

**FINAL
VILLAGE BOARD AGENDA
MONDAY, APRIL 8, 2019
7:00 PM
BOARD ROOM, MUNICIPAL BUILDING, 210 COTTONWOOD AVENUE**

Call to Order

Roll Call

Pledge of Allegiance – Trustee Dorau

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. Proclamation honoring Trustee Richard Landwehr for 53 years of service to the Village upon his retirement.
2. Comments from Municipal Judge Timothy Kay regarding the Lake Country Municipal Court.
3. Consideration of a motion to approve Village Board minutes of March 25, 2019.
4. Consideration of a motion to approve vouchers for payment.
5. Consideration of actions related to Licenses and Permits.
 - a. Consideration of applications for Operator's (Bartender) Licensees with a term ending June 30, 2020.
 - b. Items related to the Chamber of Commerce annual street dance, Saturday, July 20, 2019
 - i. Street Use Permit
 - ii. Temporary Class "B" Beer/Wine Permit
 - iii. Public Dance License
 - iv. Temporary Operator's (Bartender) Licenses
 - c. Consideration of an application for a street use permit for Beer Snobs Ale & Eats, 122 Cottonwood Ave., and Hartland Inn, 120 Cottonwood Ave., for events on June 15, August 17 and September 21.
6. Presentation of Hometown Celebration event schedule and consideration of a motion to approve the plans and activities.
7. Presentation of a Library fundraising event and consideration of a motion to affirm the Park Board approval of the use of Nixon Park for the event.
8. Presentation of Kiwanis of Greater Hartland project to perform river and river bank clean up at Centennial Park and consideration of a motion to approve the project and provide Village support.

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9. Consideration of items related to a Live Scan fingerprinting system for the Police Department
 - a. Consideration of a motion to accept a Department of Justice reimbursement grant to implement a Live Scan fingerprinting system.
 - b. Consideration of a motion to approve award of a contract to Idemia in the amount of \$14,862 for the Live Scan fingerprinting system.
10. Consideration of a motion to authorize the ordering of up to 2,664 tons of road salt through the Wisconsin Department of Transportation 2019-2020 Salt Contract.
11. Consideration of a motion to approve award of a contract to Hogen Electric, Inc. of Hartford for the Crystal Drive Lift Station Modifications Project in the amount of \$196,000.
12. 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.
13. Adjournment.

David E. Cox, Village Administrator

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

MEMORANDUM

TO: President and Board of Trustees
FROM: David E. Cox, Village Administrator 
DATE: April 3, 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 7 Regarding Kiwanis River Clean Up.

Background: Representatives of the Kiwanis will be at the meeting to present plans related to a major river and riverbank cleanup effort it is proposing. The first of what will likely be several events will be Saturday, April 20. The Kiwanis is coordinating with the Village's Ice Age Trail Community Committee and the local chapter of the Ice Age Trail Alliance (IATA) for a project to remove invasives, fallen trees and other junk from the riverbank and from the river between Centennial Park and Hartbrook Park. The Board may recall that the Kiwanis has been holding regular cleanup efforts once or twice per year for a few years and has cleaned the banks from Nixon Park north to the area adjacent to the Riverwalk development. This next undertaking is more significant and involves addressing a large number of deadfall trees in the river which cause flooding problems and block navigation. As called for in the Village's current Comprehensive Plan, a goal is to open a navigable path on the Bark River. In consultation with the IATA group a plan has been developed to begin the work. Using a volunteer force, the trees would be removed and staged for disposal. Kiwanis will be renting a mini-excavator to assist in removing trees from the river and to assist in moving material once it is down. Kiwanis and IATA will be providing the tools and other equipment as well. The Village is asked to provide the disposal. If possible, to avoid handling the material more than necessary, the Village is also asked to authorize a DPW employee to be on-site during the Saturday clean up to operate the Village chipper. It is the intent to leave the chipped material on site spread in the areas that have been cleaned and allowed to degrade in place.

Recommendation: Permit the clean up project and determine Village support.

Item 8 Related to the Live Scan fingerprinting grant and purchase.

Background: As Chief Misko's memo indicates, the Village has received a grant from the DOJ that underwrites most of the cost related to purchasing a Live Scan fingerprinting system for the Police Department. The system takes fingerprints digitally instead of the traditional ink and paper method and provides a more accurate print and allows more efficient transmission of

those prints to other authorities. The Village Board is asked to accept the grant and to approve the purchase of the system.

Recommendation: Accept the grant and approve the Live Scan purchase.

Item 9 Related to the ordering of road salt for 2019/2020

Background: The Village has for many years purchased road salt through the State of Wisconsin bidding system because it proves to be the most cost effective way to get this product. As Operation Supervisor Gerszewski's memo indicates, the State is seeking orders from municipalities by April 12. However at this time, we do not know the price per ton. Staff is confident that no less expensive source will be available. This year, salt prices outside of the State contract reached as high as \$170 per ton compared to the less than \$70 per ton we pay through the State. The Board is asked to approve the order for salt, which has been increased to reflect the amount of salt in our stockpile and the amount used in 2018/2019.

Recommendation: Approve the ordering of salt.

MEMORANDUM

TO: President and Village Board
FROM: David E. Cox, Village Administrator
DATE: April 5, 2019
SUBJECT: Agenda Changes

Crystal Lift Station Contract

Originally, this matter was being held for the April 22 Village Board meeting, however, due to long lead times for getting some of the equipment needed for this project, the contractor and Engineer are suggesting that it be moved ahead. With President Pfannerstill's approval, the matter has been added to the agenda.

As the Board will recall, the final design of this improvement was approved earlier this year by the Plan Commission and Village Board and was shared with the Homeowners Association in the subdivision. The ownership in the subdivision has indicated no concerns with the plan. A new, above-ground structure will be added to the site, which will house a permanent back up generator and the controls for the lift station. The improvements are being made to improve reliability and to protect the staff when they are required to access the controls in inclement weather.

A letter from the Village Engineer's Office is included in the packet providing a recommendation to award the contract to Hogen Electric, Inc. of Hartford in the amount of \$196,000.

Trustee Landwehr Proclamation

This proclamation has been moved to the beginning of the meeting to allow Trustee Landwehr to step out of the meeting if he desires. We figured that after a few thousand meetings, he could leave one early.

DC_{Extra} Information

PROCLAMATION

*In Recognition of Fifty Three Years of Service
to the Village of Hartland By Richard Landwehr Upon His Retirement*

Whereas, Village Trustee Richard Landwehr has loyally served the Village of Hartland residents for 53 years as a Village Trustee and Village President, along with many other positions, having been first elected in April 1962, and;

Whereas, Richard Landwehr has provided excellence in service as he filled roles on the Plan Commission, Park Board and the Delafield Hartland Water Pollution Control Commission as well as many working committees of the Village Board, and;

Whereas, Richard Landwehr demonstrated dedication and provided a guiding hand to Hartland as he fulfilled his role in shaping the countless changes to the community as its population more than quadrupled in subdivisions ranging from Hilger Farms and Hartridge to Whispering Trails, Four Winds West and the Glen at Overlook Trails and through the retail, industrial and commercial areas that provide jobs and an economic engine for the Village, and;

Whereas, The Village of Hartland Board of Trustees believes that Trustee Richard Landwehr has been an asset to the community through his dedicated and historic service and is to be congratulated and thanked for his continued dedication and fifty three years of service to the Village of Hartland.

Now, Therefore, the Village Board for the Village of Hartland hereby proclaims congratulations and thanks to Village Trustee Richard Landwehr for his continued dedication and fifty three years of service to the Village of Hartland and encourages the community to join it in extending thanks to this public servant.

Dated this 8th day of April, 2019.

Jeffrey Pfannerstill, Village President

ATTEST:

Darlene Igl, WCMC/CMC, Village Clerk

**VILLAGE BOARD MINUTES
MONDAY, MARCH 25, 2019
7:00 PM
BOARD ROOM, MUNICIPAL BUILDING, 210 COTTONWOOD AVENUE**

Call to Order

Roll Call

Pledge of Allegiance – Trustee Meyers

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

Others Present: Administrator Cox, Clerk Igl, Police Chief Misko, Fire Chief Dean, Candidates Robyn Ludtke and Rick Connor, Matt Neumann.

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

1. Motion (Wallschlager/Meyers) to approve Village Board minutes of March 11, 2019. Carried (7-0).
2. Motion (Landwehr/Anson) to approve vouchers for payment in the amount of \$233,496.24. Carried (6-0). Meyers abstained.
3. Consideration of actions related to Licenses and Permits.
 - a. Motion (Dorau/Wallschlager) to approve an application for a Street Use Permit for Swallow Education Foundation 5K run on May 18, 2019 from 8:00 a.m. to 10:00 a.m. on streets in the Four Winds Subdivision. Carried (7-0).
4. Items related to proposed rezoning of the property at 345 Cottonwood Avenue.
 - a. **Public Hearing** to receive comment on the proposed rezoning from B-3 Central Business/Mixed Use District to RS-3 Single Family Residential District.

It was stated that the owner requested postponement of the item until the April Plan Commission meeting at which time a recommendation will be made to the board. The Public Hearing was opened at 7:04 p.m. The Public Hearing will remain open and continue until the April 22 meeting. No comments were heard at this meeting.

Items referred from the March 18 Plan Commission meeting

5. Consideration of a motion to approve the Conditional Use Permit for Homegrown Farms related to the operation of a temporary retail flower hut.

Motion (Meyers/Swenson) to approve the Conditional Use Permit for Homegrown Farms extending for five years. Carried (7-0).

6. Review and consideration of actions and items related to The Glen at Overlook Trails, a condominium development on the property located at and adjacent to N56 W28528 CTH K (Lisbon Road)

Administrator Cox stated that the Plan Commission had reviewed the final items related to the PUD agreement and recommended them for approval. He stated that the path system was recommended with provisions to allow for the future extension of the system to the north, east and west. Modifications were made to the street lighting plan to have street lights at each intersection plus each owner must have a coach light at the end of their driveway. The revised site plan was recommended for approval with not less than 12 units having side load garages. The revised Planned Unit Development agreement was recommended for approval.

Trustee Meyers inquired whether the Village will have to install benches or maintain the paths. It was stated that there is no intention of that at this time and this has not been requested by the developer.

It was clarified that the condo declarations state that each drive will have a coach light which must be lit from dusk to dawn.

Trustee Swenson asked whether there would be a park in the area. Administrator Cox stated that the comp plan references a public recreation area in that part of the Village. The Plan Commission opted to go with a natural resource area in the development being publically available. Trustee Wallschlager clarified that the recreation facilities associated with the development would not be open to the public.

Trustee Wallschlager raised concerns that reflective street signs be utilized and that street addresses be located in the same place on each of the buildings. Administrator Cox stated that the street signs used will be the current Village standard. Additionally, Administrator Cox stated that the Village will pay attention to the address locations on the condos to ensure they are visible.

Motion (Landwehr/Anson) to approve the final Planned Unit Development Agreement. Carried (7-0).

Others items for consideration

7. Discussion regarding paving and other improvements to the alley/pedestrian way between Palmer's and Silver Leash.

Administrator Cox stated that this project was included in the 2019 paving projects after having been discussed as part of downtown planning since the early 2000's. Documents from 2011 indicate that the Village was planning to accept the full cost of paving the alley rather than dividing the cost three ways. The Village could opt to split the cost three ways with the property

owners or could finance for the property owners to allow them to pay for it over time. It was discussed that Village staff could discuss a special assessment for the project with the property owners. The proposal for the paving included stamped concrete and there was discussion whether the use of stamped concrete for the project was appropriate.

Trustee Meyers commented that the Village is responsible for the Ice Age Trail portion of the alley but should not pay for the business owner's expense of paving their portion.

Motion (Pfannerstill/Swenson) to authorize the administrator to meet with the property owners to discuss the project status and to instruct staff to seek bids without the use of colored or stamped concrete. Carried (7-0).

8. Consideration of a motion to approve the Stormwater Management Program Annual Report to the DNR.

Administrator Cox stated that this annual report which is required under the Village's state permit describes the status of the system, educational activities and other programs that the Village has to catch and remove any kinds of sediments, trash, etc. from the system. Activities such as street sweeping and leaf collection pulls out approximately 2 ½ tons of sediment out of the system before it gets to the Bark River.

Trustee Wallschlager asked whether leaves could be placed on the parkway rather than in the street to avoid them getting into the stormwater system. Administrator Cox stated that staff has had this conversation previously to determine the best method for collection. Two vacuum trucks are used for collection of the leaves and a loader is also involved during the peak of collection.

Motion (Meyers/Wallschlager) to approve the Stormwater Management Program Annual Report to the DNR. Carried (7-0). The Village Board thanked the Department of Public Works for a job well done.

9. Consideration of a motion to approve various liability, workers compensation, automobile, property and equipment insurance coverage through League of Wisconsin Municipalities Mutual Insurance (LWMMI), Municipal Property Insurance Company (MPIC) and other underwriters for the term of April 1, 2019 to April 1, 2020 with a combined annual premium of \$230,149.

Administrator Cox stated that all coverage is combined through the League of Wisconsin Municipalities Mutual Insurance (LWMMI). He stated that the Village has experienced a reduction in the workers comp rate.

Motion (Meyers/Swenson) to approve various liability, workers compensation, automobile, property and equipment insurance coverage through League of Wisconsin Municipalities Mutual Insurance (LWMMI), Municipal Property Insurance Company (MPIC) and other underwriters for the term of April 1, 2019 to April 1, 2020 with a combined annual premium of \$230,149. Carried (7-0).

10. Consideration of a motion to approve a contract with Natural Solutions for playground chip replacement at Nixon Park in the amount of \$19,825.

There was discussion regarding the type of material that should be used for replacement of the playground woodchips in Village parks. It was stated that the goal of this project was to get the chips in before May. Administrator Cox stated that the DPW is hoping to replace chips at another park this summer as well so perhaps staff could look into material options and talk to the Park Board.

Motion (Pfannerstill/Dorau) to approve a contract with Natural Solutions for playground chip replacement at Nixon Park in the amount of \$19,825 and consider material options for other parks. Carried (7-0).

11. Discussion regarding the designation of the Waukesha Freeman as the Village's Official Newspaper.

Administrator Cox stated that the Village does not have to designate an official newspaper however certain notices must be published in a newspaper. Trustee Anson expressed frustration with all newspapers as he feels they are providing sensationalized reporting rather than the truth. President Pfannerstill stated that the Lake Country Reporter is down to publication once a week and believes the Village needs to have one news source where residence can get information.

Motion (Meyers/Anson) to not designate an official newspaper but rather the Village will announce where we will post legal required notices. President Pfannerstill commented that residents had said that they didn't know where to look for information for the Village and he has gotten positive feedback that this has improved. He further stated that he doesn't believe that one article is representative of the entire publication.

Chief Dean commented that while he appreciates the discussion related to the Fire Department related article, he believes that people read through the headlines and support the department.

Roll call vote taken: Anson, yes; Dorau, no; Meyers, yes; Landwehr, no; Swenson, no; Wallschlager, no; Pfannerstill, no. Motion failed. The Freeman continues to be designated as the Village's official newspaper.

12. Consideration of a motion to authorize the transfer of a formerly surplus DPW pickup truck and transfer of a Police Department squad to the Fire Department for use as rapid fire response and EMT response vehicles.

Chief Dean stated that the two vehicles designated as surplus can be useful in the Fire Department. The surplus DPW pickup truck will be reused to hold an ultra-high pressure fast attack extinguishing system which will include 250 gallons of water. An on call officer will take the vehicle home and respond directly to scenes.

The other vehicle, a former police squad, will be used to replace an older reused squad as an EMS first response vehicle.

Motion (Pfannerstill/Swenson) to authorize the transfer of a formerly surplus DPW pickup truck and transfer of a Police Department squad to the Fire Department for use as rapid fire response and EMT response vehicles.

13. Consideration of action related to a Village sponsorship of the annual Chamber of Commerce Kudos awards dinner.

Administrator Cox stated that the Village provided sponsorship of the event previously when the Recreation Department was being recognized.

Motion (Pfannerstill/Landwehr) to provide a Silver Sponsorship in the amount of \$500 for the event. Carried (7-0).

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

Chief Dean thanked those that attended the recent fundraising event as it was a huge success.

Chief Dean commented that the alley discussed earlier in the agenda has been worrisome to him and he suggested that the dumpsters could get moved over the bridge into the municipal lot to avoid the garbage truck having to drive down the alley and back out.

President Pfannerstill stated that a special guest was present. Sophie Nelson, daughter of cameraman Ben Nelson, was present for Bring Your Daughter to Work Day.

Clerk Igl reminded residents of the April 2 election with polls open from 7 a.m. to 8 p.m. in the Community Center.

15. Adjournment.

Motion (Dorau/Anson) to adjourn at 8:38 p.m. Carried (7-0).

Respectfully submitted,

Darlene Igl
Village Clerk

TO: Village President & Board of Trustees

FROM: Kinsey Detert, Fiscal Clerk

DATE: April 2, 2019

RE: Voucher List

Attached is the voucher list for the April 8, 2019 Village Board meeting.

April 8, 2019 Checks: \$ 221,147.18

Total amount to be approved: \$ 221,147.18

VILLAGE OF HARTLAND
VOUCHER LIST - APRIL 8, 2019

04/02/19 3:18 PM

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Account Descr	Search Name	Comments	Amount
EXPENSE Descr			
G 101-24240 COURT FINES DUE STATE	LAKE CTRY MUNICIPAL COURT	AMOS/BC605553-4	\$312.60
G 101-24240 COURT FINES DUE STATE	LAKE CTRY MUNICIPAL COURT	NEWMAN/AB361278-1	\$312.60
G 101-24240 COURT FINES DUE STATE	LAKE CTRY MUNICIPAL COURT	MELCHIORI/BB008576-1	\$363.00
G 101-24240 COURT FINES DUE STATE	LAKE CTRY MUNICIPAL COURT	HUDY/BC605573-3	\$262.20
G 403-31863 KIEFER FARMS	RUEKERT & MIELKE	JANUARY ENG - KIEFER FARMS	\$338.00
			\$1,588.40
EXPENSE Descr			
EXPENSE Descr AMBULANCE			
E 101-52300-300 OPERATING SUPPLIES/EXPENSES	BATTERY PRODUCTS INC	BATTERIES	\$22.95
E 101-52300-300 OPERATING SUPPLIES/EXPENSES	BIEBELS TRUE VALUE	ENAMEL	\$7.72
E 101-52300-300 OPERATING SUPPLIES/EXPENSES	COMPETITOR AWARDS & ENGRAVING	PLAQUES/NAME PLATE	\$57.50
E 101-52300-300 OPERATING SUPPLIES/EXPENSES	EMERGENCY MEDICAL PRODUCTS	EMS SUPPLIES	\$71.50
E 101-52300-300 OPERATING SUPPLIES/EXPENSES	EMERGENCY MEDICAL PRODUCTS	EMS SUPPLIES	\$1,373.46
E 101-52300-300 OPERATING SUPPLIES/EXPENSES	EMERGENCY MEDICAL PRODUCTS	EMS SUPPLIES	\$187.25
E 101-52300-300 OPERATING SUPPLIES/EXPENSES	FALLON, MARY	REIMBURSE SEWING AND PATCH	\$53.11
E 101-52300-300 OPERATING SUPPLIES/EXPENSES	GALL S, INC.	MENS SHIRT/BANDA	\$34.44
E 101-52300-300 OPERATING SUPPLIES/EXPENSES	GALL S, INC.	MENS SHIRT/TUMP	\$34.44
E 101-52300-300 OPERATING SUPPLIES/EXPENSES	GALL S, INC.	MENS SHIRT/FALLON	\$34.44
E 101-52300-300 OPERATING SUPPLIES/EXPENSES	GALL S, INC.	MENS SHIRT/SCHLEHLEIN	\$34.44
E 101-52300-300 OPERATING SUPPLIES/EXPENSES	GALL S, INC.	MENS SHIRT/WALKER, PAT	\$34.44
E 101-52300-300 OPERATING SUPPLIES/EXPENSES	GALL S, INC.	MENS SHIRT/WALKER, PETER	\$34.44
E 101-52300-300 OPERATING SUPPLIES/EXPENSES	GALL S, INC.	MENS SHIRT/RENN	\$34.44
E 101-52300-300 OPERATING SUPPLIES/EXPENSES	GALL S, INC.	DRESS COAT/ORGAS	\$171.25
E 101-52300-300 OPERATING SUPPLIES/EXPENSES	GALL S, INC.	MENS SHIRT/TAYLOR	\$34.44
E 101-52300-300 OPERATING SUPPLIES/EXPENSES	GALL S, INC.	WOMENS SHIRT/MONAHAN	\$34.44
E 101-52300-300 OPERATING SUPPLIES/EXPENSES	GALL S, INC.	WOMENS SHIRT/ROSKO	\$34.44
E 101-52300-300 OPERATING SUPPLIES/EXPENSES	GALL S, INC.	WOMENS SHIRT/MELESKI	\$34.44
E 101-52300-300 OPERATING SUPPLIES/EXPENSES	GALL S, INC.	MENS SHIRT/GODGLUCK	\$34.44
E 101-52300-300 OPERATING SUPPLIES/EXPENSES	GALL S, INC.	WOMENS SHIRT/SCHUETT	\$34.44
E 101-52300-300 OPERATING SUPPLIES/EXPENSES	GALL S, INC.	MENS SHIRT/DEAN	\$41.12
E 101-52300-300 OPERATING SUPPLIES/EXPENSES	GALL S, INC.	DRESS COAT/GILMORE	\$171.49
E 101-52300-300 OPERATING SUPPLIES/EXPENSES	GALL S, INC.	MENS SHIRT/ORGAS	\$41.12
E 101-52300-290 OUTSIDE SERVICES/CONTRACTS	LIEN, LAURA	FIRE YOGA	\$100.00
E 101-52300-300 OPERATING SUPPLIES/EXPENSES	SHORE LINE CYCLE WORLD	BICYCLE REPAIR	\$274.75
E 101-52300-300 OPERATING SUPPLIES/EXPENSES	U.S. CELLULAR	MAR-APR CELLULAR	\$91.21
E 101-52300-300 OPERATING SUPPLIES/EXPENSES	WAUKESHA MEMORIAL HOSPITAL	SUPPLY PURCHASE	\$223.00
			\$3,335.15
EXPENSE Descr AMBULANCE			
EXPENSE Descr COTTONWOOD - ALL			

Account Descr	Search Name	Comments	Amount
E 401-70520-290 OUTSIDE SERVICES/CONTRACTS	RUEKERT & MIELKE	JANUARY ENGINEERING	\$2,573.02
EXPENSE Descr COTTONWOOD - ALL			\$2,573.02
EXPENSE Descr EAST IMPERIAL			
E 401-70515-290 OUTSIDE SERVICES/CONTRACTS	RUEKERT & MIELKE	JANUARY ENGINEERING	\$1,038.80
EXPENSE Descr EAST IMPERIAL			\$1,038.80
EXPENSE Descr ENVIRONMENTAL SERVICES			
E 101-53635-460 LANDSCAPE MANAGEMENT	BIEBELS TRUE VALUE	WRENCH/LATCH/CHAIN SAW BAR	\$252.59
EXPENSE Descr ENVIRONMENTAL SERVICES			\$252.59
EXPENSE Descr FINANCIAL ADMINISTRATION			
E 101-51500-300 OPERATING SUPPLIES/EXPENSES	AT&T	MAR-APR PHONE SERVICE	\$19.34
E 101-51500-300 OPERATING SUPPLIES/EXPENSES	DIVERSIFIED BENEFIT SERVICES	MARCH FSA FEES	\$134.75
E 101-51500-500 PROPERTY ASSESSMENT	GROTA APPRAISALS LLC	MARCH/APRIL ASSESSMENT WORK	\$10,374.00
E 101-51500-300 OPERATING SUPPLIES/EXPENSES	OFFICE PRO INC	OFFICE SUPPLIES	\$7.35
E 101-51500-510 INSURANCES	R&R INSURANCE SERVICES INC	ANNUAL POLICY	\$49,203.00
E 101-51500-510 INSURANCES	R&R INSURANCE SERVICES INC	CRIME POLICY	\$890.00
E 101-51500-510 INSURANCES	R&R INSURANCE SERVICES INC	BOILER & MACHINERY	\$2,163.00
E 101-51500-510 INSURANCES	R&R INSURANCE SERVICES INC	WORKERS COMP	\$50,358.00
EXPENSE Descr FINANCIAL ADMINISTRATION			\$113,149.44
EXPENSE Descr FIRE PROTECTION			
E 101-52200-220 UTILITY SERVICES	AT&T	MAR-APR PHONE SERVICE	\$19.34
E 101-52200-255 BLDGS/GROUNDS	BIEBELS TRUE VALUE	BELT/CABLE TIE/BUNGEE CORD	\$19.62
E 101-52200-360 VEHICLE MAINT/EXPENSE	BUMPER TO BUMPER HARTLAND	FUEL FILTERS	\$78.69
E 101-52200-300 OPERATING SUPPLIES/EXPENSES	COMPETITOR AWARDS & ENGRAVING	ENGRAVING	\$26.30
E 101-52200-360 VEHICLE MAINT/EXPENSE	HARTLAND SERVICE INC	REPAIR WORK/MAINTENANCE/BATTERY #4386	\$2,451.74
E 101-52200-220 UTILITY SERVICES	HARTLAND WATER & SEWER	1ST QTR WATER/SEWER	\$290.91
E 101-52200-300 OPERATING SUPPLIES/EXPENSES	HINCKLEY SPRINGS	BOTTLED WATER	\$72.92
E 101-52200-220 UTILITY SERVICES	U.S. CELLULAR	MAR-APR CELLULAR	\$91.21
E 101-52200-220 UTILITY SERVICES	WE ENERGIES	FEB-MAR ELECTRIC/GAS	\$1,205.89
E 101-52200-220 UTILITY SERVICES	WE ENERGIES	FEB-MAR SURVIVE ALIVE/ELECT	\$127.11
E 101-52200-220 UTILITY SERVICES	WE ENERGIES	FEB-MAR SURVIVE ALIVE/GAS	\$38.66
EXPENSE Descr FIRE PROTECTION			\$4,422.39
EXPENSE Descr GENERAL ADMINISTRATION			
E 101-51400-300 OPERATING SUPPLIES/EXPENSES	AT&T	MAR-APR PHONE SERVICE	\$19.34
E 101-51400-210 LEGAL SERVICES	CRAMER, MULTHAUF & HAMMES	LEGAL SERVICES	\$175.00
E 101-51400-290 OUTSIDE SERVICES/CONTRACTS	MUNICIPAL CODE CORP	SUPPLEMENT PAGES/IMAGES/ORD BANK	\$1,400.04
E 101-51400-300 OPERATING SUPPLIES/EXPENSES	OFFICE PRO INC	OFFICE SUPPLIES	\$65.58
E 101-51400-300 OPERATING SUPPLIES/EXPENSES	ONTECH SYSTEMS, INC	ADOBE ACROBAT - IGL	\$396.00
E 101-51400-300 OPERATING SUPPLIES/EXPENSES	RESERVE ACCOUNT	POSTAGE REFILL	\$3,000.00

Account Descr	Search Name	Comments	Amount
E 101-51400-215 PLANNING SERVICES	SRF CONSULTING GROUP INC	FEB SERVICES	\$3,800.69
EXPENSE Descr GENERAL ADMINISTRATION			\$8,856.65
EXPENSE Descr IMPERIAL			
E 401-70510-290 OUTSIDE SERVICES/CONTRACTS	RUEKERT & MIELKE	JANUARY ENGINEERING	\$79.91
EXPENSE Descr IMPERIAL			\$79.91
EXPENSE Descr INSPECTION			
E 101-52400-300 OPERATING SUPPLIES/EXPENSES	AT&T	MAR-APR PHONE SERVICE	\$19.34
EXPENSE Descr INSPECTION			\$19.34
EXPENSE Descr LAW ENFORCEMENT			
E 101-52100-360 VEHICLE MAINT/EXPENSE	10-33 VEHICLE SERVICES	SET UP NEW SQ #5	\$2,821.96
E 101-52100-300 OPERATING SUPPLIES/EXPENSES	AT&T	MAR-APR PHONE SERVICE	\$19.33
E 101-52100-300 OPERATING SUPPLIES/EXPENSES	EMERGENCY MEDICAL PRODUCTS	DEFIB PADS	\$197.97
E 101-52100-360 VEHICLE MAINT/EXPENSE	HARTLAND SERVICE INC	MOUNT REGULAR TIRES	\$88.20
E 101-52100-360 VEHICLE MAINT/EXPENSE	HARTLAND SERVICE INC	SQ #2 OIL CHANGE/TIRE SERVICE/TRANSMISSION FLU	\$321.98
E 101-52100-360 VEHICLE MAINT/EXPENSE	HARTLAND SERVICE INC	SQ#1 BRAKE/TIRE/WATER PUMP	\$2,779.34
E 101-52100-360 VEHICLE MAINT/EXPENSE	HARTLAND SERVICE INC	OIL CHANGE - SQUAD #7	\$94.97
E 101-52100-300 OPERATING SUPPLIES/EXPENSES	OFFICE PRO INC	OFFICE SUPPLIES	\$75.48
E 101-52100-300 OPERATING SUPPLIES/EXPENSES	OFFICE PRO INC	CREDIT	-\$80.46
E 101-52100-300 OPERATING SUPPLIES/EXPENSES	OFFICE PRO INC	OFFICE SUPPLIES	\$400.55
E 101-52100-300 OPERATING SUPPLIES/EXPENSES	OFFICE PRO INC	CREDIT	-\$5.38
E 101-52100-300 OPERATING SUPPLIES/EXPENSES	OFFICE PRO INC	CREDIT	-\$5.38
E 101-52100-300 OPERATING SUPPLIES/EXPENSES	OFFICE PRO INC	OFFICE SUPPLIES	\$50.68
E 101-52100-300 OPERATING SUPPLIES/EXPENSES	OFFICE PRO INC	CREDIT	-\$14.36
E 101-52100-300 OPERATING SUPPLIES/EXPENSES	ONTECH SYSTEMS, INC	ELECTRIC BACK UP	\$267.00
E 101-52100-290 OUTSIDE SERVICES/CONTRACTS	PROSHRED SECURITY	SHREDDING SERVICE	\$65.00
E 101-52100-300 OPERATING SUPPLIES/EXPENSES	RAY O HERRON CO INC	AMMUNITION	\$720.00
E 101-52100-300 OPERATING SUPPLIES/EXPENSES	RAY O HERRON CO INC	AMMUNITION	\$800.00
E 101-52100-290 OUTSIDE SERVICES/CONTRACTS	VERIZON WIRELESS	FEB-MAR SERVICE	\$269.13
E 101-52100-290 OUTSIDE SERVICES/CONTRACTS	VERIZON WIRELESS	FEB-MAR SERVICE	\$279.69
EXPENSE Descr LAW ENFORCEMENT			\$9,145.70
EXPENSE Descr LIBRARY			
E 101-55110-220 UTILITY SERVICES	AT&T	MAR-APR PHONE SERVICE	\$19.33
E 101-55110-310 BOOKS & MATERIALS	BLACKSTONE AUDIO INC	ADULT AUDIOBOOK	\$147.99
E 101-55110-310 BOOKS & MATERIALS	BLACKSTONE AUDIO INC	ADULT AUDIOBOOK	\$50.00
E 101-55110-310 BOOKS & MATERIALS	GALE/CENGAGE LEARNING	LARGE PRING BOOKS	\$23.78
E 101-55110-310 BOOKS & MATERIALS	GALE/CENGAGE LEARNING	LARGE PRING BOOKS	\$57.38
E 101-55110-310 BOOKS & MATERIALS	GALE/CENGAGE LEARNING	LARGE PRING BOOKS	\$92.63
E 101-55110-220 UTILITY SERVICES	HARTLAND WATER & SEWER	1ST QTR WATER/SEWER	\$352.51
E 101-55110-255 BLDGS/GROUNDS	HOME DEPOT	OAK PANEL	\$90.47

Account Descr	Search Name	Comments	Amount
E 101-55110-300 OPERATING SUPPLIES/EXPENSES	OFFICE PRO INC	OFFICE SUPPLIES	\$65.58
E 101-55110-310 BOOKS & MATERIALS	PENGUIN RANDOM HOUSE LLC	ADULT AUDIOBOOKS	\$26.25
E 101-55110-310 BOOKS & MATERIALS	PENGUIN RANDOM HOUSE LLC	ADULT AUDIOBOOKS	\$78.75
E 101-55110-310 BOOKS & MATERIALS	PENGUIN RANDOM HOUSE LLC	ADULT AUDIOBOOKS	\$77.25
E 101-55110-355 JANITORIAL SUPPLIES	PIONEER SUPPLY LLC	JANITORIAL SUPPLIES	\$120.50
E 101-55110-355 JANITORIAL SUPPLIES	PIONEER SUPPLY LLC	JANITORIAL SUPPLIES	\$130.50
E 101-55110-310 BOOKS & MATERIALS	RECORDED BOOKS LLC	ADULT AUDIOBOOKS	\$157.20
E 101-55110-290 OUTSIDE SERVICES/CONTRACTS	RICOH AMERICAS CORP	APRIL COPIER	\$77.31
E 101-55110-290 OUTSIDE SERVICES/CONTRACTS	RICOH AMERICAS CORP	APRIL COPIER	\$76.35
E 101-55110-220 UTILITY SERVICES	WE ENERGIES	FEB-MAR - ELECTRIC	\$1,903.44
EXPENSE Descr LIBRARY			<u>\$3,547.22</u>
EXPENSE Descr LINDENWOOD			
E 401-70490-290 OUTSIDE SERVICES/CONTRACTS	RUEKERT & MIELKE	JANUARY ENGINEERING	\$902.95
EXPENSE Descr LINDENWOOD			<u>\$902.95</u>
EXPENSE Descr MANCHESTER			
E 401-70495-290 OUTSIDE SERVICES/CONTRACTS	RUEKERT & MIELKE	JANUARY ENGINEERING	\$902.95
EXPENSE Descr MANCHESTER			<u>\$902.95</u>
EXPENSE Descr MISC STORM SEWER REPAIR			
E 401-74010-290 OUTSIDE SERVICES/CONTRACTS	RUEKERT & MIELKE	NOV-JAN ENGINEERING	\$845.00
EXPENSE Descr MISC STORM SEWER REPAIR			<u>\$845.00</u>
EXPENSE Descr MUNICIPAL BUILDING			
E 101-51600-290 OUTSIDE SERVICES/CONTRACTS	ALSCO	FLOOR MAT SERVICE	\$143.13
E 101-51600-255 BLDGS/GROUNDS	AUTOMATIC ENTRANCES	BATTERY/LABOR	\$163.00
E 101-51600-220 UTILITY SERVICES	HARTLAND WATER & SEWER	1ST QTR WATER/SEWER	\$457.94
E 101-51600-255 BLDGS/GROUNDS	HOME DEPOT	CONDUIT	\$134.93
E 101-51600-255 BLDGS/GROUNDS	MENARDS- PEWAUKEE	ELECTRICAL SUPPLIES	\$5.16
E 101-51600-255 BLDGS/GROUNDS	MENARDS- PEWAUKEE	OUTLET BOXES	\$8.11
E 101-51600-255 BLDGS/GROUNDS	MENARDS- PEWAUKEE	ELECTRICAL OUTLET/COVER	\$10.62
E 101-51600-355 JANITORIAL SUPPLIES	PIONEER SUPPLY LLC	JANITORIAL SUPPLIES	\$120.50
E 101-51600-355 JANITORIAL SUPPLIES	PIONEER SUPPLY LLC	JANITORIAL SUPPLIES	\$130.50
E 101-51600-220 UTILITY SERVICES	WE ENERGIES	FEB-MAR ELECTRIC	\$1,759.09
E 101-51600-220 UTILITY SERVICES	WE ENERGIES	FEB-MAR GAS	\$672.49
E 101-51600-255 BLDGS/GROUNDS	WERNER ELECTRIC SUPPLY	BOX EXTENTIONS	\$22.96
EXPENSE Descr MUNICIPAL BUILDING			<u>\$3,628.43</u>
EXPENSE Descr NIXON DREDGING & RESTORATION			
E 401-74035-290 OUTSIDE SERVICES/CONTRACTS	RUEKERT & MIELKE	JANUARY ENGINEERING	\$2,748.70
EXPENSE Descr NIXON DREDGING & RESTORATION			<u>\$2,748.70</u>

Account Descr	Search Name	Comments	Amount
EXPENSE Descr NIXON POND MODS DESIGN			
E 401-74120-290 OUTSIDE SERVICES/CONTRACTS	RUEKERT & MIELKE	JANUARY ENGINEERING	\$1,562.30
EXPENSE Descr NIXON POND MODS DESIGN			\$1,562.30
EXPENSE Descr NORMANDY			
E 401-70505-290 OUTSIDE SERVICES/CONTRACTS	RUEKERT & MIELKE	JANUARY ENGINEERING	\$799.08
EXPENSE Descr NORMANDY			\$799.08
EXPENSE Descr PARKS			
E 101-55200-220 UTILITY SERVICES	HARTLAND WATER & SEWER	1ST QTR WATER/SEWER	\$1,041.00
E 101-55200-365 BLDGS/GROUNDS MAINT EXPENSE	HOME DEPOT	PAINT/STAIN	\$81.43
E 101-55200-365 BLDGS/GROUNDS MAINT EXPENSE	MENARDS- PEWAUKEE	SEALER/CAULK/SIDING	\$64.65
E 101-55200-365 BLDGS/GROUNDS MAINT EXPENSE	MENARDS- PEWAUKEE	TRIM/GUTTER PARTS - FAC	\$168.33
E 101-55200-365 BLDGS/GROUNDS MAINT EXPENSE	PIONEER SUPPLY LLC	PAPER TOWELING/TOILET TISSUE	\$87.00
E 101-55200-220 UTILITY SERVICES	WE ENERGIES	FEB-MAR HARTBROOK	\$16.80
E 101-55200-220 UTILITY SERVICES	WE ENERGIES	FEB-MAR NIXON	\$18.53
E 101-55200-220 UTILITY SERVICES	WE ENERGIES	FEB-MAR NIXON	\$18.13
E 101-55200-220 UTILITY SERVICES	WE ENERGIES	FEB-MAR FAC	\$28.48
E 101-55200-220 UTILITY SERVICES	WE ENERGIES	FEB-MAR NIXON	-\$197.55
E 101-55200-220 UTILITY SERVICES	WE ENERGIES	FEB-MAR NIXON	\$27.67
E 101-55200-220 UTILITY SERVICES	WE ENERGIES	FEB-MAR BARK RIVER	\$39.87
E 101-55200-220 UTILITY SERVICES	WE ENERGIES	FEB-MAR HARTBROOK	\$28.88
E 101-55200-220 UTILITY SERVICES	WE ENERGIES	FEB-MAR CENTENNIAL	\$169.78
E 101-55200-220 UTILITY SERVICES	WE ENERGIES	FEB-MAR PENBROOK	\$23.53
E 101-55200-220 UTILITY SERVICES	WE ENERGIES	FEB-MAR PENBROOK	\$15.71
EXPENSE Descr PARKS			\$1,632.24
EXPENSE Descr PUBLIC WORKS			
E 101-53000-800 CAPITAL OUTLAY	ALLIED 100 LLC	DEFIB	\$1,835.00
E 101-53000-220 UTILITY SERVICES	AT&T	MAR-APR PHONE SERVICE	\$19.32
E 101-53000-360 VEHICLE MAINT/EXPENSE	BABCOCK AUTO SPRING	SPRING REPLACEMENT #28	\$2,249.94
E 101-53000-410 STREETS GEN MAINT	BIEBELS TRUE VALUE	SEEDING MULCH	\$33.94
E 101-53000-360 VEHICLE MAINT/EXPENSE	BUMPER TO BUMPER HARTLAND	TRANSMISSION FLUID	\$122.16
E 101-53000-360 VEHICLE MAINT/EXPENSE	BUMPER TO BUMPER HARTLAND	FUEL TREATMENT	\$60.78
E 101-53000-360 VEHICLE MAINT/EXPENSE	E.H. WOLF	DIESEL FUEL	\$397.13
E 101-53000-360 VEHICLE MAINT/EXPENSE	E.H. WOLF	DIESEL FUEL	\$913.75
E 101-53000-360 VEHICLE MAINT/EXPENSE	E.H. WOLF	UNLEADED GAS	\$1,594.26
E 101-53000-360 VEHICLE MAINT/EXPENSE	E.H. WOLF	MOTOR & CHAIN BAR OIL	\$833.35
E 101-53000-180 OTHER BENEFITS	GEORGENSON, JOSH	MEAL REIMBURSEMENT	\$50.17
E 101-53000-430 SNOW & ICE REMOVAL	GRAY S INC	CARBIDE FOR #26 PLOW	\$1,100.10
E 101-53000-360 VEHICLE MAINT/EXPENSE	HAHN ACE HARDWARE	2 CYCLE OIL/CHAIN SAW CHAINS	\$161.32
E 101-53000-360 VEHICLE MAINT/EXPENSE	HAHN ACE HARDWARE	2 CYCLE OIL/CHAIN SAW CHAINS	\$43.84

Account Descr	Search Name	Comments	Amount
E 101-53000-220 UTILITY SERVICES	HARTLAND WATER & SEWER	1ST QTR WATER/SEWER	\$353.86
E 101-53000-365 BLDGS/GROUNDS MAINT EXPENSE	HOME DEPOT	BLINDS FOR OFFICE	\$114.68
E 101-53000-360 VEHICLE MAINT/EXPENSE	INTERSTATE BATTERIES	BATTERIES	\$245.90
E 101-53000-180 OTHER BENEFITS	ITU ABSORBTECH INC	UNIFORMS	\$132.90
E 101-53000-180 OTHER BENEFITS	ITU ABSORBTECH INC	UNIFORMS	\$105.90
E 101-53000-360 VEHICLE MAINT/EXPENSE	KIMBALL MIDWEST	STRAPS	\$527.76
E 101-53000-360 VEHICLE MAINT/EXPENSE	KIMBALL MIDWEST	NUTS/BOLTS	\$300.94
E 101-53000-410 STREETS GEN MAINT	MENARDS- PEWAUKEE	STONE	\$39.92
E 101-53000-360 VEHICLE MAINT/EXPENSE	NAPA AUTO PARTS	AIR/OIL/FUEL FILTERS	\$127.61
E 101-53000-360 VEHICLE MAINT/EXPENSE	NAPA AUTO PARTS	BRAKES - #38	\$64.45
E 101-53000-360 VEHICLE MAINT/EXPENSE	NAPA AUTO PARTS	FUEL FILTER	\$8.45
E 101-53000-360 VEHICLE MAINT/EXPENSE	NAPA AUTO PARTS	OIL/FILTERSELECT TAPE	\$257.40
E 101-53000-360 VEHICLE MAINT/EXPENSE	NAPA AUTO PARTS	OIL/AIR FILTERS/LAMP KIT	\$405.50
E 101-53000-360 VEHICLE MAINT/EXPENSE	NAPA AUTO PARTS	FUEL/OIL/AIR FILTERS	\$241.92
E 101-53000-360 VEHICLE MAINT/EXPENSE	NAPA AUTO PARTS	URETHANE ADHESIVE/ELECT TAPE	\$62.36
E 101-53000-360 VEHICLE MAINT/EXPENSE	NAPA AUTO PARTS	BACK UP ALARM/HOSE FITTINGS	\$132.97
E 101-53000-360 VEHICLE MAINT/EXPENSE	NJ TOOLS LLC	SOFTWARE UPDATE FOR SCANNER	\$950.00
E 101-53000-300 OPERATING SUPPLIES/EXPENSES	OLSEN SAFETY EQUIPMENT CORP	BANDAIDS/IBUPROFEN	\$47.32
E 101-53000-365 BLDGS/GROUNDS MAINT EXPENSE	PIONEER SUPPLY LLC	PAPER TOWELING/TOILET TISSUE	\$87.00
E 101-53000-360 VEHICLE MAINT/EXPENSE	POMP S TIRE SERVICE INC	WHEELS FOR #28	\$390.00
E 101-53000-360 VEHICLE MAINT/EXPENSE	PROVEN POWER INC	BLADES/VALVES/JD WINDOW	\$298.56
E 101-53000-290 OUTSIDE SERVICES/CONTRACTS	RUEKERT & MIELKE	JANUARY ENG - 2018 MS4 ANNUAL REPORT	\$462.75
E 101-53000-290 OUTSIDE SERVICES/CONTRACTS	RUEKERT & MIELKE	JANUARY ENGINEERING	\$955.00
E 101-53000-290 OUTSIDE SERVICES/CONTRACTS	RUEKERT & MIELKE	JANUARY GIS MAINTENANCE	\$1,263.50
E 101-53000-360 VEHICLE MAINT/EXPENSE	TRUCK COUNTRY OF WISCONSIN	FILTERS/EXHAUST PARTS	\$185.57
E 101-53000-360 VEHICLE MAINT/EXPENSE	TRUCK COUNTRY OF WISCONSIN	FILTERS/EXHAUST PARTS	\$452.77
E 101-53000-360 VEHICLE MAINT/EXPENSE	TRUCK COUNTRY OF WISCONSIN	AIR DRYER SWEEPER/FILTER/FAN SWITCH	\$360.70
E 101-53000-220 UTILITY SERVICES	U.S. CELLULAR	MAR-APR CELLULAR	\$115.59
E 101-53000-360 VEHICLE MAINT/EXPENSE	VAN HORN FORD	SEAT PARTS - #30	\$100.50
E 101-53000-360 VEHICLE MAINT/EXPENSE	VAN HORN FORD	PEDAL	\$309.74
E 101-53000-220 UTILITY SERVICES	VERIZON WIRELESS	FEB-MAR SERVICE	\$75.70
E 101-53000-225 STREET LIGHTING	WE ENERGIES	FEB-MAR CAMPUS DR	\$391.02
E 101-53000-225 STREET LIGHTING	WE ENERGIES	JAN-FEB CLOCK	\$26.32
E 101-53000-220 UTILITY SERVICES	WE ENERGIES	FEB-MAR ELECTRIC	\$722.91
E 101-53000-220 UTILITY SERVICES	WE ENERGIES	FEB-MAR GAS	\$1,191.81
E 101-53000-225 STREET LIGHTING	WE ENERGIES	FEB-MAR ST LIGHTING	\$95.29
E 101-53000-430 SNOW & ICE REMOVAL	WINTER EQUIPMENT CO.	PLOW MARKERS/CURBSIDE PLOW BLADE/CURBCAST	\$1,229.75
EXPENSE Descr PUBLIC WORKS			\$22,249.38
EXPENSE Descr RECREATION PROGRAMS/EVENTS			
E 101-55300-300 OPERATING SUPPLIES/EXPENSES	AT&T	MAR-APR PHONE SERVICE	\$19.34
E 101-55300-302 TO THE POINTE DANCE PROGRAM	CRABB, JUDITH	FEBRUARY DANCE CLASSES	\$123.20

Account Descr	Search Name	Comments	Amount
E 101-55300-290 OUTSIDE SERVICES/CONTRACTS	DUMA, KERRY	MODERATE YOGA	\$235.20
E 101-55300-290 OUTSIDE SERVICES/CONTRACTS	DUMA, KERRY	GENTLE YOGA	\$470.40
E 101-55300-290 OUTSIDE SERVICES/CONTRACTS	DUMA, KERRY	YOGA STRENGTH	\$100.80
E 101-55300-290 OUTSIDE SERVICES/CONTRACTS	DUSOLD, CAROL	NIA	\$96.00
E 101-55300-290 OUTSIDE SERVICES/CONTRACTS	DUVAL, SHANNON	KALI STICKS DEMO	\$40.00
E 101-55300-290 OUTSIDE SERVICES/CONTRACTS	FARMER-TIEFENTHALER, SUSAN	ART STUDIO FOR ADULTS	\$2,160.00
E 101-55300-302 TO THE POINTE DANCE PROGRAM	GAYDOS-FEDAK, NINA M	MARCH DANCE CLASSES	\$1,978.50
E 101-55300-302 TO THE POINTE DANCE PROGRAM	HECKEL DANCE LLC	MARCH DANCE CLASSES	\$588.00
E 101-55300-290 OUTSIDE SERVICES/CONTRACTS	ITS IN EVERY DETAIL	MARCH BARRE STRENGTH	\$544.00
E 101-55300-290 OUTSIDE SERVICES/CONTRACTS	ITS IN EVERY DETAIL	BARRE STRETCJ	\$160.00
E 101-55300-290 OUTSIDE SERVICES/CONTRACTS	LAKE COUNTRY FINE ARTS SCHOOL	TROLL HOUSE WORKSHOP	\$400.00
E 101-55300-290 OUTSIDE SERVICES/CONTRACTS	LAKE COUNTRY FINE ARTS SCHOOL	CHILDRENS CLAY WORKSHOP	\$100.00
E 101-55300-290 OUTSIDE SERVICES/CONTRACTS	NEHS, MARK	BRIDGE	\$264.00
E 101-55300-290 OUTSIDE SERVICES/CONTRACTS	OLSEN, MARJORIE	CORE FITNESS/SR - 10 PC	\$268.80
E 101-55300-290 OUTSIDE SERVICES/CONTRACTS	OLSEN, MARJORIE	CORE FITNESS/REG - 10 PC	\$144.00
E 101-55300-290 OUTSIDE SERVICES/CONTRACTS	OLSEN, MARJORIE	SENIOR FITNESS	\$480.00
E 101-55300-290 OUTSIDE SERVICES/CONTRACTS	OSBORNE, SHEILA RAE	SECRETS OF AGELESS SKIN CLASS	\$140.00
E 101-55300-290 OUTSIDE SERVICES/CONTRACTS	OSBORNE, SHEILA RAE	HELP I HAVE NOTHING TO WEAR CLASS	\$120.00
E 101-55300-290 OUTSIDE SERVICES/CONTRACTS	SCHOLTKA, JENNIFER J	ZUMBA	\$1,248.00
E 101-55300-290 OUTSIDE SERVICES/CONTRACTS	SPRECHER, MARIA	QIGONG - 10 PUNCHES	\$48.00
E 101-55300-290 OUTSIDE SERVICES/CONTRACTS	SPRECHER, MARIA	QIGONG - 6 PUNCHES	\$32.00
E 101-55300-290 OUTSIDE SERVICES/CONTRACTS	TOMAN, JULIE	ARTISAN BREAD CLASS	\$210.00
E 101-55300-290 OUTSIDE SERVICES/CONTRACTS	TRANSON, ELYSE	IRISH DANCE - 6 PC	\$48.00
E 101-55300-300 OPERATING SUPPLIES/EXPENSES	U.S. CELLULAR	MAR-APR CELLULAR	\$36.25
E 101-55300-302 TO THE POINTE DANCE PROGRAM	VALERIE CZEKALSKI	MARCH DANCE CLASSES	\$300.30
E 101-55300-290 OUTSIDE SERVICES/CONTRACTS	WEHLAGE, MARY	YOGA FOR LIFE SR - 6 PC	\$28.80
E 101-55300-290 OUTSIDE SERVICES/CONTRACTS	WEHLAGE, MARY	CHAIR YOGA - 6 PC	\$24.00
E 101-55300-290 OUTSIDE SERVICES/CONTRACTS	WEHLAGE, MARY	YOGA FOR LIFE RES - 10 PC	\$384.00
E 101-55300-290 OUTSIDE SERVICES/CONTRACTS	WEHLAGE, MARY	CHAIR YOGA - 10 PC	\$160.00
E 101-55300-290 OUTSIDE SERVICES/CONTRACTS	WEHLAGE, MARY	YOGA FOR LIFE REG - 6 PC	\$32.00
E 101-55300-290 OUTSIDE SERVICES/CONTRACTS	WEHLAGE, MARY	YOGA FOR LIFE SR - 10 PC	\$806.40
EXPENSE Descr RECREATION PROGRAMS/EVENTS			\$11,789.99
EXPENSE Descr SEWER SERVICE			
E 204-53610-290 OUTSIDE SERVICES/CONTRACTS	AMERICAN BUSINESS TECHNOLOGIES	1ST QTR WATER/SEWER BILLS	\$979.96
E 204-53610-385 MAINTENANCE-COLLECT EQP PUMP	AT&T	MAR-APR PHONE SERVICE	\$19.32
E 204-53610-290 OUTSIDE SERVICES/CONTRACTS	DIVERSIFIED BENEFIT SERVICES	MARCH FSA FEES	\$20.73
E 204-53610-380 MAINTENANCE-SEWAGE SYSTEM COLL	MULCAHY/SHAW WATER INC	METER REPAIR	\$2,629.08
E 204-53610-800 CAPITAL OUTLAY	RUEKERT & MIELKE	JANUARY - SUNNYSLOPE SEWER WORK	\$1,266.50
E 204-53610-800 CAPITAL OUTLAY	RUEKERT & MIELKE	JANUARY - CRYSTAL LIFT STATION	\$248.00
E 204-53610-800 CAPITAL OUTLAY	RUEKERT & MIELKE	JAN ENG - MISC SEWER REPAIRS	\$489.50
E 204-53610-385 MAINTENANCE-COLLECT EQP PUMP	U.S. CELLULAR	MAR-APR CELLULAR	\$115.59

Account Descr	Search Name	Comments	Amount
E 204-53610-220 UTILITY SERVICES	WE ENERGIES	FEB-MAR WOODLANDS	\$41.24
E 204-53610-220 UTILITY SERVICES	WE ENERGIES	JAN-FEB SHADOW RIDGE	\$125.53
E 204-53610-220 UTILITY SERVICES	WE ENERGIES	JAN-FEB ARLENE	\$446.00
E 204-53610-220 UTILITY SERVICES	WE ENERGIES	FEB-MAR BRADFORD	\$51.04
E 204-53610-220 UTILITY SERVICES	WE ENERGIES	FEB RUSTIC	\$39.22
E 204-53610-220 UTILITY SERVICES	WE ENERGIES	FEB-MAR HWY 83	\$23.90
E 204-53610-220 UTILITY SERVICES	WE ENERGIES	FEB CRYSTAL	\$86.64
EXPENSE Descr SEWER SERVICE			<u>\$6,582.25</u>
EXPENSE Descr SOUTH IMPERIAL			
E 401-70500-290 OUTSIDE SERVICES/CONTRACTS	RUEKERT & MIELKE	JANUARY ENGINEERING	\$1,694.04
EXPENSE Descr SOUTH IMPERIAL			<u>\$1,694.04</u>
EXPENSE Descr STORM SWR CATCH BASIN REPAIR			
E 401-74075-290 OUTSIDE SERVICES/CONTRACTS	RUEKERT & MIELKE	NOV-JAN ENGINEERING	\$578.00
EXPENSE Descr STORM SWR CATCH BASIN REPAIR			<u>\$578.00</u>
EXPENSE Descr WATER UTILITY			
E 620-53700-923 OUTSIDE SERVICES	AMERICAN BUSINESS TECHNOLOGIES	1ST QTR WATER/SEWER BILLS	\$979.97
E 620-53700-605 MAINTENANCE-WATER SOURCE PLANT	AT&T	MAR-APR PHONE SERVICE	\$19.32
E 620-53700-933 TRANSPORTATION EXPENSES	BADGER TRUCK CENTER INC	REPAIR EXHAUST LEAK	\$301.94
E 620-53700-625 MAINTENANCE OF PUMPING PLANT	BIEBELS TRUE VALUE	PLUMBING SUPPLIES	\$14.09
E 620-53700-625 MAINTENANCE OF PUMPING PLANT	BIEBELS TRUE VALUE	PLUMBING SUPPLIES	\$9.71
E 620-53700-632 WATER TREATMENT-SUPPLIES/EXP	BUMPER TO BUMPER HARTLAND	BELTS FOR STRIPPING TOWER	\$51.18
E 620-53700-923 OUTSIDE SERVICES	DIVERSIFIED BENEFIT SERVICES	MARCH FSA FEES	\$51.82
E 620-53700-650 MAINT-DIST RESERVE/STANDPIPE	HOME DEPOT	SWIVEL BOLT/CLOTHESLINE	\$62.67
E 620-53700-674 METERS	MIDWEST METER INC	CELLULAR REMOTE/444 MERTON AVE	\$203.25
E 620-53700-923 OUTSIDE SERVICES	NORTHERN LAKE SERVICE INC	WELL #3 - VOC ANALYSE	\$60.00
E 620-53700-923 OUTSIDE SERVICES	NORTHERN LAKE SERVICE INC	MARCH BACTI SAMPLES	\$54.00
E 620-53700-923 OUTSIDE SERVICES	NORTHERN LAKE SERVICE INC	WELL #3 SAMPLING	\$20.00
E 620-53700-923 OUTSIDE SERVICES	NORTHERN LAKE SERVICE INC	MARCH BACTI SAMPLES	\$72.00
E 620-53700-923 OUTSIDE SERVICES	NORTHERN LAKE SERVICE INC	INVESTIGATION BACTERIA	\$18.00
E 620-53700-923 OUTSIDE SERVICES	NORTHERN LAKE SERVICE INC	DRINKING WATER SAMPLING	\$2,392.00
E 620-53700-923 OUTSIDE SERVICES	NORTHERN LAKE SERVICE INC	1ST QTR RAW WTR BACTI SAMPLES	\$90.00
E 620-53700-923 OUTSIDE SERVICES	NORTHERN LAKE SERVICE INC	MARCH BACTI SAMPLES	\$54.00
E 620-53700-923 OUTSIDE SERVICES	NORTHERN LAKE SERVICE INC	DRINKING WATER SAMPLING	\$1,760.00
E 620-53700-651 MAINTENANCE OF MAINS	OKAUCHEE REDI-MIX INC	CONCRETE-NORTH & LAWN	\$576.50
E 620-53700-651 MAINTENANCE OF MAINS	OKAUCHEE REDI-MIX INC	SLURRY	\$471.50
E 620-53700-651 MAINTENANCE OF MAINS	OKAUCHEE REDI-MIX INC	SLURRY	\$1,560.00
E 620-53700-651 MAINTENANCE OF MAINS	OKAUCHEE REDI-MIX INC	CONCRETE-NORTH & LAWN	\$412.00
E 620-53700-651 MAINTENANCE OF MAINS	OKAUCHEE REDI-MIX INC	CONCRETE-NORTH & LAWN	\$544.50
E 620-53700-673 TRANS&DIST MAINS	RUEKERT & MIELKE	JANUARY - SUNNYSLOPE UTILITY WORK	\$1,761.50
E 620-53700-678 HYDRANTS	RUEKERT & MIELKE	JANUARY ENGINEERING	\$641.00

Account Descr	Search Name	Comments	Amount
E 620-53700-605 MAINTENANCE-WATER SOURCE PLANT	U.S. CELLULAR	MAR-APR CELLULAR	\$115.59
E 620-53700-625 MAINTENANCE OF PUMPING PLANT	WE ENERGIES	FEB-MAR SUNSHINE	\$18.60
E 620-53700-622 POWER FOR PUMPING	WE ENERGIES	JAN-FEB HILL ST	\$105.19
E 620-53700-625 MAINTENANCE OF PUMPING PLANT	WE ENERGIES	FEB-MAR PENBROOK	\$54.57
E 620-53700-622 POWER FOR PUMPING	WE ENERGIES	FEB-MAR PENBROOK	\$273.53
E 620-53700-622 POWER FOR PUMPING	WE ENERGIES	FEB-MAR COVENTRY	\$111.24
E 620-53700-622 POWER FOR PUMPING	WE ENERGIES	FEB-MAR SUNSHINE	\$1,824.45
E 620-53700-625 MAINTENANCE OF PUMPING PLANT	WE ENERGIES	FEB-MAR #3 PUMPHOUSE	\$103.28
E 620-53700-622 POWER FOR PUMPING	WE ENERGIES	FEB-MAR MANCHESTER	\$1,425.48
E 620-53700-622 POWER FOR PUMPING	WE ENERGIES	FEB-MAR SUNNYSLOPE	\$965.38
E 620-53700-930 MISC GENERAL EXPENSES	WI DEPT OF NATURAL RESOURCES	MUNI WATERWORKS OPERATOR CERT/SCHLAFER	\$45.00
EXPENSE Descr WATER UTILITY			<u>\$17,223.26</u>
			<u>\$221,147.18</u>

**VILLAGE OF HARTLAND
LICENSES AND PERMITS
APRIL 8, 2019**

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

Barrin Donovan Griffin
Jennifer Marie Watel
Domanic Demitri Arendt
Jennifer Braatz
Shannon L. McCarroll

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

ITEMS RELATED TO THE ANNUAL STREET DANCE

Street Use Permit

Applicant: Hartland Chamber of Commerce
Date: Saturday, July 20, 2019
Time of closure: 12:00 noon- 1:00 am (July 21)

See attached letter from the Chamber of Commerce regarding the event. The Certificate of Insurance for this event has been received.

Temporary Class B Beer/Wine Permit

The Hartland Chamber of Commerce will sell beer and wine on Saturday, July 20, 2019 with stand located near the 151-155 E. Capitol Drive address.

Public Dance License Application

Applicant: Hartland Chamber of Commerce
Date: Saturday, July 20, 2019
Time: 5:30 pm - 11:00 pm

Temporary Operator Licenses for Annual Street Dance

Ronald C. Nollen, Jr.

Street Use Permits

Applicant: Beer Snobs Ale & Eats
Location: 122 Cottonwood Ave.
Date: June 15 (Snob Fest), August 17 (Snob Fair) and September 21 (Oktoberfest)
Time: Noon to midnight



300 Cottonwood Ave., Ste. 12
Hartland, WI 53029
(262) 367-7059
chamberdirector@hartland-wi.org
www.hartland-wi.org

CHAMBER OF COMMERCE

March 1, 2019

Village of Hartland
210 Cottonwood Avenue
Hartland, WI 53029

To Whom It May Concern:

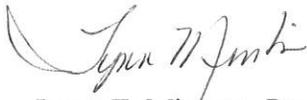
Per Village requirements, the Hartland Chamber of Commerce respectfully submits the following information in regards to the annual Street Dance to be held July 20, 2019.

1. A drawing with required specifications is attached.
2. Operations Plan:
 - a. The Hartland Police Department takes care of all traffic related issues. A member of the police department is invited to our committee meetings and is well-informed as it relates to their staffing needs and associated responsibilities.
 - b. Set-up/tear-down for the event is done with a volunteer staff of chamber directors, ambassadors and members. We are requesting that set-up begin at 12 noon when street barricades are set on E. Capitol Drive at Church Street, Goodwin Avenue and North Avenue. Tear-down begins approximately 11:15 pm and is scheduled to be completed by 1:00 am - this timeframe is directly correlated to the band tear down efforts. Chamber volunteers will pick up large portions of trash, including bottles, during the tear down. Chamber members return the following morning for another walk-through of the surrounding blocks to pick-up litter that was not visible during the evening hours. As in the past, we hope the Village will agree to use the street sweeper on the Monday morning following the dance.
 - c. The Hartland Police Department provides security and staffs officers accordingly.
 - d. The Hartland Police Department determines access for emergency vehicles and uses officers as necessary. Volunteer chamber staff works with the police to help where appropriate.
 - e. Locations of portable restrooms are on attached map.
 - f. Electrical runs are from outside the east wall of the Keller Williams building. We are checking as to the best scenario to alleviate tripping hazards.
 - g. A tent stage is planned for the band (see location of band on attached map).
 - h. The band provides the audio equipment used at all their public performances.
3. Certificate of Insurance is attached.
4. Attendees can park in any lot with public access or use surrounding streets.

5. The bar is located near the sidewalk in front of the Capitol Professional Building at 155 E. Capitol Drive. There is restricted access so bartenders can monitor the area near the beverage truck. Tables are set on the sidewalks at 139 E. Capitol Drive. The sidewalk remains open except for having to walk around the bar. Caution tape is strung so only staff is allowed behind the bar.
6. The Hartland Police Department is aware of the need for potential access to a fire hydrant or Village Utility.

The chamber can be reached at 367-7059 with any further questions and we would welcome participation from a Village representative at future Street Dance committee meetings to help keep you informed.

Regards,



Lynn T. Minturn, President
Hartland Chamber of Commerce

cc: Donna Dorau, Street Dance Committee Chair



Date: 3/12/19
Rec #: 205069

**STREET USE PERMIT
APPLICATION
FOR LARGE SCALE EVENTS**

(Three (3) or more City Blocks, or More than 1,200 Feet)

**APPLICATION MUST BE RECEIVED AT THE ADMINISTRATIVE OFFICES AT LEAST 30 DAYS IN
ADVANCE OF THE DATE OF THE EVENT**

\$50.00 FEE

Nonrefundable application fee is required at time of filing

Sponsoring Agency (if applicable) HARTLAND CHAMBER OF COMMERCE
Street Address 300 COTTONWOOD AVE. STE 12, HARTLAND WI
Web Page and/or e-mail address chamberdirector@hartland-wi.org
Phone No. 262-367-7059 Fax No. _____

Contact Person LYNN MINTURN / DONNA DORAU
Street Address (if different than above) _____
E-mail Address FOR DONNA donna.d@villageofhartland.com
Phone No. 262-367-7059 Fax No. _____

Street name and block numbers (attach map and diagram)
E. CAPITOL DR. (SEE ATTACHED)

Date(s) of Closure/Use SATURDAY July 20, 2019 Rain Date? NONE
Hours of Closure/Use 12 NOON - 1:00 AM Estimated Attendance 3000-

Describe Event (include time table indicating hours of set up and tear down if applicable)
SEE ATTACHED LETTER

Additional permits are required for the following activities - applications available at the Village Administrative office:

Sale of beer and/or wine - Class "B" Picnic Beer/Wine License \$10

Signature of Applicant [Signature] Date 3.1.19
(Falsification of information will result in denial of permit)

**IMPORTANT! - PLEASE ATTACH CERTIFICATE OF INSURANCE
WITH VILLAGE OF HARTLAND LISTED AS AN ADDITIONAL INSURED**

Return completed application and \$50 application fee to:
Village of Hartland, 210 Cottonwood Avenue, Hartland, WI 53029
(Phone 262-367-2714)

OVER →



CERTIFICATE OF LIABILITY INSURANCE

OP ID: SS

DATE (MM/DD/YYYY)

02/26/2019

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Icon Insurance Service Corp W359 N5002 Brown St, Suite 103 Oconomowoc, WI 53066 Sandra E Spanaus		CONTACT NAME: PHONE (A/C, No, Ext): E-MAIL ADDRESS: PRODUCER CUSTOMER ID #: HARTL-1	
INSURED Hartland Chamber of Commerce 300 Cottonwood Ave Suite 12 Hartland, WI 53029		INSURER(S) AFFORDING COVERAGE INSURER A: Hartford INSURER B: INSURER C: INSURER D: INSURER E: INSURER F:	
		NAIC #	

COVERAGES **CERTIFICATE NUMBER:** **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSR	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC	X		83SBAAB5412	10/09/2018	10/09/2019	EACH OCCURRENCE \$ 2,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 1,000,000 MED EXP (Any one person) \$ 10,000 PERSONAL & ADV INJURY \$ 2,000,000 GENERAL AGGREGATE \$ 4,000,000 PRODUCTS - COMP/OP AGG \$ 4,000,000
A	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> HIRED AUTOS <input checked="" type="checkbox"/> NON-OWNED AUTOS			83SBAAB5412	10/09/2018	10/09/2019	COMBINED SINGLE LIMIT (Ea accident) \$ 2,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (PER ACCIDENT) \$ \$ \$
	<input type="checkbox"/> UMBRELLA LIAB <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> DEDUCTIBLE <input type="checkbox"/> RETENTION \$						<input type="checkbox"/> OCCUR <input type="checkbox"/> CLAIMS-MADE EACH OCCURRENCE \$ AGGREGATE \$ \$ \$
A	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory In NH) <input type="checkbox"/> Y <input type="checkbox"/> N If yes, describe under DESCRIPTION OF OPERATIONS below		N/A	83WECAB8SYL	10/09/2018	10/09/2019	<input checked="" type="checkbox"/> WC STATUTORY LIMITS <input type="checkbox"/> OTHER E.L. EACH ACCIDENT \$ 100,000 E.L. DISEASE - EA EMPLOYEE \$ 100,000 E.L. DISEASE - POLICY LIMIT \$ 500,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (Attach ACORD 101, Additional Remarks Schedule, if more space is required)
For event on: July 20 2019 Hartland Street Dance Certificate holder is listed as additional insured.

CERTIFICATE HOLDER Village Of Hartland 210 Cottonwood Avenue Hartland, WI 53029		CANCELLATION SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.	
		AUTHORIZED REPRESENTATIVE Sandra E Spanaus	

Date approved or denied: _____
 Any conditions specified: _____

PETITION

We, the undersigned residents of the _____ hundred block(s) of _____ Street in the Village of Hartland, hereby consent to the recreational use of this street between the hours of 12 NOON and 1:00 AM on SAT. JULY, the 20 day of 2019, for the purpose of HARTLAND STREET DANCE, and do hereby petition the Village of Hartland to grant a Street Use Permit for use of the said portion of said street for said purpose and do hereby agree to abide by such conditions of such use in the Village of Hartland.

Barricades and "Road Closed" sign can be obtained from a traffic control rental vendor or at cost by the DPW, subject to availability and with at least 48 hours notice (262-367-2714).

The responsible person or persons who shall sign an application for a Street Use Permit on our behalf is/are as follows:

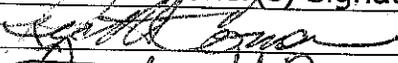
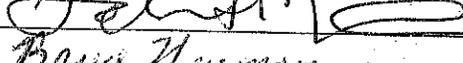
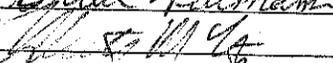
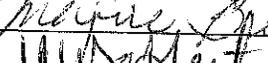
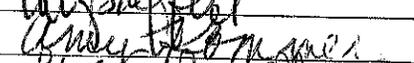
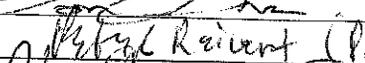
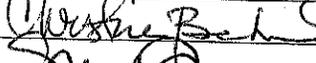
NAME(S) LYAN MINTURN

TITLE PRESIDENT

ADDRESS 200 COTONWOOD AVE. STE. 12 HARTLAND, WI 53029

PHONE (daytime) 262-367-7059 (evening) _____

ORGANIZATION/GROUP SPONSORING EVENT HARTLAND CHAMBER OF COMMERCE

Petitioner(s) Signature	Petitioner(s) Address
	109 E CAPITAL DR.
	111 E Capital DR
	121 E Capital Dr.
	129 E Capital Dr
	131 E CAPITAL DR
	139 E Capital Dr
	139 E Capital Dr.
	151 E Capital Dr
	151 E Capital Dr.
	122 E Capital Dr.
	220 E. Capital Drive
	200 E Capital Dr
	213 E Capital Dr
	207 E Capital Dr.
	163 E Capital Drive

Date approved or denied: _____
 Any conditions specified: _____

PETITION

We, the undersigned residents of the _____ hundred block(s) of _____ Street in the Village of Hartland, hereby consent to the recreational use of this street between the hours of 12 Noon and 1:00 AM on SAT. JULY, the 20 day of 2019, for the purpose of HARTLAND STREET DANCE, and do hereby petition the Village of Hartland to grant a Street Use Permit for use of the said portion of said street for said purpose and do hereby agree to abide by such conditions of such use in the Village of Hartland.

Barricades and "Road Closed" sign can be obtained from a traffic control rental vendor or at cost by the DPW, subject to availability and with at least 48 hours notice (262-367-2714).

The responsible person or persons who shall sign an application for a Street Use Permit on our behalf is/are as follows:

NAME(S) LYNN MINTURN

TITLE PRESIDENT

ADDRESS 300 COTONWOOD AVE. STE. 12 HARTLAND, WI 53029

PHONE (daytime) 262-367-7059 (evening) _____

ORGANIZATION/GROUP SPONSORING EVENT HARTLAND CHAMBER OF COMMERCE

Petitioner(s) Signature	Petitioner(s) Address
<u>Elizabeth Duga</u>	<u>155 E Capitol Drive Ste 2</u>
<u>[Signature]</u>	<u>185 E Capitol Dr Ste 3</u>
<u>Ben Barank</u>	<u>155 E. Capitol Dr. Ste. 1</u>
<u>[Signature]</u>	<u>155 E. Cap. Drive Ste 6B</u>
<u>[Signature]</u>	<u>100 E Capitol Ave</u>
<u>[Signature]</u>	<u>128 E. Capitol Dr.</u>
<u>[Signature]</u>	<u>150 E. Capitol Drive</u>
<u>[Signature]</u>	<u>142 E. Capitol Drive</u>
<u>[Signature]</u>	<u>142 E. Capitol Drive, Hartland</u>
<u>[Signature]</u>	<u>130 E. Capitol Dr - Suite #1</u>
<u>Robin [Signature]</u>	<u>119 E Capitol Drive, Hartland</u>
<u>CLAUDIA MINOT</u>	<u>112 E CAPITOL DR Hartland</u>
<u>R HOPWOOD</u>	<u>130 E Capitol Dr. Hartland</u>

APPLICATION FOR TEMPORARY CLASS "B"/"CLASS B" RETAILER'S LICENSE

See Additional Information on reverse side. Contact the municipal clerk if you have questions.

FEE \$ 10.00

Application Date: _____

Town Village City of HARTLAND County of WAUKESHA

The named organization applies for: (check appropriate box(es))

- A Temporary Class "B" license to sell fermented malt beverages at picnics or similar gatherings under s. 125.26(6), Wis. Stats.
 A Temporary "Class B" license to sell wine at picnics or similar gatherings under s. 125.51(10), Wis. Stats.

at the premises described below during a special event beginning JULY 20, 2019 and ending JULY 20, 2019 and agrees to comply with all laws, resolutions, ordinances and regulations (state, federal or local) affecting the sale of fermented malt beverages and/or wine if the license is granted.

X CHAMBER OF COMMERCE

1. ORGANIZATION (check appropriate box) Bona fide Club Church Lodge/Society Veteran's Organization Fair Association

(a) Name HARTLAND CHAMBER OF COMMERCE

(b) Address 300 COTONWOOD AVE. STE 12 HARTLAND WI 53029
(Street)

(c) Date organized 1950 Town Village City

(d) If corporation, give date of incorporation 1950

(e) If the named organization is not required to hold a Wisconsin seller's permit pursuant to s. 77.54 (7m), Wis. Stats., check this box:

(f) Names and addresses of all officers:

President LYNN MINTURN, 300 COTONWOOD AVE. STE 12, HARTLAND

CHAIR Vice President MATT GAULKE, GREAT MIDWEST BANK, 600 HARTBROOK DR HARTLAND

Secretary LYNN MINTURN, SAME

Treasurer MARK HAYES H&P CPAs 365 COTONWOOD AVE STE A HARTLAND

(g) Name and address of manager or person in charge of affair:
LYNN MINTURN / DONNA DORKA 300 COTONWOOD AVE STE 12 HARTLAND

2. LOCATION OF PREMISES WHERE BEER AND/OR WINE WILL BE SOLD:

(a) Street number E. CAPITOL DR. (SEE ATTACHED MAP) NEAR 151-155 E. CAPITOL DR.

(b) Lot _____ Block _____

(c) Do premises occupy all or part of building? _____

(d) If part of building, describe fully all premises covered under this application, which floor or floors, or room or rooms, license is to cover: _____

3. NAME OF EVENT

(a) List name of the event HARTLAND STREET DANCE

(b) Dates of event JULY 19-20, 2019 NEED TO INCLUDE JULY 19 SO WINE DELIVERY CAN TAKE PLACE AT CHAMBER AS BEVERAGE COMPANY WON'T DELIVER ON SATURDAY

The Officer(s) of the organization, individually and together, declare under penalties of law that the information provided in this application is true and correct to the best of their knowledge and belief.

DECLARATION

CAN TAKE PLACE AT CHAMBER AS BEVERAGE COMPANY WON'T DELIVER ON SATURDAY

Officer [Signature]
(Signature/date)

HARTLAND CHAMBER OF COMMERCE
(Name of Organization)

Officer _____
(Signature/date)

Officer _____
(Signature/date)

Date Filed with Clerk _____

Officer _____
(Signature/date)

Date Granted by Council _____

Date Reported to Council or Board _____

License No. _____

VILLAGE OF HARTLAND

210 Cottonwood Avenue
Hartland, WI 53029

Phone: 262-367-2714
Fax: 262-367-2430

FEE: \$50	3/14/19
Receipt No.	205099
License Number	_____

Public Dance License Application

(Pursuant to Village of Hartland Municipal Code Sec. 10-206 – 10-232)

For the license period of July 1, 201_ through June 30, 201_

Please Print:

Name of Business HARTLAND CHAMBER OF COMMERCE

Address of Business 300 COTTONWOOD AVENUE, STE 12

Business Phone 262.367.7059

Applicant's Name LYNN MINTURN

Applicant's Address 300 COTTONWOOD AVENUE STE 12

Applicant's Phone 262.367.7059 Email chamberdirector@hartland-wi.org

Signature of Applicant Lynn Minturn

Date of Application 3.14.19

Address of Property Where Public Dance Will Be Held:
E. CAPITOL DRIVE : CHURCH STREET to NORTH AVENUE

Date of the Event: SATURDAY, July 20, 2019

Time of Event: 5:30 - 11:00 PM

Class "B" Malt and Liquor License or Temporary "Class B" Held by:
HARTLAND CHAMBER OF COMMERCE

★ **Attach a diagram showing exterior boundaries of the parking area and the total number of vehicles which can be accommodated if dance is held inside a licensed premise.** N/A ★



STREET USE PERMIT APPLICATION

Date: 3/8/19
Rec.#: 205036

(For Events Less than 3 Blocks – Residential Neighborhood Events)

\$30.00 FEE (NOT REFUNDABLE)

We, the undersigned residents of the _____ hundred block(s) of _____ Street in the Village of Hartland, hereby consent to the recreational use of this street between the hours of NOON and Midnight on 15, the June day of 2019, for the purpose of _____, and do hereby petition the Village of Hartland to grant a Street Use Permit for use of the said portion of said street for said purpose and do hereby agree to abide by such conditions of such use in the Village of Hartland.

Barricades and "Road Closed" sign can be obtained from a traffic control rental vendor or at cost by the DPW, subject to availability and with at least 48 hours notice (262-367-2714).

The responsible person or persons who shall sign an application for a Street Use Permit on our behalf is/are as follows:

NAME(S) Steve Berger
TITLE Owner
ADDRESS 112 Cottonwood Ave HARTLAND, WI
PHONE (daytime) 262/367-6627 (evening) 262/777-0114
ORGANIZATION/GROUP SPONSORING EVENT Bear Snobs

Petitioner(s) Signature	Petitioner(s) Address
<u>Hauptfleisch</u>	<u>Hartland Inn</u>
<u>Shaw Bey</u>	<u>Beer Snobs Ale + Eats</u>
	<u>SNOP FEST</u>

Received by _____	(Office use only)	FEE: \$30.00
Date _____		Receipt No. <u>205036</u>
Approved this _____ day of _____, 20____		



STREET USE PERMIT APPLICATION

Date: 3/8/19
Rec.#: 205036

(For Events Less than 3 Blocks – Residential Neighborhood Events)

\$30.00 FEE (NOT REFUNDABLE)

We, the undersigned residents of the _____ hundred block(s) of _____ Street in the Village of Hartland, hereby consent to the recreational use of this street between the hours of Noon and Midnight on August, the 17 day of 2019, for the purpose of _____, and do hereby petition the Village of Hartland to grant a Street Use Permit for use of the said portion of said street for said purpose and do hereby agree to abide by such conditions of such use in the Village of Hartland.

Barricades and "Road Closed" sign can be obtained from a traffic control rental vendor or at cost by the DPW, subject to availability and with at least 48 hours notice (262-367-2714).

The responsible person or persons who shall sign an application for a Street Use Permit on our behalf is/are as follows:

NAME(S) Steve Berger
TITLE Owner
ADDRESS 122 Cottonwood Ave HARTLAND, WI
PHONE (daytime) 262/367-6627 (evening) 262/777-0114
ORGANIZATION/GROUP SPONSORING EVENT Beer Snobs

Petitioner(s) Signature	Petitioner(s) Address
<u>[Signature]</u>	<u>Hartland Inn</u>
<u>[Signature]</u>	<u>Beer Snobs Ale + Eats</u>
	<u>SNOB FAIR</u>

Received by _____	(Office use only)	FEE: \$30.00
Date _____		Receipt No. <u>205036</u>
Approved this _____ day of _____, 20____		



JUNE 28 - JUNE 30
NIXON PARK

Friday, June 28, 4:00 pm – 11:00 pm

Arts & Crafts Vendors	4:00 - 8:45 pm
Lake Country Beer Garden	4:00 – 9:00 pm
Food and Beverages	4:00 – 9:00 pm
Hartland Community Band Concert	6:30 - 8:00 pm

HOMETOWN CELEBRATION
FIREWORKS 9:30 pm



Live music by Granny Shot	9:00 - 11:00 pm
---------------------------	-----------------

Food by Hartland Kiwanis Club, Sweet Corn at American Legion-Post 294, Kettle Corn by Parkview General, and Frozen Treats by Kona Ice

Saturday, June 29 8:30 am – 9:00 pm

Family 5K Run/Walk	8:30 am
*Registration required	
Lake Country Beer Garden	Noon – 9:00 pm

Sunday, June 30, 1:30 pm

Lake Country Beer Garden	Noon – 9:00 pm
--------------------------	----------------



HOMETOWN CELEBRATION
PARADE 1:30 pm



110 E. Park Ave., Hartland, WI 53029

Food Truck Fundraiser/Kick off to Summer Reading Program

Friday June 7, 5-8 pm Nixon Park

We here at the library, are looking for a way to promote our Summer Reading Program and library services. Increased programming results in increased circulation, which directly results in increased funding. In March of 2018, we had 8 children's programs with 79 participants. In March of 2019, we had 33 children's programs with 797 participants. This would explain why our circulation is up almost 5% from last March. Engaging the community and promoting the library will help us increase our use, and our service to the community. We are proposing a Food Truck Fundraiser as a kick off to our Summer Reading Program. We would invite food trucks from Waukesha County and surrounding areas, to come to this free event.

We would be asking the food trucks (6-10) to donate a portion of their sales to the Friends of the Hartland Public Library, who support our Summer Reading program each year with over \$2,000. The Friends group will also pay for any marketing materials for this event.

The library would have a small tent set up to offer: new card registration, Summer Reading Program signup, and a few items from our collection. We would also have a few yard games set up around the area. The Library board also suggested we keep the library open later that evening.

The Park Board suggested we park the trucks along the pedestrian walkway north of the Fine Arts stage. This would allow the customer lines to form safely on the grass. This would also allow the event to flow between the park, beer garden, and splash pad area.



Village of Hartland

Police Department
210 Cottonwood Avenue
Hartland, WI 53029
Emergency Dial 911
Non-Emergency (262) 367-2323
Fax (262) 369-2224

Torin J. Misko
Chief of Police

Rosario J. Collura
Deputy Chief of Police

To: Hartland Village Board
Dave Cox, Village Administrator

The Hartland Police Department has been awarded a grant under the National Criminal History Program and the Wisconsin Department of Justice to purchase and install a LiveScan electronic fingerprint capture device. Currently the Hartland Police Department captures fingerprints through rolling ink fingerprints on paper that are then mailed to the Department of Justice for processing.

The following efficiencies would be realized by upgrading to the LiveScan device.

1. Fingerprints would be gathered digitally and sent to the Department of Justice electronically instead of ink fingerprints being rolled onto paper cards and being mailed or taken to the Department of Justice.
2. Fingerprints would be evaluated immediately and the device would indicate if the image was of proper quality to be analyzed by the lab opposed to the fingerprint card being mailed or taken to the lab and not finding out if the quality of the fingerprint was able to be analyzed until a technician evaluated the fingerprint.
3. If mistakes are made on the electronic system that specific error can be erased and retaken instead of starting all over on a new paper fingerprint card.
4. An individual can be quickly identified through the 2-Finger Fast ID feature on the electronic system as long as their fingerprints are already on file.
5. Mug Shots can also be captured and transmitted electronically.

The LiveScan device would cost \$14,862 for the equipment, installation, and training. The Department of Justice would reimburse the Village of Hartland 90% of the total cost.

Respectfully,

Torin J. Misko
Chief of Police
Hartland Police Department



STATE OF WISCONSIN
DEPARTMENT OF JUSTICE

Josh Kaul
Attorney General

Room 114 East, State Capitol
PO Box 7857
Madison WI 53707-7857
(608) 266-1221
TTY 1-800-947-3529

NATIONAL CRIMINAL HISTORY IMPROVEMENT PROGRAM
LiveScan Project
2018-NC-01-14999

The Wisconsin Department of Justice (DOJ), hereby awards to **Village of Hartland**, (hereinafter referred to as the **Grantee**), the amount of **\$14,862** for programs or projects pursuant to the federal Omnibus Safe Streets and Crime Control Act of 1968, as amended.

This grant may be used until **6/30/2019** for the programs consistent with the budget and general conditions in Attachment A, subject to any limitations or conditions set forth in Attachments B and/or C, if included.

The Grantee shall administer the programs or projects for which this grant is awarded in accordance with the applicable rules, regulations, and conditions of the Wisconsin Department of Justice. The submitted application is hereby incorporated as reference into this award.

This grant shall become effective, and funds may be obligated (unless otherwise specified in Attachments A and/or B) when the Grantee signs and returns one copy of this grant award to the Wisconsin Department of Justice.

BY: Joshua L. Kaul
JOSHUA L. KAUL
Attorney General
Wisconsin Department of Justice

02/25/19
Date

The (Grantee), **Village of Hartland**, hereby signifies its acceptance of the above-described grant on the terms and conditions set forth above or incorporated by reference therein.

GRANTEE: **Village of Hartland**

BY: _____

NAME: **Jeffrey Pfannerstill**

TITLE: **President**

Date

**WISCONSIN DEPARTMENT OF JUSTICE
ATTACHMENT A**

Grantee: Village of Hartland

Project Title: LiveScan Project

CFDA #16.738

Grant Period: From 3/1/2019

To 6/30/2019

Grant Number: 2018-NC-01-14999

Program Area:

01

APPROVED BUDGET

See your Egrants Application for details

	Federal & Match
Personnel	
Employee Benefits	
Travel (Including Training)	
Equipment	
Supplies & Operating Expenses	
Consultants	\$14,862
Other	
FEDERAL TOTAL	\$13,376
MATCH TOTAL	\$1,486
TOTAL APPROVED BUDGET	\$14,862

Award General Conditions:

1. Award funds will be used to supplement, not supplant, planned or allocated funds.
2. To be allowable under a grant program, all funds (federal and cash match) must be obligated (purchase order issued) or paid for services provided during the grant period. If obligated by the end of the grant period, payment must be made within 60 days of the grant period ending date.
3. Budget changes in excess of 10% of the approved line item amount and **any** increases for personnel compensation not included in the approved budget require approval from DOJ. **All changes to the contractual category require prior DOJ approval.**
4. Subgrantees acknowledge that failure to submit an acceptable Equal Employment Opportunity Plan (if required to submit one pursuant to 28 CFR 42.302) that is approved by the Federal Office of Civil Rights, is a violation of its Certified Assurances and may result in the suspension of the grant.
5. Grant funds will be paid to the grantee on a reimbursement basis.
6. Any changes in personnel involved with the grant including the project director, financial officer and/or signatory needs to be reported in a modification to DOJ via Egrants.
7. Fees for independent consultants may not exceed the federal rate of \$650 per eight-hour day, unless prior approval is received from DOJ.
8. All income generated as a direct result of an agency funded project shall be deemed program income. Program income must be used for the purpose and under the conditions applicable to the award. Program income should be used as earned and expended as soon as possible. If the cost is allowable under the Federal grant program, then the cost would be allowable using program income. All program income must be reported to DOJ.
9. Reimbursement for travel (i.e. mileage, meals, and lodging) is limited to state rates.
10. Recipient fully understands that DOJ has the right to suspend or terminate grant funds to any recipient that fails to conform to the requirements (special/general conditions and general operating policies) or that fails to comply with the terms and conditions of its grant award.
11. The Wisconsin Department of Justice reserves the right to withhold grant payments if the grant recipient is delinquent paying any obligation to the Department of Justice such as background check fees, etc.

12. All awards are subject to the availability of appropriated funds and to any modifications or additional requirements that may be imposed by law.
13. Please be advised that a hold may be placed on any application or grant payment if it is deemed that an agency is not in good standing on other Wisconsin Department of Justice (DOJ) grants, has other grants compliance issues that would make the applicant agency ineligible to receive DOJ funding, and/or is not cooperating with an ongoing DOJ grant review or audit.
14. A hold may also be placed on any application or grant payment if it is deemed that an agency is not in compliance with federal civil rights laws and/or is not cooperating with an ongoing federal civil rights investigation.

RSC

**NATIONAL CRIMINAL HISTORY IMPROVEMENT PROGRAM
ACKNOWLEDGEMENT NOTICE**

Grantee: Village of Hartland Date March 2019
Project Title: LiveScan Project Grant No. 2018-NC-01-14999

The following reporting requirements apply to your grant award.

QUARTERLY PERFORMANCE MEASURE REPORTS must be submitted on a scheduled basis and must be completed in the federal web-based Performance Measurement Tool (PMT). Additional information on this system and instructions will be provided by DOJ. Performance Measure reports on the status of your project are due in the PMT on:

NOTE: Reports due 04/12 includes January, February and March program activity.
Reports due 07/12 includes April, May and June program activity.
Reports due 10/12 includes July, August and September program activity.
Reports due 01/12 includes October, November and December program activity.

PROGRESS REPORTS must be submitted on a scheduled basis and should be completed in Egrants. Narrative reports on the status of your project are due to DOJ on:

04/12/19 07/12/19 FINAL

NOTE: Reports due 04/12 includes January, February and March program activity.
Reports due 07/12 includes April, May and June program activity.
Reports due 10/12 includes July, August and September program activity.
Reports due 01/12 includes October, November and December program activity.

FINANCIAL REPORTS serve two functions: to report fiscal status and to request funds. The Financial Report (G2) form can be found on the DOJ website: <http://www.doj.state.wi.us/>, scroll to the bottom of the website, under Resources, (in blue) and click on Grants. **Please attach copies of all invoices to G-2 report for all equipment purchases.**

04/12/19 07/12/19 FINAL

NOTE: Reports due 04/12 includes January, February and March program activity.
Reports due 07/12 includes April, May and June program activity.
Reports due 10/12 includes July, August and September program activity.
Reports due 01/12 includes October, November and December program activity.

OTHER: Complete and return Certified Assurances and Lobbying/Debarment Forms, enclosed

ACKNOWLEDGEMENT

The materials referenced above were received and reviewed by the appropriate members of this organization. I also acknowledge receipt of the Grant Award and any attached Special Conditions, as well as receipt of the General Conditions which were previously provided in the Instructions for Filing and Application. I understand that this grant is awarded subject to our compliance with all Conditions, Regulations, and Obligations described in the above materials.

4-3-2019
Date

R. Collura
Rosario Collura

, Project Director

**CERTIFICATIONS REGARDING LOBBYING; DEBARMENT, SUSPENSION AND OTHER RESPONSIBILITY MATTERS; AND DRUG-FREE
WORKPLACE REQUIREMENTS**

Applicants should refer to the regulations cited below to determine the certification to which they are required to attest. Applicants should also review the instructions for certification included in the regulations before completing this form. The certifications shall be treated as a material representation of fact upon which reliance will be placed when the U.S. Department of Justice ("Department") determines to award the covered transaction, grant, or cooperative agreement.

1. LOBBYING

As required by 31 U.S.C. § 1352, as implemented by 28 C.F.R. Part 69, the Applicant certifies and assures (to the extent applicable) the following:

(a) No Federal appropriated funds have been paid or will be paid, by or on behalf of the Applicant, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the making of any Federal grant, the entering into of any cooperative agreement, or the extension, continuation, renewal, amendment, or modification of any Federal grant or cooperative agreement;

(b) If the Applicant's request for Federal funds is in excess of \$100,000, and any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a member of Congress, an officer or employee of Congress, or an employee of a member of Congress in connection with this Federal grant or cooperative agreement, the Applicant shall complete and submit Standard Form - LLL, "Disclosure of Lobbying Activities" in accordance with its (and any DOJ awarding agency's) instructions; and

(c) The Applicant shall require that the language of this certification be included in the award documents for all subgrants and procurement contracts (and their subcontracts) funded with Federal award funds and shall ensure that any certifications or lobbying disclosures required of recipients of such subgrants and procurement contracts (or their subcontractors) are made and filed in accordance with 31 U.S.C. § 1352.

2. DEBARMENT, SUSPENSION, AND OTHER RESPONSIBILITY MATTERS

A. Pursuant to Department regulations on nonprocurement debarment and suspension implemented at 2 C.F.R. Part 2867, and to other related requirements, the Applicant certifies, with respect to prospective participants in a primary tier "covered transaction," as defined at 2 C.F.R. § 2867.20(a), that neither it nor any of its principals—

(a) is presently debarred, suspended, proposed for debarment, declared ineligible, sentenced to a denial of Federal benefits by a State or Federal court, or voluntarily excluded from covered transactions by any Federal department or agency;

(b) has within a three-year period preceding this application been convicted of a felony criminal violation under any Federal law, or been convicted or had a civil judgment rendered against it for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (Federal, State, tribal, or local) transaction or private agreement or transaction; violation of Federal or State antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, tax evasion or receiving stolen property, making false claims, or obstruction of justice, or commission of any offense indicating a lack of business integrity or business honesty that seriously and directly affects its (or its principals') present responsibility;

(c) is presently indicted for or otherwise criminally or civilly charged by a governmental entity (Federal, State, tribal, or local) with commission of any of the offenses enumerated in paragraph (b) of this certification; and/or

(d) has within a three-year period preceding this application had one or more public transactions (Federal, State, tribal, or local) terminated for cause or default.

B. Where the Applicant is unable to certify to any of the statements in this certification, it shall attach an explanation to this application. Where the Applicant or any of its principals was convicted, within a three-year period preceding this application, of a felony criminal violation under any Federal law, the Applicant also must disclose such felony criminal conviction in writing to the Department (for OJP Applicants, to OJP at Ojpcompliancereporting@usdoj.gov; for OVW Applicants, to OVW at OVW.GFMD@usdoj.gov; or for COPS Applicants, to COPS at AskCOPSRC@usdoj.gov), unless such disclosure has already been made.

3. FEDERAL TAXES

A. If the Applicant is a corporation, it certifies either that (1) the corporation has no unpaid Federal tax liability that has been assessed, for which all judicial and administrative remedies have been exhausted or have lapsed, that is not being paid in a timely manner pursuant to an agreement with the authority responsible for collecting the tax liability, or (2) the corporation has provided written notice of such an unpaid tax liability (or liabilities) to the Department (for OJP Applicants, to OJP at Ojpcompliancereporting@usdoj.gov; for OVW Applicants, to OVW at OVW.GFMD@usdoj.gov; or for COPS Applicants, to COPS at AskCOPSRC@usdoj.gov).

B. Where the Applicant is unable to certify to any of the statements in this certification, it shall attach an explanation to this application.

4. DRUG-FREE WORKPLACE (GRANTEES OTHER THAN INDIVIDUALS)

As required by the Drug-Free Workplace Act of 1988, as implemented at 28 C.F.R. Part 83, Subpart F, for grantees, as defined at 28 C.F.R. §§ 83.620 and 83.650:

A. The Applicant certifies and assures that it will, or will continue to, provide a drug-free workplace by—

(a) Publishing a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance is prohibited in its workplace and specifying the actions that will be taken against employees for violation of such prohibition;

(b) Establishing an on-going drug-free awareness program to inform employees about—

- (1) The dangers of drug abuse in the workplace;
- (2) The Applicant's policy of maintaining a drug-free workplace;
- (3) Any available drug counseling, rehabilitation, and employee assistance programs; and
- (4) The penalties that may be imposed upon employees for drug abuse violations occurring in the workplace;
- (c) Making it a requirement that each employee to be engaged in the performance of the award be given a copy of the statement required by paragraph (a);
- (d) Notifying the employee in the statement required by paragraph (a) that, as a condition of employment under the award, the employee will—
 - (1) Abide by the terms of the statement; and
 - (2) Notify the employer in writing of the employee's conviction for a violation of a criminal drug statute occurring in the workplace no later than five calendar days after such conviction;
 - (e) Notifying the Department, in writing, within 10 calendar days after receiving notice under subparagraph (d)(2) from an employee or otherwise receiving actual notice of such conviction. Employers of convicted employees must provide notice, including position title of any such convicted employee to the Department, as follows:
 For COPS award recipients - COPS Office, 145 N Street, NE, Washington, DC, 20530;
 For OJP and OVW award recipients - U.S. Department of Justice, Office of Justice Programs, ATTN: Control Desk, 810 7th Street, N.W., Washington, D.C. 20531.
 Notice shall include the identification number(s) of each affected award;
 - (f) Taking one of the following actions, within 30 calendar days of receiving notice under subparagraph (d)(2), with respect to any employee who is so convicted:
 - (1) Taking appropriate personnel action against such an employee, up to and including termination, consistent with the requirements of the Rehabilitation Act of 1973, as amended; or
 - (2) Requiring such employee to participate satisfactorily in a drug abuse assistance or rehabilitation program approved for such purposes by a Federal, State, or local health, law enforcement, or other appropriate agency; and
 - (g) Making a good faith effort to continue to maintain a drug-free workplace through implementation of paragraphs (a), (b), (c), (d), (e), and (f).

5. COORDINATION REQUIRED UNDER PUBLIC SAFETY AND COMMUNITY POLICING PROGRAMS

As required by the Public Safety Partnership and Community Policing Act of 1994, at 34 U.S.C. § 10382(c)(5), if this application is for a COPS award, the Applicant certifies that there has been appropriate coordination with all agencies that may be affected by its award. Affected agencies may include, among others, Offices of the United States Attorneys; State, local, or tribal prosecutors; or correctional agencies.

I acknowledge that a materially false, fictitious, or fraudulent statement (or concealment or omission of a material fact) in this certification, or in the application that it supports, may be the subject of criminal prosecution (including under 18 U.S.C. §§ 1001 and/or 1621, and/or 34 U.S.C. §§ 10271-10273), and also may subject me and the Applicant to civil penalties and administrative remedies for false claims or otherwise (including under 31 U.S.C. §§ 3729-3730 and 3801-3812). I also acknowledge that the Department's awards, including certifications provided in connection with such awards, are subject to review by the Department, including by its Office of the Inspector General.

As the duly authorized representative of the applicant, I hereby certify that the applicant will comply with the above certifications.

Hartland Police Department, 210 Cottonwood Avenue, Hartland, Wisconsin, 53029-2017

Grantee Name and Address

LiveScan Project

Project Name

Jeffrey Pfannerstill, President
 Signature of Chief Executive (Co. Board Chair, Co. Executive, Mayor)

Date

CERTIFIED STANDARD ASSURANCES

On behalf of the Applicant, and in support of this application for a grant or cooperative agreement, I certify under penalty of perjury to the U.S. Department of Justice ("Department"), that all of the following are true and correct:

(1) I have the authority to make the following representations on behalf of myself and the Applicant. I understand that these representations will be relied upon as material in any Department decision to make an award to the Applicant based on its application.

(2) I certify that the Applicant has the legal authority to apply for the federal assistance sought by the application, and that it has the institutional, managerial, and financial capability (including funds sufficient to pay any required non-federal share of project costs) to plan, manage, and complete the project described in the application properly.

(3) I assure that, throughout the period of performance for the award (if any) made by the Department based on the application--

- a. the Applicant will comply with all award requirements and all federal statutes and regulations applicable to the award;
- b. the Applicant will require all subrecipients to comply with all applicable award requirements and all applicable federal statutes and regulations; and
- c. the Applicant will maintain safeguards to address and prevent any organizational conflict of interest, and also to prohibit employees from using their positions in any manner that poses, or appears to pose, a personal or financial conflict of interest.

(4) The Applicant understands that the federal statutes and regulations applicable to the award (if any) made by the Department based on the application specifically include statutes and regulations pertaining to civil rights and nondiscrimination, and, in addition--

a. the Applicant understands that the applicable statutes pertaining to civil rights will include section 601 of the Civil Rights Act of 1964 (42 U.S.C. § 2000d); section 504 of the Rehabilitation Act of 1973 (29 U.S.C. § 794); section 901 of the Education Amendments of 1972 (20 U.S.C. § 1681); and section 303 of the Age Discrimination Act of 1975 (42 U.S.C. § 6102);

b. the Applicant understands that the applicable statutes pertaining to nondiscrimination may include section 809(c) of Title I of the Omnibus Crime Control and Safe Streets Act of 1968 (34 U.S.C. § 10228(c)); section 1407(e) of the Victims of Crime Act of 1984 (34 U.S.C. § 20110(e)); section 299A(b) of the Juvenile Justice and Delinquency Prevention Act of 2002 (34 U.S.C. § 11182(b)); and that the grant condition set out at section 40002(b)(13) of the Violence Against Women Act (34 U.S.C. § 12291(b)(13)), which will apply to all awards made by the Office on Violence Against Women, also may apply to an award made otherwise;

c. the Applicant understands that it must require any subrecipient to comply with all such applicable statutes (and associated regulations); and d. on behalf of the Applicant, I make the specific assurances set out in 28 C.F.R. §§ 42.105 and 42.204. (5) The Applicant also understands that (in addition to any applicable program-specific regulations and to applicable federal regulations that pertain to civil rights and nondiscrimination) the federal regulations applicable to the award (if any) made by the Department based on the application may include, but are not limited to, 2 C.F.R. Part 2800 (the DOJ "Part 200 Uniform Requirements") and 28 C.F.R. Parts 22 (confidentiality - research and statistical information), 23 (criminal intelligence systems), 38 (regarding faith-based or religious organizations participating in federal financial assistance programs), and 46 (human subjects protection). (6) I assure that the Applicant will assist the Department as necessary (and will require subrecipients and contractors to assist as necessary) with the Department's compliance with section 106 of the National Historic Preservation Act of 1966 (54 U.S.C. § 306108), the Archeological and Historical Preservation Act of 1974 (54 U.S.C. §§ 312501-312508), and the National Environmental Policy Act of 1969 (42 U.S.C. §§ 4321-4335), and 28 C.F.R. Parts 61 (NEPA) and 63 (floodplains and wetlands). (7) I assure that the Applicant will give the Department and the Government Accountability Office, through any authorized representative, access to, and opportunity to examine, all paper or electronic records related to the award (if any) made by the Department based on the application. (8) I assure that, if the Applicant is a governmental entity, with respect to the award (if any) made by the Department based on the application-- a. it will comply with the requirements of the Uniform Relocation Assistance and Real Property Acquisitions Act of 1970 (42 U.S.C. §§ 4601-4655), which govern the treatment of persons displaced as a result of federal and federally-assisted programs; and b. it will comply with requirements of 5 U.S.C. §§ 1501-1508 and 7324-7328, which limit certain political activities of State or local government employees whose principal employment is in connection with an activity financed in whole or in part by federal assistance. (9) If the Applicant applies for and receives an award from the Office of Community Oriented Policing Services (COPS Office), I assure that as required by 34 U.S.C. § 10382(c)(11), it will, to the extent practicable and consistent with applicable law—including, but not limited to, the Indian Self-Determination and Education Assistance Act—seek, recruit, and hire qualified members of racial and ethnic minority groups and qualified women in order to further effective law enforcement

by increasing their ranks within the sworn positions, as provided under 34 U.S.C. § 10382(c)(11). I acknowledge that a materially false, fictitious, or fraudulent statement (or concealment or omission of a material fact) in this certification, or in the application that it supports, may be the subject of criminal prosecution (including under 18 U.S.C. §§ 1001 and/or 1621, and/or 34 U.S.C. §§ 10271-10273), and also may subject me and the Applicant to civil penalties and administrative remedies for false claims or otherwise (including under 31 U.S.C. §§ 3729-3730 and 3801-3812). I also acknowledge that the Department's awards, including certifications provided in connection with such awards, are subject to review by the Department, including by its Office of the Inspector General.

FEDERAL AWARD CONDITIONS

1. Requirements of the award; remedies for non-compliance or for materially false statements

The conditions of this award are material requirements of the award. Compliance with any certifications or assurances submitted by or on behalf of the recipient that relate to conduct during the period of performance also is a material requirement of this award.

Failure to comply with any one or more of these award requirements -- whether a condition set out in full below, a condition incorporated by reference below, or a certification or assurance related to conduct during the award period -- may result in the Office of Justice Programs ("OJP") taking appropriate action with respect to the recipient and the award. Among other things, the OJP may withhold award funds, disallow costs, or suspend or terminate the award. The Department of Justice ("DOJ"), including OJP, also may take other legal action as appropriate.

Any materially false, fictitious, or fraudulent statement to the federal government related to this award (or concealment or omission of a material fact) may be the subject of criminal prosecution (including under 18 U.S.C. 1001 and/or 1621, and/or 34 U.S.C. 10271-10273), and also may lead to imposition of civil penalties and administrative remedies for false claims or otherwise (including under 31 U.S.C. 3729-3730 and 3801-3812).

Should any provision of a requirement of this award be held to be invalid or unenforceable by its terms, that provision shall first be applied with a limited construction so as to give it the maximum effect permitted by law. Should it be held, instead, that the provision is utterly invalid or -unenforceable, such provision shall be deemed severable from this award.

2. Applicability of Part 200 Uniform Requirements

The Uniform Administrative Requirements, Cost Principles, and Audit Requirements in 2 C.F.R. Part 200, as adopted and supplemented by DOJ in 2 C.F.R. Part 2800 (together, the "Part 200 Uniform Requirements") apply to this FY 2018 award from OJP.

The Part 200 Uniform Requirements were first adopted by DOJ on December 26, 2014. If this FY 2018 award supplements funds previously awarded by OJP under the same award number (e.g., funds awarded during or before December 2014), the Part 200 Uniform Requirements apply with respect to all funds under that award number (regardless of the award date, and regardless of whether derived from the initial award or a supplemental award) that are obligated on or after the acceptance date of this FY 2018 award.

For more information and resources on the Part 200 Uniform Requirements as they relate to OJP awards and subawards ("subgrants"), see the OJP website at <https://ojp.gov/funding/Part200UniformRequirements.htm>.

Record retention and access: Records pertinent to the award that the recipient (and any subrecipient ("subgrantee") at any tier) must retain -- typically for a period of 3 years from the date of submission of the final expenditure report (SF 425), unless a different retention period applies -- and to which the recipient (and any subrecipient ("subgrantee") at any tier) must provide access, include performance measurement information, in addition to the financial records, supporting documents, statistical records, and other pertinent records indicated at 2 C.F.R. 200.333.

In the event that an award-related question arises from documents or other materials prepared or distributed by OJP that may appear to conflict with, or differ in some way from, the provisions of the Part 200 Uniform Requirements, the recipient is to contact OJP promptly for clarification.

3. Compliance with DOJ Grants Financial Guide

References to the DOJ Grants Financial Guide are to the DOJ Grants Financial Guide as posted on the OJP website (currently, the "DOJ Grants Financial Guide" available at <https://ojp.gov/financialguide/DOJ/index.htm>), including any updated version that may be posted during the period of performance. The recipient agrees to comply with the DOJ Grants Financial Guide.

4. Reclassification of various statutory provisions to a new Title 34 of the United States Code

On September 1, 2017, various statutory provisions previously codified elsewhere in the U.S. Code were editorially reclassified to a new Title 34, entitled "Crime Control and Law Enforcement." The reclassification encompassed a number of statutory provisions pertinent to OJP awards (that is, OJP grants and cooperative agreements), including many provisions previously codified in Title 42 of the U.S. Code.

Effective as of September 1, 2017, any reference in this award document to a statutory provision that has been reclassified to the new Title 34 of the U.S. Code is to be read as a reference to that statutory provision as reclassified to Title 34. This rule of construction specifically includes references set out in award conditions, references set out in material incorporated by reference through award conditions, and references set out in other award requirements.

5. Requirements related to "de minimis" indirect cost rate

A recipient that is eligible under the Part 200 Uniform Requirements and other applicable law to use the "de minimis" indirect cost rate described in 2 C.F.R. 200.414(f), and that elects to use the "de minimis" indirect cost rate, must advise OJP in writing of both its eligibility and its election, and must comply with all associated requirements in the Part 200 Uniform Requirements. The "de minimis" rate may be applied only to modified total direct costs (MTDC) as defined by the Part 200 Uniform Requirements.

6. Requirement to report potentially duplicative funding

If the recipient currently has other active awards of federal funds, or if the recipient receives any other award of federal funds during the period of performance for this award, the recipient promptly must determine whether funds from any of those other federal awards have been, are being, or are to be used (in whole or in part) for one or more of the identical cost items for which funds are provided under this award. If so, the recipient must promptly notify the DOJ awarding agency (OJP or OVW, as appropriate) in writing of the potential duplication, and, if so requested by the DOJ awarding agency, must seek a budget-modification or change-of-project-scope grant adjustment notice (GAN) to eliminate any inappropriate duplication of funding.

7. Requirements related to System for Award Management and Universal Identifier Requirements

The recipient must comply with applicable requirements regarding the System for Award Management (SAM), currently accessible at <https://www.sam.gov/>. This includes applicable requirements regarding registration with SAM, as well as maintaining the currency of information in SAM.

The recipient also must comply with applicable restrictions on subawards ("subgrants") to first-tier subrecipients (first-tier "subgrantees"), including restrictions on subawards to entities that do not acquire and provide (to the recipient) the unique entity identifier required for SAM registration.

The details of the recipient's obligations related to SAM and to unique entity identifiers are posted on the OJP web site at <https://ojp.gov/funding/Explore/SAM.htm> (Award condition: System for Award Management (SAM) and Universal Identifier Requirements), and are incorporated by reference here.

This condition does not apply to an award to an individual who received the award as a natural person (i.e., unrelated to any business or non-profit organization that he or she may own or operate in his or her name).

8. Requirement to report actual or imminent breach of personally identifiable information (PII)

The recipient (and any "subrecipient" at any tier) must have written procedures in place to respond in the event of an actual or imminent "breach" (OMB M-17-12) if it (or a subrecipient)-- 1) creates, collects, uses, processes, stores, maintains, disseminates, discloses, or disposes of "personally identifiable information (PII)" (2 CFR 200.79) within the scope of an OJP grant-funded program or activity, or 2) uses or operates a "Federal information system" (OMB Circular A-130). The recipient's breach procedures must include a requirement to report actual or imminent breach of PII to an OJP Program Manager no later than 24 hours after an occurrence of an actual breach, or the detection of an imminent breach.

9. All subawards ("subgrants") must have specific federal authorization

The recipient, and any subrecipient ("subgrantee") at any tier, must comply with all applicable requirements for authorization of any subaward. This condition applies to agreements that -- for purposes of federal grants administrative requirements -- OJP considers a "subaward" (and therefore does not consider a procurement "contract").

The details of the requirement for authorization of any subaward are posted on the OJP web site at <https://ojp.gov/funding/Explore/SubawardAuthorization.htm> (Award condition: All subawards ("subgrants") must have specific federal authorization), and are incorporated by reference here.

10. Specific post-award approval required to use a noncompetitive approach in any procurement contract that would exceed \$150,000

The recipient, and any subrecipient ("subgrantee") at any tier, must comply with all applicable requirements to obtain specific advance approval to use a noncompetitive approach in any procurement contract that would exceed the Simplified Acquisition Threshold (currently, \$150,000). This condition applies to agreements that -- for purposes of federal grants administrative requirements -- OJP considers a procurement "contract" (and therefore does not consider a subaward).

The details of the requirement for advance approval to use a noncompetitive approach in a procurement contract under an OJP award are posted on the OJP web site <https://ojp.gov/funding/Explore/NoncompetitiveProcurement.htm> (Award condition: Specific post-award approval required to use a noncompetitive approach in a procurement contract (if contract would exceed \$150,000), and are incorporated by reference here.

11. Requirements pertaining to prohibited conduct related to trafficking in persons (including reporting requirements and OJP authority to terminate award)

The recipient, and any subrecipient ("subgrantee") at any tier, must comply with all applicable requirements (including requirements to report allegations) pertaining to prohibited conduct related to the trafficking of persons, whether on the part of recipients, subrecipients ("subgrantees"), or individuals defined (for purposes of this condition) as "employees" of the recipient or of any subrecipient.

The details of the recipient's obligations related to prohibited conduct related to trafficking in persons are posted on the OJP web site at <https://ojp.gov/funding/Explore/ProhibitedConduct-Trafficking.htm> (Award condition: Prohibited conduct by recipients and subrecipients related to trafficking in persons (including reporting requirements and OJP authority to terminate award)), and are incorporated by reference here.

12. Compliance with applicable rules regarding approval, planning, and reporting of conferences, meetings, trainings, and other events

The recipient, and any subrecipient ("subgrantee") at any tier, must comply with all applicable laws, regulations, policies, and official DOJ guidance (including specific cost limits, prior approval and reporting requirements, where applicable) governing the use of federal funds for expenses related to conferences (as that term is defined by DOJ), including the provision of food and/or beverages at such conferences, and costs of attendance at such conferences.

Information on the pertinent DOJ definition of conferences and the rules applicable to this award appears in the DOJ Grants Financial Guide (currently, as section 3.10 of "Postaward Requirements" in the "DOJ Grants Financial Guide").

13. Requirement for data on performance and effectiveness under the award

The recipient must collect and maintain data that measure the performance and effectiveness of work under this award. The data must be provided to OJP in the manner (including within the timeframes) specified by OJP in the program solicitation or other applicable written guidance. Data collection supports compliance with the Government Performance and Results Act (GPRA) and the GPRA Modernization Act of 2010, and other applicable laws.

14. OJP Training Guiding Principles

Any training or training materials that the recipient -- or any subrecipient ("subgrantee") at any tier -- develops or delivers with OJP award funds must adhere to the OJP Training Guiding Principles for Grantees and Subgrantees, available at <https://ojp.gov/funding/Implement/TrainingPrinciplesForGrantees-Subgrantees.htm>.

15. Effect of failure to address audit issues

The recipient understands and agrees that the DOJ awarding agency (OJP or OVW, as appropriate) may withhold award funds, or may impose other related requirements, if (as determined by the DOJ awarding agency) the recipient does not satisfactorily and promptly address outstanding issues from audits required by the Part 200 Uniform Requirements (or by the terms of this award), or other outstanding issues that arise in connection with audits, investigations, or reviews of DOJ awards.

16. Potential imposition of additional requirements

The recipient agrees to comply with any additional requirements that may be imposed by the DOJ awarding agency (OJP or OVW, as appropriate) during the period of performance for this award, if the recipient is designated as "highrisk" for purposes of the DOJ high-risk grantee list.

17. Compliance with DOJ regulations pertaining to civil rights and nondiscrimination - 28 C.F.R. Part 42

The recipient, and any subrecipient ("subgrantee") at any tier, must comply with all applicable requirements of 28 C.F.R. Part 42, specifically including any applicable requirements in Subpart E of 28 C.F.R. Part 42 that relate to an equal employment opportunity program.

18. Compliance with DOJ regulations pertaining to civil rights and nondiscrimination - 28 C.F.R. Part 54

The recipient, and any subrecipient ("subgrantee") at any tier, must comply with all applicable requirements of 28 C.F.R. Part 54, which relates to nondiscrimination on the basis of sex in certain "education programs."

19. Compliance with DOJ regulations pertaining to civil rights and nondiscrimination - 28 C.F.R. Part 38

The recipient, and any subrecipient ("subgrantee") at any tier, must comply with all applicable requirements of 28 C.F.R. Part 38, specifically including any applicable requirements regarding written notice to program beneficiaries and prospective program beneficiaries.

Among other things, 28 C.F.R. Part 38 includes rules that prohibit specific forms of discrimination on the basis of religion, a religious belief, a refusal to hold a religious belief, or refusal to attend or participate in a religious practice. Part 38 also sets out rules and requirements that pertain to recipient and subrecipient ("subgrantee") organizations that engage in or conduct explicitly religious activities, as well as rules and requirements that pertain to recipients and subrecipients that are faith-based or religious organizations.

The text of the regulation, now entitled "Partnerships with Faith-Based and Other Neighborhood Organizations," is available via the Electronic Code of Federal Regulations (currently accessible at <https://www.ecfr.gov/cgi-bin/ECFR?page=browse>), by browsing to Title 28-Judicial Administration, Chapter 1, Part 38, under e-CFR "current" data.

20. Restrictions on "lobbying"

In general, as a matter of federal law, federal funds awarded by OJP may not be used by the recipient, or any subrecipient ("subgrantee") at any tier, either directly or indirectly, to support or oppose the enactment, repeal, modification, or adoption of any law, regulation, or policy, at any level of government. See 18 U.S.C. 1913. (There may be exceptions if an applicable federal statute specifically authorizes certain activities that otherwise would be barred by law.)

Another federal law generally prohibits federal funds awarded by OJP from being used by the recipient, or any subrecipient at any tier, to pay any person to influence (or attempt to influence) a federal agency, a Member of Congress, or Congress (or an official or employee of any of them) with respect to the awarding of a federal grant or cooperative agreement, subgrant, contract, subcontract, or loan, or with respect to actions such as renewing, extending, or modifying any such award. See 31 U.S.C. 1352. Certain exceptions to this law apply, including an exception that applies to Indian tribes and tribal organizations.

Should any question arise as to whether a particular use of federal funds by a recipient (or subrecipient) would or might fall within the scope of these prohibitions, the recipient is to contact OJP for guidance, and may not proceed without the express prior written approval of OJP.

21. Compliance with general appropriations-law restrictions on the use of federal funds (FY 2018)

The recipient, and any subrecipient ("subgrantee") at any tier, must comply with all applicable restrictions on the use of federal funds set out in federal appropriations statutes. Pertinent restrictions, including from various "general provisions" in the Consolidated Appropriations Act, 2018, are set out at <https://ojp.gov/funding/Explore/FY18AppropriationsRestrictions.htm>, and are incorporated by reference here.

Should a question arise as to whether a particular use of federal funds by a recipient (or a subrecipient) would or might fall within the scope of an appropriations-law restriction, the recipient is to contact OJP for guidance, and may not proceed without the express prior written approval of OJP.

22. Reporting Potential Fraud, Waste, and Abuse, and Similar Misconduct

The recipient and any subrecipients ("subgrantees") must promptly refer to the DOJ Office of the Inspector General (OIG) any credible evidence that a principal, employee, agent, subrecipient, contractor, subcontractor, or other person has, in connection with funds under this award -- (1) submitted a claim that violates the False Claims Act; or (2) committed a criminal or civil violation of laws pertaining to fraud, conflict of interest, bribery, gratuity, or similar misconduct.

Potential fraud, waste, abuse, or misconduct involving or relating to funds under this award should be reported to the OIG by-- (1) mail directed to: Office of the Inspector General, U.S. Department of Justice, Investigations Division, 1425 New York Avenue, N.W. Suite 7100, Washington, DC 20530; and/or (2) the DOJ OIG hotline: (contact information in English and Spanish) at (800) 869-4499 (phone) or (202) 616-9881 (fax).

Additional information is available from the DOJ OIG website at <https://oig.justice.gov/hotline>.

23. Restrictions and certifications regarding non-disclosure agreements and related matters

No recipient or subrecipient ("subgrantee") under this award, or entity that receives a procurement contract or subcontract with any funds under this award, may require any employee or contractor to sign an internal confidentiality agreement or statement that prohibits or otherwise restricts, or purports to prohibit or restrict, the reporting (in accordance with law) of waste, fraud, or abuse to an investigative or law enforcement representative of a federal department or agency authorized to receive such information.

The foregoing is not intended, and shall not be understood by the agency making this award, to contravene requirements applicable to Standard Form 312 (which relates to classified information), Form 4414 (which relates to sensitive compartmented information), or any other form issued by a federal department or agency governing the nondisclosure of classified information.

1. In accepting this award, the recipient—

a. represents that it neither requires nor has required internal confidentiality agreements or statements from employees or contractors that currently prohibit or otherwise currently restrict (or purport to prohibit or restrict) employees or contractors from reporting waste, fraud, or abuse as described above; and

b. certifies that, if it learns or is notified that it is or has been requiring its employees or contractors to execute agreements or statements that prohibit or otherwise restrict (or purport to prohibit or restrict), reporting of waste, fraud, or abuse as described above, it will immediately stop any further obligations of award funds, will provide prompt written notification to the federal agency making this award, and will resume (or permit resumption of) such obligations only if expressly authorized to do so by that agency.

2. If the recipient does or is authorized under this award to make subawards ("subgrants"), procurement contracts, or both--

a. it represents that—

(1) it has determined that no other entity that the recipient's application proposes may or will receive award funds (whether through a subaward ("subgrant"), procurement contract, or subcontract under a procurement contract) either requires or has required internal confidentiality agreements or statements from employees or contractors that currently prohibit or otherwise currently restrict (or purport to prohibit or restrict) employees or contractors from reporting waste, fraud, or abuse as described above; and

(2) it has made appropriate inquiry, or otherwise has an adequate factual basis, to support this representation; and

b. it certifies that, if it learns or is notified that any subrecipient, contractor, or subcontractor entity that receives funds under this award is or has been requiring its employees or contractors to execute agreements or statements that prohibit or otherwise restrict (or purport to prohibit or restrict), reporting of waste, fraud, or abuse as described above, it will immediately stop any further obligations of award funds to or by that entity, will provide prompt written notification to the federal agency making this award, and will resume (or permit resumption of) such obligations only if expressly authorized to do so by that agency.

24. Compliance with 41 U.S.C. 4712 (including prohibitions on reprisal; notice to employees)

The recipient (and any subrecipient at any tier) must comply with, and is subject to, all applicable provisions of 41 U.S.C. 4712, including all applicable provisions that prohibit, under specified circumstances, discrimination against an employee as reprisal for the employee's disclosure of information related to gross mismanagement of a federal grant, a gross waste of federal funds, an abuse of authority relating to a federal grant, a substantial and specific danger to public health or safety, or a violation of law, rule, or regulation related to a federal grant.

The recipient also must inform its employees, in writing (and in the predominant native language of the workforce), of employee rights and remedies under 41 U.S.C. 4712.

Should a question arise as to the applicability of the provisions of 41 U.S.C. 4712 to this award, the recipient is to contact the DOJ awarding agency (OJP or OVW, as appropriate) for guidance.

25. Encouragement of policies to ban text messaging while driving

Pursuant to Executive Order 13513, "Federal Leadership on Reducing Text Messaging While Driving," 74 Fed. Reg. 51225 (October 1, 2009), DOJ encourages recipients and subrecipients ("subgrantees") to adopt and enforce policies banning employees from text messaging while driving any vehicle during the course of performing work funded by this award, and to establish workplace safety policies and conduct education, awareness, and other outreach to decrease crashes caused by distracted drivers.

26. Requirement to disclose whether recipient is designated "high risk" by a federal grant-making agency outside of DOJ

If the recipient is designated "high risk" by a federal grant-making agency outside of DOJ, currently or at any time during the course of the period of performance under this award, the recipient must disclose that fact and certain related information to OJP by email at OJP.ComplianceReporting@ojp.usdoj.gov. For purposes of this disclosure, high risk includes any status under which a federal awarding agency provides additional oversight due to the recipient's past performance, or other programmatic or financial concerns with the recipient. The recipient's disclosure must include the following: 1. The federal awarding agency that currently designates the recipient high risk, 2. The date the recipient was designated high risk, 3. The high-risk point of contact at that federal awarding agency (name, phone number, and email address), and 4. The reasons for the high-risk status, as set out by the federal awarding agency.

27. Recipient agrees that AFIS (Automated Fingerprint Identification System) equipment purchased under this award will conform to the American National Standards Institute (ANSI) Standard, "Data Format for the Interchange of Fingerprint, Facial & Other Biometric Information" (ANSI/NIST-ITL 1-2007 PART 1) and other reporting standards of the FBI.
28. Recipient is or will be following a comprehensive strategy for information sharing systems to improve the functioning of the criminal justice system, with an emphasis on integration of all criminal justice components, law enforcement, courts, prosecution, corrections, and probation and parole. Further, the strategy must be developed in consultation with State and local officials with emphasis on the recommendation of officials whose duty it is to oversee, plan, and implement integrated information technology systems, and contain-- (a) a definition and analysis of integration in the State and localities developing integrated information sharing systems; (b) an assessment of the criminal justice resources being devoted to information technology; (c) State and local resource needs; (d) Federal, State, regional, and local information technology coordination requirements; and (e) statewide priorities for planning and implementation of information technology systems.
29. This NCHIP/NARIP related project is to be funded as a cooperative agreement. The basis for using a cooperative agreement is the substantial involvement of the Bureau of Justice Statistics (BJS) in providing information, guidance, and direction relative to criminal history records improvements within the states. BJS will exercise general approval over the entire project. In addition, the substantial involvement of BJS will include, but not be limited to:
- Determining the types of criminal history record information that will be useful to Federal, state, and local agencies.
 - Identifying Federal information reporting standards and guidelines and making them available to the recipient or providing access to them.
 - Providing technical assistance to the recipient to enhance state criminal history records, identify convicted felons, and improve the quality and timeliness of criminal history information.
 - Informing the recipient of the status of Federal program requirements, specifications, and funding levels.
 - Requesting and obtaining statistical data as needed to monitor and assess performance with respect to criminal records improvement goals.
30. Recipient agrees that activities supported under this award will be coordinated with Federal, State, and local activities relating to homeland security and presale firearm checks, as appropriate.
31. In order to ensure that the National Criminal History Improvement Program (NCHIP) and the NICS Act Record Improvement Program (NARIP) are realizing the objectives in the most productive manner, the recipient agrees to participate in a comprehensive evaluation effort. It is anticipated that the evaluation will take place during the course of the program and will likely involve each participating state. It is expected that the evaluation will have a minimal impact on state program personnel and resources.
32. Recipient agrees that criminal justice information systems designed, implemented, or upgraded with NCHIP or NARIP funds will be compatible, where applicable, with the National Incident-Based Reporting System (NIBRS), the National Crime Information Center system (NCIC 2000), the National Criminal Instant Background Check System (NICS), the Integrated Automated Fingerprint Identification System (IAFIS), and applicable national, statewide or regional criminal justice information sharing standards and plans.
33. Recipient has or intends to establish a program that enters into the National Crime Information Center (NCIC) records of: (a) Protection orders for the protection of persons from stalking or domestic violence; (b) Warrants for the arrest of persons violating protection orders intended to protect victims from stalking or domestic violence; and (c) Arrests or convictions of persons violating protection orders intended to protect victims from stalking or domestic violence.

34. Recipient agrees that activities funded under this award will be closely coordinated with related activities supported with OJP, State, local, or tribal funds.
35. Protective order systems developed with funds awarded under this cooperative agreement will be designed to permit interface with the National Protective Order file maintained by the FBI.
36. Within 45 calendar days after the end of any conference, meeting, retreat, seminar, symposium, training activity, or similar event funded under this award, and the total cost of which exceeds \$20,000 in award funds, the recipient must provide the program manager with the following information and itemized costs:
 - 1) name of event;
 - 2) event dates;
 - 3) location of event;
 - 4) number of federal attendees;
 - 5) number of non-federal attendees;
 - 6) costs of event space, including rooms for break-out sessions;
 - 7) costs of audio visual services;
 - 8) other equipment costs (e.g., computer fees, telephone fees);
 - 9) costs of printing and distribution;
 - 10) costs of meals provided during the event;
 - 11) costs of refreshments provided during the event;
 - 12) costs of event planner;
 - 13) costs of event facilitators; and
 - 14) any other costs associated with the event.

The recipient must also itemize and report any of the following attendee (including participants, presenters, speakers) costs that are paid or reimbursed with cooperative agreement funds:

- 1) meals and incidental expenses (M&IE portion of per diem);
- 2) lodging;
- 3) transportation to/from event location (e.g., common carrier, Privately Owned Vehicle (POV)); and,
- 4) local transportation (e.g., rental car, POV) at event location.

Note that if any item is paid for with registration fees, or any other non-award funding, then that portion of the expense does not need to be reported.

Further instructions regarding the submission of this data, and how to determine costs, are available in the OJP Financial Guide Conference Cost Chapter.

37. Justification of consultant rate

Approval of this award does not indicate approval of any consultant rate in excess of \$650 per day. A detailed justification must be submitted to and approved by the OJP program office prior to obligation or expenditure of such funds.

38. Recipient integrity and performance matters: Requirement to report information on certain civil, criminal, and administrative proceedings to SAM and FAPIIS

The recipient must comply with any and all applicable requirements regarding reporting of information on civil, criminal, and administrative proceedings connected with (or connected to the performance of) either this OJP award or any other grant, cooperative agreement, or procurement contract from the federal government. Under certain circumstances, recipients of OJP awards are required to report information about such proceedings, through the federal System for Award Management (known as "SAM"), to the designated federal integrity and performance system (currently, "FAPIIS").

The details of recipient obligations regarding the required reporting (and updating) of information on certain civil, criminal, and administrative proceedings to the federal designated integrity and performance system (currently, "FAPIIS") within SAM are posted on the OJP web site at <https://ojp.gov/funding/FAPIIS.htm> (Award condition: Recipient Integrity and Performance Matters, including Recipient Reporting to FAPIIS), and are incorporated by reference here.

39. The recipient agrees to ensure that the State Information Technology Point of Contact receives written notification regarding any information technology project funded by this grant during the obligation and expenditure period. This is to facilitate communication among local and state governmental entities regarding various information technology projects being conducted with these grant funds. In addition, the recipient agrees to maintain an administrative file documenting the meeting of this requirement. For a list of State Information Technology Points of Contact, go to <https://it.ojp.gov/technology-contacts>.

40. With respect to this award, federal funds may not be used to pay cash compensation (salary plus bonuses) to any employee of the award recipient at a rate that exceeds 110% of the maximum annual salary payable to a member of the federal government's Senior Executive Service (SES) at an agency with a Certified SES Performance Appraisal System for that year. (An award recipient may compensate an employee at a higher rate, provided the amount in excess of this compensation limitation is paid with non-federal funds.)

This limitation on compensation rates allowable under this award may be waived on an individual basis at the discretion of the OJP official indicated in the program announcement under which this award is made.

41. The recipient agrees that federal funds under this award will be used to supplement but not supplant state or local government funds.

CERTIFICATION

Lead Agency's Chief Executive: I certify that applicant will comply with the above-certified assurances.

Signature of Chief Executive (Co. Board Chair, Co. Executive, Mayor)

Date

Jeffrey Pfannerstill, President

Telephone Number



5515 East La Palma Avenue
Suite 100
Anaheim, CA 92807

January 2, 2019

Torin Misko
Hartland Police Department
210 Cottonwood Ave
Hartland, WI 53029

Tel: 262-424-6756

Email: tmisko@villageofhartland.com

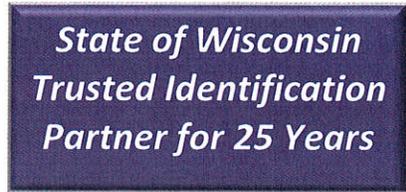
Reference No. MTWI-L120318-01B

Dear Torin:

IDEMIA is pleased to provide Hartland Police Department with the following quotation for a IDEMIA LiveScan Station equipped with standard Wisconsin profiles for submission to the Wisconsin Department of Justice (WDOJ) Automated Fingerprint Identification System (AFIS).

IDEMIA's fully integrated LiveScan solution provides Hartland Police Department the following features and benefits:

- ◆ Single-source vendor for all components of the LiveScan solution, including the AFIS interface
- ◆ 2-Finger FAST ID to WDOJ AFIS (*Criminal processing*)
- ◆ Digital image capture of upper, lower and writer's palms, slaps and rolls (*Criminal processing*)
- ◆ Mug Photo Capture available (*option*)
- ◆ Full compliance with WDOJ AFIS, FBI IAFIS/NGI EBTS and ANSI/NIST image standards
- ◆ Automatic fingerprint sequencing and duplicate print checking before scanning is completed, ensuring data integrity
- ◆ Quick check, review, and edit can be performed on each print
- ◆ All livescan configurations include on-site installation, training, and 1 year on-site warranty



*Tenprint/Palmprint capture units shown above
Cabinet shows Mugshot capture*

IDEMIA's on-going commitment to customer satisfaction and the delivery of the highest level of support in the industry is demonstrated by our placing resources **in the field** near the customer to provide on-site customer support.

IDEMIA has been the sole provider of the WDOJ AFIS System since 1993

Our standard warranty is 1 Year on-site for both parts and labor. Hartland Police Department report a problem, IDEMIA will dispatch a IDEMIA Representative from our Madison, Wisconsin office to go on-site to resolve the problem as opposed to other vendors who send a "box with a replacement part". We send a highly trained support representative to provide problem resolution. This ensures that Hartland Police Department staff members are not burdened with the added task of "parts replacement".

Solution Description and Pricing

IDEMIA proposes the equipment and services described in Table 1.

Tenprint/Palmprint Capture - Desktop

Table 1. Pricing

Description	Unit Price
IDEMIA LiveScan Station Desktop Tenprint/Palmprint, including: <ul style="list-style-type: none"> ◆ IDEMIA LiveScan Station Software ◆ FBI Appendix F Certified Tenprint/Palmprint 500PPI Scanner with Moisture Discriminating Optics Scanner™ (MDO) Block Technology ◆ Computer, monitor, keyboard ◆ UPS ◆ Printer Black & White Tenprint Card, Duplexer, +1 additional Tray ◆ Mugshot Capture Kit (camera, software) ◆ Foot pedal for hands free advancement ◆ Standard WDOJ Workflows and Profiles ◆ Installation / On-site Training ◆ Warranty: 1 Year On-site Advantage Solution warranty, 9x5, Next day on-site response and parts replacement ◆ Freight 	\$16,513
Less discount for receipt of Purchase Order by no later than 2/15/2019	(\$1,651)
TOTAL	\$14,862
Annual Maintenance (to start after 1 Year Warranty)	
Annual Maintenance On-site Advantage Solution, 9X5, Next day on-site response and parts replacement	\$2,404

Standard shipping is 30 days after receipt of order, or as otherwise scheduled.

Customer Responsibilities

Hartland Police Department is responsible for the following:

Connection to the Wisconsin Department of Justice (WDOJ) Badgernet network is required for electronic submission and is the responsibility of Hartland Police Department

- ◆ Providing necessary facility resources required for equipment installation and operation including access, space, environmental control, electrical power and networking.
- ◆ To obtain and maintain the required transmission lines and hardware for remote communications to and from the necessary agencies.
- ◆ Obtaining all required authorizations for connecting to the WDOJ.

IDEMIA's Standard Warranty and Maintenance support includes remote dial in AND on-site support services.

Assumptions

In developing this proposal, IDEMIA has made the following assumptions:

- ◆ Should Hartland Police Department desire or require the ability to interface the proposed IDEMIA Livescan with an RMS / JMS, upon request IDEMIA will provide * Hartland Police Department an

Interface Control Document (ICD) in which the Hartland Police Department RMS/JMS vendor can use to ensure compliance for the interface. Set-up will occur at the same time as the installation of the IDEMIA LiveScan. Additional fees may occur if this set-up is requested at a later date.

- ◆ If it is determined that the RMS/JMS cannot meet the requirements of the ICD, IDEMIA will analyze and quote any specific development needs required to establish the interface between the proposed IDEMIA LiveScan and the Hartland Police Department RMS/JMS.
- ◆ An inter-agency agreement between Hartland Police Department and WDOJ will be in place.
- ◆ Hartland Police Department will provide all necessary communication to connect to WDOJ. This includes, but is not limited to hubs, routers, modems, etc.
- ◆ On-site Installation Services will be scheduled after network connectivity to WDOJ has been established and verified.

Additional engineering effort by IDEMIA beyond the scope of the standard product will be quoted at a firm fixed price based on our current service rates in effect at the time of the change, plus any related travel or administrative expenses. Assistance with training and questions for the Hartland Police Department database or any programming, scripting, or review of programs beyond work quoted above are excluded from this offer.

Prices are exclusive of any and all state, or local taxes, or other fees or levies. Customer payments are due to IDEMIA within 20 days after the date of the invoice. Product purchase will be governed by the IDEMIA Agreement, a copy of which is attached for your convenience. Firm delivery schedules will be provided upon receipt of a purchase order. No subsequent purchase order can override such terms. Nothing additional shall be binding upon IDEMIA unless a subsequent agreement is signed by both parties.

IDEMIA reserves the right to substitute hardware of equal value with equal or better capability, based upon market availability. If, however such equipment is unavailable, IDEMIA will make its best effort to provide a suitable replacement.

Proposal Expiration: February 28, 2019

Purchase orders should be sent to IDEMIA by electronic mail, facsimile or U.S. mail. Please direct all questions and order correspondence, including Purchase Order, to:

Noemi Islas
IDEMIA
5515 East La Palma Avenue, Suite 100
Anaheim, CA 92807
Email: noemi.islas@idemia.com | Tel: (714) 238-2082 | Fax: (714) 238-2049

We look forward to working with you.

Sincerely,



Michael Kato
Vice President of Public Security, State & Local Government - IDEMIA

Advantage Solution Support

The following table provides a summary of the maintenance services and support available during warranty and following warranty expiration. Initial warranty period is 1 year from the date of installation.

Support Features	Warranty	Post Warranty
Software Support 9X5*	Included in Warranty	Available for purchase
Unlimited Telephone Technical Support	√	√
2 Hour Telephone Response Time	√	√
Remote Dial-in Analysis	√	√
Software Standard Releases	√	√
Software Supplemental Releases	√	√
Automatic Call Escalation	√	√
Software Customer Alert Bulletins	√	√
Hardware Support - On-site 9X5*	Included in Warranty	Available for purchase
On-Site Response	24-hours	√
On-Site Corrective Maintenance	√	√
On-Site Parts Replacement	√	√
Preventive Maintenance	√	√
Escalation Support	√	√
Hardware Service Reporting	√	√
Hardware Customer Alert Bulletins	√	√
Parts Support	Included in Warranty	Available for purchase
Advanced Exchange Parts Replacement	√	√
Telephone Technical Support for Parts Replacement	√	√
Parts Customer Alert Bulletins	√	√
Software Uplifts		
Hours of Coverage Available up to 24 Hours Per Day, 7 Days/Week	Optional	Optional
1 Hour Telephone Response	Optional	Optional
Hardware Uplifts		
Hours of Coverage Available up to 24 Hours Per Day, 7 Days/Week	Optional	Optional
Up to 4 Hours On-site Response	Optional	Optional

*Customer local time

By signing this signature block below, Hartland Police Department agrees to the terms and pricing stated in this proposal for the product and services as referenced above. My signature below constitutes the acceptance of this order and authorizes IDEMIA, LLC to ship and provide these product and services:

Signature Authorization for Order:

Signature _____
Name _____
Date _____

Total Purchase Price (including any Options): _____

Please provide Billing Address:

Check if Billing Address is same as Shipping Address:

Please provide Shipping Address (if different from Billing Address):

PLEASE PROVIDE A COPY OF YOUR CURRENT TAX EXEMPTION CERTIFICATE (if applicable).

Idemia Identity & Security USA LLC Short Form Sales Agreement

1. Scope. Idemia Identity & Security USA LLC, ("IDEMIA" or "Seller") having a place of business at 5515 East La Palma Avenue, Suite 100, Anaheim, California 92807 and _____, ("Customer"), having a place of

business at _____, enter into this Sales Agreement ("Agreement"), pursuant to which IDEMIA will sell to Customer and Customer will purchase from Seller the equipment, parts, software, or services related to the equipment (e.g., installation) described in Seller's Proposal or Letter Quote dated _____. These terms and conditions, together with the Proposal or Quote, comprise the "Agreement." Customer may indicate its acceptance of this Agreement by signing below or by issuing a purchase order that refers to either the Proposal/Quote or to a Customer solicitation to which the Proposal/Quote responds. Only these terms and conditions apply to the transaction, notwithstanding any inconsistent or additional terms and conditions contained in the purchase order or Customer solicitation.

2. Price, Payment and Sales Terms. The Contract Price is U.S. \$ _____, excluding applicable sales, use, or similar taxes and freight. Seller will submit invoices to Customer for products when they are shipped and, if applicable, for services when they are performed. Customer will make payments to Seller within twenty (20) days after the invoice date. Unless otherwise stipulated with the Seller when an Order is accepted, the Equipment will be delivered by Seller "FCA" (Free Carrier), with named place being the Seller's premises where the Goods are being dispatched, (Incoterms 2010). Title to the Equipment will pass to Customer upon payment in full of the Contract Price as outlined above, except that title to Software will not pass to Customer at any time. Risk of loss will pass to Customer upon delivery of the Equipment to the Customer at the agreed named place of delivery in accordance with the Incoterm in the contract. Seller will pack and ship all Equipment in accordance with good commercial practices.

3. Software. If this transaction involves software, any software owned by Seller ("IDEMIA Software") is licensed to Customer solely in accordance with Seller's Software License Agreement ("SLA"), which is attached as Exhibit A and incorporated herein by this reference. Any software owned by a third party ("Non-IDEMIA Software") is licensed to Customer in accordance with the standard license, terms, and restrictions of the copyright owner unless the owner has granted to Seller the right to sublicense its software pursuant to the SLA, in which case the SLA applies and the owner will have all rights and protections under the SLA as the Licensor. Seller makes no representations or warranties of any kind regarding Non-IDEMIA Software.

4. Express Limited Warranty and Warranty Disclaimer. IDEMIA Software is warranted in accordance with the SLA.

5. Delays and Disputes. Neither party will be liable for its non-performance or delayed performance if caused by an event, circumstance, or act of a third party that is beyond a party's reasonable control (a "Force Majeure"). Each party will notify the other if it becomes aware of a Force Majeure that will significantly delay performance. The parties will try to settle any dispute arising from this Agreement (except for a claim relating to intellectual property or breach of confidentiality) through good faith negotiations. If necessary, the parties will escalate the dispute to their appropriate higher-level managers. If negotiations fail, the parties will jointly select a mediator to mediate the dispute and will share equally the mediation costs. Neither party will assert a breach of this Agreement without first giving the other party written notice and a thirty (30) day period to cure the alleged breach.

6. LIMITATION OF LIABILITY. Except for personal injury or death, Seller's total liability, whether for breach of contract, warranty, negligence, strict liability in tort, or otherwise, will be limited to the direct damages recoverable under law, but not to exceed the purchase price of the products or services for which losses or damages are claimed. SELLER WILL NOT BE LIABLE FOR ANY COMMERCIAL LOSS; INCONVENIENCE; LOSS OF USE, TIME, DATA, GOOD WILL, REVENUES, PROFITS OR SAVINGS; OR OTHER SPECIAL, INCIDENTAL, INDIRECT, OR CONSEQUENTIAL DAMAGES IN ANY WAY RELATED TO OR ARISING FROM THIS AGREEMENT, THE SALE OR USE OF THE

PRODUCTS, OR THE PERFORMANCE OF SERVICES BY SELLER PURSUANT TO THIS AGREEMENT. No action for contract breach or otherwise relating to the transactions contemplated by this Agreement may be brought more than one year after the accrual of the cause of action. This limitation of liability survives the expiration or termination of this Agreement.

7. Confidential Information and Preservation of Proprietary Rights. The SLA governs software confidentiality. As to any other information marked "Confidential" and provided by one party to the other, the receiving party will maintain the confidentiality of the information and not disclose it to any third party; take necessary and appropriate precautions to protect the information; and use the information only to further the performance of this Agreement. Confidential information is and will remain the property of the disclosing party, and no grant of proprietary rights in the confidential information is given or intended. Seller, any copyright owner of Non-IDEMIA Software, and any third party manufacturer own and retain all of their proprietary rights in the equipment, parts and software, and nothing herein is intended to restrict their proprietary rights. Except as explicitly provided in the SLA, this Agreement does not grant any right, title or interest in Seller's proprietary rights, or a license under any Seller patent or patent application.

8. Miscellaneous: Each party will comply with all applicable laws, regulations and rules concerning the performance of this Agreement or use of the products to the extent they do not conflict with the laws of the United States. This Agreement and the rights and duties of the parties will be governed by and interpreted in accordance with the laws of the State in which the products are installed to the extent they do not conflict with the laws of the United States. This Agreement constitutes the entire agreement of the parties regarding this transaction, supersedes all previous agreements and proposals relating to this subject matter, and may be amended only by a written instrument executed by both parties. Seller is not making, and Customer is not relying upon, any representation or warranty except those expressed herein. There are no certifications or commitments binding Seller applicable to this transaction unless they are in writing and signed by an authorized signatory of Seller.

Idemia Identity & Security USA LLC ("SELLER"):

Signed _____
Name _____
Title _____
Date _____

NAME ("CUSTOMER")

Signed _____
Name _____
Title _____
Date _____

EXHIBIT A – SOFTWARE LICENSE AGREEMENT

In this Exhibit A, the term "Licensor" means Idemia Identity & Security USA LLC, ("IDEMIA"); "Licensee," means the Customer; "Primary Agreement" means the agreement to which this exhibit is attached (IDEMIA Short Form Sales Agreement); and "Agreement" means this Exhibit and the applicable terms and conditions contained in the Primary Agreement. The parties agree as follows:

For good and valuable consideration, the parties agree as follows:

SECTION 1. DEFINITIONS

1.1 "Designated Products" means products provided by IDEMIA to Licensee with which or for which the Software and Documentation is licensed for use.

1.2 "Documentation" means product and software documentation that specifies technical and performance features and capabilities, and the user, operation and training manuals for the Software (including all physical or electronic media upon which such information is provided).

1.3 "Open Source Software" means software with either freely obtainable source code, license for modification, or permission for free distribution.

1.4 "Open Source Software License" means the terms or conditions under which the Open Source Software is licensed.

1.5 "Primary Agreement" means the agreement to which this exhibit is attached (IDEMIA Short Form Sales Agreement).

1.6 "Security Vulnerability" means a flaw or weakness in system security procedures, design, implementation, or internal controls that could be exercised (accidentally triggered or intentionally exploited) and result in a security breach such that data is compromised, manipulated or stolen or the system damaged.

1.7 "Software" (i) means proprietary software in object code format, and adaptations, translations, de-compilations, disassemblies, emulations, or derivative works of such software; (ii) means any modifications, enhancements, new versions and new releases of the software provided by IDEMIA; and (iii) may contain one or more items of software owned by a third party supplier. The term "Software" does not include any third party software provided under separate license or third party software not licensable under the terms of this Agreement.

SECTION 2. SCOPE

IDEMIA and Licensee enter into this Agreement in connection with IDEMIA's delivery of certain proprietary Software or products containing embedded or pre-loaded proprietary Software, or both. This Agreement contains the terms and conditions of the license IDEMIA is providing to Licensee, and Licensee's use of the Software and Documentation.

SECTION 3. GRANT OF LICENSE

3.1. Subject to the provisions of this Agreement and the payment of applicable license fees, IDEMIA grants to Licensee a personal, limited, non-transferable (except as permitted in Section 7) and non-exclusive license under IDEMIA's copyrights and Confidential Information (as defined in the Primary Agreement) embodied in the Software to use the Software, in object code form, and the Documentation solely in connection with Licensee's use of the Designated Products. This Agreement does not grant any rights to source code.

3.2. If the Software licensed under this Agreement contains or is derived from Open Source Software, the terms and conditions governing the use of such Open Source Software are in the Open Source Software Licenses of the copyright owner and not this Agreement. If there is a conflict between the terms and conditions of this Agreement and the terms and conditions of the Open Source Software Licenses governing Licensee's use of the Open Source Software, the terms and conditions of the license grant of the applicable Open Source Software Licenses will take precedence over the license grants in this Agreement. If requested by Licensee, IDEMIA will use commercially reasonable efforts to: (i) determine whether any Open Source Software is provided under this Agreement; (ii) identify the Open Source Software and provide Licensee a copy of the applicable Open Source Software License (or specify where that license may be found); and, (iii) provide Licensee a copy of the Open Source Software source code, without charge, if it is publicly available (although distribution fees may be applicable).

SECTION 4. LIMITATIONS ON USE

4.1. Licensee may use the Software only for Licensee's internal business purposes and only in accordance with the Documentation. Any other use of the Software is strictly prohibited. Without limiting the general nature of these restrictions, Licensee will not make the Software available for use by third parties on a "time sharing," "application service provider," or "service bureau" basis or for any other similar commercial rental or sharing arrangement.

4.2. Licensee will not, and will not allow or enable any third party to: (i) reverse engineer, disassemble, peel components, decompile, reprogram or otherwise reduce the Software or any portion to a human perceptible form or otherwise attempt to recreate the source code; (ii) modify, adapt, create derivative works of, or merge the Software; (iii) copy, reproduce, distribute, lend, or lease the Software or Documentation to any third party, grant any sublicense or other rights in the Software or Documentation to any third party, or take any action that would cause the Software or Documentation to be placed in the public domain; (iv) remove, or in any way alter or obscure, any copyright notice or other notice of IDEMIA's proprietary rights; (v) provide, copy, transmit, disclose, divulge or make the Software or Documentation available to, or permit the use of the Software by any third party or on any machine except as expressly authorized by this Agreement; or (vi) use, or permit the use of, the Software in a manner that would result in the production of a copy of the Software solely by activating a machine containing the Software. Licensee may make one copy of Software to be used solely for archival, back-up, or disaster recovery purposes; provided that Licensee may not operate that copy of the Software at the same time as the original Software is being operated. Licensee may make as many copies of the Documentation as it may reasonably require for the internal use of the Software.

4.3. Unless otherwise authorized by IDEMIA in writing, Licensee will not, and will not enable or allow any third party to: (i) install a licensed copy of the Software on more than one unit of a Designated Product; or (ii) copy onto or transfer Software installed in one unit of a Designated Product onto another device. Licensee may temporarily transfer Software installed on a Designated Product to another device if the Designated Product is inoperable or malfunctioning, if Licensee provides written notice to IDEMIA of the temporary transfer and identifies the device on which the Software is transferred. Temporary transfer of the Software to another device must be discontinued when the original Designated Product is returned to operation and the Software must be removed from the other device. Licensee must provide prompt written notice to IDEMIA at the time temporary transfer is discontinued.

SECTION 5. OWNERSHIP AND TITLE

IDEMIA, its licensors, and its suppliers retain all of their proprietary rights in any form in and to the Software and Documentation, including, but not limited to, all rights in patents, patent applications, inventions, copyrights, trademarks, trade secrets, trade names, and other proprietary rights in or relating to the Software and Documentation (including any corrections, bug fixes, enhancements, updates, modifications, adaptations, translations, de-compilations, disassemblies, emulations to or derivative works from the Software or Documentation, whether made by IDEMIA or another party, or any improvements that result from IDEMIA's processes or, provision of information services). No rights are granted to Licensee under this Agreement by implication, estoppel or otherwise, except for those rights which are expressly granted to Licensee in this Agreement. All intellectual property developed, originated, or prepared by IDEMIA in connection with providing the Software, Designated Products, Documentation or related services, remains vested exclusively in IDEMIA, and Licensee will not have any shared development or other intellectual property rights.

SECTION 6. LIMITED WARRANTY; DISCLAIMER OF WARRANTY

6.1. If Licensee is not in breach of any of its obligations under this Agreement, IDEMIA warrants that the unmodified Software, when used properly and in accordance with the Documentation and this Agreement, will be free from a reproducible defect that eliminates the functionality or successful operation of a feature critical to the primary functionality or successful operation of the Software. Whether a defect occurs will be determined by IDEMIA solely with reference to the Documentation. IDEMIA does not warrant that Licensee's use of the Software or the Designated Products will be uninterrupted, error-free, completely free of Security Vulnerabilities, or that the Software or the Designated Products will meet Licensee's particular requirements. IDEMIA makes no representations or warranties with respect to any third party software included in the Software.

6.2 IDEMIA's sole obligation to Licensee and Licensee's exclusive remedy under this warranty is to use reasonable efforts to remedy any material Software defect covered by this warranty. These efforts will involve either replacing the media or attempting to correct significant, demonstrable program or documentation errors or Security Vulnerabilities. If IDEMIA cannot correct the defect within a reasonable time, then at IDEMIA's option, IDEMIA will replace the defective Software with functionally-equivalent Software, license to Licensee substitute Software which will accomplish the same objective, or terminate the license and refund the Licensee's paid license fee.

6.3. Warranty claims are described in the Primary Agreement.

6.4. **The express warranties set forth in this Section 6 are in lieu of, and IDEMIA disclaims, any and all other warranties (express or implied, oral or written) with respect to the Software or Documentation, including, without limitation, any and all implied warranties of condition, title, non-infringement, merchantability, or fitness for a particular purpose or use by Licensee (whether or not IDEMIA knows, has reason to know, has been advised, or is otherwise aware of any such purpose or use), whether arising by law, by reason of custom or usage of trade, or by course of dealing. In addition, IDEMIA disclaims any warranty to any person other than Licensee with respect to the Software or Documentation.**

SECTION 7. TRANSFERS

Licensee will not transfer the Software or Documentation to any third party without IDEMIA's prior written consent. IDEMIA's consent may be withheld at its discretion and may be conditioned upon transferee paying all applicable license fees and agreeing to be bound by this Agreement.

SECTION 8. TERM AND TERMINATION

8.1 Licensee's right to use the Software and Documentation will begin when the Primary Agreement is signed by both parties and will continue for the life of the Designated Products with which or for which the Software and Documentation have been provided by IDEMIA, unless Licensee breaches this Agreement, in which case this Agreement and Licensee's right to use the Software and Documentation may be terminated immediately upon notice by IDEMIA.

8.2 Within thirty (30) days after termination of this Agreement, Licensee must certify in writing to IDEMIA that all copies of the Software have been removed or deleted from the Designated Products and that all copies of the Software and Documentation have been returned to IDEMIA or destroyed by Licensee and are no longer in use by Licensee.

8.3 Licensee acknowledges that IDEMIA made a considerable investment of resources in the development, marketing, and distribution of the Software and Documentation and that Licensee's breach of this Agreement will result in irreparable harm to IDEMIA for which monetary damages would be inadequate. If Licensee breaches this Agreement, IDEMIA may terminate this Agreement and be entitled to all available remedies at law or in equity (including immediate injunctive relief and repossession of all non-embedded Software and associated Documentation unless Licensee is a Federal agency of the United States Government).

SECTION 9. UNITED STATES GOVERNMENT LICENSING PROVISIONS & RESTRICTED RIGHTS LEGEND

This Section applies if Licensee is the United States Government or a United States Government agency. Licensee's use, duplication or disclosure of the Software and Documentation under IDEMIA's copyrights or trade secret rights is subject to the restrictions set forth in subparagraphs (c)(1) and (2) of the Commercial Computer Software-Restricted Rights clause at FAR 52.227-19 (JUNE 1987), if applicable, unless they are being provided to the Department of Defense. If the Software and Documentation are being provided to the Department of Defense, Licensee's use, duplication, or disclosure of the Software and Documentation is subject to the restricted rights set forth in subparagraph (c)(1)(ii) of the Rights in Technical Data and Computer Software clause at DFARS 252.227-7013 (OCT 1988), if applicable. The Software and Documentation may or may not include a Restricted Rights notice, or other notice referring to this Agreement. The provisions of this Agreement will continue to apply, but only to the extent that they are consistent with the rights provided to the Licensee under the provisions of the FAR or DFARS mentioned above, as applicable to the particular procuring agency and procurement transaction.

SECTION 10. CONFIDENTIALITY

Licensee acknowledges that the Software and Documentation contain IDEMIA's valuable proprietary and Confidential Information and are IDEMIA's trade secrets, and that the provisions in the Primary Agreement concerning Confidential Information apply.

SECTION 11. GENERAL

11.1. **COPYRIGHT NOTICES.** The existence of a copyright notice on the Software will not be construed as an admission or presumption of publication of the Software or public disclosure of any trade secrets associated with the Software.

11.2. **COMPLIANCE WITH LAWS.** Licensee acknowledges that the Software is subject to the laws and regulations of the United States and Licensee will comply with all applicable laws and regulations, including export laws and regulations of the United States. Licensee will not, without the prior authorization of IDEMIA and the appropriate governmental authority of the United States, in any form export or re-export, sell or resell, ship or reship, or divert, through direct or indirect means, any item or technical data or direct or indirect products sold or otherwise furnished to any person within any territory for which the United States Government or any of its agencies at the time of the action, requires an export license or other governmental approval. Violation of this provision is a material breach of this Agreement.

11.3. **GOVERNING LAW.** This Agreement is governed by the laws of the United States to the extent that they apply and otherwise by the internal substantive laws of the State to which the Software is shipped if Licensee is a sovereign government entity, to the extent they do not conflict with the laws of the United States, or the internal substantive laws of the State of Delaware if Licensee is not a sovereign government entity. The terms of the U.N. Convention on Contracts for the International Sale of Goods do not apply. In the event that the Uniform Computer Information Transaction Act, any version of this Act, or a substantially similar law (collectively "UCITA") becomes applicable to a party's performance under this Agreement, UCITA does not govern any aspect of this Agreement or any license granted under this Agreement, or any of the parties' rights or obligations under this Agreement. The governing law will be that in effect prior to the applicability of UCITA.

11.4. **THIRD PARTY BENEFICIARIES.** This Agreement is entered into solely for the benefit of IDEMIA and Licensee. No third party has the right to make any claim or assert any right under this Agreement, and no third party is deemed a beneficiary of this Agreement. Notwithstanding the foregoing, any licensor or supplier of third party software included in the Software will be a direct and intended third party beneficiary of this Agreement.

11.5. **PREVAILING PARTY.** In the event of any dispute arising out of the subject matter of this Agreement, the prevailing party shall recover, in addition to any other damages assessed, its reasonable attorneys' fees and court costs incurred in arbitrating, litigating, or otherwise settling or resolving such dispute.

11.6. **SURVIVAL.** Sections 4, 5, 6.3, 7, 8, 9, 10, and 11 survive the termination of this Agreement.

MEMO

TO: David E. Cox/Village Administrator
FROM: Michael D. Gerszewski/Operation Supervisor
DATE: April 3, 2019
SUBJECT: 2019 – 2020 Salt purchase commitment

The Village uses salt as part of its snow and ice control efforts. Historically the Village commits to purchasing 1,500 tons. This year we committed to 2,220 tons due to the February and March storms that required a lot of salt being applied to the roads. There is an early fill and a seasonal fill with a 20% reserve. We will be committing to taking 1220 tons early fill and 1000 tons season fill. We will have 444 tons in reserve that we are not required to take. We join other communities on the State bid to get the best price. One requirement is that we must fill the salt dome with the early fill.

Last year's salt price was \$69.88 per ton. We will not have a price until the State opens bids. We typically get the prices in mid-June.

I am requesting the Village board affirm the purchase of 2,664 tons of salt for the 2019-2020 season assuming a cost of \$69.88 per ton for a total of not to exceed \$219,440.32

cc: Darlene Igl/Village Clerk

**MUNICIPAL AGREEMENT TO PURCHASE SODIUM CHLORIDE ON WISDOT BID
(March 2019)**

**THIS AGREEMENT MUST BE SIGNED, DATED, AND RECEIVED BY WisDOT BHM (saltadmin@dot.wi.gov) WISDOT,
Bureau of Highway Maintenance, P.O. Box 7986, Madison, WI 53707-7986)
NO LATER THAN 5 PM ON FRIDAY, APRIL 12, 2019.**

Annually the Wisconsin Department of Transportation, Bureau of Highway Maintenance takes bids for sodium chloride to be used as a deicing agent. For the 2019-20 bid the Department will receive a single, combined price to include three categories of delivery services for its road salt needs. They are:

1. Guaranteed Early Fill - this service is to take delivery of salt that will fill the purchaser's storage facilities to capacity. Salt contractor is required to complete delivery by December 1, 2019. The contract guarantees the salt contractors that 100% of the bid quantity shown as guaranteed early fill will be taken by the purchaser at the price awarded to the salt contractor. It obligates the salt contractor to deliver this guaranteed quantity. Early fill salt can be ordered as soon as the contracts are signed by the salt contractor and must be ordered by August 31, 2019 using form DT2208. Any unordered salt by these guidelines may result in forfeiture of salt in this category.

2. Guaranteed Seasonal Fill - this service is to take delivery of salt that will re-fill the storage facilities between December 1, 2019 and April 30, 2020. The municipality guarantees to purchase from the salt contractor - 100% of the bid quantity shown as "guaranteed seasonal fill" at the price awarded to the salt contractor. The request for delivery is made by the purchasing agency using form DT2208. When both guaranteed early fill, and guaranteed seasonal fill are contracted, the municipality must take delivery on all early fill salt, before beginning to take delivery of seasonal fill.

3. Vendor Reserve - the salt contractor assures that it will have a "reserve" quantity, enabling it to provide additional salt up to the quantity let for bid as vendor reserve, which is taken at the discretion of the purchaser at the price awarded to the salt contractor. Form DT2208 must be used to order salt. **The purchaser's "vendor reserve" cannot be more than 20% of the "total guaranteed purchase" (Early + Seasonal).**

The WisDOT Bureau of Highway Maintenance will include the requested salt quantities for local units of government in the quantity for the statewide bid. Participating local units of government must agree to abide by the Special Terms and Conditions of the contract between WisDOT and the Salt Contractor including procedures for ordering, taking delivery, acknowledging receipt of delivery, making payment for salt received, salt quantities, salt unit prices, and assessing penalties. By signing this agreement, participants are also agreeing to comply with Administrative Code TRANS 277 which requires registration and compliance at all salt storage facilities. TRANS 277 also requires annual on-site storage facility inspections.

The _____ of _____ in _____ County
(Town / Village / City / County) (Name of Municipality) (County)

hereby requests WisDOT to acquire the following quantity of sodium chloride for the 2019-20 winter season and agrees to purchase at least the "guaranteed" quantities shown in the table on the following page and to make payment as contractually required.

Quantity	Amount (tons)
Current Inventory (Include tonnage of yet-to-be-delivered salt from 2018-19 contract)	
Estimated Storage Capacity for Road Salt (Shed capacity – Current Inventory)	
Guaranteed Early Fill (Early fill orders must be placed using form DT2208 prior to August 31, 2019 with preferred delivery - any date prior to December 1, 2019.)	
Guaranteed Seasonal Fill (Seasonal fill orders must be placed using form DT2208 after December 1, 2019, with preferred delivery - any date prior to April 30, 2020)	
Total Guaranteed Purchase (Early + Seasonal)	
Vendor Reserve (This quantity can be no more than 20% of the total guaranteed purchase. This is an optional purchase. Purchaser may take delivery at its discretion between December 1, 2019 and up to April 30, 2020.)	
Total Potential Vendor Reserve Purchase	

Participants will receive a copy of the Bid Documents, the procedure to place orders, the form DT 2208 and instructions on how to use it, and assistance on other requirements contained in the Bid Documents.

*ALL SALT ORDERS MUST BE SUBMITTED TO SALT CONTRACTORS ON A DT2208 FORM (no phone orders).

Salt purchased under this agreement shall only be used on facilities owned and maintained by a municipality. If the municipality has contracted with a private entity to perform winter maintenance, the salt purchased under this agreement shall not be used by the private entity on facilities not owned or maintained by a municipality.

The undersigned authority here agrees to the terms and values of the above agreement:

 Signature Approval Authority (electronic signature accepted)

 Date

 Contact Phone Number
 (ex: xxx-xxx-xxxx)

 Contact Fax Number
 (ex: xxx-xxx-xxxx)

 Contact E-mail Address

April 1, 2019

Mr. David Cox
Village Administrator
Village of Hartland
210 Cottonwood Avenue
Hartland, WI 53029

RE: Crystal Drive Lift Station Modifications

Dear Mr. Cox:

Bids for the above project were opened on March 26, 2019 at 10:00 AM at the Village of Hartland and were as follows:

	<u>Bidder</u>	<u>Base Bid</u>
1.	<u>Hogen Electric, Inc.</u>	\$ <u>196,000.00</u>
2.	<u>Hady Electric, Inc.</u>	\$ <u>207,184.25</u>
3.	<u>WIL-Surge Electric, Inc.</u>	\$ <u>258,410.00</u>
4.	<u>August Winter & Sons, Inc.</u>	\$ <u>273,400.00</u>

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

1. The Bid Form has been appropriately completed.
2. We have no objections to the low bidder, nor to the proposed major subcontractors and suppliers.
3. Low bidder has successfully completed similar projects over the last 10 years based on our direct project experience with them.

On these bases, we recommend that Hogen Electric, Inc. be awarded the Crystal Drive Lift Station Modifications contract, in the amount of \$196,000.00.

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

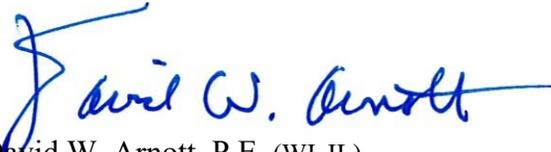
Should you decide to accept our recommendation, we have prepared the enclosed Notice of Award for your use. After Village Board approval has been received, please have the appropriate official sign where indicated and forward all three signed copies of the Notice of Award to our office. We will then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

Mr. David Cox
Crystal Drive Lift Station Modifications
April 1, 2019
Page 2

Bids remain subject to acceptance until May 26, 2019, unless Bidder agrees to an extension. Please advise us of your award decision, or call if there are any questions.

Very truly yours,

RUEKERT & MIELKE, INC.



David W. Arnott, P.E. (WI, IL)
Team Leader/Senior Project Manager
darnott@ruekert-mielke.com

DWA:tmg
Encl: Notice of Award
cc: Dave Felkner, Village of Hartland
Michael Gerszewski, Village of Hartland
File

NOTICE OF AWARD

	Date of Issuance:	_____
	Owner:	Village of Hartland
Contract: Crystal Drive Lift Station Modifications		
Bidder: Hogen Electric, Inc.	Engineer:	Ruekert & Mielke, Inc.
Address: 1131 Limerick Lane Hartford, WI 53027	Engineer's Project No.:	09-10039.200

TO BIDDER:

You are notified that your Bid dated March 26, 2019 for the above Contract has been accepted by Owner and you are the Successful Bidder and are awarded a Contract for:

Crystal Drive Lift Station Modifications

The Contract Price of your Contract is: \$ 196,000.00

2 copies of the proposed Contract Documents (except Drawings) accompany this Notice of Award, or have been transmitted or made available to Bidder electronically.

2 sets of the Drawings will be delivered separately, or otherwise made available to Bidder electronically.

Bidder must comply with the following conditions precedent within 15 days of the date of issuance of this Notice of Award:

1. Deliver to Engineer 2 fully executed counterparts of the Contract Documents.
2. Deliver with the executed Agreement the Bid security as specified in the Instructions to Bidders (Article 21), General Conditions (Paragraph 6.01), and Supplementary Conditions (Paragraph SC-6.01).
3. Deliver with the executed Agreement certificates and other evidence of insurance as specified in the General Conditions (Article 6) and the Supplementary Conditions modifying Article 6 of the General Conditions.

Failure to comply with these conditions within the time specified will entitle Owner to consider you in default, annul this Notice of Award, and declare your Bid security forfeited.

Within 10 days after you comply with the above conditions, Engineer will return to you one fully executed counterpart of the Agreement.

Owner: Village of Hartland

By: _____
Authorized Signature

Title: _____

Date: _____

Copy: Engineer
File