

VILLAGE BOARD AGENDA
MONDAY, DECEMBER 14, 2020
6:30 PM
BOARD ROOM, MUNICIPAL BUILDING, 210 COTTONWOOD AVENUE

Call to Order
Roll Call

Pledge of Allegiance – Trustee Dorau

Public Comments: Please be advised the Village Board will receive comments from the public related to any item(s) on the agenda for a three minute time period per person, with time extensions per the Village President's discretion.

1. Consideration of a motion to approve Village Board minutes of November 23, 2020.
2. Consideration of a motion to approve vouchers for payment.
3. Consideration of actions related to Licenses and Permits.
 - a. Consideration of a motion to approve Operator's (Bartender) License
4. Discussion and consideration of a motion to approve a request for an Early Start Building Permit for Paradise Trails Condominiums.
5. Consideration of a motion to award the Nixon Pond Dredging contract to C.W. Purpero, Inc. in the amount of \$85,345.00.
6. Discussion and consideration of a motion to approve an Event Sign Park Policy.
7. Discussion and consideration of a motion to approve a two-year service agreement with Ruerkert-Mielke for Engineering Services with a term ending December 31, 2022
8. Discussion and consideration of a motion to approve a Recreation Agreement between the Village of Hartland and City of Delafield.
9. Discussion and consideration of a motion to approve funding of an additional police officer to cover the schedule of the officer that was injured in the line of duty on 11/06/2020 through unreserved fund balance.
10. Consideration of a motion to adopt Resolution No. 12/14/2020 "Resolution Approving Municipal Court Budget".

VILLAGE BOARD AGENDA
MONDAY, DECEMBER 14, 2020
6:30 PM
PAGE 2

11. Announcements: The following individuals will be given an opportunity to make announcements at the meeting in regards to (1) activities taken since the previous meeting on behalf of the community, (2) future municipal activities, and (3) communications received from citizens. It is not contemplated that these matters will be discussed or acted upon. The following individuals may provide announcements: Village President or individual Village Board members or Village Administrator or other Village Staff members.

12. Adjournment

Tim Rhode, Village Administrator

Notice: Please note that upon reasonable notice, efforts will be made to accommodate the needs of disabled individuals through appropriate aids and services. For additional information or to request this service, contact Darlene Igl, Village Clerk, at 262-367-2714. The Municipal Building is handicap accessible.

Individuals attending public meetings in person will be required to **maintain appropriate social distancing**, (i.e., maintain a 6-foot distance) and be **free of symptoms** related to COVID-19.

To participate via Zoom in the Village of Hartland Board meeting, please dial 1 (312) 626-6799. The Meeting ID is 897 6417 7712

Or participate online:

<https://us02web.zoom.us/j/89764177712?pwd=Y0c2WUxOZ2dLbTAxMjRqdjRKd0UyQT09>

VILLAGE BOARD MINUTES
MONDAY, NOVEMBER 23, 2020
6:30 PM
BOARD ROOM, MUNICIPAL BUILDING, 210 COTTONWOOD AVENUE

Call to Order
Roll Call

Present: Trustees Anson, Dorau, Meyers, Wallschlager, Ludtke, Conner, President Pfannerstill

Others Present: Administrator Rhode, Finance Director Bailey, Deputy Clerk Bushey, Police Chief Misko, Utility Operations Supervisor Felkner, Operations Supervisor Gerszewski (zoom), Fire Chief Jambretz, Clerk Igl (zoom), Randy Ferrell (zoom).

Pledge of Allegiance – Trustee Meyers

Public Comments: Please be advised the Village Board will receive comments from the public related to any item(s) on the agenda for a three minute time period per person, with time extensions per the Village President’s discretion. None received,

1. Motion (Meyers/Conner) to approve Village Board minutes of November 9, 2020. Carried (7-0). Trustee Ludtke asked for clarification related to Rec Director Yogerst’s comment under announcements that the agreement for recreation services with the City of Delafield would be placed on the next Village Board agenda.
2. Motion (Wallschlager/Conner) to approve vouchers for payment in the amount of \$271,779.38. Carried (6-0). Meyers abstained.
3. Consideration of actions related to Licenses and Permits.
 - a. Motion (Dorau/Ludtke) to approve an Operator’s (Bartender) License. Carried (7-0).

Items referred from the November 16, 2020 Plan Commission meeting

4. Consideration of an Extraterritorial Certified Survey Map, N26 W30227 Maple Ave, Town of Delafield.

Motion (Meyers/Ludtke) to approve an Extraterritorial Certified Survey Map, N26 W30227 Maple Ave, Town of Delafield. Carried (7-0).

5. Consideration of an Extraterritorial Certified Survey Map, N28 W29721 Oakwood Grove Rd, Town of Delafield.

Motion (Conner/Wallschlager) to approve an Extraterritorial Certified Survey Map, N28 W29721 Oakwood Grove Rd, Town of Delafield. Carried (7-0).

Other Items for Consideration

6. Consideration of a motion to confirm an appointment to the Park & Recreation Board.

President Pfannerstill stated that he recommended Randy Ferrell, 915 S. Imperial Drive, be appointed to the Park & Recreation Board. Mr. Ferrell provided a brief summary of his background and his current community involvement. Motion (Meyers/Anson) to confirm appointment of Randy Ferrell to the Park & Recreation Board. Carried (7-0).

7. Discussion and Action for request for Statement of Qualification (SOQ) for Village Engineer Services.

President Pfannerstill stated that the current contract for engineering services with Ruckert & Mielke ends in December 2020. He stated that Trustee Wallschlager had brought up this issue. President Pfannerstill stated that the Board has several options which would include putting the service out for bid or renewing with Ruckert & Mielke. It was clarified that it is not required by law that bids be sought for the service.

Administrator Rhode agreed that the contract could be renewed with R & M or a search, either full or narrow, could be conducted. Companies would be provided with a list of qualifications as well as a scope of services. Rhode stated that results would be brought back to the Village Board for consideration.

President Pfannerstill stated that the Village Board could ask that R & M present a year-end review at an upcoming meeting. Administrator Rhode stated that they could be asked to attend the next Village Board meeting. Trustee Wallschlager asked whether the Village could get a discounted fee as the Village has been with the firm for a long time. Utility Operations Supervisor Felkner provided a review of services currently provided by R & M.

Trustee Ludtke stated that she wanted to be on the record that she is concerned about making changes now due to current circumstances (i.e. vacant Director of Public Works Director position). Trustee Meyers commented on what the Board is looking to do; negotiate a new contract to save money or change to another firm due to not be satisfied. He stated that he doesn't want to see the Village make a change just to save money.

Administrator Rhode stated that he will ask R & M to submit a proposed two year agreement. He stated that he will do a comparison and provide to the Village Board for review and discussion at the next meeting. Motion (Pfannerstill/Conner) to authorize staff to seek a proposal from Ruckert & Mielke for a two year agreement. Carried (7-0).

8. Announcements: The following individuals will be given an opportunity to make announcements at the meeting in regards to (1) activities taken since the previous meeting on behalf of the community, (2) future municipal activities, and (3) communications received from citizens. It is not contemplated that these matters will be discussed or acted upon. The following individuals may provide announcements: Village President or individual Village Board members or Village Administrator or other Village Staff members.

VILLAGE BOARD MINUTES
MONDAY, NOVEMBER 23, 2020
6:30 PM
PAGE 3

Chief Misko provided an update on the injured officer stating that an event to benefit both the Hartland and Delafield officers is scheduled for early December at Revere's.

9. Adjournment

Motion (Meyers/Ludtke) to adjourn at 7:12 p.m.

Respectfully submitted,

Darlene Igl
Village Clerk

TO: Village President & Board of Trustees

FROM: Kinsey Detert, Fiscal Clerk

DATE: December 8, 2020

RE: Voucher List

Attached is the voucher list for the December 14, 2020 Village Board meeting.

December 14, 2020 Checks:	\$	208,931.08
November Manual Checks:	\$	4,236.01
November Wires:	\$	286,958.19
November Credit Card:	\$	28,787.98
Total amount to be approved:	\$	<u>528,913.26</u>

VILLAGE OF HARTLAND
VOUCHER LIST - DECEMBER 14, 2020

Account Descr	Search Name	Comments	Amount
EXPENSE Descr			
G 101-23005 EMPLOYEE RECOGNITION	AVALON GRAPHICS LLC	YARD SIGNS	\$960.00
G 204-23400 DEPOSITS DUE TO DEL-HART	DELAFIELD-HARTLAND WATER	NOV DUES	\$32,109.00
R 101-46730 RECREATION CLASSES	GAFFNEY, MELISSA	WRESTLING	\$100.00
G 101-12320 DELINQUENT PERS PROP TAXES	HARTLAND PLACE SENIOR LIVING	REFUND DOUBLE TAX PAYMENT	\$637.01
G 101-21550 UNION DUES DEDUCTIONS PAYABLE	HARTLAND PROFESSIONAL POLICE	DEC DUES	\$439.00
R 101-44300 PERMITS	INTERSTATE HEATING CO INC	REFUND FEE/1635 UPLAND CR	\$335.24
G 101-24240 COURT FINES DUE STATE	LAKE CTRY MUNICIPAL COURT	HINDS/BF232000-6	\$363.00
R 101-46730 RECREATION CLASSES	NIEMEC, JUSTIN	WRESTLING	\$100.00
G 101-21560 LIFE INSURANCE DEDUCT PAYABLE	SECURIAN FINANCIAL GROUP INC	JANUARY LIFE INS PREMIUMS	\$896.34
R 101-46730 RECREATION CLASSES	SMITH, JASON	WRESTLING	\$200.00
G 101-21515 SALES TAXES PAYABLE	TISCHER, SHERRY	CHICAGO SHOPPING TRIP REFUND	\$4.38
R 101-46740 RECREATION TRIPS	TISCHER, SHERRY	CHICAGO SHOPPING TRIP REFUND	\$87.62
G 403-31891 HARTLAND EAST APARTMENTS LCL	VON BRIESEN & ROPER	LEGAL FEES	\$10,414.00
G 204-34187 FWW LIFT STATION REPLACEMENT	WE ENERGIES	OCT-NOV - FWW LIFT STATION	\$75.69
R 101-46730 RECREATION CLASSES	WELTZIN, TANYA	WRESTLING	\$200.00
EXPENSE Descr			\$46,921.28
EXPENSE Descr AMBULANCE			
E 101-52300-300 OPERATING SUPPLIES/EXPENSES	AIRGAS USA LLC	OXYGEN	\$100.70
E 101-52300-300 OPERATING SUPPLIES/EXPENSES	EMERGENCY MEDICAL PRODUCTS	EMS SUPPLIES	\$396.31
E 101-52300-300 OPERATING SUPPLIES/EXPENSES	ONTECH SYSTEMS, INC	ONSITE HOURS	\$15.00
E 101-52300-150 HEALTH/DENTAL/LIFE	SECURIAN FINANCIAL GROUP INC	JANUARY LIFE INS PREMIUMS	\$12.80
E 101-52300-300 OPERATING SUPPLIES/EXPENSES	U.S. CELLULAR	NOV-DEC CELLULAR	\$78.61
EXPENSE Descr AMBULANCE			\$603.42
EXPENSE Descr CEMETERY			
E 101-54910-365 BLDGS/GROUNDS MAINT EXPENSE	EVERT-LUKO FUNERAL HOME	DISINTERMENT	\$2,500.00
EXPENSE Descr CEMETERY			\$2,500.00
EXPENSE Descr CORPORATE RESERVE EXPENSES			
E 402-59900-840 PUBLIC WORKS EXPENSE	DEERE & COMPANY	MOWER	\$4,451.25
EXPENSE Descr CORPORATE RESERVE EXPENSES			\$4,451.25
EXPENSE Descr ECONOMIC DEVELOPMENT			
E 804-56700-744 OFFICE SUPPLIES	CARDMEMBER SERVICES	GET WELL GIFT/TOM BRASS	\$71.73
E 804-56700-746 TELEPHONE	CARDMEMBER SERVICES	AT&T PHONE SERVICE	\$147.75
E 804-56700-744 OFFICE SUPPLIES	CARDMEMBER SERVICES	LATE FEE	\$35.00
E 804-56700-744 OFFICE SUPPLIES	CARDMEMBER SERVICES	INTEREST	\$4.06
E 804-56700-733 SUPPORT SERVICES	MICHELLE HAIDER	NOVEMBER FEE	\$2,971.67
E 804-56700-732 GENERAL OPERATION OVERSIGHT	ONTECH SYSTEMS, INC	OFFICE 365 LICENSES	\$12.50

Account Descr	Search Name	Comments	Amount
E 804-56700-715 STREETScape PROGRAM	PATIO PETALS	WINTER PLANTERS	\$322.50
E 804-56700-711 FAÇADE PROGRAM	WALKER, PATRICK	FAÇADE GRANT/SELECTIVE SALES	\$2,142.50
EXPENSE Descr ECONOMIC DEVELOPMENT			<u>\$5,707.71</u>
EXPENSE Descr ELECTIONS			
E 101-51440-300 OPERATING SUPPLIES/EXPENSES	CONLEY MEDIA LLC	ELECTION NOTICES	\$38.80
EXPENSE Descr ELECTIONS			<u>\$38.80</u>
EXPENSE Descr FINANCIAL ADMINISTRATION			
E 101-51500-300 OPERATING SUPPLIES/EXPENSES	AT&T	NOV-DEC PHONE SERVICE	\$20.21
E 101-51500-290 OUTSIDE SERVICES/CONTRACTS	BANYON DATA SYSTEMS INC	SOFTWARE SUPPORT	\$525.00
E 101-51500-290 OUTSIDE SERVICES/CONTRACTS	DIVERSIFIED BENEFIT SERVICES	DECEMBER FEES	\$171.76
E 101-51500-290 OUTSIDE SERVICES/CONTRACTS	DIVERSIFIED BENEFIT SERVICES	NOV FSA ADMN SERVICES	\$94.90
E 101-51500-300 OPERATING SUPPLIES/EXPENSES	GOVERNMENT FINANCE OFFICE	MEMBERSHIP DUES/BAILEY	\$170.00
E 101-51500-500 PROPERTY ASSESSMENT	GROTA APPRAISALS LLC	ANNUAL ASSESSOR/INSTALLMENT #6	\$10,375.00
E 101-51500-290 OUTSIDE SERVICES/CONTRACTS	ONTECH SYSTEMS, INC	ONSITE HOURS	\$76.82
E 101-51500-290 OUTSIDE SERVICES/CONTRACTS	ONTECH SYSTEMS, INC	OFFICE 365 LICENSES	\$31.25
E 101-51500-150 HEALTH/DENTAL/LIFE	SECURIAN FINANCIAL GROUP INC	JANUARY LIFE INS PREMIUMS	\$47.02
EXPENSE Descr FINANCIAL ADMINISTRATION			<u>\$11,511.96</u>
EXPENSE Descr FIRE PROTECTION			
E 101-52200-220 UTILITY SERVICES	AT&T	NOV-DEC PHONE SERVICE	\$20.21
E 101-52200-300 OPERATING SUPPLIES/EXPENSES	JIM RENN	HAY FOR HOUSE BURN	\$70.00
E 101-52200-300 OPERATING SUPPLIES/EXPENSES	ONTECH SYSTEMS, INC	ONSITE HOURS	\$15.00
E 101-52200-300 OPERATING SUPPLIES/EXPENSES	ONTECH SYSTEMS, INC	OFFICE 365 LICENSES	\$70.50
E 101-52200-150 HEALTH/DENTAL/LIFE	SECURIAN FINANCIAL GROUP INC	JANUARY LIFE INS PREMIUMS	\$12.82
E 101-52200-255 BLDGS/GROUNDS	SUPERIOR CHEMICAL CORP	JANITORIAL SUPPLIES	\$180.95
E 101-52200-220 UTILITY SERVICES	U.S. CELLULAR	NOV-DEC CELLULAR	\$78.61
E 101-52200-220 UTILITY SERVICES	WE ENERGIES	OCT-NOV - SURVIVE ALIVE/ELECT	\$100.45
E 101-52200-220 UTILITY SERVICES	WE ENERGIES	OCT-NOV - SURVIVE ALIVE/GAS	\$11.86
E 101-52200-220 UTILITY SERVICES	WE ENERGIES	OCT-NOV - ELECTRIC/GAS	\$943.90
E 101-52200-300 OPERATING SUPPLIES/EXPENSES	WITMER PUBLIC SAFETY GROUP INC	MAXXIMUS FIRE HOOKS	\$780.16
EXPENSE Descr FIRE PROTECTION			<u>\$2,284.46</u>
EXPENSE Descr GENERAL ADMINISTRATION			
E 101-51400-300 OPERATING SUPPLIES/EXPENSES	AT&T	NOV-DEC PHONE SERVICE	\$20.21
E 101-51400-300 OPERATING SUPPLIES/EXPENSES	CONLEY MEDIA LLC	ADMIN NOTICES	\$108.11
E 101-51400-290 OUTSIDE SERVICES/CONTRACTS	MUNICIPAL CODE CORP	ADMIN SUPPORT FEE	\$275.00
E 101-51400-300 OPERATING SUPPLIES/EXPENSES	OFFICE PRO INC	FILE FOLDERS	\$44.66
E 101-51400-300 OPERATING SUPPLIES/EXPENSES	OFFICE PRO INC	OFFICE SUPPLIES	\$109.10
E 101-51400-300 OPERATING SUPPLIES/EXPENSES	OFFICE PRO INC	OFFICE SUPPLIES	\$32.79
E 101-51400-290 OUTSIDE SERVICES/CONTRACTS	ONTECH SYSTEMS, INC	ONSITE HOURS	\$300.00
E 101-51400-300 OPERATING SUPPLIES/EXPENSES	ONTECH SYSTEMS, INC	OFFICE 365 LICENSES	\$54.00

Account Descr	Search Name	Comments	Amount
E 101-51400-150 HEALTH/DENTAL/LIFE	SECURIAN FINANCIAL GROUP INC	JANUARY LIFE INS PREMIUMS	\$81.22
E 101-51400-210 LEGAL SERVICES	VON BRIESEN & ROPER	LEGAL FEES	\$2,187.70
E 101-51400-210 LEGAL SERVICES	VON BRIESEN & ROPER	LEGAL FEES	\$4,672.00
E 101-51400-290 OUTSIDE SERVICES/CONTRACTS	WI DEPT OF JUSTICE (CHKS)	RECORD CHECKS	\$28.00
EXPENSE Descr GENERAL ADMINISTRATION			<u>\$7,912.79</u>
EXPENSE Descr INSPECTION			
E 101-52400-300 OPERATING SUPPLIES/EXPENSES	AT&T	NOV-DEC PHONE SERVICE	\$20.21
E 101-52400-300 OPERATING SUPPLIES/EXPENSES	ONTECH SYSTEMS, INC	OFFICE 365 LICENSES	\$12.50
E 101-52400-290 OUTSIDE SERVICES/CONTRACTS	WISCONSIN BUILDING INSPECTIONS	NOVEMBER PERMITS	\$19,982.17
EXPENSE Descr INSPECTION			<u>\$20,014.88</u>
EXPENSE Descr LAW ENFORCEMENT			
E 101-52100-360 VEHICLE MAINT/EXPENSE	10-33 VEHICLE SERVICES	SQ #6 LIGHTING/CONSOLE	\$4,364.44
E 101-52100-300 OPERATING SUPPLIES/EXPENSES	AT&T	NOV-DEC PHONE SERVICE	\$20.21
E 101-52100-300 OPERATING SUPPLIES/EXPENSES	BIEBELS TRUE VALUE	DUCT TAPE	\$10.42
E 101-52100-300 OPERATING SUPPLIES/EXPENSES	EXECU PRINT	LETTERHEAD AND ENVELOPES	\$268.82
E 101-52100-360 VEHICLE MAINT/EXPENSE	HARTLAND SERVICE INC	SQ #4 SNOW TIRES	\$88.20
E 101-52100-360 VEHICLE MAINT/EXPENSE	HARTLAND SERVICE INC	SQ #3 SNOW TIRES/RESET LAMP	\$95.70
E 101-52100-360 VEHICLE MAINT/EXPENSE	HARTLAND SERVICE INC	SQ #2 SNOW TIRES	\$88.20
E 101-52100-360 VEHICLE MAINT/EXPENSE	HARTLAND SERVICE INC	SQ #1 TIRE SERVICE	\$142.15
E 101-52100-360 VEHICLE MAINT/EXPENSE	HARTLAND SERVICE INC	MOUNT SNOW TIRES/SQUAD 5	\$88.20
E 101-52100-360 VEHICLE MAINT/EXPENSE	HARTLAND SERVICE INC	MOUNT SNOW TIRES/SQUAD 6	\$88.20
E 101-52100-300 OPERATING SUPPLIES/EXPENSES	HOFFA, PAULA	REIMBURSE CLOTHING ALLOWANCE	\$59.96
E 101-52100-300 OPERATING SUPPLIES/EXPENSES	HOFFA, PAULA	REIMBURSE CLOTHING ALLOWANCE	\$80.30
E 101-52100-300 OPERATING SUPPLIES/EXPENSES	JORGENSEN, MARK	REIMBURSE CLOTHING ALLOWANCE	\$26.24
E 101-52100-290 OUTSIDE SERVICES/CONTRACTS	LEXISNEXIS	NOVEMBER SERVICE	\$136.50
E 101-52100-300 OPERATING SUPPLIES/EXPENSES	MUELLER, ADAM	REIMBURSE CLOTHING ALLOWANCE	\$54.29
E 101-52100-300 OPERATING SUPPLIES/EXPENSES	OFFICE PRO INC	OFFICE SUPPLIES	\$104.74
E 101-52100-300 OPERATING SUPPLIES/EXPENSES	OFFICE PRO INC	OFFICE SUPPLIES	\$110.00
E 101-52100-300 OPERATING SUPPLIES/EXPENSES	ONTECH SYSTEMS, INC	OFFICE 365 LICENSES	\$254.00
E 101-52100-290 OUTSIDE SERVICES/CONTRACTS	ONTECH SYSTEMS, INC	ONSITE HOURS	\$90.00
E 101-52100-290 OUTSIDE SERVICES/CONTRACTS	PROHEALTH CARE (LAB BILLING)	BLOOD DRAW	\$35.00
E 101-52100-290 OUTSIDE SERVICES/CONTRACTS	PROSHRED SECURITY	SHREDDING SERVICES	\$68.90
E 101-52100-150 HEALTH/DENTAL/LIFE	SECURIAN FINANCIAL GROUP INC	JANUARY LIFE INS PREMIUMS	\$248.83
E 101-52100-290 OUTSIDE SERVICES/CONTRACTS	VERIZON WIRELESS	OCT-NOV - CELLULAR	\$358.14
E 101-52100-300 OPERATING SUPPLIES/EXPENSES	WCTC(BILLING)	TRAINING	\$459.58
EXPENSE Descr LAW ENFORCEMENT			<u>\$7,341.02</u>
EXPENSE Descr LIBRARY			
E 101-55110-220 UTILITY SERVICES	AT&T	NOV-DEC PHONE SERVICE	\$20.21
E 101-55110-310 BOOKS & MATERIALS	BLACKSTONE AUDIO INC	AUDIOBOOKS	\$300.00
E 101-55110-310 BOOKS & MATERIALS	BLACKSTONE AUDIO INC	AUDIOBOOKS	\$50.00

Account Descr	Search Name	Comments	Amount
E 101-55110-300 OPERATING SUPPLIES/EXPENSES	ELLYN LEM	LIBRARY PROGRAM	\$100.00
E 101-55110-310 BOOKS & MATERIALS	FINDAWAY	AUDIO BOOKS	\$624.90
E 101-55110-310 BOOKS & MATERIALS	FINDAWAY	AUDIO BOOKS	\$354.95
E 101-55110-310 BOOKS & MATERIALS	FINDAWAY WORLD LLC	AUDIOBOOKS	\$324.96
E 101-55110-310 BOOKS & MATERIALS	GALE/CENGAGE LEARNING	BOOKS	\$31.15
E 101-55110-255 BLDGS/GROUNDS	INDUSTRIAL ROOFING SERVICES	LIBRARY ROOF REPAIR	\$400.00
E 101-55110-290 OUTSIDE SERVICES/CONTRACTS	ONTECH SYSTEMS, INC	ONSITE HOURS	\$60.00
E 101-55110-310 BOOKS & MATERIALS	PENGUIN RANDOM HOUSE LLC	AUDIOBOOK	\$46.50
E 101-55110-310 BOOKS & MATERIALS	PENGUIN RANDOM HOUSE LLC	AUDIOBOOK	\$23.25
E 101-55110-310 BOOKS & MATERIALS	PENGUIN RANDOM HOUSE LLC	AUDIOBOOK	\$30.00
E 101-55110-290 OUTSIDE SERVICES/CONTRACTS	RICOH AMERICAS CORP	DEC COPIER	\$73.17
E 101-55110-150 HEALTH/DENTAL/LIFE	SECURIAN FINANCIAL GROUP INC	JANUARY LIFE INS PREMIUMS	\$45.67
E 101-55110-220 UTILITY SERVICES	WE ENERGIES	OCT-NOV - ELECTRIC	\$1,364.42
EXPENSE Descr LIBRARY			<u>\$3,849.18</u>
EXPENSE Descr MUNICIPAL BUILDING			
E 101-51600-290 OUTSIDE SERVICES/CONTRACTS	ALSCO	FLOOR MAT SERVICE	\$137.05
E 101-51600-290 OUTSIDE SERVICES/CONTRACTS	ALSCO	FLOOR MAT SERVICE	\$157.54
E 101-51600-255 BLDGS/GROUNDS	BIEBELS TRUE VALUE	CONNECTORS	\$28.69
E 101-51600-255 BLDGS/GROUNDS	BIEBELS TRUE VALUE	SCREWS	\$0.92
E 101-51600-290 OUTSIDE SERVICES/CONTRACTS	BLUEGREEN LLC	CARPET CLEANING/ADM OFFICE/BRD RM	\$639.68
E 101-51600-255 BLDGS/GROUNDS	HAHN ACE HARDWARE	CHAIN LOOP/CARB SNOWBLOWER	\$249.12
E 101-51600-255 BLDGS/GROUNDS	HOME DEPOT	VALVE	\$20.48
E 101-51600-255 BLDGS/GROUNDS	HOME DEPOT	VALVES	\$28.38
E 101-51600-255 BLDGS/GROUNDS	HOME DEPOT	LED BULBS	\$39.88
E 101-51600-255 BLDGS/GROUNDS	MENARDS- PEWAUKEE	REGISTER	\$11.98
E 101-51600-255 BLDGS/GROUNDS	OLSEN SAFETY EQUIPMENT CORP	FIRST AID KIT	\$151.95
E 101-51600-255 BLDGS/GROUNDS	PATIO PETALS	WINTER PLANTING	\$453.75
E 101-51600-255 BLDGS/GROUNDS	ROBERT WONG	REIMBURSE CLEANING SUPPLIES	\$29.72
E 101-51600-220 UTILITY SERVICES	WE ENERGIES	OCT-NOV - GAS	\$126.06
E 101-51600-220 UTILITY SERVICES	WE ENERGIES	OCT-NOV ELECTRIC	\$1,309.96
EXPENSE Descr MUNICIPAL BUILDING			<u>\$3,385.16</u>
EXPENSE Descr NIXON PARK DREDGE/RESTORE			
E 401-76020-285 CONSTRUCTION COSTS	CONLEY MEDIA LLC	NIXON POND DREDGING	\$122.50
EXPENSE Descr NIXON PARK DREDGE/RESTORE			<u>\$122.50</u>
EXPENSE Descr PARKS			
E 101-55200-365 BLDGS/GROUNDS MAINT EXPENSE	MENARDS- PEWAUKEE	PVC	\$101.34
E 101-55200-365 BLDGS/GROUNDS MAINT EXPENSE	MENARDS- PEWAUKEE	MASK	\$0.89
E 101-55200-220 UTILITY SERVICES	WE ENERGIES	OCT-NOV - HARTBROOK	\$25.40
E 101-55200-220 UTILITY SERVICES	WE ENERGIES	OCT-NOV - PENBROOK	\$23.34
E 101-55200-220 UTILITY SERVICES	WE ENERGIES	OCT-NOV - CENTENNIAL	\$168.76

Account Descr	Search Name	Comments	Amount
E 101-55200-220 UTILITY SERVICES	WE ENERGIES	OCT-NOV - HARTBROOK	\$15.71
E 101-55200-220 UTILITY SERVICES	WE ENERGIES	NOV-DEC - CENTENNIAL	\$24.11
E 101-55200-220 UTILITY SERVICES	WE ENERGIES	OCT-NOV - NIXON	\$30.69
E 101-55200-220 UTILITY SERVICES	WE ENERGIES	OCT-NOV - NIXON	\$46.69
E 101-55200-220 UTILITY SERVICES	WE ENERGIES	OCT-NOV - FAC	\$43.83
E 101-55200-220 UTILITY SERVICES	WE ENERGIES	OCT-NOV - NIXON	\$18.23
E 101-55200-220 UTILITY SERVICES	WE ENERGIES	OCT-NOV - BARK RIVER	\$101.14
E 101-55200-220 UTILITY SERVICES	WE ENERGIES	OCT-NOV - NIXON	\$15.71
E 101-55200-220 UTILITY SERVICES	WE ENERGIES	OCT-NOV - PENBROOK	\$15.71
EXPENSE Descr PARKS			<u>\$631.55</u>
EXPENSE Descr PUBLIC WORKS			
E 101-53000-220 UTILITY SERVICES	AT&T	NOV-DEC PHONE SERVICE	\$20.21
E 101-53000-360 VEHICLE MAINT/EXPENSE	BUMPER TO BUMPER HARTLAND	WIRE	\$55.29
E 101-53000-360 VEHICLE MAINT/EXPENSE	BUMPER TO BUMPER HARTLAND	PLOW LIGHTS	\$549.95
E 101-53000-360 VEHICLE MAINT/EXPENSE	BURKE TRUCK EQUIPMENT	PLASTIC SIDE BOARDS	\$334.00
E 101-53000-360 VEHICLE MAINT/EXPENSE	E.H. WOLF	DIESEL FUEL	\$451.31
E 101-53000-360 VEHICLE MAINT/EXPENSE	E.H. WOLF	UNLEADED GASOLINE	\$733.90
E 101-53000-360 VEHICLE MAINT/EXPENSE	E.H. WOLF	DIESEL FUEL	\$393.56
E 101-53000-360 VEHICLE MAINT/EXPENSE	HOME DEPOT	PAINT	\$29.98
E 101-53000-180 OTHER BENEFITS	ITU ABSORBTECH INC	UNIFORMS	\$117.63
E 101-53000-180 OTHER BENEFITS	ITU ABSORBTECH INC	UNIFORMS	\$90.63
E 101-53000-180 OTHER BENEFITS	JUNGBLUTH, LEO	CLOTHING ALLOWANCE	\$27.52
E 101-53000-360 VEHICLE MAINT/EXPENSE	KAESTNER AUTO ELECTRIC CO	LED LIGHT	\$170.17
E 101-53000-410 STREETS GEN MAINT	MENARDS- PEWAUKEE	REBAR/CONCRETE	\$89.34
E 101-53000-410 STREETS GEN MAINT	MENARDS- PEWAUKEE	REBAR/CONCRETE	\$59.89
E 101-53000-360 VEHICLE MAINT/EXPENSE	MID-STATE EQUIPMENT	TRACTOR DOOR	\$441.70
E 101-53000-290 OUTSIDE SERVICES/CONTRACTS	ONTECH SYSTEMS, INC	ONSITE HOURS	\$30.00
E 101-53000-300 OPERATING SUPPLIES/EXPENSES	ONTECH SYSTEMS, INC	OFFICE 365 LICENSES	\$50.00
E 101-53000-360 VEHICLE MAINT/EXPENSE	PRICE ENGINEERING	HYDRAULIC HOSE	\$128.57
E 101-53000-290 OUTSIDE SERVICES/CONTRACTS	PROHEALTH CARE MEDICAL ASSOC	DRUG TESTING	\$198.00
E 101-53000-180 OTHER BENEFITS	SCHLAFER, JAKE	REIMBURSE CLOTHING ALLOWANCE	\$41.99
E 101-53000-150 HEALTH/DENTAL/LIFE	SECURIAN FINANCIAL GROUP INC	JANUARY LIFE INS PREMIUMS	\$278.21
E 101-53000-300 OPERATING SUPPLIES/EXPENSES	TAPCO	GATE OPENER	\$248.96
E 101-53000-220 UTILITY SERVICES	U.S. CELLULAR	NOV-DEC CELLULAR	\$119.44
E 101-53000-220 UTILITY SERVICES	WE ENERGIES	OCT-NOV - GAS	\$167.34
E 101-53000-225 STREET LIGHTING	WE ENERGIES	OCT-NOV - CAMPUS	\$387.89
E 101-53000-225 STREET LIGHTING	WE ENERGIES	SEPT-OCT - CLOCK	\$19.06
E 101-53000-220 UTILITY SERVICES	WE ENERGIES	OCT-NOV - ELECTRIC	\$501.35
E 101-53000-225 STREET LIGHTING	WE ENERGIES	OCT-NOV - ST LIGHTING	\$87.81
E 101-53000-180 OTHER BENEFITS	WICHROWSKI, THOMAS	CLOTHING ALLOWANCE	\$200.00
EXPENSE Descr PUBLIC WORKS			<u>\$6,023.70</u>

Account Descr	Search Name	Comments	Amount
EXPENSE Descr RECREATION PROGRAMS/EVENTS			
E 101-55300-300 OPERATING SUPPLIES/EXPENSES	AT&T	NOV-DEC PHONE SERVICE	\$20.21
E 101-55300-290 OUTSIDE SERVICES/CONTRACTS	DUMA, KERRY	NOVEMBER PUNCH CARDS	\$936.00
E 101-55300-290 OUTSIDE SERVICES/CONTRACTS	DUSOLD, CAROL	NOVEMBER PUNCH CARDS	\$64.00
E 101-55300-290 OUTSIDE SERVICES/CONTRACTS	GREUEL, TIFFANIE	SURCHARGE REFUND	\$12.88
E 101-55300-290 OUTSIDE SERVICES/CONTRACTS	HUNT-MATTHES, KATE	RELAX/RENEW/REJUVENATE CLASS	\$139.20
E 101-55300-290 OUTSIDE SERVICES/CONTRACTS	ITS IN EVERY DETAIL	BARRE STRENGTH - NOVEMBER	\$102.40
E 101-55300-290 OUTSIDE SERVICES/CONTRACTS	JAMES, KELSEY	NOVEMBER DANCE	\$2,012.80
E 101-55300-290 OUTSIDE SERVICES/CONTRACTS	LAKE COUNTRY FINE ARTS SCHOOL	PAINTING/ART CLASSES	\$196.00
E 101-55300-300 OPERATING SUPPLIES/EXPENSES	ONTECH SYSTEMS, INC	OFFICE 365 LICENSES	\$26.75
E 101-55300-300 OPERATING SUPPLIES/EXPENSES	ONTECH SYSTEMS, INC	ADOBE INDESIGN	\$815.76
E 101-55300-290 OUTSIDE SERVICES/CONTRACTS	PEWAUKEE PARK & REC	2020 FALL PROGRAMS	\$109.08
E 101-55300-150 HEALTH/DENTAL/LIFE	SECURIAN FINANCIAL GROUP INC	JANUARY LIFE INS PREMIUMS	\$4.70
E 101-55300-300 OPERATING SUPPLIES/EXPENSES	TISCHER, SHERRY	BEFORE/AFTER SCHOOL/EARLY RELEASE SNACKS	\$43.15
E 101-55300-300 OPERATING SUPPLIES/EXPENSES	U.S. CELLULAR	NOV-DEC CELLULAR	\$36.19
E 101-55300-290 OUTSIDE SERVICES/CONTRACTS	VILLAGE OF SUSSEX	STINGRAY ALLSTARS CHEER CAMP	\$160.00
E 101-55300-290 OUTSIDE SERVICES/CONTRACTS	WEHLAGE, MARY	NOVEMBER PUNCH CARDS	\$985.60
EXPENSE Descr RECREATION PROGRAMS/EVENTS			\$5,664.72
EXPENSE Descr SEWER SERVICE			
E 204-53610-385 MAINTENANCE-COLLECT EQP PUMP	AT&T	NOV-DEC PHONE SERVICE	\$20.20
E 204-53610-290 OUTSIDE SERVICES/CONTRACTS	BANYON DATA SYSTEMS INC	SOFTWARE SUPPORT	\$525.00
E 204-53610-270 TREATMENT EXPENSE	DELAFIELD-HARTLAND WATER	NOV DUES	\$72,369.51
E 204-53610-290 OUTSIDE SERVICES/CONTRACTS	DIVERSIFIED BENEFIT SERVICES	NOV FSA ADMN SERVICES	\$14.60
E 204-53610-290 OUTSIDE SERVICES/CONTRACTS	DIVERSIFIED BENEFIT SERVICES	DECEMBER FEES	\$26.43
E 204-53610-300 OPERATING SUPPLIES/EXPENSES	ONTECH SYSTEMS, INC	OFFICE 365 LICENSES	\$18.75
E 204-53610-360 VEHICLE MAINT/EXPENSE	TRUCK COUNTRY OF WISCONSIN	FUEL FILTER	\$57.94
E 204-53610-385 MAINTENANCE-COLLECT EQP PUMP	U.S. CELLULAR	NOV-DEC CELLULAR	\$119.45
E 204-53610-220 UTILITY SERVICES	WE ENERGIES	SEPT-OCT - RUSTIC	\$29.63
E 204-53610-220 UTILITY SERVICES	WE ENERGIES	OCT-NOV - CRYSTAL	\$11.44
E 204-53610-220 UTILITY SERVICES	WE ENERGIES	OCT-NOV - HWY 83	\$21.31
E 204-53610-220 UTILITY SERVICES	WE ENERGIES	OCT-NOV - BRADFORD	\$34.81
E 204-53610-220 UTILITY SERVICES	WE ENERGIES	OCT-NOV - WOODLANDS	\$33.88
E 204-53610-220 UTILITY SERVICES	WE ENERGIES	SEPT-OCT - ARLENE	\$187.18
E 204-53610-220 UTILITY SERVICES	WE ENERGIES	SEPT-OCT - CRYSTAL	\$120.77
E 204-53610-220 UTILITY SERVICES	WE ENERGIES	SEPT-OCT - SHADOW RIDGE	\$54.84
EXPENSE Descr SEWER SERVICE			\$73,645.74
EXPENSE Descr TRUSTEES			
E 101-51100-300 OPERATING SUPPLIES/EXPENSES	ONTECH SYSTEMS, INC	OFFICE 365 LICENSES	\$28.00
EXPENSE Descr TRUSTEES			\$28.00

Account Descr	Search Name	Comments	Amount
EXPENSE Descr WATER UTILITY			
E 620-53700-605 MAINTENANCE-WATER SOURCE PLANT	AT&T	NOV-DEC PHONE SERVICE	\$20.21
E 620-53700-923 OUTSIDE SERVICES	BANYON DATA SYSTEMS INC	SOFTWARE SUPPORT	\$525.00
E 620-53700-923 OUTSIDE SERVICES	DIVERSIFIED BENEFIT SERVICES	NOV FSA ADMN SERVICES	\$36.50
E 620-53700-923 OUTSIDE SERVICES	DIVERSIFIED BENEFIT SERVICES	DECEMBER FEES	\$66.06
E 620-53700-625 MAINTENANCE OF PUMPING PLANT	FIRST SUPPLY MADISON	PIPE FITTING	\$7.80
E 620-53700-625 MAINTENANCE OF PUMPING PLANT	HOME DEPOT	HEATER SUPPLIES	\$106.37
E 620-53700-923 OUTSIDE SERVICES	NORTHERN LAKE SERVICE INC	NOV BACTERIA SAMPLES	\$76.00
E 620-53700-923 OUTSIDE SERVICES	NORTHERN LAKE SERVICE INC	2020 LEAD AND COPPER ANALYSIS	\$198.00
E 620-53700-923 OUTSIDE SERVICES	NORTHERN LAKE SERVICE INC	NOV BACTERIA SAMPLES	\$57.00
E 620-53700-923 OUTSIDE SERVICES	NORTHERN LAKE SERVICE INC	570 PROGRESS WELL #3	\$22.00
E 620-53700-923 OUTSIDE SERVICES	NORTHERN LAKE SERVICE INC	NOV BACTERIA SAMPLES	\$57.00
E 620-53700-923 OUTSIDE SERVICES	NORTHERN LAKE SERVICE INC	2020 4TH QTR DRINKING WATER	\$95.00
E 620-53700-923 OUTSIDE SERVICES	NORTHERN LAKE SERVICE INC	DRINKING WATER VOC ANALYSIS	\$63.00
E 620-53700-923 OUTSIDE SERVICES	NORTHERN LAKE SERVICE INC	NEW CONSTRUCTION	\$38.00
E 620-53700-923 OUTSIDE SERVICES	NORTHERN LAKE SERVICE INC	NEW CONSTRUCTION	\$38.00
E 620-53700-923 OUTSIDE SERVICES	NORTHERN LAKE SERVICE INC	DRINKING WATER	\$95.00
E 620-53700-651 MAINTENANCE OF MAINS	OKAUCHEE REDI-MIX INC	CONCRETE	\$412.75
E 620-53700-921 OFFICE SUPPLIES & EXPENSES	ONTECH SYSTEMS, INC	OFFICE 365 LICENSES	\$18.75
E 620-53700-650 MAINT-DIST RESERVE/STANDPIPE	RUNDLE-SPENCE MFG CO	VALVES	\$31.21
E 620-53700-605 MAINTENANCE-WATER SOURCE PLANT	U.S. CELLULAR	NOV-DEC CELLULAR	\$119.44
E 620-53700-653 MAINTENANCE OF METERS	VILLAGE GRAPHICS	METER CARDS	\$34.00
E 620-53700-625 MAINTENANCE OF PUMPING PLANT	WE ENERGIES	OCT-NOV - PENBROOK	\$21.30
E 620-53700-622 POWER FOR PUMPING	WE ENERGIES	OCT-NOV - COVENTRY	\$24.86
E 620-53700-625 MAINTENANCE OF PUMPING PLANT	WE ENERGIES	OCT-NOV - #3 PUMPHOUSE	\$31.56
E 620-53700-622 POWER FOR PUMPING	WE ENERGIES	OCT-NOV - SUNSHINE	\$1,194.15
E 620-53700-622 POWER FOR PUMPING	WE ENERGIES	OCT-NOV - PENBROOK	\$280.61
E 620-53700-622 POWER FOR PUMPING	WE ENERGIES	OCT-NOV - SUNNYSLOPE	\$699.24
E 620-53700-622 POWER FOR PUMPING	WE ENERGIES	OCT-NOV - MANCHESTER	\$1,090.11
E 620-53700-622 POWER FOR PUMPING	WE ENERGIES	OCT-NOV - MICROBOOSTER	\$23.85
E 620-53700-625 MAINTENANCE OF PUMPING PLANT	WE ENERGIES	OCT-NOV - BRISTLECONE	\$14.70
E 620-53700-622 POWER FOR PUMPING	WE ENERGIES	OCT-NOV - BRISTLECONE	\$238.62
E 620-53700-622 POWER FOR PUMPING	WE ENERGIES	SEPT-OCT - HILL ST	\$20.78
E 620-53700-625 MAINTENANCE OF PUMPING PLANT	WE ENERGIES	SEPT-OCT - SUNSHINE	\$16.09
E 620-53700-930 MISC GENERAL EXPENSES	WI RURAL WATER ASSOC (WRWA)	MEMBERSHIP RENEWAL	\$520.00
EXPENSE Descr WATER UTILITY			\$6,292.96
			\$208,931.08

VILLAGE OF HARTLAND

***Check Detail Register©**

Batch: NOV20MC

Check #	Check Date	Vendor Name	Amount	Invoice	Comment
11100 GF Checking					
8941	11/09/20	DEPT OF WORKFORCE DEVELOPMENT			
E 101-51100-110		SALARIES	\$125.20		UNEMPLOYMENT BENEFITS
		Total	\$125.20		
8942	11/09/20	SECURIAN FINANCIAL GROUP INC			
E 101-51400-150		HEALTH/DENTAL/LIFE	\$81.22		DEC PREMIUMS
E 101-51500-150		HEALTH/DENTAL/LIFE	\$47.02		DEC PREMIUMS
E 101-55300-150		HEALTH/DENTAL/LIFE	\$4.70		DEC PREMIUMS
E 101-52200-150		HEALTH/DENTAL/LIFE	\$12.82		DEC PREMIUMS
E 101-52300-150		HEALTH/DENTAL/LIFE	\$12.80		DEC PREMIUMS
E 101-55110-150		HEALTH/DENTAL/LIFE	\$45.67		DEC PREMIUMS
E 101-52100-150		HEALTH/DENTAL/LIFE	\$248.83		DEC PREMIUMS
E 101-53000-150		HEALTH/DENTAL/LIFE	\$278.21		DEC PREMIUMS
G 101-21560		LIFE INSURANCE DEDU	\$896.34		DEC PREMIUMS
		Total	\$1,627.61		
8943	11/16/20	KELSEY JAMES			
E 101-55300-302		TO THE POINTE DANCE	\$2,483.20		OCT DANCE
		Total	\$2,483.20		
		11100 GF Checking	\$4,236.01		

Fund Summary

11100 GF Checking	
101 GENERAL FUND	\$4,236.01
	<u>\$4,236.01</u>

VILLAGE OF HARTLAND

12/07/20 10:07 AM

Page 1

Payments

Current Period: NOVEMBER 2020

Payment Batch NOV20WIRES \$286,958.19					
					
Refer	1902	FIRST BANK FINANCIAL CENTRE	Ck# 2020558E	11/30/2020	
Cash Payment	E	101-51500-300 OPERATING SUPPLIES	MONTHLY EBANKING FEES		\$75.00
Invoice					
Transaction Date	11/30/2020	Due 0	GF Checking	11100	Total \$75.00
Refer	1903	AFLAC	Ck# 2020559E	11/13/2020	
Cash Payment	G	101-21592 AFLAC INS PAYABLE	MONTHLY EMPLOYEE AFLAC CONTRIBUTIONS		\$195.82
Invoice					
Transaction Date	11/13/2020	Due 0	GF Checking	11100	Total \$195.82
Refer	1904	WI RETIREMENT SYSTEM	Ck# 2020560E	11/30/2020	
Cash Payment	E	101-55300-140 RETIREMENT BENEFIT	OCTOBER WRS CONTRIBUTIONS		\$522.21
Invoice					
Cash Payment	E	101-51400-140 RETIREMENT BENEFIT	OCTOBER WRS CONTRIBUTIONS		\$1,204.15
Invoice					
Cash Payment	E	101-51500-140 RETIREMENT BENEFIT	OCTOBER WRS CONTRIBUTIONS		\$490.23
Invoice					
Cash Payment	E	101-52100-140 RETIREMENT BENEFIT	OCTOBER WRS CONTRIBUTIONS		\$20,961.38
Invoice					
Cash Payment	E	101-52100-140 RETIREMENT BENEFIT	OCTOBER WRS CONTRIBUTIONS		\$867.95
Invoice					
Cash Payment	E	101-52200-140 RETIREMENT BENEFIT	OCTOBER WRS CONTRIBUTIONS		\$155.96
Invoice					
Cash Payment	E	101-52200-140 RETIREMENT BENEFIT	OCTOBER WRS CONTRIBUTIONS		\$624.82
Invoice					
Cash Payment	E	101-52300-140 RETIREMENT BENEFIT	OCTOBER WRS CONTRIBUTIONS		\$155.96
Invoice					
Cash Payment	E	101-52300-140 RETIREMENT BENEFIT	OCTOBER WRS CONTRIBUTIONS		\$3,136.80
Invoice					
Cash Payment	E	101-53000-140 RETIREMENT BENEFIT	OCTOBER WRS CONTRIBUTIONS		\$4,348.73
Invoice					
Cash Payment	E	101-55110-140 RETIREMENT BENEFIT	OCTOBER WRS CONTRIBUTIONS		\$1,925.53
Invoice					
Cash Payment	E	620-53700-926 EMPLOYEE PENSIONS	OCTOBER WRS CONTRIBUTIONS		\$2,637.91
Invoice					
Cash Payment	E	204-53610-110 SALARIES	OCTOBER WRS CONTRIBUTIONS		\$342.63
Invoice					
Cash Payment	E	204-53610-110 SALARIES	OCTOBER WRS CONTRIBUTIONS		\$515.48
Invoice					
Cash Payment	E	204-53610-390 BILLING/COLLECTION/	OCTOBER WRS CONTRIBUTIONS		\$570.08
Invoice					
Cash Payment	G	101-21520 RETIREMENT DEDUCTION	OCTOBER WRS CONTRIBUTIONS		\$13,736.81
Invoice					
Cash Payment	G	101-21520 RETIREMENT DEDUCTION	OCTOBER WRS CONTRIBUTIONS		\$14,214.67
Invoice					
Transaction Date	11/30/2020	Due 0	GF Checking	11100	Total \$66,411.30
Refer	1905	EMPLOYEE TRUST FUNDS	Ck# 2020561E	11/24/2020	

VILLAGE OF HARTLAND

12/07/20 10:07 AM

Page 2

Payments

Current Period: NOVEMBER 2020

Cash Payment Invoice	E 101-51400-150 HEALTH/DENTAL/LIFE	DECEMBER HEALTH INSURANCE PREMIUMS			\$3,254.16
Cash Payment Invoice	E 101-51500-150 HEALTH/DENTAL/LIFE	DECEMBER HEALTH INSURANCE PREMIUMS			\$3,918.40
Cash Payment Invoice	E 101-55300-150 HEALTH/DENTAL/LIFE	DECEMBER HEALTH INSURANCE PREMIUMS			\$664.24
Cash Payment Invoice	E 101-52100-150 HEALTH/DENTAL/LIFE	DECEMBER HEALTH INSURANCE PREMIUMS			\$27,382.09
Cash Payment Invoice	E 101-53000-150 HEALTH/DENTAL/LIFE	DECEMBER HEALTH INSURANCE PREMIUMS			\$16,656.77
Cash Payment Invoice	E 101-55110-150 HEALTH/DENTAL/LIFE	DECEMBER HEALTH INSURANCE PREMIUMS			\$3,626.32
Cash Payment Invoice	E 101-52200-150 HEALTH/DENTAL/LIFE	DECEMBER HEALTH INSURANCE PREMIUMS			\$3,606.61
Cash Payment Invoice	E 101-52300-150 HEALTH/DENTAL/LIFE	DECEMBER HEALTH INSURANCE PREMIUMS			\$3,606.61
Cash Payment Invoice	G 101-21530 INSURANCE DEDUCTIONS	DECEMBER HEALTH INSURANCE PREMIUMS			\$1,437.02
Cash Payment Invoice	G 101-34140 UNFUNDED EMPLOYEE BE	DECEMBER HEALTH INSURANCE PREMIUMS			\$1,328.48
Transaction Date	11/24/2020	Due 0	GF Checking	11100	Total \$65,480.70
Refer	1906	WI SUPPORT COLLECTIONS TRUS	Ck# 2020562E	11/30/2020	
Cash Payment Invoice	G 101-21580 GARNISHMENT DEDUCTIO	MONTHLY WAGE GARNISHMENTS			\$1,624.46
Transaction Date	11/30/2020	Due 0	GF Checking	11100	Total \$1,624.46
Refer	1907	WI DEFERRED COMPENSATION P	Ck# 2020563E	11/30/2020	
Cash Payment Invoice	G 101-21570 DEFERRED COMP DEDUCT	NOVEMBER DEFERRED COMP CONTRIBUTIONS			\$24,078.87
Transaction Date	11/30/2020	Due 0	GF Checking	11100	Total \$24,078.87
Refer	1908	BOND TRUST SERVICES CORP	Ck# 2020564E	11/30/2020	
Cash Payment Invoice	E 301-58000-615 DEBT SERVICE - INTER	2013 GO REFUNDING BONDS INTEREST PAYMENT			\$55,393.75
Transaction Date	11/30/2020	Due 0	GF Checking	11100	Total \$55,393.75
Refer	1909	BOND TRUST SERVICES CORP	Ck# 2020565E	11/30/2020	
Cash Payment Invoice	E 301-58000-615 DEBT SERVICE - INTER	2019 GO BOND INTEREST PAYMENT			\$51,850.00
Cash Payment Invoice	E 620-53700-427 INTEREST ON LONG T	2019 GO BOND INTEREST PAYMENT			\$8,162.50
Cash Payment Invoice	E 204-53610-615 DEBT SERVICE - INTER	2019 GO BOND INTEREST PAYMENT			\$12,937.50
Transaction Date	11/30/2020	Due 0	GF Checking	11100	Total \$72,950.00
Refer	1910	PAYMENT SERVICE NETWORK	Ck# 2020566E	11/3/2020	
Cash Payment Invoice	E 620-53700-923 OUTSIDE SERVICES	MONTHLY CC PROCESSING FEE			\$308.37
Cash Payment Invoice	E 204-53610-290 OUTSIDE SERVICES/C	MONTHLY CC PROCESSING FEE			\$308.36

VILLAGE OF HARTLAND

12/07/20 10:07 AM

Page 3

Payments

Current Period: NOVEMBER 2020

Transaction Date		Due 0	GF Checking	11100	Total	
11/3/2020					\$616.73	
<u>Refer</u>	1911	<u>WI DEPT OF REVENUE (SALES TA</u>		<u>Ck# 2020567E 11/2/2020</u>		
Cash Payment	G 101-21515	SALES TAXES PAYABLE	SEPTEMBER SALES TAX PAYMENT		\$52.88	
Invoice						
Cash Payment	R 101-48000	MISCELLANEOUS REVENU	SEPTEMBER SALES TAX PAYMENT		-\$10.00	
Invoice						
Transaction Date	11/2/2020	Due 0	GF Checking	11100	Total	\$42.88
<u>Refer</u>	1912	<u>WI DEPT OF REVENUE (SALES TA</u>		<u>Ck# 2020568E 11/30/2020</u>		
Cash Payment	G 101-21515	SALES TAXES PAYABLE	OCTOBER SALES TAX		\$98.68	
Invoice						
Cash Payment	R 101-48000	MISCELLANEOUS REVENU	OCTOBER SALES TAX		-\$10.00	
Invoice						
Transaction Date	11/30/2020	Due 0	GF Checking	11100	Total	\$88.68

Fund Summary

	11100 GF Checking	
620 WATER FUND	\$11,108.78	
301 DEBT SERVICE FUND	\$107,243.75	
204 SEWER	\$14,674.05	
101 GENERAL FUND	\$153,931.61	
	<hr/>	
	\$286,958.19	

Pre-Written Checks	\$286,958.19
Checks to be Generated by the Computer	\$0.00
Total	<hr/> \$286,958.19

VILLAGE OF HARTLAND

12/07/20 7:59 AM

Page 1

Payments

Current Period: NOVEMBER 2020

Payment Batch NOV20CC \$28,787.98

Refer	1856 AMAZON	Ck# 2020512E 12/7/2020	
Cash Payment	E 101-55110-310 BOOKS & MATERIALS	replacement dvd	\$6.79
Invoice			
Cash Payment	E 101-55110-300 OPERATING SUPPLIES	dec craft supplies	\$39.98
Invoice			
Cash Payment	E 101-55110-310 BOOKS & MATERIALS	dvd	\$26.40
Invoice			
Cash Payment	E 101-55110-300 OPERATING SUPPLIES	Teen Craft bags	\$19.75
Invoice			
Cash Payment	E 101-55110-310 BOOKS & MATERIALS	dvd	\$34.99
Invoice			
Cash Payment	E 101-53000-300 OPERATING SUPPLIES	Covid Masks	\$119.82
Invoice			
Cash Payment	E 101-52100-300 OPERATING SUPPLIES	CWS-CLOTHING ALLOWANCE (boots/gloves)	\$249.94
Invoice			
Cash Payment	E 101-55110-310 BOOKS & MATERIALS	Octonauts sea 3	\$9.99
Invoice			
Cash Payment	E 101-55110-310 BOOKS & MATERIALS	dvds	\$40.22
Invoice			
Cash Payment	E 101-55110-310 BOOKS & MATERIALS	dvds	\$168.58
Invoice			
Cash Payment	E 101-52100-300 OPERATING SUPPLIES	credit-binders/plastics	-\$34.99
Invoice			
Cash Payment	E 101-52100-300 OPERATING SUPPLIES	credit from plastic binders	-\$29.97
Invoice			
Cash Payment	E 101-55110-310 BOOKS & MATERIALS	DVD	\$64.23
Invoice			
Cash Payment	E 101-55110-310 BOOKS & MATERIALS	DVD	\$29.96
Invoice			
Cash Payment	E 101-52100-300 OPERATING SUPPLIES	DJH CLOTHING RETRACTABLE BADGE REEL	\$6.57
Invoice			
Cash Payment	E 101-53000-365 BLDGS/GROUNDS MAI	exhaust fan locker room	\$76.68
Invoice			
Cash Payment	E 101-51400-395 COMMUNITY RELATIO	auto flush valve assemblies	\$620.00
Invoice			
Cash Payment	E 101-52100-300 OPERATING SUPPLIES	SquidTac Molle Holster for Taser BDH (SCIT)	\$43.97
Invoice			
Cash Payment	E 101-55110-300 OPERATING SUPPLIES	cleaning supplies	\$13.97
Invoice			
Cash Payment	E 101-55110-300 OPERATING SUPPLIES	book bundles bags	\$8.99
Invoice			
Cash Payment	E 101-55110-310 BOOKS & MATERIALS	non-fic book	\$20.77
Invoice			
Cash Payment	E 101-52100-300 OPERATING SUPPLIES	DJH/MJS Clothing allowance Neck Gators	\$27.99
Invoice			
Cash Payment	E 101-55300-300 OPERATING SUPPLIES	Before and After School Care	\$14.80
Invoice			

VILLAGE OF HARTLAND

12/07/20 7:59 AM

Page 2

Payments

Current Period: NOVEMBER 2020

Cash Payment	E 101-55110-300 OPERATING SUPPLIES	TINKER TOTE	\$9.99
Invoice			
Cash Payment	E 101-52200-300 OPERATING SUPPLIES	USB cables and Frost blanket for vehicle.	\$33.21
Invoice			
Cash Payment	E 101-52100-300 OPERATING SUPPLIES	replacement Poe WM switch for Video system (other	\$358.88
Invoice			
Cash Payment	E 101-52100-300 OPERATING SUPPLIES	Nausea bags for squads	\$15.89
Invoice			
Cash Payment	E 101-55110-300 OPERATING SUPPLIES	book bundles	\$25.47
Invoice			
Cash Payment	E 101-51500-319 COVID-19 EXPENSES	TISSUES FOR ELECTION	\$49.99
Invoice			
Cash Payment	E 101-55110-310 BOOKS & MATERIALS	dvds	\$47.37
Invoice			
Cash Payment	E 101-53000-360 VEHICLE MAINT/EXPEN	Magnetic switches	\$69.48
Invoice			
Cash Payment	E 101-55110-300 OPERATING SUPPLIES	SUPPLIES	\$9.88
Invoice			
Cash Payment	E 101-52100-300 OPERATING SUPPLIES	plastic binders-pack of 3	\$64.96
Invoice			
Cash Payment	E 101-51500-300 OPERATING SUPPLIES	HEADSET	\$49.98
Invoice			
Cash Payment	E 101-55110-300 OPERATING SUPPLIES	book bundles	\$140.77
Invoice			
Cash Payment	E 101-52100-300 OPERATING SUPPLIES	CWS-clothingKA-Bar TDI Law Enforcement	\$13.99
Invoice			
Cash Payment	E 101-55110-310 BOOKS & MATERIALS	DVDS	\$24.96
Invoice			
Cash Payment	E 101-55110-255 BLDGS/GROUNDS	Urinal Parts	\$41.70
Invoice			
Cash Payment	E 101-55110-325 PERIODICALS	magazine	\$19.00
Invoice			
Cash Payment	E 101-55110-310 BOOKS & MATERIALS	cds	\$12.19
Invoice			
Cash Payment	E 101-55110-310 BOOKS & MATERIALS	music	\$10.39
Invoice			
Cash Payment	E 101-55110-310 BOOKS & MATERIALS	dvds	\$24.95
Invoice			
Cash Payment	E 101-55110-310 BOOKS & MATERIALS	dvds	\$17.99
Invoice			
Cash Payment	E 101-55110-310 BOOKS & MATERIALS	dvds	\$27.99
Invoice			
Cash Payment	E 101-55110-310 BOOKS & MATERIALS	DVDs	\$53.86
Invoice			
Cash Payment	E 101-55110-310 BOOKS & MATERIALS	cds	\$9.97
Invoice			
Cash Payment	E 101-55110-310 BOOKS & MATERIALS	music cds	\$32.47
Invoice			

VILLAGE OF HARTLAND

12/07/20 7:59 AM

Page 3

Payments

Current Period: NOVEMBER 2020

Cash Payment	E 101-55110-310 BOOKS & MATERIALS	music cds	\$56.65
Invoice			
Cash Payment	E 101-55110-310 BOOKS & MATERIALS	dvd	\$9.99
Invoice			
Cash Payment	E 101-55110-310 BOOKS & MATERIALS	dvds	\$14.98
Invoice			
Cash Payment	E 101-55110-310 BOOKS & MATERIALS	dvd	\$126.77
Invoice			
Cash Payment	E 101-55110-310 BOOKS & MATERIALS	DVD	\$20.71
Invoice			
Cash Payment	E 101-55110-310 BOOKS & MATERIALS	dvds	\$17.99
Invoice			
Cash Payment	E 101-55110-310 BOOKS & MATERIALS	dvd	-\$0.03
Invoice			
Cash Payment	E 101-55110-310 BOOKS & MATERIALS		-\$1.39
Invoice			
Cash Payment	E 101-55110-310 BOOKS & MATERIALS	cds	\$38.84
Invoice			
Cash Payment	E 101-55110-310 BOOKS & MATERIALS	DVD	\$25.96
Invoice			
Cash Payment	E 101-55110-310 BOOKS & MATERIALS	Replacements	\$22.58
Invoice			
Cash Payment	E 101-55110-310 BOOKS & MATERIALS	dvd	\$19.96
Invoice			
Cash Payment	E 101-55110-310 BOOKS & MATERIALS	NON FIC DVD	\$28.98
Invoice			
Cash Payment	E 101-55110-300 OPERATING SUPPLIES	book bundles supplies	\$15.89
Invoice			
Cash Payment	E 101-55110-310 BOOKS & MATERIALS	DVD	\$41.94
Invoice			
Cash Payment	E 101-55110-310 BOOKS & MATERIALS	DVD	\$24.99
Invoice			
Cash Payment	E 101-55110-310 BOOKS & MATERIALS	DVDS	\$19.99
Invoice			
Cash Payment	E 101-55110-325 PERIODICALS	magazines	\$59.00
Invoice			
Cash Payment	E 101-55110-310 BOOKS & MATERIALS	DVD	\$9.96
Invoice			
Cash Payment	E 101-55110-310 BOOKS & MATERIALS	dvd	\$13.99
Invoice			
Cash Payment	E 101-55110-300 OPERATING SUPPLIES	trick or treat candy	\$97.70
Invoice			
Cash Payment	E 101-55110-310 BOOKS & MATERIALS	replacement DVD	\$11.26
Invoice			
Cash Payment	E 101-55110-300 OPERATING SUPPLIES	Programming supplies	\$24.94
Invoice			
Cash Payment	E 101-55110-310 BOOKS & MATERIALS	music cds	\$13.49
Invoice			
Cash Payment	E 101-55110-300 OPERATING SUPPLIES	boo bundles	\$8.48
invoice			

VILLAGE OF HARTLAND

12/07/20 7:59 AM

Page 4

Payments

Current Period: NOVEMBER 2020

Cash Payment	E 101-51500-319 COVID-19 EXPENSES	12 pack of hand sanitizer			\$112.90
Invoice					
Cash Payment	E 101-55110-310 BOOKS & MATERIALS	dvd			\$34.99
Invoice					
Cash Payment	E 101-55110-310 BOOKS & MATERIALS	kids dvds			\$28.58
Invoice					
Cash Payment	E 101-55110-300 OPERATING SUPPLIES	craft supplies			\$24.68
Invoice					
Cash Payment	G 101-31670 ICE AGE TRAIL	Pamphlet Holders for IATCC on Kiosks			\$33.96
Invoice					
Cash Payment	E 101-51400-395 COMMUNITY RELATIO	flush valves cartridge toilets admin			\$40.79
Invoice					
Transaction Date	11/6/2020	Due 0	GF Checking	11100	Total \$3,744.28
Refer	1857 AT&T			<u>Ck# 2020513E 12/7/2020</u>	
Cash Payment	E 101-52100-300 OPERATING SUPPLIES	OCT SERVICE			\$86.10
Invoice					
Transaction Date	11/6/2020	Due 0	GF Checking	11100	Total \$86.10
Refer	1858 AVALON GRAPHICS LLC			<u>Ck# 2020514E 12/7/2020</u>	
Cash Payment	E 101-55300-300 OPERATING SUPPLIES	Now Hiring Banners			\$290.00
Invoice					
Transaction Date	11/6/2020	Due 0	GF Checking	11100	Total \$290.00
Refer	1859 AXON ENTERPRISE INC			<u>Ck# 2020515E 12/7/2020</u>	
Cash Payment	E 101-52100-300 OPERATING SUPPLIES	CWS taser recert training			\$375.00
Invoice					
Transaction Date	11/6/2020	Due 0	GF Checking	11100	Total \$375.00
Refer	1860 BAKER & TAYLOR CREDIT CARD			<u>Ck# 2020516E 12/7/2020</u>	
Cash Payment	E 101-55110-310 BOOKS & MATERIALS	BOOKS			\$64.65
Invoice					
Cash Payment	E 101-55110-310 BOOKS & MATERIALS	BOOKS			\$167.27
Invoice					
Cash Payment	E 101-55110-310 BOOKS & MATERIALS	BOOKS			\$539.20
Invoice					
Cash Payment	E 101-55110-310 BOOKS & MATERIALS	BOOKS			\$528.51
Invoice					
Cash Payment	E 101-55110-310 BOOKS & MATERIALS	BOOKS			\$442.04
Invoice					
Cash Payment	E 101-55110-310 BOOKS & MATERIALS	BOOKS			\$74.77
Invoice					
Cash Payment	E 101-55110-310 BOOKS & MATERIALS	BOOKS			\$68.45
Invoice					
Cash Payment	E 101-55110-310 BOOKS & MATERIALS	BOOKS			\$408.65
Invoice					
Cash Payment	E 101-55110-310 BOOKS & MATERIALS	BOOKS			\$203.78
Invoice					
Cash Payment	E 101-55110-310 BOOKS & MATERIALS	BOOKS			\$609.97
Invoice					
Cash Payment	E 101-55110-310 BOOKS & MATERIALS	BOOKS			\$98.48
Invoice					

VILLAGE OF HARTLAND

12/07/20 7:59 AM

Page 5

Payments

Current Period: NOVEMBER 2020

Cash Payment	E 101-55110-310 BOOKS & MATERIALS	BOOKS				\$322.53
Invoice						
Cash Payment	E 101-55110-310 BOOKS & MATERIALS	BOOKS				\$240.88
Invoice						
Cash Payment	E 101-55110-310 BOOKS & MATERIALS	BOOKS				\$86.74
Invoice						
Cash Payment	E 101-55110-310 BOOKS & MATERIALS	BOOKS				\$40.76
Invoice						
Cash Payment	E 101-55110-310 BOOKS & MATERIALS	BOOKS				\$172.86
Invoice						
Transaction Date	11/6/2020	Due 0	GF Checking	11100	Total	\$4,069.54
Refer	1861	<u>BIEBELS TRUE VALUE</u>		<u>Ck# 2020517E 12/7/2020</u>		
Cash Payment	E 101-52100-300 OPERATING SUPPLIES	battery squad #3 remotes/key made squad #9				\$9.41
Invoice						
Cash Payment	E 101-52100-300 OPERATING SUPPLIES	Multiple keys-copied (range/gun safe)				\$6.27
Invoice						
Cash Payment	E 101-52300-300 OPERATING SUPPLIES	Lock box 4351				\$31.47
Invoice						
Transaction Date	11/6/2020	Due 0	GF Checking	11100	Total	\$47.15
Refer	1862	<u>BULLDOG TOWING</u>		<u>Ck# 2020518E 12/7/2020</u>		
Cash Payment	E 101-52300-360 VEHICLE MAINT/EXPEN	WHEEL LIFT				\$210.00
Invoice						
Transaction Date	11/6/2020	Due 0	GF Checking	11100	Total	\$210.00
Refer	1863	<u>CA LIGHTING LENSES INC</u>		<u>Ck# 2020519E 12/7/2020</u>		
Cash Payment	E 101-52100-300 OPERATING SUPPLIES	Outdoor Light for Squad Parking				\$106.80
Invoice						
Transaction Date	11/6/2020	Due 0	GF Checking	11100	Total	\$106.80
Refer	1864	<u>COUSINS SUBS</u>		<u>Ck# 2020520E 12/7/2020</u>		
Cash Payment	E 101-51440-300 OPERATING SUPPLIES	food for election				\$219.36
Invoice						
Transaction Date	11/6/2020	Due 0	GF Checking	11100	Total	\$219.36
Refer	1865	<u>DEMCO INC</u>		<u>Ck# 2020521E 12/7/2020</u>		
Cash Payment	E 101-55110-300 OPERATING SUPPLIES	Hanging bags and display for those bags				\$102.31
Invoice						
Cash Payment	E 101-55110-300 OPERATING SUPPLIES	Plastic bags and Audiobook cases				\$492.55
Invoice						
Cash Payment	E 101-55110-300 OPERATING SUPPLIES	Audiobook cases and bluray cases				\$161.65
Invoice						
Transaction Date	11/6/2020	Due 0	GF Checking	11100	Total	\$756.51
Refer	1866	<u>DLX FOR SMALL BUSINESS</u>		<u>Ck# 2020522E 12/7/2020</u>		
Cash Payment	E 101-51500-300 OPERATING SUPPLIES	DEPOSIT BOOKS FOR FINANCE				\$72.01
Invoice						
Transaction Date	11/6/2020	Due 0	GF Checking	11100	Total	\$72.01
Refer	1867	<u>DOMINOS PIZZA</u>		<u>Ck# 2020523E 12/7/2020</u>		
Cash Payment	E 101-52200-300 OPERATING SUPPLIES	Pizza for workers on burn prep				\$31.45
Invoice						

VILLAGE OF HARTLAND

12/07/20 7:59 AM

Page 6

Payments

Current Period: NOVEMBER 2020

Cash Payment	E 101-52200-300 OPERATING SUPPLIES	Food for workers on burn day				\$88.19
Invoice						
Transaction Date	11/6/2020	Due 0	GF Checking	11100	Total	\$119.64
Refer	1868 EMEDCO			Ck# 2020524E 12/7/2020		
Cash Payment	E 101-51400-395 COMMUNITY RELATIO	SIGN POSTS				\$316.95
Invoice						
Transaction Date	11/6/2020	Due 0	GF Checking	11100	Total	\$316.95
Refer	1869 EMERSON MFG., INC.			Ck# 2020525E 12/7/2020		
Cash Payment	E 101-53000-360 VEHICLE MAINT/EXPEN	Waste oil drain cart parts				\$74.68
Invoice						
Transaction Date	11/6/2020	Due 0	GF Checking	11100	Total	\$74.68
Refer	1870 ENDTERS SPORTS GRILL			Ck# 2020526E 12/7/2020		
Cash Payment	E 101-51440-300 OPERATING SUPPLIES	PIZZA FOR ELECTION STAFF				\$276.03
Invoice						
Transaction Date	11/6/2020	Due 0	GF Checking	11100	Total	\$276.03
Refer	1871 FLIR SYSTEMS			Ck# 2020527E 12/7/2020		
Cash Payment	E 101-52300-300 OPERATING SUPPLIES	Battery charger for thermo camera ambulance				\$157.50
Invoice						
Transaction Date	11/6/2020	Due 0	GF Checking	11100	Total	\$157.50
Refer	1872 FOX BROS PIGGLY WIGGLY			Ck# 2020528E 12/7/2020		
Cash Payment	E 101-55300-300 OPERATING SUPPLIES	BINGO PRIZES				\$88.93
Invoice						
Cash Payment	E 101-52200-300 OPERATING SUPPLIES	Supplies for house burn				\$25.27
Invoice						
Cash Payment	E 101-52200-300 OPERATING SUPPLIES	Supplies for house burn.				\$75.10
Invoice						
Cash Payment	E 101-51440-300 OPERATING SUPPLIES	ELECTION FOOD AND SUPPLIES				\$109.22
Invoice						
Transaction Date	11/6/2020	Due 0	GF Checking	11100	Total	\$298.52
Refer	1873 GODADDY			Ck# 2020529E 12/7/2020		
Cash Payment	E 101-51500-300 OPERATING SUPPLIES	STANDARD SSL RENEWAL				\$79.99
Invoice						
Transaction Date	11/6/2020	Due 0	GF Checking	11100	Total	\$79.99
Refer	1874 HARTLAND VILLAGE MART			Ck# 2020530E 12/7/2020		
Cash Payment	E 101-52200-300 OPERATING SUPPLIES	Ice for house burn				\$6.82
Invoice						
Transaction Date	11/6/2020	Due 0	GF Checking	11100	Total	\$6.82
Refer	1875 HOME DEPOT			Ck# 2020531E 12/7/2020		
Cash Payment	E 101-52200-300 OPERATING SUPPLIES	Plastic for burn house and nails				\$60.86
Invoice						
Cash Payment	E 101-52100-300 OPERATING SUPPLIES	Toilet				\$119.00
Invoice						
Transaction Date	11/6/2020	Due 0	GF Checking	11100	Total	\$179.86
Refer	1876 HUMAN RESTRAINT			Ck# 2020532E 12/7/2020		
Cash Payment	E 101-52100-300 OPERATING SUPPLIES	Restraints for squads				\$94.50
Invoice						

VILLAGE OF HARTLAND

12/07/20 7:59 AM

Page 8

Payments

Current Period: NOVEMBER 2020

Transaction Date	11/6/2020	Due 0	GF Checking	11100	Total	\$1.50
Refer	1886 REVERE ELECTRIC			Ck# 2020542E 12/7/2020		
Cash Payment	E 620-53700-605 MAINTENANCE-WATER			pump control		\$162.62
Invoice						
Transaction Date	11/6/2020	Due 0	GF Checking	11100	Total	\$162.62
Refer	1887 RUNDLE-SPENCE MFG CO			Ck# 2020543E 12/7/2020		
Cash Payment	E 101-51500-319 COVID-19 EXPENSES			TOUCHLESS WATER FOUNTAINS		\$11,645.43
Invoice						
Transaction Date	11/6/2020	Due 0	GF Checking	11100	Total	\$11,645.43
Refer	1888 SENDIKS HARTLAND LLC			Ck# 2020544E 12/7/2020		
Cash Payment	E 101-51440-300 OPERATING SUPPLIES			DONUTS FOR ELECTION STAFF		\$39.96
Invoice						
Transaction Date	11/6/2020	Due 0	GF Checking	11100	Total	\$39.96
Refer	1889 SIGN A RAMA			Ck# 2020545E 12/7/2020		
Cash Payment	G 101-31670 ICE AGE TRAIL			Signs for Kiosks in Nixon and Centennial		\$331.70
Invoice						
Transaction Date	11/6/2020	Due 0	GF Checking	11100	Total	\$331.70
Refer	1890 SIRCHIE FINGER PRINT LAB			Ck# 2020546E 12/7/2020		
Cash Payment	E 101-51500-319 COVID-19 EXPENSES			ANTI-MICROBIAL TOWELS		\$13.70
Invoice						
Transaction Date	11/6/2020	Due 0	GF Checking	11100	Total	\$13.70
Refer	1891 TIME WARNER CABLE CREDIT CA			Ck# 2020547E 12/7/2020		
Cash Payment	E 204-53610-385 MAINTENANCE-COLLE			AUG-NOV PHONE		\$103.51
Invoice						
Cash Payment	E 204-53610-385 MAINTENANCE-COLLE			OCT-NOV INTERNET		\$74.00
Invoice						
Cash Payment	E 620-53700-605 MAINTENANCE-WATER			OCT-NOV INTERNET		\$74.00
Invoice						
Cash Payment	E 101-53000-220 UTILITY SERVICES			OCT-NOV INTERNET		\$74.00
Invoice						
Cash Payment	E 101-52100-300 OPERATING SUPPLIES			OCT-NOV INTERNET		\$74.00
Invoice						
Cash Payment	E 101-55300-300 OPERATING SUPPLIES			OCT-NOV INTERNET		\$74.00
Invoice						
Cash Payment	E 101-51500-300 OPERATING SUPPLIES			OCT-NOV INTERNET		\$74.00
Invoice						
Cash Payment	E 101-55370-300 OPERATING SUPPLIES			OCT-NOV INTERNET		\$30.00
Invoice						
Cash Payment	E 101-51400-300 OPERATING SUPPLIES			OCT-NOV INTERNET		\$74.00
Invoice						
Cash Payment	E 620-53700-605 MAINTENANCE-WATER			AUG-NOV PHONE		\$103.50
Invoice						
Cash Payment	E 101-53000-220 UTILITY SERVICES			AUG-NOV PHONE		\$103.50
Invoice						
Cash Payment	E 101-52200-290 OUTSIDE SERVICES/C			OCT-NOV SERVICE		\$134.98
Invoice						

VILLAGE OF HARTLAND

12/07/20 7:59 AM

Page 9

Payments

Current Period: NOVEMBER 2020

Cash Payment	E 204-53610-385 MAINTENANCE-COLLE	SEPT-OCT INTERNET			\$45.00
Invoice					
Cash Payment	E 620-53700-605 MAINTENANCE-WATER	SEPT-OCT INTERNET			\$44.99
Invoice					
Cash Payment	E 101-53000-220 UTILITY SERVICES	SEPT-OCT INTERNET			\$44.99
Invoice					
Cash Payment	E 101-52400-300 OPERATING SUPPLIES	OCT-NOV INTERNET			\$74.00
Invoice					
Transaction Date	11/6/2020	Due 0	GF Checking	11100	Total \$1,202.47
Refer	1892 TRAFFIC SAFETY STORE		Ck# 2020548E 12/7/2020		
Cash Payment	E 101-53000-365 BLDGS/GROUNDS MAI	bollard covers			\$645.75
Invoice					
Transaction Date	11/6/2020	Due 0	GF Checking	11100	Total \$645.75
Refer	1893 TRINITY ECO SOLUTIONS		Ck# 2020549E 12/7/2020		
Cash Payment	E 101-53000-410 STREETS GEN MAINT	PAINT			\$295.10
Invoice					
Transaction Date	11/6/2020	Due 0	GF Checking	11100	Total \$295.10
Refer	1894 WALGREENS		Ck# 2020550E 12/7/2020		
Cash Payment	E 101-51440-300 OPERATING SUPPLIES	GLUE STICKS			\$13.96
Invoice					
Cash Payment	E 101-51440-300 OPERATING SUPPLIES	Election supplies for absentee processing			\$20.12
Invoice					
Transaction Date	11/6/2020	Due 0	GF Checking	11100	Total \$34.08
Refer	1895 WALMART		Ck# 2020551E 12/7/2020		
Cash Payment	E 101-55110-300 OPERATING SUPPLIES	Parchment paper for teen craft bag			\$2.67
Invoice					
Transaction Date	11/6/2020	Due 0	GF Checking	11100	Total \$2.67
Refer	1896 WATER - COFFEE DELIVERY		Ck# 2020552E 12/7/2020		
Cash Payment	E 101-52300-300 OPERATING SUPPLIES	water and coffee			\$79.72
Invoice					
Cash Payment	E 101-52200-300 OPERATING SUPPLIES	Coffee and water service			\$79.72
Invoice					
Transaction Date	11/6/2020	Due 0	GF Checking	11100	Total \$159.44
Refer	1897 WAUKESHA CTY REGISTER OF DE		Ck# 2020553E 12/7/2020		
Cash Payment	E 101-51440-300 OPERATING SUPPLIES	Registered Item			\$8.00
Invoice					
Transaction Date	11/6/2020	Due 0	GF Checking	11100	Total \$8.00
Refer	1898 WI DEPT OF ADMINISTRATION		Ck# 2020554E 12/7/2020		
Cash Payment	E 101-52400-300 OPERATING SUPPLIES	INSPECTION STAMPS			\$1,654.55
Invoice					
Transaction Date	11/6/2020	Due 0	GF Checking	11100	Total \$1,654.55
Refer	1899 WI DMV		Ck# 2020555E 12/7/2020		
Cash Payment	E 101-52100-290 OUTSIDE SERVICES/C	DOT Fee for License Suspension			\$0.06
Invoice					
Cash Payment	E 101-52100-290 OUTSIDE SERVICES/C	Vehicle Registration Suspension Fee			\$3.00
Invoice					

VILLAGE OF HARTLAND

Payments

Current Period: NOVEMBER 2020

Transaction Date	11/6/2020	Due 0	GF Checking	11100	Total	\$3.06
Refer	1900 WI POLICE LEADERSHIP FOUNDA Ck# 2020556E 12/7/2020					
Cash Payment	E 101-52100-300 OPERATING SUPPLIES Wisconsin Chiefs Police Conference (Winter) RJC					\$225.00

Invoice

Transaction Date	11/6/2020	Due 0	GF Checking	11100	Total	\$225.00
Refer	1901 ZOOM Ck# 2020557E 12/7/2020					
Cash Payment	E 101-51400-395 COMMUNITY RELATIO Monthly Zoom Account					\$15.74

Invoice

Transaction Date	11/6/2020	Due 0	GF Checking	11100	Total	\$15.74
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Fund Summary

	11100 GF Checking	
620 WATER FUND		\$385.11
204 SEWER		\$222.51
101 GENERAL FUND		\$28,180.36
		<u>\$28,787.98</u>

Pre-Written Checks	\$28,787.98
Checks to be Generated by the Computer	\$0.00
Total	<u>\$28,787.98</u>

VILLAGE OF HARTLAND
LICENSES AND PERMITS
DECEMBER 14, 2020

Bartender (Operator's) License

Arianna Mercedes Rodriquez
Kallie Ann Cummings
Debra Kay Dowell

The applicants have successfully completed the Responsible Beverage Servers Course. The Chief of Police has reviewed the applications and approves of them after deeming the requests to be in compliance with Wis. Stats. § 125.04(5).



December 1, 2020

Mr. Tim Rohde
Administrator
Village of Hartland
210 Cottonwood Avenue
Hartland, WI 53029

**Re: Early-Start Building Permit Request
Paradise Trails Condominium**

Dear Tim and Village Board:

Thank you for your assistance reviewing our request to obtain early-start building permits for the Paradise Trails Condominium development. Despite extraordinary efforts from our partner contractors, we have come to the season of the year that makes it difficult to complete exterior concrete and asphalt. We will complete the concrete and asphalt of the public roads as well as the recreational trail as planned, but the completion of the private roads this season is in jeopardy. As a result, we have been forced to discuss contingency plans and the potential for obtaining building permits in the subdivision before the roadways are constructed. These discussions prompted a Village staff meeting earlier this week which resulted in a list of “minimum requirements” that would be required in order for the Village staff to support a recommendation to the Village Board. This correspondence is to address these requirements and outline Neumann Developments plans with regards to obtaining early-start building permits.

We propose that a modification be made to the Development Agreement to allow for early-start building permits subject to the conditions outlined below. Additionally, we suggest that a Certificate of Occupancy for these homes be conditional on the completion of the binder course of asphalt and completion of subdivision as outlined in the Development Agreement.

The following addresses the “minimum requirements” resulting from the Village staff meeting:

- Village Board approval of a Development Agreement modification
 - Neumann Companies stands ready to meet with the Village to prepare/review the necessary modifications to the Development Agreement.
- Payment of a Development Agreement Amendment fee
 - The needed fee(s) will be paid as required.
- Maintenance of stone base roads
 - A contract for snow removal would be in place with a private party
- Standards to maintain fire department and emergency service access
 - We will maintain throughout the development a 26’ wide section which will allow for construction vehicle parking along one side of the roadway and maintain a 16’ fire lane.
 - The home building would also provide additional parking on the lot to ensure passage of roadways.
 - Fire hydrants are all fully functional and access will be maintained at all times.



We make this request at this time assuming we will not be able to install curbs or asphalt until next year. Given the irregularity of the weather we may still have an opportunity to complete the private work this year and will continue to work diligently on site to take advantage of that opportunity should it arise. The pros and cons of cold weather paving and the potential for freeze/thaw conditions are also being discussed with the Village Engineer and we will continue to work with them and appreciate their professional opinion on this matter. The potential benefits to the Village and future residents of allowing traffic on this stone base through the winter and going through a freeze/thaw cycle are that the ground and utility trenches have more time to naturally settle and compact prior to road surfaces providing a better end product that will require less maintenance for the owners and potentially the Village in the future. The stone base of roadways also allows better access throughout the site for stabilization yet this year of all of the exposed surfaces improving the temporary condition of the site. Additionally, if building permits are allowed each individual unit construction will have erosion control measures in place further improving the control of runoff on site. All current and additional site work will continue to be coordinated with the Village Engineer.

We appreciate your consideration of this request and ask that this be placed on the December 14th meeting agenda.

We thank you again for your assistance in this process.

Sincerely,

A handwritten signature in blue ink, appearing to read "Bryan Lindgren", is written over a light blue horizontal line.

Bryan Lindgren
Neumann Developments

December 8, 2020

Mr. Tim Rhode
Village Administrator
Village of Hartland
210 Cottonwood Avenue
Hartland, WI 53029

Re: Recommendation to Amend PUD Agreement
Paradise Trails

Dear Mr. Rhode:

We have reviewed the request from Neumann Companies, Inc. to obtain early-start building permits despite binder course pavement not being placed on the private roadways in the development per the originally approved PUD Agreement. Neumann has indicated that they have graded and conducted the necessary tests to prepare the roadways for curb & gutter and asphalt pavement, but we understand that the weather may not play in their favor for completing the concrete and asphalt work this year.

In accordance with the requirements to be met in order to receive early-start building permits as determined by Village Staff and outlined in the request from Neumann Companies, Inc., we recommend that the existing PUD Agreement be amended as necessary to allow the issuance of permits subject to the requirements outlined in the request from Neumann Companies, Inc.

Please feel free to contact me at (262) 953-3002 if you have any questions.

Respectfully,

RUEKERT & MIELKE, INC.



Ryan T. Amtmann, P.E. (WI, IL)
Village Engineer
ramtmann@ruekert-mielke.com

RTA:pwg

cc: Dave Felkner, Village of Hartland
Peter W. Gesch, Ruekert & Mielke, Inc.



**Village of Hartland
Administration**

210 Cottonwood Ave, Hartland, WI 53029
www.villageofhartland.com

Committee: Village Board	Date: 12-8-2020
Village Board Item Number: 5	Date: 12-14-2020
Submitted By: Mike Gerszewski Operations Supervisor	
Subject: Award Nixon Pond Dredging	

Details:
Nixon pond dredging was put out for bid. The Village budgeted \$160,000.00 for this project. We had nine bidders C.W.Purpero Inc. came in low at \$85,345.00.

Financial Remarks: Cost to dredge would be \$85,345.00

Options & Alternatives:

Executive Recommendation: Staff recommends awarding the pond dredging contract to C.W. Pupero, Inc. for the sum of \$85,345.00

December 7, 2020

Mr. Tim Rhode
Village Administrator
Village of Hartland
210 Cottonwood Avenue
Hartland, Wisconsin 53029

RE: Nixon Pond Dredging Project

Dear Mr. Rhode:

Bids for the above project were opened on November 19, 2020 at 10:00 a.m. at the Village Hall and were as follows:

	BIDDER	BASE BID
1.	<u>C.W. Purpero, Inc.</u>	<u>\$ 85,345.00</u>
2.	<u>Wondra Construction, Inc.</u>	<u>\$110,985.00</u>
3.	<u>MudTech, LLC</u>	<u>\$136,450.00</u>
4.	<u>RLP Diversified, Inc.</u>	<u>\$152,869.15</u>
5.	<u>BKS Excavating, Inc.</u>	<u>\$154,375.00</u>
6.	<u>Super Western, Inc.</u>	<u>\$159,836.00</u>
7.	<u>Advance Construction, Inc.</u>	<u>\$166,113.00</u>
8.	<u>Soper Grading & Excavating, LLC</u>	<u>\$186,400.00</u>
9.	<u>Dorner, Inc.</u>	<u>\$196,000.00</u>

We reviewed the documentation submitted by the apparent low bidder and found that:

1. The Bid Form has been appropriately completed.
2. We have no objections to the low bidder.
3. Low bidder has successfully completed similar projects over the last 5 years according to references we have contacted.

On these bases, we recommend that C.W. Purpero, Inc. be awarded the Nixon Pond Dredging contract, in the amount of \$85,345.00. This amount is based on the bid unit prices and estimated quantities. Actual quantities, and therefore the final contract price, may vary.

Our review did not include an evaluation of bidder's current financial condition nor of their permanent safety program.

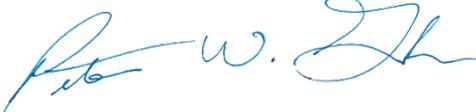
Should you decide to accept our recommendation, we have prepared the enclosed Notice of Award for your use. After Village Board approval has been received, please have the appropriate official sign where indicated and forward all three signed copies of the Notice of Award to our office. We will then fill in the date at the top of page one and forward it, with contracts for execution, to the Contractor. One fully completed Notice of Award will be returned to you for your records.

Mr. Tim Rhode
Village of Hartland
December 7, 2020
Page 2

Bids remain subject to acceptance until January 19, 2021, unless Bidder agrees to an extension. Please advise us of your award decision, or call if there are any questions.

Respectfully,

RUEKERT & MIELKE, INC.



Peter W. Gesch
Project Engineer
pgesch@ruekert-mielke.com

PWG:sjs
Encl: Notice of Award
Bid Tabulation

NOTICE OF AWARD

	Date of Issuance:	
Contract: Nixon Pond Dredging	Owner:	Village of Hartland
Bidder: C. W. Purpero, Inc.	Engineer:	Ruekert & Mielke, Inc.
Address: 1190 West Rawson Avenue Oak Creek, WI 53154	Engineer's Project No.:	09-10045.200

TO BIDDER:

You are notified that your Bid dated November 19, 2020 for the above Contract has been accepted by Owner and you are the Successful Bidder and are awarded a Contract for:

Nixon Pond Dredging Base Bid

The Contract Price of your Contract is: \$ 85,345.00

Two (2) copies of the proposed Contract Documents (except Drawings) accompany this Notice of Award, or have been transmitted or made available to Bidder electronically.

Two (2) sets of the Drawings will be delivered separately, or otherwise made available to Bidder electronically.

Bidder must comply with the following conditions precedent within 15 days of the date of issuance of this Notice of Award:

1. Deliver to Engineer one (1) fully executed counterparts of the Contract Documents.
2. Deliver with the executed Agreement the Bid security as specified in the Instructions to Bidders (Article 21), General Conditions (Paragraph 6.01), and Supplementary Conditions (Paragraph SC-6.01).
3. Deliver with the executed Agreement certificates and other evidence of insurance as specified in the General Conditions (Article 6) and the Supplementary Conditions modifying Article 6 of the General Conditions.

Failure to comply with these conditions within the time specified will entitle Owner to consider you in default, annul this Notice of Award, and declare your Bid security forfeited.

Within 10 days after you comply with the above conditions, Engineer will return to you one fully executed counterpart of the Agreement.

Owner: VILLAGE OF HARTLAND

Signature: _____
Authorized Signature

Title: _____

Date: _____

Copy: Engineer

COST COMPARISON OF BIDDERS

OWNER: Village of Hartland
PROJECT: Nixon Pond Dredging
BID OPENING DATE: November 19, 2020

BASE BID				C. W. Purpero, Inc.		Wondra Construction, Inc.		MudTech, LLC	
ITEM #	ITEM DESCRIPTION	UNIT	QTY.	UNIT \$	TOTAL	UNIT \$	TOTAL	UNIT \$	TOTAL
1	Mobilization (limited to maximum 5% total bid)	L.S.	1	\$4,000.00	\$4,000.00	\$5,000.00	\$5,000.00	\$5,000.00	\$5,000.00
2	Traffic control, signage and barricades	L.S.	1	\$3,600.00	\$3,600.00	\$500.00	\$500.00	\$1,500.00	\$1,500.00
3	Tracking Pad	S.F.	900	\$3.00	\$2,700.00	\$2.50	\$2,250.00	\$10.00	\$9,000.00
4	Silt fence	L.F.	600	\$3.50	\$2,100.00	\$1.60	\$960.00	\$2.50	\$1,500.00
5	Inlet protection "Type D"	EA.	2	\$105.00	\$210.00	\$100.00	\$200.00	\$200.00	\$400.00
6	Sediment logs	L.F.	140	\$10.50	\$1,470.00	\$6.00	\$840.00	\$10.00	\$1,400.00
7	Ditch check (if necessary)	L.F.	20	\$12.00	\$240.00	\$8.00	\$160.00	\$20.00	\$400.00
8	Sediment stockpile downstream perimeter control measures	L.F.	100	\$29.00	\$2,900.00	\$6.00	\$600.00	\$10.00	\$1,000.00
9	Pond entrance tracking and protection measures	L.S.	1	\$4,000.00	\$4,000.00	\$6,600.00	\$6,600.00	\$10,000.00	\$10,000.00
10	Pond dewatering system	L.S.	1	\$13,500.00	\$13,500.00	\$20,000.00	\$20,000.00	\$65,000.00	\$65,000.00
11	Sediment sampling	L.S.	1	\$10,500.00	\$10,500.00	\$10,000.00	\$10,000.00	\$3,000.00	\$3,000.00
12	Excavate, haul, and stockpile material	C.Y.	1,750	\$13.50	\$23,625.00	\$20.50	\$35,875.00	\$4.00	\$7,000.00
13	Grading deposit area	S.Y.	5,000	\$0.70	\$3,500.00	\$3.00	\$15,000.00	\$3.00	\$15,000.00
14	Restoration (seed and erosion mat)	S.Y.	5,000	\$2.60	\$13,000.00	\$2.60	\$13,000.00	\$3.25	\$16,250.00
TOTAL OF ALL ESTIMATED PRICES (ITEMS 1 - 14)					\$85,345.00		\$110,985.00		\$136,450.00

COST COMPARISON OF BIDDERS

OWNER: Village of Hartland
PROJECT: Nixon Pond Dredging
BID OPENING DATE: November 19, 2020

BASE BID				RLP Diversified, Inc.		BKS Excavating, Inc.		Super Western, Inc.	
ITEM #	ITEM DESCRIPTION	UNIT	QTY.	UNIT \$	TOTAL	UNIT \$	TOTAL	UNIT \$	TOTAL
1	Mobilization (limited to maximum 5% total bid)	L.S.	1	\$7,643.00	\$7,643.00	\$6,000.00	\$6,000.00	\$7,400.00	\$7,400.00
2	Traffic control, signage and barricades	L.S.	1	\$1,263.15	\$1,263.15	\$3,000.00	\$3,000.00	\$20,000.00	\$20,000.00
3	Tracking Pad	S.F.	900	\$2.22	\$1,998.00	\$4.00	\$3,600.00	\$2.60	\$2,340.00
4	Silt fence	L.F.	600	\$2.85	\$1,710.00	\$2.00	\$1,200.00	\$2.15	\$1,290.00
5	Inlet protection "Type D"	EA.	2	\$300.00	\$600.00	\$200.00	\$400.00	\$158.00	\$316.00
6	Sediment logs	L.F.	140	\$5.75	\$805.00	\$10.00	\$1,400.00	\$26.00	\$3,640.00
7	Ditch check (if necessary)	L.F.	20	\$10.00	\$200.00	\$20.00	\$400.00	\$53.00	\$1,060.00
8	Sediment stockpile downstream perimeter control measures	L.F.	100	\$4.00	\$400.00	\$25.00	\$2,500.00	\$32.00	\$3,200.00
9	Pond entrance tracking and protection measures	L.S.	1	\$27,500.00	\$27,500.00	\$8,000.00	\$8,000.00	\$7,740.00	\$7,740.00
10	Pond dewatering system	L.S.	1	\$27,500.00	\$27,500.00	\$25,000.00	\$25,000.00	\$21,000.00	\$21,000.00
11	Sediment sampling	L.S.	1	\$11,000.00	\$11,000.00	\$20,000.00	\$20,000.00	\$11,600.00	\$11,600.00
12	Excavate, haul, and stockpile material	C.Y.	1,750	\$28.00	\$49,000.00	\$24.50	\$42,875.00	\$34.00	\$59,500.00
13	Grading deposit area	S.Y.	5,000	\$1.00	\$5,000.00	\$5.00	\$25,000.00	\$1.50	\$7,500.00
14	Restoration (seed and erosion mat)	S.Y.	5,000	\$3.65	\$18,250.00	\$3.00	\$15,000.00	\$2.65	\$13,250.00
TOTAL OF ALL ESTIMATED PRICES (ITEMS 1 - 14)					\$152,869.15		\$154,375.00		\$159,836.00

COST COMPARISON OF BIDDERS

OWNER: Village of Hartland
PROJECT: Nixon Pond Dredging
BID OPENING DATE: November 19, 2020

BASE BID				Advance Construction, Inc.		Soper Grading & Excavating, LLC		Dorner, Inc.	
ITEM #	ITEM DESCRIPTION	UNIT	QTY.	UNIT \$	TOTAL	UNIT \$	TOTAL	UNIT \$	TOTAL
1	Mobilization (limited to maximum 5% total bid)	L.S.	1	\$8,300.00	\$8,300.00	\$7,500.00	\$7,500.00	\$6,000.00	\$6,000.00
2	Traffic control, signage and barricades	L.S.	1	\$7,000.00	\$7,000.00	\$5,000.00	\$5,000.00	\$200.00	\$200.00
3	Tracking Pad	S.F.	900	\$2.25	\$2,025.00	\$10.00	\$9,000.00	\$3.00	\$2,700.00
4	Silt fence	L.F.	600	\$2.25	\$1,350.00	\$2.00	\$1,200.00	\$5.00	\$3,000.00
5	Inlet protection "Type D"	EA.	2	\$100.00	\$200.00	\$150.00	\$300.00	\$100.00	\$200.00
6	Sediment logs	L.F.	140	\$8.00	\$1,120.00	\$10.00	\$1,400.00	\$10.00	\$1,400.00
7	Ditch check (if necessary)	L.F.	20	\$10.00	\$200.00	\$12.00	\$240.00	\$50.00	\$1,000.00
8	Sediment stockpile downstream perimeter control measures	L.F.	100	\$12.50	\$1,250.00	\$20.00	\$2,000.00	\$25.00	\$2,500.00
9	Pond entrance tracking and protection measures	L.S.	1	\$45,000.00	\$45,000.00	\$10,000.00	\$10,000.00	\$500.00	\$500.00
10	Pond dewatering system	L.S.	1	\$25,000.00	\$25,000.00	\$65,260.00	\$65,260.00	\$30,000.00	\$30,000.00
11	Sediment sampling	L.S.	1	\$10,918.00	\$10,918.00	\$12,000.00	\$12,000.00	\$1,000.00	\$1,000.00
12	Excavate, haul, and stockpile material	C.Y.	1,750	\$25.00	\$43,750.00	\$30.00	\$52,500.00	\$70.00	\$122,500.00
13	Grading deposit area	S.Y.	5,000	\$2.00	\$10,000.00	\$1.00	\$5,000.00	\$2.00	\$10,000.00
14	Restoration (seed and erosion mat)	S.Y.	5,000	\$2.00	\$10,000.00	\$3.00	\$15,000.00	\$3.00	\$15,000.00
TOTAL OF ALL ESTIMATED PRICES (ITEMS 1 - 14)					\$166,113.00		\$186,400.00		\$196,000.00



**Village of Hartland
Administration**

210 Cottonwood Ave, Hartland, WI 53029
www.villageofhartland.com

Committee: Village Board	Date: 12/14/2020
Village Board Item Number: 6	Date: 11/25/2020
Submitted By: Michael Gerszewski Operations Supervisor	
Subject: Event sign park policy	

Details:
The park board directed staff to draft a policy controlling event signs placed in the parks. This policy gives staff guidance when responding to event signs requests.

The Park Board approved this policy at the October 5, 2020 Meeting.

This policy will take effect January 1, 2021.

Financial Remarks: This policy is a potential revenue source for the Parks department.

Options & Alternatives:

Executive Recommendation:
Approve the event sign park policy.

Event Sign Park Policy

Purpose Statement

The purpose of allowing event signs on municipal park, greenways and conservancy areas is not to provide a public forum for dissemination, debate, or discussion of public issues but to provide opportunities for community event communications. This policy is intended to provide guidelines and standards for signs in village owned public parks, greenways and conservancy areas that are frequently used and frequented by minors and their families.

Guidelines, Standards and Criteria

The purchaser of the sign will determine all the artwork and details for the sign with their printer. The Village staff must approve the sign, its design and message before it is displayed on the approved locations. Approval will be determined based upon the purchaser being current on all payments due and owing to the Village of Hartland and the Park and Recreation Department as well as the following guidelines and standards in this policy.

The Village of Hartland reserves the right to amend the policy and standards at any time and to later limit or prohibit advertising at all locations even though previously allowed.

Approval of the content of the sign will be based on the following criteria:

- signs are intended for nonprofit use only. Advertisements are not allowed to include political or religious advertisements.
- No advertisements shall contain information that is false, misleading, or deceptive.
- Advertisements are not allowed to promote alcoholic beverages, tobacco products or other addictive products. The beer garden at Nixon Park and Hartbrook Park are exempt from this requirement.
- Advertising may not promote unlawful or illegal goods, services, or activities, or infringe on any copyright, trade, or service mark, title, or slogan.
- Advertising may not be demeaning or disparaging to individuals or groups based on race, color, religion, national origin, ancestry, gender, age, disability, ethnicity, or sexual orientation.
- No political signs will be allowed.

Approved areas:

- Locate in heavy traffic areas, Signs cannot be placed in areas that would block view of oncoming traffic.
- Signs cannot be placed on driveways, parking lots or paths.

The signs must comply with the following standards:

- Must be 2' tall by 2' long or 2' tall by 3' long unless approved by the park board.
- 2 signs maximum.

Guidelines of the program:

- Signs must be installed by the user groups no sooner than one weeks prior to the event. Signs can be out a maximum of one week unless approved by the village board.
- All signs are temporary.
- Signs will be removed the first business day after the event.

- The village staff must approve the sign, its design, the message, and material before it is installed on park land. It is recommended to get an approval of the design/content before it is printed.
- The Village of Hartland reserves the right to remove any sign that is in poor condition as it may determine. The user group shall be responsible for the replacement of the sign that is removed
- The Public Works Department will not be responsible for any damage to the sign. Repairs or replacement of the sign due to damage caused by wear and tear, wind, vandalism theft or damage caused by any other reason will be at the purchaser's sole expense
- It is the sole right of the Department of Public Works to determine where the sign shall be placed.

Exempt Status

- Village Events
- Park and Recreation events
- Village contracted events L.C beer garden, Melms beer garden.

Fee Structure

1 to 6 Days: \$10.00 a day

7 Days: \$50.00



**Village of Hartland
Administration**

210 Cottonwood Ave, Hartland, WI 53029
www.villageofhartland.com

Committee: Village Board	Date: 12-8-2020
Village Board Item Number: 7	Date: 12-14-2020
Submitted By: Tim Rhode, Village Administrator	
Agenda Item # 7 Consideration of a motion to approve a two-year service agreement with Ruckert Mielke for Engineering Services with a term ending December 31st, 2022.	

Details: The Village Board has worked with Ruckert and Mielke for the last 11 years as our Village Engineering firm. R & M provides a wide spectrum of engineering services. The current two-year agreement expires at the end of 2020. Following the action of the Village Board on November 23rd, R & M was requested to provide a short presentation followed by a question and answer session along with a proposed two-year service agreement for the Village Board to review and consider.

Please see the attached letter and agreement dated December 8th, 2020, from Ruckert and Mielke.

Financial Remarks: The annual contract amount for engineering services fluctuates based on the number of projects, the scope of projects, and projects that are subject to reimbursement from developers and grants. Typically the Village spends somewhere between \$150,000 to \$350,000 for engineering services.

Options & Alternatives:

The Village has two relevant options at this point. The first option would be to conduct the request for SOQ's and determine the best engineering firm is moving forward for a multi-year contract. The second option would be to continue with R & M and renew the existing engineering contract.

Executive Recommendation:

Review and Discuss the proposed Ruckert and Mielke Engineering Services Agreement for 2021 - 2022.

December 8, 2020

Mr. Tim Rhode
Administrator
Village of Hartland
210 Cottonwood Avenue
Hartland, WI 53029

RE: 2021-2022 Engineering Services Agreement

Dear Mr. Rhode:

Following up on the Village Board meeting on November 23, 2020, I am enclosing the proposed agreement for Village Engineering Services for 2021 and 2022.

As we discussed, we have been providing Village Engineering Services since 2009 utilizing six similar and consecutive two-year agreements. There have been several changes with the Village Board over the last couple years and there is also a change anticipated with the hiring of a new DPW Director in 2021.

Two board members mentioned "discount" at the November 23, 2020 Board meeting. I want to provide you with additional information regarding the discounts that R/M provides to the Village of Hartland in consideration of the relationship that R/M has with the Village.

1. The rate charged by me as your Village Engineer is discounted by \$22/hour. This results in a discount of 11% from my normal hourly rate.
2. The rates proposed for 2021-2022 timeframe are R/M's normal hourly rates for 2021 and they will be locked in for 2022 as well. This results in an additional discount of about 2-3% for the entire year 2022.
3. The first hour of my attendance at the Village's monthly Plan Commission is provided at no charge.
4. Because of my proximity to the Village, I travel through the Village twice daily to get to our office. The Village does not get charged travel time or mileage expenses from me for the numerous times that I am stopping into the Village for meetings or to check on projects.

I offer the following as background information regarding some key projects that have been completed during the last year, projects that are currently underway and key forth coming projects in 2021-2022.

Sunnyslope Drive Sewer/Water Reconstruction

This key project has been completed. The project successfully replaced aging sewer and water infrastructure, solves a sewer bottleneck and provides the Village capacity for additional development on the Village's north side.

Progress Drive/E. Industrial Drive Drainage and Road Improvements

The Village received a \$150,000 grant from WDNR for improving drainage and filtration of storm water runoff along Progress and Industrial Drives. The drainage improvements were completed in 2020 and during 2021, Industrial Drive will be repaved.

Mr. Tim Rhode
Village of Hartland
Proposal for 2021-2022 Village Engineering Services
December 8, 2020
Page 2

Glen at Overlook Trails Development

The “North 40” parcel has been developed with single-family condo units utilizing the Planned Unit Development process. During 2021, the surface course asphalt paving will be completed.

Annual Roadway Program

During 2020 several roadways were paved within the Village. In addition, the municipal lot behind Senor Tomas has been reconstructed. During 2021, Capitol Drive and North Avenue will be repaved. These repaving projects in Village Center will require our engagement with residents and business owners.

CIP Planning

During the 2019 CIP planning session with the Village Board, the Board expressed its interest in modifying the Village’s roadway program to defer intensive roadway construction projects. The Board expressed that it was open to trying less expensive preventative maintenance measures to extend the useful life of roadways before they are paved. 2021 is a WisDOT roadway rating year. The Village will be required to perform the ratings of all roadway segments using the PASER ratings. R/M will perform these ratings. In addition, R/M will utilize the roadway ratings and update the Village’s roadway program using these additional factors as requested by the Board:

1. Utilization of preventative maintenance techniques should be included.
2. There should be a filter for higher volume streets and lower volume streets.
3. It is ok to allow the PASER rating to fall below 5.

R/M will work with Village Staff to prepare an updated CIP and road program by mid-year for the Board’s use in entering the 2022 budget discussions.

Nixon Pond Dredging

R/M has prepared plans and obtained permits for the dredging of Nixon Pond. This project was being considered for Fall 2021 construction, however, the Village inquired as to whether the project could be accelerated and performed during winter. R/M inquired of the WDNR and received permission to perform this project during winter 2021. The project was recently bid, and the construction bids came in very favorable. The Village can look forward to the dredging being performed during January/February 2021. The Village residents can look forward to a renewed Nixon Park Pond by Spring of 2021.

Village’s GIS

R/M has developed and cared for the Village’s GIS since 2000. The GIS has transitioned over the years and is the online, map-based portal that houses critical information regarding the Village’s infrastructure. Village staff utilizes the GIS to track conditions of infrastructure and it aids in the development of the Village’s CIP. The system also assists the Village’s DPW with carrying out their day-to-day tasks.

SCADA

The SCADA (Supervisory Control and Data Acquisition) is the computerized nerve center for the operation of the Village's water wells, elevated tanks and sewage pumping stations. The SCADA has been developed and maintained by R/M for several decades. Village staff monitor the performance of these critical infrastructure systems from their cell phones. Emergency calls are routed directly to Village staff to allow them to diagnose problems or alarms, many times from their homes on off hours, so that they don't have to take the time to visit the site.

Sewer/Water

R/M has planned, designed and overseen the construction of the Village's sewer and water systems for several decades. We maintain system wide models for the sewer and water system that allow us to monitor the capacity and foresee system bottlenecks. This knowledge allows us to efficiently forecast the need for system improvements to allow for population growth within the Village.

New Developments

- *St Charles* – The expansion of the church has been in the planning stages for at least 5 years. Ryan has led the collaboration effort to allow the Village to route 50 acres of residential storm water through the St. Charles expanded storm water pond. This is an inexpensive improvement by St. Charles that will have the net impact of saving the Village significant money towards meeting the Village storm water requirements.
- *Paradise Trails* – This is a PUD development that includes private infrastructure. Phase 1 has begun in 2021. Phase 2 will be completed in 2022.
- *Lightning Multi-Family Development* – This is a PUD development that includes private infrastructure. This is a multi-phase development that will be completed over the next few years.
- *Siepmann Sandhill Development* – This development is in the northeast portion of the Village and has been contemplated for 10 years. Recently, the Siepmann's have come forward with a proposal to develop 110 units with private infrastructure. This will require the development of a PUD over the next 6 months followed by construction over several years. The infrastructure needs to be carefully designed to fit within the Village's infrastructure system.
- *Northside Development* – There are several large tracts of agricultural land on the Village's north side that have potential for development. R/M has the background knowledge for serving these properties with sewer and water and will coordinate their approval processes so that the infrastructure fits within the Village's systems.
- *TEWS Pit Development* – There has been discussion about this area developing. R/M is aware of the sewer/water capacity in this area to allow for this development to occur.
- *Vilter Farm* – Should the Vilter Farm develop, the sewer service will likely need a dedicated pumping station. This pumping station should be set up so that the long-term operation and maintenance is funded by the neighborhood association, similar to Four Winds West.

RSAC Fees

There are anticipated sewer improvements within the Village that are required that will allow for growth to occur. The Village's ordinance includes a RSAC (Regional Sewer Access Charge) provision to protect existing utility rate payers. R/M has the knowledge to substantiate the necessary improvements and updates the RSAC charge from time to time.

Construction Inspections

One of the most profound impacts that the Village can have to create longevity in its infrastructure systems is to make sure that the systems are built correctly from the start. The Mary Hill subdivision is a good case study that shows the impact of what can occur when compaction requirements are not met for utility trench backfill. 15 years after the construction was completed, the utility trenches along Greystone Boulevard suddenly settled. This caused a several hundred foot, linear sink hole effect. This issue cost about \$100,000 to repair. This issue was likely caused by frozen material allowed to be placed in the trench. R/M was not the Village Engineer when this development was built.

Steve Pease is R/M's Senior Construction Review Technician that has provided the construction inspection within the Village since 2009. If you look at the subdivisions that Steve has inspected (Sanctuary, Windrush, Four Winds West, Overlook Trails) you will note that there are no signs of settling roadways in the developments. The specifications that are being utilized for backfilling trenches and constructing these roadways are tight and Steve does his job with a reputation of strictly following the specifications. Sometimes this results in complaints from contractors or developers. We are fighting for the Village and the longevity of its infrastructure.

STH 83 Water Main Rehabilitation

The water main along STH 83 under the marsh by the bark river is a critical section of main that provides a loop to the industrial area on the Village's southside. This main is showing signs of age and is in need of replacement. R/M and Village staff have been monitoring the development of a specialized lining system that is under the approval stage by WDNR. This project is anticipated in 2022.

Stormwater MS4 Permit and Program

The Village has had a WDNR storm water permit since 2005. R/M has assisted the Village in pursuing and receiving \$750,000 in GRANT funds to complete a number of water quality related projects that have helped the Village towards meeting its permit requirements. In the forthcoming years, the Village will need to engage the approximately 50 private property owners that have storm water permits to perform inspections of their stormwater ponds. R/M is well positioned to utilize the GIS and engage these property owners to see that these inspections are performed.

Plan Commission

Ryan attends all Plan Commission meetings. Ryan's knowledge of the Village's ordinances, master plans, preferences and development goals allows him to bring a practical and dynamic viewpoint to the potential projects and discussions with prospective developers, Village staff and Plan Commissioners. In this way, Ryan functions much like a facilitator to aid the Village in pursuing its development goals while doing so without compromising the Village's infrastructure systems.

Mr. Tim Rhode
Village of Hartland
Proposal for 2021-2022 Village Engineering Services
December 8, 2020
Page 5

Get to Know Your Lake Country Village Engineer

Ryan Amtmann and his wife Julie moved to the Lake Country area in 2004. They have 3 children ages 13 (Jon), 16 (Kaitlyn), and 18 (Nick) whose lives have been positively influenced by the Hartland area. They went to Lake Country School and are working their way through Arrowhead High School. Jon participates in Lake Country Chiefs football, Arrowhead Basketball Club and Hartland Hawks baseball. Kaitlyn and Nick play on the varsity golf teams at Arrowhead. Nick recently earned his Eagle Scout rank from Troop 224 at St. Charles Church. Julie is a Physician Assistant caring for residents in the Hartland area at the ProHealth Care Clinic on Walnut Drive in Hartland.

Village Staff Transitions

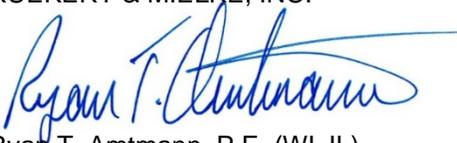
The Village has undergone a significant staff transition, with the on boarding of its new Administrator. In addition, the Village is anticipating hiring a new DPW Director during 2021. The Village has an opportunity to empower the Director to hit the ground running by onboarding the Director with Ryan Amtmann and R/M Staff that have your 2021 projects underway and are actively planning out the projects for 2022. Ryan and the R/M team will provide valuable and historic information regarding Village processes, projects and staff.

As you consider the style and experience of your new DPW Director, your desired approach for utilizing your Village Engineer may shift. R/M wants you to know that we are adaptable and are committed to working with you and Village Staff in a way that meets your needs, supports your team, and contributes to the high quality of life that embodies the Village of Hartland.

If you have any questions, please feel free to call me. I look forward to continuing to work with you and your team.

Very truly yours,

RUEKERT & MIELKE, INC.



Ryan T. Amtmann, P.E. (WI, IL)
Vice President
ramtmann@ruekert-mielke.com
RTA:sjs
Enclosure

cc: Peter W. Gesch, Ruekert & Mielke, Inc.

**AGREEMENT FOR VILLAGE ENGINEER SERVICES FOR 2021 AND 2022
FOR THE VILLAGE OF HARTLAND**

IT IS HEREBY AGREED that Ryan T. Amtmann and the firm of Ruekert & Mielke, Inc. be appointed Village Engineer for the Village of Hartland pursuant to sec. 2-186 Village of Hartland Code of Ordinances and subject to the terms and conditions of this Agreement.

RECITALS

1. Village is a Wisconsin municipal corporation engaged in the practice of local government in Waukesha County, Wisconsin.
2. The Village Engineer has been engaged in and has had a great deal of experience in municipal and civil engineering.
3. Both parties are willing to enter into this Agreement.
4. For the above reasons, and in consideration of the mutual promises and agreements hereinafter set forth, Village and the Village Engineer agree as follows:

SECTION I: DUTIES AND RESPONSIBILITIES

Village hereby engages Ryan T. Amtmann and the firm of Ruekert & Mielke, Inc. as the Village Engineer for the Village of Hartland, Wisconsin, to perform the following duties and services.

1. To perform duties as identified in Exhibit "A" of this agreement including engineering for the Water and Sewer Utilities.
2. To perform such other municipal engineering duties and have such other responsibilities, not inconsistent with law, as shall from time to time be prescribed or directed.
3. To attend Village Board Meetings upon request and other requested meetings that may require the Village Engineer's expertise.
4. To be present at the Village of Hartland Plan Commission meetings.

The Village Engineer hereby accepts and agrees to such engagement, subject to the general supervision and pursuant to the order, advice and direction of the Village Board and Village Administrator.

SECTION II: PRIMARY ENGINEER/ASSIGNABILITY

Ryan T. Amtmann shall be identified and shall serve as the Village Engineer. Other personnel in the firm may directly service the needs of the Village under the direction and coordination of Ryan T. Amtmann and with the consent of the Village.

SECTION III: TERM OF AGREEMENT

The term of this agreement shall be two years commencing January 1, 2021, and terminating December 31, 2022, subject, however, to prior termination as provided in Section IV. Compensation rates for all services must be approved on an annual basis by the Village Board for the term of this Agreement. At least three (3) months prior to the expiration of this Agreement the Village and Village Engineer shall renegotiate the terms of this Agreement. In the event that mutually agreeable terms cannot be reached, then this Agreement shall terminate on December 31, 2022 as provided hereof.

SECTION IV: TERMINATION

Notwithstanding to the provisions of Section III above, either party upon written notice to the other party, may terminate this Agreement on the expiration of 30 days from the receipt of written notice.

SECTION V: COMPENSATION

The Village shall pay for the services provided under this Agreement at rates as listed in Exhibit "B". Ryan Amtmann will be billed at \$179/hour, which represents a \$22/hour reduction from his standard billing rate for the term of this agreement. The R/M representative's time for the first hour of the Plan Commission meetings will not be charged.

- A. The Village Engineer shall submit to the Village Administrator a detailed itemized statement each month reflecting the total time worked, who did the work, and the nature of the work performed in the previous month. The Village shall pay amounts due within thirty (30) days of the receipt of the itemized statement.
- B. The Village shall not provide secretarial services or employment benefits of any kind to the Village Engineer.
- C. The Village shall reimburse the Village Engineer for all disbursements the firm makes in connection with the services provided to the Village including such items as long distance telephone calls, mileage, postage, filing fees, and necessary copies.

SECTION VI: CONFLICT OF INTEREST

The Village Engineer shall not advise or represent any other client in matters directly related to Village affairs, or in real or potential conflict of interest with the Village. The Village Engineer shall notify the Village Board promptly of any real or potential conflicts of interest as they arise. The firm shall withdraw from a matter as a result of any real or potential conflict of interest and request the Village appoint alternative engineering professionals for that matter.

SECTION VII: VILLAGE RECORDS AND FILES

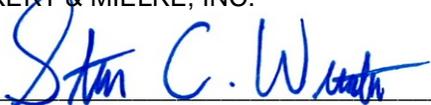
Upon the expiration of the term or upon earlier termination of this contract, the Village Engineer shall promptly deliver all of the files (original and electronic copies of all documents) related to the services it performed to the Village. The Village may reproduce copies of the Village Engineer's files at the Village's expense.

SECTION VIII: MODIFICATION OF CONTRACT

No waiver or modification of this Agreement or for any covenants, condition or limitation herein contained shall be valid unless in writing and duly executed by the party to be charged therewith. No evidence of any waiver or modification shall be offered or received in evidence in any proceeding, arbitration or litigation between the parties hereto arising out of or affecting this Agreement or the rights or obligations of the parties hereunder, unless such waiver or modification is in writing, fully executed as aforesaid. The parties further agree that the provisions of this section may not be waived, except as specifically herein set forth.

Dated this 8th day of December, 2020.

RUEKERT & MIELKE, INC.

By: 
Steve C. Wurster, P.E.
Senior Vice President/COO

By: 
Ryan T. Amtmann, P.E.
Vice President

VILLAGE OF HARTLAND

By: _____
Jeffrey Pfannerstill
Village President

ATTEST:

By: _____
Darlene Igl
Village Clerk

EXHIBIT "A"

VILLAGE ENGINEER
DESCRIPTION OF SERVICESScope of Services

The Village Engineer shall perform all engineering support activities as requested by the Village Board, Plan Commission, Park Board, Village Administrator or Department Heads. The Village Engineer will report directly to the Village Administrator.

The Village at times may hire other consultants to perform specialized engineering work, such as structural/bridge design, mechanical, electrical and HVAC engineering, parks/recreational studies, etc. The Village Engineer at a minimum will be responsible for the following work in cooperation with the Director of Public Works:

- 1) Attend meetings as requested, including the following:
 - a) Village Board, 0-2 per month,
 - b) Plan Commission, 1 per month,
 - c) Public Hearings, as necessary
 - d) Other special meetings, as necessary.
- 2) Planning work as requested, including the following:
 - a) Review and comment on projects submitted by developers,
 - b) Preparation of ordinances and revisions,
 - c) Review and preparation of miscellaneous plans,
 - d) Preparation of long range utility plans, capital project improvement plans,
 - e) Review of floodplain information,
 - f) Coordination with other local, county, state & federal agencies,
 - g) Planning survey work,
 - h) Preliminary cost estimates,
 - i) Preparation of legal descriptions, easements, maps, etc.
- 3) Design engineering as requested including but not limited to the following:
 - a) Preparation of plans, specifications and cost estimates for capital improvement projects,
 - b) Preparation of special assessment reports,
 - c) Design survey work,
 - d) Coordination with various agencies.
- 4) Construction engineering as requested, including but not limited to the following:
 - a) Construction staking,
 - b) Inspection and testing
 - c) Follow-up design work
 - d) Review of pay requests
 - e) Final project inspections
 - f) Coordination with various agencies
 - g) Preparation of as-built plans
- 5) General activities and responsibilities as necessary to complete the above listed activities:
 - a) All management and supervisory personnel
 - b) Graphics services and supervisory personnel
 - c) Survey services and personnel

**Exhibit B
RUEKERT & MIELKE, INC.
VILLAGE OF HARTLAND
2021/2022 RATE SCHEDULE**

2021/2022 Rates

ENGINEERING SERVICES

Engineer Technician 1	102
Engineer Technician 2	112
Engineer Technician 3	124
Engineer 1	107
Engineer 2	125
Engineer 3	134
Engineer 4 (Proj Engineer)	153
Engineer 5 (PM)	163
Engineer 6 (Senior PM)	173
Engineer 7 (Team Leader)	191
Engineer 8 (President/VP's)	201

PROFESSIONAL CONSULTING SERVICES

Ecologist/Biologist 1	100
Ecologist/Biologist 2	125
Economic Consultant 2	142
IT/GIS Technician 1	100
IT/GIS Analyst 1	125
IT/GIS Analyst 2	141
SCADA Analyst	170
Senior SCADA Analyst	184
Technical/Administrative Assistant	80

SURVEYING/CONSTRUCTION REVIEW SERVICES

Surveying Technician	94
Crew Chief / Surveyor	129
Professional Land Surveyor	142
Construction Review Technician 1	79
Construction Review Technician 2	94
Senior Construction Review Technician	108
Erosion Control Specialist	108
Construction Review Manager	136

Note: Overtime rates will be 120% of standard rate for construction review services

MISCELLANEOUS REIMBURSIBLE EXPENSES

Mileage	
For Engineers and Technicians	\$0.58/mile
For Construction Review Technicians	\$0.62/mile
For Survey Crews	\$0.79/mile
Print reproductions	\$0.50/sq. foot
Color copies	\$0.40/page
B&W copies	\$0.15/page
Color plots	\$2.50/sq. foot
Scanning	\$0.50/scan
Flow Probe	\$125/day
GPS/Robotic Total Station Equipment	\$132/day
Drone (MAVIC) – Video	\$200/day
Drone (PVRTK) – Survey	\$500/day



**Village of Hartland
Administration**

210 Cottonwood Ave, Hartland, WI 53029
www.villageofhartland.com

Committee: Village Board	Date: December 8, 2020
Village Board Item Number: 8	Date: December 8, 2020
Submitted By: Kelli Yogerst, Recreation Director	
Subject: Recreation Agreement between the Village of Hartland and City of Delafield.	

Details:

In the fall of 2019, I was approached by the City of Delafield regarding the agreement between the Village of Hartland and City of Delafield. After meeting with the City of Delafield Administrator, a representative from the City of Delafield Council and a member of the Delafield's Park and Recreation Commission and attending a City Council meeting, a draft of an updated agreement was constructed and sent over to the City.

On Monday, October 26 the City of Delafield's Park and Recreation Commission concluded a recommendation to the Common Council to approve the propose agreement. The City of Delafield's Common Council did approve the agreement on Monday, November 2, 2020.

If you, the Village Board, approves that new agreement that sits before you, it will begin with the 2021 Winter/Spring program guide.

Changes that have been made to the agreement are;

- Program Guides will no longer be mailed out to the City of Delafield residents. Copies of the program guide will be paid for by the City of Delafield and placed at various locations throughout the city. In previous agreements, the City paid for the cost of the program guides that were printed and mailed out to their residents.
- The City will receive 200 copies of each of the three seasonal program guides. The City is allowed to increase or decrease the number of guides they receive per season.
- The City will continue to pay a flat annual fee of \$2,000 for my time organizing and running the programs at the Delafield Fish Hatchery. The amount will increase to \$2,500 in 2022 and will remain until 2026.

The following present standard will remain;

- Hartland Recreation Department will have access to use designated City's buildings and parks at no charge.
- Hartland Recreation Department will have priority over all other users except City functions.
- Residents of the City will receive the resident rate for all Hartland Recreation Department's programs.

Executive Recommendation:

Request that the Village Board approves the Recreation Agreement between Village of Hartland and the City of Delafield.

Financial Remarks:

- There is no financial impact on printing or mailing guides for the Village. City of Delafield has paid the Village for the number of guides that have been printed and the cost of mailing them out to their residents.
- City of Delafield will cover the cost of how many guides they want that will be distributed through out the city.
- Village will continue to receive the annual fee of \$2,000 and increase to \$2,500 in 2022 – 2026.

Options & Alternatives:

- If this agreement is not signed we will lose revenue and programs that are only offered at the Delafield Fish Hatchery.
- If this agreement is not signed, another location for the programs at the Delafield Fish Hatchery would have to be found. That may lead to having to pay rent and not being able to offer as many programs that are currently held at the Delafield Fish Hatchery
- Moving Delafield Fish Hatchery programs to the Hartland Lakeside School District's schools would not be an option. Gym and open space would be required. Those spaces are not available due to school activities.

Recreation Agreement
Between the Village of Hartland
And the
City of Delafield

The Village of Hartland (hereinafter "Village") and the City of Delafield (hereinafter "City") hereby agree to cooperate in the provision of Recreation and Community Education programming for the Village of Hartland and the City of Delafield. Previously, the City and the Village entered into an agreement in 2003 to create a pilot program to provide shared recreation services from April 1, 2003 through May 31, 2003. Since that time, the City and Village have cooperatively provided residents of the City recreational programs through the Village Recreation Department. This Agreement has been updated as of the last date of execution below, and this agreement replaces all prior agreements between the City and Village relating to the subject matter of this agreement.

Through this partnership and agreement, expanded recreational and community education opportunities will be offered to residents of the City as well as to residents of the Village.

Pursuant to this agreement, the Village and the City agree as follows:

1. Term of this agreement shall be two (2) years beginning with programs offered in January 2021 and extending through programs offered until December 31, 2022. Thereafter, this Agreement shall automatically renew for one (1) year terms unless either party notifies the other party in writing of its intent to modify or terminate the agreement not later than September 1 of the year prior to termination of the Agreement.
2. In cooperation with the City, the Village will provide the programming, instructors/staff, registration process and produce the recreation programs offered. The offering of specific recreation programs, the curriculum and the location at which programs are offered shall be within the discretion of the Village's Recreation Director. The availability of specific recreation programs shall be further subject to the availability of qualified instructors and class sizes, as established by Village's Recreation Director. City shall work with Village to identify specific recreation programs for the locations within the city.
3. The Village will offer an identical registration fee structure for recreation and community education programs to residents of the City and the Village so that all City residents are eligible for "resident" rates.
4. Annually, in December, Village will invoice City a flat sum for services provided through this agreement as described below plus the City's proportionate share of the actual cost plus the City's proportionate share of the actual cost of printing of the three seasonal recreation

program guides. Initially, the City will receive 200 copies of each of the three seasonal program guides. However, the City shall be allowed to increase or decrease the number of guides that it wants in the future by notifying the Hartland Recreation Director in advance of the placement of a printing order. Effective for the 2022 calendar year, the flat fee will be \$2,500 and will remain fixed for 5 years. The annual fee for 2021 will remain at \$2,000.

5. The City will provide access to and usage of specifically designated areas in City buildings and parks for programming at no charge, except additional costs not normally incurred by the City may be charged upon prior mutual agreement of the parties. Recreation and Community Education programming will have priority over all other users except City functions. The City shall have sole discretion to designate those areas of each building that are available to the Village for programming.
6. Recreation and Community Education programs shall be subject to the same facility use rules as are in place for other users of a given facility except as may be specifically agreed to in advance between the City and Village.
7. **Liability Insurance.** In the interest of the partnership contemplated under this Agreement, the Village and City agree that each bears responsibility to orderly maintain facilities and program areas and to undertake programming in a reasonable manner with due attention to safety and risk limitation. In addition, the parties recognize that each retains certain statutory liability protections. In this regard, the parties agree as follows:
 - 7.1 **Responsibility for Respective Agents.** In connection with the actual programs to be offered and areas and facilities to be used to provide the programs pursuant to this Agreement, each of the parties shall be responsible for the acts and omissions of their respective officers, employees and agents giving rise to any liability, claims, demands, legal actions or suits, fines, costs and related expenses of any kind in connection with any damage, injury or death to person or damage or injury to property.

Nothing in this Agreement shall be construed to make the agent(s) of one party the agent(s) of the other.
 - 7.2 **No Waiver.** Nothing contained within this agreement is intended to be a waiver or estoppels of the Village or the City or their respective insurers to rely upon the limitations, defenses, and immunities contained within Wisconsin law, including those contained within Wisconsin Statutes 893.80, 895.475 through 895.62 and 345.05
 - 7.3 **Liability Insurance.** The Parties must maintain during the term of this Agreement, a public liability insurance policy providing minimum limits of liability for bodily injury of \$1,000,000 for each person and for each occurrence and property damage limits of \$1,000,000 for each accident and \$1,000,000 in aggregate.

7.4 Contents Insurance. During the term of this Agreement, the Village and the City shall, at their own expense, be responsible for insuring their respective personal property located on the premises made available for program offerings pursuant to this Agreement against damage and destruction by fire, theft or other perils.

Further, the parties agree that this Agreement has no effect on the existing agreements in place or future agreements as may be developed between the Village and other municipalities or organizations for the provision of, or related to, recreational programs.

Approved as of the date of the last signature below

Approved Village of Hartland

Approved City of Delafield

_____ day of _____, 2020.

11 day of 24, 2020.

Jeffrey Pfannerstill
Village President



Kent Attwell, Mayor

ATTEST:

ATTEST:

Darlene Igl, Village Clerk



Steven A. Braatz, Jr., City Clerk



**Village of Hartland
Administration**

210 Cottonwood Ave, Hartland, WI 53029
www.villageofhartland.com

To: Village Board	Date: 12/08/2020
Submitted By: Chief Torin J. Misko	
Subject: Funding of an additional police officer to cover the schedule of the officer that was injured in the line of duty on 11/06/2020 through unreserved fund balance.	

Details: I am requesting approval to fund an additional police officer to cover the schedule of the officer that was shot in the line of duty on 11/06/2020 through unreserved fund balance. Currently it is unknown when the officer will be able to return to duty. For long term scheduling needs I would like to hire an additional officer to cover the injured officer's schedule. I request that we fund this position through fund balance so that it does not impact our tax levy. This would be a temporary position while the injured officer recovers and if the injured officer is able to return for duty I would look to transition the temporary position into a permanent position through one of the two anticipated retirements the police department is expecting in 2021. The incident that injured our officer on 11/06/20 caused emotional distress to the entire police department and with the unknown long term recovery process I have concerns of the physical demands that will be put onto the rest of the officers that will need to routinely change their work schedules to cover vacant shifts normally covered by the injured officer. This need for coverage will increase when the two anticipated retirements occur.

Financial Remarks: The total cost for a police officer at top pay and family benefits in 2021 will be approximately \$128,000. The Village of Hartland's fund balance has \$5.339 million. \$2.3 million of the fund balance is unreserved and available to be used. The use of fund balance will not effect the tax levy. In addition, worker's compensation is reimbursing approximately 50% of the injured officer's total compensation.

Options & Alternatives:

1. Approve the funding of an additional police officer to cover the schedule of the officer that was injured in the line of duty on 11/06/2020 through unreserved fund balance that will not impact the tax levy.
2. Deny the funding of an additional police officer to cover the schedule of the officer that was injured in the line of duty on 11/06/2020 through unreserved fund balance and the police department will continue to move staff to another shift for any coverage that is needed.

Executive Recommendation: Approve the funding of an additional police officer through unreserved fund balance.

RESOLUTION NO. 12-14-2020

RESOLUTION APPROVING MUNICIPAL COURT BUDGET

WHEREAS, the Intermunicipal Agreement for the operation of the Lake Country Municipal Court requires formation of an annual budget no later than the 1st day of September and approval of said budget by governing bodies of member municipalities; and

WHEREAS, the Court Administrative Committee, Court personnel and the Municipal Court Judge have formulated a budget for 2021 which has estimated revenues of \$402,503.00 and anticipated expenditures of \$402,503.00; and

NOW THEREFORE, BE IT HEREBY RESOLVED that the Municipal Court budget for 2021 be approved.

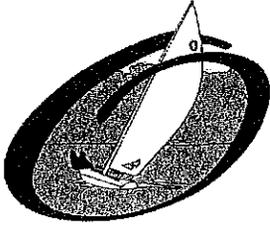
Adopted this 14th day of December, 2020.

VILLAGE OF HARTLAND

Jeffrey Pfannerstill, Village President

ATTEST:

Darlene Igl, MMC/WCPC, Village Clerk



VILLAGE OF OCONOMOWOC LAKE
35328 W. Pabst Road, Oconomowoc, Wisconsin 53066

MEMO

To: Participating Communities

From: Donald Wiemer

Date: November 19, 2020

Reference: 2021 Court Budget

2020 End of Year Estimates:

The Operations Committee estimated the 2020 end of year estimates. They are estimating an end of year deficit of \$74,000 for 2020. COVID 19 really hit the court hard. With no court for a period of time and our court revenue being impacted by the virus caused a good portion of the deficit. We had planned on a shortfall of \$ 16,874 for the end of this year. The unplanned deficit is an additional \$57,126. The total shortfall will be covered by the court's fund balance. There is some good news thou, last year the court ended the year with a surplus of \$36,872 which went into our fund balance. This will help soften this year's impact.

2021 Budget Highlights – Revenues

1. There is no increase in court fees for 2020. The court will attempt to receive \$365,000 in court fees for 2021. The 2021 budget reflects a \$32,103 shortfall to be covered by the fund balance.

2021 Expenditures

1. Salaries for 2021 are budgeted the same as this year. The Administrative Committee voted to give a stipend to the clerks and parttime clerks in 2021 outside of the salary schedule. An additional \$1500.00 in total has been added to the salary accounts.
2. Wisconsin retirement had no increase for 2021.
3. Health insurance increased 9% for 2021.
4. No real changes in Purchased Services and Operating Supplies and Equipment
5. Fixed Charges, rent payable to the City of Oconomowoc for our new location will be \$35,000 and an additional \$13,500 for facility expense which includes utilities, plowings, cleaning, and supplies.
6. There are no planned capital expenditures planned for 2021. The court hopes to payout all construction, furniture, and computer expenses this year.

Lake Country Municipal Court

2021 Budget

YTD Estimates Ending October 2020 (83.33%)

Approved by Adm Committee 11/19/20

Acct #: Account Description:	2019 Actual	2020 YTD Ten Months	2020 Budget	2020 Year End Estimate	2021 Budget	2021 VS 2020
Revenues:						
1 4000 Court Fees	383,029	257,930	365,000	292,713	365,000	100.00%
2 4900 Interest Income	4,730	1,123	1,200	1,200	1,200	100.00%
3 4300 Court Assessment	3,202	1,336	2,000	1,500	1,500	75.00%
4 Transfer from Designated Fund	0	0	0		33,603	
5 4800 Miscellaneous	6,632	1,240	600	1,400	1,200	200.00%
6 Insurance Recoveries						
7 Total Revenues	397,593	261,629	368,800	296,813	402,503	109.14%
9 Total Assets	702,674	600,775	0	0	0	
11 Total Liabilities	154,850	166,301	0	0	0	
13 Deferred Inflow of Resources (Stark)	0	0	0	0	0	
15 Total Fund Balance	547,824	434,474	0	0	0	

Expenditures:						
19 Wages & Benefits	271,301	224,738	285,807	276,917	291,917	102.14%
20 Purchased Services	39,005	39,727	43,036	46,386	43,936	102.09%
21 Operating Supplies & Expenses	11,216	7,313	13,200	9,969	13,350	101.14%
22 Fixed Charges	29,906	31,972	43,631	37,541	53,300	122.16%
23 Capital Outlay	532	0	0	0	0	
24 Restitution	0	0	0	0	0	
25 Bad Debt	8,761	0	0	0	0	
26 Total Expenditures:	360,721	303,750	385,674	370,813	402,503	104.36%
28 Total Surplus/Deficit	36,872	-42,121	-16,874	-74,000	0	0.00%

Acct #: Account Description:	2019 Actual	2020 YTD Ten Months	2020 Budget	2020 Year End Estimate	2021 Budget	2021 VS 2020
35 5000 Full Time Salaries	120,430	100,972	123,252	123,252	124,252	100.81%
36 Clerk of Courts						
37 Deputy Clerk of Courts						
38 5010 Assistant Clerks	25,724	17,375	29,704	22,800	30,204	101.68%
39 Clerk Salaries - Overtime				0	0	
40 5015 Part Time Judge	43,835	36,591	44,667	44,667	44,667	100.00%
41 Bailiff/Deputy Services	10,965	7,074	12,000	7,900	12,000	100.00%
42 5030 Employer FICA	13,499	10,863	15,118	15,118	15,120	100.01%
43 5040 Retirement EE-ER	10,774	9,585	11,335	11,335	11,335	100.00%
44 5050 Health	45,546	39,978	49,206	49,206	53,700	109.13%
45 5060 Long Term Disability Ins.	0	0	0	0	0	
46 5070 Life Insurance	528	488	525	525	639	121.71%
47 Unemployment Benefits	0	1,812	0	2,114	0	
48 Substitute Judge	0	0	0	0	0	
49 TOTAL:	271,301	224,738	285,807	276,917	291,917	102.14%

Acct #: Account Description:	2019 Actual	2020 YTD Ten Months	2020 Budget	2020 Year End Estimate	2021 Budget	2021 VS 2020
56 PURCHASED SERVICES:						
57 5400 Professional/Outside Services		210	2,000	0	2,000	100.00%
58 5405 Accounting	8,940	7,825	9,180	9,180	9,480	103.27%
59 5410 Auditor	8,200	8,400	8,400	8,400	9,000	107.14%
60 5415 Professional Services	850	0	0			
61 5415 Legal Services	624	1,394	2,500	2,500	2,500	100.00%
62 5420 Computer Consultant	0	4,897	3,000	8,500	3,000	100.00%
63 5425 Court Software Support	15,906	12,206	12,206	12,206	12,206	100.00%
64 5550 Telephone	2,688	2,914	3,300	3,300	3,300	100.00%
65 Internet/Web	0	0	300	300	300	100.00%
66 5500 Repair/Maint. Contracts Equip.	1,797	1,881	1,850	2,000	1,850	100.00%
67 5540 Substitute Judge	0	0	300	0	300	100.00%
68 Total:	39,005	39,727	43,036	46,386	43,936	102.09%

69 OPERATING SUPPLIES & EQUIPMENT						
70 5250 Office Supplies/Printing	5,709	3,281	6,000	4,000	6,000	100.00%
71 5300 Postage	4,057	2,354	5,000	5,000	5,000	100.00%
72 5350 Newspaper Publishing	0		100	0	100	100.00%
73 5200 Memberships	890	850	900	850	900	100.00%
74 5160 Books & Publications	0	0	0	0	150	
75 Shredding	162	711	0			
76 Printing	0	0	0	0	0	
77 Miscellaneous	0	0	200	0	200	100.00%
78 5600 Training & Travel	398	117	1,000	119	1,000	100.00%
79 Total:	11,216	7,313	13,200	9,969	13,350	101.14%

FIXED CHARGES						
80 5100 Insurance and Bonds	0	0	0			0.00%
81 5105 Workman's Comp	0	0	0			0.00%
82 5120 Public Officials Ins.	0	0	0			0.00%
83 Property Insurance Coverage	0	0	0			0.00%
85 5130 G Liability Ins./ Hired & non-owned MV	4,966	4,402	4,503	4,503	5,000	111.04%
86 5140 Bonds	0	0	0			0.00%
87 5150 Bank Charges	222	213	300	210	300	100.00%
88 5125 Facility Expenses (utilities, plowing)	0	0	6,000	0	13,500	225.00%
89 5475 Equipment Lease	0	0	0	0	0	0.00%
90 5450 Rent	24,718	27,357	32,828	32,828	34,500	105.09%
91 Total:	29,906	31,972	43,631	37,541	53,300	122.16%

CAPITAL OUTLAY						
92 8000 Capital Equipment	532	0	0			0
93 Total:	532	0	0	0	0	0

RELOCATION CAPITAL	Actual	Estimate	Percent of Budget
Expenditures	71,795	300,000	23.93%
Bench Signs		60,000	
		20,000	

2020 Salary:				2020		Retirement	
				<u>Salary</u>	<u>FICA</u>	<u>Employee</u>	<u>Employer</u>
Pam				65,548	5,014	4,424	4,424
Terri				57,704	4,414	3,895	3,895
Kathy	16.00 Hour (2019)	18 Hrs/Wk		15,276	1,169	0	0
Elaine	16.00 Hour (2019)	17 Hrs/Wk		14,428	1,104	0	0
				152,956	11,701	8,320	8,320
Judge				44,667	3,417	3,015	3,015
				197,623	15,118	11,335	11,335

2020		Employee	Employer
Health Insurance:		<u>Contribution</u>	<u>Contribution</u>
Pam Health	19,524	2,342.88	17,181.12
Pam Dental	1,142	137.04	1,004.96
Terri Health	19,524	2,342.88	17,181.12
Terri Dental	1,142	137.04	1,004.96
Judge Health	19,524	9,762.00	9,762.00
Judge Dental	1,142	571.00	571.00
	61,998	15,292.84	46,705.16
Deductable Cost:	1000, 1000, 500		2,500.00
			49,205.16

2021				2021		2021		Retirement	
				<u>Salary</u>	<u>FICA</u>	<u>Employee 6.</u>	<u>Employer 6.75</u>		
Pam				65,548	5,014	4,424	4,424		
Terri				57,704	4,414	3,895	3,895		
Kathy	16.32 Hour (2020)	18 Hrs/Wk		15,276	1,169	0	0		
Elaine	16.32 Hour (2020)	17 Hrs/Wk		14,428	1,104	0	0		
				152,956	11,701	8,320	8,320		
Stipend 500/500/250/250				1,500					
Judge				44,667	3,417	3,015	3,015		
				199,123	15,118	11,335	11,335		

2021		Employee	Employer
Health Insurance:		<u>Contribution</u>	<u>Contribution</u>
Pam Health	21,493	2,579.13	18,913.59
Pam Dental	1,162	139.44	1,022.56
Terri Health	21,493	2,579.13	18,913.59
Terri Dental	1,162	139.44	1,022.56
Judge Health	21,493	10,746.36	10,746.40
Judge Dental	1,162	571.00	581.00
	67,964	16,754.49	51,199.67
Deductable Cost:	1000, 1000, 500		2,500.00
			53,699.67