



BOARD OF LICENSE EXAMINERS AGENDA

December 06, 2022 at 5:00 PM

City Hall - Room 106, 828 Center Avenue, Sheboygan, WI

Persons with disabilities who need accommodations to attend this meeting should contact the Building Inspection office, (920) 459-3477. Persons other than commission, committee, and board members who wish to participate remotely shall provide notice to the Building Inspection office at 920-459-3477 at least 24 hours before the meeting so that the person may be provided a remote link for that purpose.

OPENING OF MEETING

1. Roll Call
2. Call to Order
3. Pledge of Allegiance
4. Introduction of Commission members and staff

MINUTES

- [5.](#) Approval of Minutes - October 4, 2022

ITEMS FOR DISCUSSION AND POSSIBLE ACTION

- [6.](#) 5564 - Matthew D Paulus - General Contractor
- [7.](#) Contractor 5562 - Tim J Kleiber - Carpenter Contractor
- [8.](#) Contractor 47544 - Martin A Perez - Complaint filed by Tami Klauck and Paul Hahn of 2413 N 7th St

NEXT MEETING DATE

9. Next scheduled meeting: February 7, 2023 at 5:00 PM

ADJOURN

10. Motion to Adjourn

In compliance with Wisconsin's Open Meetings Law, this agenda was posted in the following locations more than 24 hours prior to the time of the meeting:

*City Hall • Mead Public Library
Sheboygan County Administration Building • City's website*

CITY OF SHEBOYGAN
BOARD OF LICENSE EXAMINERS MINUTES

Tuesday, October 04, 2022

Persons with disabilities who need accommodations to attend this meeting should contact the Building Inspection office, (920) 459-3477. Persons other than commission, committee, and board members who wish to participate remotely shall provide notice to the Building Inspection office at 920-459-3477 at least 24 hours before the meeting so that the person may be provided a remote link for that purpose.

OPENING OF MEETING

1. Roll Call

Board Members Present: Ald. Barbara Felde, Andy Hopp, Craig Seider, Todd Thone, and Dan Zelm

Staff/Officials Present: Building Inspector Pat Eirich (Secretary) and Building Inspector Jeff Lutzke

Others Present: Tami Klauck, Paul Hahn

2. Call to Order

Meeting called to order at 5:00 P.M. by Ald. Barbara Felde.

3. Pledge of Allegiance

4. Introduction of Commission members and staff

MINUTES

5. Approval of Minutes - September 6, 2022

Approved minutes of September 6, 2022 meeting. Motion by Dan Zelm, seconded by Andy Hopp to approve minutes. Motion carried.

ITEMS FOR DISCUSSION AND POSSIBLE ACTION

6. Contractor 4601 - Jon E Hendersen - General Contractor

Motion by Craig Seider, seconded by Todd Thone to grant city General Contractor license and send to Council. Motion carried.

7. Addition Applications received after Agenda Published

No additional applications received.

8. Contractor 47544 - Martin A Perez - Complaint

Complaint found to have merit. Motion by Andy Hopp, seconded by Dan Zelm to have contractor appear at the next meeting. Motion carried.

NEXT MEETING DATE

9. Next scheduled meeting: December 6, 2022

Item 5.

Motion by Dan Zelm, seconded by Todd Thone to have next meeting on December 6, 2022 at 5:00 P.M.
Motion carried.

ADJOURN

10. Motion to Adjourn

Motion by Craig Seider, seconded by Todd Thone to adjourn at 5:30 P.M. Motion carried.

In compliance with Wisconsin's Open Meetings Law, this agenda was posted in the following locations more than 24 hours prior to the time of the meeting:

*City Hall • Mead Public Library
Sheboygan County Administration Building • City's website*



Customer No.: 5564 Application Date: _____ Approved: _____ on: _____

----- DO NOT COMPLETE BLANKS ABOVE THIS LINE -----

TO THE BOARD OF LICENSE EXAMINERS OF THE CITY OF SHEBOYGAN, WISCONSIN

Please type or print neatly and legibly in black or dark blue ink - pencil not acceptable. Incomplete applications will be rejected.

All Applications requiring Board of License Examiners approval must be submitted by Wednesday prior to the scheduled meeting.

The undersigned hereby applies for a (select those that apply):

Annual: X Temporary: _____

Temporary Job Location: _____

License		
	Board Meeting	Exam
General Contractor <u>X</u>	YES	YES
Carpenter _____	YES	NO
Carpenter-Accessory _____	YES	NO

Certificate	
Moving/Razing _____	Excavating _____
Concrete/Asphalt _____	Masonry _____
Steel Erecting _____	Tuckpointing _____
Roofing _____	Siding _____
Doors/Windows _____	Insulation _____
Drywall _____	Fences _____
Cabinets/Countertops _____	

(do not complete this section) in the city of Sheboygan, Wisconsin for the year ending December 31, 20____. The application fee of \$ _____ has been paid to the Building Inspection Department as shown by Receipt Number _____. License/Certificate Fee of \$ _____ is to be made upon application approval for License/Certificate.

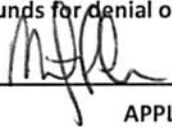
All of the following questions/blanks must be completed:

- First Name MATTHEW Middle Initial D Last Name PAULUS
Home Address 1630 S. Ponderosa Drive Cell #: (715) 295-3430
City Stevens Point State WI Zip(+4) 54482 - 8632
- Email MATT.PAULUS@BOLDT.COM
- State Credentials: Dwelling Contractor: DC-092100975 Dwelling Qualifier: DCQ-092201109
- Current Employer THE BOLDT COMPANY
How long have you been employed: 13 years 6 months. Number of employees: _____
Work Address 2525 N. ROEMER RD Work #: (920) 739-6321
City APPLETON State WI Zip(+4) 54911 - 8623
- Work Experience: For whom have you worked? How did you gain your contracting experience?

For <u>The Boldt Company</u>	Address <u>2525 N. Roemer Road, Appleton, WI 54911</u>
From Date <u>May 2009</u>	To Date <u>Present</u>
For _____	Address _____
From Date _____	To Date _____
For _____	Address _____
From Date _____	To Date _____
For _____	Address _____
From Date _____	To Date _____

- 6 State in detail the type of work you have been doing: Project management and business management of general construction and construction management of projects, including industrial, power, municipal, commercial, K-12, healthcare and development
and the type of work you expect to do in the future: Same as above.
- 7 Have you attended a trade school: No. If yes, give date, name and address of school(s) attended:
- 8 Did you serve an apprenticeship period? No, If so, state with whom, and dates:
- 9 Have you ever held a Construction related license? No If YES, list type, date and jurisdiction.
Have you ever had a construction related license denied, refused, or revoked? No If YES, list date, place and reason:
- 10 Have you read the Ordinance and all amendments to date which were passed by the Common Council of the City of Sheboygan, Wisconsin, pertaining to the License/Certification you are applying for? Yes. Are you familiar with the definition of, and can perform the work required under the Municipal Code? Yes.
- 11 If you are granted a license/certification, will you comply with the Ordinance and its amendments, and with the orders of the Inspector? Yes.

I, the applicant, mentioned in the foregoing application for a City of Sheboygan Contractor License/Certification, have read each of the foregoing questions from 1 to 11 inclusive; to which I have made answer, and said answers in each instance are true and correct. I understand false statements or willful omission of pertinent information will be grounds for denial or revocation of a license/certificate.



APPLICANT SIGNATURE

11/28/2022

DATE

Witnessed by: Amanda Benton

Print Name: Amanda Benton

Address: 2525 N. Roemer Road
Appleton, WI 54911

Applicant acknowledges:

- a) Receipt of City Ordinance Chapter 26 Division 3 - Contractors
- b) License expires at end of calendar year
- c) It is my responsibility to renew license prior to expiration.
- d) It is my responsibility to submit timely Certificate of Insurance to keep file current

October 26, 2001

TO ALL BUILDING CONTRACTORS:

To better utilize available hours of Building Inspection Department personnel, it is important to reemphasize the process and procedures provided for in city and state codes for required inspections. Please read the attached carefully and adhere to the requirements. If a required inspection is not requested of our department, a penalty inspection fee of \$50 will be assessed. The inspection, at your own expense, is still required even if this means having to uncover, dismantle, or excavate the area.

BUILDING INSPECTION DEPARTMENT

After you read the attached required inspections, please sign below. **This sheet must accompany your annual license renewal and will be kept on file.**



Building Contractor - Signature

11/29/2022

Date

Matthew Paulus

Building Contractor - please print

FOR SOLE PROPRIETORS, PARTNERSHIPS, OR LLCs WITH NO EMPLOYEES, PLEASE READ AND SIGN BELOW TO WAIVE WORKER'S COMPENSATION REQUIREMENT. (CORPORATIONS ARE NOT ELIGIBLE FOR THIS OPTION.)

Please be advised that _____ has/have no employees at this time. If in the future employees are hired, a certificate of insurance reflecting a policy of workman's compensation will be provided.

Signature: _____ Date: _____



The Boldt Company
2525 N. Roemer Road
Appleton, WI 54911

800.992.6538
920.739.6321
boldt.com

Item 6.

November 28, 2022

VIA UPS

City of Sheboygan
828 Center Avenue, Suite 208
Sheboygan, WI 53081-4442

RE: The Boldt Company – City of Sheboygan – General Contractor License
Application

To Whom It May Concern:

Enclosed please find the completed Board of License Examiners of the City of Sheboygan, Wisconsin application for a General Contractor License. The applicant is Matthew Paulus. We are requesting the application be reviewed at the upcoming board meeting in December. Also enclosed is the \$25.00 application fee.

Please let me know if you have any questions or if you require further information.

Sincerely,

A handwritten signature in black ink that reads "Amanda Benton".

Amanda Benton
Risk Management Coordinator
Direct Line: 920-225-6127
Email: Amanda.Benton@boldt.com
Enclosures



BUILDING INSPECTION DEPARTMENT
 828 Center Avenue, Suite 208
 Sheboygan, WI 53081-4442
 Phone: (920) 459-3477
 Fax: (920) 459-0210
 buildinginspection@sheboyganwi.gov

Customer No.: 5562 Application Date: 12/02/2022 Approved by: AKH on: _____

----- DO NOT COMPLETE BLANKS ABOVE THIS LINE -----

TO THE BOARD OF LICENSE EXAMINERS OF THE CITY OF SHEBOYGAN, WISCONSIN

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All Applications requiring Board of License Examiners approval must be submitted by Wednesday prior to the scheduled meeting.

The undersigned hereby applies for a (select those that apply):

Annual: ☒ Temporary: _____

License		
	Board Meeting	Exam
General Contractor _____	<u>YES</u>	<u>YES</u>
Carpenter <u>X</u>	YES	NO
Carpenter-Accessory _____	YES	NO

Certificate		
Moving/Razing _____	Excavating _____	
Concrete/Asphalt <u>X</u>	Masonry _____	
Steel Erecting _____	Tuckpointing _____	
Roofing _____	Siding _____	
Windows _____	Doors _____	
Insulation _____	Fences _____	
Cabinets/Countertops _____		

in the city of Sheboygan, Wisconsin for the year ending December 31, 2023. The application fee of \$ 300 has been paid to the Building Inspection Department as shown by Receipt Number _____. License/Certificate Fee of \$ _____ is to be made upon application approval for License/Certificate.

All of the following questions/blanks must be completed:

- First Name Tim Middle Initial J Last Name Kleiber
 Home Address N3514 Blueberry Lane Cell #: (920) 207-8997
 City Waldo State wi Zip(+4) 53093 -
- Email tim@kleiberconstruction.com
- State Credentials: Dwelling Contractor: 1252264 Dwelling Qualifier: 1252202
- Current Employer Kleiber Construction Inc
 How long have you been employed: 22 years _____ months. Number of employees: 24
 Work Address 510 Water Street Work #: (920) 207 8997
 City Sheboygan Falls State WI Zip(+4) 53085 -
- Work Experience: For whom have you worked? How did you gain your contracting experience?
 For Kleiber Construction Since 2000 Address 15785 Hillcrest Drive
 From _____ To Plymouth WI 53073
 For _____ Address _____
 From _____ To _____
 For _____ Address _____
 From _____ To _____
 For _____ Address _____
 From _____ To _____

BUILDING INSPECTION DEPARTMENT
828 Center Avenue, Suite 208
Sheboygan, WI 53081-4442
Phone: (920) 459-3477
buildinginspection@sheboyganwi.gov



6 State in detail the type of work you have been doing: Masonry, Carpentry, Addition, New homes
remodels, General Contracting

and the type of work you expect to do in the future: Same as above

7 Have you attended a trade school: yes. If yes, give date, name and address of school(s) attended:

Fox Valley Tech - Spanbauer Center

8 Did you serve an apprenticeship period? NO. If so, state with whom, and dates:

9 Have you ever held a Construction related license? yes If YES, list type, date and jurisdiction.

WI Dwelling + Contractor license

Have you ever had a construction related license denied, refused, or revoked? NO If YES, list date, place and reason:

10 Have you read the Ordinance and all amendments to date which were passed by the Common Council of the City of Sheboygan, Wisconsin, pertaining to the License/Certification you are applying for? yes. Are you familiar with the definition of, and can perform the work required under the Municipal Code? yes.

11 If you are granted a license/certification, will you comply with the Ordinance and its amendments, and with the orders of the Inspector? yes.

I, the applicant, mentioned in the foregoing application for a City of Sheboygan Contractor License/Certification, have read each of the foregoing questions from 1 to 11 inclusive; to which I have made answer, and said answers in each instance are true and correct. I understand false statements or willful omission of pertinent information will be grounds for denial or revocation of a license/certificate.

APPLICANT SIGNATURE

11-10-22

DATE

Witnessed by:

Print Name:

Address:

Jill Kleiber

Jill Kleiber

13514 Blueberry lane

Wauke WI 53093

Applicant acknowledges:

- a) Receipt of City Ordinance Chapter 26 Division 3 - Contractors
- b) License expires at end of calendar year
- c) It is my responsibility to renew license prior to expiration.
- d) It is my responsibility to submit timely Certificate of Insurance to keep file current



BUILDING INSPECTION DEPARTMENT
828 Center Avenue, Suite 208
Sheboygan, WI 53081-4442
Phone: (920) 459-3477
buildinginspection@sheboyganwi.gov

October 26, 2001

TO ALL BUILDING CONTRACTORS:

To better utilize available hours of Building Inspection Department personnel, it is important to reemphasize the process and procedures provided for in city and state codes for required inspections. Please read the attached carefully and adhere to the requirements. If a required inspection is not requested of our department, a penalty inspection fee of \$50 will be assessed. The inspection, at your own expense, is still required even if this means having to uncover, dismantle, or excavate the area.

BUILDING INSPECTION DEPARTMENT

After you read the attached required inspections, please sign below. This sheet must accompany your annual license renewal and will be kept on file.

Building Contractor - Signature

11-10-22
Date

Tim Kleiber

Building Contractor - please print

Please call me for the meeting on 12-6 @ 5:00 PM @ 920-207-8497

FOR SOLE PROPRIETORS, PARTNERSHIPS, OR LLCs WITH NO EMPLOYEES, PLEASE READ AND SIGN BELOW TO WAIVE WORKER'S COMPENSATION REQUIREMENT. (CORPORATIONS ARE NOT ELIGIBLE FOR THIS OPTION.)

Please be advised that _____ has/have no employees at this time. If in the future employees are hired, a certificate of insurance reflecting a policy of workman's compensation will be provided.

Signature: _____ Date: _____

Eirich, Pat

From: Tami KK <tamiorphan@hotmail.com>
Sent: Wednesday, September 7, 2022 9:16 AM
To: Lutzke, Jeffrey; Joseph Voelkner; Eirich, Pat
Subject: Complaint
Attachments: martins 2.docx

Tami Klauck

Sent from Outlook

To Whom it may concern,

Last September we saw Martins Concrete company doing some work for a house in the area. I went over to the workers and asked if somebody could come give us a quote for a driveway. My neighbor Vicki (2 doors to the south) and the landlord (Matt 1 door to the south) also asked for quotes.

The quote came back in, and my husband and I talked about it and we agreed to take his offer. We have used Kluncks (Quality Concrete) in the past but were not able to get on their calendar for a while, so we decided to go with Martins.

Martins came over and my husband and I explained what we were trying to accomplish, and we were looking at doing it in 3 phases.

#1 We had an area in the back that had rocks on the parking pad that we wanted fixed and cemented. Martins came and did that and immediately we had standing water issues. I did contact Martins on several occasions, and he did come and look at it. Forgot to put in rebar and our neighbor to the North informed us. He did give us refund for the wire but we asked for the rebar to be put in.

Martins came to look on March 8 and said that he would run a drain to the back of our yard due to the issue with standing water. At this point we agreed to go ahead with phase 2.

#2 This phase we wanted the entire back part of the driveway redone due to it being cracked and uneven and the back sidewalk to both back doors. I did give him a down payment, and he said that he could come in the first week of May.

There was no show all of May and no contact and we ran into Martins at Menards and asked when he was coming to do our cement. He didn't recall us, and I explained the water issue and down payment.

Martins came on Saturday June 18th to remove the cement in our old driveway. On Monday they came and framed everything out and said that they would be pouring on Tuesday. They didn't show up on Tuesday but on Wednesday I received a call at work and Martins said that they were at the house with the cement truck, and they needed to get into our garage. Unfortunately, our garage doesn't have a door and he asked if he could take out the plastic on one of the windows, I did agree, and the cement was poured.

End of story:

They did a TERRIBLE job, didn't pin the cement like we asked, didn't use rebar like we talked about, ran the water drain to the neighbor's house instead of the back yard, lots of cracks in cement, lines weren't cut in the cement in the entire back patch, and now we have standing water in 2 different places.

To top this off they threw all the mix on our neighbor's property and in the street.

Hired Joseph Voelkner on June 29, 2022.

You do have my permission to speak with him.

Attaching several photos.



July 5, 2022

PAUL J HAHN
2413 N 7TH ST
SHEBOYGAN WI 53083-4928

RE: 2413 N 7th ST – Driveway Drainage Violations

Dear Property Owner:

After a complaint was received an inspection was performed on June 24, 2022 at 2413 N 7th ST for driveway drainage violations. The following conditions were found:

- A previously graveled area was replaced with concrete
- An existing concrete driveway was partially replaced with new concrete
- A trench drain was installed at grade in the new driveway.

The outlet of the trench drain is located less than 12 inches from the south property line and the new concrete area is sloped towards the south property line. Both of these conditions are creating drainage violations and must be corrected by July 31, 2022 or municipal citations may be issued.

Sec. 110-144. - Culverts, conduits and other drainage devices.
(d) *Driveway interfering with drainage.* No person shall construct a driveway which in any manner adversely affects the drainage or flow of surface water or stormwater.

Sec. 15.206(8)(n)(2)(c) Any drainage improvement shall not increase the rate or volume of discharge from the subject property onto any adjacent properties.

Please contact me at 920-459-3481 with any questions and to schedule a reinspection after the violations have been corrected.

BUILDING INSPECTION DEPARTMENT

Jeffrey Lutzke

BUILDING INSPECTION

828 Center Ave, Suite 208
Sheboygan, WI 53081-4442

920-459-3477 (Phone)
920-459-0210 (Fax)

www.sheboyganwi.gov
buildinginspection@sheboyganwi.gov

Building Inspector