AGENDA:

COMMON COUNCIL MEETING

TUESDAY, FEBRUARY 8, 2022 7:00 PM

COUNCIL CHAMBERS, BERLIN CITY HALL, 2ND FLOOR

MEETING IS OPEN TO THE PUBLIC & CITY HALL IS HANDICAPPED ACCESSIBLE

https://us02web.zoom.us/j/85905140084

Meeting ID: 859 0514 0084 Passcode: 123456

- 1. Call to order/Roll Call
- 2. Seat Virtual Attendees (if necessary)
- 3. General Public Comments. Registration card required (located at podium in Council Chamber).

<u>CONSENT AGENDA</u>: 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.

- 4. Waive the reading of ordinances and resolutions. <u>RECOMMENDATION</u>: Waive the reading of all ordinances and resolutions adopted at this meeting.
- 5. Written reports from the City Clerk, Treasurer, and Building Inspector. <u>RECOMMENDATION</u>: Receive and place on file the written reports from the City Clerk, Treasurer, and Building Inspector.
- 6. Minutes from the January 11th Common Council Meeting. <u>RECOMMENDATION</u>: Approve the minutes.
- 7. DNR Funding Resolution for Lead Lines. <u>RECOMMENDATION</u>: Accept the Committee of the Whole recommendation to approve and adopt Resolution #22-01 Authorize staff Representative to File Applications for Financial Assistance from State of Wisconsin Environmental Improvement Fund.
- 8. EMS Wages. <u>RECOMMENDATION</u>: Accept the Committee of the Whole recommendation to adjust EMS wages as presented.
- 9. Clerk Wages. <u>RECOMMENDATION</u>: Accept the Committee of the Whole recommendation to approve the clerk wages as presented.
- 10. Bills List. RECOMMENDATION: Approve the list of bills for payment.

END OF CONSENT AGENDA

- 11. Resignation from Sewer & Water Commission. <u>RECOMMENDATION</u>: Accept the resignation of Lee Erdmann from Sewer & Water Commission effective immediately.
- 12. Resignation from Board of Appeals. <u>RECOMMENDATION</u>: Accept the resignation of Derek Kwidzinski from Board of Appeals effective immediately.

- 13. Susan Yankowski Proclamation. <u>RECOMMENDATION:</u> Reading of the Mayoral Proclamation honoring Susan Yankowski.
- 14. Boys & Girls Club Banner Request. <u>RECOMMENDATION:</u> Approve the Boys & Girls request to attach banners to six light poles on the Huron St. Bridge for the remainder of 2022.
- 15. City Hall Elevator Repair Bid. RECOMMENDATION: Accept a bid to repair the City Hall Elevator.
- 16. Resolution #22-02 Regarding CDBG RLF Closeout Loan <u>RECOMMENDATION</u>: 1) Waive the Committee of the Whole discussion on this item 2) Approve Resolution #22-02 Authorizing Borrowing and Loan Forgiveness for CDBG RLF Closeout Program.
- 17. 271 McKittrick Building Inspector Report. RECOMMENDATION: Listen to staff presentation.
- 18. Raze or Repair Order for 218 S. Grove Street. <u>RECOMMENDATION</u>: Listen to presentation with discussion and action as appropriate.
- 19. Police Department Employee Residency Requirements. <u>RECOMMENDATION</u>: Accept the Police and Fire Commission Recommendation to change the residency requirement for the Police Department to 25 miles.
- 20. 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.)
- 21. New Business (To be used to request items of new business be put on a future agenda)
- 22. Public Appearances.
- 23. Motion to convene into closed session pursuant to WI §19.85 (1)(c) considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility (*Residency concerns for specific police department personnel*).
- 24. Reconvene into open session and take appropriate action as a result of closed session discussion.
- 25. 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.

CITY OF BERLIN BUILDING REPORT January 2022

	TYPE OF PERMIT		MONTH			YEAR TO DA	DATE		LAST YEAR TO DATE	DATE
		No.	Estimated Value	Permit Cost	No.	Estimated Value	Permit Cost	S S	Estimated Value	Permit Cost
	Single Family Residence	0	\$0.00	\$0.00	0	\$0.00	\$0.00	1	\$315,000.00	\$836.54
	Multi-Family Residence			***************************************	0	00:0\$	00.0\$	0	\$0.00	\$0.00
	Residential Alteration	4	\$59,642.00	\$415.00	4	\$59,642.00	\$415.00	1	\$25,000.00	\$125.00
	Residential Addition	0	\$0.00	\$0.00	0	\$0.00	\$0.00	0	\$0.00	\$0.00
	Residential Garage				0	\$0.00		0	\$0.00	\$0.00
	Residential Garage Alteration	Ę			0	\$0.00	\$0.00	0	\$0.00	\$0.00
	Commercial Building				0	00.0\$	00.0\$	0	\$0.00	\$0.00
	Commercial Alteration				0	\$0.00	\$0.00	4	\$637,191.00	\$3,917.05
<u> </u>	Commercial Addition				0	\$0.00	\$0.00	0	\$0.00	\$0.00
	Signs	0	\$0.00		0	\$0.00	\$0.00	1	\$30,000.00	\$567.63
	Miscellaneous	2	\$0.00	\$60.00	2	\$0.00	\$60.00		\$0.00	\$100.00
	Demolition				0		\$0.00	,	\$4,382.00	\$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
<u> </u>	Driveways	0	\$0.00	00'0\$	0	\$0.00	\$0.00	0	\$0.00	\$0.00
	Trailer Homes				0	\$0.00	\$0.00	0	00.0\$	\$0.00
	Total Building Permits	9	\$59,642.00	\$475.00	9	\$59,642.00	\$475.00	6	\$1,011,573.00	\$5,621.22
	Commercial Plan Approval									
	Plumbing Permits	3	\$7,143.00	\$155.00	3	\$7,143.00	\$155.00	5	\$81,817.00	\$606.84
	Electrical Permits	3	\$20,252.00	\$151.91	3	\$20,252.00	\$151.91	3	\$98,130.00	\$866.33
	Heating Permits	1	\$129,500.00	\$910.00	-	\$129,500.00	\$910.00	4	\$22,942.00	\$318.97
	Total Permit Fees	13	\$216,537.00	\$1,691.91	13	\$216,537.00	\$1,691.91	21	\$1,214,462.00	\$7,413.36

				January 31, 2022 Month-End Balance to Bank Statement	1, 2022 o Bank Statement			
		County Other			7,700			
Comparison Com		General City	Capital Project Bonding	EMS Account	Usfity	Tax	ERF	SEWER B&I
Part	City's Beginning Balance	380,271.47		69,683.63	1,376,716.06	2,215,803.10	154,739.89	-
Color Colo	Deposit In Transit	- 40'70'7'70'C		42,196.71	206,373.29	2,873,481.75	19.71	•
1,2,2,2,2,2,3,3,3,3,3,3,3,3,3,3,3,3,3,3,	Payroll	(145,765.21)			(23,142.40)			0.00
Online International Continue of the Co	Other Payments			0.00		(4,516.47)		
Committed Chances Comm	TOTAL PAYMENTS			(35,00)		(3,90),349,49)	•	0.00
Victor Cross Vict	Outstanding Checks: Misc/Bank Fron					(no constant)		00.0
Part	Voided Check							
Transported by Company 1997 Tran	Payrolf	2,221.49			230.87		,	0.00
	TOTAL OHIETANDING CHECKS	1,044,905.13			127,980,15	456.01		0.00
	Balance	4 062 972 84		+	128,211.02	4.50.07		
Strict Products Street Products Products Street Products Street Products Products Street Products	Ending Bank Balance	4,062,972.84			1,500,154.85	1,183,874.90	154,759,60	
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Control Cont	TRANSPORTATION CONNECT AID	00 000 000 0						
Cuttor Deposit Control Dep	Grant Fund transfer	1 738 738 97						
Page 10 Page	EZ DEPOSIT/TRIP DEPOSIT			16,669,87				
Particle	Refund service charge							
Constitute of Page	Monthly City Deposits Robert Beird wire transfer	67,445.34			150,317.63	2,869,726.39		
Obsiditive Activities 199,000 </td <td>Merchant Bankod Dep</td> <td></td> <td></td> <td></td> <td></td> <td>0 100 0</td> <td></td> <td></td>	Merchant Bankod Dep					0 100 0		
New York Page Pag	Customer ACH pmts				25.572.63	0,1001,00		
Machine Process 18-00.00 18	Point & Pay				30,300.93			
Tit Petreon Acounts	Merchant bankod Police	160.00						
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Pediant Bis months 60,978.44 Pediant Bis months Pediant Bis mont		5,802,282.64	1	42,196.71	206,373.29	2,873,481.75	19.71	
Wild PayOrd Town Stratements 10,201.33 10,201.34 10,201.33 10,201	Payments:	44.000						-
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Health Premium 37,263.67 46,56 <td>Retainer</td> <td>5,276.92</td> <td></td> <td></td> <td>00:1</td> <td></td> <td></td> <td></td>	Retainer	5,276.92			00:1			
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State of WI Business reg 10.00 Positive Pay 2.718.75 Page 14.377.59 Page 14.377.5	EMC INSURANCE CO INSURANCE							
Peating Savings Acct EMPLOYER 2.718.75	State of WI Business reg							
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CITY OF BERLIN -- OFFICE OF THE TREASURER

CITY TREASURER REPORT PERIOD ENDING 01/31/2022

#REF!

#REF!

		FNB100028	FNB131924	*2913				62-11366	61-11361	
		10-11300					61-11362	62-11361		
-	TOTAL W/ NVESTMENTS	7,162,972.84 10-11300	1,183,874.90	244,723.70	111,845.34	1,500,154.85	1,409,759.60 61-11362	3,115,438.44 62-11361	1,171,968.19	15 900 737 86
	:	s,	s	s	s	s	s	s	69	G.
	NVESTMENTS	3,100,000.00		'	1	***************************************	154,759.60 \$ 1,255,000.00	3,115,438.44	1,171,968.19	8.642.406.63
	BALANCE I	4,062,972.84	1,183,874.90 \$	244,723.70 \$	111,845,34 \$	1,500,154.85	154,759.60	8	8	7.258.331.23 \$ 8.642.406.63 \$
		s,	s,	49	43	s	sa	0.10		
	OUTSTANDING CHECKS	1,047,186.62	\$ 456,01 .\$,		(211,145.52) \$ 128,211.02 \$				5 1.175.853.65
,	DISBURSEMENTS	5,802,282,64 \$ (3,166,767.89) \$ 1,047,185.62 \$ 4,062,972.84 \$ 3,100,000,00	2,873,481,75 \$. (3,905,865.96) \$		(35.00)	(211,145.52)		1. (1) (1) (1) (1) (1) (1) (1) (1) (1) (1)		8,924,354.10 \$ (7,283,814,37) \$ 1,175,853,65 \$
	ă	4	5	es.	- *	67	<u></u>			\$
	RECEIPTS	5,802,282.6	2,873,481.7	•	42,196.71 \$	206,373,29	19.71			8,924,354.1
	. WI	₩.	\$	\$	(A)	↔	49			\$
!	ADJ/ VOIDS									\$
	BALANCE	380,271.47	2,215,803.10	244,723.70	69,683.63	1,376,716.06	154,739.89			4,441,937.85
		\$	•	ß	s	s	s			ь
	FUNDS	GENERAL CITY	TAX COLLECTION ACCOUNT.	CAPITAL PROJECT BORROWING	EMS ACCOUNT	WATER & SEWER CHECKING	SEWER EQUIP REPLACMENT FUND	WATER UTILITY	SEWER UTILITY	TOTAL OF ALL FUNDS

SUBMITTED BY: SUSAN THOM, DEPUTY CLERK/TREASURER

PAYROLL FOR JANUARY - 2022

Net Payroll

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							-
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	PAYDATE	Payroll #	PAYROLL TITLE	GENERAL CITY	UTILITY		
							ļ .
	1/7/2022	1	General City	69,619.05			
		,			,		
	1/7/2022	1.01	Fireman 4 Quarter 2021	5,550.79			
						···	
	1/7/2022	1	Utility		11,417.60		
	•						<u> </u>
	1/21/2022	1.02	Crossing guard	59.14			
	1/21/2022	2	Caranal Otto	70 500 00			
	1/2 1/2022		General City	70,536.23			
	1/21/2022	2	Utility		11,724.80		
					17,72,100	**	
	,						
						•	
			•				
						•	
			TOTAL MONTHLY DAVIDOL	C4 45 705 04	#00.440.40		
1			TOTAL MONTHLY PAYROLL	\$145,765.21	\$23,142.40		

*Check Summary Register©

JANUARY 31 2022

	Name	Check Date	Check Ami	
44464	UTILITY CASH - FNB			
	ESRI, INC	1/5/2022	00 00\p	ARCGIS DESKTOP BASIC SINGE USE
15942	GFL SOLID WASTE MIDWEST LL	1/5/2022		SERVICE 01/01/2022 - 01/31/2022
15943 15944	U S POST OFFICE - POSTMASTE	1/5/2022	•	JANUARY 2022 MONTHLY BILLING
	WASTEWATER TRAINING SOLU	1/5/2022		O HUFF - COLLECTION SYSTEM
15945	WISCONSIN EMERGENCY MNG	1/5/2022		TIER II - WELL #6
15946	BERLIN OIL PRODUCTS	1/7/2022	•	SET OF RUNNING BOARDS
15947	COMPASS MINERALS	1/7/2022	•	COARSE SOLAR SALT - BULK
15948	FIRST SUPPLY LLC - OSHKOSH	1/7/2022	· ·	B&G OIL TUBE
15949 15950	MARTELLE WATER TREATMENT	1/7/2022		LIQUID ALUMINUM SULFATE
15950	SUPERIOR CHEMICAL CORP	1/7/2022	, ,	EVER GREEN GREASE MICOR MOP XL
15951	U S CELLULAR	1/7/2022		MONTHLY SERVICE 12/16/21-01/15/22
15952	USA BLUEBOOK	1/7/2022	+	FLEXIBLE SHUTOFF ROD 8'
15955	WALTCO INC	1/7/2022		SAMPLE PICK UPS
4.00	AIRGAS USA LLC	1/14/2022	•	LEASE RENEWAL
15955 15956	BADGER LABORATORIES INC	1/14/2022	•	TOTAL COLIFORM BACTERIA
15957	CINTAS	1/14/2022	•	MOP FRAME/DUST MOP/HANDLE/MATS
15858	FIRST SUPPLY LLC - OSHKOSH	1/14/2022	•	SCH40 NIPPLE/THD BALL/THD BRUSH
\- <u>1</u> -	WISCONSIN RURAL WATER ASS	1/14/2022	•	RESIDENTIAL CROSS-CONNECTION CONT
15959 15960	BERLIN CITY TREASURER	1/14/2022	,	GAS & DIESEL FOR DECEMBER
15961	CCP INDUSTRIES INC.	1/14/2022	•	JERSEY/WINTER KNIT CAP
15962	DIGGERS HOTLINE	1/14/2022	•	PREPAID EMAIL FEES FOR DECEMBER202
15963	DRYDON EQUIPMENT INC	1/14/2022		FLAME ARRESTER
15964	FIRST SUPPLY LLC - OSHKOSH	1/14/2022	•	B&G OIL WICK
15965	KUNKEL ENGINEERING GROUP	1/14/2022	•	2021 STREEET & UTILITY IMPROVEMENTS
15966	MID-STATE OUTFITTERS	1/14/2022	•	SPRAYON LINER
15967	NORTH CENTRAL LABORATORI	1/14/2022		PHOSPHATE STANDARD/TEST'N'TUBE/AM
15868	WILLIAM/REID LTD LLC	1/14/2022	•	FOG ROD/CABLE & CLEANING JACKET
15969	LANDMARK SERVICES COOPER	1/20/2022		MOLYPLEX 500+
15970	U S POST OFFICE - POSTMASTE	1/20/2022	•	FIRST-CLASS PRESORT FEE
15971	USA BLUEBOOK	1/20/2022	•	TUBING 3/8 & 1/4 DISC
15972	CenturyLink	1/20/2022	·	LOCAL SERVICE JAN 09 TO FEB 08, 2022
15973	SUPERIOR CHEMICAL CORP	1/20/2022		ALIVE LIQUID BACTERIA
15974	WISCONSIN RURAL WATER ASS	1/20/2022		WATERWORKS OPERATIONS: ZOELITE SO
15975	XYLEM WATER SOLUTIONS USA	1/20/2022	•	RING CUTTING/WHEEL CUTTER
15976	BADGER LABORATORIES INC	1/27/2022		BOD/SUSPENDED SOLIDS/TOTAL P/AMMO
15977	DON E. PARKER EXCAVATING, I	1/27/2022		2021 STREET & UTILITY PROJECT PAY RE
15978	BADGER LABORATORIES INC	1/27/2022		TOTAL COLIFORM BACTERIA
15979	BERLIN CITY TREASURER	1/27/2022	•	JANUARY 2022 PAYROLLS
15980	FIRST SUPPLY LLC - OSHKOSH	1/27/2022		BEARING ASSY LF B&G
15981	INTERSTATE BATTERY	1/27/2022	\$137.95	
15982	J. F. AHERN COMPANY	1/27/2022		FUME HOOD/FACE VELOCITY TEST - HVAC
15983	JON LUNDT ELECTRIC, INC	1/27/2022		BOILER ROOM DIGESTER
15984	LINCOLN CONTR SUPPLY INC	1/27/2022	\$191.21	WINTER GLOVES
15985	MORAINE PARK TECHNICAL CO	1/27/2022		J CASSIDY-GROUNDWATER SUPPLY/DIST
15986	RIESTERER & SCHNELL, INC	1/27/2022	\$27.51	CABLE
9);		otal Checks	\$172,058.72	

*Check Summary Register©

JANUARY 31 2022

		Check Date	Check Amt	
1.3	Cash in Bank m FNB		Maria di Silanda di Sala	
7.7	ADVANTAGE POLICE SUPPLY IN	1/6/2022	\$3.810.22	SHIRT - SCHROEDER
66690 66691	AMAZON CAPITAL SERVICES, IN	1/6/2022		MEDICAL SUPPLIES
66692	BALLWEG IMPLEMENT CO	1/6/2022		2021 JOHN DEERE 1600 TURBO 2 POST MO
66693	CHIER LAW OFFICE LLC	1/6/2022		RAZE OR REPAIR ACTION 115 W. CERESC
66694	CHRISTENSEN, DOUGLAS A	1/6/2022	•	2022 - JANUARY - CHRISTENSEN HEALTH I
66695	COMPLETE OFFICE OF WI	1/6/2022		MULTI FOLD PAPER TOWEL
66696	DECKER, GORDON	1/6/2022		RESIDENTIAL HOUSING INCENTIVE - 781 S
66697	FINISHLINE STUDIOS	1/6/2022	-	QUARTERLY WEB HOSTING
66698	ITU ABSORBTECH, INC.	1/6/2022	\$90.30	2021 - DECEMBER - UNIFORM SUPPLIES D
66699	JEFFERSON FIRE & SAFETY, IN	1/6/2022	\$151.56	91 RUB RAIL REPAIR - BERLIN EMS
66700	KIESLER POLICE SUPPLY, INC	1/6/2022	\$1,138.44	6 CASES OF AMMO FOR BPD
66701	LANDMARK SERVICES COOPER	1/6/2022	\$10,853.35	2021 - DECEMBER - GAS AND DIESEL SERV
667.02	MEYER, LUKE	1/6/2022	\$60.00	INSTRUCTOR DEVELOPMENT TRAINING
66703	MILLER, ERIC J	1/6/2022	\$3,063.60	2021 - MAY - 6808 LBS OF ECYCLE PICKUP
667.04	MURPHY, VICKI L	1/6/2022	\$3,519.72	2021 - DECEMBER - MURPHY HEALTH REIM
66705	RED POWER DIESEL SERVICE	1/6/2022	\$8,151.71	2003 PIERCE DASH - MAINTENANCE /INSPE
66706	RUNNING INC. TRANSIT SERVIC	1/6/2022	\$22,332.54	2021 - DECEMBER - SHARED RIDE TRANSIT
66707	SEAMAN, MIDGE, PETTY CASH	1/6/2022	\$91.34	2021 - DECEMBER - POSTAGE
66708	SONDALLE FORD LINCOLN MER	1/6/2022		2008 CHEVROLET UPLANDER REPAIR DRA
66709	SUPERIOR CHEMICAL CORP	1/6/2022	\$300.60	CHEMICALS FOR BERLIN SENIOR CENTER
66710	THE BELSON COMPANY INC	1/6/2022		I-MOP PLUS LITHIUM-ION AUTO DISK SCRU
66711	THE LADYBUG FLORAL & GIFTS	1/6/2022	\$56.00	ARRANGEMENT FOR SCOTT ZABEL
66712	THEDACARE LABORATORIES	1/6/2022	•	LEGAL BLOOD DRAWS - PATIENT 61388,31
66713	TOP PACK DEFENSE LLC	1/6/2022		BLAUER SHIRT - SCOTT STRAHAN
66714	vonBRIESEN & ROPER, s.c.	1/6/2022		MATTER # 003161-00030 ATTORNEY STEVE
667,15	ASCAP	1/6/2022	· ·	2022 LICENSE FEE
667,16	BERLIN JOURNAL NEWSPAPER	1/6/2022	•	LIQUOR LICENSE - BERLIN OIL
667,17	BOARDMANCLARK	1/6/2022		CORRESPONDENCE AND CONFERENCE W
667,18	CHARTER COMMUNICATION	1/6/2022		2021 - JANUARY - INTERNET SERVICE AT F
66719	CHIER LAW OFFICE LLC	1/6/2022	• •	2022 - JANUARY - SECRETARIAL AND OVE
66720	CONCENTRA MED COMPLIANCE	1/6/2022		BUNDLE FEE CZEKALSKI AND WILLIS
66721	CONVERGENT SOLUTIONS, INC	1/6/2022		2022 ECS SOFTWARE ASSURANCE
667,22	CULLIGAN WATER	1/6/2022	*	2022 - EQUIPMENT RENTAL AT SENIOR CE
66723	FINISHLINE STUDIOS	1/6/2022		2022 SSL CERTIFICATE FOR WEBSITE
66724	GFL SOLID WASTE MIDWEST LL	1/6/2022		2022 - JANUARY TRASH AND RECYCLE SE
66725	GR LK COUNTRY VISITORS BUR	1/6/2022		2022 - ANNUAL MEMBERSHIP FEE
66726	GRAY'S, INC	1/6/2022		16" SCHMIDT BLADE FOR DPW
66727	GREEN LAKE AREA ANIMAL SHE	1/6/2022	•	2022 - DONATION TO ANIMAL SHELTER
667,28	HEARTLAND ENVIRONMENTAL	1/6/2022		JANITORIAL SUPPLIES FOR PARKS AND PL
66729	HUMPHREY SERVICE PARTS, IN	1/6/2022		AIR AND OIL FILTERS FOR PARKS & PLAYG
66730	JONES, TIMOTHY	1/6/2022	• •	JONES MEDICAL REIMBURSEMENT
66731	LAPWA	1/6/2022		2022 ANNUAL MEMBERSHIP FEE
66732	MID-AMERICAN RESEARCH CHE	1/6/2022	. ,	CHEMICALS FOR DPW
66733	OLSON TRAILER & BODY, LLC	1/6/2022	•	TRAILER PARTS FOR DPW
66734	PENFLEX ACTUARIAL SERVICES	1/6/2022		2022 ANNUAL ADMINISTRATIVE SERVICES
66735	POMP'S TIRE SERVICE, INC.	1/6/2022		TIRES FOR DPW
66736	SHEA ELECTRIC & COMM LLC	1/6/2022		COMPUTER USAGE - MISC SHOP STOCK
66737	SUN LIFE FINANCIAL	1/6/2022		2022 - JANUARY - LIFE INSURANCE BENEFI
66738	UBS FINANCIAL SERVICES INC	1/6/2022		BERLIN FIRE DEPT 32 VOLUNTEERS @ 15.
66739	WASC	1/6/2022	=	2022 BERLIN SENIOR CENTER ANNUAL ME
66740	WI DEPT OF REVENUE - 930208	1/6/2022		2021 MUNICIPAL FEE - MANUFACTURING P FOR CHEMICALS PRESENT DURING 2021 T
66741	WISCONSIN EMERGENCY MNG	1/6/2022	•	2021 JANUARY TAX SETTLEMENT
66742	BERLIN AREA SCHOOL DISTRIC	1/13/2022		2021 JANUARY TAX SETTLEMENT
66743	GREEN LAKE COUNTY TREASU	1/13/2022	\$0.03445.03	ZUZ I JANUART TAA SETTLEWENT

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JANUARY 31 2022

પ્રદેશ વધુન	Name	Check Date	Check Amt	.
		44404000	#40 COE 34	2024 JANUARY TAY SETTLEMENT
66744	MORAINE PARK TECHNICAL CO	1/13/2022		2021 JANUARY TAX SETTLEMENT
66745	WAUSHARA CO TREASURER	1/13/2022		2021 JANUARY TAX SETTLEMENT
66746	BEAR GRAPHICS, INC.	1/18/2022		MINUTES, RESOLUTIONS, DEED BINDERS
66747	BERLIN JOURNAL NEWSPAPER	1/18/2022		AD FOR RECREATION AIDE
66748	BERLIN WATER & SEWER UTILI	1/18/2022		2021 - DECEMBER - WATER & SEWER USE
66749	CHIER, NICK	1/18/2022	*	SCHOLARSHIP RECIPIENT FROM BERLIN C
66750	CITY OF GREEN LAKE	1/18/2022		2021 - NOV AND DEC - TV AT GREEN LAKE
66751	CORPORATE NTWRK SOLUTION	1/18/2022		UPDATES FOR EMERGENCY MANAGEMEN
66752	CVIKOTA COMPANY INC	1/18/2022		2021 - DECEMBER - COLLECTIONS CITY OF
66753	EMERGENCY MEDICAL PRODUC	1/18/2022	•	MEDICAL SUPPLIES FOR BERLIN POLICE D
667,54	KUNKEL ENGINEERING GROUP	1/18/2022	* . •	JOB KU20.1061.00 2021 STREET PROJECTS
66755	LANDMARK SERVICES COOPER	1/18/2022		QWIKLIFT HTB BULK
66756	OSHKOSH F&P EQUIPMENT, INC	1/18/2022	, ,	VANTAGE 180 RIGHT ANGLE FLASHLIGHT
66757	SMOODY, JAMES	1/18/2022		DUPLICATE PAYMENT DUE TO HOSPITAL
66758	TASC	1/18/2022	\$64.00	32 COBRA HEALTH ADMINISTRATIVE FEE 3
667,59	WASTE MANAGEMENT	1/18/2022	\$24,617.16	2021 - DECEMBER - RESIDENTIAL TRASH F
667,60	WORTH COURT REPORTING	1/18/2022	\$435.00	2021 - BOARD OF APPEALS APPEARANCE
66761	ZIETLOW, STACEY	1/18/2022	\$111.30	REIMBURSEMENT FOR CAR SHOW PURCH
66762	AIRGAS USA LLC	1/18/2022	• • • •	AIRGAS FOR DPW
667,63	AMAZON CAPITAL SERVICES, IN	1/18/2022	\$105.03	MEDICAL SUPPLIES FOR EMS
66764	APPLETON FINANCE DEPARTME	1/18/2022		2022 - JANUARY - WEIGHTS AND MEASURE
667,65	BELLA BY DESIGN	1/18/2022	\$25.00	2 NAME PLATES FOR SARA RUTKOWSKI
66766	BOUND TREE MEDICAL, LLC	1/18/2022	\$130.99	MEDICAL SUPPLIES FOR BEMS
667.67	BROOKS TRACTOR INC	1/18/2022	\$707.80	PARTS FOR DPW
66768	CCP INDUSTRIES INC.	1/18/2022	\$397.01	GLOVES FOR DPW
66769	CENTURYLINK	1/18/2022	\$52.37	2022 - JANUARY - LONG DISTANCE PHONE
66770	CHARTER COMMUNICATION	1/18/2022	\$169.98	2022 - JANUARY - INTERNET SERVICE AT C
667,71	CORPORATE NTWRK SOLUTION	1/18/2022	\$19,257.00	SERVER-UPDATES-LICENSING FEES
66772	DMA-NGWI-CFM-RM	1/18/2022	\$700.00	RENTAL OF BERLIN NATIONAL GUARD AR
66773	EMERGENCY MEDICAL PRODUC	1/18/2022	\$2,162.35	MEDICAL SUPPLIES FOR BEMS
66774	PLANTZ, DENNIS W	1/18/2022	\$242.06	2022 - JANUARY - HEALTH INS REIMBURSE
667,75	SECURIAN FINANCIAL GROUP	1/18/2022	\$799.13	2022 - JANUARY - EMPLOYER LIFE INSURA
66776	THEDACARE AT WORK	1/18/2022	\$371.25	2022 EAP CONTRACT
667,77	VIERBICHER ASSOCIATES	1/18/2022	\$2,330.00	CITY OF BERLIN ECONOMIC DEVELOPMEN
667,78	WISCONSIN BIOMEDICAL SERVI	1/18/2022	\$900.00	EMS EQUIPMENT INSPECTION - BERLIN
66779	WMCA	1/18/2022	\$65.00	2022 WMCA MEMBERSHIP - SARA RUTKO
66780	BAKER & TAYLOR	1/18/2022	\$2,263.88	28 UNITS FOR CUSTOMERS
667.81	CINTAS	1/18/2022	\$102.70	2021 - DECEMBER - JANITORIAL SUPPLIES
66782	LISA OBRIST	1/18/2022	\$585.00	2021 - DECEMBER - LIBRARY CLEANING
66783	MIDWEST TAPE	1/18/2022		2021 - DECEMBER - MEDIA 168 UNITS
66784	OSHKOSH OFFICE SYSTEMS	1/18/2022	\$78.53	2021 - DECEMBER - COPIER 7293
66785	Otis Elevator Company	1/18/2022	\$726.96	01/01/22-12/31/22 MAINTENANCE CONTRAC
66786	SUPERIOR CHEMICAL CORP	1/18/2022	\$52.88	DISINFECTANT SPRAY
66787	UNIQUE MANAGEMENT SERVIC	1/18/2022	\$89.50	2021 - NOVEMBER - PLACEMENTS AT BPL
66788	WINNEFOX LIBRARY SERVICES	1/18/2022		2021 - NOVEMBER - UNIQUE MANAGEMENT
66789	WINNEFOX COOPERATIVE TEC	1/18/2022	-	SUPPLIES FOR BERLIN LIBRARY
66790	ALADTEC, INC	1/19/2022	\$4,406.00	SCHEDULING SOFTWARE
66792	CENTURYLINK	1/26/2022		2021 - DECEMBER - PHONE SERVICE - CIT
91	COMPLETE OFFICE OF WI	1/26/2022		INK FOR BERLIN SENIOR CENTER
66793	DON E. PARKER EXCAVATING, I	1/26/2022		PROJ KU20.1061.00 2021 STREET IMPROVE
66794	EMC INSURANCE COMPANIES	1/26/2022		2021 - DECEMBER - GENERAL LIABILITY IN
66795		1/26/2022		2021 - FIRE EQUIPMENT INSPECTION - SEN
66796	J. F. AHERN COMPANY		•	PROJ. KU20.1061.00
66797	KRAEMER NORTH AMERICA	1/26/2022	•	2021 - GRACO LAZER SPRAYERS AND LINE
66798	SHERWIN INDUSTRIES, INC	1/26/2022		2021 - GRACO LAZER SPRATERS AND LINE 2021 - DECEMBER - CENTURYLINK ADV
66799	VIVIAL	1/26/2022	ф49.20	2021 - DECEMBER - CENTOR LINK MOV
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JANUARY 31 2022

4	Name	Check Date	Check Ami	· ·
66800	vonBRIESEN & ROPER, s.c.	1/26/2022	\$4,915.44	POLICE NEGOTIATIONS MATTER#003161-0
66801	W.S. DARLEY & CO	1/26/2022	\$924.85	3 HELMUTS FOR BFD
66802	ASSOCIATED BANK GREEN BAY	1/27/2022	\$482,336.25	2013 GO BOND .
66803	CHRISTENSEN, DOUGLAS A	1/27/2022	\$395.21	2022 - FEBRUARY - CHRISTENSEN RETIRE
66804	CONCENTRA MED COMPLIANCE	1/27/2022	\$120.00	BUNDLE FEE - WEISS AND ZABEL
66805	CUMMINS SALES AND SERVICE	1/27/2022	\$324.13	INSPECTON FOR DPW
66806	DTN, LLC	1/27/2022	\$522.00	2022 - JANUARY - RADAR CONTROL
66807	GREEN LAKE COUNTY FIRE ASS	1/27/2022	\$50.00	BERLIN FIRE DEPARTMENT MEMBERSHIP
66808	ITU ABSORBTECH, INC.	1/27/2022	\$90.30	UNIFORM SERVICE FOR BERLIN DPW
66809	LINDES LASER CAR WASH	1/27/2022	\$70.00	CAR WASH TOKENS FOR BERLIN SENIOR
66810	MGD INDUSTRIAL CORP	1/27/2022	\$87.66	PARTS FOR BERLIN DEPARTMENT OF PUB
66811	MODERN OVERHEAD DOOR CO	1/27/2022	\$619.72	SERVICE CALL AT POLICE GARAGE
66812	Otis Elevator Company	1/27/2022	\$833.00	TESTING AT CITY HALL
66813	SUN LIFE FINANCIAL	1/27/2022	\$195.70	2022 - FEBRUARY - LIFE INSURANCE BENE
66814	WEDA	1/27/2022	\$204.00	2022 WEDA ACADEMY SARA RUTKOWSKI
66815	WACVB/Governor's Conference	1/27/2022	\$225.00	2022 WEM GOVERNOR'S CONFERENCE - S
66816	WISCONSIN PROFESSIONAL PO	1/27/2022	\$340.00	2022 - JANUARY - MONTHLY UNION DUES B
501	1	otal Checks	\$2,781,669,91	•



RESOLUTION # 22-01

AUTHORIZED REPRESENTATIVE TO FILE APPLICATION(S) FOR FINANCIAL ASSISTANCE FROM STATE OF WISCONSIN ENVIRONMENTAL IMPROVEMENT FUND

WHEREAS, it is the desire of the City of Berlin, Wisconsin, a municipal corporation, to file an application(s) for state financial assistance for its water and wastewater facilities, including private lead service line replacements in 2022, under the Wisconsin Environmental Improvement Fund (ss. 281.58, 281.59, 281.60 and 281.61, Wis. Stats.);

WHEREAS, it is necessary to designate a representative for filing said application(s);

NOW BE IT THEREFORE RESOLVED, by the Common Council of the City of Berlin, that the City Administrator is hereby appointed as the Authorized Representative for the City of Berlin for the purpose of filing these applications for state financial assistance under the Wisconsin Environmental Improvement Fund and that the representative is further authorized and empowered to do all things necessary in connection with said application(s).

Passed, approved and adopted by the Common Council of the City of Berlin on February 8, 2022.

ROLL CALL VOTE:	CITY OF BERLIN
AYESNAYSABSENT	BY:
APPROVED AS TO FORM:	ATTEST: Sara Rutkowski, City Clerk
MATTHEW G. CHIER City Attorney	

January 4, 2022

Mayor Joel Bruessel and Members of the Berlin Water & Sewer Commission

It is with regret that I must resign my position on the Berlin Water & Sewer Commission effective immediately. I have enjoyed my time being a part of this Commission.

Sincerely,

Lee A. Erdmann

From: Derek Kwidzinski [mailto:DKwidzinski@designair.com]

Sent: Tuesday, January 4, 2022 1:20 PM

To: Tim Ludolph

Subject: BOA resignation

Tim,

I am writing you to let you know that I will be resigning from my position on the Board of Appeals effective March 1, 2022.

Thank you,



DEREK KWIDZINSKI

Operations Manager

1010 W. Kennedy Ave Kimberly, WI 54136

Direct: 920-702-6820 Cell: 920-410-0193

www.designair.com



PROCLAMATION HONORING SUSAN YANKOWSKI CITY OF BERLIN, WI

WHEREAS, on behalf of the citizens of the City of Berlin, it is the pleasure of the City of Berlin's Common Council and Mayor to offer this Proclamation honoring the Life and Legacy of Susan L. Yankowski for her commitment and passion for the Berlin Community; and

WHEREAS, Susan owned Eskimo Comfort and grew it into a successful retail business which became a cornerstone business in the Berlin Community; and

WHEREAS, Susan was a 18 year member of the Berlin School Board and helped facilitate the addition to the old high school as well as the building of the new high school; and

WHEREAS, Susan was always an avid supporter of the Berlin Community Scholarship Corporation; and

WHEREAS, while serving on the Parks & Recreation Commission, Susan was instrumental in lighting the ball fields, adding heat to the old public pool, establishing a youth center, and initiated the construction of a foot bridge over the Fox River; and

WHEREAS, Susan was also a member of the Berlin Performing Arts Committee that coordinated the concert series; and

WHEREAS, Susan served for many years on the Chamber of Commerce, American Association of University Women, and was a Cub Scout Den Mother;

NOW THEREFORE, BE IT RESOLVED, that the Common Council and Mayor of the City of Berlin, hereby offer this proclamation of Susan L. Yankowski as a permanent record in the archives of the City of Berlin, with a copy forwarded to her family, honoring this woman who was an inspiration throughout the Berlin Community.

Dated this 8th day of February, 2022

Joel Bruessel	
Mayor	



RE: Banners on Bridge

To Whom It May Concern:

We, at the Boys & Girls Club of the Tri-County Area, are celebrating 25 years of serving area youth and their families in 2022. As part of our marketing campaign, we'd like to bring awareness to this milestone and thank the community for their support. We are requesting access to the 6 light poles on the Huron St. bridge to display one 2' x 3' foot banner on each pole and be displayed for the remainder of 2022.

Please find the attached mock ups.

Thank you in advance for your time and consideration.

Sincerely,

Ashley Bartol

Special Events & Marketing Manger

Oshlußachl

OUR MISSION: TO IMPROVE THE LIVES OF CHILDREN AND FAMILIES

GREAT FUTURES START HERE.

Thank You!





BOYS & GIRLS CLUB
OF THE TRI-COUNTY AREA

Thank You!



BOYS & GIRLS CLUB OF THE TRI-COUNTY AREA

To:

Common Council

From:

Sara Rutkowski

Date:

February 2, 2022

Re:

City Hall Elevator Repair Bid

Scott Zabel has been collecting bids to repair the City Hall elevator. They are due this Friday, February 4th, at 1:00 pm. We will send any bids that are received to you electronically and bring hard copies for the meeting.

We are only expecting one to two bids. Our financial policy is to try to have at least three bids. However, elevator repair work is so specialized it would be incredibly difficult, if not impossible, to get three bids for our elevator at this time.

Recommendation: Approve a bid to repair the City Hall Elevator.

DATE: February 3, 2022

TO: Common Council

FROM: Sara Rutkowski

RE: Resolution Regarding CDBG RLF Closeout Loan

BACKGROUND: As a reminder, the City and Utility agreed and budgeted for Water Street and Park Avenue projects for 2021. In order to finance this project, the City needed to obtain funding and looked to apply for two CDBG grants. One was a CDBG-PF (public facilities) grant and the other was a CDBG-RLF Closeout grant. In order to get the CDBG-RLF Closeout grant of \$1.2M, the city had to pay back the original RLF funds given to the City years ago of \$1.2M. The RLF fund only had a portion of the funds required to pay back the state as the other funds are still loan receivables. Therefore, the City needed to come up with \$750,899.99 upfront in order to qualify for the grant. CDBG reps from the state suggested the utility could upfront the funds and get paid back through the grant. The Utility agreed to upfront the funds at its May 2020 meeting for the CDBG RLF-Closeout grant and the City moved forward with the grant applications.

The City was awarded both grants and the Utility did upfront the funds to the City for the CDBG RLF Closeout grant, and the Utility has been reimbursed with grant funding. The project has been completed with the exception of the last layer of asphalt, which will occur in 2022.

In speaking with the auditor, he recommended a resolution be passed by the Common Council memorializing what transpired between the City and the Utility. The resolution outlines the situation regarding the project and grant funding, indicates a loan was made between the city and utility for the CDBG RLF Closeout program and that City has paid back the loan with the CDBG grant funding. It is also necessary that the resolution indicates the Utility will "forgive" the loan, even though it has technically already been paid back through grant funding. This is for an accounting paper entry to clear the receivable because the grant funding is required to be shown on the books as a grant revenue and cannot be directly applied against the loan receivable.

RECOMMENDATION: 1) Waive Committee of the Whole discussion on this item; and 2) Approve Resolution #22-02 Authorizing Borrowing and Loan Forgiveness for CDBG RLF Closeout Program.



RESOLUTION # 22-02

A RESOLUTION AUTHORIZING BORROWING AND LOAN FORGIVENESS FOR CDBG RLF CLOSEOUT PROGRAM

WHEREAS, the Common Council and Water & Sewer Utility Commission agreed that an infrastructure project for Water Street and a portion of Park Avenue was a priority and wished to apply for grant funding through the CDBG-PF and CDBG-RLF Closeout program; and

WHEREAS, in 2020 the City of Berlin Common Council did authorize applications for both the CDBG-PF and CDBG RLF Closeout program and were subsequently awarded both grants; and

WHEREAS, a requirement of receiving the CDBG-RLF Closeout grant was to payback all CDBG RLF funds to the State Department of Administration; and

WHEREAS, on May 27, 2020, the Water & Sewer Utility Commission did authorize the Utility to upfront the necessary CDBG RLF Close-Out Program dollars needed by the City in order to accommodate the project and be paid back via the grant funding received; and

WHEREAS, in 2021 Utility funds were utilized for the buyout of the CDBG-RLF Closeout program to secure the grant and have subsequently been paid back to the Utility;

NOW, THEREFORE, BE IT RESOLVED, that this resolution confirms that the City Administrator/Clerk/Treasurer was authorized for and on behalf of the City of Berlin to do the following:

Arrange for the borrowing and to borrow from the Water & Sewer Utility ("Lender"), and to give instructions to Lender regarding the same;

- Execute and deliver to Lender, from time to time, notes or loan agreements evidencing such debts in such amounts, with such maturities, at such rates of interest and upon such terms and conditions as the City Administrator deems proper, subject to the following conditions:
 - a. The maximum amount that may be borrowed during the year 2021 shall be \$750,899.99.
 - b. The maximum rate of interest shall be 0%.
 - c. The term of repayment shall be one (1) year.

- d. The borrowing must be utilized for payment of the CDBG RLF Close-Out program for purpose of receiving grant funding for the 2021-22 Water Street/Park Avenue project.
- e. The debt shall be unsecured.
- 3. To do all things necessary or appropriate to the authority granted by this Resolution.

BE IT FURTHER RESOLVED, that the Water & Sewer Utility will receive at least \$750,899.99 out of the CDBG grant funding for related project expenses and in return forgive the advance for the CDBG-RLF Closeout funds the amount of \$750,899.99.

Passed, approved and adopted this 8th day of February, 2022.

ROLL CALL VOTE:	CITY OF BERLIN
AYES	BY: Joel Bruessel, Mayor
NAYS	,,
ABSENT	
APPROVED AS TO FORM:	ATTEST: Sara Rutkowski Administrator, Clerk/Treasurer
Matthew G. Chier City Attorney	



108 N Capron St., Berlin, WI 54923
Planning and Development Office
Building Inspection
Ph: 920-361-5156

Fax: 920-361-5405 www.cityofberlin.net

Re: Building Assessment (Progress Update)

01/14/2022

Location: 271 McKittrick Street

Berlin, WI. 54923

Parcel: 206-01758-0000

Owner:

Jerry G Newton

Hillcrest Drive Oregon, WI 53575

The property located at 271 McKittrick Street was vacant at time of inspection. (01/14/2022)

Called Mr. Newton fourty-eight hours prior to schedule inspection for 01/14/2022, no answer, left message his presence was required. Received no return call and Mr. Newton was not present at time of inspection.

The following conditions were noted from the exterior of the home:

• (Completed)

The roof of the homes original construction is steel which appears to be weather tight, but has areas of deterioration which require repair or replacement.

 (Garage Completed) (Addition in progress due to removal) The entire addition has been removed to address supporting structural deficiencies.

The roof of the addition and the garage is of asphalt shingles and severly deteriorated and requires removal and replacement.

• (Partially Completed due to removal of addition).

The roof wall juctures are improperly flashed and must be correctly repaired, with all deteriorated and rotten materials removed and replaced.

(Partially Completed due to removal of addition).

All deteriorated roof framing members (rafters) and sheathing must be replaced.

- (Not Completed) Gutters have not been installed as they are generally one of the last repairs to be made.
- (Not Completed) Structural repairs to the supporting structure of the garage has not been addressed.



108 N Capron St., Berlin, WI 54923
Planning and Development Office
Building Inspection
Ph: 920-361-5156
Fax: 920-361-5405

www.cityofberlin.net

• (Partially Completed) Foundation issues are being addressed. Rotted components of the addition have been removed and structural repairs are underway – excavation for new footing and wall is complete, footing has been placed/poured and a new wall formed, concrete has not been placed/poured as of the date of the inspection. Deterioration of structural and non structural components have caused uneven settleing and damage. All deteriorated and damaged components must be repaired and or replaced. i.e. foundation walls, floor joist, sill and sole plates, studs, wall sheathing, siding, soffit and fascia, all quire rapair, removal, and or replacement.

• (Not Completed)

Deteriorated, damaged and broken window in the back and door trim, frames, sashes and panels must be removed and replaced.

• (Completed)

Vegetation in contact with the roof structures must be removed.

• (House Completed / Attached Garage Not Completed)

Vegetation and soil within 8" of structural and or wood components must be removed.

• (Completed) Removed.

The chimney is improperly flashed and secured and must be corrected.

Eight out of eleven total items have either been completed or partially completed.

Respectfully,

Randal C Backhaus

Randal E. Backhaus