



**AGENDA
COMMON COUNCIL**

Wednesday, February 20, 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** - There are none.
7. **Reports by Aldermanic Representatives and Department Heads**
8. **Reports** *(B. Grandi)*
 - A. To approve Reports 1-11 as submitted.
9. **Payment of Prepays and Vouchers** *(R. Heft)*

- A. To approve the Prepaid and Vouchers list for bills accrued through February 20, 2019.

Total Prepaid:	\$ 5,096,673.91
Total Vouchers:	\$ 165,215.68
Grand Total:	<u>\$ 5,261,889.59</u>

10. **Licenses**

- A. To approve Operator's License Applications as submitted. (*S. Rauch*)
- B. To approve the Denial of an Operator's License. (*J. Schultz*)

11. **Appointments and Nominations** (*T. Preusker*)

A. To approve the appointment of Dennis Tully to replace Daniel Colwell on the Historic Preservation Committee, term expiring 1/4/2022.

B. To approve the appointment of Paul J. Lynch as Election Inspector 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. Bauman*)
- 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. (*S. Kott*)
- 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. (*T. Meyer*)
- D. **Resolution 4931(33)** - To approve a Suburban Mutual Assistance Response Teams (S.M.A.R.T.) Agreement. (*B. Grandi*)
- E. **Resolution 4932(34)** - To consider approving the Annual Contract between the City of Burlington and the Racine County Economic Development Corporation (RCEDC) for 2019 Economic Development Initiatives in the amount of \$47,638.82. (*R. Heft*)
- F. **Resolution 4933(35)** - To accept A Unanimous Petition for Direct Annexation of 0.48 acres at 1063 Spring Valley Road in the Town of Burlington, Racine County, Wisconsin. (*S. Rauch*)

14. **ORDINANCES:**

- A. **Ordinance 2043(9)** - To amend Section 119-5(B)(1)(a), "Official Maps, Based on the Flood Insurance Study (FIS) of the Municipal Code of Burlington. (*J. Schultz*)
- B. **Ordinance 2044(10)** - To repeal and recreate Chapter 155, "Fire Prevention, Protections and Control Code" of the Code of the City of Burlington. (*T. Preusker*)

15. **MOTIONS:**

- A. **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 20, 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 20, 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 20, 2019

SUBJECT: REPORTS - To approve Reports 1-11 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 - Plan Commission Minutes, 1-8-19
- Report 9 - Police Fire Commission Minutes, 1-15-19
- Report 10 - Committee of the Whole Minutes, 1-15-19
- Report 11 - Committee of the Whole Minutes, 2-5-19

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 20, 2019 Common Council meeting.

Attachments

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

**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



**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



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



Minutes
City of Burlington Plan Commission
January 8, 2019, 6:30 p.m.

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

APPROVAL OF MINUTES

Commissioner Ekes moved, and Commissioner Gardner seconded to approve the minutes of December 11, 2018. All were in favor and the motion carried.

LETTERS & COMMUNICATIONS

None

CITIZEN COMMENTS

None

OLD BUSINESS

None

NEW BUSINESS

A. Consideration to recommend approval to the Common Council of a Certified Survey Map Amendment from Tom Vos for property located at 301 W. State Street and 109-111, 117 Schemmer Street for two parcels to be configured into three separate properties, subject to Graef's, Kapur & Associates', and Burlington Fire Department's memorandums to the Plan Commission.

- Mayor Hefty opened this item for discussion.
- Tanya Fonesca, Graef, explained the applicant proposes to take two parcels and make it into three parcels, to clean up the property. By doing this it will bring the two garages onto one property, and the two residential properties can be on their own independent lot.
- Tom Vos, owner, stated the original commercial building was built in two separate segments on two parcels. One parcel was 109-111 Schemmer Street and the other was 301 W. State Street, which the seam can be seen in the middle of the building. Mr. Vos further stated another portion of the building was built on 117 Schemmer Street, then added on to the existing lean-to structure, which crossed tax key parcels. Mr. Vos explained he would like to sell the commercial building without having to sell the two residential properties, and by having separate parcels it will make the sale easier.

- Commissioner Redman questioned if non-conforming has to do with the current setbacks. Mr. Vos replied no, he thinks it is because of the zoning. There is a mix of commercial and single-family residential in the area, the residences were mainly turned into duplexes.
- Ms. Fonesca stated there are no setback requirements for B-2, Central Business District. Mr. Vos responded he tried to divide the properties so the commercial building had on-street parking and the residential homes had a driveway for parking.
- There were no further comments.

Commissioner Redman moved, and Alderman Grandi seconded to approve the Certified Survey Map.

All were in favor and the motion carried.

B. Consideration to approve a Site Plan application from Al Mackey for property located at 472 W. Market Street for a new entrance and driveway on Spring Valley Road, subject to Graef's, Kapur & Associates', and Burlington Fire Department's memorandums to the Plan Commission.

- Mayor Hefty stated this item is tabled until the February 12, 2019 Plan Commission meeting.

ADJOURNMENT

Commissioner Ekes moved, and Commissioner Gardner seconded to adjourn the meeting at 6:37 p.m.

All were in favor and the motion carried.

Recording Secretary
Kristine Anderson
Administrative Assistant



CITY OF BURLINGTON

POLICE – FIRE COMMISSION

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



MINUTES

City of Burlington Police and Fire Commission
Burlington Fire Department
165 W. Washington Street, Burlington, Wisconsin
January 15, 2018

1. Call to Order:

Commissioner Busch called the meeting to order at 5:30 p.m.

2. Roll Call:

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

3. Public Comments:

None.

4. Approval of Minutes

The minutes from the December 4, 2018 PFC meeting was approved on a motion to approve by Commissioner McMullen, seconded by Commissioner Morrow all ayes motion carried.

5. Fire Chief Business

A. 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 5:32pm.

B. A motion by Commissioner Morrow and seconded by Commissioner McMullen to reconvene into open session at 5:59pm all ayes carried the motion.

C. It was discussed that we do not make any motions on Interns that are looking to mentor with the Fire Department and that Chloe Schroeder and Charlie Tilapa are looking to become interns.

6. Police Chief Business

None.

7. Police and Fire Commission Business

None.

8. Adjourn

Motion by Commissioner Erickson to adjourn seconded by Commissioner Hintz; all ayes carried the motion at 7:00p.m.

Respectfully submitted,
Commissioner Erickson, Secretary



DATE: February 20, 2019

SUBJECT: **PREPAID AND VOUCHERS** - To approve the Prepaid and Vouchers list for bills accrued through February 20, 2019.

SUBMITTED BY: Steven DeQuaker, Finance Director

BACKGROUND/HISTORY:

Attached please find the Prepaid and Voucher list for bills accrued through February 20, 2019:

Total Prepaid:	\$ 5,096,673.91
Total Vouchers:	\$ 165,215.68
Grand Total:	\$ 5,261,889.59

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. \$ 48,065.00 Mass Mutual - Burlington Volunteer Fire Dept Benefit Contract

RECOMMENDATION:

Staff recommends that the Common Council accept and approve these Prepaid and Vouchers in the amount of \$5,261,889.59.

TIMING/IMPLEMENTATION:

This item is scheduled for final consideration at the February 20, 2019 Common Council meeting.

Attachments

- Prepaid 01.11.19
- Prepaid 01.18.19
- Prepaid 01.25.19
- Prepaid 02.04.19
- Prepaid 02.05.19
- Prepaid 02.08.19
- Vouchers 02.20.19

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	

Dated: _____

Motion for Approval by: _____

Motion Seconded by: _____

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 & MAINTEN	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	

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

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

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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	

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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:					3,064.89	
Grand Totals:					148,594.21	

Dated: _____

Motion for Approval by: _____

Motion Seconded by: _____

GL Account and Title	Vendor Name	Description	Invoice Number	Invoice Date	Net Invoice Amount	Date Paid
100239006						
100-239006 LAW-VISION	SUPERIOR VISION INSURANCE	Policy No. 14150001 Feb. Billing	225695	02/01/2019	635.07	02/04/2019
Total 100239006:					635.07	
100239007						
100-239007 LIFE INSURANCE	SECURIAN FINANCIAL GROUP,	Policy No. 002832L Feb Billing	2019FEB	01/29/2018	1,866.62	02/04/2019
Total 100239007:					1,866.62	
100444411000						
100-444411-000 COURT FINES & COSTS	RACINE COUNTY TREASURER	Racine Co Jail Assessment	2019JAN	02/01/2019	1,623.47	02/04/2019
100-444411-000 COURT FINES & COSTS	RACINE COUNTY TREASURER	Racine Co Surcharge	2019JAN	02/01/2019	369.80	02/04/2019
100-444411-000 COURT FINES & COSTS	ST OF WISC CONTROLLER'S O	ST OF WI CONTROLLER OFFICE JAN REMIT	2019JAN	02/01/2019	5,695.25	02/04/2019
Total 100444411000:					7,688.52	
100515132225						
100-515132-225 ADMIN - TELEPHONE	AT & T	057 736 7870 001	262767138901/19	01/21/2019	49.65	02/04/2019
Total 100515132225:					49.65	
100515132298						
100-515132-298 ADMIN - CONTRACT SERVI	AURORA HEALTH CARE	Acct #600003826 DOT Annual Consortium Fee	170814200	01/01/2019	60.00	02/04/2019
Total 100515132298:					60.00	
100515141157						
100-515141-157 FINANCE - INSERVICE TRAI	EHLERS & ASSOCIATES, INC	2019 Public Finance Seminar	112153887	02/01/2019	235.00	02/04/2019
Total 100515141157:					235.00	
100525211211						
100-525211-211 POLICE - PHYSICALS	ORGANIZATION DEVELOPMEN	ODC PSYCHOLOGICAL ASSESSMENT	12467	12/31/2018	675.00	02/04/2019
Total 100525211211:					675.00	
100525211225						
100-525211-225 POLICE - TELEPHONE	AT & T	831-000-7991 401	1432675403	01/11/2019	1,214.66	02/04/2019
100-525211-225 POLICE - TELEPHONE	BCN TELECOM, INC	PW200047 - Intoxilyzer Line	22659631	01/15/2019	91.21	02/04/2019
Total 100525211225:					1,305.87	
100525220163						
100-525220-163 FIRE - LOSA	VFIS, INC.	VFIS ADMINISTRATIVE FEE FIRE DEPT	2018 FIRE	01/31/2019	935.00	02/04/2019
100-525220-163 FIRE - LOSA	MASS MUTUAL	Burlington Volunteer Fire Dept #330085-09	2018 FIRE	01/31/2019	48,065.00	02/04/2019
Total 100525220163:					49,000.00	
100525220211						
100-525220-211 FIRE - PHYSICALS	AURORA HEALTH CARE	Acct #600003826 Dalby, Sarah	170719955	01/15/2019	106.00	02/04/2019
Total 100525220211:					106.00	
100525220244						
100-525220-244 FIRE - REPAIR MAINT EQUI	5 ALARM	5 Alarm Fire & Safety - Equipment	183265-1	01/14/2019	277.28	02/04/2019
Total 100525220244:					277.28	

GL Account and Title	Vendor Name	Description	Invoice Number	Invoice Date	Net Invoice Amount	Date Paid
100525220324						
100-525220-324	FIRE - MEMBERSHIP & DUE NFPA	ID# 3247778 2019 Renewal 1year	7385831X	01/03/2019	175.00	02/04/2019
Total 100525220324:					175.00	
100535321220						
100-535321-220	STREETS - UTILITIES WE ENERGIES	0688-843-174	0688843174JAN19	01/15/2019	432.45	02/04/2019
100-535321-220	STREETS - UTILITIES WE ENERGIES	7617-269-652	7617269652DEC18	01/14/2019	44.54	02/04/2019
Total 100535321220:					476.99	
100535321225						
100-535321-225	STREETS - TELEPHONE TDS	TDS DPW 262-539-3770 (SPLIT)	262-539-3770 01/19	01/19/2019	91.42	02/04/2019
Total 100535321225:					91.42	
100535321261						
100-535321-261	STREETS - LIGHTING WE ENERGIES	0088-492-988	0088492988DEC18	01/13/2019	55.99	02/04/2019
100-535321-261	STREETS - LIGHTING WE ENERGIES	0455-414-409	0455414409JAN19	01/22/2019	243.80	02/04/2019
100-535321-261	STREETS - LIGHTING WE ENERGIES	2019-198-266	2019198266JAN19	01/15/2019	52.43	02/04/2019
100-535321-261	STREETS - LIGHTING WE ENERGIES	3073-922-427	3073922427DEC18	01/13/2019	18.96	02/04/2019
100-535321-261	STREETS - LIGHTING WE ENERGIES	3277-994-067	3277994067DEC18	01/13/2019	64.27	02/04/2019
100-535321-261	STREETS - LIGHTING WE ENERGIES	4067-122-145	4067122145DEC18	01/11/2019	22.95	02/04/2019
100-535321-261	STREETS - LIGHTING WE ENERGIES	4404-149-064	4404149064JAN19	01/22/2019	65.02	02/04/2019
100-535321-261	STREETS - LIGHTING WE ENERGIES	5406-087-899	5406087899JAN19	01/22/2019	150.23	02/04/2019
100-535321-261	STREETS - LIGHTING WE ENERGIES	5639-265-567	5639265567DEC18	01/14/2019	147.66	02/04/2019
100-535321-261	STREETS - LIGHTING WE ENERGIES	6438-309-692	6438309692DEC18	01/16/2019	154.21	02/04/2019
100-535321-261	STREETS - LIGHTING WE ENERGIES	6838-102-431	6838102431DEC18	01/15/2019	304.56	02/04/2019
Total 100535321261:					1,280.08	
10055551211						
100-555551-211	PARKS - PHYSICALS AURORA HEALTH CARE	Acct #600003826 Regner, James E	170716407	01/15/2019	50.00	02/04/2019
Total 10055551211:					50.00	
10055551220						
100-555551-220	PARKS - UTILITIES WE ENERGIES	0235-568-359	0235568359DEC18	01/14/2019	61.61	02/04/2019
100-555551-220	PARKS - UTILITIES WE ENERGIES	0435-566-939	0435566939JAN19	01/22/2019	38.85	02/04/2019
100-555551-220	PARKS - UTILITIES WE ENERGIES	1486-453-053	1486453053DEDC1	01/14/2019	17.91	02/04/2019
100-555551-220	PARKS - UTILITIES WE ENERGIES	2672-334-997	2672334997DEC18	01/14/2019	255.55	02/04/2019
100-555551-220	PARKS - UTILITIES WE ENERGIES	3406-030-405	3406030405DEC18	01/13/2019	43.21	02/04/2019
100-555551-220	PARKS - UTILITIES WE ENERGIES	4278-074-627	4278074627JAN19	01/14/2019	18.96	02/04/2019
100-555551-220	PARKS - UTILITIES WE ENERGIES	4447-370-241	4447370241DEC18	01/14/2019	18.96	02/04/2019
100-555551-220	PARKS - UTILITIES WE ENERGIES	4484-977-713	4484977713JAN19	01/14/2019	71.29	02/04/2019
100-555551-220	PARKS - UTILITIES WE ENERGIES	4485-586-752	4485586752DEC18	01/14/2019	49.70	02/04/2019
100-555551-220	PARKS - UTILITIES WE ENERGIES	5200-062-983	5200062983DEC18	01/14/2019	18.96	02/04/2019
100-555551-220	PARKS - UTILITIES WE ENERGIES	5276-292-324	5276292324DEC18	01/14/2019	26.70	02/04/2019
Total 10055551220:					621.70	
10055551225						
100-555551-225	PARKS - TELEPHONE TDS	TDS DPW 262-539-3770 (SPLIT)	262-539-3770 01/19	01/19/2019	45.71	02/04/2019
Total 10055551225:					45.71	
10055551350						
100-555551-350	PARKS - REPAIR/MTCE SUP BIG R OF BURLINGTON	PikStik Reacher	644/R	01/11/2019	39.98	02/04/2019

GL Account and Title	Vendor Name	Description	Invoice Number	Invoice Date	Net Invoice Amount	Date Paid
Total 100555551350:					39.98	
501514900000						
501-514900-000 ADMINISTRATIVE EXPENSE	DIRECTPATH	Monthly fee for Advocacy Serv Jan	AT41475	01/01/2019	159.00	02/04/2019
Total 501514900000:					159.00	
621575740211						
621-575740-211 MEDICAL PHYSICALS	AURORA HEALTH CARE	Acct #600003826 Odea, Daniel T	170716169	01/15/2019	50.00	02/04/2019
Total 621575740211:					50.00	
621575740220						
621-575740-220 WWTP-ELECTRIC	WE ENERGIES	0469-455-267	0469455267DEC11	01/21/2019	188.41	02/04/2019
621-575740-220 WWTP-ELECTRIC	WE ENERGIES	1887-026-576	1887026576JAN19	01/23/2019	15,129.05	02/04/2019
621-575740-220 WWTP-ELECTRIC	WE ENERGIES	3602-583-285	3602583285JAN19	01/22/2019	41.16	02/04/2019
Total 621575740220:					15,358.62	
621575740244						
621-575740-244 REPAIRS,MAINT EQUIPMEN	ALFA LAVAL, INC	GRAVITY BELT THICKOVER	278062600	11/16/2018	1,550.08	02/04/2019
Total 621575740244:					1,550.08	
621575740249						
621-575740-249 LABORATORY	CULLIGAN OF BURLINGTON	Acct. No. 500-08487456-8	214911	01/28/2019	180.00	02/04/2019
Total 621575740249:					180.00	
621575740330						
621-575740-330 SEWER - INSRVC TRNG & T	CSWEA-WI	GOVERNMENT AFFAIRS SEMINAR	022119	02/04/2019	320.00	02/04/2019
Total 621575740330:					320.00	
622503460000						
622-503460-000 METERS & LABOR	MIDWEST METER INC	MOBILE RECEIVER KIT	0107942-IN	01/18/2019	2,963.05	02/04/2019
622-503460-000 METERS & LABOR	MIDWEST METER INC	2" Round Compound Meter	0107943-IN	01/18/2019	2,075.00	02/04/2019
Total 622503460000:					5,038.05	
622509210000						
622-509210-000 OFFICE SUPPLY	TDS	TDS DPW 262-539-3770 (SPLIT)	262-539-3770 01/19	01/19/2019	91.42	02/04/2019
622-509210-000 OFFICE SUPPLY	AT & T	414 r24-8901 367 9	414R24890101 19	01/10/2019	68.95	02/04/2019
Total 622509210000:					160.37	
864212001						
864-212001 REFUNDS PAYABLE	DOVGIN, JOHN	Property Tax Refund 2018	161293	01/29/2019	256.39	02/04/2019
864-212001 REFUNDS PAYABLE	WENZEL, JESSICA A	PROPERTY TAX REFUND 2018	162880	01/31/2019	203.82	02/04/2019
864-212001 REFUNDS PAYABLE	VIOSKI, MICHAEL & ANGELA	PROPERTY TAX REFUND 2018	159067	01/25/2019	493.26	02/04/2019
864-212001 REFUNDS PAYABLE	JACKSON, STEVEN & LORETTA	PROPERTY TAX REFUND 2018	162692	01/31/2019	170.63	02/04/2019
864-212001 REFUNDS PAYABLE	BEST VALUE FLOORING	PROPERTY TAX REFUND 2018	158085	01/24/2019	372.53	02/04/2019
864-212001 REFUNDS PAYABLE	ANDREWSKI, JOHN	PROPERTY TAX REFUND 2018	160394	01/29/2019	129.57	02/04/2019
864-212001 REFUNDS PAYABLE	ELLINGSTAD, JAMIE	PROPERTY TAX REFUND 2018	163783	02/01/2019	323.34	02/04/2019
864-212001 REFUNDS PAYABLE	ARNO, NATALIE	PROPERTY TAX REFUND 2018	151166	01/04/2019	314.89	02/04/2019
864-212001 REFUNDS PAYABLE	LANSDOWN-FUHRMAN, CATHL	PROPERTY TAX REFUND 2018	158806	01/25/2019	73.94	02/04/2019
864-212001 REFUNDS PAYABLE	BUSS, JARED J & KIMBERLY A	PROPERTY TAX REFUND 2018	159120	01/25/2019	.03	02/04/2019
864-212001 REFUNDS PAYABLE	WALTERS, SCOTT	PROPERTY TAX REFUND 2018	162742	01/31/2019	228.22	02/04/2019

GL Account and Title	Vendor Name	Description	Invoice Number	Invoice Date	Net Invoice Amount	Date Paid
Total 864212001:					2,566.62	
875232000						
875-232000 MUNICIPAL COURT DEP	NELSON, SHANNON	RESTITUTION DQ80F8QZ6T	DQ80F8QZ6T FEB	02/01/2019	100.00	02/04/2019
Total 875232000:					100.00	
Grand Totals:					90,162.63	

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	02/06/2019
100-515111-265 Festival/Fireworks/Block Party	BURLINGTON GLASS, INC.	Awards-Ice Festival	175190	12/12/2018	100.00	02/06/2019
Total 10051511265:					106.56	
10051521157						
100-515121-157 MUNI COURT - TRAINING	WISCONSIN SUPREME COURT	Continuing Judicial Education	51-0206 2019	01/08/2019	700.00	02/06/2019
Total 10051521157:					700.00	
10051521248						
100-515121-248 MUNI COURT - REP & MAIN	DONERITE JANITORIAL SERV I	City Hall Split Muni Court	3298	01/16/2019	45.00	02/06/2019
Total 10051521248:					45.00	
100515131310						
100-515131-310 MAYOR-OFFICE SUPPLIES-	BURLINGTON GLASS, INC.	Plaque	175491	01/16/2019	75.00	02/06/2019
Total 100515131310:					75.00	
100515132248						
100-515132-248 REPAIRS & MAINT BUILDIN	DONERITE JANITORIAL SERV I	City Hall Split Admin	3298	01/16/2019	270.00	02/06/2019
Total 100515132248:					270.00	
100515132310						
100-515132-310 ADMIN - OFF SUPP-POSTA	ALSCO	ALSCO DPW (split) Customer # 074780	IMIL1404676	01/09/2019	2.97	02/06/2019
100-515132-310 ADMIN - OFF SUPP-POSTA	ALSCO	ALSCO DPW (split) Customer # 074780	IMIL1407118	01/16/2019	2.97	02/06/2019
100-515132-310 ADMIN - OFF SUPP-POSTA	ALSCO	ALSCO DPW (split) Customer # 074780	IMIL1409473	01/23/2019	2.97	02/06/2019
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	02/06/2019
Total 100515132399:					5.85	
100515140248						
100-515140-248 CLERK-REPAIRS & MAINT B	DONERITE JANITORIAL SERV I	City Hall Split Clerk	3298	01/16/2019	45.00	02/06/2019
Total 100515140248:					45.00	
100515141248						
100-515141-248 FINANCE - REP AND MAINT	DONERITE JANITORIAL SERV I	City Hall Split Finance	3298	01/16/2019	270.00	02/06/2019
Total 100515141248:					270.00	
100525211239						
100-525211-239 POLICE - EQUIPMENT NON	VIEVU	LE5 - Body Worn Video Camera	31776	12/28/2018	318.00	02/06/2019
Total 100525211239:					318.00	
100525211242						
100-525211-242 POLICE - REPAIR/MTCE EQ	BUMPER TO BUMPER BURLING	BATTERY	I-354737	01/24/2019	379.98	02/06/2019
100-525211-242 POLICE - REPAIR/MTCE EQ	WISCO AUTOMOTIVE	V #904 MAINTENANCE SUPPLIES	1030	01/07/2019	456.05	02/06/2019
100-525211-242 POLICE - REPAIR/MTCE EQ	WISCO AUTOMOTIVE	V #903 MAINTENANCE SUPPLIES	1041	01/08/2019	42.00	02/06/2019

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	02/06/2019
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	02/06/2019
100-525211-299	POLICE - SUNDRY CONTRA DONERITE JANITORIAL SERV I	DONERITE BILLING POLICE	3300	01/16/2019	675.00	02/06/2019
Total 100525211299:					1,065.00	
100525211310						
100-525211-310	POLICE - OFF SUPP-POSTA REINEMANS, INC.	Supplies-Police Dept	156403	12/21/2018	17.99	02/06/2019
100-525211-310	POLICE - OFF SUPP-POSTA REINEMANS, INC.	Supplies-Police Dept	157263	01/14/2019	8.37	02/06/2019
100-525211-310	POLICE - OFF SUPP-POSTA REINEMANS, INC.	Supplies-Police Dept	157419	01/17/2019	10.89	02/06/2019
100-525211-310	POLICE - OFF SUPP-POSTA ZAREK INSURANCE, INC.	Renewal - Notary Bond Krusemark	7934	01/04/2019	40.00	02/06/2019
100-525211-310	POLICE - OFF SUPP-POSTA RICHTER'S MARKETPLACE	Richter's Marketplace - Police Dept	010719PD	01/07/2019	18.98	02/06/2019
100-525211-310	POLICE - OFF SUPP-POSTA RICHTER'S MARKETPLACE	Richter's Marketplace - Police Dept	010919PD	01/09/2019	5.85	02/06/2019
100-525211-310	POLICE - OFF SUPP-POSTA RICHTER'S MARKETPLACE	Richter's Marketplace - Police Dept	011419PD	01/14/2019	5.85	02/06/2019
100-525211-310	POLICE - OFF SUPP-POSTA RICHTER'S MARKETPLACE	Richter's Marketplace - Police Dept	011819PD	01/18/2019	15.34	02/06/2019
100-525211-310	POLICE - OFF SUPP-POSTA RICHTER'S MARKETPLACE	Richter's Marketplace - Police Dept	012519PD	01/25/2019	15.34	02/06/2019
Total 100525211310:					138.61	
100525211330						
100-525211-330	POLICE - TRAVEL FOX VALLEY TECHNICAL COLL	Student Id 300050921 Hayes	MAY2019	01/17/2019	275.00	02/06/2019
Total 100525211330:					275.00	
100525211344						
100-525211-344	POLICE - JANITOR SUPPLIE MENARDS	Supplies-Police Dept	84105	01/24/2019	23.90	02/06/2019
Total 100525211344:					23.90	
100525211347						
100-525211-347	POLICE - FIREARM SUPP/R LAW ENFORCEMENT TARGETS	TARGETS	040499-IN	01/22/2019	375.68	02/06/2019
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	02/06/2019
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	02/06/2019
100-525220-242	FIRE - REPAIR & MAINT VE BUMPER TO BUMPER BURLING	Mini Lamp	I-354139	01/11/2019	10.99	02/06/2019
100-525220-242	FIRE - REPAIR & MAINT VE BUMPER TO BUMPER BURLING	Valve Cap	I-354420	01/17/2019	6.50	02/06/2019
100-525220-242	FIRE - REPAIR & MAINT VE ACCELERATED AUTO SERVICE	Repairs Unit #941	29025	01/15/2019	264.50	02/06/2019
Total 100525220242:					316.97	
100525220248						
100-525220-248	FIRE - REPAIR MAINT BLDG ALSCO	ALSCO - FIRE DEPT CUSTOMER #012470	IMIL1407110	01/16/2019	78.34	02/06/2019
100-525220-248	FIRE - REPAIR MAINT BLDG AUTUMN SUPPLY	bath tissue	12575	01/19/2019	62.21	02/06/2019
100-525220-248	FIRE - REPAIR MAINT BLDG MENARDS	Supplies-Fire Dept	82718	01/07/2019	60.46	02/06/2019

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

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Total 100535321261:					7,995.00	
100535321298						
100-535321-298	STREETS - CONTRACT SER	DONERITE JANITORIAL SERV I	DONERITE BILLING WWTP (split)	3297	01/15/2019	368.00 02/06/2019
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 02/06/2019
100-535321-310	STREETS - OFF SUPP/POS	CANON FINANCIAL SERVICES,	Contrat No. W#505ENT-M15-MFD (split)	19661415	01/13/2019	62.83 02/06/2019
100-535321-310	STREETS - OFF SUPP/POS	CANON FINANCIAL SERVICES,	Contract No. 3091 /505ENT-M15-MFDCopier	19661416	01/13/2019	5.59 02/06/2019
Total 100535321310:					73.42	
100535321350						
100-535321-350	STREETS - REP MAINT SUP	ELKHORN CHEMICAL & PACKA	DPW Supplies (split)	606552	01/08/2019	65.00 02/06/2019
100-535321-350	STREETS - REP MAINT SUP	MENARDS	Supplies-DPW	82433	01/04/2019	21.21 02/06/2019
100-535321-350	STREETS - REP MAINT SUP	REINEMANS, INC.	Supplies-DPW	156997	01/08/2019	30.58 02/06/2019
100-535321-350	STREETS - REP MAINT SUP	BUMPER TO BUMPER BURLING	shop supplies	I-353739	01/03/2019	50.77 02/06/2019
100-535321-350	STREETS - REP MAINT SUP	BUMPER TO BUMPER BURLING	shop supplies	I-353783	01/04/2019	13.50 02/06/2019
Total 100535321350:					181.06	
100555551159						
100-555551-159	PARKS - CLOTHING	ALSCO	ALSCO DPW (split) Customer # 074780	1407118	01/24/2019	16.06- 02/06/2019
100-555551-159	PARKS - CLOTHING	ALSCO	ALSCO DPW (split) Customer # 074780	1409473	01/24/2019	16.06- 02/06/2019
100-555551-159	PARKS - CLOTHING	ALSCO	ALSCO DPW (split) Customer # 074780	IMIL1404676	01/09/2019	34.69 02/06/2019
100-555551-159	PARKS - CLOTHING	ALSCO	ALSCO DPW (split) Customer # 074780	IMIL1407118	01/16/2019	49.08 02/06/2019
100-555551-159	PARKS - CLOTHING	ALSCO	ALSCO DPW (split) Customer # 074780	IMIL1409473	01/23/2019	54.03 02/06/2019
Total 100555551159:					105.68	
100555551242						
100-555551-242	PARKS - REPAIR MAINT VE	CHICO'S, LLC	#510 Headlight Kit	5970	01/16/2019	89.50 02/06/2019
100-555551-242	PARKS - REPAIR MAINT VE	IBD, LLC	IBD- split	110156912	01/09/2019	173.92 02/06/2019
Total 100555551242:					263.42	
100555551244						
100-555551-244	PARKS - REPAIR MAINT EQ	BUMPER TO BUMPER BURLING	#100&101 Oil/Air Filter	I-353711	01/03/2019	55.51 02/06/2019
Total 100555551244:					55.51	
100555551248						
100-555551-248	PARKS - REPAIR MAINT BL	ALSCO	ALSCO DPW (split) Customer # 074781	IMIL1404677	01/09/2019	6.80 02/06/2019
100-555551-248	PARKS - REPAIR MAINT BL	ALSCO	ALSCO DPW (split) Customer # 074780	IMIL1409473	01/23/2019	31.66 02/06/2019
100-555551-248	PARKS - REPAIR MAINT BL	ALSCO	ALSCO DPW (split) Customer # 074781	IMIL1409474	01/23/2019	6.80 02/06/2019
100-555551-248	PARKS - REPAIR MAINT BL	GRAINGER	Grainger - filters	9044111079	01/02/2019	56.47 02/06/2019
Total 100555551248:					101.73	
100555551298						
100-555551-298	PARKS - OUTSIDE SERVICE	PATS SERVICES, INC	PATS SANITARY RENTAL RIVERSIDE PARK	A172696	01/15/2019	180.00 02/06/2019
100-555551-298	PARKS - OUTSIDE SERVICE	DONERITE JANITORIAL SERV I	DONERITE BILLING WWTP (split)	3297	01/15/2019	184.00 02/06/2019
Total 100555551298:					364.00	

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10055551310						
100-55551-310 PARKS - OFFICE SUPP, PO	RICHTER'S MARKETPLACE	Richter's Marketplace - DPW(split)	010819DPW	01/08/2019	5.00	02/06/2019
100-55551-310 PARKS - OFFICE SUPP, PO	CANON FINANCIAL SERVICES,	Contrat No. WI#505ENT-M15-MFD (split)	19661415	01/13/2019	31.42	02/06/2019
100-55551-310 PARKS - OFFICE SUPP, PO	CANON FINANCIAL SERVICES,	Contract No. 3091 /505ENT-M15-MFDCopier	19661416	01/13/2019	2.80	02/06/2019
Total 10055551310:					39.22	
10055551350						
100-55551-350 PARKS - REPAIR/MTCE SUP	ELKHORN CHEMICAL & PACKA	DPW Supplies (split)	606552	01/08/2019	64.99	02/06/2019
100-55551-350 PARKS - REPAIR/MTCE SUP	REINEMANS, INC.	Supplies-DPW	156981	01/08/2019	4.94	02/06/2019
100-55551-350 PARKS - REPAIR/MTCE SUP	REINEMANS, INC.	Supplies-DPW	156997	01/08/2019	30.58	02/06/2019
100-55551-350 PARKS - REPAIR/MTCE SUP	BUMPER TO BUMPER BURLING	shop supplies	I-353739	01/03/2019	50.76	02/06/2019
100-55551-350 PARKS - REPAIR/MTCE SUP	BUMPER TO BUMPER BURLING	shop supplies	I-353783	01/04/2019	13.50	02/06/2019
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	02/06/2019
Total 453565616823:					48.00	
453565616830						
453-565616-830 Disaster Exenditure	MENARDS	Flood Replacement Items	82967	01/10/2018	217.89	02/06/2019
453-565616-830 Disaster Exenditure	MENARDS	Supplies-Police Dept	83495	01/17/2019	32.15	02/06/2019
Total 453565616830:					250.04	
621575740159						
621-575740-159 CLOTHING ALLOWANCE	ALSCO	ALSCO WWTP (split) Cust # 012230	IMIL1402324	01/02/2019	83.10	02/06/2019
621-575740-159 CLOTHING ALLOWANCE	ALSCO	ALSCO WWTP (split) Cust # 012230	IMIL1404679	01/09/2019	85.09	02/06/2019
621-575740-159 CLOTHING ALLOWANCE	ALSCO	ALSCO WWTP (split) Cust # 012230	IMIL1407120	01/16/2019	89.46	02/06/2019
Total 621575740159:					257.65	
621575740244						
621-575740-244 REPAIRS,MAINT EQUIPMEN	ALSCO	ALSCO WWTP (split) Cust # 012230	IMIL1402324	01/02/2019	13.44	02/06/2019
621-575740-244 REPAIRS,MAINT EQUIPMEN	ALSCO	ALSCO WWTP Cust # 012231 (split)	IMIL1402325	01/02/2019	134.97	02/06/2019
621-575740-244 REPAIRS,MAINT EQUIPMEN	ALSCO	ALSCO WWTP (split) Cust # 012230	IMIL1404679	01/09/2019	13.44	02/06/2019
621-575740-244 REPAIRS,MAINT EQUIPMEN	ALSCO	ALSCO WWTP (split) Cust # 012230	IMIL1407120	01/16/2019	13.44	02/06/2019
621-575740-244 REPAIRS,MAINT EQUIPMEN	ALSCO	ALSCO WWTP Cust # 012231 (split)	IMIL1407121	01/16/2019	134.97	02/06/2019
621-575740-244 REPAIRS,MAINT EQUIPMEN	BRUCE EQUIPMENT	BRUCE MUNICIPAL EQUIP WWTP	G00077	01/07/2019	2,850.00	02/06/2019
621-575740-244 REPAIRS,MAINT EQUIPMEN	ELKHORN CHEMICAL & PACKA	Bath Tissue/Towel Roll/Handsoap	607111	01/11/2019	287.88	02/06/2019
621-575740-244 REPAIRS,MAINT EQUIPMEN	MENARDS	Supplies-2nd Stage Bldng	82327	01/03/2019	10.13	02/06/2019
621-575740-244 REPAIRS,MAINT EQUIPMEN	MENARDS	Supplies-WWTP	82416	01/04/2019	16.43	02/06/2019
621-575740-244 REPAIRS,MAINT EQUIPMEN	MENARDS	Supplies-2nd Stage Bldng	82438	01/04/2019	48.55	02/06/2019
621-575740-244 REPAIRS,MAINT EQUIPMEN	WELDERS SUPPLY COMPANY	Nitrogen canister	10047198	01/15/2019	45.79	02/06/2019
621-575740-244 REPAIRS,MAINT EQUIPMEN	DONERITE JANITORIAL SERV I	DONERITE BILLING WWTP (split)	3297	01/15/2019	1,080.00	02/06/2019
621-575740-244 REPAIRS,MAINT EQUIPMEN	BUMPER TO BUMPER BURLING	Solids Bldng-Repairs	I-353691	01/02/2019	39.81	02/06/2019
Total 621575740244:					4,688.85	
621575740249						
621-575740-249 LABORATORY	ALSCO	ALSCO WWTP Cust # 012231 (split)	IMIL1402325	01/02/2019	94.35	02/06/2019
621-575740-249 LABORATORY	ALSCO	ALSCO WWTP Cust # 012231 (split)	IMIL1407121	01/16/2019	94.35	02/06/2019
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	02/06/2019

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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 02/06/2019
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 02/06/2019
621-575740-330	SEWER - INSRVC TRNG & T	WASTEWATER TRAINING SOLU	Lab Trianing - McGhee	WWTP 01/14/19	01/14/2019	165.00 02/06/2019
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 02/06/2019
Total 621575740371:					205.00	
621575740374						
621-575740-374	SAFETY	GALETON	GLOVES	2464845	01/04/2019	37.94 02/06/2019
621-575740-374	SAFETY	GALETON	GLOVES	2464940	01/07/2019	29.95 02/06/2019
Total 621575740374:					67.89	
622503460000						
622-503460-000	METERS & LABOR	MIDWEST METER INC	Midwest Meter - Meters	0107613-IN	01/07/2019	2,816.20 02/06/2019
622-503460-000	METERS & LABOR	MIDWEST METER INC	Midwest Meter - Meters	0107631-IN	01/08/2019	25,947.51 02/06/2019
Total 622503460000:					28,763.71	
622506230000						
622-506230-000	SUPPLIES	MENARDS	Supplies-Water	82252	01/02/2019	43.08 02/06/2019
Total 622506230000:					43.08	
622506250000						
622-506250-000	MAINTENANCE-SUPPLIES	REINEMANS, INC.	Prts-#9 Maint Supplies	157359	01/16/2019	30.46 02/06/2019
Total 622506250000:					30.46	
622506310000						
622-506310-000	CHEMICALS	HAWKINS, INC	Chlorine & LPC-4 & Tonkazorb	4423478	01/03/2019	5,139.75 02/06/2019
Total 622506310000:					5,139.75	
622506500000						
622-506500-000	RESERVOIRS & SUPPLES	A TO Z REFRIGERATION	Repairs - Dehumidifier	01092019	01/09/2019	290.20 02/06/2019
Total 622506500000:					290.20	
622509030000						
622-509030-000	OFFICE SUPPLIES	ALSCO	ALSCO DPW - Water Customer #025570	IMIL1402323	01/02/2019	34.70 02/06/2019
622-509030-000	OFFICE SUPPLIES	ALSCO	ALSCO DPW - Water Customer #025570	IMIL1404678	01/09/2019	34.70 02/06/2019
622-509030-000	OFFICE SUPPLIES	ALSCO	ALSCO DPW - Water Customer #025570	IMIL1407119	01/16/2019	34.70 02/06/2019
Total 622509030000:					104.10	

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622509210000						
622-509210-000 OFFICE SUPPLY	RICHTER'S MARKETPLACE	Richter's Marketplace - DPW(split)	010819DPW	01/08/2019	4.98	02/06/2019
622-509210-000 OFFICE SUPPLY	MINUTEMAN PRESS OF BURLI	Cross Connection Brochures	37317	01/15/2019	112.83	02/06/2019
622-509210-000 OFFICE SUPPLY	CANON FINANCIAL SERVICES,	Contrat No. WI#505ENT-M15-MFD (split)	19661415	01/13/2019	62.84	02/06/2019
622-509210-000 OFFICE SUPPLY	CANON FINANCIAL SERVICES,	Contract No. 3091 /505ENT-M15-MFDCopier	19661416	01/13/2019	5.59	02/06/2019
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	02/06/2019
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	02/06/2019
622-509350-000 GENERAL PLANT-SUPPLIE	ALSCO	ALSCO DPW (split) Customer # 074781	IMIL1409474	01/23/2019	13.61	02/06/2019
622-509350-000 GENERAL PLANT-SUPPLIE	GRAINGER	Grainger - filters	9044111079	01/02/2019	112.94	02/06/2019
622-509350-000 GENERAL PLANT-SUPPLIE	DONERITE JANITORIAL SERV I	DONERITE BILLING WWTP (split)	3297	01/15/2019	368.00	02/06/2019
622-509350-000 GENERAL PLANT-SUPPLIE	BLUETARP FINANCIAL	Water Dept. Supplies	41877122	01/10/2019	131.99	02/06/2019
Total 622509350000:					<u>640.15</u>	
623575740244						
623-575740-244 SNOW REMOVAL	WANASEK CORPORATION	Snow Removal-Airport	9355	01/15/2019	133.75	02/06/2019
Total 623575740244:					<u>133.75</u>	
802484840000						
802-484840-000 K-NINE UNIT	MIDWEST VETERINARY DENTA	DENTAL-ZANDER	19318	01/10/2019	561.99	02/06/2019
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	02/06/2019
Total 822555551800:					<u>3,000.00</u>	
Grand Totals:					<u><u>87,004.02</u></u>	

Dated: _____

Motion for Approval by: _____

Motion Seconded by: _____

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100444412000						
100-444412-000 PARKING VIOLATIONS	DOWELL-JOHNSON, SHAQUITA	REFUND-PARKING TICKET-WRONG DEPARTMEN	PARK 012919	01/29/2019	124.00	02/08/2019
100-444412-000 PARKING VIOLATIONS	NOWOSAD, ILONA	REFUND-PARKING WRONG DEPARTMENT	020419	01/04/2019	35.00	02/08/2019
Total 100444412000:					159.00	
100515121248						
100-515121-248 MUNI COURT - REP & MAIN	CARLSON RACINE ROOFING	Carlson Racine Roofing Repair Roof-City Hall	27443	10/26/2018	16.75	02/08/2019
Total 100515121248:					16.75	
100515132220						
100-515132-220 ADMIN - UTILITIES	WE ENERGIES	5843-033-004 (split)	5843033004JAN19	01/29/2019	653.23	02/08/2019
Total 100515132220:					653.23	
100515132225						
100-515132-225 ADMIN - TELEPHONE	AT & T	262 767-1389 327 6	262767138901	01/28/2019	279.16	02/08/2019
100-515132-225 ADMIN - TELEPHONE	AT & T	171-798-6300 001 (split)	3813335408	01/19/2019	333.66	02/08/2019
100-515132-225 ADMIN - TELEPHONE	VERIZON WIRELESS	VERIZON ADMIN 286396851-00001	9822826000	01/23/2019	46.53	02/08/2019
Total 100515132225:					659.35	
100515132248						
100-515132-248 REPAIRS & MAINT BUILDIN	CARLSON RACINE ROOFING	Carlson Racine Roofing Repair Roof-City Hall	27443	10/26/2018	197.65	02/08/2019
Total 100515132248:					197.65	
100515132310						
100-515132-310 ADMIN - OFF SUPP-POSTA	DINERS CLUB COMMERCIAL	EIG* Constant Contract (ongoing)	5799 01/19	01/28/2019	5.00	02/08/2019
100-515132-310 ADMIN - OFF SUPP-POSTA	DINERS CLUB COMMERCIAL	Annual Prime Membership Fee	5799 01/19	01/28/2019	119.00	02/08/2019
Total 100515132310:					124.00	
100515132311						
100-515132-311 ADMIN - COMP SOFTWARE	DINERS CLUB COMMERCIAL	In-Design Program-Admin Intern	5799 01/19	01/28/2019	252.11	02/08/2019
Total 100515132311:					252.11	
100515132330						
100-515132-330 ADMIN - INSVC TRAINING &	DINERS CLUB COMMERCIAL	Training-Annau Case Law Update	5799 01/19	01/28/2019	20.00	02/08/2019
Total 100515132330:					20.00	
100515132399						
100-515132-399 ADMIN - SUNDRY EXPENSE	DINERS CLUB COMMERCIAL	Walmart	5815 01/19	01/28/2019	45.95	02/08/2019
100-515132-399 ADMIN - SUNDRY EXPENSE	DINERS CLUB COMMERCIAL	Crossover	6992 01/19	01/28/2019	27.65	02/08/2019
Total 100515132399:					73.60	
100515140248						
100-515140-248 CLERK-REPAIRS & MAINT B	CARLSON RACINE ROOFING	Carlson Racine Roofing Repair Roof-City Hall	27443	10/26/2018	16.75	02/08/2019
Total 100515140248:					16.75	
100515141220						
100-515141-220 FINANCE - UTILITY SERVIC	WE ENERGIES	5843-033-004 (split)	5843033004JAN19	01/29/2019	396.61	02/08/2019

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Total 100515141220:					396.61	
100515141225						
100-515141-225 FINANCE - TELEPHONE	AT & T	171-798-6300 001 (split)	3813335408	01/19/2019	200.20	02/08/2019
100-515141-225 FINANCE - TELEPHONE	VERIZON WIRELESS	VERIZON FINANCE 286396851-00001	9822826000	01/23/2019	46.58	02/08/2019
Total 100515141225:					246.78	
100515141248						
100-515141-248 FINANCE - REP AND MAINT	CARLSON RACINE ROOFING	Carlson Racine Roofing Repair Roof-City Hall	27443	10/26/2018	103.85	02/08/2019
Total 100515141248:					103.85	
100515141330						
100-515141-330 FINANCE - TRAVEL	DINERS CLUB COMMERCIAL	Kalahari Resort	5864 01/19	01/28/2019	116.74	02/08/2019
100-515141-330 FINANCE - TRAVEL	DEQUAKER, STEVE	Mileage Reimbursement	012919	01/29/2019	172.26	02/08/2019
Total 100515141330:					289.00	
100525211220						
100-525211-220 POLICE - UTILITY SERVICE	WE ENERGIES	1461-190-073	1461190073JAN19	01/28/2019	976.05	02/08/2019
100-525211-220 POLICE - UTILITY SERVICE	WE ENERGIES	5843-681-877	5843681877JAN19	01/29/2019	1,602.91	02/08/2019
Total 100525211220:					2,578.96	
100525211225						
100-525211-225 POLICE - TELEPHONE	AT & T	171-798-6300 001 (split)	3813335408	01/19/2019	533.85	02/08/2019
100-525211-225 POLICE - TELEPHONE	VERIZON WIRELESS	VERIZON POLICE 286396851-00001	9822826000	01/23/2019	518.62	02/08/2019
Total 100525211225:					1,052.47	
100525211244						
100-525211-244 POLICE - REPAIR & MAINT	BELGRIN, BOB & MARY ANN	REPAIR DOOR-INCIDENT #18-10803	18-10803	02/06/2019	782.80	02/08/2019
Total 100525211244:					782.80	
100525211310						
100-525211-310 POLICE - OFF SUPP-POSTA	DINERS CLUB COMMERCIAL	Walmart	5815 01/19	01/28/2019	22.40	02/08/2019
Total 100525211310:					22.40	
100525211324						
100-525211-324 POLICE - PUBL,SUBSCRIPT	BURLINGTON ROTARY CLUB	BURLINGTON ROTARY CLUB ANDERSON	62413	12/31/2018	209.00	02/08/2019
Total 100525211324:					209.00	
100525211330						
100-525211-330 POLICE - TRAVEL	DINERS CLUB COMMERCIAL	Buffalo Wild Wings	2208 01/19	01/28/2019	101.50	02/08/2019
100-525211-330 POLICE - TRAVEL	DINERS CLUB COMMERCIAL	Buffalo Wild Wings	2208 01/19	01/28/2019	42.36	02/08/2019
100-525211-330 POLICE - TRAVEL	DINERS CLUB COMMERCIAL	Firehouse Subs	5781 01/19	01/28/2019	91.00	02/08/2019
100-525211-330 POLICE - TRAVEL	DINERS CLUB COMMERCIAL	Park Hotel	5781 01/19	01/28/2019	82.00	02/08/2019
100-525211-330 POLICE - TRAVEL	DINERS CLUB COMMERCIAL	Pizza Hut	5781 01/19	01/28/2019	48.41	02/08/2019
100-525211-330 POLICE - TRAVEL	DINERS CLUB COMMERCIAL	Buffalo Wild Wings	5781 01/19	01/28/2019	80.00	02/08/2019
Total 100525211330:					445.27	
100525211381						
100-525211-381 POLICE - INVESTIGATIONS	DINERS CLUB COMMERCIAL	Notary Renewal-Anderson	5781 01/19	01/28/2019	20.00	02/08/2019

GL Account and Title	Vendor Name	Description	Invoice Number	Invoice Date	Net Invoice Amount	Date Paid
Total 100525211381:					20.00	
100525220157						
100-525220-157	FIRE - INSERVICE TRAININ	DINERS CLUB COMMERCIAL	PennWell Books	8038 01/19	01/28/2019	92.38 02/08/2019
Total 100525220157:					92.38	
100525220159						
100-525220-159	FIRE - CLOTHING ALLOWA	DINERS CLUB COMMERCIAL	FireStore	8038 01/19	01/28/2019	39.92 02/08/2019
Total 100525220159:					39.92	
100525220220						
100-525220-220	FIRE - UTILITY SERVICES	WE ENERGIES	8403-026-057	8403026057JAN19	01/23/2019	1,827.84 02/08/2019
100-525220-220	FIRE - UTILITY SERVICES	WE ENERGIES	8419-416-558	8419416558JAN19	01/29/2019	13.16 02/08/2019
Total 100525220220:					1,841.00	
100525220225						
100-525220-225	FIRE - TELEPHONE	VERIZON WIRELESS	VERIZON FIRE 286396851-00001	9822826000	01/23/2019	95.24 02/08/2019
Total 100525220225:					95.24	
100525220242						
100-525220-242	FIRE - REPAIR & MAINT VE	DINERS CLUB COMMERCIAL	FireStore	8038 01/19	01/28/2019	1,010.59 02/08/2019
Total 100525220242:					1,010.59	
100525220248						
100-525220-248	FIRE - REPAIR MAINT BLDG	DINERS CLUB COMMERCIAL	Firehouse Recliner	8038 01/19	01/28/2019	998.00 02/08/2019
Total 100525220248:					998.00	
100525220310						
100-525220-310	FIRE - OFFICE SUPPLIES	DINERS CLUB COMMERCIAL	Jimmy Johns	8038 01/19	01/28/2019	93.29 02/08/2019
100-525220-310	FIRE - OFFICE SUPPLIES	DINERS CLUB COMMERCIAL	Walgreens	8038 01/19	01/28/2019	3.77 02/08/2019
Total 100525220310:					97.06	
100525231220						
100-525231-220	BLDG INSP UTILITIES	WE ENERGIES	5843-033-004 (split)	5843033004JAN19	01/29/2019	116.65 02/08/2019
Total 100525231220:					116.65	
100525231225						
100-525231-225	BLDG INSP - TELEPHONE	VERIZON WIRELESS	VERIZON BLDG DEPARTMENT	9822826000	01/23/2019	15.00 02/08/2019
Total 100525231225:					15.00	
100525231310						
100-525231-310	BLDG INSP - OPERATING S	DINERS CLUB COMMERCIAL	Code Requirements	0114 01/19	01/28/2019	88.50 02/08/2019
Total 100525231310:					88.50	
100535321220						
100-535321-220	STREETS - UTILITIES	WE ENERGIES	1638-891-345 (split)	1638891345JAN19	01/28/2019	769.96 02/08/2019
100-535321-220	STREETS - UTILITIES	WE ENERGIES	8430-081-671 (split)	8430081671JAN19	01/27/2019	469.84 02/08/2019

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Total 100535321220:					1,239.80	
100535321225						
100-535321-225	STREETS - TELEPHONE	VERIZON WIRELESS	VERIZON STREET 286396851-00001	9822826000	01/23/2019	81.23 02/08/2019
Total 100535321225:					81.23	
100535321242						
100-535321-242	STREETS - REP MAINT VE	WAUSAU EQUIPMENT COMPA	Wausau repair for unit 515 plow	6467893	01/11/2019	302.03 02/08/2019
Total 100535321242:					302.03	
100535321261						
100-535321-261	STREETS - LIGHTING	WE ENERGIES	0818-594-802	0818594802JAN19	01/28/2019	17.88 02/08/2019
100-535321-261	STREETS - LIGHTING	WE ENERGIES	0819-473-268	0819473268JAN19	01/28/2019	131.16 02/08/2019
100-535321-261	STREETS - LIGHTING	WE ENERGIES	0838-352-542	0838352542JAN19	01/25/2019	50.34 02/08/2019
100-535321-261	STREETS - LIGHTING	WE ENERGIES	0850-628-152	0850628152JAN19	01/25/2019	303.86 02/08/2019
100-535321-261	STREETS - LIGHTING	WE ENERGIES	2023-503-060	2023503060JAN19	01/28/2019	169.49 02/08/2019
100-535321-261	STREETS - LIGHTING	WE ENERGIES	4432-157-647	4432157647JAN19	01/29/2019	18,634.98 02/08/2019
100-535321-261	STREETS - LIGHTING	WE ENERGIES	5043-084-318	5043084318JAN19	01/24/2019	61.14 02/08/2019
100-535321-261	STREETS - LIGHTING	WE ENERGIES	5459-100-732	5459100732JAN19	01/29/2019	501.41 02/08/2019
100-535321-261	STREETS - LIGHTING	WE ENERGIES	5465-979-181	5465979181JAN19	01/24/2019	73.01 02/08/2019
100-535321-261	STREETS - LIGHTING	WE ENERGIES	5644-617-733	5644617733JAN19	01/28/2019	153.68 02/08/2019
100-535321-261	STREETS - LIGHTING	WE ENERGIES	5695-147-539	5695147539JAN19	01/28/2019	597.13 02/08/2019
100-535321-261	STREETS - LIGHTING	WE ENERGIES	6893-002-943	6893002943JAN19	01/24/2019	18.96 02/08/2019
100-535321-261	STREETS - LIGHTING	WE ENERGIES	7245-068-041	7245068041JAN19	01/29/2019	259.92 02/08/2019
100-535321-261	STREETS - LIGHTING	WE ENERGIES	7255-756-558	7255756558JAN19	01/23/2019	25.42 02/08/2019
100-535321-261	STREETS - LIGHTING	WE ENERGIES	7467-500-426	7467500426JAN19	01/29/2019	269.85 02/08/2019
100-535321-261	STREETS - LIGHTING	WE ENERGIES	8499-073-119	8499073119JAN19	01/29/2019	249.47 02/08/2019
100-535321-261	STREETS - LIGHTING	WE ENERGIES	9418-285-345	9418285345JAN19	01/29/2019	116.71 02/08/2019
Total 100535321261:					21,634.41	
100535321310						
100-535321-310	STREETS - OFF SUPP/POS	NAPOLI'S PIZZA RESTAURANT	NAPOLIS(split)	58966	01/17/2019	6.10 02/08/2019
Total 100535321310:					6.10	
100535321350						
100-535321-350	STREETS - REP MAINT SUP	RACINE TRUCK SALES	Racine Truck Sales: Parts	172269R	01/07/2019	130.45 02/08/2019
100-535321-350	STREETS - REP MAINT SUP	K&M WELDING AND FABRICATI	Fabricate holes-cutting edge	1717	12/07/2018	85.00 02/08/2019
Total 100535321350:					215.45	
100535321354						
100-535321-354	STREETS-PARKNG STRUC	WE ENERGIES	7082-958-528	7082958528JAN19	01/29/2019	641.50 02/08/2019
Total 100535321354:					641.50	
10055551220						
100-555551-220	PARKS - UTILITIES	WE ENERGIES	1269-762-568	1269762568JAN19	01/28/2019	41.21 02/08/2019
100-555551-220	PARKS - UTILITIES	WE ENERGIES	1638-891-345 (split)	1638891345JAN19	01/28/2019	384.99 02/08/2019
100-555551-220	PARKS - UTILITIES	WE ENERGIES	2428-946-714	2428946714JAN19	01/28/2019	652.66 02/08/2019
100-555551-220	PARKS - UTILITIES	WE ENERGIES	3698-542-543	3698542543JAN19	01/29/2019	17.88 02/08/2019
100-555551-220	PARKS - UTILITIES	WE ENERGIES	6211-699-899	6211699899JAN19	01/28/2019	74.18 02/08/2019
100-555551-220	PARKS - UTILITIES	WE ENERGIES	6895-338-188	6895338188JAN19	01/29/2019	172.23 02/08/2019
100-555551-220	PARKS - UTILITIES	WE ENERGIES	8430-081-671 (split)	8430081671JAN19	01/27/2019	234.91 02/08/2019

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Total 10055551220:					1,578.06	
10055551310						
100-555551-310	PARKS - OFFICE SUPP, PO	NAPOLI'S PIZZA RESTAURANT	NAPOLIS(split)	58966	01/17/2019	6.10 02/08/2019
Total 10055551310:					6.10	
10055551350						
100-555551-350	PARKS - REPAIR/MTCE SUP	REVERE ELECTRIC SUPPLY C	WWTP bulbs for lighting	S3770013.001	01/10/2019	281.59 02/08/2019
100-555551-350	PARKS - REPAIR/MTCE SUP	REVERE ELECTRIC SUPPLY C	WWTP bulbs for lighting	S3770013.002	01/10/2019	115.95 02/08/2019
100-555551-350	PARKS - REPAIR/MTCE SUP	RACINE TRUCK SALES	Racine Truck Sales: Parts	172269R	01/07/2019	130.45 02/08/2019
Total 10055551350:					527.99	
100565639399						
100-565639-399	ECONOMIC DEVELOPMENT	ROGER BROOKS INTERNATIO	VIDEO CONF-BRAND LEADERSHIP TEAM	30012019-BURL	01/30/2019	500.00 02/08/2019
Total 100565639399:					500.00	
100575710299						
100-575710-299	GARBAGE- CNTRCT SVCS	WI DEPT OF NATURAL RESOU	Landfill Annual Report (License #186)	8-11732	01/30/2019	500.00 02/08/2019
Total 100575710299:					500.00	
251555511220						
251-555511-220	UITILITIES	WE ENERGIES	0810-148-657	0810148657JAN19	01/29/2019	1,028.82 02/08/2019
251-555511-220	UITILITIES	WE ENERGIES	5852-857-487	5852857487JAN19	01/28/2019	777.72 02/08/2019
Total 251555511220:					1,806.54	
251555511225						
251-555511-225	TELEPHONE	DINERS CLUB COMMERCIAL	Google (ongoing)	3031 01/19	01/28/2019	62.50 02/08/2019
251-555511-225	TELEPHONE	AT & T	171-798-6300 001 (split)	3813335408	01/19/2019	266.93 02/08/2019
Total 251555511225:					329.43	
251555511242						
251-555511-242	REPAIR, MAINTENANCE EQ	GORDON FLESCH COMPANY, I	staff copier quarterly maintenance fee	12475743	02/06/2019	667.74 02/08/2019
251-555511-242	REPAIR, MAINTENANCE EQ	NAVIANT, INC	Naviant Microfilm Maint. Contract	0136531-IN	11/29/2018	850.00 02/08/2019
Total 251555511242:					1,517.74	
251555511310						
251-555511-310	OFFICE SUPPLIES, POSTA	RICHTER'S MARKETPLACE	Supplies	121818RM	02/06/2019	39.40 02/08/2019
Total 251555511310:					39.40	
251555511312						
251-555511-312	COMPUTER SUPPLIES	LAKESHORE LIBRARY SYSTEM	Computer Support	2033LLS	02/06/2019	300.46 02/08/2019
Total 251555511312:					300.46	
251555511327						
251-555511-327	MATERIALS	BAKER & TAYLOR	Library Materials	203422260	02/06/2019	337.07 02/08/2019
251-555511-327	MATERIALS	BAKER & TAYLOR ENTERTAIN	DVD's	H20917440	02/06/2019	22.31 02/08/2019
251-555511-327	MATERIALS	CENTER POINT LARGE PRINT	Large Print Material	1650179	02/06/2019	66.74 02/08/2019
251-555511-327	MATERIALS	MIDWEST TAPE, LLC	children's DVD's	96665531	02/06/2019	56.22 02/08/2019
251-555511-327	MATERIALS	FINDAWAY WORLD LLC	Lanyards	275363	02/06/2019	26.94 02/08/2019

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251-555511-327 MATERIALS	BAKER & TAYLOR - AUDIOBOO	Audiobooks	2034203377	02/06/2019	23.53	02/08/2019
Total 251555511327:					532.81	
251555511330						
251-555511-330 INSERVICE TRAINING/TRAV	WI LIBRARY ASSN.	Registration Fee-Joseph Davies	5649	01/30/2019	25.00	02/08/2019
Total 251555511330:					25.00	
251555511345						
251-555511-345 PROGRAMS	MELCHI, JENNIFER	reimbursement - supplies	012119	01/21/2019	31.82	02/08/2019
Total 251555511345:					31.82	
453565616830						
453-565616-830 Disaster Exenditure	AT & T	262 767-1904 046 8	262767190401	01/28/2019	701.50	02/08/2019
Total 453565616830:					701.50	
621575740220						
621-575740-220 WWTP-ELECTRIC	WE ENERGIES	0225-428-357 (split)	0225428357JAN19	01/31/2019	273.39	02/08/2019
621-575740-220 WWTP-ELECTRIC	WE ENERGIES	4847-248-215	4847248215JAN19	01/25/2019	247.79	02/08/2019
621-575740-220 WWTP-ELECTRIC	WE ENERGIES	4897-650-087	4897650087JAN19	01/27/2019	69.33	02/08/2019
621-575740-220 WWTP-ELECTRIC	WE ENERGIES	6212-377-525	6212377525JAN19	01/28/2019	3,705.86	02/08/2019
Total 621575740220:					4,296.37	
621575740222						
621-575740-222 GAS	WE ENERGIES	0225-428-357 (split)	0225428357JAN19	01/31/2019	10.13	02/08/2019
621-575740-222 GAS	WE ENERGIES	0862-239-067	0862239067JAN19	01/27/2019	6,049.42	02/08/2019
621-575740-222 GAS	WE ENERGIES	2663-378-614	2663378614JAN19	01/27/2019	516.75	02/08/2019
621-575740-222 GAS	WE ENERGIES	3646-902-199	3646902199JAN19	01/27/2019	218.16	02/08/2019
Total 621575740222:					6,794.46	
621575740225						
621-575740-225 TELEPHONE	VERIZON WIRELESS	VERIZON WWTP 286396851-00001	9822826000	01/23/2019	27.67	02/08/2019
Total 621575740225:					27.67	
621575740244						
621-575740-244 REPAIRS,MAINT EQUIPMEN	REVERE ELECTRIC SUPPLY C	WWTP-Strut Clamps	S3770010.001	01/10/2019	12.85	02/08/2019
Total 621575740244:					12.85	
621575740310						
621-575740-310 OFFICE SUPPLIES, POSTA	NAPOLI'S PIZZA RESTAURANT	NAPOLIS(split)	58966	01/17/2019	6.09	02/08/2019
Total 621575740310:					6.09	
621575740374						
621-575740-374 SAFETY	USABlueBook	USA BLUEBOOK WATER DEPT #85786	780140	01/09/2019	246.15	02/08/2019
Total 621575740374:					246.15	
622506220000						
622-506220-000 POWER	WE ENERGIES	0882-547-355 (split)	0882547355JAN19	01/28/2019	3,949.58	02/08/2019
622-506220-000 POWER	WE ENERGIES	3076-628-864	3076628864JAN19	01/29/2019	2,721.11	02/08/2019
622-506220-000 POWER	WE ENERGIES	3267-293-366	3267293366JAN19	01/27/2019	871.15	02/08/2019

GL Account and Title	Vendor Name	Description	Invoice Number	Invoice Date	Net Invoice Amount	Date Paid
622-506220-000 POWER	WE ENERGIES	3457-108-505	3457108505JAN19	01/29/2019	3,565.80	02/08/2019
622-506220-000 POWER	WE ENERGIES	6271-254-861 (split)	6271254861JAN19	01/28/2019	1,888.31	02/08/2019
622-506220-000 POWER	WE ENERGIES	7255-465-187	7255465187JAN19	01/27/2019	169.02	02/08/2019
622-506220-000 POWER	WE ENERGIES	8682-353-384 (split)	8682353384JAN19	01/29/2019	3,412.79	02/08/2019
Total 622506220000:					16,577.76	
622506230000						
622-506230-000 SUPPLIES	WE ENERGIES	0882-547-355 (split)	0882547355JAN19	01/28/2019	194.05	02/08/2019
622-506230-000 SUPPLIES	WE ENERGIES	1438-804-919	1438804919JAN19	01/29/2019	43.35	02/08/2019
622-506230-000 SUPPLIES	WE ENERGIES	6271-254-861 (split)	6271254861JAN19	01/28/2019	118.83	02/08/2019
622-506230-000 SUPPLIES	WE ENERGIES	6499-874-589	6499874589JAN19	01/27/2019	114.25	02/08/2019
622-506230-000 SUPPLIES	WE ENERGIES	8682-353-384 (split)	8682353384JAN19	01/29/2019	100.72	02/08/2019
622-506230-000 SUPPLIES	WE ENERGIES	9259-879-303	9259879303JAN19	01/28/2019	35.49	02/08/2019
Total 622506230000:					606.69	
622509210000						
622-509210-000 OFFICE SUPPLY	NAPOLI'S PIZZA RESTAURANT	NAPOLIS(split)	58966	01/17/2019	6.09	02/08/2019
Total 622509210000:					6.09	
622509350000						
622-509350-000 GENERAL PLANT-SUPPLIE	WE ENERGIES	1638-891-345 (split)	1638891345JAN19	01/28/2019	769.96	02/08/2019
622-509350-000 GENERAL PLANT-SUPPLIE	WE ENERGIES	8430-081-671 (split)	8430081671JAN19	01/27/2019	469.84	02/08/2019
Total 622509350000:					1,239.80	
623575740225						
623-575740-225 TELEPHONE	AT & T	262-757-0907 307 4	262757090701	01/25/2019	156.43	02/08/2019
Total 623575740225:					156.43	
Grand Totals:					75,201.65	

Dated: _____

Motion for Approval by: _____

Motion Seconded by: _____

GL Account and Title	Vendor Name	Description	Invoice Number	Invoice Date	Net Invoice Amount	Date Paid
10051511247						
100-515111-247 Repairs & Maint Software	SWAGIT PRODUCTIONS, LLC	Video Streaming Services: January 2019	12283	01/31/2019	645.00	
Total 10051511247:					645.00	
10051511399						
100-515111-399 CITY COUNCIL - PUBLICATI	SOUTHERN LAKES NEWSPAPE	Legal - 157 S Pine St.	337720	01/31/2019	24.21	
Total 10051511399:					24.21	
100515121330						
100-515121-330 MUNI COURT - INSRVC TRA	WI MUNI JUDGES ASSOCIATIO	WMJA 2019 Membership - Iselin	2019KI	02/01/2019	100.00	
Total 100515121330:					100.00	
100515132298						
100-515132-298 ADMIN - CONTRACT SERVI	E-vergent.com, LLC	BUS WIRELESS MONTHLY ACCT 1610	B1610-105	02/04/2019	300.00	
100-515132-298 ADMIN - CONTRACT SERVI	NORTHERN ILLINOIS UNIVERSI	Intern-Sponsored Programs	DB-G5B70336-6	01/16/2019	1,200.00	
Total 100515132298:					1,500.00	
100515132310						
100-515132-310 ADMIN - OFF SUPP-POSTA	ALSCO	ALSCO DPW (split) Customer # 074780	IMIL1411789	01/30/2019	2.97	
100-515132-310 ADMIN - OFF SUPP-POSTA	ALSCO	ALSCO DPW (split) Customer # 074780	IMIL1414163	02/06/2019	2.97	
100-515132-310 ADMIN - OFF SUPP-POSTA	Office Copying Equipment, LTD	Sharp MX-5070N (split)	AR76500	01/30/2019	101.76	
100-515132-310 ADMIN - OFF SUPP-POSTA	JOURNAL TIMES	Renewal Acct. No. 130-00015913	130-00015913 2019	01/29/2019	276.00	
Total 100515132310:					383.70	
100515140310						
100-515140-310 CLERK - OFFICE SUPPLIES	Office Copying Equipment, LTD	Sharp MX-5070N (split)	AR76500	01/30/2019	15.00	
Total 100515140310:					15.00	
100515141213						
100-515141-213 FINANCE - ACCTING AND A	SITZBERGER & COMPANY, S.C.	Interim Billing (split)	89377	01/31/2019	9,000.00	
Total 100515141213:					9,000.00	
100515141310						
100-515141-310 FINANCE - OFFICE SUPP/P	Office Copying Equipment, LTD	Sharp MX-500IN Digital Color Imager (split)	AR76500	01/30/2019	23.24	
Total 100515141310:					23.24	
100515161220						
100-515161-220 ATTORNEY - CONTRACT	BJELAJAC, JOHN M	Verizon Watertower Lease	15100-040D 1	01/31/2019	375.00	
100-515161-220 ATTORNEY - CONTRACT	BJELAJAC, JOHN M	Jeff Way-Revocation of CUP	16100-084D 7	01/31/2019	884.57	
100-515161-220 ATTORNEY - CONTRACT	BJELAJAC, JOHN M	Browns Lake Sanitary Sewer Agreement	17100-067D 1	01/31/2019	675.00	
100-515161-220 ATTORNEY - CONTRACT	BJELAJAC, JOHN M	Senior Center	17100-081D 17	01/31/2019	105.00	
100-515161-220 ATTORNEY - CONTRACT	BJELAJAC, JOHN M	Stonegate Addition 2	18100-049D 8	01/31/2019	375.00	
100-515161-220 ATTORNEY - CONTRACT	BJELAJAC, JOHN M	General File - 2019	19100-000D 1	01/31/2019	1,530.00	
Total 100515161220:					3,944.57	
100515161272						
100-515161-272 ATTORNEY - MUNICIPAL C	BJELAJAC, JOHN M	Municipal Court General File - 2019	19100-099D 1	01/31/2019	4,550.55	
Total 100515161272:					4,550.55	

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)	AR76500	01/30/2019	23.23	
100-515181-310 HR-Office Supplies/Postage	J. J. KELLER & ASSOCIATES, IN	ESNTLA OF EMPLOYMNT LAW MANL-1 YR	9103664391	01/22/2019	286.00	
Total 100515181310:					309.23	
100525211240						
100-525211-240 POLICE - FUEL, OIL	VOYAGER FLEET SYSTEMS IN	Voyager Acct. 869297630	869297630905	02/01/2019	2,134.93	
Total 100525211240:					2,134.93	
100525211248						
100-525211-248 POLICE - REP & MAINT BUIL	MENARDS	Supplies-Police Dept	84760	02/01/2019	91.31	
Total 100525211248:					91.31	
100525211310						
100-525211-310 POLICE - OFF SUPP-POSTA	MENARDS	Supplies-Police Dept	84519	01/29/2019	15.31	
100-525211-310 POLICE - OFF SUPP-POSTA	RICHTER'S MARKETPLACE	Richter's Marketplace - Police Dept	020419PD	02/04/2019	16.64	
100-525211-310 POLICE - OFF SUPP-POSTA	RICHTER'S MARKETPLACE	Richter's Marketplace - Police Dept	020419PD*	02/04/2019	15.34	
Total 100525211310:					47.29	
100525211324						
100-525211-324 POLICE - PUBL,SUBSCRIPT	ZAREK INSURANCE, INC.	Renewal - Notary Bond Anderson	7948	01/30/2019	40.00	
Total 100525211324:					40.00	
100525211344						
100-525211-344 POLICE - JANITOR SUPPLIE	REINEMANS, INC.	Supplies-Police Dept	158062	01/31/2019	12.39	
Total 100525211344:					12.39	
100525211381						
100-525211-381 POLICE - INVESTIGATIONS	ACL LABORATORIES	ACL LAB POLICE DEPT 30002225-X661	X661-201901-0	02/01/2019	28.42	
Total 100525211381:					28.42	
100525220240						
100-525220-240 FIRE - FUEL, OIL, LUBRICA	VOYAGER FLEET SYSTEMS IN	Voyager Acct. 869297630	869297630905	02/01/2019	167.47	
Total 100525220240:					167.47	
100525220244						
100-525220-244 FIRE - REPAIR MAINT EQUI	RELIANT FIRE APPARATUS, IN	RELIANT FIRE DEPT SUPPLIES	119-20784	01/28/2019	101.48	
Total 100525220244:					101.48	
100525220248						
100-525220-248 FIRE - REPAIR MAINT BLDG	MENARDS	Supplies-Fire Dept	84709	01/31/2019	24.63	
Total 100525220248:					24.63	
100525220298						
100-525220-298 FIRE- CONTRACT SERVICE	JAMES IMAGING SYSTEMS, IN	Lexmark XS654de - Fire Dept	880411	01/29/2019	639.86	
100-525220-298 FIRE- CONTRACT SERVICE	JAMES IMAGING SYSTEMS, IN	Lexmark XS654de - Fire Dept overage	880411	01/29/2019	25.52	
Total 100525220298:					665.38	

GL Account and Title	Vendor Name	Description	Invoice Number	Invoice Date	Net Invoice Amount	Date Paid
100525220310						
100-525220-310 FIRE - OFFICE SUPPLIES	Office Copying Equipment, LTD	Sharp MX-5070N (split)	AR76500	01/30/2019	42.00	
100-525220-310 FIRE - OFFICE SUPPLIES	REINEMANS, INC.	supplies-Fire Dept	157929	01/28/2019	7.93	
Total 100525220310:					49.93	
100525220324						
100-525220-324 FIRE - MEMBERSHIP & DUE	WI STATE FIRE CHIEF'S ASSN.	Membership Dues 2019	2019 DUES	02/01/2019	95.00	
Total 100525220324:					95.00	
100525220800						
100-525220-800 FIRE - CAPITAL OUTLAY	DIGICORP	Digicorp-Replace Switches	326776	01/29/2019	889.00	
Total 100525220800:					889.00	
100525231310						
100-525231-310 BLDG INSP - OPERATING S	Office Copying Equipment, LTD	Sharp MX-5070N (split)	AR76500	01/30/2019	20.00	
Total 100525231310:					20.00	
100525231372						
100-525231-372 BLDG INSP - AUTO EXPENS	VOYAGER FLEET SYSTEMS IN	Voyager Acct. 869297630	869297630905	02/01/2019	21.26	
Total 100525231372:					21.26	
100535321159						
100-535321-159 STREETS - CLOTHING ALL	ALSCO	ALSCO DPW (split) Customer # 074780	IMIL1411789	01/30/2019	34.69	
100-535321-159 STREETS - CLOTHING ALL	ALSCO	ALSCO DPW (split) Customer # 074780	IMIL1414163	02/06/2019	34.69	
Total 100535321159:					69.38	
100535321240						
100-535321-240 STREETS - FUEL, OIL & LU	VOYAGER FLEET SYSTEMS IN	Voyager Acct. 869297630	869297630905	02/01/2019	5,647.08	
Total 100535321240:					5,647.08	
100535321242						
100-535321-242 STREETS - REP MAINT VE	LOIS TIRE SHOP, INC.	LOIS TIRE - Unit 509	434467	01/25/2019	74.40	
100-535321-242 STREETS - REP MAINT VE	BUMPER TO BUMPER BURLING	#515/519 Worklamp	I-355059	01/30/2019	73.67	
100-535321-242 STREETS - REP MAINT VE	BUMPER TO BUMPER BURLING	\$108/109 Relay	I-355148	02/01/2019	11.91	
100-535321-242 STREETS - REP MAINT VE	KODIAK TRUCK	AXLE SHAFT-2008 GMC DUMP	714222	02/04/2019	50.00	
Total 100535321242:					209.98	
100535321248						
100-535321-248 STREETS REP & MAINT BL	ALSCO	ALSCO DPW (split) Customer # 074781	IMIL1414164	02/06/2019	13.61	
Total 100535321248:					13.61	
100535321298						
100-535321-298 STREETS - CONTRACT SER	GEORGE SCHROEDER TRUCKI	GEORGE SCHROEDER SNOW REMOVAL	518781	01/26/2019	9,600.00	
100-535321-298 STREETS - CONTRACT SER	TAPCO	Maintenance Contract	I626957	01/24/2019	3,418.06	
100-535321-298 STREETS - CONTRACT SER	KAPUR & ASSOCIATES, INC.	18.0348.01 2018 Burlington Utility Permits	96710	01/15/2019	550.00	
Total 100535321298:					13,568.06	
100535321310						
100-535321-310 STREETS - OFF SUPP/POS	RICHTER'S MARKETPLACE	Richter's Marketplace - DPW(split)	020519DPW	02/05/2019	4.98	

GL Account and Title	Vendor Name	Description	Invoice Number	Invoice Date	Net Invoice Amount	Date Paid
Total 100535321310:					4.98	
100535321350						
100-535321-350	STREETS - REP MAINT SUP	KIMBALL MIDWEST	KIMBALL MIDWEST DPW ACCT #4249	6903865	02/05/2019	419.62
100-535321-350	STREETS - REP MAINT SUP	REINEMANS, INC.	Supplies-DPW	157490	01/18/2019	4.49
100-535321-350	STREETS - REP MAINT SUP	REINEMANS, INC.	Supplies-DPW	157762	01/24/2019	17.83
100-535321-350	STREETS - REP MAINT SUP	REINEMANS, INC.	Supplies-DPW	157947	01/29/2019	3.15
100-535321-350	STREETS - REP MAINT SUP	REINEMANS, INC.	Supplies-DPW	158222	02/04/2019	4.95
100-535321-350	STREETS - REP MAINT SUP	WAUSAU EQUIPMENT COMPA	Wausau parts for plows	6476899	01/22/2019	241.75
Total 100535321350:					691.79	
100545411291						
100-545411-291	HEALTH OFFICER-CONTRA	CENTRAL RACINE COUNTY HE	Semi-Annual Billing Health Dept Operating	20190101	01/25/2019	39,325.00
Total 100545411291:					39,325.00	
100555512291						
100-555512-291	HISTORICAL SOCIETY DON	BURLINGTON HISTORICAL SO	HISTORICAL SOCIETY DONATION	2019	02/05/2019	1,000.00
Total 100555512291:					1,000.00	
100555551159						
100-555551-159	PARKS - CLOTHING	ALSCO	ALSCO DPW (split) Customer # 074780	IMIL1411789	01/30/2019	34.69
100-555551-159	PARKS - CLOTHING	ALSCO	ALSCO DPW (split) Customer # 074780	IMIL1414163	02/06/2019	34.69
Total 100555551159:					69.38	
100555551240						
100-555551-240	PARKS - FUEL, OIL, LUBRIC	VOYAGER FLEET SYSTEMS IN	Voyager Acct. 869297630	869297630905	02/01/2019	455.31
Total 100555551240:					455.31	
100555551242						
100-555551-242	PARKS - REPAIR MAINT VE	LOIS TIRE SHOP,INC.	LOIS TIRE - Unit 509	434467	01/25/2019	74.40
100-555551-242	PARKS - REPAIR MAINT VE	BUMPER TO BUMPER BURLING	#515/519 Worklamp	I-355059	01/30/2019	73.67
100-555551-242	PARKS - REPAIR MAINT VE	BUMPER TO BUMPER BURLING	\$108/109 Relay	I-355148	02/01/2019	11.91
100-555551-242	PARKS - REPAIR MAINT VE	KODIAK TRUCK	AXLE SHAFT-2008 GMC DUMP	714222	02/04/2019	50.00
Total 100555551242:					209.98	
100555551248						
100-555551-248	PARKS - REPAIR MAINT BL	ALSCO	ALSCO DPW (split) Customer # 074781	IMIL1414164	02/06/2019	6.80
Total 100555551248:					6.80	
100555551310						
100-555551-310	PARKS - OFFICE SUPP, PO	RICHTER'S MARKETPLACE	Richter's Marketplace - DPW(split)	020519DPW	02/05/2019	5.00
Total 100555551310:					5.00	
100555551350						
100-555551-350	PARKS - REPAIR/MTCE SUP	KIMBALL MIDWEST	KIMBALL MIDWEST DPW ACCT #4249	6903865	02/05/2019	419.62
100-555551-350	PARKS - REPAIR/MTCE SUP	MENARDS	COVER FOR WREATHS	83418	01/16/2019	6.78
100-555551-350	PARKS - REPAIR/MTCE SUP	REINEMANS, INC.	Supplies-DPW	157490	01/18/2019	4.49
100-555551-350	PARKS - REPAIR/MTCE SUP	REINEMANS, INC.	Supplies-DPW	157762	01/24/2019	17.83
100-555551-350	PARKS - REPAIR/MTCE SUP	REINEMANS, INC.	Supplies-DPW	157947	01/29/2019	3.14
100-555551-350	PARKS - REPAIR/MTCE SUP	REINEMANS, INC.	Supplies-DPW	158222	02/04/2019	4.94

GL Account and Title	Vendor Name	Description	Invoice Number	Invoice Date	Net Invoice Amount	Date Paid
100-555551-350 PARKS - REPAIR/MTCE SUP	WAUSAU EQUIPMENT COMPA	Wausau parts for plows	6476899	01/22/2019	241.75	
Total 100555551350:					698.55	
100565641298						
100-565641-298 PLAN COMM - CONTRACT S	GRAEF	Project No: 2018-1005.01	0101854	01/29/2019	1,049.41	
100-565641-298 PLAN COMM - CONTRACT S	GRAEF	Project No: 2018-1005.02 Historic Preservation	0101855	01/29/2019	1,401.08	
100-565641-298 PLAN COMM - CONTRACT S	GRAEF	Project No: 2018-1005.32 Aldi	0101856	01/29/2019	1,086.25	
100-565641-298 PLAN COMM - CONTRACT S	GRAEF	Project No: 2018-1005.34 - Millers -BMOP	0101857	01/29/2019	1,245.59	
100-565641-298 PLAN COMM - CONTRACT S	GRAEF	Project No: 2018-1005.37 Falcon Ridge	0101858	01/29/2019	125.00	
100-565641-298 PLAN COMM - CONTRACT S	GRAEF	Project No: 2018-1005.42 Scherrer Const-2756 Whiti	0101859	01/29/2019	819.25	
100-565641-298 PLAN COMM - CONTRACT S	GRAEF	Project No: 2018-1005.43 Cross Luthern Church	0101860	01/29/2019	855.75	
Total 100565641298:					6,582.33	
100575710297						
100-575710-297 GARBAGE- CONTRACT SVC	JOHNS DISPOSAL SERVICE IN	Riverview Manor (split)	253294	01/31/2019	126.19	
Total 100575710297:					126.19	
100575710298						
100-575710-298 GARBAGE - CONTRACT SV	JOHNS DISPOSAL SERVICE IN	CONTRACTED BILLING/GARBAGE	252801	01/25/2019	33,180.35	
100-575710-298 GARBAGE - CONTRACT SV	JOHNS DISPOSAL SERVICE IN	CONTRACTED BILLING/RECYCLE	252801	01/25/2019	13,076.00	
100-575710-298 GARBAGE - CONTRACT SV	JOHNS DISPOSAL SERVICE IN	Riverview Manor (split)	253294	01/31/2019	371.00	
Total 100575710298:					46,627.35	
453565616825						
453-565616-825 2017 Kendall Street Project	KAPUR & ASSOCIATES, INC.	18.0109.01 2018 Burlington Streets (split)	96727	01/15/2019	260.00	
Total 453565616825:					260.00	
465515132800						
465-515132-800 CITY ADMINISTRATOR	DIGICORP	Digicorp-Replace Switches	326776	01/29/2019	889.00	
Total 465515132800:					889.00	
465515141802						
465-515141-802 FINANCE CAPITAL OUTLAY	DIGICORP	Digicorp-Replace Switches	326776	01/29/2019	890.00	
Total 465515141802:					890.00	
465525211800						
465-525211-800 POLICE OUTLAY	DIGICORP	Digicorp-Replace Switches	326776	01/29/2019	889.00	
Total 465525211800:					889.00	
465535321800						
465-535321-800 STREETS OUTLAY	DIGICORP	Digicorp-Replace Switches	326776	01/29/2019	889.00	
Total 465535321800:					889.00	
465555551804						
465-555551-804 PARKS CAPITAL OUTLAY P	TCF EQUIPMENT FINANCE, INC	Mower Financing- Contrat # 008-0658807-300	5852781	01/14/2019	686.56	
Total 465555551804:					686.56	
621575740159						
621-575740-159 CLOTHING ALLOWANCE	ALSCO	ALSCO WWTP (split) Cust # 012230	IMIL1409476	01/23/2019	83.10	

GL Account and Title	Vendor Name	Description	Invoice Number	Invoice Date	Net Invoice Amount	Date Paid
621-575740-159 CLOTHING ALLOWANCE	ALSCO	ALSCO WWTP (split) Cust # 012230	IMIL1411791	01/30/2019	83.10	
621-575740-159 CLOTHING ALLOWANCE	ALSCO	ALSCO WWTP (split) Cust # 012230	IMIL1414166	02/06/2019	71.87	
Total 621575740159:					238.07	
621575740240						
621-575740-240 FUEL, OIL AND LUBRICANT	VOYAGER FLEET SYSTEMS IN	Voyager Acct. 869297630	869297630905	02/01/2019	347.75	
Total 621575740240:					347.75	
621575740242						
621-575740-242 REPAIR,MAINTENANCE VE	WELDERS SUPPLY COMPANY	WELDERS SUPPLY- WWTP	10049882	01/31/2019	22.95	
Total 621575740242:					22.95	
621575740244						
621-575740-244 REPAIRS,MAINT EQUIPMEN	ALSCO	ALSCO WWTP (split) Cust # 012230	IMIL1409476	01/23/2019	13.44	
621-575740-244 REPAIRS,MAINT EQUIPMEN	ALSCO	ALSCO WWTP (split) Cust # 012230	IMIL1411791	01/30/2019	13.44	
621-575740-244 REPAIRS,MAINT EQUIPMEN	ALSCO	ALSCO WWTP Cust # 012231 (split)	IMIL1411792	01/30/2019	134.97	
621-575740-244 REPAIRS,MAINT EQUIPMEN	ALSCO	ALSCO WWTP (split) Cust # 012230	IMIL1414166	02/06/2019	13.44	
621-575740-244 REPAIRS,MAINT EQUIPMEN	MENARDS	Supplies-WWTP	83331	01/15/2019	32.15	
Total 621575740244:					207.44	
621575740245						
621-575740-245 GROUND IMPROVEMENTS	JD FINANCIAL	John Deere - purchase parts	V02071	01/25/2019	18.68	
Total 621575740245:					18.68	
621575740248						
621-575740-248 PLANT OPERATION	CAPP INC.	red pens	S2307833.001	01/16/2019	72.66	
Total 621575740248:					72.66	
621575740249						
621-575740-249 LABORATORY	ALSCO	ALSCO WWTP Cust # 012231 (split)	IMIL1411792	01/30/2019	94.35	
621-575740-249 LABORATORY	NCL OF WISCONSIN, INC	Hot Air Flexible Tubing	418443	01/30/2019	513.53	
621-575740-249 LABORATORY	KROGER	Customer # MI0390: DI Water	1218039711	02/02/2019	128.16	
Total 621575740249:					736.04	
621575740253						
621-575740-253 PHOSPHATE REMOVAL	KEMIRA WATER SOLUTIONS	KEMIRA WWTP PIX-111 BULK	9017619489	01/16/2019	1,780.02	
621-575740-253 PHOSPHATE REMOVAL	YSI INCORPORATED, A XYLEM	WWTP - cleaning solution	768349	01/29/2019	392.41	
Total 621575740253:					2,172.43	
621575740298						
621-575740-298 CONTRACT SERVICE	BAXTER & WOODMAN, INC.	170146.31 Phosphous Compliance Alternatives	0203916	01/18/2019	2,010.00	
621-575740-298 CONTRACT SERVICE	SITZBERGER & COMPANY, S.C.	Interim Billing (split)	89377	01/31/2019	4,500.00	
621-575740-298 CONTRACT SERVICE	DONOHUE & ASSOCIATES INC	REPLACE VIEWING NODE-HMI	13535-01	02/07/2019	1,842.24	
Total 621575740298:					8,352.24	
621575740310						
621-575740-310 OFFICE SUPPLIES, POSTA	RICHTER'S MARKETPLACE	Richter's Marketplace - DPW(split)	020519DPW	02/05/2019	5.00	
Total 621575740310:					5.00	

GL Account and Title	Vendor Name	Description	Invoice Number	Invoice Date	Net Invoice Amount	Date Paid
621575740353						
621-575740-353 REPAIR & MAINT LIFT STAT	L.W. ALLEN, LLC.	Parts	107351	01/28/2019	1,503.54	
621-575740-353 REPAIR & MAINT LIFT STAT	EVOQUA WATER TECHNOLOGI	SIEMENS WWTP BIOXIDE	903867541	01/29/2019	1,398.42	
Total 621575740353:					2,901.96	
621575740371						
621-575740-371 REG/PERMITS/OUTSIDE TE	NORTHERN LAKE SERVICE, IN	NORTHERN LAKE SERVICE WWTP TESTING	349328	01/22/2019	133.50	
Total 621575740371:					133.50	
622509030000						
622-509030-000 OFFICE SUPPLIES	ALSCO	ALSCO DPW - Water Customer #025570	IMIL1409475	01/23/2019	34.70	
622-509030-000 OFFICE SUPPLIES	ALSCO	ALSCO DPW - Water Customer #025570	IMIL1411790	01/30/2019	34.70	
Total 622509030000:					69.40	
622509210000						
622-509210-000 OFFICE SUPPLY	RICHTER'S MARKETPLACE	Richter's Marketplace - DPW(split)	020519DPW	02/05/2019	5.00	
Total 622509210000:					5.00	
622509230000						
622-509230-000 OUTSIDE SERVICES	SITZBERGER & COMPANY, S.C.	Interim Billing (split)	89377	01/31/2019	4,500.00	
Total 622509230000:					4,500.00	
622509330000						
622-509330-000 TRANSPORTATION-SUPPLI	VOYAGER FLEET SYSTEMS IN	Voyager Acct. 869297630	869297630905	02/01/2019	423.25	
Total 622509330000:					423.25	
622509350000						
622-509350-000 GENERAL PLANT-SUPPLIE	ALSCO	ALSCO DPW (split) Customer # 074781	IMIL1414164	02/06/2019	13.61	
Total 622509350000:					13.61	
623575740298						
623-575740-298 CONTRACT SERVICES	MEISNER, GARY	MEISNER AIRPORT MANAGER FEB BILLING	2019FEB	01/02/2019	288.40	
Total 623575740298:					288.40	
822555551800						
822-555551-800 DeRozier Fund Expenses	MENARDS	Senior Center	84518	01/29/2019	8.98	
Total 822555551800:					8.98	
Grand Totals:					165,215.68	

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

Motion for Approval by: _____

Motion Seconded by: _____



DATE: February 20, 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	Henrichs, Barry John
Barrios, Savanna Rose	Kinney, Jacelynn Marie
Bosanec, Michelle Lynn	Macea, Neosys
Bronder, Tanya Lee	McCourt, Nolan Joseph
Carbajal, Ana Maria	McKusker, Kyle James
Daceneo-Dobbs, Alycia Marie	Nichols, John Travis
Deakyne, Barbara Ann	Patel, Yogeshkumar A.
Erickson, Kathryn Alyssa	Penzel, James George
Ewing, Kendra Rose	Reynolds, Kelly Marie
Fries, Katelin Lee	Rohner, David R.
Griffin, Deena Marie	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 20, 2019 Common Council meeting.



DATE: February 20, 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 20, 2019 Common Council meeting.



DATE: February 20, 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 20, 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 20, 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, Assistant City Administrator | Zoning Administrator

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 20, 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:

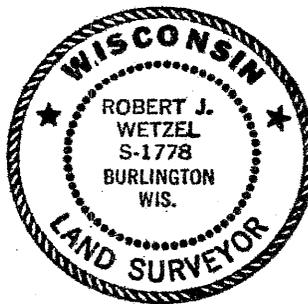
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SURVEYOR'S CERTIFICATE:

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.

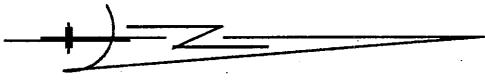
DATED THIS 23RD DAY OF JULY, 2018.
REVISED THIS 9TH DAY OF JANUARY, 2019


ROBERT J. WETZEL S-1778

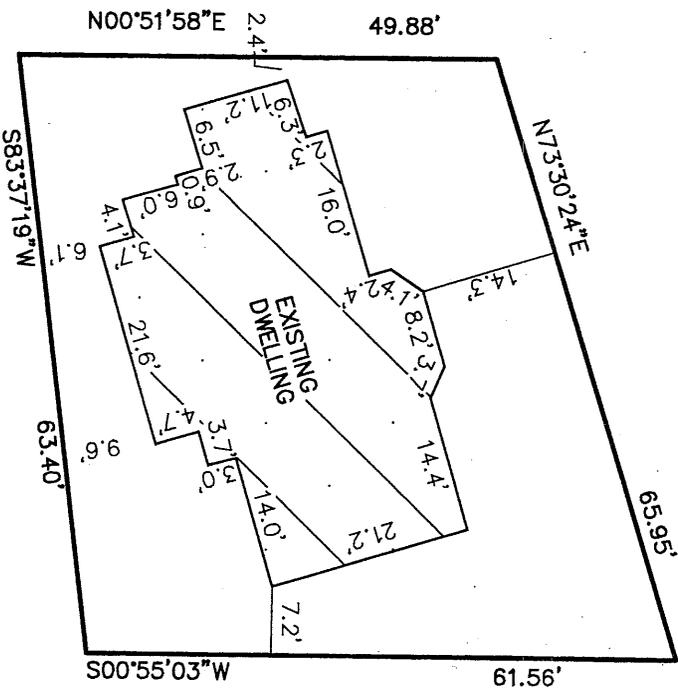


CERTIFIED SURVEY MAP NO. _____

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.

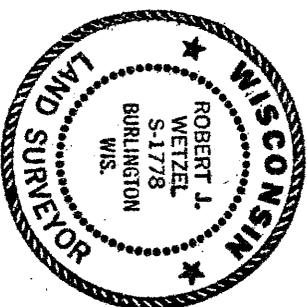


SCALE 1" = 20'



LOT 1
DETAIL

AREA
3,505 sq.ft.



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

REVISED: JANUARY 9, 2019

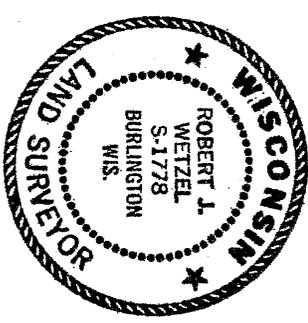
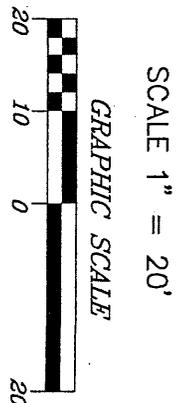
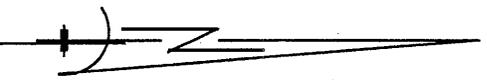
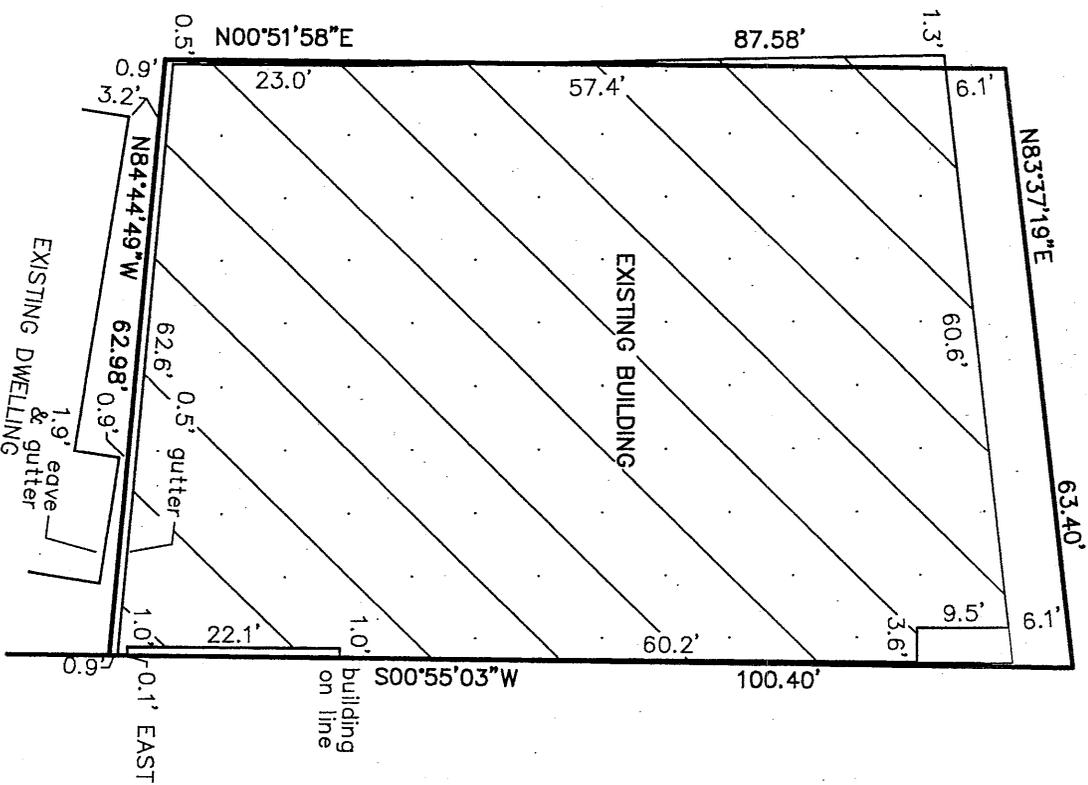
SHEET 3 OF 6

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

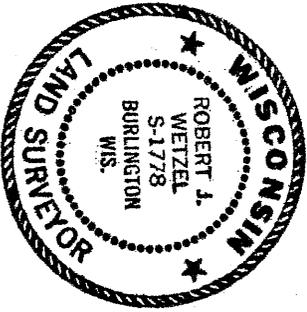
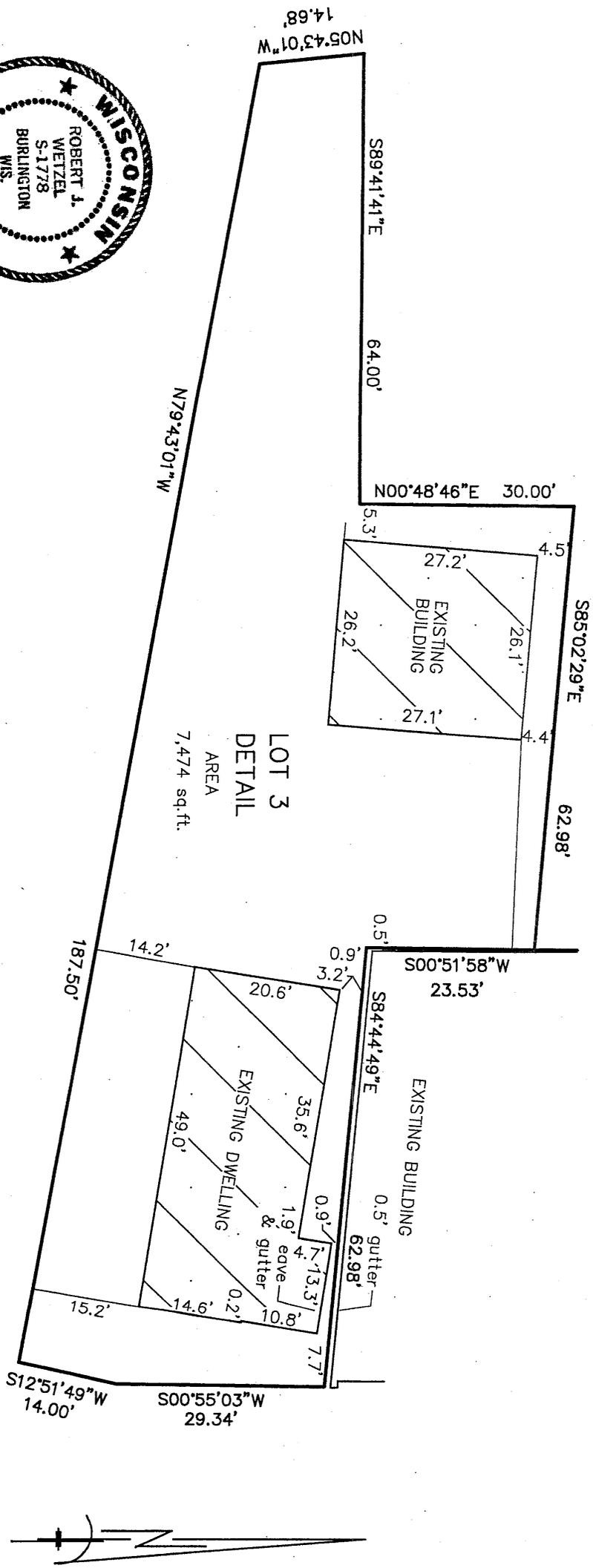
AREA
5,906 sq.ft.



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

CERTIFIED SURVEY MAP NO. _____

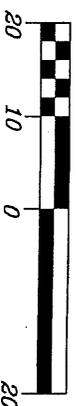
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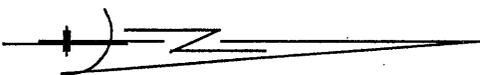
Robert J. Wetzel
 ROBERT J. WETZEL
 S-1778

JULY 23, 2018
 REVISED: JANUARY 9, 2019

SHEET 5 OF 6



SCALE 1" = 20'
 GRAPHIC SCALE



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 20, 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 20, 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 20, 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 20, 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]

C:\MyFiles\RDB\SMART\SMART Agreement (final) 10.23.18.docx

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
KEVIN LANGER

[Municipal Official]

Peter Nimmer
PETER NIMMER

[Chief of Police or Sheriff]

ATTEST:

Quinn Halbach

[Municipal Clerk]



DATE: February 20, 2019

SUBJECT: RESOLUTION 4932(34) - To consider approving the Annual Contract between the City of Burlington and the Racine County Economic Development Corporation (RCEDC) for 2019 Economic Development Initiatives in the amount of \$47,638.82.

SUBMITTED BY: Carina Walters, City Administrator

BACKGROUND/HISTORY:

The Racine County Economic Development Corporation (RCEDC) has been an important asset in the City’s economic development. In particular, the RCEDC works closely with staff and businesses wishing to locate to and/or expand in Burlington. Such initiatives have included both federal and state funding. Further, RCEDC has been an essential resource during the 2016 Downtown Strategic Plan sessions, as well as the continual monthly meetings with downtown business owners to facilitate the initiatives from the plan.

The cost of this assistance to Burlington is divided into two components. First, for economic and community development assistance, the cost is \$42,400 and is the same as it has been since 2016. Second, the annual cost of administration of Burlington’s CDBG RLF is \$5,238.82, based on 20 percent of the loan payments (see Attachment A) and is an expense charged to the Burlington CDBG RLF loan fund (originally sourced with Wisconsin CDBG program). This cost may change should additional loans be made or should other loans be paid in full. The RCEDC will notify Burlington of any changes. The cost of administering the Burlington TID RLF is currently covered through monthly servicing fees charged directly to the RLF loan recipients. As both programs are restructured, administrative costs may need to be re-evaluated with a new proposal to be considered by City of Burlington in the future.

Payments will be made during the first week of each quarter, upon the receipt of an invoice from the RCEDC. The cost of developing any additional materials and significant printing and mailing of items necessary to implement these services are outside the scope of the Agreement and will be negotiated on an as necessary basis.

BUDGET/FISCAL IMPACT:

Costs associated with this contract are within the 2019 annual budget.

RECOMMENDATION:

Staff recommends approval of this annual renewal to retain valuable services and resources with RCEDC.

TIMING/IMPLEMENTATION:

This item is for discussion at the February 20, 2019 Committee of the Whole meeting and due to timing is scheduled for final consideration at the same evening Common Council meeting.

Attachments

- Res 4932(34) RCEDC Annual Agreement
- RCEDC Annual Agreement

**A RESOLUTION APPROVING A LETTER OF AGREEMENT BETWEEN
THE CITY OF BURLINGTON AND THE RACINE COUNTY ECONOMIC
DEVELOPMENT CORPORATION (RCEDC) FOR 2019**

WHEREAS, the *Racine County Economic Development Corporation* provides economic development, community development, and related technical assistance to the City of Burlington; and,

WHEREAS, the *Racine County Economic Development Corporation* also coordinates this assistance on a day-to-day basis with the City Administration, as well as coordinating the discussion of policy-related issues with the City Administration, the Mayor and City Council; and,

WHEREAS, the City of Burlington believes that it is in the City's best interest to contract with the *Racine County Economic Development Corporation* for organizational development assistance, business retention assistance, business attraction activities, community development assistance, and business financing assistance; and,

WHEREAS, the *Racine County Economic Development Corporation* has been a qualified provider of such economic development related services for the City of Burlington in the past; and,

WHEREAS, the cost of this assistance shall cost \$47,638.82 with payments being made during the first week of each quarter, upon the receipt of an invoice from the RCEDC.

NOW, THEREFORE, BE IT RESOLVED by the Common Council of the City of Burlington, Racine County, State of Wisconsin, that the City of Burlington shall enter into an agreement with the *Racine County Economic Development Corporation* for a period of one year, beginning January 1, 2019, as stated in the attached agreement (Exhibit "A"), dated January 24, 2019.

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

Introduced: February 20, 2019

Adopted:

Jeannie Hefty, Mayor

Attest:

Diahnn Halbach, City Clerk

January 24, 2019

Jeannie Hefty, Mayor
City of Burlington
300 North Pine St.
Burlington, WI 53105

Dear Mayor Hefty:

This letter is intended to serve as a letter agreement between the City of Burlington, hereinafter referred to as "Burlington" and the Racine County Economic Development Corporation (RCEDC). In accordance with this agreement, the RCEDC agrees to continue to provide economic and community development technical assistance to Burlington. Such assistance will be coordinated on a day-to-day basis with the Administration and, with regard to policy-related issues coordinated with City Administration, the Mayor and City Council.

As in years past, this letter agreement combines the economic development services contract with the administration of Burlington's Revolving Loan Fund (RLF).

PURPOSE

The purpose of the agreement is to further the overall goals of community and economic development by facilitating job growth and investment, resulting in new tax base for Burlington, through interagency cooperation and services provided by the RCEDC. In particular, this Agreement will result in the provision of technical assistance relative to Burlington's initiative to conduct various development and redevelopment projects in the central business district and its environs.

AGREEMENT

The RCEDC agrees to provide direct economic and community development assistance to Burlington in accordance with the objectives promulgated by the Mayor, City Council and City Administrator. The RCEDC has assigned Jenny Trick, Executive Director as the economic development staff person to Burlington who will act as the City's economic development advocate, in partnership with other RCEDC staff, and will expend best efforts to promote business recruitment, business retention and expansion, community development and business finance resources to support Burlington and its companies.

Throughout the balance of the agreement, it should be noted that there are three primary categories of assistance – that are provided directly from RCEDC; activities that RCEDC is a collaborative partner; and activities that RCEDC tracks to determine the health of Racine County. All of these activities are captured in the RCEDC work plan as shown in the attached Snapshot document.

I. RCEDC Direct Role – Business Development

- A. RCEDC will develop and implement community and economic development programs, with priority on 1st and 2nd stage businesses (less than 100 employees) that result in the retention and creation of jobs and increase the tax base in Racine County.
1. RCEDC will recruit 10 new companies to Racine County;
 2. RCEDC will provide direct assistance to 18 expanding Racine County companies;
 3. RCEDC will market and administer micro-funding grant programs to Racine County businesses and facilitate 25 grant applications;
 4. RCEDC will provide financial assistance (loans, grants and facilitate state and local incentives) that support job creation with a goal to create and or retain 550 jobs in Racine County;
 5. RCEDC will provide technical and financial assistance to projects that result in private investment and new construction with a goal to facilitate \$71 million in new investment of which \$40 million will be new construction;
 6. RCEDC will provide technical and financial assistance to projects that on average result in jobs created and or retained with average wage levels of \$20/hour or greater;
 7. RCEDC will provide technical and financial assistance to projects that result in the receipt of local and state incentives that total \$2 million;
 8. RCEDC will provide financial assistance to projects that result in a total of \$9,000,000 in new RCEDC loans;
 9. RCEDC will measure the average percentage of RCEDC loan recipients' revenue growth after business financing was provided with a goal to see 10% revenue growth;
 10. RCEDC will generate 90 new prospects with the goal of converting 30% of the prospects into projects;
 11. RCEDC will complete 200 outreach calls and visits to businesses and intermediary parties (lenders, real estate professionals, etc.);
 12. RCEDC will launch or fund one new program; and
 13. RCEDC will provide technical and financial assistance to economically disadvantaged projects with a goal to assist a minimum of 5% of the total number of projects.
- B. RCEDC will provide technical assistance to communities on a number of major, multi-year projects including the following:
1. Highway K business park development (Caledonia);
 2. Long range planning and public utility expansion (Yorkville);
 3. Implementation of development transparency and expedited plan reviews (Racine County);
 4. Expansion of Business and Manufacturing Park (Burlington);
 5. Redevelopment of Highway 11 Commercial Corridor (Sturtevant);
 6. Redevelopment of Rootworks area (Racine);
 7. Redevelopment of Uptown area (Racine);

8. Support to Foxconn, its Supplier Companies, Innovation Center and related activities (Mount Pleasant, Racine, and Racine County);
 9. Racine County State of the Area Report (Western Racine County);
 10. Residential development (multi-family, townhouses, condos, etc.) (Racine County);
 11. Talent recruitment and Greater Racine County website and related marketing (Racine County).
- C. In addition to the above, RCEDC will assist City businesses via direct contact or referrals from the Mayor and Director of City Planning and report findings to the Mayor. When meeting with local companies, RCEDC staff will provide information on existing State, federal and local economic development resources that may assist the needs of local businesses. These programs include low-interest loans, tax credit programs, grants and workforce development assistance.
- D. Provide assistance through the development of customized proposals to businesses interested in establishing a location within the City per direct contact or referral from the Mayor or City Leadership. This activity includes providing copies of such proposals, when requested, to the Mayor and City Administrator, as well as a status report on such businesses as part of this agreement's semi-annual reports, coordinating regular meetings with the Mayor and City Administrator, and maintaining a periodic business follow-up procedure.
- E. Provide written and verbal semi-annual reports to the Mayor, City Council and City Administrator. This activity will include a summary of the activities conducted during the reporting period.

II. RCEDC Direct Role - Marketing

- A. RCEDC will play an active role in positioning Racine County as a preferred location to do business, work and live through a variety of ways:
1. Attend domestic tradeshows and events for the purpose of recruiting new investment and businesses to Racine County;
 2. Maintain membership and regularly attend Chicago Area Industrial Real Estate (AIRE) networking functions;
 3. Maintain membership and regularly attend Milwaukee's NAIOP Commercial Real Estate Development Association and Commercial Association of Realtors Wisconsin (CARW) networking functions;
 4. Actively engage in social media and publish e-newsletters on economic development activities and events;
 5. Host a minimum of four educational networking events including the annual meeting;
 6. Author media articles featuring Racine County economic development issues;
 7. Update RCEDC, Business Lending Partners (BLP, the finance division of RCEDC) and Greater Racine County websites, marketing materials and social media platforms with projects, local company news and national and international articles of business interest;

8. Feature local project successes on the RCEDC and BLP websites; and
9. Coordinate Greater Racine County (www.GreaterRacineCounty.com) messaging, social media and related with the goal to increase the number of people living and working in Racine County.

III. RCEDC Direct Role - Talent

At no other time have there been greater concerns about the talent shortfall than now. With historically low unemployment rates, businesses expanding, new companies establishing locations in Racine County, historically large construction projects and Foxconn's hiring underway, this subject demands more resources—so RCEDC will be dedicating financial resources to this effort. Beginning in January 2019, Racine County will begin a workforce development strategic plan.

- A. RCEDC will work in partnership with Racine County Workforce Development in the creation of a county-wide workforce strategic plan and will allocate funding to add a staff person dedicated to talent recruitment activities. The effort will result in a plan to align Racine County workforce resources to benefit Racine County residents and employers.
- B. RCEDC working with Racine County and Real Racine will implement the Greater Racine County talent recruitment initiative, including the management of the www.GreaterRacineCounty.com website which includes a local job board, videos, and a robust marketing strategy to attract talent to Racine County by providing critical information to individuals and families relocating to southeast Wisconsin on why Racine County is a great place to live and work. This marketing initiative will work in companion with WEDC's talent attraction campaign.

IV. RCEDC Direct Role - Business Finance

- A. Through business retention and recruitment activities, provide existing and potential businesses with information and assistance relative to available State, federal and local business development financing programs. This activity includes providing business loans to businesses utilizing appropriate RCEDC business finance staff to develop loan applications. This activity also includes providing grants available through the Racine County Matching Grant Program to qualifying businesses.
- B. The RCEDC has been designated as the Burlington Revolving Loan Fund (RLF) program administrator since August 19, 1992. The services being provided by the RCEDC relate to two separate RLFs: 1) The State regulated Community Development Block Grant (CDBG)-RLF; and 2) the Tax Incremental District (TID)-RLF. Both RLF's are in the process of undergoing changes with the assistance of RCEDC. The Burlington CDBG RLF is undergoing a State mandated "RLF Close Program" whereby a re-use of funds are being sought within the next two years and the RLF being discontinued. The Burlington TID RLF is being restructured as a City-wide program no longer restricted to businesses within the TID and the Policy Manual is being re-written to meet the current needs of local business. General services for both RLF's continue to include the following:
 1. Review and, if necessary, revision of the RLF program as needed.

2. Preparation of the appropriate marketing plan and marketing materials to promote the programs.
3. Implementation of the marketing program, therefore re-lending the loan funds.
4. Meetings with potential applicants to inform them of the parameters of the RLF program.
5. Screening of applications relative to their eligibility for the RLF program.
6. Working with eligible businesses in the preparation of applications to the RLF program and the review of these application materials for any deficiencies.
7. Recommendations to the Community Development Authority and/or Council of the Whole (City Council) relative to loans that qualify for the RLF program.
8. Coordination of all loan closings.
9. Annually risk rating all loans in the portfolio to evaluate the level of risk for the loan;
10. Meeting with loan recipients during the term of their loans to identify how the business is performing and refer to other resources available to support or help grow their business;
11. Major servicing actions will be considered by the RCEDC and City of Burlington staff and a recommendation forwarded to the City Council for formal consideration. Major servicing actions will be considered by the RCEDC staff, together with the Mayor or City Administrator or other designated City staff. These actions would include:
 - a. Actions that do not significantly affect the interest of the City of Burlington in an adverse manner.
 - b. Subordination to a new senior lien holder (usually a bank) provided no new money is being let that would adversely impact the City's loan.
 - c. Other servicing actions that can be defined as minor.
12. Collection of monthly payments and monitoring of the projects for compliance with Wisconsin Department of Administration regulations, and all other aspects of servicing the loans. In performing the work for this contract the RCEDC agrees to adhere to the following:
 - a. Civil Rights Act of 1964. Under Title VI of the Civil Rights Act of 1964, no person shall, on the grounds of race, color or national origin, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving federal financial assistance.
 - b. Section 109 of the Housing and Community Development Act of 1974. No person in the United States shall, on the grounds of race, color, national origin, sex, age or handicap be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving federal financial assistance.
 - c. Coordinate the City's RLF program with other State and federal business loan programs in order to ensure the lowest cost business financing for the customer.

V. RCEDC Collaborative Role

- A. Coordinate the City's economic development initiatives with, but not limited to, the following agencies:
 - Gateway Technical College
 - Milwaukee 7
 - Real Racine
 - Southeastern Wisconsin Regional Planning Commission
 - U.S. Economic Development Administration
 - U.S. Small Business Administration

- UW-Parkside and its Small Business Development Center
- Wisconsin Economic Development Corporation
- Wisconsin Department of Administration
- We Energies

VI. RCEDC Data Inventory

A. RCEDC will measure the well-being of Racine County by compiling relevant data including demographic, development, workforce, other business related factors and work with partner organizations to mitigate challenges, by tracking factors such as:

1. Per capita income in Racine County and annual change;
2. Median earnings by industry sector and annual change;
3. Age distribution in workforce;
4. Crime incidents and annual change;
5. Employment by major industry classification and annual change;
6. In/out commuting patterns, total and by industry;
7. Total annual wages by major industry sectors and annual change;
8. Number of industrial acres available for development;
9. Number of municipal-identified infill sites, percentages ready for development and percentage change;
10. Change in equalized value of Racine County & contract communities;
11. Commercial and industrial vacancy absorption rates;
12. Residential market (number of homes sales and median sales prices);
13. Manufacturing activity indicators; and
14. Inventory level indicators.

VII. Burlington/RCEDC Special Projects

In addition to the above activities, RCEDC will work in partnership with the City on the special projects detailed below:

- A. Assist in the completion of the new Tax Increment District to support the expansion of the Burlington Manufacturing and Office Park, residential development and supportive commercial development.
- B. In cooperation with the City and if applicable private land owners, develop a marketing campaign to recruit new development to the above new Tax Increment District.
- C. Assist the City in developing an application for the CDBG Close program to utilize its CDBG RLF resources that meet the strategic objective of the City.
- D. Assist the City in the implementation activities identified by the Roger Brooks secret-shopper activity.

TIME PERIOD FOR THIS AGREEMENT AND COMPENSATION

The above-referenced assistance will be provided by the RCEDC staff during the time period beginning January 1, 2019 to December 31, 2019.

The cost of this assistance to Burlington is divided into two components. First, for economic and community development assistance, the cost is \$42,400 and is the same as it has been since 2016. Second, the annual cost of administration of Burlington's CDBG RLF is \$5,238.82, based on 20 percent of the loan payments (see Attachment A) and is an expense charged to the Burlington CDBG RLF loan fund (originally sourced with Wisconsin CDBG program). This cost may change should additional loans be made or should other loans be paid in full. The RCEDC will notify Burlington of any changes. The cost of administering the Burlington TID RLF is currently covered through monthly servicing fees charged directly to the RLF loan recipients. As both programs are restructured, administrative costs may need to be re-evaluated with a new proposal to be considered by City of Burlington in the future.

Payments will be made during the first week of each quarter, upon the receipt of an invoice from the RCEDC. The cost of developing any additional materials and significant printing and mailing of items necessary to implement these services are outside the scope of the Agreement and will be negotiated on an as necessary basis.

INDEPENDENT CONTRACTOR

RCEDC shall be an independent contractor of Burlington. Neither RCEDC nor any of its officers, employees, or agents shall be considered to be an employee of Burlington as a result of the obligations undertaken pursuant to this agreement. RCEDC's officers, employees and agents shall make no commitments or representations to third parties without prior approval of Burlington. In addition, RCEDC hereby holds harmless Burlington and its departments, officers, employees and agents from and against all claims, demands and liability for damages to third persons of any type whatever arising solely out of the actions of RCEDC under this agreement.

LIABILITY INSURANCE

The RCEDC is to carry liability insurance and list Burlington as an additional insured on the policy.

TERMINATION

This agreement may be terminated by either party upon thirty (30) days written notice in the event of default by the other party of any material provision hereof which remains unremedied for thirty (30) days following written notice of such default.

NOTICES

Notices under this agreement shall be mailed by registered mail to the Mayor and City Administrator, 300 N. Pine Street, Burlington, WI 53108, for the City, and to Jenny Trick, Executive Director, 2320 Renaissance Blvd., Sturtevant, WI 53177, for RCEDC, or shall be personally served on either said person or the person in charge of either respective office.

ASSIGNMENT

RCEDC agrees that it will not assign this agreement or any portion thereof, or any of its responsibilities hereunder, to any other party without first obtaining the written permission of the City.

If the terms and conditions of this proposal are satisfactory, please sign the two original documents where indicated and return to the RCEDC for RCEDC final signature.

Sincerely,



Jenny Trick, Executive Director

IN WITNESS WHEREOF, the parties hereto have executed this agreement on the _____ day of _____, 2019.

CITY OF BURLINGTON

By: _____
Jeannie Hefty, Mayor

Witness: _____
Diahn Halbach, City Clerk

**RACINE COUNTY ECONOMIC
DEVELOPMENT CORPORATION**

By: _____
Jenny Trick, Executive Director

Attachment A

Burlington Revolving Loan Fund 2019

	<u>Monthly</u>	<u>Annually</u>
Dawley Manufacturing (Int. Rate Change)	\$793.44 x 7 months	\$ 5,554.08
<u>Burlington Hotel Group</u>	<u>\$1,720.00 x 12 months</u>	<u>\$ 20,640.00</u>
Total		\$ 26,194.08

\$26,194.08 x 20% = **\$5,238.82** Annually

Administrative Fees will be invoiced quarterly based upon actual loan payments received. Invoices will be higher in early 2019 when Dawley's loan is still active and prior to it maturing in July 2019.

Burlington TID Revolving Loan Fund 2018

The loans listed below pay a 0.5% servicing fee directly to RCEDC each month with their monthly payments, thus, Administrative fees of 20% of loan payments are not taken.

Fox Crossing Burlington, LLC
Fox Crossing Phase II
Musicology, LLC
Hampton Hometown
WIN Properties

R:Contracts/Burlington/2019



DATE: February 20, 2019

SUBJECT: **RESOLUTION 4933(35)** - To accept A Unanimous Petition for Direct Annexation of 0.48 acres at 1063 Spring Valley Road in the Town of Burlington, Racine County, Wisconsin.

SUBMITTED BY: Megan Watkins, Assistant City Administrator | Zoning Administrator

BACKGROUND/HISTORY:

Gary and Heather Kellermeier of 1063 Spring Valley Road have submitted a petition for direct annexation for property located at 1063 Spring Valley Road. This parcel is contiguous and across the street from the Aurora Health Center. The property petitioned for annexation will consist of 0.48 acres and will be permanently zoned Rs-1, Single Family Residential District. The applicant is requesting this annexation in order to have access to municipal water and sewer for their residence.

The passage of this resolution is the first step in the annexation process with the Council simply accepting the petition for annexation. The next step will be for the Plan Commission to review the annexation and requested zoning and to make a recommendation to the City Council for consideration.

BUDGET/FISCAL IMPACT:

The 2018 Town of Burlington property tax amount for the parcel was \$2,789.89. In the event that this land is annexed to the City, then pursuant to Wis. Stat. ss. 66.1105(4)(gm)1 the City of Burlington pledges to pay the Town of Burlington an amount equal to the property taxes levied on the territory that is being annexed for a term of five years.

RECOMMENDATION:

Staff recommends Council accept this petition of direct annexation.

TIMING/IMPLEMENTATION:

This item is for discussion at the February 20, 2019 Committee of the Whole and due to timing is scheduled for final consideration at the same evening Common Council meeting.

Attachments

- Spring Valley Rd Annexation
 - Annexation Petition
 - Aerial Map
-

**A RESOLUTION ACCEPTING AN UNANIMOUS PETITION FOR DIRECT
ANNEXATION OF 0.48 ACRES AT 1063 SPRING VALLEY ROAD
IN THE TOWN OF BURLINGTON, RACINE COUNTY, WISCONSIN**

WHEREAS, a *Unanimous Petition for Direct Annexation* of the following territory in the Town of Burlington, Racine County, Wisconsin was filed with the City Clerk on January 17, 2019:

Beginning at the Southwest corner of the Northwest $\frac{1}{4}$ of the Northwest $\frac{1}{4}$ of Section 6, Township 2 North, Range 19 East of the 4th P.M., run thence North on the West line of the Northwest $\frac{1}{4}$ of the Northwest $\frac{1}{4}$ of Section 6, 560.00 feet to a point which marks the place of beginning of a parcel of land hereinafter described; thence continue North on the said West line 105.00 feet to a point; thence East parallel with the South line of the Northwest $\frac{1}{4}$ of the Northwest $\frac{1}{4}$ of said section, 200.0 feet to a point; thence South parallel with the West line of the Northwest $\frac{1}{4}$ of the Northwest $\frac{1}{4}$ of said section, 105.00 feet to a point; thence West parallel with the South line of the Northwest $\frac{1}{4}$ of the Northwest $\frac{1}{4}$ of said section, 200.00 feet to a point and the place of beginning. Said land being in the Town of Burlington, Racine County, Wisconsin.

Lands contain 0.48 acres).

Current population of such territory is 4 persons (2 electors); and,

WHEREAS, the City Attorney has investigated said petition and certified to the Common Council that it was signed by all of the owners of real property in assessed value and land area in the above territory, proposed for annexation as of the date of filing the petition and shown on the scale map attached thereto, is contiguous to the City of Burlington and is unincorporated; and,

NOW, THEREFORE, BE IT RESOLVED the Common Council of the City of Burlington, Wisconsin, determines that the *Petition for Direct Annexation* of the above-described property is sufficient and legal petition conforming with the requirements of Sec. 66.0217(5) of the Wisconsin State Statutes.

BE IT FURTHER RESOLVED in the event that this land is annexed to the City, then pursuant to Wis. Stat. ss. 66.1105(4)(gm)1 the City of Burlington pledges to pay the Town of Burlington an amount equal to the property taxes levied on the territory that is being annexed for a term of five years.

BE IT FURTHER RESOLVED that this petition be forwarded to the Plan Commission for review and recommendation.

BE IT FURTHER RESOLVED that the City Clerk is hereby directed to notify the Clerk of the Town of Burlington by personal service or registered mail, return receipt requested, of the Resolution of Acceptance.

Introduced: February 20, 2019

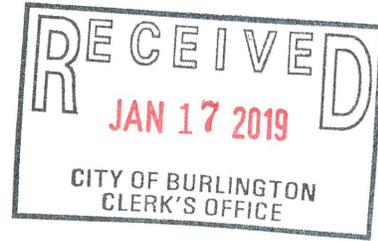
Adopted:

Jeannie Hefty, Mayor

Attest:

Diahnn Halbach, City Clerk

January 8, 2019



City Clerk Diahnn Halbach
300 N. Pine Street
Burlington, WI 53105

Re: Annexation of 0.488 Acres of Property from the Town of Burlington to
the City of Burlington

Dear Ms. Halbach:

In accordance with Section 66.0225, Wis. Stats., I respectfully submit for your information the enclosed Petition for Direct Annexation by Unanimous Consent filed with the City of Burlington, Racine County by Gary T. Kellermeier and Heather R. Kellermeier to annex real property located in the Town of Burlington to the City of Burlington.

The Petitioner requests to have the property zoned Single Family Residential at the time of annexation.

Per Wis. Stats. copies of this Notice are provided to:

Clerk Town of Burlington
Clerk City of Burlington

If you have any questions in regard to this letter or the enclosed Petition, please call the undersigned at 262-745-7524.

Sincerely,

A handwritten signature in black ink, appearing to read "Gary T. Kellermeier".

Gary T. Kellermeier

Enclosures:

Copy of Request for Annexation Review Application WI DOA
Copy of Petition for Direct Annexation by Unanimous Consent

PETITION FOR DIRECT ANNEXATION BY UNANIMOUS APPROVAL

BY UNANIMOUS CONSENT OF PROPERTY OWNERS OF TERRITORY LOCATED IN THE TOWN OF BURLINGTON RACINE COUNTY WISCONSIN TO THE CITY OF BURLINGTON RACINE COUNTY WISCONSIN PURSUANT TO SECTION 66.0217 WIS STATS.

THIS PETITION of Gary T. Kellermeier and Heather R. Kellermeier, hereinafter referred to as Petitioners as the owners of record of real property known as 1063 Spring Valley Road, Burlington, Wisconsin which is in the territory sought to be annexed, do respectfully state represent and show to the City of Burlington as follows:

1. The Petitioners are the owners of record of the real property in the territory sought to be annexed which property is located contiguous to the City of Burlington in the Town of Burlington Racine County Wisconsin and legally described in Exhibit A herein after Subject Territory.
2. The Petitioners respectfully request all of the Subject Territory contiguous to the City of Burlington Racine County, Wisconsin and currently in the Town of Burlington Racine County, Wisconsin be annexed to the City of Burlington.
3. Attached hereto as Exhibit B and incorporated herein by reference is a scale map of the subject Territory sought to be annexed.
4. There are two electors residing in the Subject Territory sought to be annexed hereunder.
5. The current population of the Subject Territory sought to be annexed hereunder is four.
6. The Subject Territory is presently zoned Residential by the Town of Burlington pursuant to the Town of Burlington and Racine County Ordinance.
7. The Petitioner believes this Petition and the Subject Territory sought to be annexed hereunder meets all legal requirements for annexation and such annexation is in the public interest.

As provided by law this Petition Exhibit A Legal Description of Lands to be Annexed and Exhibit B Scaled Annexation map will be filed with the Clerk of the City of Burlington Racine County Wisconsin and also with the Clerk of the Town of Burlington Racine County Wisconsin.

We, the undersigned, constituting all of the owners of the real property, and all of the electors residing in, the following territory of the Town of Burlington, Racine County, Wisconsin, lying contiguous with the City of Burlington to annex the territory described below and shown on the attached scale map to the City of Burlington, Racine County, Wisconsin.

We, the undersigned, elect that this annexation shall take effect to the full extent consistent with outstanding priorities of other annexation, incorporation or consolidation proceedings, if any.

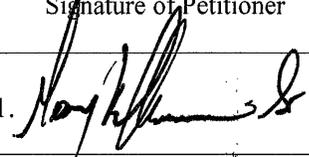
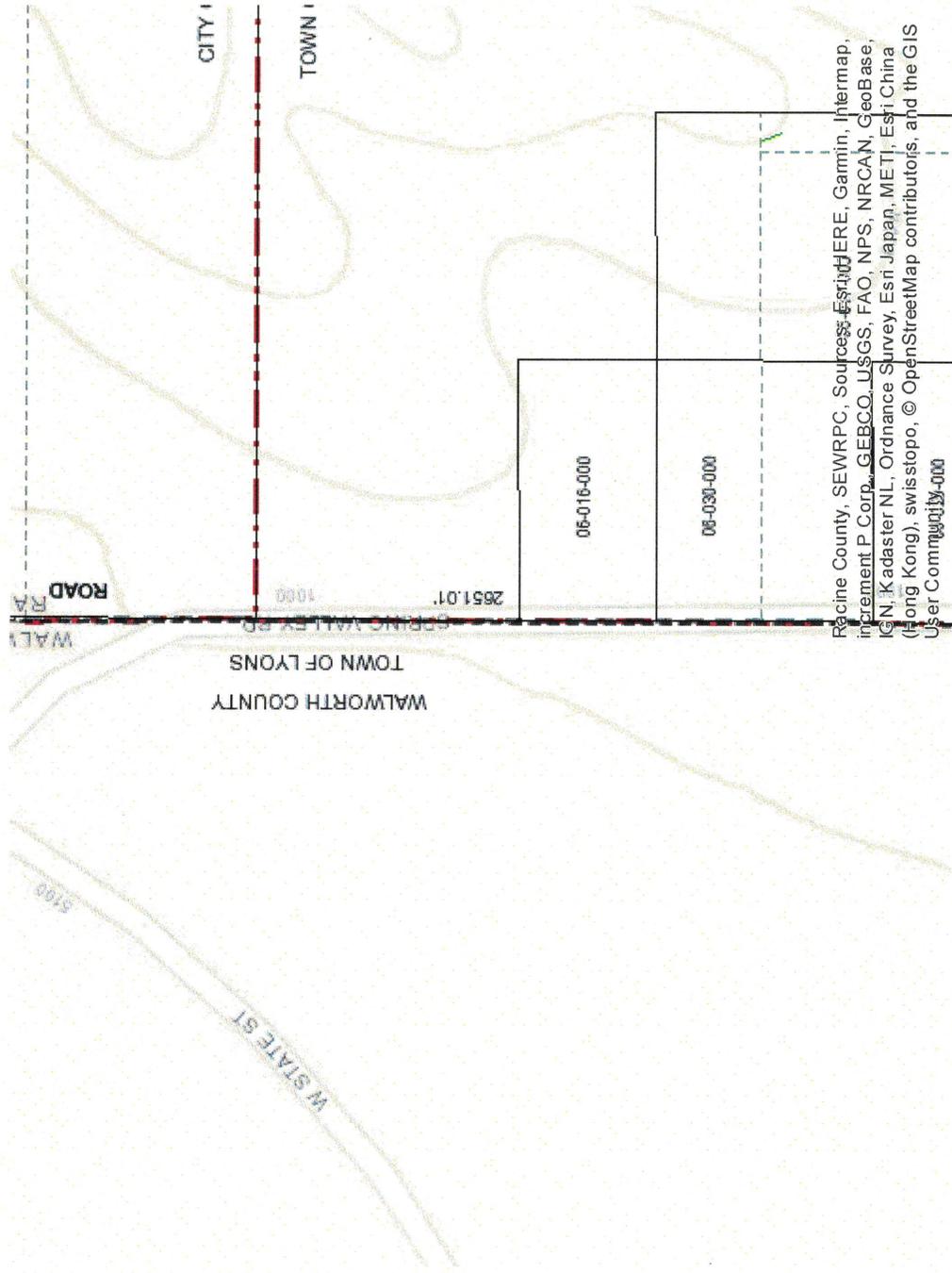
Signature of Petitioner	Date of Signing	Owner/Elector	Address or Description of Property
1. 	1-8-19	Owner	1063 Spring Valley Road Burlington, WI 53105
2. <i>Heather Z. Kellerman</i>	<i>1-8-19</i>	Owner	1063 Spring Valley Road Burlington, WI 53105

EXHIBIT A: LEGAL DESCRIPTION OF LAND TO BE ANNEXED

Beginning at the Southwest corner of the Northwest $\frac{1}{4}$ of the Northwest $\frac{1}{4}$ of Section 6, T2N, R19E of the 4th P.M., run thence North on the West line of the Northwest $\frac{1}{4}$ of the Northwest $\frac{1}{4}$ of Section 6, 560.00 feet to a point which marks the place of beginning of a parcel of land hereinafter described; thence continue North on the said West line 105.00 feet to a point; thence East parallel with the South line of the Northwest $\frac{1}{4}$ of the Northwest $\frac{1}{4}$ of said section, 200.00 feet to a point; thence South parallel with the West line of the Northwest $\frac{1}{4}$ of the Northwest $\frac{1}{4}$ of said section, 105.00 feet to a point; thence West parallel with the South line of the Northwest $\frac{1}{4}$ of the Northwest $\frac{1}{4}$ of said section, 200.00 feet to a point and the place of beginning. Said land being in the Town of Burlington, Racine County, Wisconsin.

EXHIBIT B: PLAT OF SURVEY



Racine County, SEWRPC, Sources: Esri, HERE, Garmin, Intermap, increment P Corp., GEBCO, USGS, FAO, NPS, NRCAN, GeoBase, IGN, Kadaster NL, Ordnance Survey, Esri Japan, METI, Esri China (Hong Kong), swisstopo, © OpenStreetMap contributors, and the GIS User Community

PLAT OF RESURVEY AND PROPOSED HOUSE LOCATION
FOR
WARD A. McDONALD and MARY L. McDONALD

Description

Beginning at the Southwest corner of the Northwest 1/4 of the Northwest 1/4 of Section 6, T2N., R19E., of the 4th P.M., run thence North on the West line of the Northwest 1/4 of the Northwest 1/4 of Section 6, 560.00 feet to a point which marks the place of beginning of a parcel of land hereinafter described; thence continue North on the said West line 105.00 feet to a point; thence East parallel with the South line of the Northwest 1/4 of the Northwest 1/4 of said section, 200.00 feet to a point; thence South parallel with the West line of the Northwest 1/4 of the Northwest 1/4 of said section, 105.00 feet to a point; thence West parallel with the South line of the Northwest 1/4 of the Northwest 1/4 of said section, 200.00 feet to a point and the place of beginning. Said land being in the Town of Burlington, Racine County, Wisconsin.

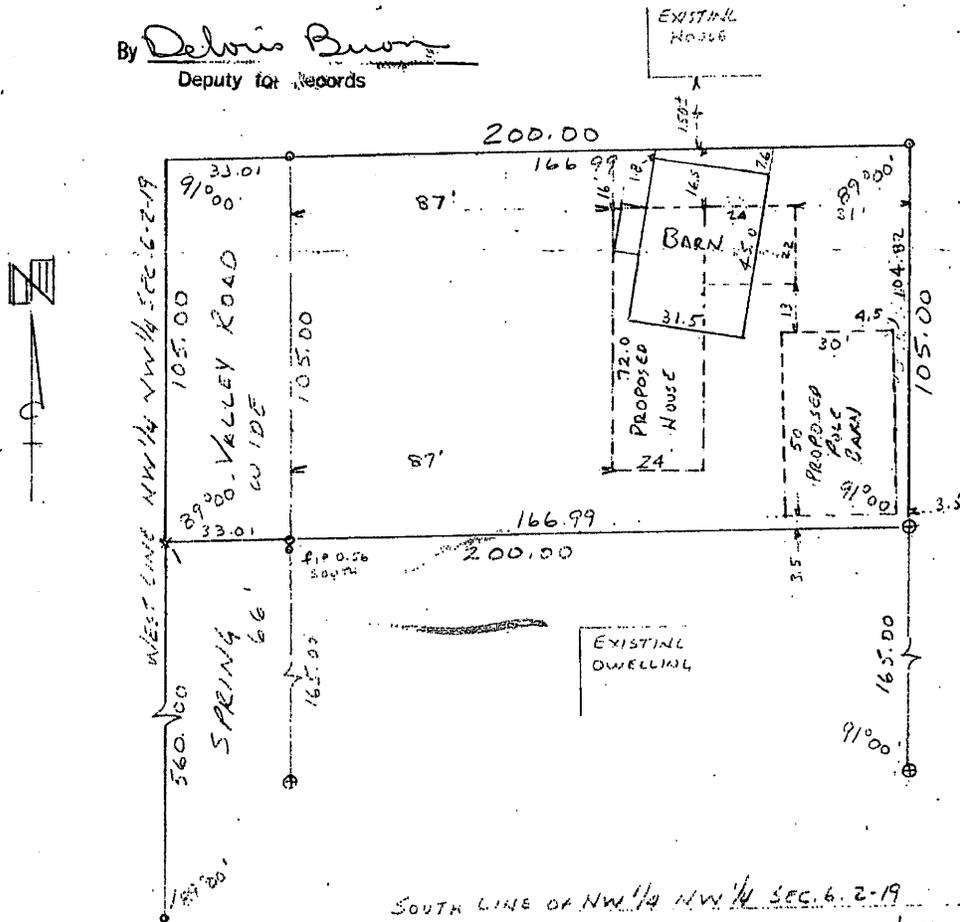
The above description is taken from warranty deed dated April 28, 1972.

002-02-19-06-016-000

Racine County Recorder File No 7165
Received for [Signature]

JUN 2 1977

By Debra B. Brown
Deputy for Records



SOUTH LINE OF NW 1/4 NW 1/4 SEC. 6-2-19



- ~ LEGEND ~
- o FOUND IRON PIPE
 - ⊕ FOUND CONC. MONUMENT
 - o SET SPIKE IN ADJUTMENT
 - x SET 1"X24" IRON PIPE SCALE. 1"=40'

"I CERTIFY THAT I HAVE SURVEYED THE ABOVE DESCRIBED PROPERTY AND THAT THE ABOVE PLAT IS AN ACCURATE SURVEY AND A TRUE REPRESENTATION THEREOF AND CORRECTLY SHOWS THE EXTERIOR BOUNDARY LINES AND LOCATION OF BUILDINGS AND OTHER IMPROVEMENTS ON SAID PROPERTY AND THE CORRECT MEASUREMENTS THEREOF."

Kenneth R. Reesman
WISCONSIN REGISTERED LAND SURVEYOR

3-29-77
DATE

REVISED 4-25-77 RBA

77046
JOB NUMBER

EXHIBIT C: PURPOSE OF ANNEXATION

Petitioner's Name and Address: Gary T. Kellermeier and Heather R. Kellermeier
1063 Spring Valley Road
Burlington, WI 53105

Tax Key Number: 002-02-19-06-016-000

Intent: The intent of this petition is to connect to municipal sewer and water services.

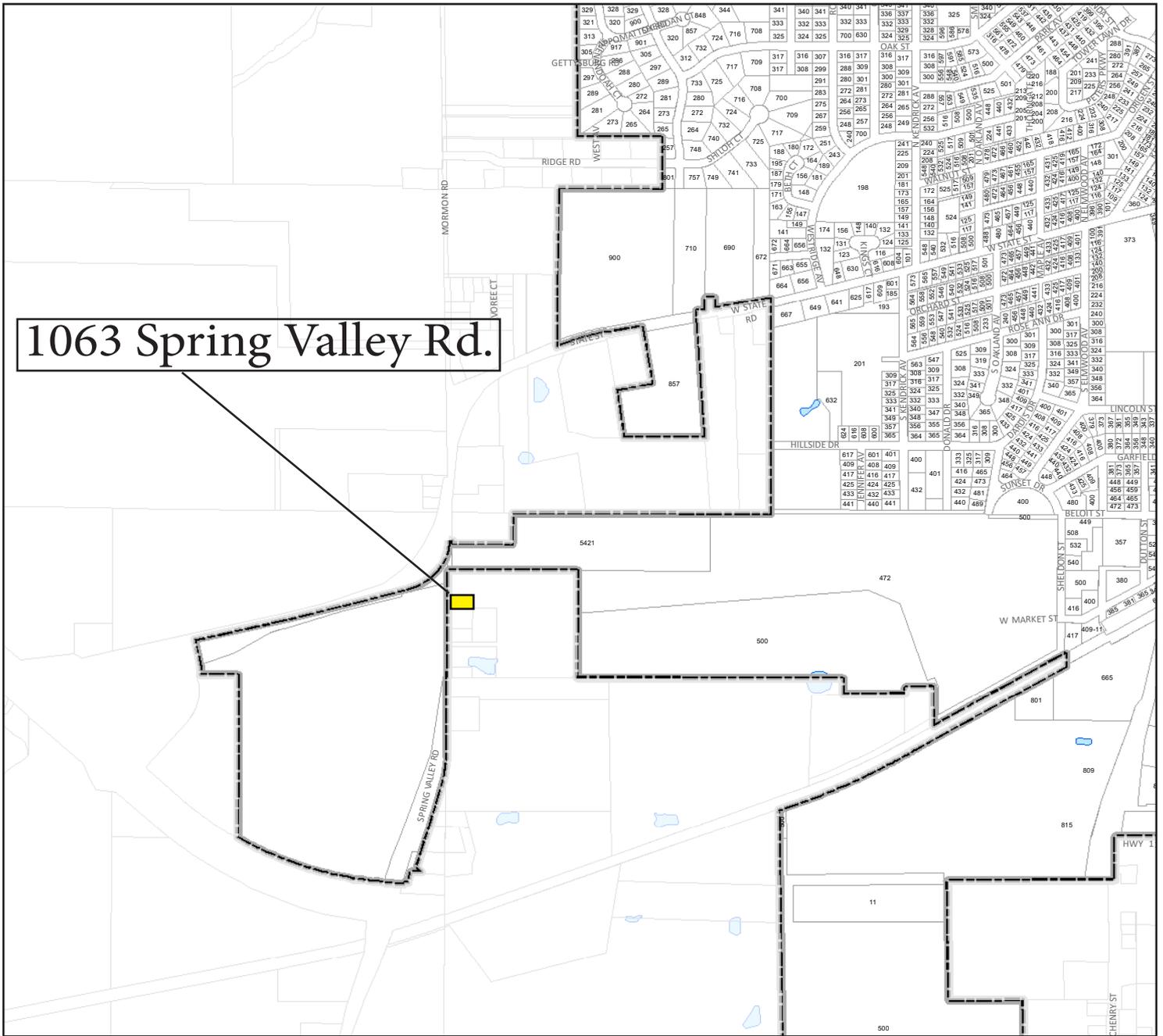
Number of Electors: 2

Approximate Value: Land \$24,600 Improvements \$146,000

Present Land Use: Undeveloped ____% Commercial ____%
Industrial ____% Residential x % Recreational ____%

Anticipated Land Use: Undeveloped ____% Commercial ____%
Industrial ____% Residential x % Recreational ____%

1063 Spring Valley Rd.





DATE: February 20, 2019

SUBJECT: ORDINANCE 2043(9) - To amend Section 119-5(B)(1)(a), "Official Maps, Based on the Flood Insurance Study (FIS) of the Municipal Code of Burlington.

SUBMITTED BY: Megan Watkins, Assistant City Administrator | Zoning Administrator

BACKGROUND/HISTORY:

The City of Burlington is a member of the National Flood Insurance Flood Program. To remain compliant, we need to update the City's ordinance to reflect the current mapping and studies that are required by both the Federal Emergency Management Agency (FEMA) and the Wisconsin Department of Natural Resources (WDNR). This revision does not affect flood insurance zones, floodplain delineations, flood elevations, and/or floodways in the City.

This is simply an administrative update to revise the FIS numbers.

BUDGET/FISCAL IMPACT:

N/A

RECOMMENDATION:

Staff recommends approval of this text amendment.

TIMING/IMPLEMENTATION:

This item is for discussion at the February 20, 2019 Committee of the Whole meeting and is scheduled for final consideration at the same evening Common Council meeting.

Attachments

Ord 2043(9) Amendment to the Floodplain Maps

AN ORDINANCE AMENDING SECTION 119-5(B)(1)(a) "OFFICIAL MAPS, BASED ON THE FLOOD INSURANCE STUDY (FIS)" OF THE MUNICIPAL CODE OF THE CITY OF BURLINGTON

NOW THEREFORE BE IT RESOLVED that the Common Council of the City of Burlington does hereby ordain as follows:

- I. Section 119-5(B)(1)(a) of the City of Burlington Municipal Code entitled, "Official Maps: Based on the FIS" is hereby amended as follows:

(1) Official maps, based on the FIS:

(a) Flood Insurance Rate Map (FIRM), Panel Numbers 55101C0133D, 55101C0134D, 55101C0141D, 55101C142D, 55101C0143D, 55101C0144D, 55101C0153D, 55101C0161D and 55101C0163D, dated May 2, 2012; with corresponding profiles that are based on the Flood Insurance Study (FIS) dated ~~May 2, 2012; Volumes 55101CV001A and 55101CV002A~~ **February 01, 2019; Volumes 55101CV001B and 55101CV002B**. Panel Numbers 55127C0229D and 55127C0233D, dated October 2, 2009, with corresponding profiles that are based on the Flood Insurance Study (FIS) dated September 3, 2014; Volume 55127CV000B; approved by the DNR and FEMA.

- II. It is further ordained that the application of this ordinance shall be effective after its passage and publication as required by law.
- III. All other provisions as contained in Chapter 119 of the Municipal Code of the City of Burlington shall continue and in full force and effect.

Introduced: February 20, 2019
Adopted:

Jeannie Hefty, Mayor

Attest:

Diahnn Halbach, City Clerk



DATE: February 20, 2019

SUBJECT: ORDINANCE 2044(10) - To repeal and recreate Chapter 155, "Fire Prevention, Protections and Control Code" of the Code of the City of Burlington.

SUBMITTED BY: Alan Babe, Fire Chief

BACKGROUND/HISTORY:

In 2013 Wisconsin Act 270 established a Uniform Commercial Building Code (UCBC) for the State of Wisconsin, as well as a Building Code Council for the purpose of establishing standard code provisions. The Wisconsin UCBC went into effect on April 18, 2014. The previous Commercial Building Code acted as a minimum standard and allowed for municipalities to enact ordinances above and beyond those detailed in the code. The UCBC replaced the previous Commercial Building Code and eliminated municipal variations.

Each community in Wisconsin was then required to follow the International Building Code (IBC) unless a community passed an ordinance that is more restrictive than the IBC before May 1, 2013. This provision allowed for municipalities to submit fire detection, prevention, and suppression ordinances that relate to the construction, alteration, or addition to a public building or building that is a place of employment, to the DSPS for review and exemption. DSPS received ordinance reviews from over 320 communities.

The attached redlined ordinance has been in effect and practiced since 2014, but has not been officially codified yet. This is merely a housekeeping item.

BUDGET/FISCAL IMPACT:

N/A

RECOMMENDATION:

Staff recommends approval of this text amendment to Ch. 155 in order to properly codified the ordinance.

TIMING/IMPLEMENTATION:

This item is for discussion at the February 20, 2019 Committee of the Whole meeting and scheduled for final consideration at the same evening Common Council meeting.

Attachments

Ord 2044(10) Ch 155 Fire Prevention Cod Update

**AN ORDINANCE REPEALING AND RECREATING CHAPTER 155, FIRE PREVENTION,
PROTECTION AND CONTROL CODE OF THE CODE OF THE CITY OF BURLINGTON**

WHEREAS, the City of Burlington seeks to update the provisions of the Fire Prevention, Protection and Control Code of the City of Burlington to reflect regulatory changes in the International, National and State Codes, to update “best practice” policies, and, where appropriate, to impose standards more restrictive than provided under State Law, and to gather related provisions regarding fire dangers into one chapter of the Code; and

WHEREAS, the Common Council has determined that these changes are necessary in order to protect the health, safety, welfare and convenience of the public:

NOW THEREFORE BE IT ORDAINED by the Common Council of the City of Burlington as follows:

Part I. Chapter 155 of the Code of Burlington, Racine and Walworth Counties, Wisconsin, entitled “Fire Prevention,” is hereby repealed and the new Chapter 155, entitled “Fire Prevention, Protection and Control,” attached hereto and made a part hereof as though fully set forth herein, is hereby recreated and adopted.

Part II. Common Council Approval. The Common Council of the City of Burlington proceeded to adopt these proposed amendments and additions to the Code of the City of Burlington at its meeting held on _____, 2019.

Part III. Severability. If any provision of this Ordinance is found invalid or unconstitutional, such invalidity or unconstitutionality shall not affect the other provisions of this Ordinance.

Part IV. Effective Date. This Ordinance shall take effect upon passage and adoption by the Common Council and the filing of proof of posting or publication in the Office of the City Clerk.

Approved by the Common Council of the City of Burlington this _____ day of _____, 2019.

Introduced: February 20, 2019
Adopted:

Jeannie Hefty, Mayor

Attest:

Diahn Halbach, City Clerk

CHAPTER 155

ARTICLE I GENERAL REGULATIONS

155-1. Title.

This chapter shall be known as, referred to, and cited as the “Fire Prevention, Protection and Control Code” or the “Fire Protection Code” and is hereinafter referred to as “this chapter.”

155-2. Intent.

It is the intent of this chapter:

- A. To provide the City of Burlington (Municipality) with comprehensive regulations to improve public safety by attempting to control, limit, restrict and/or eliminate fire hazards.
- B. To improve life safety for residents, occupants, employees, firefighters, and frequenters of places of employment and public buildings.
- C. To regulate the installation, use and maintenance of equipment; regulating the use of structures, occupancies and open areas.
- D. To require the removal and/or reduction of fire hazards; establishing the responsibilities and procedures for code enforcement; and to set the minimum standards for compliance and achievement of these objectives.
- E. To protect property from the hazards of fire and explosion by establishing minimum standards for the use, operation, maintenance and inspection of buildings, structures and premises.

155-3. Scope.

- A. The provisions of this chapter shall apply to all public buildings and places of employment.
- B. The following buildings and uses are not public buildings or places of employment and are not subject to the provisions of this chapter:
 - (1) One and two-family dwellings except where specifically included, as provided in this section and this chapter.
 - (2) Buildings used exclusively for farming as described in s. 102.04(3), Wis. Stats.
 - (3) Nothing contained in this chapter shall be construed as applying to the transportation of any article or thing shipped in conformity with the regulations prescribed by the Interstate Commerce Commission, or as applying to the military forces of the United States.
 - (4) Buildings used primarily to house livestock.
 - (5) Temporary buildings used for construction purposes only, not to exceed two stories in height and not used as living quarters.
 - (6) Buildings owned by the federal government.

- C. The provisions of this chapter shall apply equally to new structures, including additions, and to change of use, change of occupancy, change of occupants, renovations of, alterations of, remodeling of and/or modifications to existing structures and existing conditions, except that existing conditions not in strict compliance with the terms of this Chapter shall be permitted to continue where the exceptions do not constitute a distinct hazard to life or adjoining property, as determined by the Authority Having Jurisdiction (AHJ), or have been superseded by this chapter.
- D. The provisions of this chapter apply equally to the property owner and/or occupant.
- E. Sections 155-4, 155-15, 155-16, 155-17, 155-18, 155-19, 155-20, 155-23, 155-25, 155-26, 155-28E, F, and G, 155-29 and Articles III and IV of this Chapter apply to all individuals and/or properties within the jurisdiction of the municipality.
- F. If any conflicts exist between this Chapter and any NFPA Code and/or Standard and/or State Code, the most restrictive, as determined by the AHJ, shall be enforced by the AHJ.
- G. Where the AHJ finds that an existing building, because of current occupancy or a change in occupancy constitutes a hazard to its occupants or adjoining property, the AHJ may order compliance with the provisions of this chapter. A hazard shall be determined by the existence of one or more of the following conditions:
 - (1) Any building which by reason of its construction or highly combustible occupancy and/or contents involves a hazard to its occupants or, in the judgment of the AHJ, constitutes a fire menace, e.g., paint shop and other occupancies involving processing, mixing, storing, and dispensing of volatile liquids or solids.
 - (2) Non-fire-resistive characteristics of a structure.
 - (3) Accumulation of flammable or combustible materials of any kind.
 - (4) Lack of accessibility to the premises for fire-fighting equipment.
 - (5) Substantial number of fire calls or complaints on the premises.
 - (6) Traffic patterns for pedestrian ingress and egress which require protection under this section.
 - (7) Insufficient ventilation system.
 - (8) Lack of an internal communication system, or due to the size or type of building making regular fire department radio communication inoperable, the building owner is required to install a repeater system or something comparable to assist radio communications.
 - (9) Number, characteristics and movement of employees which require protection under this section.
- H. Additions to, Change of Use, Renovated, Altered, Remodeled or Modified Buildings.
 - (1) The provisions of this chapter shall apply to all existing structures, public buildings and places of employment that are additions, change of use, renovations of, alterations of, remodeling of and/or modifications to existing structures and existing conditions. Note: s. 155-3H(5) also applies.
 - ~~(2) If fifty (50) percent or more of the total existing floor area of a building is added to, renovated, altered, remodeled or modified, the entire building shall be brought into compliance with all of the requirements of this chapter. Note: s. 155-3H(5) also applies.~~
 - ~~(3) If twenty five (25) to forty nine (49) percent of the total existing floor area of a building is added to, renovated, altered, remodeled or modified, the portion of the building that is~~

~~remodeled shall be brought into compliance with the requirements of this chapter. Note: s. 155-3H(5) also applies.~~

- ~~(4) If less than twenty-five (25) percent of the total existing floor area of a building is added to, renovated, altered, remodeled or modified, the requirements of this chapter are not required to be complied with unless the area includes dwelling units. If the total floor area includes dwelling units, that part of the building which is remodeled shall be brought into compliance with this chapter. Note: s. 155-3H(5) also applies.~~
- (5) All percentages of remodeling shall be cumulative as applied to sections (1),(2),(3) and (4) above.
- ~~(6) If any addition to an existing building exceeds the thresholds established in Tables 155-21H and/or 155-23B, the addition must comply with this chapter.~~
- (7) If any addition is made to an existing building and/or structure that currently has a fire sprinkler, fire suppression, fire control or fire alarm system installed, the addition shall comply completely with this chapter.
- (8) If any addition is made to an existing building and/or structure that currently has a fire sprinkler, fire suppression, fire control or fire alarm system installed, the addition shall have a fire sprinkler, fire suppression, fire control or fire alarm system installed.
- (9) If the use of and/or contents of any existing building is changed and becomes more hazardous as determined by the AHJ, the building shall be brought into compliance with this chapter.
- (10) Those portions, elements, systems or components of existing buildings and structures to be renovated, altered, remodeled or modified on or after the effective date of the rules under this chapter and where the alteration, modification or the addition affects a building element or component relating to subject matters regulated by this chapter, shall be designed, constructed and maintained in accordance with the applicable rules of this chapter as the rules exist on one of the following:
 - (a) The date plans for the alteration or modification are conditionally approved by the AHJ.
 - (b) The date the local building permit is issued.
 - (c) The date the replacement is initiated, where ss. 155-3H(10)(a) and (b) do not apply.
- (11) Any change in occupancy or change of use of any premise. Any owner, agent or occupant making a change in occupancy or use of any premise, or occupying a previously vacant space, excluding any private dwelling, shall be required to obtain a safety inspection by the Fire Department prior to the new tenant taking occupancy of any building or structure that was previously vacated or any change in occupancy or change of use of any existing building or structure or portion thereof.
 - (a) The owner, agent or occupant of a building shall schedule an appointment with the Fire Inspector for an inspection of the building and/or occupied space(s).
 - (b) Any violations of this chapter, including all applicable Codes and/or Standards adopted by reference, or other portion of the City of Burlington Municipal Code observed at the time of inspection shall be corrected prior to the new tenant taking occupancy or any change of use taking place.
 - (c) The Fire Department is authorized to require a consultation and/or inspection fee for this inspection.

I. System Submittal Requirements

Any time that an Automatic Fire Sprinkler, Fire Protection, Fire Alarm, Fire Control, Fire Extinguishing and/or Fire Suppression System and/or any portion thereof is to be installed, altered, added on to, or

has appliances removed, plans shall be submitted to the AHJ for review, permitting and conditional approval.

- (1) All plans for Automatic Fire Sprinkler, Fire Protection, Fire Alarm, Fire Control Fire Extinguishing, and/or Fire Suppression Systems and/or any portion thereof must meet or exceed the applicable NFPA and AHJ's requirements. Also see specific requirements in each system type Section.
- (2) Plans and all equipment data and manuals shall be submitted for review and conditional approval to the AHJ prior to a permit being issued.
- (3) A minimum of three copies of each plan, specification, equipment data and manuals and all calculations required by the AHJ shall be submitted. Two copies of each may be retained by the AHJ.
- (4) An AutoCAD electronic file of the plans shall also be submitted to the AHJ with each submittal and upon the completion of each project with the as-built conditions.
- (5) Complete and accurate as-built drawings and revised hydraulic calculations must be resubmitted for the AHJ's review and approval for ALL fire sprinkler systems that utilize CPVC piping prior to any piping being concealed.
- (6) A completed permit application must accompany all plan submittals.
- (7) The permit application must be signed by the individual assuming complete responsibility for the submitted system(s).
- (8) The permit application for all fire sprinkler and standpipe systems must be signed by an individual who holds a valid Wisconsin Automatic Fire Sprinkler Contractor's License.
- (9) The appropriate permit, inspection and/or plan review fees must be submitted with each permit application.
- (10) Plans will not be reviewed until all fee(s) have been received by the Municipality.
- (11) All fire protection systems must meet or exceed all applicable State of Wisconsin codes, City of Burlington local code and all applicable requirements of NFPA Codes and/or Standards.
- (12) Conditional Approval of any Fire Protection Submittal and/or portion of any Fire Protection Submittal is not intended to imply waiver or modification of any requirements of any applicable code, standard, regulation and/or law.
- (13) Conditional Approval of any Fire Protection Submittal and/or portion of any Fire Protection Submittal does not grant waiver to and/or modify any requirements of any applicable code, standard, regulation, requirement and/or law.
- (14) In granting any Conditional Approval, the City of Burlington and/or the City of Burlington Fire Department reserve(s) the right to require changes or additions should conditions arise making them necessary for code compliance.
- (15) As set forth in s. 101.12(2) Wis. Stats., nothing in any review and/or conditional approval shall relieve the designer of the responsibility for designing a safe building, structure, or component.
- (16) As set forth in s. Comm 5.51(1), Wis. Admin. Code, a person licensed as an automatic fire sprinkler contractor shall be responsible for each installation of an automatic fire sprinkler system.
- (17) All fire protection, fire control, fire suppression, fire alarm and/or fire extinguishing system, plan and/or submittal reviews are based on information provided.
- (18) All fire protection, fire control, fire suppression, fire alarm and/or fire extinguishing system plan and/or submittal reviews are done for general code compliance only.
- (19) Fire protection, fire control, fire suppression, fire alarm and/or fire extinguishing system plan and/or submittal review(s) do not relieve or limit the responsibility and/or liability of the contractor(s), architect, engineer, designer or any other responsible party for the

- system(s) reviewed.
- (20) The City of Burlington and/or the City of Burlington Fire Department or any of its agents and/or firm or persons hired by the City of Burlington and/or the City of Burlington Fire Department to review plans are not responsible for and do not accept any responsibility and/or liability for the system(s) indicated on any plans and/or submittals reviewed.
 - (21) The conditional approval of any fire protection, fire control, fire suppression, fire alarm and/or fire extinguishing system, plan and/or submittal by the City of Burlington Fire Department and/or their authorized representative(s) shall not be construed as an assumption of any design responsibility by the City of Burlington Fire Department and/or their authorized representative(s).

155-4. Permits Required.

- A. The following Permits are required, and the Fire Department is be responsible for issuance upon submission of acceptable application.
 - (1) Fireworks permits
 - (2) Open Burning permits
 - (3) Bonfire permits
 - (4) Blasting permits
 - (5) Construction/installation and/or modification permits for any portion of the modification of any fire protection, fire alarm, fire detection, fire suppression, or fire control system.
 - (6) Operational permit for high piled storage
- B. A permit must be obtained prior to the start of installation and/or alteration of any portion of a Fire Protection, Fire Alarm, Fire Control, and/or Fire Suppression System.
- C. An operational permit issued by the AHJ is required to use a building or a portion thereof as a high-piled combustible storage area exceeding five-hundred (500) square feet.
- D. Permits will only be issued after the required Fire Protection, Fire Alarm, Fire Control, and/or Fire Suppression System plans and specifications have been reviewed and Conditionally Approved by the AHJ.
- E. Permits for the installation and/or alteration of Fire Sprinkler and/or Standpipe Systems and/or any portion thereof will only be issued to individuals who hold a valid Automatic Fire Sprinkler Contractor's License.
- F. Any contractor that begins installation and/or alteration of any system regulated by this chapter prior to obtaining the required permit will be charged a triple permit fee.
- G. Anyone that begins installation and/or alteration of any system regulated by this chapter prior to obtaining the required permit will be charged a triple permit fee.
- H. Any change in use or occupancy shall require a new permit.
- I. Permit described. A permit, as specified and/or required by this chapter, shall constitute permission to maintain, store or handle materials or conduct processes which produce conditions hazardous to life or property or install equipment used in connection with such activities and/or for the installation and/or alteration of any portion of a Fire Protection, Fire

Alarm, Fire Control, and/or Fire Suppression System. Such a permit shall not take the place of any other license or permit required by law.

- J. A permit shall be valid for a stated or indefinite period as may be specified thereon as determined by the AHJ to be reasonably necessary to promote safety in the permitted activity.
- K. A permit shall not be transferable.
- L. Inspection. Before a license, occupancy permit or other permit for the conducting of a business, trade, occupation or calling may be issued by the municipality or its departments under other chapters or provisions of this Municipal Code, the AHJ shall inspect and conditionally approve the receptacles, vehicles, buildings or storage places to be used.
- M. Location of permit. Permits and licenses subject to the issuing, inspection or approval authority of the Fire Department or the AHJ under this chapter shall, at all times, be kept on the premises designated therein and be subject to inspection by the AHJ.
- N. Certificates of occupancy. The AHJ shall have dual authority with the Building Inspector in the issuance of certificates of occupancy for multifamily, public buildings, places of employment, commercial structures, places of public assembly and schools to the extent that the AHJ shall inspect and have approval authority over proposed occupancies to ensure compliance with this chapter.
- O. Plans. A copy of structural or applicable plans for all proposed construction of multifamily residences, commercial and industrial buildings and installations or upgrades of above and below ground tanks as required by ch. Comm 10, Wis. Admin. Code, shall be submitted to the AHJ for review.
- P. Building permits. Building permits shall be issued only for those buildings which conform to the provisions of this chapter.
- Q. The AHJ shall review and conditionally approve or deny all plans submitted to the Fire Department under this chapter within 14 working days of submission and, upon a denial, shall within such time mail to the applicant a written statement setting forth the fact of such denial and the reasons therefore. If the AHJ denies a plan, the Building Inspection Department shall not issue a permit. The applicant may appeal the decision of the AHJ to the Zoning Board of Appeals within 30 days of the date of the written denial. Plans not returned to the Building Inspection Department stamped "Denied" or "Conditionally Approved" within 14 working days of submission to the AHJ shall be considered "Conditionally Approved."
- R. Whenever the applicant shall claim that the provisions of this section do not apply to the structure in question or that the intent and meaning of this section have been misconstrued or wrongly interpreted by the AHJ, the applicant may appeal such decision of the AHJ to the Zoning Board of Appeals within 30 days of the date of the decision.

155-5. Stop-work Order.

- A. The AHJ may request that the Building Inspector issue a stop work order upon any permit issued subject to the inspection and approval authority of this chapter, where the AHJ finds that any of the conditions for issuance have not been maintained or where there has been any false

statement or misrepresentation of any material fact made in the application or plans upon which the issuance was based.

- B. If the AHJ determines requirements of this chapter are not complied with, the AHJ may issue a stop work order on any project or portion thereof.
- C. No work may begin on installation of a fire sprinkler, fire alarm, fire control, fire suppression, fire extinguishing system or any portion thereof until plans have been submitted and reviewed by the City of Burlington Fire Department or its designee and a permit and conditional approval has been obtained from the City of Burlington Fire Department. A stop-work order may be given to any contractor, owner or agent who has begun work on any system without conditionally approved plans and permit. All fees will be tripled and a special inspection fee as set by the Common Council will be charged by the Fire Department. An inspection of all work completed at the time of the stop-work order will be performed after plans have been conditionally approved. Should any discrepancy exist from the conditionally approved plans and the actual installation, it shall be corrected prior to a start-work release being issued.

155-6. Inspection and Testing.

- A. All Fire Sprinkler, Fire Control, Fire Extinguishing, Fire Suppression Systems and Fire Alarm Systems shall be inspected by the AHJ prior to having any of its parts covered-up or concealed in any manner whatsoever.
- B. The AHJ shall be given a minimum of a seventy-two (72) hour notice prior to any system inspection.
- C. The AHJ shall witness all tests of Fire Sprinkler, Fire Control, Fire Extinguishing, Fire Suppression Systems, Fire Alarm Systems, Fire Alarm Initiating Devices, Notification Appliances, and any other required system requiring an operational test.
- D. The AHJ shall be given a minimum of a seventy-two (72) hour notice prior to any system witness test.
- E. All testing for any reason that requires the use of a pressure gauge shall be done using a liquid filled gauge that is new or has been calibrated and certified within six (6) months of any test the AHJ requires. The certification shall be acceptable to the AHJ.

155-7. Right of Entry; Required Inspections.

- A. The AHJ and/or its authorized representative may, at all reasonable hours, enter any place of employment and/or public building within its jurisdiction for the purposes of making any inspection or investigation which, under the provision of this subchapter, it shall deem necessary.
- B. The AHJ shall inspect, or cause to be inspected, all places of employment and public buildings as often as may be necessary, but not less than once a year.
- C. The purpose of any inspection and/or investigation is to determine if any violations of the provisions or intent of this chapter and/or the codes or standards adopted by reference exist and to order corrections of the violations observed.

- D. The AHJ, upon the complaint of any person or whenever it shall deem necessary, shall inspect any place of employment and/or public building and premises within its jurisdiction.
- E. Any owner or occupant of any place of employment and/or public building who refuses to permit, prevents, or interferes with entry into or upon the premises by anyone authorized by the AHJ shall be guilty of violating this chapter and shall be subject to a penalty as set forth in section 155-55.
- F. Exception: The interiors of individual dwelling units will not be inspected unless an inspection is specifically requested by the owner or occupant and/or as allowed by Wisconsin State Statutes.
- G. Inspection warrants. The Fire Chief or Fire Inspector may obtain a special inspection warrant as provided under s. 66.0119, Wis. Stats., when necessary in his opinion for the purpose of making an inspection or investigation of any building or premises where the owner has either failed to respond to previous orders for entry or has refused entry.

155-8. Enforcement and Documentation.

- A. The Fire Chief or anyone the Fire Chief has designated as the AHJ shall enforce the provisions of this chapter.
- B. Whenever any AHJ or any designee of the Fire Department shall discover fire hazards as listed below, he or she shall order such conditions or materials removed or remedied in such manner as may be specified or in a manner acceptable to the AHJ.
 - (1) Dangerous or unlawful amounts of flammable, combustible or explosive material as determined by the AHJ.
 - (2) Hazardous conditions arising from defective or improperly installed equipment for handling or using flammable, combustible or explosive material.
 - (3) Dangerous accumulations of rubbish, waste paper, boxes, shavings, or other highly flammable materials as determined by the AHJ.
 - (4) Accumulations of dust, grease, or waste materials in air conditioning systems, exhaust ducts or vent hoods.
 - (5) Obstructions to or in fire escapes, stairs, passageways, doors, or windows, liable to interfere with the operation of the Fire Department or egress of occupants. This includes snow.
 - (6) Any building, structure, or premises which for want of repairs, lack of exit facilities, fire alarm apparatus or fire extinguishing equipment or by reason of age or dilapidated condition, or from any cause, creates a fire hazard.
- C. The AHJ may use any means in documentation of any inspections and/or conditions, including but not limited to the use of photographing, video and/or electronic equipment.

155-9. Notification of Use or Occupancy Change.

- A. Whenever there is a change in occupancy or the agent(s) (manager, shift supervisor, after hours emergency contact, etc.) of that occupancy, the owner or their duly authorized agent shall submit the changes in writing to the Fire Department within five working days. The information shall consist of the following:

- (1) Name and address of occupancy.
- (2) Owner's name, address and phone number(s).
- (3) Agent's name, address and phone number(s).
- (4) Other information as required by the AHJ.

B. Whenever a change in the service company for the alarm system has occurred within the occupancy, the owner or authorized agent shall submit the changes in writing to the Fire Department within five working days. The information shall consist of the following:

- (1) All information required in 155-9A.
- (2) Type(s) of fire protection systems.
- (3) Service company name, address and phone number(s).

C. No change can be made in the use or occupancy of any building or structure, or any space within a building, structure, or space of a building or structure either in a different division of the same occupancy group or in a different occupancy group, unless the building or structure complies with this chapter's requirements for the new division of occupancies, as these requirements exist. This subsection does not apply to an approved Temporary Use or to a new use that will be less hazardous, based on life and/or fire risk, than the existing use.

D. An inspection by the Fire Department shall be required for any new or change of occupancy.

155-10. Temporary Use.

The AHJ may allow a building or portion of a building to be used temporarily in a manner that differs from the approved use for the building or space, or may approve a temporary building to be used by the public, subject to all of the following provisions:

- A. The AHJ shall determine the time frame within which the temporary use is permitted, based on the extent hazards are created by the temporary use.
- B. The AHJ shall determine maximum occupancy load.
- C. The AHJ shall determine any fire protection and/or control devices and life safety provisions that may be needed.

155-11. Definitions.

Unless otherwise expressly stated, the following terms shall, for the purpose of this chapter, have the meaning indicated in this section. Additional definitions applicable to this chapter are contained in the applicable NFPA Codes and/or Standards.

ACCESS BOX -- A steel key vault, mounted on the exterior of a building that contains keys, floor plans, maps or other items as required by the AHJ, for access to all portions of the building.

ADULT DAY CARE -- Any place that receives at any time for compensation four or more adults for care and supervision for less than twenty-four (24) hours a day.

ADULT FAMILY HOME -- Similar to a CBRF except that they are licensed for five or less tenants.

ALARM -- An automatic or manual alarm notification summoning the Fire Department to the location of an alarm indicating fire.

ANNUNCIATOR -- A unit containing one or more indicator lamps, alphanumeric displays, or other equivalent means in which each indication provides status information about a circuit, condition, or location.

APPROVED -- Acceptable to the AHJ.

APPROVED AGENCY -- An agency accepted or acceptable to the AHJ, which may include the following: Underwriters Laboratories, Inc., the National Institute of Standards and Technology, the American Gas Association laboratories or other nationally recognized testing authorities.

ASSEMBLY GROUP A -- Group A occupancies include, among other, the use of a building or structure, or a portion thereof, for the gathering together of persons for purposes such as civic, social or religious functions, recreation, food or drink consumption or awaiting transportation. A room or space used for assembly purposes by less than fifty (50) persons and accessory to another occupant shall be included as a part of that occupancy. Assembly occupancies shall include the following:

- A. A-1 Assembly uses, usually with fixed seating, intended for the production and viewing of performing arts or motion pictures.
- B. A-2 Assembly uses intended for food and/or drink consumption.
- C. A-3 Assembly uses intended for worship, recreation or amusement and other assembly uses not classified elsewhere in Group A.
- D. A-4 Assembly uses intended for viewing of indoor sporting events and activities with spectator seating.
- E. A-5 Assembly uses intended for participation in or viewing outdoor activities.

AUDIBLE NOTIFICATION APPLIANCE -- A notification appliance that alerts by the sense of hearing.

AUTOMATIC FIRE DETECTOR -- A device designed to detect specific products of fire – smoke, heat or both.

AUTHORITY HAVING JURISDICTION (AHJ) -- The Fire Chief of the City of Burlington Fire Department, or any designee of the Fire Chief, to enforce this chapter and the laws of the State of Wisconsin, as designated in ch. Comm. 14, Wis. Admin. Code, pertaining to the prevention of fires and public safety, and/or conditionally approving equipment installation, and/or procedures as outlined in NFPA Standards, Codes and/or Recommended Practices.

AUTOMATIC CLOSING DEVICE – A device which functions without human intervention and is actuated as a result of predetermined temperature rise, rate of rise of temperature, combustion products or smoke density.

AUTOMATIC FIRE ALARM SYSTEM -- A system which automatically detects fire condition and actuates NOTIFICATION APPLIANCES throughout the protected premises and actuates a fire alarm

signal device to a U.L. Listed Central Station for Fire Service that is acceptable to the AHJ.

AUTOMATIC FIRE-EXTINGUISHING SYSTEM -- An approved system of devices and equipment which automatically detects a fire and discharges an approved fire-extinguishing agent onto or in the area of fire.

AUTOMATIC FIRE SPRINKLER SYSTEM -- An integrated system of underground and/or overhead piping designed in accordance with fire protection standards. The system includes a suitable water supply. The portion of the system above ground is a network of specially sized or hydraulically designed piping installed in a structure or area, generally overhead, and to which automatic sprinklers are connected in a systematic pattern. The system is usually activated by heat from a fire and discharges water in the fire area.

AVAILABLE WATER SUPPLY -- The quantity of water at a specific pressure that can be used by the Fire Department for firefighting purposes and/or used by an automatic fire sprinkler, standpipe, fire control or fire suppression system.

BASEMENT -- That portion of a building that is partly or completely below Grade Plane. A basement shall be considered as a story.

BUREAU OF FIRE PROTECTION -- The Bureau of Fire Prevention is made up of the following personnel: The Fire Chief, The Fire Marshal and/or Fire Inspectors, or any other Designee of the Chief.

BOARDING HOUSE -- A building arranged or used as lodging for compensation, with or without meals, not occupied as a single-family unit.

BONFIRE -- A recreational fire larger than three feet in diameter or larger than three feet tall, used to mark a public event, victory celebration or similar occurrence.

BUSINESS GROUP B – Group B occupancy includes, among others, the use of a building or structure, or a portion thereof, for office, professional or service-type transactions, including storage of records and accounts.

CEILING – The upper surface of a space, regardless of height. Areas with a suspended ceiling would have two ceilings, one visible from the floor, and one above the suspended ceiling.

CODE – A standard that is an extensive compilation of provisions covering a broad subject matter or that is suitable for adoption into law independently of other codes and standards.

COMBUSTIBLE MATERIAL – All materials not classified as “Noncombustible” are considered combustible. This property of a material does not relate to its ability to structurally perform under fire exposure. The degree of combustibility is not defined by standard fire test procedures.

COMM -- Wisconsin Department of Commerce.

COMMON AREA – Any area in a building that can be accessed by more than one person at one time. This does not include areas within a dwelling unit.

COMMUNITY BASED RESIDENTIAL FACILITY (CBRF) -- A community facility where five or more adults who are not related to the operator or administrator and who do not require care above

intermediate level nursing care reside and receive care, treatment or services that are above the level of room and board, but that include no more than three hours of nursing care per week per resident.

CONDITIONAL APPROVAL -- An approval of plans, calculations, submittals and/or specifications by the AHJ based upon information provided to the AHJ, including but not limited to, any changes required by the AHJ to the above mentioned plans, submittals and/or specifications. Conditional Approval of any submittal and/or portion of any submittal does not grant waiver to and/or modify of any requirements of this chapter, any other applicable code, standard, regulation and/or law. The conditional approval of any automatic fire sprinkler, suppression or fire alarm submittal by the AHJ shall not be construed as an assumption of any design responsibility by the AHJ, Municipality, any individual employed by the municipality and/or any agent(s) for the municipality.

CONSULTANT(S) – A company, individual or agency hired by the Fire Department or Municipality to provide advice to the Fire Department on fire and/or life safety related issues. Consultants may provide services, which could include, but is not limited to, plan reviews of fire sprinkler, fire alarm, fire control, fire suppression, fire extinguishing systems, witness tests and/or conduct inspections.

DAY CARE CENTER – Any place which receives at any one time for compensation four or more children under the age of seven years, for care and supervision, for less than twenty-four (24) hours a day or more than ten days a month, without the attendance of a parent, relative or legal guardian.

DWELLING OR DWELLING UNIT – A single unit providing living facilities for one or more persons, including permanent provisions for living, sleeping, eating, cooking and sanitation. For the purpose of this chapter, Dwelling Unit includes apartments and condominiums but does not include hotel and motel rooms, guest suites, dormitories, boarding rooms, or sleeping rooms in nursing homes.

EDUCATIONAL GROUP E – Group E occupancy includes, among others, the use of a building or structure, or a portion thereof, by six or more persons at any one time for educational purposes through the 12th grade.

FACTORY INDUSTRIAL GROUP F -- Group F occupancy includes, among others, the use of a building or structure, or a portion thereof, for assembly, disassembly, fabricating, finishing, manufacturing, packaging, repair or processing operations that are not classified as Group H occupancy.

- A. F-1 Moderate-Hazard occupancy.
- B. F-2 Low-Hazard occupancy.

FALSE ALARM -- The initiation or transmission of a signal, message or other notification of an event of fire when no such danger exists. Further defined as:

- A. Malicious Alarm – A false alarm of fire deliberately sounded by someone in order to inconvenience the Fire Department.
- B. Accidental Alarm -- An alarm set off and transmitted through accidental operation of an automatic or manual fire alarm device.
- C. Good Intent False Alarm -- An alarm that turns out to be false but was reported in good faith.

FAMILY UNIT – Two or more individuals who are related to each other by blood, marriage, adoption or legal guardianship. For purposes of this chapter, a group of not more than 4 persons, not necessarily related by blood or marriage, living together in a single living unit, will be considered equivalent to a single family.

FIRE ALARM – An automatic or manual alarm notification summoning the Fire Department to the location of an alarm indicating fire.

FIRE ALARM ANNUNCIATION DEVICE -- A device connected to a fire alarm to signal either a fire or trouble condition. Fire Alarm Annunciation Devices include visible notification appliances, strobes, audible notification appliances, horn/strobes, horns, bells, and/or annunciator panels.

FIRE ALARM INITIATING DEVICE -- A device connected to a FIRE ALARM SYSTEM that causes a trouble, supervisory and/or alarm signal to be initiated. Fire Alarm Initiating Devices could include: manual pull stations, smoke, heat, flame, ionization, or photoelectric detectors, spark detectors, water flow, low air, low temperature, low water, or supervisory switches.

FIRE ALARM SYSTEM -- A system or portion of a combination system that consists of components and circuits arranged to monitor and annunciate the status of the fire alarm or supervisory signal-initiating devices to activate notification appliances throughout the protected premises and to initiate the appropriate response to those signals.

FIRE CONTROL SYSTEM -- A system designed and constructed with the intent of controlling or limiting a fire. Fire Control Systems may be automatic or non-automatic. Fire Control Systems could include AUTOMATIC FIRE SPRINKLER SYSTEMS, standpipe systems, chemical agent systems, fire hydrants and/or any other system acceptable to the AHJ.

FIRE DEPARTMENT CONNECTION (FDC) -- A part of a sprinkler, standpipe, deluge and/or combination system to be used by the Fire Department to pump additional water into the system(s) it is connected to.

FIRE DOOR ASSEMBLY -- Any combination of a fire door, frame, hardware, and other accessories that together provide a certain degree of fire protection to the opening.

FIRE RESISTIVE -- That property of materials of their assemblies that prevents or retards the passage of excessive heat, hot gases or flame under conditions of use. Materials are tested as prescribed in s. 703 of the International Building Code (IBC), as adopted by s. Comm 61.05, Wis. Admin. Code and amended by s. Comm 62.0703, Wis. Admin. Code.

FIREWALL -- A fire-resistance-rated wall having protected openings, which restricts the spread of fire and extends continuously from the foundation to or through the roof, with sufficient structural stability under fire conditions to allow collapse of construction on either side without collapse of the wall.

FIREWORKS -- as anything manufactured, processed or packaged for exploding, emitting sparks or combustion which does not have any other use and includes those items set forth in ss. 167.10(1)(m) and (n), Wis. Stats.

FLOOR AREA OR SQUARE FOOTAGE OF A BUILDING – The total square footage of the sums of all basement, floor levels, balconies and mezzanines.

A. The area for basements and floor levels shall be measured from the outside perimeter of the

outside walls.

- B. The area for mezzanines shall be determined from the product of the length of the mezzanine multiplied by the width of the mezzanine.
- C. For the purpose of determining square footage, fire division walls will not be accepted as outside walls or area dividers.
- D. Buildings that are in close proximity to each other will have their building square footage added together to arrive at the total square footage.
- E. For the purpose of determining close proximity the following will hold true:
 - (1) Single story buildings – Thirty (30) feet apart or less.
 - (2) Two story buildings – Sixty (60) feet apart or less
 - (3) Three story buildings – Sixty (60) feet apart or less.
 - (4) All other multiple story buildings – Sixty (60) feet apart.
 - (5) Buildings of variable height next to each other – Thirty (30) feet apart or less.
- F. For the purpose of determining square footage, a FIRE WALL which has a fire resistance rating of not less than four hours and which subdivides or separates a building to restrict the spread of fire, including a three foot parapet wall is an approved area divider.

FLOOR, GROUND -- That level of a building on a sloping or multilevel site which has a floor line at or not more than three feet above exit discharge grade for at least ½ of the required exit discharges.

FREQUENTER -- Every person, other than an employee, who may go in or be in a place of employment or public building under circumstances which render such person other than a trespasser. Such term includes a pupil or student when enrolled in or receiving instruction at an educational institution.

GRADE PLANE -- A reference plane representing the average of finished ground level adjoining the building exterior walls. Where the finished ground level slopes away from the exterior walls, the reference plane shall be established by the lowest points within the area between the building and the lot line or, where the lot line is more than six feet from the building, between the building and a point six feet from the building.

HAZARDOUS GROUP H -- Group H occupancy includes, among others, the use of a building or structure, or a portion thereof, that involves the manufacturing, processing, generation or storage of materials that constitute a physical or health hazard in quantities in excess of those found in Tables 307.7(1) through 307.7(4) of the International Building Code.

- A. H-1 Buildings and structures which contain materials that pose a detonation hazard.
- B. H-2 Buildings and structures which contain materials that pose a deflagration hazard or a hazard from accelerated burning.

- C. H-3 Buildings and structures which contain materials that readily support combustion or pose a physical hazard.
- D. H-4 Buildings and structures which contain materials that are health hazards.
- E. H-5 Semiconductor fabrication facilities and comparable research and development areas in which hazardous production materials are used and the aggregate quantity of materials is in excess of those listed in Tables 307.7(1) and 307.7(2) of the International Building Code.

HAZARDOUS MATERIAL, OR INFECTIOUS AGENT -- any material or combination of materials which may cause or significantly contribute to an increase in mortality or an increase in serious irreversible or incapacitating reversible illness or which may pose a substantial present or potential hazard to human health or the environment because of its quantity, concentration or physical, chemical or infectious characteristics. This term includes, but is not limited to, products that are explosive, toxic, corrosive, or flammable, irritants, strong sensitizers, pesticides or a biological hazard.

HEIGHT, BUILDING -- The vertical distance from the **GRADE PLANE** to the average height of the highest roof surface.

HIGH-CHALLENGE FIRE HAZARD – A fire hazard typical of that produced by fires in combustible high-piled storage, flammable/combustible liquid storage, tire storage and other special occupancies.

INSTITUTIONAL GROUP I -- Group I occupancy includes, among others, the use of a building or structure, or a portion thereof, in which people having physical limitations because of health or age are harbored for medical treatment or other care or treatment, or in which people are detained for penal or correctional purposes or in which the liberty of the occupants is restricted. Institutional occupancies are classified as I-1, I-2, I-3 or I-4, as described in the International Building Code.

LISTED -- Included in a list published by a nationally recognized testing laboratory, inspection agency, or other organization concerned with product evaluation, that maintains periodic inspection of production of listed equipment or materials and whose listing states either that the equipment or materials meet nationally recognized standards or has been tested and found suitable for use in a specified manner.

MANUAL FIRE ALARM SYSTEM – A system or portion of a combination system that consists of components and circuits arranged to initiate the **NOTIFICATION APPLIANCES** and appropriate response to those signals only after a person manually activates the fire alarm system.

MERCANTILE GROUP M – Group M occupancy includes, among others, building and structures or a portion thereof, for the display and sale of merchandise, and involves stock of goods, wares or merchandise incidental to such purposes and accessible to the public.

MEZZANINE OR MEZZANINE FLOOR -- An intermediate level or levels between floor and ceiling of any story with an aggregate floor area of not more than one-third of the area of the room or space in which the level or levels are located.

MISCELLANEOUS GROUP U – Buildings and structures of an accessory character and miscellaneous structures not classified in any specific occupancy shall be constructed, equipped and maintained to conform to the requirements of this chapter commensurate with the fire and life hazard incidental to

their occupancy.

MUNICIPALITY – The City of Burlington.

MULTIFAMILY DWELLING -- A building or portion thereof containing three or more dwelling units, such as tenements, apartments or rooming houses. Row houses with fire walls extending from the basement to the underside of the roof separating each living unit are not considered multifamily for the purpose of this chapter.

NFPA -- The National Fire Protection Association.

NON-ACCESSIBLE AREA -- A portion of a building or structure that people do not have access to.

NONCOMBUSTIBLE MATERIAL – A material which, in the form in which it is used, meets one of the requirements listed below. Materials used adjacent to or in contact with heat producing appliances, warm air ducts, plenums and chimneys shall be classified as noncombustible only on the basis of requirement A. Noncombustible does not apply to the flame-spread characteristics of interior finish or trim materials. No material shall be classified as noncombustible building construction material which is subject to increase in combustibility or Flame-Spread Classification (FSC) beyond the limits herein established through the effects of age, moisture or other atmospheric conditions. (See flame spread rating in Wis. Admin. Code.)

- A. Materials which pass the test procedure of ASTM E-136 for non-combustibility of elementary materials when exposed to a furnace temperature of 1,382° F for a minimum period of five minutes and do not cause a temperature rise of the surface or interior thermocouple in excess of 54° F above the furnace air temperature at the beginning of the test and which do not flame after exposure of thirty (30) seconds.
- B. Materials having structural base of noncombustible material as defined in par. A., with a surfacing not more than 1/8" thick which has a Flame-Spread Classification (FSC) not greater than fifty (50) when tested in accordance with the method of test for surface burning characteristics of building materials (ASTM E-84).

NORMAL ACCESS ROUTES – For the purpose this chapter, Normal Access Routes are defined as pavement, sidewalks, streets, driveways and paths leading to a building that are clear and maintained year round. The normal access route does not include grass, parking stalls, ditches, hills, shrubs, flower beds, fences, walls or any other area not typically used for ingress to or egress from a building.

NOTIFICATION APPLIANCE -- A fire alarm system component such as a bell, horn, speaker, light, or text display that provides audible, tactile, visible outputs or any combination thereof that is acceptable to the AHJ.

OCCUPANTS – The person or persons who physically reside, work or are present anywhere in a facility, building and/or structure.

OCCUPIABLE AREA – The spaces of a facility that can be occupied or used by the facility occupants as part of the building function or to support building operations and maintenance. This includes, but is not limited to, storage areas, mechanical and electrical equipment areas, walk-in closets or janitor's rooms, restrooms, conference rooms, and individual offices.

OTHER TERMS – Terms not defined herein used in this chapter shall be as defined in the International Fire Code Section 202 and/or NFPA Codes and Standards that are adopted in this chapter by reference.

OWNER -- Includes his or her duly sworn agent or attorney, a purchaser, devisee, fiduciary or person having a vested or contingent interest in the property in question.

OWNER'S CERTIFICATE – A form completed by the Owner(s), or the Owner's authorized agent, of a building or structure where a fire sprinkler system is going to be installed that provides the sprinkler contractor with information required to properly design a fire sprinkler system.

PERMIT -- A Permit as specified and/or required by this chapter shall constitute permission to maintain, store or handle materials or conduct processes which produce conditions hazardous to life or property or install equipment used in connection with such activities and/or for the installation and/or alteration of any portion of a Fire Protection, Fire Alarm, Fire Control, and/or Fire Suppression System. Such a Permit shall not take the place of any other license or permit required by law. A Permit shall be valid for a stated or indefinite period as may be specified thereon as determined by the AHJ to be reasonably necessary to promote safety in the permitted activity. A Permit shall not be transferable. Any change in use or occupancy shall require a new Permit

PLACE OF EMPLOYMENT – Includes every place, whether indoors or out or underground, and the premises appurtenant thereto, where either temporarily or permanently any industry, trade or business is carried on, or where any process or operation, directly or indirectly related to any industry, trade or business, is carried on, and where any person is, directly or indirectly, employed by another for direct or indirect gain or profit, but does not include any place where persons are employed in private domestic service which does not involve the use of mechanical power or in farming. "Farming" includes those activities specified in s. 102.04(3) Wis. Stats., and also includes the transportation of farm products, supplies or equipment directly to the farm by the operator of said farm or employees for use thereon, if such activities are directly or indirectly for the purpose of producing commodities for market, or as an accessory to such production. When used with relation to building codes, Place of Employment does not include an adult family home, as defined in s. 50.01(1) Wis. Stats., or, except for the purposes of s. 101.11 Wis. Stats., a previously constructed building used as a community-based residential facility, as defined in s. 50.01(1g) Wis. Stats., which serves 20 or fewer residents who are not related to the operator or administrator.

PROTECTED PREMISES – The physical location protected by a Fire Alarm System.

PUBLIC BUILDING – Any structure, including exterior parts of such building, such as a porch, exterior platform or steps providing means of ingress or egress, used in whole or in part as a place of resort, assemblage, lodging, trade, traffic, occupancy, or use by the public or by 3 or more tenants. When used in relation to building codes, "Public Building" does not include a previously constructed building used as a community-based residential facility as defined in s. 50.01(1g) Wis. Stats., which serves 20 or fewer unrelated residents or an adult family home, as defined in s. 50.01(1) Wis. Stats.

RECOGNIZED SCALE -- A scale commonly used by architects, engineers, designers and others in the preparation of drawings that is acceptable to the AHJ.

RECORD – Any form of written material that shows information pertaining to a device, system, method or person. Written records are required whenever tests and/or maintenance of any kind is performed on

any fire alarm, fire control, fire suppression or life safety system or device.

REMODEL -- To remodel, alter or both, means to change any building or structure which affects the structural strength, fire hazard, internal circulation, or exits of the existing building or structure. This definition does not apply to maintenance, re-roofing, or alterations to the heating and ventilating or electrical system.

REMOTE FIRE DEPARTMENT CONNECTION (FDC) -- A Fire Department Connection that is not attached to the building or structure that is protected by the system the FDC supplies and is connected by piping usually installed underground or a piping method that is acceptable to the AHJ.

RESIDENTIAL GROUP R -- Group R occupancy includes, among others, the use of a building or structure, or portion thereof, for sleeping accommodations when not classed as an Institutional Group I.

- A. R-1 Residential occupancies where the occupants are primarily transient in nature.
- B. R-2 Residential occupancies containing more than two dwelling units where occupants are primarily permanent in nature.
- C. R-3 Residential occupancies where the occupants are primarily permanent in nature and not classified R-1, R-2 or I, and where buildings do not contain more than two dwelling units or adult and child care facilities, that provide accommodations for five or fewer persons of any age for less than twenty-four (24) hours.
- D. R-4 Residential occupancies shall include buildings arranged for occupancy as Residential Care/Assisted Living Facilities including five but not more than 16 occupants, excluding staff.

ROOF SPACE -- The space located above the finished ceiling(s) and below the exterior roof of a structure. This includes but is not limited to any space that could be defined as an attic.

ROOMING HOUSE -- Any building, which has a room or rooms for sleeping, without permanent provisions for cooking. Rooming House rooms do not include any room in a one or two-family dwelling.
ROUGH INSPECTION -- Visual observation from the floor and/or ground level of any system and/or component thereof required by this chapter prior to being concealed in any way by any means.

ROW HOUSE -- A place of abode arranged to accommodate three or more attached side-by-side or back-to-back living units.

SAFETY MARGIN -- A specific measurement of pressure in pound per square inch (psi) at a specific rate of waterflow that all fire sprinkler, fire control and water base fire suppression systems must maintain below the anticipated available water supply as determined by a waterflow test, a Municipality specified flow and pressure or any other water supply acceptable to the AHJ.

SINGLE-FAMILY DWELLING -- A detached building containing only one dwelling unit and designed exclusively for use and occupancy by one family.

SHALL -- Indicates a mandatory requirement.

SHOULD -- Indicates a recommendation or that which is advised but not required.

SPACING – A horizontally measured dimension relating to the allowable coverage limits of fire detectors, automatic sprinkler systems, and fire alarm visual notification devices.

SPECIAL OCCUPANCY – Any area that a High-Challenge Fire Hazard exists and any NFPA Codes and/or

Standards contain design criteria, limitations or requirements that apply specifically to the occupancy.

STANDARD -- A document, the main text of which contains only mandatory provisions using the word “shall” to indicate mandatory requirements and which is in a form generally suitable for reference by another standard or code or for adoption into law.

STORAGE GROUP S -- Group S occupancy includes, among others, the use of a building or structure, or portion thereof, for storage that is not classed as Hazardous Group H.

- A. S-1 (Moderate-Hazard Storage) Buildings occupied for storage uses which are not classified as S-2.
- B. S-2 (Low-Hazard Storage) Building used for storage of noncombustible material such as products on wood pallets or in paper cartons with or without single thickness divisions or in paper wrappings. Such products may have negligible amount of plastic trim such as knobs, handles, or film wrapping.

STORY -- That portion of a building included between the upper surface of a floor and the upper surface of the floor or roof next above. To determine the number of stories in a building, all floors will be counted whether they are above grade or below grade, including basements, sub-basements, and ground floors, but not including penthouses or mezzanines less than one-third (1/3) of a story.

TEMPORARY -- Less than one hundred-eighty (180) days.

TACTILE NOTIFICATION APPLIANCE – A notification appliance that alerts by the sense of touch or vibration.

TEXTUAL AUDIBLE NOTIFICATION APPLIANCE -- A notification appliance that conveys a stream of audible information. An example of a textual audible notification appliance is a speaker that reproduces a voice message.

THROUGHOUT – One of the following, depending on the circumstances:

- A. Throughout, for automatic fire sprinkler systems, means providing fire sprinkler protection in all areas of a structure as required by NFPA 13.
- B. Throughout, for automatic fire alarm systems, means installing detection, audible and visual notification devices in all areas of the protected premises installed in accordance with NFPA 72.
- C. Throughout, for manual fire alarm systems, means installing audible and visual notification devices in all areas of the protected premises installed in accordance with NFPA 72.

TWO FAMILY DWELLING – A detached building containing not more than two individual dwelling units

which are entirely separated by vertical walls or horizontal floors, un-pierced except for access to the outside or common basement.

VEHICLE -- Any self-propelled device fueled by flammable or combustible liquid, or compressed gas, used to transport people or goods.

VISIBLE NOTIFICATION APPLIANCE – A notification appliance that alerts by the sense of sight.

WATERFLOW TEST – A test of an available water supply that indicates the quantity of water flowing out of a specific orifice, at a specific pressure, at a specific point in time.

WELFARE – Includes comfort, decency and moral well-being.

WISCONSIN STATUTES – All references to "Wisconsin Statutes" or "Wis. Stats." shall mean the State of Wisconsin Statutes as of the adoption of this chapter as or as they may be amended or renumbered from time to time.

155-12. Adoption of Wisconsin Department of Commerce Codes.

A. The following Wisconsin Administrative Codes in effect on the date of adoption of this chapter, or as they may be amended or renumbered from time to time, are adopted by reference, enforced and incorporated into this chapter as if fully set forth herein:

Comm 3	Petition for Variance Procedures
Comm 5	Licenses, Certification and Registration
Comm 7	Explosive Materials
Comm 8	Mines, Pits and Quarries
Comm 9	Manufacture of Fireworks
Comm 10	Flammable and Combustible Liquids
Comm 14	Fire Prevention
Comm 16	Electrical
Comm 18	Elevator Code
Comm 28	Smoke Detectors
Comm 33	Passenger Ropeways
Comm 34	Amusement Rides and Attractions
Comm 35	Infectious Agents
Comm 40	Gas Systems
Comm 41	Boilers and Pressure Vessels
Comm 43	Anhydrous Ammonia
Comm 45	Mechanical, Refrigeration
Comm 48	Petroleum Products
Comm 61-65	Wisconsin Commercial Building Code
Comm 70	Historic Buildings
Comm 71	Solar Energy Systems
Comm 75-79	Existing Buildings
Comm 95-98	Manufactured Homes

B. Any violation of the incorporated provisions of any State of Wisconsin Code, Law, Regulation, Standard or any other requirements constitutes a violation of this chapter.

- C. In cases of conflict between Local and State of Wisconsin Codes, the most restrictive provisions, as determined by the AHJ, shall govern.
- D. Copies of the Wisconsin Department of Commerce codes are available from:
 Wisconsin Department of Administration
 Document Sales and Distribution Section
 P.O. Box 7840
 Madison, WI 53707
 1-608-266-3358

155-13. Adoption of the International Code Council Code(s).

The latest International Code Council (ICC) publication(s) listed below and published on or before the effective date of this chapter are adopted by reference, enforced and incorporated into this chapter as if fully set forth herein:

International Fire Code (IFC), 2006 edition (applies only to sections specifically referenced in this chapter).

155-14 Adoption of National Fire Protection Association Codes and Publications.

The latest National Fire Protection Association (NFPA) Codes and publications published on or before the effective date of this chapter are adopted by reference, enforced and incorporated into this chapter as if fully set forth herein:

NFPA 1	Uniform Fire Code (applies only to use, maintenance, operation and testing), 2006 edition
NFPA 10	Standard for Portable Fire Extinguishers, 2007 edition
NFPA 11	Standard for Low-, Medium- and, High-Expansion Foam, 2005 edition
NFPA 12	Standard on Carbon Dioxide Extinguishing Systems, 2008 edition
NFPA 13	Standard for the Installation of Sprinkler Systems, 2007 edition
NFPA 13D	Sprinkler Systems in One and Two-Family Dwellings and Manufactured Homes, 2007 edition
NFPA 13R	Sprinkler Systems in Residential Occupancies up to and Including Four Stories in Height, 2007 edition
NFPA 14	Standard for the Installation of Standpipes, Private Hydrant, and Hose Systems, 2007 edition
NFPA 15	Standard for Water Spray Fixed Systems for Fire Protection, 2007 edition
NFPA 16	Standard for the Installation of Foam-Water Sprinkler and Foam-Water Spray Systems, 2007 edition
NFPA 17	Standard for Dry Chemical Extinguishing Systems, 2002 edition
NFPA 17A	Standard for Wet Chemical Extinguishing Systems, 2002 edition
NFPA 20	Standard for the Installation of Stationary Pumps for Fire Protection, 2007 edition
NFPA 22	Standard for Water Tanks for Private Fire Protection, 2003 edition
NFPA 24	Standard for the Installation of Private Fire Service Mains and their Appurtenances, 2007 edition
NFPA 25	Standard for the Inspection, Testing, and Maintenance of Water-Based Fire Protection Systems, 2008 edition
NFPA 30	Flammable and Combustible Liquids Code, 2008 edition

NFPA 30A	Code for Motor Fuel Dispensing Facilities and Repair Garages, 2008 edition
NFPA 30B	Code for the Manufacture and Storage of Aerosol Products, 2007 edition
NFPA 33	Standard for Spray Application Using Flammable or Combustible Materials, 2007 edition
NFPA 34	Standard for Standard for Dipping and Coating Processes Using Flammable or Combustible Liquids, 2007 edition
NFPA 35	Standard for the Manufacture of Organic Coatings, 2005 edition
NFPA 36	Standard for Solvent Extraction Plants, 2004 edition
NFPA 37	Standard for the Installation and Use of Stationary Combustion Engines and Gas Turbines, 2006 edition
NFPA 40	Standard for the Storage and Handling of Cellulose Nitrate Film, 2007 edition
NFPA 42	Code for the Storage of Pyroxylin Plastic, 2002 edition
NFPA 45	Standard on Fire Protection for Laboratories Using Chemicals, 2004 edition
NFPA 51	Standard for the Design and Installation of Oxygen-Fuel Gas Systems for Welding, Cutting, and Allied Processes, 2007 edition
NFPA 51A	Standard for Acetylene Cylinder Charging Plants, 2006 edition
NFPA 51B	Standard for Fire Prevention During Welding, Cutting, and Other Hot Work, 2003 edition
NFPA 54	National Fuel Gas Code, 2006 edition
NFPA 55	Standard for the Storage, Use, and Handling of Compressed Gases and Cryogenic Fluids in Portable and Stationary Containers, Cylinders, and Tanks, 2005 edition
NFPA 58	Liquefied Petroleum Gas Code, 2008 edition
NFPA 59	Utility LP-Gas Plant Code, 2004 edition
NFPA 59A	Standard for the Production, Storage, and Handling of Liquefied Natural Gas (LNG), 2006 edition
NFPA 61	Standard for the Prevention of Fires and Dust Explosions in Agricultural and Food Processing Facilities, 2008 edition
NFPA 68	Guide for Venting of Deflagrations, 2007 edition
NFPA 69	Standard on Explosion Prevention Systems, 2008 edition
NFPA 70	National Electrical Code®, 2005 edition
NFPA 72	National Fire Alarm Code, 2007 edition
NFPA 75	Standard for the Protection of Information Technology Equipment, 2003 edition
NFPA 76	Standard for the Fire Protection of Telecommunications Facilities, 2005 edition
NFPA 80	Standard for Fire Doors and Fire Windows, 2007 edition
NFPA 82	Standard on Incinerators and Waste and Linen Handling Systems and Equipment, 2004 edition
NFPA 85	Boiler and Combustion Systems Hazards Code, 2007 edition
NFPA 86	Standard for Ovens and Furnaces, 2007 edition
NFPA 88A	Standard for Parking Structures, 2007 edition
NFPA 88B	Standard for Repair Garages, 1997 Edition
NFPA 91	Standard for Exhaust Systems for Air Conveying of Vapors, Gases, Mists, and Noncombustible Particulate Solids, 2004 edition
NFPA 92A	Standard for Smoke-Control Systems), 2006 edition
NFPA 92B	Standard for Smoke Management Systems in Malls, Atria, and Large Spaces, 2005 edition
NFPA 96	Standard for Ventilation Control and Fire Protection of Commercial Cooking Operations, 2008 edition

NFPA 99B Standard for Hypobaric Facilities, 2005 edition
 NFPA 99C Standard on Gas and Vacuum Systems, 2005 edition
 NFPA 101 Life Safety Code®, 2006 edition
 NFPA 101B Code for Means of Egress for Buildings and Structures
 NFPA 102 Standard for Grandstands, Folding and Telescopic Seating, Tents, and Membrane Structures, 2006 edition

 NFPA 105 Standard for the Installation of Smoke Door Assemblies, 2007 edition
 NFPA 110 Standard for Emergency and Standby Power Systems, 2005 edition
 NFPA 111 Standard on Stored Electrical Energy Emergency and Standby Power Systems, 2005 edition

 NFPA 115 Standard on Laser Fire Protection, 2003 edition
 NFPA 160 Standard for the Use of Flame Effects Before an Audience, 2006 edition
 NFPA 170 Standard for Fire Safety and Emergency Symbols, 2006 edition
 NFPA 204 Standard for Smoke and Heat Venting, 2007 edition
 NFPA 214 Standard on Water-Cooling Towers, 2005 edition
 NFPA 221 Standard for High Challenge Fire Walls, Fire Walls, and Fire Barrier Walls, 2006 edition

 NFPA 230 Standard for Fire Protection of Storage, 2003 edition
 NFPA 232 Standard for the Protection of Records, 2007 edition
 NFPA 241 Standard for Safeguarding Construction, Alteration, and Demolition Operations, 2004 edition

 NFPA 291 Practice for Fire Flow Testing and Marking of Hydrants, 2007 edition
 NFPA 303 Fire Protection Standards for Marine and Boatyards, 2006 edition
 NFPA 318 Standard for the Protection of Semiconductor Fabrication Facilities, 2006 edition
 NFPA 400 Hazardous Chemical Code
 NFPA 407 Standard for Aircraft Fuel Servicing, 2007 edition
 NFPA 408 Standard for Aircraft Hand Portable Fire Extinguishers, 2004 edition
 NFPA 409 Standard on Aircraft Hangars, 2004 edition
 NFPA 410 Standard on Aircraft Maintenance, 2004 edition
 NFPA 418 Standard for Heliports, 2006 edition
 NFPA 430 Code for the storage of Liquid and Solid Oxidizers, 2004 edition
 NFPA 432 Code for the Storage of Organic Peroxide Formulations, 2002 edition
 NFPA 434 Code for the Storage of Pesticides, 2002 edition
 NFPA 484 Standard for Combustible Metals, 2006 edition
 NFPA 490 Code for the Storage of Ammonium Nitrate, 2002 edition
 NFPA 495 Explosive Materials Code, 2006 edition
 NFPA 499 Recommended Practice for the Classification of Combustible Dusts and of Hazardous (Classified) Locations for Electrical Installations in Chemical Process Areas, 2004 edition

 NFPA 560 Standard for the Storage, Handling, and Use of Ethylene Oxide for Sterilization and Fumigation, 2007 edition
 NFPA 654 Standard for the Prevention of Fire and Dust Explosions from the Manufacturing, Processing, and Handling of Combustible Particulate Solids, 2006 edition
 NFPA 655 Standard for Prevention of Sulfur Fires and Explosions, 2007 edition

 NFPA 664 Standard for the Prevention of Fires and Explosions in Wood Processing and Woodworking Facilities, 2007 edition
 NFPA 704 Standard System for the Identification of the Hazards of Materials for Emergency Response 2007 edition
 NFPA 720 Standard for the Installation of Carbon Monoxide (CO) Warning Equipment in

	Dwelling Units 2005 edition
NFPA 750	Standard on Water Mist Fire Protection Systems, 2006 edition
NFPA 780	Standard for the Installation of Lightning Protection Systems, 2008 edition
NFPA 801	Standard for Fire Protection for Facilities Handling Radioactive Materials, 2003 edition
NFPA 804	Standard for Fire Protection for Advanced Light Water Reactor Electric Generating Plants, 2006 edition
NFPA 850	Recommended Practice for Fire Protection for Electric Generating Plants and High Voltage Direct Current Converter Stations, 2005 Edition
NFPA 853	Standard for the Installation of Stationary Fuel Cell Power Systems, 2007 edition
NFPA 1123	Code for Fireworks Display, 2006 edition
NFPA 1124	Code for the Manufacture, Transportation, Storage and Retail Sales of Fireworks and Pyrotechnic Articles, 2006 edition
NFPA 1125	Code for the Manufacture of Model Rocket and High Power Rocket Motors, 2007 edition
NFPA 1126	Standard for the Use of Pyrotechnics before a Proximate Audience, 2006 edition
NFPA 2001	Standard on Clean Agent Fire Extinguishing Systems, 2008 edition
NFPA 2010	Standard for Fixed Aerosol Fire Extinguishing Systems, 2006 edition

Copies of the National Fire Prevention Association codes and publications are available from:

National Fire Protection Association
 1 Batterymarch Park
 Quincy, Massachusetts 02169-7471
 Tel: 617-770-3000
 Sales/Member Services: 800-344-3555 or 617-770-3000
 Fax: 617-770-0700

155-15. Liability for Damages.

This Chapter shall not be construed to affect the responsibility of any persons owning, operating, or installing equipment, for injury to persons or damage to property caused by any defect therein, nor shall the Municipality, any person, firm, company or agent(s) for the Municipality be held as assuming such liability by reason of any plan, system, submittal review and/or conditional approval, inspection or re-inspection authorized herein or the permit issued herein provided or by reason of the disapproval or approval of any equipment and/or system authorized herein.

155-16. Service of Correction Orders.

- A. The service of correction orders may be made upon the owner, occupant or both or any other person responsible for the condition(s) that violate any section of this chapter. A copy of the service order can be delivered personally to the owner or by leaving it with the person in charge of the premises. Whenever it may be necessary to serve such order upon the owner of the premises, such an order may be served either by delivering to and leaving with the person a copy of the order, or if such owner is absent from the jurisdiction of the AHJ making the order, by mailing such a copy to the owner's last known post office address. Any such order may be given verbally, handwritten on an approved inspection form or typed and delivered to such occupant personally or by placing such order in a conspicuous place on the door to the entrance of the premises.

- B. Compliance with service of correction orders that include conditions that are hazardous to life or safety of the occupants shall require immediate correction. All other violations shall be corrected within a specified time or date, as the AHJ shall determine.
- C. When the owner of any property or person in apparent control of the property is issued an order by the AHJ and fails to comply with the order, the Municipality may do the work ordered or cause the work ordered to be done and the cost of such work shall constitute a special charge against the property upon which the work is done and shall be levied against such property pursuant to s. 66.0627, Wis. Stats.
- D. No person shall refuse to permit or shall prevent or interfere with any entry into or upon any building or premise by the AHJ who is lawfully on the premises or interfere with any such inspection. If consent to enter onto personal or real properties which are not public buildings, or to portions of public buildings which are not open to the public, has been denied, the AHJ shall obtain a special inspection warrant under s. 66.0119, Wis. Stats.
- E. Compliance with orders. Any such order given shall forthwith be complied with by the owner and occupant of such building, structure or premises. The owner or occupant may, within 24 hours of the receipt of such order, appeal to the Fire Chief in writing for a review of such order, who shall thereafter as soon as possible file his decision. Unless such order is revoked or modified by the Fire Chief, it shall remain in full force and shall be complied with in the time fixed in said order. Appeals of orders in conflict with orders of the Department of Commerce may be made pursuant to s. Comm 14.01(7), Wis. Admin. Code.

155-17. Variances.

- ~~A. The AHJ shall have the power to modify any of the provisions of this chapter upon application in writing by the owner or occupant, or a duly sworn authorized agent, when there are practical difficulties in the way of carrying out the strict letter of this chapter, provided that the spirit of this chapter shall be observed, public safety secured, and substantial justice done.~~
- B. The AHJ thereon shall enter upon the records of the Department, and a signed copy shall be furnished to the applicant the particulars of such variances when granted.
- C. The AHJ may require tests as proof of compliance with the intent of this chapter. Such tests are to be made by an approved agency at the expense of the person requesting approval of the alternate material or method of construction.
- D. If technical expertise is unavailable within the Municipality because of new technology, process, products, facilities, materials, design, operation or use of a building or premises subject to the inspection of the Municipality, the AHJ may require the owner or the person in possession or control of the building or premises to provide, without charge to the Municipality, a technical opinion and report. The opinion and report shall be prepared by a qualified engineer, specialist, laboratory or fire safety organization, acceptable to the AHJ and the owner, and shall analyze the fire safety properties of the design, operation or use of the building or premises and the facilities and appurtenances situated thereon, and prescribed all necessary recommended changes. The Fire Department may also acquire technical assistance from a consultant and may charge a fee to the owner or occupant for the service provided.

155-18. Revocation and/or Expiration of Permits.

- A. The AHJ may revoke any permit issued in accordance with this chapter in any case where the AHJ may find that any of the conditions for the issuance have not been maintained or where there has been false statement or misrepresentation of any material fact in the application or plans on which the issuance was based.
- B. The AHJ shall promptly notify the permit holder of the request for revocation and, if so requested by the permit holder, the effective date of the revocation shall be deferred pending a hearing before the Chief of the Fire Department. The decision of the Chief for revocation, following the hearing, shall be final.
- C. All permits and conditional approvals shall automatically expire two (2) years after the date of the permit or conditional approval, whichever is later, if the system or equipment has not been completely installed and tested to the satisfaction of the AHJ.
- D. The AHJ may extend a permit and/or conditional approval as required if requested in writing by the owner or the owner's authorized representative.

155-19. Closing and Vacating Buildings.

- A. The AHJ may order the compliance with this section and all other lawful orders or laws relating to fire prevention and fire protection in existing building and structures.
- B. Where the public is exposed to immediate danger, the AHJ shall order the closing and vacating of the building at once.

155-20. Investigation of Fires/Police Powers.

- A. The Fire Department shall investigate the cause and origin, and circumstances of fires occurring within their jurisdiction to determine if the fire was caused by carelessness or design. Such investigations may begin immediately upon the occurrence of such a fire, and if it appears to the Officer making such an investigation that such fire is of suspicious origin and of a significant nature, the Fire Chief shall be notified of the facts. The AHJ shall notify the proper authorities designated by law to pursue the investigation of such matters and shall further cooperate with the authorities in the collection of evidence and in the prosecution of the case. A member of the fire investigation team shall file a written report of damage associated with every fire in a timely manner. It shall contain a statement of all facts relating to the cause and origin and circumstances of such fire and other information as may be required.
- B. The Municipal Attorney and any other Department of the Municipality, upon the request of the Fire Chief, shall assist in the investigation of any fire that, in the Chief's opinion, is of suspicious origin.
- C. Any Officer of the Fire Department may cause the arrest of any person failing to give the right-of-way to the Fire Department in responding to or investigating an incident.
- D. The Fire Chief or Officers in Command may prescribe certain limits in the vicinity of any incident within which no persons, excepting Firefighters and Police Officers and those admitted by order

of any Officer of the Fire Department, shall be permitted to enter.

- E. The Fire Chief or Officers in Command shall have the power to cause the removal of any property whenever it is deemed necessary and prudent for the preservation of such property. During the progress of any fire, they shall have the power to cause the removal of all wires or other facilities and the turning off of all electricity or other services where the same impedes work of the Fire Department during the progress of fire.
- F. It shall be lawful for any Fire Department personnel while acting under the direction of the Fire Chief or Officer in Command to enter premises adjacent to or in the vicinity of a building or other property that is on fire for the purpose of extinguishing, containing, or searching for extension of such fire or other exigent circumstances.
- G. During the progress of fire the Fire Chief or Officers in Command shall have the power to order the removal or destruction of any property necessary to prevent the further spread of fire or to ensure that the fire has not extended to other areas; providing that it is likely that, unless such property is removed, other property is in danger of being destroyed by fire.
- H. No person shall hinder, resist or obstruct any Firefighter in the discharge of his duties as provided in this section. The person so offending shall be deemed guilty of resisting Firefighters in the discharge of their duties.

155-21. Automatic Fire Sprinkler Fire Control and/or Fire Suppression System Protection.

- A. Intent. The intent of this section is to require the installation of Automatic Fire Sprinkler, Fire Control and/or Fire Suppression Systems to improve the protection of life and property within the Municipality. It will establish a minimum standard for fire safety through the standardization of the design, installation, testing and maintenance requirements for automatic fire sprinkler suppression.
- B. Code Compliance. All Automatic Fire Sprinkler Fire Control and/or Fire Suppression Systems installed, modified, altered and/or repaired, shall comply with this chapter and all of the applicable NFPA Codes and/or Standards.
- C. Code Conflicts. If any conflicts exist between this chapter and any NFPA Code and/or Standard, the most restrictive, as determined by the AHJ, shall be enforced by the AHJ.
- D. Working Plans. Working plans shall be submitted to the AHJ for review and conditional approval before any equipment is installed, modified or remodeled.
- E. Deviation from conditionally approved plans shall require permission of the AHJ.
- F. All working plans submitted for conditional approval must be signed and sealed by at least one of the following:
 - (1) An architect registered in the State of Wisconsin
 - (2) An engineer registered in the State of Wisconsin
 - (3) A person who holds a Designer of Engineering Systems permit in the State of Wisconsin
 - (4) The individual who holds a valid Automatic Fire Sprinkler Contractors License

and is responsible for the system installation.

G. Working plans shall be drawn to an indicated scale, on sheets of uniform size, with a plan of each floor, and shall show those items from the following list that pertain to the design of the system and any that NFPA 13 and/or the AHJ may require:

- (1) Name of owner
- (2) Name of occupant
- (3) Location, including street address
- (4) Point of compass
- (5) Full height cross section, or schematic diagram, including structural member information
- (6) Ceiling construction
- (7) Elevation of the sprinklers relative to the ceiling
- (8) Method of protection for nonmetallic piping
- (9) Minimum clearance required from the sprinkler deflectors to the top of storage
- (10) Location of partitions
- (11) Location of fire walls
- (12) Occupancy class of each area or room
- (13) All Storage information, limits and exact configurations shall be on the working drawings prepared by the Automatic Fire Sprinkler Contractor
- (14) Hazard Classification for each protected area
- (15) All special occupancy protection areas
- (16) All storage limits based on the sprinkler system design criteria including the following:
 - (a) The storage high limit for each different commodity class
 - (b) The storage arrangement for each different commodity class and/or special occupancy hazard arrangements including the following:
 - [1] Storage method (solid pile, shelf, rack or other)
 - [2] Minimum aisle widths for all rack storage and where required
 - [3] Minimum required clearance from overhead fire sprinkler deflectors
 - [4] Minimum required clearance from in-rack fire sprinkler deflectors
 - [5] Minimum required transverse flue space
 - [6] Minimum required longitudinal flue space
 - [7] Pile Stability
 - [8] Storage array
 - [9] Any other information the AHJ deems necessary to determine compliance with the applicable NFPA Code and/or Standard
 - (c) All special occupancy restrictions and/or limits contained in the applicable NFPA Code and/or Standard.
- (17) Location and size of concealed spaces
- (18) Location and size of combustible concealed spaces
- (19) Closets
- (20) Attics
- (21) Bathrooms
- (22) Any small enclosures in which no sprinklers are to be installed
- (23) Size of city main in street
- (24) Whether city main in street is dead end or circulating
- (25) Direction and distance to nearest circulating main
- (26) City main water flow test results

- (27) System elevation relative to test hydrant
- (28) Other sources of water supply, with pressure or elevation
- (29) Make, type, model, and nominal K-factor of sprinklers including sprinkler identification number
- (30) Temperature rating of all sprinklers
- (31) Total area protected by each system
- (32) Total area protected by each system on each floor
- (33) Number of sprinklers on each riser per floor
- (34) Total number of sprinklers on each wet system
- (35) Total number of sprinklers on each dry pipe system
- (36) Total number of sprinklers on each preaction system
- (37) Total number of sprinklers on each combined dry pipe-preaction system
- (38) Total number of sprinklers on each deluge system
- (39) Approximate capacity in gallons of each dry pipe system
- (40) Approximate capacity in gallons of each preaction system
- (41) Pipe type and inside diameter
- (42) Nominal pipe size and cutting lengths of pipe (or center-to-center dimensions)
- (43) Location and size of riser nipples
- (44) Type of fittings and joints
- (45) Location of all welds and bends
- (46) The contractor shall specify on drawing any sections to be shop welded and the type of fittings or formations to be used
- (47) Type and locations of hangers
- (48) Locations of sleeves
- (49) Locations of braces, and methods of securing sprinklers
- (50) All control valves
- (51) All check valves
- (52) All drain valves and pipes
- (53) All test connections
- (54) Make, type, model, and size of alarm valve
- (55) Make, type, model, and size of dry pipe valve
- (56) Make, type, model, and size of preaction
- (57) Make, type, model, and size of deluge valve
- (58) Type and location of alarm bells
- (59) Size and location of standpipe risers
- (60) Size and location of hose outlets
- (61) Size and location of hand hose
- (62) Size and location of monitor nozzles, and related equipment
- (63) Private fire service main sizes, lengths, locations, materials, point of connection to city main; the sizes, types and locations of valves, valve indicators, regulators, meters, and valve pits; and the depth of cover
- (64) Piping provisions for flushing
- (65) Where the equipment is to be installed as an addition to an existing system, enough of the existing system indicated on the plans to make all conditions clear to the AHJ
- (66) For hydraulically designed systems, the information on the hydraulic data nameplate including the following:
 - (a) System design requirements including hazard and/or occupancy classification
 - (b) Design area of water application in square feet or minimum number of sprinklers designed to operate at one time

- (c) Minimum rate of water application (density), gpm/square foot or minimum flow rate per sprinkler in gpm
- (d) Area per sprinkler in square feet
- (e) Total water demand requirements as calculated, including allowance for inside hose, outside hydrants, in-rack sprinklers, water curtains and exposure sprinklers in gpm
- (f) Limitations (spacing, flow, and pressure) on extended coverage or other listed special sprinklers
- (67) A graphic representation of the scale used on all plans
- (68) Name and address of installing fire sprinkler contractor
- (69) Phone number of installing fire sprinkler contractor
- (70) State of Wisconsin Automatic Fire Sprinkler Contractors License number
- (71) Hydraulic reference points shown on the plan that correspond with comparable reference points on the hydraulic calculation sheets
- (72) The minimum rate of water application (density), the design area of water application, in-rack sprinkler demand, and the water required for hose streams both inside and outside
- (73) The total quantity of water and the pressure required noted at a common reference point for each system
- (74) Who determined the design criteria
- (75) Relative elevations of sprinklers, junction points, and water supply or reference points.
- (76) If room design method is used, all unprotected wall openings throughout the floor protected
- (77) Calculation of loads for sizing and details of sway bracing
- (78) The setting for pressure-reducing valves
- (79) Information about backflow preventers (manufacturer, size, type)
- (80) Information about antifreeze solution used (type and amount)
- (81) Size and location of hydrants, showing size and number of outlets and if outlets are to be equipped with independent gate valves. Whether hose houses and equipment are to be provided, and by whom, shall be indicated
- (82) Static and residual hydrants that were used in flow tests shall be shown
- (83) Size, location, and piping arrangement of fire department connections
- (84) The working plan submittal shall include the manufacturer's installation instructions for any specially listed equipment, including descriptions, applications, and limitations for any sprinklers, devices, piping, or fittings
- (85) The maximum spacing allowed for each type of sprinkler being used based on the square footage used to determine the minimum flow rate for the hydraulic calculations.
- (86) The size, make, type and model of the backflow device
- (87) Any other information the AHJ deems necessary to be on the working plans
- (88) The working plan(s) for all specific occupancies shall include the following:
 - (a) The specific hazard the system is intended to protect
 - (b) The specific NFPA Standard and/or Code the system design criterion is contained in
 - (c) The specific NFPA Standard and/or Code Section the system design criteria is contained in
 - (d) The maximum storage height of the commodity being protected
 - (e) The method of storage rack, solid pile, shelf or other
 - (f) The maximum ceiling height in the building and/or structure

- (g) All aisles in the storage area
- (h) All required flue spaces, transverse, longitudinal, and/or between piles.
- (i) Any minimum clearance requirements between commodities
- (j) Any minimum clearance requirements between incompatible commodities and/or materials
- (k) The required minimum clearance between the sprinkler deflectors and the top of storage
- (l) All Storage information, limits and exact configurations shall be on the working drawings prepared by the Automatic Fire Sprinkler Contractor
- (89) Water Supply Capacity Information. The following information shall be included:
 - (a) Location and elevation of static and residual test gauge with relation to the riser reference point
 - (b) Flow location
 - (c) Static pressure, psi (bar)
 - (d) Residual pressure, psi (bar)
 - (e) Flow, gpm (L/min)
 - (f) Date
 - (g) Time
 - (h) Test conducted by or information supplied by
 - (i) Other sources of water supply, with pressure or elevation

H. **INSTALLATION REQUIRED.** Automatic Fire Sprinkler Systems shall be installed in all structures where the floor area exceeds the thresholds established in Table 155-21H of the specific occupancy type and construction type involved. For the purpose of determining square footage as it relates to the required installation of fire sprinklers in a building, firewalls shall not be considered area dividers unless the firewall is rated at four hours without penetrations and extends a minimum of three feet above the roof.

Table 155-21H

OCCUPANCY TYPE	TYPE I	TYPE II	TYPE III	TYPE IV	TYPE V
A-1	5000 SF	5000 SF	3000 SF	3000 SF	ALL
A-2	3000 SF	3000 SF	ALL	ALL	ALL
A-3	3000 SF				
A-4	3000 SF	3000 SF	1000 SF	1000 SF	1000 SF
A-5	N/A	N/A	N/A	N/A	N/A
B	5000 SF	5000 SF	3000 SF	3000 SF	3000 SF
E*	ALL	ALL	ALL	ALL	ALL
F-1	5000 SF	5000 SF	3000 SF	3000 SF	3000 SF
F-2	5000 SF	5000 SF	3000 SF	3000 SF	3000 SF
H-1	1000 SF				
H-2	1000 SF				
H-3	1000 SF				
H-4	1000 SF				
H-5	1000 SF				
I-1	5000 SF	5000 SF	3000 SF	3000 SF	3000 SF
I-2	ALL	ALL	ALL	ALL	ALL
I-3	ALL	ALL	ALL	ALL	ALL

I-4	ALL	ALL	ALL	ALL	ALL
M	5000-SF	5000-SF	3000-SF	3000-SF	3000-SF
R-1	6000-SF	6000-SF	6000-SF	6000-SF	6000-SF
R-2	Multi-Family Statute applies				
R-3	State Statutes apply				
R-4	ALL	ALL	ALL	ALL	ALL
S-1	3000-SF	3000-SF	3000-SF	3000-SF	3000-SF
S-2	5000-SF	5000-SF	3000-SF	3000-SF	3000-SF
U	5000 SF	5000 SF	3000 SF	3000 SF	3000 SF

*excludes single family home day cares

- I. Additional Automatic Fire Sprinkler System Installations Required. An Automatic sprinkler system shall be installed in all:
- (1) Parking structures above and below ground with ceilings.
 - (2) CBRFs (Community Based Residential Facilities)
 - (3) Adult Family Homes
 - (4) Throughout all Dormitories, fraternities and sorority houses
 - (5) Throughout every building, new or existing, which by reason of its construction or combustible occupancy involves a life hazard to its occupants or in the judgment of the AHJ constitutes a fire menace.
 - (6) Throughout all Mini warehouses and unattached multifamily parking garages that exceed any of the following:
 - (a) Three thousand square feet or more in area on any floor
 - (b) Two stories in height
 - (c) Any portion of the structure is below grade level
- J. Basements and garages are to be designed to protect as a minimum of for Ordinary Hazard occupancy.
- K. When an automatic fire sprinkler system is required to be installed by this chapter but not the Wisconsin Department of Commerce, in a structure that is not currently serviced by a municipal water source, the following must be complied with:
- (1) Any required fire sprinkler system shall be installed in complete compliance with the appropriate NFPA Code(s) and/or Standard(s).
 - (2) Exception: An automatic water supply for any fire sprinkler system(s) required to be installed by this chapter but not required by the Wisconsin Department of Commerce Code, the automatic water supply shall comply with the following:
 - (a) The automatic water supply for the automatic fire sprinkler system(s) shall be conditionally approved by the AHJ.
 - (b) The fire sprinkler system(s) shall be installed and connected to a conditionally approved automatic water supply.
 - (c) ~~The minimum capacity of the conditionally approved automatic water supply shall be sufficient to supply the hydraulically most demanding area~~

~~of the sprinkler system(s) for a minimum of fifteen (15) minutes.~~

- (d) The required automatic water supply must be capable of delivering the required quantity of water at the required pressure as determined by hydraulically calculating the system demand in accordance with NFPA 13 for the most hydraulically demanding area.
 - (e) ~~The required automatic water supply could utilize a well, pressurized tank or a storage tank and fire pump.~~
 - (f) A letter from a licensed fire protection engineer or a State of Wisconsin Permitted Fire Protection Designer attesting the ability of the system to comply with the above requirement shall be required prior to occupancy.
- (3) Within ninety (90) days after a municipal water system becomes available, the sprinkler system shall be connected to the municipal water supply.
- (4) For the purpose of this chapter, an available municipal water supply shall mean any of the following:
- (a) A municipal water main located at or near the streets adjacent to the property the structure that is required to be sprinklered is located on.
 - (b) A municipal water main located in a utility easement on or near the property the structure that is required to be sprinklered is located on.
 - (c) A municipal water main located under, at or near the streets within 1500 lineal feet of any part of the property the structure that is required to be sprinklered is located on.
 - (d) A municipal water main located in a utility easement within 1500 lineal feet of any part of the property the structure that is required to be sprinklered is located on.

L. All Automatic Fire Sprinkler, Fire Control And/or Fire Suppression Systems Shall Comply with the Following:

- (1) Be designed in accordance with the appropriate NFPA Standards and/or Codes.
- (2) Be designed after a complete and correct Owner's Certificate, using a form acceptable to the AHJ, has been obtained from the building owner.
- (3) Be designed to protect the highest hazard present at any time in the protected area.
- (4) Be monitored by a U. L. Listed Central Station for fire service that is acceptable to the AHJ.
- (5) Have sprinkler control rooms located with adequate access for Fire Department, sprinkler maintenance and Inspection personnel and shall not be located within private dwellings with the exception of NFPA 13D systems.
- (6) Have direct access from the exterior to the sprinkler control valve acceptable to the AHJ.
- (7) Have a bell (minimum ten inch) and Strobe installed, located above the FDC.
- (8) The FDC must be located at least forty (40) feet from all gas meters, electrical

- meters and transformers.
- (9) The FDC must be installed in a location acceptable to the AHJ, and must be within 150 feet of a fire hydrant.
 - (10) Be designed for the hazard being protected or as specifically specified in this chapter and/or as acceptable to the AHJ.
 - (11) All automatic fire sprinkler systems hydraulic designs are to be based on a maximum of ninety (90) percent of the available water supply (a minimum of a 10% safety margin shall be maintained).
 - (12) All sprinkler systems designed shall be based on the most current water flow test conducted in accordance with NFPA 291 that is acceptable to the AHJ.
 - (12) The AHJ must witness all water flow tests.
 - (13) Have all working drawings with all required hydraulic calculations prepared by the installing contractor and submitted to the AHJ for review and Conditional Approval.
 - (14) Include a complete and correct Owner's Certificate with the approval submittal.
 - (15) The Owner's Certificate must contain all information required by the AHJ.
 - (16) All Storage information, limits and exact configurations shall be on the working drawings prepared by the Automatic Fire Sprinkler Contractor.
 - (17) Be Conditionally Approved prior to any portion of the system being installed.

M. MAINTENANCE OF EQUIPMENT.

- (1) Sprinkler systems which have been installed in compliance with permit or order, or because of any law or code, or have been installed for any other reason, shall be maintained in operative condition at all times. No owner or occupant shall reduce the effectiveness of the protection so required; except this provision shall not prohibit the owner or occupant from temporarily reducing or disconnecting the protection system when making necessary repairs, alterations or additions when a permit has been issued or permission has been granted by the AHJ.
- (2) The AHJ shall be notified before repairs, alterations or additions are started and shall be notified again when the system has been restored to service.
- (3) The AHJ shall determine if a permit and/or a submittal and review are required for any modifications and/or additions to any system.
- (4) The AHJ shall issue a permit and a conditional approval prior to any modifications and/or additions to any system.
- (5) Inspections and maintenance of all systems shall be performed by an approved agent, pursuant to the NFPA procedures and requirements listed in ss. 155-12, 155-13 and 155-14 of this chapter. The property owner/occupant and sprinkler inspector shall immediately notify the Fire Department of any deficiencies found.
- (6) A service contract is required for annual service of the sprinkler system according to NFPA 25. This will be required prior to obtaining an occupancy permit on all newly constructed and existing buildings.
- (7) A service contract is required for the monitoring of systems where monitoring is required.

- (8) The latest annual test report must be posted at the riser or a location acceptable to the AHJ.

N. Application to Existing Buildings.

- (1) Adult Family Homes and CBRFs regardless of number of occupants or class must be retrofitted with fire sprinkler protection acceptable to the AHJ.
- (2) Where the AHJ finds that an existing building, because of current occupancy or a change in occupancy constitutes a hazard to its occupants or adjoining property, the AHJ may order compliance with the provisions of this section. A hazard shall be determined by the existence of one or more of the following conditions:
 - (a) Any building which by reason of its construction or highly combustible occupancy involves a hazard to its occupants or, in the judgment of the AHJ, constitutes a fire menace, e.g., paint shop and other occupancies involving processing, mixing, storing, and dispensing of volatile liquids or solids.
 - (b) Non-fire-resistive characteristics of a structure.
 - (c) Accumulation of flammable or combustible materials.
 - (d) Lack of accessibility to the premises for fire-fighting equipment.
 - (e) Substantial number of fire calls or complaints on the premises.
 - (f) Traffic patterns for pedestrian ingress and egress which require protection under this section.
 - (g) Insufficient ventilation system.
 - (h) Lack of an internal communication system, or due to the size or type of building making regular fire department radio communication inoperable, the building owner is required to install a repeater system or something comparable to assist radio communications.
 - (i) Number, characteristics and movement of employees which require protection under this section.
- (3) Installation of an automatic sprinkler system must be started within one year from the service of such orders and shall be completed within 180 days after construction has started.

- O. Exemptions. At any location where the installation of sprinklers may cause or increase an occupational hazard as determined by any governmental authority having jurisdiction over such location or occupation, the AHJ may waive any requirement to install an automatic fire sprinkler system or any portion thereof.

P. Remote Fire Department Connections.

- (1) The AHJ is authorized to require a remote Fire Department Connection (FDC) to be installed for any system and facility that the AHJ deems it necessary.
- (2) All remote FDC's must be installed in a location that is acceptable to the AHJ.
- (3) All remote FDC's must be installed in a manner that is acceptable to the AHJ.
- (4) All remote FDC's including all piping must be tested hydrostatically and flushed in a manner that is acceptable to the AHJ.

Q. Inspections and Acceptance Testing.

- (1) The AHJ or the AHJ's authorized representative shall conduct rough and final inspections of all systems.
- (2) The AHJ or the AHJ's authorized representative shall witness all acceptance testing of all systems and portions thereof.

155-22. Standpipes.

- A. Intent. The intent of this section is to require Fire Department Standpipe systems to be installed in structures to help firefighters effectively extinguish a fire and help reduce property damage and losses.
- B. Where Required. Fire Department Standpipe systems shall be installed in the following structures:
 - (1) Any structure required by the State of Wisconsin Statutes or Administrative Codes.
 - (2) In all new structures over two stories in height.
 - (3) In any structure that exceeds 10,000 square feet in floor area.
 - (4) In any structure that the AHJ deems standpipes are necessary for fire fighting purposes.
 - (5) Temporary standpipes must be installed in an approved location for all of the following structures:
 - (a) All combustible structures exceeding two stories in height.
 - (b) All noncombustible structures exceeding three stories in height.
- C. Installation Requirements. Fire Department Standpipes shall be designed and installed in accordance with this section. Where any requirement in this section is more restrictive than any NFPA Standard and/or Code and/or State Code, the requirements in this section must be complied with.
 - (1) The installation of standpipes shall be in accordance with this Section and NFPA 14.
 - (2) The class and location of standpipes and Fire Department connections shall be acceptable to the AHJ.
 - (3) All standpipe system's hydraulic designs are to be based on a maximum of ninety (90) percent of the available water supply (a minimum of a 10% safety margin shall be maintained).
 - ~~(4) Class I standpipes are required in all structures that exceed 10,000 Square Feet in area on a single floor or level. It is intended that these standpipes will replace any small hose protection required by any adopted NFPA standard and/or code. These required standpipes shall have 2 ½" hose valves located in the following locations:~~
 - ~~(a) Within 3'-0" of all exterior doors~~
 - ~~(b) At interior locations as required to comply with s. 155-22C(5) below.~~
 - ~~(c) Any other location the AHJ determines necessary for fire fighting proposes.~~
 - (5) All 2 ½" hose valves must have a 2 ½" X 1 ½" reducer, cap and chain attached.
 - (6) The location of standpipe hose connections shall be accessible and shall be located so that all portions of the building are within one hundred (100) feet of hose attached to a hose valve. This distance must be measured using the

- normal aisles or the path a hose would be laid as determined by the AHJ.
- (7) The locations of all hose valves shall be acceptable to the AHJ.
 - (8) The AHJ may require additional standpipes and/or hose valve to be installed.
 - (9) ~~All structures over three stories shall have Class I standpipes installed in accordance with NFPA 14.~~
 - (10) When required by the AHJ, an approved standpipe shall be installed as construction progresses to make them available for Fire Department use in the top most floors constructed. Temporary standpipes shall be provided in place of permanent standpipes when required, during the period of construction on buildings required by this chapter.
 - (11) The location of all Fire Department Connections for standpipes shall be approved by the AHJ.
 - (12) The Fire Department Connections shall be located at least forty (40) feet from all electrical transformers, gas meters, or propane storage.
 - (13) Temporary standpipes are required on buildings over two stories in height.
 - ~~(14) All standpipes are to be automatic standpipes unless a manual or dry standpipe is allowed by the AHJ.~~
 - ~~(15) The AHJ shall determine if manual standpipes and/or if a dry standpipe will be allowed.~~
 - (16) All manual wet and all automatic standpipes must have waterflow switches and alarm test connections.
- D. Approval Requirements. Complete Plans and calculations for all standpipes must be submitted to the Fire Department and Conditionally Approved prior to installation of any standpipe.
- E. Permit Requirement. The Fire Department must issue a permit to install all standpipes prior to installation.
- F. Remote Fire Department Connections.
- (1) The AHJ is authorized to require a remote Fire Department Connection (FDC) to be installed for any system and facility that the AHJ deems it necessary.
 - (2) All remote FDC's must be installed in a location that is acceptable to the AHJ.
 - (3) All remote FDC's must be installed in a manner that is acceptable to the AHJ.
 - (4) All remote FDC's including all piping must be tested hydrostatically and flushed in a manner that is acceptable to the AHJ.
- G. Inspections and Acceptance Testing.
- (1) The AHJ or the AHJ's authorized representative shall conduct rough and final inspections of all systems.
 - (2) The AHJ or the AHJ's authorized representative shall witness all acceptance testing of all systems and portions thereof.

155-23. Fire Alarm Systems.

- A. Intent. The intent of this section is to provide a means for automatic detection of fire conditions and/or to provide warning notification throughout all buildings and occupancies built herein after, structurally altered, and/or added to. Fire alarm systems are intended to provide additional life safety and help reduce property loss through early

detection of fires, providing warning to occupants and automatically notify the Fire Department of fire.

- B. Installation Required. A Fire Alarm System shall be installed in all structures where the floor area exceeds the thresholds established in Table 155-23B of the specific occupancy type and construction type involved.

Table 155-23B

OCCUPANCY TYPE	TYPE I	TYPE II	TYPE III	TYPE IV	TYPE V
A-1	5000-SF	5000-SF	3000-SF	3000-SF	ALL
A-2	3000-SF	3000-SF	ALL	ALL	ALL
A-3	3000-SF	3000-SF	3000-SF	3000-SF	3000-SF
A-4	3000-SF	3000-SF	1000-SF	1000-SF	1000-SF
A-5	N/A	N/A	N/A	N/A	N/A
B	5000-SF	5000-SF	3000-SF	3000-SF	3000-SF
E*	ALL	ALL	ALL	ALL	ALL
F-1	5000-SF	5000-SF	3000-SF	3000-SF	3000-SF
F-2	5000-SF	5000-SF	3000-SF	3000-SF	3000-SF
H-1	1000-SF	1000-SF	1000-SF	1000-SF	1000-SF
H-2	1000-SF	1000-SF	1000-SF	1000-SF	1000-SF
H-3	1000-SF	1000-SF	1000-SF	1000-SF	1000-SF
H-4	1000-SF	1000-SF	1000-SF	1000-SF	1000-SF
H-5	1000-SF	1000-SF	1000-SF	1000-SF	1000-SF
I-1	5000-SF	5000-SF	3000-SF	3000-SF	3000-SF
I-2	ALL	ALL	ALL	ALL	ALL
I-3	ALL	ALL	ALL	ALL	ALL
I-4	ALL	ALL	ALL	ALL	ALL
M	5000-SF	5000-SF	3000-SF	3000-SF	3000-SF
R-1	6000-SF	6000-SF	6000-SF	6000-SF	6000-SF
R-2	Multi-Family Statute applies.				
R-3	State Statutes apply				
R-4	ALL	ALL	ALL	ALL	ALL
S-1	3000-SF	3000-SF	3000-SF	3000-SF	3000-SF
S-2	5000-SF	5000-SF	3000-SF	3000-SF	3000-SF
U	5000-SF	5000-SF	3000-SF	3000-SF	3000-SF

*excludes single family home daycares, State Statutes apply

- C. Code Compliance. All Fire Alarm Systems installed, modified, altered and/or repaired shall comply with this chapter and all of the applicable NFPA Codes and/or Standards.
- D. Code Conflicts. If any conflicts exist between this chapter and any NFPA Code and/or Standard, the most restrictive, as determined by the AHJ, shall be enforced by the AHJ.
- E. Minimum System Requirements. The following minimum system requirements shall be met when any occupancy type exceeds the limits in 155-23B. Minimum system requirements shall include:
 - (1) Audible Notification Appliances shall be installed throughout protected premises.
 - (2) Visible Notification Appliances shall be installed throughout protected premises, except for the following:
 - (a) Closets and/or other similar small storage rooms that do not exceed 50

- square feet in floor area and are not normally occupied.
- (b) Normally unoccupied crawl spaces.
- (c) Normally unoccupied attic spaces.
- (d) Any non-accessible area.
- (e) Any area the AHJ deems Visible Notification Appliances are not required.

~~(3) Appliances that automatically detect fire and/or products of combustion shall be installed throughout protected premises. The type of appliance used in each specific application and/or area must be appropriate for the applicable conditions and acceptable to the AHJ. The determination of the acceptability of any type of detector (products of combustion, flame, heat, etc.) shall be based upon occupancy and /or building use, except for the following:—~~

- ~~(a) Closets and/or other similar small storage rooms that do not exceed fifty (50) square feet in floor area and are not normally occupied.~~
- ~~(b) Normally unoccupied crawl spaces.~~
- ~~(c) Normally unoccupied attic spaces.~~
- ~~(d) Any non-accessible area.~~
- ~~(e) Appliances that automatically detect fire and/or products of combustion are not required in buildings that have complete automatic fire sprinkler systems installed in accordance with NFPA 13, unless required by the AHJ.~~
- ~~(f) Any area the AHJ deems appliances that automatically detect fire and/or products of combustion are not required.~~

- (4) Manual Initiating Devices (pull stations) shall be located at all points of egress including all exit doors on every floor and/or building level.
- (5) Water flow detection devices shall be connected to the Fire Alarm System to specifically activate the notification appliances upon water flow.
- (6) Fire suppression system activation alarms shall be connected to the protected premises fire alarm system to specifically activate the notification appliances upon system activation. This includes but is not limited to Wet Chemical, CO2, Clean Agent, Water Mist and Dry Chemical Systems.
- (7) Fire control and/or suppression systems supervisory condition indicators shall be connected to and monitored by the Fire Alarm System. This specifically includes but is not limited to: Valve Supervisory Switches (Tamper Switches), High Air Switches, Low Air Switches, High Water Level Switches, Low Water Switches, Low Temperature Switches, Low Water Temperature Switches, Fire Pump Condition Indicators and/or any other situation or condition deem necessary by the AHJ.
- (8) Fire Alarm Systems shall be addressable and capable of indicating the status of all specific components connected to the system.
- (9) All Fire Alarm Systems shall be monitored by a service acceptable to the AHJ.
- (10) Fire alarm annunciators shall be installed in all protected premises. The number and locations of the fire alarm annunciators installed shall be acceptable to the AHJ.
- (11) As determined by the AHJ, any additional notification and/or initiation appliances/devices may be required due to size, occupancy hazards, building construction, and/or occupancy use.
- (12) The Wiring Class and Style must be acceptable to the AHJ.
- (13) The Wiring Class and Style required will vary depending on the type of construction, occupancy, building height and/or building size.

- F. Submittals for Fire Alarm Systems. Submittals for fire alarm systems are intended to provide basic information consistent with the objective of installing a fully operational, code compliant fire alarm system and to provide the basis for the record drawings required by NFPA 72. Conditional Approval of a fire alarm system submittal and/or any portion thereof is not intended to imply waiver or modification of any requirements of any Code or any other applicable criteria. See also s. 155-3 I.
- G. Three sets of each fire alarm submittal shall be submitted for Conditional Approval. The Municipality may retain two copies of each submittal and one copy will be returned to the installing contractor.
- H. Fire Alarm submittals shall include all information required by the AHJ and include to an extent commensurate with the extent of the work being performed, and the following:
- (1) Shop drawings/plans
 - (2) Riser diagrams (except for systems in single-story buildings)
 - (3) Control panel wiring diagrams
 - (4) Point-to-point wiring diagrams
 - (5) Typical wiring diagrams
 - (6) Specifications
 - (7) Battery calculations
 - (8) Voltage drop calculations acceptable to the AHJ
 - (9) Complete current Manufacturer's equipment data sheets including all installation and operation manuals for all equipment that will be used for the system
- I. All shop drawings/plans shall be drawn on sheets of uniform size to a recognized scale and shall include the following information:
- (1) Name of owner and occupant
 - (2) Location, including street address
 - (3) Device legend
 - (4) Date
 - (5) Name of the person that designed the fire alarm system
 - (6) Name, address, phone number and facsimile number of the company that designed the fire alarm system
 - (7) Name address, phone number and facsimile number of the company that is going to install the fire alarm system
 - (8) Name address and phone number of the fire alarm system monitoring company
 - (9) Name of the control panel manufacturer
 - (10) Model number of the control panel
 - (11) Control panel wiring diagrams
 - (12) Point-to-point wiring diagrams
 - (13) Typical wiring diagrams
 - (14) Floor identification
 - (15) Point of compass
 - (16) Graphic scale
 - (17) All walls and doors
 - (18) All partitions extending to within 18 in. of the finished ceiling
 - (19) Room descriptions
 - (20) Fire alarm device/component locations
 - (21) Locations of fire alarm primary power connection(s)

- (22) Locations of monitor/control interfaces to other systems
 - (23) Riser locations
 - (24) The location of the electrical panel that has the control panel circuit breaker
 - (25) All ceiling heights
 - (26) Type of wiring to be used
 - (27) Wire gauge to be used
 - (28) Wiring class and Style
- J. Fire alarm system riser diagrams shall include the following information:
- (1) General arrangement of the system, in building cross-section.
 - (2) Number of risers.
 - (3) Type and number of circuits in each riser.
 - (4) Type and number of fire alarm system components/devices on each circuit, on each floor or level.
 - (5) Control panel wiring diagram
 - (6) Power supply wiring diagram
 - (7) Battery charger wiring diagram
 - (8) Annunciator(s) wiring diagram
- K. Wiring diagrams shall be provided and shall include the following information:
- (1) Identification of the control equipment depicted
 - (2) Location(s) of control panels
 - (3) All field wiring terminals
 - (4) Terminal identifications
 - (5) All circuits connected to field wiring terminals
 - (6) Circuit identifications
 - (7) All indicators
 - (8) Manual controls
 - (9) Full text of all labels
 - (10) Field connections to supervising station signaling equipment
 - (11) Releasing equipment
 - (12) Fire safety control interfaces
- L. Typical wiring diagrams shall be provided for all of the following:
- (1) Initiating devices
 - (2) Notification appliances
 - (3) Remote alarm light emitting diodes (LEDs)
 - (4) Remote test stations
 - (5) End-of-line and power supervisory devices
- M. Inspections, Testing and Record Keeping.
- (1) The Fire department and/or their representative(s) may inspect all Fire Alarm *System* installations. All equipment must be inspected prior to any equipment being concealed.
 - (2) All inspections must be scheduled with the Fire Department **at least seventy-two (72) hours in advance and prior to any fire alarm system component being concealed.**
 - (3) The AHJ may witness all acceptance tests.

- (4) Witnessing of all tests must be scheduled with the Fire Department **at least seventy-two (72) hours in advance of any testing.**
 - (5) Two copies of a completed Preliminary Fire Alarm System Record of Completion required by NFPA 72 must be provided to the AHJ prior to final acceptance.
 - (6) Permanent records must be provided in accordance with NFPA 72. This includes the completed Fire Alarm System Record of Completion form.
- N. Special Requirements. On all buildings over four stories in height a Fire Command Center for the Fire Department operations shall be provided. The Fire Command center shall comply with NFPA 72 and shall contain the features required in the International Fire Code and NFPA 1 and NFPA 101. Two-way telephone communication service shall be provided for the Fire Department use. This system shall be in accordance with NFPA 72. The communications system shall operate between the central control station and every elevator car, every elevator lobby, and each floor level of exit stairs.
- O. Testing. When a fire alarm system and/or connected component is installed or altered, a fire alarm system performance test shall be conducted. Once the appropriate plans, permits, and installation work has been completed, the installing contractor shall contact the AHJ to set up the witnessing of a performance test to ensure all appliances are installed and functioning properly. Prior to requesting the AHJ witness a performance test the responsible parties must provide the AHJ with a completed copy of the Record of Completion required by NFPA 72.
- P. Maintenance. All devices shall be installed, maintained, and tested in accordance with NFPA 72 standards. If at any point a fire alarm fails to pass the annual test set forth in NFPA 72, the building owner and Fire Alarm System tester/inspector shall notify the AHJ of the test results. It shall be the AHJ's determination if that failed system is to be repaired or upgraded to comply with this chapter.
- Q. Fire Alarm Control Panels. Fire alarm control panels shall display the status of the system components and be installed in a location acceptable to the AHJ. Adequate access for Fire Department, alarm maintenance, and inspection personnel shall be maintained. Fire alarm control panels shall not be located within private dwellings with the exception of one and two family dwellings.

155–24. Automatic Fire Protection for Cooking Areas.

- A. Intent. The intent of this section is to require automatic fire extinguishing systems in vent hoods and duct systems in all cooking areas to effectively extinguish fire at its source and reduce property damage and losses.
- B. Where Required. Automatic fire extinguishing systems shall be installed in any cooking area required by the State of Wisconsin Codes and any area the AHJ has determined a potential fire risk exists.
- C. Installation Requirements.
 - (1) All fire extinguishing systems must be submitted to the AHJ for Conditional Approval.
 - (2) All fire extinguishing system submittals must include a dimensional drawing

including the following information:

- (a) The owner's name
 - (b) The owner's address
 - (c) The owner's phone number
 - (d) The exhaust hood(s) and duct(s)
 - (e) The area of the protected surface
 - (f) The name of the installing contractor
 - (g) The address of the installing contractor
 - (h) The phone number of the installing contractor
 - (i) The fire extinguishing system equipment manufacturer's name
 - (j) The fire extinguishing system equipment manufacturer's address
 - (k) The fire extinguishing system equipment manufacturer's phone number
 - (l) The fire extinguishing system equipment manufacturer's model designations
 - (m) The name of the extinguishing agent being used
 - (n) The size and number of tanks to be installed
 - (o) All piping system with lengths and sizes
 - (p) All nozzles with the fire extinguishing system equipment manufacturer's model designations
 - (q) The distance of nozzles above the cooking surface
 - (r) The location and type of detection devices
 - (s) All cooking equipment that is to be protected
 - (t) The location of any gas shut off valves
 - (u) The location of manual pull stations
 - (v) Copies of the fire extinguishing system equipment manufacturer's data sheets for all equipment that will be install including model designations shall be included with the required submittal
- (3) The system shall be provided with automatic fuel shut-off.
 - (4) A Class K fire extinguisher shall be installed per NFPA 10.
 - (5) Alarms shall be connected to the fire alarm system per NFPA 72.
 - (6) Cooking equipment used in processes producing smoke, or grease-laden vapors shall be equipped with an exhaust system that complies with all the equipment and performance requirements of NFPA 1 and NFPA 96, and all such equipment and performance shall be maintained per NFPA 96 during all periods of operation of the cooking equipment.

D. Inspections and Acceptance Testing.

- (1) The AHJ or the AHJ's authorized representative shall conduct rough and final inspections of all systems.
- (2) The AHJ or the AHJ's authorized representative shall witness all acceptance testing of all systems and portions thereof.

ARTICLE II CONSTRUCTION REGULATIONS

155-25. Placement of Addresses; Door, Floor and Stairway Identification.

- A. Placement of Addresses. Addresses as assigned pursuant to section 274-10 shall be placed on all structures or property supporting the same as follows:

- (1) Posting During and After Construction.
 - (a) During Construction. The address of a building under construction shall be prominently posted on the property along with the building permit posted pursuant to section 115-10.
 - (b) The address of a completed building shall be permanently affixed to the building as provided in this section.
 - (c) The address tiles shall be continuously maintained to be clearly readable, and in the event that replacement is required, the owner may obtain duplicate address tiles from the Building Inspector.
- (2) Description of numbers and letters.
 - (a) Numbers and letters shall be of contrasting colors (e.g. Black and white) and readable from the road or highway. Arabic numbers shall be used; script and roman numerals cannot be used alone, but may be used as an addition to the requirements of this section.
 - (b) Numbers and letters shall be visible from the roadway at all times of the year.
- (3) Multifamily requirements. All multifamily buildings shall have street numbers placed on the exterior of the principal building that faces the street, service drive or parking lot and located adjacent to the individual unit entrances to the buildings.
- (4) Commercial and Industrial requirements.
 - (a) All suite numbers that identify each individual unit shall be placed on the primary entrance to each business or occupancy.
 - (b) All commercial or industrial structures that have a rear service door shall identify the occupant and the street address conspicuously on said rear door in contrasting and reflective letters and/or numbers not less than six (6) inches in height, and shall continually maintain the same.

B. Door, Floor and Stairway Identification. Any occupancy having more than five exterior means of egress and/or more than two floors in height shall number the individual egress areas according to this section:

- (1) An identifying number shall be placed on the interior and exterior of each means of egress doorway not less than six inches high in contrasting color and light reflective. The main entrance or means of egress shall be numbered one with each additional means of egress, progressing clockwise around the exterior of the structure to reflect its relationship to the main entrance. All means of egress leading into the structure shall be numbered, not just the required exit egresses.
- (2) Each interior door providing access to an enclosed stairway that is considered part of an accessible means of egress shall be identified with numbers and letters not less than three and one half inches high in the following manner:
 - (a) Have a sign indicating floor level posted on both sides of the egress door in a location acceptable to the AHJ.
 - (b) Have a sign indicating the exterior exit door egress assigned in compliance with section 155-25B(2)(a) located on both sides of the egress door in a location acceptable to the AHJ.

155-26. Elevator Cars.

All required passenger and freight elevators in all buildings and structures hereinafter constructed, except one and two family residential occupancies, shall:

- A. Provide at least one elevator to all floors of such a size and arrangement to accommodate a twenty-four (24) inch by eighty-five (85) inch ambulance stretcher in the horizontal, open position.
- B. The elevator arranged to accommodate an ambulance stretcher shall be identified by the Star of Life. This symbol shall not be less than three inches in height and shall be placed on both sides of the hoist way door frame.

155-27. Fire Department Access Roads and Fire Lanes.

- A. Unobstructed fire lanes that are accessible from a public road shall be provided for every building or portion of a building in accordance with this chapter and ch. Comm. 62, Wis. Admin. Code.
- B. Fire lanes shall have an unobstructed width of twenty-four (24) feet with the road edge closest to the building at least 10 feet from the building.
- C. It shall be unlawful for any persons to park motor vehicles on, or otherwise obstruct any fire lane.
- D. Where any part of a multi-family building is two (2) or more stores in height, the minimum unobstructed width of the fire lane parallel to one side of the building shall be twenty-six feet.
- E. Designated fire access roads and fire lanes must be submitted and conditionally approved prior to issuance of building permits.
- F. The Fire Chief or Fire Inspector shall establish fire lanes at any shopping center, school or business which presents a potentially hazardous situation because of restricted access for fire department vehicles or by parked vehicles.
- G. Fire lanes shall provide access to at least two sides of all buildings up to 200 feet in length.
- H. For buildings over 200 feet long, fire lanes shall be provided for access to all four sides of the building or group of buildings.
- I. Fire lanes shall be at least 30 feet in width with the road edge closest to the building located within 30 feet of the building. Unless a different distance is required by the Fire Department.
- J. Any dead-end fire lane more than 150 feet long shall be provided with a turnaround area of at least 90 feet in diameter.
- K. All fire lanes shall be marked with freestanding signs, marked curbs, sidewalks and

traffic surfaces with the words "Fire Lane No Parking" painted in contrasting colors at a size and spacing acceptable to the Fire Department.

L. Fire Access Roads, and Fire Lane Violations.

- (1) In any area designated as a fire lane, parking shall be prohibited and shall result in the issuance of citations pursuant to the Code of the City of Burlington.
- (2) Any vehicle parked in a fire lane for more than 24 hours shall be towed at the owner's expense.
- (3) Any commercially licensed vehicle actively engaged in delivery or pickup shall be excluded from this subsection.
- (4) All fire access roads and fire lanes must be maintained by the owner or occupants at all times.
- (5) All fire access roads and fire lanes must have snow removed by the owner or occupants at all times.

155-28. Fire Hydrants.

A. Intent. The intent of this section is to insure adequate water supply for fire fighting purposes to structures, buildings, and normal premises.

B. Where Hydrants Required.

- (1) Buildings and/or Structures. Any building or structure except single and two family dwellings, hereafter erected, shall provide at the owner's expense, approved water hydrants. Hydrants shall be located so that no part of the building is more than three hundred (300) feet from an approved hydrant by Normal Access Routes. One hydrant shall be located within fifty (50) feet of all required Fire Department Connections, and this hydrant shall not be counted as a required hydrant fulfilling the three hundred (300) foot coverage rule. Required hydrants must be free standing and shall be installed not less than forty (40) feet from the building exterior wall and may not be closer than fifty (50) feet to another hydrant. Public hydrants across divided roads/highways shall not be used to fulfill the hydrant requirements for the building or premises. The AHJ will approve the actual location of all private hydrants. Two copies of the building plans including site plans shall be provided to the Building Inspector for Fire Department use, in addition to any copies or building plans required by the Building Inspector.
- (2) Mobile Home Parks. Any new mobile home or trailer park or any mobile home or trailer park which expands by adding additional trailer or area to the present court site shall provide an approved water hydrant when any trailer or building located in such park is more than three hundred (300) feet from an approved hydrant. Water hydrants shall be provided so that no trailer or building is more than three hundred (300) feet from an approved hydrant by Normal Access Routes.

C. Approved Water Hydrant. An approved water hydrant shall mean a water hydrant with two, two and one-half and one, four and one-half inch Fire Department Connections with National Standard Threads and an operating nut size approved by the AHJ. The connecting water line between the municipal water main and the approved water hydrant

shall not be less than six (6) inches in size when the pipe length between the hydrant and the municipal water main is one hundred-fifty (150) feet or less. If the pipe length between the hydrant and municipal water main is greater than one hundred-fifty (150) feet, the water main to the hydrant shall not be less than eight (8) inches in size. All water hydrants must be installed in accordance with the requirements of the municipal Water Utility and NFPA 24 and conditionally approved by the AHJ and the municipal Water Utility. All water hydrants shall be installed and maintained in such a manner and location so as to be accessible at all times to the Fire Department apparatus. All hydrants shall be installed, tested, in service, and accessible to the Fire Department prior to any above ground construction or combustibles are brought onto the site. If a water main supplies both a required water hydrant and a fire sprinkler system or standpipe system, the minimum size pipe between the hydrant and the municipal water main shall not be less than eight (8) inches in size.

- D. Inspection, Testing, Maintenance and Repair. Private fire service mains and water tanks shall be periodically inspected, tested and maintained in accordance with the requirements contained in NFPA 25 and with the following requirements and at the following intervals:
 - (1) Private fire hydrants shall be inspected, flow tested and maintained annually and after each operation.
 - (2) The property owner shall immediately advise the Fire Department and the Water Utility as to hydrants that have been damaged, inoperable, or have been found deficient in required fire flow.
 - (3) All inoperable hydrants shall be repaired as soon as possible or within a reasonable time frame as determined by the AHJ.
 - (4) All records of inspections shall be maintained on site and made available to the AHJ upon request.
- E. Hydrants must be accessible at all times.
- F. Prohibited obstructions may include but are not limited to snow, parked vehicles, materials, equipment, storage, and refuse.
- G. No obstructions shall be within a four foot radius of the hydrant.

155-29. Access Box System Requirements.

- A. An Access Box system has been adopted for use by the City of Burlington Fire Department.
- B. The following structures shall be equipped with an Access Box at or near the main entrance or in a location as required by the AHJ:
 - (1) Commercial or industrial structures protected by a fire alarm system, fire control system, fire extinguishing system or fire suppression system.
 - (2) Any structures that are secured in a way that restricts access during an emergency.
 - (3) Multi-family residential structures that have restricted access through locked

- doors and have any common areas.
- (4) Nursing homes, CBRFs, child day care and other health facilities.
 - (5) All Educational occupancies.
 - (6) Any location where entry to the property is secured in whole or part by a fence, gate, wall or connected buildings, or as otherwise directed by this Department. Entry key override switches shall be required on any exit door at any location which uses a card reader entry system and/or a magnetic door lock security system.
 - (7) The AHJ shall have the authority to require any structure or facility to have an Access Box installed and maintained.
 - (8) The AHJ shall have the authority to require any structure or facility to have additional Access Boxes installed and maintained.
 - (9) Exception. Any building or site that has twenty-four hour, seven-day a week guard service or any occupancy that remains open twenty-four hours a day, seven-days a week, does not require an Access Box, unless ordered by the Fire Chief.
- C. All newly constructed structures subject to this section shall have the Access Box installed and operational prior to the issuance of an occupancy permit. All structures in existence on the effective date of this section and who are subject to this section shall have one year from the date of being ordered by the AHJ to have an Access Box installed to complete installation.
- D. The owner or agent of a structure required to have an Access Box shall keep the following inside the Box:
- (1) A master key or keys to locked points of ingress and egress whether on the interior or exterior.
 - (2) The keys to locked mechanical equipment, electrical, and elevator control rooms.
 - (3) The keys needed to open any alarm panels or other emergency equipment.
 - (4) Keys to elevator controls.
 - (5) Floor plans or maps as required by the AHJ.
 - (6) The keys to other areas as directed by the AHJ.
- E. All items required to be kept in the Access Box shall be the most currently used and must be continually updated.
- F. The Access Box shall be installed at the owner's expense.
- G. The size and type of Access Box will be determined by the AHJ.
- H. Compliance. All existing buildings shall comply with this chapter within six months from its effective date. All newly constructed buildings, not yet occupied buildings currently under construction and all buildings or businesses applying for a certificate of occupancy that are subject to this section shall comply immediately.
- I. Ordering. Property owners shall be responsible for all costs of purchasing and installation of any Access Box required herein. The City of Burlington Fire Department shall not be responsible for ordering any Access Box or key override switch or other

device required by this chapter.

- J. Maintenance. Property owners shall be responsible for the maintenance of all Access Boxes.

155-30. Site Plan Requirements.

Prior to, and as a condition of, obtaining an occupancy permit, the owner of all buildings, except one and two family units, shall supply the Fire Department with an eight and one-half by eleven inch site plan which includes the following:

- A. Location(s) of gas and electrical shut-offs.
- B. Location(s) of high pile storage.
- C. Location of Fire Department Connection and sprinkler control valve.
- D. Dimensions of the structure in feet.
- E. Location of the Standpipe(s).
- F. Main entrance labeled.
- G. Apartments, suites, or unit numbers.
- H. Location of all hydrants on the site and surrounding streets.
- I. Location of alarm panels.
- J. Location of Access Box(es).
- K. Special fire protection and area covered: Heat Vents, FM 200 systems etc.
- L. Special construction features: Sky Lights, Blowout Walls, etc.
- M. Floor plans, including roof access points.

155-31. Roof Spaces.

- A. All combustible roof spaces shall be subdivided every 3000 square feet by one-hour rated partitions unless protected by a complete approved automatic fire sprinkler system.
- B. Any openings in the required one-hour rated partition must have a minimum of a one-hour rated self-closing door.
- C. All divided spaces shall have an approved and minimum one-hour-rated access panel, the size of which must be acceptable to the AHJ.

155-32. Rough Inspection Requirements; System/Component Concealment.

- A. Rough inspections required by this chapter shall be conducted by the AHJ.
- B. Rough inspections are required specifically to determine if substantial compliance with this chapter has been provided for in all structures regulated by this chapter.
- C. The following rough inspection requirements are specifically established by this chapter and shall be enforced by the AHJ:
 - (1) All automatic fire sprinkler systems must have rough inspections done by the AHJ.

- (2) All fire sprinkler systems must have rough inspections done by the AHJ.
- (3) All fire control systems must have rough inspections done by the AHJ.
- (4) All fire suppression systems must have rough inspections done by the AHJ.
- (5) All fire alarm systems must have rough inspections done by the AHJ.
- (6) All fire detection systems must have rough inspections done by the AHJ.
- (7) Complete and accurate as-built drawings and revised hydraulic calculations must be resubmitted for the AHJ's review and approval for ALL fire sprinkler systems that utilize CPVC piping prior to any piping being concealed and a rough inspection must be done by the AHJ.
- (8) All systems and/or building components the AHJ deems necessary must have rough inspections done by the AHJ.
- (9) All rough inspections must be completed by the AHJ prior to any system, equipment and/or component thereof subject to the requirements of this chapter.
- (10) All rough inspections must be completed by the AHJ prior to any system, equipment and/or component thereof being concealed in any way and/or by any means.
- (11) All systems, equipment and/or component thereof, must be in plain view from the floor or grade level for all rough inspections.

D. System and/or component concealment restrictions are hereby established.

E. All structures regulated by this chapter shall comply with the following:

- (1) The AHJ shall allow the concealment of any system and/or component thereof regulated by this chapter only after determining substantial compliance with the requirements of this chapter has been accomplished.
- (2) If any system and/or any component thereof is concealed prior to the AHJ conducting a rough inspection of any system and/or any component thereof regulated by this chapter, the AHJ may order the removal of any material(s) that are preventing a rough inspection from being completed, such removal to be at the owner's expense.
- (3) All requirements of this chapter shall be complied with prior to concealing any system and/or any component thereof.
- (4) If the requirements of this chapter are not complied with, the AHJ may issue a stop work order on any project or portion thereof.

155-33. Occupancy Inspection.

- A. Occupancy inspections are required.
- B. The Fire Department shall conduct inspections of public buildings and places of employment prior to the issuance of local occupancy permits.
- C. Written documentation of the inspections shall be kept by the Fire Department.

155-34. Building Plan Review.

The Fire Department shall conduct plan reviews and approvals of fire safety related elements prior to construction of any public buildings and/or places of employment.

155-35. Fire Sprinkler Control Valve Access.

All structures that have automatic sprinkler systems:

- A. Shall have sprinkler control rooms located with adequate access for Fire Department, sprinkler maintenance and Inspection personnel.
- B. Shall not be located within private dwellings with the exception of NFPA 13D systems.
- C. Shall have direct access from the exterior to the sprinkler control valve(s) that is acceptable to the AHJ.

155-36. Entry Key Override Switches.

Entry key override switches shall be required on any exit door at any location which uses a card reader entry system and/or a magnetic door lock security system.

ARTICLE III

USE REGULATIONS

155-37. Smoking in Certain Locations Prohibited.

- A. No person shall smoke or carry a lighted cigar, cigarette, or pipe, or light a match or other flame-producing device in any retail mercantile establishment, except in areas approved for such purposes by the AHJ. It shall be the duty of the person in charge of such an establishment to enforce the regulations of this section.
- B. Smoking shall be prohibited in all rooms or parts of buildings which contain flammable liquids in open containers or in which flammable liquids are used in any manufacturing process or where vapors from the flammable liquids are present or sold.
- C. A plainly printed notice of the provisions of this subchapter shall be posted in a conspicuous place in all occupancies. Such printed notice shall also be posted in any place of public assembly where smoking is prohibited.
- D. No smoking or use of flame-producing devices in schools or public libraries.
 - (1) No person shall light a match or other flame-producing device, smoke, or carry a lighted cigar, cigarette, or pipe in any school building or public library except in areas approved for such purpose by the AHJ. It shall be the duty of the person(s) in charge of such buildings to post and maintain approved signs bearing the words “*NO SMOKING*” in locations designated by the AHJ.
 - (2) Sections 101.025(1) and 101.123, Wis. Stats., are hereby adopted by reference as if fully set forth herein.

155-38. Securing Fire Damaged Buildings.

All dwellings and buildings within the Municipality damaged from fire shall be secured within twenty-four hours of release of the property by the AHJ. The owner of the damaged property shall assume the liability for the protection of the public until the property is secured.

155-39. Fireworks.

- A. Sales. Except as provided in ss. 167.10(2) and (4) Wis. Stats., no person shall sell fireworks or possess fireworks with the intent to sell.
- B. Possession. No person shall possess, manufacture, use, display, discharge or sell any fireworks without a permit.
- C. Use. Except as provided in s. 167.10(3) Wis. Stats., no person shall possess or use fireworks without a user's permit issued by the Mayor of the City pursuant to subsection D. below.
- D. User Permit. As provided in s. 167.10(3) Wis. Stats., fireworks user's permits may be issued for festivals or celebrations after proper application to the Municipality. The AHJ shall require a certificate of liability insurance or similar proof of coverage for an amount deemed appropriate. Permits to display or discharge fireworks shall be issued as follows:
 - (1) An application for a permit may be obtained at the Fire Department.
 - (2) Applications shall be submitted not less than seven days prior to the date of such display.
 - (3) No accumulating or purchase of fireworks shall be allowed prior to the issuance of the permit.
 - (4) After review of the application and inspection of the site, a permit shall be issued or denied at the discretion of the AHJ upon due consideration of the provisions of this chapter and the promotion of public safety and security of adjoining property.
 - (5) The AHJ reserves the right to re-inspect the display and landing sites at any time to ensure public safety.
 - (6) NFPA 1123 and 1124 will be used as a guideline for these inspections.
 - (7) The cost of such permit shall be as set forth under s. 155-53 of this chapter.
 - (8) All persons applying for a permit must provide proof of liability insurance to the AHJ in the amount of \$1,000,000, and a copy of any contract with companies which will be responsible in whole or part for the fireworks, storage or display.
 - (9) All display companies and personnel who are paid to set off fireworks within the City shall return to the area of the fireworks display within 18 hours of the display and during daylight hours to carefully search for and dispose of unexploded fireworks.
 - (10) The Municipality's Police and/or Fire Department's personnel are authorized to enlarge the area required to be searched by the display companies and their personnel.
- E. Fireworks Manufacture or Storage. Fireworks manufacture or storage allowed by the Plan Commission pursuant to ss. 315-31 or 315-33 shall also require a separate permit

from the AHJ.

- F. Use of caps and sparklers. No unlicensed person may use fireworks, caps, or sparklers in a Municipal Park or at a fireworks display for which a permit has been issued if the display is open to the public.
- G. Pyrotechnics. Pyrotechnics are prohibited in public buildings and places of employment unless authorized by the AHJ and shall be used in accordance with NFPA 1123.
- H. Duties of parents and guardians. No parent, guardian or other adult with delegated authority of a minor shall knowingly permit such minor to violate this section.

155-40. High-piled Combustible Storage.

- A. High-piled combustible storage must comply with Chapter 23 of the International Fire Code.
- B. Definitions as found in Section 2302 of the International Fire Code will be used for high-piled combustible storage.
- C. Commodities shall be classified in accordance with Section 2303 of the International Fire Code.
- D. High-piled combustible storage areas shall be designated in accordance to Section 2304 of the International Fire Code.
- E. Housekeeping and maintenance of high-piled combustible storage areas shall be in accordance with Section 2305 of the International Fire Code.
- F. General fire protection and life-safety features shall be in accordance with Section 2306 of the International Fire Code, except that compliance with Section 2306.7 is not required by this chapter. (Note: compliance with this section may be required by the State of Wisconsin).
- G. Solid piled and shelf storage shall be in accordance with Section 2307 of the International Fire Code.
- H. Rack storage shall be in accordance with Section 2308 of the International Fire Code.
- I. Automated storage shall be in accordance with Section 2309 of the International Fire Code.
- J. Specialty storage shall be in accordance with Section 2310 of the International Fire Code.

155-41. Burning.

- A. Burning Restricted. Burning of any kind is restricted as provided in this section. Verbal permission from the Fire Department must be granted prior to any Recreational Fire, and

a written permit must be issued by the Fire Department prior to any Open Burning or Bonfire being started. Open burning, bonfires, fire pits, and recreational fires shall comply with the requirements of NFPA 1.

B. Grills.

- (1) For other than one and two family dwellings, no hibachi, gas-fired grill, charcoal grill or similar device used for cooking, heating, or any other purpose shall be used or kindled on any balcony or under any overhanging portion of a building. Grilling on ground level is permissible provided that the grill is at least seven feet away from any structure. Smoke must not be a nuisance to neighbors, or public roadways.
- (2) Barbecue grills of any type, kettles, outdoor hibachis, other types gas fueled cooking devices other than household kitchen appliances, including but not limited to, deep fryers (Turkey Fryers) and camping stoves. It shall be unlawful to ignite or burn inside any occupancy including any residential occupancy or portion thereof any type of barbecue grill, kettle, outdoor hibachi, or other type of gas fueled cooking device other than household kitchen appliances, including but not limited to, deep fryers and camping stoves.
- (3) No outdoor cooking device shall be used between 12:00 a.m. and the following sunrise.
- (4) No flame shall at any time exceed one foot in height over the source fuel.
- (5) Listed electrical ranges, grills or similar electrical apparatus shall be permitted.

C. Portable fire pits.

- (1) Portable fire pits shall not be used or kindled on any balcony or under any overhanging portion of a structure or within 10 feet of any structure.
- (2) Portable fire pits must be placed on a non-combustible surface.
- (3) Portable fire pits shall be listed by a nationally recognized testing organization or acceptable to the AHJ.
- (4) Burning of yard waste or other refuse is prohibited; only clean, dry wood can be used.
- (5) Flammable or combustible liquids shall not be used to ignite the fire.
- (6) Smoke shall be limited and shall not become a nuisance to neighbors or public roads.
- (7) No flame shall at any time exceed one foot in height over the source fuel.
- (8) Portable fire pits shall not be used between 12:00 a.m. and the following sunrise.

D. Recreational Fires. No person shall start or maintain a recreational fire except as except as allowed by verbal permission issued by the AHJ after personal or telephone contact is made to the Fire Department requesting said permission. The Fire Department will keep a record of the contacts made and the permission granted. Once permission is received, recreational fires are subject to the following regulations and/or restrictions:

- (1) No person shall kindle, start, or cause to be kindled any fire other than in a substantial container constructed of metal, concrete, brick, or earth so as to prevent the escape of burning materials.
- (2) Recreational fires shall be permitted only between the hours of 6:00 a.m. and 11:00 p.m. and shall be completely extinguished upon completion of the activity or by 11:00 p.m., whichever occurs first.

- (3) Recreational fires shall not be located within 25 feet of a structure or combustible material unless contained in an approved manner.
- (4) The total fire area shall not exceed three feet in diameter and two feet in height.
- (5) Only clean, dry wood can be burned.
- (6) Flammable or combustible liquids shall not be used to ignite the fire.
- (7) All fires shall be continuously attended by a minimum of one person who is at least 16 years of age with an adequate means of extinguishment.
- (8) Smoke shall be limited and shall not become a nuisance to neighbors or public roads. If a fire becomes a nuisance, becomes unsafe, or is considered uncontrollable, the fire must be extinguished immediately.
- (9) On such days when atmospheric conditions are unacceptable for burning, the Fire Department shall prohibit any burning whatsoever.

E. Open Burning. There shall be no open-air burning of any combustible waste material except as allowed by permit issued by the AHJ and subject to the following regulations and/or restrictions:

- (1) No person shall start or maintain an open fire without obtaining a permit.
- (2) Special burn permits may be granted by the Fire Department provided the following conditions are met:
 - (a) Request is made in writing to the Fire Department at least three business days prior to the event.
 - (b) A site inspection is made by the Fire Department.
 - (c) A written permit is obtained from the Fire Department and kept at the site.
 - (d) The permit shall expire ten days after the scheduled event date.
- (3) Burning of trash is prohibited.
- (4) Burning of any wet combustible rubbish, garbage, oily substances, asphalt, plastic, foam, rubber products, or any other material which creates dense smoke or causes a nuisance is prohibited.
- (5) Burning of building materials is prohibited.
- (6) Wind velocity cannot exceed nine miles per hour.
- (7) Open burning shall be constantly supervised by a competent person who is at least 18 years of age until the fire is extinguished.
- (8) The pile to be burned shall be a minimum of 50 feet from buildings and 25 feet from any public roadway, highway or other thoroughfare.
- (9) If smoke travels in such a manner to obscure any public roadway, highway or other public Thoroughfare, the fire shall be extinguished.
- (10) Open-air burning shall only be permitted from 7:00 a.m. up to 1/2 hour before sunset.
- (11) Flammable or combustible liquids shall not be used to ignite or accelerate the fire at any point.
- (12) Smoke shall be limited and shall not become a nuisance to neighbors or public roads.
- (13) Whenever a fire becomes a nuisance to the neighboring residents or becomes unsafe or considered uncontrollable, the fire must be extinguished immediately.
- (14) On such days when atmospheric conditions are unacceptable for burning, the Fire Department shall prohibit any burning whatsoever.

F. Bonfires.

- (1) No person shall start or maintain a bonfire without obtaining a permit from the fire department.
- (2) An application for a permit may be obtained at the Fire Department.
- (3) Applications shall be submitted not less than seven days prior to the date of such bonfire.
- (4) No accumulating of items to burn in the bonfire shall be allowed prior to the issuance of the permit.
- (5) After review of the application and inspection of the site, a permit shall be issued or denied at the discretion of the AHJ upon due consideration of the provisions of this chapter and the promotion of public safety and the security of adjoining property.
- (6) The AHJ reserves the right to re-inspect the bonfire site at any time to ensure public safety.
- (7) The cost of such permit shall be as set forth under s. 155-53 of this chapter.
- (8) Requirements, regulations and/or restrictions for bonfires shall be as follows:
 - (a) Fires shall be no larger than 10 feet in diameter or 10 feet tall.
 - (b) The fire area shall be protected by a fire ring or in some other fashion acceptable to the AHJ to prevent fire spread or a fire hazard.
 - (c) Fires shall contain only wood; other building products are prohibited.
 - (d) Fires shall not be started or accelerated using flammable liquids.
 - (e) Fires must be attended at all times by a competent person of at least 18 years of age who has obtained the permission of the property owner.
 - (f) The fire must be at least 50 feet from all structures, roadways and lot lines.
 - (g) If smoke travels in such a manner that it obscures roadways, the AHJ reserves the right to require that the fire be extinguished.
- (9) All fires must be supervised at all times by a competent person who is at least 16 years of age, and have a proper means available to extinguish the fire.
- (10) No fire shall be left unattended.

G. Mayor authorized to prohibit fires and other activities. In the event conditions exist within the City, including but not limited to excessive dryness, the Mayor of the City of Burlington may, by order issued without notice, prohibit all burning, fires, fireworks or other activities that may cause a fire to be kindled or started. In the event the Common Council wishes to reconsider said order, it may do so at a duly convened and noticed Common Council meeting; however, until the holding of said meeting, the order of prohibition issued by the Mayor shall be in effect. Upon the issuance of such order by the Mayor, it shall be published in the official newspaper and posted as necessary to give adequate notice to all residents of the City. Upon the cessation of said conditions, the Mayor shall cancel the order.

155-42. Possession of Ignition Devices by Minors.

A. Definitions.

Unless otherwise expressly stated, the following terms shall, for the purposes of this Article, have the meaning indicated in this section:

IGNITION DEVICE – Matches, lighter, or any other material when used for the purpose of ignition.

MINOR – Any person under 18 years of age.

- B. Possession by Minors Prohibited. No Minor may possess any ignition device, unless under the direct supervision of, or with direct permission of, a parent or legal guardian.
- C. Delivery to Minor Prohibited. No person may sell, give, deliver or make accessible (as determined by the AHJ), any ignition device to a Minor without the permission of the Minor's parent or legal guardian.
- D. Confiscation. Any ignition device possessed by a Minor may be confiscated by any Peace Officer, Fire Chief or authorized designee of the Fire Chief. Once confiscated, these ignition devices shall be processed as evidence in the commission of a crime and made inoperable and disposed of properly.
- E. Penalty.
 - (1) Any person who shall violate any of the provisions of this section shall for each and every violation, upon conviction thereof, be punishable as set forth in Chapter 1, s. 1-4 of this Municipal Code.
 - (2) In addition to any other penalty provided for in this chapter, the Judge of any court of any competent jurisdiction may order any person found guilty of violating this ordinance to any educational program as the Court deem appropriate and include as part of the penalty therein that such person pay the costs of such educational program.

155-43. Christmas Tree Sales.

The following minimum standards shall apply to the storage, handling, and display of live Christmas Trees and Foliage:

- A. Trees and foliage shall be stacked not closer than ten feet from any gasoline pump or other device for the transfer of petroleum products.
- B. Aisles or clear spaces of not less than three feet shall be maintained at all times.
- C. A fire extinguisher with a "2A-10BC" rating or greater shall be provided by the merchant for each seventy-five (75) feet of travel display and/or storage area.
- D. All storage and sales of live Christmas Trees and Foliage shall be held outside of buildings.
- E. It shall be unlawful to light a match or any flame-producing device, or to smoke or carry a lighted cigar, cigarette, or pipe in areas where live Christmas trees or foliage is displayed, sold, or stored.
- F. The person in charge of the Christmas tree sales shall post a "NO SMOKING" sign in

locations intended to give persons entering the area a notice of this regulation.

155-44. Blasting.

- A. Blasting Permit Required. All persons or entities who perform blasting in the City shall obtain a permit from the Fire Department prior to storage or use of blasting agents or explosives.
- B. Application for a permit may be obtained at the Fire Department. Applications shall be submitted not less than seven days prior to the date of such blasting project. No accumulating of blasting agents or explosives shall be allowed prior to the issuance of the permit. After review of the application and inspection of the site, a permit shall be issued or denied at the discretion of the AHJ upon due consideration of the provisions of this is chapter, promotion of public safety and security of adjoining property. The AHJ reserves the right to re-inspect the project site at any time to ensure public safety. The cost of such permit shall be as provided in s. 155-53 of this chapter.
- C. Exemptions from Permit Requirement. Persons or entities engaged in the active operation of quarrying activities as a legal, nonconforming, permissive or special use of land prior to the effective date of this chapter shall be exempt from the permit requirement hereunder.

155-45. Fire Escapes.

All fire escapes shall comply with the following requirements and all other standards adopted herein:

- A. All fire escapes shall be inspected by the Fire Department at least once per year. If upon inspection the Fire Department finds any fire escape which, in its opinion, is defective, unsafe or noncompliant with existing code, the Fire Inspector shall order the needed repairs and the owner shall make such repairs. It shall be unlawful to make any such repairs to any fire escape without first obtaining a permit from the Department of Buildings to do so.
- B. The Fire Department reserves the right to require the owner to provide a structural evaluation of any fire escape it deems to be unsafe. The owner or agent shall be responsible, except for one- and two-family homes, for providing a critical examination of the fire escape by a registered architect or a registered structural engineer employed by the owner or agent.
- C. The registered architect or engineer shall submit a written report showing the structural condition of the fire escape and its supports.
- D. Two copies of the report shall be submitted to the Fire Department.
- E. If satisfactory to the Fire Department, one copy of the report shall be returned to the owner or agent.

- F. If unsatisfactory to the Fire Department, any defects noted on the written report submitted by the registered architect or engineer shall be corrected by the owner within 30 days of the date of the report.
- G. Upon correction of any defects noted in the written report, the registered architect or engineer shall submit to the Fire Department two copies of a new report showing the defects and repairs made.

155-46. Flammable and Combustible Liquid Storage Tanks.

- A. The local Fire Inspector shall be certified by the State of Wisconsin Bureau of Storage Tank Regulation as a tank system inspector and shall be responsible for the inspection, plan review and conditional approval of all underground and aboveground storage tanks as defined by Comm. 10, Wis. Admin. Code, Flammable and Combustible Liquids.
- B. Notification to the Fire Inspector is Required. Prior to the installation, modification or removal of any underground or aboveground storage tank, notification to the Fire Inspector shall be made in writing at least 15 days prior to the start of any work and a permit and/or conditionally approved plans shall be obtained.
- C. Certified contractors. No work shall be performed on any storage tank system underground or above ground except by a State of Wisconsin certified contractor.
- D. Tank removal. The owner or agent of any property where a storage tank exists or has been abandoned or where conflict exists as to whether or not a tank or tank system was previously removed or abandoned shall employ a state-certified contractor to clean and remove the tank or to excavate the site and prove to the satisfaction of the local tank system inspector that the tank system is no longer in place. The state-certified contractor shall obtain a permit from the tank inspector prior to the removal of any underground or aboveground tank system. It shall be unlawful to remove any exposed piping from an underground tank system in an attempt to hide its existence or location.
- E. Waste oil burners. Waste oil burners shall not be allowed in private dwellings. The owner or agent of any waste oil burner shall be required to submit to the local tank inspector, prior to any installation, four sets of plans for approval as required under Ch. Comm. 10, Wis. Admin. Code, the Flammable and Combustible Liquids Code. In addition, plans shall be submitted to the Department of Buildings for review and approval of all heating equipment associated with waste oil burners.
- F. Fees. All fees for plan approval by the local tank inspector shall be the same as those charged by the State of Wisconsin as exist on the most current copy of the flammable liquid tanks installation application form. A fee per tank as set by the Common Council shall be charged and a permit issued for the closure of any tank system. The Fee Schedule shall be on file at the City Clerk's office.

155-47. Tavern Licensing.

All licensed taverns within the City of Burlington shall be inspected for compliance with this

chapter at least three months prior to the renewal of their licenses or approximately April 1st of each year. Any violations at the time of this inspection shall be corrected within the time stated on such order. A final copy of all orders shall be submitted for review at the time of renewal. Failure to comply with any written order may result in the suspension of or nonissuance of the license by the Common Council or any other municipal authority.

155-48. Private Hydrants and PIVs.

- A. Only approved fire hydrants and post indicator valves (PIVs) shall be allowed for use on private property for the sole purpose of fire protection.
- B. Inspection, Testing, Maintenance and Repair Required.
 - (1) Approved fire hydrants and PIVs shall be maintained in proper operating condition at all times.
 - (2) Annual flow tests are required on all private fire hydrants.
 - (3) Manual operation of all PIVs to the closed position and back to the open position is required annually.
 - (4) Written records shall be maintained showing test results, dates, duration of tests, locations and who performed the tests.
 - (5) Written records shall be kept on site and available for inspection for a period of no less than seven years.
 - (6) Upon the request of the City of Burlington Fire Department, the owner shall perform such tests (to include flow tests) in order to demonstrate proper operating conditions.
 - (7) Property owners shall immediately notify the City of Burlington Fire Department and Water Utility whenever a fire hydrant or PIV has been damaged or has become inoperable.
 - (8) Repairs to damaged or inoperable equipment shall be completed as soon as possible and tested before the equipment is put back into service.
 - (9) At any time when an owner is found not properly testing or maintaining his fire hydrants and/or PIVs, the City of Burlington Fire Department and the Water Utility may perform such tests at the expense of the owner.
- C. At no time shall any fire hydrant or PIV be obstructed under any circumstance. Obstructions may include, but are not limited to, snow accumulation, vegetation and refuse, parked vehicles, and material or equipment storage.

155-49. Existing Systems.

- A. Any fire prevention, control, suppression, extinguishing, alarm, detection or protection

system already installed at the time of this chapter adoption shall be considered an existing system and shall comply with the provisions of this chapter.

B. Smoke Detectors and Fire Alarm Systems.

- (1) All smoke detectors, whether battery operated or electrically interconnected, shall be tested at least once every six months.
- (2) All fire alarm systems must be inspected, tested and maintained in accordance with all of the applicable requirements of NFPA 72.
- (3) Manual pull stations shall be tested monthly by physically activating the device. Only one manual pull station need be tested each month if there are 12 or fewer locations in the protected premise. If there are more than 12 manual pull stations, additional manual pull stations must be tested at the same time with the intent of testing all manual pull alarms connected to the fire alarm system within one calendar year.
- (4) Written records of all fire alarm system and all smoke detector testing shall be maintained showing test results, dates, duration of tests, locations and who performed the tests.
- (5) Records of all fire alarm system and smoke detector testing shall be kept on site and available for review by the AHJ for a period of no less than seven years.
- (6) If the required records are found to be missing or outdated for a period of more than one year and any portion of the fire alarm system or smoke detectors have been found to be missing or inoperable, the Fire Inspector may order the installation or replacement of the existing system or smoke detectors with new electrically interconnected smoke detectors to include the fire alarm control panel at the owner's cost.
- (7) All fire alarm system and smoke detection testing may be required to be performed in the presence of the AHJ at the AHJ's discretion.

C. Fire Sprinkler, Fire Control, Fire Suppression and/or Fire Extinguishing Systems.

- (1) All fire sprinkler, fire control, fire suppression and/or fire extinguishing systems must be inspected, tested and maintained in compliance with this chapter and all of the applicable requirements of the applicable NFPA Codes and/or Standards.
- (2) All inspection, testing and maintenance records shall be kept on site and available for review by the AHJ for a period of no less than seven years.
- (3) If the required records are found to be missing or outdated for a period of more than one year, the AHJ may order the required inspection, testing and/or maintenance to be performed at a cost to the owner.
- (4) All fire sprinkler, fire control, fire suppression and/or fire extinguishing system testing may be required to be performed in the presence of the AHJ at the AHJ's discretion.

D. Contracted Service Providers.

Whenever inspection, testing and maintenance services are contracted by the owner or agent with an outside vendor, the vendor shall provide a written report of all work performed. This report shall be the same as provided in the appropriate NFPA publication, describing all work performed and listing any deficiencies or needed repairs. This report shall be left with the owner or agent and a copy shall be sent to the Fire Department by the service provider.

155-50. Flammable, Combustible, and Hazardous Materials.

- A. The following items shall not be stored in any multi-family dwelling in the community except in locations approved by the AHJ.
 - (1) Charcoal, except in a metal container equipped with a metal cover.
 - (2) Oily rags or oily dust mops.
 - (3) Flammable or combustible liquids of any nature other than new motor oils in original manufacturer's containers.
 - (4) Bottle gases, propane, acetylene, oxygen or other substances of a similar nature.
 - (5) Gasoline motors and gasoline power equipment, such as outboard motors, power lawn equipment, snow blowers, snow mobiles motorcycles, etc.
 - (6) Dangerous or hazardous amounts of flammable, combustible or explosive material as determined by the AHJ.
 - (7) Dangerous accumulations of rubbish, waste paper, boxes, shavings, or other highly flammable materials as determined by the AHJ.
 - (8) Dangerous accumulations of dust or waste materials in air conditioning systems.
- B. The AHJ may require the elimination of hazardous conditions arising from defective or improperly installed equipment for handling or using flammable, combustible or explosive material.
- C. Flammable, Combustible and Hazardous materials shall be identified in accordance with NFPA 704.
- D. Reporting. All persons, firms or organizations using, researching, storing, or producing hazardous materials and/or infectious agents shall notify the Fire Department in writing as prescribed by this section.
- E. The manufacture, storage, handling and use of hazardous materials and/or infectious agents shall be safeguarded in accordance with the applicable requirements of the applicable NFPA Standards and/or Codes and industry standards and with the manufacturer's recommendations.
- F. The Fire Inspector may require the separated storage or isolated storage of any hazardous or infectious material that in combination with other substances may bring about a fire, health hazard or explosion or may liberate a flammable, nonflammable or poisonous gas.
- G. The AHJ may require separation of hazardous or infectious materials from other storage facilities when the quantity to be stored increases the fire, health or explosive hazard to any occupancy.
- H. Limitation on storage quantities shall be considered with regard to proximity of these exposures and to congested commercial and industrial areas.
- I. The AHJ may require fire suppression, fire detection, on-site containment, smoke venting or control and/or other fire protection, life safety or environmental safe systems

as deemed necessary.

- J. Identification markings. Buildings, storage trailers, stationary tanks, areas and rooms of buildings that contain a hazardous or infectious material shall be identified with signs in accordance with this section and NFPA 704, Standard System for the Identification of the Hazards of Materials for Emergency Response. Signs shall be maintained at all times and shall be located as directed by the AHJ. Signs shall be durable, weather-resistant and unobstructed.
- (1) A sign at least 7 1/2 inches square with the required identification numbers indicating the highest number of the most hazardous material for each hazard shall be conspicuously placed on or near the exterior door closest to the hazardous material.
 - (2) A sign with no numbers, at least 7 1/2 inches square, shall be conspicuously placed on the front of the building as directed.
 - (3) Doors that directly access a room or area that contains a hazardous or infectious material shall be identified with a numbered sign at least 7 1/2 inches square. In any room that has more than one hazardous material, the sign shall list the highest number for each hazard classification.
 - (4) Special hazards shall be identified in the lower quadrant of the sign as follows:
 - (a) Radiation hazard: standard radiation symbol.
 - (b) Water-reactive hazard: W.
 - (c) Oxidizer: OX.
 - (d) Biological hazard: BIO.
 - (e) Corrosive: COR.
- K. Material safety data sheets. Material safety data sheets (MSDS) shall be required for all materials which are stored, used or handled and shall be available on site in a location acceptable to the AHJ.

155-51. Special Inspections Required.

- A. All CBRFs, Adult Family Homes, Adult Day Care Centers and Child Day Care Centers (Group) are required to be inspected not less than once a year by the Fire Department.
- B. A courtesy fire inspection is recommended for all Family Child Day Cares.

**ARTICLE IV
APPEALS, FEES, CITATIONS AND PENALTIES**

155-52. Appeals.

- A. Whenever the AHJ disapproves an application or refuses to grant a permit applied for, or when it is claimed that the provisions of this chapter do not apply or that the true intent and meaning of this chapter has been misconstrued or wrongly interpreted, the applicant may appeal the decision of the AHJ.
- B. Appeals shall be submitted in writing to the Chief of the Fire Department for a review of the initial determination within 30 days from the date of the decision of the AHJ.

- C. All appeals shall proceed pursuant to Wisconsin Statute Chapter 68, Municipal Administrative Procedure.

155-53. Fees.

- A. Inspection Fees. No fee will be charged to the property owner for an inspection or reinspection performed pursuant to ss. 22-19, 155-47 or 155-51 of this Municipal Code.
- B. Other Fees. Fees in the amount set by the Common Council and reflected on the Fee Schedule on file in the office of the City Clerk shall be charged for permits, certificates, submittal reviews, inspections and other functions performed under this chapter, excepting only those exempted under in section 155-52A.
 - (1) Required fees shall accompany each application for a certificate, permit, submittal review or other fee related to new construction, the remodeling of an existing building or occupancy and/or the modification of any fire alarm, detection, extinguishing, protection or control system and/or any other permit, inspection or other submittal review required by this chapter.
 - (2) Fees shall be made payable to the City of Burlington and submitted to the City of Burlington Fire Department. When plan and/or submittal review and/or inspections are assigned by the Fire Department to a designee outside of the Department who is qualified to perform plan reviews and/or inspections, the applicant shall pay additional fees charged by that designee directly to the City.

155-54. Citation Authority.

- A. Any Fire Department officer, Fire Inspector or City official charged with the responsibility for enforcement of this chapter is authorized to issue citations for a violation of this chapter pursuant to Chapter 1, s. 1-5 of this Municipal Code.
- B. Citations may be issued to a property owner, contractor, occupant, or any or all of them, as appropriate under the circumstances.

155-55. Penalties.

- A. Except as otherwise provided in this chapter, any person found to be in violation of this chapter or any rule or order promulgated hereunder, or who builds in violation of any detailed statement of specifications or plans submitted and conditionally approved hereunder, shall be subject to a penalty as provided in Chapter 1, s. 1-4 of this Municipal Code. Each and every 24 hours a violation continues is a separate offense.
- B. In addition to penalties imposed pursuant to subsection A:
 - (1) False Alarms. If the Fire Department responds to three or more false alarms as defined in s. 155-11 of this chapter in one calendar year, in addition to the penalties provided in sections 96-6C and 96-12 of this Municipal Code, the Fire Department may require that the fire alarm be serviced, upgraded, or replaced to bring the alarm system into compliance with current code, solely at the owner's cost, in order to prevent future false alarms.

- (2) Failure to Apply for a Permit. Any owner or contractor that begins installation and/or alteration of any system and/or portion thereof regulated by this chapter, or proceeds without a permit required for any other activity, prior to obtaining the required permit will be charged a triple fee.
 - (3) In addition to or as a complete alternative to the penalties set forth in this section, the Common Council, the Fire Chief, or any person who would be specifically damaged by a violation of this chapter may institute appropriate action or proceeding to enjoin a violation of this chapter.
- C. Imposition of a penalty for a violation under this chapter shall not excuse the violation or permit it to continue and such violations or defects shall be corrected or remedied within the time stated in an order.



DATE: February 20, 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 29, 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 29, 2019 meeting.

TIMING/IMPLEMENTATION:

This item is for discussion at the February 20, 2019 Committee of the Whole meeting and per common practice is scheduled for final consideration at the same evening Common Council meeting.

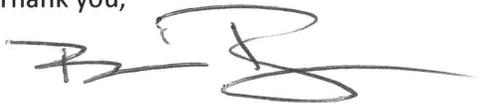
Attachments

Motion 19-921 COA 164 E. Washington
Paint Stripper Information

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 stylized flourish at the end.

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: _____

Businesses

WASHINGTON LAUNDROMAT AND GARAGE
E. WASHINGTON ST. WEST SIDE DISTRICT ABOUT 1911



LAUNDROMAT AND GARAGE
EAST SIDE OF PINE ST. BETWEEN E. WASHINGTON ST. AND WASHINGTON ST. ABOUT 1911



LAUNDROMAT AND GARAGE
EAST SIDE OF PINE ST. BETWEEN E. WASHINGTON ST. AND WASHINGTON ST. ABOUT 1911

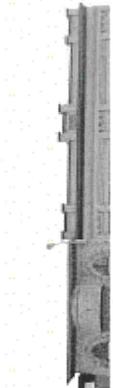
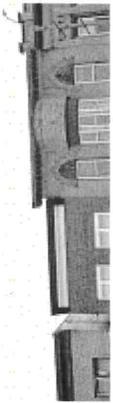
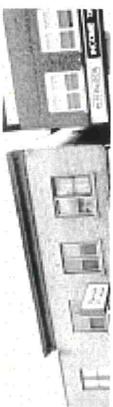


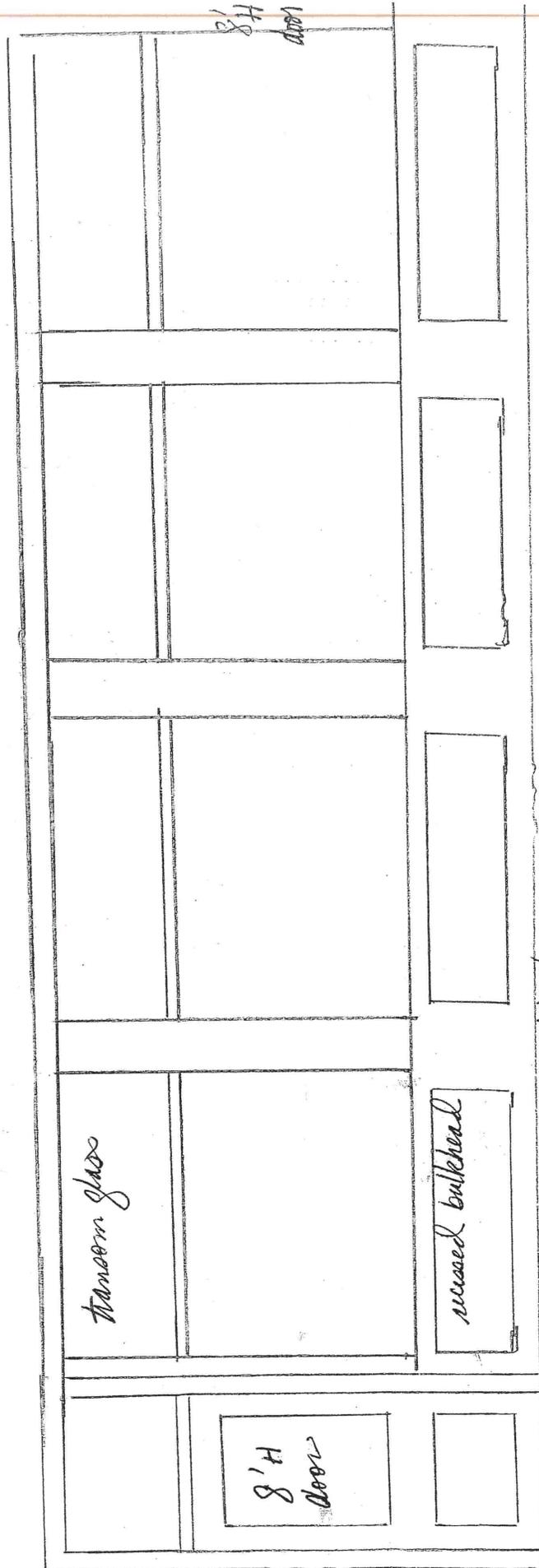
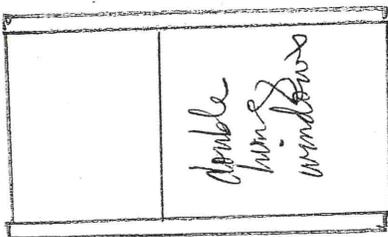
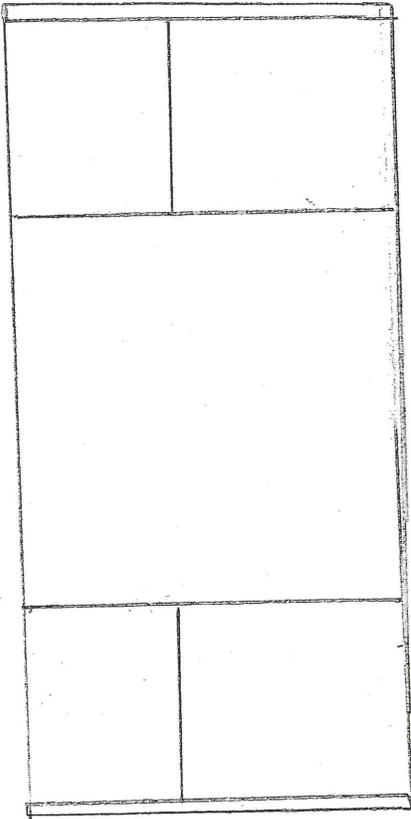
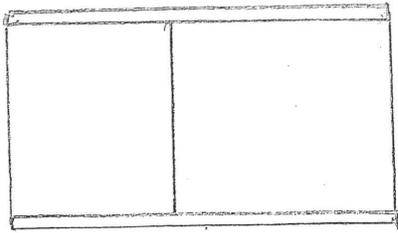
LAUNDROMAT ON WASHINGTON ST. ON NORTH SIDE JUST WEST OF N. PINE ST. ABOUT 1911

LAUNDROMAT AND GARAGE
EAST SIDE OF PINE ST. BETWEEN E. WASHINGTON ST. AND WASHINGTON ST. ABOUT 1911

LAUNDROMAT AND GARAGE
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LAUNDROMAT AND GARAGE
EAST SIDE OF PINE ST. BETWEEN E. WASHINGTON ST. AND WASHINGTON ST. ABOUT 1911

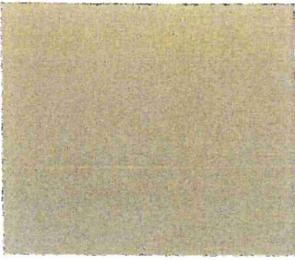




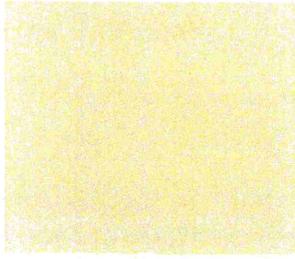
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front

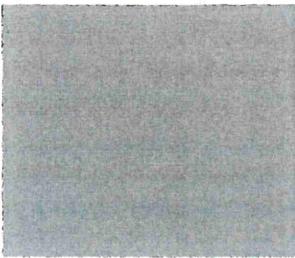




woodstock tan
troncadero de woodstock



putnam ivory
marfil de putnam



brewster gray
gris rie brewster



crown point sand
arena de crown point



old salem gray
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new london burgundy
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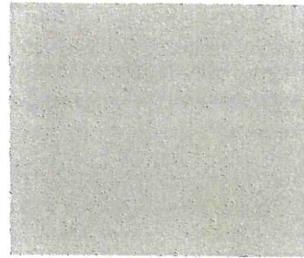
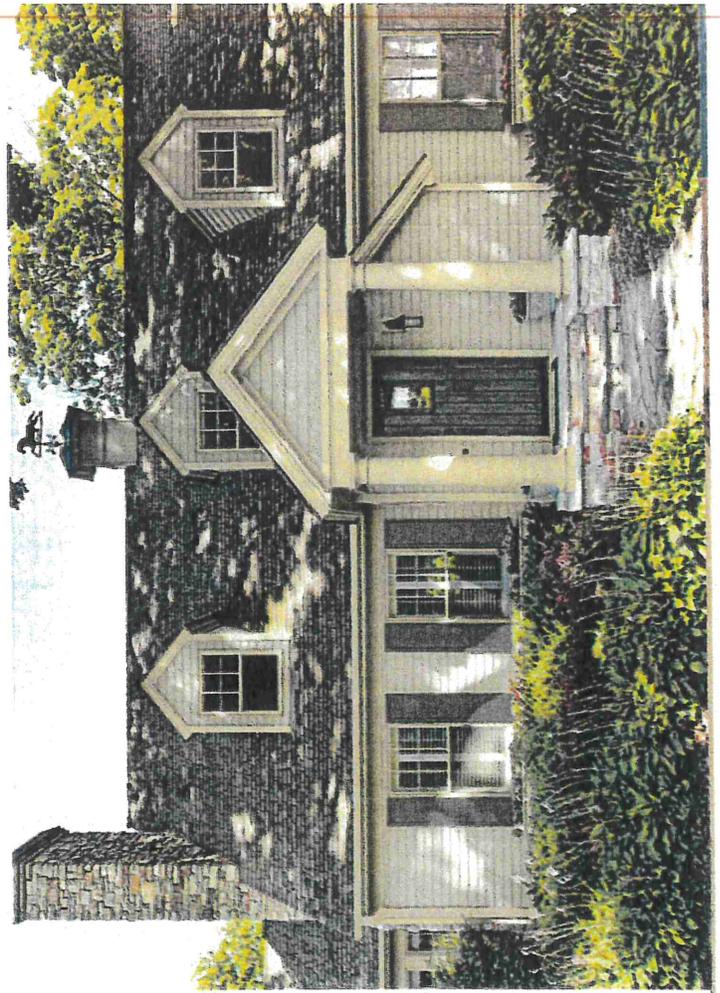
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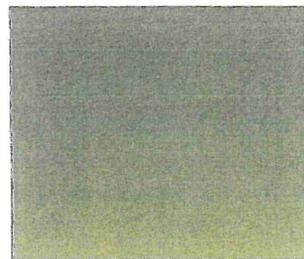
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gris de coventry

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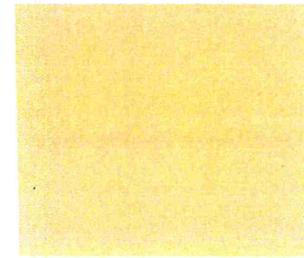
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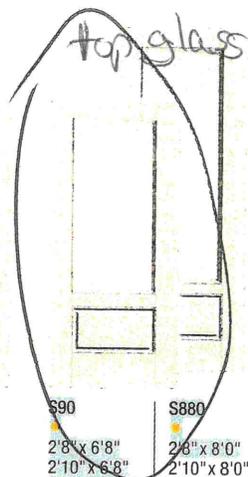
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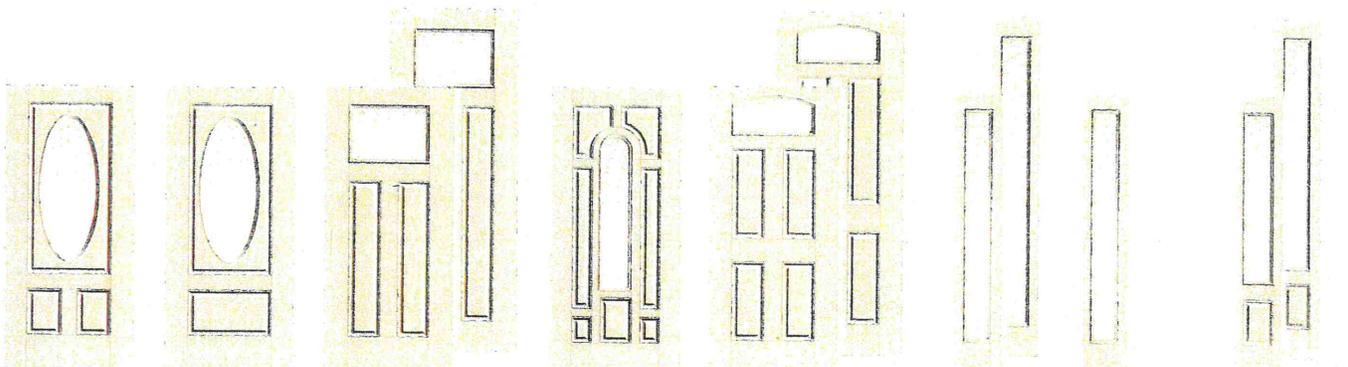
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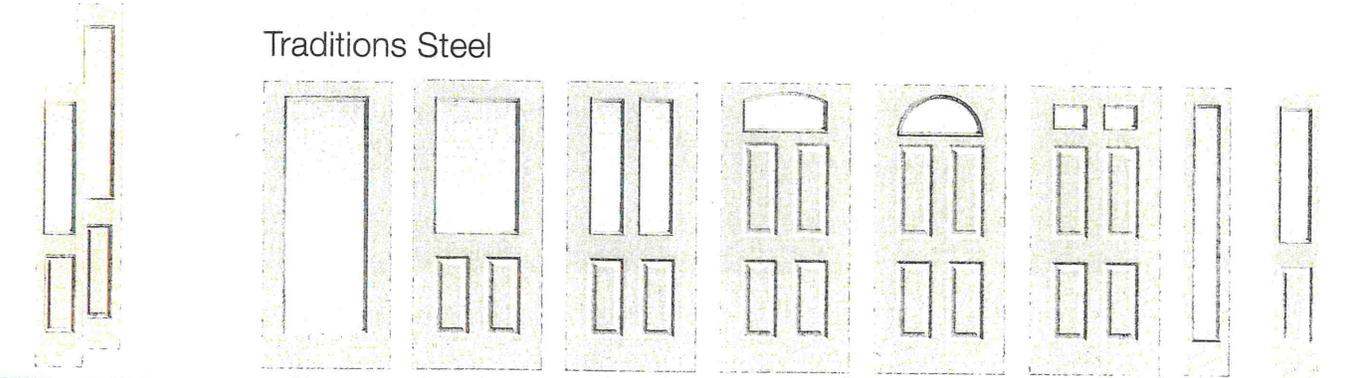


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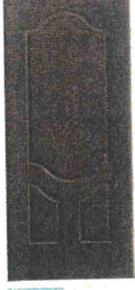
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Traditions Steel

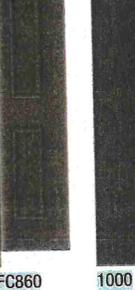


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Fiber-Classic® Mahogany Collection™

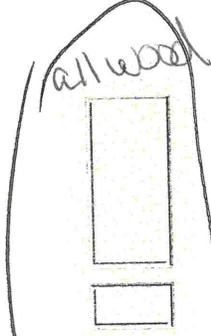
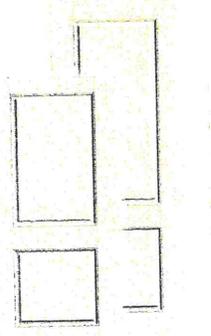
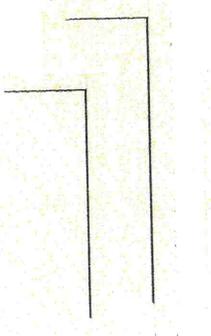
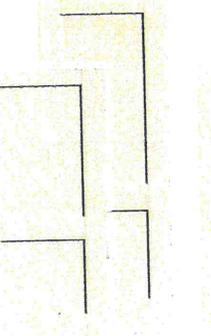
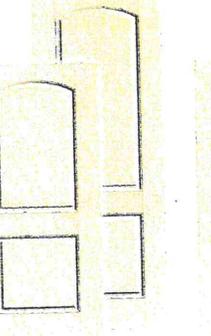
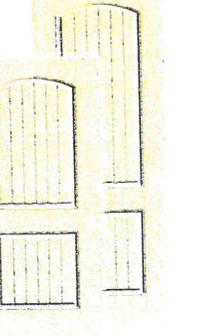
									
FCM31 2'8" x 6'8" 2'10" x 6'8" 3'0" x 6'8"	FCM220 FMF220 🔥 2'8" x 6'8" 2'10" x 6'8" 3'0" x 6'8"	FCM205 2'8" x 6'8" 2'10" x 6'8" 3'0" x 6'8" FMF205 🔥 2'8" x 6'8" 2'10" x 6'8" 3'0" x 6'8"	FCM755 2'8" x 6'8" 2'10" x 6'8" 3'0" x 6'8"	FCM600 FMF600 🔥 2'8" x 6'8" 2'10" x 6'8" 3'0" x 6'8"	FCM134 FMF134 🔥 2'8" x 6'8" 2'10" x 6'8" 3'0" x 6'8"	FCM60 2'8" x 6'8" 2'10" x 6'8" 3'0" x 6'8" FMF60 🔥 2'8" x 6'8" 2'10" x 6'8" 3'0" x 6'8"	FCM860 2'8" x 8'0" 2'10" x 8'0" 3'0" x 8'0"	FCM1000 ■ FMF100 ■ 🔥 2'0" x 6'8" 2'4" x 6'8" 2'6" x 6'8" ‡ 2'8" x 6'8" ‡ 2'10" x 6'8" ‡ 3'0" x 6'8" ‡	FCM81000 ■ 2'0" x 8'0" 2'4" x 8'0" 2'6" x 8'0" 2'8" x 8'0" 2'10" x 8'0" 3'0" x 8'0"

Fiber-Classic® Oak Collection™

									
FC31 2'8" x 6'8" 2'10" x 6'8" 3'0" x 6'8"	FC809 2'8" x 6'8" ‡ 2'10" x 6'8" 3'0" x 6'8"	FC862 2'8" x 8'0" 2'10" x 8'0" 3'0" x 8'0"	FCF808 🔥 2'8" x 6'8" 2'10" x 6'8" 3'0" x 6'8"	FC755 2'8" x 6'8" 2'10" x 6'8" 3'0" x 6'8"	FC134 2'8" x 6'8" 2'10" x 6'8" 3'0" x 6'8"	FC60* FCF160 🔥 2'6" x 6'8" ‡ 2'8" x 6'8" ‡ 2'10" x 6'8" ‡ 3'0" x 6'8" ‡	FC860 2'8" x 8'0" 2'10" x 8'0" 3'0" x 8'0"	1000 ■ FCF1000 ■ 🔥 2'0" x 6'8" 2'4" x 6'8" 2'6" x 6'8" ‡ 2'8" x 6'8" ‡ 2'10" x 6'8" ‡ 3'0" x 6'8" ‡	81000 ■ 2'0" x 8'0" 2'4" x 8'0" 2'6" x 8'0" 2'8" x 8'0" 2'10" x 8'0" 3'0" x 8'0"

Smooth-Star®

all wood

										
S93 2'8" x 6'8" 2'10" x 6'8" 3'0" x 6'8"	S220* SSF220 🔥 2'8" x 6'8" ‡ 2'10" x 6'8" ‡ 3'0" x 6'8" ‡	S8200 SSF8200 🔥 2'8" x 8'0" 2'10" x 8'0" 3'0" x 8'0"	S1100 SSF1100 🔥 2'8" x 6'8" 2'10" x 6'8" 3'0" x 6'8"	S81100 SSF81100 🔥 2'8" x 8'0" 2'10" x 8'0" 3'0" x 8'0"	S120 SSF120 🔥 2'8" x 6'8" 2'10" x 6'8" 3'0" x 6'8"	S8120 SSF8120 🔥 2'8" x 8'0" 2'10" x 8'0" 3'0" x 8'0"	S200 2'6" x 6'8" 2'8" x 6'8" 2'10" x 6'8" 3'0" x 6'8"	S897 2'8" x 8'0" 2'10" x 8'0" 3'0" x 8'0"	S205 SSF205 🔥 2'8" x 6'8" 2'10" x 6'8" 3'0" x 6'8"	S8201 2'8" x 8'0" 2'10" x 8'0" 3'0" x 8'0"

Key

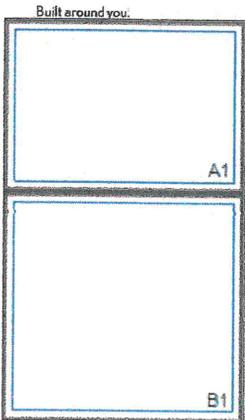
- No Stile Lines
- ‡ 7'0" Height Available
- 🔥 20-Minute Fire-Rated
- 🔥 NOT Available Fire-Rated
- Stock

*Available with elevated 10" bottom rail.
Note: Finish colors may vary from an actual application due to fluctuations in finishing or printing. Product images show exterior side of door.

LINE ITEM QUOTES

The following is a schedule of the windows and doors for this project. For additional unit details, please see Line Item Quotes. Additional charges, tax or Terms and Conditions may apply. Detail pricing is per unit.

Line #1	Mark Unit:	Net Price:		2,498.40
Qty: 4		Ext. Net Price:	USD	9,993.60



As Viewed From The Exterior

Entered As: Size by Units
 RO 69" X 110 3/4"
 Egress Information A1, B1
 No Egress Information available.

Bronze Clad Exterior
 Primed Pine Interior54.72
 1W2H - Rectangle Assembly
 Assembly Rough Opening
 69" X 110 3/4"

Unit: A1896.40
 Clad Ultimate Casement Picture
 Basic Frame 68" X Call Number 48
 Rough Opening 69" X 47 5/8"
 Bronze Clad Sash Exterior
 Primed Pine Sash Interior
 IG - 3/4" - 1 Lite
 Low E2 w/Argon
 Stainless Perimeter Bar
 Ogee Interior Glazing Profile
 Standard Bottom Rail
 Black Weather Strip
 Solid Wood Covers

Unit: B11,152.00
 Clad Ultimate Casement Picture
 Basic Frame 68" X Call Number 64
 Rough Opening 69" X 63 5/8"
 Bronze Clad Sash Exterior
 Primed Pine Sash Interior
 IG - 3/4" - 1 Lite370.08
 Tempered Low E2 w/Argon
 Stainless Perimeter Bar
 Ogee Interior Glazing Profile
 Standard Bottom Rail
 Black Weather Strip
 Solid Wood Covers

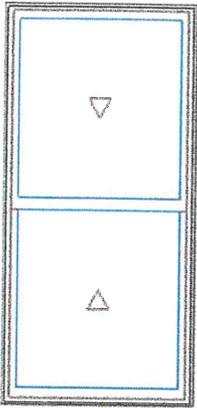
Standard Mull Charge25.20
 4 9/16" Jambs
 Nailing Fin

***Note: This configuration meets a minimum structural performance of DP 20 through either physical testing or calculations in accordance with AAMA 450 and building code requirements. Mull certification ratings may vary from individual unit certification ratings. Reference the mulling chapter of the ADM for additional information.
 ***Note: Unit Availability and Price is Subject to Change

Line #2	Mark Unit:	Net Price:		522.00
Qty: 10		Ext. Net Price:	USD	5,220.00



Stone White Exterior
 White Interior43.20
 Integrity Traditional Double Hung456.48
 Wood-Ultrex
 CN 3672
 Rough Opening 36 1/2" X 72 1/4"
 Top Sash
 IG - 1 Lite
 Low E2 w/Argon
 Stainless Perimeter Bar
 Bottom Sash
 IG - 1 Lite
 Low E2 w/Argon
 Stainless Perimeter Bar
 White Interior Weather Strip Package

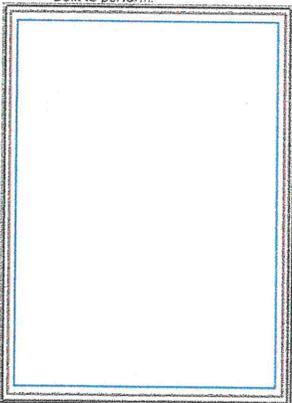


As Viewed From The Exterior

- White Sash Lock
- Exterior Aluminum Screen
- Stone White Surround
- Charcoal Fiberglass Mesh
- 4 9/16" Jamb
- Nailing Fin
- ***Note: Unit Availability and Price is Subject to Change

Entered As: CN
 CN 3672
 RO 36 1/2" X 72 1/4"
Egress Information
 Width: 32 3/8" Height: 30 31/32"
 Net Clear Opening: 6.96 SqFt

Line #3	Mark Unit:	Net Price:		659.52
Qty: 1		Ext. Net Price:	USD	659.52



As Viewed From The Exterior

- Stone White Exterior
- White Interior
- Integrity Traditional Double Hung Picture
- Wood-Ultrex
- CN 5472
- Rough Opening 54 1/2" X 72 1/4"
- IG - 1 Lite
- Low E2 w/Argon
- Stainless Perimeter Bar
- 4 9/16" Jamb
- Nailing Fin
- ***Note: Unit Availability and Price is Subject to Change

Entered As: CN
 CN 5472
 RO 54 1/2" X 72 1/4"
Egress Information
 No Egress Information available.

Line #4	Mark Unit:	Net Price:		307.44
Qty: 3		Ext. Net Price:	USD	922.32



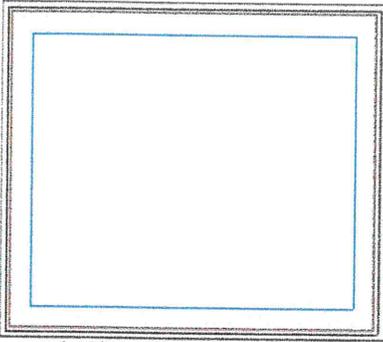
- Stone White Exterior
- White Interior
- Integrity Awning - Stationary
- Wood-Ultrex
- CN 3327
- Rough Opening 33" X 27 5/8"
- IG - 1 Lite
- Low E2 w/Argon
- Stainless Perimeter Bar
- 4 9/16" Jamb
- Nailing Fin
- ***Note: Unit Availability and Price is Subject to Change

UNIT SUMMARY

The following is a schedule of the windows and doors for this project. For additional unit details, please see Line Item Quotes.

Additional charges, tax or Terms and Conditions may apply. Detail pricing is per unit.

NUMBER OF LINES: 4		TOTAL UNIT QTY: 18		EXT NET PRICE: USD		16,795.44
LINE	MARK UNIT	BRAND	ITEM	NET PRICE	QTY	EXTENDED NET PRICE
1		Marvin	Clad Marvin Assembly RO 69" X 110 3/4" Entered as Size by Units	2,498.40	4	9,993.60
2		Integrity	Wood-Ultrex Traditional Double Hung CN 3672 RO 36 1/2" X 72 1/4" Entered as CN 3672	522.00	10	5,220.00
3		Integrity	Wood-Ultrex Traditional Double Hung Picture CN 5472 RO 54 1/2" X 72 1/4" Entered as CN 5472	659.52	1	659.52
4		Integrity	Wood-Ultrex Awning CN 3327 RO 33" X 27 5/8" Entered as CN 3327	307.44	3	922.32



As Viewed From The Exterior

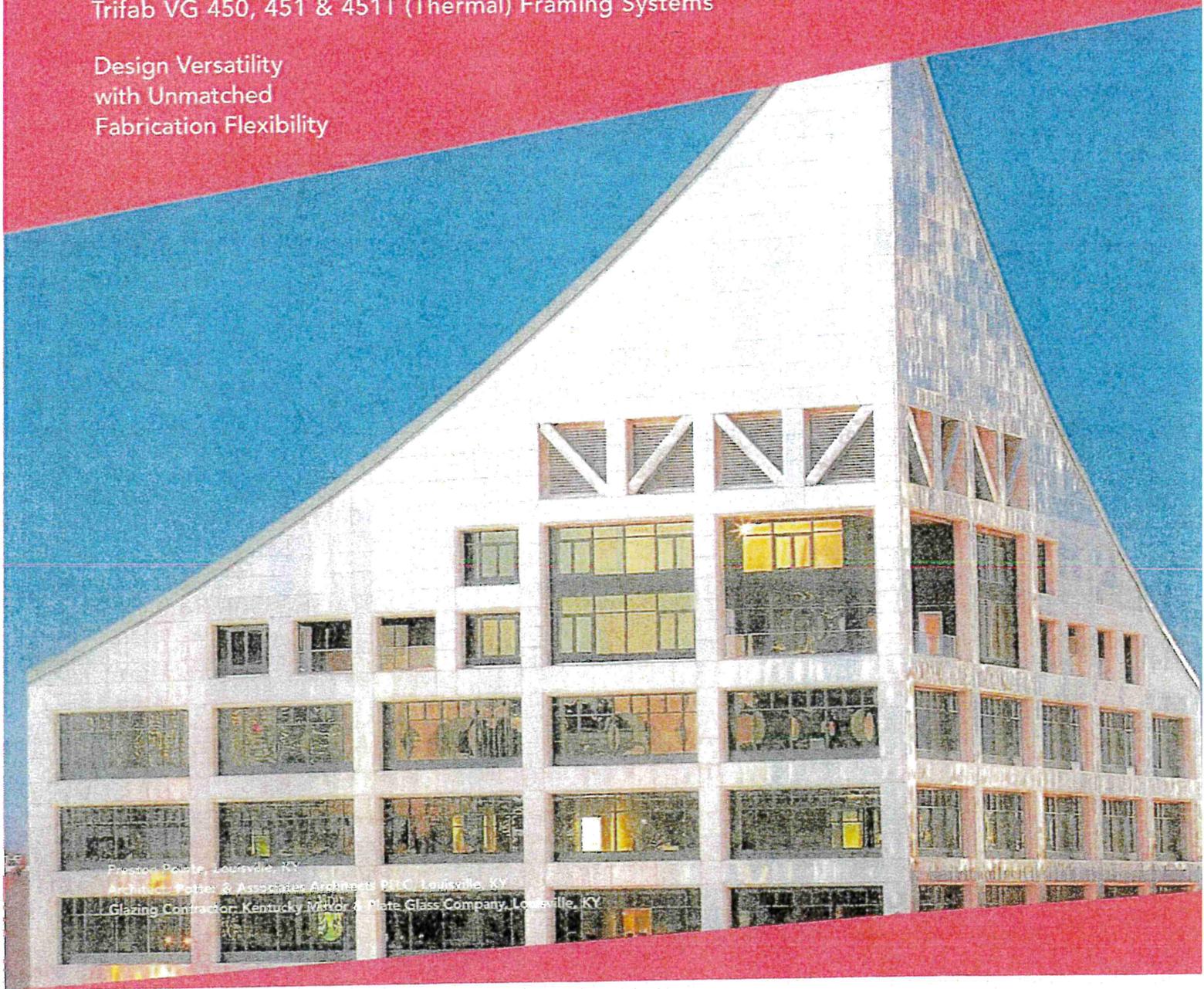
Entered As: CN
CN 3327
RO 33" X 27 5/8"
Egress Information
No Egress Information available.

Project Subtotal Net Price: USD	16,795.44
5.100% Sales Tax: USD	856.57
Project Total Net Price: USD	17,652.01

Trifab® VG (VersaGlaze®)

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

Design Versatility
with Unmatched
Fabrication Flexibility



Preston Peeler, 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

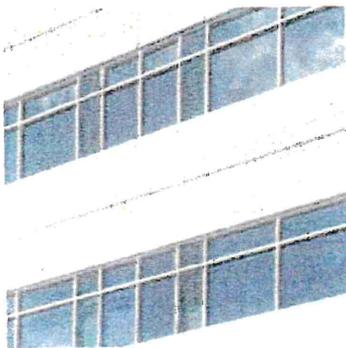
Trifab® 450 has 1-3/4" sight lines and both Trifab® 451 and Trifab® 451T have 2" sight lines, while all three have a 4-1/2" frame depth. Designers can not only choose front, center or back glass planes, they can now add the versatility of multi-plane glass applications, thus allowing a greater range 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 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

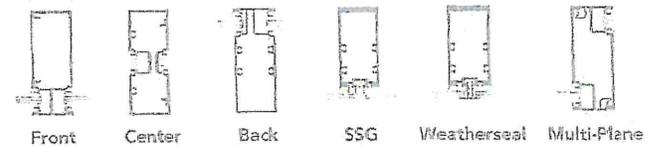
Kawneer's IsoLock™ Thermal Break option is available on Trifab® VG 451T. This process creates a composite section and prevents dry shrinkage.

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)

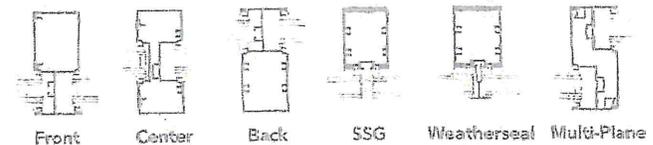
Performance Test Standards

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-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.

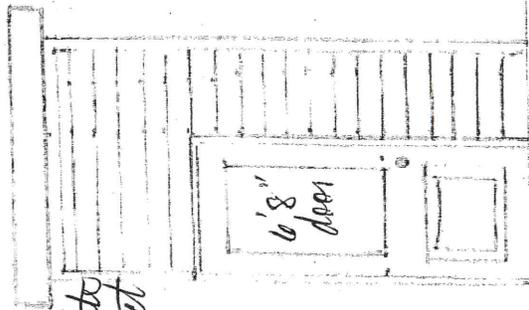
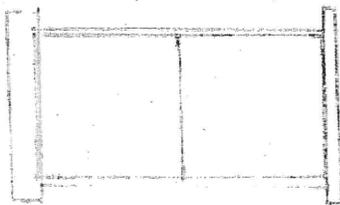
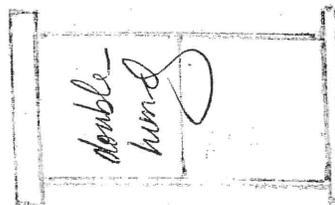
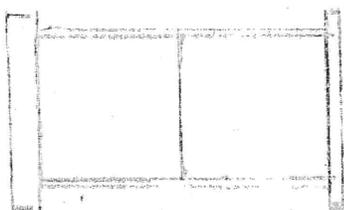
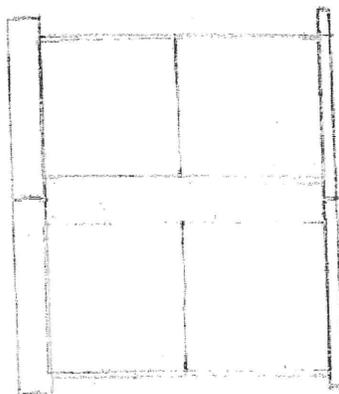
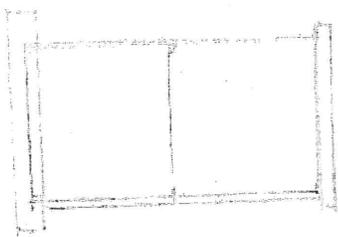
Kawneer Company, Inc.
Technology Park / Atlanta
555 Guthridge Court
Norcross, GA 30092

kawneer.com
770 . 449 . 5555

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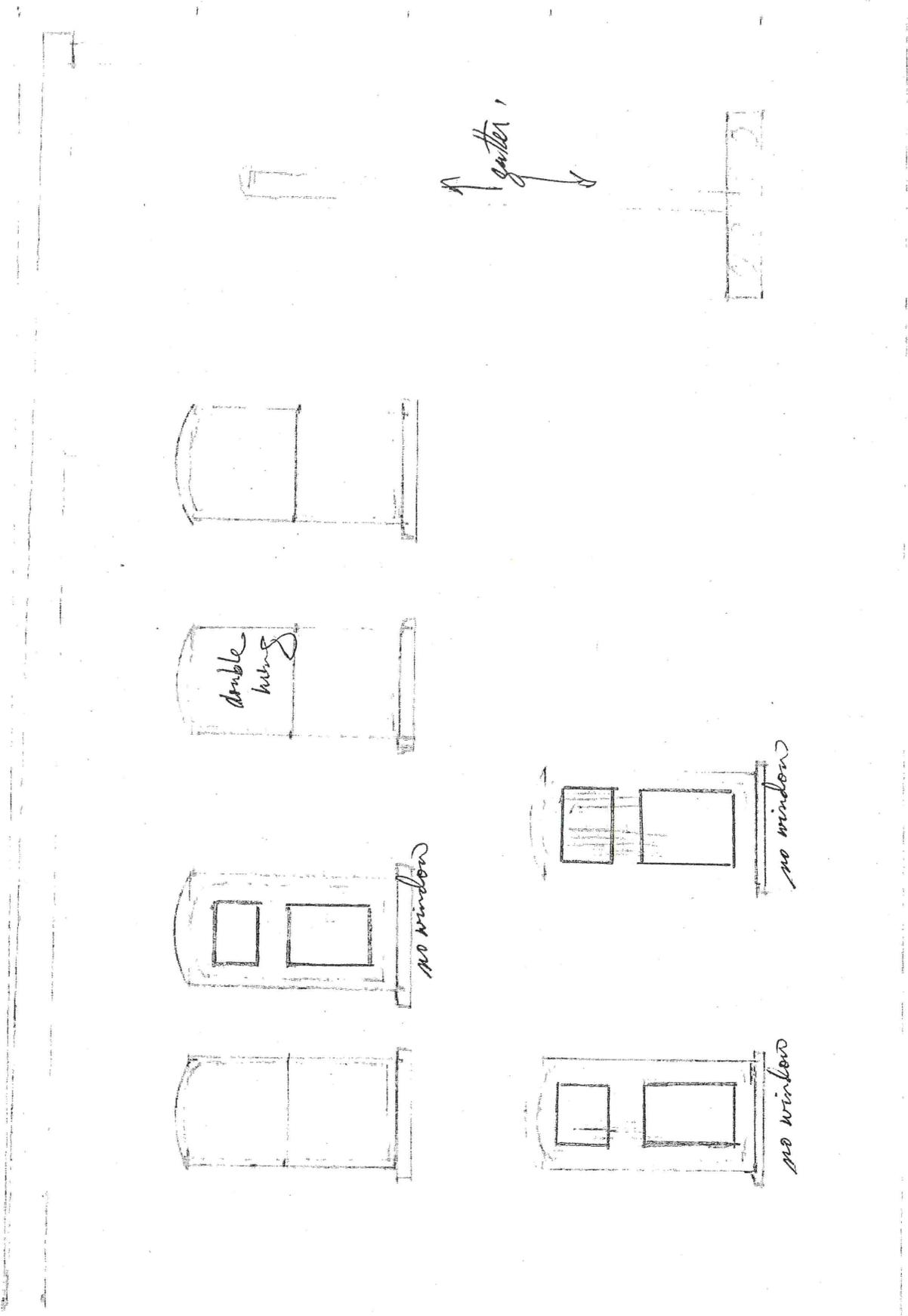


side



composite product





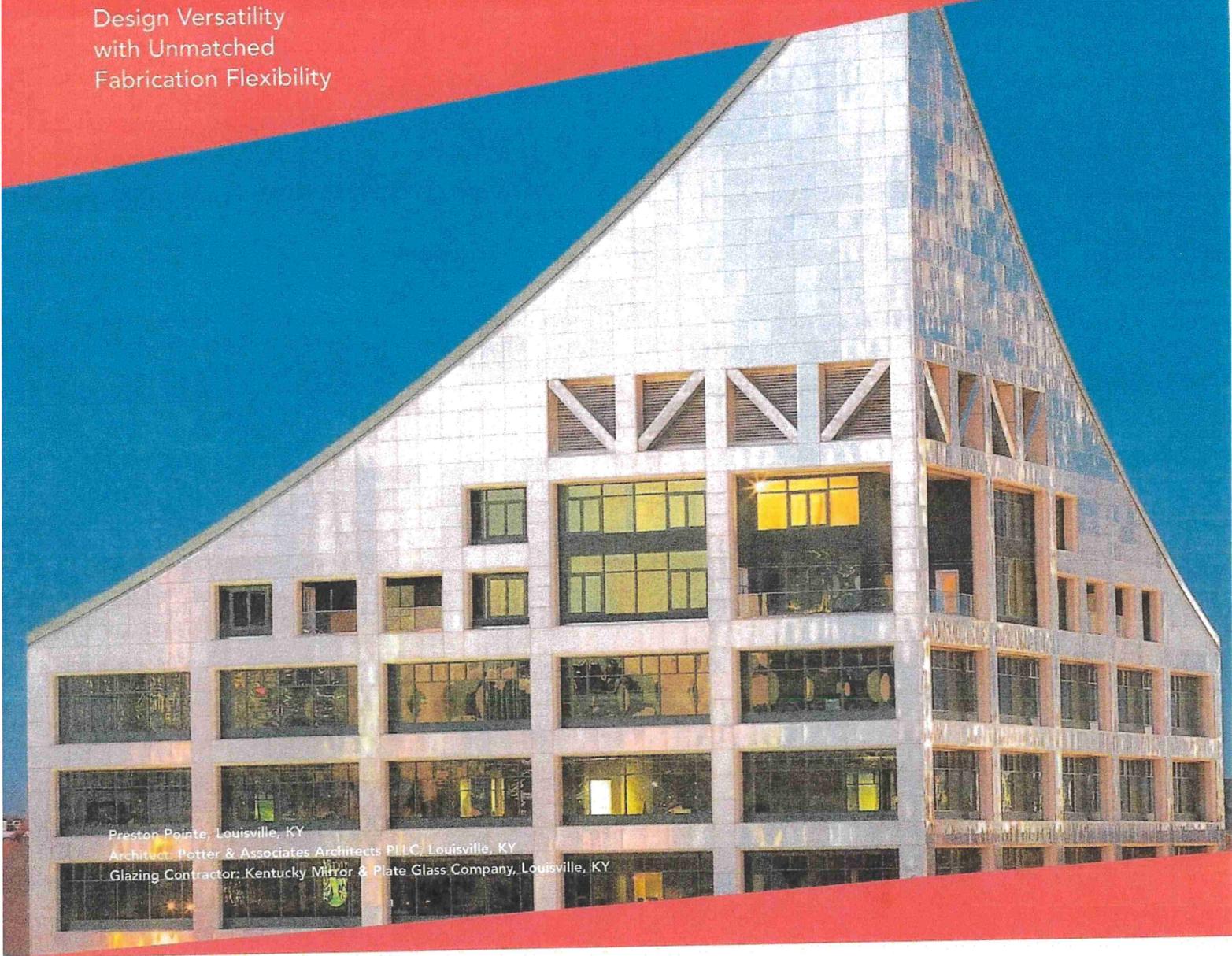
back



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

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Aesthetics

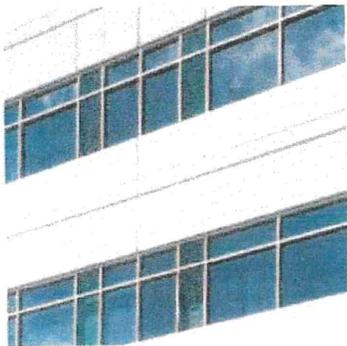
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Economy

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- **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

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

Performance

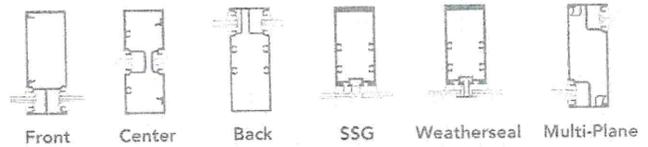
Kawneer's IsoLock™ Thermal Break option is available on Trifab® VG 451T. This process creates a composite section and prevents dry shrinkage.

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.

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

kawneer.com
770 . 449 . 5555



Sure Klean® Heavy Duty Paint Stripper Paint, Coating & Graffiti Removers Specification

Specifier Note: The information provided below is intended to guide the Architect in developing specifications for products manufactured by PROSOCO, Inc. and should not be viewed as a complete source of information about the product(s). The Architect should always refer to the Product Data Sheet and MSDS for additional recommendations and for safety information. See also PROSOCO Section 04900 Masonry Restoration & Cleaning.

Specifier Note: Paragraph below is for PART 1 GENERAL, Quality Assurance.

Test Area

Test a minimum 4 ft. by 4 ft. area on each type of masonry. Use manufacturer's application instructions. Let the test panel dry 3 to 7 days before inspection. Keep test panels available for comparison throughout the cleaning project.

Specifier Note: Paragraphs below are for PART 2 PRODUCTS, Manufacturers and Products.

Manufacturer: PROSOCO, Inc., 3741 Greenway Circle, Lawrence, KS 66046. Phone: (800) 255-4255; Fax: (785) 830-9797. E-mail: CustomerCare@proso.com

Product Description

Sure Klean® Heavy Duty Paint Stripper, an alkaline formula with organic solvents, removes multiple layers of paint and graffiti from masonry surfaces. This "slow-working," extended-contact remover, remains active for 24 hours. One application of Heavy Duty Paint Stripper dissolves heavy accumulations of paint, most spray paint, lacquers and graffiti, restoring old masonry to its original appearance. Following paint removal, the masonry must be neutralized with the appropriate Sure Klean® product. Heavy Duty Paint Stripper contains no methanol, methylene chloride, or chlorinated solvents, and is water rinsable and nonflammable.

Technical Data

FORM: White gel

SPECIFIC GRAVITY: 1.293

pH: 14

WT./GAL.: 10.6 lbs.

TOTAL SOLIDS: N/A

ACTIVE CONTENT: N/A

FLASH POINT: > 200 degrees F (> 93 degrees C) ASTM D3278

FREEZE POINT: < -22 degrees F (< -30 degrees C)

SHELF LIFE: 2 years in tightly sealed, unopened container.

Limitations

- Product efficiency is reduced during cold weather. Surface and air temperatures should be at least 50 degrees F (10 degrees C) during application.
- Contains highly alkaline ingredients. Neutralize treated surfaces with Sure Klean® Limestone & Masonry Afterwash or other appropriate Sure Klean® cleaner.
- Do not use on wood. Alkaline ingredients raise the grain of wood and may interfere with paint adhesion or performance.
- Not appropriate for metal surfaces.

Specifier Note: Paragraphs below are for PART 3 EXECUTION, Installation.

Application

Before applying, read "Preparation" and "Safety Information" sections in the Manufacturer's Product Data Sheet for Heavy Duty Paint Stripper. Do not dilute or alter. Stir or mix well before use.

1. Remove all loose and peeling paint using pressure water or scraper. Let surface dry thoroughly.
2. Apply approximately 1/8 inch coat of stripper.
3. Leave paint stripper on the surface until the paint is obviously "lifted" or dissolved. If stripper is left on the surface unattended, take precautions to prevent pedestrians from coming near treated surfaces.
4. Using pressure-rinsing equipment and working from the bottom of the treated surface to the top, thoroughly rinse the stripper and solubilized paint from the surface. Use as much water as possible. The best combination of rinsing pressure and water volume is provided by masonry washing equipment generating 400-1000 psi with a water flow rate of 6-8 gallons per minute delivered through a 15-45 degree fan spray tip. Equipment should be adjustable to reduce water flow rate and rinsing pressure as required for controlled cleaning of more sensitive surfaces. See also "Equipment" section of the Product Data Sheet.
5. Reapply stripper if needed. Shorter dwell times are usually enough on second applications where only a little paint remains.

Surface Neutralization

When all paint has been removed, treated surfaces must be neutralized by applying a solution of Sure Klean[®] Limestone & Masonry Afterwash pursuant to the application instructions on the product label.

6. Brush apply the prepared Afterwash to treated surfaces in a gentle scrubbing manner. Let Afterwash stay on the surface 3 to 5 minutes.
7. Rinse the treated area thoroughly. Remove all traces of paste residue and solubilized paint coatings. Note: When rinsing, heated water (150-180°F; 65-82°C) improves removal efficiency and reduces rinse water and liquid waste.
8. Using pH papers, pH pen or pH indicator solutions, check treated surfaces to ensure neutralization has been achieved. Repeat steps 6-7 above if needed until surface pH is 5.0 to 9.0.
9. Let neutralized surface dry thoroughly. Before applying new surface coatings, check the cleaned surface again using pH papers, pH pen or pH indicator solutions. Check that surface pH is neutral. Inadequate neutralization may cause surface discoloration or failure of new surface coatings.

Note: When removing 15-20 coats of paint, a second application directly over the first application (before rinsing) often improves stripping efficiency. Let the first coat dwell for the predetermined time before the second application.

Specifier Note: Failure to neutralize the surface may result in an alkaline residue that may cause unsightly white haze and interfere with adhesion of clear sealers and paint coatings. If the waste generated through paint stripping operations is classified as "hazardous," contractors must consult and comply with current federal, state and local regulations regarding containment, transport and disposal of hazardous waste. See also "Lead-Based Paint Removal" section of the manufacturer's product data sheet.