

**Town of Somers
7511 12th Street
Somers, WI 53171**

**Town Work Session Meeting
Agenda
Tuesday, February 4, 2025
5:15 p.m.**

Town Board Work Session Meeting:	
Item #	
1	Call to Order
2	Citizen Comments
3	Administrator's Report
4	Chair & Supervisor Reports
5	Review and Discuss proposed Ordinance 2025-001, an Ordinance to update Chapter 5 Code of Ordinances of the Town of Somers to require the use of a system called The Compliance Engine as it relates to fire protection system inspections, testing, maintenance, and servicing.
6	Review and discuss 2024-2025 Mobile Home Park License for Kenosha MHP, LLC
7	Review tentative agenda for Town Board meeting on Feb. 11, 2025.
8	Adjourn

I hereby certify that, as the designee of the chief elected official of the Town of Somers, I posted this notice of the February 4th, 2025 Work Session Meeting & Agenda in 3 public places & Somers website.

Dated this 31st day of January 2025.

Wendy Burnette, Clerk-Treasurer

Requests from persons with disabilities who need assistance to participate in this meeting should be made to the Clerk's Office at 262-859-2822 with as much notice as possible. **Notice is hereby given that members of the Town Board may participate telephonically. Notice is hereby given that members of the Village Board may be in attendance for the sole purpose of gathering information. A quorum may be present. However, no Board action will be taken.**



**TOWN OF SOMERS
TOWN BOARD
WORK SESSION ITEM MEMORANDUM**

WORK SESSION: Feb. 4 , 2025

TO: Town Chair Molinaro and Town Supervisors

PREPARED BY: Jason J. Peters, Administrator

REVIEWED BY: Kevin Poirier, Assistant Administrator
Wendy Burnette, Clerk-Treasurer

AGENDA ITEM: #2 Administrator's Report

Below please find a bulleted summary of major issues that Administration has worked on since our December Work Session. Please note the vast majority of these items are Village focused and this report is being provided to give leadership an overview of the activity at Village/Town Hall.

Development

- There was no Planning Commission meeting in January.
- As of the date of this memo, there are no matters to be heard for the February Plan Commission.
- On January 14th, President Stoner and Administration met with representatives from Bear Realty regarding their upcoming submission for their Willow Creek Subdivision. We discussed the road configuration, possible vacation of a right of way, and submission of their plat.



- On January 21st, President Stoner, Trustee Nelson and Administration met with the owner of Maple Crest Country Club and a party that is interested in developing the property. The developer is a single-family home builder. The layout would be similar to past submissions, but the multi-family portion could be scaled back.
- On January 22nd, President Stoner, Trustee Nelson and Administration met with the developer for the Avid/Candlewood Suites Hotel for the Somers Gateway project (Golden Oil). We discussed what items we would need to see from him to get the developer's agreement process started.
- On January 22nd, Administrator Peters met with Nicole Ryf the Executive Director for KABA. This meeting was an opportunity for us to update each other on upcoming developments in the Village and the County.
- On January 23rd, President Stoner and Administration met with Tom Boyle. Tom Boyle is the broker for a large area of land along CTH S. We discussed different ways this property could be marketed and what utilities are available.
- On January 23rd, Administration and Planning met to discuss the Tropical Smoothie project. Their plans are completed and we in the process of the finalizing the Development Agreement. As you may recall, their project was granted a CUP for outdoor seating. They will no longer need the CUP as the outdoor seating has been eliminated from the project.
- On January 24th, President Stoner, Administration and Ehlers met with Golden Oil to discuss their upcoming Development Agreement. The main topic of focus was TID assistance. In particular, what the Developer is actually asking from TID #8 and what TID #8 can actually handle.
- On January 28th, President Stoner, Trustee Nelson, Building Inspector Seymour and Administration met with representatives from the Savannah at Pike Creek project. We discussed their upcoming Phase II. The Village requested that landscaping be addressed, and the size of the driveway approaches be adjusted. They were very receptive. The Village was told they expect their occupancy rate to be over 90% when fully built out.



Administration

- Administration, the Clerk and Public Works held interviews during the week of January 6th. Our new Utility Manager, Joshua Fugate came on board on January 22nd. Our Public Works I, Thomas Rozanas came on board on January 27th, Ben Varsey will be coming on board as Public Works I February 3rd. Our new Deputy Clerk, Eugenia Lara will start February 3rd.
- On January 9th a meeting was held with the Sheriff's Department, President Stoner, Administration, and two County Board Supervisors. We discussed traffic interdiction and the STH 32 DOT traffic study.
- On January 14th, Staff and our auditors held our 2024 Audit Kick Off meeting. We discussed timelines and our desire to have the audit completed and presented to the Board by August of this year.
- On January 21st, Administrator Peters attended the League of Municipalities Servant Leadership Round Table.
- The latest quarterly newsletter was released. Hard copies are available in the Village/Town Hall lobby, or online at: <https://www.somers.org/newsletters/>
- President Stoner and Assistant Administrator Poirier attended KABA Infrastructure Update Luncheon presentation on Jan. 21. Representatives from the Kenosha Water Utility, We Energies, ATC, and the Kenosha County Division of Highways provided updates on their respective utilities as well as recently completed projects and future projects planned.



- On January 23rd , Administration met with Dooley & Associates to continue our discussion regarding updates to Somers.org. We looked at several different layouts and discussed tabs that should be added or removed.
- During the week of January 27th , Department heads met with Trustees Ostby and Nelson to discuss the Villages Long-Term Goals. These will be brought the Board in an upcoming Work Session.
- On January 27th , Administrator Peters met with the Kenosha Achievement Center to discuss housing options for seniors and persons with special needs.
- On January 27th , the Parade Committee met at Village Hall for our 2025 July 4th Parade.
- On January 28th , Administrator Peters met with our Village Prosecutor Tim Evans to discuss how we feel the Court is doing and if there was anything we could be doing to improve the process.
- On January 29th , Administration and President Stoner met with a representative from FirstNet. FirstNet provides emergency responders with the first nationwide, high-speed network dedicated to public safety. This service is now available to Village Administration and Public Works. We will be receiving a quote to change our Village cellphones to FirstNet. If it is comparable to our existing plan, Administration will be switching our service.
- On January 29th , Administration, President Stoner, Trustee Nelson and Accounting staff met with Ehlers to review our repayment status for the Tawani letter of credit. The full amount is due in September of 2031. This will be repaid through a combination of special assessment that were levied in 2022 and TID increment.
- On January 29th , Administration and Chief Andersen met with Connie Balding, Ms. Balding is a Workforce Innovation and Opportunity Act with Engagement Specialist| Kenosha County. We discussed ways we can help her push out information regarding

help they can offer displaced workers and those that are seeking to further their educational careers. We also discussed if any of these programs could be available to Village staff for further training. <https://www.kenoshacounty.org/1945/Workforce-Innovation-and-Opportunity-Act>

- On January 29th, Administration and Trustee Harbach attended the quarterly meeting of our National ZIP Code Advocacy Coalition. Congresswoman Boebert of Colorado was in attendance and gave us an update on how our legislation would proceed through the 119th Congress. A petition is available in the lobby for residents to show their support for our effort. In the last month, we have collected over 50 signatures. The petition is also available online at: <https://www.somers.org/wp-content/uploads/2024/12/ZIP-Code-Petition-FILL.pdf>
- On January 30th, Administration, President Stoner, and Sheriffs Department held our Quarterly Meeting with Walmart. Walmart's asset project team was in attendance. This is a meeting held to check in on how enforcement is going and what things we can do to improve the process.
- Early voting for the Spring Elections starts February 4.

**TOWN OF SOMERS
TOWN BOARD
WORK SESSION ITEM MEMORANDUM**

WORK SESSION: Feb. 4 , 2025

TO: Town Chair Molinaro and Town Supervisors

PREPARED BY: Kevin Poirier, Assistant Administrator

REVIEWED BY: Jason J. Peters, Administrator
Wendy Burnette, Clerk-Treasurer

AGENDA ITEM: #5 Review and Discuss proposed Ordinance 2025-001, an Ordinance to update Chapter 5 Code of Ordinances of the Town of Somers to require the use of a system called The Compliance Engine as it relates to fire protection system inspections, testing, maintenance, and servicing.

BACKGROUND:

Chief Andersen worked with the Village Attorney to update Chapter 5 of the Town Ordinances to require the use The Compliance Engine system as it relates to fire protection system inspections, testing, maintenance, and servicing. Per Chief Andersen the Compliance Engine System:

“requires companies doing work on any piece of fire protection equipment such as sprinkler systems and fire alarms, to report to this system. This system then allows us as the fire department to monitor and confirm all required testing and servicing is being completed remotely instead of traveling to a location to look at paperwork. This system would not cost the village any money nor will it require the property owners to pay anything. All costs are charged to the sprinkler and alarm companies doing the work. Most of our surrounding communities are already using this system so most of the sprinkler and alarm companies already have this cost built into their fees.”

PRIOR ACTION TAKEN:

The Board reviewed this request at our January 7th Work Session. The general consensus was to allow this ordinance change to move forward. Chief Andersen has worked with Attorney Davison to amended Chapter 5 to require the uses of the Compliance Engine system.

UPDATE:

The draft of the ordinance is included below for the Board to review.

Chief Andersen recommends approval of Ordinance No. 2025-001.

The Village passed a similar ordinance at their Jan. 28 Board meeting.

COMMENTS:

If the Board agrees, staff recommends it be placed on the Feb. 11, 2025, Board meeting for action.

ATTACHMENTS:

Memo from Somers Fire & Rescue Chief Andersen

Background information on The Compliance Engine

FAQs about The Compliance Engine

Proposed Ordinance 2025-01

SOMERS FIRE & RESCUE



CHIEF
Benjamin Andersen

P.O. Box 197
Somers, WI 53171
(262-859-2277)

Somers Village and Town Boards

I Chief Andersen, am requesting permission to work with the Village attorney to update Chapter 5 of the Village Ordinances to require the use of a system called The Compliance Engine as it relates to fire protection system inspections, testing, maintenance, and servicing. This system requires companies doing work on any piece of fire protection equipment such as sprinkler systems and fire alarms, to report to this system. This system then allows us as the fire department to monitor and confirm all required testing and servicing is being completed remotely instead of traveling to a location to look at paperwork. This system would not cost the village any money nor will it require the property owners to pay anything. All costs are charged to the sprinkler and alarm companies doing the work. Most of our surrounding communities are already using this system so most of the sprinkler and alarm companies already have this cost built into their fees. Attached you will find some additional information provided by the Brycer Company on their system called The Compliance Engine

Somers Fire Chief Benjamin Andersen
Bandersen@somers.org
Cell 262-620-0637

THE COMPLIANCE ENGINE IMPLEMENTATION PLAN

POWERED BY **BRYCER**

BRYCER LLC.

THE COMPLIANCE ENGINE 4355 Weaver Pkwy. St 230. Warrenville, IL 60555

THE COMPLIANCE ENGINE

The Compliance Engine is a simple, internet-based tool for code officials to track and drive code compliance, reduce false alarm activity and provide a safer community. It provides a secure cloud environment in which third party contractors who inspect, test, and maintain fire protections systems, submit their reports via Brycer's web portal directly to the AHJ. This facilitates a more efficient review, tracking and follow-up process with occupants to correct deficiencies and maintain systems. In addition to the web-based technology, our services include a team to administer hard and soft copy notifications and perform follow up calls to help increase testing and maintenance activity in a given jurisdiction. The end result is a comprehensive and accurate aggregation of data around which buildings have what types of systems, when they were last tested, and if there are any open deficiencies that could jeopardize their successful deployment in the event of an incident. With The Compliance Engine, the AHJ will be better equipped to do more with less in their mission to drive 100% code compliance with fire and life safety laws.

Current Landscape:

- 40% of life safety systems go uninspected or maintained every year
- 32.5% of false alarms are due lack of maintenance and testing
- 29% of fire code official's time is spent administering 3rd Party ITM reports
- 95% of AHJs do not have the resources to enforce their adopted fire code
- Current Process is manual, paper based, reactionary, inefficient and expensive

The Compliance Engine Benefits:

- Drives 100% Compliance with fire & life safety code
- Electronically collects, organizes and tracks fire and life safety test results
- Offers API Services with RMS and software inspection companies
- Maximizes limited resources, saves time and streamlines communication
- Built to ensure a safer environment for firefighters, citizens and guests
- Saves AHJs money while strengthening life safety and offers cost recovery

Revenue Model:

- Free for Fire Department
- Zero charge to the building owners
- Fee paid by 3rd party contractors on per system, per premises, per annum basis
- Delivers Compliance resulting in new business and maintenance revenue for 3rd party contractors
- Endorsed by IKECA, Arizona Fire Alarm Assoc. and Western Fire Chiefs Assoc

Learn more at www.thecomplianceengine.com or **630-413-9511**

Collect. Connect. Comply

LIST OF SYSTEMS TCE TRACKS

System Type
Air Sampling System
Automatic Closing Fire Assemblies
Chemical Storage Room
Clean Agent
Commercial Kitchen Exhaust Cleaning
Emergency Power Battery / Unit Lighting
Emergency Power Generator
Emergency Responder Radio Coverage System
Fire Alarm
Fire Escape
Fire Pump
Foam System
Gas Detection Systems
Hood Suppression System
Leak Detection
Paint / Spray Booth Suppression
Pressure Reducing Valves (PRV's)
Private Fire Hydrant
Rental Property Inspection
Rescue Air System
Smoke Management Systems
Special Suppression System
Sprinkler System (Dry & Wet)
Standpipe
Water Monitor
Water Tank



Additional tracking for *backflow* and *elevator* available.

YOUR DEPARTMENT NAME
1234 STREET ADDRESS
CITYOF, XX 99999



MONTH DAY, YEAR

BUILDING IN YOUR CITY
1234 MAIN RD
YOUR CITY, IL 60540

System Type - Contractor of Record:

SYSTEM TESTING COMPANY
(555) 555-5555
EMAIL@COMPANY.COM

Re: SYSTEM TYPE INSPECTION RENEWAL - 1234 MAIN RD, YOUR CITY, STATE ZIP CODE

Dear Building Occupant/Owner:

In accordance with the **YOUR CODE**, Our records indicate the **SYSTEM TYPE** is coming due for inspection by a licensed company and must be tested within the month of your renewal date which is **DATE**.

It is the responsibility and requirement of the inspection company testing your system to submit all test reports to us via the web at www.thecomplianceengine.com.

If you have questions regarding this notification, please contact our Compliance Program Partner BRYCER LLC at 630-413-9511 or via email at support@mybrycer.com

Sincerely Yours in Life & Fire Safety,

Digital Signature

YOUR NAME
YOUR TITLE
YOUR DEPARTMENT NAME

YOUR DEPARTMENT NAME
1234 STREET ADDRESS
CITYOF, XX 99999



System Type - Contractor of Record:

SYSTEM TESTING COMPANY
(555) 555-5555
THEIREMAIL@COMPANY.COM

MONTH DAY, YEAR

BUILDING IN YOUR CITY
1234 MAIN RD
YOUR CITY, IL 60540

Re: SYSTEM TYPE INSPECTION OVERDUE - 1234 MAIN RD, YOUR CITY, STATE ZIP CODE

Dear Building Occupant/Owner:

Our records indicate the **SYSTEM TYPE** is now overdue and was to be tested within the month of your renewal date which was **DATE**. In order to avoid penalties, as provided by law for such violations, you must take immediate action.

Actions Required:

1. Have your **SYSTEM TYPE** inspected, tested and maintained by a licensed company and,
2. Upon completion, have your inspection company submit the test results to us at www.thecomplianceengine.com.
3. If this inspection has been completed you must notify your testing company that a copy of this report must be submitted to us at www.thecomplianceengine.com. **It is the contractor's responsibility to submit the documentation.**

If you have questions regarding this notification, please contact our Compliance Program Partner BRYCER LLC at **630-413-9511** or via email at support@mybrycer.com

Sincerely Yours in Life Fire Safety,

Digital Signature

YOUR NAME
YOUR TITLE
YOUR DEPARTMENT NAME

YOUR DEPARTMENT NAME
1234 STREET ADDRESS
CITYOF, XX 99999



System Type - Contractor of Record:

SYSTEM TESTING COMPANY
(555) 555-5555
THEIREMAIL@COMPANY.COM

MONTH DAY, YEAR

BUILDING IN YOUR CITY
1234 MAIN RD
YOUR CITY, IL 60540

Re: SYSTEM TYPE INSPECTION DEFICIENCIES FOUND - 1234 MAIN RD, YOUR CITY, STATE ZIP CODE

Dear Building Occupant/Owner:

A recent inspection of your **SYSTEM TYPE** at **PREMISE ADDRESS** on **DATE** by **ITM COMPANY** revealed the violations listed below.

This notice is an **ORDER TO COMPLY**. Your failure to comply with this notice before re-inspection (30 days from date of letter) may make you liable for the penalties provided for by law for such violation(s).

DEFICIENCIES

Deficiency Found:

Deficiency Found:

It is the responsibility and requirement of the inspection company to submit all corrections to us via the web at www.thecomplianceengine.com.

If you have questions regarding this notification, please contact our Compliance Program Partner BRYCER LLC at 630-413-9511 or via email at support@mybrycer.com

Sincerely Yours in Life & Fire Safety,

Digital Signature

YOUR NAME
YOUR TITLE
YOUR DEPARTMENT NAME

Requirement Letter to Fire Protection Contractors



Dear Service Provider,

The **AHJ Name** has instituted a new process for service providers who inspect and test fire protection systems. Effective **Go Live Date** all compliant & non-compliant fire protection systems test reports are required to be sent to the **AHJ Name** electronically by your respective organization via The Compliance Engine's online system at www.thecomplianceengine.com.

The **AHJ Name** is dedicated to delivering 100% compliance with our adopted Fire Code. This web-based service will aggregate, track and streamline the collection of compliance data of our jurisdiction's systems. Property owners will receive timely proactive notifications of their testing requirements, and the **AHJ Name** will gain the ability to better mitigate the risk in our community by improving public safety to our citizens.

All service providers who inspect or test fire protection systems within the **AHJ Name's** jurisdiction are required to register and submit all test, inspection, and service reports via The Compliance Engine. All reports must be submitted in accordance with the testing schedule and requirements outlined in our adopted fire code.

Benefits to you:

- Increases market opportunity and demand for your fire protection services
- Ensures all reports arrive, affording you the ability to track our department's follow up
- Enhances maintenance revenue and timeliness of deficiency corrections
- Improves customer retention with renewal notifications identifying you as company of record
- Minimizes non licensed contractors from working in your market

This proven process requires the service provider pay a nominal filing fee at the time of submittal. There is no fee to register your company with The Compliance Engine. Once registered, pricing is viewable under **AHJ Name** icon in The Compliance Engine. If you are a licensed fire protection system contractor and are not currently registered with Brycer, please do so at www.thecomplianceengine.com.

We look forward to partnering with you to better protect and serve our community. We are confident this will benefit us ALL.

Sincerely,

Digital Signature

YOUR NAME

YOUR TITLE

YOUR DEPARTMENT NAME

P.

E.

TCE OVERVIEW

Keys to Getting Started:

- Register at www.thecomplianceengine.com
- Sign up for training
- Complete account set up by entering all inspectors, inspector licenses, and company licenses
- Add Users and company logo for brand awareness
- Add TCE link to your webpage

Key Processes to Know: Check the TCE HELP Portal for Direction Visuals

- Select correct template for each report submitted: Fire Alarm, Sprinkler, Kitchen Hood, etc.
- Enter all test reports and type out deficiencies
- Attach pdf version of inspection report when using short form (fire protection systems only)
- Ensure all reports entered are submitted for payment
- Update deficiency tracking to inform AHJ that violations have been corrected
- Check notifications icon to track sent out by AHJ
- Open inspection reports are saved reports not yet submitted to AHJ, if not submitting these to AHJ delete
- Submit a new-premises when necessary (if you cannot locate the premises in the existing database)
- View your transaction list to confirm correct payment
- Create new users when necessary
- Update credit card information

Systems Tracked:

(*CUSTOMIZED PER AHJ*)

- Automatic Fire Sprinkler
- Automatic Closing Fire Assemblies
- 5yr Sprinkler System
- Fire Alarm System
- Commercial Kitchen Hood Suppression
- Commercial Kitchen Hood Cleaning
- Standpipe
- Active Smoke Control
- Private Hydrant System
- Fire Pump
- Fire Escape
- Gas Detection System
- Paint/Spray Booth
- Emergency Generator
- Emergency Radio Responder Coverage System
- Special Suppression
- Portable Fire Extinguishers

PRICING MODEL

System Type	Price	Billing Frequency
5 Year Sprinkler	\$20.00	Per Submittal
Automatic Closing Fire Assemblies	\$20.00	Per Submittal
Commercial Kitchen Exhaust (Cleaning)	\$20.00	Per Submittal
Emergency Power Generator	\$20.00	Per Submittal
Emergency Responder Radio Coverage System	\$20.00	Per Submittal
Fire Alarm	\$20.00	Per Submittal
Fire Pump	\$20.00	Per Submittal
Gas Detection Systems	\$20.00	Per Submittal
Hood Suppression System	\$20.00	Per Submittal
Paint/Spray Booth Suppression	\$20.00	Per Submittal
Portable Fire Extinguisher	BELOW	Per Submittal
Private Fire Hydrants	\$20.00	Per Submittal
Smoke Control System	\$20.00	Per Submittal
Special Suppression	\$20.00	Per Submittal
Sprinkler System	\$20.00	Per Submittal
Standpipe	\$20.00	Per Submittal

REPORTS SUBMITTED AFTER 30 DAYS FROM THE INSPECTION DATE WILL INCUR A \$10.00 LATE FEE

REPORTS SUBMITTED AFTER 60 DAYS FROM THE INSPECTION DATE WILL INCUR A \$20.00 LATE FEE

Portable Fire Extinguishers Pricing

1-10 Extinguishers = \$10.00

11+ Extinguishers = \$20.00

Business Model: There is no cost to the jurisdiction for implementation, annual or ongoing maintenance, licensing or other services offered by BRYCER. At no time will there be an invoice addressed to the jurisdiction for implementation of TCE. BRYCER’s system for collecting and processing orders is simple, an Inspection company registers with TCE, which requires their payment card to be recorded and stored by our payment processing partner. We meet and exceed all PCI DSS standards. An inspection company submits a report to the jurisdiction at which point their payment card is billed at the agreed upon rate, frequency (e.g. per system, per building) and posted against the jurisdiction. The inspection company receives an email receipt along with an audit log of their transactions recorded in their custom site. The jurisdiction and the property Owner are never billed or required to make payments.

Extent of Fees: BRYCER charges the inspection companies on a per system, per building basis. However, TCE will accept submission of reports done on all frequencies (e.g. annually, semi-annually, quarterly, monthly, weekly and on a daily basis).

Revenue Share Option: BRYCER’s revenue share option is a way for the jurisdiction to recover costs for administering your Bureau of Fire Prevention’s fire and life safety compliance goals. BRYCER will collect all fees due and payable by third party inspectors and remit the jurisdiction’s remuneration on a quarterly basis via Check or ACH Direct Deposit Transfer.



Helpful FAQs for Presenting to Fire Chief and Public Officials What do they want to know about The Compliance Engine (TCE)?

Based on 950+ successful adoptions of The Compliance Engine, the following six questions are most asked by Fire Chiefs and Public Officials (Mayor or City or Village Manager) when discussing adoption of The Compliance Engine:

1) *What is the cost of The Compliance Engine?*

There is zero cost for any aspect of using The Compliance Engine (setup, training, ongoing service) for either the Department or the municipality. In fact, there is savings from its usage in terms of administrative time saved and reductions in false alarm activity from fewer system malfunctions.

2) *How does The Compliance Engine get paid for?*

Contractors submitting reports pay a fee of \$20. Brycer does not charge per riser and/or flow switch. There is no upfront or additional cost. Contractors earn money due to the increased inspection and maintenance activity provided by TCE and code compliance. Building owners are not required to perform any additional inspections or maintenance that is not already required by code.

3) *Isn't this an added cost to the contractors?*

No. Contractors receive several benefits from utilizing The Compliance Engine (TCE) – the primary being it drives revenues for them and creates a larger overall market opportunity. From Brycer's experience and conversation with contractors currently using The Compliance Engine, the potential revenue increase from inspection and maintenance revenue far outweighs the filing fee paid. Using Brycer's notification feature (renewal, overdue, and deficiency), contractors have more of an assurance that inspections and maintenance work will be scheduled and performed consistently per the code. Contractors receive a 9-1 return on their investment. TCE has over 15,000 contractor's users nationwide already participating while also earning partnerships with 800+ AHJ's nationwide. The Compliance Engine is a win-win for all parties involved: our Department, contractors, premise owners, and the community.

4) *Isn't this an added cost on the properties?*

No, the fee is charged to the contractors that inspect, test and maintain fire and life safety systems. As The Compliance Engine has proven, contractors have witnessed a return on this minimal investment, and jurisdictions are realizing a safer community due to compliance. Brycer's education of the contractor marketplace includes the net benefits of use of The Compliance Engine, which assists in preventing a pass through of costs. Additionally, use of The Compliance Engine will benefit municipalities in reducing false alarm activity, which will positively impact properties on their taxes and their property insurance premiums/policies. It is additional information which assist with ISO reviews and ratings as well.

5) *What is needed by us (the AHJ) to have reports submitted ... an ordinance, internal policy, etc.?*

To save time and cost by streamlining our reporting process, we need to make it a requirement that reports be submitted through The Compliance Engine. Brycer does not dictate how we establish such a requirement. In the 2015 IFC, the AHJ can use code section 107.3 Recordkeeping. This section states the "fire code official can prescribe the form and format of such recordkeeping". What Brycer then becomes, is that form and format of



such recordkeeping. In the 2018 IFC, the code section we use is 108.3 Recordkeeping. Some of Brycer's clients have made submission mandatory via an internal policy (i.e. lock box), department resolutions and/or local ordinances. In the 2021 IFC, code section 109.3 Recordkeeping has same language as 15' and 18' IFC language.

With a mandatory, streamlined process that still allows contractors to use their own inspection forms, we gain better visibility into which buildings are compliant and which ones are not. This will allow us to immediately focus on the non-compliant buildings. If the submitted inspection data is not streamlined into and managed in one database, it will become extremely difficult for us to ensure the quality of code compliance across the life safety systems within our premises and jurisdiction.

Accurate, real-time knowledge of code compliance creates fewer false alarms, greater confidence of response in the event of an incident, and improved life safety for our first responders, property owners, and the community as a whole.

6) *What are the next steps to implement The Compliance Engine [after the Chief and/or Mayor and/or Village Manager provide buy-in]?*

- Define how we will require submission of all reports via The Compliance Engine and obtain legal review if necessary. Typically, the most delays occur when involving any type of legal review, so it is best to get started as soon as possible. Note: Brycer has examples of currently enacted ordinance language that it can share.
- Brycer will take an extraction of our premise data from our records management system (such as Firehouse or Image Trend]. This is a very quick process (15-20 minutes) and is done seamlessly. If we don't have a records management system, Brycer can take an excel file containing premise information and upload that data into The Compliance Engine. Brycer's product development and customer service teams will work with us Bureau to ensure the data is accurate and clean, to ensure reporting efficiency once the system goes live.
- Review, approval, and sign-off of the Brycer Service Level Agreement, which specifies our access to data within The Compliance Engine, as well as the terms and conditions of service. Brycer has found it most successful when this Agreement is provided to our attorneys for the Fire Department as soon as possible, as they may have certain vendor addendums that may need to be added.
- Review and approval (or edit) of the template notifications to be sent out via The Compliance Engine. The notifications are the renewal, overdue and deficiency notification.
- Review and approval (or edit) of the letter / email to be sent to contractors informing them of the Department's implementation of The Compliance Engine and the passing of the ordinance. Brycer will send this letter/email on our letterhead to all contractors operating within our jurisdiction.
- Brycer will schedule an extensive training session for any users of The Compliance Engine, prior to going live.



ORDINANCE NO. 2025-001

AN ORDINANCE TO CREATE SECTION 5.07(D)
OF THE CODE OF ORDINANCES OF THE TOWN OF SOMERS
REGARDING RECORD AND REPORTS

The Town Board of Supervisors of the Town of Somers, Kenosha County, Wisconsin, hereby creates Section 5.07(D) of the Code of Ordinances of the Town of Somers to read as follows:

(D) **Record and Reports.** Records of all system inspections, tests and maintenance required by the applicable standards shall be maintained on the premises for a minimum of three (3) years and shall be submitted to the Fire Department in the manner prescribed by the Chief of the Fire Department.

Dated at Somers, Wisconsin, this _____ day of _____, 2025.

TOWN OF SOMERS

By: _____
Mark Molinaro, Jr., Chairperson

Attest: _____
Wendy Burnette, Clerk/Treasurer



**TOWN OF SOMERS
TOWN BOARD
WORK SESSION MEETING ITEM MEMORANDUM**

WORK SESSION DATE: February 4, 2025

TO: Town Chair Molinaro and Town Supervisors

PREPARED BY: Wendy Burnette, Clerk-Treasurer

AGENDA ITEM: #6 Review and discuss 2024-2025 Mobile Home Park License for Kenosha MHP, LLC

BACKGROUND:

Hillcrest Mobile Home Park was recently sold to Kenosha, MHP. Kenosha, MHP has applied for a new Mobile Home License for the 2024-2025 year. License fee has been received.

COMMENTS:

Building and Fire Inspections have been successfully completed at:

3705 27th Street, Kenosha, WI 53144

Staff requests that the license for the Mobile Home Park be placed on our February 11th Town Board agenda for action.

ATTACHMENTS:

Kenosha MHP LLC Mobile Home Park License application

Building Inspection Report

Fire Department Inspection Report



Village/Town of Somers
P.O. Box 197
7511-12th Street
Somers, WI 53171
Ph.: (262) 859-2822
Fax: (262) 859-2331
www.somers.org

Village/Town of Somers Application for Mobile Home Park License July 1st, 2024 – June 30th, 2025

Park Name: _____

Number of Lots: _____

Fee: \$100.00

1. Name and address of applicant: Kenosha MHP LLC, 3705 27th St, Kenosha, WI 53144

2. Location of Mobile Home Park by street reference: 3705 27th Street, Kenosha, WI, 53144

3. Person responsible for permits, payments, communication regarding licenses: (please print clearly or type)

Name: Emma Mikayelyan

Address: PO Box 620130, Oviedo Fl, 32762

Phone: (407)278-5944

Email: emma@keelteam.com

Address to mail permit PO Box 620130

4. Current Mobile Home Park plan to be submitted with the application showing the Park layout, numbered spaces, roadways, service facilities, etc., in accordance with Chapter 4 of Town of Somers Ordinances or Chapter 4 of the Village of Somers Ordinances, whichever applicable.

(PLAN MUST BE ATTACHED)

5. Number of Mobile Home sites or spaces being applied for under this permit: 50

6. Minimum lot size, exclusive of roadways or park service areas for spaces being applied for: N/A

7. Has applicant previously operated a Mobile Home Park? Yes No

8. Has applicant at any time been convicted in this State or elsewhere of any crime? Yes No

a. If yes, nature of crime and jurisdiction where crime was committed: _____

9. If applicant is a corporation, list State of Incorporation, names and addresses of Officers and Directors of Corporation: n/a

10. Name of Park Operator: John Squartino

11. Address of Park Operator: PO Box 320130, Oviedo, FL, 32762

12. Telephone Number of Park Operator: 321-946-7501

13. E-Mail Address of Park Operator: john@keelteam.com

14. Brief description of water supply and sanitary facilities (municipal, private, etc.): Municipal

Signature: DocuSigned by:
John Squartino
708983EA091E41F...

Date signed: 12/16/2024

**Return application and fee to: Village/Town of Somers
Village/Town Clerk
P.O. Box 197
Somers, WI 53171**

FOR OFFICE USE ONLY

Date application received: 12/12/24 Date of Board action: _____

Inspection dates: Building Inspector: _____ Date Issued: _____
 Fire Inspector: _____

Plan Commission referral date: (if required): _____



From: [Scott Seymour](#)
To: [Wendy Burnette](#); [Joe Scruggs](#)
Subject: RE: Mobile Home Application
Date: Thursday, January 2, 2025 9:04:57 AM
Attachments: [image002.png](#)
[image003.png](#)

Kenosha MHP has passed inspection from the Building Department. There is no objection to issuing the license.

Scott Seymour
Building Inspector
Village | Town of Somers
7511 12th Street, P.O. Box 197
Somers, WI 53171
262-859-2822

Unless the LORD builds the house, the builders labor in vain.



From: Wendy Burnette <WBurnette@somers.org>
Sent: Thursday, December 26, 2024 4:23 PM
To: Scott Seymour <SSeymour@somers.org>; Joe Scruggs <JScruggs@somers.org>
Subject: Mobile Home Application

I've attached an application from Kenosha MHP (formerly Hillcrest) for a New Mobile Home License. When you have completed the inspection of the property, if you could send me an email, I would greatly appreciate it.

Thank you,

Wendy Burnette
Clerk/Treasurer



7511 12th Street
P.O. Box 197
Somers, WI 53171
Phone (262)859-2822
Fax (262)-859-2331
Email wburnette@somers.org

From: [Joe Scruggs](#)
To: [Wendy Burnette](#)
Subject: Mobile home application
Date: Tuesday, January 7, 2025 1:48:17 PM

Kenosha MHP has passed inspection from the Fire Department. There is no objection to issuing the license.

Captain Joe Scruggs
Fire Inspector
Village of Somers
262-620-3285 (direct line)
jscruggs@somers.org (email)
Somers.org (website)

**Town of Somers
7511 12th Street
Somers, WI 53171**

**Town Board Meeting
Tentative Agenda
Tuesday, Feb. 11, 2025
5:15 pm**

Town Board Meeting:	
Item #	
1	Call to order
2	Pledge of Allegiance
3	Consent and Approval of Minutes of Town Board meetings on Jan. 14, 2025
4	Correspondence: Attachment letters from the City of Kenosha for parcel # 80-4-222-134-0100 and # 80-4-222-333-0240
5	Citizens Comments
6	Chair & Supervisor Comments
7	Motion to approve proposed Ordinance 2025-001, an Ordinance to update Chapter 5 Code of Ordinances of the Town of Somers to require the use of a system called The Compliance Engine as it relates to fire protection system inspections, testing, maintenance, and servicing.
8	Motion to approve 2024-2025 Mobile Home Park License for Kenosha MHP, LLC
9	Approval of Operator Licenses:
10	Adjourn

I hereby certify that as the designee of the chief elected official of the Town of Somers I posted this notice of the Feb. 11 2025 Town Board Meeting & Agenda in 3 public places.

Dated this 7th day of February 2025.

Wendy Burnette, Clerk-Treasurer

Requests from persons with disabilities who need assistance to participate in this meeting should be made to the Clerk's Office at 262-859-2822 with as much notice as possible. **Notice is hereby given that members of the Town Board may participate telephonically. Notice is hereby given that members of the Village Board may be in attendance for the sole purpose of gathering information. A quorum may be present. However, no Board action will be taken.**