

VILLAGE BOARD AGENDA
MONDAY, FEBRUARY 12, 2018
7:00 PM
BOARD ROOM, MUNICIPAL BUILDING, 210 COTTONWOOD AVENUE

Roll Call

Pledge of Allegiance – Stevens

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

1. Consideration of a motion to approve Village Board minutes of January 22, 2018.
2. Consideration of a motion to approve vouchers for payment.
3. Consideration of actions related to Licenses and Permits
 - a. Actions related to the consideration of the issuance of a “Class B” (Intoxicating) Liquor License for the premises located at 418 Merton Ave. (Java Services LLC, Heidi Nugent, Agent)
 - i. PUBLIC HEARING
 - ii. Consideration of an action related to issuance of a “Class B” Liquor License for Pink Mocha Café
 - b. Items related to St. Charles Fish Fry on Feb. 16, Feb. 23, March 2, March 9, March 16
 - i. Consideration of an application for a Temporary Class B Beer License
 - ii. Consideration of an application for a Temporary Operator’s License
 - c. Consideration of applications for an Operator’s (Bartender) Licenses with a term ending June 30, 2018.
4. Review and direction related to a revised request from the owner of the property east of 1270 E Capitol Drive to divide the property into three parcels without municipal utilities instead of the original two.
5. Discussion and possible consideration of actions related to a resident request for dog waste stations in the Village.
6. Discussion of a proposed development north of CTH K and west of CTH KE and consideration of a motion to set a public hearing regarding proposed Comprehensive Plan amendments related to development in the area for Monday, March 26, 2018 in conjunction with the Regular Village Board meeting contingent on the Plan Commission recommending amendments at its meeting on Monday, February 19, 2018.

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7:00 PM
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7. Consideration of a motion to approve US Bank as payment card provider upon termination of the Village's existing provider agreement.
8. Consideration of a motion to approve a contract with Five Star Fireworks Company, Oconomowoc, in the amount of up to \$16,000 for the 2018 fireworks display.
9. Consideration of a motion to approve the Job Descriptions for the positions of Public Works Laborer and Custodian.
10. 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.
11. 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: February 9, 2018
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 a proposed land division and development without municipal utilities.

Background: Property owner Craig Eisenhut desires to discuss his revised plan to divide a property he owns (former Slugger's bar property; E Capitol Drive) into three parcels. The matter is under consideration by the Plan Commission, which is considering a new zoning district to facilitate the development. The new district would only allow two new lots on the property with a minimum lot size of 30,000 square feet and lot width of at least 120 feet. Nevertheless, the owner wishes to seek Village Board approval of the three parcels and direction to the Plan Commission according to that desire.

Recommendation: Review the request and provide direction.

Item 5 Regarding a resident request for dog waste stations.

Background: The Village Board received a request from a representative of the River Reserve Homeowners Association expressing a concern over the amount of dog waste left in the area of the Ice Age Trail, which follows a portion of the River Reserve subdivision's path, and on other segments of the Trail. The request relates to installation of facilities to provide waste bags, garbage cans and signage to address the problem.

Recommendation: Consider the request.

Item 6 Related to proposed development in the northeast area of the Village.

Background: Based on the County's intent to wait several years before the construction of the rereouted CTH KE, the proposed developer of this area is attempting to work with the County to determine acceptable access into the site. This effort is ongoing. Currently, the Plan Commission is considering proposed amendments to the Village's Comprehensive Plan that would allow increased density in the area and would officially call for the CTH KE realignment to occur from the intersection of Jungbluth Road to the north, which is the future location

currently indicated in the Waukesha County Plan. The Plan Commission is expected to consider the proposed Comprehensive Plan amendments at its meeting on Monday, February 19. In order to facilitate timely further public review, the Village Board is asked to officially set a public hearing on the amendments for Monday, March 26 as part of the Regular Village Board meeting. It is suggested that any motion to set the hearing be conditioned on the Plan Commission making a recommendation regarding the proposed amendments at its upcoming meeting.

Recommendation: Set the public hearing with the condition.

Item 7 Related to using US Bank for payment (“credit”) cards.

Background: As Finance Director Bailey’s memo indicates, the consortium of municipalities that previously worked with Chase bank for payment cards (or “credit cards”) has determined that the agreement with Chase is no longer favorable when compared with the State-bid deal. As such, the Village Board is being asked to consider moving our card purchasing system to US Bank under more favorable rebate terms.

Recommendation: Approve the agreement with US Bank for payment cards.

Item 8 Related to an agreement for fireworks.

Background: As the Board will recall, the Village Budget includes \$16,000 for presenting a fireworks display as part of the Hometown Celebration activities. In 2017, the Village increased the basic amount by \$1,000 to \$16,000. Additionally, in celebration of the Village’s 125th anniversary, an additional \$1,000 was added to the contract. The proposed amount for 2018 is the basic \$16,000 amount.

Recommendation: Approve the agreement for fireworks.

Item 9 Related to Custodian and Laborer Job Descriptions.

Background: As part of the preparation process for hiring a second, part time Custodian, the Job Description has been reviewed and updated to meet the current expectations of the positions and to modernize some of the language. Additionally, during activity related to a recent employee injury and recent hiring activity, it was determined that the Village had never drafted a Job Description for Department of Public Works Laborer. As the Board will recall, this position was previously covered by a collective bargaining agreement that may have served that

purpose. Now that the unit has dissolved, it is appropriate to properly describe the position. The two descriptions have been completed and are presented for approval by the Village Board.

Recommendation: Approve the Job Descriptions.

VILLAGE BOARD MINUTES
MONDAY, JANUARY 22, 2018
7:00 PM
BOARD ROOM, MUNICIPAL BUILDING, 210 COTTONWOOD AVENUE

Roll Call

Pledge of Allegiance – Boy Scouts

Present: Trustees Meyers, Compton, Landwehr, Swenson, Wallschlager, President Pfannerstill

Excused: Trustee Stevens,

Others: Administrator Cox, DPW Director Einweck, Police Chief Bagin, Clerk Igl, Finance Director Bailey, Fire Chief Dean, Captain Kelsey, Tim Hallquist, Jeff Anson, Diane Vernon, Donna Dorau, Operations Supervisor Gerszewski, Juan Montano, Paul Decker, Craig Eisenhut, Scott and Heidi Nugent, Tom Brass

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

1. Motion (Meyers/Swenson) to approve Village Board minutes of January 8, 2018. Carried (6-0).
2. Motion (Landwehr/Swenson) to approve vouchers for payment in the amount of \$202,427.09. Carried (5-0). Meyers abstained.
3. Consideration of actions related to Licenses and Permits
 - a. Actions related to the consideration of a complaint against JC Bogar's, LLC formerly located at 352 Cottonwood Avenue (Juan Montano, President/Agent)
 - i. PUBLIC HEARING

President Pfannerstill opened the Public Hearing at 7:03 p.m. Mr. Montano stated that he had been looking for a new location in Hartland to open an establishment but couldn't find one. He stated that he had enjoyed doing business in Hartland for eight years. The Public Hearing was closed at 7:10 p.m.
 - ii. Consideration of action related to revocation of Class "B"/"Class B" Retailer's Licenses issued to JC Bogar's LLC.

Motion (Swenson/Wallschlager) that the complaint is sustained and the license is therefore revoked. Carried (6-0)/
 - b. Consideration of an application for a Restricted Species permit to allow three dogs at one residence.

Eric Rahmel, 780 E. Imperial Drive, was present to discuss his Restricted Species permit

application which was held from the last Village Board meeting as there were reported incidents with one of the dogs. He stated that he has resided at this address for 19 years having multiple dogs and that an invisible fence is installed in the yard. He stated that the dog slid through the invisible fence on snow in the driveway. He further stated that he did know that dog licenses were required.

Chief Bagin stated that there was an incident that resulted in a woman receiving a small puncture wound and that further, when an officer came to take the report, the same dog snapped at the officer but did not break through his clothing.

Mr. Rahmel stated that the dog in question is in training and has been at this location for four months but was unattended outside at the time of the incident.

Administrator Cox stated that when this type of incident occurs there is a process in place in which the Police Department addresses the behavior issue with the animal and owner. He stated that the Restricted Species permit is related to the facilities, space, etc. being appropriate for the number of animals.

Trustee Meyers raised concerns that the owner had not had the animals licensed as required. Chief Bagin stated that proof of current rabies vaccination was provided to the PD by the owner and that licenses were secured promptly after the incident.

Motion (Meyers/Landwehr) to approve the Restricted Species permit subject to the animals being licensed. Carried (6-0).

- c. Motion (Landwehr/Swenson) to approve an application for Operator's (Bartender) Licenses with a term ending June 30, 2018. Carried (6-0).
 - d. Motion (Compton/Meyers) to approve an application for a change of agent for the Class "A" Beer/Class "A" Liquor license for Walgreen Co., dba Walgreens #09365, 423 Merton Ave., Gina Podhola, Agent. Carried (6-0).
4. Items related to Bill for an Ordinance No. 11/27/17-01 "An Ordinance to Amend Chapter 46 of the Village of Hartland Municipal Code Pertaining to Zoning Ordinance"
- a. CONTINUATION OF PUBLIC HEARING
President Pfannerstill opened the Public Hearing at 7:28 p.m. No comments were heard. The Public Hearing was closed at 7:29 p.m.
 - b. Motion (Landwehr/Swenson) to approve adoption of Bill for an Ordinance No. 11/27/17-01 "An Ordinance to Amend Chapter 46 of the Village of Hartland Municipal Code Pertaining to Zoning Ordinance". Carried (6-0).

Items referred from the January 15, 2018 Plan Commission meeting

5. Consideration of a motion to approve site, building and landscape plans for Austin Plumbing, 530 Norton Drive.

Motion (Meyers/Swenson) to approve site, building and landscape plans for Austin Plumbing subject to the applicant meeting the requirements outlined in the Village Engineer's letter and staff approval of an amended landscape plan for the site. Carried (6-0).

6. Consideration of a motion to approve design for water tower painting.

DPW Director Einweck stated that design options for water tower painting had been provided for consideration. He stated that the option with the bottom painted in a darker color would make dirt and discoloration below the bulb less noticeable. He stated that the tower would still be cleaned as regular maintenance. After a show of hands, motion (Wallschlager/Pfannerstill) to approve the design with the bulb and base painted green. Carried (6-0).

Other Items for Consideration

7. Items related to public improvements in the Four Winds West Subdivision.
 - a. Consideration of a motion to approve a reduction in the Letter of Credit for the Four Winds West subdivision in the amount of \$306,881.03.

Trustee Wallschlager asked whether Village staff had conducted an inspection. DPW Director Einweck stated that he had inspected the roads and the operations supervisor inspected the curbs and sidewalks. He stated that \$40,000 will be held to resolve an outstanding issue with the pond.

Motion (Swenson/Landwehr) to approve a reduction in the Letter of Credit for the Four Winds West subdivision in the amount of \$306,881.03. Carried (6-0).

- b. Motion (Swenson/Landwehr) to adopt Resolution No. 01/22/2018-01 "A Resolution accepting public improvements in the Four Winds West Subdivision." Carried (6-0).
8. Consideration of a motion to approve a WE Energies Electric Distribution Easement at the Coventry Water Tower Site.

DPW Director Einweck stated that in reviewing a permit request to replace a cable in Hartridge, it was found that some areas did not have recorded easements. Motion (Meyers/Swenson) to approve a WE Energies Electric Distribution Easement at the Coventry Water Tower Site. Carried (6-0).

9. Consideration of a motion to approve Change Order No. 2 (Final) to the 2017 Paving Program contract with Payne and Dolan, Inc., to adjust for final quantities with a decrease in the amount of \$108,292 for a revised contract amount of \$940,313.

DPW Director Einweck stated that the reasons for the decrease include contingency items in the contract that were not used, estimated utility repairs that were not needed and the estimated base repair quantities were lower than anticipated. Motion (Meyers/Swenson) to approve

Change Order No. 2 (Final) to the 2017 Paving Program contract with Payne and Dolan, Inc., to adjust for final quantities with a decrease in the amount of \$108,292 for a revised contract amount of \$940,313. Carried (6-0).

10. Consideration of a motion to approve the Job Description for the position of Public Works Seasonal Crew Leader.

Administrator Cox stated that the creation of this position is one item that was discussed as a part of the DPW reorganization. The description includes a provision that allows this position to act as a supervisor in the absence of the normal supervisor. This will also provide an opportunity for staff to learn to supervise. Motion (Swenson/Compton) to approve the Job Description for the position of Public Works Seasonal Crew Leader. Carried (6-0).

11. Update on development north of CTH K and west of CTH KE as proposed by Neumann Companies.

Jeff Anson, 335 Cottonwood Ave., commented that he has heard many people talking about this potential development that do not want the project to move forward and stated that he feels that the Board should listen to the residents.

Administrator Cox stated that the location and timing of construction of a rerouted Hwy KE has been discussed over the last few decades and in particular, over the last two years. Most recently, Neumann Companies has requested an amendment to the Comprehensive Plan to facilitate the construction of a proposed development.

County Board Chairman Paul Decker stated that the reroute of Hwy KE has been before the County board for a period of time. He stated that there are several challenges to that location. He stated that the County operates on a five year capital plan and that to get a project on the plan requires a significant amount of work. Mr. Decker stated that the rerouting of Hwy KE would be approximately a \$5 million dollar project and would take a minimum of six years to get on the plan as the county has other priorities. He further stated that until the county has a reason to put money into a project, they don't. He stated that currently there is not enough traffic flow to force the reroute or warrant that cost.

Trustee Wallschlager stated that she had taken photos of elevations of the property and stated that in her opinion this is the worst location to put a condominium development as the area is already saturated.

It was stated that the Village is not funding the reroute but continues to work with the developer. Administrator Cox stated that the Plan Commission will review the request to the Comp Plan at their Feb. 19 meeting. The amendment request will come to the Village Board in February and a Public Hearing is anticipated in March.

12. Discussion and consideration of a policy regarding agenda preparation.

President Pfannerstill stated that an article in the League magazine regarding creation of an agenda preparation policy that he had discussed with Administrator Cox. The policy includes that the body is in control of its own agenda, no individual can block or remove an item from an agenda and assembly of the agenda is done by staff. Items for the agenda are to be submitted to the Administration no later than the end of business on the Thursday before the meeting. Members of the public do not have to be on an agenda to comments, however, action will not be taken unless the item is listed on the agenda.

Administrator Cox stated that it is intended that the provision of the policy be applicable to all Boards, Committees, Commission or other bodies created by the Village Board.

Motion (Meyers/Wallschlager) to adopt the Agenda Preparation Policy. Carried (6-0).

13. Discussion regarding the designation of an Official Newspaper and Village publicity.

President Pfannerstill stated that he had asked that the Board discuss designating an official newspaper in an effort to get news and information on current events out to residents. Donna Dorau commented that the Chamber has also been discussing the issue of advertising events. Tom Brass stated that he has seen a drastic reduction in community news in Lake Country Now and feels that the Waukesha Freeman has a greater interest in providing local coverage.

Motion (Meyers/Wallschlager) to designate the Waukesha Freeman as the Village's official newspaper. Carried (6-0).

14. 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.

Chief Bagin announced that his retirement celebration is planned for February 28.

15. Motion (Compton/Swenson) to adjourn at 8:29 p.m.

Respectfully submitted,

Darlene Igl
Village Clerk

TO: Village President & Board of Trustees

FROM: Kinsey Detert, Fiscal Clerk

DATE: February 9, 2018

RE: Voucher List & January Tax Settlements

Attached is the voucher list for the February 12, 2018 Village Board meeting.

| | |
|---------------------------|---------------|
| February 12, 2018 Checks: | \$ 417,546.39 |
| January Manual Checks: | \$ 137,555.11 |
| Subtotal of checks: | \$ 555,101.50 |

Listed below are the January tax settlements for:

| | |
|--------------------------|-----------------|
| Hartland/Lakeside School | \$ 2,411,162.47 |
| Arrowhead High School | \$ 2,040,004.20 |
| Lake Country School | \$ 358,420.95 |
| Swallow School | \$ 878,629.38 |
| Merton School | \$ 67,629.05 |
| WCTC | \$ 231,202.77 |
| Waukesha County | \$ 1,224,446.25 |
| Other January Wires: | \$ 2,553,556.59 |
| Total January Wires: | \$ 9,765,051.66 |

The total amount to be approved is: \$ 10,320,153.16

VILLAGE OF HARTLAND
VOUCHER LIST - FEBRUARY 12, 2018

| Account Descr | Search Name | Comments | Amount |
|---|------------------------------|-------------------------------------|-------------|
| EXPENSE Descr | | | |
| G 101-12110 PROPERTY TAX REFUNDS | ADAMSON, KATHLEEN L | 0430124 | \$9,208.95 |
| G 101-23000 SPECIAL DEPOSITS | ALBRIGHTS FIREARMS & SUPPLY | BUSINESS OCC/230 PAWLING AVENUE | \$500.00 |
| G 101-12110 PROPERTY TAX REFUNDS | ANDERSON, JOSEPH & SONJA | 0426019 | \$185.64 |
| G 101-12110 PROPERTY TAX REFUNDS | BOWE JR, ROBERT & TRACY | 0727340001 | \$69.85 |
| R 101-44300 PERMITS | COATES ELECTRIC | PERMIT FEE/3115 STATE ROAD 83 | \$84.50 |
| G 101-12110 PROPERTY TAX REFUNDS | DANIEL, MATTHEW D | 0726039 | \$486.35 |
| G 204-23400 DEPOSITS DUE TO DEL-HART | DELAFIELD-HARTLAND WATER | JANUARY FEES | \$21,695.00 |
| G 804-21520 RETIREMENT DEDUCTIONS PAYABLE | EDWARD JONES | GARDNER IRA | \$60.50 |
| G 101-12110 PROPERTY TAX REFUNDS | FLOR, SUSAN & DANIEL | 0428045 | \$254.73 |
| G 101-21550 UNION DUES DEDUCTIONS PAYABLE | HARTLAND PROFESSIONAL POLICE | FEB DUES | \$394.00 |
| G 101-12110 PROPERTY TAX REFUNDS | HEITZMAN, BRIAN | 0727272 | \$2,828.08 |
| G 101-12110 PROPERTY TAX REFUNDS | HULTMAN, GRANT & MARY | 0427118 | \$117.50 |
| G 101-12110 PROPERTY TAX REFUNDS | JUNG, MICHAEL & JUDY | 0430032 | \$225.87 |
| G 101-12110 PROPERTY TAX REFUNDS | KLOEHN, KRISTINE | 0762113 | \$3,717.77 |
| G 101-12110 PROPERTY TAX REFUNDS | KOEHLER, ROSEMARIE | 0762028002 | \$64.26 |
| G 101-24240 COURT FINES DUE STATE | LAKE CTRY MUNICIPAL COURT | RUSSO/AC719237-1 | \$363.00 |
| G 101-24240 COURT FINES DUE STATE | LAKE CTRY MUNICIPAL COURT | MILLIAN GARCIA/D767352-5 | \$312.60 |
| G 101-12110 PROPERTY TAX REFUNDS | LEE, JASON & KIMBERLY | 0757061 | \$252.33 |
| G 101-12110 PROPERTY TAX REFUNDS | LIU, LIANG | 0392011 | \$82.03 |
| G 101-12110 PROPERTY TAX REFUNDS | LOPPNOW, ANTHONY W | 0762004001 | \$112.02 |
| G 101-12110 PROPERTY TAX REFUNDS | MORRISON, JAMES A | 0727282 | \$2,907.17 |
| G 101-12110 PROPERTY TAX REFUNDS | MURPHY, SEAN P | 0730990001 | \$1,881.04 |
| G 101-12110 PROPERTY TAX REFUNDS | NYLAND, PAUL & JAIME | 0727263 | \$229.74 |
| G 101-12110 PROPERTY TAX REFUNDS | OESTREICH, JOEL & CHRISTINE | 0728172 | \$112.02 |
| G 101-12110 PROPERTY TAX REFUNDS | OSHEA, MICHAEL | 0725085 | \$549.08 |
| G 101-12110 PROPERTY TAX REFUNDS | OSTAPINA, MARK & TERESA | 0727168 | \$2,884.35 |
| G 101-23000 SPECIAL DEPOSITS | OTT DEVELOPMENT | BUSINESS OCC/725 INDUSTRIAL | \$500.00 |
| G 101-12110 PROPERTY TAX REFUNDS | PIER, CHRISTOPHER & ERICA | 0757121 | \$275.62 |
| R 101-46730 RECREATION CLASSES | RANIERI, GRETA | PROGRAM REFUND | \$88.50 |
| R 101-46730 RECREATION CLASSES | RODRIGUEZ, ANITA | WAKE UP THE WRITER WITHIN PROGRAM | \$57.00 |
| G 403-31861 FOUR WINDS WEST | RUEKERT & MIELKE | NOV-DEC FINAL PUNCH LIST/DEDICATION | \$800.00 |
| G 403-31849 RIVERWALK APTS | RUEKERT & MIELKE | NOV-DEC EROSION CONTROL INSPECTIONS | \$166.37 |
| G 403-31849 RIVERWALK APTS | RUEKERT & MIELKE | JAN CONSTRUCTION REVIEW | \$400.00 |
| G 403-31752 BENCHMARK SECURED STORAGE | RUEKERT & MIELKE | NOV-DEC EROSION CONTROL INSPECTIONS | \$419.06 |
| G 403-31754 HM INVESTMENTS | RUEKERT & MIELKE | NOV-DEC EROSION CONTROL INSPECTIONS | \$376.64 |
| G 403-31756 AUSTIN PLUMBING | RUEKERT & MIELKE | DEC-JAN DEVELOPMENT REVIEW | \$1,297.50 |
| G 403-31849 RIVERWALK APTS | RUEKERT & MIELKE | NOV-DEC CONSTRUCTION REVIEW | \$361.52 |
| G 101-12110 PROPERTY TAX REFUNDS | SCHNEIDER, JUDITH | 0423982056 | \$1,945.50 |
| G 101-12110 PROPERTY TAX REFUNDS | SCHROEDER, GLENN & MARY | 0426068 | \$4,024.97 |

| Account Descr | Search Name | Comments | Amount |
|--|------------------------------|-----------------------------------|--------------------|
| G 101-21560 LIFE INSURANCE DEDUCT PAYABLE | SECURIAN FINANCIAL GROUP INC | MARCH PREMIUMS | \$771.62 |
| G 101-23000 SPECIAL DEPOSITS | TILLOTSON, KRISTA | BUSINESS OCC/365 COTTONWOOD STE D | \$500.00 |
| G 101-23170 PERFORMACE BOND DEPOSITS(OCC) | UECKER, HOWARD & SHARON | OCC/413 PARK CT | \$1,500.00 |
| G 101-12110 PROPERTY TAX REFUNDS | WARD, CHRISTOPHER & SARA | 0727061002 | \$2,607.57 |
| G 101-12110 PROPERTY TAX REFUNDS | WEINER, LINDA | 0430034 | \$190.91 |
| R 101-46730 RECREATION CLASSES | WISNIEWSKI, NANCY | ADULT PIANO | \$60.00 |
| G 101-12110 PROPERTY TAX REFUNDS | ZEMAN, JEFF | 0428073 | \$295.42 |
| G 101-12110 PROPERTY TAX REFUNDS | ZOLINSKI, EDWARD & RHONDA | 0757024 | \$5,214.25 |
| EXPENSE Descr | | | <u>\$71,430.83</u> |
| EXPENSE Descr 222/224 WILLOW CT DRAINAGE IMP | | | |
| E 401-74110-290 OUTSIDE SERVICES/CONTRACTS | RUEKERT & MIELKE | WILLOW CT DRAINAGE IMPROVEMENTS | \$274.00 |
| E 401-74110-290 OUTSIDE SERVICES/CONTRACTS | RUEKERT & MIELKE | WILLOW CT DRAINAGE IMPROVEMENTS | \$137.00 |
| EXPENSE Descr 222/224 WILLOW CT DRAINAGE IMP | | | <u>\$411.00</u> |
| EXPENSE Descr 258 BIRCH CT DRAINAGE IMPR | | | |
| E 401-74115-290 OUTSIDE SERVICES/CONTRACTS | RUEKERT & MIELKE | BIRCH CT DRAINAGE IMPROVEMENTS | \$274.00 |
| E 401-74115-290 OUTSIDE SERVICES/CONTRACTS | RUEKERT & MIELKE | BIRCH CT DRAINAGE IMPROVEMENTS | \$137.00 |
| EXPENSE Descr 258 BIRCH CT DRAINAGE IMPR | | | <u>\$411.00</u> |
| EXPENSE Descr AMBULANCE | | | |
| E 101-52300-300 OPERATING SUPPLIES/EXPENSES | AIRGAS USA LLC | OXYGEN | \$820.77 |
| E 101-52300-300 OPERATING SUPPLIES/EXPENSES | BATTERY PRODUCTS INC | BATTERIES | \$22.95 |
| E 101-52300-300 OPERATING SUPPLIES/EXPENSES | EMERGENCY MEDICAL PRODUCTS | EMS SUPPLIES | \$955.18 |
| E 101-52300-300 OPERATING SUPPLIES/EXPENSES | EMERGENCY MEDICAL PRODUCTS | DILTIAZEM | \$37.80 |
| E 101-52300-300 OPERATING SUPPLIES/EXPENSES | EMERGENCY MEDICAL PRODUCTS | PARAMEDIC SUPPLIES/DRUGS | \$1,880.43 |
| E 101-52300-300 OPERATING SUPPLIES/EXPENSES | LAKE COUNTRY FIRE & RESCUE | DEC PARAMEDIC INTERCEPTS | \$1,275.00 |
| E 101-52300-300 OPERATING SUPPLIES/EXPENSES | MUELLERS ELECTRONICS | REPAIR PAGER | \$135.00 |
| E 101-52300-300 OPERATING SUPPLIES/EXPENSES | OFFICE PRO INC | OFFICE SUPPLIES | \$120.48 |
| E 101-52300-300 OPERATING SUPPLIES/EXPENSES | OFFICE PRO INC | CREDIT | -\$71.00 |
| E 101-52300-300 OPERATING SUPPLIES/EXPENSES | OFFICE PRO INC | OFFICE SUPPLIES | \$38.99 |
| E 101-52300-150 HEALTH/DENTAL/LIFE | SECURIAN FINANCIAL GROUP INC | MARCH PREMIUMS | \$20.15 |
| E 101-52300-300 OPERATING SUPPLIES/EXPENSES | U.S. CELLULAR | JAN-FEB CELLULAR | \$73.58 |
| E 101-52300-300 OPERATING SUPPLIES/EXPENSES | WCTC(BILLING) | SPRING CLASSES | \$1,146.69 |
| EXPENSE Descr AMBULANCE | | | <u>\$6,456.02</u> |
| EXPENSE Descr CARDINAL LANE PATCHING | | | |
| E 401-70485-290 OUTSIDE SERVICES/CONTRACTS | RUEKERT & MIELKE | CARDINAL LANE PATCHING | \$274.00 |
| E 401-70485-290 OUTSIDE SERVICES/CONTRACTS | RUEKERT & MIELKE | CARDINAL LANE PATCHING | \$137.00 |
| EXPENSE Descr CARDINAL LANE PATCHING | | | <u>\$411.00</u> |
| EXPENSE Descr CEDAR BEND | | | |
| E 401-70440-290 OUTSIDE SERVICES/CONTRACTS | RUEKERT & MIELKE | CONSTRUCTION SERVICES | \$107.60 |

| Account Descr | Search Name | Comments | Amount |
|--|--------------------------------|--|-------------|
| EXPENSE Descr CEDAR BEND | | | \$107.60 |
| EXPENSE Descr CEMETERY DRIVEWAY REPLACE | | | |
| E 401-79210-290 OUTSIDE SERVICES/CONTRACTS | RUEKERT & MIELKE | CEMETERY DRIVEWAY REPLACEMENT | \$137.00 |
| EXPENSE Descr CEMETERY DRIVEWAY REPLACE | | | \$137.00 |
| EXPENSE Descr DEBT SERVICE | | | |
| E 401-58000-610 PRINCIPAL REDEMPTION | WAUKESHA CTY TREASURER (515) | TRUNKED RADIO REPAYMENT | \$4,854.00 |
| EXPENSE Descr DEBT SERVICE | | | \$4,854.00 |
| EXPENSE Descr DOWNTOWN PARKING LOT PROJECTS | | | |
| E 401-79186-290 OUTSIDE SERVICES/CONTRACTS | RUEKERT & MIELKE | ALLEY RECONSTRUCTION | \$1,585.48 |
| EXPENSE Descr DOWNTOWN PARKING LOT PROJECTS | | | \$1,585.48 |
| EXPENSE Descr ECONOMIC DEVELOPMENT | | | |
| E 804-56700-746 TELEPHONE | CARDMEMBER SERVICES | DEC UVERSE | \$119.93 |
| E 804-56700-744 OFFICE SUPPLIES | CARDMEMBER SERVICES | INTEREST ON CC BALANCE | \$7.30 |
| E 804-56700-719 EVENTS | CARDMEMBER SERVICES | REDUCTION ON FACEBOOK CHARGES | -\$7.27 |
| E 804-56700-140 RETIREMENT BENEFITS | EDWARD JONES | GARDNER IRA | \$60.50 |
| E 804-56700-713 SIGN/AWNING/PAINTING GRANTS | THEIA VISION CARE | SIGN | \$50.00 |
| E 804-56700-718 DISTRICT ADV & MARKET POSITION | VILLAGE GRAPHICS | DISTRICT ADVERTISING | \$28.00 |
| EXPENSE Descr ECONOMIC DEVELOPMENT | | | \$258.46 |
| EXPENSE Descr ELECTIONS | | | |
| E 101-51440-300 OPERATING SUPPLIES/EXPENSES | CONLEY MEDIA LLC | NOTICE/AFFIDAVIT | \$21.83 |
| EXPENSE Descr ELECTIONS | | | \$21.83 |
| EXPENSE Descr ENVIRONMENTAL SERVICES | | | |
| E 201-53635-440 RECYCLING | WAUKESHA CTY TREASURER (515) | HHW MUNICIPAL COST SHARE | \$718.42 |
| EXPENSE Descr ENVIRONMENTAL SERVICES | | | \$718.42 |
| EXPENSE Descr FINANCIAL ADMINISTRATION | | | |
| E 101-51500-300 OPERATING SUPPLIES/EXPENSES | AT&T | JAN-FEB PHONE | \$18.50 |
| E 101-51500-510 INSURANCES | CNA SURETY | BOND/BAILEY | \$86.25 |
| E 101-51500-290 OUTSIDE SERVICES/CONTRACTS | DIVERSIFIED BENEFIT SERVICES | JAN FSA FEES | \$153.00 |
| E 101-51500-500 PROPERTY ASSESSMENT | GROTA APPRAISALS LLC | JAN/FEB ANNUAL ASSESSMENT | \$10,374.00 |
| E 101-51500-150 HEALTH/DENTAL/LIFE | SECURIAN FINANCIAL GROUP INC | MARCH PREMIUMS | \$36.23 |
| EXPENSE Descr FINANCIAL ADMINISTRATION | | | \$10,667.98 |
| EXPENSE Descr FIRE PROTECTION | | | |
| E 101-52200-220 UTILITY SERVICES | AT&T | JAN-FEB PHONE | \$18.50 |
| E 101-52200-300 OPERATING SUPPLIES/EXPENSES | BENDLIN FIRE EQUIPMENT CO, INC | GLOVES | \$290.00 |
| E 101-52200-360 VEHICLE MAINT/EXPENSE | BENDLIN FIRE EQUIPMENT CO, INC | VEHICLE WASH AND WAX/WATER BLADE SQUEEGEES | \$324.50 |
| E 101-52200-255 BLDGS/GROUNDS | BIEBELS TRUE VALUE | BRUSH/ADVANCE BS4 QT | \$24.15 |

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|---|--------------------------------|--|------------|
| E 101-52200-290 OUTSIDE SERVICES/CONTRACTS | ONTECH SYSTEMS, INC | BACKUP EXEC SERVER/CARE PACK FOUNDATION CARE | \$350.00 |
| E 101-52200-150 HEALTH/DENTAL/LIFE | SECURIAN FINANCIAL GROUP INC | MARCH PREMIUMS | \$20.16 |
| E 101-52200-300 OPERATING SUPPLIES/EXPENSES | SUPERIOR CHEMICAL CORP | POWER CLEANER | \$113.62 |
| E 101-52200-220 UTILITY SERVICES | U.S. CELLULAR | JAN-FEB CELLULAR | \$73.58 |
| E 101-52200-300 OPERATING SUPPLIES/EXPENSES | WAUKESHA CTY FIRE CHIEFS ASSOC | WCFA 2018 MEMBERSHIP | \$200.00 |
| E 101-52200-290 OUTSIDE SERVICES/CONTRACTS | WAUKESHA CTY TREASURER (515) | TRUNKED RADIO OPERATION | \$1,131.03 |
| E 101-52200-220 UTILITY SERVICES | WE ENERGIES | DEC-JAN SURVIVE ALIVE/ELECT | \$99.97 |
| E 101-52200-220 UTILITY SERVICES | WE ENERGIES | DEC-JAN SURVIVE ALIVE/GAS | \$40.65 |
| E 101-52200-220 UTILITY SERVICES | WE ENERGIES | DEC-JAN ELECTRIC/GAS | \$1,315.75 |
| EXPENSE Descr FIRE PROTECTION | | | \$4,001.91 |
| EXPENSE Descr GENERAL ADMINISTRATION | | | |
| E 101-51400-300 OPERATING SUPPLIES/EXPENSES | AT&T | JAN-FEB PHONE | \$18.50 |
| E 101-51400-290 OUTSIDE SERVICES/CONTRACTS | CIVIC PLUS | CERTIFICATE ANNUAL FEE | \$50.00 |
| E 101-51400-395 COMMUNITY RELATIONS | EXECU PRINT | HISTORY BOOKS | \$480.50 |
| E 101-51400-395 COMMUNITY RELATIONS | FIVE STAR FIREWORKS INC | DEPOSIT/FIREWORKS | \$4,500.00 |
| E 101-51400-300 OPERATING SUPPLIES/EXPENSES | OFFICE PRO INC | OFFICE SUPPLIES | \$78.15 |
| E 101-51400-300 OPERATING SUPPLIES/EXPENSES | OFFICE PRO INC | OFFICE SUPPLIES | \$73.25 |
| E 101-51400-290 OUTSIDE SERVICES/CONTRACTS | RHYME BUSINESS PRODUCTS LLC | JAN-FEB COPIER | \$306.00 |
| E 101-51400-290 OUTSIDE SERVICES/CONTRACTS | RHYME BUSINESS PRODUCTS LLC | DEC-JAN ADDL IMAGES | \$93.81 |
| E 101-51400-150 HEALTH/DENTAL/LIFE | SECURIAN FINANCIAL GROUP INC | MARCH PREMIUMS | \$56.76 |
| E 101-51400-290 OUTSIDE SERVICES/CONTRACTS | WAUKESHA CTY TREASURER (515) | TRUNKED RADIO OPERATION | \$113.10 |
| E 101-51400-290 OUTSIDE SERVICES/CONTRACTS | WI DEPT OF JUSTICE (CHKS) | JAN BARTENDER/SOLICITOR RECORD CHECKS | \$28.00 |
| EXPENSE Descr GENERAL ADMINISTRATION | | | \$5,798.07 |
| EXPENSE Descr GREYSTONE BLVD | | | |
| E 401-70480-290 OUTSIDE SERVICES/CONTRACTS | RUEKERT & MIELKE | GREYSTONE BLVD | \$709.20 |
| E 401-70480-290 OUTSIDE SERVICES/CONTRACTS | RUEKERT & MIELKE | GREYSTONE BLVD | \$297.00 |
| EXPENSE Descr GREYSTONE BLVD | | | \$1,006.20 |
| EXPENSE Descr INDUSTRIAL/PROGRESS BIO-STORM | | | |
| E 401-74105-290 OUTSIDE SERVICES/CONTRACTS | RUEKERT & MIELKE | SURVEY/ANALYSIS | \$2,105.95 |
| E 401-74105-290 OUTSIDE SERVICES/CONTRACTS | RUEKERT & MIELKE | SURVEY AND ANDALYSIS | \$5,642.25 |
| EXPENSE Descr INDUSTRIAL/PROGRESS BIO-STORM | | | \$7,748.20 |
| EXPENSE Descr INSPECTION | | | |
| E 101-52400-300 OPERATING SUPPLIES/EXPENSES | AT&T | JAN-FEB PHONE | \$18.50 |
| E 101-52400-290 OUTSIDE SERVICES/CONTRACTS | RUEKERT & MIELKE | ECONOMICS/PLANNING SERVICES | \$120.00 |
| EXPENSE Descr INSPECTION | | | \$138.50 |
| EXPENSE Descr LAW ENFORCEMENT | | | |
| E 101-52100-300 OPERATING SUPPLIES/EXPENSES | AT&T | JAN-FEB PHONE | \$18.51 |
| E 101-52100-800 CAPITAL OUTLAY | AXON ENTERPRISE INC | HOLSTERS/TASERS/BATTERY PACKS | \$4,240.76 |

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|---|-------------------------------|--|-------------|
| E 101-52100-300 OPERATING SUPPLIES/EXPENSES | AXON ENTERPRISE INC | HOLSTER | \$61.00 |
| E 101-52100-300 OPERATING SUPPLIES/EXPENSES | BATTERY PRODUCTS INC | BATTERIES | \$118.08 |
| E 802-52100-300 OPERATING SUPPLIES/EXPENSES | CHINOOK MEDICAL GEAR | COMPACT CHES SEAL/GAUZE/COMBAT APPLICATION T | \$981.17 |
| E 101-52100-300 OPERATING SUPPLIES/EXPENSES | COMPETITOR AWARDS & ENGRAVING | RETIREMENT PLAQUE/BAGIN | \$83.00 |
| E 802-52100-300 OPERATING SUPPLIES/EXPENSES | GLOBAL ASSETS INTEGRATED | JUNE TACTICAL EXPLOSIVE BREACHER COURSE | \$1,525.00 |
| E 101-52100-360 VEHICLE MAINT/EXPENSE | HARTLAND SERVICE INC | OIL CHANGE/ALIGNMENT/TIE ROD SQ #2 | \$415.54 |
| E 101-52100-360 VEHICLE MAINT/EXPENSE | HARTLAND SERVICE INC | DIAGNOSE CHECK ENGINE LIGHT SQ #3 | \$183.10 |
| E 101-52100-360 VEHICLE MAINT/EXPENSE | HARTLAND SERVICE INC | REPLACE SPOTLIGHT/OIL CHANGE SQ #3 | \$173.72 |
| E 101-52100-360 VEHICLE MAINT/EXPENSE | HARTLAND SERVICE INC | CHECK ENGINE LIGHT/VENT VALVE SQ #2 | \$385.13 |
| E 101-52100-300 OPERATING SUPPLIES/EXPENSES | JEWELL, ROBERT | REIMBURSE UNIFORM ALLOWANCE | \$61.33 |
| E 101-52100-290 OUTSIDE SERVICES/CONTRACTS | NOTARY BOND RENEWAL SERVICE | NOTARY BONDS/PD ADMN STAFF | \$100.00 |
| E 802-52100-300 OPERATING SUPPLIES/EXPENSES | QUALIFICATION TARGETS INC | WI DOJ/FBI Q/SILHOUETTE TARGETS | \$1,080.23 |
| E 802-52100-300 OPERATING SUPPLIES/EXPENSES | RACINE COUNTY LINE RIFLE CLUB | SCIT RANGE FEE | \$100.00 |
| E 101-52100-300 OPERATING SUPPLIES/EXPENSES | RED THE UNIFORM TAILOR | ALTERATION TO UNIFORM/COLLURA | \$90.00 |
| E 101-52100-300 OPERATING SUPPLIES/EXPENSES | RED THE UNIFORM TAILOR | ALTERATION TO UNIFORM/CHIEF BAGIN | \$65.00 |
| E 101-52100-300 OPERATING SUPPLIES/EXPENSES | RED THE UNIFORM TAILOR | LT DEBARGE UNIFORM | \$342.70 |
| E 101-52100-150 HEALTH/DENTAL/LIFE | SECURIAN FINANCIAL GROUP INC | MARCH PREMIUMS | \$210.90 |
| E 101-52100-300 OPERATING SUPPLIES/EXPENSES | SEEGER, MATTHEW | REIMBURSE MEAL | \$10.00 |
| E 802-52100-300 OPERATING SUPPLIES/EXPENSES | VERIZON WIRELESS | DEC-JAN SERVICE | \$31.79 |
| E 101-52100-290 OUTSIDE SERVICES/CONTRACTS | VERIZON WIRELESS | DEC-JAN SERVICE | \$239.72 |
| E 101-52100-290 OUTSIDE SERVICES/CONTRACTS | VERIZON WIRELESS | DEC-JAN SERVICE | \$388.95 |
| E 802-52100-300 OPERATING SUPPLIES/EXPENSES | VERIZON WIRELESS | DEC-JAN SERVICE | \$39.95 |
| E 101-52100-290 OUTSIDE SERVICES/CONTRACTS | WAUKESHA CTY TREASURER (515) | TRUNKED RADIO OPERATION | \$1,055.63 |
| E 101-52100-300 OPERATING SUPPLIES/EXPENSES | WI DEPT OF FINANCIAL INST | NOTARY RENEWAL APPLICATIONS | \$80.00 |
| E 101-52100-290 OUTSIDE SERVICES/CONTRACTS | WI DEPT OF JUSTICE - TIME | TIME ACCESS/ANNUAL CHARGE | \$1,368.00 |
| EXPENSE Descr LAW ENFORCEMENT | | | \$13,449.21 |
| EXPENSE Descr LIBRARY | | | |
| E 101-55110-345 STAFF EDUCATION/TRAINING | ALA MEMBERSHIP | ANNUAL DUES/MASSNICK | \$140.00 |
| E 101-55110-220 UTILITY SERVICES | AT&T | JAN-FEB PHONE | \$18.50 |
| E 101-55110-300 OPERATING SUPPLIES/EXPENSES | BAYSCAN TECHNOLOGIES | ONE TIME DVD CASES | \$276.00 |
| E 101-55110-255 BLDGS/GROUNDS | BIEBELS TRUE VALUE | PLUMBING SUPPLIES | \$33.79 |
| E 101-55110-310 BOOKS & MATERIALS | BLACKSTONE AUDIO INC | ADULT AUDIOBOOKS | \$147.99 |
| E 101-55110-310 BOOKS & MATERIALS | BLACKSTONE AUDIO INC | ADULT AUDIOBOOKS | \$150.00 |
| E 101-55110-310 BOOKS & MATERIALS | BLACKSTONE AUDIO INC | ADULT AUDIOBOOK | \$50.00 |
| E 101-55110-310 BOOKS & MATERIALS | BLACKSTONE AUDIO INC | ADULT AUDIOBOOK | \$50.00 |
| E 101-55110-310 BOOKS & MATERIALS | BLACKSTONE AUDIO INC | ADULT AUDIOBOOK | \$50.00 |
| E 101-55110-310 BOOKS & MATERIALS | CAVENDISH SQUARE | BOOKS | \$195.54 |
| E 101-55110-300 OPERATING SUPPLIES/EXPENSES | COMPETITOR AWARDS & ENGRAVING | NAME BADGES | \$42.00 |
| E 101-55110-310 BOOKS & MATERIALS | GALE/CENGAGE LEARNING | LARGE PRINT | \$25.41 |
| E 101-55110-255 BLDGS/GROUNDS | HOME DEPOT | BULBS | \$25.95 |
| E 101-55110-255 BLDGS/GROUNDS | HOME DEPOT | BULBS | \$49.97 |

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|---|------------------------------|--------------------------------|--------------------|
| E 101-55110-310 BOOKS & MATERIALS | LOOKOUT BOOKS | BOOKS | \$293.14 |
| E 101-55110-310 BOOKS & MATERIALS | MIDWEST TAPE | CHILDRENS MUSIC | \$15.74 |
| E 101-55110-310 BOOKS & MATERIALS | MIDWEST TAPE | CHILDRENS DVDS | \$103.89 |
| E 101-55110-300 OPERATING SUPPLIES/EXPENSES | NANCY MASSNICK, LIBRARY DIR | PETTY CASH | \$113.89 |
| E 101-55110-300 OPERATING SUPPLIES/EXPENSES | NOONAN, CLAUDIA | REIMBURSE PROGRAM SUPPLIES | \$73.09 |
| E 101-55110-300 OPERATING SUPPLIES/EXPENSES | OFFICE PRO INC | OFFICE SUPPLIES | \$234.26 |
| E 101-55110-300 OPERATING SUPPLIES/EXPENSES | OFFICE PRO INC | OFFICE SUPPLIES | \$337.83 |
| E 101-55110-310 BOOKS & MATERIALS | PENGUIN RANDOM HOUSE LLC | AUDIOBOOK/LARGE PRINT | \$55.50 |
| E 101-55110-310 BOOKS & MATERIALS | PENGUIN RANDOM HOUSE LLC | AUDIOBOOK/LARGE PRINT | \$120.00 |
| E 101-55110-310 BOOKS & MATERIALS | PENGUIN RANDOM HOUSE LLC | AUDIOBOOKS/LARGE PRINTS | \$105.00 |
| E 101-55110-310 BOOKS & MATERIALS | PENGUIN RANDOM HOUSE LLC | LARGE PRINTS | \$44.25 |
| E 101-55110-310 BOOKS & MATERIALS | PENGUIN RANDOM HOUSE LLC | LARGE PRINT | \$21.75 |
| E 101-55110-355 JANITORIAL SUPPLIES | PIONEER SUPPLY LLC | JANITORIAL SUPPLIES | \$103.50 |
| E 101-55110-355 JANITORIAL SUPPLIES | PIONEER SUPPLY LLC | JANITORIAL SUPPLIES | \$172.50 |
| E 101-55110-310 BOOKS & MATERIALS | RECORDED BOOKS LLC | ADULT AUDIOBOOKS | \$198.00 |
| E 101-55110-310 BOOKS & MATERIALS | RECORDED BOOKS LLC | ADULT AUDIOBOOK | \$74.20 |
| E 101-55110-290 OUTSIDE SERVICES/CONTRACTS | RICOH AMERICAS CORP | FEB COPIER | \$76.35 |
| E 101-55110-290 OUTSIDE SERVICES/CONTRACTS | RICOH AMERICAS CORP | FEB COPIER | \$77.31 |
| E 101-55110-150 HEALTH/DENTAL/LIFE | SECURIAN FINANCIAL GROUP INC | MARCH PREMIUMS | \$87.50 |
| E 101-55110-300 OPERATING SUPPLIES/EXPENSES | VANGUARD ID SYSTEMS | DOUBLE LABELS | \$496.25 |
| E 101-55110-290 OUTSIDE SERVICES/CONTRACTS | WAUKESHA CTY TREASURER (515) | 2018 CAFÉ ANNUAL SUPPORT | \$18,159.00 |
| E 101-55110-300 OPERATING SUPPLIES/EXPENSES | WAUKESHA CTY TREASURER (515) | SHARE OF MOVIE LICENSING COSTS | \$257.00 |
| E 101-55110-310 BOOKS & MATERIALS | WAUKESHA CTY TREASURER (515) | 2018 GALE COURSES | \$712.00 |
| E 101-55110-290 OUTSIDE SERVICES/CONTRACTS | WAUKESHA CTY TREASURER (515) | TRUNKED RADIO OPERATION | \$37.70 |
| E 101-55110-310 BOOKS & MATERIALS | WAUKESHA CTY TREASURER (515) | 2018 ADVANTAGE PROGRAM | \$1,130.00 |
| E 101-55110-220 UTILITY SERVICES | WE ENERGIES | JAN-FEB GAS | \$703.59 |
| E 101-55110-220 UTILITY SERVICES | WE ENERGIES | DEC-JAN ELECTRIC | \$2,053.41 |
| E 101-55110-255 BLDGS/GROUNDS | WIL-KIL | COMMERCIAL CONTRACT | \$50.00 |
| E 101-55110-310 BOOKS & MATERIALS | WILS (WI LIBRARY SERVICES) | WPLC 2018 BUYING POOL | \$1,722.00 |
| EXPENSE Descr LIBRARY | | | <u>\$28,883.80</u> |
| EXPENSE Descr MISC STORM SEWER REPAIR | | | |
| E 401-74010-290 OUTSIDE SERVICES/CONTRACTS | RUEKERT & MIELKE | MISC STORM SEWER REPAIRS | \$137.00 |
| E 401-74010-290 OUTSIDE SERVICES/CONTRACTS | RUEKERT & MIELKE | MISC STORM SEWER REPAIRS | \$548.00 |
| EXPENSE Descr MISC STORM SEWER REPAIR | | | <u>\$685.00</u> |
| EXPENSE Descr MUNICIPAL BUILDING | | | |
| E 101-51600-290 OUTSIDE SERVICES/CONTRACTS | ALSCO | FLOOR MAT SERVICE | \$136.32 |
| E 101-51600-255 BLDGS/GROUNDS | CA LIGHTING LENSES INC | LIGHT BUBLS | \$228.00 |
| E 101-51600-255 BLDGS/GROUNDS | HOME DEPOT | BALL VALVES | \$39.52 |
| E 101-51600-255 BLDGS/GROUNDS | HOME DEPOT | BULBS | \$54.93 |
| E 101-51600-255 BLDGS/GROUNDS | HOME DEPOT | MORTAR | \$3.97 |

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|---|-------------------------------|--|------------|
| E 101-51600-290 OUTSIDE SERVICES/CONTRACTS | OTIS ELEVATOR CO | FEB-APR SERVICE | \$339.87 |
| E 101-51600-355 JANITORIAL SUPPLIES | PIONEER SUPPLY LLC | JANITORIAL SUPPLIES | \$172.50 |
| E 101-51600-355 JANITORIAL SUPPLIES | PIONEER SUPPLY LLC | JANITORIAL SUPPLIES | \$103.50 |
| E 101-51600-255 BLDGS/GROUNDS | RIVERSIDE PLUMBING LLC | PLUMBING REPAIR | \$272.50 |
| E 101-51600-220 UTILITY SERVICES | WE ENERGIES | DEC-JAN ELECTRIC | \$1,815.73 |
| E 101-51600-220 UTILITY SERVICES | WE ENERGIES | DEC-JAN GAS | \$867.41 |
| EXPENSE Descr MUNICIPAL BUILDING | | | \$4,034.25 |
| EXPENSE Descr PARKS | | | |
| E 101-55200-365 BLDGS/GROUNDS MAINT EXPENSE | GRUNAU | BACKFLOW TESTING | \$303.34 |
| E 101-55200-220 UTILITY SERVICES | WE ENERGIES | DEC-JAN PENBROOK | \$16.80 |
| E 101-55200-220 UTILITY SERVICES | WE ENERGIES | DEC-JAN PENBROOK | \$23.67 |
| E 101-55200-220 UTILITY SERVICES | WE ENERGIES | DEC-JAN NIXON | \$30.78 |
| E 101-55200-220 UTILITY SERVICES | WE ENERGIES | NOV-DEC NIXON | \$1.57 |
| E 101-55200-220 UTILITY SERVICES | WE ENERGIES | DEC-JAN FAC | \$34.54 |
| E 101-55200-220 UTILITY SERVICES | WE ENERGIES | DEC-JAN NIXON | \$18.82 |
| E 101-55200-220 UTILITY SERVICES | WE ENERGIES | DEC-JAN BARK RIVER | \$46.27 |
| E 101-55200-220 UTILITY SERVICES | WE ENERGIES | DEC-JAN HARTBROOK | \$32.93 |
| E 101-55200-220 UTILITY SERVICES | WE ENERGIES | DEC-JAN HARTBROOK | \$17.88 |
| E 101-55200-220 UTILITY SERVICES | WE ENERGIES | DEC-JAN NIXON | \$20.69 |
| E 101-55200-220 UTILITY SERVICES | WE ENERGIES | DEC-JAN CENTENNIAL | \$170.45 |
| E 101-55200-220 UTILITY SERVICES | WE ENERGIES | JAN CENTENNIAL | \$40.79 |
| EXPENSE Descr PARKS | | | \$758.53 |
| EXPENSE Descr PUBLIC WORKS | | | |
| E 101-53000-220 UTILITY SERVICES | AT&T | JAN-FEB PHONE | \$18.51 |
| E 101-53000-360 VEHICLE MAINT/EXPENSE | AUTOMOTIVE PARTS & EQUIPMENT | OIL FILTERS | \$25.94 |
| E 101-53000-360 VEHICLE MAINT/EXPENSE | AUTOMOTIVE PARTS & EQUIPMENT | OIL/FUEL/AIR/HYDRAULIC FILTERS | \$172.13 |
| E 101-53000-360 VEHICLE MAINT/EXPENSE | AUTOMOTIVE PARTS & EQUIPMENT | HOSE FITTINGS | \$48.44 |
| E 101-53000-360 VEHICLE MAINT/EXPENSE | AUTOMOTIVE PARTS & EQUIPMENT | FUEL FILTERS | \$53.62 |
| E 101-53000-360 VEHICLE MAINT/EXPENSE | AUTOMOTIVE PARTS & EQUIPMENT | OIL FILTERS | \$25.00 |
| E 101-53000-360 VEHICLE MAINT/EXPENSE | AUTOMOTIVE PARTS & EQUIPMENT | BACKUP LIGHT | \$197.49 |
| E 101-53000-360 VEHICLE MAINT/EXPENSE | AUTOMOTIVE PARTS & EQUIPMENT | BACKUP LIGHT | \$197.49 |
| E 101-53000-360 VEHICLE MAINT/EXPENSE | AUTOMOTIVE PARTS & EQUIPMENT | CREDIT | -\$54.75 |
| E 101-53000-360 VEHICLE MAINT/EXPENSE | AUTOMOTIVE PARTS & EQUIPMENT | BELTS FOR SWEEPER | \$104.68 |
| E 101-53000-360 VEHICLE MAINT/EXPENSE | AUTOMOTIVE PARTS & EQUIPMENT | AIR/FUEL FILTER/HOSE FITTING/QUAD HEAD | \$185.05 |
| E 101-53000-180 OTHER BENEFITS | BAHR, CORY | REIMBURSE CLOTHING ALLOWANCE | \$200.00 |
| E 101-53000-360 VEHICLE MAINT/EXPENSE | BIEBELS TRUE VALUE | BUCKET/MICROFIBER RAGS/BRUSH | \$49.88 |
| E 101-53000-360 VEHICLE MAINT/EXPENSE | BRUCE MUNICIPAL EQUIPMENT INC | BEARINGS | \$10.65 |
| E 101-53000-360 VEHICLE MAINT/EXPENSE | BUMPER TO BUMPER HARTLAND | AIR FILTER CHIPPER | \$40.00 |
| E 101-53000-360 VEHICLE MAINT/EXPENSE | BUMPER TO BUMPER HARTLAND | CREDIT | -\$181.92 |
| E 101-53000-360 VEHICLE MAINT/EXPENSE | BUMPER TO BUMPER HARTLAND | ETCH FILL PRIMER/ETCH FILL CATALYST | \$193.92 |

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| E 101-53000-430 SNOW & ICE REMOVAL | GRAY S INC | WING PLOW BLADES | \$1,180.20 |
| E 101-53000-360 VEHICLE MAINT/EXPENSE | HOME DEPOT | PLIERS/HOOK BLADES/SHOP VAC 5 GAL | \$66.44 |
| E 101-53000-360 VEHICLE MAINT/EXPENSE | INTERSTATE BATTERIES | BATTERIES FOR SWEEPER | \$225.90 |
| E 101-53000-345 STAFF EDUCATION/TRAINING | JAMBRETZ, DAVID J | REIMBURSE PARKING | \$6.00 |
| E 101-53000-365 BLDGS/GROUNDS MAINT EXPENSE | JNL WROUGHT IRON INC | REPAIR GATE AT SHOP | \$468.00 |
| E 101-53000-360 VEHICLE MAINT/EXPENSE | KRIETE GROUP | REPAIR CHECK ENGINE LIGHT/MACK TRUCK | \$405.28 |
| E 101-53000-360 VEHICLE MAINT/EXPENSE | MILLER-BRADFORD RISBERG INC | FILTERS/LAMP/SPEAKER | \$256.61 |
| E 101-53000-360 VEHICLE MAINT/EXPENSE | POMP S TIRE SERVICE INC | SKID STEER TIRES | \$1,236.00 |
| E 101-53000-360 VEHICLE MAINT/EXPENSE | PRICE ENGINEERING | ADJ PRESSURE REGULATOR/#27 | \$117.06 |
| E 101-53000-360 VEHICLE MAINT/EXPENSE | PRICE ENGINEERING | HYDRAULIC FITTINGS | \$159.33 |
| E 101-53000-360 VEHICLE MAINT/EXPENSE | PROVEN POWER INC | SNOW BLOWER PINS | \$304.95 |
| E 101-53000-290 OUTSIDE SERVICES/CONTRACTS | RUEKERT & MIELKE | 520 OAKWOOD SURVEY/DISCUSSIONS GRANT FORMS | \$504.60 |
| E 101-53000-150 HEALTH/DENTAL/LIFE | SECURIAN FINANCIAL GROUP INC | MARCH PREMIUMS | \$274.96 |
| E 101-53000-410 STREETS GEN MAINT | SHERWIN INDUSTRIES INC. | MANHOLE PROTECTOR RINGS | \$1,232.88 |
| E 101-53000-180 OTHER BENEFITS | SPIC AND SPAN INC | UNIFORMS 01/23 | \$94.75 |
| E 101-53000-180 OTHER BENEFITS | SPIC AND SPAN INC | UNIFORMS 01/16 | \$121.75 |
| E 101-53000-180 OTHER BENEFITS | SPIC AND SPAN INC | UNIFORMS 01/09 | \$94.75 |
| E 101-53000-180 OTHER BENEFITS | SPIC AND SPAN INC | UNIFORMS 01/02 | \$121.75 |
| E 101-53000-360 VEHICLE MAINT/EXPENSE | TRUCK COUNTRY OF WISCONSIN | FUEL FILTERS | \$46.86 |
| E 101-53000-360 VEHICLE MAINT/EXPENSE | TRUCK COUNTRY OF WISCONSIN | FUEL FILTERS | \$95.28 |
| E 101-53000-360 VEHICLE MAINT/EXPENSE | TRUCK COUNTRY OF WISCONSIN | FILTERS/WATER VALVE | \$481.19 |
| E 101-53000-360 VEHICLE MAINT/EXPENSE | TRUCK COUNTRY OF WISCONSIN | FLOOR MAT SET | \$61.16 |
| E 101-53000-360 VEHICLE MAINT/EXPENSE | TRUCK COUNTRY OF WISCONSIN | SALT ELIMINATOR | \$95.55 |
| E 101-53000-360 VEHICLE MAINT/EXPENSE | TRUCK COUNTRY OF WISCONSIN | EXHAUST PIPE/TURBO CLAMP | \$484.45 |
| E 101-53000-220 UTILITY SERVICES | U.S. CELLULAR | JAN-FEB CELLULAR | \$100.96 |
| E 101-53000-360 VEHICLE MAINT/EXPENSE | UTILITY SALES & SERVICE | REST BOOM/STRAP ASSEMBLY/HOLD DOWN | \$243.14 |
| E 101-53000-220 UTILITY SERVICES | VERIZON WIRELESS | DEC-JAN SERVICE | \$75.70 |
| E 101-53000-430 SNOW & ICE REMOVAL | WAUKESHA CTY TREASURER (515) | DEC BRINE PICK UPS | \$440.04 |
| E 101-53000-290 OUTSIDE SERVICES/CONTRACTS | WAUKESHA CTY TREASURER (515) | TRUNKED RADIO OPERATION | \$791.73 |
| E 101-53000-360 VEHICLE MAINT/EXPENSE | WAUPUN EQUIPMENT CO, INC | SNOW BLOWER BLADE | \$206.47 |
| E 101-53000-225 STREET LIGHTING | WE ENERGIES | DEC-JAN CAMPUS DR | \$393.69 |
| E 101-53000-225 STREET LIGHTING | WE ENERGIES | NOV-DEC CLOCK | \$39.40 |
| E 101-53000-220 UTILITY SERVICES | WE ENERGIES | DEC-JAN ELECTRIC | \$778.15 |
| E 101-53000-220 UTILITY SERVICES | WE ENERGIES | DEC-JAN GAS | \$1,348.24 |
| E 101-53000-225 STREET LIGHTING | WE ENERGIES | DEC-JAN ST LIGHTING | \$144.36 |
| E 101-53000-225 STREET LIGHTING | WE ENERGIES | DEC-JAN ST LIGHTING | \$8,684.66 |
| E 101-53000-290 OUTSIDE SERVICES/CONTRACTS | WI DEPT OF JUSTICE (CHKS) | JAN DPW RECORD CHECKS | \$7.00 |
| EXPENSE Descr PUBLIC WORKS | | | \$22,675.37 |
| EXPENSE Descr RECREATION PROGRAMS/EVENTS | | | |
| E 101-55300-300 OPERATING SUPPLIES/EXPENSES | AT&T | JAN-FEB PHONE | \$18.50 |
| E 101-55300-300 OPERATING SUPPLIES/EXPENSES | BIEBELS TRUE VALUE | KEY | \$1.99 |

| Account Descr | Search Name | Comments | Amount |
|--|-------------------------------|--------------------------------|-------------|
| E 101-55300-302 TO THE POINTE DANCE PROGRAM | CHRISTOPHER GILBERT | JAN DANCE CLASSES | \$218.40 |
| E 101-55300-290 OUTSIDE SERVICES/CONTRACTS | DUMA, KERRY | JAN GENTLE YOGA PUNCH CARDS | \$302.40 |
| E 101-55300-290 OUTSIDE SERVICES/CONTRACTS | DUMA, KERRY | JAN GENTLE YOGA PUNCH CARDS | \$760.00 |
| E 101-55300-290 OUTSIDE SERVICES/CONTRACTS | DUMA, KERRY | JAN GENTLE YOGA PUNCH CARDS | \$134.40 |
| E 101-55300-290 OUTSIDE SERVICES/CONTRACTS | DUMA, KERRY | JAN GENTLE YOGA PUNCH CARDS | \$268.80 |
| E 101-55300-290 OUTSIDE SERVICES/CONTRACTS | DUMA, KERRY | JAN GENTLE YOGA PUNCH CARDS | \$560.00 |
| E 101-55300-290 OUTSIDE SERVICES/CONTRACTS | DUSOLD, CAROL | JAN NIA PUNCH CARDS | \$224.00 |
| E 101-55300-290 OUTSIDE SERVICES/CONTRACTS | FARMER-TIEFENTHALER, SUSAN | ART STUDIO FOR ADULTS PM | \$256.00 |
| E 101-55300-290 OUTSIDE SERVICES/CONTRACTS | FARMER-TIEFENTHALER, SUSAN | ART STUDIO FOR ADULTS PM | \$504.00 |
| E 101-55300-290 OUTSIDE SERVICES/CONTRACTS | FARMER-TIEFENTHALER, SUSAN | ART STUDIO FOR ADULTS AM | \$192.00 |
| E 101-55300-290 OUTSIDE SERVICES/CONTRACTS | FARMER-TIEFENTHALER, SUSAN | ART STUDIO FOR ADULTS AM | \$792.00 |
| E 101-55300-302 TO THE POINTE DANCE PROGRAM | GAYDOS-FEDAK, NINA M | JAN DANCE CLASSES | \$2,789.60 |
| E 101-55300-302 TO THE POINTE DANCE PROGRAM | HECKEL DANCE LLC | JAN DANCE CLASSES | \$1,030.40 |
| E 101-55300-290 OUTSIDE SERVICES/CONTRACTS | ITS IN EVERY DETAIL | JAN BARRE STRENGTH PUNCH CARDS | \$160.00 |
| E 101-55300-290 OUTSIDE SERVICES/CONTRACTS | LAKE COUNTRY FINE ARTS SCHOOL | OPEN ART STUDIO | \$24.00 |
| E 101-55300-290 OUTSIDE SERVICES/CONTRACTS | OLSEN, MARJORIE | JAN CORE FITNESS PUNCH CARDS | \$192.00 |
| E 101-55300-290 OUTSIDE SERVICES/CONTRACTS | OLSEN, MARJORIE | JAN CARDIO FIT PUNCH CARDS | \$96.00 |
| E 101-55300-290 OUTSIDE SERVICES/CONTRACTS | OLSEN, MARJORIE | JAN CARDIO FIT PUNCH CARDS | \$120.00 |
| E 101-55300-290 OUTSIDE SERVICES/CONTRACTS | OLSEN, MARJORIE | JAN CORE FITNESS PUNCH CARDS | \$259.20 |
| E 101-55300-290 OUTSIDE SERVICES/CONTRACTS | OSBORNE, SHEILA RAE | SECRETS OF AGELESS SKIN | \$144.00 |
| E 101-55300-290 OUTSIDE SERVICES/CONTRACTS | REBHOLZ, CHRIS | GUIDE TO 21 DAY PURIFICATION | \$96.00 |
| E 101-55300-150 HEALTH/DENTAL/LIFE | SECURIAN FINANCIAL GROUP INC | MARCH PREMIUMS | \$4.54 |
| E 101-55300-290 OUTSIDE SERVICES/CONTRACTS | SPRECHER, MARIA | JAN QIGONG PUNCH CARDS | \$96.00 |
| E 101-55300-300 OPERATING SUPPLIES/EXPENSES | TISCHER, SHERRY | REIMBURSE SUPPLIES | \$24.71 |
| E 101-55300-300 OPERATING SUPPLIES/EXPENSES | U.S. CELLULAR | JAN-FEB CELLULAR | \$36.25 |
| E 101-55300-302 TO THE POINTE DANCE PROGRAM | VALERIE RODRIGUES | JAN DANCE CLASSES | \$156.80 |
| E 101-55300-290 OUTSIDE SERVICES/CONTRACTS | WAUKESHA CTY TREASURER (515) | TRUNKED RADIO OPERATION | \$37.70 |
| E 101-55300-290 OUTSIDE SERVICES/CONTRACTS | WEHLAGE, MARY | JAN CHAIR YOGA PUNCH CARDS | \$518.40 |
| E 101-55300-290 OUTSIDE SERVICES/CONTRACTS | WEHLAGE, MARY | JAN YOGA FOR LIFE PUNCH CARDS | \$1,184.00 |
| E 101-55300-290 OUTSIDE SERVICES/CONTRACTS | WEHLAGE, MARY | JAN YOGA FOR LIFE PUNCH CARDS | \$835.20 |
| E 101-55300-290 OUTSIDE SERVICES/CONTRACTS | WEHLAGE, MARY | JAN CHAIR YOGA PUNCH CARDS | \$32.00 |
| EXPENSE Descr RECREATION PROGRAMS/EVENTS | | | \$12,069.29 |
| EXPENSE Descr REFUSE & GARBAGE COLLECTION | | | |
| E 201-53620-200 GARBAGE COLLECTION FEES | ADVANCED DISPOSAL SERVICES | JAN SERVICES | \$33,771.96 |
| EXPENSE Descr REFUSE & GARBAGE COLLECTION | | | \$33,771.96 |
| EXPENSE Descr SEWER SERVICE | | | |
| E 204-53610-385 MAINTENANCE-COLLECT EQP PUMP | AT&T | JAN-FEB PHONE | \$18.51 |
| E 204-53610-270 TREATMENT EXPENSE | DELAFIELD-HARTLAND WATER | JANUARY FEES | \$69,746.12 |
| E 204-53610-290 OUTSIDE SERVICES/CONTRACTS | DIVERSIFIED BENEFIT SERVICES | JAN FSA FEES | \$23.53 |
| E 204-53610-800 CAPITAL OUTLAY | RUEKERT & MIELKE | DESIGN SERVICES | \$1,040.50 |

| Account Descr | Search Name | Comments | Amount |
|--|------------------------------|---|--------------------|
| E 204-53610-800 CAPITAL OUTLAY | RUEKERT & MIELKE | CRYSTAL DR LIFT STATION GENERATOR/LOCATE CONT | \$433.50 |
| E 204-53610-800 CAPITAL OUTLAY | RUEKERT & MIELKE | MISC SEWER AND REPAIRS | \$411.00 |
| E 204-53610-800 CAPITAL OUTLAY | RUEKERT & MIELKE | MISC SEWER/REPAIRS | \$137.00 |
| E 204-53610-385 MAINTENANCE-COLLECT EQP PUMP | U.S. CELLULAR | JAN-FEB CELLULAR | \$100.96 |
| E 204-53610-290 OUTSIDE SERVICES/CONTRACTS | WAUKESHA CTY TREASURER (515) | TRUNKED RADIO OPERATION | \$150.80 |
| E 204-53610-220 UTILITY SERVICES | WE ENERGIES | NOV-DEC RUSTIC | \$40.46 |
| E 204-53610-220 UTILITY SERVICES | WE ENERGIES | DEC-JAN BRADFORD | \$62.46 |
| E 204-53610-220 UTILITY SERVICES | WE ENERGIES | NOV-DEC SHADOW RIDGE | \$58.21 |
| E 204-53610-220 UTILITY SERVICES | WE ENERGIES | DEC-JAN HWY 83 | \$28.35 |
| E 204-53610-220 UTILITY SERVICES | WE ENERGIES | DEC-JAN WOODLANDS | \$47.85 |
| E 204-53610-220 UTILITY SERVICES | WE ENERGIES | NOV-DEC CRYSTAL | \$97.07 |
| E 204-53610-220 UTILITY SERVICES | WE ENERGIES | NOV-DEC ARLENE | \$241.93 |
| E 204-53610-290 OUTSIDE SERVICES/CONTRACTS | WONDERWARE MIDWEST | SCADA/OPERATOR SOFTWARE | \$1,995.00 |
| EXPENSE Descr SEWER SERVICE | | | <u>\$74,633.25</u> |
| EXPENSE Descr STORM SWR CATCH BASIN REPAIR | | | |
| E 401-74075-290 OUTSIDE SERVICES/CONTRACTS | RUEKERT & MIELKE | STORM SEWER CATCH BASIN | \$137.00 |
| E 401-74075-290 OUTSIDE SERVICES/CONTRACTS | RUEKERT & MIELKE | STORM SEWER CATCH BASIN REPAIR | \$479.50 |
| EXPENSE Descr STORM SWR CATCH BASIN REPAIR | | | <u>\$616.50</u> |
| EXPENSE Descr TRUSTEES | | | |
| E 101-51100-300 OPERATING SUPPLIES/EXPENSES | OFFICE PRO INC | OFFICE SUPPLIES | \$23.40 |
| E 101-51100-300 OPERATING SUPPLIES/EXPENSES | OFFICE PRO INC | OFFICE SUPPLIES | \$78.52 |
| EXPENSE Descr TRUSTEES | | | <u>\$101.92</u> |
| EXPENSE Descr WATER UTILITY | | | |
| E 620-53700-605 MAINTENANCE-WATER SOURCE PLANT | AT&T | JAN-FEB PHONE | \$18.51 |
| E 620-53700-623 PUMPING - SUPPLIES/EXPENSES | AUTOMOTIVE PARTS & EQUIPMENT | AIR/OIL/FUEL FILTERS | \$147.68 |
| E 620-53700-623 PUMPING - SUPPLIES/EXPENSES | AUTOMOTIVE PARTS & EQUIPMENT | GENERATOR FILTERS | \$215.00 |
| E 620-53700-623 PUMPING - SUPPLIES/EXPENSES | AUTOMOTIVE PARTS & EQUIPMENT | HYDRAULIC FILTER | \$11.92 |
| E 620-53700-623 PUMPING - SUPPLIES/EXPENSES | AUTOMOTIVE PARTS & EQUIPMENT | TANK HEATER/ADDITIVE | \$176.01 |
| E 620-53700-623 PUMPING - SUPPLIES/EXPENSES | AUTOMOTIVE PARTS & EQUIPMENT | OIL/HYDRAULIC FILTER | \$21.28 |
| E 620-53700-625 MAINTENANCE OF PUMPING PLANT | BIEBELS TRUE VALUE | 500W T3ROUGHDE HALO BULB | \$8.95 |
| E 620-53700-625 MAINTENANCE OF PUMPING PLANT | BIEBELS TRUE VALUE | ELECTRICAL TESTER | \$8.88 |
| E 620-53700-625 MAINTENANCE OF PUMPING PLANT | BIEBELS TRUE VALUE | CAULK GUN | \$20.17 |
| E 620-53700-625 MAINTENANCE OF PUMPING PLANT | BIEBELS TRUE VALUE | PLUMBING PARTS/DISTILLED WATER | \$12.12 |
| E 620-53700-625 MAINTENANCE OF PUMPING PLANT | BIEBELS TRUE VALUE | CHALK REEL/RESPIRATOR | \$32.98 |
| E 620-53700-625 MAINTENANCE OF PUMPING PLANT | CTW CORPORATION | REPAIR PUMP CONTROL | \$736.25 |
| E 620-53700-923 OUTSIDE SERVICES | DIVERSIFIED BENEFIT SERVICES | JAN FSA FEES | \$58.85 |
| E 620-53700-651 MAINTENANCE OF MAINS | FERGUSON WATERWORKS | REPAIR CLAMP | \$154.12 |
| E 620-53700-923 OUTSIDE SERVICES | GRUNAU | BACKFLOW TESTING | \$151.66 |
| E 620-53700-625 MAINTENANCE OF PUMPING PLANT | HOME DEPOT | AIR COMPRESSOR FOR WELL HOUSE | \$99.00 |
| E 620-53700-625 MAINTENANCE OF PUMPING PLANT | MENARDS- PEWAUKEE | DROP CLOTHS/UTILITY SCAFFOLD/COVERALL | \$145.42 |

| Account Descr | Search Name | Comments | Amount |
|--|--------------------------------|---------------------------------|--------------|
| E 620-53700-674 METERS | MIDWEST METER INC | ORIONS | \$47,125.00 |
| E 620-53700-674 METERS | MIDWEST METER INC | METERS AND END POINTS | \$7,059.00 |
| E 620-53700-674 METERS | MIDWEST METER INC | METERS AND END POINTS | \$36,057.00 |
| E 620-53700-674 METERS | MIDWEST METER INC | ORIONS | \$588.85 |
| E 620-53700-930 MISC GENERAL EXPENSES | MORAIN PARK TECHNICAL COLLEGE | IRON/ZEOLITE/VOC CLASS | \$152.85 |
| E 620-53700-923 OUTSIDE SERVICES | NORTHERN LAKE SERVICE INC | 570 PROGRESS WELL #3 | \$20.00 |
| E 620-53700-923 OUTSIDE SERVICES | NORTHERN LAKE SERVICE INC | JAN BACTERIA SAMPLES | \$72.00 |
| E 620-53700-923 OUTSIDE SERVICES | NORTHERN LAKE SERVICE INC | JAN BACTERIA SAMPLES | \$54.00 |
| E 620-53700-923 OUTSIDE SERVICES | NORTHERN LAKE SERVICE INC | 1ST QTR RAW WATER | \$72.00 |
| E 620-53700-923 OUTSIDE SERVICES | NORTHERN LAKE SERVICE INC | JAN DRINKING WATER | \$54.00 |
| E 620-53700-681 COMPUTERS & SOFTWARE | ONTECH SYSTEMS, INC | LAPTOPS | \$3,178.00 |
| E 620-53700-673 TRANS&DIST MAINS | RUEKERT & MIELKE | BRISTLECONE HYDRANT REPLACEMENT | \$411.00 |
| E 620-53700-673 TRANS&DIST MAINS | RUEKERT & MIELKE | BRISTLECONE VALVE REPLACEMENT | \$137.00 |
| E 620-53700-923 OUTSIDE SERVICES | RUEKERT & MIELKE | SCADA SERVICE | \$1,727.40 |
| E 620-53700-673 TRANS&DIST MAINS | RUEKERT & MIELKE | BRISTLECONE HYDRANT REPLACEMENT | \$137.00 |
| E 620-53700-673 TRANS&DIST MAINS | RUEKERT & MIELKE | BRISTLECONE VALVE REPLACEMENT | \$1,596.75 |
| E 620-53700-678 HYDRANTS | RUEKERT & MIELKE | HYDRANT REPLACEMENT | \$137.00 |
| E 620-53700-923 OUTSIDE SERVICES | RUEKERT & MIELKE | 2017 SCADA SERVICE | \$651.75 |
| E 620-53700-678 HYDRANTS | RUEKERT & MIELKE | HYDRANT REPLACEMENT | \$274.00 |
| E 620-53700-605 MAINTENANCE-WATER SOURCE PLANT | U.S. CELLULAR | JAN-FEB CELLULAR | \$100.96 |
| E 620-53700-923 OUTSIDE SERVICES | WAUKESHA CTY TREASURER (515) | TRUNKED RADIO OPERATOR | \$339.31 |
| E 620-53700-622 POWER FOR PUMPING | WE ENERGIES | DEC-JAN BRISTLECONE | \$485.16 |
| E 620-53700-622 POWER FOR PUMPING | WE ENERGIES | DEC - JAN #3 PUMPHOUSE | \$2,016.59 |
| E 620-53700-625 MAINTENANCE OF PUMPING PLANT | WE ENERGIES | DEC-JAN BRISTLECONE | \$15.86 |
| E 620-53700-622 POWER FOR PUMPING | WE ENERGIES | DEC-JAN MICROBOOSTER | \$29.92 |
| E 620-53700-625 MAINTENANCE OF PUMPING PLANT | WE ENERGIES | NOV-DEC SUNSHINE | \$20.61 |
| E 620-53700-625 MAINTENANCE OF PUMPING PLANT | WE ENERGIES | DEC-JAN PENBROOK | \$71.61 |
| E 620-53700-622 POWER FOR PUMPING | WE ENERGIES | DEC-JAN PENBROOK | \$243.33 |
| E 620-53700-622 POWER FOR PUMPING | WE ENERGIES | DEC-JAN COVENTRY | \$108.76 |
| E 620-53700-625 MAINTENANCE OF PUMPING PLANT | WE ENERGIES | DEC-JAN #3 PUMPHOUSE | \$11.49 |
| E 620-53700-622 POWER FOR PUMPING | WE ENERGIES | DEC-JAN SUNNYSLOPE | \$1,039.92 |
| E 620-53700-622 POWER FOR PUMPING | WE ENERGIES | DEC-JAN MANCHESTER | \$1,608.58 |
| E 620-53700-622 POWER FOR PUMPING | WE ENERGIES | NOV-DEC HILL ST | \$68.31 |
| E 620-53700-923 OUTSIDE SERVICES | WI STATE LABORATORY OF HYGIENE | FLUORIDE | \$25.00 |
| E 620-53700-923 OUTSIDE SERVICES | WONDERWARE MIDWEST | SCADA/OPERATOR SOFTWARE | \$1,995.00 |
| EXPENSE Descr WATER UTILITY | | | \$109,703.81 |
| | | | \$417,546.39 |

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Payments

Current Period: JANUARY 2018

| Batch Name | JAN18MC | User Dollar Amt | \$137,555.11 | | |
|------------------|------------------------------------|---------------------|--------------|-------------------|--------------|
| Payments | | Computer Dollar Amt | \$137,555.11 | | |
| | | | \$0.00 | In Balance | |
| Refer | 55618 SEVEN SEAS | | | Ck# 008677 | 1/11/2018 |
| Cash Payment | E 101-51400-395 COMMUNITY RELATIO | | | HOLIDAY PARTY | \$1,843.20 |
| | Invoice 3069 | | | | |
| Transaction Date | 2/2/2018 | GF Checking | 11100 | Total | \$1,843.20 |
| Refer | 55619 WI SUPPORT COLLECTIONS TRUS | | | Ck# 008678 | 1/12/2018 |
| Cash Payment | G 101-21580 GARNISHMENT DEDUCTIO | | | PP #1 | \$484.61 |
| | Invoice | | | | |
| Transaction Date | 2/2/2018 | GF Checking | 11100 | Total | \$484.61 |
| Refer | 55620 US DEPT OF EDUCATION | | | Ck# 008679 | 1/12/2018 |
| Cash Payment | G 101-21580 GARNISHMENT DEDUCTIO | | | GARNISHMENT/DYER | \$314.04 |
| | Invoice | | | | |
| Transaction Date | 2/2/2018 | GF Checking | 11100 | Total | \$314.04 |
| Refer | 55621 ZEUTZIUS, CARL | | | Ck# 008680 | 1/16/2018 |
| Cash Payment | E 804-56700-752 RENT | | | RENT | \$4,200.00 |
| | Invoice | | | | |
| Transaction Date | 2/2/2018 | GF Checking | 11100 | Total | \$4,200.00 |
| Refer | 55622 HARTLAND RIVERWALK, LLC | | | Ck# 008681 | 1/24/2018 |
| Cash Payment | E 216-58300-290 OUTSIDE SERVICES/C | | | BRIDGE PAYMENT | \$130,000.00 |
| | Invoice | | | | |
| Transaction Date | 2/2/2018 | GF Checking | 11100 | Total | \$130,000.00 |
| Refer | 55623 WI SUPPORT COLLECTIONS TRUS | | | Ck# 008682 | 1/26/2018 |
| Cash Payment | G 101-21580 GARNISHMENT DEDUCTIO | | | PP #2 | \$484.61 |
| | Invoice | | | | |
| Transaction Date | 2/2/2018 | GF Checking | 11100 | Total | \$484.61 |
| Refer | 55624 US DEPT OF EDUCATION | | | Ck# 008683 | 1/26/2018 |
| Cash Payment | G 101-21580 GARNISHMENT DEDUCTIO | | | GARNISHMENT/DYER | \$228.65 |
| | Invoice | | | | |
| Transaction Date | 2/2/2018 | GF Checking | 11100 | Total | \$228.65 |

Fund Summary

| | |
|-----------------------------------|-------------------|
| | 11100 GF Checking |
| 101 GENERAL FUND | \$3,355.11 |
| 216 TIF #6 | \$130,000.00 |
| 804 BUSINESS IMPROVEMENT DISTRICT | \$4,200.00 |
| | \$137,555.11 |

| | |
|--|---------------------|
| Pre-Written Checks | \$137,555.11 |
| Checks to be Generated by the Computer | \$0.00 |
| Total | \$137,555.11 |

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Payments

Current Period: JANUARY 2018

| Batch Name | Payment | Computer Dollar Amt | \$9,765,051.66 | Posted |
|---|-------------------------------------|------------------------------------|-------------------|----------------------|
| Refer 55630 FIRST BANK FINANCIAL CENTRE Ck# 2018001E 1/31/2018 | | | | |
| 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 | 1/31/2018 | Due 0 | GF Checking 11100 | Total \$75.00 |
| Refer 55631 BOND TRUST SERVICES CORP Ck# 2018002E 1/31/2018 | | | | |
| Cash Payment | E 301-58000-610 PRINCIPAL REDEMPTI | 2009 GO DEBT PAYMENT AND REFUNDING | \$2,350,000.00 | |
| Invoice | | | | |
| Cash Payment | E 301-58000-615 DEBT SERVICE - INTE | 2009 GO DEBT PAYMENT AND REFUNDING | \$44,909.38 | |
| Invoice | | | | |
| Transaction Date | 1/31/2018 | Due 0 | GF Checking 11100 | Total \$2,394,909.38 |
| Refer 55632 PAYROLL DATA SERVICES INC Ck# 2018003E 1/11/2018 | | | | |
| Cash Payment | E 804-56700-110 SALARIES | JANUARY 12 BID PAYROLL | \$1,099.47 | |
| Invoice | | | | |
| Cash Payment | G 804-21520 RETIREMENT DEDUCTION | JANUARY 12 BID PAYROLL | -\$30.25 | |
| Invoice | | | | |
| Cash Payment | E 804-56700-760 PAYROLL SERVICE CH | JANUARY 12 BID PAYROLL | \$113.86 | |
| Invoice | | | | |
| Transaction Date | 1/11/2018 | Due 0 | GF Checking 11100 | Total \$1,183.08 |
| Refer 55633 PAYROLL DATA SERVICES INC Ck# 2018004E 1/25/2018 | | | | |
| Cash Payment | E 804-56700-110 SALARIES | JANUARY 26 BID PAYROLL | \$1,099.47 | |
| Invoice | | | | |
| Cash Payment | G 804-21520 RETIREMENT DEDUCTION | JANUARY 26 BID PAYROLL | -\$30.25 | |
| Invoice | | | | |
| Cash Payment | E 804-56700-760 PAYROLL SERVICE CH | JANUARY 26 BID PAYROLL | \$38.11 | |
| Invoice | | | | |
| Transaction Date | 1/25/2018 | Due 0 | GF Checking 11100 | Total \$1,107.33 |
| Refer 55634 EMPLOYEE TRUST FUNDS Ck# 2018005E 1/24/2018 | | | | |
| Cash Payment | E 101-51400-150 HEALTH/DENTAL/LIFE | FEBRUARY HEALTH INSURANCE PREMIUMS | \$3,878.55 | |
| Invoice | | | | |
| Cash Payment | E 101-51500-150 HEALTH/DENTAL/LIFE | FEBRUARY HEALTH INSURANCE PREMIUMS | \$2,266.26 | |
| Invoice | | | | |
| Cash Payment | E 101-55300-150 HEALTH/DENTAL/LIFE | FEBRUARY HEALTH INSURANCE PREMIUMS | \$653.97 | |
| Invoice | | | | |
| Cash Payment | E 101-52100-150 HEALTH/DENTAL/LIFE | FEBRUARY HEALTH INSURANCE PREMIUMS | \$27,104.58 | |
| Invoice | | | | |
| Cash Payment | E 101-53000-150 HEALTH/DENTAL/LIFE | FEBRUARY HEALTH INSURANCE PREMIUMS | \$20,001.45 | |
| Invoice | | | | |
| Cash Payment | E 101-55110-150 HEALTH/DENTAL/LIFE | FEBRUARY HEALTH INSURANCE PREMIUMS | \$5,186.49 | |
| Invoice | | | | |

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Payments

Current Period: JANUARY 2018

| | | | |
|------------------|---|------------------------------------|--------------------------|
| Cash Payment | E 101-52200-150 HEALTH/DENTAL/LIFE | FEBRUARY HEALTH INSURANCE PREMIUMS | \$1,460.12 |
| Invoice | | | |
| Cash Payment | E 101-52300-150 HEALTH/DENTAL/LIFE | FEBRUARY HEALTH INSURANCE PREMIUMS | \$1,460.11 |
| Invoice | | | |
| Cash Payment | G 101-21530 INSURANCE DEDUCTIONS | FEBRUARY HEALTH INSURANCE PREMIUMS | \$2,913.95 |
| Invoice | | | |
| Cash Payment | G 101-34140 UNFUNDED EMPLOYEE BE | FEBRUARY HEALTH INSURANCE PREMIUMS | \$3,143.12 |
| Invoice | | | |
| Transaction Date | 1/24/2018 | Due 0 GF Checking 11100 | Total \$68,068.60 |
| Refer | 55635 <i>WI RETIREMENT SYSTEM</i> | Ck# 2018006E 1/31/2018 | |
| Cash Payment | E 101-55300-140 RETIREMENT BENEFIT | DECEMBER WRS PREMIUMS | \$484.18 |
| Invoice | | | |
| Cash Payment | E 101-51400-140 RETIREMENT BENEFIT | DECEMBER WRS PREMIUMS | \$1,189.04 |
| Invoice | | | |
| Cash Payment | E 101-51500-140 RETIREMENT BENEFIT | DECEMBER WRS PREMIUMS | \$437.15 |
| Invoice | | | |
| Cash Payment | E 101-52100-140 RETIREMENT BENEFIT | DECEMBER WRS PREMIUMS | \$17,102.45 |
| Invoice | | | |
| Cash Payment | E 101-52100-140 RETIREMENT BENEFIT | DECEMBER WRS PREMIUMS | \$1,018.29 |
| Invoice | | | |
| Cash Payment | E 101-52200-140 RETIREMENT BENEFIT | DECEMBER WRS PREMIUMS | \$984.54 |
| Invoice | | | |
| Cash Payment | E 101-52300-140 RETIREMENT BENEFIT | DECEMBER WRS PREMIUMS | \$1,140.23 |
| Invoice | | | |
| Cash Payment | E 101-52200-140 RETIREMENT BENEFIT | DECEMBER WRS PREMIUMS | \$68.21 |
| Invoice | | | |
| Cash Payment | E 101-53000-140 RETIREMENT BENEFIT | DECEMBER WRS PREMIUMS | \$6,154.48 |
| Invoice | | | |
| Cash Payment | E 101-55110-140 RETIREMENT BENEFIT | DECEMBER WRS PREMIUMS | \$2,274.27 |
| Invoice | | | |
| Cash Payment | E 101-55110-140 RETIREMENT BENEFIT | DECEMBER WRS PREMIUMS | \$90.48 |
| Invoice | | | |
| Cash Payment | E 620-53700-926 EMPLOYEE PENSIONS | DECEMBER WRS PREMIUMS | \$2,505.82 |
| Invoice | | | |
| Cash Payment | E 204-53610-110 SALARIES | DECEMBER WRS PREMIUMS | \$166.95 |
| Invoice | | | |
| Cash Payment | E 204-53610-110 SALARIES | DECEMBER WRS PREMIUMS | \$413.34 |
| Invoice | | | |
| Cash Payment | E 204-53610-390 BILLING/COLLECTION/ | DECEMBER WRS PREMIUMS | \$518.02 |
| Invoice | | | |
| Cash Payment | G 101-21520 RETIREMENT DEDUCTION | DECEMBER WRS PREMIUMS | \$15,320.24 |
| Invoice | | | |
| Cash Payment | G 101-21520 RETIREMENT DEDUCTION | DECEMBER WRS PREMIUMS | \$12,106.04 |
| Invoice | | | |
| Transaction Date | 1/31/2018 | Due 0 GF Checking 11100 | Total \$61,973.73 |
| Refer | 55636 <i>MERTON COMMUNITY SCHOOL DI</i> | Ck# 2018007E 1/16/2018 | |
| Cash Payment | G 801-24600 TAXES DUE TO SCHOOL DI | JANUARY TAX SETTLEMENT | \$67,629.05 |
| Invoice | | | |
| Transaction Date | 1/16/2018 | Due 0 GF Checking 11100 | Total \$67,629.05 |

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|------------------|-----------------|------------------------------|------------------------------------|-----------|-------|----------------|
| Refer | 55638 | WCTC (2) (TAXES) | Ck# 2018008E | 1/16/2018 | | |
| Cash Payment | G 801-24610 | TAXES DUE TO VTAE DIST | JANUARY TAX SETTLEMENT | | | \$231,202.77 |
| Invoice | | | | | | |
| Transaction Date | 1/16/2018 | Due 0 | GF Checking | 11100 | Total | \$231,202.77 |
| Refer | 55639 | LAKE COUNTRY SCHOOL | Ck# 2018009E | 1/16/2018 | | |
| Cash Payment | G 801-24600 | TAXES DUE TO SCHOOL DI | JANUARY TAX SETTLEMENT | | | \$358,420.95 |
| Invoice | | | | | | |
| Transaction Date | 1/16/2018 | Due 0 | GF Checking | 11100 | Total | \$358,420.95 |
| Refer | 55640 | SWALLOW SCHOOL DISTRICT | Ck# 2018010E | 1/16/2018 | | |
| Cash Payment | G 801-24600 | TAXES DUE TO SCHOOL DI | JANUARY TAX SETTLEMENT | | | \$878,629.38 |
| Invoice | | | | | | |
| Transaction Date | 1/16/2018 | Due 0 | GF Checking | 11100 | Total | \$878,629.38 |
| Refer | 55642 | WAUKESHA CTY TREASURER (51 | Ck# 2018011E | 1/16/2018 | | |
| Cash Payment | G 801-24310 | TAXES DUE TO COUNTY & | JANUARY TAX SETTLEMENT | | | \$1,224,446.25 |
| Invoice | | | | | | |
| Transaction Date | 1/16/2018 | Due 0 | GF Checking | 11100 | Total | \$1,224,446.25 |
| Refer | 55643 | ARROWHEAD HIGH SCHOOL | Ck# 2018012E | 1/16/2018 | | |
| Cash Payment | G 801-24600 | TAXES DUE TO SCHOOL DI | JANUARY TAX SETTLEMENT | | | \$2,040,004.20 |
| Invoice | | | | | | |
| Transaction Date | 1/16/2018 | Due 0 | GF Checking | 11100 | Total | \$2,040,004.20 |
| Refer | 55644 | HARTLAND/LAKESIDE SCHOOL DI | Ck# 2018013E | 1/16/2018 | | |
| Cash Payment | G 801-24600 | TAXES DUE TO SCHOOL DI | JANUARY TAX SETTLEMENT | | | \$2,411,162.47 |
| Invoice | | | | | | |
| Transaction Date | 1/16/2018 | Due 0 | GF Checking | 11100 | Total | \$2,411,162.47 |
| Refer | 55645 | PAYMENT SERVICE NETWORK | Ck# 2018014E | 1/4/2018 | | |
| Cash Payment | E 620-53700-923 | OUTSIDE SERVICES | MONTHLY CREDIT CARD PROCESSING FEE | | | \$37.58 |
| Invoice | | | | | | |
| Cash Payment | E 204-53610-290 | OUTSIDE SERVICES/C | MONTHLY CREDIT CARD PROCESSING FEE | | | \$37.57 |
| Invoice | | | | | | |
| Transaction Date | 1/4/2018 | Due 0 | GF Checking | 11100 | Total | \$75.15 |
| Refer | 55646 | WI DEPT OF REVENUE (SALES TA | Ck# 2018015E | 1/31/2018 | | |
| Cash Payment | G 101-21515 | SALES TAXES PAYABLE | DECEMBER SALES TAX RECONCILIATION | | | \$198.82 |
| Invoice | | | | | | |
| Cash Payment | R 101-48000 | MISCELLANEOUS REVENU | DECEMBER SALES TAX RECONCILIATION | | | -\$10.00 |
| Invoice | | | | | | |
| Transaction Date | 1/31/2018 | Due 0 | GF Checking | 11100 | Total | \$188.82 |
| Refer | 55647 | AFLAC | Ck# 2018016E | 1/12/2018 | | |
| Cash Payment | G 101-21592 | AFLAC INS PAYABLE | MONTHLY AFLAC PREMIUMS | | | \$283.78 |
| Invoice | | | | | | |
| Transaction Date | 1/12/2018 | Due 0 | GF Checking | 11100 | Total | \$283.78 |
| Refer | 55648 | JPMORGAN CHASE BANK | Ck# 2018017E | 1/18/2018 | | |
| Cash Payment | E 101-55110-310 | BOOKS & MATERIALS | AMAZON - CD'S/DVD'S | | | \$337.11 |
| Invoice | | | | | | |
| Cash Payment | E 101-55110-300 | OPERATING SUPPLIES | AMAZON - OFFICE SUPPLIES/CUPS/LIDS | | | \$32.28 |
| Invoice | | | | | | |

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| Cash Payment | E 101-55110-300 OPERATING SUPPLIES | PINK MOCHA - GIFT CARDS | \$75.00 |
| Invoice | | | |
| Cash Payment | E 101-51400-395 COMMUNITY RELATIO | SITEIMPROVE - WEBSITE SUPPORT | \$3,470.00 |
| Invoice | | | |
| Cash Payment | E 101-51400-300 OPERATING SUPPLIES | WMCA - MEMBERSHIP/DETERT&IGL | \$115.00 |
| Invoice | | | |
| Cash Payment | E 101-52200-255 BLDGS/GROUNDS | BIEBELS - ARMOR CONNECTOR | \$10.50 |
| Invoice | | | |
| Cash Payment | E 101-52300-300 OPERATING SUPPLIES | WEMSA - CONTINUING ED | \$2,453.80 |
| Invoice | | | |
| Cash Payment | E 101-52200-300 OPERATING SUPPLIES | MENARDS - SMOKE/CARBON MONOXIDE DETECTORS | \$56.74 |
| Invoice | | | |
| Cash Payment | E 101-52200-300 OPERATING SUPPLIES | HOBO - PUB STOOLS & PUSHBROOM | \$93.93 |
| Invoice | | | |
| Cash Payment | E 101-52200-300 OPERATING SUPPLIES | BIEBELS - WET/DRY VACUUM | \$68.82 |
| Invoice | | | |
| Cash Payment | E 101-52100-360 VEHICLE MAINT/EXPE | AMAZON - LED BULBS FOR SQUAD SPOTLIGHTS | \$259.98 |
| Invoice | | | |
| Cash Payment | E 101-52100-360 VEHICLE MAINT/EXPE | AW DIRECT - LED SPOTLIGHT FOR SQUAD 3 | \$185.98 |
| Invoice | | | |
| Cash Payment | E 101-52100-300 OPERATING SUPPLIES | HOME DEPOT - POLYURETHANE FOR KITCHEN CABINETS | \$13.75 |
| Invoice | | | |
| Cash Payment | E 101-52100-300 OPERATING SUPPLIES | LA POLICE GEAR - GLOVES/HAAG | \$24.94 |
| Invoice | | | |
| Cash Payment | E 101-52100-300 OPERATING SUPPLIES | SUBURBAN TACTICAL - KNIT HAT/HAAG | \$18.77 |
| Invoice | | | |
| Cash Payment | E 101-52100-300 OPERATING SUPPLIES | CDW GOVT - LICENSES FOR AXIS CAMERA STATIONS | \$478.74 |
| Invoice | | | |
| Cash Payment | E 101-52100-290 OUTSIDE SERVICES/C | VESTA AT&T - GOPHONE DECEMBER CHARGE | \$26.66 |
| Invoice | | | |
| Cash Payment | E 101-52100-300 OPERATING SUPPLIES | BLAUER MFG - CLOTHING/SOBONIAK | \$59.98 |
| Invoice | | | |
| Cash Payment | E 101-52100-300 OPERATING SUPPLIES | WCPA - MEMBERSHIP/KELSEY | \$80.00 |
| Invoice | | | |
| Cash Payment | E 101-52100-300 OPERATING SUPPLIES | DANNER - LACROSSE - CLOTHING/GREENWOOD | \$241.73 |
| Invoice | | | |
| Cash Payment | E 101-52100-300 OPERATING SUPPLIES | AMAZON - GLOVES/MUELLER | \$43.49 |
| Invoice | | | |
| Cash Payment | E 101-52100-300 OPERATING SUPPLIES | MENARDS - KITCHEN PROJECT ITEMS | \$21.70 |
| Invoice | | | |
| Cash Payment | E 802-52100-300 OPERATING SUPPLIES | BROWNELL - FIRING PIN ASSEMBLY | \$67.94 |
| Invoice | | | |
| Cash Payment | E 101-52100-300 OPERATING SUPPLIES | HOME DEPOT - PI ROOM REFRIGERATOR | \$449.10 |
| Invoice | | | |
| Cash Payment | E 101-52100-300 OPERATING SUPPLIES | AMAZON - BOOTS/JORGENSEN | \$130.00 |
| Invoice | | | |

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| Cash Payment | E 101-52100-300 OPERATING SUPPLIES | PIGGLY WIGGLY - REFRESHMENTS FOR CHIEF'S MTG | \$64.75 |
| | Invoice | | |
| Cash Payment | E 101-51400-300 OPERATING SUPPLIES | PIGGLY WIGGLY - BOTTLED WATER FOR BOARD ROOM | \$5.00 |
| | Invoice | | |
| Cash Payment | E 101-51500-300 OPERATING SUPPLIES | WI DOR - BUSINESS TAX REGISTRATION RENEWAL | \$11.00 |
| | Invoice | | |
| Cash Payment | E 620-53700-930 MISC GENERAL EXPEN | AMAZON - BATTERY FOR SCADA BACKUP BATTERY | \$75.66 |
| | Invoice | | |
| Cash Payment | E 620-53700-652 MAINTENANCE OF SE | AMAZON - MISC BATTERIES | \$39.52 |
| | Invoice | | |
| Cash Payment | E 101-53000-180 OTHER BENEFITS | PIGGLY WIGGLY - POKEY'S LUNCH | \$394.31 |
| | Invoice | | |
| Cash Payment | E 101-52100-300 OPERATING SUPPLIES | LA POLICE GEAR - CREDIT DUE | -\$18.99 |
| | Invoice | | |
| Cash Payment | E 101-52100-300 OPERATING SUPPLIES | SUBURBAN TACTICAL - DEBARGE UNIFORM ALLOWANCE | \$24.94 |
| | Invoice | | |
| Cash Payment | E 101-51400-395 COMMUNITY RELATIO | SUNSET HILL STONEWARE - EMPLOYEE GIFTS | \$204.32 |
| | Invoice | | |
| Cash Payment | E 101-51400-395 COMMUNITY RELATIO | HOME DEPOT - GIFT CARDS FOR EMPLOYEES | \$60.00 |
| | Invoice | | |
| Cash Payment | E 101-51400-395 COMMUNITY RELATIO | WALMART - GIFT BAGS AND CANDY FOR EMPLOYEES | \$43.85 |
| | Invoice | | |
| Cash Payment | E 101-52100-290 OUTSIDE SERVICES/C | GORDON FLESCH - DEC COPIER | \$66.00 |
| | Invoice | | |
| Cash Payment | E 101-53000-220 UTILITY SERVICES | TWC - NOV-DEC INTERNET | \$83.33 |
| | Invoice | | |
| Cash Payment | E 620-53700-605 MAINTENANCE-WATE | TWC - NOV-DEC INTERNET | \$83.33 |
| | Invoice | | |
| Cash Payment | E 204-53610-385 MAINTENANCE-COLLE | TWC - NOV-DEC INTERNET | \$83.33 |
| | Invoice | | |
| Cash Payment | E 101-52200-290 OUTSIDE SERVICES/C | TWC - NOV-DEC INTERNET | \$104.03 |
| | Invoice | | |
| Cash Payment | E 101-53000-360 VEHICLE MAINT/EXPE | EH WOLF - GAS & DIESEL | \$3,146.38 |
| | Invoice | | |
| Cash Payment | E 101-55110-310 BOOKS & MATERIALS | BAKER & TAYLOR BOOKS | \$28.69 |
| | Invoice | | |
| Cash Payment | E 101-55110-310 BOOKS & MATERIALS | BAKER & TAYLOR BOOKS | \$206.62 |
| | Invoice | | |
| Cash Payment | E 101-55110-310 BOOKS & MATERIALS | BAKER & TAYLOR BOOKS | \$119.97 |
| | Invoice | | |
| Cash Payment | E 101-55110-310 BOOKS & MATERIALS | BAKER & TAYLOR BOOKS | \$449.38 |
| | Invoice | | |
| Cash Payment | E 804-56700-718 DISTRICT ADV & MARK | OCREATIVE - SOCIAL MEDIA CONSULTING | \$270.00 |
| | Invoice | | |

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| Cash Payment | E 101-55300-300 OPERATING SUPPLIES | HEARTH SONG - BEFORE/AFTER SCHOOL SUPPLIES | \$37.82 |
| Invoice | | | |
| Cash Payment | E 101-53000-360 VEHICLE MAINT/EXPE | EH WOLF - DIESEL/FUEL | \$1,992.17 |
| Invoice | | | |
| Cash Payment | E 101-52200-290 OUTSIDE SERVICES/C | TWC - DEC-JAN SERVICE | \$249.99 |
| Invoice | | | |
| Cash Payment | E 101-53000-360 VEHICLE MAINT/EXPE | EH WOLF - ENGINE OIL/TRANS FLUID/DIESEL/GAS | \$5,845.64 |
| Invoice | | | |
| Cash Payment | E 804-56700-718 DISTRICT ADV & MARK | OCREATIVE - EMAIL MARKETING CONSULTING | \$270.00 |
| Invoice | | | |
| Cash Payment | E 804-56700-718 DISTRICT ADV & MARK | OCREATIVE - BLOG ADDITION TO WEBSITE | \$600.00 |
| Invoice | | | |
| Cash Payment | E 101-55110-310 BOOKS & MATERIALS | BAKER & TAYLOR - BOOKS | \$28.58 |
| Invoice | | | |
| Cash Payment | E 101-55110-310 BOOKS & MATERIALS | BAKER & TAYLOR BOOKS | \$99.64 |
| Invoice | | | |
| Cash Payment | E 101-55110-310 BOOKS & MATERIALS | BAKER & TAYLOR BOOKS | \$604.05 |
| Invoice | | | |
| Cash Payment | E 101-52100-290 OUTSIDE SERVICES/C | GORDON FLESCH - DEC-JAN COPIER | \$103.45 |
| Invoice | | | |
| Cash Payment | E 101-52100-300 OPERATING SUPPLIES | AT&T - UVERSE SERVICE | \$74.73 |
| Invoice | | | |
| Cash Payment | E 101-51500-300 OPERATING SUPPLIES | LOCAL GOVT EDUCATION - UW GB TREASURER'S INSTITUTE DETERT | \$472.00 |
| Invoice | | | |
| Cash Payment | E 101-51400-300 OPERATING SUPPLIES | LOCAL GOVT EDUCATION - UW GB CLERK INSTITUTE BUSHEY | \$472.00 |
| Invoice | | | |
| Cash Payment | E 101-51400-300 OPERATING SUPPLIES | TWC - DEC - JAN INTERNET | \$53.00 |
| Invoice | | | |
| Cash Payment | E 101-52400-300 OPERATING SUPPLIES | TWC - DEC - JAN INTERNET | \$53.00 |
| Invoice | | | |
| Cash Payment | E 101-51500-300 OPERATING SUPPLIES | TWC - DEC - JAN INTERNET | \$53.00 |
| Invoice | | | |
| Cash Payment | E 101-55300-300 OPERATING SUPPLIES | TWC - DEC - JAN INTERNET | \$53.00 |
| Invoice | | | |
| Cash Payment | E 101-52100-300 OPERATING SUPPLIES | TWC - DEC - JAN INTERNET | \$53.00 |
| Invoice | | | |
| Cash Payment | E 101-53000-220 UTILITY SERVICES | TWC - DEC - JAN INTERNET | \$53.00 |
| Invoice | | | |
| Cash Payment | E 620-53700-605 MAINTENANCE-WATE | TWC - DEC - JAN INTERNET | \$53.00 |
| Invoice | | | |
| Cash Payment | E 204-53610-385 MAINTENANCE-COLLE | TWC - DEC - JAN INTERNET | \$53.00 |
| Invoice | | | |
| Cash Payment | E 101-55370-300 OPERATING SUPPLIES | TWC - DEC - JAN INTERNET | \$30.00 |
| Invoice | | | |
| Cash Payment | E 101-55110-310 BOOKS & MATERIALS | BAKER & TAYLOR - BOOKS | \$26.29 |
| Invoice | | | |

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|------------------|-----------|-------|-------------|-------|-------|-------------|
| Transaction Date | 1/18/2018 | Due 0 | GF Checking | 11100 | Total | \$25,691.72 |
|------------------|-----------|-------|-------------|-------|-------|-------------|

Fund Summary

| | 11100 GF Checking |
|------------------------------------|-------------------|
| 804 BUSINESS IMPROVEMENT DISTRICT | \$3,430.41 |
| 802 LAKE AREA CRITICAL INCIDENT TM | \$67.94 |
| 801 TRUST & AGENCY FUND | \$7,211,495.07 |
| 620 WATER FUND | \$2,794.91 |
| 301 DEBT SERVICE FUND | \$2,394,909.38 |
| 204 SEWER | \$1,272.21 |
| 101 GENERAL FUND | \$151,081.74 |
| | <hr/> |
| | \$9,765,051.66 |

| | |
|--|----------------|
| Pre-Written Checks | \$9,765,051.66 |
| Checks to be Generated by the Computer | \$0.00 |
| Total | <hr/> |
| | \$9,765,051.66 |

**VILLAGE OF HARTLAND
LICENSES AND PERMITS
FEBRUARY 12, 2018**

Class “B Liquor” License

Applicant: Heidi Nugent Java Services LLC
Location: 418 Merton Ave.
Agent: Heidi Nugent

The following documents are complete and on file

- Original Alcohol Beverage Retail License Application
- Auxiliary Questionnaire
- Schedule of Appointment of Agent

Temporary Class B Beer/Wine License

Applicant: St. Charles Congregation
Location: St. Charles Parish, 313 Circle Drive
Event: Fish Fry
Date: February 16, February 23. March 2, March 9, March 16

Temporary Operator’s License

Nancy Berg Van De Laarschot, St. Charles

Bartender (Operator’s) License – expires June 30, 2018

Sarah Yates
Marissa Bloomer
Samantha Geissler

The Police Chief and Village Clerk recommend approval of the licenses listed above. The applicants have successfully completed the Responsible Beverage Servers Course.

MEMORANDUM

TO: President and Village Board
FROM: David E. Cox, Village Administrator 
DATE: February 9, 2018
SUBJECT: "Class B" Liquor License Issuance

The Board will note that the agenda for Monday, includes actions related to a request from Heidi Nugent of Pink Mocha Café for a "Class B" Liquor License for intoxicating liquors (hard liquor). As you will recall, the Pink Mocha Café was issued a Class "B" (Beer) Liquor License and a Class C Wine License in 2017.

Based on State Law and the Village's current population, Hartland is authorized 13 Regular "Class B" Liquor Licenses for intoxicating liquors and five (5) Reserve "Class B" Liquor Licenses. As of this writing, the Village has issued 12 Regular "Class B" licenses and 2 Reserve "Class B" licenses. The available Regular license is the one recently revoked from JC Bogars. As the Board knows, the initial issuance cost for the Reserve licenses is \$10,000. Thereafter, renewals of the license by the same entity are at the standard rate of \$500.

Previously, the Village Board denied the issuance of a "Class B" liquor license to Board and Brush, which was requested by the art studio to allow the sale of wine for consumption on the premises. At the time, the Village Board generally agree that the non-restaurant service business was not an appropriate use for the license (See attached minutes). In the alternative, the business installed certain sanitation facilities, received a Waukesha County restaurant permit and was granted a Class C Wine license.

In this case, the applicant is a restaurant with hours (according to the website) from 7:00am Monday through Saturday and 8:00am on Sunday. The establishment closes at 5:00pm Monday through Friday and 3:00pm Saturday and Sunday. With the current licenses, the establishment is able to sell beer and fermented malt beverages and wine. It is staff's understanding that the proposed license would allow the expansion into hard liquor for the purpose of being able to sell brunch-type drinks like Bloody Mary's and the like.

As described in the League of Wisconsin Municipalities guide Municipal Licensing and Regulation of Alcohol Beverages, the Village has "broad discretion" regarding the decision "to issue a license to a particular applicant at a particular location." The Village Board must conduct a proper review and make a determination based on "public sentiment and local concern" that is based on the public health, safety and welfare of the community. The Board is asked to keep this in mind as it determines whether to issue the requested license.

DCPink Mocha License

Attachment

cc: Hector de la Mora, Village Attorney

**VILLAGE BOARD MINUTES
MONDAY, JANUARY 12, 2015
7:00 PM
BOARD ROOM, MUNICIPAL BUILDING, 210 COTTONWOOD AVENUE**

Roll Call

Pledge of Allegiance – President Lamerand

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

Others: Administrator Cox, Clerk Igl, Police Captain Bagin, Finance Director Bailey, DPW Director Einweck, Steve Martinez (Lake Country Reporter), Katherine Michalets (Waukesha Freeman), Hartland Fire Command Staff

Swearing In of Dave Dean as Interim Fire Chief and introduction of Command Staff

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

1. Motion (Meyers/Wallschlager) to approve Village Board minutes of December 22, 2014. Carried (7-0).
2. Motion (Landwehr/Swenson) to approve the vouchers for payment in the amount of \$451,202.98. Carried (6-0). Meyers abstained.
3. Consideration of actions related to Licenses and Permits
 - a. Actions related to the consideration of the issuance of a Class "B" Beer License and a "Class B" Liquor License for the premise located at 110 W. Capitol Dr. (Board & Brush Creative Studio, Julie Selby, Agent)
 - i. **PUBLIC HEARING**

President Lamerand opened the public hearing at 7:07 p.m. Administrator Cox pointed out that this license request is for a Class B liquor license and that these licenses are limited under a quota system established by the state. He stated that the Village currently has one regular license and 3 reserve licenses available. He stated that this is a policy question for Board consideration as this would be the first Class B liquor license issued for a non-restaurant/bar type of business. In addition, issuance of this license would result in the Village having only reserve licenses available which require a \$10,000 initial issuance fee for any new business wanting to open in the Village. There were no public comments.

Trustee Stevens stated concerns that other service businesses would also apply for liquor licenses and stated that he did not feel it was necessary to serve alcohol at this type of business.

Trustee Compton stated that based on her experience she was against issuance of this license as liquor licenses are extremely valuable to a restaurant or bar wanting to open a business in the municipality. She stated that this would not be a proper way to use one of these valued licenses.

It was clarified that the number of reserve licenses that may be issued by the Village is limited to five with three currently available. The number of reserve licenses may increase based on population.

Trustee Wallschlager stated that she agreed that this may not be the best use of the available license but that she felt the Board should not discriminate and that if the applicant qualifies for the license it should be issued. She stated that she felt the Board should promote retail establishments in the downtown area.

Trustee Compton stated that the Board may be better served by lobbying State officials to drop the quota on these types of licenses but in the meantime should protect what we currently have.

Trustee Meyers agreed that the downtown should be developed and that it may make more sense to have the license available for a restaurant or bar that may draw patrons to the downtown.

President Lamerand closed the Public Hearing at 7:16 p.m.

- ii. Consideration of an action related to issuance of a Class "B" Beer License and a "Class B" Liquor License for the premise located at 110 W. Capitol Dr. to Board & Brush Creative Studio, Julie Selby, Agent.

President Lamerand stated the Board needs to consider what is in the best interest of the Village overall and the best use of licenses. He stated that allowing a non-traditional business to have a Class B Liquor license may create problems. He stated that this is not a venue that is open to the general public for sales of liquor and that is what the licenses are intended for but rather are for the purposes of establishing a business in which the use of a liquor license is an integral part of their operation.

President Lamerand further stated that until the State changes the quota and allows for ancillary use of serving alcohol in other business establishments, the Village should not issue this license.

Motion (Stevens/Landwehr) to deny the issuance of a Class "B" Beer License and a "Class B" Liquor License for the premise located at 110 W. Capitol Dr. to Board & Brush Creative Studio, Julie Selby, Agent. Carried (7-0).

MEMORANDUM

TO: President and Village Board
FROM: David E. Cox, Village Administrator 
DATE: February 9, 2018
SUBJECT: Division of Former Sluggers Site

As the Board will recall, in August 2017, the now-owner of the property east of 1270 E. Capitol Dr. asked the Village Board whether it would consider the division of the property into two parcels (one 1-acre parcel and one 2-acre parcel) neither of which would be served by municipal water and sewer utilities (See attached E-mail from the requestor, which was included in the Village Board packet). The Village's Comprehensive Plan and the Village Code both call for all newly-created lots to be served by these utilities unless certain extraordinary circumstances apply. Based on the discussion, the Village Board agreed to allow the division to proceed and directed staff to work through the necessary adjustments to the Village Code to allow it. After further consideration by the owner, Craig Eisenhut, he is now pursuing a three-parcel concept.

In December, Mr. Eisenhut presented a concept to the Plan Commission that requested three (3) parcels on the property including two (2) 13,750 square foot parcels (less than 1/3 acre) and one (1) parcel of about 2.4 acres. During the Plan Commission's consideration of the proposal, they also considered the conceptual provisions of a new zoning regulation for this situation that was based on the Village Board's original consideration and the research performed by staff.

In reviewing the Village Code, it was determined that the only residential zoning district the Village has that does not list an intention for all lots to have municipal utilities was the RSE-1 District. This district is very restrictive and requires one (1) acre density from which it excludes all "environmental" lands like wetlands, flood lands and lands zoned Upland Conservancy Overlay. It also requires one (1) acre parcels with 150 feet of lot width. While there is a slim possibility this district would have allowed the original proposal, it would not work for three parcels and would not work for Mr. Eisenhut's stated preference for one smaller lot and one large lot.

Staff had reviewed area regulations for unsewered property to determine appropriate regulations for the new zoning category. The Towns of Merton and Delafield (from which this property came) maintain a minimum lot size for newly-divided unsewered property of 30,000 feet and 120 feet of lot width. Additionally, the towns regulate the maximum area of a lot allowed to be covered with impervious surfaces. The Town of Delafield allows a maximum of fifteen percent (15%) of the property to be impervious while the Town of Merton uses a maximum Floor Area Ratio of fifteen percent (15%). Based on discussions with the County, the intent of such a size

and coverage regulations is to provide adequate space for septic fields and appropriate separation between the fields and the potable water well.

During discussion of the proposed division, the Plan Commission was inclined to use 30,000 square feet as a basis for lot size with a 120-foot lot width minimum but it did indicate a willingness to reduce the lot size somewhat if the petitioner could demonstrate satisfactory provisions for on-site wastewater treatment and potable water in combination with a house and other facilities.

Using the research information and the Plan Commission's input, a proposed ordinance was drafted using the aforementioned RSE-1 as a guide. The new district, RSE-2 allows for density of 1.45 units per net acre with the same exclusion of environmental lands. Lots in the proposed district would be 30,000 square feet with a provision that allows 25,000 square feet when the petitioner can demonstrate the ability to site proper septic, water and impervious surfaces on the property. It calls for lots of 120-foot width. This draft regulation would allow two parcels on the lot with the larger being about 2.4 acres.

Again, Mr. Eisenhut has requested permission to divide the property into three, 110+ foot wide parcels that would average about one acre each. It should be pointed out that the area of the property not encumbered by the steep slopes that are within the Upland Conservancy Overlay District total about 82,000 square feet or about 1.9 acres. This 1.9 acres of land constitutes the area that would be acceptable for on-site wastewater treatment. Further, staff notes that the properties immediately adjacent to this property have lot widths of 120 feet and 216 feet.

The Board is asked to review Mr. Eisenhut's revised proposal and determine whether direction should be given to revise the draft ordinance to accommodate narrower lots for the Plan Commission's consideration. As you will recall, ultimately, the ordinance will be presented to the Village Board for public hearing and final consideration.

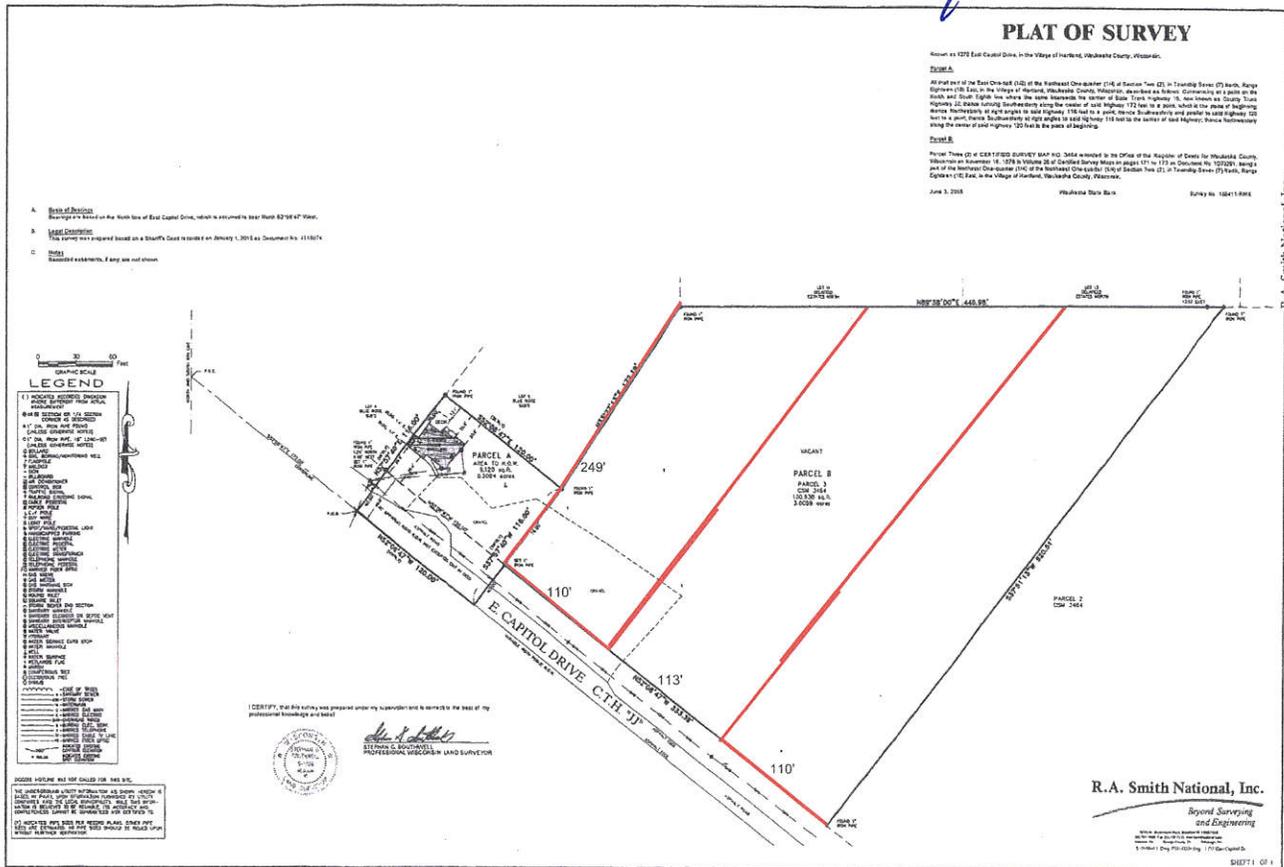
DCBoard Division Change

Attachment

cc: Plan Commission
Scott Hussinger, Building and Zoning Official
Hector de la Mora, Village Attorney
Craig Eisenhut, Property Owner

[See related memo regarding Utility Exception Information dated February 9, 2018]

CURRENT PROPOSAL FROM EISENHUT
2/2018



David Cox

From: Craig Eisenhut <eisenstein69@yahoo.com>
Sent: Tuesday, August 08, 2017 10:55 PM
To: David Cox
Subject: sluggers property letter of intent

Hello David

I am writing this letter of intent to propose to the village board. My name is Craig Eisenhut, I currently live at n46w29096 E. Capitol Dr. Hartland. I am married and have 3 children. Our desire is to be back in the village of hartland where I have lived my whole life. I am currently in contract to purchase the vacant land next to 1270 E. Capitol dr. My plan is to split the property into 2 properties, 1 single acre property and 1 two acre property. I would like to build a single family home on each property. I am looking for guidance on how to avoid the villages sewer and water requirements. The property has been tested and will accommodate a traditional septic system. I would like to seek some sort of variance/ exclusion/ grandfather clause from the villages requirements to make it economically feasible to develop these single family homes.

Thank You
Craig Eisenhut

**VILLAGE OF HARTLAND
ORDINANCE NO. _____**

**AN ORDINANCE TO AMEND CHAPTER 46
OF THE VILLAGE OF HARTLAND MUNICIPAL CODE
PERTAINING TO ZONING ORDINANCE**

DRAFT - February 9, 2018

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

Section 1: Chapter 46 of the Village of Hartland Municipal Code of Ordinances pertaining to Zoning Ordinance is hereby amended to create Division 25 regarding creation of the RSE-2 Single-Family Residential Estate District as follows.

DIVISION 25. - RSE-2 SINGLE-FAMILY RESIDENTIAL ESTATE DISTRICT

Sec. 46-716. - Intent.

(1) The RSE-2 residential district is intended to provide single-family residential development along the borders of the village when the extension of municipal water and sewer utilities is not practical. In order to achieve a compatible transition between village development and the surrounding areas, development in this district will consist of larger lots and is authorized to occur without municipal sewer and water. Extension of these utilities is considered impractical when all of the following conditions exist.

- a. Existing utilities are greater than 100 feet from the closest boundary of the subject property.
- b. At least one parcel not owned by the owner of the subject property lies between the terminus of the existing utilities and the subject property.
- c. The length of additional utility extension required to reach the closest boundary of the subject property is greater than fifty percent (50%) of the length of the frontage of the subject property.

(2) No development requiring the use of a subdivision plat, which involves divisions exceeding four (4) lots, would be allowed within this district.

(3) Density within this district shall not exceed 1.45 units per net acre. Land which is permanently protected natural area shall be excluded from the net acre density ratio for the RSE-2 zoning district.

(4) The permanently protected natural areas are deemed to be lands in the following zoning classifications:

- a. C-1 lowland conservancy district;
- b. FWO floodway overlay district;
- c. FFO floodplain fringe overlay district;
- d. UCO upland conservancy overlay district.

Sec. 46-717. - Permitted uses.

Permitted uses in the RSE-2 district are as follows:

(1) Community living arrangements licensed by the state which have a capacity of eight or fewer persons, subject to the limitations set forth in Wis. Stats. § 62.23(7)(i).

- (2) Essential services and public street rights-of-way.
- (3) Foster homes.
- (4) Single-family dwellings.
- (5) Family day care home.

Sec. 46-718. - Permitted accessory uses.

Permitted accessory uses in the RSE-2 district are as follows:

- (1) Gardening, tool and storage sheds incidental to the residential use.
- (2) Home occupations and professional home offices.
- (3) Private garages and carports.
- (4) Ground-mounted and building-mounted earth station dish antennas.

Sec. 46-719. - Conditional uses. (See article IV of this chapter.)

Conditional uses permitted in the RSE-2 district are as follows:

- (1) Community living arrangements licensed by the state which have a capacity for nine to 15 persons, subject to the limitations set forth in Wis. Stats. § 62.23(7)(i).
- (2) Utility substations, municipal wells, lift/pumping stations, water towers and communication towers.
- (3) Wind energy conversion systems.
- (4) Bed and breakfast establishments.

Sec. 46-720. - Lot area and width. (See also section 46-926.)

Lots in the RSE-2 district shall have a minimum area of 30,000 square feet and shall not be less than 120 feet in width. Without reducing the overall density, Lot area and width may be reduced to not less than 25,000 square feet by the Village Board, upon recommendation of the Plan Commission, when the information contained on a CSM as required under Sec 46-721 indicates that sufficient space exists for the required facilities and setbacks.

Sec 46-721. –CSM Requirements

All requests for land division in this district or for property intended to be zoned in this district shall contain the following information on the face of the CSM and as an attachment to the CSM filed simultaneously therewith.

- (1) All information as required by section 50-136 of this Code.
- (2) Identified location and size of the following:
 - a. Two, appropriately sized septic fields (primary and replacement)
 - b. Other necessary facilities for the private on-site wastewater treatment system
 - c. Potable water well
 - d. Buildable footprint for all structures planned for the property

(3) Percolation test data, test boring information provided by a Wisconsin certified soil tester.

Sec 46-722. –Lot Coverage

The impervious surface coverage on lots in this district shall not exceed 15% of each lot.

Sec. 46-723. - Building height and area. (See also section 46-926.)

No building or parts of a building in the RSE-2 district shall exceed 35 feet in height. The minimum floor area shall be 1,600 square feet, single-story; 1,800 square feet, split level; and 2,000 square feet, two-story.

Sec. 46-724. - Yards. (See also section 46-926.)

Yard regulations in the RSE-2 district are as follows:

- (1) *Rear yard*: Not less than 50 feet.
- (2) *Side yard*: A minimum of 30 feet.
- (3) *Street yard*: A minimum of 40 feet from the right-of-way of all public streets.
- (4) *Shore yard*: See [section 46-16](#).

Sec. 46-725. - Erosion control, stormwater management and illicit discharges.

See [chapter 76](#) of the Municipal Code of the Village of Hartland.

Sec. 46-726. – Compulsory utility connection.

In accordance with other provisions of this Code, future connection to municipal utilities may be required when one or more utilities are present within a specified distance of any property in this zone.

Secs. 46-727—46-740. - Reserved.

Section 2: 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 3: This Ordinance shall take effect and be in full force after adoption and proper publication.

Adopted this _____ day of _____, 2018.

VILLAGE OF HARTLAND

ATTEST:

By: _____
Jeffrey Pfannerstill, Village President

Darlene Igl, MMC, WCPC, Village Clerk

MEMORANDUM

TO: President and Village Board
FROM: David E. Cox, Village Administrator 
DATE: February 9, 2018
SUBJECT: Utility Exception Information

As part of the Plan Commission's and Village Board's final actions related to any land division (CSM or subdivision plat) and development of properties without municipal utilities, the Plan Commission and Village Board will be to make finding in accordance with Section 50-33 (Land Division Ordinance) of the Village Code related to Exceptions and Modifications.

That section is as follows:

Sec. 50-33. - Exceptions and modifications.

Where, in the judgment of the plan commission, it would be inappropriate to apply literally the provisions of article III and article IV of this chapter because of the proposed subdivision being located outside of the corporate limits, or because exceptional or undue hardship would result, the village board, upon recommendation of the plan commission, may waive or modify any requirement to the extent deemed just and proper. Such relief shall be granted without detriment to the public good, without impairing the intent and purpose of this chapter or the desirable general development of the community in accordance with an adopted comprehensive plan or component thereof. No exception or modification shall be granted unless the plan commission finds that **all** the following facts and conditions exist and so indicates in the minutes of its proceedings:
(Emphasis Added)

- (1) *Exceptional circumstances.* There are exceptional, extraordinary or unusual circumstances or conditions where a literal enforcement of the requirements of this chapter would result in severe hardship. Such hardships should not apply generally to other properties or be of such a recurrent nature as to suggest that this chapter should be changed.
- (2) *Preservation of property rights.* Such exception or modification is necessary for the preservation and enjoyment of substantial property rights possessed by other properties in the same vicinity.
- (3) *Absence of detriment.* The exception or modification will not create substantial detriment to adjacent property and will not materially impair or be contrary to the purpose and spirit of this chapter or the public interest.
- (4) *Minimum required.* A minimum of six affirmative plan commission member votes shall be required to recommend any exception or modification of this chapter to the village board. A simple majority vote of the plan commission quorum shall be required before recommending any exception or modification of this chapter to the village board, and the reason shall be entered into the minutes of the plan commission.

President and Village Board - Utility Exception Information

February 9, 2018

Page 2

It is noted that there appears to be a conflict in the language of the Code in paragraph 4 wherein it seems to give conflicting vote requirements. Implementation of the provision should follow the more restrictive method in order to be conservative in the interpretation. The Village Board may be asked to adjust the language in the future once more information on the intent of the original legislative act can be determined.

DCException Information

cc: Plan Commission
Scott Hussinger, Building and Zoning Official
Hector de la Mora, Village Attorney
Craig Eisenhut, Property Owner

MEMORANDUM

TO: Plan Commission

FROM: David E. Cox, Village Administrator 

DATE: January 12, 2018

SUBJECT: E Capitol Drive CSM – Non-Utility Properties

Your agenda for Monday includes concept consideration of a CSM to divide the property east of 1270 E Capitol Drive into three parcels. As you will recall, this is the former site of the Sluggers bar. Further, the Village Board has indicated a willingness to allow this property to develop for single family uses without the extension of water and sewer. This memo will provide some information and recommendations for the Plan Commission to consider while it provides direction on the CSM.

Current zoning for the parcel is RS-3 Single Family Residential, which calls for 12,000 square foot lots and 90 feet of frontage. The petitioner is proposing two lots with 110-foot widths and total areas of about 13,750 square feet. The remaining lot would have a frontage of about 113 feet and land area of about 2 acres. These would be compliant in the RS-3 District. However, the RS-3 District, as all of Hartland's current zoning districts do, calls for "municipal sewer and water facilities." (§46-271) As such, staff recommends that the CSM not be considered in the context of the RS-3 District. The Commission should recommend that a new zoning district be created and other amendments to the Village Code be made to accommodate the new policy directive of the Village Board. The concept CSM should be considered within the framework of that new district.

Staff has reviewed area regulations for unsewered property. While Waukesha County has eliminated its own minimum lot size for these parcels in favor of local control, the area towns do maintain regulations. The Towns of Merton and Delafield (from which this property came) maintain a minimum lot size for newly-divided unsewered property of 30,000 feet and 120 feet of lot width. Additionally, the towns regulate the maximum area of a lot allowed to be covered with impervious surfaces. The Town of Delafield allows a maximum of fifteen percent (15%) of the property to be impervious while the Town of Merton uses a maximum Floor Area Ratio of fifteen percent (15%). Based on discussions with the County, the intent of such a size and coverage regulations is to provide adequate space for septic fields and appropriate separation between the fields and the potable water well.

Staff, therefore, recommends that the Plan Commission pursue a new zoning district to be applied to non-sewered and/or non-watered properties in connection with this proposed CSM. The regulations would include:

- Minimum lot size of 30,000 square feet.

- Minimum lot width of 120 feet.
- Maximum impervious surface on the property of fifteen percent (15%).
- Such district would include a statement that the Village's desire is for water and sewer utilities but that when that is impractical this district could be implemented.
- Further, the district or the Code could establish a requirement that the distance from existing utilities would require an increase of 50% or more in the linear feet of utility to be installed (at least 100 extra feet) in order to cross one or more properties where utilities are not present in the ROW before the new zoning category or utility waiver could be implemented.
- Any land division in this district or intended to be in this district must show percolation tests, building/structure envelopes or exclusion zones for septic field protection.
- Any land division must also show potential well installation sites as they relate to the septic areas and building envelopes.
- CSM should show information as required to prove ability to use on site waste disposal.
- In order to prevent this district from being used for larger subdivisions, the district or Code could include additional limiting provisions such as allowing this district to be applied only for minor land divisions (CSM), which include less than 5 lots. Any instance that required a subdivision plat would be ineligible for this allowance. Further, the existing compulsory connection requirement for parcels that are passed by utilities would explicitly apply to these unsewered/unwatered properties in that if the utilities do pass the properties in the future they would be required to connect.

As noted, the currently proposed CSM would not meet the aforementioned lot requirements. Staff recommends that the Commission instruct the staff to draft the zoning regulation as described and direct the petitioner to revise the CSM to comply with the intended regulations. The CSM should also reflect the area of the property encumbered by the Upland Conservancy Overlay zoning, which covers the portion of the property consisting of steep slopes. Both the CSM and the Zoning and general Code changes could then be considered in conjunction with one another.

DCNon-Sewer Development

cc: President and Board of Trustees
Hector de la Mora, Village Attorney
Scott Hussinger, Building and Zoning Official
Craig Eisenhut, Petitioner

VILLAGE OF HARTLAND
PETITION FOR LAND DIVISION:

EXTRATERRITORIAL PLAT REVIEW - \$100

CSM (Certified Survey Map) + \$300 Professional Fee Deposit
or

PRELIMINARY PLAT REVIEW + \$1,000 Professional Fee Deposit

Up to Five Parcels - \$150.00
Six to Fourteen Parcels - \$300.00
Fifteen or More Parcels - \$500.00

Reapplication for Approval of Any Preliminary
Plat Requiring Review \$50.00 (Minimum)
Reapplication for Previously Reviewed Plat \$10.00

FINAL PLAT REVIEW

\$10.00 Plus \$1.00 for Each Parcel Within the Final Plat
\$10.00 for Reapplication of Any Final Plat Previously Reviewed

| | |
|------------------|--------------|
| Date Filed: | Fee Paid: |
| Date of Meeting: | Receipt No.: |

1. Name: Craig Eisenhut
Address of Owner/Agent: E. Capitol Dr. Hartland WI 53029
"Sluggers"
Phone Number of Owner/Agent: (262) 719-6650

2. Give complete legal description of property to be considered. (Attach a separate sheet with description and label sheet "Exhibit A").

3. State present use of property and intended use.
I would like to split off the South West
Corner 110' wide by 125' deep and a build a home,
and the South East Corner 110' wide by 125' Deep. 3 Properties

Signature of Petitioner [Signature]
Address N46 W 290 96 E. Capitol Dr. Hartland WI 53029
Phone (262) 719-6650



David Cox

From: Ann Wallschlager
Sent: Thursday, February 01, 2018 12:13 PM
To: Jeffrey Pfannerstill; David Cox; familybrown4@comcast.net
Subject: River Reserve Concern
Attachments: Village Dog Waste stations.pdf

First I would like to thank Ms. Brown for bringing this issue to the village. Being a dog owner and lover, the easier we can make it for dog walkers to clean up after their pets, the less mess there should be.

I had my assistant do research yesterday on Pet Waste Stations and quality issues. Attached you will find the information that we went over. I feel that these stations would be good to have, not only along the ice age trail but throughout the village and parks.

The apartment complex in which my son lived in Florida was a pet friendly complex and had one of these for each building. There was also a fenced in exercise area for the dogs. In the 3 years he lived there, I did not see any issues with people not picking up after their dogs.

With this being said, I would like to request that is issue be put on the next Village Board agenda for discussion and/or vote. I would be willing to donate \$200 towards a waste station.

*Ann Wallschlager
Village Trustee
Village of Hartland*



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- ☰ [Choosing The Best Pet Waste Stations](#)
- [Choosing The Right Pet Waste Bags](#)
- [DoodyCalls Pet Waste Stations](#)
- [Selecting Pet Waste Station Locations](#)

Choosing The Best Pet Waste Stations

To help you make the right decision for your community, the following is a comprehensive guide to help you understand the various components of this equipment and how it all works.



Our team worked together to create what we believe are the smartest designed pet waste stations and pet waste bags available. Use the code DCN103115 to save \$25 off your first order at [DoodyCalls Direct >>](#)

[Pet Waste Station Components](#)

To start, pet waste stations have four main parts:

- ✕ • **Waste receptacle:** Where the waste goes. This part of the dog waste station holds a large plastic liner, which holds the dog waste residents drop off.
- ✕ • **Station post:** The backbone of a pet waste station. Every part of the station is secured to this post.
- ✕ • **Bag dispenser:** Holds fresh dog poop bags (or “litter bags”). These bags are what the pet owner will use to pick up after their dog. Most dispensers are made to hold one of two types of bags: “header style bags” or “Roll-style bags”
- ✕ • **Station sign:** A reminder sign located atop your station, encouraging owners to take a bag and pick up after their pets.

Pet Waste Station Receptacles

Of these station components, the waste receptacle and bag dispenser are where you have the most options. When selecting a pet waste station, keep the following in mind:

Construction and Material

There are three common materials used for constructing waste cans for pet waste stations: plastic, steel and aluminum. Stations may come in lightweight or heavy duty versions made from each of these three materials.

* We recommend aluminum instead of steel because aluminum doesn't rust.

While receptacles will not rust, depending on the type of plastic used plastic but may crack and and fade in color more quickly and noticeably than powder coated metal.

We have found that over time, lightweight metal containers are more likely to rust or fall apart requiring more frequent replacement than heavy-duty metal models.

We have also found that plastic and lightweight metal or steel receptacles tend to result in higher expenses over the long run compared to making an upfront investment in heavy-duty aluminum models.

Other things to look for are:

-  **Hinges:** Are the hinges made of aluminum or steel? Steel hinges may rust.
-  **Bolts:** Are the bolts that hold the receptacle to the post smooth carriage bolts or angled hex bolts? Carriage bolts are less likely to catch on and tear the bag when it is pulled out of the receptacle.

Protective Color Coating

Metal pet waste station parts are frequently either powder coated or painted. We recommend using stations that are powder coated. Powder coating is usually applied electrostatically. The powder coated metal is then heated to form a "skin." Powder coated finishes are generally tougher than paint.

Design and Water Tightness

Pet waste stations should always have a tight cover to keep the dog waste in and the water out. We refer to the mess that is created when water mixes with the contents of a dog waste receptacle as "poop soup." Needless to say, it is not pleasant. Emptying a station that is filled with "poop soup" is difficult to manage and just plain disgusting.

Many plastic stations have large holes in the side for depositing soiled waste bags. Others have loose fitting lids. Both of these designs will allow water to enter the plastic receptacle.

* The best stations have a small, mailbox-style chute that closes tightly and is just large enough for waste bags to be deposited. This helps to keep the water, vermin and insects out while keeping the waste and odors safely inside.

In addition, the mailbox-style chute greatly limits the types of items that can be placed in the bin, thereby making it difficult to dispose of inappropriate items - such as household trash - in the dog waste receptacle.

If you choose a station that has a round receptacle and a hinged lid you should look at the diameter of the lid compared to that of the waste receptacle. Does the diameter of lid match the can or is it larger? A larger diameter lid may help to keep water out better as it's unlikely that after frequent use the can lid will line up perfectly with can opening. A lid of equal diameter that is not perfectly aligned will provide an opening for water to enter the can. All DoodyCalls round lids are slightly oversized compared to the receptacle.

Aesthetics

Pet waste stations come in many different shapes, sizes and colors. The most popular stations tend to stand six to seven feet in total height (including the station sign) and are typically colored green, brown or black. The goal is to have pet waste stations blend in with their background, while still remaining visible and convenient.

Some stations have *additional features designed to further increase the aesthetic appeal of the station. For example, we powder coat our hardware to match the color of the pet waste station.*

When selecting stations, keep in mind that your community does not necessarily need to commit to only one style. In fact, many don't. For the most part, stations

are not located near each other, which means that uniformity does not have a considerable impact. What really matters is that your community has well-stocked, durable stations that are compatible, fulfill the needs of locations, are properly serviced and are in good working order for residents to use.

Pet Waste Station Posts

Pet waste stations are a combination of a bag dispenser and waste can with a sign at the top. These are all secured to one central post, which can either be a U-channel or a square post.

Posts may be powder coated or painted, two piece or one piece, and square and tubular or U-Channel.

X We recommend using square two piece powder coated posts. One piece posts are difficult to transport and are very heavy. We prefer the look of square posts and they are also frequently powder coated to match the color of the pet waste station. DoodyCalls uses two piece square posts for all of our pet waste stations.

Pet waste station posts should always be anchored in the ground with concrete, so you want to be strategic about placing them correctly the first time.

[Buy Posts >>](#)

Pet Waste Station Signs

Most pet waste stations include a sign at the top to remind dog owners to pick up after their pet. There are many options when it comes to choosing a sign for your stations – simply pick the sign/s that are the most aesthetically pleasing to you and your community.

[Buy Signs >>](#)

If you have questions about choosing pet waste stations, our team of community pet waste management specialists can help! You can reach us seven days a week at 1.800.366.3922.

[To buy pet waste stations, visit DoodyCalls Direct >>](#)

Pet Waste Station Bags

Pet waste stations aren't complete without Pet Waste Bags. To learn how to choose the pet waste bag that's right for your community read our guide [The Complete Guide to Choosing Pet Waste Bags!](#)

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- Peninsula Humane Society and SPCA

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DoodyCalls is the nation’s trusted leader in pet waste removal services for homeowners and communities. Doody is our duty, and we take our job seriously—with all our services 100% guaranteed.

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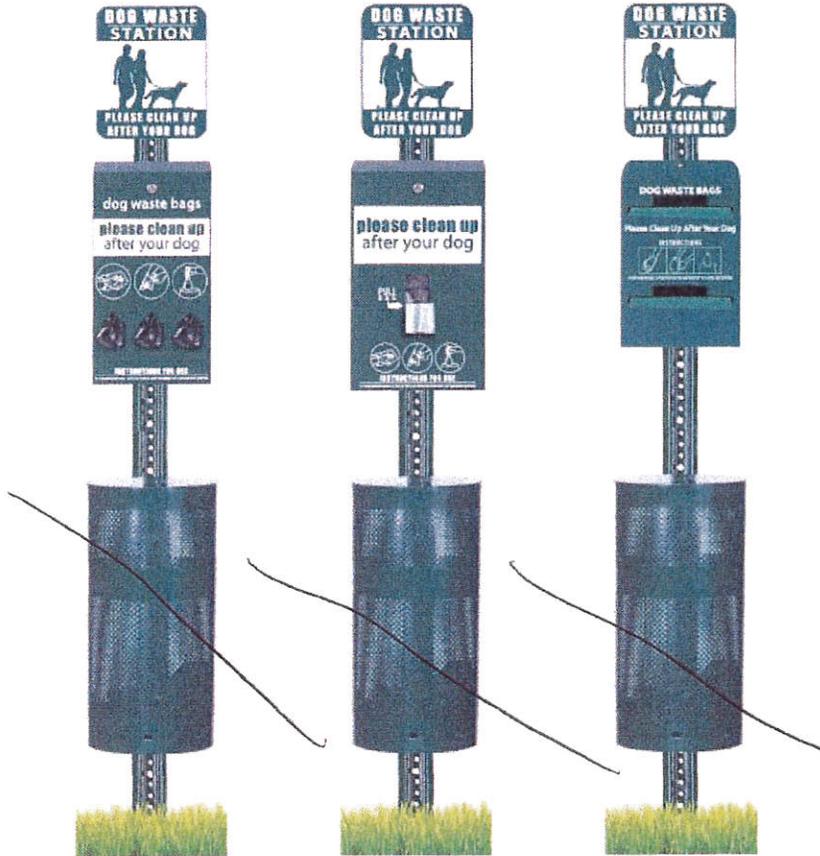
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3 reviews

List: \$179.00
Price: \$119.99

Color(Required) ▾



Black Green

[add](#) [view](#)



MINI DOG WASTE STATION
w/TIE-HANDLE BAG
SYSTEM - **DEPOT-405**

1 reviews

List: \$179.00
Price: \$119.99

Color(Required) ▾



Black Green

[add](#) [view](#)



MINI DOG WASTE STATION
w/The MittN BAG™
SYSTEM - DEPOT-027

List: \$179.00
Price: \$119.99

Color(Required) ▼



Black Green

[add](#) [view](#)



THE ULTIMATE DOG
WASTE STATION with
ROLL BAG SYSTEM -
DEPOT-778

List: \$500.00
Price: \$299.99

Color(Required) ▼



Black Green

[add](#) [view](#)



THE ULTIMATE DOG
WASTE STATION with
ONEpui® BAG SYSTEM -
DEPOT-777

List: \$500.00
Price: \$299.99

1 reviews

Color(Required) ▼



Black Green

[add](#) [view](#)



THE ULTIMATE DOG WASTE STATION with TIE-HANDLE BAG SYSTEM - DEPOT-779

List: \$500.00
Price: \$299.99

Color(Required) ▼



Black Green

[add](#) [view](#)



SQUARE CAN STATION w/The MittN BAG™ SYSTEM - DEPOT-029

List: \$279.00
Price: \$199.99

Color(Required) ▼



Black Green

[add](#) [view](#)



ROUND CAN STATION w/The MittN BAG™ SYSTEM - DEPOT-029-B

List: \$279.00
Price: \$199.99

Color(Required) ▼



Black Green

[add](#) [view](#)



YARD BUDDY Home Dog
Waste Station

List: \$259.00
Price: \$189.99

[add](#) [view](#)

Lowest Priced Dog Waste Stations in the USA!

Forged from ultra-strong 14 and 16 gauge aluminum. Not poly-plastic resin like our competitor's.

Professional Park and Property Managers have chosen our dog waste stations for their high quality and great value. **The best station you can buy for \$199.99!** Includes our 5-Year Warranty. Value Priced. Built to last!

DogWasteDepot.com Cheapest prices, period.

Why Buy a Dog Waste Station?

Dog Waste Stations help keep parks, multi-family properties and residential backyards clean by providing a spot for people to throw away dog waste. Commercial Dog Waste Stations include a post, sign waste can and a bag dispenser, with plastic waste pick-up bags. These convenient pet stations have several advantages for a community, from keeping unsuspecting residents from "stepping in it," to keeping open areas, and waterways safe from the health dangers of uncollected dog waste.

Pet waste stations keep dog waste from ruining a nice walk, or someone's busy day. Without dog waste stations, those walking their dogs might be tempted to not clean up after them, leaving an unattractive mess for everyone else, which leads to unhappy citizens and residents. Well placed dog stations also help stop a much more dangerous hazard. Improperly discarded dog waste can be more than annoying; it can also cause serious health and environmental problems.

Pet waste can carry viruses, bacteria and parasites harmful to humans and other animals. Dog waste left in parks, playing fields, playgrounds, and on the ground, has the potential to spread those unhealthy bugs

to adults and children. Parasites such as roundworm, tapeworms, and a variety of bacteria and viruses that can cause flu-like systems, or worse, can be spread by pets, most often through their waste.

And, dog waste should never be used as fertilizer. It is more likely to kill a lawn or garden than help it grow. A dog does not have the proper diet for its waste to be safely composted.

Dog waste, through storm water run-off can wash into storm drains, then into lakes and streams. It harms fish and aquatic wildlife by depleting oxygen in the water by releasing ammonia. It also destroys the natural balance of the water by encouraging the growth of algae.

These problems can be curbed by installing dog waste stations in your community, which are convenient for both those using them and maintaining them. All dog waste stations provide bags that dog owners can use to clean-up during their walks. Providing pet stations and dog waste bags encourages compliance.

Besides the aesthetic and environmental issues, dog waste stations can help communities, apartment complexes and individuals economically. A relatively small investment in dog waste stations means crews don't have to clean it off the streets and sidewalks, saving hours of manpower. And, for individuals, having a convenient place to throw away waste leaves them less susceptible to tickets and fines. Clean waterways, parks and communities means a higher quality of life, which helps a city or town attract businesses and industry, or an apartment manager attract good tenants. Dog waste stations are readily available across the United States.

Dog Waste Depot is committed to helping communities develop pet waste programs to increase clean-up compliance. Pet stations make clean up easy.

The dog waste stations and the dog waste bags offered at DogWasteDepot.com are less expensive than all competitors. Even so, our pet stations are made from commercial grade, rust proof aluminum, with a post made of powder coated steel, ensuring the durability expected for outdoor public areas. DogWasteDepot.com is able to provide low prices by selling direct and through large volume and specialization. Dog stations from Dog Waste Depot are chosen by more than 40,000 customers.

DogWasteDepot.com offers poop stations that make it easy for those walking their dogs to clean-up after them, helping to keep the quality of life in the community high for everyone. The doggie stations from DogWasteDepot.com are easy to set up with simple tools. So whether you call them dog waste stations, or pet stations, or doggy waste stations or doggie poop stations or dog stations-- buy with confidence from Dog Waste Depot

Responsible community management begins with well placed dog waste stations to encourage dog waste clean-up compliance.

Product Categories

[dog waste bags](#)
[dog digexpens](#)

[dog waste stations](#)
[waste canisters](#)

[dog station](#)
[dog waste bags](#)

Site Map

[about](#)
[why buy from DWD](#)
[resources](#)
[contact](#)
[faq](#)
[privacy policy](#)
[return policy](#)
[zip](#)

David Cox

From: Jeff Pfannerstill <jeffpfannerstill@gmail.com>
Sent: Friday, February 02, 2018 4:19 PM
To: David Cox
Subject: Fwd: River Reserve HOA concern

Please see below,

Paid for by Jeffrey Pfannerstill

Begin forwarded message:

From: Jeffrey Pfannerstill <jeffreyp@VillageofHartland.com>
Date: January 31, 2018 at 10:02:36 AM CST
To: "jeffpfannerstill@gmail.com" <jeffpfannerstill@gmail.com>
Subject: FW: River Reserve HOA concern

From: familybrown4@comcast.net
Sent: Wednesday, January 31, 2018 10:02:29 AM (UTC-06:00) Central Time (US & Canada)
To: Richard Landwehr; Randy Swenson; Ann Wallschlager; Karen Compton; Rick Stevens; Michael Meyers; Jeffrey Pfannerstill
Subject: River Reserve HOA concern

Good Morning,

My name is Caroline Brown and I am the current president of the River Reserve HOA and following our quarterly meeting the following issue was raise and would be interested in your response to this issue.

Our residents are very concerned about the amount of dog waste not picked up on and around the Ice Age Trail that is part of the River Reserve Subdivision path. It is unsightly, smelly and harmful to our community. The most abuse seems to be coming from the Cottonwood wayside area and the Hwy E and Lindenwood Drive area. Would the village be willing to place signage, garbage bins, along with dog waste bags like I have seen in other communities? We are looking for your help with a solution as this issue that has become even worse. The mile path behind the Cottonwood Wayside also is filled with dog waste as well and would benefit from proper signage, doggy do-do bags as well. Proper placement of garbage cans and signage about picking up dog waste, along with doggy dodo bags would help our Village of Hartland community lead the way as we are an Ice Age Trail community.

Please let me know how you can help us with this ever growing problem.

Caroline Brown



VILLAGE OF HARTLAND PLAN COMMISSION

RESOLUTION NO. _____

**A VILLAGE PLAN COMMISSION RESOLUTION RECOMMENDING
ADOPTION OF AN AMENDMENT TO
THE VILLAGE OF HARTLAND COMPREHENSIVE DEVELOPMENT PLAN: 2035**

WHEREAS, the Village of Hartland, pursuant to the provisions of Section 62.23 of the Wisconsin Statutes, has created a Village Plan Commission; and

WHEREAS, it is the duty and function of the Village Plan Commission, pursuant to Section 62.23(2) of the Wisconsin Statutes, to make, adopt and amend a comprehensive plan for the physical development of the Village of Hartland; and

WHEREAS, the Village of Hartland has adopted *The Village of Hartland Comprehensive Development Plan: 2035*, and the attendant recommended land use plan as a guide for the future development of the Village of Hartland and its environs; and

WHEREAS, the Village of Hartland has received a request to amend the Recommended Land Use Plan (Map 9-6) of said Plan to designate certain parcels north of CTH K, both within and without the Village, as Medium Low Density Cluster Development and as Two-Family Residential Development, including Parcels MRTT 0387996, MRTT 0387997 and HAV 0388989002 as shown in the attached Exhibit A; and

WHEREAS, the request further proposed to amend the Recommended Land Use Plan (Map 9-6) and other road-related aspects of said Plan to clarify the proposed routing of the planned relocation of CTH KE to show that proposed routing extending northward from the westerly intersection of CTH K and CTH KE as shown in the attached Exhibit A; and

WHEREAS, the Village Plan Commission considered the request at public meetings held on January 15, 2018 and February 19, 2018; and

WHEREAS, the Village Plan Commission has carefully considered the proposed Plan amendment at public meetings in addition to the meeting referenced above; and

WHEREAS, the Village Plan Commission, after considering the proposal, determined that the Two-Family Residential Development designation was not appropriate at this location and, as such, considered application of the Medium Low Density Cluster Development designation for the entire area under consideration; and

WHEREAS, the Village Plan Commission considers the Plan Amendment to be a necessary guide to the future development of the Village and environs.

NOW, THEREFORE, BE IT RESOLVED, that pursuant to Section 62.23(3)(B) of the Wisconsin Statutes, the Village of Hartland Plan Commission hereby recommends adoption of an amendment to the Recommended Land Use Plan (Map 9-6) of *The Village of Hartland Comprehensive Development Plan: 2035* to designate certain parcels north of CTH K, both

within and without the Village, as Medium Low Density Cluster Development and other designations, including Parcels MRTT 0387996, MRTT 0387997 and HAV 0388989002 as shown in the attached Exhibit B; and

BE IT FURTHER RESOLVED, that *The Village of Hartland Comprehensive Development Plan: 2035* be further amended to indicate that development of the lands addressed in this amendment should be considered in one comprehensive development plan and that provisions be made to address *The Village of Hartland Comprehensive Development Plan: 2035*'s intent to protect the environmental area in the northwest portion of these parcels as a natural resource for the enjoyment of all and for the development of a neighborhood park in the area, which intent is not erased by this amendment except to the extent that its location may be determined by action of the Plan Commission and Village Board, and

BE IT FURTHER RESOLVED, that *The Village of Hartland Comprehensive Development Plan: 2035* be further amended by modifying the Recommended Land Use Plan (Map 9-6) and the Recommended Transportation Plan (Map 8-2) of said Plan to clarify the proposed routing of the planned relocation of CTH KE to show that proposed routing extending northward from the westerly intersection of CTH K and CTH KE as shown in the attached Exhibit B and Exhibit C; and

BE IT FURTHER RESOLVED, that the Clerk of the Village of Hartland on behalf of the Plan Commission transmits a certified copy of this resolution, after recording the action on the adopted plan, to the Board of Trustees of the Village of Hartland, Waukesha County, Wisconsin, to the State Department of Administration, Southeastern Wisconsin Regional Planning Commission, and to Waukesha County.

Passed and adopted this 19th day of February, 2018, by the Village of Hartland Plan Commission.

ATTEST:

Jeffrey Pfannerstill, Chairperson

Darlene Igl, MMC, WCPC, Village Clerk

EXHIBIT "A"

PROPOSED LAND USE PLAN AMENDMENT

BEING A PART OF THE SOUTHEAST ¼ AND SOUTHWEST ¼ OF SECTION 25, IN TOWN 8 NORTH, RANGE 18 EAST, IN THE VILLAGE OF HARTLAND AND TOWN OF MERTON, WAUKESHA COUNTY, WISCONSIN

Subject Site

**Isolated
Natural
Area**

Parcel A
Medium Low Density Cluster Development
(20,000 - 32,669 Sq Ft Per Dwelling Unit)

Parcel B

Parcel B
TWO-FAMILY RESIDENTIAL DEVELOPMENT
Upper-Medium-Density
(Up to 8.7 Dwelling Units per Acre)

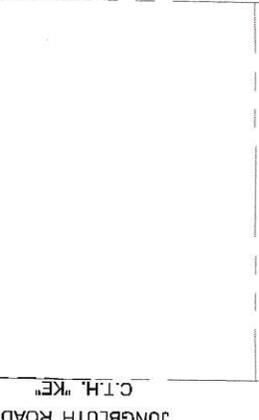
Other Lands to be Preserved

Other Lands to be Preserved

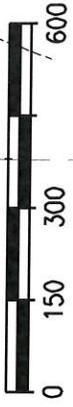
Subject Site

JUNGLUTH ROAD
C.T.H. "KE"

LISBON ROAD (C.T.H. "K")



SCALE: 1" = 300'



DATE: 12-18-17

THIS EXHIBIT WAS PREPARED BY TRIO ENGINEERING, LLC

Exhibit B

25

EMAN ROAD

WINK

Designated Medium Low Density Cluster Development with Park and Road considerations

T

Future CTH KE deleted from this location

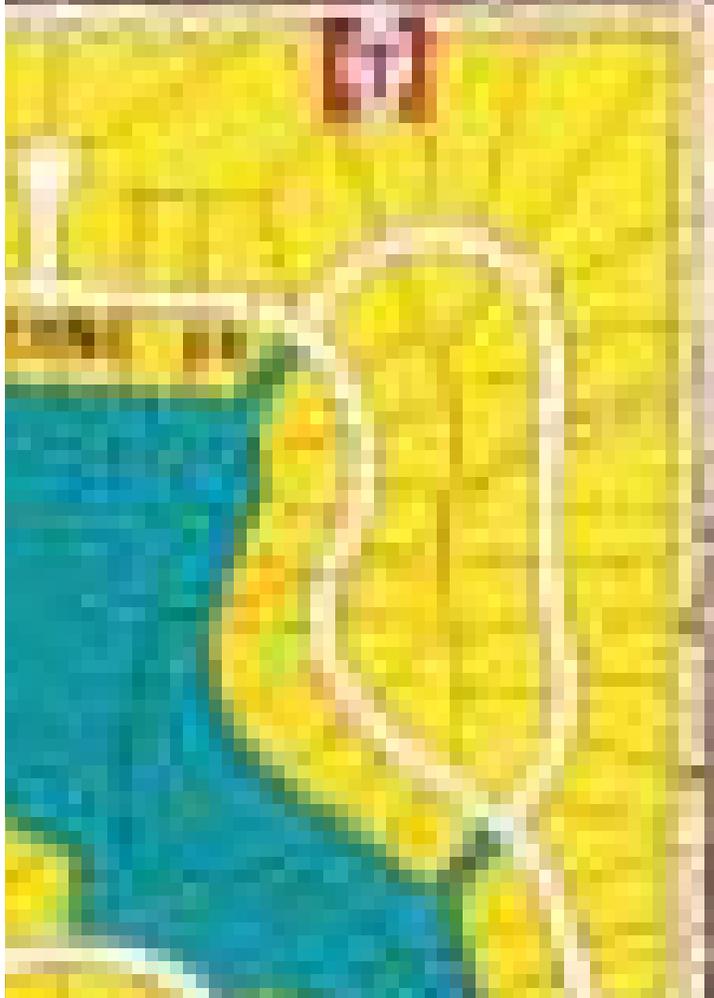
A
De
Lo
Ch

Exhibit C

Future CTH KE
Route with
modification
of local
streets



Future CTH KE
deleted from this
location



MEMORANDUM

TO: Village Board
FROM: Ryan Bailey, Finance Director 
DATE: February 6, 2018
SUBJECT: Approval of US Bank as payment card provider

For the past decade, the Village has been in a purchasing card consortium facilitated by Waukesha County that included over 150 communities, school districts and utility districts. All of the entities' spending was considered together, which increased the rebate each entity received back annually. 2017-2018 was the final year of our contract and it has been decided not to renew the contract with JP Morgan Chase. Chase was not offering an agreement comparable to the agreement the State of Wisconsin has made with US Bank, which municipalities are allowed to join as an entity of the State. The current agreement with JP Morgan Chase will end after May or June.

US Bank is currently working with each municipality in the consortium to help get them switched over to US Bank's credit card platform. Though the expenditures of the consortium will no longer be pooled together to help facilitate a higher rebate, the rebate that US Bank offers is expected to be the same and possibly much higher than that of JP Morgan Chase's pooled rate. In 2017, we received a rebate of 1.77% from JP Morgan Chase. US Bank's minimum rebate is 1.3% and then up to an additional 0.44% depending on our "speed of pay rebate." To maximize this rebate, we will pay the bill immediately after the billing cycle to get to a minimum starting rebate of 1.74%. Also, we will get an additional 0.45% on our total spending at the end of each year. We can also earn additional rebates of 0.75% for large ticket purchases that would increase our total possible rebate to 2.2%.

If we stayed with JP Morgan, the Village's annual rebate would be approximately 0.63% based on our spending only.

Staff recommends that the Village Board approve staff to enter into an agreement with US Bank for its purchasing cards. The goal would be to have the cards in place and functional by May or June.

cFIVE STAR FIREWORKS CO.

Mystic Fireworks, Inc., d/b/a Five Star Fireworks

P. O. Box 143

Oconomowoc, WI 53066-0143

Telephone (262)569-7820; Cell (262)490-4164

www.fivestarfirerworks.com

THIS AGREEMENT is made this 9th day of January, 2018, between:

Mystic Fireworks Inc. d/b/a

FIVE STAR FIREWORKS CO.

- and -

CUSTOMER, Village of Hartland, 210 Cottonwood Avenue Hartland, WI 53029

Customer agrees to engage Mystic Fireworks, Inc. d/b/a Five Star Fireworks, (“Five Star”) to shoot a fireworks show (“Show”) on June 29, 2018 at Nixon Park.

Customer agrees to pay Five Star the total price \$16,000.00, subject to modification for changes in the show for the labor, shooting and furnishing of fireworks for the Show referenced above.

A down payment of \$4,500.00 shall be made upon the signing of this Agreement. The remaining amount is due July 14, 2018.

Five Star and the Customer agree as follows:

FIREWORKS EXHIBITION TERMS AND CONDITIONS

1. **Parties.** This contract engages the services of Five Star to produce and perform pyrotechnic displays for the Customer as referenced above.

2. **Product.** Five Star agrees to furnish to Customer a fireworks display Show containing the fireworks indicated on the attached Exhibit “A” which is a list of the purchased fireworks to be used for the Show.

3. **Supply.** In the event any of the fireworks listed in Exhibit “A” should not be available through no fault of Five Star, Five Star reserves the right to substitute said fireworks with comparable fireworks without further notice. Any said substitutions will be of equal or greater value to Customer and will not affect the “look” or “feel” of the Show.

4. **Date.** The date of the Show shall be for June 29, 2018.

5. **Weather.** In case of inclement weather, the displays will be rescheduled for June 30, 2018. In the event inclement weather forces the cancellation of the Show and said Show is not rescheduled, Customer shall pay a restocking charge of 15% of the cost of the Show with the remaining down payment refunded to Customer.

6. **Financing/Sponsorship.** Should a Customer lose funding for the Show or a sponsor of

the Show withdraws funds, the Customer must give written notice of same to Five Star indicating what amount of funds were lost and what is the new budget for the Show. Notice must be received before the end of April of the year the Show is to be produced. The Customer will have the following options:

- a. **Cancellation.** If the funds available for the Show are less than the amount necessary to conduct a reasonable Show, then the contract for that year may be canceled. If the Customer has additional years remaining on its contract, then the Customer must make all reasonable efforts to secure financing for the remaining Shows. Cancellation of the contract due to lack of funds does not free or allow Customer to search out other fireworks companies to shoot the Show.
- b. **Reorganization.** After informing Five Star of the loss of funds, Customer can arrange with Five Star reorganization the Show given the new amounts available. If notice is received less than thirty (30) days prior to the Show, any cancellation or change will be disallowed. Five Star reserves the right to refuse reorganization of the Show based on its own judgment of the facts in any given situation.

7. **Personnel.** Five Star shall provide qualified personnel who will handle the delivery, set-up and execution of the display fireworks, as well as appropriate clean-up satisfactory to the Customer of the shoot display area. Said personnel are under the sole and direct control and supervision of Five Star. Any changes in the Show or information regarding the Show on the date of the Show must be referred to the site supervisor.

8. **Safety.** Five Star shall take all safety precautions with respect to the Show, shall comply with all safety measures required by the Contract, and with all applicable laws, ordinances, rules, regulations and lawful orders of any public authority for the safety of persons or property at the Show. The following provisions are also necessary for the safety of the Show:

- a. **Area.** Customer shall provide Five Star with sufficient area as defined by Five Star to shoot said Show in a safe and reasonable manner in accordance with NFPA guidelines and standards.
- b. **Police and Fire.** Customer shall provide all necessary police and fire personnel, This includes, but is not limited to contact with the police and fire departments in the area, providing access to fire suppression equipment and water.
- c. **After-Show Inspection and Clean-Up.** Five Star will, in a manner consistent with best practices in the industry conduct a search of the grounds after the Show, and the following morning in an effort to dispose of any unexploded shells and for a general clean-up of the area. The extent of this inspection and clean-up may be affected by other commitments, inclement weather, or other unforeseeable circumstances, including, but not limited to; fire, lighting, rain, snow, or any other factors that hamper its after-show inspection and clean-up.

9. **Non-Assignment.** Five Star shall not assign or sub-let this Contract, or any part thereof, and shall not assign any money due or to become due hereunder without first obtaining the written consent of the Customer hereto.

10. **Compliance.** Five Star shall comply with all federal and state laws, codes, and

regulations and all municipal ordinances and regulations effective where the work under this Contract is to be performed.

11. **Permits.** Village of Hartland will be responsible for obtaining all necessary permits for the Show. Failure to obtain permits may result in cancellation of the Show.

12. **Entire Agreement.** This Agreement constitutes the entire Contract of the parties. It is expressly agreed that no statement, arrangement, or understanding, oral or written, express or implied, will be recognized unless it is stated in, or otherwise permitted by, this Agreement. Customer and Five Star warrants that the person executing this Agreement, and any subsequent change orders, has legal authority to do so. Customer acknowledges the review and approval of the entire Agreement before execution. This Agreement is not assignable by either party without the other's consent.

13. **Debt or Obligations.** Each party shall be solely responsible for its separate debts and obligations.

14. **Payment.** The cost of the display shall be \$16,000.00, and the cost for \$2,000,000.00 liability insurance is included, for a total amount due of \$16,000.00, plus sales tax, if applicable. At the time of the signing of this Contract, the Customer shall pay the deposit in the amount of \$4,500.00. The remaining balance shall be due July 14, 2018. A 5% financing charge shall be applied on the unpaid balance each month until the receipt by Five Star of any unpaid balance.

15. **Indemnification.** **Mystic Fireworks, Inc. and Five Star Co.** each shall indemnify Customer against all liability to any person for or by reason of any condition, whether defective or otherwise, of any fireworks, apparatus, equipment, or fixtures furnished by Five Star in connection with the Show, and against all liability to any person for or by reason of any act of omission of Five Star or any of its agents or employees. **Mystic Fireworks, Inc. and Fire Star Fireworks Co.** each shall name the Village of Hartland, its officers, employees and agents as additional insured and shall provide a policy endorsement evidencing same not less than 90 days before the start of the Show.

16. **Severability.** The invalidity of any part of this Agreement shall not be deemed to affect the validity of any other part. In the event that any provision of this Agreement is held to be invalid, the parties agree that the remaining provisions shall be deemed to be in full force and effect as if they had been executed by both parties subsequent to the expungement of the invalid provisions.

17. **Access.** Customer agrees to maintain access for Five Star to the display area, to keep the site free from obstructions, and to obtain permission for Five Star to gain access through any property as necessary to facilitate the shooting of the Show. Customer shall be solely responsible for all risk, shall hold Five Star harmless and free of liability, and shall compensate for any damage or costs arising out of such access or the failure to maintain access.

18. **Insurance.** Five Star shall maintain workers compensation and general liability insurance (in an amount of \$2,000,000.00), as necessary, either through itself or its parent company, Five Star Fireworks, Corp. and shall name the Village of Hartland as an additional insured.

19. **Alternative Dispute Resolution.** In the event that either party requests, in writing, that a dispute relating in any way to this Agreement be resolved by mediation, the other party to this contract *may* proceed to mediate the dispute prior to filing a lawsuit any mediator or group that the parties can mutually agree to.

20 **Waiver.** Customer's commencement of litigation against Five Star for breach of contract

or other dispute(s) prior to providing the notice required above, shall be deemed a waiver of any and all claims Customer may have had against Five Star for breach of contract or other dispute(s).

21 **Acceptance.** In executing this Agreement, Customer represents that Customer has the necessary financial resources to fulfill its obligations under this Agreement; and each party represents the person signing on its behalf has the legal authority to execute this Agreement.

By signing this Agreement, Customer represents and warrants that: (1) they have the authority to execute this Agreement for the Show; and (2) they have reviewed and approved the Agreement and the attached Exhibit "A." This Agreement shall become binding on Five Star and Customer upon signing below.

Submitted by Five Star:

By: _____ Date: January 9, 2018
Tim Heinecke, President

The undersigned Customer certifies that he/she has carefully read this entire Agreement before signing below and acknowledges receipt of a copy of the entire Agreement at the time of signing.

Accepted by Customer:

By: _____ Date: _____

Accepted by Five Star:

By: _____ Date: _____
Tim Heinecke, President

Village of Hartland

JOB DESCRIPTION

| | |
|-----------------------------|--|
| Position Title: | Public Works Laborer |
| Department/Location: | Public Works |
| Reports To: | Director of Public Works and Operations Supervisors |
| Employees Overseen: | None. |
| Interrelationships: | Community members and residents, public works department members, Village staff, etc. |

Position Summary:

The Public Works Laborer is a position within the Public Works Department that performs light to heavy manual work to assist and perform maintenance activities of all the functions of the Public Works Department. The Public Works Laborer, under supervision of the Operations Supervisors, is responsible for work in the following areas; Streets, Water, Sanitary Sewer, Storm Sewer, Parks, Cemetery, Environmental Resources, Building and Vehicle Maintenance and Forestry. In addition to manual work, the employees will operate heavy equipment in order to perform the necessary duties.

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.

Essential Job Functions:

1. Assist in the installation, repair and maintenance of water mains, services, meters, hydrants and valves.
2. Perform tapping of new services into water mains.
3. Maintain, repair and clean sewer lines/manholes and lift stations.
4. Perform daily check out of well houses, booster stations, lift stations and parks.
5. Perform excavations on utility digs and repairs.
6. Assist in the laying/rolling of asphalt, filling pot holes and sealing cracks in the maintenance of streets, pathways and parking lots.
7. Paint streets, parking lots and athletic fields with a walk behind line striper.
8. Operate Village-issued motor vehicles and equipment and other motor vehicles and equipment as required and authorized by the Village as needed to respond to requests for service and assigned work tasks.

9. Respond to weather and other related emergencies for snow and ice removal, flooding, utility issues, tree debris removal, accident cleanup and other issues within 30 minutes of receiving call.
10. Pick up, vacuum and collect leaves.
11. Clean streets with a street sweeper.
12. Install and maintain street signs and posts.
13. Repair street lights and hang banners and decorations.
14. Install and maintain fencing.
15. Operate utility locating equipment and perform utility locates.
16. Mix cement and mortar by hand.
17. Remove, form and pour concrete for sidewalk, curb and gutter, storm inlets/catch basins and manhole repairs.
18. Plow, brine, salt and sand roadways and pathways/sidewalks.
19. Operate a tractor with flail attachment for clearing brush.
20. Perform athletic field maintenance including prepping ball fields for use.
21. Maintain a splash pad and related operation equipment.
22. Perform maintenance activities in the parks and park buildings as necessary.
23. Mowing, trimming, pruning, tree trimming and removal, weeding, mulching, using fertilizers and pesticides, planting, stump grinding, spreading topsoil and seeding.
24. Clearing parks, roadways, and right of ways of trash, brush, debris and animal carcasses.
25. Perform general building, plumbing and electrical maintenance at public buildings and parks.
26. Perform vehicle and equipment maintenance on Village fleet.
27. Assist with election setup and take down.
28. Communicate with the public, user groups and contractors.
29. Maintain prompt, predictable, and regular physical attendance.

Other Duties:

1. Maintain knowledge of department procedures and timelines and be able to communicate these to other staff and constituents.
2. Understand the cycle of work and projects that repeat from period to period.
3. Know, understand and follow applicable safety policies and procedures, including but not limited to: proper lifting techniques, awareness of eye/ear protection, use of proper personal protective safety measures support and vehicle/equipment operation safety.
4. Operate vehicles on and off the public roadways in a safe manner.
5. Perform proper daily maintenance of vehicles and equipment.
6. Attend and participate in local and regional training opportunities.

Knowledge & Ability

Employee must have knowledge of:

1. Principles and practices of municipal public works operations and practice.
2. Applicable state laws and regulatory codes.
3. Safe work practices.
4. Interpersonal relations.

Employee must have the ability to:

1. Anticipate issues and recommend and implement solutions.
2. Work independently and with minimal supervision.
3. Communicate effectively in oral and written form.
4. Work in teams.
5. Establish and maintain effective working relationships with the department employees, field user groups and citizens.
6. Follow departmental policies and procedures as directed by the Director and Operations Supervisors.
7. Read and understand safety manuals, reports, reference sources, ordinances, statutes, policies, and other routine and non-routine written communications.
8. See, recognize and manipulate job-related objects and materials, and use them to accomplish tasks appropriately.

Education and Experience

1. At least eighteen (18) years of age at the time of application with the Department of Public Works with the Village of Hartland.
2. High School Diploma or equivalent.
3. Possess and maintain the ability to lawfully operate designated motor vehicles at all times that duties are performed.
4. Possess and maintain required motor vehicle operating licenses in order to perform all duties of the position including a valid Wisconsin Commercial Driver's License (CDL) Class B or higher with the ability to obtain a Class A within six (6) months of starting in the position.
5. Relevant experience in public works, parks and/or utility maintenance, and with the operation and maintenance of necessary vehicles and equipment.
6. Good driving record with the skill and ability to operate trucks and construction equipment in a safe manner.
7. Additional education and/or experience as required to perform the essential functions of the position.

Personal Attributes Required:

Must be organized and be able to work with nominal direct supervision. Must have good verbal communication skills. Must be organized and demonstrate initiative. Must demonstrate the ability to establish and maintain personal 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 interact with others to accomplish tasks without arousing hostility.

Essential Physical / Mental Requirements:

1. Must be able to sit or stand for prolonged periods with or without back support.
2. Must be able to perform physical work in a field setting, including excessive heat and cold, excessive noise, driving in traffic and work zones, working in hard hat areas, walking over uneven surfaces, exposure to traffic and heavy construction vehicles, working in snow/icy/muddy conditions, exposure to broken glass/dust/pollen/vibration, walking slopes, bend/lift/kneel/stoop/crawl/crouch/climb/ladders/heights, walking long distances, standing for long times, exposure to machines/hazardous substances/poisonous vegetation, ability to lift and maneuver objects up to 75 pounds without assistance in an indoor or outdoor setting and occasionally lifting up to 100 pounds.
3. Must be able to communicate truthfully, accurately and effectively on the telephone, via radio, in person and in written form to provide information and assistance to staff and the general public.
4. Must be able to move throughout the Village, other areas, buildings and work sites and from building/site to building/site in all types of weather conditions.
5. Must be able to reach in all directions, climb ladders and roofs and bend/stoop to perform required duties.
6. Must be able to use a telephone, calculator, laptop computer and meter reading equipment.
7. Must have dexterity and hand/eye coordination necessary to operate heavy equipment and use miscellaneous tools and construction equipment.
8. Hearing activity requires the ability to participate in numerous conversations throughout the day, in person, over the telephone and by radio with and without significant background noise.
9. Must be able to complete job duties in an environment where background noise and frequent interruptions are the norm.
10. Must be able to perform job functions in the public roadways under traffic.
11. Must have the ability to maintain concentration and focus on tasks requiring timeliness and accuracy.

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 February 12, 2018

Revision date:

Village of Hartland

JOB DESCRIPTION

| | |
|------------------------------|---|
| Position Title: | Custodian |
| Department/Location: | Administration/Police/Library |
| Reports To: | Village Clerk/<u>DPW Operations Supervisor</u> |
| Employees Supervised: | N/A |
| Interrelationships: | Village employees, vendors, etc. |

Position Summary:

This position performs a variety of daily custodial and light maintenance work in the Village Hall, Police Department, and Library as well as other locations as directed.

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.

Essential Job Functions:

1. Performs all cleaning duties as ~~detailed~~directed by the supervisor including those on a given cleaning schedule including vacuuming and cleaning of carpeted areas and floor mats, scrubbing and mopping, cleaning and stocking restrooms and locker room facilities, cleaning windows and glass, dusting, ~~and~~stripping and waxing of floors and refuse/recycling collection.
2. Shovel and salt sidewalks, including operation of snow removal equipment.
3. Check for and replace light bulbs.
4. Perform other light maintenance work (i.e. Painting, changing furnace filters, add salt to softeners, etc.).
5. Perform outdoor maintenance activities such as mowing, weeding, trimming and planting.
6. Report any other maintenance concerns ~~to the Village Clerk~~ that may be observed to the supervisor.
7. Perform room set up for meetings or events.
8. Maintain prompt, predictable, and regular physical attendance.

9. Provide truthful and accurate written and verbal communications.

~~6.~~

Other Duties:

1. Operate Village-issued motor vehicles and other motor vehicles as required and authorized by the Village as needed to perform duties.
- ~~1.2.~~ Attend required meetings and participate actively in any work group or training assignments.
- ~~2.3.~~ Plan ahead recognizing the cycle of work and projects that repeat from year to year.
- ~~3.4.~~ Maintain knowledge of equipment and procedures used to perform duties.
- ~~4.5.~~ Know, understand, follow and update applicable safety policies and procedures, including but not limited to: proper lifting techniques, awareness of personal protective equipment, Material Safety Data Sheets, etc.
- ~~5.6.~~ Perform any other job-related duties as requested by management.

Qualifications:

High school diploma or equivalent, with two (2) years general building maintenance preferred

Maintain ability to lawfully operate designated motor vehicles at all times that duties are performed and maintains required motor vehicle operating licenses in order to perform all duties of the position.

Must pass a back ground check and be approved as a confidential employee due to the access that will be granted to sensitive work areas.

Personal Attributes Required:

Ability to use functional reasoning in performing semi-routine functions involving standardized work with some choice of action.

Ability to exercise the judgment, decisiveness and creativity required in situations involving the evaluation of information against measurable criteria.

Must be well organized, demonstrate initiative and be able to work independent of direct supervision.

Essential Physical / Mental Requirements:

1. Ability to coordinate eyes, hands, feet and limbs in performing highly skilled movements such as equipment operation including powered and non-powered tools/equipment.
2. Ability to exert moderately heavy physical effort in moderate to heavy work, typically involving some combination of climbing and balancing, stooping, kneeling, crouching, crawling, lifting, carrying, pushing, and pulling.
3. Ability to sustain prolonged visual concentration.

4. Must be able to stand and/or walk for prolonged periods.
5. Must be able to perform heavy work, frequently lifting up to **50** pounds without assistance.
6. Must be able to move throughout the Village and work outside in all weather and temperature conditions.
7. Must be able to reach in all directions and bend/stoop/climb to perform physical work, ~~and~~ operate equipment and climb ladders.
- ~~7.8.~~ Ability to drive and operate standard automobiles and small trucks not including those requiring special licensure to operate.
- ~~8.9.~~ Ability to recognize and identify similarities or differences between characteristics of colors, forms, sounds and odors associated with job-related objects, materials and tasks.
- ~~9.10.~~ Ability to effectively understand and follow safety procedures, including updating Material Safety Data Sheets (MSDS).
- ~~10.11.~~ Ability to communicate effectively with Department employees, utility personnel, and materials suppliers.
- ~~11.12.~~ Must provide a high level of customer service to the Village by promoting a friendly, courteous and professional work environment.
- ~~12.13.~~ Must be able to assume responsibility and work with independence and work as a team member and understand timeliness.

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 July 2016

Revision date: February 12, 2018