

VILLAGE BOARD AGENDA
MONDAY, NOVEMBER 9, 2015
7:00 PM
BOARD ROOM, MUNICIPAL BUILDING, 210 COTTONWOOD AVENUE

Roll Call

Pledge of Allegiance – President Lamerand

Public Comments: (Please be advised the Village Board will receive information from the public for a three minute time period, with time extensions per the Village President's discretion, per person. 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 October 26, 2015.
2. Consideration of a motion to approve the vouchers for payment.
3. Consideration of actions related to Licenses and Permits
 - a. Consideration of a motion to approve Operator (Bartender) Licenses with terms ending June 30, 2016
4. Consideration of a motion to approve Resolution No. 11/09/2015-01 "Resolution Approving the Sewer Utility Rate Effective First Quarter 2016".
5. Consideration of items related to the 2016 Village Budget as shown on Tab 1 Page 8 and Tab 31 Pages 1 and 2 of the 2016 Budget Book. All information after Tab 1 is for informational purposes only:
 - a. Consideration of a motion to approve the 2016 Municipal Budget in the amount of \$6,757,149 as shown on Tab 1 Page 8 of the 2016 Budget Book (Roll call vote)
 - b. Consideration of a motion to approve the 2016 Water Utility Budget in the amount of \$1,662,633 as shown on Tab 1 Page 8 of the 2016 Budget Book (Roll call vote)
 - c. Consideration of a motion to approve the 2016 Sewer Utility Budget in the amount of \$1,476,650 as shown on Tab 1 Page 8 of the 2016 Budget Book (Roll call vote)
 - d. Consideration of a motion to approve the 2016 TIF's Budget in the amount of \$951 as shown on Tab 1 Page 8 of the 2016 Budget Book (Roll call vote)
 - e. Consideration of a motion to approve the 2016 Debt Service Budget in the amount of \$1,174,550 as shown on Tab 1 Page 8 of the 2016 Budget Book (Roll call vote)
 - f. Consideration of a motion to approve a Property Tax Levy in the amount of \$5,357,668 as shown on Tab 1 Page 8 of the 2016 Budget Book (Roll call vote)
 - g. Consideration of a motion to approve the 2016 Payroll Matrix as shown on Tab 31 Pages 1 and 2 of the 2016 Budget Book (Roll call vote)

VILLAGE BOARD AGENDA
MONDAY, NOVEMBER 9, 2015
7:00 PM
PAGE 2

6. Consideration of items recommended for approval by the Hartland Park and Recreation Board:
 - a. Consideration of a motion to approve Canteen Agreements between the Village of Hartland and the Hartland Athletic Advancement Association
 - b. Consideration of a motion to approve Score Board/Press Box Agreement between the Village of Hartland and the Lake Country Chiefs Football
7. Consideration of a motion to approve a proposal from CTW Corporation for rehabilitation of Well #4 in an estimated amount of \$19, 610.
8. Consideration of a motion to authorize Ruckert-Mielke to input data from the former Lutheran cemetery into GIS at a cost not to exceed \$35,000.
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.
10. Adjournment

David E. Cox, 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.

MEMORANDUM

TO: President and Board of Trustees
FROM: David E. Cox, Village Administrator 
DATE: November 6, 2015
SUBJECT: Agenda Information

The following information relates to the upcoming Village Board meeting agenda and includes additional or summary information and staff recommendations as necessary. The numbering will follow the numbering of the agenda.

Item 4 Regarding Establishing the 2016 Sewer Rate

Background: Pursuant to discussion during preparation of the 2016 Village Budget, a five percent (5%) rate increase is proposed on sewer rates effective December 16, 2015. If approved, the first bills with the new rate will be mailed in March. As preparation for the action to approve the Village Budget, the Board is asked to make a final determination on the sewer rates. A rate adjustment for water rates (3%) has already been approved.

Recommendation: Approve the resolution confirming the rate increase for sewer.

Item 3 Related to adoption of the 2016 Annual Budget.

Background: The 2016 Annual Budget has been reviewed by the Village Board and was the subject of a Public Hearing during the October 26 Village Board meeting. The final budget includes a proposed General Fund expenditure increase of just under \$119,000 or about 1.8%. However, some of this increase is again offset by non-tax revenues resulting in a Property Tax Levy increase for operations of approximately \$55,000 or 1.3%. The levy increase for debt service, including the issuance made by the Village in October, is approximately \$81,000 or about 7.8%. Combined, the total levy increase is just over \$136,000 or 2.6%. Also, the proposed budget includes programmed increases in rates for the water and sewer utilities to provide for increases in operating expenses and to allow for continued investment in this infrastructure. The rates for our contract with Advanced Disposal Services for refuse and recycling will not increase from last year and will remain \$145 per household annually. Overall, it is anticipated that the average Hartland household will pay about \$55 annually, or \$4.50 per month, more for all municipal services in 2016.

Recommendation: All budget-related items are recommended for approval.

Item 6 Regarding Agreements with private recreation groups for park facility use.

Background: Director Einweck's memo outlines these long-standing agreements with the Hartland Athletic Advancement Association (HAAA) and the Lake Country Chiefs (Chiefs) for use of various park facilities. HAAA's agreement relates to the use of the canteen and other facilities at Bark

River Park and Nixon Park for concessions, including the authorization to sell beer, and other activities related to the Association's leagues. The agreement with the Chiefs relates to the installation (which occurred several years ago) and maintenance of the score board and press box at Centennial Park and the organization's use of the football field at this park. The Park Board reviewed both agreements, which are reviewed annually, at its meeting on November 2 and recommended approval.

Recommendation: Approve the agreements.

Item 7 Regarding rehabilitation of Well #4.

Background: On a regular basis, each of the Village's active wells is cleaned and rehabilitated to maintain its performance, minimize disruptions and extend its life. The work includes removal and rehabilitation of the well pump, cleaning and inspection of the shaft and piping, cleaning and inspection of the screen at the bottom of the well and other rehabilitation and inspection processes. A number of companies were contacted for quotations on this work and the contractor the Village has used in the past continues to provide the lowest price. The company has provided quality work in the past and is recommended.

Recommendation: Approve the contract for Well #4 rehabilitation.

Item 8 Regarding inputting the historic Lutheran Cemetery into the Village GIS system.

Background: The Board will recall that the Village took over control and ownership of the Lutheran Cemetery in 2014 at the request of the association that owned and operated it. This project is to begin the process of integrating the cemetery into the Village geographic information system (GIS) through which the Village manages data by relating the information to specific locations in the Village. In the same way as the Village's other cemeteries, the system will eventually hold data on the location, ownership and burial information of each grave and will be available to not only Village staff but the public as well. This initial project is to integrate the cemetery plat information into the system. Future steps will include integration of the owner and other data.

Recommendation: Approve the work by Ruckert Mielke in the historic Lutheran Cemetery.

VILLAGE BOARD MINUTES
MONDAY, OCTOBER 26, 2015
7:00 PM
BOARD ROOM, MUNICIPAL BUILDING, 210 COTTONWOOD AVENUE

Present: Trustees Stevens, Meyers, Compton, Landwehr, Swenson, Wallschlager and President Lamerand

Others: Administrator Cox, Finance Director Bailey, DPW Director Einweck, Fire Chief Dean, Police Chief Rosch, Clerk Igl, DPW Supervisor Gerszewski, Library Director Massnick, members of Hartland Fire Dept.

Roll Call

Pledge of Allegiance – Trustee Landwehr

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 (Wallschlager/Meyers) to approve Village Board minutes of October 13, 2015. Carried (7-0).
2. Motion (Landwehr/Swenson) to approve the vouchers for payment in the amount of \$277,842.79. Carried (6-0). Meyers abstained.
3. Consideration of actions related to Licenses and Permits
 - a. Motion (Swenson/Wallschlager) to approve Operator (Bartender) Licenses with terms ending June 30, 2016. Carried (7-0).
 - b. Motion (Landwehr/Wallschlager) to approve a Street Use Permit for closure of River Grove Lane for the Four Winds Fall Fest Fun, October 31 from 3 – 5 pm. Carried (7-0).
4. **PUBLIC HEARING** on the proposed 2016 Village Budget including the General Fund, Water and Sewer Utility Funds, Debt Service, and all other Revenue and Expenditure Funds with consideration of adoption of the budget at the November 9, 2015 Village Board meeting.

President Lamerand opened the Public Hearing at 7:03 p.m. Finance Director Bailey stated that there have been no changes made to the budget since presented to the Village Board. It was stated that there will be a change to the debt service prior to the adoption of the budget at the November 9th meeting. It is anticipated that the levy will drop slightly due to a favorable premium in the recent debt issue.

Trustee Meyers asked Finance Director Bailey where the 2015 budget would come in. A brief review of the current actual to budget for 2015 was provided.

There were no public comments and President Lamerand closed the Public Hearing at 7:06 p.m.

5. Consideration of a motion to approve Change Order 1 (Final) for the 2015 Crack Sealing Contract with Precision Sealcoating, Inc. in the net additional amount of \$562.50 for a revised contract price of \$45,562.50.

DPW Director Einweck stated that this change is due to the need for the contractor to use more crack filling material than anticipated. Trustee Stevens asked whether the Village is doing more crack sealing now due to the change in scheduling repaving. Director Einweck stated that the Village doubled the amount of crack sealing this year and that trend will continue into the foreseeable future.

Motion (Meyers/Swenson) to approve Change Order 1 (Final) for the 2015 Crack Sealing Contract with Precision Sealcoating, Inc. in the net additional amount of \$562.50 for a revised contract price of \$45,562.50. Carried (7-0).

6. Consideration of a motion to approve a reduction in the Letter of Credit for the Windrush Subdivision.

DPW Director Einweck stated that this is a sizeable reduction as the subdivision is nearing completion. In addition, the reduction corrects an error in the amount of the original letter of credit provided to the Village.

Motion (Meyers/Landwehr) to approve a reduction in the Letter of Credit for the Windrush Subdivision. Carried (7-0).

7. Motion (Compton/Wallschlager) to approve Resolution No. 10/26/2015-01, A Resolution to Adopt the Official Legal Description for the Village of Hartland. Carried (7-0).

8. Motion (Landwehr/Swenson) to approve Resolution No. 10/26/2015-02, A Resolution to Authorize the Combining of Wards for Elections in the Village of Hartland. Carried (7-0).

9. Consideration of a motion to approve a Full Rate Case Contract with Baker Tilly related to water utility rates.

Finance Director Bailey stated that the Village's utility rates are low, the Village has aging infrastructure that will need replacement and expansion may be necessary in the future. He stated that he contacted Baker Tilly to provide a proposal to put together a rate case study that the Village would then provide to the Public Service Commission.

Trustee Meyers asked whether the Village would be locked into the increase proposed in the study. It was stated that the PSC reviews the recommendation of the study, makes their findings and makes a recommendation to the Village for Board consideration. It was stated that the study would have to be submitted to the PSC in July of 2016 for a rate increase to be effective in December 2016.

Motion (Meyers/Swenson) to approve a Full Rate Case Contract with Baker Tilly related to water utility rates not to exceed \$8,000. Carried (7-0).

10. Consideration of an agreement regarding recapture of certain utility costs with Sunrise Development, LLC.

Administrator Cox stated Windrush is the first development in the northeast corner of the Village that has a separate water pressure system. In addition to the usual underground facilities, the developer is required to install systems that will increase the pressure of the water in the area because of its relative elevation in comparison to the Village's water towers. Due to that extraordinary additional expense and the fact that his development accounts for about half of the end users of that system he has asked the Village to consider a recapture agreement through which the developer would be able to collect a fee from new potential users of the system for a period of ten years. It was stated that the fee would be based on the actual cost of improvements divided by total potential users of the system. The Village would collect the fees and transmit those funds to the developer.

It was stated that payments would be made at one of two different times. If an existing house were allowed to connect to the water system, the fee would be payable at that time. For a new subdivision, once the developer would be granted a plat of subdivision by the Village, the developer would be required to pay all of the fees for all of the units in the subdivision.

Administrator Cox stated that the exact fee is not yet known as the final amount would be established once the infrastructure is accepted by the Village and all costs are known. There is a ceiling on the total amount to be recovered by the developer set at 54.9% of the original cost which is based on the ratio of users in his subdivision. It was clarified that this fee will be in addition to the usual sewer connection charge as well as the regional sewer access charge for the area.

Motion (Landwehr/Swenson) to approve an agreement regarding recapture of certain utility costs with Sunrise Development, LLC. Carried (7-0).

11. Motion (Meyers/Stevens) to approve a contract with von Briesen and Roper, S.C. for services of the Village Attorney. Carried (7-0).
12. Consideration of a motion to approve the compensation for newly-appointed full time Fire Chief Dave Dean.

President Lamerand stated that the Police & Fire Commission has appointed Dave Dean as the Fire Chief and that the Village Board needs to approve a motion related to compensation. Chief Dean thanked the Police & Fire Commission, the Village Board, fellow firefighters within the department and his family for their support.

Motion (Meyers/Stevens) to approve the compensation for newly-appointed full-time Fire Chief Dave Dean. Carried (7-0).

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

President Lamerand reminded viewers that the CP Rail Holiday Train will make a stop in Hartland on Friday, December 4th at approximately 9:00 p.m. which is the same night as the Village's tree lighting.

14. Adjourn.

Motion (Stevens/Wallschlager) to adjourn at 7:28 p.m.

Respectfully submitted,

Darlene Igl
Village Clerk

TO: Village President & Board of Trustees

FROM: Kinsey Detert, Fiscal Clerk

DATE: November 5, 2015

RE: Voucher List

Attached is the voucher list for the November 9, 2015 Village Board meeting.

November 9, 2015 Checks:	\$148,004.21
October Manual Checks	\$ 18,239.78
October Wires:	<u>\$117,298.92</u>
Total amount to be approved:	<u>\$283,542.91</u>

VILLAGE OF HARTLAND
VOUCHER LIST - NOVEMBER 9, 2015

Account Descr	Search Name	Comments	Amount
EXPENSE Descr			
G 101-23000 SPECIAL DEPOSITS	HAAA	DEPOSITS/RESTORATION	\$2,100.00
R 101-46725 PARK RENTALS-TAX EXEMPT	HAAA	DEPOSITS/RESTORATION	\$33.00
R 101-46720 PARK RENTALS	HAAA	DEPOSITS/RESTORATION	\$74.82
G 101-21515 SALES TAXES PAYABLE	HAAA	DEPOSITS/RESTORATION	\$4.02
G 101-21550 UNION DUES DEDUCTIONS PAYABLE	HARTLAND PROFESSIONAL POLICE	NOVEMBER DUES	\$375.00
G 403-31841 MURPHY FARMS	RUEKERT & MIELKE	AUG-SEPT FEES	\$11,246.48
G 403-31841 MURPHY FARMS	RUEKERT & MIELKE	AUG-SEPT FEES	\$5,685.30
G 403-31861 FOUR WINDS WEST	RUEKERT & MIELKE	AUG-SEPT FEES	\$2,704.80
G 101-23000 SPECIAL DEPOSITS	TARGET DISTRIBUTION CENTER	DEPOSIT/CENTENNIAL	\$50.00
G 101-21593 LONG TERM HEALTH CARE	TRANSAMERICA PREMIER LIFE INS	NOV PREMIUM/ROSCH	\$149.92
G 101-23170 PERFORMANCE BOND DEPOSITS(OCC)	VICTORY HOMES OF WI	REFUND OCCUPANCY/1174 MARY HILL	\$1,500.00
EXPENSE Descr			\$23,923.34
EXPENSE Descr			
E 101-52300-300 OPERATING SUPPLIES/EXPENSES	FLEMINGS FIRE 1, INC.	FIREMAN'S FRIEND	\$92.70
E 101-52300-300 OPERATING SUPPLIES/EXPENSES	INTER OFFICE PRODUCTS INC	OFFICE SUPPLIES	\$95.36
E 101-52300-800 CAPITAL OUTLAY	JEFFERSON FIRE & SAFETY INC	TURN OUT GEAR	\$1,736.00
E 101-52300-300 OPERATING SUPPLIES/EXPENSES	LAKE COUNTRY FIRE DEPT.	PARAMEDIC INTERCEPT	\$425.00
E 101-52300-300 OPERATING SUPPLIES/EXPENSES	LAKE COUNTRY FIRE DEPT.	PARAMEDIC INTERCEPTS	\$1,275.00
E 101-52300-300 OPERATING SUPPLIES/EXPENSES	MICHAEL ROSHOLT UPHOLSTERY	REPAIR TURN OUT GEAR/EMS JACKET	\$240.00
E 101-52300-360 VEHICLE MAINT/EXPENSE	PARTS HUT HARTLAND	BATTERY-4351	\$107.99
EXPENSE Descr			\$3,972.05
EXPENSE Descr			
E 101-54910-365 BLDGS/GROUNDS MAINT EXPENSE	MEINECKE LAWN SERVICES	TREE REMOVAL	\$5,250.00
EXPENSE Descr			\$5,250.00
EXPENSE Descr			
E 401-79175-290 OUTSIDE SERVICES/CONTRACTS	RUEKERT & MIELKE	AUG-SEPT FEES	\$2,660.50
EXPENSE Descr			\$2,660.50
EXPENSE Descr			
E 402-59900-855 LIBRARY EXPENSE	ONTECH SYSTEMS, INC	LIBRARY PROJECT	\$763.51
EXPENSE Descr			\$763.51
EXPENSE Descr			
E 402-59900-855 LIBRARY EXPENSE	ONTECH SYSTEMS, INC	LIBRARY PROJECT	\$763.51
EXPENSE Descr			\$763.51

Account Descr	Search Name	Comments	Amount
E 401-70385-290 OUTSIDE SERVICES/CONTRACTS	RUEKERT & MIELKE	AUG-SEPT FEES	\$124.00
EXPENSE Descr COTTONWOOD/MAPLE RR QUIET ZONE			\$124.00
EXPENSE Descr ECONOMIC DEVELOPMENT			
E 804-56700-719 EVENTS	EXECU PRINT	HARTLAND LIGHTS EVENT	\$57.35
E 804-56700-715 STREETSCAPE PROGRAM	SANDY BOTTOM NATURE CENTER	REMOVED FLOWERS/WASH/STORE	\$400.00
EXPENSE Descr ECONOMIC DEVELOPMENT			\$457.35
EXPENSE Descr ELECTIONS			
E 101-51440-300 OPERATING SUPPLIES/EXPENSES	BEAR GRAPHICS	TALLY SLIPS	\$79.26
E 101-51440-300 OPERATING SUPPLIES/EXPENSES	COMPLETE OFFICE OF WISCONSIN	OFFICE SUPPLIES	\$11.73
E 101-51440-300 OPERATING SUPPLIES/EXPENSES	ELECTION SYSTEMS & SOFTWARE	TOTE BINS	\$524.85
EXPENSE Descr ELECTIONS			\$615.84
EXPENSE Descr ENVIRONMENTAL SERVICES			
E 101-53635-460 LANDSCAPE MANAGEMENT	WACHTEL TREE SCIENCE & SERVICE	IRON TRUNK INJECTION/7/14 RIVER RESERVE	\$205.00
EXPENSE Descr ENVIRONMENTAL SERVICES			\$205.00
EXPENSE Descr FINANCIAL ADMINISTRATION			
E 101-51500-300 OPERATING SUPPLIES/EXPENSES	AT&T	OCT-NOV SERVICE	\$18.48
E 101-51500-300 OPERATING SUPPLIES/EXPENSES	COMPLETE OFFICE OF WISCONSIN	OFFICE SUPPLIES	\$7.60
E 101-51500-290 OUTSIDE SERVICES/CONTRACTS	DIVERSIFIED BENEFIT SERVICES	OCTOBER FEES	\$110.66
E 101-51500-290 OUTSIDE SERVICES/CONTRACTS	EHLERS & ASSOCIATES	2015 DISCLOSURE REPORTING	\$3,300.00
EXPENSE Descr FINANCIAL ADMINISTRATION			\$3,436.74
EXPENSE Descr FIRE PROTECTION			
E 101-52200-220 UTILITY SERVICES	AT&T	OCT-NOV SERVICE	\$18.48
E 101-52200-255 BLDGS/GROUNDS	DAVE DROEGKAMP HEATING INC	REPR NO HEAT	\$119.00
E 101-52200-300 OPERATING SUPPLIES/EXPENSES	PARTS HUT HARTLAND	SPARK PLUGS	\$27.08
E 101-52200-800 CAPITAL OUTLAY	W.S. DARLEY & CO.	FIRE HOSE-RED/ORANGE ATTACK	\$776.44
EXPENSE Descr FIRE PROTECTION			\$941.00
EXPENSE Descr GENERAL ADMINISTRATION			
E 101-51400-300 OPERATING SUPPLIES/EXPENSES	AT&T	OCT-NOV SERVICE	\$18.48
E 101-51400-300 OPERATING SUPPLIES/EXPENSES	COMPLETE OFFICE OF WISCONSIN	OFFICE SUPPLIES	\$3.80
E 101-51400-300 OPERATING SUPPLIES/EXPENSES	COMPLETE OFFICE OF WISCONSIN	OFFICE SUPPLIES	\$24.45
E 101-51400-300 OPERATING SUPPLIES/EXPENSES	COMPLETE OFFICE OF WISCONSIN	OFFICE SUPPLIES	\$156.94
E 101-51400-210 LEGAL SERVICES	GODFREY & KAHN, S.C.	LEGAL FEES	\$465.00
E 101-51400-300 OPERATING SUPPLIES/EXPENSES	VILLAGE GRAPHICS	ENVELOPES	\$94.99
E 101-51400-300 OPERATING SUPPLIES/EXPENSES	WAUKESHA CTY REGISTER OF DEEDS	CONDITIONAL USE/HARTLAND SERVICE	\$30.00
EXPENSE Descr GENERAL ADMINISTRATION			\$793.66

Account Descr	Search Name	Comments	Amount
EXPENSE Descr IMPACT FEE EXPENSES			
E 206-59000-980 USE OF POLICE IMPACT FEES	ALLISON SYSTEMS INC	VIDEO SYSTEM/LOBBIES OF MUNICIPAL BUILDING	\$1,880.00
EXPENSE Descr IMPACT FEE EXPENSES			\$1,880.00
EXPENSE Descr INSPECTION			
E 101-52400-300 OPERATING SUPPLIES/EXPENSES	AT&T	OCT-NOV SERVICE	\$18.48
EXPENSE Descr INSPECTION			\$18.48
EXPENSE Descr LAW ENFORCEMENT			
E 101-52100-300 OPERATING SUPPLIES/EXPENSES	ALLISON SYSTEMS INC	VIDEO SYSTEM/LOBBIES OF MUNICIPAL BUILDING	\$1,017.14
E 101-52100-300 OPERATING SUPPLIES/EXPENSES	AT&T	OCT-NOV SERVICE	\$18.48
E 101-52100-300 OPERATING SUPPLIES/EXPENSES	EXECU PRINT	SIGNS	\$241.75
E 101-52100-300 OPERATING SUPPLIES/EXPENSES	GALLS	SOCKS/WEBER	\$42.53
E 101-52100-290 OUTSIDE SERVICES/CONTRACTS	GORDON FLESCH CO INC	OCT-NOV COPIER FEE	\$54.00
E 101-52100-300 OPERATING SUPPLIES/EXPENSES	HOME DEPOT	WATER FILTERS	\$49.98
E 101-52100-300 OPERATING SUPPLIES/EXPENSES	KLEAN LINE LLC	JANITORIAL SUPPLIES	\$96.00
E 101-52100-290 OUTSIDE SERVICES/CONTRACTS	LEXISNEXIS	OCT USER FEES	\$130.00
E 101-52100-300 OPERATING SUPPLIES/EXPENSES	ONTECH SYSTEMS, INC	BACK UP SYSTEM UPGRADE	\$644.00
E 101-52100-300 OPERATING SUPPLIES/EXPENSES	ONTECH SYSTEMS, INC	MONITORS	\$596.00
E 101-52100-290 OUTSIDE SERVICES/CONTRACTS	PROHEALTH CARE (LAB BILLING)	LEGAL BLOOD DRAWS	\$35.00
E 101-52100-290 OUTSIDE SERVICES/CONTRACTS	PROHEALTH CARE (LAB BILLING)	LEGAL BLOOD DRAWS	\$140.00
E 101-52100-290 OUTSIDE SERVICES/CONTRACTS	VERIZON WIRELESS	SEPT-OCT CELLULAR	\$251.21
E 101-52100-290 OUTSIDE SERVICES/CONTRACTS	VERIZON WIRELESS	SEPT-OCT CELLULAR	\$442.14
E 802-52100-300 OPERATING SUPPLIES/EXPENSES	VERIZON WIRELESS	SEPT-OCT CELLULAR	\$21.33
E 101-52100-300 OPERATING SUPPLIES/EXPENSES	WCTC(BILLING)	TRAINING	\$414.18
E 101-52100-360 VEHICLE MAINT/EXPENSE	WEX BANK	GASOLINE	\$57.17
EXPENSE Descr LAW ENFORCEMENT			\$4,250.91
EXPENSE Descr LIBRARY			
E 101-55110-220 UTILITY SERVICES	AT&T	OCT-NOV SERVICE	\$18.48
E 101-55110-310 BOOKS & MATERIALS	BAKER & TAYLOR (L033027 2)	BOOKS	\$14.53
E 101-55110-310 BOOKS & MATERIALS	BAKER & TAYLOR (L033027 2)	BOOKS	\$29.65
E 101-55110-310 BOOKS & MATERIALS	BAKER & TAYLOR (L033027 2)	BOOKS	\$26.74
E 101-55110-310 BOOKS & MATERIALS	BAKER & TAYLOR (L033027 2)	BOOKS	\$15.68
E 101-55110-310 BOOKS & MATERIALS	BAKER & TAYLOR (L033027 2)	BOOKS	\$78.37
E 101-55110-310 BOOKS & MATERIALS	BAKER & TAYLOR (L033027 2)	BOOKS	\$74.50
E 101-55110-310 BOOKS & MATERIALS	BAKER & TAYLOR (L033027 2)	BOOKS	\$126.02
E 101-55110-310 BOOKS & MATERIALS	BAKER & TAYLOR (L033027 2)	BOOKS	\$12.98
E 101-55110-310 BOOKS & MATERIALS	BAKER & TAYLOR (L033027 2)	BOOKS	\$107.97
E 101-55110-310 BOOKS & MATERIALS	BAKER & TAYLOR (L033027 2)	BOOKS	\$78.89
E 101-55110-310 BOOKS & MATERIALS	BAKER & TAYLOR (L033027 2)	BOOKS	\$16.21

Account Descr	Search Name	Comments	Amount
E 101-55110-310 BOOKS & MATERIALS	BAKER & TAYLOR (L033027 2)	BOOKS	\$340.84
E 101-55110-310 BOOKS & MATERIALS	BAKER & TAYLOR (L539676 2)	BOOKS	\$264.42
E 101-55110-310 BOOKS & MATERIALS	BAKER & TAYLOR (L539676 2)	BOOKS	\$99.93
E 101-55110-310 BOOKS & MATERIALS	BAKER & TAYLOR (L539676 2)	BOOKS	\$283.70
E 101-55110-310 BOOKS & MATERIALS	BAKER & TAYLOR (L539676 2)	BOOKS	\$204.66
E 101-55110-310 BOOKS & MATERIALS	BAKER & TAYLOR (L676958 2)	BOOKS	\$9.44
E 101-55110-310 BOOKS & MATERIALS	CAVENDISH SQUARE	BOOKS	\$193.91
E 101-55110-300 OPERATING SUPPLIES/EXPENSES	DEMCO INC	CHALKBOARD MUG	\$151.05
E 101-55110-300 OPERATING SUPPLIES/EXPENSES	EXECU PRINT	NEWSLETTERS	\$48.00
E 101-55110-300 OPERATING SUPPLIES/EXPENSES	INTER OFFICE PRODUCTS INC	OFFICE SUPPLIES	\$54.99
E 101-55110-300 OPERATING SUPPLIES/EXPENSES	INTER OFFICE PRODUCTS INC	OFFICE SUPPLIES	\$29.82
E 101-55110-300 OPERATING SUPPLIES/EXPENSES	INTER OFFICE PRODUCTS INC	OFFICE SUPPLIES	\$173.23
E 101-55110-300 OPERATING SUPPLIES/EXPENSES	JENSEN, JANET	REIMBURSEMENT/SUPPLIES	\$29.80
E 101-55110-250 JANITORIAL SERVICE	KLEAN LINE LLC	NOV JANITORIAL SRVC	\$685.00
E 101-55110-355 JANITORIAL SUPPLIES	KLEAN LINE LLC	JANITORIAL SUPPLIES	\$422.05
E 101-55110-300 OPERATING SUPPLIES/EXPENSES	NANCY MASSNICK, LIBRARY DIR	PETTY CASH	\$85.00
E 101-55110-310 BOOKS & MATERIALS	PENGUIN RANDOM HOUSE LLC	ADULT/CHILD AUDIOBOOK	\$142.50
E 101-55110-310 BOOKS & MATERIALS	PENGUIN RANDOM HOUSE LLC	ADULT AUDIOBOOK	\$26.25
E 101-55110-310 BOOKS & MATERIALS	PENGUIN RANDOM HOUSE LLC	ADULT AUDIOBOOKS/LARGE PRINT	\$160.50
E 101-55110-290 OUTSIDE SERVICES/CONTRACTS	RICOH AMERICAS CORP	NOV COPIER LEASE	\$76.35
E 101-55110-290 OUTSIDE SERVICES/CONTRACTS	RICOH AMERICAS CORP	NOV COPIER LEASE	\$66.01
EXPENSE Descr LIBRARY			\$4,147.47
EXPENSE Descr MUNICIPAL BUILDING			
E 101-51600-290 OUTSIDE SERVICES/CONTRACTS	ALSCO	FLOOR MAT SERVICE	\$103.97
E 101-51600-230 HVAC REPAIRS	DILLETT MECHANICAL SERVICE	ANNUAL MAINTENANCE	\$599.00
E 101-51600-355 JANITORIAL SUPPLIES	KLEAN LINE LLC	NOV JANITORIAL SUPPLIES	\$608.80
E 101-51600-290 OUTSIDE SERVICES/CONTRACTS	KLEAN LINE LLC	NOV JANITORIAL SERVICES	\$705.00
E 101-51600-255 BLDGS/GROUNDS	MENARDS- PEWAUKEE	HANDRAIL	\$251.97
EXPENSE Descr MUNICIPAL BUILDING			\$2,268.74
EXPENSE Descr PARKS			
E 101-55200-365 BLDGS/GROUNDS MAINT EXPENSE	E.H. WOLF	RV ANTI FREEZE/DIESEL TREATMENT ANTI-GEL	\$69.36
E 101-55200-365 BLDGS/GROUNDS MAINT EXPENSE	E.H. WOLF	ANTI FREEZE	\$147.06
E 101-55200-370 ATHLETIC FACILITY MAINTENANCE	PFaff SOD & LANDSCAPING INC	SOD	\$450.00
E 101-55200-220 UTILITY SERVICES	WE ENERGIES	SEPT-OCT CENTENNIAL	\$27.23
E 101-55200-370 ATHLETIC FACILITY MAINTENANCE	WERNER ELECTRIC SUPPLY	UNDERGROUND SPLICE	\$161.05
EXPENSE Descr PARKS			\$854.70
EXPENSE Descr PUBLIC WORKS			
E 101-53000-220 UTILITY SERVICES	AT&T	OCT-NOV SERVICE	\$18.47

Account Descr	Search Name	Comments	Amount
E 101-53000-220 UTILITY SERVICES	AT&T MOBILITY	SEPT/OCT CELLULAR	\$55.01
E 101-53000-360 VEHICLE MAINT/EXPENSE	AUTOMOTIVE PARTS & EQUIPMENT	FILTER	\$33.11
E 101-53000-360 VEHICLE MAINT/EXPENSE	AUTOMOTIVE PARTS & EQUIPMENT	HYDRAULIC FILTER	\$66.22
E 101-53000-360 VEHICLE MAINT/EXPENSE	AUTOMOTIVE PARTS & EQUIPMENT	BELT	\$59.47
E 101-53000-360 VEHICLE MAINT/EXPENSE	AUTOMOTIVE PARTS & EQUIPMENT	FILTERS	\$207.87
E 101-53000-360 VEHICLE MAINT/EXPENSE	AUTOMOTIVE PARTS & EQUIPMENT	CONNECTORS	\$59.40
E 101-53000-360 VEHICLE MAINT/EXPENSE	AUTOMOTIVE PARTS & EQUIPMENT	FUSE/FILTER	\$165.73
E 101-53000-360 VEHICLE MAINT/EXPENSE	AUTOMOTIVE PARTS & EQUIPMENT	FILTER/HUB CAPS/TUNE UP	\$135.44
E 101-53000-360 VEHICLE MAINT/EXPENSE	AUTOMOTIVE PARTS & EQUIPMENT	HUBCAP	\$15.45
E 101-53000-360 VEHICLE MAINT/EXPENSE	AUTOMOTIVE PARTS & EQUIPMENT	PLOW HOSES	\$171.18
E 101-53000-360 VEHICLE MAINT/EXPENSE	E.H. WOLF	DIESEL FUEL	\$561.31
E 101-53000-360 VEHICLE MAINT/EXPENSE	E.H. WOLF	OIL	\$500.52
E 101-53000-360 VEHICLE MAINT/EXPENSE	E.H. WOLF	UNLEADED GASOLINE	\$908.04
E 101-53000-360 VEHICLE MAINT/EXPENSE	E.H. WOLF	DIESEL FUEL	\$766.53
E 101-53000-360 VEHICLE MAINT/EXPENSE	E.H. WOLF	GASOLINE/DIESEL FUEL/OFF ROAD DIESEL FUEL	\$550.25
E 101-53000-360 VEHICLE MAINT/EXPENSE	E.H. WOLF	DIESEL FUEL	\$874.80
E 101-53000-360 VEHICLE MAINT/EXPENSE	E.H. WOLF	UNLEADED GASOLINE	\$94.67
E 101-53000-345 STAFF EDUCATION/TRAINING	EINWECK, MICHAEL	REIMBURSEMENT CONFERENCE	\$80.37
E 101-53000-360 VEHICLE MAINT/EXPENSE	INTERSTATE BATTERIES	BATTERIES	\$225.90
E 101-53000-360 VEHICLE MAINT/EXPENSE	INTERSTATE BATTERIES	BATTERIES	\$338.85
E 101-53000-410 STREETS GEN MAINT	OKAUCHEE REDI-MIX INC	CONCRETE	\$71.25
E 101-53000-360 VEHICLE MAINT/EXPENSE	OLD DOMINIUM BRUSH	THROTTLE CABLE	\$186.02
E 101-53000-360 VEHICLE MAINT/EXPENSE	PROVEN POWER INC	CHAIN SAW CHAIN	\$34.00
E 101-53000-180 OTHER BENEFITS	SPIC AND SPAN INC	UNIFORMS 10/14/15	\$129.00
E 101-53000-180 OTHER BENEFITS	SPIC AND SPAN INC	UNIFORMS 10/07/15	\$102.00
E 101-53000-180 OTHER BENEFITS	SPIC AND SPAN INC	UNIFORMS 10/21/15	\$99.00
E 101-53000-180 OTHER BENEFITS	SPIC AND SPAN INC	UNIFORMS 10/28/15	\$126.00
E 101-53000-360 VEHICLE MAINT/EXPENSE	TRUCK COUNTRY OF WISCONSIN	FUEL TANK/STRAPS	\$877.49
E 101-53000-360 VEHICLE MAINT/EXPENSE	TRUCK COUNTRY OF WISCONSIN	TUBE COOLANT/RADIO	\$393.25
E 101-53000-360 VEHICLE MAINT/EXPENSE	WEBER, KURT	FILE SET	\$79.99
EXPENSE Descr PUBLIC WORKS			\$7,986.59
EXPENSE Descr RECREATION PROGRAMS/EVENTS			
E 101-55300-300 OPERATING SUPPLIES/EXPENSES	AT&T	OCT-NOV SERVICE	\$18.48
E 101-55300-290 OUTSIDE SERVICES/CONTRACTS	BULLARD, KELLY	OCT PUNCH CARD ZUMBA	\$168.00
E 101-55300-290 OUTSIDE SERVICES/CONTRACTS	BULLARD, KELLY	TUESDAY ZUMBA	\$56.00
E 101-55300-290 OUTSIDE SERVICES/CONTRACTS	DUMA, KERRY	OCT MODERATE YOGA PUNCH CARDS	\$336.00
E 101-55300-290 OUTSIDE SERVICES/CONTRACTS	DUMA, KERRY	OCT GNLT STRETCH YOGA PUNCH CARD	\$302.40
E 101-55300-290 OUTSIDE SERVICES/CONTRACTS	DUSOLD, CAROL	OCT NIA	\$192.00
E 101-55300-290 OUTSIDE SERVICES/CONTRACTS	HAMPE, CHRISTINE	DEDUCTION - OCT PAYROLL	-\$36.03
E 101-55300-290 OUTSIDE SERVICES/CONTRACTS	HAMPE, CHRISTINE	OCT PUNCH CARD	\$33.60

Account Descr	Search Name	Comments	Amount
E 101-55300-290 OUTSIDE SERVICES/CONTRACTS	HAMPE, CHRISTINE	OCT 1-NOV 5	\$28.02
E 101-55300-290 OUTSIDE SERVICES/CONTRACTS	KNOLLWOOD STABLES	NOV/DEC-BASIC HORSEMANSHIP	\$216.00
E 101-55300-290 OUTSIDE SERVICES/CONTRACTS	NELSON, JOANNE	OCT WAKE UP THE WRITER WITHIN	\$67.20
E 101-55300-290 OUTSIDE SERVICES/CONTRACTS	OLSEN, MARJORIE	OCT YOGA FOR ATHLETES/PUNCH CARDS	\$224.00
E 101-55300-290 OUTSIDE SERVICES/CONTRACTS	OLSEN, MARJORIE	YOGA FOR KIDS	\$48.00
E 101-55300-290 OUTSIDE SERVICES/CONTRACTS	OLSEN, MARJORIE	OCT CORE FITNESS/PUNCH CARDS	\$160.00
E 101-55300-290 OUTSIDE SERVICES/CONTRACTS	SCHOLTKA, JENNIFER J	OCT PUNCH CARDS	\$33.60
E 101-55300-290 OUTSIDE SERVICES/CONTRACTS	SCHOLTKA, JENNIFER J	OCT 1-NOV 5	\$28.02
E 101-55300-290 OUTSIDE SERVICES/CONTRACTS	SPRECHER, MARIA	OCT QIGONG	\$96.00
E 101-55300-290 OUTSIDE SERVICES/CONTRACTS	TO THE POINTE	BASIC BALLET	\$386.40
E 101-55300-290 OUTSIDE SERVICES/CONTRACTS	WEHLAGE, MARY	OCT CHAIR YOGA	\$115.20
E 101-55300-290 OUTSIDE SERVICES/CONTRACTS	WEHLAGE, MARY	OCT CHAIR YOGA	\$192.00
E 101-55300-290 OUTSIDE SERVICES/CONTRACTS	WEHLAGE, MARY	OCT YOGA FOR LIFE	\$547.20
E 101-55300-290 OUTSIDE SERVICES/CONTRACTS	WEHLAGE, MARY	OCT YOGA FOR LIFE	\$544.00
EXPENSE Descr RECREATION PROGRAMS/EVENTS			\$3,756.09
EXPENSE Descr REPAVE PATHWAYS - NOTTINGHAM			
E 401-76090-290 OUTSIDE SERVICES/CONTRACTS	RUEKERT & MIELKE	AUG-SEPT FEES	\$1,372.00
EXPENSE Descr REPAVE PATHWAYS - NOTTINGHAM			\$1,372.00
EXPENSE Descr SEWER SERVICE			
E 204-53610-385 MAINTENANCE-COLLECT EQP PUMP	AT&T	OCT-NOV SERVICE	\$18.47
E 204-53610-220 UTILITY SERVICES	AT&T MOBILITY	SEPT/OCT CELLULAR	\$55.02
E 204-53610-385 MAINTENANCE-COLLECT EQP PUMP	BIEBELS TRUE VALUE	CLIPS	\$21.91
E 204-53610-385 MAINTENANCE-COLLECT EQP PUMP	CHICAGO CONTRACTORS SUPPLY	CLEANING POLE	\$19.62
E 204-53610-270 TREATMENT EXPENSE	DELAFIELD-HARTLAND WATER	OCTOBER FEES	\$69,703.51
E 204-53610-290 OUTSIDE SERVICES/CONTRACTS	DIVERSIFIED BENEFIT SERVICES	OCTOBER FEES	\$17.03
E 204-53610-380 MAINTENANCE-SEWAGE SYSTEM COLL	NEENAH FOUNDRY CO	FRAME/SOLID PLATEN	\$601.00
E 204-53610-290 OUTSIDE SERVICES/CONTRACTS	RUEKERT & MIELKE	AUG-SEPT FEES	\$633.92
EXPENSE Descr SEWER SERVICE			\$71,070.48
EXPENSE Descr TIF FUND EXPENSES			
E 216-58300-290 OUTSIDE SERVICES/CONTRACTS	PIQUED INTEREST	SEPT-OCT ECONOMIC DEV SERVICES	\$385.00
EXPENSE Descr TIF FUND EXPENSES			\$385.00
EXPENSE Descr TRUSTEES			
E 101-51100-300 OPERATING SUPPLIES/EXPENSES	WALLSCHLAGER FRANKE, ANN	REIMBURSE CONFERENCE	\$572.32
EXPENSE Descr TRUSTEES			\$572.32
EXPENSE Descr WATER UTILITY			
E 620-53700-605 MAINTENANCE-WATER SOURCE PLANT	AT&T	OCT-NOV SERVICE	\$18.47
E 620-53700-605 MAINTENANCE-WATER SOURCE PLANT	AT&T MOBILITY	SEPT/OCT CELLULAR	\$55.01

Account Descr	Search Name	Comments	Amount
E 620-53700-625 MAINTENANCE OF PUMPING PLANT	BIEBELS TRUE VALUE	CHLORINE/DUST PAN/BRUSH	\$42.01
E 620-53700-625 MAINTENANCE OF PUMPING PLANT	BIEBELS TRUE VALUE	CHLORINE	-\$17.10
E 620-53700-923 OUTSIDE SERVICES	DIVERSIFIED BENEFIT SERVICES	OCTOBER FEES	\$42.57
E 620-53700-923 OUTSIDE SERVICES	EUROFINS	WATER TESTING	\$410.00
E 620-53700-923 OUTSIDE SERVICES	FEDEX	SHIPPING FEES	\$72.84
E 620-53700-632 WATER TREATMENT-SUPPLIES/EXP	HACH COMPANY	FLUORIDE SOLUTION	\$54.57
E 620-53700-651 MAINTENANCE OF MAINS	HD SUPPLY WATERWORKS, LTD	VALVE BOX/LID	\$2,205.67
E 620-53700-923 OUTSIDE SERVICES	NORTHERN LAKE SERVICE INC	OCTOBER SAMPLES	\$72.00
E 620-53700-923 OUTSIDE SERVICES	NORTHERN LAKE SERVICE INC	NEW CONSTRUCTION	\$36.00
E 620-53700-923 OUTSIDE SERVICES	NORTHERN LAKE SERVICE INC	NEW CONSTRUCTION	\$36.00
E 620-53700-923 OUTSIDE SERVICES	NORTHERN LAKE SERVICE INC	OCTOBER SAMPLES	\$54.00
E 620-53700-923 OUTSIDE SERVICES	NORTHERN LAKE SERVICE INC	4TH QUARTER WATER	\$90.00
E 620-53700-923 OUTSIDE SERVICES	NORTHERN LAKE SERVICE INC	OCTOBER SAMPLES	\$54.00
E 620-53700-923 OUTSIDE SERVICES	NORTHERN LAKE SERVICE INC	NEW CONSTRUCTION	\$36.00
E 620-53700-923 OUTSIDE SERVICES	NORTHERN LAKE SERVICE INC	NEW CONSTRUCTION	\$36.00
E 620-53700-923 OUTSIDE SERVICES	NORTHERN LAKE SERVICE INC	DRINKING WATER	\$20.00
E 620-53700-679 STRUCTURES & IMPROVEMENTS	RUEKERT & MIELKE	AUG-SEPT FEES	\$2,934.40
E 620-53700-654 MAINTENANCE OF HYDRANTS	USA BLUE BOOK	BRASS ADAPTER	\$46.00
EXPENSE Descr WATER UTILITY			\$6,298.44
			\$148,004.21

VILLAGE OF HARTLAND

11/05/15 12:53 PM

Page 1

Payments

Current Period: OCTOBER 2015

Batch Name	OCT2015 MC	User Dollar Amt	\$18,239.78		
Payments		Computer Dollar Amt	\$18,239.78		
				\$0.00	In Balance
Refer	48279 NUGENT, HEIDI	Ck# 008402	10/1/2015		
Cash Payment	E 216-58300-290 OUTSIDE SERVICES/C	SECURITY DEPOSIT ASSISTANCE			\$1,550.00
Invoice					
Transaction Date	11/5/2015	GF Checking	11100	Total	\$1,550.00
Refer	48280 WE ENERGIES	Ck# 008403	10/6/2015		
Cash Payment	E 620-53700-622 POWER FOR PUMPING	AUG-SEPT MANCHESTER			\$1,325.26
Invoice	7839302285				
Cash Payment	E 620-53700-622 POWER FOR PUMPING	AUG-SEPT SUNNYSLOPE			\$766.97
Invoice	2293156744				
Cash Payment	E 620-53700-625 MAINTENANCE OF PU	AUG-SEPT #3 PUMPHOUSE			\$10.56
Invoice	3042164324				
Cash Payment	E 101-53000-220 UTILITY SERVICES	AUG-SEPT GAS			\$27.20
Invoice	6056270114				
Cash Payment	E 620-53700-622 POWER FOR PUMPING	AUG-SEPT SUNSHINE			\$1,638.77
Invoice	6473362744				
Cash Payment	E 204-53610-220 UTILITY SERVICES	AUG-SEPT HWY 83			\$18.56
Invoice	6263414559				
Cash Payment	E 620-53700-622 POWER FOR PUMPING	AUG-SEPT COVENTRY			\$27.37
Invoice	1468544962				
Cash Payment	E 101-51600-220 UTILITY SERVICES	AUG-SEPT GAS			\$44.38
Invoice	2663271889				
Cash Payment	E 101-55200-220 UTILITY SERVICES	AUG-SEPT PENBROOK			\$16.25
Invoice	5674217938				
Cash Payment	E 204-53610-220 UTILITY SERVICES	AUG-SEPT BRADFORD			\$35.37
Invoice	5613294504				
Cash Payment	E 620-53700-622 POWER FOR PUMPING	AUG-SEPT PENBROOK			\$306.21
Invoice	7851809890				
Cash Payment	E 620-53700-625 MAINTENANCE OF PU	AUG-SEPT PENBROOK			\$9.90
Invoice	7851809890				
Cash Payment	E 101-55200-220 UTILITY SERVICES	AUG-SEPT PENBROOK			\$23.82
Invoice	863908604				
Cash Payment	E 101-55200-220 UTILITY SERVICES	AUG-SEPT CENTENNIAL			\$171.14
Invoice	0450215442				
Cash Payment	E 101-55200-220 UTILITY SERVICES	AUG-SEPT HARTBROOK			\$18.16
Invoice	0481684333				
Cash Payment	E 101-55200-220 UTILITY SERVICES	AUG-SEPT HARTBROOK			\$36.72
Invoice	9236535835				
Cash Payment	E 101-52200-220 UTILITY SERVICES	AUG-SEPT SURVIVE ALIVE/GAS			\$9.57
Invoice	0882882206				
Cash Payment	E 101-52200-220 UTILITY SERVICES	AUG-SEPT SURVIVE ALIVE/ELECT			\$108.81
Invoice	9205177634				
Cash Payment	E 101-53000-220 UTILITY SERVICES	AUG-SEPT ELECTRIC			\$466.65
Invoice	3646056192				
Cash Payment	E 101-52200-220 UTILITY SERVICES	AUG-SEPT ELECTRIC/GAS			\$425.21
Invoice	0433099006				

VILLAGE OF HARTLAND

11/05/15 12:53 PM

Page 2

Payments

Current Period: OCTOBER 2015

Cash Payment	E 620-53700-622 POWER FOR PUMPING	JULY-AUG HILL ST			\$19.22
Invoice	1256399293				
Cash Payment	E 101-53000-225 STREET LIGHTING	JULY-AUG CLOCK			\$23.43
Invoice	7216041063				
Cash Payment	E 101-53000-225 STREET LIGHTING	AUG-SEPT ST LIGHTING			\$205.36
Invoice	5028427102				
Cash Payment	E 101-53000-225 STREET LIGHTING	AUG-SEPT CAPUS DR			\$396.29
Invoice	9028267806				
Cash Payment	E 204-53610-220 UTILITY SERVICES	AUG-SEPT WOODLANDS			\$34.41
Invoice	9416057165				
Cash Payment	E 101-55200-220 UTILITY SERVICES	AUG-SEPT NIXON			\$29.80
Invoice	5876199679				
Cash Payment	E 101-55200-220 UTILITY SERVICES	AUG-SEPT NIXON			\$186.03
Invoice	2679405828				
Cash Payment	E 101-55200-220 UTILITY SERVICES	AUG-SEPT FAC			\$98.41
Invoice	0216106875				
Cash Payment	E 101-55200-220 UTILITY SERVICES	AUG-SEPT NIXON			\$19.50
Invoice	0096257859				
Cash Payment	E 101-55200-220 UTILITY SERVICES	AUG-SEPT BARK RIVER			\$138.00
Invoice	9032161219				
Cash Payment	E 101-55200-220 UTILITY SERVICES	AUG-SEPT NIXON			\$29.80
Invoice	8805432113				
Cash Payment	E 620-53700-625 MAINTENANCE OF PU	JULY-AUG SUNSHINE			\$18.78
Invoice	5677024971				
Cash Payment	E 204-53610-220 UTILITY SERVICES	JULY-AUG CRYSTAL			\$79.42
Invoice	6068808002				
Cash Payment	E 204-53610-220 UTILITY SERVICES	JULY-AUG RUSTIC			\$29.80
Invoice	9264030069				
Cash Payment	E 620-53700-622 POWER FOR PUMPING	JULY-AUG BRISTLECONE			\$23.18
Invoice	5016074048				
Cash Payment	E 204-53610-220 UTILITY SERVICES	AUG-SEPT MANCHESTER			\$176.75
Invoice	6475996819				
Cash Payment	E 204-53610-220 UTILITY SERVICES	JULY-AUG SHADOW RIDGE			\$52.58
Invoice	7811234819				
Transaction Date	11/5/2015	GF Checking	11100	Total	\$7,047.64
Refer	48281 TRI-COUNTY WATERWORKS ASS Ck# 008404 10/6/2015				
Cash Payment	E 620-53700-930 MISC GENERAL EXPEN	MEETING			\$40.00
Invoice					
Transaction Date	11/5/2015	GF Checking	11100	Total	\$40.00
Refer	48282 WI DEPT OF ADMINISTRATION DO Ck# 008405 10/6/2015				
Cash Payment	E 101-52400-300 OPERATING SUPPLIES	PERMIT SEALS/PERMIT CARDS			\$835.58
Invoice	15-002140				
Transaction Date	11/5/2015	GF Checking	11100	Total	\$835.58
Refer	48283 WI SUPPORT COLLECTIONS TRUS Ck# 008406 10/9/2015				
Cash Payment	G 101-21580 GARNISHMENT DEDUCTIO	PP #21			\$1,234.60
Invoice					
Transaction Date	11/5/2015	GF Checking	11100	Total	\$1,234.60
Refer	48284 TD AMERITRADE Ck# 008407 10/9/2015				

VILLAGE OF HARTLAND

11/05/15 12:53 PM

Page 3

Payments

Current Period: OCTOBER 2015

Cash Payment	G 101-21570 DEFERRED COMP DEDUC	PP #21			\$200.00
Invoice					
Transaction Date	11/5/2015	GF Checking	11100	Total	\$200.00
Refer	48285	US DEPT OF EDUCATION	Ck# 008408	10/9/2015	
Cash Payment	G 101-21580 GARNISHMENT DEDUCTIO	PP #21			\$40.37
Invoice					
Transaction Date	11/5/2015	GF Checking	11100	Total	\$40.37
Refer	48286	MINNESOTA LIFE INSURANCE CO	Ck# 008409	10/12/2015	
Cash Payment	E 101-51400-150 HEALTH/DENTAL/LIFE	NOVEMBER PREMIUMS			\$55.43
Invoice					
Cash Payment	E 101-51500-150 HEALTH/DENTAL/LIFE	NOVEMBER PREMIUMS			\$34.00
Invoice					
Cash Payment	E 101-55300-150 HEALTH/DENTAL/LIFE	NOVEMBER PREMIUMS			\$3.31
Invoice					
Cash Payment	E 101-52200-150 HEALTH/DENTAL/LIFE	NOVEMBER PREMIUMS			\$8.94
Invoice					
Cash Payment	E 101-52300-150 HEALTH/DENTAL/LIFE	NOVEMBER PREMIUMS			\$8.93
Invoice					
Cash Payment	E 101-55110-150 HEALTH/DENTAL/LIFE	NOVEMBER PREMIUMS			\$92.76
Invoice					
Cash Payment	E 101-52100-150 HEALTH/DENTAL/LIFE	NOVEMBER PREMIUMS			\$232.94
Invoice					
Cash Payment	E 101-53000-150 HEALTH/DENTAL/LIFE	NOVEMBER PREMIUMS			\$304.44
Invoice					
Cash Payment	G 101-21560 LIFE INSURANCE DEDUCT	NOVEMBER PREMIUMS			\$803.28
Invoice					
Transaction Date	11/5/2015	GF Checking	11100	Total	\$1,544.03
Refer	48287	AFLAC	Ck# 008410	10/13/2015	
Cash Payment	G 101-21592 AFLAC INS PAYABLE	MONTHLY PREMIUMS			\$319.86
Invoice 180891					
Transaction Date	11/5/2015	GF Checking	11100	Total	\$319.86
Refer	48288	SOCIAL LIFE DANCE STUDIO	Ck# 008411	10/16/2015	
Cash Payment	E 216-58300-290 OUTSIDE SERVICES/C	RELOCATION COSTS			\$2,850.00
Invoice					
Transaction Date	11/5/2015	GF Checking	11100	Total	\$2,850.00
Refer	48289	AT&T MOBILITY	Ck# 008412	10/16/2015	
Cash Payment	E 101-53000-220 UTILITY SERVICES	AUG-SEPT CELLULAR			\$64.35
Invoice 829868399					
Cash Payment	E 620-53700-605 MAINTENANCE-WATE	AUG-SEPT CELLULAR			\$64.35
Invoice 829868399					
Cash Payment	E 204-53610-220 UTILITY SERVICES	AUG-SEPT CELLULAR			\$64.34
Invoice 829868399					
Transaction Date	11/5/2015	GF Checking	11100	Total	\$193.04
Refer	48290	AT&T	Ck# 008413	10/16/2015	
Cash Payment	E 101-51400-300 OPERATING SUPPLIES	SEPT-OCT PHONE SERVICE			\$16.51
Invoice 262367035109					

VILLAGE OF HARTLAND

11/05/15 12:53 PM

Page 4

Payments

Current Period: OCTOBER 2015

Cash Payment	E 101-52400-300 OPERATING SUPPLIES	SEPT-OCT PHONE SERVICE			\$16.51
Invoice	262367035109				
Cash Payment	E 101-51500-300 OPERATING SUPPLIES	SEPT-OCT PHONE SERVICE			\$16.51
Invoice	262367035109				
Cash Payment	E 101-55300-300 OPERATING SUPPLIES	SEPT-OCT PHONE SERVICE			\$16.51
Invoice	262367035109				
Cash Payment	E 101-52200-220 UTILITY SERVICES	SEPT-OCT PHONE SERVICE			\$16.51
Invoice	262367035109				
Cash Payment	E 101-55110-220 UTILITY SERVICES	SEPT-OCT PHONE SERVICE			\$16.51
Invoice	262367035109				
Cash Payment	E 101-52100-300 OPERATING SUPPLIES	SEPT-OCT PHONE SERVICE			\$16.50
Invoice	262367035109				
Cash Payment	E 101-53000-220 UTILITY SERVICES	SEPT-OCT PHONE SERVICE			\$16.50
Invoice	262367035109				
Cash Payment	E 620-53700-605 MAINTENANCE-WATE	SEPT-OCT PHONE SERVICE			\$16.50
Invoice	262367035109				
Cash Payment	E 204-53610-385 MAINTENANCE-COLLE	SEPT-OCT PHONE SERVICE			\$16.50
Invoice	262367035109				

Transaction Date	11/5/2015	GF Checking	11100	Total	\$165.06
------------------	-----------	-------------	-------	--------------	----------

Refer 48291 NUGENT, HEIDI Ck# 008415 10/22/2015

Cash Payment	E 216-58300-290 OUTSIDE SERVICES/C	RELOCATION EXPENSES			\$785.00
Invoice					

Transaction Date	11/5/2015	GF Checking	11100	Total	\$785.00
------------------	-----------	-------------	-------	--------------	----------

Refer 48292 WI SUPPORT COLLECTIONS TRUS Ck# 008416 10/23/2015

Cash Payment	G 101-21580 GARNISHMENT DEDUCTIO	PP #22			\$1,234.60
Invoice					

Transaction Date	11/5/2015	GF Checking	11100	Total	\$1,234.60
------------------	-----------	-------------	-------	--------------	------------

Refer 48293 TD AMERITRADE Ck# 008417 10/23/2015

Cash Payment	G 101-21570 DEFERRED COMP DEDUC	PP #22			\$200.00
Invoice					

Transaction Date	11/5/2015	GF Checking	11100	Total	\$200.00
------------------	-----------	-------------	-------	--------------	----------

Fund Summary

	11100 GF Checking	
101 GENERAL FUND		\$8,279.98
204 SEWER		\$507.73
216 TIF #6		\$5,185.00
620 WATER FUND		\$4,267.07
		<u>\$18,239.78</u>

Pre-Written Checks	\$18,239.78
Checks to be Generated by the Computer	\$0.00
Total	<u>\$18,239.78</u>

VILLAGE OF HARTLAND

11/04/15 10:47 AM

Page 1

Payments

Current Period: OCTOBER 2015

Batch Name	OCT15WIRE		Computer Dollar Amt	\$117,298.92	Posted
Refer	48225 FIRST BANK FINANCIAL CENTRE		Ck# 2015081E 10/31/2015		
Cash Payment	E 101-51500-300	OPERATING SUPPLIES	EBUSINESS BANKING FEE		\$20.00
Invoice					
Cash Payment	E 101-51500-300	OPERATING SUPPLIES	POSITIVE PAY		\$30.00
Invoice					
Cash Payment	E 101-51500-300	OPERATING SUPPLIES	ACH FILTERS/BLOCKS		\$25.00
Invoice					
Transaction Date	10/31/2015	Due 0	GF Checking	11100	Total \$75.00
Refer	48228 EMPLOYEE TRUST FUNDS		Ck# 2015082E 10/28/2015		
Cash Payment	E 101-51400-150	HEALTH/DENTAL/LIFE	NOVEMBER HEALTH INSURANCE PREMIUMS		\$5,124.81
Invoice					
Cash Payment	E 101-51500-150	HEALTH/DENTAL/LIFE	NOVEMBER HEALTH INSURANCE PREMIUMS		\$2,964.87
Invoice					
Cash Payment	E 101-55300-150	HEALTH/DENTAL/LIFE	NOVEMBER HEALTH INSURANCE PREMIUMS		\$685.94
Invoice					
Cash Payment	E 101-52100-150	HEALTH/DENTAL/LIFE	NOVEMBER HEALTH INSURANCE PREMIUMS		\$29,146.65
Invoice					
Cash Payment	E 101-53000-150	HEALTH/DENTAL/LIFE	NOVEMBER HEALTH INSURANCE PREMIUMS		\$22,603.51
Invoice					
Cash Payment	E 101-55110-150	HEALTH/DENTAL/LIFE	NOVEMBER HEALTH INSURANCE PREMIUMS		\$4,730.78
Invoice					
Cash Payment	E 101-52200-150	HEALTH/DENTAL/LIFE	NOVEMBER HEALTH INSURANCE PREMIUMS		\$1,197.11
Invoice					
Cash Payment	E 101-52300-150	HEALTH/DENTAL/LIFE	NOVEMBER HEALTH INSURANCE PREMIUMS		\$1,197.10
Invoice					
Cash Payment	G 101-21530	INSURANCE DEDUCTIONS	NOVEMBER HEALTH INSURANCE PREMIUMS		\$1,321.93
Invoice					
Cash Payment	G 101-34140	UNFUNDED EMPLOYEE BE	NOVEMBER HEALTH INSURANCE PREMIUMS		\$1,967.10
Invoice					
Transaction Date	10/26/2015	Due 0	GF Checking	11100	Total \$70,939.80
Refer	48230 WI RETIREMENT SYSTEM		Ck# 2015083E 10/30/2015		
Cash Payment	E 101-55300-140	RETIREMENT BENEFIT	SEPTEMBER WRS CONTRIBUTIONS		\$248.15
Invoice					
Cash Payment	E 101-51400-140	RETIREMENT BENEFIT	SEPTEMBER WRS CONTRIBUTIONS		\$694.04
Invoice					
Cash Payment	E 101-51500-140	RETIREMENT BENEFIT	SEPTEMBER WRS CONTRIBUTIONS		\$226.56
Invoice					

VILLAGE OF HARTLAND

11/04/15 10:47 AM

Page 2

Payments

Current Period: OCTOBER 2015

Cash Payment Invoice	E 101-52100-140 RETIREMENT BENEFIT	SEPTEMBER WRS CONTRIBUTIONS			\$9,957.33
Cash Payment Invoice	E 101-52100-140 RETIREMENT BENEFIT	SEPTEMBER WRS CONTRIBUTIONS			\$641.17
Cash Payment Invoice	E 101-52200-140 RETIREMENT BENEFIT	SEPTEMBER WRS CONTRIBUTIONS			\$609.36
Cash Payment Invoice	E 101-52300-140 RETIREMENT BENEFIT	SEPTEMBER WRS CONTRIBUTIONS			\$767.62
Cash Payment Invoice	E 101-52200-140 RETIREMENT BENEFIT	SEPTEMBER WRS CONTRIBUTIONS			\$9.56
Cash Payment Invoice	E 101-53000-140 RETIREMENT BENEFIT	SEPTEMBER WRS CONTRIBUTIONS			\$3,369.13
Cash Payment Invoice	E 101-55110-140 RETIREMENT BENEFIT	SEPTEMBER WRS CONTRIBUTIONS			\$1,433.59
Cash Payment Invoice	E 620-53700-926 EMPLOYEE PENSIONS	SEPTEMBER WRS CONTRIBUTIONS			\$1,864.82
Cash Payment Invoice	E 204-53610-110 SALARIES	SEPTEMBER WRS CONTRIBUTIONS			\$150.96
Cash Payment Invoice	E 204-53610-110 SALARIES	SEPTEMBER WRS CONTRIBUTIONS			\$245.88
Cash Payment Invoice	E 204-53610-390 BILLING/COLLECTION/	SEPTEMBER WRS CONTRIBUTIONS			\$283.36
Cash Payment Invoice	G 101-21520 RETIREMENT DEDUCTION	SEPTEMBER WRS CONTRIBUTIONS			\$9,167.23
Cash Payment Invoice	G 101-21520 RETIREMENT DEDUCTION	SEPTEMBER WRS CONTRIBUTIONS			\$8,003.46
Transaction Date	10/30/2015	Due 0	GF Checking	11100	Total \$37,672.22
Refer	48231 PAYROLL DATA SERVICES INC		Ck# 2015084E 10/8/2015		
Cash Payment Invoice	E 804-56700-110 SALARIES	10/08 BID PAYROLL WIRE			\$993.70
Cash Payment Invoice	E 804-56700-760 PAYROLL SERVICE CH	10/08 BID PAYROLL WIRE			\$55.00
Transaction Date	10/8/2015	Due 0	GF Checking	11100	Total \$1,048.70
Refer	48232 PAYROLL DATA SERVICES INC		Ck# 2015085E 10/22/2015		
Cash Payment Invoice	E 804-56700-110 SALARIES	10/22 BID PAYROLL WIRE			\$993.69
Cash Payment Invoice	E 804-56700-760 PAYROLL SERVICE CH	10/22 BID PAYROLL WIRE			\$35.00
Transaction Date	10/22/2015	Due 0	GF Checking	11100	Total \$1,028.69
Refer	48233 JPMORGAN CHASE BANK		Ck# 2015086E 10/18/2015		
Cash Payment Invoice	E 101-55110-310 BOOKS & MATERIALS	AMAZON - CD'S/DVD'S			\$157.99
Cash Payment Invoice	G 101-23005 EMPLOYEE RECOGNITION	LANDS END EMPLOYEE CLOTHING			\$182.00
Cash Payment Invoice	E 101-51440-300 OPERATING SUPPLIES	PIGGLY WIGGLY - ELECTION FOOD/SUPPLIES			\$107.52

VILLAGE OF HARTLAND

11/04/15 10:47 AM

Page 3

Payments

Current Period: OCTOBER 2015

Cash Payment	E 101-53000-345 STAFF EDUCATION/TR	LEAGUE OF WI MUNI - EINWECK CONFERENCE	\$160.00
Invoice			
Cash Payment	E 101-51400-300 OPERATING SUPPLIES	AJ O'BRADY'S - ECONOMIC DEV SEMINAR - COX	\$19.29
Invoice			
Cash Payment	E 101-51400-300 OPERATING SUPPLIES	YARD HOUSE - DINNER/ICMA CONF/COX	\$20.33
Invoice			
Cash Payment	E 101-51400-300 OPERATING SUPPLIES	THE FRANKFURTER - LUNCH/ICMA CONF/COX	\$8.19
Invoice			
Cash Payment	E 101-51400-300 OPERATING SUPPLIES	DELI NO MORE - LUNCH ICMA CONF COX	\$9.98
Invoice			
Cash Payment	E 101-51400-300 OPERATING SUPPLIES	RB BREWERY - DINNER/ICMA CONF COX	\$22.85
Invoice			
Cash Payment	E 101-51400-300 OPERATING SUPPLIES	CROWNE PLAZA - LODGING/ICMA CONF/COX	\$918.92
Invoice			
Cash Payment	E 101-51400-300 OPERATING SUPPLIES	PIGGLY WIGGLY - COFFEE	\$20.06
Invoice			
Cash Payment	E 101-52200-300 OPERATING SUPPLIES	AMAZON - TABLET PROT PLAN	\$189.98
Invoice			
Cash Payment	E 101-52100-300 OPERATING SUPPLIES	PIGGLY WIGGLY - DRINKING WATER	\$1.99
Invoice			
Cash Payment	E 101-52100-300 OPERATING SUPPLIES	WALMART - STAPLER/TENSION ROD/WASTEBASKET	\$21.77
Invoice			
Cash Payment	E 101-52100-300 OPERATING SUPPLIES	MENARDS - SHOWER HEAD	\$21.01
Invoice			
Cash Payment	E 803-52100-300 OPERATING SUPPLIES	MENARDS - LIGHT	\$73.56
Invoice			
Cash Payment	E 101-52100-300 OPERATING SUPPLIES	COUSINS SUBS - MIT FOOD	\$49.99
Invoice			
Cash Payment	E 101-52100-360 VEHICLE MAINT/EXPE	KWIK TRIP - FUEL	\$30.50
Invoice			
Cash Payment	E 101-55300-300 OPERATING SUPPLIES	SWANK - MOVIE IN THE PARK/BIG HERO 6	\$351.00
Invoice			
Cash Payment	E 101-55300-300 OPERATING SUPPLIES	SWANK - MOVIE IN THE PARK/THE LEGO MOVIE	\$351.00
Invoice			
Cash Payment	E 101-55300-295 TRIPS	FLABBERGAST FUN - SPRING BREAK TRIP	\$50.00
Invoice			
Cash Payment	E 101-52100-360 VEHICLE MAINT/EXPE	RAPID MART NEOSHO - FUEL/TRAINING/KELSEY	\$78.58
Invoice			
Cash Payment	E 101-51500-300 OPERATING SUPPLIES	PIGGLY WIGGLY - BUDGET MEETING FOOD/DRINK	\$38.07
Invoice			
Cash Payment	E 101-51500-300 OPERATING SUPPLIES	ENDTERS - BUDGET MEETING PIZZA	\$89.12
Invoice			
Cash Payment	E 101-53000-345 STAFF EDUCATION/TR	WI WATER ASSOC - CONF/GERSZEWSKI	\$195.00
Invoice			

VILLAGE OF HARTLAND

11/04/15 10:47 AM

Page 4

Payments

Current Period: OCTOBER 2015

Cash Payment E 101-55300-303 SUMMER REC EXPENS MILWAUKEE BREWERS - MILLER PARK TOUR \$258.00

Invoice

Transaction Date 10/18/2015 Due 0 GF Checking 11100 Total \$3,426.70

Refer 48234 WI DEPT OF REVENUE Ck# 2015087E 10/29/2015

Cash Payment E 214-58300-290 OUTSIDE SERVICES/C TID #4 REDUCTION AND TID #6 CREATION \$1,000.00

Invoice

Cash Payment E 216-58300-290 OUTSIDE SERVICES/C TID #4 REDUCTION AND TID #6 CREATION \$1,000.00

Invoice

Transaction Date 10/29/2015 Due 0 GF Checking 11100 Total \$2,000.00

Refer 48235 WI DEPT OF REVENUE (SALES TA Ck# 2015088E 10/13/2015

Cash Payment G 101-21515 SALES TAXES PAYABLE 3RD QUARTER SALES TAX \$1,117.81

Invoice

Cash Payment R 101-48000 MISCELLANEOUS REVENU 3RD QUARTER SALES TAX -\$10.00

Invoice

Transaction Date 10/13/2015 Due 0 GF Checking 11100 Total \$1,107.81

Fund Summary

	11100 GF Checking	
804 BUSINESS IMPROVEMENT DISTRICT		\$2,077.39
803 MAJOR INCIDENT UNIT		\$73.56
620 WATER FUND		\$1,864.82
216 TIF #6		\$1,000.00
214 TIF #4		\$1,000.00
204 SEWER		\$680.20
101 GENERAL FUND		\$110,602.95
		<u>\$117,298.92</u>

Pre-Written Checks	\$117,298.92
Checks to be Generated by the Computer	\$0.00
Total	<u>\$117,298.92</u>

VILLAGE OF HARTLAND
LICENSES AND PERMITS
NOVEMBER 9, 2015

Bartender (Operator's) License – expires June 30, 2016

Gina Leigh Oleszek
Andrea E. Sidabras
Brenda McCarthy

The Police Chief and Village Clerk recommend approval. All applicants have successfully completed the Responsible Beverage Servers Course.

VILLAGE OF HARTLAND

RESOLUTION NO. 11/09/2015-01

RESOLUTION APPROVING THE SEWER UTILITY RATE EFFECTIVE FIRST QUARTER
2016

WHEREAS, the Village of Hartland has established Sewer Utility billing rates and has the ability to change them as necessary.

NOW THEREFORE, be it hereby resolved by the Board of Trustees for the Village of Hartland as follows:

1. The Sewer Utility Rate shall increase from \$5.39 to \$5.66 per one thousand (1,000) gallons for all Sewer Utility customers with the new rate to go into effect on December 16, 2015.

Adopted this 9th day of November, 2015.

David Lamerand, Village President

Attest:

Darlene Igl, MMC/WCPC, Village Clerk

MEMORANDUM

TO: President and Village Board
FROM: David E. Cox, Village Administrator 
DATE: November 6, 2015
SUBJECT: 2016 Budget – General Wage Adjustment

As the Board will recall, the 2016 Annual Budget, which is scheduled for approval on Monday, does not include a specific general wage adjustment for employees. However, as the Board may further recall, the budget does include a contingency account of over \$50,000, which could be allocated to funding a possible wage increase. The options outlined below are all able to be accommodated within the proposed Village budget and none of the possible adjustments requires modification of the budget bottom line or a change in the tax levy.

If the Village Board is inclined to identify a general wage adjustment for staff, the attached alternative payroll matrices reflect three different levels of potential adjustments. The first sheet reflects a **0.73% adjustment**. This amount is derived from the limit placed by “Act 10” on wage increases given to general employees with a collective bargaining agreement. While the Village no longer has employees in a general bargaining unit (DPW employees have decertified), this figure is provided for reference. Such a raise would cost approximately \$27,000 in the General Fund and about \$31,000 Village-wide (including Utilities). The second sheet reflects a **1% adjustment**. This raise would cost the General Fund approximately \$37,000 and about \$43,000 Village-wide. The third sheet reflects a **1.25% adjustment**, which would cost the General Fund approximately \$46,000 and about \$53,500 Village-wide.

The Village Board is asked to consider a 1% Village-wide general wage adjustment and to determine whether it wishes do so at this time. If that is the Board’s desire, Item 5g on the agenda should be clearly adopted with substitute sheets at a specific adjustment level. If adopted, the change would be implemented effective January 1, 2016.

DC2016 General Wage Adjustment

Attachments

cc: Ryan Bailey, Finance Director

VILLAGE OF HARTLAND
JOB CLASSIFICATION LIST - GRADE ORDER 2016
 Showing 0.73% General Wage Adjustment

ANNUALIZED SALARY RANGE

<i>Grade</i>	<i>Minimum</i>	<i>Mid-Point</i>	<i>Maximum</i>	<i>Title</i>	<i>Job Code</i>
3	22,664	27,086	32,370	Library Clerks	1109
				Library Children's Services	1103
				Library Technical Services Clerk	1106
				Library Historian	1109
				Library Circulation Desk	1110
				Cable Assistant	1006
				Police Crossing Guards	
4	26,755	31,975	38,213	Cable Program Director	1005
				Fire/Ambulance Volunteers	
5	31,730	37,920	45,318	Fiscal Clerk - Administration	1203
				Fire Department - Administrative Assistant	
				Police - Administrative Assistants	1406
6	32,334	38,643	46,181	Library Circulation Supervisor	1107
7	39,285	46,949	56,108	Library Head of Technical Services	1104
				Reference Librarian	1104
				Deputy Treasurer - Administration	1202
				Deputy Clerk - Administration	1003
				Firefighter/EMT/Fire Inspector	1301
9	39,788	47,551	56,828	Assistant Library Director/Head of Tech Serv	
10	50,365	60,191	71,934	Village Clerk - Administration	1002
				DPW - Laborers	
				Recreation Director	1601
11	53,387	63,802	76,250	Library Director	1101
				DPW Foreman	
12	60,438	72,229	86,320	Finance Director/Treasurer - Administration	1201
13	62,453	74,637	89,198	Police Lieutenant	
14	64,467	77,044	92,075	Police Captain	
				Public Works Operations Supervisor	
15	67,489	80,656	96,391	Deputy Chief of Police	
16	70,511	84,267	100,707	Chief of Police	1401
				Fire Chief	
17	72,526	86,675	103,584	Director of Public Works	1501
				Contract	
				Village Administrator	

VILLAGE OF HARTLAND
JOB CLASSIFICATION LIST - GRADE ORDER 2016
Showing 0.73% General Wage Adjustment

SEASONAL PAY SCHEDULE

A	7.58
B	7.73
C	7.90
D	8.06
E	8.24
F	8.40
G	8.58
H	8.77
I	8.95
J	9.14
K	9.32
L	9.52
M	9.72
N	9.92
O	10.13
P	10.35
Q	10.56
R	10.78
S	11.01
T	11.20
U	11.40
V	11.60
W	11.80
X	12.00
Y	12.25
Z	12.50

This schedule pays:

- Summer Recreation Employees
- Public Works Summer Help
- Recycling Center Staff
- Library Pages

VILLAGE OF HARTLAND
JOB CLASSIFICATION LIST - GRADE ORDER 2016
 Showing 1% General Wage Adjustment

ANNUALIZED SALARY RANGE

<i>Grade</i>	<i>Minimum</i>	<i>Mid-Point</i>	<i>Maximum</i>	<i>Title</i>	<i>Job Code</i>
3	22,725	27,158	32,457	Library Clerks	1109
				Library Children's Services	1103
				Library Technical Services Clerk	1106
				Library Historian	1109
				Library Circulation Desk	1110
				Cable Assistant	1006
				Police Crossing Guards	
4	26,827	32,060	38,315	Cable Program Director	1005
				Fire/Ambulance Volunteers	
5	31,815	38,022	45,440	Fiscal Clerk - Administration	1203
				Fire Department - Administrative Assistant	
				Police - Administrative Assistants	1406
6	32,421	38,746	46,305	Library Circulation Supervisor	1107
7	39,390	47,075	56,259	Library Head of Technical Services	1104
				Reference Librarian	1104
				Deputy Treasurer - Administration	1202
				Deputy Clerk - Administration	1003
				Firefighter/EMT/Fire Inspector	1301
9	39,895	47,678	56,980	Assistant Library Director/Head of Tech Serv	
10	50,500	60,352	72,126	Village Clerk - Administration	1002
				DPW - Laborers	
				Recreation Director	1601
11	53,530	63,973	76,454	Library Director	1101
				DPW Foreman	
12	60,600	72,423	86,552	Finance Director/Treasurer - Administration	1201
13	62,620	74,837	89,437	Police Lieutenant	
14	64,640	77,251	92,322	Police Captain	
				Public Works Operations Supervisor	
15	67,670	80,872	96,649	Deputy Chief of Police	
16	70,700	84,493	100,977	Chief of Police	1401
				Fire Chief	
17	72,720	86,907	103,862	Director of Public Works	1501
				Contract	
				Village Administrator	

VILLAGE OF HARTLAND
JOB CLASSIFICATION LIST - GRADE ORDER 2016
Showing 1% General Wage Adjustment

SEASONAL PAY SCHEDULE

A	7.58
B	7.73
C	7.90
D	8.06
E	8.24
F	8.40
G	8.58
H	8.77
I	8.95
J	9.14
K	9.32
L	9.52
M	9.72
N	9.92
O	10.13
P	10.35
Q	10.56
R	10.78
S	11.01
T	11.20
U	11.40
V	11.60
W	11.80
X	12.00
Y	12.25
Z	12.50

This schedule pays:

- Summer Recreation Employees
- Public Works Summer Help
- Recycling Center Staff
- Library Pages

VILLAGE OF HARTLAND
JOB CLASSIFICATION LIST - GRADE ORDER 2016
Showing 1.25% General Wage Adjustment

ANNUALIZED SALARY RANGE

<i>Grade</i>	<i>Minimum</i>	<i>Mid-Point</i>	<i>Maximum</i>	<i>Title</i>	<i>Job Code</i>
3	22,781	27,226	32,537	Library Clerks	1109
				Library Children's Services	1103
				Library Technical Services Clerk	1106
				Library Historian	1109
				Library Circulation Desk	1110
				Cable Assistant	1006
				Police Crossing Guards	
4	26,893	32,140	38,410	Cable Program Director	1005
				Fire/Ambulance Volunteers	
5	31,894	38,116	45,552	Fiscal Clerk - Administration	1203
				Fire Department - Administrative Assistant	
				Police - Administrative Assistants	1406
6	32,501	38,842	46,420	Library Circulation Supervisor	1107
7	39,488	47,191	56,398	Library Head of Technical Services	1104
				Reference Librarian	1104
				Deputy Treasurer - Administration	1202
				Deputy Clerk - Administration	1003
				Firefighter/EMT/Fire Inspector	1301
9	39,994	47,796	57,121	Assistant Library Director/Head of Tech Serv	
10	50,625	60,502	72,305	Village Clerk - Administration	1002
				DPW - Laborers	
				Recreation Director	1601
11	53,663	64,132	76,643	Library Director	1101
				DPW Foreman	
12	60,750	72,602	86,766	Finance Director/Treasurer - Administration	1201
13	62,775	75,022	89,658	Police Lieutenant	
14	64,800	77,442	92,550	Police Captain	
				Public Works Operations Supervisor	
15	67,838	81,072	96,889	Deputy Chief of Police	
16	70,875	84,702	101,227	Chief of Police	1401
				Fire Chief	
17	72,900	87,122	104,119	Director of Public Works	1501
<i>Contract</i>				Village Administrator	

VILLAGE OF HARTLAND
JOB CLASSIFICATION LIST - GRADE ORDER 2016
Showing 1.25% General Wage Adjustment

SEASONAL PAY SCHEDULE

A	7.58
B	7.73
C	7.90
D	8.06
E	8.24
F	8.40
G	8.58
H	8.77
I	8.95
J	9.14
K	9.32
L	9.52
M	9.72
N	9.92
O	10.13
P	10.35
Q	10.56
R	10.78
S	11.01
T	11.20
U	11.40
V	11.60
W	11.80
X	12.00
Y	12.25
Z	12.50

This schedule pays:

- Summer Recreation Employees
- Public Works Summer Help
- Recycling Center Staff
- Library Pages

MEMO

TO: David E. Cox, Village Administrator
FROM: Michael Einweck, Director of Public Works
DATE: November 5, 2015
SUBJECT: Canteen User Agreement for Bark River and Nixon Parks

The Park and Recreation Board at their November 2, 2015, meeting voted to recommend to the Village Board the approval of the updated Nixon and Bark River Canteen agreements. These updated agreements cover the allowable uses, cost sharing of utilities, cleanliness of the facilities and the storage of materials within the Canteens. They also give the Hartland Athletic Advancement Association (HAAA) more latitude to store additional items in the Canteens. The proposed agreement is for one year with an annual review by the Park and Recreation Board. At that point, the Village can renew the agreement, terminate or modify it.

Staff's recommendation is for the Village to enter into these agreements. Staff will continue to monitor the use of the facilities and bill the shared utility costs on a monthly basis.

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

Attachments

Village of Hartland/Hartland Athletic Advancement Association
Bark River Park and Canteen Agreement (Revised 11-02-2015)

WHEREAS, the Village of Hartland (hereinafter "Village") owns and maintains a canteen in the Bark River Park in the Village; and

WHEREAS, the canteen is frequently used by Hartland Athletic Advancement Association (hereinafter "HAAA") when games are being played on the ball field,

NOW THEREFORE, THE VILLAGE AND HAAA HEREBY AGREE AS FOLLOWS:

1. The HAAA will apply for all necessary permits required by Village to sell fermented malt beverages and food product.
2. The HAAA acknowledges that the canteen is located in a designated flood plain/floodway, and hereby releases the Village from any claims that the HAAA may have arising out of flood or water damage to the HAAA equipment/materials in the canteen, at any time in the future.
3. Neither the HAAA nor any other agency may place any advertising, names or logos on the Village property without prior written approval from the Village Park and Recreation Board and Village Board.
4. The responsibility and authority to schedule and allow use of the softball field/shelter, rest rooms and canteen for all HAAA league play and/or any tournaments or other users shall remain solely with the Village. When other users are permitted by the Village to use the facilities, it shall be HAAA's responsibility to secure their equipment and food product prior to the permitted use. It is acknowledged that the HAAA owns certain equipment within the canteen and retains the right to schedule use of their equipment for associated food and beverage sales.
5. The HAAA will be allowed to store hand tools, bases, field chalk, chalker and field dry material in the storage room of the canteen. This area shall be kept in a clean and tidy manner at all times.
6. The HAAA shall thoroughly clean the canteen and garage area and remove all equipment and materials from the canteen and garage area with the exception of the shelves, the walk-in cooler, the refrigerator, the standup freezer and the popcorn maker. All electrical devices shall be turned off and unplugged, before October 15th of each year of this agreement.
7. This Agreement is for a period of one year from the date hereof, at the end of that period, the agreement will automatically renew for an additional one-year term unless cancelled by Village Board action. The Village may modify the agreement or, if cancelled, require that HAAA, at their sole expense, remove all of their equipment and restore all Village property to its condition prior to installation of these items (see item thirteen). HAAA may with the Village Park and Recreation Board approval, donate these items to the Village. The Agreement will be reviewed annually by the Village Park and Recreation Board based on input from the Village Staff and the HAAA at their November meeting.

Village of Hartland/Hartland Athletic Advancement Association
Bark River Park and Canteen Agreement (Revised 11-02-2015)

8. The HAAA will be required to maintain, throughout the period of recreational activities, insurance with coverage as provided below:

- A. Comprehensive General Liability Insurance in an amount of at least \$1,000,000. The policy must include the Village and its agents, officers and employees as “additional insured”.
- B. Comprehensive Professional Liability Insurance in an amount of a least \$500,000 for coverage to insure the activities of the coaches, manager, administrators and officers of the organizations engaging in recreational activities on Village park land is recommended, but not required. The policy should include the Village and its agents, officers and employees as “additional insured”.

The HAAA will be required to maintain, throughout the period of sale of alcoholic beverages, the appropriate alcohol licensing and insurance with coverage as provided below:

- A. Comprehensive Liquor Liability Insurance in an amount of at least \$1,000,000. The policy must include the Village and its agents, officers and employees as “additional insured”. A Certificate of Insurance evidencing the issuance of a policy covering this insurance requirement must be provided to the Village prior to this activity.

9. The HAAA will provide to the Village one set of keys to any locks in the canteen. This will not include any coolers or refrigerators where their product is stored.

10. The HAAA will provide to the Village a Five Hundred (\$500.00) dollar deposit that will be refunded if clean-up is satisfactorily completed by October 15th. This may be retained by the Village if damage, other than vandalism, has occurred or cleaning of the facility is required. The Village would charge the current contract labor rate plus 50% for fringe benefits, any material costs and a 3% administrative charge for billing purposes.

11. The HAAA will pay for seventy-five percent (75%) of the electric utility costs during the months of field use, typically; May, June, July, and August. Additional months may be added if there are scheduled games or tournaments in other months. This will be billed on a monthly basis with the HAAA given 30 days to pay the Village. When other users are permitted by the Village to use the facilities, HAAA will only charge an electric use fee commensurate with the use by the user.

12. Neither the HAAA nor any other agency shall make any modifications/alterations to the facility without prior written approval of the Village.

Village of Hartland/Hartland Athletic Advancement Association
Bark River Park and Canteen Agreement (Revised 11-02-2015)

13. The HAAA shall be responsible for keeping the facilities in a clean and sanitary condition at all times. This includes all trash pickup in the park after game use; sweeping up debris in the shelter, around the canteen and in the paved area around the ball field; general housekeeping in the canteen and rest rooms that includes restocking of toilet paper; and removal of debris in the bleachers and dugouts.

14. The HAAA shall indemnify, defend and hold harmless the Village of Hartland and its elected officials, board members and employees from and against any and all claims, costs, expenses, losses, damages, demands, actions or causes of action which may be asserted against or incurred by Village as a result of HAAA use of the property or HAAA items used on property. HAAA shall also maintain its own property and liability insurance that insures its property and damages that may result to Village property under any and all peril. A certificate of insurance shall be provided to the Village at the beginning of each year.

15. The HAAA shall be responsible for the maintenance and/or removal/donation of the following items if this agreement is not renewed.

Park exterior

- A. Field lights, concrete bases and wiring
- B. Score board and wiring
- C. Score booth and stairs
- D. Flag pole and Flag

Canteen interior

- A. Walk in cooler
- B. Standup freezer
- C. Refrigerator
- D. Popcorn maker
- E. Sound system and wiring
- F. Speakers and mounts
- G. Desk
- H. All shelving units
- I. Hand tools and equipment

Canteen storage room

- A. hand tools
- B. bases
- C. field chalk
- D. chalker
- E. field dry material

Village of Hartland/Hartland Athletic Advancement Association
Bark River Park and Canteen Agreement (Revised 11-02-2015)

Dated this _____ day of _____, _____.

Village of Hartland

By: _____

David Lamerand, Village President

Hartland Athletic Advancement Association

By: _____

Printed Name: _____

Title: President _____

Village of Hartland/Hartland Athletic Advancement Association

Nixon Park and Canteen Agreement (Revised 11-02-2015)

WHEREAS, the Village of Hartland (hereinafter "Village") owns and maintains a canteen in the Nixon Park in the Village; and

WHEREAS, the canteen is frequently used by Hartland Athletic Advancement Association (hereinafter "HAAA") when games are being played on the ball field,

NOW THEREFORE, THE VILLAGE AND HAAA HEREBY AGREE AS FOLLOWS:

1. The HAAA will apply for all necessary permits required by Village to sell fermented malt beverages and food product.
2. Neither the HAAA nor any other agency may place any advertising, names or logos on the Village property without prior written approval from the Village Park and Recreation Board and Village Board.
3. The responsibility and authority to schedule and allow use of the ball field and canteen for all HAAA league play and/or any tournaments or other users shall remain solely with the Village. When other users are permitted by the Village to use the facilities, it shall be HAAA's responsibility to secure their equipment and food product prior to the permitted use. It is acknowledged that the HAAA owns certain equipment within the canteen and retains the right to schedule use of their equipment for associated food and beverage sales.
4. The HAAA shall thoroughly clean the canteen area and remove all equipment and materials from the canteen with the exception of the refrigerators, before October 15th of the year of this agreement. Any electrical devices shall be turned off and unplugged by the above date.
5. This Agreement is for a period of one year from the date hereof, at the end of that period, the agreement will automatically renew for an additional one-year term unless cancelled by Village Board action. The Village may modify the agreement or, if cancelled, require that HAAA, at their sole expense, remove all of their equipment and restore all Village property to its condition prior to installation of these items (see item eleven). HAAA may with the Village Park and Recreation Board approval, donate these items to the Village. The Agreement will be reviewed annually by the Village Park and Recreation Board based on input from the Village Staff and the HAAA at their November meeting.
6. The HAAA will provide to the Village one set of keys to any locks in the canteen. This will not include any refrigerators where their product is stored.
7. The HAAA will provide to the Village a Five Hundred (\$500.00) dollar deposit that will be refunded if clean-up is satisfactorily completed by October 15th. This may be retained by the Village if damage, other than vandalism, has occurred or cleaning of the facility is required. The Village would charge the current contract labor rate plus 50% for fringe benefits, any material costs and a 3% administrative charge for billing purposes.

Village of Hartland/Hartland Athletic Advancement Association
Nixon Park and Canteen Agreement (Revised 11-02-2015)

8. The HAAA will pay for seventy-five percent (75%) of the electric utility costs during the months of field use, typically; May, June, July, and August. Additional months may be added if there are scheduled games or tournaments in other months. This will be billed on a monthly basis with the HAAA given 30 days to pay the Village.
9. Neither the HAAA nor any other agency shall make any modifications/alterations to the facility without prior written approval of the Village.
10. The HAAA shall be responsible for keeping the facilities in a clean and sanitary condition at all times. This includes all trash pickup in the park after game use; sweeping around the canteen; general housekeeping in the canteen and rest rooms that includes restocking of toilet paper; and removal of debris in and around the bleachers and dugouts.
11. The HAAA shall indemnify, defend and hold harmless the Village of Hartland and its elected officials, board members and employees from and against any and all claims, costs, expenses, losses, damages, demands, actions or causes of action which may be asserted against or incurred by Village as a result of HAAA use of the property or HAAA items used on property. HAAA shall also maintain its own property and liability insurance that insures its property and damages that may result to Village property under any and all peril. A certificate of insurance shall be provided to the Village at the beginning of each year.
12. The HAAA will be required to maintain, throughout the period of recreational activities, insurance with coverage as provided below:
 - A. Comprehensive General Liability Insurance in an amount of at least \$1,000,000. The policy must include the Village and its agents, officers and employees as "additional insured".
 - B. Comprehensive Professional Liability Insurance in an amount of a least \$500,000 for coverage to insure the activities of the coaches, manager, administrators and officers of the organizations engaging in recreational activities on Village park land is recommended, but not required. The policy should include the Village and its agents, officers and employees as "additional insured".

The HAAA will be required to maintain, throughout the period of sale of alcoholic beverages, the appropriate alcohol licensing and insurance with coverage as provided below:

- A. Comprehensive Liquor Liability Insurance in an amount of at least \$1,000,000. The policy must include the Village and its agents, officers and employees as "additional insured". A Certificate of Insurance evidencing the issuance of a policy covering this insurance requirement must be provided to the Village prior to this activity.

Village of Hartland/Hartland Athletic Advancement Association
Nixon Park and Canteen Agreement (revised 11-02-2015)

13. The HAAA shall be responsible for the maintenance and or removal/donation of the following items if this agreement is not renewed.

Park exterior

- A. Scoreboard and wiring
- B. Sound equipment

Canteen interior

- A. Refrigerator units
- B. Hand tools and equipment

Dated this _____ day of _____, _____.

Village of Hartland

By: _____

David Lamerand, Village President

Hartland Athletic Advancement Association President

By: _____

Printed Name: _____

Title: President _____

MEMO

TO: David E. Cox, Village Administrator
FROM: Michael Einweck, Director of Public Works
DATE: November 5, 2015
SUBJECT: Score Board/Press Box Agreement for Centennial Park

The Park and Recreation Board at their November 2, 2015 meeting voted to recommend to the Village Board the approval of the updated Scoreboard/Press Box agreement with the Lake Country Chiefs for Centennial Park. This updated agreement covers the allowable uses, costs of utilities, cleanliness of the facilities and the maintenance responsibilities at the park. In addition, it covers necessary approvals if logos or advertising are planned to be installed on the score board or press box. It appears that the bleachers and goal posts were originally supplied by the Village as denoted in an agreement from March of 1997. The proposed agreement is for one year with an annual review by the Park and Recreation Board. At that point, the Village can renew the agreement, terminate or modify it.

Staff's recommendation is for the Village to enter into this agreement. Staff will continue to monitor the use of the facilities.

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

Attachment

SCORE BOARD/PRESSBOX AGREEMENT
VILLAGE OF HARTLAND AND LAKE COUNTRY CHIEFS FOOTBALL
(Revised 11-02-2015)

WHEREAS, the Village of Hartland (hereinafter "Village") owns and operates a football field in Centennial Park in the Village; and

WHEREAS, said football field is frequently used by Lake Country Chiefs Youth Football (hereinafter "Chiefs"); and

WHEREAS, Chiefs desire to, at their sole expense, install and maintain a scoreboard and press box at the football field to enhance their use of the football field;

THE VILLAGE AND CHIEFS HEREBY AGREE AS FOLLOWS:

1. The Chiefs will, at their sole expense, without cost to the Village, install a scoreboard and press box consistent with the plans and specifications.
2. The installation work to be done by the Chiefs includes all necessary steps to bring electricity (underground) to the scoreboard and press box.
3. The Chiefs will apply for all necessary permits for the installation of the scoreboard and press box and will comply with all applicable codes. The Chiefs acknowledge that the press box being provided does not meet requirements of the Americans with Disabilities Act Accessibility Guidelines, but that the bleachers are accessible. The Chiefs will provide on the bleachers, separate scoreboard and/or public address system controls if required to do so by the Village.
4. The Chiefs acknowledge that the scoreboard and press box are being installed in a designated floodplain, and hereby release the Village from any claims that the Chiefs may have arising out of flood or water damage to the scoreboard or press box at any time in the future.
5. Neither the Chiefs nor any other entity may place any advertising, names or logos on the scoreboard or press box except for team names and the Chiefs logo without prior written approval from the Hartland Park and Recreation Board and the Village Board.
6. Chiefs will have the right and responsibility to schedule use of the scoreboard and press box. However, responsibility and authority to schedule and allow use of the football field will remain solely with the Village.
7. Chiefs may remove the scoreboard and/or press box at any time, but only after first providing assurances deemed adequate in the sole discretion of the Village to assure that all Village land will be restored to its prior condition after removal of the scoreboard and/or press box at their sole cost.

8. Chiefs will be sole owners of the scoreboard and press box. Chiefs will be responsible for all maintenance, including any charges for electric service. Chiefs are required to maintain the scoreboard and press box, at their sole expense, in good repair and appearance.

The Chiefs will be allowed to construct, maintain and use the scoreboard and press box pursuant to this Agreement. The Agreement is to be reviewed annually by the Hartland Park and Recreation Board. The Village in its sole discretion can renew this agreement or modify it. Should concerns arise, the Chiefs will be given opportunity to cure and correct stated concerns and the Chiefs will present, in writing, their plan to do so. Should the Village determine that the Chiefs can no longer use Centennial Park; the Chiefs will be allowed to complete only that year's schedule. At that time the Village will require the Chiefs, at their sole expense to remove the scoreboard and press box and restore all Village land to its condition prior to installation of the scoreboard and press box within 120 days of notice.

9. Chiefs hereby agree to indemnify and hold harmless the Village, its officers, employees and agents from all claims, losses, damages, and expenses arising out of or associated with the construction, installation, maintenance or use of the scoreboard and press box.
10. Chiefs shall provide to the Village one set of keys to any locks on the scoreboard and press box and any associated electric panels/boxes.

Dated this _____ day of _____, 20__.

VILLAGE OF HARTLAND

David Lamerand, Village President

LAKE COUNTRY CHIEFS FOOTBALL

Signature of President of Organization

Print Name

2015 Rev. Centennial Score Board Agreement

MEMO

TO: David E. Cox/Village Administrator
FROM: Michael D. Gerszewski/DPW Operations Supervisor
DATE: November 4, 2015
SUBJECT: Well # 4 Rehabilitation

The 2015 Water Utility budget includes funds in account 620-53700-605 (\$15,000) to rehabilitate a well. The Wisconsin Department of Natural Resources recommends that all wells be rehabilitated at a 15 to 20 year interval. Well # 4 was last rehabilitated 17 years ago. CTW Corporation's price is \$14,660.00. This price is the same as the 2012 rehabilitation of Well #2. CTW Corporation also quoted replacement of some piping due to deteriorating condition of the pipes. The cost for this work is \$4,950.00. The pipe work will be paid from the maintenance of water source plant account (620-53700-605).

It is my recommendation that we accept CTW Corporation's proposals for the Well # 4 rehabilitation and pipe work. Staff would like to have the work finished by November 27, 2015 to avoid having the pump house open in the cold winter months.

Please place this on the November 9, 2015 Village Board agenda for consideration and approval.

cc: Darlene Igl/Village Clerk
Michael Einweck/Director of Public Works
Dave Felkner/DPW Utility Foreman

MEMO

TO: David E. Cox/Village Administrator
FROM: Michael D. Gerszewski/DPW Operations Supervisor
DATE: November 4, 2015
SUBJECT: GIS input of the former Lutheran cemetery information

The 2015 Capital Improvements budget includes funds (\$35,000) to set up our GIS with the former Lutheran cemetery information. The graves will be mapped and the information will be input by Ruekert-Mielke. The information will be verified in the field an intern next summer.

It is my recommendation that we have Ruekert-Mielke start inputting Lutheran cemetery information into our GIS.

Please place this on the November 9, 2015 Village Board agenda for consideration and approval.

cc: Darlene Igl/Village Clerk
Michael Einweck/Director of Public Works
Dave Felkner/DPW Utility Foreman