

Monday, April 22, 2019

Village Board
7:00 PM

McFarland Municipal Center
Community Room

AGENDA

1. CALL TO ORDER.
2. ATTENDANCE/ROLL CALL.
3. PROCLAMATION
 - a. A Proclamation designating May 19-25, 2019 as Public Works week in McFarland, Wisconsin.
4. PUBLIC ANNOUNCEMENTS AND COMMUNICATIONS.
 - a. Public Announcements
 - 1) Recognition of former Village Board members.
 - b. Public Communications
5. CONSENT AGENDA.
 - a. Motion to approve the minutes of the April 8, 2019 Village Board meeting.
 - b. Motion to approve the minutes of the April 16, 2019 Organizational Meeting of the Village Board.
 - c. Motion to approve pre-paid checks #74188-74201 in the amount of \$19,884.65 and current checks #74202-74317 in the amount of \$319,229.63.
 - d. Motion to approve the alcohol beverage operator's licenses for Korrena Tisue (Byrne's McFarland Tavern) and Isabel Laing (American Legion) for the period ending June 30, 2019.
6. PUBLIC APPEARANCES.
 - a. This is an opportunity for members of the public to address the Village Board. Members of the public who wish to address the board should fill out a public comment form and turn into the meeting chairperson. Members of the public may speak during public appearances or during their selected agenda item as they designate on the public comment form. Please adhere to the 3-minute time limit.
7. PUBLIC HEARING.
 - a. On proposed Resolution 2019-04: a resolution to discontinue as a public way a portion of Lot 24 of the Plat of Edward's Park and Lot 24 of the Plat of Blocks 5 and 6 of Edward's Park.
8. BUSINESS.

- a. Discussion and action on Resolution 2019-04: a resolution to discontinue as a public way a portion of Lot 24 of the Plat of Edward's Park and Lot 24 of the Plat of Blocks 5 and 6 of Edward's Park.
- b. Presentation regarding the 2018 Annual Report for the McFarland Food Pantry.
- c. Public Works Committee (Trustees Kolk & Adrian)
 - 1) Discussion and action regarding the purchase of a hydraulic breaker.
- d. Public Utilities Committee (Trustees Lytle & Kryzenske)
Public Works Committee (Trustees Kolk & Adrian)
 - 1) Discussion and action regarding a Sanitary Sewer Backup Manual.
- e. Discussion and action regarding the 2019-2020 Village committee, commission, and board appointments.
- f. Discussion and action regarding an agreement with the McFarland Chamber of Commerce for the use of room tax dollars.
- g. Discussion and action to set the schedule regarding the evaluation of proposals for strategic planning services.
- h. Authority, Board, Commission, and Committee agenda item requests, referrals, and updates.

9. ADJOURNMENT.

This meeting notice constitutes an official meeting of the above referenced group and was posted in accordance with all applicable laws related to Open Meetings Law. It is possible that members of and possibly a quorum of members of other governmental bodies of the municipality may be in attendance at the above stated meeting to gather information. No action will be taken by any governmental body at the above stated meeting other than the governmental body specifically referred to above in this notice. Upon reasonable notice, efforts will be made to accommodate the needs of disabled individuals. For additional information or to request this service, contact the McFarland Municipal Center at (608) 838-3153 or cassandra.suettinger@mcfarland.wi.us

PROCLAMATION

Designating May 19-25, 2019 as Public Works Week in McFarland, Wisconsin

WHEREAS, Public Works services and infrastructure provided in our community are an integral part of our citizens everyday lives; and

WHEREAS, the efficient operation of Public Works systems and programs such as the water system, sanitary sewers, streets, natural areas, building maintenance, storm sewers, vehicle maintenance, street trees, boulevards, compost site, garbage and recycling, open spaces and parks, are the cornerstone of the quality of life of our citizens who drive our streets, drink our water, flush toilets and so forth; and

WHEREAS, the health, safety and welfare of this community greatly depends on these facilities and services; and

WHEREAS, the quality and effectiveness of these Public Works services, as well as their planning, design, construction, and maintenance is vitally dependent upon the efforts and skill of Public Works employees; and

WHEREAS, these employees are the Village's silent heroes who guarantee that essential services are always working,

NOW, THEREFORE, be it resolved that we, the Village Board of McFarland do hereby proclaim that the week of May 19 through May 25, 2019 be designated as

Public Works Week

in the Village of McFarland and we call upon all citizens and civic organizations to acquaint themselves with the issues involved with providing our Public Works and to recognize the contributions which Public Works employees make every day to our health, safety welfare, comfort and quality of life.

Proclaimed at a regular meeting of the McFarland Village Board this 22nd day of April, 2019.

ATTEST:

APPROVED:

Cassandra Suettinger, Village Clerk

Brad Czebotar, Village President



VILLAGE BOARD SUMMARY SHEET

MEETING DATE: Monday, April 22, 2019

SECTION: Business

DEPARTMENT: Administration

CONTACT:

AGENDA ITEM: Recognition of former Village Board members.

PREVIOUS ACTION:

ISSUE SUMMARY:

The term of former Trustee Carolyn Clow and Shaun O'Hearn ended on April 15, 2019. They have been invited back to this meeting for the Village Board to recognize their service to the Community by serving on the Village Board.

FINANCIAL/BUDGET IMPACT:

VILLAGE PLAN REFERENCE:

ORDINANCE REFERENCE:

BOARD, COMMISSION OR COMMITTEE RECOMMENDATION:

ATTACHMENTS:

None

VILLAGE OF MCFARLAND
Village Board Minutes
Monday, April 8, 2019 - 7:00 PM

1. CALL TO ORDER.

Village President Czebotar called the regular meeting of the McFarland Village Board to order at 7:00pm in the Community Room of the McFarland Municipal Center.

2. ATTENDANCE/ROLL CALL.

Village Board members present: Village President Brad Czebotar, Village Trustee Jerry Adrian, Village Trustee Stephanie Brassington, Village Trustee Carolyn Clow, Village Trustee Mary Pat Lytle, Village Trustee Shaun O'Hearn

Village Board members not present: Village Trustee Dan Kolk

Staff Present: Administrator Matt Schuenke, Clerk/Treasurer Cassandra Suettinger, Police Chief Craig Sherven, Community Development Director Pauline Boness, Public Works Director Jim Hessling, and Fire/EMS Director Chris Dennis.

3. PUBLIC ANNOUNCEMENTS AND COMMUNICATIONS.

a. Public Announcements

1) 2018 Tree City USA Recognition.

b. Public Communications

1) I-39/90 North Segment Open House, Thursday, April 11, 2019 from 4 to 6 pm at the Town of Pleasant Springs Town Hall.

4. CONSENT AGENDA.

a. Motion to approve the minutes of the March 25, 2019 Village Board meeting.

b. Motion to approve pre-paid checks #74120-74128 in the amount of \$15,530.19 and current checks #74129-74187 in the amount of \$89,548.00.

Motion by Village President Brad Czebotar, second by Village Trustee Mary Pat Lytle, to approve the consent agenda as presented. Motion carries 6 - 0 - 0 by acclamation.

5. PUBLIC APPEARANCES.

- a. This is an opportunity for members of the public to address the Village Board. Members of the public who wish to address the board should fill out a public comment form and turn into the meeting chairperson. Members of the public may speak during public appearances or during their selected agenda item as they designate on the public comment form. Please adhere to the 3-minute time limit.

6. PUBLIC HEARING

- a. On Proposed Ordinance 2019-09: an ordinance adopting an amendment to the Village of McFarland Comprehensive Plan revising the future land use map designation for 4703 Terminal Drive from Industrial to Mixed Use/Flex Commercial.
President Czebotar opened the public hearing at 7:05 p.m. With no residents present and no one wishing to speak on the proposed ordinance President Czebotar closed the public hearing at 7:06 p.m.

7. BUSINESS.

- a. Discussion and action on Ordinance 2019-09: an ordinance adopting an amendment to the Village of McFarland Comprehensive Plan revising the future land use map designation for 4703 Terminal Drive from Industrial to Mixed Use/Flex Commercial.
Motion by Village President Brad Czebotar, second by Village Trustee Shaun O'Hearn, to approve Ordinance 2019-09: an ordinance adopting an amendment to the Village of McFarland Comprehensive Plan revising the future land use map designation for 4703 Terminal Drive from Industrial to Mixed Use/Flex Commercial. Motion carries 6 - 0 - 0 by acclamation.
- b. Plan Commission (President Czebotar & Trustee Kolk)
 - 1) Discussion and action regarding Ordinance 2019-03: an ordinance to rezone lands at 4703 Terminal Drive from the C-H zone, Highway Commercial District, to the Planned Development District - General Plan Approved and Detailed Plan Approved.
Motion by Village President Brad Czebotar, second by Village Trustee Stephanie Brassington, to approve regarding Ordinance 2019-03: an ordinance to rezone lands at 4703 Terminal Drive from the C-H zone, Highway Commercial District, to the Planned Development District - General Plan Approved and Detailed Plan Approved. Motion carries 0 - 0 - 0 by acclamation.

- 2) Discussion and action regarding the General Development Plan for 4703 Terminal Drive and the Detailed Development Plan for Phase 1 (apartments).

Motion by Village President Brad Czebotar, second by Village Trustee Stephanie Brassington, to approve the General Development Plan for 4703 Terminal Drive and the Detailed Development Plan for Phase 1 (apartments).

Motion by Trustee Clow, second by Trustee Adrian, to amend the motion that approval of the general development plan for 4703 Terminal Drive and the Detailed Development Plan for Phase 1 (apartments) but conditioned upon the following:

1. Staff approval of the final landscaping plan.
2. Village Engineer approval of final street, utility, stormwater, and erosion control plans as is necessary and appropriate.
3. Village Board approval of the project in its entirety through a development agreement.

Motion carries 6 - 0 - 0 by acclamati.

- 3) Discussion and action regarding a Certified Survey Map (CSM) for the property located at 4703 Terminal Drive.

Motion by Village President Brad Czebotar, second by Village Trustee Stephanie Brassington, to approve a Certified Survey Map (CSM) for the property located at 4703 Terminal Drive. Motion carries 6 - 0 - 0 by acclamation.

- c. Community Development Authority (Trustees Brassington & O'Hearn)

- 1) Discussion and action regarding Resolution #05-2019: a resolution approving an amendment to Redevelopment District No. 1 Boundary and Project Plan within Tax Increment District #3 revising the land use designation for 4703 Terminal Drive from Industrial to Mixed Use Commercial/Residential.

Motion by Village Trustee Stephanie Brassington, second by Village Trustee Shaun O'Hearn, to approve Resolution #05-2019: a resolution approving an amendment to Redevelopment District No. 1 Boundary and Project Plan within Tax Increment District #3 revising the land use designation for 4703 Terminal Drive from Industrial to Mixed Use Commercial/Residential. Motion carries 6 - 0 - 0 by acclamation.

- 2) Discussion and action regarding the establishment of a fee within the Tax Increment Financing Development Incentives Policy Manual together with minor text changes relating to payback of TIF loans.

Motion by Village Trustee Shaun O'Hearn, second by Village Trustee Stephanie Brassington, to approve the establishment of a fee within the Tax Increment Financing Development Incentives Policy Manual together with minor text changes relating to payback of TIF loans. Motion carries 0 - 0 - 0 by acclamation.

- d. Community Development Authority (Trustees Brassington & O'Hearn)
Personnel Committee (President Czebotar & Trustee Kolk)

- 1) Discussion and action regarding the job description and approval to fill the vacancy for the Community and Economic Development Director position within the Community Development Department.

Motion by Village President Brad Czebotar, second by Village Trustee Shaun O'Hearn, to approve the job description and approval to fill the vacancy for the Community and Economic Development Director position within the Community Development Department. Motion carries 6 - 0 - 0 by acclamation.

- e. Personnel Committee (President Czebotar & Trustee Kolk)
Public Utilities Committee (Trustees Lytle & Brassington)
Public Works Committee (Trustees Clow & Adrian)

- 1) Discussion and action regarding the position description, classification, and approval to fill the vacancy for the Streets/Utilities Superintendent position within the Public Works Department.

Motion by Village President Brad Czebotar, second by Village Trustee Carolyn Clow, to approve the position description, classification at grade 17, and approval to fill the vacancy for the Streets/Utilities Superintendent position within the Public Works Department. Motion carries 6 - 0 - 0 by acclamation.

- f. Parks, Recreation, and Natural Resources Committee (Trustees Kolk & O'Hearn)
Personnel Committee (President Czebotar & Trustee Kolk)

- 1) Discussion and action regarding the position description, classification, and approval to fill the vacancy for the Parks Superintendent position within the Public Works Department.

Motion by Village President Brad Czebotar, second by Village Trustee Shaun O'Hearn, to approve the position description, classification of grade 14, and approval to fill the vacancy for the Parks Superintendent position within the Public Works Department. Motion carries 6 - 0 - 0 by acclamation.

- g. Personnel Committee (President Czebotar & Trustee Kolk)
Public Safety Committee (Trustees Adrian & Clow)

- 1) Discussion and action regarding the position description, classification, and permission to fill the vacancy for the Administrative Captain position within the the Fire and Rescue Department.

Village Administrator Schuenke provided an overview of the position as proposed. The position had already been established, however, historically the Village has favored filling more 24-hr EMTS. This time around the Village felt they needed more high level support to assist the Chief, as the only other command staff are volunteers. Additionally, the additional administrative presence would help provide leadership. This position will also take on a lot of training requirements which are quite intensive. The position will also serve as an EMT.

Motion by Village President Brad Czebatar, second by Village Trustee Jerry Adrian, to approve the position description, classification, and permission to fill the vacancy for the Administrative Captain position within the the Fire and Rescue Department. Motion carries 0 - 0 - 0 by acclamation.

- h. Public Safety Committee (Trustees Adrian & Clow)

- 1) Discussion and action on a Class B Liquor license for the McFarland House Cafe for the period ending June 30, 2019.

Trustee O'Hearn recused himself from the agenda items and removed himself from the table.

Motion by Village Trustee Jerry Adrian, second by Village Trustee Carolyn Clow, to approve Discussion and action on a Class B Liquor license for the McFarland House Cafe for the period ending June 30, 2019 with the condition that the Class C wine license be surrendered upon issuance of the class b combo liquor license. Motion carries 6 - 0 - 0 by acclamation.

- 2) Discussion and action on a request from the McFarland House Cafe to expand its licensed alcohol premise to include a 1,300 square foot outdoor drinking area for the licensing period of July 1, 2019 through June 30, 2020.

Motion by Trustee Adrian, second by Trustee Clow, to approve approval of the current licensed area for the period of July 1, 2019 through June 30, 2020, with the condition the Clerk/Treasurer being authorized and directed to amend the license to revise the description of the licensed premise to include the new areas of the 2nd and 3rd floor of the McFarland House Café the 1st floor and basement of the greenhouse, and the 1,300 square foot deck area as conceptually provided on the attached site plan dated November 20, 2018 upon satisfaction of the following requirements:

1. Approval of a detailed site plan;
2. Inspection and approval from the McFarland Fire Department prior to the issuance of an occupancy permit;
3. Issuance of an occupancy permit from the building Inspector; and
4. Continue to explore onsite parking expansion as part of the site plan development.

Motion carries 5 - 0 - 0, by acclamation.

- i. Authority, Board, Commission, and Committee agenda item requests, referrals, and updates.
(None)

8. ADJOURNMENT.

Motion by Village Trustee Stephanie Brassington, second by Village Trustee Jerry Adrian, to adjourn at 7:32 p.m.

Pursuant to law, written notice of this meeting was given to the public and posted on the public bulletin boards in accordance with Open Meetings Law.

Respectfully submitted,
Cassandra Suettinger
Clerk/Treasure

VILLAGE OF MCFARLAND
Special Village Board Minutes

Tuesday, April 16, 2019 - 5:30 PM

1. CALL TO ORDER.

Village President Czebotar called the Organizational Meeting of the McFarland Village Board to order at 5:30 pm in Conference Room A of the McFarland Municipal Center.

2. ATTENDANCE/ROLL CALL.

Village Board members present: Village President Brad Czebotar, Village Trustee Jerry Adrian, Stephanie Brassington, Mary Pat Lytle, Eric Kryzenske, and Clair Utter.

Village Board members not present: Village Trustee Dan Kolk.

Staff Present: Administrator Matt Schuenke.

3. BUSINESS.

a. Ceremonial swearing of elected Trustees Stephanie Brassington, Eric Kryzenske, Clair Utter and Village President Brad Czebotar.

The Village Administrator performed the oath of office for the Village Trustee position for Stephanie Brassington, Eric Kryzenske, and Clair Utter.

The Village Administrator performed the oath of office for the Village President position for Brad Czebotar.

b. Committee Appointments

1) Confirmation of appointments of Village Board members to boards, commissions, and committees as recommended by the Village President.

President Czebotar presented his appointments of Village Board members to boards, commissions, and committees.

A motion was made by Trustee Adrian, seconded by Trustee Lytle, for the Village Board to confirm the appointments of Village Board members to boards, commissions, and committees as presented by the Village President.

Trustee Utter requested he not be appointed to the Landmarks Commission in order to avoid his perceived conflict of interest with his work as a member of the board for the McFarland Historical Society.

Trustee Brassington volunteered to serve on the Landmarks Commission in place of Trustee Utter.

The motion by Trustee Adrian, seconded by Trustee Lytle, was amended for the Village Board to confirm the appointments of Village Board members to boards, commissions, and committees as presented by the Village President with Trustee Brassington appointed as Chair of the Landmarks Commission in place of Trustee Utter. Motion carried 6 - 0 - 0.

2) Election of Trustee Lytle as the village Board representative on the Library Board (2/3 vote required) as recommended by the Village President.

President Czebotar stated that he has appointed Trustee Lytle to the Library Board as the Village Board representative.

A motion was made by Trustee Adrian, seconded by Trustee Utter, and unanimously carried by the Village Board to confirm the appointment of Trustee Lytle to the Library Board as the Village Board representative. Motion carried 6 - 0 - 0.

3) Election of Trustee Kolk as the Village Board representative to the Plan Commission (2/3 vote required) as recommended by the Village President.

President Czebotar stated that he has appointed Trustee Kolk to the Plan Commission as the Village Board representative.

A motion was made by Trustee Utter, seconded by Trustee Brassington, and unanimously carried by the Village Board to confirm the appointment of Trustee Kolk to the Plan Commission as the Village Board representative. Motion carried 6 - 0 - 0.

c. Organizational Issues

1) Process and timetable for appointment of citizen members to boards, commissions, and committees.

President Czebotar stated that he is working with the Village Clerk/Treasurer on finalizing the roster for resident appointments to boards, commissions, and committees. This will be presented to the Village Board as part of the meeting on April 22, 2019. Once the presented appointments are in place then we will continue to work on filling noted vacancies as needed.

4. ADJOURNMENT.

Motion by Trustee Utter, second by Trustee Kryzenske, and unanimously carried by the Village Board to adjourn at 5:42 pm.

Pursuant to law, written notice of this meeting was given to the public and posted on the public bulletin boards in accordance with Open Meetings Law.

Respectfully submitted,
Matthew G. Schuenke
Village Administrator

Report Criteria:

Report type: GL detail

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Description	Invoice Number	Invoice Sequence	Invoice GL Account	Check Amount	
04/19	04/19/2019	74027	2216	ANDRES MEDICAL	FEB COLLECTIONS	245996	1	100-46230-000	1,092.23-	V
Total 74027:									1,092.23-	
04/19	04/12/2019	74188	30	ALLIANT ENERGY/WP&L	WELL #1	040219	1	600-53716-220-000	455.28	
04/19	04/12/2019	74188	30	ALLIANT ENERGY/WP&L	WELL #1	040219	2	600-53716-340-000	63.91	
04/19	04/12/2019	74188	30	ALLIANT ENERGY/WP&L	FLOWER CORNER	040219	3	100-55200-220-000	18.53	
04/19	04/12/2019	74188	30	ALLIANT ENERGY/WP&L	GAZEBO	040219	4	100-55200-220-000	41.70	
04/19	04/12/2019	74188	30	ALLIANT ENERGY/WP&L	STREET LIGHTING (#1)	040219	5	100-53000-291-000	9,176.54	
04/19	04/12/2019	74188	30	ALLIANT ENERGY/WP&L	TRAFFIC FLASHERS - FARWELL ST (1)	040219	6	100-53000-291-000	18.77	
Total 74188:									9,774.73	
04/19	04/12/2019	74189	161	CHASE LUMBER AND FUEL INC	DRAWER HARDWARE	0003/200006	1	205-55110-242-000	10.00	
Total 74189:									10.00	
04/19	04/12/2019	74190	16977	CORE DISTINCTION GROUP LL	CONSULTANT SERVICES	040919	1	305-56700-210-000	4,000.00	
Total 74190:									4,000.00	
04/19	04/12/2019	74191	228	DANE CO CITIES & VILLAGES	ANNUAL MEETING-CZEBOTAR & RINDFLEIS	040919	1	100-51100-330-000	40.00	
Total 74191:									40.00	
04/19	04/12/2019	74192	1921	FRONTIER	LIBRARY PHONE	032219	1	205-55110-221-000	70.12	
Total 74192:									70.12	
04/19	04/12/2019	74193	516	KWIK TRIP INC	PD FUEL	00176007-04	1	100-52100-341-000	1,095.23	
Total 74193:									1,095.23	
04/19	04/12/2019	74194	748	PURCHASE POWER	METER RENTAL	041019	1	100-51420-311-000	180.00	
04/19	04/12/2019	74194	748	PURCHASE POWER	SERVICE AGREEMENT	041019	2	100-51420-310-000	94.74	

M = Manual Check, V = Void Check

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Description	Invoice Number	Invoice Sequence	Invoice GL Account	Check Amount
Total 74194:									274.74
04/19	04/12/2019	74195	16257	CORPORATE BUSINESS SYSTE	PW COLOR COPY OVERAGES	255042	1	600-53610-310-000	23.61
04/19	04/12/2019	74195	16257	CORPORATE BUSINESS SYSTE	PW COLOR COPY OVERAGES	255042	2	600-53710-310-000	23.61
04/19	04/12/2019	74195	16257	CORPORATE BUSINESS SYSTE	PW COLOR COPY OVERAGES	255042	3	605-53440-310-000	23.61
Total 74195:									70.83
04/19	04/19/2019	74202	16808	ALBRECHT, MARCIA	ELECTION WORKER	040219	1	100-51440-120-000	33.24
04/19	04/19/2019	74202	16808	ALBRECHT, MARCIA	MBOC WORK	040219	2	100-51440-120-000	92.50
Total 74202:									125.74
04/19	04/19/2019	74203	17108	ALEXANDER, PENNY	REFUND DUPLICATE PMT ON FINAL BILL	041519	1	001-1115	56.79
Total 74203:									56.79
04/19	04/19/2019	74204	30	ALLIANT ENERGY/WP&L	MUNICIPAL CENTER	040919	1	100-51600-220-000	3,002.44
04/19	04/19/2019	74204	30	ALLIANT ENERGY/WP&L	LIBRARY	040919	2	205-55110-220-000	2,026.94
04/19	04/19/2019	74204	30	ALLIANT ENERGY/WP&L	WELL #4	040919	3	600-53716-220-000	1,367.80
04/19	04/19/2019	74204	30	ALLIANT ENERGY/WP&L	LIFT #5	040919	4	600-53615-220-000	177.95
04/19	04/19/2019	74204	30	ALLIANT ENERGY/WP&L	SOCCER BUILDING	040919	5	100-55200-220-000	74.64
Total 74204:									6,649.77
04/19	04/19/2019	74205	2216	ANDRES MEDICAL	JANUARY COLLECTIONS	245783	1	100-46230-000	1,257.50
04/19	04/19/2019	74205	2216	ANDRES MEDICAL	FEB COLLECTIONS	245996	1	100-46230-000	1,092.23
04/19	04/19/2019	74205	2216	ANDRES MEDICAL	MARCH COLLECTIONS	246125	1	100-46230-000	995.76
Total 74205:									3,345.49
04/19	04/19/2019	74206	10	ARAMARK	MATS	1640770291	1	205-55110-242-000	55.79
04/19	04/19/2019	74206	10	ARAMARK	MAT RENTAL	1640779925	1	205-55110-242-000	55.79
Total 74206:									111.58
04/19	04/19/2019	74207	16979	AYRES ASSOCIATES	AQUATICS STUDY	179943	1	400-57140-211-000	6,275.00

M = Manual Check, V = Void Check

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Description	Invoice Number	Invoice Sequence	Invoice GL Account	Check Amount
Total 74207:									6,275.00
04/19	04/19/2019	74208	2305	BACKES, JOE	ELECTION INSPECTOR	040219	1	100-51440-120-000	41.06
Total 74208:									41.06
04/19	04/19/2019	74209	68	BADGER WELDING SUPP INC	OXYGEN	3524987	1	100-53000-340-000	9.76
04/19	04/19/2019	74209	68	BADGER WELDING SUPP INC	OXYGEN	3524987	2	600-53716-340-000	2.67
04/19	04/19/2019	74209	68	BADGER WELDING SUPP INC	OXYGEN	3524987	3	600-53616-340-000	2.66
04/19	04/19/2019	74209	68	BADGER WELDING SUPP INC	OXYGEN	3524987	4	605-53440-340-000	2.66
Total 74209:									17.75
04/19	04/19/2019	74210	74	BAKER & TAYLOR BOOKS	JUVENILE BOOKS	2034445078	1	205-55110-344-000	30.80
04/19	04/19/2019	74210	74	BAKER & TAYLOR BOOKS	ADULT BOOKS	2034445176	1	205-55110-344-000	292.44
04/19	04/19/2019	74210	74	BAKER & TAYLOR BOOKS	ADULT BOOKS	2034465466	1	205-55110-344-000	605.40
04/19	04/19/2019	74210	74	BAKER & TAYLOR BOOKS	ADULT BOOKS	2034466770	1	205-55110-344-000	918.25
Total 74210:									1,846.89
04/19	04/19/2019	74211	104	BOBCAT OF MADISON INC.	TOOLCAT FILTERS	01-75096	1	100-53000-241-000	92.09
04/19	04/19/2019	74211	104	BOBCAT OF MADISON INC.	TOOLCAT FILTERS	01-75096	2	600-53718-241-000	25.11
04/19	04/19/2019	74211	104	BOBCAT OF MADISON INC.	TOOLCAT FILTERS	01-75096	3	600-53616-241-000	25.12
04/19	04/19/2019	74211	104	BOBCAT OF MADISON INC.	TOOLCAT FILTERS	01-75096	4	605-53440-241-000	25.12
Total 74211:									167.44
04/19	04/19/2019	74212	109	BONESS, PAULINE	MILEAGE	PB041119	1	100-52400-341-000	29.28
Total 74212:									29.28
04/19	04/19/2019	74213	1256	BOUND TREE MEDICAL, LLC	EMS - SUPPLIES	83171640	1	100-52200-340-000	46.59
04/19	04/19/2019	74213	1256	BOUND TREE MEDICAL, LLC	EMS - SUPPLIES	83171641	1	100-52200-340-000	120.30
Total 74213:									166.89
04/19	04/19/2019	74214	17105	BRAINSTORM INC	JUVENILE BOOKS	103853	1	205-55110-344-000	464.87

M = Manual Check, V = Void Check

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Description	Invoice Number	Invoice Sequence	Invoice GL Account	Check Amount
Total 74214:									464.87
04/19	04/19/2019	74215	1972	BURNS, MELINDA	ELECTION INSPECTOR	040219	1	100-51440-120-000	46.92
Total 74215:									46.92
04/19	04/19/2019	74216	1909	CATERPILLAR FINANCIAL SER	LOADER LEASE	19799931	1	400-57310-811-102	1,593.00
Total 74216:									1,593.00
04/19	04/19/2019	74217	16970	CHERNEY, MELISSA	ELECTION INSPECTOR	040219	1	100-51440-120-000	41.06
04/19	04/19/2019	74217	16970	CHERNEY, MELISSA	MBOC WORK	040219	2	100-51440-120-000	92.50
Total 74217:									133.56
04/19	04/19/2019	74218	16247	CITY TREASURER	STORM WATER CHARGE	71006:APR1	1	605-53440-530-000	20.21
Total 74218:									20.21
04/19	04/19/2019	74219	16928	COLBY, JEAN	ELECTION WORKER	040219	1	100-51440-120-000	58.65
Total 74219:									58.65
04/19	04/19/2019	74220	194	CONCENTRA	PRE-EMPLOYMENT SCREENING	102958406	1	100-55200-210-000	136.50
Total 74220:									136.50
04/19	04/19/2019	74221	1989	CORPORATE BUSINESS SYSTE	ADMIN COPIER METER READING	24557590	1	100-51420-240-000	190.54
04/19	04/19/2019	74221	1989	CORPORATE BUSINESS SYSTE	PW COPIER	24583697	1	605-53440-310-000	31.12
04/19	04/19/2019	74221	1989	CORPORATE BUSINESS SYSTE	PW COPIER	24583697	2	600-53710-310-000	31.12
04/19	04/19/2019	74221	1989	CORPORATE BUSINESS SYSTE	PW COPIER	24583697	3	600-53610-310-000	31.12
Total 74221:									283.90
04/19	04/19/2019	74222	16257	CORPORATE BUSINESS SYSTE	COPIER LEASE	255521	1	205-55110-240-000	13.07
04/19	04/19/2019	74222	16257	CORPORATE BUSINESS SYSTE	COPIER LEASE	255522	1	205-55110-240-000	124.23

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GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Description	Invoice Number	Invoice Sequence	Invoice GL Account	Check Amount
Total 74222:									137.30
04/19	04/19/2019	74223	17109	CRONK, JEFFREY	OVERPAYMENT ON CITATION	041519	1	100-45130-000	10.00
Total 74223:									10.00
04/19	04/19/2019	74224	16296	DANE CO DEPT OF HUMAN SV	MEALSITE DONATION - MCFARLAND	MARCH2019	1	100-2435	1,976.00
04/19	04/19/2019	74224	16296	DANE CO DEPT OF HUMAN SV	MEALSITE DONATION - CAMBRIDGE	MARCH2019	2	100-2435	659.00
Total 74224:									2,635.00
04/19	04/19/2019	74225	247	DANE CO TREASURER	JAIL & SURCHARGES - MARCH	154-040119	1	100-45110-000	2,017.91
Total 74225:									2,017.91
04/19	04/19/2019	74226	17045	DETROIT SALT COMPANY	ROAD SALT	83961	1	100-53000-370-000	16,097.88
Total 74226:									16,097.88
04/19	04/19/2019	74227	281	DIGGERS HOTLINE INC	LOCATES	190 3 37601	1	600-53710-210-000	176.86
04/19	04/19/2019	74227	281	DIGGERS HOTLINE INC	LOCATES	190 3 37601	2	600-53610-210-000	176.86
Total 74227:									353.72
04/19	04/19/2019	74228	1358	EBI INC	FURNITURE REPLACEMENT AND REPAIR	144867	1	400-57220-825-103	5,344.46
04/19	04/19/2019	74228	1358	EBI INC	F&R TABLES	145002	1	400-57220-811-104	1,748.00
Total 74228:									7,092.46
04/19	04/19/2019	74229	1146	ENGRAVING & TROPHY SPECI	8 PLASTIC TAGS	59010	1	100-52200-340-000	80.00
Total 74229:									80.00
04/19	04/19/2019	74230	341	ENVIRONMENT CONTROL	JANITORIAL SERVICES	9734-613	1	205-55110-210-000	1,304.00
Total 74230:									1,304.00
04/19	04/19/2019	74231	16971	ERSTAD, CAROL	ELECTION INSPECTOR	040219	1	100-51440-120-000	41.06

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GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Description	Invoice Number	Invoice Sequence	Invoice GL Account	Check Amount
Total 74231:									41.06
04/19	04/19/2019	74232	1387	FLEURY, DAWN	KITCHEN SUPPLIES - N	DF030419	1	100-54600-141-000	25.71
Total 74232:									25.71
04/19	04/19/2019	74233	17107	FOUNDATION BUILDING MATE	CEILING TILES	59137146-00	1	100-51600-242-000	105.60
Total 74233:									105.60
04/19	04/19/2019	74234	16972	FOUST, C.W.	ELECTION INSPECTOR	040219	1	100-51440-120-000	41.06
Total 74234:									41.06
04/19	04/19/2019	74235	17092	GENERAL ENGINEERING COM	BUILDING INSPECTION SERVICES	02	1	100-52400-211-000	9,053.98
Total 74235:									9,053.98
04/19	04/19/2019	74236	16992	GLASSWORKS OF WISCONSIN,	WINDSHIELD LABOR/REPAIR	67593	1	100-53000-241-000	151.25
04/19	04/19/2019	74236	16992	GLASSWORKS OF WISCONSIN,	WINDSHIELD LABOR/REPAIR	67593	2	600-53718-241-000	41.25
04/19	04/19/2019	74236	16992	GLASSWORKS OF WISCONSIN,	WINDSHIELD LABOR/REPAIR	67593	3	600-53616-241-000	41.25
04/19	04/19/2019	74236	16992	GLASSWORKS OF WISCONSIN,	WINDSHIELD LABOR/REPAIR	67593	4	605-53440-241-000	41.25
Total 74236:									275.00
04/19	04/19/2019	74237	17104	GLOBAL WATER TECHNOLOGY	CHEMICAL HVAC TREATMENT	35187	1	205-55110-242-000	969.47
Total 74237:									969.47
04/19	04/19/2019	74238	16579	GRIFFITH, JOHN	MILEAGE	JG032819	1	100-52400-341-000	14.50
Total 74238:									14.50
04/19	04/19/2019	74239	16421	HALEY, MARY	ELECTION WORKER	040219	1	100-51440-120-000	33.24
Total 74239:									33.24
04/19	04/19/2019	74240	1694	HEARTLAND LITHO	ENVELOPES	65156	1	600-53710-310-000	365.00

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GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Description	Invoice Number	Invoice Sequence	Invoice GL Account	Check Amount
04/19	04/19/2019	74240	1694	HEARTLAND LITHO	ENVELOPES	65156	2	600-53610-310-000	365.00
Total 74240:									730.00
04/19	04/19/2019	74241	442	HOMETOWN NEWS LIMITED PA	VILLAGE BOARD MINUTES	4184-033119	1	100-51100-321-000	172.94
04/19	04/19/2019	74241	442	HOMETOWN NEWS LIMITED PA	PLAN PUBLIC HEARING - ORD 2019-08	4184-033119	2	100-51100-321-000	28.13
04/19	04/19/2019	74241	442	HOMETOWN NEWS LIMITED PA	PLAN PUBLIC HEARING - ORD 2019-03	4184-033119	3	100-51100-321-000	90.06
04/19	04/19/2019	74241	442	HOMETOWN NEWS LIMITED PA	PLAN PUBLIC HEARING - RCA TRUST DETAI	4184-033119	4	100-51100-321-000	24.05
04/19	04/19/2019	74241	442	HOMETOWN NEWS LIMITED PA	VILLAGE BOARD PUBLIC HEARING - OR 201	4184-033119	5	100-51100-321-000	29.26
04/19	04/19/2019	74241	442	HOMETOWN NEWS LIMITED PA	VILLAGE BOARD PUBLIC HEARING - RES 20	4184-033119	6	100-51100-321-000	46.74
04/19	04/19/2019	74241	442	HOMETOWN NEWS LIMITED PA	CARE FACILITY VOTING	4184-033119	7	100-51440-321-000	34.09
04/19	04/19/2019	74241	442	HOMETOWN NEWS LIMITED PA	PUBLIC TEST NOTICE	4184-033119	8	100-51440-321-000	9.65
04/19	04/19/2019	74241	442	HOMETOWN NEWS LIMITED PA	TYPE B NOTICE & SAMPLE BALLOT	4184-033119	9	100-51440-321-000	325.26
04/19	04/19/2019	74241	442	HOMETOWN NEWS LIMITED PA	PUBLIC WORKS SEASONAL POSTING	4184-033119	10	100-51420-211-000	364.00
04/19	04/19/2019	74241	442	HOMETOWN NEWS LIMITED PA	PARKS SEASONAL POSTING	4184-033119	11	100-51420-211-000	364.00
04/19	04/19/2019	74241	442	HOMETOWN NEWS LIMITED PA	ASSISTANT TO THE PW DIRECTOR POSTIN	4184-033119	12	100-51420-211-000	336.00
Total 74241:									1,824.18
04/19	04/19/2019	74242	16356	HOYOS CONSULTING	NETWORK EQUIPMENT	10028	1	400-57140-813-101	1,400.00
Total 74242:									1,400.00
04/19	04/19/2019	74243	1904	HUMPHREY SERVICE PARTS I	SHOP SUPPLIES	1105095	1	605-53440-340-000	6.57
04/19	04/19/2019	74243	1904	HUMPHREY SERVICE PARTS I	SHOP SUPPLIES	1105095	2	600-53716-340-000	6.57
04/19	04/19/2019	74243	1904	HUMPHREY SERVICE PARTS I	SHOP SUPPLIES	1105095	3	600-53616-340-000	6.57
04/19	04/19/2019	74243	1904	HUMPHREY SERVICE PARTS I	SHOP SUPPLIES	1105095	4	100-53000-340-000	24.09
Total 74243:									43.80
04/19	04/19/2019	74244	452	HYDRITE CHEMICAL	WATERWORKS CHEMICALS	02236194	1	600-53717-340-000	673.32
Total 74244:									673.32
04/19	04/19/2019	74245	1908	KREPSKI, SYLVIA	ELECTION WORKER	040219	1	100-51440-120-000	41.06
Total 74245:									41.06
04/19	04/19/2019	74246	2272	LABSOURCE, INC	EMS SUPPLIES	006490834	1	100-52200-340-000	83.34

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GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Description	Invoice Number	Invoice Sequence	Invoice GL Account	Check Amount
Total 74246:									83.34
04/19	04/19/2019	74247	2121	LAKESIDE INTERNATIONAL LL	BATTERY - M4	8175755P	1	100-52100-241-000	114.34
04/19	04/19/2019	74247	2121	LAKESIDE INTERNATIONAL LL	TRUCK PARTS	8175759P	1	600-53616-241-000	25.41
04/19	04/19/2019	74247	2121	LAKESIDE INTERNATIONAL LL	TRUCK PARTS	8175759P	2	600-53718-241-000	25.40
04/19	04/19/2019	74247	2121	LAKESIDE INTERNATIONAL LL	TRUCK PARTS	8175759P	3	605-53440-241-000	25.40
04/19	04/19/2019	74247	2121	LAKESIDE INTERNATIONAL LL	TRUCK PARTS	8175759P	4	100-53000-241-000	93.15
04/19	04/19/2019	74247	2121	LAKESIDE INTERNATIONAL LL	TRUCK PARTS	8175942P	1	600-53616-241-000	10.35
04/19	04/19/2019	74247	2121	LAKESIDE INTERNATIONAL LL	TRUCK PARTS	8175942P	2	600-53718-241-000	10.35
04/19	04/19/2019	74247	2121	LAKESIDE INTERNATIONAL LL	TRUCK PARTS	8175942P	3	605-53440-241-000	10.35
04/19	04/19/2019	74247	2121	LAKESIDE INTERNATIONAL LL	TRUCK PARTS	8175942P	4	100-53000-241-000	37.95
04/19	04/19/2019	74247	2121	LAKESIDE INTERNATIONAL LL	PW ANTIFREEZE	8176627P	1	100-53000-241-000	67.90
04/19	04/19/2019	74247	2121	LAKESIDE INTERNATIONAL LL	PD ANTIFREEZE	8176627P	2	100-52100-341-000	123.45
04/19	04/19/2019	74247	2121	LAKESIDE INTERNATIONAL LL	FIRE/EMS ANTIFREEZE	8176627P	3	100-52200-341-000	123.45
04/19	04/19/2019	74247	2121	LAKESIDE INTERNATIONAL LL	TRUCK PARTS	8176627P	4	600-53616-241-000	18.52
04/19	04/19/2019	74247	2121	LAKESIDE INTERNATIONAL LL	TRUCK PARTS	8176627P	5	600-53718-241-000	18.52
04/19	04/19/2019	74247	2121	LAKESIDE INTERNATIONAL LL	TRUCK PARTS	8176627P	6	605-53440-241-000	18.52
04/19	04/19/2019	74247	2121	LAKESIDE INTERNATIONAL LL	CORE RETURN - M4	CM8175755	1	100-52100-241-000	18.00-
Total 74247:									705.06
04/19	04/19/2019	74248	2142	LANDPHIER, LAURNA	ELECTION INSPECTOR	040219	1	100-51440-120-000	33.24
04/19	04/19/2019	74248	2142	LANDPHIER, LAURNA	MBOC WORK	040219	2	100-51440-120-000	92.50
Total 74248:									125.74
04/19	04/19/2019	74249	538	LAWSON PRODUCTS INC	SHOP PARTS	9306581733	1	100-53000-340-000	117.66
04/19	04/19/2019	74249	538	LAWSON PRODUCTS INC	SHOP PARTS	9306581733	2	600-53716-340-000	32.09
04/19	04/19/2019	74249	538	LAWSON PRODUCTS INC	SHOP PARTS	9306581733	3	600-53616-340-000	32.09
04/19	04/19/2019	74249	538	LAWSON PRODUCTS INC	SHOP PARTS	9306581733	4	605-53440-340-000	32.09
Total 74249:									213.93
04/19	04/19/2019	74250	765	LEGAL SHIELD	LEGAL SHIELD	0108629-AP	1	100-2156	240.25
Total 74250:									240.25
04/19	04/19/2019	74251	2307	MACARRA, MONICA	ELECTION INSPECTOR	040219	1	100-51440-120-000	43.01

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GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Description	Invoice Number	Invoice Sequence	Invoice GL Account	Check Amount
Total 74251:									43.01
04/19	04/19/2019	74252	575	MADISON MET SEWERAGE DIS	2ND QUARTER CHARGES	IN000015156	1	600-53615-210-000	169,977.55
Total 74252:									169,977.55
04/19	04/19/2019	74253	17106	MCDADE, PHIL	11X17 3 RING BINDER	PM040919	1	100-53000-340-000	8.99
04/19	04/19/2019	74253	17106	MCDADE, PHIL	11X17 3 RING BINDER	PM040919	2	600-53716-340-000	2.45
04/19	04/19/2019	74253	17106	MCDADE, PHIL	11X17 3 RING BINDER	PM040919	3	600-53616-340-000	2.45
04/19	04/19/2019	74253	17106	MCDADE, PHIL	11X17 3 RING BINDER	PM040919	4	605-53440-340-000	2.45
Total 74253:									16.34
04/19	04/19/2019	74254	606	MCFARLAND FIREFIGHTERS' A	QUARTERLY PAYROLL PAYMENT	033119	1	100-2180	660.00
Total 74254:									660.00
04/19	04/19/2019	74255	16439	MCFARLAND FOOD PANTRY	2019 CONTRIBUTION	041819	1	100-51100-720-000	4,000.00
Total 74255:									4,000.00
04/19	04/19/2019	74256	16728	MCFARLAND OPTIMISTS	BIKE RODEO DONATION	040919	1	100-52100-391-000	200.00
Total 74256:									200.00
04/19	04/19/2019	74257	618	MCFARLAND TRUE VALUE	BATTERIES	95094-03311	1	100-52200-240-000	9.89
04/19	04/19/2019	74257	618	MCFARLAND TRUE VALUE	CAR 1 KEYS	95094-03311	2	100-52200-241-000	62.49
04/19	04/19/2019	74257	618	MCFARLAND TRUE VALUE	VELCRO	95094-03311	3	100-52200-340-000	31.18
04/19	04/19/2019	74257	618	MCFARLAND TRUE VALUE	DISH SOAP	95094-03311	4	100-52200-340-000	7.19
04/19	04/19/2019	74257	618	MCFARLAND TRUE VALUE	FUEL	95094-03311	5	100-52200-341-000	22.92
04/19	04/19/2019	74257	618	MCFARLAND TRUE VALUE	FLAG MOUNTS	95094-03311	6	100-52200-241-000	3.22
04/19	04/19/2019	74257	618	MCFARLAND TRUE VALUE	LIBRARY	95094-03311	7	205-55110-242-000	24.37
04/19	04/19/2019	74257	618	MCFARLAND TRUE VALUE	PUBLIC WORKS	95094-03311	8	100-53000-340-000	70.72
04/19	04/19/2019	74257	618	MCFARLAND TRUE VALUE	PUBLIC WORKS	95094-03311	9	600-53716-340-000	19.29
04/19	04/19/2019	74257	618	MCFARLAND TRUE VALUE	PUBLIC WORKS	95094-03311	10	600-53616-340-000	19.29
04/19	04/19/2019	74257	618	MCFARLAND TRUE VALUE	PUBLIC WORKS	95094-03311	11	605-53440-340-000	19.29
04/19	04/19/2019	74257	618	MCFARLAND TRUE VALUE	VEHICLE MAINTENANCE	95094-03311	12	605-53440-241-000	1.86
04/19	04/19/2019	74257	618	MCFARLAND TRUE VALUE	VEHICLE MAINTENANCE	95094-03311	13	100-53000-241-000	6.83

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04/19	04/19/2019	74257	618	MCFARLAND TRUE VALUE	VEHICLE MAINTENANCE	95094-03311	14	600-53718-241-000	1.86
04/19	04/19/2019	74257	618	MCFARLAND TRUE VALUE	VEHICLE MAINTENANCE	95094-03311	15	600-53616-241-000	1.86
04/19	04/19/2019	74257	618	MCFARLAND TRUE VALUE	PARKS	95094-03311	16	100-55200-340-000	168.10
04/19	04/19/2019	74257	618	MCFARLAND TRUE VALUE	H2O T&D	95094-03311	17	600-53718-822-101	21.82
04/19	04/19/2019	74257	618	MCFARLAND TRUE VALUE	STORMWATER	95094-03311	18	605-53440-340-000	3.59
04/19	04/19/2019	74257	618	MCFARLAND TRUE VALUE	MUNICIPAL CENTER	95094-03311	19	100-51600-242-000	50.44
04/19	04/19/2019	74257	618	MCFARLAND TRUE VALUE	MUNICIPAL CENTER	95094-03311	20	600-53716-242-000	13.75
04/19	04/19/2019	74257	618	MCFARLAND TRUE VALUE	MUNICIPAL CENTER	95094-03311	21	600-53616-242-000	13.75
04/19	04/19/2019	74257	618	MCFARLAND TRUE VALUE	MUNICIPAL CENTER	95094-03311	22	605-53440-242-000	13.75
Total 74257:									587.46
04/19	04/19/2019	74258	2144	MCKAY, JIM	ELECTION INSPECTOR	040219	1	100-51440-120-000	33.24
04/19	04/19/2019	74258	2144	MCKAY, JIM	MBOC WORK	040219	2	100-51440-120-000	92.50
Total 74258:									125.74
04/19	04/19/2019	74259	17103	MEDINA GONZALEZ, ANTONIO	REIMBURSEMENT ON DISMISSED CITATION	040919	1	100-45110-000	124.00
Total 74259:									124.00
04/19	04/19/2019	74260	640	MGE	STREET LIGHT	11299443-04	1	100-53000-291-000	733.72
04/19	04/19/2019	74260	640	MGE	STREET LIGHT	29538501-03	1	100-53000-291-000	90.84
Total 74260:									824.56
04/19	04/19/2019	74261	2058	MICROMARKETING LLC	ADULT AUDIO BOOKS	764435	1	205-55110-345-000	159.98
Total 74261:									159.98
04/19	04/19/2019	74262	2089	MIDWEST METER INC	METERS	0110274-IN	1	600-1824	17,621.73
Total 74262:									17,621.73
04/19	04/19/2019	74263	1941	MIDWEST TRAILER SALES	TRUCK PARTS	1096721-00	1	100-53000-241-000	20.27
04/19	04/19/2019	74263	1941	MIDWEST TRAILER SALES	TRUCK PARTS	1096721-00	2	600-53718-241-000	5.53
04/19	04/19/2019	74263	1941	MIDWEST TRAILER SALES	TRUCK PARTS	1096721-00	3	600-53616-241-000	5.53
04/19	04/19/2019	74263	1941	MIDWEST TRAILER SALES	TRUCK PARTS	1096721-00	4	605-53440-241-000	5.53
04/19	04/19/2019	74263	1941	MIDWEST TRAILER SALES	TRUCK PARTS	1096730-00	1	100-53000-241-000	14.93

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GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Description	Invoice Number	Invoice Sequence	Invoice GL Account	Check Amount
04/19	04/19/2019	74263	1941	MIDWEST TRAILER SALES	TRUCK PARTS	1096730-00	2	600-53718-241-000	4.08
04/19	04/19/2019	74263	1941	MIDWEST TRAILER SALES	TRUCK PARTS	1096730-00	3	600-53616-241-000	4.07
04/19	04/19/2019	74263	1941	MIDWEST TRAILER SALES	TRUCK PARTS	1096730-00	4	605-53440-241-000	4.07
04/19	04/19/2019	74263	1941	MIDWEST TRAILER SALES	TRUCK PARTS	1096799-00	1	100-53000-241-000	20.84
04/19	04/19/2019	74263	1941	MIDWEST TRAILER SALES	TRUCK PARTS	1096799-00	2	600-53718-241-000	5.68
04/19	04/19/2019	74263	1941	MIDWEST TRAILER SALES	TRUCK PARTS	1096799-00	3	600-53616-241-000	5.68
04/19	04/19/2019	74263	1941	MIDWEST TRAILER SALES	TRUCK PARTS	1096799-00	4	605-53440-241-000	5.68
04/19	04/19/2019	74263	1941	MIDWEST TRAILER SALES	TRUCK PARTS	1096963-00	1	100-53000-241-000	15.51
04/19	04/19/2019	74263	1941	MIDWEST TRAILER SALES	TRUCK PARTS	1096963-00	2	600-53718-241-000	4.23
04/19	04/19/2019	74263	1941	MIDWEST TRAILER SALES	TRUCK PARTS	1096963-00	3	600-53616-241-000	4.23
04/19	04/19/2019	74263	1941	MIDWEST TRAILER SALES	TRUCK PARTS	1096963-00	4	605-53440-241-000	4.23
04/19	04/19/2019	74263	1941	MIDWEST TRAILER SALES	SHOP PARTS	1097084-00	1	100-53000-340-000	41.69
04/19	04/19/2019	74263	1941	MIDWEST TRAILER SALES	SHOP PARTS	1097084-00	2	600-53716-340-000	11.37
04/19	04/19/2019	74263	1941	MIDWEST TRAILER SALES	SHOP PARTS	1097084-00	3	600-53616-340-000	11.37
04/19	04/19/2019	74263	1941	MIDWEST TRAILER SALES	SHOP PARTS	1097084-00	4	605-53440-390-000	11.37
04/19	04/19/2019	74263	1941	MIDWEST TRAILER SALES	TRUCK PARTS	1097230-00	1	100-53000-241-000	32.58
04/19	04/19/2019	74263	1941	MIDWEST TRAILER SALES	TRUCK PARTS	1097230-00	2	600-53718-241-000	8.89
04/19	04/19/2019	74263	1941	MIDWEST TRAILER SALES	TRUCK PARTS	1097230-00	3	600-53616-241-000	8.88
04/19	04/19/2019	74263	1941	MIDWEST TRAILER SALES	TRUCK PARTS	1097230-00	4	605-53440-241-000	8.88
04/19	04/19/2019	74263	1941	MIDWEST TRAILER SALES	TRUCK PARTS	1097484-00	1	100-53000-241-000	23.96
04/19	04/19/2019	74263	1941	MIDWEST TRAILER SALES	TRUCK PARTS	1097484-00	2	600-53616-241-000	6.53
04/19	04/19/2019	74263	1941	MIDWEST TRAILER SALES	TRUCK PARTS	1097484-00	3	600-53718-241-000	6.54
04/19	04/19/2019	74263	1941	MIDWEST TRAILER SALES	TRUCK PARTS	1097484-00	4	605-53440-241-000	6.54
Total 74263:									308.69
04/19	04/19/2019	74264	667	MINNESOTA LIFE INS CO	LIFE INSURANCE	002832L-MA	1	100-2157	1,220.23
Total 74264:									1,220.23
04/19	04/19/2019	74265	682	MORRIS, DELORIS	ELECTION WORKER	040219	1	100-51440-120-000	43.01
Total 74265:									43.01
04/19	04/19/2019	74266	1976	MURPHY DESMOND SC	TID #3	8078178	1	305-51410-210-000	462.80
04/19	04/19/2019	74266	1976	MURPHY DESMOND SC	EZRA PROPERTIES DEVELOPMENT ESCRO	8078179	1	100-2640	912.00
04/19	04/19/2019	74266	1976	MURPHY DESMOND SC	PROSECUTION	8078216	1	100-51300-210-102	440.65

M = Manual Check, V = Void Check

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Description	Invoice Number	Invoice Sequence	Invoice GL Account	Check Amount
Total 74266:									1,815.45
04/19	04/19/2019	74267	1896	NAPA AUTO PARTS	VEHICLE PARTS	654849	1	605-53440-241-000	6.66
04/19	04/19/2019	74267	1896	NAPA AUTO PARTS	VEHICLE PARTS	654849	2	100-53000-241-000	24.44
04/19	04/19/2019	74267	1896	NAPA AUTO PARTS	VEHICLE PARTS	654849	3	600-53718-241-000	6.66
04/19	04/19/2019	74267	1896	NAPA AUTO PARTS	VEHICLE PARTS	654849	4	600-53616-241-000	6.66
04/19	04/19/2019	74267	1896	NAPA AUTO PARTS	VEHICLE PARTS	655089	1	605-53440-241-000	6.26
04/19	04/19/2019	74267	1896	NAPA AUTO PARTS	VEHICLE PARTS	655089	2	100-53000-241-000	22.93
04/19	04/19/2019	74267	1896	NAPA AUTO PARTS	VEHICLE PARTS	655089	3	600-53718-241-000	6.25
04/19	04/19/2019	74267	1896	NAPA AUTO PARTS	VEHICLE PARTS	655089	4	600-53616-241-000	6.25
04/19	04/19/2019	74267	1896	NAPA AUTO PARTS	M4 FILTERS	657419	1	100-52100-241-000	11.87
04/19	04/19/2019	74267	1896	NAPA AUTO PARTS	CAR 1 & CAR 2 FILTERS	658003	1	100-52200-241-000	4.70
04/19	04/19/2019	74267	1896	NAPA AUTO PARTS	VEHICLE PARTS	659284	1	600-53616-241-000	2.59
04/19	04/19/2019	74267	1896	NAPA AUTO PARTS	VEHICLE PARTS	659284	2	600-53718-241-000	2.59
04/19	04/19/2019	74267	1896	NAPA AUTO PARTS	VEHICLE PARTS	659284	3	605-53440-241-000	2.59
04/19	04/19/2019	74267	1896	NAPA AUTO PARTS	VEHICLE PARTS	659284	4	100-53000-241-000	9.50
Total 74267:									119.95
04/19	04/19/2019	74268	16984	NORTH CENTRAL UTILITY OF	SHR TUBE	541659	1	100-52200-241-000	20.46
Total 74268:									20.46
04/19	04/19/2019	74269	16933	NOWAKOWSKI, DONNA	ELECTION WORKER	040219	1	100-51440-120-000	43.01
Total 74269:									43.01
04/19	04/19/2019	74270	16969	OMALLEY, JOHN	ELECTION HELP	040219	1	100-51440-120-000	43.01
Total 74270:									43.01
04/19	04/19/2019	74271	16932	OMALLEY, SANDRA	ELECTION HELP	040219	1	100-51440-120-000	43.01
Total 74271:									43.01
04/19	04/19/2019	74272	1315	OPSAHL, CARLA	ELECTION INSPECTOR	040219	1	100-51440-120-000	33.24

M = Manual Check, V = Void Check

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Description	Invoice Number	Invoice Sequence	Invoice GL Account	Check Amount
Total 74272:									33.24
04/19	04/19/2019	74273	16418	ORVIS, MARY	ELECTION WORK	040219	1	100-51440-120-000	41.06
Total 74273:									41.06
04/19	04/19/2019	74274	2146	PETERSON, DENISE	ELECTION INSPECTOR	040219	1	100-51440-120-000	33.24
Total 74274:									33.24
04/19	04/19/2019	74275	740	PETERSON, DON	ELECTION CHIEF	040219	1	100-51440-120-000	55.00
Total 74275:									55.00
04/19	04/19/2019	74276	16335	PHASE ONE ARCHAEOLOGICA	MCDANIEL PARK IMPROVEMENTS	2019-1	1	400-57620-827-112	1,500.00
Total 74276:									1,500.00
04/19	04/19/2019	74277	1263	PLOTKIN, SHEILA	ELECTION WORKER	040219	1	100-51440-120-000	43.01
Total 74277:									43.01
04/19	04/19/2019	74278	756	POMP'S TIRE SERVICE INC	TRUCK TIRES	80180751	1	605-53440-241-000	36.00
Total 74278:									36.00
04/19	04/19/2019	74279	764	PREMIER PAINT & WALLPAPER	PAINT	51298	1	100-51600-242-000	228.22
04/19	04/19/2019	74279	764	PREMIER PAINT & WALLPAPER	LIBRARY PAINTING SUPPLIES	51299	1	205-55110-242-000	91.30
04/19	04/19/2019	74279	764	PREMIER PAINT & WALLPAPER	PAINT SUPPLIES	51320	1	100-51600-242-000	4.46
04/19	04/19/2019	74279	764	PREMIER PAINT & WALLPAPER	LIBRARY PAINTING SUPPLIES	51524	1	205-55110-242-000	38.38
04/19	04/19/2019	74279	764	PREMIER PAINT & WALLPAPER	LIBRARY PAINT SUPPLIES	51526	1	205-55110-242-000	19.19
04/19	04/19/2019	74279	764	PREMIER PAINT & WALLPAPER	LIBRARY PAINT SUPPLIES	51661	1	205-55110-242-000	13.59
04/19	04/19/2019	74279	764	PREMIER PAINT & WALLPAPER	LIBRARY PAINT SUPPLIES	51776	1	205-55110-242-000	15.47
04/19	04/19/2019	74279	764	PREMIER PAINT & WALLPAPER	LIBRARY PAINT SUPPLIES	51777	1	205-55110-242-000	12.59
04/19	04/19/2019	74279	764	PREMIER PAINT & WALLPAPER	PAINT SUPPLIES	51796	1	100-53000-240-000	5.59
04/19	04/19/2019	74279	764	PREMIER PAINT & WALLPAPER	PAINT	51843	1	100-55200-340-000	52.78
04/19	04/19/2019	74279	764	PREMIER PAINT & WALLPAPER	PAINT SUPPLIES	51888	1	205-55110-242-000	15.97
04/19	04/19/2019	74279	764	PREMIER PAINT & WALLPAPER	PAINT SUPPLIES	51891	1	205-55110-242-000	95.98

M = Manual Check, V = Void Check

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Description	Invoice Number	Invoice Sequence	Invoice GL Account	Check Amount
04/19	04/19/2019	74279	764	PREMIER PAINT & WALLPAPER	LIBRARY PAINT SUPPLIES	51930	1	205-55110-242-000	128.74
Total 74279:									722.26
04/19	04/19/2019	74280	783	QUILL CORPORATION	OFFICE SUPPLIES	5894804	1	100-51200-310-000	349.88
Total 74280:									349.88
04/19	04/19/2019	74281	2311	RING, TREVOR	CHIEF ELECTION INSPECTOR	040219	1	100-51440-120-000	42.50
04/19	04/19/2019	74281	2311	RING, TREVOR	MBOC WORK	040219	2	100-51440-120-000	92.50
Total 74281:									135.00
04/19	04/19/2019	74282	2213	RIVISTAS LLC	MAGAZINE SUBSCRIPTION	8808	1	205-55110-344-000	4,246.23
Total 74282:									4,246.23
04/19	04/19/2019	74283	818	ROTO ROOTER SEWER SERVI	LIFTSTATION CLEANING	185078	1	600-53616-110-000	2,667.00
Total 74283:									2,667.00
04/19	04/19/2019	74284	16950	RW MANAGEMENT GROUP, IN	PUBLIC SAFETY ANALYSIS	219-873	1	400-57140-210-000	8,636.00
Total 74284:									8,636.00
04/19	04/19/2019	74285	1877	SAUER, JUDY	ELECTION INSPECTOR	040219	1	100-51440-120-000	43.01
Total 74285:									43.01
04/19	04/19/2019	74286	836	SCHILLING SUPPLY COMPANY	OPERATING SUPPLIES	713090-00	1	205-55110-340-000	493.18
Total 74286:									493.18
04/19	04/19/2019	74287	2150	SCHRADER, MARV	ELECTION INSPECTOR	040219	1	100-51440-120-000	66.47
Total 74287:									66.47
04/19	04/19/2019	74288	16365	SCHUENKE, MATT	MILEAGE	MS021219	1	100-51410-330-000	3.48
04/19	04/19/2019	74288	16365	SCHUENKE, MATT	COMPUTER CABLES & DOOR LATCH	MS021219	2	100-51420-310-000	33.23

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GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Description	Invoice Number	Invoice Sequence	Invoice GL Account	Check Amount
Total 74288:									36.71
04/19	04/19/2019	74289	844	SCHWAAB INC	DATE STAMPS	C030722	1	100-52400-310-000	152.87
Total 74289:									152.87
04/19	04/19/2019	74290	16415	SHERMAN, ROBERT	ELECTION WORKER	040219	1	100-51440-120-000	41.06
Total 74290:									41.06
04/19	04/19/2019	74291	16414	SIMS, TERRE	ELECTION WORKER	040219	1	100-51440-120-000	43.01
Total 74291:									43.01
04/19	04/19/2019	74292	16996	SIOUX SALES COMPANY	HOLSTERS	187315	1	400-57210-811-101	151.00
04/19	04/19/2019	74292	16996	SIOUX SALES COMPANY	PISTOLS	187322	1	400-57210-811-101	8,670.00
Total 74292:									8,821.00
04/19	04/19/2019	74293	16423	SMITH, SUSAN	ELECTION INSPECTOR	040219	1	100-51440-120-000	76.25
Total 74293:									76.25
04/19	04/19/2019	74294	2004	ST CLAIR, RUSSELL	ELECTION WORKER	040219	1	100-51440-120-000	41.06
Total 74294:									41.06
04/19	04/19/2019	74295	16425	STASZEWSKI, CAROLYN	ELECTION WORK	040219	1	100-51440-120-000	41.06
Total 74295:									41.06
04/19	04/19/2019	74296	1738	STATE OF WI TREASURER	MONTHLY COURT FEES - MARCH	154-040119	1	100-45110-000	4,851.43
Total 74296:									4,851.43
04/19	04/19/2019	74297	904	STOLARIK, TONI	ELECTION WORKER	040219	1	100-51440-120-000	33.24
04/19	04/19/2019	74297	904	STOLARIK, TONI	MBOC WORK	040219	2	100-51440-120-000	92.50

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GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Description	Invoice Number	Invoice Sequence	Invoice GL Account	Check Amount
Total 74297:									125.74
04/19	04/19/2019	74298	16538	THE KRAEMER COMPANY	AGLIME FOR BALL DIAMONDS	144122	1	100-55200-340-000	121.33
Total 74298:									121.33
04/19	04/19/2019	74299	2302	THOMPSON, ERIC	ELECTION INSPECTOR	040219	1	100-51440-120-000	43.01
Total 74299:									43.01
04/19	04/19/2019	74300	2042	THOMSON REUTERS	WEST INFORMATION CHARGES	840071620	1	100-52100-210-000	167.08
Total 74300:									167.08
04/19	04/19/2019	74301	957	TOM'S AUTO CENTER INC	TRUCK REPAIR	0042464	1	605-53440-241-000	21.40
04/19	04/19/2019	74301	957	TOM'S AUTO CENTER INC	TRUCK REPAIR	0042464	2	100-53000-241-000	78.49
04/19	04/19/2019	74301	957	TOM'S AUTO CENTER INC	TRUCK REPAIR	0042464	3	600-53718-241-000	21.41
04/19	04/19/2019	74301	957	TOM'S AUTO CENTER INC	TRUCK REPAIR	0042464	4	600-53616-241-000	21.41
04/19	04/19/2019	74301	957	TOM'S AUTO CENTER INC	TRUCK REPAIR	0042768	1	605-53440-241-000	4.50
04/19	04/19/2019	74301	957	TOM'S AUTO CENTER INC	TRUCK REPAIR	0042768	2	100-53000-241-000	16.50
04/19	04/19/2019	74301	957	TOM'S AUTO CENTER INC	TRUCK REPAIR	0042768	3	600-53718-241-000	4.50
04/19	04/19/2019	74301	957	TOM'S AUTO CENTER INC	TRUCK REPAIR	0042768	4	600-53616-241-000	4.50
Total 74301:									172.71
04/19	04/19/2019	74302	1246	TOTAL WATER TREATMENT SY	MC WATER SOFTENER SALT	032919	1	100-51600-340-000	17.57
04/19	04/19/2019	74302	1246	TOTAL WATER TREATMENT SY	MC WATER SOFTENER SALT	032919	2	600-53710-210-000	4.79
04/19	04/19/2019	74302	1246	TOTAL WATER TREATMENT SY	MC WATER SOFTENER SALT	032919	3	600-53610-210-000	4.79
04/19	04/19/2019	74302	1246	TOTAL WATER TREATMENT SY	MC WATER SOFTENER SALT	032919	4	605-53440-210-000	4.79
Total 74302:									31.94
04/19	04/19/2019	74303	958	TOWN & COUNTRY ENGINEER	PRAIRIE PLACE - MC88	20054	1	100-2640	422.50
04/19	04/19/2019	74303	958	TOWN & COUNTRY ENGINEER	MC129 - 2018 STREET/WATERMAIN IMP	20057	1	400-57310-820-102	806.25
04/19	04/19/2019	74303	958	TOWN & COUNTRY ENGINEER	2019 LOWER YAHAR TRAIL - MC142	20058	1	400-57620-827-116	4,889.35
04/19	04/19/2019	74303	958	TOWN & COUNTRY ENGINEER	2019 STREET & WATERMAIN IMPROVEMEN	20059	1	400-57310-821-000	4,435.86
04/19	04/19/2019	74303	958	TOWN & COUNTRY ENGINEER	2019 STREET MAINTENANCE - MC150	20060	1	400-57310-820-101	1,672.00
04/19	04/19/2019	74303	958	TOWN & COUNTRY ENGINEER	2019 STORMWATER ENGINEERING SUPPO	20061	1	605-53440-211-000	1,770.60

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GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Description	Invoice Number	Invoice Sequence	Invoice GL Account	Check Amount
04/19	04/19/2019	74303	958	TOWN & COUNTRY ENGINEER	4703 TERMINAL DR DEVELOPMENT - MC152	20062	1	100-2640	566.25
04/19	04/19/2019	74303	958	TOWN & COUNTRY ENGINEER	FURST ESCROW - MC153	20063	1	100-2640	376.25
Total 74303:									14,939.06
04/19	04/19/2019	74304	973	TRUCK COUNTRY	TENDER 6	R201089833:	1	100-52200-241-000	349.84
Total 74304:									349.84
04/19	04/19/2019	74305	1704	UNIQUE MANAGEMENT SERVI	COLLECTION SERVICE	550246	1	205-55110-210-000	8.95
Total 74305:									8.95
04/19	04/19/2019	74306	2270	UNITY POINT HEALTH	SUSPECT BLOODWORK	040519	1	100-52100-210-000	35.65
Total 74306:									35.65
04/19	04/19/2019	74307	16686	WARRENBURG, SPENCER	CDL TESTING - REIMBURSEMENT	SW041719	1	100-53000-331-000	110.00
04/19	04/19/2019	74307	16686	WARRENBURG, SPENCER	CDL TESTING - REIMBURSEMENT	SW041719	2	600-53710-331-000	30.00
04/19	04/19/2019	74307	16686	WARRENBURG, SPENCER	CDL TESTING - REIMBURSEMENT	SW041719	3	600-53610-331-000	30.00
04/19	04/19/2019	74307	16686	WARRENBURG, SPENCER	CDL TESTING - REIMBURSEMENT	SW041719	4	605-53440-331-000	30.00
04/19	04/19/2019	74307	16686	WARRENBURG, SPENCER	CDL LICENSE	SW041819	1	100-53000-331-000	45.38
04/19	04/19/2019	74307	16686	WARRENBURG, SPENCER	CDL LICENSE	SW041819	2	600-53710-331-000	12.37
04/19	04/19/2019	74307	16686	WARRENBURG, SPENCER	CDL LICENSE	SW041819	3	600-53610-331-000	12.38
04/19	04/19/2019	74307	16686	WARRENBURG, SPENCER	CDL LICENSE	SW041819	4	605-53440-331-000	12.38
Total 74307:									282.51
04/19	04/19/2019	74308	1041	WERNER ELECTRIC SUPPLY C	MCDANIEL PARK PARTS	S5783888.00	1	100-55200-340-000	575.20
04/19	04/19/2019	74308	1041	WERNER ELECTRIC SUPPLY C	LIFT #5	S5783888.00	2	600-53616-340-000	575.20
Total 74308:									1,150.40
04/19	04/19/2019	74309	16241	WI DEPT OF JUSTICE	BACKGROUND CHECKS	L1373T-0331	1	100-51420-310-000	7.00
Total 74309:									7.00
04/19	04/19/2019	74310	16333	WI DEPT OF JUSTICE - TIME	TIME ACCESS	455TIME-000	1	100-52100-210-000	354.00

M = Manual Check, V = Void Check

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Description	Invoice Number	Invoice Sequence	Invoice GL Account	Check Amount
Total 74310:									354.00
04/19	04/19/2019	74311	1093	WI STATE LABORATORY OF HY	WATER TESTS	581457	1	600-53710-210-000	26.00
Total 74311:									26.00
04/19	04/19/2019	74312	1098	WIEDENBECK INC	MISC SHOP MATERIALS	901105	1	100-55200-340-000	121.06
Total 74312:									121.06
04/19	04/19/2019	74313	1940	WMCCA	UW MILWAUKEE CLASS - WENDY MOTL	041619	1	100-51200-331-000	270.00
Total 74313:									270.00
04/19	04/19/2019	74314	16346	WOLF PAVING & EXCAVATING	STREET PATCH	63965	1	100-53000-230-000	1,575.76
Total 74314:									1,575.76
04/19	04/19/2019	74315	16841	WRIGHT WORLD SPORTS	EMS CLOTHING	2020	1	100-52200-142-000	1,177.00
Total 74315:									1,177.00
04/19	04/19/2019	74316	16834	WROLSTAD, DEBRA	ELECTION INSPECTOR	040219	1	100-51440-120-000	33.24
04/19	04/19/2019	74316	16834	WROLSTAD, DEBRA	MBOC WORK	040219	2	100-51440-120-000	92.50
Total 74316:									125.74
04/19	04/19/2019	74317	16976	WYATT, COURTNEY	CHIEF INSPECTOR	040219	1	100-51440-120-000	95.00
Total 74317:									95.00
Grand Totals:									334,565.28

Summary by General Ledger Account Number

M = Manual Check, V = Void Check

GL Account	Debit	Credit	Proof
001-1115	56.79	.00	56.79
001-2120	.00	56.79-	56.79-
100-2120	1,110.23	74,021.46-	72,911.23-
100-2156	240.25	.00	240.25
100-2157	1,220.23	.00	1,220.23
100-2180	660.00	.00	660.00
100-2435	2,635.00	.00	2,635.00
100-2640	2,277.00	.00	2,277.00
100-45110-000	6,993.34	.00	6,993.34
100-45130-000	10.00	.00	10.00
100-46230-000	3,345.49	1,092.23-	2,253.26
100-51100-321-000	391.18	.00	391.18
100-51100-330-000	40.00	.00	40.00
100-51100-720-000	4,000.00	.00	4,000.00
100-51200-310-000	349.88	.00	349.88
100-51200-331-000	270.00	.00	270.00
100-51300-210-102	440.65	.00	440.65
100-51410-330-000	3.48	.00	3.48
100-51420-211-000	1,064.00	.00	1,064.00
100-51420-240-000	190.54	.00	190.54
100-51420-310-000	134.97	.00	134.97
100-51420-311-000	180.00	.00	180.00
100-51440-120-000	2,110.84	.00	2,110.84
100-51440-321-000	369.00	.00	369.00
100-51600-220-000	3,002.44	.00	3,002.44
100-51600-242-000	388.72	.00	388.72
100-51600-340-000	17.57	.00	17.57
100-52100-210-000	556.73	.00	556.73
100-52100-241-000	126.21	18.00-	108.21
100-52100-341-000	1,218.68	.00	1,218.68
100-52100-391-000	200.00	.00	200.00
100-52200-142-000	1,177.00	.00	1,177.00
100-52200-240-000	9.89	.00	9.89
100-52200-241-000	440.71	.00	440.71
100-52200-340-000	368.60	.00	368.60
100-52200-341-000	146.37	.00	146.37
100-52400-211-000	9,053.98	.00	9,053.98
100-52400-310-000	152.87	.00	152.87
100-52400-341-000	43.78	.00	43.78
100-53000-230-000	1,575.76	.00	1,575.76

M = Manual Check, V = Void Check

GL Account	Debit	Credit	Proof
100-53000-240-000	5.59	.00	5.59
100-53000-241-000	729.12	.00	729.12
100-53000-291-000	10,019.87	.00	10,019.87
100-53000-331-000	155.38	.00	155.38
100-53000-340-000	272.91	.00	272.91
100-53000-370-000	16,097.88	.00	16,097.88
100-54600-141-000	25.71	.00	25.71
100-55200-210-000	136.50	.00	136.50
100-55200-220-000	134.87	.00	134.87
100-55200-340-000	1,038.47	.00	1,038.47
205-2120	.00	12,305.09-	12,305.09-
205-55110-210-000	1,312.95	.00	1,312.95
205-55110-220-000	2,026.94	.00	2,026.94
205-55110-221-000	70.12	.00	70.12
205-55110-240-000	137.30	.00	137.30
205-55110-242-000	1,546.63	.00	1,546.63
205-55110-340-000	493.18	.00	493.18
205-55110-344-000	6,557.99	.00	6,557.99
205-55110-345-000	159.98	.00	159.98
305-2120	.00	4,462.80-	4,462.80-
305-51410-210-000	462.80	.00	462.80
305-56700-210-000	4,000.00	.00	4,000.00
400-2120	.00	47,120.92-	47,120.92-
400-57140-210-000	8,636.00	.00	8,636.00
400-57140-211-000	6,275.00	.00	6,275.00
400-57140-813-101	1,400.00	.00	1,400.00
400-57210-811-101	8,821.00	.00	8,821.00
400-57220-811-104	1,748.00	.00	1,748.00
400-57220-825-103	5,344.46	.00	5,344.46
400-57310-811-102	1,593.00	.00	1,593.00
400-57310-820-101	1,672.00	.00	1,672.00
400-57310-820-102	806.25	.00	806.25
400-57310-821-000	4,435.86	.00	4,435.86
400-57620-827-112	1,500.00	.00	1,500.00
400-57620-827-116	4,889.35	.00	4,889.35
600-1824	17,621.73	.00	17,621.73
600-2120	.00	195,489.13-	195,489.13-
600-53610-210-000	181.65	.00	181.65
600-53610-310-000	419.73	.00	419.73
600-53610-331-000	42.38	.00	42.38

M = Manual Check, V = Void Check

GL Account	Debit	Credit	Proof
600-53615-210-000	169,977.55	.00	169,977.55
600-53615-220-000	177.95	.00	177.95
600-53616-110-000	2,667.00	.00	2,667.00
600-53616-241-000	198.84	.00	198.84
600-53616-242-000	13.75	.00	13.75
600-53616-340-000	649.63	.00	649.63
600-53710-210-000	207.65	.00	207.65
600-53710-310-000	419.73	.00	419.73
600-53710-331-000	42.37	.00	42.37
600-53716-220-000	1,823.08	.00	1,823.08
600-53716-242-000	13.75	.00	13.75
600-53716-340-000	138.35	.00	138.35
600-53717-340-000	673.32	.00	673.32
600-53718-241-000	198.85	.00	198.85
600-53718-822-101	21.82	.00	21.82
605-2120	.00	2,219.32-	2,219.32-
605-53440-210-000	4.79	.00	4.79
605-53440-211-000	1,770.60	.00	1,770.60
605-53440-241-000	234.84	.00	234.84
605-53440-242-000	13.75	.00	13.75
605-53440-310-000	54.73	.00	54.73
605-53440-331-000	42.38	.00	42.38
605-53440-340-000	66.65	.00	66.65
605-53440-390-000	11.37	.00	11.37
605-53440-530-000	20.21	.00	20.21
Grand Totals:	<u>336,785.74</u>	<u>336,785.74-</u>	<u>.00</u>

Report Criteria:

Report type: GL detail

M = Manual Check, V = Void Check

Pay Period Date	Journal Code	Check Issue Date	Check Number	Payee	Payee ID	Amount
04/13/2019	PC	04/19/2019	74196	BRYANT, SYDNEY M	66	1,974.90
04/13/2019	PC	04/19/2019	74197	TRAISMAN-WADDELL, JE	206	242.20
04/13/2019	PC	04/19/2019	74198	OSTWINKLE, LILLIAN	874	293.09
04/13/2019	PC	04/19/2019	74199	O'HEARN, SHAUN	959	1,736.18
04/13/2019	CDPT	04/19/2019	74200	WI AFSCME COUNCIL 32	7	42.94
04/13/2019	CDPT	04/19/2019	74200	WI AFSCME COUNCIL 32	7	52.00
04/13/2019	CDPT	04/19/2019	74201	WI SCTF	5	207.69

PAYROLL RELATED

\$4,549.00



VILLAGE BOARD SUMMARY SHEET

MEETING DATE: Monday, April 22, 2019

SECTION: Business

DEPARTMENT: Administration

CONTACT: Cassandra Suettinger, Village Clerk/Treasurer, Matt Schuenke, Village Administrator

AGENDA ITEM: On proposed Resolution 2019-04: a resolution to discontinue as a public way a portion of Lot 24 of the Plat of Edward's Park and Lot 24 of the Plat of Blocks 5 and 6 of Edward's Park.

PREVIOUS ACTION:

The Village Board discussed this issue in Closed Session at its meeting on February 11, 2019 and took action in open session to direct the Village Attorney to prepare the resolution to complete the discontinuance.

As such, the resolution was introduced for this purpose at the February 25, 2019 meeting and then proper notices were sent out as appropriate.

ISSUE SUMMARY:

A resolution has been introduced to discontinue as a public way what is known as the "promenade" along Lake Waubesa in the Edwards Park Subdivision. This area was formerly under private ownership of the descendants of the original developer until about 10 years ago when it was deeded to the Village. This resolution will revert this area back to private ownership of adjoining property owners as appropriate. A Public Hearing is required before action to adopt the resolution can be taken.

FINANCIAL/BUDGET IMPACT:

None.

VILLAGE PLAN REFERENCE:

None.

ORDINANCE REFERENCE:

None.

BOARD, COMMISSION OR COMMITTEE RECOMMENDATION:

This item is simply to open the public hearing, take input, and close the public hearing. Action on the proposed resolution follows as the next agenda item.



ATTACHMENTS:

1. Edwards Park Promenade Disc Notice

Please publish in the
McFarland Thistle on
March 28, April 4th and April 11th

**VILLAGE OF MCFARLAND
NOTICE OF PUBLIC HEARING
BEFORE THE VILLAGE BOARD**

NOTICE IS HEREBY GIVEN that there will be a public hearing before the Village Board on Monday April 22nd 2019, at 7:00 p.m. in the Community Room of the Municipal Center, 5915 Milwaukee St., McFarland, Wisconsin, at which time interested parties and citizens shall have an opportunity to be heard concerning the following:

Review and action on Resolution 2019-04: A RESOLUTION TO DISCONTINUE AS A PUBLIC WAY A PORTION OF LOT 24 OF THE PLAT OF EDWARD'S PARK AND LOT 24 OF THE PLATE OF BLOCKS 5 AND 6 OF EDWARD'S PARK.

Information regarding this ordinance amendment is available for viewing at the Village of McFarland administration office, 5915 Milwaukee Street, McFarland, WI 53558 (Monday-Friday, 8:00 a.m. to 4:00 p.m.) and at the E.D. Locke Public Library, 5920 Milwaukee Street, McFarland, WI 53558 (Monday-Thursday 9:30 a.m. to 8:00 p.m.; Friday-Saturday 9:30 a.m. to 5:30 p.m.; and Sunday 12:30 p.m. to 3:00 p.m.)

If you cannot attend the meeting, please submit your written or email comments to the Village Board Commission before April 22, 2019. The mailing address is:

Village of McFarland
PO Box 110
McFarland, WI 53558-0110
Cassandra.suettinger@mcfarland.wi.us

Respectfully submitted by,
Cassandra Suettinger
Clerk/Treasurer



VILLAGE BOARD SUMMARY SHEET

MEETING DATE: Monday, April 22, 2019

SECTION: Business

DEPARTMENT: Administration

CONTACT: Matt Schuenke, Village Administrator

AGENDA ITEM: Discussion and action on Resolution 2019-04: a resolution to discontinue as a public way a portion of Lot 24 of the Plat of Edward's Park and Lot 24 of the Plat of Blocks 5 and 6 of Edward's Park.

PREVIOUS ACTION:

The Village Board took action at its meeting on February 11, 2019 to direct the Village Attorney to prepare the process to discontinue the Village ownership of the promenade as a public way.

Further, the Village Board initiated the process by introducing a resolution for this purpose at their meeting on February 25, 2019.

All required notices have been sent out and a public hearing preceded this agenda item for additional input as part of this same meeting.

ISSUE SUMMARY:

The Edwards Park Subdivision was platted in the very later part of the 1800's and has been in existence for well over 100 years. When it was platted, all of the streets were constructed as private roads based on the concept the subdivision was to be developed as vacation homes for that time period. One part of this concept was to create what is called the promenade along the lakefront. This like the roads were created as common areas within the development owned by the developer. Over time these vacation homes became permanent homes as they are today, but the streets remained private until about 10 years ago when a descendant from the developer deeded these privately owned public improvements to the Village. The Village came to own not only the roads but also the promenade along the lakefront. The promenade especially has become problematic with the title work for adjoining property owners and their riparian rights to access the water. In reviewing the issue, the Village Board provided direction to discontinue ownership of the promenade while maintaining ownership of the private roads. The promenade then is broken up into pieces and absorbed by adjoining owners as appropriate to clear up ownership issues into the future.

FINANCIAL/BUDGET IMPACT:

Other than Village Attorney time, some materials, and Staff time there is no financial impact on



this discontinuance.

VILLAGE PLAN REFERENCE:

None.

ORDINANCE REFERENCE:

None.

BOARD, COMMISSION OR COMMITTEE RECOMMENDATION:

Recommended for approval following public hearing.

ATTACHMENTS:

1. 2019-04 - Resolution to Discontinue Waubesa Promenade 2-28-19
2. Promenade 1
3. Promenade 2

RESOLUTION #2019-04
RESOLUTION TO DISCONTINUE AS A PUBLIC WAY A PORTION OF
LOT 24 OF THE PLAT OF EDWARD'S PARK AND LOT 24 OF
THE PLAT OF BLOCKS 5 AND 6 OF EDWARD'S PARK

WHEREAS, the Plat of Edward's Park and the Plat of Blocks 5 and 6 of Edward's Park contain lots designated as private roads, including Lot 24, also designated as the Waubesa Promenade; and,

WHEREAS, the Village of McFarland was deeded the private roads in Edward's Park in 2008, including Lot 24, for the purpose of maintaining the roads as public streets; and,

WHEREAS, Lot 24 was never improved as a public way or promenade since the Plat was recorded in 1899; and

WHEREAS, Lot 24 provides no ingress or egress to any of the adjoining lots, and discontinuance of Lot 24 as a public way will not result in any parcel being landlocked; and,

WHEREAS, the Village Board has determined that it is in the public interest that those sections of Lot 24 that are not extensions of Village streets be discontinued as public ways, pursuant to §66.1003, Wis. Stats.;

NOW, THEREFORE, BE IT RESOLVED, by the Village Board of the Village of McFarland, that those sections of Lot 24 of the Edward's Park Plat and the Plat of Blocks 5 and 6 of Edward's Park, as described and depicted on Exhibit A to this Resolution, be discontinued as a public way, pursuant to §66.1003, Wis. Stats.

A certified copy of this Resolution and Exhibit shall be recorded with the Dane County Register of Deeds.

The intent of this discontinuance is for all of the public way described herein to revert to the adjoining lands pursuant to §§66.1003 and 66.1005, Wis. Stats.

The above and foregoing Resolution was duly adopted at a regular meeting of the McFarland Village Board on the ____ day of _____, 2019.

APPROVED:

Brad Czebotar, Village President

ATTEST:

Cassandra Suettinger, Village Clerk-
Treasurer

RESOLUTION #2019-04	
MOTION	SECOND
ACTION	DATE
Adopted	
Referred	
Tabled	
Withdrawn	
Defeated	
Published	
INDIVIDUAL VOTING RECORD	
Adrian	Kolk
Brassington	Lytle
Clow	O'Hearn
Czebotar	
VOTING RESULTS	
Motion Carried	
Motion Defeated:	

EXHIBIT A

The following described premises are situated in the County of Dane, State of Wisconsin, in the Plat of Edward's Park, recorded as Document No. 227697, and the Plat of Blocks 5 and 6 of Edward's Park, recorded as Document No. 253782, formerly in the Town of Blooming Grove, now in the Village of McFarland.

The portions of Lot 24 to be discontinued as a public way in the Village of McFarland, are better described as follows:

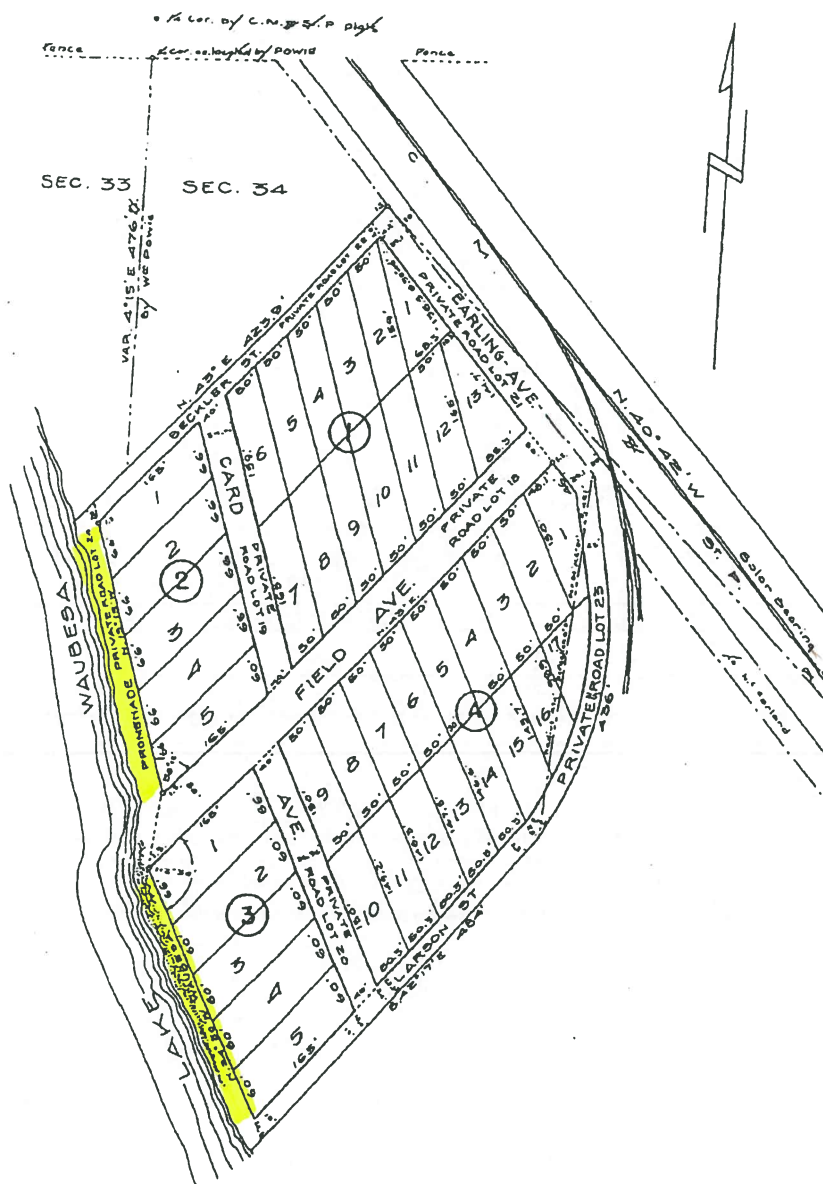
All of Private Road Lot 24, in the Plat of Edward's Park and the Plat of Blocks 5 and 6 of Edward's Park, except those portions of Lot 24 that are an extension of the right of way lines for Beckler Street (Private Road Lot 22 in the Plat of Edward's Park), Field Avenue (Private Road Lot 18 in the Plat of Edward's Park), and Larson Street (Private Road Lot 23 in the Plat of Edward's Park).

Maps depicting those portions of Lot 24 to be discontinued are attached as Exhibit B and C, excluding those portions of Lot 24 that are an extension of the right of way line of Beckler Street, Field Avenue, and Larson Street, to Lake Waubesa.



227697
EDWARD'S PARK

SCALE 1" = 200'



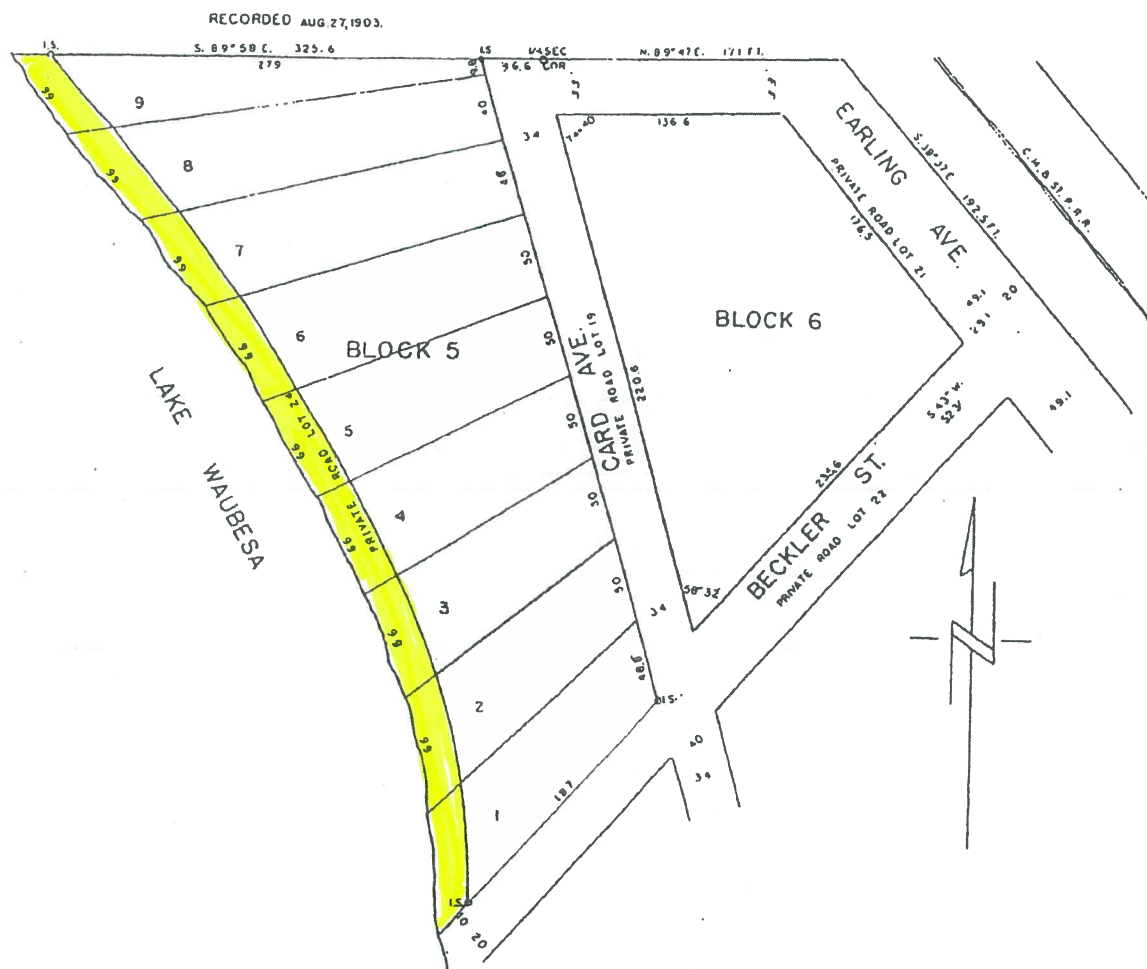
Viewers are advised to ignore the illegible text on this map. It is presented to show spatial relationships only.
Authorized by: *[Signature]*



253782
BLOCKS 5 AND 6
OF
EDWARD'S PARK
SCALE 1"=100'

VOL 3 PAGE 11

W.L. Mercy SURVEYOR AUG. 26, 1903.



Village of McFarland

Lake Waubesa

Promenade -
Owned by the
Village

McDaniel Lane

Card Avenue

Beckler Street

Erling Avenue

Field Avenue

Card Avenue

Larson Street

Lakeview Avenue

Card Avenue

Wisconsin Avenue

Bellevue Court

Siggelkow Road

Terminal Drive

Bremer Road

Glen Road

Norma Road

Taylor Road

Siggelkow Road EB US Highway 51 SB On

US Highway 51

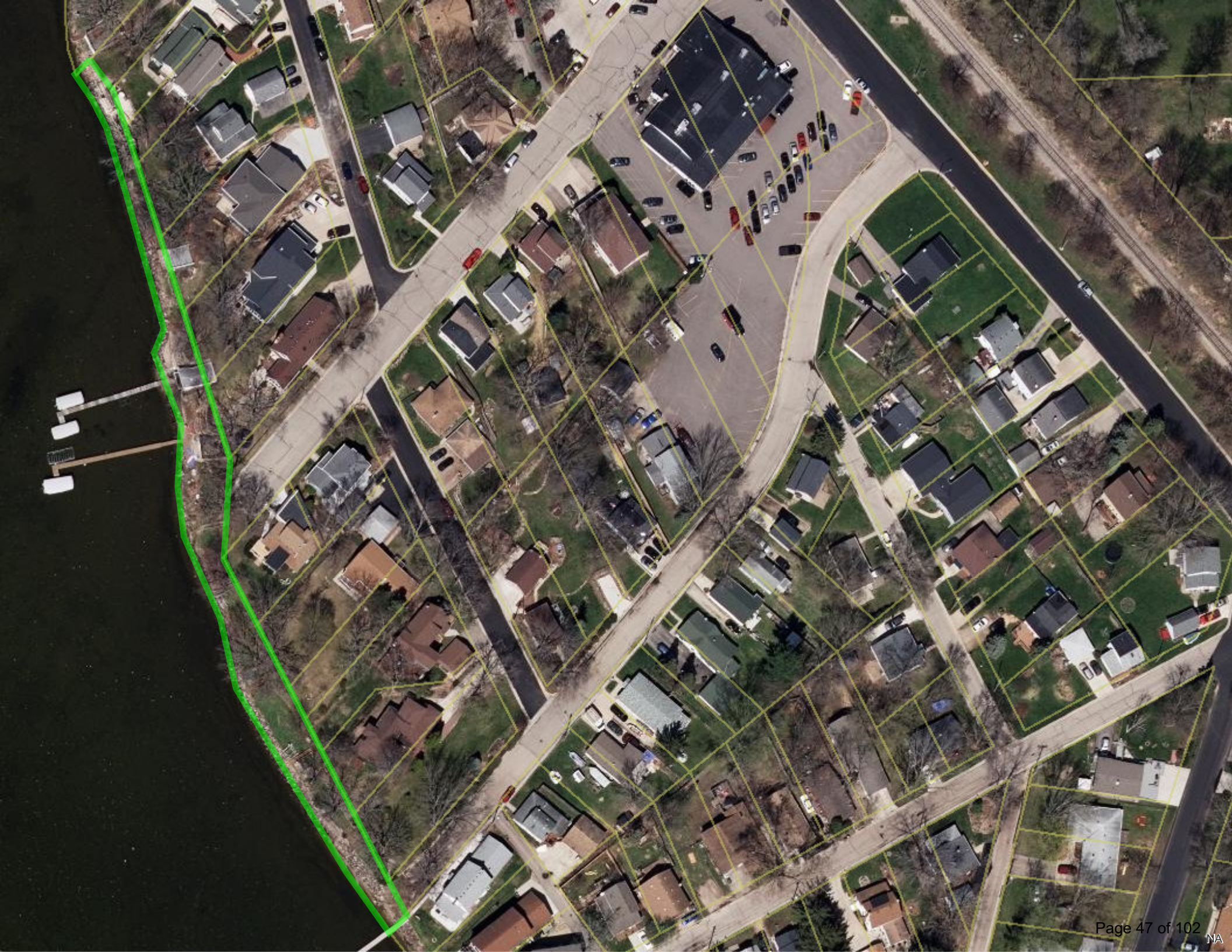
US Highway 51

US Highway 51 NB Siggelkow Road EB Off

LEGEND

- Streets
- Tax Parcels
- Municipal Boundary
- Water Outline

N 0 65 130 260 Feet
Date Map Printed: 2/8/2019





VILLAGE BOARD SUMMARY SHEET

MEETING DATE: Monday, April 22, 2019

SECTION: Business

DEPARTMENT: Administration

CONTACT: Cassandra Suettinger, Village Clerk/Treasurer

AGENDA ITEM: Presentation regarding the 2018 Annual Report for the McFarland Food Pantry.

PREVIOUS ACTION:

ISSUE SUMMARY:

The McFarland Food Pantry will be on hand to present their 2018 annual report.

FINANCIAL/BUDGET IMPACT:

VILLAGE PLAN REFERENCE:

ORDINANCE REFERENCE:

BOARD, COMMISSION OR COMMITTEE RECOMMENDATION:

ATTACHMENTS:

1. 04.22.19 2018 Annual Report Narrative
2. 04.22.19 2018 Annual Report Summary

2018 Annual Report

It takes a village to feed the hungry.....



McFarland Community Food Pantry

5404 Anthony Street PO Box 101
McFarland, WI 53558
608-658-0927
e-mail: mcfcfp@gmail.com
webpage: mcfarlandfoodpantry.com

2018 McFARLAND COMMUNITY FOOD PANTRY HIGHLIGHTS

The McFarland Community Food Pantry's mission is to provide food and household essentials to individuals and families within the McFarland community who are in need.

In 2018, 166 different households made 2330 visits to the Pantry. These households included 199 adults, 64 seniors (over 60), and 146 children.

In addition to the weekly distribution of food and household essentials, the Pantry:

- Ensured that each Pantry guest had access to a wide variety of nutritious food items including milk, eggs, meat, and fresh produce;
- Stocked household essentials, including toilet paper, paper towels, toothbrushes, toothpaste, bath soap, shampoo, dish soap, and laundry detergent;
- Distributed backpacks and school supplies to over 100 students. These school supplies were donated by the community and coordinated by the Lioness, Lions, United Church of Christ, American Legion Auxiliary #534, McFarland Lutheran Church, McFarland State Bank, and Thrivent Insurance. The Pantry also provided school gift certificates for 100 students;
- Provided over 113 Spring/Easter gift cards allowing individual households to shop for their Spring/Easter meal.
- Provided 106 Thanksgiving, and 123 Winter Holiday meal baskets to Pantry households (meal baskets included essentials to make a complete meal); and
- Coordinated the Holiday Giving Tree, providing 125 gifts to each household and 115 individual gifts to children as requested by the families. In addition, the High School Students, coordinated by the Ambassadors, donated gifts for the children.

In addition, during 2018, the Pantry:

- Conducted Slow Cooker Cooking Classes providing information on nutrition, giving recipes and the ingredients to make the dishes sampled, along with a slow cooker.
- Continued to allow guests to shop independently and as often as needed;
- Continued to see an increase in guests taking advantage of shopping on Saturday;
- Continued to provide more nutritious food offerings to Pantry guests.
- Continued to increase the amount and variety of fresh produce providing information on how to prepare the produce;
- Partnered with "Host a Family" providing birthday boxes for children

COMMUNITY SUPPORT

The residents of the McFarland community continued their very generous support of the McFarland Community Food Pantry during 2018. In addition, many community organizations, churches, and businesses have supported the Pantry with special events and food drives, including the following:

- Semi-Annual food drives by the Lions and Lioness in collaboration with Pick 'n Save
- Pantry cleaning by the McFarland Lioness
- Scouting for Food by the McFarland Scouts and cookie/candy/food donations by individual Troops
- McFarland Police Department's Stuff the Squad at Pick 'n Save
- Senior Outreach Food Pantry Challenge providing items for birthday boxes
- Collection boxes at multiple sites throughout the McFarland community
- McFarland Schools including:
 - Waubesa's food drives and decorated grocery bags; the 3rd Grade students who made the Thanksgiving meal baskets; and the 3rd Graders' who "adopted" the Pantry during 2018 and assisted in stocking shelves and donating food along with having the Pantry as their Community Service Project
 - Primary School's Thanks4Giving ingredient donations (green beans, cream of mushroom soup, stuffing), 2nd Graders donations and Socotober which resulted in over 1700 pairs of socks
 - Indian Mound Middle School food drives
 - High School's Boys Basketball Team's Blue vs. White Game and the High School's participation in the giving tree
 - Bowls for Hunger, coordinated by the McFarland High School Art Department
- McFarland United Church of Christ's Sundaes on Thursdays, Valentine's Day play ("Love Letters"), Holiday Play ("It's a Wonderful Life Radio Show"), and food donations
- Mad City Gobblers donation of 150 turkeys for Thanksgiving and winter holiday meal baskets
- McFarland Lutheran Church's Care of Creation Garden, bake sales, and ongoing food donations
- McFarland State Bank's Shred-It Fest, Crazy Sock and Shoe Day, and Holiday Tree
- Bags for Buds tournament fundraiser in memory of Amy Damon and Brandon Slattery supporting the Pantry
- Toby's Christmas Eve Fundraiser
- AMTELCO's food drive
- McFarland Family Chiropractic holiday food drive
- Dan Chin Home's Thanksgiving pie donation
- Kwik Trip's weekly food donations, support and cooperation with the Pantry's weekly pick-ups, and Icon sales
- Friends of the Library Book Sale Food Drive, the Library's Family Board Games, and Food for Fines for overdue library books
- McFarland's Free Sale for Families donations
- IBEW's Holiday lights donation
- Mountain of Food Drive by the Hope Lutheran Church
- Ferraro Real Estate Group's periodic food drives
- Zelm Chiropractic Center's Food Drive and Patient Appreciation Day Fundraiser
- Dollar General's periodic food and other product donations

- Crossroads Church hat and mitten donations
- McFarland Pool's Fun and Fitness Class donations
- Pellitteri Waste System's ThanksGIVING Back Food Drive at the McFarland Police Station

Thanks to the McFarland community, Pantry guests had access to a wide variety of fresh produce and bread. Ongoing produce donations continued from the McFarland Lutheran Church "Care of Creation" garden, the Community Garden, and the Blue Moon Community Farm. Individual local gardeners also made periodic donations including those received from Bill Alber, Norb and Kathy Krusiak, Nick Linden, and Dale Marsden. Fresh bread and pastry products were donated by Stella's and Pick 'n Save.

DONATIONS OF FOOD AND HOUSEHOLD ESSENTIALS

In 2018, approximately 138,000 pounds of food and household essentials were distributed to Pantry guests with over 20,000 pounds of fresh produce. Through the support of the local community, over 33% was donated through food drives, collection boxes at local businesses, grocery bags purchased at McFarland's Pick 'n Save, and individual donations. The Pantry has continued its objective to provide more nutritious options.

PANTRY EXPENSES

During 2018, over 69% of expenses directly provided food, household essentials, holiday meals, and school supplies to individuals and families in need within the McFarland community. The remaining expenses for the Pantry included rent, utilities, supplies, and administrative/miscellaneous expenses.

FINANCIAL SUPPORT

The McFarland Community Food Pantry would not be able to exist without the ongoing commitment of the McFarland community. In 2018, more than 150 different individuals, businesses, and community organizations provided approximately 61% of the financial support to the Pantry. In addition, the United Church of Christ sponsored a Valentine's Day play and a radio show in December; the McFarland Schools held their 7th Annual Bowls for Hunger; and the Pantry was awarded \$8000 thanks to the Jack DeLoss Taylor Charitable Trust. The Pantry also received monetary support from the Village of McFarland.

VOLUNTEERS

The McFarland Community Food Pantry continues to be a 100% volunteer organization from the Pantry Board to the Pantry Managers and a wide range of individual and group volunteers. Volunteers ensure that the Pantry is stocked and ready for guests to shop, pick-up donations, provide assistance in Pantry reporting, and help guests with shopping and packing groceries. Volunteers also check food for current dating, stock shelves, and clean the Pantry each week.

In addition, a Waubesa Third Grade Class helped put together the Thanksgiving Meal Baskets, a Girl Scout Troop helped with putting together the holiday meal baskets, and the McFarland Lioness helped thoroughly clean the Pantry on Community Service Day. Without including those who help with fundraising, Stuff the Bus, and food drives, just under 160 volunteers devoted over 2600 hours during 2018.

Pantry Volunteers serve as the heart of the Pantry and thanks to them, the Pantry runs effectively and efficiently!

THANKS to Everyone who helped in 2018 to make the McFarland Community Food Pantry a success.



McFARLAND COMMUNITY FOOD PANTRY ANNUAL REPORT - 2018

The McFarland Community Food Pantry's mission is to provide food and household essentials to individuals and families within the McFarland community who are in need.

2018 goals included providing an increase in shopping opportunities to Pantry guests, expanding delivery service to those home-bound, and continuing to provide healthy food choices.

The Pantry is committed to working closely with the community in their support of the Pantry and working with local gardeners to provide fresh produce to Pantry guests.

THANK YOU FOR YOUR ONGOING SUPPORT.

166 Distinct Households Served

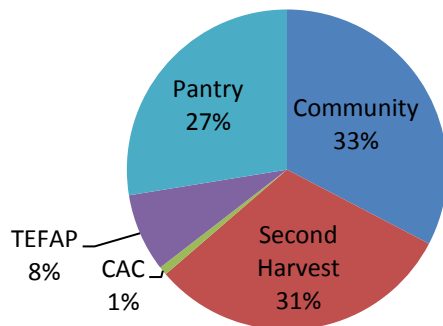
*2330 Shopping Visits

*146 Children

*199 Adults

*64 Seniors

McFarland Food Pantry 2018 Sources of Food



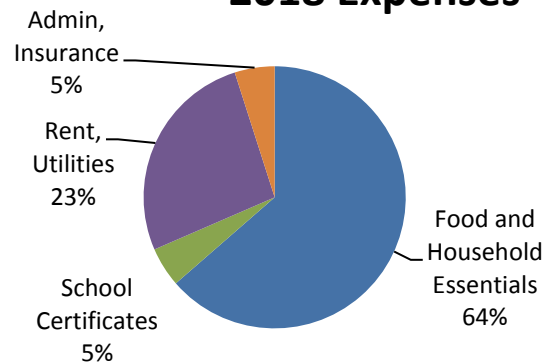
Pantry Volunteers

Over 156 regular volunteers donated over 2600 hours help keep the Pantry operating.

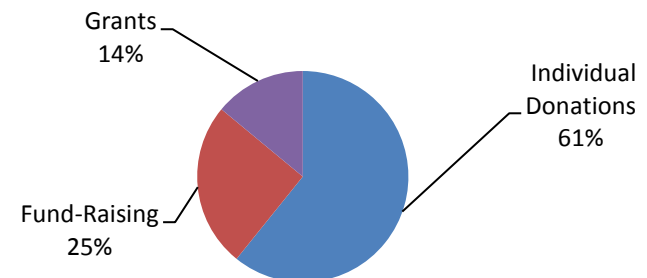
Volunteers ensure that the Pantry is stocked and ready for guests to shop, pick-up donations, provide assistance in Pantry reporting and help guests with shopping and packing groceries. In addition volunteers check food for current dating, stock shelves, and clean the Pantry each week.

Many more volunteers are involved in various fundraising activities and food drives.

McFarland Food Pantry 2018 Expenses



McFarland Food Pantry 2018 Monetary Donations



Visit us at www.mcfarlandfoodpantry.com for more a more detailed summary of 2018. If questions, email us at mcfcfp@gmail.com



VILLAGE BOARD SUMMARY SHEET

MEETING DATE: Monday, April 22, 2019

SECTION: Business

DEPARTMENT: Public Works

CONTACT: Jim Hessling, Public Works Director

AGENDA ITEM: Discussion and action regarding the purchase of a hydraulic breaker.

PREVIOUS ACTION:

The Public Works Committee discussed this proposal at their meeting of April 9, 2019. The committee approved this purchase on a 5-0-1 vote.

ISSUE SUMMARY:

The department purchased a new tractor backhoe in 2015. At that time, we had the machine sized to add additional attachments in the future as needed. As of this writing, we have had two water main breaks so far this year. Both of those breaks had to be completed by an outside contractor as we did not have the necessary equipment to dig up the leak. Please note that there may be times when we will have to hire outside help with main breaks due to excessive frost, bury depth issues, and/or other service demands.

The cost of a complete breaker, which was not included in the 2019 budget, is priced at \$12,900. Included with this quote is pricing for another brand of breaker, from the same vendor. The next closest priced breaker is \$50 more with a lesser warranty. I recommend that we purchase this from our local Caterpillar dealer, Fabick CAT. The reasoning behind this is that this department has a great working relationship with this dealer, the purchase is compatible with our machine, and we are being offered a 23% discount. Purchasing a breaker attachment from another dealer, could put our extended machine warranty in jeopardy.

FINANCIAL/BUDGET IMPACT:

The 2019 Public Works Capital Budget allowed for 3 vehicle purchases of \$286,000 within the Department. Through negotiations, we were able to save approximately \$24,900 on these three budgeted purchases. The cost of the proposed breaker is \$12,900 which still leaves a small surplus for other unintended expenses with these purchases.

VILLAGE PLAN REFERENCE:

None

ORDINANCE REFERENCE:

None

BOARD, COMMISSION OR COMMITTEE RECOMMENDATION:

Approval is required to proceed with this purchase.



ATTACHMENTS:

1. Breaker purchase 2019
2. Fabick CAT Breaker Quote

Memorandum

To: Public Works Committee
Public Utilities Committee
Village Board Members

From: James R. Hessling, Public Works Director

Cc: Matthew G. Schuenke, Village Administrator
Cassandra Suettinger, Village Clerk

Date: April 2, 2019

Re: Hydraulic Breaker Purchase

Dear Committee and Village Board Members,

I would like to take this opportunity to ask permission to purchase a hydraulic breaker for use on our tractor backhoe.

The department purchased a new tractor backhoe in 2015. At that time, we had the machine sized to add additional attachments in the future as needed. As of this writing, we have had two water main breaks so far this year. Both of those breaks had to be completed by an outside contractor as we did not have the necessary equipment to dig up the leak. Please note that there may be times when we will have to hire outside help with main breaks due to excessive frost, bury depth issues, and/or other issues.

The cost of a complete breaker, which was not included in the 2019 budget, is priced at \$12,900. Included with this quote is pricing for another brand of breaker, from the same vendor. The next closest priced breaker is \$50 more with a lesser warranty. I recommend that we purchase this from our local Caterpillar dealer, Fabick CAT. The reasoning behind this is that this department has a great working relationship with this dealer, the purchase is compatible with our machine, and we are being offered a 23% discount. Purchasing a breaker attachment from another dealer, could put our extended machine warranty in jeopardy. On the recent mower purchase, the department was able to save \$17,500. I would like to use these savings to offset the cost of the hydraulic breaker.

In closing, I would like to take this opportunity to thank you in advance for allowing me to bring this request to you and I am confident that this piece of machinery will pay for itself over time. I ask that you please approve this request.

Sincerely,

James R. Hessling

April 1, 2019

Jim Hessling
Village Of Mc Farland
5915 Milwaukee St
Mc Farland, WI 53558-0110

Jim:

We are pleased to quote the following for your consideration:



Caterpillar , H65S		Rammer 777
Foot lbs force #800		#750
Tool Diameter 2.68"		3.15"
Weight #860 lbs		850 Lbs
Warranty 1 year		3 year
Bracket, Pin lock		yes
Lines, H65, BHL		yes
Tool, Compacting Plate H65E		yes
Tool, In Line Chisel H65E		yes
Tool, Blunt, H65E		yes
Coupler hyd kit		Yes
Discounted Price:	\$16,818.00	\$16,754.00
_Mcfarland Municipal discount (23%)	-\$3,891.00)	-(\$3,854.00)
Total Investment:	\$12,950.00	\$12,900.00

Caterpillar is in the midst of a new Model change on their Hammers, Current deliveries are out to late August 2019, We have had very good luck with the Rammer line and their support is very good, I have broken down the models and pricing for your review. I would be able to supply a Rammer Hammer in less than 3 weeks of time of order.

This breaker will be compatible with your machine and will not void the extended warranty.

We believe the equipment as quoted will exceed your expectations. On behalf of Fabick Cat, thank you for the opportunity to quote Caterpillar machinery.

Sincerely,

Dan DeVault
Territory Manager

*Prices good for 30 Days

Milwaukee
11200 West Silver Spring Rd.
Milwaukee, WI 53225-3118
414/461-9100 Tel
414/461-8899 Fax

Power Systems
11200 West Silver Spring Rd.
Milwaukee, WI 53225-3118
414/461-9100 Tel
414/615-2101 Fax

Madison
1111 Applegate Rd.
PO Box 259040
Madison WI 53725-9040
608/271-6200 Tel
608/271-1410 Fax

Eau Claire
7860 Partridge Rd.
PO Box 1088
Eau Claire, WI 54702-1088
715/874-5100 Tel
715/874-5182 Fax

Power Systems
7877 Partridge Rd. (Cty EE)
PO Box 1088
Eau Claire, WI 54702-1088
715/874-5100 Tel
715/874-5151 Fax

LaCrosse
1620 Carol Court
La Crosse, WI 54601-3056
608/783-4891 Tel
608/781-3222 fax

Superior
111 Moccasin Mike Rd.
Superior, WI 54880-4358
715/398-9696 Tel
715/398-9695 Fax

Green Bay
600 Hansen Rd.
PO Box 19976
Green Bay, WI 54307-9176
920/498-8000 Tel
920/499-4844 Fax

Power Systems
2700 South Broadway
PO Box 19976
Green Bay, WI 54307-9176
920/498-8000 Tel
920/499-0890 Fax

Wausau
9601 Christie Ln.
PO Box 350
Schofield, WI 54476-0350
715/359-6220 Tel
715/359-5550 Fax

Marquette
US Highway 41 West
PO Box 638
Marquette, MI 49855-0638
906/475-4191 Tel
906/475-4054 Fax



VILLAGE BOARD SUMMARY SHEET

MEETING DATE: Monday, April 22, 2019

SECTION: Business

DEPARTMENT: Public Works

CONTACT: Matt Schuenke, Village Administrator, Jim Hessling, Public Works Director

AGENDA ITEM: Discussion and action regarding a Sanitary Sewer Backup Manual.

PREVIOUS ACTION:

The Village Board provided direction at its February 12, 2018 meeting that the Public Utilities and Public Works committees both evaluate this issue and provide a recommendation back to the Village Board on their findings.

The Public Utilities Committee made a recommendation of approval to the Village Board at their meeting on March 12, 2019.

The Public Works Committee made a recommendation of approval to the Village Board at their meeting on April 9, 2019.

ISSUE SUMMARY:

The Public Utilities Committee has been working on preparing a manual to assist Public Works Staff when they encounter a sanitary sewer backup on private property. Included within your packet is the manual updated for McFarland based on the draft provided by our insurance company. This manual was prepared by the Committee but also reviewed by the Village Attorney, Insurance Company, and Village Public Works Employees for input. The intent of this document is to be descriptive, consistent, and responsive when these situations do occur. Both Committees have signed off on this as was requested by the Village Board and they unanimously recommend its approval.

FINANCIAL/BUDGET IMPACT:

Most additional costs with this program will be absorbed within existing operating budgets and worked into existing response protocols for these situations. Existing budget levels within the Utilities Fund for sanitary sewer service are sufficient for this purpose.

VILLAGE PLAN REFERENCE:

None.

ORDINANCE REFERENCE:



None.

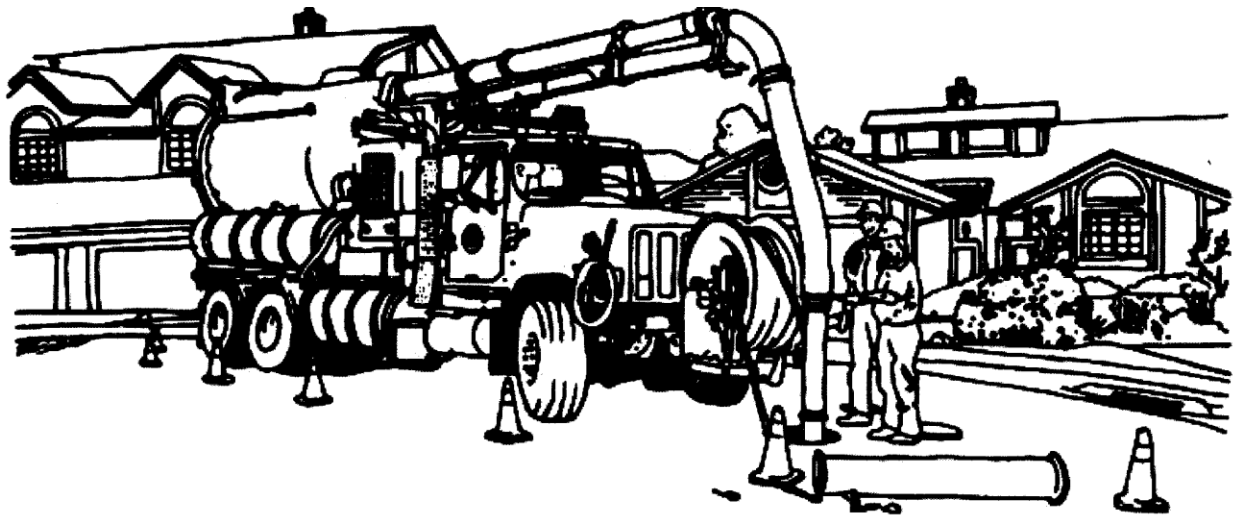
BOARD, COMMISSION OR COMMITTEE RECOMMENDATION:

Presented for approval.

ATTACHMENTS:

1. Sewer Backup Manual 03072019 mgs CLEAN

McFarland VILLAGE OF



SANITARY SEWER BACKUP REDUCTION PROGRAM

Public Works Department

Adopted March 25, 2019

Section 1 *OVERVIEW*

The McFarland Sanitary Sewer Backup Reduction Program is intended to establish preventative maintenance procedures to minimize the likelihood of a sewer backup and to minimize the damage that may be caused when such a backup occurs. The goal of this program is to provide for the design and maintenance of the public sanitary sewer facilities to maximize their proper functioning, to promptly address any obstructions or damage to the system, to provide information and assistance to sewer utility customers in reducing the risk of backups in their own sewer facilities and in responding to any backups that do occur.

The provision of sanitary sewer services is governed locally under Chapter 47 of the Village of McFarland ("Village") Code of Ordinances. The enforcement of the provisions of the sewer use ordinance and the application of this Program will reduce the likelihood of damage to the public sewer system and the private and public properties it serves.

Section 2 *SANITARY SEWER BACKUP PROGRAM*

It is the Village's policy to preserve the integrity of its municipal sanitary sewer system, by keeping its facilities in good condition and repair and free from obstructions that may hinder the system efficiency and cause damage, financial loss, or inconvenience. The contents of this manual and the program that it entails is designed to reduce the potential for the Village's system to cause or contribute to backups that threaten the public health and damage to property, along with the potential responsibility of the Village for the resulting costs. The program and this manual have been adopted and recommended by the McFarland Public Utilities Committee, and has been adopted as Village policy by resolution of the Village Board.

Section 3 *PREVENTATIVE MAINTENANCE GUIDELINES*

A. System Design.

New sanitary sewer system components will be designed by qualified engineers and installed in accordance with accepted engineering specifications. Installations shall be inspected by a professional engineer or the Village Building Inspector as appropriate. Repairs or improvements to existing sanitary sewer lines must use PVC pipe or other high-quality, durable material approved by the Village upon recommendation of the Village Engineer.

B. Sewer Use Ordinance

The Village's Sanitary Sewer Use Ordinance (Appendix B, Chapter 47 of the McFarland Municipal Code) requires the installation of back-flow prevention devices in all new construction, and on the lowest drains of all existing buildings. All restaurants, laundromats, and other commercial facilities that discharge fats, oils and greases are required to install grease traps. All property owners are prohibited from directing sump pumps and downspouts into the sanitary sewer system.

C. Preventative Inspections, Cleaning, and Maintenance

The Director of Public Works is responsible for establishing a program for routine inspection and maintenance of public sanitary sewer mains, lift stations and other facilities. The program should include, where practicable, a schedule to be followed for:

- Periodic cleaning of the sanitary sewer lines, with emphasis on any portions of the system that have historically required more frequent cleaning..
- Periodic televising of the sanitary sewer lines on a basis to identify potential obstructions, reduced flow capacity, damage or potential sources of infiltration and inflow.
- Periodic cleaning of all Village owned lift stations. .

The frequency and manner in which inspection and cleaning is completed, shall be determined by the Public Works Director based on the availability of budgeted resources, necessary outside services and technology as appropriate. The Public Works Director will make decisions after considering the recommendation of the Village Engineer and upon approval of the Village Board and/or Public Utilities Committee when required.

Section 4 *SEWER BACKUP RESPONSE PROCEDURES*

A. Office Response to a Citizen Report.

Proper response by Public Works personnel when a property owner reports a sanitary sewer back up problem can greatly minimize customer anxiety and property loss from such incidents. Any customer reporting a backup shall be treated with consideration and empathy. The employee receiving the call should gather the following information:

- The location of the backup and the name and phone number of the individual making the report.

- If available, the contact should be immediately referred to a Supervisor for further response.
- The individual reporting the backup should be contacted as soon as possible and advised of the planned response and when the responsive action should be expected.

B. Field Response to a Sanitary Sewer Backup.

Timely action taken by field personnel will vary, depending upon the situation. It is vital that the individual who reported the backup be treated professionally, and that full respect is shown for the owner's property and possessions.

Public Works personnel shall take the following steps:

- Take all necessary actions to determine the cause of the sanitary sewer backup.
 - Check the flow in the manholes above and below the backup location.
 - If necessary, televise the lines to find and help document the problem.
- Quickly arrange to correct the problem if it is determined to be in the main lines:
 - If a blockage has caused the sanitary sewer backup, remove the cause of the blockage.
 - Never speculate as to liability for damage. Legal liability depends on a number of factors, and cannot be determined solely from a field inspection. Refer any inquiries regarding legal issues or financial responsibility to an available Supervisor.
- If the sanitary sewer blockage is located in the lateral line, clearly explain to the user that the maintenance of the lateral line is the responsibility of the property owner and that they must complete the repair.

Section 5 *SANITARY SEWER BACKUP INVESTIGATIONS*

Documented sanitary sewer backup incident investigations are important for preserving the integrity of the sanitary sewer system, for providing insurance coverage information, and for reducing the risk of litigation against the Village.

- Accurate information helps the municipality's insurance carrier investigate and resolve any claims. If a claim is filed against the Village, it is critical that with the claims adjuster have accurate information about the incident.

- All sanitary sewer backup investigations should be documented and reported to the Public Works Director as soon as practicable.
- The Public Works Director shall review and compile any backup reports for filing with the Village's insurance carrier upon consultation with the Village Administrator and Clerk/Treasurer as is appropriate.

Section 6 *SANITARY SEWER BACKUP EMERGENCY RESPONSE PLAN*

The Public Works Director shall prepare an emergency response plan to assure that appropriate personnel are prepared to take timely and efficient action in the case of a sewer backup incident. The plan should include at least the following:

- Primary response personnel including names, titles, and emergency phone numbers.
- Backup personnel to be contacted should those in primary positions be unreachable.
- Police and Fire/Rescue Department phone numbers (non-emergency).
- Specialty contractor information that may be needed for plumbing/sewer line repair, cleaning or engineering consultation.
- Names and telephone numbers of any regulator or environmental agency that should be informed of a sanitary sewer backup or wastewater problem.
- System protection, including an emergency power backup system and a failure alarm system for all lift stations, or sewer pump stations should be in place.
- System alarms should ring to a staffed location or 24-hour "on-call" phone, pager or other communication system monitored by an emergency response employee.
- The emergency response plan shall be reviewed and approved by the Public Utilities Committee at least annually with recommended changes presented at time of review.

Section 7 *EDUCATION AND TRAINING*

A. Employee Qualifications and Training.

Employees along with some contractors are trained in the Village's sanitary sewer system. Training can be in several forms, including but not limited to, formal education, various seminars, schooling, licensure, safety and work experience. The Public Works Director shall be responsible for ensuring proper training is provided to the Department based on the availability of resources.

B. Community Education.

Community education can come in several forms. It is the Village's intention to provide this information on its website and possibly other social media outlets. This type of information will also be included with the "new resident packets" for all newly constructed homes and businesses. Public Works is further encouraged to maintain dialogue with the Communications and Technology Department to inform the public of these issues using diverse media opportunities to do so.

Among other relevant information, the public communication provided should explain:

- The causes of sanitary sewer backup situations.
- Steps to help prevent sanitary sewer backup incidents, such as avoiding the deposit of grease, bulky non-soluble items down household toilets, and/or potential tree root intrusions.

Risks created by putting various waste items down a toilet, and alternative disposal through regular trash collection.

- The value of back-flow preventers for below-ground building drains, and recommendations for periodical inspections.
- Options available to report a sanitary sewage backup problem.
- Recommendations to consider the purchase of sanitary sewer backup endorsements on homeowner insurance policies.

Appendices *Program Support Documents*

Appendix A	Village Board Resolution Approving Program.
Appendix B	Article III – Sanitary Sewer System (Village Code of Ordinances)
Appendix C	Sanitary Sewer Backup Intake Report
Appendix D	Sanitary Sewer Backup Field Assessment
Appendix E	Sanitary Sewer Backup Follow Up Investigation
Appendix F	Public Works Contact Information
Appendix G	Information for Homeowners and Residents

ARTICLE III. - SANITARY SEWER SYSTEM

DIVISION 1. - GENERALLY

Sec. 47-76. - Introduction; general provisions; compliance with rules.

- (a) This Article regulates the use of public and private sewers and drains, connections to the public sewerage system, discharge of septage into the public sewerage system, and the discharge of waters and wastes into the public sewerage systems within the Village. It also provides for and explains the method used for levying and collecting wastewater treatment service charges, sets uniform requirements for discharges into the wastewater collection and treatment systems and enables the Village to comply with administrative provisions, and other discharge criteria, which are required or authorized by the state or federal law. Its intent is to derive the maximum public benefit by regulating the characteristics of wastewater discharged into the sewerage system.
- (b) This Article provides a means for regulating the use of the public sewers, effectuating connections thereto, determining wastewater volumes, constituents and characteristics, the setting of charges and fees, and the issuing of permits to certain users. Revenues derived from the application of this Article shall be used to defray the costs of operating and maintaining the wastewater collection and treatment systems and to provide sufficient funds for capital outlay, debt service costs and capital improvements. The charges and fees herein have been established pursuant to requirements of the Wisconsin Statutes. This Article shall supersede any previous ordinances, rules or regulations of the Village relating to the subject matter hereof; and shall repeal all parts thereof that may be inconsistent with this Article. If there is any conflict between this Article and any applicable Wisconsin Statutes, the Wisconsin Statutes shall control in such instance.
- (c) All persons now receiving sewer service from the Village Sewer and Water Utility or who may hereafter make application therefor shall be considered as having agreed to be bound by rules and regulations as filed with the Wisconsin Public Service Commission.

(Code 1998, § 9-2-1)

Sec. 47-77. - Definitions.

The following words, terms and phrases, when used in this Article, shall have the meanings ascribed to them in this Section, except where the context clearly indicates a different meaning:

- (a) *Actual customer.* The number of water meters serving a user. If a user's water consumption is not metered, the Director shall estimate the number and size of the water meters that would otherwise be required to measure such consumption. The Director's estimate shall be in accordance with generally accepted engineering practices.
- (b) *Applicable pretreatment standard.* That most restrictive provisions contained in any pretreatment limitations or prohibitive standards (enacted by any federal, state or local governmental entity) and incorporated in this Article, which applicable pretreatment standard shall be complied with by nondomestic wastewater users of the sewerage system.
- (c) *Building drain.* That part of the lowest horizontal piping of a drainage system that receives the discharge from soil, waste, and other drainage pipes inside the walls of the building or structure and conveys it to the building sewer.

- (d) *Building sewer.* A sanitary sewer that begins at the immediate outside of the foundation wall of any building being served and ends at its connection with a community sewer or interceptor.
- (e) *Carbonaceous biochemical oxygen demand (CBOD).* The quantity of oxygen used in the biochemical degradation of organic material in five days at 20 degrees Celsius when the oxidation of reduced forms of nitrogen is prevented by the addition of an inhibitor. This analytical procedure shall be performed in accordance with standard methods.
- (f) *Combined sewer.* A sewer designed to receive or receiving both wastewater and stormwater or surface water.
- (g) *Commission of the Madison Metropolitan Sewerage District.* As defined and with such powers as set forth in Wis. Stats. § 200.09 as amended from time to time.
- (h) *Commissioners.* The Commissioners of the District.
- (i) *Community or Municipality* shall mean the Village.
- (j) *Community sewer.* Any sanitary sewer owned and/or operated by the Village, which sewer is tributary to an intercepting sewer or treatment facility owned or operated by the District.
- (k) *Compatible pollutant.* Biochemical oxygen demand, suspended solids, pH or fecal coliform bacteria, plus additional pollutants identified in the WPDES Permit issued to the District for its wastewater treatment facility, provided that said wastewater treatment facility was designed to treat such pollutants and, in fact, does remove such pollutants to a substantial degree.
- (l) *Composite sample.* A sample consisting of portions of waste taken in proportion to the volume of flow of said waste.
- (m) *Director.* The Director of the District or other authorized representative of the Commission or District.
- (n) *District.* The Madison Metropolitan Sewerage District (MMSD), a regional sewerage district governed by the Commission.
- (o) *Domestic wastewater or sanitary sewage.* A combination of liquid and water-carried wastes and wastewater discharged from toilets, conveniences or other sanitary plumbing facilities, which contain no incompatible pollutants exceeding the limitations set forth in Section 47-107 and which contain no substances prohibited by the terms of this Article.
- (p) *Equivalent meters.* The number of equivalent five-eighths-inch meters and shall be based on the following:

Meter Size	Number of Equivalent 5/8 -inch Meters
5/8 -inch	1
¾-inch	1
1-inch	2.5
1¼-inch	3.7
1½-inch	5

2-inch	8
3-inch	15
4-inch	25
6-inch	50
8-inch	80
10-inch	120
12-inch	160

Where a user does not have a water meter for measuring the user's water consumption, the Village Director of the Public Works shall estimate the number and size of water meters that would otherwise be required to serve that user, based upon standard engineering practices; and the equivalent meters shall then be determined on this estimate.

- (q) *Federal Act.* The Federal Water Pollution Control Act (33 USC 1251 to 1387, as amended from time to time, et seq.) or as implemented by Wis. Stats. § 283.001 et seq., or appropriate Sections of the Wisconsin Administrative Code adopted pursuant to Wis. Stats. § 283.001 et seq., as well as any applicable guidelines, limitations and standards promulgated by the United States Environmental Protection Agency pursuant to the Federal Act.
- (r) *Floatable oil.* Oil, fat or grease in a physical state such that it will separate by gravity from wastewater by treatment in an approved pretreatment facility. Wastewater shall be considered free from floatable oil if it is properly pretreated and does not interfere with the collection system.
- (s) *Garbage.* The animal and vegetable waste resulting from the handling, preparation, cooking and serving of foods or from the handling, storage or sale of food products and produce.
- (t) *Holding tank waste.* The scum, liquid, sludge or other waste from holding tanks such as chemical toilets, campers, trailers, privies, septic tanks and other temporary holding facilities and shall include wastes from a soil absorption field. Such term is synonymous with the term "septage." The term does not include the waste from a grease trap.
- (u) *Incompatible pollutant.* Any pollutant that is not a compatible pollutant.
- (v) *Industrial discharge or industrial waste.* Any water-borne solids, liquids or gaseous wastes, other than domestic wastewater, resulting from, discharging from, flowing from or escaping from any industrial user, including, but not limited to, cooling water and discharges from wastewater pretreatment facilities. Such term includes any wastewater which is not sanitary sewage.
- (w) *Industrial user.* Any commercial or industrial user who makes, causes or permits an industrial discharge into the District's wastewater facilities.
- (x) *Intercepting sewer.* Any sanitary sewer owned or operated by the District.

- (y) *Interference*. The inhibition or disruption of the sewerage system or wastewater treatment processes or operation may or does contribute to a violation of any condition of the District's WPDES Permit.
- (z) *May*. The term is permissive.
- (aa) *National Categorical Pretreatment Standards*. Any regulation or order containing pollutant discharge limitations as promulgated by the U.S. Environmental Protection Agency in accordance with Section 307(b) and (c) of the Clean Water Act (33 USC 1317), which limitations apply to one or more specific categories of industrial users.
- (bb) *Natural outlet*. Any outlet, including storm sewers, into a watercourse, pond, ditch, lake or other body of surface water or groundwater.
- (cc) *New source*. Any source, the construction of which is commenced after the publication of proposed regulations prescribing a Section 307(c) (33 USC 1317) categorical pretreatment standard, which will be applicable to such source.
- (dd) *Person*. Any individual, firm, company, partnership, municipality, association, private or public, corporation, cooperative, society, institution, enterprise, government agency, or other entity.
- (ee) *Pretreatment*. The reduction of the amount of pollutants, the limitation of pollutants or the alteration of the nature or characteristics of the pollutant properties of the wastewater of a user prior to or in lieu of discharge to a public sewerage system.
- (ff) *Properly shredded garbage*. The wastes from the preparation, cooking and dispensing of food that has been shredded to such a degree that all particles will be carried freely under the flow conditions normally prevailing in public sewers.
- (gg) *Public sewer*. A sewer owned and maintained by the Village.
- (hh) *Public sewerage system*. All structures, appurtenances, conduits and pipelines by which wastewater is collected and disposed of, including the wastewater treatment works, excepting plumbing inside of and in connection with buildings and properties served and excepting building sewers.
 - (ii) *Sanitary sewage*. A combination of liquid and water-carried wastes discharged from toilets and/or sanitary plumbing facilities, together with such groundwaters, surface waters, and stormwaters as may have inadvertently entered the sewerage system.
 - (jj) *Sanitary sewer*. A sewer that carries liquid and water-carried wastes from residences, commercial buildings, industrial plants or institutions.
 - (kk) *Septage*. The wastewater or contents of septic or holding tanks, dosing chambers, grease interceptors, seepage beds, seepage pits, seepage trenches, privies or portable restrooms.
 - (ll) *Sewer*. A pipe or conduit that carries wastewater or drainage water.
- (mm) *Sewer service charge*. A service charge levied on users of the wastewater collection and treatment facilities for payment of use-related capital expenses as well as the operation and maintenance costs, including replacement costs, of said facilities.
- (nn) *Sewer system*. The public sanitary sewers within a sewerage system. The facilities that convey wastewater from individual structures, from private property to the public sanitary sewer, or its equivalent, are specifically excluded from the definition of "sewer system"; except that pumping units and pressurized lines for individual structures or groups of structures may be included as part of a "sewer system" when such units are cost effective and are owned and maintained by the Village. Lift stations or pumping stations and all appurtenances thereto are included in this definition. For example, a Building Sewer is not part of the sewer system.

- (oo) *Shall*. The term is mandatory.
- (pp) *Significant industrial contributor*. A user that has a discharge flow that:
 - (1) Is greater than 25,000 gallons on any day of the year;
 - (2) Is greater than five percent of the total flow rate or design compatible pollutant loading received at the municipal wastewater treatment plant and/or is subject to pretreatment standards for incompatible pollutants as defined in Wis. Admin. Code Ch. NR 211; or
 - (3) Has been notified in writing by the Wisconsin Department of Natural Resources, the District or any municipality within the District that it is necessary to provide information concerning the concentration and quantity of the pollutants discharged.
- (qq) *Slug load*. Any substance released at a discharge rate and/or concentration that causes interference to the wastewater treatment processes.
- (rr) *Standard methods*. The analytical procedures performed in accordance with 40 CFR 136, or as the U.S. Environmental Protection Agency otherwise determines.
- (ss) *Storm drain*. Any device for the drainage of stormwater from land or the protection of land from water, including open ditches, tiles, pipelines, pumps and levees.
- (tt) *Stormwater runoff*. That portion of the rainfall that is collected and drained into the storm sewers.
- (uu) *Suspended solids*. Total suspended matter that either floats on the surface of, or is in suspension in, water, wastewater or other liquids and that is removable by laboratory filtering as prescribed in "standard methods" and referred to as nonfilterable residue.
- (vv) *Total Kjeldahl nitrogen (TKN)*. The quantity of organic nitrogen and ammonia as determined in accordance with standard methods.
- (ww) *Total phosphorus (TP)*. The quantity of total phosphorus as determined in accordance with standard methods.
- (xx) *Unpolluted water*. Water of quality equal to or better than the effluent criteria in effect or water that would not cause violation of receiving water quality standards and would not be benefited by discharge to the sanitary sewers and wastewater treatment facilities provided.
- (yy) *User*. Any person who discharges, or causes to be discharged, domestic wastewater, industrial discharges or any other wastewater into the public sewerage system.
- (zz) *User charge*. The charges levied on the District customers, municipalities and/or users of the wastewater facilities for the cost of operation, maintenance and replacement of such wastewater facilities. The user charge is a component of the sewer service charge.
- (aaa) *Wastewater facilities*. The District's structures, equipment and processes that are designed to collect, carry and treat domestic wastewater and industrial discharges.
- (bbb) *Wastewater parameters*. Volume, CBOD, suspended solids, total Kjeldahl nitrogen, total phosphorus, actual customers, equivalent meters and such additional parameters as may, from time to time, be determined by the District.
- (ccc) *Wastewater treatment plant*. The District's arrangement of devices and structures for treating domestic wastewater and industrial discharges. Sometimes used as synonymous with "wastewater treatment" or "wastewater treatment works" or "water pollution control works."
- (ddd) *WPDES permit*. The District's permit to discharge pollutants, obtained under the Wisconsin Pollutant Discharge Elimination System (WPDES) pursuant to Wis. Stats. § 283.001 et seq.

(Code 1998, § 9-2-2)

State Law reference— Definitions, Wis. Stats. § 283.01.

Sec. 47-78. - Application for service.

- (a) Application for permission to connect a building sewer to a community sewer shall be made to the Village sewer utility on a form furnished by the sewer utility. The application must describe fully and truthfully all the wastes, which are anticipated to be discharged. If the applicant is not the fee simple owner of the property, the written consent of the owner must accompany the application. By submitting such an application, all users are deemed to have agreed to be bound by this Article, as amended from time to time.
 - (1) The application shall include at least the following information:
 - a. Name of property owner;
 - b. Legal description of property being served;
 - c. The number and type of plumbing fixtures to be connected.
 - (2) If it appears that the service applied for will not provide adequate service for the contemplated use, the Public Utilities Committee may reject the application. If the Public Utilities Committee approves the application, it shall issue a connection permit as shown on the application. No service shall be provided or application approved without prior payment of all applicable fees.
- (b) The applicant shall agree to install the building sewer in accordance with sewer utility and District specifications. No building sewer may be connected to a community sewer unless the community sewer is adequately sized to transport the additional flow. The size and kind of pipe for the building sewer shall be subject to the approval of the Director of Public Works, but in no case shall a pipe of less than four-inch diameter be used. The slope of the building sewer shall be no less than one-eighth-inch per foot. Such sewers shall be backfilled in the manner for water laterals as set forth in this Code. Prior to connection, each building sewer shall be inspected and approved by the Village Plumbing Inspector. All applications for disposal of industrial waste shall be on forms provided by the District and shall be approved by the Director of the District prior to connection to any community sewer.

(Code 1998, § 9-2-3)

Sec. 47-79. - User charge system.

- (a) *Definitions.* The following words, terms and phrases, when used in this Section, shall have the meanings ascribed to them in this Subsection, except where the context clearly indicates a different meaning:
 - (1) *Debt service charges.* All costs associated with repayment of debts incurred for the construction and/or rehabilitation of the wastewater collection system and treatment facility.
 - (2) *Normal domestic strength wastewater.* Wastewater with concentrations of CBOD, suspended solids, TKN, and total phosphorus no greater than 200, 250, 40 and ten milligrams per liter (mg/l) respectively.
 - (3) *Normal user.* A user whose contributions to the sewerage system consist only of normal domestic strength wastewater originating from a house, apartment, flat, or other living quarters occupied by a person constituting a distinct household, business or commercial enterprise.
 - (4) *Operation and maintenance costs.* All costs associated with the operation and maintenance of the sewerage system.
 - (5) *Replacement costs.* All costs necessary to replace equipment as required to maintain capacity and

performance during the design life of the facility. A separate, segregated, distinct replacement fund shall be established and used for only replacement of equipment.

- (b) *Policy.* It shall be the policy of the Village to obtain sufficient revenues to pay the costs of operation and maintenance of the sewerage system, including debt service and a replacement fund (i.e., a cash account to be used for future expenditures for obtaining or installing equipment, accessories or appurtenances which are necessary to maintain the capacity and performance of the sewerage system during the service life for which such facilities were designed and constructed), through a system of sewer service charges as defined in this Section. The system shall assure that each user of the sewerage system pays their proportionate share of the costs of such facilities.
- (c) *Basis for charges.*
- (1) *Determinations of charges.* Sewer service charges to each user shall be based on wastewater parameters recommended from time to time by the Public Utilities Committee and adopted by the Village Board. The sewer service charges shall consist of the sum of the annual debt service charges, all annual operation and maintenance costs, all replacement costs, and all sewer service charges levied or assessed to the Village by the District, plus an amount to be used for working capital and capital improvements as determined by the Public Utilities Committee.
 - (2) *Biennial review.* The sewer service charges of the Village shall be reviewed not less than biennially. Sewer service charges will be adjusted, as required, to reflect actual number and size of users and actual costs. Users will be notified annually of the portion of such sewer service charges attributable to operation and maintenance, debt service and replacement costs. For purposes hereof, the Public Utilities Committee may satisfy this notice requirement by including in the budget summary required to be published under Wis. Stats. § 65.90, a statement of the aforementioned components of the sewer service charges, based on the results of operations for the preceding fiscal year.
 - (3) *Rates determinations.* The Public Utilities Committee shall review each year the rates referred to in Subsection (d) of this Section and may recommend amendments to the rates at any time to the Village Board.
- (d) *Sewer service charges.* A sewer service charge is hereby imposed upon each lot, parcel of land, building or premises served by the public sewer and wastewater facilities or otherwise discharging sewage, including industrial wastes, into the public sewerage system. Such sewer service charges shall be payable as hereinafter provided, and in an amount determinable as follows:
- (1) There shall be three classes of users.
 - a. Category A metered users shall be those discharging normal domestic strength wastewater with up to 250 milligrams per liter for CBOD, and/or 250 milligrams per liter of suspended solids, and/or 40 milligrams per liter or TKN, and/or ten milligrams per liter of TP.
 - b. Category B users shall be those whose wastewater meets the criteria applicable for category A users, but whose water use is unmetered.
 - c. Category C users shall be metered users whose wastewater discharges are high strength wastewater having organic concentrations of CBOD greater than 250 milligrams per liter and/or suspended solids greater than 250 milligrams per liter and/or TKN greater than 40 milligrams per liter, and/or TP greater than ten milligrams per liter.
 - (2) Each user shall be charged a bimonthly customer charge based upon the size of the water meter serving the user. The customer charges shall be as established by the Village Board from time to time and provided in Appendix A to this Code.

- (3) Each user shall also be charged a volume charge expressed in dollars per 1,000 gallons of metered water. The charge for each 1,000 gallons of normal domestic strength wastewater discharged to the sanitary sewer system shall be established by the Village Board from time to time and provided in Appendix A to this Code.
 - (4) Category A users shall be charged a service charge consisting of the customer charge plus the volume charge for each applicable billing cycle.
 - (5) Category B users discharging normal domestic strength wastewater shall be billed at the rate established by the Village Board from time to time and provided in Appendix A to this Code. This rate shall be applied only to single-family residential and small commercial customers, and approximates the costs for 12,500 gallons bimonthly discharged to the sewer system. If it is determined by the sewer utility that the user discharges more than 12,500 gallons bimonthly to the system, an additional charge established by the Village Board from time to time and provided in Appendix A to this Code will be made for estimated additional usage.
 - (6) Category C users shall be billed, in addition to the applicable customer charge and volume charge, a high strength surcharge as part of their service charge. The BOD charge shall be as established by the Village Board from time to time and provided in Appendix A to this Code. The suspended solids charge shall be as established by the Village Board from time to time and provided in Appendix A to this Code. The TP charge shall be as established by the Village Board from time to time and provided in Appendix A to this Code. The TKN charge shall be as established by the Village Board from time to time and provided in Appendix A to this Code. All category C users shall have their wastestreams sampled periodically to determine the extent to which the wastewater stream is subject to the high strength surcharge.
- (e) *Reassignment of sewer users.* The Village will reassign sewer users into appropriate sewer service charge categories if wastewater sampling programs and other related information indicate a change of categories is necessary.
 - (f) *Billing, payment and penalty.* Sewer service charges shall be billed to each user once every two months, or more frequently, if so determined by the Public Utilities Committee. Such charges shall be payable not later than 20 days after the end of each billing period, unless the time for payment has been extended. A penalty of one percent per month shall be added to all bills not paid by the date fixed for payment.
 - (g) *Charges a lien.* All sewer service charges shall be a lien upon the property serviced pursuant to Wis. Stats. § 66.0821(4)(d), and shall be collected in the manner therein provided.
 - (h) *Disposition of revenue.* The amounts received from the collection of charges authorized by this Section shall be credited to a sanitary sewerage account, which shall show all receipts and expenditures of the sewerage system. Charges collected for replacement expenses shall be credited to a segregated, nonlapsing replacement account. These funds are to be used exclusively for replacement. When appropriated by the Village, the credits to the sanitary sewerage account shall be available for the payment of the requirements for operation, maintenance, repairs, and depreciation of the sewerage system consistent with 40 CFR 35.929. Any surplus outside the provision of 40 CFR 35.929, in said account, shall be available for the payment of principal and interest of bonds issued and outstanding, or which may be issued, to provide funds for said sewerage system, or part thereof, and all or part of the expenses for additions and improvements and other necessary disbursements or indebtedness, and the Village may resolve to pledge such surplus or any part thereof for any such purpose. All present outstanding sewer system general obligation bonds, including the refunding bonds, shall be paid from this fund as to both principal and interest.
 - (i) *Excess revenues.* Excess revenues collected from a user class will be applied to operation and maintenance costs attributable to that class for next year.

- (j) *Annual audit.* The Village shall authorize and conduct an independent annual audit, the purpose of which shall be maintain proportionality between users and user classes of the user charge system and to ensure that adequate are available relative to increasing operation, maintenance and replacement costs and debt retirement. The findi recommendations of this audit shall be published in the Village's official newspaper.

(Code 1998, § 9-2-4; Ord. No. 98-01, §§ 1—3, 1-12-1998; Ord. No. 99-01, §§ 1—3, 1-11-1999; Ord. No. 2000-01, §§ 1—3, 1-10-2000; Ord. No. 2003-05, § 30, 3-24-2003; Ord. No. 2007-05, 6-11-2007; Ord. No. 2008-01, § 1, 1-14-2008)

Sec. 47-80. - Credit for water not discharged to sewer.

If a portion of the water furnished to any customer is not discharged into the sewer system, the quantity of such water will be deducted in computing the charge for sewer service provided a meter has been installed to measure such water. The customer must, at the customer's own expense, make necessary changes in the water piping and install couplings so that a meter can be set. A charge as established by the Village Board from time to time and provided in Appendix A to this Code per quarter shall be made for each such meter up to a one-inch meter.

(Code 1998, § 9-2-5)

Secs. 47-81—47-103. - Reserved.

DIVISION 2. - USE OF PUBLIC SEWERS

Sec. 47-104. - Prohibited connections.

- (a) *Septic tank connections.* No connection shall be made to any municipal wastewater collection facility if the connection pipe is carrying any contents from a septic tank, unless said septic tank is serving as a pretreatment process, which has been required or permitted pursuant to the District Sewer Use Ordinance.
- (b) *Building foundation drains.* No connection shall be made to any municipal wastewater collection facility if the connection pipe is carrying flow from a building foundation drain.

(Code 1998, § 9-2-6(a))

Sec. 47-105. - Mandatory connections.

- (a) Every owner of a parcel of land shall connect to a public sewer whenever all of the following conditions exist:
 - (1) The parcel of land is adjacent to a public sewer;
 - (2) There is located upon such parcel a building or other structure used or usable for human habitation or occupancy or for the conduct of any trade, business of industry; and
 - (3) Such building or structure is being served by a private sewage disposal system or treatment works.
- (b) Such connection shall be made no later than 12 months after the installation of the public sewer adjoining such parcel. Upon failure to do so, the Public Utilities Committee may cause such connection to be made and bill the property owner for all such costs. If such costs are not paid within 30 days, such costs shall constitute a special tax lien against the property in the manner provided for by law. However, the owner may, within 30 days after the completion of the work, file a written notification with the Public Utilities Committee stating that the owner cannot pay such amount in one sum and ask that the sum be levied in five or less equal

installments. The amount shall be so collected with interest at a rate not to exceed 15 percent per annum from the date of completion for the work, all as determined by the Public Utilities Committee. The unpaid balance shall constitute a special tax lien, all pursuant to Wis. Stats. § 281.45, as amended.

(Code 1998, § 9-2-6(b))

Sec. 47-106. - Prohibited discharges.

- (a) *General prohibitions.* No person shall discharge wastes to a community or intercepting sewer which cause, or are capable of causing, either alone or in combination with other substances:
 - (1) A fire or explosion;
 - (2) Obstruction of flow or damage to the wastewater facilities;
 - (3) Danger to life or safety or welfare of persons;
 - (4) Air pollution as defined in Wis. Stats. § 285.01(3), as amended from time to time, and any regulations or orders of any regulatory agency issued thereunder;
 - (5) Prevention of effective maintenance or operation of the wastewater facilities;
 - (6) Any product of the District's treatment processes of any of the District's residues, sludges or scums to be unsuitable for reclamation and reuse or to interfere with reclamation processes;
 - (7) A detrimental environmental impact, a nuisance or any condition unacceptable to any public agency having regulatory jurisdiction over the District;
 - (8) Any sanitary sewer or the District's wastewater facilities to be overloaded;
 - (9) In the opinion of the Director of the District, excessive District collection and treatment costs, or the use of a disproportionate share of the District's facilities;
 - (10) Cause the District to violate its WPDES permit.
- (b) *Specific prohibited discharges.* Prohibited discharges shall include, but not be limited to:
 - (1) Any gasoline, benzene, naphtha, fuel oil or other flammable or explosive liquid, solid or gas.
 - (2) Any wastes containing toxic or poisonous solids, liquids or gases in sufficient quantity, either singly or by interaction or in combination with other wastes, to injure or interfere with any waste treatment process, constitute a danger to humans, flora or fauna, create a public nuisance or create any hazard in the receiving waters of the wastewater treatment plant.
 - (3) Any waters or wastes having a pH lower than 5.5 or higher than ten or having any other corrective property capable of causing damage or hazard to structures, equipment or treatment works personnel.
 - (4) Solids or viscous substances including, but not limited to, such substances as ashes, bones, cinders, sand, mud, straw, shavings, metal, glass, rags, feathers, tar, plastics, wood, improperly shredded garbage, whole blood, paunch manure, hair and fleshings, entrails, dishes, cups, milk containers, either whole or ground by garbage grinders.
 - (5) Any wastewater from industrial plants containing floatable oils, fats or greases.
 - (6) Any wastewater that contains organo-sulfur or organo-phosphate pesticides, herbicides or fertilizers.
- (c) *Prohibitions on storm drainage and groundwater.*
 - (1) Stormwater, groundwater, rainwater, street drainage, roof runoff and subsurface drainage shall not be discharged into community sewers without prior approval of the community and the District or into intercepting sewers without prior approval of the District. Such approval shall be granted only when no reasonable alternative method of disposal is available.

- (2) Polluted stormwater runoff from limited areas may be discharged to the sanitary sewer upon approval by the District, payment of applicable charges and fees and compliance with conditions required by the community District.
- (d) *Prohibition of unpolluted water.* Unpolluted water, including, but not limited to, cooling water, process water or blow-down from cooling towers or evaporative coolers shall not be discharged into community sewers without prior approval of the community and the District or into intercepting sewers without prior approval of the District. Such approval shall be granted when no reasonable alternative method of disposal is available and upon payment of applicable charges and fees and compliance with conditions as required by the community and District.

(Code 1998, § 9-2-6(c))

Sec. 47-107. - Limitations on discharge characteristics.

- (a) *Limitations related to treatment plant influent.* Discharge to the public sewerage system of the following described substances, materials, waters or wastes shall be limited to the following concentrations or quantities, which concentrations or quantities will not harm the sewers, wastewater treatment process or equipment; will not have an adverse effect on the receiving stream; will not have an adverse effect on the District's sludge management program; will not endanger persons or property; will not cause air pollution or other detrimental environmental effects; and will not constitute a nuisance.
- (1) Liquid having a temperature higher than 65 degrees Celsius (149 degrees Fahrenheit) or any wastewater having a temperature that will inhibit biological activity in the District's treatment plant thereby resulting in interference. Notwithstanding the foregoing, in no case shall wastewater be discharged having a temperature that causes the influent to the District's treatment plant to exceed 40 degrees Celsius (104 degrees Fahrenheit), unless the treatment plant is designed to accommodate such temperature.
 - (2) Wax, grease, oil, plastic or any other substance that solidifies or becomes discernibly viscous.
 - (3) Radioactive wastes that, alone or with other wastes, result in releases greater than those specified by current United States Bureau of Standards Handbooks or which violates rules or regulations of any applicable regulatory agency.
 - (4) Wastewater containing more than 50 milligrams per liter of petroleum oil, nonbiodegradable cutting oils or products of mineral oil origin.
 - (5) Wastewater containing more than 300 mg/l of oil or grease of animal or vegetable origin.
 - (6) Wastewater that, in concentration of any given constituent or in quantity of flow, exceeds, for any period of duration longer than 15 minutes, more than five times the average 24-hour concentration or flows during normal operation.
 - (7) Wastewater that contains in excess of any of the following constituents in a 24-hour flow proportionate sample made up of an aggregate of the total discharge from all of the outfalls of the industrial user:

1.0	mg/l aluminum
0.25	mg/l cadmium
0.5	mg/l hexavalent chromium

10.0	mg/l total chromium
1.5	mg/l copper
5.0	mg/l lead
0.02	mg/l mercury
0.3	mg/l selenium
3.0	mg/l silver
8.0	mg/l zinc
2.0	mg/l nickel
0.1	mg/l cyanide

Samples shall be collected over the period of discharge if the discharge is less than 24 hours in duration.

- (8) Industrial discharges exceeding applicable National Categorical Pretreatment Standards or state standards.
 - (9) Any substance with objectionable color not removed in the treatment process such as, but not limited to, dye wastes and vegetable tanning solution.
 - (10) Any noxious or malodorous liquids, gases or solids which, either singly or by interaction, are capable of creating a public nuisance or hazard to life or are sufficient to prevent entry into the sewers for their maintenance and repair.
 - (11) The District may alter, amend or modify the limitations established in Subsection (a) of this Section, if it determines that it is necessary to meet the objectives of this Article or the conditions of the District's WPDES permit.
- (b) *Limitations related to treatment plant effluent.*
- (1) No person shall discharge any wastewater to the public sewerage system that, in combination with other discharges, results in either:
 - a. The District's treatment plant effluent having concentrations exceeding the following limits:
 - 1. One tenth mg/l total phenols; or
 - 2. Two one thousandths mg/l polychlorinated biphenols (PCBs).
 - b. The District's treatment plant digested sludge exceeding a PCB concentration of ten ppm on a dry-weight basis.
 - (2) No person shall cause or permit a discharge into any public sewerage system that would cause, or significantly contribute to, either directly or indirectly, a violation of the conditions of the District's WPDES

permit and any modification or reissuance thereof.

- (c) *Limitations superseded.* Upon promulgation of National Categorical Pretreatment Standards for a particular industrial user subcategory, the federal standards, if more stringent than the limitations imposed under this Article, shall immediately supersede the limitations imposed under this Article, and such industrial user shall comply with said federal standards. The District shall notify all affected users of the applicable requirements under 40 CFR 403.12.
- (d) *No dilution of industrial discharges.* Dilution of an industrial discharge for purposes of reducing the pollutant characteristics or concentrations to below the limitations established in this Section or below other applicable pretreatment standards is prohibited.

(Code 1998, § 9-2-6(d))

Sec. 47-108. - Accidental discharge of prohibited wastewater.

Any person who accidentally discharges into the public sewerage system wastes or wastewater prohibited under this Article shall immediately report such a discharge to the Director of the District and shall report the location of the discharge, the time thereof, the volume thereof and the type of waste or wastewater so discharged. Within 15 days of such discharge, a detailed written statement describing the cause of the discharge and the measures taken to prevent a future occurrence shall be submitted to the Director of the District. Such reporting shall not relieve the person causing the accidental discharge from any penalties imposed by this Article. Where the Director of the District deems necessary, industrial users shall provide facilities to prevent accidental discharges or spills of wastes or wastewaters prohibited under this Article.

(Code 1998, § 9-2-6(e))

Sec. 47-109. - Sand and grease trap installations.

The installation of grease, oil and sand interceptors at repair garages, gasoline stations, car washes and other industrial or commercial establishments shall be required, where necessary in the opinion of the Director of the District, to prevent discharge of sand, flammable wastes, oil and grease in amounts exceeding the limits of Sections ~~47-106~~—47-108. All such traps shall be constructed and maintained by the owner at the owner's expense, in accordance with the Wisconsin Plumbing Code and the specifications of the Village, and shall be readily accessible for cleaning and inspection.

(Code 1998, § 9-2-6(f))

Sec. 47-110. - Limitations on discharge of septage wastes and other wastes.

Any septage waste or other waste permitted to be discharged under this Article shall be of domestic origin or contain compatible pollutants only. The person or licensed disposer making the discharge under this Article shall comply with the provisions of any and all applicable rules and regulations and shall comply with this Article. Without intending to limit the application of other provisions of this Article, such person or licensed disposer shall not deposit or drain any gasoline, oil, acid, alkali, grease, rags, volatile or flammable liquids, or other deleterious substances into any manhole or community sewer, or into the District's wastewater facility, nor shall such person or licensed disposer allow any grease, earth, sand or other solid materials to pass into any part of the sewerage system, nor shall such person or licensed disposer discharge any liquid, gaseous or solid wastes determined by the Director of the District to be detrimental to the sewerage system or to the District's employees or to the process of sewage treatment. No discharges shall be permitted directly into any of the District's interceptor sewers, unless the Director of the District so authorizes.

(Code 1998, § 9-2-6(h))

Sec. 47-111. - Permits to discharge septage wastes.

- (a) No discharge shall be made under this Article unless the person or licensed disposer making the discharge has been issued a permit. All applications for a permit shall be in writing, shall contain such information as the Director of the District deems appropriate and shall be submitted to the Director of the District no later than September 1 of each year. No permit once issued shall be assignable or transferable by the person receiving the same. All such permits shall be valid for a period of one year, beginning on October 1, and expiring on September 30 of each year. No holder of any permit shall acquire any vested right or privilege by reason thereof.
- (b) If the municipality determines to issue a permit under this Article, such permit may be issued upon such terms and conditions as the issuer may provide, and any such permit shall provide as a minimum the following:
 - (1) The permit shall be conditioned upon the holder's faithful compliance with the provisions of the District's Sewer Use Ordinance, as amended from time to time, and this Article.
 - (2) The agreement of the holder thereof to indemnify the District and the municipality, if applicable, from and against any and all liability for injury or damage arising out of or related to the activities of holder in exercising the rights granted. The District and the municipality, if applicable, may require the holder of such permit to post a bond written by a bonding company licensed to transact business in Wisconsin, to guarantee performance of the holder thereof.
 - (3) Evidence that the holder thereof has in full force and effect sufficient worker's compensation insurance, public liability and property damage insurance.

(Code 1998, § 9-2-6(i))

Sec. 47-112. - Wastewater measurement, sampling and reporting and monitoring facilities.

- (a) Wastewater characteristics and constituents shall be monitored to determine compliance with this Article and to facilitate an equitable system of service charges.
- (b) A new user who expects to discharge, or who is capable of discharging, wastewater having constituents or characteristics different from domestic wastewater shall install a monitoring facility.
- (c) An existing user whose discharges are different from domestic wastewater may be required by the District or municipality to install a monitoring facility. Construction of such facility must be completed within 90 days after the user has been notified of the requirement, unless the District grants an extension of time.
- (d) All monitoring facilities shall be constructed at the owner's expense, in accordance with the plans approved by the municipality and the District. The monitoring facility shall contain the necessary flow monitoring and sampling equipment to facilitate the observation, sampling and measurement of wastes and shall be maintained by the owner so as to be safe and accessible at all times.
- (e) The requirements of Subsections (b), (c) and (d) of this Section may be waived by special written permission of the Director of the District.

(Code 1998, § 9-2-6(j))

Sec. 47-113. - Owner's maintenance of building sewer.

The owner of property abutting a public sewer shall maintain sewer service from the public sewer main to the structure or building on the owner's property, including all controls between the same, without expense to the Village or Public Utilities Committee, except when they are damaged as a result of negligence or carelessness on the part of the respective Village or

Public Utilities Committee. Without intending to limit the generality of the foregoing, the owner has the sole responsibility for the repair and maintenance of all building sewers; and the ownership thereof shall at all times be vested in such property owner. All sewer services must be maintained free of defective conditions, by and at the expense of the owner or occupant of the property. When any sewer service is to be relayed and there are two or more buildings on such service, each building shall be disconnected from such service and a new sewer service shall be installed for each building. In the event of any obstruction of, damage to or repair of a building sewer, the same shall be the responsibility of the property owner, except as provided for in Section 47-151 or as otherwise provided for herein.

(Code 1998, § 9-2-6(k))

Secs. 47-114—47-140. - Reserved.

DIVISION 3. - ADMINISTRATION, ENFORCEMENT, VIOLATIONS AND PENALTIES

Sec. 47-141. - Damages.

No unauthorized person shall maliciously, willfully, or negligently break, damage, destroy, uncover, deface, or tamper with any structure or pertinence of equipment that is a part of the sewerage system. Any person violating this provision shall be subject to immediate arrest under charge of disorderly conduct.

(Code 1998, § 9-2-7(a))

Sec. 47-142. - Written notice of violation.

Any person connected to the sewerage system found to be violating a provision of this Article shall be served by the Village with a written notice stating the nature of the violation and providing a reasonable time for the satisfactory correction thereof. The offender shall, within the period of time stated in such notice, permanently cease all violations.

(Code 1998, § 9-2-7(b))

Sec. 47-143. - Accidental discharge.

Any person found to be responsible for accidentally allowing a deleterious discharge into the sewerage system that causes damage to the sewerage system and/or receiving water body shall, in addition to a forfeiture, pay the amount to cover all damages, both of which will be established by the Village.

(Code 1998, § 9-2-7(c))

Sec. 47-144. - Accidental discharge reporting.

Any person responsible for an accidental discharge, that may have a detrimental impact on the sewerage system, shall immediately report the nature and amount of the discharge to the Village or the District.

(Code 1998, § 9-2-7(d))

Sec. 47-145. - Liability to Village for losses.

Any person violating any provision of this Article shall become liable to the Village for any expense, loss or damage occasioned by reason of such violation that the Village may suffer as a result thereof.

(Code 1998, § 9-2-7(f))

Sec. 47-146. - Damage recovery.

The system shall have the right of recovery from all persons, any expense incurred by said system for the repair or replacement of any part of the sewerage system damaged in any manner by any person by the performance of any work under their control, or by any negligent acts.

(Code 1998, § 9-2-7(g))

Sec. 47-147. - Penalties.

Any person who shall violate any of the provisions of this Article or who shall connect a service pipe or discharge without first having obtained a permit therefor; or who shall violate any provisions of the Wisconsin Statutes, Wisconsin Administrative Code, or any other materials that are incorporated by reference, shall upon conviction thereof be punished as provided in Section 1-16 and the costs of prosecution.

(Code 1998, § 9-2-7(h))

Sec. 47-148. - Appeal procedures.

Any user, affected by any decision, action, or determination, including cease and desist orders, made by the interpreting or implementing provision of this Article may file with the Village a written request for reconsideration within ten days of the date of such decision, action, or determination, setting forth in detail the facts supporting the user's request for reconsideration. The Village upon receiving the request for reconsideration shall publish the request in the official newspaper. The Public Utilities Committee shall render a decision on the request for reconsideration of the user in writing within 15 days of receipt of request. If the ruling on the request for reconsideration made by the Public Utilities Committee is unsatisfactory, the person requesting reconsideration may, within ten days after notification of the action, file a written appeal with the Village Board.

(Code 1998, § 9-2-7(i))

Sec. 47-149. - Optional penalty for failure to make mandatory connection.

In lieu of causing a mandatory connection to a public sewer main to be made at its order, the Public Utilities Committee, at its option, may impose a penalty for the period that the violation continues after ten days' written notice to any owner failing to make such connection to the sewer system. The penalty shall be in the amount of \$100.00 per day. Upon failure to make such payment, such penalty shall be assessed as a special tax lien against the property pursuant to Wis. Stats. § 281.47.

(Code 1998, § 9-2-7(j))

Sec. 47-150. - Tap permits.

After sewer connections have been introduced into any building or upon any premises, no plumber shall make any alterations, extensions, or attachments, unless the party ordering such tapping or other work exhibits the proper permit for the same from the Public Utilities Committee.

(Code 1998, § 9-2-8(a))

Sec. 47-151. - Obstruction of building sewers in public rights-of-way.

In the event of any blockage, damage or break in any building sewer, which occurs within a public street, alley, highway, or other public right-of-way, the Public Utilities Committee shall have the exclusive right and option to repair the building sewer within said street, alley, highway or right-of-way. In such event, the owner of the building sewer shall promptly reimburse the Public Utilities Committee for all costs so incurred. If not so reimbursed, the same shall be added to the owner's sewer service charges and collected in the same manner as such charges are so collected.

(Code 1998, § 9-2-8(b))

Sec. 47-152. - Backflow preventer.

All floor drains shall have a backflow prevention valve installed at the owner's expense. All new construction shall comply from the effective date of the ordinance from which this Article is derived.

(Code 1998, § 9-2-8(c))

Sec. 47-153. - User use only.

No user shall allow other persons or other services to connect to the sewer system through their lateral or building sewer.

(Code 1998, § 9-2-8(d))

Sec. 47-154. - Discontinuance of service.

Whenever any person desires to discontinue sewer service from the system, the Public Utilities Committee must be notified in writing prior to such disconnection. Disconnection shall only be allowed where a structure is demolished. The fact that a structure is vacant shall not entitle the property owner to discontinue sewer service or to an abatement of sewer service charges.

(Code 1998, § 9-2-8(e))

Sec. 47-155. - User to permit inspection.

Every user shall permit the duly authorized agent of the Village or Public Utilities Committee, at all reasonable times, to enter their premises or building to examine the pipes and fixtures, and the manner in which the drains, and sewer connections operate; and the user must at all times, frankly and without concealment, answer all questions put to them relative to its use, all in accordance with this Section and Wis. Stats. § 196.171, to the extent applicable.

(Code 1998, § 9-2-8(f))

Sec. 47-156. - Title to real estate and personal property.

All property, real, personal and mixed, including, but not limited to, easements, acquired for the construction of each sewer system, and all plans, specifications, diagrams, papers, books and records connected therewith, and all buildings, machinery, and fixtures pertaining thereto, shall be the property of and titled in the name of the Village for the benefit of the Public Utilities Committee. Nothing contained in this Section shall be construed as revoking, changing, abandoning or otherwise altering any conveyance of property previously made to the Village prior to the effective date of the ordinance from which this Section is derived; and such title shall be deemed to be vested in the Village as provided for herein.

(Code 1998, § 9-2-9)

Sec. 47-157. - Additions to Madison Metropolitan Sewerage District.

Whenever any real estate or any easement therein or use thereof shall in the judgment of the Public Utilities Committee be necessary to the sewer system, and whenever for any reason an agreement for purchase from the owners cannot be made, the Public Utilities Committee, after approval of the Village Board, shall proceed with all necessary steps to take such real estate easement or use by condemnation in accordance with the Wisconsin Statutes and any other applicable federal or state provisions.

(Code 1998, § 9-2-10)

Sec. 47-158. - Disconnection and refusal of service.

- (a) *Reasons for disconnection.* Sewer service may be disconnected or refused for the following reasons:
 - (1) Violation of this Article, as amended from time to time;
 - (2) Violation of the District ordinance, as amended from time to time;
 - (3) Failure to pay the application fee, any connection fee or delinquent account of the user.
- (b) *Discontinuation for delinquent accounts.* A bill for service is delinquent if unpaid after the due date shown on the bill. The Public Utilities Committee may disconnect service for a delinquent bill by giving the user at least eight calendar days prior to disconnection, a written disconnect notice, which may be included in the bill for service. For purposes of this rule, the due date shall not be less than 20 days after issuance of the bill. The Public Utilities Committee may disconnect without notice where a dangerous condition exists for as long as the condition exists. Service may be denied to any user for failure to comply with the applicable requirements of these rules and regulations or if a dangerous or unsafe condition exists on the user's property.

(Code 1998, § 9-2-11)

Sec. 47-159. - Connection fees.

- (a) *Madison Metropolitan Sewerage District charges.* For each connection of a building sewer to a public sewer within the Village, there shall be paid a connection charge as determined pursuant to Section 4.7 of the Madison Metropolitan Sewerage District ordinance, as amended from time to time.
- (b) *Utility charges.* For each connection of a building sewer to a public sewer within the Village there shall be paid connection charges. Such connection charges shall be assessed to the person seeking the connection and shall be paid as a condition precedent to the actual connection. The following connection charges shall apply: The charge established by the Village Board from time to time and provided in Appendix A to this Code for sewer hookup and lateral for new buildings.
- (c) *Failure to pay violation of Article.* For purposes of this Article, the connection charges described in Subsections (a) and (b) of this Section are collectively referred to as "connection fees." The failure to pay any connection fee

is a violation of this Article, and the Public Utilities Committee may pursue all rights and remedies provided for herein.

(Code 1998, § 9-2-12)

Sec. 47-160. - Abatement procedures.

- (a) *Violations constituting public nuisance.* A violation (other than the failure to pay sewer service charges or other fees or costs due under this Article) of any provision of this Article or any other rule or order of the Public Utilities Committee or Village is hereby declared to be a public nuisance.
- (b) *Enforcement.* The Public Utilities Committee or Village shall have the right to enforce the provisions of this Article and shall make periodic inspections and inspections upon complaint to ensure that such provisions are not violated. No action shall be taken under this Article to abate a public nuisance unless the Public Utilities Committee or Village shall have inspected or caused to be inspected the premises where the nuisance is alleged to exist and shall have satisfied itself that a nuisance does in fact exist.
- (c) *Summary abatement.* If the Public Utilities Committee or Village determines that a public nuisance exists within the Village and that there is great and immediate danger to public health, safety, or welfare, the Public Utilities Committee or Village may cause the same to be abated and charge the cost thereof to the owner, occupant, or person causing, permitting, or maintaining the nuisance, as the case may be.
- (d) *Abatement after notice.* If the Public Utilities Committee or Village determines that a public nuisance exists on the private premises but that the nature of such nuisance is not such as to present great and immediate danger to the public health, safety, or welfare, the Public Utilities Committee or Village shall serve notice to the person causing or maintaining the nuisance to remove the same within ten days. If such nuisance is not removed within such ten days, the Public Utilities Committee or Village shall cause the nuisances to be removed as provided in Subsection (c) of this Section.
- (e) *Other methods not excluded.* Nothing in this Article shall be construed as prohibiting the abatement of public nuisances by the Public Utilities Committee or the Village or its officials in accordance with the laws of the state.
- (f) *Court order.* Except when necessary under Subsection (c) of this Section, the Public Utilities Committee or Village shall not use force to obtain access to private property to abate a public nuisance, but shall request permission to enter upon private property if such premises are occupied, and, if such permission is denied, shall apply to any court having jurisdiction for an order assisting the abatement of the public nuisance.
- (g) *Cost of abatement.* In addition to any other penalty imposed by this Article for the erection, contrivance, creation, continuance or maintenance of a public nuisance, the cost of abating a public nuisance by the Public Utilities Committee or Village shall be collected as a debt from the owner, occupant, or person causing, permitting, or maintaining the nuisance, and such cost shall be assessed against the real estate as a special charge. For purposes hereof, costs shall include, but not be limited to, actual attorneys' fees and court costs.

(Code 1998, § 9-2-13)

Secs. 47-161—47-188. - Reserved.

Appendix C

SEWER BACKUP INTAKE REPORT

Complete this checklist each time a backup is reported. Help the caller remain be calm and rational. Show empathy and maintain a professional manner. Never insinuate or admit any fault on the part of either the caller or the utility.

Name of Caller: _____

Date of Call: _____ Time of the Call: _____ a.m./p.m.

Approximate date and time of the overflow, if different than above: _____ a.m./p.m.

The location address, or nearest cross street: _____

Location of overflow (basement, restroom, laundry room, etc.): _____

Approximate size of overflow in gallons: _____

Immediate health or safety issues: _____

Property at risk or affected by the overflow: _____

Is the overflow expanding, stationary or receding? _____

What has or is being done by the caller or others? _____

The Callers Phone Number: _____

INSTRUCTIONS TO THE CALLER

1. Instruct the caller to take proper precautions to minimize loss and potential health effects:
 - Keep children, pets and others out of the overflow.
 - Electrical appliances in affected areas present an electrocution hazard.
 - Move uncontaminated property away from the overflow area.
2. Clearly communicate who will be out to the site and approximately when they should arrive.
3. Explain what area(s) they will need to have access to.
4. Explain how the action to be taken is dependent upon the location of the blockage:
 - If blockage is in the municipality's main lines it will be promptly cleaned.
 - If blockage is in the owner's lateral line, the municipality cannot work on private property.
 - In that case, inform callers that they must contact a local sewer service or cleanup firm. You may wish to offer a prepared list of cleaning contractors (without recommendations).
5. Give the caller your name, title and phone number.
6. Never respond to questions about legal responsibility. Explain that the municipality's insurance provider will investigate any responsibility for the backup.
7. Record the information in a daily or weekly incident log.
8. Quickly refer the call, and forward a copy of this report to the appropriate supervisor or on call person.

Appendix D

ONSITE SEWER BACKUP ASSESSMENT

(To be completed after the backup problem is corrected. Complete one assessment for each property involved.)

Date and time you arrived onsite: _____ a.m./p.m.

Property Owner's / Resident's Name: _____

Address or nearest cross street: _____

Municipal personnel involved in clearing overflow: _____

Approximate date & time of overflow: _____ a.m./p.m.

Location of overflow (basement, restroom, laundry room, etc. _____

Approximate size of overflow in gallons: _____

**Use the buddy system when entering a private residence or business.
DO NOT track sewage to uncontaminated areas of the property.**

List items that have been affected by the overflow: _____

Did the property owner/resident take action to protect the property? Yes _____ No apparent action _____

Has a cleaning contractor been contacted by the property owner/resident? Yes _____ No _____

Is the backup likely to affect fish or wildlife? Yes _____ No _____

If yes, has the EPA and DNR been notified? Yes _____ No _____

Initial actions taken (sign posted, barricades, sample taken, public notified): _____

Subsequent actions taken to prevent future overflows at this location: _____

Did you observe conditions that may have led to the overflow? Yes _____ No _____ If Yes, what were they? _____

INFORMATION FOR THE PROPERTY OWNER/RESIDENT

1. Instruct the property owner/resident to take the following precautions to minimize loss and potential health effects, if not already done:
 - Keep children, pets and others out of the overflow.
 - Electrical appliances in affected areas present an electrocution hazard – **USE CAUTION**
 - Move uncontaminated property away from the overflow area.
2. Clearly communicate that if blockage is in the municipality's main lines it will be promptly cleared, but if blockage is in the property owner's lateral line, municipal employees will not be allowed to clear it. In that case, property owners/residents must contact a local sewer service or cleanup firm.
3. Suggest using the internet to locate cleaning contractors. **DO NOT** make any recommendations.
4. Show concern and empathy for the property owner/resident, but do not admit or deny liability. Remain calm and professional, even if the property owner/resident is distraught and emotional; if violent, leave the site and call for assistance.
5. Give the property owner/resident your name, title and phone number for future reference.
6. Provide the resident with a copy of the flyer, "Information for Homeowners & Residents - Facts About Sewer Backup Incidents."
7. Forward a copy of this Report to the appropriate supervisor.

Appendix E

SEWER BACKUP FOLLOW-UP INVESTIGATION

Following an overflow incident, a full investigation may indicate additional follow-up actions to be taken, suggest procedural changes that could improve future responses, and will provide full information to claims adjusters.

Location/Address of Overflow _____

Onsite Response Personal _____ Date of Onsite Response: _____

Property Owner Name _____ Phone: _____

FINDINGS (Answer all questions that can be determined):

Date the municipality was first notified of the problem? How notified?	
What action was taken when notified, and when?	
What was the apparent extent of damage to property?	
What was the apparent cause of the backup?	
What methods of investigation were used (visual, videos, etc.)	
What is the estimated age of the sewer main?	
Type of construction of the sewer main?	
What is the record of frequency of inspection/cleaning at the site?	
Last date of inspection/ cleaning prior to the incident?	
Method of cleaning/inspection on that last date (flushed, jetted, rodded, etc.)	
Was this problem found to be in the main or the lateral?	
Have there been prior problems with blockage in the main? When?	
Are there major industries, schools, restaurants on this main? How close?	
Was the municipality doing any work in the area prior to the backup? If so, what was being done?	

The Backup Investigation Report must be completed and returned to the supervisor within 7 days of the onsite assessment and action, and forwarded to the insurance carrier.

Appendix F

Public Works Contact Information

Village of McFarland Sanitary Sewer Reference and Emergency Contact List

3/5/19jrh			
Department/Agency	Name	Position	Office Number
Public Works	Public Works Office		608-838-7287
Public Works	On Call Staff		608-212-2625
Public Works	Jim Hessling	Management	608-838-7287
Police Department	Police Office		608-838-3151
	Dane County Dispatch		608-255-2345
	Craig Sherven	Police Chief	608-838-3151
Fire Department	Fire/EMS		608-838-3278
	Dane County Dispatch		608-255-2345
	Chris Dennis	Fire Chief	608-838-3278
Village Media Spokesperson	Matt Schuenke	Village Administrator	608-838-3153
Department of Natural Resources		General Number	888-936-7463
Madison Metropolitan Sewerage District	MMSD Offices		608-222-1201
Roto-Rooter (sewer and drain cleaning)			608-256-5189
Dvorak Pumping			608-255-1022
McCann's Underground (sewer and drain cleaning)			608-222-6007
L.W. Allen (lift station controls)			608-222-8622
Town & Country Engineering (Village Engineer)	Brian Berquist		608-273-3350
Gausmann Trenching	Steve Gausmann	Excavating Company	608-222-5070
Capital Underground		Excavating Company	608-318-1595
Homburg Contractors		Excavating Company	608-244-9226
R.G. Huston Company		Excavating Company	608-255-9223
ServPro		Restoration Company	833-683-3460
Paul Davis Restoration		Restoration Company	855-749-9102

Appendix G

Information For Homeowners and Residents

- Facts About Sewer Backup Incidents –

Sewer backups are an unfortunate but common problem in U.S. cities and towns. Although municipal departments make every effort to prevent such incidents, they still may occur. The following information is offered to help property owners and residents understand why backups happen, how they can be prevented, and what steps citizens should take if a sewer backup affects their property. The following questions and answers may be helpful:

What causes a sewer backup?

Sanitary sewer overflows can be caused by a number of factors. They usually involve sewer pipe blockages in either main sewer lines or service laterals (lines between buildings and the main line). Causes may include pipe breaks or cracks due to tree roots, system deterioration, grease, tree roots, hair, or solid materials, such as disposable diapers or sanitary napkins that should not be put down the drain. Such materials may cause major backups in Village lines as well as in residents' lateral lines.

How could a sewer backup affect me?

If the backup occurs in a Village maintained line, the wastewater will normally overflow out of the lowest possible opening, which is usually a manhole. However, in some homes—especially those with basements, or where the lowest level is even with the sewer lines—the overflowing wastewater may exit through the home's lower drains and toilets.

What should I do if sewage backs up into my home?

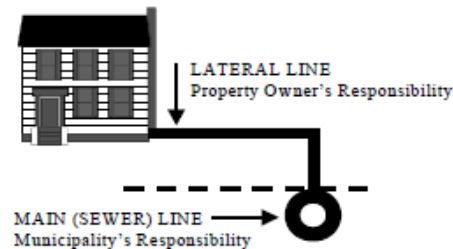
First, take action to protect people and valuable property:

- Keeping in mind that ceramic plumbing fixtures such as toilets are fragile, quickly close all drain openings with stoppers or plugs. Tub, sink, and floor drains may need additional weight to keep them sealed. A string mop can be used to help plug toilet openings.
- Don't run any water down your drains until the blockage has been cleared.
- A quick check with nearby neighbors will help determine if the backup appears to be in your neighbor's wastewater line, and/or widespread in your neighborhood. In this case, call the Department of Public Works immediately. Numbers are listed at the end of this flyer.
- Call a plumber if the problem is in your lateral service line.

If I call the Village, what will they do about a sewer backup onto my property?

- You will be asked questions about the backup timing, location, the property at risk, etc.
- Village personnel will check for blockages in the main line. If found, the blockage will be immediately cleared.
- If the main line is not blocked, you will be advised to call a plumbing or sewer contractor to check your lateral line. Maintenance and repair of the lateral line is the owner's responsibility. (See diagram below.)

Lateral Line Property Owner's Responsibility:



- To minimize damage and negative health effects, you should arrange for cleanup of the property as soon as possible. There are qualified businesses that specialize in this type of cleanup.
- If the sewer backup onto your property resulted from blockage in the main sewer line, Village personnel will explain what the Village can immediately do to help take care of the problem.

Is there anything I can do to prevent sewage backup into my home?

- DO NOT put grease down your garbage disposal or household drain. It can solidify, collect debris and accumulate in Village lines, or build up in your own system.
- DO NOT flush disposable diapers, sanitary napkins or paper towels down the toilet. They could stop up your drains and may damage your plumbing system.
- If the lateral line in your older home has a jointed pipe system, consider whether the roots of large shrubs or trees near the line could invade and break pipes. It is a good idea to know the location of your lateral line(s).
- If the lowest level of your home is below ground level, such as a basement floor drain, it may one day be affected by a backup. One way to prevent sewage backup through such below ground areas is to install a "back-flow valve" on the lowest drain(s). You can also use a plumber's test plug to close these drains when not in use.
- For further information about preventive measures, contact a plumber or plumbing supply dealer.

Will my insurance cover any damage to my home or property?

In the majority of cases, a special rider will need to be added to your homeowner's or renter's insurance policy to cover damages related to sewage backups or water damage. This optional coverage is usually not very expensive, but you must usually request that it be added to your policy. Check with your insurance agent about this policy provision.

Call your insurance agent today to have this coverage added to your policy.

How and where should I report a sewer backup?

Emergency crews are on call 24 hours a day to assist you. In an emergency such as a sewer line backup, or if you observe any vandalism associated with the wastewater or sewer lines, contact the Public Works Department at 608-838-7287 or if after hours the emergency Crew Phone at 608-212-2625.



VILLAGE BOARD SUMMARY SHEET

MEETING DATE: Monday, April 22, 2019

SECTION: Business

DEPARTMENT: Administration

CONTACT:

AGENDA ITEM: Discussion and action regarding the 2019-2020 Village committee, commission, and board appointments.

PREVIOUS ACTION:

ISSUE SUMMARY:

Included within the packet are resident appointments to Village Boards, Commissions, and Committees for the next year as presented by the Village President.

FINANCIAL/BUDGET IMPACT:

VILLAGE PLAN REFERENCE:

ORDINANCE REFERENCE:

BOARD, COMMISSION OR COMMITTEE RECOMMENDATION:

ATTACHMENTS:

1. Appointments

Statutorily authorized authorities, boards, committees and commissions:		
	Appointee	Term
Board of Review	Steve Annen Art Luetke	5 Year Expiration: 04/31/2024
Board of Zoning Appeals	John Robertson	3-Year Expiration: 04/31/2022
Comm. Development Auth.	<i>Vacant</i>	4-Year Expiration: 04/31/2023
Emer. Management Comm.	<i>Vacant</i>	2-Year Expiration: 04/31/2021
Ethics Board	<i>Vacant</i>	3-Year Term Expiration: 04/31/2022
Landmarks Commission	Virginia Nichols	3-Year Term Expiration: 04/31/2022
Library Board	Kenneth Machtan Karin Mandli Sharon Payne	3-Year Term Expiration: 04/31/2022
Plan Commission	<i>Vacant</i>	3-Year Terms Expiration: 04/30/2022
Police & Fire Commission	<i>Vacant</i>	5 Year Expiration: 04/31/2024

Standing Committees		
	Appointee	Term
Comm & Tech Committee	Ella Tschopik CJ Behm Cole Younger Jason Jasink	1-Year Expiration: 04/30/2020
Finance Committee	Rod Clark Clifford Strelow Chuck Mulcahy Curtis Calnin	1-Year Expiration: 04/30/2020
Parks, Rec & Nat Res Comm	John Feldner Chuck Rolfsmeyer Jacob Schkirkie Jacob Tisue Darrel Waldera Katherine Pease	1-Year Expiration: 04/30/2020

Personnel Committee	Steven Kilpatrick Peter Morehouse Chris Spanos Kenneth Machtan Trish Howen	1-Year Expiration: 04/30/2020
Public Safety Committee	Sandy Bakk Kenneth Machtan Rich Staley Tyler Mortenson Rick Hammond	1-Year Expiration: 04/30/2020
Public Utilities Committee	Chris Fredrick	5-Year 04/31/2024
Public Works Committee	Elizabeth Bohuski Don Miller Richard Vela Chris Fredrick Marv Meyers	1-Year Expiration: 04/30/2020
Senior Outreach Committee	Nikole Chapman Carol Lobes Colleen McCormick Monica Macarra Becky Losby	1-Year Expiration: 04/30/2020
Volunteer Committee	Ken Brost Susan Smith Ella Tschopik	1-Year Expiration: 04/30/2020



VILLAGE BOARD SUMMARY SHEET

MEETING DATE: Monday, April 22, 2019

SECTION: Business

DEPARTMENT: Administration

CONTACT: Cassandra Suettinger, Village Clerk/Treasurer

AGENDA ITEM: Discussion and action regarding an agreement with the McFarland Chamber of Commerce for the use of room tax dollars.

PREVIOUS ACTION:

In May of 2018, the Village established a room tax.

ISSUE SUMMARY:

The Village collects room tax dollars annually. At this point the Village only collects room tax dollars from Tourist Rooming House entities within the Village (typically referred to as Airbnb's). The Village is required to forward 70% of the room tax dollars to a tourist entity. Staff has coordinated to have the McFarland Chamber of Commerce serve as this entity. Attached is an email from Attorney Evans on the Village's responsibility regarding the room tax dollars, and the Chamber's responsibility regarding the room tax dollars. The Chamber is fully aware of these requirements and has agreed to serve as this entity. Also, the Chamber has approved the agent of one of the TRH entities to serve on the Chamber Board. The fulfills the statutory requirement to allow the Chamber to serve as this entity. The Chamber is excited at the prospect of this additional revenue source to promote tourism within the Village.

FINANCIAL/BUDGET IMPACT:

N/A

VILLAGE PLAN REFERENCE:

N/A

ORDINANCE REFERENCE:

N/A

BOARD, COMMISSION OR COMMITTEE RECOMMENDATION:

Staff recommends approval of the agreement to have the McFarland Chamber of Commerce serve as the Tourist Entity on behalf of the Village.

ATTACHMENTS:

1. 04.22.19 - Tourism Entity Agreement 3-5-19
2. 04.22.19 Tourist Entity Info



TOURISM ENTITY AGREEMENT
BETWEEN THE VILLAGE OF MCFARLAND AND
THE MCFARLAND AREA CHAMBER OF COMMERCE, INC.

This Agreement is entered into this ____ day of _____, 2019, by and between the Village of McFarland, a Wisconsin municipal corporation (the “Village”), and the McFarland Chamber of Commerce, Inc., a Wisconsin non-stock corporation (the “Chamber”).

WHEREAS, the Village has enacted an ordinance imposing a room tax pursuant to §66.0615, Wis. Stats.; and

WHEREAS, the Chamber is a non-profit entity and is willing to act as a tourism entity on behalf of the Village; and

WHEREAS, the parties desire to enter into this Agreement for the purpose of using any room tax revenue received by the Village for tourism promotion and development within the boundaries of the Village of McFarland;

NOW THEREFORE, in consideration of the mutual covenants contained herein, and for other good and valuable consideration, the receipt and sufficiency of which is mutually acknowledged, the undersigned parties agree as follows:

1. The Chamber shall act as a tourism entity, as defined under §66.0615 (1)(f), Wis. Stats., on behalf of the Village. The Chamber shall include, as a member of its governing body, at least one owner or operator of a lodging facility that collects the room tax on behalf of the Village.

2. The Village will forward at least 70% of any room tax revenue it receives to the Chamber on at least a quarterly basis.

3. The Chamber shall use 100% of the room tax revenue it receives from the Village for tourism promotion and tourism development, as defined under §66.0615 (1)(fm), Wis. Stats., within the boundaries of the Village of McFarland. Tourism promotion and development includes any of the following that are significantly used by transient tourists and reasonably likely to generate paid overnight stays at establishments on which the room tax is imposed:

a. Marketing projects, including advertising media buys, creation and distribution of printed or electronic promotional tourist materials, or efforts to recruit conventions, sporting events, or motorcoach groups.

b. Transient tourist informational services.

4. Annually, the Chamber shall submit to the Village Board of the Village of McFarland a report addressing how the room tax funds were used toward projects and services related to tourism promotion. In addition, the Chamber shall provide any information requested by the Village related to the expenditure of any room tax revenue received by the Chamber, including a detailed accounting of how the funds were used. The Chamber shall also provide to the Village

any information requested by the Village needed for annual reporting requirements to the Wisconsin Department of Revenue.

5. Terms and Termination.

- a. Length of Agreement. This Agreement shall be effective on the date first written above and shall continue in effect for a period of three (3) years, unless earlier terminated as provided herein. The term of this Agreement shall automatically be extended for successive three (3) year terms unless, at least six (6) months prior to the expiration of the initial term or any subsequent term, a party provides written notice to the other party of its intent to terminate this Agreement.
- b. Repeal of Room Tax Ordinance. Notwithstanding the foregoing, the Village reserves the right to repeal its room tax ordinance and such action terminates this Agreement.
- c. Effect of Termination. Upon receipt of notice of termination, or repeal of the room tax ordinance, the parties shall complete the use of any room tax revenues collected prior to the termination of the Agreement. The Chamber shall have a continuing obligation to provide any information requested by the Village for purposes of any audit and reporting requirements.

6. Governing Law. This Agreement shall be governed by the Laws of the State of Wisconsin. If §66.0615, Wis. Stats., or any other statute governing the collection or expenditure of room taxes is amended, such amendment shall govern over any inconsistent term of this Agreement. This Agreement shall, whenever possible, be construed in a manner consistent with the applicable statutes. Both parties shall comply with the requirements of §66.0615, Wis. Stats.

7. Entire Agreement. This Agreement represents the entire agreement between the parties regarding the subject matter hereof and may only be amended by written agreement executed by the parties herein.

Village of McFarland

McFarland Chamber of Commerce, Inc.

Brad Czebotar, Village President

Date:_____

Becky Rogers, President

Date:_____

Attest:_____

Cassandra Suettinger, Clerk/Treasurer

Date:_____

VILLAGE:

- (1) The Village will need to collect the room tax, and then forward **at least 70 percent** of it to the Chamber, 100 percent of which must be spent on tourism promotion and tourism development by the tourism entity. *See* Wis. Stat. § 66.0615(1)(fm) and (1m)(d)1.
- (2) Pursuant to Wis. Stat. § 66.0615(4), as part of the Village's annual tax reporting, the Village will need to **complete a tax form** created and provided by the Wisconsin Department of Revenue. The Village will need to provide the following information on this form:
 - Amount of room tax collected
 - Room tax rate imposed
 - A "detailed accounting" of the amount of the room tax collected by the municipality that was forwarded to the tourism entity's governing body and expenditures of at least \$1,000 made by the tourism entity.
 - A list of each member of the governing body of a tourism entity to which the municipality forwarded room tax revenue in the previous year, and the name of the business entity the member owns, operates, or is employed by, if any (I believe this is so that WDOR can confirm that at least one lodging owner is part of the governing body and also confirm that the money was appropriately used).

Forms submitted by other municipalities can be accessed through the WDOR website. The form itself is completed online on the WDOR website.

CHAMBER:

The Chamber can operate as a "tourism entity" on behalf of the Village because it is a nonprofit organization that was incorporated before January 1, 2015. *See* Wis. Stat. § 66.0615(1)(f). The terms Chamber and "tourism entity" are used interchangeably here, but mean the same entity for our purposes.

- (1) As mentioned above, in order for the Chamber to act as a tourism entity for the Village, the governing body of the Chamber must include (and continue to include) at least one owner or operator of a lodging facility that collects the tax and that is located in the Village. "Lodging facility" is not statutorily defined, but logically would include hotels, motels and bed and breakfast establishments.
- (2) **100 percent** of the room tax revenue the governing body of the tourism entity receives from the Village will need to be spent on "tourism promotion and tourism development." Therefore, 100 percent of the room tax amount received by the Chamber must be spent on marketing projects, transient tourist informational services, and/or tangible municipal development. *See* Wis. Stat. § 66.0615(1)(fm). In essence, the goal is to promote overnight stays in the municipality at one of its lodging facilities.
- (3) The tourism entity must provide "destination marketing staff and services for the tourism industry" in the Village. I do not know what dollars we are looking at for tax revenue and what the Chamber will have to work with, but "marketing staff" may be dedicated time from someone at the Chamber.

- (4) The Chamber will also have to **report annually** to the Village how the tourism dollars were spent. *See* Wis. Stat. § 66.0615(1m)(d)4. and 8. All expenditures must be for “tourism promotion and tourism development.” In addition, based upon the Village’s tax reporting requirements under Wis. Stat. § 66.0615(4), the tourism entity’s annual report should specify the amount of each expenditure, and provide a list of each member of the governing body and the name of the business entity the member owns, operates, or is employed by, if any. It is important for the Chamber to keep track of its receipt and use of funds so that it may accurately state how the money was used. The Village needs accurate information when filing its annual return with WDOR.

Let me know what additional questions you have.

Daniel J. Evans
Reuter, Whitish & Evans, S.C.
44 E. Mifflin St., Suite 306
Madison, WI 53703
Office: (608)250-9053
www.rwelaw.net



VILLAGE BOARD SUMMARY SHEET

MEETING DATE: Monday, April 22, 2019

SECTION: Business

DEPARTMENT: Administration

CONTACT: Matt Schuenke, Village Administrator

AGENDA ITEM: Discussion and action to set the schedule regarding the evaluation of proposals for strategic planning services.

PREVIOUS ACTION:

The Village Board took action on January 14th to direct Village Staff to issue the Request for Proposals.

ISSUE SUMMARY:

Earlier this year the Village Board approved the issuance of a Request for Proposals for Strategic Planning Services. There were 8 proposals received and the Village Administrator was responsible for recommending three to the Village Board for consideration. The recommended proposals and applicable background materials have already been shared with the board to provide additional time for their own individual review. This item is included on the agenda to set the schedule to complete the final evaluation of these proposals and make a selection.

FINANCIAL/BUDGET IMPACT:

There is no fiscal impact on setting the final evaluation process.

VILLAGE PLAN REFERENCE:

None.

ORDINANCE REFERENCE:

None.

BOARD, COMMISSION OR COMMITTEE RECOMMENDATION:

It is recommended that the Village Board schedule a special meeting for Monday, April 29th beginning at 6:00 pm. One hour will be dedicated to interview each Consultant in order to further evaluate the proposal. At the conclusion of interviews the Village Board will make a selection that will be confirmed at its next regular meeting.

ATTACHMENTS:

None