



CITY OF BURLINGTON

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

AGENDA COMMON COUNCIL

Tuesday, February 5, 2019

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

Mayor Jeannie Hefty
Susan Kott, Alderman, 1st District
Theresa Meyer, Alderman, 1st District
Bob Grandi, Alderman, 2nd District
Ryan Heft, Alderman, 2nd District
Steve Rauch, Alderman, 3rd District
Jon Schultz, Council President, Alderman, 3rd District
Thomas Preusker, Alderman, 4th District
Todd Bauman, Alderman, 4th District

Student Representatives:

Jack Schoepke, Student Representative (BHS)
Morgan Tracy, Student Representative (BHS)

1. **Call to Order / Roll Call**
2. **Pledge of Allegiance**
3. **Citizen Comments**
4. **Chamber of Commerce Representative and Rescue Squad Representative**
5. **Approval of Minutes** (*T. Meyer*)
 - A. To approve the Common Council Meeting Minutes for January 15, 2019.
6. **Letters and Communications** (*B. Grandi*)
 - To approve verbal communication from Alderman Tom Preusker regarding his absence from the February 5, 2019 Committee of the Whole and Common Council Meetings.
7. **Reports by Aldermanic Representatives and Department Heads**
8. **Reports** (*R. Heft*)
 - A. To approve Reports 1-9 as submitted.
9. **Payment of Prepaids and Vouchers** (*S. Rauch*)

A. To approve the Prepaid and Vouchers list for bills accrued through February 5, 2019.

Total Prepaid:	\$ 4,844,305.61
Total Vouchers:	\$ 87,004.02
Grand Total:	\$ 4,931,309.63

10. **Licenses**

A. To approve Operator's License Applications as submitted. (*J. Schultz*)

B. To approve the Denial of an Operator's License. (*T. Bauman*)

11. **Appointments and Nominations** (*S. Kott*)

To approve the appointment of Election Inspector to Paul J. Lynch for the 2019 Election year.

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

13. **RESOLUTIONS:**

A. **Resolution 4928(30)** - To consider authorizing fee assessments for Weights and Measures license holders for the period of July 1, 2016 through June 30, 2017. (*T. Meyer*)

B. **Resolution 4929(31)** - To consider approving a Certified Survey Map for property located at 301 W. State Street and 109-111,117 Schemmer Street. (*B. Grandi*)

C. **Resolution 4930(32)** - To consider Task Order Number One Hundred and Nine, with Kapur and Associates, Inc. for the 2019 Street and Sidewalk Improvement Program. (*R. Heft*)

D. **Resolution 4931(33)** - To approve a Suburban Mutual Assistance Response Teams (S.M.A.R.T.) Agreement. (*S. Rauch*)

14. **ORDINANCES:** There are none.

15. **MOTIONS:**

A. **Motion 18-913** - To consider approval of a Certificate of Appropriateness and recommendation regarding the revised signage for property located at 457 Milwaukee Avenue. (*J. Schultz*)

B. **Motion 19-921** - To consider approving a Certificate of Appropriateness for property located at 164 E. Washington Street. (*T. Bauman*)

16. **ADJOURNMENT** (*S. Kott*)

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: February 5, 2019

SUBJECT: MINUTES - To approve the Common Council Meeting Minutes for January 15, 2019.

SUBMITTED BY: Diahnn Halbach, City Clerk

BACKGROUND/HISTORY:

The attached minutes are from the January 15, 2019 Common Council meeting.

BUDGET/FISCAL IMPACT:

N/A

RECOMMENDATION:

Staff recommends approval of the attached minutes from the January 15, 2019 Common Council meeting.

TIMING/IMPLEMENTATION:

This item is scheduled for final consideration at the February 5, 2019 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, January 15, 2019**

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

Mayor Hefty called the Common Council meeting to order at 7:20 p.m. Roll Call - Present: Mayor Hefty, Alderman Theresa Meyer, Alderman Bob Grandi, Alderman Ryan Heft, Alderman Steve Rauch, Alderman Jon Schultz, Alderman Todd Bauman, Alderman Tom Preusker. Excused: Alderman Susan Kott.

Student Representatives - Present: Jack Schoepke (BHS), Morgan Tracy (BHS). Excused: None.

Staff present: Administrator Carina Walters, City Attorney John Bjelajac, Finance Director Steve DeQuaker, Assistant City Administrator/Zoning Administrator Megan Watkins, Public Works Director Peter Riggs, Fire Chief Alan Babe, Police Chief Mark Anderson, Human Resource Manager Jason Corbin, Library Director Joe Davies and Intern Nick Faust.

2. **Pledge of Allegiance**

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

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

Jeff Van Lysal, Chamber President, gave a brief update on the Chamber of Commerce's upcoming events which included the Annual Chamber Dinner on Thursday, January 17, 2019 and the Hot Chocolate Festival during the weekend of January 19-20th. Van Lysal also stated that Jeff Koenen would be the next Chamber of Commerce President.

5. **Approval of the December 18, 2018 Common Council Minutes**

Motion: Alderman Bauman. Second: Alderman Grandi. With all in favor, the motion carried.

6. **Letters and Communications**

To approve email correspondence received from Alderman Kott on January 8, 2019 stating her absence from the January 15, 2019 Committee of the Whole and Common Council meeting.

Motion: Alderman Meyer. Second: Alderman Bauman. With all in favor, the motion carried.

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

Alderman Rauch announced that a discussion regarding dogs in the park will take place during the 1/18/2019 Park Board meeting and encouraged Council members to attend.

Administrator Walters announced that the Committee of the Whole and Common Council meetings scheduled for 2/19/2019 would be moved to Wednesday, 2/20/2019 due to the 2/19/2019 Spring

Primary.

Alderman Schultz gave recognition and welcomed Cub Scout Troop 373 for being in attendance at the meeting.

8. **Approval of Reports 1-2**

Motion: Alderman Grandi. Second: Alderman Heft. With all in favor, the motion carried.

9. **Approval of the Prepaids and Vouchers list for bills accrued through January 15, 2019**

Motion: Alderman Heft. Second: Alderman Bauman. Roll Call Vote: Aye - 7. Nay - 0. The motion carried.

10. **Licenses**

- A. To approve an amendment to the "Class A" Liquor License premise description for Pick 'n Save located at 1008 Milwaukee Avenue.

Motion: Alderman Rauch. Second: Alderman Schultz. With all in favor, the motion carried.

- B. To approve Operator's License Applications as submitted.

Motion: Alderman Schultz. Second: Alderman Bauman. With all in favor, the motion carried.

11. **Special Events**

- A. To approve changes made to upcoming events previously approved by the Common Council.

Motion: Alderman Preusker. Second: Alderman Meyer. With all in favor, the motion carried.

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

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

14. **RESOLUTIONS:**

- A. **Resolution 4924(26)** - To grant an Easement from the City of Burlington to 492 N. Pine Street LLC for the Alley located behind 492 N. Pine Street.

Motion: Alderman Preusker. Second: Alderman Grandi. Nay - 1 (Alderman Rauch). Motion carried 6-1.

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

16. **MOTIONS:**

- A. **Motion 18-918** - To approve revisions to the City of Burlington Employee Handbook.

Motion: Alderman Bauman. Second: Alderman Heft. With all in favor, the motion carried.

17. **ADJOURN INTO CLOSED SESSION**
Wis. Stats 19.85(1)(c) Considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility.
- Discussion regarding City Administrator Carina Walters, Annual Employee Review.
- Motion to adjourn into Closed Session: Alderman Meyer. Second: Alderman Heft. Roll Call: Aye - 7. Nay - 0. The motion carried and the meeting was adjourned into closed session at 7:31 p.m.
18. **RECONVENE INTO OPEN SESSION**
Motion: Alderman Grandi. Second: Alderman Meyer. With all in favor, the meeting returned into Open Session at 8:35. There was no action taken from Closed Session.
19. **ADJOURNMENT**
Motion: Alderman Heft. Second: Alderman Bauman. With all in favor, the meeting adjourned at 8:35 p.m.

Minutes respectfully submitted by:

Diahnn C. Halbach
City Clerk
City of Burlington



DATE: February 5, 2019

SUBJECT: REPORTS - To approve Reports 1-9 as submitted.

SUBMITTED BY: Diahnn Halbach, City Clerk

BACKGROUND/HISTORY:

Attached please find the following reports:

- Report 1 - Burlington Housing Authority Minutes, 7-11-18
- Report 2 - Burlington Housing Authority Minutes, 8-9-18
- Report 3 - Burlington Housing Authority Minutes, 9-13-18
- Report 4 - Burlington Housing Authority Minutes, 10-10-18
- Report 5 - Burlington Housing Authority Minutes, 11-15-18
- Report 6 - Historic Preservation Commission Minutes, 11-29-18 (AMENDED)
- Report 7 - Police Fire Commission Minutes, 12-4-18
- Report 8 - Police Fire Commission Minutes, 1-15-19
- Report 9 - Committee of the Whole Minutes, 1-15-19

BUDGET/FISCAL IMPACT:

N/A

RECOMMENDATION:

Staff recommends that Council approve the submitted reports.

TIMING/IMPLEMENTATION:

This item is scheduled for consideration at the February 5, 2019 Common Council meeting.

Attachments

- BHA Minutes
- PFC Minutes
- HPC Minutes (Amended)

**Housing Authority of City of Burlington Wisconsin
Riverview Manor**

July 11, 2018

The regular monthly meeting of the Housing Authority of City of Burlington Wisconsin was held on Thursday, July 11, 2018 at 6:00 P.M. at Riverview Manor. The meeting was called to order by Chairman Petersen.

COMMISSIONERS PRESENT: Chairman Petersen, Vice Chairman Heck, Secretary Smith, Commissioner Merten, Commissioner Lapp and Manager Arlene Odeja.

Minutes from the regular monthly meeting held June 21, 2018 were reviewed. A motion to approve the minutes as written was made by Heck, seconded by Merten and carried unanimously.

FINANCIAL REPORT: Reserve Account balances as of June 30, 2018. (See statement balance sheet). Signature cards need to be updated at Associated Bank for the Reserve Account.

OCCUPANCY REPORT: Manager Odeja reported 56 on the waiting list for one bedroom units and 7 for two bedroom units.

BUILDING AND MAINTENANCE: Manager Odeja gave a report on the maintenance items that were taken care of in June.

An update on the 3 units that have been inspected for bed bugs – a building inspection will be done on July 16 to determine further action.

Discussion was held on landscaping bids for September 2019.

Board received the bid from Paul Schwartz Nursery for \$1,677 for 3 trees. A motion to accept bid was made by Heck, seconded by Merten and carried unanimously.

See attached report for further details.

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

NEW BUSINESS: Discussion on 2018-2019 budget-final approval will be at August meeting.

OTHER BUSINESS: None

ADJOURNMENT: There being no further business, a motion to adjourn was made by Merten, seconded by Heck, and carried unanimously. Meeting adjourned at 7:15 P.M. The next monthly meeting is tentatively scheduled for August 9, 2018 at 6:00 p.m.



John Smith, Secretary

**Housing Authority of City of Burlington Wisconsin
Riverview Manor**

August 9, 2018

The regular monthly meeting of the Housing Authority of City of Burlington Wisconsin was held on Thursday, August 9, 2018 at 6:00 p.m. at Riverview Manor. The meeting was called to order by Chairman Petersen.

COMMISSIONERS PRESENT: Chairman Petersen, Vice Chairman Heck, Secretary Smith, Commissioner Merten, Commissioner Lapp and Manager Arlene Odeja.

Minutes from the regular monthly meeting held July 11, 2018 were reviewed. A motion to approve the minutes as written was made by Heck, seconded by Merten and carried unanimously.

FINANCIAL REPORT: Reserve Account balances as of July 31, 2018. (See statement balance sheet). Discussion was held on the reserve account at Associated Bank. A motion to initiate the move of the reserve account from Associated Bank to Town Bank was made by Heck, seconded by Merten and carried unanimously with John Smith abstaining.

OCCUPANCY REPORT: Manager Odeja reported 61 on the waiting list for one-bedroom units and 6 for two-bedroom units. Unit 116 will be vacating on August 31.

BUILDING AND MAINTENANCE: Manager Odeja gave a report on the maintenance items that were taken care of in July. See attached report for details.

An update on the 6 units that have been inspected for bed bugs was given by Manager Odeja – further monitoring will take place.

Manager Odeja will explore storage shed options for our facility.

A motion was made to accept Arbor Images or Bieneman Tree Service proposal for tree maintenance up to \$5,000.00 by Lapp, seconded by Heck and carried unanimously.

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

NEW BUSINESS: Discussion on 2018-2019 budget-a motion was made to approve the 2018-2019 budget subject to Rural Development approval by Merten, seconded by Lapp and carried unanimously. Manager Odeja reported that the Rural Development audit completed in July of 2018 came back very positive with only a few minor findings to report. The full report is on file in the office.

A motion to approve salaries for 2018-2019 year and Manager hours to be from 8:00 a.m. to 4:00 p.m. made by Merten, seconded by Heck and carried unanimously.

There was a discussion on succession planning for maintenance.

OTHER BUSINESS: None

ADJOURNMENT: There being no further business, a motion to adjourn was made by Merten, seconded by Heck, and carried unanimously. Meeting adjourned at 7:25 p.m. The next monthly meeting is tentatively scheduled for September 13, 2018 at 6:00 p.m.



John Smith, Secretary

**Housing Authority of City of Burlington Wisconsin
Riverview Manor**

September 13, 2018

The regular monthly meeting of the Housing Authority of City of Burlington Wisconsin was held on Thursday, September 13, 2018 at 6:00 p.m. at Riverview Manor. The meeting was called to order by Chairman Petersen.

COMMISSIONERS PRESENT: Chairman Petersen, Vice Chairman Heck, Secretary Smith, Commissioner Merten, Commissioner Lapp and Manager Arlene Odeja.

Minutes from the regular monthly meeting held August 9, 2018 were reviewed. A motion to approve the minutes as written was made by Heck, seconded by Merten and carried unanimously.

FINANCIAL REPORT: Reserve Account balances as of August 31, 2018. (See statement balance sheet).

OCCUPANCY REPORT: Manager Odeja reported 62 on the waiting list for one-bedroom units and 5 for two-bedroom units.

BUILDING AND MAINTENANCE: Manager Odeja gave a report on the maintenance items that were taken care of in August. See attached report for details.

There have been no new findings for bed bugs in apartment inspections. Inspection will take place again in December of 2018 and June of 2019. A motion to proceed with Wil Kil agreement for \$1,800.00 for two future canine inspections was made by Lapp, seconded by Heck and carried unanimously.

Manager Odeja explored storage shed options for our facility and will further discuss at future meetings.

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

NEW BUSINESS:

A motion was made to approve salaries for 2018-2019 year with Manager hours to be from 8:00 am to 4:00 pm by Merten, seconded by Heck and carried unanimously. per closed door meeting for board members to discuss (State Statute 19.85) Item C. Considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility

OTHER BUSINESS: None

ADJOURNMENT: There being no further business, motion to adjourn was made by Merten, seconded by Heck, and carried unanimously. Meeting adjourned at 6:35 P.M. The next monthly meeting is scheduled for October 10, 2018 at 6:00 p.m.



John Smith, Secretary

**Housing Authority of City of Burlington Wisconsin
Riverview Manor**

October 10, 2018

The regular monthly meeting of the Housing Authority of City of Burlington Wisconsin was held on Wednesday, October 10, 2018 at 6:00 P.M. at Riverview Manor. The meeting was called to order by Chairman Petersen.

COMMISSIONERS PRESENT: Chairman Petersen, Vice Chairman Heck, Secretary Smith, Commissioner Merten, Commissioner Lapp and Manager Odeja.

Minutes from the regular monthly meeting held September 13, 2018 were reviewed. A motion to approve the minutes as written was made by Heck, seconded by Merten and carried unanimously.

FINANCIAL REPORT: Copies of the monthly operating statements, bills and bank statements were dispersed and reviewed by board members including Reserve Account balances as of September 30, 2018. (See statement balance sheet).

Transfer of reserve account to Town Bank and updated signers in progress.

OCCUPANCY REPORT: Manager Odeja reported 62 on the waiting list for one-bedroom units and 6 for two-bedroom units.

BUILDING AND MAINTENANCE: Manager Odeja gave a report on the maintenance items that were taken care of in September. See attached report for details.

There was discussion on our part-time cleaning person and the hours that are being worked. They are not enough to cover the regular cleaning schedule and the rent readies. The current cleaning person is working eight hours a week. The original job posting she was hired under was for 10-15 hours a week. It was decided that there is a need to adhere to the original work hours in the posting to ensure that all cleaning is getting done.

Manager Odeja reported on the need for new fence around the dumpsters. She will obtain two estimates. Also reported was a need to remove the carpet at the north entrance due to heavy traffic and wear and replace with tile. A motion was made to proceed with the above manager recommendations by Heck, seconded by Merten and carried unanimously.

NEW BUSINESS: A motion made for Manager Odeja to attend the upcoming November training presented by WICARH was made by Lapp, seconded by Merten and carried unanimously

OTHER BUSINESS: None

ADJOURNMENT: There being no further business, motion to adjourn was made by Merten, seconded by Heck, and carried unanimously. Meeting adjourned at 6:38 P.M. The next monthly meeting is scheduled for November 15, 2018 at 6:00 p.m.



John Smith, Secretary

**Housing Authority of City of Burlington Wisconsin
Riverview Manor**

November 15, 2018

The regular monthly meeting of the Housing Authority of City of Burlington Wisconsin was held on Thursday, November 15, 2018 at 6:00 P.M. at Riverview Manor. The meeting was called to order by Chairman Petersen.

COMMISSIONERS PRESENT: Chairman Petersen, Vice Chairman Heck, Secretary Smith, Commissioner Merten and Manager Odeja. Commissioner Lapp had an excused absence.

Minutes from the regular monthly meeting held October 13, 2018 were reviewed. A motion to approve the minutes as written was made by Merten, seconded by Heck and carried unanimously.

FINANCIAL REPORT: Copies of the monthly operating statements, bills and bank statements were dispersed and reviewed by board members including Reserve Account balances as of October 31, 2018. (See statement balance sheet).

Update given regarding progress of updating signers for Reserve Account.

OCCUPANCY REPORT: Manager Odeja reported 63 on the waiting list for one bedroom units and 7 for two bedroom units.

BUILDING AND MAINTENANCE: Manager Odeja gave a report on the maintenance items that were taken care of in October. Discussion was held on updating the décor in the building.

Manager Odeja gave an update regarding the need for new fence around the dumpsters. No bids have been received as yet. This matter will be tabled until spring. An update was also given on the need to remove the carpet at the north entrance due to heavy traffic and wear and to replace it with tile

NEW BUSINESS: Audit has been started by Sitzberger CPA firm.

OTHER BUSINESS: None

ADJOURNMENT: There being no further business, motion to adjourn was made by Merten, seconded by Heck, and carried unanimously. Meeting adjourned at 6:36 P.M. The next monthly meeting is scheduled for December 3, 2018 at 6:00 p.m.



John Smith, Secretary



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
December 4, 2018

1. Call to Order:

Commissioner Busch called the meeting to order at 5:40 p.m.

2. Roll Call:

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

3. Public Comments:

None.

4. Approval of Minutes

The minutes from the November 6, 2018 PFC meeting was approved on a motion to approve by Commissioner Morrow, seconded by Commissioner Hintz all ayes motion carried.

5. 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 Hintz and seconded by Commissioner Morrow all ayes carried the motion at 5:43pm.

(We stayed in closed session and decided to act on all items in closed session both Fire and Police Business when we came out after the police candidate interviews)
Jeff Erickson came into the meeting at 5:50pm.

6. Police Chief Business

A. A motion by Commissioner Morrow and seconded by Commissioner Erickson to reconvene into open session at 6:24pm all ayes carried the motion.

B. On a motion by Commissioner Erickson and seconded by Commissioner Hintz the following candidate was added to the fire department eligibility list, Thomas Baron all ayes carried the motion. On a motion by Commissioner Morrow and seconded by Commissioner Erickson, Scott Wasilevich was promoted to Sergeant. All ayes carried the motion.

5. Police and Fire Commission Business

None.

8. Adjourn

Motion by Commissioner Erickson to adjourn seconded by Commissioner Hintz; all ayes carried the motion at 6:28p.m.

Respectfully submitted,
Commissioner Erickson, Secretary



**HISTORIC PRESERVATION COMMISSION
AMENDED MEETING MINUTES
Thursday, November 29, 2018**

The meeting was called to order by Chairman Darrel Eisenhardt at 6:30 p.m. Aldermanic Representative Susan Kott; Commissioner Frank Capra; Commissioner Steve Wagner; Commissioner Ken Morrison; Commissioner Kevin O'Brien; and Commissioner Daniel Colwell were present. Student Representative Grace Lashbrook was present. Student Representative Tyler Van Patten was excused.

CITIZEN COMMENTS

Judith Schulz, 533 Milwaukee Avenue, stated that the historic district is on the National and State Register, and building owners should be aware of tax credits they can receive. Ms. Schulz handed out pictures of old buildings that had the paint removed.

APPROVAL OF MINUTES

Commissioner Wagner corrected the minutes to read “the fire escape will look like it is in the horizontal rest position”. Commissioner Wagner moved, and Commissioner Colwell seconded to approve the minutes of October 25, 2018.

LETTERS AND COMMUNICATIONS

None

OLD BUSINESS

None

NEW BUSINESS

- A. A Certificate of Appropriateness application from Jon Thorngate of Lifebridge Church for property located at *457 Milwaukee Avenue* to paint signage on the side wall. This item was at the October 3, 2018 meeting.
- Chairman Eisenhardt introduced and opened this item for discussion.
 - Attorney John Bjelajac explained the version of the law, and the outcome from the November 7, 2018 Council meeting. Attorney Bjelajac handed out the City Ordinance for signage, and stated the decision is not made on the content of the sign, but rather what is in the ordinance. Attorney John Bjelajac further stated the building inspector would have the final decision.
 - Jon Thorngate, 224 Peters Parkway, presented the revised design of the sign that was scaled down, as well as the cursive that became secondary, because the Historic Preservation Commissioners stated the original sign was too large and busy. Aldermanic Representative Kott mentioned that Gregory Guidry, Building Inspector, wrote a review in 2016 which states the

signage was non-conforming and would have to be removed or painted over. Aldermanic Representative Kott said to Mr. Thorngate that at the time he budgeted \$3,500 for removal of the sign because he knew it was non-conforming. Mr. Thorngate replied he does not recall that, but remembers that the signage had to be reviewed at a later date. Mr. Thorngate stated the intention was to always put a sign there, and wanted to resemble the size and style of the existing sign.

- Commissioner Colwell asked for a recap since he was not present at the October 3, 2018 meeting.
- Chairman Eisenhardt explained the discussion was regarding the wording, size of the letters, and the previous Bigelow signage. Chairman Eisenhardt further explained that years ago there was no signage. Tanya Fonesca, Graef, explained the recommendation to approve, was based on the historical context of the downtown businesses.
- Commissioner O'Brien asked if there is verbiage in the city ordinance when a building changes hands, if the paint has to be removed and the brick painted to the original natural color. Ms. Fonesca answered no, there is no language in the ordinance that states it has to be painted to the original brick color. Commissioner O'Brien questioned in order to maintain the historical look of the building, then maybe the brick should go back to the original color. Ms. Fonesca responded that it is up to the Historical Preservation Commissioners. Ms. Fonesca explained many historical committees operate differently, whether it is going with the original look when the building was built or allowing property owners to do as they wish. The Commissioners discussed when the building was originally painted as the Chevrolet dealership, the guess was around 1950-1960. Aldermanic Representative Kott mentioned that during that era there were no codes or even a historic district. Mr. Thorngate stated the Commissioners should not base the decision on an estimated timeline. Mr. Thorngate further stated the paint cannot be removed from the brick, because the brick is in bad condition and it is too expensive to repair.
- Commissioner Morrison clarified that no paint is to be applied to any brick, and questioned how the deteriorated brick could be updated. Chairman Eisenhardt replied that either a special stripper could be used if it has been previously painted, or re-painted to the original brick color if it is beyond repair. Ms. Fonesca asked where in the guidelines it says that it has to be painted to the original brick color. Ms. Fonesca stated she found where it says brick cannot be painted, unless it has been previously painted. Chairman Eisenhardt stated in the Historic Downtown District Guideline it mentions the ways that are not recommended for protection of masonry. Ms. Fonesca explained those are guidelines and not requirements. Mr. Thorngate questioned if the Commissioners would like to see the brick plain, even though it has been painted that way for over 60 years, verses not removing the paint. Commissioner Colwell responded that the guidelines read the paint shall be removed if it does not damage the building, but re-painted if there is damage.
- Attorney John Bjelajac reminded the Commissioners the application is for signage and not for the wall. Commissioner Colwell stated if there was a sign there previously and it is appropriate for signage in that location, regardless of the content and it meets the needs, then the sign should be

approved. Commissioner Capra stated he thought the purpose of this committee was to bring buildings back to its original condition. Mr. Guidry explained that in 2016 a sign was never presented, only discussed. Mr. Guidry further explained at that time he was under the impression that signs were not allowed to be painted on the building, and since then Attorney John Bjelajac has informed Mr. Guidry that signage is allowed. Chairman Eisenhardt commented the grant application in 2016 was budgeted for painting over the signage. Mr. Thorngate replied at that time the intention was to paint over the signage and come back later, but was not given permission to do so. Mr. Thorngate stated they are trying to work with the city by keeping the color, style, and make an improvement. Mr. Thorngate further stated that side of the building has always had signage, and is more historically looking, as well as allowed according to the codes.

- There were no further comments.
- Commissioner Capra moved, and Commissioner O'Brien seconded to deny the Certificate of Appropriateness for painting the sign.
- Roll call: Chairman Darrel Eisenhardt, nay; Aldermanic Representative Susan Kott, aye; Commissioner Frank Capra, aye; Commissioner Steve Wagner, nay; Commissioner Ken Morrison, aye; Commissioner Kevin O'Brien, aye; and Commissioner Daniel Colwell, nay. Aye – 4, Nay – 3. Motion carried.

B. A Sign Permit application from Jon Thorngate of Lifebridge Church for property located at **457 Milwaukee Avenue** to paint signage on the side wall. This item was tabled at the October 3, 2018 meeting.

- Chairman Eisenhardt introduced and opened this item for discussion.
- There were no comments.
- Aldermanic Representative Kott moved, and Commissioner O'Brien seconded to deny the Sign Permit for painting the sign.
- Roll call: Chairman Darrel Eisenhardt, nay; Aldermanic Representative Susan Kott, aye; Commissioner Frank Capra, aye; Commissioner Steve Wagner, nay; Commissioner Ken Morrison, aye; Commissioner Kevin O'Brien, aye; and Commissioner Daniel Colwell, nay. Aye – 4, Nay – 3. Motion carried.
- Mr. Guidry questioned if this could be brought back to the Council meeting. Attorney Bjelajac replies yes, but stated the signage is ultimately Mr. Guidry's decision for denial or approval. Attorney Bjelajac stated that most of which is approved at a Historic Preservation meeting is recommendation to Council, but the signage is recommendation to Mr. Guidry.

- Aldermanic Representative Kott questioned what the purpose was of having a discussion to deny, and then Mr. Guidry presents it to Council for approval. Mr. Guidry responded that Council does not want signage to come before them that is why the decision making role changed.

DISCUSSION ITEMS

A. Introduction and discussion with the City Planner, Graef, to explain their roles and challenges they will be accepting, as well as a “HPC 101” for the members of the commission.

- Chairman Eisenhardt introduced and opened this item for discussion.
- Ms. Fonesca handed out documents regarding the roles of a Historic Preservation Commission (HPC). Ms. Fonesca explained this is a broad overview, and will need to be brought back to another meeting for a more detailed guidance. There are some decisions that need to be made for property owners, such as; whether or not the building shall be in compliance immediately, given a time period, or work with them until financially able. Ms. Fonesca further explained the city would like to see properties sold, but if the HPC is too restrictive, then owners will not want to come to Burlington. It is important for the purchaser to be aware of what is being required prior to signing papers. The codes can be confusing, but they can be re-written to be simplified. The codes were written decades ago, and things have changed over the years. The purpose of the Historic District is to help stabilize and improve property values, which strengthen the economy. The intent is to provide protection and preservation of structures. There are a few times when an applicant may be required to present the project to the Plan Commission, such as; when there is a change of use or an addition to a building. Aldermanic Representative Kott asked if the Plan Commission is supposed to know the codes for the historic district. Ms. Fonesca responded no, Sign Permit applications are not presented to the Plan Commission, so it is not necessary for them to know the codes. The Plan Commission decides if the project can be completed according to Site Plans. Commissioner Morrison asked if a flow chart for signage and other projects can be provided to help guide how the process works. Ms. Fonesca responded yes, and stated Graef will provide options instead of recommendations in the reviews.

Tyler Van Patten arrived at 6:26 pm.

- Ms. Fonesca stated there are three ways of voting for items on the agenda; 1) approve, 2) deny, or 3) table. Commissioner Wagner asked if an item is approved, can there be conditions so the applicant does not have to come back at a later date. Ms. Fonesca responded yes, as long as the conditions are specific and written in the minutes. Aldermanic Representative Kott questioned if codes could be re-written, such as murals. Ms. Fonesca replied yes, and suggested looking at other municipal codes. Ms. Fonesca further replied the codes can be written to help with the difference between signs and murals. Ms. Fonesca asked the Commissioners to write down their top 5 things that are difficult when reviewing, so it can be changed to make understanding the codes easier.

- Commissioner Colwell questioned if an applicant completes a project without approval, what can be done. Commissioner O'Brien thought there were so many days to apply for a Certificate of Appropriateness (COA), or a fines may be issued. Mr. Guidry asked if a COA is required if an applicant would like to paint a building a different color or the same color. The Commissioners answered a COA is required only if the color is changing.
- Commissioner Wagner asked if there is someone that can be designated to collect old photos. Ms. Fonesca answered that would be helpful. Aldermanic Representative Kott stated Ms. Schulz and herself would like to put together a binder of old photos for the Commissioners, Historical Society, and City Hall, so the applicant will have the oldest photo available to them.
- Aldermanic Representative Kott asked for information regarding the Kane Street District. Mr. Guidry replied it is a Federal Program and the City does not enforce the rules for repairs.
- Mr. Guidry reminded the Commissioners to read the guidelines and codes.

ADJOURNMENT

Commissioner O'Brien moved, and Commission Morrison seconded to adjourn the meeting at 7:19 p.m. *All were in favor and the motion carried.*

Recording Secretary,

Kristine Anderson
Administrative Assistant



DATE: February 5, 2019

SUBJECT: **PREPAID AND VOUCHERS** - To approve the Prepaid and Vouchers list for bills accrued through February 5, 2019.

SUBMITTED BY: Steven DeQuaker, Finance Director

BACKGROUND/HISTORY:

Attached please find the Prepaid and Voucher list for bills accrued through February 5, 2019:

Total Prepaid:	\$ 4,844,305.61
Total Vouchers:	\$ 87,004.02
Grand Total:	\$ 4,931,309.63

BUDGET/FISCAL IMPACT:

5 Largest Disbursements on the Prepaid and Voucher List:

1. \$3,084,511.56 Burlington Area School District - January Settlement for Racine and Walworth County
2. \$1,213,911.72 Racine County Treasurer - January Settlement for Racine County
3. \$ 275,566.14 Gateway Technical College - January Settlement for Racine and Walworth County
4. \$ 84,261.50 Miller Motor Sales, Inc. - Purchase of Three (3) Police SUV's
5. \$ 39,296.24 Johns Disposal Service, Inc. - Monthly Contracted Billing for Garbage and Recycling

RECOMMENDATION:

Staff recommends that the Common Council accept and approve these Prepaid and Vouchers in the amount of \$4,931,309.63.

TIMING/IMPLEMENTATION:

This item is scheduled for consideration at the February 5, 2019 Common Council meeting.

Attachments

- Prepaid 01.11.19
- Prepaid 01.18.19
- Prepaid 01.25.19
- Vouchers 02.05.19

GL Account and Title	Vendor Name	Description	Invoice Number	Invoice Date	Net Invoice Amount	Date Paid
10051511265						
100-515111-265 Festival/Fireworks/Block Party	DINERS CLUB COMMERCIAL	Ice Festival	3596 12/18	12/28/2018	865.65	01/11/2019
100-515111-265 Festival/Fireworks/Block Party	DINERS CLUB COMMERCIAL	Ice Festival	3596 12/18	12/28/2018	378.00	01/11/2019
100-515111-265 Festival/Fireworks/Block Party	DINERS CLUB COMMERCIAL	Amazon-Ice Festival	6992 12/18	12/28/2018	107.69	01/11/2019
100-515111-265 Festival/Fireworks/Block Party	DINERS CLUB COMMERCIAL	Amazon-Ice Festival	6992 12/18	12/28/2018	17.98	01/11/2019
100-515111-265 Festival/Fireworks/Block Party	DINERS CLUB COMMERCIAL	Amazon-Ice Festival	6992 12/18	12/28/2018	4.50	01/11/2019
Total 10051511265:					1,373.82	
100515121225						
100-515121-225 MUNI COURT - TELEPHONE	TIME WARNER CABLE	Acct # 089478701 (split)	089478701010119	01/01/2019	15.06	01/11/2019
Total 100515121225:					15.06	
100515121248						
100-515121-248 MUNI COURT - REP & MAIN	VORPAGEL SERVICE INC.	Vorpapel Services Muni	43272	08/28/2018	264.44	01/11/2019
Total 100515121248:					264.44	
100515131225						
100-515131-225 MAYOR-TELEPHONE	TIME WARNER CABLE	Acct # 089478701 (split)	089478701010119	01/01/2019	17.45	01/11/2019
Total 100515131225:					17.45	
100515132220						
100-515132-220 ADMIN - UTILITIES	WE ENERGIES	5843-033-004 (split)	5843033004	12/26/2018	571.07	01/11/2019
100-515132-220 ADMIN - UTILITIES	TIME WARNER CABLE	Acct # 089478701 (split)	089478701010119	01/01/2019	398.58	01/11/2019
Total 100515132220:					969.65	
100515132225						
100-515132-225 ADMIN - TELEPHONE	AT & T	262 767-1389 327 6	262767138912	12/28/2018	267.48	01/11/2019
100-515132-225 ADMIN - TELEPHONE	AT & T	171-798-6300 001 (split)	8833035400	12/19/2018	334.39	01/11/2019
Total 100515132225:					601.87	
100515132248						
100-515132-248 REPAIRS & MAINT BUILDIN	VORPAGEL SERVICE INC.	Vorpapel Services Admin	43272	08/28/2018	1,057.77	01/11/2019
Total 100515132248:					1,057.77	
100515132298						
100-515132-298 ADMIN - CONTRACT SERVI	NORTHERN ILLINOIS UNIVERSI	Intern-Sponsored Programs	DB-G5B70336-5	12/16/2018	1,200.00	01/11/2019
Total 100515132298:					1,200.00	
100515132310						
100-515132-310 ADMIN - OFF SUPP-POSTA	DINERS CLUB COMMERCIAL	EIG* Constant Contract (ongoing)	5799 12/18	12/28/2018	5.00	01/11/2019
Total 100515132310:					5.00	
100515140248						
100-515140-248 CLERK-REPAIRS & MAINT B	VORPAGEL SERVICE INC.	Vorpapel Services Clerk	43272	08/28/2018	264.44	01/11/2019
Total 100515140248:					264.44	
100515141220						
100-515141-220 FINANCE - UTILITY SERVIC	WE ENERGIES	5843-033-004 (split)	5843033004	12/26/2018	346.72	01/11/2019
100-515141-220 FINANCE - UTILITY SERVIC	TIME WARNER CABLE	Acct # 089478701 (split)	089478701010119	01/01/2019	169.52	01/11/2019

GL Account and Title	Vendor Name	Description	Invoice Number	Invoice Date	Net Invoice Amount	Date Paid
Total 100515141220:					516.24	
100515141225						
100-515141-225 FINANCE - TELEPHONE	AT & T	171-798-6300 001 (split)	8833035400	12/19/2018	200.63	01/11/2019
Total 100515141225:					200.63	
100515141248						
100-515141-248 FINANCE - REP AND MAINT	VORPAGEL SERVICE INC.	Vorpagel Services Finance	43272	08/28/2018	528.89	01/11/2019
Total 100515141248:					528.89	
100515141310						
100-515141-310 FINANCE - OFFICE SUPP/P	DINERS CLUB COMMERCIAL	Walmart	5864 12/18	12/28/2018	148.70	01/11/2019
Total 100515141310:					148.70	
100515142310						
100-515142-310 ELECTIONS - OPERATION S	DINERS CLUB COMMERCIAL	Elections-Holiday Cards	5914 12/18	12/28/2018	77.41	01/11/2019
Total 100515142310:					77.41	
100515181220						
100-515181-220 HR-UTILITY SERVICES	TIME WARNER CABLE	Acct # 089478701 (split)	089478701010119	01/01/2019	37.30	01/11/2019
Total 100515181220:					37.30	
100525211220						
100-525211-220 POLICE - UTILITY SERVICE	WE ENERGIES	1461-190-073	1461190073DEC18	12/26/2018	823.16	01/11/2019
100-525211-220 POLICE - UTILITY SERVICE	WE ENERGIES	5843-681-877	5843681877	12/27/2018	1,510.08	01/11/2019
100-525211-220 POLICE - UTILITY SERVICE	TIME WARNER CABLE	Acct # 089478701 (split)	089478701010119	01/01/2019	797.41	01/11/2019
Total 100525211220:					3,130.65	
100525211225						
100-525211-225 POLICE - TELEPHONE	AT & T	831-000-7991 401	1560955404	12/11/2018	1,217.15	01/11/2019
100-525211-225 POLICE - TELEPHONE	AT & T	171-798-6300 001 (split)	8833035400	12/19/2018	535.02	01/11/2019
Total 100525211225:					1,752.17	
100525211310						
100-525211-310 POLICE - OFF SUPP-POSTA	DINERS CLUB COMMERCIAL	Postage	5781 12/18	12/28/2018	9.95	01/11/2019
100-525211-310 POLICE - OFF SUPP-POSTA	DINERS CLUB COMMERCIAL	Postage	5781 12/18	12/28/2018	11.89	01/11/2019
100-525211-310 POLICE - OFF SUPP-POSTA	DINERS CLUB COMMERCIAL	Build A Sign	5781 12/18	12/28/2018	6.43	01/11/2019
100-525211-310 POLICE - OFF SUPP-POSTA	DINERS CLUB COMMERCIAL	USPS	5815 12/18	12/28/2018	10.25	01/11/2019
Total 100525211310:					38.52	
100525211324						
100-525211-324 POLICE - PUBL,SUBSCRIPT	DINERS CLUB COMMERCIAL	Wis Chief Assoc.-Membership Renewal	5781 12/18	12/28/2018	130.00	01/11/2019
Total 100525211324:					130.00	
100525211330						
100-525211-330 POLICE - TRAVEL	DINERS CLUB COMMERCIAL	Dominos-Trainers Meeting	2208 12/18	12/28/2018	52.49	01/11/2019
100-525211-330 POLICE - TRAVEL	DINERS CLUB COMMERCIAL	Dominos	2208 12/18	12/28/2018	70.15	01/11/2019
100-525211-330 POLICE - TRAVEL	DINERS CLUB COMMERCIAL	Gooseberries	2208 12/18	12/28/2018	34.47	01/11/2019
100-525211-330 POLICE - TRAVEL	DINERS CLUB COMMERCIAL	Glock-Training Class	2208 12/18	12/28/2018	350.00	01/11/2019

GL Account and Title	Vendor Name	Description	Invoice Number	Invoice Date	Net Invoice Amount	Date Paid
100-525211-330 POLICE - TRAVEL	DINERS CLUB COMMERCIAL	Jimmy Johns	5781 12/18	12/28/2018	21.95	01/11/2019
Total 100525211330:					529.06	
100525220157						
100-525220-157 FIRE - INSERVICE TRAININ	DINERS CLUB COMMERCIAL	Gooseberries	8038 12/18	12/28/2018	30.21	01/11/2019
Total 100525220157:					30.21	
100525220159						
100-525220-159 FIRE - CLOTHING ALLOWA	CONWAY SHIELDS	Boots - D. THOMAS	0433295-IN	12/28/2018	410.50	01/11/2019
100-525220-159 FIRE - CLOTHING ALLOWA	AIR ONE EQUIPMENT, INC	CARTONKNIGHT HOOD	136981	10/15/2018	83.08	01/11/2019
Total 100525220159:					493.58	
100525220220						
100-525220-220 FIRE - UTILITY SERVICES	WE ENERGIES	8419-416-558	8419416558DEC18	12/27/2018	12.11	01/11/2019
100-525220-220 FIRE - UTILITY SERVICES	TIME WARNER CABLE	Acct # 089478701 (split)	089478701010119	01/01/2019	224.28	01/11/2019
Total 100525220220:					236.39	
100525220244						
100-525220-244 FIRE - REPAIR MAINT EQUI	JEFFERSON FIRE & SAFETY	JEFFERSON FIRE & SAFETY FIRE DEPT SUPPLIE	IN101151	01/01/2019	45.00	01/11/2019
100-525220-244 FIRE - REPAIR MAINT EQUI	RC ELECTRONIC, INC	Ni-MH Battery/Motorola	644970	01/01/2019	68.95	01/11/2019
Total 100525220244:					113.95	
100525220248						
100-525220-248 FIRE - REPAIR MAINT BLDG	DINERS CLUB COMMERCIAL	Recliner	8038 12/18	12/28/2018	499.00	01/11/2019
100-525220-248 FIRE - REPAIR MAINT BLDG	DINERS CLUB COMMERCIAL	Single Source-Attachment Tape	8038 12/18	12/28/2018	37.98	01/11/2019
100-525220-248 FIRE - REPAIR MAINT BLDG	BURLINGTON LUMBER CO.	BURLINGTON LUMBER FIRE	93206	12/06/2018	497.25	01/11/2019
100-525220-248 FIRE - REPAIR MAINT BLDG	CULLIGAN OF BURLINGTON	deionization rental service	123118	12/31/2018	117.60	01/11/2019
Total 100525220248:					1,151.83	
100525220295						
100-525220-295 Medical Service/Supply	DINERS CLUB COMMERCIAL	Hero Wipes	8038 12/18	12/28/2018	205.00	01/11/2019
Total 100525220295:					205.00	
100525220310						
100-525220-310 FIRE - OFFICE SUPPLIES	DINERS CLUB COMMERCIAL	Walmart	8038 12/18	12/28/2018	15.26	01/11/2019
100-525220-310 FIRE - OFFICE SUPPLIES	DINERS CLUB COMMERCIAL	Help Wanted Ad	8038 12/18	12/28/2018	50.45	01/11/2019
Total 100525220310:					65.71	
100525220324						
100-525220-324 FIRE - MEMBERSHIP & DUE	RACINE CO FIRE CHIEF'S ASS	2019 Annual Dues	2019 DUES	01/08/2019	450.00	01/11/2019
Total 100525220324:					450.00	
100525231220						
100-525231-220 BLDG INSP UTILITIES	WE ENERGIES	5843-033-004 (split)	5843033004	12/26/2018	101.98	01/11/2019
100-525231-220 BLDG INSP UTILITIES	TIME WARNER CABLE	Acct # 089478701 (split)	089478701010119	01/01/2019	23.91	01/11/2019
Total 100525231220:					125.89	
100525231372						
100-525231-372 BLDG INSP - AUTO EXPENS	DINERS CLUB COMMERCIAL	Lois Tire-Tires-2013 Escape	0114 12/18	12/28/2018	790.35	01/11/2019

GL Account and Title	Vendor Name	Description	Invoice Number	Invoice Date	Net Invoice Amount	Date Paid
Total 100525231372:					790.35	
100535321220						
100-535321-220 STREETS - UTILITIES	WE ENERGIES	0688-843-174	0688843174DEC18	12/11/2018	415.69	01/11/2019
100-535321-220 STREETS - UTILITIES	WE ENERGIES	1638-891-345 (split)	1638891345DEC18	12/26/2018	767.92	01/11/2019
100-535321-220 STREETS - UTILITIES	WE ENERGIES	8430-081-671 (split)	8430081671DEC18	12/25/2018	448.42	01/11/2019
100-535321-220 STREETS - UTILITIES	TIME WARNER CABLE	Acct # 089478701 (split)	089478701010119	01/01/2019	249.15	01/11/2019
Total 100535321220:					1,881.18	
100535321246						
100-535321-246 STREETS - REP MAINT OFF	DIGICORP	5 Port Switch-HVAC	326296	12/20/2018	25.00	01/11/2019
Total 100535321246:					25.00	
100535321261						
100-535321-261 STREETS - LIGHTING	WE ENERGIES	0455-414-409	0455414409DEC18	12/18/2018	220.84	01/11/2019
100-535321-261 STREETS - LIGHTING	WE ENERGIES	0818-594-802	0818594802DEC18	12/26/2018	18.96	01/11/2019
100-535321-261 STREETS - LIGHTING	WE ENERGIES	0819-473-268	0819473268DEC18	12/26/2018	125.97	01/11/2019
100-535321-261 STREETS - LIGHTING	WE ENERGIES	0838-352-542	0838352542DEC18	12/21/2018	43.80	01/11/2019
100-535321-261 STREETS - LIGHTING	WE ENERGIES	0850-628-152	0850628152DEC18	12/21/2018	261.95	01/11/2019
100-535321-261 STREETS - LIGHTING	WE ENERGIES	2019-198-266	2019198266DEC18	12/11/2018	49.98	01/11/2019
100-535321-261 STREETS - LIGHTING	WE ENERGIES	2023-503-060	2023503060DEC18	12/26/2018	157.85	01/11/2019
100-535321-261 STREETS - LIGHTING	WE ENERGIES	4404-149-064	4404149064DEC18	12/17/2018	52.13	01/11/2019
100-535321-261 STREETS - LIGHTING	WE ENERGIES	5043-084-318	5043084318DEC18	12/20/2018	49.69	01/11/2019
100-535321-261 STREETS - LIGHTING	WE ENERGIES	5406-087-899	5406087899DEC18	12/18/2018	137.80	01/11/2019
100-535321-261 STREETS - LIGHTING	WE ENERGIES	5465-979-181	5465979181DEC18	12/20/2018	57.26	01/11/2019
100-535321-261 STREETS - LIGHTING	WE ENERGIES	5695-147-539	5695147539DEC18	12/26/2018	584.51	01/11/2019
100-535321-261 STREETS - LIGHTING	WE ENERGIES	7255-756-558	7255756558DEC18	12/19/2018	16.57	01/11/2019
100-535321-261 STREETS - LIGHTING	WE ENERGIES	9418-285-345	9418285345DEC18	12/27/2018	107.01	01/11/2019
Total 100535321261:					1,884.32	
100535321298						
100-535321-298 STREETS - CONTRACT SER	JOHNSON CONTROLS FIRE PR	Annual Billing for Fire Alarm Inspection (split)	20648956	12/04/2018	159.08	01/11/2019
Total 100535321298:					159.08	
10055551220						
100-555551-220 PARKS - UTILITIES	WE ENERGIES	0435-566-939	0435566939DEC18	12/18/2018	37.14	01/11/2019
100-555551-220 PARKS - UTILITIES	WE ENERGIES	1638-891-345 (split)	1638891345DEC18	12/26/2018	383.96	01/11/2019
100-555551-220 PARKS - UTILITIES	WE ENERGIES	6211-699-899	6211699899DEC18	12/26/2018	66.94	01/11/2019
100-555551-220 PARKS - UTILITIES	WE ENERGIES	8430-081-671 (split)	8430081671DEC18	12/25/2018	224.22	01/11/2019
100-555551-220 PARKS - UTILITIES	TIME WARNER CABLE	Acct # 089478701 (split)	089478701010119	01/01/2019	59.78	01/11/2019
Total 10055551220:					772.04	
10055551246						
100-555551-246 PARKS - REPAIR MAINT OF	DIGICORP	5 Port Switch-HVAC	326296	12/20/2018	25.00	01/11/2019
Total 10055551246:					25.00	
10055551298						
100-555551-298 PARKS - OUTSIDE SERVICE	JOHNSON CONTROLS FIRE PR	Annual Billing for Fire Alarm Inspection (split)	20648956	12/04/2018	159.08	01/11/2019
Total 10055551298:					159.08	

GL Account and Title	Vendor Name	Description	Invoice Number	Invoice Date	Net Invoice Amount	Date Paid
251555511225						
251-555511-225 TELEPHONE	DINERS CLUB COMMERCIAL	Google (ongoing)	3031 12/18	12/28/2018	62.50	01/11/2019
251-555511-225 TELEPHONE	AT & T	171-798-6300 001 (split)	8833035400	12/19/2018	267.51	01/11/2019
Total 251555511225:					330.01	
251555511312						
251-555511-312 COMPUTER SUPPLIES	DINERS CLUB COMMERCIAL	Precision Roller	6861 12/18	12/28/2018	27.80	01/11/2019
Total 251555511312:					27.80	
251555511330						
251-555511-330 INSERVICE TRAINING/TRAV	DINERS CLUB COMMERCIAL	Univ of Wis-Cancellation	6861 12/18	12/28/2018	130.00-	01/11/2019
Total 251555511330:					130.00-	
251555511345						
251-555511-345 PROGRAMS	PARRETT, COURTNEY	PRODUCE- ANIME CLUB	010919	01/09/2019	127.61	01/11/2019
251-555511-345 PROGRAMS	PARRETT, COURTNEY	EMBROIDERY FLOSS-ANIME CLUB	010919	01/09/2019	39.95	01/11/2019
Total 251555511345:					167.56	
453565616830						
453-565616-830 Disaster Expenditure	DINERS CLUB COMMERCIAL	Walmart-Training Room TV	5815 12/18	12/28/2018	698.00	01/11/2019
453-565616-830 Disaster Expenditure	AT & T	262 767-1904 046 8	262767190412	12/28/2018	672.25	01/11/2019
Total 453565616830:					1,370.25	
621575740220						
621-575740-220 WWTP-ELECTRIC	WE ENERGIES	0225-428-357 (split)	0225428357DEC18	12/31/2018	238.31	01/11/2019
621-575740-220 WWTP-ELECTRIC	WE ENERGIES	6268-292-660	6268292660DEC18	01/03/2019	49.10	01/11/2019
Total 621575740220:					287.41	
621575740222						
621-575740-222 GAS	WE ENERGIES	0225-428-357 (split)	0225428357DEC18	12/31/2018	12.18	01/11/2019
Total 621575740222:					12.18	
621575740225						
621-575740-225 TELEPHONE	TIME WARNER CABLE	Acct # 089478701 (split)	089478701010119	01/01/2019	249.15	01/11/2019
Total 621575740225:					249.15	
621575740246						
621-575740-246 REPAIRS,MAINT OFF EQUIP	DIGICORP	5 Port Switch-HVAC	326296	12/20/2018	25.00	01/11/2019
Total 621575740246:					25.00	
621575740253						
621-575740-253 PHOSPHATE REMOVAL	KEMIRA WATER SOLUTIONS	KEMIRA WWTP PIX-201 BULK	9017607576	09/30/2018	2,541.04	01/11/2019
Total 621575740253:					2,541.04	
621575740330						
621-575740-330 SEWER - INSRVC TRNG & T	EIASEW	ELECTRICAL WINTER CODE UPDATES	022619	01/09/2019	190.00	01/11/2019
Total 621575740330:					190.00	

GL Account and Title	Vendor Name	Description	Invoice Number	Invoice Date	Net Invoice Amount	Date Paid
622506220000						
622-506220-000 POWER	WE ENERGIES	0882-547-355 (split)	0882547355DEC18	12/26/2018	4,162.22	01/11/2019
622-506220-000 POWER	WE ENERGIES	3076-628-864	3076628864DEC18	12/27/2018	2,806.37	01/11/2019
622-506220-000 POWER	WE ENERGIES	3267-293-366	3267293366DEC18	12/25/2018	803.50	01/11/2019
622-506220-000 POWER	WE ENERGIES	3457-108-505	3457108505DEC18	12/27/2018	2,846.24	01/11/2019
622-506220-000 POWER	WE ENERGIES	6271-254-861 (split)	6271254861DEC18	12/26/2018	2,117.08	01/11/2019
622-506220-000 POWER	WE ENERGIES	7255-465-187	7255465187DEC18	12/25/2018	176.42	01/11/2019
622-506220-000 POWER	WE ENERGIES	8682-353-384 (split)	8682353384DEC18	12/27/2018	3,562.90	01/11/2019
Total 622506220000:					16,474.73	
622506230000						
622-506230-000 SUPPLIES	DINERS CLUB COMMERCIAL	Bait n Bobber	5831 12/18	12/28/2018	250.00	01/11/2019
622-506230-000 SUPPLIES	WE ENERGIES	0882-547-355 (split)	0882547355DEC18	12/26/2018	168.78	01/11/2019
622-506230-000 SUPPLIES	WE ENERGIES	1438-804-919	1438804919DEC18	12/27/2018	41.74	01/11/2019
622-506230-000 SUPPLIES	WE ENERGIES	1473-005-365	1473005365DEC18	12/31/2018	168.98	01/11/2019
622-506230-000 SUPPLIES	WE ENERGIES	6271-254-861 (split)	6271254861DEC18	12/26/2018	116.78	01/11/2019
622-506230-000 SUPPLIES	WE ENERGIES	6499-874-589	6499874589DEC18	12/25/2018	103.01	01/11/2019
622-506230-000 SUPPLIES	WE ENERGIES	8682-353-384 (split)	8682353384DEC18	12/27/2018	79.11	01/11/2019
622-506230-000 SUPPLIES	WE ENERGIES	9259-879-303	9259879303DEC18	12/26/2018	20.93	01/11/2019
Total 622506230000:					949.33	
622509210000						
622-509210-000 OFFICE SUPPLY	DINERS CLUB COMMERCIAL	USPS	5831 12/18	12/28/2018	13.65	01/11/2019
622-509210-000 OFFICE SUPPLY	TIME WARNER CABLE	Acct # 089478701 (split)	089478701010119	01/01/2019	149.44	01/11/2019
Total 622509210000:					163.09	
622509260000						
622-509260-000 EMPLOYEE REIMBURSEME	DINERS CLUB COMMERCIAL	Wisconsin Contractors	5831 12/18	12/28/2018	99.00	01/11/2019
Total 622509260000:					99.00	
622509350000						
622-509350-000 GENERAL PLANT-SUPPLIE	WE ENERGIES	1638-891-345 (split)	1638891345DEC18	12/26/2018	767.91	01/11/2019
622-509350-000 GENERAL PLANT-SUPPLIE	WE ENERGIES	8430-081-671 (split)	8430081671DEC18	12/25/2018	448.42	01/11/2019
622-509350-000 GENERAL PLANT-SUPPLIE	JOHNSON CONTROLS FIRE PR	Annual Billing for Fire Alarm Inspection (split)	20648956	12/04/2018	159.08	01/11/2019
Total 622509350000:					1,375.41	
623575740225						
623-575740-225 TELEPHONE	AT & T	262-757-0907 307 4	26275709071218	12/25/2018	150.55	01/11/2019
Total 623575740225:					150.55	
802484842000						
802-484842-000 MISCELLANEOUS DONATIO	DINERS CLUB COMMERCIAL	Walmart-Adopt a Family	2208 12/18	12/28/2018	350.00	01/11/2019
Total 802484842000:					350.00	
864212001						
864-212001 REFUNDS PAYABLE	CALVERT, CARLA LIVING TRUS	PROPERTY TAX REFUND 2018	152404	01/08/2019	532.01	01/11/2019
864-212001 REFUNDS PAYABLE	REBARCHIK, DAVID & RACHEL	PROPERTY TAX REFUND 2018	153237	01/09/2019	183.38	01/11/2019
864-212001 REFUNDS PAYABLE	PETERSEN, BERNARD & MICH	Property Tax Refund 2018	152024	01/07/2019	459.36	01/11/2019
864-212001 REFUNDS PAYABLE	PETERSEN, BERNARD & MICH	Property Tax Refund 2018	153373	01/09/2019	320.03	01/11/2019
864-212001 REFUNDS PAYABLE	SCHNEIDER, LAUREL E	PROPERTY TAX REFUND 2018	151556	01/05/2019	199.65	01/11/2019
864-212001 REFUNDS PAYABLE	SCHVETZ, NANCY L	Property Tax Refund 2018	151166	01/04/2019	314.89	01/11/2019
864-212001 REFUNDS PAYABLE	SCHNEIDER, PETER & COLLEE	PROPERTY TAX REFUND 2018	151911	01/07/2019	191.14	01/11/2019

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864-212001 REFUNDS PAYABLE	THOMSEN, JEFFRY S	PROPERTY TAX REFUND 2018	148662	01/03/2019	493.13	01/11/2019
864-212001 REFUNDS PAYABLE	BREY, VICTORIA J	property tax refund 2018	150413	01/04/2019	496.27	01/11/2019
864-212001 REFUNDS PAYABLE	WEINK, DOUGLAS	Property Tax Refund 2018	151020	01/04/2019	1,025.71	01/11/2019
864-212001 REFUNDS PAYABLE	CUCCHI, LUKE J	PROPERTY TAX REFUND 2018	141323	01/04/2019	155.88	01/11/2019
864-212001 REFUNDS PAYABLE	WILLKOMM PROPERTIES & MA	PROPERTY TAX REFUND 2018	152247	01/07/2019	1,076.24	01/11/2019
864-212001 REFUNDS PAYABLE	WILLKOMM PROPERTIES & MA	PROPERTY TAX REFUND 2018	152248	01/07/2019	380.20	01/11/2019
864-212001 REFUNDS PAYABLE	LAKATOS, KURT JANOS	PROPERTY TAX REFUND 2018	153030	01/08/2019	190.03	01/11/2019
864-212001 REFUNDS PAYABLE	MITCHELL, DAVID L	PROPERTY TAX REFUND 2018	153463	01/09/2019	164.50	01/11/2019
Total 864212001:					6,182.42	
864243100						
864-243100 DUE TO COUNTY CURRENT LE	RACINE COUNTY TREASURER	Jan Settlement Racine County	010819	01/08/2019	1,213,911.72	01/11/2019
864-243100 DUE TO COUNTY CURRENT LE	WALWORTH COUNTY TREASU	Jan 2019 Settlement	010719	01/07/2019	72.90	01/11/2019
Total 864243100:					1,213,984.62	
864246001						
864-246001 DUE TO SCHOOL CURRENT LE	BURLINGTON AREA SCHOOL D	Jan Settlement Racine	010819	01/08/2019	3,084,323.40	01/11/2019
864-246001 DUE TO SCHOOL CURRENT LE	BURLINGTON AREA SCHOOL D	Jan Settlement Walworth	010819	01/08/2019	188.16	01/11/2019
Total 864246001:					3,084,511.56	
864247000						
864-247000 DUE TO VTAE CURRENT LEVY	GATEWAY - KENOSHA CAMPU	Jan 2018 Settlement Racine	010819	01/08/2019	275,549.33	01/11/2019
864-247000 DUE TO VTAE CURRENT LEVY	GATEWAY - KENOSHA CAMPU	Jan 2018 Settlement Walworth	010819	01/08/2019	16.81	01/11/2019
Total 864247000:					275,566.14	
875232000						
875-232000 MUNICIPAL COURT DEP	HANSEN, AMY	RESTITUTION DQ80DJJBV3	DQ80DJJBV3	01/04/2019	36.78	01/11/2019
875-232000 MUNICIPAL COURT DEP	NELSON, SHANNON	RESTITUTION DQ80F8QZ6T	DQ80F8QZ6T	01/04/2019	100.00	01/11/2019
Total 875232000:					136.78	
Grand Totals:					4,626,441.71	

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Motion for Approval by: _____

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GL Account and Title	Vendor Name	Description	Invoice Number	Invoice Date	Net Invoice Amount	Date Paid
100434312000						
100-434312-000 OPERATOR LICENSES	SPALDING, KATHRYN L	REFUND OPERATORS LICENSE APPLICATION	011819	01/18/2019	33.00	01/18/2019
Total 100434312000:					33.00	
100454521001						
100-454521-001 BOND FEES	RACINE COUNTY CLERK OF C	Kelly, Jamie Case: 2018CM000715	2018CM000715	01/18/2019	950.00	01/18/2019
100-454521-001 BOND FEES	KENOSHA CIRCUIT COURT	Garbacz, Michael; Warrant 17TR10500	17TR10500	01/17/2019	1,589.40	01/18/2019
Total 100454521001:					2,539.40	
100515111247						
100-515111-247 Repairs & Maint Software	SWAGIT PRODUCTIONS, LLC	Video Streaming Services: Dec 2018	12106	12/31/2018	645.00	01/18/2019
Total 100515111247:					645.00	
100515111265						
100-515111-265 Festival/Fireworks/Block Party	HEFTY, JEANNIE	Reimbursement - Ice Festival	123118	12/31/2018	78.96	01/18/2019
100-515111-265 Festival/Fireworks/Block Party	BURLINGTON HIGH SCHOOL	REIMB COOKIE INGREDIENTS-COOKIE WALK	123118	12/31/2018	253.15	01/18/2019
Total 100515111265:					332.11	
100515121162						
100-515121-162 MUNI COURT-EAP SERVICE	AURORA EAP	AURORA EAP COURT CLERK	19141	01/01/2019	9.40	01/18/2019
Total 100515121162:					9.40	
100515121294						
100-515121-294 MUNI COURT - JAIL COSTS	RACINE CO SHERIFF DEPT.	Ra Co Sheriff's board & lodging 4th qtr 2018	1762	12/31/2018	1,120.00	01/18/2019
Total 100515121294:					1,120.00	
100515132153						
100-515132-153 ADMIN - EBC	EMPLOYEE BENEFITS CORPO	EBC ADMINISTRATION	2414849	01/15/2019	8.34	01/18/2019
Total 100515132153:					8.34	
100515132162						
100-515132-162 ADMIN - EAP SERVICE	AURORA EAP	AURORA EAP COUNCIL	19141	01/01/2019	141.00	01/18/2019
Total 100515132162:					141.00	
100515132220						
100-515132-220 ADMIN - UTILITIES	BURLINGTON WATER DEPT.	4TH QTR2018 WATER UTILITY BILL(split)	2018 4TH QTR	01/17/2019	53.89	01/18/2019
Total 100515132220:					53.89	
100515132298						
100-515132-298 ADMIN - CONTRACT SERVI	E-vergent.com, LLC	BUS WIRELESS MONTHLY ACCT 1610	B1610-104	01/07/2019	300.00	01/18/2019
Total 100515132298:					300.00	
100515140162						
100-515140-162 CLERK - EAP SERVICE	AURORA EAP	AURORA EAP CITY CLERK	19141	01/01/2019	9.40	01/18/2019
Total 100515140162:					9.40	
100515140324						
100-515140-324 CLERK - MEMBERSHIP DU	WMCA	WMCA ANNUAL DUES SOLOFRA	2019PS	01/01/2019	65.00	01/18/2019

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Total 100515140324:					65.00	
100515141162						
100-515141-162 FINANCE - EAP SERVICE	AURORA EAP	AURORA EAP FINANCE	19141	01/01/2019	28.20	01/18/2019
Total 100515141162:					28.20	
100515141220						
100-515141-220 FINANCE - UTILITY SERVIC	BURLINGTON WATER DEPT.	4TH QTR 2018 WATER UTILITY BILL(split)	2018 4TH QTR	01/17/2019	53.89	01/18/2019
Total 100515141220:					53.89	
100525211153						
100-525211-153 POLICE - EMP BENEFITS C	EMPLOYEE BENEFITS CORPO	EBC POLICE	2414849	01/15/2019	16.67	01/18/2019
Total 100525211153:					16.67	
100525211160						
100-525211-160 POLICE - WORKERS COMP	UNEMPLOYMENT INSURANCE	UNEMPLOYMENT ACCT NO. 692108-000-2	9334187	12/31/2018	685.84	01/18/2019
Total 100525211160:					685.84	
100525211162						
100-525211-162 POLICE - EAP SERVICE	AURORA EAP	AURORA EAP POLICE	19141	01/01/2019	310.70	01/18/2019
Total 100525211162:					310.70	
100525211211						
100-525211-211 POLICE - PHYSICALS	AURORA HEALTH CARE	Acct #600003827 Holtz, Dieter	169647643	12/14/2018	296.00	01/18/2019
100-525211-211 POLICE - PHYSICALS	AURORA HEALTH CARE	Acct #600003827 Wolke, Steven M	169661599	12/14/2018	296.00	01/18/2019
Total 100525211211:					592.00	
100525211220						
100-525211-220 POLICE - UTILITY SERVICE	BURLINGTON WATER DEPT.	4TH QTR 2018 WATER UTILITY BILL(split)	2018 4TH QTR	01/17/2019	640.90	01/18/2019
Total 100525211220:					640.90	
100525211244						
100-525211-244 POLICE - REPAIR & MAINT	AMAZON CAPITAL SERVICES, I	Z-FOLDED GAUZE	1L79-KP3Q-X9L9	12/28/2018	315.36	01/18/2019
Total 100525211244:					315.36	
100525211248						
100-525211-248 POLICE - REP & MAINT BUIL	JOHNSON CONTROLS	Service call - Simplex 2001 System	85051732	07/31/2018	184.30	01/18/2019
Total 100525211248:					184.30	
100525211381						
100-525211-381 POLICE - INVESTIGATIONS	LANGUAGE LINE SERVICES, IN	OVER-THE -PHONE INTERPRETATION	4479249	12/31/2018	18.14	01/18/2019
100-525211-381 POLICE - INVESTIGATIONS	TRANS UNION LLC	TRANS UNION LLC POLICE	12810113	12/27/2018	2.85	01/18/2019
Total 100525211381:					20.99	
100525220162						
100-525220-162 FIRE - EAP SERVICE	AURORA EAP	AURORA EAP FIRE DEPT	19141	01/01/2019	56.40	01/18/2019

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Total 100525220162:					56.40	
100525220220						
100-525220-220	FIRE - UTILITY SERVICES	BURLINGTON WATER DEPT.	4TH QTR 2018 WATER UTILITY BILL(split)	2018 4TH QTR	01/17/2019	656.41 01/18/2019
100-525220-220	FIRE - UTILITY SERVICES	TIME WARNER CABLE	Acct # 079780001	79780001010119	01/01/2019	120.84 01/18/2019
Total 100525220220:					777.25	
100525220248						
100-525220-248	FIRE - REPAIR MAINT BLDG	AUTUMN SUPPLY	Autumn Supply -Towels	12561	01/11/2019	74.51 01/18/2019
Total 100525220248:					74.51	
100525231330						
100-525231-330	BLDG INSP - TRAVEL	BIASEW	G Guidry Building Inspector Nov Training	TRAINING FEB 201	01/17/2019	100.00 01/18/2019
Total 100525231330:					100.00	
100535321157						
100-535321-157	Inservice Training	UNIVERSITY OF WISCONSIN-E	UNIVERSITY OF WI - Traffic Engineering	481107	01/07/2019	332.00 01/18/2019
Total 100535321157:					332.00	
100535321162						
100-535321-162	STREETS - EAP SERVICE	AURORA EAP	AURORA EAP STREETS	19141	01/01/2019	84.60 01/18/2019
Total 100535321162:					84.60	
100535321220						
100-535321-220	STREETS - UTILITIES	BURLINGTON WATER DEPT.	4TH QTR 2018 WATER UTILITY BILL(split)	2018 4TH QTR	01/17/2019	860.34 01/18/2019
Total 100535321220:					860.34	
100535321261						
100-535321-261	STREETS - LIGHTING	WE ENERGIES	4432-157-647	4432157647DEC18	12/28/2018	18,512.84 01/18/2019
100-535321-261	STREETS - LIGHTING	WE ENERGIES	5459-100-732	5459100732DEC18	12/27/2018	373.33 01/18/2019
100-535321-261	STREETS - LIGHTING	WE ENERGIES	5644-617-733	5644617733DEC18	12/26/2018	164.75 01/18/2019
100-535321-261	STREETS - LIGHTING	WE ENERGIES	6893-002-943	6893002943DEC18	12/20/2018	16.80 01/18/2019
100-535321-261	STREETS - LIGHTING	WE ENERGIES	7245-068-041	7245068041DEC18	12/27/2018	237.81 01/18/2019
100-535321-261	STREETS - LIGHTING	WE ENERGIES	7467-500-426	7467500426DEC18	12/27/2018	250.79 01/18/2019
100-535321-261	STREETS - LIGHTING	WE ENERGIES	8499-073-119	8499073119DEC18	12/27/2018	230.90 01/18/2019
Total 100535321261:					19,787.22	
100535321354						
100-535321-354	STREETS-PARKNG STRUC	BURLINGTON WATER DEPT.	4TH QTR 2018 WATER UTILITY BILL(split)	2018 4TH QTR	01/17/2019	180.00 01/18/2019
100-535321-354	STREETS-PARKNG STRUC	WE ENERGIES	7082-958-528	7082958528DEC18	12/27/2018	597.78 01/18/2019
Total 100535321354:					777.78	
100555514399						
100-555514-399	Senior Citizens Donation City	BURLINGTON WATER DEPT.	4TH QTR 2018 WATER UTILITY BILL(split)	2018 4TH QTR	01/17/2019	118.12 01/18/2019
Total 100555514399:					118.12	
100555532350						
100-555532-350	POOL	BURLINGTON WATER DEPT.	4TH QTR 2018 WATER UTILITY BILL(split)	2018 4TH QTR	01/17/2019	610.79 01/18/2019

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Total 100555532350:					610.79	
10055551162						
100-555551-162 PARKS - EAP SERVICE	AURORA EAP	AURORA EAP PARKS	19141	01/01/2019	28.20	01/18/2019
Total 10055551162:					28.20	
10055551220						
100-555551-220 PARKS - UTILITIES	BURLINGTON WATER DEPT.	4TH QTR 2018 WATER UTILITY BILL(split)	2018 4TH QTR	01/17/2019	4,373.24	01/18/2019
100-555551-220 PARKS - UTILITIES	WE ENERGIES	0635-112-551	0635112551DEC18	01/06/2019	26.81	01/18/2019
100-555551-220 PARKS - UTILITIES	WE ENERGIES	1269-762-568	1269762568DEC18	12/26/2018	38.70	01/18/2019
100-555551-220 PARKS - UTILITIES	WE ENERGIES	2428-946-714	2428946714DEC18	12/26/2018	703.17	01/18/2019
100-555551-220 PARKS - UTILITIES	WE ENERGIES	3243-370-777	3243370777DEC18	12/28/2018	17.07	01/18/2019
100-555551-220 PARKS - UTILITIES	WE ENERGIES	3698-542-543	3698542543DEC18	12/27/2018	23.18	01/18/2019
100-555551-220 PARKS - UTILITIES	WE ENERGIES	3832-053-838	3832053838DEC18	01/09/2019	20.04	01/18/2019
100-555551-220 PARKS - UTILITIES	WE ENERGIES	6895-338-188	6895338188DEC18	12/27/2018	147.20	01/18/2019
100-555551-220 PARKS - UTILITIES	WE ENERGIES	8893-353-410	8893353410DEC18	12/31/2018	24.01	01/18/2019
100-555551-220 PARKS - UTILITIES	WE ENERGIES	9274-302-992	9274302992DEC18	12/31/2018	18.96	01/18/2019
Total 10055551220:					5,392.38	
100565639399						
100-565639-399 ECONOMIC DEVELOPMENT	BURLINGTON AREA CHAMBER	4th qtr 2018 Room Tax	2018 4TH QT ROO	12/31/2018	10,707.55	01/18/2019
100-565639-399 ECONOMIC DEVELOPMENT	RA CO CONVENTION & VISTOR	4th qtr 2018 Room Tax	4TH QTR 2018	12/31/2018	10,707.55	01/18/2019
Total 100565639399:					21,415.10	
251555511153						
251-555511-153 EMPLOYEE BENEFITS	EMPLOYEE BENEFITS CORPO	EBC LIBRARY	2414849	01/15/2019	8.33	01/18/2019
Total 251555511153:					8.33	
251555511162						
251-555511-162 EAP SERVICE	AURORA EAP	AURORA EAP LIBRARY	19141	01/01/2019	197.40	01/18/2019
Total 251555511162:					197.40	
25155551220						
251-555511-220 UILITIES	BURLINGTON WATER DEPT.	4TH QTR 2018 WATER UTILITY BILL(split)	2018 4TH QTR	01/17/2019	213.00	01/18/2019
Total 25155551220:					213.00	
25155551247						
251-555511-247 REPAIR,MAINTENANCE BUI	RUNDLE-SPENCE	Customer #10130: Faucet/Connector-Lib	S2727229.001	01/08/2019	84.51	01/18/2019
Total 25155551247:					84.51	
621575740153						
621-575740-153 EMPLOYEE BENEFITS	EMPLOYEE BENEFITS CORPO	EBC WWTP	2414849	01/15/2019	8.33	01/18/2019
Total 621575740153:					8.33	
621575740162						
621-575740-162 EAP SERVICE	AURORA EAP	AURORA EAP WWTP	19141	01/01/2019	84.60	01/18/2019
Total 621575740162:					84.60	

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621575740220						
621-575740-220 WWTP-ELECTRIC	WE ENERGIES	8635-875-051	8635875051DEC18	12/31/2018	55.00	01/18/2019
Total 621575740220:					55.00	
621575740221						
621-575740-221 WATER	BURLINGTON WATER DEPT.	4TH QTR 2018 WATER UTILITY BILL(split)	2018 4TH QTR	01/17/2019	7,138.48	01/18/2019
Total 621575740221:					7,138.48	
622509210000						
622-509210-000 OFFICE SUPPLY	TIME WARNER CABLE	Time Warner WWTP Acct # 715297601	715297601010819	01/08/2019	101.42	01/18/2019
Total 622509210000:					101.42	
622509260153						
622-509260-153 EMPLOYEE BENEFITS	EMPLOYEE BENEFITS CORPO	EBC WATER	2414849	01/15/2019	8.33	01/18/2019
Total 622509260153:					8.33	
622509260162						
622-509260-162 EAP SERVICE	AURORA EAP	AURORA EAP WATER	19141	01/01/2019	37.60	01/18/2019
Total 622509260162:					37.60	
622509330000						
622-509330-000 TRANSPORTATION-SUPPLI	K&M WELDING AND FABRICATI	V#21 T-HANDLE LATCHES	1698	11/19/2018	561.00	01/18/2019
Total 622509330000:					561.00	
822555551800						
822-555551-800 DeRozier Fund Expenses	BEST SPECIALTIES	Senior Center-Grab Bar	57922	08/08/2018	115.00	01/18/2019
Total 822555551800:					115.00	
864212001						
864-212001 REFUNDS PAYABLE	HARTZELL, HENRY & CATHERI	PROPERTY TAX REFUND 2018	154776	01/14/2019	247.13	01/18/2019
864-212001 REFUNDS PAYABLE	WIEMER, CRAIG E	Property Tax Refund 2018	154702	01/14/2019	313.74	01/18/2019
864-212001 REFUNDS PAYABLE	Davel, Geoffrey S.	Property Tax Refund 2018	153904	01/11/2019	108.56	01/18/2019
864-212001 REFUNDS PAYABLE	BYRNES, SCOTT	PROPERTY TAX REFUND 2019	155289	01/15/2019	298.09	01/18/2019
864-212001 REFUNDS PAYABLE	ZOOK, BRIAN W	PROPERTY TAX REFUND 2018	154133	01/11/2019	185.35	01/18/2019
864-212001 REFUNDS PAYABLE	JAMES BUNKER	PROPERTY TAX REFUND 2018	153685	01/10/2019	394.57	01/18/2019
864-212001 REFUNDS PAYABLE	HERNANDEZ, RAUL	PROPERTY TAX REFUND 2018	154730	01/14/2019	57.16	01/18/2019
864-212001 REFUNDS PAYABLE	PUFFER, BENJAMIN & JESSICA	PROPERTY TAX REFUND 2018	152404	01/18/2019	532.01	01/18/2019
Total 864212001:					2,136.61	
Grand Totals:					69,269.69	

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GL Account and Title	Vendor Name	Description	Invoice Number	Invoice Date	Net Invoice Amount	Date Paid
100454511000						
100-454511-000 CLERKS REVENUE	VFIS, INC.	VFIS - BURLINGTON RESCUE SQUAD	2018 BRS	01/25/2019	695.00	01/25/2019
100-454511-000 CLERKS REVENUE	MASS MUTUAL	Burlington Rescue Squad	2018 BRS	01/25/2019	4,000.00	01/25/2019
Total 100454511000:					4,695.00	
100515111265						
100-515111-265 Festival/Fireworks/Block Party	TRI-COUNTY FIRE & RESCUE A	AUTUMN FEST	011819	01/18/2019	298.00	01/25/2019
Total 100515111265:					298.00	
100515121310						
100-515121-310 MUNI COURT - OFFICE SUP	STAPLES BUSINESS ADVANTA	STAPLES MUNICIPAL COURT SUPPLIES	8052774814	01/05/2019	31.34	01/25/2019
Total 100515121310:					31.34	
100515132225						
100-515132-225 ADMIN - TELEPHONE	AT & T LONG DISTANCE	AT & T LONG DISTANCE ADMIN	829440291-01/19	01/04/2019	15.68	01/25/2019
100-515132-225 ADMIN - TELEPHONE	AT & T	262 763-3747 163 6 (split)	262763347401	01/04/2019	23.31	01/25/2019
Total 100515132225:					38.99	
100515132241						
100-515132-241 ADMIN - REP & MAINT IT	DIGICORP	Email Filtering-(split)	326676	01/21/2019	30.75	01/25/2019
Total 100515132241:					30.75	
100515132310						
100-515132-310 ADMIN - OFF SUPP-POSTA	Office Copying Equipment, LTD	Sharp MX-5070N	AR74296	12/31/2018	137.58	01/25/2019
100-515132-310 ADMIN - OFF SUPP-POSTA	STAPLES BUSINESS ADVANTA	STAPLES ADMIN OFFICE SUPPLIES	8052774814	01/05/2019	74.84	01/25/2019
Total 100515132310:					212.42	
100515141225						
100-515141-225 FINANCE - TELEPHONE	AT & T	262 763-3747 163 6 (split)	262763347401	01/04/2019	23.31	01/25/2019
Total 100515141225:					23.31	
100515141241						
100-515141-241 FINANCE - REP & MAINT IT	DIGICORP	Email Filtering-(split)	326676	01/21/2019	30.75	01/25/2019
Total 100515141241:					30.75	
100515141298						
100-515141-298 FINANCE - CONTRACT SER	RACINE COUNTY	Mailing/Postage/Inserting	18-COB-TB	01/21/2019	2,031.50	01/25/2019
Total 100515141298:					2,031.50	
100515141310						
100-515141-310 FINANCE - OFFICE SUPP/P	Office Copying Equipment, LTD	Sharp MX-500IN Digital Color Imager (split)	AR74296	12/31/2018	64.59	01/25/2019
100-515141-310 FINANCE - OFFICE SUPP/P	STAPLES BUSINESS ADVANTA	STAPLES CITY FINANCE SUPPLIES	8052774814	01/05/2019	25.19	01/25/2019
Total 100515141310:					89.78	
100515141330						
100-515141-330 FINANCE - TRAVEL	DEQUAKER, STEVE	Reimbursement-Meals	010319	01/22/2019	72.00	01/25/2019
Total 100515141330:					72.00	

GL Account and Title	Vendor Name	Description	Invoice Number	Invoice Date	Net Invoice Amount	Date Paid
100515181310						
100-515181-310 HR-Office Supplies/Postage	Office Copying Equipment, LTD	Sharp MX-500IN Digital Color Imager (split)	AR74296	12/31/2018	64.58	01/25/2019
Total 100515181310:					64.58	
100525211225						
100-525211-225 POLICE - TELEPHONE	AT & T	262 763-3747 163 6 (split)	262763347401	01/04/2019	116.59	01/25/2019
Total 100525211225:					116.59	
100525211241						
100-525211-241 POLICE - REP & MAINT IT	DIGICORP	Email Filtering-(split)	326676	01/21/2019	30.75	01/25/2019
Total 100525211241:					30.75	
100525211310						
100-525211-310 POLICE - OFF SUPP-POSTA	STAPLES BUSINESS ADVANTA	STAPLES POLICE DEPT	8052774814	01/05/2019	67.34	01/25/2019
Total 100525211310:					67.34	
100525211381						
100-525211-381 POLICE - INVESTIGATIONS	ACL LABORATORIES	ACL LAB 30002225-X661 POLICE DEPT	X661-201812-0	12/31/2018	13.80	01/25/2019
Total 100525211381:					13.80	
100525211533						
100-525211-533 POLICE - COPY MACHINE R	JAMES IMAGING SYSTEMS, IN	TOSHIBA- 4555C	24021522	01/07/2019	298.40	01/25/2019
Total 100525211533:					298.40	
100525220225						
100-525220-225 FIRE - TELEPHONE	AT & T LONG DISTANCE	AT & T LONG DISTANCE FIRE	829440291-01/19	01/04/2019	43.87	01/25/2019
100-525220-225 FIRE - TELEPHONE	AT & T	262 763-3747 163 6 (split)	262763347401	01/04/2019	93.27	01/25/2019
Total 100525220225:					137.14	
100525220244						
100-525220-244 FIRE - REPAIR MAINT EQUI	BAYCOM INC	spare battery	EQUIPINV_018067	01/08/2019	273.60	01/25/2019
Total 100525220244:					273.60	
100525220246						
100-525220-246 FIRE - REPAIR MAINT OFFI	DIGICORP	HP Desktop-Fire Dept	326500	01/03/2019	1,242.00	01/25/2019
Total 100525220246:					1,242.00	
100525220310						
100-525220-310 FIRE - OFFICE SUPPLIES	STAPLES BUSINESS ADVANTA	STAPLES FIRE DEPT SUPPLIES	8052774814	01/05/2019	208.63	01/25/2019
Total 100525220310:					208.63	
100535321225						
100-535321-225 STREETS - TELEPHONE	AT & T	262 763-3747 163 6 (split)	262763347401	01/04/2019	46.63	01/25/2019
Total 100535321225:					46.63	
100535321242						
100-535321-242 STREETS - REP MAINT VE	LOIS TIRE SHOP,INC.	2018 Co Co (split)	431862	12/26/2018	114.25	01/25/2019

GL Account and Title	Vendor Name	Description	Invoice Number	Invoice Date	Net Invoice Amount	Date Paid
Total 100535321242:					114.25	
100535321298						
100-535321-298	STREETS - CONTRACT SER	ASDA ENTERPRISES INC	Seasonal Collection	41462	12/26/2018	520.00 01/25/2019
100-535321-298	STREETS - CONTRACT SER	TRAFFIC ANALYSIS & DESIGN,	Burlington Rail Crossing Improvements	12116	12/31/2018	1,274.00 01/25/2019
Total 100535321298:					1,794.00	
100535321310						
100-535321-310	STREETS - OFF SUPP/POS	TIME WARNER CABLE	Acct # 079820101 (split)	079820101010119	01/01/2019	30.21 01/25/2019
Total 100535321310:					30.21	
100535321324						
100-535321-324	STREETS - MEMBERSHIP D	LEAGUE OF WIS. MUNICIPALITI	LEAGUE OF WI MUNICIPALITIES DUES-RIGGS	2019/RIGGS DUES	01/01/2019	400.00 01/25/2019
Total 100535321324:					400.00	
100535321350						
100-535321-350	STREETS - REP MAINT SUP	RUNDLE-SPENCE	Faucet Parts-Bathroom DPW	S2727374.001	01/09/2019	49.43 01/25/2019
Total 100535321350:					49.43	
100555551220						
100-555551-220	PARKS - UTILITIES	WE ENERGIES	6682-248-573	6682248573DEC18	12/28/2018	341.02 01/25/2019
Total 100555551220:					341.02	
100555551242						
100-555551-242	PARKS - REPAIR MAINT VE	LOIS TIRE SHOP,INC.	2018 Co Co (split)	431862	12/26/2018	114.25 01/25/2019
Total 100555551242:					114.25	
100555551298						
100-555551-298	PARKS - OUTSIDE SERVICE	PATS SERVICES, INC	PATS SANITARY RENTAL ECHO PARK	A-172438	01/07/2019	100.00 01/25/2019
100-555551-298	PARKS - OUTSIDE SERVICE	PATS SERVICES, INC	PATS SANITARY DOG PARK TOILET RENTAL	A-172446	01/17/2019	90.00 01/25/2019
Total 100555551298:					190.00	
100555551310						
100-555551-310	PARKS - OFFICE SUPP, PO	TIME WARNER CABLE	Acct # 079820101 (split)	079820101010119	01/01/2019	30.21 01/25/2019
Total 100555551310:					30.21	
100555551350						
100-555551-350	PARKS - REPAIR/MTCE SUP	BURLINGTON LUMBER CO.	BULRINGTON LUMBER DPW	93390	12/20/2018	23.56 01/25/2019
100-555551-350	PARKS - REPAIR/MTCE SUP	RUNDLE-SPENCE	Faucet Parts-Bathroom DPW	S2727374.001	01/09/2019	49.42 01/25/2019
Total 100555551350:					72.98	
100575710297						
100-575710-297	GARBAGE- CONTRACT SVC	JOHNS DISPOSAL SERVICE IN	CONTRACTED BILLING/RECYCLE	242305	12/26/2018	8,587.92 01/25/2019
100-575710-297	GARBAGE- CONTRACT SVC	JOHNS DISPOSAL SERVICE IN	CONTRACTED BILLING/RECYCLE	243019	12/31/2018	126.19 01/25/2019
Total 100575710297:					8,714.11	
100575710298						
100-575710-298	GARBAGE - CONTRACT SV	JOHNS DISPOSAL SERVICE IN	CONTRACTED BILLING/GARBAGE	242305	12/26/2018	30,708.32 01/25/2019

GL Account and Title	Vendor Name	Description	Invoice Number	Invoice Date	Net Invoice Amount	Date Paid
100-575710-298 GARBAGE - CONTRACT SV	JOHNS DISPOSAL SERVICE IN	CONTRACTED BILLING/GARBAGE	243019	12/31/2018	371.00	01/25/2019
Total 100575710298:					31,079.32	
251555511247						
251-555511-247 REPAIR,MAINTENANCE BUI	DONERITE JANITORIAL SERV I	Library Janitorial Service	3299	01/16/2019	1,300.00	01/25/2019
Total 251555511247:					1,300.00	
251555511327						
251-555511-327 MATERIALS	MATHESON MEMORIAL LIBRAR	REIMBURSE-LOST BOOK	011719	01/17/2019	21.00	01/25/2019
Total 251555511327:					21.00	
453565616823						
453-565616-823 2017 Pool Construction Proje	RUNDLE-SPENCE	Heater Parts-Pool	S2717161.001	01/08/2019	1,145.25	01/25/2019
453-565616-823 2017 Pool Construction Proje	RUNDLE-SPENCE	Heater Parts-Pool	S2727890.001	01/09/2019	55.73	01/25/2019
453-565616-823 2017 Pool Construction Proje	MENARDS	Supplies-Pool	78732	11/20/2018	240.92	01/25/2019
453-565616-823 2017 Pool Construction Proje	NEUMAN POOLS INC	Pool Repairs	90169-IN	09/06/2018	301.11	01/25/2019
Total 453565616823:					1,743.01	
453565616830						
453-565616-830 Disaster Expenditure	AT & T	287278196495	287278196495X011	01/05/2019	441.09	01/25/2019
Total 453565616830:					441.09	
465525211805						
465-525211-805 POLICE CAPITAL OUTLAY V	MILLER MOTOR SALES, INC.	3 NEW PATROL VEHICLES-SUVs	012319	01/23/2019	84,261.50	01/25/2019
Total 465525211805:					84,261.50	
621575740220						
621-575740-220 WWTP-ELECTRIC	WE ENERGIES	7672-906-685	7672906685DEC18	01/14/2019	424.54	01/25/2019
621-575740-220 WWTP-ELECTRIC	WE ENERGIES	8098-971-449	8098971449DEC18	01/15/2019	44.16	01/25/2019
Total 621575740220:					468.70	
621575740225						
621-575740-225 TELEPHONE	TDS	TDS WWTP 262-539-3646	262-539-3646 01/19	01/19/2019	197.91	01/25/2019
621-575740-225 TELEPHONE	TIME WARNER CABLE	Acct # 079820101 (split)	079820101010119	01/01/2019	30.21	01/25/2019
621-575740-225 TELEPHONE	TIME WARNER CABLE	Time Warner WWTP Acct # 702658601	702658601011219	01/12/2019	124.94	01/25/2019
621-575740-225 TELEPHONE	VERIZON WIRELESS	SCADA WWTP Acct # 242013605-00001	9821925997	01/10/2019	28.20	01/25/2019
Total 621575740225:					381.26	
621575740241						
621-575740-241 REPAIRS & MAINT IT	DIGICORP	Email Filtering-(split)	326676	01/21/2019	15.38	01/25/2019
Total 621575740241:					15.38	
621575740244						
621-575740-244 REPAIRS,MAINT EQUIPMEN	RUNDLE-SPENCE	Customer #10130: Parts	S2726708.001	01/04/2019	83.31	01/25/2019
621-575740-244 REPAIRS,MAINT EQUIPMEN	RUNDLE-SPENCE	Plumbing parts for Pumps	S2727480.001	01/08/2019	648.05	01/25/2019
621-575740-244 REPAIRS,MAINT EQUIPMEN	AMAZON.COM/GE MONEY	60457 8781 045088 8	045088 01/19	01/10/2019	249.95	01/25/2019
Total 621575740244:					981.31	

GL Account and Title	Vendor Name	Description	Invoice Number	Invoice Date	Net Invoice Amount	Date Paid
621575740249						
621-575740-249 LABORATORY	CULLIGAN OF BURLINGTON	Acct. No. 500-08487456-8	2019JANWWTP	12/31/2018	42.25	01/25/2019
621-575740-249 LABORATORY	CULLIGAN OF BURLINGTON	Acct. No. 500-08487456-8	213519	01/03/2019	360.00	01/25/2019
Total 621575740249:					402.25	
621575740298						
621-575740-298 CONTRACT SERVICE	JOHNSON CONTROLS	Annual Billing Fire Alarm Monitoring	20702387	01/01/2019	590.86	01/25/2019
Total 621575740298:					590.86	
621575740310						
621-575740-310 OFFICE SUPPLIES, POSTA	PETTY CASH WWTP	PETTY CASH WWTP POST OFFICE	2019JAN	01/01/2019	53.10	01/25/2019
621-575740-310 OFFICE SUPPLIES, POSTA	STAPLES BUSINESS ADVANTA	STAPLES WWTP OFFICE SUPPLIES	8052774814	01/05/2019	11.08	01/25/2019
Total 621575740310:					64.18	
621575740330						
621-575740-330 SEWER - INSRVC TRNG & T	WI DNR-OPERATOR CERTIFICA	WI DNR - Application Medrow, Jessie	011519 JM	01/17/2019	100.00	01/25/2019
Total 621575740330:					100.00	
622506320000						
622-506320-000 OPERATION SUPLIES, EXP	AMAZON.COM/GE MONEY	60457 8781 046912 8 (split)	046912 01/19	01/10/2019	44.95	01/25/2019
622-506320-000 OPERATION SUPLIES, EXP	AMAZON.COM/GE MONEY	60457 8781 046912 8 (split)	046912 01/19	01/10/2019	14.98	01/25/2019
Total 622506320000:					59.93	
622509210000						
622-509210-000 OFFICE SUPPLY	TIME WARNER CABLE	Acct # 079820101 (split)	079820101010119	01/01/2019	30.21	01/25/2019
622-509210-000 OFFICE SUPPLY	AT & T	262 763-3747 163 6 (split)	262763347401	01/04/2019	46.62	01/25/2019
622-509210-000 OFFICE SUPPLY	STAPLES BUSINESS ADVANTA	STAPLES OFFICE SUPPLIES	8052774814	01/05/2019	82.65	01/25/2019
Total 622509210000:					159.48	
622509230000						
622-509230-000 OUTSIDE SERVICES	DIGICORP	Email Filtering-(split)	326676	01/21/2019	15.37	01/25/2019
Total 622509230000:					15.37	
623575740220						
623-575740-220 ELECTRIC	WE ENERGIES	3243-871-135	3243871135DEC18	01/13/2019	136.89	01/25/2019
623-575740-220 ELECTRIC	WE ENERGIES	4066-688-457	4066688457DEC18	01/13/2019	261.31	01/25/2019
623-575740-220 ELECTRIC	WE ENERGIES	4619-277-006	4619277006DEC18	01/14/2019	556.40	01/25/2019
623-575740-220 ELECTRIC	WE ENERGIES	6069-094-440	6069094440DEC18	01/14/2019	310.99	01/25/2019
623-575740-220 ELECTRIC	WE ENERGIES	6280-861-972	6280861972DEC18	01/14/2019	22.82	01/25/2019
623-575740-220 ELECTRIC	WE ENERGIES	6831-002-581	6831002581DEC18	01/13/2019	70.40	01/25/2019
623-575740-220 ELECTRIC	WE ENERGIES	7460-654-921	7460654921DEC18	01/14/2019	73.34	01/25/2019
623-575740-220 ELECTRIC	WE ENERGIES	8460-785-002	8460785002DEC18	01/14/2019	38.82	01/25/2019
Total 623575740220:					1,470.97	
623575740225						
623-575740-225 TELEPHONE	AT & T	262 763-3747 163 6 (split)	262763347401	01/04/2019	69.95	01/25/2019
Total 623575740225:					69.95	
864212001						
864-212001 REFUNDS PAYABLE	BOGUSZ, NADINE A.	PROPERTY TAX REFUND 2018	156593	01/18/2019	288.39	01/25/2019

GL Account and Title	Vendor Name	Description	Invoice Number	Invoice Date	Net Invoice Amount	Date Paid
864-212001 REFUNDS PAYABLE	SCHVETZ, NANCY L	Property Tax Refund 2018	157991	01/23/2019	432.27	01/25/2019
864-212001 REFUNDS PAYABLE	SCHVETZ, NANCY L	Property Tax Refund 2018	157996	01/23/2019	460.31	01/25/2019
864-212001 REFUNDS PAYABLE	SCHVETZ, NANCY L	Property Tax Refund 2018	157998	01/23/2019	422.73	01/25/2019
864-212001 REFUNDS PAYABLE	REETZ, DANIEL & ELIZABETH	Property Tax Refund 2018	156182	01/17/2019	207.14	01/25/2019
864-212001 REFUNDS PAYABLE	ROBERS, STACY	Property Tax Refund 2018	157741	01/23/2019	56.63	01/25/2019
864-212001 REFUNDS PAYABLE	KUEPPER, VINCE	PROPERTY TAX REFUND 2018	157880	01/23/2019	254.54	01/25/2019
864-212001 REFUNDS PAYABLE	KEMPKEN REAL ESTATE GROU	PROPERTY TAX REFUND 2018	155829	01/17/2019	88.37	01/25/2019
864-212001 REFUNDS PAYABLE	MCCORMICK, DENA M & KEVIN	PROPERTY TAX REFUND 2018	156313	01/18/2019	363.91	01/25/2019
864-212001 REFUNDS PAYABLE	PITNEY BOWES GLOBAL FINAN	PROPERTY TAX REFUND 2018	157094	01/22/2019	240.47	01/25/2019
864-212001 REFUNDS PAYABLE	BURINGTON REHAB & CARE	PROPERTY TAX REFUND 2018	157185	01/22/2019	28.03	01/25/2019
864-212001 REFUNDS PAYABLE	SIERASKI, DAVID JR & UMNUS	PROPERTY TAX REFUND 2018	157263	01/22/2019	222.10	01/25/2019
Total 864212001:					<u>3,064.89</u>	
Grand Totals:					<u><u>148,594.21</u></u>	

Dated: _____

Motion for Approval by: _____

Motion Seconded by: _____

GL Account and Title	Vendor Name	Description	Invoice Number	Invoice Date	Net Invoice Amount	Date Paid
10051511265						
100-515111-265 Festival/Fireworks/Block Party	REINEMANS, INC.	Glitter Spray-Wreats	154419	11/14/2018	6.56	
100-515111-265 Festival/Fireworks/Block Party	BURLINGTON GLASS, INC.	Awards-Ice Festival	175190	12/12/2018	100.00	
Total 10051511265:					106.56	
100515121157						
100-515121-157 MUNI COURT - TRAINING	WISCONSIN SUPREME COURT	Continuing Judicial Education	51-0206 2019	01/08/2019	700.00	
Total 100515121157:					700.00	
100515121248						
100-515121-248 MUNI COURT - REP & MAIN	DONERITE JANITORIAL SERVI	City Hall Split Muni Court	3298	01/16/2019	45.00	
Total 100515121248:					45.00	
100515131310						
100-515131-310 MAYOR-OFFICE SUPPLIES-	BURLINGTON GLASS, INC.	Plaque	175491	01/16/2019	75.00	
Total 100515131310:					75.00	
100515132248						
100-515132-248 REPAIRS & MAINT BUILDIN	DONERITE JANITORIAL SERVI	City Hall Split Admin	3298	01/16/2019	270.00	
Total 100515132248:					270.00	
100515132310						
100-515132-310 ADMIN - OFF SUPP-POSTA	ALSCO	ALSCO DPW (split) Customer # 074780	IMIL1404676	01/09/2019	2.97	
100-515132-310 ADMIN - OFF SUPP-POSTA	ALSCO	ALSCO DPW (split) Customer # 074780	IMIL1407118	01/16/2019	2.97	
100-515132-310 ADMIN - OFF SUPP-POSTA	ALSCO	ALSCO DPW (split) Customer # 074780	IMIL1409473	01/23/2019	2.97	
Total 100515132310:					8.91	
100515132399						
100-515132-399 ADMIN - SUNDRY EXPENSE	RICHTER'S MARKETPLACE	Richter's Marketplace - #1083 City Hall	012919CH	01/29/2019	5.85	
Total 100515132399:					5.85	
100515140248						
100-515140-248 CLERK-REPAIRS & MAINT B	DONERITE JANITORIAL SERVI	City Hall Split Clerk	3298	01/16/2019	45.00	
Total 100515140248:					45.00	
100515141248						
100-515141-248 FINANCE - REP AND MAINT	DONERITE JANITORIAL SERVI	City Hall Split Finance	3298	01/16/2019	270.00	
Total 100515141248:					270.00	
100525211239						
100-525211-239 POLICE - EQUIPMENT NON	VIEVU	LE5 - Body Worn Video Camera	31776	12/28/2018	318.00	
Total 100525211239:					318.00	
100525211242						
100-525211-242 POLICE - REPAIR/MTCE EQ	BUMPER TO BUMPER BURLING	BATTERY	I-354737	01/24/2019	379.98	
100-525211-242 POLICE - REPAIR/MTCE EQ	WISCO AUTOMOTIVE	V #904 MAINTENANCE SUPPLIES	1030	01/07/2019	456.05	
100-525211-242 POLICE - REPAIR/MTCE EQ	WISCO AUTOMOTIVE	V #903 MAINTENANCE SUPPLIES	1041	01/08/2019	42.00	

GL Account and Title	Vendor Name	Description	Invoice Number	Invoice Date	Net Invoice Amount	Date Paid
Total 100525211242:					878.03	
100525211248						
100-525211-248	POLICE - REP & MAINT BUIL HALVERSON DOOR LLC.	Commercial Service Call	6309	01/10/2019	193.50	
Total 100525211248:					193.50	
100525211299						
100-525211-299	POLICE - SUNDRY CONTRA WI DEPT OF JUSTICE	MUNI000090 - Services 01/01/19-03/31/19	455TIME-00000058	01/10/2019	390.00	
100-525211-299	POLICE - SUNDRY CONTRA DONERITE JANITORIAL SERV I	DONERITE BILLING POLICE	3300	01/16/2019	675.00	
Total 100525211299:					1,065.00	
100525211310						
100-525211-310	POLICE - OFF SUPP-POSTA REINEMANS, INC.	Supplies-Police Dept	156403	12/21/2018	17.99	
100-525211-310	POLICE - OFF SUPP-POSTA REINEMANS, INC.	Supplies-Police Dept	157263	01/14/2019	8.37	
100-525211-310	POLICE - OFF SUPP-POSTA REINEMANS, INC.	Supplies-Police Dept	157419	01/17/2019	10.89	
100-525211-310	POLICE - OFF SUPP-POSTA ZAREK INSURANCE, INC.	Renewal - Notary Bond Krusemark	7934	01/04/2019	40.00	
100-525211-310	POLICE - OFF SUPP-POSTA RICHTER'S MARKETPLACE	Richter's Marketplace - Police Dept	010719PD	01/07/2019	18.98	
100-525211-310	POLICE - OFF SUPP-POSTA RICHTER'S MARKETPLACE	Richter's Marketplace - Police Dept	010919PD	01/09/2019	5.85	
100-525211-310	POLICE - OFF SUPP-POSTA RICHTER'S MARKETPLACE	Richter's Marketplace - Police Dept	011419PD	01/14/2019	5.85	
100-525211-310	POLICE - OFF SUPP-POSTA RICHTER'S MARKETPLACE	Richter's Marketplace - Police Dept	011819PD	01/18/2019	15.34	
100-525211-310	POLICE - OFF SUPP-POSTA RICHTER'S MARKETPLACE	Richter's Marketplace - Police Dept	012519PD	01/25/2019	15.34	
Total 100525211310:					138.61	
100525211330						
100-525211-330	POLICE - TRAVEL FOX VALLEY TECHNICAL COLL	Student Id 300050921 Hayes	MAY2019	01/17/2019	275.00	
Total 100525211330:					275.00	
100525211344						
100-525211-344	POLICE - JANITOR SUPPLIE MENARDS	Supplies-Police Dept	84105	01/24/2019	23.90	
Total 100525211344:					23.90	
100525211347						
100-525211-347	POLICE - FIREARM SUPP/R LAW ENFORCEMENT TARGETS	TARGETS	040499-IN	01/22/2019	375.68	
Total 100525211347:					375.68	
100525211381						
100-525211-381	POLICE - INVESTIGATIONS SIRCHIE FINGER PRINT LAB	Test 05-Duquenois-Levine/10	0379318-IN	01/03/2019	164.40	
Total 100525211381:					164.40	
100525220242						
100-525220-242	FIRE - REPAIR & MAINT VE MOTOR PARTS COMPANY, LLC	941 Wiper Blades	315547	01/22/2019	34.98	
100-525220-242	FIRE - REPAIR & MAINT VE BUMPER TO BUMPER BURLING	Mini Lamp	I-354139	01/11/2019	10.99	
100-525220-242	FIRE - REPAIR & MAINT VE BUMPER TO BUMPER BURLING	Valve Cap	I-354420	01/17/2019	6.50	
100-525220-242	FIRE - REPAIR & MAINT VE ACCELERATED AUTO SERVICE	Repairs Unit #941	29025	01/15/2019	264.50	
Total 100525220242:					316.97	
100525220248						
100-525220-248	FIRE - REPAIR MAINT BLDG ALSCO	ALSCO - FIRE DEPT CUSTOMER #012470	IMIL1407110	01/16/2019	78.34	
100-525220-248	FIRE - REPAIR MAINT BLDG AUTUMN SUPPLY	bath tissue	12575	01/19/2019	62.21	
100-525220-248	FIRE - REPAIR MAINT BLDG MENARDS	Supplies-Fire Dept	82718	01/07/2019	60.46	

GL Account and Title	Vendor Name	Description	Invoice Number	Invoice Date	Net Invoice Amount	Date Paid
100-525220-248 FIRE - REPAIR MAINT BLDG	MENARDS	Supplies-Fire Dept	83237	01/14/2019	.70	
100-525220-248 FIRE - REPAIR MAINT BLDG	MENARDS	Supplies-Fire Dept	83912*	01/22/2019	16.41	
100-525220-248 FIRE - REPAIR MAINT BLDG	REINEMANS, INC.	supplies-Fire Dept	155662	12/06/2018	30.59	
100-525220-248 FIRE - REPAIR MAINT BLDG	REINEMANS, INC.	supplies-Fire Dept	156794	01/03/2019	45.88	
Total 100525220248:					294.59	
100525220295						
100-525220-295 Medical Service/Supply	EMERGENCY MED. PRODUCTS	gloves/airway/cannula	2043382	01/11/2019	231.00	
Total 100525220295:					231.00	
100525220298						
100-525220-298 FIRE- CONTRACT SERVICE	MALEK & ASSOCIATES CONSU	Plan Review for Menards	5903	01/10/2019	235.00	
Total 100525220298:					235.00	
100525220310						
100-525220-310 FIRE - OFFICE SUPPLIES	REINEMANS, INC.	supplies-Fire Dept	157245	01/14/2019	4.49	
100-525220-310 FIRE - OFFICE SUPPLIES	BURLINGTON GLASS, INC.	Framing	172401	01/14/2019	100.00	
100-525220-310 FIRE - OFFICE SUPPLIES	BURLINGTON GLASS, INC.	Framing	174452	01/14/2019	140.00	
Total 100525220310:					244.49	
100525220389						
100-525220-389 FIRE - PROTECTIVE CLOTH	JEFFERSON FIRE & SAFETY	JEFFERSON FIRE & SAFETY FIRE DEPT	IN102027	01/22/2019	20,808.70	
Total 100525220389:					20,808.70	
100525231248						
100-525231-248 BLDG INSP REP & MAINT B	DONERITE JANITORIAL SERV I	City Hall Split Bldg	3298	01/16/2019	45.00	
Total 100525231248:					45.00	
100535321159						
100-535321-159 STREETS - CLOTHING ALL	ALSCO	ALSCO DPW (split) Customer # 074780	1407118	01/24/2019	16.05	
100-535321-159 STREETS - CLOTHING ALL	ALSCO	ALSCO DPW (split) Customer # 074780	1409473	01/24/2019	16.05	
100-535321-159 STREETS - CLOTHING ALL	ALSCO	ALSCO DPW (split) Customer # 074780	IMIL1404676	01/09/2019	34.69	
100-535321-159 STREETS - CLOTHING ALL	ALSCO	ALSCO DPW (split) Customer # 074780	IMIL1407118	01/16/2019	49.09	
100-535321-159 STREETS - CLOTHING ALL	ALSCO	ALSCO DPW (split) Customer # 074780	IMIL1409473	01/23/2019	54.02	
Total 100535321159:					105.70	
100535321242						
100-535321-242 STREETS - REP MAINT VE	CHICO'S, LLC	#510 Headlight Kit	5970	01/16/2019	89.50	
100-535321-242 STREETS - REP MAINT VE	IBD, LLC	IBD- split	110156912	01/09/2019	173.93	
Total 100535321242:					263.43	
100535321248						
100-535321-248 STREETS REP & MAINT BL	ALSCO	ALSCO DPW (split) Customer # 074781	IMIL1404677	01/09/2019	13.61	
100-535321-248 STREETS REP & MAINT BL	ALSCO	ALSCO DPW (split) Customer # 074780	IMIL1409473	01/23/2019	31.66	
100-535321-248 STREETS REP & MAINT BL	ALSCO	ALSCO DPW (split) Customer # 074781	IMIL1409474	01/23/2019	13.61	
100-535321-248 STREETS REP & MAINT BL	GRAINGER	Grainger - filters	9044111079	01/02/2019	112.95	
Total 100535321248:					171.83	
100535321261						
100-535321-261 STREETS - LIGHTING	OUTDOOR LIGHTING CONST IN	Repair - Amanda & Milwaukee	8368	01/11/2019	7,995.00	

GL Account and Title	Vendor Name	Description	Invoice Number	Invoice Date	Net Invoice Amount	Date Paid
Total 100535321261:					7,995.00	
100535321298						
100-535321-298	STREETS - CONTRACT SER	DONERITE JANITORIAL SERVI	DONERITE BILLING WWTP (split)	3297	01/15/2019	368.00
Total 100535321298:					368.00	
100535321310						
100-535321-310	STREETS - OFF SUPP/POS	RICHTER'S MARKETPLACE	Richter's Marketplace - DPW(split)	010819DPW	01/08/2019	5.00
100-535321-310	STREETS - OFF SUPP/POS	CANON FINANCIAL SERVICES,	Contrat No. WI#505ENT-M15-MFD (split)	19661415	01/13/2019	62.83
100-535321-310	STREETS - OFF SUPP/POS	CANON FINANCIAL SERVICES,	Contract No. 3091 /505ENT-M15-MFDCopier	19661416	01/13/2019	5.59
Total 100535321310:					73.42	
100535321350						
100-535321-350	STREETS - REP MAINT SUP	ELKHORN CHEMICAL & PACKA	DPW Supplies (split)	606552	01/08/2019	65.00
100-535321-350	STREETS - REP MAINT SUP	MENARDS	Supplies-DPW	82433	01/04/2019	21.21
100-535321-350	STREETS - REP MAINT SUP	REINEMANS, INC.	Supplies-DPW	156997	01/08/2019	30.58
100-535321-350	STREETS - REP MAINT SUP	BUMPER TO BUMPER BURLING	shop supplies	I-353739	01/03/2019	50.77
100-535321-350	STREETS - REP MAINT SUP	BUMPER TO BUMPER BURLING	shop supplies	I-353783	01/04/2019	13.50
Total 100535321350:					181.06	
10055551159						
100-555551-159	PARKS - CLOTHING	ALSCO	ALSCO DPW (split) Customer # 074780	1407118	01/24/2019	16.06
100-555551-159	PARKS - CLOTHING	ALSCO	ALSCO DPW (split) Customer # 074780	1409473	01/24/2019	16.06
100-555551-159	PARKS - CLOTHING	ALSCO	ALSCO DPW (split) Customer # 074780	IMIL1404676	01/09/2019	34.69
100-555551-159	PARKS - CLOTHING	ALSCO	ALSCO DPW (split) Customer # 074780	IMIL1407118	01/16/2019	49.08
100-555551-159	PARKS - CLOTHING	ALSCO	ALSCO DPW (split) Customer # 074780	IMIL1409473	01/23/2019	54.03
Total 10055551159:					105.68	
10055551242						
100-555551-242	PARKS - REPAIR MAINT VE	CHICO'S, LLC	#510 Headlight Kit	5970	01/16/2019	89.50
100-555551-242	PARKS - REPAIR MAINT VE	IBD, LLC	IBD- split	110156912	01/09/2019	173.92
Total 10055551242:					263.42	
10055551244						
100-555551-244	PARKS - REPAIR MAINT EQ	BUMPER TO BUMPER BURLING	#100&101 Oil/Air Filter	I-353711	01/03/2019	55.51
Total 10055551244:					55.51	
10055551248						
100-555551-248	PARKS - REPAIR MAINT BL	ALSCO	ALSCO DPW (split) Customer # 074781	IMIL1404677	01/09/2019	6.80
100-555551-248	PARKS - REPAIR MAINT BL	ALSCO	ALSCO DPW (split) Customer # 074780	IMIL1409473	01/23/2019	31.66
100-555551-248	PARKS - REPAIR MAINT BL	ALSCO	ALSCO DPW (split) Customer # 074781	IMIL1409474	01/23/2019	6.80
100-555551-248	PARKS - REPAIR MAINT BL	GRAINGER	Grainger - filters	9044111079	01/02/2019	56.47
Total 10055551248:					101.73	
10055551298						
100-555551-298	PARKS - OUTSIDE SERVICE	PATS SERVICES, INC	PATS SANITARY RENTAL RIVERSIDE PARK	A172696	01/15/2019	180.00
100-555551-298	PARKS - OUTSIDE SERVICE	DONERITE JANITORIAL SERVI	DONERITE BILLING WWTP (split)	3297	01/15/2019	184.00
Total 10055551298:					364.00	

GL Account and Title	Vendor Name	Description	Invoice Number	Invoice Date	Net Invoice Amount	Date Paid
10055551310						
100-55551-310 PARKS - OFFICE SUPP, PO	RICHTER'S MARKETPLACE	Richter's Marketplace - DPW(split)	010819DPW	01/08/2019	5.00	
100-55551-310 PARKS - OFFICE SUPP, PO	CANON FINANCIAL SERVICES,	Contrat No. WI#505ENT-M15-MFD (split)	19661415	01/13/2019	31.42	
100-55551-310 PARKS - OFFICE SUPP, PO	CANON FINANCIAL SERVICES,	Contract No. 3091 /505ENT-M15-MFDCopier	19661416	01/13/2019	2.80	
Total 10055551310:					39.22	
10055551350						
100-55551-350 PARKS - REPAIR/MTCE SUP	ELKHORN CHEMICAL & PACKA	DPW Supplies (split)	606552	01/08/2019	64.99	
100-55551-350 PARKS - REPAIR/MTCE SUP	REINEMANS, INC.	Supplies-DPW	156981	01/08/2019	4.94	
100-55551-350 PARKS - REPAIR/MTCE SUP	REINEMANS, INC.	Supplies-DPW	156997	01/08/2019	30.58	
100-55551-350 PARKS - REPAIR/MTCE SUP	BUMPER TO BUMPER BURLING	shop supplies	I-353739	01/03/2019	50.76	
100-55551-350 PARKS - REPAIR/MTCE SUP	BUMPER TO BUMPER BURLING	shop supplies	I-353783	01/04/2019	13.50	
Total 10055551350:					164.77	
453565616823						
453-565616-823 2017 Pool Construction Proje	K&M WELDING AND FABRICATI	Brackets-Heat Exchanger-Pool	1742	01/13/2019	48.00	
Total 453565616823:					48.00	
453565616830						
453-565616-830 Disaster Exenditure	MENARDS	Flood Replacement Items	82967	01/10/2018	217.89	
453-565616-830 Disaster Exenditure	MENARDS	Supplies-Police Dept	83495	01/17/2019	32.15	
Total 453565616830:					250.04	
621575740159						
621-575740-159 CLOTHING ALLOWANCE	ALSCO	ALSCO WWTP (split) Cust # 012230	IMIL1402324	01/02/2019	83.10	
621-575740-159 CLOTHING ALLOWANCE	ALSCO	ALSCO WWTP (split) Cust # 012230	IMIL1404679	01/09/2019	85.09	
621-575740-159 CLOTHING ALLOWANCE	ALSCO	ALSCO WWTP (split) Cust # 012230	IMIL1407120	01/16/2019	89.46	
Total 621575740159:					257.65	
621575740244						
621-575740-244 REPAIRS,MAINT EQUIPMEN	ALSCO	ALSCO WWTP (split) Cust # 012230	IMIL1402324	01/02/2019	13.44	
621-575740-244 REPAIRS,MAINT EQUIPMEN	ALSCO	ALSCO WWTP Cust # 012231 (split)	IMIL1402325	01/02/2019	134.97	
621-575740-244 REPAIRS,MAINT EQUIPMEN	ALSCO	ALSCO WWTP (split) Cust # 012230	IMIL1404679	01/09/2019	13.44	
621-575740-244 REPAIRS,MAINT EQUIPMEN	ALSCO	ALSCO WWTP (split) Cust # 012230	IMIL1407120	01/16/2019	13.44	
621-575740-244 REPAIRS,MAINT EQUIPMEN	ALSCO	ALSCO WWTP Cust # 012231 (split)	IMIL1407121	01/16/2019	134.97	
621-575740-244 REPAIRS,MAINT EQUIPMEN	BRUCE EQUIPMENT	BRUCE MUNICIPAL EQUIP WWTP	G00077	01/07/2019	2,850.00	
621-575740-244 REPAIRS,MAINT EQUIPMEN	ELKHORN CHEMICAL & PACKA	Bath Tissue/Towel Roll/Handsoap	607111	01/11/2019	287.88	
621-575740-244 REPAIRS,MAINT EQUIPMEN	MENARDS	Supplies-2nd Stage Bldng	82327	01/03/2019	10.13	
621-575740-244 REPAIRS,MAINT EQUIPMEN	MENARDS	Supplies-WWTP	82416	01/04/2019	16.43	
621-575740-244 REPAIRS,MAINT EQUIPMEN	MENARDS	Supplies-2nd Stage Bldng	82438	01/04/2019	48.55	
621-575740-244 REPAIRS,MAINT EQUIPMEN	WELDERS SUPPLY COMPANY	Nitrogen canister	10047198	01/15/2019	45.79	
621-575740-244 REPAIRS,MAINT EQUIPMEN	DONERITE JANITORIAL SERV I	DONERITE BILLING WWTP (split)	3297	01/15/2019	1,080.00	
621-575740-244 REPAIRS,MAINT EQUIPMEN	BUMPER TO BUMPER BURLING	Solids Bldng-Repairs	I-353691	01/02/2019	39.81	
Total 621575740244:					4,688.85	
621575740249						
621-575740-249 LABORATORY	ALSCO	ALSCO WWTP Cust # 012231 (split)	IMIL1402325	01/02/2019	94.35	
621-575740-249 LABORATORY	ALSCO	ALSCO WWTP Cust # 012231 (split)	IMIL1407121	01/16/2019	94.35	
Total 621575740249:					188.70	
621575740298						
621-575740-298 CONTRACT SERVICE	UNISON SOLUTIONS, INC	Uni-CL2V 990 Lbs	2019-6637	01/09/2019	3,452.50	

GL Account and Title	Vendor Name	Description	Invoice Number	Invoice Date	Net Invoice Amount	Date Paid
Total 621575740298:					3,452.50	
621575740310						
621-575740-310	OFFICE SUPPLIES, POSTA	RICHTER'S MARKETPLACE	Richter's Marketplace - DPW(split)	010819DPW	01/08/2019	5.00
Total 621575740310:					5.00	
621575740330						
621-575740-330	SEWER - INSRVC TRNG & T	WASTEWATER TRAINING SOLU	General Wastewater Treatment - Medrow	WWTP 01/14/19	01/14/2019	370.00
621-575740-330	SEWER - INSRVC TRNG & T	WASTEWATER TRAINING SOLU	Lab Trianing - McGhee	WWTP 01/14/19	01/14/2019	165.00
Total 621575740330:					535.00	
621575740371						
621-575740-371	REG/PERMITS/OUTSIDE TE	WI EMERGENCY MANAGEMEN	WI EMERGENCY MANAGEMENT WWTP(split)	FEES 2018	01/15/2019	205.00
Total 621575740371:					205.00	
621575740374						
621-575740-374	SAFETY	GALETON	GLOVES	2464845	01/04/2019	37.94
621-575740-374	SAFETY	GALETON	GLOVES	2464940	01/07/2019	29.95
Total 621575740374:					67.89	
622503460000						
622-503460-000	METERS & LABOR	MIDWEST METER INC	Midwest Meter - Meters	0107613-IN	01/07/2019	2,816.20
622-503460-000	METERS & LABOR	MIDWEST METER INC	Midwest Meter - Meters	0107631-IN	01/08/2019	25,947.51
Total 622503460000:					28,763.71	
622506230000						
622-506230-000	SUPPLIES	MENARDS	Supplies-Water	82252	01/02/2019	43.08
Total 622506230000:					43.08	
622506250000						
622-506250-000	MAINTENANCE-SUPPLIES	REINEMANS, INC.	Prts-#9 Maint Supplies	157359	01/16/2019	30.46
Total 622506250000:					30.46	
622506310000						
622-506310-000	CHEMICALS	HAWKINS, INC	Chlorine & LPC-4 & Tonkazorb	4423478	01/03/2019	5,139.75
Total 622506310000:					5,139.75	
622506500000						
622-506500-000	RESERVOIRS & SUPPLES	A TO Z REFRIGERATION	Repairs - Dehumidifier	01092019	01/09/2019	290.20
Total 622506500000:					290.20	
622509030000						
622-509030-000	OFFICE SUPPLIES	ALSCO	ALSCO DPW - Water Customer #025570	IMIL1402323	01/02/2019	34.70
622-509030-000	OFFICE SUPPLIES	ALSCO	ALSCO DPW - Water Customer #025570	IMIL1404678	01/09/2019	34.70
622-509030-000	OFFICE SUPPLIES	ALSCO	ALSCO DPW - Water Customer #025570	IMIL1407119	01/16/2019	34.70
Total 622509030000:					104.10	

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)	010819DPW	01/08/2019	4.98	
622-509210-000 OFFICE SUPPLY	MINUTEMAN PRESS OF BURLI	Cross Connection Brochures	37317	01/15/2019	112.83	
622-509210-000 OFFICE SUPPLY	CANON FINANCIAL SERVICES,	Contrat No. WI#505ENT-M15-MFD (split)	19661415	01/13/2019	62.84	
622-509210-000 OFFICE SUPPLY	CANON FINANCIAL SERVICES,	Contract No. 3091 /505ENT-M15-MFDCopier	19661416	01/13/2019	5.59	
Total 622509210000:					<u>186.24</u>	
622509230000						
622-509230-000 OUTSIDE SERVICES	WI EMERGENCY MANAGEMEN	WI EMERGENCY MANAGEMENT WWTP(split)	FEES 2018	01/15/2019	1,025.00	
Total 622509230000:					<u>1,025.00</u>	
622509350000						
622-509350-000 GENERAL PLANT-SUPPLIE	ALSCO	ALSCO DPW (split) Customer # 074781	IMIL1404677	01/09/2019	13.61	
622-509350-000 GENERAL PLANT-SUPPLIE	ALSCO	ALSCO DPW (split) Customer # 074781	IMIL1409474	01/23/2019	13.61	
622-509350-000 GENERAL PLANT-SUPPLIE	GRAINGER	Grainger - filters	9044111079	01/02/2019	112.94	
622-509350-000 GENERAL PLANT-SUPPLIE	DONERITE JANITORIAL SERV I	DONERITE BILLING WWTP (split)	3297	01/15/2019	368.00	
622-509350-000 GENERAL PLANT-SUPPLIE	BLUETARP FINANCIAL	Water Dept. Supplies	41877122	01/10/2019	131.99	
Total 622509350000:					<u>640.15</u>	
623575740244						
623-575740-244 SNOW REMOVAL	WANASEK CORPORATION	Snow Removal-Airport	9355	01/15/2019	133.75	
Total 623575740244:					<u>133.75</u>	
802484840000						
802-484840-000 K-NINE UNIT	MIDWEST VETERINARY DENTA	DENTAL-ZANDER	19318	01/10/2019	561.99	
Total 802484840000:					<u>561.99</u>	
822555551800						
822-555551-800 DeRozier Fund Expenses	KETTER'S LLC	SENIOR CENTER FLOORING	011119	01/11/2019	3,000.00	
Total 822555551800:					<u>3,000.00</u>	
Grand Totals:					<u><u>87,004.02</u></u>	

Dated: _____

Motion for Approval by: _____

Motion Seconded by: _____



DATE: February 5, 2019

SUBJECT: LICENSES - To approve Operator's License Applications as submitted.

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 an Operator's License application and have been approved by the Burlington Police Department:

Andrews, Nicole Elizabeth
Bosanec, Michelle Lynn
Bronder, Tanya Lee
Carbajal, Ana Maria
Erickson, Kathryn Alyssa
Griffin, Deena Marie
Henrichs, Barry John
Penzel, James George
Reynolds, Kelly Marie
Rohner, David R.
Schwuchow, Kelsey Marie

BUDGET/FISCAL IMPACT:

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

RECOMMENDATION:

Staff recommends that Council approve the submitted applications.

TIMING/IMPLEMENTATION:

This item is scheduled for consideration at the February 5, 2019 Common Council meeting.



DATE: February 5, 2019

SUBJECT: LICENSES - To approve the Denial of an Operator's License.

SUBMITTED BY: Diahnn Halbach, City Clerk

BACKGROUND/HISTORY:

Denial of License Applications

Upon review of the application and background check by the City of Burlington Police Department, it is recommended to Council, not to approve the application for an operator's license to sell and/or serve fermented malt beverages and intoxicating liquors, based on Wisconsin State Statute 125.04(5)(b) related to licensing requirements specifies:

“Criminal offenders. No license or permit related to alcohol beverages, subject to §111.321, 111.322 and 111.335, may be issued under this chapter to any person who has habitually been a law offender or has been convicted of a felony unless the person has been duly pardoned.”

The application is being recommended for denial because the applicant, Kathryn Spalding, has been identified as a felony offender:
Kathryn Spalding

Ms. Spalding has been notified via certified mail of the recommendation to Council to deny her application at this evening's Common Council meeting. A copy of the letter is attached for your review. Also, confidential information pertaining to the applicant's background has been distributed prior to this evening's meeting.

BUDGET/FISCAL IMPACT:

Applicants are charged an administrative fee of which a portion of the funds are applied towards background checks performed by the police department.

RECOMMENDATION:

Staff recommends that Council approve the Denial of an Operator's License.

TIMING/IMPLEMENTATION:

This item is scheduled for consideration at the February 5, 2019 Common Council meeting.



DATE: February 5, 2019

SUBJECT: **RESOLUTION 4928(30)** - To consider authorizing fee assessments for Weights and Measures license holders for the period of July 1, 2017 through June 30, 2018.

SUBMITTED BY: Diahnn Halbach, City Clerk

BACKGROUND/HISTORY:

The City Clerk’s Office for the City of Burlington acts as an agent for the Weights and Measures Program on behalf of the State of Wisconsin Department of Agriculture, Trade, and Consumer Protection (DATCP). While State-employed inspectors conduct all program inspections, it is the City Clerk that handles billing for the program. The Weights and Measures Program protects consumers by monitoring the accuracy of gas station pumps, grocery store scales and packages (those sold by weight), checkout scanners, and timers (found in laundromats, taxis, etc.). All establishments in the City of Burlington that utilize pumps, scales, scanners, or timers (as described above) in the sale of goods to consumers are routinely inspected by a State-employed Weights and Measures inspector.

The City of Burlington has received an invoice from the State of Wisconsin in the amount of \$6,400 for inspection services provided July 1, 2017 through June 30, 2018. The City must recoup the cost of Weights and Measures Inspections and Certifications mandated by the State of Wisconsin. According to our ordinance, we must notify these businesses of the City’s intent to recoup this cost.

Notices have been sent to the license holders at least ten days prior to this evening’s meeting to allow them to be present to discuss this assessment fee schedule, which is paid in arrears. Upon approval of this resolution, the City will invoice according to the businesses License Class, which is determined by the number of pumps, scales, scanners, and/or timers.

The proposed “Assessment Fee Schedule” for the fees associated with the Weights and Measures License is listed below. This schedule has been prepared pursuant to the City of Burlington’s Municipal Code § 254-1.1K, which requires the City to assess fees to each Weights and Measures License holder.

Licenses	Issued	Assessment Fee	Cost Recouped	<u>Proposed Assessment Fee Schedule</u>
Class 1	5	\$405.00	\$2,025.00	
Class 2	15	\$225.00	\$3,375.00	
Class 3	5	\$125.00	\$625.00	
Class 4	5	\$45.00	\$225.00	
Class 5	6	\$25.00	\$150.00	
Totals	36		\$6,400.00	

BUDGET/FISCAL IMPACT:

The annual bill from the State of Wisconsin to the City of Burlington for the Weights and Measures inspection is \$6,400 with this being the method the City uses to recoup this expense.

RECOMMENDATION:

Staff recommends approval of this resolution, which will result in invoicing the affected businesses to recoup fees paid by the City of Burlington.

TIMING/IMPLEMENTATION:

This item was discussed at the January 15, 2019 Committee of the Whole meeting and is scheduled for final consideration at the February 05, 2019 Common Council meeting.

Attachments

Res 4928(30) 2016-2017 W&M State Assessment Fees

W&M Letter

RESOLUTION NO. 4928(30)

Introduced by: Committee of the Whole

**A RESOLUTION AUTHORIZING FEE ASSESSMENTS FOR WEIGHTS AND MEASURES
LICENSE HOLDERS FOR JULY 1, 2017 THROUGH JUNE 30, 2018**

WHEREAS, pursuant to City of Burlington Municipal Code s. 254-1.1K, the City assesses fees to each Weights and Measures License holder pursuant to the class of license held in order to recoup the cost of weights and measures inspections and certifications mandated by the State of Wisconsin; and,

WHEREAS, the cost of said inspections and certifications incurred under the City's agreement with the State of Wisconsin Department of Agriculture, Trade and Consumer Protection for the period from July 1, 2017 through June 30, 2018 was \$6,400; and,

WHEREAS, the City Clerk has prepared an assessment schedule based upon the number of each class of licenses, the amount of time required to inspect each licensee, and the cost of the agreement with the State, attached hereto and made a part hereof; and,

WHEREAS, the City Clerk has mailed a copy of the Assessment Schedule to each licensee and has mailed to each licensee at least 10 days notice of the date and time at which the Common Council will consider these fee assessments.

NOW, THEREFORE, BE IT RESOLVED by the Common Council of the City of Burlington, pursuant to the above, that fees shall be assessed to the holders of Weights and Measures Licenses in the City of Burlington for the period of July 1, 2017 through June 30, 2018 as set forth on the Assessment Schedule attached hereto.

BE IT FURTHER RESOLVED that the Clerk shall mail an invoice to each licensee for the applicable fee assessment, and shall notify each licensee that the fee is to be paid within 30 days of the date of mailing.

Introduced: January 15, 2019

Adopted:

Jeannie Hefty, Mayor

Attest:

Diahnn Halbach, City Clerk



City Clerk
300 N. Pine Street, Burlington, WI, 53105
(262) 342-1171 – (262) 763-3474 fax
www.burlington-wi.gov

Date: Thursday, December 20, 2018
From: Diahn Halbach, City Clerk
Re: Annual State Weights and Measures Assessment Fee

FOR INFORMATION ONLY – THERE IS NO PAYMENT DUE AT THIS TIME

Please Note: This is the State Assessment Fee, not the Annual Permit Fee which will be billed in April 2019.

The City Clerk’s Office for the City of Burlington acts as an agent for the Weights and Measures Program of the State of Wisconsin Department of Agriculture, Trade, and Consumer Protection (DATCP). While State-employed inspectors conduct all program inspections, it is the City Clerk that handles billing for the program.

All establishments in the City of Burlington that utilize pumps, scales, scanners, or timers in the sale of goods to consumers are routinely inspected by a State-employed Weights and Measures inspector.

The City must recoup the cost of Weights and Measures Inspections mandated by the State of Wisconsin. The City of Burlington has received an invoice from the State of Wisconsin in the amount of \$6,400 for inspection services provided **July 1, 2017 through June 30, 2018**, which is paid in arrears.

The proposed “Assessment Fee Schedule” for the fees associated with your Weights and Measures License is listed below. This schedule has been prepared pursuant to the City of Burlington’s Municipal Code § 254-1.1K, which requires the City to assess fees to each Weights and Measures License holder based on their Class. (A description of “Class Types” is listed on the back of this page).

The Common Council of the City of Burlington will consider the “Assessment of Fees” at the Tuesday, January 15, 2019 meeting, located in the Council Chambers at 224 East Jefferson Street, following the 6:30 p.m. Committee of the Whole meeting.

Upon Council approval of the assessment schedule, you will receive an invoice according to your License Class.

Proposed Assessment Fee Schedule

Licenses	Issued	Assessment Fee	Cost Recouped
Class 1	5	\$405.00	\$2,025.00
Class 2	15	\$225.00	\$3,375.00
Class 3	5	\$125.00	\$625.00
Class 4	5	\$45.00	\$225.00
Class 5	6	\$25.00	\$150.00
Totals	36		\$6,400.00

Class Types

1. There shall be five classes of licenses that shall correspond to the type of the business regulated by the weights and measures program and the amount of time necessary for inspection of the weights and measures of that business. The fee for the license shall be uniform for all classes of licenses, in an amount set by the Common Council, and shall not exceed the cost of administering the weights and measures license program.
2. The classes of licenses shall be:
 - a) Class 1 – which shall cover large grocers (more than two check-out points).
 - b) Class 2 – which shall cover large gas stations (more than 12 fuel meters) and large retailers (more than two check-out points).
 - c) Class 3 – which shall cover businesses that operate vehicle scales, LPG meters and vehicle tank meters, small gas stations (12 or fewer fuel meters), and small grocers (two or fewer check-out points).
 - d) Class 4 – which shall cover small retailers (two or fewer check-out points); and
 - e) Class 5 – which shall cover laundromats and small businesses not elsewhere classified.



DATE: February 5, 2019

SUBJECT: RESOLUTION 4929(31) - To consider approving a Certified Survey Map for property located at 301 W. State Street and 109-111 and 117 Schemmer Street.

SUBMITTED BY: Megan Watkins, Director of Administrative Services

BACKGROUND/HISTORY:

This resolution is to consider approval of a Certified Survey Map application from Thomas and Marjorie Vos for property located at 301 W. State Street and 109-111 Schemmer Street and 117 Schemmer Street. This CSM, drafted by Robert J. Wetzel, WLS, seeks for two parcels to be reconfigured into three separate properties. The property at 109-111 Schemmer Street currently contains a residential structure and a commercial garage structure. Directly south of the garage structure is another garage and a residential structure on 117 Schemmer Street. The proposed Certified Survey Map organizes the residential property on 109 Schemmer Street to its own lot (Lot 1), known as 301 W. State Street. The adjacent garage structures from 109 Schemmer Street and 117 Schemmer Street are proposed to be on its own lot (Lot 2), and the residential property and an associated garage accessory structure will be on its own lot (Lot 3) on 117 Schemmer Street.

BUDGET/FISCAL IMPACT:

N/A

RECOMMENDATION:

On 1/8/2019 the Plan Commission considered this item and both Plan Commission and City staff recommend approval of this Certified Survey Map request.

TIMING/IMPLEMENTATION:

This item was discussed at the January 15, 2019 Committee of the Whole meeting and for final consideration at the February 5, 2019 Common Council meeting.

Attachments

Res 4929(31) CSM
Certified Survey Map

RESOLUTION NO. 4929(31)
Introduced by: Committee of the Whole

**A RESOLUTION APPROVING A CERTIFIED SURVEY MAP IN THE CITY OF
BURLINGTON FOR PROPERTY LOCATED AT 301 W. STATE STREET AND 109-111, AND
117 SCHEMMER STREET**

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

BEING A DIVISION OF LOTS B AND D OF SCHEMMER'S ADDITION AS RECORDED IN THE OFFICE OF THE REGISTER OF DEEDS IN AND FOR RACINE COUNTY, WISCONSIN AND BEING LOCATED IN PART OF THE NORTHEAST ¼ OF THE SOUTHWEST ¼ OF SECTION 32, TOWNSHIP 3 NORTH, RANGE 19 EAST OF THE FOURTH PRINCIPAL MERIDIAN, CITY OF BURLINGTON, COUNTY OF RACINE AND STATE OF WISCONSIN, BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS: COMMENCE AT THE WEST ¼ CORNER OF SAID SECTION 32; THENCE NORTH 88°43'52" EAST ALONG THE NORTH LINE OF SAID SOUTHWEST ¼ SECTION 857.24 FEET; THENCE SOUTH 00°55'03" WEST (RECORDED AS SOUTH 2°20' WEST) 74.76 FEET TO A POINT OF INTERSECTION OF THE SOUTH LINE OF MILWAUKEE AVENUE AND THE WEST LINE OF SCHEMMER STREET AND THE PLACE OF BEGINNING OF THIS DESCRIPTION; THENCE CONTINUE SOUTH 00°55'03" WEST (RECORDED AS SOUTH 2°20' WEST) ALONG SAID WEST LINE OF SCHEMMER STREET 191.30 FEET; THENCE SOUTH 12°51'49" WEST (RECORDED AS SOUTH 14°18' WEST) ALONG SAID WEST LINE 14.00 FEET; THENCE NORTH 79°43'01" WEST 187.50 FEET; THENCE NORTH 05°43'01" WEST 14.68 FEET (RECORDED AS NORTH 14°18' WEST 15 FEET); THENCE SOUTH 89°41'41" EAST 64.00 FEET; THENCE NORTH 00°48'46" EAST (RECORDED AS NORTH 2°20' EAST) 30.00 FEET; THENCE SOUTH 85°02'29" EAST 62.98 FEET (RECORDED AS SOUTH 83°20' EAST 63 FEET) THENCE NORTH 00°51'58" EAST (RECORDED AS NORTH 2°20' EAST) 113.93 FEET TO A POINT ON THE SOUTH LINE OF MILWAUKEE AVENUE; THENCE NORTH 73°30'24" EAST (RECORDED AS NORTH 75° EAST) ALONG SAID SOUTH LINE 65.95 FEET TO THE PLACE OF BEGINNING. CONTAINS 1.65 ACRES OF LAND MORE OR LESS.

TAX PARCEL ID: 206 03-19-32-650-030 AND 206 03-19-32-650-060
109-111 Schemmer Street and 117 Schemmer Street
CONTAINING 1.65 ACRES

WHEREAS, at their January 8, 2019 meeting, the Plan Commission did recommend approval of the CSM.

NOW, THEREFORE, BE IT RESOLVED by the Common Council of the City of Burlington, Racine County, State of Wisconsin, that the attached CSM prepared on July 23, 2018 by Robert J. Wetzel, WLS, is hereby approved.

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

Introduced: January 15, 2019
Adopted: _____, 2019

Jeannie Hefty, Mayor

Attest:

Diahnn Halbach, City Clerk

CERTIFIED SURVEY MAP NO. _____.

BEING A DIVISION OF LOTS B AND E OF SCHEMMER'S ADDITION AS RECORDED IN THE OFFICE OF THE REGISTER OF DEEDS IN AND FOR RACINE COUNTY, WISCONSIN AND BEING LOCATED IN PART OF THE NORTHWEST 1/4 OF THE SOUTHWEST 1/4 OF SECTION 32, TOWNSHIP 3 NORTH, RANGE 19 EAST OF THE FOURTH PRINCIPAL MERIDIAN, CITY OF BURLINGTON, COUNTY OF RACINE, AND STATE OF WISCONSIN.

OWNER: THOMAS R. AND MARJORIE C. VOS
124 KINGS COURT
BURLINGTON, WI 53105

PREPARED BY: B.W. SURVEYING, INC.
412 N. PINE STREET
BURLINGTON, WI 53105
JOB NO. 9646-CSM

LEGAL DESCRIPTION:

BEING A DIVISION OF LOTS B AND E OF SCHEMMER'S ADDITION AS RECORDED IN THE OFFICE OF THE REGISTER OF DEEDS IN AND FOR RACINE COUNTY, WISCONSIN AND BEING LOCATED IN PART OF THE NORTHWEST 1/4 OF THE SOUTHWEST 1/4 OF SECTION 32, TOWNSHIP 3 NORTH, RANGE 19 EAST OF THE FOURTH PRINCIPAL MERIDIAN, CITY OF BURLINGTON, COUNTY OF RACINE AND STATE OF WISCONSIN, BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS: COMMENCE AT THE WEST 1/4 CORNER OF SAID SECTION 32; THENCE NORTH 88°43'52" EAST ALONG THE NORTH LINE OF SAID SOUTHWEST 1/4 SECTION 857.24 FEET; THENCE SOUTH 00°55'03" WEST (RECORDED AS SOUTH 2°20' WEST) 74.76 FEET TO A POINT OF INTERSECTION OF THE SOUTH LINE OF MILWAUKEE AVENUE AND THE WEST LINE OF SCHEMMER STREET AND THE PLACE OF BEGINNING OF THIS DESCRIPTION; THENCE CONTINUE SOUTH 00°55'03" WEST (RECORDED AS SOUTH 2°20' WEST) ALONG SAID WEST LINE OF SCHEMMER STREET 191.30 FEET; THENCE SOUTH 12°51'49" WEST (RECORDED AS SOUTH 14°18' WEST) ALONG SAID WEST LINE 14.00 FEET; THENCE NORTH 79°43'01" WEST 187.50 FEET; THENCE NORTH 05°43'01" WEST 14.68 FEET (RECORDED AS NORTH 14°18' WEST 15 FEET); THENCE SOUTH 89°41'41" EAST 64.00 FEET; THENCE NORTH 00°48'46" EAST (RECORDED AS NORTH 2°20' EAST) 30.00 FEET; THENCE SOUTH 85°02'29" EAST 62.98 FEET (RECORDED AS SOUTH 83°20' EAST 63 FEET) THENCE NORTH 00°51'58" EAST (RECORDED AS NORTH 2°20' EAST) 113.93 FEET TO A POINT ON THE SOUTH LINE OF MILWAUKEE AVENUE; THENCE NORTH 73°30'24" EAST (RECORDED AS NORTH 75° EAST) ALONG SAID SOUTH LINE 65.95 FEET TO THE PLACE OF BEGINNING. CONTAINING 1.65 ACRES OF LAND MORE OR LESS.

SURVEYOR'S CERTIFICATE:

I, ROBERT J. WETZEL, DO HEREBY CERTIFY THAT AT THE DIRECTION OF THOMAS R. AND MARJORIE C. VOS, I HAVE SURVEYED THE LAND DESCRIBED HEREON AND THAT THE MAP SHOWN IS A CORRECT REPRESENTATION OF ALL LOT LINES AND THAT I HAVE FULLY COMPLIED WITH CHAPTER 236.34 OF THE WISCONSIN STATUTES.

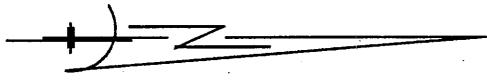
DATED THIS 23RD DAY OF JULY, 2018.
REVISED THIS 9TH DAY OF JANUARY, 2019


ROBERT J. WETZEL S-1778

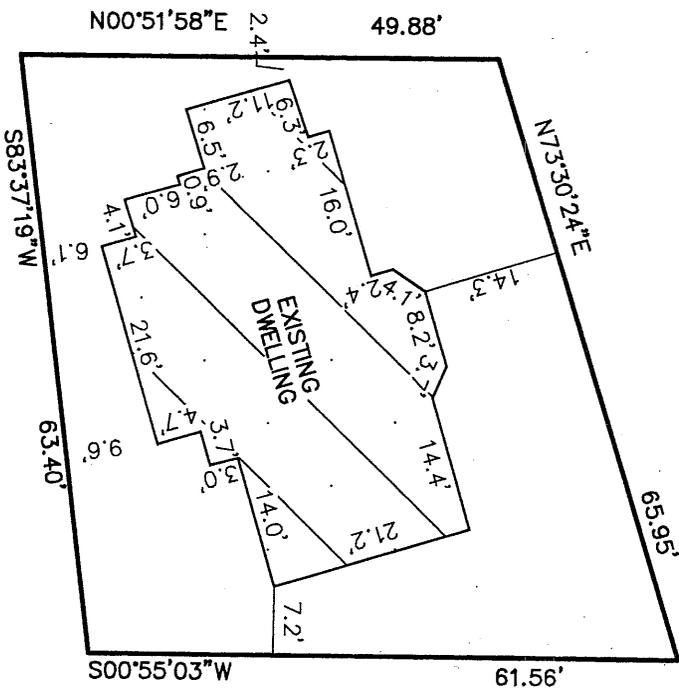


CERTIFIED SURVEY MAP NO. _____

BEING A DIVISION OF LOTS B AND E OF SCHEMMER'S ADDITION AS RECORDED IN THE OFFICE OF THE REGISTER OF DEEDS IN AND FOR RACINE COUNTY, WISCONSIN AND BEING LOCATED IN PART OF THE NORTHWEST 1/4 OF THE SOUTHWEST 1/4 OF SECTION 32, TOWNSHIP 3 NORTH, RANGE 19 EAST OF THE FOURTH PRINCIPAL MERIDIAN, CITY OF BURLINGTON, COUNTY OF RACINE AND STATE OF WISCONSIN.

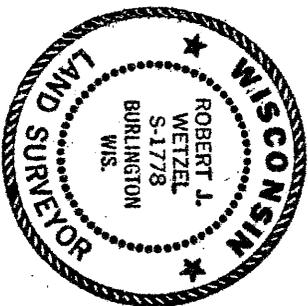


SCALE 1" = 20'



LOT 1
DETAIL

AREA
3,505 sq.ft.



Robert J. Wetzel
ROBERT J. WETZEL
JULY 23, 2018
S-1778

REVISED: JANUARY 9, 2019

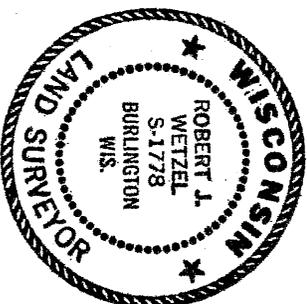
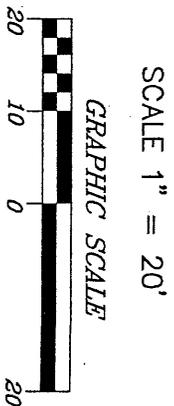
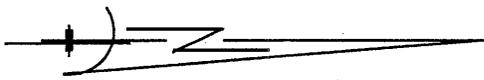
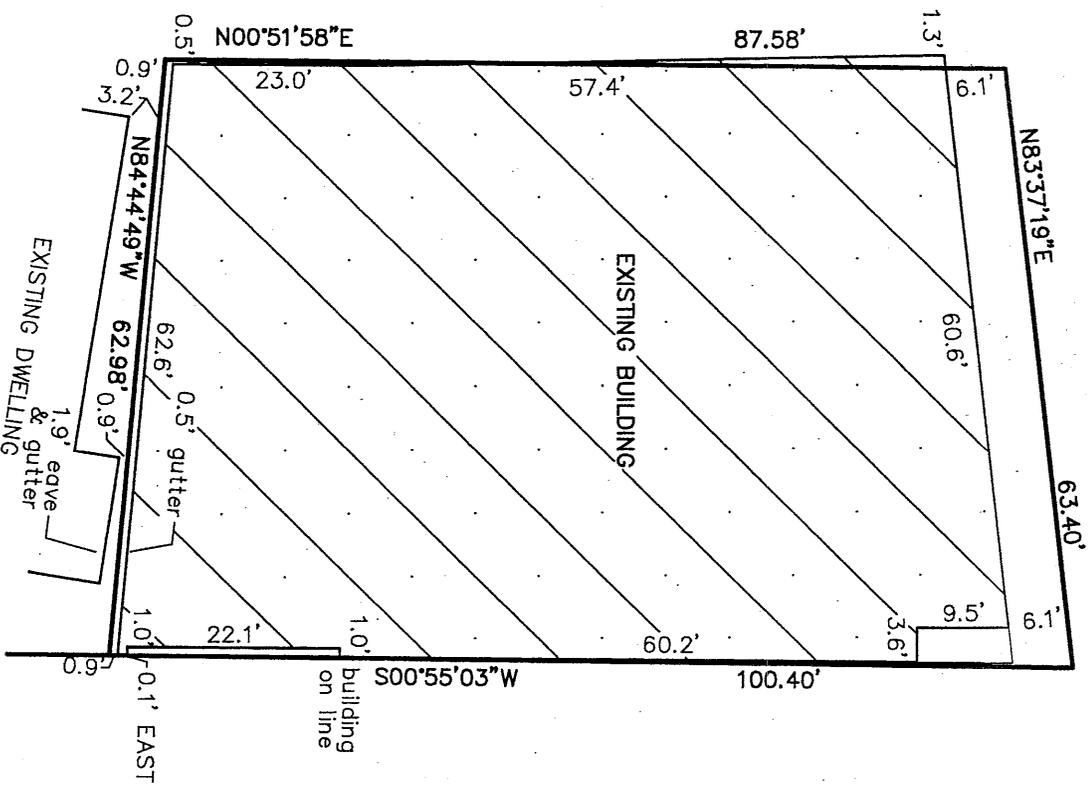
SHEET 3 OF 6

CERTIFIED SURVEY MAP NO. _____

BEING A DIVISION OF LOTS B AND E OF SCHEMMER'S ADDITION AS RECORDED IN THE OFFICE OF THE REGISTER OF DEEDS IN AND FOR RACINE COUNTY, WISCONSIN AND BEING LOCATED IN PART OF THE NORTHWEST 1/4 OF THE SOUTHWEST 1/4 OF SECTION 32, TOWNSHIP 3 NORTH, RANGE 19 EAST OF THE FOURTH PRINCIPAL MERIDIAN, CITY OF BURLINGTON, COUNTY OF RACINE AND STATE OF WISCONSIN.

LOT 2
DETAIL

AREA
5,906 sq.ft.



Robert J. Wetzel
 ROBERT J. WETZEL
 JULY 23, 2018
 REVISED: JANUARY 9, 2019
 S-1778

CERTIFIED SURVEY MAP NO. _____.

BEING A DIVISION OF LOTS B AND E OF SCHEMMER'S ADDITION RECORDED IN THE OFFICE OF THE REGISTER OF DEEDS IN AND FOR RACINE COUNTY, WISCONSIN AND BEING LOCATED IN PART OF THE NORTHWEST 1/4 OF THE SOUTHWEST 1/4 OF SECTION 32, TOWNSHIP 3 NORTH, RANGE 19 EAST OF THE FOURTH PRINCIPAL MERIDIAN, CITY OF BURLINGTON, COUNTY OF RACINE AND STATE OF WISCONSIN.

OWNER'S CERTIFICATE:

WE, THOMAS R. AND MARJORIE C. VOS, AS OWNERS HEREBY CERTIFY THAT WE CAUSED THE LAND DESCRIBED ON THIS PLAT TO BE SURVEYED, DIVIDED, AND MAPPED AS REPRESENTED HEREON.

DATED THIS _____ DAY OF _____, 2019.

THOMAS R. VOS

MARJORIE C. VOS

STATE OF WISCONSIN)
COUNTY OF RACINE) ss

PERSONALLY CAME BEFORE ME THIS _____ DAY OF _____, 2019, THE ABOVE NAMED THOMAS R. AND MARJORIE C. VOS, TO ME KNOWN TO BE THE PERSONS WHO EXECUTED THE FOREGOING INSTRUMENT AND ACKNOWLEDGE THE SAME.

NOTARY PUBLIC
COUNTY OF RACINE, STATE OF WISCONSIN
MY COMMISSION EXPIRES:

CITY OF BURLINGTON COMMON COUNCIL APPROVAL:

THIS CERTIFIED SURVEY MAP IS HEREBY APPROVED BY THE CITY OF BURLINGTON COMMON COUNCIL ON THIS _____ DAY OF _____, 2019.

JEANNIE HEFTY

MAYOR

DIAHNN HALBACH

CITY CLERK

DATED THIS 23RD DAY OF JULY, 2018.
REVISED THIS 9TH DAY OF JANUARY, 2019

Robert J. Wetzel

ROBERT J. WETZEL S-1778



SHEET 6 OF 6



DATE: February 5, 2019

SUBJECT: RESOLUTION 4930(32) - To consider Task Order Number One Hundred and Nine, with Kapur and Associates, Inc. for the 2019 Street and Sidewalk Improvement Program.

SUBMITTED BY: Peter Riggs, Director of Public Works

BACKGROUND/HISTORY:

During the budget workshop, staff identified three roads to be resurfaced in 2018 as part of the five year street improvement plan. One of the subsequent steps includes a task order with Kapur and Associates for engineering services.

The 2019 Street Improvement Program includes asphalt resurfacing of Milwaukee Avenue from Lewis St to West State Street, West State Street from McHenry Street to Elmwood Avenue, and all of Foxtree Circle. These roads were selected because of pavement conditions and minimal utility replacements. Approximately 530 feet of sanitary sewer will be replaced in Milwaukee Avenue. There is no water main replacement included in these projects.

Task Order 109 includes all work necessary to develop plans, specifications, bid documents and engineering costs. Additionally, the task order provides for assistance with utility coordination, cost estimates, and all aspects associated with construction management. This task order also includes services related to the 2019 sidewalk replacement program, which will be a separate bid in 2019, and assistance with the WisDOT mandated WISLR pavement rating updates due in 2019.

BUDGET/FISCAL IMPACT:

The cost of Task Order 109 is \$205,654, will will be shared among the General Fund and Wastewater Utilities as included in the CIP portion of the 2019 Budget.

RECOMMENDATION:

Staff recommends approval of Task Order 109.

TIMING/IMPLEMENTATION:

This item was discussed at the January 15, 2019 Committee of the Whole Meeting and is scheduled for final consideration at the February 5, 2019 Common Council Meeting.

Attachments

Res 4930(32) TO 109
Task Order 109

**A RESOLUTION APPROVING TASK ORDER NUMBER ONE HUNDRED NINE WITH
KAPUR AND ASSOCIATES, INC. FOR THE 2019 STREET AND SIDEWALK
IMPROVEMENT PROGRAM FOR THE NOT-TO-EXCEED AMOUNT OF \$205,654**

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

WHEREAS, the City has requested assistance with: 2019 WISLR pavement rating update and the 2019 Street and Sidewalk Improvement Program and associated utility improvements. This includes the asphalt resurfacing of Milwaukee Avenue from Lewis Street to West State Street, West State Street from McHenry Street to Elmwood Drive, and the entire length of Foxtree Circle; and,

WHEREAS, the project includes replacement of sanitary sewer on Milwaukee Avenue. Right of way acquisition and reconstruction of the terminus of Dale Drive will also be included. Storm sewer investigation will be completed on all streets with repairs completed as necessary; and,

WHEREAS, in addition, annual sidewalk repairs, curb and gutter repairs, and additional utility improvements will be coordinated with the roadway improvements; and,

WHEREAS, this has resulted in a task order, a copy of which is attached hereto and made a part thereof; and,

WHEREAS, said task order is for the not-to-exceed amount of \$205,654 and has been recommended for approval by the Director of Public Works.

NOW, THEREFORE, BE IT RESOLVED by the Common Council of the City of Burlington Task Order Number 109 is hereby approved for the not-to-exceed amount of \$205,654.

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

Introduced: January 15, 2019

Adopted:

Jeannie Hefty, Mayor

Attest:

Diahn Halbach, City Clerk

TASK ORDER NUMBER #109 CIVIL ENGINEERING SERVICES

This Task Order is made as of December 18, 2018, under the terms and conditions established in the MASTER AGREEMENT FOR ENGINEERING SERVICES, (the Agreement), between the **City of Burlington (Owner)** and **Kapur & Associates, Inc. (Engineer)**. This Task Order is made for the following purpose:

Provide civil engineering services for the complete design and specification preparation for the 2019 City of Burlington - Street and Sidewalk Improvement Program and associated utility improvements. This project includes the asphalt resurfacing of Milwaukee Avenue from Amanda Street to Lewis Street and West State Street from Milwaukee Avenue to McHenry Street, West State Street from Milwaukee Avenue to Elmwood Drive and the entire length of Fox Tree Circle.

The project includes replacement of 523' of sanitary sewer on Milwaukee Avenue installed in 1908. Storm sewer investigation will be completed on all streets with repairs being completed as necessary.

The annual sidewalk repairs, curb & gutter repairs, and additional utility improvements will be coordinated with the roadway improvements.

Right of way acquisition will be complete at the end of Dale Drive bringing the existing terminus into the city. As part of this work Dale Drive will be reconstructed at the terminus to bring the road to public standards.

Section A. – Scope of Services

Engineer shall perform the following Services:

1. Provide topographic survey and mapping, field reviews and plan preparation for the resurfacing of:
 - a. Milwaukee Avenue from State Street Lewis Street.
 - b. W. State Street from Milwaukee Avenue to McHenry Street
 - c. West State Street from Elmwood Drive to Milwaukee Avenue
 - d. Fox Tree Circle from Browns Lake Drive to End

Plans will include location and detail of pavement and base removals, new asphaltic paving, sidewalk repairs and curb and gutter replacement. Utility improvement plans will be prepared for approximately 523 feet of sanitary sewer and lateral replacements, and storm sewer replacement as needed. It is anticipated that a traffic control plan will be prepared for this work. As required by federal law accessible ramps will be review and replaced as needed to meet minimum standards for access.

2. Provide plan preparation with the coordination of City staff for the repair of sidewalks in complaint areas within the City.
3. Provide utility coordination of all private utilities for all streets including utility location for survey of street improvements requiring grading or utility improvements/repairs.
4. Provide construction cost estimate for all streets, sidewalk and utility improvements.
5. Prepare and provide Project Manuals for both the sidewalk program as well as the 2019 Street Program including but not limited to Advertisement for Bids, Instruction to Bidders, Bid Form, Bidder's Qualification Statement, Agreement, and General Conditions of Contract, Supplementary Conditions, and Special Provisions.
6. Provide survey and legal description for the conversion of Dale Drive into public right of way. Prepare plans and details for construction of the Dale Drive terminus bringing it to city standards.
7. Attend Bid Opening.
8. Review Bids and make recommendation for award, and coordinate notice of award, agreement, and notice to proceed documentation.
9. Attend meetings as required and provide updates to the Department of Public Works.

Construction Management Activities

10. Provide administrative services to manage client coordination/invoicing, project schedules, contract change order documentation, establish project logs, formatting monthly contract quantity estimating and contractor invoicing and contract closeout documentation for base bid projects.
11. Provide construction survey staking for necessary items within the construction contract. This survey provides for a "one time" staking for a particular item. If the contractor damages any stakes, they shall be responsible for the cost to replace those damaged stakes.
12. Coordinate and complete necessary material testing services for work completed.
13. Process payment requests from the contractor for their work and prepare recommendation for payment for City approval. Complete final close out documentation and acceptance of improvements memorandum. **(This task is**

completed on a monthly basis and is completed for all work approved for the prior month.)

14. The Engineer will be responsible for notifying, scheduling, conducting, documenting, and distributing minutes of the preconstruction conference.
15. Prepare and provide project update memorandum and provide copies of the daily journal entries to City staff weekly.
16. Attend meetings as needed and coordinate with adjacent property owners and business as needed.
17. Upon project completion, all utility data and as-built information will be transferred to the City GIS system for permanent records. In addition, as-builts, and AutoCAD information will be provided for City record.
18. As part of the 2019 Street improvement program updates to the Burlington road inventory ratings will be assessed and completed through the Wisconsin Department of Transportation WISLR program. Staff will assess all city inventory (Possibly with the assistance of public works) and update the WISLR system as well a City mapping accordingly.
19. It is anticipated the construction work under the 2019 City of Burlington - Street and Sidewalk Improvement Program will begin on or after May 6, 2019 and be completed by September 20, 2019. This schedule has been provided for estimating purposes only. Engineer and staking construction services are estimated on the engineering and survey staff being on site as needed and completing project paperwork for a construction period of up to 20 weeks.

Section B. – Schedule

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

1. Provide “Preliminary Plans” to the Department of Public Works for review and comment on or before February 22, 2019.
2. Provide “Draft” Final Plans and Specification to the Department of Public Works for review on or before March 8, 2019.
3. Final plans and project manual complete for bid on or before March 21, 2019.
4. Anticipated Bid Opening of April 4, 2019 with recommendation to council for April 16, 2019 meeting.

Section C. – Compensation

In return for the performance of the foregoing obligations, Owner shall pay to Engineer an amount not-to-exceed Two Hundred and five Thousand Six Hundred Fifty-Four Dollars (\$205,654.00) payable according to the following terms:

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

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

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

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

Owner: City of Burlington

Engineer: Kapur & Associates, Inc.

By: _____

By: Gregory L. Governatori

Signature: _____

Signature: _____

Title: _____

Title: Project Manager

Date: _____

Date: _____

Kapur Associates, Inc.
Summary of Staff Hours and Labor Costs
for the
City of Burlington

TASK ORDER 109

Burlington 2019 City Street Program- Attachment A

CLASSIFICATION	ACT. Code	Project Manager		Senior Project Engineer		Surveyor		Staff Engineer II		Construction Engineer		GIS Technician		Survey Crew		Total Labor	
		Hours	Dollars	Hours	Dollars	Hours	Dollars	Hours	Dollars	Hours	Dollars	Hours	Dollars	Hours	Dollars	Hours	Dollars
Average Hourly Wage		\$139.00		\$112.00		\$95.00		\$80.00		\$93.00		\$80.00		\$115.00			
Milwaukee Avenue																	
Review Master Plan/Field Review				4	\$448.00			8	\$640.00	8	\$744.00					20	\$1,832.00
Survey/Mapping				8	\$896.00	8	\$760.00	32	\$2,560.00				40	\$4,600.00	88	\$8,816.00	
Meetings as Required		20	\$2,780.00	10	\$1,120.00	8	\$760.00								38	\$4,660.00	
Plan Preparation/Review		10	\$1,390.00	20	\$2,240.00			64	\$5,120.00						94	\$8,750.00	
Traffic Control Plan				20	\$2,240.00			40	\$3,200.00						60	\$5,440.00	
Sanitary Sewer Design				12	\$1,344.00			44	\$3,520.00						56	\$4,864.00	
Storm Sewer Design				4	\$448.00			16	\$1,280.00						20	\$1,728.00	
WDNR Permitting				8	\$896.00			44	\$3,520.00						52	\$4,416.00	
W. State Street																	
Review Master Plan/Field Review				4	\$448.00			8	\$640.00	8	\$744.00					20	\$1,832.00
Survey/Mapping				8	\$896.00	8	\$760.00	32	\$2,560.00				40	\$4,600.00	88	\$8,816.00	
Plan Preparation/Review		10	\$1,390.00	24	\$2,688.00			80	\$6,400.00						114	\$10,478.00	
Traffic Control Plan		10	\$1,390.00					40	\$3,200.00						50	\$4,900.00	
Storm Sewer Design				8	\$896.00			16	\$1,280.00						24	\$2,176.00	
Intersection Design																	
Fox Tree Circle																	
Review Master Plan/Field Review				4	\$448.00			8	\$640.00	8	\$744.00					20	\$1,832.00
Survey/Mapping				8	\$896.00	8	\$760.00	12	\$960.00				8	\$920.00	36	\$3,536.00	
Plan Preparation/Review		10	\$1,390.00	20	\$2,240.00			40	\$3,200.00						70	\$6,830.00	
Storm Sewer Design				4	\$448.00			8	\$640.00						12	\$1,088.00	
2019 WISLR Road Inventory																	
Inventory Roadways				40	\$4,480.00										40	\$4,480.00	
Data Input to WISLR								16	\$1,280.00						16	\$1,280.00	
GIS/Mapping Updates											16	\$1,488.00			16	\$1,488.00	
2019 Sidewalk Improvements																	
Field Reviews								4	\$320.00	4	\$372.00					8	\$692.00
Plan Preparation/Review								4	\$320.00	8	\$744.00	12	\$1,116.00			24	\$2,180.00
Project Manual/Admin		4	\$556.00	12	\$1,344.00										16	\$1,900.00	
Construction Management										64	\$5,952.00				64	\$5,952.00	
Dale Drive Terminus																	
Survey/Mapping						4	\$380.00						4	\$460.00	8	\$840.00	
Plan Preparation/Review				4	\$448.00			30	\$2,400.00						34	\$2,848.00	
Quit Claim/Aquisition						12	\$1,140.00								12	\$1,140.00	
Project Manual/Administration																	
Administration		8	\$1,112.00	16	\$1,792.00			10	\$800.00	20	\$1,860.00				54	\$5,564.00	
Advertisement/Project Manual		4	\$556.00	10	\$1,120.00			24	\$1,920.00	16	\$1,488.00				54	\$5,084.00	
Attend Bid Opening		4	\$556.00												4	\$556.00	
Post Bid Opening Activities										8	\$744.00				8	\$744.00	
Construction Management Activities																	
Construction Management Admin		20	\$2,780.00	40	\$4,480.00			40	\$3,200.00	40	\$3,720.00				140	\$14,180.00	
Shop Drawing Approvals				8	\$896.00			4	\$320.00	8	\$744.00				20	\$1,960.00	
Sanitary Sewer								80	\$6,400.00	140	\$13,020.00		16	\$1,840.00	236	\$21,260.00	
Storm Sewer								40	\$3,200.00	60	\$5,580.00		24	\$2,760.00	124	\$11,540.00	
Roadway								80	\$6,400.00	160	\$14,880.00		40	\$4,600.00	280	\$25,880.00	
As-Builts								40	\$3,800.00	12	\$960.00		24	\$2,760.00	76	\$7,520.00	
GIS Coordination												74	\$6,882.00		74	\$6,882.00	
TOTALS		100	\$13,900.00	296	\$33,152.00	48	4560	864	\$69,720.00	564	\$52,296.00	102	\$9,486.00	196	\$22,540.00	2170	\$205,654
Expenses:																	
Project Total:																\$205,654	



DATE: February 5, 2019

SUBJECT: RESOLUTION 4931(33) - To approve a Suburban Mutual Assistance Response Teams (S.M.A.R.T.) Agreement.

SUBMITTED BY: Mark Anderson, Police Chief

BACKGROUND/HISTORY:

The City of Burlington Police Department recognizes the importance of having the ability to call upon numerous resources in the event of a large-scale emergency. In 2013, the City of Burlington Police Department and other Racine County law enforcement agencies joined the Suburban Mutual Assistance Response Teams (S.M.A.R.T.) which consisted of 38 other law enforcement agencies in Southeastern Wisconsin.

S.M.A.R.T. can be called upon in an emergency situation that threatens or causes loss of life and/or property or exceeds the physical and organizational capabilities of a law enforcement agency. S.M.A.R.T. works like the fire service's MABAS: In the event of a large-scale emergency we would contact SMART and immediately have needed resources responding to our city. The reverse is true as well. At times we may be requested to provide resources to an agency dealing with a major incident. At no time would we deplete the required resources in the city in response to a SMART request; we would only send resources when staffing levels allowed.

As S.M.A.R.T. grows to over 70 law enforcement agencies, the members updated terms of the agreement which can be summarized as follows:

1. The prior Agreement was ambiguous to some extent as to responsibilities in the event of injuries or accidents arising during a S.M.A.R.T. response. The Agreement clarifies the issue by incorporating State law in Section 4 as statutes require that law enforcement officers can assist other officers outside their jurisdiction, and they are deemed to be employees of the Requesting Agency for purposes of liabilities arising out of that Mutual Aid work. The responding Agencies remain the employer of their officers for purposes of compensation, and wages and disabilities, but the Requesting Agencies must pay reimbursement of such costs.
2. The Agreement has been modified to reduce the impression that S.M.A.R.T. has separate corporate status from the participating entities. S.M.A.R.T. is only a collection of participating law enforcement agencies and does not exist as an entity unto itself. This is a mutual aide agreement and it is administered by participating police chiefs and county sheriffs in their capacity as police chief or county sheriff for their municipality.

BUDGET/FISCAL IMPACT:

The City of Burlington paid a one-time membership fee of \$100.00 in 2013.

RECOMMENDATION:

Staff recommends continued participation in the Suburban Mutual Assistance Response Teams (S.M.A.R.T.) program.

TIMING/IMPLEMENTATION:

This item was discussed at the January 15, 2019 Committee of the Whole meeting and scheduled for final consideration at the February 5, 2019 Common Council meeting.

Res 4931(33) SMART Agreement

SMART Members

SMART Agreement

SMART Agreement (old)

**A RESOLUTION TO APPROVE THE SUBURBAN MUTUAL RESPONSE TEAMS
AGREEMENT**

WHEREAS, the Suburban Mutual Assistance Response Teams (“S.M.A.R.T.”) have effectively provided law enforcement mutual aid to its participants since 1994; and,

WHEREAS, the S.M.A.R.T. Mutual Aid Agreement has not been substantially updated since 1994; and,

WHEREAS, the S.M.A.R.T. Mutual Aid Agreement is in need of updating to address certain inconsistencies within the terms and due to changes in the law; and,

WHEREAS, we have received a recommendation from our Chief Executive Law Enforcement Officer, recommending that we enter the S.M.A.R.T. Mutual Aid Agreement which will update and replace the current Agreement and allow for our continued participation in this cooperative mutual aid, to better serve our municipality and the region.

NOW, THEREFORE, BE IT RESOLVED by the governing body for the municipality named below, that the S.M.A.R.T. Agreement is approved and the officials named below are authorized to execute the same on behalf of the municipality.

Introduced: January 15, 2019
Adopted:

Jeannie Hefty, Mayor

Attest:

Diahn Halbach, City Clerk

JEFFERSON

(6 Member)

FORT ATKINSON
JEFFERSON
JEFFERSON COUNTY
LAKE MILLS
WATERLOO
WATERTOWN

KENOSHA

(4 Members)

KENOSHA COUNTY
PLEASANT PRAIRIE
TWIN LAKES
UW PARKSIDE

MILWAUKEE

(21 Members)

BAYSIDE
BROWN DEER
CUDAHY
FOX POINT
FRANKLIN
GLENDALE
GREENDALE
GREENFIELD
HALES CORNERS
MILW CO SHERIFF
OAK CREEK
RIVER HILLS
SAINT FRANCIS
SHOREWOOD
SOUTH MILWAUKEE
STATE FAIR
UW MILWAUKEE
WAUWATOSA
WEST ALLIS
WEST MILWAUKEE
WHITEFISH BAY

RACINE

(7 Members)

BURLINGTON
CALEDONIA
MOUNT PLEASANT
RACINE CITY
RACINE COUNTY
STURTEVANT
WATERFORD TOWN

WALWORTH

(12 Members)

DELAVAN CITY
DELAVAN TOWN
EAST TROY
ELKHORN
FONTANA
GENEVA TOWN
GENOA CITY
LAKE GENEVA
SHARON
UW WHITEWATER
WALWORTH COUNTY
WHITEWATER

WAUKESHA

(21 Members)

BIG BEND
BROOKFIELD CITY
BROOKFIELD TOWN
BUTLER
CHENEQUA
DELAFIELD
ELM GROVE
HARTLAND
MENOMONEE FALLS
MUKWONAGO VILLAGE
MUSKEGO
NEW BERLIN
OCONOMOWOC CITY
OCONOMOWOC LAKE
OCONOMOWOC TOWN
PEWAUKEE CITY
PEWAUKEE VILLAGE
STATE PATROL
SUMMIT
WAUKESHA
WAUKESHA COUNTY

[Municipality]

SUBURBAN MUTUAL ASSISTANCE RESPONSE TEAMS

The undersigned Agencies agree pursuant to Wisconsin Statutes as follows:

Section 1. PURPOSE OF AGREEMENT

This Agreement is made in recognition of the fact that situations may occur which are beyond the ability of the individual law enforcement Agency to deal with effectively in terms of personnel, equipment and available resources. Each Agency in S.M.A.R.T. expresses its intent to assist the other Agencies by assigning some of its personnel, equipment and available resources to permit the law enforcement Agency of each municipality to more fully safeguard the lives, persons and property of all citizens.

Section 2. DEFINITIONS

For the purpose of this Agreement, the following terms are defined as follows:

A. SUBURBAN MUTUAL ASSISTANCE RESPONSE TEAMS

The Wisconsin law enforcement Agencies participating in this Mutual Aid Agreement, collectively.

B. INCIDENT

A situation that potentially threatens or causes loss of life and/or property or exceeds the physical and organizational capabilities of a Law Enforcement Agency. Generally, the word "Incident" within this document refers to situations (emergencies) connected to a law enforcement response to severe storms, floods, hazardous material incidents, transportation accidents, large fires, public disorders, major crimes, barricaded subjects, hostage situations, searches, traffic control, terrorist activities, dignitary protection and other similar occurrences.

C. AGENCY

A law enforcement organization recognized by its city, village, town, county or state.

D. MUTUAL AID

A definite and prearranged written agreement and plan whereby regular response and assistance is provided in the event of Incidents by Requesting Agencies by the Aiding Agency in accordance with the Police Incident Assignments as developed by the Police Chiefs and Sheriffs of the Participating Agencies. (The head of law enforcement for a Participating Agency is referred to herein as "Chief/Sheriff," and collectively the heads

of law enforcement for all Participating Agencies is referred to herein as "Chiefs/Sheriffs". Collectively, and individually the "Chief/Sheriff").

E. PARTICIPATING AGENCY

An Agency that commits itself to this Mutual Aid Agreement by adopting an ordinance or resolution authorizing participation in the program with other Agencies for rendering and receiving Mutual Aid in the event of an Incident in accordance with the Police Incident Assignments, that is accepted into membership. Eligible Agencies must operate in Southeastern Wisconsin, within the counties of Jefferson, Kenosha, Milwaukee, Racine, Walworth and Waukesha.

F. REQUESTING AGENCY

The municipality or legal jurisdiction in which an Incident occurs that is of such magnitude that it cannot be adequately handled by the local law enforcement Agency, that makes a request for Mutual Aid pursuant to this Agreement.

G. AIDING AGENCY

A municipality furnishing police equipment and personnel to a Requesting Agency, pursuant to this Agreement.

H. POLICE INCIDENT ASSIGNMENTS

A predetermined listing of Aiding Agency personnel and equipment that will respond to aid a Requesting Agency.

Section 3. AGREEMENT TO EFFECTUATE THE MUTUAL AID PLAN

The senior on-duty officer of each Participating Agency is authorized to participate with the Participating Agencies in Mutual Aid according to following:

- A. Whenever an Incident is of such magnitude and consequence that it is deemed advisable by the senior on-duty officer of the Requesting Agency to request assistance of the Aiding Agencies he or she is hereby authorized to do so under the terms of this Mutual Aid Agreement.
- B. The senior on-duty officers of the Aiding Agencies are authorized to and shall forthwith take the following action upon receipt of a request for aid pursuant to this Agreement:
 - 1. Promptly determine what resources are required according to the Mutual Aid Police Incident Assignments.
 - 2. Promptly determine if the required equipment and personnel may be committed in response to the request from the Requesting Agency.

3. If so, promptly dispatch the personnel and equipment required to the Requesting Agency in accordance with the Police Incident Assignments.
- C. The rendering of assistance under the terms of this Mutual Aid Agreement is not mandatory. The senior on-duty officer of the Aiding Agency may determine not to respond, for example, if the available personnel and equipment are required for the protection of the Aiding Agency. In that event it is the responsibility of the Aiding Agency to promptly notify the Requesting Agency of the same. The judgment of the senior on-duty officer shall be final.
 - D. The senior on-duty officer of the Requesting Agency, shall assume full responsibility and command for operations at the scene. He or she will assign personnel and equipment, of the Aiding Agencies, to positions when and where deemed necessary.
 - E. It is expected that requests for Mutual Aid under this Agreement will be initiated only when the needs exceed the resources of the Requesting Agency. Aiding Agencies will be released and returning to duty in their own community as soon as the situation is restored to the point which permits the Requesting Agency to adequately handle it with its own resources. Aiding Agencies may also return to duty in their own community at any time, upon notifying the senior on-duty officer of the Requesting Agency, if the senior on-duty officer of the Aiding Agency determines the required equipment and personnel should no longer be committed to the Incident.

Section 4. STATUTORY AUTHORITIES

This Agreement is entered pursuant to Wisconsin Statutes §66.0301. The following statutory rights and responsibilities shall apply.

- A. Wisconsin Statutes §66.0313: Law enforcement; mutual assistance.
- B. Wisconsin Statutes §66.0513: Police, pay when acting outside county or municipality.
- C. Wisconsin Statutes §895.35: Expenses in actions against municipal and other officers.
- D. Wisconsin Statutes §895.46: State and political subdivisions thereof to pay judgments taken against officers.

To ensure compliance with State laws and to avoid ambiguity, all future amendments and recodification of the foregoing statutes, and judicial interpretations thereof, are incorporated herein and shall apply. Nothing contained within this paragraph or Agreement is intended to be a waiver or estoppel of the municipality or its insurer to rely upon the limitations, defenses, and immunities contained within Wisconsin law, including those contained with Wisconsin Statutes 893.80, 895.52, and 345.05. To the extent that indemnification is available and enforceable, the municipality or its insurer shall not be liable in indemnity or contribution for an amount greater than the limits of liability for municipal claims established by Wisconsin law.

Section 5. COOPERATION

Nothing herein shall be interpreted to prevent member municipalities from voluntarily cooperating in law enforcement services, including voluntary sharing of equipment or facilities, and voluntarily providing services without seeking reimbursement of costs. Each Participating Agency hereby authorizes its Chief/Sheriff to exercise discretion in cooperating with Participating Agencies. Such discretion includes, but is not limited to, the discretion to waive rights of reimbursement of costs incurred in customary, routine and ordinary activities involving costs, salaries and benefits other than worker's compensation. Such waiver of rights of reimbursement of costs for worker's compensation or significant events involving death or catastrophic injury shall be exercised by the Chief/Sheriff upon consultation with and approval by the municipality's governing body.

Section 6. INSURANCE

Each Participating Agency shall maintain insurance coverage to protect against risks arising out of this Agreement, which shall include general liability coverage, automobile liability coverage, workers compensation coverage, and such additional coverage and amounts as further specified by the Chiefs/Sheriffs. Such coverage shall be endorsed, if necessary, to cover claims arising out of contractual liabilities.

Section 7. NO THIRD PARTY BENEFICIARIES

This Agreement is solely between the Participating Agencies, each of whom acts individually in the performance of this Agreement. There are no third party beneficiaries to this Agreement. No separate entities are hereby created.

Section 8. ADMINISTRATION

This Agreement shall be administered by the Chiefs/Sheriffs of the Participating Agencies. The Chiefs/Sheriffs are empowered to carry out the intentions of this Mutual Aid Agreement through all administrative means including the following:

- A. *Determination of membership.* The Chiefs/Sheriffs may determine eligibility for membership, accept new Agencies into membership, maintain records of who is currently a member at any time, determine criteria for termination from membership, and enforce termination of membership.
- B. *Membership fees/dues.* The Chiefs/Sheriffs may establish a fee to join into membership, and dues that may be required on a periodic basis to pay for the operations associated with administering this Agreement.
- C. *Officers and directors.* The Chiefs/Sheriffs may delegate their administrative responsibilities by creating administrative subunits, officers, directors and system managers, whose authority and duties may be described in by-laws and operating

procedures that the Chiefs/Sheriffs may adopt. All such officers, directors, by-laws and operating procedures in effect pursuant to the predecessor to this Agreement on the effective date of this Agreement remain in effect following the effective date of this Agreement.

- D. *Request and response protocols.* The Chiefs/Sheriffs may further define all protocols for making requests and responding to requests for service pursuant to this Mutual Aid Agreement.
- E. *Status.* All Chiefs/Sheriffs administering this Agreement, in any capacity, do so solely by virtue of their capacity as Police Chief or County Sheriff, and shall not be compensated by SMART.
- F. *Testing procedures.* The Chiefs/Sheriffs may establish and execute testing procedures, to ensure readiness for timely Mutual Aid response.
- G. *Method of decision making.* Actions taken by the Chiefs/Sheriffs shall be by majority vote of the quorum of Chiefs/Sheriffs or their designees present and voting, with 50% of the Chiefs/Sheriffs constituting a quorum, except that the Chiefs/Sheriffs may delegate these authorities and modify these terms within the duly adopted by-laws and operating procedures.

Section 9. TERMINATION

Any Agency may withdraw from the Suburban Mutual Assistance Response Teams Agreement by notifying the Chiefs/Sheriffs of the other Participating Agencies in writing, whereupon the withdrawing Agency will terminate participation ninety (90) days from the date of written notice. The Chiefs/Sheriffs may adopt procedures for terminating Agencies who fail to comply with the terms of this Agreement as administered by the Chiefs/Sheriffs, and may exercise that authority.

Section 10. EFFECTIVE DATE

This Agreement supersedes an agreement on the same subject between the same parties. The effective date for this Agreement and the termination of the prior agreement shall be as follows:

- A. This Agreement shall first take effect when it has been duly approved in writing by all municipalities shown in attached Appendix 1 (the “Current Members”), and executed by such authorized officials. On the date of the last such approval, the predecessor to this Agreement is thereby terminated and this Agreement is effective.
- B. In the event fewer than all of the Current Members choose to enter this Agreement prior to March 1, 2019, those municipalities who have approved this Agreement and executed it may give notice and terminate their participation in the prior agreement per

its terms, in which case this Agreement shall be effective for such members on the date of their termination of participation in the prior agreement.

- C. Following its initial effective date, this Agreement shall thereafter be effective for Agencies joining thereafter when the Agreement has been duly approved in writing by such Agency, duly executed by authorized officers of the Agency, and the Agency has been accepted into membership by the Chiefs/Sheriffs of the Participating Agencies. The adoption and signature on this Agreement constitutes an offer, which becomes a binding contract upon acceptance by the Chiefs/Sheriffs.

Section 11. COUNTERPARTS.

This Agreement may be executed in multiple counterparts, each of which is an original and all of which taken together form one single document. Signatures delivered in original form or facsimile shall be effective.

[signatures follow on page 7]

Signature Page for Suburban Mutual Assistance Response Teams Agreement

IN WITNESS WHEREOF, this Agreement has been duly executed by the following parties on the _____ Day of _____, 2018

[Municipality/Legal Jurisdiction]

[Municipal Official]

[Chief of Police or Sheriff]

ATTEST:

[Municipal Clerk/Witness]

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CITY OF BURLINGTON POLICE DEPARTMENT
SUBURBAN MUTUAL ASSISTANCE RESPONSE TEAMS

The undersigned agencies agree pursuant to Wisconsin Statutes as follows:

Section 1. **PURPOSE OF AGREEMENT**

This agreement is made in recognition of the fact that situations may occur which are beyond the ability of the individual law enforcement agency to deal with effectively in terms of personnel, equipment and available resources. Each agency identified on Appendix 1 expresses its intent to assist the other agencies identified on Appendix 1 by assigning some of its personnel, equipment and available resources is to permit the law enforcement agency of each municipality to more fully safeguard the lives, persons and property of all citizens.

Section 2. **DEFINITIONS**

For the purpose of this agreement, the following terms are defined as follows:

- A. **SUBURBAN MUTUAL ASSISTANCE RESPONSE TEAMS**

An organization of Southern Wisconsin law enforcement agencies participating in this mutual aid agreement.

- B. **INCIDENT**

An emergency situation that threatens or causes loss of life and property and exceeds the physical and organizational capabilities of a unit of the local government.

- C. **AGENCY**

A law enforcement organization recognized by its city, village, or county.

- D. **MUTUAL AID**

A definite and prearranged written agreement and plan whereby regular response and assistance is provided in the event of incidents by requesting agencies by the aiding agency in accordance with the police incident assignments as developed by the Police Chiefs/Sheriffs of the participating agencies.

- E. **PARTICIPATING AGENCY**

An agency that commits itself to this mutual agreement by adopting an ordinance or resolution authorizing participation in the program with other agencies for rendering and receiving mutual aid in the event of an incident in accordance with the police incident assignments.

F. REQUESTING AGENCY

The municipality in which an incident occurs that is of such magnitude that it cannot be adequately handled by the local law enforcement agency.

G. AIDING AGENCY

A municipality furnishing police equipment and personnel to a requesting agency.

H. POLICE INCIDENT ASSIGNMENTS

A predetermined listing of personnel and equipment that will respond to aid a requesting agency.

Section 3. **AGREEMENT TO EFFECTUATE THE MUTUAL AID PLAN**

The [municipal official] of each participating municipality is authorized on behalf of that municipality to enter into and from time alter and amend on the advice of the Police Chief/Sheriff and with the consent and authorization of the governing body of that municipality, and with the agreement of other municipalities for mutual aid according to following:

- A. Whenever an incident (emergency) is of such magnitude and consequence that it is deemed advisable by the senior on-duty officer of the requesting agency to request assistance of the aiding agencies through the senior on-duty officer, he or she is hereby authorized to do so under the terms of this mutual aid agreement, and they are authorized to and shall forthwith take the following action:
1. Immediately determine what resources are required according to the mutual aid police incident assignment.
 2. Immediately determine if the required equipment and personnel can be committed in response to the request from the requesting agency.
 3. Dispatch immediately the personnel and equipment required to the requesting agency in accordance with the police incident assignment.
- B. The rendering of assistance under the terms of this mutual aid agreement shall not be required in accordance with the police incident assignments if the commanding officer of the aiding agency determines that the available personnel and equipment are required for the protection of the aiding agency. In that event it is the responsibility of the aiding agency to immediately notify the requesting agency of the same. The judgment of the commanding officer shall be final.
- C. The senior officer present, of the requesting agency, shall assume full responsibility and command for operations at the scene. He or She will assign personnel and equipment, of the aiding agencies, to positions when and where deemed necessary.

- D. It is expected that requests for mutual aid under this agreement will be initiated only when the needs exceed the resources of the requesting agency. Aiding agencies will be released and returning to duty in their own community as soon as the situation is restored to the point which permits the requesting agency to adequately handle it with its own resources or is no longer able to provide assistance per paragraph (3)(b) herein.
- E. All service performed under this agreement shall be rendered without reimbursement of any party from the other(s). Requests for indemnification for unusual or extraordinary and unanticipated costs incurred in the performance of mutual aid may be submitted by the aiding agency to the requesting agency for consideration of its Board or Council which may authorize payment in the exercise of discretion.
- F. Pursuant to S66.305 Wis.Stats., law enforcement personnel who provide mutual aid assistance shall be deemed an employment of the requesting agency for the purpose of S895.35 and S895.36 Wis. Stats.
- G. The Police Chiefs/Sheriffs of the participating agencies shall maintain a governing board and establish an operation plan for giving and receiving aid under this agreement. Said plan shall be reviewed, updated, and tested at regular intervals.

Section 4. **TERMINATION**

Any agency may withdraw from the Suburban Mutual Assistance Response Teams agreement by notifying the Police Chiefs/Sheriffs of the other participating agencies in writing, whereupon the withdrawing agency will terminate participation ninety (90) days from the date of written notice.

Section 5. **ADOPTION**

This mutual aid agreement shall be in full force and effect with the passage of approval of a companion ordinance or resolution by all participating municipalities, in manner provided by law, and in the signing of this agreement by the [municipal official] or other governing body of the municipality.

IN WITNESS WHEREOF, this agreement has been duly executed by the following parties On the 3rd Day of JULY, 2013:

City of Burlington

[Municipality]


KEVIN LANGER

[Municipal Official]


PETER NIMMER

[Chief of Police or Sheriff]

ATTEST:



[Municipal Clerk]



DATE: February 5, 2019

SUBJECT: MOTION 18-913 - To consider approval of a Certificate of Appropriateness and recommendation regarding the revised signage for property located at 457 Milwaukee Avenue.

SUBMITTED BY: Gregory Guidry, Building Inspector

BACKGROUND/HISTORY:

This item is coming before the Common Council for approval of a Historic Preservation District Certificate of Appropriateness and a recommendation of signage at 457 Milwaukee Avenue. The applicant, Life Bridge Church, proposes to repaint signage on the western façade. The western façade has changed throughout the years, with the painted signs advertising the particular business located within the building. Though the brands have changed, the style and colors of these signs have preserved a consistent aesthetic. The existing signage is a unique one of a kind sign that was installed prior to any sign ordinance, or any Historical District Guidelines (approximately the early 1950's), giving it significance as a historical sign reference for the downtown area. Please note the different font styles they use in the existing signage as well as the letter sizes. The proposed signage for LifeBridge Church maintains this historic aesthetic, while updating the information presented to reflect the new use.

The originally proposed signage (example #1) features the name and logo of LifeBridge Church, its vision statement, a welcome message, and service times. Each of these elements is framed in a way that mirrors the existing layout that features appliance brands. The proposed signage will also mirror typography of the former Chevrolet signage that was featured on this building, with a primary dark text color on white background, and a contrasting white text on blue background, serving to highlight the primary logo. The signage will utilize both sans serif font and cursive, just as the original Chevrolet signage did. Though larger than what is explicitly permitted for signage in the Historic Preservation Overlay District, the proposed signage will maintain the maximum letter height of the existing signage. For your convenience a copy of the originally proposed signage is attached.

The Historic Preservation Commission approved this signage at the October 3, 2018 special meeting with a vote of 3 to 1.

On November 29, 2018 the applicant submitted a revised sign (example #2) for HPC consideration showing the reduction of words, reduction of the cursive font and size, number of signs, and eliminated the curved lettering. The Commissioners denied the revised design with a vote of 4 to 3.

As a reminder, the Common Council approved a change in the HPC sign ordinance at their February 16, 2016 meeting to allow a sign permit request in the Historic Preservation Overlay (HPO) District be approved by the Building Inspector following the recommendation of the Historic Preservation Commission (HPC), without Common Council consideration. As this signage request is unusual per regulations in the zoning code, although closely replicating what is currently on the building in regards to size and features, staff seeks the Common Council's final recommendation regarding this sign proposal.

BUDGET/FISCAL IMPACT:

N/A

RECOMMENDATION:

The Historic Preservation Commission (HPC) recommended approval of the Certificate of Appropriateness application and original sign design at their October 3, 2018 meeting. The HPC recommended denial of the Certificate of Appropriateness and revised sign design at their November 29, 2018 meeting.

As Building Inspector, performing the review for the proposed signage on the west side of the building located at 457 Milwaukee includes the following tools in the City’s sign ordinance, the Burlington Historic Downtown Main Street District Standards Guidelines, and previous HPC decisions for signage on the side of the building. The sign ordinance, 315-62 through 315-83 are rules allowing staff to enforce signage, and the Historic Downtown Guideline as stated on page 14 “are recommendations and for the intention of promoting voluntary change”, which are not enforceable rules. For reference, our sign ordinances for the downtown area are 315-74 through 315-83.

The Building Inspector has the final decision on whether or not to approve the installation of the signs; however, staff seeks the Common Council’s final recommendation regarding this sign proposal.

TIMING/IMPLEMENTATION:

This item was originally discussed and then tabled at the November 20, 2018 Committee of the Whole meeting. This item is for discussion again at the February 5, 2019 Committee of the Whole meeting and per common practice is scheduled for final consideration at the Common Council meeting the same evening.

Attachments

- Building Inspector Memorandum
 - Original Design (#1)
 - Revised Design (#2)
 - HPC Minutes 11-29-18
-



DATE: January 24, 2019

TO: Mayor and Common Council

FROM: Gregory Guidry, Building Inspector

RE: Life Bridge Church signage at 457 Milwaukee Avenue

Thank you Mayor and members of the Common Council,

The purpose of this memo is to provide insight to my future decision making process regarding potentially approving the signage at 457 Milwaukee Avenue.

Staff is bringing before you for further discussion the proposed signage on the west side of Life Bridge Church at 457 Milwaukee Avenue, in light of a recent revision to the design that was denied at the November 29, 2018 Historic Preservation Commission (HPC) meeting. The Building Inspector has the final decision on whether or not to approve the installation of the signs; however, I want your feedback and to provide insight regarding my thought process towards my future decision.

Ordinances, guidelines and codes are created to protect and maintain the aesthetics, integrity and value of the city and community. All ordinances cannot be written to cover all situations. That is why when staff reviews are done, the reviewer considers color, size and wording, but also the intent and purpose of the ordinance written. After considering all pertinent topics to the proposal, we make our recommendation. In the past you have had many reviews come before you that state that the proposal does not meet the exact ordinance, but the reviewer still recommends approval. As the Building Inspector, I often use this same procedure in my inspections.

One prime example of the HPC's past review that considered the intent and purpose of the ordinance and not the exact wording was the approval Life Bridge Church was given at its June 14, 2016 HPC meeting to install signage on the south side/street side of the building with larger than permitted letters, it just looked architecturally correct. Please remember, the original signage proposal for the west side of the building was voted on and approved by the Historical Preservation Committee with the recommendation from our city planner Graef, after a thorough review. I included some photos of the existing wall and the previously approved signage by Life Bridge Church.

All city boards and commissions review bodies do consider many topics including whether our decision will set a precedence, or if it will have an adverse effect on the neighbors and community. We consider each proposal thoroughly, one at a time, on its own merit. The signs on the west side of the old Bigelow building are quite a unique one-of-a-kind situation. The old signs are historical in that they were installed

prior to there being any historical district or zoning regulations. Maybe that is why the previous Zoning Administrator did not have these sign removed as he recognized the historical significance. The Life Bridge Congregation family wants to replace the historical signs with their own signs and maintain some historical character.

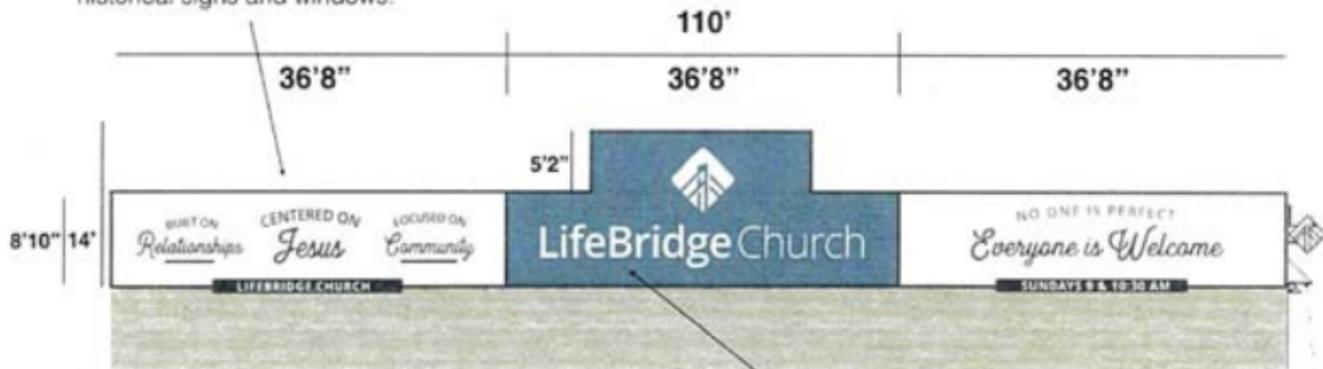
Previously you have been given much information on City ordinances and the Historical Downtown District "Guidelines". It is not my position to discuss whether or not these signs meet these regulation or guidelines, because by the letter of the ordinance, they do not.

In conclusion remember this, Ordinances, guidelines, and codes are created to help maintain the aesthetics and value of our city and community. They cannot and should not always be held to the strict wording of the ordinances. As I stated earlier, ordinances can never be written to cover all situations and circumstances, whereas, this proposed sign fits one of those unwritten situations. We have to remember to keep the intent and purpose of the ordinance in mind and make a rational decision after looking at the entire situation.

Thank you again for your input.

HPC Signage approved
Oct. 3, 2018

Curved/arched style commonly found in historical signs and windows.



Max Letter Height: 48"
Existing Letter Max Height- 48"

Extend existing Blue Area to entire Center section.

HPC Signage denied
Nov. 29, 2018

REVISED DESIGN



- ◆ **REDUCED CONTENT FROM 22 WORDS TO 12**
- ◆ **REDUCED MAX LETTER HEIGHT FROM 48" to 36" & 24"**
- ◆ **REDUCED CURSIVE FONT from 6 Words to 4 at Half the size**
- ◆ **ELIMINATED CURVED LETTERING ENTIRELY**



**HISTORIC PRESERVATION COMMISSION
MEETING MINUTES
Thursday, November 29, 2018**

The meeting was called to order by Chairman Darrel Eisenhardt at 6:30 p.m. Aldermanic Representative Susan Kott; Commissioner Frank Capra; Commissioner Steve Wagner; Commissioner Ken Morrison; Commissioner Kevin O'Brien; and Commissioner Daniel Colwell were present. Student Representative Grace Lashbrook was present. Student Representative Tyler Van Patten was excused.

CITIZEN COMMENTS

Judith Schulz, 533 Milwaukee Avenue, stated that 533 Milwaukee Avenue is on the National and State Register, and building owners should be aware of tax credits they can receive. Ms. Schulz handed out pictures of old buildings that had the paint removed.

APPROVAL OF MINUTES

Commissioner Wagner corrected the minutes to read “the fire escape will look like it is in the horizontal rest position”. Commissioner Wagner moved, and Commissioner Colwell seconded to approve the minutes of October 25, 2018.

LETTERS AND COMMUNICATIONS

None

OLD BUSINESS

None

NEW BUSINESS

A. A Certificate of Appropriateness application from Jon Thorngate of Lifebridge Church for property located at *457 Milwaukee Avenue* to paint signage on the side wall. This item was at the October 3, 2018 meeting.

- Chairman Eisenhardt introduced and opened this item for discussion.
- Attorney John Bjelajac explained the version of the law, and the outcome from the November 7, 2018 Council meeting. Attorney Bjelajac handed out the City Ordinance for signage, and stated the decision is not made on the content of the sign, but rather what is in the ordinance. Attorney John Bjelajac further stated the building inspector would have the final decision.
- Jon Thorngate, 224 Peters Parkway, presented the revised design of the sign that was scaled down, as well as the cursive that became secondary, because the Historic Preservation Commissioners stated the original sign was too large and busy. Aldermanic Representative Kott mentioned that Gregory Guidry, Building Inspector, wrote a review in 2016 which states the signage was non-conforming and would have to be painted over. Aldermanic

Representative Kott asked why Mr. Thorngate budgeted for signage when he knew it was non-conforming. Mr. Thorngate replied he does not recall that, but remembers that the signage had to be reviewed at a later date. Mr. Thorngate stated the intention was to always put a sign there, and wanted to resemble the size and style of the existing sign.

- Commissioner Colwell asked for a recap since he was not present at the October 3, 2018 meeting.
- Chairman Eisenhardt explained the discussion was regarding the wording, size of the letters, and the previous Bigelow signage. Chairman Eisenhardt further explained that years ago there was no signage. Tanya Fonesca, Graef, explained the recommendation to approve, was based on the historical context of the downtown businesses.
- Commissioner O'Brien asked if there is verbiage in the city ordinance when a building changes hands, if the paint has to be removed and the brick painted to the original natural color. Ms. Fonesca answered no, there is no language in the ordinance that states it has to be painted to the original brick color. Commissioner O'Brien questioned in order to maintain the historical look of the building, then maybe the brick should go back to the original color. Ms. Fonesca responded that it is up to the Historical Preservation Commissioners. Ms. Fonesca explained many historical committees operate differently, whether it is going with the original look when the building was built or allowing property owners to do as they wish. The Commissioners discussed when the building was originally painted as the Chevrolet dealership, the guess was around 1950-1960. Aldermanic Representative Kott mentioned that during that era there were no codes or even a historic district. Mr. Thorngate stated the Commissioners should not base the decision on an estimated timeline. Mr. Thorngate further stated the paint cannot be removed from the brick, because the brick is in bad condition and it is too expensive to repair.
- Commissioner Morrison clarified that no paint is to be applied to any brick, and questioned how the deteriorated brick could be updated. Chairman Eisenhardt replied that either a special stripper could be used if it has been previously painted, or re-painted to the original brick color if it is beyond repair. Ms. Fonesca asked where in the guidelines it says that it has to be painted to the original brick color. Ms. Fonesca stated she found where it says brick cannot be painted, unless it has been previously painted. Chairman Eisenhardt stated in the Historic Downtown District Guideline it mentions the ways that are not recommended for protection of masonry. Ms. Fonesca explained those are guidelines and not requirements. Mr. Thorngate questioned if the Commissioners would like to see the brick plain, even though it has been painted that way for over 60 years, verses not removing the paint. Commissioner Colwell responded that the guidelines read the paint shall be removed if it does not damage the building, but re-painted if there is damage.
- Attorney John Bjelajac reminded the Commissioners the application is for signage and not for the wall. Commissioner Colwell stated if there was a sign there previously and it is appropriate for signage in that location, regardless of the content and it meets the needs, then the sign should be approved. Commissioner Capra stated he thought the purpose of this committee was to bring buildings back to its original condition. Mr. Guidry explained that in 2016 a sign was never presented, only discussed. Mr. Guidry further explained at that time he was under the

impression that signs were not allowed to be painted on the building, and since then Attorney John Bjelajac has informed Mr. Guidry that signage is allowed. Chairman Eisenhardt commented the grant application in 2016 was budgeted for painting over the signage. Mr. Thorngate replied at that time the intention was to paint over the signage and come back later, but was not given permission to do so. Mr. Thorngate stated they are trying to work with the city by keeping the color, style, and make an improvement. Mr. Thorngate further stated that side of the building has always had signage, and is more historically looking, as well as allowed according to the codes.

- There were no further comments.
- Commissioner Capra moved, and Commissioner O'Brien seconded to deny the Certificate of Appropriateness for painting the sign.
- Roll call: Chairman Darrel Eisenhardt, nay; Aldermanic Representative Susan Kott, aye; Commissioner Frank Capra, aye; Commissioner Steve Wagner, nay; Commissioner Ken Morrison, aye; Commissioner Kevin O'Brien, aye; and Commissioner Daniel Colwell, nay. Aye – 4, Nay – 3. Motion carried.

B. A Sign Permit application from Jon Thorngate of Lifebridge Church for property located at **457 Milwaukee Avenue** to paint signage on the side wall. This item was tabled at the October 3, 2018 meeting.

- Chairman Eisenhardt introduced and opened this item for discussion.
- There were no comments.
- Aldermanic Representative Kott moved, and Commissioner O'Brien seconded to deny the Sign Permit for painting the sign.
- Roll call: Chairman Darrel Eisenhardt, nay; Aldermanic Representative Susan Kott, aye; Commissioner Frank Capra, aye; Commissioner Steve Wagner, nay; Commissioner Ken Morrison, aye; Commissioner Kevin O'Brien, aye; and Commissioner Daniel Colwell, nay. Aye – 4, Nay – 3. Motion carried.
- Mr. Guidry questioned if this could be brought back to the Council meeting. Attorney Bjelajac replies yes, but stated the signage is ultimately Mr. Guidry's decision for denial or approval. Attorney Bjelajac stated that most of which is approved at a Historic Preservation meeting is recommendation to Council, but the signage is recommendation to Mr. Guidry.
- Aldermanic Representative Kott questioned what the purpose was of having a discussion to deny, and then Mr. Guidry presents it to Council for approval. Mr. Guidry responded that Council does not want signage to come before them that is why the decision making role changed.

DISCUSSION ITEMS

A. Introduction and discussion with the City Planner, Graef, to explain their roles and challenges they will be accepting, as well as a “HPC 101” for the members of the commission.

- Chairman Eisenhardt introduced and opened this item for discussion.
- Ms. Fonesca handed out documents regarding the roles of a Historic Preservation Commission (HPC). Ms. Fonesca explained this is a broad overview, and will need to be brought back to another meeting for a more detailed guidance. There are some decisions that need to be made for property owners, such as; whether or not the building shall be in compliance immediately, given a time period, or work with them until financially able. Ms. Fonesca further explained the city would like to see properties sold, but if the HPC is too restrictive, then owners will not want to come to Burlington. It is important for the purchaser to be aware of what is being required prior to signing papers. The codes can be confusing, but they can be re-written to be simplified. The codes were written decades ago, and things have changed over the years. The purpose of the Historic District is to help stabilize and improve property values, which strengthen the economy. The intent is to provide protection and preservation of structures. There are a few times when an applicant may be required to present the project to the Plan Commission, such as; when there is a change of use or an addition to a building. Aldermanic Representative Kott asked if the Plan Commission is supposed to know the codes for the historic district. Ms. Fonesca responded no, Sign Permit applications are not presented to the Plan Commission, so it is not necessary for them to know the codes. The Plan Commission decides if the project can be completed according to Site Plans. Commissioner Morrison asked if a flow chart for signage and other projects can be provided to help guide how the process works. Ms. Fonesca responded yes, and stated Graef will provide options instead of recommendations in the reviews.

Tyler Van Patten arrived at 6:26 pm.

- Ms. Fonesca stated there are three ways of voting for items on the agenda; 1) approve, 2) deny, or 3) table. Commissioner Wagner asked if an item is approved, can there be conditions so the applicant does not have to come back at a later date. Ms. Fonesca responded yes, as long as the conditions are specific and written in the minutes. Aldermanic Representative Kott questioned if codes could be re-written, such as murals. Ms. Fonesca replied yes, and suggested looking at other municipal codes. Ms. Fonesca further replied the codes can be written to help with the difference between signs and murals. Ms. Fonesca asked the Commissioners to write down their top 5 things that are difficult when reviewing, so it can be changed to make understanding the codes easier.
- Commissioner Colwell questioned if an applicant completes a project without approval, what can be done. Commissioner O’Brien thought there were so many days to apply for a Certificate of Appropriateness (COA), or a fines may be issued. Mr. Guidry asked if a COA is required if an applicant would like to paint a building a different color or the same color. The Commissioners answered a COA is required only if the color is changing.
- Commissioner Wagner asked if there is someone that can be designated to collect old photos. Ms. Fonesca answered that would be helpful. Aldermanic Representative Kott stated Ms.

Schulz and herself would like to put together a binder of old photos for the Commissioners, Historical Society, and City Hall, so the applicant will have the oldest photo available to them.

- Aldermanic Representative Kott asked for information regarding the Kane Street District. Mr. Guidry replied it is a Federal Program and the City does not enforce the rules for repairs.
- Mr. Guidry reminded the Commissioners to read the guidelines and codes.

ADJOURNMENT

Commissioner O'Brien moved, and Commission Morrison seconded to adjourn the meeting at 7:19 p.m. *All were in favor and the motion carried.*

Recording Secretary,

Kristine Anderson
Administrative Assistant



DATE: February 5, 2019

SUBJECT: MOTION 19-921 - To consider approving a Certificate of Appropriateness for property located at 164 E. Washington Street.

SUBMITTED BY: Gregory Guidry, Building Inspector

BACKGROUND/HISTORY:

According to Ch. 315-42E(1), the Common Council must approve any alteration including architectural appearance. Alterations include any exterior change (including painting), addition to, or demolition of any part or all of the exterior of a structure within the HPO District. In determining such approval, the Common Council shall take into consideration the recommendation of the Historic Preservation Committee.

Brian Torgerson, owner, is requesting permission to improve three facades for property located at 164 E. Washington Street.

- The renovation for the front, rear, and side façade of the building, include new windows, new window trim, a new door, and fresh tuck-pointing. The building is in a highly visible location and would benefit from improvements.
- The four storefront windows are proposed to be reduced in size, with 36” of cedar planking added to the bottom, which does not meet the guidelines. The Standards Guidelines reads as follows: “If windows are to be completely replaced, the new units should fill the entire original opening and match the profile of the existing units”.
- Additional details regarding the proposed replacement windows and replacement door are required. Additional details regarding why target windows and doors must be replaced and cannot be repaired are also required. The Standards Guidelines’ philosophy prioritizes repair over replacement whenever possible.
- It should be noted that the applicant has also applied for three façade grants. The property currently has open code violations related to the maintenance of this property.

BUDGET/FISCAL IMPACT:

The owner was awarded three Façade Grants for this project. The front facade was in the amount of \$5,000, the side facade was for \$4,620.76, and the rear facade was for \$4,700 at the January 24, 2019 Historical Preservation Committee (HPC) meeting. All other costs associated with this project will be paid by the property owner.

RECOMMENDATION:

The Historic Preservation Commission (HPC) unanimously recommended approval of the Certificate of Appropriateness application at their January 24, 2019 meeting.

TIMING/IMPLEMENTATION:

This item was discussed at the February 5, 2019 Committee of the Whole meeting and per common practice is scheduled for final consideration at the Common Council meeting the same evening.

Attachments

COA 164 E. Washington St.

Dear HPC Commissioners,

Attached are applications for 3 facade grants for my building at 164 E. Washington Street. The trim on all the windows will be a clear stained cedar board that should go well with the brown brick color. The windows come in 10 different finishes I am going with a brown tone that contrasts the building slightly. In reading through the grant application, I feel that my building qualifies for the 3rd facade grant. I know that 3 facades were awarded to various buildings around the city and my building will be highly viewed by many weddings in the new venue being created by the Lynch's who operate the Mercantile. That space will form an alley like area from the street and flows into the parking lot in the rear that also has a clear view of the rear facade of my building. I have signed an agreement to allow Shad Brannen to pour concrete up to the rear of my building to get rid of all the mud and broken concrete behind the buildings, so they will have a nice finished space for their weddings. Please let me know if you have any additional questions for me.

Thank you,

A handwritten signature in black ink, appearing to read 'Brian Torgerson', with a large, stylized flourish extending to the right.

Brian Torgerson

29820 Woodlawn Drive
 Burlington, WI 53105
 (262) 206-3356



Meeting Your Needs with Quality Home Improvements Since 1984

Proposal Submitted To Brian Torgerson		Phone 262-210-1665	Date 12/06/2018
Street		Job Name	
City, State and Zip Code		Job Location 164 E Washington Street, Burlington, WI 53105	
Architect	Date of Plans	Job	

We hereby submit specifications and estimate for:

Side A (Storefront)

(6) Windows including removal & install	\$2741.51
(6) Custom window framing using cedar planks	\$2000.00
(4) Storefront windows including install	\$6534.00
Knee wall construction including demo	\$3800.00
Front door including removal & install	\$1000.00
Tuckpointing	\$200.00
Materials	\$2600.00
Lift rental	\$920.00
Total	\$19795.51

Side B (Parking lot)

(6) Windows including removal & install	\$2741.51
(6) Custom window framing using cedar planks	\$2000.00
Tuckpointing & brick repair	\$2500.00
Materials	\$2000.00
Lift rental	\$920.00
Total	\$10161.51

Side C (Alley)

(3) Custom window framing using cedar planks	\$1000.00
(3) Custom decorative boarding of old windows	\$1800.00
Extensive tuckpointing & brick repair	\$4500.00
Gutter replacement & repair	\$600.00
Materials	\$1500.00
Lift rental	\$920.00
Total	\$10320.00

We expect this job to take approximately 3 weeks to complete. We request half down once the proposal is accepted, with the balance due once our work is completed.

We propose hereby to furnish material and labor – complete in accordance with above specifications, for the sum of: \$40277.00 dollars. Payment to be made as follows: Half due at proposal acceptance. The remaining balance due once our work is completed.

All material is guaranteed to be as specified. All work to be completed in a workmanlike manner according to standard practices. Any alteration or deviation from above specifications involving extra costs will be executed only upon written orders, and will become an extra charge over and above the estimate. All agreements contingent upon strikes, accidents or delays beyond our control. Owner to carry fire, tornado and other necessary insurance. Our workers are fully covered by Workman's Compensation Insurance.

Authorized Signature _____

Note: This proposal may be withdrawn by us if not accepted within 7 days.

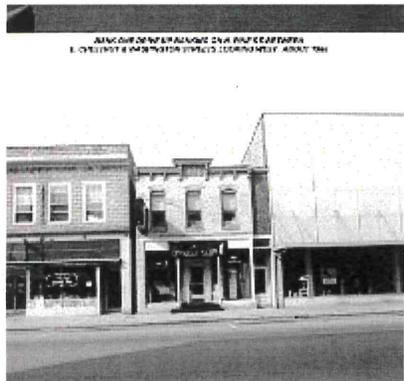
Acceptance of Proposal The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payment will be made as outlined above.

Signature _____

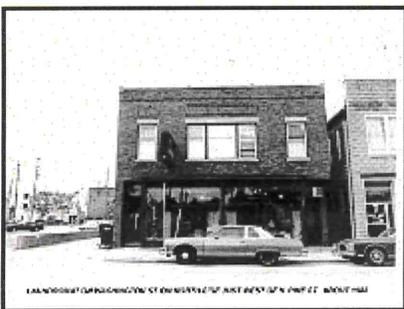
Signature _____

Date of Acceptance: _____

(1) **Businesses O**



BRICK BUILDING ON WASHINGTON ST. ON NORTH SIDE JUST WEST OF N. PINE ST. ABOUT 1940



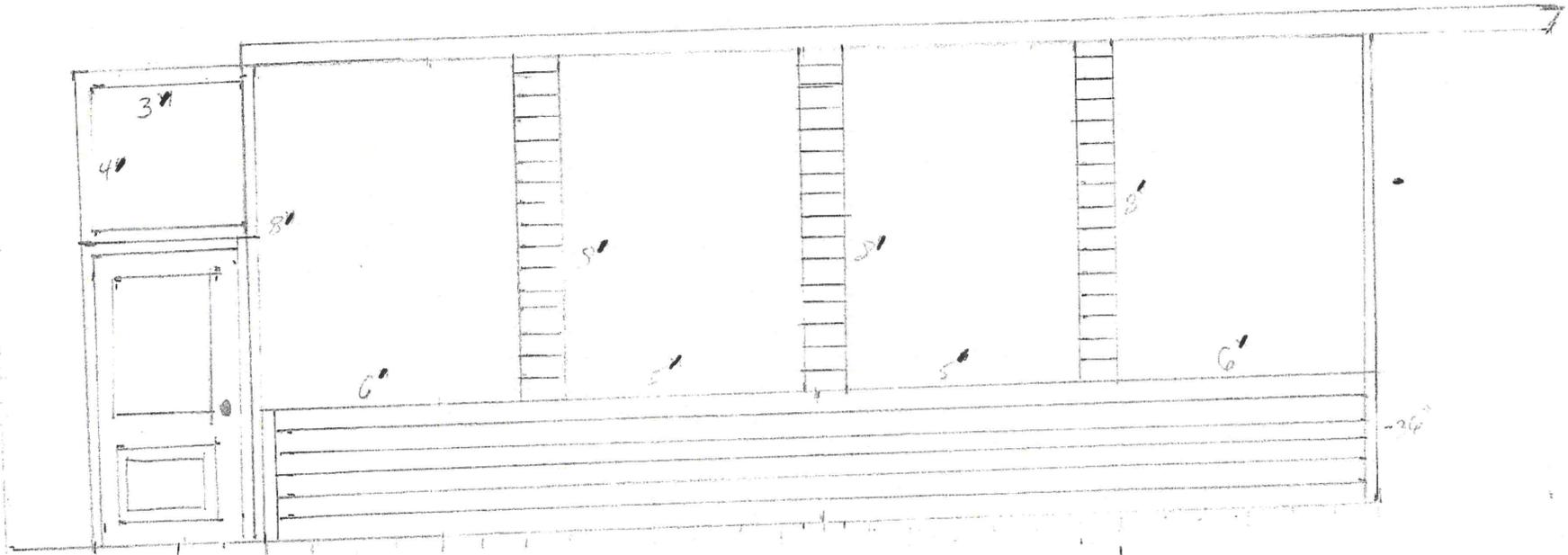
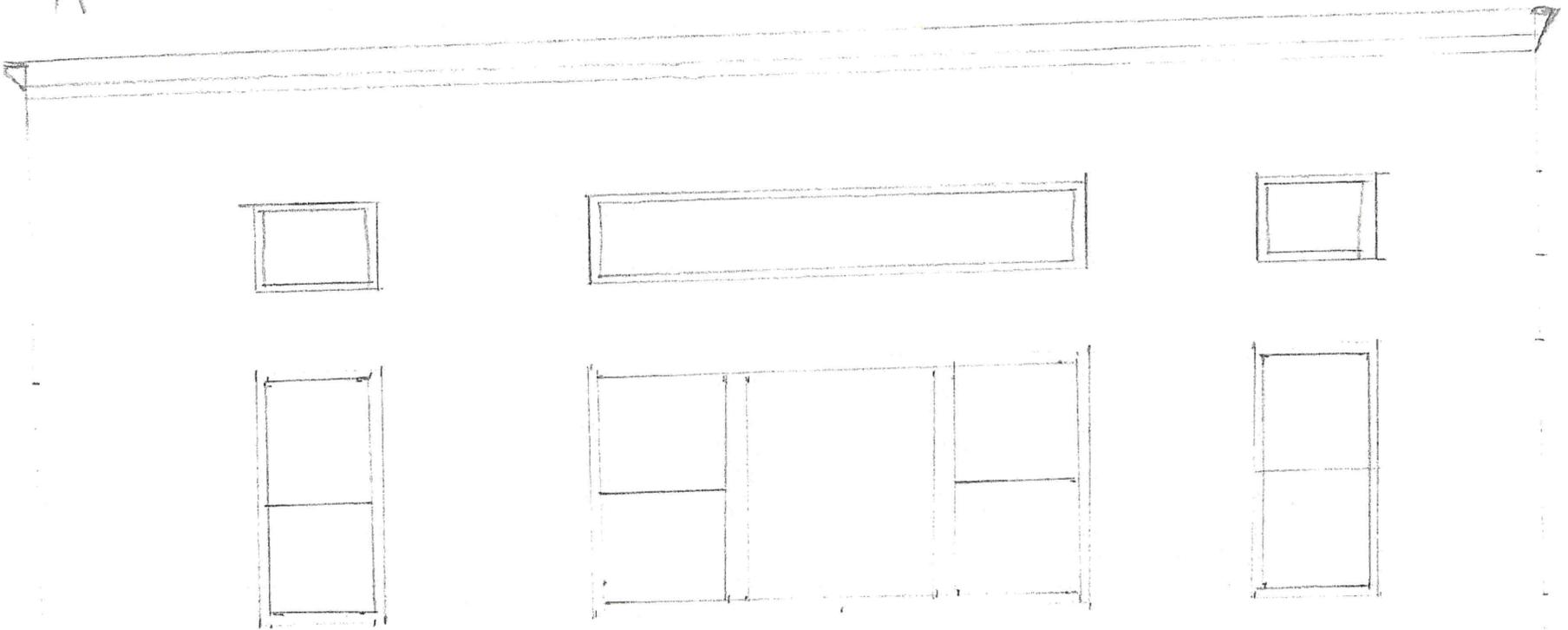
LAUNDROMAT ON WASHINGTON ST. ON NORTH SIDE JUST WEST OF N. PINE ST. ABOUT 1940



LAUNDROMAT ON WASHINGTON ST. ON NORTH SIDE JUST WEST OF N. PINE ST. ABOUT 1940



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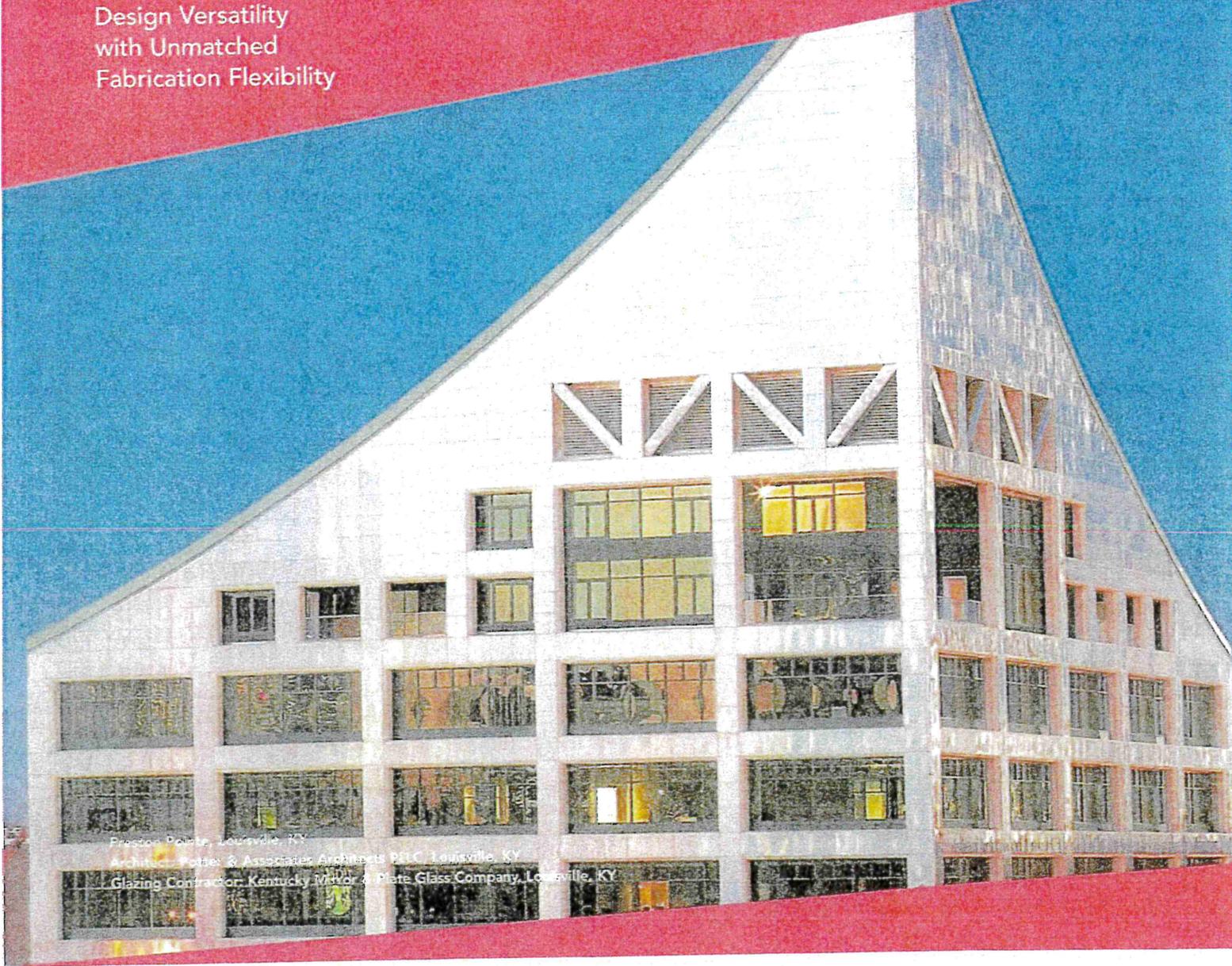




Trifab® VG (VersaGlaze®)

Trifab VG 450, 451 & 451T (Thermal) Framing Systems

Design Versatility
with Unmatched
Fabrication Flexibility



Ernesto Ponce, Louisville, KY

Architect: Ponce & Associates Architects PLLC, Louisville, KY

Glazing Contractor: Kentucky Mirror & Plate Glass Company, Louisville, KY

Trifab® VG (VersaGlaze) is built on the proven and successful Trifab platform – with all the versatility its name implies. Trifab set the standard and Trifab® VG improves upon it. There are enough fabrication, design and performance choices to please the most discerning building owner, architect and installer. Plus the confidence a tried and true framing system instills. Select from four glazing applications, four fabrication methods and multiple infill choices. Consider thermal options and performance, SSG and Weatherseal alternatives and your project takes an almost custom shape whether your architecture is traditional or modern and the building is new or retrofitted.

Aesthetics

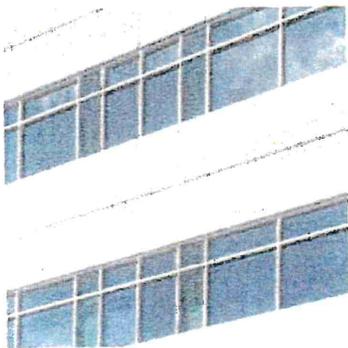
Trifab® 450 has 1-3/4" sight lines and both Trifab® 451 and Trifab® 451T have 2" sight lines, while all three have a 4-1/2" frame depth. Designers can not only choose front, center or back glass planes, they can now add the versatility of multi-plane glass applications, thus allowing a greater range of design possibilities for specific project requirements and architectural styles. Structural Silicone Glazing (SSG) and Weatherseal options further expand the designer's choices.

Trifab® VG can be used on almost any project due to virtually seamless incorporation of Kawneer entrances, Sealair® windows or GLASSvent™ for visually frameless ventilators. These framing systems can also be packaged with Kawneer curtain walls and overhead glazing, thereby providing owner, architect and installer with proven, tested and quality products from a single source supplier.

Economy

Trifab® VG offers four fabrication choices to suit your project:

- **Screw Spline** – for economical continuous runs utilizing two piece vertical members. Provides the option to pre-assemble units with controlled shop labor costs and smaller field crews for handling and installation.
- **Shear Block** – for punched openings or continuous runs using tubular moldings. Provides the option to pre-assemble multi-lite units using shear block clips under controlled shop labor conditions. Clips provide tight joints for transporting large units. Less field time is necessary to fill large openings.
- **Stick** – for fast, easy field fabrication. Field measurements and material cuts can be done when metal is on the job.
- **Type B** – for multi-lite punched openings. Provide option for pre-assembled units for installation into single openings and controlled shop labor costs. Head and sill running through provide fewer joints and require less time to fill large openings.



Brighton Landing, Cambridge, MA
Architects: ADD Inc., Cambridge, MA
Glazing Contractors: Ipswich Bay Glass Company, Inc., Rowley, MA

Trifab® VG 450, 451 and 451T can be flush glazed from either the inside or outside. The Weatherseal option provides an alternative to the structural silicone glazed vertical mullions. This ABS/ASA rigid polymer extrusion allows complete inside glazing and creates a flush glass appearance on the building exterior, without the added labor of scaffolding or swing stages. Optional patented HP

Flashing™ and HP Interlock clip are engineered to eliminate the perimeter sill fasteners and their associated blind seals and are compatible with all glass planes.

Performance

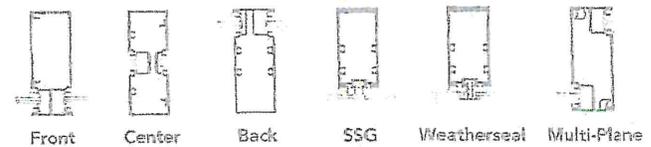
Kawneer's IsoLock™ Thermal Break option is available on Trifab® VG 451T. This process creates a composite section and prevents dry shrinkage.

U-factor, CRF values and STC ratings for Trifab® VG vary depending upon the glass plane application. Project specific U-factors can now be determined for each individual project. (See Kawneer Architectural Manual or Website for additional information)

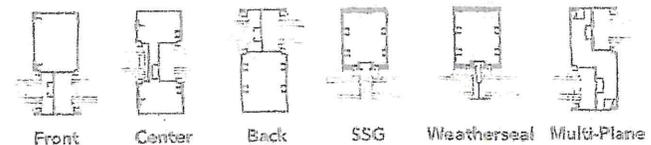
Performance Test Standards

Air Performance	ASTM E 283
Water	AAMA 501 and ASTM E 331
Structural	ASTM E 330
Thermal	AAMA 1503
Thermal Break	AAMA 505 and AAMA TIR-A&B
Acoustical	AAMA 1801 and ASTM E 1425

Trifab VG 450



Trifab VG 451/451T



Finishes

Permadonic Anodized finishes are available in Class I and Class II in seven different colors.

Painted Finishes, including fluoropolymer that meet or exceed AAMA 2605, are offered in many standard choices and an unlimited number of specially-designed colors.

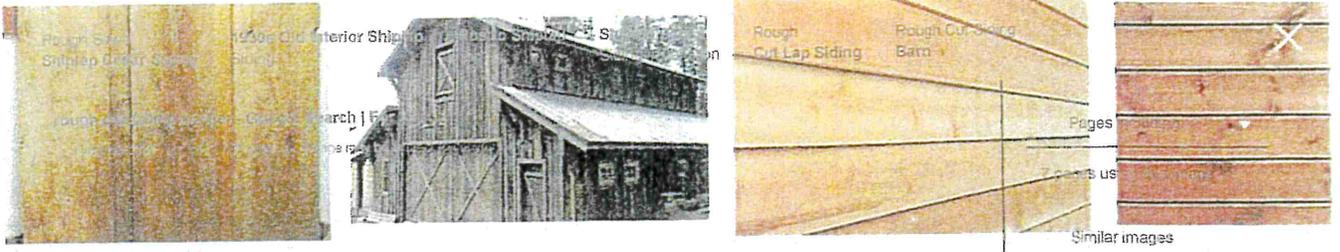
Solvent-free powder coatings add the "green" element with high performance, durability and scratch resistance that meet the standards of AAMA 2604.

Kawneer Company, Inc.
Technology Park / Atlanta
555 Guthridge Court
Norcross, GA 30092

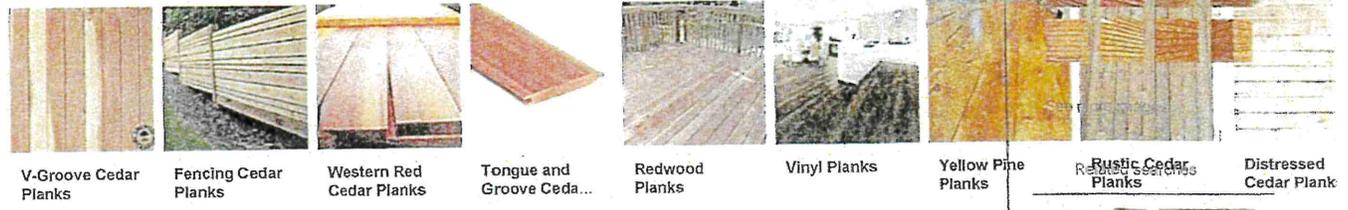
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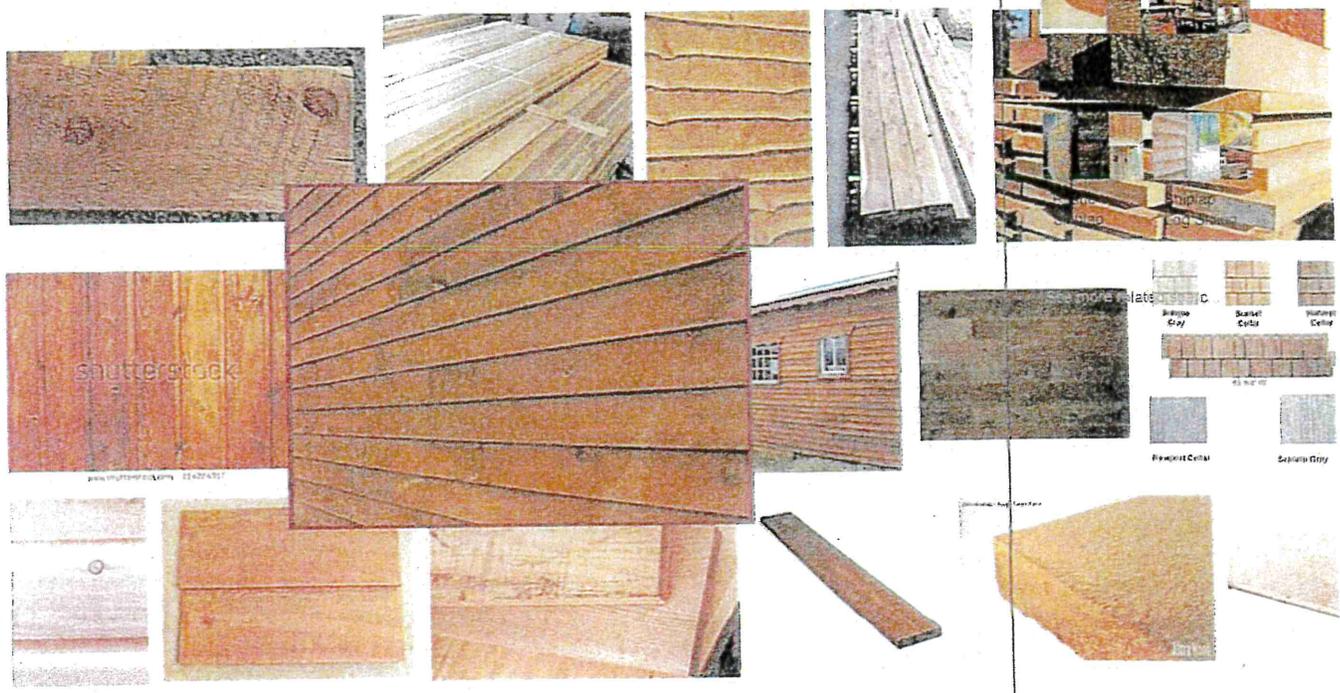
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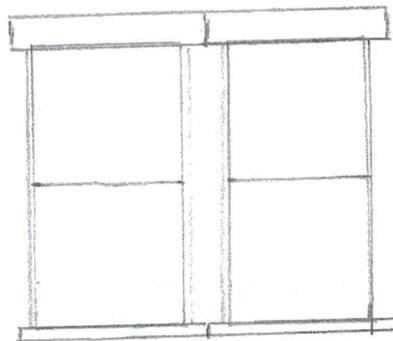
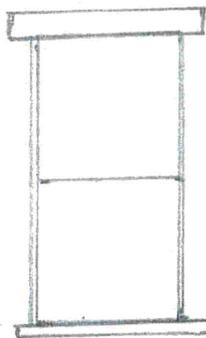
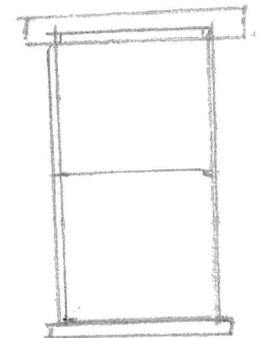
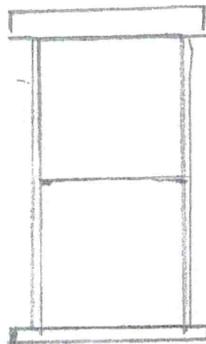
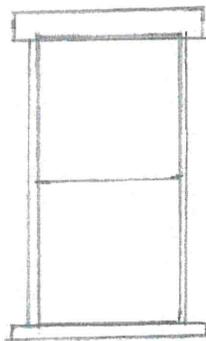
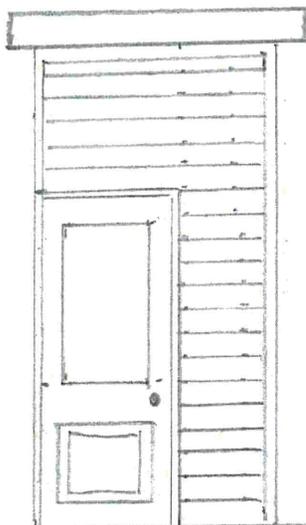
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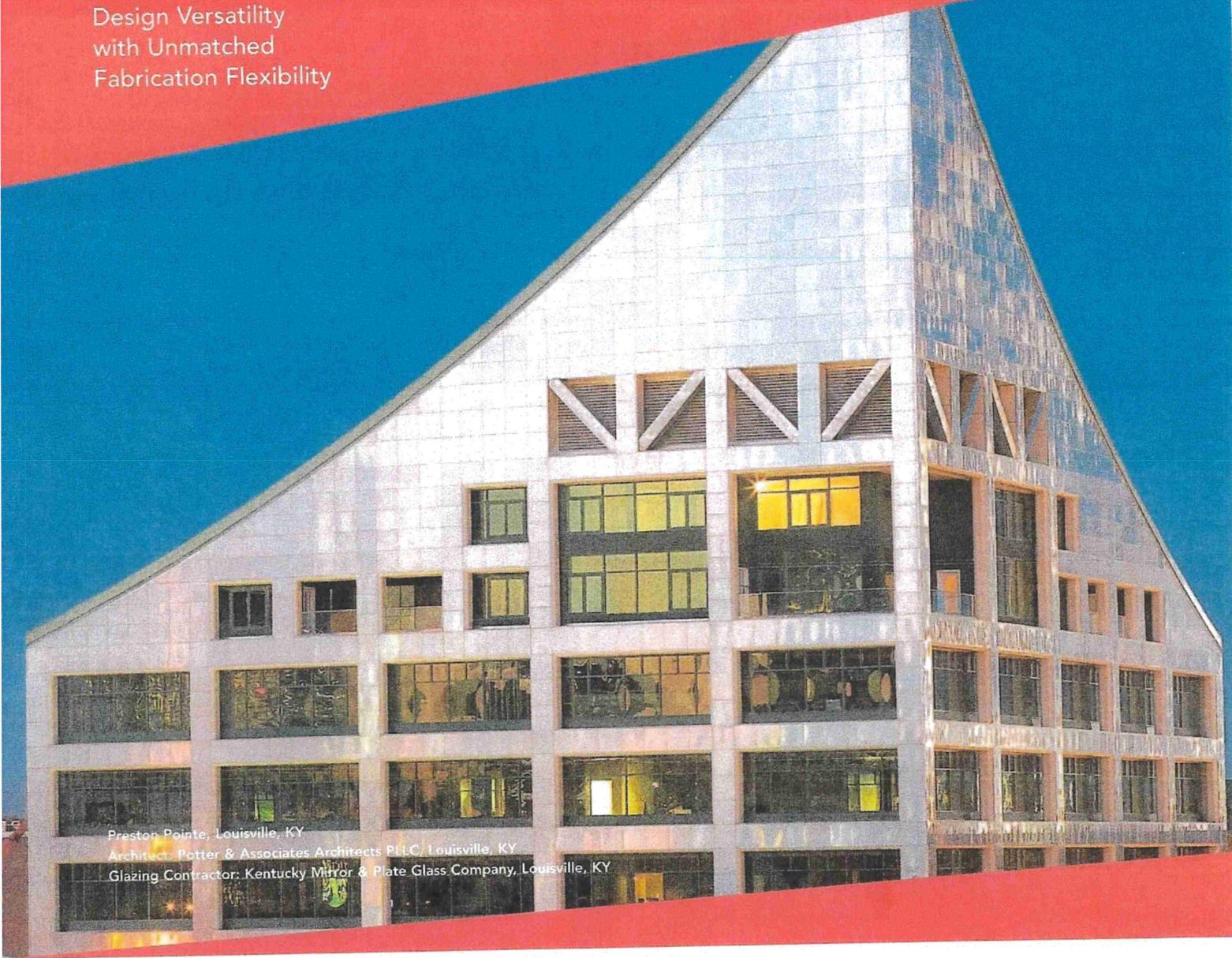




Trifab® VG (VersaGlaze®)

Trifab VG 450, 451 & 451T (Thermal) Framing Systems

Design Versatility
with Unmatched
Fabrication Flexibility



Preston Pointe, Louisville, KY

Architect: Potter & Associates Architects PLLC, Louisville, KY

Glazing Contractor: Kentucky Mirror & Plate Glass Company, Louisville, KY

Trifab® VG (VersaGlaze) is built on the proven and successful Trifab platform – with all the versatility its name implies. Trifab set the standard and Trifab® VG improves upon it. There are enough fabrication, design and performance choices to please the most discerning building owner, architect and installer. Plus the confidence a tried and true framing system instills. Select from four glazing applications, four fabrication methods and multiple infill choices. Consider thermal options and performance, SSG and Weatherseal alternatives and your project takes an almost custom shape whether your architecture is traditional or modern and the building is new or retrofitted.

Aesthetics

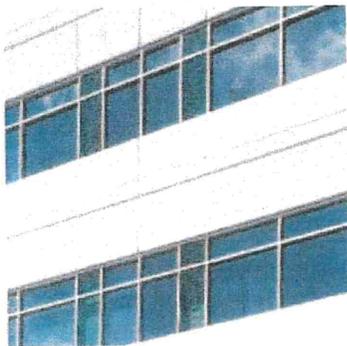
Trifab® 450 has 1-3/4" sight lines and both Trifab® 451 and Trifab® 451T have 2" sight lines, while all three have a 4-1/2" frame depth. Designers can not only choose front, center or back glass planes, they can now add the versatility of multi-plane glass applications, thus allowing a greater range of design possibilities for specific project requirements and architectural styles. Structural Silicone Glazing (SSG) and Weatherseal options further expand the designer's choices.

Trifab® VG can be used on almost any project due to virtually seamless incorporation of Kawneer entrances, Sealair® windows or GLASSvent™ for visually frameless ventilators. These framing systems can also be packaged with Kawneer curtain walls and overhead glazing, thereby providing owner, architect and installer with proven, tested and quality products from a single source supplier.

Economy

Trifab® VG offers four fabrication choices to suit your project:

- **Screw Spine** – for economical continuous runs utilizing two piece vertical members. Provides the option to pre-assemble units with controlled shop labor costs and smaller field crews for handling and installation.
- **Shear Block** – for punched openings or continuous runs using tubular moldings. Provides the option to pre-assemble multi-lite units using shear block clips under controlled shop labor conditions. Clips provide tight joints for transporting large units. Less field time is necessary to fill large openings.
- **Stick** – for fast, easy field fabrication. Field measurements and material cuts can be done when metal is on the job.
- **Type B** – for multi-lite punched openings. Provide option for pre-assembled units for installation into single openings and controlled shop labor costs. Head and sill running through provide fewer joints and require less time to fill large openings.



Brighton Landing, Cambridge, MA
Architects: ADD Inc., Cambridge, MA
Glazing Contractors: Ipswich Bay Glass Company, Inc., Rowley, MA

Trifab® VG 450, 451 and 451T can be flush glazed from either the inside or outside. The Weatherseal option provides an alternative to the structural silicone glazed vertical mullions. This ABS/ASA rigid polymer extrusion allows complete inside glazing and creates a flush glass appearance on the building exterior, without the added labor of scaffolding or swing stages. Optional patented HP Flashing™ and HP Interlock

clip are engineered to eliminate the perimeter sill fasteners and their associated blind seals and are compatible with all glass planes.

Performance

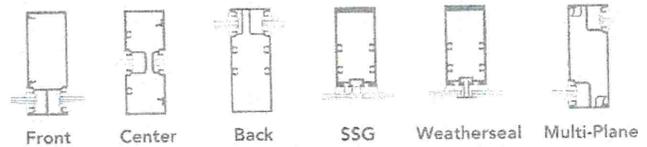
Kawneer's IsoLock™ Thermal Break option is available on Trifab® VG 451T. This process creates a composite section and prevents dry shrinkage.

U-factor, CRF values and STC ratings for Trifab® VG vary depending upon the glass plane application. Project specific U-factors can now be determined for each individual project. (See Kawneer Architectural Manual or Website for additional information)

Performance Test Standards

Air Performance	ASTM E 283
Water	AAMA 501 and ASTM E 331
Structural	ASTM E 330
Thermal	AAMA 1503
Thermal Break	AAMA 505 and AAMA TIR-A8
Acoustical	AAMA 1801 and ASTM E 1425

Trifab VG 450



Trifab VG 451/451T



Finishes

Permadonic Anodized finishes are available in Class I and Class II in seven different colors.

Painted Finishes, including fluoropolymer that meet or exceed AAMA 2605, are offered in many standard choices and an unlimited number of specially-designed colors.

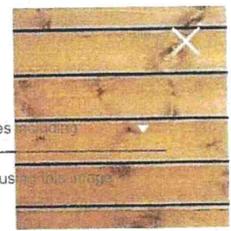
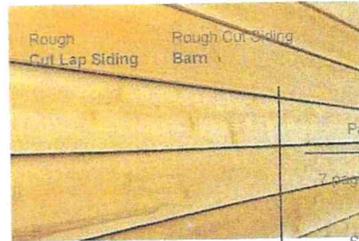
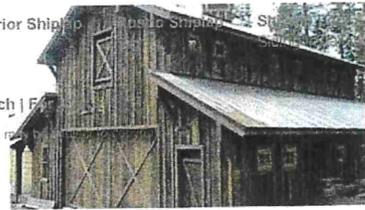
Solvent-free powder coatings add the "green" element with high performance, durability and scratch resistance that meet the standards of AAMA 2604.

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555 Guthridge Court
Norcross, GA 30092

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Redwood Planks



Vinyl Planks



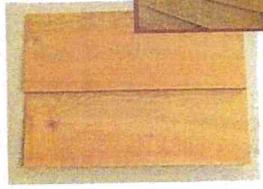
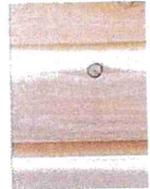
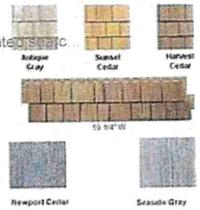
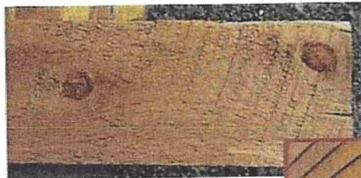
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