

COMMON COUNCIL MEETING AGENDA  
TUESDAY, FEBRUARY 13, 2024 7:00 PM  
COUNCIL CHAMBERS, BERLIN CITY HALL, 2ND FLOOR  
MEETING IS OPEN TO THE PUBLIC & CITY HALL IS HANDICAPPED ACCESSIBLE  
Meeting ID: 859 0514 0084      Passcode: 123456

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

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 January 9 2024 Open and Closed Common Council Meeting.  
RECOMMENDATION: Approve the minutes from December Common Council Meetings.
7. Bills List. RECOMMENDATION: Approve the list of bills for payment.
8. 2024 DPW Equipment Purchase Bids. RECOMMENDATION: Accept recommendation from Committee of the Whole to approve the bids received.

END OF CONSENT AGENDA

9. TID #10 North Industrial Park Termination Resolution #24-02 RECOMMENDATION: Accept recommendation from Committee of the Whole to approve Resolution #24-02 to terminate TID #10.
10. Handicap Parking Stall on W Huron St. RECOMMENDATION: Listen to presentation with discussion and action as appropriate.
11. Board of Review Appointment. RECOMMENDATION: Accept the mayoral appointment of Carol Hughes to the Board of Review for term expiring July 1<sup>st</sup>, 2024.

12. Poll Worker Appointment. RECOMMENDATION: Accept Poll Workers appointment for the term ending December 31, 2025.
13. Oak Street Renaming. RECOMMENDATION: Listen to presentation with discussion and action as appropriate.
14. 107 W Huron Raze & Repair Property. RECOMMENDATION: Listen to presentation with action as appropriate.
15. City Attorney Hours Update. RECOMMENDATION: Listen to presentation with action as appropriate.
16. Street Crossing Safety RECOMMENDATION: Listen to presentation with discussion and action as appropriate.
17. 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.)
18. New Business (To be used to request items of new business be put on a future agenda)
19. Motion to convene into closed session pursuant to pursuant to Sec 19.85(1)(c), Considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility (*City Administrator Evaluation*).
20. Reconvene into open session and take appropriate action as a result of closed session discussion.
21. Adjourn.

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

# CITY OF BERLIN BUILDING REPORT January 2024

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	0	0.00	0.00	0	0.00	0.00
	Multi-Family Residence	0	\$0.00	\$0.00	0	0.00	0.00	0	0.00	0.00
	Residential Alteration	4	\$87,674.00	\$489.68	4	87,674.00	489.68	1	14,825.00	708.84
	Residential Addition	1	\$43,000.00	\$240.00	1	43,000.00	240.00	0	0.00	0.00
	Residential Garage	0	\$0.00	\$0.00	0	0.00	0.00	0	0.00	0.00
	Residential Garage Alteration				0	0.00	0.00	0	0.00	0.00
	Commercial Building	0	\$0.00	\$0.00	0	0.00	0.00	0	0.00	0.00
	Commercial Alteration	0	\$0.00	\$0.00	0	0.00	0.00	0	0.00	0.00
	Commercial Addition	0	\$0.00	\$0.00	0	0.00	0.00	0	0.00	0.00
	Signs	1	\$1,080.00	\$54.00	1	1,080.00	54.00	0	0.00	0.00
	Miscellaneous	0	\$0.00	\$0.00	0	0.00	0.00	1	5,000.00	50.00
	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	\$0.00	\$0.00	0	0.00	0.00	0	0.00	0.00
	Trailer Homes				0	0.00	0.00	0	0.00	0.00
	<b>Total Building Permits</b>	<b>6</b>	<b>\$131,754.00</b>	<b>\$783.68</b>	<b>6</b>	<b>131,754.00</b>	<b>783.68</b>	<b>2</b>	<b>19,825.00</b>	<b>80.00</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	\$4,000.00	\$65.00	1	4,000.00	65.00	1	8,000.00	168.00
	Electrical Permits	4	\$42,700.00	\$397.16	4	42,700.00	397.16	2	6,000.00	90.00
	Heating Permits	2	\$207,200.00	\$1,402.16	2	207,200.00	1,402.16	2	12,053.00	100.00
					0	0.00	0.00	0	0.00	0.00
	<b>Total Permit Fees</b>	<b>13</b>	<b>\$385,654.00</b>	<b>\$2,648.00</b>	<b>13</b>	<b>385,654.00</b>	<b>2,648.00</b>	<b>7</b>	<b>45,878.00</b>	<b>438.00</b>

**PAYROLL FOR JANUARY - 2024**

PAYDATE	Payroll #	PAYROLL TITLE	GENERAL CITY	UTILITY	EMS
1/5/2024	1	General City	51,450.07		
1/5/2024	1.01	GC Wally Clothing Allowance	230.87		
1/5/2024	1.02	Fireman 4 Quarter 2023	4,914.70		
1/19/2024	1.03	GC Wally / DeWitt Clothing Allowance	415.57		
1/5/2024	1	Utility		12,566.17	
1/5/2024	1	EMS			38857.36
1/5/2024	1.01	EMS Meeting Pay 2023			1569.95
1/19/2024	2	General City	56,616.35		
1/19/2024	1.04	General City Police 2023 Hours	1,257.83		
1/19/2024	2	Utility		12,035.44	
1/19/2024	2.01	Utility Peggy Vac		979.52	
1/19/2024	1.01	Utility 2023 Hours		149.66	
1/9/2024	2	EMS			38258.41
		TOTAL MONTHLY PAYROLL	\$114,885.39	\$25,730.79	\$78,685.72

December 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	1,398,169.26	540,458.56	167,090.69	757,616.53	600.00	80,426.78	-
Deposits	147,095.30	69.74	544,623.72	255,669.48	1,791,995.69	8.60	-
Deposit in Transit	-	-	-	-	-	-	-
Payroll	(116,533.64)	-	(75,627.95)	(26,149.11)	(13,261.49)	-	0.00
AP Payables	(278,792.60)	-	-	(101,016.39)	(116.00)	-	0.00
Other Payments	(243,992.20)	0.00	(35.00)	(19,311.55)	-	-	0.00
TOTAL PAYMENTS	(639,318.44)	0.00	(75,662.95)	(146,477.05)	(13,377.49)	(9,610.00)	0.00
Outstanding Checks:							
Misc/Bank Error	(299.26)	-	-	-	-	-	-
Voided Check							
Payroll	3,329.06	-	-	-	-	-	0.00
AP	47,323.75	-	-	20,460.60	14,233.94	-	0.00
TOTAL OUTSTANDING CHECKS	50,652.81	-	-	20,460.60	14,233.94	-	0.00
Balance	956,299.87	540,528.30	636,051.46	887,269.56	1,793,452.14	70,825.36	-
Ending Bank Balance	956,299.87	540,528.30	636,051.46	887,269.56	1,793,452.14	70,825.36	-
DEPT OF JUSTICE POLICE TRAINING							
SHARE REVENUE							
INVOICE CLOUD BILL PAY				465.83			
D MIRR TR FROM 3515 TO 0028	396.96						
Merchant Bankcard police							
EZ DEPOSIT/TRIP DEPOSIT			37,630.51				
Refund service charge							
Monthly City Deposits	112,922.72		477,516.23	197,137.37	1,791,995.69		
SI of WI Clean water wire transfer							
Merchant Bankcard deposit							
Customer ACH pmts				26,899.13			
Point & Pay				21,456.78			
US HHS STIMULUS PAYMENT							
NGS/ACH CLAIM PAYMENTS	33,629.60		29,476.96				
Tr Between Accounts	4.00			9,610.00		8.60	0.00
Accrued Checking Acct. Interest	142.02	69.74		99.37		8.60	-
Payments:	147,095.30	69.74	544,623.72	255,669.48	1,791,995.69		-
Federal Payroll Tax Payments (IRS)	79,083.16						
WI Payroll Tax Payments	12,406.66						
Northshore	800.00						
Great West/Wells Fargo	3,412.00						
WI TAX PAYMENT	48.54			90.00			
INVOICE CLOUD BILL PAY					116.00		
Deluxe ck							
Fund transfer				99.48		9,610.00	
psn pay collection							
Fleetcor Funding	5,265.64						
RETURNED CHECK				21.35			
Merchant Bankcard police							
Service Charge-stop payment				198.96			
Direct Deposit Service Fee (ACH)			35.00	4.00			
Retainer	10.00						
Health Premium	12,720.75						
Health Premium	82,336.92						
Returned health	700.90						
WRS Employee Trust Fund	39,603.34						
Fund Tr							
Olson Cobra	63.34						
Credit Card Payment-Elan US Bank	8,695.62			840.16			
Marlin Bank	1023.19						
Delta Dental	2,077.27						
Positive Pay	30.00						
Health Savings Acct EMPLOYER	3,488.75			875.00			
Health Savings Acct EMPLOYEE	5,179.54						
Alliant-Credit Card Payment	16,277.40			17,162.61			
US Cellular	788.18						
Fleetcor - Condon					116.00	9,610.00	-
	243,992.20		35.00	19,311.55			

# CITY OF BERLIN -- OFFICE OF THE TREASURER

## CITY TREASURER REPORT PERIOD ENDING 12/31/2023

#REF!

#REF!

FUNDS	BEGINNING BALANCE	ADJ/ VOIDS	RECEIPTS	DISBURSEMENTS	OUTSTANDING CHECKS	BANK BALANCE	INVESTMENTS	TOTAL W/ INVESTMENTS	
GENERAL CITY	\$ 1,398,169.26	#####	\$ 147,095.30	\$ (639,318.44)	\$ 50,652.81	\$ 956,299.67	\$ 3,100,000.00	\$ 4,056,299.67	10-11300
TAX COLLECTION ACCOUNT	\$ 600.00		\$ 1,791,985.89	\$ (13,377.49)	\$ 14,233.94	\$ 1,793,412.14	\$ -	\$ 1,793,412.14	FNB100028
CAPITAL PROJECT BORROWING	\$ 540,458.56		\$ 69.74	\$ -	\$ -	\$ 540,528.30	\$ -	\$ 540,528.30	FNB131924
EMS ACCOUNT	\$ 167,090.69		\$ 544,623.72	\$ (75,662.95)	\$ -	\$ 636,051.46	\$ -	\$ 636,051.46	*2913
WATER & SEWER CHECKING	\$ 757,616.53		\$ 255,669.48	\$ (146,477.05)	\$ 20,480.60	\$ 887,269.56	\$ -	\$ 887,269.56	
SEWER EQUIP REPLACEMENT FUND	\$ 80,426.76		\$ 8.60	\$ (9,610.00)	\$ -	\$ 70,825.36	\$ 1,255,000.00	\$ 1,325,825.36	61-11362
WATER UTILITY							\$ 3,706,304.08	\$ 3,706,304.08	62-11366
SEWER UTILITY							\$ 1,330,794.30	\$ 1,330,794.30	61-11361
TOTAL OF ALL FUNDS	\$ 2,944,361.80	#####	\$ 2,739,422.53	\$ (884,445.93)	\$ 85,347.35	\$ 4,884,386.49	\$ 9,392,098.38	\$ 14,276,484.87	

SUBMITTED BY: Caitlin Hilgart, DEPUTY CLERK/TREASURER

CITY OF BERLIN COMMON COUNCIL MEETING MINUTES  
TUESDAY, January 9, 2024 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 five (5) present; Boeck, Burgess, Durtschi, Nigbor and Stobbe. One (1) absent – Dretske. Staff in attendance: Sara Rutkowski, Tim Ludolph, Scott Zabel, Attorney Chier and Caitlin Hilgart.

No Virtual Attendees and no Public Comments.

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 December 12, 2023; 7) Approve the Bills List. 8.) Accept recommendation for the 2023 3<sup>rd</sup> Quarter Weights & Measures 9) Accept the recommendation from the Plan Commission to rezone Parcel #206-01654-0000 from Split Zone B-2/A-1 to A-1. 10) Accept the recommendation from the Plan Commission to rezone Parcel #206-00771-0100 from R-2 to R-3. Nigbor made a motion to accept the Consent Agenda. Burgess seconded the motion and it passed on a roll call vote of five (5) ayes.

Next was the recommendation to Approve Resolution 24-01. Brad Viegut with Baird presented the 2 (two) different Preliminary Financing Plan Scenarios on this item. Discussion was held on the different scenarios. Durtschi made a motion to accept Resolution 24-01 Authorizing the Issuance and Establishing Parameters for the Sale of Not to Exceed \$2,000,000 General Obligation Promissory Notes Scenario 1. Nigbor seconded the motion and it passed on a roll call vote of five (5) ayes.

Item 12 was the TID 16 Presentation from Brad Viegut with Baird. There was explanation of the boundary lines and project plans for the mixed use TID. Discussion was held. Recommendation was made by the Common Council to move forward with the TID 16.

At 7:30pm Burgess made a motion to seat Dretske. Stobbe seconded the motion that passed on a voice vote.

Next Item was Handicap Parking Stall on W. Huron St. Boeck was contacted by a constituent about looking a putting a handicap stall in front of the Pie Shack. There was discussion held and the item was moved to next month's agenda when the constituent could be present.

Item #14 was the recommendation from Parks & Recreation Commission for the Nativity Scene. Victoria Hill presented on behalf of the Park and Recreation Commission. Hill presented the solution that the Park and Recreation Commission came up with, 1) gifting the Nativity Scene back the to the Berlin Ministerial Group 2) Contacting Achieving Better Community Group to see if they would be willing to place extra trees in the Fireman's Park, 3) something in the park to honor the fireman as well. The Park and Recreation Commission recommendation was to transfer ownership to the Berlin Ministerial. Stobbe made a motion to accept the recommendation from Parks and Recreation Commission to regift the Nativity Scene back to the Berlin Ministerial Association knowing that they may or may not come back to the Park and Recreation Commission and ask permission to put the Nativity Scene back in Fireman's Park and be gifted the Nativity Scene as is condition and take care of the maintenance. Burgess seconded the motion and it passed on a voice vote.

Item #15 Burgess made a motion Accept the resignation of Richard Van Ornum from Committee on Aging effective immediately. Stobbe seconded that motion with the addition of sending a card thanking him for his years of service. It passed on a voice vote.

Item #16 was the update on the 107 W Huron Raze & Repair. Ludolph presented that new issue of trial and error in the originally communicated procedure and they are working on getting a subfloor installed on the 2<sup>nd</sup> floor to get to the window install. Discussion was held on the property owner putting a temporary fix over the windows in the winter elements. This item will be moved to next month's agenda.

17) There is no Old Business and 18) No New Business to discuss.

#19) Durtschi at 7:51PM made a Motion to convene into closed session pursuant to Sec 19.85(1)(c), Considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility (*City Administrator Evaluation Process*). Burgess seconded that motion that passed on a roll call vote.

Discussion continued in Closed Session.

Nigbor made a motion to reconvene into open session, with a second by Burgess. Motion carried via roll call vote with 6 (six) ayes.

Motion to adjourn by Boeck at 8:28 pm, with a second by Dretske. Motion carried via voice vote.

Caitlin Hilgart, Deputy Clerk



## CITY OF BERLIN

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General City

## \*Check Summary Register©

JANUARY 31 2024

Name	Check Date	Check Amt	
<b>11100 Cash in Bank m FNB</b>			
69329 ALLIANT ENERGY	1/7/2024	\$136.60	2023 - DEC - POWER AND GAS FOR EMS
69330 AMAZON CAPITAL SERVICES, IN	1/7/2024	\$269.66	SUPPLIES FOR EMS
69331 BERLIN JOURNAL NEWSPAPER	1/7/2024	\$450.00	HEARING 560 N WASHINGTON ST
69333 CHARTER COMMUNICATION II	1/7/2024	\$470.06	12.13.23-01.12.24 INTERNET SERVICE AT P
69334 CHIER LAW OFFICE LLC	1/7/2024	\$1,400.07	NUISANCE & CLEANUP ACTION: 235 S ADA
69335 CULLIGAN WATER	1/7/2024	\$16.00	2023 - DECEMBER - WATER DELIVERY AT
69336 CVIKOTA MBS	1/7/2024	\$6,606.17	2023 - DECEMBER - AMBULANCE BILLING
69337 EAGLE ENGRAVING, INC	1/7/2024	\$11.40	FIREGROUND ID TAGS
69338 EMC INSURANCE COMPANIES	1/7/2024	\$20,482.66	2023 - DECEMBER - LIABILITY INSURANCE
69339 FIRE INSPECTION SERVICES IN	1/7/2024	\$1,582.50	2023 - DECEMBER - FIRE INSPECTIONS
69340 GORDON FLESCH	1/7/2024	\$326.64	2023 - DECEMBER - COPIES AT CITY HALL
69341 ITU ABSORBTECH, INC.	1/7/2024	\$73.79	2023 - DECEMBER - UNIFORM SERVICE AT
69342 MACQUEEN EQUIPMENT	1/7/2024	\$1,847.22	SUPPLIES FOR BFD
69343 MASSAGE BY TRACY LLC	1/7/2024	\$2,990.00	TID BUILDING IMPROVEMENT PROGRAM
69344 MEDVAN TRANSPORT LLC	1/7/2024	\$460.10	12.13.23 MATT DRAEGER AND 11.27.23 PA
69345 PLANTZ, DENNIS W	1/7/2024	\$251.76	2023 - DECEMBER - HEALTH REIMBURSEM
69346 PODOLL, GARY V	1/7/2024	\$161.25	TAKE AND PICKUP ENGINE 64 TO RED PO
69347 PRINCETON UTILITIES	1/7/2024	\$84.45	PRINCETON ELECTRIC AND WATER EMS
69348 RED POWER DIESEL SERVICE	1/7/2024	\$11,382.70	FEDERAL ANNUAL DOT INSPECTION FOR
69349 SHEA ELECTRIC & COMM LLC	1/7/2024	\$365.41	DOOR FOBS FOR CITY HALL
6 TASC	1/7/2024	\$100.00	2023 - DECEMBER - COBRA ADMINISTRATI
69351 vonBRIESEN & ROPER, s.c.	1/7/2024	\$94.50	MACY EVALUATION ASSISTANCE
69352 W.S. DARLEY & CO	1/7/2024	\$4,650.95	FIRE FIGHTER UNIFORM
69353 WISCONSIN BIOMEDICAL SERVI	1/7/2024	\$1,200.00	EQUIPMENT MAINTENANCE
69354 WISCONSIN PROFESSIONAL PO	1/7/2024	\$525.00	2023 - DEC - UNION DUES
69355 WURTZ LAW OFFICE	1/7/2024	\$415.00	SPECIAL PROSECUTER - CITY VS BROOKE
69356 ZIETLOW FAMILY REAL ESTATE	1/7/2024	\$0.00	2024 - JANUARY - RENT FOR EMS
69357 BAYCOM INC	1/9/2024	\$502.45	EQUIPMENT & STRUCTURES
69358 BELLA BY DESIGN	1/9/2024	\$30.00	POLICE NAMETAGS
69359 CONVERGENT SOLUTIONS, INC	1/9/2024	\$273.20	THREE NEW OFFICER VOICEMAIL SET UP
69360 CUSTOM SERVICE INFORMATIO	1/9/2024	\$550.00	PAYMENT FOR ANNUAL POLICY UPDATE S
69361 KUNKEL ENGINEERING GROUP	1/9/2024	\$340.00	KU23.1003.00 UPDATE CHILD SAFETY ZON
69362 MEDTOX LABORATORIES, INC	1/9/2024	\$40.74	ZACHARIAS AND ROSE PREEMPLOY SCRE
69363 SONDALLE FORD LINCOLN MER	1/9/2024	\$159.08	VEHICLE MAINT 2021 FORD EXPLORER
69364 SSM HEALTH AT WORK - RIPON	1/9/2024	\$606.00	NEW HIRE PHYSICAL EXAM AND LAB WOR
69365 THEDACARE LABORATORIES	1/9/2024	\$212.50	LEGAL BLOOD DRAWS 81511,81522,81674,8
69366 TOP PACK DEFENSE LLC	1/9/2024	\$1,540.64	PERSONAL SERVICES
69367 BERLIN JOURNAL NEWSPAPER	1/16/2024	\$276.00	DRIVER AD FOR SENIOR CENTER
69368 BERLIN WATER & SEWER UTILI	1/16/2024	\$22,072.37	2023 - DECEMBER - WATER AND SEWER BI
69369 CHARTER COMMUNICATION	1/16/2024	\$269.97	2023 - 12/13-01/12/24 - OLD EMS HOUSE
69370 GFL SOLID WASTE MIDWEST LL	1/16/2024	\$255.60	2023 - JUNE - GARBAGE AND RECYCLE AT
69371 J. F. AHERN COMPANY	1/16/2024	\$268.18	2023 - DECEMBER - ANNUAL FIRE EQUIP IN
69372 KUNKEL ENGINEERING GROUP	1/16/2024	\$1,736.74	KU17.1019.00 2023 - NOVEMBER - PERMITS
69373 LINCOLN CONTR SUPPLY INC	1/16/2024	\$117.18	JUMPING JACK PARTS - DPW
69374 RUNNING INC. TRANSIT SERVIC	1/16/2024	\$53,387.26	2023 - NOVEMBER - SHARED RIDE TAXI
69375 SONDALLE FORD LINCOLN MER	1/16/2024	\$21.45	FLAT TIRE PATCH - SENIOR VAN
69376 WASTE MANAGEMENT	1/16/2024	\$27,489.00	2023 - DDECEMBER - TRASH AND RECYCLI
6 ABC, INC	1/18/2024	\$2,000.00	Room Tax Grant
69378 BOYS & GIRLS CLUB OF BERLIN	1/18/2024	\$2,000.00	ROOM TAX GRANT
69379 GREEN LAKE AREA ANIMAL SHE	1/18/2024	\$1,250.00	2023 DONATION TO ANIMAL SHELTER
69380 THE ELF EXTRAVAGANZA KRIST	1/18/2024	\$1,750.00	2023 ROOM TAX GRANT
69383 BAKER & TAYLOR	1/23/2024	\$838.43	3 UNITS FOR CUSTOMERS
69384 BLOCK IRON & SUPPLY COMPA	1/23/2024	\$119.66	CLOSER ARM 4040XP - 3077
69385 BREWER HEATING INC	1/23/2024	\$425.88	IFC CONTROL BOARD, VENT STACK AND C

## CITY OF BERLIN

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## \*Check Summary Register©

JANUARY 31 2024

	Name	Check Date	Check Amt	
69386	ENVISIONWARE, INC	1/23/2024	\$400.21	ENVISIONWARE RENEWAL BPL
69387	GORDON FLESCH	1/23/2024	\$152.25	2023 - DECEMBER - COPIES AT BPL
69388	J. F. AHERN COMPANY	1/23/2024	\$238.05	2023 - DECEMBER - FIRE EQUIPMENT INSP
69389	LISA OBRIST	1/23/2024	\$480.00	2023 - DECEMBER - LIBRARY CLEANING
69390	MIDWEST TAPE	1/23/2024	\$347.12	2024 - DECEMBER - DIGITAL MEDIA
69391	OTIS ELEVATOR COMPANY	1/23/2024	\$778.32	2024 MAINTENANCE SERVICE
69392	UNIQUE MANAGEMENT SERVIC	1/23/2024	\$81.55	2024 - DECEMBER - PLACEMENTS AT THE
69393	WINNEFOX LIBRARY SERVICES	1/23/2024	\$1,296.58	2023 - OCTOBER AND NOVEMBER MANAGE
69394	WINNEFOX LIBRARY SYSTEM	1/23/2024	\$4,261.08	2023 - DECEMBER - LIST OF SUPPLIES REC
	Total Checks		\$182,921.38	

## CITY OF BERLIN

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**\*Check Summary Register©**

JANUARY 31 2024

UTILITY

	Name	Check Date	Check Amt	
11161	UTILITY CASH - FNB			
16865	U S POST OFFICE - POSTMASTE	1/5/2024	\$770.67	JANUARY MONTHLY BILLIN
16866	ACCUFUND, INC	1/9/2024	\$2,218.75	WEB PORTAL PAYMENT
16867	BERLIN CITY TREASURER	1/9/2024	\$684.74	FUEL FOR DECEMBER
16868	W.S. DARLEY & CO	1/9/2024	\$335.68	OUTLET STRT BORE
16869	WALTCO INC	1/9/2024	\$855.90	PICK UP SAMPLES FOR BADGER LABS
16936	BERLIN CITY TREASURER	2/1/2024	\$264,012.93	2023 COSTS BILLED BACK TO UTILITY
16937	PRECISION WATER METER TES	2/1/2024	\$2,455.00	TEST 1 1/2 - 2" METERS
16938	STRAND ASSOCIATES, INC	2/1/2024	\$2,000.00	PROF SERVICES- DIGERTER MIXING & PIP
	Total Checks		\$273,333.67	



City of Berlin TID #10 RESOLUTION #24-02

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**TAX INCREMENTAL DISTRICT (TID) TERMINATION RESOLUTION**

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WHEREAS, the City of Berlin created TID #10 on July 6<sup>th</sup>, 1993, and adopted a project plan in the same year; and

WHEREAS, all TID 10 projects were completed in the prescribed allowed time; and

WHEREAS insufficient increment was collected to cover project costs; and

THEREFORE BE IT RESOLVED that the City of Berlin terminates TID #10; and

BE IT FURTHER RESOLVED that the City Clerk shall notify the Wisconsin Department of Revenue (DOR), within sixty (60) days of this resolution or prior to the deadline of April 15, 2024, whichever comes first, that the TID has been terminated; and

BE IT FURTHER RESOLVED that the City Clerk shall sign the required DOR Final Accounting Submission Date form (PE-223) agreeing on a date by which the Clerk shall submit the final accounting information to the DOR; and

BE IT FURTHER RESOLVED that the City of Berlin shall accept all remaining debts for TID 10 as determined in the final audit by the City auditor, Hawkins Ash CPAs LLP.

Adopted this 13th day of February 2024

Resolution introduced and adoption moved by Alderperson \_\_\_\_\_, with motion for adoption seconded by Alderperson \_\_\_\_\_, on a roll call motion passed.

ROLL CALL VOTE:

CITY OF BERLIN

\_\_\_\_\_ AYES

BY: \_\_\_\_\_  
Joel Bruessel, Mayor

\_\_\_\_\_ NAYS

\_\_\_\_\_ ABSENT

APPROVED AS TO FORM:

ATTEST: \_\_\_\_\_  
Sara Rutkowski  
City Clerk

\_\_\_\_\_  
Matthew G. Chier  
City Attorney

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

Name: Carol Hughes  
Address: 116 S. State St Berlin, WI 54923  
Phone: Day 920-290-3227 - home Evening Same  
920-290-8104 - cell  
E-mail address: \_\_\_\_\_

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

Applicant Questions (attach additional sheets if necessary)

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

No

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

I would like to participate in city decisions

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

I have lived in other cities and could draw from those experiences.

4. Please provide any additional information for consideration:

I am on the Plan Commission

## Poll Worker Appointments for Term Ending 2025

Susan Jungenberg, unaffiliated

Sue Kiener, unaffiliated

To: Common Council

Date: 02/13/2024

RE: Oak Street Renaming

From: City Staff

**Background:**

With the creation of TID 16, there is concern with more properties being built along "Oak Street" and the ability for first responders to be able to find the correct location. Council had requested staff to look into the process for renaming a street.

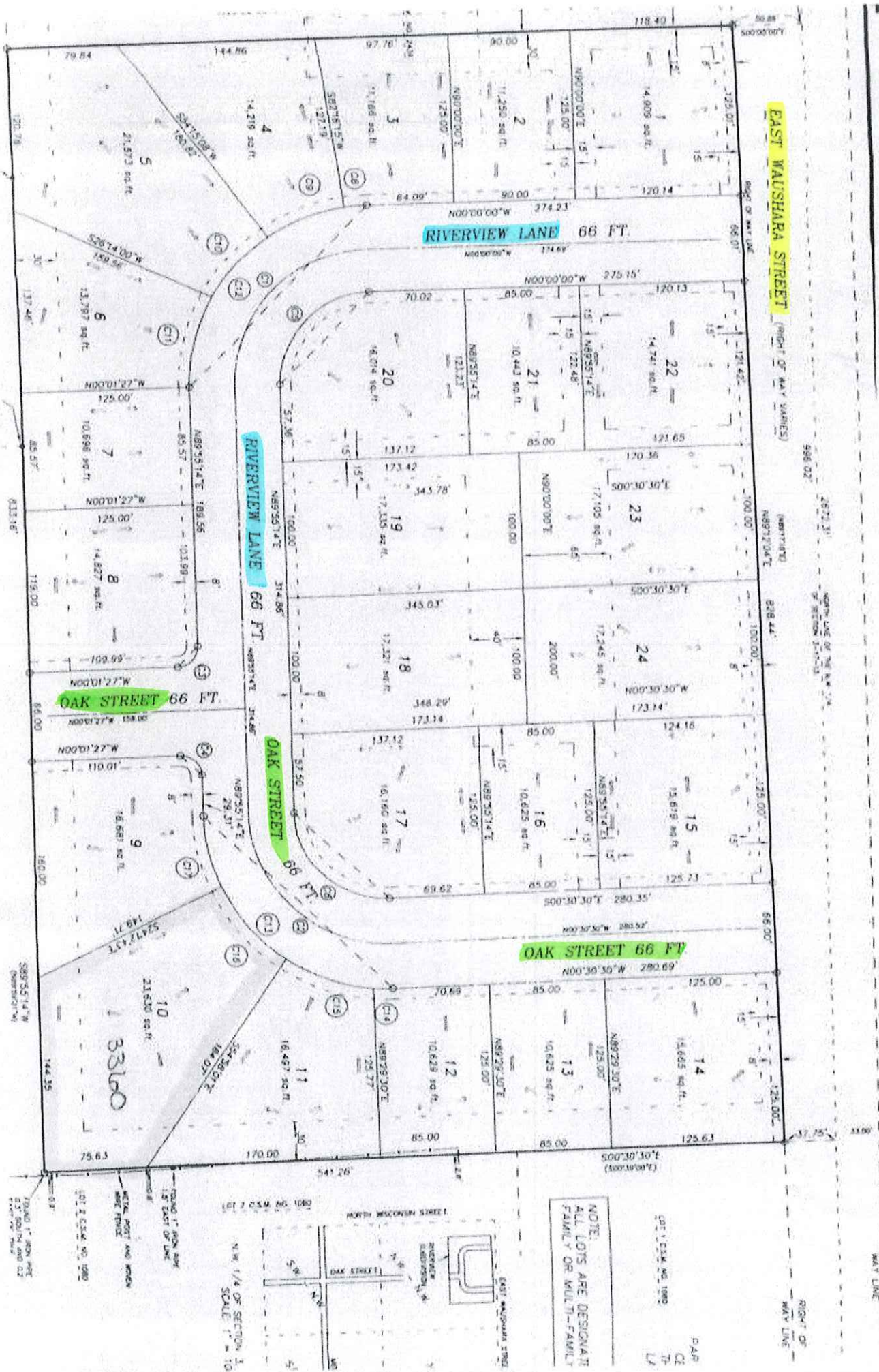
The area that will be built up in the TID is currently a recorded subdivision. In order to change the Oak Street portion to anything else, Plan Commission and then Council (per ordinance Section 62-103) would have to approve an Affidavit of Correction. After passing both governing bodies, it would need to be recorded with the County.

I reached out to Emergency Services staff to find out their thoughts/concerns (Fire, EMS, and Police). They do not have any current issues with the upper Oak Street portion and pointed out there are many disconnected streets in our community (Noyes being the worst offender with four different sections). The majority of staff members that are not familiar with Berlin already use GPS to find the correct location, so as long as it is correct at the County, they feel we would be fine.

**Thoughts on names if Council would still like to change it:**

- 1) Could make Riverview Lane the whole U-shape and have the southernly portion be called something completely different.
- 2) Oak Court is not an option, we already have one of those close to the School District.
- 3) The dividing street for our North/South Designations is Huron St.







## Sec. 62-103. - Street names.

- (a) New street names within a subdivision in the city shall not duplicate the names of existing streets, but streets that are continuations of other streets already in existence and named shall bear the names of the existing streets. Street names shall be subject to approval by the plan commission and common council.
- (b) All streets shall be named in conformity with the street naming plan of the city or with adjoining streets. In the case of diverging streets, the street name shall be repeated. Long or continuous thoroughfares running north and south shall be named avenues; those running east and west shall be named streets; diagonal thoroughfares shall be named roads; and curving thoroughfares shall be named drives. Short or discontinuous thoroughfares running north and south shall be named courts; those running east and west shall be named places; diagonal thoroughfares shall be named ways; and curving thoroughfares shall be named lanes.

(Code 1989, § 14-1-70(r))

**Cross reference—** Streets, sidewalks and other public places, ch. 58.