

**VILLAGE BOARD AGENDA  
MONDAY, JANUARY 28, 2019  
7:00 PM  
BOARD ROOM, MUNICIPAL BUILDING, 210 COTTONWOOD AVENUE**

Call to Order

Roll Call

Pledge of Allegiance – Trustee Wallschlager

Presentation by AHS DECA Students

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 Special Village Board minutes of January 12, 2019 and Village Board minutes of January 14, 2019.
2. Consideration of a motion to approve vouchers for payment.
3. Consideration of actions related to Licenses and Permits.
  - a. Consideration of applications for Operator’s (Bartender) License with a term ending June 30, 2020.
  - b. Actions related to the consideration of the issuance of a “Class A” Liquor License for the premises located at 202 North Ave. (The Flower Garden, Daniel Williamson, Agent)
    - i. PUBLIC HEARING
    - ii. Consideration of an action related to issuance of a “Class A” Liquor License to Jamesines Flowers LLC.
4. Presentation from Waukesha County Center for Growth and consideration of a motion to approve a one year contract renewal of the Waukesha County Center for Growth Agreement.
5. First reading of a Bill for an Ordinance 01-28-2019, “An Ordinance To Amend Article II Of Chapter 86 Of The Village Of Hartland Municipal Code Pertaining To Water Utility And Wells”.

Items referred from the January 21 Plan Commission meeting

6. Consideration of a motion to approve construction of a lift station at 120 Crystal Drive in the Lake Country Meadows subdivision.
7. Consideration of a motion to approve an Extraterritorial Certified Survey Map in the Town of Delafield.

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8. Consideration of a motion to approve a final plat for Kiefer Farms subdivision in the Town of Merton.

Other Items for Consideration

9. Consideration of a motion to approve the Job Descriptions for the positions of Camp Counselor, Assistant Counselor and Head Coordinator in the Recreation Department.
10. Consideration of a motion to approve a contract with Five Star Fireworks Company, Oconomowoc, in the amount of \$16,000 for the 2019 fireworks display.
11. 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.
12. Consideration of a motion to recess to closed session pursuant to State Statutes §19.85 (1)(c), considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility and (f), considering financial, medicinal, social or personal histories or disciplinary data of specific persons, preliminary consideration of specific personnel problems or investigation of charges against specific persons that, if discussed in public, would be likely to have substantial adverse effect on reputation of any person mentioned in such histories or data, or involved in such problems or investigations regarding disputes filed involving a Village of Hartland Board member and regarding the Village Administrator annual performance evaluation and to adjourn thereafter without reconvening into open session pursuant to §19.95(2).

David E. Cox, Village Administrator

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

## MEMORANDUM

**TO:** President and Board of Trustees  
**FROM:** David E. Cox, Village Administrator   
**DATE:** January 23, 2019  
**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 the Waukesha County Center for Growth

**Background:** Tim Casey, Director of the Waukesha County Center for Growth will present information to the Village Board about the Center's activities over the last year in the County and in Hartland as it has fulfilled its mission as the primary economic development agency for the County and many of its municipalities. As a reminder, Waukesha County Center for Growth was created in 2016 by Waukesha County in partnership with the City of Waukesha, Waukesha County Business Alliance, the Wisconsin Small Business Development Center and local municipalities including Hartland. The mission of the Center for Growth is to serve as the central point of contact for businesses looking to grow in Waukesha County by providing building and space searches, identifying financing programs, managing the approvals process, connecting businesses with workforce development resources and consulting services along with other services. Since its inception, representatives of the Center have met with or provided services to a number of Hartland businesses, provided interested parties with information about available commercial properties in Hartland, produced a new development profile for the Village and has engaged with some of our businesses on opportunities related to Foxconn. The Center has not changed the contribution rate for partners from last year so the Village's contribution for a one year renewal would be \$6,602.13, which has been our rate since the Center's inception.

**Recommendation:** Approve a one-year extension to the agreement.

### Item 5 Regarding an update to the Cross Connection regulations

**Background:** As the first step under our new Cross Connection inspection program, it was recommended that the Village review its existing Cross Connection language and ensure that it is up to date with the current model ordinance and Statute references. Staff reviewed both documents and determined that the model ordinance was desirable. It was further determined that the most streamlined way to update the Code is to simply replace our existing language with the language of the model ordinance. As such, the Village Board is being presented with an ordinance that completely repeals and replaces the Cross Connection section of the Village Code.

Recommendation: Provide for the first reading of the ordinance.

#### Item 6 Regarding the Crystal Drive Lift Station

Background: As part of the Village's Capital Improvements Program, the Crystal Drive Lift Station is proposed to receive reliability improvements in 2019. The improvements include replacement of the controls and the addition of an emergency generator. The generator and the controls are proposed to be located inside of a building to protect them from the weather and to mitigate the noise of the generator. Like other utility-related buildings in the Village, this building's facade will be designed to help it blend into the neighborhood. Similar to the Lift Station at Four Winds West, this building is intended to evoke a gatehouse at the entrance to the subdivision and is intended to match the low brick wall at this location. Landscaping around the installation will include removal of older evergreens and replacement with one Maple tree and two new Spruce trees. The location of one of the Spruce trees will be on the adjacent residence once the project is complete and its placement will be determined by that property owner. Additional landscaping adjacent to the building will also take place. The Plan Commission and Architectural Board reviewed the project at its last meeting. The Commission recommended approval of the project conditioned on it being presented to the Lake Country Meadows Home Owners Association and staff review and mitigation as necessary of the decibel level of the generator while it is operating. On this matter, the engineer has determined that the size and type of generator to be specified (35KW) for the project has a decibel level of 69dB. Items that have similar decibel levels are an air conditioning unit (68dB) and a vacuum cleaner (70dB). The generator will be located inside the building and, as staff has learned at Four Winds West, which has a similar generator and building, the loudest sound outside the building is directly in line with the intake and exhaust areas. The generator runs once per week for about 30 minutes during a weekday for testing and then, of course, during power failures when it is providing electricity to the lift station.

Recommendation: Approve the project and design.

#### Item 7 Regarding the Extraterritorial CSM

Background: In accordance with its Extraterritorial Plat Jurisdiction, the Village has been solicited for approval of a CSM that allows the transfer of land between two adjacent properties. No new lots are being created. The parcel, which is located southeast of the Village, is not adjacent to the Village corporate boundaries.

Recommendation: Approval the proposed Extraterritorial CSM.

Item 8 Regarding the Extraterritorial Plat for Kiefer Farms.

Background: In August 2016, the Village approved the preliminary plat for this 15-plus-acre parcel in the Town of Merton east of Campus Drive and south of the Arrowhead Campus. The parcel is not proposed for annexation to Hartland as it would be served from Town roads and is not adjacent to the Village's utility systems. The preliminary plat was approved by the Board conditioned on minimal removal of trees in the southern portion of the parcel and no removal of trees in the outlot except as may be necessary for storm water facilities, review and approval of storm water plans and facilities by the Village Engineer at the expense of the property owner or developer, indications made on the Plat that no access to Campus Drive is allowed and that the existing farm access be removed with proper restoration.

The Final Plat seems to meet these requirements. The plat shows an easement on the southern portion of the property to the Tall Pines conservancy and has an additional setback requirement on the adjacent properties to protect the woods. The indication of "No Access" is found on the plat along Campus Drive. It is noted that the plat does not reflect the removal of the farm access. Staff will continue to work with the Town of Merton to ensure that is removed as part of the project. The matter was tabled due to concerns about a storm water feature that was included on a previous version of the Final Plat and which seemed to encroach on to adjoining properties. The Village Engineer has been working with the owner's engineer to review the matter and is now comfortable with the design and recommends approval.

The Final Plat for Kiefer Farms is recommended for approval with the following conditions.

1. Removal of the farm access from Campus Drive.
2. Provision of a copy of the updated Storm Water Management Plan to the Village.
3. Provision of a copy of the Storm Water Maintenance Agreement to the Village.
4. Provision of a copy of the as-built drawings for the infiltration basin on the site to the Village.

Recommendation: Approve the Final Plat with conditions.

Item 9 Regarding Recreation Department Job Descriptions

Background: This matter was tabled at the last meeting and is returning. The Recreation Director and the Head Coordinator have revised the minimum age requirement for the Assistant to 18 years of age while still maintaining the requirements for relevant experience and training. As a reminder, the descriptions have been updated as part of the efforts to facilitate

improvement in the Recreation Department's Summer Camp program. As the Board will recall, staff that works the camp are employees of the Village as opposed to most others that "work" for the Department who are actually contractors. The Board is asked to approve the descriptions, which accurately describe the duties, responsibilities and requirements of the three types of positions. There will be one Head Coordinator, one Assistant and several (up to 15) Camp Counselors depending on the camp enrollment.

Recommendation: Approve the Job Descriptions.

Item 10                      Regarding the Fireworks contract

Background: The Village Board is asked to approve the contract with Five Star Fireworks Company to provide the Hometown Celebration fireworks display. Five Star has provided the Village's fireworks for many years and we continue to receive very positive feedback. The contract price is not changed from last year's amount of \$16,000.

Recommendation: Approve the agreement.

**SPECIAL VILLAGE BOARD MINUTES  
SATURDAY, JANUARY 12, 2019  
10:00 AM  
BOARD ROOM, MUNICIPAL BUILDING, 210 COTTONWOOD AVENUE**

Call to Order

Roll Call

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

Absent: Trustee Anson

Others: Administrator Cox, Tim Hallquist (Park & Rec Board Chairman)

1. Motion (Dorau/Wallschlager) to recess to closed session pursuant to State Statutes §19.85 (1)(c), considering employment, compensation, promotion or performance evaluation of a specific public employee or employees, for the purpose of interviewing candidates for the Public Works Director position and to adjourn thereafter without reconvening in open session pursuant to §19.85(2). Roll call vote taken; all ayes. Carried (6-0). Adjourned to closed session at 10:00 a.m.

Respectfully submitted,

Darlene Igl  
Village Clerk

**VILLAGE BOARD MINUTES**  
**MONDAY, JANUARY 14, 2019**  
**7:00 PM**  
**BOARD ROOM, MUNICIPAL BUILDING, 210 COTTONWOOD AVENUE**

Call to Order

Roll Call

Pledge of Allegiance – Trustee Anson

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

Absent: Trustee Landwehr

Others: Administrator Cox, Police Chief Misko, Fire Chief Dean, Operations Supervisor Gerszewski, Utility Supervisor Felkner, Captain Stacy Kelsey, Deputy Clerk Bushéy, Finance Director Ryan Bailey, Park & Recreation Director Kelli Yogerst, Waukesha County Supervisor Paul Decker, City of Oconomowoc Mayor Nold, Brandon Anderegg.

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.)

City of Oconomowoc Mayor Nold presented President Pfannerstill with Oconomowoc H.S. football Jersey to wear as a result of winning the “Food Fight” which was done to benefit the area food pantries in conjunction with the Canadian Pacific Holiday Train.

Rick Stallé from Keller-Williams invited everyone to their Grand Opening which is Wednesday January 16<sup>th</sup>, 2019 from 4pm-7pm.

1. Motion (Meyers/Swenson) to approve Village Board minutes of December 19, 2018. Carried (6-0).
2. Motion Swenson/Dorau) to approve vouchers for payment in the amount of \$602,881.39. Carried (5-0). Meyers abstained.
3. Consideration of actions related to Licenses and Permits.
  - a. Motion (Pfannerstill/Dorau) to approve an application for Operator’s (Bartender) License with a term ending June 30, 2020. Carried (6-0).
4. Consideration of a motion to affirm the Park and Recreation Board approval of the use of Nixon Park for the 7<sup>th</sup> Annual Hartland Kids Day on July 31, 2019 from 9:00am to 2:00pm as presented by Erin Guenterberg, Owner of Lake Country Family Fun.

Erin Guenterberg said the plan for this year is very similar to years past and she has already emailed Deputy Chief Colera about parking on E. Park Ave. She said one thing she is working on

is to have a shuttle service because parking is such an issue but has not solidified it yet. She is going to work with one of the vendors, Dousman Transportation to set up a shuttle service to an offsite parking location. She said some of the options discussed at a meeting last week were possibly using Arrowhead High School or the vacant lot where the bowling alley used to be. Ms. Guenterberg said that is one of the things they are going to do different this year and they will also bring in another food vendor because even with 3 food vendors last year, they ran out of food.

Motion (Meyers/Swenson) to approve the use of Nixon Park for the 7<sup>th</sup> Annual Hartland Kids Day on July 31, 2018 from 9:00am to 2:00pm as presented by Erin Guenterberg, Owner of Lake Country Family Fun. Carried (6-0).

5. Consideration of a motion to adopt Resolution No. 01/14/2019 "Resolution Approving Municipal Court Budget".

Administrator Cox reminded everyone this is part of the joint Lake Country Municipal Court and there are 19 municipalities in the Municipal Court. The fees for the court are paid by those that are penalized by the court monetarily, so Hartland and the other municipalities do not currently pay to fund the operations of the court.

Motion (Meyers/Anson) to approve to adopt Resolution No. 01/14/2019 "Resolution Approving Municipal Court Budget". Carried (6-0).

6. Consideration of a motion to approve the purchase of a 2019 Freightliner cab and chassis with a dump box and related equipment from Truck Country of Oak Creek and Madison Truck Equipment of Madison in the combined amount of \$202,029 and to declare as surplus and authorize disposal of the 2009 Peterbuilt 6-yard dump truck upon receipt of its replacement.

Operations Supervisor Gerszewski and Utility Operation Supervisor Felkner were present to give some background on the vehicle. Operations Supervisor Gerszewski said the Peterbuilt dump truck has been problematic since day one with a lot of electrical issues. He said they replaced a turbo in it for \$7000, had to replace a cam shaft out of the motor and also some wiring to the transmission. Utility Operation Supervisor Felkner said when it has to be repaired it takes the truck out of the fleet during snow events. Operations Supervisor Gerszewski said they are also asking for a yard bigger box on this vehicle because it plows and salts the Northeast part of the Village and during ice storms it can't carry enough salt to cover the roads so they have to come back to the shop to refill which also takes time off the roads. In comparing the maintenance of the Peterbuilt to the other trucks, he said they have never had to put a turbo or cam shaft in the other trucks. He went on to say trucks can have periodic wiring problems but not the systemic problems they have had with this truck. Operations Supervisor Gerszewski said he believes it still has a value to it greater than a resale value that is why he pushed it ahead a little bit plus it will help offset the purchase price of the new one. He went on to say they like the Mack trucks but Mack is having problems getting Allison transmissions and if they were to buy a Mack right now : and they want the transmission they have, it wouldn't get it in service until 2020.

Motion (Meyers/Anson) to approve the purchase of a 2019 Freightliner cab and chassis with a dump box and related equipment from Truck Country of Oak Creek and Madison Truck equipment of Madison in the combined amount of \$202,029 and to declare as surplus and authorize disposal of the 2009 Peterbuilt 6-yard dump truck upon receipt of its replacement.

7. Consideration of a motion to approve the purchase of a 2019 Case wheeled loader from Miller-Bradford and Risberg of Sussex in the amount of #181,750 and to declare as surplus and authorize disposal of the 2008 Case loader upon its replacement.

Operations Supervisor Gerszewski said it's been good but there are certain things that they have had problems with particularly a hydraulic valve system that they had to replace 3 times in its life and each time it was \$7000. He said it's just the nature of how it is designed that salt and debris get up above underneath and it's very hard to get it clean. He said the loader is critical in loading trucks in snow events and during leaf pickup. He said the trucks and loader are washed after every snow event to try to prevent corrosion along with spraying the trucks with an anti-salt agent. He stated the loader is used to haul and push the large snow blower for downtown snow cleanup and this loader has a clam bucket used for picking up branches and leaves. Dave Felkner pointed out that on the new Case loaders they have an extra panel to keep the salt from getting in. Operations Supervisor Gerszewski said the new loader comes with a 3 year warranty that includes maintenance in the price. Administrator Cox also pointed out that disposing of the trucks a little bit earlier than their schedule shows is a bit out of the ordinary. He said normally a loader would have gone much longer than its scheduled life but with the issue we keep having recurring is really why we are talking about replacing it so early. Operations Supervisor Gerszewski said even though the municipal discounts have changed they did get them to hold the price and they will be saving the Village \$20,000-\$30,000 if they purchase the equipment now.

Motion (Anson/Wallschlager) to approve the purchase of a 2019 Case wheeled loader from Miller-Bradford and Risberg of Sussex in the amount of #181,750 and to declare as surplus and authorize disposal of the 2008 Case loader upon its replacement

8. Consideration of a motion to declare as surplus and authorize the disposal of several items of small equipment.

Operations Supervisor Gerszewski said the equipment being disposed of goes back before his time and is Survey equipment, (they bought laser several years ago) steel tape and a concrete saw. He said they are high quality so they should be able to get a couple hundred dollars for the items. He said the items will go thru the bid process on the Wisconsin Surplus Online site.

Motion (Swenson/Dorau) to approve to declare as surplus and authorize the disposal of several items of small equipment. Carried (6-0).

9. Consideration of a motion to approve the Job Descriptions for the positions of Camp Counselor, Assistant Counselor and Head Coordinator in the Recreation Department.

Park and Recreation Director Yogerst said this afternoon she received an email for the summer camp coordinator in regards to requesting a change to one of the job descriptions. She said they have not had a chance to discuss this change so she would like to bring this back to the next Village Board meeting.

Motion (Swenson/Pfannerstill) to table consideration to approve the Job Descriptions for the positions of Camp Counselor, Assistant Counselor and Head Coordinator in the Recreation Department until the next Village Board meeting. Carried (6-0).

10. Consideration of a motion to approve an agreement with FEI Behavioral Health, Inc. of Milwaukee for the Employee Assistance Program in the annual amount of \$3750.

Finance Direct Bailey explained this is a contract for the Employee Assistant Program. He said this contract predates him and they have a new representative at the company. He said he wanted to get an updated contract because the language they had is outdated and has a different president's signature so this is a new contract. He said he reviewed it as did Administrator Cox and the Village lawyer Hector de la Mora. Administrator Cox said it will replace the other agreement that we have with them and this is a 1 yr. agreement then it will go to 2 yrs. terms thereafter until one or both of the parties decide to terminate the relationship, so it continues on as the price of \$3750 every year and the board will not have to vote every year on the contract, it just continues on as part of the budget and part of the annual activities of the staff to pay that bill.

Motion (Swenson/Anson) to approve an agreement with FEI Behavioral Health, Inc. of Milwaukee for the Employee Assistance Program in the annual amount of \$3750. Carried (6-0).

11. Consideration of a motion to authorize and direct staff to seek official permission from WE Energies to utilize utility-owned poles to hang banners for events at Capitol Drive and Maple Avenue and to hang banners for promotion and seasonal decorations along Cottonwood Avenue to Cardinal Lane.

Administrator Cox reminded everyone they had talked about the Capitol Drive and Maple portion last year and they have tried to work through WE Energies to get some clear response from them. He said they started to get some positive feedback and he received an email this week that said go ahead. He said DPW will work with them regarding attachments and WE Energies wants to meet on site for the poles going south on Cottonwood Avenue. He went on to say his intent is once we have an understanding to basically confirm that understanding in a letter so the Village has a document in the future that it can refer to that says this is what we agreed to, this is what we can do and we have that in our possession in the absence of an attachment agreement from WE Energies he thinks that will be suffice to move ahead. There was brief discussion on the type of attachments for the poles.

Motion (Pfannerstill/Meyers) to approve the Village Administrator listening to the email from WE Energies and the Village to move forward with ordering some brackets and working with the BID and DPW. Trustee Dorau wanted it clarified they were talking about 2 different things, banners across the road for the street dance etc. and flags on the poles. President Pfannerstill said yes it is 2 different things. He said in the past they couldn't do it because of WE Energies but they have gotten over that hurdle. Trustee Dorau suggested some type of agreement for who can put banners up and the length of time the banners could be up. Carried (6-0).

12. Consideration of a motion to approve the Hartland Business Improvement District 2019 Operating Plan and Budget.

Administrator Cox said the Hartland Business Improvement District is a special assessment district in the downtown area. He said the BID is focused on enhancing and advocating for the downtown area. He went on to say they have façade improvement programs, various grant programs, low interest loan program all administered by the BID board and it also has committees focused on marketing and design and economic development. He said all of those things that the BID has done in the past it intends according to its operations statement for 2019 to continue. Currently it has a budget and expenditure budget of \$87, 000 and some change. He said if the board will recall they saw in the adopted budget for the Village but it is confirmed here as the final version of their budget as \$87,675.

Motion (Meyers/Dorau) to approve the Hartland Business Improvement District 2019 Operating Plan and Budget. Carried (6-0).

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

President Pfannerstill said there are barricades on Goodwin due to bricks peeling away from a building stating they could give way at any time. He said he would like to make sure no one can access the sidewalk near it. Police Chief Misko said the owners did move quickly on it. Operations Supervisor Gerszewski said he met with the owners along with Building Inspector Hussinger and will be putting fencing with sandbags. He said they will also bring in a high lift to demo it and the road will be closed during repair. Fire Chief Dean said they will be watching and his department has been made aware.

President Pfannerstill said if anyone is interested in volunteering for different boards, to fill out a volunteer form which can found online.

Fire Chief Dean gave a brief update of the EMS and fire calls for 2018. He said they finished the year with a total of 871 calls, 230 were fire calls and 641 were EMS incidents.

14. Motion (Meyers/Dorau) to adjourn. Meeting adjourned at 7:59pm.

Deidre Bushéy  
Village Deputy Clerk

TO: Village President & Board of Trustees

FROM: Kinsey Detert, Fiscal Clerk

DATE: January 23, 2019

RE: Voucher List

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Attached is the voucher list for the January 28, 2019 Village Board meeting.

January 28, 2019 (2018 expenses) Checks:	\$ 90,749.23
January 28, 2019 (2019 expenses) Checks:	\$ 195,408.77
Total amount to be approved:	<u>\$ 286,158.00</u>

**VILLAGE OF HARTLAND**  
**VOUCHER LIST - JANUARY 28, 2019 (2018 EXPENSES)**

Account Descr	Search Name	Comments	Amount
EXPENSE Descr			
G 804-21520 RETIREMENT DEDUCTIONS PAYABLE	EDWARD JONES	GARDNER IRA 12/14 & 12/28	\$124.64
G 403-31859 MW WAREHOUSE	RUEKERT & MIELKE	NOV-DEC EROSION CONTROL INSPECTIONS	\$65.20
G 403-31890 LAKE CTRY LUTH HS DEV	RUEKERT & MIELKE	NOV-DEC EROSION CONTROL INSPECTIONS	\$65.20
G 403-31752 BENCHMARK SECURED STORAGE	RUEKERT & MIELKE	NOV-DEC EROSION CONTROL	\$65.20
EXPENSE Descr			\$320.24
EXPENSE Descr AMBULANCE			
E 101-52300-290 OUTSIDE SERVICES/CONTRACTS	PROHEALTH PHARMACY OCON	GLUCAGEN VIAL/FENTANYL	\$262.95
EXPENSE Descr AMBULANCE			\$262.95
EXPENSE Descr CABLE TELEVISION			
E 101-55370-300 OPERATING SUPPLIES/EXPENSES	FULL COMPASS SYSTEMS LTD	SOUND ASSIST LISTENING/MIC/HEADPHONES	\$1,420.99
EXPENSE Descr CABLE TELEVISION			\$1,420.99
EXPENSE Descr COTTONWOOD - ALL			
E 401-70520-290 OUTSIDE SERVICES/CONTRACTS	RUEKERT & MIELKE	PAVING PROGRAM DESIGN	\$2,368.19
EXPENSE Descr COTTONWOOD - ALL			\$2,368.19
EXPENSE Descr CRACK SEALING/PATCHING/POTHOLE			
E 401-70235-285 CONSTRUCTION COSTS	RUEKERT & MIELKE	NOV-DEC CONSTRUCTION REVIEW SERVICES	\$274.00
EXPENSE Descr CRACK SEALING/PATCHING/POTHOLE			\$274.00
EXPENSE Descr EAST IMPERIAL			
E 401-70515-290 OUTSIDE SERVICES/CONTRACTS	RUEKERT & MIELKE	PAVING PROGRAM DESIGN	\$1,079.31
EXPENSE Descr EAST IMPERIAL			\$1,079.31
EXPENSE Descr ECONOMIC DEVELOPMENT			
E 804-56700-140 RETIREMENT BENEFITS	EDWARD JONES	GARDNER IRA 12/14 & 12/28	\$64.00
E 804-56700-715 STREETScape PROGRAM	PATIO PETALS	FALL PLANTER	\$280.00
E 804-56700-715 STREETScape PROGRAM	PATIO PETALS	WINTER PLANTER	\$280.00
EXPENSE Descr ECONOMIC DEVELOPMENT			\$624.00
EXPENSE Descr FIRE PROTECTION			
E 101-52200-800 CAPITAL OUTLAY	5 ALARM FIRE	FULL BUNKER GEAR/ORGAS	\$2,065.95
EXPENSE Descr FIRE PROTECTION			\$2,065.95
EXPENSE Descr GENERAL ADMINISTRATION			
E 101-51400-210 LEGAL SERVICES	VON BRIESEN & ROPER	LEGAL SERVICES	\$643.12
E 101-51400-210 LEGAL SERVICES	VON BRIESEN & ROPER	CREDIT	-\$7.60
E 101-51400-210 LEGAL SERVICES	VON BRIESEN & ROPER	LEGAL SERVICES	\$3,714.87
E 101-51400-210 LEGAL SERVICES	VON BRIESEN & ROPER	LEGAL SERVICES	\$477.60

Account Descr	Search Name	Comments	Amount
EXPENSE Descr GENERAL ADMINISTRATION			\$4,827.99
EXPENSE Descr IMPERIAL			
E 401-70510-290 OUTSIDE SERVICES/CONTRACTS	RUEKERT & MIELKE	PAVING PROGRAM DESIGN	\$56.28
EXPENSE Descr IMPERIAL			\$56.28
EXPENSE Descr INDUSTRIAL/PROGRESS BIO-STORM			
E 401-74105-290 OUTSIDE SERVICES/CONTRACTS	RUEKERT & MIELKE	PAVING PROGRAM DESIGN	\$119.89
EXPENSE Descr INDUSTRIAL/PROGRESS BIO-STORM			\$119.89
EXPENSE Descr INSPECTION			
E 101-52400-290 OUTSIDE SERVICES/CONTRACTS	WISCONSIN BUILDING INSPECTIONS	DECEMBER PERMITS	\$6,110.09
EXPENSE Descr INSPECTION			\$6,110.09
EXPENSE Descr LAW ENFORCEMENT			
E 101-52100-300 OPERATING SUPPLIES/EXPENSES	HAAG, DEAN	REIMBURSE CLOTHING ALLOWANCE	\$197.48
E 101-52100-360 VEHICLE MAINT/EXPENSE	HARTLAND SERVICE INC	TIRE SERVICE SQ #2	\$30.55
E 101-52100-290 OUTSIDE SERVICES/CONTRACTS	LEXISNEXIS	DEC USER FEE	\$137.50
E 101-52100-290 OUTSIDE SERVICES/CONTRACTS	WAUKESHA CTY TREASURER (515)	DEC PRISONER HOUSING	\$222.82
EXPENSE Descr LAW ENFORCEMENT			\$588.35
EXPENSE Descr LIBRARY			
E 101-55110-310 BOOKS & MATERIALS	CAVENDISH SQUARE	BOOK SET	\$193.94
EXPENSE Descr LIBRARY			\$193.94
EXPENSE Descr LINDENWOOD			
E 401-70490-290 OUTSIDE SERVICES/CONTRACTS	RUEKERT & MIELKE	PAVING PROGRAM DESIGN	\$539.37
EXPENSE Descr LINDENWOOD			\$539.37
EXPENSE Descr MANCHESTER			
E 401-70495-290 OUTSIDE SERVICES/CONTRACTS	RUEKERT & MIELKE	PAVING PROGRAM DESIGN	\$539.37
EXPENSE Descr MANCHESTER			\$539.37
EXPENSE Descr MUNICIPAL BUILDING			
E 101-51600-255 BLDGS/GROUNDS	PATIO PETALS	WINTER PLANTING	\$345.00
EXPENSE Descr MUNICIPAL BUILDING			\$345.00
EXPENSE Descr NIXON POND STUDY			
E 401-74100-290 OUTSIDE SERVICES/CONTRACTS	RUEKERT & MIELKE	NOV-DEC POND SEDIMENT STUDY	\$1,063.25
E 401-74100-290 OUTSIDE SERVICES/CONTRACTS	RUEKERT & MIELKE	NOV-DEC DREDGING DESIGN	\$3,060.48
EXPENSE Descr NIXON POND STUDY			\$4,123.73
EXPENSE Descr NORMANDY			
E 401-70505-290 OUTSIDE SERVICES/CONTRACTS	RUEKERT & MIELKE	PAVING PROGRAM DESIGN	\$469.02

Account Descr	Search Name	Comments	Amount
EXPENSE Descr NORMANDY			\$469.02
EXPENSE Descr PUBLIC WORKS			
E 101-53000-430 SNOW & ICE REMOVAL	COMPASS MINERALS	SALT	\$4,317.19
E 101-53000-360 VEHICLE MAINT/EXPENSE	NAPA AUTO PARTS	POLISHER	\$34.99
E 101-53000-365 BLDGS/GROUNDS MAINT EXPENSE	RINDERLE DOOR CO	DOOR REPAIR	\$1,129.75
E 101-53000-225 STREET LIGHTING	WE ENERGIES	NOV-DEC ST LIGHTING	\$8,585.03
E 101-53000-225 STREET LIGHTING	WE ENERGIES	DEC-JAN FOUR WINDS WEST	\$92.03
EXPENSE Descr PUBLIC WORKS			\$14,158.99
EXPENSE Descr SEWER SERVICE			
E 204-53610-800 CAPITAL OUTLAY	RUEKERT & MIELKE	NOV-DEC SEWER DESIGN/SURVEY	\$6,136.07
E 204-53610-800 CAPITAL OUTLAY	RUEKERT & MIELKE	PAVING PROGRAM DESIGN	\$119.88
E 204-53610-800 CAPITAL OUTLAY	RUEKERT & MIELKE	NOV-DEC GENERATOR/LOCATE CONTROLS	\$2,235.70
E 204-53610-290 OUTSIDE SERVICES/CONTRACTS	RUEKERT & MIELKE	NOV-DEC SCADA SERVICE	\$260.93
E 204-53610-380 MAINTENANCE-SEWAGE SYSTEM COLL	VISU-SEWER, INC.	MAINLINE INSPECTION/ROOT CUTTING	\$14,815.83
E 204-53610-380 MAINTENANCE-SEWAGE SYSTEM COLL	VISU-SEWER, INC.	SANITARY SEWER CLEANING	\$3,838.90
EXPENSE Descr SEWER SERVICE			\$27,407.31
EXPENSE Descr SOUTH IMPERIAL			
E 401-70500-290 OUTSIDE SERVICES/CONTRACTS	RUEKERT & MIELKE	PAVING PROGRAM DESIGN	\$1,008.39
EXPENSE Descr SOUTH IMPERIAL			\$1,008.39
EXPENSE Descr VH/DPW/WATER LOCK SYSTEM			
E 401-79230-285 CONSTRUCTION COSTS	CLEARPATH CONNECTIONS	ELECTRONIC LOCKS	\$14,417.81
EXPENSE Descr VH/DPW/WATER LOCK SYSTEM			\$14,417.81
EXPENSE Descr WATER UTILITY			
E 620-53700-625 MAINTENANCE OF PUMPING PLANT	PIONEER SUPPLY LLC	JANITORIAL SUPPLIES/PUMP HOUSES	\$70.00
E 620-53700-623 PUMPING - SUPPLIES/EXPENSES	RUEKERT & MIELKE	PAVING PROGRAM DESIGN	\$119.88
E 620-53700-673 TRANS&DIST MAINS	RUEKERT & MIELKE	NOV-DEC WATER MAIN DESIGN/SURVEY	\$5,259.92
E 620-53700-678 HYDRANTS	RUEKERT & MIELKE	NOV-DEC HYDRANT REPLACEMENT	\$177.50
E 620-53700-673 TRANS&DIST MAINS	RUEKERT & MIELKE	NOV-DEC HWY 83 WATER MAIN DESIGN	\$685.00
E 620-53700-923 OUTSIDE SERVICES	RUEKERT & MIELKE	NOV-DEC SCADA SERVICE	\$260.92
E 620-53700-622 POWER FOR PUMPING	WE ENERGIES	NOV-DEC #3 PUMPHOUSE	\$854.85
EXPENSE Descr WATER UTILITY			\$7,428.07
			\$90,749.23

**VILLAGE OF HARTLAND**  
**VOUCHER LIST - JANUARY 28, 2019**

Account Descr	Search Name	Comments	Amount
<b>EXPENSE Descr</b>			
G 101-12110 PROPERTY TAX REFUNDS	AMANN, TIM & SUE	0392015	\$9,363.55
G 101-12110 PROPERTY TAX REFUNDS	BAHR, MARK & KRISTAN	0726166	\$251.58
G 101-12110 PROPERTY TAX REFUNDS	BRAMMEIER, DEREK	0727092	\$137.03
G 101-12110 PROPERTY TAX REFUNDS	DALY, THOMAS H	0729136	\$302.37
G 101-12110 PROPERTY TAX REFUNDS	DANIEL, MATTHEW D	0726039	\$172.04
G 620-14200 CUSTOMER ACCOUNTS RECEIVABLE	DAVIS, WENDY	WATER/SEWER 223 MAPLE AVE	\$158.48
G 204-23400 DEPOSITS DUE TO DEL-HART	DELAFIELD-HARTLAND WATER	JAN FEES	\$13,055.00
G 101-12110 PROPERTY TAX REFUNDS	DUNSTON, ISAAC & KELLY	0729960	\$121.78
R 101-46740 RECREATION TRIPS	GRITTINGER, MARY	CASCADE SKI TRIP	\$56.13
G 101-21515 SALES TAXES PAYABLE	GRITTINGER, MARY	CASCADE SKI TRIP	\$2.87
G 101-21515 SALES TAXES PAYABLE	KETTERHAGEN, ELIZABETH	CASCADE SKI TRIP	\$2.87
R 101-46740 RECREATION TRIPS	KETTERHAGEN, ELIZABETH	CASCADE SKI TRIP	\$56.13
R 101-46740 RECREATION TRIPS	KINDEL, KAREN	OVERPAYMENT	\$6.00
G 101-12110 PROPERTY TAX REFUNDS	KINNEY, ROBERT & SANDRA	0430043	\$395.24
G 101-24240 COURT FINES DUE STATE	LAKE CTRY MUNICIPAL COURT	POSTON AE736772-1	\$237.00
G 101-24240 COURT FINES DUE STATE	LAKE CTRY MUNICIPAL COURT	POSTON BC605147-4	\$262.20
G 101-12110 PROPERTY TAX REFUNDS	LYONS, THOMAS & CATHERINE	0430120012	\$664.75
G 101-12110 PROPERTY TAX REFUNDS	MATTOX, JAMES	0427151	\$143.60
R 101-48000 MISCELLANEOUS REVENUE	MITCHELL, JACK C	COURT CASE #2015CF001370/MONIES CONFISCATED	\$695.68
R 101-46740 RECREATION TRIPS	PHENICIE, JOYCE	OVERPAYMENT	\$6.00
G 101-12110 PROPERTY TAX REFUNDS	QUAST, JOHN & LINDA	0391073	\$481.27
G 101-12110 PROPERTY TAX REFUNDS	REID, BRIAN	0425969001	\$104.09
G 101-12110 PROPERTY TAX REFUNDS	RORAFF, BRIAN & HOLLY	0727071	\$143.42
G 101-12110 PROPERTY TAX REFUNDS	SIADÉ-COX, JONATHAN	0392008	\$217.79
G 101-12110 PROPERTY TAX REFUNDS	SOPKO, NAOMI	0729961	\$114.14
G 101-12110 PROPERTY TAX REFUNDS	ZASTROW, DANIEL L	0728026	\$3,787.59
<b>EXPENSE Descr</b>			<b>\$30,938.60</b>
<b>EXPENSE Descr AMBULANCE</b>			
E 101-52300-300 OPERATING SUPPLIES/EXPENSES	ARROW INTERNATIONAL INC	25MM NEEDLES	\$562.50
E 101-52300-300 OPERATING SUPPLIES/EXPENSES	COMPETITOR AWARDS & ENGRAVING	BRASS PLATES/ENGRAVED	\$36.80
E 101-52300-300 OPERATING SUPPLIES/EXPENSES	EMERGENCY MEDICAL PRODUCTS	EMS SUPPLIES	\$1,332.40
<b>EXPENSE Descr AMBULANCE</b>			<b>\$1,931.70</b>
<b>EXPENSE Descr CORPORATE RESERVE EXPENSES</b>			
E 402-59900-830 FIRE/AMBULANCE EXPENSE	ROSENBAUER	NEW TRUCK	\$32,790.00
<b>EXPENSE Descr CORPORATE RESERVE EXPENSES</b>			<b>\$32,790.00</b>
<b>EXPENSE Descr FINANCIAL ADMINISTRATION</b>			

Account Descr	Search Name	Comments	Amount
E 101-51500-300 OPERATING SUPPLIES/EXPENSES	COMPLETE OFFICE OF WISCONSIN	OFFICE SUPPLIES	\$15.69
E 101-51500-290 OUTSIDE SERVICES/CONTRACTS	DIVERSIFIED BENEFIT SERVICES	JAN FSA FEES	\$200.36
E 101-51500-300 OPERATING SUPPLIES/EXPENSES	DIVERSIFIED BENEFIT SERVICES	HRA PLAN RENEWAL SERVICES	\$264.17
E 101-51500-500 PROPERTY ASSESSMENT	WI DEPT OF REVENUE (SALES TAX)	MUNICIPAL FEE ASSESSMENT OF MANUFACTURING PR	\$5,450.25
EXPENSE Descr FINANCIAL ADMINISTRATION			\$5,930.47
EXPENSE Descr FIRE PROTECTION			
E 101-52200-300 OPERATING SUPPLIES/EXPENSES	AIR ONE EQUIPMENT INC	WASH AND WAX	\$187.00
E 101-52200-300 OPERATING SUPPLIES/EXPENSES	BATTERY PRODUCTS INC	BATTERIES	\$141.12
E 101-52200-300 OPERATING SUPPLIES/EXPENSES	BATTERY PRODUCTS INC	BATTERIES/WATCH BATTERY	\$94.80
E 101-52200-255 BLDGS/GROUNDS	BIEBELS TRUE VALUE	SALT/SHELF BRACKET	\$32.66
E 101-52200-300 OPERATING SUPPLIES/EXPENSES	FIRE SAFETY USA INC	FIRE BOOTS	\$165.00
E 101-52200-300 OPERATING SUPPLIES/EXPENSES	FIRE SAFETY USA INC	REFLECTIVE LINES	\$525.00
E 101-52200-300 OPERATING SUPPLIES/EXPENSES	W.S. DARLEY & CO.	RIT RESPONSE BAG	\$247.30
EXPENSE Descr FIRE PROTECTION			\$1,392.88
EXPENSE Descr GENERAL ADMINISTRATION			
E 101-51400-300 OPERATING SUPPLIES/EXPENSES	COMPLETE OFFICE OF WISCONSIN	OFFICE SUPPLIES	\$31.07
E 101-51400-395 COMMUNITY RELATIONS	FOX COMPANY, INC	VILLAGE NEWSLETTER	\$2,600.68
E 101-51400-300 OPERATING SUPPLIES/EXPENSES	MILWAUKEE JOURNAL SENTINEL	PRICE INCREASE	\$18.28
E 101-51400-300 OPERATING SUPPLIES/EXPENSES	OFFICE PRO INC	OFFICE SUPPLIES	\$136.22
EXPENSE Descr GENERAL ADMINISTRATION			\$2,786.25
EXPENSE Descr LAW ENFORCEMENT			
E 101-52100-300 OPERATING SUPPLIES/EXPENSES	BIEBELS TRUE VALUE	PAINT	\$5.21
E 101-52100-360 VEHICLE MAINT/EXPENSE	HARTLAND SERVICE INC	OIL CHANGE/TIRE ROTATION SQ #4	\$73.78
E 101-52100-300 OPERATING SUPPLIES/EXPENSES	JEWELL, ROBERT	REIMBURSE PARKING EXPENSES	\$60.00
E 101-52100-300 OPERATING SUPPLIES/EXPENSES	OFFICE PRO INC	OFFICE SUPPLIES	\$251.18
E 101-52100-300 OPERATING SUPPLIES/EXPENSES	OFFICE PRO INC	OFFICE SUPPLIES	\$178.48
E 101-52100-300 OPERATING SUPPLIES/EXPENSES	SANTELLA, NORA	REIMBURSE MEETING SUPPLIES	\$12.94
E 101-52100-300 OPERATING SUPPLIES/EXPENSES	WI DEPT OF FINANCIAL INST	NOTARY RENEWAL/HOFFA	\$20.00
E 101-52100-290 OUTSIDE SERVICES/CONTRACTS	WI DEPT OF JUSTICE - TIME	TIME ACCESS/OFFC SUPPT ANNUAL	\$1,416.00
EXPENSE Descr LAW ENFORCEMENT			\$2,017.59
EXPENSE Descr LIBRARY			
E 101-55110-300 OPERATING SUPPLIES/EXPENSES	DEMCO INC	PAPER	\$94.27
E 101-55110-300 OPERATING SUPPLIES/EXPENSES	DEMCO INC	PAPER ROLLS/CD ALBUMS	\$99.82
E 101-55110-300 OPERATING SUPPLIES/EXPENSES	GILBERTSON, CATHY	REIMBURSE PROGRAM SUPPLIES	\$20.21
E 101-55110-300 OPERATING SUPPLIES/EXPENSES	GILBERTSON, CATHY	REIMBURSE PROGRAM SUPPLIES	\$23.24
E 101-55110-310 BOOKS & MATERIALS	PENGUIN RANDOM HOUSE LLC	ADULT AUDIOBOOK	\$26.25
E 101-55110-310 BOOKS & MATERIALS	PENGUIN RANDOM HOUSE LLC	ADULT AUDIOBOOK	\$33.75
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

Account Descr	Search Name	Comments	Amount
E 101-55110-310 BOOKS & MATERIALS	WAUKESHA CTY TREASURER (515)	SHARE OF DATABASE COST	\$2,345.00
E 101-55110-310 BOOKS & MATERIALS	WAUKESHA CTY TREASURER (515)	GALE COURSES	\$1,123.00
E 101-55110-300 OPERATING SUPPLIES/EXPENSES	WAUKESHA CTY TREASURER (515)	SHARE OF MOVIE LICENSING	\$265.00
E 101-55110-310 BOOKS & MATERIALS	WAUKESHA CTY TREASURER (515)	ADVATAGE PROGRAM	\$1,286.00
E 101-55110-300 OPERATING SUPPLIES/EXPENSES	WAUKESHA CTY TREASURER (515)	CAFÉ CARD COMBOS	\$82.43
E 101-55110-290 OUTSIDE SERVICES/CONTRACTS	WAUKESHA CTY TREASURER (515)	CAFÉ ANNUAL SUPPORT	\$18,017.00
E 101-55110-325 PERIODICALS	WAUKESHA CTY TREASURER (515)	FLIPSTER E MAGAZINE	\$1,044.00
E 101-55110-220 UTILITY SERVICES	WE ENERGIES	DEC-JAN GAS SERVICE	\$833.83
EXPENSE Descr LIBRARY			\$25,447.46
EXPENSE Descr LIBRARY SPEC EXPENSE			
E 205-59100-305 EXPENSES-OTHER	THE SPICE HOUSE	LURE AND LORE OF SPICES PROGRAM	\$150.00
EXPENSE Descr LIBRARY SPEC EXPENSE			\$150.00
EXPENSE Descr MUNICIPAL BUILDING			
E 101-51600-290 OUTSIDE SERVICES/CONTRACTS	ALSCO	FLOOR MAT SERVICE	\$143.13
E 101-51600-255 BLDGS/GROUNDS	MENARDS- PEWAUKEE	BULBS	\$79.96
E 101-51600-255 BLDGS/GROUNDS	RINDERLE DOOR CO	REPAIR TO ADMIN OVERHEAD DOOR	\$375.00
E 101-51600-220 UTILITY SERVICES	WE ENERGIES	DEC-JAN ELECTRIC	\$1,674.10
EXPENSE Descr MUNICIPAL BUILDING			\$2,272.19
EXPENSE Descr PARKS			
E 101-55200-365 BLDGS/GROUNDS MAINT EXPENSE	MENARDS- PEWAUKEE	LUMBER FOR TABLES	\$955.88
EXPENSE Descr PARKS			\$955.88
EXPENSE Descr PUBLIC WORKS			
E 101-53000-360 VEHICLE MAINT/EXPENSE	BABCOCK AUTO SPRING	REPAIR SPRINGS #26	\$4,454.76
E 101-53000-360 VEHICLE MAINT/EXPENSE	BOBCAT PLUS INC	FILTER/OIL	\$326.62
E 101-53000-360 VEHICLE MAINT/EXPENSE	E.H. WOLF	UNLEADED GASOLINE	\$760.28
E 101-53000-360 VEHICLE MAINT/EXPENSE	E.H. WOLF	DIESEL FUEL	\$267.87
E 101-53000-180 OTHER BENEFITS	ITU ABSORBTECH INC	UNIFORMS	\$102.45
E 101-53000-180 OTHER BENEFITS	ITU ABSORBTECH INC	UNIFORMS	\$129.45
E 101-53000-360 VEHICLE MAINT/EXPENSE	KIMBALL MIDWEST	OPENER/FITTINGS/KIM-KLEAN	\$333.53
E 101-53000-360 VEHICLE MAINT/EXPENSE	KIMBALL MIDWEST	DRILL BITS/MARKER/CABINET	\$315.82
E 101-53000-410 STREETS GEN MAINT	LANGE ENTERPRISES INC	PARKING SIGNS/BRACKETS	\$486.10
E 101-53000-180 OTHER BENEFITS	MAAS, CHRIS	REIMBURSE CLOTHING ALLOWANCE	\$200.00
E 101-53000-365 BLDGS/GROUNDS MAINT EXPENSE	MENARDS- PEWAUKEE	ELECTRICAL PARTS/SHELVE	\$37.95
E 101-53000-360 VEHICLE MAINT/EXPENSE	NAPA AUTO PARTS	MOTOR OIL	\$89.97
E 101-53000-360 VEHICLE MAINT/EXPENSE	NAPA AUTO PARTS	OIL/FUEL.HYDRAULIC FILTERS/ICE BLADES	\$226.96
E 101-53000-360 VEHICLE MAINT/EXPENSE	NAPA AUTO PARTS	LUCAS OIL STABL	\$9.99
E 101-53000-360 VEHICLE MAINT/EXPENSE	NAPA AUTO PARTS	SOLTRON FUEL TREATMENT	\$95.97
E 101-53000-360 VEHICLE MAINT/EXPENSE	NAPA AUTO PARTS	STROBE LIGHT	\$233.72
E 101-53000-360 VEHICLE MAINT/EXPENSE	TRUCK COUNTRY OF WISCONSIN	LED LIGHT/SALT ELIMINATOR	\$346.92

Account Descr	Search Name	Comments	Amount
E 101-53000-360 VEHICLE MAINT/EXPENSE	TRUCK COUNTRY OF WISCONSIN	WINDOWS #27/#25	\$292.59
E 101-53000-360 VEHICLE MAINT/EXPENSE	TRUCK COUNTRY OF WISCONSIN	FUEL FILTERS/BRACKET	\$254.62
E 101-53000-345 STAFF EDUCATION/TRAINING	WAUKESHA CTY PUBLIC WORKS ASSO	2019 DUES/GERSZEWSKI	\$70.00
EXPENSE Descr PUBLIC WORKS			\$9,035.57
EXPENSE Descr RECREATION PROGRAMS/EVENTS			
E 101-55300-290 OUTSIDE SERVICES/CONTRACTS	AXIOM IN MOTION LLC	PARKOUR DEMO BEFORE/AFTER SCHOOL CARE	\$45.00
E 101-55300-290 OUTSIDE SERVICES/CONTRACTS	DUMA, KERRY	WEDS ALIGNMEN YOGA	\$400.00
E 101-55300-290 OUTSIDE SERVICES/CONTRACTS	DUMA, KERRY	MON ALIGNMENT YOGA	\$440.00
E 101-55300-290 OUTSIDE SERVICES/CONTRACTS	FARMER-TIEFENTHALER, SUSAN	JAN-MAR ART STUDIO AM	\$792.00
E 101-55300-290 OUTSIDE SERVICES/CONTRACTS	FARMER-TIEFENTHALER, SUSAN	JAN-MAR ART STUDIO PM	\$128.00
E 101-55300-290 OUTSIDE SERVICES/CONTRACTS	FARMER-TIEFENTHALER, SUSAN	JAN-MAR ART STUDIO PM	\$192.00
E 101-55300-290 OUTSIDE SERVICES/CONTRACTS	FARMER-TIEFENTHALER, SUSAN	JAN-MAR ART STUDIO AM	\$792.00
E 101-55300-290 OUTSIDE SERVICES/CONTRACTS	HOOVER HANDS BASKETBALL AC	FUNDAMENTALS OF BASKETBALL	\$960.00
E 101-55300-290 OUTSIDE SERVICES/CONTRACTS	HUNT-MATTHES, KATE	DESIGNING THE LIFE OF YOU DREAMS 2	\$100.80
E 101-55300-290 OUTSIDE SERVICES/CONTRACTS	MULLETT ICE CENTER	JAN-FEB LEARN TO PLAY HOCKEY	\$80.00
E 101-55300-290 OUTSIDE SERVICES/CONTRACTS	SATTELL, LINDA	FERMENTATION CLASS	\$112.00
E 101-55300-300 OPERATTING SUPPLIES/EXPENSES	TISCHER, SHERRY	REIMBURSE PROGRAM SUPPLIES	\$15.40
E 101-55300-290 OUTSIDE SERVICES/CONTRACTS	TRANSON, ELYSE	IRISH DANCE FOR YOUTH	\$162.00
E 101-55300-290 OUTSIDE SERVICES/CONTRACTS	TRANSON, ELYSE	IRISH DANCE FOR ADULTS	\$432.00
EXPENSE Descr RECREATION PROGRAMS/EVENTS			\$4,651.20
EXPENSE Descr SEWER SERVICE			
E 204-53610-385 MAINTENANCE-COLLECT EQP PUMP	BUMPER TO BUMPER HARTLAND	FUNNELS	\$4.98
E 204-53610-385 MAINTENANCE-COLLECT EQP PUMP	BUMPER TO BUMPER HARTLAND	OIL FILTERS	\$38.12
E 204-53610-270 TREATMENT EXPENSE	DELAFIELD-HARTLAND WATER	JAN FEES	\$74,202.39
E 204-53610-290 OUTSIDE SERVICES/CONTRACTS	DIVERSIFIED BENEFIT SERVICES	JAN FSA FEES	\$30.82
E 204-53610-290 OUTSIDE SERVICES/CONTRACTS	DIVERSIFIED BENEFIT SERVICES	HRA PLAN RENEWAL SERVICES	\$40.64
E 204-53610-380 MAINTENANCE-SEWAGE SYSTEM COLL	FUHS, CHRISTINA A	REIMBURSE CARPET CLEANING/SEWER BACKUP 209 N	\$70.00
E 204-53610-385 MAINTENANCE-COLLECT EQP PUMP	TRUCK COUNTRY OF WISCONSIN	FILTER HEAD/FILTER SEWER GENERATOR	\$103.94
EXPENSE Descr SEWER SERVICE			\$74,490.89
EXPENSE Descr WATER UTILITY			
E 620-53700-923 OUTSIDE SERVICES	DIVERSIFIED BENEFIT SERVICES	JAN FSA FEES	\$77.06
E 620-53700-923 OUTSIDE SERVICES	DIVERSIFIED BENEFIT SERVICES	HRA PLAN RENEWAL SERVICES	\$101.60
E 620-53700-625 MAINTENANCE OF PUMPING PLANT	E.H. WOLF	GENERATOR OIL	\$178.10
E 620-53700-625 MAINTENANCE OF PUMPING PLANT	MENARDS- PEWAUKEE	BLUE PAINT	\$26.87
E 620-53700-623 PUMPING - SUPPLIES/EXPENSES	PRICE ENGINEERING	OIL LINE FOR TURBO WELL #6	\$46.98
E 620-53700-930 MISC GENERAL EXPENSES	TRI-COUNTY WATERWORKS ASSOC	FEB MEETING ELFTMAN/FELKNER/ARK/SCHLAFER	\$60.00
E 620-53700-623 PUMPING - SUPPLIES/EXPENSES	WOLTER POWER SYSTEMS	HANDLING CHARGE	\$8.00
E 620-53700-623 PUMPING - SUPPLIES/EXPENSES	WOLTER POWER SYSTEMS	BELTS	\$116.88
E 620-53700-623 PUMPING - SUPPLIES/EXPENSES	WOLTER POWER SYSTEMS	CREDIT	-\$124.88
E 620-53700-623 PUMPING - SUPPLIES/EXPENSES	WOLTER POWER SYSTEMS	BELTS	\$127.48

Account Descr	Search Name	Comments	Amount
EXPENSE Descr WATER UTILITY			\$618.09
			\$195,408.77

**VILLAGE OF HARTLAND  
LICENSES AND PERMITS  
JANUARY 28, 2019**

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

Tamela Tori Hulsey  
Amy Jo Benson  
Jordan Kovacik  
Jamesine Marie Williamson  
Sophia Joy Drosdick

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

**Class "A Liquor" License**

Applicant: Jamesine's Flowers, LLC  
Location: 202 North Avenue  
Agent: Daniel Williamson

The following documents are complete and on file

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

**ECONOMIC DEVELOPMENT COOPERATION CONTRACT  
BETWEEN  
WAUKESHA COUNTY CENTER FOR GROWTH, INC.  
AND THE  
VILLAGE OF HARTLAND**

This Contract is by and between the Waukesha County Center for Growth Inc., 2717 North Grandview Boulevard, Suite 300, Waukesha, Wisconsin 53188, referred to herein as Growth Center, and the Village of Hartland, a Wisconsin municipal corporation, 210 Cottonwood Ave, Hartland, WI 53029, referred to herein as Village. Together, Growth Center and Village are referred to as the Parties.

**Recitals**

**WHEREAS**, the Village and the Growth Center both recognize the need to provide for a central point of contact for businesses looking for workforce, financial management, growth and site selection technical assistance and be able to connect businesses to the organizations providing those resources.

**WHEREAS**, Village wishes to engage the Growth Center to conduct economic development services for the Village, and the Growth Center has the resources to provide such services and is willing to do so.

Therefore, in consideration of the mutual promises of the Parties contained herein, they agree and contract as follows:

1. **Growth Center Services.** Services to be provided to Village by the Growth Center include the following:
  - a. Work with the Village to prepare a community profile for the Village that is specific to business and developer audiences.
  - b. Assist the Village in promoting the availability of existing and proposed business parks, industrial parks, and redevelopment areas.
  - c. Outreach to local chambers of commerce to coordinate business expansion, retention and recruitment efforts.
  - d. Coordinate the development of recruitment proposals and site-specific proposals for development consideration. The recruitment proposals will be actively provided to developers, brokers, franchises and commercial and industrial development interests. This information could also be placed on the Village website.
  - e. Establish an on-going business expansion and retention program that consists, at a minimum, of the following:
    - i. A coordinated business outreach program including an interview with prominent Village industries. The program will assist in providing direct assistance to these industries including, but not limited to, physical expansion referral to appropriate local officials, workforce development and financial assistance, as well as guide in developing new, and refining existing programs for all businesses.
    - ii. Identification of first-stage companies (companies with fewer than 20 employees) and second-stage companies (companies with between 20 and approximately 100 employees and no more than \$50 million in annual sales), and the development and offering of cooperative programs and technical assistance to them.

- f. Assist existing businesses per direct contact or referral from the (Mayor, President, Chair) or designee and report findings and resolution to the respective party. When meeting with local companies, Growth Center staff will provide information on existing state and federal economic development assistance programs that provide funding to help meet the needs of local businesses, including those that offer low-interest loans, tax credit programs and workforce development assistance.
- g. Continue the implementation of a targeted business recruitment program that includes emphasis on the following:
  - i. Second-stage companies or those companies with between 20 and approximately 100 employees and no more than \$50 million in sales.
  - ii. Milwaukee 7 or regional industry targets.
- h. Provide assistance through the development of customized proposals to businesses interested in establishing a location within the Village from reliable sources. This activity includes providing copies of such proposals (unless deemed confidential), when requested, to the (Mayor, President, Chair) and provide status updates on proposals presented to businesses.
- i. Access to commercial research and market data in Xceligent or equivalent database.
- j. Evaluate and potentially participate in the following if the Parties deem it beneficial:
  - i. Trade show events,
  - ii. Milwaukee 7 marketing activities.
- k. Author press releases and engage in other media relations promoting economic development/workforce development issues.
- l. Provide a written annual report summarizing activities conducted through this Contract and in-person updates as requested by the (Mayor, President, Chair).
- m. Coordinate economic development initiatives with the following agencies:
  - i. Milwaukee 7.
  - ii. Southeastern Wisconsin Regional Planning Commission.
  - iii. U.S. Economic Development Administration.
  - iv. U.S. Small Business Administration.
  - v. UW-Waukesha.
  - vi. Waukesha County Technical College
  - vii. Waukesha-Ozaukee-Washington Workforce Development, Inc.
  - viii. Wisconsin Economic Development Corporation.
  - ix. Wisconsin Department of Administration.
  - x. University of Wisconsin-Extension Small Business Development Center.

- xi. University of Wisconsin-Extension
    - xii. Any other agencies that provide similar services or attempt to achieve similar objectives and may benefit the economic development of the Village.
  - n. In general, throughout the term of this Contract, the Growth Center will act as the Village economic development advocate and will exercise its best good-faith efforts to promote business recruitment, business retention and expansion, community development and business finance.
2. **Term.** The term of this Contract will commence upon its execution (herein referred to as Commencement Date) and its initial term will terminate on the date one year after the commencement of the obligation to provide the services listed in section 1. Thereafter, this Contract may be renewed for 2 one-year renewal terms, by written amendment to this Contract executed by the Parties. Renewal terms shall commence on the anniversaries of the Commencement Date.
  3. **Payment.** The Village shall pay the Growth Center \$6,602.13 for its services for each year in which this Contract remains in effect within 2 months after the Commencement Date. Payment shall be made upon receipt of invoices from the Growth Center.
  4. **Standard of Work.** Growth Center will perform the Work according to generally-accepted industry practices.
  5. **Changes.** This Contract can only be amended by the written, mutual agreement of the Parties. No change to the scope of services, or the total amount to be paid to the Growth Center, shall be effective unless done by the written mutual agreement of the Parties.
  6. **Insurance.** The CONTRACTOR shall be solely responsible to meet CONTRACTOR'S insurance needs as detailed in the Certificate of Insurance herein attached and incorporated by reference as Attachment 3 during the terms of this Contract or any extension thereof. CONTRACTOR shall not allow subcontractors, if any, to commence work until the aforementioned documents, where applicable, have been obtained from the subcontractor(s).
  7. **Records.** Records shall be maintained by the Growth Center with respect to all matters covered by this Contract. The records shall be maintained for a period of three (3) years after receipt of final payment under this Contract, except as otherwise authorized through this Contract or applicable State and federal regulations.
  8. **Documentation of Cost.** - All costs shall be supported by properly executed payrolls, time records, invoices, contracts or vouchers, or other official documentation evidencing in proper detail the nature and propriety of other accounting documents pertaining in whole or in part to this Contract and shall be clearly identified and readily accessible.
  9. **Cooperation by Village.** The Village shall cooperate with the Growth Center in the performance of the services, and shall respond timely to all reasonable requests for information.
  10. **Parties Are Independent Contractors.** Nothing in this Contract shall be construed to create any relationship between the Parties other than independent contractors. Unless specifically provided in this Contract, the Parties are not agents for one another, have no authority to bind the other to contracts, and have no vicarious liability for the other's acts or omissions.
  11. **Indemnification and Defense of Suits:**
    - a. The Growth Center agrees to indemnify, hold harmless, and defend the Village, its officers, agents, and employees from any and all liability including claims, demands, damages, actions or causes of action; together with any and all losses, costs, or expense, including reasonable attorney fees, where

such liability is founded upon or grows out of the acts, errors, or omissions of the Growth Center, its employees, agents or subcontractors.

- b. The Village agrees to indemnify, hold harmless, and defend the Growth Center, its officers, agents, and employees from any and all liability including claims, demands, damages, actions or causes of action; together with any and all losses, costs, or expense, including reasonable attorney fees, where such liability is founded upon or grows out of the acts, errors, or omissions of the Village, its employees, agents or subcontractors.
- c. Notwithstanding the foregoing, nothing in this Contract, including the indemnification provision above, shall in any way constitute a waiver by the Village of any immunity, liability limitation, limitation on the amount recoverable, or other protections applicable to the under Section 893.80, Wis. Stats., or any other applicable statute or law.

12. **Assignment Prohibited.** This Contract, and the Growth Center's responsibility to perform the services under this Contract, may not be assigned by the Growth Center without the Village written consent.

13. **Notices.** All notices required by this Contract, and all other communications between the Parties, shall be addressed as follows:

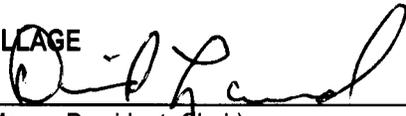
To Village: Village of Hartland, Village Administrator, 210 Cottonwood Ave, Hartland, WI 53029

To Growth Center: Economic Development Director, 2717 N Grandview Blvd, Ste 300, Waukesha, WI 53188

14. **Severability.** If any term of this Contract is held unenforceable by a court having jurisdiction, then to the extent the unenforceable term can be severed from the remainder of this Contract without affecting the enforceability of the remainder of this Contract or substantially frustrating its purpose, it will be so severed, and the remainder of this Contract will remain in effect and enforceable.

15. **Governing Law and Jurisdiction.** This Contract will be construed and enforced according to the laws of Wisconsin. If a lawsuit arises out of this Contract, it shall be filed in the state Circuit Court for Waukesha County, Wisconsin. The Parties consent to personal and subject-matter jurisdiction in Wisconsin, and waive all jurisdictional defenses.

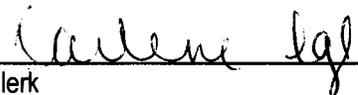
VILLAGE

  
\_\_\_\_\_  
(Mayor, President, Chair)

David Lamerand  
\_\_\_\_\_  
By (print name)

Date: 4/17/17

\_\_\_\_\_  
Date: 4/17/17

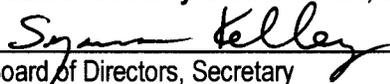
  
\_\_\_\_\_  
Clerk

Darlene Igl  
\_\_\_\_\_  
By (print name)

Date: 4/17/17

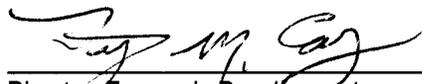
\_\_\_\_\_  
Date: 4/17/17

Waukesha County Growth Center, Inc.

  
\_\_\_\_\_  
Board of Directors, Secretary

Suzanne Kelley

Date: 4/17/17

  
\_\_\_\_\_  
Director, Economic Development

Timothy Casey

Date: 4-7-2017

Approved by the

Village Board

Date 2/13/17

2017 Information

MEMORANDUM

**TO:** President and Village Board  
**FROM:** David E. Cox, Village Administrator  
**DATE:** January 20, 2017  
**SUBJECT:** Waukesha Center for Growth

As the Board will recall, in fall 2016, the County, in partnership with the Waukesha Business Alliance, created the Waukesha Center For Growth (Center) as the economic development entity for the County. It replaced the defunct Waukesha County Economic Development Corporation. The Center for Growth is led by Tim Casey, its hired director, and will operate using public funds from the County and from its member municipalities. The Center intends to provide a variety of services to the municipalities and would serve the economic development needs of the entire County. In February, I would like to bring Tim Casey to the Village Board to discuss the possibility of the Village becoming a member of the Center.

I have attached a copy of the standard agreement between a municipality and the Center, which outlines the services the Center would provide including business retention and recruitment efforts. The County has committed \$250,000 to fund the Center's operations. The municipalities are intended to match that amount through a formula-driven contribution. The attached document shows the formula information and the respective proposed contributions for each municipality in the County. The formula is based 80% (\$200,000 county-wide) on population and 20% (\$50,000 county-wide) on the current amount of planned and existing business/industrial park acreage. In the case of Hartland, our contribution would be \$6,602.13. Funds could be available in the Village's Administration budget if the Village became a member.

As indicated, the Village Board will be asked to officially consider this matter in February when I can arrange for Tim Casey and others to be at the meeting to discuss the Center and its activities and benefits.

DCenter For Growth

cc: Darlene Igl, Village Clerk

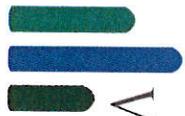
# Waukesha County Center for Growth Municipal Support Formula



Municipality	Population	% of Total Population	Contribution Based on Population (80% Base Contribution with \$2000 min)	Combined Planned and existing industrial park acreage	% of Planned and Existing Industrial Park Acreage	Contribution Based on Business Park Acreage - Existing and Planned (20% Contribution)	Total Municipal Contribution under 80 / 20 Model
City of Waukesha	71,044	18.09%	\$36,176.71	1,109	8.66%	\$4,327.97	\$40,504.68
City of Pewaukee	13,728	3.50%	\$6,990.51	2,189	17.09%	\$8,542.77	\$15,533.28
City of Oconomowoc	16,293	4.15%	\$8,296.65	875	6.83%	\$3,414.77	\$11,711.42
City of New Berlin	40,130	10.22%	\$20,434.82	2,765	21.58%	\$10,790.67	\$31,225.48
City of Muskego	24,304	6.19%	\$12,375.97	527	4.11%	\$2,056.67	\$14,432.64
City of Delafield	7,093	1.81%	\$3,611.87	97	0.76%	\$378.55	\$3,990.42
City of Brookfield	37,847	9.64%	\$19,272.28	1,032	8.05%	\$4,027.47	\$23,299.75
Village of Wales	2,544	0.65%	\$2,000.00	0	0.00%	\$0.00	\$2,000.00
Village of Sussex	10,669	2.72%	\$5,432.82	366	2.86%	\$1,428.35	\$6,861.17
Village of Summit	4,713	1.20%	\$2,399.93	214	1.67%	\$835.15	\$3,235.09
Village of Pewaukee	8,154	2.08%	\$4,152.14	169	1.32%	\$659.54	\$4,811.68
Village of Oconomowoc Lake	589	0.15%	\$2,000.00	0	0.00%	\$0.00	\$2,000.00
Village of North Prairie	2,144	0.55%	\$2,000.00	135	1.05%	\$526.85	\$2,526.85
Village of Nashotah	1,387	0.35%	\$2,000.00	0	0.00%	\$0.00	\$2,000.00
Village of Mukwonago	7,390	1.88%	\$3,763.10	601	4.69%	\$2,345.46	\$6,108.56
Village of Merton	3,435	0.87%	\$2,000.00	0	0.00%	\$0.00	\$2,000.00
Village of Menomonee Falls	35,798	9.11%	\$18,228.90	1,339	10.45%	\$5,225.57	\$23,454.47
Village of Lannon	1,099	0.28%	\$2,000.00	17	0.13%	\$66.34	\$2,066.34
Village of Lac LaBelle	291	0.07%	\$2,000.00	0	0.00%	\$0.00	\$2,000.00
Village of Hartland	9,141	2.33%	\$4,654.74	499	3.89%	\$1,947.39	\$6,602.13
Village of Elm Grove	5,963	1.52%	\$3,036.45	0	0.00%	\$0.00	\$3,036.45
Village of Eagle	1,946	0.50%	\$2,000.00	79	0.62%	\$308.30	\$2,308.30
Village of Dousman	2,327	0.59%	\$2,000.00	144	1.12%	\$561.97	\$2,561.97
Village of Chenequa	587	0.15%	\$2,000.00	0	0.00%	\$0.00	\$2,000.00
Village of Butler	1,832	0.47%	\$2,000.00	210	1.64%	\$819.54	\$2,819.54
Village of Big Bend	1,292	0.33%	\$2,000.00	198	1.55%	\$772.71	\$2,772.71
Town of Waukesha	9,168	2.33%	\$4,668.49	60	0.47%	\$234.16	\$4,902.64
Town of Vernon	7,624	1.94%	\$3,882.26	19	0.15%	\$74.15	\$3,956.41
Town of Ottawa	3,876	0.99%	\$2,000.00	0	0.00%	\$0.00	\$2,000.00
Town of Oconomowoc	8,602	2.19%	\$4,380.27	59	0.46%	\$230.25	\$4,610.52
Town of Mukwonago	8,010	2.04%	\$4,078.82	0	0.00%	\$0.00	\$4,078.82
Town of Merton	8,383	2.13%	\$4,268.75	0	0.00%	\$0.00	\$4,268.75
Town of Lisbon	10,236	2.61%	\$5,212.33	33	0.26%	\$128.79	\$5,341.12
Town of Genesee	7,330	1.87%	\$3,732.55	19	0.15%	\$74.15	\$3,806.70
Town of Eagle	3,507	0.89%	\$2,000.00	0	0.00%	\$0.00	\$2,000.00
Town of Delafield	8,221	2.09%	\$4,186.26	0	0.00%	\$0.00	\$4,186.26
Town of Brookfield	6,064	1.54%	\$3,087.88	57	0.44%	\$222.45	\$3,310.33
<b>Total</b>	<b>392,761</b>	<b>100.00%</b>	<b>\$214,324.51</b>	<b>12,812</b>	<b>100.00%</b>	<b>\$50,000.00</b>	<b>\$264,324.51</b>

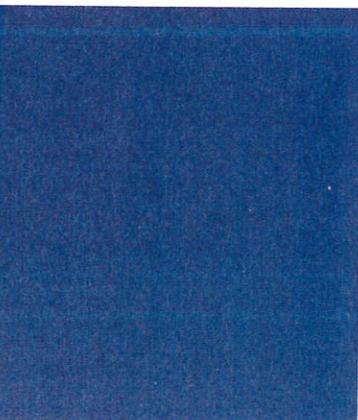
## Business Park Acreage in Waukesha County Municipalities

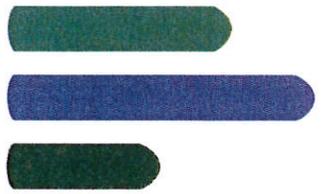
Municipality	Population	Proposed Business Parks (acres)	Existing Business Parks (acres)	Total Business Parks (acres)
City of Waukesha	71,044	0	1,109	1,109
City of Pewaukee	13,728	282	1,907	2,189
City of Oconomowoc	16,293	0	875	875
City of New Berlin	40,130	959	1,806	2,765
City of Muskego	24,304	105	422	527
City of Delafield	7,093	0	97	97
City of Brookfield	37,847	92	940	1,032
Village of Wales	2,544	0	0	0
Village of Sussex	10,669	22	344	366
Village of Summit	4,713	58	156	214
Village of Pewaukee	8,154	0	169	169
Village of Oconomowoc Lake	589	0	0	0
Village of North Prairie	2,144	0	135	135
Village of Nashotah	1,387	0	0	0
Village of Mukwonago	7,390	215	386	601
Village of Merton	3,435	0	0	0
Village of Menomonee Falls	35,798	0	1,339	1,339
Village of Lannon	1,099	0	17	17
Village of Lac LaBelle	291	0	0	0
Village of Hartland	9,141	0	499	499
Village of Elm Grove	5,963	0	0	0
Village of Eagle	1,946	0	79	79
Village of Dousman	2,327	114	30	144
Village of Chenequa	587	0	0	0
Village of Butler	1,832	0	210	210
Village of Big Bend	1,292	0	198	198
Town of Waukesha	9,168	0	60	60
Town of Vernon	7,624	0	19	19
Town of Ottawa	3,876	0	0	0
Town of Oconomowoc	8,602	0	59	59
Town of Mukwonago	8,010	0	0	0
Town of Merton	8,383	0	0	0
Town of Lisbon	10,236	0	33	33
Town of Genesee	7,330	0	19	19
Town of Eagle	3,507	0	0	0
Town of Delafield	8,221	0	0	0
Town of Brookfield	6,064	0	57	57
	392,761	1,847	10,965	12,812



WAUKESHA COUNTY  
CENTER FOR GROWTH  
*Advancing business. Growing communities.*

YEAR-IN-REVIEW 2018





2018 was a strong year for the Waukesha County Center for Growth.

Our role is to connect businesses with the resources they need to grow. Most of our companies say their number one concern is workforce. Because of that, we implemented a workforce development strategy this past year to develop Waukesha County students and prepare them for jobs after graduation, attract new workers to live and work in our area and retain the workforce we already have by giving them new tools to be successful.

In addition to that, in 2018:

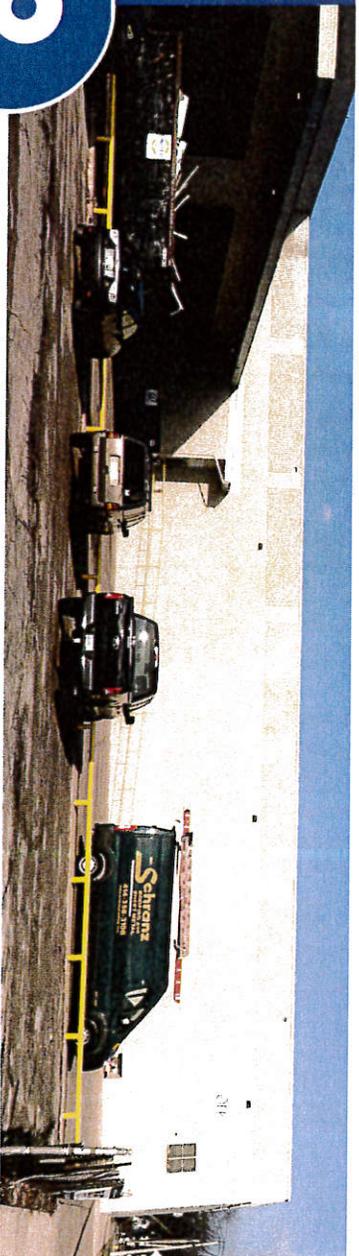
- We helped 22 companies choose Waukesha County as their preferred place to start, expand or locate their business. Of these, 17 were small business start-ups.
- Companies invested nearly \$67 million in buildings, equipment and more in Waukesha County.
- Collectively, these small and large businesses are creating 460 jobs, while retaining 30 more.

Looking forward to 2019, we have a lot of important projects in the pipeline. We're constantly working to create a vibrant economy where businesses and citizens thrive, and we're honored to work with so many smart and talented business leaders, nonprofit leaders, public officials and educators to make Waukesha County a great place to live, work and play.

Sincerely,

Tim Casey  
Director, Economic Development

# BRINGING BUSINESS TO WAUKESHA COUNTY



## FROM VACANT TO VIBRANT

### OFPP Ingredients

**Size of project:** 200,000 sq ft

**Capital expenditure:** \$3.23 million

**Expected job creation:** 25

In early 2018, Lake County Foods closed its 200,000-square-foot, 100-year-old plant in Oconomowoc. Vacant industrial buildings tend to have a negative impact on adjacent parts of the community.

The Waukesha County Center for Growth worked with the City of Oconomowoc, Wisconsin Economic Development Corporation (WEDC) and other partners to assist a Missouri-based ownership group interested in acquiring the vacant plant.

The principals of Osage Food Products (OFP) in Washington, Missouri were familiar with the idle plant, which specialized in agglomeration of powdered food products, such as malt, cocoa mixes and others. Local officials and the Center for Growth aided in permitting, utility connections and referrals to vendors, contractors and potential sources of financing.

OFP Ingredients purchased the plant in late 2018 and is in the process of major renovations which will bring the facility up to current food-grade production standards. While much of the equipment left in the building is reusable, OFP is

investing millions in upgrading the process equipment.

The Center for Growth continues to work with OFP on additional sources of capital to assist the project and will assist in addressing workforce needs when the company is ready. OFP will start production of powdered food ingredients in 2019. The company anticipates 25 jobs will be created as production ramps up.

The Center for Growth and local partners welcome the opportunity to work with OFP Ingredients to bring a vacated facility back to production. •





# HELPING BUSINESS EXPAND IN WAUKESHA COUNTY

## EXPLOSIVE GROWTH IN BROOKFIELD

### Milwaukee Tool

**Size of addition:** 114,000 sq ft

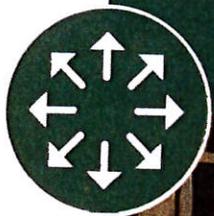
**Capital expenditure:** \$32 million

**Expected job creation:** 350

Milwaukee Tool has seen significant growth at its headquarters in Brookfield over the last several years. The company completed construction of a new four-story office building on Lisbon Road and occupied it in fall of 2017. As that project was being completed, Milwaukee Tool indicated the need for additional facilities to accommodate continued growth.

The Waukesha County Center for Growth worked with the City of

6



local officials and obtain the necessary approvals.

Brookfield, Milwaukee 7, the Wisconsin Economic Development Corporation (WEDC) and other partners on a package of assistance for a new three-story facility across Lisbon Road, focused heavily on research and development.

The City of Brookfield proposed and approved an amendment to the existing TIF (tax increment financing) district to support the new project, while WEDC approved \$8,000,000 in business tax credits toward the project.

The Center for Growth worked with all parties to develop detailed plans, arrange tours of the facilities for

Many of the 350 jobs projected to be added are in engineering, product development and testing and other highly-skilled positions with salaries averaging \$75,000 per year. Milwaukee Tool has added 1,000 jobs in Brookfield in the last seven years and is poised for continued growth.

The Center for Growth is working with Milwaukee Tool on a number of initiatives to interest young people in career opportunities and to attract the next generation of workforce to our area. •



**"We are proud to partner with the Waukesha County Center for Growth to grow our world-class work environment here in Wisconsin so we can attract, retain, and recruit the best talent in the world."**

-TY STAVISKI, CFO, MILWAUKEE TOOL



# WE ALL SCREAM FOR ICE CREAM

## Denali Ingredients

**Size of addition:** 96,000 sq ft  
**Capital expenditure:** \$26.2 million

**Expected job creation:** 25

Denali Ingredients is the company that brings you Moose Tracks®, along with many other flavors, fruits, inclusions (think cookie dough), coatings and other ingredients to enhance your ice cream, custard and other food experiences.

Denali completed a major addition to its plant on Calhoun Road in New Berlin in 2017, but soon needed additional capacity. The Waukesha County Center for Growth met with Denali to assist in identifying potential sites and facilities. When a former food plant became available nearby, Denali moved to acquire it.

The Center for Growth met with Denali and the Wisconsin Economic Development Corporation (WEDC) to discuss

financing options. WEDC was able to provide business tax credits to assist the acquisition, remodeling and equipping of the new plant. The plant will be ramping up for production in early 2019.

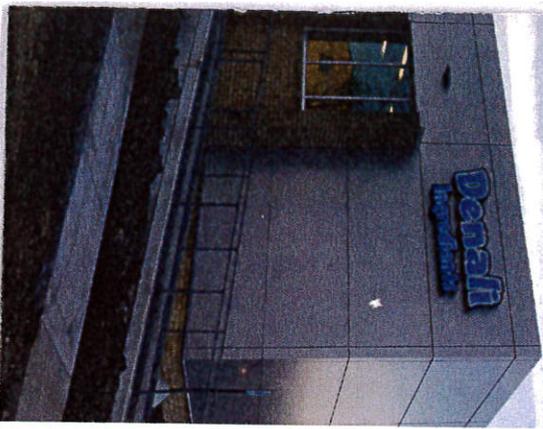
The Center for Growth and Waukesha County Business Alliance have worked with Denali for several years on workforce initiatives. Denali and other manufacturers have worked with the Joseph Project to bring workforce in from the inner city of Milwaukee. Denali joined with several other Waukesha County manufacturers to donate a van to the Joseph Project, which provides more opportunities for workers from Milwaukee to access jobs in our area.

Denali is more than just an ice cream manufacturer—it is a socially-conscious company that is invested in the local community, and we're happy to see the business grow. •

## THE JOSEPH PROJECT

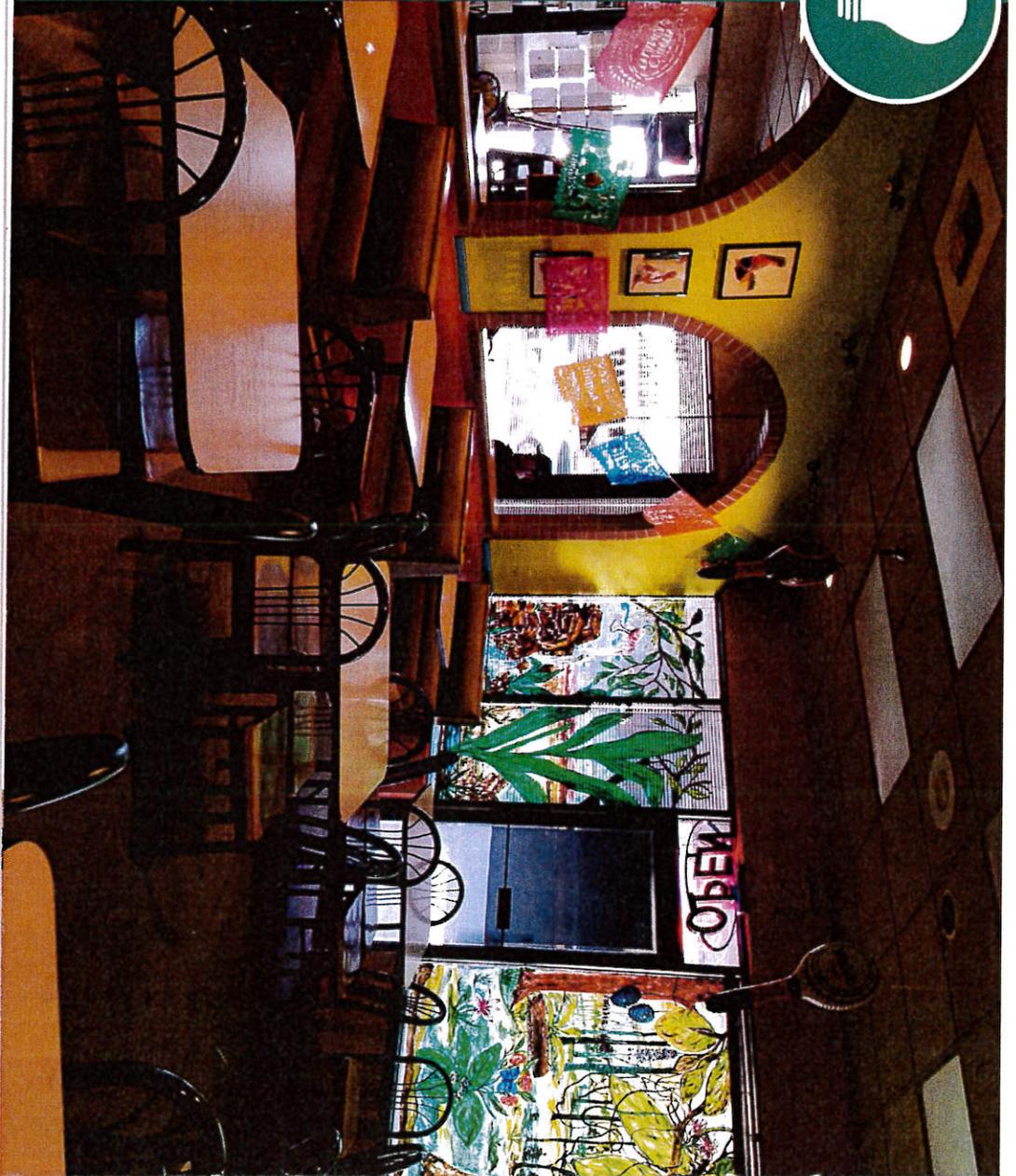
The Joseph Project is a collaborative initiative run by Senator Ron Johnson's office and Greater Praise Church of God in Christ on Milwaukee's north side that provides job training and transportation to work for low-income Milwaukee residents. The Joseph Project expanded to Waukesha County in 2017, and as of December 2018, six Waukesha County employers have hired 64 people, with 31 currently on the job. Because of our efforts in Waukesha County, \$1.55 million in taxpayer dollars has been saved and \$967,000 has been brought back into the local community in Milwaukee.

In October 2018, the Center for Growth supported Greater Praise Community Development Corporation and the Joseph Project in their request for funds through the Commute to Careers grant from the Wisconsin Department of Workforce Development and Transportation. A total of \$333,113 was awarded to purchase two vans and run routes for those vans to connect workers from Milwaukee to jobs in Waukesha County.





# PURSuing THE AMERICAN DREAM



### Taco Amigo

**Capital expenditure:** \$330,000

**Expected job creation:** 13

Joe Woolfolk of Waukesha had a vision of opening a Spanish-themed restaurant that offers Latin American and European Spanish cuisine in addition to the standard Mexican cuisine. Being raised in a family of restaurateurs, running a restaurant has always been his goal.

Although he spent a year searching for the ideal location, developing a business plan and forming financial projections, in

fall 2018 an opportunity fell into his lap.

His uncle, who owns several Spanish family restaurants in the area, was looking to sell one of them. Joe leaped at the chance and purchased Taco Amigo, an existing restaurant in Waukesha, in October of 2018.

Once Joe made his decision to purchase Taco Amigo, the Waukesha County Center for Growth helped him realize his dream.

The process of purchasing a

business is involved, and the Center for Growth helped Joe develop a business plan, perform market research, build out revenue models and financial projections, meet commercial lenders, conduct site searches and more.

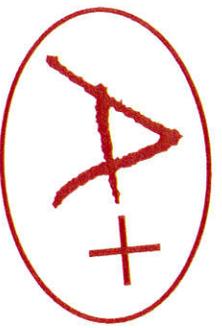
Although Joe no longer needed to build a restaurant from the ground up, he had work to do to make it his own and plan for the future success of the restaurant.

Joe is in the process of rebranding the space to fit his own vision. He wants to

maintain the turn-of-the-century Spanish culture and tradition while utilizing modern ordering systems and the latest technology.

“The staff at the Waukesha County Center for Growth are my true business advisors,” said Joe. “I’ve wanted to own my own restaurant for years, and because of their help, I’ve finally achieved my dream. I will definitely continue to take advantage of these resources in the future.” •





# MEASURING STUDENTS' PREPAREDNESS AFTER HIGH SCHOOL

Currently, the state of Wisconsin has a tool that measures how prepared high school students are to attend college. The tool measures standardized test scores and more.

However, those indicators aren't necessarily representative of all the skills a high school student may need to be successful after high school graduation.

The Waukesha County Center for Growth and the Waukesha County Business Alliance developed the Workforce Readiness Dashboard to measure how well schools are preparing their students for college, a

career and life. A committee was formed to develop the dashboard, made up of educators, business leaders, public officials and nonprofit and community leaders.

The dashboard is broken up into three sections:

1. The academic measurements for college skills can be used to predict student success in a two- or four-year college program.

The measurements include GPA, ACT scores, percentage of students who completed college credits in high school and percentage of students

who were accepted into a two- or four-year college or university.

2. The career skills section measures the percentage of students who had access to

and took advantage of opportunities that connect classroom learning with a student's interests and career aspirations, transform the high school experience and provide context for learning.

Opportunities include career exposure activities, work/career-based learning experiences (internships, co-ops, mentorships, job

shadows, etc.), earning industry certifications prior to graduation, joining the armed forces and more.

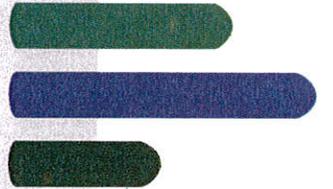
3. The life skills metrics evaluate a student's growth mindset, perseverance to achieve goals, self-reliance and connection to a community.

These skills can translate to success in many facets of life. The measurables include attendance rate, completing financial literacy courses, participating in school-sponsored activities and completing community service.

Each school district's dashboard for the previous full academic year will be published on the Center for Growth's website at the beginning of each calendar year.

The Center for Growth and Waukesha County schools are focused on making sure our high school graduates are prepared for all the opportunities that exist for them after high school, whether that involves going straight to a higher education institution or joining the workforce right away. •

# BY THE NUMBERS



	ACTUAL	GOAL
New companies/expansions:	22	24
Total capital expenditures:	\$66,744,000	\$42,000,000
Total jobs created:	460	500
Total jobs retained:	32	
WEDC tax credits received:	\$8,090,000	\$9,000,000
Companies worked with:	554	
Site searches conducted:	110	
Companies given strategic workforce assistance:	16	
Companies involved in job fairs:	272	
Job seekers worked with:	954	
Employees hired from Joseph Project:	64	
Companies supported career-based learning:	52	
Students exposed to career pathways:	2,503	
Grants received by organizations and school districts with Center for Growth support:	\$398,213	

# THANK YOU TO OUR PARTNERS!



## MUNICIPAL PARTNERS

City of Brookfield  
 City of Oconomowoc  
 City of Waukesha  
 Village of Big Bend  
 Village of Butler

Village of Dousman  
 Village of Eagle  
 Village of Hartland  
 Village of Lannon

Village of Menomonee Falls  
 Village of Mukwonago  
 Village of Pewaukee  
 Village of Sussex

## 2019 BOARD OF DIRECTORS

Nate Zastrow, President/Treasurer	Cheryl Aschenbrener	Gus Hernandez	Ty Stawiski
First Bank Financial Centre	Sikich	Johnson Financial Group	Milwaukee Tool
Dale Shaver, Vice President	Greg Bauer	Patti Kneiser	Jennifer B. Zierer
Waukesha County	BMO Harris Bank	Froedtert & The Medical College of Wisconsin	We Energies
Suzanne Kelley, Secretary	Tom Finco	Jay Mack	<i>Ex-Officio Board Members</i>
Waukesha County Business Alliance	American Transmission Company	Town Bank	Kevin Lahner
Jim Walden, Legal Counsel	Tom Fotsch	Mike Payne	City of Waukesha
Walden & Schuster, S.C.	EmbedTrek LLC	R&R Insurance Services, Inc.	Mike Shiels
		Waukesha County Center for Growth, Inc.	Waukesha County Technical College

2717 N. Grandview Blvd., Suite 300, Waukesha, WI 53188 | p: 262.542.4249 | f: 262.542.8068 | waukeshagrowth.org

**VILLAGE OF HARTLAND**

**ORDINANCE NO. \_\_\_\_\_**

**AN ORDINANCE TO AMEND ARTICLE II OF CHAPTER 86  
OF THE VILLAGE OF HARTLAND MUNICIPAL CODE  
PERTAINING TO VILLAGE AND WELLS**

WHEREAS, Chapters NR 810 and SPS 382, Wisconsin Administrative Code, require protection for the public water system from contamination due to backflow of contaminants through the water service connection; and

WHEREAS, the Wisconsin Department of Natural Resources requires the development and implementation of a comprehensive cross connection control program to effectively prevent the contamination of potable water systems; and

WHEREAS, The Village of Hartland Board of Trustees has determined that it is appropriate to periodically review and update ordinances and regulations, has done so with the existing Cross Connection regulations and has determined to update them.

NOW THEREFORE, THE VILLAGE BOARD OF THE VILLAGE OF HARTLAND DOES ORDAIN AS FOLLOWS:

**Section 1:** Section 86-28 of the Village of Hartland Municipal Code of Ordinances pertaining to Cross Connections is hereby repealed in its entirety and replaced with the following.

Section 86-28. Cross connections

- (a) *Definition Of Cross Connection.* A cross connection is defined as any physical connection or arrangement between two otherwise separate systems, one of which contains potable water from the Village of Hartland’s public water system, and the other of which contains water from a private source, water of unknown or questionable safety, or steam, gases, or chemicals, whereby there may be a flow from one system to the other, with the direction of flow depending on the pressure differential between the two systems.
- (b) *Unprotected Cross Connections Prohibited.* No person, firm, or corporation may establish or maintain, or permit to be established or maintained, any

unprotected cross connection. Cross connections shall be protected as required in Ch. SPS 382, Wisconsin Administrative Code.

- (c) *Inspection.* The Village may inspect, or arrange for an inspection of, property served by the public water system for cross connections. The Village may, at its sole option, require a person, firm, or corporation who owns, leases, or occupies property to have the building's plumbing inspected, at the person's, firm's or corporation's own expense by a State of Wisconsin Certified Cross Connection Inspector/Surveyor. The frequency of inspections shall be established by the Village in accordance with Wisconsin Administrative Code. Any unprotected cross connections identified by the inspection shall be promptly corrected. Failure to promptly correct an unprotected cross connection shall be sufficient cause for the Village to discontinue water service to the property, as provided under paragraph (f) of this section.
- (d) *Right Of Entry.* Upon presentation of credentials, a representative of the Village shall have the right to request entry, at any reasonable time, to a property served by a connection to the public water system for the purpose of inspecting the property for cross connections. Refusing entry to such utility representative shall be sufficient cause for the Village to discontinue water service to the property, as provided under paragraph (f) of this section. If entry is refused, a special inspection warrant under Section 66.0119 of the Wisconsin Statutes, may be obtained.
- (e) *Provision Of Requested Information.* The Village may request an owner, lessee, or occupant of property served by a connection to the public water system to furnish the Village with pertinent information regarding the piping systems on the property. Refusing to provide requested information shall be sufficient cause for the Village to discontinue water service to the property as provided under paragraph (f) of this section.
- (f) *Discontinuation Of Water For Violation.* The Village may discontinue water service to any property wherein any unprotected connection in violation of this section exists, and take other precautionary measures deemed necessary to eliminate any danger of contamination of the public water system. Water service may be discontinued, however, only after reasonable notice and opportunity for hearing under Chapter 68, Wisconsin Statutes, except as provided in paragraph (g) of this section. Water service to such property shall not be restored until the unprotected cross connection has been eliminated.

(g) *Emergency Discontinuance.* If it is determined by the Village that an unprotected cross connection or emergency endangers public health, safety, or welfare, and requires immediate action, and if a written finding to that effect is filed with the Village Clerk and delivered to the customer's premises, water service may be immediately discontinued. The customer shall have an opportunity for hearing under Chapter 68, Wisconsin Statutes, within 10 days of such emergency discontinuance. Water service to such property shall not be restored until the unprotected cross connection has been eliminated

**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 \_\_\_\_\_, 2019.

VILLAGE OF HARTLAND

By: \_\_\_\_\_  
Jeffrey Pfannerstill, Village President

ATTEST:

\_\_\_\_\_  
Darlene Igl, MMC, WCPC, Village Clerk



**DEPARTMENT OF BUILDING INSPECTION  
APPLICATION FOR ARCHITECTURAL BOARD**

Job Address <b>120 Crystal</b>			
Lot	Block	Subdivision Lake Country Meadows	Key No. HAV
Owner Village of Hartland		EMAIL davef@villageofhartland.com	Phone 262-367-4750
Address near 120 Crystal Dr.		City Hartland	State WI Zip 53029
Contractor To Be Determined	Phone Not Determined	FAX Not Determined	EMAIL Not Determined
Address Not Determined		City Not Determined	State Not Determined Zip Not Determined

The Architectural Board meets on the THIRD MONDAY of the Month at 7:00 p.m. in the Board Room of the Hartland Municipal Building located at 210 Cottonwood Avenue in the Village of Hartland.

The DEADLINE for filing is FIFTEEN WORKING DAYS PRIOR TO THE MEETING DATE at 4:30 p.m. All of the following information must be received prior to the deadline in order to be placed on the agenda.

**All applications for consideration by the Architectural Board are subject to the policies described in this document.**

**Commercial/Industrial/Multifamily:**

- Four (4) bound sets of plans and application material and one (1) electronic copy of all submittals.
- Elevations must show all sides of the structure and state the building materials and colors. Additions must be shown with the existing building.

**Signs:**

- Four (4) color renderings of the requested sign(s) and one (1) electronic copy of all submittals. Include colors and material type. Renderings are to be dimensioned and must show placement on building and height.
- Details (color picture) of all existing wall signs on the same building elevation. A photograph of the building with sign location shown is recommended.
- Four (4) site plans with dimensions. Not required for wall signs or other signs attached to the building.
- Four (4) sets of lighting details. Include type, location, number and photometric plan.
- Submit Sign Permit Application

**NOTE:** Approval by the Architectural Board is not permission to begin construction; a building permit must first be obtained.

Date Applied: 12-27-18 Date of Meeting: 1-21-19 Item No. \_\_\_\_\_

**Hartland Architectural Board  
Application Review Policies**

**All applicants and applications are subject to the following policies in order to be considered by the Architectural Board.**

1. The deadline for filing any application is a minimum of fifteen (15) working days before the meeting.
2. All applicants for building renovations are encouraged to communicate with or meet with the Building and Zoning Official and the Village Administrator prior to submission of an application.
3. Applications for signs within the boundaries of the Hartland Downtown Business Improvement District (BID) must be reviewed by the BID prior to the meeting with the Architectural Board.
4. All requested or required information, including the application and appropriate fees, must be received prior to the deadline in order to be placed on the agenda. Village Staff has been directed to delay placement on the Architectural Board Agenda based on incomplete submittals.
5. Applications shall include professional-level drawings of all elevations impacted by the proposed project showing the proposed conditions including location and depiction of requested signage.
6. Applications for signage on existing buildings should include a scale depiction of the sign on a current photograph of the existing building.
7. Four (4) sets of application materials and one (1) electronic copy (PDF) of all application materials must be submitted by the deadline.
8. Applications that include site plans must depict the following existing and proposed information plus other information as appropriate or as requested:
  - a. Complete dimensions (lot, building, setbacks, parking, drives, etc.)
  - b. Scale and north arrow
  - c. All structures (include building elevations and height)
  - d. Drainage and grades (include design calculations for drainage)
  - e. Storm Water Management Plan
  - f. Utilities and easements (sewer, water, storm etc.)
  - g. Calculation of lot coverage
  - h. Parking stalls (stalls to be minimum 180 s.f., driving lanes minimum 24 ft. wide and 30 ft. maximum at street right-of-way, asphalt to be minimum 3 ft. from lot lines)
  - i. Grading and erosion control
  - j. Landscaping, including a Tree Protection Plan
  - k. Exterior lighting details
  - l. Exterior HVAC equipment location
  - m. Dumpster location (screening required)
  - n. Street right-of-way
  - o. Miscellaneous items including, but not limited to, 100 year floodplain, wetland boundary, environmental corridor
9. Additional information may be requested by the Architectural Board or Staff.
10. The Applicant must complete and submit the required Professional Services Reimbursement Form along with any required deposit at the time of application.
11. The Applicant or a representative of Applicant able to make representations on behalf of the Applicant shall attend the meeting at which the matter will be discussed. Failure to have representation will result in tabling of the request to the next meeting.

BRUCE A NEUMANN  
N48W29240 CTH "JK"  
TAX KEY: MRTT0428999001

ANTHONY RADTKE  
120 CRYSTAL DRIVE  
TAX KEY: HAV 0428046



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SCALE IN FEET

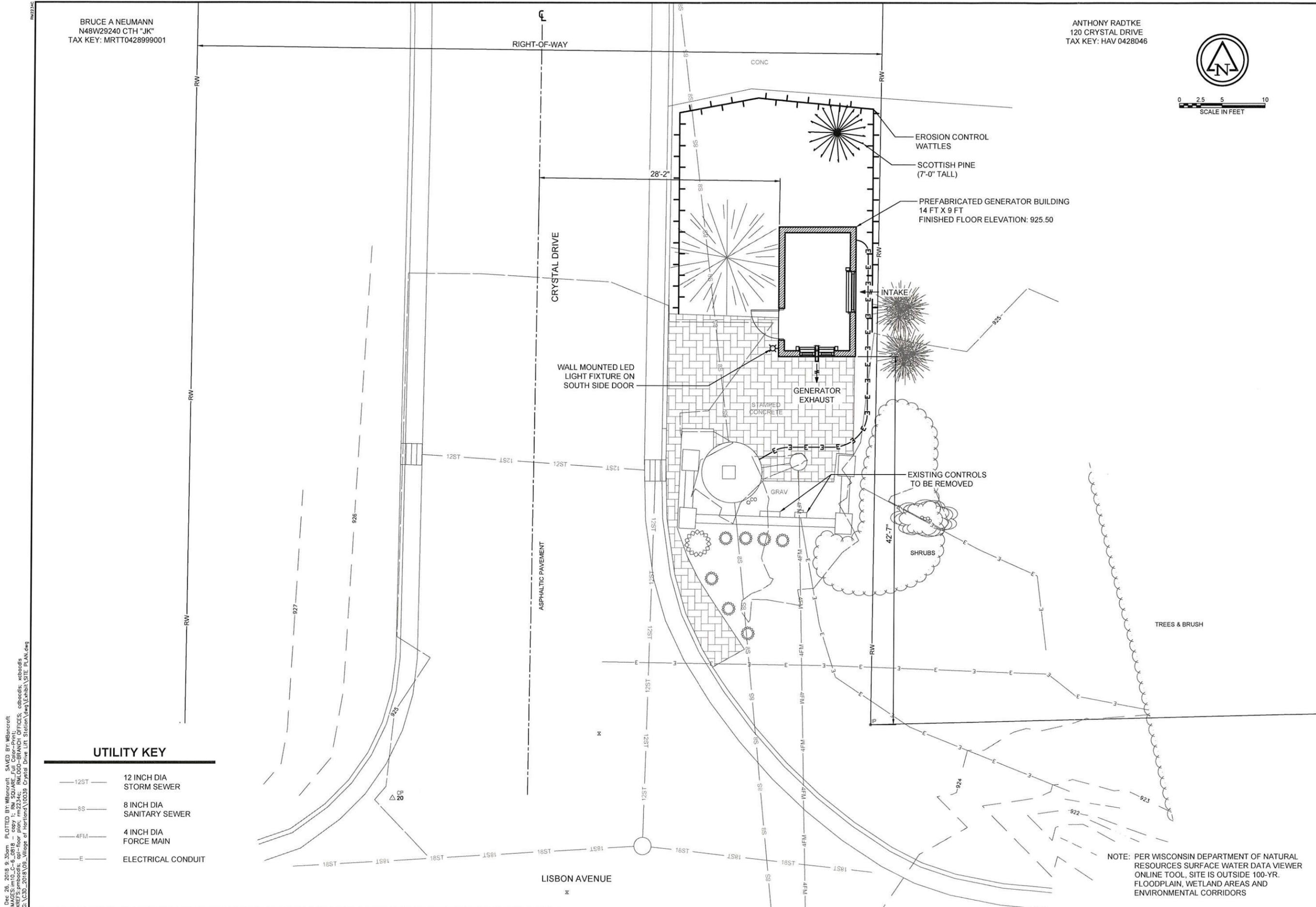
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7	6	5	4	3	2	1
TOWN: 8N						
RANGE: 18E						
SECTION(S): 35 SE						

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CRYSTAL DRIVE BUILDING ADDITION  
 SITE PLAN  
 VILLAGE OF HARTLAND  
 WAUKESHA COUNTY, WISCONSIN

© COPYRIGHT 2018  
 RUEKERT & MIELKE, INC.  
 DESIGNED BY:  
 DRAFTED BY:  
 CHECKED BY:  
 DATE: DECEMBER 2018  
 FILE NO.  
 09-10039.200

SHEET NO.



**UTILITY KEY**

- 12ST— 12 INCH DIA STORM SEWER
- 8S— 8 INCH DIA SANITARY SEWER
- 4FM— 4 INCH DIA FORCE MAIN
- E— ELECTRICAL CONDUIT

NOTE: PER WISCONSIN DEPARTMENT OF NATURAL RESOURCES SURFACE WATER DATA VIEWER ONLINE TOOL, SITE IS OUTSIDE 100-YR. FLOODPLAIN, WETLAND AREAS AND ENVIRONMENTAL CORRIDORS

Dec 26, 2018 9:35am PLOTTED BY: MBancroft. SAVED BY: MBancroft  
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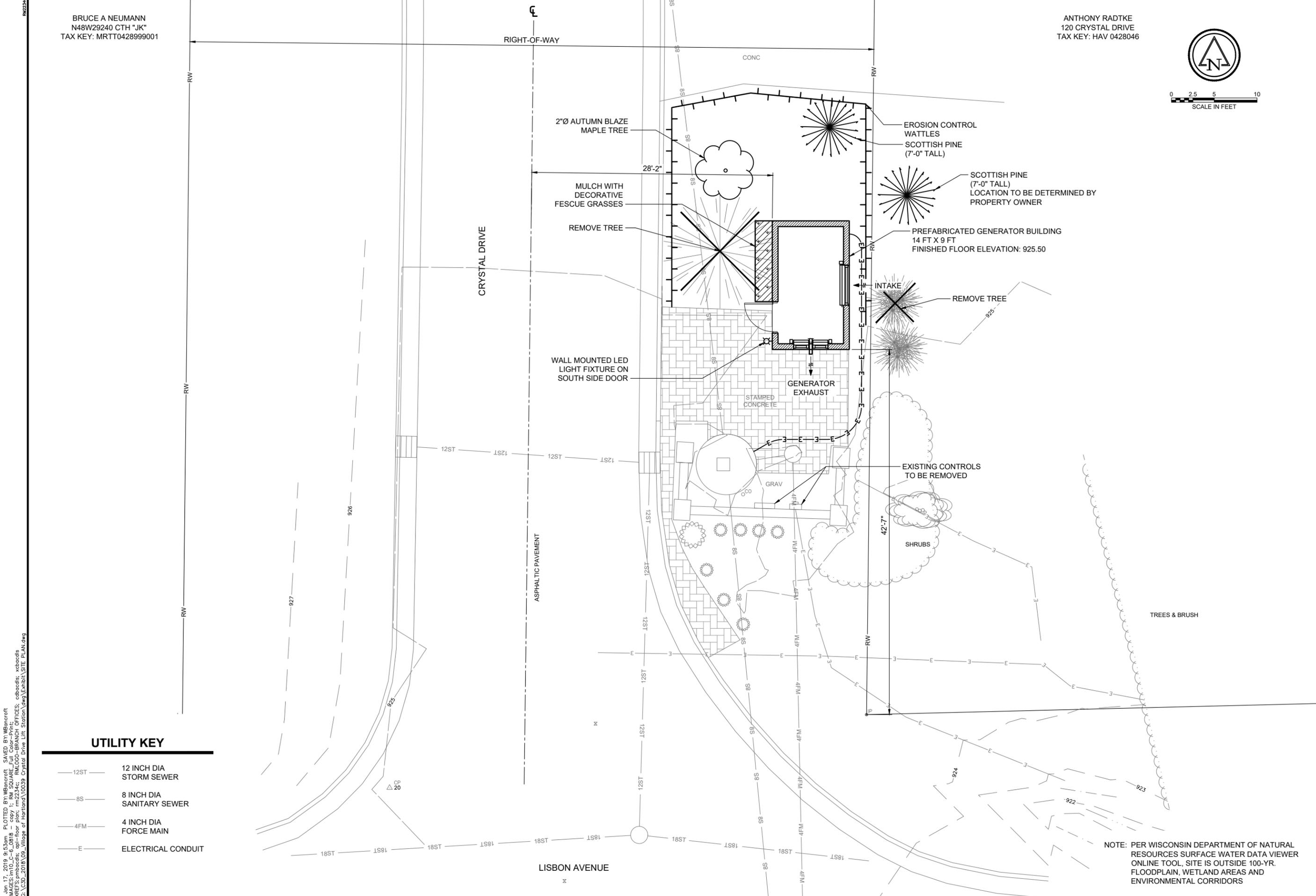
[www.ruekertmielke.com](http://www.ruekertmielke.com)





BRUCE A NEUMANN  
N48W29240 CTH "JK"  
TAX KEY: MRTT0428999001

ANTHONY RADTKE  
120 CRYSTAL DRIVE  
TAX KEY: HAV 0428046



**UTILITY KEY**

- 12ST — 12 INCH DIA STORM SEWER
- 8S — 8 INCH DIA SANITARY SEWER
- 4FM — 4 INCH DIA FORCE MAIN
- E — ELECTRICAL CONDUIT

Jan 17, 2019 9:53am PLOTTED BY: MBancroft SAVED BY: MBancroft  
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 G:\300-2018\09\_Village of Hartland\10039\_Crystal Drive Lift Station\wg\Lechelt\SITE PLAN.dwg

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[www.ruekertmielke.com](http://www.ruekertmielke.com)

**CRYSTAL DRIVE BUILDING ADDITION**  
**SITE PLAN**  
 VILLAGE OF HARTLAND  
 WAUKESHA COUNTY, WISCONSIN

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DESIGNED BY:
DRAFTED BY:
CHECKED BY:
DATE: DECEMBER 2018
FILE NO. <b>09-10039.200</b>

SHEET NO.

NOTE: PER WISCONSIN DEPARTMENT OF NATURAL RESOURCES SURFACE WATER DATA VIEWER ONLINE TOOL, SITE IS OUTSIDE 100-YR. FLOODPLAIN, WETLAND AREAS AND ENVIRONMENTAL CORRIDORS

[www.ruekertmielke.com](http://www.ruekertmielke.com)

ANDREW KONOPKA AND BRANDICE  
KONOPKA  
1161 EAGLE PASS  
HARTLAND WI 53029

ANTHONY RADTKE AND HEATHER  
RADTKE  
120 CRYSTAL DR  
HARTLAND WI 53029

BRETT L AND PAULA E NORDWIG 2017  
LIVING TRUST  
1250 E CAPITOL DR  
HARTLAND WI 53029-2218

BRUCE A AND TARI A NEUMANN  
REVOCABLE  
N48W29240 COUNTY RD JK  
HARTLAND WI 53029-2264

CHRIS FOLVAG AND JOAN FOLVAG  
106 BLUE RIDGE CT  
HARTLAND WI 53029

CYNTHIA A GIESEN AND THOMAS C  
GIESEN  
103 BLUE RIDGE CT  
HARTLAND WI 53029-1830

DANIEL J DRISCOLL AND SUSAN L JASKE  
221 CRYSTAL DR  
HARTLAND WI 53029

DAVID & P MANSMITH TRUST  
105 BLUE RIDGE CT  
HARTLAND WI 53029

DAVID VANTHIEL AND KATHLEEN  
VANTHIEL  
1221 EAGLE PASS  
HARTLAND WI 53029

DOUGLAS S KARGE AND LEAH D KARGE  
160 CRYSTAL DR  
HARTLAND WI 53029

GDMF TRANSITION TRUST  
134 TERRACE LN  
HARTLAND WI 53029

GRAUEL LIVING TRUST  
103 TERRACE LN  
HARTLAND WI 53029

JAMES T SCHWIND  
1209 LISBON AVE  
HARTLAND WI 53029

JAY D SCHNEIDER AND SARAH L  
SCHNEIDER  
1307 SHELLY LN  
HARTLAND WI 53029

JEAN A DONOVAN  
1124 LISBON AVE  
HARTLAND WI 53029

JEFFREY A ZEMAN AND VICKIE L OTTO  
225 BADGER DR  
HARTLAND WI 53029

JEFFREY J BIERMAN  
1222 LISBON AVE  
HARTLAND WI 53029-2234

JEFFREY RADAKOVICH AND KATHLEEN  
RADAKOVICH  
1261 SHELLY LN  
HARTLAND WI 53029-9161

JOHN LESCH AND CANDACE LESCH  
220 BADGER DR  
HARTLAND WI 53029

JOHN T & JANET KNODL JOINT  
REVOCABLE TRUST  
112 TERRACE LN  
HARTLAND WI 53029

KAREN PETZOLD  
1275 SHELLY LN  
HARTLAND WI 53029-1823

KATHRYN B DEFRAIN  
135 TERRACE LN  
HARTLAND WI 53029

KAZUKO SCHERER REVOCABLE TRUST  
240 CRYSTAL DR  
HARTLAND WI 53029

KENNETH HARPER II  
1131 EAGLE PASS  
HARTLAND WI 53029-1838

KEVIN GORALSKI AND LAURA GORALSKI  
1245 EAGLE PASS  
HARTLAND WI 53029

LAKE COUNTRY MEADOWS  
HOMEOWNERS ASSOCIATION  
1260 SHELLY LN  
HARTLAND WI 53029

LORETTA M GRAMBOW  
117 TERRACE LN  
HARTLAND WI 53029

LUKE W ALLENSON AND MICHELLE L  
ALLENSON  
104 BLUE RIDGE CT  
HARTLAND WI 53029

MARC A CHAPEL AND JENNIFER R  
CHAPEL  
108 BLUE RIDGE CT  
HARTLAND WI 53029-1830

MARGIT PROPERTIES LLC  
580 INDUSTRIAL DR  
HARTLAND WI 53029

MARK J HOLZBAUER AND KATHLEEN M  
SHEAHAN  
250 BADGER DR  
HARTLAND WI 53029

MARY ELLEN WIDMANN  
118 TERRACE LN  
HARTLAND WI 53029

MAUREEN L LAWLER  
125 TERRACE LN  
HARTLAND WI 53029

MICHAEL BERENDES AND MARY  
BERENDES  
1304 SHELLY LN  
HARTLAND WI 53029

MICHAEL DEJEWSKI AND KAREN  
DEJEWSKI  
1301 SHELLY LN  
HARTLAND WI 53029

MICHAEL J O'SHEA  
107 BLUE RIDGE CT  
HARTLAND WI 53029-1830

MURIEL JOHNSON LIVING TRUST  
126 TERRACE LN  
HARTLAND WI 53029

NICKOLAS C CADY AND AMANDA M  
CADY  
101 BLUE RIDGE CT  
HARTLAND WI 53029

PATRICIA A OSTERLING AND DOROTHY  
ALLEN  
1135 LISBON AVE  
HARTLAND WI 53029

PETER FLETCHER AND SARAH FLETCHER  
102 BLUE RIDGE CT  
HARTLAND WI 53029

PRESTON M KLINK AND JESSICA A  
KLINK  
150 TERRACE LN  
HARTLAND WI 53029

ROLAND NIEMETSCHKE AND D  
NIEMETSCHKE  
N47W29111 COUNTY ROAD JK  
HARTLAND WI 53029-2352

STAVRO E KAFKAS  
1311 SHELLY LN  
HARTLAND WI 53029

STEVEN BELL AND JILL BELL  
251 CRYSTAL DR  
HARTLAND WI 53029

THOMAS R PERSKE AND STACY PERSKE  
200 CRYSTAL DR  
HARTLAND WI 53029

TIMOTHY M STEFFEN AND NICOLE A  
STEFFEN  
231 CRYSTAL DR  
HARTLAND WI 53029

TJWK REAL ESTATE LLC  
W336N6437 LAKEVIEW LN  
OCONOMOWOC WI 53066-1926

WALTER ZAWADZKI AND JACKIE  
ZAWADZKI  
1229 LISBON AVE  
HARTLAND WI 53029

WILLIAM ANDERSON AND S ANDERSON  
N47W29095 COUNTY ROAD JK  
HARTLAND WI 53029-2353

WILLIAM B HUSSEL  
1301 LISBON AVE  
HARTLAND WI 53029-2298

VILLAGE OF HARTLAND  
PETITION FOR LAND DIVISION:

pd 12/28/18  
\$100

**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:	Fee Paid:
Date Filed:	Receipt No.:

1. Name: JAY & JANE E. BRODY & RICHARD SESSNER  
 Address of Owner/Agent: N 30 W 29298 ORCHARD AVE  
PEWAUKEE, WI. 53072  
 Phone Number of Owner/Agent: 262-367-2976
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.  
RESIDENTIAL

Signature of Petitioner \_\_\_\_\_

N 30 W 29298 ORCHARD AVE  
Address

262-367-2976  
Phone



**CERTIFIED SURVEY MAP NO. \_\_\_\_\_**  
**Sheet 1 of 5**  
 All that part of the SW 1/4 of the SE 1/4 and  
 part of the NW 1/4 of the NE 1/4 of Section 11, T7N, R18E  
 TOWN OF DELAFIELD, WAUKESHA COUNTY, WISCONSIN  
 Includes Lots 34 thru 40, Plat of Pewaukee Highlands

**OWNERS:**

JAY & JANE E BRODY  
 N30 W29298 ORCHARD AVE.  
 PEWAUKEE, WI 53072  
 (262) 367-2976  
 RICHARD W. SESSNER  
 N30 W29340 ORCHARD AVE.  
 PEWAUKEE, WI 53072  
 (414) 272-1230

**SURVEYOR:**

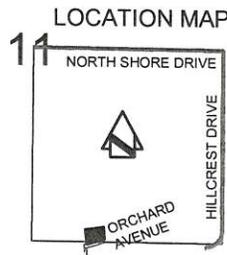
JOHN W. JAHNKE S-917  
 JAHNKE & JAHNKE ASSOC., INC.  
 711 W. MORELAND BLVD.  
 WAUKESHA, WI 53188  
 (262) 542-5797

REFERENCE BEARING: THE  
 SOUTH LINE OF THE  
 SOUTHEAST 1/4 OF SECTION  
 11, T7N, R18E WAS USED AS  
 THE REFERENCE BEARING  
 AND HAS A BEARING OF  
 S. 89° 43' 17" E.

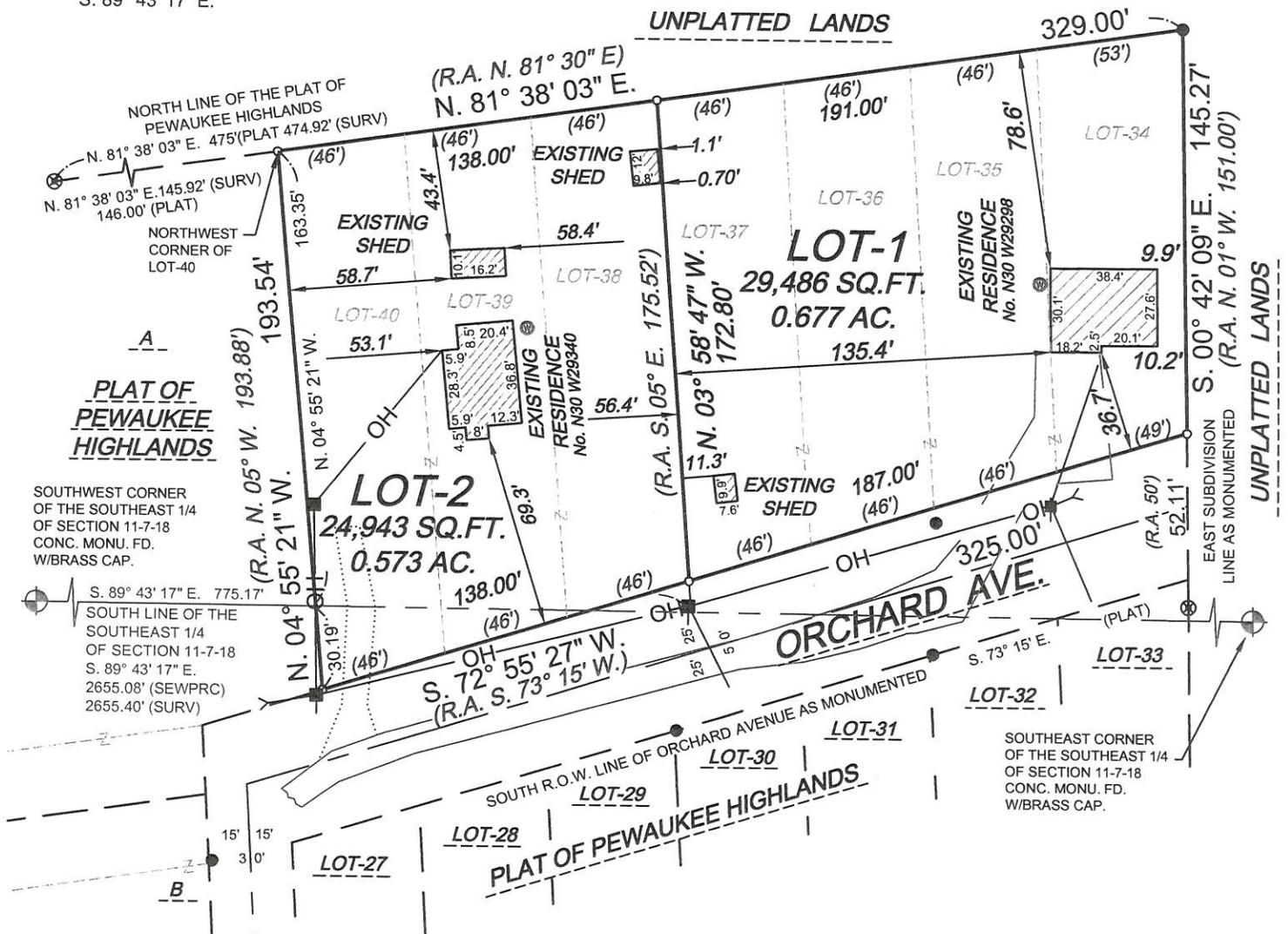
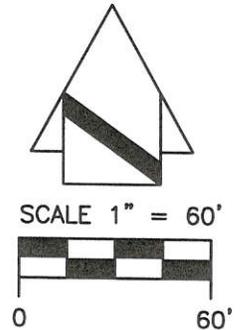
**LEGEND**

- ⊕ CONCRETE MONU. FD W/BRASS CAP
- 1" DIA. IRON PIPE SET 18" LONG  
1.13 LBS. PER LIN. FT.
- 1" DIA. IRON PIPE FOUND
- ⊗ IRON ROD FOUND
- ⊙ EXISTING WELL
- POWER POLE
- (R.A.) RECORDED AS

ZONING: R-3  
 FRONT SETBACK 50'  
 REAR SETBACK 20'  
 SIDE SETBACK 20'  
 MIN. 20,000 SQ.FT.  
 MIN. WIDTH 120'



SE 1/4 SEC. 11-7-18  
 SCALE: 1"=2000'



*John W. Jahnke*  
 JOHN W. JAHNKE -WIS. REG. NO. S-917  
 Dated this 26<sup>TH</sup> Day of DECEMBER, 2018



**CERTIFIED SURVEY MAP NO.** \_\_\_\_\_ Sheet 2 of 5  
All that part of the SW ¼ of the SE ¼ of Section 11 and part of the NW ¼ of the NE ¼  
of Section 14, T7N, R18E  
TOWN OF DELAFIELD, WAUKESHA COUNTY, WISCONSIN  
Includes Lots 34 thru 40, Plat of Pewaukee Highlands

SURVEYOR'S CERTIFICATE:

I, John W. Jahnke, professional land surveyor, being duly sworn on oath, hereby depose and say that I have surveyed, divided and mapped the following land bounded and described as follows:

All of Lots 33 thru 40 of the recorded Plat of Pewaukee Highlands, a recorded subdivision in the Register of Deeds Office for Waukesha County, being part of the Southwest Quarter (SW ¼) of the Southeast Quarter (SE ¼) of Section 11 and part of the Northwest Quarter (NW ¼) of the Northeast Quarter (NE ¼) of Section 14, Town 7 North, Range 18 East, Town of Delafield, Waukesha County, Wisconsin. Containing 54,379 square feet (1.250 acre) of land.

I further certify that I have made such survey, land division and map by the direction of the owners of said land; that such map is a correct representation of the exterior boundaries of the land surveyed and map thereof made; and that I have fully complied with the provisions of Chapter 236 of the Wisconsin State Statutes pertaining to Certified Survey Maps (Section 236.34) and the regulations of the Town of Delafield, Village of Hartland and Waukesha County in surveying, dividing and mapping the same.

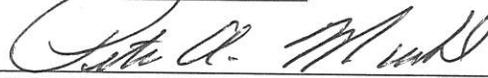
  
\_\_\_\_\_  
JOHN W. JAHNKE – Wis. Reg. No. S-917



STATE OF WISCONSIN)ss  
WAUKESHA COUNTY )

The above certificate subscribed and sworn to me this 26<sup>th</sup> day of Dec., 2018.

My commission expires July 5, 2019

  
\_\_\_\_\_  
PETER A. MUEHL – NOTARY PUBLIC



OWNERS: JAY & JANE BRODY  
RICHARD W. SESSNER

CERTIFIED SURVEY MAP NO. \_\_\_\_\_

Sheet 3 of 5

All that part of the SW ¼ of the SE ¼ of Section 11 and part of the NW ¼ of the NE ¼  
of Section 14, T7N, R18E

TOWN OF DELAFIELD, WAUKESHA COUNTY, WISCONSIN  
Includes Lots 34 thru 40, Plat of Pewaukee Highlands

OWNER'S CERTIFICATE: OWNER OF LOTS 34, 35, 36 AND 37 (LOT 1 IN CSM)

As owners, we hereby certify that we caused the land described on this map to be surveyed, divided, and mapped as represented on this map. We also certify that this Certified Survey Map is required to be submitted to the following for approval: Town of Delafield, Village of Hartland and Waukesha County

\_\_\_\_\_  
JAY BRODY - OWNER

\_\_\_\_\_  
JANE E. BRODY – OWNER (WIFE)

STATE OF WISCONSIN )ss  
COUNTY OF WAUKESHA)

Personally came before me this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, the above named JAY BRODY and JANE E. BRODY, to me known to be the persons who executed the foregoing instrument and acknowledged the same.

My commission expires \_\_\_\_\_

\_\_\_\_\_  
NOTARY PUBLIC –



John W. Jahnke  
JOHN W. JAHNKE, Wis. Reg. No. S-917  
Dated this 26<sup>TH</sup> day of DECEMBER, 2018

OWNERS: JAY & JANE BRODY  
RICHARD W. SESSNER

**CERTIFIED SURVEY MAP NO.** \_\_\_\_\_

Sheet 4 of 5

All that part of the SW ¼ of the SE ¼ of Section 11 and part of the NW ¼ of the NE ¼  
of Section 14, T7N, R18E

TOWN OF DELAFIELD, WAUKESHA COUNTY, WISCONSIN

Includes Lots 34 thru 40, Plat of Pewaukee Highlands

**OWNER'S CERTIFICATE: OWNER OF LOTS 38, 39 AND 40 (LOT 2 OF CSM)**

As owner, I hereby certify that I caused the land described on this map to be surveyed, divided, and mapped as represented on this map. I also certify that this Certified Survey Map is required to be submitted to the following for approval: Town of Delafield, Village of Hartland and Waukesha County

\_\_\_\_\_  
RICHARD W. SESSNER – OWNER

STATE OF WISCONSIN )ss  
COUNTY OF WAUKESHA)

Personally came before me this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, the above named RICHARD W. SESSNER, to me known to be the person who executed the foregoing instrument and acknowledged the same.

My commission expires \_\_\_\_\_

\_\_\_\_\_  
NOTARY PUBLIC –



John W. Jahnke  
JOHN W. JAHNKE, Wis. Reg. No. S-917  
Dated this 26<sup>th</sup> day of DECEMBER, 2018

OWNERS: JAY & JANE BRODY  
RICHARD W. SESSNER

CERTIFIED SURVEY MAP NO. \_\_\_\_\_

Sheet 5 of 5

All that part of the SW ¼ of the SE ¼ of Section 11 and part of the NW ¼ of the NE ¼  
of Section 14, T7N, R18E  
TOWN OF DELAFIELD, WAUKESHA COUNTY, WISCONSIN  
Includes Lots 34 thru 40, Plat of Pewaukee Highlands

TOWN PLAN COMMISSION APPROVAL:

Approved by the Plan Commission, Town of Delafield, this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_.

\_\_\_\_\_  
KEVIN FITZGERALD – CHAIRMAN

\_\_\_\_\_  
MARY T. ELSNER – CLERK

TOWN BOARD APPROVAL:

Approved by the Town Board, Town of Delafield, this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_.

\_\_\_\_\_  
LAWRENCE G. KRAUSE – CHAIRMAN

\_\_\_\_\_  
MARY T. ELSNER - CLERK

VILLAGE PLAN COMMISSION EXTRATERRITORIAL APPROVAL:

Approved by the Plan Commission, Village of Hartland, this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_.

\_\_\_\_\_  
JEFFREY PFANNERSTILL – VILLAGE PRESIDENT

\_\_\_\_\_  
DARLENE IGL - CLERK

VILLAGE BOARD EXTRATERRITORIAL APPROVAL:

Approved by the Common Council, Village of Hartland, this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_.

\_\_\_\_\_  
JEFFREY PFANNERSTILL – VILLAGE PRESIDENT

\_\_\_\_\_  
DARLENE IGL – CLERK

WAUKESHA COUNTY DEPARTMENT OF PARKS AND LAND USE

Resolved that the above Certified Survey Map, which has been filed for approval as required by chapter 236,  
Wisconsin Statutes, is hereby approved this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_.

\_\_\_\_\_  
Dale R. Shaver - Director



\_\_\_\_\_  
JOHN W. JAHNKE – Wis. Reg. No. S-917  
Dated this 26<sup>TH</sup> day of DECEMBER, 2018

OWNERS: JAY & JANE BRODY  
RICHARD W. SESSNER



LAND INFORMATION SYSTEMS DIVISION

# Waukesha County GIS Map

## Legend

- Parcels
- Plats
- Retired Parcels
- Retired Plats



0 800.00 Feet

## Notes:

The information and depictions herein are for informational purposes and Waukesha County specifically disclaims accuracy in this reproduction and specifically admonishes and advises that if specific and precise accuracy is required, the same should be determined by procurement of certified maps, surveys, plats, Flood Insurance Studies, or other official means. Waukesha County will not be responsible for any damages which result from third party use of the information and depictions herein, or for use which ignores this warning.



Printed: 1/16/2019

CECELIA H SMITH AND KENNETH E  
HANSON  
232 ROYAL RIDGE DR  
OCONOMOWOC WI 53066-5838

DANIEL P & TRUDY J MALONE  
REVOCABLE LIVING TRUST  
N30W29293 HILLCREST DR  
PEWAUKEE WI 53072

DOUGLAS BRADEN AND VICKI BRADEN  
W293N3080 POPLAR DR  
PEWAUKEE WI 53072-3257

HORNING REVOCABLE TRUST  
N30W29329 HILLCREST DR  
PEWAUKEE WI 53072

JANE E BRODY AND JAY BRODY  
ORCHARD AVE  
PEWAUKEE WI 53072

JEFFREY S NIEDZIELA AND AMY G  
NIEDZIELA  
N30W29273 HILLCREST DR  
PEWAUKEE WI 53072

JUNE HAMMANN  
N30W29299 HILLCREST DR  
PEWAUKEE WI 53072

JUNE HAMMANN  
N30W29299 HILLCREST DR  
PEWAUKEE WI 53072

LOT OWNERS OF ENCLAVE OF  
DELAFIELD  
Not Available  
Not Available WI 00000

RICHARD W SESSNER  
N30W29340 ORCHARD AVE  
PEWAUKEE WI 53072

RUSSELL WANKOWSKI AND LORA L  
WANKOWSKI  
W293N3112 POPLAR DR  
PEWAUKEE WI 53072-3245

THOMAS KRANICK  
1517 W PIERCE ST  
MILWAUKEE WI 53204

W H SCHMELING  
9524 W STANHOPE RD  
KENSINGTON MD 20895

W H SCHMELING  
9524 W STANHOPE RD  
KENSINGTON MD 20895

WM H SCHMELING  
9524 W STANHOPE RD  
KENSINGTON MD 20895

WOODRIDGE ESTATES HOMEOWNERS  
ASSOCIATION INC  
N27W24025 PAUL CT STE 100  
PEWAUKEE WI 53072-6239

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

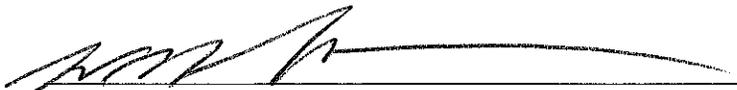
Reapplication for Approval of Any Preliminary  
Plat Requiring Review \$50.00 (Minimum)  
Reapplication for Previously Reviewed Plat \$10.00

**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:	Fee Paid:
Date Filed:	Receipt No.:

1. Name: Krieter Farms  
Address of Owner/Agent: PO Box 180621 Delafield  
WI 53018  
Phone Number of Owner/Agent: 414-559-2132
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.  
Was farmland Eight lot subdivision

  
Signature of Petitioner

632 E Washington St Oconomowoc WI 53066  
Address

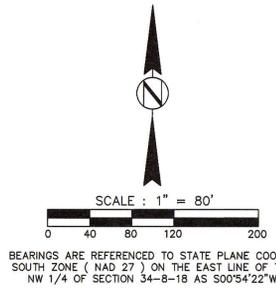
414-559-2132



# KIEFER FARMS

BEING A REDIVISION OF ALL OF LOT 1 OF C.S.M. NO. 11732, LOCATED IN THE SE 1/4 OF THE NW 1/4 OF SECTION 34, T.8N., R.18E., TOWN OF MERTON, WAUKESHA COUNTY, WISCONSIN

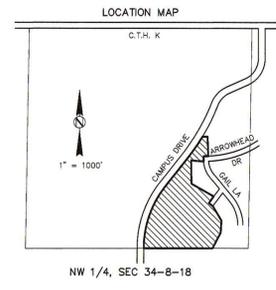
CURVE NO.	LOT NO.	RADIUS LENGTH	CENTRAL ANGLE (DMS)	ARC DISTANCE	CHORD DISTANCE	CHORD BEARING (DMS)	TAN. BEARING 1 (DMS)	TAN. BEARING 2 (DMS)
1	O.L. 1	1170.00'	37-34-08	767.17'	753.50'	N19-31-01E	N00-43-57E	N38-18-05E
2	O.L. 1	2319.98'	07-04-28	286.45'	286.27'	N34-45-51E	N38-18-05E	N31-13-37E
3	O.L. 1	1140.89'	02-38-43	52.67'	52.67'	S89-40-44.5W	S88-21-23W	N88-59-54W
4	O.L. 1	1200.89'	07-10-00	150.21'	150.11'	N85-24-54W	N88-59-54W	N81-49-54W
5-N	8	67.00'	52-37-10	61.53'	59.39'	S63-32-55W	S37-14-20W	S89-51-30W
5-C/L	-	100.00'	52-37-10	91.84'	88.65'	S63-32-55W	S37-14-20W	S89-51-30W
5-S	-	133.00'	52-37-10	122.14'	117.90'	S63-32-55W	S37-14-20W	S89-51-30W
5-S	1	133.00'	40-33-34	94.15'	92.20'	S57-31-07W	S37-14-20W	S77-47-54W
5-S	2	133.00'	12-03-36	27.99'	27.94'	S83-49-42W	S77-47-54W	S89-51-30W
6	3	50.00'	48-23-40	42.23'	40.99'	S65-39-40W	S89-51-30W	S41-27-50W
7	-	75.00'	276-47-20	362.32'	99.60'	N00-08-30W	S41-27-50W	S41-44-50E
7	3	75.00'	8-36-00	11.26'	11.25'	S45-45-50W	S41-27-50W	S50-03-50W
7	4	75.00'	65-31-48	85.78'	81.18'	S82-49-44W	S50-03-50W	N64-24-22W
7	5	75.00'	53-50-42	70.48'	67.92'	N37-29-01W	N64-24-22W	N10-33-40W
7	6	75.00'	60-49-08	79.61'	75.93'	N19-50-53E	N10-33-40W	N50-15-26E
7	O.L. 1	75.00'	27-28-04	35.96'	35.61'	N63-59-28E	N50-15-26E	N77-43-30E
7	7	75.00'	60-31-40	79.23'	75.60'	S72-00-40E	N77-43-30E	S41-44-50E
8	7	50.00'	48-23-40	42.23'	40.99'	S65-39-40E	S41-44-50E	N89-51-30E



DISTANCES ARE COMPUTED TO THE NEAREST 0.01' AND MEASURED TO THE NEAREST 0.01'  
 ANGLES ARE COMPUTED TO THE NEAREST 00'00'00.5\"/>

**LEGEND**

- ⊙ - 2.25" O.D. IRON PIPE FOUND
- - 2.25" O.D. IRON PIPE SET, 18" LONG, WT. = 3.93 LBS./LN. FT.
- - 3/4" O.D. x 18" IRON REBAR SET AT ALL OTHER LOT CORNERS, WT. = 1.50 LBS./LN. FT.
- - CONCRETE MONUMENT W/ BRASS CAP FOUND
- - 1.25" O.D. IRON PIPE FOUND
- - 1.5" O.D. IRON PIPE FOUND
- - 3/4" O.D. IRON REBAR FOUND



**GENERAL NOTES:**

- 1) EACH INDIVIDUAL LOT OWNER SHALL HAVE AN UNDIVIDABLE FRACTIONAL OWNERSHIP IN OUTLOT 1 AND WAUKESHA COUNTY OR THE TOWN OF MERTON SHALL NOT BE LIABLE FOR ANY FEES OR SPECIAL CHARGES IN THE EVENT THEY BECOME THE OWNER OF ANY LOT OR OUTLOT IN THE SUBDIVISION BY REASON OF TAX DELINQUENCY
- 2) OUTLOT 1 IS COVERED, IN ITS ENTIRETY, BY A STORM DRAINAGE EASEMENT.
- 3) THERE SHALL BE NO FURTHER DIVISION OF LOTS OR OUTLOTS WITHIN THE SUBDIVISION.
- 4) ALL REFERENCED ELEVATIONS ARE ON THE NGVD 1929 DATUM.
- 5) THERE SHALL BE NO DIRECT VEHICULAR ACCESS TO CAMPUS DRIVE FROM OUTLOT 1.
- 6) THE CENTER ISLAND IN THE CUL-DE-SAC IS PART OF THE PUBLIC ROAD RIGHT-OF-WAY, BUT WILL BE MAINTAINED BY THE KIEFER FARMS HOMEOWNERS ASSOCIATION.
- 7) ALL BASEMENT FLOORS MUST BE A MINIMUM OF 1 FOOT ABOVE THE SEASONAL HIGH GROUNDWATER MARK
- 8) OUTLOT 1 IS SUBJECT TO TWO CONSERVATION EASEMENTS IN FAVOR OF TALL PINES CONSERVANCY, INC. THE SOUTHERN PORTION OF OUTLOT 1, AS SHOWN, IS SUBJECT TO THE TALL PINES CONSERVANCY PRESERVATION EASEMENT RECORDED IN DOCUMENT NO. 3354575. THE REMAINDER OF OUTLOT 1 IS SUBJECT TO THE TALL PINES CONSERVANCY PRESERVATION EASEMENT RECORDED IN DOCUMENT NO. 3444496, AS AMENDED BY DOCUMENT NO. 3849359. (SEE RECORDED DOCUMENTS FOR RESTRICTIONS)

There are no objections to this plat with respect to Secs. 236.15, 236.16, 236.20 and 236.21(1) and (2), Wis Stats. as provided by s. 236.12, Wis. Stats.

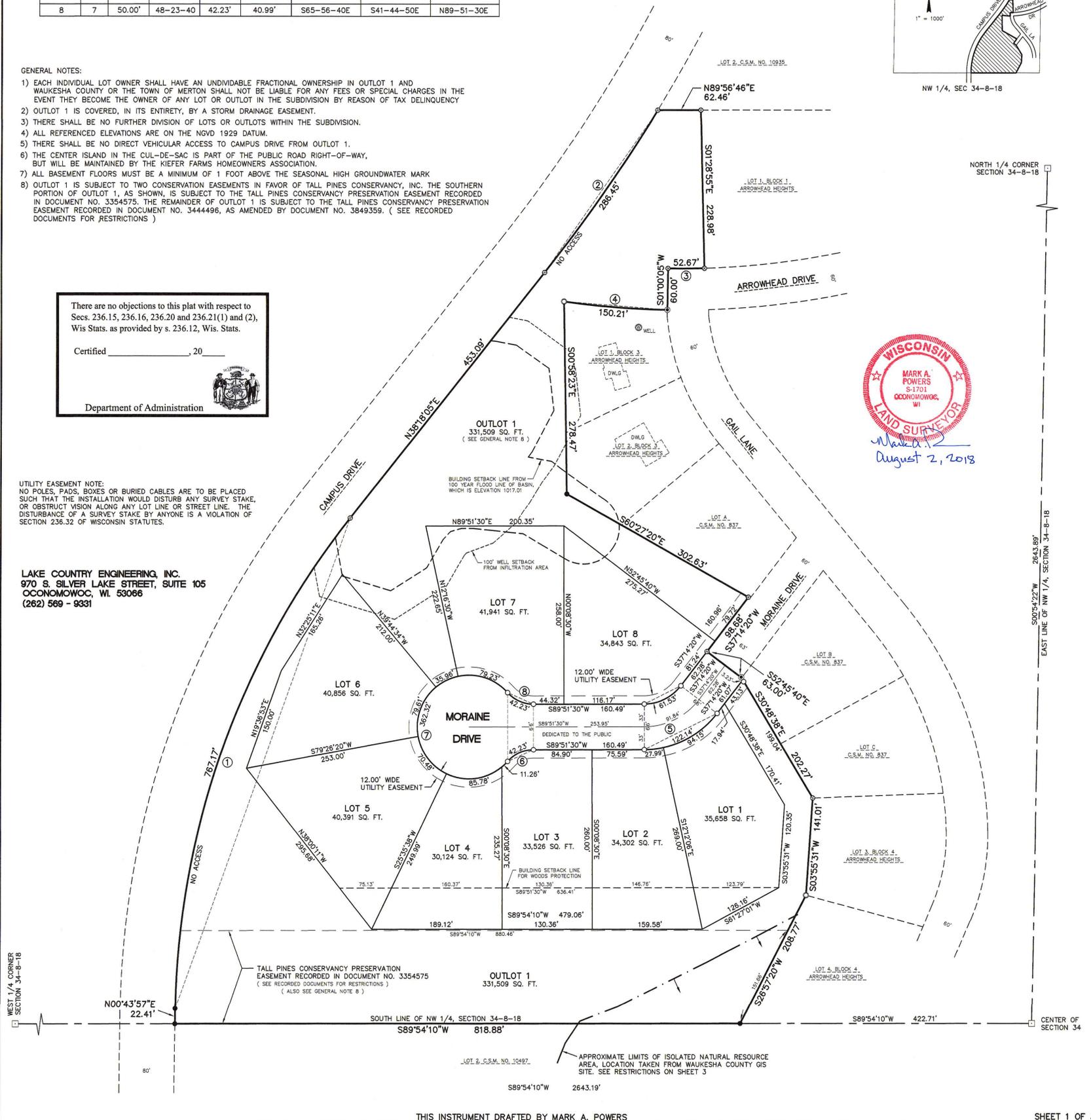
Certified \_\_\_\_\_, 20\_\_\_\_

Department of Administration

**UTILITY EASEMENT NOTE:**  
 NO POLES, PADS, BOXES OR BURIED CABLES ARE TO BE PLACED SUCH THAT THE INSTALLATION WOULD DISTURB ANY SURVEY STAKE, OR OBSTRUCT VISION ALONG ANY LOT LINE OR STREET LINE. THE DISTURBANCE OF A SURVEY STAKE BY ANYONE IS A VIOLATION OF SECTION 236.32 OF WISCONSIN STATUTES.

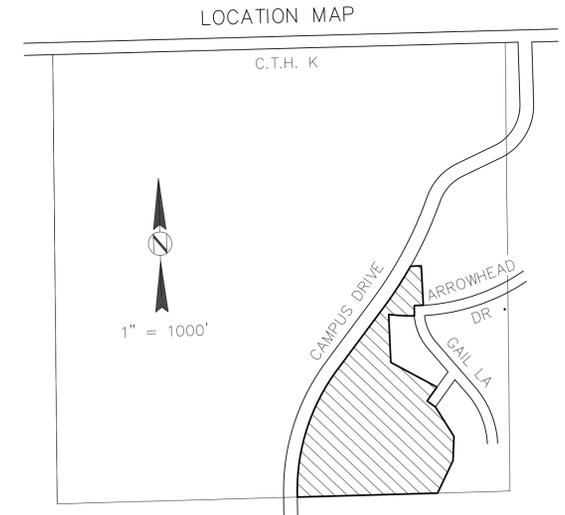
**LAKE COUNTRY ENGINEERING, INC.**  
 970 S. SILVER LAKE STREET, SUITE 105  
 OCONOMOWOC, WI. 53066  
 (262) 569 - 9331

**WISCONSIN**  
 MARK A. POWERS  
 S-1701  
 OCONOMOWOC, WI  
 LAND SURVEYOR  
 August 2, 2018



# KIEFER FARMS SUBDIVISION

## GRADING & EROSION CONTROL PLANS, TOWN OF MERTON WAUKESHA COUNTY, WISCONSIN



NW 1/4, SEC 34-8-18  
LOCATION SKETCH

**GENERAL UTILITY NOTES**

- 1.) ALL UNDERGROUND STRUCTURES AND UTILITIES HAVE BEEN SHOWN TO A REASONABLE DEGREE OF ACCURACY. IT SHALL BE THE CONTRACTOR'S RESPONSIBILITY TO VERIFY THEIR EXACT LOCATION.
- 2.) EXISTING CONDITIONS, INCLUDING UTILITY SIZES AND ELEVATIONS SHALL BE FIELD VERIFIED BY THE CONTRACTOR AND DISCREPANCIES REPORTED TO THE ENGINEER PRIOR TO STARTING OF WORK.
- 3.) MAINTAIN CONTINUOUS UTILITY SERVICE AT ALL TIMES.
- 4.) CONTRACTOR SHALL NOTIFY ENGINEER OF ANY DISCREPANCIES IN EXISTING UTILITY ALIGNMENTS SO THAT ADJUSTMENTS IN DEPTH AND/OR ALIGNMENT MAY BE MADE.
- 5.) PIPE LENGTHS AND INVERTS ARE TO CENTER OF STRUCTURE.

IN ACCORDANCE WITH WISCONSIN STATUTE 182.0175, DAMAGE TO TRANSMISSION FACILITIES, EXCAVATOR SHALL BE SOLELY RESPONSIBLE TO PROVIDE ADVANCE NOTICE TO THE DESIGNATED "ONE CALL SYSTEM" NOT LESS THAN THREE WORKING DAYS PRIOR TO COMMENCEMENT OF ANY EXCAVATION REQUIRED TO PERFORM WORK CONTAINED ON THIS DRAWING, AND FURTHER, EXCAVATOR SHALL COMPLY WITH ALL OTHER REQUIREMENTS OF THIS STATUTE RELATIVE TO EXCAVATOR'S WORK.



Toll Free (800) 242-8511  
Milwaukee Area (414) 259-1181  
Hearing Impaired TDD (800) 542-2289  
www.DiggersHotline.com

**CONSTRUCTION SEQUENCE**

- 1) INSTALL ALL EROSION CONTROL MEASURES.
- 2) CLEAR AND GRUB SITE.
- 3) STRIP TOPSOIL & STOCKPILE TOPSOIL (SEED WITH WINTER WHEAT IF LEFT INACTIVE FOR MORE THAN 7 DAYS, ADD TACKIFIED MULCH AFTER OCTOBER 15TH).
- 4) INSTALL STORM WATER BMP PLACING FILL WHERE NEEDED, (BASIN TO BE USED AS SEDIMENT TRAP ALL DISTURBED AREAS TO BE DIRECTED TO BASIN / SEDIMENT TRAP DURING CONSTRUCTION. ONCE BASINS ARE CONSTRUCTED SEED SIDE SLOPES OF BASINS (SEE BASIN NOTES FOR MORE DETAIL ON HOW TO CONSTRUCT BASIN)
- 5) ROUGH GRADE REMAINDER OF SITE.
- 6) FINALIZE GRADING OF SITE INCLUDING CULVERTS WHERE NEEDED, & INCLUDING CUTTING ROAD AND OTHER DITCHING..
- 7) INSTALL DITCH CHECKS
- 8) PROOF ROLL ROADWAYS, STONE ROADS, FINE GRADE ROADS, AND PLACE BUNDR COURSE OF ASPHALT
- 9) INSTALL GAS AND ELECTRIC
- 10) RESTORE SITE WITHIN 7 DAYS OF COMPLETING FINAL GRADING.
- 11) ONCE SITE IS VEGETATED AND TOWN HAS APPROVED SITE, REMOVE ALL REMAINING EROSION CONTROL MEASURES.

CONSTRUCT AND MAINTAIN ALL EROSION AND SEDIMENT CONTROL MEASURES IN ACCORDANCE WITH THE WISCONSIN DNR'S STORM WATER CONSTRUCTION AND POST-CONSTRUCTION TECHNICAL STANDARDS.

ALL EROSION AND SEDIMENT CONTROL PRACTICES WILL BE MONITORED DAILY FOR STABILITY AND OPERATION AND REPORTED AT LEAST ONCE PER WEEK AND FOLLOWING EVERY 0.5" RAINFALL.

DUST CONTROL TO FOLLOW WDNR T.S. 1068

ALL RESTORATION TO BE IN ACCORDANCE WITH WDNR'S CONSERVATION PRACTICE STD 1059. CUT AND FILL SLOPES WILL BE 3:1 OR FLATTER OUTSIDE ROAD RIGHT OF WAY & 4:1 OR FLATTER WITHIN ROAD RIGHT OF WAY.

RESTORATION AREAS TO BE TOP SOILED (4" MIN), (IF GRADED), SEEDED, FERTILIZED, AND MULCHED UNLESS OTHERWISE NOTED. ON SLOPES 4:1 OR STEEPER CLASS I TYPE B (WSDOT PAL) EROSION MAT REQUIRED. (SEE GRADING PLAN FOR OTHER EMATTING REQUIREMENTS)

IF THE SITE OR PORTIONS OF THE SITE ARE TO REMAIN INACTIVE FOR GREATER THAN 14 DAYS TEMPORARY STABILIZATION MEASURES SUCH AS SOIL TREATMENT, TEMPORARY SEEDING OR MULCHING SHALL BE TAKEN WITHIN 7 DAYS FROM THE SITE BEING LEFT INACTIVE.

SEED TYPE TO BE TURF TYPE. RATE TO BE APPLIED PER MANUFACTURERS RECOMMENDATIONS, UNLESS NOTED ON PLANS.

CONTRACTOR TO FOLLOW STANDARD PROCEDURES FOR SPILL PREVENTION AND RESPONSE

ALL UTILITIES TO BE INSTALLED PER THE STANDARD SPECIFICATIONS FOR SEWER AND WATER IN WISCONSIN LATEST ADDITION AND ADDENDUM'S.

GRADING AND PAVING PER STATE OF WISCONSIN STANDARD SPECIFICATIONS FOR HIGHWAY AND STRUCTURE CONSTRUCTION LATEST EDITION

PROOF-ROLLING SHALL BE COMPLETED PRIOR TO PLACING BASE COURSE AND PRIOR TO PAVING

**INDEX TO SHEETS**

- 1) TITLE PAGE
- 2) GRADING & EROSION CONTROL PLAN
- 3) ROAD PLAN
- 4) BMP DETAIL PAGE

FOR LATE SEASON STABILIZATION SEE NOTES ON SHEET 3

**OWNER/SUBDIVIDER**

KIEFER FARM, LLC.  
P.O. BOX 180621  
DELAFIELD, WI. 53018  
CONTACT PERSON – WILLIAM LOEPFE  
WILL@MERAKIHOMES.COM  
414-559-2132

**CIVIL DESIGN BY**

ROB DAVY P.E.  
LAKE COUNTRY ENGINEERING, INC.  
970 S. SILVER LAKE ST., SUITE 105  
OCONOMOWOC, WI. 53066  
ROBD@LCE.BIZ  
(262)569-9331

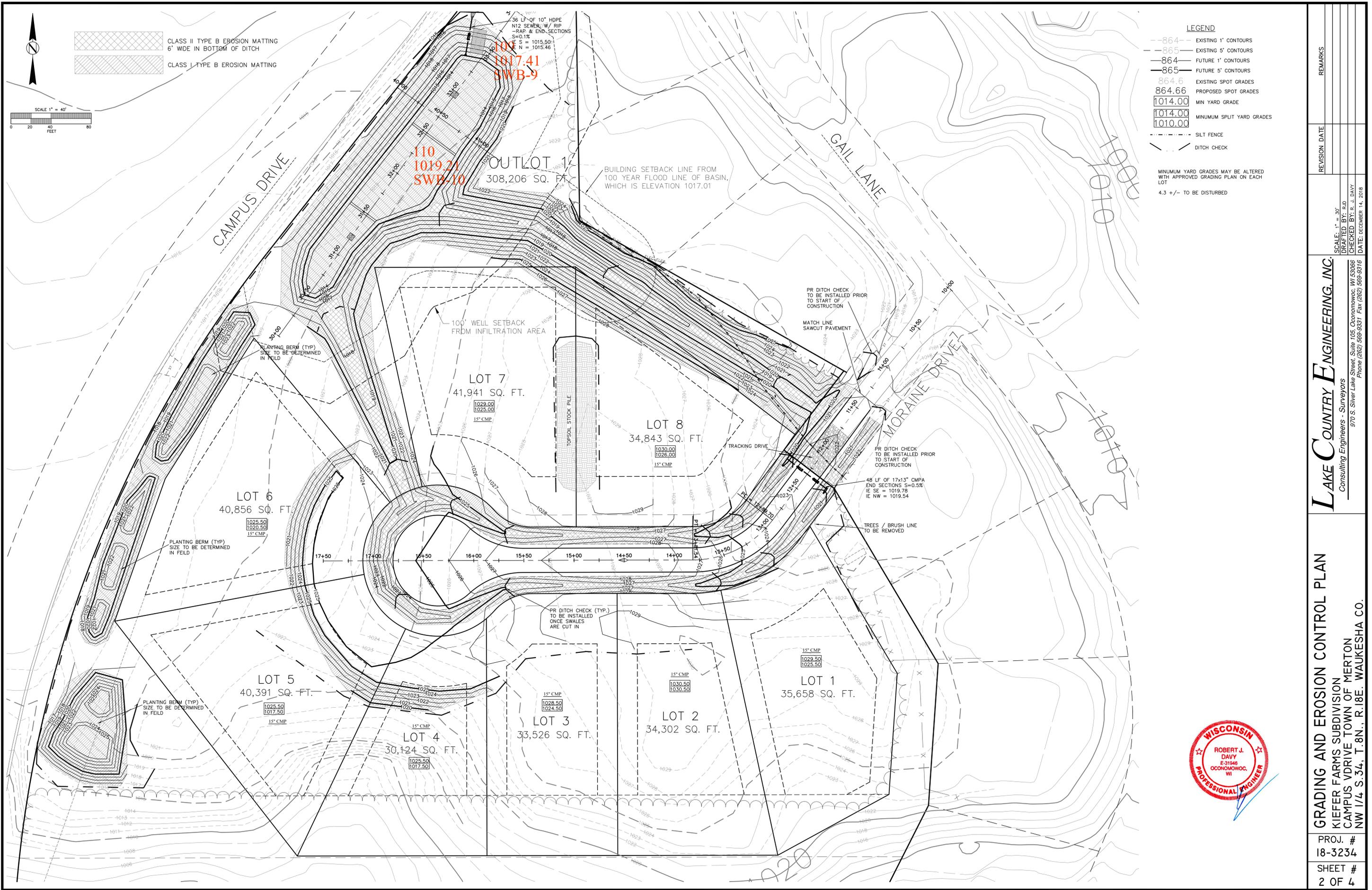
**SURVEYOR**

MARK POWERS P.L.S.  
LAKE COUNTRY ENGINEERING, INC.  
970 S. SILVER LAKE ST., SUITE 105  
OCONOMOWOC, WI. 53066  
ROBD@LCE.BIZ  
(262)569-9331



**LAKE COUNTRY ENGINEERING, INC.**  
Consulting Engineers - Surveyors

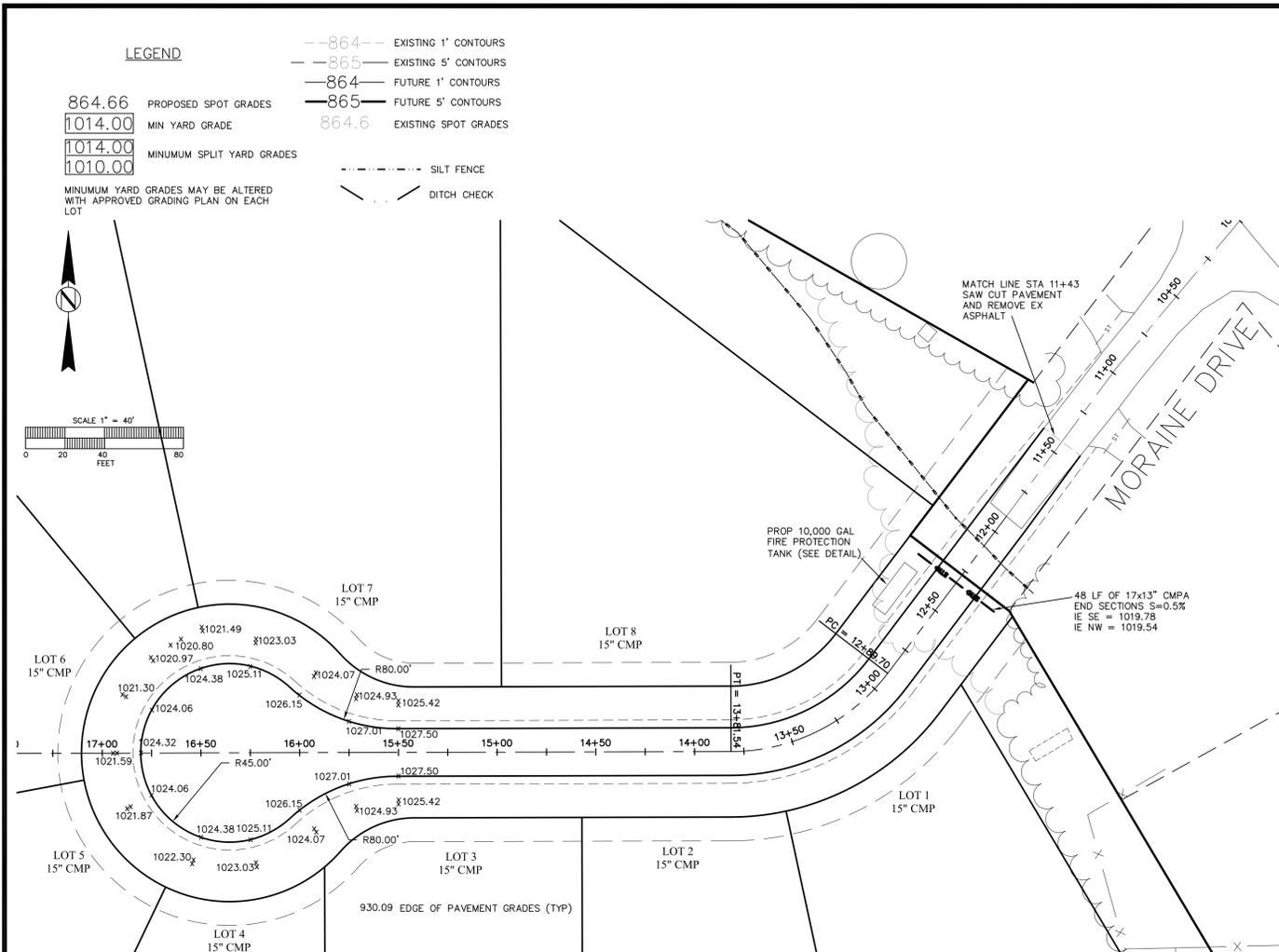
970 South Silver Lake Street, Suite 105, Oconomowoc, WI 53066  
Phone (262) 569-9331 Fax (262) 569-9316



- LEGEND**
- 864--- EXISTING 1' CONTOURS
  - 865--- EXISTING 5' CONTOURS
  - 864--- FUTURE 1' CONTOURS
  - 865--- FUTURE 5' CONTOURS
  - 864.66 EXISTING SPOT GRADES
  - 864.66 PROPOSED SPOT GRADES
  - 1014.00 MIN YARD GRADE
  - 1010.00 MINIMUM SPLIT YARD GRADES
  - - - - - SILT FENCE
  - DITCH CHECK

MINIMUM YARD GRADES MAY BE ALTERED WITH APPROVED GRADING PLAN ON EACH LOT  
4.3 +/- TO BE DISTURBED

REVISION DATE	REMARKS
SCALE: 1" = 30'	
DRAFTED BY: RJD	
CHECKED BY: R. J. DAVY	
DATE: DECEMBER 14, 2018	
<b>Lake Country Engineering, Inc.</b>	
Consulting Engineers - Surveyors	
970 S. Silver Lake Street, Suite 105, Oconomowoc, WI 53066 Phone (262) 569-9331 Fax (262) 569-9316	
<b>GRADING AND EROSION CONTROL PLAN</b>	
KIEFER FARMS SUBDIVISION CAMPUS DRIVE TOWN OF MERTON NW 1/4 S.34, T.8N., R.18E. WAUKESHA CO.	
PROJ. #	18-3234
SHEET #	2 OF 4



**I. Planning:**

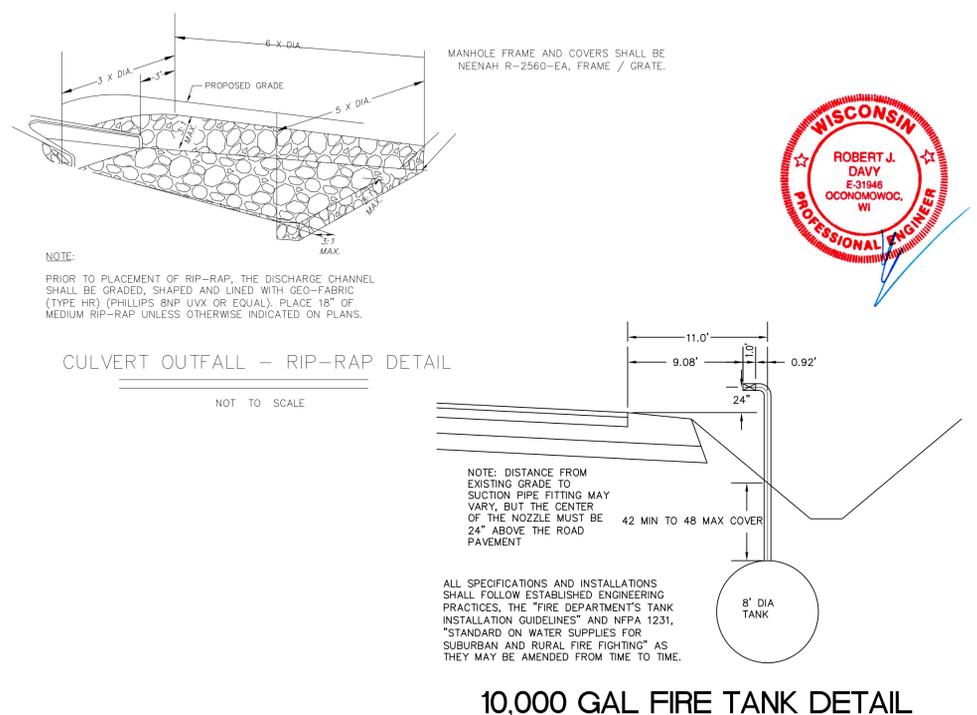
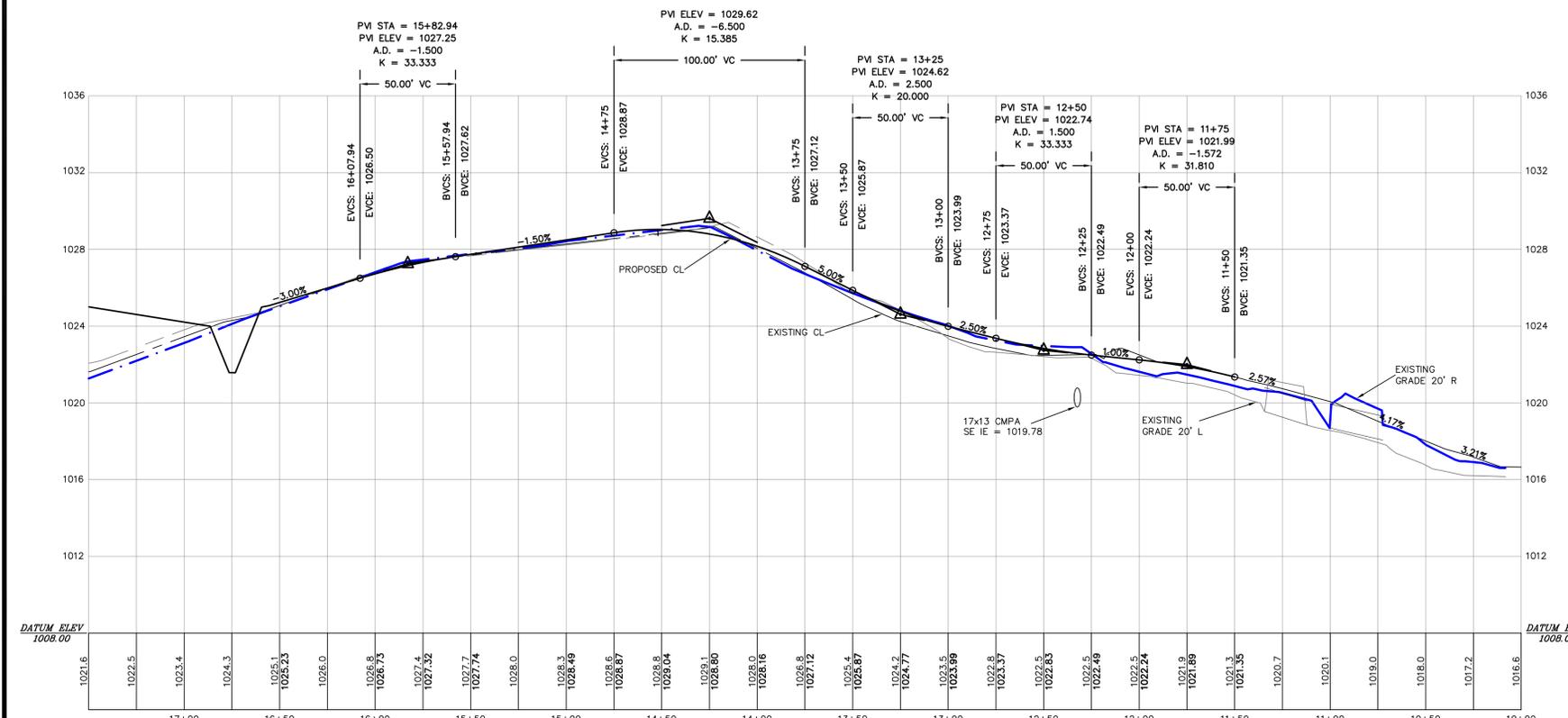
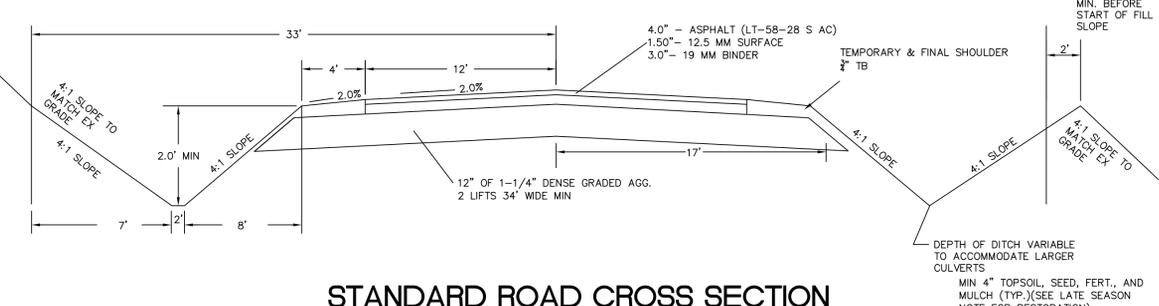
- Late Season Stabilization Plan required:** Permit holder must document in their erosion control plan if any disturbed areas are proposed to remain active beyond September 15. If so, the plan must explain how they will stabilize the site before winter conditions set in, focusing on critical areas, timing of construction, and phases of erosion control BMP installation in accordance with the standards in this document. **PLAN TO BE SUBMITTED BY SEPTEMBER 20**
- New road paving/swale stabilization:** Stabilizing new roadside swales/ditches before winter conditions is critical to prevent erosion problems. To be successful, this requires good construction planning. Timing is everything. The permit holder needs to understand the growing season limitations in Wisconsin, and comply with the construction standards in the following section. To minimize the time soil is exposed to erosion, careful sequencing of grading and stabilization work is recommended. Since paving increases runoff volumes and channel flow velocities, it is highly recommended to install and stabilize new roadside swales before paving. If paving is done first, swale stabilization must follow immediately according to the approved stabilization plans. *Either way, roadside swales must be stabilized within 7 days after final grading, or the site is subject to enforcement action.*
- Critical Sites:** A "critical site" is a land disturbing activity that has a high risk of downstream negative impacts on water resources or property. If the LRD determines a site or a portion of a site fits this definition, all planned permanent vegetative channels and other critical site areas must be stabilized by September 15. If the proposed construction schedule does not allow for this, issuance of the Stormwater Permit will be delayed until the following spring.
- Utilities:** Permit holders are responsible for coordinating construction schedules with utility companies. However, if utilities don't show up on time, implementation of approved stabilization plans must continue, especially for planned vegetative channels or road ditches. *Note: For new roads, it is highly recommended that utilities be installed in easements along the inside of road frontages, well above channel stabilization BMPs and future maintenance activities. For details, contact Waukesha County Land Resources or click here.*

**II. Late Season Stabilization Standards:**

- Vegetated Channels (roadside swales and other stormwater conveyances):** All planned vegetated channels shall be treated with soil stabilization BMPs (i.e. erosion control matting, turf reinforcement mat, sod, riprap, soil stabilizers, etc.) by no later than November 15 in accordance with DNR technical standards and the criteria listed below.
  - Note: Ditch checks, sediment traps, silt fence and other sediment control BMPs are used only during grading work, and must be replaced with soil stabilization BMPs per the approved plans ASAP. None of the sediment control BMPs are acceptable for open channels over winter.*
- Timing Determines Requirements and BMPs:** Soil stabilization BMPs that must be implemented depend on the timing of the seeding (cool season grasses), and are organized in three risk categories, as listed below. The later the timing, the lower the success rates are for timely vegetative cover - and therefore the higher the risks of erosion and off-site sediment discharges.
  - Risk Level 1: Permanent Vegetation (before September 15):** To ensure successful fall seed germination, topsoil, seed and fertilize all disturbed areas by September 15 in accordance with the following:
    - Seeding:** Prepare seedbed and sow seeds per the rates and mixes of Wisconsin Department of Transportation (WisDOT) Roadway Standard Section 630.
    - Erosion Control:** Immediately apply mulch, erosion control matting, turf reinforcement mat, sod, riprap, soil stabilizers, or other soil stabilization BMPs as specified in the approved erosion control plans. Application of all BMPs shall follow DNR technical standards.
    - Maintenance:** Inspect all seeded areas weekly. Ensure adequate water is provided until full vegetative cover is obtained, and repair any erosion problems, wash outs, etc.
  - Risk Level 2: Temporary Vegetation (before October 15):** Due to the cooler soil temperatures and the likelihood of overnight frost conditions, perennial cool season plant growth is slow and survival is at risk from September 15 - October 15. To offer more protection from soil erosion during this period, topsoil, seed and fertilize all disturbed areas by October 15 in accordance with the following:
    - Seeding:** The above noted seeding mix must include a minimum of 2 lbs. per 1,000 sq. ft. of a temporary cover (i.e. winter wheat or annual rye grass for fall plantings) per WisDOT Roadway Standard Section 630.
    - Erosion Control:** Immediately apply mulch, erosion control matting, turf reinforcement mat, sod, riprap, soil stabilizers, or other soil stabilization BMPs as specified in the approved erosion control plan, following DNR technical standards. The following are minimum requirements for stabilizing sites during this period. Approved plans may be more restrictive due to site conditions:
      - Channel Flow (roadside swales, etc.) and Backslopes:** Stake erosion matting over the entire channel cross-section and all backslopes using a minimum WisDOT Erosion Control Product Acceptability (PAL) Class 3 matting.
      - Other disturbed areas:** Apply Type B Soil Stabilizer, mulch and tackifier from the WisDOT Product Acceptability List to all disturbed areas that remain exposed.
      - Infalls/Outfalls:** Install sod pads (2 rolls) at all culvert outfalls, and other high-erosion locations in accordance with County standards.
    - Maintenance:** Inspect all seeded areas weekly. Ensure adequate water is provided until full temporary cover is obtained, and repair any erosion problems, wash outs, etc.
  - Risk Level 3: Dormant Seeding (before November 15):** For areas not stabilized by October 15, erosion risks are high and additional erosion control measures and oversight are required, as described below. Temporary seeding must still be done, but fall germination and survival may be very limited. For perennial plants, dormant seeding should be done between October 20 and November 15. This means seed germination is planned for the following spring. To offer more protection from soil erosion during this period, topsoil, seed and fertilize all disturbed areas by November 15 in accordance with the following:
    - Seeding Rate:** Same seed mix as Risk Level 2 (including temporary cover crop) except the rates for perennial species must be applied at 1.5 x WisDOT section 630 rates (apply rates of 3-5 lbs./1,000 sq.ft.). Rates are increased to allow for poor germination rates associated with dormant seeding due to frozen conditions.
    - Erosion Control:** In addition to applying topsoil, the above noted seed mix and starter fertilizer, the following are minimum requirements for stabilizing sites during this period. Approved erosion control plans may be more restrictive:
      - Channel Flow (roadside swales, etc.) and Backslopes:** Apply Type B soil stabilizer and staked PAL Class 3 erosion matting over the entire channel and all backslopes.
      - Other areas:** Apply Type B Soil Stabilizer from the WisDOT Product Acceptability List to all other disturbed areas that remain exposed.
      - Infalls/Outfalls:** Install sod pads (2 rolls) at all culvert outfalls, and other high-erosion locations in accordance with County standards.
      - Maintenance:** Inspect all seeded areas weekly. Ensure adequate water is provided until full temporary cover is obtained, and repair any erosion problems, wash outs, etc.
      - Reports:** The Project Engineer shall be responsible for emailing a report to the LRD by 4:30 pm every Wednesday after October 15, which shall include the following information:
        - Detailed status of all land disturbing and soil stabilization activities as of the day of the report.
        - Results of erosion control site inspections since October 15 or the previous report, whichever is shorter.
        - Any erosion control failures encountered and actions taken to rectify.
        - Projections for completion of all stabilization activities, including a 10-day plan based on the latest weather predictions.

**Policy Definition Notes:**

- "Disturbed areas" means the soil is exposed to erosion. It does not include roads and parking areas that have been graded and covered with stone. Some disturbed area in the immediate vicinity (i.e. 30 feet) of buildings may continue to be under active construction activity over winter months if effective temporary sediment control BMPs have been installed. The LRD inspector will meet with the permit holder up front to establish a reasonable disturbed area boundary needed to complete building construction work beyond the normal stabilization deadlines, and plan for "permanently" or "temporarily stabilizing" other areas as much as possible. If building exterior work is concluded during the winter, inactive disturbed areas should be mulched until final stabilization can be completed.
- "Permanently stabilized" means a minimum of 70% perennial vegetative cover or other permanent surfacing material, such as riprap or pavement is in place. Vegetative cover must be uniform. It is not acceptable to leave large patches of the site unstabilized, on the concept that dense coverage in other areas makes up for the lapses. Percent coverage may be tested at any point with a 50-foot long transect rope, following the County Planting Verification procedure.
- "Temporarily stabilized" means:
  - 70% coverage with a temporary vegetation such as winter wheat, oats, or annual rye grass (see vegetative notes above).
  - 100% coverage of disturbed areas with mulch, erosion control matting, Type A or B soil stabilizer, or stone base (for pavement) or;
  - Temporary perimeter sediment controls are in place in addition to a combination of the above noted practices, as approved by the LRD.



**10,000 GAL FIRE TANK DETAIL**

**LAKE COUNTRY ENGINEERING, INC.**  
Consulting Engineers - Surveyors  
970 S. Silver Lake Street, Suite 105, Oconomowoc, WI 53066  
Phone (262) 569-9331 Fax (262) 569-9316

**ROBERT J. DAVY**  
E-31946  
OCONOMOWOC, WI  
PROFESSIONAL ENGINEER

**ROAD PLANS**  
KIEFER FARMS SUBDIVISION  
MORaine DRIVE, TOWN OF MERTON  
NW 1/4 S. 34, T. 8N., R. 18E.

PROJ. # 18-3234  
SHEET # 3 OF 4

REVISION	DATE	REMARKS

SCALE: 1" = 30'  
DRAWN BY: RJD  
CHECKED BY: R. J. DAVY  
DATE: DECEMBER 14, 2018



# LAKE COUNTRY ENGINEERING, INC.

Rob Davy, P.E. Mark Powers, R.L.S.

## Kiefer Farms Storm Water Management Report Town of Merton, Waukesha Co., WI

December 11, 2018

Project No. 16-2980

The development of this property is to convert 15.2 acres of farmland and woods, to an 8-lot residential subdivision. No development will be in the 4+ acres of woods so the woods was not studied

The objectives of this report are to show that by adding this 8 lot development with an infiltration BMP the town and county requirements storm water requirement are met:

- The post conditions flow rates are less than the existing condition flow rates.
- That 25% of a 2 year storm will be infiltrated
- That 80% of the Tss will be removed from the storm water on an average annual basis.

The parameters used to evaluate this area are

- The soils are hydrologic group D (Hochheim) and B (Casco)
- Cn of 78 for grass Hm, 83 for cropland Hm, 61 for grass Cr, 69 for cropland Cr, and 98 for impervious
- Rainfall events for the different 24-hr storm events are 1-yr 2.4, 2-yr 2.7", 10-yr 3.81", and 100-yr 6.18" of rain
- Storm distributions are MSE3
- Hydrology Calculated using Hydraflow TR-55 modeling
- Tss removal rate calculated using WinSLAMM 10.2.0
- Infiltration / evaporation rate of 3.6 in/hr for the storm water bmp, and 0.07in/hr for the grass swales and grass buffer strips

This property has 5 - watersheds sheet flowing off the property. The first is to the east into the existing road ditches. Most of the storm water from the new road will be directed into a swale and taken to an infiltration basin to the north, so the remainder of the drainage area will be grass yard.

The flows leaving this drainage area (existing area 1, & pr. Area E) are as follows

Storm event	1-year	2-year	10-year	100- year
existing	1.45 CFS.	1.84 CFS.	3.36 CFS.	6.87 CFS.
proposed	0.25 CFS	0.31 CFS	0.58 CFS	1.21 CFS

This portion of the site generates 34.41 lbs of Tss on an average annual basis and only releases 0.78 lbs of Tss on an average annual, 33.63 lbs of Tss are removed on an average annual or 97.7%

The second area is to the south east into an existing depression off of the property. The crop land will be converted into a small amount of impervious (house and deck) and grass,

The flows leaving this drainage area (existing area 2, & pr. Area A) are as follows

Storm event	1-year	2-year	10-year	100- year
existing	0.81 CFS.	1.01 CFS.	1.78 CFS.	3.52 CFS.
proposed	0.59 CFS	0.76 CFS	1.43 CFS	2.99 CFS

This portion of the site generates 81.98 lbs of Tss on an average annual basis and only releases 0.75 lbs of Tss on an average annual, 81.23 lbs of Tss are removed on an average annual or 99.0%

The third area is to the south west into an existing depression partially on/off of the property. The crop land will be converted into a small amount of impervious (house and deck) and grass.

The flows leaving this drainage area (existing area 3, & pr. Area B) are as follows

Storm event	1-year	2-year	10-year	100- year
existing	1.97 CFS.	2.48 CFS.	4.52 CFS.	9.18 CFS.
proposed	1.31 CFS	1.69 CFS	3.27 CFS	7.00 CFS

This portion of the site generates 190.8 lbs of Tss on an average annual basis and only releases 2.12 lbs of Tss on an average annual, 188.68 lbs of Tss are removed on an average annual or 98.9%

The fourth area is to the south west into road ditch. The crop land will be converted into grass.

The flows leaving this drainage area (existing area 5, & pr. Area C) are as follows

Storm event	1-year	2-year	10-year	100- year
existing	0.51 CFS.	0.63 CFS.	1.13 CFS.	2.25 CFS.
proposed	0.35 CFS	0.46 CFS	0.91 CFS	1.99 CFS

This portion of the site generates 51.74 lbs of Tss on an average annual basis and only releases 0.09 lbs of Tss on an average annual, 51.65 lbs of Tss are removed on an average annual or 99.8%

The fifth area is to the north and west into the campus drive ditch. This area is all crop land will be converted into residential lots, a road with ditches and open space. The storm water from area D2 will be routed into an infiltration basin before it discharges into campus drive. The ditches and swales will partially remove sediment from the storm water before it reached the infiltration bmp. The Storm water from area D1 will sheet flow across the grass in the rear yards and then into Campus Dr.

The combined flows leaving this drainage area (existing area 4, & pr. Area D1 &D2) are as follows

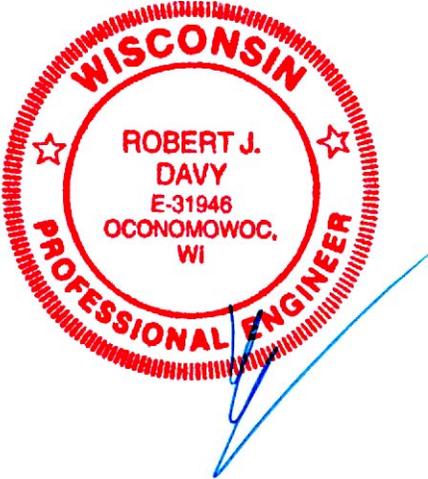
Storm event	1-year	2-year	10-year	100- year
existing	4.37 CFS.	5.44 CFS.	9.69 CFS.	19.28 CFS.
proposed	0.82 CFS	1.07 CFS	2.08 CFS	5.00 CFS

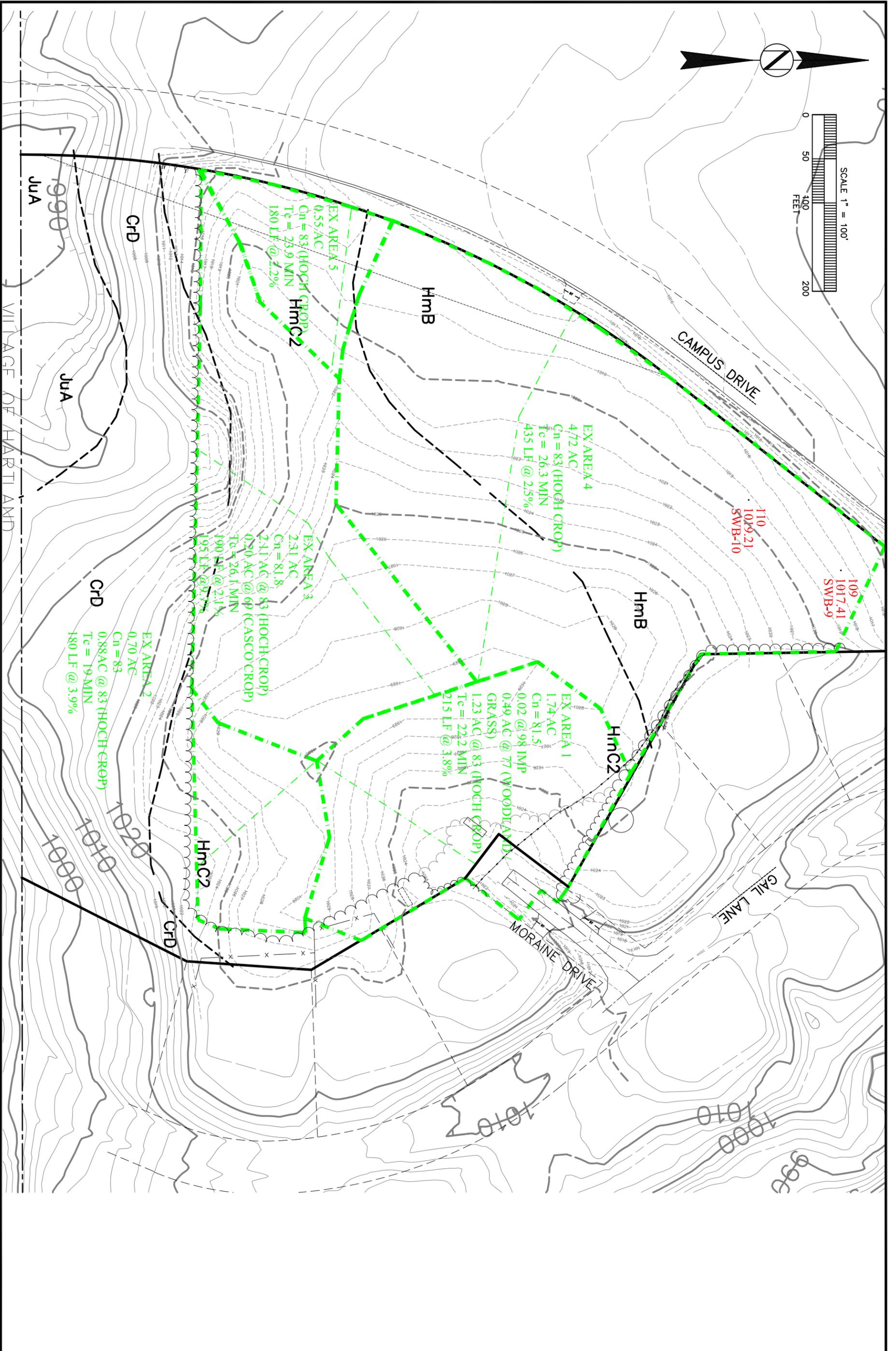
This portion of the site generates 1437 lbs of Tss on an average annual basis and only releases 0.32 lbs of Tss on an average annual, 1436.68 lbs of Tss are removed on an average annual or 99.9%

This site generates 0.885 ac.ft. of storm water in a 2-year storm event and infiltrates 0.576 ac.ft. or 65%, which is greater than the 25% needed so the infiltration requirement will be met.

This report shows that by converting cropland to lawns and routing the drives, part of the roofs and roads through the storm water bmp, the county and town storm water requirements are met.

Robert J Davy, P.E.



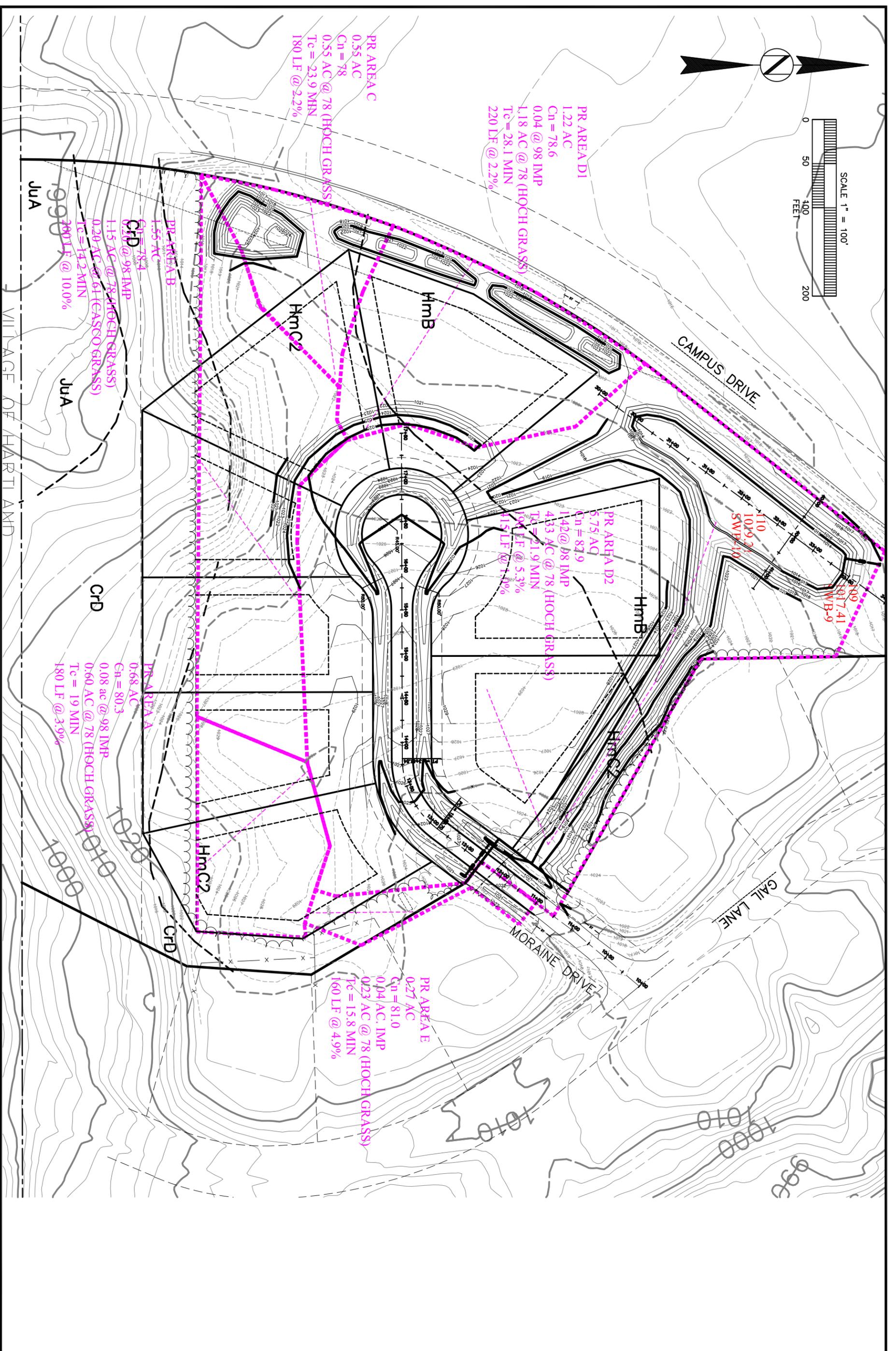
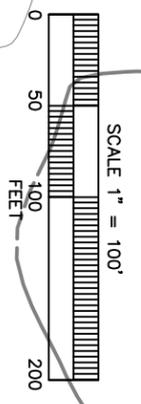


**EXISTING DRAINAGE MAP**  
 KIEFER FARMS  
 NW 1/4 OF SECTION 34, T.8N., R.18E.,  
 TOWN OF MERTON, WAUKESHA CO., WI

**LAKE COUNTRY ENGINEERING, INC.**  
 Consulting Engineers - Surveyors  
 970 S. Silver Lake Street, Suite 105, Oconomowoc, WI 53066  
 Phone (262) 569-9331 Fax (262) 569-9316

SCALE: 1" = 50'	REVISION DATE	REMARKS
DRAFTED BY: RJD.VY		
CHECKED BY: R.J.D.		
DATE: DECEMBER, 2018		

PROJ. #  
18-3234  
 SHEET #



PR AREA C  
0.55 AC  
Cn = 78  
0.55 AC @ 78 (HOCH GRASS)  
Tc = 23.9 MIN  
180 LF @ 2.2%

PR AREA D1  
1.22 AC  
Cn = 78.6  
0.04 @ 98 IMP  
1.18 AC @ 78 (HOCH GRASS)  
Tc = 28.1 MIN  
220 LF @ 2.2%

PR AREA B  
1.55 AC  
Cn = 78.4  
0.20 @ 98 IMP  
1.15 AC @ 78 (HOCH GRASS)  
0.20 AC @ 61 (CASCO GRASS)  
Tc = 14.2 MIN  
200 LF @ 10.0%

PR AREA D2  
5.75 AC  
Cn = 82.9  
1.42 @ 88 IMP  
4.33 AC @ 78 (HOCH GRASS)  
Tc = 21.9 MIN  
154 LF @ 5.3%  
115 LF @ 1.0%

110  
1029.21  
SW75.10  
1917.41  
MB-9

PR AREA A  
0.68 AC  
Cn = 80.3  
0.08 ac @ 98 IMP  
0.60 AC @ 78 (HOCH GRASS)  
Tc = 19 MIN  
180 LF @ 3.9%

PR AREA E  
0.27 AC  
Cn = 81.0  
0.04 AC IMP  
0.23 AC @ 78 (HOCH GRASS)  
Tc = 15.8 MIN  
160 LF @ 4.9%

SHEET # 18-3234	PROJ # 18-3234	<b>PROPOSED DRAINAGE MAP</b> KIEFER FEARMS NW 1/4 OF SECTION 34, T.8N., R.18E., TOWN OF MERTON, WAUKESHA CO., WI	<b>LAKE COUNTRY ENGINEERING, INC.</b> Consulting Engineers - Surveyors 970 S. Silver Lake Street, Suite 105, Oconomowoc, WI 53066 Phone (262) 569-9331 Fax (262) 569-9316	SCALE: 1" = 50' DRAFTED BY: RJDVY CHECKED BY: R.J.D. DATE: DECEMBER 2018	REVISION DATE	REMARKS

DESIGN DATA

Project Type: RESIDENTIAL No. of Lots: 8

No. of Runoff Discharge Points: 5 Watershed (ultimate discharge): BEAVER LAKE

Watershed Area (including off-site runoff traveling through project area) 14.0 Acres

Public Land Survey Location: NW 1/4, Section 34 T 8 N, R 18 E, Town of MERTON

SUMMARY DATA ELEMENTS						
	EX AREA 1	PR AREA E	EX AREA 2	PRO AREA A	EX AREA 3	PRO AREA B
<b>Watershed Areas</b> (in acres) <i>(see attached map)</i>	1.74	0.27	0.70	1.74	2.31	1.55
<b>Land Uses</b> ( acres of each ) <i>(see attached map)</i>	1.23 CROPPED FIELD 0.49 WOODS 0.02 impervious	0.02 imp. 0.23 GRASS	0.70 CROPPED FIELD	0.08 IMP. 0.60 GRASS	2.31 CROPPED FIELD	0.20 IMP. 1.35 GRASS
<b>Runoff Curve Numbers</b>	0.02 AC @ 98 0.49 AC @ 77 1.23 AC @ 83  <b>81.5</b>	0.04 AC @ 98 0.23 AC @ 78  <b>81</b>	0.70 AC @ 83  <b>83</b>	0.08 AC @ 98 0.60 AC @ 78  <b>80.3</b>	2.11 AC @ 83 0.20 AC @ 83  <b>81.8</b>	0.20 AC @ 98 1.15 AC @ 78 0.20 AC @ 61  <b>78.4</b>
<b>Conveyance Systems Types</b>	OVERLAND	OVERLAND	OVERLAND	OVERLAND	OVERLAND	OVERLAND
<b>Summary of Average Conveyance System Data</b>	215 lf of sheet flow	160 lf of sheet flow	180 lf of sheet flow	180 lf of sheet flow	190 lf of sheet flow 195 lf shallow conc. flow	200 lf of sheet flow
<b>Time of Concentration ( T<sub>c</sub> )</b> <i>(see attached map &amp; wrkshts)</i>	22.2 MIN	15.8 MIN	19.0 MIN	19.0 MIN	26.1 MIN	14.2 MIN
<b>2-yr 24-hr post-dev runoff volume</b>	N/A	0.023 AC.FT.	N/A	0.056 AC.FT.	N/A	0.114 AC.FT.
<b>1-yr./24 hour Peak Flow</b>	1.45 cfs	0.25 CFS	0.81 CFS	0.59 CFS	1.97 CFS	1.31 CFS
<b>2-yr./24 hour Peak Flow</b>	1.84 CFS	0.31 CFS	1.01 CFS	0.76 CFS	2.48 CFS	1.69 CFS
<b>10-yr./24 hour Peak Flow</b>	3.36 CFS	0.58 CFS	1.78 CFS	1.43 CFS	4.52 CFS	3.27 CFS
<b>100-yr./24 hour Peak Flow</b>	6.87 CFS	1.21 CFS	3.52 CFS	2.99 CFS	3.52 CFS	2.99 CFS

SEE BASIN INFOR FOR  
OUTFLOW

DESIGN DATA

Project Type: RESIDENTIAL No. of Lots: 8

No. of Runoff Discharge Points: 5 Watershed (ultimate discharge): BEAVER LAKE

Watershed Area (including off-site runoff traveling through project area) 14.0 Acres

Public Land Survey Location: NW 1/4, Section 34 T 8 N, R 18 E, Town of MERTON

SUMMARY DATA ELEMENTS						
	EX AREA 5	PRO AREA C	EX AREA 4	PR AREA D1	PRO AREA D2	
<b>Watershed Areas</b> (in acres) <i>(see attached map)</i>	0.55	0.55	4.72	1.22	5.75	
<b>Land Uses</b> (% of each) <i>(see attached map)</i>	0.55 CROPPED FIELD	0.55 GRASS	4.72 CROPPED FIELD	0.04 IMP. 1.18 GRASS	1.42 IMP. 4.33 GRASS	
<b>Runoff Curve Numbers</b>	0.55 AC @ 83 <b>83</b>	0.00 AC @ 98 0.55 AC @ 78 <b>78</b>	4.72 AC @ 83 <b>83</b>	0.04 AC @ 98 1.18 AC @ 78 <b>78.6</b>	1.42 AC @ 98 4.33 AC @ 78 <b>82.9</b>	
<b>Conveyance Systems Types</b>	OVERLAND	OVERLAND	OVERLAND	OVERLAND	OVERLAND	
<b>Summary of Average Conveyance System Data</b>	180 lf of sheet flow	180 lf of sheet flow	200 lf of sheet flow 235 lf shallow conc. flow	220 lf of sheet flow	190 lf of sheet flow 415 lf shallow conc. flow	
<b>Time of Concentration ( T<sub>c</sub> )</b> <i>(see attached map &amp; wrkshs)</i>	23.9 MIN	23.9 MIN	26.3 MIN	28.1 MIN	21.9 MIN	
<b>2-yr 24-hr post-dev runoff volume</b>	N/A	0.042 AC.FT.	N/A	0.091 AC.FT.	0.576 AC.FT.	
<b>1-year/24 hour Runoff Volume</b>	0.51 CFS	0.35 CFS	4.37 CFS	0.82 CFS	5.29 CFS	
<b>2-yr./24 hour Peak Flow</b> <i>(see attached hydrographs)</i>	0.63 CFS	0.46 CFS	5.44 CFS	1.07CFS	6.59 CFS	
<b>10-yr./24 hour Peak Flow</b> <i>(see attached hydrographs)</i>	1.13 CFS	0.91 CFS	9.69 CFS	2.08 CFS	11.76 CFS	
<b>100-yr./24 hour Peak Flow</b>	2.25 CFS	1.99 CFS	19.28 CFS	4.48 CFS	23.44 CFS	

SEE BASIN INFOR FOR  
OUTFLOW

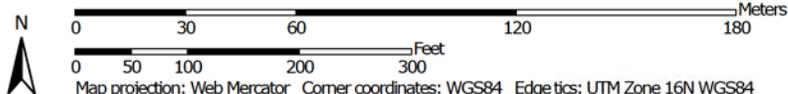
EXHIBIT E  
DESIGN DATA

<b>PROP. INFILTRATION BMP</b>		
	Design Element	Design data
<b>Site assessment data</b>		
	Contributing Drainage area to basin( prop area 1)	5.75
	Distance to nearest private well (including off-site wells)	> 100 ft
	Distance to municipal well (including off-site wells)	NA
	wellhead protection area involved	no
	Ground slope at site of proposed basin	average 2.3%
	Any buried or overhead utilities in area	NO
	Proposed outfall conveyance system/discharge	INFILTRATION/ PIPE, OVERLAND
	Any down stream roads or other structures	YES
	Floodplain, shore land, or wetlands	NO
<b>Soil investigation data (see report)</b>		
	# of soil investigations in completed	2
	Do elevations of test holes extend 3' below prop bottom of infiltration	YES
	Average soil texture at bottom elevation	GRAVELY SAND
	Infiltration rate at bottom of infiltration basin	3.6 IN/HR
	Infiltration rate at bottom of fore bay	NA
	Distance from pond bottom to bed rock	> 5ft
	distance from pond bottom to seasonal water table	> than 5 ft.
<b>General basin design data (see attached detail)</b>		
	Basin bottom area	11,890 SQ.FT
	Basin bottom elevation	1014
	Top of berm elevation (after settling ) and width	1018.00
	Basin storage below outlet	0.491 AC.FT.
	1-yr 24-hr post-development runoff volume	0.00 AC FT
	time to completely infiltrate stored water	5.0 HR
<b>Design basin inflow, outflow and storage data</b>		
	Inflow / Outflow	max water elev/storage volume
1-YR	5.29 CFS / 0.00 CFS	1014.77 / 0.235 AC-FT
2-yr	6.59 CFS / 0.00 CFS	1014.97 / 0.294 ac-ft
10 -YR	11.76 CFS / 0.10 CFS	1015.72 / 0.572 AC-FT
100-yr	23.44 CFS / 0.00 CFS	1017.02 / 1.133 AC-FT
OUTLET #1 INFILTRATION 3.6 "/HR - 1014.00		
OUTLET #2 10" DIA PIPE - 1015.50		
OUTLET #3 WEIR 5' WIDE ELEV 1017.00		

Soil Map—Milwaukee and Waukesha Counties, Wisconsin



Map Scale: 1:2,050 if printed on A portrait (8.5" x 11") sheet.



Map projection: Web Mercator Corner coordinates: WGS84 Edge tics: UTM Zone 16N WGS84

## MAP LEGEND

 Area of Interest (AOI)	 Spoil Area
 Soils	 Stony Spot
 Soil Map Unit Polygons	 Very Stony Spot
 Soil Map Unit Lines	 Wet Spot
 Soil Map Unit Points	 Other
<b>Special Point Features</b>	 Special Line Features
 Blowout	<b>Water Features</b>
 Borrow Pit	 Streams and Canals
 Clay Spot	<b>Transportation</b>
 Closed Depression	 Rails
 Gravel Pit	 Interstate Highways
 Gravelly Spot	 US Routes
 Landfill	 Major Roads
 Lava Flow	 Local Roads
 Marsh or swamp	<b>Background</b>
 Mine or Quarry	 Aerial Photography
 Miscellaneous Water	
 Perennial Water	
 Rock Outcrop	
 Saline Spot	
 Sandy Spot	
 Severely Eroded Spot	
 Sinkhole	
 Slide or Slip	
 Sodic Spot	

## MAP INFORMATION

The soil surveys that comprise your AOI were mapped at 1:15,800.

**Warning:** Soil Map may not be valid at this scale.

Enlargement of maps beyond the scale of mapping can cause misunderstanding of the detail of mapping and accuracy of soil line placement. The maps do not show the small areas of contrasting soils that could have been shown at a more detailed scale.

Please rely on the bar scale on each map sheet for map measurements.

Source of Map: Natural Resources Conservation Service  
 Web Soil Survey URL: <http://websoilsurvey.nrcs.usda.gov>  
 Coordinate System: Web Mercator (EPSG:3857)

Maps from the Web Soil Survey are based on the Web Mercator projection, which preserves direction and shape but distorts distance and area. A projection that preserves area, such as the Albers equal-area conic projection, should be used if more accurate calculations of distance or area are required.

This product is generated from the USDA-NRCS certified data as of the version date(s) listed below.

Soil Survey Area: Milwaukee and Waukesha Counties, Wisconsin  
 Survey Area Data: Version 11, Sep 25, 2015

Soil map units are labeled (as space allows) for map scales 1:50,000 or larger.

Date(s) aerial images were photographed: Data not available.

The orthophoto or other base map on which the soil lines were compiled and digitized probably differs from the background imagery displayed on these maps. As a result, some minor shifting of map unit boundaries may be evident.

## Map Unit Legend

Milwaukee and Waukesha Counties, Wisconsin (WI602)			
Map Unit Symbol	Map Unit Name	Acres in AOI	Percent of AOI
CrD	Casco-Rodman complex, 12-20 percent slopes	0.2	1.4%
HmB	Hochheim loam, 2 to 6 percent slopes	4.5	41.5%
HmC2	Hochheim loam, 6 to 12 percent slopes, eroded	6.3	57.1%
<b>Totals for Area of Interest</b>		<b>11.0</b>	<b>100.0%</b>

Division of Safety and Buildings

in accordance with SPS 382.365 and 385, Wis. Adm. Code

Attach complete site plan on paper not less than 8 1/2 x 11" in size. Plan must include, but not limited to: vertical and horizontal reference point (BM), direction and % slope, scale or dimensions, north arrow, location & distance to nearest road.

**Please print all information**

Personal information you provide may be used for secondary purposes (Privacy Law, s. 15.04(1)(m)).

County	WAUKESHA
Parcel I.D.	MRTT0422985
Reviewed by	Date

Property Owner PATRICIA F. KIECKHEFER TRUST	Property Location SE 1/4, NW 1/4, S 34, T 8 N, R 18 E
Property Owner's Mailing Address W307N5276 ANDERSON RD.	Lot # Subd. Name or CSM#
City State Zip Code Phone Number HARTLAND, WI 53029	<input type="checkbox"/> City <input checked="" type="checkbox"/> Town Nearest Road MERTON CAMPUS DRIVE

Drainage area: 7 <input type="checkbox"/> sq.ft. <input type="checkbox"/> acres Optional: Test Site Suitable for (check all that apply) <input type="checkbox"/> Irrigation <input type="checkbox"/> Bioretention trench <input type="checkbox"/> Trenches <input type="checkbox"/> Rain garden <input type="checkbox"/> Grassed swale <input type="checkbox"/> Reuse <input type="checkbox"/> Infiltration trench <input type="checkbox"/> SDS (>15'wide) <input type="checkbox"/> Other _____	Hydraulic Application Test Method: <input checked="" type="checkbox"/> Morphological Evaluation <input type="checkbox"/> Double-Ring Infiltrrometer <input type="checkbox"/> Other (specify) _____
--	---

<input type="checkbox"/> Boring									
9	Obs. #	<input checked="" type="checkbox"/> Pit	Ground surface elev.	1017.41'	Depth to limiting factor	N/A			Hydraulic App. Rate
Horizon	Depth inches	Dominant Color Munsell	Redox Description Qu. Sz. Cont. Color	Texture	Structure Gr. Sz. Sh.	Consistence (Moist)	Boundary	% Rock Fragmts.	Inches/Hr
Ap	0-9	10YR3/2		sil	2fsbk	fr	as	2	0.13
2Bt	9-30	7.5YR4/4		scl	2fsbk	fi	cs	4	0.11
2C	30-112	10YR5/6		gr s	0sg	l		30	3.6

<input type="checkbox"/> Boring									
10	Obs. #	<input checked="" type="checkbox"/> Pit	Ground surface elev.	1019.21'	Depth to limiting factor	N/A			Hydraulic App. Rate
Horizon	Depth inches	Dominant Color Munsell	Redox Description Qu. Sz. Cont. Color	Texture	Structure Gr. Sz. Sh.	Consistence (Moist)	Boundary	% Rock Fragmts.	Inches/Hr
Ap	0-10	10YR3/2		sil	2fsbk	fr	as	2	0.13
2Bt1	10-26	7.5YR4/4		scl	2fsbk	fr	cs	5	0.11
2B2	26-34	10YR4/6		gr sl	1fsbk	vfr	cs	20	0.5
2C	34-112	10YR5/6		gr s	0sg	l		30	3.6

CST Name	JEFFREY L. HAMMES	Signature:	CST Number 223300
Address	820 WILLIAMSON ST., #401 MADISON, WI 53703	Date Evaluation Conducted: 5/4/16	Telephone No. (608)233-9200

# JEFFREY L. HAMMES

# PLOT PLAN

CERTIFIED SOIL TESTING

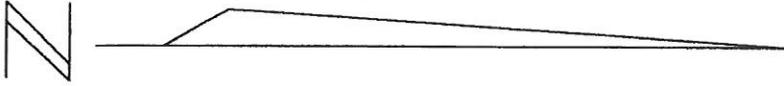
CERTIFIED DESIGNING

CONCEPTUAL LAND USE PLAN

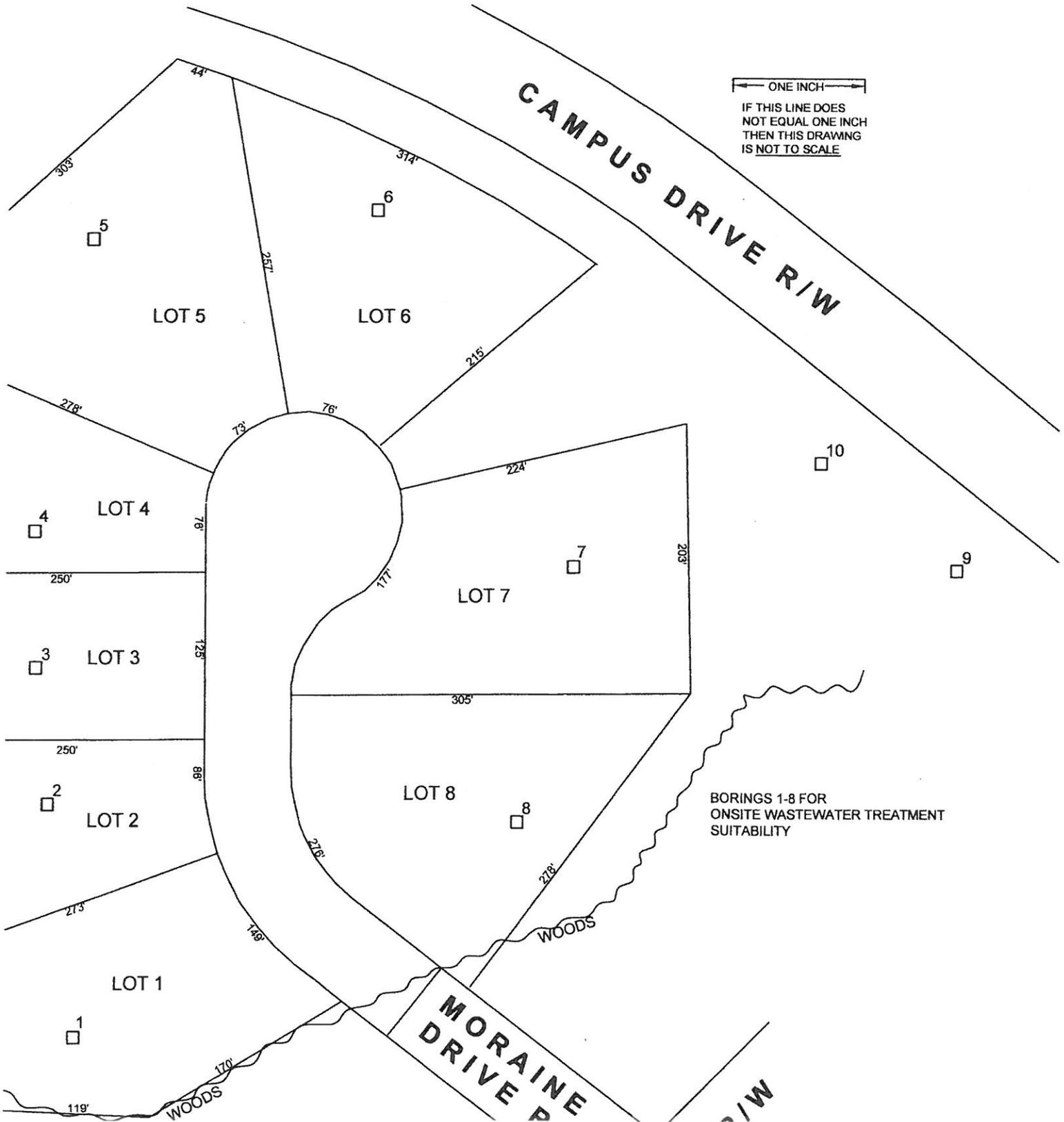
SE 1/4, NW1/4, SEC. 34, T8N, R18E, TOWN OF MERTON

PAGE 2 OF 2

CLIENT: PATRICIA F. KIECKHEFER LIVING TRUST



SCALE 1" = 100'  
□ = SOIL BORING



ALAN G STANWICK 2008 LIVING TRUST  
W305N5205 GAIL LN  
HARTLAND WI 53029

ANDREW HUXFORD  
SHANNON HUXFORD  
W305N5280 GAIL LN  
HARTLAND WI 53029-1025

ARROWHEAD UNION HIGH SCHOOL  
DISTRICT  
700 NORTH AVE  
HARTLAND WI 53029

BOYD STAPLETON  
ELIZABETH STAPLETON  
W304N5309 EVELYN CT  
HARTLAND WI 53029

BRIAN P THOMAS  
REBECCA L MATTANO  
W305N5311 GAIL LN  
HARTLAND WI 53029

BRUCE PELTIER  
WENDY PELTIER  
W307N5440 ANDERSON RD  
HARTLAND WI 53029

CHAD M KNUTSON  
TERESA J KNUTSON  
W304N5329 EVELYN CT  
HARTLAND WI 53029

DANIEL FOGLE  
KATHLEEN FOGLE  
292 HICKORY CT  
HARTLAND WI 53029

FREDERICK JESKO  
R JESKO  
N53W30509 ARROWHEAD DR  
HARTLAND WI 53029

JAMES TERONDE  
TERESA TERONDE  
W304N5293 EVELYN CT  
HARTLAND WI 53029

JOHN MALONEY  
CHERYL MALONEY  
290 HICKORY CT  
HARTLAND WI 53029

JOHN PLESH  
J BERGLES  
N53W30510 ARROWHEAD DR  
HARTLAND WI 53029

TINA M BARSCH  
288 HICKORY CT  
HARTLAND WI 53029

KATHLEEN P SMITH  
W305N5310 GAIL LN  
HARTLAND WI 53029

KURTIS W KRUEGER  
DAWN M KRUEGER  
W307N5460 ANDERSON RD  
HARTLAND WI 53029-1034

LUTHERAN HIGH SCHOOL  
ASSOCIATION OF GREATER MILW  
10427 W LINCOLN AVE STE 1300  
MILWAUKEE WI 53227-1263

MARGARET E KINSEY  
N53W30495 ARROWHEAD DR  
HARTLAND WI 53029

MARK J GIMLA  
FRANCINE J DEMLER-GIMLA  
W305N5220 GAIL LN  
HARTLAND WI 53029

MICHAEL A BARTON  
N53W30582 ARROWHEAD DR  
HARTLAND WI 53029

PATRICK HENZE  
MARY HENZE  
W305N5235 GAIL LN  
HARTLAND WI 53029

PATRICK J BALISTRERI  
DONNA W BALISTRERI  
W305N5240 GAIL LN  
HARTLAND WI 53029-1025

PAUL STAPLETON  
W305N5247 GAIL LN  
HARTLAND WI 53029

PETER MIHOJEVICH  
SUSAN MIHOJEVICH  
N52W30555 MORaine DR  
HARTLAND WI 53029

PETER PURVIS  
SHARON PURVIS  
W305N5260 GAIL LN  
HARTLAND WI 53029

PETER PURVIS JR  
JILL PURVIS  
W305N5250 GAIL LN  
HARTLAND WI 53029

RENA L CZOSCHKE  
W305N5321 GAIL LN  
HARTLAND WI 53029

RUSSELL R GREIBER  
JOYCE GREIBER  
W307N5452 ANDERSON RD  
HARTLAND WI 53029-1034

SAMUEL J GENGO  
W307N5470 ANDERSON RD  
HARTLAND WI 53029

STACEY A BITTMAN  
W305N5200 GAIL LN  
HARTLAND WI 53029

STEVE KURZ  
LAURA M TRUDELL  
W305N5295 GAIL LN  
HARTLAND WI 53029

GUY JR & PATRICIA F KIECKHEFER  
LIVING TRUST DTD 3/4/09  
W307N5276 ANDERSON RD  
HARTLAND WI 53029

TERENCE J FELLAUM  
ELIZABETH A FELLAUM  
W305N5270 GAIL LN  
HARTLAND WI 53029

THOMAS A GILLIGAN  
N53W30531 ARROWHEAD DR  
HARTLAND WI 53029

THOMAS PETRI  
DARLENE PETRI  
286 HICKORY CT  
HARTLAND WI 53029

TIMOTHY S VANRIPER  
N53W30542 ARROWHEAD DR  
HARTLAND WI 53029

**Job Title: Camp Counselor**

**Department: Recreation**

**Reports to: Head Coordinator and Assistant Coordinator**

### **SUMMARY**

The Summer Day Camp Counselor is a seasonal, part-time position, leading activities at various Summer Camp programs that are offered to children ages 5 – 12.

### **HOURS/SCHEDULE**

This is a seasonal position in the summer from June – August. Throughout the summer various camps are offered and hours of work may vary between 20 – 40 hours, but generally not exceed 40 hours per week. Regular camp and before summer school care hours are dependent on when those programs are scheduled to be held. This position requires that the employee is available for the daily scheduled times and for the duration of the program.

### **ESSENTIAL FUNCTIONS**

Under the direction of the Head Coordinator and Assistant Coordinator;

- Assist in coordinating and implementing activities held each day
- Interact daily with camp participants, parents and other parks and recreation staff
- Distribute necessary equipment and supplies as needed
- Enforce policies and procedures set by the Department
- Adhere to policies and procedures set by the Department as necessary
- Maintain order and discipline by enforcing the Behavior Management Policy
- Work with parents and the Head Coordinator and Assistant Coordinator to resolve behavioral issues and report major issues to the Head Coordinator
- Report major staff and camp participant issues to the Head Coordinator
- Make sure that the camp location, pavilion/building and storage areas are clean and orderly
- Secure equipment and facilities at the end of the day
- Assist with Summer Splash bus pick-ups
- Remain visible for camp participants and parents
- Participate in daily staff meeting
- Ensure safety and well-being of camp participants

### **SUPERVISORY RESPONSIBILITIES**

None required

### **QUALIFICATIONS**

- At least 16 yrs of age preferred
- Leadership experience preferred
- Experience in working with children ages 5-12 yrs preferred
- Certification in First Aid, AED and CPR by the first day of camp is required
- Must have high energy, be creative and willing and able to participate in activities with camp participants
- Must be friendly and outgoing

### **CERTIFICATIONS & LICENSES**

First Aid and CPR certification prior to the first day of the program. Training may be offered if needed.

### **PHYSICAL DEMANDS**

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Employee must be able to lift 40lbs, bend, stretch, crouch, stand, sit, reach, kneel, run and carry for the duration of summer camp hours.

### **WORK ENVIRONMENT**

Employee will work inside and outside at local schools, parks and other locations such as field trip destinations. Weather and temperatures may vary depending on the location of where camp is being held, inside or outside. Camp is held indoors and outdoors.

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**Job Title: Assistant Coordinator**

**Department: Recreation**

**Reports to: Head Coordinator**

### **SUMMARY**

The Assistant Coordinator is a seasonal employee who assists the Head Coordinator with activities at the Hartland Recreation Department's Summer Camp programs that are offered to children ages 5 – 12. Primary responsibility of this position is to assist in the implementation of curriculum for the various camps/programs, while assisting with the supervision of camp participants and staff.

### **HOURS/SCHEDULE**

This is a seasonal position that works 20 - 40 hours per week during the summer, June through August. This position will work between 1 – 20 hours total, during the post and preseason months, which are approximately April, May and September. Throughout the summer various camps and a before summer school care program are offered. Hours of work during camp and before summer school care may vary between 20 – 40 hours, but generally do not exceed 40 hours. During the summer, prep hours and meetings for camp will occur outside of regular scheduled camp hours. Regular camp and before summer school care hours are dependent on when those programs are being offered. Off season hours, which are not weekly but occasional, will involve meetings, preparation for next year's camp or finalizing close out details after camp has ended. This position requires that the employee is available for the daily scheduled times and for the duration of the program.

### **ESSENTIAL FUNCTIONS**

- Assist the Head Coordinator in developing and coordinating daily lesson plans, special events, trips and all other camp activities and aspects
- Assist the Head Coordinator in planning and delivering the camp program and lesson plans
- Under direction of the Head Coordinator, assist with the supervision of staff
- In coordination with the Head Coordinator, assist in keeping accurate records/files as required by the department (i.e. attendance reports, behavioral reports, accident reports)
- Assist in proactively identifying and working to resolve counselor concerns and problems in a timely manner with the Head Coordinator
- Interact daily with camp participants, parents and other parks and recreation staff
- Assist in distributing necessary equipment and supplies as needed
- Assist in enforcing policies and procedures set by the Department
- Assist in working with the Head Coordinator and parents to resolve behavioral issues and report major issues to the Head Coordinator
- Assist in maintaining order and discipline by enforcing the Behavioral Management Policy
- Adhere to policies and procedures set by the Department as necessary
- Report major staff issues to the Head Coordinator and assist in following through with monitoring future behavior of staff
- Assist in securing equipment and facilities at the end of the day
- Make sure that the camp location, pavilion/building and storage areas are clean and orderly
- Remain visible and accessible to staff, camp participants and parents
- Assist in communicating with camp participant's families
- Participate in daily meetings with the Head Coordinator and camp staff
- Participate in the weekly meeting with the Head Coordinator and Recreation Director

### **SUPERVISORY RESPONSIBILITIES**

- In coordination with the Head Coordinator, assist in supervising camp staff
- Assist the Head Coordinator in leading daily meetings with staff

### **QUALIFICATIONS**

- Must be at least 18 yrs of age
- Must be highly motivated, independent and organized
- Must have 3 years+ experience in leadership and supervisory position
- Must have 3 years+ experience in working with children ages 5-12 yrs
- Must be able to handle parent and patron complaints professionally
- Previous collegiate coursework in education, recreation or related field preferred
- Must be friendly and outgoing

### **CERTIFICATIONS, LICENSES, REGISTRATION**

First Aid and CPR certification prior to the first day of the program. Training may be offered if needed. Preference will be given to those applicants that hold a teaching certification.

### **PHYSICAL DEMANDS**

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Employee must be able to lift 40lbs, bend, stretch, crouch, stand, sit, reach, kneel, run and carry at any time during the duration of Summer Camp hours.

### **WORK ENVIRONMENT**

Employee will work inside and outside at local schools, parks and other locations such as field trip destinations. Weather and temperatures may vary depending on the location of where camp is being held and if camp is inside or outside. Camp is held indoors and outdoors.

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**Job Title: Head Coordinator**

**Department: Recreation**

**Reports to: Recreation Director**

### **SUMMARY**

The Head Coordinator is a regular employee who works and leads, with the assistance of the Assistant Coordinator, the Hartland Recreation Department's Summer Camp programs that are offered to children ages 5 – 12. Primary responsibility of this position is to create and implement curriculum for the various camps/programs, while managing and supervising camp participants and staff.

### **HOURS/SCHEDULE**

This is a regular position that works 20 - 40 hours per week during the summer, June through August, and occasional hours, not weekly hours, from September through May. Throughout the summer various camps are offered and hours of work may vary between 20 – 40 hours, but generally do not exceed 40 hours. During the summer, prep hours and meetings for camp will occur outside of regular scheduled camp hours. Regular camp and before summer school care hours are dependent on when and where the programs are being offered. Off season hours, which are not weekly but occasional, will involve meetings, preparation for next year's camp or finalizing close out details after camp has ended. This position requires that the employee is available for the daily scheduled times and for the duration of the program.

### **ESSENTIAL FUNCTIONS**

- Develop and coordinate daily lesson plans, special events, trips and all other camp activities and aspects
- Plan and deliver the camp program and lesson plans
- Manage/monitor/supervise staff working within the camp programs
- Facilitate, plan, and deliver camp staff in-service training
- In coordination with the Recreation Director, hire and train camp staff
- Keep accurate records/files as required by the department (i.e. attendance reports, behavioral reports, accident reports)
- Create, assign, and monitor camp staff work schedules
- Interact daily with camp participants, parents and other parks and recreation staff
- Proactively identify and work to resolve counselors' concerns and problems in a timely manner
- Plan and coordinate with the Recreation Director the necessary equipment and supplies as needed
- Distribute all necessary equipment and supplies
- Enforce policies and procedures set by the department
- Work with parents to resolve behavioral issues and report major issues to the Recreation Director
- Maintain order and discipline by enforcing the Behavior Management Policy
- Ensure high levels of staff morale by providing mentorship and support to camp staff
- Remain visible and accessible to staff, camp participants and parents
- Make sure that the camp location, pavilion/building and storage areas are clean and orderly
- Secure equipment and facilities at the end of the day
- Plan and organize Summer School bus pick-ups with camp staff and communicate with the Summer School staff as needed of any attendance issues
- Daily communication with camp staff, camp participants and parents

## **SUPERVISORY RESPONSIBILITIES**

- Train, supervise, and evaluate camp staff
- Develop and provide the pre-season in-service training in coordination with the Recreation Director
- Participate in weekly meetings with the Recreation Director
- Facilitate daily meetings with the camp staff
- Manage and supervise all staff and camp participants

## **QUALIFICATIONS**

- Must be at least 21 years of age
- Must be highly motivated, independent and organized
- Must have leadership experience
- Must be able to handle parent and patron complaints professionally
- Must have 3 years+ in experience working with children ages 5-12 yrs
- Must have 3 years+ in experience creating curriculum in education, recreation or related field
- Previous collegiate coursework in education, recreation or related field preferred
- Must be friendly and outgoing

## **CERTIFICATIONS & LICENSES**

- First Aid, CPR and AED certification prior to the first day of the program. Training may be offered if needed
- Preference will be given to those applicants that hold a teaching certification

## **PHYSICAL DEMANDS**

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Employee must be able to lift 40lbs, bend, stretch, crouch, stand, sit, reach, kneel, run and carry at any time during the duration of Summer Camp hours.

## **WORK ENVIRONMENT**

Employee will work inside and outside at local schools, parks and other locations such as field trip destinations. Weather and temperatures may vary depending on the location of where camp is being held and if camp is inside or outside. Camp is held indoors and outdoors.

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# FIVE 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](http://www.fivestarfirerworks.com)

**THIS AGREEMENT** is made this 17<sup>th</sup> day of January, 2019, 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 28, 2019** 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, 2019**.

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 28, 2019**.

5. **Weather.** In case of inclement weather, the displays will be **rescheduled for June 29, 2019**. 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, 2019. 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 17, 2019  
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



# Hartland Home Town Celebration

June 28, 2019



## GRAND OPENING

96            2 ½ INCH DANCING DRAGON CANDLE SHOTS

## MAIN EVENT

15            **THREE INCH FLASH SALUTES**  
Salutes will be used to signal the open of your show  
and will continue throughout the program.

130            THREE INCH SMART STAR COLOR DISPLAY SHELLS

36            THREE INCH DELUXE PYRO DISPLAY SHELLS

36            THREE INCH A.M. PYRO DISPLAY SHELLS WITH TAILS

72            THREE INCH YOUNG FENG DISPLAY SHELLS

50            THREE INCH DANCING DRAGON DISPLAY SHELLS WITH TAILS

Three inch display shells include: Colored Diadems, Crossett's, Tiger Tails, Sneaking Peony's, Bright Stars, Dark Peony's, Mixed Gamboges, White Willows, Strobes, Colors to Crackling, Dahlias, and Coconut Pistols to name a few.

# *FINALE*

200	1 ¾ INCH MIXED PEONY TO SUPER PEONY
330	1 ½ INCH GLITTER CROWN TO FALLING LEAVES
100	1 ½ INCH RED, WHITE, AND BLUE TAILS TO REPORT
72	TWO INCH TITANIUM SALUTES WITH REPORT
200	1 ½ INCH SILVER WHISTLING WITH CRACKLE
25	TWO AND A HALF INCH MIXED TAIL TO REPORT
25	TWO AND A HALF SPIDER SHELLS WITH CRACKLE
50	THREE INCH DELUXE FINALE COLOR SHELLS WITH TAILS
100	THREE INCH SILVER CROWN FINALE SHELLS
50	THREE INCH KAMURION FINALE SHELLS
100	THREE INCH FINALE COLOR SHELLS AND SALUTES

The conclusion of your show will consist of more than 1,250 shells  
to end the show on an extremely dramatic note!



## HARTLAND SPECIAL EFFECTS



300	1 INCH RED AND BLUE CHRYSANTHEMUMS
200	1 ½ INCH ASSORTED CROSSETTES
400	1 ½ INCH ASSORTED COLOR DAHLIAS WITH TAILS
300	1 ½ INCH “Z” SHAPE SILVER CROWN WALL
300	1 ½ INCH “FAN” SILVER TAIL TO WHITE STROBE
200	1 INCH “FAN” WHITE STROBE TO VARIGATED PISTOL
300	1 ½ INCH RED, WHITE, AND BLUE SLAUTES
110	2 INCH MIXED WILLOW WITH CRACKLE TAILS
300	1 ½ INCH RED TAIL TO WHITE GLITTER WILLOW
1800	FAN SHAPE SPLENDID CAKE EFFECT
400	1 INCH FAN SHAPE GOLDEN KAMARUO SHELLS

**Special effects will be presented as 11 special segments throughout your show**

The length of this show will be 23-25 minutes duration.  
Program Exhibit “A”

**Display Budget \$16,000.00**