

COMMON COUNCIL MEETING AGENDA
TUESDAY, SEPTEMBER 12, 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 August 8, 2023 Common Council Meeting. RECOMMENDATION: Approve the minutes from August 8, 2023.
7. Bills List. RECOMMENDATION: Approve the list of bills for payment.

END OF CONSENT AGENDA

8. Motion to convene into closed session pursuant to Wis Stat §19.85(1)(g) Conferring with legal counsel for the governmental body who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation in which it is or is likely to become involved (*Wal-Mart Assessment*).
9. Reconvene into open session and action as appropriate from closed session discussion.
10. TID Façade Improvement Application from The Knot Spot. RECOMMENDATION: Listen to presentation with action as appropriate.

11. TID Building Improvement Program Application from Lloyd Law Firm.
RECOMMENDATION: Listen to presentation with action as appropriate.
12. Paisanos Mexican Grill LLC Alcohol Beverage License & Tobacco License Application.
RECOMMENDATION: Approve the Class “B” Beer and “Class C” Wine License Application and Tobacco Products Retail License Application from Paisanos Mexican Grill LLC for license year 2023-2024 for location at 303 N Washington Street, contingent upon passing the required health, fire, police and building inspections.
13. AJ’s Riverside, LLC Beer & Wine Alcohol Beverage License Application.
RECOMMENDATION: Approve the Class “B” Beer and “Class C” Wine License Application from AJ’s Riverside, LLC for license year 2023-2024 for location at 170 & 168 W Huron Street, contingent upon passing the required health, fire, police and building inspections.
14. PD Staffing Difficulties Presentation RECOMMENDATION: Listen to staff presentation with further discussion in closed session.
15. Resolution 23-10 Authorizing the Direct Charge of Public Fire Protection.
RECOMMENDATION: Accept Resolution 23-10 Authorizing the Direct Charge of Public Fire Protection.
16. 107 W Huron Raze & Repair Property. RECOMMENDATION: Listen to presentation with action as appropriate.
17. Resignation from Plan Commission. RECOMMENDATION: Accept the resignation of Michael Hopkins from Plan Commission, effective immediately.
18. Appointment to Cemetery Board. RECOMMENDATION: Accept the appointment of LuAnn Beyer, with term ending April 30th, 2025.
19. Appointment to Community Development Authority. RECOMMENDATION: Accept the appointment of Kristina Boeck as second Council Liaison to Community Development Authority.
20. Appointment to Community Development Authority. RECOMMENDATION: Accept the appointment of Susan Thom, with term ending August 20, 2026.
21. Appointment to Community Development Authority. RECOMMENDATION: Accept the appointment of Tracy Klawitter, with term ending August 20, 2027.
22. Garbage & Recycling Request for Proposals 2024-2029 RECOMMENDATION: Listen to staff presentation with discussion and action as appropriate.
23. Recommendation from Police & Fire Commission to eliminate Pre-Employment Agreement Accounts. RECOMMENDATION: Accept recommendation from Police & Fire Commission

and eliminate current and future Pre-Employment Agreement Accounts for the Police Department.

24. Health Insurance Renewal for October 1, 2023 to September 30, 2024

RECOMMENDATION: Listen to staff presentation with action as appropriate.

25. Liquor License Policy Questionnaire & License Discussion RECOMMENDATION:

Approve Questionnaire as presented.

26. Oak Street Development. RECOMMENDATION: Listen to staff presentation with discussion and action as appropriate.

27. Budget 2024 RECOMMENDATION: Listen to staff presentation.

28. Old Business (To be used to request items of old business be put on a future agenda for further discussion or action; or used to make a motion for reconsideration of an item from the current meeting or immediately previous meeting; or to make a motion to take items off the table which were laid on the table only during the current meeting.)

29. New Business (To be used to request items of new business be put on a future agenda)

30. 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 ((1) *PD Union Wages*, (2) *Oak Street Development*). and pursuant to Wis. Stat §19.85(1)(c) to consider employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility (*EMS Employee Leave of Absence Request*).

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

32. 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.

July 31, 2023

Month-End Balance to Bank Statement

	General City	Capital Project Bonding	EMS Account	Utility	Tax	ERF	SEWER B&I
City's Beginning Balance	935,637.64		488,407.88	1,236,900.73	300.00	60,917.61	
Deposits Auto fill	561,735.12	-	30,881.93	212,952.17	75.00	7.76	
Deposit in Transit							
Payroll Yellow sheet add GC & EMS	(135,465.12)		(75,443.01)	(26,833.05)			0.00
A/P Payables Check Summary Print off	(359,090.92)			(922,948.28)			
Other Payments Pre Fill	(252,245.55)	0.00	(35,000.00)	(17,241.18)	0.00	-	0.00
TOTAL PAYMENTS	(745,801.59)	0.00	(75,478.01)	(987,022.49)	0.00	-	0.00
Outstanding Checks:							
Misc/Bank Error							
Voided Check							
Payroll	2,589.23						
A/P CK recon. Not Cleared Back Page	91,520.11			6,903.22		-	0.00
TOTAL OUTSTANDING CHECKS	94,109.34			6,903.22	972.45		0.00
Balance	844,880.51	-	443,811.80	489,733.63	1,347.45	60,925.37	-
Ending Bank Balance	844,880.51	-	443,811.80	489,733.63	1,347.45	60,925.37	-
Cloud Billpay							
State of WI ACH	446,146.87		779.54	533.08			
TRANSFER EMS FUNDS							
WI DOT - TAXI GRANT							
GREEN LAKE CO LOTTERY OR							
Pool Concessions	8,436.03						
Pool Aquatic	11,849.20						
Monthly City Deposits	85,784.10			154,307.17	75.00		
Terry Schrey Tax							
Med B NGS HOCLAIM pmts	9,407.90		5,274.88				
Customer ACH pmts Direct Pay			24,827.51	31,200.22			
pymnt. Svc. Netwr				28,763.26			
Merchant Bank Deposit							
36 TREAS 310 MISC PAY							
Tfr Between Accounts	4.00						
Accrued Checking Acct. Interest	107.02			148.44		7.76	0.00
Payments:	561,735.12	-	30,881.93	212,952.17	75.00	7.76	-
Federal Payroll Tax Payments (IRS)	82,191.98						
WI Payroll Tax Payments	15,048.80						
Northshore	670.00						
Great West/Wells Fargo	3,845.20						
Delta Dental	1,844.37						
Cobra - Olson	1,698.82						
Marlin Bank	1,023.19						
Ref Health -city of Berlin	700.90						
Service Charge-slop payment				109.95			
Direct Deposit Service Fee (ACH)	10.00		35.00	4.00			
Retainer	4,240.25						
Health Premium	47,855.63						
Returned checks							
Employee Trust Fund WRS	41,235.70						
Fund Tfr							
Credit Card Payment-Elan US Bank	23,022.03			1,064.24			
EMC INSURANCE CO INSURANCE							
Miscellaneous - Merchant Bank Deposit							
Positive Pay	30.00						
Health Savings Acct EMPLOYER	3,535.42			875.00			
Health Savings Acct EMPLOYEE	5,281.54						
Alliant-Credit Card Payment	19,378.04			14,999.48			
US Cellular	633.48						
Barraza ACH Return				188.51			
	252,245.55	-	35.00	17,241.18	-	-	-

CITY OF BERLIN -- OFFICE OF THE TREASURER

CITY TREASURER REPORT
PERIOD ENDING 7/31/2023

#REF!

#REF!

FUNDS	BEGINNING BALANCE	ADJ VOIDS	RECEIPTS (DEPOSITS)	DISBURSEMENTS (PAID)	OUTSTANDING CHECKS	BANK BALANCE	INVESTMENTS	TOTAL W/ INVESTMENTS	#REF!
GENERAL CITY	\$ 935,637.64	\$ -	\$ 361,735.12	\$ (746,807.59)	\$ 94,109.34	\$ 844,680.51	\$ 3,100,000.00	\$ 3,944,680.51	10-11300
TAX COLLECTION ACCOUNT	\$ 300.00	\$ -	\$ 75.00	\$ -	\$ 972.45	\$ 1,347.45	\$ -	\$ 1,347.45	FNB100028
CAPITAL PROJECT BORROWING	\$ 244,876.28	\$ -	\$ 500,746.98	\$ -	\$ -	\$ 745,622.96	\$ -	\$ 745,622.96	FNB131324
WAS ACCOUNT	\$ 438,407.98	\$ -	\$ 30,884.89	\$ (75,478.01)	\$ -	\$ 443,811.80	\$ -	\$ 443,811.80	2183
WATER SUPPLIES	\$ 1,250,553.73	\$ -	\$ 272,552.17	\$ (567,022.49)	\$ 6,593.22	\$ 485,733.63	\$ -	\$ 485,733.63	
SEWER EQUIP REPLACEMENT FUND	\$ 80,817.63	\$ -	\$ 7.79	\$ -	\$ -	\$ 80,925.37	\$ 2,285,000.00	\$ 1,375,925.37	61-11362
WATER UTILITY	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 3,295,250.00	\$ 3,295,250.00	62-11361
SEWER UTILITY	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 3,295,250.00	\$ 3,295,250.00	62-11361
TOTAL OF ALL FUNDS	\$ 2,867,040.14	\$ -	\$ 1,006,398.66	\$ (1,789,302.09)	\$ 101,888.01	\$ 2,866,121.72	\$ 9,242,113.07	\$ 11,828,335.59	

SUBMITTED BY: Callin Hight, DEPUTY CLERK

August 31, 2023

Month-End Balance to Bank Statement

	General City	Capital Project Bonding	EMS Account	Utility	Tax	ERE	SEWER B&I
City's Beginning Balance	750,571.17	244,876.28	443,811.80	482,830.41	375.00	60,925.37	-
Deposits	919,533.54	500,746.68	28,471.77	577,052.94	75.00	7.76	-
Deposit In Transit	-	-	-	-	-	-	-
Payroll net pay	(121,714.54)	-	(73,998.09)	(26,475.38)	-	-	0.00
A/P Payables Check Summary	(262,058.94)	-	-	(169,775.25)	-	-	0.00
Other Payments	(247,426.99)	0.00	(35.00)	(16,299.35)	0.00	-	0.00
TOTAL PAYMENTS	(631,200.47)	0.00	(74,033.09)	(212,549.98)	0.00	-	0.00
Outstanding Checks:							
Misc/Bank Error							
Voided Check	1,916.67						
Payroll	2,589.23						
A/P	16,034.29						
TOTAL OUTSTANDING CHECKS	18,623.52	-	-	3,940.38	972.45	-	0.00
Balance	1,059,444.43	745,622.96	395,250.48	851,273.75	1,422.45	60,933.13	-
Ending Bank Balance	1,059,444.43	745,622.96	395,250.48	851,273.75	1,422.45	60,933.13	-
State WI ACH			1,584.78				
Green Lake Co. August Set	539,877.14						
Terry Schrey Tax					75.00		
FUNDS TRANSFER - clear June/July payments	2,003.25	500,675.00					
HCCCLAIMPMT Deposit	3,293.06		3,661.57				
cloud billpay				1,049.25			
EZ DEPOSIT/TRIP DEPOSIT			21,245.42				
Refund service charge							
Monthly City Deposits	362,087.36			194,987.73			
Merchant BANKCD Deposit							
Pool- Concessions	4,481.65						
Customer ACH direct pay							
payment svc new							
Pool- Front Desk	7,673.72						
310 MISC	4.00						
Tfr Between Accounts	113.36	71.68				7.76	0.00
Accrued Checking Acct. Interest							
Payments:	919,533.54	500,746.68	28,471.77	577,052.94	75.00	7.76	-
Federal Payroll Tax Payments (IRS)	77,584.01						
WI Tax Payments	14,113.04						
Northshore	870.00						
Empower Great West/Velis Fargo	5,843.00						
RET HEALTH	700.90						
MARLIN BANK	1,023.19						
Water (3) Not Sufficient Funds	30.00			714.82			
Service Charge-stop payment	10.00			109.95			
Direct Deposit Service Fee (ACH)	8,480.50		35.00				
Reliantier Chier	52,850.25						
Health Premium	41,020.02						
WRS Employee Trust Fund	1,074.20						
OLSON COBRA							
Merch BankCD Deposit							
Fund Trf				4.00			
Credit Card Payment-Elan US Bank	15,262.13			629.89			
DELTA DENTAL	1,684.57						
Positive Pay	30.00						
Health Savings Acct EMPLOYER	3,531.25			875.00			
Health Savings Acct EMPLOYEE	5,261.54						
Alliant-Credit Card Payment	17,795.69			13965.69			
US Cellular	662.70						
LUMENCENTURYLINK SPEEDPAY			35.00	16,299.35	-	-	-
	247,426.99						

CITY OF BERLIN -- OFFICE OF THE TREASURER

CITY TREASURER REPORT
PERIOD ENDING 08/31/2023

#REF!

#REF!

FUNDS	BEGINNING BALANCE	ADJ/ VOIDS	RECEIPTS (Deposits)	DISBURSEMENTS (Total)	OUTSTANDING CHECKS	BANK BALANCE	INVESTMENTS	TOTAL W/ INVESTMENTS	
GENERAL CITY	\$ 750,571.17	\$ 1,916.67	\$ 919,533.54	\$ (631,200.47)	\$ 18,623.52	\$ 1,059,444.43	\$ 3,100,000.00	\$ 4,159,444.43	10-11300
TAX COLLECTION ACCOUNT	\$ 375.00		\$ 75.00	\$ -	\$ 972.45	\$ 1,422.45	\$ -	\$ 1,422.45	FNB100028
CAPITAL PROJECT BORROWING	\$ 244,876.28					\$ 244,876.28		\$ 244,876.28	FNB131924
EMS ACCOUNT	\$ 443,811.80		\$ 26,471.77	\$ (74,033.09)		\$ 396,250.48		\$ 396,250.48	*2193
WATER & SEWER CHECKING	\$ 482,830.41		\$ 577,052.94	\$ (212,549.98)	\$ 3,940.38	\$ 851,273.75		\$ 851,273.75	
SEWER EQUIP REPLACEMENT FUND	\$ 60,925.37		\$ 7.76			\$ 60,933.13	\$ 1,255,000.00	\$ 1,315,933.13	61-11362
WATER UTILITY							\$ 3,655,235.65	\$ 3,655,235.65	62-11366
SEWER UTILITY							\$ 1,232,578.22	\$ 1,232,578.22	61-11361
TOTAL OF ALL FUNDS	\$ 1,963,390.03	\$ 1,916.67	\$ 1,523,141.01	\$ (917,783.54)	\$ 23,536.35	\$ 2,614,200.52	\$ 9,242,813.87	\$ 11,857,014.39	

SUBMITTED BY: Caitlin Hilgart, DEPUTY CLERK

CITY OF BERLIN

PAYROLL FOR August - 2023

NET PAYROLL

	PAYDATE	Payroll #	PAYROLL TITLE	GENERAL CITY	UTILITY	AMBULANCE	
	8/4/2023	16	General City	58,170.41			
	8/4/2023	16	Ambulance			37364.19	
	8/4/2023	16	Utility		12,936.08		
	8/18/2023	17	General City	63,544.13			
	8/18/2023	17	Utility		13,539.30		
						36561.59	
	8/18/2023	17	Ambulance				
	8/18/2023	17.01	Ambulance - Congdon Vac			72.31	
			TOTAL MONTHLY PAYROLL	\$121,714.54	\$26,475.38	73998.09	

CITY OF BERLIN BUILDING REPORT August 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	6	\$1,123,100.00	\$4,402.83
Multi-Family Residence	1	\$320,000.00	\$618.36	2	640,000.00	1,236.72	0	\$0.00	\$0.00
Residential Alteration	9	\$105,386.00	\$620.00	31	351,903.00	2,250.62	40	\$553,422.35	\$3,775.96
Residential Addition	1	\$12,000.00	\$100.00	2	18,000.00	205.00	2	\$12,308.00	\$180.00
Residential Garage	0	\$0.00	\$0.00	2	60,000.00	476.08	2	\$65,000.00	\$380.50
Residential Garage Alteration				0	0.00	0.00	0	\$0.00	\$0.00
Commercial Building	0	\$0.00	\$0.00	1	750,000.00	557.44	0	\$0.00	\$0.00
Commercial Alteration	0	\$0.00	\$0.00	8	1,173,480.00	7,128.88	5	\$700,679.00	\$4,415.44
Commercial Addition	2	\$100,000.00	\$790.00	3	110,000.00	940.00	0	\$0.00	\$0.00
Signs	2	\$45,000.00	\$487.15	7	105,826.00	909.65	10	\$115,139.00	\$2,569.08
Miscellaneous	1	\$8,500.00	\$50.00	11	49,100.00	575.00	6	\$30,550.00	\$640.00
Demolition	1		\$75.00	4	0.00	300.00	5	\$24,382.00	\$825.00
Hospital				0	0.00	0.00	0	\$0.00	\$0.00
Church				0	0.00	0.00	0	\$0.00	\$0.00
School				0	0.00	0.00	0	\$0.00	\$0.00
Driveways	0	\$0.00	\$0.00	3	17,100.00	160.00	8	\$183,100.00	\$435.00
Trailer Homes				0	0.00	0.00	0	\$0.00	\$0.00
Total Building Permits	17	\$590,886.00	\$2,740.51	75	3,540,409.00	15,362.31	84	\$2,807,680.35	\$17,623.81
Commercial Plan Approval				0	0.00	0.00	0	\$0.00	\$0.00
Plumbing Permits	1	\$2,300.00	\$50.00	11	121,062.00	1,069.80	23	\$564,532.00	\$1,805.96
Electrical Permits	3	\$1,880.00	\$310.00	21	198,665.00	1,536.00	23	\$194,384.00	\$2,344.62
Heating Permits	1	\$9,000.00	\$50.00	13	133,532.00	2,480.35	12	\$94,575.00	\$1,262.09
				0	0.00	0.00	0	\$0.00	\$0.00
Total Permit Fees	22	\$604,066.00	\$3,150.51	120	3,993,668.00	20,448.46	142	\$3,661,171.35	\$23,036.48

CITY OF BERLIN COMMON COUNCIL MEETING MINUTES
TUESDAY, August 8th, 2023 AT 7:00 pm
COUNCIL CHAMBERS, BERLIN CITY HALL, 2ND FLOOR

The Mayor called the meeting to order at 7:00pm, Roll Call resulted in five (5) present; Boeck, Dretske, Durtschi, Nigbor and Stobbe. One (1) absent, Burgess. Staff in attendance: Sara Rutkowski, Tim Ludolph, and Caitlin Hilgart. There were no virtual attendees.

The following items were listed on the Consent Agenda for approval and adoption: 4) Waive the reading of all ordinances and resolutions adopted at this meeting; 5) Receive and place on file the written reports for the City Clerk, Treasurer and Building Inspector; 6) Approve the minutes from the July 11, 2023; 7) Accept 2023 Second Quarter Weights & Measures report; 8) Accept 2023 Second Quarter Shared Taxi Expenditure, Revenue and Statistics Report; 9) Approve the Bills List; 10) Accept the recommendation from Committee of the Whole to allow staff to apply for matching grant form DNR for Urban Forestry Grant for the Emerald Ash Borer; 11) Accept the recommendation from the Berlin Community Development Corporation to approve the Resolution 23-09 Authorizing RLF Loan in the amount of \$250,000.00; and 12) Accept the recommendation from the Park & Recreation Commission to adjust Park Regulation Ordinance Sec. 50-72. Dretske made a motion to accept the Consent Agenda. Stobbe seconded the motion and it passed on a roll call vote of five (5) ayes, zero (0) nays, one (1) absent.

The next item was the Save the Pool Committee. Victoria Hill, current Park and Rec. Commissioner and a member of the Save the Pool subcommittee presents different concerns that the subcommittee has. Discussion was held and Hill had answered any questions for the Council. No action was taken.

Item #14 was a TID Façade Improvement Application from Eskimo Comfort. Tom Yankowski from Eskimo Comfort was present to answer any questions related to his request for funds. Boeck made a motion to approve the TID Application for Eskimo Comfort for the amount of \$907.50. Dretske seconded the motion that passed on a voice vote.

Item #15 was a TID Façade Improvement Application for Jeff's On the Square LLC. Judy Bending owner of Jeff's On the Square was present to answer any questions related to her request for funds. Nigbor made a motion to approve the TID Façade Improvement for Jeff's On the Square for the amount totaling \$1750.00. Dretske seconded the motion that passed on a voice vote.

Next was Raise and Repair order on 107 W Huron St. Ludolph reported that he recently entered the property and the owners have made a great deal of work to the interior. The building had been completely gutted on the inside and the also indicated that he owner is planning on repair the reroof in the next month. No action taken.

Next item was the resignation from Cemetery Board for Jane Waalkes effective immediately. Dretske made a motion to accept the resignation for Jane Waalkes from the Cemetery Board effective immediately. Stobbe seconded the motion. Motion passed on a voice vote.

Item #18 was to accept the appointment of Roberta Erdmann to the Cemetery Board, with a term ending April 30th, 2024. Dretske made a motion to accept the appointment of Roberta Erdmann to the Cemetery Board. Stobbe seconded the motion. Motion passed on a voice vote

Last item was the TID #10 Housing Program. Rutkowski stated that she did stick with the 2% interest. Looking for a little more clarification from the Council. Discussions was held on the eligible uses age and funds. Rutkowski will put together a finalization and bring it back next month.

There was no old business.

There was no new business.

Dretske made a motion to adjourn at 7.45 pm, with a second by Nigbor, motion carried via voice vote.

Caitlin Hilgart, Deputy Clerk

DRAFT

City

CITY OF BERLIN

09/05/23 12:13 PM

Page 1

*Check Summary Register©

AUGUST 31 2023

Name	Check Date	Check Amt	
11100 Cash in Bank m FNB			
68767 ACTION APPRAISERS & CONSU	8/3/2023	\$1,916.67	2023 - AUGUST - PROFESSIONAL SERVICE
68768 ALCIVIA	8/3/2023	\$7,825.60	2023 - JULY - GAS AND DIESEL FUEL
68769 AMAZON CAPITAL SERVICES, IN	8/3/2023	\$91.97	OFFICE OFFICE AND MAINTENANCE SUPP
68770 BANYON DATA SYSTEMS INC	8/3/2023	\$975.00	POS, FIXED ASSET AND FUND INVOICING
68771 BELLA BY DESIGN	8/3/2023	\$30.00	SIGN FOR CITY HALL
68772 BERLIN JOURNAL NEWSPAPER	8/3/2023	\$97.00	BOARD OF APPEALS CANCELLED
68773 BOUND TREE MEDICAL, LLC	8/3/2023	\$67.99	MEDICATION FOR EMS
68774 CULLIGAN WATER	8/3/2023	\$8.75	5 Gallon Water delivered
68775 CVIKOTA MBS	8/3/2023	\$2,186.59	2023 - JULY - EMS BILLING
68776 EMC INSURANCE COMPANIES	8/3/2023	\$40,978.29	2023- JULY - GENERAL LIABILITY INSURAN
68777 FORMILLER, JOSEPH	8/3/2023	\$100.00	2023 - BERLIN BUGLE MOUTH BASS SHEL
68778 GORDON FLESCHE	8/3/2023	\$461.87	2023 - COPIES FOR CITY HALL #W117098
68779 GREEN LAKE CO REG OF DEED	8/3/2023	\$30.00	SA LIEN SATISFACTION - M. PESCHKE
68780 IRS	8/3/2023	\$708.95	IRS PENALTY PAYMENT
68781 KUNKEL ENGINEERING GROUP	8/3/2023	\$956.63	2023 - JUNE - INSPECTION SERVICES
68782 MARTY'S BLUE SKY NURSERY	8/3/2023	\$245.00	TOPSOIL FOR DPW
68783 MUNICIPAL, LLC	8/3/2023	\$229.00	ID TECH, AUGUSTA
68784 MUTUAL OF OMAHA	8/3/2023	\$372.76	2023 - AUGUST - EMPLOYER LIFE CONTRIB
68785 PACKER CITY INT'L TRUCKS, IN	8/3/2023	\$19.45	MIRROR MOUNT FOR TRUCK #55
68786 SMOODY, SARA	8/3/2023	\$100.00	REFUND DEPOSIT OF SHELTER HOUSE RE
68787 SUPERIOR CHEMICAL CORP	8/3/2023	\$360.02	SHOP SUPPLIES FOR DPW
68788 VALLEY AQUATIC SOLUTIONS, L	8/3/2023	\$732.69	POOL CHEMICALS FOR BAC
68789 VIKING ELECTRIC SUPPLY	8/3/2023	\$19.24	STREET LIGHTS FOR DPW
68790 WE ENERGIES	8/3/2023	\$33.98	2023 - JULY - GAS SERVICE EMS PRINCET
68791 WEISKE, MARIE	8/3/2023	\$100.00	REFUND DEOSIT FOR SHELTER HOUSE RE
68792 FOX VALLEY TECHNICAL COLLE	8/7/2023	\$365.00	INSTRUCTOR DEVELOPMENT - A. SCHMIDT
68793 GARZA, MARIA TERESA	8/7/2023	\$54.25	07.16.23 TRANSLATION SERVICES
68794 GREEN LAKE COUNTY TREASU	8/7/2023	\$5,676.36	2023 SPILLMAN ANNUAL MAINT FEE PLUS
68795 J & B ENTERPRISES	8/7/2023	\$30.00	TIRE MAINTENANCE FOR SQUADS
68796 KIESLER POLICE SUPPLY, INC	8/7/2023	\$403.70	OPERATING SUPPLIES FOR BPD
68797 SONDALLE FORD LINCOLN MER	8/7/2023	\$896.70	2019 FORD EXPL - VEHICLE MAINTENANCE
68798 THEDACARE LABORATORIES	8/7/2023	\$85.00	PATIENTS 77263, 77376 LEGAL BLOOD DRA
68799 ADVOCAP	8/10/2023	\$100.00	Refund Shelter House Rental Deposit -NS7132
68800 ASSOCIATED APPRAISAL CONS	8/10/2023	\$1,916.67	2023 - August - Professional Services
68801 BERLIN FEED SERVICE, INC	8/10/2023	\$41.90	Brush Killer - Tordon
68802 BERLIN JOURNAL NEWSPAPER	8/10/2023	\$92.00	SUMMER FUN PAGE AUGUST
68803 BERLIN WATER & SEWER UTILI	8/10/2023	\$24,556.21	2023 - JULY - WATER & SEWER BILLS
68804 CEDAR CREST ICE CREAM	8/10/2023	\$4,812.74	2023 - Aquatic Center Concessions
68805 CHARTER COMMUNICATION	8/10/2023	\$424.51	2023 - August - Enterprise Internet
68806 CONVERGENT SOLUTIONS, INC	8/10/2023	\$700.32	AWAYA ANNUAL SOFTWARE SUPPORT
68807 CORPORATE NETWORK SOLUTI	8/10/2023	\$12,000.00	CNSI 100 HOURS
68808 DISTERHAFT, CHERLYN	8/10/2023	\$100.00	Refund Shelter House Rental Deposi - NS0716
68809 ED'S TRACTOR REPAIR, LLC	8/10/2023	\$81.30	HOSE WITH FITTINGS FOR DPW
68810 GEIER, CHRIS	8/10/2023	\$100.00	Refund Shelter House Rental Deposit SS0716
68811 GREAT LAKES COCA COLA DIST	8/10/2023	\$2,197.00	2023 - BERLIN AQUATIC CENTER CONCESS
68812 HUNTER SURVEILLANCE SYSTE	8/10/2023	\$3,392.15	TWO ADDITIONAL CAMERAS AT POOL
68813 J. F. AHERN COMPANY	8/10/2023	\$273.05	FIRE INSPECTIONS - CITY HALL & FIRE DE
68814 KUNKEL ENGINEERING GROUP	8/10/2023	\$522.50	Job No. KU23.1003.00 Site Plan WI Spice
68815 MEISEL, RANDY	8/10/2023	\$100.00	Refund Shelter House Rental Deposit SS0804
68816 MORIARTY REFRIGERATION	8/10/2023	\$100.23	FREEZER REPAIR AT BERLIN AQUATIC CE
68817 PLANTZ, DENNIS W	8/10/2023	\$251.76	2023 - AUGUST - HEALTH REIMBURSEMEN
68818 RAISLEGER, NYLA	8/10/2023	\$200.00	Photograph Mermaid event at Berlin Aquatic C
68819 ROGERS, JOHN	8/10/2023	\$100.00	Refund Shelter House Rental Deposit SS0715
68820 SECURIAN FINANCIAL GROUP	8/10/2023	\$904.96	2023 - SEPTEMBER - EMPLOYER LIFE CON

CITY OF BERLIN

09/05/23 12:13 PM

Page 2

*Check Summary Register©

AUGUST 31 2023

	Name	Check Date	Check Amt	
68821	SELL, REBEKAH	8/10/2023	\$300.00	Refund Shelter House Rental Deposit NS0806
68822	SHERWIN INDUSTRIES, INC	8/10/2023	\$125.16	FILTERS FOR DPW
68823	STREHLOW, JANET	8/10/2023	\$100.00	Refund Shelter House Rental Deposit NB0715
68824	TASC	8/10/2023	\$64.00	2023 - June/July Cobra admin
68825	VALLEY AQUATIC SOLUTIONS, L	8/10/2023	\$5,157.20	POOL CHEMICALS
68826	WALLNER, NANCY	8/10/2023	\$100.00	Refund Shelter House Rental Deposit SS 0715
68827	WASTE MANAGEMENT	8/10/2023	\$27,464.01	2023 - JULY - RESIDENTIAL TRASH SERVIC
68828	WI DOT	8/10/2023	\$14,452.00	2022 SENIOR VAN DOT GRANT
68829	WI ECONOMIC DEVELOPMENT A	8/10/2023	\$228.00	2023 FALL BEST PRACTICES CONFERENC
68830	WUSTRACK, YVONNE	8/10/2023	\$100.00	REFUND SHELTERHOUSE RENTAL DEPOSI
68831	BAKER & TAYLOR	8/10/2023	\$1,512.68	44 UNITS FOR CUSTOMERS
68832	COMPLETE OFFICE OF WI	8/10/2023	\$349.29	TOWELING AND PAPER PRODUCTS
68833	LISA OBRIST	8/10/2023	\$495.00	2023 - JULY - LIBRARY CLEANING
68834	MARTIN SYSTEMS, INC.	8/10/2023	\$407.40	ANNUAL MONITORING FEE
68835	MIDWEST TAPE	8/10/2023	\$550.54	2023 - JULY - DIGITAL MEDIA
68836	UNIQUE MANAGEMENT SERVIC	8/10/2023	\$93.20	2023 - JULY - PLACEMENTS
68837	WINNEFOX LIBRARY SERVICES	8/10/2023	\$676.50	2023 - JULY - UNIQUE MANAGEMENT SERV
68842	ADS THAT CARE, INC	8/22/2023	\$424.89	COOLIES FOR BFD EVENT
68843	APPLETON FINANCE DEPARTME	8/22/2023	\$483.25	2023 - AUGUST - WEIGHTS AND MEASURE
68844	BEISER REALTY, LLC	8/22/2023	\$17,500.00	TID FAÇADE AND BUILDING IMPROVEMENT
68845	BERLIN BOAT CLUB, INC.	8/22/2023	\$100.00	REFUND OF SHELTER HOUSE RENTAL DE
68846	BERLIN JOURNAL NEWSPAPER	8/22/2023	\$65.00	LIQUOR LICENSE PUBLICATION
68847	CHAMBERLIN, CAROL	8/22/2023	\$100.00	REFUND OF SHELTER HOUSE RENTAL DE
68848	CHARTER COMMUNICATION	8/22/2023	\$137.26	2023 - 08.13.23-09.12.23 - AQUATIC CENTER
68849	CORPORATE NETWORK SOLUTI	8/22/2023	\$1,750.00	DEPUTY CLERK COMPUTERS
68850	CULLIGAN WATER	8/22/2023	\$8.75	CITY HALL WATER DELIVERY
68851	DREXEL BUILDING SUPPLY, INC.	8/22/2023	\$69.58	MATERIALS FOR DPW
68852	FARRELL EQUIPMENT & SUPPL	8/22/2023	\$1,799.79	CONCRETE SUPPLIES FOR DPW
68853	GORDON FLESCH	8/22/2023	\$71.30	2023 - JULY - COPIES AT BPL
68854	INTERSTATE BATTERIES	8/22/2023	\$301.90	BATTERIES FOR DPW
68855	ITU ABSORBTECH, INC.	8/22/2023	\$71.64	2023 - AUGUST - UNIFORM SERVICE DPW
68856	J. F. AHERN COMPANY	8/22/2023	\$546.00	FIRE ALARM INSPECTION - CITY HALL
68857	JON LUNDT ELECTRIC, INC	8/22/2023	\$52.50	LABOR FOR PEDISTALS ON NORTH END O
68858	KERRIGAN, SHANNON	8/22/2023	\$300.00	REFUND OF SHELTER HOUSE RENTAL DE
68859	LAYTON, ROBERT	8/22/2023	\$100.00	REFUND OF SHELTER HOUSE RENTAL DE
68860	LEIGH, ELAINE	8/22/2023	\$100.00	REFUND OF SHELTER HOUSE RENTAL DE
68861	MERKERT, CAROL	8/22/2023	\$120.00	BERLIN CAMPGROUND CANCELLATION
68862	MGD INDUSTRIAL CORP	8/22/2023	\$142.20	SHOP SUPPLIES FOR DPW
68863	OTA	8/22/2023	\$753.67	TSHIRTS FOR BERLIN FIRE DEPARTMENT
68864	RUNNING INC. TRANSIT SERVIC	8/22/2023	\$21,511.33	2023 - JULY - SHARED RIDE TAXI SERVICE
68865	STREET CRUZERS	8/22/2023	\$100.00	REFUND OF DEPOSIT ON SHELTERHOUSE
68866	SUPERIOR CHEMICAL CORP	8/22/2023	\$522.95	CLEANING SUPPLIES FOR DPW
68867	SYN-TECH SYSTEMS, INC	8/22/2023	\$42.00	FUELMaster MAINTENANCE
68868	TASC	8/22/2023	\$112.12	COBRA PREMIUMS
68869	VALLEY AQUATIC SOLUTIONS, L	8/22/2023	\$1,317.60	POOL CHEMICALS
68870	WASC	8/22/2023	\$125.00	RENEWAL APPLICATION
68871	WAYNE CONSULTANTS & MFG, I	8/22/2023	\$750.77	COOLING TOWER CHEMICALS
68872	WOLLERT, JENNY	8/22/2023	\$100.00	REFUND OF SHELTER HOUSE RENTAL DE
68873	BADGER STATE TIRE, INC	8/31/2023	\$89.95	2 WHEEL ALIGNMENT - FORD F250 - DPW
68874	BANYON DATA SYSTEMS INC	8/31/2023	\$1,680.00	PAYROLL AND FUND SUPPORT
68875	BELLA BY DESIGN	8/31/2023	\$25.00	BOARD OF APPEALS NAME PLATES
68876	BERLIN COMMUNITY DAYCARE	8/31/2023	\$100.00	REFUND OF SHELTERHOUSE RENTAL DEP
68877	BERLIN JOURNAL NEWSPAPER	8/31/2023	\$851.00	BOA HEARING NOTICE 151 S GROVE
68878	BRIGHTSPEED	8/31/2023	\$557.75	2023 - AUGUST - PHONE CHARGES - CITY
68879	CAREW CONCRETE & SUPP CO,	8/31/2023	\$3,683.13	CONCRETE WORK DPW

CITY OF BERLIN

09/05/23 12:13 PM

Page 3

*Check Summary Register©

AUGUST 31 2023

	Name	Check Date	Check Amt	
68880	CHARTER COMMUNICATION II	8/31/2023	\$0.00	Reissued as Check #68902
68881	CLIFF'S TIRE AND BATTERY INC	8/31/2023	\$87.43	91 OIL CHANGE
68882	CULLIGAN WATER	8/31/2023	\$108.00	WATER AT BERLIN EMS HOUSE
68883	CUMMINS SALES AND SERVICE	8/31/2023	\$2,380.00	FIRE STATION GENERATOR PAYMENT #1
68884	DNR/WA	8/31/2023	\$143.00	2024 SOLID WASTE LICENSE RENEWAL
68885	DTN, LLC	8/31/2023	\$536.00	2023 - SEPTEMBER - RADAR CONTROL
68886	FARRELL EQUIPMENT & SUPPL	8/31/2023	\$224.75	CURB BOOTS FOR EMS
68887	FIRE INSPECTION SERVICES IN	8/31/2023	\$1,582.50	2023 - JULY - FIRE INSPECTIONS
68888	GFL SOLID WASTE MIDWEST LL	8/31/2023	\$802.24	2023 - SEPTEMBER - TRASH AND RECYCLI
68889	GURNOLT, TERRESA	8/31/2023	\$100.00	REFUND OF DEPOSIT ON SHELTER HOUSE
68890	HUNTER SURVEILLANCE SYSTE	8/31/2023	\$8,856.60	SENIOR CENTER CAMERAS
68891	ITU ABSORBTECH, INC.	8/31/2023	\$73.44	PAPERTOWELS FOR CITY GARAGE
68892	KERRIGAN, SHANNON	8/31/2023	\$150.00	REFUND OF SHELTER HOUSE RENTAL DE
68893	KIENER, KATHY	8/31/2023	\$100.00	REFUND OF SHELTER HOUSE RENTAL - V
68894	KIESLER POLICE SUPPLY, INC	8/31/2023	\$5,867.00	GUNS FOR BPD
68895	KUNKEL ENGINEERING GROUP	8/31/2023	\$1,928.57	JOB KU17.1019.00 2023 - JULY - BUILDING I
68896	MILLER, JAN	8/31/2023	\$100.00	REFUND OF SHELTER HOUSE RENTAL DE
68897	RENNERT'S FIRE EQUIP SERVIC	8/31/2023	\$8,085.68	UNIT 90 TRANSMISSION REPAIR
68898	SKIPCHAK, ROBIN	8/31/2023	\$100.00	REFUND OF SHELTER HOUSE RENTAL DE
68899	THEDACARE AT WORK	8/31/2023	\$126.00	PREEMPLOYMENT DRUG SCREEN - RATHS
68900	THOM, SUSAN	8/31/2023	\$2,102.90	2023 - AUGUST - REIMBURSE RETIREE HE
68901	VIKING ELECTRIC SUPPLY	8/31/2023	\$157.26	LED LIGHTS FOR DPW3
68902	CHARTER COMMUNICATION II	8/31/2023	\$580.50	Was Ck#68880
	Total Checks		\$262,058.94	

Water

CITY OF BERLIN

09/05/23 12:14 PM

Page 1

*Check Summary Register©

AUGUST 31 2023

	Name	Check Date	Check Amt	
11161	UTILITY CASH - FNB			
16371	VILLAGE OF ASHWAUBENON	12/8/2022	(\$50.00)	ANATOMY OF A SERVICE LATERAL- JOE &
16673	ALCIVIA	8/2/2023	\$359.52	DIESEL FUEL FOR WWTP
16674	BERLIN CITY TREASURER	8/2/2023	\$521.31	JULY 2023 MONTHLY PHONE/INTERNET CH
16675	MARTELLE WATER TREATMENT	8/2/2023	\$7,223.53	LIQUID ALUMINUM SULFATE
16676	NORTH CENTRAL LABORATORI	8/2/2023	\$211.74	24 BROTH AMPULES
16677	SPEEDY CLEAN DRAIN & SEWE	8/2/2023	\$2,440.00	TELEVISION SANITARY/LATERALS- LAFAYET
16678	U S CELLULAR	8/2/2023	\$351.48	MONTHLY SERVICE CHARGES 07/16/23 TH
16679	USA BLUEBOOK	8/2/2023	\$990.41	HACH DPD 4/1/PHOSVER 3 & CARTRIDGE
16680	WALTCO INC	8/2/2023	\$896.35	PICK-UP SAMPLES FOR BADGER LABS
16681	FERGUSON WATER WORKS #14	8/4/2023	\$313.92	13 OZ CLARION FOOD MACH GRSE #2
16682	LINCOLN CONTR SUPPLY INC	8/4/2023	\$125.99	MA-DML812 18V LIGHT
16683	MID-AMERICAN RESEARCH CHE	8/4/2023	\$480.00	HC BACTERIAL ENZYMES- 50LBS
16684	NOLTES SERVICE & TOWING	8/4/2023	\$541.66	SEWER JET TOWING
16685	NORTHERN LAKE SERVICE, INC	8/4/2023	\$3,415.50	ANNUAL DRINKING WATER TESTING
16686	U S POST OFFICE - POSTMASTE	8/4/2023	\$761.17	AUGUST MONTHLY BILLING
16687	PACKER CITY INT'L TRUCKS, IN	8/9/2023	\$9,216.05	SEWER JET TRUCK
16688	BADGER LABORATORIES INC	8/16/2023	\$100.00	TOTAL COLIFORM BACTERIA
16689	BERLIN CITY TREASURER	8/16/2023	\$1,533.55	GAS/DIESEL FOR JULY 2023
16690	BRIGHTSPEED	8/16/2023	\$61.54	LOCAL SERVICE FROM AUG 09 TO SEP 08
16691	GREAT LAKES ROOFING	8/16/2023	\$78,999.67	ROOF- WWTP
16692	KUNKEL ENGINEERING GROUP	8/16/2023	\$2,045.00	LAFAYETTE UTILITY & ST -SERVICES THRU
16693	LINCOLN CONTR SUPPLY INC	8/16/2023	\$407.56	18V LIGHT
16694	MID-AMERICAN RESEARCH CHE	8/16/2023	\$316.81	BOWL CLEANER/CLOTH
16695	STRAND ASSOCIATES, INC	8/16/2023	\$15,900.00	DIGESTER MIXING/PIPING DESIGN - SERVI
16696	WISCONSIN RURAL WATER ASS	8/16/2023	\$170.00	WATER/WASTEWATER TRAINING CEC'S- J
16697	LOPEZ, LUIS	8/18/2023	\$61.48	Utility Billing Credit Refund
16698	BERLIN CITY TREASURER	8/25/2023	\$28,456.17	AUGUST PAYROLL
16699	CINTAS	8/25/2023	\$357.87	MOP & PARTS/MATS
16700	FERGUSON WATER WORKS #14	8/25/2023	\$3,872.60	VALVE BOX & PARTS
16701	GFL SOLID WASTE MIDWEST LL	8/25/2023	\$319.83	TRASH/RECYCLING STANDARD SERVICE 0
16702	JON LUNDT ELECTRIC, INC	8/25/2023	\$843.17	WELL#4 - BOOSTER PUMP VFD
16703	MARTELLE WATER TREATMENT	8/25/2023	\$5,619.52	LIQUID ALUMINUM SULFATE
16704	ROBERT J. IMMEL EXCAVATING,	8/25/2023	\$2,500.00	LEAD LINE SERVICE REPLACEMENT- LAFA
16705	STAHL PLUMBING & HEATING	8/25/2023	\$411.85	RECONNECTED WATER METER AFTER LE
Total Checks			\$169,775.25	

To: Common Council

Date: September 8, 2023

RE: TID Façade and Building Improvement Program

From: City Administrator

We have received two applications for the TID Façade Improvement Program.

The estimated TID balance is \$143,480.

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



City of Berlin TID # 15

Building Improvement Program Application

Applicant Information:

Name(s): Tracy Klawitter

Phone # (cell): 361-9801 (home): _____ (work): _____

Residential Address (street, city, state, zip): 391 South West Ceresco St Berlin

Email: theknotspot@hotmail.com

Business Information:

Business Name: Massage by Tracy LLC DBA The Knot Spot

Business Address: 265 East Huron Street

Business Phone #: 361-9801 or 361-2089

Type of Business: Massage Therapist

Check 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):

The shop Roof is Tin/metal. Currently little to no insulation in the ceiling. When Temps are extreme in winter or summer. The shop heats/freezes quickly. Making my utility bills for Electric and Gas rise.

We will be spray foam insulation into the ceiling allowing for the new Heating and cooling system to run efficient.

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

Promotes Redevelopment : My future plan is to rent out a large area of the shop. with the updated insulation and heating / cooling system I can offer tenants lower rent / utility cost.

Estimated start date: ASAP 7/1/2023 Estimated completion date: 9-1-2023 or sooner

Project Budget:


Brewer	\$5,070	Atomic	\$10,723.20
Max Spray	\$6,400	T.H	\$4,000

Total Cost: \$26,193.20 Insulation, ceiling replacement and heating cooling system

Total Cost requesting from building program: \$13,096.60

Source of other funding: Savings Account - Cash

Applicant(s) signature(s):

6/19/23 

Date:

.....For Office Use Only.....

Date received in Clerk's Office: 6-19-23

Received by: SR

Date of Next CC meeting: N/A yet



N8804 Douglas St. Ripon WI 54971
(920) 748-6494, (866) 803-8428
Info@brewerheating.com
www.brewerheating.com

ESTIMATE

ESTIMATE #	133735
DATE	06/06/2023

CUSTOMER
SHANNON KLAWITTER 391 SW CERESCO BERLIN, WI 54923

SERVICE LOCATION
SHANNON KLAWITTER SHOP 265 E HURON ST BERLIN, WI 54923

DESCRIPTION	ESTIMATE TO HEAT/COOL SHOP
-------------	----------------------------

Mini Split:

FUJITSU 24,000 BTUH OUTDOOR HEAT PUMP (18 SEER)

FUJITSU 24,000 BTUH INDOOR HEAD. (to be mounted on the north wall, near the west end)

INSTALL NEW REFRIGERANT LINES FROM INDOOR HEAD, THRU THE WALL & DOWN TO THE OUTDOOR UNIT

INSTALL DRAIN LINE THRU THE WALL & DOWN TO THE GROUND

INSTALL CONTROL WIRING FROM INDOOR HEAD DOWN TO OUTDOOR UNIT

INSTALL WHITE COVER OVER THE REFRIGERANT LINES & DRAIN LINE ON THE EXTERIOR OF THE HOUSE

****220 VOLT WIRING IS NOT INCLUDED****

SUPPLY PAD FOR OUTDOOR UNIT

ALL LABOR & INSTALLATION

PROJECT PRICE. \$4,680.00

EXHAUST FAN:

INSTALL 100 CFM EXHAUST FAN.

CORE DRILL THRU CEMENT BLOCK WALL

INSTALL 4" VENT THRU THE WALL

VENTING FOR FAN

****WIRING & CONTROL FOR THE FAN IS NOT INCLUDED****

PROJECT PRICE. \$390.00

\$5,070 total

I hereby agree to the work outlined above and the payment terms below.

Terms: 50% downpayment and 50% upon completion of project.

Customer Signature: _____ Date: _____

Please sign and return a copy of this estimate. The work will be scheduled at your earliest convenience.

If you have any questions regarding this estimate, please feel free to contact us.

Find out more about Brewer Heating by visiting our website at www.brewerheating.com

Check out what we're up to by liking our Facebook page: facebook.com/BrewerHeatingInc

THANK YOU FOR CHOOSING BREWER HEATING | WE GREATLY APPRECIATE YOUR BUSINESS

MAXIMUM R SPRAY FOAM, LLC

95 Wa Wa Ave
Ripon, WI 54971 US
+1 9202291366
maximumrsprayfoam@gmail.com

Estimate

ADDRESS
TRACY KLAVITER
THE KNOT SPOT
265 E HURON STREET
BERLIN, WI 54923 USA

ESTIMATE 1069
DATE 06/14/2023
EXPIRATION DATE 07/14/2023

DATE	SERVICE	DESCRIPTION	QTY	RATE	AMOUNT
	CEILING	SPRAY 4" OF CLOSED CELL SPRAY FOAM ON CEILING	1	6,400.00	6,400.00

50% DOWN TO START/SECURE PROJECT. REMAINDER DUE UPON COMPLETION.	TOTAL	\$6,400.00
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Accepted By

Accepted Date

Atomic Plumbing, LLC

PO Box 388
1145 W. Fond du lac Street
Ripon, WI 54971
Phone 920 748-2075
jeremiahstorer@yahoo.com
MP696289

Estimate

Date	Estimate #
6/16/2023	20097601

Name / Address
TRACY KLAWITTER 265 E HURON BERLIN, WI 54923

Project Name
PEDICURE CHAIRS

Description	Qty	Rate	Total
ESTIMATE TO INSTALL PLUMBING TO PEDICURE CHAIRS -CONCRETE REMOVED TO INSTALL DRAIN AND WATER LINES TO FOUR PEDICURE CHAIRS -INSTALL HOT AND COLD WATER SUPPLIES TO EACH CHAIR -INSTALL TRAP AND RECEPTOR TO EACH CHAIR -ROUGH IN DRAIN AND WATER SUPPLIES FOR HAND SINK -INSTALL UNDERGROUND WATERLINES TO BACK ROOM AND INSTALL 40 GAL ELECTRIC WATER HEATER -TIE ONTO EXISTING COLD WATER LINE TO SERVE WATER HEATER, PEDICURE CHAIRS, AND HAND SINK -TIE DRAIN LINES FOR PEDICURE CHAIRS AND HAND SINK TO EXISTING LINE IN BACK ROOM -INSTALL FLOOR DRAIN IN BACK ROOM FOR THE WATER HEATER -ELECTRIC FOR PEDICURE CHAIRS BY ELECTRICAL CONTRACTOR 4-OWNER PROVIDED PEDICURE CHAIRS 1-OWNER PROVIDED HAND SINK AND FAUCET 1-40 GAL ELECTRIC WATER HEATER WATER HEATER-\$843.20 LABOR AND MATERIALS-\$4200.00 ESTIMATE TO REMOVE AND POUR CONCRETE FOR UNDERGROUND PLUMBING -CUT AND REMOVE CONCRETE FROM BACK ROOM, BY EXISTING FLOOR DRAIN, THROUGH OPENING BY HAND SINK, PAST EXISTING TRENCH -CUT ALONG SIDE EXISTING TROUGH TO LAST PEDICURE CHAIR -AFTER PLUMBING AND ELECTRICAL ARE INSTALLED, POUR EXISTING TROUGH AND AREAS WHERE CONCRETE WERE REMOVED BACK IN		5,043.20	5,043.20
		5,680.00	5,680.00

PRICES GOOD FOR 30 DAYS

Total

\$10,723.20

Email : office@atomicplumbers.com

Signature _____

Tom Hilgart
Bill Boening, General Contractor
920-890-0819

050194

CUSTOMER'S ORDER NO.

DEPARTMENT

DATE

8-15-23

NAME

The Knot Spot

ADDRESS

E Huron

CITY, STATE, ZIP

Berlin

SOLD BY

CASH

C.O.D.

CHARGE

ON ACCT.

MDSE. RETD.

PAID OUT

QUANTITY	DESCRIPTION	PRICE	AMOUNT
1	24K, Gree mini split		
2	Heat pump / Air conditioner		
3	MD, # 2400KAO351		
4			
5	Complete install.		
6	refrigeration pipe, plain		
7			
8	Electrical work to be		
9	completed by electrician		
10			
11	2yr warranty complete		
12	10yr compressor		
13			
14	Installed price		4000.00
15			
16			
17			
18			

RECEIVED BY



City of Berlin TID # 15

Building Improvement Program Application

Applicant Information:

Name(s): Larry Lloyd _____
Phone # (cell): 630-670-3733 _____ (home): _____ (work): 920-361-4100 _____
Residential Address (street, city, state, zip): 1245 W. 95th place Chicago, Illinois 60643 _____
Email: llloyd@thelloydfirm.com _____

Business Information:

Business Name: The Lloyd Law Firm LLC _____
Business Address: 120 E. Huron Street Berlin, Wisc. 54923 _____
Business Phone #: 920-361-4100 _____
Type of Business: Law Office _____
Check One: X _____ Individual _____ Partnership _____ Corporation
Name of Partners/Corporate Officers: Larry Lloyd _____

Property Owner:

☒ Check if the same as Applicant

Name(s): Larry Lloyd _____
Phone # (cell): 630-670-3733 _____ (home): _____ (work): 920-361-4100 _____
Residential Address (street, city, state, zip): _____
Email: llloyd@thelloydfirm.com _____

Project Information:

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

Repair the roof on the property. Attached is an estimate for the work that is to be performed to prolong the life of the roof.

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

The project will ensure that the building, structurally, will remain sound and free from any damage and defects that can be caused from the water should the work not take place prior to the fall and winter months. The work I am seeking to have performed should increase the longevity of the current roof and continue to make sure the building is structurally sound and free from water-related defects, thereby making sure the building does not become a blight on the area and maintains its property value.

Estimated start date: 10/1/23 Estimated completion date: 10/5/2023

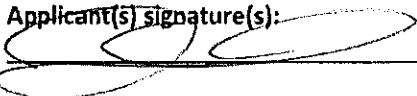
Project Budget:

Total Cost: \$8,220.00

Total Cost requesting from building program: \$4100.00

Source of other funding: self

Applicant(s) signature(s):



Date: 09/01/2023

.....For Office Use Only.....

Date received in Clerk's Office: 9/5/2023

Received by: [Signature]



Warner Commercial Roofing LLC
1006 South Lawe Street
Appleton, WI
54915

Phone: 920-707-0777

Company Representative
Michael Rueb
Phone: (920) 707-0777
michael@warnercommercialroofing.com

08/07/2023
Claim Information

Stephanie Marcin
The Lloyd Law Firm
120 East Huron Street
Berlin, WI 54923
(920) 361-4100

Job: Stephanie Marcin

Coating Section

Duro-Shield Roof Coating

- 1) Clean existing Duro-Last Roof
- 2) Apply Duro-Shield roof coating

\$8,220.00

TOTAL

\$8,220.00

Starting at \$151/month with **Acorn** • **APPLY**

Form
AT-106

Original Alcohol Beverage
License Application

FOR CLERKS ONLY
Municipality
License Period 9-15-23 / 6-30-24

License(s) Requested

- ☐ Class "A" Beer \$ _____ ☐ "Class A" Liquor \$ _____
- ☒ Class "B" Beer \$ 100 ☐ "Class B" Liquor \$ _____
- ☒ "Class C" Wine \$ 100 ☐ "Class A" Liquor (Cider Only) \$ 0
- ☐ Reserve "Class B" Liquor \$ _____ ☐ "Class B" (Wine Only) Winery \$ _____

License Fees	\$ <u>200.00</u>
Publication Fee	\$ _____
Background Check	\$ _____
Total Fees	\$ _____

Tobacco
25%

Part A: Premises/Business Information

1. Legal Business Name (registered entity name or individual's name if sole proprietorship)

Paisanos Mexican Grill LLC

2. Trade Name or DBA

3. Premises Address

303 N Washington St

4. County

Green Lake

5. Municipality

Berlin

6. Aldermanic District

7. Mailing Address (if different from premises address)

8. FEIN

87-2105888

9. Wisconsin Seller's Permit Number

456-1030817284-02

10. Premises Phone

920-290-3331

11. Premises Email

12. Entity Type (check one)

- ☐ Sole Proprietor ☐ Partnership ☒ Limited Liability Company ☐ Corporation ☐ Nonprofit Organization

13. Premises Description - Describe the building or buildings where alcohol beverages are to be sold and stored. Describe all rooms including living quarters, if used, for the sales, service, consumption, and/or storage of alcohol beverages and records. Alcohol beverages may be sold and stored ONLY on the premises described in this application. Attach additional sheets if necessary.

Restaurant, Beer & wine will be stored in storage room within the building, beer & wine will also be stored in fridge located in dining area. Beer & wine will also be consumed in dining area.

Part B: Questions

1. Have the partners, agent, or sole proprietor satisfied the responsible beverage server training requirement for this license period? Submit a copy of Responsible Beverage Server Training Course Certificate ☒ Yes ☒ No
2. Does the applicant business or its partners, officers, directors, managing members, or agent hold a direct or indirect interest in any alcohol beverage wholesaler or producer (e.g., brewer, brewpub, winery, distillery)? ☐ Yes ☒ No
If yes, please explain using the space below. Attach additional sheets if necessary.

Part C: For Corporate/LLC Applicants Only

1. State of Registration Wisconsin		2. Date of Registration 08-02-21
3. Is the applicant business owned by another corporation or LLC? If yes, please provide the name and FEIN of the parent company below, include parent company members in Part D, and attach Form AT-103 for all of the parent company's principal members, managers, officers, or directors <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
Name of Parent Company		FEIN of Parent Company
4. Does the parent company or any of its officers, directors, managing members, or agent hold any direct or indirect interest in any other alcohol beverage wholesaler or producer (e.g., brewer, brewpub, winery, distillery)? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No If yes, please explain using the space below. Attach additional sheets if necessary.		
5. Agent's Last Name	Agent's First Name	Phone

Part D: Individual Information

A Supplemental Questionnaire, Form AT-103, must be completed and attached to this application for each person involved in the applicant business and any parent company as indicated in Part C. Persons in the applicant business include: sole proprietor, all officers, directors, and agent of a corporation or nonprofit organization, all partners of a partnership, and all managing members and agent of a limited liability company.

List the full name, title, and phone number for each person below. Attach additional sheets if necessary.

Last Name	First Name	Title	Phone
Vega Fuentes	Michelle	Appointed Agent	9203125853

Part E: Attestation

Who must sign this application?

- sole proprietor • one general partner of a partnership • one corporate officer • one managing member of an LLC

READ CAREFULLY BEFORE SIGNING: Under penalty of law, I have answered each of the above questions completely and truthfully. I agree that I am acting solely on behalf of the applicant business and not on behalf of any other individual or entity seeking the license. Further, I agree that the rights and responsibilities conferred by the license(s), if granted, will not be assigned to another individual or entity. I agree to operate this business according to the law, including but not limited to, purchasing alcohol beverages from state authorized wholesalers. I understand that lack of access to any portion of a licensed premises during inspection will be deemed a refusal to allow inspection. Such refusal is a misdemeanor and grounds for revocation of this license. I understand that any license issued contrary to Wis. Stat. Chapter 125 shall be void under penalty of state law. I further understand that I may be prosecuted for submitting false statements and affidavits in connection with this application, and that any person who knowingly provides materially false information on this application may be required to forfeit not more than \$1,000 if convicted.

Signature Nancy Caballero		Date 07/24/23
Name (Last, First, M.I.) Caballero, Nancy, E		
Title Member	Email lil.charly@hotmail.com	Phone 9202521665

Part F: For Clerk Use Only

Date application was filed with clerk 08-03-2023	Date reported to governing body	Date provisional license issued (if applicable)
Date license granted	License number 2023-17B417C	Date license issued
Signature of Clerk/Deputy Clerk Chibant		

Form
AT-103Alcohol Beverage License Application
Supplemental Questionnaire

This form must be submitted to the municipal clerk, and be accompanied by one or more of the following forms: AT-104, AT-106, AT-108, AT-115, or AT-200. One Form AT-103 must be completed by each person involved in the applicant business or parent company including:

- sole proprietor
- all officers, directors, and agent of a corporation or nonprofit organization
- all partners of a partnership
- managing members and agent of a limited liability company

Your alcohol beverage application or renewal is not complete until all required Supplemental Questionnaires are submitted.

Part A: Premises/Business Information				
1. Registered Entity Name (or individual name if sole proprietor) Paisanos Mexican Grill LLC				
2. Trade Name or DBA				
3. Entity Type (check one)				
<input type="checkbox"/> Sole Proprietor	<input type="checkbox"/> Partnership	<input checked="" type="checkbox"/> Limited Liability Company	<input type="checkbox"/> Corporation	<input type="checkbox"/> Nonprofit Organization

Part B: Individual Information				
1. Name (Last, First, M.I.) Vega Fuentes, Michelle, K				
2. Relationship to Registered Entity (Title) Agent		3. Email fuentesvegamk@gmail.com		4. Phone 920-312-5853
5. Home Address 199 mound st				
6. City Berlin	7. State WI	8. Zip Code 54923	9. Date of Birth 7/27/95	
10. Drivers License/State ID Number V215-5519-5767-05		11. Drivers License/State ID State of Issuance Wisconsin		

Part C: Address History	
List in chronological order your last two residence addresses within the last 5 years.	
Previous Address 1 201 E 1st ST	
Previous City, State, Zip Janesville, MN 56048	Dates (MM/YYYY - MM/YYYY) 04/2022 - 07/2023
Previous Address 2 5 Emerald Lane	
Previous City, State, Zip Omro WI 54963	Dates (MM/YYYY - MM/YYYY) 07/2017 - 05/2021

Part D: Employment History	
List in chronological order your last two employers within the last 5 years.	
Employer's Name Polaris	
Employer's Address 301 5th Ave SW, Roseau, MN 56751	Dates Employed (MM/YYYY - MM/YYYY) 07/2023 - 07/2023
Employer's Name Janesville Waldorf Pemberton Elementary	
Employer's Address 110 E 3rd St, Janesville MN 56048	Dates Employed (MM/YYYY - MM/YYYY) 09/2022 - 04/2023

Part E: Criminal History

1. Have you ever been convicted of any offenses (other than traffic offenses unrelated to alcohol beverages) for violation of any federal, Wisconsin, or another state's laws or of any county or municipal ordinances? ☐ Yes ☒ No

If yes to question 1, please list details of each conviction below. Attach additional sheets as needed.

Law/Ordinance Violated	Trial Date
------------------------	------------

Penalty Imposed	Was sentence completed? <input type="checkbox"/> Yes <input type="checkbox"/> No
-----------------	--

Law/Ordinance Violated	Trial Date
------------------------	------------

Penalty Imposed	Was sentence completed? <input type="checkbox"/> Yes <input type="checkbox"/> No
-----------------	--

2. Are charges for any offenses currently pending against you (other than traffic offenses unrelated to alcohol beverages) for violation of any federal, Wisconsin, or another state's laws or any county or municipal ordinances? ☐ Yes ☒ No

If yes to question 2, describe nature and status of pending charges using the space below. Attach additional sheets as needed.

Part F: Questions

1. Have you lived in any state other than Wisconsin as an adult? If yes, please list them in the space below. If no, continue to question 2. ☒ Yes ☐ No

Minnesota

2. How long have you continuously lived in Wisconsin prior to the date of application?	Years 26	Months 8
--	-------------	-------------

3. Do you hold a direct or indirect interest in any alcohol beverage wholesaler or producer (e.g. brewer, brewpub, winery, distillery)? If yes, please explain using the space below. Attach additional sheets as needed. ☐ Yes ☒ No

Part G: Attestation

READ CAREFULLY BEFORE SIGNING: I understand that any license issued contrary to Wis. Stat. Chapter 125 shall be void under penalty of state law. I further understand that I may be prosecuted for submitting false statements and affidavits in connection with this application, and that any person who knowingly provides materially false information on this application may be required to forfeit not more than \$1,000 if convicted.

Signature Michelle Vega	Date 07/25/23
----------------------------	------------------

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

Submit to municipal clerk.

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

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

The undersigned duly authorized officer/member/manager of Paisanos Mexican Grill LLC
(Registered Name of Corporation / Organization or Limited Liability Company)

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

Paisanos Mexican Grill LLC
(Trade Name)

located at 303 N Washington St, Berlin, WI 54923

appoints Michelle Kimberly Vega Fuentes
(Name of Appointed Agent)

199 mound st Berlin WI 54923
(Home Address of Appointed Agent)

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

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

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

How long immediately prior to making this application has the applicant agent resided continuously in Wisconsin? 1995 - 2022 / July 2023 - current

Place of residence last year APR '22 - JUL 4 '23 (201 G 1st St Janesville MN 56018)

For: Paisanos Mexican Grill LLC
(Name of Corporation / Organization / Limited Liability Company)

By: Nancy Cabrallero
(Signature of Officer / Member / Manager)

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

ACCEPTANCE BY AGENT

I, Michelle Kimberly Vega Fuentes, hereby accept this appointment as agent for the
(Print / Type Agent's Name)

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

Michelle Vega 07/25/23 Agent's age 27
(Signature of Agent) (Date)
199 mound st Berlin WI 54923 Date of birth 07/27/95
(Home Address of Agent)

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

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

Approved on 07-31-23 by [Signature] Title POLICE CHIEF
(Date) (Signature of Proper Local Official) (Town Chair, Village President, Police Chief)

Application for Cigarette and Tobacco Products Retail License

Submit to municipal clerk.

MUNICIPAL USE ONLY

Applicant's Wisconsin 15-digit Sales Tax Account Number
456-1030817284-02

← This must be issued in the same Legal Name of the licensee below.

License Number	2023-09T
Period Covered	Sept 2023-6/30/2024
Date of Issuance	9-12-2023/6-30-2024

Legal Name (corporation, limited liability company, partnership or sole proprietorship) Paisanos Mexican Grill LLC			Federal Employer Identification No. (FEIN) 87-2105888	
Trade or Business Name (if different than Legal Name)			Telephone Number 920 312 5853 (920) 290 3331	
Business Address (License Location) 303 N Washington St		Business Located In <input checked="" type="checkbox"/> City <input type="checkbox"/> Village <input type="checkbox"/> Town		Business Telephone (920) 290 3331
Municipality Berlin	State WI	Zip Code 54923	of: Berlin	County Green Lake
Mailing Address (if different than Business Address)		Municipality		State WI
				Zip Code 54923

Organization (check one)

- ☐ Sole Proprietor ☐ Wisconsin Corporation – Enter date incorporated: _____
- ☐ Partnership ☐ Out-of-State Corporation – Are you registered to do business in Wisconsin? ☐ Yes ☐ No
- ☒ Other (describe) **Limited Liability Company**

- ☒ Yes ☐ No 1. Does the applicant understand that they must purchase cigarettes and tobacco products only from distributors, jobbers, or subjobbers, who hold a permit with the Wisconsin Department of Revenue?
- ☒ Yes ☐ No 2. Does the applicant understand that they must obtain a Tobacco Products Distributor permit if purchasing untaxed tobacco products from an out-of-state company? (Tobacco Products Distributor permit is available from the Wisconsin Department of Revenue at 608-266-6701. See application form CTP-129, revenue.wi.gov/dorforms/ctp-129.pdf.)
- ☒ Yes ☐ No 3. Does the applicant understand that they cannot purchase/exchange cigarettes or tobacco products from another retailer, including transferring existing stock to a new owner?
- ☒ Yes ☐ No 4. Does the applicant understand that they must provide employees with tobacco sales training approved by the Wisconsin Department of Health Services? (<https://witobaccocheck.org>)
- ☒ Yes ☐ No 5. Does the applicant understand that they may not sell, give or otherwise provide cigarettes/tobacco products and nicotine products to minors (including electronic cigarettes containing nicotine)?
- ☒ Yes ☐ No 6. Does the applicant understand that they may not sell single cigarettes?
- ☒ Yes ☐ No 7. Does the applicant understand that cigarette and tobacco products invoices must be kept on the licensed premises for two years from the date of the invoice and be available for inspection by the Wisconsin Department of Revenue/law enforcement and that failure to comply can result in criminal penalties, including loss of cigarettes/tobacco products?
- ☒ Yes ☐ No 8. Does the applicant understand that only cigarettes and roll-your-own (RYO) tobacco products listed on the Wisconsin Department of Justice's website labeled "Directory of Certified Tobacco Manufacturers and Brands" at www.doj.state.wi.us/dls/tobacco-directory may be sold in Wisconsin?

Cigarettes / Tobacco will be sold ☒ over counter ☐ through vending machine. ☐ both

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

Nancy Caballero
(Officer of Corporation / Member / Manager of Limited Liability Company / Partner / Individual)

Applicable Laws and Rules

This document provides statements or interpretations of the following laws and regulations in effect as of September 19, 2019: Sections 134.65, 134.66, 139.321, 139.79, 139.76, 995.10, and 995.12, Wis. Stats.



City of Berlin RESOLUTION #23-10

A RESOLUTION AUTHORIZING THE DIRECT CHARGE OF PUBLIC FIRE PROTECTION

WHEREAS, the City of Berlin, Green Lake and Waushara Counties, Wisconsin (the "Municipality") owns and operates Berlin Municipal Water and Sewer Utility (PSC ID# 480) (the "Utility") as a public utility; and

WHEREAS, the Municipality provides fire protection for the benefit of the public health, safety, and well-being of its residents; and

WHEREAS, the Utility is authorized by the Wisconsin Public Service Commission (the "PSC") to recover the cost of providing and maintaining water system infrastructure including but not limited to fire hydrants used for public protection; and

WHEREAS, the Municipality has determined it is in the public interest to change the portion in the manner in which public fire protection charges are paid from a municipal charge (via tax roll) basis, to a direct charge on water bills based on an equivalent meter basis, thus, allowing for the collection of public fire protection charges from property owners not presently subject to property taxes; and

WHEREAS, the Municipality has determined to shift the entire municipal charge amount of \$247,775 to a direct charge on water bills based on an equivalent meter basis; and

WHEREAS, the direct charge will be applicable to general and non-general service customers who own property that is located both within the municipal limits and in an area where the Utility has an obligation to provide water for public fire protection; and

WHEREAS, \$247,775, plus the current direct charges, of Public Fire Protection charges shall be a direct charge on water bills as of the rate implementation date determined through the Test Year 2024 Conventional Rate Case; and

WHEREAS, Wis. Stat. Sec. 196.03(3)(b), allows the Municipality to collect the Public Fire Protection charge either through the tax levy or as a direct charge on the Utility bills; and

NOW, THEREFORE, BE IT RESOLVED, that the City Council, requests that Berlin Municipal Water and Sewer Utility (PSC ID# 480) apply to the PSC for authority to establish all Public Fire Protection charges be a direct charge on water bills to collect Public Fire Protection Charges for the City; and

NOW, THEREFORE, BE IT ALSO RESOLVED, that this change shall be effective upon review and approval by the PSC.

ADOPTED by the City Council of the City of Berlin, Green Lake and Waushara Counties, Wisconsin on the 12th day of September, 2023.

ROLL CALL VOTE:

CITY OF BERLIN

_____ AYES

BY: _____

Joel Bruessel, Mayor

_____ NAYS

_____ ABSENT

ATTEST: _____

Sara Rutkowski

City Clerk

Sara Rutkowski

From: Michael Hopkins <mth@ip-lit.us>
Sent: Wednesday, August 23, 2023 1:08 PM
To: Tim Ludolph; Sara Rutkowski
Subject: Resignation from Planning Commission

Tim & Sara:

As you may have heard, Jane and I have sold our house and will be moving back to the Milwaukee area within the next few weeks. We have a lot of packing and scheduling to do. Consequently, I am hereby resigning my position on Berlin's Planning Commission, effective immediately.

I would be most appreciative if Tim could pick up the box of records from his office which I have here. Just let me know when you will be stopping by so that I make sure we are home.

Thank you.

Mike Hopkins

485 Hillside Dr.
Berlin, WI 54923

Cell: 414-313-7747
email: mth@ip-lit.us

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

Name: LUANN BEYER

Address: 357 N. CAPRON ST.

Phone: Day 920-229-5699 Evening _____

E-mail address: dani1u129@gmail.com

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

Area of Interest:

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

Applicant Questions (attach additional sheets if necessary)

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

No

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

I'm A LIFE LONG RESIDENT OF BERLIN AND AS A RECENT RETIRED PERSON I HAVE THE TIME TO DEDICATE IN SERVING

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

26 YEARS AT BERLINFOUNDRY AS A DATA BASE ADMINISTRATOR & 16 YEARS AT GELHAR SAND AS AN ADMINISTRATIVE MGR. I HAVE ALWAYS BEEN IN MGT POSITIONS + KNOW HOW TO WORK WITH OTHERS TO ACHIEVE GOALS

4. Please provide any additional information for consideration: _____

Name: Susan Thom

Address: 398 NW CUMBERLAND BERLIN WI 54923

Phone: Day 920-369-8400 Evening 920-369-8400

E-mail address: sthom90@yahoo.com

☐ Board of Review
☐ Parks & Recreation Commission
☐ Plan Commission
☐ Police & Fire Commission
☐ Water & Sewer Commission
☐ Zoning Board of Appeals
☐ Other _____

☐ Oakwood Cemetery Board
☐ Committee On Aging
☐ Common Council Vacancy, Ward # _____
☒ Community Development Authority
☐ Housing Task Force
☐ Library Board

no issues attending meetings

and it is important to have Berlin continue
- to grow and survive as a great community
to live in

along with working as deputy Clerk for
7 years

4. Please provide any additional information for consideration: _____

8/21/23, 2:31 PM
Page 1 of 3

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

Name: Tracy Klawitter
Address: 391 South West Ceresco Street Berlin, Wisconsin 54923
Phone: Day 920-361-9801 CELL Evening

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

Area of Interest:

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

Applicant Questions: Please return only Page one for consideration.

1. Please indicate why you are interested in serving on any of the above Board, Committee or Commission: I am a lifetime resident, over 40 years. I have genuine interest in bettering our community, in ways I am capable of helping.

2. What knowledge, experience, or abilities do you have that would make you an effective board member: I am willing to do the work. Reach out to residents, have conversations with reasoning and set guidelines in mind. I have a good "radar" for ability vs unwillingness to come to a solution. Asking questions and coming to factual conclusion that is safe and effective for everyone is the goal.

3. Do you have any issues with attending meetings at the specified times? (See Meeting Schedule)
If I have adequate timeline, I can arrange my schedule as needed. I do own my own small business; however, my schedule is set for months in advance.

4. Please provide any additional information for consideration:



September 1st, 2023

Dear Sir or Madame:

RE: RFP for Solid Waste and Recycling Contract

The City of Berlin is seeking Request for Proposals for a five-year garbage and recycling contract. Enclosed is a copy of our current solid waste disposal and collection ordinance that must be complied with.

In the bid tab in "Attachment A", there are two different requests for bids as follows:

- 1) Pricing for collection using a cart system with weekly garbage pick-up and weekly recycling pick-up.
- 2) Pricing for collection using a cart system with weekly garbage pick-up and every-other-week recycling pick-up.

Please provide a detailed plan for a bulky waste pickup or drop off that will allow city residents to dispose of bulky waste during each calendar year.

Send completed Requests for Proposals to City of Berlin, 108 N. Capron St., P.O. Box 272, Berlin, WI 54923. Envelopes shall be clearly marked "Solid Waste and Recycling". Please have returned to the City by September 29th, 2023.

Thank you for your time and consideration. If there are questions please contact Scott Zabel, Public Works Superintendent at (920)-361-5425.

Regards,

Scott Zabel, Public Works Superintendent

ATTACHMENT A

Request for Proposal

Sanitation and Recycling 2024-2028

1. Price structure for weekly garbage pick-up with 95 gallon cart, weekly recycling with 65 gallon carts.

Year	Refuse	Recycle	Total
2024	\$_____	\$_____	\$_____
2025	\$_____	\$_____	\$_____
2026	\$_____	\$_____	\$_____
2027	\$_____	\$_____	\$_____
2028	\$_____	\$_____	\$_____

2. Price structure for weekly garbage pick-up with 95 gallon cart, every other week recycling with 65 gallon carts.

Year	Refuse	Recycle	Total
2024	\$_____	\$_____	\$_____
2025	\$_____	\$_____	\$_____
2026	\$_____	\$_____	\$_____
2027	\$_____	\$_____	\$_____
2028	\$_____	\$_____	\$_____

(Company Name)

(Company Address)

(Signature)

(Date)

(Title)

To: Common Council

From: Chief of Police Brian Pulvermacher

Date: 09/08/2023

RE: Police and Fire Commission Recommendation to eliminate Pre-Employment Agreement Accounts

Background:

Since 2006, Berlin PD has had new officers sign a Pre-Employment Agreement. This agreement facilitated the City withholding \$6000 over the officer's first 3y of employment with the City. If the employee left within the 3y, the City kept the officer's money. The intention was to help re-coop some of the training and equipment expense associated with new officers.

I am concerned that we are the only Agency (I am aware of) doing this with staff that have already attended the Academy. The trouble with this practice is that it sets a tone early in an employee's career that they are not trusted. It further establishes a mindset with some that "as soon as I get my money, I am going to... (potentially seek a lateral transfer to another Agency)". There is limited financial gain for the City and the practice could plant a toxic seed of thought when we are trying to retain employees.

I ask the City Council to discontinue the existing practice of requiring the pre-employment agreement with sworn officers and refund all current amounts being held for current staff members.

2023 TOTAL Ins	\$ 592,278.96
2023 HSA Total	\$ 42,375.00

Option 1:	#	Cost	SUM	Year Cost	2023 Difference
Deductible: 3500/7000					\$ 58,799.64
Employee	15	\$ 598.44	\$ 8,976.60	\$ 107,719.20	\$ (12,948.84) S&W
Limited Family	10	\$ 1,137.54	\$ 11,375.40	\$ 136,504.80	\$ (16,213.80) EMS
Family	19	\$ 1,784.45	\$ 33,904.55	\$ 406,854.60	\$ (2,568.00) PD
					General City Total
		TOTAL		\$ 651,078.60	\$ 27,069.00

Option 2:	#	Cost	SUM	Year Cost	2023 Difference
Deductible: 4000/8000					\$ 20,852.28
Employee	15	564.33	\$ 8,464.95	\$ 101,579.40	\$ (5,080.08) S&W
Limited Family	10	1071.35	\$ 10,713.50	\$ 128,562.00	\$ (7,197.60) EMS
Family	19	1679.78	\$ 31,915.82	\$ 382,989.84	\$ (2,568.00) PD
					General City Total
		TOTAL		\$ 613,131.24	\$ 6,006.60

Option 3: Employee Contribution	#	Cost	SUM	Year Cost
Employee	15	\$ 10.00	\$ 150.00	\$ 1,800.00
Limited Family	10	\$ 25.00	\$ 250.00	\$ 3,000.00
Family	19	\$ 50.00	\$ 950.00	\$ 11,400.00
			TOTAL	\$ 16,200.00

Additional Information

S&W Dept - Current	Total	\$ 121,419.12
S&W Dept - Option 1	Total	\$ 134,367.96
	2023 Difference	\$ 12,948.84

S&W Dept - Option 2	Total	\$ 126,499.20
	2023 Difference	\$ 5,080.08

EMS Dept - Current	Total	\$ 139,246.80
EMS Dept - Option 1	Total	\$ 155,460.60
	2023 Difference	\$ 16,213.80

EMS Dept - Option 2	Total	\$ 146,444.40
	2023 Difference	\$ 7,197.60

PD Dept - Union	Total	\$ 2,568.00
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CITY OF BERLIN - LIQUOR LICENSE QUESTIONNAIRE

The City of Berlin City Council makes the final determination of the recipient of “Class B” Intoxicating Liquor Licenses. The goal of the City Council in choosing the recipient of a “Class B” license is to encourage private investment and garner the greatest economic impact for the City.

Please provide as much detail as possible to each of the criteria and comment if an item does not pertain to your business. You are welcome to attach additional sheets or documentation.

Name (individual / partners / corporations / limited liability companies):

Trade Name d/b/a:

Address / Location where license will be used:

If the location of your establishment has a current liquor license under a different legal entity, please list that entity’s name and business:

Below or on an additional page, please quantify the anticipated economic impact of your business to the City of Berlin. Include your business plan, proposal and why your application should be recommended for approval. Attachments are acceptable.

If this is an existing business in the City of Berlin, please continue to **Part A**.

If this is a new/proposed business in the City of Berlin, please continue to **Part B**.

PART A: EXISTING BUSINESS

Date business opened: _____

Hours of operation:

Current number of full-time staff: _____

Current number of part-time staff: _____

Do you anticipate hiring additional staff should you be issued license: YES NO

If yes, how many and please indicate if full-time or part-time:

If you serve food, please attach a menu to your submission.

Number of Interior Seating: _____ Number of Exterior Seating: _____

Square footage of interior: _____

Parking Availability: ON-SITE/PRIVATE PUBLIC STREET / PUBLIC LOT

Number of parking stalls available: _____

Do you own or lease the property: OWN LEASE

PART B: NEW / ANTICIPATED BUSINESS

Anticipated opening date: _____

Anticipated hours of operation:

Estimated number of full-time staff: _____

Estimated number of part-time staff: _____

Do you anticipate serving food? YES NO

If yes, please provide details on menu options or attach a draft menu:

Number of Interior Seating: _____ Number of Exterior Seating: _____

Square footage of interior: _____

Parking Availability: ON-SITE/PRIVATE PUBLIC STREET / PUBLIC LOT

Number of parking stalls available: _____

Do you own or lease the property: OWN LEASE

Staff Section:

Date of initial Application: _____

Date Application approved by City Attorney and City Staff: _____

Additional Notes: _____

Attach Liquor License Application ____



City of Berlin
108 N. Capron St. Berlin, WI 54923
Phone: 920-361-5400

(DATE)

(Establishment name)

(Address)

(Address)

RE: "Class B" Intoxicating Liquor License

Dear (Establishment):

The City of Berlin's Ordinance Section 6-3 states an establishment that holds a liquor license must be in operation 150 days during the term of such license. I have attached a copy of that ordinance and highlighted the relevant part for clarity.

Due to an increased request of "Class B" Intoxicating Liquor Licenses, which are restricted in number by State statute, City Council has needed to take a look at the licenses currently allocated in the City of Berlin. City Council has asked Staff to reach out to July 1, 2022 – June 30, 2023 "Class B" Liquor License holders and ask for proof of sales for 150 days during that license term. The establishment listed above was awarded a license for the full July 1, 2022 – June 30, 2023 term.

Staff is aware this request has not occurred in the past and are available to assist with providing this information. We also understand it may require considerable time. Please reach out to staff with this information within 30 days of receipt of this letter.

If you have any questions, please feel free to contact me directly with my information provided below.

Thank you,

Sara Rutkowski

City Administrator/Clerk-Treasurer
108 N. Capron St.
Berlin, WI 54923
920-361-5409
srutkowski@cityofberlin.wi.gov

Sec. 6-3. - Revocation and suspension of licenses; nonrenewal.

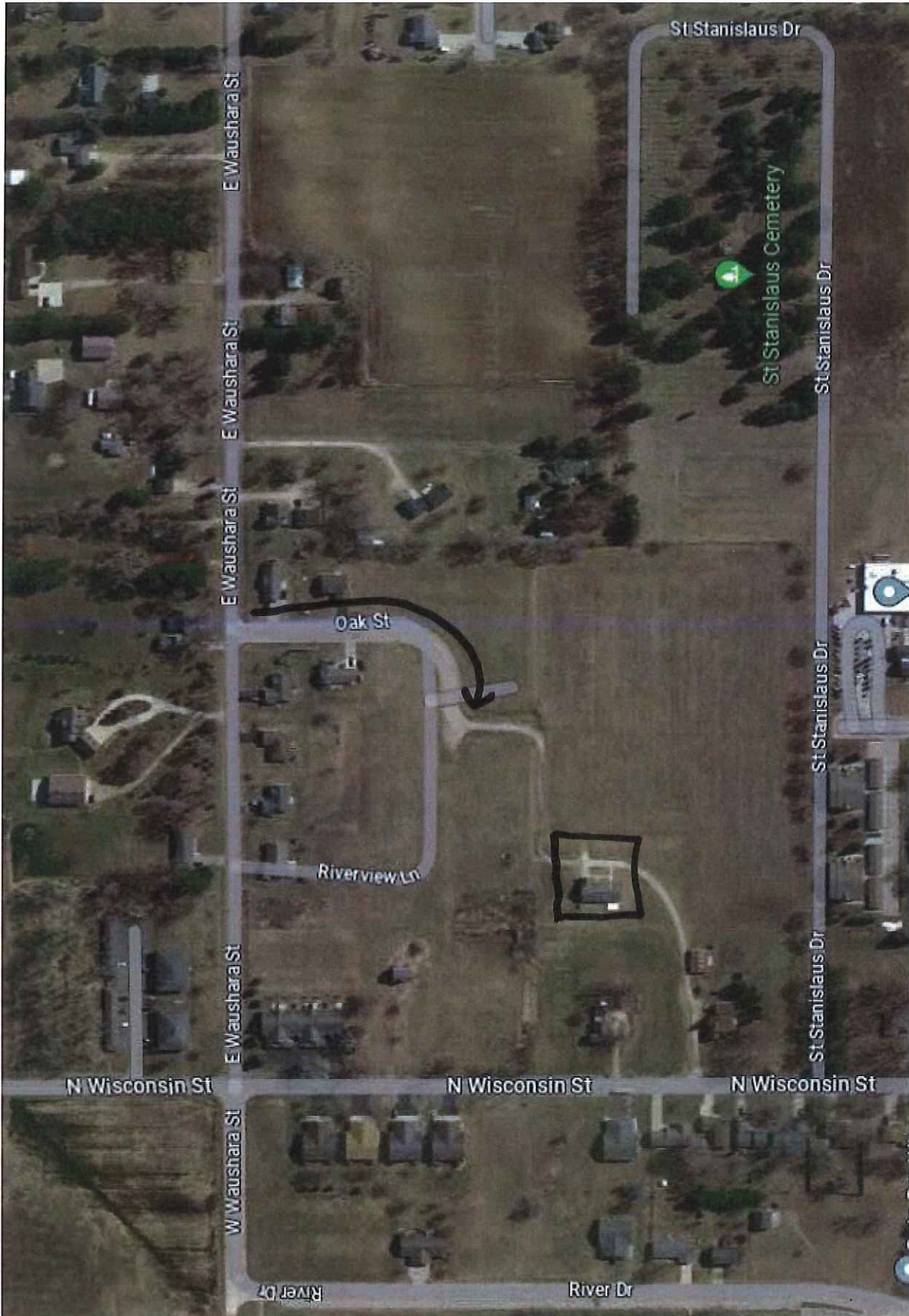
- (a) When the holder of any license under this chapter violates any portion of this chapter or applicable state statutes, proceedings for the revocation or suspension of such license may be instituted in the manner and under the procedure established by the applicable provisions of Wis. Stats. ch. 125.
- (b) Any licensee holding a license to sell alcohol beverages who abandons such business shall forfeit any right of preference the licensee may have to the holding of or renewal of such license. Abandonment shall be sufficient grounds for revocation of any alcohol beverage license. The closing of the licensed premises for at least six months shall be prima facie of abandonment, unless extended by the common council. All persons issued a license to sell alcohol beverages in the city for which a quota exists limiting the number of such licenses that may be issued by the city shall cause such business described in such license to be operated on the premises described in such license for at least 150 days during the term of such license, unless such license is issued for a term of less than 180 days, in which event this subsection shall not apply.

(Ord. No. 172-99, § 7-2-17, 5-11-1999)

**2022 - 2023 CLASS "A" & CLASS "B" BEER
"CLASS A" & "CLASS B" INTOXICATING LIQUOR LICENSE AND "CLASS C" WINE
LICENSES**

Notice is hereby given that the following applications for licenses to deal in intoxicating liquor have been filed with the City Clerk of the City of Berlin, Wisconsin for the year ending June 30, 2023:

Condon Oil Company, Kraig Bauman, 434 Stonehedge Court, Ripon, Agent for Berlin BP, 247 Ripon Road, Class "A" beer license and "Class A" liquor (Cider only) license
Kwik Trip, Inc., Andrew J. Tessaro, 274 N Hunter St, Berlin Agent for Kwik Trip #777, 270 Broadway, Class "A" beer license and "Class A" liquor license
Cheema & Cheema LLC, Inderjeet Cheema, 538 Ann Court, Berlin, Agent for Malchetske on Broadway, 265 Broadway, Class "A" beer and "Class A" liquor license
Dolgencorp, LLC, 289 S Church St. Berlin, WI, Kelli Van Bendegon, Agent for Dollar General #6966, Class "A" Beer license and "Class A" Liquor license
HIMGIRI LLC, dba Berlin Oil, Buddi Subedi, 3045 Winnipeg St, Menasha, WI 54952, Agent for Berlin Oil, 703 Broadway, Class "A" beer license and "Class A" liquor license
Wal-Mart Stores East, LP, Todd Janzen, 479 Center Street, Berlin, Agent for Wal-Mart #1727, 861 County Rd F, Berlin Class "A" beer and "Class A" liquor license
Berlin Lanes LLC, Eric Berndt, 119 N Pearl St, Berlin, Agent for Berlin Lanes LLC, 119-123 N Pearl Street, Berlin, Class "B" beer and "Class B" liquor license
Bijak's Culinary Café, LLC, Nicholas Bijak, 567 E Marquette St, Berlin, Agent for Bijak's Culinary Café, LLC, Class "B" Beer and "Class C" Wine license
Buckys Bar LLC, Stacy Zietlow, W1162 Cty Rd X, Berlin, Agent for Buckys Bar LLC, 115 W Huron Street, Berlin, Class "B" beer and "Class B" liquor license
Boomba's LTD, Benjamin J. Bombinski, 225 Broadway, Berlin, Agent for Boomba's LTD dba Clem's Bar, 223 Broadway, Berlin, Class "B" beer and "Class B" liquor license
Boeck's Rentals LLC, Frank H. Boeck, W2110 Puchyan Rd. Berlin, Agent for Driftwood, 209 Broadway, Berlin, Class "B" beer and "Class B" liquor license
Hoot N' Hollar LLC, Ajshe Jecevicus, N470 County Road XX, Berlin, Agent for Hoot 'Nannys, 122 E Huron Street, Class "B" beer and "Class B" liquor license
Izzy's Dockside Diner, Inc., Ajshe Jecevicus, N470 County Road XX, Berlin, Agent for Izzy's Dockside Diner, 186 Broadway, Berlin, Class "B" beer and "Class B" liquor license
Jeff's on the Square, L.L.C., Jeffery M. Bending, 535 Van Horn Street, Berlin, Agent for Jeff's on the Square L.L.C, 116 N Capron Street, Berlin, Class "B" beer and "Class B" liquor license
Lopez Restaurants LLC dba Las Brasas Mexican Restaurant, Aidee Lopez, 312 Ripon Rd, Berlin, Agent for Las Brasas Mexican Restaurant, 215 Ripon Road, Class "B" beer and "Class B" liquor license
Patricia D. Day, 9041 Timberlane Rd, Woodruff, Agent for Misty Inn, 221 Broadway, Class "B" beer and "Class B" liquor license
Mark R. Vandre, 114A North Capron Street, Berlin, Agent for The Rendezvous, 114 N Capron Street, Class "B" beer and "Class B" liquor license
The Art Bar, LLC, Michelle Ann Omichinski, 136 Pierce St, Berlin, Agent for The Art Bar & Boutique, 114 W Huron St, Class "B" beer and "Class B" liquor license
The Triple Belt Corporation, Lucinda Kujawa, 622 Van Horn Street, Berlin, Agent for City Inn, 689 Broadway, Berlin, Class "B" beer and "Class B" liquor license
Wells-Krause Post No. 2925 of the Veterans of Foreign Wars of the United States, Department of Wisconsin, Richard Bartol, W769 Klondike Rd, Berlin, Agent for Wells-Krause VFW Post 2925, 420 N Wisconsin Street, Class "B" beer and "Class B" liquor license



To: Committee of the Whole
Date: September 8, 2023
RE: Preliminary Budget Discussion
From: City Administrator

We have items we need to discuss for me to continue working on the budget for 2024:

- 1) Possible Equipment Borrowing *-nothing from Baird yet. Once received, will send.*
- 2) Police Department Possible Academy Recruitment (see following page)
- 3) Pool

To: Common Council

From: Chief of Police Brian Pulvermacher

Date: 09/08/2023

RE: Police and Fire Commission Recommendation to budget for Academy Recruitment in 2024 Budget

Background:

I would like to initiate consideration of hiring non-certified candidates. With a dwindling pool of applicants, many Departments are sponsoring officers to attend the Recruit Academy. These employees need to attend the Academy to become certifiable as a sworn LE officer. For the City's eligibility to be reimbursed by the State for those Academy expenses, an employee has to be on payroll prior to setting foot in the Academy. Many Agencies are paying a "training wage" which does not have to be congruent to a certifiable officer's wage. By doing so, the candidate is eligible for Worker's Comp insurance if they were injured during the training. While some Departments do not pay a wage, I am concerned that an injured candidate without Worker's Comp could subject the City to liability since we sponsored the training.

The Academy costs a little less than \$6000. If a training wage of \$15hr was paid for duration of the 720hr Academy, wages would cost \$10800 for a total of a little under \$19000. Upon successful completion of the Academy the City would be eligible for reimbursement of the almost \$6000. By comparison, a certifiable officer (in the same time period of 720hr) at the current starting wage of \$27.48 would make about \$19800. Therefore, we would have to run short staffed for the duration of the Academy, but we would be able to absorb the training wage and Academy cost in our current wage line. Any surplus in the difference could help offset overtime potentially created by the staff shortage. This arrangement would include the use of an agreement facilitating the City's ability to recover some of the expenses if an employee left BPD within 5y.

I ask the Common Council to allow wages to be used when necessary to sponsor candidates and pay a training wage to non-certified officer candidates beginning in 2024.

Administrator Note: This would require the creation of a new job description and salary scale placement.

CITY OF BERLIN
Budget: Parks Pool Expenditure Budget
Current Period: SEPTEMBER 30 2023

Account	OBJECT Descr	2022 Budget	2022 Amt	2023 Budget	2023 YTD Amt	2024 Budget	Yr Budget Diff	Nxt Budget Diff
ACCT 42002 Swimming Pool								
E 10-55-42002-120	Wages	\$59,000.00	\$45,215.35	\$65,000.00	\$49,323.43	\$70,000.00	\$5,000.00	
E 10-55-42002-122	Concession Stand Wages	\$4,517.00	\$3,514.76	\$8,000.00	\$5,515.38	\$8,000.00	\$0.00	
E 10-55-42002-125	Miller Pool Wages	\$10,000.00	\$4,279.92	\$10,000.00	\$1,742.83	\$0.00	-\$10,000.00	
E 10-55-42002-220	Utilities	\$22,000.00	\$23,244.91	\$22,000.00	\$12,893.03	\$27,000.00	\$5,000.00	
E 10-55-42002-330	Conferences and Training	\$1,000.00	\$626.76	\$1,000.00	\$792.51	\$1,000.00	\$0.00	
E 10-55-42002-340	Operating Supplies	\$18,450.00	\$19,157.88	\$18,450.00	\$26,508.68	\$22,500.00	\$4,050.00	
E 10-55-42002-347	Concession Supplies	\$13,000.00	\$15,452.27	\$16,000.00	\$13,259.40	\$16,000.00	\$0.00	
E 10-55-42002-360	Other Repairs & Maintenance	\$2,705.00	\$2,871.99	\$10,100.00	\$100.23	\$10,100.00	\$0.00	
E 10-55-42002-380	Equipment & Structures	\$15,470.00	\$15,931.39	\$15,470.00	\$6,647.59	\$15,470.00	\$0.00	
E 10-55-42002-390	Miscellaneous	\$0.00	\$0.00	\$0.00	\$415.00	\$0.00	\$0.00	
E 10-55-42002-415	Sales Tax	\$1,000.00	\$3,915.19	\$2,000.00	-\$1,118.87	\$2,000.00	\$0.00	
E 10-55-42002-501	SOCIAL SECURITY	\$3,938.00	\$3,277.31	\$4,906.00	\$3,503.40	\$5,053.00	\$147.00	
E 10-55-42002-502	MEDICARE SS	\$921.00	\$766.52	\$1,147.00	\$819.39	\$1,181.00	\$34.00	
E 10-55-42002-510	Insurance Premiums	\$4,950.00	\$2,012.90	\$5,468.00	\$0.00	\$6,560.00	\$1,092.00	
E 10-55-42002-650	WRF 600	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
ACCT 42002 Swimming Pool		\$156,951.00	\$140,267.15	\$179,541.00	\$120,402.00	\$184,864.00	\$5,323.00	
		\$156,951.00	\$140,267.15	\$179,541.00	\$120,402.00	\$184,864.00	\$5,323.00	