

COMMON COUNCIL MEETING AGENDA
TUESDAY, JULY 12, 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
1 312 626 6799 US TOLL-FREE

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).

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.

4. Waive the reading of ordinances and resolutions. RECOMMENDATION: Waive the reading of all ordinances and resolutions adopted at this meeting.
5. 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.
6. Minutes from the June 14th Common Council Meeting. RECOMMENDATION: Approve the minutes.
7. Bills List. RECOMMENDATION: Approve the list of bills for payment.
8. Application for Alliant Energy Hosted Solar Program. RECOMMENDATION: Accept the recommendation from Committee of the Whole to apply for Alliant Energy Hosted Solar Program.
9. State and Federal Taxi Grant Contracts. RECOMMENDATION: Accept the recommendation from Committee of the Whole to approve and authorize the Mayor to sign the 2022 85.20 Urban Mass Transit Operating Assistance Agreement and Section 5311 Federal Grant Agreement.
10. Department of Transportation State/Municipal Financial Agreements for HWY 49 Improvements. RECOMMENDATION: Accept the recommendation from Committee of the Whole to approve and authorize the Mayor to sign the City of Berlin Huron Street and City

of Berlin Broadway Street and Ripon Rd State/Municipal Financial Agreements for Highway 49/91 Improvements.

END OF CONSENT AGENDA

11. National Night Out Proclamation. RECOMMENDATION: Reading of the Mayoral Proclamation declaring National Night Out August 2nd, 2022.
12. Certificate of Commendation to Police and Fire Departments for Silver Alert Search and Rescue. RECOMMENDATION: Listen to presentation.
13. Wal-Mart Stores East, LP, dba, Walmart #1727 Class “A” Retail License and “Class A” Intoxicating Liquor License Change of Officer. RECOMMENDATION: Approve the Auxiliary Questionnaire Alcohol Beverage License Application to change the Assistant Secretary for Wal-Mart Stores East, LP, dba, Walmart #1727 to Julie A. Flynn and the Senior Vice President to Emma J. Waddell.
14. Specialized Transit Grant Application. RECOMMENDATION: Accept the recommendation from Committee on Aging to apply for the 5310 Specialized Transit Grant Cycle Year 2023.
15. Commission on Aging Appointment. RECOMMENDATION: Accept the mayoral appointment of Keith Hess to the Commission on Aging for term expiring April 30th, 2025.
16. Fire Department Request to Sell Beer at Car Show. RECOMMENDATION: Approve Fire Department request to sell beer at 2022 Car Show Event.
17. Vacant Storefronts Discussion. RECOMMENDATION: Discussion with Action as appropriate.
18. Property & Liability Insurance Renewal. RECOMMENDATION: Listen to presentations with discussion as appropriate.
19. 218 S. Grove St. Raze and Repair Order Update. RECOMMENDATION: Listen to presentation with discussion and action as appropriate.
20. 271 McKittrick St. Raze and Repair Order Update. RECOMMENDATION: Listen to presentation with discussion and action as appropriate.
21. 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.)
22. New Business (To be used to request items of new business be put on a future agenda)
23. Public Appearances.

24. If necessary, motion to convene into closed session pursuant to Wis. Stat §19.85(1)(g) Conferring with legal counsel for the governmental body who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation in which it is or is likely to become involved. (*115 W Ceresco Raze & Repair, 218 S. Grove St, 271 McKittrick*) and pursuant to Wis Stat §19.85(1)(e) Deliberating or negotiating 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. (*Property and Liability Insurance renewal*).

25. Reconvene into open session and action as appropriate from closed session discussion.

26. 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.

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Name	Check Date	Check Amt	
11100 Cash in Bank m FNB			
67209 ALCIVIA	6/8/2022	\$9,743.02	2022 - MAY - GAS AND DIESEL
67210 AMAZON CAPITAL SERVICES, IN	6/8/2022	\$74.80	EMS SUPPLIES
67211 AMERICAN TEST CENTER	6/8/2022	\$450.00	ANNUAL SAFETY INSPECTION BUCKET TR
67212 BADGER MINING CORP	6/8/2022	\$285.94	FVBALL 22.48 TONS AND 21.51 TONS
67213 BALLWEG IMPLEMENT CO	6/8/2022	\$263.54	PARTS FOR DPW
67214 BERLIN JOURNAL NEWSPAPER	6/8/2022	\$539.50	2022 - LIQUOR LICENSE PUBLICATION
67215 BERLIN WATER & SEWER UTILI	6/8/2022	\$25,563.74	2022 - PUBLIC FIRE PROTECTION
67216 CCP INDUSTRIES INC.	6/8/2022	\$102.29	EAR PLUGS FOR DPW
67217 CEDAR CREST ICE CREAM	6/8/2022	\$997.86	ICE CREAM FOR POOL CONSESSIONS
67218 CHARTER COMMUNICATION	6/8/2022	\$870.83	2022 - JUNE - INTERNET/TV BUNDLE
67219 CITY OF GREEN LAKE	6/8/2022	\$211.88	CHARTER SERVICE FOR GREEN LAKE HO
67220 COLE OIL & PROPANE	6/8/2022	\$2,506.00	OIL AND PROPANE FOR DPW
67221 COMPLETE OFFICE OF WI	6/8/2022	\$816.07	INK FOR DPW
67222 CRUZ, ELIZABETH ORTEGA	6/8/2022	\$100.00	REFUND PARK SHELTER RENTAL DEPOSIT
67223 CVIKOTA COMPANY INC	6/8/2022	\$4,463.61	2022 - MAY - AMBULANCE BILLING SERVIC
67224 DELZER, BETTY	6/8/2022	\$100.00	PARK SHELTER RENTAL DEPOSIT RETURN
67225 DISTERHAFT, SARA	6/8/2022	\$100.00	REFUND PARK SHELTER RENTAL DEPOSIT
67226 EMC INSURANCE COMPANIES	6/8/2022	\$17,995.30	2022 - JUNE -GENERAL LIABILITY INSURAN
67227 EMERGENCY MEDICAL PRODUC	6/8/2022	\$2,282.23	MEDICAL SUPPLIES FOR EMS
67228 FARRELL EQUIPMENT & SUPPL	6/8/2022	\$140.97	SHOVELS FOR DPW
67229 FIRE & SAFETY EQUIPMENT, IN	6/8/2022	\$79.43	EXTINGUISHER SERVICE PRINCETON, GR
67230 GFL SOLID WASTE MIDWEST LL	6/8/2022	\$553.08	2022 - MAY - GARBAGE AND RECYCLE SER
67231 GREAT LAKES COCA COLA DIST	6/8/2022	\$894.74	BEVERAGES FOR BAC CONCESSIONS
67232 GREEN LAKE COUNTY TREASU	6/8/2022	\$70.00	ELECTION TYPE D & E NOTICES
67233 HEIDI A. HEATH FARMS, INC.	6/8/2022	\$2,500.00	HANGING BASKETS DOWNTOWN
67234 HOLIDAY WHOLESALE	6/8/2022	\$610.90	CONSESSIONS AT THE BAC
67235 INTERSTATE BATTERY	6/8/2022	\$31.90	BATTERIES FOR DPW
67236 JAMES E. CUTSFORTH	6/8/2022	\$3,800.00	38 STUMPS GROUND
67237 JON LUNDT ELECTRIC, INC	6/8/2022	\$2,404.53	BATTING CAGE NORTH DIAMOND
67238 KUBIAK, MARY	6/8/2022	\$40.00	2022 BOARD OF REVIEW CERTIFICATION
67239 KUNKEL ENGINEERING GROUP	6/8/2022	\$1,318.45	KU17.1019.00 2022 - APRIL - INSPECTION S
67240 LEIGH, ELAINE	6/8/2022	\$100.00	REFUND PARK SHELTER RENTAL DEPOSIT
67241 LUDOLPH, TIM	6/8/2022	\$270.09	WI DOWNTOWN ACTION COUNCIL SUMMIT
67242 MODERN OVERHEAD DOOR CO	6/8/2022	\$730.00	WIRELESS KEYLESS ENTRY
67243 MULDER, DENNIS	6/8/2022	\$20.00	2022 BOARD OF REVIEW MEETING
67244 NORCON CORPORATION	6/8/2022	\$128,651.00	POLYMER OVERLAY OF THREE BRIDGE DE
67245 OSHKOSH OFFICE SYSTEMS	6/8/2022	\$273.83	2022 - May - Copier 6111
67246 PACKERLAND PORTABLES	6/8/2022	\$300.00	2022 - 2 UNITS FOR BERLIN PARKS
67247 PRINCETON UTILITIES	6/8/2022	\$63.14	2022 - MARCH/APRIL- PRINCETON HOUSE
67248 RAINBOTH, WALTER	6/8/2022	\$20.00	2022 BOARD OF REVIEW MEETING
67249 RED POWER DIESEL SERVICE	6/8/2022	\$3,332.75	2015 DARLEY/SPARTAN METRO STAR REP
67250 RIVERA, GILDARDO	6/8/2022	\$100.00	REFUND PARK SHELTER RENTAL DEPOSIT
67251 ROETHEL, PAUL	6/8/2022	\$20.00	2022 - BOARD OF REVIEW MEETING
67252 SCHRANK, DOROTHY	6/8/2022	\$100.00	REFUND OF DEPOSIT FOR SOUTH SHELTE
67253 SEAMAN, PATRICK	6/8/2022	\$100.00	REFUND PARK SHELTER RENTAL DEPOSIT
67254 SECURIAN FINANCIAL GROUP	6/8/2022	\$761.66	2022 - JULY - GROUP LIFE INSURANCE CO
67255 SONDALLE FORD LINCOLN MER	6/8/2022	\$93.51	MED 1 INSPECTION
67256 SUPERIOR CHEMICAL CORP	6/8/2022	\$187.75	INSECT CONTROL FOR SENIOR CENTER
67257 SYN-TECH SYSTEMS, INC	6/8/2022	\$61.00	SOFTWARE RE-INSTALL AND TROUBLESH
67258 TAPCO SAFE TRAVELS	6/8/2022	\$9,326.38	STREET SIGNS FOR DPW
67259 TASC	6/8/2022	\$64.00	2022 - MAY - COBRA ADMIN FEE -14 COVER
67260 VALLEY AQUATIC SOLUTIONS, L	6/8/2022	\$588.85	CHEMICALS FOR BERLIN AQUATIC CENTE
67261 WASTE MANAGEMENT	6/8/2022	\$25,363.80	2022 - MAY - RESIDENTIAL GARBAGE SERV
67262 WE ENERGIES	6/8/2022	\$55.71	2022 - MAY - GAS SERVICE AT PRINCETON

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Name	Check Date	Check Amt	
67263	WISCONSIN DNR	6/8/2022	\$165.00 2022 - ENVIRONMENTAL FEES ID: 42403856
67264	WISCONSIN PROFESSIONAL PO	6/8/2022	\$301.00 2022 - MAY - POLICE UNIIION PAC CONTRIB
67265	ZOLL MEDICAL CORP	6/8/2022	\$6,102.00 SERVICE/AGREEMENT MONITORS EMS
67266	FIRE & SAFETY EQUIPMENT, IN	6/8/2022	\$26.58 5# DC EXTINGUISHER RECHARGE
67267	GREEN LAKE COUNTY TREASU	6/8/2022	\$471.51 2022 LEADS ONLINE (9)
67268	THEDACARE LABORATORIES	6/8/2022	\$297.50 LEGAL BLOOD DRAWS FOR PATIENTS: 648
67269	BAKER & TAYLOR	6/16/2022	\$1,851.93 43 UNITS FOR CUSTOMERS
67270	CINTAS	6/16/2022	\$41.57 2022 - MAY - JANITORIAL SUPPLIES
67271	LISA OBRIST	6/16/2022	\$562.50 2022 - MAY - LIBRARY CLEANING
67272	MIDWEST TAPE	6/16/2022	\$432.46 2022 - MAY - DIGITAL MEDIA
67273	OSHKOSH OFFICE SYSTEMS	6/16/2022	\$175.90 2022 - COPIES UTIL 7293 - BPL
67274	SUPERIOR CHEMICAL CORP	6/16/2022	\$98.50 2022 - MAY - CLEANING SUPPLIES FOR BP
67275	UNIQUE MANAGEMENT SERVIC	6/16/2022	\$34.95 2022 - MAY - PLACEMENTS FOR BPL
67276	WINNEFOX LIBRARY SERVICES	6/16/2022	\$160.03 2022 - APRIL - MANAGEMENT SERVICE
67277	AL SCHMUDE ELECTRIC LLC	6/17/2022	\$67.17 PARTS FOR DPW
67278	APPLETON FINANCE DEPARTM	6/17/2022	\$483.25 2022 - JUNE - WEIGHTS AND MEASURES
67279	BERLIN JOURNAL NEWSPAPER	6/17/2022	\$320.75 DOOR HANGERS FOR DPW
67280	CCP INDUSTRIES INC.	6/17/2022	\$212.75 METAL CABINET FOR DPW
67281	CEDAR CREST ICE CREAM	6/17/2022	\$760.14 ICE CREAM ORDER FOR BAC
67282	CENTURYLINK	6/17/2022	\$1,408.62 2022 - JUNE - PHONE BILL
67283	CHRISTENSEN, DOUGLAS A	6/17/2022	\$395.21 2022 - JULY - RETIREE HEALTH BENEFIT
67284	COCA-COLA ENT LAKESHORE D	6/17/2022	\$0.00 BAC BEVERAGE CONSESSION
67285	CORPORATE NTWRK SOLUTION	6/17/2022	\$6,500.00 CONTRACT SUPPORT - 50 HOURS
67286	DTN, LLC	6/17/2022	\$492.00 2022 - JUNE - RADAR CONTROL
67287	ED'S TRACTOR REPAIR, LLC	6/17/2022	\$109.82 PARTS FOR DPW
67288	FARRELL EQUIPMENT & SUPPL	6/17/2022	\$291.62 PARKAS FOR DPW
67289	GREEN LAKE AREA ANIMAL SHE	6/17/2022	\$562.50 2022 - DONATION TO ANIMAL SHELTER
67290	ITU ABSORBTECH, INC.	6/17/2022	\$90.30 2022 - JUNE - UNIFORM SERVICE
67291	KELLER, JENNIFER	6/17/2022	\$100.00 REFUND OF SHLETER HOUSE DEPOSIT
67292	KOPE, PAUL	6/17/2022	\$100.00 REFUND OF PARK SHLETER DEPOSIT
67293	KRAEMER NORTH AMERICA	6/17/2022	\$16,275.00 FINAL PMT #2 MOORE ST PEDESTRIAN BRI
67294	KUNKEL ENGINEERING GROUP	6/17/2022	\$70.00 2021 - STREET & UTILITY IMPROVEMENTS
67295	MGD INDUSTRIAL CORP	6/17/2022	\$83.28 PARTS FOR DPW
67296	MODERN OVERHEAD DOOR CO	6/17/2022	\$1,160.00 DOOR OPENER INSTALATION PRINCETON
67297	MOLINA HEALTHCARE OF WISC	6/17/2022	\$342.07 DUPLICATE PAYMENT PATIENT : KATHERI
67298	NETWORK HEALTH	6/17/2022	\$279.26 REFUND FOR DUPLICATE PAYMENT PD BY
67299	NITZKE, ALYSSA	6/17/2022	\$24.80 WITNESS FEE - COB VS. DULTON J. SCHUL
67300	PATTERSON, TIM	6/17/2022	\$100.00 REFUND OF SHELTER HOUSE DEPOSIT
67301	RIDGE STONE PRODUCTS, INC	6/17/2022	\$302.27 RIP RAP AND SCREENINGS DPW
67302	RODENCAL, CRYSTAL	6/17/2022	\$100.00 REFUND FOR PARK SHELTER HOUSE REN
67303	RUNNING INC. TRANSIT SERVIC	6/17/2022	\$20,209.90 2022 - MAY - SHARED RIDE TAXI SERVICE
67304	SHERWIN INDUSTRIES, INC	6/17/2022	\$750.00 CONCRETE COLD PATCH FOR DPW
67305	SUPERIOR CHEMICAL CORP	6/17/2022	\$217.20 CHEMICAS FOR POOL
67306	SYN-TECH SYSTEMS, INC	6/17/2022	\$84.00 TECHNICAL SUPPORT TROUBLE SHOOT A
67307	THEDACARE AT WORK	6/17/2022	\$41.00 BALLWEG DRUG SCREEN
67308	VALLEY AQUATIC SOLUTIONS, L	6/17/2022	\$9,101.15 POOL CHEMICALS
67309	VALLEY POPCORN COMPANY, I	6/17/2022	\$529.95 GOLDRUSH POPCORN MACHINE RENTAL
67310	VIERBICHER ASSOCIATES	6/17/2022	\$1,140.00 ECONOMIC DEVELOPMENT PLAN
67311	WE ENERGIES	6/17/2022	\$55.71 PRINCETON GAS SERVICE
67312	WI DEPT- FINANCIAL INSTITUTI	6/17/2022	\$20.00 NOTARY FEE FOR CAITLIN M. HILGART - N
67313	WURTZ LAW OFFICE	6/17/2022	\$530.00 MAS RENTALS PRE-TRIAL
67314	ASSOCIATED BANK GREEN BAY	6/28/2022	\$475.00 2022 AGENT FEES
67315	BALLWEG IMPLEMENT CO	6/28/2022	\$350.10 PARTS FOR DPW
67316	BELLA BY DESIGN	6/28/2022	\$385.00 Four Name Plates for Commission Members
67317	BERLIN JOURNAL NEWSPAPER	6/28/2022	\$50.00 Advertising for Fireworks

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Name	Check Date	Check Amt	
67318	CENTURYLINK	6/28/2022	\$42.36 2022 - June - Long distance billing
67319	CHARTER COMMUNICATION	6/28/2022	\$224.43 2022 - May - Internet expense - Berlin Amb ho
67320	CONCENTRA MED COMPLIANCE	6/28/2022	\$240.00 Drug Screens - EMS-Koch, Mosier-Spick, Spic
67321	D & D CONSTRUCTION, INC	6/28/2022	\$4,500.00 Roofing Materials for North Diamond Shelter H
67322	DRAVES, Michelle	6/28/2022	\$100.00 Refund of Shelter House Deposit
67323	ELECTRIC MOTOR SERVICE	6/28/2022	\$1,804.80 Outdoor Pool Parts
67324	GARCZYNSKI, PATRICK	6/28/2022	\$100.00 Refund of Shelter Rental 06.21.22
67325	GRACE LUTHERAN CHURCH	6/28/2022	\$100.00 Refund of Park Shelter Rental Deposit
67326	GREAT LAKES COCA COLA DIST	6/28/2022	\$671.08 Refreshments for Berlin Aquatic Concessions
67327	HEIDER, JOSHUA	6/28/2022	\$27.00 Witness Fees for Court Trial - Hankins, Nathan
67328	HOLIDAY WHOLESALE	6/28/2022	\$519.82 CONSESSION SNACKS FOR BAC
67329	OTA	6/28/2022	\$270.00 REPAIR UMBRELLA FOR BAC
67330	RON GRAHN CONSTRUCTION	6/28/2022	\$450.00 REPAIR WORK ON FIRE DEPARTMENT MO
67331	RUTKOWSKI, SARA	6/28/2022	\$43.88 TRAVEL TO PLACEMAKING/TOURISM/ECO
67332	SHERWIN INDUSTRIES, INC	6/28/2022	\$90.81 2 GRACO SPRAY TIPS
67333	STEWART, KATHRYN	6/28/2022	\$100.00 REFUND ON SHELTER HOUSE RENTAL DE
67334	SUN LIFE FINANCIAL	6/28/2022	\$235.51 2022 - JULY - LIFE INSURANCE CONTRIBUT
67335	VALLEY AQUATIC SOLUTIONS, L	6/28/2022	\$940.00 BERLIN AQUATIC CENTER CHEMICALS
67336	WALKER, GREG	6/28/2022	\$100.00 Refund of Shelter House Deposit for All Saints
67337	WENDT, ALLISON	6/28/2022	\$32.76 TRAVEL TO OMRO TO PICK UP AND RETUR
535068e	Ambulance ACH	6/10/2022	\$35,991.12
535069e	General City ACH	6/10/2022	\$49,332.45
535070e	General City ACH	6/10/2022	\$518.41
535071e	General City ACH	6/10/2022	\$7,460.91
535072e	General City ACH	6/21/2022	\$466.44
535073e	General City ACH	6/24/2022	\$53,625.67
Total Checks			\$483,772.78

CITY OF BERLIN BUILDING REPORT June 2022

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	1	\$285,000.00	\$300.00	2	\$550,000.00	\$972.64	5	973,100.00	3,455.27
Multi-Family Residence				0	\$0.00	\$0.00	0	0.00	0.00
Residential Alteration	8	\$103,719.00	\$633.06	26	\$317,947.00	\$2,011.91	28	369,223.35	2,444.28
Residential Addition	1	\$0.00	\$0.00	2	\$0.00	\$0.00	1	3,000.00	105.00
Residential Garage	0	\$0.00	\$0.00	1	\$10,500.00	\$125.00	2	65,000.00	380.50
Residential Garage Alteration				0	\$0.00	\$0.00	0	0.00	0.00
Commercial Building				0	\$0.00	\$0.00	0	0.00	0.00
Commercial Alteration				0	\$0.00	\$0.00	7	700,679.00	4,415.44
Commercial Addition				0	\$0.00	\$0.00	0	0.00	0.00
Signs	0	\$0.00	\$0.00	3	\$30,000.00	\$258.00	10	114,139.00	2,309.01
Miscellaneous	1	\$2,000.00	\$50.00	12	\$40,900.00	\$585.00	6	15,950.00	490.00
Demolition				0	\$0.00	\$0.00	7	24,382.00	825.00
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	0			2	\$14,800.00	\$60.00	2	48,500.00	60.00
Trailer Homes				0	\$0.00	\$0.00	0	0.00	0.00
Total Building Permits	11	\$390,719.00	\$983.06	48	\$964,147.00	\$4,012.55	68	2,313,973.35	14,484.50
Commercial Plan Approval				0	\$0.00	\$0.00	0	0.00	0.00
Plumbing Permits	1	\$0.00	\$0.00	8	\$50,248.00	\$385.68	16	539,367.00	1,455.96
Electrical Permits	1	\$0.00	\$0.00	13	\$460,752.00	\$1,303.67	24	181,184.00	2,244.62
Heating Permits	3	\$9,766.00	\$100.00	15	\$728,843.00	\$2,453.00	15	91,585.00	1,212.09
				0	\$0.00	\$0.00	0	0.00	0.00
Total Permit Fees	16	\$400,485.00	\$1,083.06	84	\$2,203,990.00	\$8,154.90	123	3,126,109.35	19,397.17

CITY OF BERLIN COMMON COUNCIL MEETING MINUTES
TUESDAY JUNE 14, 2022 AT 7:00 PM
COUNCIL CHAMBERS, BERLIN CITY HALL, 2ND FLOOR

Mayor Bruessel called the June 14, 2022 Common Council meeting to order at 7:00 pm. Roll call present: Ald. Boeck, Erdmann, Nigbor and Stobbe. Absent: Dretske and Burgess. Staff present: Sara Rutkowski, Midge Seaman, Tim Ludolph and Atty Matt Chier.

There were no public comments and no virtual attendees.

The following items were listed on the Consent agenda for approval and adoption: 4) Waive the reading of all ordinances and resolutions adopted at this meeting; 5) Receive and place on file the written reports from the City Clerk, Treasurer and Building Inspector; 6) Approve the minutes from the May 10, 2022 Common Council Meeting and May 31, 2022 Special Council Meeting; 7) Approve the list of bills. 8) Accept the Recommendation from Committee of the Whole to approve adding Caitlin Hilgart to all required City Bank Accounts. and 9) Accept the Recommendation from the Oakwood Cemetery Board to award the bid from Knock Out Restoration for the interior chapel repairs and exterior sealing for a cost of \$22,400.00 and the pillar repairs for a cost of \$3200.00 for a total of \$25,600.00 in repairs. And 10) Accept the recommendation from Committee of the Whole to approve Resolution #22-03 and 11) Accept the Recommendation from the Committee of the Whole to Approve staff wages as presented. Erdmann made a motion to approve the Consent Agenda as presented. Stobbe seconded the motion. A roll call vote resulted in four (4) ayes and two (2) absent. Motion Passes.

The Mayor brought forward a request from the Park & Recreation Commission to Remove Andrew Barton from Parks & Recreation Commission due to not following the attendance requirements. Boeck made a motion to remove Barton as requested. Nigbor seconded the motion which carried on voice vote.

Next the Park & Recreation Commission requested a Mayoral Appointment of Brook Dollevoet to the Park & Recreation Commission for term expiring May 1st, 2024. Nigbor made a motion to Accept the Appointment of Brook Dollevoet to Park & Recreation Commission and seconded by Erdmann. Motion passed on a voice vote.

Item 14 is a request to approve the annual Liquor Licensing for establishments in the City of Berlin that serve and sell alcohol and malt beverages. Seaman asked for the licenses to be approved with a contingency for Bijak's meeting all the required inspections which still need to take place and Driftwood passing an inspection by the building inspector who was unable to gain access into the building. All other licenses had gone through the appropriate approvals or corrected the items holding them up. Stobbe made a motion to Approve the Liquor Licenses for the year beginning July 1, 2022 and ending June 30, 2023 as presented. Nigbor seconded the motion which passed on a voice vote.

The Mayor then went on to item #15 which was a staff presentation on Nuisance Property Process. Rutkowski created a spreadsheet outlining the processes for a property being considered under the abatement code to get all people involved on the same page and to give the public a better understanding of the process.

Next item was the TID Downtown Façade and Building Improvement Program. Rutkowski explained that staff had been approached by several businesses in the community about assistance for their buildings

downtown. All businesses that approached the City are in the downtown TID #15. Rutkowski further explained the TID allows for the creation of both a Façade Improvement program and a Building Improvement Program as listed with the TID Project Plan. Both programs would be a matching grant type program. Rutkowski drafted two types of applications (one for each type of request) for business to complete and the board to consider. General guidelines and eligibility requirements were discussed as well. After several minutes of back and forth questions to clarify the guidelines, Erdmann made a motion to accept the programs as presented. Nigbor seconded the motion which carried on a voice vote.

Discussion next concerned property address 422 Lafayette Street. The Clean-up request originated from Police Department. Officer Krause requested Council look into a long form complaint due to constant and continuous nuisance complaint issue. Atty Chier explained the process of what that would entail in Circuit Court. Council felt it was necessary due to the several years of nuisance complaint history associated with the property and property owners. Nigbor made a motion to have the City Attorney complete a long form complaint on 422 Lafayette Street, moving the matter to Circuit Court and to have the City of Berlin clean the property meeting the requirements of the city ordinance. Motion seconded by Stobbe and motion carried via voice vote.

Next a status update on the Raze and Repair Order at 115 W Ceresco was presented. Permit process was started, however, the inspector requested the prices for each project and therefore, did not feel comfortable signing off on the permit. The item was determined to be moved to close session for further discussion.

Item #19 was Staff presentation by Tim Ludolph regarding 107 W Huron St. Ludolph stated the only change with this property is the new owner of the building has been in to talk to the Building Inspector about pulling a roof permit. This item was moved to close session for further discussion.

Next on the agenda was the Raze and Repair Order for 271 McKittrick St. Rutkowski discussed the improvements made since the last meeting and stated the owner was planning to be ready for an occupancy permit next month. Newton, the owner, was held up on some of the work due to supply issues. Stobbe made a motion to hold off on Raze and Repair order and bring back to the next Common Council meeting to make sure progress continues. Nigbor seconded the motion which carried on a voice vote.

Under Old Business, Boeck asked that we readdress zoom/voting with all boards and commission.

Under New Business: Discuss the microphones and virtual equipment in the council chamber.
No Public appearances

At 7:43pm, Erdmann made a motion to convene into closed session pursuant to WI §19.85(1)(g) Conferring with legal counsel for the governmental body who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation in which it is likely to become involved. (115 W Ceresco Raze & Repair, 107 W Huron St). Motion was seconded by Nigbor. Motion carried on a voice vote.

Boeck made a motion to seat Matt Chier and Sara Rutkowski in closed session. Stobbe Seconded which carried on a voice vote.

Midge Seaman, Deputy Clerk

DATE: July 7, 2022

TO: Common Council

FROM: Sara Rutkowski, City Administrator

RE: National Night Out Proclamation

BACKGROUND: Berlin Police Department is hosting this year's National Night Out. National Night Out is an annual, nation-wide, community building campaign that promotes strong police-community partnerships and neighborhood camaraderie to make neighborhoods safer places to live and work. This proclamation is a great way to promote this event.

RECOMMENDATION: Recommend Mayor read Proclamation with signing and dedication for August 2nd at National Night Out at Riverside Park in Berlin.



PROCLAMATION DECLARING NATIONAL NIGHT OUT

WHEREAS, the National Association of Town Watch sponsors a national community-building campaign on Tuesday, August 2, 2022 entitled “National Night Out”; and

WHEREAS, the National Night Out campaign provides an opportunity for community members in Berlin to join over 38 million people across 16 thousand communities from all 50 states, U.S. territories and military bases worldwide; and

WHEREAS, National Night Out is an annual community-building campaign that promotes strong police-community partnerships and neighborhood camaraderie to make our neighborhoods safer, more caring places to live and work; and

WHEREAS, community members in Berlin assist the local law enforcement agency through joint community-building efforts and support National Night Out 2022; and

WHEREAS, it is essential that all community members of Berlin come together with police and work together to build a safer, more caring community; and

NOW, THEREFORE WE, Mayor and Common Council of Berlin, do hereby call upon all community members of Berlin to join Berlin’s Police Department and National Association of Town Watch in support for National Night Out on Tuesday, August 2, 2022.

FURTHER, LET IT BE RESOLVED THAT WE, Mayor and Common Council of Berlin, do hereby proclaim Tuesday, August 2, 2022 as “National Night Out” in Berlin.

Dated this 2nd Day of August, 2022

Joel Bruessel, Mayor

DATE: July 7, 2022
TO: Common Council
FROM: Rebecca Bays, Senior Center Director
RE: **Approval of 5310 Specialized Transit Grant Cycle Year 2023**

Background: In previous years, Fox River Industries has applied for the specialized transit grant on behalf of the Berlin Senior Center. This year, due to limited funds and more applicants, the Berlin Senior Center will apply for the specialized transit grant on their own to increase the likelihood of receiving funds. The van we are requesting is a rear entry minivan with 3 seats for ambulatory passengers, including the driver, and 2 seats for wheelchairs. The rear entry van comes at a request of the Senior Center drivers for the security and safety of wheelchair transports. The total estimated cost is \$70,400. The specialized transit grant requires a 20% matching cost. The match cost would be approximately \$14,080. The Committee on Aging approved a recommendation to send to Common Council.

Recommendation: Authorize staff to apply for the 5310 specialized transit grant cycle year 2023.

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

Name: KEITH HESS
Address: 305 SACRAMENTO ST
Phone: Day 920 509-9329 Evening SAME

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 type="checkbox"/> Zoning Board of Appeals |
| <input checked="" type="checkbox"/> Committee On Aging | <input type="checkbox"/> Plan Commission |
| <input type="checkbox"/> Sewer & Water Commission | <input type="checkbox"/> Police & Fire Commission |
| <input type="checkbox"/> Library Board | <input type="checkbox"/> Common Council Vacancy, Ward # |
| <input type="checkbox"/> Other | |

Applicant Questions: Please return only Page one for consideration.

1. Please indicate why you are interested in serving on any of the above Board, Committee or Commission: JUST COMPLETED SERVING FOR 6 YEARS ON THIS COMMISSION - FOUND AFTER ONLY 2 MONTHS I MISS IT

2. What knowledge, experience, or abilities do you have that would make you an effective board member: 6 YEARS EXPERIANCE ON COMMITTEE OF AGING

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

4. Please provide any additional information for consideration:

*The total refund amount may vary based on shipping, late return, or other fees, [learn more](#).

This email was sent from a notification-only address that can't accept incoming email. Please don't reply to this message.

DATE: July 8, 2022

TO: Common Council

FROM: Sara Rutkowski

RE: Fire Department Request to Sell Beer at Car Show Event

BACKGROUND: I was contacted by Doug Dewhurst from the Fire Department who inquired about the Fire Department selling beer at the Car Show again this year. As per city policy, a department of the City can be approved to sell fermented beverages at community events for fundraising purposes with the approval of the Common Council. Doug will be present to make this request and answer any question you may have as well as explain what community cause the proceeds will go to. The Car Show will be August 15 this year.

RECOMMENDATION: Approve the Berlin Fire Department request to sell beer at the 2022 Car Show Event.

Raze and Repair Orders/ Nuisance Complaints

Address of Property: 218 S Grove St.

Property Owner Name: Brian Wilson

Basic Information:

Parcel Number:	206-01758-0000
Assessed Property Value:	\$40,300.00
Est. Fair Market Value	\$51,800.00
Occupancy?	No, Single Family Home
Taxes paid?	Yes
Construction in Progress?	Yes

Neighbor complaints:

- No record with Lindsey or myself; allegedly to some alderpersons/mayor around 2020-21.

Contact with Owner:

- Owner sent letter from Building Inspector June 2019, December 2019, and April 2020 about unsafe for occupancy.
-

Extent of repairs needed vs completed (outside visibility vs inside):

- Roof has been rebuilt. New attached garage and patio are completely framed and roofed.
- Outstanding work as of February 2022 includes connected electrical, plumbing, siding, and some finishing of soffit and fascia on garage and patio area.

Inspections:

- On August 5th the Building Inspector performed a visual (exterior) inspection
- On November 2nd 2020 a complete interior inspection was also included
- January 10th 2022 an update to the visual inspection took place.
- February 7th 2022 an update to the interior inspection took place.

Permits pulled:

- November 2nd 2020 permit pulled for everything needed for occupancy.
- October 20th 2021 year extension paid for and permit pulled for driveway.

Council Motions:

- On August 11th 2020 Council authorized the Raze or Repair order based on visual inspection.
- On July 13th 2021 Council agreed to an additional six-month extension with an update to be provided.
- On March 8th, Council made motion to allow an additional 3-month extension to complete the work on the house by July 1st, 2022.

Additional Relevant Information:

- This property was deemed uninhabitable due to a fire and the corresponding damage mostly effecting the garage and attic area. The rehabilitation has included designing to be more fireproof than before.
- In the year before the fire, the assessed value was \$92,000 and estimated Fair Market Value of \$98,600.

<u>Date</u>	<u>Note:</u>
6/17/2019	Letter sent from Building Inspector to property owner about the property being unsafe to occupancy. Options to comply and penalties if not in compliance.
12/23/2019	Second letter sent from Building Inspector to property owner about the property being unsafe to occupancy.
4/22/2020	Third letter sent from Building Inspector to property owner about the property being unsafe to occupancy.
8/5/2020	Visual inspection of exterior completed by Building Inspector. Recommendation of Raze order.
8/11/2020	Common Council motioned to authorize the Raze or Repair order giving thirty days to comply.
9/11/2020	End of thirty days compliance date.
11/2/2020	Building Inspector performed the interior inspection. Brian Wilson communicated the goal of completing the scope of the work by the permit expiration date to Community Development Director.
	Brian Wilson pulled the permit for the scope of work to be in compliance.
7/13/2021	Council agreed to an additional six-month extension with an update to be provided.
10/20/2021	Permit extension paid for and pulled a separate permit for resurfacing the driveway.
11/2/2021	Building permit expired; no occupancy.
1/10/2022	Building inspector performed an exterior inspection.
1/11/2022	Council updated with information gathered by the exterior inspection.
2/7/2022	Complete inspection performed and building assessment updated by the Building Inspector. Roof has been rebuilt. New attached garage and patio are completely framed and roofed.
2/8/2022	Common Council updated on progress by Building Inspector and Planning & Development Director.
5/5/2022	Planning and Development Director called by Brian Wilson who provided update and scheduled meet.
5/11/2022	Tentative date to meet and see the aforementioned progress.
	Planning and Development Director met with Brian Wilson; discussed plan to complete driveway and anything else outstanding.
6/21/2022	Wilson explained Building Inspector had extended last permit for a year to get occupancy, this still is realistic and the exterior would likely be 100% done today.
10/20/2022	Extension of building permit slated to expire as well as driveway permit.



City of Berlin - Department of Planning and Development
108 North Capron St • P.O. Box 272 • Berlin, Wisconsin 54923-0272
(920) 361-5400 • Fax: (920) 361-5454

MEMO

TO: Common Council
FROM: Timothy Ludolph, Planning & Development Director
RE: Raze or Repair Inquiry- 271 McKittrick St.
DATE: July 12th, 2022

Background

The City of Berlin has recognized this property as a recurring nuisance property with violations occurring in 2017, 2019, 2020 and 2021. This prompted the raze and repair process and additional information included on the attached RRO Info sheet and timeline.

Discussion

Attached is the Building Assessment from 5-2-2022.

Conversation on July 5th 2022, the relevant updates are electrical is functionally completed with an inspection needing to be scheduled. After the inspection, the insulation and flooring can be completely installed in the back room, bring that area very close to what has been ordered. Jerry Newton plans to discuss some specifics with the Building Inspector(s) for code compliance and hire specialists as needed, to complete getting the property able to be occupied.

Recommendation

Discussion and action as deemed appropriate. Staff reminds council the permit has an expiration date of 8-9-2022. Work should be complete by this date.