VILLAGE BOARD AGENDA

Tuesday, January 27, 2026 at 6:00 PM

Harrison Village Hall
W5298 State Road 114
Menasha, WI 54952

---

1. **Call to Order**
2. **Pledge of Allegiance**
3. **Roll Call**
4. **Identify Potential Conflicts of Interest**
5. **Correspondence or Communications from Board and Staff**
6. **Corrections and Approval of the Previous Meeting Minutes**
   - **a.** January 6, 2026 Meeting Minutes
7. **Employee Recognitions**
   - **a.** Village Clerk/HR Manager Meghan Winkler- Wisconsin Certified Municipal Clerk certification
   - **b.** Community Risk Reduction Officer Craig Majewski: Harrison Fire Rescue
   - **c.** Building Inspector Jason Gruetzmacher: UDC Certifications
8. **Reports**
   - **a.** Fire Rescue
   - **b.** Calumet County Sheriff's Dept.
   - **c.** Village Manager
     - Planning & Zoning Report
     - Fire Station 70 Monthly Report
   - **d.** Finance Director/Treasurer
     - Budget & Financial Reports
   - **e.** Public Works/Engineering/Parks/Trails
   - **f.** Clerk
   - **g.** Harrison Utilities

9. Public Comments

The Board will receive information from the public in accordance with State Statute 19.84(2). Be advised board discussion is limited to only clarify the information received. No action shall be taken under public comments. General procedure is to allow each person three-minutes to speak, although the President may grant extensions, reduce the time, or limit the number of like-minded speakers on the same topic. Anyone wishing to speak should register their name on the sign-in sheet prior to the start of the meeting.

10. Approval of Bills and Claims

a. Bills and Claims – December 2025

11. Old Business for Discussion, Consideration, and/or Action

a. None at this time.

12. New Business for Discussion, Consideration, and/or Action

a. Zoning Map Amendment (Rezoning) – Eugene Frederickson – Hwy 55 – Parcel 40398 and Part of Parcels 40378 & 40394.

b. Zoning Map Amendment (Rezoning) – Daniel Stumpf – S Coop Rd – Part of Parcel 33572.

c. Conditional Use Permit – Gene Frederickson Trucking and Excavating – Hwy 55 – Parcel 40398

d. Certified Survey Map (CSM) – Boyd Dietzen – Schmidt Rd – Parcel 33278

e. Site Plan Review – Eugene Frederickson – Hwy 55 – Parcel 40398

f. 2026 Asphalt Resurfacing Projects: McMahon Design, Bidding and Construction Services

g. Harrison Commerce Park Final Roadway Improvements: McMahon- bidding and construction phase

h. Unison Way Design-TID 2: McMahon

i. Various Payment Requests

j. Various Change Orders

k. Resolution in Support of Reauthorization of the State Funding for Knowles-Nelson Stewardship Program

l. Acceptance of Sand Hill Landing Water and Sanitary Sewer Mains in the City of Menasha

m. Intent to Purchase Lots 9 & 10: Crossroads Business Park

n. Implementation of Years of Service and Retirement Program for the Village of Harrison

o. Employee Handbook Changes: Resignation/Retirement/Final Pay

p. Change Job Description Title: Assistant Planner to Zoning Administrator

q. Natural Gas Installation- We Energies: Harrison Commerce Park

r. Electric Installation- We Energies: Harrison Commerce Park

s. Electric Service Installation- We Energies- Fire Station 70

t. Decorative Street Lights- We Energies: Harrison Commerce Park

u. V26-03 An ordinance repealing and recreating Chapter 103, Sections 103-1, 103-2, 103-10, 103-24, 103-27, 103-28, 103-30, Village Land Development Code.

v. Settlement Agreement- 2019 Fire Protection Fees: City of Menasha

w. Farmers Field Pavilion Update: Project Completion

x. Ranger Purchase for Harrison Fire Rescue

y. Trailer Purchase for Harrison Fire Rescue

z. Open discussion and consideration to discuss future contract terms between the Village of Harrison and the Village of Sherwood/Town of Woodville related to a fire service contract prior to potentially going into closed session to discuss strategy and bargaining authority for the Village Manager to use in negotiation of said agreement.

13. Future Agenda Items

14. Future Meetings

a.

February 10, 2026	Village Board Listening Session
February 27, 2026	Village Board Meeting
March 10, 2026 at 6pm	Joint Board Meeting: Harrison/Sherwood/Woodville - @Fire Station 60
March 31, 2026	Village Board Meeting

15. Closed Session

a. The Board may convene in Closed Session pursuant to Wis. Stat. section 19.85 (1)(e) for the purpose of deliberating or negotiating contract terms, wherever competitive or bargaining reasons require a closed session; specifically, to discuss strategy and bargaining authority to be used by the Village Manager in negotiations related to the fire service contract with the Village of Sherwood and the Town of Woodville.

Attendees may include the Board, Village Manager, Finance Director/Treasurer, Village Clerk, and Village Attorney

16. Open Session

a. Motion to reconvene in open session for possible action relating to the matter discussed in closed session.

17. Adjournment

Agenda posted and published:

January 22, 2026 at Harrison Village Hall, Harrison Utilities and to www.Harrision.wi.gov

/s/ Meghan Winkler, Clerk

Accessibility:

This is a public meeting, any person with hearing disabilities or requiring special accommodations to participate should contact the Clerk's Office (920-989-1062) at least 24-hours prior to the meeting.

VILLAGE BOARD MEETING **VILLAGE OF HARRISON**

From: Chad Pelishek, Village Manager **Meeting Date:** 1/27/2026

Title: Village Clerk/HR Manager Meghan Winkler- Wisconsin Certified Municipal Clerk certification

Issue: None

Background and Additional Information:
The Wisconsin Municipal Clerks Association sponsors a certification called the Wisconsin Municipal Clerk certification.

Meghan Winkler participated in the 100 hours over a 3-year period in order to obtain the certification.

Congratulations to Meghan Winkler of receiving this certification from the WI Municipal Clerks Association.

Budget Impacts: None

Recommended Action: None
Attachments:

Village of HARRISON
WHERE OPPORTUNITY LIVES

VILLAGE BOARD MEETING **VILLAGE OF HARRISON**

From: Chad Pelishek, Village Manager **Meeting Date:** 1/27/2026

Title: Community Risk Reduction Officer Craig Majewski: Harrison Fire Rescue

Issue: None

Background and Additional Information:
The National Registry of Emergency Medical Technicians (NREMT) offers an Emergency Medical Technician (EMT) course which Mr. Majewski completed in 2025. This equips Craig to contribute more effectively to the Village's emergency response efforts.

The International Fire Service Accreditation Congress (IFSAC) sponsors the Fire Inspector I training. Mr. Majewski is now a certified fire inspector 1 and plan examiner in Wisconsin.

Community Risk Reduction Officer Majewski is committed to using these skills to implement superior safety services and improve risk reduction strategies within our community.

Budget Impacts: None

Recommended Action: None
Attachments:

Village of HARRISON
WHERE OPPORTUNITY LIVES

VILLAGE BOARD MEETING **VILLAGE OF HARRISON**

From: Chad Pelishek, Village Manager **Meeting Date:** 1/27/2026

Title: Building Inspector Jason Gruetzmacher: DSPS

Issue: None

Background and Additional Information:
The Wisconsin Department of Safety and Professional Services (DSPS) provides inspector trainings under the Uniform Dwelling Code (UDC) for building, electrical, plumbing and HVAC.

In 2025, Mr. Gruetzmacher completed four UDC certifications in building, electrical, plumbing and HVAC. In 2026, Mr. Gruetzmacher is serving as the Village's primary building inspector with the completions of these certifications.

Mr. Gruetzmacher is also studying to take the Commercial building in 2026 and electrical and plumbing to follow.

Budget Impacts: None

Recommended Action: None
Attachments:

Village of HARRISON
WHERE OPPORTUNITY LIVES

VILLAGE BOARD MEETING **VILLAGE OF HARRISON**

From:
Jarred Gerl, Fire Chief

Meeting Date:
January 27, 2026

Title:
Harrison Fire-Rescue Monthly Board Reports

Recommended Action:
N/A

Background and Additional Information:
N/A

Budget Impacts:
N/A

Attachments:
Activity Report
Incidents Report

Harrison Fire-Rescue

Fire Station 60 • Fire Station 70 • EMS

Village Board/Fire Commission Activity Report for December 2025
(Updated: 1/20/26)

1. Emergency Response

Harrison Fire-Rescue was dispatched to 58 emergency incidents in December.

- As of December 31st, the Department responded to a total of 621 incidents.
- See attached Monthly Incidents Report.

2. Department Training/Meetings

In addition to regularly scheduled meetings, training plays a prominent role in our organization. Members hold learning in high regard and value opportunities from learned experiences. One of our strengths as a volunteer department resides in the diversity and expertise our members bring with them.

- December 1st — Staff Meeting
  - 6 p.m. Chiefs
  - 7 p.m. Officers
  - 8 p.m. Membership
- December 4th — Interview Committee
- December 8th — Meeting with County Rescue
- December 8th — EMS Training
  - Trauma
- December 15th — Fire Department Training
  - Specialized Teams

3. Chief Business/Items of Note

- December 8th — Station 70 Connecting Point Meeting
- December 9th — Wendel Station 70 Construction Meeting
- December 12th — Village Manager Meeting
- December 15th — Village Finance Director Meeting
- December 16th — Village Board Meeting
- December 16th — Oshkosh Defense
- December 16th — McMahon Fire Study Meeting
- December 23rd — Wendel Station 70 Construction Meeting

Harrison Fire-Rescue

Fire Station 60 • Fire Station 70 • EMS

- Station 70 progress remains on track.
- Assistant Chief Pat Klein passed the National Registry and has joined the EMS Squad.
- A grant written through the Kellman Cares Foundation was awarded for the purchase of new safety helmets.

Respectfully Submitted,
Jarred Gerl
Fire Chief

Monthly Incidents Report w/o Address

Filter: Incident.Basic Details Incident Date within last month

Incident Date	CAD Number	City	Incident Type Name	Alarm Time	Arrival	Response Time
12/01/2025	0582	Village of Harrison	EMS call, excluding vehicle accident with injury	12/01/2025 00:01:57	12/01/2025 00:05:00	183.00
12/02/2025	0584	Village of Harrison	EMS call, excluding vehicle accident with injury	12/02/2025 23:14:16	12/02/2025 23:20:49	393.00
12/02/2025	0583	Village of Harrison	EMS call, excluding vehicle accident with injury	12/02/2025 08:34:12	12/02/2025 08:42:17	485.00
12/03/2025	0586	Village of Sherwood	EMS call, excluding vehicle accident with injury	12/03/2025 13:30:17	12/03/2025 13:36:06	349.00
12/03/2025	0585	Village of Harrison	Smoke detector activation, no fire - unintentional	12/03/2025 11:21:40	12/03/2025 11:31:44	604.00
12/04/2025	0587	Village of Harrison	Gas leak (natural gas or LPG)	12/04/2025 09:17:08	12/04/2025 09:37:23	1215.00
12/05/2025	0589	Village of Sherwood	EMS call, excluding vehicle accident with injury	12/05/2025 11:16:18	12/05/2025 11:22:36	378.00
12/05/2025	0588	Village of Harrison	EMS call, excluding vehicle accident with injury	12/05/2025 04:02:59	12/05/2025 04:06:00	181.00
12/06/2025	0590	Village of Harrison	EMS call, excluding vehicle accident with injury	12/06/2025 21:30:28	12/06/2025 21:36:11	343.00
12/08/2025	0593	Village of Harrison	Dispatched & canceled en route	12/08/2025 13:44:15		
12/08/2025	0591	Village of Harrison	EMS call, excluding vehicle accident with injury	12/08/2025 08:50:22	12/08/2025 08:57:24	422.00
12/08/2025	0592	Village of Sherwood	EMS call, excluding vehicle accident with injury	12/08/2025 10:25:19	12/08/2025 10:34:20	541.00

Incident Date	CAD Number	City	Incident Type Name	Alarm Time	Arrival	Response Time
12/09/2025	0595	Village of Harrison	EMS call, excluding vehicle accident with injury	12/09/2025 18:26:05	12/09/2025 18:30:06	241.00
12/09/2025	0594	Village of Harrison	False alarm or false call, other	12/09/2025 11:41:25	12/09/2025 11:50:13	528.00
12/10/2025	0596	Village of Harrison	EMS call, excluding vehicle accident with injury	12/10/2025 01:13:03	12/10/2025 01:15:00	117.00
12/10/2025	0599	Village of Harrison	EMS call, excluding vehicle accident with injury	12/10/2025 11:47:36	12/10/2025 11:52:26	290.00
12/10/2025	0028	Town of Woodville	EMS call, excluding vehicle accident with injury	12/10/2025 20:07:36	12/10/2025 20:20:32	776.00
12/10/2025	0600	Village of Harrison	EMS call, excluding vehicle accident with injury	12/10/2025 18:52:56	12/10/2025 19:00:27	451.00
12/10/2025	0598	Village of Sherwood	Cooking fire, confined to container	12/10/2025 10:36:41	12/10/2025 10:45:04	503.00
12/10/2025	0597	Village of Harrison	Carbon monoxide detector activation, no CO	12/10/2025 08:36:50	12/10/2025 09:01:00	1450.00
12/11/2025	0601	Village of Harrison	Motor vehicle accident with injuries	12/11/2025 17:10:00	12/11/2025 17:14:05	245.00
12/12/2025	0603	Village of Harrison	Dispatched & canceled en route	12/12/2025 15:14:30		
12/12/2025	0029	Town of Woodville	EMS call, excluding vehicle accident with injury	12/12/2025 08:58:50	12/12/2025 09:10:46	716.00
12/12/2025	0602	Village of Harrison	EMS call, excluding vehicle accident with injury	12/12/2025 13:49:55	12/12/2025 13:57:00	425.00
12/12/2025	0604	Village of Harrison	EMS call, excluding vehicle accident with injury	12/12/2025 19:08:06	12/12/2025 19:14:50	404.00
12/13/2025	0605	Village of Harrison	EMS call, excluding vehicle accident with injury	12/13/2025 04:51:53	12/13/2025 04:59:16	443.00

Incident Date	CAD Number	City	Incident Type Name	Alarm Time	Arrival	Response Time
12/13/2025	0606	Village of Harrison	Trash or rubbish fire, contained	12/13/2025 16:31:23	12/13/2025 16:52:40	1277.00
12/14/2025	0607	Village of Harrison	Smoke scare, odor of smoke	12/14/2025 18:56:03	12/14/2025 18:59:43	220.00
12/14/2025	0608	Village of Harrison	EMS call, excluding vehicle accident with injury	12/14/2025 20:41:58	12/14/2025 20:49:04	426.00
12/15/2025	0610	Village of Harrison	Dispatched & canceled en route	12/15/2025 13:37:22		
12/16/2025	0612	Village of Harrison	EMS call, excluding vehicle accident with injury	12/16/2025 12:14:18	12/16/2025 12:21:10	412.00
12/16/2025	0611	Village of Harrison	EMS call, excluding vehicle accident with injury	12/16/2025 06:26:10	12/16/2025 06:43:20	1030.00
12/16/2025	0613	Village of Harrison	Motor vehicle accident with injuries	12/16/2025 15:11:57	12/16/2025 15:27:24	927.00
12/19/2025	0614	Village of Harrison	EMS call, excluding vehicle accident with injury	12/19/2025 10:30:08	12/19/2025 10:34:04	236.00
12/20/2025	0615	Village of Harrison	EMS call, excluding vehicle accident with injury	12/20/2025 17:37:02	12/20/2025 17:46:36	574.00
12/21/2025	0618	Village of Harrison	EMS call, excluding vehicle accident with injury	12/21/2025 14:49:03	12/21/2025 14:54:17	314.00
12/21/2025	0617	Village of Harrison	EMS call, excluding vehicle accident with injury	12/21/2025 09:06:32	12/21/2025 09:17:14	642.00
12/21/2025	0620	Village of Harrison	EMS call, excluding vehicle accident with injury	12/21/2025 18:31:56	12/21/2025 18:37:00	304.00
12/21/2025	0619	Village of Harrison	Gas leak (natural gas or LPG)	12/21/2025 18:10:07	12/21/2025 18:26:53	1006.00
12/21/2025	0616	Village of Harrison	Carbon monoxide incident	12/21/2025 02:52:06	12/21/2025 03:10:36	1110.00
12/22/2025	0621	Village of Harrison	EMS call, excluding vehicle accident with injury	12/22/2025 14:47:00	12/22/2025 14:52:10	310.00

Incident Date	CAD Number	City	Incident Type Name	Alarm Time	Arrival	Response Time
12/22/2025	0622	Village of Harrison	EMS call, excluding vehicle accident with injury	12/22/2025 19:41:36	12/22/2025 19:48:17	401.00
12/22/2025	0623	Village of Sherwood	Carbon monoxide incident	12/22/2025 21:23:21	12/22/2025 21:33:52	631.00
12/23/2025	0625	Village of Harrison	EMS call, excluding vehicle accident with injury	12/23/2025 09:56:56	12/23/2025 10:02:39	343.00
12/23/2025	0624	Village of Harrison	EMS call, excluding vehicle accident with injury	12/23/2025 09:26:56	12/23/2025 09:37:00	604.00
12/25/2025		Town of Woodville	Nausea / Vomiting	12/25/2025 19:16:00	12/25/2025 19:28:00	720.00
12/26/2025	0626	Village of Harrison	EMS call, excluding vehicle accident with injury	12/26/2025 08:42:29	12/26/2025 08:48:24	355.00
12/26/2025	0627	Village of Sherwood	EMS call, excluding vehicle accident with injury	12/26/2025 14:36:45	12/26/2025 14:44:06	441.00
12/27/2025	0628	Village of Harrison	EMS call, excluding vehicle accident with injury	12/27/2025 14:20:11	12/27/2025 14:28:33	502.00
12/27/2025	0629	Village of Sherwood	EMS call, excluding vehicle accident with injury	12/27/2025 17:57:50	12/27/2025 18:04:23	393.00
12/28/2025	0630	Village of Harrison	EMS call, excluding vehicle accident with injury	12/28/2025 10:55:25	12/28/2025 10:59:14	229.00
12/28/2025	0631	Village of Harrison	Cooking fire, confined to container	12/28/2025 20:36:00	12/28/2025 20:40:13	253.00
12/28/2025	0632	Village of Harrison	EMS call, excluding vehicle accident with injury	12/28/2025 21:27:46	12/28/2025 21:37:30	584.00
12/29/2025	0633	Village of Harrison	Unconscious Victim	12/29/2025 09:53:00	12/29/2025 10:01:00	480.00
12/29/2025	0635	Village of Harrison	No Appropriate Choice	12/29/2025 18:41:56	12/29/2025 18:45:21	205.00
12/29/2025	0634	Village of Harrison	Unknown Problem	12/29/2025 15:58:30	12/29/2025 16:02:30	240.00
12/30/2025	0640	Village of Harrison	Fall	12/30/2025 14:50:50	12/30/2025 14:57:16	386.00

Incident Date	CAD Number	City	Incident Type Name	Alarm Time	Arrival	Response Time
12/30/2025	0636	Village of Harrison	Altered Mental Status	12/30/2025 07:53:16	12/30/2025 08:00:47	451.00

VILLAGE BOARD MEETING | **VILLAGE OF HARRISON**

From:
Joseph Tenor, Lieutenant
John McGuire, Sgt
Derek Bries, Chief Deputy CCSD

Meeting Date:
January 27, 2026

Title:
Calumet County Sherriff's Department September Board Report

Recommended Action:
N/A

Background and Additional Information:
N/A

Budget Impacts:
N/A

Attachments:
December Monthly Reports

P:920.989.1062 F:920.989.1077 | W5298 State Road 114 • Harrison, WI 54952 | harrison-wi.org

County Deputy
Harrison Deputy

CITATIONS		
Date	**Violation Location**	**Violation**
12/01/2025	EDGEWOOD DR AT NOE RD IN VILLAGE OF HARRISO	OPERATE MOTOR VEHICLE W/O PROOF OF INSURANCE
12/02/2025	STATE PARK RD AT MANITOWOC RD IN VILLAGE OF	EXCEEDING SPEED ZONES, ETC. (20-24 MPH)
12/02/2025	OVERRIDE	DRIVING TOO FAST FOR CONDITIONS
12/03/2025	USH USH 10 EB AT STH STH 55 SB IN VILLAGE O	FAILURE TO KEEP VEHICLE UNDER CONTROL
12/03/2025	BLACKOAK ST 166 FT SOUTH OF DOGWOOD LN IN V	OPERATING WHILE REVOKED (REV DUE TO ALC/CONT SUBST/REFUSAL)
12/05/2025	STATE PARK RD 241 FT SOUTH OF SCHMIDT RD IN	EXCEEDING SPEED ZONES, ETC. (16-19 MPH)
12/07/2025	LAKE PARK RD AT WINNIPEG ST IN VILLAGE OF H	OWI (1ST W/PASSENGER < 16 YRS OLD)
12/07/2025	STH STH 55 NB AT HIGHLINE RD IN VILLAGE OF	FAIL/DISPLAY VEHICLE LICENSE PLATES
12/07/2025	STH STH 55 NB AT HIGHLINE RD IN VILLAGE OF	FAIL/YIELD/UNCONTROLLED T INTERSECTION
12/08/2025	MANITOWOC RD 37 FT EAST OF CTH N WB IN VILL	NON-REGISTRATION OF AUTO, ETC
12/08/2025	MANITOWOC RD 37 FT EAST OF CTH N WB IN VILL	FAIL/STOP AT STOP SIGN
12/08/2025	CTH N SB 238 FT NORTH OF HOELZEL WAY IN VIL	OPERATING WHILE SUSPENDED
12/09/2025	USH USH 10 WB 0.32 MI WEST OF N HARWOOD RD	OPERATING W/PAC (1ST)
12/09/2025	N COOP RD 126 FT SOUTH OF MIDWAY RD/ CTH AP	DRIVING TOO FAST FOR CONDITIONS
12/11/2025	USH USH 10 WB 54 FT EAST OF STH STH 114 WB	UNSAFE LANE DEVIATION
12/11/2025	MIDWAY RD 92 FT EAST OF MIDWAY RD/ CTH AP E	FAIL TO PROPERLY CONSTRUCT AND LOAD VEHICLE
12/11/2025	STH STH 114 WB 226 FT NORTH OF OLD HIGHWAY	NON-REGISTRATION OF AUTO, ETC
12/11/2025	CTH KK EB AT BRUX RD IN VILLAGE OF HARRISON	FAIL/YIELD EMERGING FROM NONHIGHWAY ACCESS
12/12/2025	STH STH 55 NB 0.38 MI SOUTH OF USH USH 10 I	EXCEEDING SPEED ZONES, ETC. (11-15 MPH)
12/12/2025	USH USH 10 EB 0.35 MI EAST OF LAKE PARK RD	SPEEDING IN 55 MPH ZONE (1-10 MPH)
12/13/2025	USH USH 10 EB 0.4 MI WEST OF STATE PARK RD	SPEEDING IN 55 MPH ZONE (16-19 MPH)
12/13/2025	CTH N SB 535 FT SOUTH OF KUEPPER RD IN VILL	POSSESS OPEN INTOXICANTS IN MV-PASSENGER
12/13/2025	CTH N SB 167 FT SOUTH OF USH USH 10 EB IN V	OPERATING WHILE UNDER THE INFLUENCE
12/13/2025	USH USH 10 EB 985 FT WEST OF EISENHOWER DR	OPERATING WHILE SUSPENDED
12/13/2025	USH USH 10 EB 985 FT WEST OF EISENHOWER DR	SPEEDING IN 55 MPH ZONE (11-15 MPH)
12/16/2025	MANITOWOC RD 269 FT WEST OF SPRING VALLEY R	NON-REGISTRATION OF AUTO, ETC
12/17/2025	PARKING LOT CTH KK EB IN VILLAGE OF HARRIS	HIT AND RUN-UNATTENDED VEHICLE
12/17/2025	LAKE PARK RD 99 FT SOUTH OF COMMUNITY WAY I	OPERATING WHILE REVOKED (REV DUE TO ALC/CONT SUBST/REFUSAL)
12/17/2025	USH USH 10 EB 0.31 MI WEST OF STATE PARK RD	OPERATE MOTOR VEHICLE W/O INSURANCE
12/17/2025	USH USH 10 EB 0.31 MI WEST OF STATE PARK RD	SPEEDING IN 55 MPH ZONE (11-15 MPH)
12/17/2025	VETERANS AVE/ STH STH 55 NB 891 FT NORTH OF	INATTENTIVE DRIVING
12/17/2025	STH 114 EB AT CTH N SB IN VILLAGE OF HARRIS	FAIL/YIELD FOR YIELD SIGN
12/17/2025	WOODLAND RD 508 FT WEST OF BLACKOAK ST IN V	OWI (1ST) (PAC>=0.15)
12/17/2025	WOODLAND RD 508 FT WEST OF BLACKOAK ST IN V	OPERATING WHILE UNDER THE INFLUENCE
12/17/2025	STH STH 114 WB AT USH USH 10 WB IN VILLAGE	OPERATING WHILE UNDER THE INFLUENCE
12/18/2025	LAKE PARK RD 105 FT SOUTH OF FIRE LANE 8 IN	OPERATING WHILE UNDER THE INFLUENCE
12/18/2025	STH STH 55 SB 569 FT SOUTH OF SCHMIDT RD IN	SPEEDING IN 55 MPH ZONE (20-24 MPH)
12/18/2025	CTH KK EB AT HANK DR IN VILLAGE OF HARRISON	EXCEEDING SPEED ZONES, ETC. (16-19 MPH)
12/18/2025	CTH N NB AT MARY DR IN VILLAGE OF HARRISON	INATTENTIVE DRIVING
12/19/2025	USH USH 10 WB 0.29 MI WEST OF PETERS RD IN	EXCEEDING SPEED ZONES, ETC. (11-15 MPH)
12/19/2025	MIDWAY RD 69 FT EAST OF NOE RD IN VILLAGE O	OPERATE MOTOR VEHICLE W/O PROOF OF INSURANCE
12/20/2025	STH STH 114 WB AT OLD HIGHWAY RD IN VILLAGE	AUTOMOBILE FOLLOWING TOO CLOSELY
12/21/2025	USH USH 10 EB 1108 FT EAST OF LAKE PARK RD	SPEEDING IN 55 MPH ZONE (16-19 MPH)
12/21/2025	USH USH 10 EB 1108 FT EAST OF LAKE PARK RD	OWI (4TH)
12/21/2025	STATE PARK RD 1109 FT SOUTH OF MANITOWOC RD	RECKLESS DRIVING-ENDANGER SAFETY
12/21/2025	STATE PARK RD 1109 FT SOUTH OF MANITOWOC RD	RECKLESS DRIVING-ENDANGER SAFETY
12/21/2025	STATE PARK RD 1109 FT SOUTH OF MANITOWOC RD	RECKLESS DRIVING-ENDANGER SAFETY
12/24/2025	USH USH 10 EB 806 FT WEST OF FIRE LANE 2 IN	EXCEEDING SPEED ZONES, ETC. (16-19 MPH)
12/24/2025	STATE PARK RD 590 FT SOUTH OF PAYTEN ST IN	EXCEEDING SPEED ZONES, ETC. (11-15 MPH)
12/25/2025	N COOP RD 230 FT SOUTH OF MIDWAY RD/ CTH AP	OPERATE WITH CONTROL SUBSTANCE (2ND)
12/26/2025	USH USH 10 WB 123 FT WEST OF EISENHOWER DR	OPERATE MOTOR VEHICLE W/O PROOF OF INSURANCE
12/27/2025	MIDWAY RD AT NOE RD IN VILLAGE OF HARRISON	NON-REGISTRATION OF AUTO, ETC
12/27/2025	MIDWAY RD AT NOE RD IN VILLAGE OF HARRISON	FAIL/STOP AT STOP SIGN
12/27/2025	NOE RD 593 FT SOUTH OF SHEPHERD LN IN VILLA	SPEEDING ON CITY HIGHWAY (11-15 MPH)

12/27/2025	STH STH 114 WB AT USH 10 WB IN VILLAGE OF H	OPERATING WHILE UNDER THE INFLUENCE
12/27/2025	STH STH 114 EB 681 FT WEST OF STATE PARK RD	OPERATING WHILE UNDER THE INFLUENCE
12/28/2025	STH STH 55 NB 397 FT NORTH OF MANITOWOC RD	SPEEDING IN 55 MPH ZONE (1-10 MPH)
12/28/2025	STH STH 114 WB AT USH USH 10 WB IN VILLAGE	OPERATING W/PAC (1ST)
12/28/2025	PARKING LOT S ONEIDA ST IN VILLAGE OF HARRI	POSSESS OPEN INTOXICANTS IN MV-DRIVER

County Deputy
Harrison Deputy

WARNINGS

Date	Violation Location	Violation
12/01/2025	NORTH SHORE RD 349 FT NORTH OF MUIRFIELD WA	IMPROPER STOP/RR STOP SIGN
12/01/2025	EDGEWOOD DR AT NOE RD IN VILLAGE OF HARRISO	FAIL/STOP AT STOP SIGN
12/02/2025	CTH KK EB AT N COOP RD IN VILLAGE OF HARRIS	OPERATOR VIOLATE RED TRAFFIC LIGHT
12/02/2025	USH USH 10 WB 0.38 MI EAST OF PETERS RD IN	SPEEDING IN 55 MPH ZONE (11-15 MPH)
12/03/2025	N COOP RD 943 FT NORTH OF MIDWAY RD/ CTH AP	OPERATION W/O REQUIRED LAMPS LIGHTED
12/03/2025	STH STH 114 WB 267 FT EAST OF STATE PARK RD	OPERATION W/O REQUIRED LAMPS LIGHTED
12/03/2025	BLACKOAK ST 166 FT SOUTH OF DOGWOOD LN IN V	OPERATING LEFT OF CENTER
12/03/2025	BLACKOAK ST 166 FT SOUTH OF DOGWOOD LN IN V	OPERATE MOTOR VEHICLE W/O PROOF OF INSURANCE
12/04/2025	USH USH 10 EB 671 FT WEST OF STH STH 55 NB	SPEEDING IN 55 MPH ZONE (11-15 MPH)
12/05/2025	NOE RD 113 FT NORTH OF MIDWAY RD IN VILLAGE	EXCEEDING SPEED ZONES, ETC. (11-15 MPH)
12/05/2025	N COOP RD 244 FT SOUTH OF HEARTHSTONE DR IN	EXCEEDING SPEED ZONES, ETC. (11-15 MPH)
12/05/2025	LAKE PARK RD 531 FT SOUTH OF S LAKE PARK RD	OPERATION W/O REQUIRED LAMPS LIGHTED
12/06/2025	CTH N SB 247 FT SOUTH OF JOCHMANN DR IN VIL	EXCEEDING SPEED ZONES, ETC. (11-15 MPH)
12/06/2025	CTH N NB 293 FT NORTH OF JOCHMANN DR IN VIL	EXCEEDING SPEED ZONES, ETC. (11-15 MPH)
12/07/2025	CTH N NB 315 FT SOUTH OF ATLAS CT IN VILLAG	EXCEEDING SPEED ZONES, ETC. (16-19 MPH)
12/07/2025	LAKE PARK RD AT MANITOWOC RD IN VILLAGE OF	OPERATE MOTOR VEHICLE W/O INSURANCE
12/08/2025	USH USH 10 WB 475 FT EAST OF STH STH 114 WB	OPERATE MOTOR VEHICLE W/O INSURANCE
12/08/2025	USH USH 10 WB 475 FT EAST OF STH STH 114 WB	OPERATE VEHICLE W/O REGISTRATION LAMPS
12/08/2025	USH USH 10 WB 475 FT EAST OF STH STH 114 WB	OPERATION W/O REQUIRED LAMPS LIGHTED
12/08/2025	MANITOWOC RD 37 FT EAST OF CTH N WB IN VILL	NO TAIL LAMP/DEFECTIVE TAIL LAMP-NIGHT
12/08/2025	CTH N SB 238 FT NORTH OF HOELZEL WAY IN VIL	FAIL/NOTIFY DMV OF ADDRESS/NAME CHANGE
12/08/2025	CTH N SB 238 FT NORTH OF HOELZEL WAY IN VIL	FAILURE TO DIM HEADLAMP
12/08/2025	USH USH 10 EB 679 FT WEST OF FIRE LANE 2 IN	DEVIATION FROM DESIGNATED LANE
12/08/2025	USH USH 10 EB 679 FT WEST OF FIRE LANE 2 IN	EXCEEDING SPEED ZONES, ETC. (16-19 MPH)
12/09/2025	STH STH 55 SB 696 FT SOUTH OF ERTL RD IN VI	OPERATING LEFT OF CENTER
12/09/2025	USH USH 10 WB 523 FT WEST OF ZIRBEL DR IN V	OPERATE VEHICLE W/ IMPROPER COLOR LIGHT TO REAR
12/10/2025	CTH KK EB 0.27 MI EAST OF HOPFENSPERGER RD	FAILURE TO KEEP VEHICLE UNDER CONTROL
12/10/2025	CTH KK EB 0.27 MI EAST OF HOPFENSPERGER RD	OPERATE MOTOR VEHICLE W/O INSURANCE
12/11/2025	CTH N SB 466 FT NORTH OF MANITOWOC RD IN VI	EXCEEDING SPEED ZONES, ETC. (11-15 MPH)
12/11/2025	ETHAN DR 43 FT WEST OF LAKE PARK RD IN VILL	FAIL/MAINTAIN VEHICLE BACK-UP LAMPS
12/11/2025	ETHAN DR 43 FT WEST OF LAKE PARK RD IN VILL	OBSTRUCTED LICENSE PLATES
12/11/2025	ETHAN DR 43 FT WEST OF LAKE PARK RD IN VILL	UNSAFE BACKING OF VEHICLE
12/11/2025	STH STH 114 WB 226 FT NORTH OF OLD HIGHWAY	OPERATE MOTOR VEHICLE W/O PROOF OF INSURANCE
12/12/2025	STATE PARK RD 696 FT NORTH OF MANITOWOC RD	EXCEEDING SPEED ZONES, ETC. (11-15 MPH)
12/12/2025	STATE PARK RD 696 FT NORTH OF MANITOWOC RD	EXCEEDING SPEED ZONES, ETC. (11-15 MPH)
12/13/2025	N COOP RD 311 FT SOUTH OF CAMRON DR IN VILL	OPERATION W/O REQUIRED LAMPS LIGHTED
12/13/2025	STATE PARK RD 696 FT NORTH OF MANITOWOC RD	EXCEEDING SPEED ZONES, ETC. (16-19 MPH)
12/13/2025	STATE PARK RD 696 FT NORTH OF MANITOWOC RD	EXCEEDING SPEED ZONES, ETC. (11-15 MPH)
12/13/2025	USH USH 10 EB 1194 FT EAST OF PETERS RD IN	FAILURE TO DIM HEADLAMP
12/16/2025	MANITOWOC RD 269 FT WEST OF SPRING VALLEY R	FAIL/STOP AT STOP SIGN
12/16/2025	USH USH 10 EB 1046 FT WEST OF N HARWOOD RD	OPERATE MOTOR VEHICLE W/O PROOF OF INSURANCE
12/16/2025	USH USH 10 EB 1046 FT WEST OF N HARWOOD RD	EXCEEDING SPEED ZONES, ETC. (11-15 MPH)
12/16/2025	USH USH 10 EB 144 FT WEST OF FIRE LANE 6 IN	SPEEDING IN 55 MPH ZONE (11-15 MPH)
12/17/2025	LAKE PARK RD 99 FT SOUTH OF COMMUNITY WAY I	OPERATE VEHICLE W/ FLASHING LIGHT
12/17/2025	LAKE PARK RD 544 FT NORTH OF WINNIPEG ST IN	ILLEGIBLE LICENSE PLATES
12/17/2025	LAKE PARK RD 544 FT NORTH OF WINNIPEG ST IN	OPERATE MOTOR VEHICLE W/O PROOF OF INSURANCE
12/17/2025	LAKE PARK RD 544 FT NORTH OF WINNIPEG ST IN	EXCEEDING SPEED ZONES, ETC. (11-15 MPH)

12/18/2025	STH STH 55 SB 1142 FT SOUTH OF USH USH 10 E	OPERATION W/O REQUIRED LAMPS LIGHTED
12/18/2025	STH STH 114 EB 978 FT WEST OF S HARWOOD RD	OPERATION W/O REQUIRED LAMPS LIGHTED
12/18/2025	CTH N NB AT MARY DR IN VILLAGE OF HARRISON	AUTOMOBILE FOLLOWING TOO CLOSELY
12/19/2025	CTH N NB 114 FT NORTH OF MANITOWOC RD IN VI	EXCEEDING SPEED ZONES, ETC. (11-15 MPH)
12/19/2025	CTH N SB 893 FT NORTH OF MANITOWOC RD IN VI	OPERATE W/O VALID LICENSE B/C EXPIRATION
12/19/2025	CTH N SB 893 FT NORTH OF MANITOWOC RD IN VI	FAIL/DISPLAY VEHICLE LICENSE PLATES
12/19/2025	USH USH 10 WB 445 FT NORTH OF OAK PARK DR I	FAILURE TO KEEP VEHICLE UNDER CONTROL
12/19/2025	USH USH 10 EB 426 FT EAST OF FIRE LANE 2 IN	SPEEDING IN 55 MPH ZONE (11-15 MPH)
12/19/2025	HOPFENSPERGER RD AT COLIN ST IN VILLAGE OF	OPERATING LEFT OF CENTER
12/19/2025	HOPFENSPERGER RD AT COLIN ST IN VILLAGE OF	FAIL/STOP AT STOP SIGN
12/19/2025	MIDWAY RD 69 FT EAST OF NOE RD IN VILLAGE O	ILLEGIBLE LICENSE PLATES
12/19/2025	MIDWAY RD 69 FT EAST OF NOE RD IN VILLAGE O	NON-REGISTRATION OF AUTO, ETC
12/19/2025	NOE RD 156 FT SOUTH OF TRANQUIL WAY IN VILL	OPERATE MOTOR VEHICLE W/O PROOF OF INSURANCE
12/19/2025	NOE RD 156 FT SOUTH OF TRANQUIL WAY IN VILL	SPEEDING ON CITY HIGHWAY (1-10 MPH)
12/19/2025	NOE RD 156 FT SOUTH OF TRANQUIL WAY IN VILL	FAIL/STOP AT STOP SIGN
12/19/2025	NOE RD 156 FT SOUTH OF TRANQUIL WAY IN VILL	NON-REGISTRATION OF AUTO, ETC
12/20/2025	STH STH 114 EB 330 FT WEST OF STH STH 55 SB	AUTOMOBILE FOLLOWING TOO CLOSELY
12/20/2025	STH STH 114 EB 330 FT WEST OF STH STH 55 SB	RECKLESS DRIVING-ENDANGER SAFETY
12/23/2025	USH USH 10 EB 0.47 MI EAST OF PETERS RD IN	OPERATE MOTOR VEHICLE W/O PROOF OF INSURANCE
12/23/2025	USH USH 10 EB 0.47 MI EAST OF PETERS RD IN	EXCEEDING SPEED ZONES, ETC. (11-15 MPH)
12/25/2025	N COOP RD 230 FT SOUTH OF MIDWAY RD/ CTH AP	OPERATE VEHICLE W/O REGISTRATION LAMPS
12/26/2025	NOE RD AT HEARTHSTONE DR IN VILLAGE OF HARR	ILLEGIBLE LICENSE PLATES
12/26/2025	CTH KK EB 185 FT EAST OF OTTE CT IN VILLAGE	EXCEEDING SPEED ZONES, ETC. (11-15 MPH)
12/26/2025	USH USH 10 WB 123 FT WEST OF EISENHOWER DR	SPEEDING IN 55 MPH ZONE (11-15 MPH)
12/26/2025	PROVINCE LINK 43 FT EAST OF USH USH 10 EB I	OBSTRUCTED DRIVERS VISION-FRONT VIEW
12/26/2025	USH USH 10 WB 495 FT SOUTH OF MANITOWOC RD	EXCEEDING SPEED ZONES, ETC. (11-15 MPH)
12/26/2025	USH USH 10 EB 207 FT EAST OF FIRE LANE 6 IN	SPEEDING IN 55 MPH ZONE (16-19 MPH)
12/26/2025	CONSTELLATION DR 97 FT NORTH OF ETHAN DR IN	FAIL/STOP AT STOP SIGN
12/27/2025	STH STH 114 EB 458 FT WEST OF STATE PARK RD	OPERATE W/O VALID LICENSE B/C EXPIRATION
12/27/2025	STH STH 114 EB 458 FT WEST OF STATE PARK RD	FAILURE TO DIM HEADLAMP
12/27/2025	CTH N NB 156 FT SOUTH OF ATLAS CT IN VILLAG	EXCEEDING SPEED ZONES, ETC. (11-15 MPH)
12/27/2025	USH USH 10 WB 1154 FT WEST OF EISENHOWER DR	OPERATE W/O VALID LICENSE
12/27/2025	USH USH 10 WB 1154 FT WEST OF EISENHOWER DR	SPEEDING IN 55 MPH ZONE (11-15 MPH)
12/27/2025	STH STH 114 EB 1147 FT WEST OF PIGEON RD IN	OPERATION W/O REQUIRED LAMPS LIGHTED
12/27/2025	STH STH 114 WB AT USH 10 WB IN VILLAGE OF H	IMPROPER RIGHT TURN
12/28/2025	CTH N SB 307 FT SOUTH OF MANITOWOC RD IN VI	EXCEEDING SPEED ZONES, ETC. (11-15 MPH)
12/28/2025	STH STH 55 NB 397 FT NORTH OF MANITOWOC RD	OPERATE W/O CARRYING LICENSE
12/28/2025	S ONEIDA ST 193 FT NORTH OF ONEIDA ST IN VI	UNSAFE BACKING OF VEHICLE
12/29/2025	JOCHMANN DR 69 FT EAST OF CTH N EB IN VILLA	OPERATE AFTER REV/SUSP OF REGISTRATION
12/29/2025	SCHMIDT RD AT STATE PARK RD IN VILLAGE OF H	FAIL/STOP AT STOP SIGN
12/30/2025	STH 114 EB AT STH STH 114 IN VILLAGE OF HAR	IMPEDING TRAFFIC BY SLOW SPEED
12/31/2025	STH STH 114 WB 638 FT NORTH OF STH STH 55 I	OPERATION W/O REQUIRED LAMPS LIGHTED
12/31/2025	CTH N NB 271 FT NORTH OF ATLAS CT IN VILLAG	NO TAIL LAMP/DEFECTIVE TAIL LAMP-NIGHT

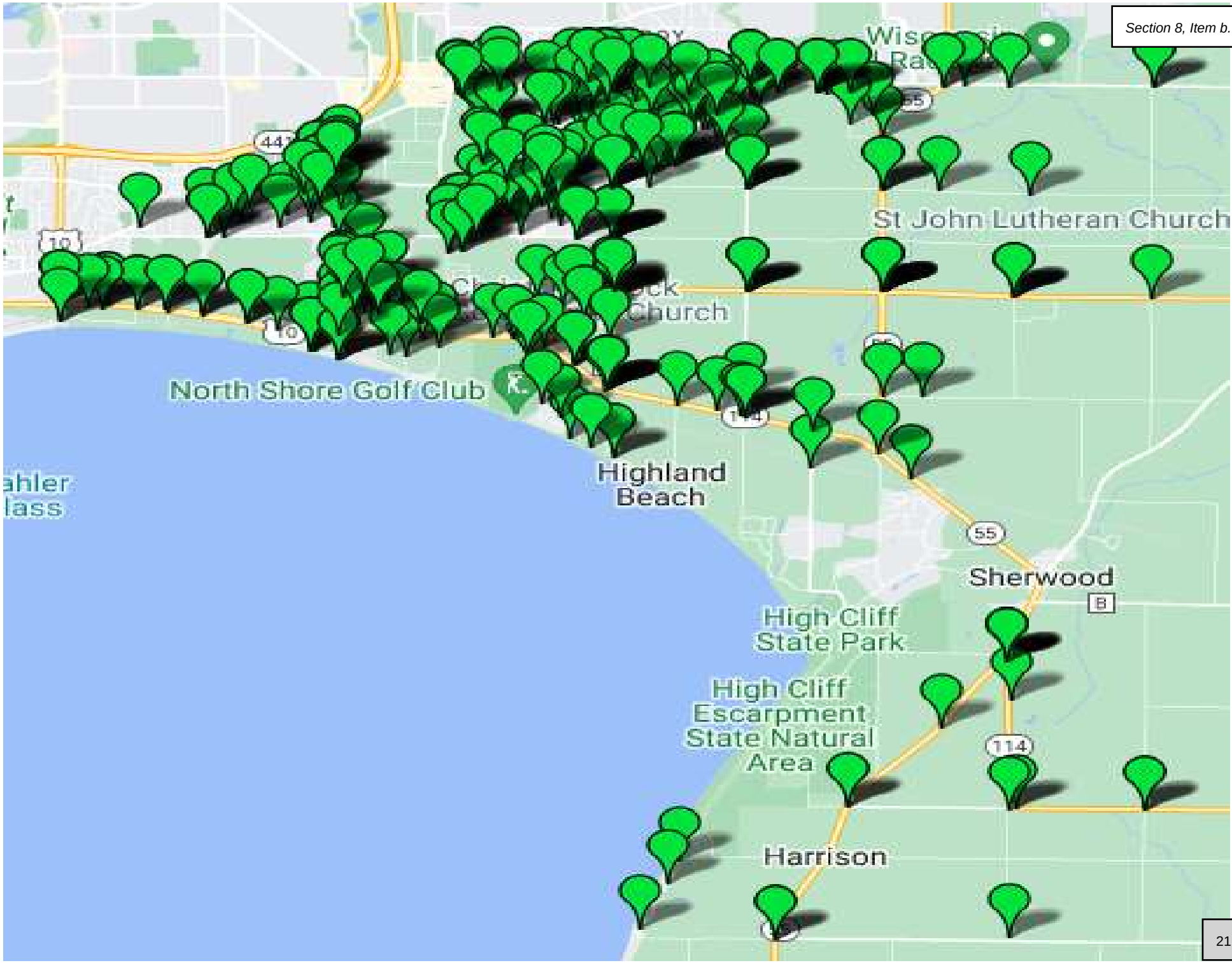
VILLAGE OF HARRISON (DECEMBER - 2025)

OVERALL INCIDENT SUMMARY

911 HANG UP	12
ACCIDENT	41
ACCIDENT WITH INJURY	2
ALARM	2
ANIMAL	10
ASSIST AGENCY	8
ASSIST CITIZEN	8
BATTERY	0
CIVIL MATTER	2
CIVIL PROCESS	1
CRIME PREVENTION	0
DAMAGE TO PROPERTY	2
DISTURBANCE	1
DOMESTIC DISTURBANCE	2
DRUGS	1
EMERGENCY COMMITTAL	0
FIRE CALL	6
FRAUD	4
HARASSMENT	1
JAIL	0
JUVENILE COMPLAINTS	1
LOST / FOUND	3
MEDICAL	35
MISCELLANEOUS	6
MISSING PERSON	0
MOTORIST ASSIST	20
NOISE COMPLAINT	7
ORDINANCE	5
PARKING COMPLAINT	33
RECKLESS DRIVING	12
RUNAWAY	1
SUSPICIOUS PERSON	0
SUSPICIOUS SITUATION	3
SUSPICIOUS VEHICLE	8
THEFT	1
TRAFFIC HAZARD	7
TRAFFIC STOP	102
TRESPASSING	1
VIOLATE OF COURT ORDER	1
WEAPON	0
WELFARE CHECK	13

OVERALL	
TOTAL INCIDENTS	*362*
CITATIONS	59
WARNINGS	90
ORDINANCES	13

ARRESTS	
TOTAL ARRESTS	**8**
12/6/25 Possession of THC	
12/13/25 Resisting / Obstructing	
12/13/25 OWI	
12/17/25 OWI	
12/21/25 OWI 4th	
12/25/25 Disorderly Conduct	
12/27/25 OWI	
12/28/25 Resisting / Obstructing	


St John Lutheran Church
North Shore Golf Club
Highland Beach
Sherwood
High Cliff State Park
High Cliff Escarpment State Natural Area
Harrison
44
10
55
114
B

VILLAGE OF HARRISON (DECEMBER - 2025)

CONTRACT SUMMARY

911 HANG UP	2
ACCIDENT	27
ACCIDENT WITH INJURY	2
ALARM	1
ANIMAL	8
ASSIST AGENCY	6
ASSIST CITIZEN	7
BATTERY	0
CIVIL MATTER	2
CIVIL PROCESS	0
CRIME PREVENTION	0
DAMAGE TO PROPERTY	2
DISTURBANCE	1
DOMESTIC DISTURBANCE	2
DRUGS	1
EMERGENCY COMMITTAL	0
FIRE ALARM	1
FIRE CALL	5
FRAUD	3
HARASSMENT	1
JAIL	0
JUVENILE COMPLAINTS	1
LOST / FOUND	0
MEDICAL	19
MISCELLANEOUS	0
MISSING PERSON	0
MOTORIST ASSIST	14
NOISE COMPLAINT	3
ORDINANCE	5
PARKING COMPLAINT	29
RECKLESS DRIVING	6
RUNAWAY	1
SUSPICIOUS PERSON	0
SUSPICIOUS SITUATION	3
SUSPICIOUS VEHICLE	4
THEFT	0
TRAFFIC HAZARD	4
TRAFFIC STOP	35
TRESPASSING	1
VIOLATE OF COURT ORDER	0
WEAPON	0
WELFARE CHECK	8

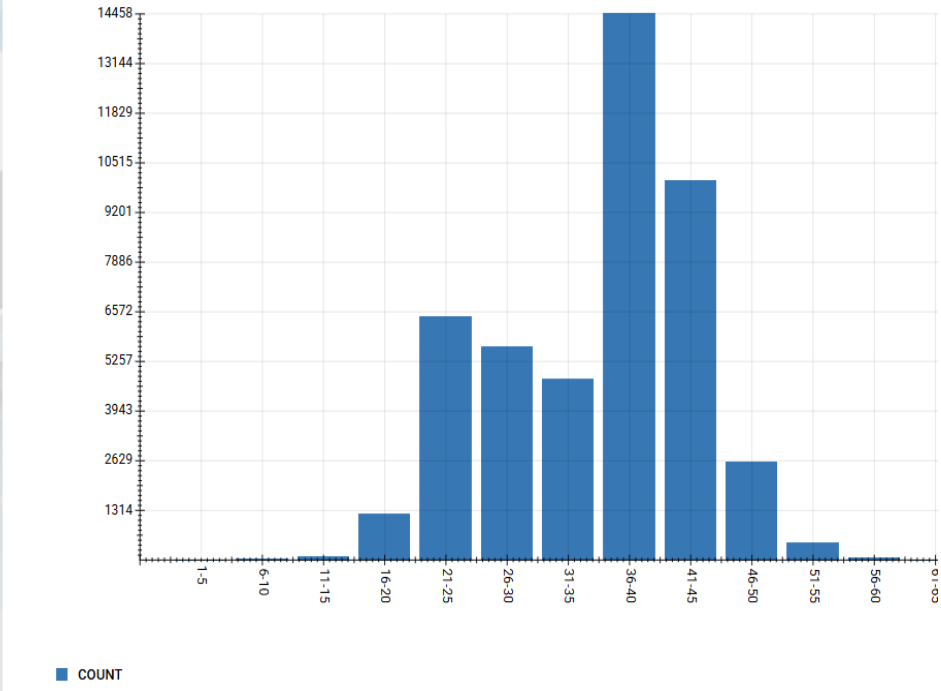
CONTRACT	
TOTAL	204
ARRESTS	7
CITATIONS	31
WARNINGS	46
ORDINANCES	10

NORTH COOP RD

Report period: 2025-12-01 to 2026-01-07

Count By Speed Range

Speed (mph)	Count
1-5	0
6-10	19
11-15	80
16-20	1206
21-25	6449
26-30	5641
31-35	4788
36-40	14458
41-45	10044
46-50	2593
51-55	447
56-60	50
61-65	5
66-70	2
71-75	4
76-80	0
81-85	2
86-90	0
91-95	0
96-100	0
Total	45788



Generated on January 07, 2026 at 10:26 AM

SPEED CONCERNS

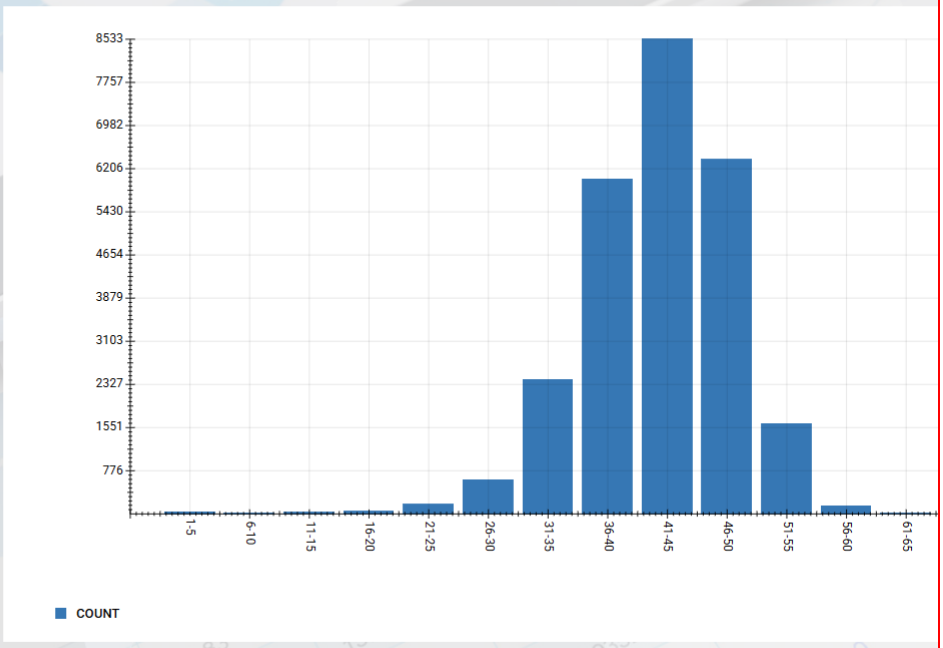
MANITOWOC RD EAST BOUND

Count by Speed Range Report

Report period: 2025-12-01 to 2026-01-07

Count By Speed Range

Speed (mph)	Count
1-5	39
6-10	12
11-15	33
16-20	43
21-25	169
26-30	618
31-35	2415
36-40	6021
41-45	8533
46-50	6374
51-55	1622
56-60	149
61-65	10
66-70	0
71-75	0
76-80	0
81-85	0
86-90	0
91-95	0
96-100	0
Total	26038



Generated on January 07, 2026 at 10:38 AM

NO SPEED CONCERNS

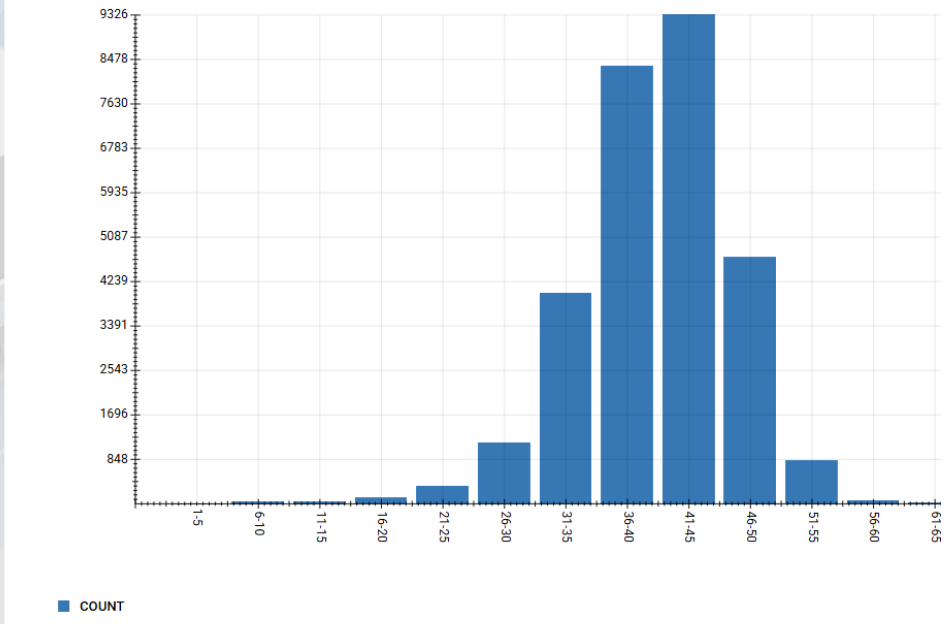
MANITOWOC RD WEST BOUND

Count by Speed Range Report

Report period: 2025-12-01 to 2026-01-07

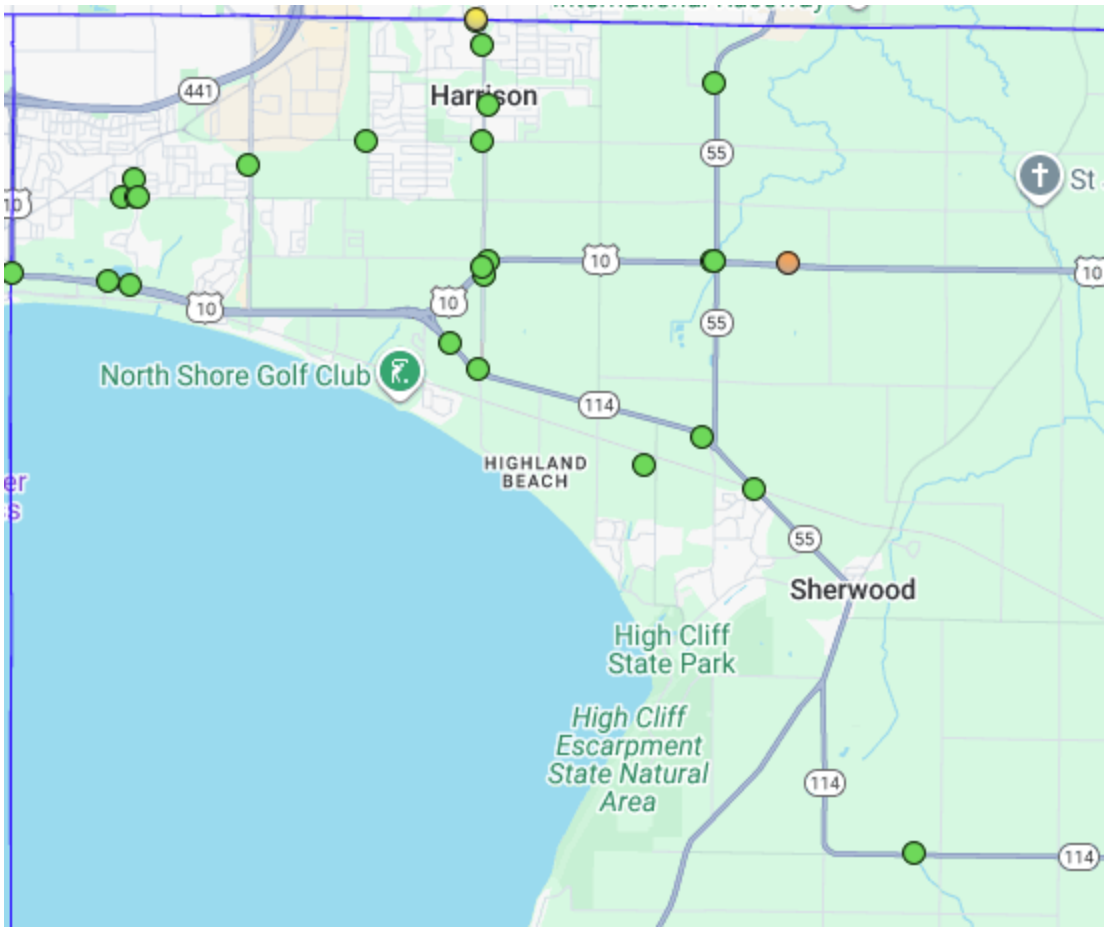
Count By Speed Range

Speed (mph)	Count
1-5	1
6-10	34
11-15	33
16-20	106
21-25	340
26-30	1166
31-35	4024
36-40	8350
41-45	9326
46-50	4702
51-55	818
56-60	63
61-65	9
66-70	4
71-75	0
76-80	0
81-85	0
86-90	0
91-95	0
96-100	0
Total	28976



Generated on January 07, 2026 at 10:43 AM

NO SPEED CONCERNS



Fatality Injury (A) Injury (B) Injury (C) Property Damage

There were **28** total crashes reported resulting in **0** fatalities and **3** injuries. Of this total, **28** crashes are mapped.

(The data is not updated. One injury crash has been updated to Fatal as the driver died from the results of the injuries sustained from the crash days later.)

CALUMET COUNTY
SHERIFF

Brett J. Bowe, Sheriff
Derek Bries, Chief Deputy

206 Court Street | Chilton, WI 53014
(920) 849-2335 | (800) 442-9878 | Fax (920) 849-1431
www.calumetcounty.org

December 17, 2025

Jordan Fickel
Nathanial Hersil
John McGuire

Deputy Fickel, Deputy Hersil, and Sgt. McGuire;
On December 16, 2025, at about 3:09 PM, the Calumet County Sheriff's Office received a 911 report of a crash involving two commercial motor vehicles on USH 10 near STH 55. The caller reported serious injuries and entrapment. Responding personnel encountered high winds, blowing snow, icy conditions, and spilled vehicle fluids at the scene.

Deputy Fickel arrived first, with Deputy Hersil arriving shortly thereafter. After rapidly triaging both injured parties, Deputies Fickel and Hersil prioritized care for the more severely injured patient, who presented with life-threatening injuries and was subsequently transported by air to a hospital.

Deputy Hersil employed available tools and resources to gain access to the vehicle, including the use of a Halligan tool, and then assisted Emergency Medical Responders (EMRs). Deputy Fickel entered the vehicle and supported EMRs with life-saving interventions throughout the extrication process.

Sergeant McGuire arrived on scene, assisted EMRs as needed, and then assumed supervisory responsibilities to coordinate law enforcement operations and scene safety.

Following the provision of medical aid, Deputies Fickel and Hersil transitioned to a comprehensive crash investigation, which included interviewing numerous witnesses and documenting the scene under challenging weather conditions.

All your actions reflect the highest standards of our profession and are in keeping with the core values of the Calumet County Sheriff's Office. Your ability to work under pressure and command a challenging situation with poise is commendable. You have not only upheld but have further enhanced the reputation of our department through your actions.

Bravo!

Sincerely,

Lt. Joseph Tenor

CC: Sheriff Bowe
Personnel
Village of Harrison

CALUMET COUNTY
SHERIFF

Brett J. Bowe, Sheriff
Derek Bries, Chief Deputy

206 Court Street | Chilton, WI 53014
(920) 849-2335 | (800) 442-9878 | Fax (920) 849-1431
www.calumetcounty.org

2025 Year End Report

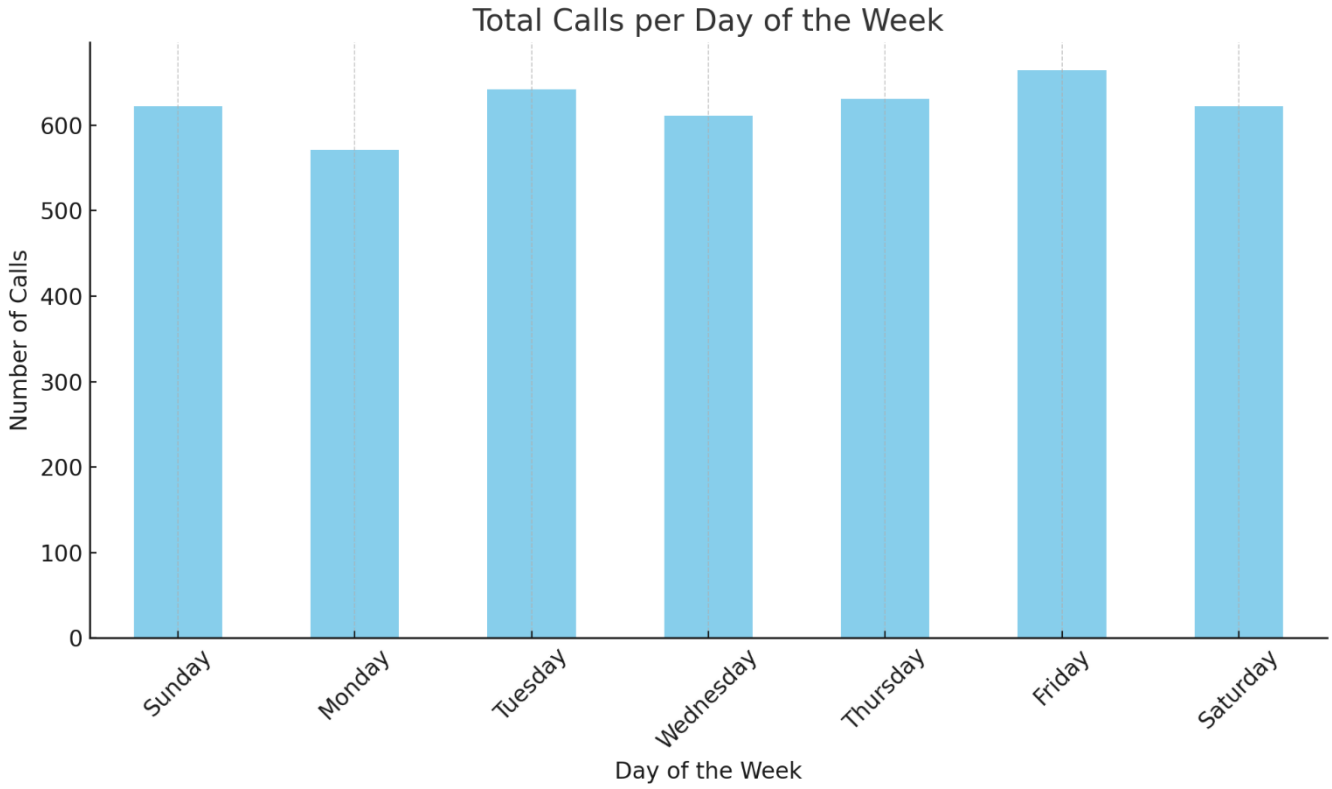
Village of Harrison

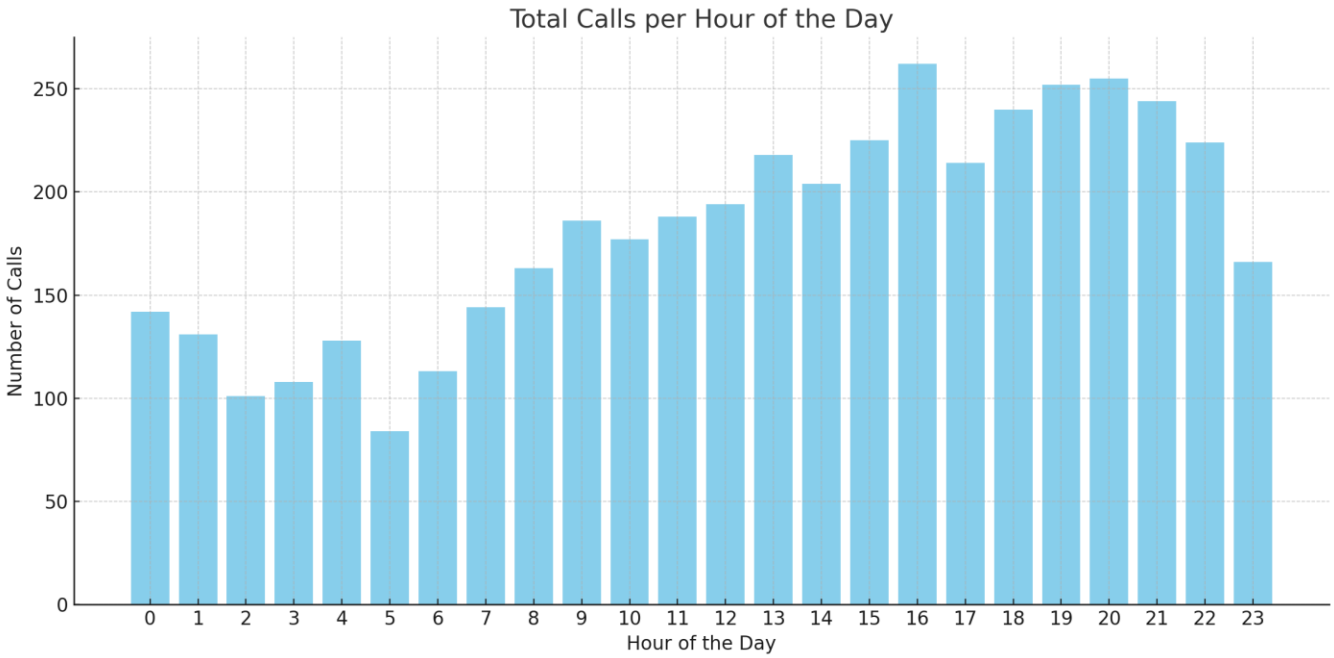
Prepared by Lt. Joseph Tenor

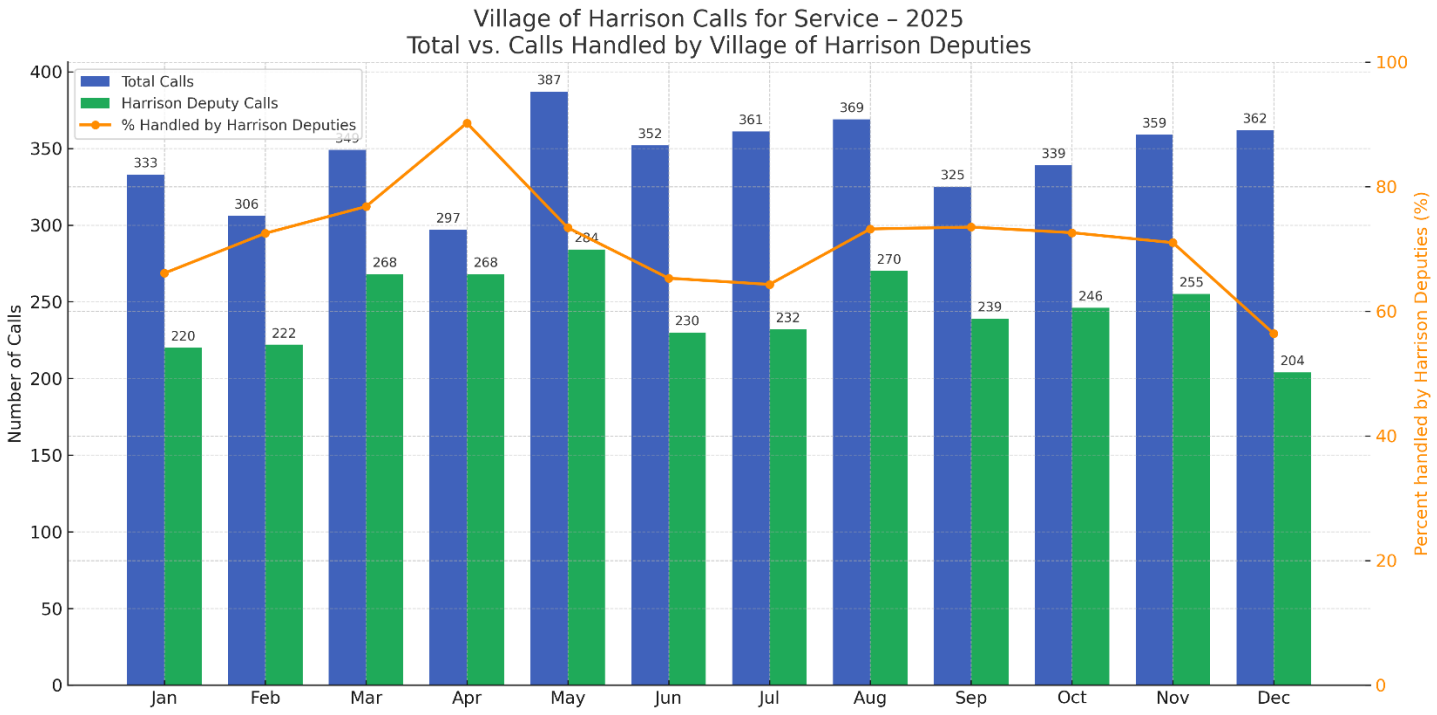
Calumet County Sheriff's Office

Hour	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Total
0	32	11	23	22	18	15	21	142
1	26	11	12	18	20	17	27	131
2	23	12	11	13	16	16	10	101
3	7	11	16	17	21	11	25	108
4	10	19	26	15	18	19	21	128
5	4	8	13	11	21	10	17	84
6	16	12	11	18	18	27	11	113
7	17	16	20	16	24	32	19	144
8	22	28	23	27	29	19	15	163
9	30	28	17	29	30	23	29	186
10	25	23	27	27	25	28	22	177
11	26	21	36	25	27	36	17	188
12	32	25	33	25	29	24	26	194
13	30	32	29	30	40	32	25	218
14	40	26	29	21	29	32	27	204
15	28	33	36	29	27	35	37	225
16	33	48	42	36	35	35	33	262
17	20	34	36	36	25	28	35	214
18	43	32	40	34	30	24	37	240
19	35	36	34	36	36	47	28	252
20	39	25	32	43	34	46	36	255
21	33	36	40	25	29	39	42	244
22	26	30	34	36	32	34	32	224
23	25	14	22	22	18	35	30	166
Total	622	571	642	611	631	664	622	4363

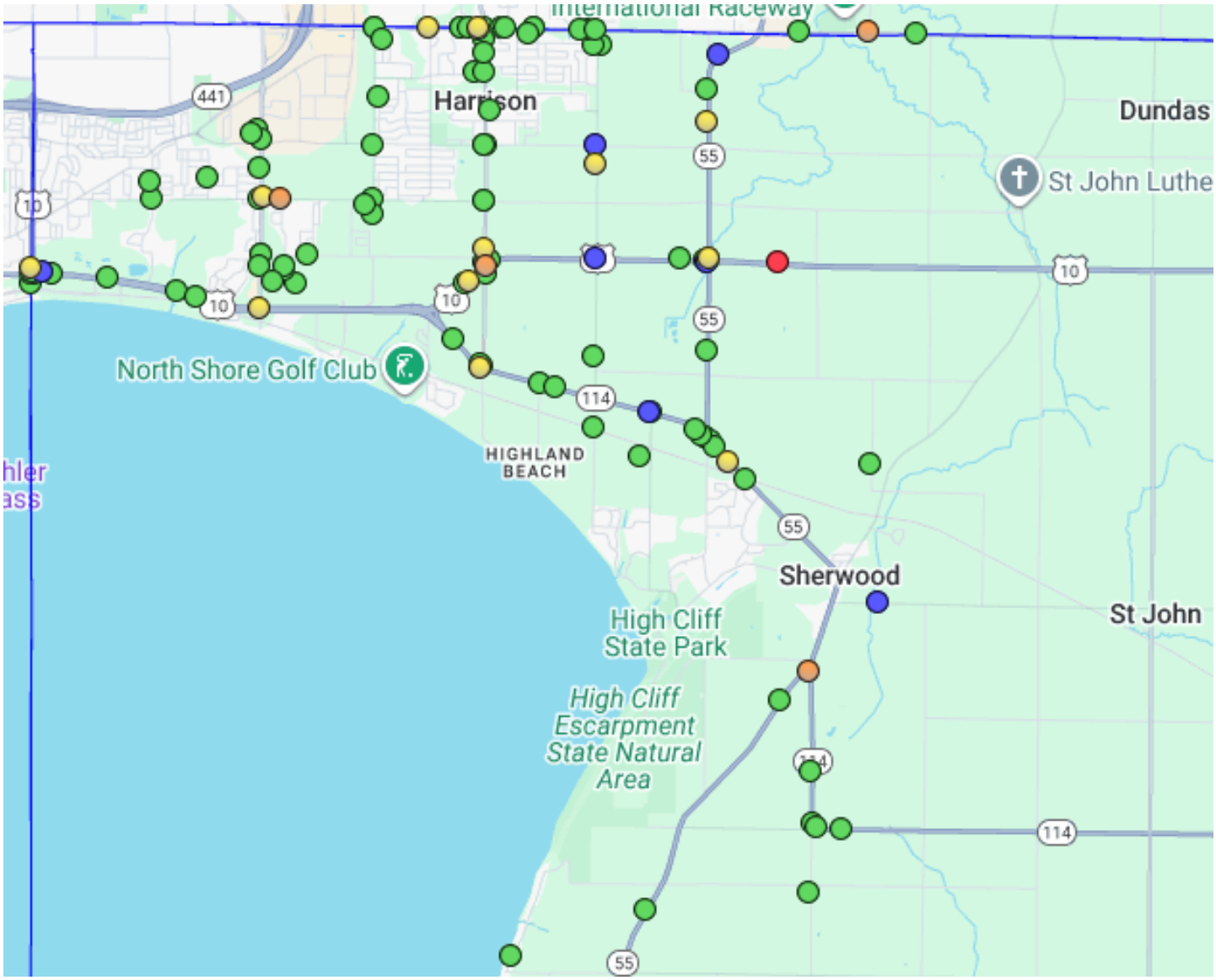
Includes all calls, some of which a deputy may not have been dispatched to.


Total Calls per Day of the Week
Number of Calls
0
100
200
300
400
500
600
Sunday
Monday
Tuesday
Wednesday
Thursday
Friday
Saturday
Day of the Week


Total Calls per Hour of the Day
Number of Calls
0
50
100
150
200
250
0 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23
Hour of the Day

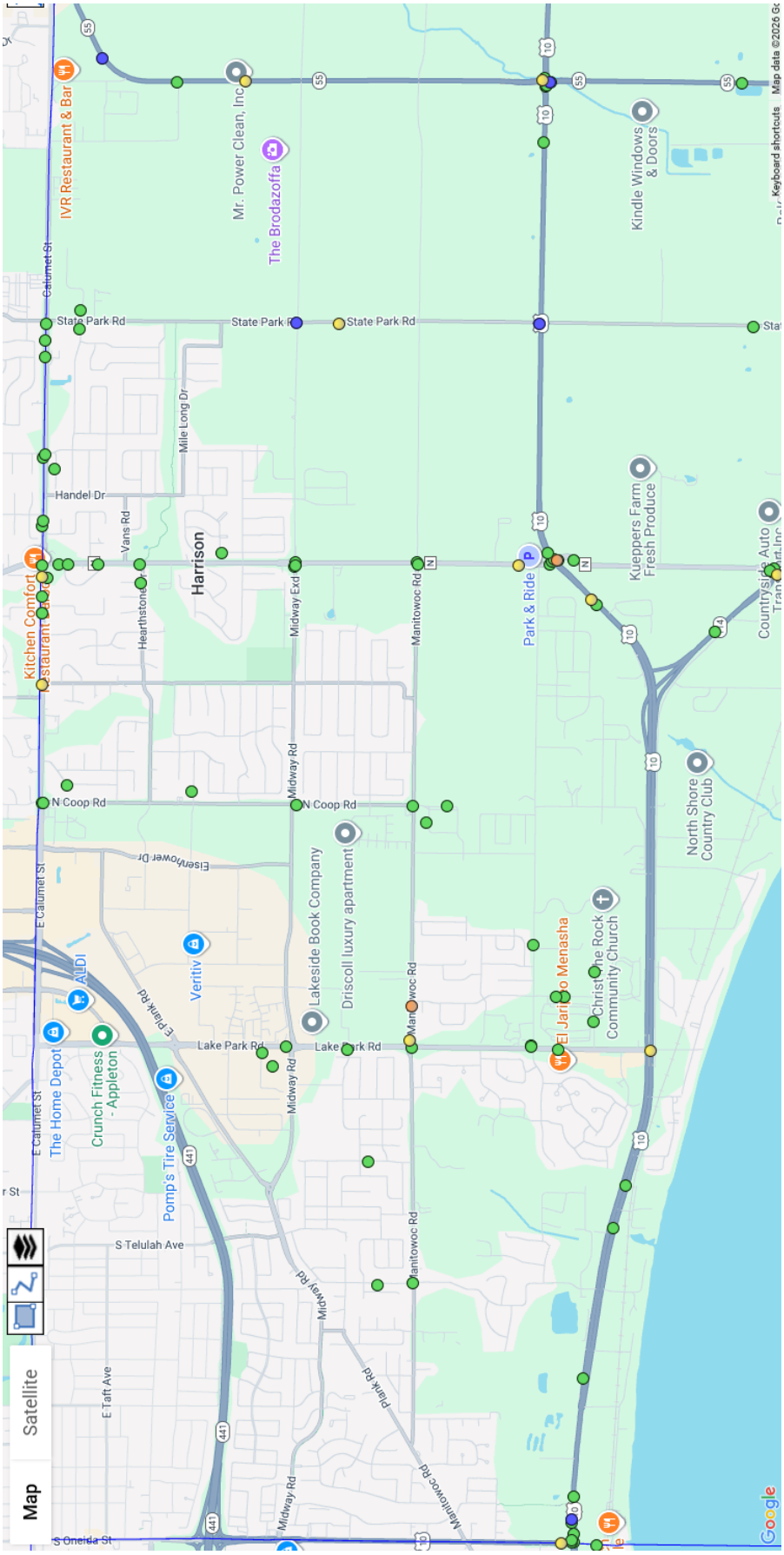

Village of Harrison Calls for Service – 2025
Total vs. Calls Handled by Village of Harrison Deputies
Total Calls
Harrison Deputy Calls
% Handled by Harrison Deputies
Number of Calls
Percent handled by Harrison Deputies (%)
0
50
100
150
200
250
300
350
400
0
20
40
60
80
100
333
220
306
222
349
268
297
268
387
284
352
230
361
232
369
270
325
239
339
246
359
255
362
204
Jan
Feb
Mar
Apr
May
Jun
Jul
Aug
Sep
Oct
Nov
Dec

2025 Crashes



Fatality Injury (A) Injury (B) Injury (C) Property Damage

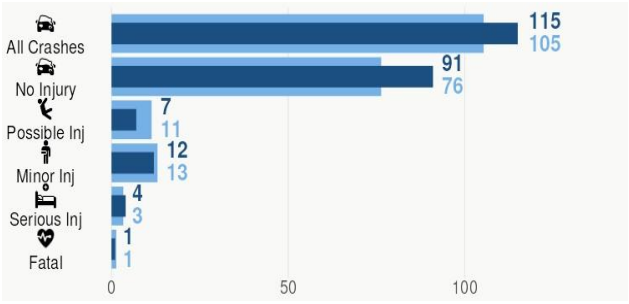
There were **130** total crashes reported resulting in **1** fatalities and **37** injuries. Of this total, **129** crashes are mapped.


IVR Restaurant & Bar
Mr. Power Clean, Inc
The Brodazoffa
Kindle Windows & Doors
Calumet St
State Park Rd
Mile Long Dr
Handel Dr
Vans Rd
Harrison
Midway Exd
Manitowoc Rd
Park & Ride
Kueppers Farm Fresh Produce
Kitchen Comfort Restaurant
Heartlstone Ct
N Coop Rd
Midway Rd
Eisenhower Dr
E Calumet St
ALDI
Veritiv
Lakeside Book Company
Driscoll luxury apartment
North Shore Country Club
Christ the Rock Community Church
El Jardin Menasha
Lake Park Rd
The Home Depot
Crunch Fitness - Appleton
Pomp's Tire Service
S Telulah Ave
E Taft Ave
Midway Rd
Plank Rd
Manitowoc Rd
S Oneida St
Satellite
Map
Google

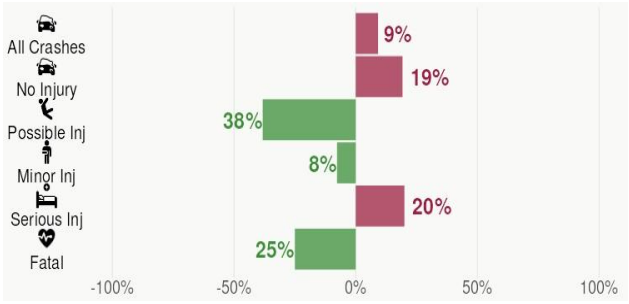
Harrison, Village in Calumet County: Crashes from Jan. to Dec.: 2025 verse 3 years average

Note: Deer crashes are excluded. Parking lot/private prop. crashes are excluded. *N/A: increase from 0

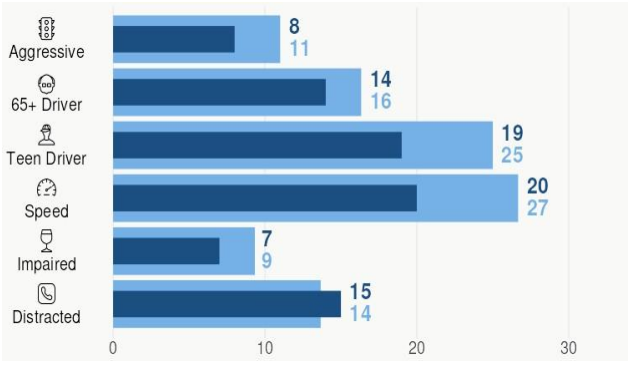
Crashes by Injury Severity



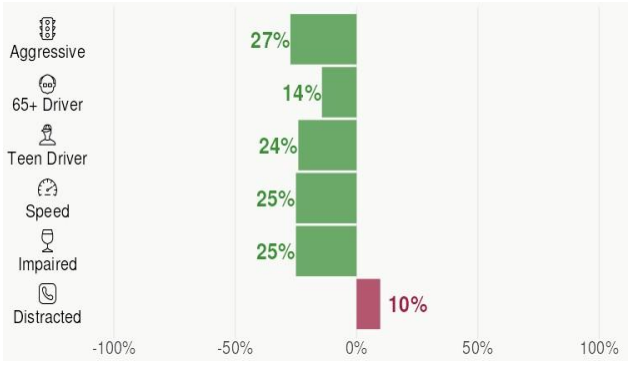
Percent Change



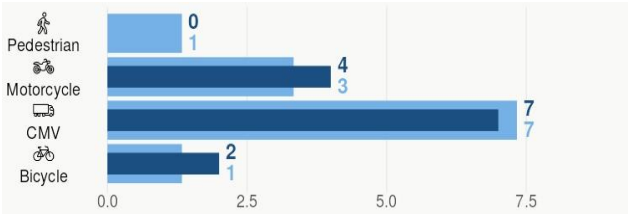
Driver Behavior



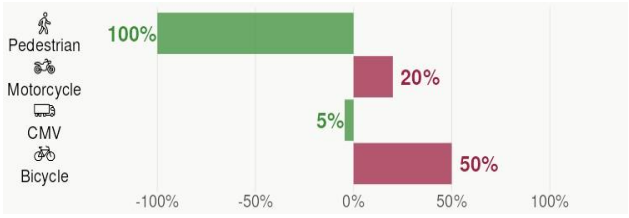
Percent Change



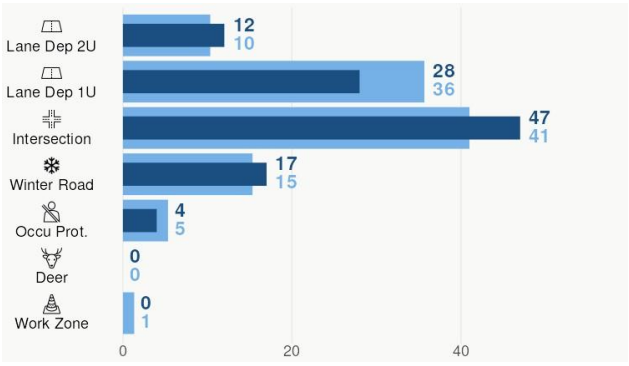
Flags by Unit



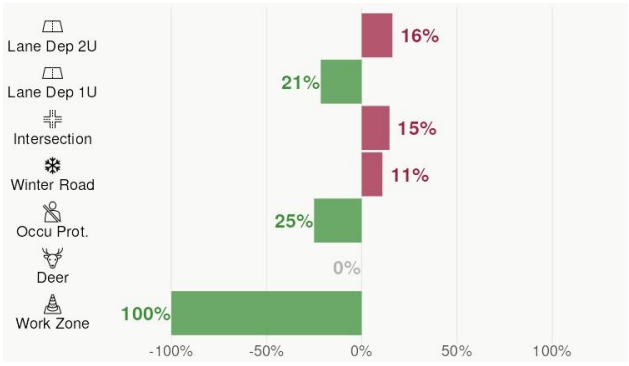
Percent Change



Other Crash Flags



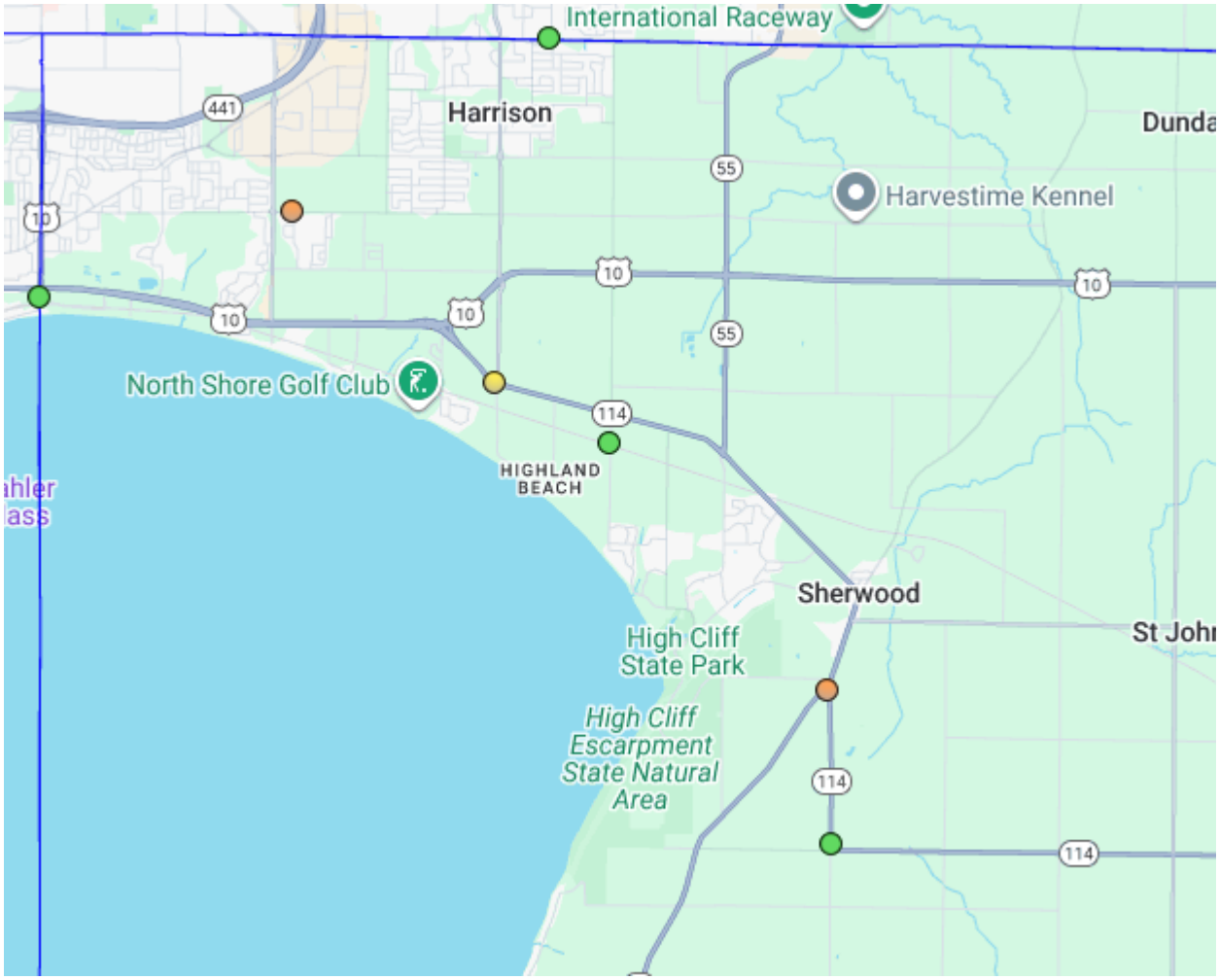
Percent Change



Impaired Driving

2025 Impaired Driving Arrests – 37 Harrison Deputies

44 Total



Fatality Injury (A) Injury (B) Injury (C) Property Damage

There were **7** total crashes reported resulting in **0** fatalities and **4** injuries. Of this total, **7** crashes are mapped.

Village of HARRISON
WHERE OPPORTUNITY LIVES

VILLAGE BOARD MEETING **VILLAGE OF HARRISON**

From: Chad Pelishek, Village Manager **Meeting Date:** 1/27/2026

Title: Village Manager Report

Issue: None

Background and Additional Information:

1. See attached 2026 current project updates report
2. Finalizing all current job descriptions
3. Continue recruitment of an IT Manager
4. Interviewing seasonal help for both Public Works and Harrison Utilities
5. Finalizing establishment of patrol office in former voting storage space, evidence/locker room in the former DPW Breakroom, and Patrol Sergent office.
6. Start of water treatment system at Village Hall
7. Continued work on DPW garage expansion. See picture below.
8. Finalized closing of the Ryford Street property
9. Finalized closing of Lots 1 and 2 in the Crossroads Business Park
10. Finalized marketing information from NAI Pferffele for Harrison Commerce Park
11. Submitted LRIP application for Old Highway Road Reconstruction Project
12. Submitted State of WI Cybersecurity grant application for cybersecurity tools for the village.

Budget Impacts: None

Recommended Action: None
Attachments:

Village of Harrison

December-25 Zoning Permit Report

	Current Year				Previous Year			
	Permits	YTD Permits	Estimated Value	YTD Estimate Value	Permits	YTD Permits	Estimated Value	YTD Estimate Value
Residential								
Single Family	5	122	$ 2,070,000	$ 55,251,700	1	108	$ 282,200	$ 47,275,000
Two Family (units)	0 (0)	1	$ 0	$ 850,000	0 (0)	1	$ 0	$ 900,000
Multi Family (units)	0 (0)	0	$ 0	$ 0	0 (0)	0	$ 0	$ 0
Additions	0	14	$ 0	$ 1,157,000	0	13	$ 0	$ 819,000
Acc. Structures	0	24	$ 0	$ 915,500	1	34	$ 14,000	$ 680,450
Miscellaneous	8	168	$ 55,500	$ 2,245,398	7	139	$ 80,000	$ 2,109,200
Total Residential	13	329	$ 2,125,500	$ 60,419,598	9	295	$ 376,200	$ 51,783,650
Com./Ind.								
New	0	5	$ 0	$ 4,308,100	0	1	$ 0	$ 650,000
Additions	0	5	$ 0	$ 9,740,000	0	1	$ 0	$ 12,000,000
Acc. Structures	0	2	$ 0	$ 1,708,500	0	0	$ 0	$ 0
Miscellaneous	1	14	$ 0	$ 178,300	0	8	$ 0	$ 165,150
Total Com./Ind.	1	26	$ 0	$ 15,934,900	0	10	$ 0	$ 12,815,150
Combined Total	14	355	$ 2,125,500	$ 76,354,498	9	305	$ 376,200	$ 64,598,800

02 634501 Harrison Fire Rescue Station 70 - Monthly Report (Janu x

PROJECT SNAPSHOT

PROJECT NAME & LOCATION:	
Project Name:	Village of Harrison Fire Rescue Station 70
Project Address:	W5662 Manitowoc Road Harrison, WI 54952
Contact:	Chad Pelishek

CONSTRUCTION STATUS	
Actual Start Date:	09/08/25
% Complete to Date:	50%
Target Substantial Comp:	07/16/26
Target Final Completion:	07/30/26

PROJECT SUMMARY:

The Project consists of a 21,110 sf new fire station facility located at W5662 Manitowoc Rd. Harrison, WI 54915

UPCOMING MEETINGS AND SITE VISITS:	
Weekly	Construction Meeting Tues 1/20/2026
Weekly	Construction Meeting Tues 1/27/2026
Weekly	Construction Meeting Tues 2/3/2026
Notes:	Owner Meeting Tues 1/20/26

4 WEEK OUTLOOK:	
WEEK 1 | 12.1.25	Steel Erection in Living Quarters
WEEK 2 | 12.8.25	Bar Joists and decking at Office/Living Quarters
WEEK 2 | 12.12.25	Steel Stud Framing at Living Quarters
WEEK 3 | 12.16.25	CMU block at Living Quarters
WEEK 4 | 12.30.25	HM doors and window frames

CONTRACTOR FINANCIAL COMPLETION STATUS

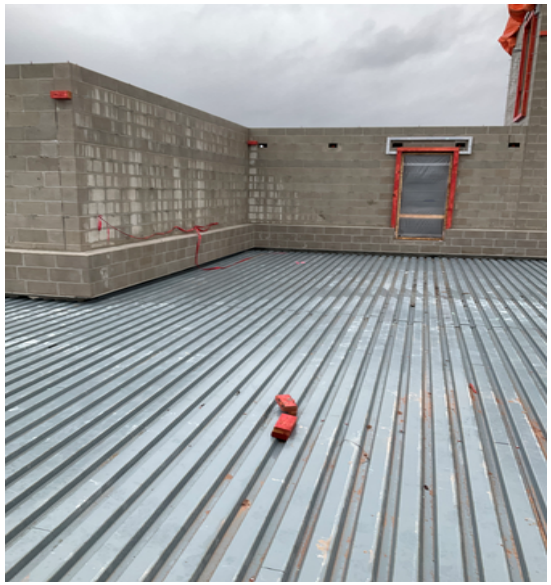
ID	COMPANY	% TO DATE	ON TRACK	PLAN OF ACTION	ACTION ITEMS
EOR	Wendel	80	Yes		
GC	Miron Construction	41	Yes		
FP	Pace Corporation	0	Yes		
PC	IKM Project Solutions	50	Yes		
MC	Johnson and Jonet	15	Yes		
EC	VOE Power Systems	31	Yes		

WORK COMPLETED THIS MONTH

Harrison Fire-Rescue Station #70 Update 12/10/2025

- 12/1-12/09 Steel Erection / Office – Living Quarters
- 12/09-12/17 Bar Joist & Decking / Office – Living Quarters
- 12/18-12/24 Steel Erection / Mezzanine – Apparatus Bay
- 12/26-01/02 Bar Joist & Decking / Mezzanine – Apparatus Bay
- 12/18-01/09 Exterior Sheathing & Shear Walls.
- 12/18-12/24 Equipment Curbs / MEP Through Roof / Office – Living Quarters
- 12/12-12/21 Steel Stud Framing High Roof / Office – Living Quarters
- 12/16-12/29 4” CMU Block On Roof / Office – Living Quarters
- 12/29-01/14 Parapet Cap & Rated Plywood / All Roofs
- 12/31-01/09 Hollow Metal Door / Window Frames

MIRON



02 634501 Harrison Fire Rescue Station 70 - Monthly Report (Janu x
PROJECT BUDGET

CONTRACTOR CONSTRUCTION COST

REF	DESCRIPTION	ORIGINAL CONTRACT	APPROVED CO to DATE	PENDING CO to DATE	TOTAL EST CONTRACT	BILLED PREVIOUSLY	BILLED THIS CYCLE	COST COMPLETE	% COMP	REMAINING BALANCE
GC|SC	Miron Construction	6,868,866.00	-	7,953.75	6,876,819.75	2,438,361.90	379,276.58	2,817,638.48	41	4,059,181.27
FP	Pace Corporation Fire Protection	110,544.00	-	-	110,544.00	-	-	-	0	110,544.00
PC	IKM Building Solutions	662,001.00	-	-	662,001.00	319,324.45	13,809.20	333,133.65	50	328,867.35
MC	Johnson & Jonet	1,062,700.00	-	3,862.00	1,066,562.00	49,847.75	110,803.88	160,651.63	15	905,910.37
EC	VOE Power Systems	894,129.00	-	1,079.62	895,208.62	227,836.24	46,381.84	274,218.08	31	620,990.54
	Total Contractor Cost	**9,598,240.00**	**-**	**12,895.37**	**9,611,135.37**	**3,035,370.34**	**550,271.50**	**3,585,641.84**	**27**	**6,025,493.53**

PROFESSIONAL SERVICE COST

REF	DESCRIPTION	ORIGINAL CONTRACT	APPROVED CO to DATE	PENDING CO to DATE	TOTAL EST CONTRACT	BILLED PREVIOUSLY	BILLED THIS CYCLE	COST COMPLETE	% COMP	REMAINING BALANCE
	Design Contract							-		-
10	Study	18,500.00	-	-	18,500.00	18,500.00		18,500.00	100	-
20	Schematic Design	112,000.00			112,000.00	112,000.00		112,000.00	100	-
30	Design Development	112,000.00			112,000.00	112,000.00		112,000.00	100	-
50	Construction Documents	196,000.00			196,000.00	196,000.00		196,000.00	100	-
60	Bidding	28,000.00			28,000.00	28,000.00		28,000.00	100	-
70	Construction Administration	112,000.00			112,000.00	61,600.00	5,600.00	67,200.00	60	44,800.00
95	Cost of Work Fee Alteration	115,030.00			115,030.00	92,024.00		92,024.00	80	23,006.00
R40	Reimbursable Expenses	500.00	-	-	500.00	500.00		500.00	100	-
R41	Expenses SD-CA	10,000.00			10,000.00	7,770.38	236.60	8,006.98	80	1,993.02
	Construction Contract							-		-
52	PreConstruction	30,000.00	-	-	30,000.00	30,000.00		30,000.00	100	-
80	CM Labor	456,000.00	-	-	456,000.00	135,342.50	34,885.00	170,227.50	37	285,772.50
84	CM Fee	289,298.49	-	-	289,298.49	115,719.40	28,929.85	144,649.25	50	144,649.24
R40	Expenses	72,000.00	-	-	72,000.00	15,060.41	4,328.50	19,388.91	27	52,611.09
	Total Professional Service Cost	**1,551,328.49**	**-**	**-**	**1,551,328.49**	**924,516.69**	**73,979.95**	**998,496.64**	**80**	**552,831.85**

02 634501 Harrison Fire Rescue Station 70 - Monthly Report (Janu[illegible]x
PROJECT BUDGET

OWNER COSTS

REF	DESCRIPTION	ORIGINAL CONTRACT	APPROVED CO to DATE	PENDING CO to DATE	TOTAL EST CONTRACT	BILLED PREVIOUSLY	BILLED THIS CYCLE	COST COMPLETE	% COMP	REMAINING BALANCE
1	PSI - 3rd Party Inspection	24,350.00	-	-	24,350.00	10,610.00	2,285.00	12,895.00	53	11,455.00
	Total Owner Cost	**24,350.00**			**24,350.00**			**12,895.00**	**53**	**11,455.00**

Total Contractor Cost	9,598,240.00	-	12,895.37	9,611,135.37	3,035,370.34	550,271.50	3,585,641.84	27.40	6,025,493.53
Total Professional Service Cost	1,551,328.49	-	-	1,551,328.49	924,516.69	73,979.95	998,496.64	80	552,831.85
Total Owner Cost	24,350.00	-	-	24,350.00	-	-	12,895.00	52.96	11,455.00
TOTAL PROJECT BUDGET	**11,173,918.49**	**-**	**12,895.37**	**11,186,813.86**	**3,959,887.03**	**624,251.45**	**4,597,033.48**	**160**	**6,589,780.38**

Note: All Billings are thru December 31, 2025

02 634501 Harrison Fire Rescue Station 70 - Monthly Report (Janu[illegible]x
ALLOWANCE LOG

PROJECT INFORMATION:

Project Name: Village of Harrison Fire Rescue Station 70
Project Address: W5662 Manitowoc Road
Harrison, WI 54952

Contact: Chad Pelishek

ALLOWANCE	DESCRIPTION
01	R & R of unsuitable soil with compacted structural fill
02	Open excavation rock removal
03	Replacement of lean concrete fill material
04	Pier and trench rock removal
05	Fluid applied flooring moisture mitigation
06	Winter conditions for foundation work

DATE	DESCRIPTION	ALLOWANCE 01	ALLOWANCE 02	ALLOWANCE 03	ALLOWANCE 04	ALLOWANCE 05	ALLOWANCE 06
	Total Contractor Cost	**-**	**-**	**-**	**-**	**-**	**-**
	Original Allowance Amount	122,380.00	68,750.00	37,813.00	68,750.00	24,720.00	200,000.00
	TOTAL REMAINING ALLOWANCE	**122,380.00**	**68,750.00**	**37,813.00**	**68,750.00**	**24,720.00**	**200,000.00**

02 634501 Harrison Fire Rescue Station 70 - Monthly Report (Janu[illegible]x
CHANGE ORDER LOG

PROJECT INFORMATION:

Project Name:	Village of Harrison Fire Rescue Station 70	**Original Contract Cost:**	$ 9,598,240.00	
Project Address:	W5662 Manitowoc Road	**Approved Work:**	$ -	
	Harrison, WI 54952	**Revised Total Contract Cost:**	$ 9,598,240.00	
Contact:	Chad Pelishek			

Type/Reason
CR = Customer request
UC = Unforeseen cond
DO = Design omission
FO = Field order

CE No.	Contractor	Description of Work	Type/ Reason	Proposal No	Proposal Amount	Amount Approved	Date Received	Date to Owner	Owner Reviewed	Status	Contractor CO No.
01.0	Miron	Site Utility Valve	Latent	ASI#5	7,953.75		11/13/25	12/09/25		Pending	
02.0	VOE	Temp Electrical Use Charges	Use Charge		1,079.62		12/09/25	12/09/25		Pending	
02.0	IKM	Shower Changes	Code	CE#4	3,862.00		12/09/25	12/09/25		Pending	
Total					**12,895.37**	**-**					

Current Project List – January 2026

1. **Fire Station 70 New Building**
    a. See attached project report
2. **Harrison Commerce Park**
    a. Waiting for cost packets from We Energies for electric, gas and street lighting.
    b. Waiting for ?
    c. McMahon contract on board agenda for 1/26 for final roadway improvements in Spring 2026.
3. **Farmers Field Park Shelter**
    a. Walls going up. Trusses installed week of 1/19
    b. Working on security camera (interior/exterior) and key fob entry with TECC
    c. Electric service to be installed by 2/14
4. ~~**Haen Heights/Cedar Ridge Road Projects**~~
    ~~**a.** Punch lists~~
5. **Crossroad Business Park**
    a. Nothing further roadway standpoint
    b. Working on individual site development plans
    c. Three developments planned to start in spring
6. **Old Highway Road Reconstruction**
    a. Design underway
    b. Soil Borings Complete
    c. Bidding Timeline- March
    d. Public Meeting planned for March with Neighbors
7. **Old Highway Road Trail**
    a. Contract Development underway with McMahon, Village, and DOT
    b. Additional soil borings requested from psi
    c. Right-of-way legal description needed for DNR Grant
8. **Unison Way- STH 55**
    a. Design
        i. Design agreement going to 1/27 board meeting for approval
        ii. Road Alignment
        iii. Utility extension
        iv. DPW doing grading work
        v. WisDOT negotiations for intersection improvements on STH 55
9. ~~**Possible Manitowoc Road Urbanization around Woodland School**~~
    ~~a. Did not get recommended for funding~~
    ~~b.~~

10. **Eisenhower Drive Extension Project**
    a. Need possible alignment
    b. Meet with Property Owner to obtain right-of-way week of 1/19
    c. Closed session discussion - future board meeting
11. **Fran Mader Utility Extension GEM Family**
    a. Finalizing Easement documents
    b. Design underway
    c. Bidding planned for March/April
    d. Special Assessment Hearing/Process – April Board Meeting
12. **Emerald Pond Trail**
    a. DPW plans to complete trail work yet this winter
13. **WISLR**
    a. DOT has confirmed all required items are submitted
14. **2026 Asphalt Resurfacing Projects**
    a. Design, bidding and construction phase contract-Board approval 1/27
    b. Bidding Mid-march?
15. **Seal Coat and Crack Filling Projects**
    a. Horn Road, Kuepper Road, Ertl Road and Lakeshore Drive
    b. Others?

Harrison Utilities:

1. **Sand Hill Landing**
   a. Board approval or wait for final acceptance
2. **North Shore HU Forcemain Extension Project**
   a. Waiting for North Shore to sign the easement
   b. Bidding Timeline goal- February tentative
   c. Exhibit to talk to other two additional property owners
3. **Province Terrace Multi-Family**

Village of HARRISON
WHERE OPPORTUNITY LIVES

VILLAGE BOARD MEETING **VILLAGE OF HARRISON**

From: **Meeting Date:**

Alissa Van Eperen, Finance Director/Treasurer January 27, 2026

Title:

Finance Director/Treasurer

- Budget Reports through November 30, 2025, and December 31, 2025 (before year-end and audit entries)
- December 2025 Investment Report

Recommended Action:

None.

Issue:

None.

Background and Additional Information:

- Staff experienced success with several newly implemented tools during the 2025 tax collection period. Online payments via credit card or ACH nearly doubled, increasing from just under $1 million in 2024 to approximately $2 million in 2025. In addition, the transition to a new provider for escrow payments significantly improved efficiency—620 parcels were uploaded from CoreLogic in approximately five minutes, compared to prior years when these payments were entered manually.
- Tax collection will conclude in early February after the allotted grace period, after which any remaining collections will be turned over to Calumet County.
- Donna completed all 2026 payroll changes, processed year-end and quarterly reports, and finalized the 2025 W-2s.
- Meghan and I completed the 2025 Wisconsin Retirement System (WRS) annual reconciliation.
- All required 2025 1099s were processed and issued to applicable vendors.
- CLA, the Village's audit firm, conducted a two-day interim audit on January 22–23 to prepare for the annual audit. The final 2025 audit is scheduled for the week of April 13.
- Grace is actively working on the first quarterly newsletter for 2026, which residents are expected to receive in late February or early March.
- Following the departure of the Program Assistant, staff are collectively covering the role's responsibilities. In addition, the team is reviewing processes to identify opportunities to enhance services and improve efficiency.

Budget Impacts:

None.

Attachments:

- November 2025 Budget Reports
- December 2025 Budget Reports
- December 2025 Investment Report

Fund: 100 - GENERAL FUND

Account Number		2025 November	2025 Actual 11/30/2025	2025 Budget	Budget Status	% of Budget
100-00-41110-000-000	General Property Taxes	369,510.49	1,800,000.00	1,800,000.00	0.00	100.00
100-00-41150-000-000	Forest Cropland/MFL Taxes	859.42	877.53	0.00	877.53	0.00
100-00-41210-000-000	Room Tax	0.00	31.29	0.00	31.29	0.00
100-00-41320-000-000	Payments In Lieu of Taxes	0.00	0.00	60,000.00	-60,000.00	0.00
100-00-41800-000-000	Interest - Personal Prop. Tax	0.00	28,009.55	0.00	28,009.55	0.00
TAXES		370,369.91	1,828,918.37	1,860,000.00	-31,081.63	98.33
100-00-42000-000-000	Special Assessments	190,505.04	190,505.04	253,700.00	-63,194.96	75.09
100-00-42100-000-000	S/W Agreement - Lexington Home	0.00	114,098.50	114,100.00	-1.50	100.00
100-00-42300-000-001	Sp. Assmts. - Sidewalks	0.00	0.00	3,400.00	-3,400.00	0.00
100-00-42300-000-002	Sp Assmts Rds -Hickory/Rustic	0.00	0.00	9,400.00	-9,400.00	0.00
100-00-42300-000-003	Sp Assmts Kimbrly Hts 2022 Rds	57,991.90	79,722.09	41,500.00	38,222.09	192.10
100-00-42300-000-004	Sp Assmts Hiddn Pines 2022 Rds	11,350.11	11,350.11	7,500.00	3,850.11	151.33
100-00-42300-000-005	Sp Assmts Creekside Est 2023	58,354.29	75,804.70	39,700.00	36,104.70	190.94
100-00-42400-000-001	Sp Assmts Hoelzel Hvns 2022	6,156.30	6,156.30	4,000.00	2,156.30	153.91
SPECIAL ASSESS CONNECTION FEES		324,357.64	477,636.74	473,300.00	4,336.74	100.92
100-00-43400-000-000	State Shared Revenues	358,668.06	444,875.65	415,000.00	29,875.65	107.20
100-00-43401-000-000	Personal Property Aid	0.00	13,266.12	2,600.00	10,666.12	510.24
100-00-43410-000-000	State Fire Dues - Harrison	0.00	87,347.58	79,000.00	8,347.58	110.57
100-00-43420-000-000	State Fire Dues - Shwd/Wood	0.00	25,078.79	18,300.00	6,778.79	137.04
100-00-43430-000-000	Exempt Computer Aid	0.00	42,043.08	42,000.00	43.08	100.10
100-00-43520-000-000	Public Safety Grant	3,122.31	3,122.31	0.00	3,122.31	0.00
100-00-43525-000-000	State EMS Funding	0.00	66,740.76	0.00	66,740.76	0.00
100-00-43530-000-000	State Transportation Aids	0.00	514,775.21	450,000.00	64,775.21	114.39
100-00-43531-000-000	Local Road Improvement Aid	0.00	364,205.33	11,000.00	353,205.33	3,310.96
100-00-43540-000-000	Recycling Grant	0.00	21,879.71	21,800.00	79.71	100.37
100-00-43570-000-000	State Grant - Trail	0.00	52,401.02	0.00	52,401.02	0.00
100-00-43620-000-000	DNR	0.00	3,080.98	0.00	3,080.98	0.00
100-00-43660-000-000	PILOT on State Conserv Land	0.00	2,503.72	0.00	2,503.72	0.00
INTERGOVERNMENTAL REVENUES		361,790.37	1,641,320.26	1,039,700.00	601,620.26	157.86
100-00-44105-000-000	Liquor & Beverage Licenses	0.00	5,654.06	5,200.00	454.06	108.73
100-00-44110-000-000	Operators Licenses	637.92	4,547.92	4,000.00	547.92	113.70
100-00-44115-000-000	Cigarette Licenses	0.00	300.00	300.00	0.00	100.00
100-00-44120-000-000	Cable Television Franchise Fee	15,767.97	67,328.15	95,000.00	-27,671.85	70.87
100-00-44205-000-000	Dog Licenses Fees	8,220.00	11,665.61	10,000.00	1,665.61	116.66
100-00-44305-000-000	Building Permit Fee	7,865.00	71,815.41	52,000.00	19,815.41	138.11
100-00-44306-000-000	HVAC Permit	2,520.00	26,974.51	7,000.00	19,974.51	385.35
100-00-44307-000-000	Plumbing Permit	3,420.00	27,492.01	10,000.00	17,492.01	274.92
100-00-44308-000-000	Electrical Permit	3,660.00	38,025.39	13,000.00	25,025.39	292.50
100-00-44309-000-000	Siding/Windows/Roof Permit	520.00	3,520.00	1,000.00	2,520.00	352.00
100-00-44310-000-000	Pool Permit	0.00	1,320.00	1,000.00	320.00	132.00
100-00-44311-000-000	Lot Grade Fee	16,340.00	102,340.00	40,000.00	62,340.00	255.85
100-00-44312-000-000	Driveway Grade Fee	3,515.00	22,015.00	9,000.00	13,015.00	244.61
100-00-44313-000-000	Culvert Permit	0.00	0.00	200.00	-200.00	0.00
100-00-44316-000-000	Demolition Permit	0.00	0.00	100.00	-100.00	0.00
100-00-44330-000-000	Utility Permit Fee	4,600.00	24,466.80	2,500.00	21,966.80	978.67
100-00-44400-000-000	Zoning Permit Fee	5,700.00	50,375.00	22,000.00	28,375.00	228.98
100-00-44401-000-000	Erosion Permit	2,090.00	20,165.93	6,500.00	13,665.93	310.25
100-00-44410-000-000	Plat and CSM Review Fee	0.00	1,495.00	2,000.00	-505.00	74.75

Fund: 100 - GENERAL FUND

Account Number		2025 November	2025 Actual 11/30/2025	2025 Budget	Budget Status	% of Budget
100-00-44415-000-000	Site Plan Review Fee	0.00	1,650.00	600.00	1,050.00	275.00
100-00-44900-000-000	Other License/Permit Fee	0.00	3,170.00	0.00	3,170.00	0.00
100-00-44905-000-000	Fireworks Permit	0.00	50.00	0.00	50.00	0.00
LICENSES AND PERMITS		74,855.89	484,370.79	281,400.00	202,970.79	172.13
100-00-45105-000-000	Ordinance Violations	490.64	2,207.43	5,000.00	-2,792.57	44.15
100-00-45110-000-000	Parking Violations	200.00	755.00	1,000.00	-245.00	75.50
FINES, FORFEITS AND PENALTIES		690.64	2,962.43	6,000.00	-3,037.57	49.37
100-00-46100-000-000	Administrative Fee	3,775.00	43,765.58	20,000.00	23,765.58	218.83
100-00-46105-000-000	Publication Fee - Liquor	0.00	272.75	0.00	272.75	0.00
100-00-46110-000-000	Real Estate Inquiry Fee	960.00	13,080.00	8,000.00	5,080.00	163.50
100-00-46120-000-000	Credit Card Surcharge	1.49	1,634.60	700.00	934.60	233.51
100-00-46210-000-000	Law Enforcement Charges	1,076,666.99	1,076,519.59	785,000.00	291,519.59	137.14
100-00-46310-000-000	Road Department Revenue	166.00	26,970.25	2,000.00	24,970.25	1,348.51
100-00-46321-000-000	Street Lights Fee	0.00	1,314.73	1,200.00	114.73	109.56
100-00-46328-000-000	Stormwater Drainage Fee	0.00	2,026.85	0.00	2,026.85	0.00
100-00-46420-000-000	Refuse Collection Fee (67%)	472,132.98	476,962.12	413,800.00	63,162.12	115.26
100-00-46435-000-000	Recycling Collection Fee (33%)	232,423.71	234,909.41	259,700.00	-24,790.59	90.45
100-00-46440-000-000	Weed & Nuisance Control Fee	92.50	2,450.00	1,000.00	1,450.00	245.00
100-00-46445-000-000	Compost Site Sticker Fee	700.00	36,440.00	30,000.00	6,440.00	121.47
100-00-46722-000-000	Park Shelter Rental Fee	71.09	3,412.32	2,500.00	912.32	136.49
100-00-46740-000-000	Municipal Hall Rental Fee	379.16	3,317.65	2,000.00	1,317.65	165.88
PUBLIC CHARGES FOR SERVICES		1,787,368.92	1,923,075.85	1,525,900.00	397,175.85	126.03
100-00-47323-000-000	Fire Contracts-Sherwood/Wood	0.00	203,112.00	173,700.00	29,412.00	116.93
INTERGOV'T CHARGES FOR SERV		0.00	203,112.00	173,700.00	29,412.00	116.93
100-00-48110-000-000	Banking - Earned Interest	96,384.81	1,110,432.66	700,000.00	410,432.66	158.63
100-00-48130-000-000	Sp. Assmnt. - Earned Interest	0.00	873.62	5,000.00	-4,126.38	17.47
100-00-48303-000-000	Sales - Public Works Equipment	0.00	8,425.50	0.00	8,425.50	0.00
100-00-48400-000-000	Insurance Recoveries	0.00	8,721.47	5,000.00	3,721.47	174.43
100-00-48500-000-000	Donations	328.36	7,396.12	0.00	7,396.12	0.00
100-00-48800-000-000	Treasurer - Cash Over	0.00	22.80	0.00	22.80	0.00
100-00-48900-000-000	Misc. Revenues	1,792.13	37,965.49	10,000.00	27,965.49	379.65
MISCELLANEOUS REVENUES		98,505.30	1,173,837.66	720,000.00	453,837.66	163.03
Total Revenues		3,017,938.67	7,735,234.10	6,080,000.00	1,655,234.10	127.22

Fund: 100 - GENERAL FUND

Account Number		2025 November	2025 Actual 11/30/2025	2025 Budget	Budget Status	% of Budget
100-00-51100-100-000	Village Board - Wages	3,461.64	38,737.92	52,000.00	13,262.08	74.50
100-00-51100-105-000	Village Board - FICA	264.76	2,962.89	4,000.00	1,037.11	74.07
100-00-51100-115-000	Village Board-Training/Mileage	0.00	285.00	800.00	515.00	35.63
100-00-51100-310-000	Village Board-Dues	0.00	6,923.60	7,500.00	576.40	92.31
100-00-51100-400-000	Village Board-Supplies	141.02	2,944.75	1,000.00	-1,944.75	294.48
100-00-51100-500-022	Village Board - Telephone	265.80	3,006.95	3,500.00	493.05	85.91
100-01-51101-100-001	Planning - Salary	8,461.04	95,681.87	62,500.00	-33,181.87	153.09
100-01-51101-105-000	Planning - FICA	638.70	7,376.94	4,800.00	-2,576.94	153.69
100-01-51101-200-000	Planning - Benefits	46.68	560.16	20,000.00	19,439.84	2.80
100-01-51101-205-000	Planning - Retirement	588.04	6,649.89	4,400.00	-2,249.89	151.13
100-01-51101-300-000	Planning - Per Diem	0.00	2,025.00	3,500.00	1,475.00	57.86
100-01-51101-301-000	Planning - Dues	0.00	0.00	1,000.00	1,000.00	0.00
100-01-51101-304-000	Planning - Consultants	4,936.13	11,717.80	25,000.00	13,282.20	46.87
100-01-51101-305-000	Planning - Training/Mile/Exp.	250.00	250.00	3,500.00	3,250.00	7.14
100-01-51101-400-000	Planning - Supplies	1,501.94	5,058.10	1,000.00	-4,058.10	505.81
100-01-51101-800-000	Planning - Publications	115.49	410.65	800.00	389.35	51.33
100-00-51300-000-000	Legal	0.00	48,198.58	120,000.00	71,801.42	40.17
100-09-51300-000-000	Hwy Dept - Legal	2,404.50	11,906.03	35,000.00	23,093.97	34.02
100-02-51400-100-000	Gen. Admin - Wages	27,246.48	294,330.11	516,000.00	221,669.89	57.04
100-02-51400-105-000	Gen. Admin - FICA	1,963.64	21,089.42	39,200.00	18,110.58	53.80
100-02-51400-200-000	Gen. Admin - Benefits	13,709.80	116,811.09	195,000.00	78,188.91	59.90
100-02-51400-205-000	Gen. Admin - Retirement	1,893.62	19,989.00	35,700.00	15,711.00	55.99
100-02-51400-305-000	Gen. Admin - Training/Conf.	42.04	3,876.58	9,000.00	5,123.42	43.07
100-02-51400-310-000	Gen. Admin - Dues	170.00	726.00	1,500.00	774.00	48.40
100-02-51400-400-000	Gen. Admin - Supplies	2,645.57	14,375.20	25,684.00	11,308.80	55.97
100-02-51400-400-005	Gen. Admin - Postage	1,000.00	3,648.99	6,000.00	2,351.01	60.82
100-02-51400-400-006	Gen. Admin - Service Contracts	11,893.43	177,108.20	91,670.00	-85,438.20	193.20
100-02-51400-800-000	Gen. Admin - Publications	269.32	917.57	2,000.00	1,082.43	45.88
100-02-51400-800-005	Gen. Admin - Newsltr & Postage	1,575.29	16,185.62	35,000.00	18,814.38	46.24
100-00-51440-000-000	Elections - Wages	0.00	12,072.50	14,500.00	2,427.50	83.26
100-00-51440-100-000	Elections-FICA	0.00	37.63	100.00	62.37	37.63
100-00-51440-200-000	Elections - Expenses/Training	0.00	0.00	200.00	200.00	0.00
100-00-51440-300-000	Elections - Service Contracts	0.00	6,640.50	3,500.00	-3,140.50	189.73
100-00-51440-400-000	Elections - Supplies	22.98	9,107.26	7,590.00	-1,517.26	119.99
100-00-51440-500-000	Elections - Postage	0.00	3,198.08	2,400.00	-798.08	133.25
100-00-51440-600-000	Elections - Publications	0.00	529.02	1,000.00	470.98	52.90
100-05-51500-000-000	Assessor - Contract	0.00	40,900.00	41,000.00	100.00	99.76
100-04-51500-315-000	Treasurer - Service Contracts	0.00	0.00	10,000.00	10,000.00	0.00
100-04-51500-315-015	Treasurer - Accounting	0.00	27,298.06	30,000.00	2,701.94	90.99
100-04-51500-400-000	Treasurer - Supplies	1,488.60	1,488.60	0.00	-1,488.60	0.00
100-00-51600-400-000	Municipal Bldg - Supplies	192.72	2,413.10	5,000.00	2,586.90	48.26
100-00-51600-500-020	Municipal Bldg - Electric	381.63	5,102.37	5,800.00	697.63	87.97
100-00-51600-500-021	Municipal Bldg - Heat	108.30	4,049.96	5,200.00	1,150.04	77.88
100-00-51600-500-022	Municipal Bldg - Telephone	190.89	2,483.57	2,000.00	-483.57	124.18
100-00-51932-000-000	Insurance - Property and Crime	0.00	19,242.90	34,100.00	14,857.10	56.43
100-00-51933-000-000	Insurance - Workers Comp.	0.00	39,705.00	29,300.00	-10,405.00	135.51
100-00-51938-000-000	Insurance - General and Auto	0.00	54,923.00	26,600.00	-28,323.00	206.48
100-00-51980-000-000	Memorial Expenses	0.00	0.00	500.00	500.00	0.00
GENERAL GOVERNMENT		87,870.05	1,142,945.46	1,525,844.00	382,898.54	74.91
100-00-52100-000-000	Law Enforcement - Contract	82,846.47	759,458.64	1,076,700.00	317,241.36	70.54
100-00-52102-000-000	School Crossing Guard & Lights	0.00	1,942.87	2,000.00	57.13	97.14

Fund: 100 - GENERAL FUND

Account Number		2025 November	2025 Actual 11/30/2025	2025 Budget	Budget Status	% of Budget
100-06-52200-100-000	Fire Dept - Wages	46,646.76	265,375.73	339,800.00	74,424.27	78.10
100-06-52200-105-000	Fire Dept - FICA	3,530.77	19,870.36	17,300.00	-2,570.36	114.86
100-06-52200-200-000	Fire Dept - Benefits	4,278.92	48,425.47	50,800.00	2,374.53	95.33
100-06-52200-210-000	Fire Dept - Retirement	2,042.56	20,540.59	50,600.00	30,059.41	40.59
100-06-52200-300-000	Fire Dept - Per Diem	225.00	990.00	1,500.00	510.00	66.00
100-06-52200-304-000	Fire Dept - Consultants	11,644.62	31,680.07	59,100.00	27,419.93	53.60
100-06-52200-305-000	Fire Dept - Training/Mem	853.24	6,887.44	10,000.00	3,112.56	68.87
100-06-52200-400-000	Fire Dept - Supplies/Services	1,040.58	24,492.44	31,000.00	6,507.56	79.01
100-06-52200-401-000	Fire Dept - Physicals	0.00	3,125.00	5,000.00	1,875.00	62.50
100-06-52200-402-000	Fire Dept - Software	137.14	5,012.14	7,500.00	2,487.86	66.83
100-06-52200-403-000	Fire Dept - Appreciation Night	0.00	2,065.04	3,000.00	934.96	68.83
100-06-52200-404-000	Fire Dept - Annual Tests/Certs	0.00	10,306.11	10,000.00	-306.11	103.06
100-06-52200-405-000	Fire Dept - 2% Dues Expenses	398.19	14,336.76	0.00	-14,336.76	0.00
100-06-52200-406-000	Fire Dept - EMS FAP	0.00	64,929.63	0.00	-64,929.63	0.00
100-06-52200-500-020	Fire Dept - Electric	349.58	4,052.34	5,500.00	1,447.66	73.68
100-06-52200-500-021	Fire Dept - Heat	60.53	3,190.12	8,000.00	4,809.88	39.88
100-06-52200-500-022	Fire Dept - Telephone	124.21	1,574.80	2,400.00	825.20	65.62
100-06-52200-500-023	Fire Dept - Water/Sewer	343.74	3,395.36	6,000.00	2,604.64	56.59
100-06-52200-505-000	Fire Dept - Bldg Maintenance	507.20	1,528.92	15,000.00	13,471.08	10.19
100-06-52200-600-000	Fire Dept - Vehicle Maint.	768.48	26,317.21	13,000.00	-13,317.21	202.44
100-06-52200-700-000	Fire Dept - Equip Maintenance	602.61	5,753.52	5,500.00	-253.52	104.61
100-06-52200-700-030	Fire Dept - Fuel	0.00	4,362.41	6,000.00	1,637.59	72.71
100-08-52300-000-000	1st Responders - Operating Exp	469.00	10,402.73	15,000.00	4,597.27	69.35
100-00-52400-000-000	Building Inspector - Contract	30,356.24	175,981.71	90,000.00	-85,981.71	195.54
100-00-52400-100-000	Inspections - Wages	6,775.12	65,872.38	93,600.00	27,727.62	70.38
100-00-52400-105-000	Inspections - FICA	504.42	4,894.70	7,200.00	2,305.30	67.98
100-00-52400-200-000	Inspections - Grade Checks	8,047.63	47,972.45	25,000.00	-22,972.45	191.89
100-00-52400-201-000	Inspections - Benefits	1,781.74	21,049.55	25,400.00	4,350.45	82.87
100-00-52400-205-000	Inspections - Retirement	470.87	4,578.15	6,600.00	2,021.85	69.37
100-00-52400-305-000	Inspections - Expense/Mileage/	0.00	1,191.35	5,000.00	3,808.65	23.83
100-00-52400-310-000	Inspections - Dues	0.00	81.80	0.00	-81.80	0.00
100-00-52400-400-000	Inspections - Supplies	0.00	2,462.82	0.00	-2,462.82	0.00
PUBLIC SAFETY		204,805.62	1,664,100.61	1,993,500.00	329,399.39	83.48
100-09-53311-000-000	Hwy Dept - Engineer/Consultant	5,062.27	14,103.26	30,000.00	15,896.74	47.01
100-09-53311-100-000	Hwy Dept - Wages	44,282.50	503,337.10	540,800.00	37,462.90	93.07
100-09-53311-100-901	Hwy Dept - Part Time Wages	2,942.50	70,313.00	100,000.00	29,687.00	70.31
100-09-53311-103-000	Hwy Dept - Overtime Wages	798.37	45,643.09	38,000.00	-7,643.09	120.11
100-09-53311-105-000	Hwy Dept - FICA	3,248.65	39,893.36	52,000.00	12,106.64	76.72
100-09-53311-105-901	Hwy Dept - Part Time FICA	225.09	5,378.93	0.00	-5,378.93	0.00
100-09-53311-200-000	Hwy Dept - Benefits	13,305.69	162,625.82	186,700.00	24,074.18	87.11
100-09-53311-205-000	Hwy Dept - Retirement	3,133.14	38,324.57	40,300.00	1,975.43	95.10
100-09-53311-305-000	Hwy Dept - Training Expenses	379.00	379.00	4,000.00	3,621.00	9.48
100-09-53311-306-000	Hwy Dept - CDL/Testing	211.00	507.00	1,500.00	993.00	33.80
100-09-53311-400-000	Hwy Dept - Supplies	8,535.37	40,635.19	35,000.00	-5,635.19	116.10
100-09-53311-500-020	Hwy Dept - Electric	572.44	7,653.57	10,000.00	2,346.43	76.54
100-09-53311-500-022	Hwy Dept - Telephone	327.20	3,689.76	3,500.00	-189.76	105.42
100-09-53311-505-000	Hwy Dept - Building Maint	3,965.81	34,719.27	38,000.00	3,280.73	91.37
100-09-53311-600-030	Hwy Dept - Fuel	7,301.44	70,737.65	76,000.00	5,262.35	93.08
100-09-53311-600-600	Hwy Dept - Vehicle Maintenance	23,225.22	55,999.38	40,000.00	-15,999.38	140.00
100-09-53311-700-000	Hwy Dept - Equip Maintenance	6,481.29	44,709.45	80,000.00	35,290.55	55.89
100-09-53311-900-000	Hwy Dept - Road Maintenance	32,192.32	177,506.58	214,100.00	36,593.42	82.91

Fund: 100 - GENERAL FUND

Account Number		2025 November	2025 Actual 11/30/2025	2025 Budget	Budget Status	% of Budget
100-09-53311-900-010	Hwy Dept - Contracts	0.00	48.55	0.00	-48.55	0.00
100-09-53311-901-000	Hwy Dept - Ditching/Grading	390.00	4,205.67	40,000.00	35,794.33	10.51
100-09-53311-903-000	Hwy Dept - Salt & Sand	0.00	114,933.63	115,000.00	66.37	99.94
100-09-53315-902-000	Hwy Dept - Signs	7,080.25	17,517.55	27,835.00	10,317.45	62.93
100-00-53420-000-000	Street Lighting - General	312.44	7,088.09	6,500.00	-588.09	109.05
100-00-53420-001-000	Street Lighting - North Shore	16.06	159.23	200.00	40.77	79.62
100-00-53420-004-000	Street Lighting - HAA	1,239.33	12,521.27	11,000.00	-1,521.27	113.83
100-00-53420-006-000	Street Lighting - NS Woods	98.49	975.24	1,100.00	124.76	88.66
100-09-53430-000-000	Hwy Dept - Sidewalk Maint	0.00	450.00	10,000.00	9,550.00	4.50
100-00-53441-100-000	Illicit Discharge Program	0.00	1,797.50	5,000.00	3,202.50	35.95
100-00-53620-000-000	Refuse and Garbage Services	0.00	354,340.22	434,500.00	80,159.78	81.55
100-00-53635-000-000	Recycling Services	0.00	231,972.20	270,000.00	38,027.80	85.92
100-00-53635-100-000	Compost Site	150.14	5,790.29	10,000.00	4,209.71	57.90
100-00-53640-000-000	Weed and Nusiance Control	0.00	0.00	5,000.00	5,000.00	0.00
PUBLIC WORKS		165,476.01	2,067,955.42	2,426,035.00	358,079.58	85.24
100-00-54980-000-000	Other Health - HOVPP	0.00	0.00	500.00	500.00	0.00
HEALTH AND HUMAN SERVICES		0.00	0.00	500.00	500.00	0.00
100-00-55200-000-000	Parks - Maint. and Utilities	3,841.18	43,995.28	50,000.00	6,004.72	87.99
100-00-55200-120-000	Parks - Recreation Programs	0.00	34,575.00	30,000.00	-4,575.00	115.25
CULTURE, RECREATION AND EDU.		3,841.18	78,570.28	80,000.00	1,429.72	98.21
100-00-56900-000-110	Development	12.99	2,016.44	10,000.00	7,983.56	20.16
CONSERVATION AND DEVELOPMENT		12.99	2,016.44	10,000.00	7,983.56	20.16
100-00-57190-000-000	Capital Outlay - General Gvmnt	0.00	3,549.61	0.00	-3,549.61	0.00
100-06-57220-000-000	Fire Dept - Capital Outlay	0.00	8,344.00	0.00	-8,344.00	0.00
100-09-57324-000-000	Capital Outlay - Hwy. Equip	0.00	236,083.00	0.00	-236,083.00	0.00
100-09-57330-000-000	Capital Outlay - Road Projects	0.00	317.50	0.00	-317.50	0.00
CAPITAL OUTLAY		0.00	248,294.11	0.00	-248,294.11	0.00
100-00-59100-000-000	Transfer Out	0.00	142,250.00	0.00	-142,250.00	0.00
100-00-59900-000-000	Contingency	0.00	0.00	44,121.00	44,121.00	0.00
OTHER FINANCING USES		0.00	142,250.00	44,121.00	-98,129.00	322.41
Total Expenses		462,005.85	5,346,132.32	6,080,000.00	733,867.68	87.93
Net Totals		2,555,932.82	2,389,101.78	0.00	-2,389,101.78	

Fund: 401 - TAX INCREMENTAL DISTRICT #1

Account Number		2025 November	2025 Actual 11/30/2025	2025 Budget	Budget Status	% of Budget
401-00-41110-000-000	Tax Increments - TID #1	170,047.57	1,036,348.24	1,257,319.00	-220,970.76	82.43
TAXES		170,047.57	1,036,348.24	1,257,319.00	-220,970.76	82.43
401-00-43401-000-000	Personal Property Aid - TID #1	0.00	7,917.12	3,203.00	4,714.12	247.18
401-00-43430-000-000	TID Exempt Computer Aid	0.00	390.58	0.00	390.58	0.00
INTERGOVERNMENTAL REVENUES		0.00	8,307.70	3,203.00	5,104.70	259.37
Total Revenues		170,047.57	1,044,655.94	1,260,522.00	-215,866.06	82.87

Fund: 401 - TAX INCREMENTAL DISTRICT #1

Account Number		2025 November	2025 Actual 11/30/2025	2025 Budget	Budget Status	% of Budget
401-00-51510-000-000	Administrative Costs - TID #1	0.00	1,819.93	150.00	-1,669.93	1,213.29
GENERAL GOVERNMENT		0.00	1,819.93	150.00	-1,669.93	1,213.29
401-00-56700-700-000	Grant-Toonen Development TID 1	0.00	142,973.75	393,000.00	250,026.25	36.38
401-00-56700-701-000	Grant-Gregorski 22 LLC	0.00	1,103.22	16,000.00	14,896.78	6.90
401-00-56700-702-000	Grant-Asterion LLC	0.00	308,267.71	190,000.00	-118,267.71	162.25
CONSERVATION AND DEVELOPMENT		0.00	452,344.68	599,000.00	146,655.32	75.52
401-00-58100-000-000	G.O. Debt Principal - TID #1	0.00	85,000.00	85,000.00	0.00	100.00
401-00-58290-000-000	G.O. Debt Interest - TID #1	0.00	16,975.00	16,975.00	0.00	100.00
DEBT SERVICE		0.00	101,975.00	101,975.00	0.00	100.00
Total Expenses		0.00	556,139.61	701,125.00	144,985.39	79.32
Net Totals		170,047.57	488,516.33	559,397.00	70,880.67	87.33

Fund: 402 - TAX INCREMENTAL DISTRICT #2

Account Number		2025 November	2025 Actual 11/30/2025	2025 Budget	Budget Status	% of Budget
402-00-41110-000-000	Tax Increments - TID #2	145,668.23	555,994.02	623,200.00	-67,205.98	89.22
TAXES		145,668.23	555,994.02	623,200.00	-67,205.98	89.22
402-00-48309-000-000	Sale of Land	0.00	174,996.20	0.00	174,996.20	0.00
MISCELLANEOUS REVENUES		0.00	174,996.20	0.00	174,996.20	0.00
402-00-49100-000-000	Transfer In	0.00	1,905,000.00	0.00	1,905,000.00	0.00
OTHER FINANCING SOURCES		0.00	1,905,000.00	0.00	1,905,000.00	0.00
Total Revenues		145,668.23	2,635,990.22	623,200.00	2,012,790.22	422.98

Fund: 402 - TAX INCREMENTAL DISTRICT #2

Account Number		2025 November	2025 Actual 11/30/2025	2025 Budget	Budget Status	% of Budget
402-00-51500-000-000	Professional Services-TID #2	4,310.50	35,824.75	20,000.00	-15,824.75	179.12
402-00-51510-000-000	Administrative Costs - TID #2	0.00	2,808.89	150.00	-2,658.89	1,872.59
GENERAL GOVERNMENT		4,310.50	38,633.64	20,150.00	-18,483.64	191.73
402-00-56700-000-000	Site Preparation - TID #2	0.00	88,971.45	0.00	-88,971.45	0.00
CONSERVATION AND DEVELOPMENT		0.00	88,971.45	0.00	-88,971.45	0.00
402-00-57200-000-000	Street Improvements - TID #2	0.00	417,518.86	0.00	-417,518.86	0.00
CAPITAL OUTLAY		0.00	417,518.86	0.00	-417,518.86	0.00
402-00-58100-000-000	G.O. Debt Principal - TID #2	0.00	86,870.85	86,871.00	0.15	100.00
402-00-58290-000-000	G.O. Debt Interest - TID #2	0.00	95,064.64	85,011.00	-10,053.64	111.83
DEBT SERVICE		0.00	181,935.49	171,882.00	-10,053.49	105.85
Total Expenses		4,310.50	727,059.44	192,032.00	-535,027.44	378.61
Net Totals		141,357.73	1,908,930.78	431,168.00	-1,477,762.78	442.73

Fund: 403 - TAX INCREMENTAL DISTRICT #3

Account Number		2025 November	2025 Actual 11/30/2025	2025 Budget	Budget Status	% of Budget
403-00-51510-000-000	Administrative Costs - TID #3	0.00	1,819.93	150.00	-1,669.93	1,213.29
GENERAL GOVERNMENT		0.00	1,819.93	150.00	-1,669.93	1,213.29
403-00-56700-700-000	Grant-Driscoll Properties LLC	0.00	91,203.42	40,000.00	-51,203.42	228.01
CONSERVATION AND DEVELOPMENT		0.00	91,203.42	40,000.00	-51,203.42	228.01
Total Expenses		0.00	93,023.35	40,150.00	-52,873.35	231.69
Net Totals		0.00	-93,023.35	-40,150.00	52,873.35	231.69

Fund: 404 - TAX INCREMENTAL DISTRICT #4

Account Number		2025 November	2025 Actual 11/30/2025	2025 Budget	Budget Status	% of Budget
404-00-41110-000-000	Tax Increments - TID #4	231,802.04	1,070,340.82	1,372,900.00	-302,559.18	77.96
TAXES		231,802.04	1,070,340.82	1,372,900.00	-302,559.18	77.96
Total Revenues		231,802.04	1,070,340.82	1,372,900.00	-302,559.18	77.96

Fund: 404 - TAX INCREMENTAL DISTRICT #4

Account Number		2025 November	2025 Actual 11/30/2025	2025 Budget	Budget Status	% of Budget
404-00-51500-000-000	Professional Services-TID #4	0.00	368.56	0.00	-368.56	0.00
404-00-51510-000-000	Administrative Costs - TID #4	0.00	1,819.93	150.00	-1,669.93	1,213.29
GENERAL GOVERNMENT		0.00	2,188.49	150.00	-2,038.49	1,458.99
404-00-56700-700-000	Grant-Quattro Development LLC	0.00	865,195.61	0.00	-865,195.61	0.00
CONSERVATION AND DEVELOPMENT		0.00	865,195.61	0.00	-865,195.61	0.00
Total Expenses		0.00	867,384.10	150.00	-867,234.10	578,256.07
Net Totals		231,802.04	202,956.72	1,372,750.00	1,169,793.28	14.78

Fund: 405 - TAX INCREMENTAL DISTRICT #5

Account Number		2025 November	2025 Actual 11/30/2025	2025 Budget	Budget Status	% of Budget
405-00-49100-000-000	Proceeds from Debt	0.00	1,450,000.00	0.00	1,450,000.00	0.00
OTHER FINANCING SOURCES		0.00	1,450,000.00	0.00	1,450,000.00	0.00
Total Revenues		0.00	1,450,000.00	0.00	1,450,000.00	0.00

Fund: 405 - TAX INCREMENTAL DISTRICT #5

Account Number		2025 November	2025 Actual 11/30/2025	2025 Budget	Budget Status	% of Budget
405-00-51500-000-000	Professional Services-TID #5	4,769.14	119,664.05	0.00	-119,664.05	0.00
405-00-51510-000-000	Administrative Costs - TID #5	0.00	4,976.94	0.00	-4,976.94	0.00
GENERAL GOVERNMENT		4,769.14	124,640.99	0.00	-124,640.99	0.00
405-00-56700-000-000	Site Preparation - TID #5	0.00	576,176.31	0.00	-576,176.31	0.00
CONSERVATION AND DEVELOPMENT		0.00	576,176.31	0.00	-576,176.31	0.00
405-00-57200-000-000	Street Improvements - TID #5	99,636.30	1,271,805.68	0.00	-1,271,805.68	0.00
CAPITAL OUTLAY		99,636.30	1,271,805.68	0.00	-1,271,805.68	0.00
405-00-58290-000-000	G.O. Debt Interest - TID #5	0.00	32,441.67	27,530.00	-4,911.67	117.84
DEBT SERVICE		0.00	32,441.67	27,530.00	-4,911.67	117.84
Total Expenses		104,405.44	2,005,064.65	27,530.00	-1,977,534.65	7,283.20
Net Totals		-104,405.44	-555,064.65	-27,530.00	527,534.65	2,016.22

Fund: 406 - TAX INCREMENTAL DISTRICT #6

Account Number		2025 November	2025 Actual 11/30/2025	2025 Budget	Budget Status	% of Budget
406-00-41110-000-000	Tax Increments - TID #6	735.69	4,483.63	5,400.00	-916.37	83.03
TAXES		735.69	4,483.63	5,400.00	-916.37	83.03
Total Revenues		735.69	4,483.63	5,400.00	-916.37	83.03

Fund: 406 - TAX INCREMENTAL DISTRICT #6

Account Number		2025 November	2025 Actual 11/30/2025	2025 Budget	Budget Status	% of Budget
406-00-51500-000-000	Professional Services-TID #6	0.00	506.77	0.00	-506.77	0.00
406-00-51510-000-000	Administrative Costs - TID #6	0.00	1,819.93	1,000.00	-819.93	181.99
GENERAL GOVERNMENT		0.00	2,326.70	1,000.00	-1,326.70	232.67
Total Expenses		0.00	2,326.70	1,000.00	-1,326.70	232.67
Net Totals		735.69	2,156.93	4,400.00	2,243.07	49.02

Fund: 610 - WATER UTILITY

Account Number		2025 November	2025 Actual 11/30/2025	2025 Budget	Budget Status	% of Budget
610-00-41900-000-000	Interest Income	12,811.20	114,854.51	111,920.00	2,934.51	102.62
TAXES		12,811.20	114,854.51	111,920.00	2,934.51	102.62
610-00-46101-000-000	Residential Metered Sales	78,597.66	946,201.87	1,020,910.00	-74,708.13	92.68
610-00-46102-000-000	Commercial Metered Sales	6,247.87	98,502.36	105,500.00	-6,997.64	93.37
610-00-46104-000-000	Public Authority Metered Sales	1,912.75	21,939.06	26,710.00	-4,770.94	82.14
610-00-46105-000-000	Multifamily Metered Sales	9,708.77	109,886.34	116,600.00	-6,713.66	94.24
610-00-46106-000-000	Irrigation Metered Sales	0.00	0.00	270.00	-270.00	0.00
610-00-46200-000-000	Private Fire Protection Servic	1,620.00	17,819.27	19,100.00	-1,280.73	93.29
610-00-46300-000-000	Public Fire Protection Service	19,144.89	205,727.12	219,840.00	-14,112.88	93.58
PUBLIC CHARGES FOR SERVICES		117,231.94	1,400,076.02	1,508,930.00	-108,853.98	92.79
610-00-47000-000-000	Forfeited Discounts	148.09	2,649.67	2,380.00	269.67	111.33
610-00-47400-000-000	Other Water Revenue	2,411.00	7,588.69	4,670.00	2,918.69	162.50
INTERGOV'T CHARGES FOR SERV		2,559.09	10,238.36	7,050.00	3,188.36	145.22
Total Revenues		132,602.23	1,525,168.89	1,627,900.00	-102,731.11	93.69

Fund: 610 - WATER UTILITY

Account Number		2025 November	2025 Actual 11/30/2025	2025 Budget	Budget Status	% of Budget
610-00-57408-000-000	Taxes	0.00	1,544.19	70,360.00	68,815.81	2.19
610-00-57601-000-000	Purchased Water - COA / FC	0.00	517,902.88	861,290.00	343,387.12	60.13
610-00-57640-000-000	Operation Labor	8,468.66	105,869.76	108,000.00	2,130.24	98.03
610-00-57641-000-000	Operation Supplies & Expenses	1,096.55	14,330.98	22,500.00	8,169.02	63.69
610-00-57651-000-000	Maintenance of Mains	2,800.00	16,926.74	15,000.00	-1,926.74	112.84
610-00-57652-000-000	Maintenance of Services	234.00	8,349.34	90,000.00	81,650.66	9.28
610-00-57653-000-000	Maintenance of Meters	195.09	4,564.73	7,000.00	2,435.27	65.21
610-00-57654-000-000	Maintenance of Hydrants	6,151.16	11,665.88	5,000.00	-6,665.88	233.32
610-00-57902-000-000	Accounting & Collecting Labor	4,228.80	50,745.60	63,000.00	12,254.40	80.55
610-00-57903-000-000	Supplies and Expenses	1,441.97	8,631.22	11,000.00	2,368.78	78.47
610-00-57920-000-000	Admin & General Salaries	2,814.40	33,108.24	33,000.00	-108.24	100.33
610-00-57921-000-000	Office Supplies & Expenses	950.68	9,337.20	15,000.00	5,662.80	62.25
610-00-57923-000-000	Outside Services Employed	1,850.97	26,496.17	85,000.00	58,503.83	31.17
610-00-57924-000-000	Insurance Expense	0.00	9,946.55	13,750.00	3,803.45	72.34
610-00-57925-000-000	Payroll Tax - FICA	1,077.76	13,136.63	15,000.00	1,863.37	87.58
610-00-57926-000-000	Employee Pensions & Benefits	1,167.09	35,511.68	40,000.00	4,488.32	88.78
610-00-57928-000-000	Regulatory Commission Expenses	0.00	0.00	2,000.00	2,000.00	0.00
610-00-57930-000-000	Miscellaneous General Expense	239.58	8,794.38	10,000.00	1,205.62	87.94
610-00-57933-000-000	Transportation Expense	1,183.15	3,949.47	4,710.00	760.53	83.85
610-00-57935-000-000	Maintenance of General Plant	366.70	3,355.52	6,000.00	2,644.48	55.93
610-00-57950-000-000	Depreciation Expense	0.00	0.00	235,530.00	235,530.00	0.00
CAPITAL OUTLAY		34,266.56	884,167.16	1,713,140.00	828,972.84	51.61
Total Expenses		34,266.56	884,167.16	1,713,140.00	828,972.84	51.61
Net Totals		98,335.67	641,001.73	-85,240.00	-726,241.73	-752.00

Fund: 620 - SEWER UTILITY

Account Number		2025 November	2025 Actual 11/30/2025	2025 Budget	Budget Status	% of Budget
620-00-46221-000-000	Residential Measured Service	79,948.37	897,383.85	930,010.00	-32,626.15	96.49
620-00-46222-000-000	Commercial Measured Service	6,974.33	99,638.19	105,060.00	-5,421.81	94.84
620-00-46224-000-000	Public Authority Measured Srvc	2,657.95	29,717.32	27,580.00	2,137.32	107.75
620-00-46225-000-000	Multifamily Measured Service	11,266.47	126,785.93	136,100.00	-9,314.07	93.16
PUBLIC CHARGES FOR SERVICES		100,847.12	1,153,525.29	1,198,750.00	-45,224.71	96.23
620-00-47631-000-000	Forfeited Discounts	118.88	2,177.57	1,980.00	197.57	109.98
620-00-47635-000-000	Other Sewer Revenue	8,379.62	108,305.56	50,000.00	58,305.56	216.61
620-00-47640-000-000	Interest Income	19,830.72	185,996.00	176,640.00	9,356.00	105.30
INTERGOV'T CHARGES FOR SERV		28,329.22	296,479.13	228,620.00	67,859.13	129.68
Total Revenues		129,176.34	1,450,004.42	1,427,370.00	22,634.42	101.59

Fund: 620 - SEWER UTILITY

Account Number		2025 November	2025 Actual 11/30/2025	2025 Budget	Budget Status	% of Budget
620-00-57820-000-000	Supervision & Labor	9,087.75	107,365.18	130,000.00	22,634.82	82.59
620-00-57821-000-000	Fuel/Power Purchase - Pumping	1,601.99	18,592.36	26,660.00	8,067.64	69.74
620-00-57827-000-000	Operation Supplies & Expenses	175.59	7,889.95	17,500.00	9,610.05	45.09
620-00-57828-000-000	Transportation Expense	1,183.16	3,949.58	4,710.00	760.42	83.86
620-00-57829-000-000	Sewerage Treatment Charges	13,651.04	254,534.02	296,940.00	42,405.98	85.72
620-00-57831-000-000	Maintenance Sewage Collect Sys	0.00	35,063.16	115,000.00	79,936.84	30.49
620-00-57832-000-000	Maint Collection Syst Pumping	611.07	8,254.09	25,000.00	16,745.91	33.02
620-00-57834-000-000	Maintenance of General Plant	715.90	3,513.10	6,000.00	2,486.90	58.55
620-00-57840-000-000	Accounting & Collecting Labor	4,228.80	50,745.60	65,000.00	14,254.40	78.07
620-00-57850-000-000	Admin & General Salaries	2,814.40	33,108.24	35,000.00	1,891.76	94.59
620-00-57851-000-000	Office Supplies & Expenses	2,407.99	13,909.35	27,500.00	13,590.65	50.58
620-00-57852-000-000	Outside Services Employed	1,850.98	27,951.58	85,000.00	57,048.42	32.88
620-00-57853-000-000	Insurance Expense	0.00	9,946.55	13,750.00	3,803.45	72.34
620-00-57854-000-000	Employee Pensions & Benefits	1,208.79	35,614.41	35,000.00	-614.41	101.76
620-00-57855-000-000	Payroll Tax - FICA	1,122.03	13,291.93	15,500.00	2,208.07	85.75
620-00-57856-000-000	Miscellaneous General Expense	228.37	11,517.89	10,000.00	-1,517.89	115.18
620-00-57870-000-000	NMSC Capital Charges-Int Exp	1,817.00	19,438.00	16,270.00	-3,168.00	119.47
620-00-57875-000-000	NMSC Capital Charges-Amort Exp	7,376.00	78,632.00	83,400.00	4,768.00	94.28
620-00-57950-000-000	Depreciation Expense	0.00	0.00	288,690.00	288,690.00	0.00
CAPITAL OUTLAY		50,080.86	733,316.99	1,296,920.00	563,603.01	56.54
Total Expenses		50,080.86	733,316.99	1,296,920.00	563,603.01	56.54
Net Totals		79,095.48	716,687.43	130,450.00	-586,237.43	549.40

Budget Comparison - Detail

Park Impact Fees	2025 Budget	2025 November	2025 Actual 11/30/2025	Budget Status	% of Budget
Beginning Fund Balance	**436,416.00**		**436,416.00**		
Revenues					
Park Impact Fee	150,000.00	25,137.00	219,091.44	69,091.44	146.06
Expenditures					
Capital Outlay - Park Impact	195,000.00	112,867.50	237,452.06	(42,452.06)	121.77
Ending Fund Balance	**391,416.00**		**418,055.38**		

Police Impact Fees	2025 Budget	2025 November	2025 Actual 11/30/2025	Budget Status	% of Budget
Beginning Fund Balance	**105,459.00**		**105,459.00**		
Revenues					
Police Impact Fees	9,000.00	1,919.00	15,725.75	6,725.75	174.73
Ending Fund Balance	**114,459.00**		**121,184.75**		

Transportation Impact Fees	2025 Budget	2025 November	2025 Actual 11/30/2025	Budget Status	% of Budget
Beginning Fund Balance	**-**		**-**		
Revenues					
Transportation Impact Fees	-	51,794.00	342,752.68	342,752.68	-
Ending Fund Balance	**-**		**342,752.68**		

Fire Impact Fees	2025 Budget	2025 November	2025 Actual 11/30/2025	Budget Status	% of Budget
Beginning Fund Balance	**894,872.00**		**894,872.00**		
Revenues					
Fire Impact Fees	80,000.00	13,946.00	107,741.57	27,741.57	134.68
Ending Fund Balance	**974,872.00**		**1,002,613.57**		

Storm Water Fees	2025 Budget	2025 November	2025 Actual 11/30/2025	Budget Status	% of Budget
Beginning Fund Balance	**369,052.00**		**369,052.00**		
Revenues					
Storm Water Utility Fees	450,000.00	486,001.29	485,054.29	35,054.29	107.79
Expenditures					
Storm Sewer Maint / Ponds	22,500.00	5,554.45	45,994.55	(23,494.55)	204.42
Pond Rip Rap	50,000.00	-	-	50,000.00	-
Stormwater Plan / Munic Fees	-	380.00	50,154.25	(50,154.25)	-
Storm Catch Basin Program	25,000.00	-	-	25,000.00	-
Cross Culvert Program	30,000.00	1,719.75	1,928.15	28,071.85	6.43
GIS Mapping	15,000.00	-	825.00	14,175.00	5.50
Capital Outlay - Storm Water	150,000.00	-	-	150,000.00	-
Ending Fund Balance	**526,552.00**		**755,204.34**		

Fund: 100 - GENERAL FUND

Account Number		2025 December	2025 Actual 12/31/2025	2025 Budget	Budget Status	% of Budget
100-00-41110-000-000	General Property Taxes	0.00	1,800,000.00	1,800,000.00	0.00	100.00
100-00-41150-000-000	Forest Cropland/MFL Taxes	0.00	877.53	0.00	877.53	0.00
100-00-41210-000-000	Room Tax	0.00	31.29	0.00	31.29	0.00
100-00-41320-000-000	Payments In Lieu of Taxes	0.00	0.00	60,000.00	-60,000.00	0.00
100-00-41800-000-000	Interest - Personal Prop. Tax	0.00	28,009.55	0.00	28,009.55	0.00
TAXES		0.00	1,828,918.37	1,860,000.00	-31,081.63	98.33
100-00-42000-000-000	Special Assessments	0.00	190,505.04	253,700.00	-63,194.96	75.09
100-00-42100-000-000	S/W Agreement - Lexington Home	0.00	114,098.50	114,100.00	-1.50	100.00
100-00-42300-000-001	Sp. Assmts. - Sidewalks	0.00	0.00	3,400.00	-3,400.00	0.00
100-00-42300-000-002	Sp Assmts Rds -Hickory/Rustic	0.00	0.00	9,400.00	-9,400.00	0.00
100-00-42300-000-003	Sp Assmts Kimbrly Hts 2022 Rds	0.00	79,722.09	41,500.00	38,222.09	192.10
100-00-42300-000-004	Sp Assmts Hiddn Pines 2022 Rds	0.00	11,350.11	7,500.00	3,850.11	151.33
100-00-42300-000-005	Sp Assmts Creekside Est 2023	0.00	75,804.70	39,700.00	36,104.70	190.94
100-00-42400-000-001	Sp Assmts Hoelzel Hvns 2022	0.00	6,156.30	4,000.00	2,156.30	153.91
SPECIAL ASSESS CONNECTION FEES		0.00	477,636.74	473,300.00	4,336.74	100.92
100-00-43400-000-000	State Shared Revenues	0.00	444,875.65	415,000.00	29,875.65	107.20
100-00-43401-000-000	Personal Property Aid	0.00	13,266.12	2,600.00	10,666.12	510.24
100-00-43410-000-000	State Fire Dues - Harrison	0.00	87,347.58	79,000.00	8,347.58	110.57
100-00-43420-000-000	State Fire Dues - Shwd/Wood	0.00	25,078.79	18,300.00	6,778.79	137.04
100-00-43430-000-000	Exempt Computer Aid	0.00	42,043.08	42,000.00	43.08	100.10
100-00-43520-000-000	Public Safety Grant	0.00	3,122.31	0.00	3,122.31	0.00
100-00-43525-000-000	State EMS Funding	65,953.08	132,693.84	0.00	132,693.84	0.00
100-00-43530-000-000	State Transportation Aids	0.00	514,775.21	450,000.00	64,775.21	114.39
100-00-43531-000-000	Local Road Improvement Aid	0.00	364,205.33	11,000.00	353,205.33	3,310.96
100-00-43540-000-000	Recycling Grant	0.00	21,879.71	21,800.00	79.71	100.37
100-00-43570-000-000	State Grant - Trail	0.00	52,401.02	0.00	52,401.02	0.00
100-00-43620-000-000	DNR	0.00	3,080.98	0.00	3,080.98	0.00
100-00-43660-000-000	PILOT on State Conserv Land	0.00	2,503.72	0.00	2,503.72	0.00
INTERGOVERNMENTAL REVENUES		65,953.08	1,707,273.34	1,039,700.00	667,573.34	164.21
100-00-44105-000-000	Liquor & Beverage Licenses	0.00	5,654.06	5,200.00	454.06	108.73
100-00-44110-000-000	Operators Licenses	100.00	4,647.92	4,000.00	647.92	116.20
100-00-44115-000-000	Cigarette Licenses	0.00	300.00	300.00	0.00	100.00
100-00-44120-000-000	Cable Television Franchise Fee	0.00	67,328.15	95,000.00	-27,671.85	70.87
100-00-44205-000-000	Dog Licenses Fees	75.00	11,740.61	10,000.00	1,740.61	117.41
100-00-44305-000-000	Building Permit Fee	7,077.81	78,893.22	52,000.00	26,893.22	151.72
100-00-44306-000-000	HVAC Permit	1,336.00	28,310.51	7,000.00	21,310.51	404.44
100-00-44307-000-000	Plumbing Permit	1,516.00	29,008.01	10,000.00	19,008.01	290.08
100-00-44308-000-000	Electrical Permit	4,490.11	42,515.50	13,000.00	29,515.50	327.04
100-00-44309-000-000	Siding/Windows/Roof Permit	120.00	3,640.00	1,000.00	2,640.00	364.00
100-00-44310-000-000	Pool Permit	0.00	1,320.00	1,000.00	320.00	132.00
100-00-44311-000-000	Lot Grade Fee	6,020.00	108,360.00	40,000.00	68,360.00	270.90
100-00-44312-000-000	Driveway Grade Fee	1,295.00	23,310.00	9,000.00	14,310.00	259.00
100-00-44313-000-000	Culvert Permit	0.00	0.00	200.00	-200.00	0.00
100-00-44316-000-000	Demolition Permit	0.00	0.00	100.00	-100.00	0.00
100-00-44330-000-000	Utility Permit Fee	5,377.60	29,844.40	2,500.00	27,344.40	1,193.78
100-00-44400-000-000	Zoning Permit Fee	3,900.00	54,275.00	22,000.00	32,275.00	246.70
100-00-44401-000-000	Erosion Permit	770.00	20,935.93	6,500.00	14,435.93	322.09
100-00-44410-000-000	Plat and CSM Review Fee	375.00	1,870.00	2,000.00	-130.00	93.50

Fund: 100 - GENERAL FUND

Account Number		2025 December	2025 Actual 12/31/2025	2025 Budget	Budget Status	% of Budget
100-00-44415-000-000	Site Plan Review Fee	300.00	1,950.00	600.00	1,350.00	325.00
100-00-44900-000-000	Other License/Permit Fee	515.00	3,685.00	0.00	3,685.00	0.00
100-00-44905-000-000	Fireworks Permit	0.00	50.00	0.00	50.00	0.00
LICENSES AND PERMITS		33,267.52	517,638.31	281,400.00	236,238.31	183.95
100-00-45105-000-000	Ordinance Violations	936.37	3,143.80	5,000.00	-1,856.20	62.88
100-00-45110-000-000	Parking Violations	370.00	1,125.00	1,000.00	125.00	112.50
FINES, FORFEITS AND PENALTIES		1,306.37	4,268.80	6,000.00	-1,731.20	71.15
100-00-46100-000-000	Administrative Fee	4,053.48	47,819.06	20,000.00	27,819.06	239.10
100-00-46105-000-000	Publication Fee - Liquor	0.00	272.75	0.00	272.75	0.00
100-00-46110-000-000	Real Estate Inquiry Fee	1,380.00	14,460.00	8,000.00	6,460.00	180.75
100-00-46120-000-000	Credit Card Surcharge	0.00	1,634.60	700.00	934.60	233.51
100-00-46210-000-000	Law Enforcement Charges	0.00	1,076,519.59	785,000.00	291,519.59	137.14
100-00-46310-000-000	Road Department Revenue	0.00	26,970.25	2,000.00	24,970.25	1,348.51
100-00-46321-000-000	Street Lights Fee	0.00	1,314.73	1,200.00	114.73	109.56
100-00-46328-000-000	Stormwater Drainage Fee	0.00	2,026.85	0.00	2,026.85	0.00
100-00-46420-000-000	Refuse Collection Fee (67%)	1,488.52	478,450.64	413,800.00	64,650.64	115.62
100-00-46435-000-000	Recycling Collection Fee (33%)	991.10	235,900.51	259,700.00	-23,799.49	90.84
100-00-46440-000-000	Weed & Nuisance Control Fee	695.00	3,145.00	1,000.00	2,145.00	314.50
100-00-46445-000-000	Compost Site Sticker Fee	4,680.00	41,120.00	30,000.00	11,120.00	137.07
100-00-46722-000-000	Park Shelter Rental Fee	213.27	3,625.59	2,500.00	1,125.59	145.02
100-00-46740-000-000	Municipal Hall Rental Fee	568.74	3,886.39	2,000.00	1,886.39	194.32
PUBLIC CHARGES FOR SERVICES		14,070.11	1,937,145.96	1,525,900.00	411,245.96	126.95
100-00-47323-000-000	Fire Contracts-Sherwood/Wood	0.00	203,112.00	173,700.00	29,412.00	116.93
INTERGOV'T CHARGES FOR SERV		0.00	203,112.00	173,700.00	29,412.00	116.93
100-00-48110-000-000	Banking - Earned Interest	98,200.46	1,208,633.12	700,000.00	508,633.12	172.66
100-00-48130-000-000	Sp. Assmnt. - Earned Interest	0.00	873.62	5,000.00	-4,126.38	17.47
100-00-48303-000-000	Sales - Public Works Equipment	0.00	8,425.50	0.00	8,425.50	0.00
100-00-48400-000-000	Insurance Recoveries	0.00	8,721.47	5,000.00	3,721.47	174.43
100-00-48500-000-000	Donations	694.20	8,090.32	0.00	8,090.32	0.00
100-00-48800-000-000	Treasurer - Cash Over	20.00	42.80	0.00	42.80	0.00
100-00-48900-000-000	Misc. Revenues	1,314.36	39,279.85	10,000.00	29,279.85	392.80
MISCELLANEOUS REVENUES		100,229.02	1,274,066.68	720,000.00	554,066.68	176.95
Total Revenues		214,826.10	7,950,060.20	6,080,000.00	1,870,060.20	130.76

Fund: 100 - GENERAL FUND

Account Number		2025 December	2025 Actual 12/31/2025	2025 Budget	Budget Status	% of Budget
100-00-51100-100-000	Village Board - Wages	5,192.46	43,930.38	52,000.00	8,069.62	84.48
100-00-51100-105-000	Village Board - FICA	397.14	3,360.03	4,000.00	639.97	84.00
100-00-51100-115-000	Village Board-Training/Mileage	0.00	285.00	800.00	515.00	35.63
100-00-51100-310-000	Village Board-Dues	0.00	6,923.60	7,500.00	576.40	92.31
100-00-51100-400-000	Village Board-Supplies	491.44	3,436.19	1,000.00	-2,436.19	343.62
100-00-51100-500-022	Village Board - Telephone	265.75	3,272.70	3,500.00	227.30	93.51
100-01-51101-100-001	Planning - Salary	14,995.84	110,677.71	62,500.00	-48,177.71	177.08
100-01-51101-105-000	Planning - FICA	1,194.72	8,571.66	4,800.00	-3,771.66	178.58
100-01-51101-200-000	Planning - Benefits	0.00	560.16	20,000.00	19,439.84	2.80
100-01-51101-205-000	Planning - Retirement	1,048.95	7,698.84	4,400.00	-3,298.84	174.97
100-01-51101-300-000	Planning - Per Diem	675.00	2,700.00	3,500.00	800.00	77.14
100-01-51101-301-000	Planning - Dues	0.00	0.00	1,000.00	1,000.00	0.00
100-01-51101-304-000	Planning - Consultants	5,945.66	17,663.46	25,000.00	7,336.54	70.65
100-01-51101-305-000	Planning - Training/Mile/Exp.	0.00	250.00	3,500.00	3,250.00	7.14
100-01-51101-400-000	Planning - Supplies	0.00	5,058.10	1,000.00	-4,058.10	505.81
100-01-51101-800-000	Planning - Publications	69.06	479.71	800.00	320.29	59.96
100-00-51300-000-000	Legal	8,778.32	56,976.90	120,000.00	63,023.10	47.48
100-09-51300-000-000	Hwy Dept - Legal	679.50	12,585.53	35,000.00	22,414.47	35.96
100-02-51400-100-000	Gen. Admin - Wages	68,292.35	362,622.46	516,000.00	153,377.54	70.28
100-02-51400-105-000	Gen. Admin - FICA	5,156.86	26,246.28	39,200.00	12,953.72	66.95
100-02-51400-200-000	Gen. Admin - Benefits	11,127.74	127,938.83	195,000.00	67,061.17	65.61
100-02-51400-205-000	Gen. Admin - Retirement	4,746.32	24,735.32	35,700.00	10,964.68	69.29
100-02-51400-305-000	Gen. Admin - Training/Conf.	341.55	4,218.13	9,000.00	4,781.87	46.87
100-02-51400-310-000	Gen. Admin - Dues	0.00	726.00	1,500.00	774.00	48.40
100-02-51400-400-000	Gen. Admin - Supplies	2,153.72	16,528.92	25,684.00	9,155.08	64.35
100-02-51400-400-005	Gen. Admin - Postage	-388.45	3,260.54	6,000.00	2,739.46	54.34
100-02-51400-400-006	Gen. Admin - Service Contracts	12,148.59	189,256.79	91,670.00	-97,586.79	206.45
100-02-51400-800-000	Gen. Admin - Publications	106.12	1,023.69	2,000.00	976.31	51.18
100-02-51400-800-005	Gen. Admin - Newsltr & Postage	3,455.52	19,641.14	35,000.00	15,358.86	56.12
100-00-51440-000-000	Elections - Wages	0.00	12,072.50	14,500.00	2,427.50	83.26
100-00-51440-100-000	Elections-FICA	0.00	37.63	100.00	62.37	37.63
100-00-51440-200-000	Elections - Expenses/Training	0.00	0.00	200.00	200.00	0.00
100-00-51440-300-000	Elections - Service Contracts	0.00	6,640.50	3,500.00	-3,140.50	189.73
100-00-51440-400-000	Elections - Supplies	4,110.51	13,217.77	7,590.00	-5,627.77	174.15
100-00-51440-500-000	Elections - Postage	31.02	3,229.10	2,400.00	-829.10	134.55
100-00-51440-600-000	Elections - Publications	73.54	602.56	1,000.00	397.44	60.26
100-05-51500-000-000	Assessor - Contract	0.00	40,900.00	41,000.00	100.00	99.76
100-04-51500-315-000	Treasurer - Service Contracts	0.00	0.00	10,000.00	10,000.00	0.00
100-04-51500-315-015	Treasurer - Accounting	0.00	27,298.06	30,000.00	2,701.94	90.99
100-04-51500-320-000	Treasurer - Cash Short	100.00	100.00	0.00	-100.00	0.00
100-04-51500-400-000	Treasurer - Supplies	0.00	1,488.60	0.00	-1,488.60	0.00
100-04-51500-400-005	Treasurer - Postage	3,604.34	3,604.34	0.00	-3,604.34	0.00
100-00-51600-400-000	Municipal Bldg - Supplies	0.00	2,413.10	5,000.00	2,586.90	48.26
100-00-51600-500-020	Municipal Bldg - Electric	546.65	5,649.02	5,800.00	150.98	97.40
100-00-51600-500-021	Municipal Bldg - Heat	944.54	4,994.50	5,200.00	205.50	96.05
100-00-51600-500-022	Municipal Bldg - Telephone	266.56	2,750.13	2,000.00	-750.13	137.51
100-00-51932-000-000	Insurance - Property and Crime	433.00	19,675.90	34,100.00	14,424.10	57.70
100-00-51933-000-000	Insurance - Workers Comp.	0.00	39,705.00	29,300.00	-10,405.00	135.51
100-00-51938-000-000	Insurance - General and Auto	0.00	54,923.00	26,600.00	-28,323.00	206.48
100-00-51980-000-000	Memorial Expenses	0.00	0.00	500.00	500.00	0.00
GENERAL GOVERNMENT		156,984.32	1,299,929.78	1,525,844.00	225,914.22	85.19

Fund: 100 - GENERAL FUND

Account Number		2025 December	2025 Actual 12/31/2025	2025 Budget	Budget Status	% of Budget
100-00-52100-000-000	Law Enforcement - Contract	74,958.07	834,416.71	1,076,700.00	242,283.29	77.50
100-00-52102-000-000	School Crossing Guard & Lights	0.00	1,942.87	2,000.00	57.13	97.14
100-06-52200-100-000	Fire Dept - Wages	29,530.20	294,905.93	339,800.00	44,894.07	86.79
100-06-52200-105-000	Fire Dept - FICA	2,237.85	22,108.21	17,300.00	-4,808.21	127.79
100-06-52200-200-000	Fire Dept - Benefits	4,108.93	52,534.40	50,800.00	-1,734.40	103.41
100-06-52200-210-000	Fire Dept - Retirement	37,495.65	58,036.24	50,600.00	-7,436.24	114.70
100-06-52200-300-000	Fire Dept - Per Diem	0.00	990.00	1,500.00	510.00	66.00
100-06-52200-304-000	Fire Dept - Consultants	5,369.94	37,050.01	59,100.00	22,049.99	62.69
100-06-52200-305-000	Fire Dept - Training/Mem	2,588.19	9,475.63	10,000.00	524.37	94.76
100-06-52200-400-000	Fire Dept - Supplies/Services	3,368.06	27,860.50	31,000.00	3,139.50	89.87
100-06-52200-401-000	Fire Dept - Physicals	0.00	3,125.00	5,000.00	1,875.00	62.50
100-06-52200-402-000	Fire Dept - Software	721.00	5,733.14	7,500.00	1,766.86	76.44
100-06-52200-403-000	Fire Dept - Appreciation Night	0.00	2,065.04	3,000.00	934.96	68.83
100-06-52200-404-000	Fire Dept - Annual Tests/Certs	0.00	10,306.11	10,000.00	-306.11	103.06
100-06-52200-405-000	Fire Dept - 2% Dues Expenses	4,947.82	19,284.58	0.00	-19,284.58	0.00
100-06-52200-406-000	Fire Dept - EMS FAP	-1,000.00	63,929.63	0.00	-63,929.63	0.00
100-06-52200-500-020	Fire Dept - Electric	430.02	4,482.36	5,500.00	1,017.64	81.50
100-06-52200-500-021	Fire Dept - Heat	581.45	3,771.57	8,000.00	4,228.43	47.14
100-06-52200-500-022	Fire Dept - Telephone	124.26	1,699.06	2,400.00	700.94	70.79
100-06-52200-500-023	Fire Dept - Water/Sewer	678.77	4,074.13	6,000.00	1,925.87	67.90
100-06-52200-505-000	Fire Dept - Bldg Maintenance	120.00	1,648.92	15,000.00	13,351.08	10.99
100-06-52200-600-000	Fire Dept - Vehicle Maint.	1,098.32	27,415.53	13,000.00	-14,415.53	210.89
100-06-52200-700-000	Fire Dept - Equip Maintenance	34.46	5,787.98	5,500.00	-287.98	105.24
100-06-52200-700-030	Fire Dept - Fuel	0.00	4,362.41	6,000.00	1,637.59	72.71
100-08-52300-000-000	1st Responders - Operating Exp	609.52	11,012.25	15,000.00	3,987.75	73.42
100-00-52400-000-000	Building Inspector - Contract	16,152.68	192,134.39	90,000.00	-102,134.39	213.48
100-00-52400-100-000	Inspections - Wages	12,481.72	78,354.10	93,600.00	15,245.90	83.71
100-00-52400-105-000	Inspections - FICA	953.78	5,848.48	7,200.00	1,351.52	81.23
100-00-52400-200-000	Inspections - Grade Checks	5,245.53	53,217.98	25,000.00	-28,217.98	212.87
100-00-52400-201-000	Inspections - Benefits	1,700.81	22,750.36	25,400.00	2,649.64	89.57
100-00-52400-205-000	Inspections - Retirement	867.48	5,445.63	6,600.00	1,154.37	82.51
100-00-52400-305-000	Inspections - Expense/Mileage/	0.00	1,191.35	5,000.00	3,808.65	23.83
100-00-52400-310-000	Inspections - Dues	170.00	251.80	0.00	-251.80	0.00
100-00-52400-400-000	Inspections - Supplies	493.21	2,956.03	0.00	-2,956.03	0.00
PUBLIC SAFETY		206,067.72	1,870,168.33	1,993,500.00	123,331.67	93.81
100-09-53311-000-000	Hwy Dept - Engineer/Consultant	401.87	14,505.13	30,000.00	15,494.87	48.35
100-09-53311-100-000	Hwy Dept - Wages	102,683.64	606,020.74	540,800.00	-65,220.74	112.06
100-09-53311-100-901	Hwy Dept - Part Time Wages	5,337.00	75,650.00	100,000.00	24,350.00	75.65
100-09-53311-103-000	Hwy Dept - Overtime Wages	22,988.09	68,631.18	38,000.00	-30,631.18	180.61
100-09-53311-105-000	Hwy Dept - FICA	9,508.78	49,402.14	52,000.00	2,597.86	95.00
100-09-53311-105-901	Hwy Dept - Part Time FICA	408.28	5,787.21	0.00	-5,787.21	0.00
100-09-53311-200-000	Hwy Dept - Benefits	12,768.66	175,394.48	186,700.00	11,305.52	93.94
100-09-53311-205-000	Hwy Dept - Retirement	8,720.09	47,044.66	40,300.00	-6,744.66	116.74
100-09-53311-305-000	Hwy Dept - Training Expenses	0.00	379.00	4,000.00	3,621.00	9.48
100-09-53311-306-000	Hwy Dept - CDL/Testing	0.00	507.00	1,500.00	993.00	33.80
100-09-53311-400-000	Hwy Dept - Supplies	6,331.95	46,967.14	35,000.00	-11,967.14	134.19
100-09-53311-500-020	Hwy Dept - Electric	819.98	8,473.55	10,000.00	1,526.45	84.74
100-09-53311-500-022	Hwy Dept - Telephone	326.52	4,016.28	3,500.00	-516.28	114.75
100-09-53311-505-000	Hwy Dept - Building Maint	5,713.07	40,432.34	38,000.00	-2,432.34	106.40
100-09-53311-600-030	Hwy Dept - Fuel	18,105.76	88,843.41	76,000.00	-12,843.41	116.90
100-09-53311-600-600	Hwy Dept - Vehicle Maintenance	24,156.58	80,155.96	40,000.00	-40,155.96	200.39

Fund: 100 - GENERAL FUND

Account Number		2025 December	2025 Actual 12/31/2025	2025 Budget	Budget Status	% of Budget
100-09-53311-700-000	Hwy Dept - Equip Maintenance	19,320.98	64,030.43	80,000.00	15,969.57	80.04
100-09-53311-900-000	Hwy Dept - Road Maintenance	0.00	177,506.58	214,100.00	36,593.42	82.91
100-09-53311-900-010	Hwy Dept - Contracts	31.40	79.95	0.00	-79.95	0.00
100-09-53311-901-000	Hwy Dept - Ditching/Grading	0.00	4,205.67	40,000.00	35,794.33	10.51
100-09-53311-903-000	Hwy Dept - Salt & Sand	1,331.84	116,265.47	115,000.00	-1,265.47	101.10
100-09-53315-902-000	Hwy Dept - Signs	130.50	17,648.05	27,835.00	10,186.95	63.40
100-00-53420-000-000	Street Lighting - General	312.44	7,400.53	6,500.00	-900.53	113.85
100-00-53420-001-000	Street Lighting - North Shore	16.06	175.29	200.00	24.71	87.65
100-00-53420-004-000	Street Lighting - HAA	1,649.53	14,170.80	11,000.00	-3,170.80	128.83
100-00-53420-006-000	Street Lighting - NS Woods	98.53	1,073.77	1,100.00	26.23	97.62
100-09-53430-000-000	Hwy Dept - Sidewalk Maint	0.00	450.00	10,000.00	9,550.00	4.50
100-00-53441-100-000	Illicit Discharge Program	1,241.74	3,039.24	5,000.00	1,960.76	60.78
100-00-53620-000-000	Refuse and Garbage Services	74,882.05	429,222.27	434,500.00	5,277.73	98.79
100-00-53635-000-000	Recycling Services	46,815.26	278,787.46	270,000.00	-8,787.46	103.25
100-00-53635-100-000	Compost Site	43.95	5,834.24	10,000.00	4,165.76	58.34
100-00-53640-000-000	Weed and Nusiance Control	0.00	0.00	5,000.00	5,000.00	0.00
PUBLIC WORKS		364,144.55	2,432,099.97	2,426,035.00	-6,064.97	100.25
100-00-54980-000-000	Other Health - HOVPP	0.00	0.00	500.00	500.00	0.00
HEALTH AND HUMAN SERVICES		0.00	0.00	500.00	500.00	0.00
100-00-55200-000-000	Parks - Maint. and Utilities	11,823.30	55,818.58	50,000.00	-5,818.58	111.64
100-00-55200-120-000	Parks - Recreation Programs	0.00	34,575.00	30,000.00	-4,575.00	115.25
CULTURE, RECREATION AND EDU.		11,823.30	90,393.58	80,000.00	-10,393.58	112.99
100-00-56900-000-110	Development	25.98	2,042.42	10,000.00	7,957.58	20.42
CONSERVATION AND DEVELOPMENT		25.98	2,042.42	10,000.00	7,957.58	20.42
100-00-57190-000-000	Capital Outlay - General Gvmnt	0.00	3,549.61	0.00	-3,549.61	0.00
100-06-57220-000-000	Fire Dept - Capital Outlay	0.00	8,344.00	0.00	-8,344.00	0.00
100-09-57324-000-000	Capital Outlay - Hwy. Equip	0.00	236,083.00	0.00	-236,083.00	0.00
100-09-57330-000-000	Capital Outlay - Road Projects	0.00	317.50	0.00	-317.50	0.00
CAPITAL OUTLAY		0.00	248,294.11	0.00	-248,294.11	0.00
100-00-59100-000-000	Transfer Out	0.00	142,250.00	0.00	-142,250.00	0.00
100-00-59900-000-000	Contingency	0.00	0.00	44,121.00	44,121.00	0.00
OTHER FINANCING USES		0.00	142,250.00	44,121.00	-98,129.00	322.41
Total Expenses		739,045.87	6,085,178.19	6,080,000.00	-5,178.19	100.09
Net Totals		-524,219.77	1,864,882.01	0.00	-1,864,882.01	

Fund: 401 - TAX INCREMENTAL DISTRICT #1

Account Number		2025 December	2025 Actual 12/31/2025	2025 Budget	Budget Status	% of Budget
401-00-41110-000-000	Tax Increments - TID #1	0.00	1,036,348.24	1,257,319.00	-220,970.76	82.43
TAXES		0.00	1,036,348.24	1,257,319.00	-220,970.76	82.43
401-00-43401-000-000	Personal Property Aid - TID #1	0.00	7,917.12	3,203.00	4,714.12	247.18
401-00-43430-000-000	TID Exempt Computer Aid	0.00	390.58	0.00	390.58	0.00
INTERGOVERNMENTAL REVENUES		0.00	8,307.70	3,203.00	5,104.70	259.37
Total Revenues		0.00	1,044,655.94	1,260,522.00	-215,866.06	82.87

Fund: 401 - TAX INCREMENTAL DISTRICT #1

Account Number		2025 December	2025 Actual 12/31/2025	2025 Budget	Budget Status	% of Budget
401-00-51510-000-000	Administrative Costs - TID #1	0.00	1,819.93	150.00	-1,669.93	1,213.29
GENERAL GOVERNMENT		0.00	1,819.93	150.00	-1,669.93	1,213.29
401-00-56700-700-000	Grant-Toonen Development TID 1	0.00	142,973.75	393,000.00	250,026.25	36.38
401-00-56700-701-000	Grant-Gregorski 22 LLC	0.00	1,103.22	16,000.00	14,896.78	6.90
401-00-56700-702-000	Grant-Asterion LLC	0.00	308,267.71	190,000.00	-118,267.71	162.25
CONSERVATION AND DEVELOPMENT		0.00	452,344.68	599,000.00	146,655.32	75.52
401-00-58100-000-000	G.O. Debt Principal - TID #1	0.00	85,000.00	85,000.00	0.00	100.00
401-00-58290-000-000	G.O. Debt Interest - TID #1	0.00	16,975.00	16,975.00	0.00	100.00
DEBT SERVICE		0.00	101,975.00	101,975.00	0.00	100.00
Total Expenses		0.00	556,139.61	701,125.00	144,985.39	79.32
Net Totals		0.00	488,516.33	559,397.00	70,880.67	87.33

Fund: 402 - TAX INCREMENTAL DISTRICT #2

Account Number		2025 December	2025 Actual 12/31/2025	2025 Budget	Budget Status	% of Budget
402-00-41110-000-000	Tax Increments - TID #2	0.00	555,994.02	623,200.00	-67,205.98	89.22
TAXES		0.00	555,994.02	623,200.00	-67,205.98	89.22
402-00-48309-000-000	Sale of Land	79,319.00	254,315.20	0.00	254,315.20	0.00
MISCELLANEOUS REVENUES		79,319.00	254,315.20	0.00	254,315.20	0.00
402-00-49100-000-000	Transfer In	0.00	1,905,000.00	0.00	1,905,000.00	0.00
OTHER FINANCING SOURCES		0.00	1,905,000.00	0.00	1,905,000.00	0.00
Total Revenues		79,319.00	2,715,309.22	623,200.00	2,092,109.22	435.70

Fund: 402 - TAX INCREMENTAL DISTRICT #2

Account Number		2025 December	2025 Actual 12/31/2025	2025 Budget	Budget Status	% of Budget
402-00-51500-000-000	Professional Services-TID #2	6,917.49	42,742.24	20,000.00	-22,742.24	213.71
402-00-51510-000-000	Administrative Costs - TID #2	0.00	2,808.89	150.00	-2,658.89	1,872.59
GENERAL GOVERNMENT		6,917.49	45,551.13	20,150.00	-25,401.13	226.06
402-00-56700-000-000	Site Preparation - TID #2	0.00	88,971.45	0.00	-88,971.45	0.00
CONSERVATION AND DEVELOPMENT		0.00	88,971.45	0.00	-88,971.45	0.00
402-00-57200-000-000	Street Improvements - TID #2	0.00	417,518.86	0.00	-417,518.86	0.00
CAPITAL OUTLAY		0.00	417,518.86	0.00	-417,518.86	0.00
402-00-58100-000-000	G.O. Debt Principal - TID #2	0.00	86,870.85	86,871.00	0.15	100.00
402-00-58290-000-000	G.O. Debt Interest - TID #2	0.00	95,064.64	85,011.00	-10,053.64	111.83
DEBT SERVICE		0.00	181,935.49	171,882.00	-10,053.49	105.85
Total Expenses		6,917.49	733,976.93	192,032.00	-541,944.93	382.22
Net Totals		72,401.51	1,981,332.29	431,168.00	-1,550,164.29	459.53

Fund: 403 - TAX INCREMENTAL DISTRICT #3

Account Number		2025 December	2025 Actual 12/31/2025	2025 Budget	Budget Status	% of Budget
403-00-51510-000-000	Administrative Costs - TID #3	0.00	1,819.93	150.00	-1,669.93	1,213.29
GENERAL GOVERNMENT		0.00	1,819.93	150.00	-1,669.93	1,213.29
403-00-56700-700-000	Grant-Driscoll Properties LLC	0.00	91,203.42	40,000.00	-51,203.42	228.01
CONSERVATION AND DEVELOPMENT		0.00	91,203.42	40,000.00	-51,203.42	228.01
Total Expenses		0.00	93,023.35	40,150.00	-52,873.35	231.69
Net Totals		0.00	-93,023.35	-40,150.00	52,873.35	231.69

Fund: 404 - TAX INCREMENTAL DISTRICT #4

Account Number		2025 December	2025 Actual 12/31/2025	2025 Budget	Budget Status	% of Budget
404-00-41110-000-000	Tax Increments - TID #4	0.00	1,070,340.82	1,372,900.00	-302,559.18	77.96
TAXES		0.00	1,070,340.82	1,372,900.00	-302,559.18	77.96
Total Revenues		0.00	1,070,340.82	1,372,900.00	-302,559.18	77.96

Fund: 404 - TAX INCREMENTAL DISTRICT #4

Account Number		2025 December	2025 Actual 12/31/2025	2025 Budget	Budget Status	% of Budget
404-00-51500-000-000	Professional Services-TID #4	0.00	368.56	0.00	-368.56	0.00
404-00-51510-000-000	Administrative Costs - TID #4	0.00	1,819.93	150.00	-1,669.93	1,213.29
GENERAL GOVERNMENT		0.00	2,188.49	150.00	-2,038.49	1,458.99
404-00-56700-700-000	Grant-Quattro Development LLC	0.00	865,195.61	0.00	-865,195.61	0.00
CONSERVATION AND DEVELOPMENT		0.00	865,195.61	0.00	-865,195.61	0.00
Total Expenses		0.00	867,384.10	150.00	-867,234.10	578,256.07
Net Totals		0.00	202,956.72	1,372,750.00	1,169,793.28	14.78

Fund: 405 - TAX INCREMENTAL DISTRICT #5

Account Number		2025 December	2025 Actual 12/31/2025	2025 Budget	Budget Status	% of Budget
405-00-49100-000-000	Proceeds from Debt	0.00	1,450,000.00	0.00	1,450,000.00	0.00
OTHER FINANCING SOURCES		0.00	1,450,000.00	0.00	1,450,000.00	0.00
Total Revenues		0.00	1,450,000.00	0.00	1,450,000.00	0.00

Fund: 405 - TAX INCREMENTAL DISTRICT #5

Account Number		2025 December	2025 Actual 12/31/2025	2025 Budget	Budget Status	% of Budget
405-00-51500-000-000	Professional Services-TID #5	5,396.32	125,060.37	0.00	-125,060.37	0.00
405-00-51510-000-000	Administrative Costs - TID #5	60.00	5,036.94	0.00	-5,036.94	0.00
GENERAL GOVERNMENT		5,456.32	130,097.31	0.00	-130,097.31	0.00
405-00-56700-000-000	Site Preparation - TID #5	0.00	576,176.31	0.00	-576,176.31	0.00
CONSERVATION AND DEVELOPMENT		0.00	576,176.31	0.00	-576,176.31	0.00
405-00-57200-000-000	Street Improvements - TID #5	0.00	1,271,805.68	0.00	-1,271,805.68	0.00
CAPITAL OUTLAY		0.00	1,271,805.68	0.00	-1,271,805.68	0.00
405-00-58290-000-000	G.O. Debt Interest - TID #5	0.00	32,441.67	27,530.00	-4,911.67	117.84
DEBT SERVICE		0.00	32,441.67	27,530.00	-4,911.67	117.84
Total Expenses		5,456.32	2,010,520.97	27,530.00	-1,982,990.97	7,303.02
Net Totals		-5,456.32	-560,520.97	-27,530.00	532,990.97	2,036.04

Fund: 406 - TAX INCREMENTAL DISTRICT #6

Account Number		2025 December	2025 Actual 12/31/2025	2025 Budget	Budget Status	% of Budget
406-00-41110-000-000	Tax Increments - TID #6	0.00	4,483.63	5,400.00	-916.37	83.03
TAXES		0.00	4,483.63	5,400.00	-916.37	83.03
Total Revenues		0.00	4,483.63	5,400.00	-916.37	83.03

Fund: 406 - TAX INCREMENTAL DISTRICT #6

Account Number		2025 December	2025 Actual 12/31/2025	2025 Budget	Budget Status	% of Budget
406-00-51500-000-000	Professional Services-TID #6	0.00	506.77	0.00	-506.77	0.00
406-00-51510-000-000	Administrative Costs - TID #6	0.00	1,819.93	1,000.00	-819.93	181.99
GENERAL GOVERNMENT		0.00	2,326.70	1,000.00	-1,326.70	232.67
Total Expenses		0.00	2,326.70	1,000.00	-1,326.70	232.67
Net Totals		0.00	2,156.93	4,400.00	2,243.07	49.02

Fund: 610 - WATER UTILITY

Account Number		2025 December	2025 Actual 12/31/2025	2025 Budget	Budget Status	% of Budget
610-00-41900-000-000	Interest Income	8,223.51	123,078.02	111,920.00	11,158.02	109.97
TAXES		8,223.51	123,078.02	111,920.00	11,158.02	109.97
610-00-46101-000-000	Residential Metered Sales	80,026.58	1,026,228.45	1,020,910.00	5,318.45	100.52
610-00-46102-000-000	Commercial Metered Sales	6,394.41	104,896.77	105,500.00	-603.23	99.43
610-00-46104-000-000	Public Authority Metered Sales	1,936.58	23,875.64	26,710.00	-2,834.36	89.39
610-00-46105-000-000	Multifamily Metered Sales	9,617.92	119,504.26	116,600.00	2,904.26	102.49
610-00-46106-000-000	Irrigation Metered Sales	0.00	0.00	270.00	-270.00	0.00
610-00-46200-000-000	Private Fire Protection Servic	1,620.00	19,439.27	19,100.00	339.27	101.78
610-00-46300-000-000	Public Fire Protection Service	18,982.16	224,709.28	219,840.00	4,869.28	102.21
PUBLIC CHARGES FOR SERVICES		118,577.65	1,518,653.67	1,508,930.00	9,723.67	100.64
610-00-47000-000-000	Forfeited Discounts	163.10	2,812.77	2,380.00	432.77	118.18
610-00-47400-000-000	Other Water Revenue	600.00	8,188.69	4,670.00	3,518.69	175.35
INTERGOV'T CHARGES FOR SERV		763.10	11,001.46	7,050.00	3,951.46	156.05
Total Revenues		127,564.26	1,652,733.15	1,627,900.00	24,833.15	101.53

Fund: 610 - WATER UTILITY

Account Number		2025 December	2025 Actual 12/31/2025	2025 Budget	Budget Status	% of Budget
610-00-57408-000-000	Taxes	0.00	1,544.19	70,360.00	68,815.81	2.19
610-00-57601-000-000	Purchased Water - COA / FC	238,395.36	756,298.24	861,290.00	104,991.76	87.81
610-00-57640-000-000	Operation Labor	12,561.02	118,430.78	108,000.00	-10,430.78	109.66
610-00-57641-000-000	Operation Supplies & Expenses	2,178.93	16,509.91	22,500.00	5,990.09	73.38
610-00-57651-000-000	Maintenance of Mains	0.00	16,926.74	15,000.00	-1,926.74	112.84
610-00-57652-000-000	Maintenance of Services	326.16	8,675.50	90,000.00	81,324.50	9.64
610-00-57653-000-000	Maintenance of Meters	0.00	4,564.73	7,000.00	2,435.27	65.21
610-00-57654-000-000	Maintenance of Hydrants	0.00	11,665.88	5,000.00	-6,665.88	233.32
610-00-57902-000-000	Accounting & Collecting Labor	5,758.65	56,504.25	63,000.00	6,495.75	89.69
610-00-57903-000-000	Supplies and Expenses	2,500.00	11,131.22	11,000.00	-131.22	101.19
610-00-57920-000-000	Admin & General Salaries	4,221.60	37,329.84	33,000.00	-4,329.84	113.12
610-00-57921-000-000	Office Supplies & Expenses	2,793.52	12,130.72	15,000.00	2,869.28	80.87
610-00-57923-000-000	Outside Services Employed	580.32	27,076.49	85,000.00	57,923.51	31.85
610-00-57924-000-000	Insurance Expense	0.00	9,946.55	13,750.00	3,803.45	72.34
610-00-57925-000-000	Payroll Tax - FICA	1,638.77	14,775.40	15,000.00	224.60	98.50
610-00-57926-000-000	Employee Pensions & Benefits	17,264.76	52,776.44	40,000.00	-12,776.44	131.94
610-00-57928-000-000	Regulatory Commission Expenses	0.00	0.00	2,000.00	2,000.00	0.00
610-00-57930-000-000	Miscellaneous General Expense	385.58	9,179.96	10,000.00	820.04	91.80
610-00-57933-000-000	Transportation Expense	438.64	4,388.11	4,710.00	321.89	93.17
610-00-57935-000-000	Maintenance of General Plant	190.00	3,545.52	6,000.00	2,454.48	59.09
610-00-57950-000-000	Depreciation Expense	0.00	0.00	235,530.00	235,530.00	0.00
CAPITAL OUTLAY		289,233.31	1,173,400.47	1,713,140.00	539,739.53	68.49
Total Expenses		289,233.31	1,173,400.47	1,713,140.00	539,739.53	68.49
Net Totals		-161,669.05	479,332.68	-85,240.00	-564,572.68	-562.33

Fund: 620 - SEWER UTILITY

Account Number		2025 December	2025 Actual 12/31/2025	2025 Budget	Budget Status	% of Budget
620-00-46221-000-000	Residential Measured Service	81,183.45	978,567.30	930,010.00	48,557.30	105.22
620-00-46222-000-000	Commercial Measured Service	6,911.98	106,550.17	105,060.00	1,490.17	101.42
620-00-46224-000-000	Public Authority Measured Srvc	3,019.11	32,736.43	27,580.00	5,156.43	118.70
620-00-46225-000-000	Multifamily Measured Service	11,182.48	137,968.41	136,100.00	1,868.41	101.37
PUBLIC CHARGES FOR SERVICES		102,297.02	1,255,822.31	1,198,750.00	57,072.31	104.76
620-00-47631-000-000	Forfeited Discounts	134.55	2,312.12	1,980.00	332.12	116.77
620-00-47635-000-000	Other Sewer Revenue	9,550.00	117,855.56	50,000.00	67,855.56	235.71
620-00-47640-000-000	Interest Income	15,578.17	201,574.17	176,640.00	24,934.17	114.12
INTERGOV'T CHARGES FOR SERV		25,262.72	321,741.85	228,620.00	93,121.85	140.73
Total Revenues		127,559.74	1,577,564.16	1,427,370.00	150,194.16	110.52

Fund: 620 - SEWER UTILITY

Account Number		2025 December	2025 Actual 12/31/2025	2025 Budget	Budget Status	% of Budget
620-00-57820-000-000	Supervision & Labor	13,085.10	120,450.28	130,000.00	9,549.72	92.65
620-00-57821-000-000	Fuel/Power Purchase - Pumping	2,447.96	21,040.32	26,660.00	5,619.68	78.92
620-00-57827-000-000	Operation Supplies & Expenses	971.80	8,861.75	17,500.00	8,638.25	50.64
620-00-57828-000-000	Transportation Expense	438.65	4,388.23	4,710.00	321.77	93.17
620-00-57829-000-000	Sewerage Treatment Charges	0.00	254,534.02	296,940.00	42,405.98	85.72
620-00-57831-000-000	Maintenance Sewage Collect Sys	103.01	35,166.17	115,000.00	79,833.83	30.58
620-00-57832-000-000	Maint Collection Syst Pumping	1,624.94	9,879.03	25,000.00	15,120.97	39.52
620-00-57834-000-000	Maintenance of General Plant	404.43	3,917.53	6,000.00	2,082.47	65.29
620-00-57840-000-000	Accounting & Collecting Labor	5,766.32	56,511.92	65,000.00	8,488.08	86.94
620-00-57850-000-000	Admin & General Salaries	4,221.60	37,329.84	35,000.00	-2,329.84	106.66
620-00-57851-000-000	Office Supplies & Expenses	2,824.04	16,733.39	27,500.00	10,766.61	60.85
620-00-57852-000-000	Outside Services Employed	2,837.78	30,789.36	85,000.00	54,210.64	36.22
620-00-57853-000-000	Insurance Expense	0.00	9,946.55	13,750.00	3,803.45	72.34
620-00-57854-000-000	Employee Pensions & Benefits	17,301.74	52,916.15	35,000.00	-17,916.15	151.19
620-00-57855-000-000	Payroll Tax - FICA	1,679.31	14,971.24	15,500.00	528.76	96.59
620-00-57856-000-000	Miscellaneous General Expense	2,767.75	14,285.64	10,000.00	-4,285.64	142.86
620-00-57870-000-000	NMSC Capital Charges-Int Exp	0.00	19,438.00	16,270.00	-3,168.00	119.47
620-00-57875-000-000	NMSC Capital Charges-Amort Exp	0.00	78,632.00	83,400.00	4,768.00	94.28
620-00-57950-000-000	Depreciation Expense	0.00	0.00	288,690.00	288,690.00	0.00
CAPITAL OUTLAY		56,474.43	789,791.42	1,296,920.00	507,128.58	60.90
Total Expenses		56,474.43	789,791.42	1,296,920.00	507,128.58	60.90
Net Totals		71,085.31	787,772.74	130,450.00	-657,322.74	603.89

Budget Comparison - Detail

Park Impact Fees	2025 Budget	2025 December	2025 Actual 12/31/2025	Budget Status	% of Budget
Beginning Fund Balance	**436,416.00**		**436,416.00**		
Revenues					
Park Impact Fee	150,000.00	9,261.00	228,352.44	78,352.44	152.23
Expenditures					
Capital Outlay - Park Impact	195,000.00	256.71	237,708.77	(42,708.77)	121.90
Ending Fund Balance	**391,416.00**		**427,059.67**		

Police Impact Fees	2025 Budget	2025 December	2025 Actual 12/31/2025	Budget Status	% of Budget
Beginning Fund Balance	**105,459.00**		**105,459.00**		
Revenues					
Police Impact Fees	9,000.00	1,616.04	17,341.79	8,341.79	192.69
Ending Fund Balance	**114,459.00**		**122,800.79**		

Transportation Impact Fees	2025 Budget	2025 December	2025 Actual 12/31/2025	Budget Status	% of Budget
Beginning Fund Balance	**-**		**-**		
Revenues					
Transportation Impact Fees	-	40,899.32	383,652.00	383,652.00	-
Ending Fund Balance	**-**		**383,652.00**		

Fire Impact Fees	2025 Budget	2025 December	2025 Actual 12/31/2025	Budget Status	% of Budget
Beginning Fund Balance	**894,872.00**		**894,872.00**		
Revenues					
Fire Impact Fees	80,000.00	12,670.17	120,411.74	40,411.74	150.51
Ending Fund Balance	**974,872.00**		**1,015,283.74**		

Storm Water Fees	2025 Budget	2025 December	2025 Actual 12/31/2025	Budget Status	% of Budget
Beginning Fund Balance	**369,052.00**		**369,052.00**		
Revenues					
Storm Water Utility Fees	450,000.00	(96.75)	484,957.54	34,957.54	107.77
Expenditures					
Storm Sewer Maint / Ponds	22,500.00	1,356.27	47,350.82	(24,850.82)	210.45
Pond Rip Rap	50,000.00	-	-	50,000.00	-
Stormwater Plan / Munic Fees	-	3,604.69	53,758.94	(53,758.94)	-
Storm Catch Basin Program	25,000.00	-	-	25,000.00	-
Cross Culvert Program	30,000.00	-	1,928.15	28,071.85	6.43
GIS Mapping	15,000.00	-	825.00	14,175.00	5.50
Capital Outlay - Storm Water	150,000.00	-	-	150,000.00	-
Ending Fund Balance	**526,552.00**		**750,146.63**		

Investment Overview

as of December 31, 2025

Village of HARRISON
WHERE OPPORTUNITY LIVES

VILLAGE INVESTMENTS				
Type of Account	Bank	Maturity	Interest Rate	Amount
Checking Accounts	Nicolet National Bank (Tax)		4.03%	$ 12,261,797.25
	Nicolet National Bank (Main Checking)		4.00%	$ 8,499,262.69
	Nicolet National Bank (GO Debt)		4.02%	$ 4,368,755.30
	Nicolet National Bank (GO Debt - DPW/Fire)		4.02%	$ 6,168,150.96
		TOTAL		$ 31,297,966.20
Money Market	Local Government Investment Pool		3.82%	$ 1,470,347.10
		TOTAL		$ 1,470,347.10
Investment Firm	Charles Schwab (CD's, Money Market, and Treasuries)	various	various	$ 3,860,152.01
		TOTAL		$ 3,860,152.01
		GRAND TOTAL		$ 36,628,465.31

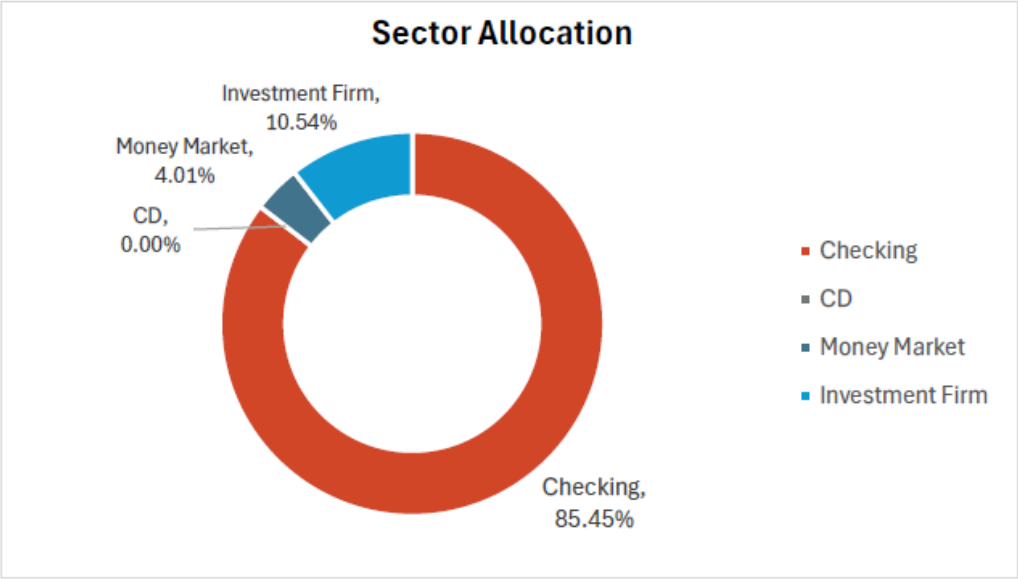
UTILITY INVESTMENTS				
Type of Account	Bank	Maturity	Interest Rate	Amount
Checking Accounts	Nicolet National Bank		4.02%	$ 2,992,126.47
	Community First Credit Union (Expenses)		0.40%	$ 11,322.81
		TOTAL		$ 3,003,449.28
Certificates of Deposit (CD)	Community First Credit Union (10 month)	8/31/2026	4.07%	$ 629,504.35
	State Bank of Chilton (13 month)	11/20/2026	3.96%	$ 513,255.05
		TOTAL		$ 1,142,759.40
Money Market	State Bank of Chilton		4.12%	$ 1,159,825.67
		TOTAL		$ 1,159,825.67
Investment Firm	Charles Schwab (CD's, Money Market, and Treasuries)	various	various	$ 2,899,149.67
		TOTAL		$ 2,899,149.6
		GRAND TOTAL		$ 8,205,184.02

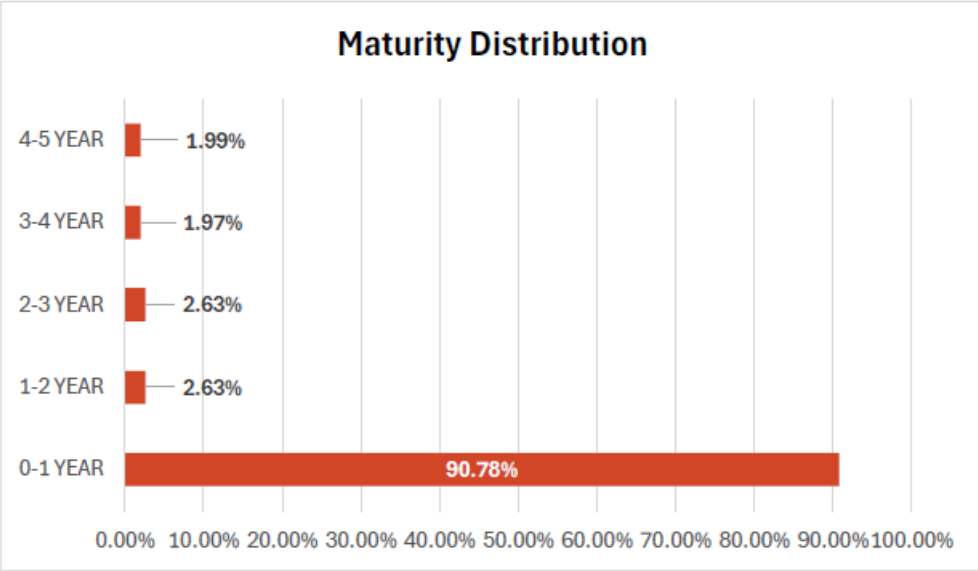
Investment Overview

as of December 31, 2025

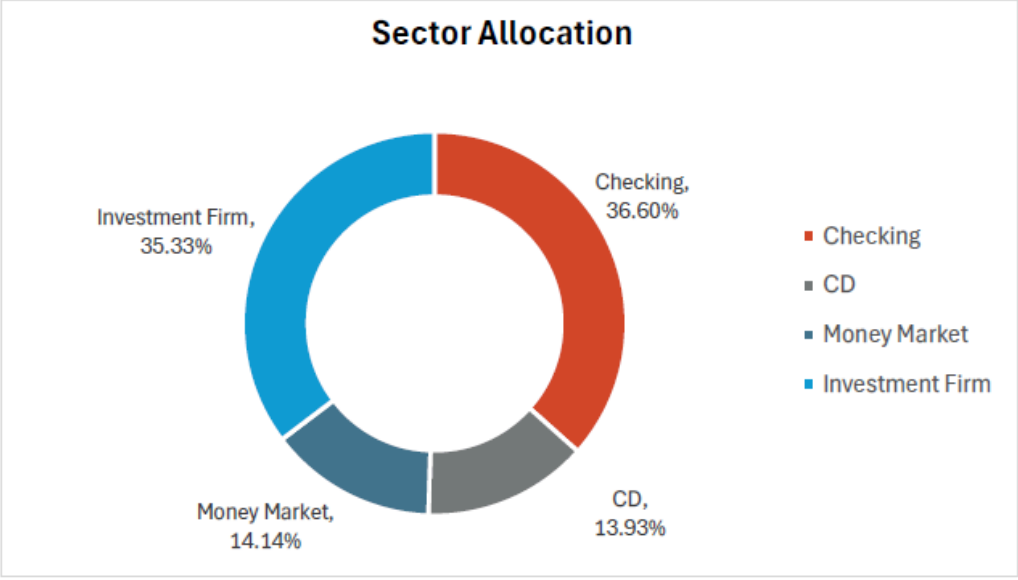
Village of HARRISON
WHERE OPPORTUNITY LIVES

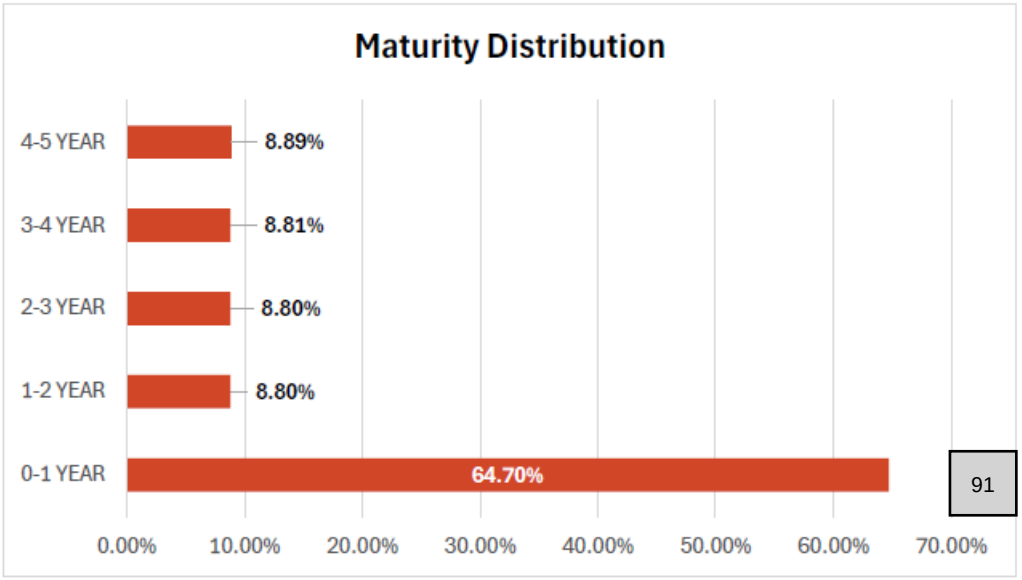
Village Investments





Utility Investments





Village of HARRISON
WHERE OPPORTUNITY LIVES

VILLAGE BOARD MEETING **VILLAGE OF HARRISON**

From: Chad Pelishek, Village Manager **Meeting Date:** 1/27/2026

Title: Public Works/ Engineering/Parks/Trails Report

Issue: None

Background and Additional Information:

1. Snowplow
2. Clean/Repair equipment
3. Snowplow
4. Snowplow
5. Clean/Repair equipment
6. Snowplow

Not much more this past month.

****Through great planning by Jeff Funk, Operations Manager and the his management team, we are in good supply of salt unlike other communities.**

Budget Impacts: None

Recommended Action: None
Attachments:

VILLAGE BOARD MEETING **VILLAGE OF HARRISON**

From:
Meghan Winkler, Clerk/HR Manager

Meeting Date:
January 27, 2026

Title:
Clerk/HR Manager Monthly Report

Recommended Action:
None.

Background and Additional Information:

- Three separate election training sessions were conducted in January: New Poll Worker Training, Badger Book Training, and Registration Training. An additional optional session on Absentee Processing is scheduled for later this month. These sessions were planned prior to confirming the need of a Primary Election. Since there will be no Primary Election in February, I plan to conduct at least one refresher training in March.

- I achieved the Wisconsin Certified Municipal Clerk's certification after completing the UWGB Clerk's Institute.

- Several interviews for the IT Manager position have been conducted, and we anticipate filling this role shortly.

- We have completed interviews for the Utility Superintendent position at Harrison Utilities and extended an offer to Jennifer Pagel, which has been accepted. Her start date is February 2, 2026.

Budget Impacts:
None

Attachments:
None

P:920.989.1062 F:920.989.1077 | W5298 State Road 114 • Harrison, WI 54952 | harrison-wi.org

Village of HARRISON
WHERE OPPORTUNITY LIVES

VILLAGE BOARD MEETING **VILLAGE OF HARRISON**

From: Jessi Flohr, Utilities Billing Clerk **Meeting Date:** 1/27/2026

Title: Harrison Utilities Monthly Report to the Board

Recommended Action: None

Background and Additional Information:

1. **2026 Meter Change, Clear Water Inspection, and Residential Cross Connection Survey Program:** The Department of Natural Resources (DNR) and Public Service Commission (PSC) require that utilities conduct programs to ensure safety and efficiency of water and sanitary sewer services. A key aspect of compliance with DNR and PSC regulations is the meter change, clear water inspection, and residential cross connection survey program. Harrison Utilities has elected to conduct the program whereby meters are replaced and inspections are conducted on a 20-year cycle, meaning that approximately 5% of customers (excluding meters larger than 1") are notified annually about the required appointment. Utilities Billing Clerk Jessi Flohr conducts the mailing of the notification letters and coordination of the appointment schedule. The 2026 program includes 150 customers. Grant Laue is working with McMahon and Jessi to integrate the Clear Water Connection form into GIS, to simplify the meter change out process.

2. **Neenah-Menasha Sewerage Commission (NMSC)**: Regular meeting of the NMSC was held on December 16th. Agendas and minutes for the meetings of the Neenah-Menasha Sewerage Commission are available at www.nmscwwtp.com.

3. **Permits Issued in December**:
   a. Sanitary Sewer Connection:

Area	Single Family & Duplex	Multi-Family	Commercial
Lakeshore (Harrison)	0	0	0
Lift Station #4 – Harrison	2	0	0
Lift Station #4 – Menasha	1	0	0
Lift Station #6 (Harrison)	3	0	0
Total	**6**	**0**	

   b. Sanitary Sewer & Watermain Permit: None

Budget Impacts: None

Attachments: None

Village of HARRISON
WHERE OPPORTUNITY LIVES

VILLAGE BOARD MEETING **VILLAGE OF HARRISON**

From: **Meeting Date:**

Alissa Van Eperen, Finance Director/Treasurer January 27, 2026

Title:

December 2025 Bills and Claims

Recommended Action:

Motion to Approve December's bills and claims for the Village and Harrison Utilities as presented.

Issue:

None.

Background and Additional Information:

Monthly Report

Budget Impacts:

Attachments:

- Village of Harrison December Check Register
- December Payroll Check Register
- Utilities December Check Register

NICOLET (INVESTORS) BANK VOH Accounting Checks

Posted From: 12/01/2025 From Account:
Thru: 12/31/2025 Thru Account:

Check Nbr	Check Date	Payee			Amount
EFT	12/03/2025	VOXTELESYS, LLC			
TRUNK UNLMTD SRVR HOST LOCALE911				Manual Check	
100-02-51400-400-006	Gen. Admin - Service Contracts				247.58
TRUNK UNLMTD SRVR HOST LOCALE911			643662		
				Total	247.58
EFT	12/02/2025	FSA DEPENDENT CARE ACCOUNT			
B BARLOW FSA DEP CARE REIMBURSEMENT				Manual Check	
100-00-21045-000-000	Health Insurance Payable				192.30
B BARLOW FSA DEP CARE REIMBURSEMENT					
100-00-21045-000-000	Health Insurance Payable				1,500.00
G LAUE FSA DEP CARE REIMBURSEMENT					
				Total	1,692.30
EFT	12/01/2025	DELTA DENTAL			
HWY DEPT DEC				Manual Check	
100-09-53311-200-000	Hwy Dept - Benefits				842.89
HWY DEPT DEC			2446504		
100-02-51400-200-000	Gen. Admin - Benefits				560.82
CLERK MANAGER OFFICE ASST DEC			2446504		
100-01-51101-200-000	Planning - Benefits				0.00
PLANNER DEC			2446504		
100-06-52200-200-000	Fire Dept - Benefits				241.14
FIRE DEC			2446504		
100-00-52400-201-000	Inspections - Benefits				120.57
BLDG INSP DEC			2446504		
100-00-14500-000-000	Due from Harrison Utilities				441.35
UTILITIES DEC 2025 DELTA DENTAL			995891		
				Total	2,206.77
EFT	12/02/2025	MERCHANT CHOICE CARD SERVICES			
11/1 -11/30 CREDIT CARD PROCESSING FEES				Manual Check	
100-02-51400-400-006	Gen. Admin - Service Contracts				22.71
11/1 -11/30 CREDIT CARD PROCESSING FEES					
				Total	22.71
EFT	12/04/2025	GARNISHMENT - PAYROLL			
VILLAGE GARNISHMENT PAYROLL 12/4/25				Manual Check	
100-00-21050-000-000	Garnishment Deductions Payable				92.31
VILLAGE GARNISHMENT PAYROLL 12/4/25					

NICOLET (INVESTORS) BANK VOH Accounting Checks

Posted From: 12/01/2025 From Account:
Thru: 12/31/2025 Thru Account:

Check Nbr	Check Date	Payee		Amount
			Total	92.31
EFT	12/04/2025	WI DEFERRED COMP		
UTILITIES DEF COMP PAYROLL 12/4/25			Manual Check	
100-00-21525-000-000		Wisc Deferred Comp Payable		430.00
UTILITIES DEF COMP PAYROLL 12/4/25				
100-00-21525-000-000		Wisc Deferred Comp Payable		775.00
VILLAGE DEF COMP PAYROLL 12/4/25				
100-00-21525-000-000		Wisc Deferred Comp Payable		513.00
VILLAGE ROTH PAYROLL 12/4/25				
			Total	1,718.00
EFT	12/08/2025	INTERNAL REVENUE SERVICE-PAYROLL TAXES		
EMPLOYEE SOCIAL SECURITY 12/4/25			Manual Check	
100-00-21020-000-000		Social Security Taxes Payable		4,547.01
EMPLOYEE SOCIAL SECURITY 12/4/25				
100-00-21020-000-000		Social Security Taxes Payable		1,063.39
EMPLOYEE MEDICARE 12/4/25				
100-00-21020-000-000		Social Security Taxes Payable		4,547.01
EMPLOYER LIABILITY SOCIAL SEC 12/4/25				
100-00-21020-000-000		Social Security Taxes Payable		1,063.39
EMPLOYER LIABILITY MEDICARE 12/4/25				
100-00-21030-000-000		U.S. Withholding Taxes Payable		6,069.80
FED INCOME TAXES 12/4/25				
			Total	17,290.60
EFT	12/08/2025	GFC LEASING - WI		
COVERAGE PERIOD 12/05/25 - 1/04/26			Manual Check	
100-02-51400-400-006		Gen. Admin - Service Contracts		274.96
COVERAGE PERIOD 12/05/25 - 1/04/26		I01071249		
			Total	274.96
EFT	12/09/2025	WI DEPT OF REVENUE-PAYROLL TAXES		
STATE TAXES WT-6 FOR PAYROLL 11/20/25			Manual Check	
100-00-21040-000-000		State Withholding Tax Payable		2,696.98
STATE TAXES WT-6 FOR PAYROLL 11/20/25				
			Total	2,696.98
EFT	12/10/2025	UNITED HEALTHCARE		
SHOP DEC 2025 HEALTH INSURANCE			Manual Check	

NICOLET (INVESTORS) BANK VOH Accounting Checks

Posted From: 12/01/2025 From Account:
Thru: 12/31/2025 Thru Account:

Check Nbr	Check Date	Payee		Amount
100-09-53311-200-000		Hwy Dept - Benefits		13,239.47
SHOP DEC 2025 HEALTH INSURANCE			890632482393	
100-02-51400-200-000		Gen. Admin - Benefits		9,759.15
OFFICE DEC 2025 HEALTH INSURANCE			890632482393	
100-01-51101-200-000		Planning - Benefits		0.00
PLANNER DEC 2025 HEALTH INSURANCE			890632482393	
100-06-52200-200-000		Fire Dept - Benefits		4,296.91
FIRE DEC 2025 HEALTH INSURANCE			890632482393	
100-00-52400-201-000		Inspections - Benefits		1,761.56
BLDG INSP DEC 2025 HEALTH INSURANCE			890632482393	
100-00-14500-000-000		Due from Harrison Utilities		5,747.93
UTILITIES DEC 2025 HEALTH INSURANCE			890632482393	
			Total	34,805.02
EFT	12/09/2025	CHARTER COMMUNICATIONS- 97501		
SERVICE PERIOD 11/24/25-12/23/25			Manual Check	
100-02-51400-400-006		Gen. Admin - Service Contracts		131.99
SERVICE PERIOD 11/24/25-12/23/25			152897501112125	
			Total	131.99
EFT	12/09/2025	CHARTER COMMUNICATIONS- 78701		
ACC 153078701 SERVICE 11/24/25-12/23/25			Manual Check	
100-02-51400-400-006		Gen. Admin - Service Contracts		479.99
ACC 153078701 SERVICE 11/24/25-12/23/25			153078701112125	
			Total	479.99
EFT	12/09/2025	CHARTER COMMUNICATIONS- 78401		
SERVICE PERIOD 11/24/25-12/23/25			Manual Check	
100-02-51400-400-006		Gen. Admin - Service Contracts		119.99
SERVICE PERIOD 11/24/25-12/23/25			153078401112125	
			Total	119.99
EFT	12/18/2025	GARNISHMENT - PAYROLL		
VILLAGE GARNISHMENT PAYROLL 12/18/25			Manual Check	
100-00-21050-000-000		Garnishment Deductions Payable		92.31
VILLAGE GARNISHMENT PAYROLL 12/18/25				
			Total	92.31
EFT	12/15/2025	CHARTER COMMUNICATIONS- 82914		
INTERNET SERVICE PERIOD 11/25-12/24			Manual Check	

NICOLET (INVESTORS) BANK VOH Accounting Checks

Posted From: 12/01/2025 From Account:
Thru: 12/31/2025 Thru Account:

Check Nbr	Check Date	Payee		Amount
100-00-55200-000-000	Parks - Maint. and Utilities			109.99
INTERNET SERVICE PERIOD 11/25-12/24		82914112525		
			Total	109.99
EFT	12/16/2025	VERIZON WIRELESS		
IPAD FOR STATION 60			Manual Check	
100-06-52200-500-022	Fire Dept - Telephone			10.17
IPAD FOR STATION 60		6129523484		
100-06-52200-500-022	Fire Dept - Telephone			10.17
IPAD FOR STATION 70		6129523484		
100-06-52200-500-022	Fire Dept - Telephone			27.65
PLAN ACCOUNT CHARGES 11/27-12/26		6129523484		
			Total	47.99
EFT	12/16/2025	GORDON FLESCH CO INC		
BILL PERIOD 11/4-12/2/25 IMAGES			Manual Check	
100-02-51400-400-006	Gen. Admin - Service Contracts			329.20
BILL PERIOD 11/4-12/2/25 IMAGES		IN15418729		
			Total	329.20
EFT	12/16/2025	FSA DEPENDENT CARE ACCOUNT		
B BARLOW FSA DEP CARE REIMBURSEMENT			Manual Check	
100-00-21045-000-000	Health Insurance Payable			192.30
B BARLOW FSA DEP CARE REIMBURSEMENT				
			Total	192.30
EFT	12/18/2025	WI DEFERRED COMP		
UTILITIES DEF COMP PAYROLL 12/18/25			Manual Check	
100-00-21525-000-000	Wisc Deferred Comp Payable			430.00
UTILITIES DEF COMP PAYROLL 12/18/25				
100-00-21525-000-000	Wisc Deferred Comp Payable			775.00
VILLAGE DEF COMP PAYROLL 12/18/25				
100-00-21525-000-000	Wisc Deferred Comp Payable			513.00
VILLAGE ROTH PAYROLL 12/18/25				
			Total	1,718.00
EFT	12/22/2025	INTERNAL REVENUE SERVICE-PAYROLL TAXES		
EMPLOYEE SOCIAL SECURITY 12/18/25			Manual Check	
100-00-21020-000-000	Social Security Taxes Payable			4,912.27
EMPLOYEE SOCIAL SECURITY 12/18/25				

NICOLET (INVESTORS) BANK VOH Accounting Checks

Posted From: 12/01/2025 From Account:
Thru: 12/31/2025 Thru Account:

Check Nbr	Check Date	Payee		Amount
100-00-21020-000-000		Social Security Taxes Payable		1,148.81
EMPLOYEE MEDICARE 12/18/25				
100-00-21020-000-000		Social Security Taxes Payable		4,912.27
EMPLOYER LIABILITY SOCIAL SEC 12/18/25				
100-00-21020-000-000		Social Security Taxes Payable		1,148.81
EMPLOYER LIABILITY MEDICARE 12/18/25				
100-00-21030-000-000		U.S. Withholding Taxes Payable		7,031.55
FED INCOME TAXES 12/18/25				
			Total	19,153.71
EFT	12/22/2025	HARRISON UTILITIES		
ACCOUNT 000-2781-00 BILL 10/21-11/19			Manual Check	
100-06-52200-500-023		Fire Dept - Water/Sewer		73.89
ACCOUNT 000-2781-00 BILL 10/21-11/19				
			Total	73.89
EFT	12/23/2025	WI DEPT OF REVENUE-PAYROLL TAXES		
STATE TAXES WT-6 FOR PAYROLL 12/4/25			Manual Check	
100-00-21040-000-000		State Withholding Tax Payable		3,103.82
STATE TAXES WT-6 FOR PAYROLL 12/4/25				
			Total	3,103.82
EFT	12/24/2025	UNEMPLOYMENT INSURANCE		
BENEFIT CHARGES NOVEMBER			Manual Check	
100-02-51400-200-000		Gen. Admin - Benefits		1,480.00
BENEFIT CHARGES NOVEMBER				
			Total	1,480.00
EFT	12/26/2025	VILLAGE OF HARRISON TREASURER- TAX COLLECTION		
PARCEL 39138 TAXES N9266 CTY N COMMERCE			Manual Check	
405-00-51510-000-000		Administrative Costs - TID #5		60.00
PARCEL 39138 TAXES N9266 CTY N COMMERCE				
100-09-53311-505-000		Hwy Dept - Building Maint		15.00
PARCEL 40124 VILLAGE HALL POWTS WELL FEE				
230-00-53441-200-000		Stormwater Plan / Munic Fees		2.46
PARCEL 46006 TAXES JEWEL BOX EST OUTLOT2				
230-00-53441-200-000		Stormwater Plan / Munic Fees		12.23
PARCEL 46004 TAXES JEWEL BOX EST OUTLOT1				
100-02-51400-400-000		Gen. Admin - Supplies		1.00
VOH ONLINE TAX PAYMENTS SERVICE FEE				

NICOLET (INVESTORS) BANK VOH Accounting Checks

Posted From: 12/01/2025 From Account:
Thru: 12/31/2025 Thru Account:

Check Nbr	Check Date	Payee		Amount
			Total	90.69
EFT	12/30/2025	PITNEY BOWES GLOBAL FINANCIAL SERV-METER INV		
POSTAGE METER 9/30/25 - 12/29/25			Manual Check	
100-02-51400-400-006	Gen. Admin - Service Contracts			365.26
POSTAGE METER 9/30/25 - 12/29/25		3321666784		
100-00-14500-000-000	Due from Harrison Utilities			40.58
POSTAGE METER UTILITIES 9/30/25-12/29/25		3321666784		
			Total	405.84
EFT	12/30/2025	FSA DEPENDENT CARE ACCOUNT		
B BARLOW FSA DEP CARE REIMBURSEMENT			Manual Check	
100-00-21045-000-000	Health Insurance Payable			192.30
B BARLOW FSA DEP CARE REIMBURSEMENT				
			Total	192.30
16751	12/23/2025	MADISON BLAKESLEE		
VOID CK 16751 8/20/25 NOT RECEIVED			Manual Check	
100-00-44110-000-000	Operators Licenses			-35.00
VOID-REFUND 1YR BARTEND LICENSE-PAID 2X				
			Total	-35.00
16998	12/11/2025	MICHAEL SWIFT		
STOP PAY - NOT RECEIVED			Manual Check	
100-00-21060-000-000	Building Escrows Payable			-1,500.00
GRADING ESCROW RETURN W5955 EDGEWOOD				
			Total	-1,500.00
17122	12/10/2025	ACCURATE FULL SERVICE VEHICLE CENTER		
2513920				
100-06-52200-600-000	Fire Dept - Vehicle Maint.			1,098.32
FROM 12/4 TENDER 64 ALIGNMENT		2513920		
			Total	1,098.32
17123	12/10/2025	AMAZON CAPITAL SERVICES		
1D3Q-6TMT-9L7M				
100-06-52200-305-000	Fire Dept - Training/Mem			516.96
FROM 11/24 FIRE OFFICER PRINC & PRAC		1D3Q-6TMT-9L7M		
			Total	516.96

NICOLET (INVESTORS) BANK VOH Accounting Checks

Posted From: 12/01/2025 From Account:
Thru: 12/31/2025 Thru Account:

Check Nbr	Check Date	Payee			Amount
17124	12/10/2025	AMAZON CAPITAL SERVICES 1V96VPCGXCL6,1LDWMW46P9J6,14NYQ3JQ7TJK			
100-09-53311-400-000	Hwy Dept - Supplies				32.24
	FROM 11/26 CARBONLESS BILL BOOK		1V96-VPCG-XCL6		
100-02-51400-400-000	Gen. Admin - Supplies				401.79
	FROM 11/26 ENVELOPE MOISTENER, WREATHS		1V96-VPCG-XCL6		
100-02-51400-400-000	Gen. Admin - Supplies				24.67
	FROM 12/1 BINDING SPINES		1LDW-MW46-P9J6		
100-02-51400-400-000	Gen. Admin - Supplies				68.94
	FROM 12/1 W2 ENVELOPES		14NY-Q3JQ-7TJK		
				Total	527.64
17125	12/10/2025	ARING EQUIPMENT CO INC 919919, 919979			
100-09-53311-700-000	Hwy Dept - Equip Maintenance				297.03
	FROM 11/24 VOLVO L90 HEADLAMP, WIRE HARN 919919				
100-09-53311-700-000	Hwy Dept - Equip Maintenance				214.28
	FROM 11/25 VOLVO L90 WORK LAMPS		919979		
				Total	511.31
17126	12/10/2025	AUTO VALUE INV 104001309, 104001382 ACCT 10400503			
100-09-53311-600-600	Hwy Dept - Vehicle Maintenance				119.52
	FROM 12/1 OIL		104001309		
100-06-52200-400-000	Fire Dept - Supplies/Services				4.70
	FROM 12/1 MINI LAMP		104001382		
				Total	124.22
17127	12/10/2025	BIRSCHBACH INSPECTION SERVICE INC BUILDING INSPECTIONS FOR NOV 2025			
100-00-52400-000-000	Building Inspector - Contract				16,152.68
	BUILDING INSPECTIONS FOR NOV 2025				
				Total	16,152.68
17128	12/10/2025	C & R PUMPERS INC I51636			
100-00-55200-000-000	Parks - Maint. and Utilities				390.00
	FR 11/21 PORTABLE TOLIETS FARMERS FIELD		I51636		
				Total	390.00

NICOLET (INVESTORS) BANK VOH Accounting Checks

Posted From: 12/01/2025 From Account:
Thru: 12/31/2025 Thru Account:

Check Nbr	Check Date	Payee		Amount
17129	12/10/2025	CALNIN & GOSS LLC		
500244-0001				
400-00-57330-000-000		Capital Outlay - Road Projects		10,117.96
		FR11/24 DITCH PAN INSTALL CHRISTOPHER LN 500244-0001		
			Total	10,117.96
17130	12/10/2025	CARSTENS ACE HARDWARE		
286782				
100-09-53311-400-000		Hwy Dept - Supplies		15.29
		FROM 12/3 EXTENSION CORD 286782		
			Total	15.29
17131	12/10/2025	CORPORATE NETWORK SOLUTIONS, INC		
9710,968,119,498,818,43,990,1071,138,171				
100-02-51400-400-006		Gen. Admin - Service Contracts		5,618.75
		FROM 12/1 SUPPORT BLOCK 81071		
100-02-51400-400-006		Gen. Admin - Service Contracts		81.00
		FROM 6/30 DUO SECURITY MONTHLY SUB-27 79710		
100-02-51400-400-006		Gen. Admin - Service Contracts		81.00
		FROM 7/31 DUO SECURITY MONTHLY SUB-27 79968		
100-02-51400-400-006		Gen. Admin - Service Contracts		168.00
		FR 8/31 DUO SECURITY MONTHLY SUB-28 2 MO 80119		
100-02-51400-400-006		Gen. Admin - Service Contracts		84.00
		FROM 9/30 DUO SECURITY MONTHLY SUB-28 80498		
100-02-51400-400-006		Gen. Admin - Service Contracts		84.00
		FROM 10/31 DUO SECURITY MONTHLY SUB-28 80843		
100-02-51400-400-006		Gen. Admin - Service Contracts		40.00
		10/31 NINJAONE REMOTE MONITR-SERVR-4 OCT 80818		
100-02-51400-400-006		Gen. Admin - Service Contracts		25.00
		FROM 11/20 GO DADDY DOMAIN RENEWAL 1 YR 80990		
100-02-51400-400-006		Gen. Admin - Service Contracts		84.00
		FROM 11/30 DUO SECURITY MONTHLY SUB-28 81138		
100-02-51400-400-006		Gen. Admin - Service Contracts		40.00
		11/30 NINJAONE REMOTE MONITR-SERVR-4 NOV 81171		
			Total	6,305.75
17132	12/10/2025	FACTORY MOTOR PARTS		
18-Z34743				

NICOLET (INVESTORS) BANK VOH Accounting Checks

Posted From: 12/01/2025 From Account:
Thru: 12/31/2025 Thru Account:

Check Nbr	Check Date	Payee		Amount
100-09-53311-400-000	Hwy Dept - Supplies			86.16
FROM 12/1/25 BATTERIES		18-Z34743		
			Total	86.16
17133	12/10/2025	FOX VALLEY TECHNICAL COLLEGE		
CI022320, CI022385 SPONSOR SP4329				
100-06-52200-305-000	Fire Dept - Training/Mem			160.00
FIREFGHTR II CLANCY, FIRE INSPECT I FINK				
			Total	160.00
17134	12/10/2025	GFL ENVIRONMENTAL		
U30000206899				
100-00-53620-000-000	Refuse and Garbage Services			79.00
COMMUNITY PARK TRASH PICKUP DEC		U30000206899		
			Total	79.00
17135	12/10/2025	GFL ENVIRONMENTAL		
U30000207082				
100-00-53620-000-000	Refuse and Garbage Services			35,047.88
RES TRASH FOR NOV		U30000207082		
100-00-53635-000-000	Recycling Services			23,335.90
RES RECYCLING FOR NOV		U30000207082		
100-00-53620-000-000	Refuse and Garbage Services			89.59
COMMERCIAL TRASH DUMPSTER VHALL NOV		U30000207082		
100-00-53635-000-000	Recycling Services			61.13
COMMERCIAL RECYCLING DUMPSTER VHALL NOV		U30000207082		
100-00-53620-000-000	Refuse and Garbage Services			0.00
DAMAGED CARTS		N/A		
100-00-53620-000-000	Refuse and Garbage Services			0.00
FUEL SURCHARGE RESIDENT PICKUP		NA		
100-00-53620-000-000	Refuse and Garbage Services			32.72
FUEL SURCHARGE VILLAGE HALL PICKUP		U30000207082		
100-00-53620-000-000	Refuse and Garbage Services			0.00
CONTAMINATION CHRG		NA		
100-00-53620-000-000	Refuse and Garbage Services			0.00
EXTRA PICKUP		NA		
100-00-53620-000-000	Refuse and Garbage Services			4,255.30
FALL YARD PICKUP		U30000207082		

NICOLET (INVESTORS) BANK VOH Accounting Checks

Posted From: 12/01/2025 From Account:
Thru: 12/31/2025 Thru Account:

Check Nbr	Check Date	Payee		Amount
100-00-53620-000-000	Refuse and Garbage Services			0.00
BULKY ITEM PICKUP -		NA		
100-00-53620-000-000	Refuse and Garbage Services			0.00
SPRING YARD PICKUP		NA		
100-00-53620-000-000	Refuse and Garbage Services			0.00
BULKY ITEM PICKUP -		NA		
100-00-53620-000-000	Refuse and Garbage Services			0.00
BULKY ITEM PICKUP -		NA		
100-00-53620-000-000	Refuse and Garbage Services			0.00
BULKY ITEM PICKUP -		NA		
			Total	62,822.52
17136	12/10/2025	GLATFELTER SPECIALTY BENEFITS		
POLICY 993100831				
100-06-52200-210-000	Fire Dept - Retirement			33,063.16
FIRE DEPARTMENT & EMS RETIREMENT				
			Total	33,063.16
17137	12/10/2025	GOVERNMENT FORMS AND SUPPLIES		
358392				
100-02-51400-400-000	Gen. Admin - Supplies			244.62
FROM 11/30/25 CHECKS VOH NICOLET		358392		
			Total	244.62
17138	12/10/2025	HYDROCLEAN EQUIPMENT INC		
33904				
100-09-53311-700-000	Hwy Dept - Equip Maintenance			626.71
FROM 11/24 REMOTE BOX WITH SWITCH-LANDA		33904		
			Total	626.71
17139	12/10/2025	JEFFERSON FIRE & SAFETY		
IN334275				
100-06-52200-305-000	Fire Dept - Training/Mem			400.00
FIRECRAFT SENSIT CERT MAJEWSKI,LANCASTER IN334275				
			Total	400.00
17140	12/10/2025	KAATS WATER CONDITIONING INC		
66811TO, 67113TO, MS17663				
100-09-53311-400-000	Hwy Dept - Supplies			30.27
CHARGES FROM 11/4/25		66811TO		

NICOLET (INVESTORS) BANK VOH Accounting Checks

Posted From: 12/01/2025 From Account:
Thru: 12/31/2025 Thru Account:

Check Nbr	Check Date	Payee			Amount
100-09-53311-400-000	Hwy Dept - Supplies				34.00
CHARGES FROM 11/18/25			67113TO		
100-02-51400-400-000	Gen. Admin - Supplies				15.00
FROM 11/30 COLD SPIGOT			MS17663		
				Total	79.27
17141	12/10/2025	KLINK HYDRAULICS LLC			
942894, TV1551					
100-09-53311-505-000	Hwy Dept - Building Maint				120.00
FROM 11/26/25 SOAP			942894		
100-09-53311-400-000	Hwy Dept - Supplies				76.50
FROM 11/25 ADAPTER, SEALER, TAPE			TV1551		
				Total	196.50
17142	12/10/2025	KRAUS SNOWPLOWS AND EQUIPMENT			
42190					
100-09-53311-700-000	Hwy Dept - Equip Maintenance				797.09
FROM 12/1/25 GEARBOX/ACTUATOR, BEARING			42190		
				Total	797.09
17143	12/10/2025	L & S TRUCK CENTER			
426996, 427035					
100-09-53311-600-600	Hwy Dept - Vehicle Maintenance				836.02
FR 11/21 2007 STERLING TAILGATE REPAIR			426996		
100-09-53311-600-600	Hwy Dept - Vehicle Maintenance				233.38
FR 11/26 2007 STERLING REAR LIGHT REPAIR			427035		
				Total	1,069.40
17144	12/10/2025	LEXINGTON HOMES INC			
ESCROW RETURNS N9315 & N9320 GEMSTONE					
100-00-21060-000-000	Building Escrows Payable				1,500.00
ESCROW RETURN N9315 GEMSTONE					
100-00-21060-000-000	Building Escrows Payable				1,500.00
ESCROW RETURN N9320 GEMSTONE					
				Total	3,000.00
17145	12/10/2025	LINDE GAS & EQUIPMENT INC			
53392038					
100-09-53311-400-000	Hwy Dept - Supplies				53.03
FROM 11/22/25 CYLINDER RENT			53392038		

NICOLET (INVESTORS) BANK VOH Accounting Checks

Posted From: 12/01/2025 From Account:
Thru: 12/31/2025 Thru Account:

Check Nbr	Check Date	Payee		Amount
			Total	53.03
17146	12/10/2025	LISOWE OIL DIV OF ADVANCED FUEL SERV		
80725, 80752				
100-09-53311-600-030	Hwy Dept - Fuel			2,356.69
FROM 11/27/25		80725		
100-09-53311-600-030	Hwy Dept - Fuel			2,698.76
FROM 12/2/25		80752		
			Total	5,055.45
17147	12/10/2025	MCMAHON		
603917, 941424, 941470				
400-00-57190-000-000	Capital Outlay - Genr'l Govt			4,713.50
VILLAGE HALL OFFICE RENOVATION STUDY		603917		
230-00-53441-200-000	Stormwater Plan / Munic Fees			2,530.00
GIS UPDATES		941424		
100-00-53441-100-000	Illicit Discharge Program			1,241.74
2025 ILLICIT DISCHARGE		941470		
			Total	8,485.24
17148	12/10/2025	MENARDS-APPLETON EAST		
85986, 86096				
100-09-53311-400-000	Hwy Dept - Supplies			222.33
FROM 11/24 SOAP, SWIVEL CASTER, TRASHCAN		85986		
100-09-53311-600-600	Hwy Dept - Vehicle Maintenance			35.88
FROM 11/26 ANTIFREEZE		86096		
			Total	258.21
17149	12/10/2025	MGD INDUSTRIAL CORPORATION		
242336				
100-09-53311-400-000	Hwy Dept - Supplies			119.38
FR 11/10 CLEANER,SCREWS,WASHERS,CABLE TY		242336		
			Total	119.38
17150	12/10/2025	MONROE TRUCK EQUIPMENT, INC		
858762				
100-09-53311-600-600	Hwy Dept - Vehicle Maintenance			108.90
FROM 11/25 BUYERS BLADE GUIDE SET		858762		
			Total	108.90

NICOLET (INVESTORS) BANK VOH Accounting Checks

Posted From: 12/01/2025 From Account:
Thru: 12/31/2025 Thru Account:

Check Nbr	Check Date	Payee		Amount
17151	12/10/2025	NATURAL SOLUTIONS LLC 13485, 13486, 13487, 13542, 13543		
100-00-55200-000-000	Parks - Maint. and Utilities FROM 10/10 WOODCHIP INSTALL CLOVER RIDGE 13485			2,475.00
100-00-55200-000-000	Parks - Maint. and Utilities FROM 10/10 WOODCHIP INSTALL DARBOY PARK 13486			585.00
100-00-55200-000-000	Parks - Maint. and Utilities FROM 10/10 WOODCHIP INSTALL DOGWOOD PARK 13487			2,025.00
100-00-55200-000-000	Parks - Maint. and Utilities FROM 11/17 WOODCHIP INSTALL HAA 13542			2,700.00
100-00-55200-000-000	Parks - Maint. and Utilities FROM 11/17 WOODCHIP INSTALL DARBOY PK 13543			2,250.00
			Total	10,035.00
17152	12/10/2025	NORTHWOODS FIRE PROTECTION 51779		
100-06-52200-400-000	Fire Dept - Supplies/Services FROM 11/24/25 ABC 51779			271.50
			Total	271.50
17153	12/10/2025	POTTER BUILDING SUPPLY 19172		
100-09-53315-902-000	Hwy Dept - Signs FROM 11/25/25 SIGN POSTS 19172			130.50
			Total	130.50
17154	12/10/2025	QUALITY TRUCK CARE CENTER INC R104027621:01, R104027674:01		
100-09-53311-600-600	Hwy Dept - Vehicle Maintenance FR 11/24/25 2017 WESTERN STAR ENG REPAIR R104027621:01			1,186.73
100-09-53311-600-600	Hwy Dept - Vehicle Maintenance FR 12/3 2023 WESTERN STAR BATTERY REPAIR R104027674:01			1,147.15
			Total	2,333.88
17155	12/10/2025	ROBERT W BAIRD & CO PF-25020201		
100-02-51400-400-006	Gen. Admin - Service Contracts 2025 DISSEMINATION AGENT SERVICES PF-25020201			1,250.00
			Total	1,250.00

NICOLET (INVESTORS) BANK VOH Accounting Checks

Posted From: 12/01/2025 From Account:
Thru: 12/31/2025 Thru Account:

Check Nbr	Check Date	Payee		Amount
17156	12/10/2025	RUCON CONSTRUCTION INC		
ESCROW RETURN N8823 BRAY				
100-00-21060-000-000	Building Escrows Payable			1,500.00
ESCROW RETURN N8823 BRAY				
			Total	1,500.00
17157	12/10/2025	SERVICEMASTER BUILDING MAINTENANCE		
48117				
100-02-51400-400-006	Gen. Admin - Service Contracts			1,355.00
FROM 12/1/25 JANITORIAL DEC 48117				
100-02-51400-400-006	Gen. Admin - Service Contracts			461.54
NOV ADDTL SHOP, WINDOWS, REFINISH FLOORS 48117				
			Total	1,816.54
17158	12/10/2025	SHERWOOD WATER & SEWER		
000-3055-00, 000-3050-00				
100-06-52200-500-023	Fire Dept - Water/Sewer			179.50
ACCOUNT NUMBER 000-3055-00 STATION 60				
100-06-52200-500-023	Fire Dept - Water/Sewer			84.07
ACCOUNT NUMBER 000-3050-00 TOWN				
			Total	263.57
17159	12/10/2025	SILVERTREE HOMES LLC		
ESCROW RETURN W5851 DELTA				
100-00-21060-000-000	Building Escrows Payable			1,500.00
ESCROW RETURN W5851 DELTA				
			Total	1,500.00
17160	12/10/2025	TECC SECURITY SYSTEMS INC		
66839				
100-00-52100-000-000	Law Enforcement - Contract			3,111.60
FR 12/5 OFFICER OFFICE, EVIDENCE/LOCKER 66839				
			Total	3,111.60
17161	12/10/2025	THE ELITE GROUP		
INV 486750, ORDER 485721				
100-00-51100-400-000	Village Board-Supplies			171.67
FROM 12/3/25 ORDER #485721 BOARD SHIRTS 486750				
			Total	171.67

NICOLET (INVESTORS) BANK VOH Accounting Checks

Posted From: 12/01/2025 From Account:
Thru: 12/31/2025 Thru Account:

Check Nbr	Check Date	Payee		Amount
17162	12/10/2025	TRUCK EQUIPMENT INC		
1174421-00, 1174499-00, 1174648-00				
100-09-53311-700-000	Hwy Dept - Equip Maintenance			831.08
FROM 11/21/25 GREEN/AMBER LIGHTS		1174421-00		
100-09-53311-700-000	Hwy Dept - Equip Maintenance			128.00
FROM 11/24 LED STOP/TAIL/TURN W/ADAPTERS		1174499-00		
100-09-53311-700-000	Hwy Dept - Equip Maintenance			370.00
FROM 11/25 TRK 17 SPINNER MOTOR, SCREWS		1174648-00		
			Total	1,329.08
17163	12/10/2025	ULINE		
201282128				
100-06-52200-400-000	Fire Dept - Supplies/Services			65.17
FROM 12/2 SQUARE PAILS AND LIDS		201282128		
			Total	65.17
17164	12/10/2025	W.S. DARLEY & CO		
17573090				
100-06-52200-400-000	Fire Dept - Supplies/Services			1,422.16
FROM 12/4 BARRIER PROTECTIVE HOODS		17573090		
			Total	1,422.16
17165	12/10/2025	WENDEL		
634501-14, 634501A-8				
400-00-52200-000-000	Capital Outlay - Fire			5,602.44
FRM 12/8 PUBLIC SAFETY BUILDING STUDY		634501-14		
400-00-52200-000-000	Capital Outlay - Fire			65,348.31
FROM 12/8 CM LABOR, FEE, EXPENSES		634501A-8		
			Total	70,950.75
17166	12/10/2025	WI DEPT OF JUSTICE		
ACCT G2028				
100-02-51400-400-000	Gen. Admin - Supplies			35.00
ACCT G2028 11/1-11/30 5 BARTENDER				
			Total	35.00
17167	12/10/2025	WI DEPT OF TRANSPORTATION		
395-0000421568				
100-09-53311-900-010	Hwy Dept - Contracts			31.40
PROJ 39544790600 OLD HIGHWAY ROAD		395-0000421568		

NICOLET (INVESTORS) BANK VOH Accounting Checks

Posted From: 12/01/2025 From Account:
Thru: 12/31/2025 Thru Account:

Check Nbr	Check Date	Payee		Amount
			Total	31.40
17168	12/22/2025	AMAZON CAPITAL SERVICES		
		11RN-791C-R1C1, 1WCH-C3L4-QVNW		
100-06-52200-400-000		Fire Dept - Supplies/Services		68.71
		FROM 12/6 PVC SUCTION HOSE ASSEMBLY	11RN-791C-R1C1	
100-06-52200-400-000		Fire Dept - Supplies/Services		14.28
		FROM 12/9 CAMLOCK HOSE SHANK FITTING	1WCH-C3L4-QVNW	
			Total	82.99
17169	12/22/2025	AMAZON CAPITAL SERVICES		
		ACCOUNT A20A2BJMQA237Q		
100-09-53311-400-000		Hwy Dept - Supplies		98.49
		FROM 12/10 WHITE BRD,BULL BRD & SUPPLIES	1NKV-16R7-D4MT	
100-02-51400-400-000		Gen. Admin - Supplies		93.79
		FROM 12/10 TAPE, TONER	1PDL-X1Y6-HWC3	
100-09-53311-400-000		Hwy Dept - Supplies		79.98
		FROM 12/10 PICTURE FRAME	1PDL-X1Y6-HWC3	
100-02-51400-400-000		Gen. Admin - Supplies		170.18
		FR12/11 ENVELOPES,PLATES,CALC TAPE,TONER	1HVG-MC39-TQP3	
100-02-51400-400-000		Gen. Admin - Supplies		300.58
		FROM 12/18 SPLITTER,INK,KEYBRD,ENVELOPES	1HYP-WJKL-C1HT	
100-02-51400-400-000		Gen. Admin - Supplies		47.02
		FROM 12/19 STAPLES, KEYBOARD	1NFP-YMT4-Y9YP	
			Total	790.04
17170	12/22/2025	ARING EQUIPMENT CO INC		
		919979 REMAINING BALANCE		
100-09-53311-700-000		Hwy Dept - Equip Maintenance		111.96
		FR 12/5 BALANCE DUE VOLVO L90 WORK LAMPS 919979		
			Total	111.96
17171	12/22/2025	ASSOCIATED TRUST COMPANY		
		27565, 27566, 27567		
301-00-58290-000-000		G.O. Debt Interest		475.00
		G.O. DEBT FEE 415-102 12/1/24-11/30/25	27565	
301-00-58290-000-000		G.O. Debt Interest		475.00
		G.O. DEBT FEE 415-101 12/1/24-11/30/25	27566	
301-00-58290-000-000		G.O. Debt Interest		475.00
		G.O. DEBT FEE 415-104 12/1/24-11/30/25	27567	

NICOLET (INVESTORS) BANK VOH Accounting Checks

Posted From: 12/01/2025 From Account:
Thru: 12/31/2025 Thru Account:

Check Nbr	Check Date	Payee		Amount
			Total	1,425.00
17172	12/22/2025	AUTO VALUE		
104001655, 104002346				
100-09-53311-600-600	Hwy Dept - Vehicle Maintenance			92.60
FROM 12/4 DRUM PUMP, OIL FILTER		104001655		
100-09-53311-600-600	Hwy Dept - Vehicle Maintenance			53.62
FROM 12/17 WIPER BLADE		104002346		
			Total	146.22
17173	12/22/2025	BRAD WELHOUSE		
STEEL BOOT REIMBURSE				
100-09-53311-400-000	Hwy Dept - Supplies			135.87
STEEL BOOT REIMBURSE				
			Total	135.87
17174	12/22/2025	CARSTENS ACE HARDWARE		
286832, 287119, 287325				
100-09-53311-700-000	Hwy Dept - Equip Maintenance			6.29
FROM 12/4 PLASTICWELD SYRINGE		286832		
100-09-53311-400-000	Hwy Dept - Supplies			39.58
FROM 12/11 DIESEL CAN		287119		
100-09-53311-700-000	Hwy Dept - Equip Maintenance			6.29
FROM 12/16 PLASTICWELD SYRINGE		287325		
			Total	52.16
17175	12/22/2025	COUNTY MATERIALS CORPORATION		
4257478-00, 4127951-00 CREDIT				
400-00-57220-000-000	Capital Outlay - Parks			1,110.35
FROM 12/16 PARKING CURBS RENNWOOD PARK		4257478-00		
201-00-57220-000-000	Capital Outlay - Park Impact			-575.00
FROM 11/11/24 PALLET RETURNS		4127951-00		
			Total	535.35
17176	12/22/2025	DICKS FAMILY FOODS		
1-225521, 3-476245, 1-227082, 3-489269				
100-06-52200-400-000	Fire Dept - Supplies/Services			91.42
FROM 10/3 SODA, WATER		003-00476245		
100-06-52200-400-000	Fire Dept - Supplies/Services			98.77
FR 10/7 FOOD AND SUPPLIES		001-00225521		

NICOLET (INVESTORS) BANK VOH Accounting Checks

Posted From: 12/01/2025 From Account:
Thru: 12/31/2025 Thru Account:

Check Nbr	Check Date	Payee		Amount
100-06-52200-400-000	Fire Dept - Supplies/Services			250.69
FROM 10/19 WATER, SODA & GATORADE		001-00227082		
100-06-52200-400-000	Fire Dept - Supplies/Services			196.32
FROM 11/18 WATER, GATORADE & SODA		003-00489269		
			Total	637.20
17177	12/22/2025	DRAKE HOMES		
ESCROW RETURN N9279 ANTON				
100-00-21060-000-000	Building Escrows Payable			1,500.00
ESCROW RETURN N9279 ANTON				
			Total	1,500.00
17178	12/22/2025	FACTORY MOTOR PARTS		
18-2329199				
100-09-53311-700-000	Hwy Dept - Equip Maintenance			183.01
FROM 12/11/25 BATTERY		18-2329199		
			Total	183.01
17179	12/22/2025	FIRE HOSE DIRECT		
S211687				
100-06-52200-405-000	Fire Dept - 2% Dues Expenses			1,481.58
FROM 11/5 YELLOW PRO-FLOW RUBBER HOSE		S211687		
			Total	1,481.58
17180	12/22/2025	GANNETT WISCONSIN LOCALIQ		
7416109				
100-02-51400-800-000	Gen. Admin - Publications			67.92
BILLING 11/1-11/30 LIQUOR LICENSE APP		7416109		
100-00-51440-600-000	Elections - Publications			73.54
BILLING 11/1-11/30 SPRING ELECTION		7416109		
100-02-51400-800-000	Gen. Admin - Publications			38.20
BILLING 11/1-11/30 SNOW REMOVAL NOTICE		7416109		
			Total	179.66
17181	12/22/2025	GAT SUPPLY, INC		
461200-1				
100-09-53311-400-000	Hwy Dept - Supplies			908.24
FROM 12/17 TOOL COMBO KIT, GLOVES		461200-1		
			Total	908.24

NICOLET (INVESTORS) BANK VOH Accounting Checks

Posted From: 12/01/2025 From Account:
Thru: 12/31/2025 Thru Account:

Check Nbr	Check Date	Payee		Amount
17182	12/22/2025	HYDROCLEAN EQUIPMENT INC		
34186				
100-09-53311-600-600	Hwy Dept - Vehicle Maintenance			607.98
FROM 12/16 FOAMER, DRUM PUMP, DETERGENT		34186		
			Total	607.98
17183	12/22/2025	IKM BUILDING SOLUTIONS		
CONTRACT 634501				
400-00-52200-000-000	Capital Outlay - Fire			135,128.95
APP 742500903 FIRE RESCUE STATION 70				
			Total	135,128.95
17184	12/22/2025	J & R SHOP SUPPLIES		
9833131				
100-09-53311-400-000	Hwy Dept - Supplies			232.50
FROM 12/11 SHOP SUPPLIES		9833131		
			Total	232.50
17185	12/22/2025	JEFF FUNK		
SAFETY TOE BOOT REIMBURSEMENT				
100-09-53311-400-000	Hwy Dept - Supplies			200.45
SAFETY TOE BOOT REIMBURSEMENT				
			Total	200.45
17186	12/22/2025	JOHNSON AND JONET MECHANICAL		
PROJ 634501 APP 3				
400-00-52200-000-000	Capital Outlay - Fire			29,612.75
PROJ 634501 FIRE RESCUE STATION 70				
			Total	29,612.75
17187	12/22/2025	KLINK HYDRAULICS LLC		
943173				
100-09-53311-505-000	Hwy Dept - Building Maint			748.00
FROM 12/8/25 HAND PUMP, DEGREASER		943173		
			Total	748.00
17188	12/22/2025	KNOX COMPANY		
INV-KA-471317				
100-06-52200-402-000	Fire Dept - Software			721.00
FROM 12/3 1 YR KNOX CONNECT CLOUD LIC		INV-KA-471317		

NICOLET (INVESTORS) BANK VOH Accounting Checks

Posted From: 12/01/2025 From Account:
Thru: 12/31/2025 Thru Account:

Check Nbr	Check Date	Payee			Amount
				Total	721.00
17189	12/22/2025	LEXINGTON HOMES INC 6596STEAMBOAT,9305,9359,9308,9355GEMSTON			
100-00-21060-000-000		Building Escrows Payable ESCROW RETURN W6596 STEAMBOAT			1,500.00
100-00-21060-000-000		Building Escrows Payable ESCROW RETURN N9305 GEMSTONE			1,500.00
100-00-21060-000-000		Building Escrows Payable ESCROW RETURN N9359 GEMSTONE			1,500.00
100-00-21060-000-000		Building Escrows Payable ESCROW RETURN N9308 GEMSTONE			1,500.00
100-00-21060-000-000		Building Escrows Payable ESCROW RETURN N9355 GEMSTONE			1,500.00
				Total	7,500.00
17190	12/22/2025	LISOWE OIL DIV OF ADVANCED FUEL SERV 80798, 80835, 80883			
100-09-53311-600-030		Hwy Dept - Fuel FROM 12/8/25	80798		2,200.29
100-09-53311-600-030		Hwy Dept - Fuel FROM 12/10/25	80835		3,564.07
100-09-53311-600-030		Hwy Dept - Fuel FROM 12/17/25	80883		2,904.85
				Total	8,669.21
17191	12/22/2025	MCMAHON 401147-8,603955-6,941560,665,8,670-6			
100-06-52200-304-000		Fire Dept - Consultants COST SHARE MODEL EVAL&AMBULANCE ANALYSIS	401147		5,369.94
100-09-51300-000-000		Hwy Dept - Legal MANAGEMENT COUNSEL UPDATE MUNICIPAL CODE	401148		679.50
400-00-57330-000-000		Capital Outlay - Road Projects WETLAND DELINEATION-EISENHOWER DRIVE	941560		1,012.26
405-00-51500-000-000		Professional Services-TID #5 CTH N SITE	941665		4,889.55
400-00-57330-000-000		Capital Outlay - Road Projects EISENHOWER DRIVE MIDWAY TO MANITOWOC	941668		2,152.00

NICOLET (INVESTORS) BANK VOH Accounting Checks

Posted From: 12/01/2025 From Account:
Thru: 12/31/2025 Thru Account:

Check Nbr	Check Date	Payee		Amount
402-00-51500-000-000		Professional Services-TID #2		285.00
STREET STORM SEWER SILVERTREE HOMES			941670	
100-00-52400-200-000		Inspections - Grade Checks		5,245.53
2025 LOT GRADE REVIEW & CHECK			941671	
100-09-53311-000-000		Hwy Dept - Engineer/Consultant		401.87
2025 GEN ENG MONTHLY STAFF MEETINGS			941672	
201-00-57220-000-000		Capital Outlay - Park Impact		831.71
GEN ENG WITNESS PROP-TRAIL EMERALD POND			941672	
230-00-53441-200-000		Stormwater Plan / Munic Fees		950.00
GEN ENG FOREST RIDGE CONSTRUCTION SERV			941672	
400-00-57330-000-000		Capital Outlay - Road Projects		5,080.00
OLD HIGHWAY RD CONSTR LAKE PARK TO 114			941673	
402-00-51500-000-000		Professional Services-TID #2		6,310.00
CROSSROADS BUSINESS PARK			941674	
400-00-57330-000-000		Capital Outlay - Road Projects		1,171.50
HAEN HEIGHTS AREA ROADWAY IMPROVEMENTS			941675	
400-00-57330-000-000		Capital Outlay - Road Projects		1,140.00
CEDAR RIDGE ESTATES ROADWAY IMPROVEMENTS			941676	
400-00-52200-000-000		Capital Outlay - Fire		285.00
HARRISON STATION 60 ADDITION & REMODEL			603955	
400-00-57190-000-000		Capital Outlay - Genr'l Govt		1,295.94
VILLAGE GARAGE EXPANSION STUDY			603956	
			Total	37,099.80
17192	12/22/2025	MENARDS-APPLETON EAST		
86540, 86595				
100-09-53311-505-000		Hwy Dept - Building Maint		212.40
FR 12/4 MAILBOXES,LETTER,NUMBERS,TIMERS			86540	
100-09-53311-400-000		Hwy Dept - Supplies		149.99
FROM 12/5 XMAS TREE			86595	
			Total	362.39
17193	12/22/2025	MGD INDUSTRIAL CORPORATION		
243023				
100-09-53311-400-000		Hwy Dept - Supplies		622.54
FR 12/8 SAWZALL BLADES,DEGREASER,AEROSOL			243023	
			Total	622.54

NICOLET (INVESTORS) BANK VOH Accounting Checks

Posted From: 12/01/2025 From Account:
Thru: 12/31/2025 Thru Account:

Check Nbr	Check Date	Payee		Amount
17194	12/22/2025	MICHAEL SWIFT		
REISSUE GRADE ESCROW RTN W5955 EDGEWOOD				
100-00-21060-000-000	Building Escrows Payable			1,500.00
REISSUE GRADE ESCROW RTN W5955 EDGEWOOD				
			Total	1,500.00
17195	12/22/2025	MIRON CONSTRUCTION CO INC		
PROJ 250890 APP 3				
400-00-52200-000-000	Capital Outlay - Fire			890,491.99
PROJ 250890 FIRE RESCUE STATION 70				
			Total	890,491.99
17196	12/22/2025	MONROE TRUCK EQUIPMENT, INC		
R48230,858761,863,859210,211,517,637				
100-09-53311-700-000	Hwy Dept - Equip Maintenance			1,621.19
REPLACE BOSS PLOW & HEADLIGHT HARNESSES R48230				
100-09-53311-700-000	Hwy Dept - Equip Maintenance			544.53
FROM 11/26 TRUCK 17 MOTOR, SPINNER 858761				
100-09-53311-700-000	Hwy Dept - Equip Maintenance			732.38
FROM 12/3 ACTUATOR, BEARING 858863				
100-09-53311-700-000	Hwy Dept - Equip Maintenance			1,980.62
FROM 12/11 MOTOR 859210				
100-09-53311-700-000	Hwy Dept - Equip Maintenance			115.86
FROM 12/12 BEARING 859211				
100-09-53311-700-000	Hwy Dept - Equip Maintenance			261.36
FROM 12/16 BLADE GUIDE SET 859517				
100-09-53311-700-000	Hwy Dept - Equip Maintenance			15.00
FROM 12/19 MISC PARTS 859637				
			Total	5,270.94
17197	12/22/2025	MORTON SAFETY		
236207				
100-08-52300-000-000	1st Responders - Operating Exp			91.00
FROM 12/9 BLS E-CARD CPR TRAINING 236207				
			Total	91.00
17198	12/22/2025	PACKER CITY INTERNATIONAL TRUCKS		
R103033619:01, R103033981:01				
100-09-53311-600-600	Hwy Dept - Vehicle Maintenance			6,403.48
FROM 11/26 2014 INT 7600 ENGINE REPAIR R103033619:01				

NICOLET (INVESTORS) BANK VOH Accounting Checks

Posted From: 12/01/2025 From Account:
Thru: 12/31/2025 Thru Account:

Check Nbr	Check Date	Payee		Amount
100-09-53311-600-600	Hwy Dept - Vehicle Maintenance			6,863.28
FROM 12/9 2010 INT 7000 REPAIR EXHAUST		R103033981:01		
			Total	13,266.76
17199	12/22/2025	POMP'S TIRE SERVICE INC.		
320174204				
100-09-53311-600-600	Hwy Dept - Vehicle Maintenance			1,081.50
FROM 12/12 UNIT 29 CHEVY 3500 TIRES		320174204		
			Total	1,081.50
17200	12/22/2025	PROFESSIONAL SERVICE INDUSTRIES INC		
1005903				
400-00-52200-000-000	Capital Outlay - Fire			2,285.00
HARRISON FIRE RESCUE #70		1005903		
			Total	2,285.00
17201	12/22/2025	QUALITY TRUCK CARE CENTER INC		
X104032852:01, CY6217 TARRIFF FEE				
100-09-53311-600-600	Hwy Dept - Vehicle Maintenance			3.04
FROM 12/17 FUSE		X104032852:01		
400-00-16200-000-000	Prepaid Expenditures			3,000.00
FROM 11/14/25 TARRIFF FEE ON NEW WESTERN CY6217				
			Total	3,003.04
17202	12/22/2025	RIESTERER & SCHNELL INC - Pulaski		
9213600				
100-09-53311-700-000	Hwy Dept - Equip Maintenance			2,782.70
FROM 12/9 CARBIDE PLATE EDGES		9213600		
			Total	2,782.70
17203	12/22/2025	SCHAEFFER MFG COMPANY		
JMC2319-INV1				
100-09-53311-600-600	Hwy Dept - Vehicle Maintenance			4,092.30
FROM 12/3 55 GAL SYNSHIELD 15W-40, 5W-30 JMC2319-INV1				
			Total	4,092.30
17204	12/22/2025	SERWE IMPLEMENT MUNICIPAL SALES LLC		
12740				
100-09-53311-600-600	Hwy Dept - Vehicle Maintenance			137.31
FROM 12/4 WIDE VIEW MIRROR		12740		

NICOLET (INVESTORS) BANK VOH Accounting Checks

Posted From: 12/01/2025 From Account:
Thru: 12/31/2025 Thru Account:

Check Nbr	Check Date	Payee		Amount
			Total	137.31
17205	12/22/2025	SPEEDY CLEAN		
87759				
100-09-53311-505-000		Hwy Dept - Building Maint		450.00
FROM 12/11 WATER JET LINE DPW		87759		
			Total	450.00
17206	12/22/2025	SRF CONSULTING GROUP INC		
19086.00-4				
100-01-51101-304-000		Planning - Consultants		5,945.66
ZONING ORDINANCE UPDATE		19086.00-4		
			Total	5,945.66
17207	12/22/2025	TRUCK EQUIPMENT INC		
1177891-00				
100-09-53311-600-600		Hwy Dept - Vehicle Maintenance		64.99
FROM 12/19 LED SIGNAL		1177891-00		
			Total	64.99
17208	12/22/2025	VAN'S REALTY & CONSTRUCTION		
ESCROW RTNS N9243 BREEZY, W6535 BREEZY				
100-00-21060-000-000		Building Escrows Payable		1,500.00
ESCROW RETURN N9243 BREEZY WAY				
100-00-21060-000-000		Building Escrows Payable		1,500.00
ESCROW RETURN W6535 BREEZY WAY				
			Total	3,000.00
17209	12/22/2025	VILLAGE OF HARRISON TREASURER- TAX COLLECTION		
TAX BILL CORRECTION PAYMENTS				
100-00-46420-000-000		Refuse Collection Fee (67%)		95.52
P 37958 N9039 SPRINGVALLEY DBL GARB/RECY				
100-00-46435-000-000		Recycling Collection Fee (33%)		63.60
P 37958 N9039 SPRINGVALLEY DBL GARB/RECY				
100-00-46420-000-000		Refuse Collection Fee (67%)		95.52
P 37962 N9023 SPRINGVALLEY DBL GARB/RECY				
100-00-46435-000-000		Recycling Collection Fee (33%)		63.60
P 37962 N9023 SPRINGVALLEY DBL GARB/RECY				
230-00-41110-000-000		Storm Water Utility Fees		2,472.00
P 46766,68,70,72 REIMB STORM WATER CHRGS				

NICOLET (INVESTORS) BANK VOH Accounting Checks

Posted From: 12/01/2025 From Account:
Thru: 12/31/2025 Thru Account:

Check Nbr	Check Date	Payee		Amount
			Total	2,790.24
17210	12/22/2025	VILLAGE OF SHERWOOD		
		TAX BILL 13562 GARB/RECYC		
100-06-52200-400-000		Fire Dept - Supplies/Services		195.00
		TAX BILL 13562 GARB/RECYC		
			Total	195.00
17211	12/22/2025	VOE POWER & SYSTEMS LLC		
		PROJ634501 APP3, H0006-09-24-00512 FINAL		
400-00-52200-000-000		Capital Outlay - Fire		97,874.34
		PROJ 634501 FIRE RESCUE STATION 70 634501		
400-00-57190-000-000		Capital Outlay - Genr'l Govt		5,713.60
		CERT PAY 4 FINAL MUNIC STANDBY GENERATOR H0006-09-24-00512		
			Total	103,587.94
			Grand Total	1,605,628.05

NICOLET (INVESTORS) BANK VOH Accounting Checks

Posted From: 12/01/2025 From Account:
Thru: 12/31/2025 Thru Account:

	Amount
Total Expenditure from Fund # 100 - GENERAL FUND	323,299.21
Total Expenditure from Fund # 201 - PARK IMPACT FEES	256.71
Total Expenditure from Fund # 230 - STORM WATER UTILITY FEES	5,966.69
Total Expenditure from Fund # 301 - DEBT SERVICE - GEN. OBLIGATION	1,425.00
Total Expenditure from Fund # 400 - CAPITAL PROJECTS	1,263,135.89
Total Expenditure from Fund # 402 - TAX INCREMENTAL DISTRICT #2	6,595.00
Total Expenditure from Fund # 405 - TAX INCREMENTAL DISTRICT #5	4,949.55
Total Expenditure from all Funds	1,605,628.05

NICOLET (INVESTORS) BANK VOH Payroll Checks

Posted From: 12/01/2025 From Account:
Thru: 12/31/2025 Thru Account:

	Amount
Total Expenditure from Fund # 100 - GENERAL FUND	153,971.06
Total Expenditure from Fund # 610 - WATER UTILITY	22,541.27
Total Expenditure from Fund # 620 - SEWER UTILITY	23,073.02
Total Expenditure from all Funds	199,585.35

UTILITIES EXPENSE NICOLET Accounting Checks

Posted From: 12/01/2025 From Account:
Thru: 12/31/2025 Thru Account:

Check Nbr	Check Date	Payee		Amount
EFT	12/01/2025	VERIZON WIRELESS - UTILITIES		
SHARE OF EMERGENCY PHONE			Manual Check	
610-00-57641-000-000	Operation Supplies & Expenses			18.31
SHARE OF EMERGENCY PHONE		6127998019		
620-00-57827-000-000	Operation Supplies & Expenses			46.05
LS6 DIALER & SHARE OF EMERGENCY PHONE		6127998019		
			Total	64.36
EFT	12/02/2025	VERIZON WIRELESS		
FROM 11/6-12/5 UTILITIES PHONES			Manual Check	
610-00-57641-000-000	Operation Supplies & Expenses			76.23
FROM 11/6-12/5 UTILITIES PHONES		6127746505		
620-00-57827-000-000	Operation Supplies & Expenses			76.24
FROM 11/6-12/5 UTILITIES PHONES		6127746505		
610-00-57641-000-000	Operation Supplies & Expenses			60.01
FROM 11/6-12/5 UTILITIES PADS		6127746505		
620-00-57827-000-000	Operation Supplies & Expenses			60.02
FROM 11/6-12/5 UTILITIES PADS		6127746505		
			Total	272.50
EFT	12/03/2025	PSN INVOICE - UTILITIES		
November 2025 PSN Monthly Fee			Manual Check	
610-00-57923-000-000	Outside Services Employed			69.47
November 2025 PSN Monthly Fee		318406		
620-00-57852-000-000	Outside Services Employed			69.48
November 2025 PSN Monthly Fee		318406		
			Total	138.95
EFT	12/05/2025	MARCO TECHNOLOGIES LLC - UTILITIES		
11/25/25 Copier Lease/Usgae			Manual Check	
610-00-57921-000-000	Office Supplies & Expenses			99.36
11/25/25 Copier Lease/Usgae		40667307		
620-00-57851-000-000	Office Supplies & Expenses			99.37
11/25/25 Copier Lease/Usgae		40667307		
			Total	198.73
EFT	12/05/2025	ADVANCE AUTO PARTS		
11/30/25- Parts for Lawn Mower			Manual Check	
610-00-18394-000-000	Tools, Shop & Garage Equipment			31.25
11/30/25- Parts for Lawn Mower		6504532325384		

UTILITIES EXPENSE NICOLET Accounting Checks

Posted From: 12/01/2025 From Account:
Thru: 12/31/2025 Thru Account:

Check Nbr	Check Date	Payee			Amount
620-00-18395-000-000	Tools, Shop & Garage Equipment				31.25
11/30/25- Parts for Lawn Mower		6504532325384			
				Total	62.50
EFT	12/05/2025	KWIK TRIP - UTILITIES			
ACCT# 2251587 - FUEL			Manual Check		
610-00-57933-000-000	Transportation Expense				230.88
ACCT# 2251587 - FUEL		NP69518146			
620-00-57828-000-000	Transportation Expense				230.88
ACCT# 2251587 - FUEL		NP69518146			
				Total	461.76
EFT	12/12/2025	WE ENERGIES - 00011			
0705461764-00001 LS #1 Electric & Gas			Manual Check		
620-00-57821-000-000	Fuel/Power Purchase - Pumping				267.04
0705461764-00001 LS #1 Electric & Gas		5712278891			
620-00-57821-000-000	Fuel/Power Purchase - Pumping				53.11
0705461764-00002 LS#2 Electric		5712278891			
610-00-57641-000-000	Operation Supplies & Expenses				37.28
0705461764-00003 COA Mtr #2 Electric		5712278891			
620-00-57821-000-000	Fuel/Power Purchase - Pumping				89.25
0705461764-00004 LS#3 Electric		5712278891			
610-00-57921-000-000	Office Supplies & Expenses				27.12
0705461764-00005 HU Main Gas		5712278891			
620-00-57851-000-000	Office Supplies & Expenses				27.13
0705461764-00005 HU Main Gas		5712278891			
610-00-57641-000-000	Operation Supplies & Expenses				16.26
0705461764-00006 Fox Crsng Mtr-Electric		5712278891			
620-00-57821-000-000	Fuel/Power Purchase - Pumping				116.24
0705461764-00007 LS#6 Eletric & Gas		5712278891			
610-00-57921-000-000	Office Supplies & Expenses				370.05
0705461764-00009 HU Main Electric		5712278891			
620-00-57851-000-000	Office Supplies & Expenses				370.06
0705461764-00009 HU Main Electric		5712278891			
620-00-57821-000-000	Fuel/Power Purchase - Pumping				19.80
0705461764-00010 LS#4 Gas		5712278891			
				Total	1,393.34

UTILITIES EXPENSE NICOLET Accounting Checks

Posted From: 12/01/2025 From Account:
Thru: 12/31/2025 Thru Account:

Check Nbr	Check Date	Payee		Amount
EFT	12/22/2025	HARRISON UTILITIES - 1-4005		
001-4005-00 | Public Fire			Manual Check	
610-00-57921-000-000	Office Supplies & Expenses			43.00
001-4005-00 | Public Fire				
610-00-57921-000-000	Office Supplies & Expenses			67.51
001-4005-00 | Water Charge				
620-00-57851-000-000	Office Supplies & Expenses			125.75
001-4005-00 | Sewer Charge				
			Total	236.26
EFT	12/23/2025	MENASHA UTILITIES		
ACCT#3266037-00 |Elec Plank Rd-Meter Pit			Manual Check	
620-00-57827-000-000	Operation Supplies & Expenses			13.40
ACCT#3266037-00 |Elec Plank Rd-Meter Pit				
610-00-57641-000-000	Operation Supplies & Expenses			62.67
ACCT#3265998-00 | COA Water #1 Electric				
620-00-57821-000-000	Fuel/Power Purchase - Pumping			998.95
ACCT#3265946-00 | LS #4 Electric				
620-00-57827-000-000	Operation Supplies & Expenses			12.54
ACCT#3265946-00 | Storm Water Charge				
			Total	1,087.56
EFT	12/29/2025	VERIZON WIRELESS - UTILITIES		
SHARE OF EMERGENCY PHONE			Manual Check	
610-00-57641-000-000	Operation Supplies & Expenses			18.31
SHARE OF EMERGENCY PHONE		683146907		
620-00-57827-000-000	Operation Supplies & Expenses			46.05
LS6 DIALER & SHARE OF EMERGENCY PHONE		683146907		
			Total	64.36
EFT	12/24/2025	CHARTER COMMUNICATIONS - UTILITIES		
Acct# 153078301 Internet			Manual Check	
610-00-57921-000-000	Office Supplies & Expenses			65.00
Acct# 153078301 Internet		153078301120725		
620-00-57851-000-000	Office Supplies & Expenses			65.00
Acct# 153078301 Internet		153078301120725		
			Total	130.00
23141	12/10/2025	AIT BUSINESS TECHNOLOGIES, LLC		
12/1/25 Domain Registration Renewal				

UTILITIES EXPENSE NICOLET Accounting Checks

Posted From: 12/01/2025 From Account:
Thru: 12/31/2025 Thru Account:

Check Nbr	Check Date	Payee		Amount
610-00-57921-000-000	Office Supplies & Expenses			35.00
12/1/25 Domain Registration Renewal		63542		
620-00-57851-000-000	Office Supplies & Expenses			35.00
12/1/25 Domain Registration Renewal		63542		
			Total	70.00
23142	12/10/2025	AMAZON CAPITAL SERVICES		
Acct#A20A2BJMQA237Q				
610-00-57930-000-000	Miscellaneous General Expense			14.31
12/2/25 Misc. General Supplies		1F9D-X7K7-FWNW		
620-00-57856-000-000	Miscellaneous General Expense			14.31
12/2/25 Misc. General Supplies		1F9D-X7K7-FWNW		
610-00-57921-000-000	Office Supplies & Expenses			14.28
12/2/25 Misc. Office Supplies		1F9D-X7K7-FWNW		
620-00-57851-000-000	Office Supplies & Expenses			14.28
12/2/25 Misc. Office Supplies		1F9D-X7K7-FWNW		
610-00-57641-000-000	Operation Supplies & Expenses			37.50
12/2/25 shop sink faucet		1F9D-X7K7-FWNW		
620-00-57827-000-000	Operation Supplies & Expenses			37.50
12/2/25 shop sink faucet		1F9D-X7K7-FWNW		
			Total	132.18
23143	12/10/2025	BOUCHER'S HEATING & COOLING, INC.		
11/26/25 Lift Station #1 Limit Switch				
620-00-57834-000-000	Maintenance of General Plant			214.43
11/26/25-Limit switch/ Service Call		i7013		
			Total	214.43
23144	12/10/2025	CITY OF APPLETON FINANCE DEPARTMENT		
Customer #100879				
610-00-57601-000-000	Purchased Water - COA / FC			106,706.24
08/0/25-10/31/25 300-937-500 (COA#2)				
610-00-57601-000-000	Purchased Water - COA / FC			121,663.45
08/0/25-10/31/25 300-936-500 (COA#1)				
610-00-57601-000-000	Purchased Water - COA / FC			9,325.00
08/0/25-10/31/25 Fire Protection				
			Total	237,694.69
23145	12/10/2025	COMMUNITY FIRST CU - VISA		
11/28/25 *7107*7123 & *6280				

UTILITIES EXPENSE NICOLET Accounting Checks

Posted From: 12/01/2025 From Account:
Thru: 12/31/2025 Thru Account:

Check Nbr	Check Date	Payee		Amount
610-00-57921-000-000	Office Supplies & Expenses			6.82
11/22/25 ADOBE MONTHLY SUBSCRIPTION				
620-00-57851-000-000	Office Supplies & Expenses			6.82
11/22/25 ADOBE MONTHLY SUBSCRIPTION				
610-00-57930-000-000	Miscellaneous General Expense			29.56
# 114701-11/20/25 Gravel in F-450 Plow				
620-00-57856-000-000	Miscellaneous General Expense			29.57
# 114701-11/20/25 Gravel in F-450 Plow				
610-00-57652-000-000	Maintenance of Services			100.16
#114488 10/30/25-stone for CS repairs				
			Total	172.93
23146	12/10/2025	CORPORATE NETWORK SOLUTIONS, INC		
81071				
610-00-57921-000-000	Office Supplies & Expenses			815.62
SUPPORT BLOCK		81071		
620-00-57851-000-000	Office Supplies & Expenses			815.63
SUPPORT BLOCK		81071		
			Total	1,631.25
23147	12/10/2025	DIGGERS HOTLINE, INC.		
NOV 2025 Email/Phone fees				
610-00-57641-000-000	Operation Supplies & Expenses			94.20
NOV 2025 Email/Phone fees		251134101		
620-00-57827-000-000	Operation Supplies & Expenses			94.20
NOV 2025 Email/Phone fees		251134101		
			Total	188.40
23148	12/10/2025	FERGUSON WATERWORKS #1476		
Acct#281588				
610-00-57641-000-000	Operation Supplies & Expenses			118.87
12/05/25-12v pwr cable		0466354		
620-00-57827-000-000	Operation Supplies & Expenses			118.87
12/05/25-12v pwr cable		0466354		
			Total	237.74
23149	12/10/2025	GFL ENVIRONMENTAL		
U30000207082				
610-00-57930-000-000	Miscellaneous General Expense			62.22
COMMERCIAL TRASH DUMPSTER/RECY DEC		U30000207082		

UTILITIES EXPENSE NICOLET Accounting Checks

Posted From: 12/01/2025 From Account:
Thru: 12/31/2025 Thru Account:

Check Nbr	Check Date	Payee		Amount
620-00-57856-000-000	Miscellaneous General Expense			62.22
COMMERCIAL TRASH DUMPSTER/RECY DEC		U30000207082		
			Total	124.44
23150	12/10/2025	MELISSA BORNEMANN		
Credit Balance Refund 000-6430-06				
610-00-46101-000-000	Residential Metered Sales			21.29
Credit Balance Refund		000-6430-06		
620-00-46221-000-000	Residential Measured Service			21.69
Credit Balance Refund		000-6430-06		
610-00-46300-000-000	Public Fire Protection Service			4.29
Credit Balance Refund		000-6430-06		
			Total	47.27
23151	12/10/2025	MENARDS-APPLETON EAST		
Acct 31110431				
610-00-57930-000-000	Miscellaneous General Expense			52.91
11/18/25 Operation Supplies & Expenses		85662		
620-00-57827-000-000	Operation Supplies & Expenses			52.92
11/18/25 Operation Supplies & Expenses		85662		
610-00-57930-000-000	Miscellaneous General Expense			13.23
11/18/25 Misc. Supplies		85662		
620-00-57856-000-000	Miscellaneous General Expense			13.24
11/18/25 Misc. Supplies		85662		
610-00-57641-000-000	Operation Supplies & Expenses			7.99
11/20/25 Operation Supplies & Expenses		85804		
620-00-57827-000-000	Operation Supplies & Expenses			7.99
11/20/25 Operation Supplies & Expenses		85804		
610-00-57641-000-000	Operation Supplies & Expenses			11.34
11/25/25 Operation Supplies & Expenses		86060		
620-00-57827-000-000	Operation Supplies & Expenses			11.34
11/25/25 Operation Supplies & Expenses		86060		
			Total	170.96
23152	12/10/2025	SERVICEMASTER BUILDING MAINTENANCE		
12/1/25 DEC 2025 CLEANING SERVICE				
610-00-57935-000-000	Maintenance of General Plant			170.00
12/1/25 DEC 2025 CLEANING SERVICE		48119		

UTILITIES EXPENSE NICOLET Accounting Checks

Posted From: 12/01/2025 From Account:
Thru: 12/31/2025 Thru Account:

Check Nbr	Check Date	Payee		Amount
620-00-57834-000-000		Maintenance of General Plant		170.00
12/1/25 DEC 2025 CLEANING SERVICE			48119	
			Total	340.00
23153	12/10/2025	SUPERIOR CHEMICAL LLC		
Acct# 7618				
610-00-57930-000-000		Miscellaneous General Expense		107.89
11/19/25- Misc. Supplies			429969	
620-00-57856-000-000		Miscellaneous General Expense		107.90
11/19/25- Misc. Supplies			429969	
610-00-57641-000-000		Operation Supplies & Expenses		85.02
11/19/25-Operation Supplies			429969	
620-00-57827-000-000		Operation Supplies & Expenses		85.03
11/19/25-Operation Supplies			429969	
			Total	385.84
23154	12/22/2025	BRANDON BARLOW		
MILEAGE REIMBURSEMENT JUL-DEC 2025				
610-00-57921-000-000		Office Supplies & Expenses		69.23
MILEAGE REIMBURSEMENT JUL-DEC 2025				
620-00-57851-000-000		Office Supplies & Expenses		69.23
MILEAGE REIMBURSEMENT JUL-DEC 2025				
			Total	138.46
23155	12/22/2025	CLEAN WATER TESTING LLC		
12/17/25 Monthly Bacti Samples				
610-00-57641-000-000		Operation Supplies & Expenses		192.00
12/17/25 Monthly Bacti Samples			9011160573	
			Total	192.00
23156	12/22/2025	HERRLING CLARK LAW FIRM LTD		
Legal services through 12/15/25				
610-00-57923-000-000		Outside Services Employed		138.21
Legal Services through 12/15/25				
620-00-57852-000-000		Outside Services Employed		2,395.64
Legal Services through 12/15/25				
			Total	2,533.85
23157	12/22/2025	MCMAHON		
Engineering Services Through 11/29/25				

UTILITIES EXPENSE NICOLET Accounting Checks

Posted From: 12/01/2025 From Account:
Thru: 12/31/2025 Thru Account:

Check Nbr	Check Date	Payee			Amount
610-00-13143-000-000		Due from Developers			776.20
Forest Ridge Project through 11/29/25			941667		
620-00-13143-000-000		Due from Developers			1,116.20
Forest Ridge Project through 11/29/25			941667		
610-00-57923-000-000		Outside Services Employed			95.00
Prof. services 11/2/25-11/29/25			941666		
620-00-57852-000-000		Outside Services Employed			95.00
Prof. services 11/2/25-11/29/25			941666		
610-00-18107-000-000		CWIP			1,623.65
GEM Ext. Eng. through 11/29/25			941669		
620-00-18107-000-000		CWIP			1,623.66
GEM Ext. Eng. through 11/29/25			941669		
				Total	5,329.71
23158	12/22/2025	MENARDS-APPLETON EAST			
12/10/25-IceMelt					
610-00-57930-000-000		Miscellaneous General Expense			64.95
12/10/25-IceMelt			86882		
620-00-57827-000-000		Operation Supplies & Expenses			64.95
12/10/25-IceMelt			86882		
				Total	129.90
23159	12/22/2025	NEENAH-MENASHA SEWERAGE COMMISSION			
12/8/25 Clean & TV Shared Interceptor					
620-00-57831-000-000		Maintenance Sewage Collect Sys			103.01
12/8/25 Clean & TV Shared Interceptor			2025-216		
				Total	103.01
23160	12/22/2025	PJ KORTENS & COMPANY INC			
12/15/25-lift station 2 level trans.					
620-00-57832-000-000		Maint Collection Syst Pumping			1,624.94
12/15/25-lift station 2 level trans.			10025880		
				Total	1,624.94
23161	12/22/2025	POSTMASTER			
Mailing Permit PI68					
610-00-57903-000-000		Supplies and Expenses			2,500.00
Postage for Bill Card Bulk Mailing					
620-00-57856-000-000		Miscellaneous General Expense			2,500.00
Postage for Bill Card Bulk Mailing					

UTILITIES EXPENSE NICOLET Accounting Checks

Posted From: 12/01/2025 From Account:
Thru: 12/31/2025 Thru Account:

Check Nbr	Check Date	Payee		Amount
			Total	5,000.00
23162	12/22/2025	STUMPF CREATIVE LANDSCAPES INC		
12/18/25 Restoration work				
610-00-57652-000-000	Maintenance of Services			226.00
12/18/25 Restoration work		12917		
			Total	226.00
23163	12/22/2025	VILLAGE OF HARRISON		
2025 Parcel 43808 storm water charge				
610-00-57641-000-000	Operation Supplies & Expenses			39.60
2025 Parcel 43808 storm water charge				
			Total	39.60
			Grand Total	260,837.92

UTILITIES EXPENSE NICOLET Accounting Checks

Posted From: 12/01/2025 From Account:
Thru: 12/31/2025 Thru Account:

	Amount
Total Expenditure from Fund # 610 - WATER UTILITY	246,514.74
Total Expenditure from Fund # 620 - SEWER UTILITY	14,323.18
Total Expenditure from all Funds	260,837.92

VILLAGE BOARD MEETING **VILLAGE OF HARRISON**

From:
Chad Pelishek, Village Manager

Meeting Date:
January 27, 2026

Title:
Zoning Map Amendment (Rezoning) – Eugene Frederickson – Hwy 55 – Parcel 40398 and Part of Parcels 40378 & 40394.

Recommended Action:
Staff recommends approval of the Zoning Map Amendment from Business Park [BP] to Industrial & Manufacturing [IM] with the following conditions:

1. Recording of the Certified Survey Map (CSM), as approved by the Village Board on December 16, 2025, prior to the Village's signing of the ordinance amending the Village of Harrison Official Zoning Map.

Background and Additional Information:

The Plan Commission approved this item.

The applicant proposes to rezone 12.71 acres located east of Hwy 55 and Highline Road from Business Park [BP] to Industrial & Manufacturing [IM]. The rezone area is wholly within Parcel 40398 and part of Parcels 40378 & 40394.

A Certified Survey Map (CSM) was approved by the Village Board on December 16, 2025 to accommodate the area for future development. The CSM included lot line adjustments for Parcels 40398, 40378 & 40394.

The Village will not sign the ordinance amending the Village Zoning Map until the CSM adjusting the lot lines has been recorded.

The requested rezoning supports a site plan that is being reviewed as a separate agenda item.

The Village of Harrison Preferred Land Use Map designates the area as Industrial.

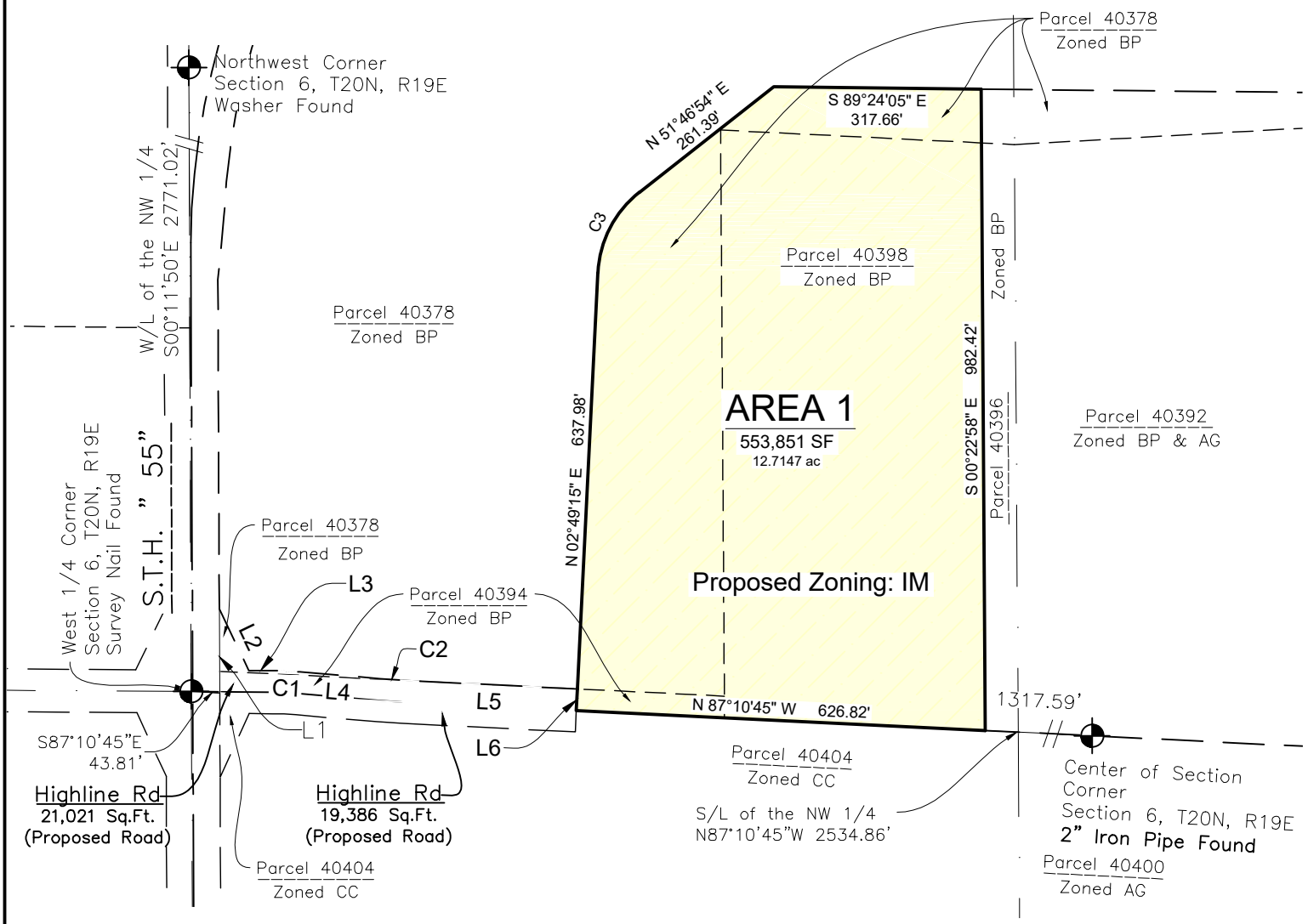
Findings of Fact:
- Staff finds that the rezoning request complies with the Future Land Use Map as part of the Comprehensive Plan of the Village of Harrison.
- Property owners within 300-feet of the subject property have been notified via first-class mail.

Attachments:

- Zoning Map Exhibit
- Aerial Map
- Zoning Map
- Rezoning Ordinance

Rezoning Exhibit

Part of the Fractional Southwest 1/4 of the Northwest 1/4, of Section 06, Township 20 North, Range 19 East, Village of Harrison, Calumet County, Wisconsin.



LINE TABLE		
Line	Bearing	Length
L1	N 00°15'04" W	128.39'
L2	S 25°39'50" E	104.35'
L3	S 89°36'11" E	35.92'
L4	S 85°05'42" E	123.53'
L5	S 87°10'45" E	267.32'
L6	N 02°49'15" E	33.00'

Disclaimer: This instrument is intended for conceptual review purposes ONLY. If this map is used for any other purpose other than its such intent without full approval of the Village of Harrison and/or Calumet County, Davel Engineering & Environmental, Inc. shall not be held responsible. Users of this map assumes all risks associated with such use and releases Davel Engineering & Environmental, Inc. from any and all liabilities and damages resulting from said use, if any.

DAVEL ENGINEERING & ENVIRONMENTAL, INC.
Civil Engineers and Land Surveyors
1164 Province Terrace, Menasha, WI 54952
Ph: 920-991-1866
www.davel.pro

0' 250' 500'
Scale 1" = 250'

File: 9018Rezone.dwg
Date: 12/02/2025
Drafted By: kr
Sheet: 1 of 2

Rezoning Description

Parcel Description
Area 1 to be rezoned to IM
(Parcel 40398, Part of Parcel 40378 & 40394)

Land being part of the part of the Fractional Southwest 1/4 of the Northwest 1/4, of Section 06, Township 20 North, Range 19 East, Village of Harrison County, Wisconsin, containing 553,851 Square Feet (12.7147 Acres) of land described as follows:

Commencing at the West 1/4 Corner of Section 6, T20N, R19E; thence S87°10'45"E along the South line of the Northwest 1/4 of Section 6, 43.81 feet; thence N00°15'04"W, 128.39 feet; thence S25°39'50"E, 104.35 feet; thence S89°36'11"E, 35.92 feet; thence 41.94 feet along the arc of a curve to the right with a radius of 533.00 feet and a chord of 41.93 feet which bears S87°20'57"E; thence S85°05'42"E, 123.53 feet; thence 35.18 feet along the arc of a curve to the left with a radius of 967.00 feet and a chord of 35.17 feet which bears S86°08'14"E; thence S87°10'45"E, 267.32 feet to the Point of Beginning; thence N02°49'15"E, 637.98 feet; thence 142.71 feet along the arc of a curve to the right with a radius of 167.00 feet and a chord of 138.40 feet which bears N27°18'04"E; thence N51°46'54"E, 261.39 feet; thence S89°24'05"E, 317.66 feet; thence S00°22'58"E, 982.42 feet; thence N87°10'45"W, 626.82 feet; thence N02°49'15"E, 33.00 feet to the Point of Beginning. Described parcel subject to all easements and restrictions of record.

CURVE TABLE

Curve	Radius	Chord Direction	Chord Length	Arc Length	Central Angle	Tangent Bearing-in	Tangent Bearing-out
C1	533.00'	S 87°20'57" E	41.93'	41.94'	4°30'29"	N 89°36'11" W	N 85°05'42" W
C2	967.00'	S 86°08'14" E	35.17'	35.18'	2°05'03"	N 85°05'42" W	N 87°10'45" W
C3	167.00'	N 27°18'04" E	138.40'	142.71'	48°57'39"	N 02°49'15" E	N 51°46'54" E

DAVEL ENGINEERING & ENVIRONMENTAL, INC.
Civil Engineers and Land Surveyors
1164 Province Terrace, Menasha, WI 54952
Ph: 920-991-1866
www.davel.pro

File: 9018Rezone.dwg
Date: 12/02/2025
Drafted By: kr
Sheet: 2 of 2

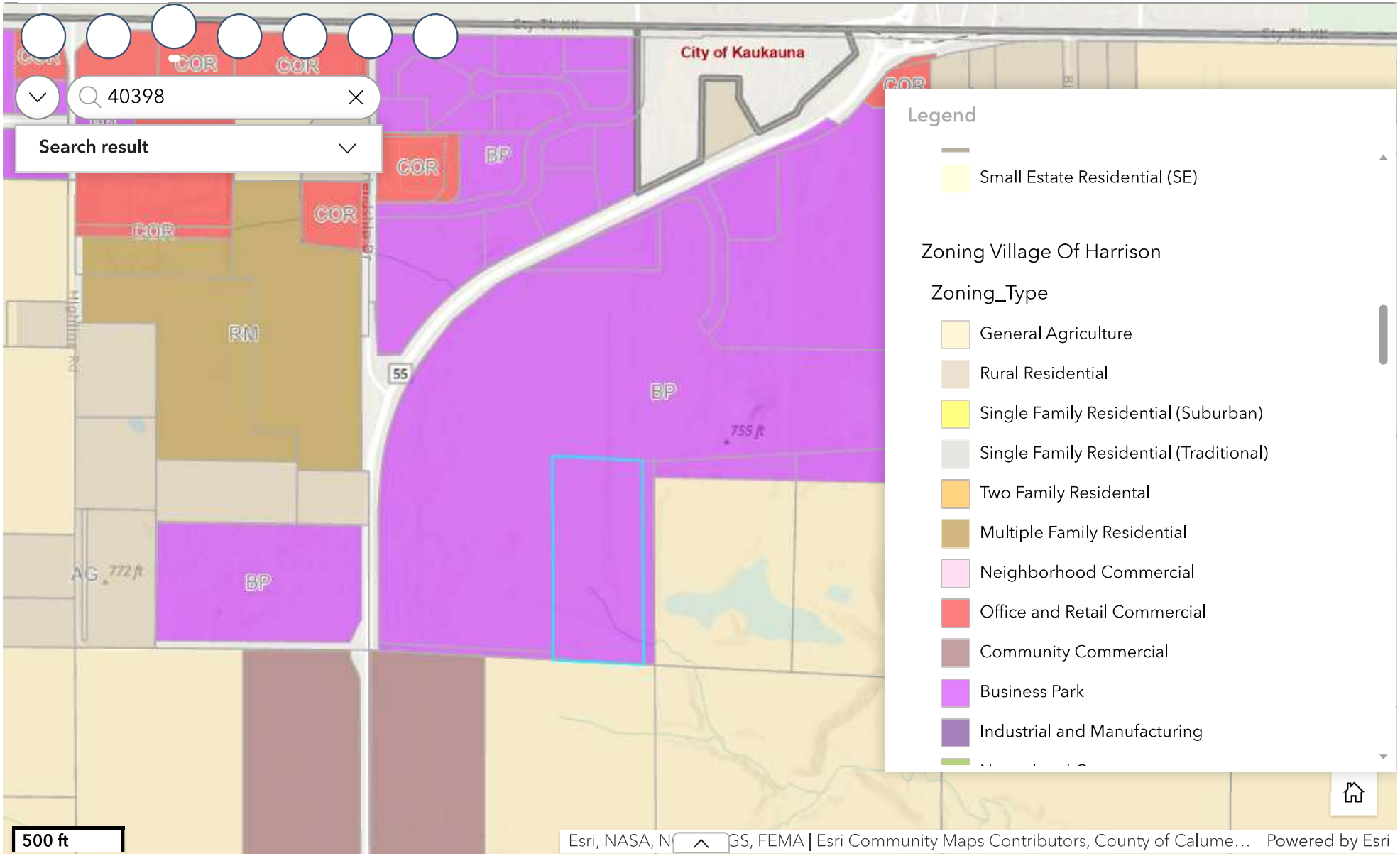
All-In-One Map

Appleton

206 Court Street, Chilton, Wisconsin 53014 | 920-849-1442

©2025 Calumet County Wisconsin

Calumet County Zoning Map



©2025 Calumet County Wisconsin

ORDINANCE V26-02

AN ORDINANCE AMENDING THE VILLAGE OF HARRISON OFFICIAL ZONING MAP
(Hwy 55, Parcel 40398 and Part of Parcels 40378 & 40394)

WHEREAS, a public hearing on the zoning map amendment was held by the Harrison Plan Commission on January 20, 2026; and

WHEREAS, the Plan Commission found the proposed zoning map amendment to be consistent with the Comprehensive Plan; and

WHEREAS, the Plan Commission recommended approval of the zoning map amendment.

THEREFORE, BE IT ORDAINED, by the Village Board of the Village of Harrison, Calumet and Outagamie Counties, Wisconsin, that Article IV of the Village of Harrison Zoning Ordinance pertaining to zoning districts, and the map therein described, is hereby amended by rezoning the below described properties from Business Park [BP] to Industrial & Manufacturing [IM].

Land contained wholly within Parcel No. 40398 and Part of Parcels 40378 & 40394 and specifically described as:

Land being part of the part of the Fractional Southwest 1/4 of the Northwest 1/4, of Section 06, Township 20 North, Range 19 East, Village of Harrison County, Wisconsin, containing 553,851 Square Feet (12.7147 Acres) of land described as follows: Commencing at the West 1/4 Corner of Section 6, T20N, R19E; thence S87°10'45"E along the South line of the Northwest 1/4 of Section 6, 43.81 feet; thence N00°15'04"W, 128.39 feet; thence S25°39'50"E, 104.35 feet; thence S89°36'11"E, 35.92 feet; thence 41.94 feet along the arc of a curve to the right with a radius of 533.00 feet and a chord of 41.93 feet which bears S87°20'57"E; thence S85°05'42"E, 123.53 feet; thence 35.18 feet along the arc of a curve to the left with a radius of 967.00 feet and a chord of 35.17 feet which bears S86°08'14"E; thence S87°10'45"E, 267.32 feet to the Point of Beginning; thence N02°49'15"E, 637.98 feet; thence 142.71 feet along the arc of a curve to the right with a radius of 167.00 feet and a chord of 138.40 feet which bears N27°18'04"E; thence N51°46'54"E, 261.39 feet; thence S89°24'05"E, 317.66 feet; thence S00°22'58"E, 982.42 feet; thence N87°10'45"W, 626.82 feet; thence N02°49'15"E, 33.00 feet to the Point of Beginning.

Subject to all easements and restrictions of record.

EFFECT. This ordinance shall be in force and effect upon passage as provided by law. Upon passage, the Village zoning administrator is authorized and directed to make necessary changes to the official zoning map of the Village of Harrison, all in accordance with this Ordinance.

INTRODUCED, APPROVED, AND ADOPTED by the Village Board of the Village of Harrison, Calumet County, Wisconsin this 27th day of January 2026.

_____
Scott Handschke, Village President

_____
Attest: Meghan Winkler, Village Clerk

VILLAGE BOARD MEETING | **VILLAGE OF HARRISON**

From:
Chad Pelishek, Village Manager

Meeting Date:
January 27, 2026

Title:
Zoning Map Amendment (Rezoning) – Daniel Stumpf – S Coop Rd – Part of Parcel 33572.

Recommended Action:
Staff recommends approval of the Zoning Map Amendment from General Agriculture [AG] to Single-Family Residential (Suburban) [RS-1] as submitted.

Background and Additional Information:

The Plan Commission approved this item.

The applicant proposes to rezone a 36,660 square feet area located near N8840 S Coop Rd from General Agriculture [AG] to Single-Family Residential (Suburban) [RS-1].

A Certified Survey Map was approved by the Village Board December 16, 2025 to create a separate lot of the proposed rezone. Calumet County is currently in the process of creating a new parcel at this location.

The requested rezoning would allow for the future construction of a single-family residence. The area directly to the south is zoned Single-Family Residential.

The Village of Harrison Preferred Land Use Map identifies the area as Low Density Residential.

Findings of Fact:
- Staff finds that the rezoning request complies with the Future Land Use Map as part of the Comprehensive Plan of the Village of Harrison.
- Property owners within 300-feet of the subject property have been notified via first-class mail.

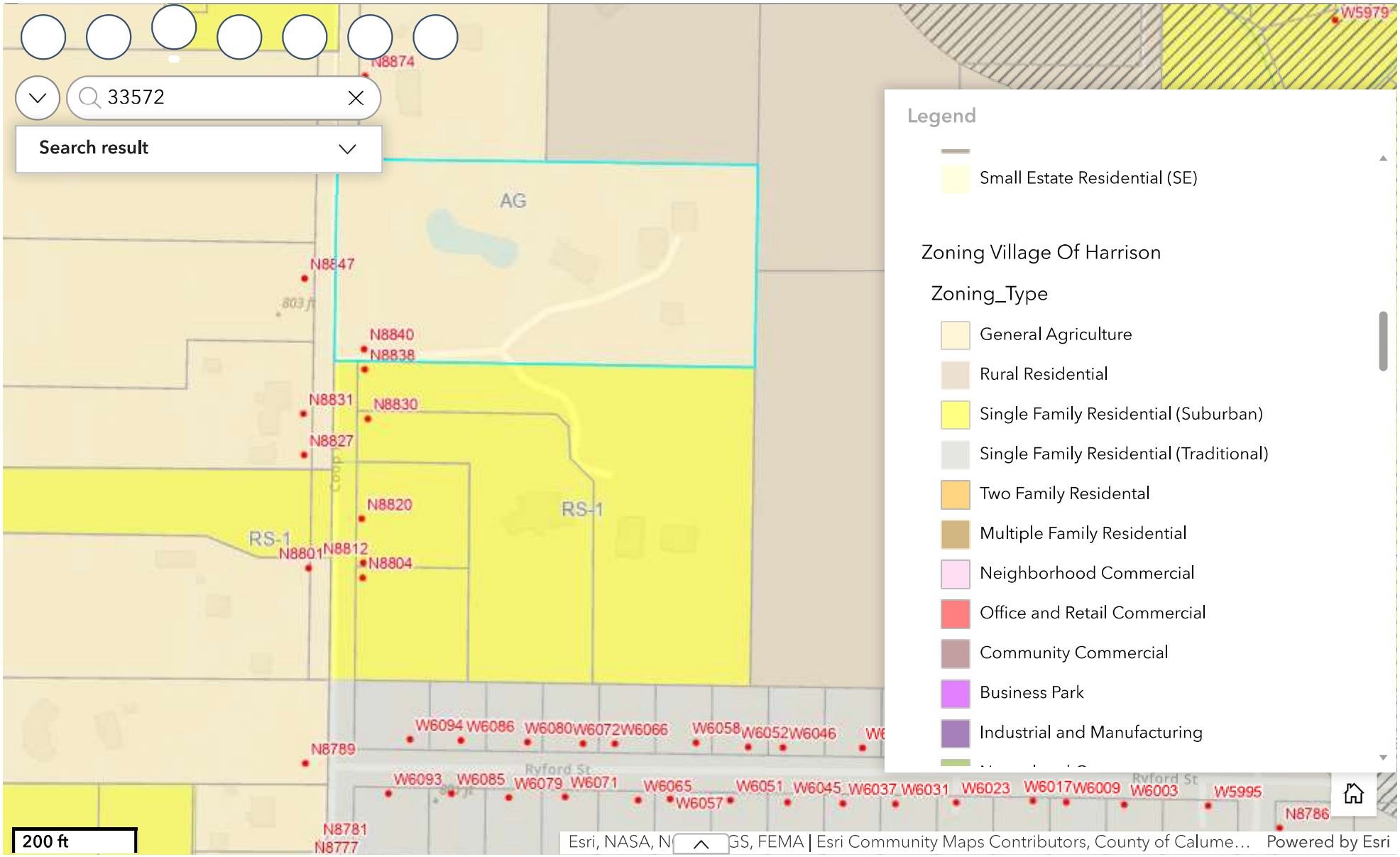
Attachments:
- Aerial Map
- Zoning Map
- Zoning Map Exhibit
- Rezoning Ordinance

All-In-One Map

Appleton

©2025 Calumet County Wisconsin

Calumet County Zoning Map

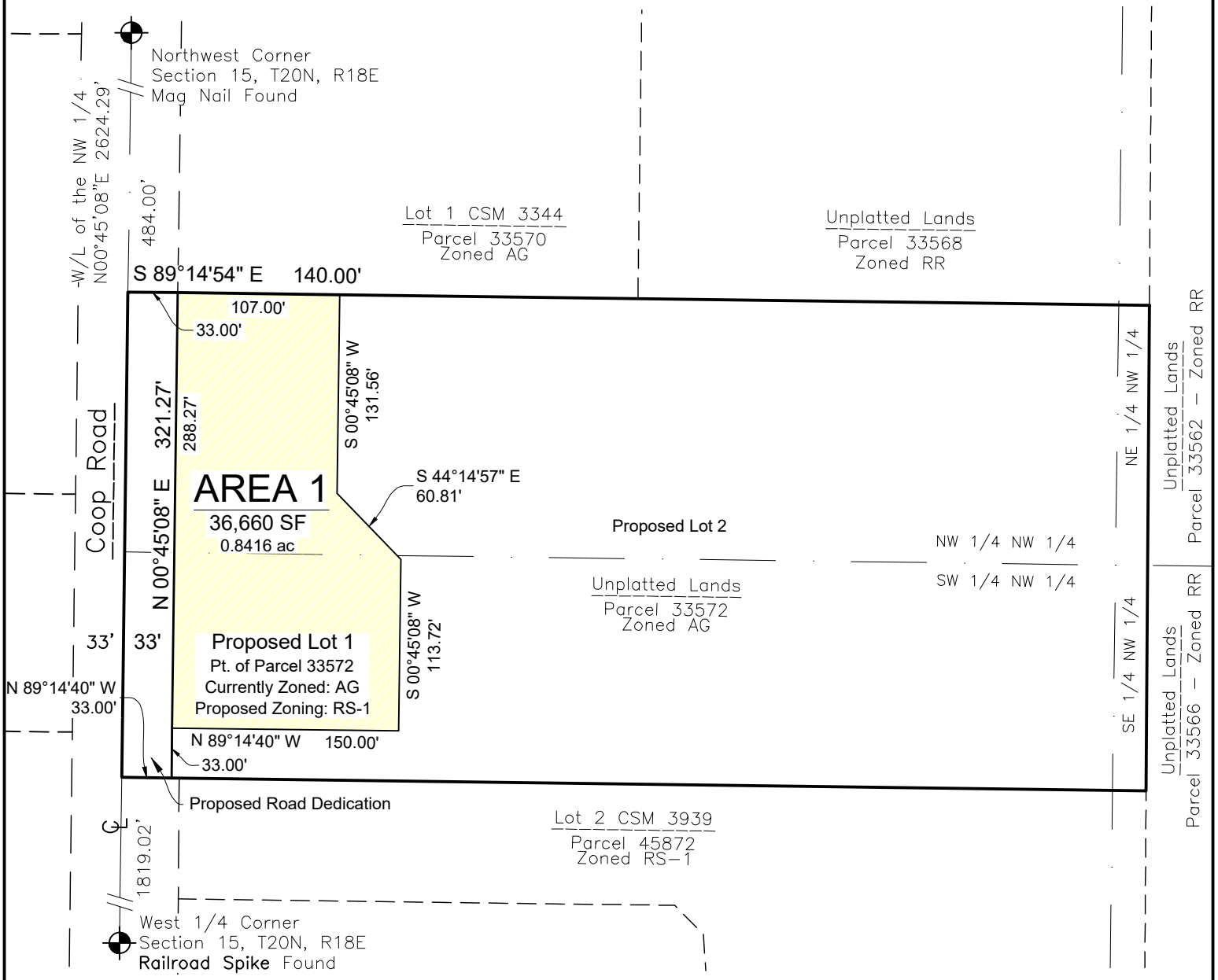


206 Court Street, Chilton, Wisconsin 53014 | 920-849-1442

©2025 Calumet County Wisconsin

Rezoning Exhibit

Part of the Northwest 1/4, Northeast 1/4, Southeast 1/4, and the Southwest 1/4 of the Northeast 1/4 of Section 15, Township 20 North, Range 18 East, Village of Harrison, Calumet County, Wisconsin.



0' 100' 200'

Scale 1" = 100'

Disclaimer: This instrument is intended for conceptual review purposes ONLY. If this map is used for any other purpose other than its such intent without full approval of the Village of Harrison and/or Calumet County, Davel Engineering & Environmental, Inc. shall not be held responsible. Users of this map assumes all risks associated with such use and releases Davel Engineering & Environmental, Inc. from any and all liabilities and damages resulting from said use, if any.

DAVEL ENGINEERING & ENVIRONMENTAL, INC.
Civil Engineers and Land Surveyors
1164 Province Terrace, Menasha, WI 54952
Ph: 920-991-1866
www.davel.pro

File: 8799Rezone.dwg
Date: 12/02/2025
Drafted By: kr
Sheet: 1 of 2

12/2/2025 3:53 PM J:\Projects\8799stu\dwg\Civil 3D\8799Rezone.dwg Printed by: kristy

Rezoning Exhibit

Part of the Northwest 1/4, Northeast 1/4, Southeast 1/4, and the Southwest 1/4 of the Northeast 1/4 of Section 15, Township 20 North, Range 18 East, Village of Harrison, Calumet County, Wisconsin.

Area 1 (Part of Parcel 33572)
Currently Zoned: AG
Proposed Zoning: RS-1

Land being part of the Northwest 1/4, Northeast 1/4, Southeast 1/4, and the Southwest 1/4 of the Northeast 1/4 of Section 15, Township 20 North, Range 18 East, Village of Harrison, Calumet County, Wisconsin, containing 36,660 Square Feet (0.8416 Acres) of land described as follows:

Commencing at the Northwest 1/4 Corner of Section 15, T20N, R18E; thence S00°45'08"W, along the West line of the Northwest 1/4 of said Section 15, 484.00 feet; thence S89°14'54"E, 33.00 feet to the Point of Beginning; thence S89°14'54"E, 107.00 feet; S00°45'08"W, 131.56 feet; thence; S44°14'57"E, 60.81 feet; thence S00°45'08"W, 113.72 feet; thence N89°14'40"W, 150.00 feet; thence N00°45'08"E, 288.27 feet to the Point of Beginning. Described area subject to all easements and restrictions of record.

DAVEL ENGINEERING & ENVIRONMENTAL, INC.
Civil Engineers and Land Surveyors
1164 Province Terrace, Menasha, WI 54952
Ph: 920-991-1866
www.davel.pro

File: 8799Rezone.dwg
Date: 12/02/2025
Drafted By: kr
Sheet: 2 of 2

ORDINANCE V26-01

AN ORDINANCE AMENDING THE VILLAGE OF HARRISON OFFICIAL ZONING MAP
(S Coop Rd, Part of Parcel 33572)

WHEREAS, a public hearing on the zoning map amendment was held by the Harrison Plan Commission on January 20, 2026; and

WHEREAS, the Plan Commission found the proposed zoning map amendment to be consistent with the Comprehensive Plan; and

WHEREAS, the Plan Commission recommended approval of the zoning map amendment.

THEREFORE, BE IT ORDAINED, by the Village Board of the Village of Harrison, Calumet and Outagamie Counties, Wisconsin, that Article IV of the Village of Harrison Zoning Ordinance pertaining to zoning districts, and the map therein described, is hereby amended by rezoning the below described properties from General Agriculture [AG] to Single-Family Residential (Suburban) [RS-1].

Land contained wholly within part of Parcel No. 33572 and specifically described as:

Land being part of the Northwest 1/4, Northeast 1/4, Southeast 1/4, and the Southwest 1/4 of the Northeast 1/4 of Section 15, Township 20 North, Range 18 East, Village of Harrison, Calumet County, Wisconsin, containing 36,660 Square Feet (0.8416 Acres) of land described as follows: Commencing at the Northwest 1/4 Corner of Section 15, T20N, R18E; thence S00°45'08"W, along the West line of the Northwest 1/4 of said Section 15, 484.00 feet; thence S89°14'54"E, 33.00 feet to the Point of Beginning; thence S89°14'54"E, 107.00 feet; S00°45'08"W, 131.56 feet; thence; S44°14'57"E, 60.81 feet; thence S00°45'08"W, 113.72 feet; thence N89°14'40"W, 150.00 feet; thence N00°45'08"E, 288.27 feet to the Point of Beginning.

Subject to all easements and restrictions of record.

EFFECT. This ordinance shall be in force and effect upon passage as provided by law. Upon passage, the Village zoning administrator is authorized and directed to make necessary changes to the official zoning map of the Village of Harrison, all in accordance with this Ordinance.

INTRODUCED, APPROVED, AND ADOPTED by the Village Board of the Village of Harrison, Calumet County, Wisconsin this 27th day of January 2026.

_____
Scott Handschke, Village President

_____
Attest: Meghan Winkler, Village Clerk

PLAN COMMISSION MEETING **VILLAGE OF HARRISON**

From: **Meeting Date:**
Chad Pelishek, Village Manager

Title:
Conditional Use Permit – Gene Frederickson Trucking and Excavating – Hwy 55 – Parcel 40398

Recommended Action:
Staff recommends approval of the Conditional Use Permit (CUP) request with the following conditions:

1. All provisions of Section 117-131, Resource Extraction, of the zoning ordinance relating to the shredding of topsoil shall be met.
2. All Local, State, and Federal regulations shall be met.
3. No refining activities (including pulverizing or shredding) shall occur when wind speeds exceed 15 miles per hour.
4. The site shall be screened and developed to the intent of the site plan. All berming shall be completed prior to the start of topsoil screening.
5. Hours of operation shall be limited to daylight hours. Topsoil screening shall only occur from April to November.
6. The applicant shall comply with all conditions of approval.
7. Any substantial violation of these conditions may result in the termination of the Conditional Use Permit (CUP).

Background and Additional Information:

The Plan Commission approved this item.

The applicant seeks a Conditional Use Permit (CUP) to screen topsoil, which includes shredding and pulverizing topsoil. The subject property is parcel 40398, which is located east of Hwy 55 and Highline Rd.

The shredding operations will occur in the northeast portion of the site, north of the proposed stormwater pond as shown on the attached site plan. A temporary hoop building will be used for material discharge and processing.

The majority of the shredding area will be graveled and screened by landscaped berms, providing appropriate landscaping and buffering. Site access will be provided from Highway 55, with egress available to the north and/or east.

The two lots directly east of the proposed shredding area are owned by the applicant and are the closet neighboring properties in proximity to the operation.

The Village Board has approved temporary CUPs for topsoil shredding near this site at its April 25, 2023 and April 30, 2024 meetings.

A site plan for the overall development area is being reviewed as a separate agenda item. A rezoning proposal from Business Park [BP] to Industrial & Manufacturing [IM] also is being reviewed as a separate Plan Commission agenda item.

A Certified Survey Map (CSM) was approved by the Village Board on December 16, 2025 to accommodate the area for future development. The CSM included lot line adjustments for Parcels 40398, 40378 & 40394.

Findings of Fact:

- Staff finds that the Conditional Use Permit complies with the Harrison Zoning Ordinance with the below conditions.
- Property owners within 300-feet of the subject property have been notified via first-class mail.

Attachments:

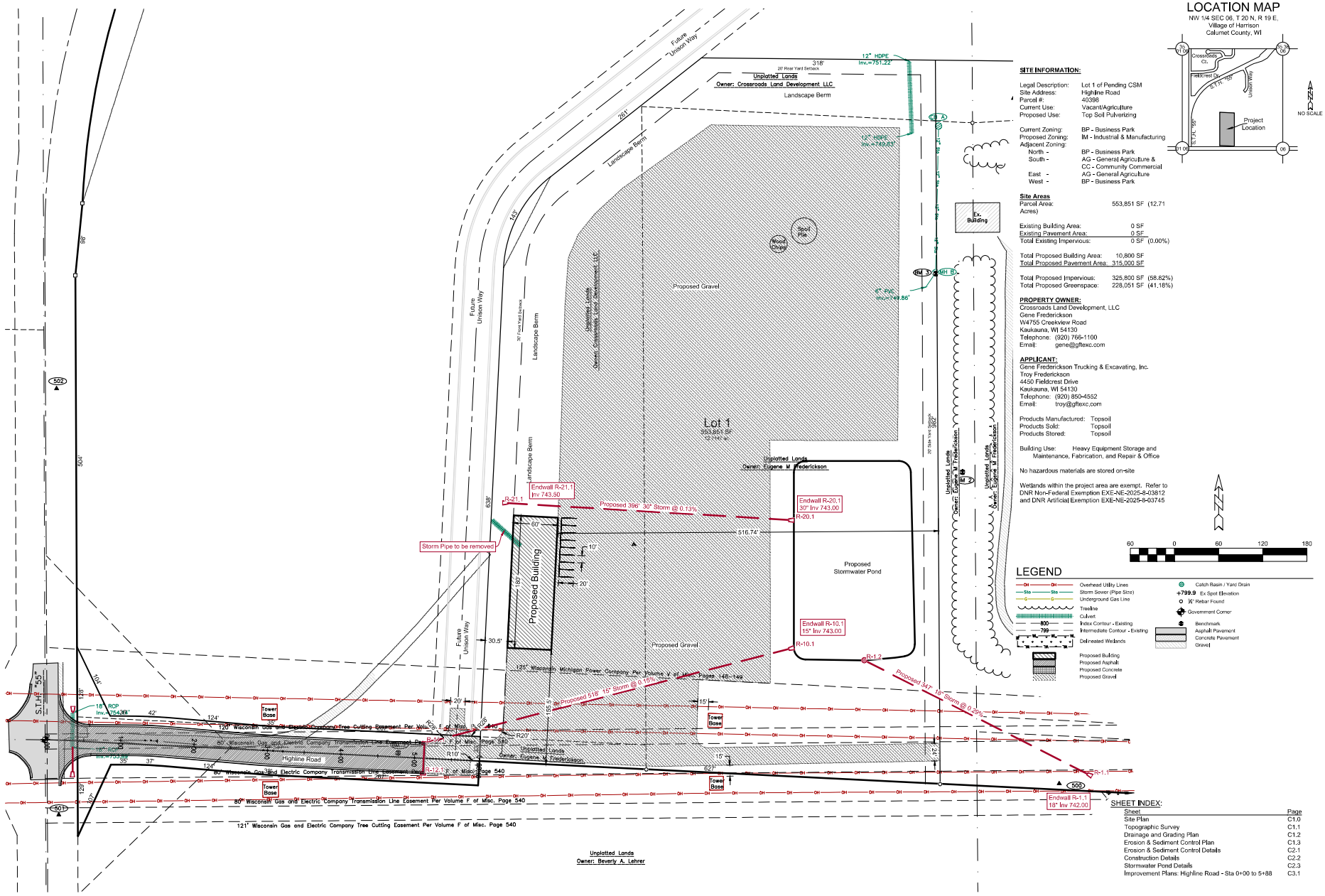
- Aerial Map
- Site Plan
- Landscaping Plan

All-In-One Map

Appleton

206 Court Street, Chilton, Wisconsin 53014 | 920-849-1442

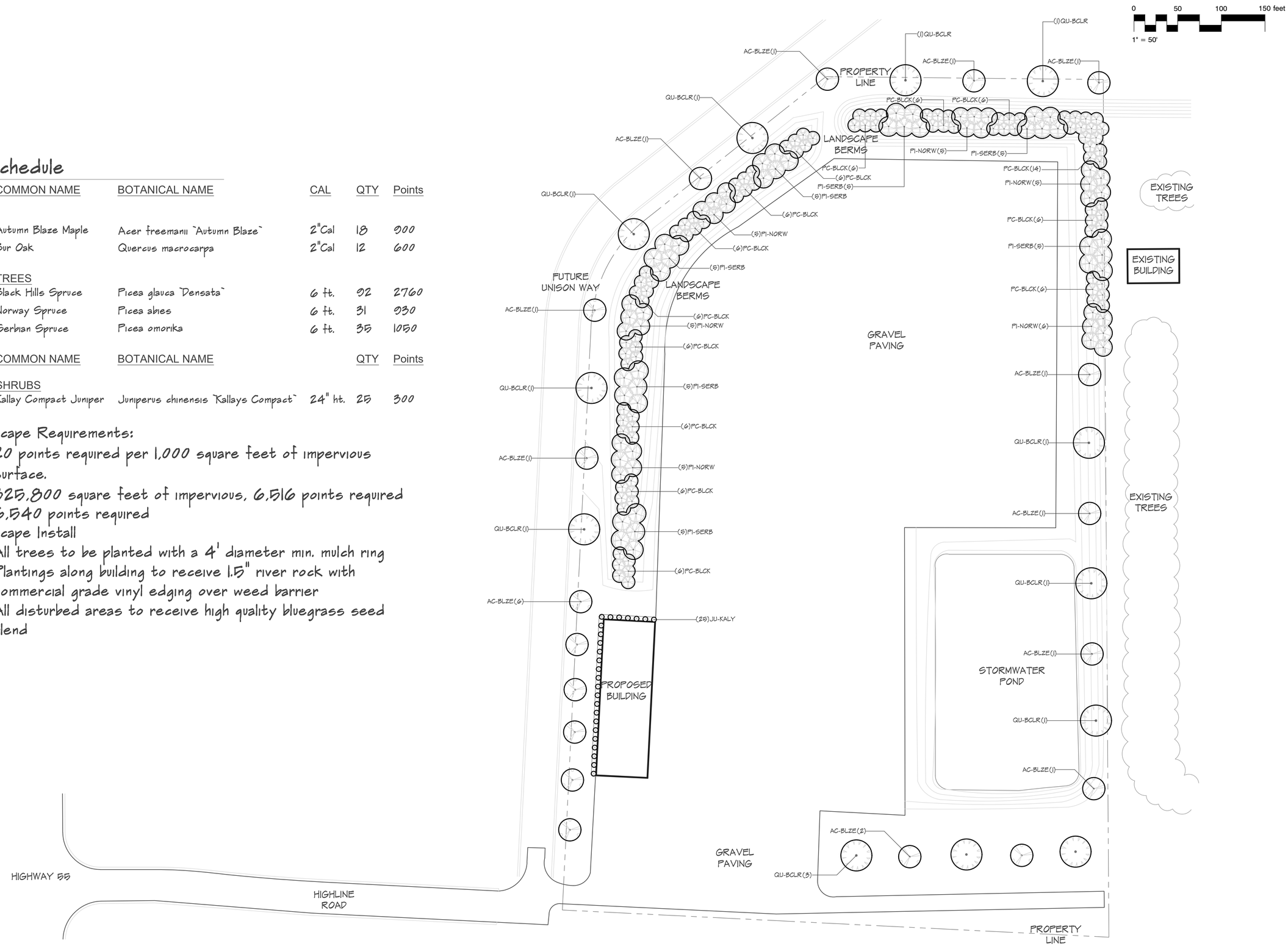
©2025 Calumet County Wisconsin


LOCATION MAP
NW 1/4 SEC 06, T 20 N., R 19 E,
Village of Harrison
Calumet County, WI
Project Location
NO SCALE
SITE INFORMATION:
Legal Description: Lot 1 of Pending CSM
Site Address: Highline Road
Parcel #: 40398
Current Use: Vacant/Agriculture
Proposed Use: Top Soil Pulverizing
Current Zoning: BP - Business Park
Proposed Zoning: IM - Industrial & Manufacturing
Adjacent Zoning:
North - BP - Business Park
South - AG - General Agriculture & CC - Community Commercial
East - AG - General Agriculture
West - BP - Business Park
Site Areas
Parcel Area: 553,851 SF (12.71 Acres)
Existing Building Area: 0 SF
Existing Pavement Area: 0 SF
Total Existing Impervious: 0 SF (0.00%)
Total Proposed Building Area: 10,800 SF
Total Proposed Pavement Area: 315,000 SF
Total Proposed Impervious: 325,800 SF (58.82%)
Total Proposed Greenspace: 228,051 SF (41.18%)
PROPERTY OWNER:
Crossroads Land Development, LLC
Gene Frederickson
W4755 Creekview Road
Kaukauna, WI 54130
Telephone: (920) 766-1100
Email: gene@gflexc.com
APPLICANT:
Gene Frederickson Trucking & Excavating, Inc.
Troy Frederickson
4450 Fieldcrest Drive
Kaukauna, WI 54130
Telephone: (920) 860-4552
Email: troy@gflexc.com
Products Manufactured: Topsoil
Products Sold: Topsoil
Products Stored: Topsoil
Building Use: Heavy Equipment Storage and Maintenance, Fabrication, and Repair & Office
No hazardous materials are stored on-site
Wetlands within the project area are exempt. Refer to DNR Non-Federal Exemption EXE-NE-2025-8-03812 and DNR Artificial Exemption EXE-NE-2025-8-03745
LEGEND
Overhead Utility Lines
Storm Sewer (Pipe Size)
Underground Gas Line
Treeline
Culvert
Index Contour - Existing
Intermediate Contour - Existing
Delineated Wetlands
Proposed Building
Proposed Asphalt
Proposed Concrete
Proposed Gravel
Catch Basin / Yard Drain
Ex Spot Elevation
¾" Rebar Found
Government Corner
Benchmark
Asphalt Pavement
Concrete Pavement
Gravel
SHEET INDEX:
Sheet Page
Site Plan C1.0
Topographic Survey C1.1
Drainage and Grading Plan C1.2
Erosion & Sediment Control Plan C1.3
Erosion & Sediment Control Details C2.1
Construction Details C2.2
Stormwater Pond Details C2.3
Improvement Plans: Highline Road - Sta 0+00 to 5+88 C3.1
Lot 1
553,851 SF
12.7161 ac
Proposed Building
Proposed Stormwater Pond
Proposed Gravel
Storm Pipe to be removed
Endwall R-21.1
Inv 743.90
Endwall R-20.1
30" Inv 743.00
Endwall R-10.1
15" Inv 743.00
Endwall R-1.1
18" Inv 742.00
Proposed 396' 30" Storm @ 0.13%
Proposed 518' 15" Storm @ 0.16%
Proposed 347' 18" Storm @ 0.29%
516.74'
155.3'
12" HDPE
Inv.=751.22'
12" HDPE
Inv.=749.83'
4" PVC
Inv.=749.86'
15" RCP
Inv.=754.39'
Highline Road
Future Unison Way
Landscape Berm
Unplatted Lands
Owner: Crossroads Land Development LLC
Unplatted Lands
Owner: Eugene M Frederickson
Unplatted Lands
Owner: Beverly A. Lehrer
120' Wisconsin Gas and Electric Company Tree Cutting Easement Per Volume F of Misc. Page 540
80' Wisconsin Gas and Electric Company Transmission Line Easement Per Volume F of Misc. Page 540
121' Wisconsin Gas and Electric Company Tree Cutting Easement Per Volume F of Misc. Page 540
125' Wisconsin Michigan Power Company Per Volume V of Misc. Pages 148-149
S.T.H. 55
Tower Base
Spoil Pile
Wood Chips
Ex. Building
BM 3
MH B
MH A
MH 2
PRELIMINARY
Fredericksen Land - Crossroads Project
Village of Harrison, Calumet County, WI
For: Gene Frederickson Trucking & Excavating
DAVEL ENGINEERING & ENVIRONMENTAL, INC.
Civil Engineers and Land Surveyors
1164 Province Terrace, Menasha, WI 54952
Phone: (920) 968-6868
www.davel.pro
SITE PLAN
Date: 12/31/2025
Filename: 9018engr.dwg
Author: MDB
Last Saved by: mitch
Page C1.0
12/31/2025 8:48 AM - x:\Projects\9018\Engr\Civil 3D\9018engr.dwg - Printed by: mitch

Planting Schedule

CODE	COMMON NAME	BOTANICAL NAME	CAL	QTY	Points
TREES					
AC-BLZE	Autumn Blaze Maple	Acer freemanii `Autumn Blaze`	2"Cal	18	900
QU-BCLR	Bur Oak	Quercus macrocarpa	2"Cal	12	600
EVERGREEN TREES					
PC-BLCK	Black Hills Spruce	Picea glauca `Densata`	6 ft.	92	2760
PI-NORW	Norway Spruce	Picea abies	6 ft.	31	930
PI-SERB	Serbian Spruce	Picea omorika	6 ft.	35	1050
CODE	COMMON NAME	BOTANICAL NAME		QTY	Points
EVERGREEN SHRUBS					
JU-KALY	Kallay Compact Juniper	Juniperus chinensis `Kallays Compact`	24" ht.	25	300

1. Landscape Requirements:
   - 1.1. 20 points required per 1,000 square feet of impervious surface.
   - 1.2. 325,800 square feet of impervious, 6,516 points required
   - 1.3. 6,540 points required
2. Landscape Install
   - 2.1. All trees to be planted with a 4' diameter min. mulch ring
   - 2.2. Plantings along building to receive 1.5" river rock with commercial grade vinyl edging over weed barrier
   - 2.3. All disturbed areas to receive high quality bluegrass seed blend



Schmalz
Custom Landscaping and Garden Center

LANDSCAPE ARCHITECTURE
DEVELOPMENT
CONSTRUCTION

AWARD WINNING DESIGN AND INSTALLATION

W2484 CTY RD KK
APPLETON, WI 54915-9464
PHONE 920-733-8223
FAX 920-733-3262
WWW.SCHMALZLANDSCAPING.COM

All ideas, designs, arrangements and plans indicated by this drawing are owned by, and are the property of Schmalz Custom Landscaping. None of these ideas, arrangements or plans shall be disclosed to any person, firm or contractor for any purpose without the written permission of Schmalz Custom Landscaping, Inc.
Written dimensions on this plan shall have precedence over scaled dimensions.
DO NOT SCALE
© 2020, Schmalz Custom Landscaping, Inc.

Gene Fredericksen Excavating Soil Shredder
Highline Road
Town of Harrison, Wis. 54130

DATE: 01/05/2026
REVISED:
PHONE NO.: 920.636.5387
EMAIL: alexh@schmalzlandscaping.com
SCALE: 1" = 50'- 0"
DRAWN BY: AMH
SHEET TITLE: Landscape Plan
SHEET NO.: L-1
JOB # | FILE NO.

VILLAGE BOARD MEETING **VILLAGE OF HARRISON**

From:
Chad Pelishek, Village Manager

Meeting Date:
January 27, 2026

Title:
Certified Survey Map (CSM) – Boyd Dietzen – Schmidt Rd – Parcel 33278

Recommended Action:
Staff recommends approval of the Certified Survey Map (CSM), subject to the following conditions:

1. Construction of a principal structure on either Lot 1 or Lot 2 shall require rezoning to Rural Residential [RR]

Background and Additional Information:

The Plan Commission approved this item.

The applicant proposes dividing Parcel 33278 via a Certified Survey Map (CSM). The subject property is located along Schmidt Rd, one-quarter mile east of the Luniak Meadow subdivision.

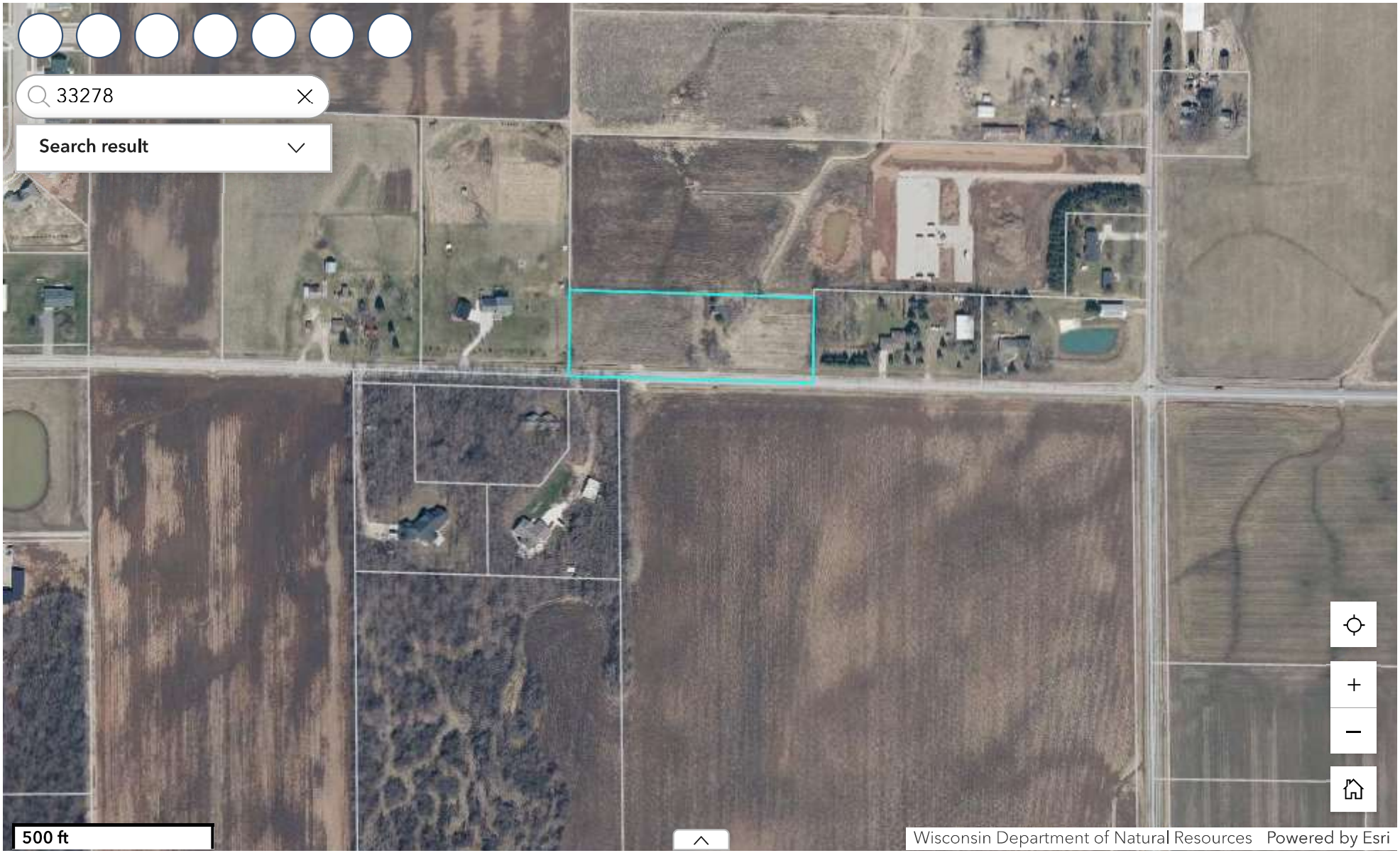
The proposed CSM would divide Parcel 33278 into two lots: Lot 1, consisting of 1.3564 acres, and Lot 2, consisting of 1.0003 acres. The purpose of the split is to create two buildable residential lots.

Parcel 33278 is currently zoned General Agriculture. Building a residential structure on either proposed lot would require rezoning to Rural Residential [RR].

Attachments:
- Aerial Maps
- CSM

All-In-One Map

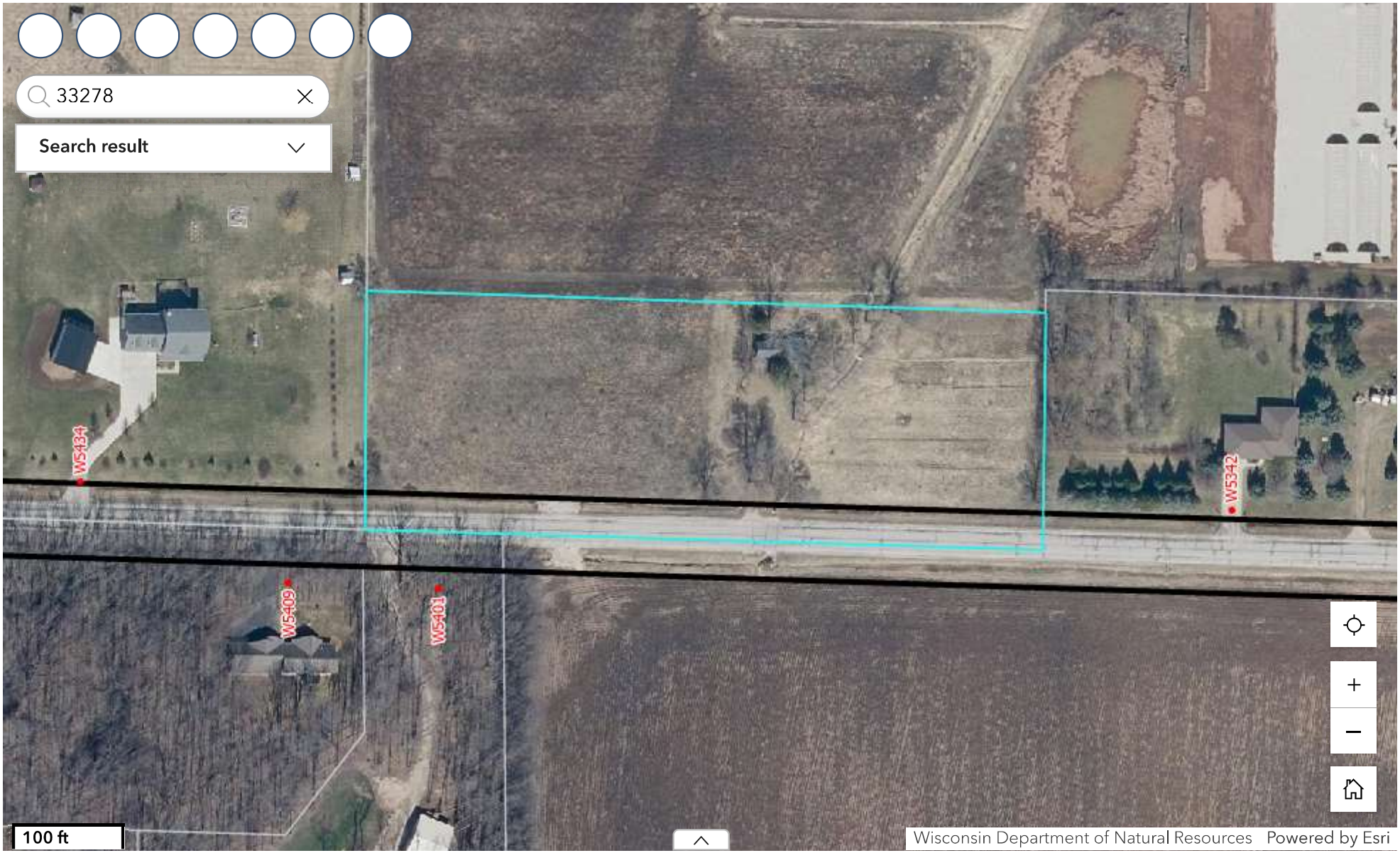
Appleton



©2025 Calumet County Wisconsin

All-In-One Map

Appleton



©2025 Calumet County Wisconsin

CERTIFIED SURVEY MAP NO.

ALL OF LOT 3 OF CERTIFIED SURVEY MAP 192, RECORDED AS DOCUMENT NUMBER 129513, BEING PART OF THE SOUTHEAST 1/4 OF THE SOUTHEAST 1/4 AND SOUTHWEST 1/4 OF THE SOUTHEAST 1/4 OF SECTION 02, TOWNSHIP 20 NORTH, RANGE 18 EAST, VILLAGE OF HARRISON, CALUMET COUNTY, WISCONSIN.

CERTIFIED SURVEY MAP NO. _____

ALL OF LOT 3 OF CERTIFIED SURVEY MAP 192, RECORDED AS DOCUMENT NUMBER 129513, BEING PART OF THE SOUTHEAST 1/4 OF THE SOUTHEAST 1/4 AND SOUTHWEST 1/4 OF THE SOUTHEAST 1/4 OF SECTION 02, TOWNSHIP 20 NORTH, RANGE 18 EAST, VILLAGE OF HARRISON, CALUMET COUNTY, WISCONSIN.

SURVEYOR'S CERTIFICATE:

I, CRAIG LOCY, PROFESSIONAL WISCONSIN LAND SURVEYOR, CERTIFY THAT I HAVE SURVEYED, DIVIDED, DEDICATED, AND MAPPED AT THE DIRECTION OF BOYD DIETZEN, ALL OF LOT 3 OF CERTIFIED SURVEY MAP 192, RECORDED AS DOCUMENT NUMBER 129513, BEING PART OF THE SOUTHEAST 1/4 OF THE SOUTHEAST 1/4 AND SOUTHWEST 1/4 OF THE SOUTHEAST 1/4 OF SECTION 02, TOWNSHIP 20 NORTH, RANGE 18 EAST, VILLAGE OF HARRISON, CALUMET COUNTY, WISCONSIN MORE FULLY DESCRIBED AS FOLLOWS:

COMMENCING AT THE SOUTHEAST CORNER OF SECTION 02, TOWNSHIP 20 NORTH, RANGE 18 EAST; THENCE ALONG THE SOUTH LINE OF SOUTHEAST 1/4 OF SECTION 02, NORTH 88 DEGREES 21 MINUTES 50 SECONDS WEST, 830.10 FEET TO THE POINT OF BEGINNING; THENCE CONTINUING ALONG THE SOUTH LINE OF THE SOUTHEAST 1/4, NORTH 88 DEGREES 21 MINUTES 50 SECONDS WEST, 603.81 FEET; THENCE ALONG THE WEST LINE OF CERTIFIED SURVEY MAP 3314, RECORDED IN THE CALUMET COUNTY REGISTER OF DEEDS OFFICE AS DOCUMENT NUMBER 474209, NORTH 00 DEGREES 11 MINUTES 24 SECONDS EAST, 210.00 FEET; THENCE ALONG THE SOUTH LINE OF LOT 2 OF CERTIFIED SURVEY MAP 198, RECORDED IN THE CALUMET COUNTY REGISTER OF DEEDS OFFICE AS DOCUMENT NUMBER 129513, SOUTH 88 DEGREES 21 MINUTES 50 SECONDS EAST, 604.30 FEET; THENCE ALONG THE WEST LINE OF LOT 2 OF CERTIFIED SURVEY MAP 680, RECORDED IN THE CALUMET COUNTY REGISTER OF DEEDS OFFICE AS DOCUMENT NUMBER 151657, SOUTH 00 DEGREES 19 MINUTES 24 SECONDS WEST, 210.00 FEET BACK TO THE POINT OF BEGINNING. CONTAINING 126,812 SQUARE FEET [2.9112 ACRES]. SUBJECT TO ALL EASEMENTS AND RESTRICTIONS OF RECORD.

I FURTHER CERTIFY THAT THE WITHIN MAP IS A TRUE AND CORRECT REPRESENTATION OF THE EXTERIOR BOUNDARIES OF THE LANDS SURVEYED AND THE DIVISION OF THE LAND AND THAT I HAVE FULLY COMPLIED WITH 236.34 OF WISCONSIN STATE STATUTES AND THE CALUMET COUNTY AND VILLAGE OF HARRISON SUBDIVISION AND PLATTING REGISTRATIONS IN SURVEYING AND MAPPING OF THE SAME.

DATED THE 17th DAY OF DECEMBER, 2025.

_____
CRAIG LOCY #2940
CRL SURVEYING, LLC.
N2241 MANLEY ROAD
HORTONVILLE, WI 54944

NOTES:
1. THIS CSM IS ALL OF TAX PARCEL NUMBER'S: 131-0000-0000000-000-0-201802-00-440F
2. THE PROPERTY OWNER'S OF RECORD ARE: BOYD DIETZEN AND LAUREN SMITH.
3. THIS CSM IS WHOLLY CONTAINED WITHIN THE PROPERTY DESCRIBED IN THE FOLLOWING RECORDED INSTRUMENT: DOCUMENT NUMBER 592858.
4. ALL BUILDING SETBACKS AND OTHER LAND USE REQUIREMENTS SHOULD BE VERIFIED BY THE VILLAGE OF HARRISON AND THE CALUMET COUNTY PLANNING AND ZONING DEPARTMENT PRIOR TO ANY CONSTRUCTION OR OTHER LAND USE ACTIVITY.

CRL LAND SURVEYING

920. 422. 2829

Village of HARRISON
WHERE OPPORTUNITY LIVES

VILLAGE BOARD MEETING **VILLAGE OF HARRISON**

From:
Chad Pelishek, Village Manager

Meeting Date:
January 27, 2026

Title:
Site Plan Review – Eugene Frederickson – Hwy 55 – Parcel 40398

Recommended Action:
Staff recommends approval of the site plan with the following conditions:

1. A detailed site plan review, pursuant to Article XIII of the zoning ordinance, shall be completed prior to issuance of zoning and building permits.
2. WisDOT approval for a commercial entrance prior to the issuance of any zoning and building permits.
3. Recording of the Certified Survey Map (CSM), approved by the Village Board on December 16, 2025, adjusting lot lines to place the building entirely on Parcel 40398, prior to the issuance of any zoning or building permits.
4. Approval of a Conditional Use Permit (CUP) prior to the start of any topsoil shredding operations.
5. The site plan shall be subject to the review and recommendations of the Village of Harrison's engineer(s) of record.
6. A grading/drainage stormwater management plan and erosion control plan shall be reviewed and approved by the Village engineer and Village staff.
7. Only uses permitted within the applicable zoning district shall be allowed on this site.
8. All applicable local, county, and state rules, regulations, and ordinances shall be met.
9. Any changes to the plan shall require an amendment to this site plan approval.

Background and Additional Information:

The Plan Commission approved this item.

The applicant has submitted a proposed site plan for a trade and contractor building with a separate topsoil shredding operation located on Parcel 40398, east of Hwy 55 and Highline Rd.

The proposed 60-foot by 180-foot building will be a multi-tenant facility. The use of the building includes office space for staff, welding and fabrication areas, heavy equipment storage, and equipment maintenance and repair.

The west (street facing) elevation will consist of metal wall paneling above split-face block or masonry. The south and north elevations render metal wall paneling, with the north elevation partially screened by a landscaped berm.

The northeast portion of the site will feature a controlled topsoil shredding operation, which is being reviewed as a separate agenda item. A stormwater pond is proposed in the southeast corner. Landscaped berms enclose the majority of the parcel.

Proposed site access includes either a future Unison Drive connection to Highway 55 to the north or the future extension of Highline Road from Highway 55 to the west. The Village and the applicant are currently coordinating with the Wisconsin Department of Transportation (WisDOT) regarding both access options.

Official WisDOT approval for a commercial entrance is required prior to the issuance of any zoning or building permits. Engineering and site plan approval, however, would allow the applicant to proceed with site grading and preparation for the future topsoil shredding operations, subject to approval of the required Conditional Use Permit (CUP).

The site plan along with stormwater management & erosion control are currently under review by staff and the village engineer.

A rezoning proposal from Business Park [BP] to Industrial & Manufacturing [IM] also is being reviewed as a separate agenda item for this location.

A Certified Survey Map (CSM) was approved by the Village Board on December 16, 2025, to accommodate future development. The CSM includes lot line adjustments affecting Parcels 40398, 40378, and 40394.

Attachments:

- Aerial Maps
- Site Plan and Renderings
- Landscaping Plan

All-In-One Map

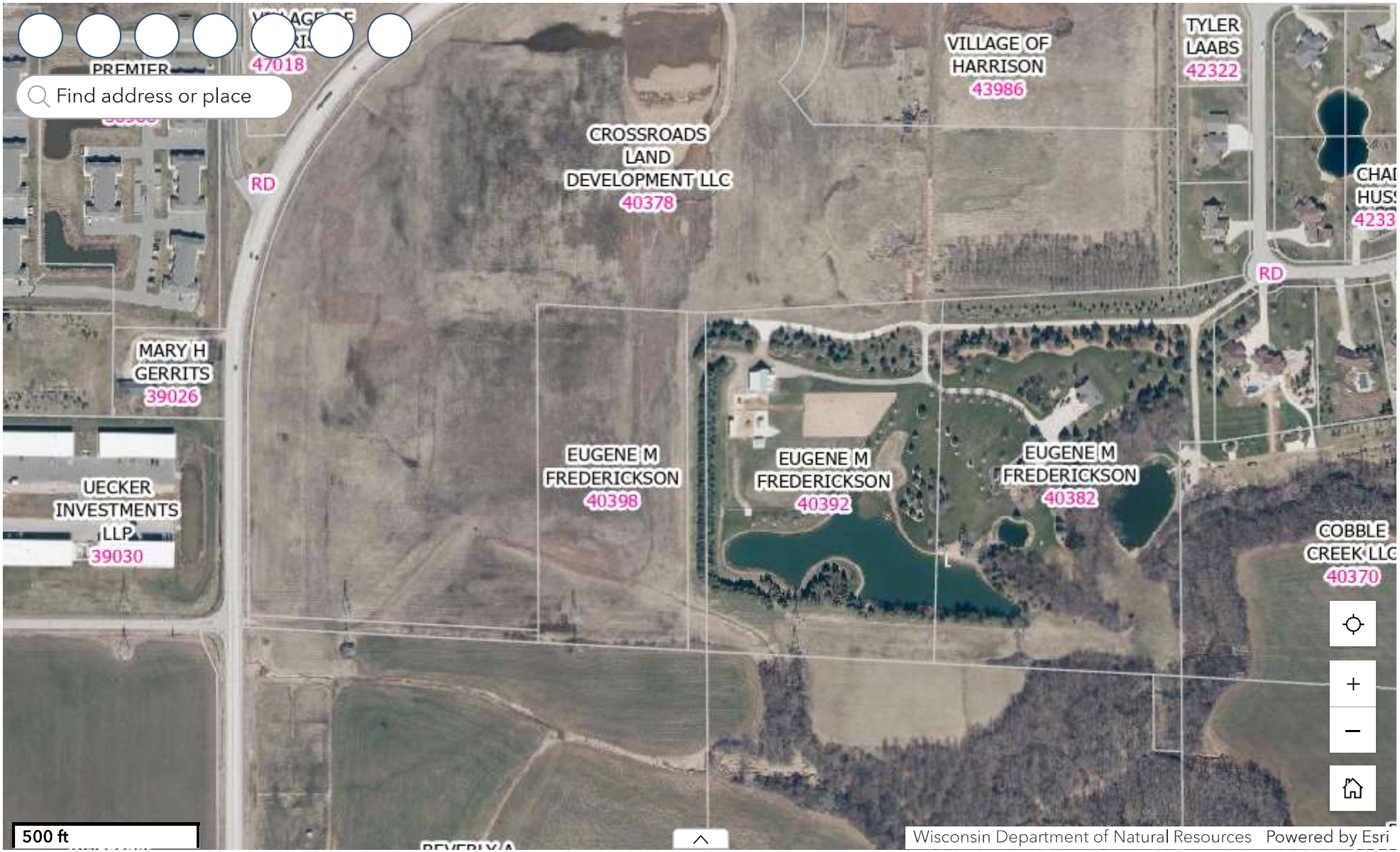
Appleton

206 Court Street, Chilton, Wisconsin 53014 | 920-849-1442

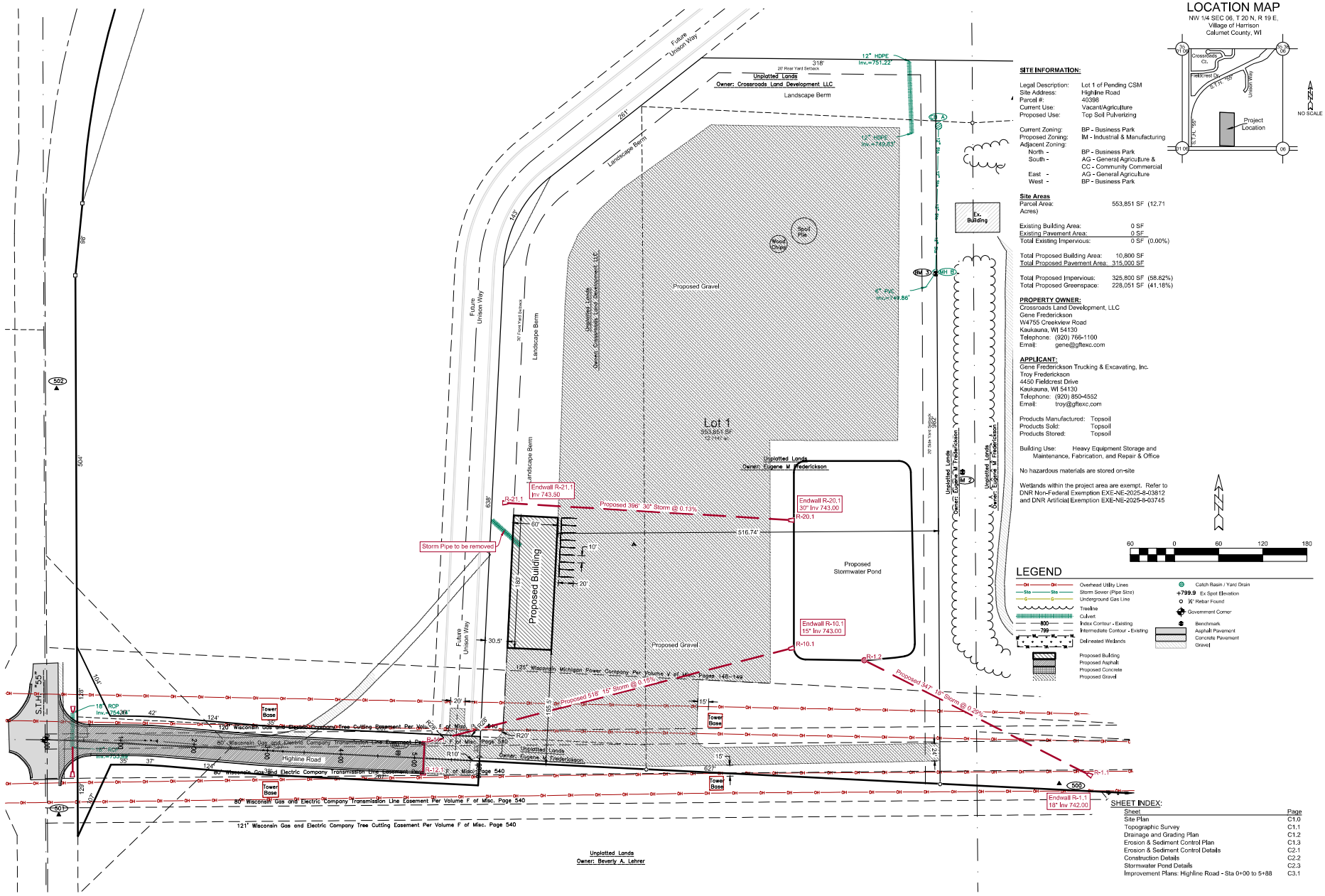
©2025 Calumet County Wisconsin

All-In-One Map

Appleton



©2025 Calumet County Wisconsin



PRELIMINARY

DAVEL ENGINEERING & ENVIRONMENTAL, INC.
Civil Engineers and Land Surveyors
1164 Province Terrace, Menasha, WI 54952
Phone: (920) 968-0888
www.davel.pro

Frederickson Land - Crossroads Project

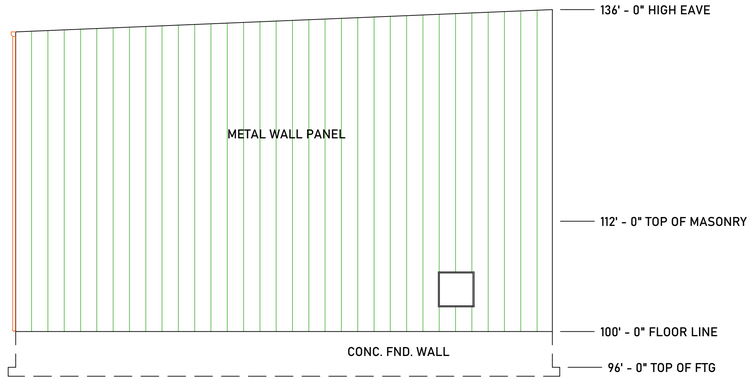
Village of Harrison, Calumet County, WI

For: Gene Frederickson Trucking & Excavating

SITE PLAN

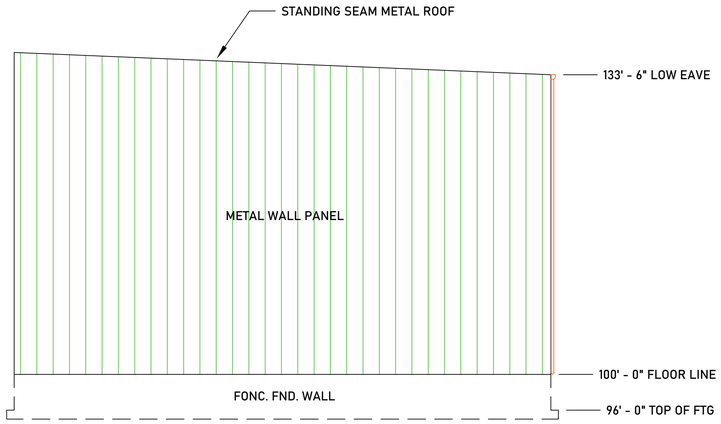
Date: 12/31/2025
Filename: 9018engr.dwg
Author: MDB
Last Saved by: mitch
Page: C1.0

12/31/2025 8:48 AM - x:\Projects\9018\re\dwg\Civil 3D\9018engr.dwg - Printed by: mitch



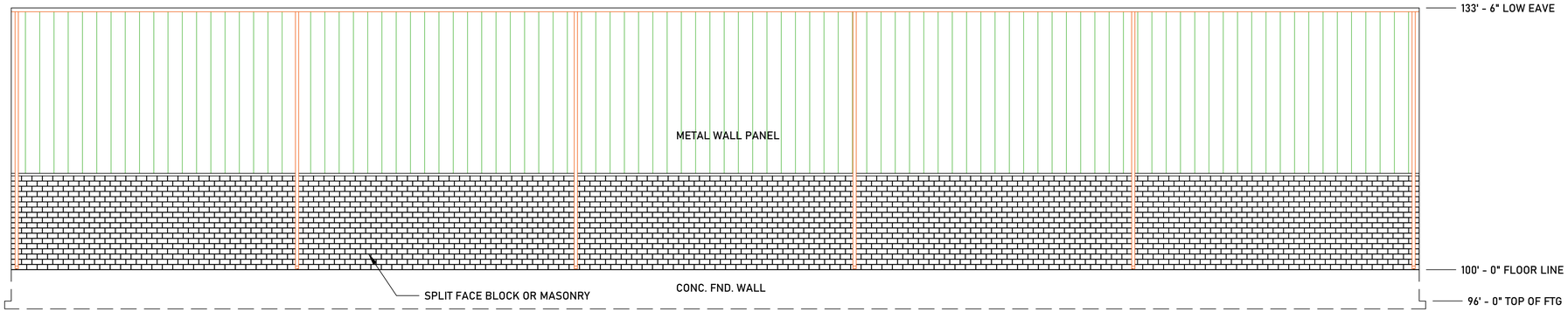
SOUTH ELEVATION

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



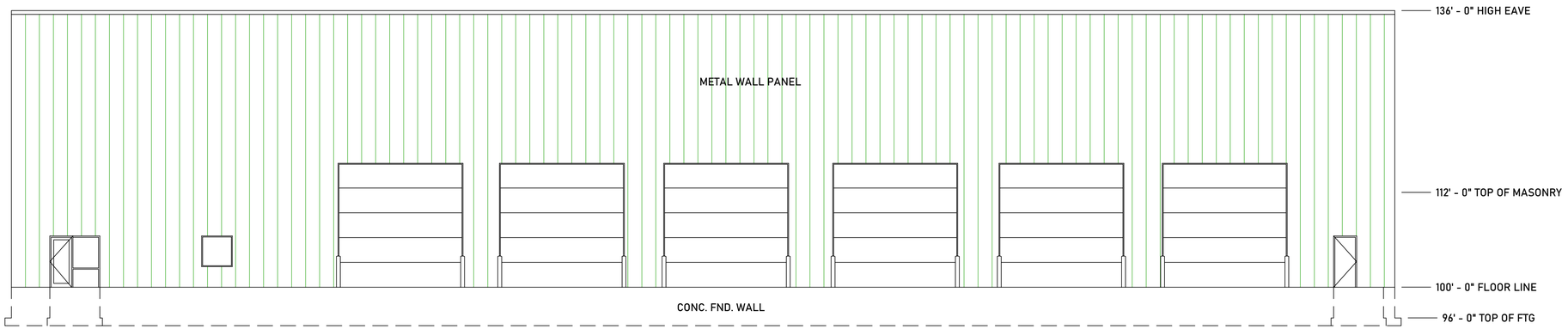
NORTH ELEVATION

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



WEST ELEVATION

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



EAST ELEVATION

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

Gene Fredrickson Trucking & Excavating, Inc.
4401 Wolcott Drive, Kaukauna, WI
Phone: 920-766-1100
Fax: 920-766-1103
tim@gfexc.com

GFT PROPOSED SHOP

KAUKAUNA, WISCONSIN

Revisions:

Project Number: 1

Issue Date: 08JAN2025

Scale: AS NOTED

A1

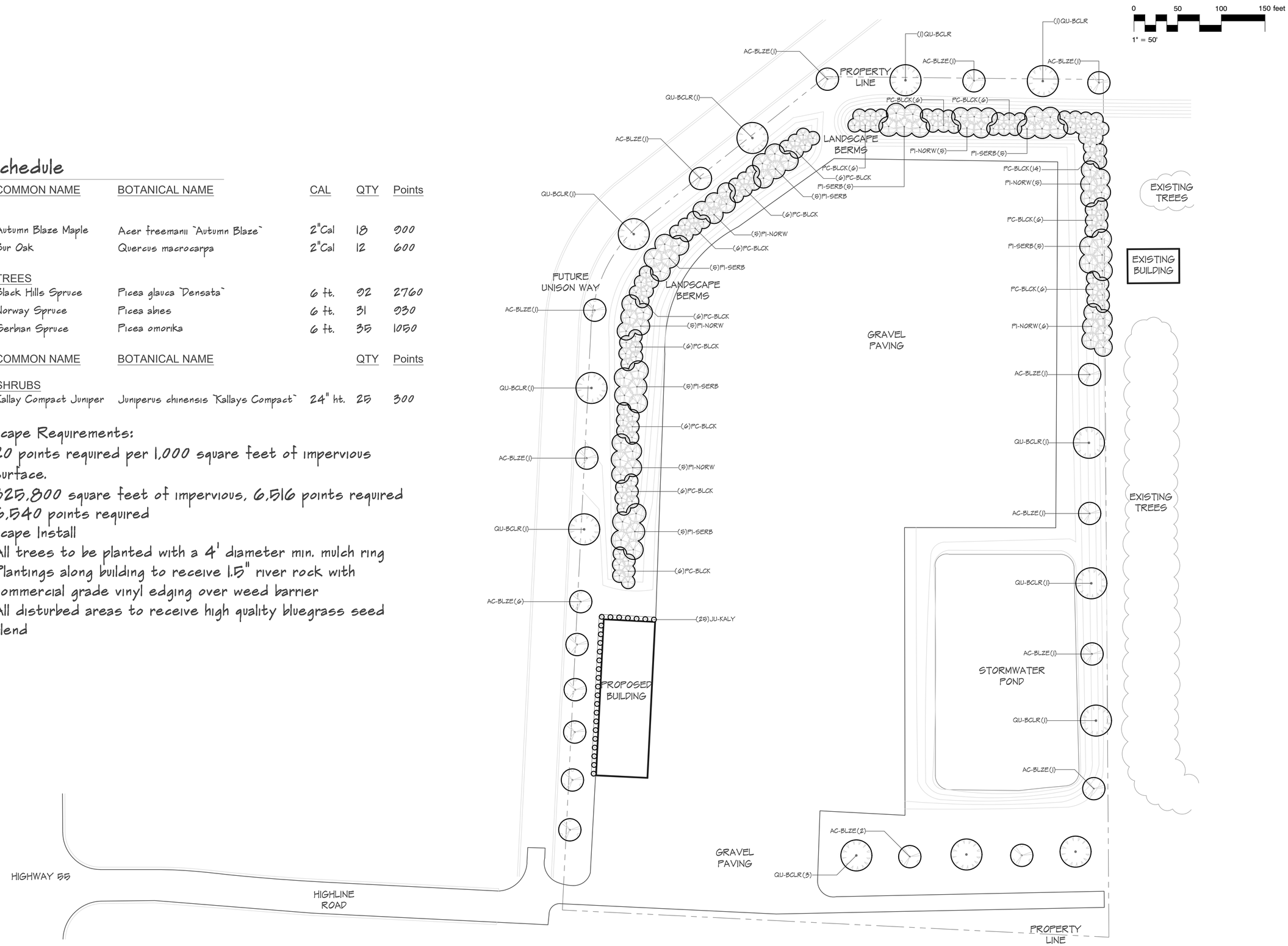
ELEVATIONS

Planting Schedule

CODE	COMMON NAME	BOTANICAL NAME	CAL	QTY	Points
TREES					
AC-BLZE	Autumn Blaze Maple	Acer freemanii `Autumn Blaze`	2"Cal	18	900
QU-BCLR	Bur Oak	Quercus macrocarpa	2"Cal	12	600
EVERGREEN TREES					
PC-BLCK	Black Hills Spruce	Picea glauca `Densata`	6 ft.	92	2760
PI-NORW	Norway Spruce	Picea abies	6 ft.	31	930
PI-SERB	Serbian Spruce	Picea omorika	6 ft.	35	1050

CODE	COMMON NAME	BOTANICAL NAME		QTY	Points
EVERGREEN SHRUBS					
JU-KALY	Kallay Compact Juniper	Juniperus chinensis `Kallays Compact`	24" ht.	25	300

1. Landscape Requirements:
   - 1.1. 20 points required per 1,000 square feet of impervious surface.
   - 1.2. 325,800 square feet of impervious, 6,516 points required
   - 1.3. 6,540 points required
2. Landscape Install
   - 2.1. All trees to be planted with a 4' diameter min. mulch ring
   - 2.2. Plantings along building to receive 1.5" river rock with commercial grade vinyl edging over weed barrier
   - 2.3. All disturbed areas to receive high quality bluegrass seed blend



Schmalz
Custom Landscaping and Garden Center

LANDSCAPE ARCHITECTURE
DEVELOPMENT
CONSTRUCTION

AWARD WINNING DESIGN AND INSTALLATION

W2484 CTY RD KK
APPLETON, WI 54915-9464
PHONE 920-733-8223
FAX 920-733-3262
WWW.SCHMALZLANDSCAPING.COM

All ideas, designs, arrangements and plans indicated by this drawing are owned by, and are the property of Schmalz Custom Landscaping. None of these ideas, arrangements or plans shall be disclosed to any person, firm or contractor for any purpose without the written permission of Schmalz Custom Landscaping, Inc.
Written dimensions on this plan shall have precedence over scaled dimensions.

DO NOT SCALE

© 2020, Schmalz Custom Landscaping, Inc.

Gene Fredericksen Excavating Soil Shredder
Highline Road
Town of Harrison, Wis. 54130

DATE: 01/05/2026
REVISED:
PHONE NO.: 920.636.5387
EMAIL: alexh@schmalzlandscaping.com
SCALE: 1" = 50'- 0"
DRAWN BY: AMH
SHEET TITLE: Landscape Plan
SHEET NO.: L-1
JOB # | FILE NO.

Village of HARRISON
WHERE OPPORTUNITY LIVES

VILLAGE BOARD MEETING **VILLAGE OF HARRISON**

From: Chad Pelishek, Village Manager **Meeting Date:** 1/27/2026

Title: 2026 Asphalt Resurfacing Projects: McMahon Design, Bidding and Construction Services.

Recommended Action: Motion to approve the contract with McMahon for design, bidding and construction services for the 2026 Asphalt Resurfacing Program for Mile Long Road, Clover Ridge Estates and Linden Hills Estates subdivisions for $60,000.

Background and Additional Information:

This contract is for McMahon to assist the Village staff with design, bidding and construction services for Clover Ridge and Linden Hills Estates subdivisions including the following streets:

- Mile Long Drive
- Amy Avenue
- Clover Ridge Trail
- Tannery Lane
- White Clover Circle
- Colin Street
- Red Clover Trail
- Trailwood Lane
- Hidden Trail Lane
- Gable Drive
- Chadbury Lane
- Linden Hills Drive
- Cumberland Drive

Budget Impacts: This project is included the 2026 Capital Improvement Program.

Attachments: Contract from McMahon dated January 6, 2026

McMAHON
ENGINEERS ARCHITECTS

AGREEMENT
FOR PROFESSIONAL SERVICES

VILLAGE OF HARRISON
Attn: Chad Pelishek, Village Manager
W5298 State Road 114
Harrison, WI 54952

JANUARY 6, 2026
McM. No. M0032-09-99-00012
2026 ASPHALT STREET RESURFACING

PROJECT DESCRIPTION

Design, Bidding and Construction Phase Engineering Services for the 2026 Asphalt Street Resurfacing Program for the Village of Harrison. Streets included in the 2026 program include Mile Long Drive, approximately 3,200 linear feet, and the streets located within the Clover Ridge Estates and Linden Hills Estates Subdivisions, including Amy Avenue, Clover Ridge Trail, Tannery Lane, White Clover Circle, Colin Street, Red Clover Trail, Trailwood Lane, Hidden Trail Lane, Gable Drive, Hartford Lane, Chadbury Lane, Linden Hills Drive and Cumberland Drive, approximately 17, 150 linear feet.

SCOPE OF SERVICES

McMahon Associates, Inc. (McMahon) agrees to provide the following Scope of Services for this project:

DESIGN & BIDDING RELATED SERVICES

- Prepare an Opinion of Probable Costs based upon final design plans.
- Prepare bid documents including construction specifications.
- Advertise the project in accordance with State Statutes.
- Answer questions raised by prospective bidders.
- Prepare and distribute addenda, if necessary.
- Attend bid opening, analyze bids received and prepare bid tabulation and letter of recommendation of award.

CONSTRUCTION RELATED SERVICES

- Prepare contract documents for review and execution by successful contractor and Village of Harrison.
- Schedule and conduct pre-construction conference.
- Review shop drawings and material submittals.
- Provide construction and control staking once for the contractors to establish location, alignment and elevation of the roadway improvements.
- Prepare construction elevation grade sheets.
- Review contractor payment applications and change orders as they are submitted. Issue payment certificates to Village for review and approval.
- Conduct periodic site visits to review progress of the work and answer questions.
- Conduct final walk-through and generate punch lists.

ITEMS NOT INCLUDED IN THE SCOPE OF SERVICES

The following items are not included in the Scope of Services for this project and will only be provided if authorized by the Client and agreed to by McMahon.

- Geotechnical soil borings.
- On-Site Representative services.
- Permit application fees and other review or approving agency fees.

SPECIAL TERMS (Refer also to the attached General Terms & Conditions, which are hereby incorporated by reference into this Agreement.)

The Client agrees that the Project Description, Scope of Services, and Compensation sections contained in this Agreement, pertaining to this project or any addendum thereto, are considered confidential and proprietary, and shall not be released or otherwise made available to any third party, prior to the execution of this Agreement, without the express written consent of McMahon.

COMPENSATION

McMahon agrees to provide the Scope of Services described above for the following Time and Expense compensation.

- Design & Bidding Related Services..... $5,000.00
- Construction Related Services..... $55,000.00

TOTAL..... $60,000.00

COMPLETION SCHEDULE

McMahon agrees to complete this project as follows:

- Prepare bid documents for a tentative bid opening of Wednesday, March 18, 2026 and tentative Contract Award at the March 31st Village Board meeting.

ACCEPTANCE

The General Terms & Conditions and the Scope of Services (defined in the above Agreement) are accepted, and McMahon is hereby authorized to proceed with the services. The Agreement fee is firm for acceptance within sixty (60) days from the date of this Agreement.

VILLAGE OF HARRISON
W5298 State Road 114
Harrison, WI 54952

Authorized Signature

Date

McMAHON ASSOCIATES, INC.
1445 McMahon Drive | PO Box 1025
Neenah, WI 54956 | 54957-1025
920.751.4200 | MCMGRP.COM

Lee R. Reibold, P.E.
Associate / Sr Municipal & Civil Engineer

January 6, 2026
Date

McMAHON ENGINEERS ARCHITECTS

McMAHON ASSOCIATES, INC.
GENERAL TERMS & CONDITIONS

1. STANDARD OF CARE

1.1 Services: McMahon Associates, Inc. (McMahon) shall perform services consistent with the professional skill and care ordinarily provided by engineers/architects practicing in the same or similar locality under the same or similar circumstances. McMahon shall provide its services as expeditiously as is consistent with such professional skill and care and the orderly progress of the project.

1.2 Client's Representative: McMahon intends to serve as the Client's professional representative for those services, as defined in this Agreement, and to provide advice and consultation to the Client as a professional. Any opinions of probable project costs, approvals and other decisions made by McMahon for the Client are rendered based on experience and qualifications and represent our professional judgment. For clarity, Client may sometimes be referred to as "Owner" in this and related documents.

1.3 Warranty, Guarantees, Terms and Conditions: McMahon does not provide a warranty or guarantee, express or implied, for professional services. This Agreement or contract for services is not subject to the provisions of uniform commercial codes. Nothing contained in this Agreement shall create a contractual relationship with or a cause of action in favor of a third party against either the Client or McMahon. McMahon's services under this Agreement are being performed solely for the Client's benefit, and no other entity shall have any claim against McMahon because of this Agreement or the performance or nonperformance of services hereunder. The Agreement does not create, nor does it intend to create a fiduciary relationship with Client or any other party.

2. PAYMENT AND COMPENSATION

2.1 Invoices: McMahon will bill the Client monthly with net payment due in thirty (30) days. Past due balances shall be subject to an interest charge of 1.0% per month. Client is responsible for interest charges on past due invoices, collection agency fees and attorney fees incurred by McMahon to collect all monies due to McMahon. Client is responsible for all taxes levied on professional services and on reimbursable expenses. McMahon and Client hereby acknowledge that McMahon has and may exercise lien rights on subject property.

2.2 Reimbursables: Expenses incurred by McMahon for the project including, but not limited to, equipment rental will be billed to the Client at cost plus 10% and sub-consultants at cost plus 12%. When McMahon, after execution of an Agreement, finds that specialized equipment must be purchased to provide special services, the cost of such equipment will be added to the agreed fee for professional services only after the Client agrees to these costs.

2.3 Changes: The stated fees and Scope of Services constitute McMahon's professional opinion of probable cost of the fees and tasks required to perform the services as defined. For those projects involving conceptual or process development services, activities often cannot be fully defined during initial planning. As the project progresses, facts uncovered may reveal a change in direction, which may alter the Scope. Changes by the Client during design may necessitate re-design efforts. McMahon will promptly inform the Client in writing of such situations so changes in this Agreement can be negotiated, as required.

2.4 Delays and Uncontrollable Forces: Costs and schedule commitments shall be subject to re-negotiation for delays caused by the Client's failure to provide specified facilities or information, or for force majeure delays caused by unpredictable occurrences, including without limitation, fires, floods, riots, strikes, unavailability of labor or materials, delays or defaults by suppliers of materials or services, process shutdowns, infectious diseases or pandemics, acts of God or the public enemy, or acts or regulations of any governmental agency. Temporary delay of services caused by any of the above, which results in additional costs beyond those outlined, may require re-negotiation of this Agreement.

3. INSURANCE

3.1 Limits: McMahon will maintain insurance coverage in the following amounts:

Worker's Compensation	Statutory
General Liability	
Bodily Injury - Per Incident/Annual Aggregate	$1,000,000 / $2,000,000
Automobile Liability	
Bodily Injury	$1,000,000
Property Damage	$1,000,000
Professional Liability Coverage	$2,000,000

If the Client requires coverage or limits in addition to the above stated amounts, premiums for additional insurance shall be paid by the Client.

3.2 McMahon's total aggregate liability to the Client for any indemnity obligations, reimbursement of legal fees, or for any damages arising out of or related to the performance of this Agreement, whether based in tort, contract, or any other legal theory, shall be limited as follows: for contracts with a total value less than $250,000, to the lesser of two (2) times McMahon's fee or $250,000; for contracts with a total value equal to or exceeding $250,000, to McMahon's fee under this Agreement not to exceed $1,000,000.

3.3 Additional Insureds: Upon request and to the extent permitted by law, McMahon shall cause the primary and excess or umbrella policies for Commercial General Liability and Automobile Liability to include the Client as an additional insured for claims caused in whole or in part by McMahon's negligent acts or omissions. The additional insured coverage shall be primary and non-contributory to any of the Client's insurance policies and shall apply to both ongoing and completed operations. To the extent permitted by law, Client shall cause the contractor, if any, to include McMahon as an additional insured on contractor's Commercial General Liability, Automobile Liability and Excess or Umbrella policies for claims caused in whole or in part by contractor's acts or omissions. The additional insured coverage shall be primary and non-contributory to any of McMahon's insurance policies and shall apply to both ongoing and completed operations, and policies are to be endorsed with a waiver of subrogation, as evidenced on the Certificate of Insurance.

4. CLAIMS AND DISPUTES

4.1 General: In the event of a dispute between the Client and McMahon arising out of or related to this Agreement, the aggrieved party shall notify the other party of the dispute within a reasonable time after such dispute arises. The Client and McMahon agree to first attempt to resolve the dispute by direct negotiation.

4.2 Mediation: If an agreement cannot be reached by the Client and McMahon, unresolved disputes shall be submitted to mediation. The Client and McMahon shall share the mediator's fee and any filing fees equally.

4.3 Binding Dispute Resolution: If the parties do not resolve a dispute through mediation, the method of binding dispute resolution shall be litigation in a court of competent jurisdiction.

5. TERMINATION OR SUSPENSION

5.1 Client: Termination of this Agreement by the Client shall be effective upon seven (7) day written notice to McMahon. The written notice shall include the reasons and details for termination.

5.2 McMahon: If the Client defaults in any of the Agreements entered into between McMahon and the Client, or if the Client fails to carry contained in these Terms and Conditions, McMahon may, upon seven (7) days written notice, suspend its services without further obligation or liability to the Client unless, within such seven (7) day period, the Client remedies such violation to the reasonable satisfaction of McMahon. In addition, McMahon may terminate this Agreement for any reason, with or without cause, by providing seven (7) days written notice to the Client. Upon such termination, all obligations of McMahon shall cease. McMahon shall not be liable for any damages, costs, or additional compensation related to the termination.

5.3 Suspension for Non-Payment: McMahon may, after giving 48 hours' notice, suspend service under any Agreement until the Client has paid in full all amounts due for services rendered and expenses incurred.

5.4 Payment Upon Termination: If the Agreement is terminated, Client shall be responsible for paying for all work performed and/or expenses and damages incurred by McMahon. Payments shall be made in accordance with Section 2 above.

6. COPYRIGHTS AND LICENSES

6.1 Instruments of Service: McMahon and its subconsultants shall be deemed the author and owner of their respective Instruments of Service (IOS), including but not limited to the drawings, specifications, reports, and any computer modeling (BIM, etc.), and shall retain all common law, statutory and other reserved rights, including copyrights.

6.2 Licenses: McMahon grants to the Client a nonexclusive license to use McMahon's IOS solely and exclusively for the purposes of constructing, using, and maintaining the project, provided that the Client substantially performs its obligations under this Agreement, including prompt payment of all sums due.

6.3 Reuse: Use of IOS pertaining to this project by the Client for extensions of this project or on any other project shall be at the Client's sole risk and without liability or exposure to McMahon, and the Client agrees to defend, indemnify, and hold harmless McMahon from all claims, damages and expenses, including attorneys' fees arising out of such reuse of the IOS by the Client or by others acting through the Client.

7. AGREEMENT CONDITIONS

7.1 The stipulated fee is firm for acceptance by the Client within sixty (60) days from date of Agreement publication.

7.2 Modifications: This Agreement, upon execution, can be amended only by written amendment to the Agreement signed by both parties.

7.3 Governing Law: This Agreement shall be governed by the law of the place where the project is located, excluding that jurisdiction's choice of law rules.

7.4 Mutual Non-Assignment: The Client and McMahon, respectively bind themselves, their agents, successors, assigns and legal representatives to this Agreement. Neither the Client nor McMahon shall assign this Agreement without the written consent of the other.

7.5 Severability: The invalidity of any provision of this Agreement shall not invalidate the Agreement or its remaining provisions. If it is determined that any provision of the Agreement violates any law, or is otherwise invalid or unenforceable, then that provision shall be revised to the extent necessary to make that provision legal and enforceable. In such case the Agreement shall be construed, to the fullest extent permitted by law, to give effect to the parties' intentions and purposes in executing the Agreement.

7.6 Third Party: Nothing contained in this Agreement shall create a contractual relationship with, or a cause of action, in favor of a third party against McMahon.

8. MISCELLANEOUS PROVISIONS

8.1 Additional Client Services: The Client agrees to provide such legal, accounting and insurance counseling services as may be required for the project for the Client's purpose.

8.2 Client-Provided Information: The Client agrees that McMahon may rely on information provided by the Client or by third parties engaged by the Client.

8.3 Means and Methods: McMahon is not responsible for direction or supervision of construction means, methods, techniques, sequence, or procedures of construction selected by contractors or subcontractors, or the safety precautions and programs incident to the work of the contractors or subcontractors.

8.4 Purchase Orders: In the event the Client issues a purchase order or other instrument related to McMahon's services, it is understood and agreed that such document is for Client's internal accounting purposes only and shall in no way modify, add to, or delete any of the Terms and Conditions of this Agreement. Signed acknowledgment of receipt, or the actual performance of services subsequent to receipt, of any such purchase order, requisition or notice of authorization to proceed is specifically deemed not to constitute acceptance of any terms or conditions contrary to those set forth herein. If the Client does issue a purchase order, or other similar instrument, McMahon will indicate the purchase order number on the invoice(s) sent to the Client.

8.5 Project Maintenance: The Client (or Owner if applicable) shall be responsible for maintenance of the structure, or portions of the structure, which have been completed and have been accepted for its intended use. All structures are subject to wear and tear, and environmental and man-made exposures. As a result, all structures require regular and frequent monitoring and maintenance to prevent damage and deterioration. Such monitoring and maintenance is the sole responsibility of the Client or Owner. McMahon shall have no responsibility for such issues or resulting damages.

8.6 Consequential Damages: Notwithstanding any other provision of the Agreement, McMahon shall not be liable in contract or tort or otherwise for any special, indirect, consequential, or liquidated damages including but not limited to loss of profit or revenue, loss of capital, delay damages, loss of goodwill, claim of third parties, or similar damages arising out of or connected in any way to the project and/or this Agreement.

8.7 Corporate Protection: It is intended by the parties to this Agreement that McMahon's services in connection with the project shall not subject McMahon's individual employees, officers, or directors to any personal legal exposure for the risks associated with this project. Therefore, and notwithstanding anything to the contrary contained herein, the Client agrees that as the Client's sole and exclusive remedy, any claim, demand, or suit shall be directed and/or asserted only against McMahon, a Wisconsin corporation, and not against any of McMahon's employees, officers, or directors.

8.8 Contingency: The project will evolve and be refined over time. The Client shall provide appropriate contingency for design and construction costs consistent with the reasonable progression of the project. The Client and McMahon agree that revisions due to design clarifications or omissions which result in changes in work during the construction phase which amount to 5% or less of construction costs shall be deemed within the contingency and consistent with the professional standard of care. Accordingly, the Client agrees to make no claim for such costs. Revisions in excess of this threshold shall be resolved per the dispute resolution process.

8.9 Project Costs Associated with Agency Plan Review: McMahon will not be responsible for additional project costs due to changes to the design, construction documents, and specifications resulting from the agency plan review process. The project schedule shall either allow for the agency plan review process to occur prior to the bid phase, or if this review occurs after the bid phase, any additional costs would be considered part of the project contingency.

8.10 Hazardous Materials: McMahon shall have no responsibility for the discovery, presence, handling, removal, or disposal of, or exposure of persons to, hazardous materials or toxic substances in any form at the project site.

8.11 Climate: Design standards which exceed the minimum requirements within current codes and regulations are excluded. If requested by the Client, climate-related design services or evaluations can be provided for additional compensation.

McMAHON
ENGINEERS ARCHITECTS

FEE SCHEDULE | 2026

McMahon Associates, Inc.

Effective: 01/01/2026

LABOR CLASSIFICATION	HOURLY RATE
Principal	$215.00
Senior Project Manager	$195.00 - $215.00
Project Manager	$145.00 - $185.00
Senior Engineer	$195.00 - $205.00
Engineer	$115.00 - $185.00
Senior Engineering Technician	$145.00 - $155.00
Engineering Technician	$85.00 - $135.00
Senior Architect	$180.00 - $200.00
Architect	$155.00 - $175.00
Senior Designer	$130.00 - $150.00
Designer	$100.00 - $120.00
Senior Land Surveyor	$140.00 - $190.00
Land Surveyor	$130.00
Land Surveyor Technician	$95.00 - $115.00
Surveyor Apprentice	$80.00
Erosion Control Technician	$100.00
Senior Hydrogeologist	$215.00
Senior Ecologist	$205.00
Environmental Scientist	$110.00 - $140.00
Senior GIS Project Manager	$195.00
Senior GIS Analyst	$135.00 - $155.00
GIS Analyst	$105.00 - $125.00
Wetland Delineator	$125.00
Senior Wetland Delineator	$165.00
Municipal Planner	$175.00
Senior Public Management Specialist	$180.00
Public Management Specialist	$145.00 - $160.00
Senior Public Safety Specialist	$180.00
Public Safety Specialist	$145.00 - $160.00
Building Inspector Specialist	$145.00
Water / Wastewater Specialist	$115.00 - $145.00
Senior On-Site Project Representative	$130.00
On-Site Project Representative	$70.00 - $130.00
K-12 Administrative Specialist	$140.00
State Plan Reviewer	$155.00
Certified Grant Specialist	$155.00
Graphic Designer	$120.00
Senior Administrative Assistant	$100.00 - $110.00
Administrative Assistant	$90.00
Intern	$55.00 - $80.00
Professional Witness Services	$385.00

This Fee Schedule is subject to revisions due to labor rate adjustments and interim staff or corporate changes.

NEENAH, WISCONSIN
CORPORATE HEADQUARTERS

Street Address:
1445 McMAHON DRIVE
NEENAH, WI 54956

Mailing Address:
P.O. BOX 1025
NEENAH, WI 54957-1025

Ph 920.751.4200 | Fax 920.751.4284

Email: MCM@MCMGRP.COM
Web: WWW.MCMGRP.COM

1700 HUTCHINS ROAD
MACHESNEY PARK, IL 61115

Ph 815.636.9590 | Fax 815.636.9591

Email: MCMAHON@MCMGRP.NET
Web: WWW.MCMGRP.COM

952 SOUTH STATE ROAD 2
VALPARAISO, IN 46385

Ph 219.462.7743 | Fax 219.464.8248

Email: MCM@MCMGRP-IN.COM
Web: WWW.MCMGRP.COM

McMAHON
ENGINEERS ARCHITECTS

REIMBURSABLE EXPENSE SCHEDULE * | 2026

McMahon Associates, Inc.

Effective: 01/01/2026

DESCRIPTION	RATE
REIMBURSABLE EXPENSES:	
Commercial Travel	1.1 of Cost
Delivery & Shipping	1.1 of Cost
Meals & Lodging	1.1 of Cost
Review & Submittal Fees	1.1 of Cost
Outside Consultants	1.12 of Cost
Photographs & Models	1.1 of Cost
Misc. Reimbursable Expenses & Project Supplies	1.1 of Cost
Terrestrial LIDAR Scanner	$50.00/Hour
REIMBURSABLE UNITS:	
Copy Charges - Black & White	$0.08/Image
Copy Charges - Color / 8½" x 11"	$0.45/Image
Copy Charges - Color / 8½" x 14" and 11" x 17"	$0.75/Image
Mileage	$0.95/Mile
Mileage - Truck/Van	$1.20/Mile
All-Terrain Vehicle	$100.00/Day
Global Positioning System (GPS)	$21.00/Hour
Hand-Held Global Positioning System (GPS)	$15.00/Hour
Robotic Total Station	$20.00/Hour
Survey Hubs	$0.55/Each
Survey Lath	$1.00/Each
Survey Paint	$7.75/Can
Survey Ribbon	$3.50/Roll
Survey Rebars - 1¼"	$10.00/Each
Survey Rebars - ¾"	$3.50/Each
Survey Rebars - ⅝"	$3.50/Each
Survey Iron Pipe - 1"	$5.00/Each
Survey Steel Fence Post - 1"	$7.75/Each
Control Spikes	$2.50/Each
Pin Flags	$0.30/Each

* This schedule is not all inclusive.

NEENAH, WISCONSIN
CORPORATE HEADQUARTERS
Street Address:
1445 McMAHON DRIVE
NEENAH, WI 54956
Mailing Address:
P.O. BOX 1025
NEENAH, WI 54957-1025
Ph 920.751.4200 | Fax 920.751.4284
Email: MCM@MCMGRP.COM
Web: WWW.MCMGRP.COM

1700 HUTCHINS ROAD
MACHESNEY PARK, IL 61115
Ph 815.636.9590 | Fax 815.636.9591
Email: MCMAHON@MCMGRP.NET
Web: WWW.MCMGRP.COM

952 SOUTH STATE ROAD 2
VALPARAISO, IN 46385
Ph 219.462.7743 | Fax 219.464.8248
Email: MCM@MCMGRP-IN.COM
Web: WWW.MCMGRP.COM

Village of HARRISON
WHERE OPPORTUNITY LIVES

VILLAGE BOARD MEETING **VILLAGE OF HARRISON**

From: Chad Pelishek, Village Manager **Meeting Date:** 1/27/2026

Title: Harrison Commerce Park Final Roadway Improvements: McMahon- bidding and construction phase

Recommended Action: Motion to approve the contract with McMahon for bidding and construction phase for Harrison Commerce Park Final Roadway Improvements for $30,000.

Background and Additional Information:
This contract is for McMahon to assist the Village staff with bidding and construction services for Harrison Commerce Park Final Roadway Improvements.

Budget Impacts: This project is included the 2026 Capital Improvement Program and funded with TIF.

Attachments: Contract from McMahon dated January 6, 2026

McMAHON
ENGINEERS ARCHITECTS

AGREEMENT
FOR PROFESSIONAL SERVICES

VILLAGE OF HARRISON
Attn: Chad Pelishek, Village Manager
W5298 State Road 114
Harrison, WI 54952

JANUARY 6, 2026
McM. No. M0032-09-99-00012
HARRISON COMMERCE PARK PLAT
FINAL ROADWAY IMPROVEMENTS

PROJECT DESCRIPTION

Bidding and Construction Phase Engineering Services for the final roadway improvements in the Harrison Commerce Park Plat for the Village of Harrison. Final roadway improvements to include concrete curb and gutter, concrete sidewalk and asphalt paving of Commerce Street and Homestead Lane, approximately 1,770 linear feet.

SCOPE OF SERVICES

McMahon Associates, Inc. (McMahon) agrees to provide the following Scope of Services for this project:

BIDDING RELATED SERVICES

- Prepare an Opinion of Probable Costs based upon final design plans.
- Prepare bid documents including construction specifications.
- Advertise the project in accordance with State Statutes.
- Answer questions raised by prospective bidders.
- Prepare and distribute addenda, if necessary.
- Attend bid opening, analyze bids received and prepare bid tabulation and letter of recommendation of award.

CONSTRUCTION RELATED SERVICES

- Prepare contract documents for review and execution by successful contractor and Village of Harrison.
- Schedule and conduct pre-construction conference.
- Review shop drawings and material submittals.
- Provide construction and control staking once for the contractors to establish location, alignment and elevation of curb and gutter and sidewalk to be constructed.
- Prepare construction elevation grade sheets.
- Review contractor payment applications and change orders as they are submitted. Issue payment certificates to Village for review and approval.
- Conduct periodic site visits to review progress of the work and answer questions.
- Conduct final walk-through and generate punch lists.

ITEMS NOT INCLUDED IN THE SCOPE OF SERVICES

The following items are not included in the Scope of Services for this project and will only be provided if authorized by the Client and agreed to by McMahon.

- Geotechnical soil borings.
- On-Site Representative services.
- Permit application fees and other review or approving agency fees.

SPECIAL TERMS (Refer also to the attached General Terms & Conditions, which are hereby incorporated by reference into this Agreement.)

The Client agrees that the Project Description, Scope of Services, and Compensation sections contained in this Agreement, pertaining to this project or any addendum thereto, are considered confidential and proprietary, and shall not be released or otherwise made available to any third party, prior to the execution of this Agreement, without the express written consent of McMahon.

COMPENSATION

McMahon agrees to provide the Scope of Services described above for the following Time and Expense compensation.

- Design & Bidding Related Services..... $5,000.00
- Construction Related Services..... $25,000.00

  TOTAL..... $30,000.00

COMPLETION SCHEDULE

McMahon agrees to complete this project as follows:

- Prepare bid documents for a tentative bid opening of Wednesday, March 18, 2026 and tentative Contract Award at the March 31st Village Board meeting.

ACCEPTANCE

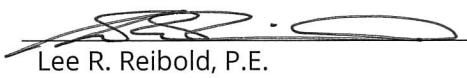
The General Terms & Conditions and the Scope of Services (defined in the above Agreement) are accepted, and McMahon is hereby authorized to proceed with the services. The Agreement fee is firm for acceptance within sixty (60) days from the date of this Agreement.

VILLAGE OF HARRISON
W5298 State Road 114
Harrison, WI 54952

_____
Authorized Signature

_____
Date

McMAHON ASSOCIATES, INC.
1445 McMahon Drive | PO Box 1025
Neenah, WI 54956 | 54957-1025
920.751.4200 | MCMGRP.COM



Lee R. Reibold, P.E.
Associate / Sr Municipal & Civil Engineer

January 6, 2026
Date

McMAHON ENGINEERS ARCHITECTS

McMAHON ASSOCIATES, INC.
GENERAL TERMS & CONDITIONS

1. STANDARD OF CARE

1.1 Services: McMahon Associates, Inc. (McMahon) shall perform services consistent with the professional skill and care ordinarily provided by engineers/architects practicing in the same or similar locality under the same or similar circumstances. McMahon shall provide its services as expeditiously as is consistent with such professional skill and care and the orderly progress of the project.

1.2 Client's Representative: McMahon intends to serve as the Client's professional representative for those services, as defined in this Agreement, and to provide advice and consultation to the Client as a professional. Any opinions of probable project costs, approvals and other decisions made by McMahon for the Client are rendered based on experience and qualifications and represent our professional judgment. For clarity, Client may sometimes be referred to as "Owner" in this and related documents.

1.3 Warranty, Guarantees, Terms and Conditions: McMahon does not provide a warranty or guarantee, express or implied, for professional services. This Agreement or contract for services is not subject to the provisions of uniform commercial codes. Nothing contained in this Agreement shall create a contractual relationship with or a cause of action in favor of a third party against either the Client or McMahon. McMahon's services under this Agreement are being performed solely for the Client's benefit, and no other entity shall have any claim against McMahon because of this Agreement or the performance or nonperformance of services hereunder. The Agreement does not create, nor does it intend to create a fiduciary relationship with Client or any other party.

2. PAYMENT AND COMPENSATION

2.1 Invoices: McMahon will bill the Client monthly with net payment due in thirty (30) days. Past due balances shall be subject to an interest charge of 1.0% per month. Client is responsible for interest charges on past due invoices, collection agency fees and attorney fees incurred by McMahon to collect all monies due to McMahon. Client is responsible for all taxes levied on professional services and on reimbursable expenses. McMahon and Client hereby acknowledge that McMahon has and may exercise lien rights on subject property.

2.2 Reimbursables: Expenses incurred by McMahon for the project including, but not limited to, equipment rental will be billed to the Client at cost plus 10% and sub-consultants at cost plus 12%. When McMahon, after execution of an Agreement, finds that specialized equipment must be purchased to provide special services, the cost of such equipment will be added to the agreed fee for professional services only after the Client agrees to these costs.

2.3 Changes: The stated fees and Scope of Services constitute McMahon's professional opinion of probable cost of the fees and tasks required to perform the services as defined. For those projects involving conceptual or process development services, activities often cannot be fully defined during initial planning. As the project progresses, facts uncovered may reveal a change in direction, which may alter the Scope. Changes by the Client during design may necessitate re-design efforts. McMahon will promptly inform the Client in writing of such situations so changes in this Agreement can be negotiated, as required.

2.4 Delays and Uncontrollable Forces: Costs and schedule commitments shall be subject to re-negotiation for delays caused by the Client's failure to provide specified facilities or information, or for force majeure delays caused by unpredictable occurrences, including without limitation, fires, floods, riots, strikes, unavailability of labor or materials, delays or defaults by suppliers of materials or services, process shutdowns, infectious diseases or pandemics, acts of God or the public enemy, or acts or regulations of any governmental agency. Temporary delay of services caused by any of the above, which results in additional costs beyond those outlined, may require re-negotiation of this Agreement.

3. INSURANCE

3.1 Limits: McMahon will maintain insurance coverage in the following amounts:

Worker's Compensation ..... Statutory
General Liability
  Bodily Injury - Per Incident/Annual Aggregate ..... $1,000,000 / $2,000,000
Automobile Liability
  Bodily Injury $1,000,000
  Property Damage $1,000,000
Professional Liability Coverage $2,000,000

If the Client requires coverage or limits in addition to the above stated amounts, premiums for additional insurance shall be paid by the Client.

3.2 McMahon's total aggregate liability to the Client for any indemnity obligations, reimbursement of legal fees, or for any damages arising out of or related to the performance of this Agreement, whether based in tort, contract, or any other legal theory, shall be limited as follows: for contracts with a total value less than $250,000, to the lesser of two (2) times McMahon's fee or $250,000; for contracts with a total value equal to or exceeding $250,000, to McMahon's fee under this Agreement not to exceed $1,000,000.

3.3 Additional Insureds: Upon request and to the extent permitted by law, McMahon shall cause the primary and excess or umbrella policies for Commercial General Liability and Automobile Liability to include the Client as an additional insured for claims caused in whole or in part by McMahon's negligent acts or omissions. The additional insured coverage shall be primary and non-contributory to any of the Client's insurance policies and shall apply to both ongoing and completed operations. To the extent permitted by law, Client shall cause the contractor, if any, to include McMahon as an additional insured on contractor's Commercial General Liability, Automobile Liability and Excess or Umbrella policies for claims caused in whole or in part by contractor's acts or omissions. The additional insured coverage shall be primary and non-contributory to any of McMahon's insurance policies and shall apply to both ongoing and completed operations, and policies are to be endorsed with a waiver of subrogation, as evidenced on the Certificate of Insurance.

4. CLAIMS AND DISPUTES

4.1 General: In the event of a dispute between the Client and McMahon arising out of or related to this Agreement, the aggrieved party shall notify the other party of the dispute within a reasonable time after such dispute arises. The Client and McMahon agree to first attempt to resolve the dispute by direct negotiation.

4.2 Mediation: If an agreement cannot be reached by the Client and McMahon, unresolved disputes shall be submitted to mediation. The Client and McMahon shall share the mediator's fee and any filing fees equally.

4.3 Binding Dispute Resolution: If the parties do not resolve a dispute through mediation, the method of binding dispute resolution shall be litigation in a court of competent jurisdiction.

5. TERMINATION OR SUSPENSION

5.1 Client: Termination of this Agreement by the Client shall be effective upon seven (7) day written notice to McMahon. The written notice shall include the reasons and details for termination.

5.2 McMahon: If the Client defaults in any of the Agreements entered into between McMahon and the Client, or if the Client fails to carr contained in these Terms and Conditions, McMahon may, upon seven (7) days written notice, suspend its services without further obligation or liability to the Client unless, within such seven (7) day period, the Client remedies such violation to the reasonable satisfaction of McMahon. In addition, McMahon may terminate this Agreement for any reason, with or without cause, by providing seven (7) days written notice to the Client. Upon such termination, all obligations of McMahon shall cease. McMahon shall not be liable for any damages, costs, or additional compensation related to the termination.

5.3 Suspension for Non-Payment: McMahon may, after giving 48 hours' notice, suspend service under any Agreement until the Client has paid in full all amounts due for services rendered and expenses incurred.

5.4 Payment Upon Termination: If the Agreement is terminated, Client shall be responsible for paying for all work performed and/or expenses and damages incurred by McMahon. Payments shall be made in accordance with Section 2 above.

6. COPYRIGHTS AND LICENSES

6.1 Instruments of Service: McMahon and its subconsultants shall be deemed the author and owner of their respective Instruments of Service (IOS), including but not limited to the drawings, specifications, reports, and any computer modeling (BIM, etc.), and shall retain all common law, statutory and other reserved rights, including copyrights.

6.2 Licenses: McMahon grants to the Client a nonexclusive license to use McMahon's IOS solely and exclusively for the purposes of constructing, using, and maintaining the project, provided that the Client substantially performs its obligations under this Agreement, including prompt payment of all sums due.

6.3 Reuse: Use of IOS pertaining to this project by the Client for extensions of this project or on any other project shall be at the Client's sole risk and without liability or exposure to McMahon, and the Client agrees to defend, indemnify, and hold harmless McMahon from all claims, damages and expenses, including attorneys' fees arising out of such reuse of the IOS by the Client or by others acting through the Client.

7. AGREEMENT CONDITIONS

7.1 The stipulated fee is firm for acceptance by the Client within sixty (60) days from date of Agreement publication.

7.2 Modifications: This Agreement, upon execution, can be amended only by written amendment to the Agreement signed by both parties.

7.3 Governing Law: This Agreement shall be governed by the law of the place where the project is located, excluding that jurisdiction's choice of law rules.

7.4 Mutual Non-Assignment: The Client and McMahon, respectively bind themselves, their agents, successors, assigns and legal representatives to this Agreement. Neither the Client nor McMahon shall assign this Agreement without the written consent of the other.

7.5 Severability: The invalidity of any provision of this Agreement shall not invalidate the Agreement or its remaining provisions. If it is determined that any provision of the Agreement violates any law, or is otherwise invalid or unenforceable, then that provision shall be revised to the extent necessary to make that provision legal and enforceable. In such case the Agreement shall be construed, to the fullest extent permitted by law, to give effect to the parties' intentions and purposes in executing the Agreement.

7.6 Third Party: Nothing contained in this Agreement shall create a contractual relationship with, or a cause of action, in favor of a third party against McMahon.

8. MISCELLANEOUS PROVISIONS

8.1 Additional Client Services: The Client agrees to provide such legal, accounting and insurance counseling services as may be required for the project for the Client's purpose.

8.2 Client-Provided Information: The Client agrees that McMahon may rely on information provided by the Client or by third parties engaged by the Client.

8.3 Means and Methods: McMahon is not responsible for direction or supervision of construction means, methods, techniques, sequence, or procedures of construction selected by contractors or subcontractors, or the safety precautions and programs incident to the work of the contractors or subcontractors.

8.4 Purchase Orders: In the event the Client issues a purchase order or other instrument related to McMahon's services, it is understood and agreed that such document is for Client's internal accounting purposes only and shall in no way modify, add to, or delete any of the Terms and Conditions of this Agreement. Signed acknowledgment of receipt, or the actual performance of services subsequent to receipt, of any such purchase order, requisition or notice of authorization to proceed is specifically deemed not to constitute acceptance of any terms or conditions contrary to those set forth herein. If the Client does issue a purchase order, or other similar instrument, McMahon will indicate the purchase order number on the invoice(s) sent to the Client.

8.5 Project Maintenance: The Client (or Owner if applicable) shall be responsible for maintenance of the structure, or portions of the structure, which have been completed and have been accepted for its intended use. All structures are subject to wear and tear, and environmental and man-made exposures. As a result, all structures require regular and frequent monitoring and maintenance to prevent damage and deterioration. Such monitoring and maintenance is the sole responsibility of the Client or Owner. McMahon shall have no responsibility for such issues or resulting damages.

8.6 Consequential Damages: Notwithstanding any other provision of the Agreement, McMahon shall not be liable in contract or tort or otherwise for any special, indirect, consequential, or liquidated damages including but not limited to loss of profit or revenue, loss of capital, delay damages, loss of goodwill, claim of third parties, or similar damages arising out of or connected in any way to the project and/or this Agreement.

8.7 Corporate Protection: It is intended by the parties to this Agreement that McMahon's services in connection with the project shall not subject McMahon's individual employees, officers, or directors to any personal legal exposure for the risks associated with this project. Therefore, and notwithstanding anything to the contrary contained herein, the Client agrees that as the Client's sole and exclusive remedy, any claim, demand, or suit shall be directed and/or asserted only against McMahon, a Wisconsin corporation, and not against any of McMahon's employees, officers, or directors.

8.8 Contingency: The project will evolve and be refined over time. The Client shall provide appropriate contingency for design and construction costs consistent with the reasonable progression of the project. The Client and McMahon agree that revisions due to design clarifications or omissions which result in changes in work during the construction phase which amount to 5% or less of construction costs shall be deemed within the contingency and consistent with the professional standard of care. Accordingly, the Client agrees to make no claim for such costs. Revisions in excess of this threshold shall be resolved per the dispute resolution process.

8.9 Project Costs Associated with Agency Plan Review: McMahon will not be responsible for additional project costs due to changes to the design, construction documents, and specifications resulting from the agency plan review process. The project schedule shall either allow for the agency plan review process to occur prior to the bid phase, or if this review occurs after the bid phase, any additional costs would be considered part of the project contingency.

8.10 Hazardous Materials: McMahon shall have no responsibility for the discovery, presence, handling, removal, or disposal of, or exposure of persons to, hazardous materials or toxic substances in any form at the project site.

8.11 Climate: Design standards which exceed the minimum requirements within current codes and regulations are excluded. If requested by the Client, climate-related design services or evaluations can be provided for additional compensation.

McMAHON
ENGINEERS ARCHITECTS

FEE SCHEDULE | 2026

McMahon Associates, Inc.

Effective: 01/01/2026

LABOR CLASSIFICATION	HOURLY RATE
Principal	$215.00
Senior Project Manager	$195.00 - $215.00
Project Manager	$145.00 - $185.00
Senior Engineer	$195.00 - $205.00
Engineer	$115.00 - $185.00
Senior Engineering Technician	$145.00 - $155.00
Engineering Technician	$85.00 - $135.00
Senior Architect	$180.00 - $200.00
Architect	$155.00 - $175.00
Senior Designer	$130.00 - $150.00
Designer	$100.00 - $120.00
Senior Land Surveyor	$140.00 - $190.00
Land Surveyor	$130.00
Land Surveyor Technician	$95.00 - $115.00
Surveyor Apprentice	$80.00
Erosion Control Technician	$100.00
Senior Hydrogeologist	$215.00
Senior Ecologist	$205.00
Environmental Scientist	$110.00 - $140.00
Senior GIS Project Manager	$195.00
Senior GIS Analyst	$135.00 - $155.00
GIS Analyst	$105.00 - $125.00
Wetland Delineator	$125.00
Senior Wetland Delineator	$165.00
Municipal Planner	$175.00
Senior Public Management Specialist	$180.00
Public Management Specialist	$145.00 - $160.00
Senior Public Safety Specialist	$180.00
Public Safety Specialist	$145.00 - $160.00
Building Inspector Specialist	$145.00
Water / Wastewater Specialist	$115.00 - $145.00
Senior On-Site Project Representative	$130.00
On-Site Project Representative	$70.00 - $130.00
K-12 Administrative Specialist	$140.00
State Plan Reviewer	$155.00
Certified Grant Specialist	$155.00
Graphic Designer	$120.00
Senior Administrative Assistant	$100.00 - $110.00
Administrative Assistant	$90.00
Intern	$55.00 - $80.00
Professional Witness Services	$385.00

This Fee Schedule is subject to revisions due to labor rate adjustments and interim staff or corporate changes.

NEENAH, WISCONSIN
CORPORATE HEADQUARTERS

Street Address:
1445 McMAHON DRIVE
NEENAH, WI 54956

Mailing Address:
P.O. BOX 1025
NEENAH, WI 54957-1025

Ph 920.751.4200 | Fax 920.751.4284

Email: MCM@MCMGRP.COM
Web: WWW.MCMGRP.COM

1700 HUTCHINS ROAD
MACHESNEY PARK, IL 61115

Ph 815.636.9590 | Fax 815.636.9591

Email: MCMAHON@MCMGRP.NET
Web: WWW.MCMGRP.COM

952 SOUTH STATE ROAD 2
VALPARAISO, IN 46385

Ph 219.462.7743 | Fax 219.464.8248

Email: MCM@MCMGRP-IN.COM
Web: WWW.MCMGRP.COM

McMAHON
ENGINEERS ARCHITECTS

REIMBURSABLE EXPENSE SCHEDULE * | 2026

McMahon Associates, Inc.

Effective: 01/01/2026

DESCRIPTION	RATE
REIMBURSABLE EXPENSES:	
Commercial Travel	1.1 of Cost
Delivery & Shipping	1.1 of Cost
Meals & Lodging	1.1 of Cost
Review & Submittal Fees	1.1 of Cost
Outside Consultants	1.12 of Cost
Photographs & Models	1.1 of Cost
Misc. Reimbursable Expenses & Project Supplies	1.1 of Cost
Terrestrial LIDAR Scanner	$50.00/Hour
REIMBURSABLE UNITS:	
Copy Charges - Black & White	$0.08/Image
Copy Charges - Color / 8½" x 11"	$0.45/Image
Copy Charges - Color / 8½" x 14" and 11" x 17"	$0.75/Image
Mileage	$0.95/Mile
Mileage - Truck/Van	$1.20/Mile
All-Terrain Vehicle	$100.00/Day
Global Positioning System (GPS)	$21.00/Hour
Hand-Held Global Positioning System (GPS)	$15.00/Hour
Robotic Total Station	$20.00/Hour
Survey Hubs	$0.55/Each
Survey Lath	$1.00/Each
Survey Paint	$7.75/Can
Survey Ribbon	$3.50/Roll
Survey Rebars - 1¼"	$10.00/Each
Survey Rebars - ¾"	$3.50/Each
Survey Rebars - ⅝"	$3.50/Each
Survey Iron Pipe - 1"	$5.00/Each
Survey Steel Fence Post - 1"	$7.75/Each
Control Spikes	$2.50/Each
Pin Flags	$0.30/Each

* This schedule is not all inclusive.

NEENAH, WISCONSIN
CORPORATE HEADQUARTERS
Street Address:
1445 McMAHON DRIVE
NEENAH, WI 54956
Mailing Address:
P.O. BOX 1025
NEENAH, WI 54957-1025
Ph 920.751.4200 | Fax 920.751.4284
Email: MCM@MCMGRP.COM
Web: WWW.MCMGRP.COM

1700 HUTCHINS ROAD
MACHESNEY PARK, IL 61115
Ph 815.636.9590 | Fax 815.636.9591
Email: MCMAHON@MCMGRP.NET
Web: WWW.MCMGRP.COM

952 SOUTH STATE ROAD 2
VALPARAISO, IN 46385
Ph 219.462.7743 | Fax 219.464.8248
Email: MCM@MCMGRP-IN.COM
Web: WWW.MCMGRP.COM

Village of HARRISON
WHERE OPPORTUNITY LIVES

VILLAGE BOARD MEETING **VILLAGE OF HARRISON**

From: Chad Pelishek, Village Manager **Meeting Date:** 1/27/2026

Title: Unison Way Design-TID 2: McMahon

Recommended Action: Motion to approve the contract with McMahon for design, bidding, and construction services for the extension of Unison Way of STH 55 to serve new development in TID 2 for $95,800.

Background and Additional Information:
This contract is for McMahon to assist the Village staff with design, bidding, and construction services for the new Unison Way roadway off STH 55. The work involves developing and intersection in collaboration with WisDOT and roadway to service the proposed Hidden Haven development. The cost also includes wetland delineation and updating the Village's official map and providing the necessary information to DOT to permit an intersection of STH 55.

Budget Impacts: This project is included the 2026 Capital Improvement Program and funded with TID 2.

Attachments: Contract from McMahon dated January 20, 2026

McMAHON
ENGINEERS ARCHITECTS

AGREEMENT
FOR PROFESSIONAL SERVICES

VILLAGE OF HARRISON
Attn: Chad Pelishek, Village Manager
W5298 State Road 114
Harrison, WI 54952

JANUARY 20, 2026
McM. No. M0032-09-99-00012.00
UNISON WAY DESIGN

PROJECT DESCRIPTION

Design, Bidding and Construction Phase Engineering Services for a new roadway, Unison Way, located east of Hwy 55, between CTH KK and Friendship Drive, including sanitary sewer, water main, storm sewer and roadway design and the Hwy 55 and Unison Way intersection design. The project area is approximately 14.15-acres and includes 1.15-acres of Unison Way, approximately 3.0-acres along Hwy 55 and the northern 10-acres of the Villages' 20-acre Parcel #43986.

SCOPE OF SERVICES

McMahon Associates, Inc. (McMahon) agrees to provide the following Scope of Services for this project:

DESIGN SERVICES

- Update the previously prepared Trip Generation Study, dated September 27, 2017, based upon updated future land uses provided by the Village, for submittal to Wisconsin Department of Transportation (WisDOT) for Hwy 55 intersection design.
- Update the Village's Officially Mapped Roadways exhibit map of the area located east of Friendship Drive and south of Hwy KK, dated October 4, 2010, based upon the updated future land uses and roadway alignments provided by the Village, for submittal to WisDOT for Hwy 55 intersection design.
- Contact Diggers Hotline for public utility locates.
- Perform topographic survey of the area for design purposes, including updating the previous topographic survey of the newly installed sanitary sewer and water main utilities under Hwy 55.
- Design sanitary sewer (8" main) with lateral locations.
- Design water main (8" main) with lateral locations.
- Prepare plan and profile drawings for the sanitary sewer, water main, storm sewer and roadway design.
- Submit plans to local review agencies (ECWRPC, Darboy Joint Sanitary District and Heart of the Valley MSD) for the sanitary sewer extension.
- Submit plans to Darboy Joint Sanitary District for the water main extension.
- Prepare Wisconsin Department of Natural Resources (DNR) sanitary sewer and water main extension forms.
- Submit engineering plan drawings to the Wisconsin DNR for sanitary sewer and water main extension approval.
- Submit plans to WisDOT for the Unison Way and Hwy 55 intersection design.
- Prepare and submit to WisDOT, utility permit application for the extension of sanitary sewer and water main along Hwy 55 to the Unison Way intersection.

- Analyze and update the existing Stormwater Management Plan (SWMP), dated April 17, 2018, based upon updated future land uses provided by the Village.
- Prepare an erosion and sediment control plan per Village and Wisconsin DNR requirements.
- Prepare and submit Wisconsin DNR Construction Site Stormwater Runoff General Permit application (NOI).
- Prepare an Opinion of Probable Costs based upon the final design plans.
- Conduct three (3) progress design meetings with Village Staff at 30% \ 60% \ 90% of final design.

WETLAND DELINEATION SERVICES

- Conduct fieldwork to define the wetland boundaries within the project area, identified as 1.15-acres of Unison Way, 3.0-acres along Hwy 55 and the northern 10-acres of the Villages' 20-acre Parcel 43986, for a total area of approximately 14.15-acres, in accordance with the Wisconsin DNR and Army Corps of Engineers' guidelines, 1987 Corps of Engineers Wetland Delineation Manual and Regional Supplement to the Corps of Engineers Wetland Delineation Manual: North Central and Northeast Regio, January 2012, and mark same.
- Survey the wetland boundaries (if present) and test pits with a GPS.
- Complete a report that will include the methods, results, and map showing the extent of wetlands and submit to the Village and Wisconsin DNR.
- Approved Jurisdictional Determination & Wetland Exemption Request
  - Prepare and submit an approved jurisdictional determination request to the US Army Corps of Engineers.
  - If applicable, submit an artificial wetland exemption request to the Wisconsin DNR.
  - If applicable, prepare and submit a nonfederal wetland exemption request to the Wisconsin DNR.

BIDDING PHASE SERVICES (LATE 2026 - EARLY 2027)

- Prepare bid documents including construction specifications.
- Advertise the project in accordance with State Statutes.
- Answer questions posed by prospective bidders. Prepare and distribute any addenda, if necessary.
- Attend bid opening.
- Analyze bids received and prepare bid tabulation and letter of recommendation of award.

CONSTRUCTION PHASE SERVICES (2027)

- Prepare Contract Documents for execution between Village and successful bidder(s).
- Schedule and Conduct Pre-Construction Conference.
- Review shop drawings and material submittals.
- Provide construction and control staking once for the contractors to establish location, alignment and elevation for sanitary sewer, water main, storm sewer and lateral utilities to be installed and the Hwy 55 intersection improvements and Unison Way roadway construction.
- Prepare construction elevation grade sheets.
- Review contractor payment applications and change orders as they are submitted. Issue payment certificates to Village for approval.
- Conduct periodic site visits to review progress of the work and answer questions.
- Conduct final walk-through and generate punch lists.

- Prepare utility record drawings of sanitary sewer, water main and storm sewer, upon completion of project.
- Add sanitary sewer and water main utility record information to the Darboy Joint Sanitary District. GIS system and add storm sewer utility record information to the Village of Harrison GIS system.

ON-SITE PROJECT REPRESENTATIVE SERVICES (2027)

- Provide full-time on-site personnel during the installation of the sanitary sewer and water main utilities including laterals.
- On-Site Services to be provided in accordance with the attached Exhibit A.

ITEMS NOT INCLUDED IN THE SCOPE OF SERVICES

The following items are not included in the Scope of Services for this project and will only be provided if authorized by the Client and agreed to by McMahon.

- Permit application fees and other review or approving agency fees.
- Preparation and submittal of wetland fill permits.
- Title/Easement searches.
- Preparation of any Certified Survey Maps or Subdivision Plats.

SPECIAL TERMS (Refer also to the attached General Terms & Conditions, which are hereby incorporated by reference into this Agreement.)

The Client agrees that the Project Description, Scope of Services, and Compensation sections contained in this Agreement, pertaining to this project or any addendum thereto, are considered confidential and proprietary, and shall not be released or otherwise made available to any third party, prior to the execution of this Agreement, without the express written consent of McMahon.

COMPENSATION

McMahon agrees to provide the Scope of Services described above for the following Time and Expense compensation.

- Engineering Design Services, including:
  - Wetland Delineation Services $6,800
  - Trip Generation Study.....$5,000
  - Topographic Survey $6,000
  - Sanitary Sewer and Water Main Extension and Unison Way Design.....$12,000
  - Analyze and Update Existing SWMP.....$6,000
  - Hwy 55 and Unison Way Intersection Design $7,500

    TOTAL Design Services $43,300
- Bidding Services (Late 2026 - Early 2027).....$5,000
- Construction Phase Services (2027).....$30,000
- On-Site Project Representative Services (2027-estimated at 4-weeks) $17,500

COMPLETION SCHEDULE

McMahon agrees to complete this project as follows:

- The topographic survey work will be completed within 4-weeks of authorization, pending weather conditions.
- Wetland Delineation field work to be performed after the Wisconsin DNR growing season is approved for 2026 (typically after May 1st) with the report and permit submittals to follow. Wetland report will be completed prior to June 30, 2026.
- Conduct the first of three progress meetings with Village Staff prior to April 30, 2026.
- Final design to be completed prior to August 31, 2026.

ACCEPTANCE

The General Terms & Conditions and the Scope of Services (defined in the above Agreement) are accepted, and McMahon is hereby authorized to proceed with the services. The Agreement fee is firm for acceptance within sixty (60) days from the date of this Agreement.

VILLAGE OF HARRISON
W5298 State Road 114
Harrison, WI 54952

Authorized Signature

Date

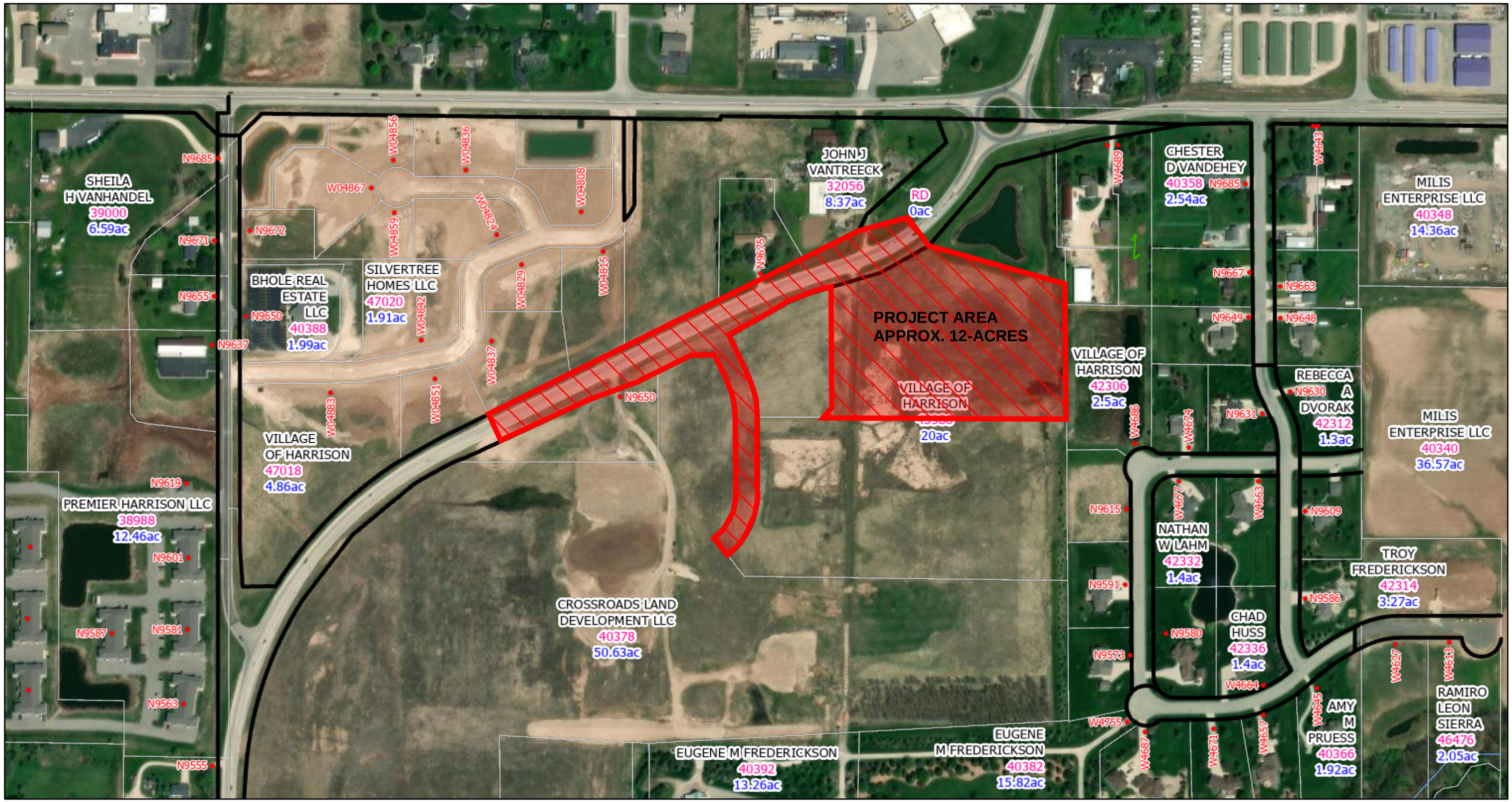
McMAHON ASSOCIATES, INC.
1445 McMahon Drive | PO Box 1025
Neenah, WI 54956 | 54957-1025
920.751.4200 | MCMGRP.COM

Lee R. Reibold, P.E.
Associate / Sr Municipal & Civil Engineer

January 20, 2026
Date

Attachments: General Terms and Conditions
Fee Schedule
Reimbursable Schedule

ArcGIS Web Map



1/20/2026, 9:57:48 AM

1:4,800

0 235 470 940 ft

0 70 140 280 m

Vantor

AddressPoints

DisplayLines

Meander Line

Land Hook

Easement Lines

Parcel Lines

Parcels

World Imagery

World Imagery

Low Resolution 15m Imagery

Low Resolution 15m Imagery

High Resolution 60cm Imagery

High Resolution 60cm Imagery

High Resolution 30cm Imagery

High Resolution 30cm Imagery

Citations

Citations

1.2m Resolution Metadata

1.2m Resolution Metadata

182

Section 12, Item h.

McMAHON ENGINEERS ARCHITECTS

McMAHON ASSOCIATES, INC.
GENERAL TERMS & CONDITIONS

1. STANDARD OF CARE

1.1 Services: McMahon Associates, Inc. (McMahon) shall perform services consistent with the professional skill and care ordinarily provided by engineers/architects practicing in the same or similar locality under the same or similar circumstances. McMahon shall provide its services as expeditiously as is consistent with such professional skill and care and the orderly progress of the project.

1.2 Client's Representative: McMahon intends to serve as the Client's professional representative for those services, as defined in this Agreement, and to provide advice and consultation to the Client as a professional. Any opinions of probable project costs, approvals and other decisions made by McMahon for the Client are rendered based on experience and qualifications and represent our professional judgment. For clarity, Client may sometimes be referred to as "Owner" in this and related documents.

1.3 Warranty, Guarantees, Terms and Conditions: McMahon does not provide a warranty or guarantee, express or implied, for professional services. This Agreement or contract for services is not subject to the provisions of uniform commercial codes. Nothing contained in this Agreement shall create a contractual relationship with or a cause of action in favor of a third party against either the Client or McMahon. McMahon's services under this Agreement are being performed solely for the Client's benefit, and no other entity shall have any claim against McMahon because of this Agreement or the performance or nonperformance of services hereunder. The Agreement does not create, nor does it intend to create a fiduciary relationship with Client or any other party.

2. PAYMENT AND COMPENSATION

2.1 Invoices: McMahon will bill the Client monthly with net payment due in thirty (30) days. Past due balances shall be subject to an interest charge of 1.0% per month. Client is responsible for interest charges on past due invoices, collection agency fees and attorney fees incurred by McMahon to collect all monies due to McMahon. Client is responsible for all taxes levied on professional services and on reimbursable expenses. McMahon and Client hereby acknowledge that McMahon has and may exercise lien rights on subject property.

2.2 Reimbursables: Expenses incurred by McMahon for the project including, but not limited to, equipment rental will be billed to the Client at cost plus 10% and sub-consultants at cost plus 12%. When McMahon, after execution of an Agreement, finds that specialized equipment must be purchased to provide special services, the cost of such equipment will be added to the agreed fee for professional services only after the Client agrees to these costs.

2.3 Changes: The stated fees and Scope of Services constitute McMahon's professional opinion of probable cost of the fees and tasks required to perform the services as defined. For those projects involving conceptual or process development services, activities often cannot be fully defined during initial planning. As the project progresses, facts uncovered may reveal a change in direction, which may alter the Scope. Changes by the Client during design may necessitate re-design efforts. McMahon will promptly inform the Client in writing of such situations so changes in this Agreement can be negotiated, as required.

2.4 Delays and Uncontrollable Forces: Costs and schedule commitments shall be subject to re-negotiation for delays caused by the Client's failure to provide specified facilities or information, or for force majeure delays caused by unpredictable occurrences, including without limitation, fires, floods, riots, strikes, unavailability of labor or materials, delays or defaults by suppliers of materials or services, process shutdowns, infectious diseases or pandemics, acts of God or the public enemy, or acts or regulations of any governmental agency. Temporary delay of services caused by any of the above, which results in additional costs beyond those outlined, may require re-negotiation of this Agreement.

3. INSURANCE

3.1 Limits: McMahon will maintain insurance coverage in the following amounts:

Worker's Compensation .....Statutory
General Liability
Bodily Injury - Per Incident/Annual Aggregate .....$1,000,000 / $2,000,000
Automobile Liability
Bodily Injury $1,000,000
Property Damage $1,000,000
Professional Liability Coverage $2,000,000

If the Client requires coverage or limits in addition to the above stated amounts, premiums for additional insurance shall be paid by the Client.

3.2 McMahon's total aggregate liability to the Client for any indemnity obligations, reimbursement of legal fees, or for any damages arising out of or related to the performance of this Agreement, whether based in tort, contract, or any other legal theory, shall be limited as follows: for contracts with a total value less than $250,000, to the lesser of two (2) times McMahon's fee or $250,000; for contracts with a total value equal to or exceeding $250,000, to McMahon's fee under this Agreement not to exceed $1,000,000.

3.3 Additional Insureds: Upon request and to the extent permitted by law, McMahon shall cause the primary and excess or umbrella policies for Commercial General Liability and Automobile Liability to include the Client as an additional insured for claims caused in whole or in part by McMahon's negligent acts or omissions. The additional insured coverage shall be primary and non-contributory to any of the Client's insurance policies and shall apply to both ongoing and completed operations. To the extent permitted by law, Client shall cause the contractor, if any, to include McMahon as an additional insured on contractor's Commercial General Liability, Automobile Liability and Excess or Umbrella policies for claims caused in whole or in part by contractor's acts or omissions. The additional insured coverage shall be primary and non-contributory to any of McMahon's insurance policies and shall apply to both ongoing and completed operations, and policies are to be endorsed with a waiver of subrogation, as evidenced on the Certificate of Insurance.

4. CLAIMS AND DISPUTES

4.1 General: In the event of a dispute between the Client and McMahon arising out of or related to this Agreement, the aggrieved party shall notify the other party of the dispute within a reasonable time after such dispute arises. The Client and McMahon agree to first attempt to resolve the dispute by direct negotiation.

4.2 Mediation: If an agreement cannot be reached by the Client and McMahon, unresolved disputes shall be submitted to mediation. The Client and McMahon shall share the mediator's fee and any filing fees equally.

4.3 Binding Dispute Resolution: If the parties do not resolve a dispute through mediation, the method of binding dispute resolution shall be litigation in a court of competent jurisdiction.

5. TERMINATION OR SUSPENSION

5.1 Client: Termination of this Agreement by the Client shall be effective upon seven (7) day written notice to McMahon. The written notice shall include the reasons and details for termination.

5.2 McMahon: If the Client defaults in any of the Agreements entered into between McMahon and the Client, or if the Client fails to carry out any of the provisions contained in these Terms and Conditions, McMahon may, upon seven (7) days written notice, suspend its services without further obligation or liability to the Client unless, within such seven (7) day period, the Client remedies such violation to the reasonable satisfaction of McMahon. In addition, McMahon may terminate this Agreement for any reason, with or without cause, by providing seven (7) days written notice to the Client. Upon such termination, all obligations of McMahon shall cease. McMahon shall not be liable for any damages, costs, or additional compensation related to the termination.

5.3 Suspension for Non-Payment: McMahon may, after giving 48 hours' notice, suspend service under any Agreement until the Client has paid in full all amounts due for services rendered and expenses incurred.

5.4 Payment Upon Termination: If the Agreement is terminated, Client shall be responsible for paying for all work performed and/or expenses and damages incurred by McMahon. Payments shall be made in accordance with Section 2 above.

6. COPYRIGHTS AND LICENSES

6.1 Instruments of Service: McMahon and its subconsultants shall be deemed the author and owner of their respective Instruments of Service (IOS), including but not limited to the drawings, specifications, reports, and any computer modeling (BIM, etc.), and shall retain all common law, statutory and other reserved rights, including copyrights.

6.2 Licenses: McMahon grants to the Client a nonexclusive license to use McMahon's IOS solely and exclusively for the purposes of constructing, using, and maintaining the project, provided that the Client substantially performs its obligations under this Agreement, including prompt payment of all sums due.

6.3 Reuse: Use of IOS pertaining to this project by the Client for extensions of this project or on any other project shall be at the Client's sole risk and without liability or exposure to McMahon, and the Client agrees to defend, indemnify, and hold harmless McMahon from all claims, damages and expenses, including attorneys' fees arising out of such reuse of the IOS by the Client or by others acting through the Client.

7. AGREEMENT CONDITIONS

7.1 The stipulated fee is firm for acceptance by the Client within sixty (60) days from date of Agreement publication.

7.2 Modifications: This Agreement, upon execution, can be amended only by written amendment to the Agreement signed by both parties.

7.3 Governing Law: This Agreement shall be governed by the law of the place where the project is located, excluding that jurisdiction's choice of law rules.

7.4 Mutual Non-Assignment: The Client and McMahon, respectively bind themselves, their agents, successors, assigns and legal representatives to this Agreement. Neither the Client nor McMahon shall assign this Agreement without the written consent of the other.

7.5 Severability: The invalidity of any provision of this Agreement shall not invalidate the Agreement or its remaining provisions. If it is determined that any provision of the Agreement violates any law, or is otherwise invalid or unenforceable, then that provision shall be revised to the extent necessary to make that provision legal and enforceable. In such case the Agreement shall be construed, to the fullest extent permitted by law, to give effect to the parties' intentions and purposes in executing the Agreement.

7.6 Third Party: Nothing contained in this Agreement shall create a contractual relationship with, or a cause of action, in favor of a third party against McMahon.

8. MISCELLANEOUS PROVISIONS

8.1 Additional Client Services: The Client agrees to provide such legal, accounting and insurance counseling services as may be required for the project for the Client's purpose.

8.2 Client-Provided Information: The Client agrees that McMahon may rely on information provided by the Client or by third parties engaged by the Client.

8.3 Means and Methods: McMahon is not responsible for direction or supervision of construction means, methods, techniques, sequence, or procedures of construction selected by contractors or subcontractors, or the safety precautions and programs incident to the work of the contractors or subcontractors.

8.4 Purchase Orders: In the event the Client issues a purchase order or other instrument related to McMahon's services, it is understood and agreed that such document is for Client's internal accounting purposes only and shall in no way modify, add to, or delete any of the Terms and Conditions of this Agreement. Signed acknowledgment of receipt, or the actual performance of services subsequent to receipt, of any such purchase order, requisition or notice of authorization to proceed is specifically deemed not to constitute acceptance of any terms or conditions contrary to those set forth herein. If the Client does issue a purchase order, or other similar instrument, McMahon will indicate the purchase order number on the invoice(s) sent to the Client.

8.5 Project Maintenance: The Client (or Owner if applicable) shall be responsible for maintenance of the structure, or portions of the structure, which have been completed and have been accepted for its intended use. All structures are subject to wear and tear, and environmental and man-made exposures. As a result, all structures require regular and frequent monitoring and maintenance to prevent damage and deterioration. Such monitoring and maintenance is the sole responsibility of the Client or Owner. McMahon shall have no responsibility for such issues or resulting damages.

8.6 Consequential Damages: Notwithstanding any other provision of the Agreement, McMahon shall not be liable in contract or tort or otherwise for any special, indirect, consequential, or liquidated damages including but not limited to loss of profit or revenue, loss of capital, delay damages, loss of goodwill, claim of third parties, or similar damages arising out of or connected in any way to the project and/or this Agreement.

8.7 Corporate Protection: It is intended by the parties to this Agreement that McMahon's services in connection with the project shall not subject McMahon's individual employees, officers, or directors to any personal legal exposure for the risks associated with this project. Therefore, and notwithstanding anything to the contrary contained herein, the Client agrees that as the Client's sole and exclusive remedy, any claim, demand, or suit shall be directed and/or asserted only against McMahon, a Wisconsin corporation, and not against any of McMahon's employees, officers, or directors.

8.8 Contingency: The project will evolve and be refined over time. The Client shall provide appropriate contingency for design and construction costs consistent with the reasonable progression of the project. The Client and McMahon agree that revisions due to design clarifications or omissions which result in changes in work during the construction phase which amount to 5% or less of construction costs shall be deemed within the contingency and consistent with the professional standard of care. Accordingly, the Client agrees to make no claim for such costs. Revisions in excess of this threshold shall be resolved per the dispute resolution process.

8.9 Project Costs Associated with Agency Plan Review: McMahon will not be responsible for additional project costs due to changes to the design, construction documents, and specifications resulting from the agency plan review process. The project schedule shall either allow for the agency plan review process to occur prior to the bid phase, or if this review occurs after the bid phase, any additional costs would be considered part of the project contingency.

8.10 Hazardous Materials: McMahon shall have no responsibility for the discovery, presence, handling, removal, or disposal of, or exposure of persons to, hazardous materials or toxic substances in any form at the project site.

8.11 Climate: Design standards which exceed the minimum requirements within current codes and regulations are excluded. If requested by the Client, climate-related design services or evaluations can be provided for additional compensation.

McMAHON
ENGINEERS ARCHITECTS

FEE SCHEDULE | 2026

McMahon Associates, Inc.

Effective: 01/01/2026

LABOR CLASSIFICATION	HOURLY RATE
Principal	$215.00
Senior Project Manager	$195.00 - $215.00
Project Manager	$145.00 - $185.00
Senior Engineer	$195.00 - $205.00
Engineer	$115.00 - $185.00
Senior Engineering Technician	$145.00 - $155.00
Engineering Technician	$85.00 - $135.00
Senior Architect	$180.00 - $200.00
Architect	$155.00 - $175.00
Senior Designer	$130.00 - $150.00
Designer	$100.00 - $120.00
Senior Land Surveyor	$140.00 - $190.00
Land Surveyor	$130.00
Land Surveyor Technician	$95.00 - $115.00
Surveyor Apprentice	$80.00
Erosion Control Technician	$100.00
Senior Hydrogeologist	$215.00
Senior Ecologist	$205.00
Environmental Scientist	$110.00 - $140.00
Senior GIS Project Manager	$195.00
Senior GIS Analyst	$135.00 - $155.00
GIS Analyst	$105.00 - $125.00
Wetland Delineator	$125.00
Senior Wetland Delineator	$165.00
Municipal Planner	$175.00
Senior Public Management Specialist	$180.00
Public Management Specialist	$145.00 - $160.00
Senior Public Safety Specialist	$180.00
Public Safety Specialist	$145.00 - $160.00
Building Inspector Specialist	$145.00
Water / Wastewater Specialist	$115.00 - $145.00
Senior On-Site Project Representative	$130.00
On-Site Project Representative	$70.00 - $130.00
K-12 Administrative Specialist	$140.00
State Plan Reviewer	$155.00
Certified Grant Specialist	$155.00
Graphic Designer	$120.00
Senior Administrative Assistant	$100.00 - $110.00
Administrative Assistant	$90.00
Intern	$55.00 - $80.00
Professional Witness Services	$385.00

This Fee Schedule is subject to revisions due to labor rate adjustments and interim staff or corporate changes.

NEENAH, WISCONSIN
CORPORATE HEADQUARTERS

Street Address:
1445 McMAHON DRIVE
NEENAH, WI 54956

Mailing Address:
P.O. BOX 1025
NEENAH, WI 54957-1025

Ph 920.751.4200 | Fax 920.751.4284

Email: MCM@MCMGRP.COM
Web: WWW.MCMGRP.COM

1700 HUTCHINS ROAD
MACHESNEY PARK, IL 61115

Ph 815.636.9590 | Fax 815.636.9591

Email: MCMAHON@MCMGRP.NET
Web: WWW.MCMGRP.COM

952 SOUTH STATE ROAD 2
VALPARAISO, IN 46385

Ph 219.462.7743 | Fax 219.464.8248

Email: MCM@MCMGRP-IN.COM
Web: WWW.MCMGRP.COM

McMAHON ENGINEERS ARCHITECTS

REIMBURSABLE EXPENSE SCHEDULE * | 2026

McMahon Associates, Inc.

Effective: 01/01/2026

DESCRIPTION	RATE
REIMBURSABLE EXPENSES:	
Commercial Travel	1.1 of Cost
Delivery & Shipping	1.1 of Cost
Meals & Lodging	1.1 of Cost
Review & Submittal Fees	1.1 of Cost
Outside Consultants	1.12 of Cost
Photographs & Models	1.1 of Cost
Misc. Reimbursable Expenses & Project Supplies	1.1 of Cost
Terrestrial LIDAR Scanner	$50.00/Hour
REIMBURSABLE UNITS:	
Copy Charges - Black & White	$0.08/Image
Copy Charges - Color / 8½" x 11"	$0.45/Image
Copy Charges - Color / 8½" x 14" and 11" x 17"	$0.75/Image
Mileage	$0.95/Mile
Mileage - Truck/Van	$1.20/Mile
All-Terrain Vehicle	$100.00/Day
Global Positioning System (GPS)	$21.00/Hour
Hand-Held Global Positioning System (GPS)	$15.00/Hour
Robotic Total Station	$20.00/Hour
Survey Hubs	$0.55/Each
Survey Lath	$1.00/Each
Survey Paint	$7.75/Can
Survey Ribbon	$3.50/Roll
Survey Rebars - 1¼"	$10.00/Each
Survey Rebars - ¾"	$3.50/Each
Survey Rebars - ⅝"	$3.50/Each
Survey Iron Pipe - 1"	$5.00/Each
Survey Steel Fence Post - 1"	$7.75/Each
Control Spikes	$2.50/Each
Pin Flags	$0.30/Each

* This schedule is not all inclusive.

NEENAH, WISCONSIN
CORPORATE HEADQUARTERS

Street Address:
1445 McMAHON DRIVE
NEENAH, WI 54956

Mailing Address:
P.O. BOX 1025
NEENAH, WI 54957-1025

Ph 920.751.4200 | Fax 920.751.4284

Email: MCM@MCMGRP.COM
Web: WWW.MCMGRP.COM

1700 HUTCHINS ROAD
MACHESNEY PARK, IL 61115

Ph 815.636.9590 | Fax 815.636.9591

Email: MCMAHON@MCMGRP.NET
Web: WWW.MCMGRP.COM

952 SOUTH STATE ROAD 2
VALPARAISO, IN 46385

Ph 219.462.7743 | Fax 219.464.8248

Email: MCM@MCMGRP-IN.COM
Web: WWW.MCMGRP.COM

Village of HARRISON
WHERE OPPORTUNITY LIVES

VILLAGE BOARD MEETING **VILLAGE OF HARRISON**

From: Chad Pelishek, Village Manager **Meeting Date:** 1/27/2026

Title:. Various Payment Requests

Recommended Action: Motion to approve the nine Application for Payments for various projects totaling $533,502.42.

Background and Additional Information:
Fire Station 70: Miron: $379,276.58

Fire Station 70: IKM: $13,809.20

Fire Station 70: Johnson and Jonet: $29,612.75

Fire Station 70: VOE Energy: $110,803.89

Budget Impacts: Payment from Capital Funds- 2024 Capital Borrowings

Attachments: Memos from Various Entities

Docusign Envelope ID: 4E005796-01B1-4521-B7F0-AC7EF0B1277B

APPLICATION AND CERTIFICATE FOR PAYMENT

TO OWNER: Village of Harrison
W5298 State Road 114
Menasha, WI 54952

PROJECT: Village of Harrison Fire Rescue Station 70
W5662 Manitowoc Rd
Harrison, WI 54915

APPLICATION NO.: 4
PERIOD TO : 12/31/2025
PROJECT NOS.: 250890
INVOICE NO.: 250890-0004
CONTRACT DATE : 08/01/2025

Distribution to:
☐ OWNER
☐ ARCHITECT
☐ CONTRACTOR
☐
☐

FROM CONTRACTOR: Miron Construction Co., Inc.
PO Box 1372
Green Bay, WI 54305-1372

ARCHITECT: Wendel Companies
800 Wisconsin St, Bldg D04
Ste 202, Mailbox 2
Eau Claire, WI 54703

CONTRACT FOR: Village of Harrison Fire Rescue Station 70

APPLICATION AND CERTIFICATE FOR PAYMENT

Application is made for payment, as shown below, in connection with the Contract. Continuation sheet is attached.

1. ORIGINAL CONTRACT SUM	$	6,868,866.00
2. Net change by change orders	$	7,953.75
3. CONTRACT SUM TO DATE (Line1 +/- 2)	$	6,876,819.75
4. TOTAL COMPLETED & STORED TO DATE (Column G on G703)	$	2,965,935.26
5. RETAINAGE: (Total retainage Column I of G703)	$	148,296.78
6. TOTAL EARNED LESS RETAINAGE (Line 4 less Line 5 Total)	$	2,817,638.48
7. LESS PREVIOUS CERTIFICATES FOR PAYMENT (Line 6 from prior Certificate)	$	2,438,361.90
8. CURRENT PAYMENT DUE	$	379,276.58
9. BALANCE TO FINISH, INCLUDING RETAINAGE (Line 3 less Line 6)	$	4,059,181.27

CHANGE ORDER SUMMARY		ADDITIONS	DEDUCTIONS
Change Order approved in previous months by Owner		0.00	0.00
APPROVED THIS MONTH			
Number	Date Approved		
CO001	12/29/2025	7,953.75	0.00
	Current Total:	7,953.75	0.00
Net Change by Change Orders			7,953.75

AIA Document G702 – 1992.Copyright © 1953, 1963, 1965, 1971, 1976, 1983 and 1992 by The American Institute of Architects. All rights reserved.
WARNING: This AIA® Document is protected by U.S. Copyright Law and International Treaties. Unauthorized reproduction or distribution of this AIA® Document, or any portion of it, may result in severe civil and criminal penalties, and will be prosecuted to the maximum extent possible under the law.
This document was produced at 06:19:39 on 01/05/2026 under Order No 20240046063 which expires on 07/24/2026, and is not for resale. User Notes:

The undersigned Contractor certifies that to the best of the Contractor's knowledge, information and belief the work covered by this Application for Payment has been completed in accordance with the Contract Documents, that all amounts have been paid by the Contractor for Work for which previous Certificates for payment were issued and payments received from the Owner, and that current payment shown herein is now due.

WARNING: DO NOT CHANGE ESTABLISHED PAYMENT INSTRUCTIONS FOR PAYMENTS TO MIRON CONSTRUCTION CO., INC.. Miron Construction Co., Inc. does not change its bank routing or account numbers. Do not accept or rely upon emails or correspondence requesting changes to Miron Construction Co., Inc.'s established payment instructions. Any change to Miron Construction Co., Inc.'s payment instructions can only be made by a fully executed Change Order to the Agreement between Owner and Miron Construction Co., Inc..

Contractor: Miron Construction Co., Inc.
By: [signature] Date: January 05, 2026
State of: Wisconsin
County of: Winnebago
Subscribed and sworn to before me this 05 day of January 2026
Notary Public: Michelle A Sommerfeld
My Commission expires: 07.10.2026

MICHELLE A SOMMERFELD NOTARY PUBLIC STATE OF WISCONSIN

ARCHITECT'S CERTIFICATE FOR PAYMENT

In accordance with the Contract Documents, based on on-site observations and the data comprising the above application, the Architect certifies to the Owner that to the best of the Architect's knowledge, information and belief the Work has progressed as indicated, the quality of Work is in accordance with the Contract Documents, and the Contractor is entitled to the payment of the AMOUNT CERTIFIED.

AMOUNT CERTIFIED.....$ 379,276.58

(Attach explanation If amount certified differs from the amount applied for. Initial figures on this Application and on the Continuation Sheet that are changed to conform to the amount certified.)

ARCHITECT: Wendel Companies
By: DocuSigned by: Michael Galley 57309FB6F9E5D431... Date: 1/7/2026
Sr Project Manager of Construction

This Certificate is not negotiable. The AMOUNT CERTIFIED is payable only to the Contractor named herein. Issuance, payment and acceptance of payment are without prejudice to any rights of the Owner or Contractor under this Contract.

Docusign Envelope ID: 4E005796-01B1-4521-B7F0-AC7EF0B1277B

Miron Construction Co., Inc.

CONTINUATION SHEET AIA DOCUMENT G703

AIA DOCUMENT G702, APPLICATION AND CERTIFICATE FOR PAYMENT, containing Contractor's signed Certification is attached.
In tabulation below, amounts are stated to the nearest cent.
Use Column I on Contracts where variable retainage for line items may apply.

APPLICATION NUMBER: 4
APPLICATION DATE: 12/29/2025 INVOICE NO.:
PERIOD TO: 12/31/2025 250890-0004
PROJECT NO: 250890

A	B	C	D	E	F	G		H	I
ITEM NO.	DESCRIPTION OF WORK	SCHEDULED VALUE	WORK COMPLETED (D+E)		MATERIAL PRESENTLY STORED	TOTAL COMPLETED AND STORED TO DATE	PER-%(G/C)	BALANCE TO FINISH	RETAINAGE
			FROM PREVIOUS APPLICATION	THIS PERIOD					
005	Contract 01 - Bonds	12,022.00	12,022.00	0.00	0.00	12,022.00	100	0.00	601.10
010	Contract 01 - Mobilization	10,000.00	10,000.00	0.00	0.00	10,000.00	100	0.00	500.00
015	Contract 01 - GC's/GR's	158,008.00	47,400.00	15,800.00	0.00	63,200.00	40	94,808.00	3,160.00
020	Contract 01 - Earthwork	306,064.00	211,500.00	0.00	0.00	211,500.00	69	94,564.00	10,575.00
025	Contract 01 - Asphalt Paving	167,420.00	0.00	0.00	0.00	0.00	0	167,420.00	0.00
030	Contract 01 - Concrete Sitework	79,000.00	0.00	0.00	0.00	0.00	0	79,000.00	0.00
035	Contract 01 - Pavement Markings	3,410.00	0.00	0.00	0.00	0.00	0	3,410.00	0.00
040	Contract 01 - Fencing	30,538.00	0.00	0.00	0.00	0.00	0	30,538.00	0.00
045	Contract 01 - Site Utilities	138,000.00	138,000.00	0.00	0.00	138,000.00	100	0.00	6,900.00
050	Contract 02 - Bonds	49,065.00	49,065.00	0.00	0.00	49,065.00	100	0.00	2,453.25
055	Contract 02 - Mobilization	20,000.00	20,000.00	0.00	0.00	20,000.00	100	0.00	1,000.00
060	Contract 02 - GC's/GR's	374,918.75	112,473.00	37,491.00	0.00	149,964.00	40	224,954.75	7,498.21
065	Contract 02 - CIP Concrete Labor	311,671.00	277,977.00	0.00	0.00	277,977.00	89	33,694.00	13,898.85
070	Contract 02 - CIP Concrete Materials	275,000.00	215,025.00	0.00	0.00	215,025.00	78	59,975.00	10,751.25
075	Contract 02 - Precast Labor	15,525.00	15,525.00	0.00	0.00	15,525.00	100	0.00	776.25
080	Contract 02 - Precast Materials	58,077.12	58,077.12	0.00	0.00	58,077.12	100	0.00	2,903.86
085	Contract 02 - Masonry Labor	667,996.00	399,372.90	40,427.64	0.00	439,800.54	66	228,195.46	21,990.02
090	Contract 02 - Masonry Materials	450,004.00	398,250.94	8,884.12	0.00	407,135.06	90	42,868.94	20,356.76
095	Contract 02 - Steel Labor	229,440.75	50,000.00	50,000.00	0.00	100,000.00	44	129,440.75	5,000.00
100	Contract 02 - Steel Materials	484,480.75	350,000.00	75,000.00	0.00	425,000.00	88	59,480.75	21,250.00
105	Contract 02 - General Trades Labor	276,171.50	6,000.00	10,000.00	0.00	16,000.00	6	260,171.50	800.00
110	Contract 02 - General Trades Materials	121,725.00	9,000.00	12,000.00	0.00	21,000.00	17	100,725.00	1,050.00

Docusign Envelope ID: 4E005796-01B1-4521-B7F0-AC7EF0B1277B

Miron Construction Co., Inc.

CONTINUATION SHEET AIA DOCUMENT G703

AIA DOCUMENT G702, APPLICATION AND CERTIFICATE FOR PAYMENT, containing Contractor's signed Certification is attached.
In tabulation below, amounts are stated to the nearest cent.
Use Column I on Contracts where variable retainage for line items may apply.

APPLICATION NUMBER: 4
APPLICATION DATE: 12/29/2025 INVOICE NO.:
PERIOD TO: 12/31/2025 250890-0004
PROJECT NO: 250890

A	B	C	D	E	F	G		H	I
ITEM NO.	DESCRIPTION OF WORK	SCHEDULED VALUE	WORK COMPLETED (D+E)		MATERIAL PRESENTLY STORED	TOTAL COMPLETED AND STORED TO DATE	PER-%(G/C)	BALANCE TO FINISH	RETAINAGE
			FROM PREVIOUS APPLICATION	THIS PERIOD					
115	Contract 02 - Architectural Casework	140,966.00	3,000.00	0.00	0.00	3,000.00	2	137,966.00	150.00
120	Contract 02 - Insulation	83,752.00	0.00	0.00	0.00	0.00	0	83,752.00	0.00
125	Contract 02 - Fire Safing	13,640.00	0.00	0.00	0.00	0.00	0	13,640.00	0.00
130	Contract 02 - Joint Sealants	26,958.00	0.00	0.00	0.00	0.00	0	26,958.00	0.00
135	Contract 02 - Roofing	343,677.00	0.00	127,500.00	0.00	127,500.00	37	216,177.00	6,375.00
140	Contract 02 - Metal Panels	64,449.00	0.00	0.00	0.00	0.00	0	64,449.00	0.00
145	Contract 02 - Doors and Hardware Labor	216,181.13	0.00	0.00	0.00	0.00	0	216,181.13	0.00
150	Contract 02 - Doors and Hardware Materials	290,626.00	0.00	0.00	0.00	0.00	0	290,626.00	0.00
155	Contract 02 - Aluminum Storefront/ Windows Labor	90,383.00	0.00	0.00	0.00	0.00	0	90,383.00	0.00
160	Contract 02 - Aluminum Storefront/ Windows Materials	129,000.00	0.00	0.00	0.00	0.00	0	129,000.00	0.00
165	Contract 02 - Studs/ Gypsum Board Labor	244,695.00	50,000.00	9,829.00	0.00	59,829.00	24	184,866.00	2,991.45
170	Contract 02 - Studs/ Gypsum Board Materials	235,000.00	97,914.00	4,353.00	0.00	102,267.00	44	132,733.00	5,113.35
175	Contract 02 - Tile	104,767.00	0.00	0.00	0.00	0.00	0	104,767.00	0.00
180	Contract 02 - Ceilings Labor	50,665.00	0.00	0.00	0.00	0.00	0	50,665.00	0.00
185	Contract 02 - Ceilings Materials	41,990.00	0.00	0.00	0.00	0.00	0	41,990.00	0.00
190	Contract 02 - Flooring Labor	30,000.00	0.00	0.00	0.00	0.00	0	30,000.00	0.00
195	Contract 02 - Flooring Materials	47,150.00	0.00	0.00	0.00	0.00	0	47,150.00	0.00
200	Contract 02 - Epoxy Flooring	15,963.00	0.00	0.00	0.00	0.00	0	15,963.00	0.00
205	Contract 02 - Painting Labor	59,136.00	0.00	0.00	0.00	0.00	0	59,136.00	0.00
210	Contract 02 - Painting Materials	25,344.00	0.00	0.00	0.00	0.00	0	25,344.00	0.00
215	Contract 02 - Signs	23,169.00	0.00	0.00	0.00	0.00	0	23,169.00	0.00
220	Contract 02 - Blinds and Shades	20,430.00	0.00	0.00	0.00	0.00	0	20,430.00	0.00

Docusign Envelope ID: 4E005796-01B1-4521-B7F0-AC7EF0B1277B

Miron Construction Co., Inc.

CONTINUATION SHEET AIA DOCUMENT G703

AIA DOCUMENT G702, APPLICATION AND CERTIFICATE FOR PAYMENT, containing Contractor's signed Certification is attached.
In tabulation below, amounts are stated to the nearest cent.
Use Column I on Contracts where variable retainage for line items may apply.

APPLICATION NUMBER: 4
APPLICATION DATE: 12/29/2025 INVOICE NO.:
PERIOD TO: 12/31/2025 250890-0004
PROJECT NO: 250890

A	B	C	D	E	F	G		H	I
ITEM NO.	DESCRIPTION OF WORK	SCHEDULED VALUE	WORK COMPLETED (D+E) FROM PREVIOUS APPLICATION	WORK COMPLETED (D+E) THIS PERIOD	MATERIAL PRESENTLY STORED	TOTAL COMPLETED AND STORED TO DATE	PER-%(G/C)	BALANCE TO FINISH	RETAINAGE
225	Contract 02 - Metal Casework Labor	3,000.00	0.00	0.00	0.00	0.00	0	3,000.00	0.00
230	Contract 02 - Metal Casework Materials	6,975.00	0.00	0.00	0.00	0.00	0	6,975.00	0.00
235	Contract 01 - Unsuitable Soil Compacted Fill Allowance	122,380.00	36,094.79	0.00	0.00	36,094.79	29	86,285.21	1,804.74
240	Contract 01 - Open Ex Rock Removal Allowance	68,750.00	0.00	0.00	0.00	0.00	0	68,750.00	0.00
245	Contract 01 - Lean Concrete Fill Allowance	37,813.00	0.00	0.00	0.00	0.00	0	37,813.00	0.00
250	Contract 01 - Pier/ Trench Rock Removal Allowance	68,750.00	0.00	0.00	0.00	0.00	0	68,750.00	0.00
255	Contract 02 - Moisture Mitigation Allowance	24,720.00	0.00	0.00	0.00	0.00	0	24,720.00	0.00
CO001	Change Order 001	7,953.75	0.00	7,953.75	0.00	7,953.75	100	0.00	397.69
	Project Total:	*6,876,819.75*	*2,566,696.75*	*399,238.51*	*0.00*	*2,965,935.26*	*43*	*3,910,884.49*	*148,296.78*

Docusign Envelope ID: F99B42FA-29F0-4079-B487-6204CFE684EF

VOE Power & Systems LLC
301 N Kensington Drive
Appleton, WI 54915
(920) 428-4160

INVOICE

DATE	NUMBER
12/17/2025	2615

BILL TO:

Village of Harrison
W5298 State Rd 114
Harrison, WI 54952
Attn: Mike Galley

DUE DATE
1/16/2026

Harrison Fire Rescue Station 70
Wendel Project No.: 634501
Pay App No.: 4
Billing Period: 12/01/2025 - 12/31/2025

Work Completed This Period	48.822.99
5% Retainage	-2,441.15

TOTAL $46,381.84

Docusign Envelope ID: F99B42FA-29F0-4079-B487-6204CFE684EF

AIA DOCUMENT G702
APPLICATION AND CERTIFICATION FOR PAYMENT

TO OWNER:
Village of Harrison
Menasha, WI 54952

PROJECT:
Harrison Fire-Rescue Station 70

APPLICATION NO: 4
APPLICATION DATE: 12/18/25
PERIOD TO: 12/31/25
CONTRACT FOR: Electrical
CONTRACT DATE: 8/1/2025
PROJECT NOS: 634501

Distribution to:
[X] ARCHITECT
[ ] OWNER
[ ]
[ ]
[ ]

FROM CONTRACTOR:
VOE Power & Systems LLC
Appleton, WI

VIA ARCHITECT:
Wendel Architecture, PC
Eau Claire, WI 54701

CONTRACTOR'S APPLICATION FOR PAYMENT

Application is made for payment, as shown below, in connection with the Contract. Continuation Sheet, AIA Document G703, is attached.

1. ORIGINAL SUBCONTRACT SUM		894,129.00
2. Net change by Change Orders		2,204.61
3. SUBCONTRACT SUM TO DATE (Line 1 ± 2)		896,333.61
4. TOTAL COMPLETED & STORED TO DATE (Column G on G703)		288,650.61
5. RETAINAGE:		
a. 5 % of Completed Work (Column D + E on G703)	$12,947.63	
b. 5 % of Stored Material (Column F on G703)	$1,484.90	
Total Retainage (Lines 5a + 5b or Total in Column I of G703)	$	14,432.53
		14,432.53
6. TOTAL EARNED LESS RETAINAGE (Line 4 Less Line 5 Total)		274,218.08
7. LESS PREVIOUS CERTIFICATES FOR PAYMENT (Line 6 from prior Certificate)		227,836.24
8. CURRENT PAYMENT DUE		46,381.84
9. BALANCE TO FINISH, INCLUDING RETAINAGE (Line 3 less Line 6)		$622,115.53

CHANGE ORDER SUMMARY	ADDITIONS	DEDUCTIONS
Total changes approved in previous months by Owner	$1,079.62	$0.00
Total approved this Month	$1,124.99	$0.00
TOTALS	$2,204.61	$0.00
NET CHANGES by Change Order	$2,204.61	

The undersigned Contractor certifies that to the best of the Contractor's knowledge, information and belief the Work covered by this Application for Payment has been completed in accordance with the Contract Documents, that all amounts have been paid by the Contractor for Work for which previous Certificates for Payment were issued and payments received from the Architect, and that current payment shown herein is now due.

CONTRACTOR: **VOE Power & Systems LLC**

By: _____ Date: 12/18/2025

State of: Wisconsin County of: Outagamie

Subscribed and sworn to before me this 18th Day Of December, 2025

Notary Public: _____

My Commission expires: 07/16/2027

TIFFANY L FENLON NOTARY PUBLIC STATE OF WISCONSIN

ARCHITECT'S CERTIFICATE FOR PAYMENT

In accordance with the Contract Documents, based on on-site observations and the data comprising the application, the Architect certifies to the Owner that to the best of the Architect's knowledge, information and belief the Work has progressed as indicated, the quality of the Work is in accordance with the Contract Documents, and the Contractor is entitled to payment of the AMOUNT CERTIFIED.

AMOUNT CERTIFIED . . . . . $ 46,381.84

(Attach explanation if amount certified differs from the amount applied. Initial all figures on this Application and on the Continuation Sheet that are changed to conform to the amount certified.)

ARCHITECT
Docusigned by:
By: Michael Galley Sr Project Manager Date: 1/12/2026
57309FB6F9ED431...

This Certificate is not negotiable. The AMOUNT CERTIFIED is payable only to the Contractor named herein. Issuance, payment and acceptance of payment are without prejudice to any rights of the Owner or Contractor under this Contract.

Docusign Envelope ID: F99B42FA-29F0-4079-B487-6204CFE684EF

CONTINUATION SHEET

AIA DOCUMENT G703

AIA Document G702, APPLICATION AND CERTIFICATION FOR PAYMENT, containing
Subcontractor's signed certification is attached.
In tabulations below, amounts are stated to the nearest dollar.
Use Column I on Contracts where variable retainage for line items may apply.

APPLICATION NO: 4
APPLICATION DATE: 12/18/25
PERIOD TO: 12/31/25
WENDEL PROJECT NUMBER: 634501

A	B	C	D	E	F	G		H	I
			WORK COMPLETED		MATERIALS	TOTAL			
ITEM NO.	DESCRIPTION OF WORK	SCHEDULED VALUE	FROM PREVIOUS APPLICATION	THIS PERIOD	PRESENTLY STORED	COMPLETED AND STORED	%	BALANCE TO FINISH	RETAINAGE
005	Bonds	$12,000.00	$12,000.00			$12,000.00	100%		$600.00
010	Submittals	$15,000.00	$15,000.00			$15,000.00	100%		$750.00
015	Site Pole Bases - M	$20,000.00	$20,000.00			$20,000.00	100%		$1,000.00
020	Pole Bases, Trench, Conduit - L	$10,000.00	$10,000.00			$10,000.00	100%		$500.00
025	Electrical - M	$125,000.00	$60,000.00			$60,000.00	48%	$65,000.00	$3,000.00
030	Electrical - L	$384,030.00	$55,000.00	$18,000.00		$73,000.00	19%	$311,030.00	$3,650.00
035	Fire Alarm - M	$9,623.00	$6,185.00			$6,185.00	64%	$3,438.00	$309.25
040	Fire Alarm - L	$20,000.00						$20,000.00	$0.00
045	Generator - M	$57,094.00						$57,094.00	$0.00
050	Generator - L	$25,000.00						$25,000.00	$0.00
055	Lighting - M	$66,202.00	$24,682.00		$24,697.00	$49,379.00	75%	$16,823.00	$2,468.95
060	Lighting - L	$60,000.00						$60,000.00	$0.00
065	Structured Cabling - M	$17,298.00						$17,298.00	$0.00
070	Structured Cabling - L	$17,000.00						$17,000.00	$0.00
075	Switchgear - M	$40,882.00	$35,881.00		$5,001.00	$40,882.00	100%		$2,044.10
080	Switchgear - L	$15,000.00						$15,000.00	$0.00
									$0.00
085	CE007 - WE Energies Temp Power Invoice	$1,079.62	$1,079.62			$1,079.62	100%		$53.98
090	CO #2 - WE Energies Nov Consumption	$1,124.99	$0.00	$1,124.99		$1,124.99	100%		$56.25
095									$0.00
100									$0.00
105									$0.00
110									$0.00
115									$0.00
120									$0.00
125									$0.00
130									$0.00
135									$0.00
	GRAND TOTALS	$896,333.61	$239,827.62	$19,124.99	$29,698.00	$288,650.61	32%	$607,683.00	$14,432.53

Docusign Envelope ID: F99B42FA-29F0-4079-B487-6204CFE684EF

ARP INTENC08 NLT 8FCR MVOLT HLK SM DTC
ARP08D
*2685Y5 Quantity: 1
120-277

CED APPLETON CUSTOMER STORAGE
CUSTOMER: VOE
JOB NAME: Harrison Fire Dept.
QUANTITY PART NUMBER/TYPE
~~8~~ P4
1 ARP08D

CED APPLETON CUSTOMER STORAGE
CUSTOMER: VOE Power
JOB NAME: Harrison Fire Department
QUANTITY PART NUMBER/TYPE
4 - D2 (2NWS3C3-UNV)

LITHONIA LIGHTING
AcuityBrands
LFRM 1X4 ALO3 SWW7 MVOLT M6 M6
LFRM SWITCHABLE LED FRAME 1'X4'
3000-4000-5000 LUMENS
3500-4000-5000K
*284U39 6
MASTER PACK
120 - 277 VOLT

CED APPLETON CUSTOMER STORAGE
CUSTOMER: VOE
JOB NAME: Harrison Fire Dpt.
QUANTITY (22) PART NUMBER/TYPE A1

CED APPLETON CUSTOMER STORAGE
CUSTOMER: VOE
JOB NAME: Harrison Fire Department
QUANTITY 23 PART NUMBER/TYPE F4 (CSSL48...)

CED APPLETON CUSTOMER STORAGE
CUSTOMER: VOE
JOB NAME: Harrison Fire Dpt.
QUANTITY (119) PART NUMBER/TYPE C6

Docusign Envelope ID: F99B42FA-29F0-4079-B487-6204CFE684EF

CED APPLETON CUSTOMER STORAGE

CUSTOMER: VOE Power

JOB NAME: Harrison Fire Department

QUANTITY | PART NUMBER/TYPE

(4) ~~CORD~~ UPLD 22IN SWW4 90CRI BZMC

(8) RB5GSC RGBW MW MC

2 boxes

CED APPLETON CUSTOMER STORAGE

CUSTOMER: Voe Power

JOB NAME: ~~[illegible]~~ Harrison Fire Dept

QUANTITY | PART NUMBER/TYPE

16 | JNL

CED APPLETON CUSTOMER STORAGE

CUSTOMER: VOE

JOB NAME: Harrison Fire Dept.

QUANTITY | PART NUMBER/TYPE

10 | G4

Docusign Envelope ID: F99B42FA-29F0-4079-B487-6204CFE684EF

Customer : VOE POWER & SYSTEMS LLC

CS Warehouse : CED ROEMER RD

PO : 974307

Rcvd Date : 11/24/2025

Customer PO : 25007-LTG

CED APPLETON CUSTOMER STORAGE

CUSTOMER: VOE

JOB NAME: HARRISON FIRE DEPT

QUANTITY	PART NUMBER/TYPE
8	CC6
~~6~~	~~RM4~~
3	MS2

Docusign Envelope ID: F99B42FA-29F0-4079-B487-6204CFE684EF

SCAN QR CODE OR SEE POSTSALES.ACUITYBRANDS.COM
FOR INSTALLATION AND ASSEMBLY INSTRUCTIONS.
EXPLOREZ CODE QR OU CONSULTEZ LE SITE WEB POSTSALES.ACUITYBRANDS.COM
POUR OBTENIR DES INSTRUCTIONS RELATIVES À L'INSTALLATION.
ESCANEE EL CÓDIGO QR O CONSULTE POSTSALES.ACUITYBRANDS.COM
PARA OBTENER INSTRUCCIONES DE INSTALACIÓN Y ENSAMBLAJE.
*2659NY055229725KMY

LITHONIA LIGHTING®

AcuityBrands®

ACUITY BRANDS LIGHTING, INC.
ONE LITHONIA WAY, CONYERS, GA 30012
www.AcuityBrands.com

LFRM 1X4 ALO3 SWW7 MVOLT M6	Packaging M6

LITHONIA LIGHTING
Acuity Brands Lighting,Inc
Conyers, GA 30012
Made in China

LFRM SWITCHABLE LED FRAME 1'X4'
3000-4000-5000 LUMENS
3500-4000-5000K

*284U39	Quantity 6	Unit EA
		Stack 8
		Lamps LED

30197589570305

MASTER PACK

120-277 VOLT

GP112524

CSS L48 ALO3
MVOLT SWW3 80CRI | Packaging U

CSS L48 ALO3
MVOLT SWW3 80CRI

*2659NY | Units: EA | Stack | Lamps: No
Quantity: 1
Assembled in MEX
74-CDS-2025-10-24
LITHONIA LIGHTING

120-277

D APPLETON CUSTOMER STORAGE

Docusign Envelope ID: 779D5F6C-7A66-4F6C-86A8-BD5356F64DFE

APPLICATION FOR PAYMENT

Remit To: **IKM Building Solutions**
11217 West Becher Street
West Allis WI 53227

To: Village of Harrison
W5298 State Road 114
Menasha WI 54952

Project: Village of Harrison Fire Rescue Station 70
Contract For: Village of Harrison
Application No: 742500904
Application Date 12/25/25
Period To: 12/31/25
Job No.: 7425009
Contract Date: 08/22/25
Customer No: 1065700
Contract No: 634501
Via Architect:
Architect's Project No:

Distribution to:

- [ ] OWNER
- [ ] ARCHITECT
- [ ] CONTRACTOR
- [ ]
- [ ]

CONTRACTOR'S APPLICATION FOR PAYMENT

Application is made for Payment, as shown below, in connection with the Contract. Schedule of Values is attached.

1. ORIGINAL CONTRACT SUM	$	665,863.00
2. NET CHANGE BY CHANGE ORDERS	$	0.00
3. CONTRACT SUM TO DATE (line 1 + 2)	$	665,863.00
4. TOTAL COMPLETED AND STORED TO DATE (Column G of Schedule of Values)	$	350,667.00
5. RETAINAGE:		
a. 5.00 % of Completed Work (Column D + E of Schedule of Values)	$	17,533.35
b. % of Stored Material (Column F of Schedule of Values)	$	0.00
Total Retainage (Line 5a + 5b or Total of Column I of Schedule of Values)	$	17,533.35
6. TOTAL EARNED LESS RETAINAGE (Line 4 less Line 5 Total)	$	333,133.65
7. LESS PREVIOUS CERTIFICATES FOR PAYMENT (Line 6 from prior Application)	$	319,324.45
8. CURRENT PAYMENT DUE	$	13,809.20
9. BALANCE TO FINISH, INCLUDING RETAINAGE (Line 3 less Line 6)	$	332,729.35

CHANGE ORDER SUMMARY	ADDITIONS	DEDUCTIONS
Total changes approved in previous months by Owner	0.00	0.00
Total approved this Month	0.00	0.00
TOTALS	0.00	0.00
NET CHANGES by Change Order	0.00	

Contract For: **IKM Building Solutions**

The undersigned Contractor certifies that to the best of the Contractor's knowledge, information and belief, the Work covered by this Application for Payment has been completed in accordance with the Contract Documents, that all amounts have been paid by the Contractor for Work for which previous Certificates for Payment were issued and payments received from the Owner, and that current payment shown herein is now due.

CONTRACTOR: IKM Building Solutions
By: _____ Date: 12/31/2025
State of: Wisconsin County of: Milwaukee
Notary Public:
My Commission expires: 02/22/2029

NOTARY PUBLIC JEANNETTE WENZEL STATE OF WISCONSIN

ARCHITECT'S CERTIFICATE FOR PAYMENT

In accordance with the Contract Documents, based on on-site observations and the data comprising this application, the Architect certifies to the Owner that to the best of the Architect's knowledge, information and belief the Work has progressed as indicated, the quality of the Work is in accordance with the Contract Documents, and the Contractor is entitled to payment of the AMOUNT CERTIFIED.

AMOUNT CERTIFIED..... $13,809.20
(Attach explanation if the amount certified differs from the amount applied for in Line 8. Initial all figures on this Application and on the Shedule of Values Documents changes to conform to the amount certified.)

ARCHITECT:
By: Michael Galley Date: 1/7/2026
Sr Project Manager of Construction
57309FB6F9ED431...

This Certificate is not negotiable. The AMOUNT CERTIFIED is payable only to the Contractor named herein. Issuance, payment and acceptance of payment are without prejudice to any rights of the Owner or Contractor under this Contract

Docusign Envelope ID: 779D5F6C-7A66-4F6C-86A8-BD5356F64DFE

APPLICATION FOR PAYMENT - SCHEDULE OF VALUES

Application No.: 742500904
Application Date: 12/25/25
Period To: 12/31/25
Architect's Project No.:

Use Column I on Contracts where variable retainage for line items may apply

(A) ITEM NO.	(B) DESCRIPTION OF WORK	(C) SCHEDULED VALUE	(D) WORK COMPLETED PREVIOUS APPLIC. (D+E)	(E) WORK COMPLETED THIS PERIOD	(F) MATERIALS PRESENTLY STORED (NOT IN D OR E)	(G) TOTAL COMPLETED AND STORED TO DATE (D+E+F)	% (G/C)	(H) BALANCE TO FINISH (C-G)	(I) RETENTION
1	Mobilization / Demobilization	14,500.00	7,700.00	900.00	0.00	8,600.00	59.31	5,900.00	430.00
2	Material Handling	14,500.00	3,350.00	1,000.00	0.00	4,350.00	30.00	10,150.00	217.50
3	Project Management / Supervision	35,000.00	5,550.00	1,000.00	0.00	6,550.00	18.71	28,450.00	327.50
4	Labor - Underground Plumbing	75,453.00	57,100.00	5,000.00	0.00	62,100.00	82.30	13,353.00	3,105.00
5	Labor - Above Ground drain waste vent and water piping	91,069.00	7,200.00	3,000.00	0.00	10,200.00	11.20	80,869.00	510.00
6	Labor - Fixtures	36,400.00	0.00	600.00	0.00	600.00	1.65	35,800.00	30.00
7	Material - PVC drain waste and vent	39,481.00	32,000.00	0.00	0.00	32,000.00	81.05	7,481.00	1,600.00
8	Material - Copper water piping and fittings	80,814.00	42,000.00	1,000.00	0.00	43,000.00	53.21	37,814.00	2,150.00
9	Fixtures	171,729.00	116,000.00	0.00	0.00	116,000.00	67.55	55,729.00	5,800.00
10	Insulation	27,500.00	0.00	1,000.00	0.00	1,000.00	3.64	26,500.00	50.00
11	Gravel / Trucking	17,390.00	15,500.00	0.00	0.00	15,500.00	89.13	1,890.00	775.00
12	Machinery	39,673.00	36,129.00	1,036.00	0.00	37,165.00	93.68	2,508.00	1,858.25
13	Lift Rental	12,152.00	3,400.00	0.00	0.00	3,400.00	27.98	8,752.00	170.00
14	Permits and Bonding	6,340.00	6,340.00	0.00	0.00	6,340.00	100.00	0.00	317.00
15	Change Order #1	3,862.00	3,862.00	0.00	0.00	3,862.00	100.00	0.00	193.10
	Job Totals:	$665,863.00	$336,131.00	$14,536.00	$0.00	$350,667.00	52.66	$315,196.00	$17,533.35

Docusign Envelope ID: 0849558B-6369-433B-9B81-7F30E087080F

APPLICATION AND CERTIFICATE FOR PAYMENT

TO OWNER:
Village of Harrison
W5298 State Rd. 114
Menasha WI 54952

FROM CONTRACTOR:
Johnson and Jonet Mechanical
1800 Sal St.
Green Bay WI 54302

PROJECT:
Fire Rescue Station 70
W5662 Manitowac Rd.
Harrison, WI

VIA ARCHITECT:
Wendel Architects
204 E. Grand Ave
Eau Claire WI 54701

APPLICATION #: 4
PERIOD TO: 12/31/25
PROJECT NOS: 634501

CONTRACT DATE: 08/05/25

Distribution to:
- [ ] Owner
- [ ] Const. Mgr
- [ ] Architect
- [ ] Contractor
- [ ]

CONTRACT FOR: Village Of Harrison Fire Rescue Station 70 HVAC

CONTRACTOR'S APPLICATION FOR PAYMENT

Application is made for payment, as shown below, in connection with the Contract.
Continuation Sheet is attached.

1. ORIGINAL CONTRACT SUM	$	1,062,700.00
2. Net change by Change Orders	$	
3. CONTRACT SUM TO DATE (Line 1 +/- 2)	$	1,062,700.00
4. TOTAL COMPLETED & STORED TO DATE (Column G on Continuation Sheet)	$	169,106.99
5. RETAINAGE:		
a. 5.0% of Completed Work (Columns D+E on Continuation Sheet)	$	4,549.15
b. 5.0% of Stored Material (Column F on Continuation Sheet)	$	3,906.20
Total Retainage (Line 5a + 5b or Total in Column 1 of Continuation Sheet)	$	8,455.35
6. TOTAL EARNED LESS RETAINAGE (Line 4 less Line 5 Total)	$	160,651.64
7. LESS PREVIOUS CERTIFICATES FOR PAYMENT (Line 6 from prior Certificate)	$	49,847.75
8. CURRENT PAYMENT DUE	$	110,803.89
9. BALANCE TO FINISH, INCLUDING RETAINAGE (Line 3 less Line 6)	$	902,048.36

CHANGE ORDER SUMMARY	ADDITIONS	DEDUCTIONS
Total changes approved in previous months by Owner		
Total approved this Month		
TOTALS		
NET CHANGES by Change Order		

The undersigned Contractor certifies that to the best of the Contractor's knowledge, information and belief the Work covered by this Application for Payment has been completed in accordance with the Contract Documents, that all amounts have been paid by the Contractor for Work for which previous Certificates for Payment were issued and payments received from the Owner, and that current payment shown therein is now due.

CONTRACTOR:

By: Bud Mast Date: 1/5/26

State of: Wisconsin
County of: Brown

Subscribed and sworn to before me this 5th day of Jan-26

Notary Public: Jeremiah R. Johnson
My Commission expires: 06/29/26

JEREMIAH R. JOHNSON NOTARY PUBLIC STATE OF WISCONSIN

CERTIFICATE FOR PAYMENT

In accordance with Contract Documents, based on on-site observations and the data comprising application, the Architect certifies to the Owner that to the best of the Architect's knowledge, information and belief the Work has progressed as indicated, the quality of the Work is in accordance with the Contract Documents, and the Contractor is entitled to payment of the AMOUNT CERTIFIED.

AMOUNT CERTIFIED $ 110,803.89

(Attach explanation if amount certified differs from the amount applied for. Initial all figures on this application and on the Continuation Sheet that are changed to conform to the amount certified.)

ARCHITECT:

Docusigned by:
By: Michael Galley Date: 1/7/2026
57309FB8F9ED431...
Sr Project Manager of Construction

This Certificate is not negotiable. The AMOUNT CERTIFIED is payable only to the Contractor named herein. Issuance, payment and acceptance of payment are without prejudice to any rights of the Owner of Contractor under this Contract.

Docusign Envelope ID: 0849558B-6369-433B-9B81-7F30E087080F

CONTINUATION SHEET

ATTACHMENT TO PAY APPLICATION

PROJECT:
Fire Rescue Station 70
W5662 Manitowac Rd.
Harrison, WI

APPLICATION NUMBER: 4
APPLICATION DATE: 12/16/25
PERIOD TO: 31-Dec-25
ARCHITECT'S PROJECT NO: 634501

A	B	C	D	E	F	G		H	I
Item No.	Description of Work	Scheduled Value	Work Completed		Materials Presently Stored (Not In D or E)	Total Completed And Stored To Date (D + E + F)	% (G/C)	Balance To Finish (C - G)	Retainage
			From Previous Application (D + E)	This Period					
1	**Submittals**	3,000.00	3,000.00			3,000.00	100%		150.00
2	**Mobilize**	1,495.00						1,495.00	
3	**Pipe Fitter Labor**	125,000.00	3,000.00	1,000.00		4,000.00	3%	121,000.00	200.00
4	**Pipe Fitter Material**	121,000.00	15,000.00	2,500.00		17,500.00	14%	103,500.00	875.00
5	**HVAC Equipment**	185,000.00		10,000.00		10,000.00	5%	175,000.00	500.00
6	**Rentals**	7,000.00						7,000.00	
7	**Bonds**	9,850.00	9,850.00			9,850.00	100%		492.50
8	**Permits**	11,450.00	11,450.00			11,450.00	100%		572.50
9	**Controls Subcontractor**	117,830.00		19,573.32	78,124.00	97,697.32	83%	20,132.68	4,884.87
10	**Balancing Subcontractor**	13,675.00						13,675.00	
11	**Sheetmetal Sub Labor**	89,907.00		1,200.00		1,200.00	1%	88,707.00	60.00
12	**Sheetmetal Sub Material**	120,933.00		2,600.00		2,600.00	2%	118,333.00	130.00
13	**Insulation Subcontractor**	53,560.00						53,560.00	
14	**Demobilize**	1,500.00						1,500.00	
15	**Closeouts**	1,500.00						1,500.00	
16	**Temporary Heat Allowance**	200,000.00	10,171.32	1,638.35		11,809.67	6%	188,190.33	590.48
17									
18									
19									
20									
21									
22									
23									
24									
25									
26									
27									
28									
	SUBTOTALS PAGE 2	1,062,700.00	52,471.32	38,511.67	78,124.00	169,106.99	16%	893,593.01	8,455.35

Docusign Envelope ID: 0849558B-6369-433B-9B81-7F30E087080F

Dear Policyholder,

Thank you for choosing Federated Insurance to handle your insurance and risk management needs. The attached certificate document(s) have been issued or updated.

Please feel free to contact us with any additional changes, additions or deletions that may be needed by contacting the Federated Client Contact Center at:

E-mail: clientcontactcenter@fedins.com
Phone: 1-888-333-4949
Fax: 507-446-4664

Thank you for your business!

Client Contact Center

Enclosed:
Certificate Document(s)

Docusign Envelope ID: 0849558B-6369-433B-9B81-7F30E087080F

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
09/

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

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

PRODUCER FEDERATED MUTUAL INSURANCE COMPANY HOME OFFICE: P.O. BOX 328 OWATONNA, MN 55060	CONTACT NAME: CLIENT CONTACT CENTER PHONE (A/C, No, Ext): 888-333-4949 FAX (A/C, No): 507-446-4664 E-MAIL ADDRESS: CLIENTCONTACTCENTER@FEDINS.COM
INSURED J & H CONTROLS INC 490 N ROLLING MEADOWS DR NORTH FOND DU LAC, WI 54937-9784	INSURERS AFFORDING COVERAGE — NAIC # INSURER A: FEDERATED MUTUAL INSURANCE COMPANY — 13935 INSURER B: FEDERATED SERVICE INSURANCE COMPANY — 28304 INSURER C: INSURER D: INSURER E: INSURER F:

COVERAGES **CERTIFICATE NUMBER: 142** **REVISION NUMBER: 0**

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

INSR LTR	TYPE OF INSURANCE	ADDL INSR	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
A	[X] COMMERCIAL GENERAL LIABILITY [ ] CLAIMS-MADE [X] OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: [ ] POLICY [X] PRO-JECT [ ] LOC [ ] OTHER:	Y	N	6064142	04/30/2025	04/30/2026	EACH OCCURRENCE DAMAGE TO RENTED PREMISES (Ea occurrence) MED EXP (Any one person) PERSONAL & ADV INJURY GENERAL AGGREGATE PRODUCTS & COMP/OP ACC	$1,000,000 $100,000 $5,000 $1,000,000 $2,000,000 $2,000,000
A	AUTOMOBILE LIABILITY [X] ANY AUTO [ ] OWNED AUTOS ONLY [ ] SCHEDULED AUTOS [ ] HIRED AUTOS ONLY [ ] NON-OWNED AUTOS ONLY	Y	N	6064142	04/30/2025	04/30/2026	COMBINED SINGLE LIMIT (Ea accident) BODILY INJURY (Per Person) BODILY INJURY (Per Accident) PROPERTY DAMAGE (Per Accident)	$1,000,000
A	[X] UMBRELLA LIAB [X] OCCUR [ ] EXCESS LIAB [ ] CLAIMS-MADE [ ] DED [ ] RETENTION	Y	N	6064144	04/30/2025	04/30/2026	EACH OCCURRENCE AGGREGATE	$5,000,000 $5,000,000
B	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/ EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) Y/N [Y] If yes, describe under DESCRIPTION OF OPERATIONS below	N/A	N	6064143	04/30/2025	04/30/2026	[X] PER STATUTE [ ] OTHER E.L EACH ACCIDENT E.L DISEASE -EA EMPLOYEE E.L DISEASE - POLICY LIMIT	 $500,000 $500,000 $500,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

SEE ATTACHED PAGE

CERTIFICATE HOLDER

JOHNSON & JONET MECHANICAL CONTRACTORS, INC. 142 0
1800 SAL ST
GREEN BAY, WI 54302-2114

CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

Nicholas R. Zoeller

© 1988-2015 ACORD CORPORATION. All rights reserved.

Docusign Envelope ID: 0849558B-6369-433B-9B81-7F30E087080F

AGENCY CUSTOMER ID: _____

LOC #: _____

ADDITIONAL REMARKS SCHEDULE

AGENCY		NAMED INSURED
FEDERATED MUTUAL INSURANCE COMPANY		J & H CONTROLS INC 490 N ROLLING MEADOWS DR NORTH FOND DU LAC, WI 54937-9784
POLICY NUMBER SEE CERTIFICATE # 142.0		
CARRIER SEE CERTIFICATE # 142.0	NAIC CODE	EFFECTIVE DATE: SEE CERTIFICATE # 142.0

ADDITIONAL REMARKS

THIS ADDITIONAL REMARKS FORM IS A SCHEDULE TO ACORD FORM,

FORM NUMBER: 25 FORM TITLE: CERTIFICATE OF LIABILITY INSURANCE

JOB # SC-25-4793-90141
VILLAGE OF HARRISON FIRE RESCUE STATION 70.
MARK HAWLEY IS EXCLUDED FROM THE WORKERS COMPENSATION POLICY.
SUBJECT TO THE TERMS AND CONDITIONS OF THE POLICY, ADDITIONAL INSUREDS ALSO INCLUDES THE PROJECT OWNER.
THE CERTIFICATE HOLDER IS AN ADDITIONAL INSURED SUBJECT TO THE CONDITIONS OF THE ADDITIONAL INSURED - OWNERS, LESSEES OR CONTRACTORS - AUTOMATIC STATUS WHEN REQUIRED IN A WRITTEN CONSTRUCTION AGREEMENT WITH YOU ENDORSEMENT FOR GENERAL LIABILITY.
THE CERTIFICATE HOLDER IS AN ADDITIONAL INSURED SUBJECT TO THE CONDITIONS OF THE ADDITIONAL INSURED BY CONTRACT ENDORSEMENT FOR BUSINESS AUTO LIABILITY.
INSURANCE PROVIDED BY THE GENERAL LIABILITY COVERAGE IS PRIMARY AND NONCONTRIBUTORY OVER OTHER INSURANCE SUBJECT TO THE CONDITIONS OF THE PRIMARY AND NONCONTRIBUTORY CLAUSE- OTHER INSURANCE CONDITION.
INSURANCE PROVIDED BY THE BUSINESS AUTO LIABILITY IS PRIMARY AND NONCONTRIBUTORY OVER OTHER INSURANCE SUBJECT TO THE CONDITIONS OF THE PRIMARY AND NONCONTRIBUTORY CLAUSE- OTHER INSURANCE CONDITION.
GENERAL LIABILITY COVERAGE CONTAINS CG 25 03 DESIGNATED CONSTRUCTION GENERAL AGGREGATE LIMIT ENDORSEMENT APPLICABLE TO EACH CONSTRUCTION PROJECT AS REQUIRED BY WRITTEN CONTRACT OR WRITTEN AGREEMENT.
COMMERCIAL UMBRELLA FOLLOWS FORM ACCORDING TO THE TERMS, CONDITIONS, AND ENDORSEMENTS FOUND IN THE COMMERCIAL UMBRELLA POLICY.
FOR REASONS OTHER THAN NON-PAYMENT OF PREMIUM, 30 DAYS NOTICE WILL BE PROVIDED TO THE CERTIFICATE HOLDER IN THE EVENT THAT THE ISSUING COMPANY CANCELS THE POLICY BEFORE THE EXPIRATION DATE OF THE POLICY.
FOR WORKERS COMPENSATION, FOR REASONS OTHER THAN NON-PAYMENT OF PREMIUM, 30 DAYS NOTICE WILL BE PROVIDED TO THE CERTIFICATE HOLDER IN THE EVENT THAT THE ISSUING COMPANY CANCELS THE POLICY BEFORE THE EXPIRATION DATE OF THE POLICY.

© 2008 ACORD CORPORATION. All rights reserved.
The ACORD name and logo are registered marks of ACORD

Docusign Envelope ID: 0849558B-6369-433B-9B81-7F30E087080F

COMMERCIAL AUTO
CA 04 49 11 16

THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

PRIMARY AND NONCONTRIBUTORY - OTHER INSURANCE CONDITION

This endorsement modifies insurance provided under the following:

AUTO DEALERS COVERAGE FORM
BUSINESS AUTO COVERAGE FORM
MOTOR CARRIER COVERAGE FORM

With respect to coverage provided by this endorsement, the provisions of the Coverage Form apply unless modified by the endorsement.

A. The following is added to the **Other Insurance** Condition in the Business Auto Coverage Form and the **Other Insurance - Primary And Excess Insurance Provisions** in the Motor Carrier Coverage Form and supersedes any provision to the contrary:

This Coverage Form's Covered Autos Liability Coverage is primary to and will not seek contribution from any other insurance available to an "insured" under your policy provided that:

1. Such "insured" is a Named Insured under such other insurance; and
2. You have agreed in writing in a contract or agreement that this insurance would be primary and would not seek contribution from any other insurance available to such "insured".

B. The following is added to the **Other Insurance** Condition in the Auto Dealers Coverage Form and supersedes any provision to the contrary:

This Coverage Form's Covered Autos Liability Coverage and General Liability Coverages are primary to and will not seek contribution from any other insurance available to an "insured" under your policy provided that:

1. Such "insured" is a Named Insured under such other insurance; and
2. You have agreed in writing in a contract or agreement that this insurance would be primary and would not seek contribution from any other insurance available to such "insured".

© Insurance Services Office, Inc., 2016

Docusign Envelope ID: 0849558B-6369-433B-9B81-7F30E087080F

THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

ADDITIONAL INSURED BY CONTRACT ENDORSEMENT

This endorsement modifies insurance provided under the following:

BUSINESS AUTO COVERAGE PART

With respect to coverage provided by this endorsement, the provisions of the Coverage Form apply unless modified by the endorsement.

A. WHO IS AN INSURED for ″bodily injury″ and ″property damage″ liability is amended to include:
Any person or organization other than a joint venture, for which you have agreed by written contract to procure bodily injury or property damage ″auto″ liability insurance arising out of operation of a covered ″auto″ with your permission. However, this additional insurance does not apply to:
(1) The owner or anyone else from whom you hire or borrow a covered ″auto″. This exception does not apply if the covered ″auto″ is a ″trailer″ connected to a covered ″auto″ you own.
(2) Your ″employee″ if the covered ″auto″ is owned by that ″employee″ or a member of his or her household.
(3) Someone using a covered ″auto″ while he or she is working in a business of selling, servicing, repairing, parking or storing ″autos″ unless that business is yours.
(4) Anyone other than your ″employees″, partners (if you are a partnership), members (if you are a limited liability company), or a lessee or borrower or any of their ″employees″, while moving property to or from a covered ″auto″.
(5) A partner (if you are a partnership), or a member (if you are a limited liability company) for a covered ″auto″ owned by him or her or a member of his or her household.

B. The coverage extended to any additional insured by this endorsement is limited to, and subject to all terms, conditions, and exclusions of the Coverage Part to which this endorsement is attached.

In addition, coverage shall not exceed the terms and conditions that are required by the terms of the written agreement to add any insured, or to procure insurance.

C. The limits of insurance applicable to such insurance shall be the lesser of the limits required by the agreement between the parties, or the limits provided by this policy.

D. Additional exclusions. The insurance afforded to any person or organization as an insured under this endorsement does not apply:
1. To ″loss″ which occurs prior to the date of your contract with such person or organization;
2. To ″loss″ arising out of the sole negligence of any person or organization that would not be an insured except for this endorsement.
3. To ″loss″ for any leased or rented ″auto″ when the lessor or his or her agent takes possession of the leased or rented ″auto″ or the policy period ends, whichever occurs first.

Includes copyrighted material of Insurance Services Office, Inc. with its permission.

Docusign Envelope ID: 0849558B-6369-433B-9B81-7F30E087080F

THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

PRIMARY AND NONCONTRIBUTORY - OTHER INSURANCE CONDITION

This endorsement modifies insurance provided under the following:

COMMERCIAL GENERAL LIABILITY COVERAGE PART
LIQUOR LIABILITY COVERAGE PART
PRODUCTS/COMPLETED OPERATIONS LIABILITY COVERAGE PART

The following is added to the **Other Insurance** Condition and supersedes any provision to the contrary:

Primary And Noncontributory Insurance

This insurance is primary to and will not seek contribution from any other insurance available to an additional insured under your policy provided that:

(1) The additional insured is a Named Insured under such other insurance; and

(2) You have agreed in writing in a contract or agreement that this insurance would be primary and would not seek contribution from any other insurance available to the additional insured.

© Insurance Services Office, Inc., 2018

Docusign Envelope ID: 0849558B-6369-433B-9B81-7F30E087080F

COMMERCIAL GENERAL LIABILITY
CG 20 33 12 19

THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

ADDITIONAL INSURED - OWNERS, LESSEES OR CONTRACTORS - AUTOMATIC STATUS WHEN REQUIRED IN A WRITTEN CONSTRUCTION AGREEMENT WITH YOU

This endorsement modifies insurance provided under the following:

COMMERCIAL GENERAL LIABILITY COVERAGE PART

A. **Section II - Who Is An Insured** is amended to include as an additional insured any person or organization for whom you are performing operations when you and such person or organization have agreed in writing in a contract or agreement that such person or organization be added as an additional insured on your policy. Such person or organization is an additional insured only with respect to liability for ″bodily injury″, ″property damage″ or ″personal and advertising injury″ caused, in whole or in part, by:

1. Your acts or omissions; or

2. The acts or omissions of those acting on your behalf;

in the performance of your ongoing operations for the additional insured.

However, the insurance afforded to such additional insured:

1. Only applies to the extent permitted by law; and

2. Will not be broader than that which you are required by the contract or agreement to provide for such additional insured.

A person's or organization's status as an additional insured under this endorsement ends when your operations for that additional insured are completed.

B. With respect to the insurance afforded to these additional insureds, the following additional exclusions apply:

This insurance does not apply to:

1. ″Bodily injury″, ″property damage″ or ″personal and advertising injury″ arising out of the rendering of, or the failure to render, any professional architectural, engineering or surveying services, including:

a. The preparing, approving, or failing to prepare or approve, maps, shop drawings, opinions, reports, surveys, field orders, change orders or drawings and specifications; or

b. Supervisory, inspection, architectural or engineering activities.

This exclusion applies even if the claims against any insured allege negligence or other wrongdoing in the supervision, hiring, employment, training or monitoring of others by that insured, if the ″occurrence″ which caused the ″bodily injury″ or ″property damage″, or the offense which caused the ″personal and advertising injury″, involved the rendering of or the failure to render any professional architectural, engineering or surveying services.

© Insurance Services Office, Inc., 2018

Docusign Envelope ID: 0849558B-6369-433B-9B81-7F30E087080F

2. ″Bodily injury″ or ″property damage″ occurring after:

a. All work, including materials, parts or equipment furnished in connection with such work, on the project (other than service, maintenance or repairs) to be performed by or on behalf of the additional insured(s) at the location of the covered operations has been completed; or

b. That portion of ″your work″ out of which the injury or damage arises has been put to its intended use by any person or organization other than another contractor or subcontractor engaged in performing operations for a principal as a part of the same project.

C. With respect to the insurance afforded to these additional insureds, the following is added to **Section III - Limits Of Insurance:**

The most we will pay on behalf of the additional insured is the amount of insurance:

1. Required by the contract or agreement you have entered into with the additional insured; or

2. Available under the applicable limits of insurance;

whichever is less.

This endorsement shall not increase the applicable limits of insurance.

© Insurance Services Office, Inc., 2018

Docusign Envelope ID: 0849558B-6369-433B-9B81-7F30E087080F

Federated Mutual Insurance Company

THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

DESIGNATED ADDITIONAL INSURED AND PRIMARY AND NONCONTRIBUTORY ENDORSEMENT

This endorsement modifies insurance provided under the following:

COMMERCIAL UMBRELLA LIABILITY POLICY

SCHEDULE

Name of Person(s) or Organization(s):
Johnson & Jonet Mechanical Contractors Inc
1800 Sal St
Green Bay, WI 54302-2114

A. Each person or organization shown in the Schedule is an additional insured for **A.** Excess Liability Coverages, but only to the extent that person or organization qualifies as an additional insured under Paragraph **A.2.** in Section **IV.** Who Is An Insured.

B. With respect to any person or organization shown in the Schedule and qualifying as an additional insured as described in **A.** above, paragraph **J.** Other Insurance of Section **VII.** Conditions is deleted and replaced by the following:

J. Other Insurance

The coverage provided under this policy is excess over any other insurance or self insurance which covers any part of the injury or damage except insurance written specifically as excess coverage over the limits of this policy.

However, with respect to any person or organization shown in the Schedule and qualifying as an additional insured under Paragraph **A.2.** in Section **IV.** Who Is An Insured, the coverage provided under this policy is primary to and will not seek contribution from any other insurance available to that additional insured provided that:

(1) The additional insured is a Named Insured under such other insurance; and

(2) You have agreed in writing in a contract or agreement that this insurance would be primary and would not seek contribution from any other insurance available to the additional insured.

All other terms, conditions and exclusions remain unchanged.

Includes copyrighted material of Insurance Services Office, Inc., with its permission.

Docusign Envelope ID: 0849558B-6369-433B-9B81-7F30E087080F

Federated Mutual Insurance Company

THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

LIMITED AMENDMENT OF CANCELLATION PROVISIONS

All Coverage Parts included in this policy are subject to the following conditions:

If we cancel this policy, we will mail advance notice to the person(s) or organization(s) as shown in the Schedule.

SCHEDULE

Name and Address of Person(s) Or Organization(s):
Johnson & Jonet Mechanical Contractors Inc 1800 Sal St Green Bay, WI 54302-2114
Number of days advance notice for any reason other than non-payment of premium: 30
Number of days advanced notice for non-payment of premium: See Common Policy Conditions

Insured: J & H Controls Inc
490 N Rolling Meadows Dr
North Fond Du Lac, WI 54937-9784

Includes copyrighted material of Insurance Services Office, Inc., with its permission.

Docusign Envelope ID: 0849558B-6369-433B-9B81-7F30E087080F

Docusign Envelope ID: 0849558B-6369-433B-9B81-7F30E087080F

Docusign Envelope ID: 0849558B-6369-433B-9B81-7F30E087080F

Docusign Envelope ID: 0849558B-6369-433B-9B81-7F30E087080F

Village of HARRISON
WHERE OPPORTUNITY LIVES

VILLAGE BOARD MEETING **VILLAGE OF HARRISON**

From:
Chad Pelishek, Village Manager

Meeting Date:
1/27/2026

Title:
Change Order: Various Items

Recommended Action:
Motion to approve DPW Change Orders No 16 and 17 totaling $5,446.40 and Fire Station 70 VOE Change Order 1- 6 for a total of $19,337.95.

Background and Additional Information:

DPW Expansion Project

The net change of these change orders (1-15) is $12,363.96

Change Order No. 16 is add of $4,411.40 as a larger natural gas service was required to service the next addition. In order to accomplish this, We Energies is installing a new larger gas service on the north side of building with a new to be bored in off State Park Road. Central Temperature needed to pipe up changes internal the building to connect the system on the north side. The Village Manager approved these change as it was under $5,000 and needed to be scheduled.

Change Order No. 17 is add of $1,035.00 to change the duct work in the new addition from spiral to rectangular/square to provide more clearance for dump trucks to lift their boxes in the garage to clean out and maintenance. This was approved by the Village Manager as it is under the threshold allowing the Manager to approve.

The net change of change orders is $17,810.36

Fire Station No. 70
The starting net change of change orders is $11,815.75. The project includes approximately $500,000 in contingencies.

Change Order #1 VOE- We Energies Temporary Power October 2025 add of $1,079.62
Change Order #2 VOE- We Energies Temporary Power November 2025 add of $1,124.99
Change Order #3 VOE – We Energies Temporary Power December 2025 add of $2,299.34
Change Order #4 VOE – Deduct for change of power outlets in Exercise room- ($325.00)
Change Order #5 VOE – Change of SCBA panel location - $955.00
Change Order #6 VOE – Add'l electric for TECC Card Readers and cameras - $5,983.00

Change Order #7 VOE – Lighting and flooring changes in training to replace products not available $8,221.00
Total of all change orders to date: $31,537.00

Remainder of contingency item: $511,815.75

Budget Impacts: $17,810.36- DPW Expansion- Capital Borrowing and $31, 537.00 Fire Station 70 Capital Borrowing.

Attachments:

Change Order No. 16 and 17- DPW Expansion
Change Order 1-6 VOE

Docusign Envelope ID: 447E0CE3-3275-442C-97AB-6C54235F2790

Wendel
204 E. Grand Avenue Suite 200
Eau Claire, Wisconsin 54701
Phone: (715) 832-4848

Project: 634501 - (V) of Harrison Fire Station 70
W5662 Manitowoc Road
Harrison, Wisconsin 54952

Subcontract Change Order #001: CE #007 - WE Energy- Temporary Power Invoices thru October 2025

CONTRACT COMPANY:	**VOE Power & Systems**	**CONTRACT FOR:**	SC-634501-004:E04 - VOE Power & Systems
DATE CREATED:	11/ 07 /2025	**CREATED BY:**	Kaitlyn Handrich **(Wendel (Williamsville Office))**
CONTRACT STATUS:	Approved	**REVISION:**	0
REQUEST RECEIVED FROM:	Pete Vogels	**LOCATION**	
DESIGNATED REVIEWER:	Michael Galley **(Wendel (Williamsville Office))**	**REVIEWED BY:**	
DUE DATE:		**REVIEW DATE:**	11/07 /2025
REFERENCE:		**CHANGE REASON:**	Latent Conditions
SCHEDULE IMPACT:		**TOTAL AMOUNT:**	$ 1,079.62

DESCRIPTION:
CE #007 - WE Energy- Temporary Power Invoices
Temporary Power Invoices thru October 2025

ATTACHMENTS:
25007_WE ENERGIES_INVOICES.pdf 25007_WE Energies_OCT USAGE.pdf

CHANGE ORDER LINE ITEMS:

CCO #001

#	Cost Code	Description	Type	Amount
1		WE Energy- Temporary Power Invoices		$ 1,079.62
			Subtotal:	$1,079.62
			Grand Total:	**$1,079.62**

The original (Contract Sum)	$ 894,129.00
Net change by previously authorized Change Orders	$ 0.00
The contract sum prior to this Change Order was	$ 894,129.00
The contract sum will be increased by this Change Order in the amount of	$ 1,079.62
The new contract sum including this Change Order will be	$ 895,208.62
The contract time will not be changed by this Change Order	

This Change Order constitutes full and final compensation for the work described in this Change Order. The contract time will not be changed by this Change Order.

This document is utilized in lieu of AIA Document G701-2001.

Michael Galley (Wendel (Williamsville Office))	**Village of Harrison, WI**	**VOE Power & Systems**
Centerpointe Corporate Park375 Essjay RoadSuite 200	W5298 State Road 114	
Williamsville New York 14221	Menasha Wisconsin 54952	
DocuSigned by: Michael Galley 12/9/2025		DocuSigned by: Rob Van Offeren 12/9/2025
SIGNATURE DATE	**SIGNATURE** DATE	**SIGNATURE** DATE

Docusign Envelope ID: 447E0CE3-3275-442C-97AB-6C54235F2790

We Energies
800 S. Lynndale Dr.
Appleton, WI 54914
Phone 800-972-8856
www.we-energies.com

08/25/2025

VOE POWER & SYSTEMS LLC
301 N KENSINGTON DR
APPLETON WI
54915

Subject: Invoice for temporary electric service at W5662 MANTIOWOC RD., MENASHA WI 54952.

Dear VOE POWER & SYSTEMS LLC*:*

Thank you for applying for temporary electric service at the address listed above. Your next steps are:

1. Verify that the following information is accurate:
   Class: UNDERGROUND
   Size: 320A
   Voltage: 120/240V

2. Review cost details:
   - The cost for your temporary electric service installation is: $615.07 including $32.07 in taxes. This amount is valid for 90 days from the date of this letter.
   - Additional charges will apply if installation is needed from Dec. 1 through March 31.
   - Additional charges may apply if unusual or unforeseen conditions are encountered during your service installation, or if installation exceeds our standard service length.
   - The excavated area will be backfilled with existing soil at no cost to you. Surface restoration in the public right-of-way will be completed according to municipal guidelines.
   - If another quote is requested within 12 months, there may be a charge for preparing the new quote.
   - The temporary service can remain at this premise for a period of 12 months or less from the date of connection. Any alteration or misuse of the temporary service outlet will be grounds for removal.

3. Remit payment, if applicable, using one of the following options. Reference the work request number shown below on your check or when paying via phone or online.
   - Personal check.
   - Online at www.we-energies.com/payconstructionbill.
   - Phone at 855-570-0998.

4. Sign and return the following in the enclosed envelope:
   - The drawing included with this letter
   - A copy of this letter
   - Payment if using personal check

5. Send or fax the Electric Ready for Service Form when the site is ready, if applicable.
   - The construction site is ready for your installation when all requirements on the Ready for Service form are met.

Docusign Envelope ID: 447E0CE3-3275-442C-97AB-6C54235F2790

If you have questions, please call me. I look forward to working with you to make your project a success.

Sincerely,

JOHANNA SPENCER
RESIDENTIAL ENERGY SERVICE CONSULTANT
920-450-3856
JOHANNA.SPENCER@WE-ENERGIES.COM

Work Request #: 5134861

Accepted By: _____
Rob Van Offeren

Title: Owner Date: 08/27/2025

Docusign Envelope ID: 447E0CE3-3275-442C-97AB-6C54235F2790

Payment Receipt

Your payment has been accepted

Confirmation #	**2040624731**
Payment Type	**Work Request**
Account #	**5134861**
Status	**ACCEPTED**
Payment Date	**Sep 8, 2025 – 12:46:13 PM**
Payment Method	**Checking Account **2287**
Payment Amount	**$615.07**
Service Fee	**$11.80**
Total Amount Charged	**$626.87**

Customer Service 800-714-7777
24-Hour Electric Emergen [illegible]

Bill Date	Account Number	Next Meter Read Date	Amount Due	Payment Due Date
10/08/2025	0716496074-00004	10/28/2025	$44.80	10/30/2025

Customer Name VOE POWER & SYSTEMS LLC
Service Address TEMP ELEC TEMP ELEC
W5662 MANITOWOC RD
MENASHA WI 54952-9731

Activity Since Last Bill

Balance	$0.00
Total Current Charges	$44.80
Total Current Balance	$44.80

Electric Service

General Secondary Cg1

Meter NZT1207882

Actual Reading 09/29/2025	274	
Start Reading 09/17/2025	-0	
Total Electric Use	274 KWH	

Energy Charges/Credits		
Customer Charge	11 Days at $0.49315	$5.42
Energy Charge	274 KWH at $0.16659	$45.65
Fuel Cost Adjustment - Prior Year	274 KWH at -$0.03620	-$9.92
Other Service Charges/Credits		
Environmental Control Charge	274 KWH at $0.00050	$0.14
State Low Income Assistance Fee	3% of $41.29	$1.24
Taxes		
WI State Tax	5% of $41.29	$2.06
WI County Sales Tax Calumet	0.5% of $41.29	$0.21
	Subtotal:	**$44.80**
	Electric Service Total:	**$44.80**

Messages

If any portion of your energy use is for residential or small farm purposes, and is not subject to Wisconsin sales tax, please let us know.

View your bill online anytime in My Account. Visit our website to sign up.

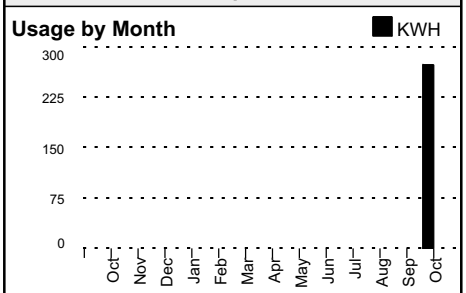
Thank you for your Automatic Payment application. Your payment will be automatically deducted from your account beginning with the first bill that shows "Payment Transfer Date."

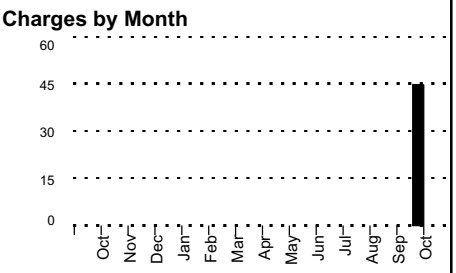
Account Summary

Bill Period: 09/17/2025 to 09/28/2025

	Oct 2025
Billing Days	11
Avg Temp	72°F
Heating Deg Days	8
Cooling Deg Days	24
KWH Used	274
Avg KWH / Day	24.9

Graphs





Please return this stub with your payment.

ACCOUNT NUMBER: 0716496074-00004

Amount Due By 10/30/2025 $44.80

Please write your account number on your check

Amount Enclosed

VOE POWER & SYSTEMS LLC
TEMP ELEC
W5662 MANITOWOC RD
MENASHA WI 54952-9731

We Energies
PO Box 1125
Glenview IL 60025-8125

0300716496074000042 00000044[illegible]

Customer Service 800-714-7777
24-Hour Electric Emergen [illegible]

Bill Date	Account Number	Next Meter Read Date	Amount Due	Payment Transfer Date
11/04/2025	0716496074-00004	12/01/2025	$419.75	12/01/2025

Customer Name VOE POWER & SYSTEMS LLC
Service Address TEMP ELEC TEMP ELEC
W5662 MANITOWOC RD
MENASHA WI 54952-9731

Activity Since Last Bill

10/08/2025	Previous Balance	$44.80
10/30/2025	Payment	-$44.80
	Balance	$0.00
	Total Current Charges	$419.75
	Total Current Balance	$419.75

Electric Service

General Secondary Cg1

Meter NZT1207882

Actual Reading 10/28/2025	2543
Actual Reading 09/29/2025	-274
Total Electric Use	2269 KWH

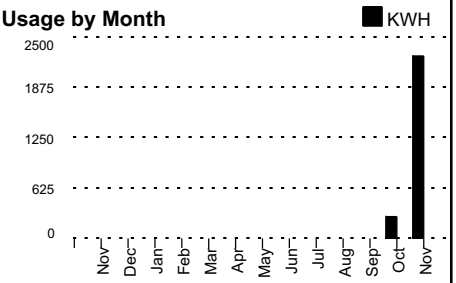
Energy Charges/Credits		
Customer Charge	29 Days at $0.49315	$14.30
Energy Charge	2,269 KWH at $0.16659	$377.99
Fuel Cost Adjustment - Prior Year	2,269 KWH at -$0.03620 (2/29 Days)	-$5.66
Other Service Charges/Credits		
Environmental Control Charge	2,269 KWH at $0.00050	$1.13
State Low Income Assistance Fee		$10.66
Taxes		
WI State Tax	5% of $387.76	$19.39
WI County Sales Tax Calumet	0.5% of $387.76	$1.94
	Subtotal:	**$419.75**
	Electric Service Total:	**$419.75**

Account Summary
Bill Period: 09/29/2025 to 10/27/2025

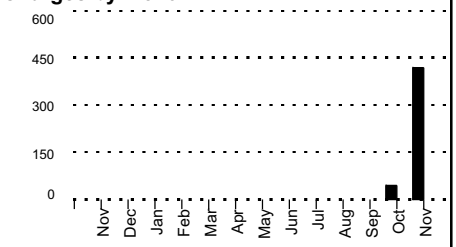
	Nov 2025	Oct 2025
Billing Days	29	11
Avg Temp	56°F	72°F
Heating Deg Days	273	8
Cooling Deg Days	25	24
KWH Used	2269	274
Avg KWH / Day	78.2	24.9

Graphs

Usage by Month KWH



Charges by Month



Messages

If any portion of your energy use is for residential or small farm purposes, and is not subject to Wisconsin sales tax, please let us know.

View your bill online anytime in My Account. Visit our website to sign up.

Struggling to pay your bill? There are several energy assistance programs available to eligible customers. To learn if you qualify, visit our website or call.

Thank you! We appreciate your prompt payments during the year.

Even out your energy bills! Enroll in Budget Billing by paying exactly $112.00 , rather than the amount due shown. This will then be your monthly Budget amount. Every six months, your account will be reviewed and your payment may be adjusted to better reflect your actual use.

Please return this stub with your payment.

ACCOUNT NUMBER: 0716496074-00004

Amount Due of $419.75 will be withdrawn from your bank account on 12/01/2025

Thank You!

VOE POWER & SYSTEMS LLC
TEMP ELEC
W5662 MANITOWOC RD
MENASHA WI 54952-9731

We Energies
PO Box 1125
Glenview IL 60025-8125

030071649607400004 2 400004197

Docusign Envelope ID: A390493E-E036-41D4-B2C1-3D7417798B6C

Wendel
204 E. Grand Avenue Suite 200
Eau Claire, Wisconsin 54701
Phone: (715) 832-4848

Project: 634501 - (V) of Harrison Fire Station 70
W5662 Manitowoc Road
Harrison, Wisconsin 54952

Subcontract Change Order #002: CE #013 - WE Energy- November 2025

CONTRACT COMPANY:	**VOE Power & Systems**	**CONTRACT FOR:**	SC-634501-004:E04 - VOE Power & Systems
DATE CREATED:	12/ 16 /2025	**CREATED BY:**	Kaitlyn Handrich **(Wendel (Williamsville Office))**
CONTRACT STATUS:	Approved	**REVISION:**	0
REQUEST RECEIVED FROM:	Tiffany Fenlon	**LOCATION**	
DESIGNATED REVIEWER:	Michael Galley **(Wendel (Williamsville Office))**	**REVIEWED BY:**	
DUE DATE:		**REVIEW DATE:**	01/07 /2026
REFERENCE:		**CHANGE REASON:**	Latent Conditions
SCHEDULE IMPACT:		**TOTAL AMOUNT:**	$ 1,124.99

DESCRIPTION:
CE #013 - WE Energy- November 2025
November 2025 Invoice for WE Energy

ATTACHMENTS:
25007_WE Energies_NOV USAGE.pdf

CHANGE ORDER LINE ITEMS:

CCO #002

#	Cost Code	Description	Type	Amount
1		WE Energy- November 2025		$ 1,124.99
			Subtotal:	$1,124.99
			Grand Total:	**$1,124.99**

The original (Contract Sum)	$ 894,129.00
Net change by previously authorized Change Orders	$ 1,079.62
The contract sum prior to this Change Order was	$ 895,208.62
The contract sum will be increased by this Change Order in the amount of	$ 1,124.99
The new contract sum including this Change Order will be	$ 896,333.61
The contract time will not be changed by this Change Order	

This Change Order constitutes full and final compensation for the work described in this Change Order. The contract time will not be changed by this Change Order.

This document is utilized in lieu of AIA Document G701-2001.

Michael Galley (Wendel (Williamsville Office))	**Village of Harrison, WI**	**VOE Power & Systems**
Centerpointe Corporate Park375 Essjay RoadSuite 200	W5298 State Road 114	
Williamsville New York 14221	Menasha Wisconsin 54952	
DocuSigned by: Michael Galley 1/8/2026		DocuSigned by: Rob Van Offeren 1/8/2026
SIGNATURE DATE	**SIGNATURE** DATE	**SIGNATURE** DATE

Customer Service 800-714-7777
24-Hour Electric Emergen [illegible]

Bill Date	Account Number	Next Meter Read Date	Amount Due	Payment Transfer Date
12/01/2025	0716496074-00004	12/31/2025	$1,124.99	12/23/2025

Customer Name VOE POWER & SYSTEMS LLC
Service Address TEMP ELEC TEMP ELEC
W5662 MANITOWOC RD
MENASHA WI 54952-9731

Activity Since Last Bill

11/04/2025	Previous Balance	$419.75
12/01/2025	Payment	-$419.75
	Balance	$0.00
	Total Current Charges	$1,124.99
	Total Current Balance	$1,124.99

Electric Service

General Secondary Cg1

Meter NZT1207882

Actual Reading 12/01/2025	8764
Actual Reading 10/28/2025	-2543
Total Electric Use	6221 KWH

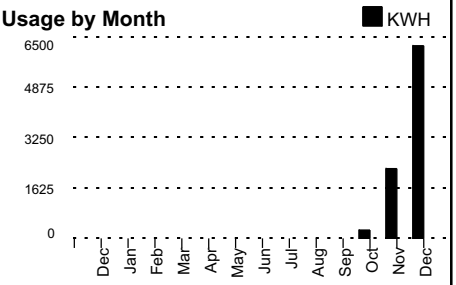
Energy Charges/Credits		
Customer Charge	34 Days at $0.49315	$16.77
Energy Charge	6,221 KWH at $0.16659	$1,036.36
Other Service Charges/Credits		
Environmental Control Charge	6,221 KWH at $0.00050	$3.11
State Low Income Assistance Fee		$10.66
Taxes		
WI State Tax	5% of $1056.24	$52.81
WI County Sales Tax Calumet	0.5% of $1056.24	$5.28
	Subtotal:	**$1,124.99**
	Electric Service Total:	**$1,124.99**

Account Summary
Bill Period: 10/28/2025 to 11/30/2025

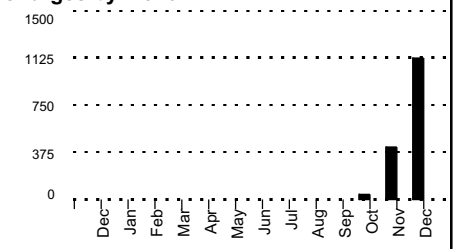
	Dec 2025	Nov 2025
Billing Days	34	29
Avg Temp	39°F	56°F
Heating Deg Days	876	273
Cooling Deg Days	0	25
KWH Used	6221	2269
Avg KWH / Day	183	78.2

Graphs

Usage by Month



Charges by Month



Messages

If any portion of your energy use is for residential or small farm purposes, and is not subject to Wisconsin sales tax, please let us know.

View your bill online anytime in My Account. Visit our website to sign up.

Your bill includes an Environmental Control Charge (ECC) to cover the purchase of bonds used to lower Pleasant Prairie Power Plant retirement costs. The ECC rate changed effective December 1, 2025. Please see your bill for details.

Even out your energy bills! Enroll in Budget Billing by paying exactly $340.00, rather than the amount due shown. This will then be your monthly Budget amount. Every six months, your account will be reviewed and your payment may be adjusted to better reflect your actual use.

Please return this stub with your payment.

ACCOUNT NUMBER: 0716496074-00004

Amount Due of $1,124.99 will be withdrawn from your bank account on 12/23/2025

Thank You!

VOE POWER & SYSTEMS LLC
TEMP ELEC
W5662 MANITOWOC RD
MENASHA WI 54952-9731

We Energies
PO Box 1125
Glenview IL 60025-8125

0300716496074000042 900011249

Docusign Envelope ID: 2DA68579-82C5-4DA0-BDB5-F7A2E2AA67CE

Wendel
204 E. Grand Avenue Suite 200
Eau Claire, Wisconsin 54701
Phone: (715) 832-4848

Project: 634501 - (V) of Harrison Fire Station 70
W5662 Manitowoc Road
Harrison, Wisconsin 54952

Subcontract Change Order #003: CE #018 - WE Energies- December 2025 Invoice

CONTRACT COMPANY:	**VOE Power & Systems**	**CONTRACT FOR:**	SC-634501-004:E04 - VOE Power & Systems
DATE CREATED:	1/ 09 /2026	**CREATED BY:**	Kaitlyn Handrich **(Wendel (Williamsville Office))**
CONTRACT STATUS:	Approved	**REVISION:**	0
REQUEST RECEIVED FROM:	Tiffany Fenlon	**LOCATION**	
DESIGNATED REVIEWER:	Michael Galley **(Wendel (Williamsville Office))**	**REVIEWED BY:**	
DUE DATE:		**REVIEW DATE:**	01/09 /2026
REFERENCE:		**CHANGE REASON:**	Latent Conditions
SCHEDULE IMPACT:		**TOTAL AMOUNT:**	$ 2,299.34

DESCRIPTION:
CE #018 - WE Energies- December 2025 Invoice

ATTACHMENTS:
25007_WE Energies_DECEMBER.pdf

CHANGE ORDER LINE ITEMS:

CCO #003

#	Cost Code	Description	Type	Amount
1		WE Energies- December 2025 Invoice		$ 2,299.34
			Subtotal:	$2,299.34
			Grand Total:	**$2,299.34**

The original (Contract Sum)	$ 894,129.00
Net change by previously authorized Change Orders	$ 2,204.61
The contract sum prior to this Change Order was	$ 896,333.61
The contract sum will be increased by this Change Order in the amount of	$ 2,299.34
The new contract sum including this Change Order will be	$ 898,632.95
The contract time will not be changed by this Change Order	

This Change Order constitutes full and final compensation for the work described in this Change Order. The contract time will not be changed by this Change Order.

This document is utilized in lieu of AIA Document G701-2001.

Michael Galley (Wendel (Williamsville Office))	**Village of Harrison, WI**	**VOE Power & Systems**
Centerpointe Corporate Park375 Essjay RoadSuite 200	W5298 State Road 114	
Williamsville New York 14221	Menasha Wisconsin 54952	
DocuSigned by: Michael Galley 1/12/2026		DocuSigned by: Rob Van Offeren 1/12/2026
5739FB6E9ED431...		04272AA3C4FA413...
SIGNATURE **DATE**	**SIGNATURE** **DATE**	**SIGNATURE** **D**

Customer Service 800-714-7777
24-Hour Electric Emergen [illegible]

Bill Date	Account Number	Next Meter Read Date	Amount Due	Payment Transfer Date
12/31/2025	0716496074-00004	01/30/2026	$2,299.34	01/23/2026

Customer Name VOE POWER & SYSTEMS LLC
Service Address TEMP ELEC TEMP ELEC
W5662 MANITOWOC RD
MENASHA WI 54952-9731

Activity Since Last Bill

12/01/2025	Previous Balance	$1,124.99
12/23/2025	Payment	-$1,124.99
	Balance	$0.00
	Total Current Charges	$2,299.34
	Total Current Balance	$2,299.34

Electric Service

General Secondary Cg1

Meter NZT1207882

Actual Reading 12/31/2025	21661
Actual Reading 12/01/2025	-8764
Total Electric Use	12897 KWH

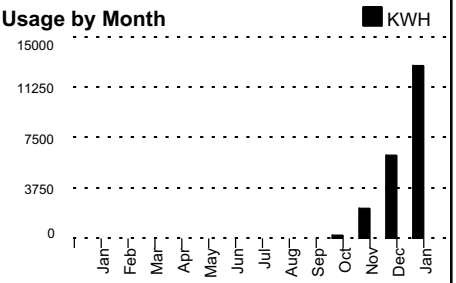
Energy Charges/Credits		
Customer Charge	30 Days at $0.49315	$14.79
Energy Charge	12,897 KWH at $0.16659	$2,148.51
Other Service Charges/Credits		
Environmental Control Charge	12,897 KWH at $0.00047	$6.06
State Low Income Assistance Fee		$10.66
Taxes		
WI State Tax	5% of $2169.36	$108.47
WI County Sales Tax Calumet	0.5% of $2169.36	$10.85
	Subtotal:	**$2,299.34**
	Electric Service Total:	**$2,299.34**

Account Summary
Bill Period: 12/01/2025 to 12/30/2025

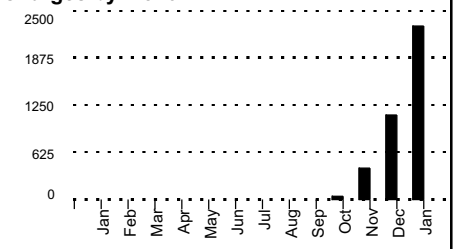
	Jan 2026	Dec 2026
Billing Days	30	34
Avg Temp	21°F	39°F
Heating Deg Days	1324	876
Cooling Deg Days	0	0
KWH Used	12897	6221
Avg KWH / Day	429.9	183

Graphs

Usage by Month



Charges by Month



Messages

If any portion of your energy use is for residential or small farm purposes, and is not subject to Wisconsin sales tax, please let us know.

View your bill online anytime in My Account. Visit our website to sign up.

Even out your energy bills! Enroll in Budget Billing by paying exactly $636.00, rather than the amount due shown. This will then be your monthly Budget amount. Every six months, your account will be reviewed and your payment may be adjusted to better reflect your actual use.

Please return this stub with your payment.

ACCOUNT NUMBER: 0716496074-00004

Amount Due of $2,299.34 will be withdrawn from your bank account on 01/23/2026

Thank You!

VOE POWER & SYSTEMS LLC
TEMP ELEC
W5662 MANITOWOC RD
MENASHA WI 54952-9731

We Energies
PO Box 1125
Glenview IL 60025-8125

030071649607400004 2 500022993

McMAHON
ENGINEERS ARCHITECTS

January 7, 2026

Village of Harrison
Attn: Chad Pelishek
W5298 State Road 114
Harrison, WI 54952

Email: cpelishek@harrison-wi.org

Re: Village of Harrison
Garage & New Addition & Remodel
Change Order #16 EXECUTED
McM. No. H0006-06-24-00138

Enclosed herewith is EXECUTED Change Order #16 for the above referenced project. This change is an increase to the Contract in the amount of $4,411.40. The current contract price is now $1,806,820.36.

Should you have any questions, please contact our office at your convenience.

Respectfully,
McMahon Associates, Inc.

Richard M. Lewandowski
Construction Project Manager

RML:lam

Enclosure: Change Order #16 EXECUTED

CC: Brandon Yaeger – byaeger@baylandbuildings.com
Mitch Beilfuss – mbeilfuss@baylandbuildings.com

AIA® Document G701® – 2017

Change Order

PROJECT: *(Name and address)* Village of Harrison New Addition & Renovation W5298 State Road 114 Harrison, WI 54952	**CONTRACT INFORMATION:** Contract For: General Construction Date: April 29, 2025	**CHANGE ORDER INFORMATION:** Change Order Number: 016 Date: January 6, 2026
OWNER: *(Name and address)* Village of Harrison W5298 State Road 114 Harrison, WI 54952	**ARCHITECT:** *(Name and address)* McMahon Associates, Inc. 1445 McMahon Drive Neenah, WI 54956	**CONTRACTOR:** *(Name and address)* Bayland Buildings, Inc PO Box 13571 Green Bay, WI 54307

THE CONTRACT IS CHANGED AS FOLLOWS:
(Insert a detailed description of the change and, if applicable, attach or reference specific exhibits. Also include agreed upon adjustments attributable to executed Construction Change Directives.)

Disconnect old meter and hook up relocated gas meter per discussions between Harrison and WE Energies:

50' of 2" schedule 40 gas pipe
leak check
state plans and design fee excluded
patch drywall from urinal change (communicated by Bayland to be completed at no added cost)

ADD: $4,411.40

The original Contract Sum was	$	1,790,745.00
The net change by previously authorized Change Orders	$	11,663.96
The Contract Sum prior to this Change Order was	$	1,802,408.96
The Contract Sum will be increased by this Change Order in the amount of	$	4,411.40
The new Contract Sum including this Change Order will be	$	1,806,820.36

The Contract Time will be increased by Zero (0) days.
The new date of Substantial Completion will be

NOTE: This Change Order does not include adjustments to the Contract Sum or Guaranteed Maximum Price, or the Contract Time, that have been authorized by Construction Change Directive until the cost and time have been agreed upon by both the Owner and Contractor, in which case a Change Order is executed to supersede the Construction Change Directive.

NOT VALID UNTIL SIGNED BY THE ARCHITECT, CONTRACTOR AND OWNER.

McMahon Associates, Inc. **ARCHITECT** *(Firm name)*	Bayland Buildings, Inc. **CONTRACTOR** *(Firm name)*	Village of Harrison **OWNER** *(Firm name)*
SIGNATURE	**SIGNATURE** Brandon Yaeger Digitally signed by Brandon Yaeger DN: C=US, E=byaeger@baylandbuildings.com, O=Bayland Buildings, CN=Brandon Yaeger Date: 2026.01.07 10:06:24-06'00'	**SIGNATURE**
Richard M. Lewandowski, Construction Project Manager **PRINTED NAME AND TITLE**	**PRINTED NAME AND TITLE**	Chad Pelishek, Village Mgr **PRINTED NAME AND TITLE**
January 7, 2026 **DATE**	**DATE**	1/6/26 **DATE**

AIA Document G701 – 2017. Copyright © 1979, 1987, 2000 , 2001 and 2017. All rights reserved. "The American Institute of Architects," "American Institute of Architects," "AIA," the AIA Logo, and "AIA Contract Documents" are trademarks of The American Institute of Architects. This document was produced at 15:43:26 ET on 01/06/2026 under Order No.3104239772 which expires on 12/31/2026, is not for resale, is licensed for one-time use only, and may only be used in accordance with the AIA Contract Documents® Terms of Service. To report copyright violations, e-mail docinfo@aiacontracts.com.
User Notes: (3B9ADA48)

BAYLAND BUILDINGS, INC.
Think Smart. Build Smart. | ESOP Company

Phone: 920.498.9300 | **Fax:** 920.498.3033
Corporate: P.O. Box 13571 | Green Bay, WI 54307
Central, WI: P.O. Box 872 | Wausau, WI 54402
Southeast, WI: P.O. Box 510435 | Milwaukee, WI 53203

CHANGE ORDER

PROJECT: **Village of Harrison**

CHANGE ORDER NO.: **18**-A
DATE: **12/22/25**

TO OWNER: **Village of Harrison**

BAYLAND PROJ. NO.: 25-6094

CONTRACT FOR:

THE CONTRACT IS CHANGED AS FOLLOWS:

-Disconnect old meter and hook up relocated gas meter per discussions between Harrison and WE Energies.
$4,411.40
50' of 2" schedule 40 gas pipe
Leak check
State plans and design fees excluded
-Cost to switch out re circulation pump per revised McMahon model. $1,612.30
-Cost to patch drywall from urinal change TBD.

The original Contract Sum was	$ 1,790,745.00
The net change by previously authorized Change Orders	$ 11,663.96
The Contract Sum prior to this Change Order was	$ 1,802,408.96
The Contract Sum will be changed by this Change Order in the amount of	$ ~~6,023.70~~ $4,411.40
The new Contract Sum including this Change Order will be	$ ~~1,808,432.66~~ $1,806,820.36

Not valid until signed by the Contractor and Owner

Proj. Manager

Chad Pelishek
Owner

Date

1/6/26
Date

Bayland Buildings, Inc.

3323 Bay Ridge Court
Oneida, WI 54155
920.498.9300 | f: 920.498.3033
www.baylandbuildings.com

McMAHON
ENGINEERS ARCHITECTS

January 7, 2026

Village of Harrison
Attn: Chad Pelishek
W5298 State Road 114
Harrison, WI 54952

Email: cpelishek@harrison-wi.org

Re: Village of Harrison
Garage & New Addition & Remodel
Change Order #17 EXECUTED
McM. No. H0006-06-24-00138

Enclosed herewith is EXECUTED Change Order #17 for the above referenced project. This change is an increase to the Contract in the amount of $1,035.00. The current contract price is now $1,807,855.36.

Should you have any questions, please contact our office at your convenience.

Respectfully,
McMahon Associates, Inc.

Richard M. Lewandowski
Construction Project Manager

RML:lam

Enclosure: Change Order #17 EXECTUED

CC: Brandon Yaeger – byaeger@baylandbuildings.com
Mitch Beilfuss – mbeilfuss@baylandbuildings.com

AIA® Document G701® – 2017

Change Order

PROJECT: *(Name and address)*	CONTRACT INFORMATION:	CHANGE ORDER INFORMATION:
Village of Harrison New Addition & Renovation W5298 State Road 114 Harrison, WI 54952	Contract For: General Construction Date: April 29, 2025	Change Order Number: 017 Date: January 6, 2026
OWNER: *(Name and address)* Village of Harrison W5298 State Road 114 Harrison, WI 54952	**ARCHITECT:** *(Name and address)* McMahon Associates, Inc. 1445 McMahon Drive Neenah, WI 54956	**CONTRACTOR:** *(Name and address)* Bayland Buildings, Inc PO Box 13571 Green Bay, WI 54307

THE CONTRACT IS CHANGED AS FOLLOWS:
(Insert a detailed description of the change and, if applicable, attach or reference specific exhibits. Also include agreed upon adjustments attributable to executed Construction Change Directives.)

Change interior ductwork from 30" spiral to 14" to 16" deep rectangular/square to gain additional needed overhead clearance. The change should gain around 15" of headroom for trucks.

ADD: $1,035.00

The original Contract Sum was	$	1,790,745.00
The net change by previously authorized Change Orders	$	16,075.36
The Contract Sum prior to this Change Order was	$	1,806,820.36
The Contract Sum will be increased by this Change Order in the amount of	$	1,035.00
The new Contract Sum including this Change Order will be	$	1,807,855.36

The Contract Time will be increased by Zero (0) days.
The new date of Substantial Completion will be

NOTE: This Change Order does not include adjustments to the Contract Sum or Guaranteed Maximum Price, or the Contract Time, that have been authorized by Construction Change Directive until the cost and time have been agreed upon by both the Owner and Contractor, in which case a Change Order is executed to supersede the Construction Change Directive.

NOT VALID UNTIL SIGNED BY THE ARCHITECT, CONTRACTOR AND OWNER.

McMahon Associates, Inc.	Bayland Buildings, Inc.	Village of Harrison
ARCHITECT *(Firm name)*	**CONTRACTOR** *(Firm name)*	**OWNER** *(Firm name)*
SIGNATURE	**SIGNATURE** Brandon Yaeger Digitally signed by Brandon Yaeger DN: C=US, E=byaeger@baylandbuildings.com, O=Bayland Buildings, CN=Brandon Yaeger Date: 2026.01.07 10:09:30-06'00'	**SIGNATURE** Chad Pelishek
Richard M. Lewandowski, Construction Project Manager **PRINTED NAME AND TITLE**	**PRINTED NAME AND TITLE**	Chad Pelishek Village Mgr **PRINTED NAME AND TITLE**
January 7, 2026 **DATE**	**DATE**	1/6/26 **DATE**

AIA Document G701 – 2017. Copyright © 1979, 1987, 2000 , 2001 and 2017. All rights reserved. "The American Institute of Architects," "American Institute of Architects," "AIA," the AIA Logo, and "AIA Contract Documents" are trademarks of The American Institute of Architects. This document was produced at 14:34:27 ET on 01/06/2026 under Order No.3104239772 which expires on 12/31/2026, is not for resale, is licensed for one-time use only, and may only be used in accordance with the AIA Contract Documents® Terms of Service. To report copyright violations, e-mail docinfo@aiacontracts.com.
User Notes: (3B9ADA48)

BAYLAND BUILDINGS, INC.
Think Smart. Build Smart. | ESOP Company

Phone: 920.498.9300 | Fax: 920.498.3033
Corporate: P.O. Box 13571 | Green Bay, WI 54307
Central, WI: P.O. Box 872 | Wausau, WI 54402
Southeast, WI: P.O. Box 510435 | Milwaukee, WI 53203

CHANGE ORDER

PROJECT: Village of Harrison

CHANGE ORDER NO.: 19
DATE: 1/5/26

TO OWNER: Village of Harrison

BAYLAND PROJ. NO.: 25-6094

CONTRACT FOR:

THE CONTRACT IS CHANGED AS FOLLOWS:

-Change interior ductwork from 30" spiral to 14" to 16" deep rectangular/square to gain additional needed overhead clearance. The change should gain around 15" of headroom for trucks.

The original Contract Sum was	$ 1,790,745.00
The net change by previously authorized Change Orders	$ 17,687.66
The Contract Sum prior to this Change Order was	$ 1,808,432.66
The Contract Sum will be changed by this Change Order in the amount of	$ 1,035.00
The new Contract Sum including this Change Order will be	$ 1,809,467.66

Not valid until signed by the Contractor and Owner

Proj. Manager	Owner
Date	1/6/26 *Date*

Bayland Buildings, Inc.

3323 Bay Ridge Court
Oneida, WI 54155
920.498.9300 | f: 920.498.3033
www.baylandbuildings.com

Docusign Envelope ID: 407F4BDE-B7CD-4536-8EE1-F249C9D42688

Wendel
204 E. Grand Avenue Suite 200
Eau Claire, Wisconsin 54701
Phone: (715) 832-4848

Project: 634501 - (V) of Harrison Fire Station 70
W5662 Manitowoc Road
Harrison, Wisconsin 54952

Subcontract Change Order #004: CE #008 - ASI#4 - Fitness Room Outlets

CONTRACT COMPANY:	**VOE Power & Systems**	**CONTRACT FOR:**	SC-634501-004:E04 - VOE Power & Systems
DATE CREATED:	1/ 16 /2026	**CREATED BY:**	Kaitlyn Handrich **(Wendel (Williamsville Office))**
CONTRACT STATUS:	Approved	**REVISION:**	0
REQUEST RECEIVED FROM:	Tiffany Fenlon	**LOCATION**	
DESIGNATED REVIEWER:	Michael Galley **(Wendel (Williamsville Office))**	**REVIEWED BY:**	
DUE DATE:		**REVIEW DATE:**	01/16 /2026
REFERENCE:		**CHANGE REASON:**	Latent Conditions
SCHEDULE IMPACT:		**TOTAL AMOUNT:**	($325.00)

DESCRIPTION:
CE #008 - ASI#4 - Fitness Room Outlets
Contractor to provide pricing for the changes listed in ASI 004- Fitness Room Outlets.

ATTACHMENTS:
25007_ASI004_COR07_1486.pdf ASI 004- Fitness Room Outlets- 251010.pdf

CHANGE ORDER LINE ITEMS:

CCO #004

#	Cost Code	Description	Type	Amount
1		ASI#4 - Fitness Room Outlets		($325.00)
			Subtotal:	($325.00)
			Grand Total:	**($325.00)**

The original (Contract Sum)	$ 894,129.00
Net change by previously authorized Change Orders	$ 4,503.95
The contract sum prior to this Change Order was	$ 898,632.95
The contract sum will be decreased by this Change Order in the amount of	($325.00)
The new contract sum including this Change Order will be	$ 898,307.95
The contract time will not be changed by this Change Order	

This Change Order constitutes full and final compensation for the work described in this Change Order. The contract time will not be changed by this Change Order.

This document is utilized in lieu of AIA Document G701-2001.

Michael Galley (Wendel (Williamsville Office))	**Village of Harrison, WI**	**VOE Power & Systems**
Centerpointe Corporate Park375 Essjay RoadSuite 200	W5298 State Road 114	
Williamsville New York 14221	Menasha Wisconsin 54952	
DocuSigned by: Michael Galley 1/21/2026 57309FB6F9ED431...		DocuSigned by: Rob Van Offeren 1/21/2026 94272AA3C4FA413...
SIGNATURE **DATE**	**SIGNATURE** **DATE**	**SIGNATURE** **D**

Docusign Envelope ID: 407F4BDE-B7CD-4536-8EE1-F249C9D42688

VOE Power & Systems LLC
301 N Kensington Drive
Appleton, WI 54915

(920) 428-4160

CHANGE ORDER REQUEST

CUSTOMER

Village of Harrison
W5298 State Rd 114
Harrison, WI 54952

Attn: Mike Galley

Date: 11/17/2025

Estimator:
Rob Van Offeren
(920) 428-4160
rob@voepower.com

Project Name: Harrison Fire Rescue Station 70

Wendel Project No.: 634501
Re: ASI 004 Pricing

Scope:

- Delete (6) floor boxes and relocate receptacles to wall
- Add (3) receptacles to North wall

Labor (2.52 @ $105/hr): ($264.60)
Material: ($60.48)

Total Credit: $325.00

Estimate Prepared By: Rob Van Offeren

This is a quotation on items listed above. Quoted prices are subject to change upon quantity change or other changes made by customer. Proposal is valid for 30 days.

Thank you for your consideration.

Docusign Envelope ID: 407F4BDE-B7CD-4536-8EE1-F249C9D42688

Harrison Fire Rescue Station 70

ASI004 Pricing

QTY	ITEM DESCRIPTION	Cost Each	Total	Hours
Add (3) receptacles to North wall				
3	Receptacle assemblies	$15.00	$45.00	1.50
65	Feet of MC cable	$0.90	$58.50	1.95
40	Feet of 3/4" EMT	$1.25	$50.00	2.20
138	Feet of #12 THHN	$0.22	$30.36	0.83
Omit (6) floor boxes				
6	Floor boxes	-$59.89	-$359.34	-9.00
1	Restocking Fee	$75.00	$75.00	
1	Freight	$40.00	$40.00	
		TOTAL	$ (60.48)	-2.52

Docusign Envelope ID: 407F4BDE-B7CD-4536-8EE1-F249C9D42688

VOE Power & Systems LLC
301 N Kensington Drive
Appleton, WI 54915

(920) 428-4160

CHANGE ORDER REQUEST #03

CUSTOMER
Village of Harrison W5298 State Rd 114 Harrison, WI 54952 Attn: Mike Galley

Date: 11/4/2025

Estimator:
Rob Van Offeren
(920) 428-4160
rob@voepower.com

Project Name: Harrison Fire Rescue Station 70
Wendel Project No.: 634501

Re: ASI #09 Pricing

Labor (1 @ $105/hr):	$105.00
Material - 3P 30A breaker for panel MD:	$746.21
OH & P (10%):	$85.12
Bond (2%):	$18.73
Total	**$955.00**

Estimate Prepared By: Rob Van Offeren

This is a quotation on items listed above. Quoted prices are subject to change upon quantity change or other changes made by customer. Proposal is valid for 30 days.

Thank you for your consideration.

Docusign Envelope ID: E586B540-1514-4866-9E8E-4E89C77785DA

Wendel
204 E. Grand Avenue Suite 200
Eau Claire, Wisconsin 54701
Phone: (715) 832-4848

Project: 634501 - (V) of Harrison Fire Station 70
W5662 Manitowoc Road
Harrison, Wisconsin 54952

Subcontract Change Order #005: CE #011 - ASI #009 SCBA Panel Location

CONTRACT COMPANY:	**VOE Power & Systems**	**CONTRACT FOR:**	SC-634501-004:E04 - VOE Power & Systems
DATE CREATED:	1/ 16 /2026	**CREATED BY:**	Niva Nicolette **(Wendel (Eau Claire))**
CONTRACT STATUS:	Approved	**REVISION:**	0
REQUEST RECEIVED FROM:	Tiffany Fenlon	**LOCATION**	
DESIGNATED REVIEWER:	Michael Galley **(Wendel (Williamsville Office))**	**REVIEWED BY:**	
DUE DATE:		**REVIEW DATE:**	01/16 /2026
REFERENCE:		**CHANGE REASON:**	Latent Conditions
SCHEDULE IMPACT:		**TOTAL AMOUNT:**	$ 955.00

DESCRIPTION:
CE #011 - ASI #009 SCBA Panel Location
Contractor to provide pricing for the changes listed in ASI #009 SCBA Panel Locations.

ATTACHMENTS:
25007_ASI09_COR03.1478.pdf ASI 009- SCBA Panel Location- 251030.pdf

CHANGE ORDER LINE ITEMS:

CCO #005

#	Cost Code	Description	Type	Amount
1		ASI #009 SCBA Panel Location		$ 955.00
			Subtotal:	$955.00
			Grand Total:	**$955.00**

The original (Contract Sum)	$ 894,129.00
Net change by previously authorized Change Orders	$ 4,178.95
The contract sum prior to this Change Order was	$ 898,307.95
The contract sum will be increased by this Change Order in the amount of	$ 955.00
The new contract sum including this Change Order will be	$ 899,262.95
The contract time will not be changed by this Change Order	

This Change Order constitutes full and final compensation for the work described in this Change Order. The contract time will not be changed by this Change Order.

This document is utilized in lieu of AIA Document G701-2001.

Michael Galley (Wendel (Williamsville Office))	**Village of Harrison, WI**	**VOE Power & Systems**
Centerpointe Corporate Park375 Essjay RoadSuite 200	W5298 State Road 114	
Williamsville New York 14221	Menasha Wisconsin 54952	
DocuSigned by: Michael Galley 1/21/2026		DocuSigned by: Rob Van Offeren 1/21/2026
SIGNATURE DATE	**SIGNATURE** DATE	**SIGNATURE** DATE

Docusign Envelope ID: E586B540-1514-4866-9E8E-4E89C77785DA

VOE Power & Systems LLC
301 N Kensington Drive
Appleton, WI 54915

(920) 428-4160

CHANGE ORDER REQUEST #03

CUSTOMER

Village of Harrison
W5298 State Rd 114
Harrison, WI 54952

Attn: Mike Galley

Date: 11/4/2025

Estimator:
Rob Van Offeren
(920) 428-4160
rob@voepower.com

Project Name: Harrison Fire Rescue Station 70
Wendel Project No.: 634501

Re: ASI #09 Pricing

Labor (1 @ $105/hr):	$105.00
Material - 3P 30A breaker for panel MD:	$746.21
OH & P (10%):	$85.12
Bond (2%):	$18.73
Total	**$955.00**

Estimate Prepared By: Rob Van Offeren

This is a quotation on items listed above. Quoted prices are subject to change upon quantity change or other changes made by customer. Proposal is valid for 30 days.

Thank you for your consideration.

Docusign Envelope ID: B865C7CE-C305-407B-9C5D-31FE900BAC9D

Wendel
204 E. Grand Avenue Suite 200
Eau Claire, Wisconsin 54701
Phone: (715) 832-4848

Project: 634501 - (V) of Harrison Fire Station 70
W5662 Manitowoc Road
Harrison, Wisconsin 54952

Subcontract Change Order #006: CE #012 - ASI 10.1- Card Reader & Door Hardware Combined

CONTRACT COMPANY:	**VOE Power & Systems**	**CONTRACT FOR:**	SC-634501-004:E04 - VOE Power & Systems
DATE CREATED:	1/ 21 /2026	**CREATED BY:**	Niva Nicolette **(Wendel (Eau Claire))**
CONTRACT STATUS:	Approved	**REVISION:**	0
REQUEST RECEIVED FROM:	Tiffany Fenlon	**LOCATION**	
DESIGNATED REVIEWER:	Michael Galley **(Wendel (Williamsville Office))**	**REVIEWED BY:**	
DUE DATE:		**REVIEW DATE:**	01/21 /2026
REFERENCE:		**CHANGE REASON:**	Latent Conditions
SCHEDULE IMPACT:		**TOTAL AMOUNT:**	$ 5,983.00

DESCRIPTION:
CE #012 - ASI 10.1- Card Reader & Door Hardware Combined
Contractors to provide pricing for the changes listed in ASI 10.1- Card Reader & Door Hardware Combined .

ATTACHMENTS:
VOE Proposed Pricing- ASI 10.1.pdf ASI- 10.1-Card_Readers-Door_Hardware_Revised-2025-11-06.pdf

CHANGE ORDER LINE ITEMS:

CCO #006

#	Cost Code	Description	Type	Amount
1		ASI 10.1- Card Reader & Door Hardware Combined		$ 5,983.00
			Subtotal:	$5,983.00
			Grand Total:	**$5,983.00**

The original (Contract Sum)	$ 894,129.00
Net change by previously authorized Change Orders	$ 5,133.95
The contract sum prior to this Change Order was	$ 899,262.95
The contract sum will be increased by this Change Order in the amount of	$ 5,983.00
The new contract sum including this Change Order will be	$ 905,245.95
The contract time will not be changed by this Change Order	

This Change Order constitutes full and final compensation for the work described in this Change Order. The contract time will not be changed by this Change Order.

This document is utilized in lieu of AIA Document G701-2001.

Michael Galley (Wendel (Williamsville Office))	**Village of Harrison, WI**	**VOE Power & Systems**
Centerpointe Corporate Park375 Essjay RoadSuite 200	W5298 State Road 114	
Williamsville New York 14221	Menasha Wisconsin 54952	
DocuSigned by: Michael Galley 1/21/2026		DocuSigned by: Rob Van Offeren 1/21/2026
SIGNATURE DATE	**SIGNATURE** DATE	**SIGNATURE** D

Docusign Envelope ID: B865C7CE-C305-407B-9C5D-31FE900BAC9D

VOE Power & Systems LLC
301 N Kensington Drive
Appleton, WI 54915

(920) 428-4160

CHANGE ORDER REQUEST

CUSTOMER

Village of Harrison
W5298 State Rd 114
Harrison, WI 54952

Attn: Mike Galley

Date: 11/10/2025

Estimator:
Rob Van Offeren
(920) 428-4160
rob@voepower.com

Project Name: Harrison Fire Rescue Station 70
Wendel Project No.: 634501

Re: ASI #10.1 Pricing

Labor (24 @ $105/hr): $2,520.00
Material
270' of 1" EMT: $540.00
6 camera rough-ins: $150.00
Miscellaneous: $46.00

OH & P (10%): $325.60

Subcontractor (Reliable): $2,175.00
OH & P (5%): $108.75

Bond (2%): $117.31

Total $5,983.00

Estimate Prepared By: Rob Van Offeren

This is a quotation on items listed above. Quoted prices are subject to change upon quantity change or other changes made by customer. Proposal is valid for 30 days.

Thank you for your consideration.

Docusign Envelope ID: B865C7CE-C305-407B-9C5D-31FE900BAC9D

RELIABLE CABLE STRUCTURED CABLING SPECIALISTS

November 4, 2025

Rob Van Offeren
VOE Power & Systems
Appleton, WI

Here is the quote for the ASI #8 and ASI#10 work at Harrison Fire Station:

- Provide and install (6) CAT6 for cameras per revised plan E201
- Provide and install (2) CAT6 for cameras (Kitchen/Apparatus Bay)
- Move location of (1) camera cable off Training room
- Cables will be terminated, labeled, and tested per standards
- Cameras and camera install by others
- Provide and install (1) composite cable for Kitchen door
- IT door already has a cable slated for it

Cost for the above scope of work: $2,175.00

Pricing does NOT include WI state sales tax

Proposal is valid for (30) days.

Pricing includes all labor, materials, and tools to complete the above scope.

Pricing does NOT include: Conduit, sleeves, surface raceway, basket tray, back boxes, grounding, A/C power, lifts, plywood, firestopping, UPS units, PDU units, tax or bonding fees

Let me know if you have any questions.

Thank you and have a Blessed day,

David Thiel RCDD TECH
Reliable Cable of WI, LLC
920-460-3534

Docusign Envelope ID: D14BE429-30D1-4C75-9A02-8AE06AD4F2B2

Wendel
204 E. Grand Avenue Suite 200
Eau Claire, Wisconsin 54701
Phone: (715) 832-4848

Project: 634501 - (V) of Harrison Fire Station 70
W5662 Manitowoc Road
Harrison, Wisconsin 54952

Subcontract Change Order #007: CE #014 - ASI 11- Lighting & Flooring Updates

CONTRACT COMPANY:	**VOE Power & Systems**	**CONTRACT FOR:**	SC-634501-004:E04 - VOE Power & Systems
DATE CREATED:	1/ 21 /2026	**CREATED BY:**	Niva Nicolette **(Wendel (Eau Claire))**
CONTRACT STATUS:	Approved	**REVISION:**	0
REQUEST RECEIVED FROM:	Tiffany Fenlon	**LOCATION**	
DESIGNATED REVIEWER:	Michael Galley **(Wendel (Williamsville Office))**	**REVIEWED BY:**	
DUE DATE:		**REVIEW DATE:**	01/21 /2026
REFERENCE:		**CHANGE REASON:**	Latent Conditions
SCHEDULE IMPACT:		**TOTAL AMOUNT:**	$ 8,221.00

DESCRIPTION:
CE #014 - ASI 11- Lighting & Flooring Updates
Contractor to provide pricing for the changes listed in ASI #11- Lighting & Flooring Updates.

ATTACHMENTS:
ASI 011- Lighting & Flooring Updates- 251209.pdf VOE Proposed Pricing- Lighting & Flooring Updates- ASI 11.pdf

CHANGE ORDER LINE ITEMS:

CCO #007

#	Cost Code	Description	Type	Amount
1		ASI 11- Lighting & Flooring Updates		$ 8,221.00
			Subtotal:	$8,221.00
			Grand Total:	**$8,221.00**

The original (Contract Sum)	$ 894,129.00
Net change by previously authorized Change Orders	$ 11,116.95
The contract sum prior to this Change Order was	$ 905,245.95
The contract sum will be increased by this Change Order in the amount of	$ 8,221.00
The new contract sum including this Change Order will be	$ 913,466.95
The contract time will not be changed by this Change Order	

This Change Order constitutes full and final compensation for the work described in this Change Order. The contract time will not be changed by this Change Order.

This document is utilized in lieu of AIA Document G701-2001.

Michael Galley (Wendel (Williamsville Office))	**Village of Harrison, WI**	**VOE Power & Systems**
Centerpointe Corporate Park375 Essjay RoadSuite 200	W5298 State Road 114	
Williamsville New York 14221	Menasha Wisconsin 54952	
DocuSigned by: Michael Galley 1/21/2026		DocuSigned by: Rob Van Offeren 1/21/2026
57309FB6F9ED431...		94272AA3C4FA413...
SIGNATURE DATE	**SIGNATURE DATE**	**SIGNATURE D**

Docusign Envelope ID: D14BE429-30D1-4C75-9A02-8AE06AD4F2B2

VOE Power & Systems LLC
301 N Kensington Drive
Appleton, WI 54915

(920) 428-4160

CHANGE ORDER REQUEST #06

CUSTOMER

Village of Harrison
W5298 State Rd 114
Harrison, WI 54952
Attn: Mike Galley

Date: 11/11/2025

Estimator:
Rob Van Offeren
(920) 428-4160
rob@voepower.com

Project Name: Harrison Fire Rescue Station 70
Wendel Project No.: 634501

Re: Wood Ceiling Lighting Fixtures

Scope: Replace approved lighting fixture type L8 with fixtures for wood ceiling installation

Material: $7,326.72
OH & P (10%): $732.67
Bond (2%): $161.19
Total $8,221.00

Estimate Prepared By: Rob Van Offeren

This is a quotation on items listed above. Quoted prices are subject to change upon quantity change or other changes made by customer. Proposal is valid for 30 days.

Thank you for your consideration.

Docusign Envelope ID: D14BE429-30D1-4C75-9A02-8AE06AD4F2B2

Customer Quote For: VOE POWER & SYSTEMS LLC

CED - APPLETON **Quote:** Q5001709 **Revision #:** 000

2741 N. ROEMER ROAD
APPLETON WI 54911
Tel: (920)730-9440 **Fax:** (920)730-8815

Contact Name: TROY SOLBERG
Email: troys@cedappleton.com

Quote Date: 09/25/25
Updated On: 09/25/25
Expires On: 10/25/25

Job Name: HARRISON FD L8
Attn:
Ship To: VOE POWER & SYSTEMS LLC
301 N. KENSINGTON DRIVE
BY 6:30AM!!!!!!
APPLETON, WI 54915
TEL: (920)428-4160

Customer PO #:
Customer PO Date:
FOB: SHIPPING POINT
Freight: PREPAID

LN	Product	Qty Avail	Lead Time	Qty	Price	Per *	Ext Price
01	**ACUIT LSIXS 8FT ALO4 SWW7** **Type/Desig** L8	0		-12	($225.99)	E	($2,711.88)
02	**AXIS SL5-1000-80-30-SO-8FT-W-UNV-DP-1-NA** **Type/Desig** L8-ALT	0		12	$836.55	E	$10,038.60
03	DIFFERNCE OF $7,326.72						

Merchandise: **$7,326.72**
Total: **$7,326.72**

PLEASE NOTE: THIS IS NOT AN OFFER TO CONTRACT, BUT MERELY A QUOTATION OF CURRENT PRICES FOR YOUR CONVENIENCE AND INFORMATION. ORDERS BASED ON THIS QUOTATION ARE SUBJECT TO YOUR ACCEPTANCE OF THE TERMS AND CONDITIONS LOCATED AT SALES.OUR-TERMS.COM, WHICH WE MAY CHANGE FROM TIME TO TIME WITHOUT PRIOR NOTICE. WE MAKE NO REPRESENTATION WITH RESPECT TO COMPLIANCE WITH JOB SPECIFICATIONS.

* Per E = Each, C = Hundred, M = Thousand

Terms and Conditions

Docusign Envelope ID: D14BE429-30D1-4C75-9A02-8AE06AD4F2B2

Slate 5

WOOD CEILINGS

Project _____

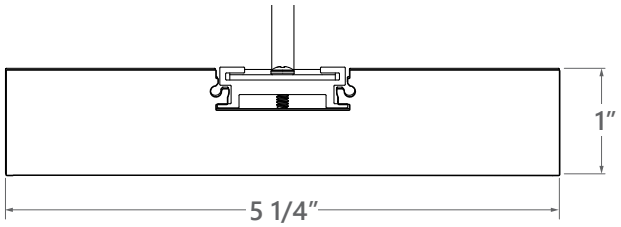
Type _____

Notes _____

PERFORMANCE PER LINEAR FOOT AT 3500K (4FT)

NOMINAL LUMEN OUTPUT	TOTAL LUMENS	INPUT WATTS	EFFICACY
550 lm/ft	2200 lm	15.8 W	139 lm/W
800 lm/ft	3200 lm	23.2 W	138 lm/W
1000 lm/ft	4000 lm	29.4 W	136 lm/W

*IES files available at axislighting.com



Ordering Guide

SL5				SO
PRODUCT ID	**NOM.LUMENS/FT**	**CRI**	**COLOR TEMP.**	**SHIELDING**
SL5 Slate 5 Wood Ceilings	**550** 550 lm/ft - Min. **1000** 1000 lm/ft - Max.	**80** 80 CRI **90** 90 CR	**27** 2700 K **30** 3000 K **35** 3500 K **40** 4000 K	**SO** spotless lens
Compatible with Armstrong WOODWORKS® ceiling systems. Evaluated by Axis.	Outputs between listed min and max are available. Consult factory for outputs outside of the listed range.			

LENGTH	FINISH				VOLTAGE	DRIVER
L specify exact fixture length* 8 FT	**W** white		**B2103** Wild Pine		**120** 120 V	**DP** dimming (0-10V) 1%
	AP aluminum paint		**B2601** Medium Teak		**277** 277 V	**LT** Lutron *
	BLK black		**B1406** French Cherry		**347** 347 V	**BI** bi-level dimming
	C custom		**B1102** Maple Cherry		**UNV** universal	**O(#)** other **
	B99244 Birch		**B1301** Medium Chestnut		**DC** low voltage*	**POE(#)** POE drivers*
	B2502 Fine Oak		**B1806** Dark Walnut			
	B1501 Douglas Fur		**B99097** Dark Rosewood			
* Available in lengths from min 2 feet to max 8 feet, 1 inch increments. Please specify exact length that fits best your ceiling type. Can be used to replace wood slats or be placed in between slats. See page 3 for Armstrong WOODWORKS® ceilings exact lengths.	See page 3 for available wood finishes.				* Only available with POE drivers.	* Operating up to -20°C; Specify system ** Please consult factory; see page 2

CIRCUITS	MOUNTING	BATTERY (OPTIONAL)	CUSTOM (OPTIONAL)
1 1 circuit **E(1)** emergency circuit *	**UB** universal t-grid ceiling bracket* **NA** not applicable**	**BR(#)** battery pack (remote)	**C** custom
* Full fixture only	*Fits any t-grid ceiling type. Supplied by Axis. See details on page 2. **Please select this option if using third party compatible mounting hardware.	Not available with 347V Please consult factory	Please specify

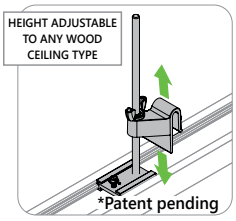
© 2016 Axis Lighting Inc.
1.800.263.2947
[T] 514.948.6272
axislighting.com

Docusign Envelope ID: D14BE429-30D1-4C75-9A02-8AE06AD4F2B2

CONSTRUCTION

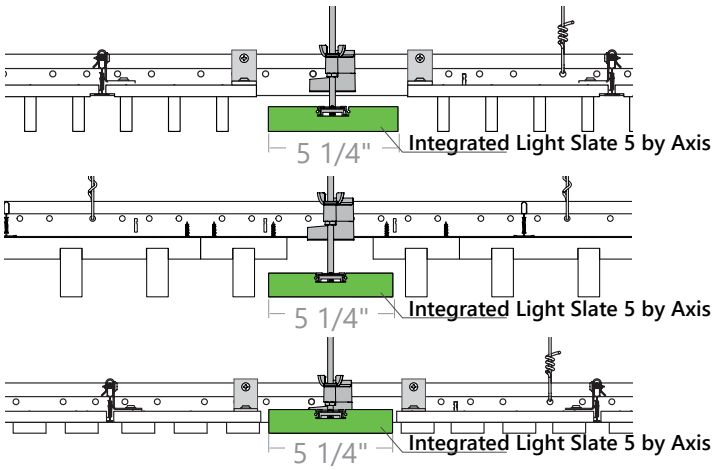
Housing	Extruded aluminum (0.075'' nominal) Up to 70% recycled content
Bracket	Die formed sheet steel (22 gauge)
Mounting Brackets	Extruded aluminum
Reflectors	White powder coated sheet steel (22 gauge)
Lens	Spotless frosted acrylic lens

MOUNTING DETAIL



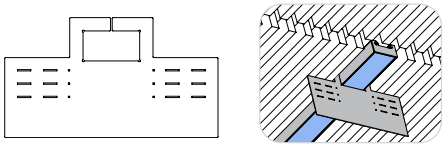
UB - Universal Bracket shown

- Facilitates coordination of ordering fixtures.
- Capable of end to end mounting.
- Allows regression control with the help of the aligner.
- Supplied by Axis.



FIXTURE HEIGHT ALIGNER

Aligner (Patent Pending) with cut-outs spaced at 0.5", 1", and 1.5" for regressed position options.



ELECTRICAL

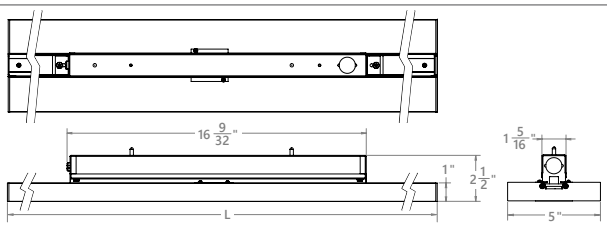
Lutron driver	**LDE1** - Hi-lume 1% EcoSystem with Soft-on, Fade-to-Black
Other drivers**	**DALI** - Digital Addressable Lighting Interface **DMX** - Digital Multiplex **Xitanium SR** - For wireless sensor
Power over Ethernet POE drivers* UL2108 certified for integral or remote driver	MOLEX IGOR SMARTENGINE **O** - Other (Consult factory) *Consult factory
Emergency	Remote emergency battery pack or emergency circuit optional.
Input Voltage	120V, 277V, 347V, UNV.

Incorporating these components may have limitations or affect the length of the luminaire. Please contact factory for more details.

LED SYSTEM

CRI	Minimum 80 or 90 color rendering index.
CCT Single Color	Choice of 2700K, 3000K, 3500K and 4000K color temperature with a great color consistency (within 3–step MacAdam ellipse). Both within fixture and fixture to fixture.
LED life	Minimum 50,000h with 85% of lumen maintenance in 25^{0}C ambient temperature, in compliance with IES LM-80 testing measurements.
Thermal Management	Aluminum housing acting as the heat sink to maximize life.
Environment	Dry and damp rated for indoor use only in operating ambient temperatures of 0-40^{0}C (32-104F).

SIDE VIEWS



WEIGHT

Slate 5 - 2 ft	4.1 lbs / 1.9 kg
Slate 5 - 4 ft	7.1 lbs / 3.2 kg
Slate 5 - 8 ft	13.0 lbs / 5.9 kg

FINISHES

Powder coated and custom finishes are also available.

APPROVALS

Certified to UL and CSA standards

WARRANTY

Limited 5-year warranty is available. Warranty is valid provided luminaires are installed and used according to specifications. For full terms and conditions, please consult warranty section at axislighting.com.

© 2016 Axis Lighting Inc.

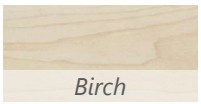
1.800.263.2947
[T] 514.948.6272

axislighting.com

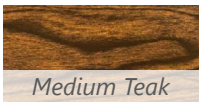
Docusign Envelope ID: D14BE429-30D1-4C75-9A02-8AE06AD4F2B2

WOOD FINISHES

Add style to the space with classic wood finish luminaires that use advanced sublimation technology to produce a durable and elegant wood grain finish. Please contact your Axis representative for more information including pricing and lead time.



Birch
B99244

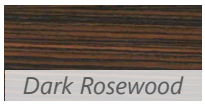


Medium Teak
B2601

Dark Walnut
B1806

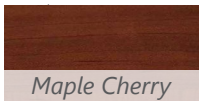
Fine Oak
B2502

French Cherry
B1406



Dark Rosewood
B99097

Douglas Fir
B1501

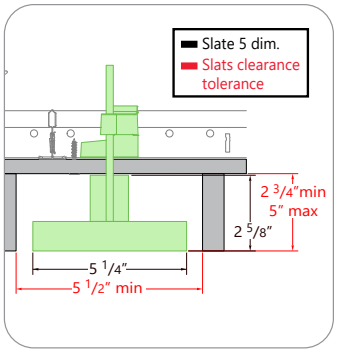


Maple Cherry
B1102

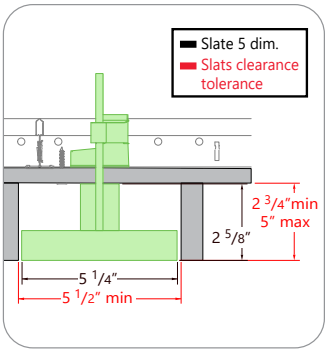
Wild Pine
B2103

Medium Chestnut
B1301

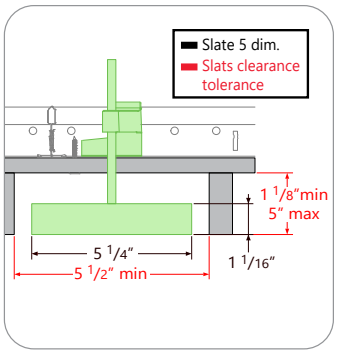
ARMSTRONG® WOODWORKS COMPATIBILITY



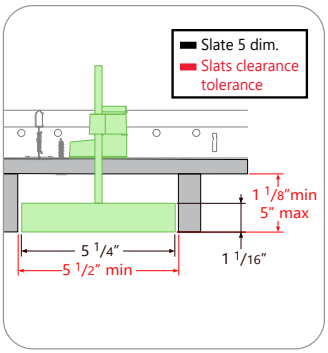
Slate 5 - Integral Driver
Integration Replacing Slats



Slate 5 - Integral Driver
Integration Between Slats



Slate 5 - Remote Driver
Integration Replacing Slats



Slate 5 - Remote Driver
Integration Between Slats

AVAILABLE LENGTHS FOR ARMSTRONG WOODWORKS®

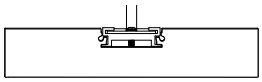
		2 ft	4 ft	8 ft
WGTG9	WOODWORKS® Grille Tegular 9/16	23.375"	N/A	N/A
WGTG15	WOODWORKS® Grille Tegular 15/16	N/A	47"	N/A
WGC	WOODWORKS® Grille Classics	N/A	N/A	95"
WFV	WOODWORKS® Grille Forté Veneered	N/A	47"	95"
WFS	WOODWORKS® Grille Forté Solid	N/A	47"	95"
WLV	WOODWORKS® Linear Veneered	N/A	N/A	95.75"
WLS	WOODWORKS® Linear Solid	N/A	N/A	95"
WLTG9	WOODWORKS® Linear Tegular 9/16	23.375"	47.375"	N/A
WLTG15	WOODWORKS® Linear Tegular 15/16	23"	47"	N/A

© 2016 Axis Lighting Inc.
1.800.263.2947
[T] 514.948.6272

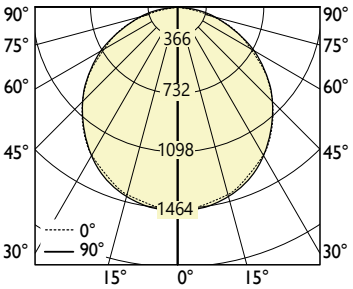
Docusign Envelope ID: D14BE429-30D1-4C75-9A02-8AE06AD4F2B2

PHOTOMETRIC DATA

1000 lm/ft



PHOTOMETRIC CURVE



Lumen/ft: 1000 lm/ft
Total Lumens: 3986 lm (for 4ft)
Input Watts: 29.42W
Efficacy: 135 lm/W
IES FILE: SL5-1000-80-35-4-W-UNV-DP.ies

TESTED ACCORDING TO IES LM-79-2008

CANDELA DISTRIBUTION

	Horizontal Angles				
Vertical Angle	0	22.5	45	67.5	90
0	1456	1456	1456	1456	1456
5	1448	1443	1436	1432	1433
15	1393	1373	1358	1347	1343
25	1283	1250	1229	1215	1206
35	1126	1084	1061	1038	1031
45	929	887	861	838	837
55	711	669	643	620	618
65	480	440	417	395	393
75	249	219	199	185	183
85	60	38	30	21	20
90	2	2	2	2	2

ZONAL LUMENS

	Lumens
Zone	
0	
0-10	138
10-20	393
20-30	592
30-40	705
40-50	718
50-60	635
60-70	472
70-80	262
80-90	71
90	

LUMINANCE DATA (cd/m²)

	Horizontal Angles		
Vertical Angle	0	45	90
45	8417	7803	7583
55	7938	7185	6907
65	7281	6324	5956
75	6160	4927	4534
85	4387	2201	1494

All IES files are available for download at: www.axislighting.com

© 2016 Axis Lighting Inc.
1.800.263.2947
[T] 514.948.6272
axislighting.com

Village of HARRISON
WHERE OPPORTUNITY LIVES

VILLAGE BOARD MEETING **VILLAGE OF HARRISON**

From: Chad Pelishek, Village Manager **Meeting Date:** 1/27/2026

Title: Resolution in Support of Reauthorization of the State Funding for Knowles-Nelson Stewardship Program.

Recommended Action: Motion to approve the Resolution V2026-01 in support of re-authorization of State Funding for Knowles-Nelson Stewardship Program.

Background and Additional Information:
The Village recently received a grant from this program for $160,000 for the Old Highway Road Trail project.

Budget Impacts: None

Attachments: Resolution V2026-01

RESOLUTION V2026-01

VILLAGE OF HARRISON
Calumet and Outagamie Counties

RESOLUTION IN SUPPORT OF REAUTHORIZATION OF THE STATE FUNDING FOR KNOWLES-NELSON STEWARDSHIP PROGRAM

WHEREAS, the Wisconsin Legislature created the Knowles-Nelson Stewardship Program in 1989 to preserve valuable natural areas and wildlife habitat, protect water quality and fisheries, and expand opportunities for outdoor recreation Per Ch. 23. 09 I 5(2c) (d), Wis. Stats.; and

WHEREAS, the Knowles-Nelson Stewardship Program is set to expire in 2026 and the program has supported land acquisition and capital development by the Wisconsin Department of Natural Resources (WDNR), local governments, and nonprofit conservation organizations to preserve valuable natural areas and wildlife habitat, protect water quality and expand outdoor recreation for public benefit around the state; and

WHEREAS, the Village of Harrison has directly benefited over the years having received Stewardship grant funds totaling over $200,000 to provide much needed and necessary improvements; and

WHEREAS, the elected officials of the Village of Harrison consider the Knowles-Nelson Stewardship Program a valuable tool to preserve and restore natural areas, wildlife habitat, and water quality while supporting the development of public nature-based outdoor recreation opportunities that promote economic development and enhance the quality of life; and

WHEREAS, the Village Board of the Village of Harrison does hereby express to the Wisconsin Legislature and Governor our full support for the reauthorization of the Knowles-Nelson Stewardship Program and request that sufficient funding annually be allocated to support projects over the next 10-year period; and

NOW THEREFORE RESOLVED, the Village Board of the Village of Harrison directs that the Clerk forward a copy of this resolution to the offices of each of our State Legislators and the Office of the Governor.

Adopted by the Village Board of the Village of Harrison on this 27th day of January 2026.

By: _____
Scott Handschke, Village President

Attest: _____
Meghan Winkler, Clerk

Village of HARRISON
WHERE OPPORTUNITY LIVES

VILLAGE BOARD MEETING **VILLAGE OF HARRISON**

From: Chad Pelishek, Village Manager **Meeting Date:** 1/27/2026

Title: Acceptance of Sand Hill Landing Water and Sanitary Sewer Mains in the City of Menasha.

Recommended Action: Motion to accept the water and sanitary sewer mains in Sand Hill Landing in the City of Menasha.

Background and Additional Information:
Harrison Utilities services parts of the City of Menasha. Sand Hill Landing water mains and sanitary sewer mains were received installed with a new development. The engineer of record for the developer has certified the mains were installed per plans and specifications. This was also reviewed by the Utility Engineer, McMahon to be constructed per the plan and spec and recommends acceptance by the Village Board.

Budget Impacts: None

Attachments: Letter from McMahon re: the acceptance.

McMAHON
ENGINEERS ARCHITECTS

January 13, 2026

Chad Pelishek, Village Manager
Village of Harrison
W5298 STH 114
Harrison, WI 54952

Re: Sandhill Landing
Harrison Utilities, City of Menasha
McM No. H0906-09-25-00274

Dear Chad,

Sandhill Landing is a 22-Lot residential subdivision, located in the City of Menasha, serviced by public sanitary sewer and water main provided by Harrison Utilities. McMahon Associates, Inc. has reviewed the engineering plans dated July 29, 2025, submitted by Davel Engineering, for DeWitt Development, LLC. The plans dated July 29, 2025 meet Harrison Utility requirements for sanitary sewer and water main construction. The sanitary sewer and water main utilities have been installed by Don Hietpas & Sons Construction in accordance with the engineering plans and specifications and therefore, we recommend conditional approval. Once the final roadway improvements have been installed, Harrison Utilities can issue final acceptance of the sanitary sewer and water main utilities.

If you have any questions concerning this, please call me.

Respectfully,

McMahon Associates, Inc.

Lee R. Reibold, P.E.
Associate / Sr. Municipal & Civil Engineer

Cc: Josh Sherman, Village of Harrison Planning
Jeff Funk, Village of Harrison Operations Manager
Tom VanZeeland, Harrison Utilities
John Davel, Davel Engineering & Environmental

HARRISON UTILITIES

~~As of: 10/16/2025~~
UPDATED: JANUARY 13, 2026

Water and Sanitary Sewer Project Checklist

Project Name: Sandhill Landing	Project Municipality: City of Menasha
Parcel(s): 7-00015-02; 7-00015-01; 7-00011-08, 7-00011-06	HU Office Contact: Brandon Barlow
HU Office Ph#: 920-989-1062 x202	HU Office Email: bbarlow@harrisonutilities.org
HU Operator Contact: Tom Van Zeeland	HU Operator Ph#: 920-850-6864
HU Operator Email: tvanzeeland@harrisonutilities.org	Inspector Name: McMahon
Inspector Ph#: N/A	Inspector Email: N/A
Utilities Engineer: McMahon	Utilities Eng. Contact: Lee Reibold
Utilities Eng. Ph#: 920-751-4200 x223	Utilities Eng. Email: LReibold@mcmgrp.com
Developer: Sugar Maple Property Development, LLC	Developer Contact: Ryan Myers
Developer Ph#: 920-540-6769	Developer Email: ryan.myers@me.com
Contractor: Don Hietpas and Sons	Contractor Contact: Sam Hietpas
Contractor Ph#: 920-788-2568	Contractor Email: N/A
Developer's Engineer: Davel Engineering	Developer's Eng. Contact: Tim Wittmann
Developer's Eng. Ph#: 920-560-6568	Developer's Eng. Email: tim@davel.pro

Prior to Construction

1. **Utilities Engineer Plan Approval: Complete ☒ Incomplete ☐ N/A ☐**
   a. Approval Date: 11/12/2024
   b. Approving Engineer: Mary Jo Miller, Martenson & Eisele

2. **ECWRPC Water Quality Management Conformance (208 Letter) Review: Complete ☒ Incomplete ☐ N/A ☐**
   a. Review Number: 2024-41
   b. Approval Date: 10/31/2024

3. **DNR Water Main Plan Approval: Complete ☒ Incomplete ☐ N/A ☐**
   a. DNR Water Project Number: W-2024-1015
   b. DNR Approval Date: 12/16/2024
   c. Form 3300-066 (DNR Water Main Submittal Checklist): Complete ☒ Incomplete ☐ N/A ☐
   d. Form 3300-260 (DNR Public Water System Approval Request): Complete ☒ Incomplete ☐ N/A ☐

4. **DNR Plan Approval for Sewerage System Improvement: Complete ☒ Incomplete ☐ N/A ☐**
   a. DNR Sewer Project Number: S-2024-0923
   b. DNR Approval Date: 2/12/2025
   c. Form 3400-059 (Sanitary Sewer Submittal): Complete ☒ Incomplete ☐ N/A ☐
   d. Form 3400-095 (Sewer Specification Checklist): Complete ☒ Incomplete ☐ N/A ☐
   e. Form 3400-160 (Sanitary Sewer Project Approval Request): Complete ☒ Incomplete ☐ N/A ☐
   f. Form 3400-205 (Wastewater System Approval Request): Complete ☒ Incomplete ☐ N/A ☐

5. **Neenah-Menasha Sewerage Commission Approval: Complete ☒ Incomplete ☐ N/A ☐**
   a. Date Requested (by Harrison Utilities Representative): 10/30/2024
   b. Date Approved: 11/26/2024

6. **Harrison Utilities Sanitary Sewer & Water Main Permit: Complete ☒ Incomplete ☐ N/A ☐**
   a. Date Submitted: 11/1/2024
   b. Date Approved: 11/26/2024
   c. Permit Number: 2024-03

HARRISON UTILITIES

UPDATED: JANUARY 13, 2026
~~As of: 10/16/2025~~

7. **Final Signed & Sealed Set of Engineering Plans Released for Construction:** Complete ☐ Incomplete ☒ N/A ☐

Construction

8. **Harrison Utilities Specification Version:** 2024-01-24

9. **Pre-Construction Meeting Date:** 7/24/2025

10. **Test Results:** Complete ☒ Incomplete ☒ N/A ☐
    a. Safe Water Samples: Complete ☒ Incomplete ☐ N/A ☐
    b. Water Main Pressure: Complete ☒ Incomplete ☐ N/A ☐
    c. Water Main Tracer Wire: Complete ☒ Incomplete ☐ N/A ☐
    d. Sanitary Sewer Pressure Test: Complete ☐ Incomplete ☒ N/A ☐
    e. Sanitary Sewer Mandrel Test: Complete ☐ Incomplete ☒ N/A ☐

11. **Project Walk Through & Punch Lists:** Complete ☒ Incomplete ☒ N/A ☐

12. **Sewer Cleaning & Televising Report:** Complete ☒ Incomplete ☒ N/A ☐

Closeout

COMPLETE 13. **Record Drawings & Mapping:** Complete ☒ Incomplete ☒ N/A ☐
    a. CAD Files: Complete ☐ Incomplete ☒ N/A ☐
    b. Record Drawings: Complete ☐ Incomplete ☒ N/A ☐
    c. GIS: Complete ☐ Incomplete ☒ N/A ☐

COMPLETE 14. **Final Costs & Quantities Information:** Complete ☒ Incomplete ☒ N/A ☐

COMPLETE 15. **Lien Waivers Pertaining to Water and Sanitary:** Complete ☒ Incomplete ☒ N/A ☐

16. **Documentation of All Recorded Easements:** Complete ☒ Incomplete ☐ N/A ☐
    a. Note – Utility easements recorded as part of the final plat

COMPLETE 17. **Developer or Developer's Engineer Certification Letter:** Complete ☒ Incomplete ☒ N/A ☐

COMPLETE 18. **Recommendation for Acceptance:** Complete ☒ Incomplete ☒ N/A ☐
    a. Harrison Utilities Engineer: Complete ☐ Incomplete ☒ N/A ☐
    b. Harrison Utilities Operator: Complete ☐ Incomplete ☒ N/A ☐
    c. Harrison Utilities Office Manager: Complete ☐ Incomplete ☒ N/A ☐

19. **Conditional Acceptance (Required for Connection Permits):** Complete ☐ Incomplete ☒ N/A ☐
    a. Approval Date: Click or tap to enter a date.
    b. Approving Representative: Click or tap here to enter text.

20. **Payment of All Outstanding Review and Inspection Fees:** Complete ☐ Incomplete ☒ N/A ☐

21. **Village of Harrison Board Acceptance Approval:** Complete ☐ Incomplete ☒ N/A ☐
    a. Date: Click or tap to enter a date.

Village of HARRISON
WHERE OPPORTUNITY LIVES

VILLAGE BOARD MEETING **VILLAGE OF HARRISON**

From: Chad Pelishek, Village Manager **Meeting Date:** 1/27/2026

Title: Intent to Purchase Lots 9 & 10: Crossroads Business Park

Recommended Action: Motion to approve the intent to purchase Lots 9 and 10 in the Crossroads Business Park.

Background and Additional Information:
After the decision at the December board meeting to accept the intent to purchase from a developer from Lot 5, the Village Manager reached out to the other party that was previously communicated to that developer owned developments were not allowed.

Electric City - Ann Baeten, has submitted an Intent to Purchase Lots 9 and 10 to develop two 12,000 square foot multi-tenant facilities to provide rental space for small businesses.

Staff supports this project as both properties may be changing to build on separately.

Budget Impacts: None.

Attachments: Intent to Purchase letter, pictures and map

January 19, 2025

Electric City Crossing, LLC
815 Miller Ln
Kaukauna, WI 54130

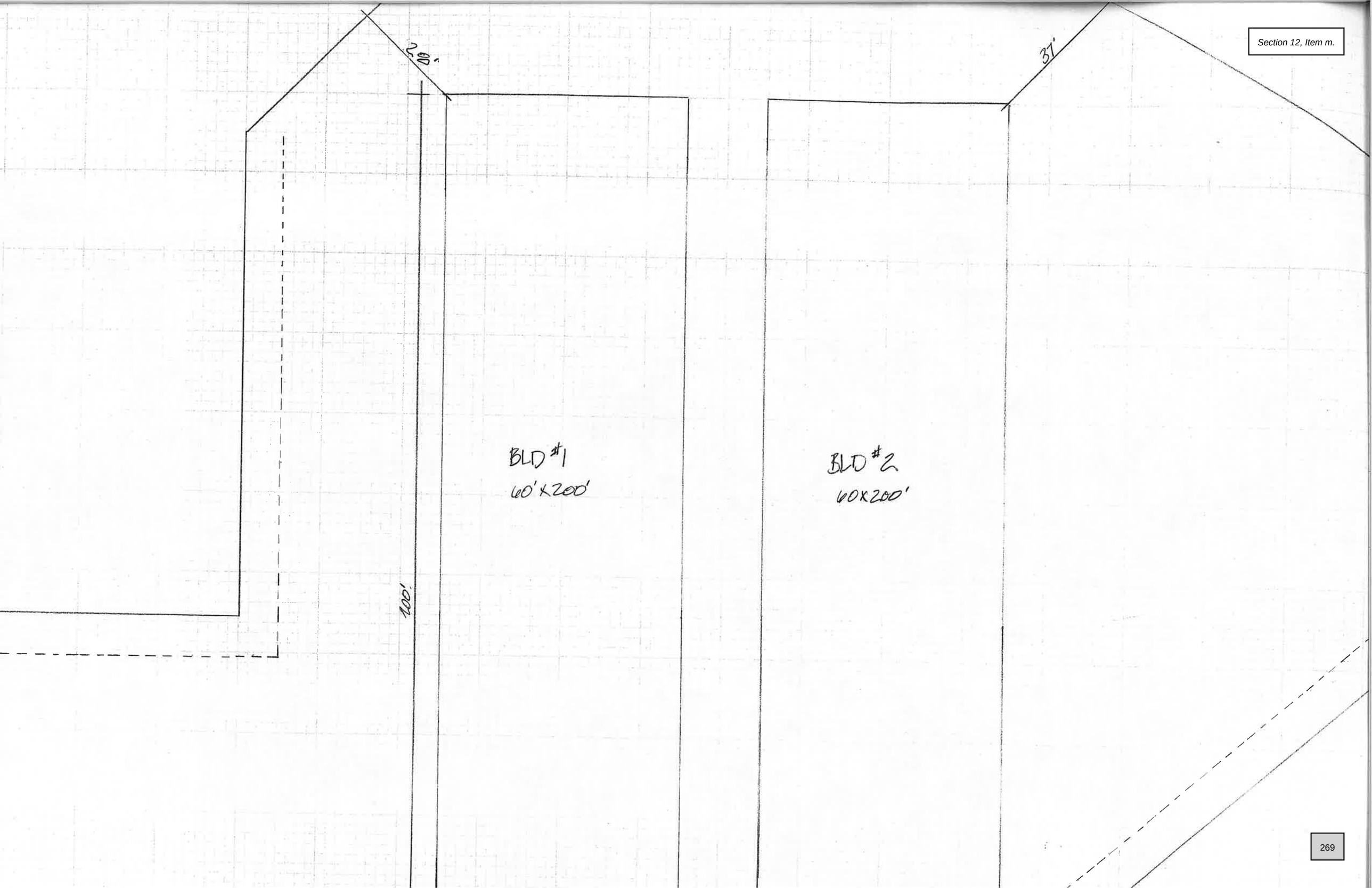
RE: Crossroads Business Park

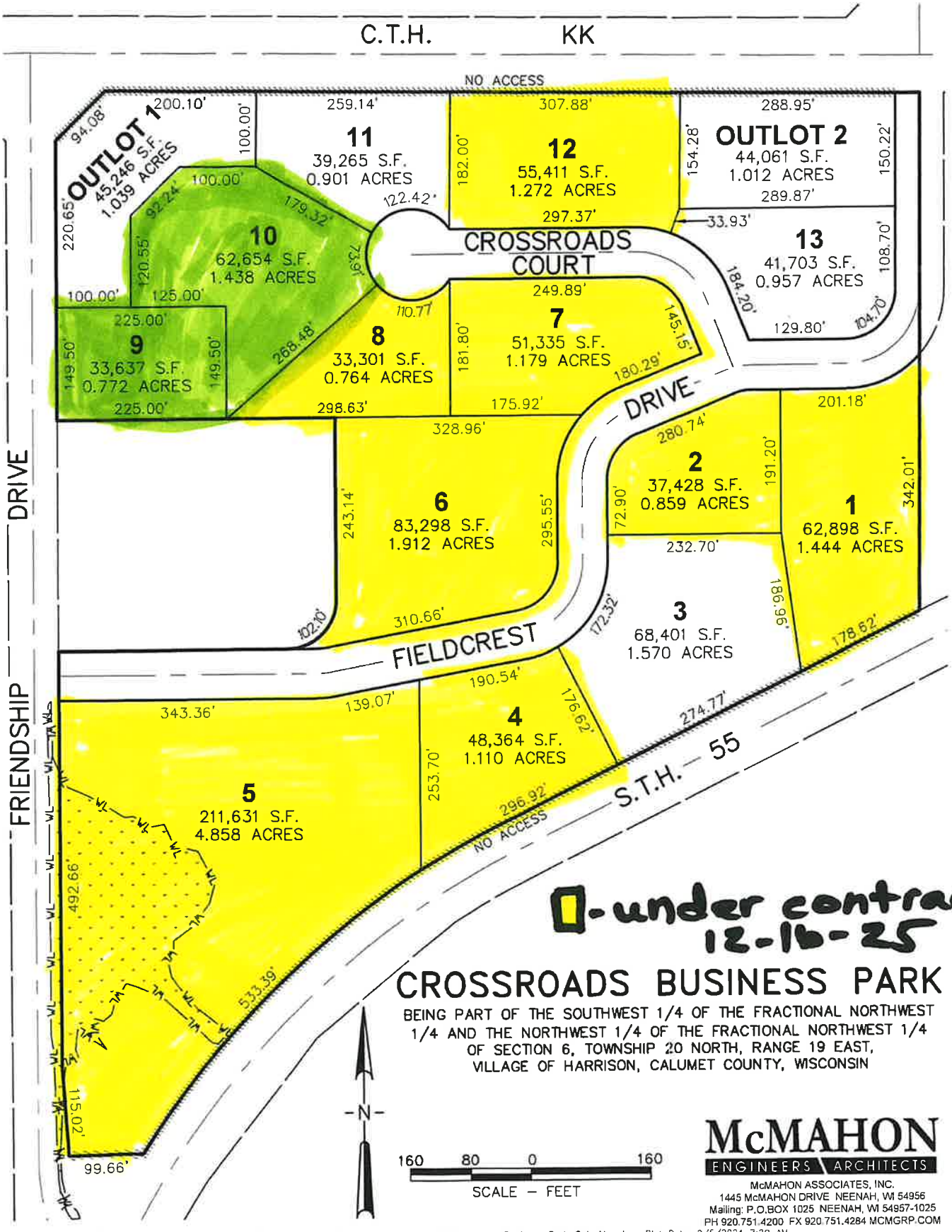
Dear Village of Harrison,

This is a non-binding letter of intent, designed only to summarize our understanding of the Village of Harrison's development of Crossroads Business Park (specifically Lots 9 & 10) and to confirm our intentions regarding the development of multi-tenant commercial/light industrial rental units spanning Lots 9 & 10. The building furthest west would be similar in construction to the previously-constructed light industrial buildings adjacent Highline Rd at W4928 Highline Rd and/or Amy Ave at W5086 Amy Ave, Kaukauna with an option to build a secondary mirror image of the building eastward in the future. If you have any questions or need anything else, please feel free to give us a call at 920.464.0491.

Thank you,

ELECTRIC CITY CROSSING, LLC


20'
37'
BLD #1
60'x200'
BLD #2
60x200'
100'



0-under contract 12-16-25

CROSSROADS BUSINESS PARK

BEING PART OF THE SOUTHWEST 1/4 OF THE FRACTIONAL NORTHWEST 1/4 AND THE NORTHWEST 1/4 OF THE FRACTIONAL NORTHWEST 1/4 OF SECTION 6, TOWNSHIP 20 NORTH, RANGE 19 EAST, VILLAGE OF HARRISON, CALUMET COUNTY, WISCONSIN

McMAHON
ENGINEERS ARCHITECTS
McMAHON ASSOCIATES, INC.
1445 McMAHON DRIVE NEENAH, WI 54956
Mailing: P.O.BOX 1025 NEENAH, WI 54957-1025
PH 920.751.4200 FX 920.751.4284 MCMGRP.COM

asectar, W:\PROJECTS\H0006\092400507\CADD\Civil3D\Survey Documents\MARKETING MAP\Crossroads Business Park_SalesMap.dwg, Plot Date: 9/5/2024 7:29 AM

VILLAGE BOARD MEETING | **VILLAGE OF HARRISON**

From:
Meghan Winkler, Clerk/HR Manager
Chad Pelishek , Village Manager
Alissa Van Eperen, Finance Director/Treasurer

Meeting Date:
January 27, 2026

Title:
Implementation of Years of Service and Retirement Program for the Village of Harrison

Recommended Action:
Motion to approve the Years of Service and Retirement Program attached.

Background and Additional Information:

Village staff would like to implement two new employee recognitions programs: a Years of Service Award Program and a Retirement Program. These initiatives aim to improve employee morale, retention and engagement by recognizing commitment and dedication to the Village of Harrison. The specifics of the programs are in the attached document.

Years of Service Program: Recognize employees' continuous commitment to service at key milestones and enhance morale and motivation.

Retirement Program: Acknowledge retiring employees for their commitment to the Village of Harrison.

Budget Impacts:
This item was not included in the 2026 budget and is expected to incur a cost of $100 for the year. This expense will be allocated to the relevant department based on the employee's assignment. Moving forward, this will be analyzed each year during the budget process, and money will be added to the budget accordingly.

Attachments:
Years of Service Program

P:920.989.1062 F:920.989.1077 | W5298 State Road 114 • Harrison, WI 54952 | harrison-wi.org

Village of HARRISON

Years of Service Program (based off anniversary date)

5- Years of Service: Treat of Choice up to $15.00 value

10- Years of Service: Certificate of Appreciation and a $25.00 gift card to a local business

15- Years of Service: Certificate of Appreciation and a $50.00 Gift Card to a local business

20- Years of Service: Commemorative Plaque and an additional day of Paid Time Off (PTO)

25- Years of Service and Beyond (Every 5 years): an additional day of Paid Time Off (PTO)

Retirement Program (based off anniversary date)

More than 5 years: Commemorative Plaque and Village sponsored luncheon up to $250.00

Less than 5 years: Staff provided potluck

Village of HARRISON
WHERE OPPORTUNITY LIVES

VILLAGE BOARD MEETING **VILLAGE OF HARRISON**

From: Chad Pelishek, Village Manager and HR Manager Meghan Winkler

Meeting Date: 1/27/2026

Title: Employee Handbook Changes: Resignation/Retirement/Final Pay

Recommended Action: Motion to approve language drafted by the Village's employment attorney, Von Brieson and incorporate in the 2024 Employee Handbook or layover to February 2026 meeting for revisions.

Background and Additional Information:
The Village Manager and HR Manager worked with Von Brieson to draft language for the Resignation/Retirement/Final Pay section of the 2024 Village of Harrison Personnel Manual. This language clarifies how final pay is issued and the procedure for resigning from a position with the Village.

Budget Impacts: None

Attachments: Personnel Manual revisions proposed by the Village's Employment Attorney

RESIGNATION/RETIREMENT/FINAL PAY

Types of Separation:

All separation of employees in administrative positions shall be designated as one of the following types and shall be accomplished in the manner indicated:

- Resignations: An employee shall resign by submitting in writing the reasons and the effective date to the department head as far in advance as possible. A minimum of two (2) weeks' notice is required. Failure to comply with this requirement may be cause for denying future employment with the Village. The Village Manager shall give at least four (4) weeks' notice of resignation. Failure to provide the proper notice of resignation shall cause the employee's personnel record to indicate the employee did not leave the Village in good standing ~~Any employee giving insufficient notice will~~ and the employee shall forfeit any accrued but unused paid time off. The Village Board retains the right to waive the resignation notice requirements if it is in the best interest to do so. Once a resignation has been submitted, the action cannot be withdrawn except upon mutual agreement by the employee and Village Manager or designee.

  An employee's separation date will be the last physical date of work. An employee may not schedule accrued time-off benefits after the last day actually worked, except when an approved leave of absence was already in effect at the time the notice of termination was received.

  The Village provides vacation to employees on an annual, front-loaded basis, as of January 1. Although the full annual vacation allotment is made available on January 1 of each calendar year, vacation is earned incrementally throughout the year in proportion to time worked on a prorated basis. When an employee chooses to separate from employment with the Village, the employee will be paid only for earned, unused vacation that has accrued through the final day of employment. Any vacation that has been used in a calendar year in excess of the amount earned (as of the separation date) will not be paid out. The Village may deduct the value of unearned vacation used in advance from the employee's final paycheck to the extent permitted by Wisconsin law. An employee who separates employment near the beginning of a calendar year is not entitled to payout of the full annual vacation allotment, and is only eligible for payment of the portion of vacation actually earned as of the separation date.

VILLAGE OF HARRISON

PERSONNEL MANUAL

Approved March 31, 2009
Revised: November 27th, 2018
Revised: August 27, 2024

WELCOME

The Village of Harrison, WI is located on the scenic northeast shore of Lake Winnebago and covers nearly 32 square miles of urban and rural land located within Calumet County, Wisconsin. The Village is part of 5 school districts (Appleton, Kimberly, Kaukauna, Hilbert, and Stockbridge). High Cliff State Park, one of Wisconsin's most beautiful and utilized parks, is located within Harrison and provides over 1,100 acres of open space which include hiking, equestrian trails, spectacular lake vistas and sunsets. The Village of Harrison offers an excellent quality of life for its residents with easy access to all regional amenities for recreation, arts, entertainment, and dining.

IMPORTANT FACTS ABOUT THIS HANDBOOK

We are pleased to present you with this Employee Handbook containing information in summary form about our workplace, the major benefits available to you, and your obligations as an employee.

This handbook is for informational purposes only and does not constitute a guarantee of employment or of any right or benefit, nor is it a contract of employment, expressed or implied, and it does not eliminate or change the employment-at-will status of the relationship between you and the Village of Harrison.

We reserve the right to alter, change, delete, deviate from, suspend or discontinue any part or parts of the policies in this handbook, including but not limited to any employee benefit without prior notice. No one other than the administration may alter or change any of the policies in this handbook. Any alteration or modification by the administration must be in writing. No statement or promise by an elected official, administrator, department head, supervisor, agent or other representative may be interpreted as a change in policy, nor will any such statement or promise constitute an agreement with any employee.

The Village Board is responsible for the approval and amendment of this manual and all policies and procedures of the Village of Harrison. The Board is also responsible for providing direction regarding the application of the organization's policies and procedures, including this manual.

This manual shall be administered by the Village Manager. It is the discretionary right of administration to deviate from the established policies as circumstances may warrant.

Should any provision of this handbook conflict with any statute, law, ordinance, regulation, or lawful provisions of a valid collective bargaining agreement to which the Village of Harrison is a party, the statute, law, ordinance, regulation or collective bargaining agreement shall control. Nothing in this handbook shall restrict employees from engaging in any concerted or other activity protected by Wisconsin or federal law.

It is your responsibility to read and become familiar with the information in the handbook and to follow the policies and procedures contained herein. If you have questions regarding the handbook or matters that are not covered in it, please discuss them with the Village Manager.

Table of Contents

Contents	Page
Employment Status	5-6
Equal Opportunity Employment	7-9
Hours of Work, Attendance and Pay Policies	10-15
Resignation/Retirement/ Final Pay	16
Time Off and Leave Absence Policies	17-26
Employee Benefits	27-35
Insurance	27
Short Term/Long Term Disability	28-29
Training/Conferences	30-35
Employee Assistance Program	35
Employment Policies	36-51
List of Appendices	52
Employee Assistance Provider	53
Education Reimbursement Form	54-55
Clothing Allowance	56
Village Cell Phone Policy	57-60
Acknowledgment Form	61

EMPLOYMENT STATUS

Nature of Employment:

Except as specified in a valid collective bargaining agreement or an individual employment contract, or as otherwise provided by law, employment with the Village of Harrison is not governed by any written or oral contract and is considered an "at will" arrangement. This means that an employee or the Village of Harrison can end the employment relationship at any time for any reason.

Residency:

There is no residency requirement for any village employee.

Employee Classifications:

We define an employee as a person who works for the Village of Harrison for compensation in the form of wages and excludes unpaid volunteers, independent contractors, elected officials and persons appointed to serve on boards, commissions, or committees. We use the following classifications to determine your employee benefits and eligibility for overtime.

a) Full-Time Employee (30 – 40+ hours/week)

A full-time employee is a regular employee that has received appointment to a regular position that requires the employee to work a standard work year of not less than 1560 hours per calendar year. Full-Time employees are eligible for all benefits as outlined in this manual.

b) Permanent Part-Time Employee (20 – 29 hours/week)

A permanent part-time employee is a regular employee that has received appointment to a regular position that requires the employee to work a schedule of hours annually averaging less than the full-time schedule of the employing department, but average not less than twenty (20) hours per week, over the calendar year.

c) Part-Time Casual Employee (typically less than 20 hours/week)

A part-time casual employee is an employee hired on a part-time basis for certain on-going work needs.

e) Seasonal Employee

A seasonal employee is one who is normally scheduled to work on a full-time or part-time basis for certain periods of the year.

f) Limited Term Employee

A limited term employee is an employee hired for a specific project or on a temporary basis to fill a position of an employee on a leave of absence or whose work is unscheduled in the number of hours per week and/or number of weeks per year.

g) Paid-on-Call Volunteer

A paid-on-call volunteer is one who works in our fire and rescue department. They are compensated on an on-call–basis and paid an hourly amount for performing duties related to fire department business.

h) Exempt and Non-Exempt Status

Employees determined to be exempt from the minimum wage and overtime provisions of the Federal and State Wage and Hours Laws are not eligible for overtime pay and shall be compensated on a salaried basis. Non-Exempt employees (those employees determined to be subject to overtime provisions of the Federal and State Wage and Hours Laws) shall receive overtime pay in accordance with the overtime policy as outlined in the Compensation/Overtime/Compensatory Time section of this Manual. Non-exempt employees will be compensated on an hourly basis.

[this space has been intentionally left blank]

EQUAL OPPORTUNITY EMPLOYMENT

Equal Opportunity and Non-Discrimination: We are an equal opportunity employer. All employment decisions, including but not limited to, recruitment, hiring, compensation, benefits, promotions, transfers, layoffs, discipline, and termination are made without regard to an individual's age, arrest/conviction record, ancestry, color, national origin, race, religion, disability, marital status, military service, pregnancy, childbirth, sex, sexual orientation, off-duty use or nonuse of lawful products, or any other characteristic protected by federal, state, or local law.

- Supervisors will see that the provisions of this section are met. It is also the duty of every employee to help create a work environment that promotes equal opportunity. You must report any incident or situation you believe violates this policy using the Complaint Procedure outlined below.

- Anyone who engages in unlawful discrimination will be subject to disciplinary action or termination. The Village will not tolerate retaliation against another person for filing a complaint, reporting alleged discrimination, or participating in an investigation. Anyone who engages in retaliation will be subject to disciplinary action or termination.

Reasonable Accommodations for Disabilities:

The Village is committed to full compliance with applicable federal and state disability laws. An employee who is a qualified individual as defined by state or federal law will be provided a reasonable accommodation if one exists that allows the employee to perform the functions of the employee's job unless such accommodation creates an undue burden or poses a direct threat to the safety of the employee or others.

Employees should submit a request for workplace accommodations to their immediate supervisor. Any supervisor who receives a request for a workplace accommodation must forward it to the Village Manager immediately. After receipt of the request, the Village Manager will meet with the employee to discuss all of the facts and circumstances necessary to make an accommodation determination.

Harassment Policy:

The Village is committed to providing a professional work environment that maintains employee equality, dignity and respect. We strictly prohibit and will not tolerate discriminatory practices or harassment against our employees based on their protected class status by anyone, including elected officials, supervisors, co-workers, visitors, vendors, citizens or any other persons. Similarly, employees are prohibited from harassing or discriminating against any other persons based on their protected class status.

Any protected class harassment is unacceptable and will not be tolerated. Anyone who violates this policy will be subject to disciplinary action or termination.

Harassment includes any conduct, whether verbal, physical, or visual, that is based on a person's protected status, including age, arrest/conviction record, ancestry, color, national origin, race, religion, disability, marital status, military service, pregnancy, childbirth, sex, sexual orientation, off-duty use or nonuse of lawful products, or any other characteristic protected by federal, state, or local law. Conduct need not be directed at a particular individual to be considered a violation of this policy.

Harassment can take many forms and may include, but is not limited to:

- epithets, slurs, or negative stereotyping;
- threatening, intimidating or hostile acts;
- denigrating jokes;
- verbal abuse;
- written or graphic material that denigrates or shows hostility or aversion toward a protected class;
- nonverbal conduct, such as staring or making denigrating gestures;
- physical conduct, such as stalking, assault, unwanted touching;
- any other type of verbal, physical, written or visual conduct.

Sexual Harassment:

This policy protects both male and female employees from sexual harassment. The policy prohibits all conduct, whether physical, verbal, written, or visual that is based on sex, including but not limited to:

- unwelcome sexual flirtations, compliments, advances, requests, or propositions;

- unwelcome touching, patting, pinching, brushing against another's body, attention to an individual's body, or physical assault; any sexual statements or referencing one's sexuality, gender, or sexual experience, sexual gestures, innuendoes, suggestions, "kidding," "teasing" or jokes;

- the display of sexually-related or suggestive pictures or objects including emails or other computer images.

Complaint Procedure:

The Village is committed to maintaining a workplace free of discrimination and harassment and take seriously all complaints or reports of harassing or discriminatory conduct by or against any of our employees, supervisors, elected officials, visitors, vendors, citizens, or any other party. The timely reporting and prompt effective resolution of complaints is crucial to preventing and ending prohibited conduct; therefore, the following procedures are in place to address prohibited conduct:

- If you believe you have experienced or witnessed conduct that violates this policy, report the matter as soon as possible to your supervisor, department head, the

Village Manager, or the highest ranking official with oversight for staff or any other member of management with whom you feel comfortable.

- Do not bring a complaint to your immediate supervisor first if the supervisor is the subject of the complaint, or if you feel more comfortable bringing the matter to the attention of one of the other designated representatives identified above.

Investigations and Remedial Action:

- All complaints will be promptly and thoroughly investigated.
- The Village will take corrective action designed to end any harassment or discrimination in our workplace and prevent it from recurring.
- Corrective and preventive action may include the imposition of discipline or termination, training, referral to counseling, monitoring, demotion or reassignment, or any other action we deem appropriate under the circumstances. Follow-up inquiries will be made to ensure the harassment or discrimination has not resumed.

The Village recognizes false allegations of harassment or discrimination may have a serious impact on innocent individuals, and appropriate actions against anyone who makes a false claim of harassment or discrimination will take place.

Confidentiality:

The Village understands matters of harassment or discrimination can be sensitive, and when possible, complaints and related information will be kept confidential. Disclosure will occur only when necessary to investigate and resolve the matter and when required by law.

Retaliation:

Any employee who reports harassment or discrimination, files a complaint, or takes part in an investigation, is protected from any retaliatory action. No reprisal or adverse action will be taken against you for coming forward or participating in the investigatory process. If you believe you are the subject of retaliation, even if the behavior is subtle or you are unsure that the conduct is retaliation, report it immediately to your supervisor, department head, or the Village Manager, or the highest ranking official with oversight for staff. Anyone who violates this retaliation prohibition will be disciplined or terminated.

HOURS OF WORK, ATTENDANCE AND PAY POLICIES

Office Hours:

Village of Harrison regular office hours are 7:30 a.m. – 4:00 p.m. all days except Saturdays, Sundays and legal holidays.

Harrison Utilities regular office hours are 7:30 a.m.- 3:30 p.m. all days except Saturdays, Sundays and legal holidays.

The Public Works Department hours are generally Monday-Friday 6:30 a.m. – 2:30 p.m., with summer hours being 6:00 a.m. – 4:00 p.m. Monday-Thursday.

Other hours may be established based on the discretion of the Public Works Operations Manager and/or the Village Manager. Administrative staff is expected to work hours of employment above and beyond the normal hours of operation as appropriate.

Work Hours:

For most full-time staff, the regular work week will be 40 hours, performed in five, eight-hour workdays Monday through Friday. Specific hours of work shall be decided by your department head. Department heads may authorize variations in your work schedule to accommodate your or departmental needs, or to eliminate or reduce overtime.

Irregular Work Schedule:

An employee whose duties require an irregular work schedule in either a standard workday or a standard work week shall work according to a schedule recommended by the department head and approved by the Village Manager.

Time-Keeping for Non-Exempt Employees:

Non-exempt staff shall maintain a daily attendance record in the format provided. This record shall reflect daily start and end times, overtime hours worked, and all absences for vacation, illness, holidays, use of compensatory time, etc.

You must keep an accurate record of your time. You must certify the accuracy of your time report by signing it, and providing it for approval to your supervisor. If any corrections or modifications are to be made, both the employee and their supervisor must verify the accuracy of the changes by initialing the record at the time you are aware a change is needed.

- Reportable hours include any work performed out of the office, or outside of normal work hours, including but not limited to, texting, checking email or doing other job-related computer work or phone calls. Supervisors are not to knowingly permit

employees to perform work without recording the time. Failure to record time worked violates wage and hour laws and our policies and could lead to disciplinary action.

- However, employees must get permission from their supervisor before working any overtime. Failure to obtain advanced approval for overtime may result in disciplinary action.

- Altering, falsifying, or tampering with time records, or recording time on behalf of another without authorization from a supervisor, is prohibited and will lead to disciplinary action.

Time-Keeping for Exempt Employees:

Exempt employees must report use of accrued and personal time taken using a form designated for that purpose.

Attendance:

The Village requires regular attendance of all employees. Excessive absenteeism and tardiness interferes with the delivery of services and is prohibited.

- Reporting Absences/Tardiness: If you will be absent from or late for work you must notify your supervisor prior to the normal start of your work day. You must indicate a reason and an expected return to work. If the return to work date changes, you must notify your supervisor of the new date as soon as possible.

- Leaving During Work Hours: You must get permission from your supervisor prior to leaving during work hours, unless there is an emergency.

- If your time off was a covered FMLA absence, return to work provisions under the FMLA policy apply. FMLA absences are approved time off and are not counted against you. This attendance policy will be enforced consistent with the federal and state FMLA laws, and as set forth in our FMLA policy.

- Whenever the Village Manager believes a work release from your doctor is needed to ensure your ability to safely return to your job, or if your return will include certain restrictions that may require accommodation, you will be asked to provide a doctor's report. We may also request a doctor's report or fitness for duty certification in cases of suspected sick leave abuse or to determine fitness for duty when needed.

Seniority and the employment relationship shall be ended when an employee:

- Is absent from work without notification to their supervisor or other member of management, unless they cannot notify us with a valid reason;

- Fail to report to work within 10 days after having been recalled from layoff; or
- Fail to report for work at the termination of an authorized leave of absence.

Overtime:

The Village does not permit overtime without prior authorization from their supervisor or the Village Manager. If an employee works overtime hours without pre-authorization, they will be subject to disciplinary action.

- Department heads shall assign overtime work only as necessary and when circumstances prevent the accommodation of additional work through reassignment of work priorities or the rescheduling of hours within the same work week.
- Non-exempt employees shall receive overtime pay for any hours worked over 40 hours in a work week. Our work week begins at 12:00 a.m. Monday and ends at 11:59 p.m. Sunday. Overtime will be calculated separately in each work week of the pay period. The Village pays overtime at 1.5 times their regular rate of pay.
- Public Works and Harrison Utilities System Operator staff are subject to calls outside of their normal work hours to handle emergencies; a refusal to work overtime may result in discipline where warranted.

On-Call Pay:

An on-call employee who is called back to work outside his or her normal work schedule shall be paid for the time worked or a minimum of two (2) hours, whichever is greater. Time worked while on call will be calculated at 1.5 times the employee's regular rate of pay.

- Village of Harrison Utilities Operators will receive $15 a day for weekdays and $30 a day for weekend and holidays to be on call.
- Village of Harrison Public Works employees will receive $100 a week for each week they are on call.

Compensatory Time:

Non-exempt full-time employees may elect compensatory time instead of overtime pay subject to the provisions of this section.

- An employee will receive compensatory time at the rate of 1.5 hours for each 1 hour of overtime worked. No more than 240 hours of compensatory time may be accumulated in their bank per calendar year. Any overtime hours worked beyond the 240 maximum will be paid as overtime compensation. Similarly, unused compensatory time will be paid out at the end of the calendar year.

FlexTime:

Exempt (salaried) employees are eligible to accumulate flextime. Flextime accumulated shall be based on hours worked beyond forty (40) hours per week on a straight time basis. Eligible exempt employees shall have the ability to take three consecutive flex days. All accumulated flextime must be used by the end of the following month in which it is earned.

Pay Policies:

You shall be compensated at your approved pay rate on a bi-weekly basis. Payday is the Thursday following the completion of the two-week pay period.

- Wages will be paid by direct deposit at no cost to you.
- Exempt Employees:
    - Salary Basis: We pay exempt employees on a "salary basis," meaning you receive a pre-determined amount of compensation each pay period. By law, the pre-determined amount cannot be reduced because of variations in the quality or quantity of your work.
    - Deductions: Deductions from exempt employees' salaries may occur under the following circumstances:
        - Absences of one or more full days for personal reasons the employee may elect not to substitute any accrued leave time with prior approval from the Village Manager;
        - Absences of one or more full days for sickness or disability if the deduction is made under a bona fide sick leave plan, policy or practice;
        - Unpaid FMLA absences;
        - To offset amounts you receive as jury or witness fees, or for military pay;
        - Disciplinary suspensions of one or more full days imposed in good faith for violations of workplace conduct or safety rules;
        - As otherwise permitted by law.

If you believe that we have made an improper deduction to your salary, report this information as soon as possible to Human Resources. If we made an improper deduction, we will reimburse you at the next pay date and will take steps to ensure the improper deduction is rectified in the payroll system.

Harrison Fire Rescue Volunteer Personnel – Emergency Response Calls

Eligibility:

Any full-time Village of Harrison employee who regularly responds to emergency calls for Harrison Fire Rescue does not need to use accrued leave time for that absence from work.

The responding employee will need to notify their immediate supervisor they will be responding to an emergency response call and making sure they are not leaving their department short staffed by responding.

Benefit Payment:

The Village of Harrison will continue to pay the employee's regular pay while the employee responds to an emergency during regular working hours. The employee will not receive additional compensation from Harrison Fire Rescue for the same call and will receive no overtime pay.

Return to Work:

The employee will return to work as soon as able during normal working hours after responding to the emergency response call.

Non-Harrison Fire Rescue Volunteer Personnel – Emergency Response Calls

Eligibility:

Any full-time Village of Harrison employee who regularly responds to emergency calls for another fire department other than Harrison Fire Rescue are permitted to respond when Harrison Fire Rescue opens a MABAS Box Card for emergencies within its' protection jurisdiction.

Benefit Payment:

The Village will continue to pay the employee's regular pay while the employee responds to a Harrison MABAS call during regular working hours. The employee may not receive additional compensation from their designated department for the same call and will not receive overtime pay.

In the event an employee is paged out for an emergency call within their volunteer departments jurisdiction, the Village will allow volunteers to respond to their fire department with the understanding:

- Employees are required to confer with their immediate supervisor to make-up any missed work time due to the emergency call;
- In lieu of making up the time, employees may opt to utilize their accrued PTO;
- Employees responding to emergency calls must use personal vehicles;

Return to Work:

The employee will return to work as soon as able during normal working hours.

[this space has been intentionally left blank]

RESIGNATION/RETIREMENT/FINAL PAY

Types of Separation:

All separation of employees in administrative positions shall be designated as one of the following types and shall be accomplished in the manner indicated:

- Resignations: An employee shall resign by submitting in writing the reasons and the effective date to the department head as far in advance as possible. A minimum of two (2) weeks notice is required. Failure to comply with this requirement may be cause for denying future employment with the Village. The Village Manager shall give at least a four (4) weeks notice of resignation. Any employee giving insufficient notice will forfeit any accrued but unused paid time off.

- Layoffs: Upon approval of the Village Manager, the department head may lay off an administrative employee. Layoffs may occur due to the abolition of the position, other material changes in the duties or organization, or for related reasons which are outside the employee's control and which do not reflect discredit upon the service of the employee.

- Dismissal: Employees may be involuntarily terminated for poor performance, misconduct or any other reason deemed appropriate by the Village.

- Retirement: If you are retiring, please notify your supervisor at least 30 days prior to retirement or as far in advance as possible. Employees who provide the requested notice will be considered to have resigned in good standing.

Notice and Return of Property:

Employees will be required to return all records, assets, passwords, cellphone and other village property upon demand or termination. Employees may be required to sign loan receipts in connection with the receipt of any such items and the value of these items may be deducted from final paycheck if not returned as directed.

[this space has been intentionally left blank]

TIME OFF AND LEAVE OF ABSENCE POLICIES

Holidays:

The following paid holidays will be granted to all benefited employees and the Village of Harrison offices will be closed on these days:

New Year's Day	Thanksgiving Day
Friday Immediately before Easter Sunday	Day after Thanksgiving
Memorial Day	Christmas Eve Day
Independence Day	Christmas Day
Labor Day	New Year's Eve Day

- When a holiday falls on a Saturday, the holiday shall be observed on the preceding Friday. When a holiday falls on a Sunday, the holiday shall be observed on the following Monday.

- All non-exempt employees required to work on a holiday shall be compensated for all hours worked at the rate of one and one-half times their regular hourly rate.

- Department head / supervisory employees shall receive one and a half (1.5) hours off for every hour worked on a holiday.

- With the exception of preplanned vacation, in most cases, employees will be expected to work both their normally scheduled day before and the day after the holiday to be eligible for holiday pay. Calling in on either of these days may jeopardize an employee's ability to be paid for the holiday.

- Employees who are not full-time employees shall not be eligible for holiday pay.

Paid Time Off:

Paid Time Off (PTO) provides an employee with the flexibility to use time off to meet personal needs, while recognizing one's individual responsibility to manage their paid time off. Employees will accumulate a specified amount of PTO each year that incorporates vacation time and sick leave, and does not include Paid Holidays, Bereavement Time Off, Jury Duty, or Military Service Leave.

a) PTO shall be accrued on a lump sum basis at the first of the year. For example, an employee with a 6th year anniversary on July 15th would receive additional hours of PTO on January 1st.

Years of Service	Paid Time Off
Upon hire	112 hours (prorated)
One year	152 hours
Two years	192 hours
Six years	232 hours
Twelve years	272 hours
Twenty years	312 hours

b) Regular part-time employees (20-29 hours will receive a prorated amount of PTO based upon budgeted hours worked.

c) All paid time off requests must be approved by the supervisor in advance unless the PTO is used for legitimate, unexpected illnesses or emergencies. The supervisor has a right to deny requests due to organizational needs, staffing levels, workload, etc. Public Works employees are allowed to use only one week of continuous days off from December 1st- April 1st. However, employees may take additional single days as approved by their supervisor.

d) The minimum increment of time to be used for paid time off is one half (1/2) an hour.

e) PTO is to be taken within the year in which it is earned for use on a calendar year basis. The Village shall pay for any unused paid time off at the end of the year. All paid time off shall be paid out on the last paycheck of the calendar year. There will be no unused paid time off carried over into the next year.

f) If an employee's accrued PTO has been exhausted, additional time off, if granted and as allowed by FMLA, will be unpaid. Negative balances of PTO are not permitted. Any employee who has exhausted PTO and is not eligible for FMLA, may be subject to disciplinary action up to and including termination for any further absences.

g) Upon retirement or resignation in good standing from Village service, employees who have worked at least six (6) months shall be paid for all accrued but unused PTO. Employees may not utilize planned PTO to extend an employee's last date of employment, nor may it apply towards the notice period, which is intended as a working notice period. Employees who are discharged or who quit without a minimum of two (2) weeks' notice shall forfeit their accrued PTO leave.

Family and Medical Leave (FMLA):

This policy outlines the federal and Wisconsin Family and Medical Leave Acts (FMLA) and applicable rights and obligations. Should this policy conflict with the federal or Wisconsin law, the provisions of the law shall control. The Department of Labor's summary of the federal law follows our FMLA policy.

- We administer this FMLA policy on a calendar year basis, except for military caregiver leave.
- Definitions of terms such as "serious health condition," "child," "parent," "spouse," and "domestic partner" are applied as defined in Wisconsin and federal law.
- Both Wisconsin and federal family and medical leave will run concurrently with each other and concurrently with any other leave available to you under our policies or collective bargaining agreements, and under federal or Wisconsin law, including worker's compensation, to the extent such leave qualifies for FMLA.
- Leave taken under this Policy will not result in any disciplinary action.

Eligibility for Leave:

- Wisconsin - You are eligible for Wisconsin family or medical leave if you have worked at least 52 consecutive weeks and have worked at least 1,000 hours (paid leave counts) in the 52-week period before leave begins.
- Federal - You are eligible for federal family and medical leave if you have worked at least 12 months (not necessarily consecutive) and have worked 1,250 hours (only actual hours worked counts) in the 12-month period immediately before leave begins.

Type and Amount of Leave available:

- Wisconsin FMLA:
    - Up to 6 weeks for the birth or adoption of a child, to begin within 16 weeks of the birth or placement;
    - Up to 2 weeks to care for a child, spouse, domestic partner, or parent (including parents of your spouse or domestic partner) with a serious health condition;
    - Up to 2 weeks for your own serious health condition;
    - Wisconsin Bone Marrow and Organ Donation Leave Act states you will receive up to 6 weeks as a bone marrow and/or organ donor upon written verification;

- Federal FMLA:
    - Up to 12 weeks of leave for:
        - the birth of a child and to care for the newborn within one year of birth;
        - The placement of a child for adoption or foster care and to care for the newly placed child within one year of placement;
        - To care for your spouse, child, or parent who has a serious health condition;
        - A serious health condition that makes you unable to perform the essential functions of your job.

- Military Caregiver Leave:

  You may take unpaid leave of up to 26 weeks to care for your parent, spouse, child or next of kin who is a covered service member and who sustains a serious illness or injury while on active military duty. This injury or illness must render the service member medically unfit to perform his or her military duties and for which the service member is undergoing medical treatment, recuperation or therapy, whether inpatient or outpatient, or is assigned to the temporary disability retired list. The maximum 26 weeks of leave to care for a service member includes, and is not in addition to, all other FMLA leave.

- Qualifying Exigency:

  Unpaid leave of up to 12 weeks may be taken by you for any "qualifying exigency" that arises because of your spouse, child or parent serving on active duty, or being notified of an impending call to active duty status to support a contingency operation. Federal FMLA regulations define a "qualifying exigency" to include such activities as attending certain military events, arranging for alternative childcare or school activities, addressing certain financial and legal arrangements, attending certain counseling sessions, time for the military member's rest and recuperation, and attending post-deployment briefings. You may be required to provide documentation to verify eligibility for leave, including providing a copy of active duty orders.

- Intermittent Leave:

  You may be allowed to take FMLA leave on an intermittent or reduced schedule basis within the parameters set by law. Only the amount of leave taken will count against leave entitlements. Please contact the Village Manager to discuss the parameters of intermittent or a reduced schedule leave.

- Pay During FMLA Leave:

  In general, both Wisconsin and federal FMLA leaves are unpaid. We may require you, or you may choose, to substitute paid leave (such as vacation days, sick leave, or compensatory time) for unpaid leave available under the federal FMLA; or, you may substitute any available accrued leave for unpaid Wisconsin FMLA.

- Notification of Your Need for FMLA Leave:

  - You must notify us of your need for FMLA leave. You should request leave in writing on forms provided by the Village Manager. The information you provide must be sufficient to allow us to determine that the leave qualifies for FMLA.

  - You will need to respond to our inquiries as needed so we may determine if an absence qualifies as FMLA. If you do not provide sufficient information to support a determination, the leave may be denied or delayed.

  - You need to provide 30 days advance notice of FMLA leave when the need is foreseeable. If that is not possible, or the leave is not foreseeable, you must provide notice as soon as possible. If you cannot give 30 days' advance notice for foreseeable leave, without a reasonable excuse for the delay, or otherwise fail to satisfy FMLA notice obligations, your FMLA leave may be denied or delayed.

- Medical Certification:

  - If leave is for your own serious health condition, the serious health condition of a covered family member, or a qualifying exigency, you may be required to provide a medical certification form completed by the health care provider. You must submit the certification form within 15 calendar days of the request. If you make a diligent good faith effort but cannot meet the 15 calendar day deadline, we will give you additional time to provide the certification. We may require you to provide updated medical certification forms periodically to the extent permitted by law.

  - If you do not provide the medical certification form as requested, your leave (or the continuation of your leave) may be denied or delayed until you provide it. If you never produce a requested certification, the leave is not FMLA covered and will not be protected by FMLA laws.

- Genetic Information Nondiscrimination Act (GINA) Notice:

  GINA prohibits employers and other covered entities from requesting or requiring your genetic information, except as allowed by law. Please do not provide any genetic information when responding to a request for a medical

certification. Genetic information includes your family medical history, the results of your or a family member's genetic tests, that you or a family member sought or received genetic services, and genetic information of a fetus carried by you or a family member or an embryo held by you for a family member receiving reproductive services.

- Insurance and Benefits:

  You may continue to receive health, dental and vision insurance coverage while on FMLA on the same terms as if you continued to work. You must continue to pay your share of the premiums through payroll deduction or by direct payment on the first of the month. Subject to COBRA, FMLA, and any other applicable laws, our obligation to maintain health, dental and vision benefits will stop if you inform us of your intent not to return to work at the end of the leave period, if you fail to return to work when your leave entitlement is exhausted, or if you fail to make required payments while on leave. You will continue to earn accrued benefits while paid leave is substituted for unpaid FMLA time off.

- Return to Employment:

  - When you return from FMLA for your own serious health condition, you must provide a return to work release signed by your treating physician showing you can return to duty with or without work restrictions. We will delay your return to work until it is received.

  - At the end of your FMLA leave, you will be returned to the position you held at the commencement of leave or, if the position is filled, to an equivalent position. The return to work entitlement will be no greater than if you had continued in employment without taking leave.

  - Under federal FMLA, the return to work entitlement does not apply to "key" employees. We will notify you regarding key employee status and its possible implications on job restoration at the time leave is requested.

  - You must notify your immediate supervisor if your return to work date changes. If you want to return to work before leave is scheduled to end, and work is available, you must notify us at least 2 work days prior to the desired return date.

  - If you do not return to work from an FMLA leave at the designated time, we will consider you to have voluntarily ended your employment, unless you were unable, because of an emergency, to notify us.

  - If your FMLA leave expires, and you remain unable to perform the essential functions of your position, your right under the FMLA to your job will end with the expiration of the FMLA leave period. You should contact the Village Manager to discuss options, which will take into consideration the

circumstances of your particular situation and any obligation to reasonably accommodate a disability if one exists as defined by applicable state and federal laws.

Military Leave:

A military leave of absence will be granted to employees who are absent from work because of service in the U.S. uniformed services in accordance with the Uniformed Services Employment and Reemployment Rights Act (USERRA). Advance notice of military service is required, unless military necessity prevents such notice or it is otherwise impossible or unreasonable.

Employees may request up to 1 week of partially paid military leave over any 1-year period. Upon presentation of satisfactory military pay verification data, military leave pay will be calculated on the employee's base pay rate times the number of hours the employee would otherwise have worked on the day of absence. The Village may also deduct the amount the employee may receive from the military from the pay we may provide.

The portion of any military leave of absence in excess of 1 week will be unpaid. However, employees may use any available PTO for the absence.

Health insurance benefits will be terminated at the end of the first full month of military leave. However, such employees and their dependents will be given the opportunity to elect to continue their health insurance benefits as required by USERRA and/or COBRA based on the length of the leave and subject to the terms, conditions and limitations of the applicable plans for which the employee is otherwise eligible. Employees or dependents making such elections will normally be required to pay up to 102% of the costs of the premiums for maintaining coverage through USERRA and/or COBRA.

Benefit accruals, such as PTO and holiday benefits, will be suspended at the end of the first full month of leave and will resume upon the employee's return to active employment.

Employees on military leave for up to 30 days are required to return to work for the first regularly scheduled shift after the end of service, allowing reasonable travel time. Employees on longer military leave must apply for reinstatement in accordance with USERRA and all applicable state laws.

Employees returning from military leave will be placed in the position they would have attained had they remained continuously employed or a comparable one depending on the length of military service in accordance with USERRA. They will be treated as though they were continuously employed for purposes of determining benefits based on length of service.

Jury or Witness Duty:

The Village of Harrison encourages employees to fulfill their civic responsibility by serving jury duty when required. Full-time employees may request up to 1 week of paid jury duty leave over any 1-year period. Jury duty pay will be calculated on the employee's base pay rate times the number of hours the employee would otherwise have worked on the day of absence. The Village will also deduct the amount the employee may receive from the court for serving jury duty from any jury duty pay we may provide.

If employees are required to serve jury duty beyond the period of paid jury duty leave, they may use any available paid time off (for example PTO benefits) or may request an unpaid jury duty leave of absence.

Employees must show the jury duty summons to their supervisor as soon as possible so the supervisor may make arrangements to accommodate their absence. Of course, employees are expected to report for work whenever the court schedule permits.

The Village or the employee may request an excuse from jury duty if in the Village's judgment the employee's absence would create serious operational difficulties.

The Village will continue to provide health insurance benefits until the end of the first full month of jury duty leave. At that time, employees will become responsible for electing COBRA continuation and paying the full costs of these benefits if they wish coverage to continue. When the employee returns from jury duty, benefits will again be provided by the Village according to the applicable plans.

Benefit accruals, such as PTO or holiday pay, will similarly be suspended at the end of the first full month of jury duty leave and will resume upon return to active employment.

Employees summoned for witness duty shall notify their supervisor as soon as possible. Employees will be allowed unpaid time off or must use vacation. The Village will pay for time off for witness duty if the employee is being called by the Village for a case.

[this space has been intentionally left blank]

Funeral Leave:

Full-Time employees are allowed paid leave for funeral/bereavement as follows:

Relation	*Number of Days*
Spouse, parent, parent of spouse or child (includes stepchild(ren)) Brother, Sister	3 consecutive days
Brother In-law & Sister-In-Law Son–in-law and Daughter-In-Law Grandparents Grandchildren Aunts, Uncles, Nieces, Nephews, Pallbearers	1 day

Lactation Policy:

Reasonable break times are granted to nursing mothers who desire to express milk while at work. The space provided will meet all the privacy requirements of the law and will not be in a restroom. Please contact the Village Manager to make arrangements concerning times and locations.

Voting Leave:

If you are eligible to vote, you may take up to 3 consecutive hours of leave on Election Day for the purpose of voting. You can use vacation, or compensatory time, or choose to take the time unpaid. You must notify your supervisor when you intend to vote prior to Election Day.

Leave Without Pay:

Full-Time Employees, who wish to absent themselves from employment for any reason not specifically provided for elsewhere in this manual, must make a written request for an unpaid leave of absence from the Village. The Village has the right to deny such requests due to organizational needs, staffing levels, workloads, etc.

All requests for leave of absence under this provision shall be made in writing at least thirty (30) days prior to the start thereof. In the event of emergency conditions, a shorter notice may be accepted.

An unpaid leave of absence will generally not exceed three (3) months but may be renewed upon approval of the Village Board. Upon conclusion of an unpaid leave of absence, the Village will attempt to return the person to the same or similar job, if possible. The Village will try to reinstate employees returning from such leave but cannot guarantee

reinstatement in every case. If, on the date following expiration of the leave of absence, an employee has not returned to work and no extension was granted, the employee shall be considered to have resigned from the Village of Harrison.

The granting of such leaves of absence is at the discretion of the Village Manager and the length of time for the leave shall be contingent upon the reasons for the request. All sick leave and vacation time must be exhausted before a leave of absence for medical reasons may be approved.

If the leave of absence is for medical reasons, the Village shall pay the medical insurance premium for said employee for three (3) calendar months, unless extended as discussed above, succeeding the month in which the leave began. The employee will be responsible for the employee contribution of the medical premium. The employee may choose to utilize PTO in a scheduled pay period to pay for their contribution to health benefits and any taxes owed, or they have the option to remit payment to the Village of Harrison for the employee portion of the health insurance premium. If after three (3) months of medical leave of absence, the employee shall have the option to continue employee health benefits at the employee's expense.

If said leave of absence is for non-medical reasons, the Village shall pay the medical insurance premium for the balance of the calendar month in which the leave began. Beginning the following month, the employee will have the option to continue employee health benefits at the employee's expense.

[this space has been intentionally left blank]

EMPLOYEE BENEFITS

Employees should refer to the plan documents specific to each benefit and note the plan documents supersede anything in the employee handbook.

Medical, Dental and Vision Insurance:

- Upon election by the employee, all full-time employees may participate in the Village medical, dental and vision insurance plans. The premiums shall be paid as determined annually by the Village Board. An employee is eligible for medical, dental and vision coverage beginning the first of the month following their date of hire.

- Coverage shall be extended to the employees and their dependents to the extent allowed by the policy.

- No compensation or other consideration shall be afforded to the employees who elect not to participate in the medical or dental insurance plans provided.

- Termination

    - Under the Consolidated Omnibus Reconciliation Act (COBRA), the Village must offer continuation coverage in certain circumstances where coverage would otherwise terminate. If an employee chooses continuation coverage, they must pay 100% of the premium plus an administrative fee. Employees who wish to learn more about COBRA rights they may have, should consult their plan document.

- The Village retains the right to modify the terms of the insurance, the carrier and the premium payment at any time.

Medical Insurance for Part time employees:

Any employee working at least 30 hours weekly on a continual basis may be offered medical insurance coverage. The Village may pay a certain % of the premium with the employee responsible for the balance. The employee portion will automatically be deducted from their paychecks.

Group Life Insurance:

- All full-time employees will be provided with a term life insurance policy.

- The coverage shall be consistent with the provisions of the plan and shall be as determined by the Village Board.

Short Term Disability:

The short-term disability benefit provided by the Village of Harrison is an employer-funded plan providing income replacement for employees unable to work due to illness, pregnancy or injury.

Eligibility: A regular, full-time employee effective the first of the month coinciding with or next following the day the person becomes eligible. An employee receiving workers' compensation or disability pay under any state or federal plan is ineligible for this benefit. To be eligible for continued disability benefits, the employee must not engage in outside employment and is expected to avoid activities that may delay recovery and return to work.

Medical Certification: The employee must provide medical certification of the disability that includes the start and expected end date of the disability. This certification must be submitted to human resources, who will review the certification and make a determination on benefit qualification.

Benefit Payment: The short-term disability benefit payment is 60 percent of the employee's base weekly wages or salary calculated on average earnings in the previous six months, to a maximum benefit of $1,000 per week. The benefit may be paid for a maximum of 13 weeks per calendar year.

The Village of Harrison shall pay the medical insurance premium for said employee for 13 weeks succeeding the month in which the leave began. The employee will be responsible for the employee contribution of the medical premium. If the leave crosses into a new calendar year, the employee shall be responsible by year end to submit payment for insurance premiums to the Village of Harrison.

Return to Work: The employee must return to work as soon as permitted by his or her health care provider. The employee must submit a fitness-for-duty clearance (if applicable) to human resources. An employee whose absence has been designated as Family and Medical Leave Act (FMLA) leave is eligible for reinstatement as provided by the FMLA.

Long Term Disability:

The long-term disability benefit provided by the Village of Harrison is an employer-funded plan providing income replacement for employees unable to work due to illness, pregnancy or injury.

Eligibility: A regular, full-time employee effective the first of the month coinciding with or next following the day the person becomes eligible. This benefit begins after 26 weeks of disability. An employee receiving workers' compensation or disability pay under any state or federal plan is ineligible for this benefit. To be eligible for continued disability benefits, the

employee must not engage in outside employment and is expected to avoid activities that may delay recovery and return to work.

Medical Certification: The employee must provide medical certification of the disability that includes the start and expected end date of the disability. This certification must be submitted to human resources, who will review the certification and make a determination on benefit qualification.

Benefit Payment: The long-term disability benefit payment is 60 percent of the employee's base monthly wages or salary calculated on average earnings in the previous six months, to a maximum benefit of $5,000 per month. The benefit duration will not accrue beyond the longer of: the Duration of Benefits or Normal Retirement Age; specified in our long-term disability policy.

Retirement:

- The Village of Harrison participates in the Wisconsin Retirement System. The Village pays the employer's portion of the contribution rate and the employee pays the employees' portion of the contribution rate. A description of the WRS, its benefits and contribution requirements is available by contacting the WRS.

- The Village of Harrison offers employees the option of participating in the Wisconsin Deferred Compensation program. Participation is optional and paid in full by the employee. Deferred compensation monies will be deducted bi-weekly from the employee's paycheck. If an employee requests a change in deferred compensation status, they should notify payroll as soon as possible.

Service Award Program (SAP):

SAP is the retirement program for Volunteer Fire and Rescue Department members. The Village contributes annually to each member's account; this amount is matched by the State of Wisconsin. The SAP program includes a death and disability benefit as well.

COBRA:

The Consolidated Omnibus Budget Reconciliation Act (COBRA) gives you and your qualified beneficiaries the opportunity to continue insurance coverage under our plans when a "qualifying event" results in the loss of coverage. Under COBRA, you or your dependents pay the full cost of coverage at the group rates plus an administration fee. We provide written notice of COBRA rights and obligations when a qualifying event occurs.

Mileage:

When you must use your personal vehicle to travel as part of your duties from the work place to a destination other than home, you will be reimbursed for authorized travel at the current rate established by the Internal Revenue Service (IRS). Employees seeking mileage reimbursement are required to provide evidence of insurance on their personal vehicle at least annually or as requested by the Village Manager.

Training/Conference/Seminars:

Employees may be granted leave of absence from their regular duties with pay to attend professional conferences, participate in training courses and sessions that are specific to their work. Such leave with pay may be granted provided the employee is not being compensated by any other source during the period of absence.

Travel expenses, lodging, conference fees, tuition and similar expenses incurred during such leave may be paid in whole or part by the Village provided such fees are not paid by other sources.

All administrative leave must be approved in advance by the employee's supervisor. Those leaves that involve an overnight stay must be approved by the employee's Department Head.

Pay – Hourly (Non-Exempt):

The Village will pay for time attending such events but, since the Village cannot control the duration, location and resulting travel time to these events, the Village will pay using the Training/Conference/Seminar procedure. (see Department Head with questions)

Travel Reimbursement:

The Village shall reimburse an employee for actual, necessary and reasonable travel expenses incurred while on official authorized Village business. All such travel must be authorized by the Department Head in order to be eligible for reimbursement. Department Heads shall approve only travel expenses approved by the Village Board as included in the annual budget. Expenditures beyond the amount budgeted shall require the approval of the Village Manager.

Employees shall be required to complete a travel expense report before reimbursement will be made. Receipts are required for air, train, bus, lodging, and conference registration. Commuting expense between employee's residence and his/her normal place of employment is not reimbursable.

Lodging Expenses:

- Employees should make every attempt to secure lodging through the Village prior to booking on their own.

- The lodging charge should be in line with the average cost of a single room in that location. If the rate is out of line for the locality you are visiting, you should attempt to secure accommodations which are more in line with prevailing commercial and tourist rates. When securing lodging, employees should ask for the government rate. Many hotels have a special rate for government employees and require some type of government identification. Often it is necessary to guarantee hotel reservations. However, if an employee's plans change, notification should be given to the hotel in time to prevent the charge when possible. Employees should observe hotel check-out hours in order to avoid a charge for the day of departure.

- To protect yourself against overcharges, it is recommended you have a definite understanding in advance concerning the required length of stay and the rate to be paid.

- Lodging expenses must be supported by the original machine printed receipts, which are furnished by most hotels and motels, or an original handwritten receipt. The travel expense report cannot be paid without this receipt.

Meals

- If the conference/seminar includes meals, the employee will not be reimbursed for those meals.

- The allowance for meals should represent actual and reasonable costs expended for your own meals. It should take into consideration the locality in which the meal is obtained. Tips are reimbursable at 15% of the meal cost.

- Reimbursement for meals will be allowed on trips which do not necessitate an overnight stay only on the following conditions and if reasonable travel time is required:

    - Breakfast, provided the employee leaves home before 7:00 a.m.

    - Lunch, provided the employee leaves headquarters before 10:30 a.m. and returns after 1:30 p.m.

    - Dinner, provided the employee returns to home after 7:00 p.m.

- No reimbursement will be made for the cost of alcoholic beverages.

Village Owned Vehicles:

- The employee must drive carefully and observe all traffic laws and regulations, and be personally responsible to pay any fine or penalty for traffic or other violations.

- Employees should make all efforts to carpool whenever possible.

Public Transportation:

Transportation expenses incurred on necessary trips away from the Village are reimbursable regardless of the type of transportation used. In general, travel by public transportation (railroad, bus, or commercial airplane) should take preference if it is convenient and not too time consuming.

Air travel:

Reimbursement for air travel shall be limited to the fare for the lowest class reasonably available. The passenger coupon of the airline ticket shall be attached to the travel expense report. For other modes of travel, attach available receipts for tickets that have been purchased. Expenses for travel cannot be paid without this receipt. Insurance coverage for employees traveling by air is not allowable as a reimbursable expense. If reimbursable mileage results in transportation costs less than the air fare, reimbursement shall be at the lesser amount. Reimbursement for use of an employee's private aircraft is not allowed.

Use of Privately-Owned Automobiles:

The use of personal automobiles for out-of-town travel is to be limited to trips for short distances and situations where other modes of transportation involve excessive loss of time or where use of a common carrier is not otherwise practicable. Employees who are authorized to use their personal automobiles for Village business will be reimbursed at the rate prescribed by the Village auto mileage policy.

- An employee who operates a personal vehicle for Village business must provide proof of Liability Insurance. This requirement shall not be waived. The insurance on the vehicle shall be primary to any Village insurance coverage. Employees must provide a current copy of their Personal Auto Declarations page upon request in order to receive mileage reimbursement. Only automobiles as outlined in this policy are eligible for mileage reimbursement. Village insurance may pay up $500 towards deductible for a covered claim.

- The mileage allowance is reimbursable without regard to the number of passengers you may have with you. Department Heads should exercise careful supervision and endeavor to consolidate travel crews in as few automobiles as possible.

- In addition to mileage, the employee shall be reimbursed for overnight parking at hotels and road tolls.

- If mileage is allowed to the operator of a privately owned automobile, the employee should travel by the most direct route. Any person traveling by another route without adequate justification shall assume any additional expense incurred. Employees are also not covered by Worker's Compensation when pursuing personal activities.

- Charges for gasoline, oil, lubrication, repairs, antifreeze, tires, tire repair, towing and other similar expenditures will not be allowed as reimbursable expenditures when privately owned cars are used. It is required that Village employees on official business, driving personal autos, will be adequately protected by their own personal liability and property damage insurance. The Department Head should assure himself/herself on this point and insist on the use of Village-owned vehicles if the absence of such protection is known.

- Mileage allowance will be paid for business travel within the Village via the auto mileage policy.

- The only exception to the foregoing should be in cases where an employee combines a personal vacation with a business trip. In these cases, the allowance for the use of a personal automobile shall not exceed the lowest cost of the most practical means of public transportation between such points. Because of the time loss involved in traveling by bus and railroad, this is generally interpreted to mean the cost of coach air fare. In addition, reimbursement for meals and lodging shall not exceed what would ordinarily have been required if the most practical form of public transportation had been used.

Registration Fees:

Receipts are required for registration fees for conferences, conventions, seminars, etc. Convention brochures or schedules with a breakdown of convention costs should be attached to the travel expense report. It should show:

- Actual dates of the conference, convention or seminar.

- Breakdown of specific meals which were included with the registration fee.

Non Travel Expenses:

Receipts will be required for all miscellaneous and non-travel expenditures in excess of $10.00 that are included with your travel expense report.

Travel Authorization:

All travel must be pre-authorized.

Traveling with a Spouse:

There is no objection to an employee inviting his/her spouse to travel with him/her on official Village business. No expenses for the travel by the spouse will be reimbursable. With respect to the cost of lodging, the amount reimbursable will be equal to the single room rate. The hotel clerk should be asked to write the single room rate on the receipt.

Cash Advance:

Travel advances for specific periods of time to employees traveling on Village business shall be authorized. In no event can the amount of the advance exceed the expected out-of-pocket expenses and no travel advance will be granted under $100.00. This request should follow the regular procedure of any voucher submitted for payment.

Responsibility:

Compliance with these regulations is the responsibility of both the employee and the employee's direct supervisor. The Department Head, by signing the expense report, agrees the trip was necessary and the expenses shown are reasonable.

Preparation of Travel Expense Report:

All individuals should prepare their expense reports from daily receipts. All information required should be supplied. Receipts and other required supporting documents should be stapled to the upper left hand corner of the detail side of the expense report. Verify all computations and indicate travel advances, including prepaid lodging and registration fees, etc., should be deducted from the amount due you. Your expense report should be signed in the space provided before submission to your Department Head or designee.

Travel expense reports (original) shall be filed with the Finance Department within ten working days upon return to work by the employee.

Employee Assistance Program:

All full-time employees, part-time, Fire and Rescue Department volunteers and their family members are eligible to participate in the Village's employee assistance program (EAP). The EAP provides resources to assist employees and their families in resolving personal problems in a confidential manner. Services provided include assessment, counseling, referral, training

and support. This program is provided at no cost to the employee or their family. Contact information for the EAP can be found in Appendix A of this manual.

Education Reimbursement:

Full-Time administrative employees are eligible for reimbursement of the cost of tuition, lab fees, books, materials and other miscellaneous fees indicated to educational pursuit. These costs must be approved by the employee's direct supervisor and the Village Manager. Specific guidelines for Education Reimbursement can be found in Appendix B of this manual.

CDL Reimbursement:

The Village of Harrison will reimburse employees for the cost of their CDL license when it is due. A receipt for the CDL license fee must be turned in to receive reimbursement.

Clothing and Work Boot Allowance:

The Village of Harrison provides the Public Works, Harrison Utilities Operators, Fire Department, full-time office staff and part time employees with village logo embroidered clothing. See Appendix C for full policy.

All full-time Public Works employees and Harrison Utilities Operators are required to wear safety boots during all work hours. Safety boots are to be reimbursed through the clothing allowance provided to each employee. A receipt for boot purchase must be turned in to receive reimbursement.

Worker's Compensation:

If you become ill or injured because of your job, worker's compensation benefits may cover you. You must notify your supervisor or the Village Manager immediately of any accidents, injuries or illnesses, and secure any necessary medical attention immediately.

[this space has been intentionally left blank]

EMPLOYMENT POLICIES

Bulletin Boards:

Bulletin boards are used to inform you of important developments and legal rights. They are used only for official notices or announcements that are approved by the Village Manager. You must familiarize yourself with the information communicated on the bulletin boards.

Code of Ethics/Conflicts of Interest:

Employees are expected to use good judgment, adhere to high ethical standards, and avoid situations that create an actual or perceived conflict between your personal interests and those of the organization. We expect the transactions you take part in are ethical and within the law, both in letter and in spirit. There is no way to develop a comprehensive detailed set of rules to cover every business situation. We require you to act ethically when performing your duties so your actions will reflect positively on you and on us. You must comply with all local, state, and federal laws.

Village policy and state law prohibit employees from engaging in the following conduct:

- Soliciting or receiving from any person or acting as a mediator for any fee, gift, or other thing of value in the course of your work, when such fee, gift, or other thing of value is given in the hope or expectation of receiving a favor or better treatment than that accorded any other person.

- Threatening or attempting to use or using political influence, or giving or being in any way involved in giving any money or any other thing of value in return for appointment, promotion, transfer, leave of absence, change in pay or other tangible employment benefit.

- Engaging in political activity by making use of your position to further the candidacy of any person or engaging in political work during regular work hours. Nothing in this section shall be construed to interfere with your right to become a member of a political club, to attend political meetings, to express your opinion on political subjects, and to enjoy freedom from all interference in casting your vote.

- Accepting anything of value from any person, business, or organization if it may be viewed as a reward for any official action or inaction taken by you. State law also prohibits any local public official or public employee from accepting anything of value if it could reasonably be expected to influence your official actions or independent judgment.

Speak with your supervisor or the Village Manager regarding questions, concerns or issues addressed in or related to this policy.

Confidential Information:

Employees may have access to confidential Village of Harrison, resident, personnel or other sensitive information as a part of their job duties. The protection of confidential information is vital to our interests, and to the interests of our employees and citizens. You shall not disclose any confidential information to any Village of Harrison personnel who does not have a legitimate business need to know such information, or to any persons outside the Village of Harrison, without the authorization of the Village Manager. If you receive a request for information you know or should know is confidential, whether you are on or off duty, you will direct the person asking for the information to the Village Manager. Should employees improperly use or disclose confidential information, they will be subject to disciplinary action.

Driving Requirements and Practices:

The following policies cover operation of the Village of Harrison vehicles and personal vehicles used in performing your job. We reserve the right to make specific decisions regarding your ability to drive based on the particular circumstances of the situation.

- Employees assigned Village of Harrison owned vehicles are to use those vehicles for official business only; we do not permit personal use.
- Employees are to follow safe driving practices and will comply with all federal, state and local laws governing operation of motor vehicles and rules of the road. This includes taking all steps to ensure your total concentration and safe operation of vehicles. In addition, the following rules apply:
- Smoking is prohibited in any Village of Harrison vehicle; there are no exceptions to this policy.
- While the vehicle is moving there will be no manipulating radios, telephones, tablets, or other equipment. Employees will not talk on cell phones while the vehicle is moving, unless using a hands-free device or an emergency renders the use of such device impractical.
- Employees will not take their eyes off the road while the vehicle is moving.
- Employees will not operate a vehicle when their ability to react is impaired.
- Employees will not text in any manner on a cell phone, smart phone, tablet, or other device.
- Employees must keep headlights and seat belts on at all times.
- Employees must abide by all provisions of the Drug-Free and Alcohol-Free Policy in this handbook.
- Employees must maintain an acceptable driving record to drive for your job. You must report all infractions or violations incurred while driving, whether during work

time or personal time, to the Village Manager. We will also check driving abstracts through the Department of Motor Vehicles.

- Employees must get permission from your department head or the Village Manager to use your personal vehicle to travel for your job. If you use your personal vehicle, you must carry insurance coverage as required by Wisconsin law. You must submit a copy of your insurance card to the Village Manager annually or when your insurance coverage changes.

- Notify a supervisor immediately when a Village of Harrison vehicle is inoperable, unsafe, or damaged.

- You are responsible for all Village of Harrison vehicles you operate, and you shall not permit any non-employee to drive them.

- <u>If you are involved in an accident:</u>

    - Stay at the scene and turn on the four-way flashers;

    - Immediately contact law enforcement <u>and</u> your supervisor, department head, or the Village Manager;

    - When requested, give your name, address, Village of Harrison affiliation and show your driver's license and proof of insurance to the other party and law enforcement personnel;

    - Upon return to work, obtain and complete all necessary worker's compensation and incident report forms from your supervisor or administration.

<u>Drug-Free and Alcohol-Free Workplace</u>:

The Village will maintain a drug-free and alcohol-free workplace. Accidents, injuries, absenteeism, decreased productivity and property damage can result if you are under the influence of drugs, alcohol or other substances at work.

- <u>Conduct and Discipline:</u> A violation of the following rules may result in disciplinary action or termination:

    - Employees are prohibited from using, possessing, manufacturing, selling, distributing, purchasing or dispensing alcohol or controlled substances/illegal drugs or drug paraphernalia on Village of Harrison property, while performing your job duties or engaged in a Village of Harrison-sponsored activity, or while on Village of Harrison business.

    - Employees are prohibited from reporting for or remaining on duty or performing assigned job duties while under the influence of alcohol or a controlled substance/illegal drug, or having the prohibited level of alcohol or

an illegal drug/controlled substance in your system as indicated by a positive test result.

- Employees may not bring or consume any prescription drugs that are not prescribed for you, or impair your ability to do your job. You must notify your supervisor or the Village Manager before engaging in any work if your prescription medication could affect job performance and/or safety.

- Criminal convictions for manufacturing, distributing, dispensing, possessing or using controlled substances/illegal drugs must be reported in writing to the Village Manager no later than 30 calendar days after such conviction.

- If an employee refuses to submit to a drug and/or alcohol test when directed to do so under circumstances consistent with this policy, they will be immediately placed on suspension pending investigation. Employees may not engage in any conduct that prevents completion of a test, or provide false information when tested, or attempt to falsify a test result.

- Employees may not use any alcohol within 8 hours following an on-duty accident.

- Employees must comply with requirements for treatment, after care, and return to duty, if applicable.

- Employee Assistance Program (EAP):

  Employees are encouraged to voluntarily seek professional, confidential assistance for alcohol and drug problems. Contact and other information for the EAP provider is located in Appendix A. You are also encouraged to utilize any programs offered by our insurance programs.

  The Village will require drug and/or alcohol testing under the following circumstances:

- All Public Works employees will be required to participate in the DOT Drug/ Alcohol testing program. The Village's program follows all DOT rules and regulations for testing. A copy of DOT rules and regulations can be viewed upon request.

- New full-time employees, fire fighters and first responders will be required to submit and pass drug/alcohol testing upon hire. All employees may be subject to drug/alcohol testing for reasonable suspicion or due to an accident.

  - Pre-Employment: Drug testing is part of the evaluative procedure for new and returning employees and will be conducted upon a conditional offer of employment.

- Reasonable Suspicion: Employees will be required to test if there is a reasonable suspicion they are impaired, under the influence of, or have drugs or alcohol in their system. "Reasonable suspicion" means observations of objective facts sufficient to lead a prudent person to conclude they may be under the influence or have a prohibited substance in your system.

- Post-Accident/Work Related Incident: We may require drug or alcohol testing following a work-related incident/accident.

- Random: Drug testing may be required on a random basis for those in any safety- sensitive positions.

- Return-to-Duty: Any employee found to have violated this policy and who is allowed to return to work will be required to test prior to returning to duty, and then randomly thereafter, for a one-year period.

Notwithstanding any provision herein, this policy will be enforced at all times in accordance with applicable laws.

Emergency Closings:

When the Village Manager decides to close the Village of Harrison facilities due to an emergency like severe weather, fires, or power failures, several steps typically follow:

1. **Announcement**: The closure decision is communicated through various channels such as the village website, and social media platforms.

2. **Operational Adjustments**: Staff and departments are notified about the closure. Emergency protocols are activated to ensure essential services are maintained or managed effectively.

3. **Safety Measures**: Measures are put in place to ensure the safety of both employees and residents. This might include securing facilities, checking emergency supplies, and coordinating with emergency services.

4. **Rescheduling and Communication**: Any events, meetings, or services that were scheduled during the closure period are rescheduled or canceled. Residents are informed of any changes or rescheduling details.

5. **Updates**: Continuous updates are provided as the situation evolves. The Village Manager or designated spokesperson will keep the public informed about the reopening status and any further instructions.

These steps help ensure the community remains informed and essential services are managed effectively during emergencies.

Employees may elect to use accrued leave time to cover lost hours. If you choose not to use accrued leave time, or if you do not have any accrued time, the hours missed will be unpaid. If you cannot report to work due to the weather, you may substitute accrued time to compensate for hours not worked, otherwise, the time off will be unpaid.

Employee Conduct:

To ensure orderly operations and provide the best work environment, the Village expects employees to always conduct themselves in a manner that is respectful and will protect the interests and safety of all employees and the organization. This handbook cannot address every conceivable circumstance that may arise. We consider all of our employees to be professionals, and you are expected to exercise responsible judgment.

We reserve sole discretion to determine when certain behaviors, conduct, decisions, etc. are inappropriate, even if they are not expressly prohibited or addressed in this handbook. The consequences for any infraction will depend on all relevant circumstances and may include discipline or termination as we determine appropriate.

It is not possible to list all the behavior that is unacceptable. The list below is illustrative and not intended to be all-inclusive. These are examples of infractions that may result in disciplinary action or termination:

- Any form of theft, dishonesty or inappropriate removal, use or possession of property;
- Falsification of timekeeping or other records or documents;
- Any form of violence;
- Verbal or physical abuse, discourteous, disrespectful, insulting or inflammatory language or conduct, or any other form of behavior that could be deemed “bullying” towards another person;
- Negligence or improper conduct leading to damage of Village of Harrison-owned property or property belonging to others, or injury to another person;
- Insubordination or other failure to follow directives or instructions;
- Violation of safety or health rules;
- Smoking in prohibited areas or Village of Harrison-owned buildings, equipment or vehicles;
- Possession of dangerous or unauthorized materials, such as explosives or firearms;

- Unacceptable attendance record;
- Unauthorized use or misuse of telephones, mail system, computers, social media or other Village of Harrison-owned equipment;
- Unsatisfactory or inappropriate performance or conduct;
- Violation of any other policies/rules in this handbook.

- Corrective Action: The purpose of corrective action is to eliminate inappropriate conduct, violation of policies, improper behavior or performance problems. Corrective action may include, but is not limited to, oral or written warnings, suspensions without pay, work restrictions, job transfers, termination or any other form of discipline, counseling or correction deemed necessary under the circumstances. The specific measures taken will depend upon the nature and severity of the conduct and the surrounding circumstances.

Employee Information:

It is important you notify the Village Manager and Human Resources of any change in your personal information, including any changes in name, mailing or email address, phone number, marital status, dependents, beneficiary designations, and emergency contact information.

Employment of Family Members or Close Friends:

While it is not prohibited to have immediate family members working for the Village, spouses/relatives cannot hold a position where they would report to one another or hold a position of strong influence over each other. For purposes of the section, immediate family is defined as wife, husband, sister, brother, child, grandchild, guardian, mother, father, mother-in-law, father-in-law, son-in-law, daughter-in-law, sister-in-law and brother-in-law. This section does not apply to elected officials, contractors, subcontractors, temporary part-time, seasonal employees, volunteers, and paid-on-call employees.

Grievance Procedure:

Purpose and Scope: This grievance procedure implements the provisions required by Wisconsin Statute Section 66.0509(1m). Nothing in this policy is intended to create a legally binding contract or to change the at-will nature of employment with the Village of Harrison.

- This grievance procedure applies only to issues concerning workplace safety, discipline and termination.
- For purposes of this policy, “workplace safety” means conditions of employment affecting physical health or safety, safe operation of workplace

equipment and tools, personal protective equipment, and workplace violence. "Workplace safety" does not include general working conditions unrelated to physical health and safety, such as hours, overtime, leaves of absence, work schedules, breaks, vacation, performance reviews, compensation, etc.

- For purposes of this policy, "termination" does not include layoff, workforce reductions, voluntary terminations including resignations and retirements, job abandonment, end of employment because of disability, lack of qualifications or licensure or other inability to perform job duties, and any other cessation of employment not involving involuntary termination.

- For purposes of this policy, "employee discipline" shall include any employment action that results in an unpaid disciplinary suspension, disciplinary reduction in pay or benefits, or disciplinary demotion; it includes verbal and written warnings. It shall not include plans of correction or performance improvement, performance evaluations or reviews, documentation of employee acts and/or omissions, counseling, coaching, meetings, or other pre-disciplinary action, administrative suspension with pay, administrative suspension without pay pending investigation of alleged misconduct or nonperformance, non-disciplinary wage, benefit or salary adjustments, or any other action taken for non-disciplinary reasons.

- Every reasonable effort should be made by supervisors and employees to resolve questions, problems and complaints together. Thus, you should first discuss any issues concerning the subjects covered by this grievance procedure with your immediate supervisor.

- If the complaint is not resolved by your immediate supervisor, you may file a written grievance with the Village Manager no later than 7 workdays from the date you first knew, or should have known, of the condition or circumstance giving rise to your grievance. If the complaint involves the department head, submit the complaint to the Village Manager.

- The written grievance must include your name, job title, a statement of the grievance, the date of the event or circumstances giving rise to your grievance, identification of the policy/procedure/rule that is being challenged, your signature and date. Grievance forms are available from Administration.

- The department head may schedule a meeting with you and other relevant parties, but this meeting must occur within 10 workdays of the department head's receipt of the grievance. The department head will provide a written response within 10 workdays of receiving the grievance or within 10 workdays of the meeting. These same time requirements apply if the grievance is being considered by the Village Manager.

- The written decision of the department head shall be final unless you file a written request for review with the Village Manager no later than 5 workdays of the date from the written decision. The Village Manager may schedule a meeting with you and other relevant parties, but this meeting must occur within 10 workdays of receiving the request for review. The Village Manager will provide a written response within 10 work days of either receipt of the request for review or the date of the meeting, whichever is later. If the Village Manager has already reviewed the matter as set forth above, the provisions of this paragraph do not apply, and the next step is before an impartial hearing officer.

- The written decision of the Village Manager shall be final unless you file a written request with Human Resources no later than 5 workdays after the date of the written decision, requesting a hearing before an impartial hearing officer (IHO) selected by us. The IHO shall not be a Village of Harrison employee. The hearing shall be held as soon as practicable.

- The hearing shall be transcribed only if one or both parties agree to bear the cost. Witnesses may provide oral information if they are present, but written witness statements in lieu of a personal appearance are prohibited. Written documents may be submitted.

- The IHO will determine which witnesses may speak and which documents will be accepted. The hearing is to be informal, and the rules of evidence do not apply; however, no factual finding can be based solely on hearsay. There shall be no discovery. The IHO may request oral or written arguments. The IHO may also decide a hearing is not necessary, and he or she can make a decision solely on submission of written documents.

- The sole question to be answered by the IHO is whether our decision was arbitrary and capricious. The grievant shall bear the burden of proof. The IHO must sustain or deny our decision; the IHO does not have the authority to modify the decision, nor to grant, in whole or part, the specific request of the grievant. The IHO shall provide a written decision within 30 calendar days of the hearing date or final submission of written documents.

- The decision of the IHO shall be final unless the grievant or the Village of Harrison files with the Clerk's office a written request for review by the Village of Harrison Board no later than 5 workdays from the date of the IHO's written decision. The Village Board shall review the matter as soon as practicable. Only the issues raised before the IHO may be appealed to and considered by the Village Board. The Village Board shall not hear from any witnesses or take any additional documents or any other evidence, but rather will limit its review based on the written record before the IHO. The Village Board is not to substitute its judgment for that of the IHO, but rather will

limit its determination to whether a rational basis exists for the IHO's decision. A simple majority vote of the Village Board shall decide the appeal. The Village Board decision shall be final and not subject to any further review.

- Failure of the grievant to process a grievance within the time limits, or pursuant to agreed-upon written extensions, shall constitute a termination of the grievance; it shall not be processed any further and cannot be re-filed. Our failure to meet the timelines shall cause the grievance to automatically move to the next step.

- All expenses incurred by either party in investigating, preparing, presenting or responding to a grievance shall be borne by the party incurring the expense. The cost of the IHO shall be borne by us.

Medical Privacy Policy:

We strive to protect personal and medical information of our employees and have adopted the following practices:

- Access is limited to the Village Manager, who is committed to taking all measures to ensure confidentiality.

- Medical records are not to be kept in any other location and are not to be kept by individual supervisors or department heads. All medical documentation is to be sent to the Village Manager, and no copies are to be retained in paper or electronic formats by any other person or department.

- Disclosure is limited to legitimate business purposes, such as administration of benefits, reasonable accommodation decisions, medical leave determinations, and any other purpose mandated by law.

- The Village limits disclosure of medical information to supervisors on a need to know basis when necessary to disclose a staff member's need for time off, work restrictions or needed accommodations.

- Under Wisconsin Statutes § 103.13, employees can request to see their medical records in accordance with the provisions outlined in that section.

Municipal Property:

Personal use of Village of Harrison resources, such as equipment, tools, physical spaces or buildings, and other items for personal reasons is prohibited. If you are contemplating the personal use of a Village of Harrison resource for a reason you believe is justified, you must get the written permission of the Village Manager prior to using the resource.

Cell Phone Policy:

The purpose of this policy is to provide a set of guidelines governing the provision and use of cellular telephones/smartphones for Village employees and Board members. This policy applies to all employees of the Village and Harrison Utilities. It also provides cell phones to the Village President if they desire one. See Appendix D for full policy.

Personal Use of E-Mail, Internet and Computer Equipment:

Access to the Internet is a privilege, not a right. Access entails responsibility. Users are responsible for their behaviors and communications when using Village equipment and systems and are expected to exercise common sense and good judgment.

Any use of the Village's equipment and systems is considered consent by the user to have his/her use monitored by the Village at its sole discretion with or without prior notice to the user. The use of private passwords or access codes shall not be considered a user's withdrawal of consent of such monitors. This policy is to ensure employees have no expectation of privacy in regard to electronic communications, computers, internet use or data.

No computer hardware, software, peripheral equipment, documentation or data shall be removed from Village premises without express permission from the Village Manager. All communications and information transmitted by, received from, or stored in the Village's system are Village records and the property of the Village.

The Internet and Email systems shall only be used by Village employees in the performance of their jobs. The limited use of the Internet and Email for personal purposes is permitted to the extent such use does not compromise employee productivity or interfere with the conduct of Village business. Employees may not use Village equipment or systems for self-employment, employment with another employer or for activities resulting in profit to the employee.

Employees may not use the Village's resources to pay additional access or subscription fees without the authorization of the Village Manager. Employees should expect no privacy with respect to use of computers; this lack of privacy also extends to any purely personal use employees may make of Village systems.

The following are prohibited activities:

a) Jeopardizing the security of the Village's systems;
b) Gaining unauthorized access to Village systems or records, remote computers or other systems;
c) Using someone else's code or password without authorization;
d) Enabling unauthorized third parties to have access or to use the Village's systems;

e) Opening misaddressed E-mail;
f) Illegal activities;
g) Conducting non-work related private business;
h) Participating in any gambling activities;
i) Visiting pornographic sites;
j) Engaging in political activities;
k) Transmitting or creating comments/images that would offend on the basis of race, gender, national origin, sexual orientation, religion, political beliefs or disability, or would otherwise violate the Village's harassment policy.

Outside Employment:

There is no prohibition on outside employment as long as it does not interfere with their work with the Village and does not cause a conflict of interest. The interests of the Village take priority over these of any outside employer.

Job Posting:

The Village will post all positions internally for five business days, during which time current employees may apply for open positions before external candidates. The Village may post open jobs internally and externally simultaneously.

Each job posting that has been posted internally and externally will have a deadline date applications must be received by to be considered for the position.

Nepotism:

While it is not prohibited to have immediate family members working for the Village, spouses/relatives cannot hold a position where they would report to one another or hold a position of strong influence over each other. For purpose of this section, immediate family is defined as wife, husband, sister, brother, child, grandchild, guardian, mother, father, mother-in-law, father-in-law, son-in-law, daughter-in-law, sister-in-law and brother-in-law. This section does not apply to election officials, contractors, subcontractors, temporary part-time, seasonal employees, volunteers, and paid-on-call employees.

Performance Assessments:

The wage and salaries of the Village employees are administrative/maintenance salaries are evaluated and reviewed on a regular basis by the Department Heads. Wages of the administrative employees are recommended by the Village Manager and those recommendations are then reviewed and acted upon by the Village Board annually in conjunction with the adoption of the Village's annual fiscal budget.

The performance of employees will be reviewed utilizing the employee evaluation format approved by the Village Board. The results of the annual evaluation will be used as a factor in determining the individual salary adjustment of employees.

Personal Appearance:

The Village expects its employees dress in a professional manner becoming to the municipal standards. Whereas, Friday's are officially designated as "Casual Days", more casual attire is permitted. Good common sense and discretion on the part of the employees is expected.

It is important all employees behave in a courteous, professional manner and present a well groomed and professional appearance. Extremes in appearance should be avoided, including extreme hair styles, make up, etc. Colognes and perfumes and jewelry should be kept to a minimum. All uniforms or work clothes must be cleaned, pressed and in good repair. An employee dressed inappropriately may be sent home without pay to change.

Personnel Records and Employment References:

Personnel records are the property of the Village and we restrict access to them. Access to your personnel records is governed by Wisconsin Statute § 103.13. Should you want to review your record under § 103.13, you must contact the Village Manager. All requests from sources outside the Village of Harrison for personnel information or employment references concerning applicants, current employees, and former employees shall be forwarded to the Village Manager.

Public Records:

Only Village designated records custodian(s) may respond to a records request. Should you receive a request, please forward it to the Village Clerk who will then determine the validity and if needed, contact the designated custodian.

Media Contact:

Village Manager or his/her designee will serve as the authorized media spokesperson for the Village. Any requests for comment or interviews must be directed to the Village Manager.

The Fire Chief or his/her Public Information Officer (PIO) designee will serve as the authorized media spokesperson for Harrison Fire Rescue regarding emergency incidents.

Safety:

Job safety is very important to all of us. The Village requires safe work practices of all employees and expect you to conduct yourself carefully and safely at all times. Employees are expected to observe all safety procedures and rules, and use required personal protective equipment (PPE).

All work areas must be kept clean and free from debris and clutter. Tools and equipment must be kept clean and in good repair. Any accident, hazard, or unsafe condition or equipment is to be corrected and reported to a supervisor. If you are involved in or witness an

accident while working, you must report it immediately to a supervisor. Supervisors must maintain a safe work environment, enforce safety rules, and train staff.

Social Media:

The Village encourages use of social media to further our goals and the mission of our departments. Departments may use social media to conduct departmental business, provided they follow the policies outlined below:

- Social media sites must be approved by the Village Manager prior to implementation. Unless approved otherwise, departmental use of social media will be for one-way communication only.
- The Village website and citizen portal shall remain the Village of Harrison's primary and predominant Internet presence. Social media is used to disseminate time-sensitive information as quickly as possible, and to increase our ability to communicate with the widest audience. Where possible, content posted to social media sites will be posted to our website/citizen portal.
- Social media sites shall comply with all other applicable policies and standards, including but not limited to, the Technology Policy, Code of Ethics, Anti-Harassment and Discrimination Policy, and Confidential Information Policy.
- Social media sites are subject to the State of Wisconsin public records laws. Any content maintained in social media format that is related to our business, including a list of subscribers and posted communications, is a public record. Social media sites shall clearly indicate any articles and other content posted or submitted for posting are subject to public disclosure.

- Personal Use: Your personal use of social media sites is prohibited during work hours. You should have no expectation of privacy in use of social media accessed at work and/or via Village-owned technology resources.

Technology:

The Village provides you access to and use of information technology resources. These resources are provided to allow you to be more efficient, productive, and to access information necessary to carry out your responsibilities on our behalf. Personal use of our technology resources must be kept to a bare minimum and you should have no expectation of privacy.

Employees are expected and required to use these resources in a manner consistent with their position and work responsibilities and in a professional and respectful manner. We establish policies and monitor operations to protect them from creating legal liabilities and negative publicity for yourself and for us, either knowingly or unknowingly. We expect employees to act responsibly and always in our best interests. Use of our technology must comply with all applicable laws and municipal policies and ordinances.

Weapons Policy:

The Village intends to promote a safe environment for employees and other individuals who interact with our employees.

- A "weapon" is any device designed as or intended to be a weapon and capable of producing death or harm to another person including, but not limited to, firearms, handguns and explosive devices.

- The Village strictly prohibit the possession, control, use, or threatening the use of a weapon in the course of employment whether on or off our premises. This prohibition does not apply to law enforcement officers performing their official duties.

- Weapons stored in your personal vehicle while the vehicle is on our property or while the vehicle is being used in the course of your employment must be kept and secured in the vehicle.

Workplace Violence:

The Village is committed to providing a safe workplace and to reducing the risk of workplace violence. All employees should be treated with courtesy and respect at all times.

- Prohibited Conduct:

  Employees are prohibited from making threats or engaging in violent or potentially violent behaviors. The following list, while not all inclusive, provides examples of behaviors that are prohibited.

  a) Engaging in "horseplay" or other conduct that may be dangerous to others;
  b) Causing injury to another person;
  c) Making threatening remarks;
  d) Aggressive or hostile behavior;
  e) Intentionally damaging property;
  f) Possession of unauthorized weapons, firearms or other dangerous or hazardous devices or substance on Village property or while conducting Village business;
  g) Conduct that threatens, intimidates or coerces another person.

- Reporting Prohibited Conduct:

  Employees who witness or are aware of violent behaviors or threats of violent behaviors such as those listed above should report the details as soon as possible to their supervisor, department head or the Village Manager. This includes behaviors by co-workers, supervisors, the public, or vendors. Employees should also report all suspicious individuals or activities. Management will promptly respond to all incidents reported. Any employee involved in workplace violence will be subject to disciplinary action including termination as a possible outcome.

~ End of Handbook ~

APPENDICES

APPENDIX A	EMPLOYEE ASSISTANCE PROGRAM PROVIDER
APPENDIX B	EDUCATION REIMBURSEMENT FORM
APPENDIX C	CLOTHING ALLOWANCE
APPENDIX D	VILLAGE OF HARRISON CELL PHONE POLICY

APPENDIX A

EMPLOYEE ASSISTANCE PROGRAM PROVIDER

All full-time employees, part-time, fire and rescue department volunteers and their family members are eligible to participate in the Village's Employee Assistance Program (EAP). The EAP provides resources to assist employees and their families in resolving personal problems in a confidential manner. Services provided include assessment, counseling, referral, training and support. This program is provided at no cost to the employee or their family. Contact information for the Village's EAP provider is listed below

ThedaCare at Work Employee Assistance Program
(920)749-2390 or
1-800-236-3666

APPENDIX B

VILLAGE OF HARRISON
EDUCATION REIMBURSEMENT FORM

Date:_____

Requested by:

Name:_____
Last *First* *MI*

Course Detail:

Name of Accredited School:_____

Course Title:_____

How course is related to present job_____
_____

Cost:

Tuition: $_____

Books:$_____

Lab Fees: $_____

Miscellaneous (Explain):_____

Approval:

Employer's Signature:_____
Date:_____

Administrator's Signature:_____
Date:_____

Successfully completed course on: _____
Payment made to employee on: _____
Check Number: _____

SUBJECT: EDUCATION REIMBURSEMENT

Policy

Full-time employees of the Village of Harrison will be eligible for reimbursement of the cost of tuition, lab fees, books, materials and other miscellaneous fees incurred in the process of taking approved courses.

Purpose

To provide limited financial assistance for employees who desire to increase their level of education to present job performances.

Guidelines

1. Course must be directly related to the employee's current job and would improve their skills on the job.

2. Reimbursement will be made only after satisfactory completion of the course.

3. Eligible employees must first exhaust other forms of financial aid *(i.e., VA Ed Program, Scholarships, etc.)*

4. A Tuition Aid Request form, obtained from the Village Manager, must be completed as far in advance as possible before close of registration for the course.

5. Final approval for reimbursement for the costs rests with the Village Board.

6. When the course is completed, a copy of the grade report, along with receipts for tuition and fees paid, should be submitted to the Village Manager for processing and refund. This must be done by the employee within thirty (30) days of notification of satisfactory completion of the course.

7. The employee will be reimbursed in a lump sum. However, should the employee terminate employment with the Village of Harrison within two (2) years of course completion, the reimbursement will be considered to be prorated over a 24-month period from the date of the course completion and the remainder will be withheld from the employee's last check.

8. All courses will be taken at a time other than the employee's regular work hours, unless vacation or compensatory time is used and Village approval has been given.

9. The Village will pay up to a maximum of $500.00 per calendar year per employee.

This program can be discontinued or changed at any time at the discretion of the Village Board.

No employee will incur any rights to said policy. The discontinuance of said policy will not be considered prejudicial to anyone or any group.

APPENDIX C

VILLAGE OF HARRISON
CLOTHING ALLOWANCE

I. Full-Time Public Works and Utilities Operators

The Village provides a clothing allowance to full time road crew employees with the stipulation they always have to wear a shirt and/or outer jacket that has the logo and village name on it when at work.

The Village provides a stipend of $350.00 each year that is to be used to purchase approved apparel items and steel toed boots (no pants). Any items purchased that total more than $350.00 in a calendar year will be paid for by the employee unless the employee has an approved carryover balance.

II. Permanent Part-Time Employees

Permanent Part time employees will receive $175.00 to purchase approved apparel and steel toed boots each year they work. They can purchase additional apparel at their cost through the Village Hall. We would like the part time staff to also wear the Village apparel when they are working.

III. Office Staff

Office staff is entitled to receive $300 each year that is to be used to purchase approved apparel items.

IV. Firefighters

Volunteer firefighters shall receive one free shirt each year they are on the department. They can purchase additional apparel at their cost through the Village Hall.

V. Fire Chief

The Village will provide clothing for the Fire Chief with the stipulation he/she always wear the uniform when working.

For the first year of employment, the Village will provide the following items:

(2) Uniform pants, (2) white uniform shirts, (2) Polo Shirts with logo,
(2) Guard work shirt with logo, (2) blue t-shirts, (2) blue sweatshirts.

During the next years, the Village will provide a stipend of $325.00 to purchase additional apparel items and black shoes.

VI. Carryover

Employees may carryover unused clothing allowance funds to the following year with the approval of the Village Manager.

APPENDIX D

VILLAGE OF HARRISON
PERSONNEL POLICY – Village Cellular Telephones

1.0 Purpose

The purpose of this policy is to provide a set of guidelines governing the provision and use of cellular telephones/Smartphones for Village employees and Board members.

2.0 Scope

This policy applies to all employees of the Village and Harrison Utilities. It replaces the cell phone policy listed in the Personnel Manual (version updated November 2018). It also provides cell phones to the Village President if they desire one.

3.0 Policy Overview
3.1 Village Issued Phone

A. The Village will provide one cellular phone or Smartphone device to the following positions:
    1. The Village Manager (1)
    2. The Assistant Village Manager (1)
    3. The Fire Chief (1)
    4. The Village Clerk/Treasurer (1)
    5. The Village Assistant Planner (1)
    6. The Deputy Clerk/Treasurer (1)
    7. All full time members of Public Works (8)
    8. All full time Operators in Harrison Utilities (3)
    9. Village Board President (1)
    10. Village Trustees (6)

B. The Village will also provide one protective case and screen protector for such phone.

C. The Village recognizes the advantages of using cellular phones and Smartphones to conduct Village business based on the following:

    1. Employee's position
    2. Whether the employee is out in the field as part of their regular duties
    3. Whether the employee regularly works in an "on call" capacity
    4. Whether the employee has a responsibility for key Village operations and is required to respond to emergency incidents Whether the employee is away from their desk or office (while working) for considerable periods of time, and the resulting lack of communication impacts their ability to perform their work
    5. Whether the employee needs mobile communication for personal safety

6. Necessity for the employee to respond to business related e-mails and/or text messages in real time
7. Facilitate the storage of public records for Board members.

D. Any anomalies or concerns regarding the usage of a Village provided cell phone shall be reported to the Department Head and/or Village Manager.

3.2 Use of Village Provided Cell Phones

A. Employees are required to perform communication on Village-owned equipment. Village owned cell phones / Smartphones are primarily intended for Village business.

B. Personal use of a Village cell phone / Smartphone is allowed. Employees/Board members must have no expectation of privacy or confidentiality in electronic communication sent, received, or accessed on Village issued cell phones or Smartphones. As such, the Village has the right to monitor, review, audit, and otherwise access the content of all electronic communication sent, received, or accessed on Village issued cell phones or Smartphones with or without prior notice to the employee for both non-investigative work-related reasons, and for investigation of employee misconduct. Employees making or receiving personal calls on a Village cell phone are expected to reimburse the Village for any costs or charges above or outside of its plan resulting from personal use of their cell phones (examples, overages and roaming charges). Any call that cannot be documented for a business purpose will be treated as a personal call.

C. Employees are expected to use a Village cell or Smartphone responsibly and in accordance with this policy and any applicable work rules and policies. Use of a Village cell phone in violation of the Village's policies and work rules, may result in revocation of the cell phone or smartphone assignment and disciplinary action against the employee, up to and including termination.

D. Employees are strongly discouraged from using handheld wireless telephones or data devices while driving or operating motorized equipment except in emergency situations. Instead, employees are encouraged to use hands-free accessories or pull over to the side of the road and/or shut down machinery until the call is complete.

E. Any equipment issued by the Village of Harrison is Village property. Loss, theft or damage to a Village issued cell phone/device shall be reported immediately to the employee's direct supervisor. If the employee is found to be at fault for the loss of the Village issued cell phone due to gross negligence, this may result in disciplinary action. Each Department shall immediately contact the Village Manager upon receiving information of a loss, theft or damage to a Village issued cell phone/device. The Village Manager is authorized to clear all confidential Village information from the phone. This may result in personal information being erased from the device as well.

F. For employees the Village prohibits excessive personal calls, texts or other messaging during the workday regardless on who's device those phone calls take place. This interferes with employee productivity. Excessive personal communications may result in disciplinary action.

G. Employees are prohibited from sending, receiving or accessing electronic communication that is insulting, profane, vulgar, lewd, indecent, sexually explicit, illegal, profit-making, political, unprofessional or in the violation of the Village policies while using a Village owned device.

H. Employees approved to carry a cell phone or Smartphone for Village business are expected to make a reasonable effort to respond in a timely manner to Village business. This includes the response to urgent matters outside of normal business hours. Consistent failure to respond in a timely manner to business calls, texts or emails may result in discipline.

I. Electronic communication made on Village issued cell phones or Smartphones involving government policy or business is subject to state record retention requirements and may be subject to the Wisconsin Public Records Law. The content of employee electronic communication may be subject to disclosure in litigation, audits, and other purposes. Users are authorized limited incidental use of the Village's issued cell phones for personal purposes, but employees/Board members have no expectation of privacy or confidentiality in such use. Communications of purely personal nature are exempt. Recipients are expected to sign a form acknowledging they understand the phone is part of the open records law.

J. Employees may not provide the cellular phone number of any employee of the Village to a member of the public without the cell phone user's authorization.

3.3 Employee Separation from Employment

Employees/Board members shall return Village cell phone or Smartphone at the time of separation. The Village will discontinue the service. Failure of the employee to return the Village cell phone or Smartphone at the time of separation will result in the Village taking steps to download files from the device and wipe the device clean to avoid breaches of confidentiality

4.0 Effective Date

This policy is effective upon the first day of the month following approval of the Board.

ACKNOWLEGEMENT FORM
Village of Harrison
Cell phone/Smartphone policy

Please check one of the following:

☐ I understand the Village issued cell phone/smartphone is a piece of government equipment and is subject to the Wisconsin Public Records Law and any incidental personal use could be captured as a public record.

☐ I understand the Village issued cell phone/smartphone is a piece of government equipment and is subject to the Wisconsin Public Records Law and choose to carry a personal phone for all personal business.

_____

Signature Date

_____

Printed Name

ACKNOWLEDGEMENT FORM
VILLAGE OF HARRISON PERSONNEL MANUAL

I understand the information contained in the Village of Harrison Personnel Manual represents guidelines only and the Village reserves the right to modify this manual or amend or terminate any policies, procedures or employee benefit programs at any time, or to require and/or increase contributions towards these benefit programs. I understand it is my responsibility to familiarize myself with the contents of the manual and I am required to comply with all aspects of the manual. I understand failure to do so will result in discipline up to and including discharge.

I understand the handbook is not a contract of employment between me and the Village and I should not view it as such.

I further understand that no manager, supervisor or representative of the Village has any authority to enter into any agreement guaranteeing employment for any specified period of time and any such agreement, if made, shall not be enforceable.

I acknowledge that I am an at-will employee and acknowledge that no policy contained in this Personnel Manual guarantees my continued employment with the Village and/or changes my status as an at-will employee.

I acknowledge using the Village's equipment and systems, including use of the Internet and Email is a privilege that may be revoked at the sole discretion of the organization for any reason, and it automatically terminates when I leave the Village.

_____
Employee Signature

_____
Printed Name

_____
Date

☐ I consent the Village deducting from my final paycheck any amounts relative to unreturned items I have loaned and not returned to the Village.

_____
Employee Signature

_____
Printed Name

_____
Date

Your Employee Rights Under the Family and Medical Leave Act

What is FMLA leave?

The Family and Medical Leave Act (FMLA) is a federal law that provides eligible employees with **job-protected leave** for qualifying family and medical reasons. The U.S. Department of Labor's Wage and Hour Division (WHD) enforces the FMLA for most employees.

Eligible employees can take **up to 12 workweeks** of FMLA leave in a 12-month period for:

- The birth, adoption or foster placement of a child with you,
- Your serious mental or physical health condition that makes you unable to work,
- To care for your spouse, child or parent with a serious mental or physical health condition, and
- Certain qualifying reasons related to the foreign deployment of your spouse, child or parent who is a military servicemember.

An eligible employee who is the spouse, child, parent or next of kin of a covered servicemember with a serious injury or illness **may take up to 26 workweeks** of FMLA leave in a single 12-month period to care for the servicemember.

You have the right to use FMLA leave in **one block of time**. When it is medically necessary or otherwise permitted, you may take FMLA leave **intermittently in separate blocks of time, or on a reduced schedule** by working less hours each day or week. Read Fact Sheet #28M(c) for more information.

FMLA leave is **not paid leave**, but you may choose, or be required by your employer, to use any employer-provided paid leave if your employer's paid leave policy covers the reason for which you need FMLA leave.

Am I eligible to take FMLA leave?

You are an **eligible employee** if **all** of the following apply:

- You work for a covered employer,
- You have worked for your employer at least 12 months,
- You have at least 1,250 hours of service for your employer during the 12 months before your leave, and
- Your employer has at least 50 employees within 75 miles of your work location.

Airline flight crew employees have different "hours of service" requirements.

You work for a **covered employer** if **one** of the following applies:

- You work for a private employer that had at least 50 employees during at least 20 workweeks in the current or previous calendar year,
- You work for an elementary or public or private secondary school, or
- You work for a public agency, such as a local, state or federal government agency. Most federal employees are covered by Title II of the FMLA, administered by the Office of Personnel Management.

How do I request FMLA leave?

Generally, **to request FMLA leave you must**:

- Follow your employer's normal policies for requesting leave,
- Give notice at least 30 days before your need for FMLA leave, or
- If advance notice is not possible, give notice as soon as possible.

You **do not have to share a medical diagnosis** but must provide enough information to your employer so they can determine whether the leave qualifies for FMLA protection. You **must also inform your employer if FMLA leave was previously taken** or approved for the same reason when requesting additional leave.

Your **employer may request certification** from a health care provider to verify medical leave and may request certification of a qualifying exigency.

The FMLA does not affect any federal or state law prohibiting discrimination or supersede any state or local law or collective bargaining agreement that provides greater family or medical leave rights.

State employees may be subject to certain limitations in pursuit of direct lawsuits regarding leave for their own serious health conditions. Most federal and certain congressional employees are also covered by the law but are subject to the jurisdiction of the U.S. Office of Personnel Management or Congress.

What does my employer need to do?

If you are eligible for FMLA leave, your **employer must**:

- Allow you to take job-protected time off work for a qualifying reason,
- Continue your group health plan coverage while you are on leave on the same basis as if you had not taken leave, and
- Allow you to return to the same job, or a virtually identical job with the same pay, benefits and other working conditions, including shift and location, at the end of your leave.

Your **employer cannot interfere with your FMLA rights** or threaten or punish you for exercising your rights under the law. For example, your employer cannot retaliate against you for requesting FMLA leave or cooperating with a WHD investigation.

After becoming aware that your need for leave is for a reason that may qualify under the FMLA, your **employer must confirm whether you are eligible** or not eligible for FMLA leave. If your employer determines that you are eligible, your **employer must notify you in writing**:

- About your FMLA rights and responsibilities, and
- How much of your requested leave, if any, will be FMLA-protected leave.

Where can I find more information?

Call **1-866-487-9243** or visit **dol.gov/fmla** to learn more.

If you believe your rights under the FMLA have been violated, you may file a complaint with WHD or file a private lawsuit against your employer in court. **Scan the QR code to learn about our WHD complaint process**.

WAGE AND HOUR DIVISION
UNITED STATES DEPARTMENT OF LABOR

SCAN ME

Village of HARRISON
WHERE OPPORTUNITY LIVES

VILLAGE BOARD MEETING **VILLAGE OF HARRISON**

From: Chad Pelishek, Village Manager **Meeting Date:** 1/27/2026

Title: Change Job Description Title: Assistant Planner to Zoning Administrator

Recommended Action: Motion to re-classify the Assistant Planner position to a Zoning Administrator position.

Background and Additional Information:
The Village Manager and HR Manager are currently working on updating all Village employees job descriptions since the wage study has been completed.

The recommendation is to re-classify the Assistant Planner position to a Zoning Administrator to better align his title to his job duties.

This title change will not result in any additional pay, but will give the position and the person that holds the position more creditability with enforcing codes.

Budget Impacts: None

Attachments: None

Village of HARRISON
WHERE OPPORTUNITY LIVES

VILLAGE BOARD MEETING **VILLAGE OF HARRISON**

From: Chad Pelishek, Village Manager **Meeting Date:** 1/27/2026

Title: Natural Gas Installation- We Energies: Harrison Commerce Park

Recommended Action: Motion to approve natural gas facilities installation in Harrison Commerce Park for $22,603.44.

Background and Additional Information:
Since the Village is the developer of Harrison Commerce Park, we are responsible for installing the natural gas facilities to serve the development. We Energies has provided a cost estimate of $22,603.44.

The work needs to begin to get natural gas to the new Fire Station.

There is also a reimbursement to the Village for new services added by private entities. Refunds in the amount of $4,504 for each private service added.

Budget Impacts: $22,603.44 – TID 5

Attachments: Invoice for Natural Gas Facilities at Harrison Commerce Park.

We Energies
P.O. Box 1699
Appleton, WI 54912
Phone 800-972-8856
www.we-energies.com

January 19, 2026

Village of Harrison
W5298 State Road 114
Harrison, WI 54952

Subject: Invoice for V/Harrison Commerce Park - Gas

Dear Village of Harrison:

Thank you for your application for natural gas facilities. Please review the following information.

Cost details:

- The total cost for this project will be $22,603.44. Additional charges may apply if we encounter unusual conditions, delays in your construction schedule or other changes that you request.
- The cost has been reduced by $0.00 as credit for zero meter(s) being set at the time of installation.
- The cost includes $3,816.00 of seasonal charges for installation from Dec. 1 through March 31. Site must be ready and signed grade verification form submitted by Nov. 1 to avoid seasonal charges.
- Installation cost must be paid in advance of construction.
- **This cost is valid for 90 days provided this letter and enclosed drawing are signed and returned with payment, the site is ready, and all other requirements are met.**

Payment remittance:
Remit payment, if applicable, using one of the following options. Reference the work request number shown below on your check or when paying via phone or online.

- Personal check.
- Online at www.we-energies.com/payconstructionbill.
- Phone at 855-570-0998.

Refund details:

- Refunds are available for up to five years after the main installation and will not exceed the amount of the original cost.
- Refunds in the amount of $4,504.00 may be made for each residential space heating customer connected to this main.
- Refund amounts for multifamily and commercial customers will be individually calculated based on their estimated average annual consumption.

Facility location:

- To avoid damage to underground facilities, you are responsible for locating and marking (with stakes, spray paint or flags) any buried obstructions and private underground facilities like lighting, septic systems, wells, sprinkler systems, etc.
- It is very important that you mark these facilities as We Energies and/or its agents are not responsible for damage to your facilities that are not properly marked before our work begins.
- If you are unable to locate and mark your privately owned buried facilities, you can hire a contractor to do it for you.
- For your safety, we will coordinate with Diggers Hotline to have technicians visit the site to locate underground utilities (such as natural gas, electric, phone, cable, sewer and water). The technicians will mark the facilities with flags and spray paint that will fade after a few weeks.

Construction:
Please consider this information when developing your project timeline:

- Once all job requirements are met, allow us a minimum three week lead time for scheduling the installation of natural gas facilities.
- To ensure minimal disturbance to your site, it is best to install our facilities prior to road base, paving, topsoil, and erosion control, but after the installation of sewer, water and right-of-way subgrading.
- The site must be within four inches of final grade and we must be made aware of any changes that have been made since we received preliminary, approved plats.

Surface restoration:

- Surface restoration in the public right-of-way, for main installed beyond your project limits, will be completed according to municipal guidelines.
- Restoration within your development will include backfilling and compacting using existing soil.

As a reminder, you need to sign and return a copy of this letter and enclosed drawing along with your payment, if paying by check. If you have any questions, please call me. I look forward to working with you to make your project a success.

Sincerely,

Mark Kofnetka
Energy Services Consultant
920-380-3549

Work Request #: 5146983

☐ I certify the grade was confirmed by a surveying/engineering firm and lot corner stakes are installed.

Estimated date site will be ready for natural gas: _____

Accepted by: _____

Title: _____ Date: _____

P.S. For more information on the application and construction process for new developments, visit www.we-energies.com/contractors/builderdeveloper.

Enclosures

GAS WORK REQUEST

5146983

☐ C ☐ T ☒ V: HARRISON

CUST/PROJ NAME: HARRISON COMMERCE PARK

PROJECT LOCATION: MANITOWOC RD AND CR-N

PREPARED BY: EDDIE HEDLUND

E-MAIL: EDDIE.HEDLUND@WE-ENERGIES.COM

OFFICE #: 920-380-3240 CELL #: 920-470-0418

PROJECT ID: WI5146983 IO #: MEU21000110

CGS #:

TYPE OF WORK:

☐ RESIDENTIAL SUBDIVISION ☐ CONDO DEVELOPMENT

☒ COMMERCIAL DEVELOPMENT ☐ SERVICE

☐ OTHER

STAKING REQUIREMENTS:

☐ SURVEYOR ☐ STAKED

☐ DESIGNER ☐ NOT NEEDED

MAIN / SERVICE IN EASEMENT:

☒ YES ROW WR# 5167017

RESTORE PRIVATE PROPERTY: ☒ WE ENERGIES ☐ CUSTOMER

CORROSION CONTACT: ADAM KNAUTZ

PHONE #: 414-221-4792

MAIN SIZE, MAT'L, FT	INSTALL METHOD & FOOTAGE
2"PE - 1272'	TRENCH - 1272'

RELATED WR's

MAIN RETIREMENT WR N/A FOOTAGE

SERVICE REPLACEMENT WR N/A NO.

SERVICE RECONNECT WR N/A NO.

RELATED SERVICE WR#5146672

DEVELOPER:

COMPANY NAME VILLAGE OF HARRISON
ADDRESS W5298 STATE ROAD 114
CITY, STATE HARRISON, WI 54952
CONTACT NAME CHAD PELISHEK
PHONE 920-989-1062
EMAIL CPELISHEK@HARRISON-WI.ORG

ENGINEER:

COMPANY NAME McMAHON
ADDRESS 1445 McMAHON WAY
CITY, STATE NEENAH, WI 54956
CONTACT NAME LEE REIBOLD
PHONE 920-427-6020
EMAIL LREIBOLD@MCMGRP.COM

NOTES:
* WE ENERGIES WILL NOT RESTORE OR HAUL SPOIL UNLESS OTHERWISE NOTED ON SKETCH
* CUSTOMER/DEVELOPER IS RESPONSIBLE FOR LOCATING ANY/ALL PRIVATE UNDERGROUND FACILITIES AND/OR OBSTRUCTIONS INCLUDING THOSE THAT HAVE NOT YET BEEN TURNED OVER TO THE MUNICIPALITY
* WE ENERGIES AND/OR ITS CONTRACTORS ARE NOT RESPONSIBLE FOR DAMAGE TO UNMARKED FACILITIES
* CUSTOMER/DEVELOPER AND THEIR CONTRACTORS/SUB-CONTRACTORS MUST KEEP WE ENERGIES EASEMENT AREAS FREE AND CLEAR OF OBSTURCTIONS AND ENSURE ACCESS TO EASEMENT AREAS IS PROVIDED INCLUDING, BUT NOT LIMITED TO: DUMPSTERS, SPOIL, BACKFILL MATERIAL, ETC.
* CUSTOMER/DEVELOPER AND THEIR CONTRACTORS/SUB-CONTRACTORS MUST ENSURE THAT GRADE AT TIME OF WE ENERGIES INSTALLATION IS WITHIN 4" OF FINAL GRADE INCLUDING ANY PLANS FOR FUTURE LANDSCAPING
* ANY FIELD ADJUSTMENTS TO SIGNED/APPROVED SKETCH MAY RESULT IN ADDITIONAL COSTS INCURRED BY THE DEVELOPER
* WE ENERGIES IS NOT RESPONSIBLE FOR DAMAGE TO TREES AND/OR ROOTS LOCATED ALONG TRENCH ROUTE
* WE ENERGIES AND/OR ITS CONTRACTORS WILL CLEAN ANY MUD/DEBRIS THAT IS TRACKED ONTO EXISTING ROADS AS A RESULT OF THEIR CONSTRUCTION DAILY
* WE ENERGIES AND ITS CONTRACTORS ARE NOT RESPONSIBLE FOR COMPACTION ISSUES OR DAMAGES TO GRAVELED ROADS
* ANY ADDITIONAL SPECIAL NOTES OR PROVISIONS

CUSTOMER'S SIGNATURE OF APPROVAL DATE

Section 12, Item q.

CONSTRUCTION REMARKS:

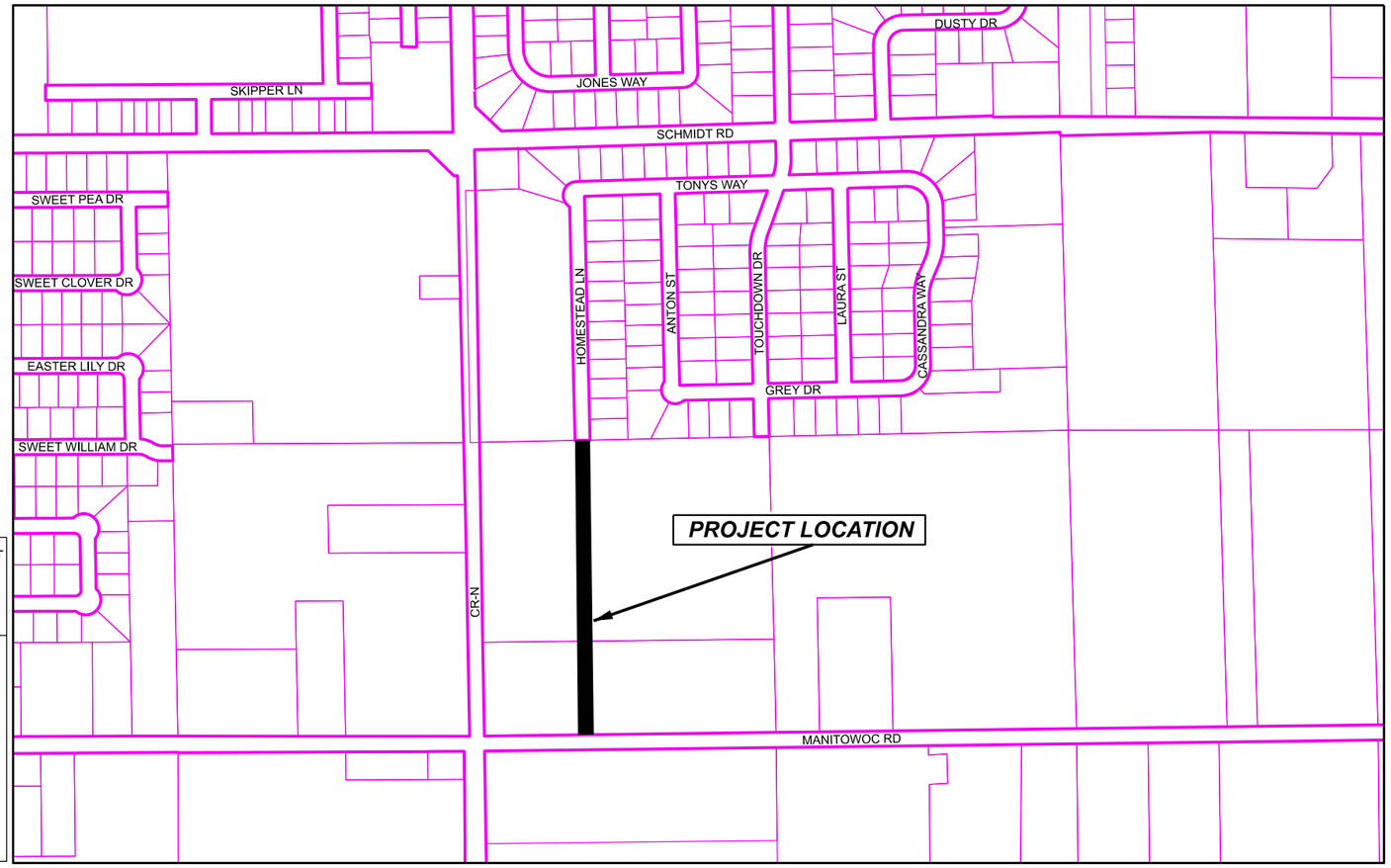
STORM, SANITARY, AND WATER WILL BE INSTALLED PRIOR TO GAS INSTALLATION. DEPTH OF UTILITIES TO BE VERIFIED ON SITE.

ALL LOTS HAVE INDIVIDUAL STORM SEWER LATERALS. CAUTION MUST BE APPLIED WHEN CROSSING LATERALS. LATERALS MAY BE ENCOUNTERED WHEN TRENCHING MAIN.

MAIN WILL BE PLACED AT A DEPTH OF 30" IN EASEMENT, AND 36" IN ROADWAYS UNLESS NOTED OTHERWISE.

MAIN TO BE INSTALLED ON EASEMENT. VERIFY STATUS OF EASEMENT PRIOR TO CONSTRUCTION.

DESIGN BASED ON TRENCHING AND BORING. IF ROCK IS ENCOUNTERED ADDITIONAL EQUIPMENT MAY BE REQUIRED WITH ADDITIONAL COST.



CRITICAL SAFETY RULES - GO:
1. CONFINED SPACE PROCEDURES
2. EXCAVATION AND SHORING
3. LIVE GAS EMERGENCY PROCEDURES
4. LOCK OUT - TAG OUT
5. SEAT BELTS
6. SECURING PARKED VEHICLES

(T&R) SERVICE TEST AND RECONNECT
(RPL) SERVICE REPLACEMENT
(MC) METER CHANGE

LEGEND

PROPOSED GAS FACILITIES	EXISTING SANITARY SEWER
EXISTING GAS FACILITIES	PROPOSED SANITARY SEWER
GAS FACILITIES TO BE ABANDONED	EXISTING WATER FACILITIES
PROPOSED BASELINE	PROPOSED WATER FACILITIES
CENTERLINE	EXISTING STORM FACILITIES
EXISTING RIGHT OF WAY	PROPOSED STORM FACILITIES
PROPOSED RIGHT OF WAY	EXISTING FIBER TEL CABLE
EXISTING PAVEMENT	EX. UG ELECTRIC
PROPOSED PAVEMENT	EX. OH ELECTRIC

EROSION CONTROL NOTES

☒ IF DISTURBANCE OCCURS IN SUMMER, FINAL STABILIZATION SHALL BE PERMANENT SEED AND PROPERLY ANCHORED MULCH, UNLESS NOTED. IF DISTURBANCE OCCURS IN WINTER, TEMPORARY STABILIZATION SHALL BE SOIL STABILIZER, UNLESS NOTED. FINAL STABILIZATION IS REQUIRED IN SPRING.

☐ IF DISTURBANCE OCCURS WITHIN THE SLOPE INTERCEPT, FINAL STABILIZATION SHALL BE SOIL STABILIZER, UNLESS NOTED. IF DISTURBANCE OCCURS OUTSIDE THE SLOPE INTERCEPT, FINAL STABILIZATION SHALL BE PERMANENT SEED AND PROPERLY ANCHORED MULCH, UNLESS NOTED.

☐ IF DISTURBANCE OCCURS IN AGRICULTURAL FIELDS, SOIL SEGREGATION WILL NEED TO TAKE PLACE TO RETURN FIELDS TO PRE-CONSTRUCTION SOIL STRATIFICATION AND TO PRE-CONSTRUCTION ELEVATIONS.

☐ DEPENDING ON THE TIME OF YEAR AND WEATHER CONDITIONS, CONSIDER USING PLATES/MATS IN WETLANDS OR CROSSING DITCHES.

☐ STOCKPILE MATERIALS SHALL BE PLACED UPSLOPE FROM EXCAVATION. IF STOCKPILE MATERIALS MUST BE PLACED DOWNSLOPE OF EXCAVATION, PROTECT STOCKPILES WITH 12" WATTLES.

☒ PROJECT SPECIFIC EROSION CONTROL NOTES: INSTALL INLET PROTECTION TYPE D AT ALL CURB INLETS WITHIN PROJECT SITE IF NOT ACCOUNTED FOR BY DEVELOPER.

WR 5146983

REV.	DESCRIPTION	BY	DATE
0	DESIGN APPROVED FOR CONSTRUCTION	EH	10/10/25

Printed 12/9/2025 8:49:04 AM

U:\Data\@Work Management\Fox Valley Major Projects\@FV Subdivisions\@FVSubD 5000000 - 5199999\5146983 - Harrison Commerce Park - Gas\5146

GAS WORK REQUEST

5146983

ACCEPTABLE INSTALLATIONS
(ALL DIMENSIONS ARE MINIMUM SEPARATION REQUIREMENTS)

KEY

(G) = GAS MAIN

(C) = COMMUNICATIONS
(REPRESENTS ONE OR MORE CABLES)

(E/C) = ELECTRIC AND/OR COMMUNICATIONS
(REPRESENTS ONE OR MORE CABLES)

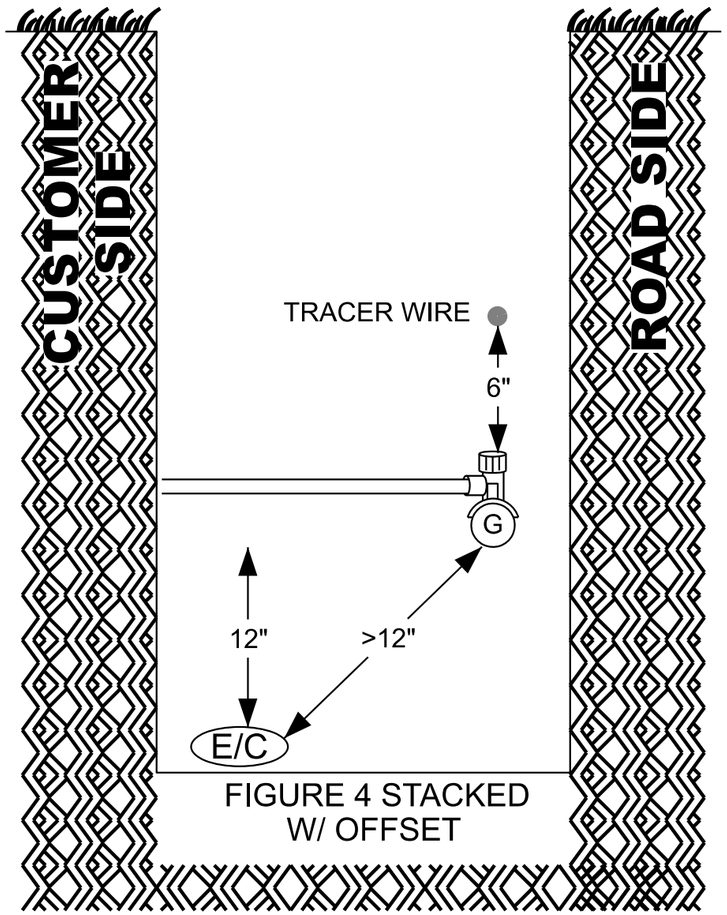
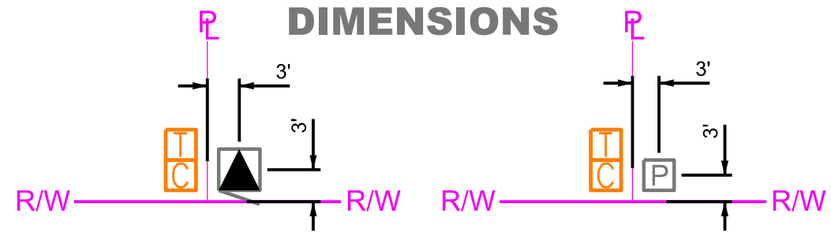


FIGURE 4 STACKED
W/ OFFSET

TYPICAL INSTALLATION DIMENSIONS



INSTALLATION IN EASEMENT

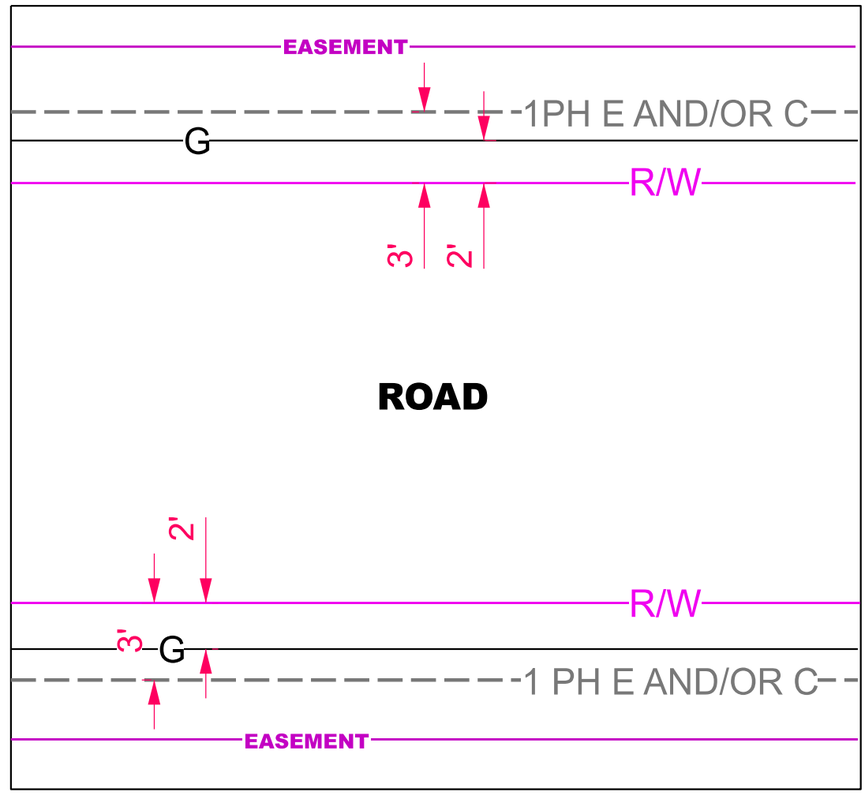


FIGURE 1

Printed 12/9/2025 8:49:04 AM

GAS WORK REQUEST

5146983

ITEM NO.	DESCRIPTION
1	REDUCER, 2"IPS X 1"CTS SOCKET
2	CAP, 1" CTS SOCKET END
3	ANODE, 1LB MAGNESIUM
4	POST ROUND MARKER 78"

MANITOWOC RD

HOMESTEAD LN

73'

R/W

P/L

2"PE-1272' TRENCH

99'

2'

SERVICE FOR FIRE STATION TO BE INSTALLED ON WR#5146672

CREW TO INSTALL MAIN OVER PROP. STORM. (TOP OF GAS MAIN ~ 803.4)

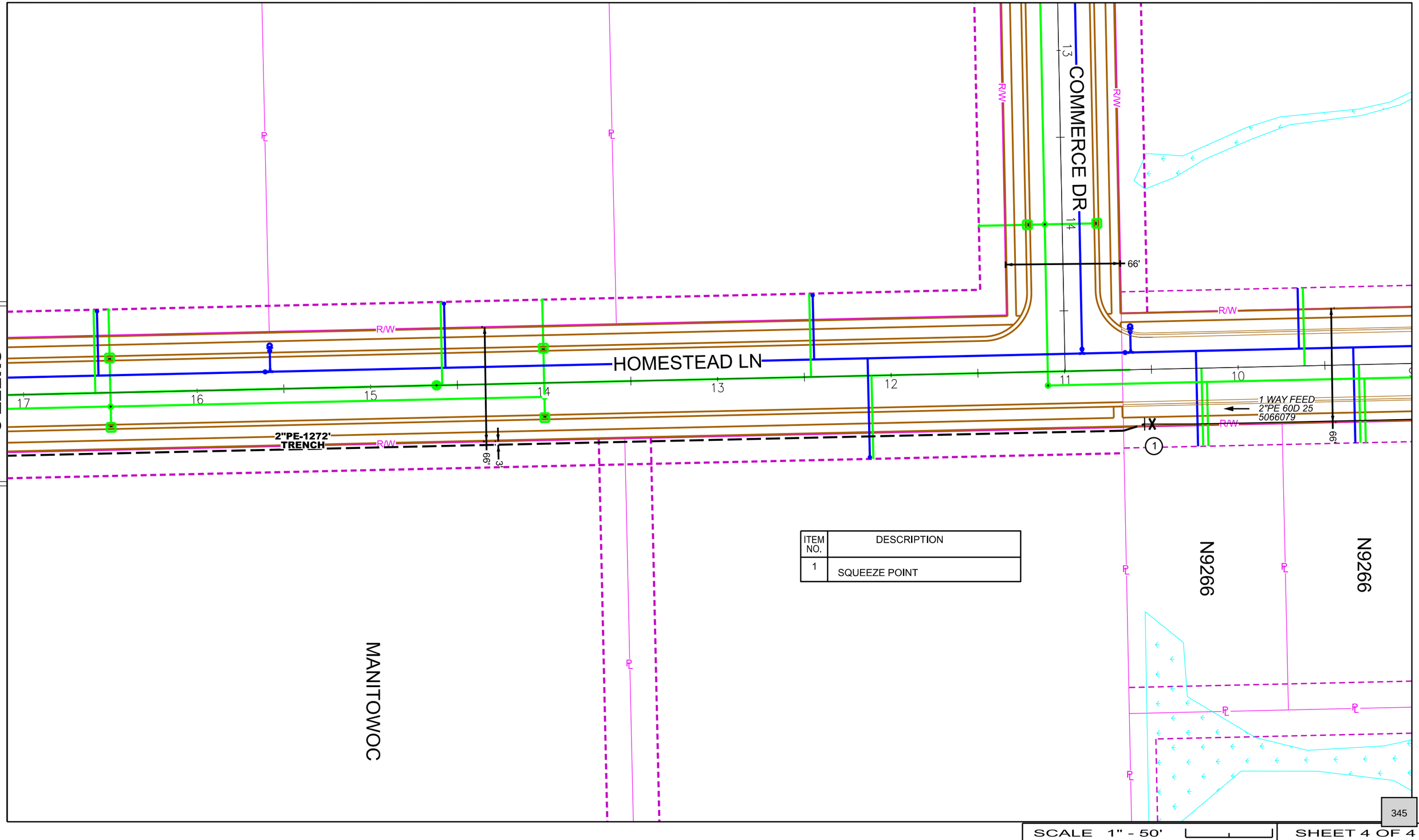
W5662

SHEET 4

SCALE 1" - 50'

GAS WORK REQUEST

5146983



ITEM NO.	DESCRIPTION
1	SQUEEZE POINT

SCALE 1" - 50'

SHEET 4 OF 4

Printed 12/9/2025 8:49:07 AM

WE ENERGIES - GAS OPERATIONS

NOTES:

Existing facilities should be field verified prior to excavation.
Utility information shown are from plans and have not been field verified.
Maintain 12" min vertical clearance at crossing of existing electrical facilities.
Maintain 6" min vertical clearance at crossing of other existing facilities.
Maintain 18" min vertical clearance at crossing of existing storm sewer pipes.
Maintain 5' clearance from storm sewer inlets.
Staking of route or ROW by surveyor required prior to construction.
Clearances shown are min distances – reference permit for specific clearance requirements.
Additional information on excavation, backfilling & clearances can be found in the Gas CRS 201.
Restore all pavement, ROW, sidewalks, and customer's private property.

CONVENTIONAL SYMBOLS

M - Outside Meterset	- Regulation Pit	- Full Open Tee	- Valve Pit
M - Inside Meterset	- Insulator	- 45° Elbow	R - Regulation Station
- Valve (Boxed)	- Bottom/Side/Half Line Stopper Fitting	- 90° Elbow	FT - Farm Tap
- Valve (Buried)	- Save-A-Valve	- Depth Change Elbow	B - Blow Down
- Transition Fitting	- No Blow/Punch/HVTT/MVTT/EF Tee	- Marker Post	P - Pressure Monitoring Device
- Reducer	- Anode	- Multi Wire Test Stand	RI - Riser Used for Corrosion Reads
- Support Clamp or Squeeze Point	- Cap with Anode	- Single Wire Test Stand	T - Test Stand
- Coupling	- Cap	- Main Jump Symbol	REC - Rectifier
- End of Main	- Retirement Symbol	- River Weight	- Pressure Point

EROSION CONTROL LEGEND

ENV 8, 27	APPROXIMATE LOCATION FOR UNDERGROUND FACILITY EXCAVATION
A/B/C/D	INLET PROTECTION, TYPE
	12" WATTLE or 12"/20" SEDIMENT LOG or 9.5"/20" EROSION EEL
	STONE DITCH CHECK
	ROCK BAG
	MULCH
	SOIL STABILIZER, TYPE B
	EROSION MAT CLASS I, TYPE A
	EROSION MAT CLASS I, TYPE B
	EROSION MAT CLASS I, TYPE A URBAN
	EROSION MAT CLASS I, TYPE B URBAN
	EROSION MAT CLASS II
	EROSION MAT CLASS III
	VEGETATIVE BUFFER
	TRACKING PAD
	TIMBER MAT
	SILT FENCE
DW	APPROXIMATE DEWATERING BASIN LOCATION
	SURFACE WATER FLOW

WE ENERGIES WORK REQUEST ENVIRONMENTAL NOTES (Notes 1 through 7 apply to ALL work requests)

General

1. If WDNR and/or USACE permits were obtained for the project, all permit conditions shall be met during construction of the project.

Erosion Control

2. If soil disturbance occurs on slopes or channels/ditches leading to wetlands or waterways, or within wetlands, the disturbed areas shall be stabilized and appropriate erosion control Best Management Practices (BMP's) shall be implemented.
3. Erosion Control BMR's shall meet or exceed the approved WDNR Storm Watter Management Technical Standards (http://dnr.wi.gov/topic/stormwater/standards/const_standards.html). Refer to We Energies Construction Site Sediment and Erosion Control Standards.
4. Inspect installed erosion control BMP's at least one time per week and after ½" rain events: repair as necessary.
5. When temporary stabilization is required (e.g. for winter or short-term construction) prior to final restoration, soil stabilizer shall be installed wherever possible. Erosion mat shall be used temporarily only where appropriate, in accordance with state standards, and when approved by the Operations Supervisor.

Contaminated Soils

6. Whenever soil exhibiting obvious signs of contamination (e.g., discoloration, petroleum or solvent odor, free liquids other than water, buried containers or tanks, or other obvious signs of environmental impacts) is encountered during excavation or installation, cease work immediately, take appropriate immediate precautions to ensure worker health and safety, and contact the Operations Supervisor or Inspector.

Spills

7. If an oil spill occurs during construction, call the Environmental Incident Response Team (EIRT) at 414-430-3478:
   a. Any quantity of oil is spilled into surface water;
   b. Any oil spill greater than 50 ppm PCB into a sewer, vegetable garden, or grazing land;
   c. Any oil spill containing greater than 500 ppm PCB;
   d. Five gallons or more of oil spilled to the ground;
   e. Any oil spill involving a police department, fire department, DNR, or concerned property owner.

Notes 8 through 27 apply as noted at specific points within each work request:

Dewatering

8. Dewatering of pits or trenches shall be done in accordance with state standards. Use an approved sediment bag, a straw bale dewatering basin, a combination of both, or equivalent.

Wetlands

9. As much as practicable, the majorityof the work shall be staged from the public roadways and road shoulders, keeping equipment out of adjacent wetlands.
10. All work shall be conducted to minimize soil disturance. No rutting will be allowed within the wetlands.
11. If soils are not frozen or stable to a point that avoids rutting, timber mats, mud tracks, or equivalent shall be utilized to access pole locations.
12. Excavated soils cannot be stockpiled in wetlands.
13. All excess spoils shall be removed from wetlands and placed in a suitable upland location.
14. Trenching and pit excavations within wetlands shall include soil segregation to facilitate restoration of pre-construction soil stratification, and restoration to pre-construction elevations.
15. Poles scheduled to be removed, and that occur within wetland, shall be cut at the ground surface.

Waterways

16. No work can be performed within the banks or below the ordinary high watermark of any navigable waterways/streams.
17. No crossing of navigable waterways with equipment can occur. Foot traffic is allowed.
18. Any disturbed soil within 75-feet of the ordinary high water mark of any navigable waterways/streams shall be stabilized within 24 hours of construction completion.

Threatened and Endangered Species

19. Threatened or endangered species are known to occur in the work area. It is illegal to harass, harm, or kill a protected species under state and federal regulations. Proper precautions shall be taken to ensure harm to individuals is avoided.
20. In order to protect the threatened or endangered species, work must be conducted between November 5 and March 15.
21. Exclusion fencing must be installed at the work area prior to March 15.
22. A qualified biologist must be present when conducting work at this location.

Invasive Species

23. State regulated invasive species are known to occur in the work area. Reasonable precautions are legally required to prevent the spread of these species. The Wisconsin Council on Forestry Transportation and Utility Rights-of Way Best Management Practices should be followed: (http://council.wisconsinforestry.org/invasives/transportation/).

Cultural and Historical Resources, cont.

24. The project is within or adjacent to an area that is identified by the State of Wisconsin as potentially having Native American artifacts, burial mounds or burial sites, which could be encountered during construction.
25. If human bone or any artifacts are discovered during construction, work must cease immediately. Contact the Environmental Department who will contact the State Burial Sites Preservation Office and determine the next steps that must be taken in order to comply with state law. Work at that site MAY NOT PROCEED until the Environmental Department authorizes it.
26. A "qualified archaeologist," as specified under Wis. Stats 157.70 (1) (i) and Wis. Admin. Code HS 2.04 (6), must be present to monitor all ground disturbing activities.

Frac-out Contingency Plan

27. A frac-out contingency plan shall be on-site and implemented accordingly. The contingency plan shall incorporate the following components.
    a. Continuously inspect the bore paths for frac-outs in order to respond quickly and appropriately.
    b. Containment materials (e.g. silt fence, straw bales, sand bags, etc.) shall be [illegible] and available should a frac-out occur.

GRADE VERIFICATION FORM

Establishing the final grade on your property is necessary prior to the installation of We Energies underground facilities. To ensure public safety, state and national codes require us to install our facilities at certain depths. If relocation or repair of our facilities becomes necessary because of a grade change greater than 4 inches, you will be billed the full relocation or repair costs. Site must be ready and this form submitted by Nov. 1 to avoid seasonal charges for installations between Dec. 1 and March 31.

Project Details
Development Name: Village of Harrison Commerce Park
Municipality: V-Harrison
Work Request #: 5146983

AUTHORIZATION: I certify that I am the owner, or authorized representative of the owner, of the aforementioned development and that the entire route in which We Energies underground facilities are to be installed is within 4 inches of final grade. I certify the grade was confirmed by a surveying/engineering firm and that lot corner stakes are installed. I agree that I, or the owner of the property, will pay for any relocation or repair costs incurred by We Energies due to grade change in excess of 4 inches.

Signature: _____ Date: _____

Printed Name: _____

Title: _____

Village of HARRISON
WHERE OPPORTUNITY LIVES

VILLAGE BOARD MEETING **VILLAGE OF HARRISON**

From: Chad Pelishek, Village Manager **Meeting Date:** 1/27/26

Title: Electric Installation- We Energies: Harrison Commerce Park

Recommended Action: Motion to approve electric facilities installation in Harrison Commerce Park for $74,843.29.

Background and Additional Information:
Since the Village is the developer of Harrison Commerce Park, we are responsible for installing the electric facilities. We Energies has provided a cost estimate of $74,843.29.

Installing the electric grid will provide electric to the new Fire Station site.

Budget Impacts: $74,843.29 – TID 5

Attachments: Invoice for Electric Facilities at Harrison Commerce Park.

We Energies
P.O. Box 1699
Appleton, WI 54912
Phone 800-972-8856
www.we-energies.com

January 19, 2026

Village of Harrison
W5298 State Road 114
Harrison, WI 54952

Subject: Invoice for V/Harrison Commerce Park, Electric

Dear Village of Harrison:

Thank you for your application for electric facilities. Please review the following information.

Cost details:

- **The cost for this project will be $74,843.29**. Additional charges may apply if we encounter unusual conditions, delays in your construction schedule or other changes that you request.
- The cost has been reduced by $0.00 as credit for zero meter(s) being set at the time of installation.
- The cost includes $8,127.00 of seasonal charges for installation from Dec. 1 through March 31. Site must be ready and signed grade verification form submitted by Nov. 1 to avoid seasonal charges.
- The cost does not include electric service to sewer lift stations, community well pumps, lighting, etc.
- Installation cost must be paid in advance of construction.
- If an additional cost estimate is needed within 12 months, there will be a charge for preparing the new estimate.
- **This cost is valid for 90 days provided this letter and enclosed drawing are signed and returned with payment, the site is ready, and all other requirements are met.**

Payment remittance:
Remit payment, if applicable, using one of the following options. Reference the work request number shown below on your check or when paying via phone or online.

- Personal check
- Online at www.we-energies.com/payconstructionbill
- Phone at 855-570-0998

Facility location:

- To avoid damage to underground facilities, you are responsible for locating and marking (with stakes, spray paint or flags) any buried obstructions and private underground facilities like lighting, septic systems, wells, sprinkler systems, etc.
- It is very important that you mark these facilities as We Energies and/or its agents are not responsible for damage to your facilities that are not properly marked before our work begins.

Construction:
Please consider this information when developing your project timeline:

- Once all job requirements are met, allow us a minimum three-week lead time for scheduling the installation of electric facilities.
- The area along the route of our facilities must be graded to within four inches of final grade. Fill, if deeper than three feet, must be compacted prior to the installation of our facilities. If relocation or

repair of our facilities becomes necessary because of a grade change greater than four inches, you will be billed the full relocation or repair costs.
- Easements to install and maintain all We Energies facilities, including the right to cut out brush, shrubs and trees must be provided.
- Lot corner pipes are required to be clearly and visibly marked and must be identifiable along the entire installation route. These markings will be field verified by We Energies personnel and installation will not proceed if we determine this requirement is not complete.

Lawn and pavement repair:
- Repair in the public right-of-way, for facilities installed beyond your project limits, will be completed according to municipal guidelines.
- Repair within your development will include backfilling and compacting using existing soil.
- All cut brush, shrubs and trees will be left at the site along our trench route.

Refund details:
- Refunds may be available for up to five years after the energization date and will not exceed the amount of the original cost.
- Refunds in the amount of $1,859.00 may be made for each single-phase residential/farm customer connecting to this extension.
- Additional refunds for larger services also may be available up to the original cost. The refund amounts vary based on the size of the meter set.
- Refunds will not exceed the amount of the original refundable cost of 66,488.80.

Your next step is to sign this letter and return it, along with a signed drawing and your payment. You may wish to make a copy of the letter for your records. Sign and return the enclosed Grade Verification Form only after all its provisions have been met. Please call me with any questions. I look forward to working with you to make your project a success.

Sincerely,

Mark Kofnetka
Energy Services Consultant
920-380-3549

Work Request #: 5146977

☐ I certify the grade was confirmed by a surveying/engineering firm and lot corner stakes are installed.

Accepted by: _____

Title: _____ Date: _____

P.S. For more information on the application and construction process for new developments, visit www.we-energies.com/contractors.

Enclosure

ELECTRIC WORK REQUEST

5146977

☐ C ☐ T ☒ V: HARRISON

CUST/PROJ NAME: VILLAGE OF HARRISON COMMERCE

PROJECT LOCATION: CTH N AND MANITOWOC RD

PREPARED BY: HEATH HEMAUER (K)

E-MAIL: HEATH.HEMAUER@WE-ENERGIES.COM

OFFICE #: 920-931-3210 CELL #: 920-522-3676

PROJECT ID: WI5146977 IO #: 17141

OPERATING MAPS: 3924-8960-04

EXISTING FEEDER: FDBY64 DARBOY SS

PROPOSED FEEDER: FDBY64 DARBOY SS

T-R-S - ¼Q: T20N R18E S11NW CGS#:

TYPE OF WORK:

- ☒ SUBDIVISION-UNDERGROUND FACILITIES
- ☐ SUBDIVISION-OVERHEAD FACILITIES
- ☐ SUBDIVISION STREET LIGHT - UNDERGROUND FACILITIES
- ☐ SUBDIVISION STREET LIGHT - OVERHEAD FACILITIES
- ☐ SUBDIVISION - RELOCATE FACILITIES
- ☐ OTHER:

STAKING REQUIREMENTS:

☒ SURVEYOR ☐ STAKED

☐ DESIGNER ☐ NOT NEEDED

RESTORE PRIVATE PROPERTY:

☐ YES ☐ NO

JU COMPANY: **JOB #**

ENGINEERING CONTACT: CONSTRUCTION CONTACT:

PHONE # PHONE #

CONSTRUCTION EMAIL:

EXCEPTIONS/ JU SIGNATURES:

JU COMPANY: **JOB #**

ENGINEERING CONTACT: CONSTRUCTION CONTACT:

PHONE # PHONE #

CONSTRUCTION EMAIL:

EXCEPTIONS/ JU SIGNATURES:

CONTACT JU PARTNERS 3-5 DAYS PRIOR TO CONSTRUCTION.

JOINT USE KEY:

____ = _____

____ = _____

____ = _____

____ = _____

RELATED WORK REQUESTS:

OH: _____

DB: _____

SLDB _____

SLOH: _____

☒ ROW TO OBTAIN EASEMENT / ADD EASEMENT. SURVEYOR TO STAKE C/L AND MARK WIDTH OF EASEMENT ON STAKE.

☐ ROW TO CONTACT CST/DESIGNER FOR EASEMENT REQ'S.

☐ NO NEW EASEMENTS REQUIRED

DEVELOPER:

COMPANY NAME VILLAGE OF HARRISON

ADDRESS W5298 STH 114

CITY, STATE HARRISON, WI

CONTACT NAME CHAD PELISHEK

PHONE 920-808-1598

EMAIL CPELISHEK@HARRISON-WI.ORG

ENGINEERING:

COMPANY NAME MCMAHON AND ASSOCIATES

CONTACT NAME LEE REIBOLD

PHONE 920-427-6020

EMAIL LREIBOLD@MCMGRP.COM

TOTAL TRENCH LENGTH: 3,717'

TOTAL BORE LENGTH: 224'

TOTAL NUMBER OF TRANSFORMERS: 1

TOTAL NUMBER OF PEDESTALS: 0

DIMENSIONING NOTES:
ALL CABLES TO BE INSTALLED 3' OFF P/L UNLESS OTHERWISE NOTED

CONSTRUCTION REMARKS:

* UNLESS NOTED OTHERWISE IN CONJUNCTION WITH
  - WR5146983 (GAS)
  - WR5146981 (LIGHTING DB)
  - WR5146982 (LIGHTING OH)

* DESIGN BASED ON TRENCHING AND BORING. IF ROCK IS ENCOUNTERED ADDITIONAL EQUIPMENT MAY BE REQUIRED AT ADDITIONAL COST.

* STORM, SANITARY, AND WATER WILL BE INSTALLED PRIOR TO INSTALLATION. DEPTH OF UTILITIES MUST BE VERIFIED ON SITE.

* LATERALS MAY BE ENCOUNTERED WHEN TRENCHING ALL LOTS HAVE INDIVIDUAL LATERALS. CAUTION MUST BE APPLIED WHEN CROSSING LATERALS.

* INSTALL AT STANDARD DEPTH UNLESS OTHERWISE NOTED.

* CABLES TO BE INSTALLED IN EASEMENT. VERIFY STATUS OF EASEMENT PRIOR TO CONSTRUCTION.

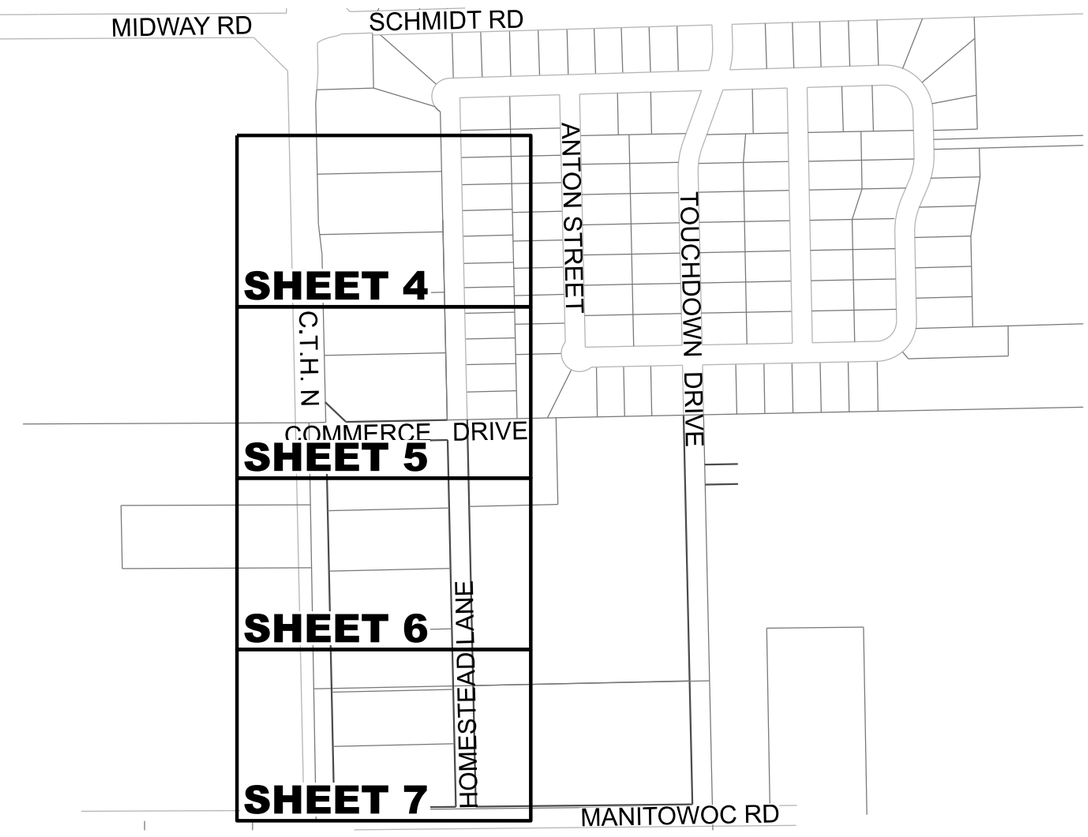
* TOTAL EXCAVATION = 3,941'
  - SOLO TRENCH = 2,515'
  - JOINT TRENCH = 1,202'
  - BORE = 224'

INSTALL INLET PROTECTION TYPE D AT ALL CURB INLETS WITHIN PROJECT SITE IF NOT ACCOUNTED FOR BY DEVELOPER

NOTES:
* WE ENERGIES WILL NOT RESTORE OR HAUL SPOIL UNLESS OTHERWISE NOTED ON SKETCH
* CUSTOMER/DEVELOPER IS RESPONSIBLE FOR LOCATING ANY/ALL PRIVATE UNDERGROUND FACILITIES AND/OR OBSTRUCTIONS INCLUDING THOSE THAT HAVE NOT YET BEEN TURNED OVER TO THE MUNICIPALITY
* WE ENERGIES AND/OR ITS CONTRACTORS ARE NOT RESPONSIBLE FOR DAMAGE TO UNMARKED FACILITIES
* CUSTOMER/DEVELOPER AND THEIR CONTRACTORS/SUB-CONTRACTORS MUST KEEP WE ENERGIES EASEMENT AREAS FREE AND CLEAR OF OBSTURCTIONS AND ENSURE ACCESS TO EASEMENT AREAS IS PROVIDED INCLUDING, BUT NOT LIMITED TO: DUMPSTERS, SPOIL, BACKFILL MATERIAL, ETC.
* CUSTOMER/DEVELOPER AND THEIR CONTRACTORS/SUB-CONTRACTORS MUST ENSURE THAT GRADE AT TIME OF WE ENERGIES INSTALLATION IS WITHIN 4" OF FINAL GRADE INCLUDING ANY PLANS FOR FUTURE LANDSCAPING
* ANY FIELD ADJUSTMENTS TO SIGNED/APPROVED SKETCH MAY RESULT IN ADDITIONAL COSTS INCURRED BY THE DEVELOPER
* WE ENERGIES IS NOT RESPONSIBLE FOR DAMAGE TO TREES AND/OR ROOTS LOCATED ALONG TRENCH ROUTE
* WE ENERGIES AND/OR ITS CONTRACTORS WILL CLEAN ANY MUD/DEBRIS THAT IS TRACKED ONTO EXISTING ROADS AS A RESULT OF THEIR CONSTRUCTION DAILY
* WE ENERGIES AND ITS CONTRACTORS ARE NOT RESPONSIBLE FOR COMPACTION ISSUES OR DAMAGES TO GRAVELED ROADS
* ANY ADDITIONAL SPECIAL NOTES OR PROVISIONS

_____ _____

CUSTOMER'S SIGNATURE OF APPROVAL DATE



EROSION CONTROL NOTES

- ☒ IF DISTURBANCE OCCURS IN SUMMER, FINAL STABILIZATION SHALL BE PERMANENT SEED AND PROPERLY ANCHORED MULCH, UNLESS NOTED. IF DISTURBANCE OCCURS IN WINTER, TEMPORARY STABILIZATION SHALL BE SOIL STABILIZER, UNLESS NOTED. FINAL STABILIZATION IS REQUIRED IN SPRING.
- ☐ IF DISTURBANCE OCCURS WITHIN THE SLOPE INTERCEPT, FINAL STABILIZATION SHALL BE SOIL STABILIZER, UNLESS NOTED. IF DISTURBANCE OCCURS OUTSIDE THE SLOPE INTERCEPT, FINAL STABILIZATION SHALL BE PERMANENT SEED AND PROPERLY ANCHORED MULCH, UNLESS NOTED.
- ☐ IF DISTURBANCE OCCURS IN AGRICULTURAL FIELDS, SOIL SEGREGATION WILL NEED TO TAKE PLACE TO RETURN FIELDS TO PRE-CONSTRUCTION SOIL STRATIFICATION AND TO PRE-CONSTRUCTION ELEVATIONS.
- ☒ DEPENDING ON THE TIME OF YEAR AND WEATHER CONDITIONS, CONSIDER USING PLATES/MATS IN WETLANDS OR CROSSING DITCHES.
- ☐ STOCKPILE MATERIALS SHALL BE PLACED UPSLOPE FROM EXCAVATION. IF STOCKPILE MATERIALS MUST BE PLACED DOWNSLOPE OF EXCAVATION, PROTECT STOCKPILES WITH 12" WATTLES.
- ☒ PROJECT SPECIFIC EROSION CONTROL NOTES:

WR 5146977

REV.	DESCRIPTION	BY	DATE
0	DESIGN APPROVED FOR CONSTRUCTION	HH	11/13/25

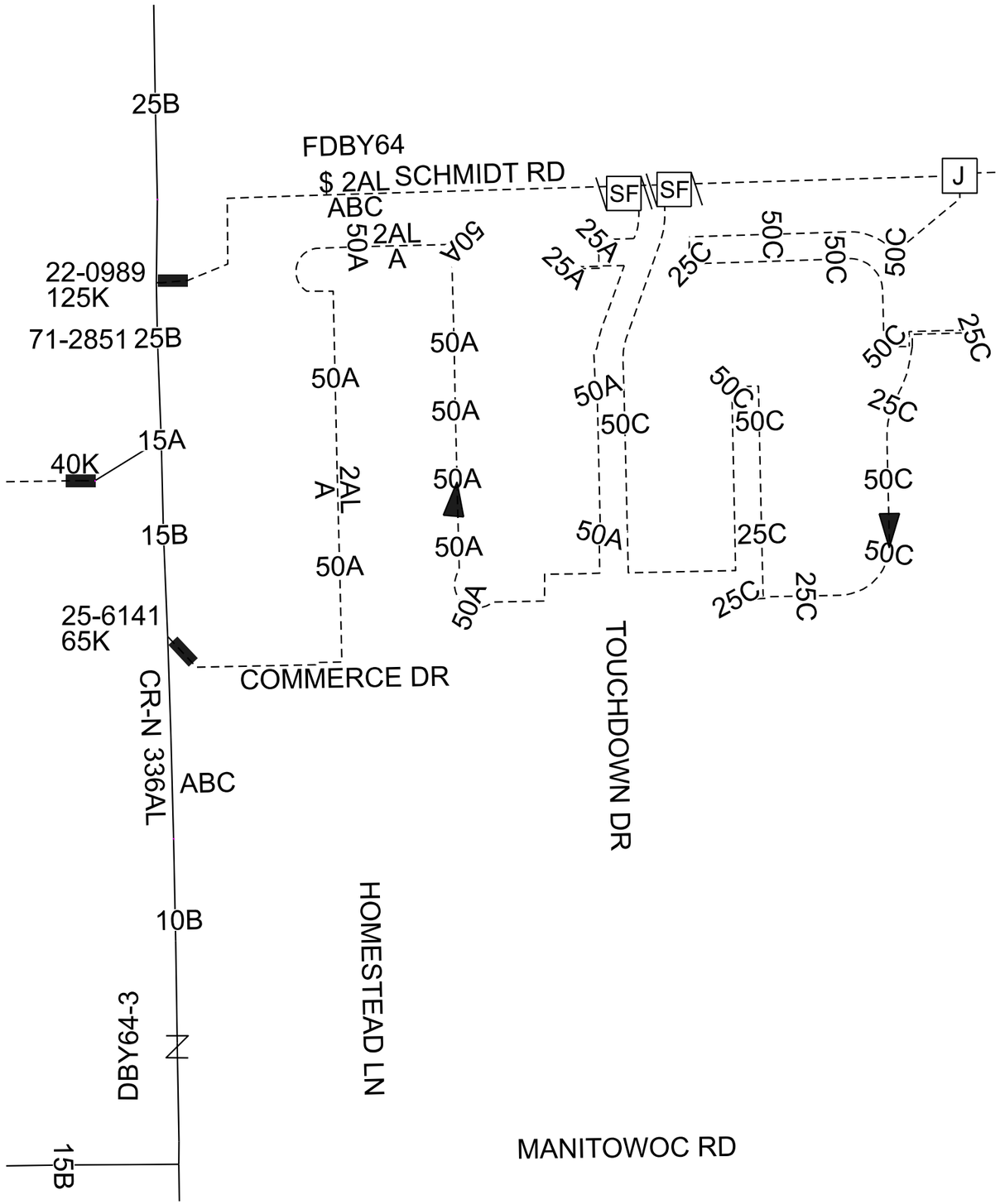
Printed 11/17/2025 2:28:41 PM

U:\Data\@Work Management\Fox Valley Major Projects\@FV Subdivisions\@FVSubD 5000000 - 5199999\5146977 - Harrison Commerce Park - Electric\

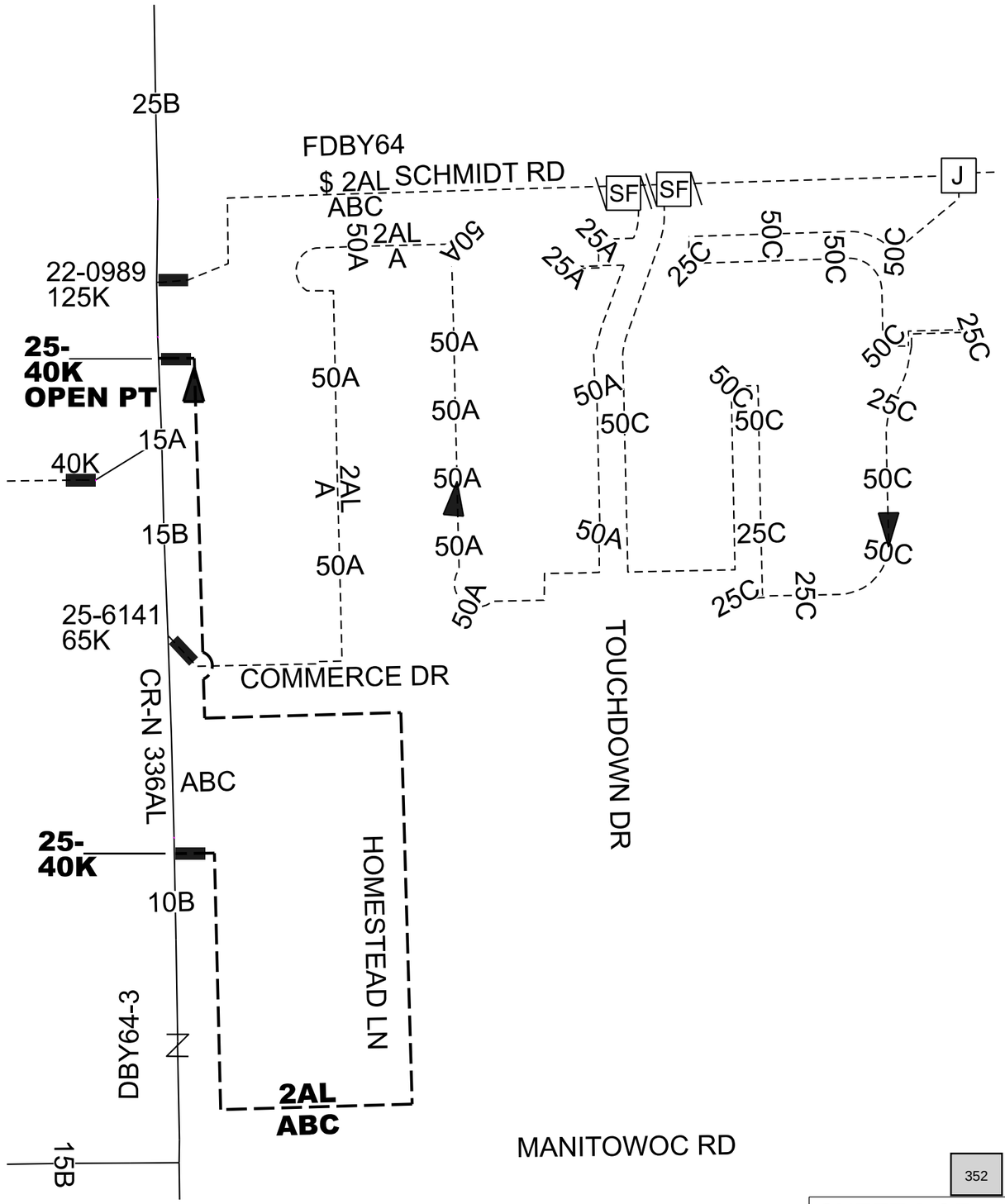
ELECTRIC WORK REQUEST

5146977

EXISTING FEEDER FDBY64



PROPOSED FEEDER FDBY64



Printed 11/17/2025 2:28:42 PM

ACCEPTABLE INSTALLATIONS
(ALL DIMENSIONS ARE MINIMUM SEPARATION REQUIREMENTS)

KEY

G = GAS MAIN

C = COMMUNICATIONS
(REPRESENTS ONE OR MORE CABLES)

E/C = ELECTRIC AND/OR COMMUNICATIONS
(REPRESENTS ONE OR MORE CABLES)

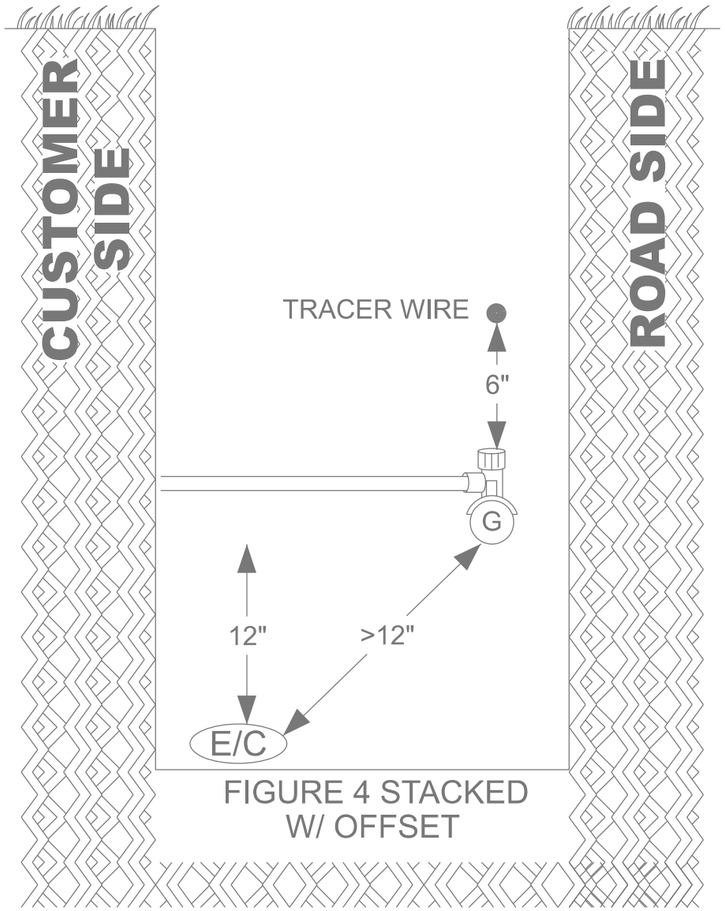
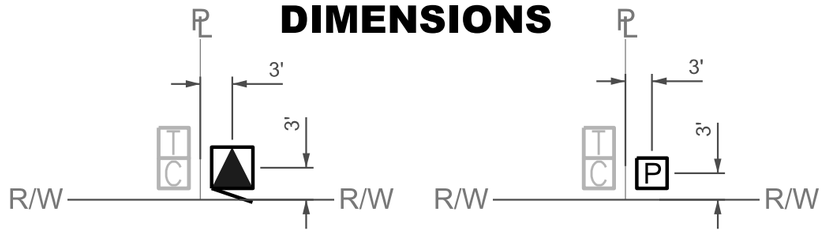


FIGURE 4 STACKED
W/ OFFSET

TYPICAL INSTALLATION DIMENSIONS



INSTALLATION IN EASEMENT

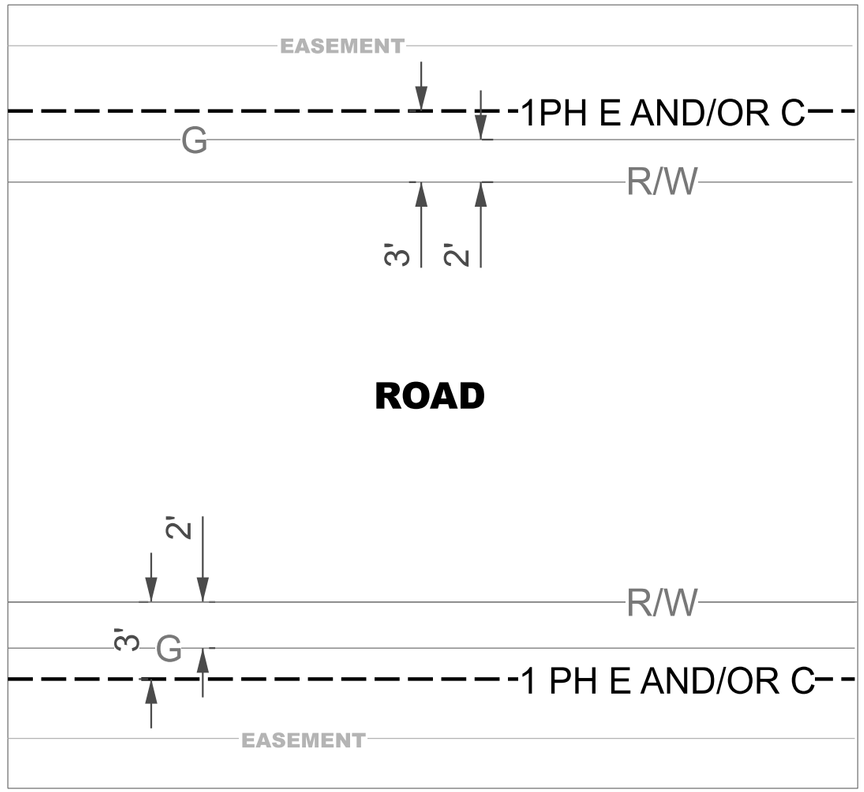


FIGURE 1

ELECTRIC WORK REQUEST

5146977

N

NEW SPAN 225'

F7N4
750'

F7N4
278'

105

71-2851
45-0
25B

100

25-

45-3

STD 110-13.7
RISER
STD 110-41.1
FUSE AT 40K
OPEN POINT

R/W

815'
F17

(SOLO)
PT 100-110

NEW SPAN 202'

F7N4
278'

S2

71-2883 35'

S2

71-2867
50-0
15A

FN

72-3723
40-0
15A

CTH N

R/W

3

R/W

F7N4
256'

HOMESTEAD LN

25U17479
50A

25U17478

P

F16

25U17477

P

91
92
93
94
95
96
97

2
3

SHEET 6

SCALE 1" = 60'

SHEET 4 OF 7

Printed 11/17/2025 2:28:42 PM

ELECTRIC WORK REQUEST

5146977

N

SHEET 7

S7

S7

62-1105 35'

71-2866
50-0
15B

4

RW

RW

CTH N

F7N4
275'

815'
F17

(SOLO)
PT 100-110

3

25-6141 45'

5

ENV
8, 27

110

UTILITY EASEMENT

F16

PL

BORE
80'
1 - 4"D
F17

(SOLO)

10

11

COMMERCE DR

14

11

F17
396'
(SOLO)

3

120

130

ENV
8, 27

F7N4
275'

RW

6

RW

HOMESTEAD LN

7

1

8

PL

98

25U17476
50A

PL

99

PL

100

P

25U17475

PL

RW

101

PL

F17
1 - 4"D
72'
BORE
(SOLO)

140

ENV
8, 27

RW

12

1,202'
F17

(JOINT)
PT 140-150

14

SHEET 5

SCALE 1" = 60'

Printed 11/17/2025 2:28:43 PM

ELECTRIC WORK REQUEST

5146977

N

SHEET 6

71-2849 45'

NEW SPAN 137'

F7N4
275'

35

170

25-

45-3
STD 110-13.7
RISER
STD 110-41.1
FUSE AT 40K

NEW SPAN 137'

13

14

3

HOMESTEAD LN

R/W

R/W

1,202'
F17

(JOINT)
PT 140-150

Aq

MCC

S5

S7

71-2848
45-2
10B

84-21340 40'

R/W

CTH N

R/W

F7N4
277'

1,304'
F17

(SOLO)
PT 160-170

17

18

3

71-2847 45'

SHEET 4

SCALE 1" = 60'

SHEET 6 OF 7

Printed 11/17/2025 2:28:43 PM

ELECTRIC WORK REQUEST

5146977

SHEET 5

N

CTH N

RW

RW

9

10

11

71-2846 45'

79-20848 45'

MANITOWOC RD

HOMESTEAD LN

RW

RW

19

22

PL

PL

PL

3

3

3

1,136'
F17
(SOLO)
PT 160-170

1,202'
F17
(JOINT)
PT 140-150

(SOLO)
BORE
72'
1 - 4"D
F17

ENV
8, 27

160

ENV
8, 27

150

10U3375
50C

UTILITY EASEMENT

R/W F16

R/W F16

04-08786
45-4

6

8

11

12

SCALE 1" = 60'

SHEET 7 OF 7

Printed 11/17/2025 2:28:43 PM

WE ENERGIES - ELECTRIC OPERATIONS

CLEARANCE NOTES:

-LOCATION OF OBSTRUCTIONS ARE FROM RECORDS AND MUST BE VERIFIED IN THE FIELD.
-MAINTAIN 2' MIN. CLEARANCE BETWEEN OUTSIDE FACE OF MANHOLE & BELL OF PIPE.
-THIS APPLIES TO GAS AND WATER MAINS.
-MAINTAIN 2' MIN. VERTICAL CLEARANCE AT CROSSINGS OF SEWER OR WATER MAINS.
-MAINTAIN 5' MIN. HORIZONTAL DIST. BETWEEN CONDUIT AND SEWER.
-MAINTAIN 3' MIN. HORIZONTAL DIST. BETWEEN CONDUIT AND WATER MAINS.
NOTE - CLEARANCES SHOWN ARE MINIMUM DISTANCES - REFERENCE PERMITS FOR SPECIFIC CLEARANCE REQUIREMENTS. ADDITIONAL UNDERGROUND INFORMATION ON EXCAVATION, BACKFILLING AND CLEARANCES CAN BE FOUND IN STD. 281-02.

STANDARD WIRE KEY

OVERHEAD PRIMARY
E, F, H, Q, R, W, X or Z

Z	1 #2 ACSR
Z1	1 #1/0 ACSR
Z2	1 #3/0 ACSR
Z3	3 #2 ACSR
Z4	3 #1/0 ACSR
Z5	3 #3/0 ACSR
Z7	3 #336 ACSR
Z9	SPECIAL LIST ON SKETCH
Z10	1 WIRE REMOVAL
Z11	2 WIRE REMOVAL
Z12	3WIRE REMOVAL

DIRECT BURY PRIMARY - E, F, H, Q, R, W, X or Z

Z13	1 #1 AL 25KV	X22	1 #2 Cu 15kV
Z14	3 #1 AL 25KV	X23	3 #2 Cu 15kV
Z15	3 #500 AL 28KV	Z24	1 #2 Cu 25kV
X16	1 #2 AL 15KV	Z25	3 #2 Cu 25kV
X17	3 #2 AL 15KV	X26	3 #500 Cu 15kV
X18	3 #500 AL 15KV	Z27	3 #500 Cu 28kV
R19	3 #1/0 AL 35KV	Z28	3 #750 Cu 28kV
R20	3 #750 AL 35KV	Z29	SPECIAL - LIST ON SKETCH
Z21	3 #750 AL 28KV		

NEUTRAL

N	1-#2 ACSR
N1	1-#1/0 ACSR
N2	1-#3/0 ACSR
N3	1-#4/0 AL
N4	1-#336 ACSR
N5	REMOVAL

GUYING

G	1/4" ARM GUY
G1	5/16" ARM GUY
G2	3/8" ARM GUY
G3	5/16" POLE GUY
G4	3/8" POLE GUY
G5	7/16" POLE GUY

SECONDARY - 1PHASE

S	6DX
S1	4 TX
S2	2 TX
S3	1/0 TXR
S4	3/0 TXR
S5	350 TXR
S6	750 TXR
S7	1/0 TXF
S8	4/0 TXF
S9	336 TXR
S10	750 TXF
S11	3 WIRE REMOVAL
S12	3 WIRE MAIN
S14	6DX CIC
S15	1/0TX CIC

SECONDARY - 3PHASE

$	1/0
$1	4/0
$2	336 TXF
$3	3/0 TX
$4	350 TX
$5	750 TX
$6	1/0 QXF
$7	3/0 QXF
$8	350 QXR
$9	750 QXR
$10	3 WIRE REMOVAL
$11	3/0 QXR
$12	4 WIRE REMOVAL

Section 12, Item r.

EROSION CONTROL LEGEND

ENV 8, 27	APPROXIMATE LOCATION FOR UNDERGROUND FACILITY EXCAVATION
A/B/C/D	INLET PROTECTION, TYPE
	12" WATTLE or 12"/20" SEDIMENT LOG or 9.5"/20" EROSION EEL
	STONE DITCH CHECK
	ROCK BAG
	MULCH
	SOIL STABILIZER, TYPE B
	EROSION MAT CLASS I, TYPE A
	EROSION MAT CLASS I, TYPE B
	EROSION MAT CLASS I, TYPE A URBAN
	EROSION MAT CLASS I, TYPE B URBAN
	EROSION MAT CLASS II
	EROSION MAT CLASS III
	VEGETATIVE BUFFER
	TRACKING PAD
	TIMBER MAT
	SILT FENCE
DW	APPROXIMATE DEWATERING BASIN LOCATION
	SURFACE WATER FLOW

WE ENERGIES WORK REQUEST ENVIRONMENTAL NOTES (Notes 1 through 7 apply to ALL work requests)

General

1. If WDNR and/or USACE permits were obtained for the project, all permit conditions shall be met during construction of the project.

Erosion Control

2. If soil disturbance occurs on slopes or channels/ditches leading to wetlands or waterways, or within wetlands, the disturbed areas shall be stabilized and appropriate erosion control Best Management Practices (BMP's) shall be implemented.
3. Erosion Control BMR's shall meet or exceed the approved WDNR Storm Watter Management Technical Standards (http://dnr.wi.gov/topic/stormwater/standards/const_standards.html). Refer to We Energies Construction Site Sediment and Erosion Control Standards.
4. Inspect installed erosion control BMP's at least one time per week and after ½" rain events: repair as necessary.
5. When temporary stabilization is required (e.g. for winter or short-term construction) prior to final restoration, soil stabilizer shall be installed wherever possible. Erosion mat shall be used temporarily only where appropriate, in accordance with state standards, and when approved by the Operations Supervisor.

Contaminated Soils

6. Whenever soil exhibiting obvious signs of contamination (e.g., discoloration, petroleum or solvent odor, free liquids other than water, buried containers or tanks, or other obvious signs of environmental impacts) is encountered during excavation or installation, cease work immediately, take appropriate immediate precautions to ensure worker health and safety, and contact the Operations Supervisor or Inspector.

Spills

7. If an oil spill occurs during construction, call the Environmental Incident Response Team (EIRT) at 414-430-3478:
   a. Any quantity of oil is spilled into surface water;
   b. Any oil spill greater than 50 ppm PCB into a sewer, vegetable garden, or grazing land;
   c. Any oil spill containing greater than 500 ppm PCB;
   d. Five gallons or more of oil spilled to the ground;
   e. Any oil spill involving a police department, fire department, DNR, or concerned property owner.

Notes 8 through 27 apply as noted at specific points within each work request:

Dewatering

8. Dewatering of pits or trenches shall be done in accordance with state standards. Use an approved sediment bag, a straw bale dewatering basin, a combination of both, or equivalent.

Wetlands

9. As much as practicable, the majorityof the work shall be staged from the public roadways and road shoulders, keeping equipment out of adjacent wetlands.
10. All work shall be conducted to minimize soil disturance. No rutting will be allowed within the wetlands.
11. If soils are not frozen or stable to a point that avoids rutting, timber mats, mud tracks, or equivalent shall be utilized to access pole locations.
12. Excavated soils cannot be stockpiled in wetlands.
13. All excess spoils shall be removed from wetlands and placed in a suitable upland location.
14. Trenching and pit excavations within wetlands shall include soil segregation to facilitate restoration of pre-construction soil stratification, and restoration to pre-construction elevations.
15. Poles scheduled to be removed, and that occur within wetland, shall be cut at the ground surface.

Waterways

16. No work can be performed within the banks or below the ordinary high watermark of any navigable waterways/streams.
17. No crossing of navigable waterways with equipment can occur. Foot traffic is allowed.
18. Any disturbed soil within 75-feet of the ordinary high water mark of any navigable waterways/streams shall be stabilized within 24 hours of construction completion.

Threatened and Endangered Species

19. Threatened or endangered species are known to occur in the work area. It is illegal to harass, harm, or kill a protected species under state and federal regulations. Proper precautions shall be taken to ensure harm to individuals is avoided.
20. In order to protect the threatened or endangered species, work must be conducted between November 5 and March 15.
21. Exclusion fencing must be installed at the work area prior to March 15.
22. A qualified biologist must be present when conducting work at this location.

Invasive Species

23. State regulated invasive species are known to occur in the work area. Reasonable precautions are legally required to prevent the spread of these species. The Wisconsin Council on Forestry Transportation and Utility Rights-of Way Best Management Practices should be followed: (http://council.wisconsinforestry.org/invasives/transportation/).

Cultural and Historical Resources, cont.

24. The project is within or adjacent to an area that is identified by the State of Wisconsin as potentially having Native American artifacts, burial mounds or burial sites, which could be encountered during construction.
25. If human bone or any artifacts are discovered during construction, work must cease immediately. Contact the Environmental Department who will contact the State Burial Sites Preservation Office and determine the next steps that must be taken in order to comply with state law. Work at that site MAY NOT PROCEED until the Environmental Department authorizes it.
26. A "qualified archaeologist," as specified under Wis. Stats 157.70 (1) (i) and Wis. Admin. Code HS 2.04 (6), must be present to monitor all ground disturbing activities.

Frac-out Contingency Plan

27. A frac-out contingency plan shall be on-site and implemented accordingly. The contingency plan shall incorporate the following components.
    a. Continuously inspect the bore paths for frac-outs in order to respond quickly and appropriately.
    b. Containment materials (e.g. silt fence, straw bales, sand bags, etc.) shall be on site and available should a frac-out occur.
    c. A vac truck shall be accessible on short notice in order to respond quickly to a frac-o

GRADE VERIFICATION FORM

Establishing the final grade on your property is necessary prior to the installation of We Energies underground facilities. To ensure public safety, state and national codes require us to install our facilities at certain depths. If relocation or repair of our facilities becomes necessary because of a grade change greater than 4 inches, you will be billed the full relocation or repair costs. Site must be ready and this form submitted by Nov. 1 to avoid seasonal charges for installations between Dec. 1 and March 31.

Project Details
Development Name: Village of Harrison Commerce Park
Municipality: V-Harrison
Work Request #: 5146977

AUTHORIZATION: I certify that I am the owner, or authorized representative of the owner, of the aforementioned development and that the entire route in which We Energies underground facilities are to be installed is within 4 inches of final grade. I certify the grade was confirmed by a surveying/engineering firm and that lot corner stakes are installed. I agree that I, or the owner of the property, will pay for any relocation or repair costs incurred by We Energies due to grade change in excess of 4 inches.

Signature: _____ Date: _____

Printed Name: _____

Title: _____

Village of HARRISON
WHERE OPPORTUNITY LIVES

VILLAGE BOARD MEETING **VILLAGE OF HARRISON**

From: Chad Pelishek, Village Manager **Meeting Date:** 1/27/2026

Title: Electric Service Installation- We Energies- Fire Station 70

Recommended Action: Motion to approve electric service installation to new Fire Station 70 for $10,779.80.

Background and Additional Information:
The work involves installing a permanent electric service into the new Fire Station 70.

The costs for this item are built in the overall project budget.

Budget Impacts: $10,779.80

Attachments: Cost packet from We-Energies.

We Energies
800 S. Lynndale Dr.
Appleton, WI 54914
Phone 800-972-8856
www.we-energies.com

January 21, 2026

CHAD PELISHEK
W5298 State Road 114
Menasha, WI 54952

THIS LETTER IS YOUR INVOICE FOR ELECTRIC SERVICE
W5662 Manitowoc Rd , Menasha, WI 54952

Dear CHAD PELISHEK,

With your returned service application, you are on your way to having electric service installed at your location.

Please confirm that the following electric service details are correct. If not, please call me right away.

Type:	New Service	Subdivision:	n/a	
Class:	Underground	Lot #:	0	
Size:	800 amps	Work Request #:	5151845	(for internal use only)
Voltage:	208Y/120V-4W			

Your next steps are to:

1. *Send in payment for electric service installation.*
   - **The cost for electric service installation is: $10,779.80**
   - This includes $660.00 for installation from December 1 through March 31.
   - We must receive your payment and electrical inspection before we can schedule your installation. Please include the service address with your payment, and send it to us in the enclosed envelope.
   - In the event we encounter unusual conditions during the installation of your service, there may be additional charges.
   - This amount is valid for 90 days from the date of this letter.
   - If an additional cost estimate is needed within 12 months, there will be a charge for preparing the new estimate.
2. *Sign and return one of the enclosed sketches:*
   - Review, sign and return an enclosed sketch in the envelope provided.
   - Draw and label any private underground facilities on the sketch.
   - We must receive your approved and signed sketch before step #3 below.
3. *Send or fax the* Ready for Service *card when the site is ready for electric service installation:*
   - Your construction site is ready for service when requirements 1-4 on the *Ready for Service* card are met.
   - When we receive your card, we will call you to discuss the installation.

4. Mark private underground facilities.
   - Locate and mark (with stakes, spray paint or flags) or expose any customer-owned underground obstructions or facilities.
   - If you are not sure what this includes, please call for more information.
   - We Energies and/or its agents will not be held responsible for damage to unmarked, private facilities.

Contact me for all of your electric installation needs.

I'm here to make sure your questions are answered and any concerns you have are addressed. On behalf of We Energies, I appreciate the opportunity to serve you and look forward to providing you with safe, reliable and reasonably-priced electricity.

Sincerely,

Alexis Kringel
Energy Services Consultant
Phone 920-380-3372; Fax 920-380-3506

ELEC WR **WI 5151845**

GAS WR **####**

CITY / TOWN / VILLAGE: V/HARRISON

CUST/PROJ NAME: VILLAGE OF HARRISON

PROJECT LOCATION: W5662 MANITOWOC RD

WORK DESCRIPTION: EXTEND UNDERGROUND 3PH PRIMARY FOR 800A SERVICE.

PREPARED BY: JOSEPH SALM

E-MAIL: JOSEPH.SALM@WE-ENERGIES.COM

OFFICE #: 920-380-3466 CELL #: 715-281-0022

PAGER #: IO #: 5469

PROJECT ID: WI5151845 CGS #:

DATE PREPARED: 12/11/2025 DATE REVISED:

RAILROAD PERMITTING/FLAGGING REQUIRED ☐ YES ☒ NO RR NAME

CORROSION CONTACT: PHONE #:

COMMON INFORMATION

STAKING REQUIREMENTS:

☒ SURVEYOR ☐ STAKED

☐ DESIGNER ☐ NOT NEEDED

MAIN / SERVICE IN EASEMENT:

☒ YES ☐ NO

RESTORE PRIVATE PROPERTY: ☐ WE ENERGIES ☒ CUSTOMER

WORK IS APPROX 225 FT, DIRECTION N OF CL OF MANITOWOC RD NEAREST CROSS STREET *(ALSO FOR GAS SERVICE TEE)*

ELECTRIC INFORMATION

OPER MAP #: FEEDER/LINE #: FDBY64

CATV JOINT USE #: TEL JOINT USE #:

PROPOSED GAS SERVICE INFORMATION

MTR SIZE: MTR TYPE: PRES:

SERV PIPE SIZE: MATERIAL:

MTR LOC: FT. OF CORNER

CONSTRUCTION TYPE:

☐ EFV ☐ RELIGHT ☐ CURB VLV ☐ TIE IN PIPING

CRITICAL SAFETY RULES - EO:
1. Enclosed space procedures
2. Excavation and shoring
3. Rubber gloves and sleeves
4. Fall protection
5. Lock out - Tag out
6. Seat belts
7. Securing parked vehicles

CREW TO CONTACT LARRY PELLATT TO HAVE PRIVATE FACILITIES LOCATED. 209-640-8366

RELATED GAS WR: 5146672

PRIMARY ALONG HOMESTEAD LN TO BE INSTALLED BY WR 5146977.

JOB INFO:

SECTION / TOWN / RANGE: NW1/4 SEC 11, T20N, R18E
SITE VISIT COMPLETED BY: JOSEPH SALM
JOB OWNER: ALEXIS HENSCHEL, 920-380-3372

MAIN CONTACTS:

- ☒ CONTRACTOR/BUILDER: WENDEL COMPANIES, ROBERT BARTECK, 715-832-4848 EXT 2352
- ☒ PLUMBER/HVAC: JOHNSON & JONET MECHANICAL CONTRACTOR, JEFF LEMAHIEU, 920-378-1232
- ☒ ELECTRICIAN: VOE POWER @ SYSTEMS LLC, ROB VAN OFFEREN, 920-428-4160
- ☒ CUSTOMER: VILLAGE OF HARRISON, CHAD PELISHEK, 920-989-1062

CONTINGENCIES & COMMENTS:

DIGGERS HOTLINE / MISS DIG REQUIRED
WE ENERGIES WILL COMPLETE LAWN / PAVEMENT REPAIR ON:
☐ ROAD ROW ☐ NEIGHBORING PROPERTY
☒ NONE ☐ CUSTOMER PROPERTY
WE ENERGIES WILL HAUL SPOIL FROM:
☐ ROAD ROW ☐ NEIGHBORING PROPERTY
☒ NONE ☐ CUSTOMER PROPERTY

CUSTOMER IS REQUIRED TO LOCATE ALL PRIVATE UNDERGROUND FACILITIES PRIOR TO INSTALLATION
WE ENERGIES IS NOT RESPONSIBLE FOR ROOT DAMAGE

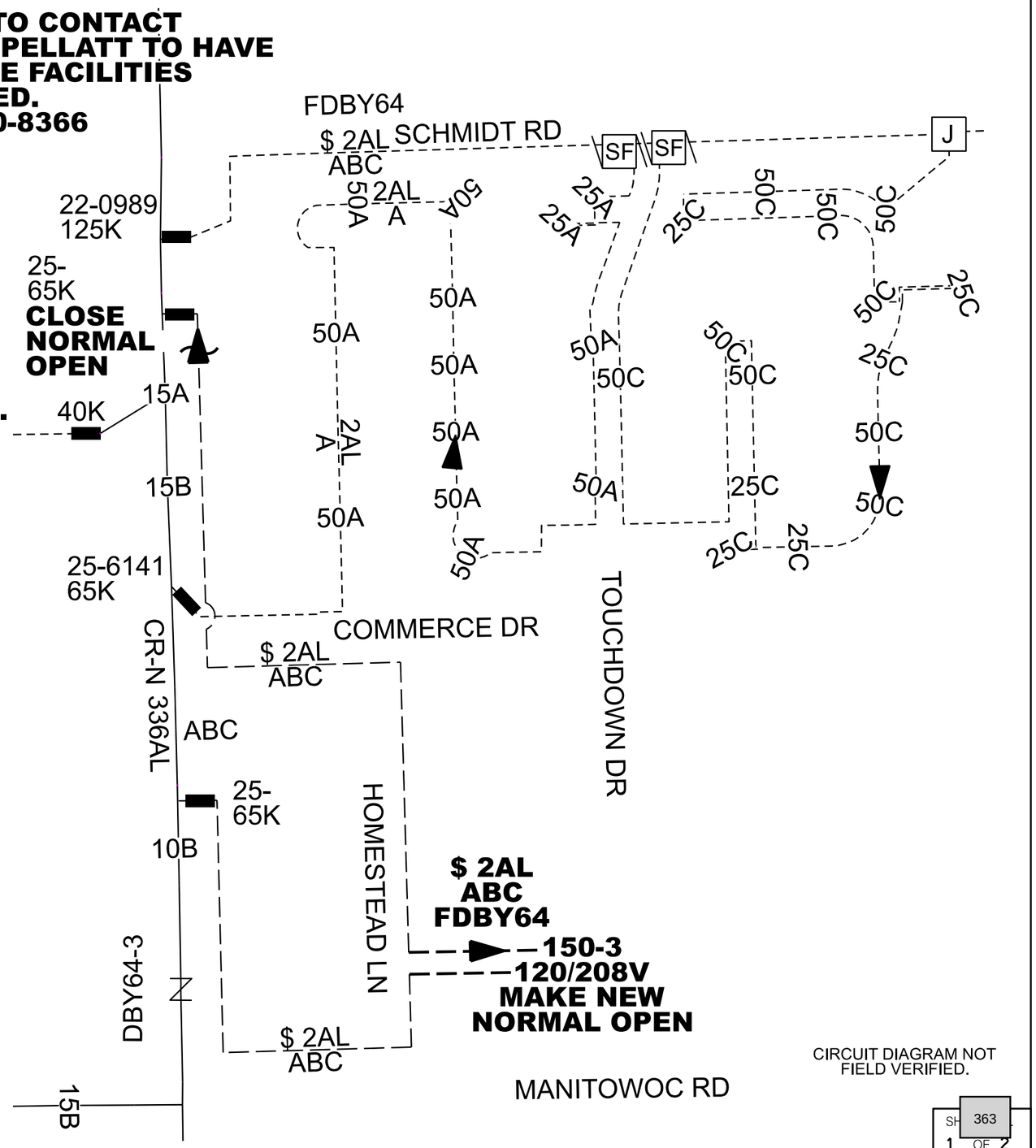
CONSTRUCTION REMARKS

*

*

BUILDER OK WITH TRENCHING & BACKFILLING THROUGH FUTURE HARD SURFACE AREAS.

CUSTOMER'S SIGNATURE OF APPROVAL DATE



ELEC WR **WI 5151845**

GAS WR **####**

NORTH

RELATED GAS WR: 5146672

PRIMARY ALONG HOMESTEAD LN TO BE INSTALLED BY WR 5146977.

130 25-45-3 **RETAG**
ALONG CR-N NEAR N9266

110 **26U**
150ABC 120/208V
288-23.1
288-90.1
PAD: 78" X 68"
NEW NORMAL OPEN

F17F17 - 209'
TRENCH W/ GAS
2 - 4" DUCTS
128' JOINT
81' SOLO

GENERATOR
BLAST WALL
MIN. 3' SPACING FROM BLAST WALL REQUIRED.

$8$8 - 11'
TRENCH
2 - 4" DUCTS

120 **METER**
800A TRANSOCKET
3-600:5A CTS ER
GASCC: 34,100A RMS
120/208V

100 **SPLICES**

HOMESTEAD LN

R/W

GAS

PROP GAS

TO BE INSTALLED BY WR 5146977 F17

W5662

CREW TO CONTACT LARRY PELLATT TO HAVE PRIVATE FACILITIES LOCATED. 209-640-8366

140 25-45-3 **RETAG**
ALONG CR-N AT N9175

MANUFACTURER: _____
KVA: 150
VOLTAGE: 120/208
LOCATION ID: 110
PHASE: ABC
FLUID TYPE: _____ DESIGN IZ: _____
SERIAL: _____
MATERIAL #: T2275022
ASSET ID #: _____
3 PHASE TRANSFORMER LOAD BREAK SWITCHES? ☐Y ☐N

FOR SOC USE ONLY
WE ENERGIES EQUIPMENT ENERGIZED ☐Y ☐N
Customer EQUIPMENT ENERGIZED ☐Y ☐N EDC: _____
SWITCHED BY: _____ DATE/TIME: _____

WE ENERGIES - ELECTRIC OPERATIONS

CLEARANCE NOTES:

-LOCATION OF OBSTRUCTIONS ARE FROM RECORDS AND MUST BE VERIFIED IN THE FIELD.
-MAINTAIN 2' MIN. CLEARANCE BETWEEN OUTSIDE FACE OF MANHOLE & BELL OF PIPE.
-THIS APPLIES TO GAS AND WATER MAINS.
-MAINTAIN 2' MIN. VERTICAL CLEARANCE AT CROSSINGS OF SEWER OR WATER MAINS.
-MAINTAIN 5' MIN. HORIZONTAL DIST. BETWEEN CONDUIT AND SEWER.
-MAINTAIN 3' MIN. HORIZONTAL DIST. BETWEEN CONDUIT AND WATER MAINS.
NOTE - CLEARANCES SHOWN ARE MINIMUM DISTANCES - REFERENCE PERMITS FOR SPECIFIC CLEARANCE REQUIREMENTS. ADDITIONAL UNDERGROUND INFORMATION ON EXCAVATION, BACKFILLING AND CLEARANCES CAN BE FOUND IN STD. 281-02.

STANDARD WIRE KEY

OVERHEAD PRIMARY
E, F, H, Q, R, W, X or Z

Z	1 #2 ACSR
Z1	1 #1/0 ACSR
Z2	1 #3/0 ACSR
Z3	3 #2 ACSR
Z4	3 #1/0 ACSR
Z5	3 #3/0 ACSR
Z7	3 #336 ACSR
Z9	SPECIAL LIST ON SKETCH
Z10	1 WIRE REMOVAL
Z11	2 WIRE REMOVAL
Z12	3WIRE REMOVAL

DIRECT BURY PRIMARY - E, F, H, Q, R, W, X or Z

Z13	1 #1 AL 25KV	X22	1 #2 Cu 15kV
Z14	3 #1 AL 25KV	X23	3 #2 Cu 15kV
Z15	3 #500 AL 28KV	Z24	1 #2 Cu 25kV
X16	1 #2 AL 15KV	Z25	3 #2 Cu 25kV
X17	3 #2 AL 15KV	X26	3 #500 Cu 15kV
X18	3 #500 AL 15KV	Z27	3 #500 Cu 28kV
R19	3 #1/0 AL 35KV	Z28	3 #750 Cu 28kV
R20	3 #750 AL 35KV	Z29	SPECIAL - LIST ON SKETCH
Z21	3 #750 AL 28KV		

NEUTRAL

N	1-#2 ACSR
N1	1-#1/0 ACSR
N2	1-#3/0 ACSR
N3	1-#4/0 AL
N4	1-#336 ACSR
N5	REMOVAL

GUYING

G	1/4" ARM GUY
G1	5/16" ARM GUY
G2	3/8" ARM GUY
G3	5/16" POLE GUY
G4	3/8" POLE GUY
G5	7/16" POLE GUY

SECONDARY - 1PHASE

S	6DX
S1	4 TX
S2	2 TX
S3	1/0 TXR
S4	3/0 TXR
S5	350 TXR
S6	750 TXR
S7	1/0 TXF
S8	4/0 TXF
S9	336 TXR
S10	750 TXF
S11	3 WIRE REMOVAL
S12	3 WIRE MAIN
S14	6DX CIC
S15	1/0TX CIC

SECONDARY - 3PHASE

$	1/0
$1	4/0
$2	336 TXF
$3	3/0 TX
$4	350 TX
$5	750 TX
$6	1/0 QXF
$7	3/0 QXF
$8	350 QXR
$9	750 QXR
$10	3 WIRE REMOVAL
$11	3/0 QXR
$12	4 WIRE REMOVAL

EROSION CONTROL LEGEND

ENV 8, 27	APPROXIMATE LOCATION FOR UNDERGROUND FACILITY EXCAVATION
A/B/C/D	INLET PROTECTION, TYPE
	12" WATTLE or 12"/20" SEDIMENT LOG or 9.5"/20" EROSION EEL
	STONE DITCH CHECK
	ROCK BAG
	MULCH
	SOIL STABILIZER, TYPE B
	EROSION MAT CLASS I, TYPE A
	EROSION MAT CLASS I, TYPE B
	EROSION MAT CLASS I, TYPE A URBAN
	EROSION MAT CLASS I, TYPE B URBAN
	EROSION MAT CLASS II
	EROSION MAT CLASS III
	VEGETATIVE BUFFER
	TRACKING PAD
	TIMBER MAT
	SILT FENCE
DW	APPROXIMATE DEWATERING BASIN LOCATION
	SURFACE WATER FLOW

WE ENERGIES WORK REQUEST ENVIRONMENTAL NOTES (Notes 1 through 7 apply to ALL work requests)

General

1. If WDNR and/or USACE permits were obtained for the project, all permit conditions shall be met during construction of the project.

Erosion Control

2. If soil disturbance occurs on slopes or channels/ditches leading to wetlands or waterways, or within wetlands, the disturbed areas shall be stabilized and appropriate erosion control Best Management Practices (BMP's) shall be implemented.
3. Erosion Control BMR's shall meet or exceed the approved WDNR Storm Watter Management Technical Standards (http://dnr.wi.gov/topic/stormwater/standards/const_standards.html). Refer to We Energies Construction Site Sediment and Erosion Control Standards.
4. Inspect installed erosion control BMP's at least one time per week and after ½" rain events: repair as necessary.
5. When temporary stabilization is required (e.g. for winter or short-term construction) prior to final restoration, soil stabilizer shall be installed wherever possible. Erosion mat shall be used temporarily only where appropriate, in accordance with state standards, and when approved by the Operations Supervisor.

Contaminated Soils

6. Whenever soil exhibiting obvious signs of contamination (e.g., discoloration, petroleum or solvent odor, free liquids other than water, buried containers or tanks, or other obvious signs of environmental impacts) is encountered during excavation or installation, cease work immediately, take appropriate immediate precautions to ensure worker health and safety, and contact the Operations Supervisor or Inspector.

Spills

7. If an oil spill occurs during construction, call the Environmental Incident Response Team (EIRT) at 414-430-3478:
   a. Any quantity of oil is spilled into surface water;
   b. Any oil spill greater than 50 ppm PCB into a sewer, vegetable garden, or grazing land;
   c. Any oil spill containing greater than 500 ppm PCB;
   d. Five gallons or more of oil spilled to the ground;
   e. Any oil spill involving a police department, fire department, DNR, or concerned property owner.

Notes 8 through 27 apply as noted at specific points within each work request:

Dewatering

8. Dewatering of pits or trenches shall be done in accordance with state standards. Use an approved sediment bag, a straw bale dewatering basin, a combination of both, or equivalent.

Wetlands

9. As much as practicable, the majorityof the work shall be staged from the public roadways and road shoulders, keeping equipment out of adjacent wetlands.
10. All work shall be conducted to minimize soil disturance. No rutting will be allowed within the wetlands.
11. If soils are not frozen or stable to a point that avoids rutting, timber mats, mud tracks, or equivalent shall be utilized to access pole locations.
12. Excavated soils cannot be stockpiled in wetlands.
13. All excess spoils shall be removed from wetlands and placed in a suitable upland location.
14. Trenching and pit excavations within wetlands shall include soil segregation to facilitate restoration of pre-construction soil stratification, and restoration to pre-construction elevations.
15. Poles scheduled to be removed, and that occur within wetland, shall be cut at the ground surface.

Waterways

16. No work can be performed within the banks or below the ordinary high watermark of any navigable waterways/streams.
17. No crossing of navigable waterways with equipment can occur. Foot traffic is allowed.
18. Any disturbed soil within 75-feet of the ordinary high water mark of any navigable waterways/streams shall be stabilized within 24 hours of construction completion.

Threatened and Endangered Species

19. Threatened or endangered species are known to occur in the work area. It is illegal to harass, harm, or kill a protected species under state and federal regulations. Proper precautions shall be taken to ensure harm to individuals is avoided.
20. In order to protect the threatened or endangered species, work must be conducted between November 5 and March 15.
21. Exclusion fencing must be installed at the work area prior to March 15.
22. A qualified biologist must be present when conducting work at this location.

Invasive Species

23. State regulated invasive species are known to occur in the work area. Reasonable precautions are legally required to prevent the spread of these species. The Wisconsin Council on Forestry Transportation and Utility Rights-of Way Best Management Practices should be followed: (http://council.wisconsinforestry.org/invasives/transportation/).

Cultural and Historical Resources, cont.

24. The project is within or adjacent to an area that is identified by the State of Wisconsin as potentially having Native American artifacts, burial mounds or burial sites, which could be encountered during construction.
25. If human bone or any artifacts are discovered during construction, work must cease immediately. Contact the Environmental Department who will contact the State Burial Sites Preservation Office and determine the next steps that must be taken in order to comply with state law. Work at that site MAY NOT PROCEED until the Environmental Department authorizes it.
26. A "qualified archaeologist," as specified under Wis. Stats 157.70 (1) (i) and Wis. Admin. Code HS 2.04 (6), must be present to monitor all ground disturbing activities.

Frac-out Contingency Plan

27. A frac-out contingency plan shall be on-site and implemented accordingly. The contingency plan shall incorporate the following components.
   a. Continuously inspect the bore paths for frac-outs in order to respond quickly and appropriately.
   b. Containment materials (e.g. silt fence, straw bales, sand bags, etc.) shall be on site and available should a frac-out occur.
   c. A vac truck shall be accessible on short notice in order to respond quickly to a frac-o

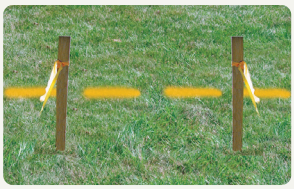
Are you ready for electric service?

Important! | The electric ready for service card must be completed, signed and returned to us before we can begin your new service installation.

If the site is not ready when we arrive to install service, your timeline may be significantly delayed.

To be considered ready for service, check the boxes to confirm that you have completed the following:

☐ Confirmed all well, drain tiles, septic/mound system, underground yard lighting and/or sprinkler systems are marked clearly with stakes, spray paint or flags.



We Energies and/or its agents will not be held responsible for damage to customer-owned underground facilities that are not properly located and marked before electric service installation. If you are unable to properly locate and mark those buried facilities, you can hire a contractor to do it for you.

☐ Cleared a minimum 10-foot wide path along the service route from the property line to the marked meter location on the building. Dirt piles and construction materials are out of the way.

We Energies WILL NOT remove any obstacles from construction site.

☐ Installed We Energies-approved meter socket, pedestal or CT cabinet at the agreed-upon location marked on site sketch.

This applies to both underground and overhead services.

☐ Prepared ground around building and along the service route to within 4 inches of final grade (applies to underground service only).

The owner of the property, or responsible party, will pay for any relocation or repair costs incurred by We Energies due to grade changes in excess of 4 inches.

☐ Sent **signed site sketch and payment** (if applicable) and informed We Energies of any future plans for deck, patio or pool.

Once service is installed, costs for moving electric facilities to accommodate new structures will be your responsibility. Building over the top of electric facilities (including the meter) may cause serious safety or code violations.

☐ **I understand that my service will not be energized until We Energies receives my municipal inspection.**

Electric ready for service card | *Please complete, sign and return this card when all of the items above have been completed.*

If the site is not ready when we arrive to install service, your timeline may be significantly delayed.

Name: VILLAGE OF HARRISON
(please print)

Installation address: W5662 MANITOWOC RD (FIRE DEPT)
(please print)

City: MENASHA

State: WI ZIP code: 54952

Daytime phone: _____

☐ I certify that I am the owner or authorized representative of the owner.

Signature: _____

Date: 01/21/2026

☐ Please hold my ready for service card and schedule installation after March 31.

Additional charges for electric service installation apply from Dec. 1 through March 31.

(For We Energies office use only) Order number: 5151845

For new service questions, go to www.we-energies.com/newservice or call 262-574-6400 or 866-423-0364 (toll

Village of HARRISON
WHERE OPPORTUNITY LIVES

VILLAGE BOARD MEETING **VILLAGE OF HARRISON**

From: Chad Pelishek, Village Manager **Meeting Date:** 1/27/2026

Title: Decorative Lights Installation - We Energies- Crossroads Business Park

Recommended Action: Motion to $45,900.88 to contract with We-Energies to install decorative lights in the Harrison Commerce Park.

Background and Additional Information:
The recommendation of our contact at We- Energies is to order the lights now and postpone installation until after April 1 to save on seasonal charges and that fact that they have an 8-week delivery time. The lights will be installed on the west side of Homestead Lane and Commerce Drive.

Acorn fixture
Available in black and green.

The wiring for the lighting is a separate trench outside the scope of the gas main extension and 3phase line extension. The cost letter has seasonal charges applied. Depending on your thoughts and the lead time, I suggest that you save the seasonal charges ($8,247.00) $54,147.88-$8,247.00 seasonal= Total of $45,900.88 and wait until after April 1st when our charges are removed and lighting materials should be in stock around that time. Lighting will be fed off a pedestal already in place. If you choose to wait till seasonal is off, your team create payment of the $**45,900.88**.

Budget Impacts: $45,900.88- TID 5

Attachments: Cost Packet from We-Energies

We Energies
231 W. Michigan St.
Milwaukee, WI 53203
www.we-energies.com

1/21/2026

Village of Harrison
W5298 State Road 114
Menasha, WI 54952

Subject: Lighting at Harrison Commerce Park CTH N/Manitowoc Road

Dear Chad Pelishek:

This letter details work for We Energies Outdoor Lighting. The upfront charge for this work, which expires 90 days from the date of this letter, is $54,147.88, and does not include site restoration. Net monthly charges will initially increase by $179.70, which is subject to future rate changes as approved by the Public Service Commission of Wisconsin. Your next steps are:

1. Review the following prior to providing authorization and payment:
   - Luminaires are controlled to provide dusk to dawn operation.
   - Customer must contact us for lighting maintenance.
   - Fixtures are warranted until removed.
   - Non-standard poles and conductors are warranted for 15 years.
   - Customer must locate private underground facilities and grant or obtain, without expense to us, access to property, necessary permissions, easements, ordinance satisfaction and permits for installation, removal and maintenance of lighting facilities.
   - Termination or change requests after installation and prior to conclusion of the initial term will result in customer charges. Monthly rates for fixtures on the LED rate are reduced after the initial term.
   - All applicable lighting tariff terms and conditions are available at www.we-energies.com.
   - We do not guarantee this installation meets AASHTO or the Illuminating Engineering Society's minimum recommended standards for lighting.

2. Remit payment, if applicable, using one of the following options. Reference the work request number shown below on your check or when paying via phone or online.
   - Personal check.
   - Online by visiting www.we-energies.com/payconstructionbill.
   - By phone at 855-570-0998.

3. Sign and return the enclosed documents to:
   We Energies
   Essential Services A299
   PO Box 2046
   Milwaukee, WI 53201-9627

If returning via email send to Night-Aura-Outdoor-Ltg@wecenergygroup.com.

Material will be ordered upon receipt of required authorizations and payment. Work will be scheduled when all contingencies are met. If you have any questions, please call me at . We look forward to working with you on your lighting project.

Sincerely,

Mark Kofnetka

By signing this letter, you authorize us to do this work and acknowledge acceptance of the rates and conditions of the specified tariffs as approved by the Public Service Commission of Wisconsin.

Signature: _____ Date:_____

Print name:_____ Title:_____

Work request #: 5146982

Enclosures

Non-Standard Lighting Record - WI

Billing Name	**Village of Harrison**				
Billing Address	W5298 State Road 114				
C/T/V	Menasha	**State**	WI	**Zip**	54952
Service Address, if different than Billing Address					
Name	VILLAGE OF HARRISON COMMERCE PARK				
Address	Homestead Lane				
C/T/V	Harrison	**State**	WI	**Zip**	54952

	Install	Re
Open cIS CONTRACT#	**0716666446-24**	
Open cIS Premise#	**388833324**	
New Account?	☐ Yes	
Customer Type	Governmental (MS4 / LE6)	
Work Request	**5146982**	**Related Work Request**
Page # / of #	1 OF 1	

	Pole					Fixture												
Ref #	**Pole #**	**Rate**	**Style**	**Mtg Ht**	**Color**	**Qty**	**Source**	**Style**	**Color**	**Fixt Class**	**Facilities / LED fixture per mo**	**Facilities / HID fixture per mo**	**Watts / fixture**	**LED Energy Class (kWh)**	**Energy / fixture per mo**	**Total / mo w/ Source Charge ***	**Location Description**	**Install / Remove Date**
120	26-L-	LE6 gov	FG-Smooth	15 Ft	Black	1	LED_3K	Acorn	Black	H	$10.16		50	16-18	$1.81	$12.97	W SIDE OF HOMESTEAD LN - 285' N OF COMMERCE DR	
200	26-L-	LE6 gov	FG-Smooth	15 Ft	Black	1	LED_3K	Acorn	Black	H	$10.16		50	16-18	$1.81	$12.97	NW CORNER SECTION OF HOMESTEAD LN & COMMERCE DR	
210	26-L-	LE6 gov	FG-Smooth	15 Ft	Black	1	LED_3K	Acorn	Black	H	$10.16		50	16-18	$1.81	$12.97	N SIDE OF COMMERCE DR 275' E OF CTH N	
220	26-	LE6 gov	Wood	35 Ft	Natural	1	LED_4K	Oval-Med	Gray	E	$8.30		70	25-27	$2.73	$12.03	NE CORNER SECTION OF COMMERCE DR & CTH N	
150	26-L-	LE6 gov	FG-Smooth	15 Ft	Black	1	LED_3K	Acorn	Black	H	$10.16		50	16-18	$1.81	$12.97	W SIDE OF HOMESTEAD LN - 215' S OF COMMERCE DR	
140	26-L-	LE6 gov	FG-Smooth	15 Ft	Black	1	LED_3K	Acorn	Black	H	$10.16		50	16-18	$1.81	$12.97	W SIDE OF HOMESTEAD LN - 785' N OF COMMERCE DR	
130	26-L-	LE6 gov	FG-Smooth	15 Ft	Black	1	LED_3K	Acorn	Black	H	$10.16		50	16-18	$1.81	$12.97	W SIDE OF HOMESTEAD LN - 540' N OF COMMERCE DR	
160	26-L-	LE6 gov	FG-Smooth	15 Ft	Black	1	LED_3K	Acorn	Black	H	$10.16		50	16-18	$1.81	$12.97	W SIDE OF HOMESTEAD LN - 125' S OF TONYS WAY	
310	26-L-	LE6 gov	FG-Smooth	15 Ft	Black	1	LED_3K	Acorn	Black	H	$10.16		50	16-18	$1.81	$12.97	W SIDE OF HOMESTEAD LN - 260' S OF COMMERCE DR	
320	26-L-	LE6 gov	FG-Smooth	15 Ft	Black	1	LED_3K	Acorn	Black	H	$10.16		50	16-18	$1.81	$12.97	W SIDE OF HOMESTEAD LN - 470' S OF COMMERCE DR	
330	26-L-	LE6 gov	FG-Smooth	15 Ft	Black	1	LED_3K	Acorn	Black	H	$10.16		50	16-18	$1.81	$12.97	W SIDE OF HOMESTEAD LN - 650' N OF MANITOWOC RD	
340	26-L-	LE6 gov	FG-Smooth	15 Ft	Black	1	LED_3K	Acorn	Black	H	$10.16		50	16-18	$1.81	$12.97	W SIDE OF HOMESTEAD LN - 425' N OF MANITOWOC RD	
346	26-L-	LE6 gov	FG-Smooth	15 Ft	Black	1	LED_3K	Acorn	Black	H	$10.16		50	16-18	$1.81	$12.97	W SIDE OF HOMESTEAD LN - 250' N OF MANITOWOC RD	
350	26-	LE6 gov	Wood	35 Ft	Natural	1	LED_4K	Oval-Med	Gray	E	$8.30		70	25-27	$2.73	$12.03	NW CORNER SECTION OF HOMESTEAD LN & MAITOWOC RD	

$	**54,147.88**	Total Upfront Customer Contribution	**$179.70** Total monthly charges, or net change, before taxes

* Monthly total subject to surcharges and credits per Wisconsin Electric Service Rates and future rate changes approved by Public Service Commission

Comments: TOTAL COST AMOUNT INCLUDES $8,247.00 OF SEASONAL CHARGES.

Authorization:

Property Owner / Authorized Representative Signature

Date

Non-Standard Lighting Record - MI

Billing Name					
Billing Address					
C/T/V		**State**		**Zip**	
Service Address, if different than Billing Address					
Name					
Address					
C/T/V		**State**		**Zip**	

	Install	Remove
Open cIS CONTRACT#		
Open cIS Premise#		
New Account? ☐Yes		
Customer Type		
Work Request		**Related Work Request**
Page # / of #		

	Pole					Fixture												
Ref #	**Pole #**	**Rate**	**Style**	**Mtg Ht**	**Color**	**Qty**	**Source**	**Style**	**Color**	**LED Fixt Class**	**Facilities / LED fixture per mo**	**Facilities / HID fixture per mo**	**Watts / fixture**	**LED Energy Class (kWh)**	**Energy / fixture per mo**	**Total / mo w/ Source Charge ***	**Location Description**	**Install / Remove Date**

Village of HARRISON
WHERE OPPORTUNITY LIVES

VILLAGE BOARD MEETING | **VILLAGE OF HARRISON**

From: Chad Pelishek, Village Manager on behalf of the Building Inspector Jason Gruetzmacher

Meeting Date: January 27, 2026

Title: Ordinance V26-03 Repeal and Recreate Chapter 103, Sections 103-1, 103-2, 103-10, 103-23, 103-24, 103-25, 103-27, 103-28 and 103-30**;** Land Development Code

Recommended Action:
Motion to approve Ordinance V26-03 repealing and recreating Chapter 103, Sections 103-1, 103-2, 103-10, 103-23, 103-24, 103-25, 103-27, 103-28 and 103-30; Land Development Code.

Background and Additional Information:
Bringing inspection services in house, requires the Department of Safety and Professional Safety to delegate the Village as inspection agency. In order to accomplish this, we need to update our code to the current standards required by DSPS. The following sections have been updated to comply with recommendations provided by DSPS. The remaining sections will be updated a later date when staff time allows.

Budget Impacts:
None

Attachments:
Ordinance V26-03 repealing and recreating Chapter 103, Sections 103-1, 103-2, 103-10, 103-23, 103-24, 103-25, 103-27, 103-28 and 103-30; Land Development Code.

P:920.989.1062 F:920.989.1077 | W5298 State Road 114 • Harrison, WI 54952 | harrison-wi.org

VILLAGE OF HARRISON
CALUMET AND OUTAGAMIE COUNTIES

ORDINANCE V26-03

AN ORDINANCE REPEALING AND RECREATING CHAPTER 103, SECTIONS 103-1, 103-2, 103-10, 103-23, 103-24, 103-25, 103-27, 103-28, and 103-30; VILLAGE LAND DEVELOPMENT CODE

BE IT ORDAINED, the Village Board of the Village of Harrison, Calumet County, State of Wisconsin, does hereby repeal and recreate Section 103-1,103-2, 103-10, 103-23, 103-24, 103-25, 103-27, 103-28 and 103-30 to read as follows:

Sec. 103-1. Escrow.

(a) An escrow fee shall be paid for the purpose of maintaining compliance with the construction standards set by the village and by state statutes. The fee shall be in accordance with the village board's current fee schedule, which is available for public viewing in the village clerk's office during normal business hours. The village board may amend the amount from time to time as deemed necessary.

(b) The escrow fee shall be paid at the time of application for all new residential and commercial building activities within the village. Said fees shall apply to all building permits issued after the effective date of the ordinance from which this article is derived, whether by certified survey map, subdivision plat or warranty deed.

(c) A list of noncompliance will be kept with each application.

(d) The village will reimburse any or all monies, less any monies deducted for noncompliance with this chapter or reinspection, to the applicant at such time when the final inspection has been conducted and an occupancy permit has been issued.

(Ord. No. 67(Ser. 2000), § 1, 6-27-2000)

Sec. 103-2. ~~Commercial building codes adopt~~ Adoption of State Building Codes.

(a) *Authority.* These regulations are adopted under the authority granted by Wis. Stats. § 101.12.and 101.65.

(b) *Purpose.* The purpose of this section is to promote ~~the~~ general health, safety, and welfare and to maintain required local uniformity with the administrative and technical requirements of the Wisconsin Uniform Dwelling code and Wisconsin Commercial Building Code. ~~by enforcing the adopted codes.~~

(c) *Adoption of codes.* The following Wisconsin Administrative Codes, their referenced codes and standards, and subsequent revisions are adopted for municipal enforcement by the building inspector, who shall be ~~commercially~~ certified for inspection purposes by the ~~WI Division of Industry Services~~ Wisconsin Department of Safety and Professional Services in the required categories specific under SPS 305, Wisconsin Administrative Code.

(1) Ch. SPS 302.31 Plan Review Fee Schedule

(~~1~~2) Ch. SPS 305 - Licenses, Certifications and Registrations.

(~~2~~3) Ch. SPS 316 - Electrical Code.

(4) Chs. SPS 320 - 325 Wisconsin Uniform Dwelling Code

(5) Ch. SPS 327 Camping Units

(~~3~~6) Chs. SPS 360~~—~~ - 366 - Wisconsin Commercial Building Code.

(~~4~~7) Chs. SPS 375~~—~~ - 379 - Buildings Constructed Prior to 1914 Code.

(~~5~~8) Chs. SPS 381~~—~~ - 391 - Plumbing Code.

(d) *Building inspector.* The building inspector authorized by the village to enforce the adopted codes shall be properly certified by the ~~Division of Industry Services~~Wisconsin Department of Safety and Professional Services.

(e) *Building permit required.* No person shall build or cause to be built any new public building or alter a public building without first submitting plans and specifications to the building inspector and obtaining a building permit for such building.

(f) *Building permit fee.* Building permit fees shall be determined by the Village of Harrison Fee and Penalty Schedule.

(g) *Penalties.* Enforcement of this section shall be by means of withholding of building permits, imposition of forfeitures and injunctive action. Forfeitures shall be determined by the Village of Harrison Fee and Penalty Schedule as a general penalty.

(Ord. No. V17-16, 8-29-2017)

Sec. 103-10. Demolition of buildings or removal or relocation of mobile or manufactured homes.

(a) *Permit required.* No building or structure shall be razed or demolished unless a permit has been granted by the zoning administrator or building inspector which may be subject to conditions of approval deemed necessary to protect the health, safety, and general welfare of the public. Any person wishing to raze or demolish a building or structure shall make application to the zoning administrator or building inspector on a form provided by the zoning administrator or building inspector. This section does not supersede the rules and requirements of the Wisconsin Department of Natural Resources (WDNR) relating to demolition of structures.

(b) *Service connections.* Before a building can be demolished or removed or a mobile or manufactured home can be moved or relocated, the owner or agent shall notify all utilities having service connections within the building such as water, electric, gas, sewer and other connections. A permit to demolish, remove or relocate a building shall not be issued until a release is obtained from the utilities, stating that their respective service connections and appurtenant equipment such as meters and regulators have been removed or sealed and plugged in a safe manner.

(c) *Time limit of permit.* Permits for the razing or demolition of a building or structure shall be granted subject to the following provisions:

(1) The razing or demolition of all residential, commercial, industrial, and agricultural buildings shall be ~~completed~~completed, and the requirements of this section be met within 60 days of issuance of a permit.

(2) The zoning administrator or building inspector may issue a 30-day extension of these time limits upon receiving sufficient reason for such extension. No more than two such time extensions shall be permitted.

(3) If razing or demolition of a building or structure is begun but not completed within the time limitations of the permit, the zoning administrator or building inspector may act under Wis. Stats. § 66.0413, and the permit holder shall be considered in violation of this section and be subject to fines and/or forfeitures allowed under section 1-7.

(d) *Lot maintenance.* Whenever a building is demolished or removed, the property shall be maintained free from all unsafe or hazardous conditions, included, but not limited to, open pits, basements, or unsecured openings of partially demolished buildings, by the proper regulation of the lot, the restoration of established grades and establishment of a seeded ground cover, and the erection of any necessary retaining walls or fences in accordance the applicable ordinances.

(e) *Foundation removal.* In all residential zoning districts, all foundation materials from a demolished structure shall be removed from the site. Exceptions may be granted by the village board.

(Ord. No. 11-163, 11-29-2011)

Sec. 103-23. Application of provisions.

The purpose and intent of this article is to:

(a) Exercise jurisdiction over the construction and inspection of new one- and two-family dwellings and additions to existing one- and two-family dwellings.

(b) Provide plan review and on-site inspections of one- and two-family dwellings by inspectors certified by the Wisconsin Department of Safety and Professional Services ~~department of commerce~~.

(c) Establish and collect fees to defray administrative and enforcement costs.

(d) Establish remedies and penalties for violations.

(e) Establish use of the state uniform building permit as prescribed by the department of industry, labor and human relations.

(Ord. No. 11, § 1, 5-9-1980)Sec. 103-24. State uniform dwelling code adopted.

The administrative code provisions describing and defining regulations with respect to one- and two-family dwellings in Wis. Admin. Code. chs. SPS 320-325, Uniform Dwelling Code, and SPS 327, Camping Units, ~~COMM 20—27~~, whose effective dates are ~~generally~~ June 1, 1980~~, with the exception of Wis. Admin. Code ch. COMM 22, whose effective date is December 1, 1978,~~ are hereby adopted and by reference made a part of this article as if fully set forth herein. Any act required to be performed or prohibited by an administrative code provision incorporated herein by reference is required or prohibited by this article. Any future amendments, revisions or modifications of the administrative code provisions incorporated herein are intended to be made part of this article to secure uniform statewide regulation of one- and two-family dwellings in the village. A copy of these administrative code provisions and any future amendments shall be kept on file in the village clerk's office, where they shall be available for public viewing during normal business hours.

Notwithstanding Wis. Admin. Code ch. SPS 320.05 or any other exemptions of the Uniform Dwelling Code, the scope of this ordinance also includes the construction and inspection of alterations and additions to one- and two-family dwellings built before June 1, 1980. Because such projects are not under state jurisdiction, petitions for variance, and final appeals of these projects shall be decided by this municipality. Petitions for variance shall be decided by the municipality in accordance with Wis. Admin. Code ch. SPS 320.19 so that equivalency is maintained to the intent of the rule being petitioned.

Notwithstanding Wis. Admin. Code ch. SPS 320.05 or any other exemptions of the Uniform Dwelling Code, the scope of this ordinance also includes the construction and inspection of detached garages and accessory buildings or structures serving one- and two-family dwellings. The building structure and any heating, electrical, or plumbing systems shall comply with the requirements of the Uniform Dwelling Code, other than for smoke alarms, carbon monoxide alarms and frost protection of footings, which shall be determined by the code official. Petitions for variance and appeals of these projects shall be handled by this municipality.

(Ord. No. 11, § 2, 5-9-1980)

Sec. 103-25. 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:

Addition means new construction performed on a dwelling which increases the outside dimensions of the dwelling.

Alteration means an enhancement, upgrading or substantial change or modification other than an addition or repair to a dwelling or to electrical, plumbing, heating, ventilating, air conditioning and other systems within a dwelling.

Department means the ~~department of commerce~~Wisconsin Department of Safety and Professional Services.

Dwelling means the following:

(a) Any building the initial construction of which is commenced on or after the effective date of the ordinance from which this article is derived which contains one or two dwelling units; or

(b) An existing structure or that part of an existing structure which is used or intended to be used as a one- or two-family dwelling.

Minor repair means repair performed for maintenance or replacement purposes on any existing one- or two-family dwelling which does not affect room arrangement, light and ventilation, access to or efficiency of any exit stairways or exits, fire protection, or exterior aesthetic appearance, and which does not increase a given occupancy and use. No building permit is required for work to be performed which is deemed minor repair the act or process of restoring to original soundness, including redecorating, refinishing, nonstructural repairs or maintenance, or the replacement of existing fixtures, systems or equipment with the equivalent fixture, system or equipment.

One- or two-family dwelling means a building structure which contains one or two separate households each of which is intended to be used as a home, residence or sleeping place by an individual or by two or more individuals maintaining a common household, to the exclusion of all others.

Uniform dwelling code means those administrative code provisions, and any future amendments, revisions or modifications thereto, contained in following chapters of the Wisconsin Administrative Code:

(a) Wis. Admin. Code ch. SPS 320~~COMM 20~~, Administration and enforcement.

(b) Wis. Admin. Code ch. SPS 321~~COMM 21~~, Construction standards.

(c) Wis. Admin. Code ch. SPS 322~~COMM 22~~, Energy conservation.

(d) Wis. Admin. Code ch. SPS 323~~COMM 23~~, Heating, ventilating and air conditioning.

(e) Wis. Admin. Code ch. SPS 324~~COMM 24~~, Electrical standards.

(f) Wis. Admin. Code ch. SPS 325~~COMM 25~~, Plumbing.

(Ord. No. 11, § 3, 5-9-1980)

Sec. 103-27. Building inspector.

(a) *Creation and appointment.* There is hereby created the office of building inspector. The building inspector shall be appointed by the village board. The building inspector ~~shall be certified for inspection purposes by the department in each of the categories specified under Wis. Admin. Code § COMM 20.10, and by the department of commerce in the category of plumbing.~~ shall administer and enforce this ordinance and shall be certified by the Wisconsin Department of Safety and Professional Services, as specified by Wis. Stat. ch. 101.66(2), in the category of Uniform Dwelling Code Construction Inspector. Additionally, this or other assistant inspectors shall possess the certification categories of UDC Construction Inspector, UDC HVAC Inspector, UDC Electrical Inspector, and UDC Plumbing Inspector.

(b) *Duties.* The building inspector shall administer and enforce all provisions of this article and the uniform dwelling code.

(c) *Powers.* The building inspector or an authorized certified agent may at all reasonable hours enter upon any public or private premises for inspection purposes and may require the production of the permit for any building, plumbing, electrical or heating work. No person shall interfere with or refuse to permit access to any such premises to the building inspector or his agent while in the performance of his duties.

(d) *Records.* The building inspector ~~shall perform all administrative tasks required by the department under the uniform dwelling code~~shall keep a record of all inspections completed and retain such records, in accordance with Wis. Admin. Code ch. SPS 320.10(6). File UDC permits with the Wisconsin Department of Safety and Professional Services in accordance with Wis. Admin. Code ch. SPS 320.09(2)(a)2..

(Ord. No. 11, § 5, 5-9-1980)

Sec. 103-28. Building permits.

(a) *Building permits required.* No one- or two-family dwelling of which initial construction shall be commenced after the effective date of the ordinance from which this article is derived shall be built, enlarged, altered, or repaired unless a building permit for that work shall first be obtained by the owner or their~~his~~ agent from the building inspector. ~~Application for a building permit shall be made in writing upon that form, designated as the Wisconsin Uniform Building Permit Application, furnished by the department of commerce.~~

(b) *Repairs and additions requiring permit.* No addition, alteration or repair to an existing one- or two-family dwelling not deemed minor repair by the building inspector shall be undertaken unless a building permit for this work shall first be obtained by the owner, or their~~his~~ agent, from the inspector.

(c) *Detached structures requiring permit.* No detached structures shall be built unless a building permit for this work is first obtained by the owner, or their agent, from the inspector. Detached Sheds and Pergolas under 200 square feet are exempt, unless there is electrical in them.

Formatted: Font: Italic

(c) *Submission of plans.* The applicant shall submit two sets of plans for all new or repairs or additions to existing one- and two-family dwellings at the time that the building permit application is filed.

(d) *Issuance of permit.* If the building inspector finds that the proposed building or structures or repair or addition complies with all village ordinances and the uniform dwelling code, the inspector shall officially approve the application and a building permit shall be subsequently issued to the applicant. The issued building permit shall be posted in a conspicuous place at the building site. A copy of any issued building permit shall be kept on file with the village clerk.

(Ord. No. 11, § 6, 5-9-1980)

State law reference(s)—Departmental duties, Wis. Stats. § 101.63.

Sec. 103-30. Violations and penalties.

(a) No person shall erect, use, occupy or maintain any one- or two-family dwelling in violation of any provision of this article or the uniform dwelling code or cause to permit any such violation to be committed. Any person violating any of the provisions of this article shall, upon conviction, be subject to the general penalties described in section 1-7, together with the costs of prosecution and, if in default of payment thereof, after complaint is filed and judgment awarded, shall be imprisoned for a period of not less than one day or more than six months or until such forfeiture and costs are paid.

(b) If an inspection reveals a noncompliance with this article or the uniform dwelling code, the building inspector shall notify the applicant and the owner, in writing, of the violation to be corrected. All cited violations shall be corrected immediately after written notification pursuant to Wis. Admin. Code SPS 320.10 (4)~~§ COMM 20.10(1)(c)~~.

(c) If, after written notification, the violation is not corrected, a stop work order may be served on the owner or his representative, and a copy thereof shall be posted at the construction site. Such stop work order shall not be removed except by written notice of the building inspector after satisfactory evidence has been supplied that the cited violation has been corrected.

(d) Each day each violation continues after the written notice period has run shall constitute a separate offense. Nothing in this article shall preclude the village from maintaining any appropriate action to prevent or remove a violation of any provision of this article or the uniform dwelling code.

(e) If any construction or work governed by the provisions of this article or the uniform dwelling code is commenced prior to the issuance of a permit, double fees shall be charged.

(Ord. No. 11, § 8, 5-9-1980)

State law reference(s)—Municipal authority, Wis. Stats. § 101.65; collection of forfeitures, Wis. Stats. § 778.01 et seq.

Adopted by the Village Board of the Village of Harrison this 27th day of January 2026.

_____

Scott Handschke, Village President

_____

Attest: Meghan Winkler, Clerk

Village of HARRISON
WHERE OPPORTUNITY LIVES

VILLAGE BOARD MEETING **VILLAGE OF HARRISON**

From: Chad Pelishek, Village Manager **Meeting Date:** 1/27/2026

Title: Settlement Agreement- 2019 Fire Protection Fees: City of Menasha

Recommended Action: Motion to approve the settlement agreement between the Village of Harrison and the City of Menasha.

Background and Additional Information:
Please see the attached email from the Village Attorney regarding this matter. The City of Menasha is prepared to pay the Village the $72,749.30 outstanding for the 2019 Fire Protection Fees.

The release includes the City's concern on the 2020 fees. The rate case file did not allow for payment of the 2020 fees.

Budget Impacts: Payment will be received in the Water Utility Fund.

Attachments: Email from Village Attorney Rossmeissl and draft Settlement Agreement

SETTLEMENT AGREEMENT

This Settlement Agreement (the "Agreement") is entered into as of this ___ day of _____, 2026, by and between the Village of Harrison, a Wisconsin Village and Municipal Corporation with its primary address at W5298 State Road 114, Harrison, WI 54952 (the "Village"), and the City of Menasha, a Wisconsin Municipal Corporation with its primary address at 100 Main Street, Suite 200, Menasha, WI 54952 (the "City"). The Village and the City are collectively referred to herein as the "Parties."

WHEREAS, the Village has issued a Notice of Injury and Notice of Claim to the City pursuant to Wis. Stat. § 893.80(1d)(a), a true and accurate copy of which is attached hereto as **Exhibit A**, and incorporated herein by reference; and

WHEREAS, the Parties now desire to resolve all claims and disputes related to the Notice of Injury and Notice of Claim, as well as any claims related to fire protection fees for the year 2020, without further litigation or dispute.

NOW, THEREFORE, in consideration of the mutual covenants and promises contained herein, and for other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the Parties agree as follows:

1. **Payment by the City.** The City agrees to pay the Village the total sum of $72,749.30 (the "Settlement Amount") in full and final settlement of all claims related to the Notice of Injury and Notice of Claim, as well as any claims related to fire protection fees for the year 2020. Payment shall be made by the City to the Village within thirty (30) days of the execution of this Agreement.

2. **Mutual Release.**

a. The Village, on behalf of itself, its officers, employees, agents, successors, and assigns, hereby releases and forever discharges the City, its officers, employees, agents, successors, and assigns, from any and all claims, demands, actions, causes of action, liabilities, damages, and expenses of any kind, whether known or unknown, arising out of or related to the Notice of Injury and Notice of Claim (Exhibit A), as well as any claims related to fire protection fees for the year 2020.

b. The City, on behalf of itself, its officers, employees, agents, successors, and assigns, hereby releases and forever discharges the Village, its officers, employees, agents, successors, and assigns, from any and all claims, demands, actions, causes of action, liabilities, damages, and expenses of any kind, whether known or unknown, arising out of or related to the Notice of Injury and Notice of Claim (Exhibit A), as well as any claims related to fire protection fees for the year 2020.

3. **No Admission of Liability.** This Agreement is entered into solely for the purpose of resolving disputed claims and shall not be construed as an admission of liability or wrongdoing by either Party.

4. **Entire Agreement.** This Agreement constitutes the entire agreement between the Parties with respect to the subject matter hereof and supersedes all prior negotiations, understandings, and agreements, whether written or oral.

5. **Governing Law.** This Agreement shall be governed by and construed in accordance with the laws of the State of Wisconsin.

6. **Counterparts.** This Agreement may be executed in counterparts, each of which shall be deemed an original, but all of which together shall constitute one and the same instrument.

[*Signature page follows*]

IN WITNESS WHEREOF, the Parties have executed this Agreement as of the date first written above.

VILLAGE OF HARRISON

By: _____
Scott Handschke, Village President

Date: _____

Attest: _____
Meghan Winkler, Village Clerk

Date: _____

CITY OF MENASHA

By: _____
Austin Hammond, Mayor

Date: _____

Attest: _____
Kaija Snyder, City Clerk

Date: _____

EXHIBIT A

NOTICE OF INJURY AND NOTICE OF CLAIM
(By Personal Service)

To: CITY OF MENASHA
c/o City of Menasha Clerk, Kaija Snyder
100 Main Street, Suite 200
Menasha, WI 54952

NOTICE IS HERBY GIVEN, pursuant to Wis. Stat. §893.80(1d)(a), as follows:

NOTICE OF INJURY:

1. The claimant, the Village of Harrison (hereinafter the "Village") is a Wisconsin Village and Municipal Corporation with a primary address located at W5298 State Road 114, Harrison, WI 54952.

2. The address to which the claimant desires correspondence on this claim to be sent is: Andrew J. Rossmeissl, Herrling Clark Law Firm, Ltd., 800 North Lynndale Dr., Appleton, Wisconsin, 54914.

3. In or about 2018, a dispute arose between the City of Menasha (hereinafter the "City") resulting from the City's unilateral removal of a fire protection charge (hereinafter "FPC") from the City's tax bills.

4. That, the Village had complained to the Public Service Commission (hereinafter "PSC") on the basis that such unilateral removal of the FPC by the City violated the tariff/rate sheet in effect at the time.

5. That, in settlement of said dispute, the Village and the City entered into an "Interim Agreement" whereby the City agreed to pay the FPC until such time as the Village could make other billing arrangements, a copy of said Interim Agreement is attached hereto as **Exhibit A.**

6. The City did in fact pay a $39,566.31 installment in accordance with Paragraph 2 of the Interim Agreement, and the City thereafter paid a second installment of $39,566.30 as required by Paragraph 3 of said Interim Agreement

7. The Village applied to the PSC and filed a rate case in conformance with Paragraph 4 of the Interim Agreement; however, said rate case was not decided by the PSC until 2021.

8. That, because the PSC would not allow the Village to direct charge its customers located in the City for 2019, Paragraph 5 from the Interim Agreement governed the Parties relationship.

9. On or about November 8, 2019, the Village sent a bill to the City for the 2019 FPC for fire protection services provided by the Village to City residents serviced by Harrison Utilities in the amount of $72,749.30, a copy of which is attached hereto as **Exhibit B.**

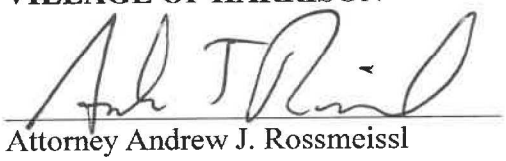
10. That, despite agreeing to pay pursuant to Paragraph 5 of the Interim Agreement, the City has refused or otherwise failed to pay $72,749.30 to the Village as required by the Interim Agreement.

NOTICE OF CLAIM

11. Based upon the facts recited above, the Village respectfully demands the following relief:

    a. Payment by the City to the Village in the amount of $72,749.30.

VILLAGE OF HARRISON



Attorney Andrew J. Rossmeissl
Attorney for Village of Harrison

EXHIBIT A

ALL-STATE LEGAL®

VILLAGE OF HARRISON dba HARRISON UTILITIES and CITY OF MENASHA

COPY

This is an interim agreement between the Village of Harrison dba Harrison Utilities (Harrison Utilities) and the City of Menasha (Menasha).

1. The City of Menasha, upon approval of this agreement by the Menasha City Council and the Harrison Village Board, will pay Harrison Utilities $39,566.31 towards the public fire protection charges owed to Harrison Utilities for 2018.
2. Harrison Utilities, upon approval of this agreement by the Menasha City Council and the Harrison Village Board and upon receipt of the payment of $39,566.31 towards the public fire protection charges owed to Harrison Utilities, will continue to allow extensions, connections, stubs and/or hookups to the sewer and water system by the City of Menasha, as has been past practice.
3. On or before August 30, 2019, the City of Menasha agrees to pay Harrison Utilities the remaining outstanding balance of public fire protection charges in the amount of $39,566.30.
4. On or before July 1, 2019, Harrison Utilities will apply to the Wisconsin Public Service Commission to have the public fire protection charges applied directly to the water bills of customers as a direct charge, including filing a rate case if that is required in order to get approval to direct charge.
5. If the Wisconsin Public Service Commission has not completed its review of Harrison Utilities request to direct charge customers public fire protection charges for 2019, the City of Menasha will pay Harrison Utilities one-half on or before June 1, 2020 and one-half on or before August 31,2020.

Executed this 21st day of May, 2019.

Village of Harrison by

City of Menasha by
DONALD MERKES

COPY

November 8, 2019

Ms. Debbie Galeazzi
MENASHA CITY CLERK
140 Main Street
Menasha, WI 54952

Re: Fire Protection Certification

Dear Ms. Galeazzi:

This letter is to certify that the sum of **$ 72,749.30** is to be levied against the residents of the City of Menasha who are serviced by Harrison Utilities.

The amount represents the fire protection charge, per the Public Service Commission, and reflects the the water mains and hydrants located in the City of Menasha, in the agreement area, and are serviced by Harrison Utilities.

The delinquent water/sewer bill certifications, if any, will be issued to you next week since our customers' payment deadline is November 15, 2019.

Any questions or concerns, please don't hesitate to contact me at the number listed below.

Sincerely,

Catherine M. Girdley
Office Manager

cc: Travis Parish – Village of Harrison Manager

Village of HARRISON
WHERE OPPORTUNITY LIVES

VILLAGE BOARD MEETING **VILLAGE OF HARRISON**

From: Chad Pelishek, Village Manager **Meeting Date:** 1/27/2026

Title: Farmers Field Pavilion Update: Project Completion

Recommended Action: Motion as determined by the Board.

Background and Additional Information:
The Kimberly School District has requested a meeting with Village Staff to discuss completion timeline for the project. It has been determined that the construction with students is taking longer than anticipated as well as the weather has not been conducive.

The original goal was to complete the project by the end of the Spring semester; however it does not look like that timeline will be met. The district has proposed two options:

1) Allow the school district to have until December 31, 2026, to complete the project.
2) Hire a contractor this summer to finish the work.

Staff is okay with Option 1 as long as the facility can be locked up for the summer to deter anyone from entering it.

Budget Impacts: None

Attachments: None

Village of HARRISON
WHERE OPPORTUNITY LIVES

VILLAGE BOARD MEETING **VILLAGE OF HARRISON**

From:
Jarred Gerl, Fire Chief

Meeting Date:
January 27, 2026

Title:
Ranger Purchase

Recommended Action:
Purchase a Polaris Ranger in the amount of $34,750 from Gruett's. Gruett's provided the lowest quote.

Background and Additional Information:
The department often relies upon offroad vehicles for the transport of personnel, patients, and equipment year-round and in all conditions. Purchasing the UTV will enhance department capabilities where traditional apparatus is limited by size and weight.

The cost will be offset from the recent sale of a snowmobile and trailer.

Budget Impacts:
Zero budget impact and no cost to the Village of Harrison, Sherwood, or Woodville taxpayers. The equipment will be paid for using 2% Dues from the State of Wisconsin.

Attachments:
Quote

Gruett's

Sales Order

101 Main Street, P.O. Box 52 • Potter, WI 54160

www.gruettsinc.com
Phone: (920) 853-3516 • Fax: (920) 853-7168

Sold to: Village of Harrison FD

Address: W5298 Hwy. 114

Menasha, WI 54952

Phone:

Ship to:

Address:

jgerl@harrison-wi.org

Phone:

SALES REP	DATE	SHIPPING METHOD	SHIPPING TERMS	DELIVERY DATE	PAYMENT TERMS	DUE DATE
Doug Lau	1-20-26				On Del.	

QTY	ITEM #	DESCRIPTION	UNIT PRICE	LINE TOTAL
1.		2026 XP1000 Ranger Sunset red Crew-	23499.00	21992.00
1	2891680	Glass windshield		899.99
1	2883974	Washer/ Wiper		699.99
1	2889672	Rear Work Light		249.99
1	2890527	Roof Liner-Crew--Roof is Incl'd in Base		369.99
1	2882753	Heater/ Defroster		1299.99
1	2890583	Front Hood Cargo Rack		399.99
1	2879015	Rear Sliding Glass Window		849.99
1	2889693	6000Lb Winch		1029.99
1	2889441	multi Function Cab Light		134.99
1	2890440	Aux, Bumper Lights		299.99
1	2889425	Track Mount Kit		599.99
1	2890034	Prospector Pro 2.0 Track Kit		5999.99
1	2889330	Front Brushguard		409.99
1	2889243	Side Mirror Kit		179.99
1	2890288	Sun Visors		159.99
1	2889220	Rear View Convex Mirror		109.99
1	2889679	Reverse Light wiring Harness		149.99
1	2883230	Pulse Bar Harness		119.99

APPROX. WT. (LBS.)

WARRANTY INFO. ☐ **NEW** ☐ **EXT.** ☐ **AS IS** ☐ **USED-SPECIFY**

TERMS: (I) (We) agree to pay $_____ as itemized about in the following manners: $_____with order, $_____on delivery, $_____on installation, and balance of $_____ on_____, 20____.

Purchaser further agrees that title and ownership of the above mentioned equipment remains the property of seller until final payment has been made.

Seller and manufacturer make no representations or warranties, express or implied (including the implied warranties of merchantabilty and fitness) except as provided on page 2.

Date of order_____, 20____

Purchaser:_____

Purchaser:_____

Accepted by:_____

Gruett's

Sales Order

101 Main Street, P.O. Box 52 • Potter, WI 54160
www.gruettsinc.com
Phone: (920) 853-3516 • Fax: (920) 853-7168

Sold to: Village of Harrison FD
Address: W5298 Hwy. 114
Menasha, WI 54952
Phone: 920-739-8226 jared

Ship to:
Address:
jgerl@harrison-wi.org
Phone:

SALES REP	DATE	SHIPPING METHOD	SHIPPING TERMS	DELIVERY DATE	PAYMENT TERMS	DUE DATE
Doug Lau	1-20-26				On Del.	

QTY	ITEM #	DESCRIPTION	UNIT PRICE	LINE TOTAL
1.	2879860	LED Lightbar Wiring Harness		24.99
1	2884299	32" LED Combo Lightbar		929.99
1	2890233	Rear Headache rack w/ Winch Mount		419.99
1	1000-pol	Labor		1200.00
-1		Gov't Bid assist		-1750.00
-1		Gruetts Disc.		-2031.79
			Total	34,750.00

APPROX. WT. (LBS.)

WARRANTY INFO. ☐ **NEW** ☐ **EXT.** ☐ **AS IS** ☐ **USED-SPECIFY**

TERMS: (I) (We) agree to pay $_____ as itemized about in the following manners: $_____with order, $_____on delivery, $_____on installation, and balance of $_____ on_____, 20____.

Purchaser further agrees that title and ownership of the above mentioned equipment remains the property of seller until final payment has been made.

Seller and manufacturer make no representations or warranties, express or implied (including the implied warranties of merchantabilty and fitness) except as provided on page 2.

Date of order_____, 20_____

Purchaser:_____

Purchaser:_____

Accepted by:_____

SALES DEAL

SPORT O MOTIVE INC
5501 W NEUBERT ROAD
APPLETON, WI 54913 USA
(920)734-9994

CELL #:
PHONE #:
ALT. #:
P.O.#: **prem crew xp**
TERMS: **Cash**
SALES DEAL #: **77126**
STATUS: **Active**

DATE: **1/19/2026**
INVOICE #:
CUSTOMER #: **112210**
COUNTER REP: **BJ**
SALES REP: **BJ**
LOCATION: **1**

BUYER

Harrison Fire Dept
JGERL@HARRISON.WI.GOV

SHIP TO

Harrison Fire Dept

YEAR	MFR	MODEL NUMBER	DESCRIPTION	MSRP	PRICE
	POL	R26RSE99AS	RANGER CREW XP 1000 Premium Sunset Red ON ORDER	$0.00	$21,992.00

ACCESSORIES

MODEL NUMBER	DESCRIPTION	PRICE
2891680	K-ACCY,WNDSHLD,UPDT,FIX,MY2	$899.99
2883974	K-ACCY,WIPER,GEN2,RGR	$699.99
2879015	LOCK & RIDE PRO-FIT GLASS REA	$849.99
2890527	K-ACCY,LINER,CREW	$369.99
2882753	K-ACCY,HEATER,ZS	$1,299.99
2890034	K-ACCY,TRACKS,FS,18/17	$5,999.99
2889425	K-MNT,TRACK,STD,RGR,FS	$599.99
2890583	K-ACCY,HOOD,RACK,ZS,UPDT	$399.99
2890288	K-ACCY,SUN,VISOR,RGR	$159.99
2889220	K-MIRROR,RRVW,CAB	$109.99
2889243	K-ACCY,MIRROR,SIDE,ROPS,RGR	$179.99
2882871	K-LIGHT,LED,OVRHD,REMVL ZS	$134.99
LABOR	LABOR	$1,200.00

Acc Total:	$12,904.88
Labor Total:	$0.00
Unit(s), Acc, Labor:	$34,896.88
F & I Products:	$0.00
Freight, Prep:	$0.00
License:	$0.00
Lien:	$0.00
Doc Fee:	$200.00
Other:	$0.00
VehicleTax:	$0.00
SalesTax:	$0.00
Total Price:	**$35,096.88**
Uncollected Down Payment:	$0.00
Payments Received (Deposit):	$0.00
Rebate Total:	$0.00
Amount Due:	**$35,096.88**

Outlook

Polaris Ranger Crew

From Cody Kees <CodyK@kenssports.com>
Date Mon 1/19/2026 3:00 PM
To Jarred Gerl <JGerl@harrison.wi.gov>

2026 Polaris Ranger XP 1000 Crew Sunset red $21,052
Glass windshield $810
Washer/wiper $630
Sliding rear panel $765
Roof liner $333
Heater/defroster $1170
Track kit $6,270
Rear view mirror $99
Sun visors $144
Front bumper upper $266
Side view mirrors $162
Dome light kit/wire harness $238
Front hood storage rack $360
Install $2300

Add 6,000 lb winch
Headlock rack
Lightbar + wiring

Subtotal $34,599.

$198 dealer fee and $30 dnr registration
Total of $34,827

Currently have one new 2025 in stock that would be $753 less. That is while it lasts in stock and priced for January.

Thank you,

Cody Kees

Ken's Sports Inc.

(920) 788-0220

Village of HARRISON
WHERE OPPORTUNITY LIVES

VILLAGE BOARD MEETING **VILLAGE OF HARRISON**

From:
Jarred Gerl, Fire Chief

Meeting Date:
January 27, 2026

Title:
Trailer Purchase

Recommended Action:
Purchase a trailer for the Polaris Ranger in the amount of $9,302.50 from Mirsberger Sales & Service. The trailer is a custom design incorporating the need for stokes basket storage and PFD storage.

Background and Additional Information:
The department needs a trailer to transport the Polaris Ranger.

The cost will be offset from the recent sale of a snowmobile and trailer.

Budget Impacts:
Zero budget impact and no cost to the Village of Harrison, Sherwood, or Woodville taxpayers. The equipment will be paid for using 2% Dues from the State of Wisconsin.

Attachments:
Quote

MIRSBERGER SALES & SERVICE
1286 W MAIN STREET
HILBERT, WI 54129
PHONE: 920-853-3435 EX 111
SWALLANDER@MIRSBERGERS.COM
FAX: 920-853-7733

Salesperson	Payment Terms	Date
SAM WALLANDER	Due Upon Receipt	1/21/2026

Qty	Description	Price Each	Total
1	81.5 x 18' TANDEM AXLE PRO PULL		$9,083.00
	2x 3500# TORSION SPREAD AXLE (1 BRAKED AXLE, 5,000# GVWR) 205/75R14 Radial Tires		
	12" OPEN SIDE RAILS		
	MATCHING SPARE TIRE		
	SPARE TIRE MOUNT WELDED CURBSIDE FRONTSIDE OF FENDER		
	STEPS ON FENDERS W/ MARKER LIGHTS		
	ATP TOOLBOX w/6" EXTENDED TONGUE		
	ZIP BREAKAWAY CABLE		
	TAILLIGHTS + REVERSE UPGRADE 2 VERTICAL EACH SIDE, 1 REV, 1 TAIL EACH SIDE		
	REAR RAMP EXPANDED CENTER, PLANKS ON ENDS		
	STOKES BASKET STORAGE		
	$1000 DOWN PAYMENT		
	FOR ORDER OUT		
		Subtotal	$9,083.00
		License	5.00
		Title	214.50
		Processing Fee	-
		Sales Tax	
		Total	$9,302.50

MAKE ALL CHECKS PAYABLE TO MIRSBERGER SALES & SERVICE

THANK YOU FOR YOUR BUSINESS!

QUOTES ARE VALID FOR 15 DAYS