

**VILLAGE BOARD AGENDA**  
**MONDAY, FEBRUARY 10, 2020**  
**6:30 PM**  
**BOARD ROOM, MUNICIPAL BUILDING, 210 COTTONWOOD AVENUE**

Call to Order

Roll Call

Pledge of Allegiance – Trustee Anson

Public Comments: (Please be advised the Village Board will receive information from the public for a three minute time period per person, with time extensions per the Village President's discretion. Be it further advised that there may be limited discussion on the information received, however, no action will be taken under public comments.)

1. Consideration of a motion to approve Village Board minutes of January 27, 2020.
2. Consideration of a motion to approve vouchers for payment.
3. Consideration of actions related to Licenses and Permits
  - a. Consideration of applications for Operator's (Bartender) Licenses with a term ending June 30, 2020.
4. Discussion and consideration of a motion to adopt Resolution 02-10-2020 "A Resolution Approving a TEFRA Hearing in Madison, Wisconsin and Authorizing Approval of the Issuance by the Public Finance Authority of \$7,500,000 of Revenue Bonds (Watertronics Project), Series 2020".
5. Consideration of a motion to award the Sunnyslope Drive Utility Improvements contract to Musson Bros., Inc. in the amount of \$1,747,447.42.
6. Consideration of a motion to approve a design contract with Building Service Inc. related to updates to the Village Board room and front counter of Administration.
7. Discussion and consideration of a motion to approve filling the position of Interim Public Works Director through GovTemps.
8. Announcements: The following individuals will be given an opportunity to make announcements at the meeting in regards to (1) activities taken since the previous meeting on behalf of the community, (2) future municipal activities, and (3) communications received from citizens. It is not contemplated that these matters will be discussed or acted upon. The following individuals may provide announcements: Village President or individual Village Board members or Village Administrator or other Village Staff members.

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9. Adjournment.

Tim Rhode, Village Administrator

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

**VILLAGE BOARD MINUTES  
MONDAY, JANUARY 27, 2020  
6:30 PM  
BOARD ROOM, MUNICIPAL BUILDING, 210 COTTONWOOD AVENUE**

Call to Order

Roll Call

Pledge of Allegiance – Kids from Hartland Sparks

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

Excused: Trustee Conner

Others Present: Administrator Rhode, Finance Director Bailey, Clerk Igl, Operations Supervisor Gerszewski, Fire Chief Dean, Police Chief Misko, Rec Director Yogerst, Utility Operations Supervisor Felkner

Public Comments: (Please be advised the Village Board will receive information from the public for a three minute time period per person, with time extensions per the Village President's discretion. Be it further advised that there may be limited discussion on the information received, however, no action will be taken under public comments.) None

1. Motion (Meyers/Wallschlager) to approve Village Board minutes of January 13, 2020. Carried (6-0).
2. Motion (Wallschlager/Anson) to approve vouchers for payment in the amount of \$233,287.35. Carried (5-0). Meyers abstained.
3. Consideration of actions related to Licenses and Permits
  - a. Motion (Dorau/Anson) to approve applications for Operator's (Bartender) Licenses with a term ending June 30, 2020. Carried (5-0). Ludtke abstained.
  - b. Motion (Dorau/Ludtke) to approve of a Temporary Class B Beer/Wine License for St. Charles Congregation. Carried (6-0).
  - c. Motion (Dorau/Ludtke) to approve of a Temporary Operator's License for the St. Charles event. Carried (6-0).
4. Consideration of a motion to approve a contract with Five Star Fireworks Company, Oconomowoc, in the amount of \$17,000 for the 2020 fireworks display.

Rec Director Yogerst stated that the fireworks contract and proposed show are similar to last year. President Pfannerstill stated that last year the contract was increased to \$18,000. It was stated that \$17,000 is in the 2020 budget for fireworks. Motion (Dorau/Meyers) to approve the contract with Five Star Fireworks Company in the amount of \$17,000 for the 2020 fireworks display. Carried (6-0).

5. Consideration of a motion to approve the purchase of a 2020 Freightliner cab, chassis, equipment and extended warranty in the amount of \$206,814 and to declare as surplus and authorize the disposal of a Freightliner truck when the new vehicle is put into service.

Operations Supervisor Gerszewski stated that the cost of the truck is down compared to last year as the department is going back to purchasing trucks with a shorter box. The proposed vehicle will have a larger plow. He stated that the similar truck that was recently put into service has been used heavily for the last two weeks and is working out extremely well. He stated that the box and certain other parts on the truck to be ordered will be stainless steel.

Motion (Meyers/Wallschlager) to approve the purchase of a 2020 Freightliner cab, chassis, equipment and extended warranty in the amount of \$206,814 and to declare as surplus and authorize the disposal of a Freightliner truck when the new vehicle is put into service. Carried (6-0).

6. Consideration of a motion to declare miscellaneous Police Department equipment as surplus.

Chief Misko stated that a list of 9 pieces of equipment he is requesting be sold as surplus was included in the packet materials. He stated that the Wisconsin surplus site will be utilized. There was discussion regarding disposal of the old handheld radios and the Chief stated that 5 or 6 of those radios were reprogrammed and kept for use by other groups. Motion (Ludtke/Dorau) to declare miscellaneous Police Department equipment as surplus. Carried (6-0).

7. Discussion and consideration related to filling the position of Public Works Director.

Administrator Rhode presented two options for filling the position of Public Works Director which has been vacant for over two years. It was stated that the next Director does not necessarily need to be an engineer. Administrator Rhode stated that one option is to revise the position description and job announcement, advertise and market the position to bring in candidates. He stated that another option to consider is to utilize the agency GovTemps that would bring in an experienced individual to fill the position on a part-time basis. The role of the individual would include evaluating the organization, updating policies and procedures and assisting with the process of hiring the next DPW Director. He stated that the cost for this option is reasonable and would fit in the 2020 budget. He further stated that there would be no cost for benefits for the temp.

After discussion, motion (Ludtke/Meyers) to proceed with working with GovTemps for the position of DPW Director as proposed. Carried (6-0).

8. Discussion and consideration of options related to roof repairs/replacements and possible consideration of a motion to approve an agreement with Industrial Roofing Services, Inc. in the amount of \$650 to review repairs for Village Library and Village Hall roof systems.

Administrator Rhode stated that Industrial Roofing Services, Inc. is not a roofing company. He stated that IRS would conduct a review to determine what needs to be done, would draft specifications for the projects and would work to assemble more bids to get the library roof taken care of. Motion (Anson/Wallschlager) to approve an agreement with Industrial Roofing

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Services, Inc. in the amount of \$650 to review repairs for Village Library and Village Hall roof systems. Carried (6-0).

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.

President Pfannerstill announced the spring election dates of February 18 (Primary) and April 7 (Spring). He stated that in-person absentee voting will take place at Village Hall for the two weeks prior to those election dates.

President Pfannerstill announced that the 2020 Hometown Celebration Parade is scheduled for June 28. Registration for parade units is now open with the form available on the Village's website.

Utility Operations Supervisor Felkner thanked the DPW crew for their hard work during the recent snow events. He stated that the crew will be removing snow from the downtown area on Tuesday night/Wednesday morning.

10. Adjournment.

Motion (Dorau/Wallschlager) to adjourn at 7:12 p.m.

Respectfully submitted,

Darlene Igl  
Village Clerk

TO: Village President & Board of Trustees

FROM: Kinsey Detert, Fiscal Clerk

DATE: February 4, 2020

RE: Voucher List & January Tax Settlements

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Attached is the voucher list for the February 10, 2020 Village Board meeting.

February 10, 2020 Checks:	\$ 314,483.67
January Manual Checks:	\$ 10,059.90
Subtotal of checks:	\$ 324,543.57

Listed below are the January tax settlements for:

Hartland/Lakeside School	\$ 1,984,015.23
Arrowhead High School	\$ 1,960,709.79
Lake Country School	\$ 349,419.46
Swallow School	\$ 837,990.44
Merton School	\$ 73,463.26
WCTC	\$ 245,363.51
Waukesha County	\$ 1,239,732.07
Other January Wires:	\$ 126,563.80
Total January Wires:	\$ 6,817,257.56
January Credit Card:	\$ 16,604.30

The total amount to be approved is: \$ 7,158,405.43

**VILLAGE OF HARTLAND**  
**VOUCHER LIST - FEBRUARY 10, 2020**

Account Descr	Search Name	Comments	Amount
<b>EXPENSE Descr</b>			
G 101-34215 DESIGNATED-HPD ARMORED VESTS	ADVANTAGE POLICE SUPPLY	HAAG VEST	\$790.00
G 101-34215 DESIGNATED-HPD ARMORED VESTS	ADVANTAGE POLICE SUPPLY	COLLURA VEST	\$805.00
G 101-34215 DESIGNATED-HPD ARMORED VESTS	ADVANTAGE POLICE SUPPLY	JOSWICK VEST	\$790.00
G 101-12110 PROPERTY TAX REFUNDS	BRAMMEIER, DEREK	0727092	\$65.12
G 101-12110 PROPERTY TAX REFUNDS	COMFORCARE HOME CARE	C160	\$670.00
G 101-12110 PROPERTY TAX REFUNDS	DEININGER, KRISTIN	0728020	\$3,031.95
G 101-31630 4TH OF JULY PARADE DONATIONS	FIVE STAR FIREWORKS INC	FIREWORKS DEPOSIT	\$4,500.00
R 101-46210 POLICE DEPT FEES	HORNSBY, OLGA	CHANGE FROM RECORDS REQUEST	\$16.75
G 101-12110 PROPERTY TAX REFUNDS	HULTMAN, GRANT & MARY	0427118	\$14.05
G 101-12110 PROPERTY TAX REFUNDS	KEAST, HARRY	0425023	\$2,807.73
G 101-24240 COURT FINES DUE STATE	LAKE CTRY MUNICIPAL COURT	NAUS/BD601001-2	\$312.60
G 101-24240 COURT FINES DUE STATE	LAKE CTRY MUNICIPAL COURT	BUCK/BC605789	\$300.00
G 101-12110 PROPERTY TAX REFUNDS	LECLAIR, JAMES & LYNNETTE	0757110	\$1,635.30
G 101-12110 PROPERTY TAX REFUNDS	MATTOX, JAMES	0427151	\$84.35
G 101-12110 PROPERTY TAX REFUNDS	MCMURTREY, DANIEL & ASHLEY	0727016	\$129.22
G 403-31842 SENDIKS	RUEKERT & MIELKE	SITE PLAN REVIEW	\$371.50
G 403-31862 GLEN AT OVERLOOK TRAILS	RUEKERT & MIELKE	CONSTRUCTION REVIEW	\$16,035.66
G 403-31753 ST CHARLES EXPANSION	RUEKERT & MIELKE	SITE PLAN REVIEW	\$1,201.75
G 101-12110 PROPERTY TAX REFUNDS	SCHULTZ, JONATHON & SAMANTHA	0426040	\$270.44
G 101-12110 PROPERTY TAX REFUNDS	TOMAHAWK MANUFACTURING INC	2018 PPT	\$246.29
R 101-44100 LICENSES	WAUKESHA COUNTY CLERK	DOG LICENSES	\$1,613.00
G 101-23000 SPECIAL DEPOSITS	WRIGHT CONSTRUCTION SERVICES	BUS OCC/1190 RICHARDS RD	\$500.00
<b>EXPENSE Descr</b>			<b>\$36,190.71</b>
<b>EXPENSE Descr AMBULANCE</b>			
E 101-52300-300 OPERATING SUPPLIES/EXPENSES	BATTERY PRODUCTS INC	PORTABLE SCENE LIGHTS	\$991.90
E 101-52300-300 OPERATING SUPPLIES/EXPENSES	EMERGENCY MEDICAL PRODUCTS	GLOVES	\$89.39
E 101-52300-300 OPERATING SUPPLIES/EXPENSES	MED-TECH RESOURCE LLC	MTR MEGA TRANSFER SHEET	\$64.46
E 101-52300-300 OPERATING SUPPLIES/EXPENSES	U.S. CELLULAR	JAN-FEB CELLULAR	\$105.42
E 101-52300-300 OPERATING SUPPLIES/EXPENSES	WCTC(BILLING)	STUDENT FEES BORLAND/CARROLL/CRAMER	\$432.83
<b>EXPENSE Descr AMBULANCE</b>			<b>\$1,684.00</b>
<b>EXPENSE Descr CAMERON CIRCLE</b>			
E 401-70140-290 OUTSIDE SERVICES/CONTRACTS	RUEKERT & MIELKE	DESIGN	\$337.01
<b>EXPENSE Descr CAMERON CIRCLE</b>			<b>\$337.01</b>
<b>EXPENSE Descr CHESHAM COURT</b>			
E 401-70135-290 OUTSIDE SERVICES/CONTRACTS	RUEKERT & MIELKE	DESIGN	\$181.37
<b>EXPENSE Descr CHESHAM COURT</b>			<b>\$181.37</b>

Account Descr	Search Name	Comments	Amount
EXPENSE Descr CORPORATE RESERVE EXPENSES			
E 402-59900-855 LIBRARY EXPENSE	ENVISIONWARE	RFID SYSTEM	\$18,575.38
EXPENSE Descr CORPORATE RESERVE EXPENSES			\$18,575.38
EXPENSE Descr COVENTRY TOWER DRIVEWAY			
E 401-79270-290 OUTSIDE SERVICES/CONTRACTS	RUEKERT & MIELKE	COVENTRY TOWER DRIVEWAY/DESIGN	\$85.50
EXPENSE Descr COVENTRY TOWER DRIVEWAY			\$85.50
EXPENSE Descr CRACK SEALING/PATCHING/POTHOLE			
E 401-70235-285 CONSTRUCTION COSTS	RUEKERT & MIELKE	DESIGN/BIDDING/CONSTRUCTION ADMIN	\$118.00
EXPENSE Descr CRACK SEALING/PATCHING/POTHOLE			\$118.00
EXPENSE Descr ECONOMIC DEVELOPMENT			
E 804-56700-754 OFFICE EQUIPMENT	CARDMEMBER SERVICES	EXTERNAL HARD DRIVE	\$63.05
E 804-56700-746 TELEPHONE	CARDMEMBER SERVICES	AT&T	\$128.04
E 804-56700-732 GENERAL OPERATION OVERSIGHT	ONTECH SYSTEMS, INC	SKYKICK MIGRATION TOOL	\$12.50
E 804-56700-718 DISTRICT ADV & MARKET POSITION	VILLAGE GRAPHICS	COPYING/BID BROCHURES	\$78.50
E 804-56700-718 DISTRICT ADV & MARKET POSITION	VILLAGE GRAPHICS	COPYING/SAVE THE DATE	\$30.20
EXPENSE Descr ECONOMIC DEVELOPMENT			\$312.29
EXPENSE Descr ELECTIONS			
E 101-51440-300 OPERATING SUPPLIES/EXPENSES	CONLEY MEDIA LLC	ELECTION NOTICE	\$79.39
EXPENSE Descr ELECTIONS			\$79.39
EXPENSE Descr ENVIRONMENTAL SERVICES			
E 201-53635-440 RECYCLING	WAUKESHA CTY TREASURER (515)	HHW MUNICIPAL SHARE COST	\$604.35
EXPENSE Descr ENVIRONMENTAL SERVICES			\$604.35
EXPENSE Descr FINANCIAL ADMINISTRATION			
E 101-51500-300 OPERATING SUPPLIES/EXPENSES	AT&T	JAN-FEB PHONE SERVICE	\$19.92
E 101-51500-290 OUTSIDE SERVICES/CONTRACTS	DIVERSIFIED BENEFIT SERVICES	JAN FSA FEES	\$209.72
E 101-51500-500 PROPERTY ASSESSMENT	GROTA APPRAISALS LLC	1ST INSTALLMENT/ANNUAL ASSESSOR CONTRACT	\$10,375.00
E 101-51500-290 OUTSIDE SERVICES/CONTRACTS	ONTECH SYSTEMS, INC	SKYKICK MIGRATION TOOL	\$10.00
E 101-51500-290 OUTSIDE SERVICES/CONTRACTS	ONTECH SYSTEMS, INC	ONSITE HOURS	\$238.00
E 101-51500-290 OUTSIDE SERVICES/CONTRACTS	ONTECH SYSTEMS, INC	BLOCK HOURS	\$120.04
EXPENSE Descr FINANCIAL ADMINISTRATION			\$10,972.68
EXPENSE Descr FIRE PROTECTION			
E 101-52200-300 OPERATING SUPPLIES/EXPENSES	5 ALARM FIRE	SCBA FLOWTEST/FACE PIECE	\$1,356.00
E 101-52200-220 UTILITY SERVICES	AT&T	JAN-FEB PHONE SERVICE	\$19.92
E 101-52200-255 BLDGS/GROUNDS	DAVE DROEGKAMP HEATING INC	FILTERS	\$105.00
E 101-52200-300 OPERATING SUPPLIES/EXPENSES	OFFICE PRO INC	OFFICE SUPPLIES	\$148.10
E 101-52200-300 OPERATING SUPPLIES/EXPENSES	OFFICE PRO INC	OFFICE SUPPLIES	\$63.31

Account Descr	Search Name	Comments	Amount
E 101-52200-290 OUTSIDE SERVICES/CONTRACTS	ONTECH SYSTEMS, INC	ONSITE HOURS	\$30.00
E 101-52200-300 OPERATING SUPPLIES/EXPENSES	ONTECH SYSTEMS, INC	SKYKICK MIGRATION TOOL	\$20.00
E 101-52200-255 BLDGS/GROUNDS	PIONEER SUPPLY LLC	JANITORIAL SUPPLIES	\$136.00
E 101-52200-220 UTILITY SERVICES	U.S. CELLULAR	JAN-FEB CELLULAR	\$105.42
E 101-52200-220 UTILITY SERVICES	WE ENERGIES	DEC-JAN ELECTRIC/GAS	\$1,022.64
E 101-52200-220 UTILITY SERVICES	WE ENERGIES	DEC-JAN SURVIVE ALIVE/ELECT	\$141.11
E 101-52200-220 UTILITY SERVICES	WE ENERGIES	DEC-JAN SURVIVE ALIVE/GAS	\$30.15
EXPENSE Descr FIRE PROTECTION			\$3,177.65
EXPENSE Descr GENERAL ADMINISTRATION			
E 101-51400-300 OPERATING SUPPLIES/EXPENSES	AT&T	JAN-FEB PHONE SERVICE	\$19.92
E 101-51400-210 LEGAL SERVICES	BUELOW VETTER BUIKEMA OLSON &	PFC ATTORNEY FEES	\$5,649.50
E 101-51400-300 OPERATING SUPPLIES/EXPENSES	COMPETITOR AWARDS & ENGRAVING	NAME PLATES/PLAN COMMISSION	\$99.00
E 101-51400-300 OPERATING SUPPLIES/EXPENSES	COMPETITOR AWARDS & ENGRAVING	NAME PLATE HOLDERS	\$25.80
E 101-51400-300 OPERATING SUPPLIES/EXPENSES	CONLEY MEDIA LLC	UTILITY NOTICE	\$145.37
E 101-51400-395 COMMUNITY RELATIONS	FOX COMPANY, INC	SPRING NEWSLETTER/POSTAGE	\$2,662.38
E 101-51400-290 OUTSIDE SERVICES/CONTRACTS	MUNICIPAL CODE CORP	SUPPLEMENT PAGES/ORD BANK	\$1,014.12
E 101-51400-290 OUTSIDE SERVICES/CONTRACTS	ONTECH SYSTEMS, INC	BLOCK HOURS	\$480.00
E 101-51400-290 OUTSIDE SERVICES/CONTRACTS	ONTECH SYSTEMS, INC	ONSITE HOURS	\$270.00
E 101-51400-300 OPERATING SUPPLIES/EXPENSES	ONTECH SYSTEMS, INC	SKYKICK MIGRATION TOOL	\$16.00
E 101-51400-210 LEGAL SERVICES	VON BRIESEN & ROPER	LEGAL SERVICES	\$1,081.80
E 101-51400-210 LEGAL SERVICES	VON BRIESEN & ROPER	LEGAL SERVICES	\$18,891.80
E 101-51400-210 LEGAL SERVICES	VON BRIESEN & ROPER	LEGAL SERVICES	\$963.50
E 101-51400-290 OUTSIDE SERVICES/CONTRACTS	WI DEPT OF JUSTICE (CHKS)	JAN RECORD CHECKS	\$45.00
EXPENSE Descr GENERAL ADMINISTRATION			\$31,364.19
EXPENSE Descr GRANARY CIRCLE			
E 401-70525-290 OUTSIDE SERVICES/CONTRACTS	RUEKERT & MIELKE	DESIGN	\$84.03
EXPENSE Descr GRANARY CIRCLE			\$84.03
EXPENSE Descr HARVEST WAY			
E 401-70530-290 OUTSIDE SERVICES/CONTRACTS	RUEKERT & MIELKE	DESIGN	\$19.54
EXPENSE Descr HARVEST WAY			\$19.54
EXPENSE Descr INSPECTION			
E 101-52400-300 OPERATING SUPPLIES/EXPENSES	AT&T	JAN-FEB PHONE SERVICE	\$19.92
E 101-52400-300 OPERATING SUPPLIES/EXPENSES	ONTECH SYSTEMS, INC	SKYKICK MIGRATION TOOL	\$4.00
EXPENSE Descr INSPECTION			\$23.92
EXPENSE Descr LAW ENFORCEMENT			
E 101-52100-300 OPERATING SUPPLIES/EXPENSES	AT&T	JAN-FEB PHONE SERVICE	\$19.92
E 101-52100-300 OPERATING SUPPLIES/EXPENSES	HARTFORD POLICE DEPT	DET HOFFA TRAINING	\$40.00
E 101-52100-360 VEHICLE MAINT/EXPENSE	HARTLAND SERVICE INC	SQ #4 OIL CHANGE	\$40.82

Account Descr	Search Name	Comments	Amount
E 101-52100-300 OPERATING SUPPLIES/EXPENSES	LAURIE MATULA-BAHR	REIMBURSE SUPPLIES	\$18.53
E 101-52100-300 OPERATING SUPPLIES/EXPENSES	OFFICE PRO INC	OFFICE SUPPLIES	\$159.35
E 101-52100-300 OPERATING SUPPLIES/EXPENSES	ONTECH SYSTEMS, INC	SKYKICK MIGRATION TOOL	\$88.00
E 101-52100-290 OUTSIDE SERVICES/CONTRACTS	ONTECH SYSTEMS, INC	ONSITE HOURS	\$780.00
E 101-52100-290 OUTSIDE SERVICES/CONTRACTS	ONTECH SYSTEMS, INC	BLOCK HOURS	\$300.00
E 101-52100-290 OUTSIDE SERVICES/CONTRACTS	RHYME BUSINESS PRODUCTS LLC	COPIER	\$31.42
E 101-52100-290 OUTSIDE SERVICES/CONTRACTS	VERIZON WIRELESS	DEC-JAN SERVICE/EQUIPMENT	\$635.48
E 101-52100-290 OUTSIDE SERVICES/CONTRACTS	VERIZON WIRELESS	DEC-JAN SERVICE	\$279.67
E 101-52100-290 OUTSIDE SERVICES/CONTRACTS	VILLAGE GRAPHICS	SHIPPING	\$19.50
E 101-52100-300 OPERATING SUPPLIES/EXPENSES	WAUKESHA CTY EMERGENCY MAN	BADGE CLIP/ID CARD/PRINT	\$2.70
E 101-52100-300 OPERATING SUPPLIES/EXPENSES	WCTC(BILLING)	TRAINING COLLURA/GREENWOOD/JOSWICK	\$159.00
E 101-52100-300 OPERATING SUPPLIES/EXPENSES	WCTC(BILLING)	HOFFA TRAINING	\$31.80
EXPENSE Descr LAW ENFORCEMENT			\$2,606.19
EXPENSE Descr LIBRARY			
E 101-55110-220 UTILITY SERVICES	AT&T	JAN-FEB PHONE SERVICE	\$19.92
E 101-55110-300 OPERATING SUPPLIES/EXPENSES	OFFICE PRO INC	OFFICE SUPPLIES	\$70.48
E 101-55110-290 OUTSIDE SERVICES/CONTRACTS	ONTECH SYSTEMS, INC	ONSITE HOURS	\$390.00
E 101-55110-290 OUTSIDE SERVICES/CONTRACTS	ONTECH SYSTEMS, INC	BLOCK HOURS	\$150.00
E 101-55110-300 OPERATING SUPPLIES/EXPENSES	ONTECH SYSTEMS, INC	SKYKICK MIGRATION TOOL	\$28.00
E 101-55110-310 BOOKS & MATERIALS	PENGUIN RANDOM HOUSE LLC	AUDIOBOOKS	\$60.00
E 101-55110-290 OUTSIDE SERVICES/CONTRACTS	RICOH AMERICAS CORP	FEB COPIER	\$73.17
E 101-55110-290 OUTSIDE SERVICES/CONTRACTS	RICOH AMERICAS CORP	FEB COPIER	\$77.31
E 101-55110-220 UTILITY SERVICES	WE ENERGIES	DEC-JAN ELECTRIC	\$1,954.55
E 101-55110-255 BLDGS/GROUNDS	WIL-KIL	COMMERCIAL CONTRACT	\$50.00
EXPENSE Descr LIBRARY			\$2,873.43
EXPENSE Descr MISC STORM SEWER REPAIR			
E 401-74010-290 OUTSIDE SERVICES/CONTRACTS	RUEKERT & MIELKE	MISC STORM SEWER REPAIR	\$1,196.25
EXPENSE Descr MISC STORM SEWER REPAIR			\$1,196.25
EXPENSE Descr MUNICIPAL BUILDING			
E 101-51600-290 OUTSIDE SERVICES/CONTRACTS	ALSCO	FLOOR MAT SERVICE	\$157.54
E 101-51600-255 BLDGS/GROUNDS	BIEBELS TRUE VALUE	SWITCH COVER PLATE	\$5.99
E 101-51600-255 BLDGS/GROUNDS	HAHN ACE HARDWARE	PAINT	\$43.19
E 101-51600-255 BLDGS/GROUNDS	HAHN ACE HARDWARE	THERMOSTAT	\$17.99
E 101-51600-255 BLDGS/GROUNDS	HAHN ACE HARDWARE	FASTENERS	\$7.72
E 101-51600-255 BLDGS/GROUNDS	HAHN ACE HARDWARE	TOWELS/FASTENERS	\$27.15
E 101-51600-290 OUTSIDE SERVICES/CONTRACTS	OTIS ELEVATOR CO	FEB-APRIL SERVICE CONTRACT	\$362.55
E 101-51600-255 BLDGS/GROUNDS	PIONEER SUPPLY LLC	JANITORIAL SUPPLIES	\$173.00
E 101-51600-220 UTILITY SERVICES	WE ENERGIES	DEC-JAN ELECTRIC	\$1,670.92
E 101-51600-220 UTILITY SERVICES	WE ENERGIES	DEC-JAN GAS	\$517.61
E 101-51600-255 BLDGS/GROUNDS	WERNER ELECTRIC SUPPLY	DIMMER SWITCH	\$48.33

Account Descr	Search Name	Comments	Amount
EXPENSE Descr MUNICIPAL BUILDING			\$3,031.99
EXPENSE Descr NIXON POND MODS DESIGN			
E 401-74120-290 OUTSIDE SERVICES/CONTRACTS	RUEKERT & MIELKE	IMPLEMENTATION/PERMITTING	\$1,082.25
EXPENSE Descr NIXON POND MODS DESIGN			\$1,082.25
EXPENSE Descr PARKS			
E 101-55200-365 BLDGS/GROUNDS MAINT EXPENSE	HOME DEPOT	STAIN/PAINT PICNIC TABLES	\$121.56
E 101-55200-365 BLDGS/GROUNDS MAINT EXPENSE	HOME DEPOT	PAINT SUPPLIES/PUTTY KNIFE/HOOKS	\$158.98
E 101-55200-365 BLDGS/GROUNDS MAINT EXPENSE	KAESTNER AUTO ELECTRIC CO	PLASTIC LEAF RAKES	\$149.94
E 101-55200-220 UTILITY SERVICES	WE ENERGIES	DEC-JAN FAC	\$50.32
E 101-55200-220 UTILITY SERVICES	WE ENERGIES	DEC-JAN HARTBROOK	\$33.28
E 101-55200-220 UTILITY SERVICES	WE ENERGIES	DEC-JAN HARTBROOK	\$18.96
E 101-55200-220 UTILITY SERVICES	WE ENERGIES	DEC-JAN CENTENNIAL	\$169.38
E 101-55200-220 UTILITY SERVICES	WE ENERGIES	DEC-JAN PENBROOK	\$23.46
E 101-55200-220 UTILITY SERVICES	WE ENERGIES	DEC-JAN PENBROOK	\$18.96
E 101-55200-220 UTILITY SERVICES	WE ENERGIES	DEC-JAN NIXON	\$67.51
E 101-55200-220 UTILITY SERVICES	WE ENERGIES	DEC-JAN NIXON	\$36.92
E 101-55200-220 UTILITY SERVICES	WE ENERGIES	DEC-JAN NIXON	\$21.65
E 101-55200-220 UTILITY SERVICES	WE ENERGIES	DEC-JAN BARK RIVER	\$44.00
E 101-55200-220 UTILITY SERVICES	WE ENERGIES	DEC-JAN NIXON	\$21.65
EXPENSE Descr PARKS			\$936.57
EXPENSE Descr PAVEMENT CORINGS			
E 401-70540-290 OUTSIDE SERVICES/CONTRACTS	RUEKERT & MIELKE	DEISGN	\$19.54
EXPENSE Descr PAVEMENT CORINGS			\$19.54
EXPENSE Descr PUBLIC WORKS			
E 101-53000-220 UTILITY SERVICES	AT&T	JAN-FEB PHONE SERVICE	\$19.92
E 101-53000-300 OPERATING SUPPLIES/EXPENSES	BATTERY PRODUCTS INC	FLASHLIGHT CHARGER	\$15.30
E 101-53000-360 VEHICLE MAINT/EXPENSE	BAYCOM, INC.	RADIO ANTENNAS	\$132.00
E 101-53000-365 BLDGS/GROUNDS MAINT EXPENSE	BIEBELS TRUE VALUE	PAINT SUPPLIES/BRUSH	\$42.48
E 101-53000-360 VEHICLE MAINT/EXPENSE	BIEBELS TRUE VALUE	SUPER GLUE	\$3.48
E 101-53000-360 VEHICLE MAINT/EXPENSE	BIEBELS TRUE VALUE	HARDWARE FOR BLOWERS	\$38.02
E 101-53000-365 BLDGS/GROUNDS MAINT EXPENSE	BIEBELS TRUE VALUE	CLEANING SUPPLIES	\$27.79
E 101-53000-360 VEHICLE MAINT/EXPENSE	BIEBELS TRUE VALUE	NUTS/BOLTS	\$7.20
E 101-53000-365 BLDGS/GROUNDS MAINT EXPENSE	BIEBELS TRUE VALUE	CAULK/BRUSH/PAINT TRAY	\$47.93
E 101-53000-360 VEHICLE MAINT/EXPENSE	BUMPER TO BUMPER	CABLE CARE KIT	\$27.99
E 101-53000-360 VEHICLE MAINT/EXPENSE	BUMPER TO BUMPER HARTLAND	SOAP/SEALANT/FITTINGS	\$360.15
E 101-53000-360 VEHICLE MAINT/EXPENSE	BUMPER TO BUMPER HARTLAND	BARREL PUMP	\$487.29
E 101-53000-360 VEHICLE MAINT/EXPENSE	BUMPER TO BUMPER HARTLAND	BLUE MATS	\$97.99
E 101-53000-360 VEHICLE MAINT/EXPENSE	BUMPER TO BUMPER HARTLAND	ELECTRICAL CONNECTORS	\$20.59
E 101-53000-360 VEHICLE MAINT/EXPENSE	BUMPER TO BUMPER HARTLAND	OIL/MICROFIBER PADS	\$12.57

Account Descr	Search Name	Comments	Amount
E 101-53000-430 SNOW & ICE REMOVAL	COMPASS MINERALS	SALT	\$45,373.06
E 101-53000-360 VEHICLE MAINT/EXPENSE	E.H. WOLF	DIESEL FUEL	\$398.70
E 101-53000-360 VEHICLE MAINT/EXPENSE	E.H. WOLF	DIESEL FUEL	\$821.16
E 101-53000-360 VEHICLE MAINT/EXPENSE	E.H. WOLF	UNLEADED GASOLINE	\$1,254.83
E 101-53000-360 VEHICLE MAINT/EXPENSE	E.H. WOLF	DIESEL FUEL	\$1,946.86
E 101-53000-360 VEHICLE MAINT/EXPENSE	FORCE AMERICA	PLOW CABLES/CONTROL	\$282.59
E 101-53000-430 SNOW & ICE REMOVAL	GUTHRIE & FREY INC	REIMBURSE MAILBOX	\$75.00
E 101-53000-365 BLDGS/GROUNDS MAINT EXPENSE	HOME DEPOT	LIGHTS/BULBS	\$260.28
E 101-53000-365 BLDGS/GROUNDS MAINT EXPENSE	HOME DEPOT	PAINT	\$158.01
E 101-53000-365 BLDGS/GROUNDS MAINT EXPENSE	HOME DEPOT	CORDLESS IMPACT	\$249.00
E 101-53000-365 BLDGS/GROUNDS MAINT EXPENSE	HOME DEPOT	PAINT	\$217.67
E 101-53000-365 BLDGS/GROUNDS MAINT EXPENSE	HOME DEPOT	ELECTRICAL SUPPLIES	\$52.80
E 101-53000-365 BLDGS/GROUNDS MAINT EXPENSE	HOME DEPOT	LIGHTS	\$269.28
E 101-53000-180 OTHER BENEFITS	ITU ABSORBTECH INC	UNIFORMS	\$105.95
E 101-53000-180 OTHER BENEFITS	ITU ABSORBTECH INC	UNIFORMS	\$132.95
E 101-53000-430 SNOW & ICE REMOVAL	KEEHN, KEVIN & TERI	REIMBURSE MAILBOX	\$25.44
E 101-53000-410 STREETS GEN MAINT	LANGE ENTERPRISES INC	SIGNS/ARROWS	\$497.46
E 101-53000-180 OTHER BENEFITS	MAAS, CHRIS	REIMBURSE CLOTHING ALLOWANCE	\$200.00
E 101-53000-290 OUTSIDE SERVICES/CONTRACTS	MBM	JAN-APR COPIER	\$108.55
E 101-53000-360 VEHICLE MAINT/EXPENSE	MILLER-BRADFORD RISBERG INC	WINDOW LATCHES	\$20.62
E 101-53000-360 VEHICLE MAINT/EXPENSE	MILLER-BRADFORD RISBERG INC	KEYS	\$14.30
E 101-53000-360 VEHICLE MAINT/EXPENSE	NAPA AUTO PARTS	LICENSE PLATE FRAME	\$8.69
E 101-53000-360 VEHICLE MAINT/EXPENSE	NAPA AUTO PARTS	BRUSH/WASHER FLUID/FILTER/HOSE	\$249.98
E 101-53000-300 OPERATING SUPPLIES/EXPENSES	OLSEN SAFETY EQUIPMENT CORP	SAFETY GLASSES/GLOVES	\$68.92
E 101-53000-290 OUTSIDE SERVICES/CONTRACTS	ONTECH SYSTEMS, INC	ONSITE HOURS	\$120.00
E 101-53000-290 OUTSIDE SERVICES/CONTRACTS	ONTECH SYSTEMS, INC	BLOCK HOURS	\$210.00
E 101-53000-300 OPERATING SUPPLIES/EXPENSES	ONTECH SYSTEMS, INC	SKYKICK MIGRATION TOOL	\$24.00
E 101-53000-365 BLDGS/GROUNDS MAINT EXPENSE	PIONEER SUPPLY LLC	JANITORIAL SUPPLIES	\$177.00
E 101-53000-360 VEHICLE MAINT/EXPENSE	PRICE ENGINEERING	HYDRAULIC HOSES FOR BOBCAT	\$178.80
E 101-53000-360 VEHICLE MAINT/EXPENSE	PROVEN POWER INC	KEY/SNOW BLOWER HUB	\$284.66
E 101-53000-365 BLDGS/GROUNDS MAINT EXPENSE	REARDON METAL FEBRICATING	FLOOR DRAIN	\$785.00
E 101-53000-290 OUTSIDE SERVICES/CONTRACTS	RUEKERT & MIELKE	NOV-DEC PLANNING SERVICES	\$169.00
E 101-53000-420 STORM SEWER	RUEKERT & MIELKE	MS4 COMPLIANCE	\$240.00
E 101-53000-290 OUTSIDE SERVICES/CONTRACTS	RUEKERT & MIELKE	WISDOT MLS GRANT APPLICATION	\$1,518.25
E 101-53000-365 BLDGS/GROUNDS MAINT EXPENSE	TRINITY ECO SOLUTIONS	CHISEL STRIPPER/MOP/FLOOR WAX	\$408.30
E 101-53000-360 VEHICLE MAINT/EXPENSE	TRUCK COUNTRY OF WISCONSIN	FLOOR MAT	\$197.12
E 101-53000-360 VEHICLE MAINT/EXPENSE	TRUCK COUNTRY OF WISCONSIN	HOSE	\$39.09
E 101-53000-360 VEHICLE MAINT/EXPENSE	TRUCK COUNTRY OF WISCONSIN	COOLANT	\$164.57
E 101-53000-360 VEHICLE MAINT/EXPENSE	TRUCK COUNTRY OF WISCONSIN	VALVE/HARNESS HEATER	\$184.48
E 101-53000-360 VEHICLE MAINT/EXPENSE	TRUCK COUNTRY OF WISCONSIN	SPRING BRAKE	\$182.85
E 101-53000-360 VEHICLE MAINT/EXPENSE	TRUCK COUNTRY OF WISCONSIN	CREDIT	-\$294.43
E 101-53000-360 VEHICLE MAINT/EXPENSE	TRUCK COUNTRY OF WISCONSIN	VALVE	\$105.53

Account Descr	Search Name	Comments	Amount
E 101-53000-360 VEHICLE MAINT/EXPENSE	TRUCK COUNTRY OF WISCONSIN	FLUID	\$79.90
E 101-53000-360 VEHICLE MAINT/EXPENSE	TRUCK COUNTRY OF WISCONSIN	SWITCH BLOWER	\$25.33
E 101-53000-220 UTILITY SERVICES	U.S. CELLULAR	JAN-FEB CELLULAR	\$111.56
E 101-53000-220 UTILITY SERVICES	VERIZON WIRELESS	DEC-JAN SERVICE	\$75.70
E 101-53000-300 OPERATING SUPPLIES/EXPENSES	VILLAGE GRAPHICS	GARBAGE CART TAGS	\$57.65
E 101-53000-225 STREET LIGHTING	WE ENERGIES	NOV-DEC CLOCK	\$42.75
E 101-53000-225 STREET LIGHTING	WE ENERGIES	DEC-JAN ST LIGHTING	\$156.28
E 101-53000-220 UTILITY SERVICES	WE ENERGIES	DEC-JAN ELECTRIC	\$762.68
E 101-53000-225 STREET LIGHTING	WE ENERGIES	DEC-JAN CAMPUS DR	\$390.35
E 101-53000-220 UTILITY SERVICES	WE ENERGIES	DEC-JAN GAS	\$961.61
EXPENSE Descr PUBLIC WORKS			\$61,490.83
EXPENSE Descr RECREATION PROGRAMS/EVENTS			
E 101-55300-300 OPERATING SUPPLIES/EXPENSES	AT&T	JAN-FEB PHONE SERVICE	\$19.92
E 101-55300-290 OUTSIDE SERVICES/CONTRACTS	DUMA, KERRY	JAN YOGA STRENGTH PUNCH CARDS	\$108.00
E 101-55300-290 OUTSIDE SERVICES/CONTRACTS	DUMA, KERRY	JAN MODERATE YOGA PUNCH CARDS	\$252.00
E 101-55300-290 OUTSIDE SERVICES/CONTRACTS	DUMA, KERRY	JAN GENTLE YOGA PUNCH CARDS	\$396.00
E 101-55300-290 OUTSIDE SERVICES/CONTRACTS	DUSOLD, CAROL	JAN NIA PUNCH CARDS	\$32.00
E 101-55300-290 OUTSIDE SERVICES/CONTRACTS	FARMER-TIEFENTHALER, SUSAN	JAN-MARCH PM ART STUDIO	\$432.00
E 101-55300-290 OUTSIDE SERVICES/CONTRACTS	FARMER-TIEFENTHALER, SUSAN	JAN-MARCH AM ART STUDIO	\$648.00
E 101-55300-290 OUTSIDE SERVICES/CONTRACTS	FARMER-TIEFENTHALER, SUSAN	JAN-MARCH AM SR ART STUDIO	\$256.00
E 101-55300-290 OUTSIDE SERVICES/CONTRACTS	FARMER-TIEFENTHALER, SUSAN	JAN-MARCH PM SR ART STUDIO	\$320.00
E 101-55300-302 TO THE POINTE DANCE PROGRAM	GAYDOS-FEDAK, NINA M	JAN DANCE CLASSES	\$621.00
E 101-55300-290 OUTSIDE SERVICES/CONTRACTS	ITS IN EVERY DETAIL	JAN HEADS UP YOGA PUNCH CARDS	\$64.00
E 101-55300-290 OUTSIDE SERVICES/CONTRACTS	ITS IN EVERY DETAIL	JAN BARRE STRENGTH PUNCH CARDS	\$384.00
E 101-55300-290 OUTSIDE SERVICES/CONTRACTS	ITS IN EVERY DETAIL	JAN BARRE STRETCH PUNCH CARDS	\$160.00
E 101-55300-302 TO THE POINTE DANCE PROGRAM	JAMES, KELSEY	JAN DANCE CLASSES	\$1,823.40
E 101-55300-290 OUTSIDE SERVICES/CONTRACTS	OBOYLE, ERIN	SWING DANCE TRY IT	\$48.00
E 101-55300-300 OPERATING SUPPLIES/EXPENSES	ONTECH SYSTEMS, INC	SKYKICK MIGRATION TOOL	\$10.00
E 101-55300-290 OUTSIDE SERVICES/CONTRACTS	SEAT OF THE PANTS PRODUCTIONS	OLD FAMILY PHOTOS PROGRAM	\$104.00
E 101-55300-290 OUTSIDE SERVICES/CONTRACTS	SPRECHER, MARIA	JAN QIGONG 10 PUNCH CARDS	\$144.00
E 101-55300-290 OUTSIDE SERVICES/CONTRACTS	SPRECHER, MARIA	JAN QIGONG 6 PUNCH CARD	\$96.00
E 101-55300-300 OPERATING SUPPLIES/EXPENSES	U.S. CELLULAR	JAN-FEB CELLULAR	\$35.92
E 101-55300-290 OUTSIDE SERVICES/CONTRACTS	WAUKESHA CTY TREASURER (515)	JAN-FEB LEARN TO SKATE	\$420.00
E 101-55300-290 OUTSIDE SERVICES/CONTRACTS	WEHLAGE, MARY	JAN YOGA FOR LIFE SR PUNCH CARDS	\$1,433.60
E 101-55300-290 OUTSIDE SERVICES/CONTRACTS	WEHLAGE, MARY	JAN YOGA IN THE PARK SR PUNCH CARDS	\$44.80
E 101-55300-290 OUTSIDE SERVICES/CONTRACTS	WEHLAGE, MARY	JAN YOGA FOR LIFE PUNCH CARDS	\$864.00
E 101-55300-290 OUTSIDE SERVICES/CONTRACTS	WEHLAGE, MARY	JAN CHAIR YOGA PUNCH CARDS	\$800.00
E 101-55300-290 OUTSIDE SERVICES/CONTRACTS	WEHLAGE, MARY	JAN YOGA IN THE PARK PUNCH CARDS	\$48.00
EXPENSE Descr RECREATION PROGRAMS/EVENTS			\$9,564.64
EXPENSE Descr SENOR TOMAS MUNC LOT			

Account Descr	Search Name	Comments	Amount
E 401-79265-290 OUTSIDE SERVICES/CONTRACTS	RUEKERT & MIELKE	SENROR TOMAS PARKING DESIGN	\$107.75
EXPENSE Descr SENOR TOMAS MUNIC LOT			\$107.75
EXPENSE Descr SEWER SERVICE			
E 204-53610-385 MAINTENANCE-COLLECT EQP PUMP	AT&T	JAN-FEB PHONE SERVICE	\$19.91
E 204-53610-290 OUTSIDE SERVICES/CONTRACTS	DIVERSIFIED BENEFIT SERVICES	JAN FSA FEES	\$32.27
E 204-53610-290 OUTSIDE SERVICES/CONTRACTS	MBM	JAN-APR COPIER	\$108.55
E 204-53610-290 OUTSIDE SERVICES/CONTRACTS	ONTECH SYSTEMS, INC	ONSITE HOURS	\$120.00
E 204-53610-300 OPERATING SUPPLIES/EXPENSES	ONTECH SYSTEMS, INC	SKYKICK MIGRATION TOOL	\$6.00
E 204-53610-290 OUTSIDE SERVICES/CONTRACTS	RUEKERT & MIELKE	GIS DATA MAINTENANCE	\$49.87
E 204-53610-800 CAPITAL OUTLAY	RUEKERT & MIELKE	MISC SEWER/REPAIRS	\$1,089.00
E 204-53610-800 CAPITAL OUTLAY	RUEKERT & MIELKE	CONSTRUCTION SERVICs	\$969.00
E 204-53610-290 OUTSIDE SERVICES/CONTRACTS	RUEKERT & MIELKE	SEWER DESIGN/SURVEY	\$9,839.75
E 204-53610-385 MAINTENANCE-COLLECT EQP PUMP	U.S. CELLULAR	JAN-FEB CELLULAR	\$111.57
E 204-53610-220 UTILITY SERVICES	WE ENERGIES	NOV-DEC ARLENE	\$347.69
E 204-53610-220 UTILITY SERVICES	WE ENERGIES	NOV-JAN CRYSTAL	\$188.76
E 204-53610-220 UTILITY SERVICES	WE ENERGIES	DEC-JAN WOODLANDS	\$48.06
E 204-53610-220 UTILITY SERVICES	WE ENERGIES	DEC-JAN BRADFORD	\$54.54
E 204-53610-220 UTILITY SERVICES	WE ENERGIES	DEC-JAN HWY 83	\$28.71
E 204-53610-220 UTILITY SERVICES	WE ENERGIES	NOV-JAN RUSTIC	\$47.29
E 204-53610-220 UTILITY SERVICES	WE ENERGIES	NOV-DEC SHADOW RIDGE	\$78.08
EXPENSE Descr SEWER SERVICE			\$13,139.05
EXPENSE Descr STORM SWR CATCH BASIN REPAIR			
E 401-74075-290 OUTSIDE SERVICES/CONTRACTS	RUEKERT & MIELKE	STORM SEWER CATCH BASIN	\$1,861.00
EXPENSE Descr STORM SWR CATCH BASIN REPAIR			\$1,861.00
EXPENSE Descr SUNNYSLOPE DR (RAE-MERTON)			
E 401-70285-290 OUTSIDE SERVICES/CONTRACTS	RUEKERT & MIELKE	DESIGN	\$593.87
EXPENSE Descr SUNNYSLOPE DR (RAE-MERTON)			\$593.87
EXPENSE Descr SURREY LANE			
E 401-70130-290 OUTSIDE SERVICES/CONTRACTS	RUEKERT & MIELKE	DESIGN	\$460.89
EXPENSE Descr SURREY LANE			\$460.89
EXPENSE Descr TRUSTEES			
E 101-51100-305 EXPENSES-OTHER	MERTON, TOWN OF	VILTER ANNEXATION	\$51.65
EXPENSE Descr TRUSTEES			\$51.65
EXPENSE Descr WATER UTILITY			
E 620-53700-605 MAINTENANCE-WATER SOURCE PLANT	AT&T	JAN-FEB PHONE SERVICE	\$19.91
E 620-53700-923 OUTSIDE SERVICES	BADGER METER INC	JAN BEACON HOSTING	\$155.18
E 620-53700-653 MAINTENANCE OF METERS	BIEBELS TRUE VALUE	WIRE CUTTER/MARKER/BUCKET	\$23.68

Account Descr	Search Name	Comments	Amount
E 620-53700-923 OUTSIDE SERVICES	DIVERSIFIED BENEFIT SERVICES	JAN FSA FEES	\$80.66
E 620-53700-651 MAINTENANCE OF MAINS	FERGUSON WATERWORKS	CLAMP	\$131.75
E 620-53700-625 MAINTENANCE OF PUMPING PLANT	HOME DEPOT	ELECTRICAL SUPPLIES	\$101.80
E 620-53700-923 OUTSIDE SERVICES	HYDROCORP	JAN INSPECTIONS/REPORTING	\$2,885.00
E 620-53700-923 OUTSIDE SERVICES	MBM	JAN-APR COPIER	\$108.55
E 620-53700-674 METERS	MIDWEST METER INC	METERS	\$5,819.00
E 620-53700-923 OUTSIDE SERVICES	NORTHERN LAKE SERVICE INC	JAN BACTERIA SAMPLES	\$57.00
E 620-53700-923 OUTSIDE SERVICES	NORTHERN LAKE SERVICE INC	JAN BACTERIA SAMPLES	\$57.00
E 620-53700-923 OUTSIDE SERVICES	NORTHERN LAKE SERVICE INC	JAN BACTERIA	\$76.00
E 620-53700-923 OUTSIDE SERVICES	NORTHERN LAKE SERVICE INC	570 PROGRESS WELL #3	\$20.00
E 620-53700-651 MAINTENANCE OF MAINS	OKAUCHEE REDI-MIX INC	SLURRY	\$1,800.00
E 620-53700-651 MAINTENANCE OF MAINS	OKAUCHEE REDI-MIX INC	SLURRY/CONCRETE	\$505.00
E 620-53700-923 OUTSIDE SERVICES	ONTECH SYSTEMS, INC	ONSITE HOURS	\$120.00
E 620-53700-921 OFFICE SUPPLIES & EXPENSES	ONTECH SYSTEMS, INC	SKYKICK MIGRATION TOOL	\$6.00
E 620-53700-923 OUTSIDE SERVICES	RUEKERT & MIELKE	GIS DATA MAINTENANCE	\$49.88
E 620-53700-678 HYDRANTS	RUEKERT & MIELKE	HYDRANT REPLACEMENT	\$1,762.00
E 620-53700-673 TRANS&DIST MAINS	RUEKERT & MIELKE	VALVE REPLACEMENT	\$1,013.75
E 620-53700-673 TRANS&DIST MAINS	RUEKERT & MIELKE	WATER MAIN DESIGN/SURVEY	\$8,741.50
E 620-53700-651 MAINTENANCE OF MAINS	STRIETER FARM TRUCK SERVICE	STONE	\$752.41
E 620-53700-672 DISTRIB/RESERVE STANDPIPE	SUEZ	WATER TOWER MAINTENANCE CONTRACT	\$80,841.00
E 620-53700-653 MAINTENANCE OF METERS	T&P SALES INC	GASKETS	\$76.50
E 620-53700-605 MAINTENANCE-WATER SOURCE PLANT	U.S. CELLULAR	JAN-FEB CELLULAR	\$111.56
E 620-53700-632 WATER TREATMENT-SUPPLIES/EXP	USA BLUE BOOK	INJECTION VALVE	\$303.19
E 620-53700-622 POWER FOR PUMPING	WE ENERGIES	DEC-JAN SUNSHINE	\$2,988.41
E 620-53700-625 MAINTENANCE OF PUMPING PLANT	WE ENERGIES	DEC-JAN #3 PUMPHOUSE	\$11.55
E 620-53700-622 POWER FOR PUMPING	WE ENERGIES	DEC-JAN PEBROOK	\$346.26
E 620-53700-625 MAINTENANCE OF PUMPING PLANT	WE ENERGIES	DEC-JAN PENBROOK	\$47.66
E 620-53700-622 POWER FOR PUMPING	WE ENERGIES	NOV-DEC HILL ST	\$61.95
E 620-53700-622 POWER FOR PUMPING	WE ENERGIES	DEC-JAN SUNNYSLOPE	\$990.13
E 620-53700-625 MAINTENANCE OF PUMPING PLANT	WE ENERGIES	DEC-JAN SUNSHINE	\$48.88
E 620-53700-622 POWER FOR PUMPING	WE ENERGIES	DEC-JAN MANCHESTER	\$1,440.22
E 620-53700-622 POWER FOR PUMPING	WE ENERGIES	DEC-JAN COVENTRY	\$104.38
EXPENSE Descr WATER UTILITY			\$111,657.76
			\$314,483.67

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## Payments

Current Period: JANUARY 2020

Batch Name	JAN20MC	User Dollar Amt	\$10,059.90		
	Payments	Computer Dollar Amt	\$10,059.90		
			\$0.00	In Balance	
Refer	62263 WI SUPPORT COLLECTIONS TRUS	Ck# 008873	1/10/2020		
Cash Payment	G 101-21580 GARNISHMENT DEDUCTIO	PP#1			\$671.87
Invoice					
Transaction Date	2/3/2020	GF Checking	11100	<b>Total</b>	<b>\$671.87</b>
Refer	62264 SAUSAGE HAUS	Ck# 008874	1/10/2020		
Cash Payment	E 101-51400-395 COMMUNITY RELATIO	FOOD FOR HOLIDAY PARTY			\$413.24
Invoice					
Transaction Date	2/3/2020	GF Checking	11100	<b>Total</b>	<b>\$413.24</b>
Refer	62265 WI SUPPORT COLLECTIONS TRUS	Ck# 008876	1/24/2020		
Cash Payment	G 101-21580 GARNISHMENT DEDUCTIO	PP #2			\$588.79
Invoice					
Transaction Date	2/3/2020	GF Checking	11100	<b>Total</b>	<b>\$588.79</b>
Refer	62269 ELM GROVE POLICE DEPARTMEN	Ck# 008877	1/27/2020		
Cash Payment	G 101-34155 POLICE DONATIONS/EQUI	SCIT ARMORED RESCUE VEHICLE			\$8,386.00
Invoice					
Transaction Date	2/3/2020	GF Checking	11100	<b>Total</b>	<b>\$8,386.00</b>

### Fund Summary

	11100 GF Checking	
101 GENERAL FUND	\$10,059.90	
	<u>\$10,059.90</u>	

Pre-Written Checks	\$10,059.90
Checks to be Generated by the Computer	\$0.00
<b>Total</b>	<b>\$10,059.90</b>

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## Payments

Current Period: JANUARY 2020

Batch Name	JAN20WIRE	Payment	Computer Dollar Amt	\$6,817,257.56	Posted	
Refer	62204	FIRST BANK FINANCIAL CENTRE	Ck# 2020001E	1/31/2020		
Cash Payment	E 101-51500-300	OPERATING SUPPLIES	EBUSINESS BANKING/ACH			\$75.00
			FILTERS/POSITIVE PAY			
Invoice						
Transaction Date	1/31/2020	Due 0	GF Checking	11100	Total	\$75.00
Refer	62205	AFLAC	Ck# 2020002E	1/10/2020		
Cash Payment	G 101-21592	AFLAC INS PAYABLE	MONTHLY EMPLOYEE AFLAC DEDUCTIONS			\$195.82
Invoice						
Transaction Date	1/10/2020	Due 0	GF Checking	11100	Total	\$195.82
Refer	62206	PAYROLL DATA SERVICES INC	Ck# 2020003E	1/9/2020		
Cash Payment	E 804-56700-110	SALARIES	JANUARY 10 BID PAYROLL WIRE			\$1,214.01
Invoice						
Cash Payment	G 804-21520	RETIREMENT DEDUCTION	JANUARY 10 BID PAYROLL WIRE			-\$99.66
Invoice						
Cash Payment	E 804-56700-760	PAYROLL SERVICE CH	JANUARY 10 BID PAYROLL WIRE			\$126.43
Invoice						
Transaction Date	1/10/2020	Due 0	GF Checking	11100	Total	\$1,240.78
Refer	62207	PAYROLL DATA SERVICES INC	Ck# 2020004E	1/27/2020		
Cash Payment	E 804-56700-110	SALARIES	JANUARY 24 BID PAYROLL WIRE			\$1,133.07
Invoice						
Cash Payment	G 804-21520	RETIREMENT DEDUCTION	JANUARY 24 BID PAYROLL WIRE			-\$99.66
Invoice						
Cash Payment	E 804-56700-760	PAYROLL SERVICE CH	JANUARY 24 BID PAYROLL WIRE			\$40.43
Invoice						
Transaction Date	1/24/2020	Due 0	GF Checking	11100	Total	\$1,073.84
Refer	62208	WI RETIREMENT SYSTEM	Ck# 2020005E	1/31/2020		
Cash Payment	E 101-55300-140	RETIREMENT BENEFIT	DECEMBER WRS PREMIUMS			\$329.68
Invoice						
Cash Payment	E 101-51400-140	RETIREMENT BENEFIT	DECEMBER WRS PREMIUMS			\$368.46
Invoice						
Cash Payment	E 101-51500-140	RETIREMENT BENEFIT	DECEMBER WRS PREMIUMS			\$317.75
Invoice						
Cash Payment	E 101-51600-140	RETIREMENT BENEFIT	DECEMBER WRS PREMIUMS			\$41.42
Invoice						
Cash Payment	E 101-52100-140	RETIREMENT BENEFIT	DECEMBER WRS PREMIUMS			\$12,842.88
Invoice						
Cash Payment	E 101-52100-140	RETIREMENT BENEFIT	DECEMBER WRS PREMIUMS			\$539.33
Invoice						
Cash Payment	E 101-52200-140	RETIREMENT BENEFIT	DECEMBER WRS PREMIUMS			\$111.32
Invoice						
Cash Payment	E 101-52200-140	RETIREMENT BENEFIT	DECEMBER WRS PREMIUMS			\$417.67
Invoice						
Cash Payment	E 101-52300-140	RETIREMENT BENEFIT	DECEMBER WRS PREMIUMS			\$157.79
Invoice						

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Payments

Current Period: JANUARY 2020

Cash Payment	E 101-52300-140 RETIREMENT BENEFIT	DECEMBER WRS PREMIUMS			\$1,781.43	
Invoice						
Cash Payment	E 101-53000-140 RETIREMENT BENEFIT	DECEMBER WRS PREMIUMS			\$3,294.85	
Invoice						
Cash Payment	E 101-55110-140 RETIREMENT BENEFIT	DECEMBER WRS PREMIUMS			\$1,618.80	
Invoice						
Cash Payment	E 620-53700-926 EMPLOYEE PENSIONS	DECEMBER WRS PREMIUMS			\$1,345.35	
Invoice						
Cash Payment	E 204-53610-110 SALARIES	DECEMBER WRS PREMIUMS			\$370.82	
Invoice						
Cash Payment	E 204-53610-110 SALARIES	DECEMBER WRS PREMIUMS			\$276.63	
Invoice						
Cash Payment	E 204-53610-390 BILLING/COLLECTION/	DECEMBER WRS PREMIUMS			\$379.58	
Invoice						
Cash Payment	G 101-21520 RETIREMENT DEDUCTION	DECEMBER WRS PREMIUMS			\$9,151.79	
Invoice						
Cash Payment	G 101-21520 RETIREMENT DEDUCTION	DECEMBER WRS PREMIUMS			\$9,190.77	
Invoice						
Transaction Date	1/31/2020	Due 0	GF Checking	11100	<b>Total</b>	\$42,536.32
Refer	62209 EMPLOYEE TRUST FUNDS					
Cash Payment	E 101-51400-150 HEALTH/DENTAL/LIFE	FEBRUARY HEALTH INSURANCE PREMIUMS			\$3,254.16	
Invoice						
Cash Payment	E 101-51500-150 HEALTH/DENTAL/LIFE	FEBRUARY HEALTH INSURANCE PREMIUMS			\$3,918.40	
Invoice						
Cash Payment	E 101-55300-150 HEALTH/DENTAL/LIFE	FEBRUARY HEALTH INSURANCE PREMIUMS			\$664.24	
Invoice						
Cash Payment	E 101-52100-150 HEALTH/DENTAL/LIFE	FEBRUARY HEALTH INSURANCE PREMIUMS			\$27,382.09	
Invoice						
Cash Payment	E 101-53000-150 HEALTH/DENTAL/LIFE	FEBRUARY HEALTH INSURANCE PREMIUMS			\$18,283.85	
Invoice						
Cash Payment	E 101-55110-150 HEALTH/DENTAL/LIFE	FEBRUARY HEALTH INSURANCE PREMIUMS			\$5,259.92	
Invoice						
Cash Payment	E 101-52200-150 HEALTH/DENTAL/LIFE	FEBRUARY HEALTH INSURANCE PREMIUMS			\$2,450.79	
Invoice						
Cash Payment	E 101-52300-150 HEALTH/DENTAL/LIFE	FEBRUARY HEALTH INSURANCE PREMIUMS			\$2,450.78	
Invoice						
Cash Payment	G 101-21530 INSURANCE DEDUCTIONS	FEBRUARY HEALTH INSURANCE PREMIUMS			\$1,259.61	
Invoice						
Cash Payment	G 101-34140 UNFUNDED EMPLOYEE BE	FEBRUARY HEALTH INSURANCE PREMIUMS			\$2,378.68	
Invoice						
Transaction Date	1/24/2020	Due 0	GF Checking	11100	<b>Total</b>	\$67,302.52
Refer	62210 ARROWHEAD UNIION HIGH SCHL					
Cash Payment	G 801-24600 TAXES DUE TO SCHOOL DI	JANUARY TAX SETTLEMENT			\$1,960,709.79	
Invoice						
Transaction Date	1/15/2020	Due 0	GF Checking	11100	<b>Total</b>	\$1,960,709.79
Refer	62211 HARTLAND/LAKESIDE SCHOOL DI					
Cash Payment	G 801-24600 TAXES DUE TO SCHOOL DI	JANUARY TAX SETTLEMENT			\$1,984,015.23	
Invoice						

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## Payments

Current Period: JANUARY 2020

Transaction Date	1/15/2020	Due 0	GF Checking	11100	Total	\$1,984,015.23
Refer	62212 MERTON COMMUNITY SCHOOL DI Ck# 2020009E 1/15/2020					
Cash Payment	G 801-24600 TAXES DUE TO SCHOOL DI	JANUARY TAX SETTLEMENT				\$73,463.26
Invoice						
Transaction Date	1/15/2020	Due 0	GF Checking	11100	Total	\$73,463.26
Refer	62213 LAKE COUNTRY SCHOOL Ck# 2020010E 1/15/2020					
Cash Payment	G 801-24600 TAXES DUE TO SCHOOL DI	JANUARY TAX SETTLEMENT				\$349,419.46
Invoice						
Transaction Date	1/15/2020	Due 0	GF Checking	11100	Total	\$349,419.46
Refer	62214 WAUKESHA CTY TREASURER (515 Ck# 2020011E 1/15/2020					
Cash Payment	G 801-24310 TAXES DUE TO COUNTY &	JANUARY TAX SETTLEMENT				\$1,239,732.07
Invoice						
Transaction Date	1/15/2020	Due 0	GF Checking	11100	Total	\$1,239,732.07
Refer	62215 SWALLOW SCHOOL DISTRICT Ck# 2020012E 1/15/2020					
Cash Payment	G 801-24600 TAXES DUE TO SCHOOL DI	JANUARY TAX SETTLEMENT				\$837,990.44
Invoice						
Transaction Date	1/15/2020	Due 0	GF Checking	11100	Total	\$837,990.44
Refer	62216 WCTC (2) (TAXES) Ck# 2020013E 1/15/2020					
Cash Payment	G 801-24610 TAXES DUE TO VTAE DIST	JANUARY TAX SETTLEMENT				\$245,363.51
Invoice						
Transaction Date	1/15/2020	Due 0	GF Checking	11100	Total	\$245,363.51
Refer	62217 PAYMENT SERVICE NETWORK Ck# 2020014E 1/2/2020					
Cash Payment	E 620-53700-923 OUTSIDE SERVICES	MONTHLY CREDIT CARD PROCESSING FEES				\$43.70
Invoice						
Cash Payment	E 204-53610-290 OUTSIDE SERVICES/C	MONTHLY CREDIT CARD PROCESSING FEES				\$43.70
Invoice						
Transaction Date	1/2/2020	Due 0	GF Checking	11100	Total	\$87.40
Refer	62218 WI DEFERRED COMPENSATION P Ck# 2020015E 1/31/2020					
Cash Payment	G 101-21570 DEFERRED COMP DEDUCT	MONTHLY EMPLOYEE DEFERRED COMP DEDUCTIONS				\$13,771.80
Invoice						
Transaction Date	1/31/2020	Due 0	GF Checking	11100	Total	\$13,771.80
Refer	62219 WI DEPT OF REVENUE (SALES TA Ck# 2020016E 1/31/2020					
Cash Payment	G 101-21515 SALES TAXES PAYABLE	DECEMBER SALEX TAX PAYMENT				\$290.33
Invoice						
Cash Payment	R 101-48000 MISCELLANEOUS REVENU	DECEMBER SALEX TAX PAYMENT				-\$10.01
Invoice						
Transaction Date	1/31/2020	Due 0	GF Checking	11100	Total	\$280.32

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## Payments

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### Fund Summary

	11100 GF Checking	
804 BUSINESS IMPROVEMENT DISTRICT		\$2,314.62
801 TRUST & AGENCY FUND		\$6,690,693.76
620 WATER FUND		\$1,389.05
204 SEWER		\$1,070.73
101 GENERAL FUND		\$121,789.40
		<hr/>
		\$6,817,257.56

Pre-Written Checks	\$6,817,257.56
Checks to be Generated by the Computer	\$0.00
Total	<hr/>
	\$6,817,257.56

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## Payments

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Batch Name	JAN20CC	Computer Dollar Amt	\$16,604.30	Posted	
Payment					
Refer	62221 AMAZON				Ck# 2020017E 2/3/2020
Cash Payment	E 101-55110-310 BOOKS & MATERIALS	dvds			\$24.98
Invoice					
Cash Payment	E 101-52100-300 OPERATING SUPPLIES	IPhone Parts for investigation (Evidence) download			\$14.99
Invoice					
Cash Payment	E 101-52100-300 OPERATING SUPPLIES	viva paper towels for Live Scan			\$29.11
Invoice					
Cash Payment	E 101-55110-300 OPERATING SUPPLIES	program supplies			\$8.85
Invoice					
Cash Payment	E 101-55300-300 OPERATING SUPPLIES	Balls for Pickleball			\$79.98
Invoice					
Cash Payment	E 101-52100-300 OPERATING SUPPLIES	Bagin clothing allowance-flash light			\$85.93
Invoice					
Cash Payment	E 101-55110-300 OPERATING SUPPLIES	monitor adaptors new pcs			\$84.98
Invoice					
Cash Payment	E 101-52100-300 OPERATING SUPPLIES	Wire shelf for Lab			\$93.97
Invoice					
Cash Payment	E 101-51400-300 OPERATING SUPPLIES	Holiday Party Supplies			\$17.98
Invoice					
Cash Payment	E 101-55110-300 OPERATING SUPPLIES	program supplies			\$6.99
Invoice					
Cash Payment	E 620-53700-684 TOOLS/SHOP/GARAGE	Lifting Chain			\$175.65
Invoice					
Cash Payment	E 101-55110-310 BOOKS & MATERIALS	dvds			\$50.80
Invoice					
Cash Payment	E 101-55300-300 OPERATING SUPPLIES	Balls for Pickleball			\$110.97
Invoice					
Cash Payment	E 101-55110-300 OPERATING SUPPLIES	supplies			\$9.13
Invoice					
Cash Payment	E 101-55110-300 OPERATING SUPPLIES	New Years party supplies			\$8.89
Invoice					
Cash Payment	E 101-55110-310 BOOKS & MATERIALS	cd			\$7.36
Invoice					
Cash Payment	E 101-52100-300 OPERATING SUPPLIES	kitchen supplies-plates			\$14.80
Invoice					
Cash Payment	E 101-52100-300 OPERATING SUPPLIES	BMM-clothing allowance-flash light			\$63.95
Invoice					
Cash Payment	E 101-55110-310 BOOKS & MATERIALS	cd			\$34.78
Invoice					
Cash Payment	E 101-55110-310 BOOKS & MATERIALS	dvd			\$11.01
Invoice					
Cash Payment	E 101-51400-300 OPERATING SUPPLIES	OFFICE SUPPLIES			\$16.99
Invoice					
Cash Payment	E 101-52100-300 OPERATING SUPPLIES	SCIT purchase Uniform Tactical Shirt			\$29.98
Invoice					

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## Payments

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Cash Payment	E 101-55110-300 OPERATING SUPPLIES	new years party supplies	\$10.55
Invoice			
Cash Payment	E 101-52100-300 OPERATING SUPPLIES	Redi file Disk Pocket Mailer	\$43.04
Invoice			
Cash Payment	E 101-55110-300 OPERATING SUPPLIES	program supplies	\$57.88
Invoice			
Cash Payment	E 101-55300-300 OPERATING SUPPLIES	Sign holders	\$21.99
Invoice			
Cash Payment	E 101-55110-310 BOOKS & MATERIALS	dvds	\$19.96
Invoice			
Cash Payment	E 101-55110-310 BOOKS & MATERIALS	dvd refund	-\$0.02
Invoice			
Cash Payment	E 101-55110-310 BOOKS & MATERIALS	dvd refund	-\$0.02
Invoice			
Cash Payment	E 101-55110-310 BOOKS & MATERIALS	dvds	\$35.98
Invoice			
Cash Payment	E 101-55110-300 OPERATING SUPPLIES	cardstock	\$19.96
Invoice			
Cash Payment	E 101-55110-300 OPERATING SUPPLIES	new years party supplies	\$27.32
Invoice			
Cash Payment	E 101-55110-310 BOOKS & MATERIALS	dvds	\$56.91
Invoice			
Cash Payment	E 101-53000-300 OPERATING SUPPLIES	OFFICE SUPPLIES	\$14.79
Invoice			
Cash Payment	E 101-51400-300 OPERATING SUPPLIES	OFFICE SUPPLIES	\$18.00
Invoice			
Cash Payment	E 101-55110-310 BOOKS & MATERIALS	dvds	\$47.92
Invoice			
Cash Payment	E 101-55110-300 OPERATING SUPPLIES	supplies	\$21.65
Invoice			
Cash Payment	E 101-55110-310 BOOKS & MATERIALS	dvds	\$26.44
Invoice			
Cash Payment	E 101-55110-310 BOOKS & MATERIALS	dvds	\$22.97
Invoice			
Cash Payment	E 101-55110-310 BOOKS & MATERIALS	dvds	\$42.94
Invoice			
Cash Payment	E 101-55110-310 BOOKS & MATERIALS	dvds	\$42.95
Invoice			
Cash Payment	E 101-55110-310 BOOKS & MATERIALS	dvds	\$37.92
Invoice			
Cash Payment	E 101-55110-310 BOOKS & MATERIALS	dvds	\$27.99
Invoice			
Cash Payment	E 101-55110-310 BOOKS & MATERIALS	dvds	\$11.99
Invoice			
Cash Payment	E 101-55110-310 BOOKS & MATERIALS	dvds	\$114.98
Invoice			
Cash Payment	E 101-55110-300 OPERATING SUPPLIES	laminator supplies	\$36.49
Invoice			
Cash Payment	E 101-55110-310 BOOKS & MATERIALS	dvds	\$17.96
Invoice			

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## Payments

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Cash Payment	E 101-52100-300 OPERATING SUPPLIES	Toner and Tape			\$112.79
Invoice					
Cash Payment	E 101-52100-300 OPERATING SUPPLIES	DeBarge Uniform Allowance patrol gloves			\$31.52
Invoice					
Cash Payment	E 101-52100-300 OPERATING SUPPLIES	Reynolds Wrap-kitchen supplies			\$10.59
Invoice					
Cash Payment	E 101-55110-310 BOOKS & MATERIALS	dvds			\$61.74
Invoice					
Cash Payment	E 101-55110-310 BOOKS & MATERIALS	cd			\$21.94
Invoice					
Cash Payment	E 101-55110-310 BOOKS & MATERIALS	dvds			\$41.95
Invoice					
Transaction Date	1/6/2020	Due 0	GF Checking	11100	<b>Total</b> \$2,041.14
Refer	62222	APPLE ITUNES		Ck# 2020018E 2/3/2020	
Cash Payment	E 101-52200-300 OPERATING SUPPLIES	phone data			\$0.99
Invoice					
Transaction Date	1/6/2020	Due 0	GF Checking	11100	<b>Total</b> \$0.99
Refer	62223	AT YOUR PACE		Ck# 2020019E 2/3/2020	
Cash Payment	E 620-53700-930 MISC GENERAL EXPEN	Water class			\$20.00
Invoice					
Transaction Date	1/6/2020	Due 0	GF Checking	11100	<b>Total</b> \$20.00
Refer	62224	AT&T		Ck# 2020020E 2/3/2020	
Cash Payment	E 101-52100-300 OPERATING SUPPLIES	DEC SERVICE			\$89.68
Invoice					
Transaction Date	1/6/2020	Due 0	GF Checking	11100	<b>Total</b> \$89.68
Refer	62225	AVALON GRAPHICS LLC		Ck# 2020021E 2/3/2020	
Cash Payment	E 101-55300-300 OPERATING SUPPLIES	Free Try It Week Signs			\$112.00
Invoice					
Transaction Date	1/6/2020	Due 0	GF Checking	11100	<b>Total</b> \$112.00
Refer	62226	BAKER & TAYLOR CREDIT CARD		Ck# 2020022E 2/3/2020	
Cash Payment	E 101-55110-310 BOOKS & MATERIALS	BOOKS			\$521.85
Invoice					
Cash Payment	E 101-55110-310 BOOKS & MATERIALS	BOOKS			\$55.24
Invoice					
Cash Payment	E 101-55110-310 BOOKS & MATERIALS	BOOKS			\$17.34
Invoice					
Cash Payment	E 101-55110-310 BOOKS & MATERIALS	BOOKS			\$58.02
Invoice					
Cash Payment	E 101-55110-310 BOOKS & MATERIALS	BOOKS			\$170.59
Invoice					
Transaction Date	1/6/2020	Due 0	GF Checking	11100	<b>Total</b> \$823.04
Refer	62227	BATTERIES PLUS		Ck# 2020023E 2/3/2020	
Cash Payment	E 101-53000-300 OPERATING SUPPLIES	Battery for weekend cell phone			\$39.99
Invoice					
Transaction Date	1/6/2020	Due 0	GF Checking	11100	<b>Total</b> \$39.99
Refer	62228	BURKE TRUCK EQUIPMENT		Ck# 2020024E 2/3/2020	

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## Payments

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Cash Payment	E 402-59900-840 PUBLIC WORKS EXPE	Truck side boards				\$512.50
Invoice						
Transaction Date	1/6/2020	Due 0	GF Checking	11100	<b>Total</b>	\$512.50
Refer	62229	CDW GOVERNMENT INC		Ck# 2020025E	2/3/2020	
Cash Payment	E 101-55110-300 OPERATING SUPPLIES	Laptop				\$450.30
Invoice						
Transaction Date	1/6/2020	Due 0	GF Checking	11100	<b>Total</b>	\$450.30
Refer	62230	DELAFIELD SENTRY		Ck# 2020026E	2/3/2020	
Cash Payment	E 101-55110-300 OPERATING SUPPLIES	programming supplies				\$24.99
Invoice						
Cash Payment	E 101-55110-300 OPERATING SUPPLIES	programming supplies				\$6.27
Invoice						
Cash Payment	E 101-55110-300 OPERATING SUPPLIES	program supplies				\$17.26
Invoice						
Transaction Date	1/6/2020	Due 0	GF Checking	11100	<b>Total</b>	\$48.52
Refer	62231	DEMCO INC		Ck# 2020027E	2/3/2020	
Cash Payment	E 101-55110-300 OPERATING SUPPLIES	vidget seating system				\$720.54
Invoice						
Cash Payment	E 101-55110-300 OPERATING SUPPLIES	Flyer holders and Bookmarks				\$186.99
Invoice						
Cash Payment	E 101-55110-300 OPERATING SUPPLIES	Book Bags and Stick Together Mosiacs				\$249.77
Invoice						
Transaction Date	1/6/2020	Due 0	GF Checking	11100	<b>Total</b>	\$1,157.30
Refer	62232	DOLLAR TREE		Ck# 2020028E	2/3/2020	
Cash Payment	E 101-55110-300 OPERATING SUPPLIES	programming supplies				\$34.68
Invoice						
Transaction Date	1/6/2020	Due 0	GF Checking	11100	<b>Total</b>	\$34.68
Refer	62233	DOMINOS PIZZA		Ck# 2020029E	2/3/2020	
Cash Payment	E 101-52200-300 OPERATING SUPPLIES	lunch for volunteers working on the truck				\$41.99
Invoice						
Transaction Date	1/6/2020	Due 0	GF Checking	11100	<b>Total</b>	\$41.99
Refer	62234	DS SERVICES		Ck# 2020030E	2/3/2020	
Cash Payment	E 101-52200-300 OPERATING SUPPLIES	coffee and water for station				\$58.00
Invoice						
Transaction Date	1/6/2020	Due 0	GF Checking	11100	<b>Total</b>	\$58.00
Refer	62235	EGODITOR		Ck# 2020031E	2/3/2020	
Cash Payment	G 101-31670 ICE AGE TRAIL	QR Code for IAT signs in Hartland				\$68.77
Invoice						
Transaction Date	1/6/2020	Due 0	GF Checking	11100	<b>Total</b>	\$68.77
Refer	62236	FMCSA D&A CLEARING HOUSE		Ck# 2020032E	2/3/2020	
Cash Payment	E 101-53000-300 OPERATING SUPPLIES	CDL Drug Test Search Query Plan				\$25.00
Invoice						
Transaction Date	1/6/2020	Due 0	GF Checking	11100	<b>Total</b>	\$25.00
Refer	62237	FOX BROS PIGGLY WIGGLY		Ck# 2020033E	2/3/2020	
Cash Payment	E 101-52200-300 OPERATING SUPPLIES	PFC HEARING FOOD				\$75.28
Invoice						

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## Payments

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Cash Payment	E 101-51400-395 COMMUNITY RELATIO	Gifts for Holiday Party			\$50.00
Invoice					
Cash Payment	E 101-55300-300 OPERATING SUPPLIES	BINGO PRIZES			\$50.88
Invoice					
Cash Payment	E 101-55110-300 OPERATING SUPPLIES	NYE supplies			\$22.26
Invoice					
Transaction Date	1/6/2020	Due 0	GF Checking	11100	<b>Total</b> \$198.42
Refer	62238	HARTLAND SERVICE INC		Ck# 2020034E 2/3/2020	
Cash Payment	E 101-52100-360 VEHICLE MAINT/EXPE	Squad Tires			\$3,399.20
Invoice					
Cash Payment	E 101-52200-360 VEHICLE MAINT/EXPE	4386 new wheel bearings and tie rods			\$889.27
Invoice					
Transaction Date	1/6/2020	Due 0	GF Checking	11100	<b>Total</b> \$4,288.47
Refer	62239	HOME DEPOT		Ck# 2020035E 2/3/2020	
Cash Payment	E 101-52100-300 OPERATING SUPPLIES	Lumber for Tire Rack			\$59.64
Invoice					
Cash Payment	E 620-53700-625 MAINTENANCE OF PU	Hammer Drill Rental Deposit			\$100.00
Invoice					
Cash Payment	E 101-52100-300 OPERATING SUPPLIES	Lumber for Tire Rack			\$96.84
Invoice					
Cash Payment	E 101-55110-255 BLDGS/GROUNDS	LED lights for program room			\$359.82
Invoice					
Cash Payment	E 620-53700-625 MAINTENANCE OF PU	Hammer Drill Rental			-\$40.77
Invoice					
Transaction Date	1/6/2020	Due 0	GF Checking	11100	<b>Total</b> \$575.53
Refer	62240	IACP		Ck# 2020036E 2/3/2020	
Cash Payment	E 101-52100-290 OUTSIDE SERVICES/C	TJM IACP Membership			\$190.00
Invoice					
Transaction Date	1/6/2020	Due 0	GF Checking	11100	<b>Total</b> \$190.00
Refer	62241	JD ELECTRIC, INC.		Ck# 2020037E 2/3/2020	
Cash Payment	E 101-53000-235 STREET SWEEPING	Cable Repair			\$765.00
Invoice					
Transaction Date	1/6/2020	Due 0	GF Checking	11100	<b>Total</b> \$765.00
Refer	62242	KOHL'S		Ck# 2020038E 2/3/2020	
Cash Payment	E 101-51400-300 OPERATING SUPPLIES	Ceramic Mug			\$37.80
Invoice					
Transaction Date	1/6/2020	Due 0	GF Checking	11100	<b>Total</b> \$37.80
Refer	62243	LAW OFFICE CHRIS HALSOR		Ck# 2020039E 2/3/2020	
Cash Payment	E 101-52100-300 OPERATING SUPPLIES	TRB training			\$85.00
Invoice					
Cash Payment	E 101-52100-300 OPERATING SUPPLIES	DPG Training			\$85.00
Invoice					
Transaction Date	1/6/2020	Due 0	GF Checking	11100	<b>Total</b> \$170.00
Refer	62244	LEAGUE OF WI MUNICIPALITIES		Ck# 2020040E 2/3/2020	
Cash Payment	E 101-51400-300 OPERATING SUPPLIES	Elected Official Books			\$25.00
Invoice					

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## Payments

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Transaction Date	1/6/2020	Due 0	GF Checking	11100	<b>Total</b>	\$25.00
Refer	62245 LOCAL GOVT EDUCATION				Ck# 2020041E 2/3/2020	
Cash Payment	E 101-51500-300 OPERATING SUPPLIES		GFOA Membership			\$25.00
Invoice						
Transaction Date	1/6/2020	Due 0	GF Checking	11100	<b>Total</b>	\$25.00
Refer	62246 OCREATIVE DESIGN STUDIO				Ck# 2020042E 2/3/2020	
Cash Payment	E 804-56700-724 WEB SITE HOSTING &		ANNUAL WEBSITE HOSTING			\$1,150.00
Invoice						
Transaction Date	1/6/2020	Due 0	GF Checking	11100	<b>Total</b>	\$1,150.00
Refer	62247 OFFICEMAX				Ck# 2020043E 2/3/2020	
Cash Payment	E 101-53000-300 OPERATING SUPPLIES		Calendar			\$29.99
Invoice						
Cash Payment	E 101-51500-300 OPERATING SUPPLIES		1099 FORMS			\$123.94
Invoice						
Transaction Date	1/6/2020	Due 0	GF Checking	11100	<b>Total</b>	\$153.93
Refer	62248 PAYPAL				Ck# 2020044E 2/3/2020	
Cash Payment	E 101-55300-300 OPERATING SUPPLIES		2020 Community Fest			\$135.00
Invoice						
Transaction Date	1/6/2020	Due 0	GF Checking	11100	<b>Total</b>	\$135.00
Refer	62249 PICKLEBALL CENTRAL				Ck# 2020045E 2/3/2020	
Cash Payment	E 101-55300-300 OPERATING SUPPLIES		Pickleball Supplies			\$115.59
Invoice						
Transaction Date	1/6/2020	Due 0	GF Checking	11100	<b>Total</b>	\$115.59
Refer	62250 REVERE ELECTRIC				Ck# 2020046E 2/3/2020	
Cash Payment	E 620-53700-625 MAINTENANCE OF PU		Circuit Breaker			\$23.60
Invoice						
Transaction Date	1/6/2020	Due 0	GF Checking	11100	<b>Total</b>	\$23.60
Refer	62251 SCHWAAB INC				Ck# 2020047E 2/3/2020	
Cash Payment	E 101-51500-300 OPERATING SUPPLIES		Payment Approval Stamps for checks			\$40.45
Invoice						
Transaction Date	1/6/2020	Due 0	GF Checking	11100	<b>Total</b>	\$40.45
Refer	62252 SENDIKS HARTLAND LLC				Ck# 2020048E 2/3/2020	
Cash Payment	E 101-51500-300 OPERATING SUPPLIES		FOOD FOR CHAMBER			\$14.91
Invoice						
Cash Payment	E 101-51400-395 COMMUNITY RELATIO		Gifts for Holiday Party			\$50.00
Invoice						
Transaction Date	1/6/2020	Due 0	GF Checking	11100	<b>Total</b>	\$64.91
Refer	62253 SIRCHIE FINGER PRINT LAB				Ck# 2020049E 2/3/2020	
Cash Payment	E 101-52100-300 OPERATING SUPPLIES		Red evidence tape			\$45.33
Invoice						
Cash Payment	E 101-52100-300 OPERATING SUPPLIES		Evidence Bags			\$62.10
Invoice						
Transaction Date	1/6/2020	Due 0	GF Checking	11100	<b>Total</b>	\$107.43
Refer	62254 SPRINGFIELD ARMORY				Ck# 2020050E 2/3/2020	

# VILLAGE OF HARTLAND

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## Payments

Current Period: JANUARY 2020

Cash Payment	E 101-52100-300 OPERATING SUPPLIES	SPRINGS FOR ALL SPRINGFIELD GUN MAGAZINES			\$90.00
Invoice					
Transaction Date	1/6/2020	Due 0	GF Checking	11100	<b>Total</b> \$90.00
Refer	62255	TARGET	<u>Ck# 2020051E 2/3/2020</u>		
Cash Payment	E 101-51400-395 COMMUNITY RELATIO	Gifts for Holiday Party			\$75.00
Invoice					
Transaction Date	1/6/2020	Due 0	GF Checking	11100	<b>Total</b> \$75.00
Refer	62256	TIME WARNER CABLE CREDIT CA	<u>Ck# 2020052E 2/3/2020</u>		
Cash Payment	E 101-55300-300 OPERATING SUPPLIES	DEC-JAN INTERNET			\$53.00
Invoice					
Cash Payment	E 101-51500-300 OPERATING SUPPLIES	DEC-JAN PHONE			\$42.93
Invoice					
Cash Payment	E 101-52200-290 OUTSIDE SERVICES/C	DEC-JAN SERVICE			\$102.16
Invoice					
Cash Payment	E 101-55370-300 OPERATING SUPPLIES	DEC-JAN INTERNET			\$30.00
Invoice					
Cash Payment	E 204-53610-385 MAINTENANCE-COLLE	DEC-JAN INTERNET			\$53.00
Invoice					
Cash Payment	E 620-53700-605 MAINTENANCE-WATER	DEC-JAN INTERNET			\$53.00
Invoice					
Cash Payment	E 101-53000-220 UTILITY SERVICES	DEC-JAN INTERNET			\$53.00
Invoice					
Cash Payment	E 101-52100-300 OPERATING SUPPLIES	DEC-JAN INTERNET			\$53.00
Invoice					
Cash Payment	E 620-53700-605 MAINTENANCE-WATER	OCT-DEC INTERNET			\$167.91
Invoice					
Cash Payment	E 101-55110-220 UTILITY SERVICES	DEC-JAN PHONE			\$42.94
Invoice					
Cash Payment	E 101-53000-220 UTILITY SERVICES	OCT-DEC INTERNET			\$167.91
Invoice					
Cash Payment	E 101-51500-300 OPERATING SUPPLIES	DEC-JAN INTERNET			\$53.00
Invoice					
Cash Payment	E 204-53610-385 MAINTENANCE-COLLE	OCT-DEC INTERNET			\$167.91
Invoice					
Cash Payment	E 101-52200-290 OUTSIDE SERVICES/C	DEC-JAN SERVICE			\$249.99
Invoice					
Cash Payment	E 101-51400-300 OPERATING SUPPLIES	DEC-JAN PHONE			\$42.93
Invoice					
Cash Payment	E 101-52400-300 OPERATING SUPPLIES	DEC-JAN PHONE			\$42.93
Invoice					
Cash Payment	E 101-52100-300 OPERATING SUPPLIES	DEC-JAN PHONE			\$42.94
Invoice					
Cash Payment	E 101-53000-220 UTILITY SERVICES	DEC-JAN PHONE			\$42.94
Invoice					
Cash Payment	E 620-53700-605 MAINTENANCE-WATER	DEC-JAN PHONE			\$42.94
Invoice					
Cash Payment	E 204-53610-385 MAINTENANCE-COLLE	DEC-JAN PHONE			\$42.94
Invoice					

# VILLAGE OF HARTLAND

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## Payments

Current Period: JANUARY 2020

Cash Payment	E 101-51400-300 OPERATING SUPPLIES	DEC-JAN INTERNET				\$53.00
Invoice						
Cash Payment	E 101-52400-300 OPERATING SUPPLIES	DEC-JAN INTERNET				\$53.00
Invoice						
Cash Payment	E 101-55300-300 OPERATING SUPPLIES	DEC-JAN PHONE				\$42.93
Invoice						
Transaction Date	1/6/2020	Due 0	GF Checking	11100	<b>Total</b>	<b>\$1,696.30</b>
Refer	62257	UNITED STATES POSTAL SERVIC	Ck# 2020053E	2/3/2020		
Cash Payment	E 101-52200-300 OPERATING SUPPLIES	us stamps				\$33.00
Invoice						
Transaction Date	1/6/2020	Due 0	GF Checking	11100	<b>Total</b>	<b>\$33.00</b>
Refer	62258	WALGREENS	Ck# 2020054E	2/3/2020		
Cash Payment	E 101-51400-395 COMMUNITY RELATIO	Gifts for Holiday Party				\$175.00
Invoice						
Cash Payment	E 101-51500-300 OPERATING SUPPLIES	CANDY/TAX PAYMENTS				\$18.00
Invoice						
Transaction Date	1/6/2020	Due 0	GF Checking	11100	<b>Total</b>	<b>\$193.00</b>
Refer	62259	WALMART	Ck# 2020055E	2/3/2020		
Cash Payment	E 101-55110-300 OPERATING SUPPLIES	program supplies				\$101.99
Invoice						
Cash Payment	E 101-51400-300 OPERATING SUPPLIES	Gifts for Holiday Party				\$66.88
Invoice						
Cash Payment	E 101-55110-300 OPERATING SUPPLIES	programming supplies				\$68.10
Invoice						
Transaction Date	1/6/2020	Due 0	GF Checking	11100	<b>Total</b>	<b>\$236.97</b>
Refer	62260	WI CHIEFS OF POLICE ASSOC INC	Ck# 2020056E	2/3/2020		
Cash Payment	E 101-52100-290 OUTSIDE SERVICES/C	RJC- WI Chief of Police Dues				\$130.00
Invoice						
Cash Payment	E 101-52100-290 OUTSIDE SERVICES/C	SVK Chief's associate membership renewal				\$80.00
Invoice						
Cash Payment	E 101-52100-290 OUTSIDE SERVICES/C	TJM WCPA Membership				\$130.00
Invoice						
Transaction Date	1/6/2020	Due 0	GF Checking	11100	<b>Total</b>	<b>\$340.00</b>
Refer	62261	WI PARK & RECREATION ASSOC	Ck# 2020057E	2/3/2020		
Cash Payment	E 101-55300-300 OPERATING SUPPLIES	Annual Membership for WPRA				\$150.00
Invoice						
Transaction Date	1/6/2020	Due 0	GF Checking	11100	<b>Total</b>	<b>\$150.00</b>
Refer	62262	WI POLICE LEADERSHIP FOUNDA	Ck# 2020058E	2/3/2020		
Cash Payment	E 101-52100-300 OPERATING SUPPLIES	SVK Conference registration				\$200.00
Invoice						
Transaction Date	1/6/2020	Due 0	GF Checking	11100	<b>Total</b>	<b>\$200.00</b>

VILLAGE OF HARTLAND  
Payments

Current Period: JANUARY 2020

Fund Summary

	11100 GF Checking	
804 BUSINESS IMPROVEMENT DISTRICT		\$1,150.00
620 WATER FUND		\$542.33
402 CORPORATE RESERVE FUND		\$512.50
204 SEWER		\$263.85
101 GENERAL FUND		\$14,135.62
		<hr/>
		\$16,604.30

Pre-Written Checks	\$16,604.30
Checks to be Generated by the Computer	\$0.00
Total	<hr/>
	\$16,604.30

**VILLAGE OF HARTLAND  
LICENSES AND PERMITS  
FEBRUARY 10, 2020**

**Bartender (Operator's) Licenses – expires June 30, 2020**

Kayla Kathleen Watt  
Jacob Anthony Charron

The Police Chief and Village Clerk have reviewed the applications listed above. The applicants have successfully completed the Responsible Beverage Servers Course.



**Village of Hartland  
Administration**

210 Cottonwood Ave, Hartland, WI 53029  
[www.villageofhartland.com](http://www.villageofhartland.com)

<b>Committee:</b> Village Board	<b>Date:</b> 2-5-2020
<b>Village Board Item Number: 4</b>	<b>Meeting Date:</b> 2-10-2020
<b>Submitted By:</b> Tim Rhode, Village Administrator	
<b>Subject:</b> Discussion and Possible Action on Resolution 2-10-2020 Approving a TEFRA Hearing in Madison, WI and Authorizg Approval of the issuance by the public finance authority of \$7,500,000 of revuenee bonds (Watertronics Project) series 2020	

**Details:**

Staff was contacted via letter Friday, January 31, 2020, from Bond Council representing Watertronics outlining the process and requirements for the Village of Hartland to review and take action on a request to approve a TEFRA loan. This type of loan is similar to the Industrial Revuene Bond, which can take advantage of being tax-exempt, allowing for a lower interest rate. However, as part of the qualification for the loan, the local government needs to sign off or "authorize" the process. Staff has researched and confirmed all the information in both the Resolution and the letter and have become comfortable with this request

Mr. Chip Carlson, Co-President and CEO of Watertronics will be at the Board meeting to answer any question the Village Board would have for the loan/project.

Attached for this agenda item are the following:

- 1) Resolution 2-10-2020 which outlines the request of the Village Board
- 2) Letter dated January 30, 2020, Re: TEFTA Approval Request for Watertronics Properties

**Financial Remarks:**

Finance Director has confirmed if the Village Board approves this request, it does not have any impact on the Village Budget or any future financial obligation.

**Options & Alternatives:**

The Village Board can approve or deny this resolution.

**Executive Recommendation:**

Staff has confirmed that Watertronics is in good financial standing with the Village of Hartland. The request does not commit any finaical resources for the Village.

**VILLAGE OF HARTLAND VILLAGE BOARD**

**RESOLUTION NO. 02-10-2020**

**A RESOLUTION APPROVING A TEFRA HEARING IN MADISON, WISCONSIN AND AUTHORIZING APPROVAL OF THE ISSUANCE BY THE PUBLIC FINANCE AUTHORITY OF \$7,500,000 OF REVENUE BONDS (WATERTRONICS PROJECT), SERIES 2020**

WHEREAS, Watertronics Properties, LLC (the “Borrower”), has requested the Public Finance Authority (the “Authority”), a Wisconsin bond issuing commission created under Sections 66.0301, 66.0303 and 66.0304 of the Wisconsin Statutes to issue the above-referenced revenue bonds (the “Bonds”) to provide financing for eligible costs of: (i) the acquisition of land, (ii) the purchase, rehabilitation, and equipping of an approximately 61,430 square foot existing manufacturing facility located at 579 Progress Drive in the Village of Hartland, Wisconsin (the “Village”), (iii) the purchase, rehabilitation, and equipping of an approximately 16,440 square foot existing manufacturing facility located at 525 E. Industrial Drive in the Village of Hartland, Wisconsin, (iv) the purchase, rehabilitation, and equipping of an approximately 56,525 square foot existing manufacturing facility located at 198 Harrison Street in the Village of North Prairie, Wisconsin, and (v) the payment of costs of issuance (collectively, the “Project”);

WHEREAS, the Borrower has requested that the Village Board of Hartland, Wisconsin (the “Village Board”) approve the Authority’s issuance of the Bonds and the financing and refinancing of a portion of the Project located in the Village (“TEFRA Approval”) in order to satisfy the requirements of Section 147(f) of the Internal Revenue Code of 1986, as amended (the “Code”);

WHEREAS, pursuant to Section 66.0304(11)(a) of the Wisconsin Statutes, prior to their issuance, bonds issued by the Authority must be approved by the governing body or highest ranking executive or administrator of the political jurisdiction within whose boundaries the project is to be located;

WHEREAS, TEFRA Approval does not require legislative (Village Board) action and may be granted by an “applicable elected official” of the Village, and the Village President, Jeffrey Pfannerstill, is an “applicable elected official” qualified to provide TEFRA Approval;

WHEREAS, in order to provide TEFRA Approval, a public hearing (the “TEFRA Hearing”) must be held by the political subdivision approving the issuance of bonds, and the TEFRA Hearing gives interested persons an opportunity to express their views with respect to the bonds and the project being funded by such bonds;

WHEREAS, the TEFRA Hearing may be held anywhere within 100 miles of the Village, may be conducted by an individual appointed or employed to perform such function by the Village, and the “applicable elected official” granting TEFRA Approval need not have been present at the TEFRA Hearing;

WHEREAS, it has been recommended that the Village's TEFRA Hearing be held at the Authority's offices in Madison, Wisconsin by the Authority or its designee;

WHEREAS, notice of the TEFRA Hearing must be published in a newspaper of general circulation in the Village at least seven (7) days before the TEFRA Hearing, the *Waukesha Freeman* is a newspaper of general circulation in the Village, and such notice will be published timely in the *Waukesha Freeman* substantially in the form attached hereto as EXHIBIT A; and

WHEREAS, the Bonds will not constitute a debt of the Village, will not require a tax levy or a pledge of the faith and credit of the Village and will not affect the Village's debt ratios or legal debt limit. The Village has made no financial analysis of the Bonds, the Borrower or the Project. Neither the Village nor its taxpayers will have responsibility for payment of the Bonds;

**NOW, THEREFORE BE IT RESOLVED**, by the Village Board as follows:

**Section 1.** The Village's TEFRA Hearing shall be held at the Authority's offices in Madison, Wisconsin, and the Authority or its designee is hereby appointed to conduct the Village's TEFRA Hearing.

**Section 2.** Pursuant to and solely in satisfaction of the requirements of Section 147(f) of the Code and in accordance with Section 66.0304(11)(a) of the Wisconsin Statutes, the Village Board hereby authorizes and directs Village President, Jeffrey Pfannerstill, to approve for and on behalf of the Village following the TEFRA Hearing: (a) the Authority's issuance of the Bonds in an aggregate principal amount not to exceed \$7,500,000 and (b) the financing and refinancing of the Portion of the Project located in the Village.

**Section 3.** THE VILLAGE HAS NO RESPONSIBILITY FOR THE PAYMENT OF THE PRINCIPAL OF OR INTEREST ON THE BONDS OR FOR ANY COSTS INCURRED BY THE BORROWER WITH RESPECT TO THE BONDS OR THE PROJECT. THE VILLAGE PLEDGES NEITHER ITS TAXING POWER NOR REVENUES FOR THE BONDS.

**Section 4.** This resolution is effective immediately on its passage.

Passed and adopted this 10<sup>th</sup> day of February, 2020.

VILLAGE OF HARTLAND

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Jeffrey Pfannerstill, Village President

ATTEST:

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Tim Rhode, Village Administrator

EXHIBIT A

TEFRA HEARING NOTICE

(Attached)

**NOTICE OF PUBLIC HEARING TO THE ELECTORS OF THE VILLAGE OF HARTLAND,  
WISCONSIN**

**WITH RESPECT TO  
NOT TO EXCEED \$7,500,000 OF REVENUE BONDS (WATERTRONICS PROJECT), SERIES  
2020**

Notice is hereby given that on [\_\_\_\_], February [\_\_\_], 2020, a public hearing, as required by Section 147(f) of the Internal Revenue Code of 1986, as amended (the “Code”), will be held with respect to the proposed issuance by the Public Finance Authority (the “Authority”) of its Revenue Bonds (Watertronics Project), Series 2020 (the “Bonds”), in an amount not to exceed \$7,500,000. The hearing will commence at 9:00 a.m., or as soon thereafter as the matter can be heard, and will be held at the offices of WCA Services, Inc. at 22 East Mifflin Street, Suite 900, Madison, Wisconsin 53703.

The Bonds are expected to be issued pursuant to Section 66.0304 of the Wisconsin Statutes, as amended, and the proceeds from the sale of the Bonds will be loaned to Watertronics Properties, LLC (the “Borrower”) and used to finance and refinance: (i) the acquisition of land, (ii) the purchase, rehabilitation, and equipping of an approximately 61,430 square foot existing manufacturing facility located at 579 Progress Drive in the Village of Hartland, Wisconsin, (iii) the purchase, rehabilitation, and equipping of an approximately 16,440 square foot existing manufacturing facility located at 525 E. Industrial Drive in the Village of Hartland, Wisconsin, (iv) the purchase, rehabilitation, and equipping of an approximately 56,525 square foot existing manufacturing facility located in the Village of North Prairie, Wisconsin, and (v) the payment of costs of issuance (collectively, the “Project”). A portion of the proceeds of the Bonds (approximately \$[\_\_\_\_]) is expected to be used to finance the elements of the Project located in the Village of Hartland.

The Project will initially be owned and operated by the Borrower and leased to Watertronics, LLC for use in its manufacturing business.

The Bonds will be special limited obligations of the Authority payable solely from the loan repayments to be made by the Borrower to the Authority, and certain funds and accounts established by the bond agreement for the Bonds.

The hearing will provide a reasonable opportunity to be heard for persons wishing to express their views on the merits of the Project, its location, the issuance of the Bonds or related matters. Oral comments will be limited to 10 minutes per speaker. A person wishing to speak at the hearing will be asked to provide his or her name, address and the person(s) or entity(ies) he or she represents, if any, prior to speaking. Written comments will be accepted by WCA Services, Inc. at 22 East Mifflin Street, Suite 900, Madison, Wisconsin 53703, but must be received by the close of the hearing. Any persons needing special accommodations under the Americans With Disabilities Act should call (888) 508-7188 not later than 24 hours prior to the time and date of the hearing.

Dated: February [\_\_\_], 2020

**MEMO**

**TO:** Tim Rhode, Village Administrator  
**FROM:** Dave Felkner, Utilities Supervisor  
**DATE:** February 5, 2020  
**SUBJECT:** 2020 Utilities Program Bids

---

On Thursday, January 30th, bids were opened for the 2020 Sunnyslope Drive and miscellaneous Utilities Projects. A total of five (5) bids were received. The low bidder was Musson Brothers, Inc. The budgeted price for this project was \$1,905,000. Musson number came in at \$1,747,447.42.

The Sunnyslope project will consist of sanitary sewer, water main replacement, and storm sewer reconstruction from Rae Drive to Merton Avenue. The sanitary sewer is being replaced from an 8" to a 12" sewer main for future development of the Northeast side of the Village. The water main is being replaced due to 7 water main breaks on this section of pipe within the last couple of years. The last break on this water main was two weeks ago. The storm sewer is being reconstructed due to aging structures and slight relocation of the sanitary sewer. There is also miscellaneous utility work throughout the Village that needs to be repaired before the road paving project starts.

This project is planned to start in late March to early April and to be completed by the end of September. Efforts are already underway to meet with the business owners and property owners along Sunnyslope Drive to help accommodate and minimize impact to this area. We will make the contractor aware of the Village's Hometown Celebration.

Staff is recommending we award the utility project to Musson Brothers Inc. for the sum of \$1,747,447.42. This will be contingent upon receiving permits from Waukesha County for right-of-way. Wisconsin DNR for sanitary, water and storm sewer permits. These are submitted and waiting for the approval letter.

Please place this on the next Village Board agenda for consideration.

cc:

Darlene Igl, Village Clerk  
Mike Gerszewski, Operations Supervisor  
Ryan Amtmann, Village Engineer

February 4, 2020

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

RE: Sunnyslope Drive Utility Improvements

Dear Mr. Rhode:

Bids for the above project were opened on January 30, 2020 at 10:00 at the Village Hall and were as follows:

	<b>BIDDER</b>	<b>BASE BID</b>
1.	<u>Musson Bros., Inc.</u>	<u>\$1,747,447.42</u>
2.	<u>D.F. Tomasini, Inc.</u>	<u>\$1,899,910.00</u>
3.	<u>American Sewer Services, Inc.</u>	<u>\$1,921,711.20</u>
4.	<u>Dorner, Inc.</u>	<u>\$2,154,556.30</u>
5.	<u>PTS Contractors, Inc.</u>	<u>\$2,348,708.00</u>

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

1. The Bid Form has been appropriately completed.
2. We have no objections to the low bidder, nor to the proposed major subcontractors.
3. Low bidder has successfully completed similar projects over the last several years.

On these bases, we recommend that Musson Bros., Inc. be awarded the Sunnyslope Drive Utility Improvements contract, in the amount of \$1,747,447.42. This amount is based on the bid unit prices and estimated quantities. Actual quantities, and therefore the final contract price, may vary. We recommend that the Contract be awarded contingent on receiving the following permits:

- Waukesha County Utility Right-of-Way Permit
- Wisconsin Department of Natural Resources Storm Water Construction Permit
- Wisconsin Department of Natural Resources Sanitary Sewer System Approval Permit
- Wisconsin Department of Natural Resources Water System Approval Permit.

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

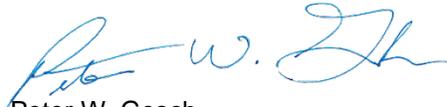
Should you decide to accept our recommendation, we have prepared the enclosed Notice of Award for your use. After Board approval has been received, please have the appropriate official sign where indicated and forward all three signed copies of the Notice of Award to our office. We will then fill in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

Mr. Tim Rhode  
Village of Hartland  
February 4, 2020  
Page 2

Bids remain subject to acceptance until March 30, 2020, unless Bidder agrees to an extension. Please advise us of your award decision, or call if there are any questions.

Respectfully,

RUEKERT & MIELKE, INC.



Peter W. Gesch  
Project Engineer  
[pgesch@ruekert-mielke.com](mailto:pgesch@ruekert-mielke.com)

PWG:sjs

Encl: Notice of Award  
Bid Tabulation

cc: Michael Gerszewski, Village of Hartland  
Dave Felkner, Village of Hartland  
Ryan T. Amtmann, P.E., Ruekert & Mielke, Inc.



**COST COMPARISON OF BIDDERS**

**OWNER:** Village of Hartland  
**PROJECT:** Sunnyslope Drive Utility Improvements  
**BID OPENING DATE:** January 30, 2020

BASE BID				Musson Bros., Inc.		D.F. Tomasini, Inc.		American Sewer Services, Inc.	
ITEM #	ITEM DESCRIPTION	UNIT	QTY.	UNIT \$	TOTAL	UNIT \$	TOTAL	UNIT \$	TOTAL
<b>UTILITY AND ROADWAY IMPROVEMENTS - SUNNYSLOPE DRIVE</b>									
1	Mobilization (limited to maximum of 5% of Total Bid)	L.S.	1	\$33,688.31	\$33,688.31	\$92,800.00	\$92,800.00	\$1,000.00	\$1,000.00
2	Traffic Control (Sunnyslope Drive & Detour)	L.S.	1	\$97,033.42	\$97,033.42	\$25,500.00	\$25,500.00	\$10,000.00	\$10,000.00
3	Inlet Protection, Type D	EA.	32	\$135.00	\$4,320.00	\$125.00	\$4,000.00	\$65.00	\$2,080.00
4	Manufactured Permiter Control (Erosion Logs)	L.F.	50	\$10.00	\$500.00	\$4.00	\$200.00	\$10.00	\$500.00
5	Sawcutting	L.F.	165	\$3.00	\$495.00	\$5.00	\$825.00	\$3.00	\$495.00
6	Remove Existing Asphalt (Rae Drive Intersection)	S.Y.	155	\$9.72	\$1,506.60	\$6.00	\$930.00	\$17.00	\$2,635.00
7	2-Inch Surface Mill (Merton Ave Intersection)	S.Y.	400	\$14.65	\$5,860.00	\$12.75	\$5,100.00	\$15.00	\$6,000.00
8	30-Inch Concrete Curb & Gutter Remove & Replace	L.F.	1050	\$45.73	\$48,016.50	\$50.00	\$52,500.00	\$42.00	\$44,100.00
9	4-Inch Concrete Sidewalk Remove & Replace	S.F.	1100	\$12.26	\$13,486.00	\$6.50	\$7,150.00	\$12.00	\$13,200.00
10	3-Inch Asphalt Driveway Remove & Replace	S.Y.	150	\$45.20	\$6,780.00	\$45.00	\$6,750.00	\$50.00	\$7,500.00
11	6-Inch Concrete Driveway Remove & Replace	S.F.	275	\$19.07	\$5,244.25	\$7.00	\$1,925.00	\$18.00	\$4,950.00
12	Sanitary Sewer, 12-Inch w/ Granular Backfill	L.F.	2220	\$124.48	\$276,345.60	\$196.00	\$435,120.00	\$205.00	\$455,100.00
13	Sanitary Sewer, 12-Inch w/ Slurry Backfill	L.F.	145	\$184.75	\$26,788.75	\$493.00	\$71,485.00	\$279.00	\$40,455.00
14	Sanitary Sewer, 8-Inch w/ Granular Backfill	L.F.	70	\$192.47	\$13,472.90	\$199.00	\$13,930.00	\$172.00	\$12,040.00
15	Sanitary Sewer, 6-Inch Lateral w/ Granular Backfill	L.F.	340	\$182.95	\$62,203.00	\$190.00	\$64,600.00	\$161.00	\$54,740.00
16	Sanitary Sewer, 4-Inch Lateral w/ Granular Backfill	L.F.	140	\$180.26	\$25,236.40	\$167.00	\$23,380.00	\$161.00	\$22,540.00
17	Sanitary Manhole, 48-Inch	V.F.	119.6	\$420.73	\$50,319.31	\$310.00	\$37,076.00	\$250.00	\$29,900.00
18	Sanitary Manhole, 48-inch w/ Slurry Backfill	V.F.	31.4	\$566.84	\$17,798.78	\$310.00	\$9,734.00	\$318.00	\$9,985.20
19	Sanitary Manhole, Outside Drop, 48-inch	V.F.	29.3	\$611.11	\$17,905.52	\$550.00	\$16,115.00	\$275.00	\$8,057.50
20	Sanitary Manhole, Outside Drop, 48-Inch w/ Slurry Backfill	V.F.	16.5	\$854.20	\$14,094.30	\$550.00	\$9,075.00	\$390.00	\$6,435.00
21	Sanitary Sewer Bypass Pumping	L.S.	1	\$6,517.54	\$6,517.54	\$6,675.00	\$6,675.00	\$100.00	\$100.00
22	Connect to Existing Water Mains (Rae Drive and Merton Ave)	EA.	2	\$5,984.42	\$11,968.84	\$4,100.00	\$8,200.00	\$9,000.00	\$18,000.00
23	Water Main, 12-Inch w/ Slurry Backfill	L.F.	5	\$681.30	\$3,406.50	\$546.00	\$2,730.00	\$1,650.00	\$8,250.00
24	Water Main, 8-Inch w/ Granular Backfill	L.F.	2240	\$95.50	\$213,920.00	\$115.00	\$257,600.00	\$144.00	\$322,560.00
25	Water Main, 8-Inch w/ Slurry Backfill	L.F.	40	\$148.95	\$5,958.00	\$213.00	\$8,520.00	\$192.00	\$7,680.00
26	Water Main Valves, 12-Inch Gate w/ Slurry Backfill	EA.	1	\$5,390.29	\$5,390.29	\$3,146.00	\$3,146.00	\$3,250.00	\$3,250.00
27	Water Main Valves, 8-Inch Gate w/ Slurry Backfill	EA.	1	\$3,348.22	\$3,348.22	\$1,820.00	\$1,820.00	\$2,000.00	\$2,000.00
28	Water Main Valves, 8-Inch Gate	EA.	10	\$2,007.34	\$20,073.40	\$1,820.00	\$18,200.00	\$1,750.00	\$17,500.00
29	Hydrant Lead, 6-Inch w/ Granular Backfill	L.F.	70	\$137.24	\$9,606.80	\$105.00	\$7,350.00	\$65.00	\$4,550.00
30	Hydrant Assembly & Valve	EA.	5	\$6,579.79	\$32,898.95	\$6,325.00	\$31,625.00	\$5,600.00	\$28,000.00
31	Water Service, 6-Inch w/ Granular Backfill	L.F.	340	\$173.18	\$58,881.20	\$160.00	\$54,400.00	\$119.00	\$40,460.00
32	Water Service Valve, 6-Inch Gate	EA.	12	\$1,525.80	\$18,309.60	\$1,300.00	\$15,600.00	\$1,250.00	\$15,000.00
33	Water Service, 1 1/2-Inch w/ Granular Backfill	L.F.	205	\$101.40	\$20,787.00	\$126.00	\$25,830.00	\$35.00	\$7,175.00
34	1 1/2-Inch Tap, Saddle and Corporation Valve	EA.	7	\$1,193.04	\$8,351.28	\$265.00	\$1,855.00	\$2,500.00	\$17,500.00
35	1 1/2-Inch Curb Valve & Valve Box	EA.	7	\$839.40	\$5,875.80	\$340.00	\$2,380.00	\$1,000.00	\$7,000.00
36	Pipe Insulation	L.F.	200	\$11.27	\$2,254.00	\$10.00	\$2,000.00	\$5.00	\$1,000.00
37	Storm Sewer, 15-Inch RCP w/ Granular Backfill	L.F.	1970	\$63.94	\$125,961.80	\$66.00	\$130,020.00	\$95.00	\$187,150.00

**COST COMPARISON OF BIDDERS**

**OWNER:** Village of Hartland  
**PROJECT:** Sunnyslope Drive Utility Improvements  
**BID OPENING DATE:** January 30, 2020

BASE BID				Musson Bros., Inc.		D.F. Tomasini, Inc.		American Sewer Services, Inc.		
ITEM #	ITEM DESCRIPTION	UNIT	QTY.	UNIT \$	TOTAL	UNIT \$	TOTAL	UNIT \$	TOTAL	
38	Storm Sewer, 12-Inch RCP w/ Granular Backfill	L.F.	130	\$92.06	\$11,967.80	\$64.00	\$8,320.00	\$110.00	\$14,300.00	
39	Storm Sewer RCP End Section, 12-Inch	EA.	1	\$710.25	\$710.25	\$1,200.00	\$1,200.00	\$500.00	\$500.00	
40	Storm Sewer Catch Basin Structure w/ Frame & Grate	EA.	12	\$2,097.66	\$25,171.92	\$2,550.00	\$30,600.00	\$2,500.00	\$30,000.00	
41	Storm Manhole, 48-Inch	EA.	8	\$2,499.22	\$19,993.76	\$2,870.00	\$22,960.00	\$2,700.00	\$21,600.00	
42	Storm Manhole, 96-Inch	EA.	1	\$6,397.39	\$6,397.39	\$8,900.00	\$8,900.00	\$5,500.00	\$5,500.00	
43	Storm Inlet/Manhole, 48-Inch, w/ Frame & Grate	EA.	3	\$2,453.09	\$7,359.27	\$2,675.00	\$8,025.00	\$2,000.00	\$6,000.00	
44	Medium Rip-Rap	C.Y.	10	\$94.91	\$949.10	\$135.00	\$1,350.00	\$70.00	\$700.00	
45	Excavation Below Subgrade (If Needed)	C.Y.	220	\$19.03	\$4,186.60	\$24.00	\$5,280.00	\$21.00	\$4,620.00	
46	Geotextile Fabric (If Needed)	S.Y.	650	\$2.84	\$1,846.00	\$2.00	\$1,300.00	\$3.00	\$1,950.00	
47	Excavation Below Subgrade Backfill (If Needed)	TON	440	\$21.22	\$9,336.80	\$15.00	\$6,600.00	\$21.00	\$9,240.00	
48	1-1/4 Inch Base Course Crushed Limestone TB (Lower 6-Inches)	TON	2750	\$15.44	\$42,460.00	\$11.00	\$30,250.00	\$18.00	\$49,500.00	
49	3/4 Inch Base Course Crushed Limestone TB (Upper 6-Inches)	TON	2250	\$15.44	\$34,740.00	\$11.00	\$24,750.00	\$18.00	\$40,500.00	
50	4-Inch Asphalt Trench Patch (Merton Ave Intersection)	TON	35	\$216.50	\$7,577.50	\$190.00	\$6,650.00	\$205.00	\$7,175.00	
51	2-Inch Asphalt Surface Overlay (Merton Ave Intersection)	TON	65	\$110.00	\$7,150.00	\$90.00	\$5,850.00	\$95.00	\$6,175.00	
52	3-Inch Asphalt Binder Course	TON	1125	\$62.50	\$70,312.50	\$62.00	\$69,750.00	\$64.50	\$72,562.50	
53	2-Inch Asphalt Surface Course	TON	750	\$66.25	\$49,687.50	\$63.00	\$47,250.00	\$66.00	\$49,500.00	
54	Adjust Valve Box	EA.	4	\$133.58	\$534.32	\$290.00	\$1,160.00	\$200.00	\$800.00	
55	Epoxy Striping - 18-Inch Stop Bar - White	L.F.	30	\$15.00	\$450.00	\$15.00	\$450.00	\$45.00	\$1,350.00	
56	Epoxy Striping - 6-Inch White Cross Walk	L.F.	150	\$12.00	\$1,800.00	\$12.00	\$1,800.00	\$15.00	\$2,250.00	
57	Epoxy Striping - 4-Inch Yellow	L.F.	75	\$5.00	\$375.00	\$5.00	\$375.00	\$10.00	\$750.00	
58	Epoxy Striping - 4-Inch Fog Line - White	L.F.	180	\$5.00	\$900.00	\$5.00	\$900.00	\$10.00	\$1,800.00	
59	Restoration - Topsoil & Sod	S.Y.	1,000	\$17.55	\$17,550.00	\$15.00	\$15,000.00	\$10.50	\$10,500.00	
TOTAL OF ALL ESTIMATED PRICES UTILITY AND ROADWAY IMPROVEMENTS - SUNNYSLOPE DRIVE (ITEMS 1-59)						\$1,596,059.57		\$1,754,866.00		\$1,756,160.20
<b>MISCELLANEOUS SANITARY SEWER REPAIRS - VARIOUS LOCATIONS</b>										
60	Adjust Sanitary Manhole Frame	EA.	3	\$302.04	\$906.12	\$870.00	\$2,610.00	\$1,410.00	\$4,230.00	
61	Repair Sanitary Manhole - Slurry Backfill	V.F.	7.9	\$869.21	\$6,866.76	\$1,750.00	\$13,825.00	\$2,500.00	\$19,750.00	
62	Replace Additional Adjusting Rings - Manhole	V.F.	2	\$1,272.17	\$2,544.34	\$1,350.00	\$2,700.00	\$2,500.00	\$5,000.00	
63	8-Inch Sanitary Sewer Spot Repair	L.F.	24	\$451.94	\$10,846.56	\$415.00	\$9,960.00	\$500.00	\$12,000.00	
64	Crushed Aggregate Base Course	TON	25	\$38.06	\$951.50	\$38.00	\$950.00	\$20.00	\$500.00	
65	3.5-Inch Asphalt Pavement Patch	TON	15	\$360.00	\$5,400.00	\$245.00	\$3,675.00	\$260.00	\$3,900.00	
TOTAL OF ALL ESTIMATED PRICES MISCELLANEOUS SANITARY SEWER REPAIRS- VARIOUS LOCATIONS (ITEMS 60-65)						\$27,515.28		\$33,720.00		\$45,380.00
<b>MISCELLANEOUS STORM SEWER CATCH BASIN REPAIRS - VARIOUS LOCATIONS</b>										
66	30-Inch Concrete Curb & Gutter Remove & Replace	L.F.	90	\$58.85	\$5,296.50	\$100.00	\$9,000.00	\$50.00	\$4,500.00	
67	Remove & Replace Storm Catch Basin	EA.	3	\$3,338.45	\$10,015.35	\$1,450.00	\$4,350.00	\$4,500.00	\$13,500.00	
68	Repair Storm Catch Basin - Slurry Backfill	V.F.	4.5	\$1,702.37	\$7,660.67	\$1,250.00	\$5,625.00	\$2,200.00	\$9,900.00	
69	Adjust Inlet Frame	EA.	1	\$1,009.90	\$1,009.90	\$870.00	\$870.00	\$1,000.00	\$1,000.00	
70	Replace Additional Adjusting Rings - Inlet	V.F.	1	\$3,029.70	\$3,029.70	\$1,025.00	\$1,025.00	\$2,200.00	\$2,200.00	
71	Crushed Aggregate Base Course	TON	10	\$53.50	\$535.00	\$38.00	\$380.00	\$20.00	\$200.00	

**COST COMPARISON OF BIDDERS**

**OWNER:** Village of Hartland  
**PROJECT:** Sunnyslope Drive Utility Improvements  
**BID OPENING DATE:** January 30, 2020

BASE BID				Musson Bros., Inc.		D.F. Tomasini, Inc.		American Sewer Services, Inc.	
ITEM #	ITEM DESCRIPTION	UNIT	QTY.	UNIT \$	TOTAL	UNIT \$	TOTAL	UNIT \$	TOTAL
72	3.5-Inch Asphalt Pavement Patch	TON	5	\$360.00	\$1,800.00	\$245.00	\$1,225.00	\$260.00	\$1,300.00
73	Restoration - Topsoil and Sod	S.Y.	50	\$58.00	\$2,900.00	\$15.00	\$750.00	\$11.00	\$550.00
TOTAL OF ALL ESTIMATED PRICES MISCELLANEOUS STORM SEWER CATCH BASIN REPAIRS-VARIOUS LOCATIONS (ITEMS 66-73)					\$32,247.12		\$23,225.00		\$33,150.00
<b>MISCELLANEOUS STORM SEWER REPAIRS - VARIOUS LOCATIONS</b>									
74	Adjust Storm Manhole Frame	EA.	1	\$1,009.90	\$1,009.90	\$870.00	\$870.00	\$750.00	\$750.00
75	Repair Storm Manhole - Slurry Backfill	V.F.	9.4	\$989.58	\$9,302.05	\$1,100.00	\$10,340.00	\$1,950.00	\$18,330.00
76	Replace Additional Adjusting Rings - Manhole	V.F.	2	\$4,838.16	\$9,676.32	\$900.00	\$1,800.00	\$1,950.00	\$3,900.00
77	Crushed Aggregate Base Course	TON	10	\$53.50	\$535.00	\$38.00	\$380.00	\$20.00	\$200.00
78	3.5-Inch Asphalt Pavement Patch	TON	10	\$360.00	\$3,600.00	\$245.00	\$2,450.00	\$260.00	\$2,600.00
TOTAL OF ALL ESTIMATED MISCELLANEOUS STORM SEWER REPAIRS - VARIOUS LOCATIONS (ITEMS 74-78)					\$24,123.27		\$15,840.00		\$25,780.00
<b>MISCELLANEOUS HYDRANT REPAIRS - VARIOUS LOCATIONS</b>									
79	30-Inch Concrete Curb & Gutter Remove & Replace	L.F.	30	\$88.85	\$2,665.50	\$100.00	\$3,000.00	\$50.00	\$1,500.00
80	Hydrant Assembly Remove & Replace - Slurry Backfill.	EA.	3	\$8,856.56	\$26,569.68	\$10,600.00	\$31,800.00	\$9,500.00	\$28,500.00
81	Crushed Aggregate Base Course	TON	10	\$15.44	\$154.40	\$38.00	\$380.00	\$20.00	\$200.00
82	3.5-Inch Asphalt Pavement Patch	TON	10	\$360.00	\$3,600.00	\$245.00	\$2,450.00	\$260.00	\$2,600.00
83	Restoration - Topsoil and Sod	S.Y.	35	\$58.00	\$2,030.00	\$15.00	\$525.00	\$11.00	\$385.00
TOTAL OF ALL ESTIMATED MISCELLANEOUS HYDRANT REPAIRS - VARIOUS LOCATIONS (ITEMS 79-83)					\$35,019.58		\$38,155.00		\$33,185.00
<b>MISCELLANEOUS WATER VALVE REPAIRS - VARIOUS LOCATIONS</b>									
84	30-Inch Concrete Curb & Gutter Remove & Replace	L.F.	10	\$128.85	\$1,288.50	\$100.00	\$1,000.00	\$50.00	\$500.00
85	6-Inch Water Main Valve Remove & Replace - Slurry Backfill	EA.	1	\$5,765.45	\$5,765.45	\$7,900.00	\$7,900.00	\$6,633.00	\$6,633.00
86	8-Inch Water Main Valve Remove & Replace - Slurry Backfill	EA.	1	\$6,504.65	\$6,504.65	\$8,300.00	\$8,300.00	\$7,265.00	\$7,265.00
87	12-Inch Water Main Valve Remove & Replace - Slurry Backfill	EA.	1	\$8,680.01	\$8,680.01	\$9,500.00	\$9,500.00	\$8,888.00	\$8,888.00
88	Crushed Aggregate Base Course	TON	10	\$53.50	\$535.00	\$38.00	\$380.00	\$20.00	\$200.00
89	3.5-Inch Asphalt Pavement Patch	TON	5	\$360.00	\$1,800.00	\$245.00	\$1,225.00	\$260.00	\$1,300.00
90	Restoration - Topsoil and Sod	S.Y.	20	\$58.00	\$1,160.00	\$15.00	\$300.00	\$11.00	\$220.00
TOTAL OF ALL ESTIMATED MISCELLANEOUS WATER VALVE REPAIRS - VARIOUS LOCATIONS (ITEMS 84-90)					\$25,733.61		\$28,605.00		\$25,006.00
<b>COMMON TO ALL MISCELLANEOUS UTILITY REPAIRS - VARIOUS LOCATIONS</b>									
91	Traffic Control, Signage & Barricades -Misc. Locations	L.S.	1	\$1,749.00	\$1,749.00	\$1,749.00	\$1,749.00	\$2,500.00	\$2,500.00
92	Erosion Control - Misc. Locations	L.S.	1	\$5,000.00	\$5,000.00	\$3,750.00	\$3,750.00	\$550.00	\$550.00
TOTAL OF ALL ESTIMATED COMMON TO ALL MISCELLANEOUS UTILITY REPAIRS - VARIOUS LOCATIONS (ITEMS 91-92)					\$6,749.00		\$5,499.00		\$3,050.00
<b>TOTAL OF ALL ESTIMATED BASE BID PRICES</b>					<b>\$1,747,447.42</b>		<b>\$1,899,910.00</b>		<b>\$1,921,711.20</b>

**COST COMPARISON OF BIDDERS**

**OWNER:** Village of Hartland  
**PROJECT:** Sunnyslope Drive Utility Improvements  
**BID OPENING DATE:** January 30, 2020

BASE BID				Dorner, Inc.		PTS Contractors, Inc.	
ITEM #	ITEM DESCRIPTION	UNIT	QTY.	UNIT \$	TOTAL	UNIT \$	TOTAL
<b>UTILITY AND ROADWAY IMPROVEMENTS - SUNNYSLOPE DRIVE</b>							
1	Mobilization (limited to maximum of 5% of Total Bid)	L.S.	1	\$153,252.00	\$153,252.00	\$58,710.00	\$58,710.00
2	Traffic Control (Sunnyslope Drive & Detour)	L.S.	1	\$8,709.00	\$8,709.00	\$8,490.00	\$8,490.00
3	Inlet Protection, Type D	EA.	32	\$100.00	\$3,200.00	\$140.00	\$4,480.00
4	Manufactured Permiter Control (Erosion Logs)	L.F.	50	\$35.00	\$1,750.00	\$10.00	\$500.00
5	Sawcutting	L.F.	165	\$4.00	\$660.00	\$4.00	\$660.00
6	Remove Existing Asphalt (Rae Drive Intersection)	S.Y.	155	\$9.24	\$1,432.20	\$9.00	\$1,395.00
7	2-Inch Surface Mill (Merton Ave Intersection)	S.Y.	400	\$15.47	\$6,188.00	\$15.00	\$6,000.00
8	30-Inch Concrete Curb & Gutter Remove & Replace	L.F.	1050	\$41.98	\$44,079.00	\$52.00	\$54,600.00
9	4-Inch Concrete Sidewalk Remove & Replace	S.F.	1100	\$15.93	\$17,523.00	\$11.00	\$12,100.00
10	3-Inch Asphalt Driveway Remove & Replace	S.Y.	150	\$40.74	\$6,111.00	\$36.00	\$5,400.00
11	6-Inch Concrete Driveway Remove & Replace	S.F.	275	\$16.74	\$4,603.50	\$16.00	\$4,400.00
12	Sanitary Sewer, 12-Inch w/ Granular Backfill	L.F.	2220	\$209.00	\$463,980.00	\$269.00	\$597,180.00
13	Sanitary Sewer, 12-Inch w/ Slurry Backfill	L.F.	145	\$519.00	\$75,255.00	\$834.00	\$120,930.00
14	Sanitary Sewer, 8-Inch w/ Granular Backfill	L.F.	70	\$210.00	\$14,700.00	\$331.00	\$23,170.00
15	Sanitary Sewer, 6-Inch Lateral w/ Granular Backfill	L.F.	340	\$128.00	\$43,520.00	\$174.00	\$59,160.00
16	Sanitary Sewer, 4-Inch Lateral w/ Granular Backfill	L.F.	140	\$125.00	\$17,500.00	\$174.00	\$24,360.00
17	Sanitary Manhole, 48-Inch	V.F.	119.6	\$474.00	\$56,690.40	\$325.00	\$38,870.00
18	Sanitary Manhole, 48-inch w/ Slurry Backfill	V.F.	31.4	\$368.00	\$11,555.20	\$390.00	\$12,246.00
19	Sanitary Manhole, Outside Drop, 48-inch	V.F.	29.3	\$547.00	\$16,027.10	\$495.00	\$14,503.50
20	Sanitary Manhole, Outside Drop, 48-Inch w/ Slurry Backfill	V.F.	16.5	\$1,033.00	\$17,044.50	\$480.00	\$7,920.00
21	Sanitary Sewer Bypass Pumping	L.S.	1	\$13,167.00	\$13,167.00	\$50,435.00	\$50,435.00
22	Connect to Existing Water Mains (Rae Drive and Merton Ave)	EA.	2	\$3,334.00	\$6,668.00	\$6,595.00	\$13,190.00
23	Water Main, 12-Inch w/ Slurry Backfill	L.F.	5	\$392.00	\$1,960.00	\$428.00	\$2,140.00
24	Water Main, 8-Inch w/ Granular Backfill	L.F.	2240	\$122.00	\$273,280.00	\$144.00	\$322,560.00
25	Water Main, 8-Inch w/ Slurry Backfill	L.F.	40	\$119.00	\$4,760.00	\$388.00	\$15,520.00
26	Water Main Valves, 12-Inch Gate w/ Slurry Backfill	EA.	1	\$3,699.00	\$3,699.00	\$2,730.00	\$2,730.00
27	Water Main Valves, 8-Inch Gate w/ Slurry Backfill	EA.	1	\$2,407.00	\$2,407.00	\$1,545.00	\$1,545.00
28	Water Main Valves, 8-Inch Gate	EA.	10	\$1,707.00	\$17,070.00	\$1,545.00	\$15,450.00
29	Hydrant Lead, 6-Inch w/ Granular Backfill	L.F.	70	\$151.00	\$10,570.00	\$116.00	\$8,120.00
30	Hydrant Assembly & Valve	EA.	5	\$6,309.00	\$31,545.00	\$5,600.00	\$28,000.00
31	Water Service, 6-Inch w/ Granular Backfill	L.F.	340	\$121.00	\$41,140.00	\$132.00	\$44,880.00
32	Water Service Valve, 6-Inch Gate	EA.	12	\$1,209.00	\$14,508.00	\$1,125.00	\$13,500.00
33	Water Service, 1 1/2-Inch w/ Granular Backfill	L.F.	205	\$96.00	\$19,680.00	\$112.00	\$22,960.00
34	1 1/2-Inch Tap, Saddle and Corporation Valve	EA.	7	\$962.00	\$6,734.00	\$495.00	\$3,465.00
35	1 1/2-Inch Curb Valve & Valve Box	EA.	7	\$958.00	\$6,706.00	\$495.00	\$3,465.00
36	Pipe Insulation	L.F.	200	\$4.00	\$800.00	\$6.00	\$1,200.00
37	Storm Sewer, 15-Inch RCP w/ Granular Backfill	L.F.	1970	\$76.00	\$149,720.00	\$99.00	\$195,030.00

**COST COMPARISON OF BIDDERS**

**OWNER:** Village of Hartland  
**PROJECT:** Sunnyslope Drive Utility Improvements  
**BID OPENING DATE:** January 30, 2020

BASE BID				Dorner, Inc.		PTS Contractors, Inc.	
ITEM #	ITEM DESCRIPTION	UNIT	QTY.	UNIT \$	TOTAL	UNIT \$	TOTAL
38	Storm Sewer, 12-Inch RCP w/ Granular Backfill	L.F.	130	\$74.00	\$9,620.00	\$145.00	\$18,850.00
39	Storm Sewer RCP End Section, 12-Inch	EA.	1	\$1,798.00	\$1,798.00	\$390.00	\$390.00
40	Storm Sewer Catch Basin Structure w/ Frame & Grate	EA.	12	\$2,535.00	\$30,420.00	\$1,900.00	\$22,800.00
41	Storm Manhole, 48-Inch	EA.	8	\$4,165.00	\$33,320.00	\$1,925.00	\$15,400.00
42	Storm Manhole, 96-Inch	EA.	1	\$9,278.00	\$9,278.00	\$5,295.00	\$5,295.00
43	Storm Inlet/Manhole, 48-Inch, w/ Frame & Grate	EA.	3	\$4,100.00	\$12,300.00	\$2,035.00	\$6,105.00
44	Medium Rip-Rap	C.Y.	10	\$100.00	\$1,000.00	\$110.00	\$1,100.00
45	Excavation Below Subgrade (If Needed)	C.Y.	220	\$40.91	\$9,000.20	\$40.00	\$8,800.00
46	Geotextile Fabric (If Needed)	S.Y.	650	\$4.17	\$2,710.50	\$4.00	\$2,600.00
47	Excavation Below Subgrade Backfill (If Needed)	TON	440	\$20.59	\$9,059.60	\$20.00	\$8,800.00
48	1-1/4 Inch Base Course Crushed Limestone TB (Lower 6-Inches)	TON	2750	\$17.16	\$47,190.00	\$18.75	\$51,562.50
49	3/4 Inch Base Course Crushed Limestone TB (Upper 6-Inches)	TON	2250	\$19.27	\$43,357.50	\$18.75	\$42,187.50
50	4-Inch Asphalt Trench Patch (Merton Ave Intersection)	TON	35	\$230.35	\$8,062.25	\$222.00	\$7,770.00
51	2-Inch Asphalt Surface Overlay (Merton Ave Intersection)	TON	65	\$116.13	\$7,548.45	\$115.00	\$7,475.00
52	3-Inch Asphalt Binder Course	TON	1125	\$73.53	\$82,721.25	\$64.00	\$72,000.00
53	2-Inch Asphalt Surface Course	TON	750	\$69.94	\$52,455.00	\$68.00	\$51,000.00
54	Adjust Valve Box	EA.	4	\$250.00	\$1,000.00	\$400.00	\$1,600.00
55	Epoxy Striping - 18-Inch Stop Bar - White	L.F.	30	\$15.84	\$475.20	\$15.50	\$465.00
56	Epoxy Striping - 6-Inch White Cross Walk	L.F.	150	\$12.67	\$1,900.50	\$12.50	\$1,875.00
57	Epoxy Striping - 4-Inch Yellow	L.F.	75	\$5.28	\$396.00	\$5.25	\$393.75
58	Epoxy Striping - 4-Inch Fog Line - White	L.F.	180	\$5.28	\$950.40	\$5.25	\$945.00
59	Restoration - Topsoil & Sod	S.Y.	1,000	\$10.35	\$10,350.00	\$18.00	\$18,000.00
<b>TOTAL OF ALL ESTIMATED PRICES UTILITY AND ROADWAY IMPROVEMENTS - SUNNYSLOPE DRIVE (ITEMS 1-59)</b>					<b>\$1,943,106.75</b>		<b>\$2,144,678.25</b>
<b>MISCELLANEOUS SANITARY SEWER REPAIRS - VARIOUS LOCATIONS</b>							
60	Adjust Sanitary Manhole Frame	EA.	3	\$2,069.00	\$6,207.00	\$1,410.00	\$4,230.00
61	Repair Sanitary Manhole - Slurry Backfill	V.F.	7.9	\$3,984.00	\$31,473.60	\$3,040.00	\$24,016.00
62	Replace Additional Adjusting Rings - Manhole	V.F.	2	\$3,103.00	\$6,206.00	\$1,350.00	\$2,700.00
63	8-Inch Sanitary Sewer Spot Repair	L.F.	24	\$994.00	\$23,856.00	\$320.00	\$7,680.00
64	Crushed Aggregate Base Course	TON	25	\$25.00	\$625.00	\$16.00	\$400.00
65	3.5-Inch Asphalt Pavement Patch	TON	15	\$380.07	\$5,701.05	\$370.00	\$5,550.00
<b>TOTAL OF ALL ESTIMATED PRICES MISCELLANEOUS SANITARY SEWER REPAIRS- VARIOUS LOCATIONS (ITEMS 60-65)</b>					<b>\$74,068.65</b>		<b>\$44,576.00</b>
<b>MISCELLANEOUS STORM SEWER CATCH BASIN REPAIRS - VARIOUS LOCATIONS</b>							
66	30-Inch Concrete Curb & Gutter Remove & Replace	L.F.	90	\$47.51	\$4,275.90	\$52.00	\$4,680.00
67	Remove & Replace Storm Catch Basin	EA.	3	\$2,964.00	\$8,892.00	\$3,010.00	\$9,030.00
68	Repair Storm Catch Basin - Slurry Backfill	V.F.	4.5	\$2,639.00	\$11,875.50 *	\$3,020.00	\$13,590.00
69	Adjust Inlet Frame	EA.	1	\$3,922.00	\$3,922.00	\$1,635.00	\$1,635.00
70	Replace Additional Adjusting Rings - Inlet	V.F.	1	\$216.00	\$216.00	\$1,125.00	\$1,125.00
71	Crushed Aggregate Base Course	TON	10	\$25.00	\$250.00	\$16.00	\$160.00

**COST COMPARISON OF BIDDERS**

**OWNER:** Village of Hartland  
**PROJECT:** Sunnyslope Drive Utility Improvements  
**BID OPENING DATE:** January 30, 2020

BASE BID				Dorner, Inc.		PTS Contractors, Inc.	
ITEM #	ITEM DESCRIPTION	UNIT	QTY.	UNIT \$	TOTAL	UNIT \$	TOTAL
72	3.5-Inch Asphalt Pavement Patch	TON	5	\$380.07	\$1,900.35	\$370.00	\$1,850.00
73	Restoration - Topsoil and Sod	S.Y.	50	\$10.35	\$517.50	\$60.00	\$3,000.00
TOTAL OF ALL ESTIMATED PRICES MISCELLANEOUS STORM SEWER CATCH BASIN REPAIRS-VARIOUS LOCATIONS (ITEMS 66-73)					\$31,849.25		\$35,070.00
<b>MISCELLANEOUS STORM SEWER REPAIRS - VARIOUS LOCATIONS</b>							
74	Adjust Storm Manhole Frame	EA.	1	\$2,069.00	\$2,069.00	\$1,635.00	\$1,635.00
75	Repair Storm Manhole - Slurry Backfill	V.F.	9.4	\$2,579.00	\$24,242.60	\$2,120.00	\$19,928.00
76	Replace Additional Adjusting Rings - Manhole	V.F.	2	\$2,995.00	\$5,990.00	\$1,125.00	\$2,250.00
77	Crushed Aggregate Base Course	TON	10	\$25.00	\$250.00	\$16.00	\$160.00
78	3.5-Inch Asphalt Pavement Patch	TON	10	\$380.07	\$3,800.70	\$370.00	\$3,700.00
TOTAL OF ALL ESTIMATED MISCELLANEOUS STORM SEWER REPAIRS - VARIOUS LOCATIONS (ITEMS 74-78)					\$36,352.30		\$27,673.00
<b>MISCELLANEOUS HYDRANT REPAIRS - VARIOUS LOCATIONS</b>							
79	30-Inch Concrete Curb & Gutter Remove & Replace	L.F.	30	\$79.18	\$2,375.40	\$102.00	\$3,060.00
80	Hydrant Assembly Remove & Replace - Slurry Backfill.	EA.	3	\$9,514.00	\$28,542.00	\$12,905.00	\$38,715.00
81	Crushed Aggregate Base Course	TON	10	\$25.00	\$250.00	\$16.00	\$160.00
82	3.5-Inch Asphalt Pavement Patch	TON	10	\$380.07	\$3,800.70	\$370.00	\$3,700.00
83	Restoration - Topsoil and Sod	S.Y.	35	\$10.56	\$369.60	\$60.00	\$2,100.00
TOTAL OF ALL ESTIMATED MISCELLANEOUS HYDRANT REPAIRS - VARIOUS LOCATIONS (ITEMS 79-83)					\$35,337.70		\$47,735.00
<b>MISCELLANEOUS WATER VALVE REPAIRS - VARIOUS LOCATIONS</b>							
84	30-Inch Concrete Curb & Gutter Remove & Replace	L.F.	10	\$121.41	\$1,214.10	\$102.00	\$1,020.00
85	6-Inch Water Main Valve Remove & Replace - Slurry Backfill	EA.	1	\$6,244.00	\$6,244.00	\$10,320.00	\$10,320.00
86	8-Inch Water Main Valve Remove & Replace - Slurry Backfill	EA.	1	\$6,864.00	\$6,864.00	\$10,900.00	\$10,900.00
87	12-Inch Water Main Valve Remove & Replace - Slurry Backfill	EA.	1	\$8,461.00	\$8,461.00	\$13,550.00	\$13,550.00
88	Crushed Aggregate Base Course	TON	10	\$25.00	\$250.00	\$16.00	\$160.00
89	3.5-Inch Asphalt Pavement Patch	TON	5	\$380.07	\$1,900.35	\$370.00	\$1,850.00
90	Restoration - Topsoil and Sod	S.Y.	20	\$10.56	\$211.20	\$60.00	\$1,200.00
TOTAL OF ALL ESTIMATED MISCELLANEOUS WATER VALVE REPAIRS - VARIOUS LOCATIONS (ITEMS 84-90)					\$25,144.65		\$39,000.00
<b>COMMON TO ALL MISCELLANEOUS UTILITY REPAIRS - VARIOUS LOCATIONS</b>							
91	Traffic Control, Signage & Barricades -Misc. Locations	L.S.	1	\$1,847.00	\$1,847.00	\$4,700.75	\$4,700.75
92	Erosion Control - Misc. Locations	L.S.	1	\$5,500.00	\$5,500.00	\$5,275.00	\$5,275.00
TOTAL OF ALL ESTIMATED COMMON TO ALL MISCELLANEOUS UTILITY REPAIRS - VARIOUS LOCATIONS (ITEMS 91-92)					\$7,347.00		\$9,975.75
<b>TOTAL OF ALL ESTIMATED BASE BID PRICES</b>					<b>\$2,153,206.30 **</b>		<b>\$2,348,708.00</b>

Dorner showed \$13,225.00, should be \$11,875.50 resulting in total of all estimated bid prices (1-92) to be \$2,153,206.30



**Village of Hartland  
Administration**

210 Cottonwood Ave, Hartland, WI 53029  
[www.villageofhartland.com](http://www.villageofhartland.com)

<b>Committee:</b> Village Board	<b>Date:</b> 1/31/2020
<b>Village Board Item Number: 6</b>	<b>Date: 2/10/2020</b>
<b>Submitted By:</b> Exploratory Remodeling Group	
<b>Subject:</b> Discussion and Possible Action related to a Design Agreement for remodeling of the Village Board room and Administration counter.	

**Details:**  
Staff solicited proposals from four firms for provide design services with the following results:

1. Building Service Inc.	\$1,600
2. Coakley Brothers	\$4,590
3. VJS Construction Service	\$4,860
4. Creative Business Interiors	\$3,200

Staff met with representatives from each firm to discuss the proposed projects. Design services from each of the firms would include meeting with appropriate staff to discuss the needs of the spaces prior to creation of design options.

The representative from Building Service Inc. indicated that they generally provide lower cost design services with the hope that they will have the opportunity to also perform the construction phase of the projects. Staff is confident that each of the firms would provide the necessary design assistance. However, it is believed that based on the level of responsiveness to our request for a proposal and the low pricing offered, the best option to move forward on the projects would be to enter into a Design Agreement with Building Service Inc.

Regardless of which firm is selected to provide the design, the Board will have many options to consider as the projects proceed through the various phases.

**Financial Remarks:**  
Lowest cost proposal received was from Building Service Inc. in the amount of \$1,600. Recommendation of staff to include the option to provide 3 digital renderings of key areas at a cost of \$600.

**Options & Alternatives:**  
Please review proposals provided and consider options for a design agreement.

**Executive Recommendation:**  
Staff recommends approving the design service contract with Building Service Inc. including the option for digital renderings.



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October 22, 2019

Project #110845

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

Proposal for: **Board Room Remodel**

**\*\* DESIGN AGREEMENT \*\***

**Compensation for Services**

1. Fees for design services to be provided by BSI are based on the breakdown, and will be billed on an hourly basis up to but not exceeding the contract amount.
2. Plus applicable tax.

Attachment #1 – Description of Work  
Interior Design - (20) hours at \$80/hr = \$1,600.00

Renderings:

- Provide up to 3 digital renderings of key areas in order to convey new design concepts.  
**ADD \$600.00** to the agreement.

Accepted \_\_\_\_\_ Initials

**Terms of Payment**

- **50% down payment required**
- All invoices due within 10 days of receipt. Interest at a rate of 2.5% per month will be charged on all delinquent payments.
- No payment shall be withheld on any invoice because of partial delivery of the entire order.
- BSI limits credit card transactions to \$1000.00 per contract, all transactions will be assessed a 4% processing fee.

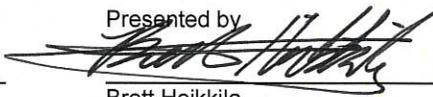
This proposal is subject to written acceptance within (30) days of its date.  
The terms on the attached are expressly made a part of this agreement.

Accepted by \_\_\_\_\_ Date \_\_\_\_\_

Signature \_\_\_\_\_

Title \_\_\_\_\_

Presented by \_\_\_\_\_ Date \_\_\_\_\_

 10/22/19

Brett Heikkila  
Account Executive  
BSI (Building Service Inc.)

**All sales are final upon receipt of signed proposal or customer purchase order issued to BSI, and accepted by an officer of Building Service Inc.**

\_\_\_\_\_  
BSI (Building Service Inc.)

\_\_\_\_\_  
Title



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## ATTACHMENT #1

### Scope

Based on preliminary concepts and program criteria as supplied by **Village of Hartland**, BSI (Building Service Inc.) will provide new design(s) for your Board Room at 210 Cottonwood Ave, Hartland, WI 53029 .

We will coordinate work of your voice and data consultant, and any other consultants you may hire.

### Owner's Responsibilities

**Village of Hartland** shall provide BSI with access to present & future office spaces as well as electronic drawings (if available). Client further agrees to render decisions as expeditiously as necessary for the orderly progress of BSI's work.

### Interior Design Services

1. Programming Phase
  - a. Review existing architectural plans.
  - b. Review budgets, project goals, project priorities and standards.
  - c. Establish a time line and schedules.
  - d. Interview key personnel to determine project requirements.
  
2. Schematic Design Phase
  - a. Field verify existing conditions.
  - b. Develop preliminary layouts for typical offices, workstations, conference rooms, support spaces and public spaces.
  - c. Provide a block plan determining departmental adjacencies.
  - d. Preparation of schematic furnishing selections and plans based on the results of the design program. Plan shall indicate location of walls for most functional use of space.
  - e. Selection of coordinated color schemes for interior finishes and furnishings. All materials shall conform to the architectural concept of the building.
  - f. Development of preliminary architectural details, concepts and millwork.
  - g. Prepare preliminary budget estimates of construction and furniture.
  - h. Hours are based on providing a layout and two revisions.

### Fees

1. Reimbursable expenses are in addition to compensation for basic and additional services and will be charged at cost. Reimbursable expenses include all costs incurred by the interior designer and/or consultants in the interest of the project, as outlined below:
  - a. Authorized out-of-town travel and long distance communications.
  - b. Reproductions and blueprints beyond the three sets included in base bid.
  - c. Postage and handling of drawings, specifications, and other documents.
  - d. Photography, models, samples and mockups requested by owner.
  - e. Additional insurance coverage requested by the owner in excess of normal BSI limits.
  
2. Should scope of project change; design hours will be adjusted and submitted to **Village of Hartland** for approval prior to proceeding.
  
3. Any termination of this Agreement must be in writing. Should the project be stopped for any reason, BSI will be paid for all costs incurred through the date of termination.



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#### Terms

1. The original plans developed and provided under this Agreement are and shall remain the property of BSI. You are permitted to retain copies of your information and reference in connection with your use and occupancy of facilities covered by this agreement.
2. BSI's performance shall be excused and shall not be liable for any loss of damage resulting from delay or failures to perform due to any consequences, direct or indirect, of events beyond our control.
3. In no event shall BSI be held responsible for special or consequential damages arising from, connected with, or incidental to the services herein described. Liability of BSI in any and all other categories and for any and all cases, shall, in the aggregate, not exceed the fee charges for the services described herein.
4. BSI will incorporate local and International Building Code along with ADA requirements in our design.

#### **Design Exclusions unless otherwise stated:**

1. Architectural fees and contract documents.
2. State, local, building permit, plan review and/or occupancy permit.
3. Premium pay, work to be performed during normal working hours.
4. Barrier free work including any and all allowances for ADA upgrades that may be required to bring building into code compliance outside of items listed in specific inclusions.