

AGENDA
CITY OF BERLIN
COMMON COUNCIL MEETING
TUESDAY, AUGUST 11, 2020 7:00 PM
COUNCIL CHAMBERS, BERLIN CITY HALL, 2ND FLOOR
MEETING IS OPEN TO THE PUBLIC & CITY HALL IS HANDICAPPED ACCESSIBLE
<https://zoom.us/j/83089886945>
1 312 626 6799 US TOLL-FREE
Meeting ID: 830 8988 6945

1. Call to order/Roll Call
2. Virtual Attendees Seated (if necessary)
3. State Mask Mandate and What It Means at Public Meetings. RECOMMENDATION:
Discussion only. No action required.
4. General Public Comments. Registration card required (located at podium in Council Chamber).

CONSENT AGENDA: The Consent Agenda contains items which staff considers to be routine and have already been discussed and recommended by a committee, board or commission at a previous meeting. Staff recommends that Council act on all of these items on a single roll call vote. If any member of Council wishes to have any item removed from the Consent Agenda and discussed, the Council member may request that item be removed from the Consent Agenda prior to the adoption.

5. Waive the reading of ordinances and resolutions. RECOMMENDATION: Waive the reading of all ordinances and resolutions adopted at this meeting.
6. Written reports from the City Clerk, Treasurer, and Building Inspector.
RECOMMENDATION: Receive and place on file the written reports from the City Clerk, Treasurer, and Building Inspector.
7. Minutes from the July 14, 2020 Common Council Meeting. RECOMMENDATION:
Approve the minutes.
8. Resolution Providing for the Sale of \$2M General Obligation Promissory Notes.
RECOMMENDATION: Accept the Committee of the Whole recommendation to approve Resolution #20-13 Authorizing \$2.0M General Obligation Bonds for Street Improvement Projects.
9. Property Issues at 218 S. Grove Street. RECOMMENDATION: Accept the Committee of the Whole recommendation to place a raze or repair order on the property at 218 S. Grove Street.
10. Chicken Keeping Ordinance. RECOMMENDATION: Accept the Plan Commission recommendation to approve Ordinance #07-20 Amending Code Relating to Keeping of Chickens in Residential Districts.

11. Ordinance Annexing Territory to the City of Berlin. RECOMMENDATION: Accept the Plan Commission recommendation to approve the annexation petition from Bohn Farms Inc. and adopt Ordinance #08-20 Annexing Territory to the City of Berlin, specifically parcels 002-00260-0000, 002-00261-0000, and 002-00264-0000.
12. Updates to Election Ordinances. RECOMMENDATION: Accept the Committee of the Whole recommendation to direct the City Attorney to draft ordinance changes regarding changing the number of election officials and establishing split shifts for election officials.
13. RLF Loan Subordination Request for Nelson Name Plate Company. RECOMMENDATION: Accept the Berlin Community Development Corporation recommendation to subordinate the current CDBG RLF loan with Nelson Name Plate Company for refinancing purposes and approve appropriate signatures on Subordination Agreement.
14. Bills List. RECOMMENDATION: Approve the list of bills for payment.

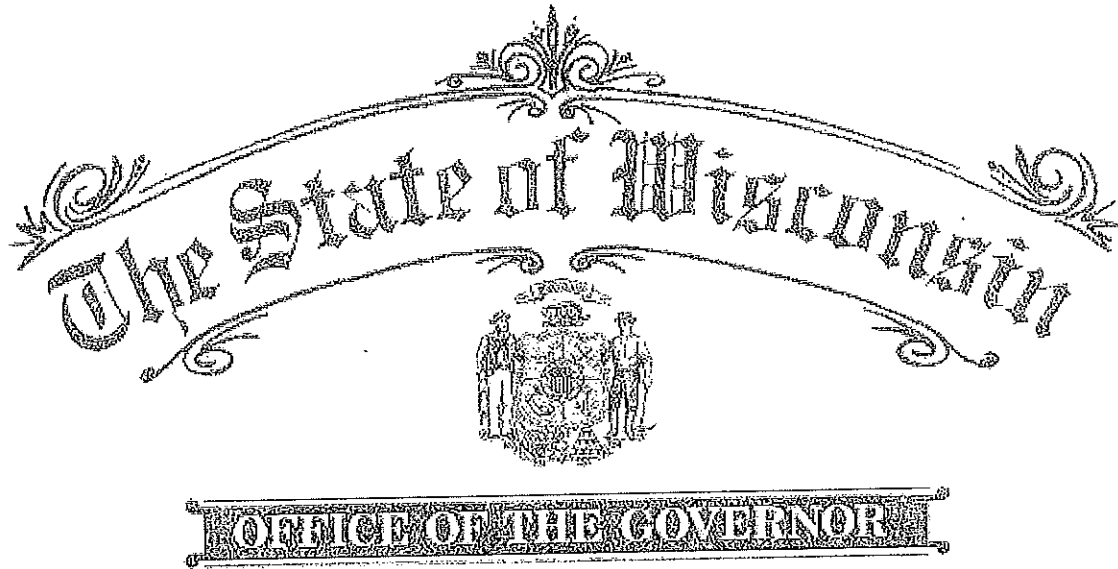
END OF CONSENT AGENDA

15. Health Insurance Renewal. RECOMMENDATION: 1) Waive Committee of the Whole discussion on this item; and 2) Listen to presentation and action as appropriate on health insurance renewal.
16. MOU for LeadsOnline with Green Lake County Sheriff's Office. RECOMMENDATION: 1) Waive Committee of the Whole discussion on this item; and 2) Approve the Memorandum of Understanding between Green Lake County Sheriff's Office and the City of Berlin Police Department for use of and cost sharing of LeadsOnline database/software program.
17. CARES Act Routes to Recovery Program. RECOMMENDATION: Discussion on qualifying expenditures necessary to respond to the public health emergency and action as appropriate.
18. Creation of Travel & Tourism Commission. RECOMMENDATION: Accept the Committee of the Whole recommendation to approve the creation of a Travel & Tourism Commission and approve and adopt Ordinance #09-20 Creating a Travel & Tourism Commission.
19. Interim Police Chief JD Lind Resignation. RECOMMENDATION: Acknowledge resignation of Interim Police Chief JD Lind and Appreciation for his service.
20. Appointment to Oakwood Cemetery Board. RECOMMENDATION: Accept the Mayoral appointment of Nancy Gimenez to the Oakwood Cemetery Board for term ending April 30, 2022.
21. Appointment to Committee on Aging. RECOMMENDATION: Accept the Mayoral appointment of Jim Jodarski to the Committee on Aging for term expiring April 30, 2023.
22. Appointment to Committee on Aging. RECOMMENDATION: Accept the Mayoral appointment of Judy Hale to the Committee on Aging for term expiring April 30, 2023.
23. Amendment to Rendezvous Class "B" Beer and "Class B" Liquor License Premises. RECOMMENDATION: Approve the Class "B" Beer and "Class B" Intoxicating Liquor License amendment of premises for Rendezvous, owner Mark Vandre for 114 N. Capron

Street for the remaining license year thru June 30, 2021.

24. Original Alcohol Beverage Retail License and Outdoor Activity Application from The Triple Belt Corporation. RECOMMENDATION: Approve the Class "B" Beer and "Class B" Intoxicating Liquor License and Outdoor Activity Permit for The Triple Belt Corporation, Trade Name "City Inn", Agent Joyce K. LaBuda for 689 Broadway Street for the remaining license year thru June 30, 2021.
25. Appeal of Bartender License Application Denial. RECOMMENDATION: Review submitted appeal of Patrick Michael Hatton's operator license denial and action as appropriate.
26. Review of Parliamentary Procedure. RECOMMENDATION: Discussion only. No action required.
27. Virtual or Electronic Committee of the Whole Meetings. RECOMMENDATION: Discuss virtual meeting attendance at future Committee of the Whole meetings through December 31, 2020 and action as appropriate.
28. Old Business (To be used to request items of old business be put on a future agenda for further discussion or action; or used to make a motion for reconsideration of an item from the current meeting or immediately previous meeting; or to make a motion to take items off the table which were laid on the table only during the current meeting.)
29. New Business (To be used to request items of new business be put on a future agenda)
30. Public Appearances
31. Motion to convene into closed session pursuant to WI §19.85(e) to deliberate or negotiate the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session (*Student Resource Officer contract with Berlin Area School District and 2) Paramedic Intercept Contract with Southern Green Lake Ambulance Service (if necessary); and 3) Union Contract Amendment regarding lateral transfers and 4) Agreement and Amendment to Union Contract for Student Resource Officer position*)
32. Reconvene into open session and take appropriate action as a result of closed session discussion.
33. Adjourn.

Note: In adherence to the City of Berlin Public Meeting Participation Policy, public participation will be allowed under each agenda item at the discretion of the presiding officer, with the exception of the Consent Agenda. Attendees must register their intention to participate on either a general comments section or a specific agenda item prior to the meeting by filling out a Registration Card, which can be obtained from the Internet, City Clerk's office or in the City Hall Council Chambers at the podium. Registration Cards should be turned in prior to the meeting to either the presiding officer or City Clerk.



EMERGENCY ORDER #1

Relating to preventing the spread of COVID-19 by requiring face coverings in certain situations

WHEREAS, on July 30, 2020, I issued Executive Order #82, declaring a public health emergency to combat the uncontrolled spread of COVID-19 throughout the State of Wisconsin;

WHEREAS, on July 26, 2020, the President's COVID-19 task force recommended that Wisconsin consider adopting a statewide face covering requirement due to the increasing number of confirmed COVID-19 cases;

WHEREAS, face coverings are a proven, effective way to slow the spread of COVID-19 without having a significant impact on people's day-to-day lives;

WHEREAS, the Centers for Disease Control (CDC) has called on Americans to wear face coverings, with the CDC director stating, "[c]loth face coverings are one of the most powerful weapons we have to slow and stop the spread of the virus – particularly when used universally within a community setting. All Americans have a responsibility to protect themselves, their families, and their communities";

WHEREAS, published scientific research has shown that the probability of transmission during exposure between a person infected with COVID-19 to an uninfected person is 17.4 percent if face coverings are not worn, and 3.1 percent if face coverings are worn;

WHEREAS, modeling by the University of Washington's Institute for Health Metrics and Evaluation estimates that a face covering requirement in Wisconsin could save more than 500 lives by October 1 if 95 percent of Wisconsinites wear a face covering in public;

WHEREAS, states across the nation have recognized the importance and effectiveness of face coverings, with 31 states implementing requirements for face coverings in different settings, including: Alabama, Arkansas, California,

WHEREAS, all Wisconsinites are called upon to join in the collective effort to stop the devastating impact of COVID-19 by wearing a face covering, not harassing or threatening Wisconsinites who wear a face covering, and showing patience and compassion for those who are unable to wear a face covering safely;

WHEREAS, “Our Constitution principally entrusts ‘[t]he safety and the health of the people’ to the politically accountable officials of the States ‘to guard and protect.’” *S. Bay United Pentecostal Church v Newsom*, 140 S. Ct. 1613, (Mem)-1614 (2020) (quoting *Jacobson v. Massachusetts*, 197 U.S. 11, 38 (1905));

WHEREAS, Section 323.12(4)(b) of the Wisconsin Statutes authorizes the Governor to issue “such orders as he or she deems necessary for the security of persons and property” during an emergency; and

WHEREAS, based on input from state and local public health officials, medical professionals, and business leaders, I have determined that a statewide face covering requirement is necessary to protect persons throughout the State of Wisconsin from COVID-19.

NOW, THEREFORE, I, TONY EVERS, Governor of the State of Wisconsin, by the authority vested in me by the Constitution and the laws of this state, and specifically Section 323.12 of the Wisconsin Statutes, hereby order the following:

1. DEFINITIONS.

- a. “Enclosed space” means a confined space open to the public where individuals congregate, including but not limited to outdoor bars, outdoor restaurants, taxis, public transit, ride-share vehicles, and outdoor park structures.
- b. “Face covering” means a piece of cloth or other material that is worn to cover the nose and mouth completely. A “face covering” includes but is not limited to a bandana, a cloth face mask, a disposable or paper mask, a neck gaiter, or a religious face covering. A “face covering” does not include face shields, mesh masks, masks with holes or openings, or masks with vents.
- c. “Physical distancing” means maintaining at least six feet of distance from other individuals who are not members of your household or living unit.

2. FACE COVERING REQUIRED. Every individual, age five and older, in Wisconsin shall wear a face covering if both of the following apply:

- a. The individual is indoors or in an enclosed space, other than at a private residence; and;
- b. Another person or persons who are not members of individual’s household or living unit are present in the same room or enclosed space.

Face coverings are strongly recommended in all other settings, including

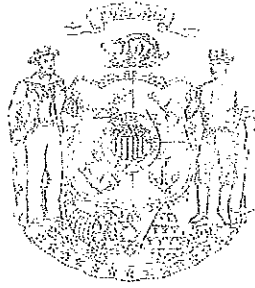
- iii. While obtaining a service that requires the temporary removal of the face covering, such as dental services.
 - iv. While sleeping.
 - v. While swimming or on duty as a lifeguard.
 - vi. While a single individual is giving a religious, political, media, educational, artistic, cultural, musical, or theatrical presentation for an audience, the single speaker may remove the face covering when actively speaking. While the face covering is removed, the speaker must remain at least 6 feet away from all other individuals at all times.
 - vii. When engaging in work where wearing a face covering would create a risk to the individual, as determined by government safety guidelines.
 - viii. When necessary to confirm the individual's identity, including when entering a bank, credit union, or other financial institution.
 - ix. When federal or state law or regulations prohibit wearing a face covering.
- b. In accordance with CDC guidance, the following individuals are exempt from the face covering requirement in Section 2:
- i. Children between the ages of 2 and 5 are encouraged to wear a mask when physical distancing is not possible. The CDC does not recommend masks for children under the age of 2.
 - ii. Individuals who have trouble breathing.
 - iii. Individuals who are unconscious, incapacitated, or otherwise unable to remove the face covering without assistance.
 - iv. Individuals with medical conditions, intellectual or developmental disabilities, mental health conditions, or other sensory sensitivities that prevent the individual from wearing a face covering.
 - v. Incarcerated individuals. The Wisconsin Department of Corrections shall continue to comply with COVID-19 protocols to ensure the health and safety of its staff and individuals in its care. Local governments are strongly encouraged to continue or create COVID-19 protocols to ensure the health and safety of their staff and individuals in their care.

- 7. ENFORCEMENT.** This order is enforceable by civil forfeiture of not more than \$200. Wis. Stat. § 323.28.
- 8. SEVERABILITY.** If any provision of this Order or its application to any person or circumstances is held to be invalid, the remainder of the Order, including the application of such part or provision to other individuals or circumstances, shall not be affected and shall continue in full force and effect. To this end, the provisions of this Order are severable.
- 9. DURATION.** This Order shall enter into effect at 12:01 am on Saturday, August 1, 2020. This Order shall expire on September 28, 2020, or by a subsequent superseding emergency order.

IN TESTIMONY WHEREOF, I have hereunto set my hand and caused the Great seal of the State of Wisconsin to be affixed. Done at the Capitol in the City of Madison this thirtieth day of July in the year of two thousand twenty.

TONY EVERS
Governor

State of Wisconsin



Why are face coverings required?

Cloth face coverings (or face masks) are recommended by the Centers for Disease Control (CDC), the Wisconsin Department of Health Services (DHS), and healthcare professionals as an easy way to help prevent respiratory droplets from traveling into the air and onto other people when the person wearing the cloth face covering coughs, sneezes, talks, or raises their voice.

Rates of COVID-19 have significantly increased in Wisconsin as more people return to work and have more interactions in public. Wearing face coverings is the simplest way to slow and prevent the spread of COVID-19 virus without requiring people stay in their homes.

When do I need to wear a face covering?

You need to wear a face covering whenever you are indoors or in an enclosed space, other than a private residence, and other people are present in the same room or space. For example, you must wear a mask while you are shopping in a store or using a taxi.

When do I *not* need to wear a face covering?

You do not need to wear a face covering if:

- you are at a private residence;
- you are outside; or
- you are indoors and no one else is present.

You can also remove your face covering in the following situations:

- When you are eating or drinking.
- When you are communicating with someone who is deaf or hard of hearing and you cannot communicate while wearing a mask.
- While sleeping (e.g., firefighters sleeping at a fire station).
- While swimming or being on duty as a life guard.
- When you are giving a religious, political, media, educational, artistic, cultural, musical, or theatrical presentation for an audience, so long as you have at least 6 feet between you and other individuals.
- When you are working if wearing a face covering poses a safety risk, as determined by government safety guidelines or regulations.
- When you need to temporarily remove your face covering to confirm your identity, such as entering a bank, credit union, or other financial institution or when having to show that you match your identification card when buying alcohol.
- When engaging in activities where federal or state law or regulations prohibit wearing a face covering.

Do I need to wear a face covering indoors, even if I can physically distance from other people at all times?

Yes, you need to wear a face covering indoors unless you are at a private residence or you're the only person in the room.

Do I need to wear a face covering when I exercise?

It depends on where you are exercising. You do not need to wear a face covering if you are exercising in a private residence or outdoors. For example, you do not need to wear a mask if you are riding your bike on a trail. But you do need to wear a face covering if you are exercising indoors or in an enclosed space and other people are present, such as a gym, a cycling studio, or hotel workout room.

Do I need to wear a face covering when eating, drinking, or sleeping in indoor places other than my home?

No. But you must put your face covering on again when you are done with these activities. For example, while you're waiting for your table or waiting for a server to come take your order, keep your mask on. This includes outdoor restaurant and bar areas.

I have a medical condition that prevents me from wearing a face covering. Do I need documentation to prove that I don't need to wear a face covering in public?

No. You are not required to carry documentation to prove that you do not need to wear a face covering in public.

Does this order apply to private residences that are also used for business activity, such as a massage therapist who operates out of their home?

No, the order does not apply to private residences.

Where can I get a face covering?

You can make a face covering. The CDC provides both [sew and no-sew instructions](#).

You can buy a face covering from a store, including online stores.

Also, many communities have programs where individuals can get a face covering for free. Check your neighborhood groups and community organizations for such programs.

Can I wear a face shield instead of a face covering?

No. A face shield does not provide the same protections as a face covering. You are free to wear a face shield *in addition* to a face covering. But a face shield cannot be used in place of a face covering that would otherwise be required by this order.

There may be situations where a face shield can be used instead of a face covering if you are engaging in work where wearing a face covering would create a risk to you, as determined by government safety guidelines, or if you are engaging in activities where federal or state law or regulations prohibit wearing a face covering. But that will depend on the specific government safety guidelines.

Are face coverings required inside businesses and office spaces?

Yes, unless an exception applies.

Do I need to wear a face covering when in my car, in a ride-share service, or on public transportation?

The only time you need to wear a face covering in your own car is if you're traveling with people from another household. You have to wear a mask if you're using a ride-share or on public transportation.

Where can I get more information on how to wear a face covering, safe practices for putting it on and taking it off, and when to wash face coverings?

The Wisconsin Department of Health Services (DHS) has information on its website on wearing, cleaning, and making face coverings (<https://www.dhs.wisconsin.gov/covid-19/protect.htm>). Additional information can be found on the U.S. Centers for Disease Control (CDC) website (<https://www.cdc.gov/coronavirus/2019-ncov/prevent-getting-sick/cloth-face-cover-guidance.html>).

Will businesses be required to provide face coverings for their employees or customers?

No. But many businesses may decide to offer face coverings to employees or customers and are encouraged to do so.

How will the face covering order be enforced?

Local and state officials may enforce the order. Violating the order may result in a civil fine up to \$200.

What do I do if I see someone not wearing a mask, even though they should be?

Nothing. Some people have conditions or circumstances that would make wearing a cloth face covering difficult or dangerous. Just wear your mask and stay six feet away.

What do I do if someone is harassing me for wearing a mask?

No one should have to endure harassment, for any reason. Contact your local law enforcement.

What if the town or city I live in already has a face covering or mask order?

The Governor's order sets a minimum bar. If your local government has stricter requirements, those requirements must be followed.

CITY OF BERLIN -- OFFICE OF THE TREASURER

HONORABLE MAYOR AND COMMON COUNCIL OF THE CITY OF BERLIN, WISCONSIN:									
I herewith present my report as City Treasurer for the month ending 7/31/2020									
FUNDS	BEG BALANCE	ADJ/ VOIDS	RECEIPTS	DISBURSEMENTS	BALANCE	INVESTMENTS	INVESTMENTS	TOTAL W/ INVESTMENTS	
GENERAL CITY	\$ 944,291.09		\$ 692,552.38	\$ 467,010.26	\$ 1,169,833.21	\$ 2,100,000.00	\$	\$ 3,269,833.21	
TAX COLLECTION ACCOUNT	\$ 460.84		\$ -	\$ -	\$ 460.84	\$ -	\$	\$ 460.84	
WATER INVESTMENTS	\$ 852,248.17		\$ 272,450.70	\$ 101,530.55	\$ 1,023,168.32	\$ 4,369,760.49	\$	\$ 5,392,928.81	
SEWER INVESTMENTS					\$ -	\$ 2,242,788.52	\$	\$ 2,242,788.52	
SEWER BOND & INT			\$ -		\$ -	\$ -	\$	\$ -	
BOND & INT RESERVE	\$ -				\$ -	\$ -	\$	\$ -	
EQUIP REPLACEMENT FUND	\$ 39,103.91		\$ 4.98		\$ 39,108.89	\$ 1,255,000.00	\$	\$ 1,294,108.89	
CAPITAL PROJECT BORROWING	\$ -			\$ -	\$ -		\$	\$ -	
EMS ACCOUNT	\$ 18,000.45		\$ 32,208.54	\$ 35.00	\$ 50,173.99		\$	\$ 50,173.99	
TOTAL OF ALL FUNDS	\$ 1,854,104.46		\$ 997,216.60	\$ 568,575.81	\$ 2,282,745.25	\$ 9,967,549.01	\$	\$ 12,250,294.26	
FUNDS	BANK STATEMENT BALANCE	ADJUSTMENT	OUTSTANDING CHECKS	AVAILABLE BANK BALANCE					
GENERAL CITY	\$ 1,214,299.37		\$ 44,466.16	\$ 1,169,833.21					
TAX COLLECTION ACCOUNT	\$ 785.80		\$ 324.96	\$ 460.84					
WATER & SEWER	\$ 1,036,575.77		\$ 13,407.45	\$ 1,023,168.32					
SEWER BOND & INT			\$ -	\$ -					
EQUIP REPLACMT FUND	\$ 39,108.89		\$ -	\$ 39,108.89					
CAPITAL PROJECT BORROWING	\$ -		\$ -	\$ -					
EMS ACCOUNT	\$ 50,173.99		\$ -	\$ 50,173.99					
TOTAL OF ALL FUNDS	\$ 2,340,943.82	\$ -	\$ 58,198.57	\$ 2,282,745.25					
					RESPECTFULLY SUBMITTED,				
					<i>Ass - tm The</i>				

Month-End Balance to Bank Statement									
July 31, 2020									
	General City	Capital Project Bonding	EMS Account	Utility	Tax	ERF			SEWER B&I
City's Beginning Balance	944,291.09								
Deposits	692,552.38	-	18,000.45	852,248.17	460.84	39,103.91			
Deposit In Transit		-	32,208.54	272,450.70		4.98			
Payroll	(126,265.06)			(23,928.47)					
A/P Payables	(190,705.89)			(61,094.43)					
Other Payments	(150,039.31)	0.00	(35.00) ###	(18,507.65)	0.00				0.00
TOTAL PAYMENTS	(467,010.26)	0.00	(35.00)	(101,530.55)	0.00				0.00
Outstanding Checks:									
Misc/Bank Error									
Voided Check									
Payroll	2,540.97								
A/P	41,925.19								
TOTAL OUTSTANDING CHECKS	44,466.16			13,407.45	324.96				0.00
Balance	1,214,299.37	-	50,173.99	1,036,575.77	324.96				0.00
Ending Bank Balance	1,214,299.37	-	50,173.99	1,036,575.77	785.80	39,108.89			
					785.80	39,108.89			
WI PS ACH									
WI PS SHARED REVENUE	311,903.98		389.74						
WI PS CONNECT STREET AID	9,423.97								
WI PS STATE TRANSPORT AID	85,500.12								
WI PS STATE FIRE INS	12,493.92								
WI PS COMPUTER AID	46,784.77								
WI PS VIDEO SERVICE	7,108.12								
Monthly City Deposits	209,821.46			224,306.83					
ACH RETURN Krause H S A									
Med B NGS HOCLAIM pmts	8,652.42								
Customer ACH pmts									
Point & Pay			31,618.80	24,984.16					
US HHS STIMULUS PAYMENT				23,063.93					
36 TREAS 310 MISC PAY	928.50								
Tfr Between Accounts	4.00								
Accrued Checking Acct. Interest	131.12			118.19		4.98			0.00
Payments:	692,552.38	-	32,208.54	272,450.70	-	4.98			
Federal Payroll Tax Payments (RS)	51,924.83								
WI Payroll Tax Payments	9,813.95								
Northshore	550.00								
Great West/Wells Fargo	4,887.80								
WI TAX PAYMENT	103.32								
WRF loan pmtg 31-58-10004-800									
WRF Loan Int 31-58-26000-390									
WRF Loan payment									
Service Charge-stop payment									
Direct Deposit Service Fee (ACH)	10.00			59.95					
Retainer	5,148.22		35.00	4.00					
Health Premium	27,649.06								
Returned checks									
WRS Employee Trust Fund	26,246.50			176.89					
Fund Tr									
Credit Card Payment-Elan US Bank	5,850.50								
EMC INSURANCE CO INSURANCE				665.82					
Miscellaneous									
Positive Pay	30.00								
Health Savings Acct EMPLOYER	2,468.75								
Health Savings Acct EMPLOYEE	3,692.14			750.00					
Alliant-Credit Card Payment	11,070.75								
US Cellular	613.49			14850.89					
Fleetcor - Condon									
	150,039.31	-	35.00	16,507.65	-	-			

CITY OF BERLIN BUILDING REPORT JULY 2020

TYPE OF PERMIT	MONTH			YEAR TO DATE			LAST YEAR TO DATE		
	No.	Estimated Value	Permit Cost	No.	Estimated Value	Permit Cost	No.	Estimated Value	Permit Cost
Single Family Residence				2	\$534,000.00	\$2,216.12	1	\$203,000.00	\$1,022.40
Multi-Family Residence				2	\$540,000.00	\$2,973.20	0	\$0.00	\$0.00
Residential Garage	3	\$13,235.00	\$255.00	4	\$25,530.00	\$460.00	1	\$61,000.00	\$412.00
Residential Garage Alteration				1	\$2,500.00	\$50.00	0	\$0.00	\$0.00
Residential Alteration	11	\$96,905.66	\$790.00	58	\$544,389.66	\$4,536.85	28	\$294,490.72	\$2,511.96
Commercial				0	\$0.00	\$0.00	0	\$0.00	\$0.00
Commercial Alteration				4	\$145,225.00	\$1,002.00	4	\$102,000.00	\$775.00
Industrial				0	\$0.00	\$0.00	0	\$0.00	\$0.00
Industrial Alteration				0	\$0.00	\$0.00	0	\$0.00	\$0.00
Signs				4	\$26,099.00	\$286.76	3	\$422.00	\$329.50
Miscellaneous				22	\$38,852.00	\$1,125.00	15	\$31,920.00	\$750.00
Demolition				1	\$6,000.00	\$100.00	1	\$0.00	\$75.00
Hospital				0	\$0.00	\$0.00	0	\$0.00	\$0.00
Church				0	\$0.00	\$0.00	0	\$0.00	\$0.00
School				0	\$0.00	\$0.00	0	\$0.00	\$0.00
Driveways	2	\$11,000.00	\$90.00	7	\$26,800.00	\$330.00	10	\$35,109.00	\$340.00
Trailer Homes				0	\$0.00	\$0.00	0	\$0.00	\$0.00
Total Building Permits	16	\$121,140.66	\$1,135.00	105	\$1,889,395.66	\$13,079.93	63	\$727,941.72	\$6,215.86
Commercial Plan Approval				0	\$0.00	\$0.00	0	\$0.00	\$0.00
Plumbing Permits	2	\$21,455.00	\$205.00	19	\$149,293.00	\$1,107.99	8	\$39,157.00	\$440.00
Electrical Permits	4	\$6,700.00	\$150.00	21	\$78,520.00	\$979.56	22	\$106,400.00	\$1,670.00
Heating Permits	2	\$20,455.00	\$155.00	21	\$194,160.00	\$1,716.20	11	\$126,480.00	\$1,058.43
Total Permit Fees	24	\$169,750.66	\$1,645.00	166	\$2,311,368.66	\$16,883.68	104	\$999,978.72	\$9,384.29

CITY OF BERLIN

08/03/20 8:48 AM

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*Check Summary Register©

JULY 31 2020

Name	Check Date	Check Amt	
Paid Chk# 064760 PQL	7/21/2020	\$133.98	LIGHTBULBS FOR DPW
Paid Chk# 064761 RUNNING INC. TRANSIT SERVIC	7/21/2020	\$13,494.18	TAXI SERVICE FOR SENIOR CENTER
Paid Chk# 064762 SCHRADER, JOHN	7/21/2020	\$832.58	2020 - AUGUST - MEDICAL REIMBU
Paid Chk# 064763 SECURIAN FINANCIAL GROUP, I	7/21/2020	\$773.96	2020 - JULY - LIFE INSURANCE
Paid Chk# 064764 SONDALLE FORD LINCOLN	7/21/2020	\$150.85	2019 FORD MAINTENANCE EMS
Paid Chk# 064765 SPRAY PUMP REPAIR CENTER L	7/21/2020	\$437.56	PARTS AND LABOR FOR BDPW
Paid Chk# 064766 SUPERHEAT AND COOLING	7/21/2020	\$5,150.00	INSTALLED A CARRIER AT CITY HA
Paid Chk# 064767 SUPERIOR CHEMICAL CORP	7/21/2020	\$463.44	CHEMICALS FOR DPW
Paid Chk# 064768 TAPCO	7/21/2020	\$676.00	ANNUAL TRAFFIC SIGNAL PREVENTA
Paid Chk# 064769 TASC	7/21/2020	\$64.00	2020 - JUNE - COBRA X 32
Paid Chk# 064770 THE CVIKOTA COMPANY INC	7/21/2020	\$1,905.47	2020 - JUNE - AMBULANCE COLLEC
Paid Chk# 064771 THOM, SUSAN	7/21/2020	\$10.44	TRAVEL TO GREEN LAKE FOR ELECT
Paid Chk# 064772 TROCHINSKI, GEORGIA	7/21/2020	\$29.06	CANCELLED LIFE INSURANCE REIMB
Paid Chk# 064773 VALLEY AQUATIC SOLUTIONS L	7/21/2020	\$426.25	LEASED CONTROLLERS FOR BAC
Paid Chk# 064774 VONBRIESEN & ROPER, SC	7/21/2020	\$1,681.50	2020 - JUNE - GENERAL LABOR
Paid Chk# 064775 WI DEPT OF TRANS BBS	7/21/2020	\$17,439.39	2020 RIPON ROAD PROJECT
Paid Chk# 064776 Void	7/21/2020	\$0.00	064776-064777
Paid Chk# 064777 Void	7/21/2020	\$0.00	064776-064777
Paid Chk# 064778 ZOLL MEDICAL CORP	7/21/2020	\$5,211.75	MONITOR MAINTENANCE AGREEMENT
Paid Chk# 064779 BAKER & TAYLOR	7/21/2020	\$1,936.66	6 UNITS FOR CUSTOMERS
Paid Chk# 064780 BERLIN JOURNAL NEWSPAPER	7/21/2020	\$66.00	AD FOR LIBRARY ASSISTANT
Paid Chk# 064781 BERLIN OIL PRODUCTS	7/21/2020	\$42.00	2020 - JULY - 21 PAPERS
Paid Chk# 064782 KALUPA, CHRISTINE	7/21/2020	\$76.38	REIMBURSEMENT FOR SRP PRIZES
Paid Chk# 064783 LISA OBRIST	7/21/2020	\$656.25	2020 - JUNE - LIBRARY CLEANING
Paid Chk# 064784 LOTUS ROOT YOGA LLC	7/21/2020	\$300.00	YOGA SESSIONS AUG 1,3,5,8,10,1
Paid Chk# 064785 OSHKOSH OFFICE SYSTEMS	7/21/2020	\$44.25	2020 - JUNE - COPIES FOR BPL
Paid Chk# 064786 SUPERIOR CHEMICAL CORP	7/21/2020	\$68.92	SPRAY DISENFECTANT - BPL
Paid Chk# 064787 WINNEFOX LIBRARY SYSTEM	7/21/2020	\$258.00	SNEEZE GUARDS FROM EXHIBIT SYS
Paid Chk# 064788 ADVANCED DISPOSAL SERVICE	7/29/2020	\$20.00	EXTRA YARD CHARGE ALLY BY MIKE
Paid Chk# 064789 ASSOCIATED BANK GREEN BAY	7/29/2020	\$21,091.25	2013 BROADWAY BONDING INTEREST
Paid Chk# 064790 BANYON DATA SYSTEMS INC	7/29/2020	\$975.00	POS SUPPORT
Paid Chk# 064791 BERLIN JOURNAL NEWSPAPER	7/29/2020	\$659.50	2020 - JUNE 9 COUNCIL MEETING
Paid Chk# 064792 Brotski, Robert	7/29/2020	\$100.00	REFUND OF DEPOSIT FOR SHELTER
Paid Chk# 064793 CHRISTENSEN, DOUGLAS A	7/29/2020	\$744.37	2020 - AUGUST - RETIREE HEALTH
Paid Chk# 064794 COMPLETE OFFICE OF WI	7/29/2020	\$313.48	OFFICE SUPPLIES CITY HALL
Paid Chk# 064795 MACQUEEN EQUIPMENT	7/29/2020	\$40.19	STREET SWEEPER MAINTENANCE
Paid Chk# 064796 MATHIA, MATT	7/29/2020	\$100.00	REFUND OF SHELTER HOUSE DEPOSIT
Paid Chk# 064797 McCain, Jerome	7/29/2020	\$100.00	REFUND SHELTER HOUSE DEPOSIT
Paid Chk# 064798 SONDALLE FORD LINCOLN MER	7/29/2020	\$77.78	2016 DODGE GRAND CARAVAN MAINT
Paid Chk# 064799 SUN LIFE FINANCIAL	7/29/2020	\$170.50	2020 - AUGUST - EMPLOYER LIFE
Paid Chk# 064800 THEDACARE AT WORK	7/29/2020	\$288.75	2020 EAP CONTRACT
Paid Chk# 064801 WALMART COMMUNITY/RFCSL	7/29/2020	\$16.24	PURCHASES FOR SENIOR CENTER
Paid Chk# 064802 WI COUNCIL 32 PER CAP TAX T	7/29/2020	\$254.50	2020 - JULY - POLICE UNION DUE
Paid Chk# 064803 WOLVERINE FIREWORKS DISPL	7/29/2020	\$7,175.00	2020 - FIREWORKS DISPLAY
Paid Chk# 064804 YOUNG, MINDY	7/29/2020	\$100.00	REFUND OF SHELTER HOUSE RENTAL
Total Checks		\$190,705.89	

*Check Summary Register©

JULY 31 2020

Name	Check Date	Check Amt
11100 Cash in Bank m FNB		
Paid Chk# 064703 APPLETON FINANCE DEPARTM	7/6/2020	\$471.25 2020 - JULY - WEIGHTS AND MEAS
Paid Chk# 064704 ASSOCIATED BANK GREEN BAY	7/6/2020	\$475.00 ADMINISTRATIVE FEE - STREET IM
Paid Chk# 064705 BALLWEG IMPLEMENT CO	7/6/2020	\$172.95 PARTS FOR DPW
Paid Chk# 064706 BERLIN JOURNAL NEWSPAPER	7/6/2020	\$863.50 2019 TIDS - JOINT REVIEW PUBLI
Paid Chk# 064707 CHARTER COMMUNICATION	7/6/2020	\$396.36 2020 - JULY - INTERNET SERVIC
Paid Chk# 064708 CHIER LAW OFFICE LLC	7/6/2020	\$22,193.60 WORK OVER RETAINER FOR 2019-20
Paid Chk# 064709 CORPORATE NTRWK SOLUTION	7/6/2020	\$108.00 WYZE WEB CAMERA FOR JODIE'S PC
Paid Chk# 064710 ED'S TRACTOR REPAIR, LLC	7/6/2020	\$230.95 HYDRAULIC FITTINGS/HOSE/O-RING
Paid Chk# 064711 FINISHLINE STUDIOS	7/6/2020	\$40.00 2020 - JULY - MONTHLY WEB HOST
Paid Chk# 064712 FOX VALLEY TECHNICAL COLLEGE	7/6/2020	\$80.00 ELLIOT CHIER BERLIN FIRE COURSE
Paid Chk# 064713 GCS SOFTWARE	7/6/2020	\$620.00 MUNICIPAL PROP TAX COLLECTION
Paid Chk# 064714 LANDMARK SERVICES COOPER	7/6/2020	\$5,592.92 2020 - JUNE - GAS AND DIESEL
Paid Chk# 064715 OREILLY FIRST CALL	7/6/2020	\$6.49 MAGNET FOR DPW
Paid Chk# 064716 OSHKOSH OFFICE SYSTEMS	7/6/2020	\$145.44 2020 - JUNE - COPIES FOR COPIES
Paid Chk# 064717 PESCHKE, SANDRA A	7/6/2020	\$1,017.98 2020 - MEDICAL BILLS - PESCHKE
Paid Chk# 064718 SCHOOL OUTFITTERS	7/6/2020	\$1,579.24 MEMORIAL BENCHES - JODARSKI/SC
Paid Chk# 064719 ST JOHNS CHURCH	7/6/2020	\$185.00 REFUND OF SHELTERHOUSE DEPOSIT
Paid Chk# 064720 VIVIAL	7/6/2020	\$47.75 2020 - JULY - CENTURYLINK ADV
Paid Chk# 064721 WALMART COMMUNITY/RFCSSL	7/6/2020	\$23.04 PURCHASES FOR SENIOR CENTER
Paid Chk# 064722 AGNESIAN WORK & WELLNESS	7/10/2020	\$30.00 DRUG COLLECTION MARCH 2020
Paid Chk# 064723 BILLER PRESS	7/10/2020	\$314.53 PARKING TICKETS
Paid Chk# 064724 CCP INDUSTRIES INC.	7/10/2020	\$12.69 DISINFECTING WIPES
Paid Chk# 064725 CONVERGENT SOLUTIONS, INC	7/10/2020	\$59.50 PHONE FIXES EXT 5441 TO 5440
Paid Chk# 064726 GREEN LAKE COUNTY	7/10/2020	\$1,000.00 GL FORENSIC LAB CONTRIBUTION
Paid Chk# 064727 GREEN LAKE COUNTY TREASURY	7/10/2020	\$638.59 LEADS ON LINE FOR 2020
Paid Chk# 064728 MEDTOX LABORATORIES, INC	7/10/2020	\$19.04 DRUG SCREEN
Paid Chk# 064729 SONDALE FORD LINCOLN	7/10/2020	\$260.60 BATTERY CHANGE SQUAD 60
Paid Chk# 064730 THE UNIFORM SHOPPE	7/10/2020	\$88.95 SCOTT DUTY BELT
Paid Chk# 064731 THEDACARE LABORATORIES	7/10/2020	\$42.50 BLOOD DRAW (4) MAY
Paid Chk# 064732 TOP PACK DEFENSE LLC	7/10/2020	\$452.00 BLAUER PANTS/HEMMING 4 PAIR #4
Paid Chk# 064733 ADVANCED DISPOSAL SERVICE	7/21/2020	\$24,364.58 2020 - JUNE - GARBAGE/RECYCLING
Paid Chk# 064734 AMAZON CAPITAL SERVICES, INC	7/21/2020	\$272.28 NO TOUCH THERMOMETERS FOR CITY
Paid Chk# 064735 APELL TILE COMPANY, INC	7/21/2020	\$4,980.00 TILE REPAIR AT BERLIN AQUATIC
Paid Chk# 064736 BALLWEG IMPLEMENT CO	7/21/2020	\$310.66 PARTS FOR DPW
Paid Chk# 064737 BERLIN JOURNAL NEWSPAPER	7/21/2020	\$346.00 ELECTION ENVELOPES FOR CITY HA
Paid Chk# 064738 BERLIN WATER & SEWER UTILITIES	7/21/2020	\$22,469.19 2020 - JUNE - GENERAL CITY WAT
Paid Chk# 064739 CENTURYLINK	7/21/2020	\$76.08 2020 - JUNE - LONG DISTANCE PH
Paid Chk# 064740 CENTURYLINK *	7/21/2020	\$1,881.94 2020 - JUNE - PHONE SERVICE
Paid Chk# 064741 CHARTER COMMUNICATION	7/21/2020	\$164.57 2020 - JULY - TV/INTERNET SERV
Paid Chk# 064742 CULLIGAN WATER	7/21/2020	\$20.50 50# SOLAR SALT TO BERLIN SENIO
Paid Chk# 064743 DIVISION OF UNEMPLOYMENT INSURANCE	7/21/2020	\$595.00 2020 - JUNE - UNEMPLOYMENT BEN
Paid Chk# 064744 DREXEL BUILDING SUPPLY, INC.	7/21/2020	\$82.30 BOARDS FOR BOARDWALK AT PARK
Paid Chk# 064745 DTN, LLC	7/21/2020	\$486.40 2020 - JULY - RADAR CONTROL
Paid Chk# 064746 EMERGENCY MEDICAL PRODUCTS	7/21/2020	\$690.88 2 CS INFRARED THERMOMETERS BER
Paid Chk# 064747 EMERGENCY SERVICES MARKETING	7/21/2020	\$305.00 ONE YEAR SUBSCRIPTION - BFD
Paid Chk# 064748 FIRE INSPECTION SERVICES INC	7/21/2020	\$1,497.83 2020 - JUNE - FIRE INSPECTION
Paid Chk# 064749 GRAINGER	7/21/2020	\$170.75 PUMP REPAIR KIT
Paid Chk# 064750 GREEN LAKE CO REG OF DEED	7/21/2020	\$30.00 SATISFACTION OF LIEN - HARRING
Paid Chk# 064751 HORN, COREY	7/21/2020	\$11.10 REIMBURSEMENT OF CANCELLED LIF
Paid Chk# 064752 ITU ABSORBTECH, INC.	7/21/2020	\$88.32 2020 - JULY - UNIFORM SUPPLIES
Paid Chk# 064753 JNB STUMP GRINDING LLC	7/21/2020	\$100.00 1 STUMP GROUND
Paid Chk# 064754 JON LUNDT ELECTRIC, INC	7/21/2020	\$1,061.94 NATHAN STRONG FOUNTAIN WORK
Paid Chk# 064755 KUNKEL ENGINEERING GROUP	7/21/2020	\$7,525.50 RIPON ROAD PROJECTS
Paid Chk# 064756 MGD INDUSTRIAL CORP	7/21/2020	\$79.04 PARTS FOR DPW
Paid Chk# 064757 MUNICIPAL CODE CORP	7/21/2020	\$550.00 ANNUAL ONLINE CODE HOSTING
Paid Chk# 064758 NEUMAN, KAREN	7/21/2020	\$447.11 2020 - JULY - HEALTH INSURANCE
Paid Chk# 064759 PLANTZ, DENNIS W	7/21/2020	\$375.62 2020 - JULY - HEALTH INSURANCE

CITY OF BERLIN

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*Check Summary Register©

JULY 31 2020

Name	Check Date	Check Amt	
11161 UTILITY CASH - FNB			
Paid Chk# 015273	FERGUSON WATER WORKS #14 7/2/2020	\$755.87	DOM 6 MJ C110 CUT IN SLV
Paid Chk# 015274	U S CELLULAR 7/2/2020	\$162.92	BILLING 06/16/20 - 07/15/20
Paid Chk# 015275	UNITED STATES POSTAL SERVI 7/2/2020	\$545.05	JULY POSTAGE FOR MONTHLY BILLI
Paid Chk# 015276	WALTCO INC 7/2/2020	\$592.74	PICK UP SAMPLES FOR BADGER LAB
Paid Chk# 015277	BADGER LABORATORIES INC 7/10/2020	\$0.00	BOD, SUSPENDED SOLIDS, TOTAL P
Paid Chk# 015278	BERLIN CITY TREASURER 1015 7/10/2020	\$1,046.91	JUNE 2020 UTILTIY GAS & DIESEL
Paid Chk# 015279	BERLIN JOURNAL NEWSPAPER 7/10/2020	\$272.75	4"AD BT CCR
Paid Chk# 015280	GREAT LAKES ROOFING 7/10/2020	\$3,500.00	WWTP - WORK ON MULTIPLE BUILDI
Paid Chk# 015281	KUNKEL ENGINEERING GROUP 7/10/2020	\$8,685.00	2020 STREET & UTILITY IMPROVEM
Paid Chk# 015282	NORTH CENTRAL LABORATORI 7/10/2020	\$485.04	SILASTIC TUBING, PIPET TIPS, P
Paid Chk# 015283	RIDGE STONE PRODUCTS, INC 7/10/2020	\$114.31	3/4 ROAD GRAVEL
Paid Chk# 015284	UNITED STATES POSTAL SERVI 7/10/2020	\$385.00	STAMPS
Paid Chk# 015285	ADVANCED DISPOSAL SERVICE 7/16/2020	\$227.53	WWTP GARBAGE/RECYCLING 07/01/2
Paid Chk# 015286	BADGER LABORATORIES INC 7/16/2020	\$134.40	TOTAL COLIFORM BACTERIA
Paid Chk# 015287	JON LUNDT ELECTRIC, INC 7/16/2020	\$170.00	TROUBLESHOOT DRIVES ON BLOWERS
Paid Chk# 015288	LINCOLN CONTR SUPPLY INC 7/16/2020	\$3,130.96	195 HI-E DRY DEHUMIDIFIERMAX 1
Paid Chk# 015289	MARTELLE WATER TREATMENT 7/16/2020	\$4,361.37	LIQUID ALUMINUM SULFATE
Paid Chk# 015290	SUPERIOR CHEMICAL CORP 7/16/2020	\$263.93	NORTH WOODS PREMIUM RUGGED CLE
Paid Chk# 015291	BADGER LABORATORIES INC 7/24/2020	\$67.20	TOTAL COLIFORM BACTERIA
Paid Chk# 015292	BERLIN CITY TREASURER 1015 7/24/2020	\$566.14	JUNE 2020 CENTURYLINK
Paid Chk# 015293	CENTURYLINK 7/24/2020	\$51.42	SERVICE JUL09 - AUG 08
Paid Chk# 015294	CINTAS CORPORATION 7/24/2020	\$177.96	MAT CLEANING FOR JUNE 2020
Paid Chk# 015295	BADGER LABORATORIES INC 7/30/2020	\$3,150.70	BOD, SUSPENDED SOLIDS,TOTAL PH
Paid Chk# 015296	BERLIN CITY TREASURER 1015 7/30/2020	\$22,210.75	JULY 2020 PAYROLL
Paid Chk# 015297	CINTAS CORPORATION 7/30/2020	\$177.96	MAT CLEANING
Paid Chk# 015298	COMPASS MINERALS 7/30/2020	\$4,469.23	COARSE SOLAR SALT
Paid Chk# 015299	FAHRNER ASPHALT SEALERS, L 7/30/2020	\$3,375.00	CONTRACT 1202026429 WWTP
Paid Chk# 015300	MARTELLE WATER TREATMENT 7/30/2020	\$223.02	SODIUM HYPOCHLORITE BULK
Paid Chk# 015301	NORTHERN LAKE SERVICE, INC 7/30/2020	\$1,624.00	DW TB SAMPLES RECEIVED ON 06/2
Paid Chk# 015302	U S CELLULAR 7/30/2020	\$167.27	MONTHLY SERVICE 07/16/20 - 08/
Total Checks		\$61,094.43	

CITY OF BERLIN

PAYROLL FOR JULY - 2020

NET PAYROLL	
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PAYDATE	Payroll #	PAYROLL TITLE	GENERAL CITY	UTILITY
7/10/2020	14	General City	58,051.16	
7/10/2020	14	Utility		11,440.46
7/10/2020	14.01	Fireman Quarterly	4,420.12	
7/24/2020	15	General City	59,727.23	
7/24/2020	15	Utility		12,488.01
7/24/2020	15.01	Kurczek	404.85	
7/24/2020	15.02	Kurczek vac	3,661.70	
		TOTAL MONTHLY PAYROLL	\$126,265.06	\$23,928.47

Resolution No. 02-13

RESOLUTION PROVIDING FOR THE SALE OF
\$2,000,000 GENERAL OBLIGATION PROMISSORY NOTES

WHEREAS the City of Berlin, Green Lake and Waushara Counties, Wisconsin (the "City") is presently in need of approximately \$2,000,000 for the public purpose of paying the cost of street improvements and other capital projects included in the City's budget; and

WHEREAS it is desirable to borrow the funds needed for such purpose through the issuance of general obligation promissory notes pursuant to Section 67.12(12), Wis. Stats.

NOW, THEREFORE, BE IT RESOLVED that:

1. The City shall issue General Obligation Promissory Notes (the "Notes") in the amount of approximately \$2,000,000 for the purpose described above.
2. The sale of the Notes shall be negotiated with Robert W. Baird & Co. Incorporated ("Baird"), and the terms of the Notes, including the dating, interest rates, maturity schedule and other details with respect to the Notes, shall be subject to approval by subsequent resolution of the Common Council.
3. The City Clerk shall cause an Official Statement concerning the Notes to be prepared by Baird. The appropriate City officials shall determine when the Official Statement is final for purposes of Securities and Exchange Commission Rule 15c2-12 and shall certify said Statement, such certification to constitute full authorization of such Statement under this resolution.

Passed this 11th day of August, 2020.

Approved this 11th day of August, 2020.

Mayor

Attest:

City Clerk

BAIRD

City of Berlin

Committee of the Whole Meeting

August 4, 2020

Bradley D. Viegut, Managing Director

bviegut@rwbaIRD.com

777 East Wisconsin Avenue

Milwaukee, WI 53202

Phone 414.765.3827

Fax 414.298.7354

City of Berlin

Committee of the Whole Meeting

August 4, 2020

BAIRD

Timeline

- Committee of the Whole considers the plan of finance/set sale resolution.....August 4, 2020
- Common Council considers the recommendation of the Committee of the Whole.....August 11, 2020
 - Preparations are made for issuance
 - ✓ Official Statement
 - ✓ Marketing
- Common Council considers the award resolution.....September 8, 2020
- Closing (funds available).....September 29, 2020

Borrowing/Structure/Purpose

Estimated Size:	\$2,000,000
Issue:	General Obligation Promissory Notes
Purpose:	Levy Supported Projects
Structure:	Matures March 1, 2021-2030
First Interest:	March 1, 2021
Callable:	March 1, 2027 or any date thereafter
Estimated Interest Rate:	1.46%

City of Berlin

Committee of the Whole Meeting

August 4, 2020

BAIRD

Preliminary Financing Plan

\$2,000,000

G.O. PROMISSORY NOTES

Dated September 29, 2020

(First Interest 3/1/21)

LEVY YEAR	EXISTING DEBT SERVICE (A)	PRINCIPAL (3/1)	INTEREST (3/1 & 9/1) TIC= 1.46%	HYPOTHETICAL BID PREMIUM	TOTAL	COMBINED DEBT SERVICE (A)	COMBINED MILL RATE (B)	YEAR DUE
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2019	2020	\$526,816						2020
2020	2021	\$518,850	\$40,000	\$47,575	(\$47,575)	\$526,816	\$2.19	2021
2021	2022	\$423,137	\$135,000	\$49,013	(\$49,013)	\$558,850	\$2.32	2022
2022	2023	\$382,063	\$135,000	\$44,963	(\$2,130)	\$558,137	\$2.32	2023
2023	2024	\$412,289	\$105,000	\$41,363		\$559,896	\$2.32	2024
2024	2025	\$412,577	\$110,000	\$38,138		\$558,652	\$2.32	2025
2025	2026	\$417,542	\$110,000	\$34,838		\$560,715	\$2.24	2026
2026	2027	\$199,521	\$330,000	\$28,238		\$562,379	\$2.25	2027
2027	2028	\$200,393	\$340,000	\$19,463		\$557,759	\$2.23	2028
2028	2029	\$200,828	\$345,000	\$11,756		\$559,855	\$2.24	2029
2029	2030	\$205,693	\$350,000	\$3,938		\$557,584	\$2.23	2030
2030	2031	\$86,663				\$559,630	\$2.24	2031
2031	2032	\$84,063				\$86,663	\$0.35	2032
2032	2033	\$86,381				\$84,063	\$0.34	2033
						\$86,381	\$0.35	

\$4,156,814	\$2,000,000	\$319,281	(\$98,717)	\$2,220,564	\$6,377,378
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(A) Levy supported debt service only.

(B) Mill rate based on 2019 Assessed Valuation (TID-OUT) of \$240,964,612 with annual growth of 0.00% thereafter. Assumes TID # 10 closes in 2023 with an added equalized valuation of \$9,059,900.

Committee of the Whole Meeting
August 4, 2020

August 4, 2020

BAIRD

\$2,000,000

G.O. PROMISSORY NOTES

Dated September 29, 2020

		EXISTING				(First interest 3/1/21)				COMBINED	
LEVY YEAR	YEAR DUE	DEBT SERVICE (A)	PRINCIPAL (3/1)	INTEREST (3/1 & 9/1) TIC= 1.46%	HYPOTHETICAL BID PREMIUM	TOTAL	FUTURE DEBT SERVICE (B)	DEBT SERVICE (A)	COMBINED MILL RATE (C)	YEAR DUE	
2019	2020	\$526,816									
2020	2021	\$518,850	\$40,000	\$47,575	(\$47,575)	\$40,000		\$526,816	\$2.19	2020	
2021	2022	\$423,137	\$135,000	\$49,013	(\$49,013)	\$135,000		\$558,850	\$2.32	2021	
2022	2023	\$382,063	\$135,000	\$44,963		\$177,833		\$558,137	\$2.32	2022	
2023	2024	\$412,289	\$105,000	\$41,363	(\$2,130)	\$146,363	\$22,750	\$582,646	\$2.42	2023	
2024	2025	\$412,577	\$110,000	\$38,138		\$148,138	\$22,750	\$581,402	\$2.41	2024	
2025	2026	\$417,542	\$110,000	\$34,838		\$144,838	\$84,800	\$645,515	\$2.58	2025	
2026	2027	\$199,521	\$330,000	\$28,238		\$358,238	\$83,400	\$645,779	\$2.58	2026	
2027	2028	\$200,393	\$340,000	\$19,463		\$359,463	\$90,013	\$647,771	\$2.59	2027	
2028	2029	\$200,828	\$345,000	\$11,756		\$356,756	\$84,225	\$644,080	\$2.58	2028	
2029	2030	\$205,693	\$350,000	\$3,938		\$353,938	\$86,625	\$644,209	\$2.58	2029	
2030	2031	\$86,663					\$86,625	\$646,255	\$2.58	2030	
2031	2032	\$84,063						\$647,988	\$2.59	2031	
2032		\$86,381						\$644,025	\$2.58	2032	
2033								\$647,556	\$2.59	2033	
		\$4,156,814	\$2,000,000	\$319,281	(\$98,717)	\$2,220,564	\$2,243,650	\$8,621,028			

(B) Assumes \$650,000 issued every other year beginning in 2022. Debt issues are amortized over 10 years at an assumed rate of 3.50% It does not recommend any future issuances and is not intended to be, and should not be regarded as, advice.

(C) Mill rate based on 2019 Assessed Valuation (TID-OUT) of \$240,964,612 with annual growth of 0.00% thereafter. Assumes TID # 10 closes in 2023 with an added equalized valuation of \$9,059,900.

To: Common Council

From: Lindsey Kennitz

Subject: Proposed Chicken Ordinance Amendments

Background:

This ordinance amendment was a recommendation from a citizen in the community that currently has a chicken permit. The ordinance amendment was reviewed by Plan Commission and recommended to the Common Council for approval.

AN ORDINANCE AMENDING CODE RELATING TO KEEPING OF CHICKENS IN
RESIDENTIAL DISTRICTS

WHEREAS, the City of Berlin Plan Commission has held a public hearing regarding the ordinance as set forth herein, on [insert applicable date]; and

Comment [MC1]: Will be inserted when date available.

WHEREAS, the Plan Commission has recommended to the Common Council to approve the ordinance as set forth herein.

NOW THEREFORE, the Common Council of the City of Berlin do ordain as follows:

Sec 10-21 of the Code of Ordinances shall be amended as follows:

Sec. 10-21. - Proper shelter.

(c) *Outdoor standards.* Minimum outdoor standards of shelter shall include:

(2) Shelter shall be provided from inclement weather as follows:

c. If a chicken enclosure is outdoors, at a minimum, the enclosure shall:

1. Be enclosed, predator-proof, insulated, and adequately ventilated;

(d) *Space standards.* Minimum space requirements for both indoor and outdoor animal enclosures shall include:

(3) Chicken enclosures shall ~~measure~~ have a minimum floor area of the greater of (i) seven square feet in area, or (ii) a total area amount calculated at the rate of three square feet in area per standard chicken and two square feet per bantam chicken, whichever is greater, with one nest box provided per every twofour chickens.

Sec 82-286 of the Code of Ordinances shall be amended as follows:

Sec. 82-286. - Use regulations.

The R-1 residential district is intended to provide for single-family residential development and to protect such areas from the encroachment of incompatible uses. The following uses shall be permitted in the R-1 district:

Comment [MC2]: Just so everyone is aware, all we have to do is update the R-1 District use regulations, because all uses allowed in an R-1 are also allowed in R-2 and R-3. Therefore, that is why you are not also seeing any amendments to the R-2 and R-3 sections of the code.

(8) In the city limits and with a license granted under section 10-7(d), keeping

of up to a maximum of 18 chickens per lot, consisting of up to a maximum of
sixtweleve mature hens, consisting of up to a maximum of ten standard sized
mature hens (as opposed to bantam sized hens)-chickens per lot. For
purposes of this subsection, "chickens" shall have the meaning set forth
in section 10-2.

Comment [MC3]: So that everyone understands this, first remember that the definition of "chicken" means hens and pullets. A pullet is a non-mature hen. The request from Andi requested an increase to 12 standard mature hens or 10 bantam (miniature) mature hens. She didn't say what should happen in the event of a combination, so I took the liberty of just allowing 12 maximum, with a maximum of 10 standard sized, meaning you can have 10 standard sized plus two more bantams. Please let me know if that is OK. Also, the total maximum of 18 chickens allows for up to 6 additional pullets to be purchased, beyond the mature hens. Andi simply requested that we allow some "extra chicks" to be purchased to allow proper rotation due to having to pull the males out once sex is able to be determined after sufficient maturity. I picked 18 because it is divisible by 6, and according to my understanding chicks are commonly sold in 6 packs at Tractor Supply in Berlin. However, this is a pretty significant increase, so please make sure everyone is comfortable with this.

This ordinance shall take effect the day after publication.

The numeric section numbers and headings of any portions of the Code of Ordinances affected by this Ordinance shall be subject to modification in the discretion of the codifier, and the approval of the City Attorney, during codification into the City's current Code of Ordinances.

Passed, approved and adopted this ____ day of _____, 20__.

ROLL CALL VOTE:

CITY OF BERLIN

____ AYES
____ NAYS
____ ABSENT

BY: _____
Richard D. Schramm, Mayor

APPROVED AS TO FORM:

ATTEST: _____
Jodie Olson, City Clerk

Matthew G. Chier, City Attorney

To: Common Council

From: Lindsey Kemnitz

Subject: Annexation Petition for parcel 002-00260-0000, 002-00261-0000, and 002-00264-0000

Background:

Bohn Farms Inc. is petitioning to annex parcel 002-00260-0000, 002-00261-0000, and 002-00264-0000 from the Town of Berlin to the City of Berlin. The property is about 86 acres and is currently is vacant land. Bohn Farms and Ducks Unlimited have been working with the City Council on a potential land donation to the City of Berlin for the subject parcels and an additional 140 acres. The land donation would be dependent on a DNR stewardship grant. The DNR stewardship grant requires the land to be open to the public for hunting and restrictions development on the land. The sole purpose of the land would be for recreation use for the public. Per those requirements C-1 zoning district would be the best fit for the parcels being annexed. This annexation petition would also provide additional buildable land that could be annexed in the future. Plan Commission reviewed last week and recommended the approval of the annexation of the parcels above.

Recommendation:

Accept the Plan Commission recommendation to approve the annexation for 002-00260-0000, 002-00261-0000, and 002-00264-0000.

Document No.

SECTION 1

WHEREAS, the proposed annexation has been referred to the Plan Commission which has considered the proposal and has affirmatively recommended that the City annex the said real estate described in Section II, and pursuant to Wis. Stats. §66.0217(8), temporarily zone the annexed territory as a C-1 District as provided in chapter 82, division 2 of the Municipal Code of the City of Berlin, Wisconsin.

Return to:
Chier Law Office
111 S. Pearl St.
Berlin, WI 54923

NOW, THEREFORE, the Common Council does herewith detach the territory described in Section II from the Town of Berlin, Green Lake, County, Wisconsin, and annex the same to the City of Berlin, Green Lake County, Wisconsin.

NE1/4 of the NW1/4 Section 15, NW1/4 of the NW1/4 Section 15 except part of the parcel described V116 P240 Subject to HWY R/W V140 P353, and North 283' of the SE1/4 of the NW1/4 Section 15, Township of Berlin, Green Lake County, State of Wisconsin.

From and after the date that this Ordinance shall take effect, the territory described in Section II shall be part of the City of Berlin, Green Lake County, Wisconsin, for any and all purposes provided by law and all person coming or residing within such territory shall be subject to all ordinances, rules and regulations governing the City of Berlin, Green Lake County and Waushara Counties, Wisconsin.

Pursuant to Wis. Stats. §66.0217(8), the territory annexed hereto shall be temporarily zoned as a C-1 District as provided for in chapter 82, division 2 of the Municipal Code of the City of Berlin, Wisconsin.

The territory annexed shall become a part of Ward 3 pursuant to Wis. Stats. §66.0217(8)(b).

This annexation shall take effect upon enactment and the date after one publication as provided for by Wis. Stats. §§66.0217(8)(c) and 62.11(4)(a).

Pursuant to Wis. Stats. §66.0217(14), the City Clerk is directed to pay annually to the Town of Berlin, for 5 years, an amount equal to the amount of property taxes that the town levied on the annexed territory, as shown by the tax roll under Wis. Stats. §70.65, in the year in which the annexation is final.

This ordinance shall take effect the day after publication.

Passed, approved and adopted this 11th day of August, 2020.

CITY OF BERLIN

BY: Richard Schramer, Mayor

ATTEST: _____
Jodie Olson
City Clerk

AUTHENTICATION

ACKNOWLEDGMENT

STATE OF WISCONSIN)
)
GREEN LAKE COUNTY)
Personally came before me this _____ day
of _____, 200__ the above named*

*Names of persons signing in any capacity should be typed or printed below their signatures.

to me known to be the person(s) who executed the foregoing instrument and acknowledge the same.

Notary Public – State of Wisconsin
My Commission expires/is

**PETITION OF ANNEXATION OF LAND FROM THE TOWN OF BERLIN TO THE CITY OF
BERLIN**

1. The undersigned Petitioner, hereby petitions for the annexation of the following described property from the Town of Berlin, Green Lake County to the City of Berlin, Green Lake County:

Town of Berlin Tax Parcel 002-00260-000 described as NE1/4 of the NW1/4 section 15.
40 acres

Tax Parcel 002-00261-0000 described as NW1/4 of the NW1/4 section 15 except part of the parcel described V116 P240 subject to HWY R/W V140 P353. 38.25 acres

Tax Parcel 002-00264-0000 described as North 283' of the SE 1/4 Of the NW1/4 SECTION 15. 8.58 acres

2. Attached hereto is a copy of a Greenlake County GIS map with highlighted boundaries and Tax parcel receipts.

3. The population of the territory to be annexed is currently estimated as -0- as the land is currently vacant.

4. The sole petitioner hereto is also the only owner of land within the territory and is authorized to petition for such annexation pursuant to Section 66.0217(2) and the definition of "owner" in Section 66.0217(1)(d).

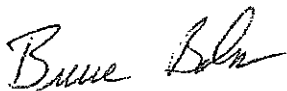
5. This is a direct petition and is unanimous as described in Section 66.0217(2), as it is signed by owners of all of the real property in the territory. In addition, petition for direct annexation has been filed with the city Clerk and the Town Clerk of the Town in which the territory is located, together with a scale map and legal description of the property to be annexed, pursuant to Section 66.0217(2). As a result, an ordinance for the annexation of the territory may be enacted by two-thirds (2/3) vote of the elected members of the City of Berlin Common Council without compliance with the notice requirements of Section 66.0217(4).

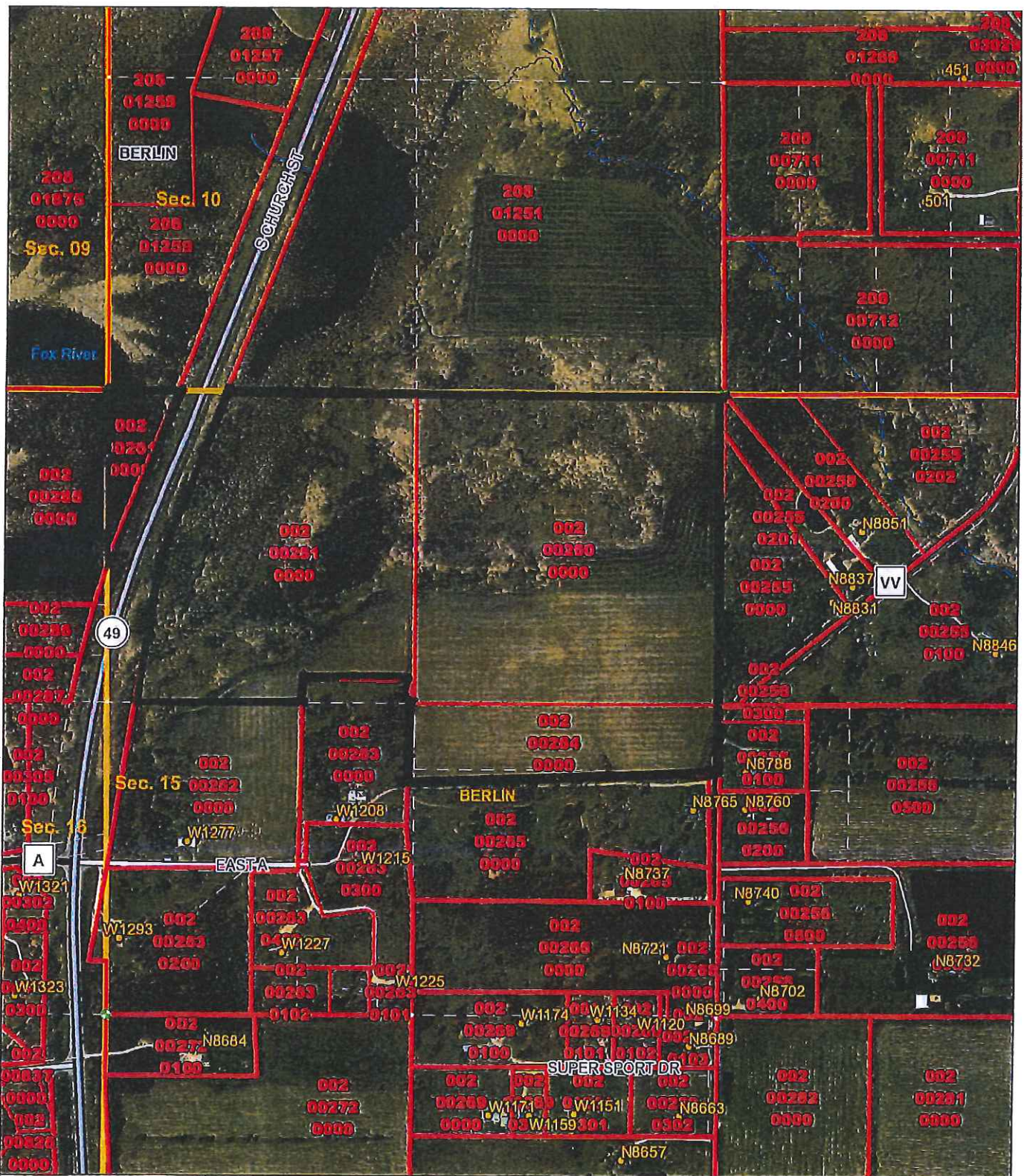
6. The proposed territory to be annexed is contiguous to the City of Berlin and otherwise conforms to all other requirements for annexation as required by Section 66.0217 of the Wisconsin Statutes and any other state or local law or regulation.

Dated this 19 day of July, 2020.

Bohn Farms Inc.
2512 Hwy 116
Omro Wisc. 54963
920-379-6663
Petitioner

Bruce Bohn
President





1 inch = 587 feet

Geographic Information System (GIS)
<https://gis.co.green-lake.wi.us/>

GIS Viewer Map

Green Lake County, WI

Time: 8:06:28 AM
 Date: 7/20/2020

Note:



TOWN OF BERLIN
BRENDA MURKLEY, CLERK/TREAS
N9291 WILLARD RD, PO BOX 5
BERLIN, WI 54923

GREEN LAKE COUNTY - STATE OF WISCONSIN
PROPERTY TAX BILL FOR 2019
REAL ESTATE

BOHN FARMS INC



Parcel Number: 002002610000
Bill Number: 22212

22212/002002610000
BOHN FARMS INC
2512 STATE RD 116
OMRO WI 54963

Important: Be sure this description covers your property. Note that this description is for tax bill only and may not be a full legal description. See reverse side for important information.

Location of Property/Legal Description

Sec. 15, T17N, R13E
NW1/4 OF THE NW1/4 SEC 15 EXC PART OF PARCEL DESCR
V116 P240 SUBJ TO HWY R/W V140 P353
38.250 ACRES

Please inform treasurer of address changes.

ASSESSED VALUE LAND	ASSESSED VALUE IMPROVEMENTS	TOTAL ASSESSED VALUE	AVERAGE ASSESSMT. RATIO	NET ASSESSED VALUE RATE	NET PROPERTY TAX
32,500	0	32,500	0.978329648	0.01381038 (Does NOT reflect credits)	448.83
ESTIMATED FAIR MARKET VALUE LAND	ESTIMATED FAIR MARKET VALUE IMPROVEMENTS	TOTAL ESTIMATED FAIR MARKET VALUE	<input type="checkbox"/> A star in this box means unpaid prior year taxes.	School taxes also reduced by school levy tax credit 50.23	
33,200	0	33,200			
TAXING JURISDICTION	2018 EST. STATE AIDS ALLOCATED TAX DIST.	2019 EST. STATE AIDS ALLOCATED TAX DIST.	2018 NET TAX	2019 NET TAX	% TAX CHANGE
STATE OF WISCONSIN	0	0	0.00	0.00	
GREEN LAKE COUNTY	45,062	49,008	201.73	214.13	6.1%
TOWN OF BERLIN	86,105	93,318	-32.21	-33.22	3.1%
SCHL-BERLIN AREA	1,957,449	2,009,934	236.49	247.43	4.6%
MORAINES PARK	106,841	106,006	20.48	20.49	0.0%
TOTAL	2,195,457	2,258,266	426.49	448.83	5.2%
FIRST DOLLAR CREDIT			0.00	0.00	0.0%
LOTTERY AND GAMING CREDIT			0.00	0.00	0.0%
NET PROPERTY TAX			426.49	448.83	5.2%

TOTAL DUE: \$448.83
FOR FULL PAYMENT, PAY TO LOCAL
TREASURER BY:
JANUARY 31, 2020

Warning: If not paid by due dates,
installment option is lost and total tax is
delinquent subject to interest and, if
applicable, penalty.
Failure to pay on time. See reverse.

FOR INFORMATION PURPOSES ONLY - Voter Approved Temporary Tax Increases							
Taxing Jurisdiction	Total Additional Taxes	Total Additional Taxes Applied to Property	Year Increase Ends	Taxing Jurisdiction	Total Additional Taxes	Total Additional Taxes Applied to Property	Year Increase Ends

TOWN OF BERLIN
BRENDA MURKLEY, CLERK/TREAS
N9291 WILLARD RD, PO BOX 5
BERLIN, WI 54923

GREEN LAKE COUNTY - STATE OF WISCONSIN
PROPERTY TAX BILL FOR 2019
REAL ESTATE

BOHN FARMS INC



Parcel Number: 002002600000
Bill Number: 22211

22211/002002600000
BOHN FARMS INC
2512 STATE RD 116
OMRO WI 54963

Important: Be sure this description covers your property. Note that this description is for tax bill only and may not be a full legal description. See reverse side for important information.

Location of Property/Legal Description
Sec. 15, T17N, R13E
NE1/4 OF THE NW1/4 SEC 15
40.000 ACRES

Please inform treasurer of address changes.

ASSESSED VALUE LAND	ASSESSED VALUE IMPROVEMENTS	TOTAL ASSESSED VALUE	AVERAGE ASSMT RATIO	NET ASSESSED VALUE RATE	NET PROPERTY TAX
34,000	0	34,000	0.978329648	0.01381038	469.56
ESTIMATED FAIR MARKET VALUE LAND	ESTIMATED FAIR MARKET VALUE IMPROVEMENTS	TOTAL ESTIMATED FAIR MARKET VALUE	<input type="checkbox"/> A star in this box means unpaid prior year taxes.	(Does NOT reflect credits) School taxes also reduced by school levy tax credit	
34,800	0	34,800		52.55	
TAXING JURISDICTION	2018 EST. STATE AIDS ALLOCATED TAX DIST.	2019 EST. STATE AIDS ALLOCATED TAX DIST.	2018 NET TAX	2019 NET TAX	% TAX CHANGE
STATE OF WISCONSIN	0	0	0.00	0.00	
GREEN LAKE COUNTY	45,062	49,008	211.04	224.02	6.2%
TOWN OF BERLIN	86,105	93,318	-33.70	-34.75	3.1%
SCHL-BERLIN AREA	1,957,449	2,009,934	247.40	258.85	4.6%
MORAIN PARK	106,841	106,006	21.42	21.44	0.1%
TOTAL	2,195,457	2,258,266	446.16	469.56	5.2%
FIRST DOLLAR CREDIT			0.00	0.00	0.0%
LOTTERY AND GAMING CREDIT			0.00	0.00	0.0%
NET PROPERTY TAX			446.16	469.56	5.2%

TOTAL DUE: \$469.56
FOR FULL PAYMENT, PAY TO LOCAL
TREASURER BY:
JANUARY 31, 2020
Warning: If not paid by due dates,
installment option is lost and total tax is
delinquent subject to interest and, if
applicable, penalty.
Failure to pay on time. See reverse.

FOR INFORMATION PURPOSES ONLY • Voter Approved Temporary Tax Increases

Taxing Jurisdiction	Total Additional Taxes	Total Additional Taxes Applied to Property	Year Increase Ends	Taxing Jurisdiction	Total Additional Taxes	Total Additional Taxes Applied to Property	Year Increase Ends
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TOWN OF BERLIN
BRENDA MURKLEY, CLERK/TREAS
N9291 WILLARD RD, PO BOX 5
BERLIN, WI 54923

GREEN LAKE COUNTY - STATE OF WISCONSIN
PROPERTY TAX BILL FOR 2019
REAL ESTATE

BOHN FARMS INC



Parcel Number: 002002640000 ✓
Bill Number: 22221

22221/002002640000
BOHN FARMS INC
2512 STATE RD 116
OMRO WI 54963

Important: Be sure this description covers your property. Note that this description is for tax bill only and may not be a full legal description. See reverse side for important information.

Location of Property/Legal Description
Sec. 15, T17N, R13E
N 283' OF THE SE1/4 OF THE NW1/4 SEC 15
8.580 ACRES ✓

Please inform treasurer of address changes.

ASSESSED VALUE LAND	ASSESSED VALUE IMPROVEMENTS	TOTAL ASSESSED VALUE	AVERAGE ASSESSMENT RATIO	NET ASSESSED VALUE RATE	NET PROPERTY TAX
15,000	0	15,000	0.978329648	0.01381038 (Does NOT reflect credits)	207.16
ESTIMATED FAIR MARKET VALUE LAND	ESTIMATED FAIR MARKET VALUE IMPROVEMENTS	TOTAL ESTIMATED FAIR MARKET VALUE	<input type="checkbox"/> A star in this box means unpaid prior year taxes.	School taxes also reduced by school levy tax credit	
15,300	0	15,300		23.18	
TAXING JURISDICTION	2018 EST. STATE AIDS ALLOCATED TAX DIST.	2019 EST. STATE AIDS ALLOCATED TAX DIST.	2018 NET TAX	2019 NET TAX	% TAX CHANGE
STATE OF WISCONSIN	0	0	0.00	0.00	
GREEN LAKE COUNTY	45,062	49,008	93.11	98.83	6.1%
TOWN OF BERLIN	86,105	93,318	-14.87	-15.33	3.1%
SCHL-BERLIN AREA	1,957,449	2,009,934	109.15	114.20	4.6%
MORAIN PARK	106,841	106,006	9.45	9.46	0.1%
TOTAL	2,195,457	2,258,266	196.84	207.16	5.2%
FIRST DOLLAR CREDIT			0.00	0.00	0.0%
LOTTERY AND GAMING CREDIT			0.00	0.00	0.0%
NET PROPERTY TAX			196.84	207.16	5.2%

TOTAL DUE: \$207.16
FOR FULL PAYMENT, PAY TO LOCAL
TREASURER BY:
JANUARY 31, 2020

Warning: If not paid by due dates, installment option is lost and total tax is delinquent subject to interest and, if applicable, penalty. Failure to pay on time. See reverse.

FOR INFORMATION PURPOSES ONLY • Voter Approved Temporary Tax Increases						
Taxing Jurisdiction	Total Additional Taxes	Total Additional Taxes Applied to Property	Year Increase Ends	Taxing Jurisdiction	Total Additional Taxes	Total Additional Taxes Applied to Property

Subordination Loan Request for Nelson-Miller

Background:

When Nelson-Miller purchased Wilson Hurd in 2017, the financing for the purchase was with the private owner and City RLF. As interest rates are currently low, Nelson-Miller would like to secure a long term and lower interest loan for the primary financing that was with the previous owner. Currently the City RLF has a second mortgage on the real estate from 2017. The refinance would not add any additional money to either of the loans. The City Attorney has reviewed the subordination documents and has approved them. The bank is requesting to stay in first position, which would require the City to approve subordination for the refinance for Nelson-Miller. Attached is the agreement.

SUBORDINATION AGREEMENT

THIS SUBORDINATION AGREEMENT dated as of _____, 2020 (this "Agreement") is among HOMETOWN BANK, a _____ (the "Senior Lender"), the CITY OF BERLIN, a Municipality chartered under the laws of the state of Wisconsin (the "Subordinated Creditor"), and NELSON NAME PLATE COMPANY a California corporation (the "Borrower").

RECITALS

A. Borrower desires to borrow from Senior Lender and the Senior Lender has agreed to lend \$_____, as evidenced by a certain promissory note dated as of _____, 2020, made by Borrower in favor of the Senior Lender (the "Senior Note", and all existing and future obligations, whether of principal, interest or otherwise, and including without limitation all interest accruing under any bankruptcy or other insolvency proceeding, whether or not an allowed claim, under the Senior Note and the agreements executed in connection therewith, the "Senior Debt"). The Senior Debt is to be secured by a certain mortgage made by Borrower in favor of the Senior Lender (the "Senior Mortgage") on certain real property described on Exhibit A attached thereto (the "Property", and the Property and all other collateral described in the Senior Mortgage, collectively, the "Collateral").

B. Borrower is indebted to Subordinated Creditor in the principal amount of \$300,000 pursuant to a certain Loan Agreement dated as of May 22, 2017 (the "Subordinated Loan Agreement"). The indebtedness incurred under the Subordinated Loan Agreement is evidenced by a certain promissory note dated as of May 22, 2017, made by Borrower in favor of the Subordinated Creditor (the "Subordinated Note", and all existing and future obligations, whether of principal, interest or otherwise, and including without limitation all interest accruing under any bankruptcy or other insolvency proceeding, whether or not an allowed claim, under the Subordinated Loan Agreement, the Subordinated Note and the agreements executed in connection therewith, the "Subordinated Debt"). The Subordinated Debt is secured by a certain mortgage made by Borrower in favor of the Subordinated Creditor on the Collateral (the "Subordinated Mortgage" collectively, with the Subordinated Loan Agreement and the Subordinated Note, the "Subordinated Debt Documents").

The parties hereto, are entering this Agreement in order to induce the Senior Lender to permit the consummation of the transactions contemplated by the Subordinated Loan Documents.

AGREEMENTS

NOW, THEREFORE, for good and valuable consideration, receipt of which is hereby acknowledged, the parties hereto agree as follows:

1. As used herein, the following terms shall have the following respective meanings:

"Insolvency Proceeding" means any receivership, conservatorship, general meeting of creditors, insolvency or bankruptcy proceeding, assignment for the benefit of creditors or any proceeding or action by or against Borrower for any relief under any bankruptcy or insolvency law or other laws relating to the relief of debtors, readjustment of indebtedness, reorganizations, dissolution, liquidation, compositions or extensions, or the appointment of any receiver, intervenor or conservator of, or trustee, or similar officer for, Borrower or any substantial part of their respective assets, including, without limitation, proceedings under the United States Bankruptcy Code.

"Lien" means any pledge, assignment, hypothecation, mortgage, deed of trust, security interest, deposit arrangement, option, conditional sale or title retaining contract, financing statement filing, or any other type of lien or charge.

"Person" shall mean an individual, a partnership, a corporation (including a business trust), a joint stock company, a trust, an unincorporated association, a joint venture, a limited liability company, a limited liability partnership or other entity, or a government or any agency, instrumentality or political subdivision thereof.

"Senior Default" means any default in the payment (whether of principal, interest, fees or otherwise, and whether at the scheduled due date thereof, by acceleration or otherwise) of any of the Senior Debt when it is due and payable or the occurrence of any other event or condition that would permit the Senior Lenders to cause any of the Senior Debt to become due prior to its due date.

2. All Subordinated Debt shall be subordinate and junior in right of payment and all other respects to all Senior Debt, in the manner hereinafter set forth. No payment of all or any part of the Subordinated Debt, whether of principal, interest, costs and fees or otherwise, whether in cash or other property, by setoff, realizing upon any guaranty, any collateral or otherwise, and whether directly or indirectly, by the exercising of any rights or remedies by the Subordinated Creditor, by defeasance or otherwise, shall be made, exercised, given or received, unless and until the Senior Debt shall have been paid in full, except that the Subordinated Creditor may receive, and the Borrower may make the payments set forth in Section 1 of the Subordinated Note (each, a "Permitted Payment"), provided that such Permitted Payments may not be made if any Senior Default exists at the time of such payment. Except as provided under the foregoing sentence, the Subordinated Creditor agrees that it may not receive any other payment and the Borrower agrees that it will not make any other payment. For purposes of this Agreement, the Senior Debt shall not be deemed to have been paid in full until all Senior Debt has been paid in full in immediately available funds. If for any reason the Subordinated Creditor receives any payment on account of the Subordinated Debt contrary to the terms of this Agreement, such payments will be held by the Subordinated Creditor in trust for the Senior Lender and will be immediately turned over to the Senior Lender to be credited against the Senior Debt.

3. In the event of any Insolvency Proceeding, any payment or distribution of any kind (whether in cash, securities or other property) which otherwise would be payable or deliverable with respect to the Subordinated Debt shall be paid or delivered directly to the Senior Lender, for application to the Senior Debt until the Senior Debt shall have been paid in full. In any Insolvency Proceeding, the Subordinated Creditor agrees that (i) it will not initiate, prosecute or participate in any claim, action or other proceeding challenging the enforceability, validity, perfection or priority of the Senior Debt or any Liens or guaranties securing or guaranteeing the Senior Debt, (ii) it will not object to, and it will be deemed to have consented to, any financing provided to the Borrower consented to by the Senior Lender and any Lien granted to secure such financing, and it will not request any adequate protection or other relief in connection therewith, and (iii) it will not object to any motion by any holder of Senior Debt seeking relief from the automatic stay.

4. The Subordinated Creditor and the Borrower each hereby represents and warrants to, and agrees with, the Senior Lender that: (a) attached hereto as Schedule A is a correct and complete copy of the Subordinated Debt Documents; and (b) as of the date hereof, the total principal balance of the Subordinated Note is \$_____.

5. Until all of the Senior Debt has been paid in full, the Subordinated Creditor and the Borrower agree as follows: (a) the Subordinated Creditor will not ask, demand, sue for, take or receive from Borrower, whether with respect to principal, interest, costs and fees or otherwise, whether in cash or other property, by setoff, realizing upon collateral or otherwise, and whether directly or indirectly, all or any part of the Subordinated Debt or otherwise enforce any of its rights or remedies in connection with the Subordinated Debt, except that the Subordinated Creditor may receive and retain Permitted Payments as provided in Section 2 above; (b) the Subordinated Creditor and the Borrower shall not assign, transfer, or modify, terminate, amend or supplement any Subordinated Debt Document or any of the other terms of the Subordinated Debt; (c) other than the existing agreements and instruments attached hereto as Schedule A, the Borrower has not and will not issue any instrument, agreement or other writing evidencing, guaranteeing or securing any part of the Subordinated Debt or allow any Liens on or with respect to the Property to secure the Subordinated Debt; (d) the Subordinated Creditor will not commence or join with any other creditors of Borrower in commencing any Insolvency Proceeding; (e) the Borrower shall give the Senior Lender prompt notice of any default under the Subordinated Debt; and (f) neither the Borrower nor the Subordinated Creditor otherwise shall take or permit any action prejudicial to or inconsistent with the Senior Lender's priority position over the Subordinated Creditor that is created by this Agreement.

6. The Subordinated Mortgage is hereby made subordinate, junior and inferior and postponed in priority, operation and effect to the priority, operation and effect of the Senior Mortgage. Until such time as this Agreement is terminated: (i) the Subordinated Creditor shall not exercise any right or remedy to which it may be entitled with respect to the Subordinated Mortgage, including, without limitation collecting or repossessing, or foreclosing on the Property or notifying the Borrower with respect thereto of the Subordinated Mortgage; (ii) the Senior Creditor shall have the sole and exclusive right to take possession of, commence and conduct foreclosure proceedings with respect to, or otherwise dispose of and realize on or otherwise exercise any rights with respect to, the Property, and shall direct and control any sale or other disposition of the Property, whether pursuant to any foreclosure, repossession or other judicial proceedings or otherwise without the consent or approval of the Subordinated Creditor; (iii) the Subordinated Creditor's rights in the event of any such sale shall be limited to the rights to receive any excess proceeds thereof, after irrevocable payment in full of all Senior Debt and the termination of the Senior Debt Documents; (iv) the Subordinated Creditor agrees that in the event the Senior Creditor releases the Senior Mortgage, the Subordinated Creditor will, not later than simultaneously with the release or termination of the Senior Mortgage, terminate and release the Subordinated Mortgage and take such other actions to effect the same; and (v) the Subordinated Creditor shall not hinder or delay the Senior Creditor in the exercise of any of its rights and remedies with respect to the Property and shall not interfere with or in any manner oppose a disposition of, or other realization on, the Property by the Senior Creditor. The Senior Creditor shall have no obligation to marshal any present or future security, guaranty or other support available to it or to resort to such security in any particular order and may dispose of the Property in such manner as the Senior Creditor shall deem appropriate in its sole and absolute discretion. The subordination and priorities specified in this Agreement are applicable regardless of the time or order of attachment or perfection of the liens evidenced by the Senior Mortgage and the Subordinated Mortgage.

7. This Agreement shall constitute a continuing agreement of subordination which shall remain in effect until such time as the Senior Debt is paid in full. If there is any conflict between the terms and provisions of this Agreement and the terms and provisions of the Subordinated Debt Documents, the terms and provisions of this Agreement shall control. The rights granted to the Senior Lender in this Agreement are solely for its protection and nothing herein contained imposes on the Senior Lender any duties with respect to any property of the Borrower or the Subordinated Creditor heretofore or hereafter received by the Senior Lender except for return of the Subordinated Note. The Subordinated Creditor and the Borrower

shall execute and deliver to the Senior Lender such further documents, agreements and instruments and shall take such further action as the Senior Lender may at any time or times reasonably request in order to carry out the provisions and intent of this Agreement.

8. Without notice to or the consent of the Subordinated Creditor, the Senior Lender may, at any time and from time to time and without impairing or releasing the subordination herein made, do any one or more of the following: (a) change the manner, place or terms of payment, or change or extend the time of payment, of the Senior Debt, or amend or supplement in any manner the documentation evidencing, securing or relating to the Senior Debt; (b) release any Person liable in any manner for the payment or collection of the Senior Debt; (c) exercise or refrain from exercising any rights with respect to the Senior Debt against the Borrower, any guarantor of the Senior Debt or any other Person; (d) apply any monies or other property paid by any Person or otherwise available to the Senior Debt; (e) accept or release, or fail to perfect an interest in, any collateral or security for the Senior Debt; or (f) take or omit to take any other action with respect to the Senior Debt which may impair or adversely affect the subordination herein made.

9. This Agreement shall be binding upon the Borrower and the Subordinated Creditor and their successors and assigns and shall inure to the benefit of the Senior Lender and its successors and assigns. This Agreement constitutes the entire understanding among the Borrower, the Subordinated Creditor and the Senior Lender regarding the subject matter provided for in this Agreement. Any provision this Agreement that is held to be inoperative, unenforceable, or invalid in any jurisdiction shall, as to that jurisdiction, be inoperative, unenforceable, or invalid without affecting the remaining provisions in that jurisdiction or the operation, enforceability, or validity of that provision in any other jurisdiction, and to this end the provisions of this Agreement are declared to be severable. This Agreement may only be modified by writing signed by the Borrower, the Subordinated Creditor and Senior Lender. This Agreement is a contract made under, and shall be governed by, and construed in accordance with, the laws of the State of Wisconsin applicable to contracts made and to be performed entirely within such State without giving effect to choice of law principals of such State. This Agreement may be executed in any number of counterparts, and telecopied signatures and signatures sent by electronic mail message shall be effective as originals.

[Signature page follows]

WITNESS the due execution of this Agreement as of the day and year first above written.

HOMETOWN BANK

By: _____
Name:
Title:

NELSON NAME PLATE COMPANY,
a California corporation

By: _____
Name: Hosmel Galan
Title: Chief Executive Officer

CITY OF BERLIN

By: _____
Name: Richard D. Schramer
Title: Mayor

By: _____
Name: Jodie K. Olson
Title: City Administrator

SCHEDULE A

Copy of Subordinated Debt Documents

4823-2019-8596 v3 [50275-1]

DATE: August 7, 2020

TO: Common Council

FROM: Jodie Olson

RE: Health Insurance Renewal

BACKGROUND: Our agent, Cassie Bornick, provided me the attached renewal for our health insurance. She was able to negotiate the increase down to only 4%, which is very good. Cassie will be present for our discussion.

RECOMMENDATION: Accept the employee health insurance renewal with Arise/WPS for October 1, 2020 thru September 30, 2021.



City of Berlin
Group Health Side by Side Comparison
October 1, 2020

	ARISE Health Plan		WPS Health Insurance	
	Base Option		Buy-Up Option	
Benefit Highlights	In-Network	Out-of-Network	In-Network	Out-of-Network
Deductible				
Individual	\$3,500		\$3,500	\$3,500
Family	\$7,000		\$7,000	\$7,000
Coinurance	100%		100%	70%
Maximum Out-of-Pocket				
Individual	\$3,500		\$3,500	\$8,000
Family	\$7,000		\$7,000	\$16,000
Deductible Type	Embedded		Embedded	Embedded
Office Visit		No Out-of-Network Benefits Available		
Primary Care Physician	Ded./Coins.		Ded./Coins.	Ded./Coins.
Specialist	Ded./Coins.		Ded./Coins.	Ded./Coins.
Preventative Services	Covered 100%		Covered 100%	Ded./Coins.
Hospitalization Services	Ded./Coins.		Ded./Coins.	Ded./Coins.
Urgent Care	Ded./Coins.		Ded./Coins.	Ded./Coins.
Emergency Room	Ded./Coins.		Ded./Coins.	Ded./Coins.
Prescription Drugs	Ded./Coins.		Ded./Coins.	Ded./Coins.
Provider Network	Arise HMO.		WPS Statewide POS	
Network Website	www.wecareforwisconsin.com		www.wpsic.com	
Administration Fee	N/A		N/A	
Rates	Current	Renewal	Current	Renewal
9 Employee:	\$383.68	\$399.03	\$447.11	\$464.99
5 Limited Family	\$763.37	\$793.90	\$890.22	\$925.83
16 Family	\$1,097.97	\$1,141.89	\$1,280.72	\$1,331.95
Total Monthly Premium:	\$24,837.49	\$25,831.01		
Total Annual Premium:	\$298,049.88	\$309,972.12		
Change From Current:		4.0%		

Buy-Up Employee Cost (Non-Union)

Current	\$	16.49
	\$	32.98
	\$	47.52

Buy-Up Employee Cost (Union)

Current	\$35.00	Renewal
	\$70.00	\$36.44
	\$101.00	\$72.68
		\$104.61

Please note: Any change in the census may impact the rates.

This benefit comparison is not intended as a complete description of the insurance coverage offered. This benefit comparison will not replace the policy and certificate of coverage provided by the insurance

MEMORANDUM OF UNDERSTANDING

This Memorandum of Understanding is between the Green Lake County Sheriff's Office (the "GLSO") and the City of Berlin Police Department (the "LPD") to set forth the terms of use and payment for sharing the LeadsOnline database/software program.

WHEREAS, the Green Lake County Sheriff's Office has entered into a contract with LeadsOnline, LLC.

WHEREAS, LeadsOnline, LLC is a confidential database accessible exclusively by Law Enforcement Agencies for the purpose of identifying property or persons suspected in crimes against persons or property.

WHEREAS, the LPD wishes to have access to the LeadsOnline database to assist with its investigations of crime;

NOW THEREFORE, in consideration of the promises and covenants contained herein, the GLSO and LPD agree to the following:

1. The LPD meets the definition of "law enforcement agency" in the LeadsOnline Agency Agreement, signed by the GLSO.
2. For purposes of this MOU, "law enforcement officer" means any person employed by Green Lake County and any city, village or town located in Green Lake County, for the purpose of detecting and preventing crime and enforcing laws or ordinances and who is authorized to make arrests for violations of the law or ordinances that the person is employed to enforce.
3. The LPD agrees to follow the terms of the LeadsOnline Agency Agreement signed by the GLSO, and all terms of the agreement are incorporated by reference as if fully set forth herein. A copy of the LeadsOnline Agency Agreement is attached as Addendum A.
4. The LPD agrees to reimburse the GLSO for a proportionate cost of the LeadsOnline database subscription amount. The formula for determining the LPD's cost is the annual cost will be divided by the number of full-time law enforcement officers of LPDs who sign an MOU plus the number of full-time law enforcement officers for the GLSO which will be divided into the annual cost of the subscription to find the cost per law enforcement officer. Then the cost per law enforcement officer will be multiplied by the number of full-time law enforcement officers in each LPD for the total cost to each participating LPD.

5. The GLSO will invoice the LPD after the first of each year for the LPD's proportionate cost of the subscription service. The invoice is due and payable 30 days after receipt.
6. The LPD agrees that if the GLSO cancels the LeadsOnline Database subscription agreement, that the LPD will no longer have access to the database and will have no recourse against the GLSO for cancellation of the subscription agreement.
7. The GLSO agrees that if it cancels the subscription to LeadsOnline, and if it receives a prorated refund for the yearly subscription fee, that the GLSO will refund a prorated sum to the LPD for its share of the subscription fees.
8. This MOU will remain in effect as long as the GLSO maintains a subscription to LeadsOnline and the LPD pays its share of the subscription service.

BY: Green Lake County
Office of the Sheriff

BY: City of Berlin
Police Department

Mark Podoll, Sheriff

James D. Lind, Interim Chief of Police

Date

Date

Approved as to form:

Approved as to form:

Dawn N. Klockow
Corporation Counsel

Matthew G. Chier
City Attorney

Date

Date

AN ORDINANCE CREATING CITY OF BERLIN TRAVEL & TOURISM COMMISSION

The Common Council of the City of Berlin do ordain as follows:

Section 66-49 of the Code of Ordinances of the City of Berlin is hereby created as follows:

Sec. 66-49. – Travel & Tourism Commission

- (a) *Creation.* Pursuant to Wis. Stats. § 66.0615(b)1 and § 66.0615(c), there is hereby created a City of Berlin Travel & Tourism Commission (hereinafter referred to in this section 66-49 as the “Commission”) to conduct tourism promotion and tourism development within the city.
- (b) *Composition.* The Commission shall consist of 6 members. At least one Commissioner shall represent the Wisconsin hotel and motel industry. Commissioners shall be appointed by the mayor and confirmed by majority vote of those present by the common council.
- (c) *Term.* Commissioners shall serve for a one-year term expiring on January 1 at the pleasure of the mayor and may be reappointed.
- (d) *Officers.* The Commission shall elect a chairperson, vice chairperson and secretary at the first meeting after creation of the Commission, and then annually at the regular meeting held after January 1 of each year.
- (e) *Meetings.* The Commission shall meet regularly and conduct its proceedings in accordance with the most current edition of Robert's Rules of Order, Newly Revised.
- (f) *Duties.*

The Commission shall have the following duties:

- (1) Use the hotel-motel room tax appropriated to the Commission for tourism promotion and tourism development within the city.
- (2) Submit a report to the common council on or before November 1 of each year, itemizing its expenditures and proposing its budget for the following year.
- (3) The Commission may not use any of the hotel-motel room tax revenue to construct or develop a lodging facility.
- (g) *Appropriation.*

Pursuant to Wis. Stat. §§ 66.0615(d), the city shall appropriate all of the hotel-motel room tax revenues collected during each fiscal year to the Commission.

This ordinance shall take effect the day after publication.

The numeric section numbers and headings of any portions of the Code of Ordinances affected by this Ordinance shall be subject to modification in the discretion of the codifier, and the approval of the city attorney, during codification into the city's current Code of Ordinances.

Passed, approved and adopted this ____ day of _____, 2020.

ROLL CALL VOTE:

CITY OF BERLIN

____ AYES
____ NAYS
____ ABSENT

BY: _____
Richard D. Schramer, Mayor

APPROVED AS TO FORM:

ATTEST: _____
Jodie Olson, City Clerk

Matthew G. Chier, City Attorney

CITY OF BERLIN
BOARD, COMMITTEE, COMMISSION & COMMON COUNCIL
APPLICATION FORM

Name: Nancy Gimenez

Address: 150 Center St Berlin Wi. 54923

Phone: Day 920-229-7171 (c) Evening : same

E-mail address: gimenezn1969@gmail.com

City residency is required for appointment to a City board, committee or commission. Other eligibility requirements may also exist.

Area of Interest:

<input type="checkbox"/> Board of Review	<input checked="" type="checkbox"/> Oakwood Cemetery Board
<input type="checkbox"/> Parks & Recreation Commission	<input type="checkbox"/> Committee On Aging
<input type="checkbox"/> Plan Commission	<input type="checkbox"/> Common Council Vacancy, Ward #___
<input type="checkbox"/> Police & Fire Commission	<input type="checkbox"/> Community Development Authority
<input type="checkbox"/> Water & Sewer Commission	<input type="checkbox"/> Housing Task Force
<input type="checkbox"/> Zoning Board of Appeals	<input type="checkbox"/> Library Board
<input type="checkbox"/> Other _____	

Applicant Questions (attach additional sheets if necessary)

1. Do you have any issues with attending meetings at the specified times? (See Meeting Schedule) The time listed on this form works well for me. Daytime meetings would not typically work as I work full time

2. Please indicate why you are interested in serving on any of the above Board, Committee or Commission: I am currently a Hospice nurse, and in a Thanatology Graduate program, graduating in 2021. Thanatology is the study of death, dying and grieving. Personally, I have always admired and appreciated our City's Cemetery.

3. What knowledge, experience, or abilities do you have that would make you an effective board member: As outlined above

4. Please provide any additional information for consideration: I have been a long time resident of Berlin, and find the cemetery to be a rich part of our history. I would be interested in learning more, and being active in its preservation.

Thank you all kindly for your consideration. Sincerely,
Nancy Gimenez

CITY OF BERLIN
BOARD, COMMITTEE, COMMISSION & COMMON COUNCIL
APPLICATION FORM

Name: JIM JODARSKI

Address: 583 ANN COURT BERLIN

Phone: Day 361-4721 Evening 361-4721

E-mail address: ruthjodarski@gmail.com

City residency is required for appointment to a City board, committee or commission. Other eligibility requirements may also exist.

Area of Interest:

- | | |
|--|---|
| <input type="checkbox"/> Board of Review | <input type="checkbox"/> Oakwood Cemetery Board |
| <input type="checkbox"/> Parks & Recreation Commission | <input checked="" type="checkbox"/> Committee On Aging |
| <input type="checkbox"/> Plan Commission | <input type="checkbox"/> Common Council Vacancy, Ward # <u> </u> |
| <input type="checkbox"/> Police & Fire Commission | <input type="checkbox"/> Community Development Authority |
| <input type="checkbox"/> Water & Sewer Commission | <input type="checkbox"/> Housing Task Force |
| <input type="checkbox"/> Zoning Board of Appeals | <input type="checkbox"/> Library Board |
| <input type="checkbox"/> Other <u> </u> | |

Applicant Questions (attach additional sheets if necessary)

1. Do you have any issues with attending meetings at the specified times? (See Meeting Schedule)

NO

2. Please indicate why you are interested in serving on any of the above Board, Committee or Commission:

Maybe I can help or promote programs or activities that will enhance the quality of life for all seniors. All seniors deserve to be happy - let's try to make it happen.

3. What knowledge, experience, or abilities do you have that would make you an effective board member:

I feel I have accumulated a lifetime of knowledge + experiences. I've had great parents and good friends - great sources of knowledge. Plus 44 years+ in the business world. I'm a good listener, sensitive, caring, practical, good money manager.

4. Please provide any additional information for consideration: The Senior Center is a great asset to the community - let's keep it strong and active.

CITY OF BERLIN
BOARD, COMMITTEE, COMMISSION & COMMON COUNCIL
APPLICATION FORM

Name: Judy Hale

Address: 292 E. Berlin St, Berlin WI 54923

Phone: Day 361-3951 Evening _____

E-mail address: N/A

City residency is required for appointment to a City board, committee or commission. Other eligibility requirements may also exist.

Area of Interest:

- | | |
|--|---|
| <input type="checkbox"/> Board of Review | <input type="checkbox"/> Oakwood Cemetery Board |
| <input type="checkbox"/> Parks & Recreation Commission | <input checked="" type="checkbox"/> Committee On Aging |
| <input type="checkbox"/> Plan Commission | <input type="checkbox"/> Common Council Vacancy, Ward # _____ |
| <input type="checkbox"/> Police & Fire Commission | <input type="checkbox"/> Community Development Authority |
| <input type="checkbox"/> Water & Sewer Commission | <input type="checkbox"/> Housing Task Force |
| <input type="checkbox"/> Zoning Board of Appeals | <input type="checkbox"/> Library Board |
| <input type="checkbox"/> Other _____ | |

Applicant Questions (attach additional sheets if necessary)

1. Do you have any issues with attending meetings at the specified times? (See Meeting Schedule)

No issues.

2. Please indicate why you are interested in serving on any of the above Board, Committee or Commission:

I am a very active member of the Senior Center and would love to be more involved.

3. What knowledge, experience, or abilities do you have that would make you an effective board member:

I was a previous director of the Senior Center and am familiar with many members, as well as their needs and wants.

4. Please provide any additional information for consideration:

I just want to help keep the Senior Center as a focal point in the Community.

TO: COMMON COUNCIL

FROM: MIDGE SEAMAN AND SUSAN THOM, DEPUTY CLERKS

RE: AMENDMENT TO RENDEZVOUS CLASS "B" BEER AND "CLASS B" LIQUOR LICENSE

Mark Vandre, owner of Rendezvous, has requested, in writing, an amendment to section C, line 4 on his Renewal Alcohol Beverage License Application to include "liquor service to the front terrace of the building." Vandre requested this amendment for the purpose of applying for a Temporary Street Privilege Permit. Letter from Vandre attached for review.

The Rendezvous Tavern
114 N Capron St
Berlin, WI 54923

08/04/2020

To whom it may concern,

I Mark Vandre, would like to request an amendment to the Rendezvous Tavern's current liquor permit. This amendment would include liquor service to the front terrace of the building.

Thank you for your consideration in this matter.

Sincerely,

A handwritten signature in black ink, appearing to read 'Mark Vandre', with a stylized, cursive script.

Mark Vandre

Renewal Alcohol Beverage License Application

(Submit to municipal clerk. Read instructions on page 3.)

For the license period beginning July 1 2020 ending: June 30 2021
(mm dd yyyy) (mm dd yyyy)

To the Governing Body of the: ☐ Town of ☐ Village of ☒ City of Berlin

County of Green Lake Aldermanic Dist. No. _____
(if required by ordinance)

Check one: ☒ Individual ☐ Limited Liability Company
☐ Partnership ☐ Corporation/Nonprofit Organization

Complete A or B. All must complete C.

A. Individual or Partnership:

Full Name (Last)	(First)	(Middle Name)	Home Address (Street, City or Post Office, & Zip Code)
<u>Vandre</u>	<u>Mark</u>	<u>Richard</u>	<u>114 N. Capron St Berlin Wi 54923</u>
Full Name (Last)	(First)	(Middle Name)	Home Address (Street, City or Post Office, & Zip Code)
Full Name (Last)	(First)	(Middle Name)	Home Address (Street, City or Post Office, & Zip Code)

B. LLC or Corporation (and Agent):

Full Legal Name of Corporation / Nonprofit Organization / Limited Liability Company	Address of Corporation / Limited Liability Company (if different from licensed premises)

All corporations/organizations or limited liability companies applying for a license to sell fermented malt beverages and/or intoxicating liquor must appoint an agent.

Agent Last Name	(First)	(Middle Name)	Home Address (Street, City or Post Office, & Zip Code)

All Officer(s) Director(s) of Corporation and Members / Managers of Limited Liability Company:

President / Member Last Name	(First)	(Middle Name)	Home Address (Street, City or Post Office, & Zip Code)
Vice President / Member Last Name	(First)	(Middle Name)	Home Address (Street, City or Post Office, & Zip Code)
Secretary / Member Last Name	(First)	(Middle Name)	Home Address (Street, City or Post Office, & Zip Code)
Treasurer / Member Last Name	(First)	(Middle Name)	Home Address (Street, City or Post Office, & Zip Code)
Directors / Managers Last Name	(First)	(Middle Name)	Home Address (Street, City or Post Office, & Zip Code)
Directors / Managers Last Name	(First)	(Middle Name)	Home Address (Street, City or Post Office, & Zip Code)

C. Business Information

- Trade Name Rendezvous Business Phone Number 920-361-4437
- Address of Premises 114 N. Capron St Post Office & Zip Code Berlin Wi. 54923
- Does the applicant understand that they must purchase alcohol beverages only from Wisconsin wholesalers, breweries and brewpubs? Yes ☒ No ☐
- Premises description: Describe building or buildings where alcohol beverages are to be sold and stored. The applicant must include all rooms including living quarters, if used, for the sales, service, consumption, and/or storage of alcohol beverages and records. (Alcohol beverages may be sold and stored only on the premises described.) Bar area, Basement, Patio

Applicant's Wisconsin Seller's Permit Number <u>456-0091039379-03</u>	
FEIN Number <u>04-3755612</u>	
TYPE OF LICENSE REQUESTED	FEE
<input type="checkbox"/> Class A beer	\$
<input checked="" type="checkbox"/> Class B beer	\$ <u>8330</u>
<input type="checkbox"/> Class C wine	\$
<input type="checkbox"/> Class A liquor	\$
<input type="checkbox"/> Class A liquor (cider only)	\$ N/A
<input checked="" type="checkbox"/> Class B liquor	\$ <u>250.00</u>
<input type="checkbox"/> Reserve Class B liquor	\$
<input type="checkbox"/> Class B (wine only) winery	\$
Publication fee	\$ <u>12.05</u>
TOTAL FEE	\$ <u>435.35</u>

\$ 80.00 Amusement

TO: Common Council

FROM: Susan Thom and Midge Seaman

Re: Original Alcohol Beverage Retail License and Outdoor Activity Application from The Triple Belt Corporation

BACKGROUND: The Triple Belt Corporation is requesting a Class "B" Beer and "Class B" Liquor for license year 2020-2021 at "City Inn". Location address listed at 689 Broadway Street, Joyce K LaBuda, Agent.

Required approvals met by Attorney Chier and Chief JD. This is contingent upon the City Inn passing Health, Fire and Building Inspections.

Original Alcohol Beverage Retail License Application

(Submit to municipal clerk.)

For the license period beginning: 07/01/2020 ending: 06/30/2021
(mm dd yyyy) (mm dd yyyy)

To the Governing Body of the: ☐ Town of ☐ Village of ☒ City of Berlin

County of Green Lake Aldermanic Dist. No. _____
(if required by ordinance)

Check one: ☐ Individual ☐ Limited Liability Company
☐ Partnership ☒ Corporation/Nonprofit Organization

Applicant's Wisconsin Seller's Permit Number <u>456-0003400952-02</u>	
FEIN Number <u>26-1183421</u>	
TYPE OF LICENSE REQUESTED	FEE
<input type="checkbox"/> Class A beer	\$
<input checked="" type="checkbox"/> Class B beer	\$ <u>100</u>
<input type="checkbox"/> Class C wine	\$
<input type="checkbox"/> Class A liquor	\$
<input type="checkbox"/> Class A liquor (cider only)	\$ N/A
<input checked="" type="checkbox"/> Class B liquor	\$ <u>300</u>
<input type="checkbox"/> Reserve Class B liquor	\$
<input type="checkbox"/> Class B (wine only) winery	\$
Publication fee	\$
TOTAL FEE	\$

Name (individual / partners give last name, first, middle; corporations / limited liability companies give registered name)

The Triple Belt Corporation

An "Auxiliary Questionnaire," Form AT-103, must be completed and attached to this application by each individual applicant, by each member of a partnership, and by each officer, director and agent of a corporation or nonprofit organization, and by each member/manager and agent of a limited liability company. List the full name and place of residence of each person.

President / Member Last Name <u>Kujawa</u>	(First) <u>Elizabeth</u>	(Middle Name) <u>Jane</u>	Home Address (Street, City or Post Office, & Zip Code) <u>739 5 1st St. Milwaukee WI 53204</u>
Vice President / Member Last Name	(First)	(Middle Name)	Home Address (Street, City or Post Office, & Zip Code)
Secretary / Member Last Name	(First)	(Middle Name)	Home Address (Street, City or Post Office, & Zip Code)
Treasurer / Member Last Name	(First)	(Middle Name)	Home Address (Street, City or Post Office, & Zip Code)
Agent Last Name <u>Labuda</u>	(First) <u>Joyce</u>	(Middle Name) <u>K</u>	Home Address (Street, City or Post Office, & Zip Code) <u>558 Ann Ct - Berlin WI 54923</u>
Directors / Managers Last Name	(First)	(Middle Name)	Home Address (Street, City or Post Office, & Zip Code)

1. Trade Name City Inn Business Phone Number 920-510-2417

2. Address of Premises 689 Broadway, Berlin Post Office & Zip Code 54923

3. Premises description: Describe building or buildings where alcohol beverages are to be sold and stored. The applicant must include all rooms including living quarters, if used, for the sales, service, consumption, and/or storage of alcohol beverages and records. (Alcohol beverages may be sold and stored only on the premises described.)

Banquet Hall - 2 bar areas - 2 kitchen areas, basement, office, storage area, patio + parking lot

4. Legal description (omit if street address is given above): _____

5. (a) Was this premises licensed for the sale of liquor or beer during the past license year? ☒ Yes ☐ No

(b) If yes, under what name was license issued? Tradename: City Inn Banquet Hall,

David Parker, owner

6. Is individual, partners or agent of corporation/limited liability company subject to completion of the responsible beverage server training course for this license period? If yes, explain ☐ Yes ☒ No
7. Is the applicant an employee or agent of, or acting on behalf of anyone except the named applicant? ☐ Yes ☒ No
If yes, explain.
8. Does any other alcohol beverage retail licensee or wholesale permittee have any interest in or control of this business? If yes, explain ☐ Yes ☒ No
9. (a) Corporate/limited liability company applicants only: Insert state Wisconsin and date 9-12-2007 of registration.
- (b) Is applicant corporation/limited liability company a subsidiary of any other corporation or limited liability company? If yes, explain ☐ Yes ☒ No
- (c) Does the corporation, or any officer, director, stockholder or agent or limited liability company, or any member/manager or agent hold any interest in any other alcohol beverage license or permit in Wisconsin? ☒ Yes ☐ No
If yes, explain. City of Milwaukee, WI
10. Does the applicant understand they must register as a Retail Beverage Alcohol Dealer with the federal government, Alcohol and Tobacco Tax and Trade Bureau (TTB) by filing (TTB form 5630.5d) before beginning business? [phone 1-877-882-3277] ☒ Yes ☐ No
11. Does the applicant understand they must hold a Wisconsin Seller's Permit? [phone (608) 266-2776] ☒ Yes ☐ No
12. Does the applicant understand that they must purchase alcohol beverages only from Wisconsin wholesalers, breweries and brewpubs? ☒ Yes ☐ No

READ CAREFULLY BEFORE SIGNING: Under penalty provided by law, the applicant states that each of the above questions has been truthfully answered to the best of the knowledge of the signer. Any person who knowingly provides materially false information on this application may be required to forfeit not more than \$1,000. Signer agrees to operate this business according to law and that the rights and responsibilities conferred by the license(s), if granted, will not be assigned to another. (Individual applicants, or one member of a partnership applicant must sign; one corporate officer, one member/manager of Limited Liability Companies must sign.) Any lack of access to any portion of a licensed premises during inspection will be deemed a refusal to permit inspection. Such refusal is a misdemeanor and grounds for revocation of this license.

Contact Person's Name (Last, First, M.I.) <u>Elizabeth Kujawa</u>	Title/Member <u>President</u>	Date <u>6-25-20</u>
Signature <u>E Kuj</u>	Phone Number <u>414-510-2412</u>	Email Address <u>elizabeth.kujawa@yahoo.co</u>

TO BE COMPLETED BY CLERK

Date received and filed with municipal clerk <u>07/06/20</u>	Date reported to council / board	Date provisional license issued	Signature of Clerk / Deputy Clerk
Date license granted	Date license issued	License number issued	

**Schedule for Appointment of Agent by Corporation / Nonprofit
Organization or Limited Liability Company**

Submit to municipal clerk.

All corporations/organizations or limited liability companies applying for a license to sell fermented malt beverages and/or intoxicating liquor must appoint an agent. The following questions must be answered by the agent. The appointment must be signed by an officer of the corporation/organization or one member/manager of a limited liability company and the recommendation made by the proper local official.

To the governing body of: ☐ Town ☐ Village ☒ City of Berlin County of Green Lake

The undersigned duly authorized officer/member/manager of Triple Belt Corporation
(Registered Name of Corporation / Organization or Limited Liability Company)

a corporation/organization or limited liability company making application for an alcohol beverage license for a premises known as

City Inn
(Trade Name)
located at 689 Broadway, Berlin

appoints Joyce Labuda
(Name of Appointed Agent)

558 Ann Ct. Berlin WI 54923
(Home Address of Appointed Agent)

to act for the corporation/organization/limited liability company with full authority and control of the premises and of all business relative to alcohol beverages conducted therein. Is applicant agent presently acting in that capacity or requesting approval for any corporation/organization/limited liability company having or applying for a beer and/or liquor license for any other location in Wisconsin?

☐ Yes ☒ No If so, indicate the corporate name(s)/limited liability company(ies) and municipality(ies).

Is applicant agent subject to completion of the responsible beverage server training course? ☐ Yes ☒ No

How long immediately prior to making this application has the applicant agent resided continuously in Wisconsin? 54 years

Place of residence last year 558 Ann Ct. Berlin WI 54923

For: Triple Belt Corporation
(Name of Corporation / Organization / Limited Liability Company)

By: E. K...
(Signature of Officer / Member / Manager)

Any person who knowingly provides materially false information in an application for a license may be required to forfeit not more than \$1,000.

ACCEPTANCE BY AGENT

I, Joyce Labuda, hereby accept this appointment as agent for the
(Print / Type Agent's Name)

corporation/organization/limited liability company and assume full responsibility for the conduct of all business relative to alcohol beverages conducted on the premises for the corporation/organization/limited liability company.

Joyce K. Labuda 7-7-2020
(Signature of Agent) (Date)
558 Ann Ct. Berlin WI 54923
(Home Address of Agent)

Agent's age 54
Date of birth 1-31-1966

APPROVAL OF AGENT BY MUNICIPAL AUTHORITY
(Clerk cannot sign on behalf of Municipal Official)

I hereby certify that I have checked municipal and state criminal records. To the best of my knowledge, with the available information, the character, record and reputation are satisfactory and I have no objection to the agent appointed.

Approved on 7-9-2020 by [Signature] Title POLICE CHIEF
(Date) (Signature of Proper Local Official) (Town Chair, Village President, Police Chief)

Permit Application Outdoor Activity Areas at Alcohol Beverage Licensed Establishments

Permit application requirements. All outdoor activity area permit applications shall include the following:

1. The name and address of the applicant, which must match the name and address stated on the applicant's corresponding alcohol beverage license.

Name: The Triple Belt Corporation

Address: 739 1st St Milwaukee WI 53204

2. The address of the premises upon which the outdoor activity area is located, which must match the address of the premises stated on the applicant's corresponding alcohol beverage license.

Address: 689 Broadway Berlin WI 54923

3. A description of the proposed outdoor activity area, which shall, at a minimum, include the following information:

- a. A description of all intended activities to occur in the outdoor activity area.

patio - smoking area
parking lot - smoking area
Steak Fry's
wedding with outdoor activity's - tent

- b. A description of all plans for live or recorded entertainment proposed to occur in the outdoor activity area.

Steak Fry's
wedding with tent ~~at 12:00~~

- c. Proposed hours that the outdoor activity area will be open for use.

noon - 12:00 am (midnight)

- d. A description of any sound amplification devices intended to be used in the outdoor activity area.

DJ
live band

- e. A description of all lighting intended to be used in the outdoor activity area.

generator lighting

- f. A description of all efforts planned to be taken to mitigate the potential for unwanted light or sound to travel to neighboring properties. The common council may require the applicant to present technical drawings or plans of the sound and lighting system as part of the application.

limiting hours

Volume at reasonable level

- g. A description of all efforts planned to be taken to mitigate the possibility of unauthorized underage persons gaining access to the premises, including any special devices to be used (such as, fencing or security cameras) and any special policies to be implemented (such as utilizing extra security personnel).

extra staff

roping

signs

- h. A description of all efforts planned to be taken to keep the outdoor activity area clean.

extra staff

- i. The capacity of persons able to use the outdoor activity area.

250-300 people

- j. Any planned increase or decrease in off street parking for the lot.

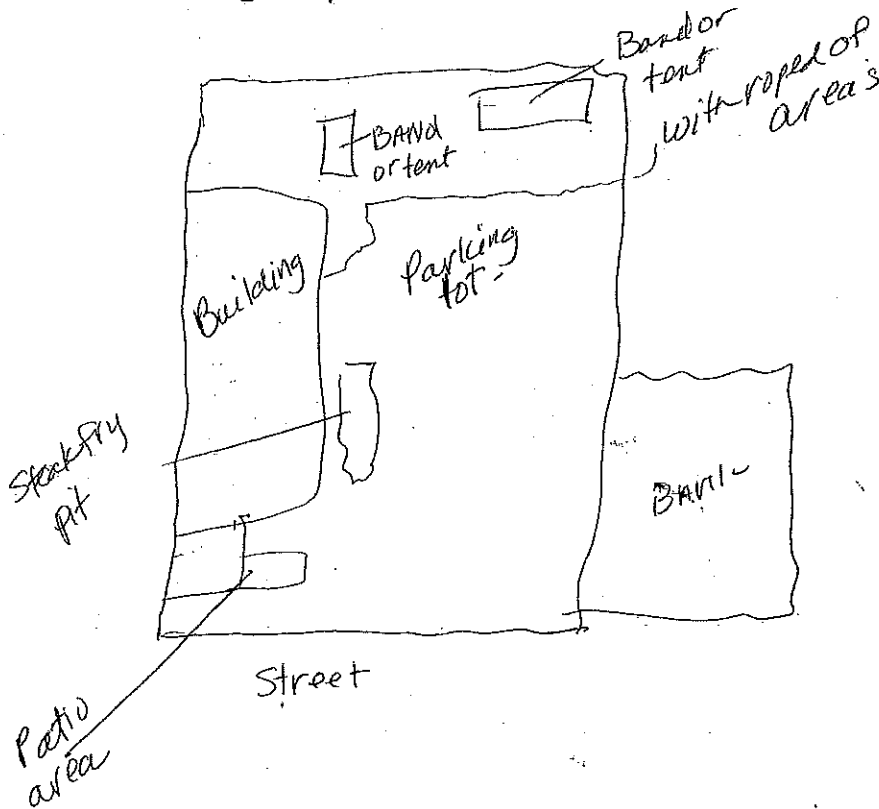
will use parking lot possible need of off street parking - for excess customers

4. A scale drawing shall accompany each application, showing all of the following:
- The proposed size of the outdoor activity area.
 - The proposed location on the lot and dimensional relationship to the principal structure and all other existing improvements.
 - All boundary lines of the subject lot, and the dimensional relationship of such boundaries to each lot line.
 - Proposed locations of prominent fixtures intended for the outdoor activity area, including but not limited to, bars or serving areas, restrooms, entrances and exits, music amplification devices, stages, dancing areas, eating areas, sporting activity areas, sporting activity apparatus, and gaming device areas.
5. A \$10.00 nonrefundable annual fee to cover the costs of processing and investigation of the application. The fee amount for each type of permit shall be according to the fee schedule on file in the clerk-treasurer's office, which may be changed from time to time by resolution of the common council. Code Section 6-47.

E. Kyrus

7/13/20

Owner



Auxiliary Questionnaire Alcohol Beverage License Application

Submit to municipal clerk.

Individual's Full Name (please print) (last name) <u>Kujawa</u>		(first name) <u>Elizabeth</u>		(middle name) <u>Jane</u>	
Home Address (street/route) <u>739 S 1st St</u>		Post Office		City <u>Milwaukee</u>	State <u>WI</u> Zip Code <u>53204</u>
Home Phone Number <u>414-510-2417</u>		Age <u>49</u>	Date of Birth <u>4-19-71</u>		Place of Birth <u>OshKosh</u>

The above named individual provides the following information as a person who is (check one):

- ☐ Applying for an alcohol beverage license as an **individual**.
- ☐ A member of a **partnership** which is making application for an alcohol beverage license.

☒ Elizabeth J. Kujawa, President of The Triple Belt Corporation
(Officer / Director / Member / Manager / Agent) (Name of Corporation, Limited Liability Company or Nonprofit Organization)

which is making application for an alcohol beverage license.

The above named individual provides the following information to the licensing authority:

- How long have you continuously resided in Wisconsin prior to this date? 22 years
- Have you ever been convicted of any offenses (other than traffic unrelated to alcohol beverages) for violation of any federal laws, any Wisconsin laws, any laws of any other states or ordinances of any county or municipality? ☐ Yes ☒ No
 If yes, give law or ordinance violated, trial court, trial date and penalty imposed, and/or date, description and status of charges pending. (If more room is needed, continue on reverse side of this form.)
- Are charges for any offenses presently pending against you (other than traffic unrelated to alcohol beverages) for violation of any federal laws, any Wisconsin laws, any laws of other states or ordinances of any county or municipality? ☐ Yes ☒ No
 If yes, describe status of charges pending.
- Do you hold, are you making application for or are you an officer, director or agent of a corporation/nonprofit organization or member/manager/agent of a limited liability company holding or applying for any other alcohol beverage license or permit? ☒ Yes ☐ No
 If yes, identify. City of Milwaukee - Class B - Liquor + Beer
(Name, Location and Type of License/Permit)
- Do you hold and/or are you an officer, director, stockholder, agent or employee of any person or corporation or member/manager/agent of a limited liability company holding or applying for a wholesale beer permit, brewery/winery permit or wholesale liquor, manufacturer or rectifier permit in the State of Wisconsin? ☐ Yes ☒ No
 If yes, identify. _____
(Name of Wholesale Licensee or Permittee) (Address By City and County)

6. Named individual must list in chronological order last two employers.

Employer's Name <u>DIX</u>	Employer's Address <u>739 S 1st St</u>	Employed From <u>2007</u>	To <u>Present</u>
Employer's Name <u>Miller Brewing Co</u>	Employer's Address <u>Milwaukee WI</u>	Employed From <u>1998</u>	To <u>2007</u>

READ CAREFULLY BEFORE SIGNING: Under penalty provided by law, the undersigned states that each of the above questions has been truthfully answered to the best of the knowledge of the signer. The signer agrees that he/she is the person named in the foregoing application; that the applicant has read and made a complete answer to each question, and that the answers in each instance are true and correct. The undersigned further understands that any license issued contrary to Chapter 125 of the Wisconsin Statutes shall be void, and under penalty of state law, the applicant may be prosecuted for submitting false statements and affidavits in connection with this application. Any person who knowingly provides materially false information on this application may be required to forfeit not more than \$1,000.

S. Kujawa
(Signature of Named Individual)



108 N. Capron Street; PO Box 272
Berlin, WI 54923
(920) 361-5400

July 15, 2020

Patrick Michael Hatton
182 W Moore St
Berlin WI 54923

Dear Mr. Hatton:

RE: Bartender Operator License Application Denial

Your Operator License Application was considered by the City of Berlin Common Council at their regularly scheduled monthly meeting on July 14, 2020. I regret to inform you that the Common Council has denied your application.

Reason for Denial: The reason for denial is related to your 2019 arrest for possession of drug paraphernalia and the outstanding judgement to Winnebago County related to this arrest.

Reconsideration: If you wish to have an opportunity to request a reconsideration of the application by the Common Council, you may submit a written request by August 5, 2020, to the City Clerk's office that states, in detail, the grounds you believe should result in the reversal of the denial. The reconsideration request is required to be signed and will be reviewed by the Common Council in a closed session on August 11, 2020.

If you have any questions, please contact the City Clerk's office at 920-361-5400.

Sincerely,

Jodie Olson, City Clerk

To whomever it may concern,

My name is Patrick Hatton and I am writing this letter to petition the decision to not allow me to work in your city. The letter I received indicating the reason cited my being arrested last year in drug charges. I would first like to clarify I was not arrested. I voluntarily surrendered marijuana that I had in my car after the officer asked if I had any. I was pulled over for a broken windshield. I was issued two tickets, one for possession of marijuana and one for possession of a pipe. They are not criminal offenses, they are a fine only . I have called the winnebago county clerk to both verify all this information and get in contact with the collection agency who has my fines. I hope this clarification helps and would ask that you allow me to work so amongst other things I can pay these outstanding fines off.

Sincerely

Patrick Hatton

**Winnebago County Case Number
2019FO001016 Winnebago, County of vs.
Patrick M Hatton**

The defendant Patrick M Hatton was found guilty of the following charge(s) in this case.

- Possess Drug Paraphernalia (Forfeiture). This is not a criminal offense and results only in a money penalty for this offense.

Notice to employers: It may be a violation of state law to discriminate against a job applicant because of an arrest or conviction record. Generally speaking, an employer may refuse to hire an applicant on the basis of a conviction only if the circumstances of the conviction substantially relate to the particular job. For more information, see Wisconsin Statute 111.335 and the Department of Workforce Development's publication, *Arrest and Conviction Records under the Law*.

**Winnebago County Case Number
2019FO001015 Winnebago, County of vs.
Patrick M Hatton**

The defendant Patrick M Hatton was found guilty of the following charge(s) in this case.

- Possession of THC (Forfeiture). This is not a criminal offense and results only in a money penalty for this offense.

Notice to employers: It may be a violation of state law to discriminate against a job applicant because of an arrest or conviction record. Generally speaking, an employer may refuse to hire an applicant on the basis of a conviction only if the circumstances of the conviction substantially relate to the particular job. For more information, see Wisconsin Statute 111.335 and the Department of Workforce Development's publication, Arrest and Conviction Records under the Law.

2 entries

[Previous](#)

Filing date

County name

Case status

Name

Date of birth

Search Filter

All

All

Search

Search Date

06-24-2019

Winnebago

Closed

Hatton,
Patrick
M

08-1984

06-24-2019

Winnebago

Closed

Hatton,
Patrick
M

08-1984

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