



AGENDA
City of Milton
Public Works Committee
Wednesday, April 2, 2014
6:30p.m.
SHAW MUNICIPAL CENTER
Council Chambers, 430 E. High Street

1. Call to order
2. Approve Agenda
3. Approve Minutes – March 4, 2014
4. Engineers Report
5. Informational Attachments
 - a. Equipment Maintenance Log
6. Discussion and possible action regarding Public Works Department Summer Schedule
7. Discussion and possible action regarding the use of urban forestry grant monies for Veteran's Park development and the PD/Administration landscaping materials.
8. Informational Update on Electrical Contractor License with the Wisconsin Department of Safety and Professional Services.
9. General Items
10. Next Meeting – Tuesday, May 6, 2014
11. Motion to Adjourn

**Please note that upon reasonable notice, at least 48 hours in advance, efforts will be made to accommodate the needs to disabled individuals through appropriate aids and services. For additional information to request this service, please contact the City Clerk's office at 868-6900, 430 E. High Street, Milton, WI 53563.

Notice is hereby given that a majority of the Common Council may be present at this meeting at the above mentioned date and time to gather information about a subject over which they have decision-making responsibility. This constitutes a meeting of the City Council pursuant to State ex rel. Badke v. Greendale Village Bd., 173 Wis. 2d 553, 494 N.W. 2d 408 (1993) and must be noticed as such, although the City Council will not take any formal action at this meeting.

Posted by: Michelle Ebbert 03/28/2014

City of Milton
Public Works Committee ~ Tuesday, March 4, 2014

Call to order

Chairperson Ald. Maxine Striegl called the meeting to order at 6:00 pm.

Present: Chairperson Ald. Maxine Striegl and Ald. Dave Adams.

Also present: Ald. Don Vruwink, City Administrator Jerry Schuetz, Department of Public Works Howard Robinson and City Clerk Michelle Ebbert.

Excused absence: Ald. Nancy Lader.

Approve Agenda

Ald. Adams moved to approve the agenda. Chairperson Striegl seconded the motion and carried.

Approve Minutes – February 4, 2014

Ald. Adams moved to approve the minutes. Chairperson Striegl seconded the motion and carried.

Engineers Report – Gary Vogel, Baxter & Woodman

Engineer Vogel reviewed the report.

No action was taken.

Discussion and possible action authorizing the hiring of part-time Custodian for cleaning of public facility buildings.

Director Robinson stated that Staff conducted interviews for the 20 hour a week position to clean Shaw Building, Public Works and Police.

Ald. Adams moved to recommend that the Common Council authorize the hiring of Heather Taormino as part-time Custodian pending approval of background checks and drug screening. Chairperson Striegl seconded the motion and carried.

Discussion and possible action authorizing the hiring of part-time Buildings and Grounds Specialist.

Director Robinson discussed the interviews conducted for this position.

Ald. Adams moved to recommend that the Common Council authorize the hiring of Richard VandeHei as part-time Building and Grounds Specialist pending approval of background checks and drug screening. Chairperson Striegl seconded the motion and carried.

Discussion and possible action regarding Clarifier Covers at the Wastewater Treatment Plant.

Director Robinson reviewed the Council approval of the bid for clarifier covers from Midwest General and Mechanical Contractors. Midwest contacted the Engineer and stated there is an additional cost of \$12,000 as the contractor did not appropriately measure the clarifiers prior to submitting the bid. Following extensive conversations, the contract submitted a final increase request of \$3,000.

Ald. Adams moved to recommend that the Common Council approve a change order for Midwest General and Mechanical Contractors not to exceed an additional \$3,000 to cover the cost of clarifier covers. Chairperson Striegl seconded the motion and carried.

Discussion and possible action approving a contract with Bytec Inc for transportation and land application of sludge.

Director Robinson stated that Bytec Inc has done the sludge removal for several years without conflicts. They presented Staff with a five year contract featuring minimal increases of 3%.

Ald. Adams moved to recommend that the Common Council approve a contract with Bytec Inc for transportation and land application of sludge. Chairperson Striegl seconded the motion and carried.

Discussion and possible action authorizing Staff to terminate a farmland lease agreement with Goodger Farms.

Administrator Schuetz discussed the requested termination of the farmland lease agreement with Goodger Farms. Mr. Goodger indicated he no longer wishes to enter into such an agreement with the City to lease land for purposes of farming.

Ald. Adams moved to recommend that the Common Council terminate a farmland lease agreement with Goodger Farms. Chairperson Striegl seconded the motion and carried.

Discussion and possible action authorizing Staff to execute a farmland lease agreement with Pierce Farms.

Administrator Schuetz discussed the farmland lease agreement with Pierce Farms that would allow Pierce to farm land previously farmed by Goodger Farms.

Ald. Adams moved to recommend that the Common Council execute a farmland lease agreement with Pierce Farms. Chairperson Striegl seconded the motion and carried.

Informational Attachments

- Equipment Maintenance Log

No action taken.

General Items

Director Robinson informed the Committee of an agenda item on the Personnel & Finance agenda later in March.

Director Robinson stated they were able to thaw a few laterals. One property revealed to be the homeowners responsibility.

Director Robinson stated that the treatment plant is working more than normal to treat the extra water coming in from households running their faucets as requested.

Director Robinson stated that there is a shortage of salt from their supplier. The City still has a stock to get through a few more minimal storms.

Administrator Schuetz discussed the analyzing of the budgets that pertain to snow, ice and salt. He thanked the Public Works Department for their hard work during the rough winter season.

Next Meeting – Wednesday April 2, 2014

Motion to Adjourn

Ald. Adams moved to adjourn the meeting at 6:33 pm. Chairperson Striegl seconded the motion and carried.

Respectfully submitted

Michelle Ebbert
City Clerk



OFFICE OF THE CITY ADMINISTRATOR MEMORANDUM

To: Public Works Committee
Mayor Brett Frazier and Common Council
From: City Administrator Jerry Schuetz
Date: Agenda Review – April 2, 2014

Agenda Item #6 Discussion and possible action regarding the Public Works Department Summer Schedule.

Submitting Staff Member: Howard Robinson, Director of Public Works

Recommended Action: To recommend that the Common Council authorize the Public Works Department to utilize summer scheduling as presented.

Description: The Public Works Department would like to switch to a revised work schedule starting Monday, April 21st. We tried a revised work schedule a few years ago. The change resulted in less travel time and what appeared to be greater efficiency in job completion. The Public Works employees liked the summer/fall schedule the last time we used it. Due to changes in our union contract and state laws concerning contract changes, we have not had an opportunity to do this again.

The schedule would start on Monday April 21 and run until the Monday after Thanksgiving.

- Monday -Thursday 6:30-3:30 (9 hours) Friday 6:30-10:30 (4 hours).
- Weekend work would be 6:30-11:00. This schedule works out to 40 hours per week.
- On Memorial Day and Labor Day they would work an extra hour, until 11:30, on Friday.
- For the 4th of July, they would work until 11:30 on July 3rd.
- On Thanksgiving week, they would work until 12:30 on Wednesday.

The holidays are scheduled this way to make up for the difference between the 8 hours allotted for holidays, instead of 9. This ensures that DPW workers would get the same hours off as other departments for holidays. Other PTO and personal holidays, etc. would be used per hour. Each employee has PTO time to cover these hours.

Attachments: None.

Agenda Item #7 Discussion and possible action regarding the use of urban forestry grant monies for Veteran's Park development and the PD/Administration landscaping materials.

Submitting Staff Member: Howard Robinson, Director of Public Works

Recommended Action: To recommend that the Common Council authorize Staff to use the urban forestry grant monies as presented:

- a. \$5,000 Veteran's Park electric service, water line installation and landscaping.
- b. \$7,450 PD/Administration building landscape material and offsetting costs of unsuitable soils

Description: The Public Works Department received reimbursement for our Urban Forestry Grant. We received \$12,450.00. The grant money has been placed in the Parks Fund and General Fund as a 2013 reimbursement. \$5,000 was placed in the Park Fund as a reimbursement for supplies and the remaining \$7,450 was placed in the General Fund as a reimbursement for labor, equipment costs etc that the Public Works Department had as a result of the grant work.

I am requesting permission from the Parks & Recreation Commission and the Common Council to use the Park Fund money to pay for improvements to Veteran's Park associated with the memorial. The improvement costs are supplies for the electric service, the water line installation (this is for cleaning the memorial and watering the landscape) and for the landscape plants.

I am also requesting permission from the Public Works Committee and Common Council to use the \$7,450 at the new PD/Administration building to offset the landscape materials cost and offset some of the add-on costs associated with the building (soil testing etc).

We do not have any unpaid invoices, etc from the tree grant work. This project is complete. The use of this money can be designated as the Committee or Council desires. Permission to use this money would allow us to use grant money we have already received to assist in completing these projects without using our regular maintenance budgets. The vendors for the electrical supplies and landscape materials for Veteran's Park have given us almost a 50% reduction in costs as a donation to the memorial. The Public Works Department will install the new water service line and will have some plumbing expense to install the water hose connection.

The work for both of these projects is scheduled to start for the Veteran's Memorial the first week of April and landscape work at the new PD/Administration building is scheduled for May unless the weather improves suddenly and the work can begin sooner.

Attachments: None.

Agenda Item #8 Informational Update on Electrical Contractor License with the Wisconsin Department of Safety and Professional Services.

Submitting Staff Member: Howard Robinson, Director of Public Works

Recommended Action: For informational purposes only, no action required.

Description: Beginning on April 1st, a license is required to operate an electrical business in Wisconsin. Also, new work or installations have to be done by a Master Electrician or Journeyman Licensed Electrician or someone working under their supervision.

Repairs can still be made by maintenance crews on equipment at businesses, etc. This affects new installations or repairs work by electricians.

The inspection divisions of each City have to enforce the new rule. Because this is new, some people may not be allowed permits, etc as they have been in the past. I wanted to inform the Committee about the new rules in case you hear concerns or questions.

Attachments: Electrical Contractor License Application – Wisconsin Department of Safety and Professional Services



DPW Equipment Maintenance Log

Friday, March 28, 2014

11:36:26 AM

| Emp # | Name | Date | Description | Hours | Veh # | Description | Notes | |
|-------|----------|-----------|-------------|--------------------------------|-------|-------------|------------------------------|---|
| 67 | Nicholas | Taormino | 2/11/2014 | Street Vehicle Maintenance | 1.00 | 15 | Chevrolet Silverado | Prder and pick up parts from Fagan |
| 67 | Nicholas | Taormino | 2/11/2014 | Street Vehicle Maintenance | 4.00 | 21 | John Deere Loader 554E | Service and complete repairs |
| 67 | Nicholas | Taormino | 2/11/2014 | Street Vehicle Maintenance | 0.50 | | | Order filters |
| 67 | Nicholas | Taormino | 2/11/2014 | Street Vehicle Maintenance | 1.50 | 1 | W-4500 Dump 1-1/2 Ton | Check over and add air to tires, change filters |
| 67 | Nicholas | Taormino | 2/11/2014 | Street Vehicle Maintenance | 1.00 | | | Enter fuel and receipts |
| 67 | Nicholas | Taormino | 2/12/2014 | Street Vehicle Maintenance | 4.00 | 27 | New Holland Skid Steer L170 | Start service and repairs |
| 67 | Nicholas | Taormino | 2/12/2014 | Street Vehicle Maintenance | 1.00 | 21 | John Deere Loader 554E | Finish service |
| 67 | Nicholas | Taormino | 2/12/2014 | Street Vehicle Maintenance | 3.00 | 29 | Tool Cat Utility Vehicle | Do service and completer repairs |
| 59 | Donald | Zimmerman | 2/12/2014 | Street Vehicle Maintenance | 1.00 | 15 | Chevrolet Silverado | Pick up parts at Triebold |
| 60 | Ken | Vierck | 2/13/2014 | Street Vehicle Maintenance | 5.00 | | | Wash trucks |
| 59 | Donald | Zimmerman | 2/13/2014 | Public Safety Vehicle Repair | 0.25 | | | After hours call |
| 67 | Nicholas | Taormino | 2/13/2014 | Wastewater Vehicle Maintenance | 1.00 | 11 | Chevy W-4500 Utility (Sewer) | Change Thermostat |
| 63 | Ward | Edwardson | 2/13/2014 | Street Vehicle Maintenance | 5.00 | | | Wash trucks |
| 67 | Nicholas | Taormino | 2/13/2014 | Street Vehicle Maintenance | 2.00 | 27 | New Holland Skid Steer L170 | Complete service and repairs |
| 67 | Nicholas | Taormino | 2/13/2014 | Street Vehicle Maintenance | 0.50 | | | Enter receipts |
| 67 | Nicholas | Taormino | 2/13/2014 | Public Safety Vehicle Repair | 0.50 | 122 | Squad Car | Change button on controller |
| 67 | Nicholas | Taormino | 2/14/2014 | Street Vehicle Maintenance | 1.00 | 6 | Isuza W-4 Dump 1-1/2 Ton | Change directional switch |
| 67 | Nicholas | Taormino | 2/14/2014 | Street Vehicle Maintenance | 1.00 | | | Help fill oile and coolant tanks |
| 67 | Nicholas | Taormino | 2/14/2014 | Street Vehicle Maintenance | 4.00 | 13 | Ford Crown Victoria (HR) | Service and complete repairs |

| Emp # | Name | | Date | Description | Hours | Veh # | Description | Notes |
|-------|----------|----------|-----------|------------------------------|-------|-------|----------------------------------|--------------------------------------|
| 67 | Nicholas | Taormino | 2/14/2014 | Public Safety Vehicle Repair | 1.00 | 123 | Squad Car | Install floor mats |
| 71 | Paul | Smith | 2/17/2014 | Street Vehicle Maintenance | 0.50 | 5 | IH 4900 4x2 Dump/Plow/Sand | Diagnose oil leak |
| 67 | Nicholas | Taormino | 2/17/2014 | Street Vehicle Maintenance | 3.00 | 26 | John Deere 410 J Back Hoe | Install window |
| 71 | Paul | Smith | 2/17/2014 | Street Vehicle Maintenance | 0.50 | | | Go over fuel tracking |
| 71 | Paul | Smith | 2/17/2014 | Street Vehicle Maintenance | 1.00 | 16 | IHC Dump/Plow/Sand 4900 4x2 | Fix mirror brackets |
| 71 | Paul | Smith | 2/17/2014 | Street Vehicle Maintenance | 1.00 | 21 | John Deere Loader 554E | Install cutting edge |
| 71 | Paul | Smith | 2/17/2014 | Street Vehicle Maintenance | 3.00 | 26 | John Deere 410 J Back Hoe | Install window |
| 67 | Nicholas | Taormino | 2/17/2014 | Street Vehicle Maintenance | 0.50 | | | Go over fuel tracking and tanks |
| 67 | Nicholas | Taormino | 2/17/2014 | Street Vehicle Maintenance | 0.50 | 5 | IH 4900 4x2 Dump/Plow/Sand | Diagnose oil leak |
| 67 | Nicholas | Taormino | 2/17/2014 | Street Vehicle Maintenance | 1.00 | 21 | John Deere Loader 554E | Replace cutting edge |
| 67 | Nicholas | Taormino | 2/17/2014 | Street Vehicle Maintenance | 2.00 | 15 | Chevrolet Silverado | To Madison to pick up window for #26 |
| 67 | Nicholas | Taormino | 2/17/2014 | Street Vehicle Maintenance | 1.00 | 16 | IHC Dump/Plow/Sand 4900 4x2 | Fix mirror brackets |
| 67 | Nicholas | Taormino | 2/18/2014 | Street Vehicle Maintenance | 1.00 | | | Enter fuel and receipts |
| 71 | Paul | Smith | 2/19/2014 | Water Vehicle Maintenance | 1.00 | 2 | Chevy W4500 | Oil change |
| 71 | Paul | Smith | 2/19/2014 | Street Vehicle Maintenance | 3.00 | 5 | IH 4900 4x2 Dump/Plow/Sand | Change oil pan |
| 71 | Paul | Smith | 2/19/2014 | Street Vehicle Maintenance | 2.00 | 8 | IH 4900 4x2 Dump/Plow/Sand (Oct) | Change cutting edge |
| 67 | Nicholas | Taormino | 2/19/2014 | Street Vehicle Maintenance | 2.00 | 12 | IH7400 DT466 Dump/Plow/Sand | Fix plow latch |
| 67 | Nicholas | Taormino | 2/19/2014 | Street Vehicle Maintenance | 2.00 | 5 | IH 4900 4x2 Dump/Plow/Sand | Change oil pan |
| 67 | Nicholas | Taormino | 2/19/2014 | Water Vehicle Maintenance | 1.00 | 2 | Chevy W4500 | Change oil |
| 67 | Nicholas | Taormino | 2/19/2014 | Street Vehicle Maintenance | 2.00 | 8 | IH 4900 4x2 Dump/Plow/Sand (Oct) | Change cutting edge |

| Emp # | Name | | Date | Description | Hours | Veh # | Description | Notes |
|-------|----------|-----------|-----------|--------------------------------|-------|-------|----------------------------------|---|
| 59 | Donald | Zimmerman | 2/20/2014 | Street Vehicle Maintenance | 1.50 | 15 | Chevrolet Silverado | Pick up parts at MidState and Bobcat |
| 59 | Donald | Zimmerman | 2/22/2014 | Street Vehicle Maintenance | 0.50 | 15 | Chevrolet Silverado | Wash truck |
| 67 | Nicholas | Taormino | 2/24/2014 | Street Vehicle Maintenance | 4.00 | 17 | Chevy Boom Truck | Rebuild extension cylinder |
| 67 | Nicholas | Taormino | 2/24/2014 | Public Safety Vehicle Repair | 1.00 | | | PD Car Counsole quotes |
| 67 | Nicholas | Taormino | 2/24/2014 | Street Vehicle Maintenance | 0.50 | 27 | New Holland Skid Steer L170 | Tire quotes |
| 59 | Donald | Zimmerman | 2/24/2014 | Street Vehicle Maintenance | 1.00 | 17 | Chevy Boom Truck | Work on bucket ruck |
| 67 | Nicholas | Taormino | 2/24/2014 | Street Vehicle Maintenance | 1.00 | | | Enter fuel and reciepts |
| 71 | Paul | Smith | 2/24/2014 | Street Vehicle Maintenance | 3.00 | 17 | Chevy Boom Truck | Repack cylinder |
| 67 | Nicholas | Taormino | 2/25/2014 | Street Vehicle Maintenance | 7.50 | 17 | Chevy Boom Truck | Complete service, repair leaks, install stroves |
| 67 | Nicholas | Taormino | 2/25/2014 | Wastewater Vehicle Maintenance | 0.50 | 3 | Ford Pick UP-Flat Bed | Top off Def fluid and window wash |
| 71 | Paul | Smith | 2/25/2014 | Parks Vehicle Maintenance | 2.00 | | | Organize mower blades |
| 71 | Paul | Smith | 2/25/2014 | Street Vehicle Maintenance | 6.00 | 17 | Chevy Boom Truck | Repack cylinderand wire sagety lights |
| 59 | Donald | Zimmerman | 2/25/2014 | Street Vehicle Maintenance | 0.50 | 15 | Chevrolet Silverado | Clean up from car accident |
| 67 | Nicholas | Taormino | 2/26/2014 | Street Vehicle Maintenance | 2.00 | 27 | New Holland Skid Steer L170 | Service and check over |
| 67 | Nicholas | Taormino | 2/26/2014 | Wastewater Vehicle Maintenance | 2.00 | 20 | IHC 7400 Hi-Vac Truck (Sewer) | Repair broken relief valve |
| 71 | Paul | Smith | 2/26/2014 | Street Vehicle Maintenance | 8.00 | 11 | Chevy W-4500 Utility (Sewer) | Cold Patch |
| 67 | Nicholas | Taormino | 2/26/2014 | Street Vehicle Maintenance | 3.00 | 26 | John Deere 410 J Back Hoe | Change tires |
| 70 | Kurt | Vlasak | 2/26/2014 | Street Vehicle Maintenance | 1.00 | 8 | IH 4900 4x2 Dump/Plow/Sand (Oct) | Pick up truck at Fagan |
| 59 | Donald | Zimmerman | 2/26/2014 | Wastewater Vehicle Maintenance | 1.00 | 15 | Chevrolet Silverado | #20 repairs |

| Emp # | Name | | Date | Description | Hours | Veh # | Description | Notes |
|-------|----------|-----------|-----------|--------------------------------|-------|-------|----------------------------------|---|
| 67 | Nicholas | Taormino | 2/26/2014 | Street Vehicle Maintenance | 1.00 | 15 | Chevrolet Silverado | Pickup tires and order parts |
| 67 | Nicholas | Taormino | 2/27/2014 | Street Vehicle Maintenance | 1.50 | | | Clean and organize shop |
| 60 | Ken | Vierck | 2/27/2014 | Street Vehicle Maintenance | 8.00 | | | Wash plow trucks and loader |
| 67 | Nicholas | Taormino | 2/27/2014 | Wastewater Vehicle Maintenance | 2.00 | 20 | IHC 7400 Hi-Vac Truck (Sewer) | Install valve and fill with water, test |
| 67 | Nicholas | Taormino | 2/27/2014 | Street Vehicle Maintenance | 1.50 | 27 | New Holland Skid Steer L170 | Change wrong tire and pick up correct one |
| 67 | Nicholas | Taormino | 2/27/2014 | Street Vehicle Maintenance | 2.50 | 40 | Fork Lift | Repari fork truck backer plate |
| 59 | Donald | Zimmerman | 2/28/2014 | Street Vehicle Maintenance | 1.50 | 15 | Chevrolet Silverado | Pick up cutting edge at Triebold |
| 59 | Donald | Zimmerman | 2/28/2014 | Street Vehicle Maintenance | 0.50 | 29 | Tool Cat Utility Vehicle | Install cutting edge |
| 60 | Ken | Vierck | 2/28/2014 | Street Vehicle Maintenance | 8.00 | | | Wash vehicles |
| 67 | Nicholas | Taormino | 2/28/2014 | Street Vehicle Maintenance | 1.50 | 29 | Tool Cat Utility Vehicle | Change cutting edge and order correct one |
| 67 | Nicholas | Taormino | 2/28/2014 | Street Vehicle Maintenance | 1.50 | 16 | IHC Dump/Plow/Sand 4900 4x2 | Change cutting edge |
| 67 | Nicholas | Taormino | 3/1/2014 | Street Vehicle Maintenance | 2.00 | 8 | IH 4900 4x2 Dump/Plow/Sand (Oct) | 6:30-8:30 am Fix blown high pressure hose |
| 60 | Ken | Vierck | 3/3/2014 | Street Vehicle Maintenance | 1.50 | | | Wash plow trucks |
| 67 | Nicholas | Taormino | 3/3/2014 | Street Vehicle Maintenance | 6.00 | 54 | Sul-Air Compressor | Check over and repair |
| 67 | Nicholas | Taormino | 3/3/2014 | Street Vehicle Maintenance | 1.00 | | | Enter fiel |
| 59 | Donald | Zimmerman | 3/3/2014 | Street Vehicle Maintenance | 2.50 | 15 | Chevrolet Silverado | Take #54 Radiator for repair |
| 59 | Donald | Zimmerman | 3/3/2014 | Street Vehicle Maintenance | 0.50 | 16 | IHC Dump/Plow/Sand 4900 4x2 | Clean out sander foe water main break |
| 59 | Donald | Zimmerman | 3/3/2014 | Street Vehicle Maintenance | 1.00 | 15 | Chevrolet Silverado | Pick up parts in Janesville |
| 59 | Donald | Zimmerman | 3/3/2014 | Street Vehicle Maintenance | 1.00 | 54 | Sul-Air Compressor | Work on |
| 67 | Nicholas | Taormino | 3/3/2014 | Street Vehicle Maintenance | 1.00 | 16 | IHC Dump/Plow/Sand 4900 4x2 | Install new P.S. pump |

| Emp # | Name | | Date | Description | Hours | Veh # | Description | Notes |
|-------|----------|-----------|-----------|------------------------------|-------|-------|--------------------------------|------------------------------------|
| 59 | Donald | Zimmerman | 3/4/2014 | Street Vehicle Maintenance | 2.00 | 52 | IH7400 DT466 Dump/Plow/Sand | Wash truck, grease, fix light |
| 59 | Donald | Zimmerman | 3/5/2014 | Public Safety Vehicle Repair | 0.50 | 15 | Chevrolet Silverado | 3:30-4pm Pick up squad |
| 67 | Nicholas | Taormino | 3/5/2014 | Public Safety Vehicle Repair | 0.50 | 122 | Squad Car | Pick up from Best Buy |
| 67 | Nicholas | Taormino | 3/5/2014 | Public Safety Vehicle Repair | 0.50 | 122 | Squad Car | 3:30-4 Pick up squad from Best Buy |
| 59 | Donald | Zimmerman | 3/5/2014 | Public Safety Vehicle Repair | 0.50 | 15 | Chevrolet Silverado | Pick up squad at Best Buy |
| 67 | Nicholas | Taormino | 3/6/2014 | Street Vehicle Maintenance | 7.00 | 19 | IHC Dump/Plow/Sand 4900 4x2 | Work on leaf spring replacement |
| 67 | Nicholas | Taormino | 3/6/2014 | Public Safety Vehicle Repair | 1.00 | 123 | Squad Car | Deliver and pick up from Best Buy |
| 59 | Donald | Zimmerman | 3/6/2014 | Street Vehicle Maintenance | 5.50 | 19 | IHC Dump/Plow/Sand 4900 4x2 | Repari |
| 59 | Donald | Zimmerman | 3/6/2014 | Street Vehicle Maintenance | 1.50 | 15 | Chevrolet Silverado | Pick up parts in Madison |
| 59 | Donald | Zimmerman | 3/6/2014 | Public Safety Vehicle Repair | 1.00 | 15 | Chevrolet Silverado | Pick up squad at Best Buy |
| 63 | Ward | Edwardson | 3/7/2014 | Street Vehicle Maintenance | 0.50 | 16 | IHC Dump/Plow/Sand 4900 4x2 | Install leaf springs |
| 60 | Ken | Vierck | 3/7/2014 | Street Vehicle Maintenance | 0.50 | 16 | IHC Dump/Plow/Sand 4900 4x2 | Install leaf spring |
| 71 | Paul | Smith | 3/7/2014 | Street Vehicle Maintenance | 3.00 | 19 | IHC Dump/Plow/Sand 4900 4x2 | Install leaqf springs |
| 59 | Donald | Zimmerman | 3/7/2014 | Street Vehicle Maintenance | 7.00 | 19 | IHC Dump/Plow/Sand 4900 4x2 | Work on leaf springs |
| 67 | Nicholas | Taormino | 3/7/2014 | Street Vehicle Maintenance | 1.00 | 11 | Chevy W-4500 Utility (Sewer) | Take down for repairs |
| 67 | Nicholas | Taormino | 3/7/2014 | Street Vehicle Maintenance | 7.00 | 19 | IHC Dump/Plow/Sand 4900 4x2 | Work on leaf spring replacement |
| 67 | Nicholas | Taormino | 3/10/2014 | Street Vehicle Maintenance | 1.00 | | | Enter fuel and receipts |
| 67 | Nicholas | Taormino | 3/10/2014 | Street Vehicle Maintenance | 2.00 | 19 | IHC Dump/Plow/Sand 4900 4x2 | Fix lights and plow mount |
| 67 | Nicholas | Taormino | 3/11/2014 | Street Vehicle Maintenance | 4.50 | 29 | Tool Cat Utility Vehicle | Fix snowblower |
| 59 | Donald | Zimmerman | 3/11/2014 | Street Vehicle Maintenance | 1.00 | 15 | Chevrolet Silverado | Parts run Janesville |
| 67 | Nicholas | Taormino | 3/11/2014 | Public Safety Vehicle Repair | 1.50 | 123 | Squad Car | Service , Wash, Change wipers |

| Emp # | Name | | Date | Description | Hours | Veh # | Description | Notes |
|-------|----------|-----------|-----------|----------------------------------|-------|-------|-------------------------------------|-------------------------------------|
| 59 | Donald | Zimmerman | 3/12/2014 | Street Vehicle Maintenance | 1.50 | 15 | Chevrolet Silverado | Pick up hoses in Janesville for #27 |
| 67 | Nicholas | Taormino | 3/12/2014 | Public Safety Vehicle Repair | 1.00 | 122 | Squad Car | Troubleshoot computer charger |
| 67 | Nicholas | Taormino | 3/12/2014 | Street Vehicle Maintenance | 4.00 | 27 | New Holland Skid Steer L170 | Replace worn hoses |
| 67 | Nicholas | Taormino | 3/12/2014 | Wastewater Vehicle Maintenance | 2.00 | 11 | Chevy W-4500 Utility (Sewer) | Look up parts for PO |
| 67 | Nicholas | Taormino | 3/14/2014 | Street Vehicle Maintenance | 2.00 | 52 | IH7400 DT466 Dump/Plow/Sand | Deliver truck to Northland |
| 67 | Nicholas | Taormino | 3/14/2014 | Parks Vehicle Maintenance | 5.00 | 39 | Toro 10.5' Deck Mower | Tint windows and start repairs |
| 67 | Nicholas | Taormino | 3/14/2014 | Street Vehicle Maintenance | 1.00 | 8 | IH 4900 4x2 Dump/Plow/Sand (Oct) | Service and Check over |
| 59 | Donald | Zimmerman | 3/14/2014 | Parks Vehicle Maintenance | 2.00 | 38 | Toro Mower 11' Deck | Work on |
| 59 | Donald | Zimmerman | 3/14/2014 | Street Vehicle Maintenance | 1.00 | 15 | Chevrolet Silverado | Tale #52 to Northland |
| 59 | Donald | Zimmerman | 3/14/2014 | Stormwater Equipment Maintenance | 1.00 | 23 | Elgin Sweeper P-1986-S | Work on |
| 67 | Nicholas | Taormino | 3/17/2014 | Public Safety Vehicle Repair | 4.00 | 123 | Squad Car | Swap consoles |
| 67 | Nicholas | Taormino | 3/17/2014 | Parks Vehicle Maintenance | 1.50 | 39 | Toro 10.5' Deck Mower | Wire strobe lights |
| 67 | Nicholas | Taormino | 3/17/2014 | Street Vehicle Maintenance | 1.50 | 10 | IH 7400 6x4 Patrol Truck | Remove wing |
| 67 | Nicholas | Taormino | 3/17/2014 | Stormwater Equipment Maintenance | 1.00 | 23 | Elgin Sweeper P-1986-S | Adsjust rubbers |
| 59 | Donald | Zimmerman | 3/17/2014 | Street Vehicle Maintenance | 1.00 | 10 | IH 7400 6x4 Patrol Truck | Remove plow |
| 67 | Nicholas | Taormino | 3/18/2014 | Public Safety Vehicle Repair | 6.00 | 122 | Squad Car | Swap consoles |
| 59 | Donald | Zimmerman | 3/18/2014 | Street Vehicle Maintenance | 1.00 | 15 | Chevrolet Silverado | Pick up #52 Northland |
| 67 | Nicholas | Taormino | 3/18/2014 | Street Vehicle Maintenance | 1.00 | | | Enter fuel |
| 67 | Nicholas | Taormino | 3/18/2014 | Street Vehicle Maintenance | 1.00 | 52 | IH7400 DT466 Dump/Plow/Sand | Pickup from Northland |

| Emp # | Name | | Date | Description | Hours | Veh # | Description | Notes |
|-------|----------|-----------|-----------|----------------------------|-------|-------|-----------------------------|---|
| 67 | Nicholas | Taormino | 3/19/2014 | Parks Vehicle Maintenance | 8.00 | 39 | Toro 10.5' Deck Mower | Finsih repairs, wire lights, wash, tink windows |
| 59 | Donald | Zimmerman | 3/20/2014 | Street Vehicle Maintenance | 1.00 | 15 | Chevrolet Silverado | #52 to Lakeside |
| 70 | Kurt | Vlasak | 3/20/2014 | Street Vehicle Maintenance | 5.00 | 17 | Chevy Boom Truck | Clean |
| 68 | Aaron | Schilling | 3/20/2014 | Street Vehicle Maintenance | 5.00 | 17 | Chevy Boom Truck | Clean |
| 67 | Nicholas | Taormino | 3/20/2014 | Water Vehicle Maintenance | 8.00 | 18 | GMC Sierra 1500 SLE (Water) | New brakes, fix exhaust, pipe rack |
| 59 | Donald | Zimmerman | 3/20/2014 | Street Vehicle Maintenance | 1.00 | 15 | Chevrolet Silverado | Parts run Janesville |

Wisconsin Department of Safety and Professional Services
 Trades Credentialing Unit
 PO Box 78780
 Milwaukee, WI 53293-0780



Phone: 608-266-2112
 Email: DpsSbCredentialing@wi.gov
 Web: <http://dps.wi.gov>

Scott Walker, Governor
 Dave Ross, Secretary

Electrical Contractor License

Your application will not be processed or will be delayed unless you:

- 1. Complete the application including signing and dating the first page.
- 2. Write in your social security number.
- 3. Attach the specified fee listed on this application.
- 4. Make a photocopy of the completed application for your records.

By signing below, the applicant swears that all information provided on this application is true, accurate and that the credential requirements are met. Notice: Information collected may be used for participation surveys, eligibility for approvals, law enforcement (including child support and tax delinquency enforcement) purposes and other secondary purposes. The department may also provide this information to requesters pursuant to Wisconsin's open records law, ss. 19.31-19.39 stats. Social security numbers are required when applying for a license per Wisconsin Stats, but they may not be disclosed to anyone except other State of Wisconsin governmental agencies.

| Business Information | Contact Person Information |
|---|---|
| Federal Employer Identification Number (FEIN): | Social Security Number: |
| Business Name: | Individual's Name : |
| No. & Street, or P.O. Box: | Address No. & Street, or P.O. Box: |
| City, Town or Village, State, Zip + 4 Code: | City, Town or Village, State, Zip + 4 Code: |
| Country, if Other Than United States: | Country, if Other Than United States: |
| Business Telephone No. (include area code): | Telephone No. (include area code): |
| If Available, Business Fax No. (include area code): | |

By signing below, the applicant swears that all information provided on this application is true, accurate and that the credential requirements are met.

*The individual applying for a business credential shall be the owner of the contracting business, a partner in the contracting business applying on behalf of a partnership, or the chairman of the board or chief executive officer applying on behalf of the contracting corporation.

Applicant's Signature

Date (mo/day/yr)

Send application and payment to: DSDS Trades Credentialing, PO Box 78780, Milwaukee, WI 53293-0780.

Office location: DSDS Trades Credentialing, 1400 East Washington Ave., Madison, WI 53703

All other correspondence: DSDS Trades Credentialing, PO Box 7082, Madison, WI 53707 Phone: 608-266-2112. TTY: Contact through Relay or DpsSbCredentialing@wi.gov.

Application and Credential Fee (nonrefundable): class code 7631

Make checks payable to: State of WI – DSDS. The fee consists of a \$35 application fee and a credential fee of \$200. The \$200 credential fee has been prorated because the credential expires on a specific date. The credential will be effective for four years from June 30th.

Are you a Veteran?

Are you requesting a waiver of your initial credentialing fee?

- Yes Provide a copy of your Department of Veterans Affairs voucher code. DVA Voucher Code: _____
- No Submit the appropriate fee listed in the table below.

You may contact DVA at 1-800-WisVets or www.WisVets.com for assistance in obtaining your DVA Voucher Code.

| Month Application is mailed | Fee | Month Application is mailed | Fee | Month Application is mailed | Fee |
|-----------------------------|----------|-----------------------------|----------|-----------------------------|----------|
| January | \$209.98 | May | \$193.30 | September | \$226.66 |
| February | \$205.81 | June | \$189.13 | October | \$222.49 |
| March | \$201.64 | July | \$235.00 | November | \$218.32 |
| April | \$197.47 | August | \$230.83 | December | \$214.15 |

Record the amount of the fee you will be sending in the box below:

Fee Submitted (nonrefundable): \$ class code 7631

Reason for Credential: Pursuant to s. 101.862, Stats., no person or entity, as of April 1, 2014, may engage in the business or offer to engage in the business of installing, repairing, or maintaining electrical wiring unless the person or entity holds a license or certification issued by the department as a licensed Electrical Contractor, except as provided under s. 101.862 (4), Stats.

Qualifications for Credential: The person applying for an Electrical Contractor license shall be the owner of the contracting business, a partner in the contracting business applying on behalf of the partnership, or the chairman of the board or chief executive officer applying on behalf of the contracting corporation.

Requirements of Credential:

(a) A licensed electrical contractor shall utilize the appropriately licensed or registered individuals to construct, install, repair or maintain electrical wiring.

(b) For any electrical installation that requires a uniform building permit under SPS 320.08, a person who holds an electrical contractor license may not commence installation of electrical wiring until a permit is issued for the installation.

Note: SPS 320 to 325 applies to one- and 2-family dwellings and manufactured dwellings. The department's uniform building permit is issued either by the municipality in which the dwelling is located or by a UDC inspection agency where the municipality does not administer the Uniform Dwelling Code.

(c) A licensed Electrical Contractor may not contract with another person or entity to engage in construction business activities unless the person or entity holds a credential under SPS 305.30(1)(a) or (b).

(d) A person or entity that holds an Electrical Contractor license shall include his or her license number on all construction bids and contracts.