

VILLAGE BOARD AGENDA
MONDAY, APRIL 22, 2019
7:00 PM
BOARD ROOM, MUNICIPAL BUILDING, 210 COTTONWOOD AVENUE

Call to Order

Swearing in of Village President and newly elected Village Trustees

Roll Call

Pledge of Allegiance – Trustee Anson

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. Presentation by Chief Dean related to overview of Fire Department operations.
2. Consideration of a motion to approve Village Board minutes of April 8, 2019.
3. Consideration of a motion to approve vouchers for payment.
4. 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. Consideration of an application for a street use permit for Lake Country Bed Barn Sidewalk Sale.
5. Presentation, review and consideration of the annual Hartland Neighborhood Night Out event on Thursday, August 8, 2019.

Items referred from the April 15, 2019 Plan Commission meeting

6. Items related to proposed rezoning of the property at 345 Cottonwood Avenue.
 - a. Continuation of a **Public Hearing** to receive comment regarding the proposed rezoning from B-3 Central Business/Mixed Use District to RS-3 Single Family Residential District.
 - b. Discussion and consideration on third reading of Bill for an Ordinance No. 02-25-2019-01 "An Ordinance To Amend The Official Zoning Map Of The Village Of Hartland."
7. Discussion and consideration of a motion to approve the Conditional Use Permit for Biebel's True Value, 580 Hartbrook Drive for operation of a temporary greenhouse.

Others items for consideration

8. Discussion and consideration of a motion to adopt Resolution No. 04/22/2019-01 "A Resolution Regarding Naming The Municipal Building In Honor Of Trustee Richard E. Landwehr."
9. Discussion and consideration of actions related to possible relocation of the Ice Age Trail route in the downtown.
10. Discussion and consideration of a motion to approve an agreement with the City of Waukesha City Attorney's Office to serve as outside prosecutor for as provided in the letter dated April 4, 2019.
11. Discussion and consideration of a motion to adopt Resolution No. 04/22/2019-02 "Existing Employer Update Resolution Wisconsin Public Employers' Group Health Insurance Program".
12. Discussion and consideration of a motion to approve the 2020 Budget Preparation Schedule.
13. Discussion and consideration of actions related to solicitation of proposals for consulting services related to Village Administrator replacement.
14. Consideration of Board, Commission and Committee appointments as presented by Village President Pfannerstill.
15. 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.
16. 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 17, 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 4b Street Use Permit for Sidewalk Sale

Background: Elise Miller, Lake Country Bed Barn, will be present to discuss this annual event, which previously took place on Haight Street and Goodwin Avenue. After the relocation of Lake Country Bed Barn to Cottonwood Avenue, the Sidewalk Sale is proposed to relocate to Pawling Avenue. As the permit application indicates, the proposed area includes Pawling Avenue and the two Village parking lots between Cottonwood and the entrance to Hartland Meadows.

Recommendation: Approve the event.

Item 5 Regarding Neighborhood Night Out

Background: Elise Miller, Lake Country Bed Barn, and Recreation Director Yogerst will present information on this annual event produced in coordination between the Recreation Department, Miller and other downtown business owners with support from the Business Improvement District and other sponsors. The event includes activities in downtown businesses with shuttle service, a band in Nixon Park and a family movie at (or in) the Hartland Fire Department on Lawn Street. The Board is asked to approve the event including use of Village facilities and equipment (cones).

Recommendation: Approve the event.

Item 6 Related to the proposed rezoning of 345 Cottonwood Ave.

Background: As a reminder, the owner of the building at 345 Cottonwood Avenue has requested rezoning of the parcel from B-3 Central Business/Mixed Use District to RS-3 Single-Family Residential District. The parcel is located in the downtown business area and is the southernmost of three adjacent house structures on this stretch of Cottonwood. The Village's Comprehensive Plan identifies this area, including the entirety of the downtown, as "Mixed-Use

Commercial/Residential (Part of the Village Center).” Additionally, at its meeting on Tuesday, April 9, the Comp Plan Update Steering Committee indicated that it would recommend the area be designated similarly in the updated Plan. The parcel immediately north of the subject parcel is zoned RM-2 Multiple-Family Residential District and is currently a single family house. The next parcel north is zoned RM-1 Multiple-Family Residential District and is used as a multiple tenant, 3-unit residential building. South of the subject property (south of the driveway for Hartland Meadows) is a multiple tenant business property. Previously, the subject parcel was used as a commercial use and would be modified to meet the residential building codes. As a reminder, the B-3 zoning district allows residential use of buildings in the district at the rear of the first floor and on the second floor and above. If the zoning is changed, the petitioner has suggested RM-3 zoning. The Economic Development Committee of the Downtown BID, at its meeting on Wednesday, April 10, reviewed the downtown for future development in an effort to provide feedback to the BID Board, Village Board and the Comp Plan Steering Committee. It determined that the three residential parcels in this area are a prime location for potential redevelopment into an appropriate mixed use development to compliment the commercial nature of the District and provide higher density housing.

At its meeting on Monday, April 15, the Plan Commission recommended denial of the proposed rezoning request. During discussion, the Commission noted that the current zoning is compliant with the Village’s planning documents and that the area should remain zoned as B-3. Further, it indicated that it may be willing to consider a Conditional Use at the location for certain types of residential uses such as housing for the elderly/seniors in the future.

Recommendation: Deny the request for rezoning.

Item 7 Related to the Biebel’s temporary greenhouse Conditional Use Permit.

Background: The ownership of Biebel’s True Value has petitioned for an extension of the Conditional Use Permit they have held for some time, which allows them to construct a temporary facility for the sale of flowers on the property they occupy on Hartbrook Drive. A revised map was provided that changed the location of the greenhouse to a position adjacent to the main building. The Plan Commission considered the revised plan and recommended approval of a renewed 5-year Conditional Use Permit.

Recommendation: Approve the renewed Conditional Use Permit.

Item 8 Regarding a resolution to name the Municipal Building in honor of Trustee Landwehr.

Background: The Village Board is asked to consider an action suggested by President Pfannerstill to name the Hartland Municipal Building in honor of retired Trustee Richard E Landwehr, who completed his 53rd year of service on the Hartland Village Board on April 15. If the Village Board concurs with the action, the signage on and in front of the building would be updated and an unveiling ceremony would likely be conducted in conjunction with the Hometown Celebration events at the end of June. As a reminder, Trustee Landwehr has been selected as the Grand Marshal for the Hometown Celebration Parade.

Recommendation: Consider the resolution.

Item 9 Regarding relocation of the Ice Age Trail

Background: At the request of Trustee Meyer, the Board will be asked to discuss the relocation of the Ice Age Trail from its current route between Palmer's and Silver Leash to a location on the BMO bank site at the corner of E Capitol Drive and North Avenue.

Recommendation: Consider the proposal.

Item 10 Regarding use of an outside Prosecutor.

Background: Recently, the Hartland Police Department stopped Mrs. Susan Kay and cited her with three traffic-related violations. Because of her relationship to Municipal Judge Kay (they are married), the case is being moved out of the Lake Country Court to the City of Waukesha Municipal Court. Additionally, to eliminate any potential conflicts of interest, staff is proposing to use an outside prosecutor in this case instead of the Village Attorney's office. The City of Waukesha Office of the City Attorney has agreed to provide the service to the Village based on a billing rate of \$150 per hour plus costs. The Village Board is asked to approve this agreement.

Recommendation: Approve the agreement with City of Waukesha.

Item 11 Regarding a Resolution concerning employee health insurance.

Background: As Finance Director Bailey's memo indicates, the Village purchases health insurance for employees through the State Employee Trust Fund (ETF), which insures State employees as well as many municipal employees. Based on changes to the program over time, the ETF is requesting its municipal entities to update the resolutions indicating municipal participation in the program. The Board is asked to update its resolution.

Recommendation: Approve the resolution.

Item 12 Regarding the 2020 Budget preparation calendar

Background: Finance Director Bailey will review the calendar for preparation of the Village's 2020 annual budget. The Board is asked to approve it for use as the plan for budget preparation.

Recommendation: Approve the calendar

Item 13 Related to Administrator search.

Background: Due to the impending vacancy in the Village Administrator position, the Village Board is encouraged to determine how it wishes to move ahead with hiring a successor. It is recommended that the Village Board solicit proposals from search firms to facilitate the process. The Board could task the Village President and the Village Clerk with preparing a basic RFP and soliciting responses. Then, the Village Board could review the responses, interview the consultants and select one with whom to work.

Recommendation: Authorize the Village President to seek proposals.

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

Call to Order

Roll Call

Pledge of Allegiance – Trustee Dorau

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

Others Present: Trustees Elect Robyn Ludtke and Rick Connor, Administrator Cox, Clerk Igl, Police Chief Misko, Fire Chief Dean, Library Director Gest, Operations Supervisor Gerszewski, Utility Operations Supervisor Felkner, Rec Director Yogerst, Finance Director Bailey, Judge Kay, Deputy Chief Collura, Chip Schneeberger, Dr. Jim Muenzenberger, Bob Rosch, Mike Bagin.

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.) Trustee Meyers asked whether the approved no parking signs for Progress Drive had been installed yet. Operations Supervisor Gerszewski stated that DPW is waiting for the ground to thaw and that the signs will be installed within the next few weeks.

1. Proclamation honoring Trustee Richard Landwehr for 53 years of service to the Village upon his retirement.

Village President Pfannerstill read the proclamation honoring Trustee Landwehr into the record thanking him for his dedication to the Village. President Pfannerstill added that Dick Landwehr has been selected to be the parade marshal for the 2019 Hometown Celebration Parade.

2. Comments from Municipal Judge Timothy Kay regarding the Lake Country Municipal Court.

Judge Kay provided an update on court operations stating that members have been added recently with Johnson Creek now a full member. He state that the court is self-sustaining and that they are working on a plan for new court offices and court room. Additionally he reported that a new part-clerk was hired this year. The judge commented that the City of Oconomowoc drives the process of the location of the court with their move to the safety building.

Trustee Meyers inquired whether the concept of an occasional traveling court has been considered. The judge responded that the concept could be explored after review of the ordinances.

3. Motion (Meyers/Anson) to approve Village Board minutes of March 25, 2019. Carried (7-0).
4. Motion (Landwehr/Swenson) to approve vouchers for payment in the amount of \$221,147.18. Carried (6-0). Meyers abstained.

Trustee Landwehr left the meeting at this time.

VILLAGE BOARD MINUTES

MONDAY, APRIL 8, 2019

7:00 PM

PAGE 2

5. Consideration of actions related to Licenses and Permits.
 - a. Motion (Wallschlager/Dorau) to approve applications for Operator's (Bartender) Licensees with a term ending June 30, 2020. Carried (6-0).
 - 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) LicensesMotion (Wallschlager/Anson) to approve all license applications related to the Chamber of Commerce annual street dance. Carried (6-0).
 - c. Motion (Swenson/Dorau) to approve 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. Carried (6-0).

6. Presentation of Hometown Celebration event schedule and consideration of a motion to approve the plans and activities.

Rec Director Yogerst presented the schedule for the Hometown Celebration events. Motion (Meyers/Dorau) to approve the schedule of events as presented. Carried (6-0).

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.

Library Director Gest stated that the library is planning an event as a kick off to summer which will promote the summer reading program. The event will include a tent for library card registrations, yard games, a live band and possibly food trucks or local food. She stated that she will provide updates as details are worked out. Motion to approve the use of Nixon Park for the event. Carried (6-0).

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.

Dr. Muenzenberger and Chip Schneeberger stated that a river and river bank cleanup project is planned. The plan is to clear some invasive species, improve site lines and make the river navigable for small watercraft. It is believed that there will be between 30 and 60 volunteers. It was requested that a Village staff member assist with the project and that the DPW chipper be utilized for debris. It was stated that some downed trees are causing the river to divert. All work items planned are acceptable by the Department of Natural Resources. The first phase is intended to be roughly 750 feet near Centennial Park removing 10 downed trees in that area. Motion (Meyers/Dorau) to approve the project and for the Village to provide staff and the chipper. Carried (6-0).

9. Consideration of items related to a Live Scan fingerprinting system for the Police Department

VILLAGE BOARD MINUTES

MONDAY, APRIL 8, 2019

7:00 PM

PAGE 3

- 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.

Chief Misko stated that this electronic fingerprint equipment will capture prints in a digital electronic format that will improve efficiencies. He stated that if there is an issue with the print, such as smudging, the system will provide an error message immediately. He stated that the prints wouldn't need to be mailed to the crime lab but would be electronically transmitted. He stated that this is a 90% grant reimbursement program which will result in an actual cost to the Village of approximately \$1,500. Chief Misko stated that the department could still capture fingerprints with ink if needed for a specific circumstance. Any request for ink would still be acceptable with a fee of \$20 for either ink or electronic. He clarified that Wisconsin does not require fingerprints for a concealed carry permit.

Motion (Meyers/Anson) to accept a Department of Justice reimbursement grant to implement a Live Scan fingerprinting system and award of a contract to Idemia in the amount of \$14,862 for the Live Scan fingerprinting system. Carried (6-0).

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.

Operations Supervisor Gerszewski commented that it was an unprecedented year for salt use. Motion (Anson/Dorau) to authorize the ordering of up to 2,664 tons of road salt through the Wisconsin Department of Transportation 2019-2020 Salt Contract. Carried (6-0).

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.

Utility Operations Supervisor Felkner stated that this project is for the building that will house the generator and rebuild the pumps. He stated that the project was originally estimated by the engineers at \$210,000 but came in lower. Motion (Pfannerstill/Dorau) to award of a contract to Hogen Electric, Inc. of Hartford for the Crystal Drive Lift Station Modifications Project in the amount of \$196,000. Carried (6-0).

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.

President Pfannerstill thanked Village Administrator Cox for his years of service to the Village announcing that he will be leaving May 3. He stated that Administrator Cox has done a great job.

President Pfannerstill thanked Trustee Swenson for his service to the Village since being elected in 2001. It was stated that the newly elected officials will be sworn in at the next

VILLAGE BOARD MINUTES

MONDAY, APRIL 8, 2019

7:00 PM

PAGE 4

meeting and commended the Clerk for efforts administering the April 2 election.

13. Adjournment.

Respectfully submitted,

Darlene Igl
Village Clerk

TO: Village President & Board of Trustees

FROM: Kinsey Detert, Fiscal Clerk

DATE: April 22, 2019

RE: Voucher List

Attached is the voucher list for the April 22, 2019 Village Board meeting.

| | |
|------------------------------|----------------------|
| April 22, 2019 Checks: | \$ 160,545.30 |
| March Manual Checks: | \$ 32,285.37 |
| March Credit Card: | \$ 11,076.64 |
| March Wires: | \$ 210,968.87 |
| Total amount to be approved: | <u>\$ 414,876.18</u> |

VILLAGE OF HARTLAND
VOUCHER LIST - APRIL 22, 2019

04/17/19 8:45 AM

Page 1

| Account Descr | Search Name | Comments | Amount |
|---|------------------------------|---|------------|
| EXPENSE Descr | | | |
| G 101-24240 COURT FINES DUE STATE | DELAFIELD POLICE, CITY OF | NOLTY/BC2682256 | \$124.00 |
| G 804-21520 RETIREMENT DEDUCTIONS PAYABLE | EDWARD JONES | GARDNER IRA 03/08 & 03/22 | \$124.64 |
| R 101-46730 RECREATION CLASSES | HAHN, SARISSA | PARTIAL REFUND INTO TO SHOOTING/PASS SHOOT SC | \$29.20 |
| G 101-21550 UNION DUES DEDUCTIONS PAYABLE | HARTLAND PROFESSIONAL POLICE | APR DUES | \$439.00 |
| G 101-24240 COURT FINES DUE STATE | LAKE CTRY MUNICIPAL COURT | 3X80QCL4NL | \$312.60 |
| G 101-24240 COURT FINES DUE STATE | LAKE CTRY MUNICIPAL COURT | NOLTY/BC605791-4 | \$363.00 |
| G 101-24240 COURT FINES DUE STATE | LAKE CTRY MUNICIPAL COURT | 3X80QCL4NL | \$174.00 |
| R 101-46730 RECREATION CLASSES | MALEC, JESSICA | PROGRAM OVERPAYMENT | \$24.00 |
| R 101-46730 RECREATION CLASSES | MERKEL, SANDRA | PASS SHOOT SCORE PARTIAL REFUND | \$14.60 |
| G 101-23000 SPECIAL DEPOSITS | NERDAHL, DENISE | BUS OCC/540 HARTBROOK UNIT E | \$500.00 |
| R 101-46730 RECREATION CLASSES | RECK, SARAH | INTRO TO SHOOTING PARTIAL REFUND | \$24.00 |
| R 101-46730 RECREATION CLASSES | RECK, SARAH | PASS SHOOT SCORE PROGRAM | \$120.00 |
| R 101-46735 TO THE POINTE DANCE PROGRAM | RUNT, SARA | ADULT TAP/JAZZ CLASS | \$59.37 |
| R 101-46730 RECREATION CLASSES | SUSITTI, DIANNA | OVER PAYMENT | \$8.00 |
| G 204-34187 FWW LIFT STATION REPLACEMENT | WE ENERGIES | MAR-APR FW WEST LIFT STATION | \$98.05 |
| EXPENSE Descr | | | \$2,414.46 |
| EXPENSE Descr AMBULANCE | | | |
| E 101-52300-300 OPERATING SUPPLIES/EXPENSES | AIRGAS USA LLC | OXYGEN | \$315.89 |
| E 101-52300-300 OPERATING SUPPLIES/EXPENSES | AIRGAS USA LLC | OXYGEN | \$484.98 |
| E 101-52300-300 OPERATING SUPPLIES/EXPENSES | AMERICAS PUB QUIZ | PORTABLE SOUND SYSTEM | \$250.00 |
| E 101-52300-300 OPERATING SUPPLIES/EXPENSES | BATTERY PRODUCTS INC | BATTERIES | \$102.95 |
| E 101-52300-300 OPERATING SUPPLIES/EXPENSES | BATTERY PRODUCTS INC | BATTERIES | \$22.95 |
| E 101-52300-300 OPERATING SUPPLIES/EXPENSES | EMERGENCY MEDICAL PRODUCTS | EMS SUPPLIES | \$8.95 |
| E 101-52300-300 OPERATING SUPPLIES/EXPENSES | LARK UNIFORM INC | PERMAGOLD LACE | \$93.00 |
| E 101-52300-290 OUTSIDE SERVICES/CONTRACTS | PROHEALTH CARE MEDICAL ASSOC | VELCHECK/DRUG SCREEN | \$41.00 |
| E 101-52300-290 OUTSIDE SERVICES/CONTRACTS | PROHEALTH CARE MEDICAL ASSOC | BROWN DRUG SCREEN/HISTORY/PHYSICAL | \$189.00 |
| E 101-52300-290 OUTSIDE SERVICES/CONTRACTS | WCTC(BILLING) | TUITION NASH/DEBELACK | \$968.84 |
| E 101-52300-290 OUTSIDE SERVICES/CONTRACTS | WISCONSIN EMS ASSOCIATION | MEMBERSHIP RENEWAL | \$300.00 |
| EXPENSE Descr AMBULANCE | | | \$2,777.56 |
| EXPENSE Descr CABLE TELEVISION | | | |
| E 101-55370-290 OUTSIDE SERVICES/CONTRACTS | WCM | 2019 RENEWING STATION MEMBERSHIP | \$220.00 |
| EXPENSE Descr CABLE TELEVISION | | | \$220.00 |
| EXPENSE Descr DEBT SERVICE | | | |
| E 301-58000-305 EXPENSES-OTHER | BOND TRUST SERVICES CORP | 48961-PA | \$400.00 |
| EXPENSE Descr DEBT SERVICE | | | \$400.00 |
| EXPENSE Descr ECONOMIC DEVELOPMENT | | | |

| Account Descr | Search Name | Comments | Amount |
|---|--------------------------------|---------------------------------------|--------------------|
| E 804-56700-734 ANNUAL AUDIT | BAKER TILLY VIRCHOW KRAUSE | AUDIT PAYMENT #2 | \$1,225.00 |
| E 804-56700-140 RETIREMENT BENEFITS | EDWARD JONES | GARDNER IRA 03/08 & 03/22 | \$62.74 |
| E 804-56700-719 EVENTS | LAKE COUNTRY BED BARN | HNNO SPONSORSHIP | \$600.00 |
| E 804-56700-715 STREETScape PROGRAM | PATIO PETALS | SPRING PLANTING/STREETScape | \$930.00 |
| E 804-56700-719 EVENTS | VILLAGE GRAPHICS | MARCH MANIA | \$81.50 |
| EXPENSE Descr ECONOMIC DEVELOPMENT | | | <u>\$2,899.24</u> |
| EXPENSE Descr ELECTIONS | | | |
| E 101-51440-300 OPERATING SUPPLIES/EXPENSES | CONLEY MEDIA LLC | ELECTION NOTICES | \$143.48 |
| EXPENSE Descr ELECTIONS | | | <u>\$143.48</u> |
| EXPENSE Descr FINANCIAL ADMINISTRATION | | | |
| E 101-51500-540 AUDITING/ACCOUNTING | BAKER TILLY VIRCHOW KRAUSE | AUDIT PAYMENT #2 | \$11,500.00 |
| E 101-51500-290 OUTSIDE SERVICES/CONTRACTS | DIVERSIFIED BENEFIT SERVICES | APR ADMIN SERVICES | \$176.64 |
| E 101-51500-510 INSURANCES | MPIC | 2019-2020 POLICY RENEWAL | \$25,691.00 |
| E 101-51500-510 INSURANCES | R&R INSURANCE SERVICES INC | POLICY CHANGE | \$115.00 |
| EXPENSE Descr FINANCIAL ADMINISTRATION | | | <u>\$37,482.64</u> |
| EXPENSE Descr FIRE PROTECTION | | | |
| E 101-52200-300 OPERATING SUPPLIES/EXPENSES | BIEBELS TRUE VALUE | TORCH/GAS CYLINDER | \$43.06 |
| E 101-52200-300 OPERATING SUPPLIES/EXPENSES | EXECU PRINT | TRUCK GRAPHICS | \$3,200.00 |
| E 101-52200-300 OPERATING SUPPLIES/EXPENSES | WAUKESHA CTY FIRE CHIEFS ASSOC | SCBA FIT TESTING | \$63.98 |
| E 101-52200-300 OPERATING SUPPLIES/EXPENSES | XEROX CORPORATION | FEB-MAR COPIER | \$45.70 |
| EXPENSE Descr FIRE PROTECTION | | | <u>\$3,352.74</u> |
| EXPENSE Descr GENERAL ADMINISTRATION | | | |
| E 101-51400-300 OPERATING SUPPLIES/EXPENSES | CONLEY MEDIA LLC | NOTICES | \$100.14 |
| E 101-51400-395 COMMUNITY RELATIONS | HARTLAND AREA CHAMBER COMMERCE | KUDOS AWARDS/SPONSOR | \$1,011.60 |
| E 101-51400-300 OPERATING SUPPLIES/EXPENSES | OFFICE PRO INC | OFFICE SUPPLIES | \$91.96 |
| E 101-51400-300 OPERATING SUPPLIES/EXPENSES | OFFICE PRO INC | OFFICE SUPPLIES | \$41.26 |
| E 101-51400-300 OPERATING SUPPLIES/EXPENSES | OFFICE PRO INC | OFFICE SUPPLIES | \$14.00 |
| E 101-51400-290 OUTSIDE SERVICES/CONTRACTS | RHYME BUSINESS PRODUCTS LLC | FEB-MAR ADDL IMAGES | \$569.74 |
| E 101-51400-290 OUTSIDE SERVICES/CONTRACTS | RHYME BUSINESS PRODUCTS LLC | MAR-APR COPIER | \$337.00 |
| E 101-51400-210 LEGAL SERVICES | VON BRIESEN & ROPER | LEGAL SERVICES | \$7,681.28 |
| E 101-51400-210 LEGAL SERVICES | VON BRIESEN & ROPER | LEGAL SERVICES | \$287.00 |
| E 101-51400-290 OUTSIDE SERVICES/CONTRACTS | WI DEPT OF JUSTICE (CHKS) | MAR BARTENDER/SOLICITOR RECORD CHECKS | \$84.00 |
| EXPENSE Descr GENERAL ADMINISTRATION | | | <u>\$10,217.98</u> |
| EXPENSE Descr INSPECTION | | | |
| E 101-52400-290 OUTSIDE SERVICES/CONTRACTS | WISCONSIN BUILDING INSPECTIONS | MARCH PERMITS | \$3,511.66 |
| EXPENSE Descr INSPECTION | | | <u>\$3,511.66</u> |
| EXPENSE Descr LAW ENFORCEMENT | | | |

| Account Descr | Search Name | Comments | Amount |
|---|------------------------------|--|------------|
| E 101-52100-300 OPERATING SUPPLIES/EXPENSES | AXON ENTERPRISE INC | BATTERY PACKS/CARTRIDGE | \$716.00 |
| E 101-52100-300 OPERATING SUPPLIES/EXPENSES | EMERGENCY MEDICAL PRODUCTS | FIRST AID SUPPLIES | \$176.04 |
| E 101-52100-300 OPERATING SUPPLIES/EXPENSES | HARTLAND OVERHEAD DOOR | BROKEN SPRING SERVICE | \$743.50 |
| E 101-52100-360 VEHICLE MAINT/EXPENSE | HARTLAND SERVICE INC | SQ #2 BATTERY SERVICE | \$288.91 |
| E 101-52100-290 OUTSIDE SERVICES/CONTRACTS | LEXISNEXIS | MARCH USER FEE | \$140.50 |
| E 101-52100-290 OUTSIDE SERVICES/CONTRACTS | PEWAUKEE, VILLAGE OF | 2019 JOINT PISTOL RANGE FEES | \$250.00 |
| E 101-52100-290 OUTSIDE SERVICES/CONTRACTS | PROHEALTH CARE MEDICAL ASSOC | PD FIT TESTS | \$726.00 |
| E 101-52100-300 OPERATING SUPPLIES/EXPENSES | SOBONIAK, CONRAD | REIMBURSE MEALS FOR TRAINING | \$25.37 |
| E 101-52100-290 OUTSIDE SERVICES/CONTRACTS | WAUKESHA CTY TREASURER (515) | SPELLMAN RECORDS/NETMOTION/INTERGRAPH | \$4,541.00 |
| E 101-52100-290 OUTSIDE SERVICES/CONTRACTS | WAUKESHA CTY TREASURER (515) | MAR PRISONER HOUSING | \$255.15 |
| E 101-52100-300 OPERATING SUPPLIES/EXPENSES | WCTC(BILLING) | TUITION FOR VOCATIONAL DEBARGE/HAAG/JEWELL/M | \$376.08 |
| EXPENSE Descr LAW ENFORCEMENT | | | \$8,238.55 |
| EXPENSE Descr LIBRARY | | | |
| E 101-55110-255 BLDGS/GROUNDS | AUTOMATIC ENTRANCES | SERVICE TO DOOR | \$1,210.65 |
| E 101-55110-300 OPERATING SUPPLIES/EXPENSES | BAUER, HEIDI | REIMBURSE PROGRAM SUPPLIES | \$23.19 |
| E 101-55110-310 BOOKS & MATERIALS | BRILLIANCE AUDIO INC | AUDIOBOOK | \$40.78 |
| E 101-55110-325 PERIODICALS | BUSINESS JOURNAL | SUBSCRIPTION RENEWAL | \$145.00 |
| E 101-55110-300 OPERATING SUPPLIES/EXPENSES | DEMCO INC | BOOKMARKS/PAPER/CD ALBUMS | \$88.14 |
| E 101-55110-310 BOOKS & MATERIALS | GALE/CENGAGE LEARNING | LARGE PRINTS | \$145.91 |
| E 101-55110-255 BLDGS/GROUNDS | HAHN ACE HARDWARE | AIR FILTERS | \$30.19 |
| E 101-55110-255 BLDGS/GROUNDS | HAHN ACE HARDWARE | AIR FILTERS | \$17.96 |
| E 101-55110-255 BLDGS/GROUNDS | HAHN ACE HARDWARE | AIR FILTERS | \$120.74 |
| E 101-55110-310 BOOKS & MATERIALS | RECORDED BOOKS LLC | ADULT AUDIOBOOK | \$99.00 |
| E 101-55110-290 OUTSIDE SERVICES/CONTRACTS | RICOH AMERICAS CORP | MARCH ADDL IMAGES | \$139.86 |
| E 101-55110-220 UTILITY SERVICES | WE ENERGIES | MAR-APR GAS | \$424.53 |
| E 101-55110-255 BLDGS/GROUNDS | WIL-KIL | COMMERCIAL CONTRACT | \$50.00 |
| EXPENSE Descr LIBRARY | | | \$2,535.95 |
| EXPENSE Descr LIBRARY SPEC EXPENSE | | | |
| E 205-59100-305 EXPENSES-OTHER | DEMCO INC | TSHIRTS/PROGRAM SUPPLIES | \$274.01 |
| EXPENSE Descr LIBRARY SPEC EXPENSE | | | \$274.01 |
| EXPENSE Descr MUNICIPAL BUILDING | | | |
| E 101-51600-290 OUTSIDE SERVICES/CONTRACTS | ALSCO | FLOOR MAT SERVICE | \$143.13 |
| E 101-51600-355 JANITORIAL SUPPLIES | HAHN ACE HARDWARE | GLOVES | \$33.29 |
| E 101-51600-255 BLDGS/GROUNDS | HAHN ACE HARDWARE | CARPET CLEANER RENTAL | \$39.99 |
| E 101-51600-255 BLDGS/GROUNDS | HAHN ACE HARDWARE | LIGHTS | \$89.76 |
| E 101-51600-255 BLDGS/GROUNDS | HAHN ACE HARDWARE | VACCUUM BAGS | \$31.49 |
| E 101-51600-255 BLDGS/GROUNDS | HAHN ACE HARDWARE | TOP SOIL/CORK ROLL | \$27.80 |
| E 101-51600-255 BLDGS/GROUNDS | HAHN ACE HARDWARE | CREDIT | -\$7.15 |
| E 101-51600-255 BLDGS/GROUNDS | HAHN ACE HARDWARE | FILTERS/BATTERIES | \$48.55 |
| E 101-51600-255 BLDGS/GROUNDS | HAHN ACE HARDWARE | FILTERS | \$15.29 |

| Account Descr | Search Name | Comments | Amount |
|---|-------------------------------|---|------------|
| E 101-51600-255 BLDGS/GROUNDS | HAHN ACE HARDWARE | VACCUUM | \$89.99 |
| E 101-51600-255 BLDGS/GROUNDS | HAHN ACE HARDWARE | CARPET CLEANER RENTAL | \$39.99 |
| E 101-51600-255 BLDGS/GROUNDS | HAHN ACE HARDWARE | MISC HARDWARE | \$22.48 |
| E 101-51600-255 BLDGS/GROUNDS | HAHN ACE HARDWARE | CREDIT | -\$8.99 |
| E 101-51600-255 BLDGS/GROUNDS | HAHN ACE HARDWARE | FILTERS | \$98.02 |
| E 101-51600-255 BLDGS/GROUNDS | KAESTNER AUTO ELECTRIC CO | FLAG | \$80.99 |
| E 101-51600-290 OUTSIDE SERVICES/CONTRACTS | PATIO PETALS | SPRING CONTAINER PLANTING | \$1,120.00 |
| E 101-51600-800 CAPITAL OUTLAY | SPECTRUM MAINTENANCE | PAINT COMMUNITY CENTER/RESTROOMS/KITCHEN AR | \$4,000.00 |
| EXPENSE Descr MUNICIPAL BUILDING | | | \$5,864.63 |
| EXPENSE Descr PARKS | | | |
| E 101-55200-365 BLDGS/GROUNDS MAINT EXPENSE | ALL-WAYS CONTRACTORS INC | TOP SOIL | \$218.75 |
| E 101-55200-370 ATHLETIC FACILITY MAINTENANCE | BEACON ATHLETICS | PARTS FOR CHALKER | \$46.00 |
| E 101-55200-365 BLDGS/GROUNDS MAINT EXPENSE | BIEBELS TRUE VALUE | LATCH | \$12.38 |
| E 101-55200-365 BLDGS/GROUNDS MAINT EXPENSE | OKAUCHEE REDI-MIX INC | CONCRETE | \$1,089.00 |
| E 101-55200-365 BLDGS/GROUNDS MAINT EXPENSE | OLSEN SAFETY EQUIPMENT CORP | GLOVES | \$110.88 |
| E 101-55200-370 ATHLETIC FACILITY MAINTENANCE | PORT-A-JOHN | PENBROOK RESTROOM | \$224.00 |
| E 101-55200-220 UTILITY SERVICES | WE ENERGIES | MAR-APR CENTENNIAL | \$18.79 |
| E 101-55200-365 BLDGS/GROUNDS MAINT EXPENSE | WERNER ELECTRIC SUPPLY | MOTION LIGHTS | \$31.74 |
| EXPENSE Descr PARKS | | | \$1,751.54 |
| EXPENSE Descr PUBLIC WORKS | | | |
| E 101-53000-235 STREET SWEEPING | ADVANCED DISPOSAL SERVICES | STREET SWEEPING DISPOSAL | \$1,885.45 |
| E 101-53000-410 STREETS GEN MAINT | ALL-WAYS CONTRACTORS INC | TOP SOIL | \$218.75 |
| E 101-53000-360 VEHICLE MAINT/EXPENSE | BRUCE MUNICIPAL EQUIPMENT INC | SWEEPER PARTS | \$1,299.02 |
| E 101-53000-360 VEHICLE MAINT/EXPENSE | BUMPER TO BUMPER HARTLAND | BELT | \$18.09 |
| E 101-53000-365 BLDGS/GROUNDS MAINT EXPENSE | BUMPER TO BUMPER HARTLAND | FLOOR CLEANER | \$188.19 |
| E 101-53000-410 STREETS GEN MAINT | CHICAGO CONTRACTORS SUPPLY | CONCRETE TOOLS | \$93.31 |
| E 101-53000-410 STREETS GEN MAINT | CHICAGO CONTRACTORS SUPPLY | CONCRETE TOOLS | \$452.07 |
| E 101-53000-240 CONTRACTED SNOW & ICE CONTROL | CONCRETE & BRICK SPECIALISTS | MARCH SNOWPLOWING | \$360.00 |
| E 101-53000-290 OUTSIDE SERVICES/CONTRACTS | CONLEY MEDIA LLC | BRIDGE NOTICE | \$19.38 |
| E 101-53000-360 VEHICLE MAINT/EXPENSE | E.H. WOLF | UNLEADED GASOLINE | \$991.74 |
| E 101-53000-360 VEHICLE MAINT/EXPENSE | E.H. WOLF | DIESEL FUEL | \$175.37 |
| E 101-53000-360 VEHICLE MAINT/EXPENSE | E.H. WOLF | DIESEL FUEL | \$797.34 |
| E 101-53000-360 VEHICLE MAINT/EXPENSE | HYDRAULIC COMPONENT SERVICES | MOTOR | \$1,032.00 |
| E 101-53000-180 OTHER BENEFITS | ITU ABSORBTECH INC | UNIFORMS | \$105.90 |
| E 101-53000-180 OTHER BENEFITS | ITU ABSORBTECH INC | UNIFORMS | \$132.95 |
| E 101-53000-360 VEHICLE MAINT/EXPENSE | JENSEN EQUIPMENT CO INC | BLADE SHAFT SERVICE KIT | \$185.00 |
| E 101-53000-410 STREETS GEN MAINT | LANGE ENTERPRISES INC | PARKING SIGNS/HAZARD MARKER | \$873.90 |
| E 101-53000-300 OPERATING SUPPLIES/EXPENSES | MENARDS- PEWAUKEE | WOOD FINISH | \$62.62 |
| E 101-53000-360 VEHICLE MAINT/EXPENSE | NAPA AUTO PARTS | REDUCER SLEEVE | \$59.98 |
| E 101-53000-300 OPERATING SUPPLIES/EXPENSES | OFFICE PRO INC | OFFICE SUPPLIES | \$64.42 |

| Account Descr | Search Name | Comments | Amount |
|--|--------------------------------|-----------------------------|--------------------|
| E 101-53000-360 VEHICLE MAINT/EXPENSE | PRICE ENGINEERING | FUEL LINE FITTINGS | \$92.76 |
| E 101-53000-290 OUTSIDE SERVICES/CONTRACTS | PROHEALTH CARE MEDICAL ASSOC | AUDIO SCREENINGS | \$92.00 |
| E 101-53000-360 VEHICLE MAINT/EXPENSE | PROVEN POWER INC | PARTS FOR TRACTOR | \$4,138.44 |
| E 101-53000-360 VEHICLE MAINT/EXPENSE | PROVEN POWER INC | WINDOW | \$140.02 |
| E 101-53000-365 BLDGS/GROUNDS MAINT EXPENSE | RINDERLE DOOR CO | REPAIR SALT DOME DOOR | \$3,825.35 |
| E 101-53000-365 BLDGS/GROUNDS MAINT EXPENSE | RINDERLE DOOR CO | REPLACE PANEL ON DOOR | \$1,775.44 |
| E 101-53000-235 STREET SWEEPING | STRIETER FARM TRUCK SERVICE | HAUL STREET SWEEPINGS | \$556.58 |
| E 101-53000-360 VEHICLE MAINT/EXPENSE | TRUCK COUNTRY OF WISCONSIN | CREDIT | -\$67.50 |
| E 101-53000-360 VEHICLE MAINT/EXPENSE | TRUCK COUNTRY OF WISCONSIN | PIPE | \$183.27 |
| E 101-53000-225 STREET LIGHTING | WE ENERGIES | FEB-MAR ST LIGHTING | \$8,644.75 |
| E 101-53000-225 STREET LIGHTING | WE ENERGIES | MAR-APR FOUR WINDS WEST | \$92.24 |
| E 101-53000-290 OUTSIDE SERVICES/CONTRACTS | WI DEPT OF JUSTICE (CHKS) | DPW RECORD CHECKS | \$49.00 |
| EXPENSE Descr PUBLIC WORKS | | | <u>\$28,537.83</u> |
| EXPENSE Descr RECREATION PROGRAMS/EVENTS | | | |
| E 101-55300-295 TRIPS | MENOMONEE FALLS SCHOOL DISTRIC | MISS SAIGON TRIP | \$416.00 |
| E 101-55300-295 TRIPS | MENOMONEE FALLS SCHOOL DISTRIC | BLOOMIN ART TRIP | \$270.00 |
| E 101-55300-290 OUTSIDE SERVICES/CONTRACTS | OSBORNE, SHEILA RAE | MAKEUP 101 | \$75.00 |
| E 101-55300-290 OUTSIDE SERVICES/CONTRACTS | PEWAUKEE PARK & REC | AARP PROGRAMS | \$65.00 |
| E 101-55300-290 OUTSIDE SERVICES/CONTRACTS | PROHEALTH CARE MEDICAL ASSOC | DRUG SCREEN DIEKMEIR | \$29.00 |
| E 101-55300-290 OUTSIDE SERVICES/CONTRACTS | PROHEALTH CARE MEDICAL ASSOC | DRUG SCREENS FOUST/MARTINEZ | \$72.00 |
| E 101-55300-290 OUTSIDE SERVICES/CONTRACTS | WAUKESHA CTY TREASURER (515) | LEARN TO SKATE | \$110.00 |
| EXPENSE Descr RECREATION PROGRAMS/EVENTS | | | <u>\$1,037.00</u> |
| EXPENSE Descr REFUSE & GARBAGE COLLECTION | | | |
| E 201-53620-200 GARBAGE COLLECTION FEES | ADVANCED DISPOSAL SERVICES | MARCH SERVICES | \$32,828.40 |
| EXPENSE Descr REFUSE & GARBAGE COLLECTION | | | <u>\$32,828.40</u> |
| EXPENSE Descr SEWER SERVICE | | | |
| E 204-53610-290 OUTSIDE SERVICES/CONTRACTS | BAKER TILLY VIRCHOW KRAUSE | AUDIT PAYMENT #2 | \$4,500.00 |
| E 204-53610-290 OUTSIDE SERVICES/CONTRACTS | CONLEY MEDIA LLC | LIFT STATION AD | \$111.49 |
| E 204-53610-380 MAINTENANCE-SEWAGE SYSTEM COLL | CORE & MAIN LP | COVERS | \$180.00 |
| E 204-53610-290 OUTSIDE SERVICES/CONTRACTS | DIVERSIFIED BENEFIT SERVICES | APR ADMIN SERVICES | \$27.18 |
| E 204-53610-385 MAINTENANCE-COLLECT EQP PUMP | NAPA AUTO PARTS | FILTERS/FUEL PUMP | \$69.71 |
| E 204-53610-385 MAINTENANCE-COLLECT EQP PUMP | PRO INDUSTRIAL CONTROLS | LIFT STATION RELAY | \$37.02 |
| EXPENSE Descr SEWER SERVICE | | | <u>\$4,925.40</u> |
| EXPENSE Descr TIF FUND EXPENSES | | | |
| E 216-58300-540 AUDITING/ACCOUNTING | BAKER TILLY VIRCHOW KRAUSE | AUDIT PAYMENT #2 | \$170.00 |
| E 215-58300-540 AUDITING/ACCOUNTING | BAKER TILLY VIRCHOW KRAUSE | AUDIT PAYMENT #2 | \$170.00 |
| E 214-58300-540 AUDITING/ACCOUNTING | BAKER TILLY VIRCHOW KRAUSE | AUDIT PAYMENT #2 | \$170.00 |
| EXPENSE Descr TIF FUND EXPENSES | | | <u>\$510.00</u> |

| Account Descr | Search Name | Comments | Amount |
|--|--------------------------------|-----------------------------------|--------------|
| EXPENSE Descr WATER UTILITY | | | |
| E 620-53700-923 OUTSIDE SERVICES | BADGER METER INC | MAR BEACON HOSTING | \$164.08 |
| E 620-53700-923 OUTSIDE SERVICES | BAKER TILLY VIRCHOW KRAUSE | AUDIT PAYMENT #2 | \$4,500.00 |
| E 620-53700-652 MAINTENANCE OF SERVICES | CORE & MAIN LP | OFFSET REPAIR LD | \$320.00 |
| E 620-53700-651 MAINTENANCE OF MAINS | CORE & MAIN LP | CLAMPS | \$514.35 |
| E 620-53700-923 OUTSIDE SERVICES | DIVERSIFIED BENEFIT SERVICES | APR ADMIN SERVICES | \$67.93 |
| E 620-53700-923 OUTSIDE SERVICES | HYDROCORP | MAR INSPECTION/REPORTING SERVICES | \$2,885.00 |
| E 620-53700-632 WATER TREATMENT-SUPPLIES/EXP | USA BLUE BOOK | TUBING CONNECTION/FUNCTION VALVE | \$287.18 |
| E 620-53700-933 TRANSPORTATION EXPENSES | VAN HORN FORD | REPAIR CHECK ENGINE LIGHT | \$361.42 |
| E 620-53700-622 POWER FOR PUMPING | WE ENERGIES | FEB-MAR #3 PUMPHOUSE | \$1,134.16 |
| E 620-53700-625 MAINTENANCE OF PUMPING PLANT | WE ENERGIES | FEB-MAR BRISTLECONE | \$13.35 |
| E 620-53700-622 POWER FOR PUMPING | WE ENERGIES | MAR MICROBOOSTER STATION | \$23.50 |
| E 620-53700-622 POWER FOR PUMPING | WE ENERGIES | FEB-MAR BRISTLECONE | \$325.26 |
| E 620-53700-923 OUTSIDE SERVICES | WI STATE LABORATORY OF HYGIENE | FLUORIDE | \$26.00 |
| EXPENSE Descr WATER UTILITY | | | \$10,622.23 |
| | | | \$160,545.30 |

VILLAGE OF HARTLAND

04/12/19 8:33 AM

Page 1

Payments

Current Period: MARCH 2019

| | | | | | |
|------------------|---|---------------------|-------------|------------|-------------|
| Batch Name | MAR19MC | User Dollar Amt | \$32,285.37 | | |
| | Payments | Computer Dollar Amt | \$32,285.37 | | |
| | | | \$0.00 | In Balance | |
| Refer | 59473 WI SUPPORT COLLECTIONS TRUS Ck# 008794 3/8/2019 | | | | |
| Cash Payment | G 101-21580 GARNISHMENT DEDUCTIO PP #5 | | | | \$671.87 |
| Invoice | | | | | |
| Transaction Date | 4/12/2019 | GF Checking | 11100 | Total | \$671.87 |
| Refer | 59474 US DEPT OF EDUCATION Ck# 008795 3/7/2019 | | | | |
| Cash Payment | G 101-21580 GARNISHMENT DEDUCTIO GARNISHMENT/DYER | | | | \$214.67 |
| Invoice | | | | | |
| Transaction Date | 4/12/2019 | GF Checking | 11100 | Total | \$214.67 |
| Refer | 59475 EWALDS HARTFORD FORD Ck# 008796 3/7/2019 | | | | |
| Cash Payment | E 402-59900-820 POLICE DEPT EXPENS 2019 FORD EXPLORER | | | | \$30,135.00 |
| Invoice | | | | | |
| Transaction Date | 4/12/2019 | GF Checking | 11100 | Total | \$30,135.00 |
| Refer | 59476 REGISTRATION FEE TRUST Ck# 008798 3/15/2019 | | | | |
| Cash Payment | E 101-52100-300 OPERATING SUPPLIES TITLE/REG/TRANSFER PLATE NEW SQUAD | | | | \$71.50 |
| Invoice | | | | | |
| Transaction Date | 4/12/2019 | GF Checking | 11100 | Total | \$71.50 |
| Refer | 59477 WI RURAL WATER ASSOC (WRWA Ck# 008799 3/19/2019 | | | | |
| Cash Payment | E 620-53700-930 MISC GENERAL EXPEN ANNUAL TECHNICAL CONFERENCE GEORGENSON/ARK | | | | \$200.00 |
| Invoice | | | | | |
| Transaction Date | 4/12/2019 | GF Checking | 11100 | Total | \$200.00 |
| Refer | 59478 WI SUPPORT COLLECTIONS TRUS Ck# 008800 3/22/2019 | | | | |
| Cash Payment | G 101-21580 GARNISHMENT DEDUCTIO PP #6 | | | | \$671.87 |
| Invoice | | | | | |
| Transaction Date | 4/12/2019 | GF Checking | 11100 | Total | \$671.87 |
| Refer | 59479 US DEPT OF EDUCATION Ck# 008801 3/22/2019 | | | | |
| Cash Payment | G 101-21580 GARNISHMENT DEDUCTIO GARNISHMENT/DYER | | | | \$242.46 |
| Invoice | | | | | |
| Transaction Date | 4/12/2019 | GF Checking | 11100 | Total | \$242.46 |
| Refer | 59480 REGISTRATION FEE TRUST Ck# 008802 3/25/2019 | | | | |
| Cash Payment | E 101-52200-300 OPERATING SUPPLIES TITLE TRANSFER/FIRE DEPT | | | | \$78.00 |
| Invoice | | | | | |
| Transaction Date | 4/12/2019 | GF Checking | 11100 | Total | \$78.00 |

VILLAGE OF HARTLAND

04/08/19 1:37 PM

Page 1

Payments

Current Period: MARCH 2019



| Batch Name | MAR19CC | Payment | Computer Dollar Amt | \$11,076.64 | Posted |
|--------------|-----------------|--------------------|------------------------------------|-------------|-----------|
| Refer | 59430 | AMAZON | Ck# | 2019098E | 4/8/2019 |
| Cash Payment | E 101-55110-300 | OPERATING SUPPLIES | sheet protectors | | \$10.54 |
| Invoice | | | | | |
| Cash Payment | E 101-55110-310 | BOOKS & MATERIALS | dvds | | \$44.92 |
| Invoice | | | | | |
| Cash Payment | E 101-55110-310 | BOOKS & MATERIALS | dvd credit | | -\$0.11 |
| Invoice | | | | | |
| Cash Payment | E 101-55110-310 | BOOKS & MATERIALS | music | | \$38.57 |
| Invoice | | | | | |
| Cash Payment | E 101-55110-300 | OPERATING SUPPLIES | risers | | \$34.21 |
| Invoice | | | | | |
| Cash Payment | E 101-55110-310 | BOOKS & MATERIALS | dvds | | \$19.99 |
| Invoice | | | | | |
| Cash Payment | E 101-55110-310 | BOOKS & MATERIALS | music | | \$11.29 |
| Invoice | | | | | |
| Cash Payment | E 101-55110-300 | OPERATING SUPPLIES | k cups | | \$25.90 |
| Invoice | | | | | |
| Cash Payment | E 101-55110-310 | BOOKS & MATERIALS | dvds | | \$17.99 |
| Invoice | | | | | |
| Cash Payment | E 101-55110-310 | BOOKS & MATERIALS | dvds | | \$19.96 |
| Invoice | | | | | |
| Cash Payment | E 101-52100-300 | OPERATING SUPPLIES | 2 pet leashes/stubby antenna (RJC) | | \$31.46 |
| Invoice | | | | | |
| Cash Payment | E 101-55110-310 | BOOKS & MATERIALS | dvds | | \$45.98 |
| Invoice | | | | | |
| Cash Payment | E 101-55110-310 | BOOKS & MATERIALS | dvds | | \$44.92 |
| Invoice | | | | | |
| Cash Payment | E 101-55110-310 | BOOKS & MATERIALS | pens | | \$6.71 |
| Invoice | | | | | |
| Cash Payment | E 101-55110-310 | BOOKS & MATERIALS | dvds | | \$19.96 |
| Invoice | | | | | |
| Cash Payment | E 101-55110-300 | OPERATING SUPPLIES | mix it monday program supplies | | \$26.99 |
| Invoice | | | | | |
| Cash Payment | E 101-55110-300 | OPERATING SUPPLIES | mix it monday program supplies | | \$52.27 |
| Invoice | | | | | |
| Cash Payment | E 101-55110-310 | BOOKS & MATERIALS | music cds | | \$46.91 |
| Invoice | | | | | |
| Cash Payment | E 101-52100-300 | OPERATING SUPPLIES | USB Hub for squad | | \$19.90 |
| Invoice | | | | | |
| Cash Payment | E 101-51500-300 | OPERATING SUPPLIES | CONFIDENTIAL EMPLOYEE FOLDERS | | \$42.33 |
| Invoice | | | | | |
| Cash Payment | E 101-52100-300 | OPERATING SUPPLIES | DJH CLOTHIN ALLOWANCE | | \$31.26 |
| Invoice | | | | | |
| Cash Payment | E 101-52200-300 | OPERATING SUPPLIES | firefighting book for class | | -\$205.80 |
| Invoice | | | | | |

VILLAGE OF HARTLAND

04/08/19 1:37 PM

Page 2

Payments

Current Period: MARCH 2019

| | | | |
|--------------|-------------------------------------|---|----------|
| Cash Payment | E 101-51600-355 JANITORIAL SUPPLIES | Hand-held vacuum | \$65.99 |
| Invoice | | | |
| Cash Payment | E 101-52200-300 OPERATING SUPPLIES | educational books for Driver - operator | \$205.80 |
| Invoice | | | |
| Cash Payment | E 101-55300-300 OPERATING SUPPLIES | Yahtzee | \$13.28 |
| Invoice | | | |
| Cash Payment | E 101-55300-300 OPERATING SUPPLIES | Tables for Bridge | \$207.90 |
| Invoice | | | |
| Cash Payment | E 101-55110-300 OPERATING SUPPLIES | book tape | \$50.36 |
| Invoice | | | |
| Cash Payment | E 101-55110-310 BOOKS & MATERIALS | dvds | \$65.23 |
| Invoice | | | |
| Cash Payment | E 101-55110-310 BOOKS & MATERIALS | music | \$27.17 |
| Invoice | | | |
| Cash Payment | E 101-55110-310 BOOKS & MATERIALS | dvds | \$96.96 |
| Invoice | | | |
| Cash Payment | E 101-55110-310 BOOKS & MATERIALS | dvds | \$8.69 |
| Invoice | | | |
| Cash Payment | E 101-55110-310 BOOKS & MATERIALS | dvds | \$47.90 |
| Invoice | | | |
| Cash Payment | E 101-55110-310 BOOKS & MATERIALS | dvds | \$32.92 |
| Invoice | | | |
| Cash Payment | E 101-55110-310 BOOKS & MATERIALS | dvds | \$6.69 |
| Invoice | | | |
| Cash Payment | E 101-55110-310 BOOKS & MATERIALS | music | \$24.75 |
| Invoice | | | |
| Cash Payment | E 101-55110-310 BOOKS & MATERIALS | dvds | \$10.98 |
| Invoice | | | |
| Cash Payment | E 101-55110-310 BOOKS & MATERIALS | dvds | \$34.95 |
| Invoice | | | |
| Cash Payment | E 101-55110-310 BOOKS & MATERIALS | dvd | \$55.41 |
| Invoice | | | |
| Cash Payment | E 101-55110-300 OPERATING SUPPLIES | bubble machine | \$48.98 |
| Invoice | | | |
| Cash Payment | E 101-55110-310 BOOKS & MATERIALS | music | \$42.52 |
| Invoice | | | |
| Cash Payment | E 101-55110-310 BOOKS & MATERIALS | dvds | \$34.95 |
| Invoice | | | |
| Cash Payment | E 101-55110-310 BOOKS & MATERIALS | juv books | \$75.25 |
| Invoice | | | |
| Cash Payment | E 101-55110-310 BOOKS & MATERIALS | dvds | \$77.90 |
| Invoice | | | |
| Cash Payment | E 101-55110-300 OPERATING SUPPLIES | King Cake - Memory Cafe | \$11.18 |
| Invoice | | | |
| Cash Payment | E 101-55110-310 BOOKS & MATERIALS | dvd | \$16.81 |
| Invoice | | | |
| Cash Payment | E 101-55110-300 OPERATING SUPPLIES | story time supplies | \$63.92 |
| Invoice | | | |
| Cash Payment | E 101-55110-310 BOOKS & MATERIALS | adult fic | \$26.08 |
| Invoice | | | |

VILLAGE OF HARTLAND

04/08/19 1:37 PM

Page 3

Payments

Current Period: MARCH 2019

| | | | | | | |
|------------------|------------------------------------|--------------------------------|-------------|--------------|--------------|------------|
| Cash Payment | E 101-55110-310 BOOKS & MATERIALS | adult fic | | | | \$13.76 |
| Invoice | | | | | | |
| Cash Payment | E 101-55110-300 OPERATING SUPPLIES | ipad case | | | | \$19.99 |
| Invoice | | | | | | |
| Cash Payment | E 101-55110-310 BOOKS & MATERIALS | dvds | | | | \$18.89 |
| Invoice | | | | | | |
| Cash Payment | E 101-55110-310 BOOKS & MATERIALS | j f book | | | | \$12.99 |
| Invoice | | | | | | |
| Cash Payment | E 101-55110-310 BOOKS & MATERIALS | music | | | | \$9.99 |
| Invoice | | | | | | |
| Transaction Date | 3/6/2019 | Due 0 | GF Checking | 11100 | Total | \$1,814.34 |
| Refer | 59431 | APPLE ITUNES | | Ck# 2019099E | 4/8/2019 | |
| Cash Payment | E 101-52200-300 OPERATING SUPPLIES | data storage | | | | \$0.99 |
| Invoice | | | | | | |
| Transaction Date | 3/6/2019 | Due 0 | GF Checking | 11100 | Total | \$0.99 |
| Refer | 59432 | AT&T | | Ck# 2019100E | 4/8/2019 | |
| Cash Payment | E 101-52100-300 OPERATING SUPPLIES | Service | | | | \$89.43 |
| Invoice | | | | | | |
| Transaction Date | 3/6/2019 | Due 0 | GF Checking | 11100 | Total | \$89.43 |
| Refer | 59433 | BAKER & TAYLOR CREDIT CARD | | Ck# 2019101E | 4/8/2019 | |
| Cash Payment | E 101-55110-310 BOOKS & MATERIALS | Books | | | | \$127.65 |
| Invoice | | | | | | |
| Cash Payment | E 101-55110-310 BOOKS & MATERIALS | Books | | | | \$281.19 |
| Invoice | | | | | | |
| Cash Payment | E 101-55110-310 BOOKS & MATERIALS | Books | | | | \$121.65 |
| Invoice | | | | | | |
| Cash Payment | E 101-55110-310 BOOKS & MATERIALS | Books | | | | \$52.33 |
| Invoice | | | | | | |
| Transaction Date | 3/6/2019 | Due 0 | GF Checking | 11100 | Total | \$582.82 |
| Refer | 59434 | BEES LIGHTING | | Ck# 2019102E | 4/8/2019 | |
| Cash Payment | E 101-51600-230 HVAC REPAIRS | light bulbs | | | | \$106.92 |
| Invoice | | | | | | |
| Transaction Date | 3/6/2019 | Due 0 | GF Checking | 11100 | Total | \$106.92 |
| Refer | 59435 | BIEBELS TRUE VALUE | | Ck# 2019103E | 4/8/2019 | |
| Cash Payment | E 101-52100-300 OPERATING SUPPLIES | Cable tie/snow shovel | | | | \$35.67 |
| Invoice | | | | | | |
| Transaction Date | 3/6/2019 | Due 0 | GF Checking | 11100 | Total | \$35.67 |
| Refer | 59436 | BLUE HARBOR | | Ck# 2019104E | 4/8/2019 | |
| Cash Payment | E 101-51400-300 OPERATING SUPPLIES | REFUND OF TAXES | | | | -\$14.72 |
| Invoice | | | | | | |
| Transaction Date | 3/6/2019 | Due 0 | GF Checking | 11100 | Total | -\$14.72 |
| Refer | 59437 | BP | | Ck# 2019105E | 4/8/2019 | |
| Cash Payment | E 101-52100-360 VEHICLE MAINT/EXPE | Fuel for squad during training | | | | \$29.03 |
| Invoice | | | | | | |
| Transaction Date | 3/6/2019 | Due 0 | GF Checking | 11100 | Total | \$29.03 |
| Refer | 59438 | BURGER KING | | Ck# 2019106E | 4/8/2019 | |

VILLAGE OF HARTLAND

04/08/19 1:37 PM

Page 4

Payments

Current Period: MARCH 2019

| | | | | | | |
|------------------|------------------------------------|--|-------------|--------------|----------|----------|
| Cash Payment | E 101-51500-300 OPERATING SUPPLIES | DINNER FROM CONFERENCE | | | | \$10.65 |
| Invoice | | | | | | |
| Transaction Date | 3/6/2019 | Due 0 | GF Checking | 11100 | Total | \$10.65 |
| Refer | 59439 | CAVE OF THE MOUNDS | | Ck# 2019107E | 4/8/2019 | |
| Cash Payment | E 101-55300-303 SUMMER REC EXPENS | Deposits for trips for 2019 Summer Camp | | | | \$100.00 |
| Invoice | | | | | | |
| Transaction Date | 3/6/2019 | Due 0 | GF Checking | 11100 | Total | \$100.00 |
| Refer | 59440 | DEMCO INC | | Ck# 2019108E | 4/8/2019 | |
| Cash Payment | E 101-55110-300 OPERATING SUPPLIES | name tags | | | | \$58.02 |
| Invoice | | | | | | |
| Cash Payment | E 101-55110-300 OPERATING SUPPLIES | Stick Together Mosaic | | | | \$109.94 |
| Invoice | | | | | | |
| Transaction Date | 3/6/2019 | Due 0 | GF Checking | 11100 | Total | \$167.96 |
| Refer | 59441 | DMA EPAY | | Ck# 2019109E | 4/8/2019 | |
| Cash Payment | E 620-53700-923 OUTSIDE SERVICES | convenience Fee, chemical inventory Fee | | | | \$5.13 |
| Invoice | | | | | | |
| Cash Payment | E 620-53700-923 OUTSIDE SERVICES | chemical inventory Fee | | | | \$205.00 |
| Invoice | | | | | | |
| Transaction Date | 3/6/2019 | Due 0 | GF Checking | 11100 | Total | \$210.13 |
| Refer | 59442 | EAGLE ENGRAVING INC | | Ck# 2019110E | 4/8/2019 | |
| Cash Payment | E 101-52200-300 OPERATING SUPPLIES | awards | | | | \$168.00 |
| Invoice | | | | | | |
| Transaction Date | 3/6/2019 | Due 0 | GF Checking | 11100 | Total | \$168.00 |
| Refer | 59443 | EL CAMINO | | Ck# 2019111E | 4/8/2019 | |
| Cash Payment | E 101-51400-300 OPERATING SUPPLIES | Lunch - WCMA Conference | | | | \$15.00 |
| Invoice | | | | | | |
| Transaction Date | 3/6/2019 | Due 0 | GF Checking | 11100 | Total | \$15.00 |
| Refer | 59444 | FBI - LEEDA | | Ck# 2019112E | 4/8/2019 | |
| Cash Payment | E 101-52100-290 OUTSIDE SERVICES/C | Membership for FBI-LEEDA - SVK | | | | \$50.00 |
| Invoice | | | | | | |
| Transaction Date | 3/6/2019 | Due 0 | GF Checking | 11100 | Total | \$50.00 |
| Refer | 59445 | FEDEX | | Ck# 2019113E | 4/8/2019 | |
| Cash Payment | E 101-51400-300 OPERATING SUPPLIES | Shipment/Admin | | | | \$28.93 |
| Invoice | | | | | | |
| Transaction Date | 3/6/2019 | Due 0 | GF Checking | 11100 | Total | \$28.93 |
| Refer | 59446 | FOX BROS PIGGLY WIGGLY | | Ck# 2019114E | 4/8/2019 | |
| Cash Payment | E 101-52300-300 OPERATING SUPPLIES | food for reception of J Quint as FT member | | | | \$51.35 |
| Invoice | | | | | | |
| Transaction Date | 3/6/2019 | Due 0 | GF Checking | 11100 | Total | \$51.35 |
| Refer | 59447 | FRANKS PIGGLY WIGGLY | | Ck# 2019115E | 4/8/2019 | |
| Cash Payment | E 101-55110-300 OPERATING SUPPLIES | paczki for memory cafe | | | | \$17.92 |
| Invoice | | | | | | |
| Transaction Date | 3/6/2019 | Due 0 | GF Checking | 11100 | Total | \$17.92 |
| Refer | 59448 | GORDON FLESCH CO INC | | Ck# 2019116E | 4/8/2019 | |

VILLAGE OF HARTLAND

04/08/19 1:37 PM

Page 5

Payments

Current Period: MARCH 2019

| | | | | | | | |
|------------------|-----------------|-----------------------------|--|--------------|----------|--|----------|
| Cash Payment | E 101-52100-290 | OUTSIDE SERVICES/C | Jan-Feb Copier | | | | \$73.00 |
| Invoice | | | | | | | |
| Transaction Date | 3/6/2019 | Due 0 | GF Checking | 11100 | Total | | \$73.00 |
| Refer | 59449 | HARTLAND FIRE DEPT | | Ck# 2019117E | 4/8/2019 | | |
| Cash Payment | E 101-52200-300 | OPERATING SUPPLIES | HFD clothes for Julie Konen | | | | \$169.21 |
| Invoice | | | | | | | |
| Transaction Date | 3/6/2019 | Due 0 | GF Checking | 11100 | Total | | \$169.21 |
| Refer | 59450 | HILTON HOTELS | | Ck# 2019118E | 4/8/2019 | | |
| Cash Payment | E 101-52200-300 | OPERATING SUPPLIES | tax credit | | | | -\$18.79 |
| Invoice | | | | | | | |
| Cash Payment | E 101-52200-300 | OPERATING SUPPLIES | trip to South Dakota | | | | \$150.96 |
| Invoice | | | | | | | |
| Transaction Date | 3/6/2019 | Due 0 | GF Checking | 11100 | Total | | \$132.17 |
| Refer | 59451 | HOME DEPOT | | Ck# 2019119E | 4/8/2019 | | |
| Cash Payment | E 101-52100-300 | OPERATING SUPPLIES | Carpet squares for RTJ Office | | | | \$63.06 |
| Invoice | | | | | | | |
| Transaction Date | 3/6/2019 | Due 0 | GF Checking | 11100 | Total | | \$63.06 |
| Refer | 59452 | INGLESIDE HOTEL | | Ck# 2019120E | 4/8/2019 | | |
| Cash Payment | E 101-55300-303 | SUMMER REC EXPENS | Deposits for trips for 2019 Summer Camp | | | | \$100.00 |
| Invoice | | | | | | | |
| Transaction Date | 3/6/2019 | Due 0 | GF Checking | 11100 | Total | | \$100.00 |
| Refer | 59453 | KALAHARI RESORT CREDIT CARD | | Ck# 2019121E | 4/8/2019 | | |
| Cash Payment | E 101-52100-300 | OPERATING SUPPLIES | Credit for hotel tax | | | | -\$13.35 |
| Invoice | | | | | | | |
| Cash Payment | E 101-52100-300 | OPERATING SUPPLIES | Credit for hotel tax. | | | | -\$33.42 |
| Invoice | | | | | | | |
| Cash Payment | E 101-52100-300 | OPERATING SUPPLIES | Hotel for WI Chief's Assoc. Training Conf. | | | | \$215.42 |
| Invoice | | | | | | | |
| Cash Payment | E 101-51500-300 | OPERATING SUPPLIES | SALES TAX REFUND FROM CONFERENCE STAY | | | | -\$12.74 |
| Invoice | | | | | | | |
| Cash Payment | E 101-52100-300 | OPERATING SUPPLIES | DEBARGE HOTEL FOR CHIEF'S CONFERENCE | | | | \$91.00 |
| Invoice | | | | | | | |
| Transaction Date | 3/6/2019 | Due 0 | GF Checking | 11100 | Total | | \$246.91 |
| Refer | 59454 | KOHL'S | | Ck# 2019122E | 4/8/2019 | | |
| Cash Payment | E 101-52100-300 | OPERATING SUPPLIES | JEWELL UNIFORM PURCHASE | | | | \$356.20 |
| Invoice | | | | | | | |
| Transaction Date | 3/6/2019 | Due 0 | GF Checking | 11100 | Total | | \$356.20 |
| Refer | 59455 | KWIK TRIP | | Ck# 2019123E | 4/8/2019 | | |
| Cash Payment | E 101-51500-300 | OPERATING SUPPLIES | GAS AFTER CONFERENCE | | | | \$24.02 |
| Invoice | | | | | | | |
| Transaction Date | 3/6/2019 | Due 0 | GF Checking | 11100 | Total | | \$24.02 |
| Refer | 59456 | METRO MARKET | | Ck# 2019124E | 4/8/2019 | | |
| Cash Payment | E 101-55110-300 | OPERATING SUPPLIES | Seuss cake | | | | \$58.99 |
| Invoice | | | | | | | |

VILLAGE OF HARTLAND

04/08/19 1:37 PM

Page 6

Payments

Current Period: MARCH 2019

| | | | | | | | |
|------------------|--|-------|-------------|-------|--------------|------------|------------|
| Transaction Date | 3/6/2019 | Due 0 | GF Checking | 11100 | Total | \$58.99 | |
| Refer | 59457 MILWAUKEE AREA TECHNICAL CO Ck# 2019125E 4/8/2019 | | | | | | |
| Cash Payment | E 101-52300-300 OPERATING SUPPLIES tuition Shannon Carrol | | | | | | \$2,724.40 |
| Invoice | | | | | | | |
| Transaction Date | 3/6/2019 | Due 0 | GF Checking | 11100 | Total | \$2,724.40 | |
| Refer | 59458 MTAW Ck# 2019126E 4/8/2019 | | | | | | |
| Cash Payment | E 101-51500-300 OPERATING SUPPLIES MTAW DUES | | | | | | \$55.00 |
| Invoice | | | | | | | |
| Cash Payment | E 101-51500-300 OPERATING SUPPLIES MTAW Membership/Detert | | | | | | \$55.00 |
| Invoice | | | | | | | |
| Transaction Date | 3/6/2019 | Due 0 | GF Checking | 11100 | Total | \$110.00 | |
| Refer | 59459 NATIONAL POLICE SUPPLY Ck# 2019127E 4/8/2019 | | | | | | |
| Cash Payment | E 101-52100-300 OPERATING SUPPLIES SVK clothing allowance- Baton holster | | | | | | \$49.90 |
| Invoice | | | | | | | |
| Cash Payment | E 101-52100-300 OPERATING SUPPLIES SVK clothing allowance- Baton | | | | | | \$194.90 |
| Invoice | | | | | | | |
| Transaction Date | 3/6/2019 | Due 0 | GF Checking | 11100 | Total | \$244.80 | |
| Refer | 59460 OTC BRANDS INC Ck# 2019128E 4/8/2019 | | | | | | |
| Cash Payment | E 101-55110-300 OPERATING SUPPLIES memory cafe supplies | | | | | | \$54.30 |
| Invoice | | | | | | | |
| Transaction Date | 3/6/2019 | Due 0 | GF Checking | 11100 | Total | \$54.30 | |
| Refer | 59461 RESERVATIONS.COM Ck# 2019129E 4/8/2019 | | | | | | |
| Cash Payment | E 101-52200-300 OPERATING SUPPLIES service fee for hotel FF convention | | | | | | \$14.99 |
| Invoice | | | | | | | |
| Cash Payment | E 101-52200-300 OPERATING SUPPLIES hotel for firefighters convention | | | | | | \$435.81 |
| Invoice | | | | | | | |
| Transaction Date | 3/6/2019 | Due 0 | GF Checking | 11100 | Total | \$450.80 | |
| Refer | 59462 SPIRIT HALLOWEEN Ck# 2019130E 4/8/2019 | | | | | | |
| Cash Payment | E 205-59100-305 EXPENSES-OTHER Summer Reading program supplies | | | | | | \$57.73 |
| Invoice | | | | | | | |
| Transaction Date | 3/6/2019 | Due 0 | GF Checking | 11100 | Total | \$57.73 | |
| Refer | 59463 TASER INTERNATIONAL Ck# 2019131E 4/8/2019 | | | | | | |
| Cash Payment | E 101-52100-300 OPERATING SUPPLIES Taser Cartridges | | | | | | \$918.00 |
| Invoice | | | | | | | |
| Transaction Date | 3/6/2019 | Due 0 | GF Checking | 11100 | Total | \$918.00 | |
| Refer | 59464 TIME WARNER CABLE CREDIT CA Ck# 2019132E 4/8/2019 | | | | | | |
| Cash Payment | E 101-55370-300 OPERATING SUPPLIES Feb-March Internet | | | | | | \$30.00 |
| Invoice | | | | | | | |
| Cash Payment | E 620-53700-605 MAINTENANCE-WATER Feb-March Internet | | | | | | \$53.00 |
| Invoice | | | | | | | |
| Cash Payment | E 101-51400-300 OPERATING SUPPLIES Feb-March Internet | | | | | | \$53.00 |
| Invoice | | | | | | | |
| Cash Payment | E 204-53610-385 MAINTENANCE-COLLE Feb-March Internet | | | | | | \$53.00 |
| Invoice | | | | | | | |
| Cash Payment | E 101-52400-300 OPERATING SUPPLIES Feb-March Internet | | | | | | \$53.00 |
| Invoice | | | | | | | |

VILLAGE OF HARTLAND

04/08/19 1:37 PM

Page 7

Payments

Current Period: MARCH 2019

| | | | | | | |
|----------------------|------------------------------------|--|--------------|----------|-------|----------|
| Cash Payment Invoice | E 101-52100-300 OPERATING SUPPLIES | Feb-March Internet | | | | \$53.00 |
| Cash Payment Invoice | E 101-55300-300 OPERATING SUPPLIES | Feb-March Internet | | | | \$53.00 |
| Cash Payment Invoice | E 101-51500-300 OPERATING SUPPLIES | Feb-March Internet | | | | \$53.00 |
| Cash Payment Invoice | E 101-52200-290 OUTSIDE SERVICES/C | Feb-March Service | | | | \$102.94 |
| Cash Payment Invoice | E 101-53000-220 UTILITY SERVICES | Feb-March Internet | | | | \$53.00 |
| Cash Payment Invoice | E 101-52200-290 OUTSIDE SERVICES/C | Feb-March Service | | | | \$249.99 |
| Transaction Date | 3/6/2019 | Due 0 | GF Checking | 11100 | Total | \$806.93 |
| Refer | 59465 U.S. CELLULAR | | Ck# 2019133E | 4/8/2019 | | |
| Cash Payment Invoice | E 101-53000-300 OPERATING SUPPLIES | Replacement Phone for Mike G | | | | \$82.47 |
| Transaction Date | 3/6/2019 | Due 0 | GF Checking | 11100 | Total | \$82.47 |
| Refer | 59466 UNITED STATES POSTAL SERVIC | | Ck# 2019134E | 4/8/2019 | | |
| Cash Payment Invoice | E 101-51440-300 OPERATING SUPPLIES | STAMPS FOR ABSENTEE BALLOT MAILING | | | | \$55.00 |
| Cash Payment Invoice | E 101-51400-300 OPERATING SUPPLIES | CERTIFIED LETTER FOR PIGGLY WIGGLY TAX CLAIM | | | | \$6.85 |
| Transaction Date | 3/6/2019 | Due 0 | GF Checking | 11100 | Total | \$61.85 |
| Refer | 59467 UWEX REGISTRATION | | Ck# 2019135E | 4/8/2019 | | |
| Cash Payment Invoice | E 204-53610-290 OUTSIDE SERVICES/C | Class for Dave F | | | | \$150.00 |
| Cash Payment Invoice | E 620-53700-923 OUTSIDE SERVICES | Class for Dave F | | | | \$150.00 |
| Transaction Date | 3/6/2019 | Due 0 | GF Checking | 11100 | Total | \$300.00 |
| Refer | 59468 WALMART | | Ck# 2019136E | 4/8/2019 | | |
| Cash Payment Invoice | E 101-55110-310 BOOKS & MATERIALS | dvds | | | | \$58.98 |
| Cash Payment Invoice | E 101-55110-300 OPERATING SUPPLIES | craft supplies | | | | \$14.90 |
| Transaction Date | 3/6/2019 | Due 0 | GF Checking | 11100 | Total | \$73.88 |
| Refer | 59469 WAUKESHA CTY PARK SYSTEM | | Ck# 2019137E | 4/8/2019 | | |
| Cash Payment Invoice | E 101-55300-303 SUMMER REC EXPENS | Deposits for trips for 2019 Summer Camp | | | | \$157.50 |
| Transaction Date | 3/6/2019 | Due 0 | GF Checking | 11100 | Total | \$157.50 |
| Refer | 59470 WI LIBRARY ASSOC | | Ck# 2019138E | 4/8/2019 | | |
| Cash Payment Invoice | E 101-55110-345 STAFF EDUCATION/TR | professional development | | | | \$141.00 |
| Transaction Date | 3/6/2019 | Due 0 | GF Checking | 11100 | Total | \$141.00 |
| Refer | 59471 WI MUNICIPAL CLERKS ASSOC | | Ck# 2019139E | 4/8/2019 | | |
| Cash Payment Invoice | E 101-51500-300 OPERATING SUPPLIES | FAITH WMCA ANNUAL DUES | | | | \$65.00 |

VILLAGE OF HARTLAND

04/08/19 1:37 PM

Page 8

Payments

Current Period: MARCH 2019

| | | | | | | |
|------------------|--|------------------------|-------------|-------|--------------|----------|
| Cash Payment | E 101-51400-300 OPERATING SUPPLIES | WMCA Membership/Detert | | | | \$65.00 |
| Invoice | | | | | | |
| Transaction Date | 3/6/2019 | Due 0 | GF Checking | 11100 | Total | \$130.00 |
| Refer | 59472 WI PARK & RECREATION ASSOC Ck# 2019140E 4/8/2019 | | | | | |
| Cash Payment | E 101-55300-300 OPERATING SUPPLIES | Job Posting | | | | \$75.00 |
| Invoice | | | | | | |
| Transaction Date | 3/6/2019 | Due 0 | GF Checking | 11100 | Total | \$75.00 |

Fund Summary

| | | |
|--------------------------|--------------------|--|
| | 11100 GF Checking | |
| 620 WATER FUND | \$413.13 | |
| 205 SPECIAL LIBRARY FUND | \$57.73 | |
| 204 SEWER | \$203.00 | |
| 101 GENERAL FUND | \$10,402.78 | |
| | <u>\$11,076.64</u> | |

| | |
|--|--------------------|
| Pre-Written Checks | \$11,076.64 |
| Checks to be Generated by the Computer | \$0.00 |
| Total | <u>\$11,076.64</u> |

VILLAGE OF HARTLAND

04/08/19 1:27 PM

Page 1

Payments

Current Period: MARCH 2019

Batch Name MAR19WIRE
 Payment Computer Dollar Amt \$210,968.87 Posted

Refer 59419 FIRST BANK FINANCIAL CENTRE Ck# 2019087E 3/31/2019
 Cash Payment E 101-51500-300 OPERATING SUPPLIES EBUSINESS BANKING/ACH \$75.00
 FILTERS/POSITIVE PAY

Invoice
 Transaction Date 3/31/2019 Due 0 GF Checking 11100 Total \$75.00

Refer 59420 AFLAC Ck# 2019088E 3/8/2019
 Cash Payment G 101-21592 AFLAC INS PAYABLE MONTHLY AFLAC EMPLOYEE PREMIUMS \$283.78

Invoice
 Transaction Date 3/8/2019 Due 0 GF Checking 11100 Total \$283.78

Refer 59421 PAYROLL DATA SERVICES INC Ck# 2019089E 3/7/2019
 Cash Payment E 804-56700-110 SALARIES 3/8/2019 BID PAYROLL WIRE \$1,134.65

Invoice
 Cash Payment G 804-21520 RETIREMENT DEDUCTION 3/8/2019 BID PAYROLL WIRE -\$62.32

Invoice
 Cash Payment E 804-56700-760 PAYROLL SERVICE CH 3/8/2019 BID PAYROLL WIRE \$39.25

Invoice
 Transaction Date 3/7/2019 Due 0 GF Checking 11100 Total \$1,111.58

Refer 59422 PAYROLL DATA SERVICES INC Ck# 2019090E 3/21/2019
 Cash Payment E 804-56700-110 SALARIES 03/22/19 BID PAYROLL WIRE \$1,134.64

Invoice
 Cash Payment G 101-21520 RETIREMENT DEDUCTION 03/22/19 BID PAYROLL WIRE -\$62.32

Invoice
 Cash Payment E 804-56700-760 PAYROLL SERVICE CH 03/22/19 BID PAYROLL WIRE \$39.25

Invoice
 Transaction Date 3/21/2019 Due 0 GF Checking 11100 Total \$1,111.57

Refer 59423 WI RETIREMENT SYSTEM Ck# 2019091E 3/29/2019
 Cash Payment E 101-55300-140 RETIREMENT BENEFIT FEBRUARY WRS PREMIUMS \$328.66

Invoice
 Cash Payment E 101-51400-140 RETIREMENT BENEFIT FEBRUARY WRS PREMIUMS \$723.92

Invoice
 Cash Payment E 101-51500-140 RETIREMENT BENEFIT FEBRUARY WRS PREMIUMS \$301.72

Invoice
 Cash Payment E 101-51600-140 RETIREMENT BENEFIT FEBRUARY WRS PREMIUMS \$46.02

Invoice
 Cash Payment E 101-52100-140 RETIREMENT BENEFIT FEBRUARY WRS PREMIUMS \$11,798.74

Invoice
 Cash Payment E 101-52100-140 RETIREMENT BENEFIT FEBRUARY WRS PREMIUMS \$669.85

Invoice
 Cash Payment E 101-52200-140 RETIREMENT BENEFIT FEBRUARY WRS PREMIUMS \$400.52

Invoice
 Cash Payment E 101-52300-140 RETIREMENT BENEFIT FEBRUARY WRS PREMIUMS \$2,059.97

Invoice
 Cash Payment E 101-52200-140 RETIREMENT BENEFIT FEBRUARY WRS PREMIUMS \$91.47

Invoice

VILLAGE OF HARTLAND

04/08/19 1:27 PM

Page 2

Payments

Current Period: MARCH 2019

| | | | | | | |
|------------------|--------------------------------------|---|--------------|-----------|--------------|-------------|
| Cash Payment | E 101-52300-140 RETIREMENT BENEFIT | FEBRUARY WRS PREMIUMS | | | | \$91.47 |
| Invoice | | | | | | |
| Cash Payment | E 101-52200-140 RETIREMENT BENEFIT | FEBRUARY WRS PREMIUMS | | | | \$44.55 |
| Invoice | | | | | | |
| Cash Payment | E 101-53000-140 RETIREMENT BENEFIT | FEBRUARY WRS PREMIUMS | | | | \$3,908.41 |
| Invoice | | | | | | |
| Cash Payment | E 101-55110-140 RETIREMENT BENEFIT | FEBRUARY WRS PREMIUMS | | | | \$1,496.94 |
| Invoice | | | | | | |
| Cash Payment | E 620-53700-926 EMPLOYEE PENSIONS | FEBRUARY WRS PREMIUMS | | | | \$1,278.57 |
| Invoice | | | | | | |
| Cash Payment | E 204-53610-110 SALARIES | FEBRUARY WRS PREMIUMS | | | | \$101.55 |
| Invoice | | | | | | |
| Cash Payment | E 204-53610-110 SALARIES | FEBRUARY WRS PREMIUMS | | | | \$290.66 |
| Invoice | | | | | | |
| Cash Payment | E 204-53610-390 BILLING/COLLECTION/ | FEBRUARY WRS PREMIUMS | | | | \$350.30 |
| Invoice | | | | | | |
| Cash Payment | G 101-21520 RETIREMENT DEDUCTION | FEBRUARY WRS PREMIUMS | | | | \$9,724.10 |
| Invoice | | | | | | |
| Cash Payment | G 101-21520 RETIREMENT DEDUCTION | FEBRUARY WRS PREMIUMS | | | | \$8,712.49 |
| Invoice | | | | | | |
| Transaction Date | 3/29/2019 | Due 0 | GF Checking | 11100 | Total | \$42,419.91 |
| Refer | 59424 EMPLOYEE TRUST FUNDS | | Ck# 2019092E | 3/25/2019 | | |
| Cash Payment | E 101-51400-150 HEALTH/DENTAL/LIFE | APRIL HEALTH INSURANCE PREMIUMS | | | | \$3,557.50 |
| Invoice | | | | | | |
| Cash Payment | E 101-51500-150 HEALTH/DENTAL/LIFE | APRIL HEALTH INSURANCE PREMIUMS | | | | \$2,079.73 |
| Invoice | | | | | | |
| Cash Payment | E 101-55300-150 HEALTH/DENTAL/LIFE | APRIL HEALTH INSURANCE PREMIUMS | | | | \$601.96 |
| Invoice | | | | | | |
| Cash Payment | E 101-52100-150 HEALTH/DENTAL/LIFE | APRIL HEALTH INSURANCE PREMIUMS | | | | \$25,612.44 |
| Invoice | | | | | | |
| Cash Payment | E 101-53000-150 HEALTH/DENTAL/LIFE | APRIL HEALTH INSURANCE PREMIUMS | | | | \$17,185.54 |
| Invoice | | | | | | |
| Cash Payment | E 101-55110-150 HEALTH/DENTAL/LIFE | APRIL HEALTH INSURANCE PREMIUMS | | | | \$2,955.54 |
| Invoice | | | | | | |
| Cash Payment | E 101-52200-150 HEALTH/DENTAL/LIFE | APRIL HEALTH INSURANCE PREMIUMS | | | | \$1,614.70 |
| Invoice | | | | | | |
| Cash Payment | E 101-52300-150 HEALTH/DENTAL/LIFE | APRIL HEALTH INSURANCE PREMIUMS | | | | \$1,614.69 |
| Invoice | | | | | | |
| Cash Payment | G 101-21530 INSURANCE DEDUCTIONS | APRIL HEALTH INSURANCE PREMIUMS | | | | \$4,569.06 |
| Invoice | | | | | | |
| Cash Payment | G 101-34140 UNFUNDED EMPLOYEE BE | APRIL HEALTH INSURANCE PREMIUMS | | | | \$3,714.76 |
| Invoice | | | | | | |
| Transaction Date | 3/25/2019 | Due 0 | GF Checking | 11100 | Total | \$63,505.92 |
| Refer | 59425 BOND TRUST SERVICES CORP | | Ck# 2019093E | 3/29/2019 | | |
| Cash Payment | E 301-58000-615 DEBT SERVICE - INTER | 2015 GO CORP PURPOSE BONDS INTEREST PAYMENT | | | | \$34,050.00 |
| Invoice | | | | | | |
| Cash Payment | E 620-53700-427 INTEREST ON LONG T | 2015 GO CORP PURPOSE BONDS INTEREST PAYMENT | | | | \$6,000.00 |
| Invoice | | | | | | |

VILLAGE OF HARTLAND

04/08/19 1:27 PM

Page 3

Payments

Current Period: MARCH 2019

| | | | | | | |
|------------------|--------------------------------------|-------|--|-------|-------|-------------|
| Transaction Date | 3/29/2019 | Due 0 | GF Checking | 11100 | Total | \$40,050.00 |
| Refer | 59426 BOND TRUST SERVICES CORP | | Ck# 2019094E 3/29/2019 | | | |
| Cash Payment | E 301-58000-615 DEBT SERVICE - INTER | | 2012 CORP PURPOSE BONDS INTEREST PAYMENT | | | \$32,066.88 |
| Invoice | | | | | | |
| Cash Payment | E 620-53700-427 INTEREST ON LONG T | | 2012 CORP PURPOSE BONDS INTEREST PAYMENT | | | \$18,060.63 |
| Invoice | | | | | | |
| Cash Payment | E 204-58000-615 DEBT SERVICE - INTER | | 2012 CORP PURPOSE BONDS INTEREST PAYMENT | | | \$602.49 |
| Invoice | | | | | | |
| Transaction Date | 3/29/2019 | Due 0 | GF Checking | 11100 | Total | \$50,730.00 |
| Refer | 59427 PAYMENT SERVICE NETWORK | | Ck# 2019095E 3/4/2019 | | | |
| Cash Payment | E 620-53700-923 OUTSIDE SERVICES | | MONTHLY CREDIT CARD PROCESSING FEES | | | \$49.08 |
| Invoice | | | | | | |
| Cash Payment | E 204-53610-290 OUTSIDE SERVICES/C | | MONTHLY CREDIT CARD PROCESSING FEES | | | \$49.07 |
| Invoice | | | | | | |
| Transaction Date | 3/4/2019 | Due 0 | GF Checking | 11100 | Total | \$98.15 |
| Refer | 59428 WI DEFERRED COMPENSATION P | | Ck# 2019096E 3/31/2019 | | | |
| Cash Payment | G 101-21570 DEFERRED COMP DEDUCT | | MONTHLY EMPLOYEE DEFERRED COMP CONTRIBUTIONS | | | \$11,500.00 |
| Invoice | | | | | | |
| Transaction Date | 3/31/2019 | Due 0 | GF Checking | 11100 | Total | \$11,500.00 |
| Refer | 59429 WI DEPT OF REVENUE | | Ck# 2019097E 3/31/2019 | | | |
| Cash Payment | G 101-21580 GARNISHMENT DEDUCTIO | | MONTHLY EMPLOYEE WAGE GARNISHMENT | | | \$82.96 |
| Invoice | | | | | | |
| Transaction Date | 3/31/2019 | Due 0 | GF Checking | 11100 | Total | \$82.96 |

Fund Summary

| | |
|-----------------------------------|-------------------|
| | 11100 GF Checking |
| 804 BUSINESS IMPROVEMENT DISTRICT | \$2,285.47 |
| 620 WATER FUND | \$25,388.28 |
| 301 DEBT SERVICE FUND | \$66,116.88 |
| 204 SEWER | \$1,394.07 |
| 101 GENERAL FUND | \$115,784.17 |
| | <hr/> |
| | \$210,968.87 |

| | |
|--|--------------|
| Pre-Written Checks | \$210,968.87 |
| Checks to be Generated by the Computer | \$0.00 |
| Total | <hr/> |
| | \$210,968.87 |

**VILLAGE OF HARTLAND
LICENSES AND PERMITS
APRIL 22, 2019**

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

Leona Janny
Logan Torres
Bthany Orgovan
Katelyn Chesser

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

Street Use Permit

Applicant: Lake Country Bed Barn
Event: Sidewalk Sale
Location: 365 Cottonwood Ave.
Date: Saturday, August 24
Time: Set up starts at 8:30 am, event from 10:00 am to 3:00 pm, cleaned up by 4:00 pm

Proposal for Sidewalk Sale

Who: Hosted by Lake Country Bed Barn (365 Cottonwood Ave)
Vendors
Downtown Businesses

What: Sidewalk Sale for downtown businesses and outside vendors

When: Saturday, August 24th 10am-3pm (event time)
Set-up starts @8:30am
Cleaned up by 4:00pm

Where: Please, refer to attached map for visual reference. We would like to close the 100-200 blocks of Pawling Ave before the access to the senior living center and use the public lots on Pawling for Vendors.

How: With permission for the village, we (Lake Country Bed Barn) are looking to bring in outside vendors, crafters, farmer's market vendors, and possibly food trucks on Saturday, August 24th to encourage more traffic for retail sales during our annual Sidewalk Sale. The past five years we have held a Sidewalk Sale in August and have been very successful. This year we would like to continue the event by hosting outside vendors to bring in their goods to sell along the closed road. We would like to place these vendors in the Pawling Ave parking lots and closed road to encourage more potential customers visiting the BID's retail stores and businesses.

We will be asking the outside vendors to pay a \$25 fee to be part of the event to help differ advertising costs and ensure commitment to the event. Each vendor will be asked to fill out and sign a contact (attached) that will outline rules and regulations from the Village and our self.

Lake Country Bed Barn is also going to be renting two portable bathrooms for the event to be placed within the closed off portion.

It is within our best estimate that we will be able to fit approximately 50-60 vendors with the closed space. If there is more than that we will be asking nearby businesses to help accommodate them.

Questions can be directed to:
Elise Miller
Owner of Lake Country Bed Barn
262-349-0034



Permanent Cosmetics &
Microblading by Shelly

Acclaimed Hair & Design

Hogger's Pub

This Great Coffee Place

Pawling Ave

30-40 vendors

Pawling Ave

11-12
Vendors

9-10 Vendors

Cottonwood Ave

Cottonwood Ave

Downtown Hartland



Vendor Agreement

This agreement is between _____ (“Vendor”) and Lake Country Bed Barn (“Host”) for space at the Downtown Hartland Sidewalk Sale to be held at on Haight Dr and Goodwin Ave, Hartland, Wisconsin from **10:00 a.m. to 3:00 p.m. on Saturday, August 24, 2019.**

(The “Agreement”). **You may register in advance for reserved space for \$25 per 10ft x 10ft.**

This Agreement is valid only for the date and time indicated above. By signing this Agreement, Vendor accepts and acknowledges all rules and regulations stated below:

1. Vendor agrees to pay to Host in advance the amount required for the space and/or sponsorship reserved.
 2. Vendor understands that reservation of space is on a FIRST COME FIRST SERVED BASIS.
 3. Reservation of space will be guaranteed only if payment and signed Vendor Agreement is received no later than one week prior to the event.
 4. Vendor must supply own table(s) and/or tent for display. No tables or tents will be provided by Host.
 5. Vendor must leave the sidewalk clear. Vendor will occupy the assigned space only.
 6. Set-up may begin no earlier than 8:30am. Check-in at Lake Country Bed Barn, 365 Cottonwood Ave, Hartland, WI. Reservations for space will be held until 9:00 a.m. on the day of event. Sale will open to the public at 10:00 a.m. All sales conclude at 3:00 p.m. and vendors must leave the parking and sidewalk space no later than 4:00 p.m. on the date of event.
 7. All displays and sales must be contained within Vendor’s purchased space(s).
 8. No electric or water hook-ups will be available the day of the Event. Vendors must set-up their own displays.
 9. Tables/spaces are required to be open and staffed during event hours - no exceptions.
 10. Each Vendor will be responsible for all cash sales at their booth. Please make your own arrangements for adequate change.
 11. The sale of illegal items or items the sale of which is considered copyright infringement is STRICTLY PROHIBITED
 12. The sale of alcoholic beverages, tobacco products, firearms, live ammunition, live animals, pornographic or profane materials, sexually explicit images on T-shirts, DVD covers or other items, or any game of chance is STRICTLY PROHIBITED.
 13. Vendor is responsible for removal of their trash from the premises. No bags or containers are to be left on the sidewalks or streets.
 14. ABSOLUTELY NO HAZARDOUS CHEMICALS MAY BE USED ON THE PREMISES OF THE EVENT
 15. There are NO REFUNDS due to any circumstance. This agreement is not transferable.
 16. Vendor is in compliance with all rules, regulations and laws regarding the sale of Vendor’s products.
- ****Non-Exclusivity Statement: Only one direct sale vendor of the same company is allowed per event, first submitted and paid, first reserved. Although, similar product vendors may be present.

BUSINESS _____

CONTACT NAME _____

EMAIL _____

ADDRESS _____

CITY _____, STATE ____ ZIP _____

DAY PHONE # _____ CELL PHONE # _____

PLEASE SPECIFY WHAT YOU ARE SELLING and/or PROMO to be shared for SPONSORSHIP OPPORTUNITIES.

Are you a Farmer's Market Vendor? ___ Yes ___ No

By signing this Agreement, I acknowledge that I have read and will abide by the enclosed rules and regulations. I also understand that my space will NOT be guaranteed until full payment for space is received.

SIGNATURE _____ **Date:** _____

PRINT NAME _____

RESERVED SPACE & SPONSORSHIP OPPORTUNITES (see attached sheet for more info):

___ 1. COOP MARKETING SPONSOR- 3 spaces available @ *Investment: \$300*

___ 3. FEATURED BID BUSINESS- 4 spaces available @ *Investment: \$100*

___ 4. FEATURED VENDOR- 6 spaces available @ *Investment: \$50*, Choice Location sent at Later Date

___ 5. BATHROOM SPONSOR- 3 spaces available @ *Investment: \$100*

___ 6. ROAD CLOSURE SPONSOR- 4 spaces available @ *Investment: \$75*

___ 7. STANDARD 10ft x 10ft Vendor SPACE(S) @ *\$25 per space*

___ 8. BASIC BID BUSINESS @ Free (if you would like a vendor space on Pawling Ave, please call 262-349-0034)

TOTAL ENCLOSED: \$ _____

PLEASE MAKE CHECK or MONEY ORDER PAYABLE TO:

Lake Country Bed Barn OR send via PayPal: <https://paypal.me/lakecountrybedbarn>

MAIL TO:

Lake Country Bed Barn; Attention: Sidewalk Sale; 365 Cottonwood Ave, Ste B; Hartland, WI 53029

Downtown Hartland



Sponsorship Opportunities:

1. **COOP MARKETING SPONSOR** (3 spaces) *Investment: \$300:*
 - a. Logo on all banners, print marketing material
 - b. Listed on Lake Country Bed Barn website as sponsor
 - c. Social Media post about you
 - d. Sponsor called out on Radio Ad

2. **FEATURED BID BUSINESS** (4 spaces) *Investment: \$100:*
 - a. *Required- Business must be located within the Business Improvement District in Downtown Hartland
 - b. Logo on all banners and print material
 - c. Social Media post about business specials
 - i. Copy and image provided by business
 - d. Listed on Lake Country Bed Barn website as featured business
 - e. Event Specials are listed on event map and location starred
 - i. 10" x 10" Vendor space is optional on Pawling Ave
 - f. *Business storefront is required that you are open for business during the event if you are not taking a vendor space

3. **FEATURED VENDOR** (6 spaces) *Investment: \$50:*
 - a. Featured social media post about business
 - i. Copy and image provided by vendor
 - b. Listed on Lake Country Bed Barn website as featured vendor with brief description
 - c. Vendor is provided a 10" x 10" space of CHOICE for event
 - i. Double spaces available as well for extra \$25 charge

4. **BATHROOM SPONSOR** (3 spaces) *Investment: \$100:*
 - a. Logo and brief description/promo placed on poster outside bathrooms

5. **ROAD CLOSURE SPONSOR** (4 spaces) *Investment: \$75:*
 - a. Logo place on poster at barricaded closures

HARTLAND's NEIGHBORHOOD NIGHT OUT (HNNO)

Thursday, August 8th, 2019

We are looking to get approval to host a business open house in the Business Improvement District. We are in the beginning stages of planning this event. A rough outline of the night's activities are below:

5:30-8:00 pm Business open house(downtown)

Dousman Transport Company is to provide a shuttle to take people to new locations (route & stop TBD)

7-9:00 pm Classic rock band in park

8-9:30 pm Mary Poppins Returns at Hartland Fire Station

Organizers responsibilities

- Notify PD of event
- Notify the Village

Village/Park & Rec responsibilities

- Booking and coordinating the live music
- Organizing and setting up Movie at Fire Station
- Provide Cones for Shuttle Stops.

Contact:

Elise Miller

Owner of Lake Country Bed Barn

epmiller104@gmail.com

262-349-0034

A:30



VILLAGE OF HARTLAND PETITION FOR:



REZONING

ZONING CODE AMENDMENT

(REQUIRES 2 PLAN COMMISSION MEETINGS AND MAY INCLUDE UP TO 3 VILLAGE BOARD MEETINGS. DURING ONE OF THE VILLAGE BOARD MEETINGS A PUBLIC HEARING SHALL BE HELD)

FEE: \$400.00 + \$200 Professional Fee Deposit

| | |
|-----------------------------|-------------|
| Date Filed: <u>2-1-2019</u> | Fee Paid: |
| | Receipt No. |

- Name: Donna M. Kultz
 Address of Owner/Agent: 345 Cottonwood Ave., Hartland
(mailing is P.O. Box 505, Hartland)
 Phone Number of Owner/Agent: 262-490-2970
 FAX No. na E-mail donna.kultz@gmail.com
- State zoning change desired. (Example: From RS-1 (Single Family) to B-1 (Neighborhood Business))
From: Commercial to: RS1 Residential Sgl. family
- Give complete legal description of property to be considered. (Attach a separate sheet with description and label sheet "Exhibit A").
- State present use of property and intended use. Currently commercial, intended use is residential, single family
- State present language change code section and proposed language (use additional paper if necessary).
commercial, proposed is residential



Signature of Petitioner

P.O. Box 505, Hartland

Address

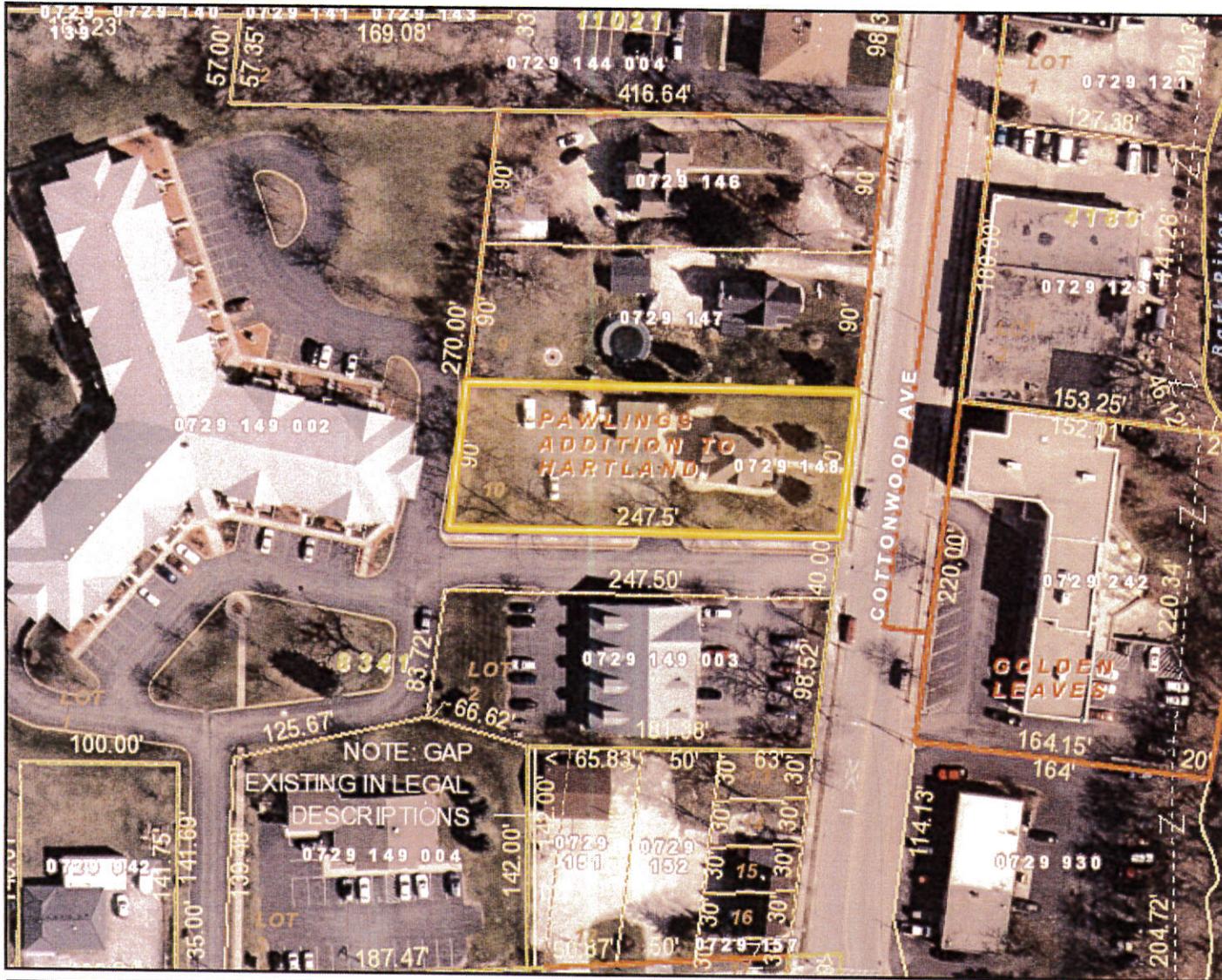
262 490-2970

Phone

NOTE:

- a. Upon receipt of the petition of rezoning or zoning amendment change, the Plan Commission shall consider the request after the second meeting and make a recommendation to the Village Board. If the Village Board, upon reviewing the Plan Commission's recommendation, determines the request to have merit, it may order publication for a public hearing. After the public hearing held by the Village Board, it will take any action deemed necessary.
- b. Include a Plat Map in triplicate, drawn to a scale of not less than 100 ft. to the inch, showing the land in question, its location, the length and direction of each boundary thereof, the location of existing buildings and uses of same on such lands. Also, show the proposed building and the plat plans and indicate setbacks and offsets from the lot line. Parking area should also be shown.
- c. Ask for a copy of the Village Ordinance relating to zoning changes.
- d. Include fee payable to **The Village of Hartland**
\$400 for Rezoning + \$200 Professional Fee Deposit
- e. Mail or deliver request, in triplicate, to:

**Village of Hartland
Village Clerk
210 Cottonwood Avenue
Hartland, WI 53029**



Legend

- Parcels
- Retired Parcels
- Municipal Boundary_2K
- FacilitySites_2K_Labels
- Lots_2K
 - Lot
 - Outlot
- SimultaneousConveyance
 - Assessor Plat
 - CSM
 - Condominium
 - Subdivision
- Cartoline_2K
 - <all other values>
 - EA-Easement_Line
 - PL-DA
 - PL-Extended_Tie_line
 - PL-Meander_Line
 - PL-Note
 - PL-Tie
 - PL-Tie_Line
- Road Centerlines_2K
- Railroad_2K
- TaxParcel_2K
- Waterbodies_2K_Labels
- Waterlines_2K_Labels
- Municipal Boundary_5K
- FacilitySites_5K_Labels
- Waterbodies_5K_Labels
- Waterlines_5K_Labels
- Railroad_5K
- SimultaneousConveyance
 - Assessor Plat
 - CSM
 - Condominium
 - Subdivision
- TaxParcel_5K

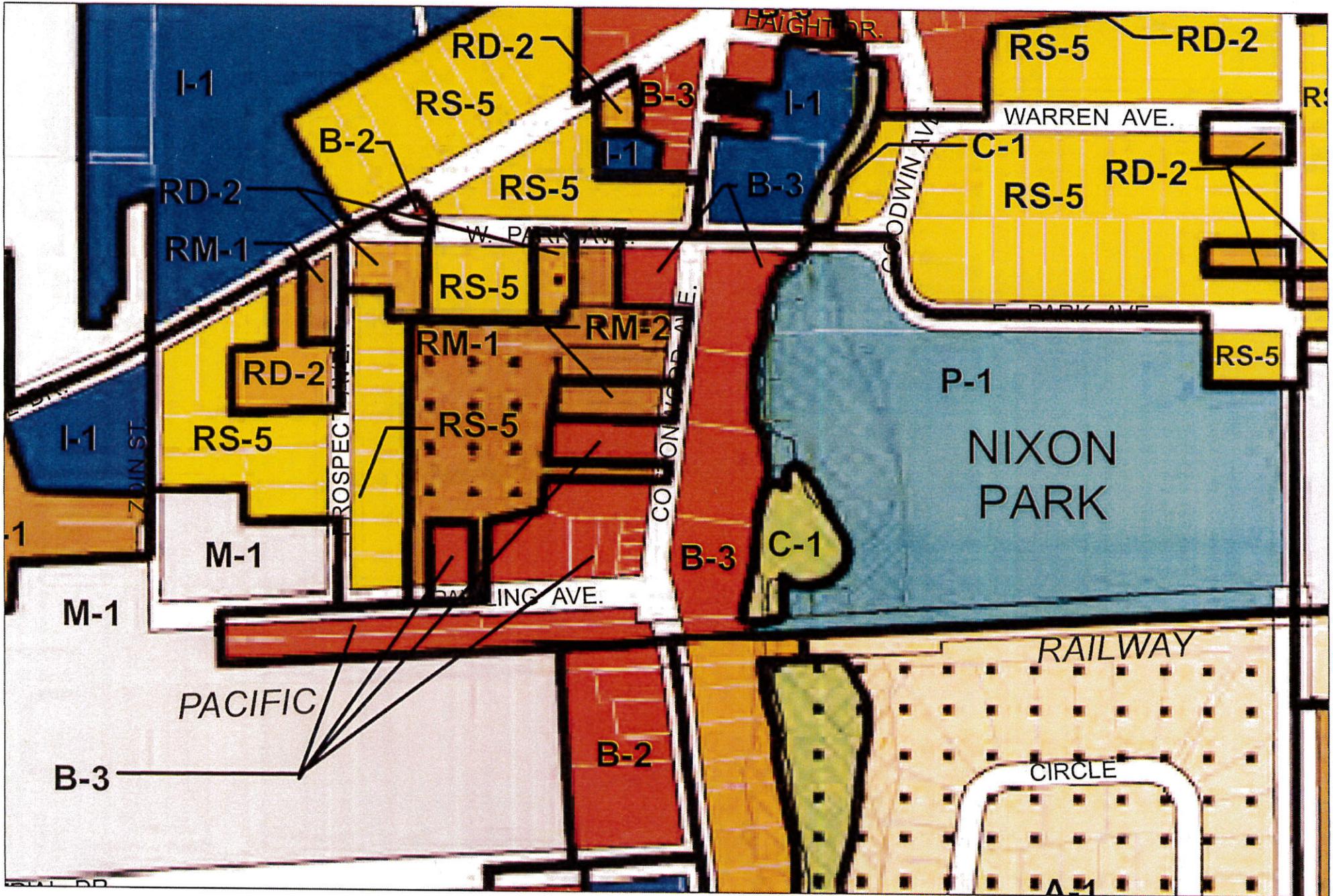
0 98.31 Feet

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

Notes:

Printed: 1/31/2019





ANDREW J FALLON AND KYLE M MILLER
230 PAWLING AVE
HARTLAND WI 53029-2013

HARTLAND STATION LLC
249 PAWLING AVE
HARTLAND WI 53029-2052

CARL B HAROLDSON AND MARILYN K
HAROLDSON
W292N6299 DORN RD
HARTLAND WI 53029-9500

NAOMI N SOPKO
213 W CAPITOL DR
HARTLAND WI 53029-2049

JRT INVESTMENTS LLC
W354N5095 ROAD T
OCONOMOWOC WI 53066

NANCY DAY AND MILO DAY
206 W PARK AVE
HARTLAND WI 53029-2021

ELIZABETH M TOBOLT
W313N9173 HOFF RD
HARTLAND WI 53029

ROBERT J & SUSAN L KOSANKE 2007
LIVING TRUST
237 W PARK AVE
HARTLAND WI 53029

THOMAS H DALY
247 W PARK AVE
HARTLAND WI 53029-2020

SHAWN M HOPPE
320 PROSPECT AVE
HARTLAND WI 53029-2023

ROBERT F KALKE JR
370 PROSPECT AVE
HARTLAND WI 53029

SARAH J SAUER
360 PROSPECT AVE
HARTLAND WI 53029

RONALD JAEGER AND ANN JAEGER
430 INDUSTRIAL DR
HARTLAND WI 53029

DANIEL R SMITH JR
248 PAWLING AVE
HARTLAND WI 53029

492 PARTNERS LLC
492 RIVERSIDE DR
PRINCETON NJ 08540-5421

MICHAEL J HORVATH
205 W PARK AVE
HARTLAND WI 53029

KELLY NORDBY
221 COTTONWOOD AVE
HARTLAND WI 53029

HJH 211 LLC
211 COTTONWOOD AVE
HARTLAND WI 53029-2016

DAVID JAMBRETZ AND SUSAN
JAMBRETZ
338 PROSPECT AVE
HARTLAND WI 53029

ANDREW J SALOMONE
337 PROSPECT AVE
HARTLAND WI 53029-2022

HARTLAND MEADOWS RETIREMENT
APARTMENTS LLC
W320N1161 BUTTERNUT RIDGE CT
DELAFIELD WI 53018

LEROY HUNDLEY
W289S2547 COUNTY ROAD DT
WAUKESHA WI 53188-9210

HOGGERS PUB PROPERTIES LLC
335 COTTONWOOD AVE
HARTLAND WI 53029-2010

SILVER OAK PROPERTIES LLC
352 COTTONWOOD AVE
HARTLAND WI 53029-2011

CYNTHIA M BROWN
243 W CAPITOL DR
HARTLAND WI 53029

JOSEPH D FLANIGAN AND KAREN L
FLANIGAN
214 W PARK AVE
HARTLAND WI 53029-2021

EDWIN & ANNETTE MILLER TRUST
354 PROSPECT AVE
HARTLAND WI 53029

HARMANN RENTALS LLC
W320N9189 HIGHWAY 83
HARTLAND WI 53029-9737

MAC HOLDINGS LLC
PO BOX 602
HARTLAND WI 53029

TIMOTHY E MUELLER
330 PROSPECT AVE
HARTLAND WI 53029-2023

MATTHEW J STRUVE AND KAZUKI
STRUVE
227 W CAPITOL DR
HARTLAND WI 53029-2027

JERRY L & NANCY L NUTTER 2006
LIVING TRUST
207 W CAPITOL DR
HARTLAND WI 53029

UNIQUE SUITES LLC
1318 RIVERS EDGE CT
OCONOMOWOC WI 53066-6912

PAMELA FILO
344 PROSPECT AVE
HARTLAND WI 53029

CHARLES KUHTZ III AND DONNA KUHTZ
PO BOX 505
HARTLAND WI 53029-0505

DAVID PEERS AND ERICA D PEERS
345 PROSPECT AVE
HARTLAND WI 53029-2022

ELMORE MACHINERY CORP
403 EAST AVE
EAGLE WI 53119-2109

K&A HOME INVESTMENTS INC
230 PAWLING AVE
HARTLAND WI 53029-2013

NICHOLAS AND KATELYN GOMEZ
221 W PARK AVE
HARTLAND WI 53029-2020

RONALD JAEGER AND ANN JAEGER
430 INDUSTRIAL DR
HARTLAND WI 53029-2329

DANIEL FEISTHAMMEL
PO BOX 242
HARTLAND WI 53029

FREDERICK F AND MARY J OTT 2011
LIVING TRUST
229 W PARK AVE
HARTLAND WI 53029-2020

LINDA J LAVALLEY
335 COTTONWOOD AVE
HARTLAND WI 53029

KUSCH INVESTMENTS LLC
N65W30981 BEAVER LAKE RD
HARTLAND WI 53029-9799

SUSAN K STERNKOPF
404 COTTONWOOD AVE
HARTLAND WI 53029

PARK IT REAL ESTATE INVESTING LLC
N78W29196 FLYNN RD
HARTLAND WI 53029-9551

STEPHEN SECOSH
213 W PARK AVE
HARTLAND WI 53029

JACK DAHLKE PROPERTIES LLC
336 COTTONWOOD AVE
HARTLAND WI 53029

BARK RIVER PROPERTIES
1285 SUNNYRIDGE RD
PEWAUKEE WI 53072-3817

THOMAS CANTRELL AND DIONNE
CANTRELL
359 PROSPECT AVE
HARTLAND WI 53029-2022

DAVID CATANIA AND JEAN CATANIA
328 PROSPECT AVE
HARTLAND WI 53029-2023

GUY S JENSON & MARIJEAN JENSON
2014 LIVING TRUST
N45W28965 E CAPITOL DR
HARTLAND WI 53029-2249

MICHELE H WARD AND MICHELE H
ANDRAE
256 W CAPITOL DR
HARTLAND WI 53029

VILLAGE OF HARTLAND

ORDINANCE NO. _____

**AN ORDINANCE TO AMEND THE OFFICIAL ZONING MAP
OF THE VILLAGE OF HARTLAND**

WHEREAS, The Village of Hartland has received a request to consider the rezoning of the property located at 345 Cottonwood Avenue from B-3 Central Business/Mixed Use District to RS-3 Single Family Residential District in order to use of the property as a single family home; and

WHEREAS, The Village of Hartland Plan Commission has considered the request and has recommended denial of the request and finds that the use of the property is not consistent with the intended land use as described in *The Village of Hartland Comprehensive Development Plan: 2035* and that it is not appropriate or desirable to amend the zoning of this property as noted above; and

WHEREAS, The Village Board of Trustees conducted a Public Hearing regarding this proposed change on March 25, 2019 and April 22, 2019.

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

Section 1: The Village of Hartland Zoning Map is hereby amended to rezone the following property located as indicated above: Parcel HAV 0729148 at 345 Cottonwood Avenue from B-3 Central Business/Mixed Use District to RS-3 Single Family Residential District as shown on the attached Exhibit 1 to this Zoning Map Ordinance.

Section 2: If any section, sentence, clause, phrase or portion of this ordinance is for any reason held invalid or unconstitutional by any court of competent jurisdiction, such portion shall be deemed a separate, distinct and independent provision, and such holding shall not affect the validity of the remainder of such ordinance.

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

Adopted this _____ day of _____, 2019.

VILLAGE OF HARTLAND

ATTEST:

By: _____
Jeffrey Pfannerstill, Village President

Darlene Igl, MMC, WCPC, Village Clerk



PETITION FOR CONDITIONAL USE

\$150 REVIEW FEE DUE AT TIME OF APPLICATION PLUS \$300 PROFESSIONAL FEE DEPOSIT

| | |
|--|---------------------------------------|
| Property Owner | |
| Business Name <u>Biebel's True Value</u> | |
| Business Owner <u>Susan Biebel</u> | |
| Address <u>580 Hartbrook Dr</u> | |
| Contact Person <u>Sue Biebel</u> | Phone <u>262 369 1070</u> |
| Key No. HAV | Email <u>biebethardware@yahoo.com</u> |

The Plan Commission meets on the third Monday of the month at 7:00 PM in the Village Board Room of the Hartland Municipal Building located at 210 Cottonwood Avenue, Hartland.

The deadline for filing is a minimum of fifteen (15) working days before the meeting.

All of the requested information must be received prior to the deadline in order to be placed on the agenda. Village Plan Review Staff has been directed to delay placement on the Plan Commission Agenda based on incomplete submittals.

State present use of property and basic information on the intended use:

| |
|--|
| <u>Retail Hardware</u> |
| <u>Temporary Greenhouse for use in</u> |
| <u>early spring thru mid summer</u> |
| |
| |
| |

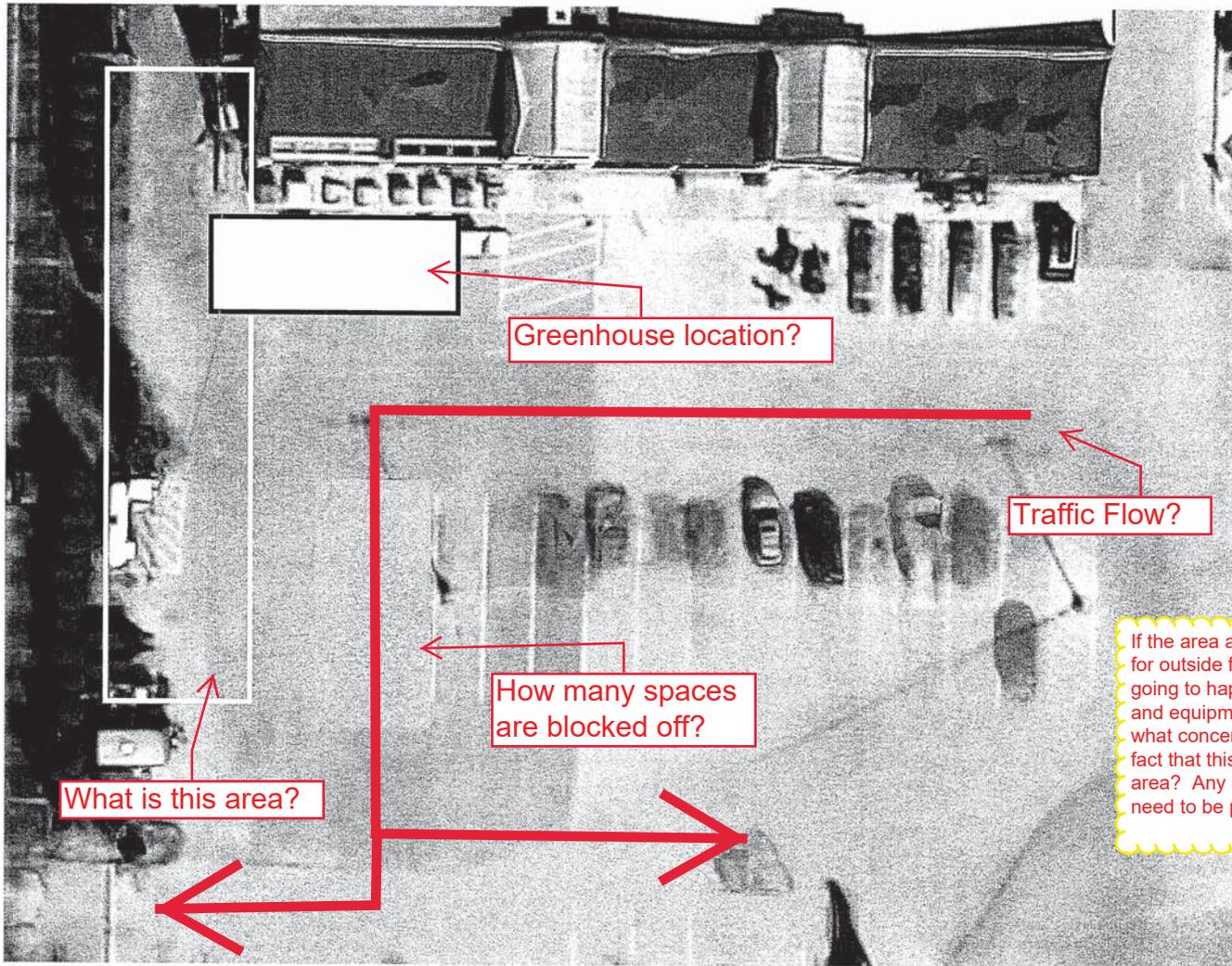
Additional documents and materials must be submitted addressing the requirements described in Article IV of the Hartland Zoning Code regarding Conditional Uses.

All applications for consideration by the Plan Commission are subject to the policies described in this document.

| | |
|--|---------------------|
| Petitioner Signature <u>Susan Biebel</u> | |
| Print Name <u>Susan Biebel</u> | Date <u>2-20-19</u> |

OFFICE USE ONLY:

| | | |
|---------------|------------------|---------------------|
| Date Applied: | Date of Meeting: | Return Comments by: |
|---------------|------------------|---------------------|



Greenhouse location?

Traffic Flow?

How many spaces are blocked off?

What is this area?

If the area at the west is the area for outside flowers/plants, what is going to happen to the materials and equipment stored there? Also, what concerns are there about the fact that this is your propane fill area? Any safety measures that need to be put in place?

Rec 3-24-08
HAV 6427997 010

Memorandum of Plan of Operation (Revised to reflect VB actions)



Re: Biebel's/Anding Realty Plan of Operation

Location: Biebel's True Value Hardware, 580 Hartbrook Drive,
Hartland, Wisconsin

Date: February 26, 2008

Introduction

Biebel's Hardware (Tenant), a tenant of Anding Realty (Owner), occupies a building at 580 Hartbrook Drive. The property is zoned B-2, Community Business. As such, retail uses such as hardware stores are permitted in the B-2 Business District.

In recent years, Biebel's Hardware has undertaken expansions of its operation that include significant outdoor storage and/or display of rental equipment. These expansions have resulted in modifications to the operation which have, to date, have remained unauthorized by the Village of Hartland (Village) and violate section 46-78 of the Code of Ordinances (zoning code), which requires an occupancy permit based upon an approved plan of operation. This plan of operation documents the storage and/or display uses which are accommodated or which are intended to be accommodated on the site.

The zoning code clearly intends for the Plan Commission to concern itself with general layout, building plans, ingress, egress, parking, loading and unloading and landscape plans to encourage a business use environment that is compatible with the community character of the Village. Therefore, this memorandum, by virtue of the mutual concurrence herein of the Village of Hartland (Village), Biebel's True Value Hardware (Tenant) and Anding Realty (Owner) shall constitute the approved plan of operation for the site at 580 Hartbrook Drive, Hartland, Wisconsin and shall remain in effect for the property at 580 Hartbrook Drive, Hartland, Wisconsin as long as the premises are occupied by Biebel's Hardware or until amended by the tenant and approved by the Village of Hartland. The plan of operation may be amended or revoked for failure to comply by the Village or by mutual agreement by and between the Owner, Tenant and Village. Failure to comply with this plan of operation may result in revocation of any occupancy permit issued by the Village for the Tenant's occupancy at 580 Hartbrook Drive, Hartland, Wisconsin or appropriate legal proceedings.

- (1) Hours of operation: hours are generally from 7:00 am – 9:00 pm M-F,
Sat and Sun 7:00 am to 6:00 pm, with occasional extended hours.

- (2) Number of full-time and part-time employees on the site during each working shift; tenant will have 6 full and 6 part time employees, during a typical shift. Occasional busy times will require more employees.
- (3) Typical number of customers/clients/visitors on the site each day; typically, 300 to 400 customers will visit the site per day.
- (4) Number of parking spaces anticipated to be occupied by employees, customers, clients, visitors, suppliers and any others on a typical day; typically, 25 to 30 cars are in the lot at one time.
- (5) Nature of items typically delivered to or shipped from the site and the typical methods (i.e. semi truck, truck, van, etc.) and times of shipment to or from the site and location on the site where loading and unloading and parking of shipping vehicles is to occur; deliveries can occur between 6:00 am and 9:00 pm, but typical delivery times are between 8:00 am and 5:00 pm. Approximately 12 to 15 semi trailers and 20 to 25 smaller trucks and vans visit the site each week. Items typically delivered include general hardware merchandise and other items common to the operation of a hardware store.
- (6) Detailed description of any principal or accessory uses, processes or activities that may occur at an unenclosed area of the site; the unenclosed area of the site will be used for parking, for deliveries, for sales, for display of rental equipment, for storage of merchandise, for tent sales, for greenhouse sales, for miscellaneous events and for other uses typical of a hardware store. All uses on the unenclosed area of the site shall be subject to Village of Hartland review and approval by either administrative personnel, the Plan Commission or Village Board as required. There are two fenced in areas that contain most of the outside material storage.
- (7) Detailed description of any equipment, operation, device or process that may emit noise or vibration from the site that is substantially different from the emissions from the site immediately prior to the initiation of this activity or process or operation of this equipment or device; except as noted herein, there will be no changes to the operation of the tenant's business.
- (8) The names and amounts of any noxious or hazardous substances that may be created, stored or used on the site and the locations on the site where such substances will be created, stored, and used; no noxious or hazardous substances will be created on site. The storage and use of substances on site will not change. Substances stored or used on site will include herbicide, insecticide, propane, paint, paint thinner, paint remover, chlorine for pools and other items generally sold at a

hardware store. A propane tank is presently located on site and sits approximately 150 yards from the nearest residence at 504 Sunnyslope Drive.

- (9) The proximity of the proposed use to residential neighborhoods and a detailed description of any use or process that has, or may have, a reasonable potential for disturbing and/or disrupting existing residential and/or non-residential uses; residential neighborhoods are located across the street from this site, but the use will not change and typical uses of the site will not disturb any neighbor.

Conditions of Approval

The following conditions shall be precedent to issuance and maintenance of an occupancy permit required under Section 46-78 of the Code of Ordinances of the Village of Hartland.

- (1) All temporary uses proposed for the site, including but not limited to greenhouse or greenhouse-like sales, shall be submitted to the Village of Hartland for review and approval as conditional uses as required by ordinance.
- (2) Tent sales of duration of no more than 7 days shall be considered temporary uses and subject to administrative review and approval by the Village of Hartland.
- (3) Display of equipment for lease by the tenant shall be limited to no more than 4 items to be located in the area identified as Area 1 on the site plan identified in item (5) below. No more than 2 items for lease by the tenant shall be located in the area identified as Area 2 on the site plan identified in item (5) below.
- (4) Items available for rent shall be cleaned up in the rear of the building on the site. Water resulting from any clean-up activities shall be managed in accordance with any and all applicable laws, ordinances and/or administrative rules.
- (5) Approved items of equipment for lease by the tenant include any of the following, but none other:
 - a. Skid Steer (in Areas 1 or 2)
 - b. Backhoe (in Areas 1 or 2)
 - c. Trencher (in Areas 1 or 2)
 - d. Man lift (in Area 2 only)
 - e. Wood chipper (in Areas 1 or 2)
 - f. Log splitter (in Areas 1 or 2)
 - g. Stump Grinder (in Areas 1 or 2)
 - h. Mini-excavator (in Areas 1 or 2)
 - i. Auger (in Areas 1 or 2)

- (6) All items displayed on site shall be displayed and maintained in a neat, clean, organized and aesthetically appealing fashion. Each item displayed shall occupy a space no larger than one approved and properly marked automobile parking stall.
- (7) Any and all trucks utilized in conjunction with the business shall, when not in use, be parked in remotely approved parking stalls on site.
- (8) Panel or other trucks utilized by the tenant may be parked in display areas for a temporary time while snow removal is occurring on the remainder of the parking lot.
- (9) Off-street parking areas may not be utilized for storage or display of product or material inventory.
- (10) Equipment accessories must be attached to equipment and be fully functional or such accessories shall be considered a separate piece of equipment.
- (11) Multiple pieces of equipment on a single trailer shall be considered separate pieces of equipment.
- (12) No item located in Area 1 shall exceed 12 feet in overall height nor extend horizontally beyond the length of a typical marked parking stall, i.e. 19 feet long.
- (13) No item located in Area 2 shall exceed in height the height of the lowest adjacent building eave line.
- (14) Owner may request to amend the list of approved items of equipment for display in Areas 1 or 2 by submitting a request to the Building/Zoning Inspector for approval. If the Building/Zoning Inspector denies such a request, Owner may appeal said decision to the Zoning Code Board of Appeals.
- (15) In the event of a violation of the approved plan of operation, Owner will receive up to one written notice of violation per year. Additional violations will result in Village issuance of citations to Owner and/or Tenant. Continued or uncorrected violations may result in revocation of the approved plan of operation and/or prosecution including injunctive relief sought through circuit court.
- (16) A cross access easement between 580 Hartbrook Drive and 550 Hartbrook Drive (bowling alley property) shall be maintained and recorded in the form created and attached hereto as Exhibit 2.
- (17) The proposed cross access shall be restored with asphalt and installation of a yellow painted speed bump with appropriate gaps to allow for drainage may be constructed to minimize speeding between the two properties.
- (18) Improvements provided on the site plan, Exhibit 1, shall be completed no later than May 15, 2008, including all proposed landscaping and restoration.
- (19) A berm with landscaped ground cover shall be installed to prevent drainage onto the adjacent property (bowling alley) north of the propane tank. Owner shall maintain all landscape items in a healthy

condition. Owner shall replace any landscape items that die or are deemed unhealthy by the Village with like species and size per approved plans.

(20) The subject property elevation is higher than the property to the west, such that there is a natural tendency for storm water to flow across the property line to the west. Owner shall maintain barriers, etc. (per approved plans) to minimize storm water drainage across the property line. Owner is responsible for clean-up of any mulch, stone, or other materials transported across property lines.

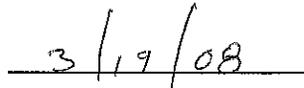
(21) Restoration: Owner shall install appropriate vegetative cover (grass, etc.), per approved plans, to stabilize the site and maintain said cover in perpetuity.

Submitted by:

Date:

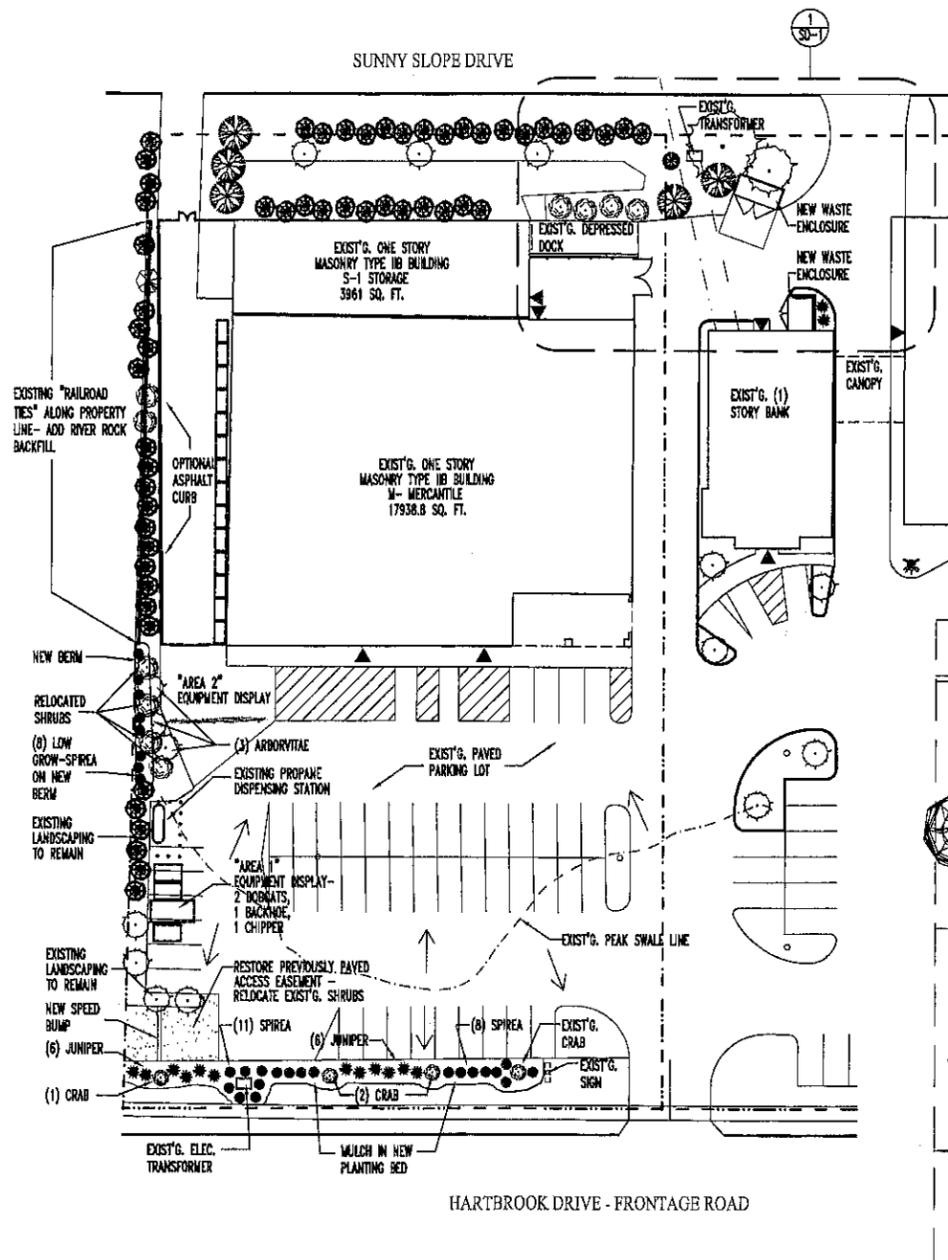


Anding Realty, Owner



Acknowledged and agreed by:

Thomas Biebel, Tenant



SITE PLAN

SCALE: 1" = 30'-0"

| COMMON NAME: | QTY. | MINIMUM SIZE: |
|--------------------|------|---------------------|
| CRAB APPLE TREE | 3 | 2" - 2 1/2" CALIPER |
| SEAGREEN JUNIPER | 12 | 18" SPREAD |
| GOLDFLAME SPIREA | 27 | 24" SPREAD |
| TECHNEY ARBORVITAE | 3 | 6' - 5' TALL |

ALL NEW TREES AND ARBORVITAE TO BE BALLED & BURLAPPED

GENERAL NOTES

ALL WORK SHALL CONFORM TO APPLICABLE STATE AND LOCAL CODES AND ORDINANCES. VERIFY EXISTING CONDITIONS AND DIMENSIONS AFFECTING THE WORK TO BE PERFORMED - REPORT ANY DISCREPANCIES TO THE ARCHITECT IMMEDIATELY. PROCEEDING WITH WORK WILL SIGNIFY ACCEPTANCE OF EXISTING CONDITIONS AND VERIFICATION OF DIMENSIONS THE ARCHITECT IS NOT RESPONSIBLE FOR VERIFICATION OF ANY DIMENSIONS FOR SHOP DRAWINGS OR MATERIALS PURCHASE ORDERS.

GENERAL CONTRACTOR SHALL COORDINATE THE WORK OF THE CONTRACTORS PERFORMING WORK, INCLUDING ANY WORK PROVIDED BY THE OWNER.

UNLESS OTHERWISE INSTRUCTED BY THE GENERAL CONTRACTOR AND/OR THE OWNER, EACH CONTRACTOR SHALL PERFORM CUTTING AND PATCHING, AS REQUIRED FOR PROPER COMPLETION OF THEIR WORK. PATCHING TO MATCH AS CLOSE AS POSSIBLE, UNLESS OTHERWISE INSTRUCTED. NO MATERIALS CONTAINING ASBESTOS OR ANY OTHER HAZARDOUS SUBSTANCE SHALL BE USED FOR ANY PART OF THIS PROJECT.

GENERAL CONSTRUCTION NOTES:

PROVIDE CARPENTRY, INSULATION, SEALANTS FINISHES, ETC. AS INDICATED ON THE DRAWINGS, AS REQUIRED BY CODE, AND AS NEEDED TO COMPLETE PROPOSED CONSTRUCTION.

ALL MATERIALS, FINISHES AND MISCELLANEOUS DETAILS NOT SPECIFICALLY ADDRESSED IN THESE DRAWINGS SHALL BE DISCUSSED WITH AND APPROVED BY THE OWNER, PRIOR TO INSTALLATION.

ALL NEW WORK, INCLUDING MECHANICAL AND ELECTRICAL CONTROLS, SHALL MEET OR EXCEED ALL APPLICABLE STATE AND FEDERAL ACCESSIBILITY REQUIREMENTS PERTAINING TO THIS BUILDING AND THE PROPOSED WORK.

SITE DEVELOPMENT NOTES

PRESERVE EXIST'G. TREES, SHRUBS, AND OTHER VEGETATION UNLESS OTHERWISE INDICATED. DO NOT PLACE SOIL, PILES OR PARK VEHICLES NEAR TREES MARKED FOR PRESERVATION.

INSTALL ALL EROSION CONTROL MEASURES BEFORE PROCEEDING WITH ANY WORK. (IF REQUIRED)

PROTECT AND MAINTAIN CONDUITS, DRAINS, PIPES, SEWERS, AND WYRES WHICH ARE TO REMAIN ON THE PROPERTY, OR WHICH ARE TO REMAIN UNTIL NEW INSTALLATIONS ARE COMPLETE.

URING CONSTRUCTION AND CLEANUP, DO NOT MUMP DEBRIS ON ANY PART OF THE PROPERTY OR ANY UNAUTHORIZED PLACE. DEBRIS MAY NOT BE BURIED OR BURNED ON SITE.

PROVIDE FILTER FABRIC AT EXIST'G. CATCH BASINS TO PREVENT SEDIMENT FROM REACHING THE STORM SEWER SYSTEM. (IF REQUIRED)

ANY SEDIMENT REACHING THE PUBLIC STREET SHALL BE REMOVED BY STREET CLEANING (NOT FLUSHING) BEFORE THE END OF EACH WORK DAY.

IF USED, INSPECT AND REPAIR SILT FENCE ONCE A WEEK AND AFTER EVERY 1/2 INCH OF RAIN. REMOVE SEDIMENT IF DEPOSITS REACH HALF THE FENCE HEIGHT.

ASPHALT / CONCRETE PAVING:

SOME FIELD ADJUSTMENTS MAY BE NECESSARY AT POINTS WHERE PROPOSED PAVEMENT MEET EXIST'G. PAVEMENT/WALKS. REVIEW ANY REQUIRED CHANGES WITH THE ARCHITECT PRIOR TO CONSTRUCTION OF WORK.

PAVING CONTRACTOR SHALL PREPARE SURFACE FOR SITE IMPROVEMENTS. PROVIDE CONCRETE AND ASPHALT PAVEMENT AS INDICATED ON THE DRAWINGS, AS SPECIFIED, AND IN ACCORDANCE WITH LOCAL REQUIREMENTS.

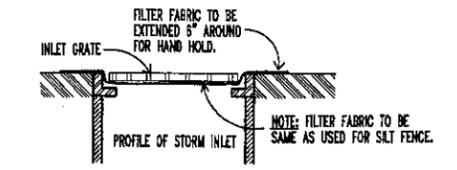
REMOVE LOOSE MATERIAL FOR COMPACTED SUB-BASE SURFACE IMMEDIATELY BEFORE APPLYING TACK COAT. PROOF ROLL PREPARED SUB-BASE SURFACE TO CHECK FOR UNSTABLE AREAS AND AREAS REQUIRING ADDITIONAL COMPACTING. DO NOT BEGIN PAVING WORK UNTIL DEFICIENT SUB-BASE AREAS HAVE BEEN CORRECTED AND ARE READY TO RECEIVE PAVING. SUB-BASE SHALL CONSIST OF COMPACTED CRUSHED, AGGREGATE BASE - AT LEAST 6 INCHES OF 3/4" TRAFFIC BOND OVER COMPACTED SOIL. (90% MINIMUM COMPACTION).

BITUMINOUS CONCRETE SURFACE COURSE- 1 1/2" TOP LAYER OF 8.5 MM H.M.A. MAX E.O.3 LIQUID ASPHALT PG 58-28 BITUMINOUS CONCRETE BINDER COURSE- 2" LAYER OF 12.5 MM H.M.A. MAX E.O.3

PROVIDE OTHER MATERIALS, NOT SPECIFICALLY DESCRIBED, BUT REQUIRED FOR A COMPLETE AND PROPER INSTALLATION, AS SELECTED BY THE PAVING CONTRACTOR.

TRAFFIC AND LANE MARKINGS: (IF REQ'D.)

SWEEP AND CLEAN SURFACE TO ELIMINATE LOOSE MATERIAL AND DUST. STRIPES TO 4" WIDE, YELLOW CHLORINATED BASE TRAFFIC LANE MARKING PAINT, FACTORY MIXED, QUICK DRYING, AND NON-SLEEDING. APPLY PAINT WITH MECHANICAL EQUIPMENT TO PRODUCE UNIFORM STRAIGHT EDGES. APPLY (2) COATS AT MANUFACTURER'S RECOMMENDED RATES.



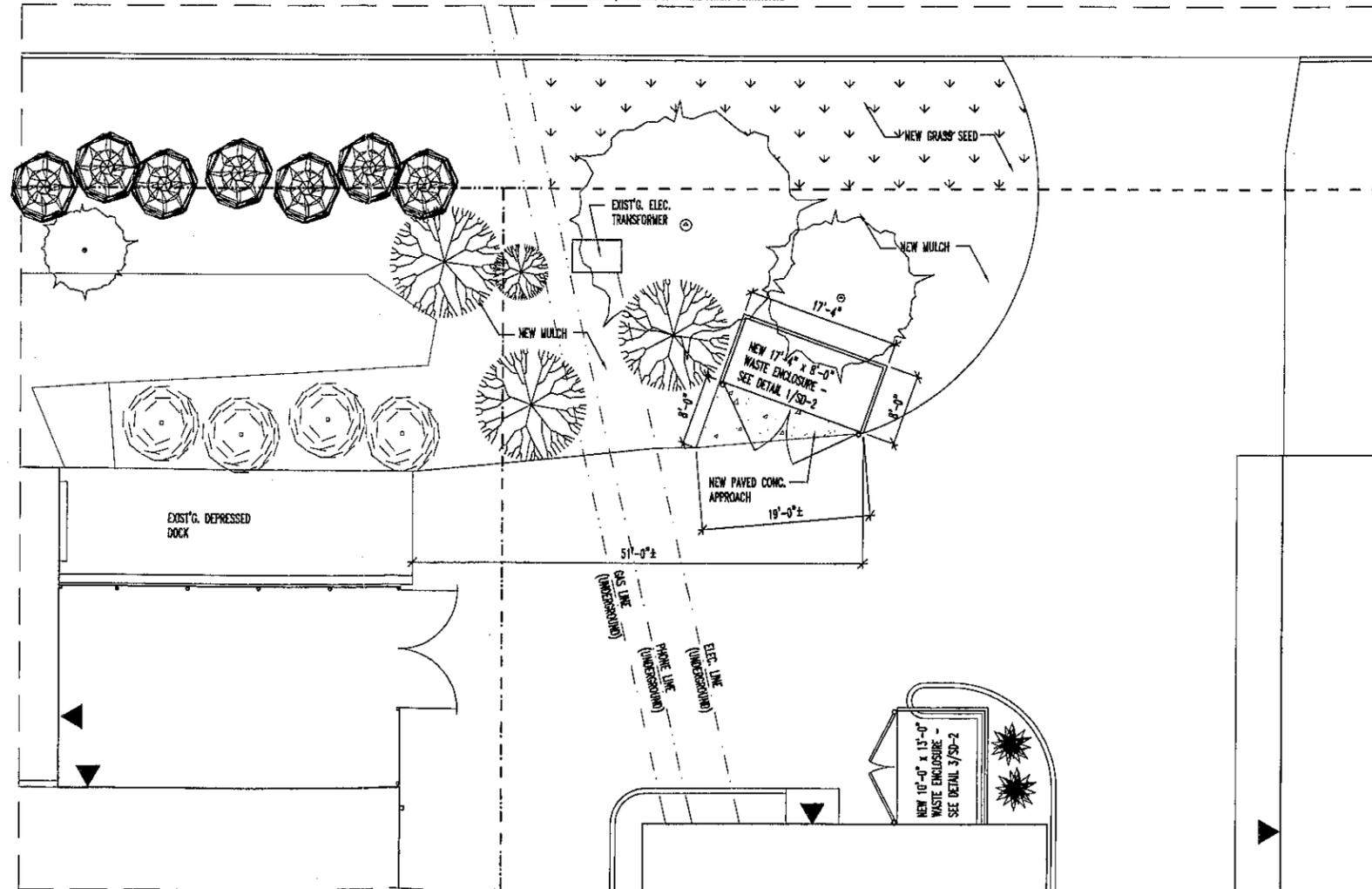
2 INLET INSERT FABRIC
SD-1 NOT TO SCALE INSTALLED AS REQUIRED

MAINTENANCE PLAN
1. ALL EROSION AND SEDIMENT CONTROL PRACTICES WILL BE CHECKED FOR STABILITY AND OPERATION FOLLOWING EVERY RAINFALL-PRODUCING RAINFALL, BUT IN NO CASE LESS THAN ONCE EVERY WEEK. ANY NEEDED REPAIRS WILL BE MADE IMMEDIATELY TO MAINTAIN ALL PRACTICES AS DESIGNATED.

2. SEDIMENT WILL BE REMOVED FROM BEHIND THE SEDIMENT FENCE WHEN IT BECOMES ABOUT 0.5 FT IN DEPTH AT THE FENCE. THE SEDIMENT FENCE WILL BE REPAIRED AS NECESSARY TO MAINTAIN A BARRIER.

NOTE: IF SITE IS LEFT INACTIVE FOR AT LEAST SEVEN (7) DAYS, TEMPORARY STABILIZATION IS REQUIRED FOR ALL DISTURBED AREAS INCLUDING TOPSOIL. FULL AREA.

3. ALL SEEDING AREAS WILL BE FERTILIZED, RESEEDING AS NECESSARY, AND MAINTAIN A VIGOROUS, DENSE VEGETATIVE COVER.

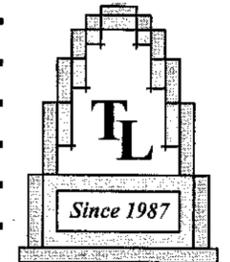


1 ENLARGED SITE PLAN

SD-1 SCALE: 1/8" = 1'-0"

Progress Dates

| | | |
|-----|----------|----|
| CD | 12/13/07 | PS |
| CD | 01/14/08 | PS |
| REV | 02/15/08 | TM |



TL Finke & Associates
An Architectural Service Corporation

6901B S. 20th Street
Oak Creek, Wisconsin 53154
(414) 856-1900
(414) 856-1901 fax
www.tlfinke.com

Project Type
New Access Drive & Dumpster Enclosures

Project Name
Biebel's Hardware

Location
580 Hartbrook Drive
Hartland, WI 53029

CONTACT
Tom Piacentine
ICS, Inc.
12660 W. Capitol Drive
Brookfield, WI 53005
(262) 790-1911
(262) 790-1964 FAX

Project Start Date
09/27/06 DNK

Job Number
06536

Sheet Number

SD-1

"EXHIBIT 1"

| | |
|--|---|
| Document Number | <p style="text-align: center;"><u>CONDITIONAL USE PERMIT</u> [Biebel's True Value Hardware] Document Title</p> |
| <p>THIS CONDITIONAL USE PERMIT is hereby granted this 22nd day of April, 2019, by the Village of Hartland (hereinafter Village) to Biebel's True Value Hardware (hereinafter "Grantee") for the operation of Temporary Flower Stand at the property located at the parking lot area at 580 Hartbrook Drive.</p> <p style="text-align: center;"><u>RECITALS</u></p> <p>WHEREAS, Grantee has applied for a conditional use permit (the "CUP") pursuant to Section 46-847 of the Village of Hartland Code of Ordinances for the operation of a temporary greenhouse at 580 Hartbrook Drive, Hartland, Wisconsin, (the "Property") more specifically described as:</p> <p>[HAV 0427.997.011] OWNER:</p> <p>TMPN HARTLAND LLC 11518 N PORT WASHINGTON RD STE 103 MEQUON WI 53092</p> | |
| <p style="text-align: center;"><u>Recording Area</u></p> <p>Name and Return Address Village of Hartland 210 Cottonwood Ave. Hartland, WI 53029</p> | |
| <p style="text-align: center;"><u>Parcel Identification Number</u></p> <p>HAV 0427.997.011</p> | |

WHEREAS, the Property is located in the B-2 Business District; and

WHEREAS, Section 46-469(8) of the Village of Hartland Code of Ordinances provides that temporary use in the B-2 District is a conditional use; and

WHEREAS, Applicant has submitted all information as required under Section 46-847 of the Village of Hartland Code of Ordinances and a Site Plan of Operation which is attached hereto and incorporated herein; and

WHEREAS, the Village Plan Commission reviewed the subject CUP application and Plan of Operation and held a Public Hearing on April 15, 2019 pursuant to Section 46-848 of the Village of Hartland Code of Ordinances and recommended the following conditions of approval necessary to fulfill the purpose and intent of the Village Code of Ordinances: the temporary flower greenhouse may be installed during the month of April and must be disassembled by the

end of August each year during the 5 year period of time for this Conditional Use Permit which expires on March 25, 2024; and

WHEREAS, the Village Board of Trustees has considered the Plan Commission's recommendations and has determined that the proposed conditional use and structure(s) are in accordance with the purpose and intent of Chapter 46 of the Village Code of Ordinances and is found to be not hazardous, harmful, offensive or otherwise adverse to the environment or the value of the neighborhood or the community.

NOW THEREFORE, the Village Board of Trustees hereby approves the issuance of this conditional use permit to operate a temporary flower greenhouse, for the operation of flower sales, at the Property, which conditional use permit shall be subject to the following conditions:

1. The conditional use permit granted hereunder is for the sole benefit of Biebel's True Value Hardware Store.
2. The business activities permitted hereunder are limited to the retail sale of flowers.
3. All business activities conducted on the Property shall conform to this CUP and the approved Site Plan of Operation and the Village of Hartland Code of Ordinances. The approved Site Plan of Operation is attached hereto and incorporated herein.
4. The Temporary Flower Stand is conditionally authorized to operate as follows:
 - Dates of Operation: April 1, - August 31 of each year
 - Hours of Operation: Same hours as the main store as they may change from time to time.
 - Size of tent or temporary structure not to exceed 42' x 20'
 - Clean-up of site must occur not later than August 31 of each year
5. Changes subsequent to the initial issuance of this CUP shall require an amendment to this CUP.
6. This CUP shall terminate upon the occurrence of any of the following:
 - a. Upon Grantee failing to conduct business at the Property in substantial conformity with this CUP or the approved Plan of Operation; or
 - b. Upon the cessation of the operations permitted under this CUP.
7. Notwithstanding the forgoing, this CUP shall expire on March 25, 2024

This conditional use permit is hereby issued this 22nd day of April 2019 subject to the conditions provided herein.

VILLAGE OF HARTLAND

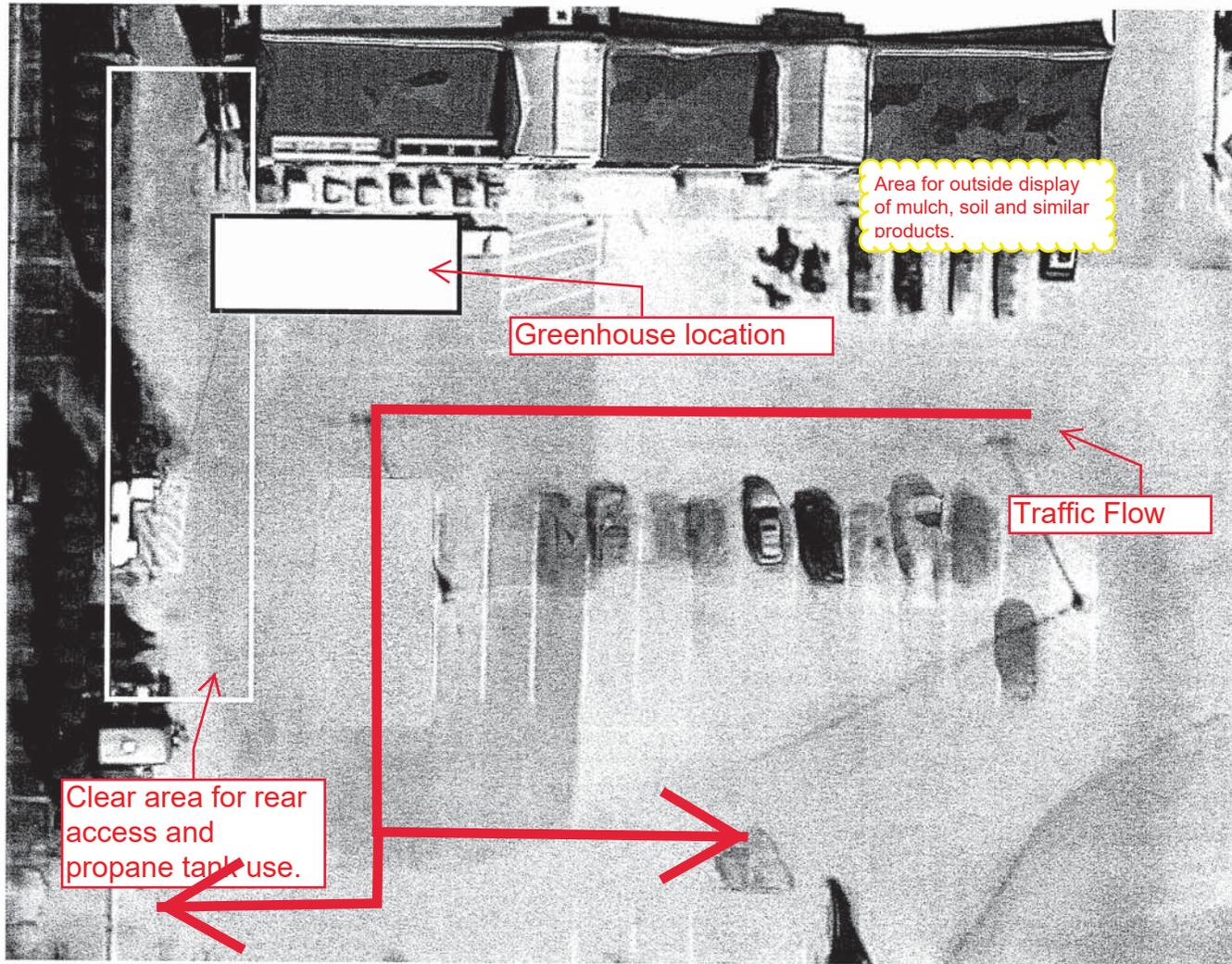
Jeffrey Pfannerstill, Village President

[VILLAGE SEAL]

ATTEST:

Darlene Igl, MMC/WCPC, Village Clerk

Exhibit A



488 SUNNYSLOPE LLC
19125 ALTA VISTA DR
BROOKFIELD WI 53045

504 SUNNYSLOPE LLC
19125 ALTA VISTA DR
BROOKFIELD WI 53045

ANDREW D LEMKE
619 BELSHIRE DR
HARTLAND WI 53029-1801

CHRISTOPHER R KLAWITTER AND
ROBERT M KLAWITTER
618 BELSHIRE DR
HARTLAND WI 53029-1802

CYNTHIA L CORRIGAN
612 BELSHIRE DR
HARTLAND WI 53029

DAVID L VODNIK
604 BELSHIRE DR
HARTLAND WI 53029

EUGENE H & MARGARET A GOSLINE
LIVING TRUST
563 GREENWAY TER
HARTLAND WI 53029

JACOB SCHNEIDER
613 GREENWAY TER
HARTLAND WI 53029

JEFFREY KRONEBERG AND CINDI
KRONEBERG
593 GREENWAY TER
HARTLAND WI 53029

JOAN T DALEY
357 COTTONWOOD AVE APT 120
HARTLAND WI 53029-2025

JORDAN T WARD
540 RAE DR
HARTLAND WI 53029-1404

MARK RIESINGER AND KARLA
RIESINGER
657 GREENWAY TER
HARTLAND WI 53029

P M WALKER PROPERTIES LLC
143 E CAPITOL DR
HARTLAND WI 53029

PAUL D BIANCUZZO TRUST
632 BELSHIRE DR
HARTLAND WI 53029

PETER JOHNSON AND PATRICIA
JOHNSON
583 GREENWAY TER
HARTLAND WI 53029

PINE & WHITNALL LLP
6980 INDUSTRIAL LOOP PO BOX 196
GREENDALE WI 53129

RAINTREE INVESTMENTS LLC
N61W29425 RYBECK RD
HARTLAND WI 53029

ROSS A & KARLA A BLANK REVOCABLE
LIVING TRUST
611 BELSHIRE DR
HARTLAND WI 53029

ST CHARLES CONGREGATION
313 CIRCLE DR
HARTLAND WI 53029

STEVE MORTENSEN AND LYNN
MORTENSEN
603 GREENWAY TER
HARTLAND WI 53029

STEVEN J KEYMAR AND KATHLEEN A
KEYMAR
643 GREENWAY TER
HARTLAND WI 53029

TABETHA A MALECKI AND MARK
MALECKI
704 BELSHIRE DR
HARTLAND WI 53029

THOMAS DIERBECK AND ROBERTA
DIERBECK
573 GREENWAY TER
HARTLAND WI 53029

TMPN HARTLAND LLC AND HARTLAND
PLAZA LLC
11518 N PORT WASHINGTON RD
MEQUON WI 53092-3443

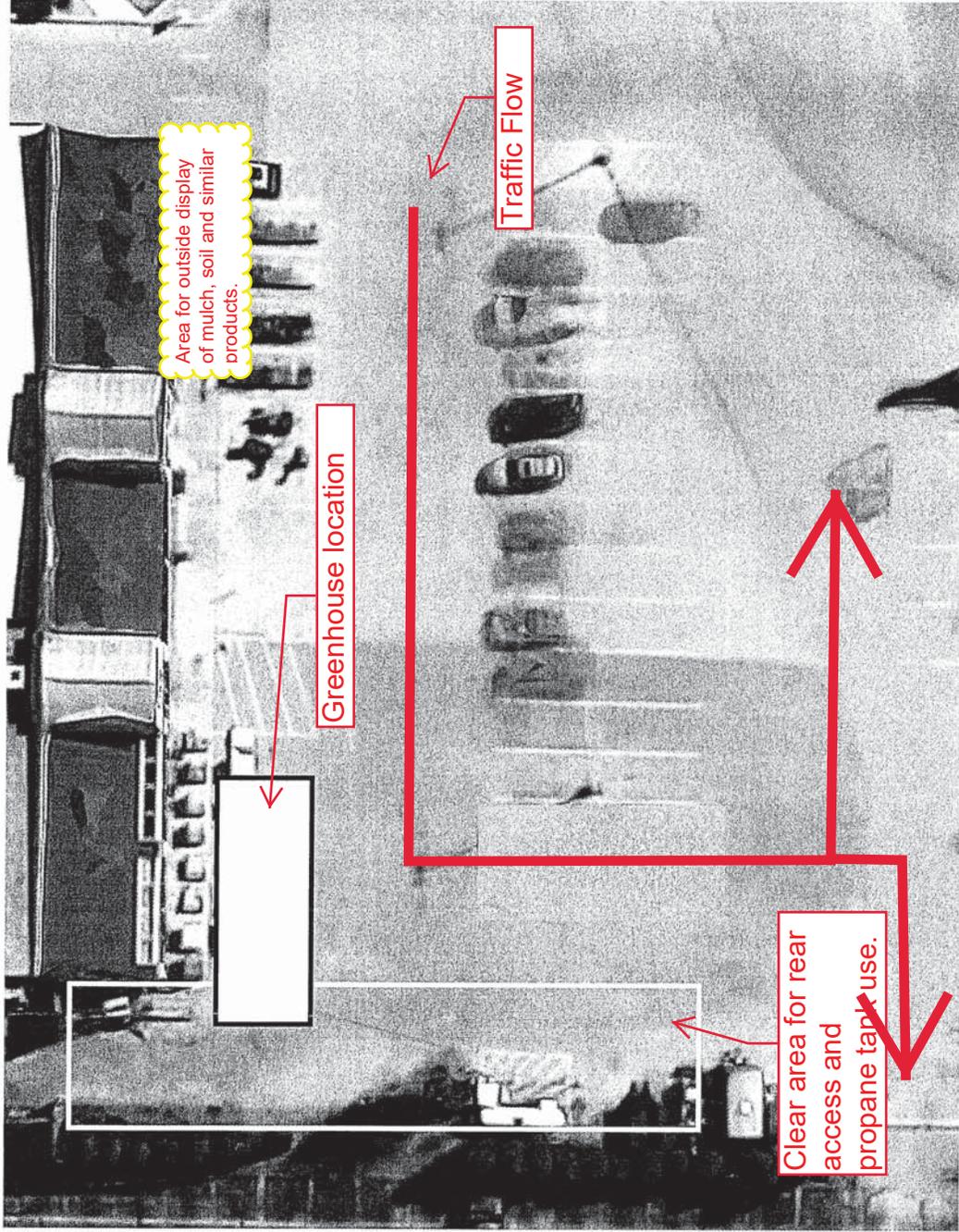
VERONICA M MYERS TRUST
603 BELSHIRE DR
HARTLAND WI 53029

WAUKESHA STATE BANK
151 E SAINT PAUL AVE
WAUKESHA WI 53188-3701

WHPC-BREEZEWOOD II LLC
2 E MIFFLIN ST STE 801
MADISON WI 53703-2862

WHPC-DOMINIUM LLC
2 E MIFFLIN ST STE 801
MADISON WI 53703-2862

Exhibit A



VILLAGE OF HARTLAND

RESOLUTION NO. 04-22-2019-01

A RESOLUTION REGARDING NAMING THE MUNICIPAL BUILDING IN HONOR OF TRUSTEE RICHARD LANDWEHR

Whereas, on April 15, 2019, Trustee Richard E Landwehr completed 53 years of service to the Village of Hartland in various capacities on the Village Board and other bodies of Village government; and

Whereas, Trustee Landwehr was first elected to the Village Board in April 1962 and served more than ten non-consecutive terms as a Village Trustee until being elected Village President in 1985; and

Whereas, after serving as Village President for one term, he returned to the Village Board as a Trustee in April 1988 and proceeded to serve fifteen terms representing the residents of Hartland until his retirement from the Board in April 2019; and

Whereas, during his tenure on the Village Board, Trustee and President Richard E Landwehr served on numerous committees, boards and commissions including the Plan Commission and the Park Board as well as the Delafield- Hartland Water Pollution Control Commission, on which he served for 43 years beginning in 1975; and

Whereas, the Village of Hartland owes a debt of gratitude to this longtime public servant who demonstrated dedication and provided a guiding hand to Hartland's modern history as he fulfilled his role in shaping the countless changes to the community; and

Whereas, under his guidance, the Village of Hartland experienced major growth as its population more than quadrupled in countless new homes in subdivisions ranging from Hilger Farms and Hartridge to Whispering Trails, Four Winds West and the Glen at Overlook Trails; and his efforts on behalf of the Village lead to the development and growth of the retail, industrial and commercial areas that provide jobs and an economic engine for the Village, and;

Whereas, the Village Board for the Village of Hartland issued a proclamation congratulating and thanking Village Trustee Richard Landwehr for his continued dedication and fifty three years of service to the Village of Hartland; and

Whereas, the Village Board of Trustees for the Village of Hartland believe that more should be done to recognize and honor this dedicated public servant.

Now, Therefore, Be It Resolved, by the Village Board of Trustees for the Village of Hartland that the Hartland Municipal Building at 210 Cottonwood Avenue shall henceforth be known as the Richard E. Landwehr Municipal Building.

Be It Further Resolved, that the signage on and within the Building be amended to reflect the new name of that building, which is yet another example of the many enhancements championed by Trustee Landwehr during his long tenure of service.

Dated this 22nd day of April, 2019.

Jeffrey Pfannerstill, Village President

ATTEST:

Darlene Igl, MMC, WCPC, Village Clerk



Office of the City Attorney

City Hall, Suite 206
201 Delafield Street
Waukesha, Wisconsin 53188-3646
Telephone (262) 524-3520
Fax (262) 650-2569
Email attorneys@ci.waukesha.wi.us

Brian E. Running
City Attorney
Miles W.B. Eastman
Assistant City Attorney
Julie M. Gay
Assistant City Attorney
Anne Marie Iselin
Assistant City Attorney
Rebecca L. Pipp
Legal Assistant

April 4, 2019

Attorney Christopher T. Koehnke
Von Briesen & Roper, S.C.
830 State Rd 83
Hartland, WI 53029

Re: *Village of Hartland v. Susan J. Kay*
Citation Nos.: BD600847-2, BD600848-3, BD600849-4

Dear Attorney Koehnke:

I am hereby confirming our recent telephone discussions in which we agreed that the Village of Hartland has retained this office to represent it as prosecutor in the municipal case described below which has been transferred from the Lake Country Municipal Court to the City of Waukesha Municipal Court.

This letter forms the contract pursuant to which we will provide legal services. Please carefully review the terms and conditions of this letter. Your signature is an affirmation you have read, understand and agree to the terms and conditions. As such, if anything in this letter is unclear or is unacceptable to you, please contact me as soon as possible.

1. **Client Representation.** This office's engagement is limited to the representation of the Village of Hartland in the matters described below, specifically:

A. Citation number BD600847-2 charging Defendant, Susan J. Kay, with the offense of Operating While Under the Influence in violation of Village of Hartland's Ordinance # 82-1, adopting Wis.Stat. §346.63(1)(a);

B. Citation number BD600848-3 charging Defendant, Susan J. Kay, with the offense of Operating with PAC (1st) in violation of Village of Hartland's Ordinance # 82-1, adopting Wis.Stat. §346.63(1)(b) and;

C. Citation number BD600849-4 charging Defendant, Susan J. Kay, with the offense of Exceeding Speed Zones, etc. (16-19 mph) in violation of Village of Hartland's Ordinance number 82-1, adopting Wis.Stat. §346.57(5).

2. **Scope of Engagement.** The scope of this engagement is limited to prosecuting the above-described cases before the Waukesha Municipal Court. Such representation is anticipated to include negotiation at pre-trials, the drafting of stipulations and other necessary documents, as well as litigation up to and including trial. In addition, our representation would include all necessary research, the drafting of motions and/or responses and representation at such motion hearings. In addition, the scope of this representation is expressly limited to the matters before the Waukesha Municipal Court. In the event Defendant files an appeal to the Waukesha Circuit Court or, in our considered professional opinion, the Village of Hartland should file an appeal to the Waukesha Circuit Court, we will not represent the Village without a new written agreement but shall timely notify the Village of Hartland of such appeal.

3. **Staffing and Fees.** You have agreed to pay for our services based upon the number of hours we spend working on this matter. I will be the attorney primarily responsible for this matter. The City of Waukesha will be billing for my time at the rate of \$150.00 per hour. As necessary, I may involve other attorneys employed by this office at the above hourly billing rate. The Village of Hartland also agrees to pay for all expenses. These expenses include, but are not limited to fees for expert witnesses, postage and photocopying. Photocopying done in our office will be charged at 20 cents per page for black and white copies and at 50 cents per page for color copies.

4. **Advance.** We will not require an advance for this engagement.

5. **Billing Practices.** The Village shall be billed once the Waukesha Municipal Court renders its judgment, be that by an order approving the stipulation of the parties or by the rendering of a decision after trial. Such invoice is due and payable within sixty (60) days of receipt of such invoice. A 1% per month (12% per year) interest charge may be assessed on any unpaid balance remaining 60 days after the date of any invoice.

6. **Cooperation.** To enable us to represent you effectively, the Village of Hartland agrees to cooperate fully with us in all aspects of the representation. We do not make any promise or guarantee the outcome of these matters. We reserve the right to withdraw as your representative if the Village of Hartland or its representatives do not meet the terms of this agreement.

7. **Conclusion.** Upon the conclusion of these matters, we will return all important original documents or other evidentiary matters to you for your records and will keep copies of the files until the right of appeal has passed.



Attorney Christopher T. Koehnke
April 4, 2019
Page 3

This letter states our entire agreement and supersedes any previous discussions. Please confirm your agreement with the terms and conditions stated above by signing one copy of this letter and returning it to this office. In the event you have any comments or questions regarding the above terms and conditions, please do not hesitate to contact me. We are pleased to have this opportunity to be of service to you.

Sincerely,



Anne M. Iselin
Assistant City Attorney

Agreed to

Village of Hartland

By: _____, 2019



MEMORANDUM

TO: Village Board
FROM: Ryan Bailey, Finance Director
DATE: April 16, 2019



SUBJECT: Group Health Insurance Resolution

As you will recall, the Village of Hartland participates in the State Health plan through the Wisconsin Department of Employee Trust Funds (ETF). The Village has been a member of the health plan for over 15 years. The State Health Plan is a pool of over 370 local employers and consisting of over 35,000 plan participants. The benefits for the Village of Hartland as a member of the State Health Insurance Plan is that we are a part of this large pool of employees so if the Village had a year of high health claims our rates are not affected as much since we are in a large pool. In the past, we have had other insurance companies attempt to provide the Village with quotes for other Health Insurance Pools or standalone plans and those quotes have not come close to what the Village's rates for health insurance are. The majority of municipalities and school districts are in the State Health Insurance Plan because the rates are so competitive and the insurance provided is of high quality.

Staff received notice from ETF that the Village Board needs to update our resolution in which the Village indicates it will continue to participate in the health plan. ETF updated some manuals and other information which made our old resolutions for the health insurance plan null and void. ETF took several documents and combined them into one for ease of reference. Nothing with our plan will be changing. This is simply just an updating of a resolution to be in compliance with the State.

Staff requests that the Village Board adopt this resolution.

**EXISTING EMPLOYER UPDATE RESOLUTION
WISCONSIN PUBLIC EMPLOYERS' GROUP HEALTH INSURANCE PROGRAM**

RESOLVED, by the Village Board of the Village of Hartland
(Governing Body) (Employer Legal Name)

that pursuant to the provisions of Wis. Stat. § 40.51 (7) hereby determines to continue in the Wisconsin Public Employers (WPE) Group Health Insurance program that is offered to eligible personnel through the program of the State of Wisconsin Group Insurance Board (Board), and agrees to abide by the terms of the program as set forth in the *Local Employer Health Insurance Standards, Guidelines and Administration Manual* (ET-1144).

We will continue to participate in the program option in which we are currently enrolled. If we wish to elect a new program option for 2020 we will file a separate resolution to do so.

All participants in the WPE Group Health Insurance program need to be enrolled in a program option. Individual employees cannot choose between program options.

The resolution must be received by the Department of Employee Trust Funds as soon as possible, but no later than October 1, in order to continue participation without lapse. If more time is needed, contact ETF.

The proper officers are herewith authorized and directed to take all actions and make salary deductions for premiums and submit payments required by the Board to provide such Group Health Insurance.

Certification

I hereby certify that the foregoing resolution is a true, correct and complete copy of the resolution duly and regularly passed by the above governing body on the ____ day of _____, year ____ and that said resolution has not been repealed or amended, and is now in full force and effect.

Dated this ____ day of _____, year _____.

I understand that Wis. Stat. § 943.395 provides criminal penalties for knowingly making false or fraudulent statements, and hereby certify that, to the best of my knowledge and belief, the above information is true and correct.

39-6006282
Federal tax identification number (FEIN/TIN)

Authorized employer representative signature

69-036-0228-000
ETF employer identification number

Authorized employer representative printed name

Number of eligible employees 60

Authorized representative title

Waukesha
Employer county

210 Cottonwood Ave

ryanb@villageofhartland.com
Employer benefit contact email address

Hartland, WI 53029
Mailing address

Submit completed form to ETF at ETF SMBESSNewEmployer@etf.wi.gov
or fax to 608-267-4549.



Employer *Bulletin*

Employer Communication Center 608-266-3285

Toll free: 1-877-533-5020

etf.wi.gov

Action Required: New Employer Resolution Must be Submitted by October 1, 2019

The Department of Employee Trust Funds is pleased to inform you that your local employer health insurance reference tool, the local employer manual, has been fully updated and improved. It has been renamed and can be found as the [Local Employer Health Insurance Standards, Guidelines and Administration Manual \(ET-1144\)](#).

1. This change requires action on your part. In creating one document for ease of reference, ETF moved (but did not change) applicable contract provisions from the contract between the Group Insurance Board and the participating health insurance providers into this updated employer manual. This means that the resolution your governing body signed to participate in the Wisconsin Public Employers group health insurance program (WPE-GHIP) is no longer correct, since that resolution states that your board agrees to abide by the terms of the health insurance provider contract, not this updated employer manual.

All participating municipalities will need to file the [updated resolution \(ET-1169\)](#), which is also attached, to continue participating in the WPE-GHIP. **ETF asks that this be acted upon during your next available governing board meeting. To assist you in this, ETF has attached a letter that you may share with your board to explain the change.**

The new resolution must be submitted to ETF as soon as possible and no later than October 1, 2019 to continue in the WPE-GHIP. If you need more time, please contact ETF.

2. The reasons for this change are:
 - **Administrative ease.** Previously, employers had to refer to many documents, for example Employer Bulletins and the health insurance contract, to answer questions. Now all that information can be found in the Employer Manual to make searches easier for you.
 - **Updated content.** The former employer manual was out-of-date in many areas, including certain "how to" descriptions, and references to Long Term Disability Insurance (LTDI) and Domestic Partner information.
 - **Reorganized information.** When talking through the former manual it was difficult at times to make sure everyone was referring to the same location for information. ETF has re-numbered and slightly reorganized information to make such discussions easier.
 - For the future, ETF plans to adjust the manual to use more plan language.

If you have questions or comments about this bulletin, please contact ETF at ETFSMBEmployerInsurance@etf.wi.gov or call us at 1-877-533-5020 select option 2 (local Madison area).

Letter available on the next page.

The Department of Employee Trust Funds does not discriminate on the basis of disability in the provision of programs, services or employment. If you are speech or hearing impaired and need assistance, call the Wisconsin Relay Service toll free at 7-1-1 or 1-800-947-3529 (English) 1-800-833-7813 (Español). If you are visually or cognitively impaired, call 1-877-533-5020 or 608-266-3285 locally. We will try to find another way to get the information to you in a usable form.

This *Employer Bulletin* is published by the Wisconsin Department of Employee Trust Funds. Questions should be directed to contact persons listed in the *Bulletin*. Employer agents may copy this *Bulletin* for further distribution to other payroll offices, subunits or individuals who may need the information. Copies of the most recent *Employer Bulletins* are available on our Internet site at etf.wi.gov/employers.htm

Wisconsin Department of Employee Trust Funds
P.O. Box 7931
Madison, WI 53707-7931
etf.wi.gov



STATE OF WISCONSIN
Department of Employee Trust Funds
Robert J. Conlin
SECRETARY

Wisconsin Department
of Employee Trust Funds
PO Box 7931
Madison WI 53707-7931
1-877-533-5020 (toll free)
Fax 608-267-4549
etf.wi.gov

March 15, 2019

To whom it may concern,

The Department of Employee Trust Funds is writing to inform you of a change that requires you, the governing body of your municipality (Board), to sign and submit an updated resolution to participate in the Wisconsin Public Employers group health insurance program (WPE-GHIP). This will not change the WPE-GHIP that is offered to your employees and retirees. **Please sign and return the attached resolution as soon as possible and no later than October 1, 2019 to continue participation in the WPE-GHIP.**

The reasons for the need of this new resolution are as follows:

1. ETF has created one reference source for the WPE-GHIP. Previously, information was provided in a variety of publications such as: the *Local Health Insurance Employer Administration Manual* (ET-1144), the contract between the Group Insurance Board and the participating health insurance providers (ET-1136) and several employer bulletins. These resources are now combined into the *Local Employer Health Insurance Standards, Guidelines and Administration Manual* (ET-1144).
2. The original resolution the Board signed stated that the Board agreed to abide by the terms of the program set forth in the contract between the Group Insurance Board and the participating health insurance providers. With the movement of those contract provisions to this new employer manual (ET-1144), that resolution is no longer accurate.

Contract provisions that were moved into this employer manual were not materially changed. Signing this agreement does not bind the Board into any new or substantially revised provisions that haven't already been communicated or implemented. The change was motivated by ETF's strategic initiative to provide an improved experience for administrative staff.

If you have questions or comments, please contact ETF at ETFSMBEmployerInsurance@etf.wi.gov or 1-877-533-5020 select option 2 (toll free) or 1-608-266-3285 select option 2 (local Madison area).

Sincerely,

The Department of Employee Trust Funds
Attachment: Resolution ET-1169

2019 BUDGET CALENDAR FOR 2020 BUDGET

| | | |
|--------------|---------------|--|
| <i>Fri</i> | <i>Jul 19</i> | <i>Budget Books Distributed to Dept Heads {Develop Revenue Projections}</i> |
| <i>Mon</i> | <i>Jul 22</i> | <i>Capital Improvements Discussion with Village Board (5 PM Start Time)</i> |
| <i>Wed</i> | <i>Aug 7</i> | <i>Departmental Budgets including budget narratives are returned to Finance Director {Budgets may be turned in before the 7th if completed earlier.}</i> |
| <i>Mon</i> | <i>Aug 12</i> | <i>Budget Reviews all this Week with Department Heads</i> |
| <i>Mon</i> | <i>Sep 9</i> | <i>Distribute Budget Books to Board Members during this week</i> |
| <i>Wed</i> | <i>Sep 18</i> | <i>Village Board - Budget Workshop (Police, Fire Department and Public Works, 5:00 PM Start Time)</i> |
| <i>Thur</i> | <i>Sep 19</i> | <i>Village Board - Budget Workshop (All Remaining Departments and Funds, 5:00 PM Start Time)</i> |
| <i>Mon</i> | <i>Sep 23</i> | <i>Send Budget Summary to Local Newspapers</i> |
| <i>Thurs</i> | <i>Oct 3</i> | <i>Publish Proposed Budget</i> |
| <i>Mon</i> | <i>Oct 28</i> | <i>Village Board - Budget Meeting Budget Public Hearing</i> |
| <i>Mon</i> | <i>Nov 11</i> | <i>Village Board - Budget Meeting Motion to Approve 2019 Budget</i> |

