

COMMON COUNCIL MEETING AGENDA  
TUESDAY, JULY 11<sup>th</sup>, 2023 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 13<sup>th</sup> 2023 Common Council Meeting. RECOMMENDATION: Approve the minutes.
7. Bills List. RECOMMENDATION: Approve the list of bills for payment.

END OF CONSENT AGENDA

8. Fire Department Request to Sell Beer at Car Show. RECOMMENDATION: Approve Fire Department request to sell beer at 2023 Car Show Event.
9. 1999 Special Assessment for Parcel 206-01727-0000. RECOMMENDATION: Listen to presentation with discussion and action as appropriate.
10. Property & Liability Insurance Renewal. RECOMMENDATION: Listen to presentations with discussion as appropriate.
11. TID Façade and Building Improvement Application from Mike's Bike Shop.  
RECOMMENDATION: Listen to presentation with action as appropriate.

12. 107 W Huron Raze & Repair Property. RECOMMENDATION: Listen to presentation with action as appropriate.
13. Resignation from Board of Review. RECOMMENDATION: Accept the resignation of Walter Rainboth from Board of Review, effective immediately.
14. Resignation from Board of Appeals. RECOMMENDATION: Accept the resignation of Michael Hopkins from the Board of Appeals, effective immediately.
15. Appointment to Community Development Authority. RECOMMENDATION: Accept the mayoral appointment of Nathan Corduan to Community Development Authority for a term expiring on August 20<sup>th</sup> 2025.
16. ARPA Funds Request. RECOMMENDATION: Listen to staff presentation with action as appropriate.
17. TID # 10 Housing Program. RECOMMENDATION: Listen to staff presentation with discussion and action as appropriate.
18. 2024 Budget Cuts & State Municipal Aid Updates. RECOMMENDATION: Listen to staff presentation
19. 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.)
20. New Business (To be used to request items of new business be put on a future agenda)
21. If necessary, motion to convene into closed session 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*) and 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 (*Special Assessment Parcel 206-01727-0000*).
22. Reconvene into open session and action as appropriate from closed session discussion.
23. 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 May 2023

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	0	\$0.00	\$0.00	1	\$265,000.00	\$622.92	1	\$265,000.00	\$672.64
Multi-Family Residence				0	\$0.00	\$0.00	0	\$0.00	\$0.00
Residential Alteration	4	\$21,942.00	\$182.50	12	\$154,187.00	\$901.00	18	\$214,228.00	\$1,378.85
Residential Addition	0	\$0.00	\$0.00	0	\$0.00	\$0.00	1	\$0.00	\$0.00
Residential Garage	1	\$20,000.00	\$139.48	1	\$20,000.00	\$139.48	1	\$10,500.00	\$125.00
Residential Garage Alteration				0	\$0.00	\$0.00	0	\$0.00	\$0.00
Commercial Building	1	\$750,000.00	\$557.44	1	\$750,000.00	\$557.44	0	\$0.00	\$0.00
Commercial Alteration	1	\$33,000.00	\$198.00	8	\$1,173,480.00	\$7,128.88	0	\$0.00	\$0.00
Commercial Addition	0	\$0.00	\$0.00	0	\$0.00	\$0.00	0	\$0.00	\$0.00
Signs	1	\$12,000.00	\$173.00	5	\$60,826.00	\$422.50	3	\$30,000.00	\$258.00
Miscellaneous	4	\$17,000.00	\$225.00	6	\$27,000.00	\$325.00	11	\$38,900.00	\$535.00
Demolition	0		\$0.00	0	\$0.00	\$0.00	0	\$0.00	\$0.00
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	\$5,000.00	\$50.00	2	\$13,400.00	\$150.00	2	\$14,800.00	\$60.00
Trailer Homes				0	\$0.00	\$0.00	0	\$0.00	\$0.00
<b>Total Building Permits</b>	<b>12</b>	<b>\$858,942.00</b>	<b>\$1,525.42</b>	<b>36</b>	<b>\$2,463,893.00</b>	<b>\$10,247.22</b>	<b>37</b>	<b>\$573,428.00</b>	<b>\$3,029.49</b>
				0	\$0.00	\$0.00	0	\$0.00	\$0.00
Commercial Plan Approval				0	\$0.00	\$0.00	0	\$0.00	\$0.00
Plumbing Permits	1	\$10,295.00	\$55.00	7	\$50,762.00	\$738.16	7	\$50,248.00	\$385.68
Electrical Permits	3	\$12,600.00	\$175.00	12	\$66,535.00	\$794.36	12	\$460,752.00	\$1,303.67
Heating Permits	1	\$22,250.00	\$155.75	10	\$79,532.00	\$2,198.71	12	\$719,077.00	\$2,353.00
				0	\$0.00	\$0.00	0	\$0.00	\$0.00
<b>Total Permit Fees</b>	<b>17</b>	<b>\$904,087.00</b>	<b>\$1,911.17</b>	<b>65</b>	<b>\$2,660,722.00</b>	<b>\$13,978.45</b>	<b>68</b>	<b>\$1,803,505.00</b>	<b>\$7,071.84</b>

**CITY OF BERLIN BUILDING REPORT June 2023**

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	0	\$0.00	\$0.00	1	265,000.00	1.00	2	\$550,000.00	\$972.64
Multi-Family Residence				0	0.00	0.00	0	\$0.00	\$0.00
Residential Alteration	5	\$24,170.00	\$236.32	17	178,357.00	248.32	26	\$317,947.00	\$2,011.91
Residential Addition	1	\$6,000.00	\$105.00	1	6,000.00	105.00	2	\$0.00	\$0.00
Residential Garage	1	\$40,000.00	\$336.60	2	60,000.00	337.60	1	\$10,500.00	\$125.00
Residential Garage Alteration				0	0.00	0.00	0	\$0.00	\$0.00
Commercial Building	0	\$0.00	\$0.00	1	750,000.00	1.00	0	\$0.00	\$0.00
Commercial Alteration	0	\$0.00	\$0.00	8	1,173,480.00	8.00	0	\$0.00	\$0.00
Commercial Addition	0	\$0.00	\$0.00	0	0.00	0.00	0	\$0.00	\$0.00
Signs	0	\$0.00	\$0.00	5	60,826.00	5.00	3	\$30,000.00	\$258.00
Miscellaneous	1	\$2,000.00	\$50.00	7	29,000.00	56.00	12	\$40,900.00	\$585.00
Demolition	2		\$150.00	2	0.00	150.00	0	\$0.00	\$0.00
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	1	\$3,700.00	\$10.00	3	17,100.00	12.00	2	\$14,800.00	\$60.00
Trailer Homes				0	0.00	0.00	0	\$0.00	\$0.00
<b>Total Building Permits</b>	<b>11</b>	<b>\$75,870.00</b>	<b>\$887.92</b>	<b>47</b>	<b>2,539,763.00</b>	<b>923.92</b>	<b>48</b>	<b>\$964,147.00</b>	<b>\$4,012.55</b>
				0	0.00	0.00	0	\$0.00	\$0.00
Commercial Plan Approval				0	0.00	0.00	0	\$0.00	\$0.00
Plumbing Permits	0	\$0.00	\$0.00	7	50,762.00	7.00	8	\$50,248.00	\$385.68
Electrical Permits	3	\$122,750.00	\$224.36	15	189,285.00	236.36	13	\$460,752.00	\$1,303.67
Heating Permits	1	\$34,000.00	\$124.36	11	113,532.00	134.36	15	\$728,843.00	\$2,453.00
				0	0.00	0.00	0	\$0.00	\$0.00
<b>Total Permit Fees</b>	<b>15</b>	<b>\$232,620.00</b>	<b>\$1,236.64</b>	<b>80</b>	<b>2,893,342.00</b>	<b>1,301.64</b>	<b>84</b>	<b>\$2,203,990.00</b>	<b>\$8,154.90</b>



CITY OF BERLIN							
PAYROLL FOR June - 2023							
NET PAYROLL							
PAYDATE	Payroll #	PAYROLL TITLE	GENERAL CITY	UTILITY	AMBULANCE		
6/9/2023	12	General City	54,671.34			\$53,487.94	ACH
6/9/2023	12	Utility		12,439.99			
6/9/2023	12	Ambulance			35,135.22		
6/23/2023	13	General City	62134.22			\$59,431.54	ACH
6/23/2023	13	Utility		13,402.37		12446.87	
6/23/2023	13	Ambulance			36171.79		
		TOTAL MONTHLY PAYROLL	\$116,805.56	\$25,842.36	\$71,307.01	\$125,366.35	
					\$209,113.35	with ACH	
			\$213,954.93	Net total			

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## \*Check Summary Register©

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Name	Check Date	Check Amt	
<b>11100 Cash in Bank m FNB</b>			
68519 ALCIVIA	6/7/2023	\$9,610.20	2023 - MAY - GAS/DIESEL FOR DPW
68520 ALL FLAGS, LLC	6/7/2023	\$449.06	FLAGS FOR STREET DEPARTMENT
68521 ASSOCIATED APPRAISAL CONS	6/7/2023	\$1,916.67	2023 - JUNE - APPRAISAL SERVICES
68522 BELLA BY DESIGN	6/7/2023	\$70.00	CAMPGROUND SIGNS
68523 BERLIN JOURNAL NEWSPAPER	6/7/2023	\$1,106.00	LIQUOR LICENSE PUBLICATION
68524 BOUND TREE MEDICAL, LLC	6/7/2023	\$162.49	SUCTION BATTERY FOR EMS
68525 BREWER HEATING INC	6/7/2023	\$353.25	GAS REGULATOR FOR CITY GARAGE
68526 CHARTER COMMUNICATION	6/7/2023	\$717.76	2023 - JUNE - TV/INTERNET BUNDLE
68527 CVIKOTA MBS	6/7/2023	\$4,883.86	2023 - MAY - BERLIN AND PRINCETON COL
68528 ED'S TRACTOR REPAIR, LLC	6/7/2023	\$283.85	PARTS FOR DPW
68529 EMC INSURANCE COMPANIES	6/7/2023	\$18,769.86	2023 - JUNE - GENERAL LIABILITY
68530 EWALD, JESSICA	6/7/2023	\$5.00	WITNESS FEES CITY OF BERLIN VS ANDRA
68531 EXPERT TOWING AND RECOVE	6/7/2023	\$562.50	TOWING FOR EMS RIG 79
68532 GAETZKE, HALEY	6/7/2023	\$100.00	REFUND OF DEPOSIT FOR NORTH SHELTE
68533 GFL SOLID WASTE MIDWEST LL	6/7/2023	\$636.19	2023 - MAY - TRASH AND RECYCLE SERVIC
68534 GOODRICH HOME FURNISHING	6/7/2023	\$4,980.00	6 RECLINERS FOR EMS
68535 GORDON FLESCH	6/7/2023	\$138.41	2023 - MAY - PHOTO COPIES WI17098
68536 HELWIG, EMILY	6/7/2023	\$775.55	REIMBURSEMENT FOR MANUAL
68537 ITU ABSORBTech, INC.	6/7/2023	\$73.44	SUPPLIES FOR DPW
68538 JON LUNDT ELECTRIC, INC	6/7/2023	\$786.22	HAND DRYER INSTALLATION AT CAMPGRO
68539 JT BROADWAY, LLC	6/7/2023	\$15,000.00	TID BUILDING IMPROVEMENT PROGRAM
68540 KUBIAK, MARY	6/7/2023	\$20.00	BOARD OF REVIEW
68541 KUKLINSKI, NATALIE	6/7/2023	\$20.00	2023 - BOARD OF REVIEW
68542 KUNKEL ENGINEERING GROUP	6/7/2023	\$720.00	JOB KU22.1038.00 LAFAYETTE ST PROJEC
68543 MCGREGOR, MAGGIE	6/7/2023	\$5.00	WITNESS FEES FOR CITY OF BERLIN VS A
68544 MEDRANO, MICHAEL	6/7/2023	\$50.00	PARTIAL DEPOSIT REFUND AT NORTH BAL
68545 MGD INDUSTRIAL CORP	6/7/2023	\$64.14	SMALL HARDWARE FOR DPW
68546 MODERN RENTALS INC	6/7/2023	\$144.98	GUARD FOR CEMETERY
68547 MULDER, DENNIS	6/7/2023	\$20.00	2023 BOARD OF REVIEW
68548 MUTUAL OF OMAHA	6/7/2023	\$363.00	2023 - JUNE - EMPLOYER PAID LIFE INSUR
68549 NELSON, DOROTHY	6/7/2023	\$100.00	Refund of Riverside Park South Shelter House
68550 NIELSON COMMUNICATION	6/7/2023	\$167.30	RADIO PROGRAMMING SOFTWARE
68551 RAINBOTH, WALTER	6/7/2023	\$20.00	2023 - BOARD OF REVIEW
68552 REYNOLDS, ANTHONY	6/7/2023	\$5.00	WITNESS FEES FOR CITY OF BERLIN VS A
68553 ROETHEL, PAUL	6/7/2023	\$20.00	2023 - BOARD OF REVIEW
68554 RUNNING INC. TRANSIT SERVIC	6/7/2023	\$21,663.78	2023 - MAY - SHARED RIDE TAXI
68555 SCHWOCH, ISAAC A.	6/7/2023	\$167.75	CARGO WORK PANTS
68556 SECURIAN FINANCIAL GROUP	6/7/2023	\$935.46	2023 - JULY - CITY LIFE INSURANCE BENEF
68557 STATION AUTOMATION INC	6/7/2023	\$1,800.00	CONTROLLED SUBSTANCE TRACKING SOF
68558 TASC	6/7/2023	\$64.00	2023 - MAY - COBRA ADMIN FEE
68559 TBIRD AIRCRAFT LLC	6/7/2023	\$3,668.49	TID BUILDING IMPROVEMENT GRANT
68560 THEDACARE AT WORK	6/7/2023	\$42.00	NON DOT DRUG SCREEN COLLECTION - R
68561 UMBREIT, ADAM	6/7/2023	\$100.00	REFUND SHELTER HOUSE DEPOSIT FOR R
68562 VALLEY AQUATIC SOLUTIONS, L	6/7/2023	\$539.00	LEASED CONTROLLERS FOR BAC
68563 WASTE MANAGEMENT	6/7/2023	\$31,404.21	2023 - MAY - RESIDENTIAL WASTE SERVIC
68564 WE ENERGIES	6/7/2023	\$56.96	2023 - MAY - WE ENERGIES
68565 WI DEPT OF TRANS BBS	6/7/2023	\$1,583.36	2023 - MAY - BILLING BROADWAY
68566 WISCONSIN PROFESSIONAL PO	6/7/2023	\$344.00	2023 - MAY - POLICE UNION DUES
68567 J & B ENTERPRISES	6/12/2023	\$93.00	REPLACE BRAKE LINES ON CHEV SONOM
68568 KNETZGER, NOAH	6/12/2023	\$40.00	MEALS FOR FRONT LINE SUPERVISOR TR
68569 PRECISE DIGITAL, LLC	6/12/2023	\$2,543.83	PURCHASE OF CAMERAS FOR NEW SQUA
68570 SONDALLE FORD LINCOLN MER	6/12/2023	\$1,825.06	2021 FORD EXPLORER - 3000 MI MAINTENA
68571 THEDACARE LABORATORIES	6/12/2023	\$127.50	LEGAL BLOOD DRAWS - PATIENT 74614, 74
68572 TOP PACK DEFENSE LLC	6/12/2023	\$170.77	MAGPUL MS1 MULTI-MISSION SLING SYST

General City Checks

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## \*Check Summary Register©

JUNE 30 2023

	Name	Check Date	Check Amt	
68574	CHIER LAW OFFICE LLC	6/14/2023	\$14,687.20	HOURS OVER BASE RETAINER FOR 2022-2
68575	ROSIN-BORLAND, ALEXANDRIA	6/14/2023	\$415.00	BAC Pool Start Up fund
68576	BAKER & TAYLOR	6/19/2023	\$2,036.81	45 UNITS FOR CUSTOMERS OF BPL
68577	BREWER HEATING INC	6/19/2023	\$322.30	MEETING ROOM THERMOSTAT MAINTENA
68578	GORDON FLESCH	6/19/2023	\$113.46	PHOTOCOPIES FOR BPL CUSTOMER 180S
68579	LISA OBRIST	6/19/2023	\$510.00	2023 - MAY - LIBRARY CLEANING
68580	MARTIN SYSTEMS, INC.	6/19/2023	\$574.00	ANNUAL BURGLER/FIRE INSPECTION
68581	MIDWEST TAPE	6/19/2023	\$460.33	2023 - MAY - DIGITAL MEDIA
68582	ORGANIC ARTS LTD	6/19/2023	\$225.00	Summer Reading program - Wisconsin Lightho
68583	OTA	6/19/2023	\$23.00	Name Tags - Celeste and Chris
68584	UNIQUE MANAGEMENT SERVIC	6/19/2023	\$128.15	2023 - May - placements
68585	WINNEFOX LIBRARY SERVICES	6/19/2023	\$33.18	2023 - APRIL - UNIQUE MANAGEMENT SER
68586	ABC, INC	6/21/2023	\$1,000.00	TRAVEL & TOURISM GRANT
68587	ADAME, ADRIANN	6/21/2023	\$100.00	2023 SHELTER HOUSE RENTAL DEPOSIT R
68588	APPLETON FINANCE DEPARTME	6/21/2023	\$483.25	2023 - June - Weights & Measures
68589	ARENDT, CARRIE	6/21/2023	\$100.00	JUNE 10, 2023 SHELTER HOUSE RENTAL -
68590	ARING EQUIPMENT COMPANY, I	6/21/2023	\$1,730.57	WATER PUMP
68591	ASSOCIATED BANK GREEN BAY	6/21/2023	\$475.00	2013 GENERAL OBLIGATION STREET IMPR
68592	Baked: Cakes by Design	6/21/2023	\$1,188.50	TID FAÇADE PROGRAM
68593	BAYCOM INC	6/21/2023	\$542.45	REPROGRAM XTS2500'S AND PORTABLES
68594	BELLA BY DESIGN	6/21/2023	\$84.00	CITY COUNCIL NAME PLATES
68595	BERLIN WATER & SEWER UTILI	6/21/2023	\$26,157.12	2023 - MAY - WATER & SEWER BILLS
68596	BOUND TREE MEDICAL, LLC	6/21/2023	\$14.98	MEDICAL SUPPLIES FOR EMS
68597	Brightspeed	6/21/2023	\$618.37	2023 - MAY - PHONE SERVICE
68598	BRISKY, JILL	6/21/2023	\$100.00	REFUND DEPOSIT ON SHELTERHOUSE RE
68599	CAREW CONCRETE & SUPP CO,	6/21/2023	\$1,112.50	SIDEWALK WORK
68600	CHARTER COMMUNICATION	6/21/2023	\$259.97	2023 - JUNE - SPECTRUM ENTERPIRSE INT
68601	CHIER LAW OFFICE LLC	6/21/2023	\$2,293.43	2023 -4/17-06/13 - MUNIC COURST COPY/E
68602	CLIFF'S TIRE AND BATTERY INC	6/21/2023	\$1,306.77	FRONT TIRES FOR RIG 90
68603	COMPLETE OFFICE OF WI	6/21/2023	\$720.24	SPECIALIZED STAMPERS FOR ALL DEPAR
68604	CONCENTRA MED COMPLIANCE	6/21/2023	\$180.00	BUNDLE FEE DOT DRUG SCREENS
68605	CULLIGAN WATER	6/21/2023	\$208.00	WATER SERVICE AT CITY HALL
68606	DECKER, GORDON	6/21/2023	\$4,792.00	HOUSING INCENTIVE REBATE PROGRAM
68607	DTN, LLC	6/21/2023	\$536.00	2023 - JUNE - RADAR CONTROL
68608	GARCZYNSKI, PATRICK	6/21/2023	\$100.00	REFUND OF SHELTERHOUSE RENTAL 06.1
68609	GORDON FLESCH	6/21/2023	\$264.25	2023 - FEBRUARY - COPIES FOR COPIER W
68610	GRACE LUTHERAN CHURCH	6/21/2023	\$100.00	REFUND FOR SHELTER HOUSE RENTAL 06
68611	HOLIDAY WHOLESale	6/21/2023	\$1,234.40	CONCESSION ORDER FOR BAC
68612	INTERSTATE BATTERY	6/21/2023	\$506.85	BATTERIES FOR DPW
68613	ITU ABSORBTECH, INC.	6/21/2023	\$71.64	2023 - MAY - UNIFORM FEE
68614	J. F. AHERN COMPANY	6/21/2023	\$994.80	DESIGN, SURVEY & ENGINEERING FOR FIR
68615	KOCH, KASEY	6/21/2023	\$130.95	REIMBURSEMENT FOR BOOTS
68616	MACQUEEN EQUIPMENT	6/21/2023	\$384.58	PARTS FOR BFD
68617	MODERN RENTALS INC	6/21/2023	\$1,035.42	STUMP GRINDER RENTAL
68618	MORELAND, DAMIAN	6/21/2023	\$105.97	REIMBURSEMENT FOR SHIRTS FOR EMS
68619	MORTON SALT	6/21/2023	\$2,330.94	BULK SAFE-T-SALT
68620	PACKER CITY INT'L TRUCKS, IN	6/21/2023	\$33.14	PARTS FOR DPW
68621	PRINCETON UTILITIES	6/21/2023	\$133.87	2023 - 04/14-05/15/23 PRINCETON HOUSE E
68622	PULVERMACHER ENTERPRISES	6/21/2023	\$215.00	90 ELECTRICAL REPAIR
68623	QUINN, R D PLUMBING	6/21/2023	\$2,017.74	BERLIN AQUATIC POOL REPAIRS
68624	REILLY, MARIE	6/21/2023	\$16.25	TRAVEL TO PICK UP AND DELIVER CHECK
68625	SCHOOL OUTFITTERS	6/21/2023	\$1,459.44	MEMORIAL BENCH FOR DIANNE NOVAK RE
68626	SONDALLE FORD LINCOLN MER	6/21/2023	\$66.20	SENIOR VAN OIL CHANGE
68627	STREET CRUZERS	6/21/2023	\$1,000.00	2023 - MAY - TRAVEL & TOURISM GRANT
68628	STRYKER SALES CORP	6/21/2023	\$4,142.75	COTS FOR AMBULANCE

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**\*Check Summary Register©**

JUNE 30 2023

	Name	Check Date	Check Amt	
68629	TAPCO SAFE TRAVELS	6/21/2023	\$8,625.01	FLAG HOLDERS
68630	VALLEY AQUATIC SOLUTIONS, L	6/21/2023	\$5,194.60	LEASED CONTROLLERS FOR BAC
68631	VIKING ELECTRIC SUPPLY	6/21/2023	\$648.24	LIGHT BULBS FOR LIBRARY
68632	WIS STATE FIREFIGHTERS ASS	6/21/2023	\$525.00	2023-2024 MEMBERSHIP FOR 21 FIREFIGH
68633	ZIMMERMAN, LINDY	6/21/2023	\$100.00	REFUND OF SHELTER PARK RENTAL 06.10.
68634	ZOLL MEDICAL CORP	6/21/2023	\$858.48	LIFEBANDS AND STAT PADS FOR BEMS
68635	BALLWEG IMPLEMENT CO	6/30/2023	\$692.09	CLUTCH FOR JD GATOR
68636	BERLIN JOURNAL NEWSPAPER	6/30/2023	\$219.00	500 CAMPGROUND ENVELOPES
68637	CHARTER COMMUNICATION	6/30/2023	\$248.94	2023 - 6.21-7.12 INTERNET SERVICE AT BA
68638	FERGUSON WATER WORKS #14	6/30/2023	\$2,850.50	STORM SEWER PIPE
68639	FIRE INSPECTION SERVICES IN	6/30/2023	\$3,157.50	2023 - APRIL - FIRE INSPECTION SERVICE
68640	GFL SOLID WASTE MIDWEST LL	6/30/2023	\$732.24	2023 - JULY - TRASH & RECYCLE SERVICE
68641	HOLIDAY WHOLESALE	6/30/2023	\$1,889.27	CONCESSION ORDER FOR BAC
68642	INTERSTATE BATTERIES	6/30/2023	\$58.95	BATTERIES FOR DPW
68643	KOPLIN & KINAS CO., INC.	6/30/2023	\$12,134.00	PROPOSAL FOR DEMO AT 115 CERESCO S
68644	KUNKEL ENGINEERING GROUP	6/30/2023	\$2,067.55	JOB KU17.1019.00 2023 - MAY - INSPECTIO
68645	LIPPOLD, BRANDON	6/30/2023	\$140.00	TRAINING 6/05-6/9/23
68646	MACQUEEN EQUIPMENT	6/30/2023	\$104.63	PARTS FOR DPW
68647	MARTY'S BLUE SKY NURSERY	6/30/2023	\$1,130.00	TOP SOIL FOR DPW
68648	MODERN RENTALS INC	6/30/2023	\$1,080.38	STUMP GRINDER RENTAL
68649	MUTUAL OF OMAHA	6/30/2023	\$399.32	2023 - JULY - EMPLOYER LIFE CONTRIBUTI
68650	PLANTZ, DENNIS W	6/30/2023	\$251.76	2023 - JUNE - RETIREE HEALTH REIMBURS
68651	STRAHAN, SCOTT	6/30/2023	\$99.00	TACTICAL RESPONSE INSTRUCTOR
68652	TAPCO SAFE TRAVELS	6/30/2023	\$380.39	LIGHT POLE PARTS
68653	WALKER, GREG	6/30/2023	\$100.00	2023 REFUND FOR SHELTER HOUSE DEPO
68654	WAYNE CONSULTANTS & MFG, I	6/30/2023	\$1,038.00	COOLING TOWER CHEMICALS
68655	WISCONSIN PROFESSIONAL PO	6/30/2023	\$301.00	2023 - JUNE - PAC CONTRIBUTION
68656	WOBSCHALL, RUSSELL	6/30/2023	\$100.00	REFUND FOR SHELTER HOUSE RENTAL AT
	<b>Total Checks</b>		<b>\$255,270.52</b>	

## CITY OF BERLIN

07/07/23 9:38 AM

Page 1

## \*Check Summary Register©

JUNE 30 2023

Name	Check Date	Check Amt	
<b>11161 UTILITY CASH - FNB</b>			
16598	BADGER STATE WASTE LLC	6/2/2023	\$16,367.94 BIOSOLIDS HAULING
16599	CCP INDUSTRIES INC.	6/2/2023	\$424.75 DRIVERS GLOVES/WICKING SHIRTS/WIPE
16600	CINTAS	6/2/2023	\$357.87 MOP PARTS/MATS
16601	JON LUNDT ELECTRIC, INC	6/2/2023	\$105.00 QUARRY STREET PUMP STATION
16602	NORTH CENTRAL LABORATORI	6/2/2023	\$505.42 PHOSPHORUS TEST' N ' TUBE
16603	SABEL MECHANICAL LLC	6/2/2023	\$6,730.14 REPLACED 2" AIR RELEASE VALVE
16604	SJE INC	6/2/2023	\$411.70 ELEC SERVICE/MILEAGE
16605	U S CELLULAR	6/2/2023	\$351.48 MONTHLY SERVICES 5/16/23 - 6/15/23
16606	U S POST OFFICE - POSTMASTE	6/2/2023	\$926.29 JUNE 2023 MONTHLY BILLING
16607	WALTCO INC	6/2/2023	\$897.58 PICK-UP SAMPLES FOR BADGER LABS
16608	WI DNR-ACOUNTS RECEIVABLE	6/2/2023	\$274.00 2023 WATER USE FEES
16609	PARSONS, KEITH	6/8/2023	\$34.65 OVERPAYMENT ON FINAL BILL
16610	BADGER LABORATORIES INC	6/12/2023	\$75.00 TOTAL COLIFORM BACTERIA
16611	CRANE ENGINEERING SALES IN	6/12/2023	\$9,610.00 REPLACE PUMPS - QUARRY ST L/S
16612	CYPRESS FARMS LLC	6/12/2023	\$1,750.00 LANDSPREADING EASEMENT
16613	FERGUSON WATER WORKS #14	6/12/2023	\$169.50 BOABOX WTR ACC PNT
16614	GREAT LAKES ROOFING	6/12/2023	\$12,533.67 113 WATER ST
16615	INTERSTATE BATTERY	6/12/2023	\$301.90 31P-MHD/MTP-48/H6
16616	KUNKEL ENGINEERING GROUP	6/12/2023	\$655.00 LAFAYETTE ST - RECONSTRUCTION
16617	KURITA AMERICA INC	6/12/2023	\$2,006.18 SELF-PRIMING GEN-EQUIPMENT
16618	LINCOLN CONTR SUPPLY INC	6/12/2023	\$362.47 PAINT/FLAGS
16619	MARTELLE WATER TREATMENT	6/12/2023	\$2,923.52 CHLORINE/AQUA MAG BULK
16620	U S POST OFFICE - POSTMASTE	6/12/2023	\$117.00 POST OFFICE BOX SERVICE FEE
16621	USA BLUEBOOK	6/12/2023	\$186.75 RUBBER METER GASKET
16622	BADGER LABORATORIES INC	6/19/2023	\$75.00 TOTAL COLIFORM BACTERIA
16623	BERLIN CITY TREASURER	6/19/2023	\$2,022.28 MARCH 2023 GAS/DIESEL
16624	LINCOLN CONTR SUPPLY INC	6/19/2023	\$59.99 USB ROVER FLOODLIGHT
16625	MACQUEEN EQUIPMENT	6/19/2023	\$78.36 FEMALE COUPLER/MALE COUPLER
16626	NOVAK EXCAVATING INC	6/19/2023	\$1,682.61 CONCRETE SAW/LABOR/QUAD-AXLE/HOE
16627	SMITS & BLAZEL LAW OFFICE	6/19/2023	\$55.00 STAHL PLUMBING INVOICE
16628	USA BLUEBOOK	6/19/2023	\$157.41 EXTENSION POLE-MALE & FEMALE FERRU
16629	BERLIN CITY TREASURER	6/28/2023	\$28,344.70 JUNE PAYROLL
16630	BRIAN MALNORY - H.S.A	6/28/2023	\$0.00 CDL LICENSE REIMBURSEMENT
16631	Brightspeed	6/28/2023	\$61.33 MONTHLY SERVICE CHARGE FOR JUNE
16632	CCP INDUSTRIES INC.	6/28/2023	\$173.46 CENTERFEED TOWELS
16633	CONCENTRA MED COMPLIANCE	6/28/2023	\$120.00 DRUG TESTING- JORDAN & CHAD
16634	FASTENAL COMPANY	6/28/2023	\$174.39 HCS'S/TAPS/USS
16635	GFL SOLID WASTE MIDWEST LL	6/28/2023	\$298.38 TRASH/RECYCLE SERVICE FOR JULY 2023
16636	HORST DISTRIBUTING INC	6/28/2023	\$117.53 BLADE 25.00 OFFST LLFT
16637	LINCOLN CONTR SUPPLY INC	6/28/2023	\$524.97 18V LIGHT/1/2" ANGLE DRILL
16638	MARTELLE WATER TREATMENT	6/28/2023	\$5,725.60 LIQUID ALUMINUM SULFATE
16639	MID-AMERICAN RESEARCH CHE	6/28/2023	\$196.58 FRESH COTTON DEODORIZR-METERED
16640	STRAND ASSOCIATES, INC	6/28/2023	\$15,000.00 DIGESTER MIXING/PIPING DESIGN- PROFE
16641	U S CELLULAR	6/28/2023	\$351.48 MONTHLY SERVICE CHARGES 06/16/23 - 07
16642	U S POST OFFICE - POSTMASTE	6/28/2023	\$630.00 1,000 REGULAR STAMPS
<b>Total Checks</b>			<b>\$113,926.88</b>

Utility Checks

CITY OF BERLIN COMMON COUNCIL MEETING MINUTES  
TUESDAY, JUNE 13, 2023 AT 7:00 pm  
COUNCIL CHAMBERS, BERLIN CITY HALL, 2<sup>ND</sup> FLOOR

The Mayor called the meeting to order at 7:00pm, Roll Call resulted in four (4) present; Boeck, Durtschi, Nigbor and Stobbe and two (2) excused absent; Burgess and Dretske. Staff in attendance: Sara Rutkowski, Matthew Chier, Tim Ludolph, Scott Zabel, Midge Seaman and Officer Strahan.

There were no virtual attendees. Three General Comment Cards were completed by residents and all will be given time to speak before item #22 is presented.

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 for the City Clerk, Treasurer and Building Inspector; 6) Approve the minutes from the May 9<sup>th</sup> 2023; 7) Approve the Bills List; 8). Receive and place on file the 2023 Sewer Rate Increase of 12% in 2023, with an overall 3% sewer rate increase in 2028 and an overall 3% sewer increase in 2031.; 9) Accept Recommendation from Committee of the Whole to approve Kopplin & Kinas Raze/Repair Order for 115 W. Ceresco St Bid; 10) Approve the Travel and Tourism Commission terms Ordinance #04-23; 11) Accept the Recommendation from Parks & Recreation Commission to adjust Park Regulations Ordinance sec. 50-72; 12) Accept recommendation from Plan Commission to approve Ordinance #06-23; 13) Accept the recommendation from Plan commission to approve Ordinance #07-23. Artisan Production/Fabrication Businesses and Makerspaces; 14) Accept recommendation from Plan Commission to approve Ordinance #08-23; 15) Accept the recommendation from Plan Commission to approve changes to Future Streets Map. Boeck made a motion to accept the Consent Agenda. Stobbe seconded the motion and it passed on a roll call vote of Four (4) ayes with Two Absent.

16. The Mayor called a Public Hearing for Lafayette Special Assessments and Final Resolution declaring Intent to Levy Special Assessments for 2023 Street & Utility Improvements. He asked the public three (3) times if there was anyone present to speak for and three (3) times to speak against the Levy for Special Assessments. There were none. The Mayor Closed the Public meeting. Don Neitzel then spoke on the public meeting held on May 24, 2023. There were two families that attended. A motion was made by Stobbe to Accept the Final Resolution #23-06 Declaring the Intent to Levy Special Assessment Under Municipal Police Power Pursuant to §66.0703, Stats. Upon the Following Designated Areas: Lafayette Street (N. Washington-N. Kossuth St.) and seconded by Nigbor which passed on a roll call vote with Four (4) Ayes and 2 (Absent).

17. The Next item was a Waste Management Day of Week change Request. Chad Kohler joined from Waste Management (WM) and Explained why WM would like to move the collection from two days per week to one day per week, all collections happening on Monday. Nigbor made a motion to accept the request from Waste Management to change the date with the City of Berlin to move Thursday collections to Monday, thus having only one day of collections per week. Durtschi seconded the motion which passed on a voice vote.

18. Next the request for approval for Utilities Compliance Maintenance Annual Report & Resolution #23-04. Stobbe made a motion to approve and place on file resolution #23-04. Nigbor Seconded the motion which carried on a voice vote.

19. Next up was the 2023 Urban Mass Transit Operating Assistance Program Grant Agreement between the City of Berlin and the State of Wisconsin Department of Transportation. Nigbor made a motion to approve the 2023 Grant Agreement and Authorize the appropriate signatures. Boeck seconded the motion which passed on a voice vote.

#20 on the Agenda was the TID Façade and Building Improvement Application from Baked: Cakes by Design. Alderperson Boeck left council chambers at this time. Rutkowski presented in place of Boeck, stating the work took place because the opportunity presented itself and she knew if she passed it up, it could take several more months. Nigbor made the motion to approve the TID Façade for Baked: Cakes by Design. Stobbe seconded the motion which carried on a voice vote.

Nigbor made a motion to seat Boeck, Seconded by Stobbe. Carried on a voice vote.

21. Discussion only on 107 W Huron St. Raze & Repair order.

The Three Residents waiting to speak will now take their turns speaking. First was Tracy Klawitter, 391 SW Ceresco St. who spoke on Stagnant Ordinances being reinforced with only 30 days to respond, which she felt was too short. She also offered solutions to the problems. Second speaker, Susan Bannock, 234 June St. Who spoke about nuisance ordinances and the time frame involved. Also requested community service help and propose a "Permit in Progress" permit. Lastly, Jayne Martin, 376 Broadway spoke on her notice of violation for nuisance. She stated she spoke to Sara and Tim regarding her personal situation. She stated she was taken off the list due to her forward progress. She stated she has a specialty house and it is difficult to hire someone to do the work so you end up doing it yourself. There is also a certain demographic that doesn't fit in the low-income assistance and therefore had to take out a personal loan which takes time to accomplish. She also would like to see a group formed to help one another.

22. Boeck stated she received much feedback from constituents stating things were not communicated well from the City. The letter stated there would be resources included and none were. Rutkowski stated there was a misunderstanding between staff and public on what the resources were referring to. Boeck also stated residents had a hard time getting a hold of someone to speak to. Rutkowski spent a bit of time trying to help residents understand what we are hoping to accomplish and how the timeframe is impacted by beginning to do the work and making progress.

23. Next on the Agenda is the Annual 2023-2024 Liquor License Application approval. Boeck made a motion to approve the liquor license, Tobacco License and Amusement and Outdoor License as presented. Durtschi seconded the motion. Motion passed on a voice vote with Nigbor abstaining.

24. Next on the Agenda was the Request to use ARPA Funds for new Clerk Financial Software. Rutkowski spoke on the need to update a very old and very outdated software program that is barely limping along. Three (3) quotes were received. One over \$90K so didn't include that. Rutkowski requested ARPA funds up to \$30K to implement new software. Durtschi made a motion to approve ARPA Funds up to \$30K for new Financial Software. Stobbe seconded the motion. Which was passed on a voice vote.

25. TID #10 Housing Extension Resolution #23-07. Rutkowski explained there is one more time we can extend the TID with the stipulation the funds can be used to create an affordable housing program that would improve the housing stock for the whole community. 75% use to benefit affordable housing and

remaining portion to improve housing stock. Durtschi asked how we are going to spend the funds. Rutkowski found a large member of population in the City of Berlin that does not qualify for low-income housing funds. Create a grant of low to zero interest loans for all so they can keep homes up the way we are asking them to do through the nuisance abatement program. Durtschi made a motion to extend TID #10 for one more year and pass Resolution #23-07. Nigbor seconded the motion which passed on a voice vote.

26. Governing Bodies Handbook Update Resolution #23-08. Rutkowski explained the need for a Governing Bodies handbook update. She stated herself, Atty Chier and some staff members have given input into items that would allow this to become much more of a guidebook. The intention is to organize and summarize and be a good balance of many publications available to you. Nigbor made a motion to approve resolution #23-08. Stobbe seconded the motion which passed on a voice vote.

Under Old Business, Burgess requested we bring back a former request to discuss the ARPA Funds wish list.

There was no New Business.

At 8:06pm, Nigbor made a motion to adjourn. Stobbe seconded the motion which passed on a voice vote.

*Midge Seaman, Deputy Clerk*



DATE: July 7, 2023

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 13 this year.

RECOMMENDATION: Approve the Berlin Fire Department request to sell beer at the 2023 Car Show Event.

DATE: July 07, 2023

TO: Common Council

FROM: Sara Rutkowski

RE: **Special Assessment Request Parcel 206-01727-0000**

BACKGROUND: In 1999 the Hunter's Pond lift station was installed. Potentially benefitted property owners were assessed, but were provided the opportunity to enter into an Agreement with the City if they were not immediately hooking up to it. Gary & Linda Peterson were the owners of one such property, 674 NW Cumberland, with an assessment of \$10,716.85. Please see their Agreement as attached.

Gary is requesting that the City change the language of the original special assessment so it is not a lien. Gary had previously come before Council requesting the City subordinate the lien so potential new owners could get a mortgage in October of 2018. The City declined to allow that request. I have, attached the minutes from that session. City Attorney Chier will be able to provide information from a legal perspective as well.

Gary and his representation will be present at the meeting to make the request and provide answers to any questions you may have. Council can then go into closed session to further review the request with legal counsel and determine if anything is to be negotiated.

RECOMMENDATION: Listen to request, discuss and action as appropriate. Item can also be discussed in closed session.

298428

VOL 513 PAGE 415

Document No.

## AGREEMENT AND LIEN

This Agreement by and between the City of Berlin ("City") and Gary L. Peterson and Linda L. Peterson, husband and wife ("Property Owners") dated this 9th day of April, 1999. This agreement affects the following described real estate:

A parcel located in part of Lot 18 of Assessors Plat #2, being in the SE 1/4 of Section 5, T17N, R13E. Commencing at the NW corner of Lot 18, Assessors Plat #2, thence south 80' to POB; thence continuing south along the west line of Lot 18 to the SW corner of Lot 18; east 330', north 400', northwest to a point 150' east of the POB, thence west to POB. Said parcel being approximately 6.23 acres and all in the City of Berlin, Green Lake County, Wisconsin.

This is not homestead property.

In consideration of the construction by the City of a sanitary sewer force main/lift station and purchase of an appurtenant power generator which potentially serves the undersigned Property Owners' real estate and in consideration of the avoidance of a special assessment by the City against the undersigned Property Owners' real estate for said improvements, the undersigned Property Owners hereby agree that if said sanitary sewer force main/lift station and appurtenant power generator is ever utilized through hookup, upon or by any portion of the above described real estate, the undersigned Property Owners shall make payment to the City, within sixty (60) days thereafter, the following amount:

\$10,716.85, plus accrued interest as described below.

Said amount represents the Property Owners' share of the cost of said improvements and shall accrue interest at the rate of three percent (3%) per annum until hookup or other utilization. If Property Owners' hookup to the sanitary sewer force main/lift station occurs within ten (10) years after the date of this agreement, the Property Owners' payment hereunder may be made in annual installments, with the final payment being due no later than ten (10) years from the date of this agreement. Interest shall accrue at a rate of seven percent (7%) per annum after hookup and during any installment period utilized hereunder.

The undersigned Property Owners further agree and admit that the potential benefit to the Property Owners' real estate from the construction of this improvement is in proportion to the square footage thereof and therefore agree to the above described share amount.

This Agreement may be recorded at the City's expense in the Register of Deeds office for Green Lake County on the above described real estate. This Agreement and the promises of the undersigned Property Owners shall hereby run with the land and shall be a lien, in favor of the City, on the land until the above described payment amount is paid in full or until expiration of this agreement, which shall occur on the 30th anniversary of the date of this agreement, whichever is earlier.

If a default by Property Owners occurs hereunder, either through lack of payment or other breach of this agreement, the City may, without further notice or demand, proceed to collect hereunder in a suit at law or by foreclosure of this agreement by action or advertisement or by the exercise of any other remedy available at law or equity, and the City may sell the above described real estate at public sale and give deeds of conveyance to the purchasers thereof.

Dated this 9 day of April, 1999.

Property Owners

Gary L. Peterson  
Name: Gary L. Peterson

Linda L. Peterson  
Name: Linda L. Peterson

CITY OF BERLIN

BY

Steven W. Sponholtz  
Steven W. Sponholtz Mayor

BY

Dennis E. Jordan  
Dennis E. Jordan, City Administrator

This instrument was signed before me by Gary L. Peterson, Linda L. Peterson, Steve Sponholtz, and Dennis Jordan this 9th day of April, 1999.

Carol Neubauer  
Notary Public - State of Wisconsin  
My commission expires: 3/2/2005

This document was prepared by:  
Attorney Matthew G. Chier, 111 South Pearl Street, Berlin, WI 54923 (920) 381-9740

GREEN LAKE COUNTY  
RECEIVED FOR RECORD  
8:30 A.M.

APR 19 1999

Vol. 513 Of Rec. Pg. 415  
By Sydney R. Kersch  
REGISTER OF DEEDS

Return to:

Berlin City Attorney  
Matthew G. Chier  
111 South Pearl Street  
Berlin, WI 54923

RD 10.004

Tax Parcel No. 206-1727-00



COMMITTEE OF THE WHOLE MEETING  
CITY OF BERLIN  
TUESDAY, OCTOBER 2, 2018  
CITY HALL COUNCIL CHAMBERS

Mayor Schramer called the Committee of the Whole meeting to order at 7:00 p.m. Roll call present: Ald. Lehr, Przybyl, Secora, Boeck, Erdmann and Harke. Staff present: Gary Podoll, Dennis Plantz, Scott Zabel, Jodie Olson, Lindsey Kemnitz, Matt Chier and Susan Thom.

Secora made a motion to approve the minutes from the September 4, 2018 Committee of the Whole meeting. Erdmann seconded the motion, which carried by voice vote.

Gary Podoll reviewed that the Siren Radio Controls were purchased in 1993 are now failing. The North Washington Street siren failed in August and the Clay Lamberton siren which covers a major critical population of schools, hospital and nursing home is in need of being replaced. The cost to replace the two controls is \$8,400 of which \$2,000 could be taken out of the Emergency Management equipment budget. The total cost needed is \$6,400. Erdmann made a motion to recommend to the Common Council to approve the budget transfer request to replace the Siren Radio Controls at Clay Lamberton and North Washington Street and approve Resolution #18-13 Authorizing 2018 Budget Transfer of Contingency Funds for Siren Radio Controls. Harke seconded the motion which carried by voice vote.

Scott Zabel reviewed that the City of Berlin requested proposals for a 5-year garbage and recycling contract. Advanced Disposal and Waste Management submitted proposals, with Advance Disposal submitting the lowest bid. Advanced Disposal provided an option for weekly or every other week recycling pick up with no difference in cost. Waste Management provided a significantly higher bid and did not provide an option for every other week recycling. Advanced Disposal that if the spring pick-up were moved to the 2<sup>nd</sup> or 3<sup>rd</sup> week of May they would provide a truck and operator for one week and up to 150 tons for disposal at no-charge. Zabel felt that a per resident limit on the rubbish should be established and that the responsible tax payers should not have to foot the bill for the residents that are not responsible. Zabel reviewed the feasibility of providing a 40 yard dumpster or compactor at the Public Works facility during the summer months in addition to the Spring pick-up. Zabel is concerned with the liability and personal safety relating to the compactor and that the Public Works Department does not have available staff to monitor the drop off site. Zabel stated that it would have to monitor the types of materials that end up in the dumpster and that the service would only be provided to city residents. Przybyl made a motion to recommend to the Common Council to accept the lowest proposal submitted by Advanced Disposal for weekly curbside pickup of garbage and recyclables for a 5 year contract agreement for 2019-2023 and establish spring bulk pick-up parameters as limited to a 12'x4'x4' area on the terrace to be policed by the Street superintendent. After the 2019 spring pick-up the Street Superintendent will provide a review report and adjustments will be made as necessary. Secora seconded the motion which carried by voice vote.

Next was request for assessment Lien Subordination for Gary Peterson, 674 NW Cumberland St. Olson reviewed that in 1999 the Hunter's Pond lift station was installed. Potentially benefitted property owners were assessed but were provided an opportunity to enter into an agreement with the City if they were not immediately hooking up to it. Gary & Linda Peterson were the owners of one of the properties, 674 NW Cumberland, with an assessment of \$10,716.85. Peterson requested that the City of Berlin would subordinate the assessment lien so the potential new owners could get a mortgage. Mayor Schramer stated the discussion will continue in closed session.

At 8:05 Erdmann moved to convene into closed session pursuant to Sec 19.85 (1)(e), of the WI Statute's, to deliberate or negotiate the purchase of public property, investment of public funds or conduct other specified public business, whenever competitive or bargaining reasons require a closed session. (1)EMS Contract with ThedaCare-CHN & 2) Peterson Assessment Lien Subordination Request). Przybyl seconded the motion. A roll call vote resulted in six (6) ayes, zero (0) nays and zero (0) absent. Motion carried. Erdmann move to seat Jodie Olson and Lindsey Kemnitz. Secora seconded the motion, which carried by voice vote. Discussion continued in closed session.

Przybyl moved to reconvene into open session at 8:15 p.m. Secora seconded the motion which carried by voice vote.

The Council invited Jeremy and Angie Clark back into the meeting. Atty. Chier explained that when the Council makes a decision that it needs to benefit all the citizens of Berlin and the subordination for the property at 674 NW Cumberland would not meet that criteria.

No action was required. Secora moved to adjourn at 8:19 p.m. Przybyl seconded the motion which carried by voice vote.

*Susan Thom, Deputy Clerk*

DATE: July 7, 2023

TO: Committee of the Whole

FROM: Sara Rutkowski

**RE: Property and Liability Insurance Renewal**

BACKGROUND: The City currently carries \$6 million in Property and Liability coverage through EMC Insurance with the Diedrich Agency here in Berlin. Our annual property and liability insurance renewal is due 7/23/23. Approximately 20% of the annual P&L insurance bill is passed onto the Water and Sewer Utility.

To date, we have received two quotes for our insurance term period: 1) *EMC* who is our current provider, and 2) Baer Insurance who serves many other municipalities.

**A) EMC Insurance:**

EMC quoted a renewal for \$235,819 with a 20% flat Workman's Comp dividend. This quote would increase to \$245,750 if we keep our current property deductible of \$1000.00. This amount is a 16 % increase from last year's premium of \$211,990.

Our Workman's Compensation modification factor increased to .88 (it was .83 last year). This change affected our renewal rate with EMC. WC renewal last year was \$69,023 and is \$73,809 this year.

We have been with EMC since 2006 and have not had any issues with them. They are always responsive to any questions or concerns staff has had.

The main increases we saw were in three categories:

- A. Property – this increase is mainly due to construction costs skyrocketing and recent work completed on roofs and city hall.
- B. Linebacker – this covers all Public Officials and Employees from defense expenses for wrongful acts. We have had claims on this in the past, mainly WalMart's Assessment claim which is going to trial so has racked up extensive attorney fees.
- C. Automobile Insurance – this increase went from \$33,928 last year to \$45,140 this year. That is an increase of \$11,212 or 33%. After some negotiations, the amount of this was lowered to \$40,000.

### **B) Baer Insurance:**

Baer Insurance quoted at \$218,837 for the closest comparison to our coverage under EMC. Baer is associated with the League of Wisconsin Municipalities.

#### **Differences in Policy:**

- Each claim has a limit of \$6,000,000
- Baer offers a No-Fault Sewer Backup Coverage Option of \$9,824 which can be removed.
- There is no charge for adding a new vehicle mid-policy, no refund for removing though either.
- At no cost to the City, Baer will schedule a full appraisal of all City Buildings with an outside nationally recognized appraisal firm with produces a color photo full detailed report for the City to back up the replacement cost coverage.
- The Workman's Compensation premium has a 20% dividend applied the first two years, after that the group dividend program applies.

**RECOMMENDATION:** Recommend to Common Council to accept the property and liability insurance quote from an insurance company for the policy year 7/23/23–7/22/24.

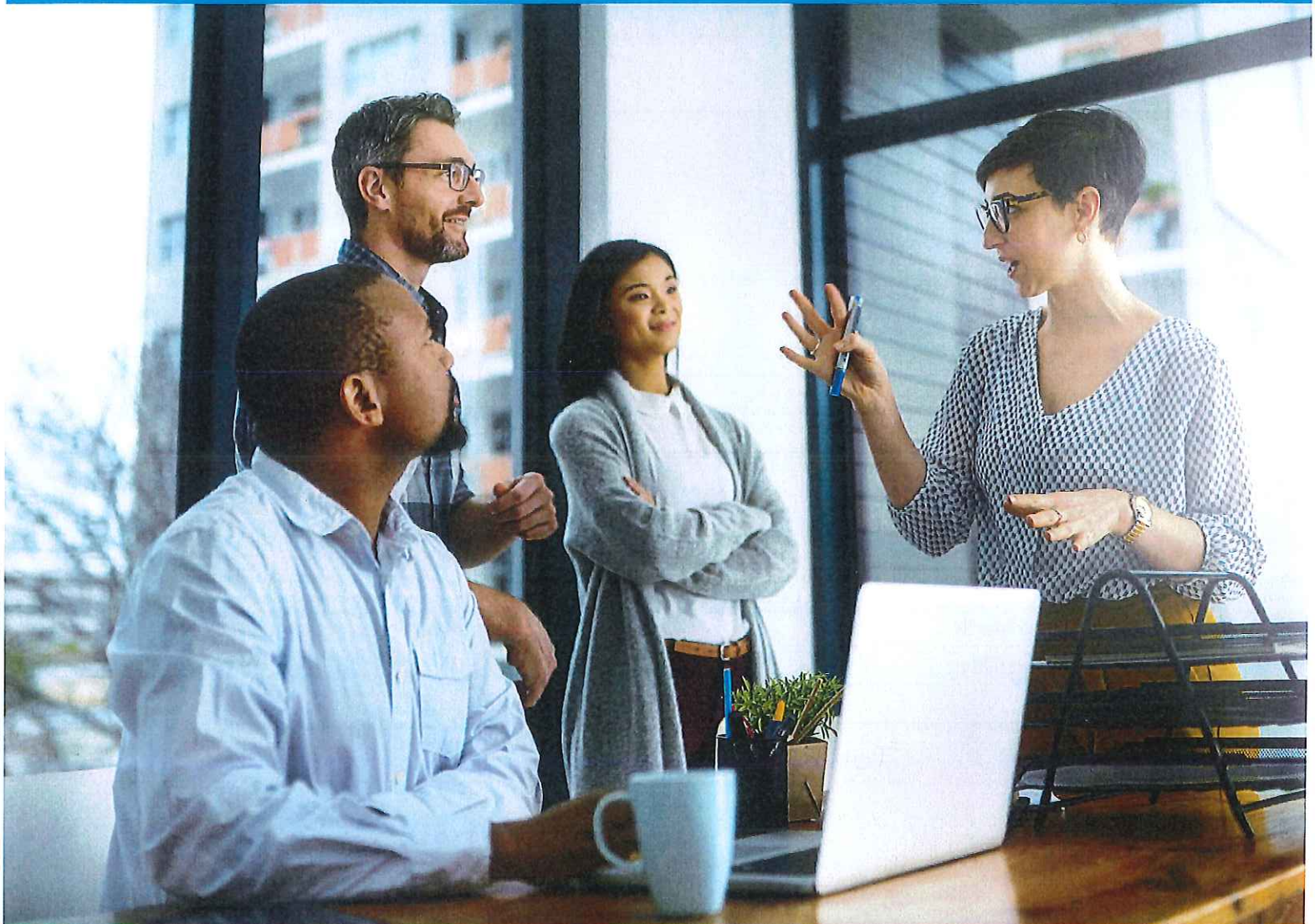
**NOTE:** this item is also listed under closed session so discussion can continue there.





Personalized Proposal Prepared for

**CITY OF BERLIN**



*Count on EMC® to protect your business.*

**TRICOR LLC**

PO BOX 450  
LANCASTER, WI  
53813-0450





Personalized Proposal Prepared for

## CITY OF BERLIN

### Your Business

CITY OF BERLIN  
PO BOX 272  
BERLIN, 54923-0272 WI

### Your Agent

TRICOR LLC  
PO BOX 450  
LANCASTER, WI 53813-0450

### Your Quote

Quote: 3X42482 009  
Prepared on 06/23/2023  
Policy Term: 07/23/2023-07/23/2024

Valid Through: 08/07/2023

### Your Account Summary

#### Your Premium Estimate

Commercial Property	\$75,719.00
General Liability (Occurrence)	\$14,285.00
Workers Compensation	\$73,809.00
Business Auto	\$45,140.00
Commercial Inland Marine	\$2,948.00
Commercial Umbrella	\$9,264.00
Govt Crime/Fidelity Package	\$428.00
Linebacker - Claims Made	\$7,670.00
Law Enforcement Liability	\$5,564.00
CyberSolutions	\$992.00

Total : \$235,819.00

#### Your Policy Benefits Include...

- 1 Industry leading loss control services to help protect your business
- 2 Flexible payment options designed to fit your needs
- 3 Fast, responsive claims service when you need it

### Your Payment Options



#### Electronic Funds Transfer (EFT)

Set up automatic payments and skip transaction fees with EFT. Sign up in Policyholder Access or contact your agent to get started.



#### Online

[www.emcins.com](http://www.emcins.com)  
Visit our website to make a single payment by eCheck or credit/debit card.



#### Phone

855-404-9076  
Use the automated service to make a single payment by eCheck or credit/debit card.



#### Mail

Submit check, money order or cashier's check to our centralized lockbox.

## Sara Rutkowski

**From:** Mary Meyer <MMeyer@vizance.com>  
**Sent:** Friday, July 7, 2023 11:02 AM  
**To:** Sara Rutkowski  
**Subject:** City of Berlin - Renewal Proposal from EMC Ins.  
**Attachments:** City of Berlin - EMC Renewal Quote Option 9.pdf

Hi Sara,

We are pleased to present the attached renewal proposal from EMC Insurance.

Please note the Property blanket limit is \$62,065,224 with a \$5,000 deductible.

\$75,719.00

EMC Ins. is also offering property deductible options:

Lower the deductible to \$2,500 for a property premium of \$80,064.

Lower the deductible to \$1,000 <sup>current deductible</sup> for a property premium of \$85,650. → difference of \$9,931.00

Also note the Workers Compensation dividend offer remains the same with a 20% flat dividend.

Please feel free to contact Drew with any questions. He can be reached on his cell phone: 920-229-8190.

Thank you,

Mary

\* so if we keep current deductible,  
increase the total due by \$9,931.00

Mary Meyer, CISR  
Client Service Advisor  
MMeyer@vizance.com  
d 920.441.1037  
vizance.com | linkedin | facebook



David | Sparks | Valeri  
Diedrich | Hornick  
Risk Management

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## Sara Rutkowski

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**From:** Drew Diedrich <DDiedrich@vizance.com>  
**Sent:** Friday, July 7, 2023 2:04 PM  
**To:** Sara Rutkowski  
**Subject:** City of Berlin auto premium

Sarah,

The underwriter has agreed to reduce the auto premium to \$40,000. *from 945,140.00*

Thank you,

Drew

Drew Diedrich, CIC, CRM  
Branch President | Shareholder  
DDiedrich@vizance.com  
d 920.441.1032 | m 920-229-8190  
vizance.com | linkedin | facebook



David | Sparks | Valeri  
Diedrich | Hornick  
Risk Management

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## ***City of Berlin***

108 N. Capron Street  
PO Box 272  
Berlin, WI 54923

***Ryan Burns & Mike Zagrodnik***  
Baer Insurance Services, Inc.  
9701 Brader Way, Suite 101  
Middleton, WI 53562

*Information contained in this proposal is intended to provide you with a brief overview of the coverages provided for reference purposes only. It is not intended to provide you with all policy exclusions, limitations, and conditions. The precise coverage afforded is subject to the terms, conditions, and exclusions of the policies issued.*

## Coverage Summary

### General Liability

- Bodily Injury and Property Damage
- Completed Operations and Products Liability
- Liability resulting from Mutual Aid Agreements
- Property Damage Liability
- Premises Medical Payments
- Liquor Liability
- Fire Legal Liability
- Watercraft Liability
- Ambulance and EMT Malpractice
- Special Events
- Care, Custody, and Control (\$250,000 sub-limit)
- Employee Benefits Liability
- Cemetery Operations Coverage
- Pollution for above-ground sudden/accidental losses (\$250,000 sub-limit)
- Optional No-fault sewer back-up available subject to underwriting (\$100,000 occurrence/\$300,000 aggregate limit)
- \$2,000,000 added to limits for Workers Compensation Part B – Employers Liability of the League's Policy

### Personal & Advertising Injury

- Mental Anguish and Stress
- Libel, Slander, Defamation of Character; Violation of an Individual's Right of Privacy
- Broadcaster's Liability
- Advertising Infringement
- Internet/E-Mail Liability

### Law Enforcement Liability

- Wrongful Acts & Discrimination
- Violation of Civil Rights
- Violation of Property Rights
- False Arrest, Detention or Imprisonment, or Malicious Prosecution

- Wrongful Entry or Eviction or other Invasion of the Right of Private Occupancy
- Assault or Battery
- Improper Service of Suit
- Holding Cell Operations
- Mutual Aid Obligations

### Public Official Errors & Omissions

- Wrongful Acts
- Discrimination
- Limited defense of tax collection/assessment claims
- Limited defense of non-monetary claims
- Zoning and Land Use Litigation
- Violation of State and Federal Civil Rights
- Employment Practices
- Occurrence Form coverage
- Prior acts for former claims made coverage is provided

### Automobile

Coverage is provided while operating motor vehicles, trailers, or semi-trailers designed for travel on public roads.

- Automobile Liability
- Protection for use of personal automobile for municipal business
- Uninsured or Underinsured Motorist for municipally owned vehicles
- Non-owned and Hired Auto
- Physical Damage deductible reimbursement or coverage for employees, volunteers, elected and appointed officials (\$500 per occurrence)

### Workers Compensation and Insurance Carrier's Liability

Statutory Wisconsin Workers Compensation coverage, including automatic all states endorsement



## Coverage Enhancements

LWMMI is pleased to offer major coverage enhancements which many commercial issuers exclude, including:

- A single policy combining General Liability, Law Enforcement, Public Officials Errors & Liability, and Auto Liability, reducing the chance for gaps between policies
- No "Aggregate Limits" apply. The "Per Occurrence" policy limit applies to all liability claims
- All coverage is on an "Occurrence" basis, including Public Officials and Employee Benefits Liability
- Prior Act coverage provided for former "Claims-Made" Policies
- Defense costs in addition to the policy limit for all liability coverage, including Law Enforcement Liability
- Police and public official claims will not be settled without your approval
- Limited defense cost reimbursement for alleged criminal acts
- Non-Monetary Claims Coverage up to \$50,000 Per Wrongful Act; subject to a \$250,000 Aggregate Limit
- Sudden and Accidental Above Ground Pollution - \$250,000
- Back and Future Wages and Benefits Covered
- Automobile and Premises Medical No Fault Payments
- \$2,000,000 added to limits for Workers Compensation Part B – Employers Liability of the League's Policy
- Expanded Contractual Liability for Mutual Aid Agreements
- Optional No-Fault Sewer Back-up Coverage (subject to underwriting acceptability) - \$100,000 per occurrence, \$300,000 annual aggregate
- Tax Assessment Disputes – up to \$50,000 for Defense
- Cyber Liability – 1<sup>st</sup> and 3<sup>rd</sup> Party coverage at \$25,000 per occurrence subject to a \$2500 deductible
- COVID coverage is limited to \$25,000 per occurrence

## Member Services

### Benefits of Participation

#### Coverages

- The League of Wisconsin Municipalities Mutual Insurance provides an extremely broad form of insurance for League Members

#### Claims (Workers Compensation)

- Use of a Wisconsin-based Workers Compensation claims administrator
- A single contact point for policyholders to reach claims adjusters, who are available in the state to meet with you individually
- 24-hour written confirmation of claims and contact with injured employee, with direct access to claims supervisors

#### Claims Liability

- Liability claims handled by Statewide Services, Inc., a municipal claim specialist
- Regional attorneys selected on the basis of their municipal experience
- Aggressive defense of unwarranted claims

#### Loss Control

- Focus on League Members with adverse loss history
- Focus on the statewide exposures of sewer back-ups, motor vehicle operations and sidewalk liability
- Free resource documents and assessment tools
- Regional training and education sessions including: hiring & employment practices, confined spaces, barricading, blood borne pathogens and back injury prevention
- Safety Committee Services

#### Dividends

- All LWMMI coverages are subject to dividend declarations by the Board of Directors

### Member Loss Control Services

The range of available services include:

- On-site inspections and consultation
- Contract review
- Policy and procedures review
- Telephone consultation
- Training and education programs
- Written resource materials, advisory bulletins, sample policies and procedures
- Training videos

Professional Staff & extensive expertise in the following:

- Municipal Liability
- Health and safety
- Industrial hygiene
- Ergonomics
- Motor vehicle operations
- Law enforcement
- Employment practices

## Proposal

### LWMMI Liability - Coverage/Limits Summary

Coverage	Limit
Bodily Injury and Property Damage Liability	\$6,000,000
Personal and Advertising Injury and Law Enforcement Liability	\$6,000,000
Premises Medical Payments	\$10,000
Public Officials Errors & Omissions	\$6,000,000
Employee Benefits Liability	\$6,000,000
Automobile Liability – Symbol 1 – Any Auto	\$6,000,000
Automobile Medical Payments Coverage – Symbol 2 - Owned Autos Only	\$10,000
Damage to Premises Rented to You	\$500,000
Wisconsin Uninsured Motorists Coverage – Symbol 2 – Owned Autos Only – Per Person	\$25,000
Wisconsin Uninsured Motorists Coverage – Symbol 2 – Owned Autos Only – Per Occurrence	\$50,000
Wisconsin Underinsured Motorists Coverage – Symbol 2 – Owned Autos Only – Per Person	\$50,000
Wisconsin Underinsured Motorists Coverage – Symbol 2 – Owned Autos Only – Per Occurrence	\$100,000
Workers Compensation / Employers Liability Part B Increased Limits	\$2,000,000
Prior Acts Coverage (Employee Benefits Liability)	Included
Prior Errors & Omissions Coverage (Public Officials E&O)	Included
Auto Physical Damage Deductible	\$500
Cyber Liability – Subject to a \$2,500 deductible	\$25,000
Sewer Backup Extended Coverage – Per Occurrence/Annual Aggregate	\$100,000/\$300,000



## Workers Compensation – Coverage/Payroll Information

Description	Limit
Employers Liability: Each Accident	\$100,000
Employers Liability: Disease – Policy Limit	\$500,000
Employers Liability: Disease – Each Employee	\$100,000
Workers Compensation: Statutory Benefit	Included
Part 1 States	WI
Part 3 Other States	All non-monopolistic States

### Class Codes

Loc	St	Code	Description	Estimated Annual Payroll	Base Rate	Estimated Annual Premium
1	108 N. Capron Street PO Box 272, Berlin, WI 54923					
	WI	7520	Waterworks Operations	\$215,000	3.15	\$6,773
	WI	7710	Ems & Drivers	\$710,000	3.56	\$25,276
	WI	7720	Police Officers	\$867,000	2.67	\$23,149
	WI	8810	Clerical Office Employees	\$400,000	0.17	\$680
	WI	9412	Municipal Operations - City	\$900,000	3.20	\$28,800
	WI	7709	Fire Department - Volunteer	\$9,000		\$4,590

### Premium Calculations

Description	Factor	Factored Premium
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State of Wisconsin		
Total Factored Premium		\$89,268
Experience or Merit Modification	0.88	-\$10,712
Premium Discount	7.90	-\$6,239
Expense Constant		\$220
Total Estimated Annual Premium for Wisconsin		\$72,537

\* A 20% Level Dividend is offered for the first two years of program participation- the LWMMI group dividend program applies thereafter

## MPIC Property – Coverage/Limits Summary

Coverage	Deductible	Proposed Insured Value
Buildings, Personal Property & Property in the Open – Replacement Cost	\$1,000	\$56,068,443 <b>see notes below</b>
Contractors Equipment – New Replacement Cost	\$1,000	\$652,260
Contractors Equipment valued under \$25,000 <b>There is no premium charge for these items</b>	\$1,000	\$198,300
Equipment Breakdown with Sewer, Water for Municipality or Other Entity	\$1,000	\$56,068,443
Money & Securities	\$500	\$40,000
Inland Lakes and Rivers Pier and Wharf - Limited Coverage	\$1,000/10%	\$53,500

**Notes: Coverage includes**

**\$10,000,000 Extra Expense coverage**

**\$5,000,000 Flood/Surface Water ( other than zones designated A& E - 100 year flood plain)**

**\$5,000,000 Earthquake, Earth Movement, Mudslide**

**Property Plus Endorsement grants additional 25% of Blanket Limit to coverage (\$14,017,110)**

## PREMIUM SUMMARY

Coverage	Company	Proposed Premium
General Liability	League of Wisconsin Municipalities Mutual Insurance	\$12,578
Governmental & Police Professional Liability	League of Wisconsin Municipalities Mutual Insurance	\$11,225
Police FTE		12
Public Official Liability	League of Wisconsin Municipalities Mutual Insurance	\$22,143
Automobile Liability	League of Wisconsin Municipalities Mutual Insurance	\$11,829
Auto Physical Damage	League of Wisconsin Municipalities Mutual Insurance	\$14,831
Number of Autos		56
No-fault Sewer Backup Coverage	League of Wisconsin Municipalities Mutual Insurance	\$9,824
Liability & Auto Total		\$82,430
Workers Compensation	League of Wisconsin Municipalities Mutual Insurance	\$72,537
Experience Modification Factor		.88
Property	Municipal Property Insurance Company	\$62,198
Crime	Travelers Insurance	\$1,672
See summary of coverage		

**\$ 218,837**

### Notes:

- \*LWMMI will guarantee rates for two years other than premium for added autos or Police officers
- \*No Fault Sewer Water Back Up optional coverage available for \$9824
- \*Work Comp 20% Level dividend first 2 years -LWMMI group dividend program applies thereafter  
2% of Work Comp Premium is offered in a Safety Grant available \$1,450
- \*Lexipol or equivalent police procedures subscription support for the first \$2,500 of the cost and a  
10% discount from Lexipol on cost over the \$2,500 per year from LWMMI
- \*No additional premium for autos added during the policy term



## Custom Resources Just For You

### HUMAN RESOURCES ASSISTANCE

League Insurance has partnered with *Stafford Rosenbaum LLP* to provide the following human resources services:

- ☐ HR Hotline – phone assistance with HR-related issues.
- ☐ Talent Management – support with recruitment, hiring, background screening, onboarding, performance management, coaching, feedback, disciplinary counseling, termination management, and organizational and staff development.
- ☐ Employment Law Compliance – WI and Federal Fair Employment, wage & hour, safety, FMLA, I-9 Employment Verification, and more.
- ☐ Documents – development/review of job descriptions, **handbooks, policies, procedures**, and forms customized for the municipality.
- ☐ Compliance and HR practices assessments and development of remedial plans.
- ☐ Workplace Training – related to compliance and HR-related topics for supervisors and/or employees.
- ☐ Workplace investigations.
- ☐ Sample handbooks, toolkits addressing various HR subjects and best practices, and online harassment and discrimination training webinars.

### EMPLOYEE SAFETY & RISK MANAGEMENT

With loss control resources provided by United Heartland, we can analyze loss trends and municipal operations to **customize a safety program for your community**. Included are comprehensive safety manuals, job site analysis, newsletters, webinars, and information on many topics including:

- |  |  |
|--|--|
| <input type="checkbox"/> Confined Space                                | <input type="checkbox"/> Power Platforms/Aerial Lifts            |
| <input type="checkbox"/> Excavating/Trenching                          | <input type="checkbox"/> Respiratory Protection                  |
| <input type="checkbox"/> Hearing Conservation                          | <input type="checkbox"/> Rigging/Slings/Hoists                   |
| <input type="checkbox"/> Ladder Safety/Fall Protection                 | <input type="checkbox"/> Tools – Hand Tools/Power Tools          |
| <input type="checkbox"/> Lawn Care/Mowers/Trimming/Landscaping         | <input type="checkbox"/> Tree Trimming/Chainsaw & Chipper Safety |
| <input type="checkbox"/> Lockout Tagout/Electrical Arc Flash           | <input type="checkbox"/> Water Hazards – Pools, Ponds, Lakes     |
| <input type="checkbox"/> Motor Vehicle & Construction Equipment Safety | <input type="checkbox"/> Welding, Cutting, or Brazing            |
| <input type="checkbox"/> Outside Contractor Qualification              | <input type="checkbox"/> Work Zone Safety/Traffic Control        |

### LEAGUE INSURANCE UNIVERSITY

League Insurance has partnered with *Lexipol* to provide self-paced online courses *written specifically* for local government and public safety professionals. Courses are available on demand from any computer or mobile device with internet access, 24/7.

- ☐ League Insurance University offers all employees access to over **200 online training topics** including HR & Management, Safety, Public Works, Law Enforcement, and much more.
- ☐ For Water and Wastewater, League Insurance University courses can be used to fulfill annual training hours requirements. Wastewater professionals will simply need to submit their certificate of course completion directly to the DNR for training approval.
- ☐ For law enforcement, League Insurance Police University can be used to fulfill 8 of the 24 hours of annual training requirements with Department level approval.

### **CYBER UNIVERSITY**

League Insurance is partnered with leading cyber insurance provider, *Tokio Marine HCC*. With cyber liability coverage from League Insurance you have **access to state-of-the-art cyber coverage and resources** including:

- ☐ Training courses on many topics including ransomware, phishing emails, network security, and more.
- ☐ Sample policies and procedures for best practices and breach response plans.
- ☐ Cyber security advisors for technical information and scenario planning.

### **LAW ENFORCEMENT POLICIES/PROCEDURES ASSISTANCE**

League Insurance members are **eligible to receive reimbursement** for updating law enforcement and fire department manuals through an accredited policy manual service provider, as well as reimbursement for law enforcement accreditation.

### **REBOUND RETURN TO WORK PROGRAM**

League Insurance has contracted with *Rebound*, a company which specializes in rehabilitation of injured municipal employees. The program gets your employees seen by top specialists quickly, and with better outcomes. This helps employees recover and saves departments money. Under the *Rebound* program, members are **100% reimbursed** by League Insurance for Rebound expenses incurred.

### **NURSE TRIAGE & TELEHEALTH**

League Insurance is partnered with *CorVel* to provide nurse triage and telehealth services. CorVel's proactive healthcare solution offers injured workers the following medical services:

- ☐ Nurse Triage – **24-7 access to registered nurse hotline** to evaluate injuries to determine immediate medical needs.
- ☐ Telehealth – Provides immediate referral to medical physicians when needed via computer, tablet, or phone.





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## **Nurse Triage & Telehealth**

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League of Wisconsin Municipalities Mutual Insurance is proud to partner with CorVel as our nurse triage and telehealth partner. CorVel's proactive healthcare solution connects injured workers to medical services ensuring they feel cared for in the event of a workplace injury.

### **Nurse Triage**

At the time of a workplace injury, employees can call and speak with a registered nurse through CorVel's 24/7 nurse hotline who will evaluate the injury to determine immediate medical needs. By addressing the injury when it first occurs, CorVel can provide quick and timely care for your employees.

### **Telehealth**

CorVel's nurses are trained to provide an initial assessment and will provide immediate referral to medical care when needed. Nurses may also refer to telehealth as appropriate at the option of the employee. This feature connects the injured worker to a physician immediately via a computer, tablet, or phone. The CorVel nurse will email a link with instructions directly to the injured worker. The CorVel nurse will stay on the telephone with the injured worker until they are connected to the online visit.

### **Advantages of Telehealth**

For many workplace injuries, immediate treatment can be received through a virtual visit with a doctor eliminating the need for scheduling and attending an in-person appointment. No driving to a doctor's office, missed appointments, or delays in waiting rooms. With the advent of new technologies, many welcome the convenience of a virtual visit with a doctor and the added expediency of prescriptions and physical therapy scheduling. By connecting our employees with appropriate, quality care, it can help prevent a minor injury from becoming a complicated injury and focus on your employee's wellness.

### **About Telehealth Physicians**

CorVel has contracted with dedicated physicians who average 15 years in primary and urgent care experience, and are US Board Certified, licensed, and credentialed.

### **Rebound**

For our members that currently utilize our Rebound injury management program, you can continue to contact Rebound directly as you have been doing for any musculoskeletal injuries (knee, shoulder, back, hip, etc.). Also, the nurses at CorVel can provide a referral to Rebound for those injuries as appropriate. The services are designed to work together to achieve the best outcome.

### **Reporting a Claim**

For any work related injury that goes through the 24/7 nurse hotline, CorVel will automatically send the first notice of injury to United Heartland for claim handling. If you chose not to use CorVel, you will need to submit your claim to United Heartland as previously done.

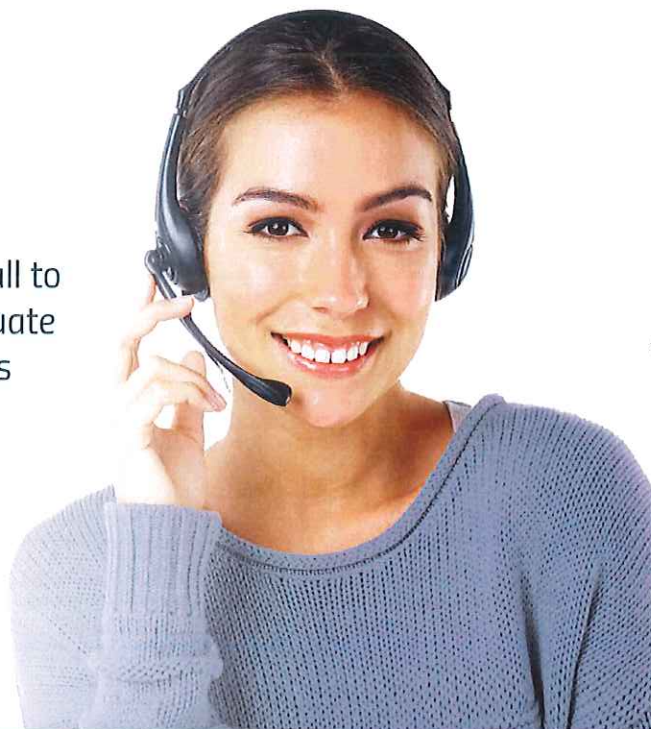
***Better injury management helps your employees and your bottom line.***



# 24/7 Work Injury Nurse Line



Immediately following a workplace injury, call to speak with a registered nurse who will evaluate your incident and determine care. Our nurses specialize in occupational injuries and will connect you with the quality care you need.



# (855) 438-4577

**Call 911 for Medical Emergencies**







Every day, public safety workers get hurt on and off the job.





When that happens, Rebound is here to help.

We guide workers through a complex healthcare system to heal more quickly, which saves time and money for all stakeholders.



## Your employees get better. Faster.

### Benefits to you

-  We seamlessly integrate into your workers compensation process without adding work or eliminating jobs. It's truly a no-hassle process.
-  Rebound's medical providers understand the physical challenges of your workforce, and the vast majority are sports medicine trained.
-  Rebound's Orthopedic Patient Navigators help your injured employee select the best provider in our network based on location, history and needs.
-  Our advocates guide your employees through the entire process, from the moment we take their injury call until their ready-for-duty orders are signed.

*"Rebound has literally done everything they said they would do, as well as go above and beyond. Budgets are getting hit hard, and injuries are a big part of that. When you have Rebound in your corner, helping you get people back to the job faster, that is huge for us from a daily staffing perspective and a budgetary standpoint."*

**Battalion Chief  
Robbie Franks  
Memphis Fire Department**



### Contact us

[hello@justrebound.com](mailto:hello@justrebound.com)  
Toll Free: 800-781-2320  
[justrebound.com](http://justrebound.com)



# Human Resources & Pre-Loss Legal Services



## ***Human Resources Legal Services***

The League of Wisconsin Municipalities Mutual Insurance (LWMMI) has partnered with our colleagues at the Stafford Rosenbaum law firm to provide the following human resources legal services at no cost to insured members:

- *HR Hotline: Phone assistance with HR-related issues.*
- *Talent Management: Support with recruitment, hiring, background screening, onboarding, performance management, disciplinary counseling, and termination management.*
- *Employment Law Compliance: WI and Federal Fair Employment, Wage & Hour, Safety, FMLA, I9 and more.*
- *Documents: Development/review of job descriptions, handbooks, policies, procedures, and forms customized for the municipality.*
- *Workplace Training: Supervisors and/or employees related to compliance and HR-related topics.*
- *Workplace investigations.*

## ***Pre-loss Legal Services***

Has something happened in your community recently where you need legal advice? Stafford Rosenbaum offers insured members no cost pre-loss legal services:

- *Land use, zoning, permits*
  - *Conflicts of interest*
  - *Tax assessments*
  - *Open meetings and public records*
  - *Contractual issues*
- ...and many more.*

Contact:

Ted Waskowski—Partner  
twaskowski@staffordlaw.com  
(608) 259-2613





# Protecting the Communities We Live In

Workers' Compensation Insurance Administered by United Heartland

The League of Wisconsin Municipalities Mutual Insurance (LWMMI) utilizes United Heartland's high-touch service model, broad experience and expertise in workers' compensation.

Through collaborative partnerships and knowledgeable employees, United Heartland (UH) delivers the ultimate insurance program while building long-term customer relationships.

Effective risk management is a top priority for both LWMMI and UH as well as providing appropriate medical care for injured workers, and comprehensive return-to-work best practices.



## LWMMI Members

Cities and villages in Wisconsin are incorporated municipalities that provide a full range of services to persons and properties within their boundaries, including street maintenance and snow plowing, sewer, water and electricity, police and fire protection, garbage collection, libraries, parks and recreation, zoning and planning, and public transportation.

UnitedHeartland.com  
1-800-258-2667

 UnitedHeartland



AF Group (Lansing, Mich.) and its subsidiaries are a premier provider of innovative insurance solutions. Insurance policies may be issued by any of the following companies within AF Group: Accident Fund Insurance Company of America, Accident Fund National Insurance Company, Accident Fund General Insurance Company, United Wisconsin Insurance Company, Third Coast Insurance Company or CompWest Insurance Company. United Heartland is the marketing name for United Wisconsin Insurance Company, a member of AF Group.



## Claims Strategies

- Dedicated service team including a senior claims adjuster, who will serve as main contact, and a nurse case manager who will be involved in any lost-time claim at no additional charge. Others on the team will provide support as needed.
- Loss runs are available through our online portal and can also be provided upon request. Municipalities also have the option to use UH RiskView, our risk management information system, to report claims and track claims data.
- Every claim is investigated, including medical only. Claim reviews can be done as needed.
- Reserve alerts are sent to insureds and agents at increases of \$25,000 or greater, including the initial reserve set-up.
- Proactive plans of action for early return-to-work can help minimize paid indemnity amounts and reduce overall claim severity.
- In-house investigation services are used whenever possible with causation investigators used to determine compensability in repetitive motion claims.
- Access to physician consultants, who provide expertise on complex claims, accuracy of treatment, recommended specialist resources, and complicated medical issue clarification.
- Patented state-of-the-art Care Analytics® platform identifies providers who treat more aggressively upfront and who are more successful in getting injured workers back to work.

# \$0

Additional cost  
for medical bill review.

# 24%

Since 2012, our average claim costs across all UH business segments has remained 24% below the industry average.\*

# 29.3%

Average experience mod savings obtained by accounts who came to UH with an EMV of 1.25 or greater and stayed with UH for four or more years.\*\*



## Loss Control Services

The following services are available for municipality accounts when United Heartland's Loss Control team is on the premises:

- Analyze loss trends at the department and work activity level.
- Conduct loss control service meetings to review full scope of municipal operations and potential exposures present.
- Observe job sites and workplaces to identify unsafe work practices and conditions which contribute to employee injuries.
- Discuss existing safety programs and offer recommendations for improvement.
- Use loss analysis, exposure assessments, GAP analysis and direct observations to develop a customized strategy and actions needed to reduce losses, minimize exposures and improve controls.

Accounts of all premium sizes have access to the services listed below:

- Online resources, available in the UnitedHeartland.com Resource Library, including posters, fliers, table tents, videos, sample programs and more on a variety of safety topics.
- Comprehensive safety manual for LWMMI members including sample safety programs and informational documents.
- Risk Connection newsletters containing industry-specific safety information and OSHA updates.
- Over 200 LWMMI University self-paced online courses written specifically for local government and public safety professionals — available on demand 24/7. Topics range from human resources and management, safety to public works, law enforcement and more.

For Water and Wastewater, LWMMI University courses can be used to fulfill required hours of annual training requirements. Wastewater professionals will simply submit their certificate of course completion directly to the DNR for training approval.

For Law Enforcement, the LWMMI Police University can be used to fulfill 8 of the 24 hours of annual training requirements with Department level approval.

- No cost law assistance provided by EngageHRLaw on several key areas including employment law compliance, employee relations and managing difficult situations, assistance with handbooks, policies and procedures and workplace training.

# 25

Average years of  
experience of UH Loss  
Control team.

# \$0

Cost for LWMMI University  
training modules.

# \$0

Cost for EngageHRLaw  
advise on several  
key areas.

# 93%

Percentage of 2019 survey  
respondents who said they  
were likely or very likely  
to renew their customers'  
workers' compensation  
with UH.\*\*\*

\* Based on contract request from the insurer.  
\*\* Based on United Heartland public accountants  
audit. 2019. 2019. 2019. 2019. 2019. 2019.  
\*\*\* 2019. 2019. 2019. 2019. 2019. 2019.  
with UH, no other premium factors considered.  
\*\*\* 2019. 2019. 2019. 2019. 2019. 2019.

## What is the United Heartland Difference?

**We are specialists** in the field of workers' compensation, which helps us be agile and experienced as we handle larger, more complex account needs.

**We are collaborative** with our agents and customers and place high value on their input, allowing us to provide the best solutions.

**We are innovative** in our approach to claims and medical management strategies, achieving cost-effective results while returning injured workers to maximum medical improvement.

**We are focused** on our customers. By investing up-front time and effort to understand each customer's individual needs, we provide them distinctive, customized workers' compensation solutions.

**We are personal** and deliver customized, results-oriented strategies and approaches that are the hallmarks of our underwriting, claims and loss control philosophies.

**We are responsive** to our client's needs and make sure that service is our highest priority. Customer satisfaction surveys support this philosophy, with consistently high scores.

### Accounts We Serve Best

- Decision makers who are focused on service.
- Individuals who are motivated to partner with their carrier to manage net workers' compensation costs.
- Accounts with loss frequency challenges.
- Undesirable experience modification factors.

## AF Group Enterprise Backing

United Heartland is a part of AF Group, an industry leader and a premier provider of innovative insurance solutions. In addition to UH, AF Group operates through these brands: Accident Fund Insurance Company of America, CompWest Insurance Company, Third Coast Underwriters, AF Specialty and Fundamental Underwriters.

### Highlights include:

- Rated "A" (Excellent) by A.M. Best.
- Multiple honoree as a Best Place to Work in Insurance by Business Insurance magazine.
- Licensed in 50 States with the ability to write up to 80% of all work comp in core states.

## Contacts

**UnitedHeartland**

**Phone:** 800-258-2667

**Fax:** 262-787-7701

**Web:** UnitedHeartland.com



**Mail:** 131 West Wilson Street  
Suite 502  
Madison, WI 53703

**Phone:** 608-833-9595

**Fax:** 608-833-8088

**Web:** lwmmi.org

**Email:** Insurance@lwmmi.org





# LWMMI UNIVERSITY ADMINISTRATOR FEATURE OVERVIEW

## The Benefits of the LWMMI University

The League of Wisconsin Municipalities (LWMMI) has partnered with LocalGovU to deliver online training to our members at no cost. Online training improves the safety and effectiveness of your organization and personnel, while contributing to successful professional development.

Employees can conveniently access hundreds of e-learning courses 24/7, allowing them to balance their work schedules while completing practical and informative self-directed training at their own pace.

Members can choose to train by topic or can select more specific courses by profession.

## Fulfill Training Requirements

For law enforcement, the LWMMI Police University can fulfill 8 of the 24 hours of annual training requirements with department-level approval.

For Water and Wastewater, LWMMI University courses can be used to fulfill the required hours of annual training requirements. Wastewater professionals will need to submit their certificate of course completion directly to the Department of Natural Resources for training approval.

### COURSE LIBRARY

- Compliance (HR/Safety)
- EEOC and Employment Law
- Emergency Medical Services
- Equipment Safety
- Financial Management
- General Safety
- Health and Wellness
- HR Development
- Information Technology
- Law Enforcement
- Leadership Development
- Professional Development
- Risk Management
- Roadway and Highway
- Schools and Educational
- Transit and Fleet Operations
- Water and Wastewater



## Learning Management System Admin Features

### Assignments

Schedule online training to align with internal training calendars, control access to online courses and material and document offline training.

### Groups

Build and manage custom groups for personnel, dividing them by certification level, rank, shift or other tailored options.

### Notification Manager

Activate action-based, pre-scheduled, recurring and other notifications targeted to specific groups, organizations and job titles.

### Reports

Create recurring or on-demand reports for tracking compliance of personnel assignments and credentials. Pull reports for members, groups and courses, and export training records based on rank, division, shift, course or assignment.

### Individual User Access

Using the dashboard, members can easily see which courses they are assigned, and download certificates of completion.

### Custom Roles

Manage personnel access seamlessly with five user roles, letting members see and access only what they need.

### Custom Homepage

Customize your homepage with your logo, important information and featured courses.

### Training Calendar

Visually manage several features by date, including assignments, credentials, training events and more through a centralized training calendar with both member and administrator views.

## Admin Features and Users Personal Dashboard

### Admin Features

- Add members and organize into groups
- Assign group admins or user-specific roles
- Create quick assignments or bundle courses into learning plans
- Track training and compliance through ad hoc or recurring reports
- Manage and customize training and assignment notifications
- Assign and manage course credits from online and in person training
- Highlight featured courses or hide select courses from view

### Individual User Dashboard

- Track assignments and training activity
- Download certificates and personal training reports
- Access virtual training calendar
- Receive and manage personal notifications

## Dedicated Customer Support

Support from LocalGovU is available from Monday through Friday, 8:00 a.m. – 5:00 p.m. CST. If you have questions or need assistance, you can contact customer support directly at 866.845.8887 or [customerservice@localgovu.com](mailto:customerservice@localgovu.com)



**Travelers Casualty and Surety Company of America**  
**QUOTE OPTION #1**

**CRIME COVERAGES:**

Crime Insuring Agreements	Single Loss Limit of Insurance	Single Loss Retention	Crime Insuring Agreements	Single Loss Limit of Insurance	Single Loss Retention
<b>A - Fidelity</b> 1. Employee Theft 2. ERISA Fidelity 3. Employee Theft of Client Property	See Endorsement Not Covered Not Covered		<b>F - Computer Crime</b> 1. Computer Fraud 2. Computer Program and Electronic Data Restoration Expense	\$250,000 \$250,000	\$2,500 \$2,500
<b>B - Forgery or Alteration</b>	\$250,000	\$2,500	<b>G - Funds Transfer Fraud</b>	\$250,000	\$2,500
<b>C - On Premises</b>	Not Covered		<b>H - Personal Accounts Protection</b> 1. Personal Accounts Forgery or Alteration 2. Identity Fraud Expense Reimbursement	Not Covered Not Covered	
<b>D - In Transit</b>	Not Covered		<b>I - Claim Expense</b>	\$5,000	\$0
<b>E - Money Orders and Counterfeit Money</b>	Not Covered		Social Engineering Endorsement	\$100,000	\$5,000

Insured's Premises Covered: Worldwide, except

**TOTAL ANNUAL PREMIUM - \$1,672.00**

(Other term options listed below, if available)

**LIMIT DETAIL:**

Shared Additional Defense Limit of Liability: N/A

Crime Policy Aggregate Limit of Insurance: N/A

**PREMIUM DETAIL:**

Term	Payment Type	Premium	Taxes	Surcharges	Total Premium	Total Term Premium
1 Year	Prepaid	\$1,672.00	\$0.00	\$0.00	\$1,672.00	\$1,672.00
3 Year	Prepaid	\$4,766.00	\$0.00	\$0.00	\$4,766.00	\$4,766.00
3 Year	Installment	\$1,672.00	\$0.00	\$0.00	\$1,672.00	\$5,016.00

**POLICY FORMS APPLICABLE TO QUOTE OPTION # 1:**

CRI-2001-0109 Crime Declarations Page  
CRI-3001-0109 Crime Policy Form

**ENDORSEMENTS APPLICABLE TO QUOTE OPTION # 1:**

ACF-7006-0511 Removal of Short-Rate Cancellation Endorsement  
CRI-19072-0315 Global Coverage Compliance Endorsement – Adding Financial Interest Coverage and Sanctions Condition and Amending Territory Condition  
CRI-19085-0919 Social Engineering Fraud Insuring Agreement Endorsement  
CRI-19101-1117 Amendatory Endorsement for Certain ERISA Considerations  
CRI-19122-1120 Delete Exclusion For Prior Losses Involving Subsidiaries Endorsement  
CRI-4025-0109 Wisconsin Changes Endorsement  
CRI-5050-0613 Wisconsin Cancellation or Termination Endorsement  
CRI-7126-0109 Government Entity Crime Endorsement - Faithful Performance of Duty  
CRI-7129-0109 Government Entity Crime Endorsement Including Coverage for Treasurers and Tax Collectors

To: Common Council

Date: July 07 2023

RE: TID Façade and Building Improvement Program

From: City Administrator

We have received one application for the TID Façade Improvement Program.

The estimated TID balance is \$161,138.

The anticipated TID increment for 2023 is \$98,520.



## City of Berlin TID # 15

### Building Improvement Program Application

**Applicant Information:**Name(s): Michael J RaabkePhone # (cell): \_\_\_\_\_ (home): \_\_\_\_\_ (work): 920-361-3865Residential Address (street, city, state, zip): ~~203~~ 203 W Marquette StEmail: mikesbikeshop117@gmail.com**Business Information:**Business Name: Mike's Bike ShopBusiness Address: 117 E Huron StBusiness Phone #: 920-361-3565Type of Business: Retail & ServiceCheck One: ☒ Individual ☐ Partnership ☐ Corporation

Name of Partners/Corporate Officers: \_\_\_\_\_

**Property Owner:**☒ Check if the same as Applicant

Name(s): \_\_\_\_\_

Phone # (cell): \_\_\_\_\_ (home): \_\_\_\_\_ (work): \_\_\_\_\_

Residential Address (street, city, state, zip): \_\_\_\_\_

Email: \_\_\_\_\_

**Project Information:**

Description of proposed project (attach photographs, quotes, project plans or drawings):

Install new roof on 117 E Huron St

How does this project meet the purpose/mission of the Building Improvement Project:

It helps keep a building with an active business structurally sound and viable

Estimated start date: \_\_\_\_\_ Estimated completion date: @ 11/1/2024

**Project Budget:**

Total Cost:

Estimated by Great Lakes @ \$33,950<sup>00</sup>

Total Cost requesting from building program:

\$15,000<sup>00</sup>

Source of other funding:

BUDC revolving loan program

Applicant(s) signature(s):

M. P. [Signature]

Date:

7/7/2023 For Office Use Only.....

Date received in Clerk's Office: \_\_\_\_\_

Received by: \_\_\_\_\_

Date of Next CC meeting: \_\_\_\_\_









June 21, 2023

**Project Name and Location:**

Mike's Bike Shop  
117 East Huron Street  
Berlin, WI 54923

**SCOPE OF WORK: FURNISH AND INSTALL PERMASEAL HOT-AIR SEAM WELDED REINFORCED MEMBRANE**

- \* Pre-job project profile has been submitted to Technical Department for approval of roof details.
- \* Pre-job inspection has been completed with Great Lakes Roofing and owner's representatives.
- \* Set up required safety equipment at site needed to comply with OSHA construction guidelines (i.e.: approved barricades, safety lines, rubbish chutes, etc.).
- \* Great Lakes Roofing Corporation's written HAZZ/COMM Program and SDS sheets will be on job site at all times.
- \* Roof top needed equipment and materials to install new, high quality roofing system covered and secured against wind and water damage.
- \* Safely remove existing chimney and dispose of the debris.
- \* Remove wet roofing and insulation then build up to existing height as needed on a time and material basis.
- \* Repair possible deck material deterioration on a time and material basis.
- \* Disconnection and reconnection of **HVAC Unit / Conduit** is owner's responsibility.
- \* Furnish and install **1 layer of Polyisocyanurate** roofing insulation and secure using approved fastening patterns.
- \* Furnish and install new reinforced roof membrane with galvanized metal plates and high quality deck fasteners using

**Northeast Wisconsin**

1605 Drum Corps Drive  
Menasha, WI 54952  
Phone 920.996.9550  
Fax 920.968.1843

**Southeast Wisconsin**

W194 N11055 Kleinmann Drive  
Germantown, WI 53022  
Phone 262.253.9550  
Fax 262.253.3664

**Central Wisconsin**

4740 McFarland Court  
McFarland, WI 53558  
Phone 608.838.9900  
Fax 608.838.9381

**Northeast Illinois**

24 West Wasdworth Road  
Waukegan, IL 60087  
Phone 847.731.7200  
Fax 847.731.9941

Toll Free 800.871.5151

[www.greatlakesroofing.net](http://www.greatlakesroofing.net)



approved fastening patterns. Membrane is U.L. Class A fire rated.

- \* Furnish and install corner and boot flashing accessories to ensure quality. Weld to manufacturer's approved details.
- \* Flash all units, vents, stacks, and penetrations as needed using approved materials.
- \* Completely seal all units, vents, stacks, and penetrations as needed using approved sealant.
- \* Flash roof edge according to approved termination detail.
- \* Reflash through wall scuppers to approved details.
- \* Clean up project work area and dispose of our debris safely.
- \* Complete all paperwork as needed for issuance of roof warranty.
- \* **Twenty (20) year manufacturer's membrane warranty.**
- \* **Fifteen (15) year Great Lakes Roofing Corporation's Labor Warranty.**

Investment Total: \$ 33,950.00

Submitted by: David Kaufman

**ACCEPTANCE:**

The undersigned hereby accepts this Proposal and, intending to be legally bound hereby, agrees that this writing shall be a binding contract and shall constitute the entire contract.

Owner/Customer: \_\_\_\_\_

Signed By: \_\_\_\_\_

Date: \_\_\_\_\_

**Great Lakes Roofing Corporation reserves the right to withdraw this scope of work.**

**WE HOLD THESE AWARDS:**  
**WISCONSIN CORPORATE SAFETY AWARD**

## **Raze and Repair Orders/ Nuisance Complaints**

**Address of Property:** 107 W Huron St.

**Property Owner Name:** Hussein Kader

**Local Agent:** Santiago Barraza

### **Basic Information:**

Parcel Number:	206-01758-0000
Assessed Property Value:	\$74,600.00
Est. Fair Market Value	\$113,400
Occupancy?	No, Two Apartments and one Retail Space
Taxes paid?	No, 2021 has \$ \$2,570.94 owed and 2022 has \$2,572.84 owed
Construction in Progress?	TBD

### **Neighbor complaints:**

- On July 2016 Initial complaint to Community Development Director with report of extensive water damage to the interior of the property.
- November-December 2021 numerous complaints to Planning and Development Director from neighbors.

### **Contact with Owner:**

- As of October 10<sup>th</sup> 2022 Santiago Barraza stated they are in the process of delivering the parts to install new drywall, flooring, ceilings, and windows this week. If all goes well, the work on these should commence over the next month with priority given to the windows and shoring of the back porch. The water infiltration of the roof has been mitigated with PVC tubing.
- Property Quit Claim Deeded to a Hussein Kader on 2/18/2023 but recorded May 11<sup>th</sup> 2023
- As of May 29<sup>th</sup> 2023 Santiago Barraza stated to PDD he remains the local agent and will be responsible for completing the scope of work required by the Building Inspector and Council by the date of the roofing permit's expiration. He was directed to facilitate an inspection by 6/5/23 and had responded he would be getting the façade permit on 5/31/23.

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

- On all respective inspections below the Building Inspector communicated the necessity of repairing the structure and rear roof portion as well as removing the back porch.
- As of December 2022, the majority of the work completed within the last year has been clean-up of the debris inside the building. The work on the rear roof has not really started, with only an attempt to patch up drainage into a pvc drain being performed. There is still water infiltrating the structure from the roof through the basement in this back portion. They have ordered flooring, drywall, and windows to install in order to seal up the building, though the rear will take having a stable structure before any more weight should go onto it.
- Santiago has been in discussions with the Planning and Development Director though did not show up on Thursday, December 8<sup>th</sup> when he was to discuss potential grants and the general strategy.
- In June 2023 the bricks of the Façade, Chimney, and major exterior wall portions were replaced or shored up. The major external remaining work is the windows and doors- stated to be ordered for installation by early July- and the rear roof. The rear porch is to be removed when the roof is completed.

### **Inspections:**

- April 30 2021 the Building Inspector performed a complete inspection and drafted the progress report.
- July 28 2021 the Building Inspector performed an inspection finding no progress.
- November-December 2021 Planning and Development Director performed exterior inspections.
- On December 31 2021 the Building Inspector executed the special inspection and examined the entirety of the structure.

- A full inspection is scheduled for November 2<sup>nd</sup> 2022 at 10:30 A.M.
- A full inspection took place on November 9<sup>th</sup> at 10:30 AM. The owner's cousin was there to discuss the issues and hear the recommendations of the Building Inspector.
- A full inspection took place on June 5<sup>th</sup> 2023. The work on the façade was observed then and shortly after.

#### Permits pulled:

- On June 15<sup>th</sup> 2022 a permit was pulled for the installation of the rubber roof for the area of issue on the property, to result in the completion of a water-tight and structurally sound roof.
- Santiago Barraza has stated the remainder of the work on the 12-31-21 report will have a follow up permit pulled, depending on how the roof replacement goes, as this could reveal issues they may not know about yet.
- Original Rear roofing permit pulled 6/15/2022.
- Dumpster Permit approved on 06/08/2023
- Extended Roofing permit pulled 6/15/2023 slated to expire 6/15/2024. Also pulled a permit for the brickwork.

#### Additional Relevant Information:

- Ramon Valez-Aleman sold the property around April 2020 before completing repairs. He had health issues and reached an impasse with fixing the property.
- Ramon Valez-Aleman had expressed interest in buying back the property multiple times between April 2020 and April 2022.
- On April 19<sup>th</sup> 2022 Green Lake County received a quit claim deed with Israel Barraza as the recipient of 107 W Huron.
- As of May 6<sup>th</sup> 2022, there has not been a permit pulled for the work to be done at this property.
- Permit #22-83-06B pulled on May 15<sup>th</sup> 2022 for Installation of Rubber Roof.
- February 3<sup>rd</sup> 2023 Ramon Valez-Aleman came to City Hall to discuss the potential acquisition of this property.
- On April 3<sup>rd</sup>, Owner conferred with staff that the interior is still being gutted. With weather improving, they are hoping to begin outside work soon. Owner inquired on how to obtain permit for large garbage dumpster.
- Santiago stating progress on gutting interior is going well, the crew has been getting work done. Now that the weather is improving again, they again asked about dumpster permit as they have it scheduled soon.
- Property Quit Claim Deeded to new owner May 11<sup>th</sup> 2023.
- Dumpster Permit Approved 06/08/2023.
- Starting work on the brickwork on the rear; chimney, and some structure in anticipation of rear roof. Sent videos to PDD on 6/15/23.
- As of July 2023 the brickwork is complete. On the 3<sup>rd</sup> Santiago called and sent pictures of the progress, discussing interior demolition was well underway with multiple dumpsters filled, inquired about placement.

City of Berlin

June 19, 2023

To Whom It May Concern:

I will be resigning from the City Board of Review, effective immediately. I appreciated the opportunity to be of service to the City.

Sincerely,

A handwritten signature in black ink, appearing to read "Walter J. Rainboth". The signature is written in a cursive, flowing style.

Walter J. Rainboth

**Sara Rutkowski**

---

**Subject:** FW: Board of Appeals

**From:** Michael Hopkins <mth@ip-lit.us>  
**Sent:** Thursday, June 8, 2023 1:26 PM  
**To:** Tim Ludolph <TLudolph@cityofberlin.wi.gov>  
**Cc:** Sara Rutkowski <srutkowski@cityofberlin.wi.gov>  
**Subject:** Re: Board of Appeals

Tim:

I was appointed to the Board of Appeals prior to my appointment to the Planning Commission. With my subsequent appointment to the Planning Commission, a conflict of interest arose, barring me from further participation on the Board of Appeals. I discussed this with Sara after my PC appointment, and I thought I had been removed from the B of A. If this has not been made clear, I am hereby resigning from the Board of Appeals due to the conflict of interest with my serving on the Planning Commission.

Thank you.

Mike Hopkins

Attorney Michael T. Hopkins, J.D., LL.M.  
WI SBN: 1014792

485 Hillside Dr.  
Berlin, WI 54923

Cell: 414-313-7747  
email: [mth@ip-lit.us](mailto:mth@ip-lit.us)

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

Name: Nathan Corduan

Address: 125 E Marquette St. Berlin WI 54923

Phone: Day 213-458-2437 Evening

E-mail address: Ncorduan@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 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 checked="" 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)

Yes, I can make it to the meeting at the specific times, pending confirmation when the Community Development Authority determines when to meet.

2. Please indicate why you are interested in serving on any of the above Board, Committee or Commission: I have a strong desire to be more involved in the community that I love and to contribute and serve in any way I can to make a positive impact.

3. What knowledge, experience, or abilities do you have that would make you an effective board member: My passion is bringing people together to achieve shared objectives.

Interacting with individuals from diverse backgrounds and cultures around the world has provided me with valuable perspectives that I believe will be asset.

4. Please provide any additional information for consideration: I am a local husband, father, homeowner, and I work in the city. I would love to opportunity to serve the community and help shape the policies that enhance the experience of every individual.



To: Common Council  
Date: 07-07-2023  
From: City Staff  
RE: ARPA Funds Availability:

<b>Beginning Amount:</b>	<b>\$563,640.00</b>
<b>What has been spent:</b>	<b>\$355,470 (highest estimate)</b>
- Playground equipment	\$95,937
- Security Cameras	\$65,485
- City Hall Roof	\$79,742.82
- ½ Library Roof	\$34,533
- Fire Station Generator	\$17,575.45 + installation costs (up to 25K)
- Mueller Communications	\$9,772.29
- Fire Alarm Panel	\$15,000 (up to)
- Clerk Financial Software	\$30,000 (up to)
<b>Funds Remaining Estimate:</b>	<b>\$208,170</b>

Background:

Council has requested a “wish list” from Departments concerning the remaining ARPA funds. Please see below for a list based on each department. Following is what quotes staff had available. Some items would require a Request for Proposal so staff only have estimates as to cost. Staff will be available to answer any questions you may have on their items.

*NOTE: Senior Center stairs were approved up to \$5,000 but the stairs were completed without needing the requested ARPA funds thanks to the fundraising by Rebecca Bays and the Berlin Senior Center.*

Department of Public Works:

- Snowplow (\$200K)
- Baseball Fields Overhaul
  - o Maintenance to Infield & Outfield
  - o Fencing Replacements
  - o Scoreboard Replacements
- Campground Site Improvements
- Camera Security System at Spring Street Location

Economic Development:

- Comprehensive Plan Update (\$50K)

Library:

- Digitizing Research Items

Police Department:

- City Hall Surveillance Overhaul/Additional Video support for PD

Senior Center:

- Camera Security System

## Midwest Athletic Fields LLC

323 William St P.O. Box 76  
Watertown, WI 53094  
lana@midwestaf.com  
www.midwestaf.com



## Proposal

ADDRESS  
City of Berlin  
Attn: Scott Zabel  
241 Spring St  
Berlin, WI 54923

PROPOSAL 1293  
DATE 03/21/2023  
EXPIRATION DATE 04/21/2023

PROJECT SALES REP  
Riverside Park JJV

ACTIVITY	QTY	RATE	AMOUNT
Softball Field North Field: Infield -Edge all grass edges to remove lip. -Add 5 loads of Quick Pitch Infield Mix. -Laser grade and compact. -Install new base anchors, home plate and pitching rubber. -Install turf in batter's boxes and in front of pitching area. Price: \$13,950	1	0.00	0.00
Softball Field Middle Field: Infield -Edge all grass edges to remove lip. -Add 5 loads of Quick Pitch Infield Mix. -Laser grade and compact. -Install new base anchors, home plate and pitching rubber. -Install turf in Batter's boxes and in front of pitching area. Price: \$13,950	1	0.00	0.00
Softball Field South Field: Infield -Edge all grass edges to remove lip. -Add 2 loads of Quick Pitch Infield Mix. -Laser grade and compact. -Install new base anchors, home plate and pitching rubber. -Install turf in Batter's boxes and in front of pitching area. Price: \$7,950	1	0.00	0.00
Softball Field North Field: Outfield (approx. 53,000sq ft) -Strip all existing grass. -Thoroughly roto-till the area. -Add approximately 200 cu yds of topsoil.	1	0.00	0.00

We authorized  
Midwest Athletic Fields LLC to do the work as specified.

Note: Customer must provide a place on site to dispose of waste material. Hauling off site will incur additional costs.  
Watering of sod is customer's responsibility once project is complete, unless otherwise stated.  
All credit card payments will have a 3% fee added.  
Page 1 of 2

-Laser grade the outfield.  
 -Apply pre-plant starter fertilizer.  
 -Seed with 70/30 Blue/rye athletic blend grass seed.  
 -Apply pellet cover mulch over the seed.  
 Price: \$43,750

Softball Field

1

0.00

0.00

North Field: Outfield

Option to sod instead of seed:

-Add \$45,000

TOTAL

**\$0.00**

Accepted By

Accepted Date

We authorized  
 Midwest Athletic Fields LLC to do the work as specified.

Note: Customer must provide a place on site to dispose of waste material. Hauling off site will incur additional costs.  
 Watering of sod is customer's responsibility once project is complete, unless otherwise stated.  
 All credit card payments will have a 3% fee added.



"Quality Built On Experience"

## PROPOSAL

1955 Stillman Dr.  
Oshkosh, WI, 54901  
920-233-2444  
tim@rammerfence.net

Date 3/21/2023

Proposal #  
2023 -122

S & B #254628

Proposal Submitted To

work to be performed at

Name City of Berlin - Parks Dept  
Address \_\_\_\_\_  
City, State \_\_\_\_\_  
Phone # \_\_\_\_\_

Name Ball Diamonds  
Address 160 W Waushara St.  
City, State Berlin, WI  
Contact Scott Zabel 920-361-5425

We hereby propose to furnish all material and perform all labor necessary to complete the following work:

Diamond 1: - Replace ALL Chain Link Fabric

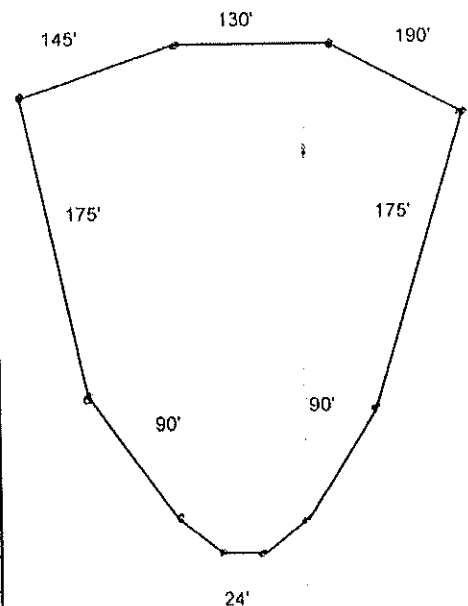
- 815' of 6' high x 9ga.

- 180' of 10' high x 9ga.

- 24' of 10' high x 6ga.

TOTAL = \$15,150

### LAYOUT



All material is guaranteed to be as specified, and the above work to be performed in accordance with the drawings and specifications submitted for the above work and completed in a substantial workmanlike manner for the sum of **TOTAL \$15,150.00**

With payments to be made as follows: **1/2 Down; Balance on Completion**

NOTE: This proposal may be withdrawn by us if not accepted within **30 Days** days

Authorized Signature \_\_\_\_\_

## ACCEPTANCE OF PROPOSAL

You are hereby authorized to furnish all material and labor to complete the work described in the above proposal, for which the undersigned agrees to pay the amount stated in said proposal and according to the terms thereof. any change involving cost of labor or materials will be executed only after submission and acceptance of written change order.

Signature: \_\_\_\_\_

Date of acceptance \_\_\_\_\_



"Quality Built On Experience"

## PROPOSAL

1955 Stillman Dr.  
Oshkosh, WI, 54901  
920-233-2444  
tim@rammerfence.net

Date 3/21/2023

Proposal #  
2023 - 122

S & B #254628

Proposal Submitted To

work to be performed at

Name City of Berlin - Parks Dept  
Address  
City, State  
Phone #

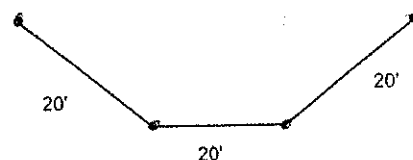
Name Ball Diamonds  
Address 160 W Waushara St.  
City, State Berlin, WI  
Contact Scott Zabel 920-361-5425

We hereby propose to furnish all material and perform all labor necessary to complete the following work:

Diamond 2: Replace 1st Tier of Chain Link Fabric on Backstop

- 60' of 6' high x 6ga

### LAYOUT



All material is guaranteed to be as specified, and the above work to be performed in accordance with the drawings and specifications submitted for the above work and completed in a substantial workmanlike manner for the sum of **TOTAL \$1,050.00**

With payments to be made as follows: **1/2 Down; Balance on Completion**

NOTE: This proposal may be withdrawn by us if not accepted within **30 Days** days

Authorized Signature \_\_\_\_\_

## ACCEPTANCE OF PROPOSAL

You are hereby authorized to furnish all material and labor to complete the work described in the above proposal, for which the undersigned agrees to pay the amount stated in said proposal and according to the terms thereof. any change involving cost of labor or materials will be executed only after submission and acceptance of written change order.

Signature: \_\_\_\_\_

Date of acceptance \_\_\_\_\_





# PROPOSAL

1955 Stillman Dr.  
Oshkosh, WI, 54901  
920-233-2444  
tim@rammerfence.net

Date 3/21/2023

Proposal #  
2023 - 122

S & B #254628

Proposal Submitted To

work to be performed at

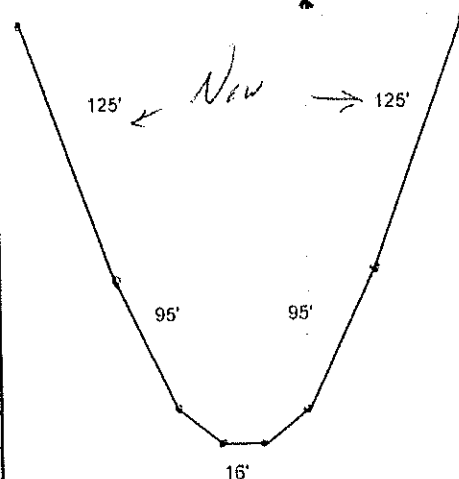
Name City of Berlin - Parks Dept  
Address \_\_\_\_\_  
City, State \_\_\_\_\_  
Phone # \_\_\_\_\_

Name Ball Diamonds  
Address 160 W Waushara St.  
City, State Berlin, WI  
Contact Scott Zabel 920-361-5425

We hereby propose to furnish all material and perform all labor necessary to complete the following work:

- Diamond 3:
- Replace 1st and 2nd Tier of Chain Link Fabric On Center Section of Backstop.
  - 16' of 6' high x 9ga.
  - 16' of 6' high x 6ga.
  - Replace Chain Link Fabric on Baseline Fence and Add Midrail.
  - 190' of 10' high x 9ga.
  - 190' of 1 5/8" Midrail.
  - Replace Side Outfield Fences with ALL New Fence
  - 250' of 6' high commercial grade galvanized chain link fence

## LAYOUT



All material is guaranteed to be as specified, and the above work to be performed in accordance with the drawings and specifications submitted for the above work and completed in a substantial workmanlike manner for the sum of **TOTAL \$13,110.00**

With payments to be made as follows: **1/2 Down; Balance on Completion**

NOTE: This proposal may be withdrawn by us if not accepted within **30 Days** days

Authorized Signature \_\_\_\_\_

## ACCEPTANCE OF PROPOSAL

You are hereby authorized to furnish all material and labor to complete the work described in the above proposal, for which the undersigned agrees to pay the amount stated in said proposal and according to the terms thereof. any change involving cost of labor or materials will be executed only after submission and acceptance of written change order.

Signature: \_\_\_\_\_

Date of acceptance \_\_\_\_\_

# NEVCO

## QUOTATION

Account Name	City of Berlin, WI	Created Date	3/15/2023
Quote Number	00151049	Expiration Date	4/14/2023
Contact Name	Andrew DeWitt	Prepared By	Paul Gregoire
Title	Park Superintendent	Title	Display & Scoring Consultant
Phone	920-229-3069	Phone	(920) 634-4250
Email Address	<a href="mailto:adewitt@cityofberlin.wi.gov">adewitt@cityofberlin.wi.gov</a>	Email Address	<a href="mailto:pgregoire@nevco.com">pgregoire@nevco.com</a>

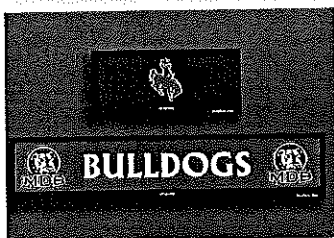
Quantity	Model/Part #	Product Description	Dimensions L x H x W/D	Unit Price	Ext. Price
2.00	1600	Baseball/Softball LED Scoreboard with Amber/Red Digits	16'x5'x8"	USD 5,441.00	USD 10,882.00
1.00	1650	Baseball/Softball LED Scoreboard with Amber/Red Digits	8'x3'x8"	USD 2,731.00	USD 2,731.00
3.00	802-0300 - MPCX2 Baseball/Softball	Wireless Handheld Control	0.3'x0.5'x0.1'	USD 375.00	USD 1,125.00
3.00	MPCX/MPCX2 Case	MPCX/MPCX2 Control Carrying Case (holds 2 controls)	12.4'x8"x4"	USD 35.00	USD 105.00
3.00	MPCX2 Rec - Outdoor x6xx	In-board Wireless Receiver Kit		USD 635.00	USD 1,905.00

Ttl Shipping Wt (lbs)	1,115	Subtotal	USD 16,748.00
County	Green Lake	Total Discount \$	USD -1,674.80
		Freight	USD 822.31
		Total	USD 15,895.51

**Due to supply chain issues resulting from the pandemic, freight pricing and anticipated schedule for delivery along with performance of services are subject to change.**

Customers who purchased items in this quote also purchased the following:

### Stadium Pro Sound Series

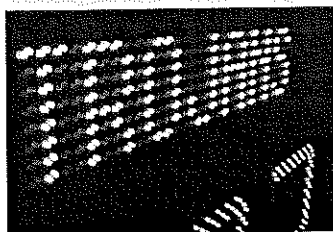


- Stadium Pro 1000 series and Stadium Pro 2000 series available
- Custom designed for the athletic market to provide complete coverage
- Single-point sound source system located at scoreboard
- Speakers and subwoofers will deliver clear, intelligible voice and concert quality music at high decibel levels throughout your facility
- 5 Year Warranty on loudspeakers and custom designed speaker cabinet

# NEVCO

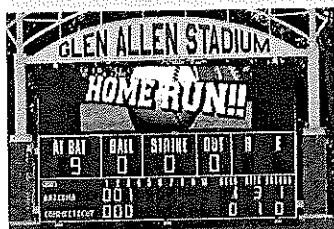
## QUOTATION

### Electronic Team Names (ETN)



- Customize the team names
- Easily changed from game to game
- Program team names using the console control
- Bright, long-lasting, energy-efficient LED
- Perfect for Multi-team Complexes or facilities that host Tournaments
- Available on most models

### Message Centers



- Flexible advertising solution
- Exciting in-game animations
- Display additional stats and player info
- Long-lasting LED technology
- Full color and monochrome (red or amber)
- Many sizes to fit your scoreboard and venue

### Extended Warranty



- Additional protection for 24 months
- Same terms as the included 5-year warranty
- Available for indoor or outdoor scoreboards
- Longest warranty available in industry

### Pitch Counter Display



- Comply with league pitch count rules
- Prevent arm injury or fatigue
- Hand-held Wireless operation
- Connects with Nevco scoreboard controls
- Mounts next to new or existing scoreboard
- Multiple sizes and colors available

### Pitch Timer Display

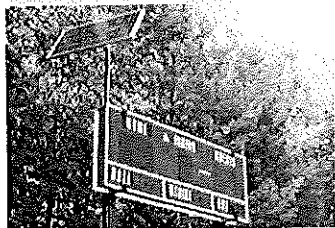


- Wireless operation
- Set any time up to 199 seconds
- Includes horn
- Track time in between pitches or innings
- Comply with NCAA regulations
- Reduce overall game time

# NEVCO

## QUOTATION

### Solar Power Kit



- Reduce installation costs
- Install "off-grid" scoreboards and accessories
- No wires, No electric bills.
- Built-in battery charge meter
- Designed for all weather conditions
- No Trenching. No boring. No overhead lines.
- Complies with NEC standards Section 690

### Billing/Shipping Information

Bill To Name

City of Berlin, WI

Ship To Name

City of Berlin, WI

Bill To

Berlin, WI

USA

### Quote Terms and Conditions

The above pricing is for equipment only and does not include installation (unless specified) or taxes (if applicable). Unless shown specifically in the quote, shipping is an additional cost and is not included. Due to the custom nature of our products, our preferred payment terms are 50% down and remaining balance net 30. Additional payment terms available upon credit review. Shipping terms are F.O.B. Greenville, IL USA.

All Scoreboards and Message Centers are UL Listed and most come with our free 5-year guarantee (Exception: Special promotion/packages may have shorter warranty and are noted in product descriptions). Portable Production Kits carry a 3-year guarantee. Wireless components and Solar Power Kit carry a 2-year guarantee. Hand-held controls, switches and printed scrims carry a 1-year guarantee. Performance and Payment Bonds, if required, will include a one-year warranty after substantial completion.

STATE TAX EXEMPT FORM MUST BE SUBMITTED WITH ORDER OR TAXES WILL BE INVOICED.

Scoreboards are available in 15 standard colors at no extra charge. Please contact your consultant for production/shipping lead times.

Purchase Order  
Address

Nevco Sports, LLC  
301 East Harris Ave  
Greenville, IL 62246-2151

Remit To Address

Nevco Sports, LLC  
P.O. Box 74758  
Chicago, IL 60694-4758  
800.851.4040 / 618.664.0360

### Quote Acceptance

Signature \_\_\_\_\_

Title \_\_\_\_\_

Name \_\_\_\_\_

Date \_\_\_\_\_



## MEMO

TO: Common Council  
FROM: Timothy Ludolph, Planning & Development Director  
RE: Comprehensive Plan Update  
DATE: April, 11<sup>th</sup> 2023

### **Background:**

Over the last year, the Berlin Plan Commission has discussed the necessity of a Comprehensive Plan Update with motions requesting funding be set aside. This has led to discussions about what role the Commission could play in contributing to said update and assisting staff with the knowledge the rationale why the previous plans were drafted with policies and language that guided the growth and development of the City of Berlin.

Through the recent work with Vierbicher, the City had approved the Housing and Economic Development Plan. This document would serve as the basis for the Housing Chapter and Economic Development Chapter as well as Appendix/Outreach material on those topics. The Open Space and Recreation Plan was also approved in 2020; making that information relevant to part of the chapter on Utilities and Community Facilities partially drafted. Other Chapters to be done include the –“Executive Summary and Introduction”, –“Issues, Opportunities, and Community Profile”, –“Transportation”, –“Agriculture Natural Resources and Cultural Resources”, –“Land Use”, –“Intergovernmental Cooperation”, and “Implementation.”

The Comprehensive Plan process requires consistency with all other policy documents, an update no more than every ten years, and defined public involvement- at every stage of the planning process with required notice and accommodations.

### **Discussion:**

Staff has discussed with East Central Wisconsin Regional Planning Commission (ECWRPC) concerning recommendations about the Comprehensive Plan Update. ECWRPC suggested they would require Berlin to become a regular due paying community or pay roughly \$50,000.00 to utilize their services to update the comprehensive plan given the background. This could not take place before 2025 because ECWRPC already has scheduled programming through the end of 2024. ECWRPC had also mentioned they could assist with the Intergovernmental Cooperation chapter, depending on who may assist with the update. Several Firms were recommended for their merits in Comprehensive Planning in the region.

Staff has reached out to the recommended firms as well as the one who drafted the Green Lake County Comprehensive Plan Update and the City of Berlin’s original 2003 plan.

**Recommendation:** Discussion and Action as appropriate. Staff recommends Council to be aware the consistency of the Comprehensive Plan and Official Maps with the Codified Ordinances and State Codes will facilitate the growth and development of new tax base.



To: Council

The Berlin Public Library would like to request financial assistance from the ARPA funds to fund a Berlin history preservation project to make local history more accessible and useful.

This digitization project was kicked off a few months ago by adding some of the Berlin High School yearbooks, with permission of the Berlin High School, to the new Berlin Digital Collection. The Berlin Historical Society had the yearbooks digitized some years back, which allowed for easy transfer of these files to start our digital collection. So far, the 1950 to 1990 yearbooks are available online as searchable files. More yearbooks, 1990 to 2013, will be added soon. All costs for digitizing the yearbooks, which was minimal, have been covered by the Winnefox Library System and the Berlin Library.

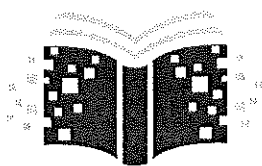
The next phase we are exploring is digitizing Berlin Newspapers. This will be more costly, as none of the files have been digitized and there are many, many more files in the newspapers, than in the yearbooks. The project will have to be outsourced to a company that will scan the newspapers and convert the information to a searchable format.

Winnefox Library System (WLS), of which Berlin Library is part of, is assisting their member libraries in their digitizing projects by offering staff guidance and assistance, and providing storage on their server. WLS is providing some financial assistance (up to \$3500) for software needed for the project, which are available to libraries until the funds run out. They are also covering the cost of the server that will store the files, along with maintenance of the server.

Currently, newspapers are only available in the library through microfilm and a small collection of physical newspapers. Although some obituaries and events are cataloged, there are many things that are not. Also, the card files that we currently use are not always accurate, making research difficult and very time consuming. Genealogy and local history searches are impossible if detailed information is lacking. With searchable files, all newspapers will be easily searched within a short time. This is a huge benefit to digital files.

This project is not entirely for the library, but rather for the entire Berlin community and beyond. The new Digital Collection of Berlin History will be used by *anyone* wanting to explore and research information that was in our local newspapers.

Thank you for your consideration,  
Chris Kalupa  
Berlin Library Director



# NORTHERN DIGITAL PRESERVATION SPECIALISTS

Response to request for quote:

## Berlin Public Library

for Newspaper Digitization project from film

### Project Summary

Digitize 287 rolls of 35 mm filmed newspapers to ResCarta Text Searchable Archive Objects. For demonstration purposes, I used an average of 600 images per roll of film. Invoicing will be based on the number of images produced, not the estimated count. Rates and Discounts are firm through 5/31/2023.

Proposed Services	List Price	Discount	Rate	Quantity	Extended Cost
35 mm Film Grayscale Scanning to: 300 optical dpi @ original Publication Size Uncompressed TIFF	\$0.188	25%	\$0.141	172,200	\$24,280.20
Metadata Spreadsheet Provided by Client	\$0.000	0%	\$0.000	1	\$0.00
Auto Crop & Auto Deskew with review, Rotate to Right Reading, and Collect Structural Metadata: Issue Starts, volume , issue, edition, as printed date, and convert to ResCarta Text Searchable format	\$0.120	30%	\$0.084	172,200	\$14,464.80
Optical Character Recognition for Text Searchability	\$0.125	65%	\$0.044	172,200	\$7,533.75
4TB Toshiba Hard Drive for return of archival dataset	\$145.000	0%	\$145.000	1	\$145.00
Data Loading: copy and verify archival storage of dataset for 6 months on two redundant servers, copy and verify dataset on Hard Drive, and Back up original production data for 60 days warranty period	\$50.000	0%	\$50.000	1	\$50.00
Tax - Non-profit documentation on file	\$0.000	0%	\$0.000	1	\$0.00
60 Day Warranty for any imperfections caused by NDPS	\$0.000	0%	\$0.000	1	\$0.00
Return Shipping and handling (at cost) TBT	\$0.000	0%	\$0.000	1	\$0.00
<b>Total Estimate: (300dpi Resolution at original published size) (Return shipping at actual cost—to be determined)</b>					<b>\$46,473.75</b>
<b>Alternately, scan to ~11x17" grayscale at 300dpi as stated in request as print size, would bring down the cost (not recommended for true quality archive; does not meet current industry standards) Total Alternate Cost Estimate: (plus return shipping)</b>	<b>0.11</b>	<b>25%</b>	<b>0.0825</b>	<b>172200</b>	<b>\$36,400.05</b>



## FILM DOCUMENT CONVERSION PROPOSAL

### Statement of Work

<b>Proposal/Job #</b>	202314469	
<b>Date</b>	Wednesday, April 5, 2023	
<b>Sales Person</b>	Meghan O'Brien	
	<b>Shipping</b>	<b>Billing</b>
<b>Client</b>	Berlin Public Library	
<b>Address</b>	121 West Park Ave. Berlin WI 54923	
<b>Contact Name</b>	Chris Kalupa	
<b>Title</b>	Library Director	
<b>Phone</b>	920-361-5420	
<b>Email</b>	Kalupa@berlinlibrary.org	
<b>Shipping Acct. # / PO#</b>		
<b>1. Period of Performance</b>	Approximately 90 days from receipt of material and sign-off on sample	
<b>2. Security</b>	All materials will be treated as confidential whether marked so or not	

#### PRICING LINE ITEMS

Task Description	Unit Type	QTY	Unit Price	Total
Manifest Creation (if not provided)	Hours	0	\$ 60.00	\$ 0.00
35mm digitization; 300dpi grayscale multipage searchable PDF per issue named by the date of publication and RESCARTA format	Images	287000	\$ 0.14	\$40,180.00
Includes return shipping and hard drive		0	\$ 0.00	\$ 0.00
		0	\$ 0.00	\$ 0.00
		0	\$ 0.00	\$ 0.00
		0	\$ 0.00	\$ 0.00
		0	\$ 0.00	\$ 0.00
<b>Total</b>				<b>\$40,180.00</b>

☐ Not to Exceed Amount:

**Deliverables**

- Deliverable 1: 300dpi grayscale multipage searchable PDF per issue named by date of publication
- Deliverable 2: Images converted to RESCARTA format
- Project includes return shipping and hard drive for delivery
- Deliver small sign off sample (In PDF format) via BOX before beginning project
- Return microfilm to client upon project approval

**Client Supplied**

- 287 rolls of 35mm microfilm containing newspapers.
- Client to provide a manifest in excel listing all roll numbers for tracking and chain of custody
- Roll Detail:
  - Roll film names are included on the manifest - roll number
  - Customer requested reduction ratio (if different than default)
- On arrival, Crowley will place temporary removeable labels on customer boxes for security and production tracking. Labels will be removed prior to shipment back to the customer.

**Prep & Reconstruction**

- Crowley will perform Inventory of material at time of arrival against customer manifest.

**Scanning & Quantum Processing**

- Scan microfilm at 300dpi grayscale with output to multipage searchable PDF per issue named by date of publication as well as RESCARTA format
- If a reduction ratio is present on the targets or requested by customer, that reduction ratio will be used. In cases where reduction ratios are not specified a "standard" reduction will be used for all scanning.
  - Standard reduction ratio for 35mm = 16x
- Images will be rotated once for right reading according to the majority of the images on the roll. If the roll contains mixed rotations, not all images but most images will be right reading.
- The best quality selection will be used for each roll. The entire roll will be scanned with one setting.
- Quality of the images are only as good as the originals.
- All images will be delivered including any blank pages, targets, reshoots and other potential erroneous frames.
- Any changes to the requirements by the customer after production has started will require rework at a rate of \$60.00 per hour.
- Crowley will make every effort to ensure the quality of all deliverables according to project requirements. If any deliverables do not meet project requirements, Crowley will make necessary corrections at no cost to the customer.

**Indexing & Metadata**

- YYYYMMDD of publication

**Delivery Media or Method**

- The Crowley Company will deliver the data on external hard drive included in the per image pricing.
- The client is responsible for delivery of customer material to The Crowley Company. Return shipping is covered in the per image pricing.

**Retention of Material**

- Materials must stay at The Crowley Company through completion of our QA process as it may be required for corrections.

- The Crowley Company will maintain a backup copy of the delivered product for a period of no longer than 30 days free of charge. These 30 days are intended to allow the client time to review the delivery and notify us of any issues requiring re-work. If the client requests the Crowley Company to store a backup copy of delivered material longer than 30 days, we can do so at a cost of \$50 per month per terabyte; minimum of \$50 per month if less than one TB.

#### **Standard Proposal Conditions**

1. A purchase order (PO) or signed proposal and deposit (when required) must be received prior to the commencement of work.
2. Quoted prices remain in effect for a 30-day period from the date of the proposal.
3. Invoicing will occur with each deliverable or milestone.
4. Document conversion pricing contained in this proposal is based upon volume estimates supplied by the client. If actual volume is more than 10% lower than the supplied estimates, the price per unit may be subject to increase.
5. Samples provided by the client for the purpose of preparing the related proposal must be representative of the document structures for the complete data set. Should The Crowley Company encounter hard copy or electronic material that is significantly different than the samples provided or described, The Crowley Company reserves the right to terminate the contract or re-negotiate the pricing structure.
6. The client must provide a signed release for any and all copyright material that is provided to The Crowley Company to be scanned or converted electronically.
7. The client and The Crowley Company will agree to a start date and schedule of production upon contract award. In the event of client deviations from the schedule, The Crowley Company will be notified at least 5 (five) days prior to the change. New setup charges may apply.
8. The client shall, upon the receipt of contract deliverables, have 10 (ten) working days to provide The Crowley Company, in writing, a list of any changes that are required to the material in order to meet the proposed Statement of Work.
9. Prior to, and during the implementation process, the client will make available a Subject Matter Expert (SME) who processes adequate decision-making authority for consultation on all structural issues that may arise. To avoid delivery delays, the SME will respond within 2 (two) business days to any questions raised by The Crowley Company.
10. On all conversion projects over 1000 pages, a sample of the material will be converted to validate the conversion process and the automated filters. This sample deliverable will be reviewed by the client and must be signed off before full production may proceed. Delays in approval will impact upon the delivery schedule.
11. Any client-approved purchases from third parties will be charged to the client at cost plus 15%.
12. The client will ensure that any electronic material provided to The Crowley Company will be scanned for viruses. The client assumes responsibility for delays in delivery resulting from client-introduced viruses.
13. To the extent that there is any inconsistency between the Standard Conditions, the Statement of Work and a Contract, PO or Proposal, then the Statement of Work and these Standard Conditions shall govern.
14. If any provision of these conditions is held to be unenforceable, the parties shall substitute for the affected provision an enforceable provision that approximates the intent and economic impact of the effected provision. The failure or delay of The Crowley Company to enforce any of these conditions shall not be construed as a waiver of the same.
15. This agreement shall be governed by, subject to and interpreted in all respects in accordance with the laws of the United States of America and the State of Maryland. In the event of a dispute, both parties agree to mediation before litigation. In the event of litigation initiated by



either party, the unsuccessful litigant shall be responsible for all legal or other fees associated with such litigation.

**Rights and Restrictions**

This document contains confidential information of The Crowley Company, which is provided for the sole purpose of permitting the recipient to evaluate the proposal submitted herewith. In consideration of receipt of this document, the recipient agrees to maintain such information in confidence and not reproduce or otherwise disclose this information to any person outside the group directly responsible for evaluation of its contents. There is no obligation to maintain the confidentiality of any information which was known to the recipient prior to receipt of such information from The Crowley Company, or become publicly known through no fault of recipient, or is received without obligation of confidentiality to The Crowley Company. All conditions in this proposal are valid for a period not to exceed (thirty) 30-days unless extended in writing.

This proposal has been prepared in accordance with accepted techniques for content conversion and The Crowley Company's understanding of the client's requirements based on the information provided to us. All values, charts, designs, and related information contained in this proposal reflect The Crowley Company's best estimates based on this information. However, actual operating environment (including, among other aspects, speeds, configuration, personnel, and costs) may vary from the information furnished due to variation in volume, environment, personnel, and other factors and, therefore, The Crowley Company, cannot warrant the accuracy of such estimates without actual detail analysis of the application requirements.

**Name:**

**Signature:**

**Date:**

DATE: April 4<sup>th</sup>, 2023  
TO: Common Council  
FROM: Rebecca Bays  
RE: Cameras for Senior Center

**Background:**

As instructed by Committee of the Whole, I did some more research on cameras that could be a cheaper option. The two systems that I looked into were Martin Security System and Ring.

The Senior Center has had its fair share of incidents that have cost the Center and the City money. The most expensive happened back when Karen was the Director. Two groups rented the Center over the weekend and one of the groups broke the dishwasher. Each group blamed the other so they were unable to determine who broke it which also meant they were unable to determine who should cover the cost of repairs. The cost of the project was over \$1,000.00 which was then covered out of the budget. There was a similar incident with a Kitchen Aid Mixer and the repairs for that cost approximately \$700.00.

Rentals have also stolen property from the kitchen as well as from the main areas of the Center. Together, the cost of replacing these items over the years has been almost \$1,000.00. These are the costs that we are aware of. People have also hit the front retaining wall as well as the back retaining wall, both of which are damaged, but still stable. Additionally, cost was incurred when the break in happened many years ago which I am not sure of the full amount to fix the damage was. Just in these two paragraphs, the monetary value has exceeded well over \$3,000.00.

I know that Council recognizes the need for cameras at the Senior Center. I present these numbers to you because they are reactive numbers. Costs we can never get back. I understand that the Ring Camera System is cheaper initially, but I do not believe it will be cheaper in the long run. The quality of the cameras are not as high as the cameras from Martin Security which means it will be harder to see who is doing what. Additionally, the Ring cameras only pick up when there is motion. How many times do your home cameras only sense the delivery driver as they are walking away and not when they first arrived or didn't go off at all? It happened frequently when we had Ring at our old house.

If we go with Ring, we will not be able to capture the full story of what occurred or at the very least, it would be a risk that we would constantly have to take. If we cannot see the full story, then we will not be able to speak to or charge the proper people in order to pay for damage that has happened. Then the cost falls to the budget lines, again. Martin Security is always capturing images. It does not run just on motion sensory. It would allow us to see the full picture and proceed accordingly. The examples listed above are monetary and can be replaced, but the Senior Center has so much more that is priceless.

People fall, especially seniors. There have been at least 5 people that have fallen since I have started, and one of them has been multiple times. Thankfully no serious injuries have occurred but unfortunately, the time is coming that a major accident will occur. When that happens, I would want a security system that is clear and accurate to help in any lawsuit. I have

faith that Martin Security would provide the best picture to help support the City against a lawsuit. I do not have faith the Ring would be able to do that for us, which would cost more money to settle or go to court.

Any video that would need to be shared is not secure with Ring. It is listed on the website that a video can be shared, even if it is private. Even if it is deleted, the video will still be shared and an unshared video does not truly go away. The URL is still active. On the other hand, Martin Security shares videos through secure email links. I can control who sees the link, how many times I allow a link to be opened, and if the recipient of the link can share it or not.

The overall cost of a camera system is not going to be as high as expected. After some additional conversations with the contractor for the stairs and with Scott, it has been determined to have Scott and the DPW do the stairs. The \$5,000.00 that was given to support the project of the stairs can be transferred to offset the cost of the cameras. Martin Security Systems total project cost is \$6,954.66. With the \$5,000.00 applied, the difference would be \$1,954.66. This price includes installation, hardwiring, and all the equipment. Additionally, all the parts are also in stock. Martin Security is local out of Green Bay which would make it easier for any technical or additional support we may need.

The minimum total cost of the Ring System is \$2,064.90. I say minimum because I do not know if the cameras I have researched are going to be enough. I might need more. Additionally, the internet in the building is spotty and weak. It does not work well in the dining room and outside, if at all. An extender would need to be purchased in order to support the system. It would also need to be installed by staff. The company is not local, they are in California. Any support we would need would be hands off. We would also need to purchase a protection plan that costs an additional \$20.00 a month.

I ask Council to consider the big picture when making the decision. Yes, Ring is cheaper and works well for homes, but not the Senior Center. The Center is a government building and deserves to be treated in a professional manner to protect it and the members that love it like a home. I feel like purchasing the Ring System is a waste of money. I would purchase Martin Security System.

**Recommendation:** Approve the request of \$1,954.66 from APRA funds to install Martin Security System cameras at the Senior Center.



**HUNTER**  
SECURITY & SURVEILLANCE SYSTEMS LLC

Hunter Security & Surveillance Systems  
W7537 Molly Marie Court  
Greenville, WI 54942  
E-mail: [Matthunter@huntersurveillance.com](mailto:Matthunter@huntersurveillance.com)  
Web: [Huntersurveillance.com](http://Huntersurveillance.com)  
Facebook: [Facebook.com/HunterSurveillance](https://www.facebook.com/HunterSurveillance)

## Proposal

Date	Estimate #
11/9/2022	14708

### Name / Address

CITY OF BERLIN  
108 N. Capron St.  
Berlin, WI 54923

Terms	PROJECT
Net 30	SENIOR CENTER

Description	Qty	Rate	Total
**** SENIOR CENTER ****			
-- HEAD-END EQUIPMENT --			
4 SPACE HINGED PANEL WALL MOUNT, ADJUSTABLE DEPTH, 9-15" DEEP	1	128.74	128.74
24 PORT CAT6 HIPER LINK PATCH PANEL	1	131.88	131.88
8 PORT GIG POE+/ 2(GIG-SFP), 130 WATTS	1	371.24	371.24
1-FT CAT6 PATCH CABLE WHITE	7	1.99857	13.99
PATCH CORD, CAT 6, MOLDED BOOT, 3' WHITE	1	2.84	2.84
UPS 750VA 5-BAT/5-SURGE LCD,	1	145.32	145.32
1 SPACE UNIT SHELF	1	37.49	37.49
XPROTECT EXPERT CHANNEL LICENSE	7	246.75	1,727.25
SLC: M01-C02-223-01-6C429D			
5 YEAR CARE PLUS FOR XPROTECT EXPERT DEVICE	7	148.75	1,041.25
SLC: M01-C02-223-01-6C429D			
-- CAMERA EQUIPMENT --			
M3058-PLVE 12MP 360 /180 FIXED DOME, DAY / NIGHT WITH IR (CAMERA 1)	1	774.99	774.99
M2035-LE Bullet Camera, HDTV 1080p, Analytics with deep learning (CAMERA 2, 3)	2	346.24	692.48
M3068-P Network camera, 12 MP mini dome with 360° panoramic view (CAMERA 4, 6)	2	611.24	1,222.48
M3085-V Dome Camera, Fixed 2-MP mini dome with deep learning (CAMERA 5, 7)	2	273.74	547.48
64GB MICRO SD / XC CLASS 10 CARD	7	36.23714	253.66
CAT 6 CABLE WHITE 1000' REAL IN BOX	2	233.415	466.83
CAT5 CONNECTOR FOR NETWORKS	7	2.01	14.07
MISCELLANEOUS ITEMS (WIRE MILD, BRIDAL RINGS, BOXES AND COVERS)	1	53.23	53.23
TRAVEL TIME TO AND FROM EACH OF THE CUSTOMERS LOCATION.	3	65.00	195.00
COST TO PULL WIRE IN A COMMERCIAL SIZE BUILDING	8	95.00	760.00
INSTALLATION AND PROGRAMMING COST FOR COMMERCIAL JOBS	14	95.00	1,330.00
TRAINING COST FOR COMMERCIAL JOBS	1	95.00	95.00
cost to drive to and from job site	180	0.45	81.00

I look forward to working with you.

Subtotal

Sales Tax (0.0%)

Total

*Keeping You Safe and Secure*

N1811 Reimer Drive Greenville, WI 54942 P:(920) 202-3607 C:(608)469-6463 Email: [matthunter@huntersurveillance.com](mailto:matthunter@huntersurveillance.com)





**HUNTER**  
SECURITY & SURVEILLANCE SYSTEMS LLC

## Hunter Security & Surveillance Systems

W7537 Molly Marie Court  
Greenville, WI 54942

E-mail: [Matthunter@huntersurveillance.com](mailto:Matthunter@huntersurveillance.com)  
Web: [Huntersurveillance.com](http://Huntersurveillance.com)  
Facebook: [Facebook.com/HunterSurveillance](https://www.facebook.com/HunterSurveillance)

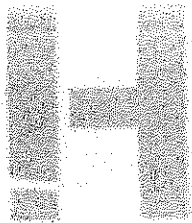
## Proposal

Date	Estimate #
11/9/2022	14708

### Name / Address

CITY OF BERLIN  
108 N. Capron St.  
Berlin, WI 54923

Terms	PROJECT
Net 30	SENIOR CENTER

Description	Qty	Rate	Total
<p>NOTE:</p> <ul style="list-style-type: none"><li>- 120VAC REQUIRED AT ALL HEAD END LOCATIONS.</li><li>- INTERNET REQUIRED AT MAIN OFFICE FOR OFFSITE VIEWING</li><li>- ALL CABLES TO BE INSTALLED IN BRIDAL RING RACEWAY.</li><li>- PROPOSAL GOOD FOR 30 DAYS.</li></ul> <div><p><b>HUNTER</b> SECURITY &amp; SURVEILLANCE SYSTEMS LLC</p></div>			

I look forward to working with you.

Subtotal	\$10,086.22
Sales Tax (0.0%)	\$0.00
<b>Total</b>	<b>\$10,086.22</b>

*Keeping You Safe and Secure*

N1811 Reimer Drive Greenville, WI 54942 P:(920) 202-3607 C:(608)469-6463 Email: [matthunter@huntersurveillance.com](mailto:matthunter@huntersurveillance.com)



## Martin Systems, Inc.

2744 Manitowoc Road.  
Green Bay, WI 54311  
Sales@MartinSI.com  
800-640-3130

## QUOTE

Date	Quote #
04/03/23	MSIQ45850

**Quote To:** Berlin Senior Center  
142 Water Street  
Berlin, WI 54923

**Site:** Berlin Senior Center  
142 Water Street  
Berlin, WI 54923

**Customer:** Rebecca Bays

**Contact:** Rebecca Bays

**Phone:** (920) 361-5422  
**Mobile:**

**Email:** rbays@cityofberlin.wi.gov  
**Phone:** (920) 361-5422  
**Mobile:**

### Cloud-Managed Surveillance System:

- Install Cloud-Managed Video Server with 4TB hard drive.
- Mount & program (4) interior cameras per client walkthrough.
- Mount & program (2) exterior cameras per client walkthrough. Provide 8MP & 4MP West Entrance camera option.
- Enable Central Station Health Monitoring.
- Enable OWS Cloud Services for remote viewing.

### Additional Notes:

- Reliable internet connection required for remote viewing.

Quantity	Description	Unit Price	Amount
	<b>HD Surveillance System</b>		
	<b>Headend Equipment: Video Server, Server Rack, Health Monitoring</b>		
1	NVR Appliance, w/ Linux OS, 4TB (Software Licenses Sold Separately), NDAA Compliant	\$1,264.46	\$1,264.46
1	2U Vertical Wall Mount Rack	\$195.00	\$195.00
	First Year of Central Station Health Monitoring	\$9.95	\$119.40
	<b>SubTotal</b>		<b>\$1,578.86</b>
	<b>Friend's Room Camera</b>		
1	4MP Turret Camera, 3mm Fixed, WDR, Wisenet, IP66	\$225.00	\$225.00
1	1 Channel, Martin Elite Yearly OWS 24/7 Subscription License	\$36.00	\$36.00
	Wire & Supply - IP Camera System	\$67.80	\$67.80
	Cable Installation Labor	\$225.00	\$225.00
	Camera Installation & Programming	\$125.00	\$125.00
	<b>SubTotal</b>		<b>\$678.80</b>
	<b>Gathering Room Camera</b>		
1	12MP Indoor Mini Dome Camera, 360° Panoramic, 1.65mm, 185° H/ 185° V, WDR, Zipstream	\$719.00	\$719.00
1	Flexible Mount for Drop-Ceiling Tile Grids	\$89.00	\$89.00
1	1 Channel, Martin Elite Yearly OWS 24/7 Subscription License	\$36.00	\$36.00
	Wire & Supply - IP Camera System	\$67.80	\$67.80

Quantity	Description	Unit Price	Amount
	Cable Installation Labor	\$225.00	\$225.00
	Camera Installation & Programming	\$125.00	\$125.00
	SubTotal		\$1,261.80
<b>Kitchen Camera</b>			
1	4MP Turret Camera, 3mm Fixed, WDR, Wisenet, IP66	\$225.00	\$225.00
1	1 Channel, Martin Elite Yearly OWS 24/7 Subscription License	\$36.00	\$36.00
	Wire & Supply - IP Camera System	\$67.80	\$67.80
	Cable Installation Labor	\$225.00	\$225.00
	Camera Installation & Programming	\$125.00	\$125.00
	SubTotal		\$678.80
<b>Dining Room Camera</b>			
1	2MP WDR Low Profile 180° Panoramic IP Camera, 1.6mm Fixed Lens	\$445.00	\$445.00
1	1 Channel, Martin Elite Yearly OWS 24/7 Subscription License	\$36.00	\$36.00
	Wire & Supply - IP Camera System	\$67.80	\$67.80
	Cable Installation Labor	\$225.00	\$225.00
	Camera Installation & Programming	\$125.00	\$125.00
	SubTotal		\$898.80
<b>West Entrance / Parking Lot Camera</b>			
1	8MP Outdoor Turret Camera, 2.8-12mm, True WDR, 131ft IR, IP67, NDAA Compliant (Optional - SELECTED)	\$609.00	\$609.00
1	4MP Turret Camera, 2.7-13.5mm, True WDR, 131ft IR, IP67, NDAA Compliant (Optional)	\$345.00	\$345.00
1	Outdoor Junction Box	\$34.00	\$34.00
	Wire & Supply - IP Camera System	\$67.80	\$67.80
	Cable Installation Labor	\$225.00	\$225.00
	Camera Installation & Programming	\$125.00	\$125.00
	SubTotal		\$1,060.80
<b>South Entrance</b>			
1	4MP Turret Camera, 2.7-13.5mm, True WDR, 131ft IR, IP67, NDAA Compliant	\$345.00	\$345.00
1	Outdoor Junction Box	\$34.00	\$34.00
	Wire & Supply - IP Camera System	\$67.80	\$67.80
	Cable Installation Labor	\$225.00	\$225.00
	Camera Installation & Programming	\$125.00	\$125.00
	SubTotal		\$796.80

Quantity	Description	Unit Price	Amount
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		SubTotal	\$6,954.66
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Thank You Stuart Brehm

		Investment	\$6,954.66
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*Please return signed copy of attached sales agreement with 50% down payment.  
Quote valid for 15 days. Applicable taxes, permits, license fees not included.*

## Indoor Cameras

### Tech Specs-Stick Up Cam Battery

#### Features

##### Video

1080p HD, Live View, Color Night Vision

##### Motion Detection

Advanced Motion Detection with Customizable Motion Zones

##### Field of View

130°diagonal, 110° horizontal, 57° vertical

##### Audio

Two-way audio with noise cancellation

#### Power and Connectivity

##### Power

Quick Release Battery Pack, Optional Solar Panel (sold separately)

##### Connectivity

802.11 b/g/n wifi connection @ 2.4GHz

### Tech Specs-Pan Tilt Mount

#### Features

##### Field of view

130° diagonal

##### Motion Range

Pan mechanical range: 340° (360° pan coverage), Tilt mechanical range: 60° (117° tilt coverage)

#### Power and Connectivity

##### Power

Power Adapter Barrel Plug (included separately in this bundle)

### FAQ

Does Stick Up Cam with Pan-Tilt automatically track and follow detected motion?

No. You can adjust your camera's field of view by panning and tilting your camera using the Ring App.

Can I schedule Stick Up Cam with Pan-Tilt to automatically pan and tilt?

No. You can pan and tilt the camera when monitoring your home in real time from the Ring App.

### Cost and Quantity

One camera is \$139.99

Need 6 cameras total

Cost=\$839.94



### Tech Specs-Flood Light Cam Wired Pro (3x)

#### Features

##### Video

1080p HD, HDR, Live View, Color Night Vision

##### Motion Detection

3D Motion Detection with Bird's Eye View; 270 degree, 30-foot Customizable Motion Zones

##### Field of View

140° horizontal, 80° vertical

##### Siren

Remote-activated 110db siren (level measured at 4 inch/10cm distance)

##### Audio

Two-Way Talk with Audio+ and advanced noise cancellation

##### Lights

Two 3000° Kelvin with 2000 Lumen floodlights

##### Camera Lens

Adjustable mount with 140° field of view

##### Works with Alexa

Illuminates and sends announcements to Echo devices whenever motion is detected, and lets you see, hear and speak to people on camera with select Echo and Fire TV devices.

#### Power and Connectivity

##### Power

Hardwired (100-240V)

##### Connectivity

802.11 b/g/n/ac Wi-Fi connection @2.4GHz and 5.0GHz

#### Installation

##### Operating Conditions

-5°F to 118°F (-20.5°C to 48°C), Weather resistant

##### Floodlight Fixture

Integrated and Adjustable Floodlight. Product can be mounted on a Wall or Ceiling.

#### General

##### Warranty

One year on parts, theft protection

### Cost and Quantity

One unit is usually \$1,009.96 but on sale for \$959.97

One unit needed

One adapter is \$24.99

Total Cost= \$1,034.95/\$984.96

### Total Equipment Cost

$\$839.94 + \$1034.95 = \$1,874.89$

$839.94 + 984.96 = \$1,824.90$

Does not include subscription package

*\$120-240*

**TID Housing Extension Program**  
**FIRST DRAFT**  
**07/11/2023**

**PROGRAM DESCRIPTION:**

The City of Berlin's TID Affordable Housing Loan Program is a housing stock renewal loan program that is intended to improve the quality, functionality, affordability and attractiveness of homes in Berlin. The program was created by the City of Berlin's Common Council and will be administered by the City of Berlin. Most of Berlin's housing stock was constructed many years prior and although most of the homes have been well maintained, many of them no longer meet the needs of today's households, particularly young families with children. We have heard from many families interested in buying a house in Berlin that the cost of bringing a home up to modern standards, when added to the initial purchase price, makes a Berlin home purchase unaffordable compared to purchasing a newer home.

Funds from the program will be available in the form of a loan with 2% interest over the life of the loan. Loans will be funded using TID funds from a closing TID district in the city. The primary goals of the program includes rejuvenating existing and aging housing stock to make it more attractive to buyers, especially young families, and well as working to close the income gap through a program making repairing a property in the Berlin community more accessible to all. Important byproducts resulting from home improvements made through this program include the sustaining of a school-age population of children, improving the energy efficiency of the city's housing stock, stabilizing the city's tax base, and building and enhancing community capacity and aesthetics.

**ELIGIBILITY REQUIREMENTS:**

Eligible applicants include those purchasing a home for the first time or residing in a home within the City of Berlin looking to make substantial system or structural improvements to the home to enhance its safety, functionality, or efficiency, and bring it to modern standards. Homes must be occupied by the funding applicant as the owner for a period of two (2) years after the purchase or the time improvements are made to be eligible for funding. Applicants must also not qualify for any other low-to-moderate income-based home repair loan program, such as the CDBG program administered by Juneau County.

**ELIGIBLE USES:**

Home System Upgrades: Funds may be used to make upgrades to home systems including electrical, plumbing, mechanical, or other systems or functionally outdated features, to bring them into compliance with current standards and codes, or to modernize them to current quality, efficiency, and performance levels. Replacement or maintenance of home components that are expected to be replaced periodically such as roofing, water heaters, and fixtures will not be funded.

Energy Efficiency: Funds may be used for window replacement and insulation improvements and other measures that will increase the heating and cooling efficiency and overall performance of the home. Furnaces replacement is not an eligible use of program funds.

Renewable Energy Technology Installation: Funds may be used for the purchase and installation of renewable energy technologies for the residence, such as roof-mounted solar panels.

Environmental Remediation: Funds may be used to remove asbestos siding, remediate lead-based paint or remediate other environmental issues of the home. Soil remediation or other activities not part of the house are not eligible uses of program funds.

Repayment of any loan application fees incurred as part of this program is an eligible use of loan funds received. All decisions regarding loan fund disbursements, loan eligibility, and the uses of loan funds will be made by the City of Berlin Common Council.

Please note that funds may only be used for improvements made on the primary housing structure, and not any auxiliary structures on a lot. Work on garages where the primary use is parking cars used by the resident household is an eligible use of loan funds; however, higher priority will be given to attached garages.

#### LOAN TERMS:

Loans will consist of 2% interest over the life of the loan, and act as a deferred second mortgage with payments amortized over ten (10) years following the award of the loan, or at sale (or refinancing) of the home, whichever comes sooner. At the end of the loan term, the amount of the loan must be repaid in full.

The maximum amount of any loan award will be 50% of the total improvement costs up to the maximum for the program for which the applicant is applying as described in the following table. Applicants may only qualify for one (1) of the below programs, and may not combine with any other City loan program.

Applications for the TID Housing Loan Program funding requests will be reviewed by City Staff for program eligibility. Application requests will be subject to review and approval by the Community Development Authority, subject to available program funding.

Applicants must work with a local financial institution or provide another source of identifiable funding to cover the balance of home improvement costs or down payment costs not covered by the loan. Construction on home improvement projects must begin within sixty (60) days of loan approval and be completed within one-hundred eighty (180) days of the start of construction, unless a longer time-frame is approved. City Staff will keep record of the dates of loan approval and the start of construction. The City of Berlin reserves the right to take and use photographs, as well as develop project summaries of individual improvement projects for publicity purposes.