

**VILLAGE BOARD AGENDA**  
**MONDAY, SEPTEMBER 28, 2020**  
**6:30 PM**  
**BOARD ROOM, MUNICIPAL BUILDING, 210 COTTONWOOD AVENUE**

Call to Order  
Roll Call

Pledge of Allegiance – Trustee Conner

Public Comments: Please be advised the Village Board will receive comments from the public related to any item(s) on the agenda for a three minute time period per person, with time extensions per the Village President's discretion.

1. Consideration of a motion to approve Village Board minutes of September 14, 2020.
2. Consideration of a motion to approve vouchers for payment.
3. Consideration of actions related to Licenses and Permits.
  - a. Consideration of a motion to approve Operator's (Bartender) License
  - b. Consideration of a motion to approve an application for a Restricted Species Permit
  - c. Consideration of a motion to approve a Street Use Permit
4. Consideration of a motion to approve Contractor's Application for Payment No. 1 in the amount of \$198,963.75 to Soper Grading & Excavating LLC for the E. Industrial Drive and Progress Drive Bioretention Project.
5. Consideration of a motion to approve Contractor's Application for Payment No. 1 (final) in the amount of \$30,393.60 to Struck & Irwin Paving, Inc. for the 2020 Slurry Seal Program.
6. Discussion and consideration of a conceptual site plan for the Sandhill East Multi-Family development (Siepmann Realty Corporation) located east of CTH KE and north of CTH K.
7. Discussion and possible consideration of the sale or donation of a surplus vehicle to Arrowhead High School.
8. Discussion and consideration of revised plans for remodeling the Village Board room by BSI Project Team.
9. 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

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following individuals may provide announcements: Village President or individual Village Board members or Village Administrator or other Village Staff members.

10. Adjournment.

Tim Rhode, 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.

Individuals attending public meetings in person will be required to **maintain appropriate social distancing**, (i.e., maintain a 6-foot distance) and be **free of symptoms** related to COVID-19.

To participate via Zoom in the Village of Hartland Board meeting, please dial 1 (312) 626-6799. The Meeting ID is 876 7367 9843. Or participate online:

<https://us02web.zoom.us/j/87673679843?pwd=ZjdkZ2JHZDJGT2FUZEZmVFIVOUi5UT09>

**VILLAGE BOARD MINUTES**  
**MONDAY, SEPTEMBER 14, 2020**  
**6:30 PM**  
**BOARD ROOM, MUNICIPAL BUILDING, 210 COTTONWOOD AVENUE**

Call to Order  
Roll Call

Present: Trustees Anson, Dorau, Meyers, Wallschlager, Ludtke, Conner, President Pfannerstill

Others Present: Administrator Rhode, Finance Director Bailey, Clerk Igl, Police Chief Misko, Operations Supervisor Gerszewski, Utility Operations Supervisor Felkner, Brett Heikkila (BSI). Bob Rosch and Laura Myrah (AHS), Craig Eisenhut, residents of the Hartland Meadows Subdivision.

Pledge of Allegiance – Trustee Anson

Public Comments: Please be advised the Village Board will receive comments from the public related to any item(s) on the agenda for a three minute time period per person, with time extensions per the Village President's discretion. None received.

1. Consideration of a motion to approve Village Board minutes of August 24, 2020.

Motion (Meyers/Dorau) to approve the Village Board minutes of August 24, 2020 with the addition of comments related to the expense and security of adding windows in the proposed Village Board room project. Carried (7-0).

2. Motion (Wallschlager/Ludtke) to approve vouchers for payment in the amount of \$1,493,795.64. Carried (7-0).
3. Consideration of actions related to Licenses and Permits.
  - a. Motion (Dorau/Wallschlager) to approve an Operator's (Bartender) License. Carried (7-0).
4. Consideration of a motion to approve contracts for the Bark River Park pedestrian bridge replacement with Wheeler Lumber in the amount of \$33,250 and Ford Construction in the amount of \$12,975.

Operations Supervisor Gerszewski stated that this replaces the current metal bridge with a wood deck bridge. He stated that the bridge had been repaired 4-5 years ago but that now the structural engineer recommends replacement. The only change to the bridge will be the railing height to meet the code. Motion (Dorau/Anson) to approve contracts for the Bark River Park pedestrian bridge replacement with Wheeler Lumber in the amount of \$33,250 and Ford Construction in the amount of \$12,975. Carried (7-0). Trustee Ludtke clarified that this is the

third bridge of four that we are working on. Gerszewski stated that Hartbrook Park is only bridge awaiting replacement, however, it was redocked to extend its' life.

5. Consideration of a motion to approve Change Order 2 for a decrease of \$140,408.96 and Contractor's Application for Payment No. 4 (final) in the amount of \$30,9953.12 to Payne & Dolan, Inc. for the 2019 Paving and Utilities Program.

Motion (Meyers/Ludtke) to approve Change Order 2 for a decrease of \$140,408.96 and Contractor's Application for Payment No. 4 (final) in the amount of \$30,9953.12 to Payne & Dolan, Inc. for the 2019 Paving and Utilities Program. Carried (7-0).

6. Consideration of a motion to approve Contractor's Application for Payment No. 1 in the amount of \$388,615.55 to Wolf Paving Co., Inc. for the 2020 Paving Program.

Motion (Anson/Conner) to approve Contractor's Application for Payment No. 1 in the amount of \$388,615.55 to Wolf Paving Co., Inc. for the 2020 Paving Program. Carried (7-0). Trustee Anson commented that he felt the contractor did an outstanding job.

7. Consideration of a motion to approve Change Order 2 for an increase of \$4,200.70 and Contractor's Application for Payment No. 6 in the amount of \$394,287.95 to Musson Brothers, Inc. for the Sunnyslope Drive Utility Improvements.

Utility Operations Supervisor Felkner stated that the change order was due to a lateral which was 8" rather than 6" as well as a sewer lateral offset as the contract hit it and had to repair it. The payment is for work completed. The project is at the grading stage with curb to be poured next week. Motion (Meyers/Wallschlager) to approve Change Order 2 for an increase of \$4,200.70 and Contractor's Application for Payment No. 6 in the amount of \$394,287.95 to Musson Brothers, Inc. for the Sunnyslope Drive Utility Improvements. Carried (7-0).

8. Consideration of a motion to approve a contract with Energenecs in the amount of \$27,900 for the Woodland Court Lift Station Control Panel project.

Utility Operations Supervisor Felkner stated that this project was budgeted and sent out for proposals. This project will rebuild the control units and panel that control the lift station. He stated that Ruckert & Mielke as well as Village staff recommend award to Energenecs. Motion (Anson/Conner) to approve a contract with Energenecs in the amount of \$27,900 for the Woodland Court Lift Station Control Panel project. Carried (7-0). Trustee Wallschlager asked whether this company has done work for us. Felkner stated that several municipalities in the area use them.

9. Waukesha County/Village of Hartland Recycling Update.

Operations Supervisor Gerszewski stated that Waukesha County will stop supporting the recycling receptacles at the DPW yard as of Jan. 1, 2021. He stated that last year they stopped subsidizing personnel for the site and cancelled the dividend that the Village had been receiving. He stated that there are three bins at the yard for recycling (plastic, paper, cardboard) as well as barrels for oil and antifreeze. He stated that staff is looking for direction from the board. Staff

recommended considering closing the site to non-residents, reducing the hours and/or eliminating recycling at the site.

Trustee Meyers asked why we provide this service as residents get recycling picked up at their homes. Administrator Rhode explained that the site is often the only way to get rid of larger volumes of cardboard as the service only takes it if it is in the bin, not stacked next to the bin. It was stated that the oil and anti-freeze collection is a really good service option for residents. Continuing operation of the yardwaste site was also discussed.

Operations Supervisor Gerszewski stated that staff is looking to identify costs for items collection and will present information for further discussion later in the budget process. The consensus of the board was to close to Waukesha County residents and only allow Village residents to use the site. Trustee Ludtke commented that before the Village advertises a change, the Village should have more options of what we are going to do. It was decided that the item would be placed on the October 12 Village Board agenda for further consideration.

10. Consideration of a Petition for Direct Annexation from Arrowhead Union High School.

Bob Rosch, President of the AHS School Board, was present to propose a partnership that he felt would be beneficial to both the Village and AHS. The school is asking the Village to annex all of their property including the main campus and the 42 acre farm north of Hwy K. He stated that AHS will pursue sale of the farmland for development contingent on school board approval of a selling price. It was discussed that the village would provide all services. He stated that a developer would have to run appropriate utility lines and install turn lane improvements that may be required by Waukesha County. AHS would also negotiate a contract with the Village for a school resource officer.

Secondly, AHS is interested in moving forward with building the connector road on the land that was set aside for this purpose. The AHS school board believes now is the time to get the road built with a 50/50 cost sharing. It was stated that AHS has paid for the plans for the road to be called Warhawk Way. The road would be maintained by the Village and added to the road replacement cycle with AHS covering 50% of the cost.

Rosch stated that AHS has a job description for the position of School Resource Officer. He stated that the position focuses on safety, emergency drills, education with staff, instructing in class and traffic enforcement. He stated that the SRO deals in-house with violations of the law that occur and provides a presence for big events at AHS. Having a dedicated officer for the school plays an important role in addressing items on social media that are perceived as a threat as the officer is alerted and deals with students/parents in these matters.

President Pfannerstill commented that an SRO is more than a police officer as they create relationships with the students and are a great asset. It was stated that the AHS contract with the Sheriff's Department run through the 2020/2021 school year. Trustee Meyers asked whether one SRO was adequate for the roughly 2,100 students. School officials stated that the majority of the job is proactive with a small percentage of the students causing the majority of the issues. It was stated that a benefit of having a Hartland officers as the SRO is that they have others officers from the department within a three minute response time.

Trustee Ludtke asked whether AHS has a deadline date. Rosch responded that the board's goal is getting the land annexed before the end of the year if possible. Trustee Ludtke asked why the school is still sitting on the property. Superintendent Myrah stated that the property was appraised three years ago and that until recently AHS would have had to see for a less.

AHS officials were asked to work with Administrator Rhode on moving the proposals forward.

11. Discussion and consideration of a conceptual site plan for development of the Hammer property, Tax Key HAV0428 959 002.

Craig Eisenhut proposed the concept of splitting the property at 112 Lisbon Ave. lot 2 which connects to Hartland Meadows Subdivision into four lots. He stated that he had talked with Building Inspector Scott Hussinger about the proposal as this would be an item that would go to the Plan Commission for review and then come to the Village Board upon recommendation by the Plan Commission. Eisenhut stated that he has been working with the homeowner's association so that the houses will fit with the community but he wants to build something that would be more affordable. It was stated that a grading plan would need to be provided to make sure drainage isn't going into neighbor's yards.

Motion (Ludtke/Conner) to send the item to the Plan Commission for consideration and recommendation. Carried (7-0).

Gary Strohmbeck, 305 Badger Drive, stated that a similar proposal had been turned down in 2018 and asked what would be different now. Zoning for the property was confirmed as RS-1. It was stated that this item will be on the October Plan Commission agenda so that neighbors receive property notice of the meeting.

12. Consideration of a motion to accept proposals from Grounds Keepers for the 2020 Street Tree and Subdivision Tree Planting in the total amount of \$50,493.38.

Operations Supervisor Gerszewski stated that this is an annual program that was budgeted at the same level as last year to replace damaged or diseased trees. He stated that the funds for the subdivision trees are provided by a developer at the time of permit issue with the money being set aside for tree planting. President Pfannerstill stated that last year there were serious problems with trees on Southern Oak Drive which led to damage in excess of \$10,000.

Operations Supervisor Gerszewski stated that property owners were sent a letter stating that they could opt out of having a tree planted or could request a specific species of tree. He stated that a second letter will be sent out once the contract is approved that will notify them of the planting date and asking property owners to mark sprinkler systems and dog fences. It was stated that the street tree listing was formed based on where trees were removed. President Pfannerstill stated that he would be more comfortable if the homeowner is asked to acknowledge that a tree is going in (opt in).

Gerszewski stated that the number of ash trees being removed has decreased so the expense will be coming down dramatically. Trustee Ludtke asked whether the process has been started. Gerszewski responded that he began the process weeks ago and has received several responses

from residents. Trustee Conner asked whether a second letter could be sent to residents asking that they confirm that they want the tree planted. Gerszewski differentiated between the subdivision trees which relate to Plan Commission approvals and street trees.

Motion (Ludtke/Dorau) to accept proposals from Grounds Keepers for the 2020 Street Tree and Subdivision Tree Planting in the total amount of \$50,493.38. Carried (7-0).

Trustee Conner asked what the latest time is that planting can occur. Gerszewski stated that November is the latest but he moved up planting to get better pricing this year. There was discussion related to the prices of the subdivision trees. Gerszewski stated that he can remove higher priced trees from next year's planting list.

13. Consideration of a motion to approve a General Construction Agreement with Building Service Inc. for the Administration Lobby remodel project in the amount of \$21,628.

Brett Heikkila, BSI, stated that the contract includes a superintendent to work onsite and monitor subcontractors. He stated that BSI will work with Village staff to get bids. It was noted that the Village Board packet posted on the website did not include the amended agenda, however, the Village Board agenda posted was the correct version and it was confirmed that the amended agenda was posted in a timely manner as required. Motion (Ludtke/Conner) to move the item forward. Carried (7-0).

Administrator Rhode stated that the project was eligible for COVID relief funds but needs to be completed in November. He stated that staff moved quickly with BSI to get a contract in place. Heikkila stated that BSI feels they can meet the timeframe requirements for the project.

Trustee Ludtke asked whether staff is certain that all of the funds that we believe the Village is eligible for are being released for COVID expenses. Administrator Rhode stated that we believe so as there are specific guidelines addressing improvements that are for COVID safety reasons. He stated that many municipalities are doing similar projects and expect to request funding. Motion (Conner/Ludtke) to approve a General Construction Agreement with Building Service Inc. for the Administration Lobby remodel project in the amount of \$21,628. Carried (7-0).

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

Utility Operations Supervisor Felkner stated that the Bristlecone water tower is empty and will be painted starting Wednesday. He stated that the fire department and local departments were notified in the event they would need a large volume of water.

Police Chief Misko stated that a defend the police rally is scheduled for Friday and that the department welcomes the support. He stated that a counter protest group has formed which is being monitored and that the department is prepared if anything were to happen. Trustee

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Conner thanked the Police Department, stating that he had gone on a ride along with Captain Kelsey, encouraged others to do the same and stated that it gave him a new perspective and respect for the department.

Trustee Ludtke thanked the fire department for placing the flag in the Sendik's plaza in remembrance of 9/11 stating that it was remarkable and thanked the staff that volunteered.

Administrator Rhode reminded all that budget meetings were scheduled for Wed., Sept. 16 and Thurs., Sept. 17.

Residents were reminded of the upcoming in-person absentee voting hours.

15. Adjournment.

Motion (Dorau/Ludtke) to adjourn at 8:16 p.m.

Respectfully submitted,

Darlene Igl  
Village Clerk

TO: Village President & Board of Trustees

FROM: Kinsey Detert, Fiscal Clerk

DATE: September 23, 2020

RE: Voucher List

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Attached is the voucher list for the September 28, 2020 Village Board meeting.

September 28, 2020 Checks: \$ 561,160.14

Total amount to be approved: \$ 561,160.14

**VILLAGE OF HARTLAND**  
**VOUCHER LIST - SEPTEMBER 28, 2020**

Account Descr	Search Name	Comments	Amount
EXPENSE Descr			
G 101-23170 PERFORMACE BOND DEPOSITS(OCC)	CHARLES AND MARGA CYBRY	OCC/426 PARK CT	\$1,500.00
G 204-23400 DEPOSITS DUE TO DEL-HART	DELAFIELD-HARTLAND WATER	SEPT DUES	\$18,348.00
G 101-23000 SPECIAL DEPOSITS	LAKE CTRY CHIEFS	CENTENNIAL FIELD DEPOSIT OVERPAYMENT	\$300.00
R 101-46730 RECREATION CLASSES	PAULSEN, HOLLY	ART STUDIO	\$80.00
G 101-23000 SPECIAL DEPOSITS	PFANNERSTILL, JEFFREY L	DEPOSIT/FAC	\$200.00
G 403-31891 PARADISE TRAILS	RUEKERT & MIELKE	DEVELOPMENT REVIEW	\$4,406.00
G 403-31753 ST CHARLES EXPANSION	RUEKERT & MIELKE	SITE PLAN REVIEW	\$676.00
G 403-31842 SENDIKS	RUEKERT & MIELKE	STORM SEWER CONSTRUCTION	\$84.50
G 403-31862 GLEN AT OVERLOOK TRAILS	RUEKERT & MIELKE	EROSION CONTROL INSPECTIONS	\$383.85
G 403-31890 LAKE CTRY LUTH HS DEV	RUEKERT & MIELKE	PLAN REVIEW	\$5,552.50
G 403-31890 LAKE CTRY LUTH HS DEV	VON BRIESEN & ROPER	LEGAL SERVICES	\$4,469.00
G 403-31891 PARADISE TRAILS	VON BRIESEN & ROPER	LEGAL SERVICES	\$2,378.00
G 801-12105 PREPAID PROPERTY TAXES	WAUKESHA CTY TREASURER (515)	XES/225 WILLOW DRIVE	\$1,000.00
EXPENSE Descr			<u>\$39,377.85</u>
EXPENSE Descr AMBULANCE			
E 101-52300-300 OPERATING SUPPLIES/EXPENSES	AIRGAS USA LLC	OXYGEN	\$270.87
E 101-52300-300 OPERATING SUPPLIES/EXPENSES	EMERGENCY MEDICAL PRODUCTS	EMS SUPPLIES	\$292.67
E 101-52300-290 OUTSIDE SERVICES/CONTRACTS	ONTECH SYSTEMS, INC	ONSITE HOURS	\$30.00
E 101-52300-300 OPERATING SUPPLIES/EXPENSES	U.S. CELLULAR	SEPT-OCT SERVICE	\$78.61
EXPENSE Descr AMBULANCE			<u>\$672.15</u>
EXPENSE Descr CAMERON CIRCLE			
E 401-70140-290 OUTSIDE SERVICES/CONTRACTS	RUEKERT & MIELKE	CONSTRUCTION REVIEW/ADMIN	\$5,893.29
EXPENSE Descr CAMERON CIRCLE			<u>\$5,893.29</u>
EXPENSE Descr CHESHAM COURT			
E 401-70135-290 OUTSIDE SERVICES/CONTRACTS	RUEKERT & MIELKE	CONSTRUCTION REVIEW/ADMIN	\$5,893.30
EXPENSE Descr CHESHAM COURT			<u>\$5,893.30</u>
EXPENSE Descr CORPORATE RESERVE EXPENSES			
E 402-59900-870 SEWER UTILITY EXPENSE	SABEL MECHANICAL	PUMP REBUILD	\$2,889.37
EXPENSE Descr CORPORATE RESERVE EXPENSES			<u>\$2,889.37</u>
EXPENSE Descr COVENTRY TOWER DRIVEWAY			
E 401-79270-290 OUTSIDE SERVICES/CONTRACTS	RUEKERT & MIELKE	COVENTRY TOWER DRIVEWAY DESIGN/CONSTRUCTIO	\$2,518.94
EXPENSE Descr COVENTRY TOWER DRIVEWAY			<u>\$2,518.94</u>
EXPENSE Descr ELECTIONS			
E 101-51440-300 OPERATING SUPPLIES/EXPENSES	FOX BROS PIGGLY WIGGLY	ELECTION FOOD	\$15.98

Account Descr	Search Name	Comments	Amount
EXPENSE Descr ELECTIONS			\$15.98
EXPENSE Descr ENVIRONMENTAL SERVICES			
E 101-53635-450 YARDWASTE	RENEWABLE FOREST PRODUCTS INC	GRIND BRUSH	\$4,200.00
EXPENSE Descr ENVIRONMENTAL SERVICES			\$4,200.00
EXPENSE Descr FINANCIAL ADMINISTRATION			
E 101-51500-290 OUTSIDE SERVICES/CONTRACTS	DIVERSIFIED BENEFIT SERVICES	SEPT FSA ADMN SERVICES	\$95.88
E 101-51500-290 OUTSIDE SERVICES/CONTRACTS	ONTECH SYSTEMS, INC	ONSITE HOURS	\$217.70
E 101-51500-510 INSURANCES	R&R INSURANCE SERVICES INC	WORKERS COMP RENEWAL	\$36,616.00
E 101-51500-510 INSURANCES	R&R INSURANCE SERVICES INC	LWMMI PACKAGE	\$48,614.00
EXPENSE Descr FINANCIAL ADMINISTRATION			\$85,543.58
EXPENSE Descr FIRE PROTECTION			
E 101-52200-290 OUTSIDE SERVICES/CONTRACTS	ONTECH SYSTEMS, INC	ONSITE HOURS	\$30.00
E 101-52200-220 UTILITY SERVICES	U.S. CELLULAR	SEPT-OCT SERVICE	\$78.61
E 101-52200-300 OPERATING SUPPLIES/EXPENSES	XEROX CORPORATION	JULY-AUG COPIER	\$56.92
EXPENSE Descr FIRE PROTECTION			\$165.53
EXPENSE Descr GENERAL ADMINISTRATION			
E 101-51400-395 COMMUNITY RELATIONS	FOX COMPANY, INC	FALL NEWSLETTER	\$2,511.84
E 101-51400-290 OUTSIDE SERVICES/CONTRACTS	ONTECH SYSTEMS, INC	ONSITE HOURS	\$150.00
E 101-51400-210 LEGAL SERVICES	VON BRIESEN & ROPER	LEGAL SERVICES	\$3,088.40
E 101-51400-210 LEGAL SERVICES	VON BRIESEN & ROPER	LEGAL SERVICES	\$1,209.50
E 101-51400-210 LEGAL SERVICES	VON BRIESEN & ROPER	LEGAL SERVICES	\$123.00
EXPENSE Descr GENERAL ADMINISTRATION			\$7,082.74
EXPENSE Descr GRANARY CIRCLE			
E 401-70525-290 OUTSIDE SERVICES/CONTRACTS	RUEKERT & MIELKE	SLURRY SEALING BIDDING	\$478.67
E 401-70525-285 CONSTRUCTION COSTS	STRUCK & IRWIN PAVING INC	2020 SLURRY SEAL PROGRAM	\$20,604.80
EXPENSE Descr GRANARY CIRCLE			\$21,083.47
EXPENSE Descr HARVEST WAY			
E 401-70530-290 OUTSIDE SERVICES/CONTRACTS	RUEKERT & MIELKE	SLURRY SEALING BIDDING	\$478.67
E 401-70530-285 CONSTRUCTION COSTS	STRUCK & IRWIN PAVING INC	2020 SLURRY SEAL PROGRAM	\$4,992.00
EXPENSE Descr HARVEST WAY			\$5,470.67
EXPENSE Descr INDUSTRIAL/PROGRESS BIO-STORM			
E 401-74105-290 OUTSIDE SERVICES/CONTRACTS	RUEKERT & MIELKE	CONSTRUCTION REVIEW/ADMIN	\$4,038.58
EXPENSE Descr INDUSTRIAL/PROGRESS BIO-STORM			\$4,038.58
EXPENSE Descr INSPECTION			
E 101-52400-290 OUTSIDE SERVICES/CONTRACTS	WISCONSIN BUILDING INSPECTIONS	AUG PERMITS	\$19,848.65
EXPENSE Descr INSPECTION			\$19,848.65

Account Descr	Search Name	Comments	Amount
EXPENSE Descr LAW ENFORCEMENT			
E 101-52100-290 OUTSIDE SERVICES/CONTRACTS	CENTRAL 1 SECURITY	SERVICE TO FIND CAMERA FOOTAGE	\$110.00
E 101-52100-300 OPERATING SUPPLIES/EXPENSES	EXECU PRINT	STICKERS	\$110.00
E 101-52100-300 OPERATING SUPPLIES/EXPENSES	HAAG, DEAN	REIMBURSE CLOTHING ALLOWANCE	\$92.58
E 101-52100-360 VEHICLE MAINT/EXPENSE	HARTLAND SERVICE INC	TIRE SERVICE	\$31.50
E 101-52100-360 VEHICLE MAINT/EXPENSE	HARTLAND SERVICE INC	SQ #8 OIL CHANGE	\$41.40
E 101-52100-290 OUTSIDE SERVICES/CONTRACTS	LEXISNEXIS	AUG USER FEE	\$144.00
E 101-52100-300 OPERATING SUPPLIES/EXPENSES	OFFICE PRO INC	OFFICE SUPPLIES	\$159.47
E 101-52100-290 OUTSIDE SERVICES/CONTRACTS	ONTECH SYSTEMS, INC	ONSITE HOURS	\$300.00
E 101-52100-360 VEHICLE MAINT/EXPENSE	POMP S TIRE SERVICE INC	ALL WEATHER TIRES/WINTER TIRES	\$1,524.00
E 101-52100-360 VEHICLE MAINT/EXPENSE	POMP S TIRE SERVICE INC	TIRES	\$278.00
E 101-52100-360 VEHICLE MAINT/EXPENSE	POMP S TIRE SERVICE INC	CREDIT	-\$300.00
E 101-52100-290 OUTSIDE SERVICES/CONTRACTS	WAUKESHA CTY TREASURER (515)	AUG PRISONER HOUSING	\$17.45
EXPENSE Descr LAW ENFORCEMENT			\$2,508.40
EXPENSE Descr LIBRARY			
E 101-55110-255 BLDGS/GROUNDS	AUTOMATIC ENTRANCES	ON SITE LABOR	\$1,667.79
E 101-55110-310 BOOKS & MATERIALS	GALE/CENGAGE LEARNING	AUDIOBOOKS	\$123.78
E 101-55110-310 BOOKS & MATERIALS	GALE/CENGAGE LEARNING	AUDIOBOOKS	\$45.92
E 101-55110-325 PERIODICALS	MILWAUKEE JOURNAL SENTINEL	ANNUAL SUBSCRIPTION	\$662.06
E 101-55110-300 OPERATING SUPPLIES/EXPENSES	OFFICE PRO INC	CREDIT	-\$65.58
E 101-55110-290 OUTSIDE SERVICES/CONTRACTS	ONTECH SYSTEMS, INC	ONSITE HOURS	\$90.00
E 101-55110-310 BOOKS & MATERIALS	PENGUIN RANDOM HOUSE LLC	AUDIOBOOK	\$23.25
E 101-55110-310 BOOKS & MATERIALS	PENGUIN RANDOM HOUSE LLC	AUDIOBOOKS	\$52.50
E 101-55110-310 BOOKS & MATERIALS	PENGUIN RANDOM HOUSE LLC	CREDIT	-\$30.00
E 101-55110-310 BOOKS & MATERIALS	PENGUIN RANDOM HOUSE LLC	AUDIOBOOK	\$30.00
E 101-55110-355 JANITORIAL SUPPLIES	QUILL CORPORATION	CLOROX WIPES	\$11.58
E 101-55110-300 OPERATING SUPPLIES/EXPENSES	QUILL CORPORATION	KLEENEX	\$28.99
E 101-55110-290 OUTSIDE SERVICES/CONTRACTS	RICOH AMERICAS CORP	OCT COPIER	\$73.17
E 101-55110-220 UTILITY SERVICES	WE ENERGIES	AUG-SEPT ELECTRIC	\$1,764.61
E 101-55110-220 UTILITY SERVICES	WE ENERGIES	AUG-SEPT GAS SERVICE	\$1.41
E 101-55110-255 BLDGS/GROUNDS	WIL-KIL	COMMERCIAL CONTRACT	\$50.00
EXPENSE Descr LIBRARY			\$4,529.48
EXPENSE Descr MARKET LANE			
E 401-70535-290 OUTSIDE SERVICES/CONTRACTS	RUEKERT & MIELKE	SLURRY SEALING BIDDING	\$478.66
E 401-70535-285 CONSTRUCTION COSTS	STRUCK & IRWIN PAVING INC	2020 SLURRY SEAL PROGRAM	\$4,796.80
EXPENSE Descr MARKET LANE			\$5,275.46
EXPENSE Descr MISC STORM SEWER REPAIR			
E 401-74010-290 OUTSIDE SERVICES/CONTRACTS	RUEKERT & MIELKE	MISC STORM SEWER REPAIR	\$8,541.75
EXPENSE Descr MISC STORM SEWER REPAIR			\$8,541.75

Account Descr	Search Name	Comments	Amount
EXPENSE Descr MUNICIPAL BUILDING			
E 101-51600-290 OUTSIDE SERVICES/CONTRACTS	ALSCO	FLOOR MAT SERVICE	\$137.05
E 101-51600-290 OUTSIDE SERVICES/CONTRACTS	ALSCO	FLOOR MAT SERVICE	\$137.05
E 101-51600-220 UTILITY SERVICES	WE ENERGIES	AUG-SEPT ELECTRIC	\$1,492.87
EXPENSE Descr MUNICIPAL BUILDING			\$1,766.97
EXPENSE Descr PARKS			
E 101-55200-370 ATHLETIC FACILITY MAINTENANCE	FRONTIER FS MAPLETON	FERTILIZE FIELD/CENTENNIAL	\$336.54
EXPENSE Descr PARKS			\$336.54
EXPENSE Descr PUBLIC WORKS			
E 101-53000-180 OTHER BENEFITS	ARK, KEVIN	REIMBURSE CLOTHING ALLOWANCE	\$145.94
E 101-53000-360 VEHICLE MAINT/EXPENSE	BUMPER TO BUMPER HARTLAND	FILTERS	\$225.19
E 101-53000-360 VEHICLE MAINT/EXPENSE	BUMPER TO BUMPER HARTLAND	FILTERS	\$225.49
E 101-53000-360 VEHICLE MAINT/EXPENSE	BUMPER TO BUMPER HARTLAND	FILTERS	\$227.62
E 101-53000-360 VEHICLE MAINT/EXPENSE	BUMPER TO BUMPER HARTLAND	OIL FILTER/CLEANER	\$41.06
E 101-53000-360 VEHICLE MAINT/EXPENSE	BUMPER TO BUMPER HARTLAND	PAINT/BOLTS	\$263.87
E 101-53000-360 VEHICLE MAINT/EXPENSE	E.H. WOLF	DIESEL FUEL	\$287.91
E 101-53000-360 VEHICLE MAINT/EXPENSE	E.H. WOLF	DIESEL FUEL	\$447.56
E 101-53000-360 VEHICLE MAINT/EXPENSE	E.H. WOLF	UNLEADED GASOLINE	\$1,048.89
E 101-53000-180 OTHER BENEFITS	ELFTMAN, CLAY	REIMBURSE CLOTHING ALLOWANCE	\$115.48
E 101-53000-365 BLDGS/GROUNDS MAINT EXPENSE	FLEMINGS FIRE 1, INC.	FIRE EXTINGUISHER	\$165.50
E 101-53000-180 OTHER BENEFITS	ITU ABSORBTECH INC	UNIFORMS	\$117.63
E 101-53000-180 OTHER BENEFITS	ITU ABSORBTECH INC	UNIFORMS	\$91.18
E 101-53000-360 VEHICLE MAINT/EXPENSE	KIMBALL MIDWEST	DISP/TAPES	\$110.61
E 101-53000-410 STREETS GEN MAINT	LANGE ENTERPRISES INC	STOP SIGN	\$23.22
E 101-53000-360 VEHICLE MAINT/EXPENSE	MID-STATE EQUIPMENT	AIR FILTERS/BEARINGS	\$403.75
E 101-53000-290 OUTSIDE SERVICES/CONTRACTS	RUEKERT & MIELKE	ASSISTANCE VOTING MAP	\$84.90
E 101-53000-220 UTILITY SERVICES	U.S. CELLULAR	SEPT-OCT SERVICE	\$126.11
E 101-53000-225 STREET LIGHTING	WE ENERGIES	AUG-SEPT RW LIGHT	\$27.73
E 101-53000-225 STREET LIGHTING	WE ENERGIES	JULY-AUG ST LIGHTING	\$8,315.55
E 101-53000-225 STREET LIGHTING	WE ENERGIES	AUG-SEPT ST LIGHTING	\$352.79
EXPENSE Descr PUBLIC WORKS			\$12,847.98
EXPENSE Descr RECREATION PROGRAMS/EVENTS			
E 101-55300-290 OUTSIDE SERVICES/CONTRACTS	ONTECH SYSTEMS, INC	ONSITE HOURS	\$120.00
E 101-55300-290 OUTSIDE SERVICES/CONTRACTS	SEAT OF THE PANTS PRODUCTIONS	CUTTING THE CORD ZOOM CLASS	\$78.00
E 101-55300-300 OPERATING SUPPLIES/EXPENSES	TISCHER, SHERRY	REIMBURSE PROGRAM SUPPLIES	\$19.77
E 101-55300-300 OPERATING SUPPLIES/EXPENSES	U.S. CELLULAR	SEPT-OCT SERVICE	\$36.19
EXPENSE Descr RECREATION PROGRAMS/EVENTS			\$253.96
EXPENSE Descr SENOR TOMAS MUNC LOT			

Account Descr	Search Name	Comments	Amount
E 401-79265-290 OUTSIDE SERVICES/CONTRACTS	RUEKERT & MIELKE	SENIOR TOMAS PARKING DESIGN	\$7,823.73
EXPENSE Descr SENOR TOMAS MUNC LOT			\$7,823.73
EXPENSE Descr SEWER SERVICE			
E 204-53610-270 TREATMENT EXPENSE	DELAFIELD-HARTLAND WATER	SEPT DUES	\$72,245.51
E 204-53610-290 OUTSIDE SERVICES/CONTRACTS	DIVERSIFIED BENEFIT SERVICES	SEPT FSA ADMN SERVICES	\$14.75
E 204-53610-290 OUTSIDE SERVICES/CONTRACTS	RUEKERT & MIELKE	CCTV AND SEWER CONDITION MAPPING	\$4,500.00
E 204-53610-800 CAPITAL OUTLAY	RUEKERT & MIELKE	SEWER CONSTRUCTION	\$1,915.44
E 204-53610-290 OUTSIDE SERVICES/CONTRACTS	RUEKERT & MIELKE	PIPE CLEANING CYCLE EXHIBITS	\$5,000.00
E 204-53610-360 VEHICLE MAINT/EXPENSE	TRUCK COUNTRY OF WISCONSIN	EXHAUST FLUID/BATTERY	\$225.70
E 204-53610-385 MAINTENANCE-COLLECT EQP PUMP	U.S. CELLULAR	SEPT-OCT SERVICE	\$126.11
EXPENSE Descr SEWER SERVICE			\$84,027.51
EXPENSE Descr SUNNYSLOPE DR (RAE-MERTON)			
E 401-70285-290 OUTSIDE SERVICES/CONTRACTS	RUEKERT & MIELKE	SUNNYSLOPE DR CONSTRUCTION	\$739.68
EXPENSE Descr SUNNYSLOPE DR (RAE-MERTON)			\$739.68
EXPENSE Descr SURREY LANE			
E 401-70130-290 OUTSIDE SERVICES/CONTRACTS	RUEKERT & MIELKE	CONSTRUCTION REVIEW/ADMIN	\$5,893.30
EXPENSE Descr SURREY LANE			\$5,893.30
EXPENSE Descr UNBUDGETED			
E 401-57300-290 OUTSIDE SERVICES/CONTRACTS	RUEKERT & MIELKE	DESIGN	\$820.50
EXPENSE Descr UNBUDGETED			\$820.50
EXPENSE Descr WATER UTILITY			
E 620-53700-933 TRANSPORTATION EXPENSES	BUMPER TO BUMPER HARTLAND	CREDIT	-\$270.00
E 620-53700-933 TRANSPORTATION EXPENSES	BUMPER TO BUMPER HARTLAND	BRAKE FLUID/FILTERS/GREASE/WINDSHIELD NOZZLES	\$538.03
E 620-53700-654 MAINTENANCE OF HYDRANTS	CORE & MAIN LP	GASKETS/PIPE/HYDRANT/VALVE	\$6,602.50
E 620-53700-632 WATER TREATMENT-SUPPLIES/EXP	CTW CORPORATION	HOSE	\$350.00
E 620-53700-923 OUTSIDE SERVICES	DIVERSIFIED BENEFIT SERVICES	SEPT FSA ADMN SERVICES	\$36.87
E 620-53700-923 OUTSIDE SERVICES	DIXON ENGINEERING INC	VERIZON HILL STREET/INSPECTIONS	\$1,150.00
E 620-53700-673 TRANS&DIST MAINS	RUEKERT & MIELKE	WATER MAIN CONSTRUCTION	\$15,753.75
E 620-53700-672 DISTRIB/RESERVE STANDPIPE	SUEZ	PEDISPHERE HILL STREET	\$81,907.00
E 620-53700-672 DISTRIB/RESERVE STANDPIPE	SUEZ	PEDISPHERE BRISTLECONE PINES	\$38,157.00
E 620-53700-672 DISTRIB/RESERVE STANDPIPE	SUEZ	PEDISPHERE COVENTRY TOWER	\$74,841.00
E 620-53700-605 MAINTENANCE-WATER SOURCE PLANT	U.S. CELLULAR	SEPT-OCT SERVICE	\$126.11
E 620-53700-622 POWER FOR PUMPING	WE ENERGIES	JULY-AUG #3 PUMPHOUSE	\$1,882.52
E 620-53700-923 OUTSIDE SERVICES	WI STATE LABORATORY OF HYGIENE	FLUORIDE	\$26.00
EXPENSE Descr WATER UTILITY			\$221,100.78

Account Descr	Search Name	Comments	Amount
			\$561,160.14

VILLAGE OF HARTLAND  
LICENSES AND PERMITS  
SEPTEMBER 28, 2020

**Bartender (Operator's) License**

Sydney Susan Dobyms

The applicant has successfully completed the Responsible Beverage Servers Course. The Chief of Police has reviewed the application and approves of it after deeming the request to be in compliance with Wis. Stats. § 125.04(5).

**Application for Restricted Species Permit**

Name: Dustin & Heather Boundy  
Address: 389 Prairie Grass Ct.  
Species: 4 dogs

**Street Use Permit**

Applicant: Arrowhead Union High School District  
Location: Municipal (Library) parking lot  
Date: Thursday, October 22  
Start Time: 5:00 – 8:00 p.m.



# APPLICATION FOR RESTRICTED SPECIES PERMIT

Please check all that apply:  New application  Renewal

Application is being made under Municipal Code Sec. 14-8, Keeping of Animals; Permit to:

keep one or more of a restricted species of animal. (Application fee of \$25)

exceed the maximum number of animals allowed of any one permitted species.

Applicant: Dustin + Heather Boundy

Address: 389 Prairie Grass Ct.

Phone Number: 847 476 2522 Email: hmboundy@gmail.com

Please provide the following information as an attachment to this application:

1. Describe animal(s) to be covered by this application, listing species and number of animals.
2. Explain where the animal(s) will be kept on the property (home, barn, yard, pen, etc.).
3. Explain if animal(s) will be permitted to roam freely within the confines of your yard.
4. Explain if animal(s) are to be kept as pets, for other purposes or raised for selling purposes.
5. Explain whether it is the intention to keep animal(s) temporarily such as fostering or on a permanent basis.
6. Provide listing of all animals kept on the property in addition to those covered by this application.

I hereby apply for a Restricted Species Permit subject to Section 14-8 of the Village of Hartland Municipal Code and hereby agree to comply with all laws, resolutions, ordinances and regulations, Federal, State or Local, affecting the keeping of animals if a license is granted to me.

The license shall, if issued, be from the date of its issuance unless otherwise approved by the Village Board for a specific period of time or the license is revoked for cause by the Village Board.

Applicant's Signature: H Boundy Date: 9/21/2020

For Staff Use Only: Lot Size: \_\_\_\_\_ Zoning: \_\_\_\_\_ Fee Paid: \$25.00

Village Board Approval: \_\_\_\_\_ Expires: \_\_\_\_\_

1. We have dogs.

Buddy 10yr old golden retriever, male, fixed

Ziggy Min pin, male, 8yr. Old, fixed

Abby 10yr old min pin female, fixed.

Charlotte, mix, 2yr old, fixed

2. The animals are family, kept inside.  
go out on walks and we have  
invisible fence

3. Many times we go out with them, but  
they can get let out and back in  
B/c of invisible fence collars.

4. Animals are pets.

5. Intent is to keep for ever as they are  
family.

6. We also have 1 indoor cat, Penny, 1 1/2yr  
old and fixed.

\* we use Lake Country Veterinary Care in town +  
are current on all yearly check ups.



**Village of Hartland  
Administration**

210 Cottonwood Ave, Hartland, WI 53029  
[www.villageofhartland.com](http://www.villageofhartland.com)

<b>Committee:</b> Village Board	<b>Date:</b> 9-23-2020
<b>Village Board Item Number: 3a</b>	<b>Date:</b> 9-28-2020
<b>Submitted By:</b> Tim Rhode, Village Administrator	
<b>Subject:</b> Consideration of action on a motion to approve a Street use permit for the Village Hall/Library parking lot on October 22nd for Downtown Business Trick-or-Treat.	

**Details:** Arrowhead High school DECA has requested to use the Village Hall/Library parking lot from 5PM-8PM for the Downtown Business trick or treat event. They will be setting up a Trunk-or-Treat style area for kid/families to participate during the downtown event. They requested our location for safety and proximity to the downtown. Please see attached document submitted by Arrowhead DECA.

**Financial Remarks:** They have requested to have the \$30 fee waived; however, someone has volunteered to pay the \$30 Fee.

**Options & Alternatives:**  
The Village Board could approve the application or deny the application. If approved, staff will coordinate with Library staff as well as Village staff to help make the event safe for all.

**Executive Recommendation:**  
If the permit application is agreeable to the Village Board, staff recommends approval and request Village Staff coordinate with the applicant to ensure a safe event for all involved.

## *The Arrowhead Union High School District*

South Campus/District Office  
700 North Avenue  
Hartland, Wisconsin 53029  
(262) 369-3611

North Campus  
800 North Ave.  
Hartland, Wisconsin 53029  
(262) 369-3612



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September 21, 2020

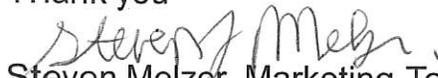
Village of Hartland:

Arrowhead High School and Arrowhead DECA (an Association of Marketing Students) are requesting the use of the downtown Hartland library parking lot on Thursday October 22, 2020 from 5:00 pm (set-up) to 8:00 pm. On October 22, 2020 from 6:00-8:00 pm the Hartland Chamber of Commerce is hosting its annual Business Trick or Treat in Hartland. We are planning on having 20-40 cars from Arrowhead DECA and other clubs/sports participate in a Trunk or Treat.

The plan is to use EVERY OTHER parking spot for the Trunk or Treat portion of the downtown business trick or treat. All participants will be wearing masks, gloves, with a small sign pertaining to following proper social distancing. Pre-packaged candy will be handed out where trick or treaters will not be allowed to grab the candy.

Attached you will find the information and planning sheet that is used for our portion of the community service event. If you have any questions please email me at [Melzer@arrowheadschoools.org](mailto:Melzer@arrowheadschoools.org) or call at 262-369-3612. Diagram attached of the parking lot to be used for the event.

Thank you

  
Steven Melzer, Marketing Teacher and DECA Advisor



**STREET USE PERMIT APPLICATION**

**(For Events Less than 3 Blocks – Village Parking Lots)**

Date: \_\_\_\_\_  
Rec.#: \_\_\_\_\_

**\$30.00 FEE (NOT REFUNDABLE)**

We, the undersigned Group of the Arrowhead DECA request the use of Library Parking Lot in the Village of Hartland, hereby consent to the recreational use of this parking lot between the hours of 5:00 and 8:00 PM on October the 22 day of 2020, for the purpose of Downtown Trick or Treat (Trunk-or-Treat), and do hereby petition the Village of Hartland to grant a Street Use Permit for use of the said portion of Village Hall Parking Lot for said purpose and do hereby agree to abide by such conditions of such use in the Village of Hartland.

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

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

NAME(S) Steven Melzer  
TITLE Marketing Teacher - DECA Advisor  
ADDRESS 800 North Avenue HARTLAND, WI 53029  
PHONE (daytime) 262-369-3612 (evening) 262-352-3479  
ORGANIZATION/GROUP SPONSORING EVENT Arrowhead DECA

Petitioner(s) Signature	Petitioner(s) Address
<u>Steven J. Melzer</u>	<u>800 North Avenue Hartland, WI 53029</u>

(Office use only)

Received by \_\_\_\_\_ FEE: \$30.00

Date \_\_\_\_\_ Receipt No. \_\_\_\_\_

Approved this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_

*\*waived fee upon approval of Village board.*

# Arrowhead DECA's Trunk or Treat Proposed Layout

October 22, 2020

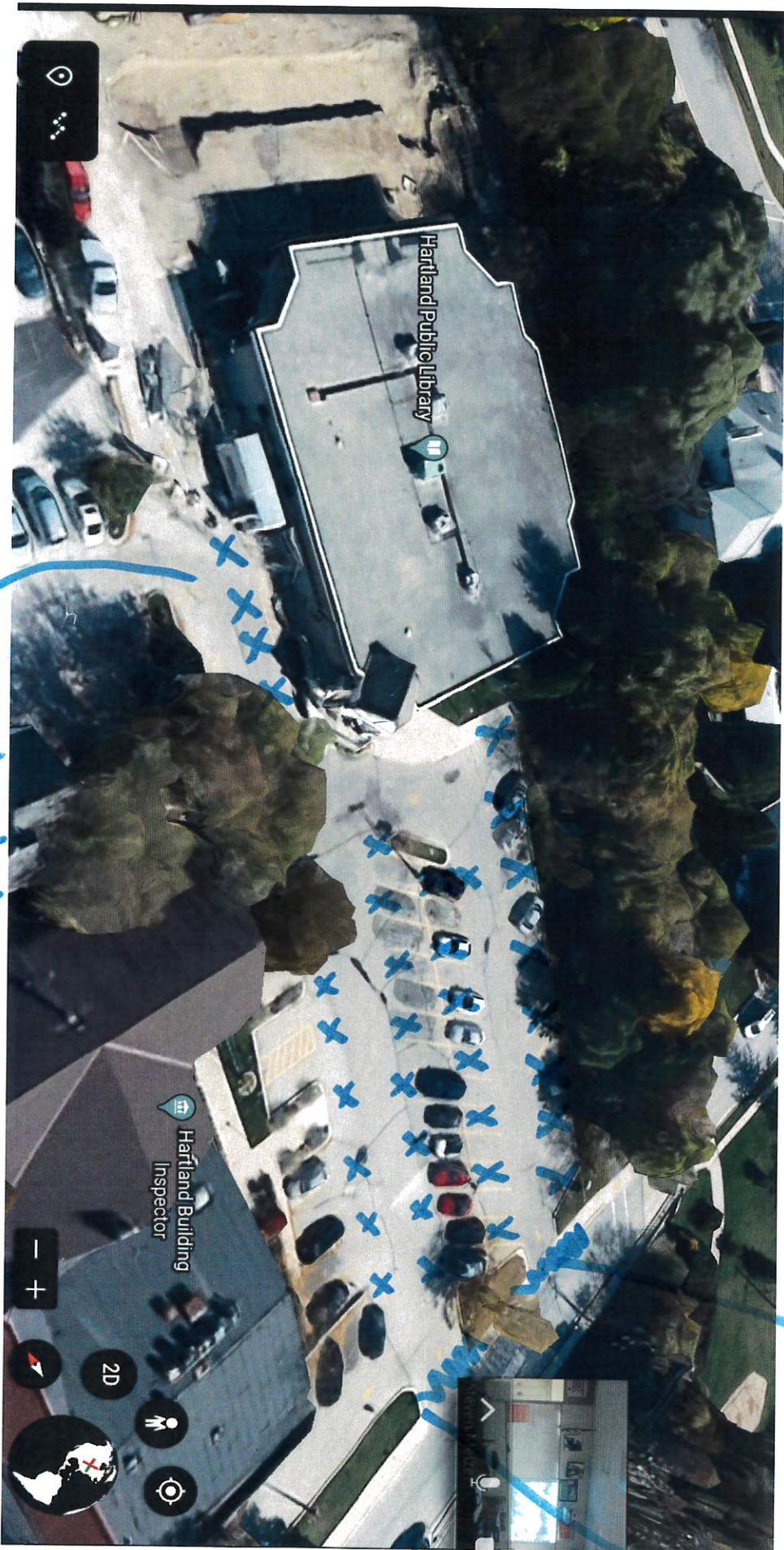
Set-Up 5:00 PM - Event 6-8:00 PM



(20-40 cars)

block off

block off



It's Needed



**Village of Hartland  
Administration**

210 Cottonwood Ave, Hartland, WI 53029  
[www.villageofhartland.com](http://www.villageofhartland.com)

<b>Committee:</b> Village Board	<b>Date:</b> 9/21/2020
<b>Village Board Item Number:</b> 4	<b>Date:</b> 9/28/2020
<b>Submitted By:</b> Dave Felkner, Utilities Supervisor	
<b>Subject:</b> Industrial Drive and Progress Drive Bioretention Contractor's Payment Application	

**Details:** Soper Grading & Excavating, LLC is requesting a payment application for the sum of \$198,963.75. This is for the bioretention and storm water inlets on Industrial and Progress Drive. Village staff is in agreement with the work completed on this project to date. We are also in agreement for a payment of \$198,963.75.

**Financial Remarks:** This is the first payment number of the budgeted \$316,250.00. Reminder we will receive \$150,000.00 from a DNR grant for this project.

**Options & Alternatives:**

**Executive Recommendation:** Staff recommends a payment to Soper Grading & Excavating, LLC for the sum of \$198,963.75.

## Contractor's Application for Payment No. 1

<b>To (Owner):</b> Village of Hartland	<b>Application Date:</b> 9/9/2020	<b>Application Period:</b> Through 9/9/2020
<b>Contact:</b> Dave Felkner	<b>From (Contractor):</b> Soper Grading & Excavating, LLC	<b>Via (Engineer):</b> Ruekert & Mielke, Inc.
<b>Project:</b> E. Industrial Drive and Progress Drive Buiretention	<b>Contact:</b> Joe Griffin	<b>Contact:</b> Peter W. Gesch
<b>Owner's Contract No.:</b>	<b>Address:</b> 139 E. Packer Avenue Oshkosh, WI 54901	<b>Address:</b> W233 N2080 Ridgeview Parkway Waukesha, WI 53188
	<b>Contractor's Project No.:</b>	<b>Engineer's Project No.:</b> 09-10036.300

### Change Order Summary

Approved Change Orders		
Number	Additions	Deductions (Enter as Positive Number)
<b>TOTALS</b>	\$0.00	\$0.00
<b>NET CHANGE BY CHANGE ORDERS</b>	<b>\$0.00</b>	

1. ORIGINAL CONTRACT PRICE .....	\$	316,250.00
2. Net change by Change Orders .....	\$	-
3. CURRENT CONTRACT PRICE (Line 1 + Line 2) .....	\$	316,250.00
4. TOTAL COMPLETED TO DATE (Column L Total on Progress Estimates) .....	\$	206,870.00
5. RETAINAGE:		
a. 5% X \$158,125.00 Work Completed .....	\$	7,906.25
6. RETAINAGE REDUCTION TO DATE (Enter as Positive Number) .....	\$	-
7. AMOUNT ELIGIBLE TO DATE (Line 4 - Line 5a. + Line 6) .....	\$	198,963.75
8. LESS PREVIOUS PAYMENTS (Line 7 from Prior Application) .....	\$	-
9. AMOUNT DUE THIS APPLICATION .....	\$	198,963.75

### Contractor's Certification

The undersigned Contractor certifies that to the best of its knowledge:

(1) all previous progress payments received from Owner on account of Work done under the Contract have been applied on account to discharge Contractor's legitimate obligations incurred in connection with Work covered by prior Applications for Payment;

(2) title to all Work, materials and equipment incorporated in said Work or otherwise listed in or covered by this Application for Payment will pass to Owner per Article 15 of the General Conditions; and

(3) all Work covered by this Application for Payment is in accordance with

By:  Date: 9/17/2020

Payment of: \$ 198,963.75  
(Line 9 or other - attach explanation of the other amount)

Recommended by:  9/18/2020  
Peter W. Gesch (Engineer) (Date)

Payment of: \$ 198,963.75  
(Line 9 or other - attach explanation of the other amount)

Approved by: \_\_\_\_\_  
(Owner) (Date)

Progress Estimate - Unit Price Work

Contractor's Application for Payment No.

For: E. Industrial Drive & Progress Drive Bioretention							Application Date: Through 9/9/2020											
Application Period: 9/9/20							Owner's Contract No.: 09-10036.300 Engineer's Project No.:											
A	B	C	D	E	F	G		H		I		J		K		L		
Item No.	Description	Unit	Estimated Quantity	Bid Unit Price	Bid Item Value (\$)	Work Completed Previously		Work Completed This Period		Total Work Completed to Date								
						Estimated Quantity Installed	Value of Work Installed (\$)	Estimated Quantity Installed	Value of Work Installed (\$)	Estimated Quantity Installed	Value of Work Installed (\$)	Estimated Quantity Installed	Value of Work Installed (\$)	Estimated Quantity Installed	Value of Work Installed (\$)	Estimated Quantity Installed	Value of Work Installed (\$)	
1	Mobilization (limited to maximum 5% of total bid)	L.S.	1	\$12,000.00	\$ 12,000.00			\$ -	0.50	\$ 6,000.00	0.50	\$ 6,000.00						
2	Traffic Control, Signage and Barricades	L.S.	1	\$5,000.00	\$ 5,000.00			\$ -	0.75	\$ 3,750.00	0.75	\$ 3,750.00						
3	Inlet Protection, Type D	EA.	52	\$100.00	\$ 5,200.00			\$ -	52.00	\$ 5,200.00	52.00	\$ 5,200.00						
4	Manufactured Ditch Check	L.F.	300	\$6.00	\$ 1,800.00			\$ -	300.00	\$ 1,800.00	300.00	\$ 1,800.00						
5	Sawcutting	L.F.	1,200	\$2.50	\$ 3,000.00			\$ -	1,200.00	\$ 3,000.00	1,200.00	\$ 3,000.00						
6	Tree Removal (If Necessary)	I.D.	24	\$60.00	\$ 1,440.00			\$ -	12.00	\$ 720.00	12.00	\$ 720.00						
7	Remove & Replace Concrete Curb & Gutter	L.F.	125	\$50.00	\$ 6,250.00			\$ -		\$ -	0.00	\$ -						
8	Construct Concrete Curb Flume	EA.	6	\$410.00	\$ 2,460.00			\$ -		\$ -	0.00	\$ -						
9	Ditch Excavation (Approx. 700 C.Y.)	L.S.	1	\$54,000.00	\$ 54,000.00			\$ -	1.00	\$ 54,000.00	1.00	\$ 54,000.00						
10	Relocate Existing Inlet Structure	EA.	1	\$2,000.00	\$ 2,000.00			\$ -	1.00	\$ 2,000.00	1.00	\$ 2,000.00						
11	Raise Existing Inlet Structure Grate	V.F.	7	\$800.00	\$ 5,600.00			\$ -	7.00	\$ 5,600.00	7.00	\$ 5,600.00						
12	24-Inch RCP Yard Drain w/ Neenah R-4030-24 Grate	EA.	10	\$1,650.00	\$ 16,500.00			\$ -	10.00	\$ 16,500.00	10.00	\$ 16,500.00						
13	30-Inch RCP Yard Drain w/ Neenah R-4030-30 Grate	EA.	5	\$1,850.00	\$ 9,250.00			\$ -	5.00	\$ 9,250.00	5.00	\$ 9,250.00						
14	15-Inch RCP Storm Sewer Replacement	L.F.	100	\$120.00	\$ 12,000.00			\$ -	100.00	\$ 12,000.00	100.00	\$ 12,000.00						
15	8-Inch PVC C900 Sewer Pipe	L.F.	775	\$60.00	\$ 46,500.00			\$ -	775.00	\$ 46,500.00	775.00	\$ 46,500.00						
16	4-Inch Perforated Underdrain w/ Sock	L.F.	210	\$40.00	\$ 8,400.00			\$ -	210.00	\$ 8,400.00	210.00	\$ 8,400.00						
17	Remove and Replace 4-Inch Asphalt	S.Y.	1,250	\$48.00	\$ 60,000.00			\$ -		\$ -	0.00	\$ -						
18	Crushed Aggregate Base Course	TON	950	\$16.00	\$ 15,200.00			\$ -		\$ -	0.00	\$ -						
19	Pipe Insulation	L.F.	150	\$40.00	\$ 6,000.00			\$ -	150.00	\$ 6,000.00	150.00	\$ 6,000.00						
20	Relocate Mailbox (If Necessary)	EA.	10	\$200.00	\$ 2,000.00			\$ -	5.00	\$ 1,000.00	5.00	\$ 1,000.00						
21	Restoration - Topsoil, Seed, Erosion Mat	S.Y.	4,000	\$8.00	\$ 32,000.00			\$ -	3,000.00	\$ 24,000.00	3,000.00	\$ 24,000.00						
22	8-Inch CMP End Section	EA.	1	\$600.00	\$ 600.00			\$ -	1.00	\$ 600.00	1.00	\$ 600.00						
23	Remove Existing Inlet Structure	EA.	1	\$550.00	\$ 550.00			\$ -	1.00	\$ 550.00	1.00	\$ 550.00						
24	Medium Rip-Rap	TON	10	\$100.00	\$ 1,000.00			\$ -		\$ -	0.00	\$ -						
25	Allowance for compaction testing (as requested)	L.S.	1	\$7,500.00	\$ 7,500.00			\$ -		\$ -	0.00	\$ -						
<b>TOTAL BID ITEMS 1-25</b>						<b>\$ 316,250.00</b>		<b>\$ -</b>		<b>\$ 206,870.00</b>		<b>\$ 206,870.00</b>						
<b>ADDITIONAL ITEMS</b>																		
					\$ -		\$ -		\$ -		0.00	\$ -						
					\$ -		\$ -		\$ -		0.00	\$ -						
<b>TOTAL ADDITIONAL ITEMS</b>						<b>\$ -</b>		<b>\$ -</b>		<b>\$ -</b>		<b>\$ -</b>						
<b>TOTAL ALL ITEMS</b>						<b>\$ 316,250.00</b>		<b>\$ -</b>		<b>\$ 206,870.00</b>		<b>\$ 206,870.00</b>						

September 17, 2020

Mr. Tim Rhode  
Village Administrator  
Village of Hartland  
210 Cottonwood Avenue  
Hartland, WI 53029

Re: 2020 Slurry Seal Program  
Project Closeout

Dear Mr. Rhode:

We have reviewed the project area following the completion of the 2020 Slurry Sealing Program in the Village. A few defects were found immediately after application and the Contractor has since repaired the defects. We believe that this project is ready for final payment.

In accordance with the Contract Documents, the Contractor for this Project, Struck & Irwin Paving, Inc. has submitted a final Application for Payment and has furnished the enclosed Contract-required items:

1. Consent of Surety to Final Payment.
2. Certificate or other evidence of completed operations insurance.

You may want to have your legal counsel and insurance advisor review the respective lien waivers, bonding, and insurance documents to verify legal effectiveness. If all are satisfactory, we recommend final payment, and give notice (enclosed), that the completed Work is acceptable subject to the provisions of General Conditions paragraph 15.07.

In accordance with paragraph 15.08 of the General Conditions, the Contractor is required to promptly repair or correct defective Work for a period of one year from the date of Substantial Completion, which was August 28, 2020. You may wish to review the Project a month or so before the anniversary date to check for any warranty items. If we can be of assistance to you in this regard, please contact us.

If you or any staff member should have any questions regarding this, please feel free to contact me at (262) 542-5733.

Respectfully,

RUEKERT & MIELKE, INC.



Peter W. Gesch  
Project Engineer  
[pgesch@ruekertmielke.com](mailto:pgesch@ruekertmielke.com)

PWG:pwg

cc: Michael Gerszewski, Village of Hartland  
Dave Felkner, Village of Hartland  
Darlene Igl, MMC/WCPC, Village of Hartland  
Ryan T. Amtmann, P.E., Ruekert & Mielke, Inc.

## Contractor's Application for Payment No. 1 - FINAL

<b>Application Date:</b> 9/1/2020	<b>Application Period:</b> 8/17/2020 - 8/21/2020	
<b>To (Owner):</b> Village of Harland	<b>From (Contractor):</b> Struck & Irwin Paving, Inc.	<b>Via (Engineer):</b> Ruckert & Mielke, Inc.
<b>Contact:</b> Mike Gerszewski	<b>Contact:</b> Joe Wessley	<b>Contact:</b> Peter W. Gesch
<b>Project:</b> 2020 Slurry Seal Program	<b>Address:</b> 7219 Gene Street DeForest, WI 53532	<b>Address:</b> W233 N2080 Ridgeview Parkway Waukesha, WI 53188
<b>Owner's Contract No.:</b> N/A	<b>Contractor's Project No.:</b>	<b>Engineer's Project No.:</b> 09-10051.301

### Change Order Summary

Approved Change Orders		
Number	Additions	Deductions (Enter as Positive Number)
<b>TOTALS</b>		
<b>NET CHANGE BY</b>		
<b>CHANGE ORDERS</b>		

1. ORIGINAL CONTRACT PRICE .....	\$	30,393.60
2. Net change by Change Orders .....	\$	-
3. CURRENT CONTRACT PRICE (Line 1 + Line 2) .....	\$	30,393.60
4. TOTAL COMPLETED TO DATE (Column L Total on Progress Estimates) .....	\$	30,393.60
5. RETAINAGE:		
a. X \$15,196.80 Work Completed ...	\$	-
6. RETAINAGE REDUCTION TO DATE (Enter as Positive Number) .	\$	-
7. AMOUNT ELIGIBLE TO DATE (Line 4 - Line 5a. + Line 6) .....	\$	30,393.60
8. LESS PREVIOUS PAYMENTS (Line 7 from Prior Application) .....	\$	-
9. AMOUNT DUE THIS APPLICATION .....	\$	30,393.60

**Contractor's Certification**

The undersigned Contractor certifies that to the best of its knowledge:

(1) all previous progress payments received from Owner on account of Work done under the Contract have been applied on account to discharge Contractor's legitimate obligations incurred in connection with Work covered by prior Applications for Payment;

(2) title to all Work, materials and equipment incorporated in said Work or otherwise listed in or covered by this Application for Payment will pass to Owner per Article 15 of the General Conditions; and

(3) all Work covered by this Application for Payment is in accordance with the Contract Documents and is not defective.

By: *Joe Wessley* Date: 9/15/2020

Payment of: \$ 30,393.60  
(Line 9 or other - attach explanation of the other amount)

Recommended by: *Peter W. Gesch* 9/17/2020  
(Engineer) Peter W. Gesch (Date)

Payment of: \$ 30,393.60  
(Line 9 or other - attach explanation of the other amount)

Approved by: \_\_\_\_\_ (Date)  
(Owner)

**Progress Estimate - Unit Price Work**

**Contractor's Application for Payment No.**

**1 - FINAL**

For (Project): 2020 Slurry Seal Program								Application Date: 9/1/2020				
Application Period: 8/17/2020 - 8/21/2020								Owner's Contract No.: N/A				
								Engineer's Project No.: 09-10051.301				
A	B	C	D	E	F	G	H	I	J	K	L	
Item No.	Description	Unit	Estimated Quantity	Bid Unit Price	Bid Item Value (\$)	Work Completed Previously		Work Completed This Period		Total Work Completed to Date		
						Estimated Quantity Installed	Value of Work Installed (\$)	Estimated Quantity Installed	Value of Work Installed (\$)	Estimated Quantity Installed	Value of Work Installed (\$)	
1	Granary Circle (Approximately 7,570 square yards) Slurry Seal	L.S.	1	\$20,604.80	\$ 20,604.80		\$ -	1.00	\$ 20,604.80	1.00	\$ 20,604.80	
2	Harvest Way (Approximately 1,760 square yards) Slurry Seal	L.S.	1	\$4,992.00	\$ 4,992.00		\$ -	1.00	\$ 4,992.00	1.00	\$ 4,992.00	
3	Market Lane (Approximately 1,760 squarer yards) Slurry Seal	L.S.	1	\$4,796.80	\$ 4,796.80		\$ -	1.00	\$ 4,796.80	1.00	\$ 4,796.80	
<b>TOTAL BID ITEMS 1-3</b>						<b>\$ 30,393.60</b>		<b>\$ -</b>		<b>\$ 30,393.60</b>		<b>\$ 30,393.60</b>
<b>ADDITIONAL ITEMS</b>												
					\$ -		\$ -		\$ -		\$ -	
					\$ -		\$ -		\$ -		\$ -	
<b>TOTAL ADDITIONAL ITEMS</b>						<b>\$ -</b>		<b>\$ -</b>		<b>\$ -</b>		<b>\$ -</b>
<b>TOTAL ALL ITEMS</b>						<b>\$ 30,393.60</b>		<b>\$ -</b>		<b>\$ 30,393.60</b>		<b>\$ 30,393.60</b>

NOTICE OF ACCEPTABILITY OF WORK

---

**PROJECT:** 2020 Slurry Seal Program  
**OWNER:** Village of Hartland  
**CONTRACTOR:** Struck & Irwin Paving, Inc.  
**EFFECTIVE DATE OF THE CONSTRUCTION CONTRACT:** June 12, 2020  
**ENGINEER:** Ruekert & Mielke, Inc.  
**NOTICE DATE:** September 17, 2020

---

**To:** Village of Hartland  
**Owner**

**And To:** Struck & Irwin Paving, Inc.  
**Contractor**

**From:** Ruekert & Mielke, Inc.  
**Engineer**

The Engineer hereby gives notice to the above Owner and Contractor that the completed Work furnished and performed by Contractor under the above Contract is acceptable expressly subject to the provisions of the related Contract Documents, the Agreement between Owner and Engineer for Professional Services and the terms and conditions set forth as follows:

**CONDITIONS OF NOTICE OF ACCEPTABILITY OF WORK**

The Notice of Acceptability of Work ("Notice") is expressly made subject to the following terms and conditions to which all those who receive said Notice and rely thereon agree:

1. This Notice is given with the skill and care ordinarily used by members of the engineering profession practicing under similar conditions at the same time and in the same locality.
2. This Notice reflects and is an expression of the professional judgment of Engineer.
3. This Notice is given as to the best of Engineer's knowledge, information, and belief as of the Notice Date.
4. This Notice is based entirely on and expressly limited by the scope of services Engineer has been employed by Owner to perform or furnish during construction of the Project (including observation of the Contractor's work) under Engineer's Agreement with Owner and under the Construction Contract referred to in this Notice, and applies only to facts that are within Engineer's knowledge or could reasonably have been ascertained by Engineer as a result of carrying out the responsibilities specifically assigned to Engineer under such Agreement and Construction Contract.
5. This Notice is not a guarantee or warranty of Contractor's performance under the Construction Contract referred to in this Notice, nor an assumption of responsibility for any failure of Contractor to furnish and perform the Work thereunder in accordance with the Contract Documents.

**By:** Peter W. Gesch  
**Title:** Project Manager  
**Dated:** September 17, 2020

# CONSENT OF SURETY TO FINAL PAYMENT

AIA Document G707

(Instructions on reverse side)

OWNER	<input type="checkbox"/>
ARCHITECT	<input type="checkbox"/>
CONTRACTOR	<input type="checkbox"/>
SURETY	<input type="checkbox"/>
OTHER	<input type="checkbox"/>

TO OWNER:  
*(Name and address)*  
 Village of Hartland  
 210 Cottonwood Ave  
 Hartland, WI 53029

ARCHITECT'S PROJECT NO.: N/A

CONTRACT FOR: Slurry Seal

PROJECT:  
*(Name and address)*  
 2020 Slurry Seal Program

CONTRACT DATED: June 12, 2020

In accordance with the provisions of the Contract between the Owner and the Contractor as indicated above, the  
*(Insert name and address of Surety)*

West Bend Mutual Insurance Company  
 PO Box 620976  
 Middleton, WI 53562

, SURETY,

on bond of  
*(Insert name and address of Contractor)*

Struck & Irwin Paving, Inc.  
 7219 Gene St  
 DeForest, WI 53532

, CONTRACTOR,

hereby approves of the final payment to the Contractor, and agrees that final payment to the Contractor shall not relieve the Surety of any of its obligations to  
*(Insert name and address of Owner)*

Village of Hartland  
 210 Cottonwood Ave  
 Hartland, WI 53029

, OWNER,

as set forth in said Surety's bond.

IN WITNESS WHEREOF, the Surety has hereunto set its hand on this date: September 16, 2020  
*(Insert in writing the month followed by the numeric date and year.)*

West Bend Mutual Insurance Company  
*(Surety)*

*Patrick A. McKenna*  
*(Signature of authorized representative)*

Patrick A. McKenna, Attorney-in-Fact  
*(Printed name and title)*



Attest:  
(Seal):

*Pamela A McKenna*

Pamela A McKenna, witness





**POWER OF ATTORNEY**

Know all men by these Presents, That West Bend Mutual Insurance Company, a corporation having its principal office in the City of West Bend, Wisconsin does make, constitute and appoint:

Patrick A. McKenna, Brooke L. Parker, Judith A. Walker, Elizabeth Mosca, David Zenobi

lawful Attorney(s)-in-fact, to make, execute, seal and deliver for and on its behalf as surety and as its act and deed any and all bonds, undertakings and contracts of suretyship, provided that no bond or undertaking or contract of suretyship executed under this authority shall exceed in amount the sum of: \$3,000,000

This Power of Attorney is granted and is signed and sealed by facsimile under and by the authority of the following Resolution adopted by the Board of Directors of West Bend Mutual Insurance Company at a meeting duly called and held on the 21<sup>st</sup> day of December, 1999.

*Appointment of Attorney-In-Fact. The president or any vice president, or any other officer of West Bend Mutual Insurance Company may appoint by written certificate Attorneys-In-Fact to act on behalf of the company in the execution of and attesting of bonds and undertakings and other written obligatory instruments of like nature. The signature of any officer authorized hereby and the corporate seal may be affixed by facsimile to any such power of attorney or to any certificate relating therefore and any such power of attorney or certificate bearing such facsimile signatures or facsimile seal shall be valid and binding upon the company, and any such power so executed and certified by facsimile signatures and facsimile seal shall be valid and binding upon the company in the future with respect to any bond or undertaking or other writing obligatory in nature to which it is attached. Any such appointment may be revoked, for cause, or without cause, by any said officer at any time.*

In witness whereof, the West Bend Mutual Insurance Company has caused these presents to be signed by its president undersigned and its corporate seal to be hereto duly attested by its secretary this 22nd day of September, 2017.

Attest Christopher C. Zwygart  
Christopher C. Zwygart  
Secretary



Kevin A. Steiner  
Kevin A. Steiner  
Chief Executive Officer/President

State of Wisconsin  
County of Washington

On the 22nd day of September, 2017, before me personally came Kevin A. Steiner, to me known being by duly sworn, did depose and say that he resides in the County of Washington, State of Wisconsin; that he is the President of West Bend Mutual Insurance Company, the corporation described in and which executed the above instrument; that he knows the seal of the said corporation; that the seal affixed to said instrument is such corporate seal; that it was so affixed by order of the board of directors of said corporation and that he signed his name thereto by like order.



Juli A. Benedum  
Juli A. Benedum  
Senior Corporate Attorney  
Notary Public, Washington Co., WI  
My Commission is Permanent

The undersigned, duly elected to the office stated below, now the incumbent in West Bend Mutual Insurance Company, a Wisconsin corporation authorized to make this certificate, Do Hereby Certify that the foregoing attached Power of Attorney remains in full force effect and has not been revoked and that the Resolution of the Board of Directors, set forth in the Power of Attorney is now in force.

Signed and sealed at West Bend, Wisconsin this 16 day of September, 2020



Heather A. Dunn  
Heather Dunn  
Vice President – Chief Financial Officer

**Notice:** Any questions concerning this Power of Attorney may be directed to the Bond Manager at NSI, a division of West Bend Mutual Insurance Company.



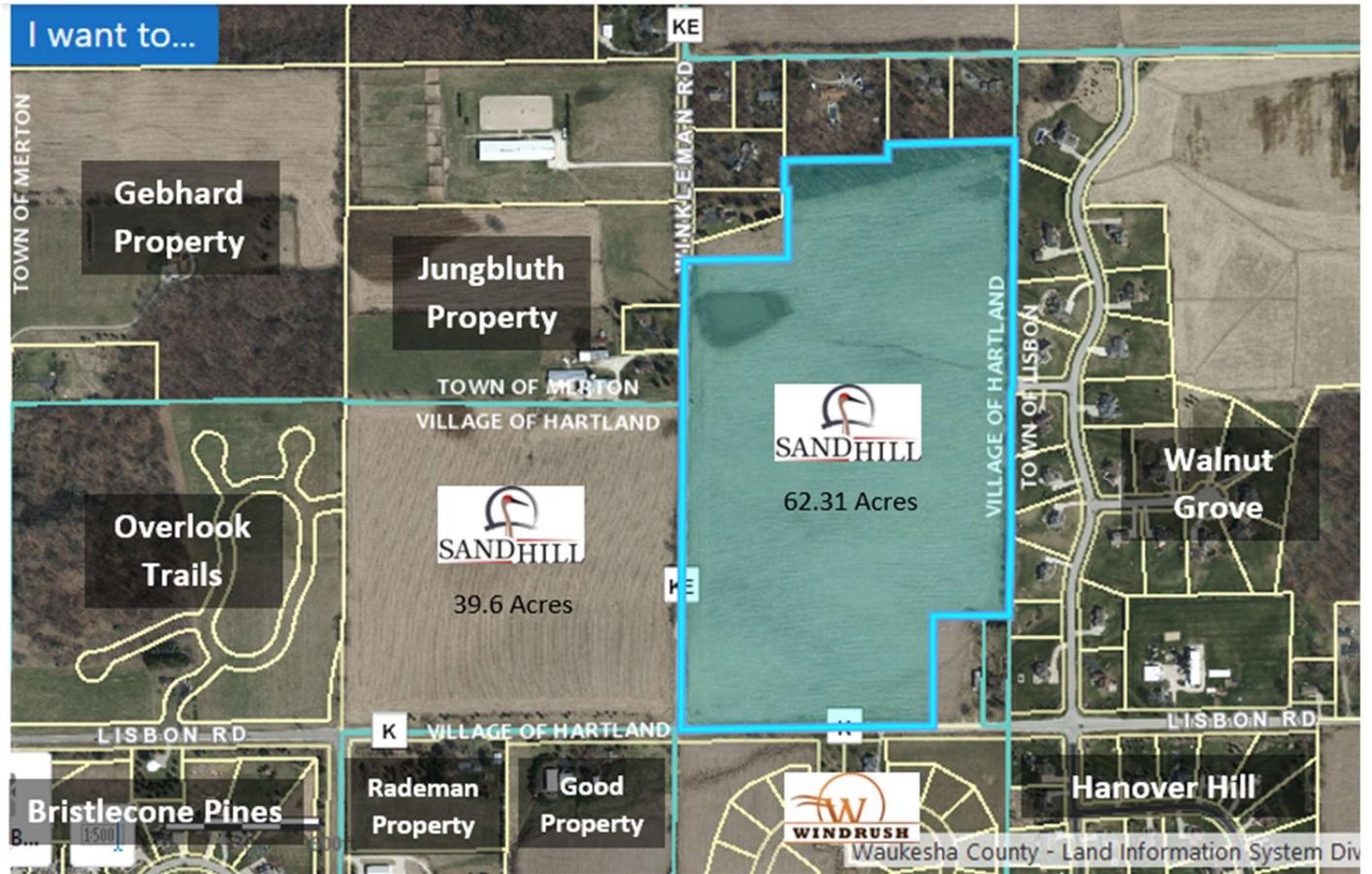
## DEVELOPMENT PROPOSAL



September 28, 2020



## LOCATION MAP



# VILLAGE OF HARTLAND LAND USE PLAN

Map 9-6

## RECOMMENDED LAND USE PLAN – VILLAGE OF HARTLAND PLANNED URBAN SERVICE AREA: 2035 (Amended as of March 26, 2018)



## PROPOSED DEVELOPMENT OF SANDHILL

### LOCATION

- East of Winkleman Road (CTH KE) and North of Lisbon Road (CTH K)

### SITE AREA

- 62.31 Acres

### EXISTING ZONING

- RS-1 Single Family

### PROPOSED ZONING

- To be determined

### PROPOSED DENSITY

- 110 Dwelling Units (0.57 acres/unit)

### PROPOSAL

- It is envisioned that this will be a community of 33 two-family and 11 Double Duplexes (four-family) architecturally controlled condominium units (110 total units) surrounded by attractively landscaped natural, permanent open space and common amenities such as gathering areas, paved recreation trails and sports facilities.
- The development will be constructed in multiple phases.

### STREETS

- The streets will be privately owned and maintained by the condominium association.

### UTILITIES

- Sandhill will be served with Sanitary Sewer and Municipal Water.
- Electric, Natural Gas, Cable TV & Telephone services will be extended to each unit.

### CONDOMINIUM ASSOCIATION

- The Sandhill Condominium Association will be incorporated to maintain the common areas, streets, utilities, and amenities.
- Each condominium owner will be responsible for paying association dues for the maintenance of the common elements of Sandhill including stormwater facilities, streets, snow clearing, lawn, garden & entryway maintenance.

# CONCEPTUAL LAYOUT



## CONDOMINIUM SPECIFICATIONS

### 2-Family Buildings

- Ranch style 1,570-1,930 Sq. Ft. Units
- 2 Bedroom
- 2 Bathroom
- 2 or 3 car Garages
- Optional Lower Level Finish

### Double Duplexes (4-Family Buildings)

- Ranch Style 2,048 Sq. Ft. Units
- 2 Bedroom
- 2-1/2 Bathroom
- 2 car Garages
- Optional Lower Level Finish

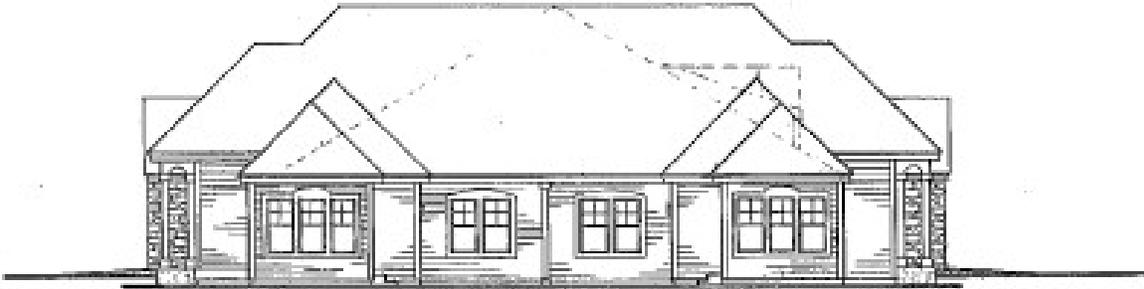
### Construction

- Each unit exterior will be constructed of high-quality materials and dimensional shingles.

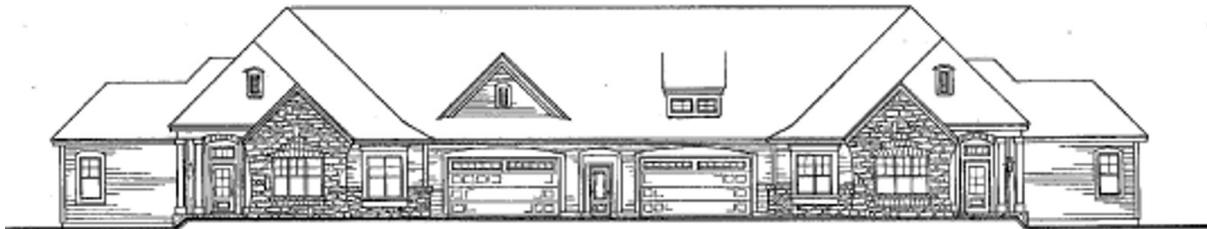
## 2-FAMILY ELEVATIONS & FLOORPLANS



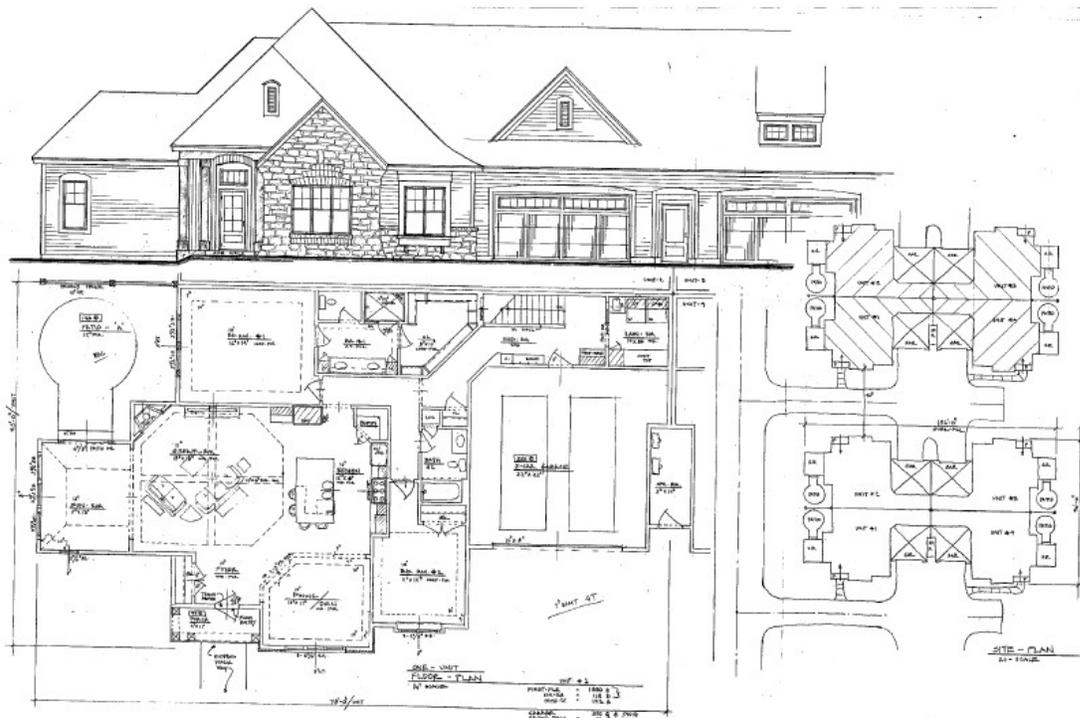
## DOUBLE DUPLEX (4-FAMILY) ELEVATIONS & FLOORPLANS



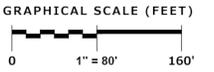
RIGHT + LEFT - ELEVATIONS  
1/4" SCALE



FRONT + REAR - ELEVATIONS  
1/4" SCALE



DESIGNED: BR  
 DRAFTED: ASZ  
 REVIEWED: ASZ  
 THESE PLANS AND DESIGNS ARE COPYRIGHT PROTECTED AND MAY NOT BE USED IN WHOLE OR IN PART WITHOUT THE WRITTEN CONSENT OF PINNACLE ENGINEERING GROUP, LLC



WINKLEMAN ROAD

WINKLEMAN ROAD

LISBON ROAD



**SITE DATA:**  
 PROPERTY AREA = 59.26 AC  
 33 TWO-FAMILY BUILDINGS (66 UNITS)  
 (11 BLDGS EACH B/B, C/C, D/E)  
 11 FOUR-FAMILY BUILDINGS (44 UNITS)  
 44 TOTAL BUILDINGS (110 UNITS)  
 DENSITY = 1.86 UNITS/ACRE  
 4,312 LF OF PROPOSED ROADWAY


**PINNACLE ENGINEERING GROUP**  
 ENGINEERING | NATURAL RESOURCES | SURVEYING  
 WISCONSIN OFFICE:  
 20725 WATERTOWN ROAD  
 BROOKFIELD, WI 53006  
 (262) 754-8888  
 CHICAGO | MILWAUKEE | NATIONWIDE

**SANDHILL EAST MULTI-FAMILY**  
 VILLAGE OF HARTLAND, WI

CONCEPT PLAN

REVISIONS	

PEG JOB NO. 267.00-01  
 PEG PM ASZ  
 START DATE 09-16-20  
 SCALE 1" = 80'

SHEET  
**C-1**  
**C-1**  
© COPYRIGHT 2016

www.pinnacle-engr.com

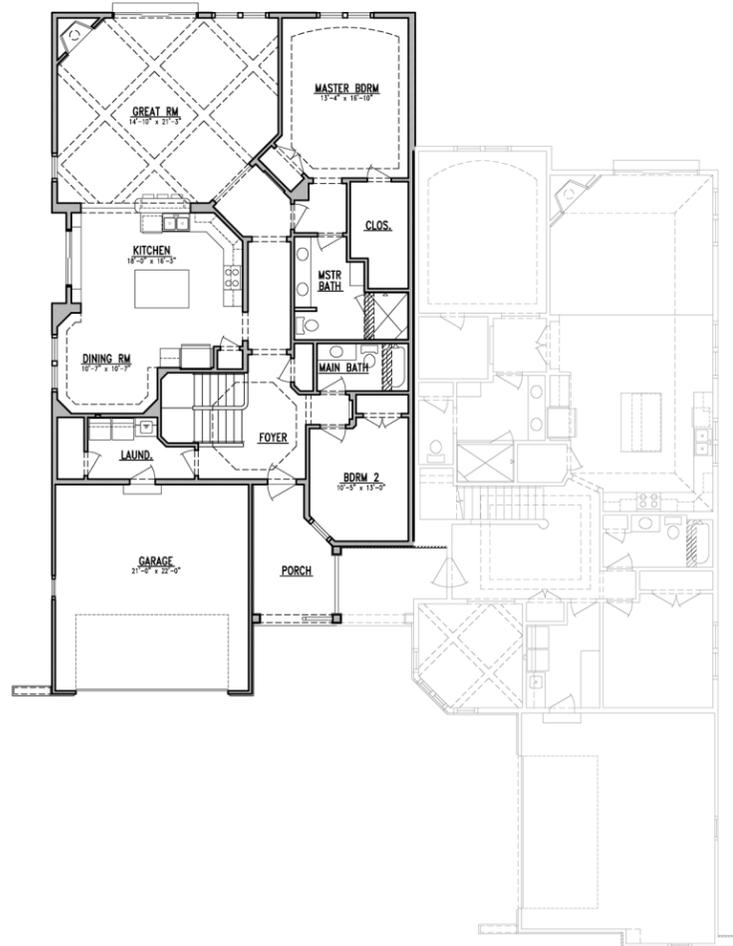
CONCEPT PLAN

I:\LANDSCAPE ARCHITECTURE\767.00\767.00\_CONCEPT PLAN FOR COLOR EXHIBIT.DWG



# The Estonian

1,930 SF



# The Breton

1,570 SF





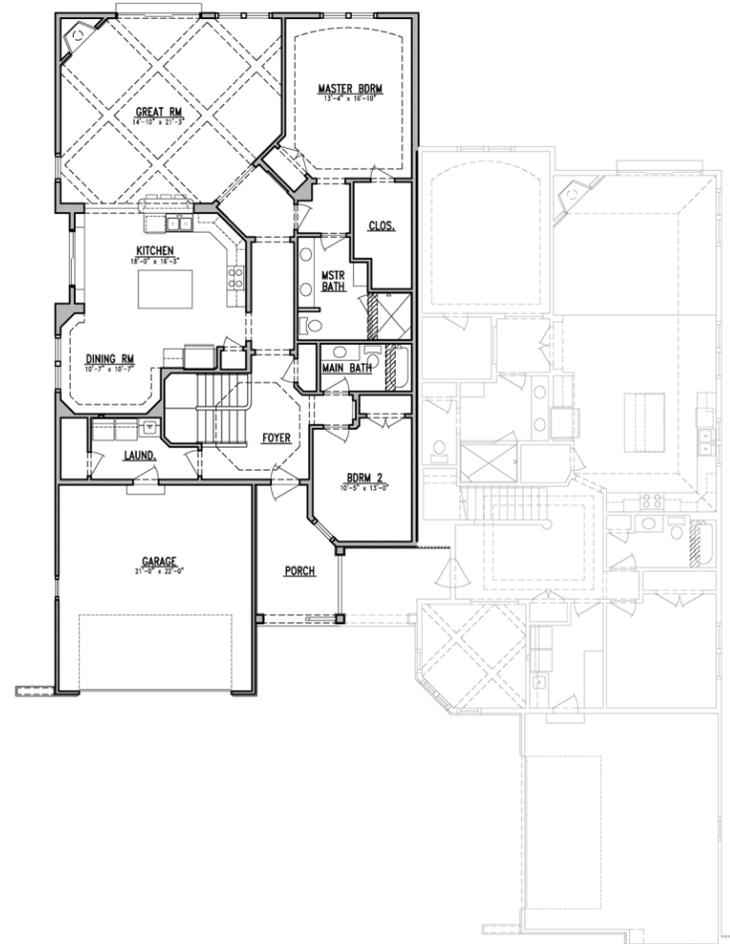
# The Castilian

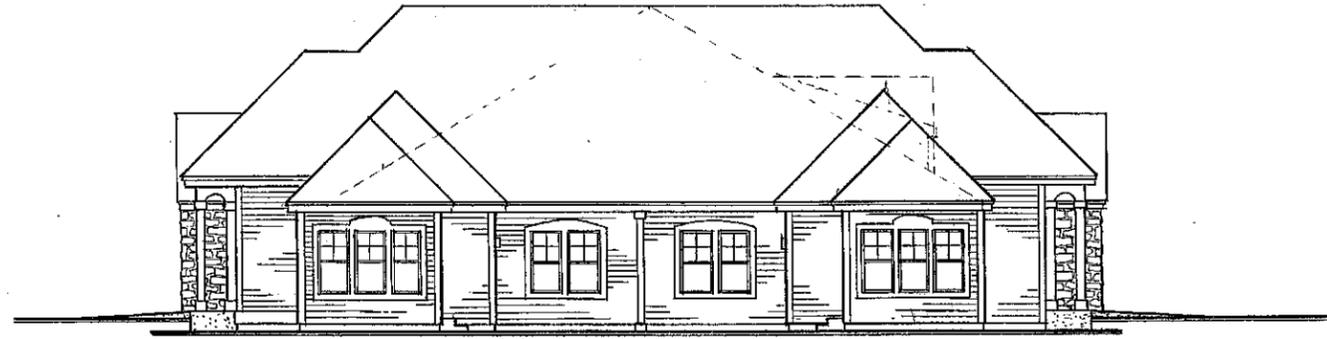
1,760 SF



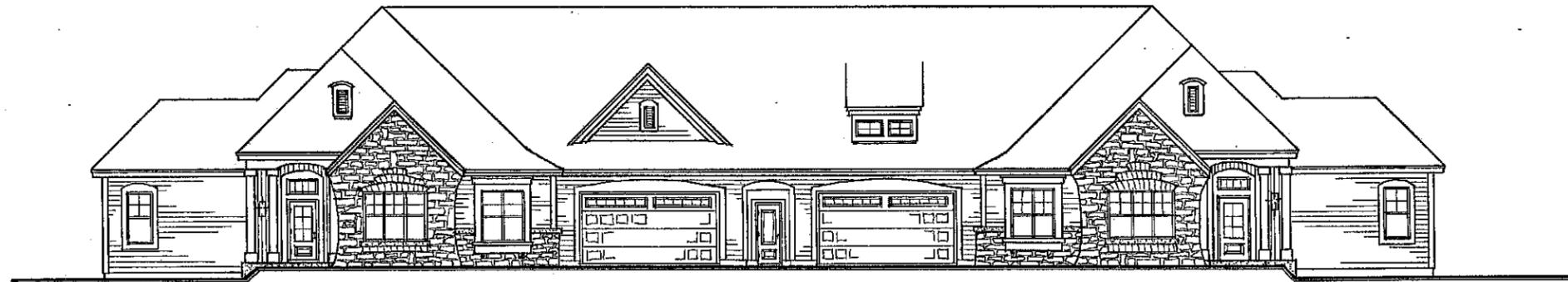
# The Dartmoor

1,834 SF

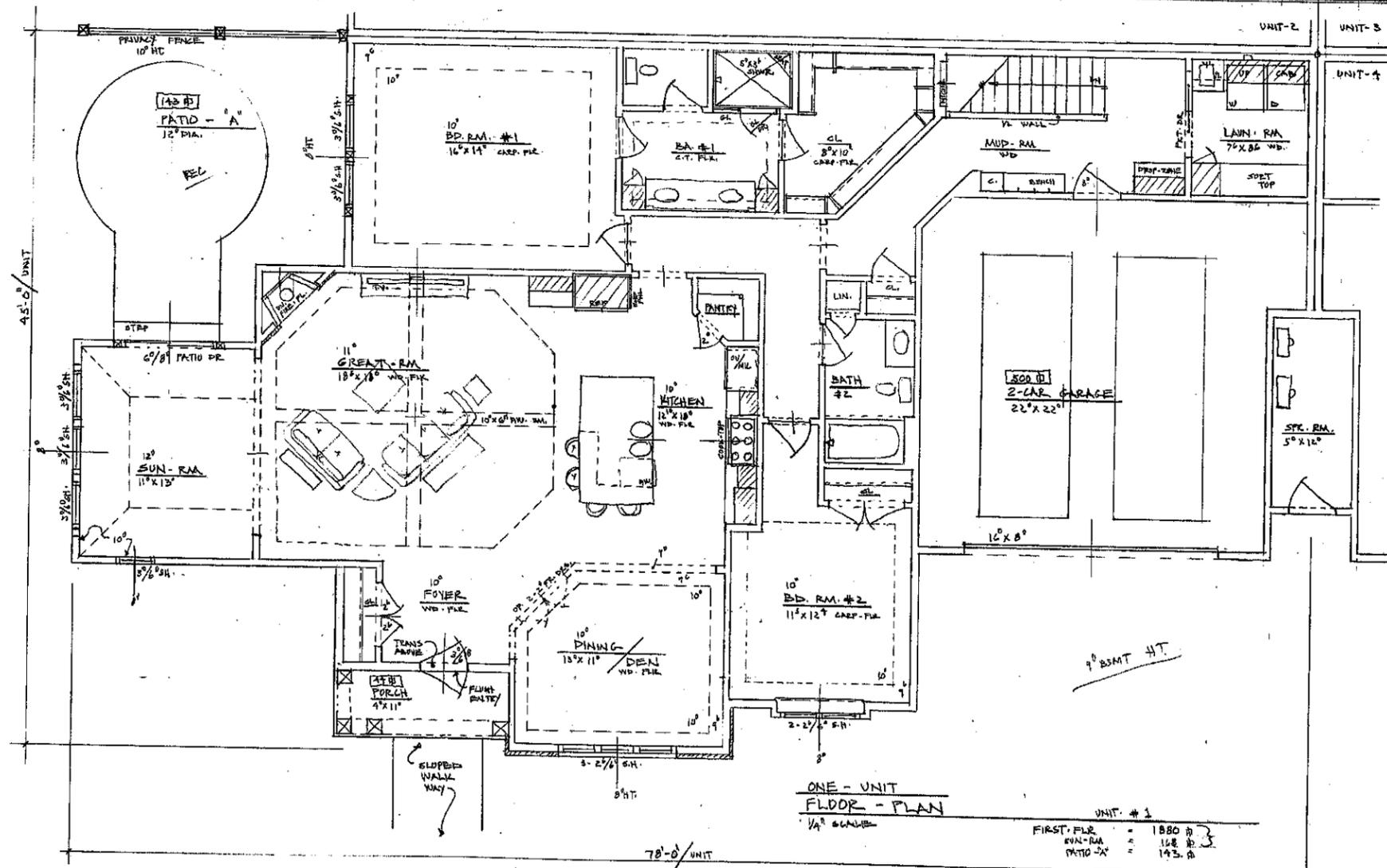




RIGHT & LEFT - ELEVATIONS.  
1/8" SCALE

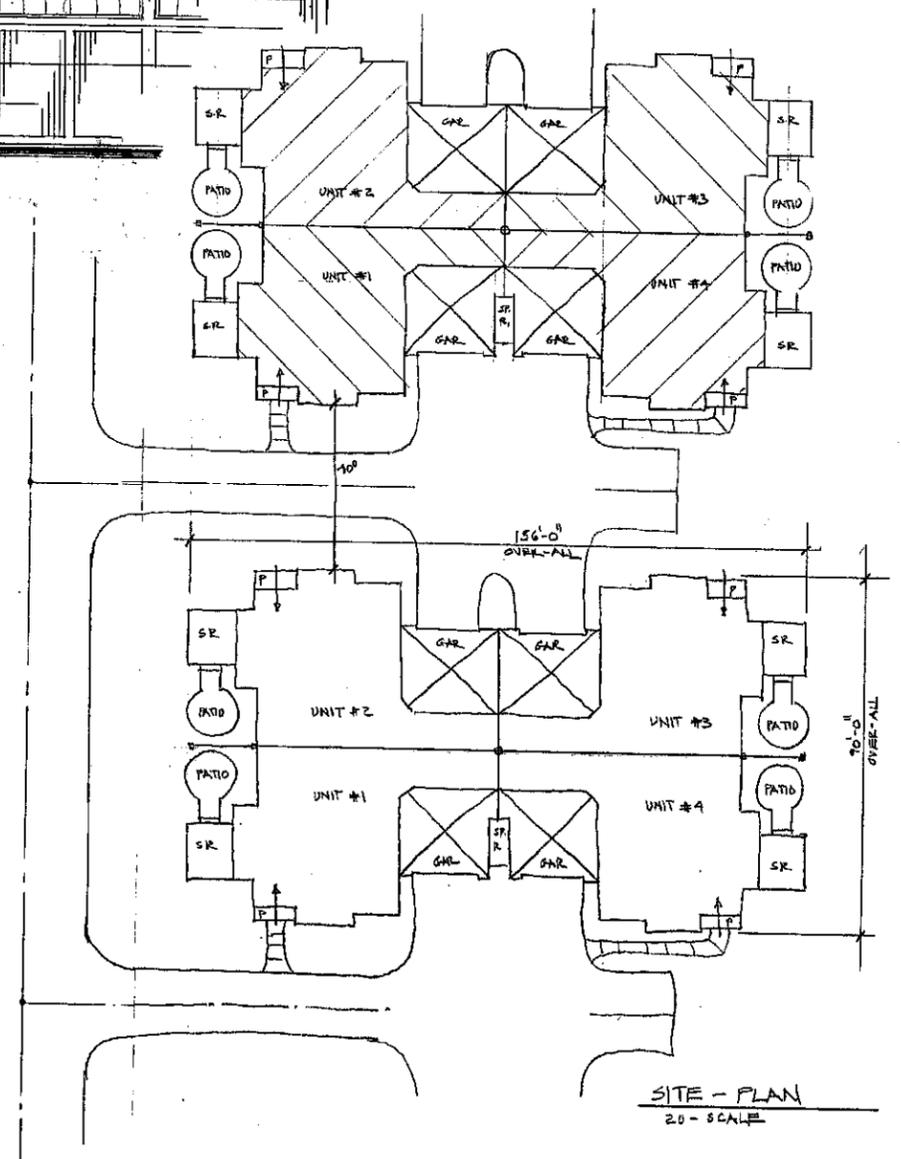


FRONT & REAR - ELEVATIONS  
1/8" SCALE



UNIT # 1

FIRST FLR	= 1880 sq ft
PORCH - PA	= 128 sq ft
PATIO - PA	= 143 sq ft
GARAGE	= 500 sq ft + 540 sq ft
FRONT PORCH	= 44 sq ft





**Village of Hartland  
Administration**

210 Cottonwood Ave, Hartland, WI 53029  
[www.villageofhartland.com](http://www.villageofhartland.com)

<b>Committee:</b> Village Board	<b>Memo Date:</b> September 22, 2020
<b>Village Board Item Number:</b> 7	<b>Meeting Date:</b> September 28, 2020
<b>Submitted By:</b> Ryan Bailey	
<b>Subject:</b> Request to Donate a surplused Village vehicle to Arrowhead High School	

**Details:** I was contacted by the owner of Hartland Service, Mike Kusch last week about the possibility of Hartland Service Purchasing a vehicle from the Village that we were going to sell at auction to give to Hartland Arrowhead for the Automotive class to work on a vehicle that runs. I requested that Mike Kusch provide us with a proposal for purchase to send to the Village Board. This proposal is attached and has asked the Village instead if we would be willing to donate this vehicle to Arrowhead for the students to work on.

**Financial Remarks:** Financial implications to the Village of a donation would be the loss of whatever sales value we would get at Auction if we instead donated the Vehicle. The Blue Book on this vehicle is around \$9,000 and previous experience we usually receive \$5,000-\$9,000 in Auction.

**Options & Alternatives:** We have three options:

1. Continue our normal process of putting this item into auction for sale with the funds going back into the corporate reserve fund.
2. Donate the Vehicle to Arrowhead Union High School
3. See what amount Hartland Service/Mike Kusch would pay for this vehicle to get it donated to Arrowhead.

**Executive Recommendation:** It's never been Village practice to donate our equipment but this donation would be to help the high school students. Staff would support any decision the Village Board makes on this.



CAR WASH

DETAIL CENTER

EMISSIONS TESTING CENTER

HOSE FABRICATION

Date: 9/22/20

Jeff Pfannerstill and the Village Board,

Hartland Service is assisting the Arrowhead Automotive Department and its new Auto Instructor Mike Wesp, to advise with curriculum, tool and equipment decisions. The shop equipment has not been updated in years. Mike Wesp has done a great job, on a limited budget, to purchase new tools for the students. My company has bought and donated tools for the shop, and will continue to monitor needs and provide help when asked.

In the past, vehicles have been donated to the Auto Shop for training purposes. Many of these cars did not run, or were too old to provide any real educational value. A newer car, with all of its parts in place and working will provide years of educational value.

I have found out that one of your older Chevrolet squads is headed to auction. This squad (2015 Chevrolet, VIN#2G1WD5E31F1155712) would provide a decade of training for the students at Arrowhead. I would ask that you consider donating it to the school. Hartland Service will consider helping with the cost of this donation if necessary.

Thanks for your consideration.

Mike Kusch  
*Mike Kusch*  
Hartland Service, Inc.



**Village of Hartland  
Administration**

210 Cottonwood Ave, Hartland, WI 53029  
[www.villageofhartland.com](http://www.villageofhartland.com)

<b>Committee:</b> Village Board	<b>Date:</b> 9-23-2020
<b>Village Board Item Number: 8</b>	<b>Date:</b> 9-28-2020
<b>Submitted By:</b> Tim Rhode, Village Administrator	
<b>Subject:</b> Discussion and Consideration for revised plans for remodeling the Village Board Room by BSI Project Team	

**Details:** The Village requested proposals from four different design service project teams back in January of 2020. The Firms submitted "scope of services" along with pricing for a potential remodel of Village Hall. The Village Board selected BSI and started the process of reviewing options for the Village Board Room. During the process, COVID hit in March of 2020, and the scope increased to help with a Village Hall front counter review. The Front Counter work could be covered by the State of Wisconsin COVID relief funds, due to the increased personal protection between guests and employees. Over the last few months, a small team of staff has met with BSI, and its design team to refine the design.

Monday, August 24th BSI attended the Village Board meeting to present a 3D rendering of both a remodel for the Board Room as well as the Administrative Front Counter. The Objective of the presentation is to confirm the direction and design is something that is in line with the expectations of the Village Board. Feedback was provided, and the team has adjusted the Board Room plan for review and discussion.

**Financial Remarks:** The original design plan for the Board Room was approximately \$375k-425k, of which about \$100k was a new camera, sound technology. As of the date of this packet, the BSI project team is still working on new cost estimates, which they plan to have for the Board Meeting.

**Options & Alternatives:**

The Village Board should review the new design and make comments. The VB could take action to move forward or ask for more changes. This project would be a 2021 project if it moved forward.

**Executive Recommendation:**

Review and Discuss the proposed designs with BSI architect and design team. If the VB wants to move forward, funding plans are ready to be presented based on the project's cost.



# The Greatest Value is an Extraordinary Partner

Village of Hartland

Lower Level Boardroom

09-23-2020 Revisions

# BSI Project Team

## Dedicated



**Brett Heikkila**  
Account Executive  
BSI



p 262.955.6239  
bheikkila@buildingservice.com

Brett will serve as your primary point of contact at BSI, while keeping your project on track by communicating all critical details to you and your team. With a Bachelor's Degree in Interior Design from the University of WI Stevens Point, Brett has both the education and over 16 years of professional experience in developing productive working environments.



**Alexandra Timm**  
Interior Designer  
BSI



p 262.955.6308  
atimm@buildingservice.com

Alex is an exceptionally creative & passionate Designer recognized for building repeat client relationships through exemplary customer service and design expertise. Through six years of experience in Corporate, Government, and Healthcare environments, Alex can guide her client through the design process with her knowledge of furniture and interior finishes.



**Justin Gauthier**  
Senior Systems Engineer  
BSI



p 262.955.6287  
jgauthier@buildingservice.com

As a Systems Designer, Justin is both CTS and DMC-E certified. With 16 years of industry experience, a Bachelor's Degree in Engineering and an Associate's Degree in Architectural Technology, Justin has a wide breadth of experience in designing systems and controls in both corporate and residential environments.



**Chris Walgren**  
Director of Architecture  
BSI



p 262.955.6277  
cwalgren@buildingservice.com

Licensed as an Architect in both Wisconsin and Minnesota, Chris oversees the Architectural Design Studio. With 25 years of experience in corporate, healthcare, and financial projects, his primary responsibility is to ensure that our designs respond to individual customer's needs. Working closely with additional BSI team members, this process often involves an initial consultation, schematic drawings for budgeting, digital renderings, and finally construction documents for BSI craftsmen to use on site. He has degrees in Architecture from UW-Milwaukee and is a member of WHEA, Wisconsin Healthcare Engineering Association.



**Justin Gelhausen**  
Construction Project Manager  
BSI

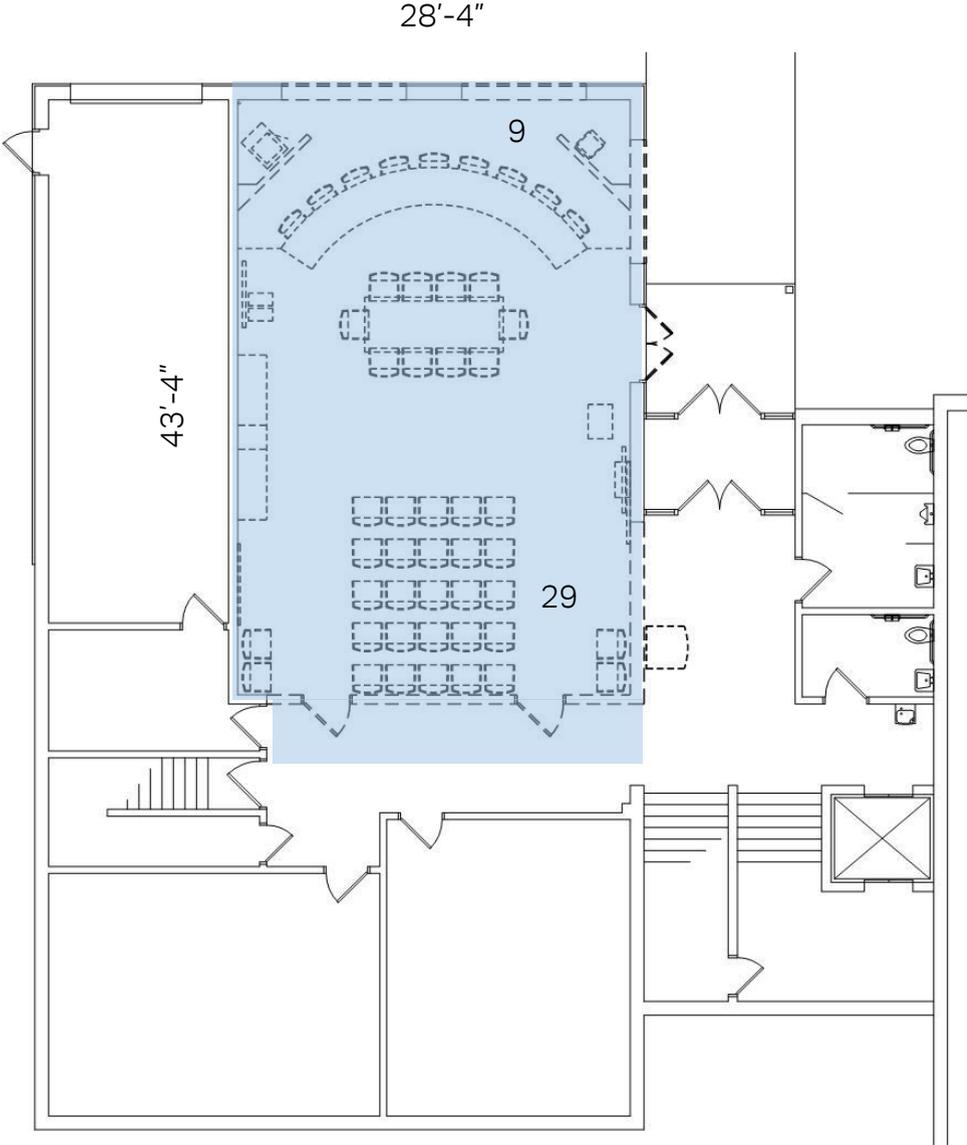


p 262.955.6238  
jgelhausen@buildingservice.com

As a Construction Project Manager with 13 years of experience, Justin is responsible for both estimating and project management. Justin helps projects stay on task and within budget throughout the full life cycle of a job. He has a Master's Degree in Project Management from the University of WI-Platteville. Justin specializes in thinking outside the box when it comes to problem solving, and has a unique attention to detail and organization that helps projects progress efficiently.

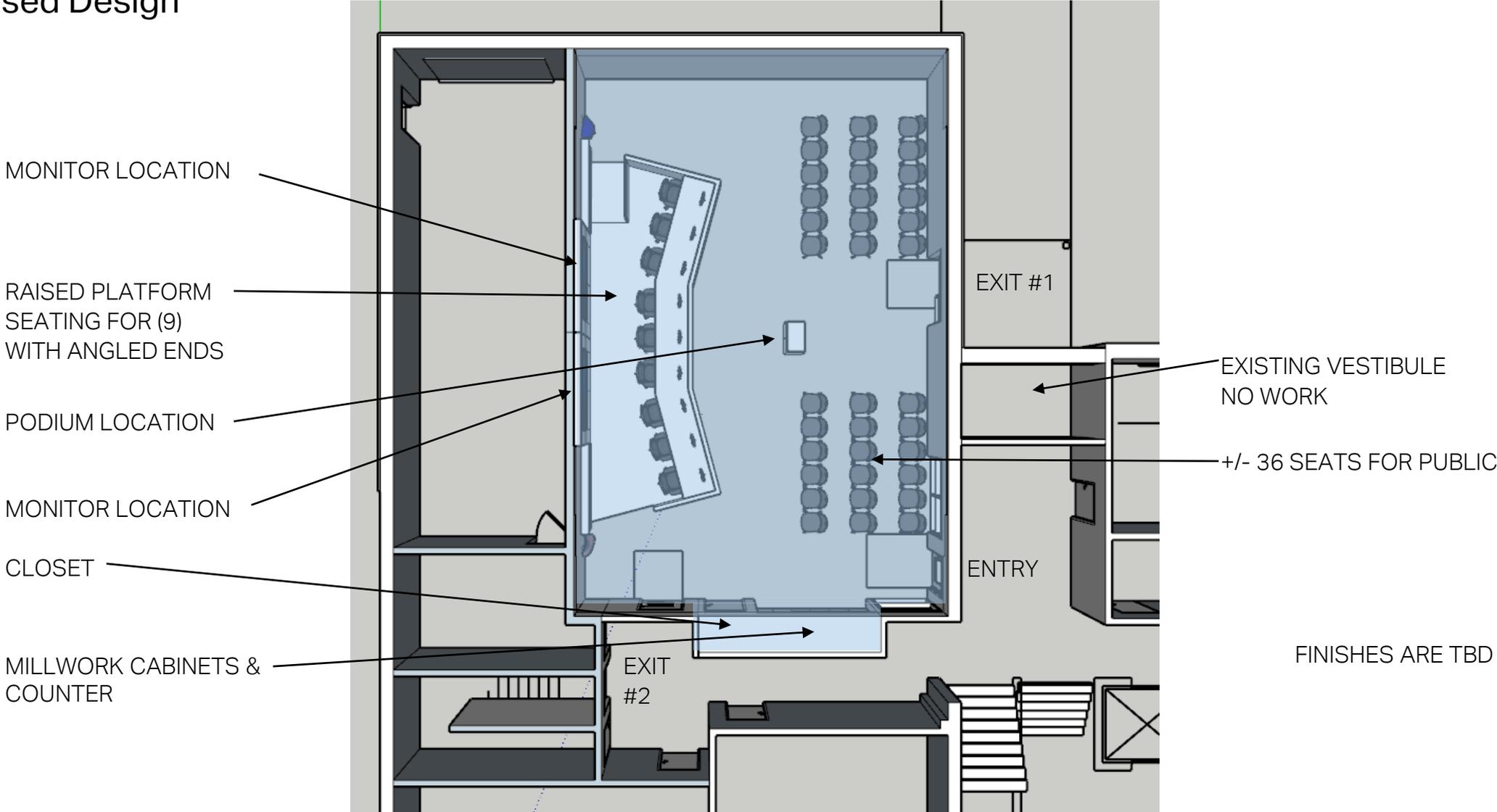
# Lower Level Boardroom

Existing Conditions



# Lower Level Boardroom

Proposed Design



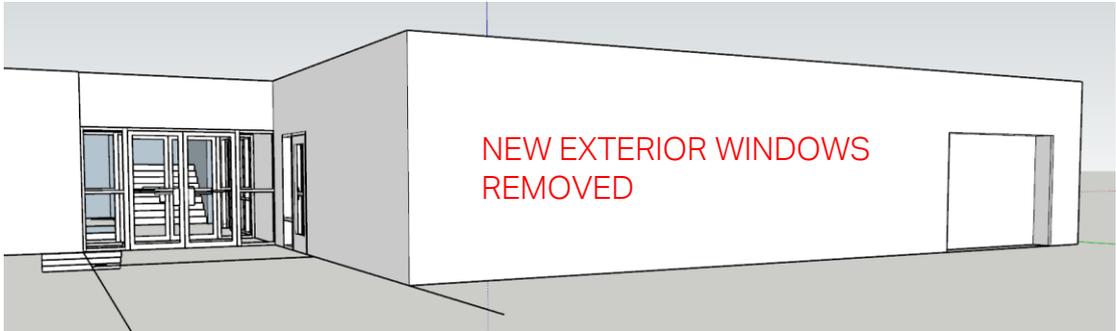
LOWER LEVEL NEW FLOOR PLAN

# Lower Level Boardroom

Proposed Design

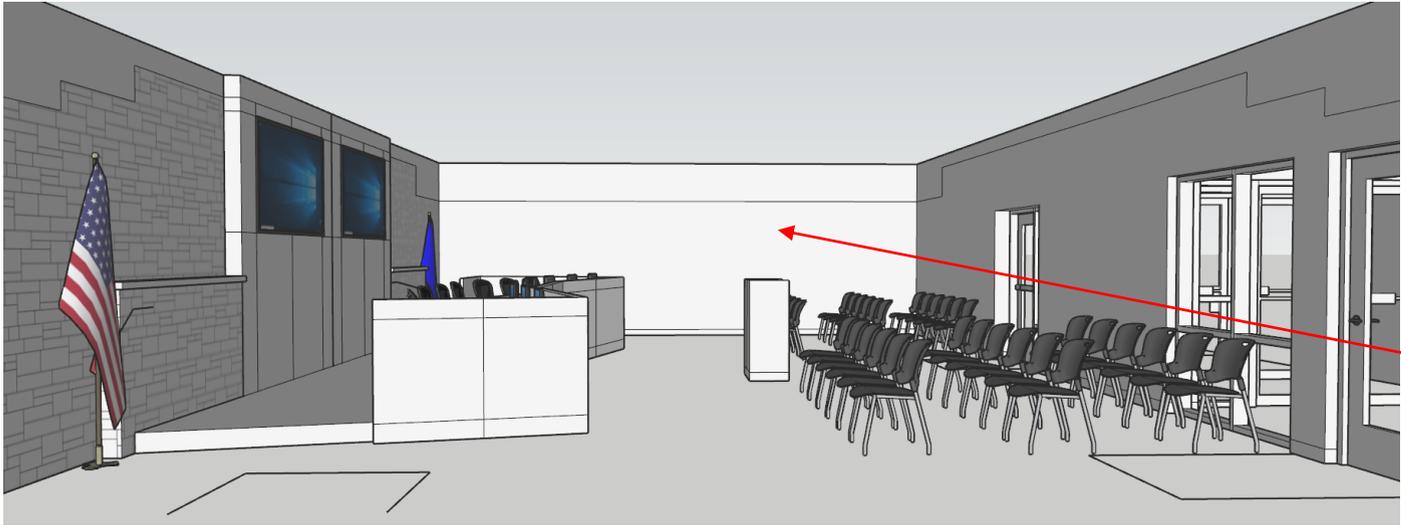


LOWER LEVEL NEW FLOOR PLAN



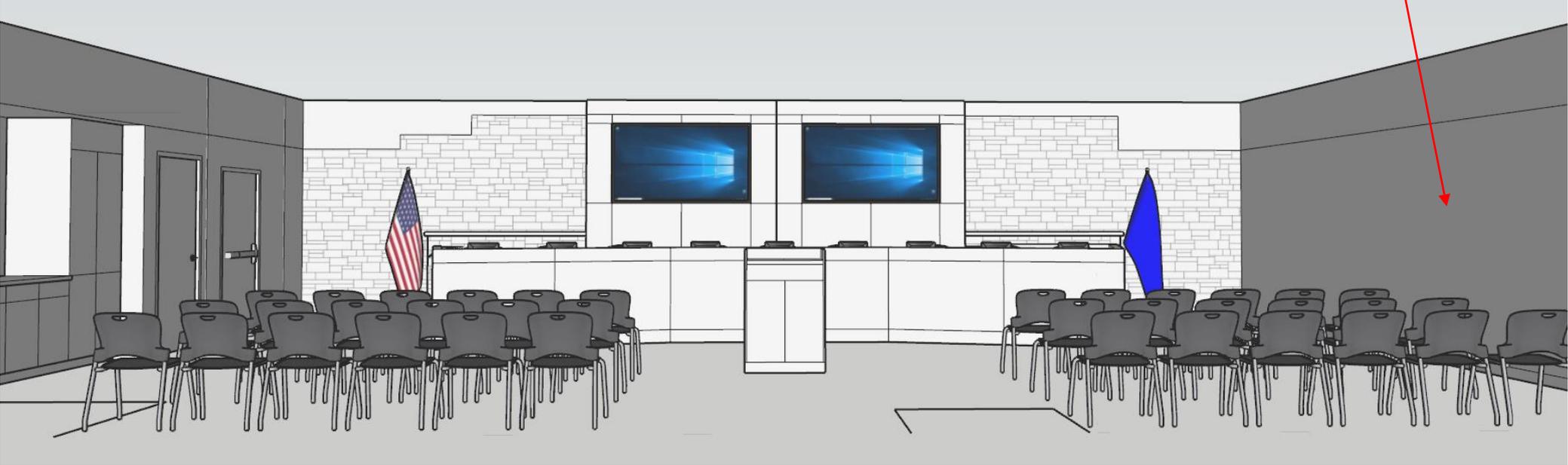
# Lower Level Boardroom

Proposed Design



LOOKING EAST

NEW EXTERIOR WINDOWS  
REMOVED



LOOKING NORTH



Thank you for this opportunity.