

VILLAGE BOARD AGENDA
MONDAY, JANUARY 11, 2016
7:00 PM
BOARD ROOM, MUNICIPAL BUILDING, 210 COTTONWOOD AVENUE

Roll Call

Pledge of Allegiance – Trustee Stevens

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 December 14, 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 Bartender's (Operator's) License with a term ending June 30, 2016.
4. Consideration of Bill For An Ordinance No. 01/11/2016-01 "An Ordinance To Amend Chapter 14 of the Village of Hartland Municipal Code Pertaining To Animals."
5. Consideration Resolution 01/11/2016-01, "A Resolution Accepting Public Improvements in The Sanctuary of Hartland Subdivision."
6. Consideration of a motion to approve creation of a new civilian position in the Hartland Fire Department and the related Job Description for Fire Department Support Staff/Auxiliary.
7. 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.
8. Consideration of a motion to recess to closed session pursuant to SS 19.85 (1)(e), deliberating or negotiating the purchasing of public properties, investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session regarding a Police Department matter and to adjourn thereafter without reconvening into open session pursuant to SS 19.85 (2).
9. Adjourn.

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: January 8, 2016
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 OF NOTE:** The presentation and discussion by Paul Mozina regarding environmental corridors, the Hartland Marsh and the Bark River Water Trail has been postponed by Mr. Mozina until January 25 at the earliest. He is preparing himself for the presentation and is preparing a list of specific questions he would like to discuss with the Board. Additional material he provides will be distributed in an upcoming packet. ***

Item 4 Regarding a Village Code amendment regarding Animals

Background: A part of the normal practice of the Village Board, permits were routinely issued to persons requesting permission to house and keep chickens or other fowl on residential property. In most cases, the permits were issued for three birds but have been issued for more including the most recent 10 to 20 pigeons. The Village Code includes a restriction on the number of regulated animals that may be kept on a property limiting the number to five in total and not more than two of the same species. In order to clarify the Village Board's ability to issue permits in excess of these numbers, staff is recommending a change to the Village Code. The proposed change adds language to the section limiting the number of pets that specifically allows the Village Board to issue permits for numbers in excess of the limit. The ordinance further amends to Code to add language to the section providing for the permit to add a permit for more than the restricted number of pets. These changes not only clarify that the Village may issue permits for the restricted species but can also increase the number of animals kept on a property if conditions warrant. Another benefit of this provision will allow residents who today may be keeping dogs or cats in excess of the Code an opportunity to "legalize" their possession and lawfully possess the animals. An additional modification in the ordinance proposes to eliminate a duplicative and perhaps unneeded section of the code that prohibits the giving away, barter or sale of chickens, ducklings or other fowl. The sale of these animals is already covered in the section providing for the keeping of these animals by permit only. The Animals chapter of the Code will likely be reviewed again if the Legislature adopts the proposed changes to State Law regarding big cats and other dangerous animals that are currently being considered.

Recommendation: Provide for the first reading of the Ordinance.

Item 5 Regarding acceptance of certain infrastructure in the Sanctuary.

Background: At the Developer's request, the Village is being asked to accept into Village ownership the underground infrastructure at the Sanctuary of Hartland subdivision. The request involves the public water system and the public sanitary sewer system only. The storm sewer system and all other grade level improvements will be held for acceptance until later when those facilities are complete and inspected. The underground utilities must be completed and transferred to Village ownership before any occupancy permits can be issued for houses in the subdivision. As Director Einweck's , memo indicates, the improvements have been inspected by the Village and are complete. Further, security is held for one year as a guarantee on the work. Financial details for the accepted infrastructure are provided for incorporation into the Village's financial records as required.

Recommendation: Approve the acceptance resolution.

Item 6 Regarding a new civilian position at the Fire Department

Background: The Fire Department periodically has people performing support functions in and around the Station. These employees perform a wide variety of tasks and work on a sporadic basis being paid minimum wage. The Chief is considering an expansion of this support function to include not only station work but perhaps some scene work. In order to clarify what duties these employees might undertake and to officially incorporate them into the Village wage system, the Village Board is being asked to consider a Job Description. Further, the Board is asked to indicate that employees in this position be paid from the hourly wage chart shown on page 2 of Tab 31 in the budget; the Village's payroll matrix, which allows a payment based on the actual duties to be performed by a specific employee and in recognition of their time of service in the position.

Recommendation: Approve the Job Description and hourly wage chart.

VILLAGE BOARD MINUTES
MONDAY, DECEMBER 14, 2015
7:00 PM
BOARD ROOM, MUNICIPAL BUILDING, 210 COTTONWOOD AVENUE

Roll Call

Pledge of Allegiance – Trustee Meyers

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

Others: Administrator Cox, Finance Director Bailey, DPW Director Einweck, Fire Chief Dean, Police Chief Rosch, Clerk Igl, Larry Legare, Jim Siepman, firefighters.

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.) None

1. Motion (Meyers/Swenson) to approve Village Board minutes of November 23, 2015. Carried (7-0).
2. Motion (Landwehr/Swenson) to approve the vouchers for payment in the amount of \$804,712.48. Carried (7-0).
3. Consideration of actions related to Licenses and Permits
 - a. Motion (Swenson/Wallschlager) to approve a Bartender's (Operator's) License with a term ending June 30, 2016. Carried (7-0).
4. Motion (Meyers/Landwehr) to appoint Election Inspectors with terms to expire Dec. 31, 2017.
5. Consideration of a motion to authorize payment to Heartland Construction, Inc., for sanitary sewer flow metering manhole installation in the amount of \$31,192.80.

Administrator Cox stated that this was a budgeted item for the sanitary sewer system beginning with 2016. The construction was performed in conjunction with the Windrush development per agreement.

Motion (Meyers/Wallschlager) to authorize payment to Heartland Construction, Inc. for sanitary sewer flow metering manhole installation in the amount of \$31,192.80. Carried (7-0).

6. Consideration of a motion to approve a contract with Visu-Sewer for sanitary sewer repairs.

DPW Director Einweck presented two proposals for consideration. The first is for sanitary sewer point repairs and grouting of the pipe joints in sanitary sewer mains on Cottonwood Ave. south of Cardinal Lane. It is estimated to take about 10 hours of work at a cost of \$4,700.

The second proposal is for four separate sectional liners; one on Maple Ave., one on Cottonwood Ave and two on Prospect Ave. Trustee Wallschlager asked what the expected life of a liner is and Director Einweck stated the expected life is 50 years.

Motion (Meyers/Swenson) to approve a contract with Visu-Sewer for sanitary sewer repairs. Carried (7-0).

7. Consideration of a motion to approve a change order for the 2015 Paving Program due to retaining wall design modifications.

DPW Einweck stated that this item was tabled at the last meeting. Since that time, staff worked with contractor to install an under drain system in the retaining wall and to receive a \$500 credit for staff time related to the change order.

Trustee Wallschlager asked how it was initially determined that the drain tile had not been installed. DPW Director Einweck stated that it was found during final inspection. Trustee Wallschlager questioned fees charged by Ruckert & Mielke related to the project and asked what those fees cover. It was stated that their fees cover initial design work including setting up the contract document and for on-site observation.

Trustee Stevens asked that the contractor not be used for future projects. DPW Director Einweck stated that staff is working with the Village Attorney to review that process.

Motion (Landwehr/Swenson) to approve a change order for the 2015 Paving Program due to retaining wall design modifications. Carried (6-1). Wallschlager opposed.

8. Consideration of a motion to approve the Residential Electronics and Appliance Recycling Collection Event Agreement with Waukesha County.

DPW Director Einweck stated that electronics recycling had been suspended earlier in the year due to issues with the vendor. The Village worked with Waukesha County and other agencies to request proposals for alternative collection options. The alternative selected is to hold collection events through the County at seven locations throughout the year which would allow residents to drop off both electronics and appliances for recycling. There would be a small fee charged for any television or CRT computer monitors. All other eligible electronics and appliances would be taken at no cost.

It was proposed that the Village host two events which would coincide with the normal second Saturdays in April and October. The Village would provide staffing, site security, space for the collection containers and advertising for the event on the Village's website.

Motion (Swenson/Landwehr) to approve the Residential Electronics and Appliance Recycling Collection Event Agreement with Waukesha County. Carried (7-0).

9. Consideration of a motion to approve a reduction in the Letter of Credit for Windrush development.

DPW Director Einweck stated that the project is progressing and the developer has requested a reduction in the letter of credit. He stated that the remaining balance is sufficient for the outstanding work.

Motion (Meyers/Landwehr) to approve Letter of Credit Reduction No. 3 to \$563,356.11. Carried (7-0).

10. Consideration of a motion to adopt Resolution No. 12/14/2015-01 "A Resolution Approving the 2016 Lake Country Municipal Court Budget".

Trustee Meyers asked why the assistant clerk salary was reduced in the proposed budget. Chief Rosch stated that tickets and revenues are down so an adjustment made was to cut the hours of the part-time staff.

Motion (Swenson/Landwehr) to adopt Resolution No. 12/14/2015-01 "A Resolution Approving the 2016 Lake Country Municipal Court Budget". Carried (7-0).

11. Consideration of items related to the Business Improvement District:

- a. Consideration of a motion to approve the 2016 Business Improvement District Budget.

Administrator Cox stated that the BID funds its operations through an assessment made to the property owners in the downtown business improvement district. Since 2007 it has maintained that assessment at \$70,000. It has accumulated a \$30,000 surplus and the intent is to use some of the surplus this year for an aggressive advertising program for Hartland's downtown.

Motion (Meyers/Wallschlager) to approve the 2016 Business Improvement District budget. Carried (7-0).

- b. Motion (Swenson/Compton) to confirm the appointments of Scott Heyerdahl, David Lamerand and Steve Berger to terms ending December 31, 2018. Carried (7-0).

12. Consideration of a motion to approve revisions to the Employee Handbook.

Administrator Cox provided a brief description of revisions to the Employee Handbook as recommended by management staff. Motion (Swenson/Landwehr) to approve revisions to the Employee Handbook. Carried (7-0).

13. Consideration of a motion to approve a policy related to ambulance billing.

Finance Director Bailey stated that this policy provides that the Village will have a third-party billing company perform the billing function, that bills will be provided to all patients that are transported, patients that are not transported and considered "nuisance" calls could be billed for service, annual rates will be submitted to the Village Board for approval, and documents provisions related to writing off of accounts.

Motion (Swenson/Stevens) to approve a policy related to ambulance billing. Carried (7-0).

14. Consideration of a motion to approve the ordering of a fire vehicle.

Fire Chief Dean stated that a task force had been formed to evaluate the future needs of the emergency fleet and to consider long term plans to develop the best options to meet the Village's needs. After review, the approach that was determined to best fit the needs was to replace the current equipment truck and the sky boom vehicle, and to replace them with one vehicle which would be a 101 foot aerial platform vehicle with rescue capabilities, a six person cab and a projected life span of 25 years. It is expected that there would be a savings of approximately \$400,000 by combining the functions of the two vehicles. The new custom vehicle has a projected cost of \$989,000. The vendor is offering a discount of nearly \$39,000 if the order is placed prior to the end of 2015 with the vehicle to be built by March 2017 to include the provision that the vendor is allowed to utilize the vehicle as a model at the National Convention in the spring of 2017. It was stated that the vehicle was specifically designed to fit into the existing fire station.

Motion (Meyers/Swenson) to approve the ordering of the new fire vehicle as presented.
Carried (7-0).

15. Consideration of a motion to approve a contract with the Hartland Professional Police Association for 2016-2018.

Administrator Cox stated that he had met with representatives of the union to discuss modifications. He stated that the contract includes the agreement on the 1.25% general wage adjustment. In future years wage adjustments will be considered annually as part of the budgeting process and the union has agreed to continue that practice. Terms of two side agreements approved by the Village Board were incorporated relating to call in pay and shift times. Adjustments were made related to overtime compensation. The contract includes new language agreeing to offer overtime on a seniority basis. The new contract eliminates some outdated language.

The union has agreed to modifying their future vacation schedules (for future employees) reducing leave time available. Provisions for the potential hiring of an officer that has not yet gone through the Academy were included providing a full 12 months of probation once the employees begins working as an Officer and creating a wage rate that would be paid to such an employee . Modifications in sick leave and bereavement leave were made to more closely align to the rest of the employee groups.

Motion (Swenson/Wallschlager) to approve a contract with the Hartland Professional Police Association for 2016-2018. Carried (7-0).

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

VILLAGE BOARD MINUTES
MONDAY, DECEMBER 14, 2015
7:00 PM
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Motion (Stevens/Wallschlager) to cancel the regular Village Board meeting for December 28.
Carried (7-0).

President Lamerand thanked all who participated in the Village's tree lighting and attended the holiday train event. He stated that it was estimated that between 10,000 and 15,000 attended.

President Lamerand wished viewers a Merry Christmas and Happy New Year and reminded all to drive safely.

17. Consideration of a motion to recess to closed session pursuant to State Statutes §19.85(1)(c), Considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility regarding the Village Administrator and to adjourn thereafter without reconvening into open session pursuant to SS 19.95 (2). Roll Call Vote was taken. All ayes. Carried (7-0).

Meeting adjourned to closed session at 8:08 p.m.

Respectfully submitted,

Darlene Igl
Village Clerk

TO: Village President & Board of Trustees

FROM: Kinsey Detert, Fiscal Clerk

DATE: January 8, 2016

RE: Voucher List

Attached is the voucher list for the January 11, 2016 Village Board meeting.

January 11, 2016 (2015 Expenses) Checks:	\$ 70,241.00
January 11, 2016 Checks:	\$ 74,182.79
December Manual Checks:	\$ 18,592.29
December Wires:	<u>\$128,152.52</u>
Total amount to be approved:	<u>\$291,168.60</u>

VILLAGE OF HARTLAND
Voucher List - January 11, 2016 2015 Expenses

Account Descr	Search Name	Comments	Amount
EXPENSE Descr			
G 101-12110 PROPERTY TAX REFUNDS	ADAMS, GLEN & BARBARA	PROPERTY TAX REFUND	\$46.98
G 101-12110 PROPERTY TAX REFUNDS	ADAMSON, KATHLEEN L	PROPERTY TAX REFUND	\$999.13
G 101-12110 PROPERTY TAX REFUNDS	ANHEUSER, THOMAS & SHERYL	PROPERTY TAX REFUND	\$75.19
G 101-23005 EMPLOYEE RECOGNITION	BAILEY, RYAN	REIMBURSE PETTY CASH	\$25.00
G 101-12110 PROPERTY TAX REFUNDS	BARRY, RICHARD & TRISHA	PROPERTY TAX REFUND	\$77.16
G 101-12110 PROPERTY TAX REFUNDS	BELLCOCK, MICHAEL	PROPERTY TAX REFUND	\$122.80
G 101-12110 PROPERTY TAX REFUNDS	BETHIA, JENNIFER	PROPERTY TAX REFUND	\$43.82
G 101-12110 PROPERTY TAX REFUNDS	BOEHM, DALE & CARRIE	PROPERTY TAX REFUND	\$132.46
G 101-12110 PROPERTY TAX REFUNDS	BOND, MELANIE S	PROPERTY TAX REFUND	\$78.65
G 101-12110 PROPERTY TAX REFUNDS	BONK, TOMOTHY & JILL	PROPERTY TAX REFUND	\$69.51
G 101-12110 PROPERTY TAX REFUNDS	BRINGE, GLEN & CHERIE	PROPERTY TAX REFUND	\$109.18
G 101-12110 PROPERTY TAX REFUNDS	BROWN, CYNTHIA	PROPERTY TAX REFUND	\$24.28
G 101-12110 PROPERTY TAX REFUNDS	BROWN, WENDY	PROPERTY TAX REFUND	\$27.09
G 101-12110 PROPERTY TAX REFUNDS	BUCHER, MATTHEW A	PROPERTY TAX REFUND	\$128.57
G 101-12110 PROPERTY TAX REFUNDS	CHOLIP, RONALD & LISA MARIE	PROPERTY TAX REFUND	\$53.44
G 101-12110 PROPERTY TAX REFUNDS	DAUGHERTY, DENISE & JACK	PROPERTY TAX REFUND	\$323.93
G 101-12110 PROPERTY TAX REFUNDS	DEBOER, TREVOR D	PROPERTY TAX REFUND	\$2,969.96
G 101-12110 PROPERTY TAX REFUNDS	DEMITROS, DENNIS	PROPERTY TAX REFUND	\$378.14
G 101-12110 PROPERTY TAX REFUNDS	DOWELL, DEBRA KAY	PROPERTY TAX REFUND	\$27.07
G 101-12110 PROPERTY TAX REFUNDS	EBERLE, STEVEN & CHRISTINE	PROPERTY TAX REFUND	\$47.30
G 101-12110 PROPERTY TAX REFUNDS	EHNERT, JEFFREY M	PROPERTY TAX REFUND	\$63.18
G 101-12110 PROPERTY TAX REFUNDS	ERICKSON, MARK & KRISTINE	PROPERTY TAX REFUND	\$80.15
G 101-12110 PROPERTY TAX REFUNDS	ESCHENBURG, LARRY & CHRISTINE	PROPERTY TAX REFUND	\$76.17
G 101-12110 PROPERTY TAX REFUNDS	ESTILL, BRIAN & HOLLY	PROPERTY TAX REFUND	\$96.76
G 101-12110 PROPERTY TAX REFUNDS	FERREE, TOD & MAGGIE	PROPERTY TAX REFUND	\$102.81
G 101-12110 PROPERTY TAX REFUNDS	FISCHER, KENNETH L	PROPERTY TAX REFUND	\$45.74
G 101-12110 PROPERTY TAX REFUNDS	FRANZ, ROBERT & AMY	PROPERTY TAX REFUND	\$206.80
G 101-12110 PROPERTY TAX REFUNDS	GAPINSKI, MARK A	PROPERTY TAX REFUND	\$40.14
G 101-12110 PROPERTY TAX REFUNDS	GONZALEZ, JOHN & ANN	PROPERTY TAX REFUND	\$48.35
G 101-12110 PROPERTY TAX REFUNDS	HACKBARTH, DALE A.	PROPERTY TAX REFUND	\$359.19
G 101-12110 PROPERTY TAX REFUNDS	HARTRIDGE LLC	PROPERTY TAX REFUND	\$84.64
G 101-12110 PROPERTY TAX REFUNDS	HARTRIDGE LLC	PROPERTY TAX REFUND	\$807.42
G 101-12110 PROPERTY TAX REFUNDS	HARTZEL, LYN	PROPERTY TAX REFUND	\$49.75
G 101-12110 PROPERTY TAX REFUNDS	HEINITZ, JOAN E	PROPERTY TAX REFUND	\$220.94
G 101-12110 PROPERTY TAX REFUNDS	HENNING, THOMAS R	PROPERTY TAX REFUND	\$113.83

Account Descr	Search Name	Comments	Amount
G 101-12110	PROPERTY TAX REFUNDS	PROPERTY TAX REFUND	\$49.83
G 101-12110	PROPERTY TAX REFUNDS	PROPERTY TAX REFUND	\$45.44
G 101-12110	PROPERTY TAX REFUNDS	PROPERTY TAX REFUND	\$247.13
G 101-12110	PROPERTY TAX REFUNDS	PROPERTY TAX REFUND	\$29.81
G 101-12110	PROPERTY TAX REFUNDS	PROPERTY TAX REFUND	\$48.25
G 101-12110	PROPERTY TAX REFUNDS	PROPERTY TAX REFUND	\$75.23
G 101-12110	PROPERTY TAX REFUNDS	PROPERTY TAX REFUND	\$61.14
G 101-12110	PROPERTY TAX REFUNDS	PROPERTY TAX REFUND	\$65.09
G 101-12110	PROPERTY TAX REFUNDS	PROPERTY TAX REFUND	\$166.11
G 101-12110	PROPERTY TAX REFUNDS	PROPERTY TAX REFUND	\$85.95
G 101-12110	PROPERTY TAX REFUNDS	PROPERTY TAX REFUND	\$44.86
G 101-12110	PROPERTY TAX REFUNDS	PROPERTY TAX REFUND	\$53.50
G 101-12110	PROPERTY TAX REFUNDS	PROPERTY TAX REFUND	\$66.14
G 101-12110	PROPERTY TAX REFUNDS	PROPERTY TAX REFUND	\$27.44
G 101-12110	PROPERTY TAX REFUNDS	PROPERTY TAX REFUND	\$52.77
G 101-24240	COURT FINES DUE STATE	ZWICK/7501804-2	\$300.00
G 101-24240	COURT FINES DUE STATE	ZWICK/N829069-3	\$148.80
G 101-12110	PROPERTY TAX REFUNDS	PROPERTY TAX REFUND	\$79.87
G 101-12110	PROPERTY TAX REFUNDS	PROPERTY TAX REFUND	\$238.94
G 101-12110	PROPERTY TAX REFUNDS	PROPERTY TAX REFUND	\$35.76
G 101-12110	PROPERTY TAX REFUNDS	PROPERTY TAX REFUND	\$67.45
G 101-12110	PROPERTY TAX REFUNDS	PROPERTY TAX REFUND	\$52.22
G 101-12110	PROPERTY TAX REFUNDS	PROPERTY TAX REFUND	\$44.08
G 101-12110	PROPERTY TAX REFUNDS	PROPERTY TAX REFUND	\$293.08
G 101-12110	PROPERTY TAX REFUNDS	PROPERTY TAX REFUND	\$234.80
G 101-12110	PROPERTY TAX REFUNDS	PROPERTY TAX REFUND	\$29.59
G 101-12110	PROPERTY TAX REFUNDS	PROPERTY TAX REFUND	\$228.67
G 101-12110	PROPERTY TAX REFUNDS	PROPERTY TAX REFUND	\$89.71
G 101-12110	PROPERTY TAX REFUNDS	PROPERTY TAX REFUND	\$54.45
G 101-12110	PROPERTY TAX REFUNDS	PROPERTY TAX REFUND	\$135.61
G 101-12110	PROPERTY TAX REFUNDS	PROPERTY TAX REFUND	\$75.41
G 101-12110	PROPERTY TAX REFUNDS	PROPERTY TAX REFUND	\$55.71
G 101-12110	PROPERTY TAX REFUNDS	PROPERTY TAX REFUND	\$111.42
G 101-12110	PROPERTY TAX REFUNDS	PROPERTY TAX REFUND	\$53.33
G 101-12110	PROPERTY TAX REFUNDS	PROPERTY TAX REFUND	\$974.30
G 101-12110	PROPERTY TAX REFUNDS	PROPERTY TAX REFUND	\$55.38
G 101-12110	PROPERTY TAX REFUNDS	PROPERTY TAX REFUND	\$116.38
G 101-12110	PROPERTY TAX REFUNDS	PROPERTY TAX REFUND	\$65.20
G 403-31841	MURPHY FARMS	PROPERTY TAX REFUND	\$46.52
		OCT-NOV SERVICES	\$1,954.25

Account Descr	Search Name	Comments	Amount
G 403-31861 FOUR WINDS WEST	RUEKERT & MIELKE	OCT-NOV SERVICES	\$7,428.35
G 403-31841 MURPHY FARMS	RUEKERT & MIELKE	OCT-NOV SERVICES	\$2,335.25
G 403-31841 MURPHY FARMS	RUEKERT & MIELKE	OCT-NOV SERVICES	\$1,340.00
G 403-31849 RIVERWALK APTS	RUEKERT & MIELKE	OCT-NOV SERVICES	\$1,219.17
G 403-31786 SANCTUARY OF HARTLAND	RUEKERT & MIELKE	OCT-NOV SERVICES	\$140.53
G 403-31786 SANCTUARY OF HARTLAND	RUEKERT & MIELKE	OCT-NOV SERVICES	\$356.30
G 403-31848 HARTLAND SERVICE	RUEKERT & MIELKE	OCT-NOV SERVICES	\$174.66
G 403-31861 FOUR WINDS WEST	RUEKERT & MIELKE	OCT-NOV SERVICES	\$305.46
G 403-31841 MURPHY FARMS	RUEKERT & MIELKE	OCT-NOV SERVICES	\$508.34
G 403-31841 MURPHY FARMS	RUEKERT & MIELKE	OCT-NOV SERVICES	\$2,467.84
G 101-12110 PROPERTY TAX REFUNDS	RUSS, ANDREW D	PROPERTY TAX REFUND	\$50.11
G 101-12110 PROPERTY TAX REFUNDS	SARDINA, ANTHONY & JEAN	PROPERTY TAX REFUND	\$322.61
G 101-12110 PROPERTY TAX REFUNDS	SAUER, SARAH J	PROPERTY TAX REFUND	\$41.50
G 101-12110 PROPERTY TAX REFUNDS	SCHAEFER, MICHAEL & HEATHER	PROPERTY TAX REFUND	\$106.08
G 101-12110 PROPERTY TAX REFUNDS	SCHMIDT, ROGER & KIM	PROPERTY TAX REFUND	\$73.74
G 101-12110 PROPERTY TAX REFUNDS	SCHNEIDER, JAY & SARAH	PROPERTY TAX REFUND	\$105.32
G 101-12110 PROPERTY TAX REFUNDS	SCHOENWETTER, JANET	PROPERTY TAX REFUND	\$192.26
G 101-12110 PROPERTY TAX REFUNDS	SCHWEDER, ADAM & TRACIE	PROPERTY TAX REFUND	\$289.80
G 101-12110 PROPERTY TAX REFUNDS	SHELDON, CAITLIN	PROPERTY TAX REFUND	\$55.48
G 101-12110 PROPERTY TAX REFUNDS	TOBOLT, LIZ	PROPERTY TAX REFUND	\$111.92
G 101-12110 PROPERTY TAX REFUNDS	WAGNITZ, FRANK M	PROPERTY TAX REFUND	\$29.35
G 101-12110 PROPERTY TAX REFUNDS	WALKER, SCOTT & TAMI	PROPERTY TAX REFUND	\$70.89
G 101-12110 PROPERTY TAX REFUNDS	WEN, XINGYUN	PROPERTY TAX REFUND	\$108.06
G 101-12110 PROPERTY TAX REFUNDS	WHELAN, KEVIN & SUSAN	PROPERTY TAX REFUND	\$47.47
G 101-12110 PROPERTY TAX REFUNDS	WILLOUGHBY, JOHN & PAMELA	PROPERTY TAX REFUND	\$173.41
G 101-12110 PROPERTY TAX REFUNDS	ZARLETTI, DOMINIC	PROPERTY TAX REFUND	\$46.64
G 101-12110 PROPERTY TAX REFUNDS	ZARLING, ROSS	PROPERTY TAX REFUND	\$2,920.24
G 101-12110 PROPERTY TAX REFUNDS	ZEMAN, JEFF	PROPERTY TAX REFUND	\$90.87
G 101-12110 PROPERTY TAX REFUNDS	ZHANG, XIAO	PROPERTY TAX REFUND	\$34.61
EXPENSE Descr			\$35,961.41
EXPENSE Descr AMBULANCE			
E 101-52300-300 OPERATING SUPPLIES/EXPENSES	LAKE COUNTRY FIRE DEPT.	PARAMEDIC INTERCEPT	\$425.00
EXPENSE Descr AMBULANCE			\$425.00
EXPENSE Descr CABLE TELEVISION			
E 101-55370-300 OPERATING SUPPLIES/EXPENSES	FULL COMPASS SYSTEMS LTD	AUDIO MIXER	\$3,229.00
EXPENSE Descr CABLE TELEVISION			\$3,229.00
EXPENSE Descr CORPORATE RESERVE EXPENSES			
E 402-59900-855 LIBRARY EXPENSE	ONTECH SYSTEMS, INC	LIBRARY PROJECT	\$862.91

Account Descr	Search Name	Comments	Amount
EXPENSE Descr CORPORATE RESERVE EXPENSES			\$862.91
EXPENSE Descr FD ADA BATHROOMS			
E 401-79195-285 CONSTRUCTION COSTS	B & K ELECTRIC, INC.	FIRE DEPT BATHROOM REPAIR	\$1,298.70
EXPENSE Descr FD ADA BATHROOMS			\$1,298.70
EXPENSE Descr FINANCIAL ADMINISTRATION			
E 101-51500-530 TAX BILLING/TAX ROLL	AB DATA CLIENT TRUST	TAX INSERTS/FOLDING	\$469.87
E 101-51500-300 OPERATING SUPPLIES/EXPENSES	AT&T	DEC-JAN SERVICE	\$18.48
E 101-51500-300 OPERATING SUPPLIES/EXPENSES	BAILEY, RYAN	REIMBURSE PETTY CASH	\$5.00
E 101-51500-540 AUDITING/ACCOUNTING	BAKER TILLY VIRCHOW KRAUSE	AUDIT PAYMENT #1	\$3,750.00
E 101-51500-300 OPERATING SUPPLIES/EXPENSES	COMPLETE OFFICE OF WISCONSIN	OFFICE SUPPLIES	\$59.99
E 101-51500-290 OUTSIDE SERVICES/CONTRACTS	DIVERSIFIED BENEFIT SERVICES	DEC FSA FEES	\$114.45
EXPENSE Descr FINANCIAL ADMINISTRATION			\$4,417.79
EXPENSE Descr FIRE PROTECTION			
E 101-52200-220 UTILITY SERVICES	AT&T	DEC-JAN SERVICE	\$18.48
E 101-52200-220 UTILITY SERVICES	HARTLAND WATER & SEWER	4TH QUARTER WATER/SEWER	\$220.08
E 101-52200-255 BLDGS/GROUNDS	ORKIN EXTERMINATING	BALANCE FORWARD	\$66.54
E 101-52200-300 OPERATING SUPPLIES/EXPENSES	SUPERIOR CHEMICAL CORP	JANITORIAL SUPPLIES	\$145.11
EXPENSE Descr FIRE PROTECTION			\$450.21
EXPENSE Descr GENERAL ADMINISTRATION			
E 101-51400-300 OPERATING SUPPLIES/EXPENSES	AT&T	DEC-JAN SERVICE	\$18.48
E 101-51400-395 COMMUNITY RELATIONS	BEST EDGE MARKETING LLC	COOLERS	\$88.74
E 101-51400-290 OUTSIDE SERVICES/CONTRACTS	PIQUED INTEREST	NOV-DEC DEVELOPMENT SERVICES	\$1,610.00
EXPENSE Descr GENERAL ADMINISTRATION			\$1,717.22
EXPENSE Descr INSPECTION			
E 101-52400-300 OPERATING SUPPLIES/EXPENSES	AT&T	DEC-JAN SERVICE	\$18.48
EXPENSE Descr INSPECTION			\$18.48
EXPENSE Descr LAW ENFORCEMENT			
E 101-52100-300 OPERATING SUPPLIES/EXPENSES	AT&T	DEC-JAN SERVICE	\$18.49
E 101-52100-300 OPERATING SUPPLIES/EXPENSES	BAILEY, RYAN	REIMBURSE PETTY CASH	\$2.36
E 101-52100-300 OPERATING SUPPLIES/EXPENSES	BIEBELS TRUE VALUE	KEYS	\$5.97
E 802-52100-300 OPERATING SUPPLIES/EXPENSES	CENTER MASS INC	PINS	\$434.36
E 101-52100-300 OPERATING SUPPLIES/EXPENSES	COMPLETE OFFICE OF WISCONSIN	OFFICE SUPPLIES	\$349.83
E 101-52100-300 OPERATING SUPPLIES/EXPENSES	COMPLETE OFFICE OF WISCONSIN	OFFICE SUPPLIES	\$18.35
E 101-52100-290 OUTSIDE SERVICES/CONTRACTS	GORDON FLESCH CO INC	DEC-JAN COPIER MAINTENANCE	\$54.00
E 101-52100-360 VEHICLE MAINT/EXPENSE	HARTLAND SERVICE INC	REPLACE BRAKE/OIL/FILTER-SQ 4	\$815.80
E 101-52100-360 VEHICLE MAINT/EXPENSE	HARTLAND SERVICE INC	NEW BRAKES/OIL CHANGE/SNOW TIRES-SQ 9	\$647.73

Account Descr	Search Name	Comments	Amount
E 101-52100-360 VEHICLE MAINT/EXPENSE	HARTLAND SERVICE INC	LUBE/OIL/FILTER SERVICE-SQ 1	\$60.84
E 101-52100-290 OUTSIDE SERVICES/CONTRACTS	LEXISNEXIS	DEC USER FEE	\$134.50
E 101-52100-300 OPERATING SUPPLIES/EXPENSES	RED THE UNIFORM TAILOR	CLOTHING ALLOWANCE/HAAG	\$278.65
E 101-52100-290 OUTSIDE SERVICES/CONTRACTS	WAUKESHA CTY TREASURER (515)	NOVEMBER PRISONER HOUSING	\$414.98
EXPENSE Descr LAW ENFORCEMENT			
EXPENSE Descr LIBRARY			\$3,235.86
E 101-55110-220 UTILITY SERVICES	AT&T	DEC-JAN SERVICE	\$18.48
E 101-55110-310 BOOKS & MATERIALS	BAKER & TAYLOR (L033027 2)	BOOKS	\$25.73
E 101-55110-310 BOOKS & MATERIALS	BAKER & TAYLOR (L033027 2)	BOOKS	\$30.22
E 101-55110-310 BOOKS & MATERIALS	BAKER & TAYLOR (L033027 2)	BOOKS	\$81.71
E 101-55110-310 BOOKS & MATERIALS	BAKER & TAYLOR (L033027 2)	BOOK	\$12.59
E 101-55110-310 BOOKS & MATERIALS	BAKER & TAYLOR (L033027 2)	BOOKS	\$45.92
E 101-55110-255 BLDGS/GROUNDS	BAKER & TAYLOR (L539676 2)	BOOKS	\$38.31
E 101-55110-300 OPERATING SUPPLIES/EXPENSES	BIEBELS TRUE VALUE	LAMP SOCKET	\$8.98
E 101-55110-310 BOOKS & MATERIALS	EXECU PRINT	NEWSLETTERS	\$48.00
E 101-55110-310 BOOKS & MATERIALS	GALE/CENGAGE LEARNING	LARGE PRINT	\$27.87
E 101-55110-310 BOOKS & MATERIALS	GALE/CENGAGE LEARNING	LARGE PRINTS	\$59.02
E 101-55110-220 UTILITY SERVICES	HARTLAND WATER & SEWER	4TH QUARTER WATER/SEWER	\$287.99
E 101-55110-300 OPERATING SUPPLIES/EXPENSES	NANCY MASSNICK, LIBRARY DIR	PETTY CASH	\$104.82
E 101-55110-290 OUTSIDE SERVICES/CONTRACTS	ONTECH SYSTEMS, INC	MAINTENANCE RENEWAL	\$408.00
E 101-55110-310 BOOKS & MATERIALS	RECORDED BOOKS LLC	CD	\$39.99
E 101-55110-300 OPERATING SUPPLIES/EXPENSES	THIS GREAT COFFEE PLACE	FOOD FOR MEMORY CAFÉ/DOWNTOWN ABBEY TEA	\$192.00
E 101-55110-290 OUTSIDE SERVICES/CONTRACTS	WI DEPT OF ADMINISTRATION	JULY-DEC TEACH SERVICES	\$600.00
EXPENSE Descr LIBRARY			\$2,029.63
EXPENSE Descr MAPLE AVE (E CAPITOL TO RR)			
E 401-70380-290 OUTSIDE SERVICES/CONTRACTS	RUEKERT & MIELKE	OCT-NOV SERVICES	\$55.40
EXPENSE Descr MAPLE AVE (E CAPITOL TO RR)			\$55.40
EXPENSE Descr MUNICIPAL BUILDING			
E 101-51600-290 OUTSIDE SERVICES/CONTRACTS	ALSCO	FLOOR MAT SERVICE	\$103.97
E 101-51600-255 BLDGS/GROUNDS	BAILEY, RYAN	REIMBURSE PETTY CASH	\$12.13
E 101-51600-220 UTILITY SERVICES	HARTLAND WATER & SEWER	4TH QUARTER WATER/SEWER	\$355.83
EXPENSE Descr MUNICIPAL BUILDING			\$471.93
EXPENSE Descr PARKS			
E 101-55200-220 UTILITY SERVICES	HARTLAND WATER & SEWER	4TH QUARTER WATER/SEWER	\$617.45
EXPENSE Descr PARKS			\$617.45
EXPENSE Descr PUBLIC WORKS			
E 101-53000-220 UTILITY SERVICES	AT&T	DEC-JAN SERVICE	\$18.49

Account Descr	Search Name	Comments	Amount
E 101-53000-360 VEHICLE MAINT/EXPENSE	AUTOMOTIVE PARTS & EQUIPMENT	LIGHT	\$262.50
E 101-53000-360 VEHICLE MAINT/EXPENSE	AUTOMOTIVE PARTS & EQUIPMENT	WINTER DEFENSE/BULB/MAT	\$246.80
E 101-53000-360 VEHICLE MAINT/EXPENSE	AUTOMOTIVE PARTS & EQUIPMENT	LAMP/PLUG/FILTER	\$82.16
E 101-53000-360 VEHICLE MAINT/EXPENSE	AUTOMOTIVE PARTS & EQUIPMENT	HEAT SHRINK TUBE	\$88.52
E 101-53000-345 STAFF EDUCATION/TRAINING	BAILEY, RYAN	REIMBURSE PETTY CASH	\$5.00
E 101-53000-360 VEHICLE MAINT/EXPENSE	E.H. WOLF	DIESEL FUEL	\$95.97
E 101-53000-360 VEHICLE MAINT/EXPENSE	E.H. WOLF	DIESEL FUEL	\$583.87
E 101-53000-360 VEHICLE MAINT/EXPENSE	E.H. WOLF	UNLEADED FUEL	\$735.70
E 101-53000-360 VEHICLE MAINT/EXPENSE	E.H. WOLF	OIL/TRACTOR HYDRAULIC FLUID	\$770.55
E 101-53000-180 OTHER BENEFITS	FELKNER, DAVID	REIMBURSE CLOTHING ALLOWANCE	\$5.62
E 101-53000-180 OTHER BENEFITS	GEORGENSON, JOSH	REIMBURSE CLOTHING ALLOWANCE	\$200.00
E 101-53000-430 SNOW & ICE REMOVAL	GRAY S INC	WING PLOW BLADES	\$2,189.60
E 101-53000-410 STREETS GEN MAINT	HARTLAND QUIK LUBE	PROPANE	\$16.99
E 101-53000-220 UTILITY SERVICES	HARTLAND WATER & SEWER	4TH QUARTER WATER/SEWER	\$237.35
E 101-53000-290 OUTSIDE SERVICES/CONTRACTS	RUEKERT & MIELKE	OCT-NOV SERVICES	\$138.00
E 101-53000-180 OTHER BENEFITS	SPIC AND SPAN INC	UNIFORMS 12/23/15	\$126.00
E 101-53000-180 OTHER BENEFITS	SPIC AND SPAN INC	UNIFORMS 12/02/15	\$99.00
E 101-53000-180 OTHER BENEFITS	SPIC AND SPAN INC	UNIFORMS 12/09/15	\$131.00
E 101-53000-180 OTHER BENEFITS	SPIC AND SPAN INC	UNIFORMS 12/30/15	\$99.00
E 101-53000-180 OTHER BENEFITS	SPIC AND SPAN INC	UNIFORMS 12/16/15	\$99.00
E 101-53000-360 VEHICLE MAINT/EXPENSE	TRUCK COUNTRY OF WISCONSIN	THROTTLE PEDAL #27	\$555.65
EXPENSE Descr PUBLIC WORKS			\$6,786.77
EXPENSE Descr RECREATION PROGRAMS/EVENTS			
E 101-55300-300 OPERATING SUPPLIES/EXPENSES	AT&T	DEC-JAN SERVICE	\$18.48
E 101-55300-290 OUTSIDE SERVICES/CONTRACTS	DUMA, KERRY	DEC GENTLE YOGA	\$168.00
E 101-55300-290 OUTSIDE SERVICES/CONTRACTS	DUMA, KERRY	DEC MODERATE YOGA	\$100.80
E 101-55300-290 OUTSIDE SERVICES/CONTRACTS	DUMA, KERRY	DEC GENTLE YOGA	\$302.40
E 101-55300-290 OUTSIDE SERVICES/CONTRACTS	DUMA, KERRY	DEC GENTLE YOGA	\$134.40
E 101-55300-290 OUTSIDE SERVICES/CONTRACTS	DUSOLD, CAROL	DEC NIA	\$64.00
E 101-55300-290 OUTSIDE SERVICES/CONTRACTS	HAMPE, CHRISTINA	ZUMBA PUNCH CARDS	\$82.40
E 101-55300-290 OUTSIDE SERVICES/CONTRACTS	HAMPE, CHRISTINA	NOV-JAN ZUMBA SESSION	\$70.00
E 101-55300-290 OUTSIDE SERVICES/CONTRACTS	NELSON, JOANNE	DEC WAKE UP THE WRITER WITHIN	\$33.60
E 101-55300-290 OUTSIDE SERVICES/CONTRACTS	OLSEN, MARJORIE	DEC CORE FITNESS	\$64.00
E 101-55300-290 OUTSIDE SERVICES/CONTRACTS	OLSEN, MARJORIE	DEC CORE FITNESS	\$96.00
E 101-55300-290 OUTSIDE SERVICES/CONTRACTS	OLSEN, MARJORIE	DEC CORE FITNESS	\$64.00
E 101-55300-290 OUTSIDE SERVICES/CONTRACTS	SCHOLTKA, JENNIFER J	ZUMBA PUNCH CARDS	\$82.40
E 101-55300-290 OUTSIDE SERVICES/CONTRACTS	SCHOLTKA, JENNIFER J	NOV-JAN ZUMBA SESSION	\$70.00
E 101-55300-290 OUTSIDE SERVICES/CONTRACTS	SPRECHER, MARIA	DEC QIGONG	\$64.00
E 101-55300-290 OUTSIDE SERVICES/CONTRACTS	WEHLAGE, MARY	DEC CHAIR YOGA	\$28.80
E 101-55300-290 OUTSIDE SERVICES/CONTRACTS	WEHLAGE, MARY	DEC CHAIR YOGA	\$115.20

Account Descr	Search Name	Comments	Amount
E 101-55300-290 OUTSIDE SERVICES/CONTRACTS	WEHLAGE, MARY	DEC YOGA FOR LIFE	\$96.00
E 101-55300-290 OUTSIDE SERVICES/CONTRACTS	WEHLAGE, MARY	DEC YOGA FOR LIFE	\$288.00
E 101-55300-290 OUTSIDE SERVICES/CONTRACTS	WEHLAGE, MARY	DEC YOGA FOR LIFE	\$316.80
E 101-55300-290 OUTSIDE SERVICES/CONTRACTS	WEHLAGE, MARY	DEC YOGA FOR LIFE	\$320.00
EXPENSE Descr RECREATION PROGRAMS/EVENTS			
EXPENSE Descr SEWER SERVICE			\$2,579.28
E 204-53610-385 MAINTENANCE-COLLECT EQP PUMP	AT&T	DEC-JAN SERVICE	\$18.49
E 204-53610-290 OUTSIDE SERVICES/CONTRACTS	BAKER TILLY VIRCHOW KRAUSE	AUDIT PAYMENT #1	\$250.00
E 204-53610-290 OUTSIDE SERVICES/CONTRACTS	DIVERSIFIED BENEFIT SERVICES	DEC FSA FEES	\$17.61
E 204-53610-380 MAINTENANCE-SEWAGE SYSTEM COLL	NEENAH FOUNDRY CO	GRATE/FRAME	\$1,660.00
E 204-53610-300 OPERATING SUPPLIES/EXPENSES	VILLAGE GRAPHICS	PRINTING WATER SERVICE DOOR HANGERS	\$126.58
E 204-53610-390 BILLING/COLLECTION/ACCOUNTING	VILLAGE GRAPHICS	FOLD/INSERT WATER BILLS	\$204.00
EXPENSE Descr SEWER SERVICE			\$2,276.68
EXPENSE Descr TIF FUND EXPENSES			
E 216-58300-290 OUTSIDE SERVICES/CONTRACTS	NUGENT, HEIDI	RELOCATION EXPENSES	\$1,000.00
E 216-58300-290 OUTSIDE SERVICES/CONTRACTS	NUGENT, HEIDI	RELOCATION EXPENSES	\$794.20
EXPENSE Descr TIF FUND EXPENSES			\$1,794.20
EXPENSE Descr WATER UTILITY			
E 620-53700-605 MAINTENANCE-WATER SOURCE PLANT	AT&T	DEC-JAN SERVICE	\$18.49
E 620-53700-933 TRANSPORTATION EXPENSES	AUTOMOTIVE PARTS & EQUIPMENT	BRAKE ROTOR	\$226.98
E 620-53700-930 MISC GENERAL EXPENSES	BAILLEY, RYAN	REIMBURSE PETTY CASH	\$5.50
E 620-53700-923 OUTSIDE SERVICES	BAKER TILLY VIRCHOW KRAUSE	AUDIT PAYMENT #1	\$250.00
E 620-53700-923 OUTSIDE SERVICES	DIVERSIFIED BENEFIT SERVICES	DEC FSA FEES	\$44.02
E 620-53700-651 MAINTENANCE OF MAINS	OKAUCHEE REDI-MIX INC	SLURRY	\$848.00
E 620-53700-923 OUTSIDE SERVICES	RUEKERT & MIELKE	OCT-NOV SERVICES	\$240.00
E 620-53700-903 CUSTOMER ACCTS - SUPPLIES/EXP	VILLAGE GRAPHICS	FOLD/INSERT WATER BILLS	\$204.00
E 620-53700-903 CUSTOMER ACCTS - SUPPLIES/EXP	VILLAGE GRAPHICS	PRINTING WATER SERVICE DOOR HANGERS	\$126.58
E 620-53700-622 POWER FOR PUMPING	WE ENERGIES	DEC-MICRO BOOSTER	\$49.51
EXPENSE Descr WATER UTILITY			\$2,013.08
			\$70,241.00

VILLAGE OF HARTLAND
 Voucher List - January 11, 2016

Account Descr	Search Name	Comments	Amount
EXPENSE Descr			
G 101-12110 PROPERTY TAX REFUNDS	BOWE JR, ROBERT & TRACY	PROPERTY TAX REFUND	\$29.43
G 101-12110 PROPERTY TAX REFUNDS	CARDENAS, JEFFREY	PROPERTY TAX REFUND	\$61.67
G 101-12110 PROPERTY TAX REFUNDS	FANNING, CHRISTOPHER & AMY	PROPERTY TAX REFUND	\$50.73
G 101-12110 PROPERTY TAX REFUNDS	FARIS, CHRISTOPHER & CINDY	PROPERTY TAX REFUND	\$48.56
G 101-12110 PROPERTY TAX REFUNDS	FRASER, DANA A	PROPERTY TAX REFUND	\$46.24
G 101-12110 PROPERTY TAX REFUNDS	GIFFORD, KEVIN & LEE	PROPERTY TAX REFUND	\$84.81
G 101-12110 PROPERTY TAX REFUNDS	HANSEN, AMY BETH	PROPERTY TAX REFUND	\$9.97
G 101-12110 PROPERTY TAX REFUNDS	HOLZLI, SCOTT & JULIE	PROPERTY TAX REFUND	\$52.82
G 101-12110 PROPERTY TAX REFUNDS	KARBASSI, NICK	PROPERTY TAX REFUND	\$44.75
G 101-12110 PROPERTY TAX REFUNDS	KEEHN, KEVIN & TERI	PROPERTY TAX REFUND	\$1,718.72
G 101-12110 PROPERTY TAX REFUNDS	LESKO, JOHN	PROPERTY TAX REFUND	\$48.76
G 101-12110 PROPERTY TAX REFUNDS	MANSER, THOMAS P	PROPERTY TAX REFUND	\$58.08
G 101-12110 PROPERTY TAX REFUNDS	MATTON, WILLIAM & CAROL	PROPERTY TAX REFUND	\$49.55
G 101-21560 LIFE INSURANCE DEDUCT PAYABLE	MINNESOTA LIFE INSURANCE CO	FEB PREMIUM	\$803.28
G 101-12110 PROPERTY TAX REFUNDS	MOEHRKE, GOEFFREY & LISA	PROPERTY TAX REFUND	\$6,635.68
R 101-46730 RECREATION CLASSES	MURPHY, MICHELLE	INTERMEDIATE ARCHERY CLASS	\$57.00
G 101-12110 PROPERTY TAX REFUNDS	OKEY, ERIC & KRISTEN	PROPERTY TAX REFUND	\$6,684.15
G 101-12110 PROPERTY TAX REFUNDS	SAFRANEK, RYAN J & ANGELA M	PROPERTY TAX REFUND	\$77.26
G 101-12110 PROPERTY TAX REFUNDS	SCHROECKENTHALER, ANTHONY	PROPERTY TAX REFUND	\$36.15
G 101-12110 PROPERTY TAX REFUNDS	THIEDE, JEREMY & SHARON	PROPERTY TAX REFUND	\$83.78
G 101-21593 LONG TERM HEALTH CARE	TRANSAMERICA PREMIER LIFE INS	JAN PREMIUMS/ROSCH	\$149.92
EXPENSE Descr			\$16,831.31
EXPENSE Descr AMBULANCE			
E 101-52300-150 HEALTH/DENTAL/LIFE	MINNESOTA LIFE INSURANCE CO	FEB PREMIUM	\$8.93
E 101-52300-300 OPERATING SUPPLIES/EXPENSES	WISCONSIN EMS ASSOCIATION	EMS CONF/JAMBRETZ, JAMBRETZ, ANDERSON, REID, S	\$1,050.00
EXPENSE Descr AMBULANCE			\$1,058.93
EXPENSE Descr CORPORATE RESERVE EXPENSES			
E 402-59900-820 POLICE DEPT EXPENSE	SPRINGFIELD ARMORY	WEAPONS	\$8,540.12
E 402-59900-820 POLICE DEPT EXPENSE	STREICHER S	LIGHT/POUCHES/CASES	\$174.99
EXPENSE Descr CORPORATE RESERVE EXPENSES			\$8,715.11
EXPENSE Descr FINANCIAL ADMINISTRATION			
E 101-51500-500 PROPERTY ASSESSMENT	ACCURATE APPRAISAL LLC	ASSESSMENT SERVICES	\$2,450.00
E 101-51500-300 OPERATING SUPPLIES/EXPENSES	COMPLETE OFFICE OF WISCONSIN	OFFICE SUPPLIES	\$35.72

Account Descr	Search Name	Comments	Amount
E 101-51500-290 OUTSIDE SERVICES/CONTRACTS	IMPACT	ANNUAL EMPLOYEE ASSISTANCE PROGRAM	\$3,750.00
E 101-51500-150 HEALTH/DENTAL/LIFE	MINNESOTA LIFE INSURANCE CO	FEB PREMIUM	\$35.92
E 101-51500-290 OUTSIDE SERVICES/CONTRACTS	ONTECH SYSTEMS, INC	ANNUAL COMPUTER CONSULTING	\$2,430.00
E 101-51500-300 OPERATING SUPPLIES/EXPENSES	WI DEPT OF REVENUE (SALES TAX)	BUSINESS TAX REGISTRATION	\$10.00
EXPENSE Descr FINANCIAL ADMINISTRATION			\$8,711.64
EXPENSE Descr FIRE PROTECTION			
E 101-52200-300 OPERATING SUPPLIES/EXPENSES	BIEBELS TRUE VALUE	TAPE	\$7.19
E 101-52200-150 HEALTH/DENTAL/LIFE	MINNESOTA LIFE INSURANCE CO	FEB PREMIUM	\$8.94
E 101-52200-290 OUTSIDE SERVICES/CONTRACTS	ONTECH SYSTEMS, INC	ANNUAL COMPUTER CONSULTING	\$2,700.00
E 101-52200-300 OPERATING SUPPLIES/EXPENSES	WI STATE FIRE CHIEFS ASSOC	ANNUAL MEMBERSHIP	\$95.00
EXPENSE Descr FIRE PROTECTION			\$2,811.13
EXPENSE Descr GENERAL ADMINISTRATION			
E 101-51400-395 COMMUNITY RELATIONS	ASCAP	ANNUAL MUSIC LICENSE	\$336.00
E 101-51400-300 OPERATING SUPPLIES/EXPENSES	COMPLETE OFFICE OF WISCONSIN	OFFICE SUPPLIES	\$104.33
E 101-51400-395 COMMUNITY RELATIONS	HARTLAND AREA CHAMBER COMMERCE	ANNUAL MEMBERSHIP INVESTMENT	\$620.00
E 101-51400-150 HEALTH/DENTAL/LIFE	MINNESOTA LIFE INSURANCE CO	FEB PREMIUM	\$55.43
E 101-51400-290 OUTSIDE SERVICES/CONTRACTS	ONTECH SYSTEMS, INC	ANNUAL COMPUTER CONSULTING	\$2,430.00
E 101-51400-300 OPERATING SUPPLIES/EXPENSES	RESERVE ACCOUNT	POSTAGE REFILL	\$2,500.00
E 101-51400-290 OUTSIDE SERVICES/CONTRACTS	RHYME BUSINESS PRODUCTS LLC	JAN COPIER	\$252.00
E 101-51400-300 OPERATING SUPPLIES/EXPENSES	V.A.L.U.E. IN LOCAL GOVERNMENT	ANNUAL MEMBERSHIP FEE	\$35.00
E 101-51400-300 OPERATING SUPPLIES/EXPENSES	WI CITY/COUNTY MGMT ASSOC	MEMBERSHIP/COX	\$155.25
EXPENSE Descr GENERAL ADMINISTRATION			\$6,488.01
EXPENSE Descr LAW ENFORCEMENT			
E 101-52100-300 OPERATING SUPPLIES/EXPENSES	BIEBELS TRUE VALUE	EXTENSION CORD/WIRE CONNECTOR	\$10.49
E 101-52100-300 OPERATING SUPPLIES/EXPENSES	BIEBELS TRUE VALUE	WALL ANCHORS	\$35.94
E 101-52100-360 VEHICLE MAINT/EXPENSE	HARTLAND SERVICE INC	LOF-SQ 2	\$61.60
E 101-52100-360 VEHICLE MAINT/EXPENSE	HARTLAND SERVICE INC	CHARGING SYSTEM/NEW BATTERY/HEADLAMP-SQ3	\$390.35
E 101-52100-290 OUTSIDE SERVICES/CONTRACTS	HUMANE ANIMAL WELFARE SOCIETY	ANNUAL CONTRACT	\$2,772.00
E 101-52100-150 HEALTH/DENTAL/LIFE	MINNESOTA LIFE INSURANCE CO	FEB PREMIUM	\$232.94
E 101-52100-290 OUTSIDE SERVICES/CONTRACTS	ONTECH SYSTEMS, INC	ANNUAL COMPUTER CONSULTING	\$4,860.00
E 101-52100-300 OPERATING SUPPLIES/EXPENSES	PRECISION CARTRIDGE INC	AMMUNITION	\$3,505.37
E 101-52100-300 OPERATING SUPPLIES/EXPENSES	STREICHER S	LIGHT/POUCHES/CASES	\$480.00
E 101-52100-300 OPERATING SUPPLIES/EXPENSES	TASER INTERNATIONAL	SUPPLIES FOR TASER UNITS	\$490.36
E 101-52100-800 CAPITAL OUTLAY	TENZ COMMUNICATIONS	FIRE SUPPRESSION UNITS	\$2,999.95
E 101-52100-290 OUTSIDE SERVICES/CONTRACTS	WAUKESHA CTY POLICE CHIEFS	ANNUAL DUJES/BAGIN	\$35.00
E 101-52100-290 OUTSIDE SERVICES/CONTRACTS	WAUKESHA CTY POLICE CHIEFS	ANNUAL DUJES/ROSCH	\$50.00
E 101-52100-290 OUTSIDE SERVICES/CONTRACTS	WI CHIEFS OF POLICE ASSOC INC	ANNUAL MEMBERSHIP/BAGIN	\$65.00
E 101-52100-290 OUTSIDE SERVICES/CONTRACTS	WI CHIEFS OF POLICE ASSOC INC	ANNUAL MEMBERSHIP/ROSCH	\$100.00

Account Descr	Search Name	Comments	Amount
E 101-52100-290 OUTSIDE SERVICES/CONTRACTS	WILEAG	ANNUAL PROGRAM FEE	\$600.00
E 101-52100-300 OPERATING SUPPLIES/EXPENSES	WILEAG	BREAKFAST/CHIEF'S CONFERENCE	\$15.00
E 101-52100-300 OPERATING SUPPLIES/EXPENSES	WPLF	CONFERENCE-COLLURA/KELSEY	\$370.00
EXPENSE Descr LAW ENFORCEMENT			\$17,074.00
EXPENSE Descr LIBRARY			
E 101-55110-325 PERIODICALS	FREEMAN NEWSPAPERS	ANNUAL SUBSCRIPTION	\$120.00
E 101-55110-250 JANITORIAL SERVICE	KLEAN LINE LLC	JAN JANITORIAL SERVICE	\$685.00
E 101-55110-150 HEALTH/DENTAL/LIFE	MINNESOTA LIFE INSURANCE CO	FEB PREMIUM	\$95.10
E 101-55110-290 OUTSIDE SERVICES/CONTRACTS	ONTECH SYSTEMS, INC	ANNUAL COMPUTER CONSULTING	\$3,780.00
E 101-55110-290 OUTSIDE SERVICES/CONTRACTS	RICOH AMERICAS CORP	JAN COPIER LEASE	\$76.35
E 101-55110-290 OUTSIDE SERVICES/CONTRACTS	RICOH AMERICAS CORP	JAN COPIER LEASE	\$66.01
EXPENSE Descr LIBRARY			\$4,822.46
EXPENSE Descr MUNICIPAL BUILDING			
E 101-51600-290 OUTSIDE SERVICES/CONTRACTS	ALSCO	FLOOR MAT SERVICE	\$109.01
E 101-51600-290 OUTSIDE SERVICES/CONTRACTS	KLEAN LINE LLC	JAN JANITORIAL SERVICE	\$705.00
EXPENSE Descr MUNICIPAL BUILDING			\$814.01
EXPENSE Descr PUBLIC WORKS			
E 101-53000-360 VEHICLE MAINT/EXPENSE	BIEBELS TRUE VALUE	NUTS/BOLTS	\$14.04
E 101-53000-150 HEALTH/DENTAL/LIFE	MINNESOTA LIFE INSURANCE CO	FEB PREMIUM	\$304.43
E 101-53000-290 OUTSIDE SERVICES/CONTRACTS	ONTECH SYSTEMS, INC	ANNUAL COMPUTER CONSULTING	\$2,700.00
E 101-53000-345 STAFF EDUCATION/TRAINING	WAUKESHA CTY PUBLIC WORKS ASSO	ANNUAL MEMBERSHIP	\$70.00
E 101-53000-345 STAFF EDUCATION/TRAINING	WAUKESHA CTY PUBLIC WORKS ASSO	ANNUAL MEMBERSHIP	\$70.00
EXPENSE Descr PUBLIC WORKS			\$3,158.47
EXPENSE Descr RECREATION PROGRAMS/EVENTS			
E 101-55300-290 OUTSIDE SERVICES/CONTRACTS	ARROWHEAD UNION HIGH SCHL DIS	LEARN TO SKATE-NO RENTAL	\$64.00
E 101-55300-290 OUTSIDE SERVICES/CONTRACTS	ARROWHEAD UNION HIGH SCHL DIS	LEARN TO SKATE-RENTAL	\$230.40
E 101-55300-290 OUTSIDE SERVICES/CONTRACTS	ARROWHEAD UNION HIGH SCHL DIS	LEARN TO SKATE-RENTAL	\$384.00
E 101-55300-290 OUTSIDE SERVICES/CONTRACTS	DEBOER, IRA	UKULELE	\$117.60
E 101-55300-290 OUTSIDE SERVICES/CONTRACTS	MCMANAMAN, PETER	GUITAR JAM	\$198.40
E 101-55300-150 HEALTH/DENTAL/LIFE	MINNESOTA LIFE INSURANCE CO	FEB PREMIUM	\$3.32
E 101-55300-290 OUTSIDE SERVICES/CONTRACTS	ONTECH SYSTEMS, INC	ANNUAL COMPUTER CONSULTING	\$1,620.00
EXPENSE Descr RECREATION PROGRAMS/EVENTS			\$2,617.72
EXPENSE Descr SEWER SERVICE			
E 204-53610-290 OUTSIDE SERVICES/CONTRACTS	ONTECH SYSTEMS, INC	ANNUAL COMPUTER CONSULTING	\$540.00
EXPENSE Descr SEWER SERVICE			\$540.00
EXPENSE Descr WATER UTILITY			

Account Descr	Search Name	Comments	Amount
E 620-53700-923 OUTSIDE SERVICES	ONTECH SYSTEMS, INC	ANNUAL COMPUTER CONSULTING	\$540.00
EXPENSE Descr WATER UTILITY			\$540.00
			<u>\$74,182.79</u>

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Payments

Current Period: DECEMBER 2015

Batch Name	DEC15MC	User Dollar Amt	\$18,592.29		
Payments		Computer Dollar Amt	\$18,592.29		
			\$0.00	In Balance	
Refer	48853 KARGE, SAM	Ck# 008437	12/2/2015		
Cash Payment	G 204-14200 CUSTOMER ACCOUNTS R	REIMBURSE SEWER BILL		\$110.53	
Invoice	0100018400004				
Cash Payment	G 620-14200 CUSTOMER ACCOUNTS R	REIMBURSE WATER BILL		\$215.89	
Invoice	0100018400004				
Transaction Date	1/4/2016	GF Checking	11100	Total	\$326.42
Refer	48854 WE ENERGIES	Ck# 008438	12/2/2015		
Cash Payment	E 620-53700-622 POWER FOR PUMPING	OCT-NOV MANCHESTER		\$849.88	
Invoice	7839302285				
Cash Payment	E 620-53700-622 POWER FOR PUMPING	OCT-NOV SUNNYSLOPE		\$718.40	
Invoice	2293156744				
Cash Payment	E 620-53700-625 MAINTENANCE OF PU	OTC-NOV #3 PUMPHOUSE		\$31.61	
Invoice	3042164324				
Cash Payment	E 101-53000-220 UTILITY SERVICES	OCT-NOV GAS		\$50.72	
Invoice	6056270114				
Cash Payment	E 620-53700-622 POWER FOR PUMPING	OCT-NOV SUNSHINE		\$1,117.60	
Invoice	6473362744				
Cash Payment	E 204-53610-220 UTILITY SERVICES	OCT-NOV HWY 83		\$18.69	
Invoice	6263414559				
Cash Payment	E 620-53700-622 POWER FOR PUMPING	OCT-NOV COVENTRY		\$20.86	
Invoice	1468544962				
Cash Payment	E 101-51600-220 UTILITY SERVICES	OCT-NOV GAS		\$83.90	
Invoice	2663271889				
Cash Payment	E 101-55200-220 UTILITY SERVICES	OCT-NOV PENBROOK		\$16.80	
Invoice	5674217938				
Cash Payment	E 204-53610-220 UTILITY SERVICES	OCT-NOV BRADFORD		\$39.30	
Invoice	5613294504				
Cash Payment	E 620-53700-622 POWER FOR PUMPING	OCT-NOV PENBROK		\$224.47	
Invoice	7851809890				
Cash Payment	E 620-53700-625 MAINTENANCE OF PU	OCT-NOV PENBROOK		\$27.24	
Invoice	7851809890				
Cash Payment	E 101-55200-220 UTILITY SERVICES	OCT-NOV PENBROOK		\$23.82	
Invoice	8613908604				
Cash Payment	E 101-55200-220 UTILITY SERVICES	OCT-NOV CENTENNIAL		\$171.14	
Invoice	0450215442				
Cash Payment	E 101-55200-220 UTILITY SERVICES	OCT-NOV HARTBROOK		\$15.71	
Invoice	0481684333				
Cash Payment	E 101-55200-220 UTILITY SERVICES	OCT-NOV HARTBROOK		\$30.76	
Invoice	9236535835				
Cash Payment	E 101-52200-220 UTILITY SERVICES	OCT SURVIVE ALIVE/GAS		\$11.40	
Invoice	0882882206				
Cash Payment	E 101-52200-220 UTILITY SERVICES	OCT-NOV SURVIVE ALIVE/ELECT		\$85.04	
Invoice	9205177634				
Cash Payment	E 101-53000-220 UTILITY SERVICES	OCT ELECTRIC		\$535.62	
Invoice	3646056192				

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Payments

Current Period: DECEMBER 2015

Cash Payment	E 101-52200-220 UTILITY SERVICES	OCT ELECTRIC/GAS		\$494.82
	Invoice 0433099006			
Cash Payment	E 620-53700-622 POWER FOR PUMPING	SEPT-OCT HILL ST		\$19.50
	Invoice 1256399293			
Cash Payment	E 101-53000-225 STREET LIGHTING	SEPT-OCT CLOCK		\$25.06
	Invoice 7216041063			
Cash Payment	E 101-53000-225 STREET LIGHTING	OCT-NOV ST LIGHTING		\$293.33
	Invoice 5028427102			
Cash Payment	E 101-53000-225 STREET LIGHTING	OCT-NOV CAMPUS DR		\$396.29
	Invoice 9028267806			
Cash Payment	E 204-53610-220 UTILITY SERVICES	OCT-NOV WOODLANDS		\$41.87
	Invoice 9416057165			
Cash Payment	E 101-55200-220 UTILITY SERVICES	OCT-NOV NIXON		\$26.02
	Invoice 5876199679			
Cash Payment	E 101-55200-220 UTILITY SERVICES	OCT-NOV NIXON		\$65.67
	Invoice 2679405828			
Cash Payment	E 101-55200-220 UTILITY SERVICES	OCT-NOV FAC		\$56.25
	Invoice 0216106875			
Cash Payment	E 101-55200-220 UTILITY SERVICES	OCT-NOV NIXON		\$18.28
	Invoice 0096257859			
Cash Payment	E 101-55200-220 UTILITY SERVICES	OCT-NOV BARK RIVER		\$112.80
	Invoice 9032161219			
Cash Payment	E 101-55200-220 UTILITY SERVICES	OCT-NOV NIXON		\$21.41
	Invoice 8805432113			
Cash Payment	E 620-53700-625 MAINTENANCE OF PU	SEPT-OCT SUNSHINE		\$19.17
	Invoice 5677024971			
Cash Payment	E 204-53610-220 UTILITY SERVICES	SEPT-OCT CRYSTAL		\$84.44
	Invoice 6068808002			
Cash Payment	E 204-53610-220 UTILITY SERVICES	SEPT-OCT RUSTIC		\$29.13
	Invoice 9264030069			
Cash Payment	E 620-53700-622 POWER FOR PUMPING	SEPT-OCT BRISTLECONE		\$24.79
	Invoice 5016074048			
Cash Payment	E 204-53610-220 UTILITY SERVICES	SEPT-OCT ARLENE		\$155.57
	Invoice 6475996819			
Cash Payment	E 204-53610-220 UTILITY SERVICES	SEPT-OCT SHADOW RIDGE		\$52.85
	Invoice 7811234819			
Transaction Date	1/4/2016	GF Checking	11100	Total \$6,010.21
Refer	48855	WI DEPT OF FINANCIAL INST	Ck# 008439	12/2/2015
Cash Payment	E 101-51500-300 OPERATING SUPPLIES	NOTARY APPLICATION - DETERT		\$20.00
	Invoice			
Transaction Date	1/4/2016	GF Checking	11100	Total \$20.00
Refer	48856	NOTARY BOND RENEWAL SERVIC	Ck# 008440	12/2/2015
Cash Payment	E 101-51500-300 OPERATING SUPPLIES	NOTARY BOND - DETERT		\$25.00
	Invoice			
Transaction Date	1/4/2016	GF Checking	11100	Total \$25.00
Refer	48857	AMERICAN LITHO	Ck# 008441	12/2/2015
Cash Payment	E 101-55300-300 OPERATING SUPPLIES	POSTAGE (2016 WINTER/SPRING)		\$2,659.82
	Invoice			

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Current Period: DECEMBER 2015

Transaction Date	1/4/2016	GF Checking	11100	Total	\$2,659.82
Refer	48858 AB DATA CLIENT TRUST	Ck# 008442	12/2/2015		
Cash Payment	E 101-51500-530 TAX BILLING/TAX ROLL	2015 TAXES/POSTAGE			\$1,248.00
Invoice					
Transaction Date	1/4/2016	GF Checking	11100	Total	\$1,248.00
Refer	48859 MINNESOTA LIFE INSURANCE CO	Ck# 008443	12/3/2015		
Cash Payment	E 101-51400-150 HEALTH/DENTAL/LIFE	JAN PREMIUM			\$55.43
Invoice					
Cash Payment	E 101-51500-150 HEALTH/DENTAL/LIFE	JAN PREMIUM			\$21.88
Invoice					
Cash Payment	E 101-55300-150 HEALTH/DENTAL/LIFE	JAN PREMIUM			\$3.32
Invoice					
Cash Payment	E 101-52200-150 HEALTH/DENTAL/LIFE	JAN PREMIUM			\$8.94
Invoice					
Cash Payment	E 101-52300-150 HEALTH/DENTAL/LIFE	JAN PREMIUM			\$8.93
Invoice					
Cash Payment	E 101-55110-150 HEALTH/DENTAL/LIFE	JAN PREMIUM			\$95.10
Invoice					
Cash Payment	E 101-52100-150 HEALTH/DENTAL/LIFE	JAN PREMIUM			\$232.94
Invoice					
Cash Payment	E 101-53000-150 HEALTH/DENTAL/LIFE	JAN PREMIUM			\$304.43
Invoice					
Cash Payment	G 101-21560 LIFE INSURANCE DEDUCT	JAN PREMIUM			\$803.28
Invoice					
Transaction Date	1/4/2016	GF Checking	11100	Total	\$1,534.25
Refer	48860 WI SUPPORT COLLECTIONS TRUS	Ck# 008444	12/4/2015		
Cash Payment	G 101-21580 GARNISHMENT DEDUCTIO	PP #25			\$1,234.60
Invoice					
Transaction Date	1/4/2016	GF Checking	11100	Total	\$1,234.60
Refer	48861 AFLAC	Ck# 008445	12/16/2015		
Cash Payment	G 101-21592 AFLAC INS PAYABLE	MONTHLY PREMIUMS			\$319.86
Invoice	038015				
Transaction Date	1/4/2016	GF Checking	11100	Total	\$319.86
Refer	48862 NUGENT, HEIDI	Ck# 008446	12/21/2015		
Cash Payment	E 216-58300-290 OUTSIDE SERVICES/C	RELOCATION EXPENSES			\$2,924.35
Invoice					
Transaction Date	1/4/2016	GF Checking	11100	Total	\$2,924.35
Refer	48863 WI SUPPORT COLLECTIONS TRUS	Ck# 008447	12/21/2015		
Cash Payment	G 101-21580 GARNISHMENT DEDUCTIO	PP #26			\$1,234.60
Invoice					
Transaction Date	1/4/2016	GF Checking	11100	Total	\$1,234.60
Refer	48864 WISCONSIN BUILDING INSPECTIO	Ck# 008448	12/22/2015		
Cash Payment	G 101-23005 EMPLOYEE RECOGNITION	FIRE DONATION			\$300.00
Invoice					
Transaction Date	1/4/2016	GF Checking	11100	Total	\$300.00
Refer	48865 US POSTMASTER	Ck# 008449	12/29/2015		

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Cash Payment	E 101-51400-395 COMMUNITY RELATIO	NEWSLETTER POSTAGE			\$755.18
Invoice					
Transaction Date	1/4/2016	GF Checking	11100	Total	\$755.18

Fund Summary

	11100 GF Checking	
101 GENERAL FUND	\$11,866.15	
204 SEWER	\$532.38	
216 TIF #6	\$2,924.35	
620 WATER FUND	\$3,269.41	
	<hr/>	
	\$18,592.29	

Pre-Written Checks	\$18,592.29
Checks to be Generated by the Computer	\$0.00
Total	<hr/>
	\$18,592.29

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Payments

Current Period: DECEMBER 2015

Batch Name	DEC15WIRE	Payment	Computer Dollar Amt	\$128,152.52	Posted	
Refer	49053	FIRST BANK FINANCIAL CENTRE	Ck# 2015098E	12/31/2015		
Cash Payment	E 101-51500-300	OPERATING SUPPLIES	EBUSINESS BANKING			\$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	12/31/2015	Due 0	GF Checking	11100	Total	\$75.00
Refer	49054	EMPLOYEE TRUST FUNDS	Ck# 2015099E	12/23/2015		
Cash Payment	E 101-51400-150	HEALTH/DENTAL/LIFE	JANUARY HEALTH INSURANCE			\$5,095.11
Invoice						
Cash Payment	E 101-51500-150	HEALTH/DENTAL/LIFE	JANUARY HEALTH INSURANCE			\$2,380.82
Invoice						
Cash Payment	E 101-55300-150	HEALTH/DENTAL/LIFE	JANUARY HEALTH INSURANCE			\$682.45
Invoice						
Cash Payment	E 101-52100-150	HEALTH/DENTAL/LIFE	JANUARY HEALTH INSURANCE			\$29,305.40
Invoice						
Cash Payment	E 101-53000-150	HEALTH/DENTAL/LIFE	JANUARY HEALTH INSURANCE			\$22,761.26
Invoice						
Cash Payment	E 101-55110-150	HEALTH/DENTAL/LIFE	JANUARY HEALTH INSURANCE			\$5,269.97
Invoice						
Cash Payment	E 101-52200-150	HEALTH/DENTAL/LIFE	JANUARY HEALTH INSURANCE			\$1,190.41
Invoice						
Cash Payment	E 101-52300-150	HEALTH/DENTAL/LIFE	JANUARY HEALTH INSURANCE			\$1,190.41
Invoice						
Cash Payment	G 101-21530	INSURANCE DEDUCTIONS	JANUARY HEALTH INSURANCE			\$4,412.07
Invoice						
Cash Payment	G 101-34140	UNFUNDED EMPLOYEE BE	JANUARY HEALTH INSURANCE			\$2,076.80
Invoice						
Transaction Date	12/23/2015	Due 0	GF Checking	11100	Total	\$74,364.70
Refer	49055	WI RETIREMENT SYSTEM	Ck# 2015100E	12/30/2015		
Cash Payment	E 101-55300-140	RETIREMENT BENEFIT	NOVEMBER WRS			\$248.15
Invoice						
Cash Payment	E 101-51400-140	RETIREMENT BENEFIT	NOVEMBER WRS			\$696.07
Invoice						
Cash Payment	E 101-51500-140	RETIREMENT BENEFIT	NOVEMBER WRS			\$282.02
Invoice						
Cash Payment	E 101-52100-140	RETIREMENT BENEFIT	NOVEMBER WRS			\$9,578.64
Invoice						
Cash Payment	E 101-52100-140	RETIREMENT BENEFIT	NOVEMBER WRS			\$635.62
Invoice						
Cash Payment	E 101-52200-140	RETIREMENT BENEFIT	NOVEMBER WRS			\$497.98
Invoice						
Cash Payment	E 101-52300-140	RETIREMENT BENEFIT	NOVEMBER WRS			\$582.11
Invoice						

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Payments

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Cash Payment Invoice	E 101-52200-140 RETIREMENT BENEFIT NOVEMBER WRS					\$18.59
Cash Payment Invoice	E 101-53000-140 RETIREMENT BENEFIT NOVEMBER WRS					\$3,597.76
Cash Payment Invoice	E 101-55110-140 RETIREMENT BENEFIT NOVEMBER WRS					\$1,526.31
Cash Payment Invoice	E 620-53700-926 EMPLOYEE PENSIONS NOVEMBER WRS					\$1,450.59
Cash Payment Invoice	E 204-53610-110 SALARIES NOVEMBER WRS					\$288.76
Cash Payment Invoice	E 204-53610-110 SALARIES NOVEMBER WRS					\$245.88
Cash Payment Invoice	E 204-53610-390 BILLING/COLLECTION/ NOVEMBER WRS					\$337.50
Cash Payment Invoice	G 101-21520 RETIREMENT DEDUCTION NOVEMBER WRS					\$9,327.25
Cash Payment Invoice	G 101-21520 RETIREMENT DEDUCTION NOVEMBER WRS					\$7,526.43
Transaction Date	12/30/2015	Due 0	GF Checking	11100	Total	\$36,839.66
Refer	49056 PAYROLL DATA SERVICES INC		Ck# 2015101E	12/3/2015		
Cash Payment Invoice	E 804-56700-110 SALARIES		12/03/15	BID PAYROLL		\$993.70
Cash Payment Invoice	E 804-56700-760 PAYROLL SERVICE CH		12/03/15	BID PAYROLL		\$35.00
Transaction Date	12/3/2015	Due 0	GF Checking	11100	Total	\$1,028.70
Refer	49057 PAYROLL DATA SERVICES INC		Ck# 2015102E	12/17/2015		
Cash Payment Invoice	E 804-56700-110 SALARIES		12/17/15	BID PAYROLL		\$993.69
Cash Payment Invoice	E 804-56700-760 PAYROLL SERVICE CH		12/17/15	BID PAYROLL		\$35.00
Transaction Date	12/17/2015	Due 0	GF Checking	11100	Total	\$1,028.69
Refer	49058 PAYROLL DATA SERVICES INC		Ck# 2015103E	12/30/2015		
Cash Payment Invoice	E 804-56700-110 SALARIES		12/30/15	BID PAYROLL		\$993.70
Cash Payment Invoice	E 804-56700-110 SALARIES		12/30/15	BID PAYROLL		\$35.00
Transaction Date	12/30/2015	Due 0	GF Checking	11100	Total	\$1,028.70
Refer	49059 THE DEPOSITORY TRUST COMPA		Ck# 2015104E	12/1/2015		
Cash Payment Invoice	E 301-58000-615 DEBT SERVICE - INTE		2010 GO	REFUNDING INTEREST		\$8,325.00
Transaction Date	12/1/2015	Due 0	GF Checking	11100	Total	\$8,325.00
Refer	49060 PAYMENT SERVICE NETWORK		Ck# 2015105E	12/30/2015		
Cash Payment Invoice	E 101-51500-300 OPERATING SUPPLIES		MONTHLY	BILLING FEE		\$30.28
Cash Payment Invoice	E 204-53610-290 OUTSIDE SERVICES/C		MONTHLY	BILLING FEE		\$60.56
Cash Payment Invoice	E 620-53700-923 OUTSIDE SERVICES		MONTHLY	BILLING FEE		\$60.56

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Payments

Current Period: DECEMBER 2015

Transaction Date	12/30/2015	Due 0	GF Checking	11100	Total	\$151.40
Refer	49061	PAYMENT SERVICE NETWORK	Ck# 2015106E	12/30/2015		
Cash Payment	E 101-51500-300	OPERATING SUPPLIES	ONE TIME SETUP FEES			\$108.80
Invoice						
Cash Payment	E 204-53610-290	OUTSIDE SERVICES/C	ONE TIME SETUP FEES			\$217.60
Invoice						
Cash Payment	E 620-53700-923	OUTSIDE SERVICES	ONE TIME SETUP FEES			\$217.60
Invoice						
Transaction Date	12/30/2015	Due 0	GF Checking	11100	Total	\$544.00
Refer	49062	JPMORGAN CHASE BANK	Ck# 2015107E	12/18/2015		
Cash Payment	E 101-55110-310	BOOKS & MATERIALS	AMAZON - CD'S/DVD'S			\$214.32
Invoice						
Cash Payment	E 205-59100-305	EXPENSES-OTHER	OFFICEMAX - PROJECTOR			\$699.99
Invoice						
Cash Payment	E 101-51600-255	BLDGS/GROUNDS	STEINS - PINE BRANCHES			\$49.98
Invoice						
Cash Payment	E 101-55110-255	BLDGS/GROUNDS	STEINS - PINE BRANCHES			\$49.97
Invoice						
Cash Payment	G 101-23005	EMPLOYEE RECOGNITION	LANDS END - VILLAGE LOGO CLOTHING			\$127.40
Invoice						
Cash Payment	E 101-51440-300	OPERATING SUPPLIES	ELECTION SYSTEMS - ELECTION SUPPLIES			\$32.41
Invoice						
Cash Payment	E 101-52300-300	OPERATING SUPPLIES	MID CITY SPORTS - SHIRTS			\$120.00
Invoice						
Cash Payment	E 101-52300-300	OPERATING SUPPLIES	DOMINO'S - PIZZA FOR TRAINING			\$100.25
Invoice						
Cash Payment	E 101-52100-300	OPERATING SUPPLIES	PAYPAL/WPLF - TRAINING FEE			\$135.00
Invoice						
Cash Payment	E 101-52100-300	OPERATING SUPPLIES	OFFICEMAX - OFFICE SUPPLIES			\$104.94
Invoice						
Cash Payment	E 101-52100-300	OPERATING SUPPLIES	HOME DEPOT - PAINT			\$47.96
Invoice						
Cash Payment	E 101-52100-300	OPERATING SUPPLIES	WALMART - PHONE FOR EOC			\$27.81
Invoice						
Cash Payment	E 101-52100-300	OPERATING SUPPLIES	N AMERICAN RESCUE - FIRST AID GEAR			\$54.95
Invoice						
Cash Payment	E 101-52100-300	OPERATING SUPPLIES	SIRCHIE FINGERPRINT - FINGERPRINTING SUPPLIES			\$232.88
Invoice						
Cash Payment	E 101-52100-300	OPERATING SUPPLIES	FARM & FLEET - BOOTS/ROSCH			\$31.52
Invoice						
Cash Payment	E 101-52100-300	OPERATING SUPPLIES	ULINE - STORAGE BOXES			\$96.97
Invoice						
Cash Payment	E 101-52100-300	OPERATING SUPPLIES	KALAHARI - CHIEFS CONF/ROSCH			\$79.00
Invoice						
Cash Payment	E 205-59100-305	EXPENSES-OTHER	WALMART - COFFEE/CANDY/SANTA HATS			\$84.01
Invoice						
Cash Payment	E 205-59100-305	EXPENSES-OTHER	HOME DEPOT - REFRIDGERATOR			\$493.00
Invoice						

Cash Payment

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Payments

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Cash Payment Invoice	E 101-55300-300 OPERATING SUPPLIES WPRA - CONF/YOGERST	\$150.00
Cash Payment Invoice	E 101-55300-300 OPERATING SUPPLIES WALMART - CRAFTING SUPPLIES	\$95.05
Cash Payment Invoice	E 101-55300-300 OPERATING SUPPLIES JOANN FABRICS - CRAFTING SUPPLIES	\$22.96
Cash Payment Invoice	E 101-52100-300 OPERATING SUPPLIES VARIDESK - OFFICE FURNITURE	\$400.00
Cash Payment Invoice	E 101-52100-300 OPERATING SUPPLIES CITY OF MADISON - TRAINING FEE	\$75.25
Cash Payment Invoice	E 803-52100-300 OPERATING SUPPLIES ROCKLER WOOD - DRAWER LOCK FOR TRAILER	\$80.97
Cash Payment Invoice	E 101-52100-300 OPERATING SUPPLIES VARIDESK - OFFICE FURNITURE	\$400.00
Cash Payment Invoice	E 101-52100-300 OPERATING SUPPLIES WPLF - TRAINING/BAGIN	\$135.00
Cash Payment Invoice	E 101-51500-300 OPERATING SUPPLIES GFOA - ANNUAL MEMBERSHIP/BAILEY	\$170.00
Cash Payment Invoice	E 204-53610-385 MAINTENANCE-COLLE SCHNEIDER ELECTRIC - UPS	\$81.05
Cash Payment Invoice	E 620-53700-655 MAINTENANCE OF OT SCHNEIDER ELECTRIC - UPS	\$81.06
Cash Payment Invoice	E 101-53000-410 STREETS GEN MAINT HOME DEPOT - PRIMER	\$5.97
Cash Payment Invoice	E 101-55300-300 OPERATING SUPPLIES SHUTTERSTOCK - IMAGES ON DEMAND	\$287.00
Transaction Date	12/18/2015	
Due 0	GF Checking	11100
	Total	\$4,766.67

Fund Summary

	11100 GF Checking
804 BUSINESS IMPROVEMENT DISTRICT	\$3,086.09
803 MAJOR INCIDENT UNIT	\$80.97
620 WATER FUND	\$1,809.81
301 DEBT SERVICE FUND	\$8,325.00
205 SPECIAL LIBRARY FUND	\$1,277.00
204 SEWER	\$1,231.35
101 GENERAL FUND	\$112,342.30
	<u>\$128,152.52</u>

Pre-Written Checks	\$128,152.52
Checks to be Generated by the Computer	\$0.00
Total	\$128,152.52

**VILLAGE OF HARTLAND
LICENSES AND PERMITS
JANUARY 11, 2016**

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

Jacob Brown
Kaitlin McKee
Zachary Henry
Colton Dutrow
Eric Schneider
Giordano Bartolutti

The Police Chief and Village Clerk recommend approval. Applicant has successfully completed the Responsible Beverage Servers Course.

VILLAGE OF HARTLAND

ORDINANCE NO. _____

AN ORDINANCE TO AMEND CHAPTER 14 OF THE VILLAGE OF HARTLAND MUNICIPAL CODE PERTAINING TO ANIMALS

THE VILLAGE BOARD OF THE VILLAGE OF HARTLAND DO ORDAIN AS FOLLOWS:

Section 1: Chapter 14, Article 1, section 14-8 of the Village of Hartland Municipal Code of Ordinances pertaining to Keeping of Animals is hereby amended to read as follows.

Sec. 14-8. - Keeping of animals; permit. No person shall keep, sell or offer for sale any horses, cows, pigs, goats, sheep, bees, chickens, geese, ducks or other fowl, ~~or~~ any other domestic animal other than a dog, cat, or rabbit, or any pet in violation of Section 14-12 of this Code and-or construct or use shelters therefor within the village without the written permit of the village board. Applications for a permit for authorized animals shall be made to the clerk. This subsection may not apply to the keeping of small caged birds, exclusive of pigeons, small caged animals or reptiles or aquatic and amphibian animals, solely as pets and not for sale.

Section 2: Chapter 14, Article 1, section 14-12 of the Village of Hartland Municipal Code of Ordinances pertaining to Keeping of Pets is hereby amended to read as follows.

Sec. 14-12. - Keeping of pets. No person or household shall keep more than five animals, the maximum number of animals being two of any one species on such land/parcel, or in a dwelling unit if in a multiple building, except by permit as provided in Section 14-8 of this Code. ~~with the exception of~~ This section shall not apply to a litter of pups or kittens, which may be kept for a period of time not to exceed five months from birth.

Section 3: Chapter 14, Article 1, section 14-11(d) of the Village of Hartland Municipal Code of Ordinances pertaining to Animal Care is hereby repealed and replaced with the phrase "Reserved."

Section 4: If any section, sentence, clause, phrase or portion of this ordinance is for any reason held invalid or unconstitutional by any court of competent jurisdiction, such portion shall be deemed a separate, distinct and independent provision, and such holding shall not affect the validity of the remainder of such ordinance.

Section 5: This Ordinance shall take effect and be in full force after adoption and proper publication.

Adopted this _____ day of _____, 2016.

[SIGNATURES FOLLOW]

MEMO

TO: David E. Cox, Village Administrator
FROM: Michael Einweck, Director of Public Works
DATE: December 21, 2015
**SUBJECT: Sanctuary Subdivision Acceptance of
Water and Sanitary Sewer Improvements**

Attached is a request from Mr. Chris Miller in which he requests acceptance of the water and sanitary sewer systems for the Sanctuary Subdivision. The work has been inspected by our Village Engineer, Ruekert - Mielke and Village staff. We are in agreement that the improvements have been completed and acceptance of dedication is recommended. Any correction of items that may occur would be covered by the one year ten percent (10%) guarantee that remains in the Developer's security held by the Village. In addition, the final as-built drawings are being prepared and will be turned over as they are completed.

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

Attachment

cc: Darlene Igl, Village Clerk
Ryan Amtmann, Village Engineer
Mike Gerszewski, DPW Operations Supervisor
Dave Felkner, DPW Utilities Foreman

Mike Einweck

From: Amtmann, Ryan <RAmtmann@ruekert-mielke.com>
Sent: Monday, December 21, 2015 10:32 AM
To: Mike Einweck
Subject: RE: Ready to turn over sewer and water.

Mike,

Steve Pease and Dave Felkner reviewed the sanitary and water facilities in the field today. They have no punch list items to report for the sewer and water.

We are finalizing the sewer and water record drawings. Upon completion we will forward them to Josh for him to print your mylars.

Ryan

From: Mike Einweck [<mailto:mikee@VillageofHartland.com>]
Sent: Tuesday, December 15, 2015 10:28 AM
To: Amtmann, Ryan; Pease, Steve; Mike Gerszewski; Dave Felkner
Cc: Chris (cmiller@millermarriott.com); David Cox; Josh Pudelko (jpudelko@trioeng.com)
Subject: FW: Ready to turn over sewer and water.
Importance: High

To All - Please inspect the sanitary sewer and water systems for the Sanctuary Subdivision and develop a punch list of any items that need correction. This is needed back to me by December 22, 2015 so that I can forward this information to the developer. This would include any items related to the as-builts also.

Thank you!

Michael Einweck, PE
Director of Public Works
Village of Hartland
(262) 367-4880
mikee@villageofhartland.com

From: Chris Miller [<mailto:cmiller@millermarriott.com>]
Sent: Tuesday, December 15, 2015 10:12 AM
To: David Cox; Mike Einweck
Cc: Chris Miller; Lisa Pellegrini; Josh Pudelko (jpudelko@trioeng.com)
Subject: Ready to turn over sewer and water.

Mike and Dave,

We are ready turn over the sewer and water to the village. Please note that the as-builts have been sent to Ryan.

Below are the open items and my agenda for them.

1. IFB parking lot-We are adding a French drain to the stone drain
2. Light poles-We are waiting for a part from Viking that to arrive Monday. We will install ASAP
3. Signage will have in the next week.
4. Bullnose will be put in spring or at second lift.

Thanks,

Chris Miller
Miller Marriott Construction Co. LLC
847-456-2156
www.millermarriott.com

**VILLAGE OF HARTLAND
RESOLUTION NO. 01/11/2016-01**

**“A RESOLUTION ACCEPTING PUBLIC IMPROVEMENTS IN THE
SANCTUARY OF HARTLAND SUBDIVISION”**

WHEREAS, the Village of Hartland and The Sanctuary of Hartland, LLC, a Wisconsin Limited Liability Company, entered into a Developer’s Agreement on October 20, 2014, for the development of The Sanctuary of Hartland Subdivision, and

WHEREAS, The Sanctuary of Hartland, LLC hereinafter called the “Developer” agreed to install certain public improvements in the development, and

WHEREAS, the Developer has installed the water distribution and sanitary sewer system improvements in The Sanctuary Subdivision, all in accordance with the plans and specifications as stated in the Developer’s Agreement;

NOW, THEREFORE BE IT RESOLVED, that the Village of Hartland accepts the dedication of said improvements in The Sanctuary of Hartland Subdivision.

Dated this 11th day of January, 2016.

David C. Lamerand, Village President

ATTEST:

Darlene Igl, MMC/WCPC, Village Clerk

Village of Hartland

JOB DESCRIPTION

Position Title:	Fire Department support staff/auxiliary
Department/Location:	Fire Department
Reports To:	Fire Chief
Employees Supervised:	Fire Department members and support staff
Interrelationships:	Elected officials, community members, fire department members, other fire department employees, vendors, etc.

Position Summary: Support / auxiliary personnel are responsible for responding to emergency medical situations, fires, accidents, drills and other incidents where support and assistance may be needed. These incidents may be dangerous in nature as they may be emergency scenes. The primary goal of the support staff / auxiliary is to provide support at fire calls, medical emergencies, trainings, public relation functions and other station duties. The support / auxiliary member must observe traffic ordinances and regulations concerning emergency vehicle operation whether they are responding from their homes as a paid on call member or responding from the station. Individual duties and responsibilities may vary from member to member, depending on training and capabilities.

Position Duties:

Each essential job function described below is within the scope of duties with actual assignments and the emphasis on specific functions depending on the work that needs to be done at a given time or location. Position duties will vary from candidate to candidate depending on skills and capabilities.

Essential Job Functions:

1. Functions in uncommon situations;
2. Able to follow directions
3. Has a basic understanding of stress response and methods to ensure personal well-being;
4. Has an understanding of body substance isolation;
5. Understands basic medical-legal principles;
6. Functions within the scope of care as defined by state, regional and local regulatory agencies;

7. Complies with regulations on the handling of the deceased, notifies authorities and arranges for protection of property and evidence at the scene under an HFD Officer's guidance if needed.
8. Ensure department policies and procedures are followed.
9. Interact with victims, families and the general public at EMS and FIRE scenes.
10. May be involved in public outreach and education.
11. Assist in promoting fire safety via tours, fire safety program and Public Relations events.
12. Performing practice drills.
13. Work with and support police departments and ambulance service personnel.
14. Comply with physical and academic training to acceptable levels as decided by the Chief.
15. Check and maintain vehicles, equipment, hydrants and water supplies.

Other Duties:

1. Maintain relationships with other local fire departments for mutual aid and training.
2. Attend required meetings, drills and participate actively in any work group, training or committee assignments.
3. Maintain knowledge of administrative procedures and timelines and be able to communicate these to other staff and families.
4. Maintain knowledge of software and equipment used to perform duties at the station:
5. Know, understand and follow applicable safety policies and procedures, including but not limited to: proper lifting techniques, awareness of eye strain, awareness of occupational hazards, use of proper techniques when performing duties while at the station or on the scene.
6. Attend local, regional and state conferences and training opportunities as required by the Chief or his/her staff.
7. Provide support to other members of the department and community as directed by the Chief.

Qualifications:

1. 18 years of age or older
2. Able to work long hours under sometimes hazardous conditions
3. Valid WI Drivers license preferred

4. CPR certification preferred

Personal Attributes Required:

Must be organized and be able to work with minimal direct supervision. Must enjoy detail-oriented work requiring a high level of accuracy. Must be well organized and demonstrate initiative. Must demonstrate the ability to establish and maintain exemplary relationships by using appropriate interpersonal skills. Must understand the need for teamwork, timeliness and accuracy. Must be able to maintain self-control under stressful situations and deadlines without exhibiting negative behaviors. Must be able to maintain confidentiality of sensitive information, and interact with others to accomplish tasks without arousing hostility.

Essential Physical / Mental Requirements:

1. Must be able to communicate effectively on the telephone, via radio and in person to provide information and assistance.
2. Must be able to tolerate small amounts of smoke, heat, etc. in all types of weather conditions. Possible environments include blood borne pathogens, hazardous/flammable materials, radiation, and exhaust.
3. Hearing activity requires the ability to participate in numerous conversations throughout the day, both in person, over the telephone and via radio.
4. Must be able to complete job duties in an environment where background noise and frequent interruptions are the norm.
5. Must have the ability to maintain concentration and focus on tasks requiring timeliness and accuracy.
6. Must be able to lift or assist in lifting over 100 pounds routinely

The above statements are intended to describe the general nature and level of work being performed by the person assigned to this position. Essential job functions are intended to describe those functions that are primary to the performance of this job, and other job duties include those that are considered secondary to the overall purpose of this job.

This job description does not state or imply that the above are the only duties and responsibilities assigned to this position. Employees holding this position will be required to perform any other job-related duties within this job category as requested by management. All requirements are subject to possible modification to reasonably accommodate individuals with a disability.

Originated September 29, 2015