIB18-0347-0224-0	08/09/2018	150.00	08/16/2018
100-525211-330 POLICE - TRAVEL	KRUSEMARK, JEREMY	Reimbursement: Travel K9 Care	080218	08/10/2018	95.02	08/16/2018
Total 100525211330:					245.02	
100525220153						
100-525220-153 FIRE - EMPLOYEE BENEFIT	EMPLOYEE BENEFITS CORPO	EBC FIRE	2278522	08/15/2018	10.00	08/16/2018
Total 100525220153:					10.00	
100525220225						
100-525220-225 FIRE - TELEPHONE	AT & T	262 763-3747 163 6 (split)	262763347408 201	08/04/2018	81.01	08/16/2018
100-525220-225 FIRE - TELEPHONE	VERIZON WIRELESS	Verizon: Acct 286396851-00001 (split)	9811480738	07/23/2018	96.13	08/16/2018
Total 100525220225:					177.14	
100525231225						
100-525231-225 BLDG INSP - TELEPHONE	VERIZON WIRELESS	Verizon: Acct 286396851-00001 (split)	9811480738	07/23/2018	15.00	08/16/2018
Total 100525231225:					15.00	
100535321225						
100-535321-225 STREETS - TELEPHONE	AT & T	262 763-3747 163 6 (split)	262763347408 201	08/04/2018	40.51	08/16/2018
100-535321-225 STREETS - TELEPHONE	VERIZON WIRELESS	Verizon: Acct 286396851-00001 (split)	9811480738	07/23/2018	80.78	08/16/2018
Total 100535321225:					121.29	
100535321310						
100-535321-310 STREETS - OFF SUPP/POS	TIME WARNER CABLE	Acct # 079820101 (split)	079820101080118	08/01/2018	28.90	08/16/2018
Total 100535321310:					28.90	
100555551220						
100-555551-220 PARKS - UTILITIES	WE ENERGIES	3832-053-838	3832053838JUL18	08/05/2018	41.87	08/16/2018
Total 100555551220:					41.87	
100555551310						
100-555551-310 PARKS - OFFICE SUPP, PO	TIME WARNER CABLE	Acct # 079820101 (split)	079820101080118	08/01/2018	28.89	08/16/2018
Total 100555551310:					28.89	
251555511153						
251-555511-153 EMPLOYEE BENEFITS	EMPLOYEE BENEFITS CORPO	EBC LIBRARY	2278522	08/15/2018	2.00	08/16/2018
Total 251555511153:					2.00	
251555511345						
251-555511-345 PROGRAMS	PUCCINI, JENNIFER	Reimbursement - Program Supplies	081018	08/10/2018	116.53	08/16/2018
251-555511-345 PROGRAMS	THOURSON, TERRY	HAPPINESS PRESENTATION	091218	08/14/2018	140.00	08/16/2018

GL Account and Title	Vendor Name	Description	Invoice Number	Invoice Date	Net Invoice Amount	Date Paid
Total 251555511345:					256.53	
453565616823						
453-565616-823	2017 Pool Construction Proje	AYRES ASSOCIATES	ICONICA STATE REVIEW & PERMIT FEES	176029	08/07/2018	4,865.00 08/16/2018
Total 453565616823:					4,865.00	
621575740153						
621-575740-153	EMPLOYEE BENEFITS	EMPLOYEE BENEFITS CORPO	EBC WWTP	2278522	08/15/2018	20.00 08/16/2018
Total 621575740153:					20.00	
621575740225						
621-575740-225	TELEPHONE	TIME WARNER CABLE	Acct # 079820101 (split)	079820101080118	08/01/2018	28.90 08/16/2018
621-575740-225	TELEPHONE	VERIZON WIRELESS	Verizon: Acct 286396851-00001 (split)	9811480738	07/23/2018	27.65 08/16/2018
Total 621575740225:					56.55	
622509210000						
622-509210-000	OFFICE SUPPLY	TIME WARNER CABLE	Acct # 079820101 (split)	079820101080118	08/01/2018	28.90 08/16/2018
622-509210-000	OFFICE SUPPLY	TIME WARNER CABLE	Time Warner WWTP Acct # 715297601	715297601080818	08/08/2018	101.19 08/16/2018
622-509210-000	OFFICE SUPPLY	AT & T	262 763-3747 163 6 (split)	262763347408 201	08/04/2018	40.50 08/16/2018
Total 622509210000:					170.59	
622509260153						
622-509260-153	EMPLOYEE BENEFITS	EMPLOYEE BENEFITS CORPO	EBC WATER	2278522	08/15/2018	3.00 08/16/2018
Total 622509260153:					3.00	
623575740220						
623-575740-220	ELECTRIC	WE ENERGIES	3243-871-135	3243871135JUL18	08/08/2018	82.69 08/16/2018
623-575740-220	ELECTRIC	WE ENERGIES	4066-688-457	4066688457JUL18	08/08/2018	10.06 08/16/2018
623-575740-220	ELECTRIC	WE ENERGIES	4619-277-006	4619277006JUL18	08/08/2018	416.19 08/16/2018
623-575740-220	ELECTRIC	WE ENERGIES	6069-094-440	6069094440JUL18	08/08/2018	258.19 08/16/2018
623-575740-220	ELECTRIC	WE ENERGIES	6280-861-972	6280861972JUL18	08/09/2018	18.22 08/16/2018
623-575740-220	ELECTRIC	WE ENERGIES	6831-002-581	6831002581JUL18	08/08/2018	57.36 08/16/2018
623-575740-220	ELECTRIC	WE ENERGIES	7460-654-921	7460654921JUL18	08/08/2018	51.00 08/16/2018
623-575740-220	ELECTRIC	WE ENERGIES	8460-785-002	8460785002JUL18	08/08/2018	27.25 08/16/2018
Total 623575740220:					920.96	
623575740225						
623-575740-225	TELEPHONE	AT & T	262 763-3747 163 6 (split)	262763347408 201	08/04/2018	60.76 08/16/2018
Total 623575740225:					60.76	
Grand Totals:					9,484.44	

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

Dated: _____

Motion for Approval by: _____

Motion Seconded by: _____

GL Account and Title	Vendor Name	Description	Invoice Number	Invoice Date	Net Invoice Amount	Date Paid
100454521001						
100-454521-001 BOND FEES	RACINE COUNTY CLERK OF C	Pembroke, Robert; Case:13FA1104	13FA1104	08/20/2018	1,535.00	08/24/2018
100-454521-001 BOND FEES	RACINE COUNTY CLERK OF C	Gerth, K.;Case:18-8067	18-8067	08/10/2018	150.00	08/24/2018
Total 100454521001:					1,685.00	
100454591000						
100-454591-000 PARK DEPT	FILER, JAMES	REFUND PARK SECURITY DEPOSIT	2.010452	08/22/2018	100.00	08/24/2018
100-454591-000 PARK DEPT	HARRIS, PENNY	REFUND PARK SECURITY DEPOSIT	2.011567	08/22/2018	100.00	08/24/2018
100-454591-000 PARK DEPT	MCKEEN, SEAN	REFUND PARK SECURITY DEPOSIT	2.010633	08/22/2018	100.00	08/24/2018
100-454591-000 PARK DEPT	STEEPLES, STEPHANIE	REFUND PARK SECURITY DEPOSIT	2.011568	08/22/2018	100.00	08/24/2018
Total 100454591000:					400.00	
100515132225						
100-515132-225 ADMIN - TELEPHONE	AT & T LONG DISTANCE	AT&T Long Distance 829440291(split)	829440291-08/18	08/04/2018	1.69	08/24/2018
Total 100515132225:					1.69	
100515140330						
100-515140-330 CLERK - TRAINING & TRAV	HALBACH, DIAHNN	100515140330	082418	08/24/2018	248.76	08/24/2018
Total 100515140330:					248.76	
100515141213						
100-515141-213 FINANCE - ACCTING AND A	UNITED STATES TREASURY	ID 39-6005409 Tax form 720 06/30/17	081318	08/13/2018	122.36	08/24/2018
Total 100515141213:					122.36	
100515142330						
100-515142-330 ELECTIONS - TRAVEL	SOLOFRA, PATRICIA	Travel Reimbursement	081518	08/24/2018	23.65	08/24/2018
100-515142-330 ELECTIONS - TRAVEL	HALBACH, DIAHNN	Reimbursement - Mileage	081518	08/15/2018	34.12	08/24/2018
Total 100515142330:					57.77	
100525211533						
100-525211-533 POLICE - COPY MACHINE R	JAMES IMAGING SYSTEMS, IN	TOSHIBA- 4555C	23126235	08/06/2018	308.43	08/24/2018
Total 100525211533:					308.43	
100525220220						
100-525220-220 FIRE - UTILITY SERVICES	TIME WARNER CABLE	Acct # 079780001	079780001080118	08/01/2018	115.59	08/24/2018
Total 100525220220:					115.59	
100525220225						
100-525220-225 FIRE - TELEPHONE	AT & T LONG DISTANCE	AT&T Long Distance 829440291(split)	829440291-08/18	08/04/2018	2.15	08/24/2018
Total 100525220225:					2.15	
100535321220						
100-535321-220 STREETS - UTILITIES	WE ENERGIES	0421-498-624	0421498624JUL18	08/08/2018	31.12	08/24/2018
100-535321-220 STREETS - UTILITIES	WE ENERGIES	7617-269-652	7617269652JUL18	08/09/2018	41.07	08/24/2018
Total 100535321220:					72.19	
100535321261						
100-535321-261 STREETS - LIGHTING	WE ENERGIES	3073-922-427	3073922427JUL18	08/08/2018	15.71	08/24/2018
100-535321-261 STREETS - LIGHTING	WE ENERGIES	3277-994-067	3277994067JUL18	08/08/2018	34.41	08/24/2018

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100-535321-261 STREETS - LIGHTING	WE ENERGIES	4067-122-145	4067122145JUL18	08/08/2018	22.92	08/24/2018
100-535321-261 STREETS - LIGHTING	WE ENERGIES	5639-265-567	5639265567JUL18	08/08/2018	413.48	08/24/2018
100-535321-261 STREETS - LIGHTING	WE ENERGIES	6438-309-692	6438309692JUL18	08/12/2018	108.06	08/24/2018
100-535321-261 STREETS - LIGHTING	WE ENERGIES	6838-102-431	6838102431JUL18	08/09/2018	236.85	08/24/2018
Total 100535321261:					831.43	
100555551220						
100-555551-220 PARKS - UTILITIES	WE ENERGIES	0235-568-359	0235568359JUL18	08/08/2018	196.12	08/24/2018
100-555551-220 PARKS - UTILITIES	WE ENERGIES	1486-453-053	1486453053JUL18	08/09/2018	17.86	08/24/2018
100-555551-220 PARKS - UTILITIES	WE ENERGIES	2672-334-997	2672334997JUL18	08/08/2018	171.19	08/24/2018
100-555551-220 PARKS - UTILITIES	WE ENERGIES	3406-030-405	3406030405JUL18	08/08/2018	31.50	08/24/2018
100-555551-220 PARKS - UTILITIES	WE ENERGIES	4278-074-627	4278074627JUL18	08/09/2018	40.78	08/24/2018
100-555551-220 PARKS - UTILITIES	WE ENERGIES	4447-370-241	4447370241JUL18	08/08/2018	49.41	08/24/2018
100-555551-220 PARKS - UTILITIES	WE ENERGIES	4484-977-713	4484977713AUG18	08/09/2018	69.51	08/24/2018
100-555551-220 PARKS - UTILITIES	WE ENERGIES	4485-586-752	4485586752JUL18	08/09/2018	48.52	08/24/2018
100-555551-220 PARKS - UTILITIES	WE ENERGIES	5200-062-983	5200062983JUL18	08/09/2018	15.71	08/24/2018
100-555551-220 PARKS - UTILITIES	WE ENERGIES	5276-292-324	5276292324JUL18	08/09/2018	19.56	08/24/2018
100-555551-220 PARKS - UTILITIES	WE ENERGIES	7060-825-262	7060825353JUL18	08/08/2018	79.37	08/24/2018
Total 100555551220:					739.53	
100565639399						
100-565639-399 ECONOMIC DEVELOPMENT	RACINE COUNTY TREASURER	617 N Pine 206-03-19-32-017-000	RES4912(14)	08/21/2018	6,149.59	08/24/2018
Total 100565639399:					6,149.59	
251555511247						
251-555511-247 REPAIR,MAINTENANCE BUI	DONERITE JANITORIAL SERV I	Library Janitorial Service	3223	08/20/2018	1,400.00	08/24/2018
Total 251555511247:					1,400.00	
251555511327						
251-555511-327 MATERIALS	THE NEW YORK TIMES	NEW YORK TIMES LIBRARY SUBSCRIPTION	805150968 2018	08/05/2018	447.20	08/24/2018
Total 251555511327:					447.20	
453565616830						
453-565616-830 Disaster Expenditure	AT & T	287278196495	287278196495X081	08/05/2018	438.99	08/24/2018
Total 453565616830:					438.99	
501514900000						
501-514900-000 ADMINISTRATIVE EXPENSE	DIRECTPATH	Monthly fee for Advocacy Serv	AT40465	08/23/2018	153.00	08/24/2018
Total 501514900000:					153.00	
621575740220						
621-575740-220 WWTP-ELECTRIC	WE ENERGIES	0469-455-267	0469455267AUG18	08/16/2018	149.29	08/24/2018
621-575740-220 WWTP-ELECTRIC	WE ENERGIES	7672-906-685	7672906685JUL18	08/09/2018	211.77	08/24/2018
621-575740-220 WWTP-ELECTRIC	WE ENERGIES	8098-971-449	8098971449JUL18	08/12/2018	35.11	08/24/2018
Total 621575740220:					396.17	
621575740225						
621-575740-225 TELEPHONE	TDS	TDS WWTP 262-539-3646	262-539-3646 09/18	08/19/2018	195.67	08/24/2018
621-575740-225 TELEPHONE	VERIZON WIRELESS	SCADA WWTP Acct # 242013605-00001	9812478464	08/10/2018	31.28	08/24/2018

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Total 621575740225:					226.95	
621575740310						
621-575740-310 OFFICE SUPPLIES, POSTA	TIME WARNER CABLE	Time Warner WWTP Acct # 702658601	702658601081218	08/12/2018	124.94	08/24/2018
Total 621575740310:					124.94	
622506230000						
622-506230-000 SUPPLIES	AMAZON.COM/GE MONEY	60457 8781 046912 8	453859764893	07/13/2018	445.00	08/24/2018
Total 622506230000:					445.00	
622509210000						
622-509210-000 OFFICE SUPPLY	AT & T	414 r24-8901 367 9	414R24890108 18	08/10/2018	68.95	08/24/2018
Total 622509210000:					68.95	
622509350000						
622-509350-000 GENERAL PLANT-SUPPLIE	AMAZON.COM/GE MONEY	60457 8781 046912 8	595645633985	08/01/2018	35.35	08/24/2018
Total 622509350000:					35.35	
623575740200						
623-575740-200 FUEL FOR RESALE	ASCENT AVIATION GROUP, INC	JET A	546366	08/13/2018	20,419.77	08/24/2018
Total 623575740200:					20,419.77	
875232000						
875-232000 MUNICIPAL COURT DEP	SEWELL, JAMES	REFUND-PD WRONG MUNICIPALITY	BB430326	08/16/2018	133.80	08/24/2018
Total 875232000:					133.80	
Grand Totals:					35,024.61	

Dated: _____

Motion for Approval by: _____

Motion Seconded by: _____

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100515111399						
100-515111-399 CITY COUNCIL - PUBLICATI	SOUTHERN LAKES NEWSPAPE	CUP Hearing 164 E Washington	323093	08/09/2018	57.16	
100-515111-399 CITY COUNCIL - PUBLICATI	SOUTHERN LAKES NEWSPAPE	PH Cruzin Transport	324282	08/17/2018	17.28	
100-515111-399 CITY COUNCIL - PUBLICATI	SOUTHERN LAKES NEWSPAPE	BOR Notice	324302	08/17/2018	69.59	
Total 100515111399:					144.03	
100515121248						
100-515121-248 MUNI COURT - REP & MAIN	DONERITE JANITORIAL SERV I	City Hall Split Muni Court	3228	08/20/2018	45.08	
Total 100515121248:					45.08	
100515121310						
100-515121-310 MUNI COURT - OFFICE SUP	RICHTER'S MARKETPLACE	Richter's Marketplace - #1083 City Hall	082318CH	08/23/2018	3.33	
Total 100515121310:					3.33	
100515121344						
100-515121-344 MUNI COURT - JANITOR SU	ELKHORN CHEMICAL & PACKA	Muni Janitor Supplies	602485	08/03/2018	12.46	
Total 100515121344:					12.46	
100515132242						
100-515132-242 ADMIN - REPAIRS AND MAI	WATER WORKS PLUMBING CO.	CH clogged sink drain	42735	08/11/2018	115.00	
100-515132-242 ADMIN - REPAIRS AND MAI	REINEMANS, INC.	City hall valve	150229	08/27/2018	21.98	
Total 100515132242:					136.98	
100515132248						
100-515132-248 REPAIRS & MAINT BUILDIN	DONERITE JANITORIAL SERV I	City Hall Split Admin	3228	08/20/2018	270.00	
Total 100515132248:					270.00	
100515132310						
100-515132-310 ADMIN - OFF SUPP-POSTA	ALSCO	ALSCO DPW (split) Customer # 074780	IMIL1355833	08/15/2018	2.97	
100-515132-310 ADMIN - OFF SUPP-POSTA	ALSCO	ALSCO DPW (split) Customer # 074780	IMIL1358110	08/22/2018	2.97	
100-515132-310 ADMIN - OFF SUPP-POSTA	STAPLES BUSINESS ADVANTA	STAPLES ADMIN OFFICE SUPPLIES	8050910552	08/04/2018	59.22	
Total 100515132310:					65.16	
100515132324						
100-515132-324 ADMIN - MEMBERSHIP DUE	BURLINGTON ROTARY CLUB	BURLINGTON ROTARY CLUB WALTERS	62267	06/30/2018	170.00	
Total 100515132324:					170.00	
100515132344						
100-515132-344 ADMIN - JANITOR SUPPLIE	ELKHORN CHEMICAL & PACKA	Admin Janitor Supplies	602485	08/03/2018	147.04	
Total 100515132344:					147.04	
100515132399						
100-515132-399 ADMIN - SUNDRY EXPENSE	RICHTER'S MARKETPLACE	Richter's Marketplace - City Hall	081718CH	08/17/2018	5.85	
100-515132-399 ADMIN - SUNDRY EXPENSE	RICHTER'S MARKETPLACE	Richter's Marketplace - #1083 City Hall	082318CH	08/23/2018	3.33	
Total 100515132399:					9.18	
100515140248						
100-515140-248 CLERK-REPAIRS & MAINT B	DONERITE JANITORIAL SERV I	City Hall Split Clerk	3228	08/20/2018	44.96	

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Total 100515140248:					44.96	
100515140344						
100-515140-344 CLERK - JANITOR SUPPLIE	ELKHORN CHEMICAL & PACKA	Clerk Janitor Supplies	602485	08/03/2018	12.46	
Total 100515140344:					12.46	
100515141248						
100-515141-248 FINANCE - REP AND MAINT	DONERITE JANITORIAL SERV I	City Hall Split Finance	3228	08/20/2018	270.00	
Total 100515141248:					270.00	
100515141310						
100-515141-310 FINANCE - OFFICE SUPP/P	RICHTER'S MARKETPLACE	Richter's Marketplace - #1083 City Hall	082318CH	08/23/2018	3.33	
Total 100515141310:					3.33	
100515141344						
100-515141-344 FINANCE - JANITOR SUPPLI	ELKHORN CHEMICAL & PACKA	Finance Janitor Supplies	602485	08/03/2018	77.26	
Total 100515141344:					77.26	
100515141510						
100-515141-510 FINANCE - INSURANCE BO	ZAREK INSURANCE, INC.	Treasures Bond	7860	06/18/2018	1,300.00	
Total 100515141510:					1,300.00	
100515161298						
100-515161-298 ATTORNEY - CONTRACT S	VONBRIESEN & ROPER, S.C.	VON BRIESEN & PURTELL LABOR & EMPLOYME	11482	08/16/2018	2,278.50	
100-515161-298 ATTORNEY - CONTRACT S	VONBRIESEN & ROPER, S.C.	Von Briesen & Roper - Personnel	266246	08/16/2018	4,246.26	
Total 100515161298:					6,524.76	
100525211145						
100-525211-145 POLICE - EMP REIMBURSE	RUMA SPORTS	PD - tshirt/hoodies	17413	08/07/2018	341.00	
Total 100525211145:					341.00	
100525211242						
100-525211-242 POLICE - REPAIR/MTCE EQ	LYNCH BURLINGTON	Car Wash Coupons	081018CW	08/10/2018	250.00	
Total 100525211242:					250.00	
100525211310						
100-525211-310 POLICE - OFF SUPP-POSTA	RICHTER'S MARKETPLACE	Richter's Marketplace - #1012 Police Dept	081318PD	08/13/2018	5.85	
100-525211-310 POLICE - OFF SUPP-POSTA	STAPLES BUSINESS ADVANTA	STAPLES POLICE DEPT	8050910552	08/04/2018	367.51	
Total 100525211310:					373.36	
100525211346						
100-525211-346 POLICE - UNIFORM REPAIR	LARK UNIFORM OUTFITTERS	Lark Uniform - Police Dept	271928	08/06/2018	90.95	
Total 100525211346:					90.95	
100525220157						
100-525220-157 FIRE - INSERVICE TRAININ	ORGANIZATION DEVELOPMEN	ODC - Professional Service FD	12340	08/15/2018	600.00	

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Total 100525220157:					600.00	
100525220242						
100-525220-242	FIRE - REPAIR & MAINT VE	REINEMANS, INC.	V#920/925 antifreeze/dremel tools	149672	08/16/2018	21.58
100-525220-242	FIRE - REPAIR & MAINT VE	BUMPER TO BUMPER BURLING	V #951 - parts	1-346858	08/09/2018	42.18
Total 100525220242:					63.76	
100525220244						
100-525220-244	FIRE - REPAIR MAINT EQUI	BENDLIN FIRE EQUIP. CO., INC.	POSI CHEK MAINTENANCE- FLOW TESTING AIR	99320	08/13/2018	1,732.95
Total 100525220244:					1,732.95	
100525220248						
100-525220-248	FIRE - REPAIR MAINT BLDG	AUTUMN SUPPLY	Autumn Supply -Towels	12383	08/06/2018	75.78
100-525220-248	FIRE - REPAIR MAINT BLDG	MENARDS	Menards Acct 32120264	70411	08/08/2018	22.90
100-525220-248	FIRE - REPAIR MAINT BLDG	REINEMANS, INC.	Mouse traps	149157	08/06/2018	13.48
100-525220-248	FIRE - REPAIR MAINT BLDG	REINEMANS, INC.	V#920/925 antifreeze/dremel tools	149672	08/16/2018	9.88
100-525220-248	FIRE - REPAIR MAINT BLDG	SOLOFRA PLUMBING & HEATIN	FD clogged kitchen sink	81486	08/06/2018	160.25
Total 100525220248:					282.29	
100525220295						
100-525220-295	Medical Service/Supply	EMERGENCY MED. PRODUCTS	Double Box Holder for Gloves	2007832	08/08/2018	49.45
Total 100525220295:					49.45	
100525220310						
100-525220-310	FIRE - OFFICE SUPPLIES	REINEMANS, INC.	shipping Port o count machine	149234	08/07/2018	237.61
100-525220-310	FIRE - OFFICE SUPPLIES	REINEMANS, INC.	shipping gas meter	149923	08/21/2018	9.43
100-525220-310	FIRE - OFFICE SUPPLIES	STAPLES BUSINESS ADVANTA	STAPLES FIRE DEPT SUPPLIES	8050910552	08/04/2018	147.89
Total 100525220310:					394.93	
100525220389						
100-525220-389	FIRE - PROTECTIVE CLOTH	CONWAY SHIELDS	FIRE DEPT - SUPPLIES	0426615-IN	08/02/2018	1,746.00
100-525220-389	FIRE - PROTECTIVE CLOTH	CONWAY SHIELDS	FIRE DEPT - PROTECTIVE CLOTHING	0427111-IN	08/14/2018	861.77
Total 100525220389:					2,607.77	
100525231248						
100-525231-248	BLDG INSP REP & MAINT B	DONERITE JANITORIAL SERV I	City Hall Split Bldg	3228	08/20/2018	44.96
Total 100525231248:					44.96	
100525231310						
100-525231-310	BLDG INSP - OPERATING S	LANGE ENTERPRISES	4 digit frames	66355	08/16/2018	42.01
100-525231-310	BLDG INSP - OPERATING S	STAPLES BUSINESS ADVANTA	STAPLES BLDG SUPPLIES	8050910552	08/04/2018	70.80
Total 100525231310:					112.81	
100535321159						
100-535321-159	STREETS - CLOTHING ALL	ALSCO	ALSCO DPW (split) Customer # 074780	IMIL1355833	08/15/2018	34.69
100-535321-159	STREETS - CLOTHING ALL	ALSCO	ALSCO DPW (split) Customer # 074780	IMIL1358110	08/22/2018	34.69
Total 100535321159:					69.38	

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100535321242						
100-535321-242 STREETS - REP MAINT VE	LYNCH TRUCK CENTER	LYNCH TRUCK CENTER UNIT 510	225107	08/08/2018	169.54	
100-535321-242 STREETS - REP MAINT VE	OTTER SALES & SERVICE, INC.	#601R serpentine belt	1013130	08/09/2018	19.00	
100-535321-242 STREETS - REP MAINT VE	BUMPER TO BUMPER BURLING	unit 510 - parts (split)	1-346814	08/09/2018	12.59	
100-535321-242 STREETS - REP MAINT VE	BUMPER TO BUMPER BURLING	DPW Antifreeze	1-346994	08/13/2018	50.97	
100-535321-242 STREETS - REP MAINT VE	BUMPER TO BUMPER BURLING	#51 parts (split)	1-347400	08/21/2018	12.70	
100-535321-242 STREETS - REP MAINT VE	BUMPER TO BUMPER BURLING	#51 center support	1-347404	08/21/2018	21.95	
Total 100535321242:					286.75	
100535321248						
100-535321-248 STREETS REP & MAINT BL	ALSCO	ALSCO DPW (split) Customer # 074781	IMIL1358111	08/22/2018	12.81	
Total 100535321248:					12.81	
100535321298						
100-535321-298 STREETS - CONTRACT SER	WANASEK CORPORATION	Street Sweeper	8547	05/10/2018	6,968.77	
100-535321-298 STREETS - CONTRACT SER	WANASEK CORPORATION	Street Sweeper	8794	08/08/2018	5,547.14	
100-535321-298 STREETS - CONTRACT SER	DONERITE JANITORIAL SERV I	DONERITE BILLING WWTP (split)	3230	08/20/2018	368.00	
100-535321-298 STREETS - CONTRACT SER	JOHNSON CONTROLS FIRE PR	DPW - Fire Alarm Battery replacement	858046777	07/30/2018	407.58	
Total 100535321298:					13,291.49	
100535321310						
100-535321-310 STREETS - OFF SUPP/POS	RICHTER'S MARKETPLACE	Richter's Marketplace - DPW(split)	8/14/18	08/14/2018	4.12	
100-535321-310 STREETS - OFF SUPP/POS	STAPLES BUSINESS ADVANTA	STAPLES STREET OFFICE SUPPLIES	8050910552	08/04/2018	6.19	
100-535321-310 STREETS - OFF SUPP/POS	CANON FINANCIAL SERVICES,	Contrat No. WI#505ENT-M15-MFD (split)	19112072	08/14/2018	46.20	
100-535321-310 STREETS - OFF SUPP/POS	CANON FINANCIAL SERVICES,	Contract No. 3091 /505ENT-M15-MFDCopier	19112073	08/14/2018	5.59	
100-535321-310 STREETS - OFF SUPP/POS	BIG R OF BURLINGTON	DPW - coffee urn	495/R	08/21/2018	16.67	
Total 100535321310:					78.77	
100535321350						
100-535321-350 STREETS - REP MAINT SUP	REINEMANS, INC.	shop supplies	149394	08/10/2018	6.49	
100-535321-350 STREETS - REP MAINT SUP	SHERWIN-WILLIAMS	PAINT SUPPLIES	3092-7	08/01/2018	771.75	
100-535321-350 STREETS - REP MAINT SUP	BUMPER TO BUMPER BURLING	shop supplies (split)	1-346645	08/06/2018	2.30	
100-535321-350 STREETS - REP MAINT SUP	BUMPER TO BUMPER BURLING	Street Dept belt	1-346838	08/09/2018	19.02	
Total 100535321350:					799.56	
100535321352						
100-535321-352 STREETS - REP MAINT STO	ASPHALT CONTRACTORS, INC	LT Grade #4 12.5mm	218263	08/03/2018	54.00	
Total 100535321352:					54.00	
100535321356						
100-535321-356 STREETS-Rep & Maint Street	WANASEK CORPORATION	Milw Ave Patch	18-545-01	08/08/2018	9,800.00	
100-535321-356 STREETS-Rep & Maint Street	WANASEK CORPORATION	Pole removal Amanda & Milwaukee	8831	08/15/2018	230.13	
Total 100535321356:					10,030.13	
10055551159						
100-555551-159 PARKS - CLOTHING	ALSCO	ALSCO DPW (split) Customer # 074780	IMIL1355833	08/15/2018	34.69	
100-555551-159 PARKS - CLOTHING	ALSCO	ALSCO DPW (split) Customer # 074780	IMIL1358110	08/22/2018	34.69	
Total 10055551159:					69.38	
10055551242						
100-555551-242 PARKS - REPAIR MAINT VE	LYNCH TRUCK CENTER	LYNCH TRUCK CENTER UNIT 510	225107	08/08/2018	169.53	

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100-555551-242	PARKS - REPAIR MAINT VE	OTTER SALES & SERVICE, INC.	#601R serpentine belt	1013130	08/09/2018	19.00
100-555551-242	PARKS - REPAIR MAINT VE	BUMPER TO BUMPER BURLING	unit 510 - parts (split)	1-346814	08/09/2018	12.58
100-555551-242	PARKS - REPAIR MAINT VE	BUMPER TO BUMPER BURLING	DPW Antifreeze	1-346994	08/13/2018	50.97
100-555551-242	PARKS - REPAIR MAINT VE	BUMPER TO BUMPER BURLING	#51 parts (split)	1-347400	08/21/2018	12.70
100-555551-242	PARKS - REPAIR MAINT VE	BUMPER TO BUMPER BURLING	#51 center support	1-347404	08/21/2018	21.94
Total 100555551242:						286.72
100555551244						
100-555551-244	PARKS - REPAIR MAINT EQ	LOIS TIRE SHOP,INC.	LOIS TIRE - Unit 107	426654	08/20/2018	25.89
Total 100555551244:						25.89
100555551248						
100-555551-248	PARKS - REPAIR MAINT BL	ALSCO	ALSCO DPW (split) Customer # 074781	IMIL1358111	08/22/2018	6.40
Total 100555551248:						6.40
100555551265						
100-555551-265	PARKS - FESTIVAL EXPENS	RICHTER'S MARKETPLACE	Rodeo Supplies	C0340	08/20/2018	49.02
100-555551-265	PARKS - FESTIVAL EXPENS	STAPLES BUSINESS ADVANTA	STAPLES PARKS DEPT	8050910552	08/04/2018	60.05
100-555551-265	PARKS - FESTIVAL EXPENS	BIG R OF BURLINGTON	Rodeo Supplies	495/R	08/21/2018	44.97
Total 100555551265:						154.04
100555551298						
100-555551-298	PARKS - OUTSIDE SERVICE	PATS SERVICES, INC	PATS SANITARY COMPOST SITE 7153	A-164890	08/15/2018	100.00
100-555551-298	PARKS - OUTSIDE SERVICE	PATS SERVICES, INC	PATS SANITARY DOG PARK TOILET RENTAL	A-165117	08/20/2018	80.00
100-555551-298	PARKS - OUTSIDE SERVICE	DONERITE JANITORIAL SERV I	DONERITE BILLING WWTP (split)	3230	08/20/2018	184.00
100-555551-298	PARKS - OUTSIDE SERVICE	JOHNSON CONTROLS FIRE PR	DPW - Fire Alarm Battery replacement	858046777	07/30/2018	407.57
Total 100555551298:						771.57
100555551310						
100-555551-310	PARKS - OFFICE SUPP, PO	RICHTER'S MARKETPLACE	Richter's Marketplace - DPW(split)	8/14/18	08/14/2018	4.11
100-555551-310	PARKS - OFFICE SUPP, PO	CANON FINANCIAL SERVICES,	Contrat No. WI#505ENT-M15-MFD (split)	19112072	08/14/2018	23.10
100-555551-310	PARKS - OFFICE SUPP, PO	CANON FINANCIAL SERVICES,	Contract No. 3091 /505ENT-M15-MFDCopier	19112073	08/14/2018	2.80
100-555551-310	PARKS - OFFICE SUPP, PO	BIG R OF BURLINGTON	DPW - coffee urn	495/R	08/21/2018	16.66
Total 100555551310:						46.67
100555551350						
100-555551-350	PARKS - REPAIR/MTCE SUP	REINEMANS, INC.	shop supplies	149394	08/10/2018	6.49
100-555551-350	PARKS - REPAIR/MTCE SUP	ARBOR IMAGES, INC.	Arbor Images - Playground Mix	61442BC	08/02/2018	3,180.00
100-555551-350	PARKS - REPAIR/MTCE SUP	BUMPER TO BUMPER BURLING	shop supplies (split)	1-346645	08/06/2018	2.29
100-555551-350	PARKS - REPAIR/MTCE SUP	OTTO PAAP CO, INC	Otto Paap - Park Dept parts	130681	08/17/2018	114.27
Total 100555551350:						3,303.05
100565639399						
100-565639-399	ECONOMIC DEVELOPMENT	RACINE CO ECONOMIC DEV. C	RCEDC 3RD QUARTER CONTRACT	Q3 2018	08/10/2018	10,600.00
Total 100565639399:						10,600.00
251555511247						
251-555511-247	REPAIR,MAINTENANCE BUI	ELKHORN CHEMICAL & PACKA	Building Supplies	602487	08/28/2018	434.02
251-555511-247	REPAIR,MAINTENANCE BUI	MENARDS	Building supplies	68474	08/28/2018	44.81
251-555511-247	REPAIR,MAINTENANCE BUI	REVERE ELECTRIC SUPPLY C	Book drop frame	53652490.001	08/28/2018	155.73
251-555511-247	REPAIR,MAINTENANCE BUI	REINEMANS, INC.	Building Supplies	148201	08/28/2018	65.24

GL Account and Title	Vendor Name	Description	Invoice Number	Invoice Date	Net Invoice Amount	Date Paid
251-555511-247 REPAIR,MAINTENANCE BUI	VORPAGEL SERVICE INC.	Maintenance contract	07172018	08/28/2018	1,121.54	
251-555511-247 REPAIR,MAINTENANCE BUI	VORPAGEL SERVICE INC.	Thermostat repair	42708	08/28/2018	516.72	
251-555511-247 REPAIR,MAINTENANCE BUI	ACTION FIRE & ALARM INC.	ACTION FIRE & ALARM SERVICE EX LIBRARY	36558	08/28/2018	47.50	
Total 251555511247:					2,385.56	
251555511310						
251-555511-310 OFFICE SUPPLIES, POSTA	DEMCO	Tech Services Supplies	6429866	08/28/2018	154.21	
251-555511-310 OFFICE SUPPLIES, POSTA	RICHTER'S MARKETPLACE	Supplies	06262018	08/28/2018	28.65	
251-555511-310 OFFICE SUPPLIES, POSTA	MINUTEMAN PRESS OF BURLI	General supplies	35370	08/28/2018	26.13	
Total 251555511310:					208.99	
251555511312						
251-555511-312 COMPUTER SUPPLIES	LAKESHORE LIBRARY SYSTEM	Windows 10 upgrade	1990	08/28/2018	142.41	
Total 251555511312:					142.41	
251555511327						
251-555511-327 MATERIALS	BAKER & TAYLOR	Children's Material	2033896115	08/28/2018	2,038.50	
251-555511-327 MATERIALS	BAKER & TAYLOR	Adult Audiobooks	2033900308	08/28/2018	88.90	
251-555511-327 MATERIALS	BAKER & TAYLOR	Library Materials	203884327	08/28/2018	1,749.43	
251-555511-327 MATERIALS	BAKER & TAYLOR ENTERTAIN	2dvd & 2bluray	H01704300	08/28/2018	71.97	
251-555511-327 MATERIALS	CENTER POINT LARGE PRINT	Adult Large Print Material	1598993	08/28/2018	542.88	
251-555511-327 MATERIALS	MARSHALL CAVENDISH CORP	CHILDREN'S MATERIALS	3132671	08/28/2018	195.54	
251-555511-327 MATERIALS	THE H W WILSON COMPANY IN	Adult Reference Materials	350037	08/28/2018	278.00	
251-555511-327 MATERIALS	AMAZON.COM/GE MONEY	Childrens Fiction Materials	0818AMAZON3	08/28/2018	17.90	
251-555511-327 MATERIALS	AMAZON.COM/GE MONEY	Childrens Easy Materials	0818AMAZON4	08/28/2018	14.98	
251-555511-327 MATERIALS	AMAZON.COM/GE MONEY	Adult nonfiction materials	0818AMAZON5	08/28/2018	49.04	
251-555511-327 MATERIALS	AMAZON.COM/GE MONEY	adult fiction materials	0818AMAZON6	08/28/2018	14.00	
251-555511-327 MATERIALS	MIDWEST TAPE, LLC	5 Childrens DVDs	96276079	08/28/2018	93.45	
251-555511-327 MATERIALS	MIDAMERICA BOOKS	Childrens Materials	455272	08/28/2018	113.70	
251-555511-327 MATERIALS	FINDAWAY WORLD LLC	5 A Playaways	264241	08/28/2018	360.95	
Total 251555511327:					5,629.24	
251555511345						
251-555511-345 PROGRAMS	AMAZON.COM/GE MONEY	Adult Program supplies	0818AMAZON	08/28/2018	26.49	
251-555511-345 PROGRAMS	AMAZON.COM/GE MONEY	Childrens Materials	0818AMAZON2	08/28/2018	433.96	
Total 251555511345:					460.45	
453565616823						
453-565616-823 2017 Pool Construction Proje	CARPETLAND USA KENOSHA, I	miscellaneous ceramic tile	95102490	05/15/2018	187.50	
Total 453565616823:					187.50	
453565616826						
453-565616-826 2017 Lewis Street Project	KAPUR & ASSOCIATES, INC.	17.0165.01 Lewis Street Wall	94950	08/07/2018	495.00	
Total 453565616826:					495.00	
465515132800						
465-515132-800 CITY ADMINISTRATOR	TOUCHBOARDS	Smart Board cart	0700421-IN	08/10/2018	623.50	
465-515132-800 CITY ADMINISTRATOR	TOUCHBOARDS	Smart Board	0701023-IN	08/08/2018	3,539.75	
Total 465515132800:					4,163.25	

GL Account and Title	Vendor Name	Description	Invoice Number	Invoice Date	Net Invoice Amount	Date Paid
46555551804						
465-555551-804 PARKS CAPITAL OUTLAY P	TCF EQUIPMENT FINANCE, INC	Mower Financing- Contrat # 008-0658807-300	5641833	08/16/2018	343.28	
Total 46555551804:					343.28	
621575740159						
621-575740-159 CLOTHING ALLOWANCE	ALSCO	ALSCO WWTP (split) Cust # 012230	IMIL1355835	08/15/2018	71.87	
621-575740-159 CLOTHING ALLOWANCE	ALSCO	ALSCO WWTP Cust # 012231 (split)	IMIL1358113	08/22/2018	127.54	
Total 621575740159:					199.41	
621575740244						
621-575740-244 REPAIRS,MAINT EQUIPMEN	ALSCO	ALSCO WWTP (split) Cust # 012230	IMIL1355835	08/15/2018	13.44	
621-575740-244 REPAIRS,MAINT EQUIPMEN	ALSCO	ALSCO WWTP (split) Cust # 012230	IMIL1355836	08/15/2018	134.27	
621-575740-244 REPAIRS,MAINT EQUIPMEN	ALSCO	ALSCO WWTP Cust # 012231 (split)	IMIL1358113	08/22/2018	13.44	
621-575740-244 REPAIRS,MAINT EQUIPMEN	ELKHORN CHEMICAL & PACKA	WWTP Janitor Supplies	601827	07/18/2018	337.24	
621-575740-244 REPAIRS,MAINT EQUIPMEN	ELKHORN CHEMICAL & PACKA	SHOP SUPPLIES	602729	08/13/2018	236.15	
621-575740-244 REPAIRS,MAINT EQUIPMEN	ELKHORN CHEMICAL & PACKA	WWTP Janitor Supplies	602939	08/22/2018	178.09	
621-575740-244 REPAIRS,MAINT EQUIPMEN	GRAINGER	Grainger - filters	9878464859	08/16/2018	43.68	
621-575740-244 REPAIRS,MAINT EQUIPMEN	MENARDS	WWTP supplies	70782	08/13/2018	103.84	
621-575740-244 REPAIRS,MAINT EQUIPMEN	REVERE ELECTRIC SUPPLY C	WWTP Electrical Supplies	S3658549.001	08/17/2018	134.17	
621-575740-244 REPAIRS,MAINT EQUIPMEN	DONERITE JANITORIAL SERV I	DONERITE BILLING WWTP (split)	3230	08/20/2018	1,080.00	
621-575740-244 REPAIRS,MAINT EQUIPMEN	BUMPER TO BUMPER BURLING	WWTP Belts	1-347485	08/22/2018	15.60	
621-575740-244 REPAIRS,MAINT EQUIPMEN	GLEASON REDI-MIX	11tp - 1st stage concrete pad	268375	08/14/2018	900.50	
Total 621575740244:					3,190.42	
621575740248						
621-575740-248 PLANT OPERATION	CUMMINS NPOWER,LLC	Service Call - Onan Gen Set	F6-12423	07/20/2018	533.68	
Total 621575740248:					533.68	
621575740249						
621-575740-249 LABORATORY	ALSCO	ALSCO WWTP (split) Cust # 012230	IMIL1355836	08/15/2018	93.46	
621-575740-249 LABORATORY	IDEXX LABORATORIES	Colisure 200T Irradiated & 120ML Vessel	3035174642	08/09/2018	1,307.57	
621-575740-249 LABORATORY	NCL OF WISCONSIN, INC	LAB SUPPLIES	410980	08/14/2018	608.35	
621-575740-249 LABORATORY	STAPLES BUSINESS ADVANTA	STAPLES WATER OFFICE SUPPLIES	8050910552	08/04/2018	241.13	
621-575740-249 LABORATORY	ROUNDY'S , INC.	Lab - Distilled Water	718021194	08/16/2018	113.76	
Total 621575740249:					2,364.27	
621575740253						
621-575740-253 PHOSPHATE REMOVAL	KEMIRA WATER SOLUTIONS	KEMIRA WWTP FERROUS CHLORIDE	9017600401	07/30/2018	2,592.38	
Total 621575740253:					2,592.38	
621575740310						
621-575740-310 OFFICE SUPPLIES, POSTA	RICHTER'S MARKETPLACE	Richter's Marketplace - DPW(split)	8/14/18	08/14/2018	4.12	
621-575740-310 OFFICE SUPPLIES, POSTA	STAPLES BUSINESS ADVANTA	STAPLES WWTP OFFICE SUPPLIES	8050910552	08/04/2018	56.26	
Total 621575740310:					60.38	
621575740371						
621-575740-371 REG/PERMITS/OUTSIDE TE	NORTHERN LAKE SERVICE, IN	3rd Qtr Sludge/WW testing	339795	08/20/2018	578.50	
Total 621575740371:					578.50	
621575740374						
621-575740-374 SAFETY	BENDLIN FIRE EQUIP. CO., INC.	Flow testing air masks	99255	08/07/2018	148.50	

GL Account and Title	Vendor Name	Description	Invoice Number	Invoice Date	Net Invoice Amount	Date Paid
Total 621575740374:					148.50	
622503460000						
622-503460-000 METERS & LABOR	MIDWEST METER INC	Meter Inventory	0103603-IN	08/15/2018	181.00	
Total 622503460000:					181.00	
622506230000						
622-506230-000 SUPPLIES	MENARDS	Water supplies	70911	08/15/2018	39.99	
622-506230-000 SUPPLIES	WELDERS SUPPLY COMPANY	WELDERS SUPPLY- WATER DEPT	10020150	08/15/2018	49.56	
Total 622506230000:					89.55	
622506250000						
622-506250-000 MAINTENANCE-SUPPLIES	ASPHALT CONTRACTORS, INC	LT Grade #4 12.5mm	218263	08/03/2018	40.50	
622-506250-000 MAINTENANCE-SUPPLIES	RUNDLE-SPENCE	#10 plumbing supplies	S2690080.001	08/13/2018	39.66	
622-506250-000 MAINTENANCE-SUPPLIES	REINEMANS, INC.	#7 painting supplies	149490	08/13/2018	10.34	
622-506250-000 MAINTENANCE-SUPPLIES	REINEMANS, INC.	#7 painting supplies	149554	08/14/2018	26.96	
622-506250-000 MAINTENANCE-SUPPLIES	SHERWIN-WILLIAMS	Paint for #10	3029-9	07/31/2018	96.76	
Total 622506250000:					214.22	
622506320000						
622-506320-000 OPERATION SUPPLIES, EXP	NORTHERN LAKE SERVICE, IN	NORTHERN LAKE SERVICE TESTING	339589	08/13/2018	416.00	
Total 622506320000:					416.00	
622506500000						
622-506500-000 RESERVOIRS & SUPPLES	MENARDS	Standpipe sample station parts	70834	08/14/2018	23.35	
622-506500-000 RESERVOIRS & SUPPLES	K&M WELDING AND FABRICATI	Standpipe Drainbox	1618	08/16/2018	85.00	
Total 622506500000:					108.35	
622506520000						
622-506520-000 SERVICE-SUPPLIES	WANASEK CORPORATION	Buteo Court service repair	8866	08/21/2018	3,363.72	
622-506520-000 SERVICE-SUPPLIES	CORE & MAIN LP	Core & Main - Water Dept	J248662	08/14/2018	3,448.00	
622-506520-000 SERVICE-SUPPLIES	CORE & MAIN LP	Core & Main - Credit Memo	J259226	07/31/2018	1,539.50	
622-506520-000 SERVICE-SUPPLIES	CORE & MAIN LP	Core & Main - Water Dept	J286770	08/14/2018	318.00	
Total 622506520000:					5,590.22	
622506530000						
622-506530-000 METERS, REPAIRS & TESTI	JCH WATER METER TESTING	JCH WATER METER LARGE WATER METERS	20022	06/27/2018	5,940.00	
Total 622506530000:					5,940.00	
622506540000						
622-506540-000 HYDRANTS & SUPPLIES	CORE & MAIN LP	Core & Main - Water Dept	J253468	08/14/2018	77.00	
Total 622506540000:					77.00	
622509030000						
622-509030-000 OFFICE SUPPLIES	ALSCO	ALSCO DPW - Water Customer #025570	IMIL1355834	08/15/2018	33.71	
622-509030-000 OFFICE SUPPLIES	ALSCO	ALSCO WATER DEPT	IMIL1358112	08/22/2018	33.71	
Total 622509030000:					67.42	

GL Account and Title	Vendor Name	Description	Invoice Number	Invoice Date	Net Invoice Amount	Date Paid
622509210000						
622-509210-000 OFFICE SUPPLY	RICHTER'S MARKETPLACE	Richter's Marketplace - DPW(split)	8/14/18	08/14/2018	4.12	
622-509210-000 OFFICE SUPPLY	STAPLES BUSINESS ADVANTA	STAPLES WATER OFFICE SUPPLIES	8050910552	08/04/2018	6.19	
622-509210-000 OFFICE SUPPLY	CANON FINANCIAL SERVICES,	Contrat No. WI#505ENT-M15-MFD (split)	19112072	08/14/2018	46.20	
622-509210-000 OFFICE SUPPLY	CANON FINANCIAL SERVICES,	Contract No. 3091 /505ENT-M15-MFDCopier	19112073	08/14/2018	5.59	
622-509210-000 OFFICE SUPPLY	BIG R OF BURLINGTON	DPW - coffee urn	495/R	08/21/2018	16.66	
Total 622509210000:					78.76	
622509330000						
622-509330-000 TRANSPORTATION-SUPPLI	CHICO'S, LLC	mower parts	2962	08/15/2018	258.00	
Total 622509330000:					258.00	
622509350000						
622-509350-000 GENERAL PLANT-SUPPLIE	ALSCO	ALSCO DPW (split) Customer # 074781	IMIL1358111	08/22/2018	12.81	
622-509350-000 GENERAL PLANT-SUPPLIE	ELKHORN CHEMICAL & PACKA	Water Dept supplies	602840	08/17/2018	591.58	
622-509350-000 GENERAL PLANT-SUPPLIE	DONERITE JANITORIAL SERV I	DONERITE BILLING WWTP (split)	3230	08/20/2018	368.00	
Total 622509350000:					972.39	
623575740242						
623-575740-242 REPAIR,MAINTENANCE EQ	METCO	METCO AIRPORT - SERVICE TECH	174451	08/09/2018	407.50	
Total 623575740242:					407.50	
623575740298						
623-575740-298 CONTRACT SERVICES	MEISNER, GARY	MEISNER AIRPORT MANAGER SEPT BILLING	2018SEPT	09/04/2018	309.00	
Total 623575740298:					309.00	
Grand Totals:					94,459.50	

Dated: _____

Motion for Approval by: _____

Motion Seconded by: _____



DATE: September 4, 2018

SUBJECT: **LICENSES AND PERMITS** - To approve Operator's licenses as presented and a Taxi-cab renewal application submitted by Cynthia Hansen dba Cruzin Transportation.

SUBMITTED BY: Diahnn Halbach, City Clerk

BACKGROUND/HISTORY:

Operator's License Applications - Operator's licenses (aka Bartender's License) shall be issued to individuals 18 years of age or over who do not have an arrest or conviction record subject to secs. 111.321, 111.322, and 111.335 and will be responsible for supervising activities and pouring of Class "A" beer, Class "B" beer, "Class B" intoxicating liquor, and "Class A" intoxicating liquor and "Class C" wine on premises during required hours in absence of the licensee or approved agent of licensed businesses.

The following individuals have submitted applications:

- | | |
|-------------------|--------------------|
| Lisa Bose | Courtney Burris |
| Faith Demers | Wendy Gorski |
| Tasha Marie Loma | Ronald Manthei |
| Michelle Muraski | Ryan Michael Olson |
| Benjamin Thornton | |

Taxi Cab License Renewal - Ms. Cynthia Hansen, 32200 45th Street, #58, Burlington, Wisconsin, has filed with the City Clerk a renewal application to continue operation of a taxi-cab service (Cruzin Transportation) in the City of Burlington. Per the City's Municipal Code, this application has been on file fifteen days prior to this evening's meeting with a publication date of August 16, 2018 in the Standard Press. Ms. Hansen has expanded her fleet from one vehicle to two and has provided proof of the required insurance coverage which insures the licensee against loss from liability in the amount of \$250,000 for the injury or death of one person in any one accident, and in the amount of \$500,000 for the injury or death of more than one person in any one accident, and in the amount of \$100,000 for damage to property of others for any one accident due to the negligent operation of such vehicle.

BUDGET/FISCAL IMPACT:

Operator's License applicants are charged an administrative fee of which a portion of the funds are applied towards background checks performed by the police department. Licenses granted hereunder shall expire on June 30 of each year.

The fee for the taxi-cab license is \$60 for the first vehicle and \$30 for each additional vehicle plus the \$20 publication fee. Ms. Hansen has a total of two vehicles and has paid in full the amount of \$110.

RECOMMENDATION:

Staff recommends that Council approve the submitted applications.

TIMING/IMPLEMENTATION:

This item is scheduled for consideration at the September 4, 2018 Common Council meeting.



DATE: September 4, 2018

SUBJECT: RESOLUTION 4916(18) - Approval of a Preliminary Plat for the proposed Glen at Stonegate Subdivision, Addition No. II.

SUBMITTED BY: Gregory Guidry, Building Inspector

BACKGROUND/HISTORY:

MC Home Builders met with City staff May of 2018 with their intention of developing the vacant lot north of the existing Glen at Stonegate Subdivision. This 23 acre lot, owned by Birchwood Realty, LLC, is considered Addition No. II of the Glen at Stonegate Subdivision and the final phase of this residential development project.

The Preliminary Plat submitted by MC Home Builders, LLC for the Glen at Stonegate, Addition No. II proposes to develop thirty single-family lots. The original subdivision and Addition No. I contain 63 lots, which are nearly all built out.

The proposed residential lots for Addition II range in size from 11,094 square feet to 56,989 square feet. The larger proposed lots contain primary environmental corridor, wetlands, and a drainage easement. The proposed outlot is 124,210 square feet in size, located in the southeast corner of the proposed addition, and consists of a stormwater pond, wetland, environmental corridor, and a drainage easement.

The Plan Commission discussed and approved this Preliminary Plat and their August 14, 2018 meeting. Per Chapter 278 of the Municipal Code, a preliminary plat is the first step in the approval process with the subdivision addition. A final plat and development agreement with Birchwood Realty, LLC will be considered by the Plan Commission and Common Council in the coming months.

BUDGET/FISCAL IMPACT:

N/A

RECOMMENDATION:

The Plan Commission approved this Preliminary Plat and their August 14, 2018 meeting and recommends Council approval of the same.

TIMING/IMPLEMENTATION:

This item is for discussion at the August 21, 2018 Committee of the Whole meeting and scheduled for final consideration at the September 4, 2018 Common Council meeting.

Attachments

Res 4916(18)

Stonegate Addition II Preliminary Plat

**A RESOLUTION APPROVING A PRELIMINARY PLAT FOR THE PROPOSED GLEN AT
STONEGATE SUBDIVISION ADDITION NO. II**

WHEREAS, the Plan Commission of the City of Burlington has reviewed a preliminary plat shown hereon, proposed and submitted by as submitted by MC Home Builders LLC and owned by Birchwood Realty, LLC for property located north of the existing The Glen at Stonegate Subdivision. The property is on parcel 206-03-19-22-009-000 located at 2500 S. Teut Road; and,

WHEREAS, at their August 14, 2018 meeting, the Plan Commission did recommend approval of the Preliminary Plat based on the information provided, and contingent upon the recommendations included in the August 8, 2018 memorandum by Tanya Fonseca of Graef and the July 11, 2018 memorandum by Gary Splinter of Kapur & Associates.

NOW, THEREFORE, BE IT RESOLVED by the Common Council of the City of Burlington, Racine County, State of Wisconsin, that the attached Preliminary Plat (1 Sheet as prepared by Donald C. Chaput of Chaput Land Surveys, a Wisconsin Certified Land Surveyor, dated July 3, 2018 for the proposed The Glen at Stonegate, Addition No. II located north of the existing The Glen at Stonegate Subdivision adjacent to STH 36, as Attachment "A" is hereby conditionally approved subject to the following:

- The Applicant's design generally with the provisions enumerated in §278-48 "Lots." Some lots may have development limitations due to the delineated wetlands. Per Chapter §278-48(G), corner lots shall have an extra width of 10 feet to permit adequate building setbacks from side streets. In this case, this impacts lots 88 and 89. Given that lots 88 and 89 lots exceed the minimum of 70 feet in width (both are 95.10 feet wide and 226.76 feet deep), these are wide enough, however with the wetlands, and the narrower nature of the lots in comparison to the adjacent lots, consideration may be given to reconfiguring these lots to give these corner lots a slightly larger building envelope, akin to the other lots in the subdivision.
- Per Chapter 278-23 (5), the address of the owner must be shown.
- Per Chapter 236.20 (3)(a), the Section in the preamble below the subdivision name must be listed.
- Per Chapter 236.20 (4)(b), all proposed roadways must be labeled as "Dedicated to Public".

BE IT FURTHER RESOLVED that the City Clerk shall forward a copy of this resolution to Birchwood Realty, LLC.

Introduced: August 21, 2018
Adopted:

Jeannie Hefty, Mayor

Attest:

Diahn Halbach, City Clerk

PRELIMINARY PLAT OF THE GLEN AT STONEGATE ADDITION NO. II

Part of the Northeast 1/4, Southeast 1/4, Southwest 1/4, and Northwest 1/4 of the Northwest 1/4, Township 3 North, Range 19 East, in the City of Burlington, Racine County, Wisconsin.

OWNER:
BIRCHWOOD REALTY LLC

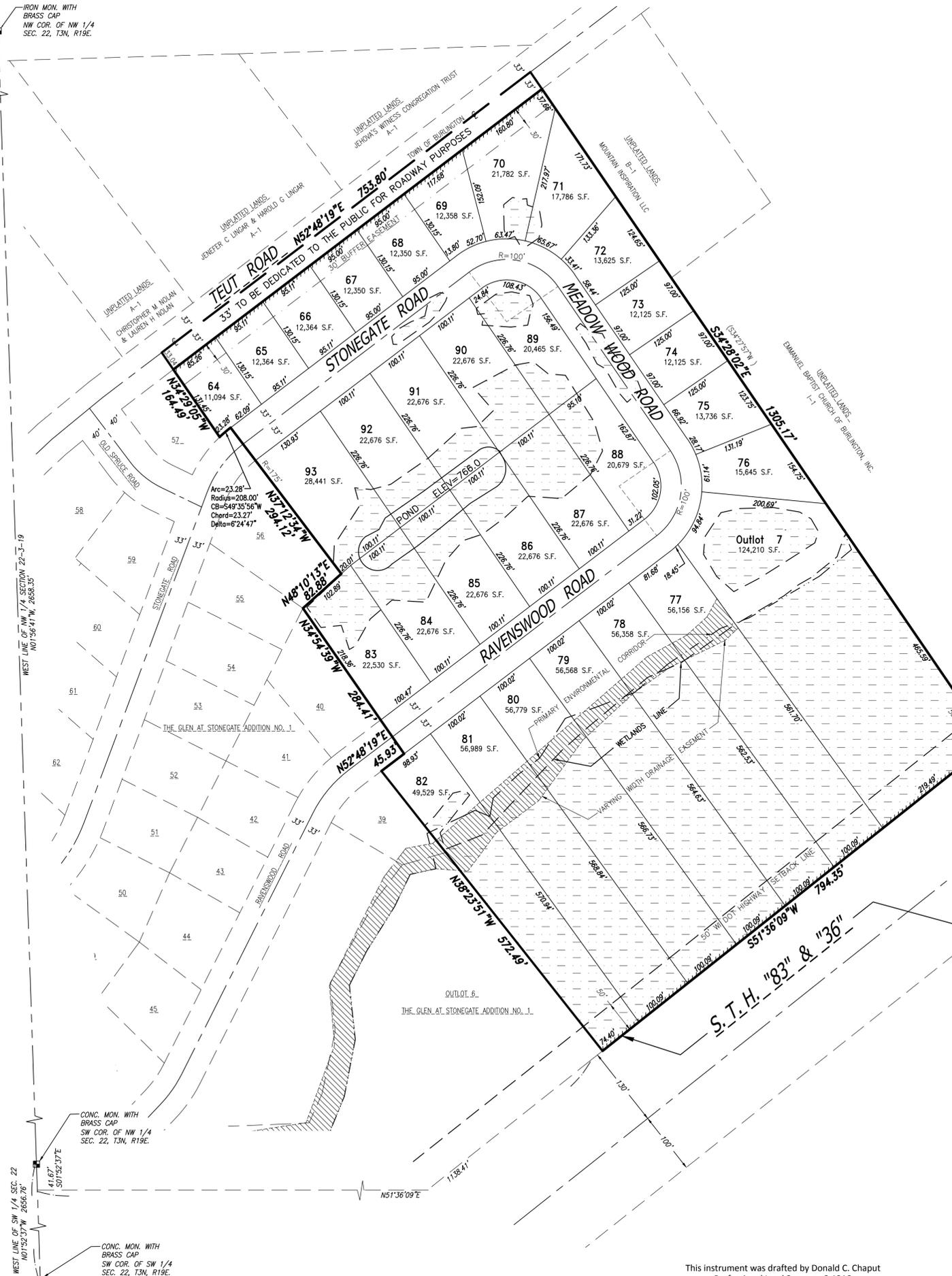
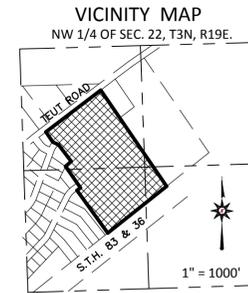
SUBDIVIDER:
MC HOME BUILDERS LLC
5008 Green Bay Road,
Kenosha, WI 53144

NOTES:

- Bearings referenced to the West line of the Northwest 1/4 of Section 22-3-19, Wisconsin State Plane Coordinate System, South Zone Grid, published by S.E.W.R.P.C. as N01°56'41"W.
- Land included in this plat will be purchased by MC HOME BUILDERS LLC after City of Burlington approvals have been obtained.
- Existing zoning RS-2 (Single Family Residence District).
Street yard setback: 25 feet
Side yard setback: 8 feet
Rear yard setback: 25 feet
Maximum height: 35 feet
Minimum land area: 11,000 square feet
- Lots 64-70 will have no vehicular access to Teut Road.
- Right of way width on the westerly side of Teut Road as shown per found monumentation and record information.
- Owner's of record BIRCHWOOD REALTY LLC
- Lots containing wetland areas to have deed restrictions to be determined by the City of Burlington.

Wisconsin D.O.T. Notes:

- All lots and blocks are hereby restricted so that no owner, possessor, user, licensee, or other person may have any right of direct vehicular ingress from or egress to any highway lying within the right-of-way of USH/STH 36 and 83 it is expressly intended that this restriction constitute a restriction for the benefit of the public as provided in s.236.293, Wisconsin Statutes and shall be enforceable by the department.
- 50' Highway Setback - "Highway Setbacks: this restriction is for the benefit of the public as provided in section 236.293, Wisconsin Statutes, and shall be enforceable by the Wisconsin Department of Transportation."



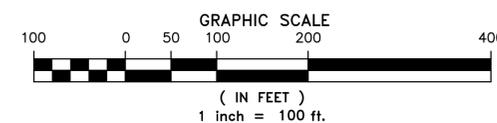
LEGEND

- () RECORD DIMENSIONS
- ACCESS RESTRICTION SEE NOTES
- PRIMARY ENVIRONMENTAL CORRIDOR AS FIELD DELINEATED BY BONESTROO ROSENE ANDERLIK AND ASSOCIATES JANUARY-2006
- WETLANDS AS FIELD DELINEATED BY STANTEC JUNE 2018

I Donald C. Chaput, Professional Land Surveyor do hereby certify that this Preliminary Plat is a correct representation of all existing land divisions and features, and that I to the best of my professional knowledge and belief have fully complied with the provisions of the subdivision and platting municipal codes of the City of Burlington and Chapter 236 of the Wisconsin State Statutes.

Date: July 3, 2018

Donald C. Chaput
 Professional Land Surveyor
 Registration Number S-1316



REQUIRED SETBACKS	
SETBACK	DISTANCE (FT)
STREET	25
REAR	25
SIDE	8 MIN 20 TOTAL

234 W. Florida Street
 Milwaukee, WI 53204
 414-224-8068
 www.chaputlandsurveys.com

Date	Revision description

This document is an instrument of professional service, and may be protected by the surveyor's work product doctrine or surveyor/client privilege. The information shown hereon is intended solely for the use of the client and client directed third parties.
Drawing No. 2944-ajj/grb

This instrument was drafted by Donald C. Chaput
Professional Land Surveyor S-1316



DATE: September 4, 2018

SUBJECT: **RESOLUTION 4917(19)** - Approval of a Work Order For Baxter & Woodman, INC. to Prepare Preliminary and Final Compliance Alternatives Plans for Phosphorus and WPDES Permit Renewal Assistance Engineering Services for the Not-to-Exceed Amount of \$18,350.

SUBMITTED BY: Peter Riggs, Director of Public Works

BACKGROUND/HISTORY:

The City of Burlington is permitted by the Wisconsin Department of Natural Resources (WDNR) to own and operate the wastewater treatment plant. Part of this permitting requires compliance with certain limits on the effluent discharged from the plant, specifically phosphorus. WDNR requires that we submit a series of studies and reports concerning our efforts to achieve compliance with phosphorus discharge limits.

This summer the City submitted the Operational Evaluation for Phosphorus and Study of Feasible Alternatives. The next in the series of required reports are the Preliminary Compliance Alternatives Plan, due December 31, 2018, and the Final Compliance Alternatives Plan, Due June 30, 2019. These reports will be critical in determining how the City will proceed with achieving compliance with phosphorus discharge limits by January 1, 2024.

Baxter & Woodman has assisted the City with the study of phosphorus since we entered into an Engineering Services Agreement in 2014.

BUDGET/FISCAL IMPACT:

The work order submitted by Baxter & Woodman includes services related to the preparation of the Preliminary Compliance Alternatives Plan, Final Compliance Alternatives Plan, WPDES Permit Renewal, and project administration. The cost is not to exceed \$18,350, which will be funded by the operating budget of the Wastewater Utility.

This cost is comparable to previous work orders for similar phosphorus services provided by Baxter & Woodman.

RECOMMENDATION:

Staff recommends the Common Council approve the resolution authorizing the work order with Baxter & Woodman for the not to exceed amount of \$18,350.

TIMING/IMPLEMENTATION:

This item is scheduled for discussion at the August 21, 2018 Committee of the Whole meeting and scheduled for final consideration at the September 4, 2018 meeting of the Common Council.

Attachments

Res 4917(19)

B&W Work Order

RESOLUTION NO. 4917(19)
Introduced by: Committee of the Whole

**A RESOLUTION APPROVING A WORK ORDER FOR BAXTER & WOODMAN, INC. TO
PREPARE PRELIMINARY AND FINAL COMPLIANCE ALTERNATIVES PLANS FOR
PHOSPHORUS AND WPDES PERMIT RENEWAL ASSISTANCE ENGINEERING SERVICES
FOR THE NOT-TO-EXCEED AMOUNT OF \$18,350**

WHEREAS, the Wisconsin Department of Natural Resources (WDNR) requires the City to submit reports and plans as part of our Wisconsin Pollution Discharge Elimination System (WPDES) permit; and,

WHEREAS, the Preliminary Compliance Alternative Plan is due to WDNR by December 31, 2018, and the Final Compliance Alternatives Plan is due to WDNR by June 30, 2019 as required in the City of Burlington WPDES permit; and,

WHEREAS, the City must renew the WPDES permit with WDNR in 2019; and,

WHEREAS, the City entered into an Engineering Services Agreement with Baxter & Woodman, Inc. on February 7, 2014; and,

WHEREAS, the City has executed work orders with Baxter & Woodman, Inc. for engineering services related to phosphorus discharge compliance and assistance with WPDES permit application under the Engineering Services Agreement; and,

WHEREAS, the Director of Public Works and the Wastewater Foreman recommend approval of the work order for Baxter & Woodman, hereto attached, for the not-to-exceed amount of \$18,350.

NOW, THEREFORE, BE IT RESOLVED by the Common Council of the City of Burlington that the City of Burlington shall approve the work order for Baxter & Woodman, Inc., hereto attached, for the not-to-exceed amount of \$18,350.

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

Introduced: August 21, 2018
Adopted:

Jeannie Hefty, Mayor

Attest:

Diahn Halbach, City Clerk

**CITY OF BURLINGTON, WISCONSIN
PRELIMINARY AND FINAL COMPLIANCE ALTERNATIVES PLANS FOR
PHOSPHORUS AND WPDES PERMIT RENEWAL ASSISTANCE
ENGINEERING SERVICES
WORK ORDER**

ENGINEERS' PROJECT NO. 170146.31

Project Description:

The Project consists of assisting the City with preparing the Preliminary and Final Compliance Alternatives Plans for Phosphorus, due December 31, 2018 and June 30, 2019 respectively, in accordance with the Modified January 1, 2018 Wisconsin Pollution Elimination Discharge System (WPDES) permit. In addition, we will assist the City with preparing the renewal application for the WPDES permit due June 30, 2019.

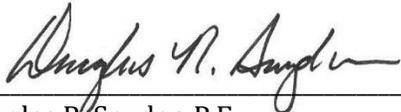
Engineering Services:

The general provisions of this contract are enumerated in the Engineering Services Agreement between the City and Engineers dated February 7, 2014. The scope of services for this Project are listed in Attachment A of this Work Order.

Compensation:

Compensation for the services to be provided under this Work Order will be in accordance with the Engineering Services Agreement dated February 7, 2014. The Owner shall pay the Engineer for the services performed or furnished under Attachment A, based on the Engineer's standard hourly billing rates for actual work time performed plus a reimbursement of out-of-pocket expenses including travel, which in total will not exceed \$18,350.

Submitted by: **BAXTER & WOODMAN, INC.**

By: 
Douglas R. Snyder, P.E.

Title: Regional Manager

Date: June 14, 2018

Approved: **CITY OF BURLINGTON, WI**

By: _____
Jeannie Hefty

Title: Mayor

Date: _____

Attest: _____
Diahn Halbach, City Clerk

Additional Comments and Conditions: None.

SCOPE OF SERVICES

1. PROJECT ADMINISTRATION AND MEETINGS – Confer with City staff and project team to ensure that the goals of the Project are achieved, and to clarify and define the general scope, extent, and character of the Project. Submit a draft of the Preliminary and Final Compliance Alternatives Plans to City staff for review and incorporate City’s comments into the final reports. Attend meetings to present information to the City regarding the Plans.
2. PRELIMINARY COMPLIANCE ALTERNATIVES PLAN – Prepare a Preliminary Compliance Alternatives Plan using the format of the WDNR Phosphorus Alternatives Report Checklist including:
 - A. BACKGROUND INFORMATION - Provide a description of existing facilities, collection system, flows, and loadings for the facility.
 - B. OPTIMIZATION PLAN SUMMARY - Provide a summary of the optimization plan efforts and the results of those efforts for 2018.
 - C. TREATMENT OPTIONS - Develop potential treatment options including biological and chemical treatment, effluent filtration, groundwater discharge, or effluent pumping to an alternate location.
 - D. WATERSHED INFORMATION - Summarize watershed information including a watershed map, locations of MS4s in the watershed, and the non-point source to point source ratio for the watershed.
 - E. ADAPTIVE MANAGEMENT - Evaluate the feasibility of adaptive management including eligibility and needed load reductions to meet TMDL limits.
 - F. TRADING - Evaluate the offset needed for trading to be successful.
 - G. FINANCIAL IMPACT OF COMPLIANCE - Evaluate the potential cost impacts on rate-payers from implementing the compliance options.
 - H. OPTIONS TO CONSIDER FOR FUTURE PRELIMINARY DESIGN - Outline options to reduce effluent phosphorus that should be studied, as part of a more in-depth preliminary design evaluation in the future, if the City is not granted a variance for total effluent phosphorus.

3. FINAL COMPLIANCE ALTERNATIVES PLAN - Prepare a Final Compliance Alternatives Plan using the general format of the Preliminary Compliance Alternatives Plan. Incorporate comments from the WDNR on the Preliminary Compliance Alternatives Plan and expand on the recommended alternative identified in the Preliminary Compliance Alternatives Plan.
4. WPDES Permit Renewal Application – Assist the City with the engineering aspects of the online renewal application, including the Mercury Variance Application and Phosphorus Variance including the following for each variance application:
 - A. DATA SUMMARY FOR PROPOSED INTERIM LIMIT – Provide previously prepared data from 2013 through 2018 to be used for the WDNR to determine an interim limit for the next WPDES Permit term.
 - B. PROCESS DESCRIPTION - Provide a previously prepared description of the existing treatment processes or source reduction measures for each parameter.
 - C. SUMMARY OF CURRENT (2013 TO 2018) REMOVAL CAPABILITIES AND SOURCE REDUCTION EFFORTS – Provide previously prepared summaries of the removal capabilities and/or source reduction efforts of each parameter for the existing facility from 2013 to 2018.

I:\Crystal Lake\BURWI\170146-Operational Evaluation\Contract\170146.31 Work Order\170146.31 Work Order.docx

City of Burlington							
Plan Number: 170146.31							
Plan Name: BURWI Phosphorus Compliance Alternatives Plans							
Level 2	Level3	Labor Category	Employee	Planned Hrs	Compensation Fee	Reimb Allowance	Total Compensation
Overall Project Total				160.00	18,290.00	60.00	18,350.00
TASK 1 Project Administration and Meetings				32.00	4,340.00	60.00	4,400.00
		Sr Engineer IV	Douglas Snyder	12.00			
		Sr Engineer III	Brent Perz	4.00			
		Sr Engineer I	Joseph Marchese	8.00			
		Engineer I	Lila Johnson	8.00			
TASK 2 Data Analysis				32.00	3,680.00	0.00	3,680.00
		Sr Engineer III	Brent Perz	8.00			
		Sr Engineer I	Joseph Marchese	8.00			
		Engineer I	Lila Johnson	16.00			
TASK 3 Compliance Plans				84.00	8,960.00	0.00	9,180.00
		Sr Engineer IV	Douglas Snyder	8.00			
		Sr Engineer III	Brent Perz	8.00			
		Sr Engineer I	Joseph Marchese	8.00			
		Engineer I	Lila Johnson	60.00			
TASK 4 WPDES Permit Renewal				12.00	1,310.00	0.00	1,310.00
		Sr Engineer IV	Douglas Snyder	2.00			
		Sr Engineer I	Joseph Marchese	2.00			
		Engineer I	Lila Johnson	8.00			
ZZWRTOF Accounting Required					0.00	0.00	0.00



DATE: September 4, 2018

SUBJECT: **RESOLUTION 4918(20)** - To approve the Application for an Urban Non-Point Source and Storm Water Management Program Planning Grant for the Purpose of Funding Urban Storm Water Planning With the Wisconsin Department of Natural Resources.

SUBMITTED BY: Peter Riggs, Director of Public Works

BACKGROUND/HISTORY:

In 2014 the City applied for, and was awarded, an Urban Non-Point Source Planning grant from the Wisconsin Department of Natural Resources to assist with the creation of a storm water management plan. A variety of deliverables were completed by staff and Kapur as part of this project, which includes Municipal Separate Storm Sewer System (MS4) Permit application and program requirements, update of Construction Site Erosion Control Ordinance

Adoption of a storm sewer illicit discharge ordinance, and GIS mapping and survey of storm sewer system. All tasks associated with the project and grant are complete. We must now submit the grant's final report and reimbursement request.

The DNR has informed staff the resolution that was approved during the original application in 2014 is not sufficient and requires modification in order to close out the grant and receive final reimbursement. Specifically, the authorized agent named in the original resolution is no longer associated with the project. The DNR supplied language for a new authorizing resolution that is sufficient.

BUDGET/FISCAL IMPACT:

The City has already paid all expenses for the project. Submittal of the grant's final report and reimbursement request will allow the DNR to issue final payment for their portion of the project's costs. We expect this amount to equal \$46,140, which will be placed in the General Fund as Intergovernmental Revenue.

RECOMMENDATION:

Staff recommends the Common Council approve the resolution, thereby allowing staff to close out the grant and receive reimbursement from the DNR.

TIMING/IMPLEMENTATION:

This item is scheduled for discussion at the August 21, 2018 Committee of the Whole meeting and final consideration at the September 4, 2018 meeting of the Common Council.

Attachments

Res 4918(20)

**A RESOLUTION APPROVING THE APPLICATION FOR AN URBAN NONPOINT SOURCE
AND STORM WATER MANAGEMENT PROGRAM PLANNING GRANT FOR THE
PURPOSE OF FUNDING URBAN STORM WATER PLANNING WITH THE WISCONSIN
DEPARTMENT OF NATURAL RESOURCES**

WHEREAS, The City of Burlington is interested in acquiring a Grant from the Wisconsin Department of Natural Resources for the purpose of implementing measures to control agricultural or urban storm water runoff pollution sources and pursuant to ss. 281.65 or 281.66, Wis. Stats., and chs. NR 151, 153 and 155; and,

WHEREAS, a cost-sharing grant is required to carry out the project.

THEREFORE, BE IT RESOLVED by the Common Council of the City of Burlington that the Director of Public Works acts on its behalf to:

- Sign and submit an application to the State of Wisconsin Department of Natural Resources for any financial assistance that may be available;
- Sign a grant agreement between the City of Burlington and the Department of Natural Resources;
- Sign and submit reimbursement claims along with necessary supporting documentation;
- Sign and submit interim and final reports and other documentation as required by the grant agreement;
- Sign and submit an Environmental Hazards Assessment Form, if required; and
- Take necessary action to undertake, direct and complete the approved project.

BE IT FURTHER RESOLVED that the City of Burlington shall comply with all state and federal laws, regulations and permit requirements pertaining to implementation of this project and to fulfillment of the grant document provisions.

Introduced: August 21, 2018
Adopted:

Jeanie Hefty, Mayor

Attest:

Diahn Halbach, City Clerk



DATE: September 4, 2018

SUBJECT: ORDINANCE 2040(6) - To consider amending the Racine County Multi-Jurisdictional Comprehensive Plan for property located at 332 Milwaukee Avenue from Commercial to Medium Residential Density.

SUBMITTED BY: Gregory Guidry, Building Inspector

BACKGROUND/HISTORY:

The Racine County Multi-Jurisdictional Comprehensive Plan was implemented by state statute on January 1, 2010. Upon review of a rezone request from Craig Faust to rezone property at 332 Milwaukee Avenue, it was determined a plan amendment was also required. Per the Comprehensive Plan, 332 Milwaukee Avenue is listed as “Commercial” and would not be consistent with the requested zoning change from B-2, Central Business District to Rd-2, Two-Family Residential. As such, an amendment from “Commercial” to “Medium Density Residential” is necessary to be compliant.

Plan Commission recommended approval of this amendment as Resolution 26 at their July 10, 2018 meeting.

The process of a Comprehensive Plan Amendment begins with a Plan Commission recommendation. From there a 30 day waiting period will occur in which surrounding communities are notified of a Public Hearing. Following the Public Hearing the Common Council will consider the amendment and make it part of permanent record if approved. Racine County will amend the land use plan yearly with any updates or amendments.

BUDGET/FISCAL IMPACT:

N/A

RECOMMENDATION:

The Plan Commission and City Staff recommend approval of this amendment to the Racine County Multi-Jurisdictional Comprehensive Plan.

TIMING/IMPLEMENTATION:

This item is for discussion at the August 21, 2018 Committee of the Whole meeting with a Public Hearing scheduled the same night and is for final consideration at the September 4, 2018 Common Council meeting.

Attachments

Ord 2040(6)

**ORDINANCE AMENDING THE RACINE COUNTY MULTI-JURISDICTION
COMPREHENSIVE PLAN FOR THE CITY OF BURLINGTON, WISCONSIN FOR
332 MILWAUKEE AVENUE**

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

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

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

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

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

Section 5. The Common Council held a public hearing on said amendment on July 17, 2018 and which public hearing was properly noticed by a Class 1 notice under Chapter 985 of the Wisconsin Statutes and was duly published at least thirty (30) days before the public hearing was held.

Section 6. The City of Burlington Common Council hereby finds and determines based, in part, upon the City Plan Commission's recommendation and Plan Commission Resolution Number Twenty-Six dated July 10, 2018 that:

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

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

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

Introduced: August 21, 2018

Adopted: _____, 2018

Jeannie Hefty, Mayor

Attest:

Diahn Halbach, City Clerk

EXHIBIT A

Legal Description

206-03-19-32-470-150
332 Milwaukee Avenue

Section 32 T3N, R19E, Perkins 2nd Addition, Lot 6, Block 4



DATE: September 4, 2018

SUBJECT: **MOTION 18-911** - To approve a petition from Cynthia and Aubrey McGaughy to forgo installing a required ADA Restroom at 225 E. Jefferson street also known as 2 Fancie Gals.

SUBMITTED BY: Carina Walters, City Administrator

BACKGROUND/HISTORY:

In February 2017, Building Inspector Gregory Guidry completed a courtesy walkthrough with the potential owners of 225 Jefferson Street to discuss code compliance concerns prior to the purchase of the building. During those discussions, and at a minimum, it was identified an ADA bathroom and ADA ramp would need to be incorporated for code compliance. Between February and April 2017, Cynthia and Aubrey McGaughy purchased the building.

Between April and May 2017 Mayor Hefty, Gregory Guidry, Attorney John Bjelajac and I met with the McGaughy's who felt the ADA bathroom was not necessary based on the International Building Code (IBC) 2902, that an exemption lied in Wisconsin Legislature Code SPS 362.2902.3, in which the City can approve the exemption that states.

*Article (4). Public facilities. This is a department exception to the requirements in IBC section 2902.3: Toilet rooms may be omitted in a small retail or mercantile building where **all** of the following requirements are met:*

- (a) No more than 25 occupants are accommodated.*
- (b) Other restrooms are conveniently located and available to the patrons and employees during all hours of operation. This has apparently not yet been met or satisfied.*
- (c) The omission is approved in writing by the local unit of government.*
- (d) A copy of the written approval from the local unit of government is provided to the department or its authorized representative upon request.*

Staff contacted the Wisconsin Department of Safety and Professional Services who indicated the exemption was not applicable due to the building, which was previously zoned Residential to Commercial. Under now zoned SPS 366.0101(2), once the zoning has changed from Residential to Commercial, this building or any other building now must meet the IBC as a new commercial building. The existing building code does not apply here. Therefore, an ADA compliant bathroom must be part of the project. Staff sent the attached letters to the McGaughy's.

In June 2017 the McGaughy's were given a 90 day Temporary Occupancy which began the time frame for the completion of the ADA Bathroom. Due to the July 12, 2017 Flood, in August, the McGaughy's asked the City for a six month extension to their permanent occupancy requirement due to four feet of water in the basement, in which they lost furniture, tools, painting supplies, according to the McGaughy's this totaled approximately \$7,000. Staff asked what progress had been made at that time to identify where they were in the ADA bathroom remodel. At that time they had received bids but were unable to afford the work and staff provided a 6 month extension to complete the ADA bathroom. Staff has been working diligently with the McGaughy's, who still do not have Final Occupancy.

In March 2018 Attorney Bjelajac was contacted by the McGaughy's Attorney Richard M. Scholze to appeal the need for the ADA bathroom. In April staff sent the following letter outlining the position necessitating the ADA bathroom and provided the McGaughy's three administrative appellate avenues.

- 1) A written request to the Common Council asking for an exemption from the ADA bathroom requirement under Wisconsin Administrative Code SPS 362.2902.3.
- 2) They can make a similar request for such an exemption directly to the State of Wisconsin.
- 3) Matter could also be reviewable by the City of Burlington Zoning Board of Appeals.

City Administrator Carina Walters received notification 2 Fancie Gals would like to seek approval of the Common Council to forgo installing the required ADA bathroom.

BUDGET/FISCAL IMPACT:

N/A

RECOMMENDATION:

Staff is seeking for confirmation of the Code provisions to ensure an ADA compliant bathroom is constructed.

TIMING/IMPLEMENTATION:

This item was discussed at the August 21, 2018 Committee of the Whole meeting and is scheduled for final consideration at this evening's Common Council meeting.

Attachments

May 24, 2017 Letter

June 1, 2017 Letter

June 20, 2017 Letter

April 13, 2018 Letter to Attorney Scholze



CITY OF BURLINGTON

Administration Department

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

May 24, 2017

HAND DELIVERED TO:

Rick and Cynthia McGaughy
225. E. Jefferson Street
Burlington, Wi 53105

Re: May 19, 2017 Meeting

Dear Rick and Cynthia,

The City of Burlington is very pleased to see a previously empty building in the downtown area come to life. We are most honored to have you become a part of our business community.

We also thank you for meeting with Mayor Hefty, City Attorney John Bjelajac and myself on Friday May 19, 2017 to outline your concerns with respect to the Building Inspector and try to bring closure to your inquiry with respect to the City's local discretion to the exception you outlined below in International Building Code (IBC) section 2902.

According to your inquiry and intent, within International Building Code (IBC) 2902, an exemption lies in Wisconsin Legislature Code SPS 362.2902.3, in which the City can approve the exemption that specifically states:

Article (4). Public facilities. This is a department exception to the requirements in IBC section 2902.3: Toilet rooms may be omitted in a small retail or mercantile building where all of the following requirements are met:

(a) No more than 25 occupants are accommodated.

(b) Other restrooms are conveniently located and available to the patrons and employees during all hours of operation. This has apparently not yet been met or satisfied.

(c) The omission is approved in writing by the local unit of government.

(d) A copy of the written approval from the local unit of government is provided to the department or its authorized representative upon request.

After speaking with Randall R. Dahmen of the Wisconsin Department of Safety and Professional Services on Monday, May 22, 2017, he indicated the exemption outlined above was not applicable. It is not available because the building was previously zoned Residential to Commercial. Under now zoned SPS 366.0101(2), once the zoning has changed from Residential to Commercial, this building or any other building now must meet the IBC as a new commercial building. The existing building code does not apply here. Therefore, an ADA compliant bathroom must be part of the project. As outlined in my email on May 2, 2017, the City has not, and does not, grant such exemption. Because of my conversation with Randall Dahmen, and the information that I received from him, a conversation with Steve Dobratz, Section Chief over Commercial Plan Review for the Wisconsin Department of Safety and Professional Services was not necessary as the change of zoning from Residential to Commercial dictated the ADA regulation.

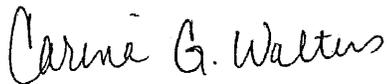
I understand this may be fiscally constraining your overall budget; however, the City has offered to allow 2 Fancie Gals to complete the ADA bathroom within two to three months of opening its doors. Should 2 Fancie Gals not complete the ADA bathroom within such time, the Building Inspector does have the purview to impose the necessary fines to ensure compliance or withdraw the temporary occupancy permit. Please keep me posted in that regard.

It is our goal to ensure every business and/or project that comes to fruition within the City is navigated through the City's process as seamlessly as possible. Again, we will continue to take every step reasonably possible to ensure that 2 Fancie Gals has a successful opening, as our residents are eager to see your beautiful furniture.

Lastly, during our initial meeting, Gregory provided you the city's revised garbage ordinance and you were to reach out to John's disposal to ensure appropriate billing. If you have already completed this task, thank you for being proactive, otherwise ensure this transfer is completed by June 1, 2017.

Please don't hesitate to contact me regarding any concerns in the future.

Sincerely,



Carina G. Walters
City Administrator

Cc: Mayor Jeannie Hefty
John Bjelajac, City Attorney
Gregory Guidry, Building Inspector
Steve Dobratz, Wisconsin Department of Safety and Professional Services
Randall R. Dahmen, Wisconsin Department of Safety and Professional Services



CITY OF BURLINGTON

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

June 1, 2017

Mr. Rick and Ms. Cynthia McGaughy
225 E. Jefferson Street
Burlington, Wisconsin 53105

Re: May 24, 2017 Correspondence

Dear Rick and Cynthia,

Since the delivery to you of our letter dated May 24, we have continued to review and discuss internally the Wisconsin Administrative Code provisions pertaining to the construction of an ADA-compliant restroom in your new retail store.

We did take steps, for instance, to contact by telephone Mr. Steve Dobratz, of the Wisconsin Department of Safety and Professional Services, to review with him the opinion that we earlier received from Mr. Randall Dahmen of his office. Mr. Dahmen had indicated to us in our prior contact with him that, under the circumstances described to him, the City of Burlington did not have discretion to exempt you from constructing the ADA-compliant restroom.

In speaking with Mr. Dobratz, he indicated that Section SPS 362.2902(4) of the Wisconsin Administrative Code does allow the City to provide such an exemption, but only if the following conditions precedent (cited directly from SPS 362.2902(4)) are met:

- (a) No more than 25 occupants are accommodated.
- (b) Other restrooms are conveniently located and available to the patrons and employees during all hours of operation.
- (c) The omission is approved in writing by the local unit of government.
- (d) A copy of the written approval from the local unit of government is provided to the department or its authorized representative upon request.

After receiving this information from Mr. Dobratz, we asked John Bjelajac, our City Attorney (who was in attendance at our City Hall meeting with you), to also review and study the applicable SPS code provisions, to confirm the information presented to us. Atty. Bjelajac did so, and he agrees with the information provided by Mr. Dobratz.

In fairness to you, and to your wife and daughter, who we understand will be running the store, we wanted to share this further information with you.

Along the same lines of full disclosure, we want to also share with you our following thoughts and position regarding the SPS exemption provisions cited above:

Mr. Rick and Ms. Cynthia McGaughy
June 1, 2017
Page 2

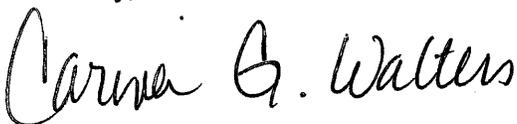
1. As a matter of good public policy, we believe that the ADA restroom standards should be adhered to whenever reasonably possible. With respect to your store, we believe that it is not unreasonable to so require an ADA restroom.
2. The City of Burlington Common Council, of course, can change this policy if it would wish to do so. Our staff recommendation to the Common Council, however, would be to confirm the policy of requiring ADA-compliant restrooms, in keeping with the basic concept of the need for ADA facilities, to serve all members of our community.
3. Finally, we do not believe that there exist for your store other restrooms that are "conveniently located and available" to your customers and employees, as required under above subsection (b). Such other restrooms (i) should be ADA-compliant, otherwise the very intent of SPS 362.2902(4) would be defeated, and (ii) we believe that it would be an unfair and inappropriate policy to have a business being exempted, by allowing its customers to travel outside to another building that did follow the SPS Code requirements and did install an ADA-compliant restroom in its facility.

We stand by our position to require the construction of an ADA-compliant restroom in your store, but we do so in a spirit of goodwill, and with a pledge to provide to you whatever assistance that we can reasonably give to your new business venture in our community.

Along these lines, Mr. Jim DeLuca, our consulting Building Inspector, gave to you a 90-day temporary occupancy permit, so that you could open the doors of your new store on May 26. We are also working with you by allowing the installation of the ADA restroom to occur during the 90-day temporary occupancy period, as opposed to the standard requirement of being done prior to any occupancy.

Should you have any questions regarding any of these matters, please feel free to contact us. We also always stand ready to again meet with you, to discuss any matters of concern.

Sincerely,



Carina G. Walters
City Administrator

Cc: Mayor Jeannie Hefty & Members of the Common Council
Mr. John Bjelajac, City Attorney
Mr. Gregory Guidry, Building Inspector
Mr. Steve Dobratz, Wisconsin Department of Safety and Professional Services
Mr. Randall R. Dahmen, Wisconsin Department of Safety and Professional Services



CITY OF BURLINGTON

Administration Department

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

June 20, 2017

Mr. Rick and Ms. Cynthia McGaughy
225 E. Jefferson Street
Burlington, Wisconsin 53105

Re: June 12, 2017 Inspection

Dear Rick and Cynthia,

Pursuant to the June 12 inspection completed by James Deluca of Municipal Services, LLC, of the property located at 225 E. Jefferson Street, Burlington, Wisconsin in accordance with Municipal Code 115-8, Mr. Deluca advised those at the meeting, he needed further direction from the City Administrator with respect to outstanding code compliance.

Mr. Deluca primarily focused his inspection on the ADA accessibility route within the building and the ADA required bathroom. Other items Mr. Deluca reported on needing future review, as the building was previously zoned residential and rezoned to a commercial structure, would be the design requirement change, especially for loading, exiting and plumbing.

The findings of the June 12 inspection that still need attention within the 90 day temporary occupancy timeline include:

- 1) The platform at the bottom of the ADA ramp shall comply with A117- Section 405 to ensure a flat platform. The temporary cold patch platform does not meet this requirement.
- 2) Ensure a ramp handrail is installed.
- 3) The second door exit stairs facing Jefferson Street will need to be brought up to code to ensure the stairs are parallel to the ramp.
- 4) Submittal of the revised accessible ramp drawings since the original submission.
- 5) The ADA-compliant restroom.
- 6) Review by the inspector of other facets of loading, exiting and plumbing

Mr. Deluca is ready to assist you and your contractor to ensure the future work is code compliant.

Sincerely,

Carina G. Walters
City Administrator

Cc: Jeannie Hefty, Mayor
John Bjelajac, City Attorney
James Deluca, Municipal Services, LLC

Bjelajac & Kallenbach, LLC
Attorneys at Law

Atty. John M. Bjelajac, LLC
Terrance L. Kallenbach, S.C.

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April 13, 2018

Atty. Richard M. Scholze
Wanasek, Scholze, Ludwig & Ekes
133 South Pine Street
Post Office Box 717
Burlington, Wisconsin 53105-0717

RE: ADA Bathroom/225 East Jefferson Street

Dear Atty. Scholze:

Over the last weeks/months Carina Walters, the City Administrator, and I have been further discussing and reviewing afresh the ADA bathroom issues pertaining to the retail store operated by the McGaughy family at 225 East Jefferson Street in the City of Burlington, under the tradename of "2 Fancie Gals".

Most recently for instance, I contacted Mr. Steve Dobratz, the Section Chief - Commercial Building and UDC Programs, for the Bureau of Technical Services, Division of Industry Services, of the State of Wisconsin Department of Safety and Professional Services, to discuss this matter with him. Prior to that we again worked with Mr Gregory Guidry, the City's Building Inspector, regarding the applicable ordinances and State codes that are in play for the issues at hand.

The culmination of all of these steps leads Ms. Walters and this writer, however, to continue to stand by the position taken and outlined in the prior two letters, dated May 24, 2017, and June 1, 2017, that Ms. Walters sent to Mr. Rick and Ms. Cynthia McGaughy, that being that an ADA bathroom is required to be installed at the store at 225 East Jefferson Street. We are confident that you already have those two letters in your file, but we are still, in any event, enclosing copies of the same with this letter.

What we do wish to further do, however, by means of this letter, is to outline for you at least three administrative appellate avenues that you can pursue on behalf of the McGaughys if they would like to take such steps. In no particular order, please be advised that the following administrative avenues appear to be available to them:

Atty. Richard M. Scholze
April 13, 2018
Page 2

- 1) A written request can be sent to the City of Burlington Common Council asking for an exemption from the ADA bathroom requirement under Wisconsin Administrative Code SPS362.2902.3. This would not involve a due process hearing, but you and the McGaughys would be given an opportunity to address the Common Council, and also present to the Common Council any written information that might be desired.
- 2) It is our understanding that a similar request for such an exemption may be made directly to the State of Wisconsin, assumedly to the Department of Safety and Professional Services. We do not have any specific procedural information for you, however, so you would have to determine the proper code citations and procedures to follow.
- 3) This is a matter that should also be reviewable by the City of Burlington Zoning Board of Appeals. Mr. Guidry and other City staff members at the front desk can provide more procedural information to you regarding this avenue of review.

Finally, we stand ready to meet with you, if you believe such a meeting would be helpful. Just let us know in that regard. And should you have any other concerns or questions, please contact our office.

Thank you.

Very truly yours,

BJELAJAC & KALLENBACH



John M. Bjelajac

JMB/bj

cc: Mayor Jeannie Hefty
Ms. Carina Walters
Mr. Gregory Guidry