

**VILLAGE BOARD AGENDA
MONDAY, JULY 12, 2021
6:30 PM
MEETING ROOM, HARTLAND PUBLIC LIBRARY, 110 E. PARK AVENUE**

Call to Order
Roll Call

Pledge of Allegiance – Trustee Meyers

Public Comments: Please be advised the Village Board will receive comments from the public related to any item(s) 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 June 28, 2021 and Special Village Board minutes of June 29, 2021.
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's) Licenses
 - b. Consideration of motion to approve annual licenses expired June 30, 2021 not requiring a public hearing:
 - i. Weights and Measures License
4. Discussion and consideration of a motion to remove Woodlands Court and Tenny Avenue from the 2021 Slurry Sealing Program to be memorialized via Change Order at the end of the project.

Items referred from the Park & Recreation Board meeting

5. Discussion and consideration of a motion to approve the installation of a historical marker in Nixon Park.
6. Discussion and possible consideration for Food Truck application for f5 funnel cakes for Street Dance/Party in the Park, Mary Heidger.
7. Discussion and possible consideration for Food Truck application for Kona Ice for Street Dance/Party in the Park and Hartland Kids Day 2021, Jamie Sterken.
8. Discussion and possible consideration for Food truck application for Nothing Bundt Cakes for Street Dance/Party in the Park.

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Other Items for Consideration

9. Consideration of a motion to approve Contractor's Application for Payment No. 2 in the amount of \$222,409.66 to Wolf Paving Co., Inc. for the 2021 Paving Program.
10. Consideration of a motion to approve the submittal to Wisconsin Department of Natural Resources of the MS4 Annual Stormwater report.
11. Consideration of a motion to approve the 2022-2023 Property Tax Assessment and Billing Contract with Waukesha County.
12. Discussion and consideration of policy regarding the curbside pickup signs.
13. 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.
14. Adjournment.

Ryan Bailey, Interim 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.

VILLAGE BOARD MINUTES
MONDAY, JUNE 28, 2021
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: Interim Administrator Bailey, Clerk Igl, Fire Chief Jambretz, Utility Operations Supervisor Felkner, Police Chief Misko, Ryan Amtmann, Peter Gesch, Mike Badani.

Pledge of Allegiance – Trustee President Pfannerstill

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.

Mike Badani, owner of Hartland Village Mart, commented on the recent bike race event. He stated that the event had tied up downtown businesses for the entire resulting in his having the worst day of business in 14 years with a loss of \$9,000 in sales. He stated that if the event is held again, perhaps it should be moved to a different location. He stated that he had inquired as to whether he could be a sponsor for the race but was told that he could not due to Kwik Trip's involvement. He stated that he had been told there would be 1,000 in the Village for the race but felt there were no more than 200 at any given time.

1. Presentation by Ruckert & Mielke regarding the State of Village Roadways.

Ryan Amtmann and Peter Gesch, Ruckert & Mielke, provided information on the state of Village roads stating that roads are rated every other year. Amtmann stated that the ratings were done in April, preliminary recommendations have been provided to the Village and will be further reviewed at the CIP meeting. He stated that in the last two years, the Village Board has expressed that they are open to alternative methods and suggested considering volume and visibility of roads as a factor in determining when roads are repaved. Additionally, he stated that the board has also indicated a willingness to allow roads to deteriorate to a further level before addressing. He stated that the cost of repaving roads has doubled in the last 10 years and the Village has gained 6 miles of roadway in recent years. He stated that three subdivisions built in the 2000's (Mary Hill, River Reserve, Four Winds) have roads that are not holding up well due to the material used at that time.

Amtmann stated that the Village's roads are rated at 7.807 which is good in comparison to peer communities. Options for methods used for repaving roads were outlined including pulverize and repave, mill and overlay, edge-wedge mill (introduced this year) and overlay and slurry seal. It was stated that the Village typically spends \$1M on roads annually and a review of

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recommended upcoming road projects was provided. Further detail and discussion regarding road projects will take place at the CIP meeting planned for July.

2. Motion (Meyers/Conner) to approve Village Board minutes of June 14, 2021. Carried (7-0).
3. Motion (Wallschlager/Conner) to approve vouchers for payment in the amount of \$276,058.13. Carried (6-0). Meyers abstained.
4. Consideration of actions related to Licenses and Permits.
 - a. Motion (Ludtke/Dorau) to approve Operator's (Bartender's) Licenses. Carried (7-0).
 - b. Consideration of motion to approve annual licenses expiring June 30, 2021 not requiring a public hearing:
 - i. Weights and Measures License
Motion (Conner/Wallschlager) to approve the Weights and Measures license for Sendik's. Carried (7-0).
 - c. Motion (Ludtke/Conner) to approve Temporary Operator's (Bartender's) Licenses. Carried (7-0).
 - d. Motion (Dorau/Meyers) to approve Temporary Class B Beer/Wine License and Street Use Permit for Donate Life of WI. Carried (7-0).
5. Consideration of a motion to schedule a Public Hearing for the Zion Church Redevelopment "The Church" whose approval and rezoning is being sought from Institutional to B-3 Central Business/Mixed-Use District on the recommendation of the Plan Commission during the July 26, 2021 Village Board meeting.

Interim Administrator Bailey stated that the developer had asked for a one month postponement while he works through some of the details. Motion (Ludtke/Conner) to schedule a Public Hearing for the Zion Church Redevelopment "The Church" whose approval and rezoning is being sought from Institutional to B-3 Central Business/Mixed-Use District on the recommendation of the Plan Commission during the July 26, 2021 Village Board meeting. Carried (7-0).

6. Discussion and consideration of a motion to approve a contract with Baker Tilly for audit services.

Interim Administrator Bailey stated that he has been happy with the contractor. He stated that the audit wouldn't start until December and that the proposed contract includes an increase of \$1,275 per year. It was stated that Baker Tilly had held their price since 2015. The new contract price will be held for three years. Motion (Conner/Anson) to approve a contract with Baker Tilly for audit services. Carried (7-0).

7. Discussion and consideration of a motion to approve a contract with Grota Appraisals, LLC for Assessor services.

Interim Administrator Bailey stated that the proposed four year contract is \$600 per month less than the previous contract. He stated that a full revaluation would be conducted in 2023.

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Motion (Meyers/Ludtke) to approve a contract with Grota Appraisals, LLC for Assessor services. Carried (7-0).

8. Discussion and consideration of submittals for the Village logo contest.

The Village Board discussed the logos submitted and commented on preferences. Motion (Ludtke/Conner) to direct staff to set a meeting for the Village Board to discuss logo options. Carried (7-0).

9. 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.

Trustee Dorau commented on the fun had at the Children's Parade and is looking forward to the event growing in future years. Trustee Conner commented on the Hometown Celebration events stating that the whole weekend was fantastic. Trustee Meyers commented that the fireworks were the best he has even seen. Trustee Wallschlager thanked Clerk Igl for her work organizing the parade. Trustee Ludtke thanked the Police and Fire Departments for their assistance with the events. Trustee Anson commented that numerous people have raved to him about the firework and parade. President Pfannerstill thanked Clerk Igl for coordinating the parade and Shorewest Realtors for their presenting sponsorship. He also thanked Trustees Dorau and Conner for organizing the Children's Parade. He commented that he hopes the weekend events can expand in future years. He also thanked Ben Nelson for recording the events and placing them on YouTube.

Utility Operations Supervisor Felkner commented on the successful food drive benefitting the two local food pantries. He stated that he had received phone call from businesses in the industrial park regarding digger's hotline flags that had been placed and he stated that Verizon is installing 5G in that area.

Fire Chief Jambretz commented that he had received positive comments about the recent bike race and added that the department has been busy with preparations for the Hometown Celebration events.

Chief Misko commented that temporary no parking had been posted near St. Charles and he has decided to leave it up due to concerns about traffic, particularly on Sunday mornings. He stated that he will discuss with St. Charles building maintenance staff. The intent is to leave the signage until approximately September 1. Additionally, he stated that there have been concerns received about an older vehicle parked in the 300 block of Hartwood. The Police Department has determined that it is not abandoned and has always been legally parked when observed.

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10. Consideration of a motion to recess to closed session pursuant to State Statutes §19.85 (1)(e), deliberating or negotiating the purchasing of public properties, investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session regarding the potential purchase of land for a well site and pursuant to State Statutes §19.85 (1)(c) for the purpose of considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility, to consider stipend or bonus payments to Public Works management staff and to reconvene into open session pursuant to §19.85(2) for the purpose of considering any action as may be necessary and appropriate (ROLL CALL VOTE).

Motion (Dorau/Wallschlager) to recess to closed session pursuant to State Statutes §19.85 (1)(e), deliberating or negotiating the purchasing of public properties, investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session regarding the potential purchase of land for a well site and pursuant to State Statutes §19.85 (1)(c) for the purpose of considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility, to consider stipend or bonus payments to Public Works management staff. Roll call vote: all ayes. Recessed to closed session at 7:50 p.m. Motion (Wallschlager/Conner) to reconvene in open session at 8:50 p.m. Carried (7-0).

11. Discussion and consideration of a motion(s) as a result of discussions held in the closed session.

Motion (Conner/Meyers) to appoint Dave Felkner as Interim DPW Director and approve an additional bi-weekly stipend of \$700. Carried (7-0).

12. Adjournment.

Motion (Dorau/Ludtke) to adjourn at 8:55 p.m. Carried (7-0).

Respectfully submitted,

Darlene Igl
Village Clerk

VILLAGE BOARD MINUTES
Special Meeting
TUESDAY, JUNE 29, 2021
6:30 PM
COMMUNITY CENTER, MUNICIPAL BUILDING
210 COTTONWOOD AVENUE, HARTLAND, WISCONSIN

Call to Order

Roll Call

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

Others Present: Interim Administrator Bailey, Police Chief Misko, Clerk Igl, Village Attorney de la Mora, residents.

1. Pursuant to Village of Hartland Ordinance Section 66-12 (e), the Village Board will hear the appeal of Caleb Torres to be exempted from the moratorium regulating residency in the village.

Attorney de la Mora asked whether Mr. Torres or anyone representing Mr. Torres were present. Neither Mr. Torres nor a representative were present. Attorney de la Mora distributed correspondence he received earlier on June 29, 2021 from Mr. Torres as well as his response. The correspondence was marked as Exhibit 1 for the record and the correspondence was reviewed by the Village Board members.

Attorney de la Mora outlined the Village Board's options. One option presented was to interpret the request of Mr. Torres and postpone the matter although Attorney de la Mora felt the basis for postponement was not clear. He stated that he had met with the aunt of Mr. Torres after receiving correspondence that Mr. Torres was no longer represented by Attorney Bucher. The aunt had informed him that they would be seeking other legal counsel and Attorney de la Mora believed that Mr. Torres or Mr. Torres along with legal counsel would like to proceed with the appeal.

Another option presented was for the Village Board to dismiss the appeal on the basis that Mr. Torres did not appear for the appeal hearing. Attorney de la Mora stated that Mr. Torres had met with the Police Chief stating that he was required to meet face to face with the department. At that time, Mr. Torres was informed that he would not qualify to live in the Village of Hartland even though he had previously lived in the Village. The request was then made for an appeal.

Attorney de la Mora stated that a third option would be that the Village Board take testimony to the extent that staff can provide it based on the background and for the Village Board to draw a conclusion for the testimony. It was stated that comments will not be taken verbally; written

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comments may be submitted to the Village Board members to be distributed to the entire body. Attorney de la Mora recommended that the board consider doing what they have done previously which was to receive testimony from the individual and witnesses on behalf of the appellant and information from the Police Department and/or other necessary sources. It was stated that there is public interest in this matter, however, comments should be relevant to testimony taken or information provided to the Village Board. Any written comments should be directed to the Village Clerk to be distributed to the Village Board and Attorney de la Mora suggested a deadline of noon on July 9 be set.

Motion (Pfannerstill/Ludtke) to direct the Village Attorney to work with M. Torres and/or his attorney and that Mr. Torres and/or his legal counsel are the only individuals to have correspondence with the Village on this matter. Carried (7-0).

Motion (Pfannerstill) to allow postponement for a month with the hearing to take place within 30 days. Motion failed for lack of a second.

Motion (Wallschlagler/Meyers) for the Village Board to make the decision tonight and not to postpone the hearing for 30 days. Trustee Dorau asked when Attorney de la Mora received the email from Mr. Torres and the response was that the email was sent to the attorney at 7:31 a.m. on June 29, 2021. Trustee Ludtke stated that she felt it was unprofessional for correspondence to be sent 12 hours before you are to appear at a hearing when there was ample time prior. Vote taken; motion carried (7-0).

Police Chief Misko was sworn in by Village President Pfannerstill. Chief Misko referenced Village Ordinance 66-12 which established the Sex Offender moratorium which set in place provisions that no sex offenders be allowed to reside in the Village until the saturation level reaches 1.1 or lower. The calculation provisions and appeal process included in the ordinance were outlined for the Village Board as well as the definition of a "designated offender". It was stated that the ordinance establishing the Sex Offender moratorium was adopted in September of 2018. Exhibit 2 (Sec. 66-12 of the Municipal Code) was entered into the record.

Chief Misko presented an email which included saturation levels at multiple points in time as well as a copy of the spreadsheet to track saturation levels which was developed at the time the ordinance was created. These documents were entered into the record as Exhibit 3. The numbers as of June 28, 2021 was 29 sex offenders with a saturation level of 5.13.

Chief Misko stated that he had face to face interaction with Mr. Torres on September 8, 2020 at which time Mr. Torres advised the Chief that he was a sex offender and intended to move into

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the Village. Chief Misko submitted a copy of the report from that interaction as Exhibit 4. The report was reviewed by the Village Board members.

Attorney de la Mora asked Chief Misko whether he had any prior dealing with Caleb Torres and the response was no. Attorney de la Mora asked Chief Misko whether he had looked at any records related to Mr. Torres before that time and the response was no.

Chief Misko stated that on that date he had been informed by a Police Department Clerk that an individual was in the lobby wishing to speak to him. Chief Misko verbally identified the individual as Caleb Torres who informed him that he had lived at 310 Hartridge Drive at the time of his sex offense in 2015. Mr. Torres stated that he was convicted in March of 201, and did some prison time in Lincoln Hills until spring or summer of 2018. At that time, Mr. Torres moved in with his grandmother in the City of Oconomowoc however he was in violation of the Oconomowoc sex offender ordinance so wanted to move back in with family on Hartridge Drive. Chief Misko informed him that he would be in violation here as well. Chief Misko explained to Mr. Torres that the Village's ordinance does not have an original domicile provision and informed him of the appeal process. An email address was provided and Chief Misko forwarded the ordinance. Mr. Torres stated that he had notified his parole agent and Chief Misko signed off on a document stating that he had met face to face with Mr. Torres and added a note stating that Mr. Torres would be in violation with the Hartland Sex Offender Moratorium if he moved into Hartland.

Chief Misko explained that what Mr. Torres was referring to as original domicile is that in some communities there is an exception that a sex offender is allowed to return to the community that they resided in at the time of the offense. Chief Misko contacted the probation/parole agent (Agent Asen) to inform them of the meeting. The agent asked about original domicile but was told that the Village does not have that provision. Chief Misko had informed Mr. Torres and the agent that Mr. Torres could stay temporarily in Hartland for up to three days per month and no more than thirteen days in a year. Agent Asen was also informed of the right to appeal and emailed a copy of the ordinance.

Attorney de la Mora asked Chief Misko whether he had any further contact with Mr. Torres after that. Misko responded no, that he believes there was some email correspondence but he was not the direct recipient. Attorney de la Mora asked whether the Chief had any other background. Misko responded that Mr. Torres does have criminal history as recent as 2019, was charged and convicted as an adult. Birthdate of Jan. 10, 2000 for Caleb Torres was confirmed.

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2. Following the submission of testimony under oath /evidence, the Village Board will deliberate in open session and render a decision regarding the appeal.

Attorney de la Mora stated that he was present to advise the Village Board, provide background and had nothing else to offer. He stated that the Village Board could make a decision at this time or postpone the decision to allow for written comments to be received.

Motion (Dorau/Ludtke) to deny the appeal of Mr. Torres to move into Hartland. Chief Misko clarified that Mr. Torres was not a resident of the Village of Hartland at the time of the adult charge. Vote taken; carried (7-0).

3. Adjournment

Motion (Ludtke/Dorau) to adjourn at 7:07 p.m.

Respectfully submitted,

Darlene Igl
Village Clerk

TO: Village President & Board of Trustees

From: Ryan Bailey, Interim Village Administrator

Date: July 12, 2021

RE: Voucher List

Attached is the voucher list for the July 12, 2021 Village Board Meeting

July 12, 2021 Checks:	\$	356,834.34
June Manual Checks:	\$	<u>19,469.51</u>
Subtotal of Checks:	\$	376,303.85
June Wires	\$	147,456.34
June Credit Card	\$	<u>15,373.90</u>
Total Amount of all checks, wires and Credit Card	\$	<u><u>539,134.09</u></u>

VILLAGE OF HARTLAND
VOUCHER LIST - July 12, 2021

Account Descr	Search Name	Comments	Amount
EXPENSE Descr			
G 101-31630 4TH OF JULY PARADE DONATIONS	CELTIC NATIONS PIPES & DRUMS	PARADE PARTICIPATION	\$800.00
G 101-31630 4TH OF JULY PARADE DONATIONS	CLAN 50 HILLBILLY BAND	PARADE PARTICIPANT	\$250.00
G 101-31630 4TH OF JULY PARADE DONATIONS	DOUGHERTY, MARGARET	PARADE PARTICIPANT	\$150.00
G 101-23000 SPECIAL DEPOSITS	FERREE, AMBER	FINE ARTS CENTER REFUND/BABY SHOWER	\$200.00
G 101-23000 SPECIAL DEPOSITS	GMICHE	REFUND PARK DEPOSIT FACILITY AND UNUSED PREP F	\$100.00
R 101-46720 PARK RENTALS	GMICHE	REFUND PARK DEPOSIT FACILITY AND UNUSED PREP F	\$93.00
G 101-21515 SALES TAXES PAYABLE	GMICHE	REFUND PARK DEPOSIT FACILITY AND UNUSED PREP F	\$4.65
G 101-31630 4TH OF JULY PARADE DONATIONS	HARTLAND COMMUNITY BAND	PARADE PARTICIPATION	\$500.00
G 101-31630 4TH OF JULY PARADE DONATIONS	HENNING, AARON	PARADE PARTICIPATION	\$875.00
G 101-31630 4TH OF JULY PARADE DONATIONS	HOOF BEATS EXPRESS	PARADE PARTICIPATION	\$775.00
G 101-31630 4TH OF JULY PARADE DONATIONS	JOLLY GIANTS	PARADE PARTICIPATION	\$525.00
G 101-31630 4TH OF JULY PARADE DONATIONS	KROFTA, MICHAEL	PARADE PARTICIPATION	\$1,500.00
G 101-24240 COURT FINES DUE STATE	LAKE CTRY MUNICIPAL COURT	WARRANT PAYMENT	\$312.60
G 101-31630 4TH OF JULY PARADE DONATIONS	LLHSMP0	PARADE UNIT PARTICIPATION	\$1,200.00
G 101-31630 4TH OF JULY PARADE DONATIONS	LONG RIDERS OF TRIPOLI	PARADE PARTICIPATION	\$1,000.00
G 101-31630 4TH OF JULY PARADE DONATIONS	NEWBIE THE CLOWN	PARADE PARTICIPATION	\$150.00
G 101-31630 4TH OF JULY PARADE DONATIONS	OCONOMOWOC AM. LEGION BAND	PARADE PARTICIPATION	\$750.00
G 101-31630 4TH OF JULY PARADE DONATIONS	RED HOT DIXIE JAZZ BAND	PARADE PARTICIPATION	\$675.00
G 101-31630 4TH OF JULY PARADE DONATIONS	SAMUEL SAKE	PARADE PARTICIPATION	\$900.00
G 101-21560 LIFE INSURANCE DEDUCT PAYABLE	SECURIAN FINANCIAL GROUP INC	AUGUST LIFE INSURANCE	\$721.94
G 101-31630 4TH OF JULY PARADE DONATIONS	SIGMUND SNOPEK III	PARADE PARTICIPATION	\$250.00
G 101-31630 4TH OF JULY PARADE DONATIONS	STERLING & BRASS	PARADE PARTICIPATION	\$600.00
G 101-31630 4TH OF JULY PARADE DONATIONS	TRIPOLI LEGION OF HONOR	PARADE PARTICIPATION	\$250.00
G 101-31630 4TH OF JULY PARADE DONATIONS	TRIPOLI SHRINE CLOWNS	PARADE PARTICIPATION	\$300.00
G 101-23000 SPECIAL DEPOSITS	YOUR CHOICE TO LIVE	YOUR CHOICE TO LIVE REFUND PARK FACILITY AND BA	\$150.00
EXPENSE Descr			\$13,032.19
EXPENSE Descr AMBULANCE			
E 101-52300-300 OPERATING SUPPLIES/EXPENSES	EMERGENCY MEDICAL PRODUCTS	MEDICAL SUPPLIES	\$110.50
E 101-52300-300 OPERATING SUPPLIES/EXPENSES	HENRY SCHEIN INC.	MEDICAL SUPPLIES	\$110.45
E 101-52300-300 OPERATING SUPPLIES/EXPENSES	INTERSTATE BATTERIES	VEHICLE BATTERIES	\$413.85
E 101-52300-290 OUTSIDE SERVICES/CONTRACTS	ONTECH SYSTEMS, INC	BI WEEKLY IT TIME	\$45.00
E 101-52300-150 HEALTH/DENTAL/LIFE	SECURIAN FINANCIAL GROUP INC	AUGUST LIFE INSURANCE	\$42.25
E 101-52300-300 OPERATING SUPPLIES/EXPENSES	WCTC(BILLING)	FIRE TESTING FEES AND EMS TESTING	\$3,672.70
E 101-52300-300 OPERATING SUPPLIES/EXPENSES	WI STATE FIREFIGHTERS ASSOC	ANNUAL DEPARTMENT MEMBERSHIP	\$900.00
EXPENSE Descr AMBULANCE			\$5,294.75
EXPENSE Descr CORPORATE RESERVE EXPENSES			
E 402-59900-810 ADMINISTRATION EXPENSE	Smart Spaces LLC	Down payment for A/V equipment in board room	\$44,527.69

Account Descr	Search Name	Comments	Amount
EXPENSE Descr CORPORATE RESERVE EXPENSES			\$44,527.69
EXPENSE Descr ECONOMIC DEVELOPMENT			
E 804-56700-719 EVENTS	AVALON GRAPHICS LLC	TOH WATER BOTTLES	\$425.00
E 804-56700-746 TELEPHONE	CARDMEMBER SERVICES	AT&T	\$141.21
E 804-56700-718 DISTRICT ADV & MARKET POSITION	CARDMEMBER SERVICES	LCFF DONATION	\$250.00
E 804-56700-724 WEB SITE HOSTING & MAINT	CARDMEMBER SERVICES	WEBSITE HOSTING	\$9.99
E 804-56700-744 OFFICE SUPPLIES	CARDMEMBER SERVICES	NORTON ANTI VIRUS	\$62.99
E 804-56700-724 WEB SITE HOSTING & MAINT	CARDMEMBER SERVICES	WDX.COM - WEBSITE HOSTING	\$28.00
E 804-56700-718 DISTRICT ADV & MARKET POSITION	ENDTERS SPORTS GRILL	BID GIFT CERTIFICATE	\$100.00
E 804-56700-732 GENERAL OPERATION OVERSIGHT	MICHELLE HAIDER	MAY EXECUTIVE DIRECTOR SERVICES	\$3,055.00
E 804-56700-732 GENERAL OPERATION OVERSIGHT	ONTECH SYSTEMS, INC	OFFICE 365 MONTHLY LICENSES	\$12.50
EXPENSE Descr ECONOMIC DEVELOPMENT			\$4,084.69
EXPENSE Descr ELECTIONS			
E 101-51440-290 OUTSIDE SERVICES/CONTRACTS	ELECTION SYSTEMS & SOFTWARE	BIENNIAL MAINTENANCE AND LICENSING	\$227.50
EXPENSE Descr ELECTIONS			\$227.50
EXPENSE Descr ENVIRONMENTAL SERVICES			
E 201-53635-450 YARDWASTE	WASTE MANAGEMENT	BULK PICKUP OF ITEMS	\$95.00
EXPENSE Descr ENVIRONMENTAL SERVICES			\$95.00
EXPENSE Descr FINANCIAL ADMINISTRATION			
E 101-51500-540 AUDITING/ACCOUNTING	BAKER TILLY VIRCHOW KRAUSE	FINAL BILLING FOR AUDIT	\$1,335.00
E 101-51500-500 PROPERTY ASSESSMENT	GROTA APPRAISALS LLC	INSTALLMENT 7 OF ASSESSMENT CONTRACT	\$5,187.50
E 101-51500-300 OPERATING SUPPLIES/EXPENSES	KANDLER, FAITH	UTILITY BILLING - 3 DAYS CONTRACTED SERVICE	\$725.00
E 101-51500-290 OUTSIDE SERVICES/CONTRACTS	ONTECH SYSTEMS, INC	OFFICE 365 MONTHLY LICENSES	\$43.75
E 101-51500-290 OUTSIDE SERVICES/CONTRACTS	ONTECH SYSTEMS, INC	BI WEEKLY IT TIME	\$706.03
E 101-51500-150 HEALTH/DENTAL/LIFE	SECURIAN FINANCIAL GROUP INC	AUGUST LIFE INSURANCE	\$3.18
EXPENSE Descr FINANCIAL ADMINISTRATION			\$8,000.46
EXPENSE Descr FIRE PROTECTION			
E 101-52200-255 BLDGS/GROUNDS	ALL STAR HEATING	FURNACE AND AC SERVICE FOR YEAR AT FD	\$900.00
E 101-52200-300 OPERATING SUPPLIES/EXPENSES	BIEBELS TRUE VALUE	HAND FLAGS AND COTTON FLAGS	\$48.62
E 101-52200-300 OPERATING SUPPLIES/EXPENSES	BIEBELS TRUE VALUE	TIRE FOAM SHINE	\$11.83
E 101-52200-360 VEHICLE MAINT/EXPENSE	BIEBELS TRUE VALUE	FITTING FOR GRASSTRUCK	\$14.86
E 101-52200-290 OUTSIDE SERVICES/CONTRACTS	BIERMAN CARPENTRY	REMODEL OF BUNKROOM AT FIRE DEPARTMENT	\$2,900.00
E 101-52200-220 UTILITY SERVICES	HARTLAND WATER & SEWER	QUARTERLY UTILITY BILLS	\$376.72
E 101-52200-300 OPERATING SUPPLIES/EXPENSES	JAMBRETZ, DAVID J	REIMBURSE CANDY FOR PARADE FOR FD	\$104.99
E 101-52200-300 OPERATING SUPPLIES/EXPENSES	ONTECH SYSTEMS, INC	OFFICE 365 MONTHLY LICENSES	\$70.50
E 101-52200-290 OUTSIDE SERVICES/CONTRACTS	ONTECH SYSTEMS, INC	BI WEEKLY IT TIME	\$45.00
E 101-52200-150 HEALTH/DENTAL/LIFE	SECURIAN FINANCIAL GROUP INC	AUGUST LIFE INSURANCE	\$42.25
E 101-52200-220 UTILITY SERVICES	TIME WARNER CABLE (3)	FIRE SIP	\$104.97

Account Descr	Search Name	Comments	Amount
E 101-52200-300 OPERATING SUPPLIES/EXPENSES	WCTC(BILLING)	FIRE TESTING FEES AND EMS TESTING	\$192.70
EXPENSE Descr FIRE PROTECTION			\$4,812.44
EXPENSE Descr GENERAL ADMINISTRATION			
E 101-51400-395 COMMUNITY RELATIONS	ASCAP	LICENSE FEE	\$10.32
E 101-51400-300 OPERATING SUPPLIES/EXPENSES	BIEBELS TRUE VALUE	TRIMMER/DRILL BIT/WEEED KILLER	\$80.69
E 101-51400-300 OPERATING SUPPLIES/EXPENSES	CONLEY MEDIA LLC	AFFIDAVIT'S	\$182.82
E 101-51400-395 COMMUNITY RELATIONS	FIVE STAR FIREWORKS INC	FINAL FIREWORKS PAYMENT	\$12,500.00
E 101-51400-300 OPERATING SUPPLIES/EXPENSES	ONTECH SYSTEMS, INC	OFFICE 365 MONTHLY LICENSES	\$54.00
E 101-51400-290 OUTSIDE SERVICES/CONTRACTS	ONTECH SYSTEMS, INC	BI WEEKLY IT TIME	\$270.00
E 101-51400-150 HEALTH/DENTAL/LIFE	SECURIAN FINANCIAL GROUP INC	AUGUST LIFE INSURANCE	\$63.56
E 101-51400-300 OPERATING SUPPLIES/EXPENSES	VILLAGE GRAPHICS	LETTERHEAD, ENVELOPES, PO'S	\$293.45
E 101-51400-300 OPERATING SUPPLIES/EXPENSES	VILLAGE GRAPHICS	LETTERHEAD, ENVELOPES, PO'S	\$260.38
E 101-51400-290 OUTSIDE SERVICES/CONTRACTS	WI DEPT OF JUSTICE (CHKS)	RECORD CHECKS, BARTENDER CHECKS	\$231.00
E 101-51400-290 OUTSIDE SERVICES/CONTRACTS	WI DEPT OF JUSTICE (CHKS)	RECORD CHECKS, BARTENDER CHECKS	\$14.00
E 101-51400-395 COMMUNITY RELATIONS	Z BUILDERS SUPPLY CO INC	4 RUBBERMAID GARBAGE CANS/8 LATH STAKES	\$514.80
EXPENSE Descr GENERAL ADMINISTRATION			\$14,475.02
EXPENSE Descr INSPECTION			
E 101-52400-300 OPERATING SUPPLIES/EXPENSES	ONTECH SYSTEMS, INC	OFFICE 365 MONTHLY LICENSES	\$12.50
EXPENSE Descr INSPECTION			\$12.50
EXPENSE Descr LAW ENFORCEMENT			
E 101-52100-300 OPERATING SUPPLIES/EXPENSES	ADVANTAGE POLICE SUPPLY	OFFICER SHEA RADIO POUCH AND TASER HOLSTER	\$48.47
E 101-52100-290 OUTSIDE SERVICES/CONTRACTS	CLEARPATH CONNECTIONS	SALLY PORT LOCK	\$335.00
E 101-52100-300 OPERATING SUPPLIES/EXPENSES	GALL S, INC.	LAJ - TACLITE PDU PANTS	\$142.40
E 101-52100-360 VEHICLE MAINT/EXPENSE	HARTLAND SERVICE INC	SQUAD 2 TIRE SERVICE	\$44.00
E 101-52100-290 OUTSIDE SERVICES/CONTRACTS	ONTECH SYSTEMS, INC	BI WEEKLY IT TIME	\$660.00
E 101-52100-300 OPERATING SUPPLIES/EXPENSES	ONTECH SYSTEMS, INC	OFFICE 365 MONTHLY LICENSES	\$266.50
E 101-52100-150 HEALTH/DENTAL/LIFE	SECURIAN FINANCIAL GROUP INC	AUGUST LIFE INSURANCE	\$235.98
E 101-52100-290 OUTSIDE SERVICES/CONTRACTS	VERIZON WIRELESS	POLICE AND DPW MONTHLY CELL AND SQUAD BILLS	\$247.44
E 101-52100-290 OUTSIDE SERVICES/CONTRACTS	VERIZON WIRELESS	POLICE AND DPW MONTHLY CELL AND SQUAD BILLS	\$533.90
E 101-52100-300 OPERATING SUPPLIES/EXPENSES	WCTC(BILLING)	WCTC OFFICER TRAINING	\$485.40
EXPENSE Descr LAW ENFORCEMENT			\$2,999.09
EXPENSE Descr LIBRARY			
E 101-55110-300 OPERATING SUPPLIES/EXPENSES	ADASHEK, MARY	VIRTUAL PROGRAM - LIBRARY	\$100.00
E 101-55110-310 BOOKS & MATERIALS	BAKER & TAYLOR (C031146 3)	BOOKS AND MATERIALS	\$18.35
E 101-55110-310 BOOKS & MATERIALS	BAKER & TAYLOR (L033027 2)	BOOKS AND MATERIALS	\$57.96
E 101-55110-310 BOOKS & MATERIALS	BAKER & TAYLOR (L033027 2)	BOOKS AND MATERIALS	\$15.12
E 101-55110-310 BOOKS & MATERIALS	BAKER & TAYLOR (L033027 2)	BOOKS AND MATERIALS	\$369.50
E 101-55110-310 BOOKS & MATERIALS	BAKER & TAYLOR (L033027 2)	BOOKS AND MATERIALS	\$105.39
E 101-55110-310 BOOKS & MATERIALS	BAKER & TAYLOR (L033027 2)	BOOKS AND MATERIALS	\$11.17

Account Descr	Search Name	Comments	Amount
E 101-55110-310 BOOKS & MATERIALS	BAKER & TAYLOR (L033027 2)	BOOKS AND MATERIALS	\$27.80
E 101-55110-310 BOOKS & MATERIALS	BAKER & TAYLOR (L033027 2)	BOOKS AND MATERIALS	\$11.19
E 101-55110-310 BOOKS & MATERIALS	BAKER & TAYLOR (L033027 2)	BOOKS AND MATERIALS	\$114.88
E 101-55110-310 BOOKS & MATERIALS	BAKER & TAYLOR (L033027 2)	BOOKS AND MATERIALS	\$216.09
E 101-55110-310 BOOKS & MATERIALS	BAKER & TAYLOR (L033027 2)	BOOKS AND MATERIALS	\$90.67
E 101-55110-310 BOOKS & MATERIALS	BAKER & TAYLOR (L033027 2)	BOOKS AND MATERIALS	\$110.64
E 101-55110-310 BOOKS & MATERIALS	BAKER & TAYLOR (L033027 2)	BOOKS AND MATERIALS	\$131.51
E 101-55110-310 BOOKS & MATERIALS	BAKER & TAYLOR (L676958 2)	BOOKS AND MATERIALS	\$9.51
E 101-55110-310 BOOKS & MATERIALS	BAKER & TAYLOR (L676958 2)	BOOKS AND MATERIALS	\$15.11
E 101-55110-310 BOOKS & MATERIALS	BAKER & TAYLOR (L676958 2)	BOOKS AND MATERIALS	\$15.11
E 101-55110-310 BOOKS & MATERIALS	BAKER & TAYLOR (L676958 2)	BOOKS AND MATERIALS	\$71.35
E 101-55110-310 BOOKS & MATERIALS	BAKER & TAYLOR (L676958 2)	BOOKS AND MATERIALS	\$11.75
E 101-55110-310 BOOKS & MATERIALS	BAKER & TAYLOR (L676958 2)	BOOKS AND MATERIALS	\$25.46
E 101-55110-310 BOOKS & MATERIALS	BAKER & TAYLOR (L676958 2)	BOOKS AND MATERIALS	\$20.14
E 101-55110-310 BOOKS & MATERIALS	BAKER & TAYLOR (L676958 2)	BOOKS AND MATERIALS	\$4.40
E 101-55110-310 BOOKS & MATERIALS	BAKER & TAYLOR (L676958 2)	BOOKS AND MATERIALS	\$9.51
E 101-55110-310 BOOKS & MATERIALS	BAKER & TAYLOR (L676958 2)	BOOKS AND MATERIALS	\$11.19
E 101-55110-310 BOOKS & MATERIALS	BAKER & TAYLOR (L676958 2)	BOOKS AND MATERIALS	\$5.59
E 101-55110-310 BOOKS & MATERIALS	BAKER & TAYLOR (L676958 2)	BOOKS AND MATERIALS	\$13.21
E 101-55110-310 BOOKS & MATERIALS	BAKER & TAYLOR (L676958 2)	BOOKS AND MATERIALS	\$55.95
E 101-55110-310 BOOKS & MATERIALS	BAKER & TAYLOR (L676958 2)	BOOKS AND MATERIALS	\$15.11
E 101-55110-310 BOOKS & MATERIALS	BAKER & TAYLOR (L676958 2)	BOOKS AND MATERIALS	\$234.97
E 101-55110-310 BOOKS & MATERIALS	FINDAWAY	BOOKS AND MATERIALS	\$84.99
E 101-55110-310 BOOKS & MATERIALS	FINDAWAY	BOOKS AND MATERIALS	\$264.96
E 101-55110-310 BOOKS & MATERIALS	FINDAWAY	BOOKS AND MATERIALS	\$154.11
E 101-55110-310 BOOKS & MATERIALS	GALE/CENGAGE LEARNING	BOOKS	\$331.38
E 101-55110-220 UTILITY SERVICES	HARTLAND WATER & SEWER	QUARTERLY UTILITY BILLS	\$152.06
E 101-55110-300 OPERATING SUPPLIES/EXPENSES	OFFICE PRO INC	COPY PAPER/MARKERS/RIBBONS	\$90.00
E 101-55110-290 OUTSIDE SERVICES/CONTRACTS	ONTECH SYSTEMS, INC	BI WEEKLY IT TIME	\$30.00
E 101-55110-310 BOOKS & MATERIALS	PENQUIN RANDOM HOUSE LLC	CD	\$74.00
E 101-55110-355 JANITORIAL SUPPLIES	PIONEER SUPPLY LLC	PAPER TOWELS/TOILET PAPER/TOWELS/TISSUES	\$109.50
E 101-55110-355 JANITORIAL SUPPLIES	PIONEER SUPPLY LLC	PAPER TOWELS/TOILET PAPER/TOWELS/TISSUES	\$434.27
E 101-55110-290 OUTSIDE SERVICES/CONTRACTS	RICOH AMERICAS CORP	QUARTERLY PRINTER CHARGE	\$47.53
E 101-55110-150 HEALTH/DENTAL/LIFE	SECURIAN FINANCIAL GROUP INC	AUGUST LIFE INSURANCE	\$600.00
E 101-55110-290 OUTSIDE SERVICES/CONTRACTS	WI DEPT OF ADMINISTRATION	TEACH SERVICES	\$4,271.43
EXPENSE Descr LIBRARY			
EXPENSE Descr MUNICIPAL BUILDING			
E 101-51600-220 UTILITY SERVICES	HARTLAND WATER & SEWER	QUARTERLY UTILITY BILLS	\$445.66
E 101-51600-355 JANITORIAL SUPPLIES	PIONEER SUPPLY LLC	PAPER TOWELS/TOILET PAPER/TOWELS/TISSUES	\$74.00
E 101-51600-355 JANITORIAL SUPPLIES	PIONEER SUPPLY LLC	PAPER TOWELS/TOILET PAPER/TOWELS/TISSUES	\$109.50
EXPENSE Descr MUNICIPAL BUILDING			\$629.16

Account Descr	Search Name	Comments	Amount
EXPENSE Descr PARKS			
E 101-55200-365 BLDGS/GROUNDS MAINT EXPENSE	BEACON ATHLETICS	SPRINKLER AND NOZZLES	\$191.00
E 101-55200-365 BLDGS/GROUNDS MAINT EXPENSE	BIEBELS TRUE VALUE	OUTLET COVERS	\$16.17
E 101-55200-365 BLDGS/GROUNDS MAINT EXPENSE	BIEBELS TRUE VALUE	ELECTRICAL PORTS	\$16.70
E 101-55200-220 UTILITY SERVICES	HARTLAND WATER & SEWER	QUARTERLY UTILITY BILLS	\$1,615.69
E 101-55200-365 BLDGS/GROUNDS MAINT EXPENSE	PIONEER SUPPLY LLC	GARBAGE BAGS/TOWELS/TOILETPAPER/PINESOL CLEA	\$1,120.82
E 101-55200-365 BLDGS/GROUNDS MAINT EXPENSE	REINDERS INC	REPAIR FOUNTAIN FOR NIXON PARK	\$1,908.51
EXPENSE Descr PARKS			\$4,868.89
EXPENSE Descr PUBLIC WORKS			
E 101-53000-180 OTHER BENEFITS	ARK, KEVIN	CLOTHING REIMBURSEMENT	\$172.29
E 101-53000-360 VEHICLE MAINT/EXPENSE	BIEBELS TRUE VALUE	PARTS TO REPAIR CHAINSAW	\$509.99
E 101-53000-360 VEHICLE MAINT/EXPENSE	BUMPER TO BUMPER	GROUND WIRE FOR FUEL TANKS	\$232.98
E 101-53000-360 VEHICLE MAINT/EXPENSE	BUMPER TO BUMPER	FILTER/SPRAY/CHUCK	\$148.39
E 101-53000-360 VEHICLE MAINT/EXPENSE	BUMPER TO BUMPER	CABLE CUTTER	\$31.19
E 101-53000-360 VEHICLE MAINT/EXPENSE	BUMPER TO BUMPER	GROUND WIRE FOR FUEL TANKS	\$34.99
E 101-53000-360 VEHICLE MAINT/EXPENSE	E.H. WOLF	JUNE FUEL PUMP FILLINGS	\$5,636.26
E 101-53000-220 UTILITY SERVICES	HARTLAND WATER & SEWER	QUARTERLY UTILITY BILLS	\$321.15
E 101-53000-360 VEHICLE MAINT/EXPENSE	INTERSTATE BATTERIES	VEHICLE BATTERIES	\$137.95
E 101-53000-180 OTHER BENEFITS	ITU ABSORBTCH INC	DPW UNIFORM CLEANING	\$99.20
E 101-53000-410 STREETS GEN MAINT	KAESTNER AUTO ELECTRIC CO	3 X 5 AMERICAN FLAGS FOR POLES	\$43.99
E 101-53000-410 STREETS GEN MAINT	LANGE ENTERPRISES INC	SIDEWALK CLOSED SIGNS	\$483.95
E 101-53000-360 VEHICLE MAINT/EXPENSE	MACQUEEN EQUIPMENT GROUP	VACUUM AND THROTTLE SWITCH	\$70.19
E 101-53000-300 OPERATING SUPPLIES/EXPENSES	OLSEN SAFETY EQUIPMENT CORP	EAR PLUGS, N95 MASK, RUBBER GLOVES, EAR MUFFS	\$304.39
E 101-53000-300 OPERATING SUPPLIES/EXPENSES	OLSEN SAFETY EQUIPMENT CORP	EAR PLUGS, N95 MASK, RUBBER GLOVES, EAR MUFFS	\$10.90
E 101-53000-290 OUTSIDE SERVICES/CONTRACTS	ONTECH SYSTEMS, INC	BI WEEKLY IT TIME	\$60.00
E 101-53000-300 OPERATING SUPPLIES/EXPENSES	ONTECH SYSTEMS, INC	OFFICE 365 MONTHLY LICENSES	\$62.50
E 101-53000-410 STREETS GEN MAINT	REARDON METAL FBRICATING	MANHOLE SCISSOR/BATHROOM EDGE/GRATES	\$607.00
E 101-53000-360 VEHICLE MAINT/EXPENSE	RUTKOWSKI ENTERPRISES	STREET SWEEPER MAINTENANCE/SCAN/DIAGNOSE/CLE	\$2,933.06
E 101-53000-360 VEHICLE MAINT/EXPENSE	RUTKOWSKI ENTERPRISES	STREET SWEEPER MAINTENANCE/SCAN/DIAGNOSE/CLE	\$1,163.62
E 101-53000-150 HEALTH/DENTAL/LIFE	SECURIAN FINANCIAL GROUP INC	AUGUST LIFE INSURANCE	\$203.26
E 101-53000-360 VEHICLE MAINT/EXPENSE	UNICUS SPRAY SYSTEMS LLC	TIPS AND GUNS FOR STREET PAINTER	\$1,683.83
E 101-53000-290 OUTSIDE SERVICES/CONTRACTS	VERIZON WIRELESS	POLICE AND DPW MONTHLY CELL AND SQUAD BILLS	\$144.04
E 101-53000-290 OUTSIDE SERVICES/CONTRACTS	WI DEPT OF JUSTICE (CHKS)	RECORD CHECKS, BARTENDER CHECKS	\$35.00
EXPENSE Descr PUBLIC WORKS			\$15,130.12
EXPENSE Descr RECREATION PROGRAMS/EVENTS			
E 101-55300-290 OUTSIDE SERVICES/CONTRACTS	DUMA, KERRY	YOGA AND MODERATE YOGA INSTRUCTION	\$72.00
E 101-55300-220 UTILITY SERVICES	HARTLAND WATER & SEWER	QUARTERLY UTILITY BILLS	\$2,220.84
E 101-55300-290 OUTSIDE SERVICES/CONTRACTS	ITS IN EVERY DETAIL	BARRE STRENGTH PUNCH CARDS	\$310.40
E 101-55300-290 OUTSIDE SERVICES/CONTRACTS	NEHS, MARK	BRIDGE PUNCH CARDS	\$580.00
E 101-55300-300 OPERATING SUPPLIES/EXPENSES	ONTECH SYSTEMS, INC	OFFICE 365 MONTHLY LICENSES	\$37.23

Account Descr	Search Name	Comments	Amount
E 101-55300-150 HEALTH/DENTAL/LIFE	SECURIAN FINANCIAL GROUP INC	AUGUST LIFE INSURANCE	\$5.47
E 101-55300-303 SUMMER REC EXPENSES	SELTZ, CAYDEN	SUMMER SUPPLIES REIMBURSEMENT	\$36.27
E 101-55300-290 OUTSIDE SERVICES/CONTRACTS	SPRECHER, MARIA	QIGONG PUNCH CARDS	\$32.00
E 101-55300-302 TO THE POINTE DANCE PROGRAM	VALERIE CZEKALSKI	PRIMARY DANCE INSTRUCTOR FEES	\$592.00
E 101-55300-312 SPLASHPAD EXPENSES	WAHLEN WORKS	SPLASH PAD PRESSURE WASHING	\$595.00
E 101-55300-290 OUTSIDE SERVICES/CONTRACTS	WEHLAGE, MARY	CHAIR YOGA, YOGA 4 LIFE	\$1,697.60
E 101-55300-290 OUTSIDE SERVICES/CONTRACTS	WI DEPT OF JUSTICE (CHKS)	RECORD CHECKS, BARTENDER CHECKS	\$21.00
EXPENSE Descr RECREATION PROGRAMS/EVENTS			\$6,199.81
EXPENSE Descr S INDUSTRIAL (E IND-CARDINAL			
E 401-70015-285 CONSTRUCTION COSTS	WOLF PAVING CO INC	PAYMENT REQUEST 2	\$222,409.66
EXPENSE Descr S INDUSTRIAL (E IND-CARDINAL			\$222,409.66
EXPENSE Descr SEWER SERVICE			
E 204-53610-300 OPERATING SUPPLIES/EXPENSES	ONTECH SYSTEMS, INC	OFFICE 365 MONTHLY LICENSES	\$18.75
E 204-53610-380 MAINTENANCE-SEWAGE SYSTEM COLL	SABEL MECHANICAL	REPAIR PUMP AT LIFT STATION	\$509.00
E 204-53610-220 UTILITY SERVICES	WE ENERGIES	PUMP STATION ELECTRIC AND GAS	\$12.38
EXPENSE Descr SEWER SERVICE			\$540.13
EXPENSE Descr TRUSTEES			
E 101-51100-300 OPERATING SUPPLIES/EXPENSES	LEAGUE OF WI MUNICIPALITIES	CONFERENCE REGISTRATION FOR WALLSCHLAGER	\$270.00
E 101-51100-300 OPERATING SUPPLIES/EXPENSES	ONTECH SYSTEMS, INC	OFFICE 365 MONTHLY LICENSES	\$28.00
EXPENSE Descr TRUSTEES			\$298.00
EXPENSE Descr WATER UTILITY			
E 620-53700-651 MAINTENANCE OF MAINS	CTW CORPORATION	LABOR TO REPLACE BOLT OF METER PIT	\$3,250.00
E 620-53700-923 OUTSIDE SERVICES	HYDROCORP	CROSS CONNECTION PROGRAM FOR JUNE	\$934.00
E 620-53700-684 TOOLS/SHOP/GARAGE EQUIPMENT	LINCOLN CONTRACTORS	REPAIR RING SAW	\$122.96
E 620-53700-923 OUTSIDE SERVICES	NORTHERN LAKE SERVICE INC	WATER SAMPLES	\$20.00
E 620-53700-923 OUTSIDE SERVICES	NORTHERN LAKE SERVICE INC	WATER SAMPLES	\$60.00
E 620-53700-923 OUTSIDE SERVICES	NORTHERN LAKE SERVICE INC	WATER SAMPLES	\$60.00
E 620-53700-923 OUTSIDE SERVICES	NORTHERN LAKE SERVICE INC	WATER SAMPLES	\$22.70
E 620-53700-923 OUTSIDE SERVICES	NORTHERN LAKE SERVICE INC	WATER SAMPLES	\$100.00
E 620-53700-921 OFFICE SUPPLIES & EXPENSES	ONTECH SYSTEMS, INC	OFFICE 365 MONTHLY LICENSES	\$18.75
E 620-53700-622 POWER FOR PUMPING	WE ENERGIES	PUMP STATION ELECTRIC AND GAS	\$290.89
E 620-53700-622 POWER FOR PUMPING	WE ENERGIES	PUMP STATION ELECTRIC AND GAS	\$26.82
E 620-53700-625 MAINTENANCE OF PUMPING PLANT	WE ENERGIES	PUMP STATION ELECTRIC AND GAS	\$19.69
EXPENSE Descr WATER UTILITY			\$4,925.81
			\$356,834.34

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Payments

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Payment Batch JUNE21CC		\$15,373.90			
Refer	1362 AED SUPERSTORE	Ck#	2021277E 7/1/2021		
Cash Payment	E 101-52100-300 OPERATING SUPPLIES	Credit on taxes for AED Pads			-\$12.10
Invoice					
Transaction Date	6/7/2021	GF Checking	11100	Total	-\$12.10
Refer	1363 AMAZON	Ck#	2021278E 7/1/2021		
Cash Payment	E 101-55110-300 OPERATING SUPPLIES	craft felt			\$17.09
Invoice					
Cash Payment	E 101-55110-300 OPERATING SUPPLIES	craft supplies			\$12.19
Invoice					
Cash Payment	E 101-52100-360 VEHICLE MAINT/EXPEN	Squad Printer paper			\$342.00
Invoice					
Cash Payment	E 101-55110-300 OPERATING SUPPLIES	paint for program			\$14.99
Invoice					
Cash Payment	E 101-55110-300 OPERATING SUPPLIES	face masks			\$51.96
Invoice					
Cash Payment	E 101-55110-300 OPERATING SUPPLIES	craft supplies			\$11.89
Invoice					
Cash Payment	E 101-55300-304 TBALL	T-ball Supplies			\$127.71
Invoice					
Cash Payment	E 101-55110-300 OPERATING SUPPLIES	colored paper			\$30.24
Invoice					
Cash Payment	E 101-53000-410 STREETS GEN MAINT	reflective tape			\$35.98
Invoice					
Cash Payment	E 101-55110-300 OPERATING SUPPLIES	computer cables			\$49.96
Invoice					
Cash Payment	E 101-53000-410 STREETS GEN MAINT	survey stakes			-\$70.32
Invoice					
Cash Payment	E 101-52300-300 OPERATING SUPPLIES	CPR ACLS and PALS updates PO 25909			\$798.00
Invoice					
Cash Payment	E 101-55300-304 TBALL	T-ball Supplies			\$187.66
Invoice					
Cash Payment	E 101-55110-310 BOOKS & MATERIALS	dvds			\$45.47
Invoice					
Cash Payment	E 101-55110-310 BOOKS & MATERIALS	music cds			\$11.99
Invoice					
Cash Payment	E 101-55110-310 BOOKS & MATERIALS	NonFicDvds			\$90.06
Invoice					
Cash Payment	E 101-55110-300 OPERATING SUPPLIES	canopy tent			\$159.95
Invoice					
Cash Payment	E 101-55200-365 BLDGS/GROUNDS MAI	parks			\$79.94
Invoice					
Cash Payment	E 101-55110-300 OPERATING SUPPLIES	Summer Reading Prizes			\$19.95
Invoice					
Cash Payment	E 101-55110-310 BOOKS & MATERIALS	dvds			\$16.49
Invoice					
Cash Payment	E 101-55110-300 OPERATING SUPPLIES	Summer Reading Prizes			\$12.00
Invoice					

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Payments

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Cash Payment Invoice	E 101-51600-300 OPERATING SUPPLIES	OFFICE SUPPLIES	\$10.99
Cash Payment Invoice	E 101-52400-300 OPERATING SUPPLIES	ENVELOPES/NEW HOMES	\$58.95
Cash Payment Invoice	E 101-53000-300 OPERATING SUPPLIES	OFFICE SUPPLIES	\$308.67
Cash Payment Invoice	E 101-53000-300 OPERATING SUPPLIES	OFFICE SUPPLIES	\$162.89
Cash Payment Invoice	E 101-55110-300 OPERATING SUPPLIES	laminating pouches	\$24.20
Cash Payment Invoice	E 101-55110-300 OPERATING SUPPLIES	supplies	\$9.95
Cash Payment Invoice	E 101-51600-300 OPERATING SUPPLIES	OFFICE SUPPLIES	\$25.49
Cash Payment Invoice	E 101-55110-310 BOOKS & MATERIALS	dvd	\$11.27
Cash Payment Invoice	E 101-55200-365 BLDGS/GROUNDS MAI	trimmer head	\$58.98
Cash Payment Invoice	E 101-55110-300 OPERATING SUPPLIES	computer mount	\$24.99
Cash Payment Invoice	E 101-55110-300 OPERATING SUPPLIES	craft supplies	\$9.49
Cash Payment Invoice	E 101-55200-365 BLDGS/GROUNDS MAI	parks bathroom	\$325.00
Cash Payment Invoice	E 101-53000-410 STREETS GEN MAINT	tape / trimmer	\$91.96
Cash Payment Invoice	E 101-55110-300 OPERATING SUPPLIES	barcode scanner	\$56.92
Cash Payment Invoice	E 101-51500-300 OPERATING SUPPLIES	OFFICE SUPPLIES	\$18.31
Cash Payment Invoice	E 101-51600-300 OPERATING SUPPLIES	OFFICE SUPPLIES	\$59.84
Cash Payment Invoice	E 101-55110-310 BOOKS & MATERIALS	dvd	\$16.99
Cash Payment Invoice	E 101-55200-365 BLDGS/GROUNDS MAI	parks bathroom	\$101.00
Cash Payment Invoice	E 101-55110-310 BOOKS & MATERIALS	Dvds	\$27.99
Cash Payment Invoice	E 101-55110-310 BOOKS & MATERIALS	dvd	\$58.91
Cash Payment Invoice	E 101-55110-310 BOOKS & MATERIALS	dvds	\$40.92
Cash Payment Invoice	E 101-55110-310 BOOKS & MATERIALS	dvds	\$12.96
Cash Payment Invoice	E 101-55110-310 BOOKS & MATERIALS	NonFicDvd	\$27.99
Cash Payment Invoice	E 101-55110-310 BOOKS & MATERIALS	music cds	\$11.99
Cash Payment Invoice	E 101-55110-300 OPERATING SUPPLIES	IPAD cord	\$49.31

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Payments

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Cash Payment Invoice	E 101-55110-310 BOOKS & MATERIALS	dvds	\$68.93
Cash Payment Invoice	E 101-55110-310 BOOKS & MATERIALS	dvd	\$19.99
Cash Payment Invoice	E 101-55110-310 BOOKS & MATERIALS	dvd	\$21.65
Cash Payment Invoice	E 101-55110-300 OPERATING SUPPLIES	paper	\$38.94
Cash Payment Invoice	E 101-55110-300 OPERATING SUPPLIES	craft supplies	\$21.00
Cash Payment Invoice	E 101-55110-310 BOOKS & MATERIALS	DVD	\$13.99
Cash Payment Invoice	E 101-55110-310 BOOKS & MATERIALS	dvds	\$88.90
Cash Payment Invoice	E 101-55300-304 TBALL	T-ball Supplies	\$136.86
Cash Payment Invoice	E 101-55110-310 BOOKS & MATERIALS	dvd	\$13.99
Cash Payment Invoice	E 101-55110-310 BOOKS & MATERIALS	dvds	\$11.99
Cash Payment Invoice	E 101-55110-310 BOOKS & MATERIALS	dvd refund	-\$0.04
Cash Payment Invoice	E 101-55110-300 OPERATING SUPPLIES	dvd Refund	-\$1.58
Cash Payment Invoice	E 101-55110-310 BOOKS & MATERIALS	dvd refund	-\$3.00
Cash Payment Invoice	E 101-51600-255 BLDGS/GROUNDS	Batteries for paper towel dispenser	\$27.12
Cash Payment Invoice	E 101-52100-300 OPERATING SUPPLIES	SMM-CLOTHING ALLOWANCE SHOES	\$75.00
Cash Payment Invoice	E 101-55110-310 BOOKS & MATERIALS	Children's DVD	\$74.09
Cash Payment Invoice	E 101-55110-310 BOOKS & MATERIALS	music cds	\$9.97
Cash Payment Invoice	E 101-55110-300 OPERATING SUPPLIES	flavorice Storytime	\$9.99
Cash Payment Invoice	E 101-51600-300 OPERATING SUPPLIES	OFFICE SUPPLIES	\$31.99
Cash Payment Invoice	E 101-55110-310 BOOKS & MATERIALS	music cd	\$11.98
Cash Payment Invoice	E 101-55110-310 BOOKS & MATERIALS	dvds	\$19.54
Cash Payment Invoice	E 101-55110-310 BOOKS & MATERIALS	dvds	\$42.98
Cash Payment Invoice	E 101-55110-310 BOOKS & MATERIALS	dvds	\$53.44
Cash Payment Invoice	E 101-55110-310 BOOKS & MATERIALS	dvds	\$33.98
Cash Payment Invoice	E 101-51400-300 OPERATING SUPPLIES	Roberts Rules	\$53.31

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Cash Payment	E 101-55110-300 OPERATING SUPPLIES	utility wagon		\$75.99
Invoice				
Cash Payment	E 101-55110-310 BOOKS & MATERIALS	dvds		\$62.83
Invoice				
Cash Payment	E 620-53700-652 MAINTENANCE OF SER	test strips		\$140.17
Invoice				
Cash Payment	E 101-55110-310 BOOKS & MATERIALS	fiction books		\$33.76
Invoice				
Cash Payment	E 101-55110-300 OPERATING SUPPLIES	colored paper		\$86.78
Invoice				
Cash Payment	E 101-55110-310 BOOKS & MATERIALS	DVD		\$19.96
Invoice				
Cash Payment	E 101-55110-310 BOOKS & MATERIALS	dvd		\$21.97
Invoice				
Cash Payment	E 101-55110-310 BOOKS & MATERIALS	dvds		\$19.96
Invoice				
Cash Payment	E 101-55110-310 BOOKS & MATERIALS	lucky day DVD's		\$76.97
Invoice				
Cash Payment	E 101-55110-310 BOOKS & MATERIALS	music cds		\$10.98
Invoice				
Cash Payment	E 101-55110-310 BOOKS & MATERIALS	dvds		\$22.99
Invoice				
Cash Payment	E 101-55110-300 OPERATING SUPPLIES	Summer Reading Prizes		\$23.95
Invoice				
Cash Payment	E 101-55200-365 BLDGS/GROUNDS MAI	parks pump		\$106.90
Invoice				
Cash Payment	E 101-51400-300 OPERATING SUPPLIES	Dots for Meeting Planning Board		\$7.99
Invoice				
Cash Payment	E 101-53000-410 STREETS GEN MAINT	survey stakes		\$70.32
Invoice				
Cash Payment	E 101-52200-300 OPERATING SUPPLIES	PRIME REFUND		-\$179.00
Invoice				
Cash Payment	E 101-55110-300 OPERATING SUPPLIES	paper		\$54.08
Invoice				
Cash Payment	E 101-55110-300 OPERATING SUPPLIES	Summer Reading Program		\$41.54
Invoice				
Cash Payment	E 101-52100-300 OPERATING SUPPLIES	RTJ-CLOTHING ALLOWANCE SHOES		\$102.03
Invoice				
Cash Payment	E 101-55110-300 OPERATING SUPPLIES	photo paper		\$16.99
Invoice				
Transaction Date	6/7/2021	GF Checking	11100	Total \$5,343.33
Refer	1364 AT&T	Ck# 2021279E	7/1/2021	
Cash Payment	E 101-52100-300 OPERATING SUPPLIES	SERVICE		\$86.10
Invoice				
Transaction Date	6/7/2021	GF Checking	11100	Total \$86.10
Refer	1365 AWWA	Ck# 2021280E	7/1/2021	
Cash Payment	E 620-53700-923 OUTSIDE SERVICES	school		\$50.00
Invoice				
Transaction Date	6/7/2021	GF Checking	11100	Total \$50.00

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Refer	1366	BAKER & TAYLOR CREDIT CARD	Ck# 2021281E 7/1/2021		
Cash Payment	E 101-55110-310	BOOKS & MATERIALS	Books		\$333.08
Invoice					
Cash Payment	E 101-55110-310	BOOKS & MATERIALS	Books		\$1,124.46
Invoice					
Cash Payment	E 101-55110-310	BOOKS & MATERIALS	Books		\$126.73
Invoice					
Cash Payment	E 101-55110-310	BOOKS & MATERIALS	Books		\$20.65
Invoice					
Cash Payment	E 101-55110-310	BOOKS & MATERIALS	Books		\$518.98
Invoice					
Cash Payment	E 101-55110-310	BOOKS & MATERIALS	Books		\$196.39
Invoice					
Cash Payment	E 101-55110-310	BOOKS & MATERIALS	Books		\$196.20
Invoice					
Cash Payment	E 101-55110-310	BOOKS & MATERIALS	Books		\$165.12
Invoice					
Cash Payment	E 101-55110-310	BOOKS & MATERIALS	Books		\$168.98
Invoice					
Cash Payment	E 101-55110-310	BOOKS & MATERIALS	Books		\$27.19
Invoice					
Cash Payment	E 101-55110-310	BOOKS & MATERIALS	Books		\$78.33
Invoice					
Cash Payment	E 101-55110-310	BOOKS & MATERIALS	Books		\$35.32
Invoice					
Transaction Date	6/7/2021		GF Checking	11100	Total \$2,991.43
Refer	1367	BANNERS ON THE CHEAP	Ck# 2021282E 7/1/2021		
Cash Payment	E 101-55300-300	OPERATING SUPPLIES	Bike Rodeo		\$305.12
Invoice					
Transaction Date	6/7/2021		GF Checking	11100	Total \$305.12
Refer	1368	BEER SNOBS	Ck# 2021283E 7/1/2021		
Cash Payment	E 101-55110-300	OPERATING SUPPLIES	SR Program Prizes		\$10.00
Invoice					
Transaction Date	6/7/2021		GF Checking	11100	Total \$10.00
Refer	1369	BIEBELS TRUE VALUE	Ck# 2021284E 7/1/2021		
Cash Payment	E 101-52200-255	BLDGS/GROUNDS	Paint and supplies.		\$50.04
Invoice					
Cash Payment	E 101-52200-255	BLDGS/GROUNDS	Kitchen supplies		\$24.72
Invoice					
Transaction Date	6/7/2021		GF Checking	11100	Total \$74.76
Refer	1370	BIRCH & BANYAN COFFEE LLC	Ck# 2021285E 7/1/2021		
Cash Payment	E 101-55110-300	OPERATING SUPPLIES	SR Program Prizes		\$83.10
Invoice					
Transaction Date	6/7/2021		GF Checking	11100	Total \$83.10
Refer	1371	CREOLE CAFÉ & CATERING LLC	Ck# 2021286E 7/1/2021		
Cash Payment	E 101-55110-300	OPERATING SUPPLIES	SR Program Prizes		\$60.00
Invoice					

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Transaction Date	6/7/2021	GF Checking	11100	Total	\$60.00
Refer	1372 DEMCO INC	Ck# 2021287E 7/1/2021			
Cash Payment	E 101-55110-300 OPERATING SUPPLIES	Bags, Book jackets, and Name tags			\$120.79
Invoice					
Transaction Date	6/7/2021	GF Checking	11100	Total	\$120.79
Refer	1373 DIXON ENGINEERING INC	Ck# 2021288E 7/1/2021			
Cash Payment	E 620-53700-923 OUTSIDE SERVICES	Verizon Tower Design and Review			\$1,550.00
Invoice					
Transaction Date	6/7/2021	GF Checking	11100	Total	\$1,550.00
Refer	1374 DOG WASTE DEPOT	Ck# 2021289E 7/1/2021			
Cash Payment	E 101-55200-365 BLDGS/GROUNDS MAI	dog bags			\$152.44
Invoice					
Transaction Date	6/7/2021	GF Checking	11100	Total	\$152.44
Refer	1375 ENDTERS SPORTS GRILL	Ck# 2021290E 7/1/2021			
Cash Payment	E 101-55110-300 OPERATING SUPPLIES	SR Program Prizes			\$10.00
Invoice					
Transaction Date	6/7/2021	GF Checking	11100	Total	\$10.00
Refer	1376 FALBO BROS PIZZERIA	Ck# 2021291E 7/1/2021			
Cash Payment	E 101-52100-300 OPERATING SUPPLIES	Pizza for Mark Jorgensen's retirement			\$205.58
Invoice					
Transaction Date	6/7/2021	GF Checking	11100	Total	\$205.58
Refer	1377 FIRE DEPT COFFEE	Ck# 2021292E 7/1/2021			
Cash Payment	E 101-52200-300 OPERATING SUPPLIES	Coffee order			\$71.88
Invoice					
Transaction Date	6/7/2021	GF Checking	11100	Total	\$71.88
Refer	1378 FOX BROS PIGGLY WIGGLY	Ck# 2021293E 7/1/2021			
Cash Payment	E 101-55110-255 BLDGS/GROUNDS	Board Meeting Cake			\$14.96
Invoice					
Cash Payment	E 101-53000-290 OUTSIDE SERVICES/C	staff lunch			\$160.78
Invoice					
Cash Payment	E 101-52100-300 OPERATING SUPPLIES	Soda for party			\$10.48
Invoice					
Cash Payment	E 101-52100-300 OPERATING SUPPLIES	Cake for Mark Jorgensen's retirement			\$33.58
Invoice					
Cash Payment	E 101-52100-300 OPERATING SUPPLIES	Soda for Mark Jorgensen's retirement			\$14.49
Invoice					
Transaction Date	6/7/2021	GF Checking	11100	Total	\$234.29
Refer	1379 HAHN ACE HARDWARE	Ck# 2021294E 7/1/2021			
Cash Payment	E 101-55110-255 BLDGS/GROUNDS	flower boxes			\$89.98
Invoice					
Transaction Date	6/7/2021	GF Checking	11100	Total	\$89.98
Refer	1380 HOME DEPOT	Ck# 2021295E 7/1/2021			
Cash Payment	E 101-55110-300 OPERATING SUPPLIES	Sand for Canopy Tent weights			\$3.68
Invoice					
Transaction Date	6/7/2021	GF Checking	11100	Total	\$3.68

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Refer	1381	<i>INDEED</i>	Ck# 2021296E 7/1/2021		
Cash Payment	E 101-55300-303	SUMMER REC EXPENS	Job posting for Summer Camp		\$82.01
Invoice					
Transaction Date	6/7/2021	GF Checking	11100	Total	\$82.01
Refer	1382	<i>KAPCO</i>	Ck# 2021297E 7/1/2021		
Cash Payment	E 101-55110-300	OPERATING SUPPLIES	Laminate Book Covers		\$286.28
Invoice					
Transaction Date	6/7/2021	GF Checking	11100	Total	\$286.28
Refer	1383	<i>MIDWAY USA</i>	Ck# 2021298E 7/1/2021		
Cash Payment	E 101-52100-300	OPERATING SUPPLIES	DJH-CLOTHING ALLOWANCE SUNGLASSES		\$114.98
Invoice					
Transaction Date	6/7/2021	GF Checking	11100	Total	\$114.98
Refer	1384	<i>PINK MOCHA COFFEE</i>	Ck# 2021299E 7/1/2021		
Cash Payment	E 101-55110-300	OPERATING SUPPLIES	SR Program Prizes		\$60.00
Invoice					
Transaction Date	6/7/2021	GF Checking	11100	Total	\$60.00
Refer	1385	<i>PROBARK</i>	Ck# 2021300E 7/1/2021		
Cash Payment	E 101-55110-255	BLDGS/GROUNDS	woodchips		\$248.00
Invoice					
Transaction Date	6/7/2021	GF Checking	11100	Total	\$248.00
Refer	1386	<i>QDOBA</i>	Ck# 2021301E 7/1/2021		
Cash Payment	E 101-52100-300	OPERATING SUPPLIES	QUDOBA FOR DEPARTMENT MEETING		\$363.00
Invoice					
Cash Payment	E 101-55110-300	OPERATING SUPPLIES	staff meeting lunch		\$73.40
Invoice					
Transaction Date	6/7/2021	GF Checking	11100	Total	\$436.40
Refer	1387	<i>SEÑOR TOMAS</i>	Ck# 2021302E 7/1/2021		
Cash Payment	E 101-55110-300	OPERATING SUPPLIES	SR Program Prizes		\$60.00
Invoice					
Transaction Date	6/7/2021	GF Checking	11100	Total	\$60.00
Refer	1388	<i>SHUTTERSTOCK</i>	Ck# 2021303E 7/1/2021		
Cash Payment	E 101-55300-300	OPERATING SUPPLIES	Shutterstock license		\$240.45
Invoice					
Transaction Date	6/7/2021	GF Checking	11100	Total	\$240.45
Refer	1389	<i>SPOTIFY</i>	Ck# 2021304E 7/1/2021		
Cash Payment	E 101-55110-300	OPERATING SUPPLIES	ERRONEOUS CHARGE		\$9.99
Invoice					
Cash Payment	E 101-55110-300	OPERATING SUPPLIES	ERRONEOUS CHARGE		\$9.99
Invoice					
Transaction Date	6/7/2021	GF Checking	11100	Total	\$19.98
Refer	1390	<i>STEAM YARD COFFEE</i>	Ck# 2021305E 7/1/2021		
Cash Payment	E 101-55110-300	OPERATING SUPPLIES	SR Program Prizes		\$60.00
Invoice					
Transaction Date	6/7/2021	GF Checking	11100	Total	\$60.00
Refer	1391	<i>STEINS GARDEN</i>	Ck# 2021306E 7/1/2021		

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Cash Payment	E 101-55110-255 BLDGS/GROUNDS	potted plants		\$293.16
Invoice				
Transaction Date	6/7/2021	GF Checking	11100	Total \$293.16
Refer	1392 SWEET DREAMS	Ck# 2021307E 7/1/2021		
Cash Payment	E 101-55110-300 OPERATING SUPPLIES	SR Program Prizes		\$60.00
Invoice				
Transaction Date	6/7/2021	GF Checking	11100	Total \$60.00
Refer	1393 TARGET	Ck# 2021308E 7/1/2021		
Cash Payment	E 101-55110-300 OPERATING SUPPLIES	program presenter gift card		\$25.00
Invoice				
Transaction Date	6/7/2021	GF Checking	11100	Total \$25.00
Refer	1394 TECHSOUP	Ck# 2021309E 7/1/2021		
Cash Payment	E 101-55110-310 BOOKS & MATERIALS	adobe acrobat		\$55.00
Invoice				
Transaction Date	6/7/2021	GF Checking	11100	Total \$55.00
Refer	1395 TIME WARNER CABLE CREDIT CA	Ck# 2021310E 7/1/2021		
Cash Payment	E 101-53000-220 UTILITY SERVICES	MAY-JUNE INTERNET		\$66.25
Invoice				
Cash Payment	E 101-52400-300 OPERATING SUPPLIES	MAY-JUNE INTERNET		\$66.25
Invoice				
Cash Payment	E 101-51500-300 OPERATING SUPPLIES	MAY-JUNE INTERNET		\$66.25
Invoice				
Cash Payment	E 101-51400-300 OPERATING SUPPLIES	MAY-JUNE INTERNET		\$66.25
Invoice				
Cash Payment	E 101-55300-300 OPERATING SUPPLIES	MAY-JUNE INTERNET		\$66.25
Invoice				
Cash Payment	E 101-52100-300 OPERATING SUPPLIES	MAY-JUNE INTERNET		\$66.25
Invoice				
Cash Payment	E 620-53700-605 MAINTENANCE-WATER	MAY-JUNE INTERNET		\$66.25
Invoice				
Cash Payment	E 204-53610-385 MAINTENANCE-COLLE	MAY-JUNE INTERNET		\$66.25
Invoice				
Cash Payment	E 101-55370-300 OPERATING SUPPLIES	MAY-JUNE INTERNET		\$30.00
Invoice				
Cash Payment	E 620-53700-605 MAINTENANCE-WATER	MAY-JUNE SERVICE		\$68.27
Invoice				
Cash Payment	E 101-53000-220 UTILITY SERVICES	MAY-JUNE PHONE		\$44.05
Invoice				
Cash Payment	E 204-53610-385 MAINTENANCE-COLLE	MAY-JUNE SERVICE		\$68.27
Invoice				
Cash Payment	E 101-53000-220 UTILITY SERVICES	MAY-JUNE SERVICE		\$68.27
Invoice				
Cash Payment	E 204-53610-385 MAINTENANCE-COLLE	APR-MAY SERVICE		\$45.00
Invoice				
Cash Payment	E 204-53610-385 MAINTENANCE-COLLE	MAY-JUNE PHONE		\$44.05
Invoice				
Cash Payment	E 620-53700-605 MAINTENANCE-WATER	APR-MAY SERVICE		\$44.99
Invoice				

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Cash Payment Invoice	E 620-53700-605 MAINTENANCE-WATER MAY-JUNE PHONE			\$44.05
Cash Payment Invoice	E 101-52200-290 OUTSIDE SERVICES/C MAY-JUNE SERVICE			\$134.98
Cash Payment Invoice	E 101-51400-300 OPERATING SUPPLIES MAY-JUNE PHONE			\$44.04
Cash Payment Invoice	E 101-52400-300 OPERATING SUPPLIES MAY-JUNE PHONE			\$44.05
Cash Payment Invoice	E 101-51500-300 OPERATING SUPPLIES MAY-JUNE PHONE			\$44.05
Cash Payment Invoice	E 101-55300-300 OPERATING SUPPLIES MAY-JUNE PHONE			\$44.05
Cash Payment Invoice	E 101-55110-220 UTILITY SERVICES MAY-JUNE PHONE			\$44.05
Cash Payment Invoice	E 101-52100-300 OPERATING SUPPLIES MAY-JUNE PHONE			\$44.05
Cash Payment Invoice	E 101-53000-220 UTILITY SERVICES APR-MAY SERVICE			\$44.99
Transaction Date	6/7/2021	GF Checking	11100	Total \$1,431.21
Refer	1396 TRIBUTE STORE	Ck# 2021311E 7/1/2021		
Cash Payment Invoice	E 101-52100-300 OPERATING SUPPLIES Cancelled Funeral Tribute			-\$81.80
Cash Payment Invoice	E 101-52100-300 OPERATING SUPPLIES Funeral Tribute			\$81.80
Transaction Date	6/7/2021	GF Checking	11100	Total \$0.00
Refer	1397 VOSS SIGNS LLC	Ck# 2021312E 7/1/2021		
Cash Payment Invoice	E 101-51400-395 COMMUNITY RELATIO No Parking signs purchased for Bike Race			\$367.00
Transaction Date	6/7/2021	GF Checking	11100	Total \$367.00
Refer	1398 WALMART	Ck# 2021313E 7/1/2021		
Cash Payment Invoice	E 101-55110-310 BOOKS & MATERIALS DVDs			\$49.92
Cash Payment Invoice	E 101-55300-300 OPERATING SUPPLIES Bike Rodeo			\$38.48
Transaction Date	6/7/2021	GF Checking	11100	Total \$88.40
Refer	1399 WATER - COFFEE DELIVERY	Ck# 2021314E 7/1/2021		
Cash Payment Invoice	E 101-52200-255 BLDGS/GROUNDS Refund			-\$225.09
Transaction Date	6/7/2021	GF Checking	11100	Total -\$225.09
Refer	1400 WI POLICE LEADERSHIP FOUNDA	Ck# 2021315E 7/1/2021		
Cash Payment Invoice	E 101-52100-300 OPERATING SUPPLIES Registration for WI Chiefs Training Conference			\$225.00
Transaction Date	6/7/2021	GF Checking	11100	Total \$225.00
Refer	1401 ZOOM	Ck# 2021316E 7/1/2021		
Cash Payment Invoice	E 101-51400-395 COMMUNITY RELATIO Zoom Monthly Subscription			\$15.74
Transaction Date	6/7/2021	GF Checking	11100	Total \$15.74

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Fund Summary

	11100 GF Checking	
101 GENERAL FUND		\$13,186.60
204 SEWER		\$223.57
620 WATER FUND		\$1,963.73
		<hr/>
		\$15,373.90

Pre-Written Checks	\$15,373.90
Checks to be Generated by the Computer	\$0.00
Total	<hr/>
	\$15,373.90

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Payment Batch JUNE21MC		\$19,469.51	
Refer	1410 <u>WE ENERGIES</u>	Ck# 008968	6/1/2021
Cash Payment	E 101-51600-220 UTILITY SERVICES	APR-MAY ELECTRIC	\$1,069.22
Invoice			
Cash Payment	E 101-53000-225 STREET LIGHTING	FWW ST. LIGHTING	\$409.84
Invoice			
Cash Payment	E 101-53000-225 STREET LIGHTING	VARIOUS WE ENERGIES BILLS	\$7,974.55
Invoice			
Transaction Date	6/1/2021	GF Checking	11100 Total \$9,453.61
Refer	1411 <u>REGISTRATION FEE TRUST</u>	Ck# 008969	6/3/2021
Cash Payment	E 101-52100-360 VEHICLE MAINT/EXPEN	REPLACEMENT LICENSE PLATE	\$10.00
Invoice			
Transaction Date	6/3/2021	GF Checking	11100 Total \$10.00
Refer	1412 <u>AT&T MOBILITY</u>	Ck# 008970	6/8/2021
Cash Payment	E 101-55300-300 OPERATING SUPPLIES	MAY-JUNE CELL SERVICE	\$33.67
Invoice			
Cash Payment	E 101-52200-220 UTILITY SERVICES	MAY-JUNE CELL SERVICE	\$78.58
Invoice			
Cash Payment	E 101-52300-300 OPERATING SUPPLIES	MAY-JUNE CELL SERVICE	\$78.58
Invoice			
Cash Payment	E 101-53000-220 UTILITY SERVICES	MAY-JUNE CELL SERVICE	\$123.47
Invoice			
Cash Payment	E 620-53700-605 MAINTENANCE-WATER	MAY-JUNE CELL SERVICE	\$123.47
Invoice			
Cash Payment	E 204-53610-385 MAINTENANCE-COLLE	MAY-JUNE CELL SERVICE	\$123.47
Invoice			
Transaction Date	6/8/2021	GF Checking	11100 Total \$561.24
Refer	1413 <u>RUSTY BUCKET PRODUCTIONS LL</u>	Ck# 008971	6/10/2021
Cash Payment	G 101-31620 FINE ARTS CENTER DONA	THURSDAY NIGHT CONCERT 06/10	\$600.00
Invoice			
Transaction Date	6/10/2021	GF Checking	11100 Total \$600.00
Refer	1414 <u>TWANG DRAGONS</u>	Ck# 008972	6/16/2021
Cash Payment	G 101-31620 FINE ARTS CENTER DONA	THURSDAY NIGHT CONCERT SERIES	\$600.00
Invoice			
Transaction Date	6/16/2021	GF Checking	11100 Total \$600.00
Refer	1415 <u>US TREASURY</u>	Ck# 008973	6/23/2021
Cash Payment	E 101-51500-300 OPERATING SUPPLIES	ANNUAL PCORI FEES	\$130.34
Invoice			
Transaction Date	6/23/2021	GF Checking	11100 Total \$130.34
Refer	1416 <u>AT&T</u>	Ck# 008974	6/24/2021
Cash Payment	E 101-51400-300 OPERATING SUPPLIES	MAY-JUNE PHONE SERVICE	\$20.44
Invoice			
Cash Payment	E 101-52400-300 OPERATING SUPPLIES	MAY-JUNE PHONE SERVICE	\$20.44
Invoice			
Cash Payment	E 101-51500-300 OPERATING SUPPLIES	MAY-JUNE PHONE SERVICE	\$20.43
Invoice			

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Cash Payment	E 101-55300-300 OPERATING SUPPLIES	MAY-JUNE PHONE SERVICE		\$20.43
Invoice				
Cash Payment	E 101-52200-220 UTILITY SERVICES	MAY-JUNE PHONE SERVICE		\$20.43
Invoice				
Cash Payment	E 101-55110-220 UTILITY SERVICES	MAY-JUNE PHONE SERVICE		\$20.43
Invoice				
Cash Payment	E 101-52100-300 OPERATING SUPPLIES	MAY-JUNE PHONE SERVICE		\$20.43
Invoice				
Cash Payment	E 101-53000-220 UTILITY SERVICES	MAY-JUNE PHONE SERVICE		\$20.43
Invoice				
Cash Payment	E 620-53700-605 MAINTENANCE-WATER	MAY-JUNE PHONE SERVICE		\$20.43
Invoice				
Cash Payment	E 204-53610-385 MAINTENANCE-COLLE	MAY-JUNE PHONE SERVICE		\$20.43
Invoice				
Transaction Date	6/24/2021	GF Checking	11100	Total \$204.32
Refer	1417 CALLIES, MICHAEL R	Ck# 008975	6/24/2021	
Cash Payment	G 101-31620 FINE ARTS CENTER DONA	THURSDAY NIGHT CONCERT SERIES		\$450.00
Invoice				
Transaction Date	6/24/2021	GF Checking	11100	Total \$450.00
Refer	1418 OL STYLE SKRATCH LLC	Ck# 008976	6/24/2021	
Cash Payment	G 101-31620 FINE ARTS CENTER DONA	HOMETOWN CELEBRATION CONCERT		\$800.00
Invoice				
Transaction Date	6/24/2021	GF Checking	11100	Total \$800.00
Refer	1419 VITALE REALTY ADVISORS, LLC	Ck# 008977	6/25/2021	
Cash Payment	E 620-53700-923 OUTSIDE SERVICES	WELL SITE APPRAISAL		\$6,030.00
Invoice				
Transaction Date	6/25/2021	GF Checking	11100	Total \$6,030.00
Refer	1420 HOGGERS PUB	Ck# 008978	6/30/2021	
Cash Payment	R 101-48000 MISCELLANEOUS REVENU	RESTITUTION		\$130.00
Invoice				
Transaction Date	6/30/2021	GF Checking	11100	Total \$130.00
Refer	1421 OL STYLE SKRATCH LLC	Ck# 008979	6/30/2021	
Cash Payment	G 101-31620 FINE ARTS CENTER DONA	THURSDAY NIGHT CONCERT		\$500.00
Invoice				
Transaction Date	6/30/2021	GF Checking	11100	Total \$500.00

Fund Summary

	11100 GF Checking	
101 GENERAL FUND	\$13,151.71	
204 SEWER	\$143.90	
620 WATER FUND	\$6,173.90	
	<u>\$19,469.51</u>	

Pre-Written Checks	\$19,469.51
Checks to be Generated by the Computer	\$0.00
Total	<u>\$19,469.51</u>

VILLAGE OF HARTLAND

07/01/21 9:42 AM

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Payments

Current Period: JUNE 2021

Payment Batch JUNE21WIRE		\$147,456.34			
Refer	1402 FIRST BANK FINANCIAL CENTRE	Ck#	2021317E	6/30/2021	
Cash Payment	E 101-51500-300 OPERATING SUPPLIES MONTHLY BANKING FEES				\$75.00
Invoice					
Transaction Date	6/30/2021	GF Checking	11100	Total	\$75.00
Refer	1403 AFLAC	Ck#	2021318E	6/2/2021	
Cash Payment	G 101-21592 AFLAC INS PAYABLE			MAY AFLAC PREMIUMS	\$195.82
Invoice					
Transaction Date	6/2/2021	GF Checking	11100	Total	\$195.82
Refer	1404 AFLAC	Ck#	2021319E	6/25/2021	
Cash Payment	G 101-21592 AFLAC INS PAYABLE			JUNE AFLAC PREMIUMS	\$195.82
Invoice					
Transaction Date	6/30/2021	GF Checking	11100	Total	\$195.82
Refer	1405 EMPLOYEE TRUST FUNDS	Ck#	2021320E	6/24/2021	
Cash Payment	E 101-51400-150 HEALTH/DENTAL/LIFE			JULY HEALTH INSURANCE PREMIUMS	\$1,749.29
Invoice					
Cash Payment	E 101-51500-150 HEALTH/DENTAL/LIFE			JULY HEALTH INSURANCE PREMIUMS	\$4,211.32
Invoice					
Cash Payment	E 101-55300-150 HEALTH/DENTAL/LIFE			JULY HEALTH INSURANCE PREMIUMS	\$712.74
Invoice					
Cash Payment	E 101-52100-150 HEALTH/DENTAL/LIFE			JULY HEALTH INSURANCE PREMIUMS	\$31,876.15
Invoice					
Cash Payment	E 101-53000-150 HEALTH/DENTAL/LIFE			JULY HEALTH INSURANCE PREMIUMS	\$16,132.54
Invoice					
Cash Payment	E 101-55110-150 HEALTH/DENTAL/LIFE			JULY HEALTH INSURANCE PREMIUMS	\$3,887.51
Invoice					
Cash Payment	E 101-52200-150 HEALTH/DENTAL/LIFE			JULY HEALTH INSURANCE PREMIUMS	\$3,854.95
Invoice					
Cash Payment	E 101-52300-150 HEALTH/DENTAL/LIFE			JULY HEALTH INSURANCE PREMIUMS	\$3,854.95
Invoice					
Cash Payment	G 101-21530 INSURANCE DEDUCTIONS			JULY HEALTH INSURANCE PREMIUMS	\$3,027.71
Invoice					
Cash Payment	G 101-34140 UNFUNDED EMPLOYEE BE			JULY HEALTH INSURANCE PREMIUMS	\$3,253.50
Invoice					
Transaction Date	6/24/2021	GF Checking	11100	Total	\$72,560.66
Refer	1406 WI RETIREMENT SYSTEM	Ck#	2021321E	6/30/2021	
Cash Payment	E 101-55300-140 RETIREMENT BENEFIT			MAY WRS PREMIUMS	\$297.69
Invoice					
Cash Payment	E 101-51400-140 RETIREMENT BENEFIT			MAY WRS PREMIUMS	\$818.13
Invoice					
Cash Payment	E 101-51500-140 RETIREMENT BENEFIT			MAY WRS PREMIUMS	\$320.25
Invoice					
Cash Payment	E 101-51600-140 RETIREMENT BENEFIT			MAY WRS PREMIUMS	\$127.86
Invoice					
Cash Payment	E 101-52100-140 RETIREMENT BENEFIT			MAY WRS PREMIUMS	\$16,606.00
Invoice					

VILLAGE OF HARTLAND

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Payments

Current Period: JUNE 2021

Cash Payment Invoice	E 101-52100-140 RETIREMENT BENEFIT	MAY WRS PREMIUMS		\$591.88
Cash Payment Invoice	E 101-52200-140 RETIREMENT BENEFIT	MAY WRS PREMIUMS		\$106.96
Cash Payment Invoice	E 101-52200-140 RETIREMENT BENEFIT	MAY WRS PREMIUMS		\$425.34
Cash Payment Invoice	E 101-52300-140 RETIREMENT BENEFIT	MAY WRS PREMIUMS		\$106.95
Cash Payment Invoice	E 101-52300-140 RETIREMENT BENEFIT	MAY WRS PREMIUMS		\$2,038.55
Cash Payment Invoice	E 101-53000-140 RETIREMENT BENEFIT	MAY WRS PREMIUMS		\$3,286.80
Cash Payment Invoice	E 101-55110-140 RETIREMENT BENEFIT	MAY WRS PREMIUMS		\$1,337.09
Cash Payment Invoice	E 620-53700-926 EMPLOYEE PENSIONS	MAY WRS PREMIUMS		\$1,575.91
Cash Payment Invoice	E 204-53610-110 SALARIES	MAY WRS PREMIUMS		\$165.69
Cash Payment Invoice	E 204-53610-110 SALARIES	MAY WRS PREMIUMS		\$242.60
Cash Payment Invoice	E 204-53610-390 BILLING/COLLECTION/	MAY WRS PREMIUMS		\$372.96
Cash Payment Invoice	G 101-21520 RETIREMENT DEDUCTION	MAY WRS PREMIUMS		\$9,350.78
Cash Payment Invoice	G 101-21520 RETIREMENT DEDUCTION	MAY WRS PREMIUMS		\$10,871.77
Transaction Date	6/30/2021	GF Checking	11100	Total \$48,643.21
Refer	1407 WI SUPPORT COLLECTIONS TRUS Ck# 2021322E 6/30/2021			
Cash Payment Invoice	G 101-21580 GARNISHMENT DEDUCTIO	MONTHLY EMPLOYEE GARNISHMENTS		\$1,417.58
Transaction Date	6/30/2021	GF Checking	11100	Total \$1,417.58
Refer	1408 PAYMENT SERVICE NETWORK Ck# 2021323E 6/2/2021			
Cash Payment Invoice	E 620-53700-923 OUTSIDE SERVICES	MONTHLY CREDIT CARD PROCESSING FEES		\$52.01
Cash Payment Invoice	E 204-53610-290 OUTSIDE SERVICES/C	MONTHLY CREDIT CARD PROCESSING FEES		\$52.00
Transaction Date	6/2/2021	GF Checking	11100	Total \$104.01
Refer	1409 WI DEFERRED COMPENSATION P Ck# 2021324E 6/30/2021			
Cash Payment Invoice	G 101-21570 DEFERRED COMP DEDUCT	MONTHLY DEFERRED COMP CONTRIBUTIONS		\$24,264.24
Transaction Date	6/30/2021	GF Checking	11100	Total \$24,264.24

VILLAGE OF HARTLAND
Payments

Current Period: JUNE 2021

Fund Summary

	11100 GF Checking	
101 GENERAL FUND		\$144,995.17
204 SEWER		\$833.25
620 WATER FUND		\$1,627.92
		<hr/>
		\$147,456.34

Pre-Written Checks	\$147,456.34
Checks to be Generated by the Computer	\$0.00
	<hr/>
Total	\$147,456.34

VILLAGE OF HARTLAND
LICENSES AND PERMITS
JULY 12, 2021

Bartender (Operator's) Licenses

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

McKena Rae Stocks
Eric James Boulden
Ashlee Marie Lopez

Weights and Measures

Hartland Quik Lube, 425 E. Industrial Drive

MEMO

TO: Village of Hartland Village Board

FROM: Ryan Amtmann, P.E. – Village Engineer
Peter Gesch, E.I.T.

DATE: July 7, 2021

SUBJECT: 2021 Slurry Seal Program

Summary:

The 2021 Slurry Sealing Program was put out for bid in late March of 2021 to get favorable bids from the few Contractors in the area that perform slurry sealing work. The project was awarded in late April and contracts were signed in the beginning of June.

The roads that are in the Contract to be slurry sealed are Woodlands Court, Tenny Avenue, Terrace Lane, and E. Industrial Drive. After completion of the 2021 PASER ratings and after careful review and discussions with Staff and the Contractor, Fahrner Asphalt Sealers, we have determined that Woodlands Court and Tenny Avenue are not good candidates for slurry seal. These two roadways are beyond the timeframe for slurry seal and any slurry seal product that is placed on these roadways would not perform as the product is intended to perform.

Both Woodlands Court and Tenny Avenue received a PASER rating of 5 in 2021. Photos attached to this memo show the rutting, cracking, depressions, and deteriorated areas that would be detrimental to the slurry sealing product, if placed on these roadways. It is our belief that money spent on slurry sealing these two roadways is not money well spent for the long-term performance of these roads.

Recommendation:

We have been discussing the best options for these roadways with Fahrner Asphalt Sealers and have concluded that the best option is to remove them from the project. Fahrner has agreed to remove Woodlands and Tenny and still slurry seal Terrace Lane and E. Industrial Drive which are good candidates to the slurry sealing product. To account for mobilization, trucking, and travel costs that were factored into the Contract price for Woodlands and Tenny, Fahrner has asked to increase the lump sum cost for E. Industrial Drive and Terrace Lane by about 6%. We believe this increase is justified. The following table is a breakdown:

<u>Road</u>	<u>Contract Price</u>	<u>Change in Price</u>	<u>New Price</u>
Woodlands Court	\$ 11,882.00	\$ (11,882.00)	\$ -
Tenny Avenue	\$ 12,272.00	\$ (12,272.00)	\$ -
Terrace Lane	\$ 4,406.00	\$ 272.00	\$ 4,678.00
E. Industrial Drive	\$ 30,756.00	\$ 1,958.00	\$ 32,714.00
Totals	\$ 59,316.00	\$ (21,924.00)	\$ 37,392.00

We recommend that the Village Board move to remove Woodlands Court and Tenny Avenue from the 2021 Slurry Sealing Program to be memorialized as a change order to the Contract at the end of the project. Upon your approval, we would issue a work change directive to lock in the prices with Fahrner, to be signed by Interim Director of Public Works, Dave Felkner.

By slurry sealing E. Industrial Drive and Terrace Lane, the Village would have 5 roadways completed over the last 2 years that can be monitored for another 2 to 4 years to see how they perform. During the 2024 CIP budgeting process, the Village Board could review the roadways completed in 2020 and 2021 and determine if they would like to move forward with slurry sealing any roadways in the future. There will not be any slurry sealing roads include in the 2022/2023 budget.

We would also recommend that Woodlands Court and Tenny Avenue be placed on the 2022 Paving Program to be pulverized. R/M will work with Village Staff to restructure the DRAFT CIP for the road program over the next 6-years that was discussed on June 28th, to determine what roads should be shifted to accommodate placing Woodlands Court and Tenny Avenue in 2021.



Memo to Hartland Village Board
2021 Slurry Seal Program
July 7, 2021
Page 3



Memo to Hartland Village Board
2021 Slurry Seal Program
July 7, 2021
Page 4



Memo to Hartland Village Board
2021 Slurry Seal Program
July 7, 2021
Page 5



June 27, 2021

A Proposal to the Community to Install a Historical Marker in Hartland

Submitted by:

Louise Hermsen

Community member and Board member of the Waukesha County Historical Society and Museum

Waukesha County currently has 84 historical marker signs in 34 communities and Hartland currently does not partake in this. The first sign was erected at Lapham Peak in 1916 and the most recent sign was placed in North Lake in 2020. Hartland has a long and proud history with several differentiating factors, and it is time to celebrate that history by placing a historical marker in a highly visible location relevant to the local history.

Copy has been prepared and approved by Ryan Wong, custodian of our local history at the Hartland Library and by Linda Hansen of the Waukesha County Historical Society. Copy was developed from materials written by Pam Weinhammer as she so passionately shared our history here in Hartland for many years. The sign would be manufactured, at the direction of the Historical Society, by their designated sign company to Historical Society standards and installed by Hartland DPW Department. The Hartland – Lake Country Rotary Club has approved sponsoring the sign and covering its cost.

Working with Rotary, we explored several locations in the community, including the Village Center Corner and the area along the Bark River by the covered bridge, but feel the location with both historical significance and the highest visibility is at the Splash Pad. Dave Felkner of Hartland DPW worked with us to suggest a location where they had already planned to do some work to improve drainage and it coincided with one of our recommendations. The 36" x 48" weather resistant metal sign will be easy to maintain, as it is embedded in drainage stone landscaping behind the curved wall facing the Bark River and thus will not require weed whacking. The location is across the Bark River from where the Hershey grist mill was located, which both fueled the growth of the community and led to the early name of Hersheyville, following the community inception as Warren.

We look forward to discussion of this matter at the Tuesday, July 6 meeting, seeking approval to move forward, and will work with the community on timing and a means to share this new community feature at an appropriate time.

36"W x 48"H
Double Sided

VILLAGE OF HARTLAND

The Potawatomi camped near here in the early 1800s. Returning in the 1840s, they called this area "Shabaquanake" or "a growing place", because western settlement had begun.

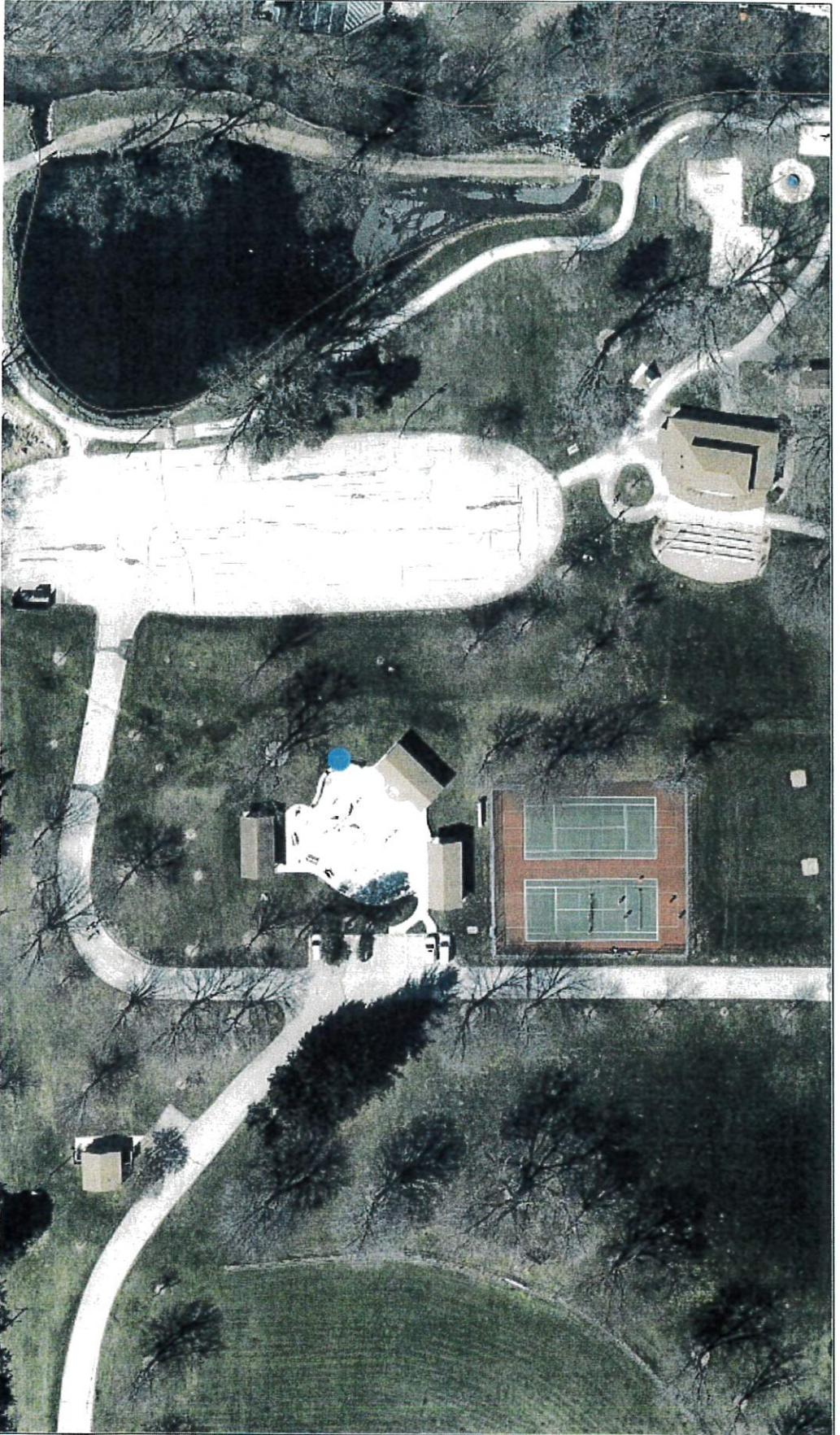
Stephen Warren, the first settler, walked to the area in 1838 along an Indian trail from Michigan, laying a homesteader claim. As the community grew, it became known as Warren. Warren was a founder of the First Congregational Church in 1842. By 1848, the Watertown Plank Road had been completed and farmers had a "highway" for bringing their grains to the Milwaukee breweries. Warren built his brick home along the road in 1853, which still stands at 235 East Capitol Drive. He built a saw mill and helped extend the Plank Road west.

Christian Hershey built a four story grist mill across the Bark River from this spot, a landmark which prompted the community to be known as Hersheyville.

The Milwaukee and Watertown Railroad reached Hartland in 1854, spurring further growth of the community and nearby lake resorts and peaking in 1909 with 65 trains in one day. Legend has it that an Englishman working on the tracks called this area Hartland, as it reminded him of the community of Hartland, Vermont.

Hartland remains "a growing place" today.

Waukesha County Historical Society
Hartland - Lake Country Rotary Club



Village of Hartland GIS

DISCLAIMER:

This map is not a survey of the actual boundary of any property this map depicts.

The Village of Hartland does not guarantee the accuracy of the material contained here in and is not responsible for any misuse or misrepresentation of this information or its derivatives.



SCALE: 1 = 83'



Village of Hartland
210 Cottonwood Ave
Hartland, WI 53029
262-367-2714

Print Date: 7/2/2021



**Village of Hartland
Administration**

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

Committee: Village Board	Date: July 7, 2021
Village Board Item Number: 6	Date: July 12, 2021
Submitted By: Kelli Yogerst, Recreation Director	Presenter: Dave Felkner, Interim DPW Director
Subject: Discussion and possible consideration on Food Truck Permit for F5 Funnel Cakes to sell at the Hartland Chamber Party in the Park on Saturday, July 24, 2021.	
Details: Attached is the permit F5 Funnel Cakes.	

Executive Recommendation:
Park and Recreation Board recommended the Village Board approve the Food Truck Permit for F5 Funnel Cakes.

Financial Remarks:
None at this time.

Options & Alternatives:
None at this time.



Village of Hartland

Mobile Food Facilities Application

210 Cottonwood Ave, Hartland, WI 53029
Office: (262) 367-2714 Fax: (262) 367-2430

Contact Information

Business Name F5 Funnel Cakes
 Business Owner Name Mary Kay Heidger
 Home/Cell Phone 262-488-3581 Email f5funnelcakes@aol.com
 Address 123 Merton Ave City/Zip 53029

- Copy of Proof of Insurance Provided
- Copy of Mobile Retail Food Facilities issued by Waukesha County or State of Wisconsin

Rental Information

Person/Group Reserving Park Facility Hartland Chamber of Commerce
 Event Date July 24, 2021 Event Type Public Event
 Arrival Time (include set-up time) 0600 Departure Time (include clean-up time) 23:59

Rental Fees

Rental Fee \$75

Check, cash and credit card are accepted (checks payable to **Village of Hartland**). Fees and deposits must be paid at the time of application.

Park Shelter/Open Space

- Bark River Park
- Fine Arts Center
- Nixon Park
- Open Space Reserved (describe area below)
- Centennial Park
- Hartbrook Park
- Penbrook Park

Application must be approved by the Village's Park and Recreation Board. I verify the information provided and agree to the Park Board's Policy and Village Ordinance regarding Park Usage.

Signature _____ Date _____
 Name (please print) _____

Rental Fee	75.00
Tax (5% on Rental Fee)	3.75
Total Due	78.75

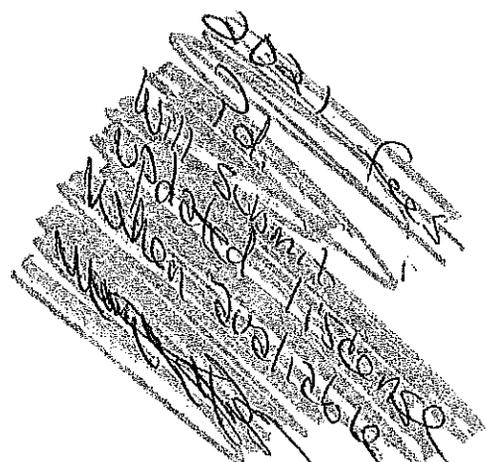


DEPARTMENT OF AGRICULTURE,
TRADE AND CONSUMER PROTECTION

License, Permit or Registration

a person, firm, or corporation shown below has complied with the Wisconsin statutes and is authorized to engage in the activity indicated.

ACTIVITY	EXPIRATION DATE	I.D. NUMBER
Mobile Very Small Non PH (44) - Food Sales < \$25K No PHF	30-Jun-2021	CJEY-AWLN2U
LICENSEE MAILING ADDRESS	NOT TRANSFERABLE	BUSINESS / ESTABLISHMENT ADDRESS
MARY KAY HEIDGER 123 MERTON AVE HARTLAND WI 53029		F5 FUNNEL CAKES 123 MERTON AVE HARTLAND WI 53029



Permits expire on June 30th; it is the responsibility of the licensee to make sure all applicable fees are paid by the department before July 1st or a late payment fee will be assessed.

If you do not receive a renewal form prior to June 30th from your licensing authority, you should send in your payment for renewing your permit to the following address:

WDATCP-LICENSE RENEWAL
DRAWER 296
MILWAUKEE, WI 53293-0296
(608)224-4720

Include the name of your facility and the ID number.



**Village of Hartland
Administration**

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

Committee: Village Board	Date: July 7, 2021
Village Board Item Number: 7	Date: July 12, 2021
Submitted By: Kelli Yogerst, Recreation Director	Presenter: Dave Felkner, DPW Interim Director

Subject:

Discussion and possible consideration on Food Truck Permit for Kona Ice to sell at the Hartland Chamber Party in the Park on Saturday, July 24, 2021.

Details:

Attached is the permit that were submitted.

Executive Recommendation:

Park and Recreation Board recommended the Village Board approve the Food Truck Permit for Kona Ice.

Financial Remarks:

None at this time.

Options & Alternatives:

None at this time.



Village of Hartland Mobile Food Facilities Application

210 Cottonwood Ave, Hartland, WI 53029
Office: (262) 367-2714 Fax: (262) 367-2430

Contact Information

Business Name Kona Ice
 Business Owner Name JAMIE STERKEN
 Home/Cell Phone 414 526 4291 Email jsterken@kona-ice.com
 Address 681 Shady Ln City/Zip 53066
 Copy of Proof of Insurance Provided
 Copy of Mobile Retail Food Facilities issued by Waukesha County or State of Wisconsin

Rental Information

Person/Group Reserving Park Facility Party in the Park
 Event Date 7/24/21 Event Type festival
 Arrival Time (include set-up time) 4pm Departure Time (include clean-up time) 9pm

Rental Fees

Rental Fee \$75

Check, cash and credit card are accepted (checks payable to Village of Hartland). Fees and deposits must be paid at the time of application.

Park Shelter/Open Space

- | | |
|---|---------------------------------------|
| <input type="radio"/> Bark River Park | <input type="radio"/> Centennial Park |
| <input type="radio"/> Fine Arts Center | <input type="radio"/> Hartbrook Park |
| <input checked="" type="radio"/> Nixon Park | <input type="radio"/> Penbrook Park |
| <input type="radio"/> Open Space Reserved (describe area below) | |

Application must be approved by the Village's Park and Recreation Board. I verify the information provided and agree to the Park Board's Policy and Village Ordinance regarding Park Usage.

[Signature]
Signature

5/20/21
Date

JAMIE STERKEN
Name (please print)

Rental Fee	<u>75.00</u>
Tax (5% on Rental Fee)	<u>3.75</u>
Total Due	<u>78.75</u>

Office Use Only: Date Paid 7-1-21 Amount Paid 75.00 Receipt # 228059 Processed [Signature]

Commercial General Liability Declarations

In return for the payment of the premium, and subject to all the terms of this Policy, we agree with you to provide the insurance as stated in this Policy.

Policy No.:	UDC-4327024-CGL-20	
Renewal of:	UDC-4327024-CGL-19	
Named Insured:	Mary Kay Heldger	
Address:	123 Merton Ave. Hartland, WI 53029	
Policy period:	From: November 11, 2020	To: November 11, 2021

At 12:01 A.M. (Standard Time) at the address shown above.

Form of Business:	Individual/Sole Proprietor	
Each Occurrence Limit:	\$1,000,000	
Damage to Premises Rented to You Limit:	\$100,000	Any one premises
Medical Expense Limit:	\$5,000	Any one person
Personal & Advertising Injury Limit:	\$1,000,000	Any one person or organization
General Aggregate Limit:	\$2,000,000	
Products/Completed Operations Aggregate Limit:	Products-completed operations are subject to the General Aggregate Limit	
Supplemental Business Personal Property Floater Coverage Limit:	\$0	
Supplemental Business Personal Property Floater Coverage Deductible:	Not Applicable	

All Premises You Own, Rent or Occupy

Premises Number:	1
Address:	123 Merton Ave. Hartland, WI 53029
Total Premium:	\$ 350.00
Attachments:	See attached Forms and Endorsements Schedule.

Individuals that can available over to rent



**Village of Hartland
Administration**

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

Committee: Village Board	Date: July 7, 2021
Village Board Item Number: 8	Date: July 12, 2021
Submitted By: Kelli Yogerst, Recreation Director	Presenter: Dave Felkner

Subject:

Discussion and possible consideration for food truck permit for Nothing Bundt Cakes to sell at the Hartland Chamber's Party in the Park on Saturday, July 24, 2021.

Details:

Attached is the Food Truck Permit for Northing Bundt Cakes. This permit **was not brought forth** to the Park and Recreation Park and Recreation Board meeting on Tuesday, July 6. Nothing Bundt Cakes was a last minute addition to the vendors who will be at the Hartland Chamber of Commerce event on Saturday, July 24.

Executive Recommendation:

None at this time.

Financial Remarks:

None at this time.

Options & Alternatives:

None at this time.



Village of Hartland Mobile Food Facilities Application

210 Cottonwood Ave, Hartland, WI 53029
Office: (262) 367-2714 Fax: (262) 367-2430

Contact Information

Business Name Nothing Bundt Cakes
 Business Owner Name MIKE DeJong
 Home/Cell Phone 262-955-4494 Email MIKE.DeJong@NothingbundtCakes.com
 Address 18000 W. Bluemound Rd Suite 617 City/Zip Brookfield 53015
 Copy of Proof of Insurance Provided Please send emails to
 - will email when we get it. Ashley@NBCBrookfield.com
 Copy of Mobile Retail Food Facilities Issued by Waukesha County or State of Wisconsin

Rental Information

Person/Group Reserving Park Facility Nothing Bundt Cakes - Ashley Roob
 Event Date Sat, July 24th Event Type Party in the park.
 Arrival Time (include set-up time) 3:30 pm Departure Time (include clean-up time) 12 pm

Rental Fees

Rental Fee \$75

Check, cash and credit card are accepted (checks payable to Village of Hartland). Fees and deposits must be paid at the time of application.

Park Shelter/Open Space

- Bark River Park
- Fine Arts Center
- Nixon Park
- Open Space Reserved (describe area below)
- Centennial Park
- Hartbrook Park
- Penbrook Park

Application must be approved by the Village's Park and Recreation Board. I verify the information provided and agree to the Park Board's Policy and Village Ordinance regarding Park Usage.

Ashley Roob
Signature

7-7-21
Date

Ashley Roob
Name (please print)

Rental Fee	<u>75</u>
Tax (5% on Rental Fee)	<u>3.75</u>
Total Due	<u>78.75</u>

Office Use Only:

Date Paid 7-7-21

Amount Paid 78.75

Receipt # 028288 Processed OR



**Village of Hartland
Administration**

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

Committee: Village Board	Date: 7/6/2021
Village Board Item Number: 9	Date: 7/12/2021
Submitted By: Dave Felkner, Operations Supervisor	
Subject: 2021 Paving Payment Application #2	

Details:

Wolf Paving Co. Inc. is seeking it's second payment for the sum of \$222,409.66 for work completed to date.

This is for the work completed on Industrial Drive, and stripping of the Downtown roads. Staff and R&M are satisfied with the work completed.

Financial Remarks:

\$222,409.66 is coming out of the Capital budget.

Options & Alternatives:

Executive Recommendation:

Village staff recommends the payment for the sum of \$222,409.66 to Wolf Paving Co. Inc. for work completed

Contractor's Application for Payment No. 2

Application Date: 6/30/2021	Application Period: 6/1/2021-6/30/2021
To (Owner): Village of Hartland	From (Contractor): Wolf Paving Co., Inc.
Contact: Dave Falkner	Via (Engineer): Ruekert & Mielke, Inc.
Project: 2021 Paving Program	Contact: Matthew Homess
Address: 612 North Sawyer Road Oconomowoc, Wisconsin 53066	Contact: Peter W. Gesch, EIT
Address: W233 N2080 Ridgeview Parkway Waukesha, WI 53188	
Owner's Contract No.:	Contractor's Project No.: 21.20047
	Engineer's Project No.: 09-10064.300

Change Order Summary

Number	Additions	Deductions (Enter as Positive Number)	
			1. ORIGINAL CONTRACT PRICE \$ <u>759,832.70</u>
			2. Net change by Change Orders \$ <u>-</u>
			3. CURRENT CONTRACT PRICE (Line 1 + Line 2) \$ <u>759,832.70</u>
			4. TOTAL COMPLETED TO DATE (Column 1 Total on Progress Estimates) \$ <u>570,190.55</u>
			5. RETAINAGE:
			a. 5% X <u>\$379,916.35</u> Work Completed \$ <u>18,995.82</u>
			6. RETAINAGE REDUCTION TO DATE (Enter as Positive Number) . \$ <u>-</u>
			7. AMOUNT ELIGIBLE TO DATE (Line 4 - Line 5a. + Line 6) \$ <u>551,194.73</u>
			8. LESS PREVIOUS PAYMENTS (Line 7 from Prior Application) \$ <u>328,785.07</u>
			9. AMOUNT DUE THIS APPLICATION \$ <u>222,409.66</u>
TOTALS			
NET CHANGE BY CHANGE ORDERS			

Contractor's Certification

The undersigned Contractor certifies that to the best of its knowledge:

(1) all previous progress payments received from Owner on account of Work done under the Contract have been applied on account to discharge Contractor's legitimate obligations incurred in connection with Work covered by prior Applications for Payment;

(2) title to all Work, materials and equipment incorporated in said Work or otherwise listed in or covered by this Application for Payment will pass to Owner per Article 15 of the General Conditions; and

(3) all Work covered by this Application for Payment is in accordance with the Contract Documents and is not defective.

By:  Date: 07/06/2021

Payment of: \$ \$222,409.66
(Line 9 or other - attach explanation of the other amount)

Recommended by: Peter W. Gesch 7/6/2021
(Engineer) (Date)

Payment of: \$ \$222,409.66
(Line 9 or other - attach explanation of the other amount)

Approved by: _____
(Owner) (Date)

Progress Estimate - Unit Price Work

Contractor's Application for Payment No.

2

For (Project): 2021 Paving Program								Application Date: 6/30/2021					
Application Period: 6/1/2021-6/30/2021								Owner's Contract No.:					
								Engineer's Project No.: 09-10064.300					
A	B	C	D	E	F	G		H		I	J	K	L
Item No.	Description	Unit	Estimated Quantity	Bid Unit Price	Bid Item Value (\$)	Work Completed Previously		Work Completed This Period		Total Work Completed to Date			
						Estimated Quantity Installed	Value of Work Installed (\$)	Estimated Quantity Installed	Value of Work Installed (\$)	Estimated Quantity Installed	Value of Work Installed (\$)		
North Avenue													
1	Traffic Control	L.S.	1	\$1,400.00	\$1,400.00	1.00	\$ 1,400.00		\$ -	1.00	\$ 1,400.00		
2	Erosion Control	L.S.	1	\$820.00	\$820.00	1.00	\$ 820.00		\$ -	1.00	\$ 820.00		
3	Mill & Remove 2 1/4-Inches Asphalt	S.Y.	7650	\$1.80	\$13,770.00	7,200.00	\$ 12,960.00		\$ -	7,200.00	\$ 12,960.00		
4	30-Inch Concrete Curb & Gutter Remove & Replace (High Early)	L.F.	250	\$50.50	\$12,625.00	360.00	\$ 18,180.00		\$ -	360.00	\$ 18,180.00		
5	4-Inch Concrete Sidewalk/ADA Ramp Replacement (High Early)	S.F.	350	\$9.00	\$3,150.00	199.00	\$ 1,791.00		\$ -	199.00	\$ 1,791.00		
6	Detectable Warning Field	S.F.	10	\$300.00	\$3,000.00	10.00	\$ 3,000.00		\$ -	10.00	\$ 3,000.00		
7	6-Inch Concrete Drive Approach Remove & Replace (High Early)	S.F.	350	\$9.00	\$3,150.00	307.00	\$ 2,763.00		\$ -	307.00	\$ 2,763.00		
8	Base Patching - Remove and Replace 12-Inch Material (If Necessary)	S.Y.	800	\$19.50	\$15,600.00	370.00	\$ 7,215.00		\$ -	370.00	\$ 7,215.00		
9	Route and Crack Sealing After Partial Depth Milling	L.F.	10,000	\$1.00	\$10,000.00	9,000.00	\$ 9,000.00		\$ -	9,000.00	\$ 9,000.00		
10	1-Foot Wide PETROTAC Fabric	S.Y.	500	\$9.50	\$4,750.00	500.00	\$ 4,750.00		\$ -	500.00	\$ 4,750.00		
11	3-Foot Wide PETROTAC Fabric	S.Y.	1,000	\$9.50	\$9,500.00	1,000.00	\$ 9,500.00		\$ -	1,000.00	\$ 9,500.00		
12	3-Inch Asphalt Binder, Base Repair (If Necessary)	S.Y.	800	\$12.00	\$9,600.00	370.00	\$ 4,440.00		\$ -	370.00	\$ 4,440.00		
13	2 1/2-Inch Asphalt Surface Course	TON	1,265	\$59.40	\$75,141.00	1,000.00	\$ 59,400.00		\$ -	1,000.00	\$ 59,400.00		
14	Remove & Replace Manhole Frame & Cover	EA.	3	\$1,200.00	\$3,600.00	3.00	\$ 3,600.00		\$ -	3.00	\$ 3,600.00		
15	Remove & Replace 2'x3' Catch Basin, Slurry Backfill	EA.	1	\$4,500.00	\$4,500.00		\$ -		\$ -		\$ -		
16	Adjust Valve Box	EA.	8	\$500.00	\$4,000.00		\$ -		\$ -		\$ -		
17	Adjust Manhole	EA.	5	\$950.00	\$4,750.00	2.00	\$ 1,900.00		\$ -	2.00	\$ 1,900.00		
18	Adjust Utility Manhole	EA.	3	\$1,500.00	\$4,500.00	1.00	\$ 1,500.00		\$ -	1.00	\$ 1,500.00		
19	Epoxy Striping - 18-Inch Stop Bar - White	L.F.	45	\$11.75	\$528.75	45.00	\$ 528.75		\$ -	45.00	\$ 528.75		
20	Epoxy Striping - 6-Inch White Crosswalk/Lane Channelization	L.F.	450	\$3.95	\$1,777.50	450.00	\$ 1,777.50		\$ -	450.00	\$ 1,777.50		
21	Epoxy Striping - 4-Inch White/Yellow	L.F.	4,150	\$2.65	\$10,997.50	4,150.00	\$ 10,997.50		\$ -	4,150.00	\$ 10,997.50		
22	Epoxy Striping - Symbols & Arrows	EA.	2	\$255.00	\$510.00	2.00	\$ 510.00		\$ -	2.00	\$ 510.00		
23	Restoration - Topsoil & Sod	S.Y.	150	\$16.00	\$2,400.00	100.00	\$ 1,600.00		\$ -	100.00	\$ 1,600.00		
TOTAL OF ALL ESTIMATED PRICES (ITEMS 1 - 23)						\$200,069.75		\$ 157,632.75		\$ -		\$ 157,632.75	
E. Capitol Drive													
24	Traffic Control	L.S.	1	\$1,400.00	\$1,400.00	1.00	\$ 1,400.00		\$ -	1.00	\$ 1,400.00		
25	Erosion Control	L.S.	1	\$800.00	\$800.00	1.00	\$ 800.00		\$ -	1.00	\$ 800.00		
26	Mill & Remove 2 1/4-Inches Asphalt	S.Y.	6,235	\$2.04	\$12,719.40	5,650.00	\$ 11,526.00		\$ -	5,650.00	\$ 11,526.00		
27	30-Inch Concrete Curb & Gutter Remove & Replace (High Early)	L.F.	140	\$50.50	\$7,070.00	150.00	\$ 7,575.00		\$ -	150.00	\$ 7,575.00		
28	6-Inch Concrete Drive Approach Remove & Replace (High Early)	S.F.	75	\$9.00	\$675.00		\$ -		\$ -		\$ -		
29	4-Inch Concrete Sidewalk Replacement (High Early Strength)	S.F.	200	\$9.00	\$1,800.00	200.00	\$ 1,800.00		\$ -	200.00	\$ 1,800.00		
30	Base Patching - Remove and Replace 12-Inch Material (If Necessary)	S.Y.	700	\$19.50	\$13,650.00	935.00	\$ 18,232.50		\$ -	935.00	\$ 18,232.50		
31	Route and Crack Sealing After Partial Depth Milling	L.F.	7,000	\$1.00	\$7,000.00	6,500.00	\$ 6,500.00		\$ -	6,500.00	\$ 6,500.00		
32	1-Foot Wide PETROTAC Fabric	S.Y.	350	\$9.50	\$3,325.00	350.00	\$ 3,325.00		\$ -	350.00	\$ 3,325.00		
33	3-Foot Wide PETROTAC Fabric	S.Y.	675	\$9.50	\$6,412.50	675.00	\$ 6,412.50		\$ -	675.00	\$ 6,412.50		
34	3-Inch Asphalt Binder, Base Repair (If Necessary)	S.Y.	700	\$12.50	\$8,750.00	935.00	\$ 11,687.50		\$ -	935.00	\$ 11,687.50		
35	2 1/2-Inch Asphalt Surface Course	TON	1,050	\$59.40	\$62,370.00	712.00	\$ 42,292.80		\$ -	712.00	\$ 42,292.80		

Progress Estimate - Unit Price Work

Contractor's Application for Payment No.

2

For (Project): 2021 Paving Program								Application Date: 6/30/2021					
Application Period: 6/1/2021-6/30/2021								Owner's Contract No.:					
								Engineer's Project No.: 09-10064.300					
A	B	C	D	E	F	G		H		I	J	K	L
Item No.	Description	Unit	Estimated Quantity	Bid Unit Price	Bid Item Value (\$)	Work Completed Previously		Work Completed This Period		Total Work Completed to Date			
						Estimated Quantity Installed	Value of Work Installed (\$)	Estimated Quantity Installed	Value of Work Installed (\$)	Estimated Quantity Installed	Value of Work Installed (\$)		
36	Repair Sanitary Manhole - Slurry Backfill	V.F.	1.9	\$2,100.00	\$3,990.00	1.90	\$ 3,990.00		\$ -	1.90	\$ 3,990.00		
37	Repair Storm Inlet - Slurry Backfill	V.F.	0.5	\$1,600.00	\$800.00	0.40	\$ 640.00		\$ -	0.40	\$ 640.00		
38	Replace Additional Adjusting Rings (Inlet or Manhole)	V.F.	1	\$900.00	\$900.00	0.93	\$ 837.00		\$ -	0.93	\$ 837.00		
39	Remove & Replace Valve Box Top Section (slurry backfill)	EA.	4	\$1,500.00	\$6,000.00		\$ -		\$ -		\$ -		
40	Adjust Valve Box	EA.	18	\$900.00	\$16,200.00		\$ -		\$ -		\$ -		
41	Adjust Manhole	EA.	13	\$950.00	\$12,350.00	6.00	\$ 5,700.00		\$ -	6.00	\$ 5,700.00		
42	Adjust Utility Manhole	EA.	6	\$1,500.00	\$9,000.00	1.00	\$ 1,500.00		\$ -	1.00	\$ 1,500.00		
43	Epoxy Striping - 18-Inch Stop Bar - White	L.F.	100	\$11.75	\$1,175.00	100.00	\$ 1,175.00		\$ -	100.00	\$ 1,175.00		
44	Epoxy Striping - 12-Inch Crosswalk w/ Diagonal Hatch	L.F.	530	\$7.95	\$4,213.50	530.00	\$ 4,213.50		\$ -	530.00	\$ 4,213.50		
45	Epoxy Striping - 6-Inch White Crosswalk/Lane Channelization	L.F.	400	\$3.95	\$1,580.00	400.00	\$ 1,580.00		\$ -	400.00	\$ 1,580.00		
46	Epoxy Striping - 4-Inch White/Yellow	L.F.	3,400	\$2.65	\$9,010.00	3,400.00	\$ 9,010.00		\$ -	3,400.00	\$ 9,010.00		
47	Epoxy Striping - Symbols & Arrows	EA.	4	\$255.00	\$1,020.00	4.00	\$ 1,020.00		\$ -	4.00	\$ 1,020.00		
48	Restoration - Topsoil & Sod	S.Y.	50	\$20.00	\$1,000.00		\$ -		\$ -		\$ -		
TOTAL OF ALL ESTIMATED PRICES (ITEMS 24 - 48)					\$193,210.40		\$ 141,216.80		\$ -		\$ 141,216.80		
S. Industrial Drive													
49	Traffic Control	L.S.	1	\$500.00	\$500.00		\$ -	1.00	\$ 500.00	1.00	\$ 500.00		
50	Erosion Control	L.S.	1	\$200.00	\$200.00		\$ -	1.00	\$ 200.00	1.00	\$ 200.00		
51	Pulverize & Reshape	S.Y.	6,225	\$1.35	\$8,403.75		\$ -	9,284.00	\$ 12,533.40	9,284.00	\$ 12,533.40		
52	Remove Excess Material	S.Y.	6,225	\$1.15	\$7,158.75		\$ -	9,284.00	\$ 10,676.60	9,284.00	\$ 10,676.60		
53	30-Inch Concrete Curb & Gutter Remove & Replace	L.F.	100	\$50.50	\$5,050.00		\$ -	100.00	\$ 5,050.00	100.00	\$ 5,050.00		
54	30-Inch Concrete Curb & Gutter (E. Industrial)	L.F.	200	\$47.00	\$9,400.00		\$ -	198.00	\$ 9,306.00	198.00	\$ 9,306.00		
55	Construct Concrete Curb Flume (E. Industrial)	EA.	2	\$500.00	\$1,000.00		\$ -	2.00	\$ 1,000.00	2.00	\$ 1,000.00		
56	Base Patching (Remove and Replace 12-Inch Material)	S.Y.	4,000	\$19.00	\$76,000.00		\$ -	520.00	\$ 9,880.00	520.00	\$ 9,880.00		
57	3-Inch Asphalt Binder	S.Y.	6,225	\$9.20	\$57,270.00		\$ -	9,284.00	\$ 85,412.80	9,284.00	\$ 85,412.80		
58	2-Inch Asphalt Surface Course	S.Y.	6,225	\$6.85	\$42,641.25		\$ -	9,284.00	\$ 63,595.40	9,284.00	\$ 63,595.40		
59	3-Inch Asphalt Drive Approach Remove & Replace	S.Y.	60	\$6.85	\$411.00		\$ -		\$ -		\$ -		
60	Adjust Valve Box	EA.	6	\$500.00	\$3,000.00		\$ -		\$ -		\$ -		
61	Adjust Manhole	EA.	7	\$950.00	\$6,650.00		\$ -	8.00	\$ 7,600.00	8.00	\$ 7,600.00		
62	Epoxy Striping - 6-Inch White Crosswalk	L.F.	64	\$3.95	\$252.80		\$ -	64.00	\$ 252.80	64.00	\$ 252.80		
63	Epoxy Striping - 4-Inch Yellow	L.F.	200	\$2.65	\$530.00		\$ -	200.00	\$ 530.00	200.00	\$ 530.00		
64	Restoration - Topsoil & Sod	S.Y.	75	\$20.00	\$1,500.00		\$ -	125.00	\$ 2,500.00	125.00	\$ 2,500.00		
65	Shouldering, Crushed Asphalt Millings	TON	175	\$23.00	\$4,025.00		\$ -	68.00	\$ 1,564.00	68.00	\$ 1,564.00		
TOTAL OF ALL ESTIMATED PRICES (ITEMS 49 - 65)					\$223,992.55		\$ -		\$ 210,601.00		\$ 210,601.00		
Lawn Street Path Realignment													
66	Erosion Control	L.S.	1	\$1,380.00	\$1,380.00	1.00	\$ 1,380.00		\$ -	1.00	\$ 1,380.00		
67	Remove Existing Railing	L.F.	50	\$12.00	\$600.00	50.00	\$ 600.00		\$ -	50.00	\$ 600.00		
68	Remove Existing Asphalt	S.Y.	210	\$8.00	\$1,680.00	225.00	\$ 1,800.00		\$ -	225.00	\$ 1,800.00		
69	Construct Pathway to Subgrade	L.S.	1	\$2,800.00	\$2,800.00	1.00	\$ 2,800.00		\$ -	1.00	\$ 2,800.00		

Progress Estimate - Unit Price Work

Contractor's Application for Payment No.

For (Project): 2021 Paving Program							Application Date: 6/30/2021				
Application Period: 6/1/2021-6/30/2021							Owner's Contract No.:				
							Engineer's Project No.: 09-10064.300				
A	B	C	D	E	F	G		I	J	K	L
Item No.	Description	Unit	Estimated Quantity	Bid Unit Price	Bid Item Value (\$)	Work Completed Previously		Work Completed This Period		Total Work Completed to Date	
						Estimated Quantity Installed	Value of Work Installed (\$)	Estimated Quantity Installed	Value of Work Installed (\$)	Estimated Quantity Installed	Value of Work Installed (\$)
70	6-inch Crushed Aggregate Base Course	TON	70	\$30.00	\$2,100.00	191.00	\$ 5,730.00		\$ -	191.00	\$ 5,730.00
71	3-Inch Asphalt Trail	S.Y.	200	\$28.00	\$5,600.00	225.00	\$ 6,300.00		\$ -	225.00	\$ 6,300.00
72	Grade & Match Existing Side Slopes	L.S.	1	\$2,000.00	\$2,000.00	1.00	\$ 2,000.00		\$ -	1.00	\$ 2,000.00
73	Restoration - Topsoil, Seed & Erosion Mat	S.Y.	500	\$7.00	\$3,500.00	250.00	\$ 1,750.00		\$ -	250.00	\$ 1,750.00
TOTAL OF ALL ESTIMATED PRICES (ITEMS 66 - 73)					\$19,660.00		\$ 22,360.00		\$ -		\$ 22,360.00
Asphalt Pavement Patching											
74	Asphalt Pavement Patching - Misc. Areas	S.Y.	550	\$65.00	\$35,750.00		\$ -		\$ -		\$ -
75	Asphalt Pavement Patching - E. Industrial Drive	S.Y.	500	\$65.00	\$32,500.00		\$ -		\$ -		\$ -
TOTAL OF ALL ESTIMATED PRICES (ITEMS 74 - 75)					\$68,250.00		\$ -		\$ -		\$ -
Common to All Project Areas											
76	Remove and Replace Valve Box Top Section (If needed)	EA.	15	\$1,500.00	\$22,500.00	15.00	\$ 22,500.00	9.00	\$ 13,500.00	24.00	\$ 36,000.00
77	Excavation Below Subgrade (EBS) (If needed)	C.Y.	70	\$28.00	\$1,960.00	85.00	\$ 2,380.00		\$ -	85.00	\$ 2,380.00
78	Geotextile Fabric (If needed)	S.Y.	200	\$1.85	\$370.00		\$ -		\$ -		\$ -
79	Excavation Below Subgrade (EBS) Backfill (If needed)	TON	140	\$23.00	\$3,220.00		\$ -		\$ -		\$ -
80	Crushed Aggregate Base Course (If needed)	TON	80	\$20.00	\$1,600.00		\$ -		\$ -		\$ -
81	Allowance for Additional Work (If needed)	L.S.	1	\$25,000.00	\$25,000.00		\$ -		\$ -		\$ -
TOTAL OF ALL ESTIMATED PRICES (ITEMS 76 - 81)					\$54,650.00		\$ 24,880.00		\$ 13,500.00		\$ 38,380.00
TOTAL OF ALL ESTIMATED PRICES					\$759,832.70		\$ 346,089.55		\$ 224,101.00		\$ 570,190.55
ADDITIONAL ITEMS											
					\$ -		\$ -		\$ -		\$ -
					\$ -		\$ -		\$ -		\$ -
TOTAL ADDITIONAL ITEMS					\$ -		\$ -		\$ -		\$ -
TOTAL ALL ITEMS					\$ 759,832.70		\$ 346,089.55		\$ 224,101.00		\$ 570,190.55



**Village of Hartland
Administration**

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

Committee: Village Board	Date: 7/7/2021
Village Board Item Number: 10	Date: 7/12/2021
Submitted By: Dave Felkner, Interim DPW Director	
Subject: Municipal Separate Storm Sewer System (MS4) Report	

Details: The MS4 is required by the DNR Wisconsin Administration Code NR216.07. This storm water permit is for municipalities to report and track what is being discharged through the storm sewer system. The form also tracks inspection and maintenance of outfalls (31) and ponds(9). There are other important documentations the DNR requires from the Village not to exclude education or construction site inspections.

Financial Remarks: \$1,500.00 was paid to R&M for submitting of the MS4 to the DNR.

Options & Alternatives: It is mandatory to complete this permit per the Wisconsin DNR. This is an annual requirement.

Executive Recommendation: This is for Village Board review.

Submittal of Annual Reports and Other Compliance Documents for Municipal Separate Storm Sewer System (MS4) Permits

NOTE: Missing or incomplete fields are highlighted at the bottom of each page. You may save, close and return to your draft permit as often as necessary to complete your application. After 120 days your draft is **deleted**.

Reporting Information

Will you be completing the Annual Report or other submittal type? Annual Report Other

Project Name: Village of Hartland MS4 Annual Report

County: Waukesha

Municipality: Hartland, Village

Permit Number: S050075

Facility Number: 31273

Reporting Year: 2020

Is this submittal also satisfying an Urban Nonpoint Source Grant funded deliverable? Yes No

Required Attachments and Supplemental Information

Please complete the contents of each tab to submit your MS4 permit compliance document. The information included in this checklist is necessary for a complete submittal. A complete and detailed submittal will help us review about your MS4 permit document. To help us make a decision in the shortest amount of time possible, the following information must be submitted:

Annual Report

- Review related web site and instructions for [Municipal storm water permit eReporting](#) [Exit Form]
- Complete all required fields on the annual report form and upload required attachments
- Attach the following other supporting documents as appropriate using the attachments tab above
 - Public Education and Outreach Annual Report Summary
 - Public Involvement and Participation Annual Report Summary
 - Illicit Discharge Detection and Elimination Annual Report Summary
 - Construction Site Pollution Control Annual Report Summary
 - Post-Construction Storm Water Management Annual Report Summary
 - Pollution Prevention Annual Report Summary
 - Leaf and Yard Waste Management
 - Municipal Facility (BMP) Inspection Report
 - Municipal Property SWPPP
 - Municipally Property Inspection Report
 - Winter Road Maintenance
 - Storm Sewer Map Annual Report Attachment
 - Storm Water Quality Management Annual Report Attachment
 - TMDL Attachment
 - Storm Water Consortium/Group Report

- Municipal Cooperation Attachment
- Other Annual Report Attachment

- Attach the following permit compliance documents as appropriate using the attachments tab above
 - Storm Water Management Program (*S050075-03 General Permit and S058416-04 Madison Area Group Permit shall have a written storm water management program that describes in detail how the permittee intends to comply with the permit requirements for each minimum control measure. Updated programs are due to the department by March 31, 2021.*)
 - Public Education and Outreach Program
 - Public Involvement and Participation Program
 - Illicit Discharge Detection and Elimination Program
 - Construction Site Pollutant Control Program
 - Post-Construction Storm Water Management Program
 - Pollution Prevention Program
 - Municipal Storm Water Management Facility (BMP) Inventory (*S050075-03 General Permit and S058416-04 Madison Area Group Permit 2.6.1 - inventory due to the department by March 31, 2021.*)
 - Municipal Storm Water Management Facility (BMP) Inspection and Maintenance Plan (*S050075-03 General Permit and S058416-04 Madison Area Group Permit 2.6.2 – document due to the department by March 31, 2021.*)
 - Total Maximum Daily Load documents (**if applicable, see permit for due dates.*)
 - TMDL Mapping*
 - TMDL Modeling*
 - TMDL Implementation Plan*
 - Fecal Coliform Screening Parameter *
 - Fecal Coliform Inventory and Map (*S050075-03 general permittees Appendix B B.5.2 – document due to the department by March 31, 2022*)
 - Fecal Coliform Source Elimination Plan (*S050075-03 general permittees Appendix B - document due to the department by October 31,2023*)

- Sign and Submit form

Municipal Contact Information- Complete

Notice: Pursuant to s. NR 216.07(8), Wis. Adm. Code, an owner or operator of a Municipal Separate Storm Sewer System (MS4) is required to submit an annual report to the Department of Natural Resources (Department) by March 31 of each year to report on activities for the previous calendar year ("reporting year"). This form is being provided by the Department for the user's convenience for reporting on activities undertaken in each reporting year of the permit term. Personal information collected will be used for administrative purposes and may be provided to the extent required by Wisconsin's Open Records Law [ss. 19.31-19.39, Wis. Stats.].

Note: Compliance items must be submitted using the Attachments tab.

Municipality Information

Name of Municipality: Hartland, Village

Facility ID # or (FIN): 31273

Updated Information: Check to update mailing address information

Mailing Address: 210 Cottonwood Avenue

Mailing Address 2:

City: Hartland

State: Wisconsin

Zip Code: 53029 xxxxx or xxxxx-xxxx

Primary Municipal Contact Person (Authorized Representative for MS4 Permit)

The "Authorized Representative" or "Authorized Municipal Contact" includes the municipal official that was charged with compliance and oversight of the permit conditions, and has signature authority for submitting permit documents to the Department (i.e., Mayor, Municipal Administrator, Director of Public Works, City Engineer).

Select to **create new** primary contact

First Name: Dave

Last Name: Felkner

Select to **update** current contact information

Title: Village Utilities

Mailing Address: 210 Cottonwood Ave.

Mailing Address 2:

City: Hartland

State: WI

Zip Code: 53029-0200 xxxxx or xxxxx-xxxx

Phone Number: 414-630-8168 Ext: xxx-xxx-xxxx

Email: davef@villageofhartland.com

Additional Contacts Information (Optional)

- I&E Program
- IDDE Program
- IDDE Response Procedure Manual

**Individual with responsibility for:
(Check all that apply)**

- Municipal-wide Water Quality Plan
- Ordinances
- Pollution Prevention Program
- Post-Construction Program
- Winter roadway maintenance

First Name:

Last Name:

Title:

Mailing Address:

Mailing Address 2:

City:

State:

Zip Code:

 xxxxx or xxxxx-xxxx

Phone Number:

 Ext: xxx-xxx-xxxx

Email:

1. Does the municipality rely on another entity to satisfy some of the permit requirements?

Yes No

Public Education and Outreach Waukesha County Storm Water Program

Public Involvement and Participation Waukesha County Storm Water Program

Illicit Discharge Detection and Elimination _____

Construction Site Pollutant Control _____

Post-Construction Storm Water Management _____

Pollution Prevention

2. Has there been any changes to the municipality's participation in group efforts towards permit compliances (i.e., the municipality has added or dropped consortium membership)?

Yes No

Minimum Control Measures- Section 1 : Complete**1. Public Education and Outreach**

a. Complete the following information on Public Education and Outreach Activities related to storm water. Select the Delivery Mechanism that best describes how the topics were conveyed to your population. Use the Add Event to add additional entries.

Event Start Date	1/1/2020		
Project/Event Name	Multiple Events		
Delivery Mechanism	Other		*Active
Topics Covered	Target Audience	Estimated People Reached (Optional)	Regional Effort (Optional)
<input checked="" type="checkbox"/> Illicit discharge detection and elimination <input checked="" type="checkbox"/> Household hazardous waste disposal/pet waste management/vehicle washing <input checked="" type="checkbox"/> Yard waste management/pesticide and fertilizer application <input checked="" type="checkbox"/> Stream and shoreline management <input checked="" type="checkbox"/> Residential infiltration <input checked="" type="checkbox"/> Construction sites and post-construction storm water management <input checked="" type="checkbox"/> Pollution prevention <input checked="" type="checkbox"/> Green infrastructure/low impact development <input type="checkbox"/> Other: <input type="text"/>	<input checked="" type="checkbox"/> General Public <input type="checkbox"/> Public Employees <input type="checkbox"/> Residents <input checked="" type="checkbox"/> Businesses <input checked="" type="checkbox"/> Contractors <input checked="" type="checkbox"/> Developers <input type="checkbox"/> Industries <input type="checkbox"/> Other	101 +	<input checked="" type="radio"/> Yes <input type="radio"/> No

b. Brief explanation on Public Education and Outreach reporting. *Limit response to 250 characters and/or attach supplemental information on the attachments page.*

See attached Waukesha County Education Group spreadsheet for regional effort.

Minimum Control Measures - Section 2 : Complete**2. Public Involvement and Participation**

a. Permit Activities. Complete the following information on Public Involvement and Participation Activities related to storm water. Select the Delivery Mechanism that best describes how the permit activities were conveyed to your population. Use the Add Event to add additional entries.

Event Start Date	9/1/2020		
Project/Event Name	Smart Salting Workshop		
Delivery Mechanism	Public Workshop		
Topics Covered	Target Audience	Estimated People Reached (Optional)	Regional Effort (Optional)

<input type="checkbox"/> MS4 Annual Report	<input type="checkbox"/> General Public <input checked="" type="checkbox"/>	Select...	<input type="radio"/> Yes <input type="radio"/> No
<input type="checkbox"/> Storm Water Management Program	Public Employees		
<input type="checkbox"/> Storm Water related ordinance	<input type="checkbox"/> Residents		
<input checked="" type="checkbox"/> Other:	<input type="checkbox"/> Businesses		
Salt reduction methods	<input type="checkbox"/> Contractors		
	<input type="checkbox"/> Developers		
	<input type="checkbox"/> Industries		
	<input type="checkbox"/> Other		

Event Start Date	3/1/2020
Project/Event Name	Green Home Make Over
Delivery Mechanism	Public Workshop

Topics Covered	Target Audience	Estimated People Reached (Optional)	Regional Effort (Optional)
<input type="checkbox"/> MS4 Annual Report <input type="checkbox"/> Storm Water Management Program <input type="checkbox"/> Storm Water related ordinance <input checked="" type="checkbox"/> Other: Green infrastructure for residential ho...	<input checked="" type="checkbox"/> General Public <input type="checkbox"/> Public Employees <input type="checkbox"/> Residents <input type="checkbox"/> Businesses <input type="checkbox"/> Contractors <input type="checkbox"/> Developers <input type="checkbox"/> Industries <input type="checkbox"/> Other	51-100	<input checked="" type="radio"/> Yes <input type="radio"/> No

Event Start Date	5/1/2020
Project/Event Name	Stormwater Workshop
Delivery Mechanism	Public Workshop

Topics Covered	Target Audience	Estimated People Reached (Optional)	Regional Effort (Optional)
<input type="checkbox"/> MS4 Annual Report <input checked="" type="checkbox"/> Storm Water Management Program <input checked="" type="checkbox"/> Storm Water related ordinance <input type="checkbox"/> Other:	<input type="checkbox"/> General Public <input type="checkbox"/> Public Employees <input type="checkbox"/> Residents <input type="checkbox"/> Businesses <input checked="" type="checkbox"/> Contractors <input checked="" type="checkbox"/> Developers <input type="checkbox"/> Industries <input type="checkbox"/> Other	101 +	<input checked="" type="radio"/> Yes <input type="radio"/> No

b. Volunteer Activities. Complete the following information on Public Involvement and Participation Activities related to storm water. Select the Delivery Mechanism that best describes how volunteer activities were conveyed to your population. Use the Add Event to add additional entries.

Event Start Date	5/1/2020
Project/Event Name	WAV
Delivery Mechanism	Stream monitoring

Topics Covered	Target Audience	Estimated People Reached (Optional)	Regional Effort (Optional)
Volunteer Opportunity	<input checked="" type="checkbox"/> General Public <input type="checkbox"/> Public Employees <input type="checkbox"/> Residents	11-50	<input checked="" type="radio"/> Yes <input type="radio"/> No

	<input type="checkbox"/> Businesses <input type="checkbox"/> Contractors <input type="checkbox"/> Developers <input type="checkbox"/> Industries <input type="checkbox"/> Other			
--	---	--	--	--

Event Start Date	7/1/2020
Project/Event Name	Adopt A Drain
Delivery Mechanism	Storm drain stenciling

Topics Covered	Target Audience	Estimated People Reached (Optional)	Regional Effort (Optional)
Volunteer Opportunity	<input checked="" type="checkbox"/> General Public <input type="checkbox"/> Public Employees <input type="checkbox"/> Residents <input type="checkbox"/> Businesses <input type="checkbox"/> Contractors <input type="checkbox"/> Developers <input type="checkbox"/> Industries <input type="checkbox"/> Other	51-100	<input checked="" type="radio"/> Yes <input type="radio"/> No

Event Start Date	7/1/2020
Project/Event Name	Asian Clam Monitoring
Delivery Mechanism	Public Workshop

Topics Covered	Target Audience	Estimated People Reached (Optional)	Regional Effort (Optional)
Volunteer Opportunity	<input checked="" type="checkbox"/> General Public <input type="checkbox"/> Public Employees <input type="checkbox"/> Residents <input type="checkbox"/> Businesses <input type="checkbox"/> Contractors <input type="checkbox"/> Developers <input type="checkbox"/> Industries <input type="checkbox"/> Other	1 - 10	<input checked="" type="radio"/> Yes <input type="radio"/> No

c. Brief explanation on Public Involvement and Participation reporting. *Limit response to 250 characters and/or attach supplemental information on the attachments page.*

The Village partners with Waukesha County Stormwater Group to meet Public Involvement & Participation goals.

- a. How many total outfalls does the municipality have? Unsure
- b. How many outfalls did the municipality evaluate as part of their routine ongoing field screening program? Unsure
- c. From the municipality's routine screening, how many were confirmed illicit discharges? Unsure
-
- d. How many illicit discharge complaints did the municipality receive? Unsure
- e. From the complaints received, how many were confirmed illicit discharges? Unsure
-
- f. How many of the identified illicit discharges did the municipality eliminate in the reporting year (from both routine screening and complaints)? Unsure

(If the sum of 3.c. and 3.e. does not equal 3.f., please explain below.)

- g. How many of the following enforcement mechanisms did the municipality use to enforce its illicit discharge ordinance? Check all that apply and enter the number of each used in the reporting year. Unsure

- Verbal Warning
- Written Warning (including email)
- Notice of Violation
- Civil Penalty/ Citation

Additional Information: _____

- h. Brief explanation on Illicit Discharge Detection and Elimination reporting. *If you marked Unsure for any questions above, justify the reasoning. Limit response to 250 characters and/or attach supplemental information on the attachments page.*

Outfall IDDE screening was not performed in 2020 but is planned for August 2021. The Village did conduct routine visual inspections of all 31 outfalls in 2020.

Form 3400-224 (09/20)

Minimum Control Measures - Section 4 : Complete

4. Construction Site Pollutant Control

- a. How many total construction sites with one acre or more of land disturbing construction activity were active at any point in the reporting year? Unsure
- b. How many construction sites with one acre or more of land disturbing construction activity did the municipality issue permits for in the reporting year? Unsure
- c. How many erosion control inspections did the municipality complete in the reporting year? Unsure
-
- d. What types of enforcement actions does the municipality have available to compel compliance with the regulatory mechanism? Check all that apply and enter the number of each used in the reporting year. Unsure

- No Authority
- Verbal Warning
- Written Warning (including email)
- Notice of Violation
- Civil Penalty/ Citation
- Stop Work Order
- Forfeiture of Deposit
- Other - Describe below

e. Brief explanation on Construction Site Pollutant Control reporting . *If you marked Unsure for any questions above, justify the reasoning. Limit response to 250 characters and/or attach supplemental information on the attachments page.*

Permits for active sites were issued the prior year, no new permits were issued in 2020.

Minimum Control Measures - Section 5 : Complete

5. Post-Construction Storm Water Management

a. How many sites with new structural storm water management facilities* have received local approval ? Unsure

*Engineered and constructed systems that are designed to provide storm water quality control such as wet detention ponds, constructed wetlands, infiltration basins, grassed swales, permeable pavement, catch basin sumps, etc.

b. Does the municipality utilize privately owned storm water management facilities in its pollutant reduction analysis? Yes No Unsure

c. If Yes, How many privately owned storm water management facilities were inspected in the reporting year ? Unsure

Inspections completed by private land owners should be included in the reported number.

d. What types of enforcement actions does the municipality have available to compel compliance with the regulatory mechanism? Check all that apply and enter the number of each used in the reporting year. Unsure

- No Authority
- Verbal Warning
- Written Warning (including email)
- Notice of Violation
- Civil Penalty/ Citation
- Forfeiture of Deposit
- Complete Maintenance
- Bill Responsible Party
- Other - Describe below

- e. Brief explanation on Post-Construction Storm Water Management reporting. *If marked 'Unsure' on any questions above, justify your reasoning. Limit your response to 250 characters and/or attach supplemental information on the attachments page.*

The Village continues to follow the ordinance requirements when reviewing post-construction storm water management for new and redevelopment.

Form 3400-224 (09/20)

Minimum Control Measures - Section 6 : Complete

6. Pollution Prevention

Storm Water Management Facility Inspections Not Applicable

- a. Enter the total number of municipally owned or operated structural storm water management facilities ? Unsure
- b. How many new municipally owned storm water management facilities were installed in the reporting year ? Unsure
- c. How many municipally owned storm water management facilities were inspected in the reporting year? Unsure
- d. What elements are looked at during inspections (250 character limit)?

Inlet and outfall structure, berm, weir, vegetation, etc.

- e. How many of these facilities required maintenance? Unsure
- f. Brief explanation on Storm Water Management Facility inspection reporting. *If you marked Unsure for any questions above, justify the reasoning. Limit response to 250 characters and/or attach supplemental information on the attachments page.*

Storm water facility inspections occur routinely, at least once per permit term.

Public Works Yards & Other Municipally Owned Properties (SWPPP Plan Review) Not Applicable

- g. How many municipal properties require a SWPPP? Unsure
- h. How many inspections of municipal properties have been conducted in the reporting year? Unsure
- i. Have amendments to the SWPPPs been made?
 Yes No Unsure
- j. If yes, describe what changes have been made. Limit response to 250 characters and/or attach supplemental information on the attachment page:

There has been a change to the DPW staff person responsible, the change is reflected on the attached updated DPW SWPPP.

- k. Brief explanation on Storm Water Pollution Prevention Plan reporting. *If you marked Unsure for any questions above, justify the reasoning. Limit response to 250 characters and/or attach supplemental information on the attachments page.*

The Village practices ongoing efforts to manage storm water on municipal sites as described in the SWPPP. No spills were reported in 2020 and cleaning/maintenance occurred as needed.

Collection Services - *Street Sweeping / Cleaning Program* Not Applicable

- l. Did the municipality conduct street sweeping/cleaning during the reporting year?
 Yes No Unsure
- m. If known, how many tons of material was removed? Unsure
- n. Does the municipality have a low hazard exemption for this material? Yes No
- o. If street cleaning is identified as a storm water best management practice in the pollutant loading analysis, was street cleaning completed at the assumed frequency?
 Yes - Explain frequency Once per week in fall.
 No - Explain _____
 Not Applicable

Collection Services - *Catch Basin Sump Cleaning Program* Not Applicable

- p. Did the municipality conduct catch basin sump cleaning during the reporting year? Yes No Unsure
- q. How many catch basin sumps were cleaned in the reporting year? Unsure
- r. If known, how many tons of material was collected? Unsure
- s. Does the municipality have a low hazard exemption for this material? Yes No
- t. If catch basin sump cleaning is identified as a storm water best management practice in the pollutant loading analysis, was cleaning completed at the assumed frequency?
 Yes- Explain frequency _____
 No - Explain _____
 Not Applicable

Collection Services - *Leaf Collection Program* Not Applicable

- u. Does the municipality conduct curbside leaf collection? Yes No Unsure
- v. Does the municipality notify homeowners about pickup? Yes No Unsure
- w. Where are the residents directed to store the leaves for collection?
 Pile on terrace Pile in street Bags on terrace Unsure
 Other - Describe _____
- x. What is the frequency of collection?
Once per week during autumn.
- y. Is collection followed by street sweeping/cleaning? Yes No Unsure
- z. Brief explanation on Collection Services reporting. *If you*

marked *Unsure* for any questions above, justify the reasoning. Limit response to 250 characters and/or attach supplemental information on the attachments page

Winter Road Management Not Applicable

*Note: We are requesting information that goes beyond the reporting year, answer the best you can.

aa. How many lane-miles of roadway is the municipality responsible for doing snow and ice control? Unsure

ab. Provide amount of de-icing products used by month last winter season?
Solids (tons) (ex. sand, or salt-sand)

Product	Oct	Nov	Dec	Jan	Feb	Mar
Salt	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="252"/>	<input type="text" value="792"/>	<input type="text" value="447"/>	<input type="text" value="144"/>

Liquids (gallons) (ex. brine)

	Oct	Nov	Dec	Jan	Feb	Mar
None	<input type="text"/>					

ac. Was salt applying machinery calibrated in the reporting year? Yes No Unsure

ad. Have municipal personnel attended salt reduction strategy training in the reporting year? Yes No Unsure

Training Date	Training Name	# Attendance
<input type="text" value="9/1/2020"/>	<input type="text" value="Smart Salting Workshop"/>	<input type="text" value="1"/>

ae. Brief explanation on Winter Road Management reporting. *If you marked Unsure for any questions above, justify the reasoning. Limit response to 250 characters and/or attach supplemental information on the attachments page*

The Village practices salt reduction methods and encourages applicators to attend annual training.

Internal (Staff) Education & Communication

af. Has training or education been held for municipal or other personnel involved in implementing each of the pollution prevention program elements? Yes No Unsure

If yes, describe what training was provided (250 character limit):

Seminar on investigation of infiltration and inflow which included information on potential illicit connections and cross-connections of sanitary and storm sewer lines.

When:

How many attended:

ag. Describe how the municipality has kept the following local officials and municipal staff aware of the municipal storm water discharge permit programs and its requirements.

Elected Officials

Village Board meetings.

Municipal Officials

Village Board meetings, Staff meetings, website and newsletter postings.

Appropriate Staff (such as operators, Department heads, and those that interact with public)

Routine staff meetings, board meetings, website and newsletter postings.

- ah. Brief explanation on Internal Education reporting. *If you marked Unsure for any questions above, justify the reasoning. Limit response to 250 characters and/or attach supplemental information on the attachments page.*

The Village emphasizes the importance of storm water management during preconstruction meetings and new and redevelopment permit reviews. Staff are encouraged to attend opportunities for training.

Minimum Control Measures - Section 7 : Complete

7. Storm Sewer System Map

- a. Did the municipality update their storm sewer map this year?
 Yes No Unsure

If yes, check the areas the map items that got updated or changed:

- Storm water treatment facilities
- Storm pipes
- Vegetated swales
- Outfalls
- Other - Describe below

- b. Brief explanation on Storm Sewer System Map reporting. *If you marked Unsure for an question for any questions above, justify the reasoning. Limit response to 250 characters and/or attach supplemental information on the attachments page.*

A new development added nine storm water facilities in the northeast region of the Village.

Final Evaluation - Complete**Fiscal Analysis**

Complete the fiscal analysis table provided below. For municipalities that do not break out funding into permit program elements, please enter the monetary amount to your best estimate of what funding may be going towards these programs.

Annual Expenditure Reporting Year	Budget Reporting Year	Budget Upcoming Year	Source of Funds
---	---------------------------------	--------------------------------	------------------------

Element: Public Education and Outreach

2845	2845	2845	<u>General revenue fund</u>
------	------	------	-----------------------------

Element: Public Involvement and Participation

500	500	500	<u>General revenue fund</u>
-----	-----	-----	-----------------------------

Element: Illicit Discharge Detection and Elimination

500	2500	2500	<u>General revenue fund</u>
-----	------	------	-----------------------------

Element: Construction Site Pollutant Control

4000	4000	4000	<u>General revenue fund</u>
------	------	------	-----------------------------

Element: Post-Construction Storm Water Management

3000	3000	3000	<u>General revenue fund</u>
------	------	------	-----------------------------

Element: Pollution Prevention

9500	9500	9500	<u>General revenue fund</u>
------	------	------	-----------------------------

Other (describe)

Storm Sewer System Map

500	500	500	<u>General revenue fund</u>
-----	-----	-----	-----------------------------

Please provide a justification for a "0" entered in the Fiscal Analysis. *Limit response to 250 characters.*

Values are estimated, the General Revenue Fund has budgeted 20,000 for storm water management in 2021.

Water Quality

a: Were there any known water quality improvements in the receiving waters to which the municipality's storm sewer system directly discharges to?

Yes No Unsure If Yes, explain below:

b: Were there any known water quality degradation in the receiving waters to which the municipality's storm sewer system directly discharges to?

Yes No Unsure If Yes, explain below:

c: Have any of the receiving waters that the municipality discharges to been added to the impaired waters list during the reporting year?

Yes No Unsure

d: Has the municipality evaluated their storm water practices to reduce the pollutants of concern?

Yes No Unsure

Storm Water Quality Management

a. Has the municipality completed or updated modeling in the reporting year (relating to developed urban area performance standards of s. NR 151.13(2)(b)1., Wis. Adm. Code)? Yes No

b. If yes, enter percent reduction in the annual average mass discharging from the entire MS4 to surface waters of the state as compared to implementing no storm water management controls:

Total suspended solids (TSS)

Total phosphorus (TP)

Status of Total Maximum Daily Loads (TMDLs) Implementation

The permittee Hartland, Village is subject to the following approved TMDLs: Rock River Basin and/or Beaver Dam Lake

The permittee intends to comply with the following permit requirements to show progress towards meeting the TMDL:

[A.3.1] The Permittee is following the TMDL Compliance Plan, which received Department concurrence prior to April 30, 2019.

The permittee is confirming that all planned efforts are on schedule.

Agree Disagree

[A.6.3] Final Documentation.

The permittee is confirming that all planned efforts are on schedule to submit the final documentation materials [updates to mapping, modeling, tabular summary, and Implementation Plan] under section A.6.3 by October 31, 2023.

Agree Disagree

Additional Information

Based on the municipality's storm water program evaluation, describe any proposed changes to the municipality's storm water program. *If your response exceeds the 250 character limit, attach supplemental information on the attachments page.*

The Village is continuing to track and update the GIS system with storm water facility information for tracking inspections and maintenance agreements.

Requests for Assistance on Understanding Permit Programs

Would the municipality like the Department to contact them about providing more information on understanding any of the Municipal Separate Storm Sewer Permit programs?

Please select all that apply:

- Public Education and Outreach
- Public Involvement and Participation
- Illicit Discharge Detection and Elimination
- Construction Site Pollutant Control
- Post-Construction Storm Water Management
- Pollution Prevention
- Storm Water Quality Management
- Storm Sewer System Map
- Water Quality Concerns
- Compliance Schedule Items Due
- MS4 Program Evaluation

Required Attachments and Supplemental Information

Any other MS4 program information for inclusion in the Annual Report may be attached on here. Use the Add Additional Attachments to add multiple documents.

Upload Required Attachments (15 MB per file limit) - [Help reduce file size and trouble shoot file uploads](#)

*Required Item

Note: To replace an existing file, use the 'Click here to attach file ' link or press the to delete an item.

Municipal Facility SWPPP

 File Attachment

[HartlandDPWSWPPP 2021-03-16.pdf](#)

Storm Sewer System Map

 File Attachment

[Hartland 2021-MS4-Map.pdf](#)

Attach - Other Supporting Documents

AR EO

 File Attachment

[WaukeshaCountyPublicOutreach2020-ms4-reporting1.xlsx](#)

(To remove items, use your cursor to hover over the attachment section. When the drop down arrow appears, select remove item)

Attach - Permit Compliance Documents

EO Program

 File Attachment

[Hartland PublicEOProgram 2021.pdf](#)

IP Program

 File Attachment

[Hartland PublicIP Program 2021.pdf](#)

CS Program

 File Attachment

[Hartland ConstructionSiteProgram 202103.pdf](#)

PCSSW Program

 File Attachment

[Hartland PostConstructionProgram 202103.pdf](#)

PP BMPInventory

 File Attachment

[Hartland SWFacilityInventory 202103.pdf](#)

Sign and Submit Your Application

Steps to Complete the signature process

1. Read and Accept the Terms and Conditions
2. Press the Submit and Send to the DNR button

NOTE: For security purposes all email correspondence will be sent to the address you used when registering your WAMS ID. This may be a different email than that provided in the application. For information on your WAMS account click [HERE](#).

Terms and Conditions

Certification: I hereby certify that I am an authorized representative of the municipality covered under Hartland, Village MS4 Permit for which this annual report or other compliance document is being submitted, and that the information contained in this submittal and all attachments were gathered and prepared under my direction or supervision. Based on my inquiry of the person or persons under my direction or supervision involved in the preparation of this document, to the best of my knowledge, the information is true, accurate, and complete. I further certify that the municipality's governing body or delegated representatives have reviewed or been apprised of the contents of this annual report. I understand that Wisconsin law provides severe penalties for submitting false information.

Signee (must check current role prior to accepting terms and conditions)

- Authorized municipal contact using WAMS ID.
- Delegation of Signature Authority (Form 3400-220) for agent signing on the behalf of the authorized municipal contact.
- Agent seeking to share this item with authorized municipal contact (authorized municipal contact must get WAMS id and complete signature).

Delegation of Signature Authority

 File Attachment

[Hartland Signed DSA.pdf](#)

Submission of this form constitutes notice by the authorized municipal contact that the person electronically signing the MS4 eReport is authorized to do so on behalf of the authorized municipal contact. [Please download form 3400-220](#) and sign and attach it above.

Name: Christy Poniewaz

Title: Biologist

Authorized Signature.

Signed by : i:0#.f|wamsmembership|cponiewaz on 2021-03-29T10:09:33

- I accept the above terms and conditions.

You have already signed and submitted this application to the DNR. Please [contact the Wisconsin DNR](#) for assistance.

After providing the final authorized signature, the system will send an email to the authorized party and any agents. This email will include a copy to the final read only version of this application.

Attachment:
Village of Hartland Public Education & Outreach Program

Village of Hartland
2.1 Public Education and Outreach
2021-2024

Program Description: The Village of Hartland maintains membership with the Waukesha County Stormwater Group. It is through this partnership that many Public Education and Outreach targets are achieved.

Topic No.	Topic	Delivery Mechanism	Target Audience	Responsible Party	Target Date/Frequency
1	Illicit Discharge Detection & Elimination				
	Waukesha County Stormwater Group Activity	Various	Various	Waukesha County Stormwater Group	Various
2	Household Hazardous Waste Disposal/Pet Waste Management/Vehicle Washing				
	Waukesha County Stormwater Group Activity	Various	Various	Waukesha County Stormwater Group	Various
3	Yard Waste Management/Pesticide and Fertilizer Application				
	Waukesha County Stormwater Group Activity	Various	Various	Waukesha County Stormwater Group	Various
4	Stream and Shoreline Management				
	Waukesha County Stormwater Group Activity	Various	Various	Waukesha County Stormwater Group	Various
5	Residential Infiltration				
	Waukesha County Stormwater Group Activity	Various	Various	Waukesha County Stormwater Group	Various
6	Construction Site and Post-Construction Storm Water Management				
	Waukesha County Stormwater Group Activity	Various	Various	Waukesha County Stormwater Group	Various
7	Pollution Prevention				
	Waukesha County Stormwater Group Activity	Various	Various	Waukesha County Stormwater Group	Various
	Waukesha County workshops on composting, rain barrels, green cleaning, & more.	Workshops	General public, residents	Waukesha County Stormwater Group	At least once per permit term
8	Green Infrastructure/Low-Impact Development				
	Waukesha County Stormwater Group Activity	Various	Various	Waukesha County Stormwater Group	Various

Permit Requirements:

2.1.1. The program has a plan for addressing all 8* topics in Table 1 at least once during the permit term. Permittees that are a City, Village, Town, or University with a population of 5,000 or more based on the latest U.S. Census shall address a minimum of six topics each year.

2.1.2. The program has a plan for using at least 4* delivery mechanisms in Table 2 each year, with at least 2* from the Active/Interactive column.

2.1.3. Per permit section 2.1.3, target audiences may include: general public, public employees, residents, businesses, contractors, developers, industries, and/or other appropriate audiences.

Active/Interactive Delivery Mechanisms

- Educational activities (school presentations, summer camps)
- Informational booth at event
- Targeted group training (contractors, consultants, etc.)
- Government event (public hearing, council meeting)
- Workshops
- Tours
- Other

Passive Delivery Mechanisms

- Passive print media (brochures at front desk, posters, etc.)
- Distribution of print media (mailings, newsletters, etc.) via mail or email
- Media offerings (radio and TV ads, press release, etc.)
- Social media posts
- Signage
- Website
- Other

Attachment:
Village of Hartland Public Involvement & Participation Program

Village of Hartland
2.2 Public Involvement & Participation
2021-2024

Program Description: The Village of Hartland maintains membership with the Waukesha County Stormwater Group. It is through this partnership that many Public Involvement and Participation targets are achieved.

Topic	Delivery Mechanism	Target Participant	Responsible Party	Target Dates/Frequency
Annual Report	Website Notice, Board Meeting	General public, public employees, residents.	Village Staff	Annual
Storm Water Management Program	Website Notice, Board Meeting	General public, public employees, residents.	Village Staff	When updates occur.
Storm Water Ordinance Updates/Development	Website Notice, Board Meeting	General public, public employees, residents, businesses, contractors, developers.	Village Staff	When updates occur.
Volunteer Activity - Coordinated by Waukesha County Stormwater Group	Various	Various	Waukesha County Stormwater Group	Various

Permit Requirements:

2.2.1: A minimum of one opportunity annually for the public to provide input on each of the following permit activities: annual report, storm water management program, and (if applicable) the adoption or amendment of storm water related ordinances.

2.2.2: Delivery mechanisms may include: public workshop, presentation of storm water information, government event (public hearing, council meeting, etc.), citizen committee meeting, or website.

2.2.3: Implement a minimum of one of the following volunteer activities per year: group BMP installation or maintenance, storm drain stenciling, planting community rain garden, clean up event, stream monitoring, citizen committee meeting, public workshop, presentation of storm water information, or other hands-on event.

2.2.4: Target participants may include: general public, public employees, residents, businesses, contractors, developers, industries, and/or other appropriate audience.

Attachment:
Village of Hartland Department of Public Works
Storm Water Pollution Prevention Program



Village of Hartland Storm Water Pollution Prevention

Plan for Municipal Property

Site Location: Village of Hartland Public Works Garage Site
701 Progress Drive, Hartland, WI

Site Contact: Dave Felkner, Village of Hartland Utilities
414-630-8168
DaveF@villageofhartland.com

Site Description

The property located at 701 Progress Drive is the central location for Public Works Department activities and storage. The main garage, salt shed, and outdoor storage areas are utilized by Public Works staff. In addition, other village departments use the fueling center, storage sheds and outdoor storage areas, including the Village of Hartland Police Department and the Village Fire Department.

The Public Works yard is surrounded by Progress Drive on the north, industrial park businesses to the west and northwest, and wetlands adjacent to the Bark River on the south and east. The wetlands to the south and east lie downhill approximately 10 – 12 feet below the yard elevation and are primarily dominated by cattails. The Bark River is approximately 375 feet away from the Public Works yard at the closest point. A tributary to the Bark River begins near the bottom of the hill near the east side of the yard, then flows in a south/southeastern direction toward the Bark River. A fence surrounds the site and the entry way gate is locked during non-business hours, preventing the dumping of unanticipated materials.

The Public Works yard is the former site of the Village of Hartland's Waste Water Treatment Plant. The plant was built in 1957 and was in operation until 1983 when the Village converted to the Del-Hart plant downstream of the City of Delafield. The Village's Treatment Plant was demolished, and the Public Works garage was constructed. The yard and buildings are approximately 4.5 acres in size and are organized to minimize clutter and reduce potential runoff concerns.

Runoff Prevention Practices and Maintenance Activities

The Village of Hartland has been covered under the WPDES Municipal Storm Separate Sewer System (MS4) Discharge Permit WI-S050075 since 2006. During the first permit term, Village staff developed and submitted a Storm Water Pollution Prevention Plan (SWPPP) for the Public Works yard, which helped identify efficiencies and pollution prevention practices that could be installed to protect the nearby water resources. Staff have gone further in removing discarded materials that have been stored in the yard and consolidating other items into smaller, more manageable areas, thus removing potential sources of pollution. Removing outdated equipment and consolidating materials on site also means fewer runoff prevention practices are necessary, and less time installing, maintaining and inspecting these practices associated with this task.

Remaining materials that are stored outdoors are primarily items that would typically be used outdoors, such as wood, signposts, barricades, storm sewer materials, etc.

Runoff from the Village's Public Works yard typically sheet flows across the pavement in a southeasterly direction. The pavement changes to a gravel yard approximately 180 feet south of the main garage. Runoff from the pavement area partially infiltrates in to the gravel area rather than flowing in to the wetlands to the east. The Village of Hartland evaluated the potential for runoff pollution resulting from the Public Works yard during the first MS4 permit term, and has implemented measures to reduce the impacts of this source to the nearby rivers and wetlands.

The following actions and improvements have been implemented at the 701 Progress Drive yard:

- Grass swale storm water conveyance,
- Bays around stockpiled material,
- Salt shed,
- Drains in main garage lead to sanitary sewer,
- Fuel Center with canopy, and
- Covered dumpsters.

Maintenance of these practices is critical to proper functioning. Without inspections or maintenance, debris and pollutants such as sediment, metals, nutrients, etc., that are captured can become a source of pollution if excess amounts are carried out with rain and snow melt in high concentrations through the treatment device. Any inspections and maintenance of storm water facilities should be documented and recorded for comparison and evaluation of the performance of the practice in the future.

Stockpiles of loose aggregate are stored away from the swales and wetlands in the seasonal bulk storage area on the east side of the yard and also in an older, covered shed. Additional bulk storage piles are kept in 3-sided bays. Any material that spills or is tracked away from the immediate storage area is swept up and deposited back onto the piles.



Photo 1: Bulk materials in storage bays.



Photo 2: Bulk materials in storage shed.

Loose salt that spills or is tracked away from the shed entrance during delivery is swept up and placed in the shed. Any excess salt that spills during loading of trucks during a snow/ice event is also swept up and placed back in the salt shed. The shed itself is designed to meet the requirements of Trans 207, Wisconsin Administrative Code.

The lawn on the north side of the garage along Progress Drive is mowed weekly or as needed, depending on the weather. The grass and weeds within the yard is typically cut 3 times per year.

Temporary storage of parks items such as park benches, picnic tables, garbage & recycling barrels, etc., occupy space around the perimeter of the salt shed in winter until crews deliver these items to Village parks in the spring.



Photo 3: Temporary, seasonal storage around salt shed (during winter months)

The fueling center is used by many Village Departments. Employee training includes review of the spills procedures and location of the spills kit. The fuel center is covered, and controls have been installed to regulate the amount of fuel pumped each time. An identification number of the particular vehicle to be filled is required to be entered into the pump before any fuel is dispersed. The maximum amount of fuel pumped to a vehicle depends on the size of the fuel tank for that particular vehicle and. These features contribute to less fuel available for spills or potential discharges to the nearby wetlands and river.

The floor drains in the main garage are connected to the sanitary sewer system, rather than the storm sewer system. Any fluids from vehicle maintenance or other activities inside the garage are directed through this system to the Wastewater Treatment Plant. Floor drains are cleared of debris on an as-needed basis. An oil/grease separator allows recurring clean-out and maintenance of the system.



Photo 4: Fueling center at Public Works yard.

Recommendations to Enhance Runoff Protection

Village staff have previously taken steps to implement runoff control practices and to minimize the materials that could be sources of runoff pollution at the Public Works yard on Progress Drive. Current recommendations include:

1. Allowing grass to grow to at least 4 – 6 inches in swales to filter particles in runoff prior to discharging to the wetlands.
2. Sweep up any spilled salt and return into inventory.
3. A 3-sided bay around the street sweepings would prevent runoff from carrying the collected particles off-site; a tarp or cover over the street sweepings pile would further reduce the potential for runoff from this material.

Spills Plan

Dry materials that spill are swept up and either disposed of or placed for future use, if possible. (Example: dry salt spilled on the ground can be swept up and put back in the salt pile for use in the future.)

Liquids that spill on the ground are absorbed, with the absorption materials disposed of properly depending on the liquid.

Staff are trained on which authorities to contact depending on the situation, such as the Fire Department, Police Department, or the Wisconsin Department of Natural Resources. (Example: contact Wisconsin Department of Natural Resources for fuel spills at **1-800-943-0003** for any materials or liquids that would discharge to the wetlands south and east of the yard as the result of an incident.)

New staff are educated on the spills plan when they start, and any policy changes are communicated to appropriate staff at the time of the changes. As part of the Storm Water Pollution Prevention Plan, the spills plan will be evaluated yearly and any changes will be summarized in the Village's MS4 annual report.

Employee Training

Public Works Department training is an on-going activity for staff. Changes in procedure are communicated with appropriate staff, and new staff receive training on safety procedures and overall operations of the department. Any portions of the SWPPP, including the spills plan, that affect staff in other departments are shared with those departments.

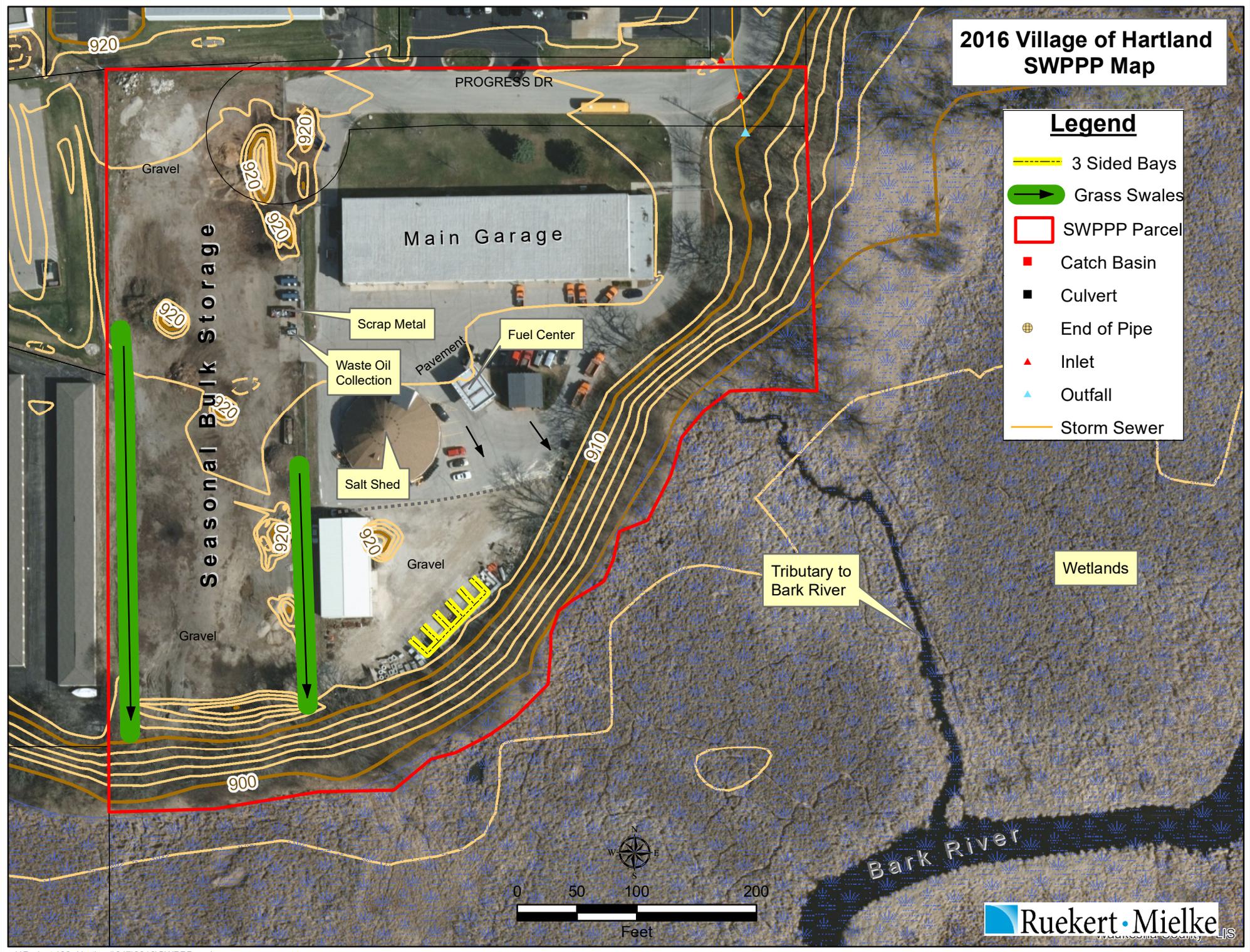
Inspections

Routine visual inspections are conducted every few months, with a full inspection at least once per year. Items noted on the inspection reports are corrected as soon as possible. The yard is evaluated on a recurring basis to improve operations.

2016 Village of Hartland SWPPP Map

Legend

-  3 Sided Bays
-  Grass Swales
-  SWPPP Parcel
-  Catch Basin
-  Culvert
-  End of Pipe
-  Inlet
-  Outfall
-  Storm Sewer



STORM WATER POLLUTION PREVENTION PLAN (SWPPP) INSPECTION FORM FOR MUNICIPAL FACILITIES

Site:	
Location:	
Inspector/Title:	
Date:	
Last Inspection (Date):	

Storm Water Pollution Prevention Plan

Has a storm water pollution prevention plan been developed for this site? Yes No

Title of Plan: _____

Date of Plan: _____

Does the SWPP include a site map, list of pollutant sources, pollutant control practices to be inspected, and maintenance procedures? Yes No

(Indicate any items that are *not* included):

Vehicle Maintenance, Washing and Fueling

	Activity/Practice	Inspected?	Activity/ Practice Adequate?	Corrective Action Needed & Notes
1	Vehicle maintenance area drains to sanitary sewer system	Yes <input type="checkbox"/> No <input type="checkbox"/> N/A <input type="checkbox"/>	Yes <input type="checkbox"/> No <input type="checkbox"/>	
2	Vehicle maintenance area has oil-grease separator in floor drains	Yes <input type="checkbox"/> No <input type="checkbox"/> N/A <input type="checkbox"/>	Yes <input type="checkbox"/> No <input type="checkbox"/>	
3	Floor drains are clean	Yes <input type="checkbox"/> No <input type="checkbox"/> N/A <input type="checkbox"/>	Yes <input type="checkbox"/> No <input type="checkbox"/>	
4	Vehicle washing completed inside building	Yes <input type="checkbox"/> No <input type="checkbox"/> N/A <input type="checkbox"/>	Yes <input type="checkbox"/> No <input type="checkbox"/>	
5	Vehicle washing drains to sanitary system	Yes <input type="checkbox"/> No <input type="checkbox"/> N/A <input type="checkbox"/>	Yes <input type="checkbox"/> No <input type="checkbox"/>	
6	Vehicle fueling center has canopy/cover	Yes <input type="checkbox"/> No <input type="checkbox"/> N/A <input type="checkbox"/>	Yes <input type="checkbox"/> No <input type="checkbox"/>	
7	Vehicle fueling center has clearly labeled spill kit nearby	Yes <input type="checkbox"/> No <input type="checkbox"/> N/A <input type="checkbox"/>	Yes <input type="checkbox"/> No <input type="checkbox"/>	
8	Vehicle fueling center has oil-grease separators in nearby storm drains	Yes <input type="checkbox"/> No <input type="checkbox"/> N/A <input type="checkbox"/>	Yes <input type="checkbox"/> No <input type="checkbox"/>	

Hazardous Waste Management

	Activity/Practice	Inspected?	Activity/ Practice Adequate?	Corrective Action Needed & Notes
1	Hazardous materials and containers are stored indoors	Yes <input type="checkbox"/> No <input type="checkbox"/> N/A <input type="checkbox"/>	Yes <input type="checkbox"/> No <input type="checkbox"/>	
2	Containers of hazardous materials are in good condition	Yes <input type="checkbox"/> No <input type="checkbox"/> N/A <input type="checkbox"/>	Yes <input type="checkbox"/> No <input type="checkbox"/>	

Waste Management

	Activity/Practice	Inspected?	Activity/ Practice Adequate?	Corrective Action Needed & Notes
1	Dumpsters are covered	Yes <input type="checkbox"/> No <input type="checkbox"/> N/A <input type="checkbox"/>	Yes <input type="checkbox"/> No <input type="checkbox"/>	
2	Full dumpsters are hauled out on a regular basis	Yes <input type="checkbox"/> No <input type="checkbox"/> N/A <input type="checkbox"/>	Yes <input type="checkbox"/> No <input type="checkbox"/>	
3	Piles of miscellaneous debris are sorted and disposed of on a regular basis	Yes <input type="checkbox"/> No <input type="checkbox"/> N/A <input type="checkbox"/>	Yes <input type="checkbox"/> No <input type="checkbox"/>	
4	Street sweepings are covered	Yes <input type="checkbox"/> No <input type="checkbox"/> N/A <input type="checkbox"/>	Yes <input type="checkbox"/> No <input type="checkbox"/>	
5	Street sweepings are stored in containers or have barriers or perimeter controls to minimize runoff impacts	Yes <input type="checkbox"/> No <input type="checkbox"/> N/A <input type="checkbox"/>	Yes <input type="checkbox"/> No <input type="checkbox"/>	

Material Storage

	Activity/Practice	Inspected?	Activity/ Practice Adequate?	Corrective Action Needed & Notes
1	Runoff from bulk storage is contained on low side by barriers, bays or other perimeter controls	Yes <input type="checkbox"/> No <input type="checkbox"/> N/A <input type="checkbox"/>	Yes <input type="checkbox"/> No <input type="checkbox"/>	
2	Bulk storage piles are stabilized/vegetated	Yes <input type="checkbox"/> No <input type="checkbox"/> N/A <input type="checkbox"/>	Yes <input type="checkbox"/> No <input type="checkbox"/>	
3	Materials stored under cover/inside buildings	Yes <input type="checkbox"/> No <input type="checkbox"/> N/A <input type="checkbox"/>	Yes <input type="checkbox"/> No <input type="checkbox"/>	
4	Area near salt shed is clear of excess/spilled/tracked salt	Yes <input type="checkbox"/> No <input type="checkbox"/> N/A <input type="checkbox"/>	Yes <input type="checkbox"/> No <input type="checkbox"/>	
5	Excess/spilled/tracked salt is swept up and added to bulk salt pile	Yes <input type="checkbox"/> No <input type="checkbox"/> N/A <input type="checkbox"/>	Yes <input type="checkbox"/> No <input type="checkbox"/>	
6	Underground runoff containment is emptied on a regular basis	Yes <input type="checkbox"/> No <input type="checkbox"/> N/A <input type="checkbox"/>	Yes <input type="checkbox"/> No <input type="checkbox"/>	

Runoff Controls

	Activity/Practice	Inspected?	Activity/ Practice Adequate?	Corrective Action Needed & Notes
1	Grass filter strips have at least 70% uniform vegetation growth	Yes <input type="checkbox"/> No <input type="checkbox"/> N/A <input type="checkbox"/>	Yes <input type="checkbox"/> No <input type="checkbox"/>	
2	Grass filter strips typically have 6 inches or more of vegetation	Yes <input type="checkbox"/> No <input type="checkbox"/> N/A <input type="checkbox"/>	Yes <input type="checkbox"/> No <input type="checkbox"/>	
3	Storm water pond inlets/outlets are stable	Yes <input type="checkbox"/> No <input type="checkbox"/> N/A <input type="checkbox"/>	Yes <input type="checkbox"/> No <input type="checkbox"/>	
4	Storm water berms are vegetated	Yes <input type="checkbox"/> No <input type="checkbox"/> N/A <input type="checkbox"/>	Yes <input type="checkbox"/> No <input type="checkbox"/>	
5	Storm water pond berms are stable (no erosion, tree roots or animal boroughs)	Yes <input type="checkbox"/> No <input type="checkbox"/> N/A <input type="checkbox"/>	Yes <input type="checkbox"/> No <input type="checkbox"/>	
6	Infiltration basins/rain gardens have at least 70% plant growth	Yes <input type="checkbox"/> No <input type="checkbox"/> N/A <input type="checkbox"/>	Yes <input type="checkbox"/> No <input type="checkbox"/>	
7	Infiltration basins/rain gardens are maintained regularly, and in the spring and fall	Yes <input type="checkbox"/> No <input type="checkbox"/> N/A <input type="checkbox"/>	Yes <input type="checkbox"/> No <input type="checkbox"/>	
8	Infiltration basins/rain gardens drain down within 24 hours (<i>based on post-rain event observations</i>)	Yes <input type="checkbox"/> No <input type="checkbox"/> N/A <input type="checkbox"/>	Yes <input type="checkbox"/> No <input type="checkbox"/>	

Spills Program

	Activity/Practice	Inspected?	Activity/ Practice Adequate?	Corrective Action Needed & Notes
1	Written program is available for employees	Yes <input type="checkbox"/> No <input type="checkbox"/> N/A <input type="checkbox"/>	Yes <input type="checkbox"/> No <input type="checkbox"/>	
2	Employees know where written program is located	Yes <input type="checkbox"/> No <input type="checkbox"/> N/A <input type="checkbox"/>	Yes <input type="checkbox"/> No <input type="checkbox"/>	
3	Written program is evaluated annually	Yes <input type="checkbox"/> No <input type="checkbox"/> N/A <input type="checkbox"/>	Yes <input type="checkbox"/> No <input type="checkbox"/>	

Employee Training

	Activity/Practice	Inspected?	Activity/ Practice Adequate?	Corrective Action Needed & Notes
1	New employees are trained on SWPPP	Yes <input type="checkbox"/> No <input type="checkbox"/> N/A <input type="checkbox"/>	Yes <input type="checkbox"/> No <input type="checkbox"/>	
2	Annual or more frequent training provided to employees on SWPPP	Yes <input type="checkbox"/> No <input type="checkbox"/> N/A <input type="checkbox"/>	Yes <input type="checkbox"/> No <input type="checkbox"/>	

	Recommendations/Correction	Completed On (Date)	Initials
1			
2			
3			
4			
5			
6			
7			
8			
9			
10			

Attachment:
Village of Hartland Construction Site Pollution Control Program

Village of Hartland
Construction Site Pollution Control Program
March 2021

The Village of Hartland has created this program in accordance with Section 2.4 of the MS4 General Permit WI-S050075-3. The Village works closely with residents, developers, contractors, and staff to communicate the importance of storm water pollution control.

The Village ordinance regarding new and redevelopment standards (Chapter 76) was updated in 2017 to align with Wisconsin State Code s. NR 151.

Erosion & Sediment Control Plan Review

The Village Engineer reviews submitted plans according to the Village of Hartland Erosion Control and Stormwater Management Requirements document. The document is available on the Village website.

Administrative Approval Procedures

The Village process for administration of permits for new and redevelopment are outlined below.

1. Responsible party submits Application for Building Permit and Application for Land Disturbance Permit. All permit application forms are available on the Village website.
2. Per the Village ordinance, the building permit application must be accompanied by the following:
 - a. Stormwater Management Plan,
 - b. Maintenance Agreement (where required), and
 - c. Permit administration fee.
3. The Building Inspector or Director of Public Works shall review any permit application that is submitted, and the following approval procedure shall be used:
 - a. The village staff may request additional information if required for a complete permit application.
 - b. If the stormwater permit application, plan, and maintenance agreement are approved, or if an agreed upon payment of fees in lieu of stormwater management practices is made, the village staff shall issue the permit.
 - c. If the stormwater permit application, plan, or maintenance agreement is disapproved, the village staff shall detail in writing the reasons for disapproval.
 - d. Prior to commencing the land development activity, the project may be subject to additional approvals under the village's code.

Complaint Procedures

Complaints regarding construction site storm water runoff and erosion control are handled by Village staff and the Village Engineer. Complaints are investigated in a timely manner and include a site visit.

Construction Site Inspections & Enforcement

Per the Village of Hartland Erosion Control and Storm Water Management Requirements, construction site inspection shall occur weekly and within 24 hours of a rainfall event 0.5 inches or greater. Written documentation of each inspection shall be maintained at the construction site. A final inspection is completed to confirm all graded areas have reached final stabilization, all temporary control measures are removed, and permanent storm water management facilities are installed as designed.

**Village of Hartland
Construction Site Pollution Control Program
March 2021**

Per Village Code, activities that are not in compliance with the approved storm water management plan shall constitute a public nuisance and the Village has authority to enforce repairs at the expense of the responsibly party. Inspection and enforcement are detailed in Sec. 76-14 of the Village of Hartland municipal code.

Enforcement actions include:

- Verbal Warning,
- Written Warning,
- Notice of Violation,
- Stop Work Order,
- Cease and Desist Order,
- Revocation of Permit.

Protective Areas

To further reduce the impact of development on surface waters, the Village has adopted Protective Areas. A summary of the Protective Areas is provided in Table 2. Additional detail can be found in Village Ordinance s. 76-7(4).

Table 2. Protective Areas	
Surface Water Designation	Protective Area
Outstanding & Exceptional Resource Waters	75 Feet
Perennial & Intermittent Streams	50 Feet
Lakes	50 Feet
Wetlands	30 to 75 Feet (Based on Susceptibility Determination)

Attachment:
Village of Hartland Post-Construction Storm Water Management
Program

Village of Hartland
Post-Construction Storm Water Management Program
March 2021

The Village of Hartland has created this program in accordance with Section 2.5 of the MS4 General Permit WI-S050075-3. The Village works closely with residents, developers, contractors, and staff to communicate the importance of storm water pollution control.

Administrative Procedures

Administration of post-construction storm water management is completed by the Village Engineer and the Public Works Department. Local approval for post-construction storm water facilities is coordinated through the plan review process outlined in the Village of Hartland Construction Site Program.

The Village has adopted an ordinance regarding post-construction standards for storm water runoff, as detailed in Sec. 76-7. A summary of the pollutant reduction requirement standards is shown in Table 1.

<u>Table 1: Pollutant Reduction Standards</u>		
Development Type	Total Suspended Solids Reduction	Phosphorus Reduction
New Development	80%	30%
In-fill development	80%	30%
Redevelopment	60% of load from parking areas and roads	30%

Source: Village Ordinance Sec. 76-7 – Performance Standards.

Complaints

Village staff and the Village Engineer respond to complaints regarding storm water management facilities in a timely manner. Complaints are investigated with a site visit.

Long Term Maintenance, Inspections, and Enforcement

The Village ordinance requires that storm water facilities have a Long Term Maintenance Agreement (LTMA) between the Responsible Party and the Village (Sec. 76-7, 76-10). The maintenance agreements are stored and tracked by the Village using their GIS application. Reminders for routine inspections are communicated to facility owners.

Village code requires that required corrective maintenance actions are completed in a reasonable timeframe. The Village maintains authority to perform the corrective actions if they are not completed by the Responsible Party within a reasonable timeframe. The Village Finance Director shall enter the amount due for such actions on the tax rolls and collect the amount as a special assessment charge against the property.

Attachment:
Village of Hartland Storm Water Facility Inventory
Updated March 2021

**Village of Hartland
Storm Water Facility Inventory
MS4 Permit Section 2.6.1**

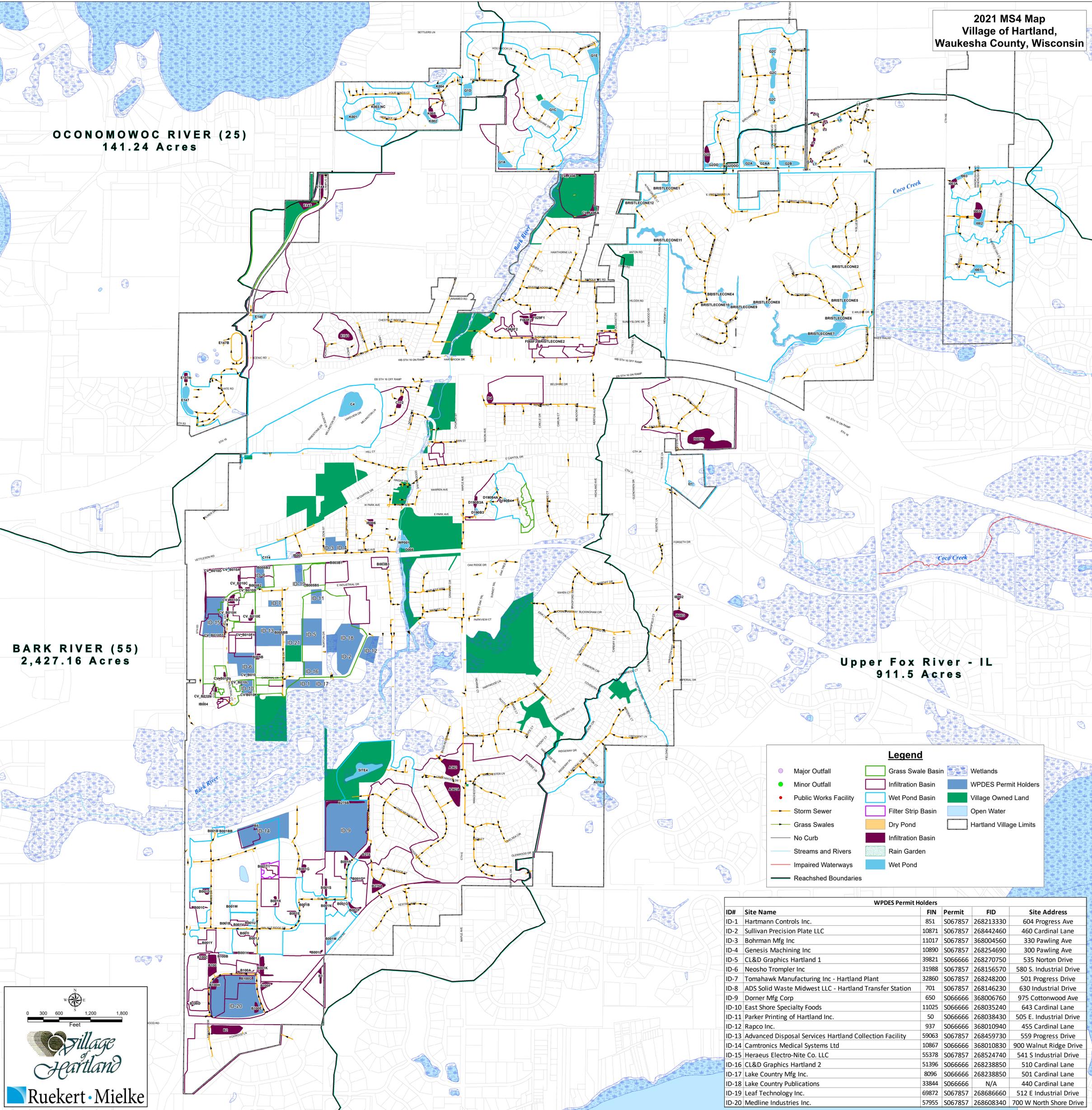
Pond ID	Owner	Reference Name	Location Description	Facility Type	Year Constructed	LTMA
B001B	Our Agency	Elm Dr	Elm Dr & Walnut Ridge Dr	Wet Pond	2011	N/A
B5	Our Agency	Camtronics	Richards Rd	Wet Pond	2000	N/A
BRISTLECONE2	Our Agency	Bristlecone Pines	Sunnyslope Dr	Wet Pond	1997	N/A
CV_F446	Our Agency	Centennial Park	Centennial Park	Infiltration Basin	Pre-2000	N/A
CV_F446A	Our Agency	Centennial Park	Centennial Park	Infiltration Basin	Pre-2000	N/A
D008	Our Agency	Nixon Park	Nixon Park	Infiltration Basin	2011	N/A
E144	Our Agency	Campus Dr. & Hwy K	Campus Dr. & Hwy K	Infiltration Basin	2011	N/A
E145	Our Agency	Campus Dr. & Hwy k	Campus Dr. & Hwy k	Infiltration Basin	2011	N/A
SITE4	Our Agency	Cottonwood	Cottonwood & Lindenwood	Wet Pond	2007	N/A
WP001	Our Agency	Nixon Park	Nixon Park	Wet Pond	Pre-2000	N/A
L1	Private	The Glen at Overlook Trail	Bella Vista Court	Infiltration Basin	2020	In Dev.
L10	Private	The Glen at Overlook Trail	Bella Vista Court	Infiltration Basin	2020	In Dev.
L2	Private	The Glen at Overlook Trail	Bella Vista Court	Infiltration Basin	2020	In Dev.
L3	Private	The Glen at Overlook Trail	Bella Vista Court	Infiltration Basin	2020	In Dev.
L4	Private	The Glen at Overlook Trail	Bella Vista Court	Wet Pond	2020	In Dev.
L5	Private	The Glen at Overlook Trail	Bella Vista Court	Dry Pond	2020	In Dev.
L6	Private	The Glen at Overlook Trail	Bella Vista Court	Infiltration Basin	2020	In Dev.
L7	Private	The Glen at Overlook Trail	Bella Vista Court	Wet Pond	2020	In Dev.
L8	Private	The Glen at Overlook Trail	Bella Vista Court	Wet Pond	2020	In Dev.
L9	Private	The Glen at Overlook Trail	Bella Vista Court	Rain Garden	2020	In Dev.
B001D	Private	Town Bank	850 Rose Dr	Infiltration Basin	2006	Y
B001T1	Private	Journal Sentinel	1010 Richards Rd	Infiltration Basin	2007	Y
B001W	Private	Equitable Holding Co	1165 Richards Rd	Wet Pond	2006	Y
B001Y	Private	Holt Electric	1515 Walnut Ridge Dr	Infiltration Basin	2016	Y
B100	Private	Crossroads Center	800-814 Rose Dr	Infiltration Basin	2006	Y
B100E	Private	Traid	700 W North Shore Dr	Infiltration Basin	2005	Y
B100G	Private	Triad	700 W North Shore Dr	Infiltration Basin	2005	Y
B100H	Private	Triad	700 W North Shore Dr	Infiltration Basin	2005	Y
B2	Private	Foxwood	W North Shore Dr	Infiltration Basin	2006	Y
C114	Private	West Capitol Estates	621-631 W Capitol Dr	Wet Pond	2014	Y
C4	Private	Summit Lakes	292 Lakeview Dr	Wet Pond	2005	Y
CV_B010A	Private	Sjoberg Commercial Properties LLC	535 Industrial Dr	Wet Pond	2017	Y
CV_B010D	Private	Sjoberg Commercial Properties LLC	535 Industrial Dr	Infiltration Basin	2012	Y
CV_B010D3	Private	Heraeus Electronics	541 Industrial Dr	Infiltration Basin	2014	Y
CV_B010M	Private	Culvers		Infiltration Basin	2010	Y
D190B3	Private	Sanctuary	Maple Ave	Wet Pond	2015	Y
D190B3A	Private	Sanctuary	Maple Ave	Infiltration Basin	2015	Y
D190B4	Private	Sanctuary	Maple Ave	Wet Pond	2015	Y
D190B4A	Private	Sanctuary	Maple Ave	Infiltration Basin	2015	Y
E147	Private	Lake Country Lutheran High School	401 Campus Dr	Wet Pond	2007	Y
E147A	Private	Lake Country Lutheran High School	401 Campus Dr	Infiltration Basin	2007	Y
E147B	Private	Lake Country Lutheran High School	401 Campus Dr	Dry Pond	2007	Y
G1A	Private	Four Winds	CTH K	Wet Pond	2005	Y
G1C	Private	Four Winds	CTH E	Wet Pond	2005	Y
G1D	Private	Four Winds	CTH E	Wet Pond	2005	Y
G1E	Private	Four Winds	CTH E	Wet Pond	2005	Y
I002	Private	Windrush	CTH K	Wet Pond	2015	Y
I002A	Private	Windrush	CTH K	Infiltration Basin	2016	Y
I003	Private	Windrush	CTH K	Wet Pond	2015	Y
I003A	Private	Windrush	CTH K	Infiltration Basin	2015	Y
K001	Private	Four Winds West	CTH E	Wet Pond	2016	Y
K002	Private	Four Winds West	CTH E	Wet Pond	2016	Y
K003-NC	Private	Four Winds West	CTH E	Wet Pond	2016	Y
K004	Private	Four Winds West	CTH E	Wet Pond	2016	Y

Attachment:
Village of Hartland MS4 Map
Updated March 2021

OCONOMOWOC RIVER (25)
141.24 Acres

BARK RIVER (55)
2,427.16 Acres

Upper Fox River - IL
911.5 Acres



Legend

- Major Outfall
- Minor Outfall
- Public Works Facility
- Storm Sewer
- Grass Swales
- No Curb
- Streams and Rivers
- Impaired Waterways
- Reachshed Boundaries
- Grass Swale Basin
- Infiltration Basin
- Wet Pond Basin
- Filter Strip Basin
- Dry Pond
- Infiltration Basin
- Rain Garden
- Wet Pond
- Wetlands
- WPDES Permit Holders
- Village Owned Land
- Open Water
- Hartland Village Limits

WPDES Permit Holders

ID#	Site Name	FIN	Permit	FID	Site Address
ID-1	Hartmann Controls Inc.	851	S067857	268213330	604 Progress Ave
ID-2	Sullivan Precision Plate LLC	10871	S067857	268442460	460 Cardinal Lane
ID-3	Borhman Mfg Inc	11017	S067857	368004560	330 Pawling Ave
ID-4	Genesis Maching Inc	10890	S067857	268254690	300 Pawling Ave
ID-5	CL&D Graphics Hartland 1	39821	S066666	268270750	535 Norton Drive
ID-6	Neosho Trompler Inc	31988	S067857	268156570	580 S. Industrial Drive
ID-7	Tomahawk Manufacturing Inc - Hartland Plant	32860	S067857	268248200	501 Progress Drive
ID-8	ADS Solid Waste Midwest LLC - Hartland Transfer Station	701	S067857	268146230	630 Industrial Drive
ID-9	Dorner Mfg Corp	650	S066666	368006760	975 Cottonwood Ave
ID-10	East Shore Specialty Foods	11025	S066666	268035240	643 Cardinal Lane
ID-11	Parker Printing of Hartland Inc.	50	S066666	268038430	505 E. Industrial Drive
ID-12	Rapco Inc.	937	S066666	368010940	455 Cardinal Lane
ID-13	Advanced Disposal Services Hartland Collection Facility	59063	S067857	268459730	559 Progress Drive
ID-14	Camtronics Medical Systems Ltd	10867	S066666	368010830	900 Walnut Ridge Drive
ID-15	Heraeus Electro-Nite Co. LLC	55378	S067857	268524740	541 S Industrial Drive
ID-16	CL&D Graphics Hartland 2	51396	S066666	268238850	510 Cardinal Lane
ID-17	Lake Country Mfg Inc.	8096	S066666	268238850	501 Cardinal Lane
ID-18	Lake Country Publications	33844	S066666	N/A	440 Cardinal Lane
ID-19	Leaf Technology Inc.	69872	S067857	268686660	512 E Industrial Drive
ID-20	Medline Industries Inc.	57955	S067857	268608340	700 W North Shore Drive

Village of Hartland
Ruekert Mielke

Andrew Thelke
Director

Lyndsay Johnson
Business Services Manager



WAUKESHA COUNTY
DEPARTMENT OF ADMINISTRATION

June 29, 2021

Darlene Igl
Village of Hartland
210 Cottonwood Ave
Hartland, WI 53029

RE: Property Tax Assessment and Billing Contract Enclosed

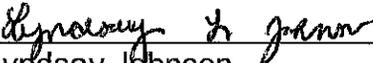
Dear Darlene Igl,

Enclosed are two signed copies of the 2022-2023 proposed tax billing contract for your review and execution. Please sign both copies, retain one for your records, and forward one copy to:

Waukesha County Department of Administration
Attn: Lyndsay Johnson
515 West Moreland Blvd
Waukesha, WI 53188

We would appreciate it if you could please return an executed copy of the contract by September 30, 2021. If you have any questions, I can be reached at ljohnson@waukeshacounty.gov or 262-896-8222.

Thank you for your attention.


Lyndsay Johnson
Business Services Manager

WAUKESHA COUNTY
DATA PROCESSING SERVICES
PROPERTY TAX ASSESSMENT AND BILLING

This Agreement is entered into this _____ day of _____, 2021, by and between Waukesha County, a municipal corporation, hereinafter referred to as the County, located at 515 W. Moreland Blvd., Waukesha, WI 53188 and Village of Hartland, hereinafter referred to as the Municipality, located at 210 Cottonwood Ave, Hartland, WI 53029. The authority for this agreement is that contained in the Wisconsin Statutes Section 66.0301, which permits intergovernmental cooperation for public purposes.

By this agreement, the County proposes to provide data processing services and access to some functionality and data within the Property Tax Application (PTA) Tax Software System, to assist the Municipal Assessors, Clerks and Treasurers (hereinafter collectively referred to as "Municipality") in the preparation of notices of assessment, assessment rolls and tax bills.

1. The County proposes to provide the following services, electronic reports and forms to Municipality as part of the Tax Listing Services provided to municipality at no charge:
 - A. Maintenance of an Assessment tax file database.
 - B. Maintain special districts' codes.
 - C. Electronic Assessment Rolls.
 - D. Statement of Assessment Summary transmitted to DOR.
 - E. Make and keep accurate lists and descriptions of all real property parcels in the county which are subject to tax and also those which are exempt from such tax.
 - F. Provide various reports, maps and descriptions of Real Property Tax parcels in the County for the Assessors, upon request.
 - G. Supply electronic versions of State of Wisconsin Prescribed Forms of assessment, to the Assessors and Clerks of cities, towns and villages within the County, as needed in the discharge of their duties.
 - H. Provide assessors with electronic copies of all new pertinent platted information for the municipality the assessor is working with.
 - I. Provide the necessary research for determination of status of ownership of all real property parcels within Waukesha County, as needed to clarify the property tax roll.
 - J. Availability to obtain the following reports and lists from the County:
 - a) Assessment roll cross reference lists by name or address
 - b) Property Assessment Roll
 - c) Reports for property specific data maintained in the PTA Property Assessment / Tax System.

2. The County proposes to provide the following services to the Municipality for a charge.
 - A. The County will provide forms and/or PTA Access for the Municipality to utilize for calculation and preparation of the property tax bills:
 1. Delinquent personal property worksheet (PTA Access)
 2. Billing parameter worksheet (PTA Access)
 3. Special assessment worksheet
 4. Tax Rate Worksheet (PTA Access)

5. Special Assessment Charges applied to Special Purpose Districts (PTA Access)
 6. Posting of special assessments to be placed on the tax bill
 7. Edits and lists of special assessments as entered
 8. Tax rates to be used for tax billing entered on the computer
 9. List of the tax rates used
- B. The County will provide these services and/or electronic reports:
1. Calculating of tax bills, as well as calculation audit listing
 2. Preliminary tax roll or one line roll report
 3. Posted tax roll
 4. Identify and coordinate a private vendor to print and process tax bills. Said vendor may also offer envelope supplies and printing, mailing and postage services. Any costs incurred for the printing of inserts, exclusive of the tax bills, envelopes, postage and mailing or delivery of tax bills will be the sole responsibility of Municipality. NOTE: Should Municipality choose to contract independently with an alternate vendor for tax bill printing, County will provide Municipality with a PDF file containing the calculated and formatted tax bills. Municipality and its vendor shall be responsible for ensuring that all forms and tax information provided by County shall be used only for authorized purposes.
- C. The County will also provide other related services, for an additional charge beyond this contract amount, with the mutual consent of both the County and the Municipality.
3. The Municipal Clerk shall transmit to the County any special assessments, special charges, and delinquent utility charges for entry on the current tax roll at the earliest possible date. The County will supply specific instructions for transmittal.
 4. Municipal Clerks shall transmit to the County, upon adjournment of the local budget hearing and receipt of State Aid amounts, the information for setting tax rates. The County will provide the worksheets and instructions.
 5. As soon as possible, the local Assessor shall bring the preliminary, open book and Board of Review Assessment values to the County, at each of these 3 stages of the Property Assessment Valuation process. Said assessment values are to be transmitted electronically.
 6. If the municipality chooses not to use the Property Assessment Roll generated from the PTA Tax System as the 'Official Roll' for the Open Book/Board of Review procedures, the municipality agrees to accept responsibility for balancing the property specific data (acres, property class code, assessed valuations and taxing jurisdictions) at the tax key level. The numbers in the PTA Tax System will represent the tax base amounts used for the preparation and calculation of the individual tax bills.
 7. The municipality will use the 2022 (and future years in the event this contract is extended) Property Assessment Roll generated by the County as the Official Roll present during the Board of Review.

8. The Municipality acknowledges that failure to comply with these limits and other reasonable time limits established by the County may result in delayed availability of the information to be provided by this agreement. In view of this fact, the Municipality will indemnify and hold harmless the County, its officers, employees and agents for any and all damages, expenses, and losses that may occur due to the County's inability to comply with the agreement due to the fault of the Municipality or the Municipality's officers, agents or employees.
9. The municipality agrees to abide by the terms and conditions of the Memorandum of Understanding and Policies for Municipalities Accessing the PTA (Tax) System dated October 5, 2011. As part of the acceptance of the above-referenced Memorandum of Understanding, the municipal agent(s) provided with an ID granting access to the County System is/are accepting responsibility for adherence to the Technology Use Policy incorporated by reference.
10. The term of this agreement shall be for two (2) years commencing January 1, 2022, and expiring on December 31, 2023 and therefore data processing services shall be provided for taxes of 2022 and 2023 due in the subsequent year. The Municipality will be invoiced twice a year in May and September. The terms will be net 30 days.
11. The following rates will be charged for these services:

<u>Per Parcel</u>	<u>2022 Rates</u>	<u>2023 Rates</u>
Taxes	\$1.72	\$1.77

12. The Municipality will indemnify, defend and hold harmless the County, its officers, employees and agents for any and all damages, expenses, and losses that may arise from the County's performance or inability to perform its obligations under this Agreement caused by act, error or omission of the Municipality or the Municipality's officers, agents or employees. The County will indemnify, defend and hold harmless the Municipality, its officers, employees and agents for any and all damages, expenses, and losses that may arise from the Municipality's performance or inability to perform its obligations under this Agreement caused by act, error or omission of the County or the County's officers, agents or employees. Nothing contained within this agreement is intended to be a waiver or estoppel of the contracting Municipality or County or either of its insurers to rely upon the limitations, defenses, and immunities contained within Wisconsin law, including those contained within Wisconsin Statutes 893.80, 895.52, and 345.05. To the extent that indemnification is available and enforceable, the Municipality or County or its insurers shall not be liable in indemnity or contribution for an amount greater than the limits of liability for municipal claims established by Wisconsin Law.
13. Each party shall have the right to terminate this agreement effective at the end of the term upon the giving of twelve (12) months written notice prior to the expiration of the term.
14. It is understood and agreed that the entire contract between the parties is contained herein, except for those matters incorporated herein by reference, and that this agreement supersedes all oral and written agreements and negotiations between the parties relating to the subject matter thereof.

15. Any notices that must be provided during the term of this contract or issues that arise regarding administration of this contract can be directed to:

i. County Contact Person

Contact Name: Lyndsay Johnson, Business Services Manager
Address: 515 W. Moreland Blvd
Waukesha, WI 53188
E-mail: lljohnson@waukeshacounty.gov
Phone Number: 262-896-8222

ii. Municipal Contact Person

Contact Name: _____
Address: _____

E-mail: _____
Phone Number: _____

Waukesha County

By:



Andrew Theelke
Waukesha County Department of Administration
Director of Administration

Village of Hartland

By:

WAUKESHA COUNTY
DATA PROCESSING SERVICES
PROPERTY TAX ASSESSMENT AND BILLING

This Agreement is entered into this _____ day of _____, 2021, by and between Waukesha County, a municipal corporation, hereinafter referred to as the County, located at 515 W. Moreland Blvd., Waukesha, WI 53188 and Village of Hartland, hereinafter referred to as the Municipality, located at 210 Cottonwood Ave, Hartland, WI 53029. The authority for this agreement is that contained in the Wisconsin Statutes Section 66.0301, which permits intergovernmental cooperation for public purposes.

By this agreement, the County proposes to provide data processing services and access to some functionality and data within the Property Tax Application (PTA) Tax Software System, to assist the Municipal Assessors, Clerks and Treasurers (hereinafter collectively referred to as "Municipality") in the preparation of notices of assessment, assessment rolls and tax bills.

1. The County proposes to provide the following services, electronic reports and forms to Municipality as part of the Tax Listing Services provided to municipality at no charge:
 - A. Maintenance of an Assessment tax file database.
 - B. Maintain special districts' codes.
 - C. Electronic Assessment Rolls.
 - D. Statement of Assessment Summary transmitted to DOR.
 - E. Make and keep accurate lists and descriptions of all real property parcels in the county which are subject to tax and also those which are exempt from such tax.
 - F. Provide various reports, maps and descriptions of Real Property Tax parcels in the County for the Assessors, upon request.
 - G. Supply electronic versions of State of Wisconsin Prescribed Forms of assessment, to the Assessors and Clerks of cities, towns and villages within the County, as needed in the discharge of their duties.
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Contact Name: _____
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Waukesha County

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Andrew Thelke
Waukesha County Department of Administration
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