



REVISED VILLAGE BOARD MEETING AGENDA

February 26, 2024 at 6:00 PM

Kronenwetter Municipal Center - 1582 Kronenwetter Drive Board Room (Lower Level)

1. CALL MEETING TO ORDER

- A. Pledge of Allegiance
- B. Roll Call

2. PUBLIC COMMENT

Please be advised per State Statute Section 19.84(2), information will be received from the public. It is the policy of this Village that Public Comment will take no longer than 15 minutes with a three-minute time period, per person, with time extension per the Chief Presiding Officer's discretion. Be further advised that there may be limited discussion on the information received, however, no action will be taken under public comments.

3. REPORTS FROM STAFF AND VENDORS

- C. Administrator's Report
- D. Treasurer's Report
- E. Check Register Report 1.5.24 -2.21-24

4. OLD BUSINESS

- F. Discussion and Possible Action - 2023 Budget Amendment #5; 2023 Year End Report on Expenditures
- G. Discussion and Possible Action: Revision of FIN-004

5. NEW BUSINESS

- H. Discussion and Possible Action: Revision of Ordinance 180-3; Village Board Meetings
- I. Discussion and Possible Action: Removal of Policy Gen-009
- J. Discussion and Possible Action: Ordinance 227 - Burning Permits
- K. Discussion and Possible Action: Police Memorandum of Understanding; Officer Vacation Time
- L. Discussion and Possible Action: Finance Advisor- Contract with PFM and EHLERS
- M. Discussion and Possible Action: Contract for Service - Marathon County Humane Society Intake Report and Contract
- N. Discussion and Possible Action: Contract for Service -Marathon County Solid Waste Management
- O. Discussion and Possible Action: Agreement; GIS Services
- P. Discussion and Possible Action: Ratification of Promissory Note with CoVantage Credit Union issued 1-24-2023
- Q. Discussion and Possible Action: 2024 Budget Amendment #1

6. CONSENT AGENDA

- R. February 12, 2024, Village Board Meeting Minutes
- S. February 21, 2024, Village Board Meeting Minutes

7. PREVIOUS MEETING MINUTES FROM COMMISSIONS AND COMMITTEES

- T. November 21, 2023, Administrative Policy Committee Minutes
- U. December 19, 2023, Administrative Policy Committee Minutes
- V. January 16, 2024, Administrative Policy Committee Minutes

8. CONSIDERATION OF ITEMS FOR FUTURE AGENDA

9. ADJOURNMENT

NOTE: Requests from persons with disabilities who need assistance to participate in this meeting or hearing should be made at least 24 hours in advance to the Village Clerk's office at (715) 693-4200 during business hours.

Posted: 02/23/2024 Kronenwetter Municipal Center and www.kronenwetter.org

Faxed: WAOW, WSAW, WSAU, and Mosinee Times | Emailed: Wausau Daily Herald

Leonard Ludi
Village Administrator
Status Report: for Village Board
As of February 22, 2024

- A. Special Village Board Meeting Wednesday, February 21, 2024**
 - Participate with communicating CoVantage to work out Board issue.
 - Spearhead third party review deficient process, policy and procedure leading up to the issue above.
- B. Review of draft ordinance amending the Code of Conduct for the Village of Kronenwetter**
- C. Preparing draft village administrator's hiring policy & procedure for APC**
- D. Developing a draft standardize employment off letter**
- E. Review of latest version of Employee Handbook to be scheduled with APC**
- F. HR – Evaluations and Professional Development Plans**
- G. HR – Standard Hours of Operations – Manager on Duty evaluation**
- H. Evaluation of amendment needed for legal services budget with CFO/Treasurer**
- I. Request of Proposal for Railroad Accessibility Assessment Study published**
- J. Citizen over payment for utilities laterals being assessed**
- K. Review over/under/balances of 2023 budget with CFO**
- L. Preparation of Legal Services “request for proposal” (RFP) – Ready to be published March 7, 2024**
- M. Village Board close session personnel claim**
 - Engagement letter entered into with third party Investigator for personnel claim per policy, met with Claimant February 5, 2024. Documented claim received February 7 and was reviewed by February 8, 2024. Response was sent to claimant in writing to by the end of day Wednesday, February 14, 2024.
- N. Contract reviews and awards gone over with APC:**
 - Smart Sights WIN 911 – one (1) to three (3) year renewal due in February 2024 (\$2,400)
 - B&M Purchase Agreement (over \$20K...) Lift Station 3 impeller replacement verses rebuilding Lift station 3 entirely (\$23k verse \$50k)
 - Marathon County Solid Waste Agreement renewal due in February 2024
 - Ellis Change Order for Well I#2 Water Treatment Project \$9k
 - Malbrit Mechanical – new HVAC Maintenance Services Agreement (Utility's Shop) (2024 - \$285) (2025 - \$290) (2026 - \$ 295)
 - Award Package for GIS Services Agreement (\$11,931.70)

- Water tank maintenance & repair agreement with “Water Tower Clean & Coat Inc. for (\$20,280) other bid from

O. Continued weekly leadership meeting every Tuesday

P. One-on-One department head meetings conducted Thursday February 8, 2024

Q. Developing Agenda for Mentoring Meeting with Dan Mahoney March 19, 2024

- Wis. Open Records Law
- Continued Tax Incremental Districts Law

R. Leonard - Municipal Grant Workshop, Waukesha, WI February 22, 2024

S. Wisconsin City County Management Association Conference on Feb 28 thru March 1 in Elkhart Lake, WI

T. WCMA Region 2 meeting Rib Mountain Municipal Center March 2, 2024

U. Continuing Director of Public Works and Utilities duties

- Well #2 Water Treatment construction
- Kronenwetter Drive Phase A and Phase B design
- Various utilities repair & replacement efforts, to include budgeted improvement
- Etc....



ITEM NAME:	Treasurer’s Report
MEETING DATE:	2/26/24
PRESENTING COMMITTEE:	VB
COMMITTEE CONTACT:	Chris Voll
STAFF CONTACT:	Lisa Kerstner
PREPARED BY:	Lisa Kerstner

I have been working with the Auditor’s to get information for the 2023 audit. There still needs to be entries made to recorded expenses in the correct year. The bank reconciliations are still being done in a timely manner. I am making changes to how the financials will look in 2024 so they match the way the 2024 budget was put together. This means that I have to do changes in the software so the financial reports look correct. We have found that not everything was setup correctly when Utilities came on so I am working on fixing that and correcting previous months data. I also do not want to provide inaccurate numbers while recording expenses in the correct year. I will provide updated financials once this is completed. I am working on getting the CoVantage documents corrected per the 2/21/24 special board meeting.

Report Criteria:

Report type: Summary

Check.Type = {<>} "Adjustment"

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Check GL Account	Amount
01/24	01/05/2024	37680	107	Amazon Capital Services, Inc.	100-21100	41.99
01/24	01/05/2024	37681	350	BRIAN WILLIAMS	100-21100	248.37
01/24	01/05/2024	37682	479	Charlie's Hardware	100-21100	973.28
01/24	01/05/2024	37683	512	Christopher Glodosky	100-21100	316.06
01/24	01/05/2024	37684	545	City-County Information Technology	100-21100	1,433.83
01/24	01/05/2024	37685	680	DANIEL KINDELBERGER JR	100-21100	1,016.47
01/24	01/05/2024	37686	3257	DAVID SCHULTZ	100-21100	337.70
01/24	01/05/2024	37687	731	David Wojciechowski	100-21100	248.37
01/24	01/05/2024	37688	762	DEMPSEY LAW FIRM	100-21100	962.00
01/24	01/05/2024	37689	879	Emergency Medical Products, Inc.	100-21100	872.29
01/24	01/05/2024	37690	3258	GM TIMBER CREEK WI	100-21100	1,745.97
01/24	01/05/2024	37691	1039	GPM Southeast	100-21100	54.55
01/24	01/05/2024	37692	1181	James Hasenberg	100-21100	118.20
01/24	01/05/2024	37693	1213	Jared Grande	100-21100	248.37
01/24	01/05/2024	37694	1225	JASON LORBIECKI	100-21100	62.59
01/24	01/05/2024	37695	3259	JOHN JAGER	100-21100	244.91
01/24	01/05/2024	37696	1598	Kronenwetter Water Utility	100-21100	636.47
01/24	01/05/2024	37697	3260	KYLE FELBER	100-21100	35.00
01/24	01/05/2024	37698	1657	Lauren Bloom	100-21100	91.73
01/24	01/05/2024	37699	3261	LINDSY EWOLDT	100-21100	250.16
01/24	01/05/2024	37700	1696	Lisa Kerstner	100-21100	52.40
01/24	01/05/2024	37701	1761	Marathon County Health Department	601-21100	66.00
01/24	01/05/2024	37702	3262	MARC CEGIELSKI	100-21100	718.09
01/24	01/05/2024	37703	1818	Mark Stroik	100-21100	750.00
01/24	01/05/2024	37704	3263	MATTHEW TRZEBIATOWSKI	100-21100	198.24
01/24	01/05/2024	37705	1900	Menards - Wausau	260-21100	163.27
01/24	01/05/2024	37706	2051	Napa of Mosinee	100-21100	25.19
01/24	01/05/2024	37707	3264	ROCKY VANG	100-21100	275.00
01/24	01/05/2024	37708	2518	SARAH FISHER	100-21100	31.64
01/24	01/05/2024	37709	2870	Toua Vang	100-21100	105.00
01/24	01/05/2024	37710	3022	Wausau Chemical Corp.	601-21100	1,320.66
01/24	01/05/2024	37711	3076	William Gau	100-21100	19.00
01/24	01/05/2024	37712	207	Associated Appraisal Consultants, Inc	100-21100	1,439.58
01/24	01/05/2024	37713	1047	Greater Wausau Chamber of Commerce	100-21100	590.00
01/24	01/05/2024	37714	2290	Quill Corporation	100-21100	69.99
01/24	01/05/2024	37715	3265	WILLIAM BEAUDRY	650-21100	36.82
01/24	01/11/2024	37720	2020	Mosinee School District	100-21100	644,402.10
01/24	01/11/2024	37721	2109	North Central Technical College	100-21100	439,783.78
01/24	01/11/2024	37722	646	D C Everest School District	100-21100	2,115,653.60
01/24	01/11/2024	37723	1771	Marathon County Treasurer's Office	100-21100	1,580,637.82
01/24	01/11/2024	37724	183	Aramark	650-21100	488.87
01/24	01/11/2024	37725	212	AT & T MOBILITY	100-21100	168.54
01/24	01/11/2024	37726	250	Bauernfeind Business Technologies, Inc.	100-21100	474.81
01/24	01/11/2024	37727	792	Dirks Group, LLC	100-21100	80.00
01/24	01/11/2024	37728	988	GANNETT WI MEDIA	100-21100	57.99
01/24	01/11/2024	37729	1058	Gregory and Sara Paap	100-21100	52.31
01/24	01/11/2024	37730	1269	Jennifer Poyer	100-21100	14.41
01/24	01/11/2024	37731	1750	Malbrit Mechanical, Inc.	100-21100	450.00
02/24	02/06/2024	37732	1767	Marathon County Solid Waste	100-21100	.00 V
01/24	01/11/2024	37733	1771	Marathon County Treasurer's Office	221-21100	470.80
01/24	01/11/2024	37734	2285	Quadient Finance USA, Inc.	452-21100	1,000.00
01/24	01/11/2024	37735	2290	Quill Corporation	100-21100	678.29
01/24	01/11/2024	37736	3266	RED POWER DIESEL	100-21100	11,249.79

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Check GL Account	Amount
01/24	01/11/2024	37737	2362	Rib Mountain Metro Sewerage District	650-21100	25,699.95
01/24	01/11/2024	37738	2645	State of WI Court Fines & Surcharges	221-21100	1,282.00
01/24	01/08/2024	37739	2780	The Hartford	100-21100	98.64
01/24	01/11/2024	37740	2788	The Uniform Shoppe	100-21100	780.70
01/24	01/11/2024	37741	3065	WI State Laboratory of Hygiene	601-21100	28.00
01/24	01/11/2024	37742	3133	Wolfgram, Gamoke, & Hutchinson, S.C.	100-21100	824.54
01/24	01/12/2024	37743	41	ADAM MANTEUFFEL	100-21100	750.00
01/24	01/12/2024	37744	178	Applied Maintenance Supplies & Solutions	100-21100	874.70
01/24	01/12/2024	37745	183	Aramark	601-21100	201.47
01/24	01/12/2024	37746	253	Bear Graphics, Inc	100-21100	1,622.52
01/24	01/12/2024	37747	366	Brooks Tractor Inc.	100-21100	3,604.16
01/24	01/12/2024	37748	3267	CANDI ROBLE	100-21100	200.00
01/24	01/12/2024	37749	422	Carus Corporation	601-21100	2,586.63
01/24	01/12/2024	37750	479	Charlie's Hardware	100-21100	460.76
01/24	01/12/2024	37751	546	CIVIC SYSTEMS, LLC	100-21100	4,313.00
01/24	01/12/2024	37752	3221	FISH WINDOW CLEANING	100-21100	66.00
01/24	01/12/2024	37753	1105	HEYGOV	100-21100	5,000.00
01/24	01/12/2024	37754	1371	Johnson Controls Fire Protection LP	100-21100	1,196.94
01/24	01/12/2024	37755	1523	KENNETH KLATT	100-21100	750.00
01/24	01/12/2024	37756	3268	MATTHEW FRIHART	100-21100	104.56
01/24	01/12/2024	37757	3269	NICHOLAS SHELIAN	100-21100	282.63
01/24	01/12/2024	37758	2089	Nicolas Offerman	100-21100	235.14
01/24	01/12/2024	37759	3270	PETER FISH	100-21100	391.02
01/24	01/12/2024	37760	3271	PLISCH'S SNOW AND AUTO LLC	100-21100	312.50
01/24	01/12/2024	37761	2253	Pomp's Tire Service Inc.	100-21100	1,091.88
01/24	01/12/2024	37762	2263	Praxis Consulting	221-21100	2,200.00
01/24	01/12/2024	37763	2286	Quadient Leasing USA, Inc	100-21100	732.42
01/24	01/12/2024	37764	2656	Sterling Water, Inc.	100-21100	12.00
01/24	01/12/2024	37765	2913	Truck Country - Wausau	100-21100	140.39
01/24	01/12/2024	37766	3103	Wisconsin Municipal Court Clerks Assoc.	221-21100	45.00
01/24	01/12/2024	37767	264	BENJAMIN KROMBHOLZ	100-21100	359.67
01/24	01/12/2024	37768	3272	BLOCK LLC	100-21100	11,040.00
01/24	01/12/2024	37769	2788	The Uniform Shoppe	100-21100	2,048.98
01/24	01/12/2024	37770	3094	WISCONSIN DEPARTMENT OF JUSTICE	100-21100	10.00
01/24	01/18/2024	37771	3273	TROY WIANECKI	100-21100	183.60
01/24	01/19/2024	37772	3274	A&A LOCK SERVICE	650-21100	155.00
01/24	01/19/2024	37773	3275	ADVANCE PROFESSIONAL	100-21100	88.35
01/24	01/19/2024	37774	107	Amazon Capital Services, Inc.	100-21100	66.88
01/24	01/19/2024	37775	183	Aramark	601-21100	204.47
01/24	01/19/2024	37776	256	Becher Hoppe Associates, Inc.	500-21100	5,185.04
01/24	01/19/2024	37777	3171	BELCO VEH SOLUTIONS	750-21100	1,356.00
01/24	01/19/2024	37778	479	Charlie's Hardware	100-21100	84.35
01/24	01/19/2024	37779	595	Core & Main LP	601-21100	2,603.90
01/24	01/19/2024	37780	703	Daryl Roberts	100-21100	271.97
01/24	01/19/2024	37781	3276	DERRELL COLEMAN	100-21100	236.27
01/24	01/19/2024	37782	950	FIREFIGHTER TDC LLC	100-21100	1,200.00
01/24	01/19/2024	37783	3204	HAKES WELLNESS SOLUTIONS	100-21100	900.00
01/24	01/19/2024	37784	1084	Harter's of Fox Valley Disposal	100-21100	29,601.00
01/24	01/19/2024	37785	1227	JASON PAHL	100-21100	267.65
01/24	01/19/2024	37786	3277	JEFFREY BERGSTROM	100-21100	215.14
01/24	01/19/2024	37787	3278	KIESLER POLICE SUPPLY	100-21100	1,501.50
01/24	01/19/2024	37788	3279	M&G PROPERTIES, LLC	100-21100	2,500.00
01/24	01/19/2024	37789	1761	Marathon County Health Department	601-21100	60.00
01/24	01/19/2024	37790	3280	NCCPA	100-21100	25.00
01/24	01/19/2024	37791	2102	Noah Calhoun	100-21100	368.77
01/24	01/19/2024	37792	2109	North Central Technical College	100-21100	126.00
01/24	01/19/2024	37793	2122	Northern Lake Service Inc	601-21100	1,480.00

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Check GL Account	Amount
01/24	01/19/2024	37794	2157	Overland Transportation Services, Inc.	100-21100	190.50
01/24	01/19/2024	37795	2290	Quill Corporation	100-21100	564.22
01/24	01/19/2024	37796	2393	Riverside Fire District	100-21100	56,475.56
01/24	01/19/2024	37797	2433	Rocket Industrial, Inc.	100-21100	665.72
01/24	01/19/2024	37798	2456	ROTH PROFESSIONAL SOLUTIONS	100-21100	1,075.00
01/24	01/19/2024	37799	2523	Sarah Winquist	100-21100	633.30
01/24	01/19/2024	37800	2731	Swatloski Trucking, LLC	100-21100	250.00
01/24	01/19/2024	37801	2913	Truck Country - Wausau	100-21100	146.31
01/24	01/19/2024	37802	2955	USA BlueBook	650-21100	715.90
01/24	01/19/2024	37803	3281	WI DEPARTMENT OF JUSTICE-TIME	100-21100	1,281.00
01/24	01/19/2024	37804	3075	William Franklin II	100-21100	353.30
01/24	01/19/2024	37805	3082	Winter Equipment Company	750-21100	7,166.90
01/24	01/23/2024	37830	539	City of Mosinee	100-21100	117.00
01/24	01/23/2024	37831	611	Covantage Credit Union	750-21100	90,027.77
01/24	01/29/2024	37832	212	AT & T MOBILITY	100-21100	494.95
01/24	01/29/2024	37833	3196	CITY COUNTY DATA	100-21100	2,880.00
01/24	01/29/2024	37834	787	Dianne Drew	100-21100	15.72
01/24	01/29/2024	37835	1770	Marathon County Treasure	100-21100	326.76
01/24	01/29/2024	37836	1900	Menards - Wausau	601-21100	78.11
01/24	01/29/2024	37837	125	Amir Zeyghami	100-21100	213.00
01/24	01/29/2024	37838	183	Aramark	601-21100	201.47
01/24	01/29/2024	37839	3198	ASSURITY LIFE INSURANCE COMPANY	100-21100	605.00
01/24	01/29/2024	37840	229	B&M Technical Services, Inc.	650-21100	575.00
01/24	01/29/2024	37841	311	Bradley Jacobson	100-21100	25.00
01/24	01/29/2024	37842	331	BRIAN AUGUSTINIAK	100-21100	154.12
01/24	01/29/2024	37843	3282	CHAD STREHLOW	100-21100	319.36
01/24	01/29/2024	37844	479	Charlie's Hardware	650-21100	518.20
01/24	01/29/2024	37845	546	CIVIC SYSTEMS, LLC	100-21100	2,500.00
01/24	01/29/2024	37846	547	CIVICPLUS (AGENDA MANAGEMENT)	100-21100	5,070.00
01/24	01/29/2024	37847	604	Country Pumps	100-21100	193.00
01/24	01/29/2024	37848	792	Dirks Group, LLC	100-21100	1,818.76
01/24	01/29/2024	37849	841	Dustin Dulak	100-21100	72.21
01/24	01/29/2024	37850	3226	ELLIS STONE CONSTRUCTION COMPANY INC.	601-21100	958,922.72
01/24	01/29/2024	37851	964	Forms Specialists Printing, Inc.	100-21100	1,940.00
01/24	01/29/2024	37852	1145	Integrity Fire Protection, Inc.	100-21100	390.00
01/24	01/29/2024	37853	1226	Jason McFarlane	100-21100	209.53
01/24	01/29/2024	37854	1289	JERRY BUCKI	100-21100	185.89
01/24	01/29/2024	37855	1304	JFTCO Inc.	100-21100	12.03
01/24	01/29/2024	37856	1678	LESLEY L BLOECHER	100-21100	86.71
01/24	01/29/2024	37857	1761	Marathon County Health Department	601-21100	30.00
01/24	01/29/2024	37858	1884	MCDEVCO	100-21100	250.00
01/24	01/29/2024	37859	1900	Menards - Wausau	650-21100	274.94
01/24	01/29/2024	37860	2157	Overland Transportation Services, Inc.	100-21100	110.00
01/24	01/29/2024	37861	2290	Quill Corporation	100-21100	45.99
01/24	01/29/2024	37862	2657	Sternot Auto Repair, Inc	100-21100	45.41
01/24	01/29/2024	37863	2881	Traffic Logix Corp.	100-21100	521.00
01/24	01/29/2024	37864	2971	Van Ert Electric Company, Inc.	100-21100	619.40
01/24	01/29/2024	37865	2985	Village of Kronenwetter	100-21100	20,013.79
02/24	02/01/2024	37866	2780	The Hartford	100-21100	98.64
02/24	02/02/2024	37867	50	Advance Auto Parts	100-21100	112.96
02/24	02/02/2024	37868	91	ALLIANCE HOLDINGS, LLC	100-21100	18,473.82
02/24	02/02/2024	37869	3283	ANGELA SCHOEPKE	100-21100	200.00
02/24	02/02/2024	37870	183	Aramark	601-21100	202.63
02/24	02/02/2024	37871	207	Associated Appraisal Consultants, Inc	100-21100	1,439.58
02/24	02/02/2024	37872	250	Bauernfeind Business Technologies, Inc.	100-21100	700.20
02/24	02/02/2024	37873	467	CHAI XIONG	100-21100	496.59
02/24	02/02/2024	37874	479	Charlie's Hardware	100-21100	159.18

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Check GL Account	Amount
02/24	02/02/2024	37875	3284	CINDY REDIGER	100-21100	56.87
02/24	02/02/2024	37876	546	CIVIC SYSTEMS, LLC	100-21100	44,437.00
02/24	02/02/2024	37877	561	CliftonLarsonAllen LLP	100-21100	1,533.00
02/24	02/02/2024	37878	595	Core & Main LP	601-21100	53.15
02/24	02/02/2024	37879	792	Dirks Group, LLC	100-21100	4,288.37
02/24	02/02/2024	37880	3285	ED SCHIEFELBEIN	100-21100	183.89
02/24	02/02/2024	37881	879	Emergency Medical Products, Inc.	100-21100	70.32
02/24	02/02/2024	37882	934	Fastenal Company	100-21100	215.58
02/24	02/02/2024	37883	948	FIRE SAFETY USA	100-21100	340.00
02/24	02/02/2024	37884	950	FIREFIGHTER TDC LLC	100-21100	500.00
02/24	02/02/2024	37885	978	FRANK ROTHAMER	100-21100	273.18
02/24	02/02/2024	37886	988	GANNETT WI MEDIA	100-21100	26.92
02/24	02/02/2024	37887	1077	Halron Lubricants, Inc.	100-21100	178.14
02/24	02/02/2024	37888	1159	I-State Truck Center	100-21100	144.13
02/24	02/02/2024	37889	1258	JEFFREY ZIBTON	100-21100	233.71
02/24	02/02/2024	37890	1371	Johnson Controls Fire Protection LP	100-21100	806.34
02/24	02/02/2024	37891	1394	JOSEPH GOSPODAREK	100-21100	241.97
02/24	02/02/2024	37892	1443	JUSTIN BROOKS	601-21100	278.67
02/24	02/02/2024	37893	1598	Kronenwetter Water Utility	100-21100	71.17
02/24	02/02/2024	37894	3286	KYLE JAMES	260-21100	398.50
02/24	02/02/2024	37895	3287	LEON PASTIKA	100-21100	309.40
02/24	02/02/2024	37896	1696	Lisa Kerstner	100-21100	17.29
02/24	02/02/2024	37897	1761	Marathon County Health Department	601-21100	30.00
02/24	02/02/2024	37898	1931	Michael Koroch	100-21100	329.44
02/24	02/02/2024	37899	2253	Pomp's Tire Service Inc.	100-21100	696.32
02/24	02/02/2024	37900	2289	Quarles & Brady LLP	601-21100	17,500.00
02/24	02/02/2024	37901	2290	Quill Corporation	100-21100	150.54
02/24	02/02/2024	37902	2353	Rent-A-Flash of Wisconsin, Inc.	100-21100	108.50
02/24	02/02/2024	37903	2456	ROTH PROFESSIONAL SOLUTIONS	650-21100	10,005.00
02/24	02/02/2024	37904	2518	SARAH FISHER	100-21100	71.29
02/24	02/02/2024	37905	2788	The Uniform Shoppe	100-21100	69.95
02/24	02/02/2024	37906	2870	Toua Vang	100-21100	217.56
02/24	02/02/2024	37907	2913	Truck Country - Wausau	100-21100	109.05
02/24	02/02/2024	37908	3009	Walt's Petroleum Service, Inc.	100-21100	37.28
02/24	02/02/2024	37909	3022	Wausau Chemical Corp.	601-21100	2,009.62
02/24	02/02/2024	37910	221	Automated Logic-Wisconsin	100-21100	1,037.50
02/24	02/02/2024	37911	1750	Malbrit Mechanical, Inc.	100-21100	831.80
02/24	02/02/2024	37912	1771	Marathon County Treasurer's Office	100-21100	1,414.12
02/24	02/09/2024	37914	50	Advance Auto Parts	100-21100	37.50
02/24	02/09/2024	37915	107	Amazon Capital Services, Inc.	100-21100	103.77
02/24	02/09/2024	37916	183	Aramark	601-21100	213.63
02/24	02/09/2024	37917	212	AT & T MOBILITY	100-21100	168.55
02/24	02/09/2024	37918	250	Bauernfeind Business Technologies, Inc.	100-21100	7,917.58
02/24	02/09/2024	37919	256	Becher Hoppe Associates, Inc.	601-21100	2,710.00
02/24	02/09/2024	37920	3171	BELCO VEH SOLUTIONS	750-21100	6,891.05
02/24	02/09/2024	37921	479	Charlie's Hardware	650-21100	155.39
02/24	02/09/2024	37922	862	Ehlers Companies	100-21100	200.00
02/24	02/09/2024	37923	934	Fastenal Company	100-21100	404.92
02/24	02/09/2024	37924	940	Ferguson Waterworks #1476	100-21100	214.75
02/24	02/09/2024	37925	948	FIRE SAFETY USA	100-21100	335.00
02/24	02/09/2024	37926	1612	Kustom Signals, Inc.	750-21100	2,571.31
02/24	02/09/2024	37927	1761	Marathon County Health Department	601-21100	30.00
02/24	02/09/2024	37928	2127	Northway Communications, Inc.	100-21100	2,125.00
02/24	02/09/2024	37929	2209	PERRY GOETSCH	100-21100	507.32
02/24	02/09/2024	37930	2656	Sterling Water, Inc.	100-21100	12.00
02/24	02/09/2024	37931	2716	Superior Chemical Corp	100-21100	88.03
02/24	02/09/2024	37932	2718	Superior Vision Insurance Plan of WI	100-21100	43.05

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Check GL Account	Amount
02/24	02/09/2024	37933	2732	Swiderski Equipment, Inc.	100-21100	197.72
02/24	02/09/2024	37934	3197	TRANSAMERICA EMPLOYEE BENEFITS	100-21100	102.92
02/24	02/09/2024	37935	2913	Truck Country - Wausau	100-21100	201.44
02/24	02/09/2024	37936	3107	WI Professional Police Association, Inc	100-21100	356.00
02/24	02/09/2024	37937	3065	WI State Laboratory of Hygiene	601-21100	29.00
02/24	02/09/2024	37938	3101	Wisconsin Lifting Specialists, Inc.	100-21100	500.76
02/24	02/09/2024	37939	792	Dirks Group, LLC	100-21100	1,311.25
02/24	02/09/2024	37940	1770	Marathon County Treasure	100-21100	1.54
02/24	02/14/2024	37941	50	Advance Auto Parts	100-21100	49.89
02/24	02/14/2024	37942	107	Amazon Capital Services, Inc.	100-21100	34.99
02/24	02/14/2024	37943	183	Aramark	601-21100	202.63
02/24	02/14/2024	37944	547	CIVICPLUS (AGENDA MANAGEMENT)	100-21100	3,879.75
02/24	02/14/2024	37945	646	D C Everest School District	100-21100	1,006,442.18
02/24	02/14/2024	37946	950	FIREFIGHTER TDC LLC	100-21100	48.00
02/24	02/14/2024	37947	3288	KURT URBAN	100-21100	200.00
02/24	02/14/2024	37948	1761	Marathon County Health Department	601-21100	30.00
02/24	02/14/2024	37949	1771	Marathon County Treasurer's Office	100-21100	759,707.94
02/24	02/14/2024	37950	2020	Mosinee School District	100-21100	306,549.93
02/24	02/14/2024	37951	2109	North Central Technical College	100-21100	209,210.50
02/24	02/14/2024	37952	2285	Quadient Finance USA, Inc.	100-21100	1,500.00
02/24	02/14/2024	37953	2290	Quill Corporation	100-21100	133.12
02/24	02/14/2024	37954	2657	Sternot Auto Repair, Inc	100-21100	72.84
02/24	02/14/2024	37955	2788	The Uniform Shoppe	100-21100	163.70
02/24	02/14/2024	37956	2955	USA BlueBook	601-21100	185.31
01/24	01/08/2024	10000112	1006	GENERAL TEAMSTER LOCAL 662	100-21100	776.00
01/24	01/12/2024	10000120	2758	TDS Telecom	650-21100	1,718.89
01/24	01/19/2024	10000121	2941	United Health Care	100-21100	415.26
01/24	01/19/2024	10000122	3108	Wisconsin Public Service	100-21100	3,556.30
02/24	02/01/2024	10000123	2953	US BANK (CREDIT CARD SERVICES)	650-21100	6,562.51
02/24	02/01/2024	10000124	3093	WISCONSIN DEFERRED COMPENSATION	100-21100	1,439.19
02/24	02/01/2024	10000125	3108	Wisconsin Public Service	100-21100	359.62
02/24	02/02/2024	10000126	442	Central States Health-Teamcare	100-21100	.00 V
02/24	02/05/2024	10000127	442	Central States Health-Teamcare	650-21100	32,512.80
02/24	02/05/2024	10000128	1006	GENERAL TEAMSTER LOCAL 662	100-21100	776.00
02/24	02/05/2024	10000129	2758	TDS Telecom	650-21100	1,684.69
02/24	02/05/2024	10000130	938	Federal Tax Deposit	100-21100	11.14
02/24	02/06/2024	10000131	3050	WEX Bank-Exxon Mobil	100-21100	2,133.85
02/24	02/06/2024	10000132	3108	Wisconsin Public Service	100-21100	15,384.84
02/24	02/09/2024	10000133	3058	WI Department of Revenue	100-21100	1,685.59
01/24	01/11/2024	10000134	3093	WISCONSIN DEFERRED COMPENSATION	100-21100	1,443.50
02/24	02/09/2024	10000135	3093	WISCONSIN DEFERRED COMPENSATION	100-21100	1,424.02
02/24	02/12/2024	10000136	1614	Kwik Trip, LLC	100-21100	630.91
Grand Totals:						8,588,384.48

Summary by General Ledger Account Number

GL Account	Debit	Credit	Proof
001-11102	.00	.00	.00
100-21100	36,944.57	7,455,074.08-	7,418,129.51-
100-21103	52,497.46	.00	52,497.46
100-21511	11.14	.00	11.14
100-21513	1,685.59	.00	1,685.59
100-21515	2,111.42	.00	2,111.42

GL Account	Debit	Credit	Proof
100-21516	2,195.29	.00	2,195.29
100-21517	707.92	.00	707.92
100-21518	1,908.00	.00	1,908.00
100-21523	43.05	.00	43.05
100-22500	2,250.00	.00	2,250.00
100-22501	905.00	.00	905.00
100-24311	2,340,345.76	.00	2,340,345.76
100-24600	950,952.03	.00	950,952.03
100-24610	3,122,095.78	.00	3,122,095.78
100-24630	648,994.28	.00	648,994.28
100-48000-200	75.00	.00	75.00
100-51200-100-333	824.54	.00	824.54
100-51300-302-000	962.00	.00	962.00
100-51400-460-000	2,078.35	.00	2,078.35
100-51400-470-000	11,065.96	.00	11,065.96
100-51400-485-000	70,063.57	.00	70,063.57
100-51400-510-000	1,533.00	.00	1,533.00
100-51400-517-000	132.11	.00	132.11
100-51410-340-000	19.00	.00	19.00
100-51420-110-154	3,285.51	1,711.20-	1,574.31
100-51420-340-000	28.99	.00	28.99
100-51420-350-000	590.00	.00	590.00
100-51420-360-000	165.00	.00	165.00
100-51421-110-154	3,422.40	1,711.20-	1,711.20
100-51422-110-154	513.36	342.24-	171.12
100-51423-110-154	3,422.40	1,711.20-	1,711.20
100-51423-340-000	14.41	.00	14.41
100-51425-110-154	3,422.40	1,711.20-	1,711.20
100-51427-110-154	2,909.04	1,540.08-	1,368.96
100-51427-340-000	102.93	.00	102.93
100-51440-350-000	1,770.09	.00	1,770.09
100-51520-110-154	2,601.03	1,711.20-	889.83
100-51520-340-000	269.69	.00	269.69
100-51530-110-000	2,879.16	.00	2,879.16
100-51600-326-000	3,938.20	.00	3,938.20
100-51600-354-000	1,391.78	.00	1,391.78
100-51600-389-000	4,993.33	.00	4,993.33
100-51900-960-000	84.91	.00	84.91
100-51900-970-000	1,775.00	.00	1,775.00
100-51900-990-000	250.00	.00	250.00
100-51900-991-000	35.00	.00	35.00
100-52000-120-138	31.35	.00	31.35
100-52000-120-146	365.00	.00	365.00
100-52000-120-238	1,773.01	.00	1,773.01
100-52000-120-320	1,501.50	.00	1,501.50
100-52000-120-321	453.63	.00	453.63
100-52000-120-324	2,324.97	.00	2,324.97
100-52000-120-326	910.25	.00	910.25
100-52000-120-380	1,640.04	.00	1,640.04
100-52000-120-437	15.72	.00	15.72
100-52000-120-460	1,549.89	.00	1,549.89
100-52000-120-475	83.33	.00	83.33
100-52000-120-476	276.18	.00	276.18
100-52000-120-815	326.76	.00	326.76
100-52000-120-820	5,594.83	.00	5,594.83
100-52000-120-938	415.26	.00	415.26
100-52000-121-154	3,422.40	1,711.20-	1,711.20

GL Account	Debit	Credit	Proof
100-52000-122-154	197.28	.00	197.28
100-52000-124-154	1,676.98	838.49-	838.49
100-52000-127-154	3,422.40	1,711.20-	1,711.20
100-52200-201-321	3,015.52	.00	3,015.52
100-52200-201-322	141.23	.00	141.23
100-52200-201-323	190.50	.00	190.50
100-52200-201-324	162.06	.00	162.06
100-52200-201-326	34.25	.00	34.25
100-52200-201-340	1,200.00	.00	1,200.00
100-52200-201-350	677.89	.00	677.89
100-52200-201-380	11,562.29	.00	11,562.29
100-52200-201-383	675.00	.00	675.00
100-52200-201-820	514.61	.00	514.61
100-52200-201-940	2,125.00	.00	2,125.00
100-52200-301-000	413.30	.00	413.30
100-52200-301-340	230.00	.00	230.00
100-52200-301-350	884.63	.00	884.63
100-52200-301-360	10.00	.00	10.00
100-52200-301-370	400.00	.00	400.00
100-52200-310-329	56,475.56	.00	56,475.56
100-52400-400-250	11,040.00	.00	11,040.00
100-52800-100-321	50.00	.00	50.00
100-52800-101-154	205.34	102.67-	102.67
100-53000-300-000	1,075.00	.00	1,075.00
100-53000-302-154	2,481.24	1,711.20-	770.04
100-53000-311-130	110.00	.00	110.00
100-53000-311-154	15,280.99	6,297.19-	8,983.80
100-53000-311-358	368.90	.00	368.90
100-53000-311-380	5,817.03	.00	5,817.03
100-53000-311-384	187.39	.00	187.39
100-53000-311-814	250.00	.00	250.00
100-53000-312-326	1,866.86	.00	1,866.86
100-53000-312-329	1,272.60	.00	1,272.60
100-53000-312-355	1,414.12	.00	1,414.12
100-53000-314-320	2,912.74	.00	2,912.74
100-53000-315-420	8,250.78	.00	8,250.78
100-53000-620-315	10,095.80	.00	10,095.80
100-53000-620-317	2,500.00	.00	2,500.00
100-53000-620-320	33,639.50	14,134.30-	19,505.20
100-55000-200-326	242.29	.00	242.29
221-21100	770.05	5,920.07-	5,150.02-
221-21910	1,752.80	.00	1,752.80
221-51200-100-354	382.18	.00	382.18
221-51200-100-480	2,200.00	.00	2,200.00
221-51250-100-154	1,540.09	770.05-	770.04
221-51252-340-000	45.00	.00	45.00
260-21100	.00	3,255.84-	3,255.84-
260-55200-900-000	3,255.84	.00	3,255.84
451-21100	.00	34.22-	34.22-
451-51410-302-154	34.22	.00	34.22
452-21100	.00	6,310.10-	6,310.10-
452-51100-300-001	6,003.00	.00	6,003.00
452-51400-460-000	50.42	.00	50.42
452-51410-302-154	256.68	.00	256.68
453-21100	.00	34.22-	34.22-
453-51410-302-154	34.22	.00	34.22
454-21100	.00	34.24-	34.24-

GL Account	Debit	Credit	Proof
454-51400-460-000	.02	.00	.02
454-51410-302-154	34.22	.00	34.22
500-21100	.00	5,185.04-	5,185.04-
500-51350-000-001	2,585.04	.00	2,585.04
500-53000-000-100	2,600.00	.00	2,600.00
601-13825	155.41	.00	155.41
601-21100	4,466.24	1,002,968.36-	998,502.12-
601-53600-906-154	427.80	.00	427.80
601-53600-907-154	513.36	.00	513.36
601-53600-926-001	273.76	273.76-	.00
601-53600-926-154	4,192.48	4,192.48-	.00
601-53600-930-154	641.70	.00	641.70
601-53600-931-154	342.24	.00	342.24
601-53610-620-154	342.24	.00	342.24
601-53610-622-002	2,477.42	.00	2,477.42
601-53610-622-003	346.22	.00	346.22
601-53620-630-010	246.00	.00	246.00
601-53620-631-001	5,916.91	.00	5,916.91
601-53620-632-002	958,975.87	.00	958,975.87
601-53630-640-154	342.24	.00	342.24
601-53630-641-002	1,548.08	.00	1,548.08
601-53630-654-001	185.31	.00	185.31
601-53630-655-001	67.03	.00	67.03
601-53640-902-154	385.02	.00	385.02
601-53640-903-002	501.44	.00	501.44
601-53640-903-004	171.53	.00	171.53
601-53640-905-154	342.24	.00	342.24
601-53650-920-154	342.24	.00	342.24
601-53650-921-001	175.95	.00	175.95
601-53650-921-003	41.13	.00	41.13
601-53650-921-006	310.28	.00	310.28
601-53650-921-008	2,871.64	.00	2,871.64
601-53650-921-009	237.80	.00	237.80
601-53650-921-154	385.02	.00	385.02
601-53650-923-002	2,710.00	.00	2,710.00
601-53650-923-004	17,500.00	.00	17,500.00
650-13825	160.08	.00	160.08
650-21100	4,466.24	48,202.38-	43,736.14-
650-53560-850-154	4,851.26	3,781.76-	1,069.50
650-53560-851-154	1,454.52	684.48-	770.04
650-53560-853-154	1,711.20	.00	1,711.20
650-53560-854-154	513.36	.00	513.36
650-53650-821-001	6,009.84	.00	6,009.84
650-53650-821-002	6.66	.00	6.66
650-53650-827-001	433.02	.00	433.02
650-53650-832-000	1,531.66	.00	1,531.66
650-53650-851-001	80.15	.00	80.15
650-53650-851-002	506.29	.00	506.29
650-53650-851-003	41.14	.00	41.14
650-53650-851-008	385.81	.00	385.81
650-53650-851-009	171.53	.00	171.53
650-53650-851-010	333.65	.00	333.65
650-53650-852-004	25,699.95	.00	25,699.95
650-53650-856-000	4,002.00	.00	4,002.00
650-53650-856-003	310.26	.00	310.26
750-21100	.00	108,013.03-	108,013.03-
750-51000-001-000	17,985.26	.00	17,985.26

GL Account	Debit	Credit	Proof
750-57220-000-000	90,027.77	.00	90,027.77
Grand Totals:	8,681,678.68	8,681,678.68-	.00

Dated: _____

Mayor: _____

City Council: _____

City Recorder: _____

Report Criteria:

Report type: Summary

Check.Type = {<>} "Adjustment"



REPORT TO VB

ITEM NAME:	Budget Amendment #5
MEETING DATE:	2/26/24
PRESENTING COMMITTEE:	APC
COMMITTEE CONTACT:	Chris Voll
STAFF CONTACT:	Lisa Kerstner
PREPARED BY:	Lisa Kerstner

ISSUE: When looking at each line item and not allowing them to go under and over and not looking at the overall budget there was a request for budget amendment #5 in January 2024 to keep each line item looking good. There were not enough funds budgeted in 2023 per individual line items while others were over budgeted. APC had Approved at 12/19/23 meeting to accept this budget amendment, knowing that if other lines were over budgeted they would be going back into undesignated funds.

OBJECTIVES: Per the direction given was to look at each line and put money into accounts that have overages. I did budget adjustments within the same departments. If funds were not available within a department then a budget amendment is required.

PROPOSAL: I am asking at this time that we do not do anything with Budget Amendment #5 until I can complete the moving expenditures to the correct year. Plus, I am verifying that all information has been recorded correctly in the new system. I do not believe that at this time we need to do another budget amendment.

RECOMMENDED ACTION: Table this budget amendment for now and once we have everything recorded and verified I will give an update on what happened in 2023.

ATTACHMENTS (describe briefly): Budget Amendments & Budget Adjustments

Account Number	Account Name	YTD	Budget Amount	Difference	Request Budget amount
1100-51200-100-333	Municipal Court Legal Fees	\$12,582.70	\$12,000.00	-\$582.70	\$5,000.00
100-51420-110-110	Community Development - Wages	\$53,489.63	\$49,500.00	-\$3,989.63	\$11,000.00
100-51420-110-151	Community Development - FICA	\$3,971.39	\$3,787.00	-\$184.39	\$700.00
100-51420-110-152	Community Development - Retirement	\$3,619.50	\$3,365.00	-\$254.50	\$725.00
100-51420-110-154	Community Development - Health Ins.	\$23,517.95	\$21,388.48	-\$2,129.47	\$6,500.00
100-51421-110-154	Clerk - Health Ins.	\$25,249.24	\$23,500.00	-\$1,749.24	\$6,300.00
100-51422-110-154	Deputy Clerk - Health Ins.	\$5,068.73	\$4,777.00	-\$291.73	\$1,225.00
100-51423-110-154	Admin. Assistant - Health Ins.	\$24,339.16	\$22,281.31	-\$2,057.85	\$6,400.00
100-51425-110-154	Plan Tech. - Health Ins.	\$21,592.94	\$19,344.47	-\$2,248.47	\$6,500.00
100-51427-110-154	Acct Clerk - Health Ins.	\$26,122.08	\$25,501.00	-\$621.08	\$5,350.00
100-51440-110-110	Election - Wages	\$9,470.05	\$9,244.20	-\$225.85	\$500.00
100-51520-110-151	Treasurer - FICA	\$4,304.27	\$4,282.00	-\$22.27	\$560.00
100-51520-110-154	Treasurer - Health Ins.	\$21,623.58	\$19,421.00	-\$2,202.58	\$6,500.00
100-51530-110-000	Assessor Fee	\$15,435.68	\$15,000.00	-\$435.68	\$1,850.00
100-52000-120-380	PD - Equipment Repairs/Maintenance	\$18,905.52	\$15,000.00	-\$3,905.52	\$5,500.00
100-52000-121-110	Lieutenant - Wages	\$92,923.71	\$88,878.40	-\$4,045.31	\$15,500.00
100-52000-121-154	Lieutenant - Health Ins	\$25,683.44	\$24,099.00	-\$1,584.44	\$6,300.00
100-52000-124-154	Police Clerk - Health Ins	\$12,421.40	\$11,555.00	-\$866.40	\$3,200.00
100-52000-127-110	Police Chief - Wages	\$101,812.00	\$94,400.00	-\$7,412.00	\$20,000.00
100-52000-127-152	Police Chief - Retirement	\$10,272.72	\$10,196.00	-\$76.72	\$1,725.00
100-52000-127-154	Police Chief - Health Ins.	\$19,298.46	\$18,888.48	-\$409.98	\$5,100.00
100-52000-201-152	FD - Retirement	\$2,191.29	\$2,100.00	-\$91.29	\$1,600.00
100-52000-201-380	FD - Equipment Repairs/Maintenance	\$62,967.45	\$25,000.00	-\$37,967.45	\$38,000.00
100-52000-201-383	FD - Field Tools Outlay	\$8,251.74	\$7,500.00	-\$751.74	\$800.00
100-52000-300-151	First Responders - FICA	\$2,737.37	\$1,550.00	-\$1,187.37	\$2,500.00
100-52000-300-152	First Responders - Retirement	\$774.35	\$0.00	-\$774.35	\$1,550.00
100-52000-301-370	EMS Grant Expense	\$56,143.97	\$0.00	-\$56,143.97	\$71,500.00
100-52800-101-110	PFC -Wages	\$2,404.05	\$1,500.00	-\$904.05	\$1,300.00
100-52800-101-154	PFC -Health Ins	\$1,883.28	\$1,134.00	-\$749.28	\$1,050.00
100-53000-302-154	PW Director - Health Ins.	\$15,863.10	\$12,765.86	-\$3,097.24	\$6,350.00
100-53000-311-154	PW - Health Ins.	\$107,971.08	\$103,359.00	-\$4,612.08	\$23,800.00

Total General Fund (100)	\$792,891.83	\$651,317.20	-\$141,574.63	\$264,885.00
--------------------------	--------------	--------------	---------------	--------------

221-51250-100-154	Courk Clerk - Health Ins.	\$11,343.00	\$10,550.00	-\$793.00	\$3,000.00
Total Fund (221)		\$11,343.00	\$10,550.00	-\$793.00	\$3,000.00

270-52200-110-000	Fire Prevent - Wages	\$6,136.50	\$6,000.00	-\$136.50	\$136.50
270-52200-110-152	Fire Prevent - Retirement	\$1,540.00	\$0.00	-\$1,540.00	\$3,080.00
Total Fund (270)		\$7,676.50	\$6,000.00	-\$1,676.50	\$3,216.50

601-53600-632-002	Capital Projects	\$392,350.98	\$10,046.35	-\$382,304.63	\$482,304.63
601-53600-920-152	Billing - Retirement	\$1,352.94	\$1,279.00	-\$73.94	\$300.00
601-53600-926-001	PW Crew - Health Ins	\$4,490.34	\$3,978.00	-\$512.34	\$1,050.00
Total Fund (601)		\$398,194.26	\$15,303.35	-\$382,890.91	\$483,654.63

650-53560-850-154	PW - Health Ins.	\$35,334.10	\$31,078.00	-\$4,256.10	\$14,250.00
650-53560-851-154	Utility Clerk - Health Ins.	\$7,557.00	\$7,556.00	-\$1.00	\$1,300.00
650-53560-852-154	PW Director - Health Ins	\$14,710.46	\$14,665.50	-\$44.96	\$225.00
Total Fund (650)		\$57,601.56	\$53,299.50	-\$4,302.06	\$15,775.00

Date	Reference	Account Number	Account Title	Description	Debit Amount	Credit Amount
11/30/2023	9.0001	100-51400-460-000	Office Supplies	Adjustment of Budget within same d	1,000.00	.00
11/30/2023	9.0002	100-51400-485-000	Computer Supplies, Expenses &	Adjustment of Budget within same d	.00	1,000.00-
11/30/2023	10.0001	100-51410-330-000	Mileage - Administrator	Adjustment of Budget within same d	150.00	.00
11/30/2023	10.0002	100-51410-340-000	Schooling, Training	Adjustment of Budget within same d	.00	150.00-
11/30/2023	11.0001	100-51423-330-000	Mileage - AA	Adjustment of Budget within same d	55.43	.00
11/30/2023	11.0002	100-51423-340-000	Training/Schooling/Meetings	Adjustment of Budget within same d	.00	29.43-
11/30/2023	11.0003	100-51423-131-000	EAP Fringe - AA	Adjustment of Budget within same d	.00	26.00-
11/30/2023	12.0001	100-51427-330-000	Mileage - Acct Clerk	Adjustment of Budget within same d	200.00	.00
11/30/2023	12.0002	100-51427-340-000	Training/Schooling/Meetings	Adjustment of Budget within same d	.00	200.00-
11/30/2023	13.0001	100-51600-354-000	Materials & Supplies	Adjustment of Budget within same d	1,000.00	.00
11/30/2023	13.0002	100-51600-389-000	Maintenance	Adjustment of Budget within same d	1,000.00	.00
11/30/2023	13.0003	100-51600-326-000	Utilities	Adjustment of Budget within same d	.00	2,000.00-
11/30/2023	14.0001	100-52800-100-321	PFC Postage	Adjustment of Budget within same d	40.00	.00
11/30/2023	14.0002	100-52800-100-340	PFC Training/Schooling	Adjustment of Budget within same d	.00	40.00-
11/30/2023	15.0001	100-53000-312-326	Garage Utilities	Adjustment of Budget within same d	1,500.00	.00
11/30/2023	15.0002	100-53000-300-000	Engineering Costs	Adjustment of Budget within same d	.00	1,500.00-
11/30/2023	16.0001	260-55200-900-000	FD Donation Exp - Other	Adjustment of Budget within same d	1,901.00	.00
11/30/2023	16.0002	260-55200-007-100	Fallen Firefighter's Donations	Adjustment of Budget within same d	.00	1,799.56-
11/30/2023	16.0003	260-55200-005-100	FD Donation Exp - Fall Fest	Adjustment of Budget within same d	.00	101.44-
11/30/2023	17.0001	410-57103-000-000	Kowalski Road Interchange	Adjustment of Budget within same d	11,929.00	.00
11/30/2023	17.0002	410-57100-000-000	Capital Road Improvements	Adjustment of Budget within same d	.00	11,929.00-
11/30/2023	18.0001	601-53600-622-002	WPS Electric	Adjustment of Budget within same d	600.00	.00
11/30/2023	18.0002	601-53600-623-002	Telephone Exp-Wellhouse	Adjustment of Budget within same d	250.00	.00
11/30/2023	18.0003	601-53600-631-001	Chemicals	Adjustment of Budget within same d	55.00	.00
11/30/2023	18.0004	601-53600-654-001	Maintenance of Hydrants	Adjustment of Budget within same d	500.00	.00
11/30/2023	18.0005	601-53600-650-002	Water Storage	Adjustment of Budget within same d	.00	1,405.00-

Date	Reference	Account Number	Account Title	Description	Debit Amount	Credit Amount
11/30/2023	18.0006	601-53600-923-004	Legal Services	Adjustment of Budget within same d	350.00	.00
11/30/2023	18.0007	601-53600-921-009	Uniforms	Adjustment of Budget within same d	100.00	.00
11/30/2023	18.0008	601-53600-930-009	Education/Seminars Expense	Adjustment of Budget within same d	.00	450.00-
					20,630.43	20,630.43-

Date	Reference	Account Number	Account Title	Description	Debit Amount	Credit Amount
11/30/2023	19.0001	100-52000-120-437	Mileage - Police Clerk	Budget Adjustments	250.00	.00
11/30/2023	19.0002	100-52000-120-438	Train/Meetings - Police Clerk	Budget Adjustments	.00	250.00-
11/30/2023	20.0001	100-52000-201-324	Fuel	Budget Adjustments	1,700.00	.00
11/30/2023	20.0002	100-52000-301-360	Medical/Physicals	Budget Adjustments	400.00	.00
11/30/2023	20.0003	100-52000-310-210	Outside Services	Budget Adjustments	.00	2,100.00-
11/30/2023	21.0001	100-52000-400-353	HOUSE NUMBERS	Budget Adjustments	250.00	.00
11/30/2023	20.0005	100-52000-400-352	Administrative Books, Codes	Budget Adjustments	.00	250.00-
					2,600.00	2,600.00-

GL Account Number	Title	YTD Actual	Original Budget	Amended Budget	Actual vs Amended Budget Difference
100-41000-000	TAXES	0	0	0	0
100-41000-100	Prop. Tax Equivalent - Utility	0	0	0	0
100-41000-110	General Property Taxes	-1631019.3	-1631018.9	-1631018.9	-0.44
100-41000-140	Mobile Home Fees (Monthly)	-3290.62	-2895	-2895	-395.62
100-41000-141	Mobile Home Lottery Credit	-1661.77	-1834	-1834	172.23
100-41000-150	Forest Crop Law (FCL)	0	0	0	0
100-41000-151	Managed Forest Law (MFL)	-31228.99	-30475	-30475	-753.99
100-41800-001	Agricultural Conversion Charge	0	0	0	0
100-41800-002	Interest and Penalty on Taxes	-309.54	0	0	-309.54
100-43000-000	INTERGOVERNMENTAL REVENUES	0	0	0	0
100-43000-001	State; Shared Revenues	-442819.36	-242892	-242892	-199927.36
100-43000-003	All Other Intergovernmental	0	0	0	0
100-43000-004	Crossing Guard Fees	0	0	0	0
100-43000-005	Environmental Impact Fees	0	0	0	0
100-43000-100	Environmental Impact Fees	-34627	-34627	-34627	0
100-43000-409	Shared Taxes Weston 4 - Debt	0	0	0	0
100-43000-410	Shared Taxes-Weston 4	-1134091.5	-1332847	-1332847	198755.48
100-43000-411	Shared Taxes - Magellan Term.	-53386.18	-62500	-62500	9113.82
100-43000-420	2% Fire Insurance	0	0	0	0
100-43000-521	Law Enforcement Grants	-18309.92	-18500	-18500	190.08
100-43000-523	Other Law Enforcement Grants	0	-1000	-1000	1000
100-43000-531	State; Quarterly Highway Aid	-322772.24	-321000	-321000	-1772.24
100-43000-540	Local Roads Improvement Grants	0	0	0	0
100-43000-541	County; Culvert Reimbursement	0	0	0	0
100-43000-545	State; Recycling Aid	-28512.31	-28500	-28500	-12.31
100-43000-550	State; Computer Aid	-404.27	-404.27	-404.27	0
100-43000-560	Video Service Provider Aid	-12078.85	-12079	-12079	0.15
100-43000-565	State; COVID Reimbursement Aid	0	0	0	0
100-43000-650	Crossing Guard Fees	-2524.5	-2500	-2500	-24.5
100-43000-710	Local Bridge Aid	0	0	0	0
100-43003-555	State Election Service Aid	0	0	0	0
100-43211-000	Federal Law Enforcement Grants	0	0	0	0
100-43523-121	Fire Department Grants	0	0	0	0
100-43640-000	FC/MC Sev/yld/withdrawal Tax	0	0	0	0
100-43650-000	Forest Crop/Man Forest Land	-3812.22	-3800	-3800	-12.22
100-43670-000	Personal Property State Aid	-15505.25	-15000	-15000	-505.25
100-43690-000	Other State Payments	0	0	0	0
100-43790-000	Other Local Government Grants	-82303.5	-15505.25	-15505.25	-66798.25
100-44000-000	REGULATION & COMPLINCE REVENUE	0	0	0	0
100-44000-002	All Other Permits & Licenses	-6908.43	0	0	-6908.43
100-44000-110	Liquor & Beer Licenses	-3250	-2400	-2400	-850
100-44000-120	Operator Licenses	-1100	-807.08	-807.08	-292.92
100-44000-121	Cigarette Licenses	-100	-300	-300	200
100-44000-122	Kennel Licenses & Permits	-300	-375	-375	75
100-44000-123	Mobile Home Court Licenses	-2020.78	-100	-100	-1920.78
100-44000-124	Dog License Late Fees	-125	-100	-100	-25
100-44000-131	Farmers Market Permit	-1040	-400	-400	-640
100-44000-200	Dog Licenses	-3785.25	-1160	-1160	-2625.25
100-44000-210	Sign Permits/Misc Lic/Permits	-870.6	-100	-100	-770.6

100-44000-300	Building Permits	-51452.97	-80000	-80000	28547.03
100-44000-310	Sign Inspection Fees	0	0	0	0
100-44000-330	Open Record Search	0	0	0	0
100-44000-400	Zoning & Variance Changes	-825	-1500	-1500	675
100-44000-401	Conditional Use Permits	-1325	-1000	-1000	-325
100-44000-402	Plat/CSM/Site Plan Reviews	-2900	-2500	-2500	-400
100-44000-900	Excavating Permits	-700	-12000	-12000	11300
100-45100-000	MUNICIPAL COURT	0	0	0	0
100-45100-100	Fines	-30708.2	-24000	-24000	-6708.2
100-45100-200	Restitution Payments	-50.41	0	0	-50.41
100-46000-000	PUBLIC CHARGES FOR SERVICES	0	0	0	0
100-46000-200	Special Assessment Search	-4245	-4000	-4000	-245
100-46000-210	Police Department Services	-230	0	0	-230
100-46000-221	Fire Department Services	-2070.28	0	0	-2070.28
100-46000-225	Police Department CVR Services	0	0	0	0
100-46000-420	Garbage Collection Fees	-510461.71	-514535	-514535	4073.29
100-47000-000	INTERGOV'T. CHARGES FOR SERV.	0	0	0	0
100-47000-323	Town of Guenther-Standby Fees	0	0	0	0
100-47000-324	Town of Guenther - Fire Ins Du	-5100	-5100	-5100	0
100-48000-100	Interest Earned on Investments	-121568.86	-6000	-6000	-115568.86
100-48000-200	Municipal Center & Park Rental	-8335	-3350	-3350	-4985
100-48000-201	Athletic/Soccer Field Rental	-3300	-75	-75	-3225
100-48000-306	Sale of Scrap and Used Oil	-1632	-10000	-10000	8368
100-48000-309	Wood Sales-County Forest Land	-11110.52	-12500	-12500	1389.48
100-48000-310	Pop Machine Income	0	-5410.53	-5410.53	5410.53
100-48000-311	Miscellaneous Revenue	-12195.47	-13500	-13500	1304.53
100-48000-312	Sale of Office Supplies	-97.07	-750	-750	652.93
100-48000-314	Culvert Work	-861	-9800	-9800	8939
100-48000-315	Non-governmental Grants	0	-9867.48	-9867.48	9867.48
100-48000-316	Franchise Fee	-53048.69	-60000	-60000	6951.31
100-48000-441	Reimbursement for Road Repair	0	0	0	0
100-48000-500	Donations; Other	0	0	0	0
100-48000-530	Donations-Police Department	-203.49	-500	-500	296.51
100-48301-000	Sale of Law Enforcement Equipm	0	0	0	0
100-48302-000	Sale of Fire Dept Equipment	0	0	0	0
100-48400-000	Insurance Claim Proceeds	-174894.86	0	0	-174894.86
100-48500-000	Donation/Private Contributions	0	0	0	0
100-48510-000	Community Events Sponsorships	-6888.09	-1350	-1350	-5538.09
100-49000-000	OTHER FINANCING SOURCES	0	0	0	0
100-49000-130	Loan Proceeds	0	0	0	0
100-49000-240	Trans. from Cap Projects Fund	0	0	0	0
100-49000-252	Transfer from Water Fund	0	0	0	0
100-49000-451	Transfer from TID 1	0	0	0	0
100-49000-600	Insurance Proceeds; Other	-2853	0	0	-2853
100-49155-000	Undesignated Fund Revenue	0	-660319.98	-660319.98	660319.98
100-49900-000	Carry Over- Prior Year Funds	0	0	0	0
100-51000-000-000	GENERAL GOVERNMENT	0	0	0	0
100-51000-108-110	Board Members Salaries & Wages	17825	33000	33000	-15175
100-51000-108-151	FICA Tax - Village Board	1377.19	2524.5	2524.5	-1147.31
100-51000-108-152	RETIREMENT - Board Members	0	0	0	0
100-51000-108-154	INSURANCE - Board Members	0	0	0	0
100-51000-108-320	Expenses - Board Members	1265.2	4778	4778	-3512.8

100-51200-000-000	MUNICIPAL COURT	0	0	0	0
100-51200-100-333	Municipal Court Legal Fees	14107.24	12000	12000	2107.24
100-51200-352-000	Kronenwetter Court Expenditure	0	25000	25000	-25000
100-51250-350-000	Joint Court - Cost Share	0	0	0	0
100-51250-351-000	Credit Card - ADHOC Sec	0	0	0	0
100-51300-000-000	LEGAL	0	0	0	0
100-51300-302-000	Legal Fees-General	42368.67	27000	47000	-4631.33
100-51400-460-000	Office Supplies	19429.88	11000	18716.09	713.79
100-51400-470-000	Office Equipment/Service Agree	16797.02	13000	15598.75	1198.27
100-51400-485-000	Computer Supplies, Expenses &	127702.64	171500	140195.28	-12492.64
100-51400-490-000	Surplus Item Disposal	0	0	0	0
100-51400-510-000	Independent Audit/Accounting	24645	25000	25000	-355
100-51400-511-000	Other Professional Services	0	0	0	0
100-51400-512-000	Municipal Code Update Services	2371.49	4900	4900	-2528.51
100-51400-514-000	Incentives for Individuals	0	0	0	0
100-51400-515-000	Health Ins Admininstration/HSA	0	0	0	0
100-51400-516-000	Uniforms/Apparel	851.15	500	1050	-198.85
100-51400-517-000	Employee Safety/Wellness/gifts	789.88	350	789.88	0
100-51410-000-000	ADMINISTRATOR	0	0	0	0
100-51410-110-110	Salaries & Wages - Administrat	52076.26	59500	59500	-7423.74
100-51410-110-151	FICA Tax - Administrator	-138.41	4553	4553	-4691.41
100-51410-110-152	RETIREMENT - Administrat	-117.6	4045	4045	-4162.6
100-51410-110-154	INSURANCE - Administrat	-859.74	13222	9222	-10081.74
100-51410-131-000	EAP Fringe - Administrator	27	27	27	0
100-51410-322-000	Misc-Business/Mtg Expenses	53.99	300	300	-246.01
100-51410-332-000	Administrator's Relocation Exp	24	5000	5000	-4976
100-51410-340-000	Admin; Seminars & Mileage	5165.85	3600	7600	-2434.15
100-51410-350-000	Emergency Purchases	0	0	0	0
100-51420-000-000	COMMUNITY DEVELOPMENT/ZONING	0	0	0	0
100-51420-110-110	Salaries & Wages - Zoning Admi	59151.16	49500	49500	9651.16
100-51420-110-151	FICA Tax - Zoning Admin	4393.14	3787	3787	606.14
100-51420-110-152	Comm. Develop/Zoning; Retireme	4004.49	3365	3365	639.49
100-51420-110-154	Comm. Develop/Zoning; Health I	26872.67	21388.48	21388.48	5484.19
100-51420-111-110	Wages & Benefits - PC Clerk	0	0	0	0
100-51420-111-151	FICA - PC Clerk	0	0	0	0
100-51420-111-152	RETIREMENT - PC Clerk	0	0	0	0
100-51420-111-154	INSURANCE - PC Clerk	0	0	0	0
100-51420-131-000	Comm. Develop/Zoning; EAP Frin	0	27	27	-27
100-51420-340-000	CD/Zoning; Seminars & Mileage	28.99	890.19	695.19	-666.2
100-51420-345-000	CD/ZA Materials and Supplies	234.4	200	350	-115.6
100-51420-350-000	Community Events	4802.63	4109.81	4802.63	0
100-51420-360-000	Public Relations/Marketing	790.19	2000	1307.18	-516.99
100-51420-370-000	Engineering/Surveying/Consulti	2782.86	5000	5000	-2217.14
100-51421-000-000	CLERK	0	0	0	0
100-51421-110-110	Salaries & Wages - Clerk	52333.13	54000	54000	-1666.87
100-51421-110-151	FICA Tax - Clerk	3969.86	4129	4129	-159.14
100-51421-110-152	RETIREMENT - Clerk	3568.17	3671	3671	-102.83
100-51421-110-154	INSURANCE - Clerk	28574.9	23500	23500	5074.9
100-51421-131-000	EAP Fringe - Clerk	27	27	27	0
100-51421-322-000	Misc - Bonding	40	110	110	-70
100-51421-340-000	Clerk; Seminars & Mileage	4451.03	5500	5500	-1048.97
100-51422-000-000	DEPUTY CLERK	0	0	0	0

100-51422-110-110	Salaries & Wages - Deputy Cler	8843.34	9364.16	9364.16	-520.82
100-51422-110-151	FICA Tax - Deputy Clerk	650.27	717	717	-66.73
100-51422-110-152	RETIREMENT - Deputy Cler	601.33	637	637	-35.67
100-51422-110-154	INSURANCE - Deputy Cler	5617.68	4777	4777	840.68
100-51422-111-000	EAP Salary - Deputy Clerk	0	0	0	0
100-51422-131-000	EAP Fringe - Deputy Clerk	0	0	0	0
100-51422-322-000	Deputy Clerk; Municipal Bondin	0	100	100	-100
100-51422-340-000	Deputy Clerk;Seminars & Mileag	0	1200	1200	-1200
100-51423-000-000	ADMIN ASSIST	0	0	0	0
100-51423-110-110	Salaries & Wages - AA	36720.41	46820.8	41637.05	-4916.64
100-51423-110-151	FICA Tax - AA	2694.55	3582	3582	-887.45
100-51423-110-152	RETIREMENT - AA	2518.88	3184	3184	-665.12
100-51423-110-154	INSURANCE - AA	27465.06	22281.31	27465.06	0
100-51423-131-000	EAP Fringe - AA	0	0	0	0
100-51423-340-000	Admin Assist; Seminars & Milea	1365.7	1126	1126	239.7
100-51425-000-000	PLANNING TECHNICIAN	0	0	0	0
100-51425-110-110	Salary & Wages - Plan Tech	28414.9	30186	30186	-1771.1
100-51425-110-151	FICA Tax - Plan Tech	2072.95	2308	2308	-235.05
100-51425-110-152	RETIREMENT - Plan Tech	1932.22	0	2052	-119.78
100-51425-110-154	INSURANCE - Plan Tech	24591.74	19344.47	19344.47	5247.27
100-51425-131-000	EAP Fringe - Plan Tech	0	2052	0	0
100-51425-340-000	Plan Tech; Seminars & Mileage	2219.63	2000	2000	219.63
100-51427-000-000	ACCT CLERK	0	0	0	0
100-51427-110-110	Salaries & Wages - Acct Clerk	58525.44	57201.8	57201.8	1323.64
100-51427-110-151	FICA Tax - Acct Clerk	4300.64	4236	4236	64.64
100-51427-110-152	RETIREMENT - Acct Clerk	3981.95	3877	3877	104.95
100-51427-110-154	INSURANCE - Acct Clerk	29445.71	25501	25501	3944.71
100-51427-131-000	EAP Fringe - Acct Clerk	27	27	27	0
100-51427-322-000	Misc - Bonding - Acct Clerk	0	300	300	-300
100-51427-340-000	Acct Clerk; Seminars & Mileage	880.77	1150	1150	-269.23
100-51440-000-000	ELECTIONS	0	0	0	0
100-51440-110-110	Salaries & Wages - Elections	9366.42	9244.2	9244.2	122.22
100-51440-110-151	FICA Tax - Elections	32.78	100	100	-67.22
100-51440-110-152	RETIREMENT - Elections	0	0	0	0
100-51440-110-154	INSURANCE - Elections	0	0	0	0
100-51440-350-000	Other Expenses & Supplies	10686.46	8300	8300	2386.46
100-51500-000-000	COMMISSIONS, COMMITTEES, BDS	0	0	0	0
100-51500-530-110	Properties & Infrastructure wa	645.91	1000	1000	-354.09
100-51500-530-151	Properties & Infrastructure FI	0	0	0	0
100-51500-532-110	Board of Appeals wages	161.46	300	300	-138.54
100-51500-532-151	Board of Appeals FICA	0	0	0	0
100-51500-535-110	PFC Committee Wages	0	0	0	0
100-51500-535-151	PFC Committee FICA	0	0	0	0
100-51500-540-110	CLIPP - Wages	672.81	1000	1000	-327.19
100-51500-540-151	CLIPP - FICA	0	0	0	0
100-51500-560-110	Planning Commission wages	1318.72	1100	1320	-1.28
100-51500-560-151	Planning Commission FICA	0	0	0	0
100-51500-580-000	Recruitment & Background Check	5484.5	20000	19780	-14295.5
100-51500-585-000	Ethics Committee	0	0	0	0
100-51500-590-110	Administrative Policy wages	403.69	1050	1050	-646.31
100-51500-590-151	Administrative Policy FICA	0	0	0	0
100-51500-595-110	Special / Ad Hoc Committees wa	430.6	750	750	-319.4

100-51500-595-151	Special / Ad Hoc Committees FI	0	0	0	0
100-51500-596-110	Kowalski Interchange wages	0	0	0	0
100-51500-596-151	Kowalski Interchange FICA	0	0	0	0
100-51520-110-110	Salaries & Wages - Treasurer	79227.55	79000	79227.55	0
100-51520-110-151	FICA Tax - Treasurer	4622.98	4282	4622.98	0
100-51520-110-152	RETIREMENT - Treasurer	2419.6	3807	3238.47	-818.87
100-51520-110-154	INSURANCE - Treasurer	24397.12	19421	19421	4976.12
100-51520-111-151	Tax Collection Help Wages/FICA	0	0	0	0
100-51520-131-000	EAP Fringe - Treasurer	27	27	27	0
100-51520-322-000	Miscellaneous-Bonding	0	650	650	-650
100-51520-332-000	Treasurer Relocation Exp	0	0	0	0
100-51520-340-000	Treasurer; Seminars & Mileage	4149.04	4350	4350	-200.96
100-51530-000-000	ASSESSOR	0	0	0	0
100-51530-110-000	Assessor Fee	16838.92	15000	15000	1838.92
100-51530-113-000	Assessor - Manufacturing	959.2	1200	1200	-240.8
100-51530-200-000	Revaluation of Property	0	0	0	0
100-51600-000-000	MUNICIPAL BUILDING	0	0	0	0
100-51600-110-110	Wages -Cleaning/Snow Removal	15404.53	16000	16000	-595.47
100-51600-110-151	FICA - Cleaning/Snow Removal	1178.46	1224	1224	-45.54
100-51600-110-152	RETIREMENT - Cleaning/Snow Rem	0	0	0	0
100-51600-110-154	INSURANCE - Cleaning/Snow Remo	0	0	0	0
100-51600-326-000	Utilities	22669.47	33000	26708.97	-4039.5
100-51600-354-000	Materials & Supplies	10726.54	4500	10191.03	535.51
100-51600-389-000	Maintenance	33565.7	31000	31600	1965.7
100-51600-390-000	Major Repairs	113441.25	0	0	113441.25
100-51900-000-000	OTHER GENERAL GOVERNMENT	0	0	0	0
100-51900-095-000	Unemployment	0	0	0	0
100-51900-111-000	Employee Development Incentive	0	0	0	0
100-51900-115-000	Village Employee Event	1072.77	1073	1073	-0.23
100-51900-120-000	Employee Settlements	0	7875	7875	-7875
100-51900-120-100	Other Settlements	0	0	0	0
100-51900-121-000	Gypsy Moth Spraying	0	0	0	0
100-51900-910-000	Tax Refunds & Adjustments	0	500	500	-500
100-51900-938-000	Property & Liability Insurance	55801.79	36200	36200	19601.79
100-51900-960-000	Publications	2793.47	2500	2500	293.47
100-51900-970-000	Newsletter	3990.28	4000	4000	-9.72
100-51900-980-000	Maps, etc	0	0	0	0
100-51900-990-000	Dues & Memberships	12605.17	10000	10000	2605.17
100-51900-991-000	Bank & Investment Fees	2076.36	3100	3100	-1023.64
100-51900-994-000	Weights Measures Inspection	400	400	400	0
100-51900-995-000	Pop Machine	0	0	0	0
100-51900-997-000	Web Site Maintenance	288	2500	2500	-2212
100-51990-000-000	Non-Recurring Operating Exp.	732.39	3000	3000	-2267.61
100-52000-000-000	PUBLIC SAFETY	0	0	0	0
100-52000-110-000	CROSSING GUARDS	0	0	0	0
100-52000-110-110	Salaries & Wages - Cross Guard	4920	4920	4920	0
100-52000-110-151	FICA Tax - Crossing Guard	376.43	376.43	376.43	0
100-52000-110-152	RETIREMENT - Cross Guard	0	0	0	0
100-52000-110-154	INSURANCE - Cross Guard	1175.47	1175.47	1175.47	0
100-52000-120-000	POLICE DEPARTMENT	0	0	0	0
100-52000-120-100	POLICE CHIEF & LIEUTENANT	0	0	0	0
100-52000-120-138	Training & Conf - Police Chief	1284.48	1400	1400	-115.52

100-52000-120-140	Employee Assistance Prog-Chief	27	27	27	0
100-52000-120-145	Life Insurance-Chief	0	0	0	0
100-52000-120-146	Professional Dues-Police Chief	480	550	550	-70
100-52000-120-157	EAP-Lieutenant	27	27	27	0
100-52000-120-158	Premium Pay - Lieutenant	0	0	0	0
100-52000-120-159	Professional Dues - Lieutenant	150	150	150	0
100-52000-120-160	Training & Conf - Lieutenant	304	1500	1500	-1196
100-52000-120-200	POLICE OFFICERS	0	0	0	0
100-52000-120-236	OT-FT Officers - Grant Wages	0	0	0	0
100-52000-120-238	Training - Officers	3955.29	5000	4975	-1019.71
100-52000-120-240	Emergency Assist Prog-Officers	243	218	243	0
100-52000-120-250	Legal Services-Police Dept	50	500	500	-450
100-52000-120-320	Ammunition	1178.98	3000	3000	-1821.02
100-52000-120-321	FT Officers Protective Cloth	5914.26	7500	7500	-1585.74
100-52000-120-322	PT Officers Protective Cloth	497.24	500	500	-2.76
100-52000-120-323	Physical Exams	1370.5	2800	2800	-1429.5
100-52000-120-324	Fuel	26983.23	40000	40000	-13016.77
100-52000-120-326	Telephone & Utilities - Police	7376.51	8000	8000	-623.49
100-52000-120-351	Pooled Car Expenses	0	0	0	0
100-52000-120-352	Pooled Car Usage	0	0	0	0
100-52000-120-380	Equipment Repairs/Maintenance	20378.73	15000	15000	5378.73
100-52000-120-381	Vehicle Accident - Repairs	0	0	0	0
100-52000-120-400	POLICE CLERK	0	0	0	0
100-52000-120-434	Employee Assist Prog-PD Clerk	27	27	27	0
100-52000-120-437	Mileage - Police Clerk	199.12	150	400	-200.88
100-52000-120-438	Train/Meetings - Police Clerk	50	300	50	0
100-52000-120-443	PROPERTY ROOM MANAGER	0	0	0	0
100-52000-120-459	POLICE DEPARTMENT - OTHER	0	0	0	0
100-52000-120-460	Office Supplies	5137.51	5000	5000	137.51
100-52000-120-475	Postage & Shipping	433.65	500	500	-66.35
100-52000-120-476	Property Room/Evidence	412.12	800	800	-387.88
100-52000-120-500	POLICE ADM ASSISTANT	0	0	0	0
100-52000-120-809	PD K-9	0	0	0	0
100-52000-120-810	MCHS Animal Transport Expense	0	0	0	0
100-52000-120-811	Outlay-Equipment	6885.5	7000	7000	-114.5
100-52000-120-812	PD Grant Expenditures	18309.92	18500	18500	-190.08
100-52000-120-815	PD Contracted Services	478.43	500	500	-21.57
100-52000-120-820	PD: Computer Supplies, Expense	31177.81	32100	32100	-922.19
100-52000-120-823	Mobile Data Air Card Service	0	0	0	0
100-52000-120-938	Police Department Insurance	56530.22	56530.22	56530.22	0
100-52000-121-110	Salary & Wages - Lieutenant	102315.36	102315.36	102315.36	0
100-52000-121-151	FICA - Lieutenant	9061.53	9061.53	9061.53	0
100-52000-121-152	Retirement - Lieutenant	16017.27	16017.27	16017.27	0
100-52000-121-154	Health Insurance - Lieutenant	29154.4	29154.4	29154.4	0
100-52000-122-110	Salaries & Wages - FT Officers	596451.86	601808.22	601808.22	-5356.36
100-52000-122-151	FICA Tax - FT Officers	45271.38	49503.04	49503.04	-4231.66
100-52000-122-152	Retirement (WRS) - FT Officers	76801.11	76801.11	76801.11	0
100-52000-122-154	Health Insurance - FT Officers	-2746.64	59925.75	59925.75	-62672.39
100-52000-123-110	Salaries & Wages - PT Officers	420.46	6033.77	6033.77	-5613.31
100-52000-123-112	OT - PT Officers	0	0	0	0
100-52000-123-151	FICA Tax - PT Officers	32.17	822	822	-789.83
100-52000-123-152	Retirement (WRS) - PT Officers	0	0	0	0

100-52000-123-154	INSURANCE - PT Officers	0	0	0	0
100-52000-124-110	Salaries & Wages - Police Cler	26424.6	26813.58	26813.58	-388.98
100-52000-124-151	FICA Tax - Police Clerk	1949.5	2036	2036	-86.5
100-52000-124-152	Retirement(WRS) - Police Clerk	1767.92	1809	1809	-41.08
100-52000-124-154	Health Ins - Police Clerk	14122.05	14122.05	14122.05	0
100-52000-125-110	Salaries & Wages - Property Ro	7623	10388	10388	-2765
100-52000-125-112	OT - Property Room Mgr	0	0	0	0
100-52000-125-151	FICA Tax - Prop Room Mgr	583.17	794.68	794.68	-211.51
100-52000-125-152	RETIREMENT - Property Room Mgr	0	0	0	0
100-52000-125-154	INSURANCE - Property Room Mgr	0	0	0	0
100-52000-126-110	Salaries & Wages PT Police Cle	0	0	0	0
100-52000-126-112	OT - Police Adm Asst	0	0	0	0
100-52000-126-151	PT Poilce Clerk; FICA Tax	0	0	0	0
100-52000-126-152	PT Poilce Clerk; Retirement	0	0	0	0
100-52000-126-154	PT Poilce Clerk; Health Ins	0	0	0	0
100-52000-127-110	Salary & Wages - Police Chief	117211.45	117211.45	117211.45	0
100-52000-127-151	FICA Tax - Police Chief	6938.3	7222	7222	-283.7
100-52000-127-152	Retirement(WRS) - Police Chief	12308.53	12308.53	12308.53	0
100-52000-127-154	Health Ins - Police Chief	22769.42	22769.42	22769.42	0
100-52000-128-110	Salary & Wages - Sargeant	0	0	0	0
100-52000-128-151	FICA Tax - Sargeant	0	0	0	0
100-52000-128-152	Retirement(WRS) - Sargeant	0	0	0	0
100-52000-128-154	Health Ins - Sargeant	0	0	0	0
100-52200-201-000	FIRE DEPARTMENT	0	0	0	0
100-52200-201-110	Salaries & Wages - Fire Depart	165183.25	166500	166500	-1316.75
100-52200-201-131	Employee Assistance Program	688.5	1200	1200	-511.5
100-52200-201-135	Unemployment	0	0	0	0
100-52200-201-151	FICA Tax - Fire Department	13002.71	12700	12700	302.71
100-52200-201-152	Retirement Fire Department	2889.97	2100	2100	789.97
100-52200-201-200	ADMINISTRATIVE ASSISTANCE	0	0	0	0
100-52200-201-321	Protective Clothing	21334.21	20000	20000	1334.21
100-52200-201-322	Miscellaneous FD Supplies	937.47	1000	997	-59.53
100-52200-201-323	Physical Exams	1160.25	1500	1400	-239.75
100-52200-201-324	Fuel	6714.4	5000	6700	14.4
100-52200-201-325	Foam	0	0	0	0
100-52200-201-326	Utilities - Siren	527.87	530	530	-2.13
100-52200-201-327	Radios	7499.68	7500	7500	-0.32
100-52200-201-328	Disab/Accident Death Policy	9131.4	6026	6026	3105.4
100-52200-201-329	Mileage - Fire Department	995.05	1300	1300	-304.95
100-52200-201-330	Phone Reimbursement	480	800	800	-320
100-52200-201-331	FD Dues & Memberships	600	1000	1000	-400
100-52200-201-340	Training/Schooling/Meetings	2345	2345	2345	0
100-52200-201-350	Office Expenses & Supplies	760	1500	1500	-740
100-52200-201-380	Equipment Repairs/Maintenance	76179.53	25000	25000	51179.53
100-52200-201-381	Vehicle Maintenance	0	0	0	0
100-52200-201-382	Bad Debt Expense-Fire Calls	0	0	0	0
100-52200-201-383	Field Tools Outlay	8251.74	7500	7500	751.74
100-52200-201-500	Fund Raising	0	0	0	0
100-52200-201-810	Outlay-Truck Replacement	0	0	0	0
100-52200-201-820	Computer Purchase/Software	1500	1500	1500	0
100-52200-201-822	Emergency Operations Center	0	0	0	0
100-52200-201-938	Fire Department Insurance	37982.5	19200	19200	18782.5

100-52200-201-940	FD Grant Matching	0	0	0	0
100-52200-202-110	Salaries & Wages Fire Admin As	0	0	0	0
100-52200-202-151	FICA Tax AA	0	0	0	0
100-52200-202-152	RETIREMENT - Fire Admin Asst	0	0	0	0
100-52200-202-154	INSURANCE - Fire Admin Asst	0	0	0	0
100-52200-300-000	FIRST RESPONDERS	0	0	0	0
100-52200-300-110	Salaries & Wages - FR/EMS	20292.64	25000	25000	-4707.36
100-52200-300-151	FICA Tax - First Responders	2775.23	1550	1550	1225.23
100-52200-300-152	RETIREMENT - EMS/FR	774.35	0	0	774.35
100-52200-300-154	INSURANCE - EMS/FR	0	0	0	0
100-52200-301-000	Equipment Supplies/Maintenance	4850.81	5000	5000	-149.19
100-52200-301-340	Training/Schooling/Add'l Mtgs	756.33	1600	1600	-843.67
100-52200-301-350	Supplies, Mileage & Expenses	2622.38	3000	3000	-377.62
100-52200-301-360	Medical/Physicals	687.25	0	500	187.25
100-52200-301-370	EMS Grant Expense	61244.95	0	0	61244.95
100-52200-301-811	Outlay-Equipment	4002.45	4000	4003	-0.55
100-52200-310-000	AMBULANCE SERVICE	0	0	0	0
100-52200-310-210	Outside Services	5150	22000	19900	-14750
100-52200-310-322	Bad Debt Expense-Misc	0	0	0	0
100-52200-310-329	Service/Standby Fee	60931.12	71000	71000	-10068.88
100-52200-370-000	EMS Grant Expense	0	0	0	0
100-52400-400-000	BUILDING INSPECTOR	0	0	0	0
100-52400-400-110	Salaries & Wages - Bldg Inspec	13129.42	14846.67	14846.67	-1717.25
100-52400-400-151	FICA-Building Inspector	964.37	1010	1010	-45.63
100-52400-400-152	Retirement (WRS) - Bldg Inspec	892.76	1136.5	1136.5	-243.74
100-52400-400-154	Health Insurance - Bldg Inspec	2081.57	5668	5668	-3586.43
100-52400-400-250	Contracted Inspector Services	13073.88	20000	20000	-6926.12
100-52400-400-353	HOUSE NUMBERS	233.52	0	250	-16.48
100-52400-400-354	Computer Software and Supplies	0	0	0	0
100-52800-000-000	POLICE & FIRE COMMISSION	0	0	0	0
100-52800-100-112	OT - PFC (police Fire Comm)	0	0	0	0
100-52800-100-320	PFC Expenses	0	0	0	0
100-52800-100-321	PFC Postage	197.21	80	177.21	20
100-52800-100-330	Mileage - Police & Fire Comm.	0	0	0	0
100-52800-100-340	PFC Training/Schooling	0	235	137.79	-137.79
100-52800-100-354	Materials & Supplies	-0.66	50	50	-50.66
100-52800-101-110	PFC Clerk Salaries & Wages	2712.96	1500	1500	1212.96
100-52800-101-151	PFC Clerk FICA Tax	331.17	360.75	360.75	-29.58
100-52800-101-152	PFC Clerk Retirement	223.87	219	219	4.87
100-52800-101-154	PFC Clerk-Health Insurance	2091.62	1134	1134	957.62
100-52800-330-000	Legal Fees-Police & Fire Comm	0	100	100	-100
100-52800-331-000	Hearing Expense - PFC	0	0	0	0
100-53000-000-000	PUBLIC WORKS	0	0	0	0
100-53000-300-000	Engineering Costs	0	48500	21500	-21500
100-53000-300-110	Consultant Fees/Contract	0	0	0	0
100-53000-301-000	Stormwater Permit Requirements	0	1200	1200	-1200
100-53000-302-000	PUBLIC WORKS DIRECTOR	0	0	0	0
100-53000-302-110	Salaries & Wages - PW Director	22242.46	26620.94	26620.94	-4378.48
100-53000-302-112	OT - PW Director	0	0	0	0
100-53000-302-131	EAP Fringe - PW Director	27	27	27	0
100-53000-302-151	FICA Tax - PW Director	1662.37	2477	2477	-814.63
100-53000-302-152	Retirement (WRS) - PW Director	1148.98	2202	2202	-1053.02

100-53000-302-154	Health Insurance - PW Director	18534.92	18534.92	18534.92	0
100-53000-302-322	Phone Expense - PW Director	142.5	480	480	-337.5
100-53000-302-330	Mileage - Public Works	183.48	1366.8	1366.8	-1183.32
100-53000-302-340	PWD; Seminars, Training & Mile	2133.2	2133.2	2133.2	0
100-53000-311-000	ROAD & STREET MAINTENANCE	0	0	0	0
100-53000-311-110	Salaries & Wages - PW	332438.43	310578.8	310578.8	21859.63
100-53000-311-130	PW Employees Physicals	227.75	300	300	-72.25
100-53000-311-137	PW Crew EAP Fringe	135	135	135	0
100-53000-311-151	FICA - PW	24595.27	23761	23761	834.27
100-53000-311-152	Retirement - PW	21016.28	21005	21005	11.28
100-53000-311-154	Health Insurance - PW	122662.12	103359	103359	19303.12
100-53000-311-342	Salt/Brine	165013.2	175000	165013.2	0
100-53000-311-343	Dust Control	0	0	0	0
100-53000-311-344	Patching Material-Asphalt	46070.67	30000	46070.67	0
100-53000-311-345	Seal Coating	238405.3	235000	238594.7	-189.4
100-53000-311-346	Crackfilling	44998.8	45000	45001.2	-2.4
100-53000-311-347	Pavement Marking	12505.85	20000	20000	-7494.15
100-53000-311-348	Gravel & Road Base	12303.2	25000	15513.44	-3210.24
100-53000-311-349	Capital - Road Improvements	30942.04	90000	90000	-59057.96
100-53000-311-357	Culverts	8195.08	15000	15000	-6804.92
100-53000-311-358	Road Signs	977.53	4245	4245	-3267.47
100-53000-311-359	Bridge Inspections	810	3000	3000	-2190
100-53000-311-360	Storm Water	2500	2500	2500	0
100-53000-311-380	Equipment; Repairs/Maintenance	75411.65	54000	72748.82	2662.83
100-53000-311-381	Traffic Signal Maint. & Repair	4780.24	6500	6500	-1719.76
100-53000-311-384	PWKS; Fuel & Oil Changes	58583.67	54414	54414	4169.67
100-53000-311-811	Outlay-Equipment	0	0	0	0
100-53000-311-814	PW; Equipment Rentals	46109.67	47000	47000	-890.33
100-53000-311-815	PW Non-Recurring Oper Expense	0	0	0	0
100-53000-312-326	Garage Utilities	13439.17	13000	13160.16	279.01
100-53000-312-329	Uniforms & Safety Equipment	6139.93	4500	4500	1639.93
100-53000-312-354	Office Supplies	226.74	265	265	-38.26
100-53000-312-355	Winter Maint-Plow Blades ETC	9712.65	8000	8000	1712.65
100-53000-312-356	Winter Damage-Private Property	45	150	150	-105
100-53000-314-320	Garage Supplies & Expenses	17901.3	12000	17397.81	503.49
100-53000-314-422	Weather Sirens	0	1000	1000	-1000
100-53000-315-420	Street Lighting	48524.56	50000	50000	-1475.44
100-53000-620-110	Recycling Salaries & Wages	0	0	0	0
100-53000-620-111	FICA Tax - Recycling	0	0	0	0
100-53000-620-112	OT -Recycling	0	0	0	0
100-53000-620-133	Crew Yard Site Salaries	0	0	0	0
100-53000-620-134	Crew Yard Site FICA	0	0	0	0
100-53000-620-151	FICA Tax - Recycling	0	0	0	0
100-53000-620-152	RETIREMENT - Recycling	0	0	0	0
100-53000-620-154	INSURANCE - Recycling	0	0	0	0
100-53000-620-315	Recycling Expenses	116630.61	134089	134089	-17458.39
100-53000-620-317	Yard Waste Site Exp	31000	28500	31000	0
100-53000-620-320	Solid Waste Collection Expense	317484.35	366512	366512	-49027.65
100-53000-621-110	Crew Yard Site Salaries	0	0	0	0
100-53000-621-112	OT - Crew Yard Site	0	0	0	0
100-53000-621-151	Crew Yard Site FICA	0	0	0	0
100-53000-621-152	RETIREMENT - Crew Yard Site	0	0	0	0

100-53000-621-154	INSURANCE - Crew Yard Site	0	0	0	0
100-53000-938-000	Public Works Insurance	42957.49	40000	40000	2957.49
100-53000-940-000	ROW Tree Work	0	0	0	0
100-54000-000-000	HEALTH AND HUMAN SERVICES	0	0	0	0
100-54110-000-000	ANIMAL CONTROL	0	0	0	0
100-54110-210-000	Animal Control	4995	4995	4995	0
100-55000-000-000	PARKS	0	0	0	0
100-55000-200-051	PWD - FICA Tax	0	0	0	0
100-55000-200-052	PWD - Retirement	0	0	0	0
100-55000-200-053	PWD - Health Insurance	0	0	0	0
100-55000-200-055	PWD - Mileage	0	0	0	0
100-55000-200-110	Salary & Wages - Parks	49938.39	73349.26	52776.1	-2837.71
100-55000-200-113	Dues/Memberships	0	0	0	0
100-55000-200-116	Parks Schooling, Training	0	100	100	-100
100-55000-200-133	Parks Health Insurance	0	0	0	0
100-55000-200-140	Parks Dept Physicals	63.75	70	70	-6.25
100-55000-200-151	FICA Tax - Parks	4211.69	5613.5	4613.5	-401.81
100-55000-200-152	Retirement (WRS) - Parks	933.67	1302	1225.16	-291.49
100-55000-200-154	Health Insurance - Parks	2218.76	5668	3368	-1149.24
100-55000-200-326	Parks; Utilities	3283.48	4500	4500	-1216.52
100-55000-200-327	Portable Restroom/Wash Station	4490	4500	4500	-10
100-55000-200-329	Uniforms & Safety Equipment	433.69	450	450	-16.31
100-55000-200-355	Parks; Fuel Charges	4901.56	5500	5500	-598.44
100-55000-200-361	Maintenance Supplies	9133.42	12000	9600	-466.58
100-55000-200-380	Equipment Repairs	4888.59	2500	4900	-11.41
100-55000-200-387	Maintenance-Gooding Park	0	0	0	0
100-55000-200-390	Maintenance-Wellhead Park	0	0	0	0
100-55000-200-400	Parks -Other Projects	1614.56	30000	30000	-28385.44
100-55000-201-112	OT - Plan Tech	0	0	0	0
100-55000-201-154	Health Insurance - Plan Tech	0	0	0	0
100-55000-202-110	Public Works Director - Wages	17795.96	0	20000	-2204.04
100-55000-202-112	OT - Public Works Director	0	0	0	0
100-55000-202-151	PWD - FICA Tax	894.59	0	1000	-105.41
100-55000-202-152	PWD - Retirement	708.76	0	750	-41.24
100-55000-202-154	PWD - Health Insurance	1452.96	0	2200	-747.04
100-55000-203-110	PW Crew - Salary & Wages	0	0	0	0
100-55000-203-112	OT - PW Crew	0	0	0	0
100-55000-203-151	PW Crew - FICA	0	0	0	0
100-55000-203-152	Retirement - PW Crew	0	0	0	0
100-55000-203-154	Health Insurance - PW Crew	0	0	0	0
100-55000-204-110	Parks Worker Salaries	0	0	0	0
100-55000-204-112	OT - Parks Worker	0	0	0	0
100-55000-204-151	Parks Dept FICA Taxes	0	0	0	0
100-55000-204-152	Parks Dept Retirement	0	0	0	0
100-55000-204-154	Parks Health Insurance	0	0	0	0
100-55000-938-000	Parks Insurance	10086.42	5600	5600	4486.42
100-57000-000-000	CAPITAL OUTLAY	0	0	0	0
100-57000-100-203	Land Purchase	0	0	0	0
100-58000-001-100	Principal-Debt Service	0	0	0	0
100-58000-001-110	Principal-PW Capital Lease	0	0	0	0
100-58000-001-221	Bond Issurance Costs	0	0	0	0
100-58000-001-223	Interest-PW Capital Lease	0	0	0	0

100-58100-001-112	Lease Principal Payments	0	0	0	0
100-58200-001-112	Lease Interest Payments	0	0	0	0
100-59000-000-000	OTHER FINANCING USES	0	0	0	0
100-59000-200-000	Transfer to Parks Fund	0	0	0	0
100-59000-240-000	Transfer to Capital Projects	0	0	0	0
100-59000-300-000	Transfer to Debt Service	0	0	0	0
100-59000-451-000	Transfer to TID 1	0	0	0	0
100-59000-452-000	Transfer to TID 2	0	0	0	0
100-59000-453-000	Transfer to TID 3	0	0	0	0
100-59000-454-000	Transfer to TID 4	0	0	0	0
100-59000-650-000	Transfers To Sewer Fund	0	0	0	0
100-59000-750-000	Transfer to Equipment Replace	0	0	0	0
100-59000-800-000	Transfer to Other Funds	0	0	0	0
100-60000-000-000	Payroll Expenses	0	0	0	0
220-48000-000	Interest Income	0	0	0	0
221-45100-200	MUNICIPAL COURT REVENUE	-18190.4	-12000	-12000	-6190.4
221-45100-300	MUNICIPAL COURT COST SHARE	0	-30000	-30000	30000
221-48000-000	Interest Earned on Investments	0	0	0	0
221-51200-100-110	Judge's Salaries & Wages	5499.96	5500	5500	-0.04
221-51200-100-112	OT - Judge	0	0	0	0
221-51200-100-151	Judge FICA Tax	420.82	420.75	420.75	0.07
221-51200-100-152	RETIREMENT - Judge	0	0	0	0
221-51200-100-154	INSURANCE - Judge	0	0	0	0
221-51200-100-320	Court Expense - Bonding	0	200	200	-200
221-51200-100-330	Mileage - Court Judge	0	0	0	0
221-51200-100-334	Interpreter/Substitute Judge	0	150	150	-150
221-51200-100-354	Material & Supplies	1738.64	2500	2500	-761.36
221-51200-100-480	Computer Program Support	1100	1100	1100	0
221-51250-100-110	Salaries & Wages - Court Clerk	24275.2	24073.92	24073.92	201.28
221-51250-100-151	FICA - Court Clerk	1791.07	1841	1841	-49.93
221-51250-100-152	RETIREMENT - Court Clerk	1678.7	1637	1637	41.7
221-51250-100-154	INSURANCE - Court Clerk	12904.97	8500	10550	2354.97
221-51250-130-154	Health Insurance - Court Clerk	0	0	0	0
221-51250-131-000	EAP Fringe - Court Clerk	0	0	0	0
221-51250-140-000	Overtime Wages - Court Clerk	0	0	0	0
221-51250-140-110	Overtime Wages - Court Clerk	0	0	0	0
221-51250-140-111	Overtime FICA- Court Clerk	0	0	0	0
221-51250-140-112	OT - Court Clerk	0	0	0	0
221-51250-140-151	Overtime FICA- Court Clerk	0	0	0	0
221-51250-140-152	RETIREMENT - Court Clerk	0	0	0	0
221-51250-140-154	INSURANCE - Court Clerk	0	0	0	0
221-51250-142-000	Overtime Retire - Court Clerk	0	0	0	0
221-51250-142-152	Overtime Retire - Court Clerk	0	0	0	0
221-51252-330-000	Mileage - Court Clerk	0	175	175	-175
221-51252-340-000	Training/School/Meetings - All	1301.57	1500	1500	-198.43
221-51252-938-000	Prop & Liability Insurance	1025.03	200	200	825.03
250-41110-000	General Property Taxes	0	0	0	0
250-43530-000	Transportation Grants	0	0	0	0
250-43535-000	Other Local Grants	0	0	0	0
250-46721-000	Park Dedication Fees	0	0	0	0
250-48130-000	Interest Earned on Investments	-2536.86	-100	-100	-2436.86
250-48530-000	Donations - Park Dept.	0	0	0	0

250-48540-000	Donations - Bike & Walkways	-1500	0	0	-1500
250-49210-000	Transfer from General Fund	0	0	0	0
250-49211-000	Transfer from Water Fund	0	0	0	0
250-49212-000	Transfer from TID 2	0	0	0	0
250-49900-000	Carry Over from Prior Year	0	0	0	0
250-55200-000-000	Parks Expense	0	0	0	0
250-57200-000-000	Park Outlay	0	100	100	-100
250-57300-000-000	Bike and Walkway Outlay	0	0	0	0
250-57300-000-100	Bike/Walkway Outlay-State Exp	0	0	0	0
250-57300-000-200	Bike Right-of-Way/Acquisition	0	0	0	0
250-57400-000-000	Transfer Out	72021.31	0	0	72021.31
250-58200-000-000	Interfund Loan Interest	0	0	0	0
260-48000-001	Interest Earned on Investments	-613.71	0	0	-613.71
260-48000-009	FD Donation - Other	-27189.06	-1000	-1000	-26189.06
260-55200-900-000	FD Donation Exp - Other	14263.07	5901	12438.58	1824.49
270-43420-000	2% Fire Dues	-32896.83	-28171	-28171	-4725.83
270-47320-000	2% Fire Dues from Guenther	-1352.36	-1100	-1100	-252.36
270-48100-000	Interest on Investments	-1428.66	-500	-500	-928.66
270-49900-000	Undesignated Funds	0	0	0	0
270-52200-110-000	Salaries/Wages - Fire Prevent	6136.5	6000	6000	136.5
270-52200-110-110	Salaries/Wages - Fire Prevent	0	0	136.5	-136.5
270-52200-110-112	OT - Fire Prevent	0	0	0	0
270-52200-110-151	FICA - Fire Prevent	0	0	0	0
270-52200-110-152	RETIREMENT - Fire Prevent	3745.78	0	0	3745.78
270-52200-110-154	INSURANCE - Fire Prevent	0	0	0	0
270-52200-111-000	FICA - Fire Prevention	454.81	0	454.81	0
270-52200-111-151	FICA - Fire Prevention	0	0	0	0
270-52200-131-000	EAP - Fire Prevention	0	0	0	0
270-52200-340-000	Training/Schooling/Meetings	0	5000	4408.69	-4408.69
270-52200-351-000	Fire Prevention Supplies	2117	3500	3500	-1383
270-52200-383-000	Fire Tools Outlay	0	5000	5000	-5000
270-52200-811-000	Outlay-Fire Equipment	29690.13	30000	30000	-309.87
270-52200-815-000	Bank and Investment Fees	0	0	0	0
350-41112-000	Property Tax Revenue	-700000	-700000	-700000	0
350-42000-500	Principal - Golden Pond	0	-9200	-9200	9200
350-42000-600	Principal - Vanderwaal	0	-11652	-11652	11652
350-42000-801	Principal- Other Developments	0	0	0	0
350-43400-000	State Shared Taxes-Weston 4	0	0	0	0
350-48000-001	Loan Proceeds	-6.93	0	0	-6.93
350-48000-003	Interest Earned on Investments	-17458.42	0	0	-17458.42
350-48000-106	Interest - Golden Pond	0	0	0	0
350-48000-107	Interest - Vanderwaal	0	-3146	-3146	3146
350-48000-116	Interest - Other Developments	0	0	0	0
350-48100-000	Bond Premium	0	0	0	0
350-49210-000	Transfer from General Fund	0	0	0	0
350-49220-000	Transfer from Water Fund	0	0	0	0
350-49221-000	Transfer from Sewer Fund	0	0	0	0
350-49400-000	Transfer from Capital Projects	0	0	0	0
350-49600-000	Transfer from Water Utility	0	0	0	0
350-49650-000	Transfer from Sewer Utility	0	0	0	0
350-51400-450-000	Bank & Investment Fees	0	0	0	0
350-58000-001-221	Bond Issurance Costs	0	0	0	0

350-58000-112-000	PRINCIPAL - \$5.1M	0	0	0	0
350-58000-114-000	PRINCIPAL \$2.38M	0	0	0	0
350-58000-115-000	Principal - \$4.685 GOREFI 2021	345000	345000	345000	0
350-58000-116-000	Principal - \$1.29M GOPN 2018	255000	255000	255000	0
350-58000-231-000	Interest - \$4.685M	90900	90900	90900	0
350-58000-232-000	INTEREST - \$5.1M	0	0	0	0
350-58000-234-000	INTEREST \$2.38M	0	0	0	0
350-58000-235-000	Interest \$1.29M GOPN 2018	27375	27375	27375	0
350-59600-000-000	Payment to Current Noteholder	0	0	0	0
410-41000-000	Tax Revenues	0	0	0	0
410-43000-100	Intergovernmental Revenues	0	0	0	0
410-43000-710	Local Highway & Bridge Aid	0	0	0	0
410-48000-000	Interest Earned on Investments	-16610.78	-25	-25	-16585.78
410-48100-000	Bond Premium	0	0	0	0
410-49100-000	Bond proceeds	0	0	0	0
410-49210-000	Transfer from General Fund	0	0	0	0
410-49300-000	Undesignated Fund Revenue	0	-125000	-125000	125000
410-57100-000-000	Capital Road Improvements	314.5	113071	94413	-94098.5
410-57100-000-100	Other Capital Projects	0	0	0	0
410-57101-000-000	North Road - Seal Coat	0	0	0	0
410-57102-000-000	STP Urban - North Road/Bike	0	0	0	0
410-57103-000-000	Kowalski Road Interchange	30587	11929	30587	0
410-58000-001-221	Bond Issuance Costs	0	0	0	0
410-59302-000-000	Transfer to General Fund	0	0	0	0
451-41000-110	Property Tax Revenue	-250037.71	-283750	-283750	33712.29
451-41000-120	Tax - Developer Guaranteed	0	0	0	0
451-43000-550	State Exempt Computer Aid	-567.51	-568	-568	0.49
451-43670-000	Personal Property State Aid	0	0	0	0
451-47400-000	Tax Guarantee - Developers	-49415.26	-47500	-47500	-1915.26
451-48000-000	Interest on Investments	-17365.44	-2400	-2400	-14965.44
451-49000-130	Loan Proceeds	0	0	0	0
451-49000-140	Loan from Other Funds	0	0	0	0
451-51100-300-001	Engineering	0	0	0	0
451-51200-300-001	Marketing	0	0	0	0
451-51300-300-001	Legal	750.04	200	200	550.04
451-51350-300-001	Construction	0	0	0	0
451-51400-450-000	Bank and Investment Fees	1077.23	800	800	277.23
451-51400-460-000	Office Supplies	-0.1	0	0	-0.1
451-51400-462-000	OFFICE & UTILITY EXPENSES	0	0	0	0
451-51400-463-000	TIF Auditing	990	960	960	30
451-51400-464-000	TIF Consulting	406.11	0	0	406.11
451-51410-302-000	ADMINISTRATIVE STAFF	0	0	0	0
451-51410-302-110	Salaries & Wages	5884.32	5486	5486	398.32
451-51410-302-112	OT - TIF ADMIN	0	0	0	0
451-51410-302-151	FICA Taxes	292.05	420	420	-127.95
451-51410-302-152	Retirement (WRS)	222.62	373	373	-150.38
451-51410-302-154	Health Insurance	362.82	1418	1418	-1055.18
451-51410-302-330	Mileage	32.75	0	0	32.75
451-51500-560-000	RDA Committee Compensation	161.49	600	600	-438.51
451-51500-560-110	RDA Committee wages	0	0	0	0
451-51500-560-151	RDA Committee FICA	0	0	0	0
451-57000-100-203	Land Purchase	0	0	0	0

451-58000-001-100	Debt Service - Principal	315000	315000	315000	0
451-58000-001-220	Debt Service - Interest	108763.75	108763.75	108763.75	0
451-58000-001-221	Bond Issuance Costs	612	615	615	-3
451-59000-240-000	Transfer to Other Funds	0	0	0	0
451-59000-250-000	Transfers To General Fund	0	0	0	0
452-41000-110	Property Tax Revenue	-980254.93	-755000	-755000	-225254.93
452-43000-550	State Exempt Computer Aid	-41799.91	-41800	-41800	0.09
452-43670-000	Personal Property State Aid	-2495.22	-2500	-2500	4.78
452-43851-000	Grant Revenue	0	0	0	0
452-47400-000	Tax Guarantee - Developers	0	0	0	0
452-48000-000	Miscellaneous Revenue	-2.55	-1000	-1000	997.45
452-48000-001	Interest Earned on Investments	-30219.61	-4000	-4000	-26219.61
452-48300-000	Proceeds; Land Sales	-4500	0	0	-4500
452-49000-000	Proceeds; Loans/Financing	0	0	0	0
452-49210-000	Transfer from General Fund	0	0	0	0
452-51100-300-001	Prfl Services; Engineering	14466.78	50000	50000	-35533.22
452-51200-300-001	Prfl Services; Marketing	0	10000	10000	-10000
452-51300-300-001	Prfl Services; Legal	2275.5	8500	8500	-6224.5
452-51350-300-001	Construction	0	170000	170000	-170000
452-51375-300-001	TIF Incentives	0	50000	50000	-50000
452-51400-450-000	Bank and Investment Fees	1900.24	1800	1800	100.24
452-51400-460-000	Office Supplies	140.65	0	0	140.65
452-51400-462-000	OFFICE & UTILITY EXPENSES	0	0	0	0
452-51400-463-000	TIF Auditing	1980	1900	1900	80
452-51400-464-000	TIF Consulting	9032.12	2500	2500	6532.12
452-51410-302-000	ADMINISTRATIVE STAFF	0	0	0	0
452-51410-302-110	Salaries & Wages	13706.61	10971	10971	2735.61
452-51410-302-112	OT - TIF ADMIN	0	0	0	0
452-51410-302-151	FICA Taxes	643.72	840	840	-196.28
452-51410-302-152	Retirement (WRS)	499.39	747	747	-247.61
452-51410-302-154	Health Insurance	883.46	2835	2835	-1951.54
452-51410-302-322	Miscellaneous	0	0	0	0
452-51410-302-330	Mileage	19.65	250	250	-230.35
452-51500-560-000	RDA Committee Compensation	0	300	300	-300
452-57000-100-203	Land Purchase	0	0	0	0
452-58000-001-100	Debt Service - Principal	0	0	0	0
452-58000-001-220	Debt Service - Interest	0	0	0	0
452-58000-001-221	Bond Issuance Costs	0	0	0	0
452-59000-240-000	Transfers to Other Funds	0	0	0	0
453-41000-110	Property Tax Revenue	-13391.3	-12700	-12700	-691.3
453-43000-550	State Exempt Computer Aid	0	0	0	0
453-43670-000	Personal Property State Aid	-533.91	-540	-540	6.09
453-43851-000	Grant Revenue	0	0	0	0
453-47400-000	Developers Contributions	0	0	0	0
453-48000-000	Interest on Investments	-4281.48	0	0	-4281.48
453-49000-000	Loan Proceeds	0	0	0	0
453-49210-000	Transfer from General Fund	0	0	0	0
453-51100-300-001	Engineering	0	2500	2500	-2500
453-51200-300-001	Marketing	0	0	0	0
453-51300-300-001	Legal	0	150	150	-150
453-51350-300-001	Construction	0	0	0	0
453-51375-300-001	TIF Incentives	0	0	0	0

453-51400-450-000	TID #3; Fees & Bank Charges	150	0	0	150
453-51400-460-000	Office Supplies	1.68	0	0	1.68
453-51400-462-000	OFFICE & UTILITY EXPENSES	0	0	0	0
453-51400-463-000	TIF Auditing	165	150	150	15
453-51400-464-000	TIF Consulting	0	2500	2500	-2500
453-51410-302-000	ADMINISTRATIVE STAFF	0	0	0	0
453-51410-302-110	Salaries & Wages	1647.25	915	915	732.25
453-51410-302-112	OT - TIF ADMIN	0	0	0	0
453-51410-302-151	FICA Taxes	57.62	70	70	-12.38
453-51410-302-152	Retirement (WRS)	45.12	63	63	-17.88
453-51410-302-154	Health Insurance	84.42	237	237	-152.58
453-51410-302-330	MILEAGE	0	0	0	0
453-51500-560-000	RDA Committee Compensation	0	0	0	0
453-58000-001-100	Debt Service - Principal	0	0	0	0
453-58000-001-220	Debt Service - Interest	0	0	0	0
453-58000-001-221	Bond Issuance Costs	0	0	0	0
453-59000-240-000	Transfer to Other Funds	0	0	0	0
454-41000-110	Property Tax Revenue	-164112.3	-98800	-98800	-65312.3
454-41000-120	Tax - Developer Guaranteed	0	0	0	0
454-43000-550	State Exempt Computer Aid	-674.82	-675	-675	0.18
454-43670-000	Personal Property State Aid	-361.75	-362	-362	0.25
454-47400-000	Tax Guarantee - Developers	-26845.14	-2500	-2500	-24345.14
454-48000-000	Interest on Investments	-5213	-1100	-1100	-4113
454-49000-000	Loan Proceeds	0	0	0	0
454-51100-300-001	Engineering	0	2500	2500	-2500
454-51200-300-001	Marketing	0	0	0	0
454-51300-300-001	Legal	0	200	200	-200
454-51350-300-001	Construction	0	0	0	0
454-51375-300-001	TIF Incentives	0	0	0	0
454-51400-450-000	TID #4; Fees & Bank Charges	150	0	0	150
454-51400-460-000	Office Supplies	0.11	0	0	0.11
454-51400-462-000	OFFICE & UTILITY EXPENSES	0	0	0	0
454-51400-463-000	TIF Auditing	165	160	160	5
454-51400-464-000	TIF Consulting	0	2500	2500	-2500
454-51410-302-000	ADMINISTRATIVE STAFF	0	0	0	0
454-51410-302-110	Salaries & Wages	1647.25	915	915	732.25
454-51410-302-112	OT - TIF ADMIN	0	0	0	0
454-51410-302-151	FICA Taxes	57.66	70	70	-12.34
454-51410-302-152	Retirement (WRS)	45.11	63	63	-17.89
454-51410-302-154	Health Insurance	84.35	237	237	-152.65
454-51410-302-330	MILEAGE	0	0	0	0
454-51500-560-000	RDA Committee Compensation	0	0	0	0
454-58000-001-100	Debt Service - Principal	155000	155000	155000	0
454-58000-001-220	Debt Service - Interest	42600	42600	42600	0
454-59000-240-000	Transfer to Other Funds	0	0	0	0
500-43000-100	ARPA Revenue	0	0	0	0
500-48000-100	Interest on Investments	-454.73	0	0	-454.73
500-51000-001-000	Equipment Purchases	0	0	0	0
500-51350-000-001	Construction Expense	8845.98	0	0	8845.98
500-53000-000-100	Engineering - Wtr Meter Stn	0	0	0	0
500-53600-000-000	Taxes - Property Taxes	0	0	0	0
500-53600-000-100	Land Purchase	0	0	0	0

500-57220-000-000	Fire Protection Capital Outlay	400000	0	0	400000
601-40800-000	Water Tax Roll	-2836.09	0	0	-2836.09
601-40800-100	Fire Protection Taxes	-47.08	0	0	-47.08
601-41900-000	Interest on Investments	-49639.43	-15000	-15000	-34639.43
601-42100-000	Misc Non-Operating Income	-475.13	-3000	-3000	2524.87
601-46100-470	Forfeited Discount	0	0	0	0
601-46161-000	Metered Sales - Residential	-444672.6	-465000	-465000	20327.4
601-46161-200	Metered Sales - Commercial	-55149.83	-56000	-56000	850.17
601-46161-300	Metered Sales - Industrial	-15945.25	-14750	-14750	-1195.25
601-46162-000	Private Fire Protection	-16195.98	-18000	-18000	1804.02
601-46163-000	Public Fire Protection	-92994.45	-120000	-120000	27005.55
601-46163-030	Industrial Fire Protection	0	0	0	0
601-46163-200	Commercial Fire Protection	0	0	0	0
601-46163-300	Metered Sales - Fire Protect	0	0	0	0
601-46164-000	Metered Sales/Public Authority	-784.48	-750	-750	-34.48
601-46165-000	Metered Sales - Multifam Resid	-71606.48	-78000	-78000	6393.52
601-46172-000	Cell Tower Rent on Water Tower	-31360	-31360	-31360	0
601-46173-000	Water; Connection Fees	-5046	0	0	-5046
601-46174-000	Other Misc Water Revenues	-14629.67	0	0	-14629.67
601-46175-000	Clear Water Revenues	0	0	0	0
601-46421-000	Contributed Assets	0	0	0	0
601-46425-000	Safe Water Drinking Loan	0	0	0	0
601-51500-560-000	Utility Commission	0	0	0	0
601-51500-560-110	Utility Committee wages	0	0	0	0
601-51500-560-151	Utility Committee FICA	0	0	0	0
601-53600-403-000	Depreciation Expense - Water	35030.3	206311.05	206311.05	-171280.75
601-53600-408-001	PSC remainder assessment	0	0	0	0
601-53600-605-001	Maintenance of Water Source Pl	0	0	0	0
601-53600-608-001	Maintenance Meter Replacement	0	0	0	0
601-53600-610-001	Wells; Inspection Program	0	0	0	0
601-53600-651-110	PW Crew Salaries Maintenance	0	0	0	0
601-53600-651-151	PW Crew FICA Maintenance	0	0	0	0
601-53600-651-152	RETIREMENT - PW Crew Maintenanc	0	0	0	0
601-53600-651-154	INSURANCE - PW Crew Maintenanc	0	0	0	0
601-53600-906-110	ADMIN; PW DIRECTOR WAGES	34856.85	54048.31	54048.31	-19191.46
601-53600-906-151	ADMIN; PW DIRECTOR FICA	1887.3	4136	4136	-2248.7
601-53600-906-152	ADMIN; PW Director Retirement	1576.12	1653	1653	-76.88
601-53600-906-154	ADMIN; PW Director Insurance	27653.92	5665.5	27465.5	188.42
601-53600-907-110	ADMINISTRATION WAGES	2020.09	0	0	2020.09
601-53600-907-151	ADMINISTRATION FICA	150.83	0	0	150.83
601-53600-907-152	ADMINISTRATION Retirement	137.37	0	0	137.37
601-53600-907-154	ADMINISTRATION HEALTH INS	435.89	0	0	435.89
601-53600-920-003	Utility Op Wages Billing AG	3356.85	20811.56	20811.56	-17454.71
601-53600-920-004	Utility Op FICA Billing AG	250	1317	1317	-1067
601-53600-926-001	PW Crew Health Operation	4813.22	3778	3978	835.22
601-53600-926-002	PW Crew Retirement Operation	0	899	899	-899
601-53600-926-005	Utility Clerk EAP Operation	81	14	64	17
601-53600-926-110	Utility Operator - PT Wages	0	0	0	0
601-53600-926-112	OT - Utility Operator	0	0	0	0
601-53600-926-151	Utility Operator - PT FICA	0	0	0	0
601-53600-926-152	OPERATIONS RETIREMENT	0	0	0	0
601-53600-926-154	OPERATIONS HEALTH	12854.96	18888.24	18888.24	-6033.28

601-53600-930-009	Education/Seminars Expense	0	2050	2050	-2050
601-53600-930-013	Recruiting Expense	1924.83	1000	1950	-25.17
601-53600-930-015	Physicals	0	0	0	0
601-53600-930-110		0	0	0	0
601-53600-930-151	PW CREW - MISC FICA	363.55	1011	1011	-647.45
601-53600-930-152	PW CREW - MISC - WRS	333.29	0	350	-16.71
601-53600-930-154	PW CREW - MISC - INS	1336.53	0	1500	-163.47
601-53600-931-001	Insurance Expense	0	0	0	0
601-53600-931-002	Regulatory Commission (PSC)	3583.84	8000	8000	-4416.16
601-53600-931-005	Utility Clerk EAP Operation	0	0	0	0
601-53600-931-110	Utility Op Wages Misc	3356.85	20811.56	20811.56	-17454.71
601-53600-931-151	Utility Op FICA Misc	250	1317	1317	-1067
601-53600-931-152	Utility Op Retire Operation	2154.34	3958	3958	-1803.66
601-53600-931-154	Utility Op; Health Ins.	0	0	0	0
601-53610-620-110	WATER OPERATION WAGES	77545	20811.56	74811.56	2733.44
601-53610-620-151	WATER OPERATION FICA	5272.27	1317	5017	255.27
601-53610-620-152	WATER OPERATION RETIREMENT	2594.77	0	2500	94.77
601-53610-620-154	INSURANCE - WATER OPERATION	10345.8	0	10500	-154.2
601-53610-621-110	Utility Operator-Paid On Call	4685	7000	7000	-2315
601-53610-621-151	Utility Op-Paid On Call FICA	409.29	550	550	-140.71
601-53610-621-152	Utility Op-Paid On Call Retire	1183.4	2300	2300	-1116.6
601-53610-621-154	Utility Op-Paid On Call Ins.	0	0	0	0
601-53610-622-002	WPS Electric	34957.76	32600	32600	2357.76
601-53610-622-003	WPS Gas	3730.47	3500	3500	230.47
601-53610-623-002	Telephone Exp-Wellhouse	1596.01	1550	1595	1.01
601-53610-623-003	Pumping Operation Expense	0	0	0	0
601-53610-625-001	Maintenance of Pumping Plant	1460.4	3000	3000	-1539.6
601-53610-625-002	Purchased Water	0	0	0	0
601-53620-630-001	Water Treat Operation Expense	0	0	0	0
601-53620-630-010	Marathon Co Health Lab	1034	1200	1200	-166
601-53620-631-001	Chemicals	29599.66	28279	28279	1320.66
601-53620-632-002	Capital Projects	409242.11	10000	10046.35	399195.76
601-53630-640-110	TRANS/DISTRIBUTION WAGES	6634.26	20811.56	20811.56	-14177.3
601-53630-640-151	TRANS/DISTRIBUTION FICA	494.31	1317	1317	-822.69
601-53630-640-152	TRANS/DISTRIBUTION-WRS	222.86	0	250	-27.14
601-53630-640-154	TRANS/DISTRIBUTION - INSURANCE	753.38	0	800	-46.62
601-53630-641-001	Trans/Dist Operation Expense	1790.75	5770	5770	-3979.25
601-53630-641-002	Water Sampling Expense	6501.85	8000	8000	-1498.15
601-53630-650-002	Water Storage	10800	48595	45713.65	-34913.65
601-53630-651-001	Maintenance of Mains	984.31	4600	4600	-3615.69
601-53630-652-001	Maintenance of Services	0	5000	5000	-5000
601-53630-653-001	Maintenance of Meters Purchase	14617.87	20000	20000	-5382.13
601-53630-654-001	Maintenance of Hydrants	1462.47	1500	1500	-37.53
601-53630-655-001	Maintenance of Other Plants	684.65	5100	5100	-4415.35
601-53640-902-110	Utility Clerk Wages Billing	8601.8	9407.3	9407.3	-805.5
601-53640-902-151	Utility Clerk FICA Billing	630.49	720	720	-89.51
601-53640-902-152	RETIREMENT - Utility Clerk Bill	263.94	0	250	13.94
601-53640-902-154	INSURANCE - Utility Clerk Bill	1403.8	0	1350	53.8
601-53640-903-001	Billing Supplies	0	450	450	-450
601-53640-903-002	Postage Expense	4802.68	8000	8000	-3197.32
601-53640-903-003	Bank Fees	0	0	0	0
601-53640-903-004	Computer Software & Support	15517.57	18000	18000	-2482.43

601-53640-905-110	Utility Operator Wages Informa	3580.64	20811.56	20811.56	-17230.92
601-53640-905-151	Utility Operator FICA Informa	758.47	1317	1317	-558.53
601-53640-905-152	Utility Operator WRS Informa	0	0	0	0
601-53640-905-154	Utility Operator Ins.Informa	0	0	0	0
601-53640-906-007	Consumer Confidence Report	3848.12	3000	4350	-501.88
601-53650--	UTILITY CREW/BILLING FICA	1064.63	359.5	1059.5	5.13
601-53650-920-110	UTILITY CREW/BILLING WAGES	14353.31	4703	13703	650.31
601-53650-920-151	UTILITY CREW/BILLING FICA	0	0	0	0
601-53650-920-152	UTILITY CREW/ BILLING - WRS	1470.1	1279	1279	191.1
601-53650-920-154	UTILITY CREW/BILLING - INS	9301.74	7556	9356	-54.26
601-53650-921-001	Office Supply Expense	2320.49	1600	1600	720.49
601-53650-921-003	Office Phone Expense	781.99	600	900	-118.01
601-53650-921-005	Internet Access	659.4	1200	1200	-540.6
601-53650-921-006	Fuel	4051.9	8000	8000	-3948.1
601-53650-921-007	Mileage - Water Utility	500.26	1500	1500	-999.74
601-53650-921-008	Equipment Parts & Maintenance	4520.68	8000	8000	-3479.32
601-53650-921-009	Uniforms	1520.39	800	1300	220.39
601-53650-921-110	Utility Clerk Wages Billing AG	2521.12	4704	4704	-2182.88
601-53650-921-151	Utility Clerk FICA Billing AG	185.42	360	360	-174.58
601-53650-921-152	Utility Clerk WRS Billing AG	0	0	0	0
601-53650-921-154	Utility Clerk Ins. Billing AG	0	0	0	0
601-53650-922-110	ADMIN; PW DIRECTOR WAGES	0	0	0	0
601-53650-922-151	ADMIN; PW DIRECTOR FICA	0	0	0	0
601-53650-922-152	ADMIN; PW Director Retirement	0	0	0	0
601-53650-922-154	ADMIN; PW Director Insurance	0	0	0	0
601-53650-923-001	Accounting Services	7455	6000	8200	-745
601-53650-923-002	Engineering Services	140245.78	175000	175000	-34754.22
601-53650-923-004	Legal Services	2416.99	1350	2350	66.99
601-53650-923-005	Diggers Hotline	323.2	3000	3000	-2676.8
601-53650-923-007	Inspection Services	2150	3000	3000	-850
601-53650-923-110	ADMIN; Admin/Treas/Acct Clerk	0	0	0	0
601-53650-923-151	ADMIN; Admin/Treas/Acct FICA	0	0	0	0
601-53650-923-152	ADMIN; Admin/Treas/Acct Clerk	0	0	0	0
601-53650-923-154	ADMIN; Admin/Treas/Acct Clerk	0	0	0	0
601-53660-930-110	PW CREW - MISC WAGES	5026.26	13215.4	13215.4	-8189.14
601-53660-930-151	PW CREW - MISC FICA	0	0	0	0
601-53660-930-152	PW CREW - MISC - WRS	0	0	0	0
601-53660-930-154	PW CREW - MISC - INS	0	0	0	0
601-53660-931-001	Insurance Expense	7318.99	8000	8000	-681.01
601-53660-931-005	Utility Clerk EAP Operation	0	0	0	0
601-53660-931-110	Utility Op Wages Misc	0	0	0	0
601-53660-931-151	Utility Op FICA Misc	0	0	0	0
601-53660-931-152	Utility Op Retire Operation	0	0	0	0
601-53660-931-154	Utility Op; Health Ins.	0	0	0	0
650-40800-000	Sewer Tax Roll	-2424.27	0	0	-2424.27
650-46222-001	Metered Sales-Residential	-421934.39	-435000	-435000	13065.61
650-46222-002	Metered Sales-Commercial	-53953.88	-55000	-55000	1046.12
650-46222-003	Metered Sales-Industrial	-16218.1	-16500	-16500	281.9
650-46222-005	Metered Sales - Multifam Res	-92939.51	-99000	-99000	6060.49
650-46223-000	Metered Sales-Public Auth	-1251.24	-1500	-1500	248.76
650-46231-000	Forfeited Discount	-6214.59	-4500	-4500	-1714.59
650-46232-000	Sewer; Connection Fees	-4871	0	0	-4871

650-46235-000	Other Sewerage Revenue	-8825	0	0	-8825
650-46421-000	Contributed Assets	0	0	0	0
650-48000-000	MISCELLANEOUS REVENUE	0	0	0	0
650-48001-100	Interest On Investments	-38624.54	-21000	-21000	-17624.54
650-48002-311	Other Misc. Sewer Revenues	-5804.68	0	0	-5804.68
650-49200-000	Transfer from General Fund	0	0	0	0
650-51500-560-000	Utility Commission	0	0	0	0
650-53560-850-010	Utilities Clerk EAP Fringe	0	14	14	-14
650-53560-850-110	PW Crew Salaries & Wages	54610.38	13216.59	52716.59	1893.79
650-53560-850-151	PW Crew FICA	4056.3	1011	4011	45.3
650-53560-850-152	PW Crew Retirement	3541.39	899	3499	42.39
650-53560-850-154	PW Crew Insurance	41831.8	3778	31078	10753.8
650-53560-851-110	Utilities Clerk Salaries/Wages	11454.73	18728.32	18728.32	-7273.59
650-53560-851-151	Utilities Clerk FICA	841.48	1432.5	1432.5	-591.02
650-53560-851-152	Utilities Clerk Retirement	779.55	1274	1274	-494.45
650-53560-851-154	Utilities Clerk Health Ins	9018.05	7556	7556	1462.05
650-53560-852-110	PW Director Salaries & Wages	27451.61	24292.5	26292.5	1159.11
650-53560-852-151	PW Director FICA	1455.28	1858.5	1858.5	-403.22
650-53560-852-152	PW Director Retirement	1182.26	1653	1653	-470.74
650-53560-852-154	PW Director Health Insurance	15073.72	5665.5	14665.5	408.22
650-53560-853-110	Utility Op Salaries & Wages	54651.85	112018.8	112018.8	-57366.95
650-53560-853-151	Utility Operators FICA	4897.58	8563	8563	-3665.42
650-53560-853-152	Utility Op Retirement	4175.44	3930	4180	-4.56
650-53560-853-154	Utility Op Health Insurance	0	18888.24	18888.24	-18888.24
650-53560-854-110	Administration Wages	2020.09	0	0	2020.09
650-53560-854-151	Administration FICA	150.83	0	0	150.83
650-53560-854-152	Administration Retirement	137.35	0	0	137.35
650-53560-854-154	Administration Health Ins.	435.88	0	0	435.88
650-53600-653-001	Maintenance of Meters Purchase	0	0	0	0
650-53650-403-000	Depreciation Expense-Sewer	37043.54	218000	218000	-180956.46
650-53650-821-001	Wisconsin Public Service-Elec	55145.5	25000	53000	2145.5
650-53650-821-002	Wisconsin Public Service-Gas	70.14	300	300	-229.86
650-53650-826-000	Capital Outlay Equipment	44323.05	360000	360000	-315676.95
650-53650-827-001	Operation-Telephone Exp	5440.72	6000	6000	-559.28
650-53650-831-000	Mainten of Collecting System	29809.68	30000	30000	-190.32
650-53650-832-000	Maintenance of Stations	39785.31	15000	40000	-214.69
650-53650-851-001	Office Supplies Expense	1041.23	700	1000	41.23
650-53650-851-002	Postage Expense	2617.34	3889	3889	-1271.66
650-53650-851-003	Office-Phone Expense	945.17	478	1078	-132.83
650-53650-851-006	Internet Access	659.4	1200	1200	-540.6
650-53650-851-007	Bank Fees	3111.66	2000	3600	-488.34
650-53650-851-008	Equipment Parts & Maintenance	2981.3	4000	4000	-1018.7
650-53650-851-009	Computer Supplies & Expenses	13722.82	18000	18000	-4277.18
650-53650-851-010	Uniforms	1249.33	575	975	274.33
650-53650-852-001	Accounting Services	8302.5	21000	21000	-12697.5
650-53650-852-002	Engineering Services	32686.25	150000	95700	-63013.75
650-53650-852-003	Legal Services	760.38	1100	1100	-339.62
650-53650-852-004	Rib Mt Sewerage District	297985.75	260000	260000	37985.75
650-53650-852-005	Diggers Hotline	323.2	1100	1100	-776.8
650-53650-853-000	Insurance Expense	3314.51	3000	4900	-1585.49
650-53650-856-000	Misc General Expense	13197.11	8000	8000	5197.11
650-53650-856-001	Education/Seminars Expense	0	2500	2500	-2500

650-53650-856-002	Mileage - Sewer Utility	250.05	1500	1500	-1249.95
650-53650-856-003	Fuel	3474.54	8000	8000	-4525.46
650-53650-856-013	Recruiting Expense	100.27	1000	1000	-899.73
650-53650-856-014	Physicals	0	0	0	0
650-53650-857-001	Capital Improvements	8558.77	20000	20000	-11441.23
750-41000-000	Tax Revenues	-200000	-200000	-200000	0
750-43851-000	Grant Revenue	0	0	0	0
750-48000-100	Interest Earned on Investments	-6949.31	-5000	-5000	-1949.31
750-48000-303	Sale of Equipment	-64227.91	0	0	-64227.91
750-49100-000	Proceeds from LT Debt	-732208	0	0	-732208
750-49210-000	Transfer from General Fund	0	0	0	0
750-49250-000	NEED TITLE	-72021.31	0	0	-72021.31
750-51000-001-000	Equipment Purchases	370141.19	254000	326021.31	44119.88
750-51900-000-000	Bank & Investment Fees	2016.21	0	0	2016.21
750-57220-000-000	Fire Protection Capital Outlay	934660.83	0	0	934660.83
800-41100-000	Tax Collections	0	0	0	0
800-51100-000-000	Tax Due Other	0	0	0	0
800-51101-000-000	Tax Due Marathon County	0	0	0	0
800-51102-000-000	Tax Due Mosinee School Dist	0	0	0	0
800-51103-000-000	Tax Due DC Everest Schools	0	0	0	0
800-51104-000-000	Tax Due North Central Tech	0	0	0	0
800-51105-000-000	MFL Due Marathon County	0	0	0	0

POLICY ID: FIN-004		TITLE: Purchasing Policy	
<input type="checkbox"/> ORIGINAL <input checked="" type="checkbox"/> REVISION EFFECTIVE DATE Immediate		APPROVED BY VILLAGE BOARD: _____ VILLAGE CLERK	DATE: 7/27/2021
APPLIES TO: <input checked="" type="checkbox"/> FLSA EXEMPT <input checked="" type="checkbox"/> FLSA NON-EXEMPT <input checked="" type="checkbox"/> REPRESENTED EMPLOYEES <input checked="" type="checkbox"/> Non-REPRESENTED EMPLOYEES		<i>This policy applies to all Village of Kronenwetter employees in the categories checked in this section. Provisions within individual personal contracts or a collective bargaining agreement may supersede certain parts of this policy.</i>	

POLICY

The Village of Kronenwetter hereby adopts this Purchasing Policy to maintain uniform purchasing rules for all departments, assist staff with guidelines on everyday purchases and to ensure that purchases are completed in a transparent manner so that the public may be aware of any expenditure. It is hoped that with the adoption of this policy that purchases can be streamlined, purchases can follow a regular method and that those that are outside of the organization can easily track expenditures to conform with open and honest government standards.

This policy shall be applicable to contracts for the procurement of supplies, services, and construction, entered into by the Village of Kronenwetter after the effective date of this policy. The Village shall apply this policy to all expenditures of public funds by a public agent for public purchasing irrespective of the source of the funds.

When the procurement involves the expenditure of federal assistance or contract funds, the procurement shall be conducted in accordance with any mandatory applicable federal law and regulations.

The Village Administrator shall be charged with the enforcement of the rules that are set out by this policy. In the case where the position of the Village Administrator is vacant, the Village Treasurer will be charged with enforcement of this policy.

The following regulations and requirements to organization behavior are hereby adopted:

- It shall be the policy of the Village of Kronenwetter to attempt to first purchase any item as locally as possible from Wausau Chamber, Mosinee Chamber and Village of Kronenwetter businesses when financially feasible and competitive.
- In the case where there is a State of Wisconsin cooperative purchasing agreement in place, the prices from these products shall be compared to locally purchased items and evaluation of support for local businesses, and the local economy shall be weighed against the amount of money that is saved by utilizing a State of Wisconsin purchasing agreement.
- At no time shall any Village employee participate directly or indirectly in a procurement activity when the Village employee shall financially profit from the purchase activity, in cases of this nature, a purchase shall be recommended to an employee's supervisor with employees recommending to a department head, and a department head recommending the purchase to the Village Administrator. In the case where there exists a conflict of interest in the position of the Village Administrator, the Administrator shall disclose such conflict to the governing body and the purchase activity shall be approved prior to purchase by the governing body.

- While price should be one of the most important factors in purchasing, transportation, impact on the environment and previous village experience with products shall also be weighed in making purchasing decisions. Any item that is lower in price but is passed over for any of the other reasons enumerated herein shall have that deciding factor noted in Village records.

PROCEDURE

GENERAL INFORMATION

~~All professional contracted legal, architectural, engineering, auditing, financial advising, ambulance, informational technology and garbage services, except in the case of emergency purchases, shall be reviewed for recommendation to the Village Board by the appropriate Committee (Ordinance 21-08) must have review by the Administrative Policy Committee (APC) and prior approval of the Board, no matter the amount of the contract. Contracts approved through the budget process are exempt.~~

Line Item budgeted contracts for repairs and maintenance of existing equipment under the purchasing levels detailed below, such as repairs to existing information technology equipment, utility pumps, traffic signals, window cleaning, floor waxing, vehicle repairs and building maintenance shall require only approval of the Village Administrator. ~~Contracts that include expenses that exceed \$10,000, unless emergency in nature, shall be reviewed by the Administrative Policy Committee, and shall be presented to the Village Board for approval prior to a contract being approved.~~

~~Any purchases made by a Trustee/committee member needs to have pre-approval from the Administrator or Village President. The Village Clerk will keep the original and make copies of the purchase if the Village does not already own the material.~~

New Purchases made by the Village of Kronenwetter are grouped under the following categories.

1. Purchases up to and ~~equal to including~~ \$499.99. These purchases shall not require authorization of a department head before purchase but ~~shall require the approval notification~~ of the relevant department head, after the purchase is made.
2. Line Item budgeted purchases from \$500 up to an equal to \$2,500. These purchases shall require approval of the relevant department head prior to being purchased.
3. Line Item budgeted purchases over \$2,500 and up to \$10,000. These purchases shall require approval of the relevant department head and also the Village Administrator.
4. Purchases over \$10,000 and up to \$35,000. These purchases shall require approval of the relevant department head, Village Administrator, review by the Administrative Policy Committee (APC) and approval of the Village Board.
5. Purchases over \$35,000. These purchases shall require review by the Administrative Policy Committee and approval of the Village Board and shall follow the current applicable State of Wisconsin bidding procedure unless they are for services such as legal, engineering, architectural, etc.
- ~~5-6.~~ Items that were specifically identified during the budget process does not need require a secondary approval.
- ~~6-7.~~ Emergency Purchases (see Emergency Purchases below)

~~All payments shall be submitted to the Administrative Policy Committee and then onto to the Village Board for review at their respective regular meetings.~~

EXCEEDING BUDGETED EXPENDITURE LINE ITEM TOTAL

It is the assumption of the purchasing policy that all requested expenditures ~~have~~ been provided for in the current budget. Purchases that will result in the expenditure line item exceeding the current budgeted amount require approval before the purchase is executed. The Department Head shall first notify the Village Administrator that the expenditure being requested will result in the expenditure line item budget overage and provide written documentation regarding the expenditure to the Administrator and Finance Director/Treasurer.

The Village Administrator will have the authority to approve expenditures that exceed the line item budget up to \$5,000 and if the total applicable department budget will NOT result in an overage. These expenditures shall be reported to the APC and the Village Board. ~~These expenditures shall be collected on a report and reported on an annual basis.~~

p. 2 of 5

This policy is not intended, and should not be construed, to limit or prevent an employee from exercising rights under the National Labor Relations Act. The Village of Kronenwetter retains the right to amend or change this policy at any time without prior notice.

Any expenditure request that will result in a line item budget overage ~~will need to notify the Finance Director/Treasurer, greater than \$5,000 will need review and recommendation to the Village Board from the Administrative Policy Committee and Village Board approval. Also any expenditure that will result in an overage of any amount of the total applicable department budget will need review and recommendation to the Village Board from the Administrative Policy Committee and Village Board Approval.~~ These changes to the Budget are considered budget amendments which require Village Board approval and proper notification to the public per State of Wisconsin statutes.

UNAUTHORIZED PURCHASE

An unauthorized purchase will be considered a personal purchase and the individual who made the purchase may be personally liable for payment as well as subject to possible further disciplinary actions.

INVENTORY

~~Please refer to the Village Inventory Policy for details.~~

CAPITAL ASSETS

An item qualifies as a Capital Asset if it is over \$5,000 in value and has a life span of more than ~~3-5~~ years. Purchases of new capital items which are not replacing another capital item, ~~shall require a recommendation of the APC and~~ require approval of the Village Board. ~~All Capital Asset items are also Inventory. Capital assets are defined as property, plant, equipment and infrastructure but not limited to this list.~~

LINE ITEM BUDGETED PURCHASES UP TO AND EQUAL TO \$2,500

These purchases can be handled in the most effective way deemed appropriate by the Department Head. Alternative price quotations are strongly encouraged but not mandatory. Periodic price quotations are acceptable for similar items purchased throughout the year even though individual orders are less than \$2,500 on budgeted items. (An example would be small automotive supplies.) Annual or semiannual price comparisons are to be made with purchases in between being made from the best source based on the most recent comparison.

LINE ITEM BUDGETED NON-ROUTINE PURCHASES OVER \$2,500 AND UP TO AND EQUAL TO \$34,999

Non-Routine Purchases over \$2,500 and up to and equal to \$34,999 ~~are required to will have multiple quotes in writing for review and consideration at least three (3) alternative price quotations in writing.~~ Exceptions to the requirement can be made for sole source purchases, standardized equipment, standardized chemicals, or other similar circumstances. Items that are purchased periodically during the year can be purchased based upon annual price quotations. Such purchases must be submitted to the Village Administrator for approval in the form of a memo. Information to be included in the memo is as follows:

- Description of purchase
- Budget amount
- Recommended source and price
- If price is over budget, an explanation of and a budget transfer from where the additional funds will be obtained
- Alternate price quotations or explanation for not seeking them
- Explanation of recommendation if it is other than the lowest price

It should be noted that any purchases that exceed \$10,000 in nature will require approval by the Village Board in addition to the relevant Department Head and Village Administrator approval.

PURCHASES OVER \$35,000

Require the following:

Advertisement Information

Formal bids must be advertised in a local newspaper at least 10 business days before the bid opening. (Bid notices will also be available via the Village website.) The ad must include the date, time and location of the bid opening.

p. 3 of 5

This policy is not intended, and should not be construed, to limit or prevent an employee from exercising rights under the National Labor Relations Act. The Village of Kronenwetter retains the right to amend or change this policy at any time without prior notice.

The Village Administrator, in conjunction with the appropriate Department Head, will establish the time and date of the bid opening.

Bidders List

Departments will prepare a list of qualified vendors to be contacted for the submission of bids. Particular care should be taken to include appropriate local vendors. Bid specifications or notice of availability of specifications will be (e-)mailed to all vendors on the bidder's list. The bid specifications will also be made available via the Village website.

Written Specifications

Department Heads will prepare written specifications outlining the technical characteristics desired. These will be provided to all interested vendors. If appropriate, a mandatory pre-bid conference may be scheduled to assure adequate understanding of the specifications. All bidders must be notified in writing (use of e-mail is acceptable) of pre-bid conferences. Under no circumstances is staff to converse with any prospective bidder during the bidding process outside of the pre-bid conference. Should it become necessary to revise any portion of a bid specification, notice shall be promptly delivered to all prospective bidders through a bid addendum.

Bid Opening and Recommendation

All competitively bid projects are to be sealed and opened by the respective Department Head and the Village Administrator. A witness will document the opening and attest the opening was conducted in their presence. Following the bid opening, the Department Head will make a written recommendation to the Village Board through the Village Administrator. The written recommendation shall include:

- Description of purchase
- Budget amount
- Recommended source and price
- If price is over budget, an explanation why and a budget transfer from where the additional funds will be obtained
- Alternate price quotations or explanation for not seeking them
- Explanation of recommendation if it is other than the lowest price

If approved by the Department Head and Village Administrator or Designee, a Resolution, as drafted by the Village Administrator may be adopted by the Village Board authorizing the acceptance of such bid.

Exceptions

Normally, services such as legal, engineering, architectural, etc., are exempt from the competitive bidding process. However, these types of services shall be purchased using the "Request for Proposals" (RFP) process. This is similar to a competitive bidding process but does not require some of the formality such as an advertisement. The focus of the analysis in an RFP is dependent upon the service needs. RFPs can be requested by the Village Board.

Other exceptions include sole source, need to standardize, etc. Such reasons should be appropriately detailed in the written recommendations to the Village Administrator. The Village may, in times of emergency waive the provision of this section.

These purchasing procedures are not to be used for Public Works type improvements where all or a portion of the costs are paid from assessments to the benefiting properties. Procedures established in Wisconsin Statutes 62.15, 62.29 shall apply.

EMERGENCY PURCHASES

Emergency purchasing procedures should be used only when normal purchasing channels are not available.

Whenever feasible, emergency purchases are to be approved by the Village Administrator (if no Administrator – Village President). If it is not feasible to follow the normal procedures, the Department Head shall request a signature from the Village Administrator after the completion of an emergency purchase. The Department head will indicate the Emergency Purchase on the voucher including justification of the emergency purchase and sign-off is required by the Village Administrator.

p. 4 of 5

This policy is not intended, and should not be construed, to limit or prevent an employee from exercising rights under the National Labor Relations Act. The Village of Kronenwetter retains the right to amend or change this policy at any time without prior notice.

Emergency purchases may be made:

- When there is a need for immediate delivery of items
- To prevent delays in work or construction schedules
- When there is an immediate threat to public health or safety
- ~~To meet emergencies rising from unforeseen causes~~
- To prevent delays in critical maintenance repairs

Formatted: Not Expanded by / Condensed by

Any emergency purchase approved by the Administrator will be coded to the emergency purchases account. The Finance Director/Treasurer will be notified that a budget amendment will need to be presented to the Village Board for approval.

PETTY CASH FUND

Petty cash drawers shall be used to make change only. It is discouraged to pay out any cash directly from the cash/petty cash drawer. Petty cash drawers shall be reconciled on a daily basis by the Accounting Clerk and any "cash out" shall be communicated to the Finance Director/Treasurer. disbursements of approximately \$50 (or less) may be paid from a petty cash fund which is maintained in the Treasurer's office. The Treasurer will log the transaction in the petty cash ledger. Petty cash funds may be obtained either prior to or after purchase, upon filing of the necessary documents. Receipts are necessary for all disbursements.

INTERNAL CONTROLS

Advertisement for bids must be published for all purchases at or above \$35,000 (not to include professional services such as engineering/legal contracts).

- Appropriate documentation (supporting invoices) must be attached for all disbursements.
- Original bills, not copies, must be used for documentation.
- All invoices must have Department Head approval prior to drawing the check.
- ~~Board approval must be obtained for a~~All disbursements as are presented at Village Board Meetings.
- Every effort should be made to avoid finance or late charges.
- Accounts Payable Department will mail out checks.
- Adequate security must be provided over unused checks.
- Checks must NOT be signed prior to being completely filled out.
- Numerically controlled, pre-numbered checks must be used.
- The Treasurer will review all processed checks before the checks are distributed (ref. to FIN-003).

p. 5 of 5

This policy is not intended, and should not be construed, to limit or prevent an employee from exercising rights under the National Labor Relations Act. The Village of Kronenwetter retains the right to amend or change this policy at any time without prior notice.

VILLAGE OF KRONENWETTER
Marathon County, Wisconsin
An Ordinance Amending the Code of the Village of Kronenwetter
Part I: Administrative Legislation
Chapter 180 Village Board
Amending Section 180-3 entitled "Meetings"

The Village Board of the Village of Kronenwetter do ordain as follows:

Section 1: Part I: Administrative Legislation, Chapter 180 Village Board, Section 180-3 entitled "Meetings" of the Code of the Village of Kronenwetter is hereby amended with additional language underlined and deleted language ~~stricken~~ to provide as follows:

§ 180-3 Meetings.

...

- I. *Adding items to the village board agenda.* At each regular meeting of the village board, there shall be placed on the agenda an item titled "Suggested Items for Future Agenda." During this period of the agenda, any board member may request to have an item placed on a future agenda for consideration by the village board. If there are no objections by any member of the body to add the suggested item to a future agenda, the suggested item shall be added by the village president on a future agenda at the next regularly scheduled meeting. If any member of the body objects to the suggested item being placed on a future agenda, that matter will be placed on the next scheduled meeting agenda for consideration whether that item will be placed on the agenda. If the village board votes in the affirmative when the item is considered by the village board to be added to the agenda, the item shall then be placed on the next regular village board meeting for action by the village board.
- J. *President adding items to the village board agenda.* In addition to Subsection 180-3.I., the Village President shall be allowed to add items to the Village Board's agenda by merely communicating the desire to have the item added to the agenda to the Village Clerk via email.
- K. *Trustees adding items to the village board agenda.* Any two trustees shall be allowed to add items to the Village Board's agenda by communicating the same to the Village Clerk via email. When such

request is received, the item is placed on the next agenda for potential objection following the process under Subsection 180-3.I.

L. *Limitation for adding items to the village board agenda.* An item that has been requested by a Trustee, that does not receive Village Board votes in the affirmative to be added to the agenda following the process under Subsection 180-3.I., has the result that such item may not be requested by any Trustee for consideration to be placed on the agenda for the following six months.

Section 2: If any provision of this Ordinance is invalid or unconstitutional or if the application of this Ordinance to any person or circumstance is found invalid or unconstitutional by a court of competent jurisdiction, such invalidity or unconstitutionality shall not affect the provision or application of this Ordinance that can be given effect without the invalid or unconstitutional provision or application.

Section 3: All ordinances and/or parts of ordinances in conflict herewith are hereby repealed.

Section 4: This Ordinance shall be in full force and effect from and after its date of adoption and notice to the public as required by law.

Section 5: Village personnel are hereby authorized and directed to make all changes to the Village Code necessary to reflect this amendment.

Adopted this ____ day of _____, 2024.

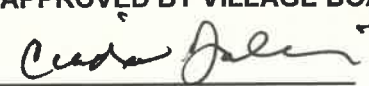
VILLAGE OF KRONENWETTER

By: _____
Chris Voll, President

ATTEST:

By: _____
Bobbi Jo Birk-LaBarge, Clerk

Noticed to the public on: _____.

POLICY ID: GEN-009		TITLE: Agenda Setting for the Village Board	
<input checked="" type="checkbox"/> ORIGINAL <input type="checkbox"/> REVISION EFFECTIVE DATE: <i>Immediate</i>		APPROVED BY VILLAGE BOARD:  DATE: <u>Aug 12 2020</u>	
APPLIES TO:		<input checked="" type="checkbox"/> FLSA EXEMPT <input checked="" type="checkbox"/> FLSA NON-EXEMPT <input checked="" type="checkbox"/> REPRESENTED EMPLOYEES <input checked="" type="checkbox"/> Non-REPRESENTED EMPLOYEES	
<i>This policy applies to all Village of Kronenwetter employees in the categories checked in this section. Provisions within individual personal contracts or a collective bargaining agreement may supersede certain parts of this policy.</i>			

Purpose – The Village Board wishes to have an informed electorate that is championed by the people. For the Village Board to accomplish this vision for the Village, the Village Board hereby adopts clear rules for the generation of the Agenda for Village Board meetings.

Policy –

Adding items to the agenda

The Village President or any two Trustees shall be allowed to add items to the Village Board's agenda by merely communicating the desire to have the item added to the agenda to the Village Clerk via email. Any item recommended by a committee, commission or board, shall also be added automatically to the Village Board agenda. Any item that is of the usual business of the Village shall also be added automatically to the Village Board agenda; for example, renewals of licenses, minutes of prior meetings, regular reports from staff and vendors, and yearly appointments.

Agenda Approval.

The Village President will approve the Village Board meeting agenda five calendar days before the Village Board meeting. The Village Board President may move things around on the agenda. The Village President may remove anything from the agenda, save for those items presented by Village Board members (such as two Trustees adding items or presented by a Village Board member during the "Items for Future agendas" period of the Village Board agenda). After the Village President has approved the agenda, if anyone wants to add an item, the item will need to be confirmed via an email with the Village President. The Village Clerk will not add any articles to the agenda that are not authorized by the Village President.

Chapter 227 BURNING, OPEN¹

§ 227-1. Definitions.

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

Clean wood. Natural wood which has not been painted, varnished or coated with a similar material, has not been pressure treated with preservatives and does not contain resins or glues as in plywood or other composite wood products.

Open burning. Any fire wherein the products of combustion are emitted into the open air and are not directed through a screened stack or chimney associated with a building.

Recreational fire. Any fire such as a campfire or cooking fire, not involving the burning of yard waste, located at a single-family or multifamily residence and used for the purpose of recreation and personal enjoyment.

Yard waste. Dry grass, leaves, pine needles or brush.

(Ord. of 3-24-2003; Ord. of 2-26-2007)

§ 227-2. Burn barrels.

Burn barrels are prohibited in the village.

(Ord. of 3-24-2003; Ord. of 2-26-2007)

§ 227-3. Legal holidays and Sundays.

Open burning on legal holidays and Sundays is prohibited.

(Ord. of 3-24-2003; Ord. of 2-26-2007)

§ 227-4. Burning restrictions.

All open burning is prohibited except as follows:

A. *Open burning by permit.*

- (1) No person shall kindle any fire without first securing a burning permit from ~~a village fire warden~~ the Village Fire Chief or his/her designee, who shall issue such permit subject to any conditions for the protection of life and property imposed by fire regulations.
- (2) ~~However,~~ A burning permit is not required at times when at least one inch of continuous snow cover exists.
- (3) Hours of burning by permit are limited to 6:00 p.m. to 12:00 midnight.

¹Editor's note(s)—Building regulations and construction, ch. 218; solid waste, ch. 441.

(4) Burning permits shall expire 30 days from date of issuance.

(5) The Fire Chief or his/her designee, may revoke any burning permit that does not comply with §227-5. Conditions of burning.

- B. *Recreational fires permitted.* All recreational fires shall be in a fire pit with a minimum depth of eight inches and a maximum diameter of four feet, or in a portable (Weber-type) device that is placed upon a noncombustible surface and secured. The fire may not extend more than four feet above the ground at any time. Burning materials must be contained within the fire pit enclosure at all times. All belowground fire pits shall be surrounded on the outside, above ground, by a noncombustible material such as concrete block, rock or metal.

(Ord. of 3-24-2003; Ord. of 2-26-2007)

§ 227-5. Conditions of burning.

Open burning of leaves, weeds, brush, stumps, clean wood and other vegetative debris allowed only in accordance with the following provisions.

- A. No person shall kindle, or cause to be kindled, or otherwise permit or allow any open fire in or upon any street, alley, or public way of closer than 25 feet from any building, structure, shed or garage, except recreational fires may be no closer than 15 feet from any building, structure, shed or garage, or except for barbecue, gas and charcoal grills. No burning shall be undertaken within 25 feet from any combustible material, combustible wall or partition exterior window opening, exit access or exit unless authorized by the fire chief.
- B. No person shall kindle, or cause to be kindled, or otherwise permit or allow any open fire unless there are favorable conditions for burning with regard to wind direction and speed. ~~No fire shall be started at a time when wind speed is eight miles per hour or more.~~
- C. No person shall kindle, or cause to be kindled, or otherwise permit or allow any open fire when the wind will cause smoke, combustibles or other materials to be carried by the wind toward any building or other combustible or flammable material. Smoke from any fire shall not create a nuisance for neighboring property owners.
- D. The village will not issue a permit for burning any of the following materials without air pollution control devices and a written copy of an approval by the department of natural resources.
- (1) Rubbish or garbage, including but not limited to food wastes, food wraps, packaging, animal carcasses, paint or painted materials, furniture, composite shingles, construction or demolition debris or other household or business wastes.
 - (2) Waste oil or other oily wastes except used oil burned in a heating device for energy recovery subject to the restriction in ch. NR 679, Wis. Adm. Code.
 - (3) Asphalt and products containing asphalt.
 - (4) Treated or painted wood, including but not limited to plywood, composite wood products or other wood products that are painted, varnished or treated with preservatives.
 - (5) Any plastic material, including but not limited to nylon, PVC, ABS, polystyrene or urethane foam, and synthetic fabrics, plastic films and plastic containers.
 - (6) Rubber, including tires and synthetic, rubber-like products.
 - (7) Newspaper, corrugated cardboard, container board, office paper and other materials that must be recycled in accordance with chapter 441, article III, recycling, of the Code of the Village of Kronenwetter except as follows:

- (a) Paper and cardboard products may be used as starter fuel for a fire that is allowed under this chapter.
 - (b) Small quantities of confidential papers from a residence may be burned if necessary to prevent the theft of financial records, identification or other confidential information.
 - (c) Confidential paper from a commercial enterprise shall be shredded or destroyed in a manner other than burning.
- E. No person shall kindle, or cause to be kindled, or otherwise permit or allow any open fire unless adequate fire suppression equipment is present to extinguish or control the fire at all times. Adequate fire suppression equipment shall consist of shovels, fire extinguishers, water hoses, or other like equipment sufficient to extinguish the fire if necessary.
- F. No person shall kindle, or cause to be kindled, or otherwise permit or allow any open fire unless attended at all times by at least one responsible person 18 years of age or older until the fire is completely extinguished.
- G. It shall be the duty of any renter or lessee to notify and obtain written permission from the property owner prior to initiating any fire.
- H. The property owner, renter or lessee shall be held liable for any damage caused by any fire, including the cost of suppression and/or any citations.

(Ord. of 3-24-2003; Ord. of 2-26-2007)

§ 227-6. Burning moratoriums.

The fire chief or the department of natural resources (DNR) may, when weather conditions warrant, declare a burning moratorium for a specified period of time, during which all open burning is prohibited.

(Ord. of 3-24-2003; Ord. of 2-26-2007)

§ 227-7. Reimbursement of costs.

Any person violating this chapter shall, in addition to the penalties provided in other sections of this Code, reimburse the village for reasonable cost of fire protection services made necessary by the violation, including, but not limited to, the costs of investigation of the violation and any response by the village's fire department and any responding mutual aid departments as a result of the violation. The prosecution for violations of this chapter or payment of the penalties provided shall not prohibit any person from seeking any other remedy against the person causing or permitting the burning.

(Ord. of 3-24-2003; Ord. of 2-26-2007)



Report to the Village Board

Agenda Item: Discussion and Possible Action: Police MOU for Vacation

Meeting Date: February 26, 2024

Referring Body: Administrative Policy Committee

Committee Contact: President Chris Voll

Staff Contact: Chief Terry McHugh

Report Prepared by: Chief Terry McHugh

AGENDA ITEM: Discussion and Possible Action: Police MOU for Vacation

OBJECTIVE(S): Discuss the current Police MOU proposal regarding when officers receive their yearly vacation allotment.

HISTORY/BACKGROUND: ISSUE BACKGROUND/PREVIOUS ACTIONS:

Officers have historically always been given their yearly allotment of vacation on January 1 of each year instead of their anniversary date. Lt. Smart was the first patrol officer to be hired and started in May 2005 and advised that this has always been the Village's practice. I was hired a year later and as long as I've been here, that's the way I remember vacation being allotted to officers as well.

With the new payroll system, it now allows for vacation time to be given on the anniversary date of an employee. The contract language is included with this report and indicates that, "Every employee having completed 'X' year(s) of service shall be entitled to 'X' hours of vacation with pay." The Clerk advised that with the new payroll system capabilities, officers would now start receiving their annual vacation on their anniversary dates instead of January 1 of each year.

The union position is that the Village has created a past practice by giving officers all their annual vacation on January 1 of each year, regardless of when their anniversary falls. This has been the practice literally since the beginning of the police department and has crossed over many different union contracts over the past 19 years.

The union MOU would clarify the issue by making the vacation period run from Jan 1 through December 31 of each year. They also added language stating that officers hitting their anniversary date for the next vacation step would receive that additional vacation on January 1. The MOU language essentially clarifies the practice that's already been taking place over the last 19 years.

PROPOSAL: Recommend approving Police MOU to the Village Board

RECOMMENDED ACTION: To be determined by Committee and recommended to Village Board.

FINANCIAL

Financial Consideration/Action: If an officer leaves service prior to their anniversary date, then their time is pro-rated and the Village could just take it out of their last paycheck.

FUNDING SOURCE:

Section 5, Item K.

Account Number/Title: #
Current Adopted Budget: \$
Spent to Date: \$
Remaining Budget: \$
Requested Amount: \$
Remainder of Budgeted Amount, if approved:

ATTACHMENTS:



**Memorandum of Understanding
Between
The Village of Kronenwetter
and the
Kronenwetter Professional Police Association**

This is a voluntary agreement between the **Village of Kronenwetter** and the **Kronenwetter Professional Police Association, Wisconsin Professional Police Association/Law Enforcement Employee Relations Division**. The Village and the Association are parties to a collective bargaining agreement ("CBA") expiring December 31, 2024.

WHEREAS the Village of Kronenwetter and members of the Kronenwetter Professional Police Association are desirous of modifying the language pertaining to vacation accrual and its use.

THEREFORE, be it resolved that the parties do hereby agree to the following new language and to modify the Collective Bargaining Agreement to be in effect at the signing of this document.

PROVISIONS OF THE AGREEMENT

ARTICLE 13 - VACATION

Section 1: Every employee having completed six (6) months of service shall be entitled to forty-eight (48) hours of vacation with pay.

Every employee having completed one (1) year of service shall be entitled to ninety-six (96) hours of vacation with pay.

Every employee having completed two (2) years of service shall be entitled to one-hundred and twenty (120) hours of vacation with pay.

Every employee having completed six (6) years of service shall be entitled to one-hundred and forty-four (144) hours of vacation with pay.

Every employee having completed eleven (11) years of service shall be entitled to one-hundred and ninety-two (192) hours of vacation with pay.

Every employee having completed sixteen (16) years of service shall be entitled to two hundred

and forty (240) hours of vacation with pay.

Every employee having completed twenty (20) years of service shall be entitled to two hundred and eight-eight {288) hours of vacation with pay.

Section 2: The annual vacation period shall be from January 1st through December 31st of each calendar year. Employees with an anniversary date that results in additional vacation shall be eligible for the additional vacation as of January 1st of the year of the anniversary date. In the event an employee terminates their employment prior to their anniversary date, such time will be pro-rated. All vacations earned must be taken by the employee and no employee shall be entitled to vacation pay in lieu of vacation except that an employee will be paid for earned but unused vacation upon separation/termination.

Section 3: Selection of vacations shall be by seniority. Vacation pay shall be at the employee's straight time hourly rate.

Section 4: Employees will be allowed to carry over up to forty (40) hours of unused vacation time into the following year as approved by the Chief of Police. Said vacation time will be paid at the rate in effect on December 31st of the year it was awarded. Under extenuating circumstances, unused vacation hours in excess of forty (40) may be cashed out upon approval of the Police Chief. Any hours carried over must be used by April 30th or be paid out at the hourly rate in effect on the previous December 31st.

1. This represents the complete understanding of the parties on this issue. Any amendments or modifications to this agreement must be made in writing.
2. This agreement shall expire on date of ending of the collective bargaining agreement.
3. This agreement is effective on the last date signed below. Authentic fax or email signatures are as valid as an original.
4. All other provisions of the CBA shall remain in force, and the parties may renew this Agreement for the term of the successor CBA, or may incorporate the modifications herein in such successor CBA, or may terminate this Agreement by mutual consent of the parties.

Village of Kronenwetter

Kronenwetter Professional Police Association

Village President

Association President

Village Clerk

Kevin R Sorenson
Business Agent – WPPA/LEER

Every employee having completed one (1) year of service shall be entitled to ninety-six (96) hours of vacation with pay.

Every employee having completed two (2) years of service shall be entitled to one-hundred and twenty (120) hours of vacation with pay.

Every employee having completed six (6) years of service shall be entitled to one-hundred and forty-four (144) hours of vacation with pay.

Every employee having completed eleven (11) years of service shall be entitled to one-hundred and ninety-two (192) hours of vacation with pay.

Every employee having completed sixteen (16) years of service shall be entitled to two hundred and forty (240) hours of vacation with pay.

Every employee having completed twenty (20) years of service shall be entitled to two hundred and eighty-eight (288) hours of vacation with pay.

Section 2: All vacations earned must be taken by the employee and no employee shall be entitled to vacation pay in lieu of vacation except that an employee will be paid for earned but unused vacation upon separation/termination.

Section 3: Selection of vacations shall be by seniority. Vacation pay shall be at the employee's straight time hourly rate.

Section 4: Employees will be allowed to carry over up to forty (40) hours of unused vacation time into the following year as approved by the Chief of Police. Said vacation time will be paid at the rate in effect on December 31st of the year it was awarded. Under extenuating circumstances, unused vacation hours in excess of forty (40) may be cashed out upon approval of the Police Chief. Any hours carried over must be used by April 30th or be paid out at the hourly rate in effect on the previous December 31st.

ARTICLE 14 - WAGE SCHEDULE

Section 1: The wage rates shall be attached to and thereby become a part of this Agreement, as shown in Exhibit "A".

Section 2: Shift differential shall be paid to the full-time officers at the rate of fifty cents (\$0.50) per hour for the hours between 3:00 p.m. and 11:00 p.m. and seventy-five cents (\$0.75) per hour for the hours between 11:00 p.m. and 7:00 a.m.

ARTICLE 15- PAY PERIOD

Section 1: Officers shall be paid bi-weekly by direct deposit on the normal payroll payday as other Village employees. The normal pay period will be eighty hours.

ARTICLE 16 - SICK LEAVE

Section 1: Employees shall accumulate sick and injury credits on the basis of nine and a half hours (9.5) for each month worked. Unused sick or injury pay may be accumulated to a maximum of one thousand eighty (1080) hours. Employees shall be paid either eight hours or twelve hours, depending on the schedule for each day off because of the employee's or their immediate family's sickness, injury, or medical appointments. Sick leave can be used in a minimum of two-hour increments.

In the event of on-the-job injury or occupational illness, the employee will receive Workers' Compensation benefits and may, at his/her option, receive the worker's compensation benefit and be paid the difference between the regular pay, based upon a normal work week, and the worker's compensation benefit. In this

ARTICLE 11 - HOLIDAYS

Section 1: Regular full-time employees shall receive a lump sum payment for ten (10) eight (8) hour holidays paid at their regular hour rate of pay (10x8=80 total hours of pay) as a separate payment from normal payroll on the first regular payday in December each year. Holidays set forth in this section shall accrue on the calendared dates and any Officer that terminates employment with the Village shall receive payment on the Officer's final paycheck the value of such holiday or holidays calendared since the previous Holiday payment. The ten calendared (10) holidays are: New Year's Day, Easter, Memorial Day, Fourth of July, Labor Day, Thanksgiving Day, Day after Thanksgiving, Day before Christmas, Christmas Day, and New Years Eve Day.

Any one that is paid under this section for days they are no longer employed by the employer shall repay the employer the payment for those days.

Section 2: All regularly scheduled work performed on holidays shall be paid at time and one-half (1/2) the regular rate in addition to the holiday pay discussed in Article 11 Section 1.

Section 3: All overtime worked on holidays shall be paid at double time (2 times) the regular rate of pay in addition to the holiday pay discussed in Article 11 Section 1.

Section 4: Each employee shall be granted thirty-six hours of paid personal time annually which may be taken by informing the Chief of Police at least ten (10) days in advance. Personal time may be used in minimum increments of two (2) hours. New hires are restricted from taking personal time during their first six (6) months of employment. If this period runs into the next calendar year, the new employees will be allowed to carry over and take the personal time the following year. There shall thereafter be no carryovers. Under extenuating circumstances, unused personal hours may be cashed out upon approval of the Police Chief. At termination, unused personal holiday time will not be paid out to the employee.

ARTICLE 12 - FUNERAL LEAVE

Section 1: In case of death in the immediate family (spouse; children/stepchildren, grandchildren, mother, father, stepfather, stepmother, spouse's parents, sister, brother, stepsister, stepbrother, son-in-law, daughter-in-law) employees will be allowed up to three working days off at the rate of the employee's current straight-time hourly pay, including the day of the funeral and two other consecutive working days. This provision shall not be applicable if an employee is on leave of absence, paid sick leave, personal days, or vacation.

Section 2: In case of death of an employee's grandparent(s), mother-in-law, father-in-law, brother-in-law or sister-in-law, aunt, uncle, niece, or nephew, an employee will be allowed time off as provided in Section 1 above, except one (1) day of funeral pay shall be provided. This does not include the spouse's brother/sister in-laws. If additional days are taken, the employee shall have the choice of applying personal days, comp. time, or vacation. If vacation, comp time, and personal days are exhausted, the Employer agrees to advance vacation days for funeral purposes, however such advanced vacation days must be earned and repaid before additional vacation may be taken.

Section 3: Employees wishing to take additional days off for funerals over and above the days spelled out above can do so by substituting comp time, vacation, or personal days and if approved by the Chief of Police.

ARTICLE 13 - VACATION

Section 1: Every employee having completed six (6) months of service shall be entitled to forty-eight (48) hours of vacation with pay.



ITEM NAME:	Finance Advisor
MEETING DATE:	2/26/24
PRESENTING COMMITTEE:	VB
COMMITTEE CONTACT:	Chris Voll
STAFF CONTACT:	Lisa Kerstner
PREPARED BY:	Lisa Kerstner

ISSUE: The Village's current finance advisor is PFM. I have spoken to them a handful of times since I have been employed with the Village. The Village is using Ehlers for TID cash flows and sewer rate study along with the safe water drinking loan. They are not only helpful but they are also educational on helping staff learn.

OBJECTIVES: Select on Finance Advisor for the Village.

ISSUE BACKGROUND/PREVIOUS ACTIONS: When starting with the Village Kim Manley gave me a contact at Ehlers. I have been working with Ehlers closely since. My contact and I speak the same language and they have lots of knowledge. The Village has used PFM in the past and used them to refinance the debt back in 2021.

PROPOSAL: APC recommends hiring Ehlers as the Finance Advisor for the Village and cancelling services with PFM.

ADVANTAGES: They work closely with the Finance Director to help explain things and educate. They are willing to update and help as situations change. There is no upfront cost to having them as our advisor we would only pay for

RECOMMENDED ACTION: Hire Ehlers as the Finance Advisor for the Village.

OTHER OPTIONS CONSIDERED: Keep using PFM.

ATTACHMENTS (describe briefly): Cancel Contract

February 26, 2024

Jon Burmeister, Managing Director
PFM Financial Advisors, LLC
50 South 6th St.
Minneapolis, MN 55402

**Re: Engagement Letter dated September 1, 2020 for Annual Continuing Disclosure Reporting Services
Village of Kronenwetter, Wisconsin**

Dear Mr. Burmeister,

With this letter, we are providing a 30-day notice of the Village intent to terminate the PFM Engagement Letter dated September 1, 2020. At this time, the Village has decided to retain Ehlers & Associates as their municipal advisors for bond issuance firm. With that, PFM will be paid for all services performed, to include cost/expenses incurred up to the termination date effective March 26, 2024, if any.

With that, the Village appreciates the working relationship they have had with PFM Financial Advisors, LLC and appreciate any interest PFM would have in working with the Village in the future. We ask that you acknowledge receipt of the termination notice by signing and returning this letter in care of Leonard Ludi, Village Administrator at 1582 Kronenwetter Drive, Kronenwetter WI 54455 or via email at lludi@kronenwetter.org.

Sincerely,

Leonard Ludi
Village Administrator

Received By PFM Financial Advisors, LLC : Date: _____

Name: _____ Title: _____

BETWEEN

**THE HUMANE SOCIETY OF MARATHON COUNTY, INC.
AND THE VILLAGE OF KRONENWETTER**

Municipality Address: Village of Kronenwetter
ATTN: Humane Society Contract Administrator
1582 Kronenwetter Drive
Kronenwetter, WI 54455

Humane Society: Executive Director
7001 Packer Drive
Wausau, WI 54401

THIS SERVICES AGREEMENT (the "Agreement"), is made and entered into, by and between the Village of Kronenwetter (the "MUNICIPALITY ") and the Humane Society of Marathon County, Inc. ("HSMC"),

RECITALS

WHEREAS, MUNICIPALITY, desires to purchase services from HSMC (a not-for-profit corporation under the laws of the State of Wisconsin) for the impoundment, care, treatment and/or humane disposal of non-dog strays, and

WHEREAS, HSMC is presently situated and capable to provide services to MUNICIPALITY for professional and ethical impoundment, animal shelter, care services, treatment and humane disposal of an animal; and

WHEREAS, at all times this Agreement shall be construed in a manner so as to maximize the welfare of the animals who are the subject hereof and who are cared for by HSMC pursuant to the terms of this Agreement; and

WHEREAS, HSMC maintains a principal place of business located at 7001 Packer Drive, Wausau, WI 54401, but periodically used third party facilities to pursue its mission; and

WHEREAS, HSMC is a not-for-profit private corporation (a private entity) entering into a contract with a political subdivision as defined in Wis. Stat §173.15(1) and acknowledges its obligations under Wis. Stat. § 173.15(2) in relation to said contract; and

WHEREAS, MUNICIPALITY and HSMC desire that this Agreement is for the impoundment, care and/or treatment of stray animals (EXCLUDING DOGS) for the duration of time as mandated by Municipal Ordinance or Wisconsin Statutes or by other written agreement with MUNICIPALITY.

AGREEMENT

NOW, THEREFORE, in consideration of the above Recitals (which are acknowledged to be true and correct and are incorporated into this Agreement) and the promises and agreements hereinafter contained and for other good and valuable consideration (the receipt and sufficiency of which is hereby acknowledged by each party to the Agreement), it is agreed by the MUNICIPALITY and HSMC as follows:

1.0 TYPE AND GEOGRAPHIC SCOPE OF SERVICES. HSMC agrees to provide the services detailed herein with respect to stray animals (excluding dogs) in response to a request by MUNICIPALITY.

- 1.1 Stray Animals (Excluding Dogs). HSMC will operate an impoundment facility to humanely receive care for and dispose of stray animals as defined per this agreement as well as keep accurate records thereof of all of the animals brought to HSMC for this service.
- 1.2 Animals Held for Cause. This agreement does not include impoundment services for animals taken into custody pursuant to § 173.13, Wis. Stats., by law enforcement or humane officers of any political subdivision. Furthermore, this agreement does not include impoundment services for animals withheld from their owner for cause by any political subdivision, pursuant to § 173.21, Wis. States, et seq. MUNICIPALITY and HSMC agree that any such services to be performed on behalf of the MUNICIPALITY, shall be subject to a separate agreement. Political subdivisions located within Marathon County must enter into a separate agreement with HSMC, or other provider, for such services.
- 1.3 HSMC will attempt to locate the owners of stray animals and, if found, inform owner of the cost of holding, care, and treatment of that owner's animal.
- 1.4 HSMC will obtain ownership of a stray animal if they are unclaimed within the statutory 7-days for eventual adoption or relocation. Disposition costs of an animal that was brought in as a stray shall be borne by the MUNICIPALITY pursuant to the terms of Compensation set forth herein.
- 1.5 This agreement does not include impoundment services for stray dogs. Marathon County has entered into a separate agreement with HSMC for impoundment services for stray dogs.
- 1.6 On or before April 15th, July 15th, October 15th and January 15th of the following year of any year that this contract shall be in effect, HSMC shall provide the Village Clerk of the Municipality a quarterly report detailing the animals that HSMC takes in as strays that will be charged as coming from the Municipality. This report shall include the calendar day the animals was taken into care by HSMC, the amount of calendar days held, and the final determination of the animal, either recovered by owner, claimed by HSMC for adoption, or disposed of by HSMC.

2.0 **COMPENSATION.** MUNICIPALITY shall compensate HSMC for service detailed in this agreement according to the following:

\$2775 for the contract, for up to fifteen (15) non-dog strays LESS 2022 Return To Owner credits of \$120 for a NET contract amount of \$2655.

- 2.1 Compensation for services shall be calculated at the 2023 projected average intake amount of fifteen (15) non-dog stray animals (For the period of 1/1/22-10/30/22 HSMC has received 8 animals under this contract) at a price of \$185 per animal for the first nineteen (19) received and \$200 per animal over the contracted amount. The NET contract price of **\$3395** shall be due and paid in full on or before January 30, 2024.
- 2.2 Any animal that HSMC takes in that can be attributed to the MUNICIPALITY, as defined by this agreement, over fifteen (15) animals during the term of this agreement shall be charged to the MUNICIPALITY a rate of \$200 per animal. HSMC shall invoice the MUNICIPALITY the additional charge for these animals by January 30, 2024, and the MUNICIPALITY shall pay this additional amount to HSMC by February 28, 2024.

- 2.3 HSMC will credit MUNICIPALITY for any non-dog stray brought in under the 2022 contract and “Returned to Owner” prior to the end of the statutory 7-day hold period. The credit will be calculated based on days of care and disposition costs NOT incurred by HSMC for the holding of said animal. Additionally, if the Owner paid a reclaim fee to HSMC for the animal, that fee will also be credited to MUNICIPALITY.

In 2022, there were four animals that qualified for a credit totaling \$120.00.

3.0 TERM OF AGREEMENT.

- 3.1 Term. Unless otherwise agreed in writing, the term of this agreement shall be one (1) year commencing January 1, 2024 and this term shall expire on December 31, 2024. This Agreement can only be renewed by mutual agreement of the two parties. The Agreement may also be terminated subject to termination provisions under Section 6.0.
- 3.2 Renewal Procedures. This Agreement shall not renew automatically and nothing in this Agreement shall be constructed as requiring MUNICIPALITY or HSMC to renew the Agreement. In the event that either party desires to extend this agreement beyond its one-year obligation, as described in 3.1, the party requesting the renewal must provide notice to the other party by 60-days prior to the expiration date.

4.0 DEFINITIONS. As used in this Agreement and in all discussions leading to and throughout the Term of this Agreement, the following words shall have the meanings provided below:

- 4.1 Stray Non-Dog Animal: A non-dog animal whose owner or custodian is unknown or cannot be ascertained immediately with reasonable effort. A stray non-dog animal may be brought to HSMC by the MUNICIPALITY’S humane or law enforcement officers, or a humane officer or law enforcement officer or by an official or employee of a political subdivision, including a city, village or town, located within the geographical limits of Marathon County or by private individuals.
- 4.2 Surrender: Is any animal that has been voluntarily handed over to HSMC by its owner, handler or other person entitled to do so. Surrender Animals are **NOT** within the scope of this Agreement.
- 4.3 Unclaimed: Any animal whose owner has failed to reclaim the animal within the statutory time frames under State laws.
- 4.4 Wild Animal: The definition of “wild animal” is to include all nature-born, non-domesticated, non-owned free animals of all and any species even if living in and around humans or other domesticated, exotic or livestock animal. Wild Animals are **NOT** within the Scope of this Agreement.

5.0 EXECUTION AND PERFORMANCE OF SERVICES.

- 5.1 Cooperation. HSMC agrees to use reasonable methods in working with all MUNICIPAL departments, agencies, employees and officers. MUNICIPALITY agrees to use reasonable methods in working with HSMC in order to enable HSMC to perform the services described herein and in paying for such services.

- 5.2 HSMC Personnel. HSMC agrees to secure, at its own expense, all personnel necessary to carry out its obligations under this Agreement. Such personnel shall not be employees of MUNICIPALITY. HSMC shall ensure that its personnel are instructed that they do not have any direct contractual relationship with MUNICIPALITY. MUNICIPALITY shall have no authority over any aspect of HSMC'S personnel practices and policies and shall not be liable for actions arising from such policies and practices.
- 5.3 Transportation of Animals. MUNICIPALITY is NOT purchasing transportation services from HSMC, and HSMC shall have no ongoing obligation to pick up or transport ANY animal covered by this Agreement.
- 5.4 Facility Access. HSMC will provide, or assure the availability of an appropriate facility that will provide admitting Stray non-dog animals 24 hours a day, 7-days a week, that are dropped off by humane and law enforcement officers operating within the geographical boundaries of Marathon County. Private individuals dropping off a non-dog stray must do so during public business hours or coordinate with the municipality representative.
- 5.5 Services for all Animals HSMC agrees to provide services to MUNICIPALITY for professional, humane and ethical impoundment, animal shelter, care services, treatment and humane disposal of any animal within the scope of this agreement.
- 5.6 Reclaiming Services. HSMC shall use reasonable attempts to identify, locate, and make contact with the animal's owner in order to arrange for either the surrender or the return of the animal. Said efforts will be made within the statutory 7-day holding period. Notwithstanding the foregoing, the parties acknowledge that the owners of some stray non-dog animals are never known or even identified such that HSMC's ability to find the owner is a legal impossibility.
- 5.7 Ethical and Humane Treatment. HSMC agrees it will use the best practices for care, housing, treatment, adoption or final disposition (euthanize, transfer or adoption) of all animals within the scope of this agreement and in compliance with all federal, state and local laws.
- 5.8 Not an Exterminator. MUNICIPALITY agrees that HSMC does not provide services for any animal that would be best handled by a 'pest' exterminator.
- 5.9 Disposition of Stray Non-Dogs Animals. After the statutory waiting time, typically seven (7) days, the parties agree that HSMC may obtain exclusive possession of all strays covered by this agreement. However, and at the HSMC's sole discretion, the HSMC may not desire to take possession of certain animals and shall have the legal right to terminate the animal and dispose of the animal's remains.
- 5.10 Protocols. HSMC and MUNICIPALITY agree that HSMC will create certain protocols (rules) for MUNICIPALITY'S agents to follow in order to accomplish the efficient execution of this contract with a minimum of confusion or disagreement.
- 5.11 Records HSMC agrees to keep statistical records of all animals, including origin (jurisdiction), admittance, disposition, care, treatment and redemption records. Such records shall be made available to MUNICIPALITY as they request from time to time. Such records will be available for review at HSMC by appointment with Executive Director or designee.

6.0 TERMINATION OF AGREEMENT

6.1 Termination: No Cause. Either party may terminate the Agreement, for any reason, at any time upon 30 days written notice.

6.2 In the event this Agreement is terminated, HSMC shall reimburse the MUNICIPALITY for their yearly cost paid by the MUNICIPALITY prescribed under section 2.1 of this agreement less either the amount of animals turned in to HSMC by the Municipality multiplied by \$185 or 1/12th for each month that the agreement is in effect, whichever is greater.

7.0 INSURANCE AND INDEMFICATION.

7.1 Insurance. In order to protect itself and MUNICIPALITY, its officers, boards, commissions, agencies, employees and representatives under the indemnity provisions of this Agreement, HSMC shall obtain and at all times during the term of the Agreement keep in full force and effect comprehensive general liability policies (as well as professional malpractice or errors and omissions coverage, if the service being provided are professional services) issued by a company or companies authorized to do business in the State of Wisconsin and licensed by the Wisconsin Insurance Department, with liability coverage provided for therein in the amounts of at least:

- Commercial General Liability-\$1,000,000 combined single limit
- Workers Compensation Insurance as required by Wisconsin Statutes of all employees engaged in work

8.0 NOTICE TO PUBLIC AND PRIVATE OF NONAFFILIATION.

HSMC may employ at various times outside contractors or promoters to assist it with all types and levels of products or services. HSMC agrees that it shall inform all outside contractors, promoters, and the public that the HSMC is not a legal entity, agency or subdivision of MUNICIPALITY

9.0 NOTICES

9.1 Notices to the MUNICIPALITY Except as more specifically provided by the terms of this Agreement, notice to the MUNICIPALITY shall be delivered via first class mail as follows:

Leonard LudiVillage Administrator 1582 Kronenwetter Drive Kronenwetter, WI 54455-7268	Bobbi Birk-LaBarge Village Clerk 1582 Kronenwetter Drive Kronenwetter, WI 54455-7268
---	---

9.2 Notices to HSMC Except as more specifically provided by the terms of this Agreement, notice to HSMC shall be delivered via first class mail as follows:

Impoundment Agreement Humane Society Marathon County, Inc.

<div>Lisa Leitermann Executive Director Humane Society of Marathon County 7001 Packer Drive Wausau, WI 54401-9321</div>	<div>Mary Tubbs President of the Board of Directors Humane Society of Marathon County 7001 Packer Drive Wausau WI, 54401-9321</div>
---	---

10.0 MISCELLANEOUS.

10.1 Integrated Agreement. This document together with any and all instruments, exhibits, schedules or addenda attached hereto or referenced herein sets forth the complete understanding of the parties relating to the matters which are the subject hereof and supersede any and all prior or contemporaneous written or oral agreements, understandings and representations relating thereto.

10.2 Modifications. This Agreement may only be modified in writing signed by the parties or any officers of such parties with authority to bind the party. No oral statements, representatives or course of conduct inconsistent with the provisions of this Agreement shall be effective or binding on any party regardless of any reliance thereon by the other.

10.3 Choice of Law and Venue. This Agreement shall be construed and enforced in accordance with the internal laws of the State of Wisconsin. In the event of any disagreement or controversy between the parties over this Agreement, the parties agree that the sole and exclusive venue for any legal proceedings related to it shall be in the Marathon County Circuit Court (State of Wisconsin).

10.4 Construction

- 10.4.1 Construction against the Drafter. Provisions for which ambiguity is found shall not be strictly construed against any party by virtue of that party having drafted or prepared the same.
- 10.4.2 Captions. Captions or any section or paragraph of this Agreement are for the convenience of reference only and shall not define or limit the scope of any provisions contained therein.
- 10.4.3 Severability. Whenever possible each provision of this Agreement shall be interpreted in such a manner so as to be effective and valid under applicable law. However if any provision is prohibited by or found to be invalid or unenforceable under applicable law or for any other reason or under particular circumstances the same shall not affect the validity or enforceability of such provisions under any other circumstance or of the remaining provisions of the Agreement. Such provision shall be deemed automatically amended with the least changes necessary so as to be valid and enforceable and consistent with the intent of such provision as originally stated.
- 10.4.4 Tense. Use of the singular number shall include the plural and one gender shall include all others.

11.0 **ASSIGNMENT**

Neither party shall assign nor transfer any interest or obligation under this Agreement without the prior written consent of the other.

12.0 **THIRD-PARTY BENEFICIARIES.**

This Agreement is intended to be an agreement solely between the parties hereto and for their benefit only. No part of this Agreement shall be construed to add to, supplement, amend, abridge or appeal existing duties, rights, benefits or privileges of any third-party or parties, including, without limitation, employees of either party and any other municipality located within the geographic limits of the County.

13.0 **EXECUTION IN COUNTERPARTS.**

This Agreement may be executed in one or more counterparts, each of which shall be deemed an original and all of which shall constitute one and the same agreement.

14.0 **REPRESENTATION OF COMPREHENSION OF DOCUMENT.**

In entering into this Agreement, the parties represent that they have relied upon the advice of their attorneys, who are the attorneys of their choice, concerning the legal consequences of this Agreement. They further agree that the terms of this Agreement have been completely read and explained to them and they are fully understood and voluntarily accepted.

(SECTION INTENTIONALLY LEFT BLANK – SEE PAGE 8 FOR SIGNATURES)

15.0 **WARRANTY OF CAPACITY TO EXECUTE**

15.1 I Leonard Ludi in my capacity as the Village Administrator and acting as the MUNICIPALITY Contract Administrator for the Village of Kronenwetter, and IBobbi Birk-LaBarge , Village Clerk, warrant that the Village

Board has taken action to approve this contract during a public meeting of the Village Board as we have the legal authority to execute this Agreement on behalf of the Village of Kronenwetter and to receive the consideration specified in it, and that neither we nor the Village of Kronenwetter sold, assigned, transferred, conveyed or otherwise disposed of any rights subject to this agreement.

15.2 I Lisa Leitemann, Executive Director, Humane Society of Marathon County, Inc. and I Mary Tubbs, President of the Board of Directors of HSMC warrant that we have the legal authority to execute this Agreement on behalf of the HSMC and that neither they nor HSMC have sold, assigned, transferred, conveyed or otherwise disposed of any rights subject to this Agreement.

FOR HUMANE SOCIETY OF MARATHON COUNTY:

Lisa Leitemann
Executive Director, HSMC

Date

Mary Tubbs
President Board of Directors, HSMC

Date

FOR MUNICIPALITY:

Date of Village Board approval:

Date

Leonard LudiInterim Village Administrator
MUNICIPALITY Contract Administrator

Date

Bobbi Birk-LaBarge
MUNICIPALITY Clerk

Date



Report to Village Board

Agenda Item: Marathon County Solid Waste Department Agreement Renewal

Meeting Date: February 26, 2024

Referring Body: Administrative Policy Committee (APC)

Committee Contact: Chris Voll, Chair

Staff Contact: Leonard Ludi, Village Administrator
Lisa Kerstner, CFO/Treasure

Report Prepared by: Leonard Ludi, Village Administrator

OBJECTIVE(S): Renewal agreement with Marathon County Solid Waste Department to the end of 2024.

HISTORY/BACKGROUND: The Village of Kronenwetter provides coordinated services for its residents for the collection and disposal of municipal solid waste. The last M.O.U with the Marathon County Solid Waste Department was executed in October of 2014 for a 5-year term ending I 2019, with an option to renegotiate for an additional 5 years.

Due to turnover at the Marathon County Solid Waste Department, no other executed agreement from the pass Director was found and a new agreement we development base on a draft agreement found in each of our files. Hence this new agreement is aligned with the 5-year cycle expiration of Dec 31 2024. The cycle period mirrors the due date to bid out the haulers contract at the end of 2024.

PROPOSAL: Authorize the execution of the Renewal agreement with Marathon County Solid Waste Department to the end of 2024.

RECOMMENDED ACTION: Authorize the execution of the Renewal agreement with Marathon County Solid Waste Department to the end of 2024.

FINANCIAL

Financial Consideration/Action: Solid Waste Collection Expense

FUNDING SOURCE: 100-53000-620-320

Account Number/Title: #100-53000-620-320
Current Adopted Budget: \$ 350,000.00
Spent to Date: \$ 5,370.90
Remaining Budget: \$ 344, 629.10
Requested Amount: \$
Remainder of Budgeted Amount, if approved:

ATTACHMENTS:

- 2024 Marathon County Agreement Solid Waste Tipping Rate



**Agreement Between
Marathon County Solid Waste Department &
Village of Kronenwetter, Marathon County, WI for
Preferred Disposal Rate**

WHEREAS Marathon County Government serves people by leading, coordinating, and providing county, regional, and statewide initiatives. It directly or in cooperation with other public and private partners provides services and creates opportunities that make Marathon County and the surrounding area a preferred place to live, work, visit, and do business, and;

WHEREAS Marathon County Government leads by providing high quality infrastructure and integrated services and by developing trusting, collaborative relationships among diverse partners, and;

WHEREAS Marathon County Solid Waste Department has a mission to provide the residents, businesses and organizations of Marathon County with a cost effective, comprehensive integrated waste management system that serves as the foundation for economic development, while protecting and preserving the county's environment, and;

WHEREAS, the Marathon County Solid Waste Department owns and operates a sanitary landfill as a part of its integrated solid waste management system, charges a fee for disposal and seeks to garner adequate waste tonnage to ensure its economic viability, and;

WHEREAS, the Village of Kronenwetter faces increasing budgetary burdens as demand for services increase and sources of revenue decrease, and;

WHEREAS, the Village of Kronenwetter provides coordinated services for its residents for the collection and disposal of municipal solid waste and as a result, seek affordable costs for both services.

NOW THEREFORE, in consideration of the above premises and the mutual understanding of the parties as described in this Agreement, the parties agree as follows:

Definitions:

- 1) Garbage. Discarded materials resulting from the handling, processing, storage and consumption of food.
- 2) Municipal solid waste. All materials produced from household and community life, subject to decomposition, not defined as sewage, including garbage.
- 3) Marathon County Landfill. Bluebird Ridge Recycling and Disposal Facility, Ringle WI.
- 4) Marathon County Municipalities. Any of the 62 municipalities of Marathon County

Rate:

The 2024 tipping rate for municipal solid waste offered by the Marathon County Solid Waste Department to the Village of Kronenwetter is \$36.26 per ton, a thirty-seven-point four percent (37.4%) discount over gate rate of \$58.00 per ton. This rate will be adjusted to reflect any new state or federal taxes or fees and will be implemented on the date indicated in statute. Additionally, the above noted rate will be adjusted annually to reflect any increases in inflation. The inflationary standard shall be the Chained-Consumer Product Index (C-CPI) and shall be reported to the municipality on or before the first day of September and shall take effect on the first day of January of the subsequent year.



**Agreement Between
Marathon County Solid Waste Department &
Village of Kronenwetter, Marathon County, WI for
Preferred Disposal Rate**

Term:

This Agreement shall remain in effect from January 1, 2024 until December 31, 2024.

Roles & Responsibilities

The Marathon County Solid Waste Department

- 1) Shall comply with all federal, state and local laws, rules and ordinances.
- 2) Shall operate its landfill in compliance with all local, state and federal laws and regulations and keep its landfill open for receipt of municipal solid waste from Marathon County municipalities.
- 3) Shall offer the annually adjusted price of this Agreement for a term of one year.
- 4) Shall continue to serve the Marathon County municipalities and its citizens by investing its earnings back into community programming and services.

The Village of Kronenwetter

- 1) Shall comply with all federal, state and local laws, rules and ordinances
- 2) Shall conduct its own, or contract for, residential waste collection services according to its individual needs and to meet any state or federal laws or regulations
- 3) Shall conduct its Effective Recycling Program as part of its Responsible Unit of Recycling
- 4) Shall consign for its waste tonnage generated as a part of its residential waste collection services, regardless of hauler, to the Marathon County Solid Waste Department landfills

We, the undersigned have read and agree with this Agreement and approve it by the signature below.

For the Marathon County Solid Waste Dept.

For the Village of Kronenwetter

By _____
Meleesa Johnson, Director

By _____

Date _____

Date _____



Report to Village Board

Agenda Item: Award GIS Services Agreement

Meeting Date: February 26, 2024

Referring Body: Administrative Policy Committee (APC)

Committee Contact: Chris Voll, Chair

Staff Contact: Leonard Ludi, Village Administrator

Report Prepared by: Leonard Ludi, Village Administrator

OBJECTIVE(S): Award the GIS Services Agreement to support Public Works & Utilities and Community Development Department to manage road, utilities and planning through a GIS development database and mapping system.

HISTORY/BACKGROUND: At the beginning of 2023, the Public Works Department had an originally looked in to GIS Database platform software to manage road way safety devise and road infrastructure. This replace conventional AutoCAD databases and allows the operator to manage inventory real-time and with all the modern conveniences of the internet.

As this project evolved from Mr. Dan Hekrdle, VOK Director of Public Works, the Village Utilities and Community Development data layers were discussed introduced into the GC GIS Database Platform vision. The initiative was then passed to Pete Wegner Community Development Director, who also pass it on to the new public Works Director Leonard Ludi.

Through the end of 2023 and into the beginning of 2024, proposal were solicited, received and vetted by Public Works, Utilities, and the Community Development Director. During this period a GIS budget of \$150,000 was submitted and approved Village Board for 2024. Final bid summary is below:

Vendor	Base Bid	Cloud Services	One Time Fee	Total Bid	Reoccurring Annual Fee
gWorks	10,931.70	N/A	1,000	11,931.70	13,118.00
<i>prorated 2024 month from March to Dec 31 of 1093.17 per month</i>					
Cedar Corporation	14,490.00	0	0	14,490.00	550.00
<i>Reoccurring for Asri cloud facility initiated by VOK Licensing 1,750 and 5</i>					
Brightly Software	13,887.60	7094.63	0	20,982.23	9024.36
<i>prorated discount of \$5,672.40 for starting March 2024</i>					

PROPOSAL: Base on review & vetting of the proposal docs, the selection team are in favor moving forward with awarding the GIS Services Agreement to gWorks for \$11,931.70. Services are including in the final proposal submittal from gWorks is attached as part of this packet.

Section 5, Item O.

RECOMMENDED ACTION: Authorize Village President, Administrator, & Treasure to proceed with all actions necessary to award the GIS Services Agreement to Work for \$11,931.70, noting that re-occurring charge will then be due starting January 2025.

FINANCIAL

Financial Consideration/Action: Approved by Village Board in the 2024 Budget

FUNDING SOURCE:

Account Number/Title:	#
Current Adopted Budget:	\$50,000 = 601-53620-632-002
	\$50,000 = 650-53650-826-000
	\$50,000 = 410-57100-000-100
Spent to Date:	\$
Remaining Budget:	\$
Requested Amount:	\$11,931.70 (Reoccurring Charge \$13,118.00)
Remainder of Budgeted Amount, if approved:	

ATTACHMENTS:

Ordering Document: Village of Kronenwetter WI - Essentials Maps & Ops Hubs

Village of Kronenwetter WI
1582 Kronenwetter Drive
Kronenwetter, WI 54455
USA

Leonard Ludi
lludi@kronenwetter.org
715-432-2351

Reference: 20240131-103019547
Quote created: January 31, 2024
Quote expires: February 28, 2024
Quote created by: Jessica Osterman
"Account Executive"
jessica@gworks.com
+14028091717

Comments from Jessica Osterman

Products & Services

Item & Description	Quantity	Unit Price	Total
Maps Hub - Implementation and Onboarding	1	\$500.00	\$500.00
Operations Hub - Implementation and Onboarding	1	\$500.00	\$500.00
Maps Hub - Annual Subscription Annual subscription for gWorks Cloud Maps Hub for 15 data layers	1	\$4,500.00 / year	\$4,500.00 / year for 1 year
Operations Hub - Annual Subscription Annual subscription for gWorks Cloud Operations Hub	1	\$8,618.00 / year	\$8,618.00 / year for 1 year

Annual subtotal	\$13,118.00
One-time subtotal	\$1,000.00
Total	\$14,118.00

Purchase terms

Upon signature of the parties, this Order is a legally enforceable agreement.

This Order shall be in effect as of the last date in the signature boxes below ("Effective Date") and shall continue until the end of the term of the last Service in this Order, unless earlier terminated in accordance with the express termination rights set forth in this Order, if any, and the Master Services Agreement. A Service set forth above shall be in effect from the Effective Date and shall continue for the initial term specified herein for such Service, unless earlier terminated in accordance with the express termination rights set forth in this Order, if any, and the Master Services Agreement. Web-based Services and Desktop Services terms are one-year in length from January 1 – December 31 ("Calendar Year"). If the Cohort Assignment date—that is, when gWorks assigns the Client the date Onboarding will begin—is within a Calendar Year, the initial term prorates from the Cohort Assignment month to the end of the Calendar Year. Upon expiration of the initial term of the applicable Web-based or Desktop Service, such Service will automatically renew for additional successive renewal periods of a one-year in term length aligned to the Calendar Year for such Service, unless earlier terminated in accordance with the express termination rights set forth in this Order, if any, and the Master Services Agreement or unless either party provides the other party written notice of non-renewal no less than thirty (30) days prior to the end of the then-current initial term or renewal term for such Service.

Upon termination or expiration of a Service: (a) Client shall immediately pay all outstanding amounts it owes to gWorks for such Service as set forth in the table above; (b) Client shall immediately cease using such Service; (c) gWorks may take steps to change, remove, or otherwise block Client's access to such Service; and (d) upon payment in full of all fees owed to it, gWorks shall deliver to Client any Deliverables related to such Service, in their current form as of the effective date of termination or expiration, along with all documentation, Specifications, and Client Materials in gWorks' possession related to such Service. Annual fees are nonrefundable. Notwithstanding the above, if, within thirty (30) days after the termination of a Service data export is requested by Client, gWorks shall export such data files to Client, and such services will be charged at gWorks then-standard rates. No termination or expiration of a Service, this Order, or the Master Services Agreement will affect Client's obligation to pay all amounts set forth in the table above.

Fees for all one-time Professional Onboarding or Professional Services and fees for all Web-based Services and Desktop Services are due and payable as follows:

- Professional Onboarding or Professional Services fees are due in full upon the Effective Date of this Order.
- Annual fees are payable in full or prorated based on the calendar month of the Cohort Assignment relating to this Ordering Document for the first year. For subsequent terms, the annual subscription, license, and product support fees (collectively, "annual fees") are due before or by the start of the Calendar Year term thereafter.

Invoicing of fees occurs on the Effective Date of this Order and carries a Net 15-day payment term by the Client. Failure by the Client to pay within the payment term could result in onboarding delays but do not affect the Services term or prorated term start of this Order.

Any Professional Services not defined in this Ordering Document are billable at gWorks' current hourly billable rate, or at gWorks sole discretion may be a separate Ordering Document of defined Services.

This Order, including the then-current Master Services Agreement & Terms of Service, Privacy Policy, Statement of Work, and Product Support Agreement, and all other agreements, policies, and documents incorporated herein, contains the entire agreement of the parties with respect to the subject matter hereof

This Order may be executed in one or more counterparts, each of which will be deemed to be an original copy of this Order, and all of which, when taken together, will be deemed to constitute one and the same agreement. This Order may be executed and delivered via facsimile, electronic mail, or other electronic transmission methods (including pdf or any electronic signature complying with the U.S. federal ESIGN Act of 2000), and the execution and delivery of this Order by such methods shall be deemed to be valid and effective for all purposes.

This Order is subject to the agreements, policies, and documents set forth below, all of which are incorporated herein by reference, and which include a Sub-Merchant Agreement for card processing by a third-party service provider which includes an application for such card processing services provided to such third-party by gWorks with Client's credentials, including banking information, provided by Client and captured by gWorks in a "Merchant Boarding Form" which form is available to Client by gWorks upon request. By signing this Order, the Client expressly agrees that the information in the Merchant Boarding Form is true and accurate and to all terms and conditions in the agreements, policies, and documents set forth below.

- Master Services Agreement & Terms of Service: <https://www.gworks.com/g2msatos/>
- Statement of Work: <https://www.gworks.com/legal/gcusow>
- Product Support Agreement: <https://www.gworks.com/legal/gcpsa>
- Privacy Policy: <https://www.gworks.com/privacy-policy/>
- Sub-Merchant Agreement for Card Processing Services:
 - [Bank Disclosure](#)
 - [Payment Sub-Merchant Agreement](#)

By signing this Order, the individual signing on behalf of Client certifies and warrants that they are authorized to sign on behalf of the Client, agree to the terms of this Order and any agreements and documents incorporated herein, attests that the information for this application and onboarding are correct to the best of their knowledge, and that, upon their signature, this Order and any documents incorporated herein will become the legally binding agreement of the Client.

Signature

Before you sign this quote, an email must be sent to you to verify your identity. Find your profile below to request a verification email.

Leonard Ludi lludi@kronenwetter.org	Click to sign *
Brad Whittle bwhittle@gworks.com	



Jessica Osterman
"Account Executive"
jessica@gworks.com
+14028091717

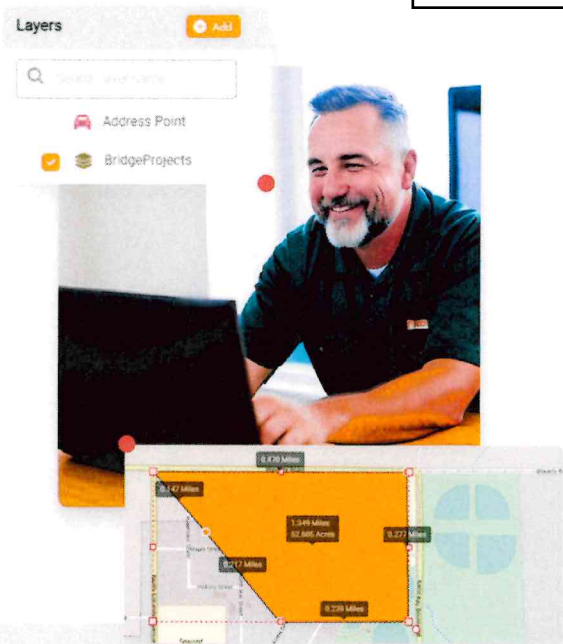
gWorks
3905 S 148th St
Ste 200
Omaha, NE 68144
USA

Maps Hub

Take Control of Your Assets with Simplified Mapping

Manage your government's assets with an intuitive mapping solution. Make data-driven decisions, streamline your workflows, and better allocate resources.

- ✓ Secure
- ✓ Simple
- ✓ Integrated



Map Your Assets

Visualize asset locations in a mapping interface to track the geographic distribution of infrastructure and inform community planning.



Integrate Data

Import and export data in various formats to support data-driven planning and analysis, contributing to your government's efficiency.



Edit Spatial Information

Edit data without the need for complex software. Intuitive tools enable easy management of layers and assets.



Conduct Analysis

Gain confidence in decision-making with valuable insights and visualization tools for effective city planning and management.



Inform the Public

Provide public access to relevant information on maps to foster transparency, community engagement, and collaboration.



Streamline Operations

Manage your data within Operations Hub to update symbology, add and edit assets, and enable a more efficient workflow.



www.gWorks.com



info@gworks.com



888-608-7666



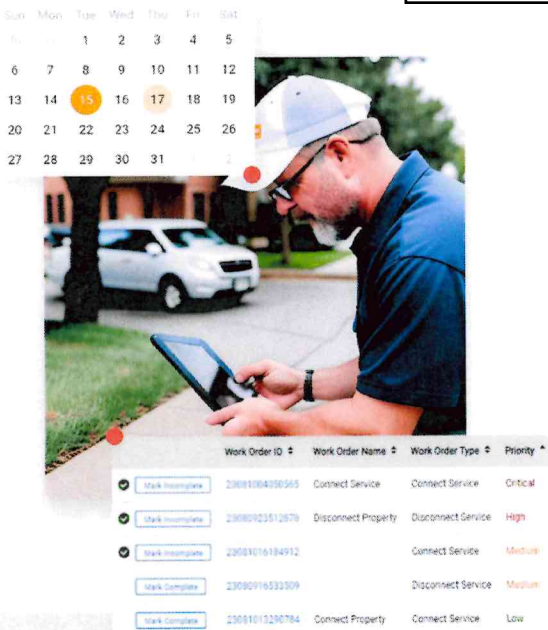
3905 S 148th St, Ste
200 Omaha, NE 68144

Operations Hub

Manage and Streamline Work Completed in Your Government

Efficiently manage your operations in one place. Operations Hub streamlines your workload, boosts productivity, and helps you deliver exceptional services to your community.

✓ Secure ✓ Simple ✓ Integrated



Asset Management

Manage your community's assets to maintain their reliability and longevity while making data-driven maintenance decisions.



Manage Work Orders

Schedule, assign, and track work orders for maintenance tasks and projects to ensure better coordination and timely execution.



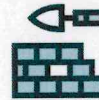
Contractor Management

Streamline communication and collaboration with contractors to ensure project execution and adherence to quality standards.



Ensure Compliance

Simplify compliance and ensure regulatory adherence by creating and managing permits and inspections in one place.



Project Planning

Efficiently plan and manage development projects, aligning them with your long-term vision for sustainable growth.



Citizen Requests

Automatically create work orders from 311 requests submitted by citizens with FrontDesk to ensure seamless task management.



www.gWorks.com



info@gworks.com



888-608-7666



3905 S 148th St, Ste
200 Omaha, NE 68144

e-mail

Talk to Bobbi Re; layers & Assets

Nete

Dan Hekrdle

From: Steve Laner <slaner@gworks.com>
Sent: Thursday, February 23, 2023 7:11 PM
To: Brad Jacobson; Dan Hekrdle
Subject: [External] Budgetary Pricing for SimpleCityGIS

*(Korowicki
make fuller
make things)*

Need to shop around.

Hi Dan and Brad,

Call to Calli Queensland & Konalski

Sorry for the delay in getting pricing over to you. As we discussed, I've put together some budgetary numbers for our SimpleCityGIS as we demo'd this week. The part of pricing that we would want to talk with you about is the set up and implementation. Since we need coordinates to build out a lot of the solution, we would need to verify how many assets we would need quickly versus the other assets we would get GPS coordinates. With your current system, it would be easy to transition into SimpleCityGIS as Jeremy mentioned on our call.

*Called Sales
888-608-7666*

So, for the yearly license and support, it would be \$1750 per month, billed annually. Our support would be able to create unlimited work orders, set up public views of certain layers, etc.

*Bob
402-881-8849*

Simple City

We can fine-tune a price for the set up, so you would call to discuss. I would get Jeremy involved and our VP of Sales, Dustin, so you would be covered for you.

Let me know if you have any questions.

Thanks,

Steve Laner

Senior Account Executive
gWorks

Turn to Calli & guber

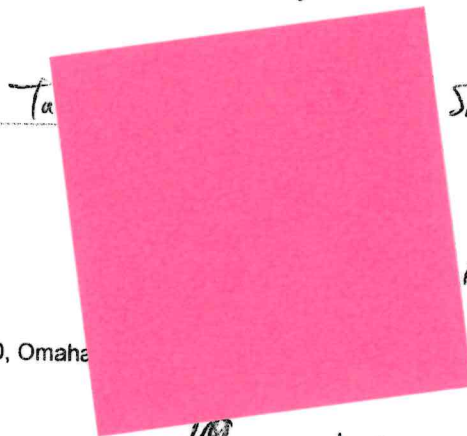
*Diamond Maps
✓ Company called me yesterday*

\$21,000/yr

Compare to Haggan.

888-608-7666 | 402-881-8849
 slaner@gworks.com
 www.gworks.com
 3905 South 148th Street, Suite 200, Omaha

*Reprock
Steven Point*



Signs

10 -

*Scanned paper
after*

Is this email not relevant to you? Click [here](#)

*Don't reach out
to other Municipalities*

*Signs
culverts
water & sewer
generators
storm sewer*

*hydraulics, valves and other
metering stations
gaging stations
Lift stations*

40-50 layers down the road

16-15 layers culvert →

Leonard Ludi

From: Jessica Osterman <jessica@gworks.com>
Sent: Monday, February 12, 2024 3:27 PM
To: Leonard Ludi
Subject: [External] Pricing Information

Leonard, I wanted to provide you with a breakdown of the implementation and annual costs in regards to your consideration of Maps and Operations Hubs.
1x implementation fee for Maps and Ops Hub-This is a one time only cost for implementing the Hubs/Training.
Annual Fees-\$13,118 (We bill annually by calendar year). If you were to approve/sign a contract for Maps and Operations Hubs I would guesstimate a May onboarding date. Your invoice will be prepared for May-Dec 2024.
\$13,118/ 12 months is \$1093.17 per month. Therefore, your invoice for 2024 for annual fees would be \$8745.36. You've paid \$571 for Simple Signs annual costs for 2024. The \$571 will be applied towards the Maps and Operations Hub upgrade as well. Please let me know if you have any additional questions I may answer for you.
[gWorks Enterprise Overview.pdf](#)
[gWorks Maps Hub Features](#)
[gWorks Operations Hub & Maps Hub](#)

Jessica Osterman
Account Executive
gWorks
Smarter Government| Stronger Communities| Simpler Solutions

8886087666 | 4028091717

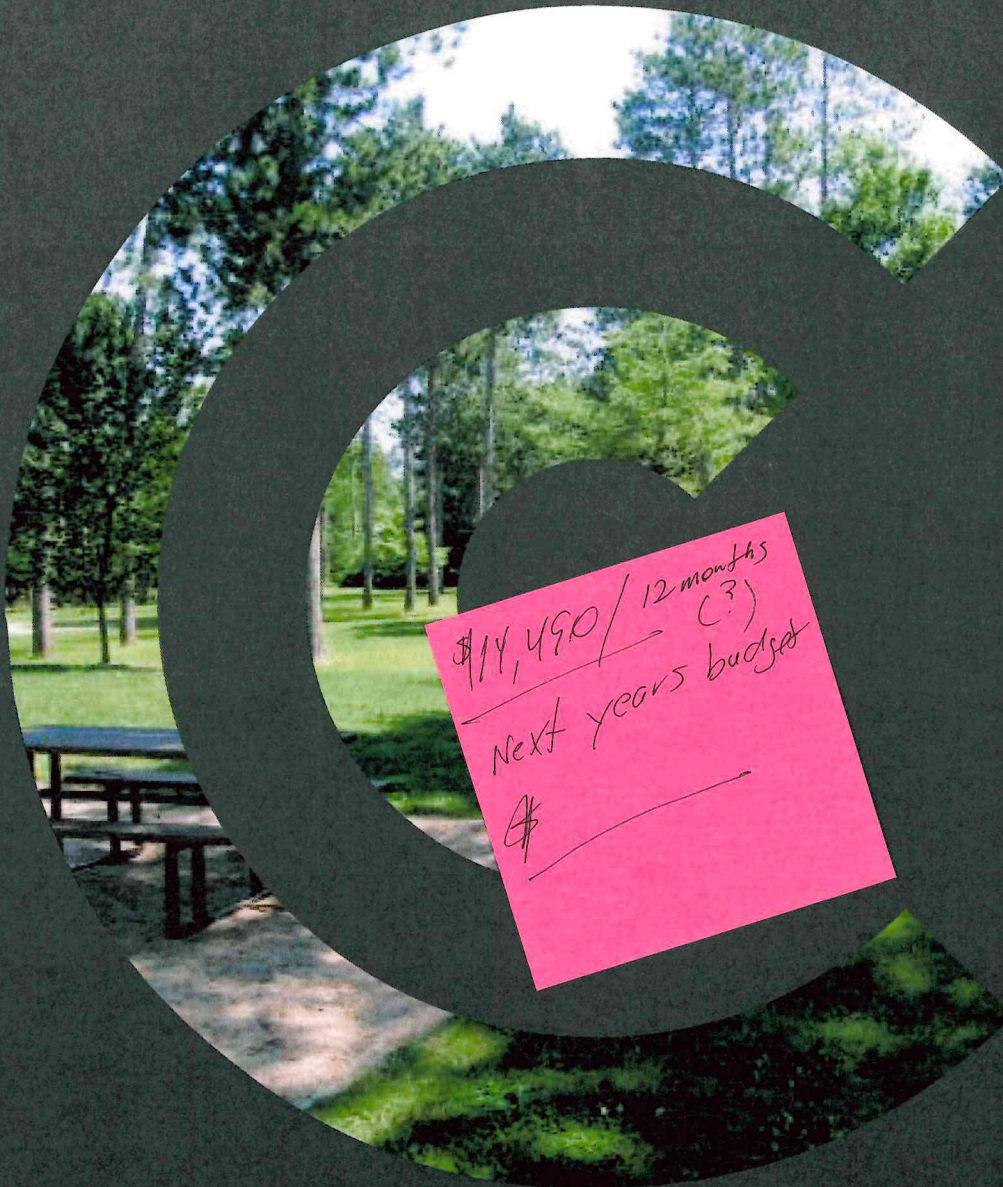
jessica@gworks.com

www.gworks.com

3905 South 148th St. Suite 200, Omaha, NE, 68144

Book time on my Calendar

Is this email not relevant to you? Click [here](#)



\$14,490 / 12 months
(?)
Next years budget
\$ _____

Professional Services Proposal and Qualifications
Professional GIS Services

GIS Based Asset Management
Village of Kronenwetter

Copyright © 2023 Cedar Corporation

January 5, 2024

Mr. Leonard Ludi, Public Works Director
Village of Kronenwetter
1582 Kronenwetter Drive
Kronenwetter, WI 54455

RE: GIS SERVICES PROPOSAL

Dear Mr. Ludi:

Thank you for the opportunity to submit our proposal for GIS services. Cedar Corporation understands that the Village of Kronenwetter is seeking a consultant that will assist the Village in the creation and maintenance of an online Geographic Information Systems (GIS). The project will consist of the creation of multiple GIS datasets, online maps and applications, and training on how to effectively maintain the online GIS.

Cedar Corporation is a full-service engineering, architectural, environmental, and planning firm with regional offices located in Green Bay, Menomonie, Madison, and Cedarburg, Wisconsin. This project will be serviced out of our Green Bay Office. The project will be led and managed by Nicole Barbiaux, GIS Coordinator for Cedar Corporation who has more than 10 years of experience working with GIS databases, online maps, and applications, and working with communities to provide effective management decisions using GIS based solutions. Nicole also serves on the Wisconsin Land Information Association board of directors.

Our proposal includes a communication-based approach that will keep the Village informed of project progress, help make critical decisions on data creation and what information will be included in final online maps and applications. Attached is a tentative work plan divided into phases to assist with budgeting for this project. All phased items are open to discussion and reprioritization.

Cedar Corporation is very excited about this opportunity to assist the Village of Kronenwetter in building and helpful and cost-effective GIS system.

Sincerely,

CEDAR CORPORATION

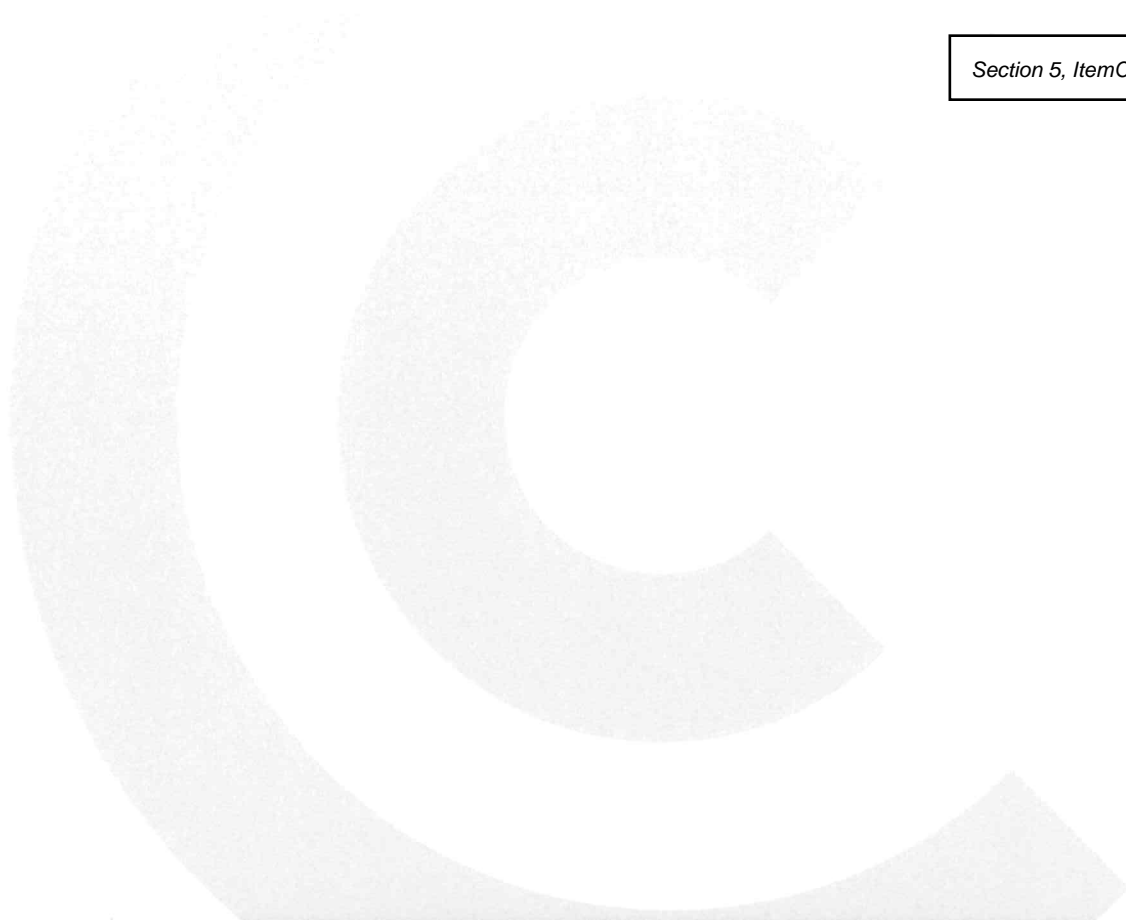

Ken Jaworski
Senior Consultant


Nicole Barbiaux
GIS Coordinator

TABLE OF CONTENTS



Section	Page
Statement of Interest	3
Firm Overview	5
Work Plan and Schedule	9
Proposed Cost	13
Firm Experience & Project Team	15



FIRM OVERVIEW

WHO IS CEDAR?

(CORPORATE BACKGROUND)

Our mission, as a full service design and engineering firm, is to provide the highest standards of design excellence and service to our clients. Our goal is to develop a team relationship between our clients and our staff. We possess the technical expertise necessary to meet the demands of our clients on a timely basis and within budget guidelines.

Repeat business with numerous public and private clients attests to our ability to assemble a team concept with our clients working within their guidelines. Confident of this, we respectfully submit this summary of Cedar Corporation for your review.

SERVICES

Cedar Corporation is a full-service firm with disciplines in engineering, architecture, environmental, planning, economic development, landscape architecture, and surveying. Founded in 1975, the company has grown in size to its present staff of 95. We have continued to grow because of our commitment to providing comprehensive service and effective communication with our clients. Our staff is dedicated to the principles on which the firm was developed: exemplary service to clients, professionalism, and use of state-of-the-art technology.

LOCATION

1695 Bellevue Street
Green Bay, WI 54311
www.cedarcorp.com

PHILOSOPHY

We recognize that our clients are most concerned with three major issues as they engage the services of consultants - quality, timeliness, cost. Cedar Corporation undertakes each project with a pledge to our clients that they will receive the best value-per-dollar spent on their projects.



PROFESSIONAL SERVICES

Cedar Corporation provides a wide range of professional services to deliver projects in the areas of Community Infrastructure, Architecture, and Environmental Services. The categories below call out the nine (9) major areas of service provided to a variety of government and private market sectors. Within the nine categories are nearly 100 types of professional services and/or deliverables. Cedar's value may come in the form of a single service or deliverable, but just as often from an integrated group of services managed to meet our customer's broader needs. At Cedar, we are very confident in our capabilities and expertise to address a wide range of public and private client needs in any of the service groups listed below.



Architectural Services



Economic Development



Environmental Services



Municipal Engineering



Planning and Grants



Structural Engineering



Transportation Engineering



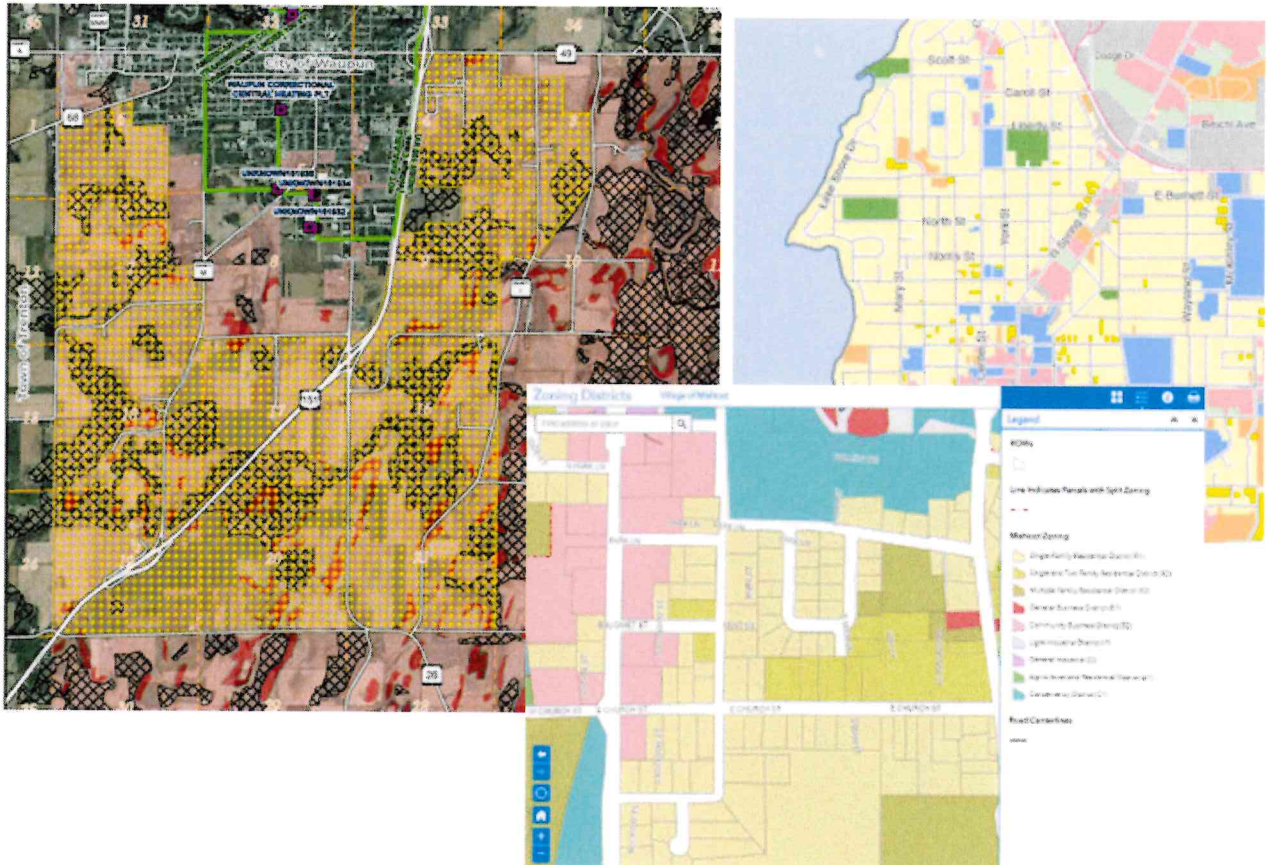
Water Resource Engineering



Wetland Delineations

Geographic Information Services (GIS)

SERVICES



Service Overview

Cedar Corporation provides innovative GIS-based solutions to provide stunning products, effective community solutions, and data analysis to inform planning and management decisions. Our solutions provide opportunities to link in field data to an online GIS management system.

Expertise

- Custom map design and printing
- Asset Database Management
- Utility System Mapping
- Online Maps and Applications
- Mobile Field Applications
- Land Use Inventories
- Zoning Map Updates
- Spatial Analysis
- Cemetery Mapping
- Solar Suitability Assessment Mapping

WORK PLAN AND SCHEDULE

WORK PLAN AND SCHEDULE

Scope of Services

We understand this project to be building a GIS database of the Village of Kronenwetter's assets and to create interactive online dashboards for each dataset for the village's staff and public (when appropriate) to be able to visualize this GIS data. Below is a tentative schedule divided into phases to assist with budgeting for this project. All phased items are open to discussion and reprioritization.

Plan Phases

Phase 1: Project Start Up (February 2024/March 2024)

1.1 Kickoff Meeting (Meeting #1) – An in-person kickoff meeting will be held between Cedar Corporation and the Village to start the project. At this meeting, an overview of the project will be given as well as the project scope of work and timeline. An overview of the existing data will also be discussed along with how the Village will provide the existing data to Cedar Corporation, if the data is not provided at the kickoff meeting.

1.2 Review Existing Data – Cedar Corporation will review the Village's existing data formats and work with Village staff to determine if further information will be needed for the project.

1.3 Set up ESRI ArcGIS Online Organizational Site – Cedar Corporation staff will assist the Village to set up an ESRI ArcGIS Online Organizational site with 1 creator license (\$550/year). This will be the basis for storing the GIS datasets, online maps, and online applications. The Village will share the creator license credentials with Cedar Corporation that will be necessary to complete the project.

Phase 2: Focus Datasets (March 2024 through July 2024)

2.1 Data Conversion and Creation – Cedar Corporation staff will create GIS datasets (file geodatabase format) for the following layers:

- Water Utilities – GIS data will be created from existing CAD data provided by the Village.
- Sewer Utilities – GIS data will be created from existing CAD data provided by the Village.
- Hydrants – GIS data will be created from existing CAD data or an excel spreadsheet containing latitude and longitude information provided by the Village.
- Roadways/PASER Ratings – GIS data will be created from existing CAD data and spreadsheet information providing the most recent updated PASER ratings provided by the Village.
- Roadway Signage – GIS data will be created from existing data provided by the Village from an external source. If existing data cannot be obtained by the Village in a digital format, this layer will still be created for Village staff to collect data in the field at a later date.

WORK PLAN AND SCHEDULE

Throughout the creation of the datasets listed above, Cedar Corporation staff will have communication via email and phone discussion with Village staff to verify what attributes should be created for each GIS dataset. Assistance and maintenance to the datasets listed above will be provided by Cedar Corporation staff throughout the project duration.

2.2 Online Maps and Applications – Cedar Corporation staff will load each of the GIS datasets created in 2.1 to the established ESRI ArcGIS Online Organizational site. Cedar Corporation staff will create individual online mapping applications for water utilities, sewer systems, and roadway network (including PASER ratings and roadway signage). Cedar Corporation will work with Village staff for approval on map symbology. Other GIS layers may be included within the online mapping applications (i.e. parcels, address points, hydrology) only if they are easily accessible by Cedar Corporation staff or provided by the Village.

2.3 ArcGIS Field Maps – Cedar Corporation staff will set up ArcGIS Field Maps (mobile applications) for use by staff to access, update, and review each of the created datasets within the field. Documentation and in-person training to Village staff by Cedar Corporation staff will be provided (Meeting #2).

Phase 3: Secondary Datasets (August 2024 through December 2024)

3.1 Planning and Zoning Layers – Cedar Corporation staff will create GIS datasets and online maps (hosted on the Village's ArcGIS Online Organizational site) showing the Village's existing zoning map and future land use map from the Village's current comprehensive plan. Other GIS layers may be included within the online mapping applications (i.e. parcels, address points, hydrology) only if they are easily accessible by Cedar Corporation staff or provided by the Village.

3.2 Culvert Inventory – Cedar Corporation staff will create a culvert GIS dataset for Village staff to create a culvert inventory within the field. The dataset will include attributes for field data collection determined by Village staff.

3.3 Summary Meeting (Meeting #3) – Cedar Corporation staff will meet with Village staff to review secondary datasets. Discussion for future datasets and timeline will also take place along with other maintenance and updates that are needed.

Village Responsibilities

The Village will be responsible for the following:

- Providing Cedar Corporation all existing CAD and other digital data for the conversion and creation of GIS datasets mentioned in both Phase I and Phase II. *
- Hosting and payment to establish an ESRI ArcGIS Online Organizational Account and providing login credentials to Cedar Corporation of created account.
- Providing a meeting space for all in-person meetings. Provide a list to Cedar Corporation of all attributes that should be included in GIS datasets listed in Phase I.
- Review and provide comments/feedback on all created GIS Datasets, online maps and applications.
- Regularly monitor GIS data and communicate with Cedar Corporation when maintenance or updates are needed.

** Proposed costs assume that the quality of existing CAD data provided by the Village allows for the efficient integration of the CAD data to GIS data. Should the CAD data be substandard, additional costs could arise.*

WORK PLAN

Project Deliverables

The following deliverables will be provided by Cedar Corporation to the Village:

- GIS Datasets (file geodatabase format) for the following:
 - Water Utilities
 - Sewer Utilities
 - Hydrants
 - Roadways/PASER Ratings
 - Roadway Signage
 - Zoning
 - Future Land Use
 - Culverts
- The following online maps and applications:
 - Water Utilities online map and application
 - Sewer Utilities online map and application
 - Roadway Network online map and application
- Zoning online map and application
- Future Land Use online map and application
- Training documentation to assist Village staff in maintaining GIS datasets and online maps and applications.
- Meetings: The project proposed costs includes a total of 3 in person meetings and up to 4 virtual meetings.



PROPOSED COST

PROPOSED COST

Costs associated with the fees to undertake the tasks outlined in the deliverables as spelled out in the work plan are below.

Project Cost

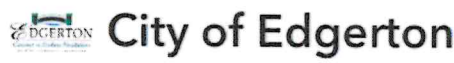
Costs associated with the fees to undertake the tasks outlined in the deliverables as spelled out below in Table 1.

Table 1: Proposed Project Cost




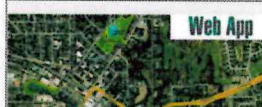
Budget Summary	Cost Estimate
Phase 1: Project Start Up	\$1,380
Phase 2: Focus Datasets	\$9,430
Phase 3: Secondary Datasets	\$3,680
Total Cost	\$14,490

FIRM EXPERIENCE & PROJECT TEAM

FIRM EXPERIENCE



Featured Data

 Overview Web application to view all information for City of Edgerton, WI.	 Voting Districts Web application to view voting districts for City of Edgerton, WI.	 Zoning Web application to view zoning for City of Edgerton, WI.	 Parks Web application to view parks and recreation areas for City of Edgerton, WI.
---	--	---	---

Cedar Corporation is pleased to be working with the City of Edgerton in an initiative to create and maintain an ArcGIS Online Organizational account. The account was created in 2023 and the City now has both internal and publicly available GIS datasets and interactive web applications. Cedar Corporation continues to provide maintenance and support for the City's ArcGIS Online account.

City of Edgerton ArcGIS Online Account

Rock County, Wisconsin

Contact:
Ramona Flanigan, *City Administrator*
City of Edgerton
Email: rflanigan@edgerton.wi.gov
Phone: 608-884-3341

FIRM EXPERIENCE



City of Menomonie

Cedar Corporation is pleased to be working with the City of Menomonie to help maintain their ArcGIS Online Organizational account specifically for their Storm and Sanitary utility systems. Internal editing maps, field inspection reports, and dashboards have all been created to assist the City's public works department in managing their utilities.

City of Menomonie ArcGIS Online Account

Dunn County, Wisconsin

Contact:

Megen Hines, *Environmental Program Coordinator*

City of Menomonie

Email: mhines@menomonie-wi.gov

Phone: 715-232-2221 Ext. 1005

FIRM EXPERIENCE



Town of Clayton

Featured Content



[Trust Center](#)

[Contact Us](#)

[Report Abuse](#)

Cedar Corporation is pleased to be working with the Town of Clayton an initiative to create and maintain an ArcGIS Online Organizational account. The account was created in 2023 and the account contains several internal GIS datasets including PASER ratings, parks, stormwater pond inspection report, and trails.

Town of Clayton ArcGIS Online Account

Winnebago County, Wisconsin

Contact:

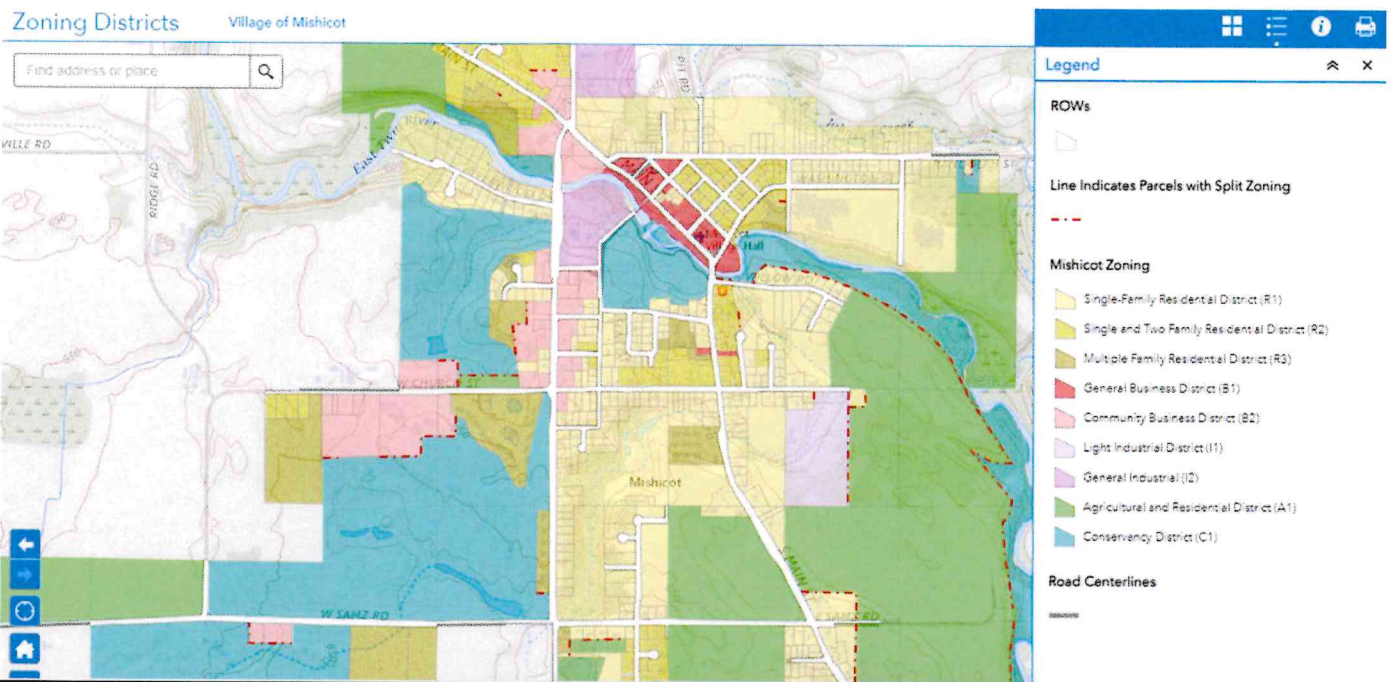
Kelly Wisnepske, *Town Administrator*

Town of Clayton

Email: administrator@claytonwinnebago.wi.gov

Phone: 920-836-2007

FIRM EXPERIENCE



Cedar Corporation was pleased to have worked with the Village of Mishicot in the creation of a publicly available zoning GIS dataset and online zoning map. Cedar Corporation continues to provide maintenance on the map and provides routine updates on the GIS dataset to make sure zoning information is up to date.

Village of Mishicot Online Zoning Map

Manitowoc County, Wisconsin

Contact:

Kathy Reissmann, *Clerk/Treasurer*

Village of Mishicot

Email: clerk@vi.mishicot.wi.gov

Phone: 920-755-2525

PROJECT TEAM



KEN JAWORSKI

SENIOR CONSULTANT/PROJECT MANAGER

Ken Jaworski brings over 35 years of experience in community comprehensive planning, land use, natural resource management, and farmland preservation. He is very experienced in zoning ordinance development and zoning administration. Ken specializes in rural community town level planning.

Areas of Expertise Include:

- Author or co-author in the development of over 80 Comprehensive Plans within Wisconsin's Smart Growth requirements
- Planning and Zoning Administration
- Farmland Preservation Plans and ordinances (DATCP certified)
- Highway Corridor Master Plans
- Land Use Plans
- Public meeting facilitation
- Development of comprehensive park and recreation plans
- Intergovernmental agreements
- Greenway Corridor and trail planning
- Grant writing and administration
- School district attendance boundary studies
- GIS mapping
- Environmental Services program supervisor
- Business development
- Contract negotiation and execution
- Expert testimony

Representative Project Experience Includes:

- On-going Planning and Zoning Administration Services for the Villages of Kekoskee, and Mishicot, and the Towns of Freedom, Clayton, Newton, Nepeuskun, and Saukville
- Comprehensive Plans for Fond du Lac County, Green Lake County, Village of Little Chute, and the Towns of Clayton, Manitowish Waters, Nepeuskun, Omro, Watertown, Winneconne, and many more
- Farmland Preservation Plans for Brown, Fond du Lac, and Green Lake Counties

Other Relevant Experience Includes:

- Dog park design
- Development of fund raising strategies for 501c3 organizations
- Conference presenter for WAPA, WTA, and other agencies

Education

Bachelor of Science in Regional Analysis, Co-Major in Geography: University of Wisconsin-Green Bay (1982)

Professional Certifications/Training

AICP: 2000

Finance and Accounting: 2001

Negotiating Win/Win Outcomes: 2000

Certified Project Manager: 1996

Instructor – Environmental Planning Course, UW-Green Bay: 1994

Professional Affiliations

American Planning Association, National and Wisconsin Chapters
Wisconsin Park and Recreation Association
Wisconsin Towns Association

Total Experience

Since 1983

MARK KUESTER

SENIOR CADD TECHNICIAN

Mark Kuester has over 29 years experience as a GIS/CADD Technician with Cedar Corporation. Mark works on all aspects of a project and works closely with engineering staff to create utility plans, grading plans, and site plans.

Areas of Expertise Include:

- CADD preparation of street, utility, and highway projects, site layouts, topographic plans, grading and drainage plans, buildings, and other structural-related projects
- Preparation of GIS maps, utility systems maps, zoning maps, assessors maps, street maps, water distribution systems maps, sanitary sewer systems maps, and storm sewer systems maps
- Assists with engineering and design of municipal, county, WisDOT, and private development projects
- Industrial/business park and railroad design experience
- Develops colored maps and exhibits for presentations
- Assists with corporate computer network management and CADD/GIS mapping training
- Subdivision and plat creation/layout
- City-wide basemap and asset creation
- Handheld GPS setup/implementation to help communicate track assets

Representative Project Experience Includes:

- Idella Ridge Subdivision, Menomonie, WI
- Elbert Subdivision, St. Croix County, WI
- Timber Valley Subdivision, Menomonie, WI
- Storm Water Management Master Plan, Village of Somerset, WI
- Storm Water Management Master Plan, City of Menomonie, WI
- Waterfront Redevelopment Plan 2004, City of Prescott, WI
- City of Menomonie Comprehensive Plan 2013-2033
- Outdoor Recreation Plan 2013-2018, Village of Somerset, WI
- Pedestrian Corridor and Safe Routes to School Plan, City of Menomonie, WI
- Spring Valley Trail, Village of Spring Valley, WI
- Kinnickinnic River Trails, UW-River Falls, WI

Education

Associate Degree in Civil Engineering Technician - Structural: Chippewa Valley Technical College (1994)

Total Experience

Since 1994

NICOLE BARBIAUX

GIS COORDINATOR

Nicole Barbiaux brings over 10 years of experience in GIS and Cartography. She is experienced in data asset management, data analytics, and visual interpretation via cartographic display. Nicole brings experience in the creation of both static maps along with interactive online maps and applications to bring data to life.

Areas of Expertise Include:

- Maintenance and Management of GIS databases
- Cartography and visual representation of data
- Data collection and creation
- Data extraction and conversion
- Spatial analysis
- Web-based GIS solutions
- Online maps and applications (Story Maps, Dashboards, Experience Builder)
- Mobile field applications
- Public engagement through online surveys and map exercises
- Database management
- Land use mapping
- Zoning mapping
- Development of procedural/training documentation

Representative Project Experience Includes:

(may include projects with previous employer)

- Online GIS Management for Cities of Menomonie and Edgerton
- Comprehensive plan mapping for City of Beaver Dam, City of Manawa, Town of LeRoy, Town of Saukville
- Outdoor recreation plan mapping for Village of Bonduel
- Online cemetery database and application creation for Cities of Plymouth and Sheboygan Falls
- City of Niagara Zoning Map, 2021
- Village of Wausaukee Zoning Map, 2021
- Luxemburg-Casco Safe Routes to School Action Plan, 2022
- Manitowoc County Parks and Open Space Plan, 2023

Education

Bachelor of Science in
Geography - GIS/Cartography:
University of Stevens Point (2010)

Professional Affiliations

Wisconsin Land Information
Association (WLIA) - Board of
Directors
Esri Wisconsin Users Group
(EWUC)

Total Experience

Since 2010



BUILDING TRUST
YOUR PROJECT • OUR PASSION

1695 Bellevue Street
Green Bay, WI 54311
920-491-9081
www.cedarcorp.com





January 12, 2024

Mr. Leonard Ludi, Public Works Director
Village of Kronenwetter
1582 Kronenwetter Drive
Kronenwetter, WI 54455

Subject: PROFESSIONAL GIS SERVICES

Dear Mr. Ludi,

Thank you for allowing us the opportunity to provide further details in Cedar Corporation's recent proposal for professional GIS services and to review the differences between Cedar's proposal and other proposal you received. While I am not too familiar with Brightly Software Inc., I did some research on the company and what they are proposing within their scope of work. The Predictor Enterprise Model Development that was proposed within the Brightly Software Inc. proposal appears to be able to provide a community the ability to predict asset lifecycles and help with capital planning. According to their webpage, it appears to be for future forecast of assets and helps a wide variety of private industries and communities in future planning. While I can see the benefits in this, such as "if I replace this asset, how will it affect the system in the future", I don't see where it can provide immediate benefits to current utility information out in the field or to be able to perform day to day field and in-office operations such as running field inspections on current assets.

The value of using Cedar Corporation as your GIS consultant are as follows: To start, Cedar Corporation uses the industry standard and leading software ArcGIS by Esri. The ArcGIS Online account that Cedar Corporation is proposing to use is "a part of" our GIS consulting services and more about managing current system assets, where they are in the field, and bringing data integration to those assets. Information such as where a hydrant is located, when that hydrant was installed, what type of valve it contains, and when it was last inspected or maintained are all at the touch of a button on any staff's mobile device. Field workers also have the capability to run inspection reports in the field or office, and filter existing data such as the quality of assets to prioritize what needs to be replaced. It also creates maps and charts to support decisions made based on real data. Another benefit to an ArcGIS Online account is that you can continually add to it. The possibilities are endless with an established ArcGIS Online account and you as the account holder will not only own all of the data but will be able to have full control over what data you want to create and the details you want to see.

In conclusion, if you partner with Cedar Corporation, you get the industry-leading software used by our GIS expert with access to a whole team of community planners, municipal engineers, former DPWs, civil design technicians, infrastructure construction technicians, and more for support as needed. Behind our GIS expertise is many years of experience working with both rural and urban communities all across Wisconsin, just like the Village of Kronenwetter. Cedar Corporation is a local Wisconsin engineering company that has been around since 1975. With offices in Menomonie, Green Bay, Madison, and Cedarburg, we are able to provide in-person meetings and training opportunities. We view each project as a partnership between Cedar Corporation and the community.

If you have any further questions related to Cedar Corporation or the proposal provided to you, please let me know.

Sincerely,

CEDAR CORPORATION

Nicole Barbiaux
GIS Coordinator

Project No. [as in AJERA, or leave blank]
Date: [Month DD, YYYY]

Confirmation of Client Request for Services
between Cedar Corporation (ENGINEER)
and [Client Name] (CLIENT)

Authorization to Perform Professional Engineering Services

ENGINEER is hereby authorized to proceed with the project listed below. The services are to be completed in a timely manner mutually agreeable with the CLIENT and ENGINEER.

Project: [Project Title]

Scope of Work: ENGINEER will complete [xxxxxxxxxxxxx].

[Note to user: list here; or insert Scope of Work as Attachment A.]

Method of Compensation: Work will be completed on a [Time & Materials / Lump Sum] basis for \$ [not-to-exceed without prior approval of CLIENT].

[Note to user: If schedule of hourly rates is used, can insert Cedar standard rate table as Attachment B, or list here.]

Payments are due and payable thirty (30) days from the date of the ENGINEER’s invoice. Amounts unpaid thirty (30) days after the invoice date shall bear interest at the rate of one percent (1%) per month from invoice date.

Timetable: Work will be completed [xxxxxxxxxxxxx].

THIS AGREEMENT is hereby approved and executed this ____ day of _____, 20__.

[CLIENT]	CEDAR CORPORATION
By: _____	By: _____
Name: _____	Name: [Client/Project Mgr. Name], [PE, AIA]
Title: _____	Title: [Professional Engineer, Architect]
By: _____	By: _____
Name: _____	Name: [Director/Principal Name], [PE, AIA]
Title: _____	Title: [Professional Engineer, Architect]

Project No. [as in AJERA, or leave blank]

Date: Month DD, YYYY

Attachment A

Scope of Work

Project Understanding: *[If needed. Delete if not used.]*

Scope of [Work / Services]:

ENGINEER will complete the following Scope of [Work/Services] for the Project, as follows.

Project No. [as in AJERA, or leave blank]
Date: Month DD, YYYY

Attachment B
Schedule of Hourly Rates

[Insert applicable rate table here.]
- OR -
[Replace this page with current Fee Schedule (for that Cedar Office, if different version for regional office).]

Project No. [as in AJERA, or leave blank]

Date: Month DD, YYYY

Attachment C - Standard Conditions

PART I - DESCRIPTION OF SERVICES

- 1.1 CEDAR CORPORATION** agrees to provide professional services for the PROJECT as more completely described in this Agreement.
- 1.2 CEDAR CORPORATION** agrees to provide all professional services within a reasonable period of time following the date of authorization to proceed by OWNER. If a special time schedule must be met for a PROJECT, it shall be specifically set forth in this Agreement.

PART II - CLIENT'S RESPONSIBILITIES

Client, at its expense, shall do the following in a timely manner so as not to delay the services,

2.1 INFORMATION/REPORTS

Furnish Cedar Corporation with all reports, studies, site characterizations, regulatory orders, and similar information in its possession relating to the Project. Unless otherwise specified in Part I, Cedar Corporation may rely upon Client-furnished information without independent verification in performing the Service.

2.2 REPRESENTATIVE

Designate a representative for the project who shall have the authority to transmit instructions, receive information, interpret and define Client's policies, and make decisions with respect to the services.

2.3 GIVE NOTICE

Give prompt written notice to Cedar Corporation whenever Client observes or otherwise becomes aware of any defect in the Project or other event which may substantially affect performance of services under this Agreement.

PART III - BILLING, AND PAYMENT

- 3.1** Cedar Corporation will periodically bill the client with net payment due in 30 days. Unless Client provides Cedar

Corporation with a written objection to the bill within 15 days of receipt, Client shall be deemed to accept the bill as submitted.

- 3.2** Where Client disputes some portion of the charges contained in Cedar Corporation's bill for services, he shall make payment of that portion of the bill which is undisputed. In no case may Client elect to withhold payment to Cedar Corporation of the entire amount due.

- 3.3** If Client fails to make any payment due Cedar Corporation for services and expenses after receipt of Cedar Corporation's bill therefore, the amounts due Cedar Corporation shall bear interest from invoice date at the rate set forth in this agreement, or in the absence thereof at the legal rate prevailing from time to time at the principal place of business of Cedar Corporation. In addition Cedar Corporation may, after giving ten (10) days written notice to Client, suspend services under this agreement until paid in full all amounts due under this agreement. In the event Client does not pay, or does not pay timely, Cedar Corporation shall be entitled to collect from Client all amounts due plus expenses, including but not limited to attorney fees, incurred by Cedar Corporation in connection with collection efforts, in addition, the reasonable value of Cedar Corporation's time spent in connection with collection efforts, computed at Cedar Corporation's prevailing fee schedule.

PART IV - STANDARD TERMS AND CONDITIONS

4.1 STANDARD OF CARE.

Services shall be performed in accordance with the standard of professional practice ordinarily exercised by the applicable profession at the time and within the locality where the services are performed. Professional services are not subject to, and Cedar Corporation cannot provide any warranty or guarantee, either express or implied. Any such warranties or guarantees contained in any purchase orders, Client action, requisitions or notices to proceed issued by Client are specifically

objected to by Cedar Corporation.

- 4.2 CHANGE OF SCOPE.** The Scope of Services set forth in this Agreement and in any addenda to the Agreement is based on facts known at the time of execution of this Agreement, including, if applicable, information supplied by Client. For some projects involving conceptual or process development services, scope may not be fully definable during initial phases. As the project progresses, facts discovered may indicate that scope must be redefined.

- 4.3 SAFETY.** Cedar Corporation has established and maintains corporate programs and procedures for the safety of its employees. Unless specifically included as a service to be provided under this Agreement, Cedar Corporation specifically disclaims any authority or responsibility for general job site safety and safety of persons other than Cedar Corporation employees.

- 4.4 DELAYS.** If events beyond the control of Client or Cedar Corporation, including, but not limited to, fire, flood, explosion, riot, strike, war, process shutdown, act of god or the public enemy, and act or regulation of any government agency, result in delay to any schedule established in this Agreement or in any Addenda to this Agreement, then such schedule shall be amended to the extent necessary to compensate for such delay. In the event such delay exceeds 60 days, Cedar Corporation shall be entitled to an equitable adjustment in compensation.

- 4.5 TERMINATION.** Either party may terminate this Agreement at the end of the term hereof, or any extension thereof, upon 30 days written notice to the other party as provided at PART I above.

Also, this Agreement may be terminated by either party if the other party fails to fulfill its obligations under this Agreement through no fault of the terminating party. No such termination may be effected unless the other party is given not less than ten calendar day's

written notice of intent to terminate and an opportunity for correcting the default and for consultation with the terminating party before termination. If Cedar Corporation terminates as a result of Client default or the Client terminates for cause, Cedar Corporation shall be paid for services performed to the termination date including reimbursable expenses due. Upon receipt of the terminating action, Cedar Corporation shall promptly discontinue all services unless the notice directs otherwise, and upon receipt of final compensation make available to Client all appropriate documents prepared under the Agreement whether completed or in process.

- 4.6 OPINIONS OF PROBABLE CONSTRUCTION COST.** Any opinion of probable construction costs prepared by Cedar Corporation is supplied for the general guidance of the Client only. Since Cedar Corporation has no control over competitive bidding or market conditions, Cedar Corporation cannot guarantee the accuracy of such opinions as compared to contract bids or actual costs to Client.

- 4.7 RELATIONSHIP WITH CONTRACTORS.** Cedar Corporation shall serve as Client's professional representative for the services, and may make recommendations to Client concerning action relating to Client's contractors. However, Cedar Corporation specifically disclaims any authority to direct or supervise

the means, methods, techniques, sequences or procedures of construction selected by Client's contractors.

- 4.8 CONSTRUCTION REVIEW.** For projects involving construction, Client acknowledges that under generally accepted professional practice, interpretations of construction documents in the field are normally required, and that performance of construction-related services by the design professional for the municipal project permits errors or omissions to be identified and corrected at comparatively low cost. Client agrees to hold Cedar

Project No. [as in AJERA, or leave blank]

Date: Month DD, YYYY

Corporation harmless from any claims resulting from performance of municipal services by persons other than Cedar Corporation.

4.9 INSURANCE. Cedar Corporation will maintain insurance coverage for Professional Liability, Comprehensive General, Automobile, Workers Compensation, and Employer's Liability in amounts in accordance with applicable legal requirements as well as Cedar Corporation's business requirements. Certificates evidencing such coverage will be provided to Client upon request.

4.10 ALLOCATION OF RISKS. To the fullest extent permitted by law, Cedar Corporation shall indemnify and hold harmless, Client, Client's officers, directors, partners, and employees from and against any and all costs, losses, and damages (including but not limited to all fees and charges of engineers, architects, attorneys, and other professionals, and all court or arbitration or other dispute resolution costs) caused solely by the negligent acts or omissions of Cedar Corporation or Cedar Corporation's officers, directors, partners, employees, and Cedar Corporation's consultants in the performance and furnishing of Cedar Corporation's services under this Agreement.

To the fullest extent permitted by law, Client shall indemnify and hold harmless Cedar Corporation, Cedar Corporation's officers, directors, partners, employees, and Cedar Corporation's consultants from and against any and all costs, losses, and damages (including but not limited to all fees and charges of engineers, architects, attorneys, and other professionals, and all court or arbitration or other dispute resolution costs) caused solely by the negligent acts or omissions of Client or Client's officers, directors, partners, employees, and Client's consultants with respect to this Agreement or the Project.

To the fullest extent permitted by law, Cedar Corporation's total liability to Client and anyone claiming by, through, or under

Client for any cost, loss, or damages caused in part by the negligence of Cedar Corporation and in part by the negligence of Client or any other negligent entity or individual, shall not exceed the percentage share that Cedar Corporation's negligence bears to the total negligence of Client, Cedar Corporation, and all other negligent entities and individuals.

4.11 HAZARDOUS MATERIAL. Hazardous materials may exist at a site where there is no reason to believe they could or should be present. Cedar Corporation and Client agree that the discovery of unanticipated hazardous materials constitutes a changed condition mandating a renegotiation of the Project scope of work. Cedar Corporation agrees to notify Client as soon as practically possible should unanticipated hazardous materials or suspected hazardous materials be encountered. Client acknowledges and agrees that it retains title to all hazardous material existing on the site and shall report to the appropriate federal, state or local public agencies, as required, any conditions at the site may present a potential danger to the public health, safety or the environment. Client shall execute any manifests or forms in connection with transporting or storage and disposal of hazardous materials resulting from the site or work on the site or shall authorize Cedar Corporation to execute such documents as Client's agent. Client waives any claim against Cedar Corporation and agrees to defend, indemnify, and save Cedar Corporation harmless from any claim or liability for injury or loss arising from Cedar Corporation's discovery of unanticipated hazardous materials or suspected hazardous materials.

4.12 ACCESS. Client shall provide Cedar Corporation safe access to any premises necessary for Cedar Corporation to provide the services.

4.13 REUSE OF PROJECT DELIVERABLES. Reuse of any documents or other deliverables, including electronic media, pertaining to the project by Client for any purpose other than that for which such documents or deliverables were originally prepared, or alteration

of such documents or deliverables without written verification or adaptation by Cedar Corporation for the specific purpose intended, shall be at the Client's risk. Further, all title blocks and the engineer's seal, if applicable, shall be removed if and when Client provides deliverables in electronic media to another entity. Client agrees that relevant analyses, findings and reports provided in electronic media shall also be provided in "hard copy" and that the hard copy shall govern in the case of a discrepancy between the two versions, and shall be held as the official set of drawings, as signed and sealed. Client shall be afforded a period of thirty (30) days in which to check the hard copy against the electronic media. In the event that any error or inconsistency is discovered within such thirty (30) day period it shall be corrected at no additional cost to Client. Following the expiration of this thirty (30) day period, Client shall bear all responsibility for the care, custody and control of the electronic media. In addition, Client represents that it shall retain the necessary mechanisms to read the electronic media, which Client acknowledges to be of only limited duration. Client agrees to defend, indemnify, and hold harmless Cedar Corporation from all claims, damages, and expenses (including reasonable litigation costs), arising out of such reuse or alteration by Client or others acting through Client. Cedar Corporation agrees that all plans, engineering designs, electronic and computer data and imagery relating to Client's projects are the property of the Client and shall be presented to Client at no additional cost upon written request.

4.14 AMENDMENT. This Agreement, upon execution by both parties hereto, can be amended only by a written instrument signed by both parties.

4.15 ASSIGNMENT. Except for assignments (a) to entities which control, or are controlled by, the parties hereto or (b) resulting from operation of law, the rights and obligations of this Agreement cannot be assigned by either party without written permission of the other party. This Agreement shall be binding upon and inure to the benefit of

any permitted assigns.

4.16 DISPUTE RESOLUTION. Parties shall attempt to settle disputes arising under this agreement by discussion between the parties senior representatives of management. If any dispute cannot be resolved in this manner within a reasonable length of time, parties agree to attempt non-binding mediation or any other method of alternative dispute resolution prior to filing any legal proceedings. In the event any actions are brought to enforce this Agreement, the prevailing party shall be entitled to collect its litigation costs, including attorneys' fees from the other party.

4.17 NO WAIVER. No waiver by either party of any default by the other party in the performance of any particular section of this Agreement shall invalidate any other section of this Agreement or operate as a waiver of any future default, whether like or different in character.

4.18 NO THIRD-PARTY BENEFICIARY. Nothing contained in this Agreement, nor the performance of the parties hereunder, is intended to benefit, nor shall inure to the benefit of, any third party, including Client's municipal project contractors.

4.19 SEVERABILITY. The various terms, provisions and covenants contained in this Agreement or any addenda shall be deemed to be separate and severable, and the invalidity or unenforceability of any of them shall not affect or impair the validity or enforceability of the remainder.

4.20 AUTHORITY. The persons signing this Agreement warrant that they have the authority to sign as, or on behalf of, the party for whom they are signing.

4.21 OTHER. Cedar Corporation reserves the right to enter into agreements with other design professionals for portions of the work included under this Agreement. Where this subagreement would represent a major portion of the design work, Cedar Corporation shall receive approval of Client for this subagreement.



PREPARED FOR

Village Of Kronenwetter ("Subscriber")

1582 Kronenwetter Drive

Kronenwetter, WI 54455

PREPARED BY

Brightly Software Inc ("Company")

11000 Regency Parkway, Suite 300

Cary, NC 27518

Dude Solutions is now Brightly. Same world-class software, new look and feel.

Meet Brightly at brightlysoftware.com

PUBLISHED ON

January 26, 2024



Q-385451

Sourcwell/NJPA purchasing contract

- <https://www.sourcwell-mn.gov/cooperative-purchasing/090320-sdi#tab-contract-documents> (<https://www.sourcwell-mn.gov/cooperative-purchasing/090320-sdi#tab-contract-documents>).
- Contract #090320-SDI

Subscription Term: 34 months (03/01/2024 - 12/31/2026)

Cloud Services					
Item	Start Date	End Date	Pricing Based On	Discount % Sourcewell	Investment
- Predictor Streets/ Signs/ Sidewalks	3/1/2024	12/31/ 2024		21.00%	Included
Capital Predictor Enterprise	3/1/2024	12/31/ 2024	7,210.00 Population	21.00%	5,427.96 USD
Predictor Water Distribution	3/1/2024	12/31/ 2024	7,210.00 Population	21.00% 61.62%	1,666.67 USD
					Subtotal: 7,094.63 USD
Professional Services					
Item	Pricing Based On		Discount % Sourcewell		Investment
Predictor Enterprise Implementation Promotion	One-Time Promotion				-5,672.40 USD
					Subtotal: 13,887.60 USD



Professional Services			
Item	Pricing Based On	Discount % Sourcewell	Investment
Capital Predictor Enterprise Implementation	One-Time		19,560.00 USD
			Subtotal: 13,887.60 USD
Total Initial Investment			20,982.23 USD

- To be eligible for the Predictor Enterprise Implementation promotional pricing proposal must be accepted by December 30, 2023.



Cloud Services			
Item	Discount % Sourcewell	Investment Year 2 Start Date: 01/01/ 2025	Investment Year 3 Start Date: 01/01/ 2026
- Predictor Streets/ Signs/Sidewalks	21.00%	Included	Included
Capital Predictor Enterprise	21.00%	6,904.36 USD	7,318.62 USD
Predictor Water Distribution	21.00% 61.62%	2,120.00 USD	2,247.20 USD
Total:		9,024.36 USD	9,565.82 USD



Predictor Enterprise Model Development

Statement of Work

Package 1

Purpose

The purpose of the Predictor Enterprise Model Development, as scoped herein, is to build the working first-generation asset lifecycle model* required to realize the value that a Predictor Enterprise subscription has to offer in support of the Client's infrastructure investment planning processes. To facilitate this outcome, a Brightly's (Company) Selected Consultant (Consultant) will use their expertise along with the Client's provided data and input, to develop a lifecycle model.

Value

By partnering with Brightly, you are provided expert consulting and configuration of Predictor Enterprise. In summary, the scope of the proposed Predictor Enterprise Model Development Service includes:

- Consultant to build lifecycle model(s) for the asset class(es) identified in this SOW and using the Client's data;
- Client data loaded into the lifecycle model(s) in Predictor using the asset class(es) identified in this SOW and using the Client's data and input;
- One (1) month of online support provided directly by the Consultant. This service is designed to provide Client staff with assistance in matters related to reporting; troubleshooting, and refining the previously delivered lifecycle model(s);

*A "first-generation lifecycle model" is a fully functional Predictor Enterprise lifecycle model that can be used to present reports and explore the functional aspects of Predictor Enterprise software. However, the term 'first-generation' is used to qualify that while the model is built using the Consultant's expertise, it may not yet be mature or accurate enough for actual decision-making purposes since additional client input is required. Also note that a single model applies to a single asset class. For example, a model built for pavement would not include information about signage or street markings.

Per this scope of services, a lifecycle model will be developed for the asset class(es) identified below:

- Pavement

Methodology and Approach

Task 1: Pre-Workshop Kick-Off Meeting and Preparation

Consultant will work with the Client's designated Project Manager to facilitate a Kick-Off Meeting and prepare themselves and the Client's project team for the data gathering.



Sub-Task 1.1: Kick-Off Meeting

Remote Task:

The purpose of the Kick-Off Meeting is to:

1. Review project goals and objectives;
2. Review data requirements;
3. Review available data sources and decision support criteria;
4. Address any scope, logistical, or scheduling questions.

Sub-Task 1.2: Initial Model Preparation

Remote Task:

Project preparation tasks during this phase of the project will include:

1. Consultant will review relevant information provided by the Client, including data sources (such as GIS), decision support processes, plans, assessment reports, and other information that will be beneficial to the project outcomes. Consultant will advise Client of any schema or data changes required for a successful model. Consultant may make assumptions or calculate additional fields so the model may proceed to be built in a timely manner if required changes to source data are not completed by the Client in a timely manner.
2. Access to Company online Predictor Enterprise resources will be provided. An email will be issued to designated Client staff with links to access the software, Knowledge Base, and eLearning videos. A meeting with a Client IT representative may be necessary if there are any installation questions.

Client Responsibilities

1. Designate a Project Manager. This person will interact directly with the Consultant to set meeting times, coordinate staff, direct feedback, approve invoices and other tasks as required to help keep the project on track.
2. Determine who will participate in the data gathering and model review. Company suggests that participants include both personnel who are actively involved in plan decision making and personnel who are responsible for managing data that contributes to the decision-making processes.
3. Determine and assemble data sources that will be used in Predictor Enterprise. This should include any existing condition rating systems, decision support criteria used to determine repair, rehabilitate, & replace, and budget & planning strategies. These resources will be provided to the Consultant for review prior to the initial model preparation.
4. Complete data schema and/or data updates recommended by the consultant and provide updated data to Consultant.
5. Consultant will host any required meetings using online screen sharing software (WebEx, Zoom, or similar). The Client is responsible for ensuring remote access for all Client participants.

Deliverables

1. A remotely facilitated Project Kick-Off Meeting, to be facilitated by Company's Solutions Consultant and



attended by applicable Client and Consultant team members.

Task 2: Lifecycle Model Building

Remote Task: Two-day duration per asset type

Consultant will utilize Client data and input to refine the asset lifecycle model for the scoped asset(s).

The format is as follows:

1. Initial Model Presentation and Discussion

Workshop Session 1:

Participants: Senior Managers, Asset System Managers and their designee(s), GIS staff, Project Manager

Consultant will step the workshop participants through the initial model, explaining the criteria used and the results. This will include:

- a. Treatment parameters. The types of treatments that are currently being used, criteria for triggering treatments, and treatment effects.
- b. Service State (aka Condition) criteria. Criteria for determining the service state of assets, including condition scoring, likelihood of failure, age, and other criteria as it would be used for decision making.
- c. Lifecycle criteria such as material, size, location, era of installation, and other criteria that contributes toward defining the life expectancy of assets.
- d. Degradation Profile. The deterioration curve of the asset(s).
- e. Decision criteria. Additional decision criteria other than service state that will be used in the lifecycle model. Examples include material, criticality, capacity, location etc.
- f. Decision Model. How all the criteria come together to trigger treatments and their effects in a decision model.
- g. Costing data for each treatment, which are determined in the unit of measure for the asset(s).
- h. Budget caps. At least one simulation should be built on existing budgets. Other simulations may be created that vary the budget amounts.
- i. Data structure. Evaluate how the Client's data matches up to the decision criteria. Make note of modifications that may need to be performed.
- j. Forced projects. Any projects that the Client is already committed to may be identified and forced to happen in the designated year in the model simulation.

Client will have the opportunity to provide some input for the model during this session, which may be incorporated at the Consultant's sole discretion to further enhance the initial model.

2. Wrap Up



Workshop Session 2:

Participants: Project Manager and others to be determined

This time will be used to review the first-generation asset lifecycle model and review the results and available reporting

Client Responsibilities

1. Consultant will host the meetings using online screen sharing software (WebEx, Zoom, or similar). The Client is responsible for ensuring remote access for all Client participants.
2. Client staff should arrive prepared with all digital and paper-based information deemed relevant to the workshop.

Deliverables

1. Remote Workshop session facilitated by an Company Selected Consultant as described herein.
2. Predictor Enterprise model files as developed.
3. Copies of any data that has been modified during the process.

Task 3: Post Workshop Support

Remote Task: duration is as needed

During the one (1) month period immediately following delivery of the first-generation Predictor Enterprise lifecycle models, the Consultant will remain the primary contact for support as it becomes desired by the Client staff who participated in the Task 2 workshop. The purpose of this support period is to provide Client staff an opportunity to ask questions on the lifecycle model(s), reports, data, or other material deemed necessary by the Client to extend the value of the Predictor Enterprise subscription. This support is in addition to Company's standard support services.

1. All support will be provided through email, scheduled online meetings, and phone conferences. The Client Project Manager will schedule the support activities with the Company Solutions Selected Consultant prior to each event.
2. At Consultant's sole discretion, the Consultant may engage in some additional development of lifecycle models, reports, or other material in consultation with the Client as deemed appropriate.
3. Support are limited to staff who participate in the workshop, but the services provided by Consultant during this phase includes help for workshop participants to communicate to other Client staff.

Project Assumptions



Company has made the following general assumptions in this SOW to derive the estimated cost for this project. It is the responsibility of Client to validate these assumptions, which include Client responsibilities before signing the Acceptance. Deviations from these assumptions may impact Company's ability to successfully complete the project. Any changes in scope, schedule, or costs will be documented by the Project Coordinator, whether there is a cost impact or not.

- Company and Consultant are not responsible for delays caused by missing data or other configuration information that is required to be available prior to the consulting service. Having the requested data and configuration information available prior to the consulting service may minimize delays so progress can be made quickly.
- Client shall use best efforts to Identify of all project-related key information to allow the project schedules to begin on time. Any changes to key information after Project kickoff may require a Change Controls.
- Parties agree to provide timely responses to task-related emails or phone calls to enable on-time completion of all assignments.
- At least 24-hour notice cancellation shall be given by the Parties if required members for any scheduled meeting cannot attend. This shall allow sufficient time to cancel/re-schedule the meeting as soon as possible to keep the project on schedule.
- Prerequisite data gathering, which may relate to an orientation call or requirements gathering meeting, must be completed prior to the scheduled meeting. A productive meeting requires that the data gathering be complete in advance of the meeting.

Excluded from Services

For the avoidance of doubt, the following services are not included:

- Unless otherwise included in the Consulting service, evaluation of your current practices, policies, procedures, or personnel for the purposes of performance or other improvements.
- Troubleshooting any issues related to your IT infrastructure, including computer software not provided by Brightly and/or GIS or other systems.
- Migration of data from other systems or locations, unless specified on the Order Form.
- Updating any of your source data.
- Export of data to any other systems or third parties other than those specified on the Order Form.
- Training in Predictor software/model development.

Milestone Billing - Invoice Schedule

Invoicing for the Predictor Enterprise Model Development service will be provided as delivery milestones are met. Below is the schedule for the billing milestones and the related percentage.



Predictor Enterprise Model Development Milestones	Description	Percentage
Kickoff and Data Gathering	Kickoff meeting and initial model preparation (Task 1)	50%
Workshop Sessions and Wrap Up	Lifecycle model building, workshop sessions and wrap up (Task 2)	50%



Order terms

- By accepting this Order, and notwithstanding anything to the contrary in any other purchasing agreement, Subscriber agrees to pay all relevant Subscription Fees for the full Subscription Term defined above.
- Payment terms: Net 30
- Billing frequency for Cloud Services will be Annual.
- First Cloud Services invoice to be sent on or around .
- The "Effective Date" of the Agreement between Subscriber and Company is the date Subscriber accepts this Order.
- This Order and its Offerings are governed by the terms of the Brightly Software, Inc. Master Subscription Agreement found at <http://brightlysoftware.com/terms> (<http://brightlysoftware.com/terms>) ("Agreement"), unless Subscriber has a separate written agreement executed by Brightly Software, Inc. ("Company") for the Offerings, in which case the separate written agreement will govern. Acceptance is expressly limited to the terms of the Agreement. No other terms and conditions will apply. The terms of any purchase order or similar Subscriber document are excluded and such terms will not apply to the Order and will not supplement or modify the Agreement irrespective of any language to the contrary in such document.
- To the extent professional services are included in the Professional Services section of this Order, the Professional Services Addendum found at <http://brightlysoftware.com/terms> (<http://brightlysoftware.com/terms>) is expressly incorporated into the Agreement by reference.
- During the Subscription Term, Company shall, as part of Subscriber's Subscription Fees, provide telephone and email support ("Support Services") during the hours of 8:00 AM and 6:00 PM EST, (8:00 am – 8:00 pm EST for Community Development Services) Monday through Friday ("Business Hours"), excluding Company Holidays.
- Company maintains the right to increase Subscription Fees within the Subscription Term by an amount not to exceed the greater of prices shown in the investment table or the applicable CPI and other applicable fees and charges every 12 months. Any additional or renewal Subscription Terms will be charged at the then-current rate.
- Acceptance of this Order on behalf of a company or legal entity represents that you have authority to bind such entity and its affiliates to the order, terms and conditions herein. If you do not have such authority, or you do not agree with the terms set forth herein, you must not accept this Order and may not use the Offerings.
- Proposal expires in sixty (60) days.
- Subscriber shall use reasonable efforts to obtain appropriation in the full amount required under this Order annually. If the Subscriber fails to appropriate funds sufficient to maintain the Offerings described in this Order, then the Subscriber may terminate the Offerings at no additional cost or penalty by giving prior written notice documenting such non-appropriation. Subscriber shall use reasonable efforts to provide at least thirty (30) days prior written notice of non-appropriation. Subscriber agrees non-appropriation is not a substitute for termination for convenience, and further agrees Offerings terminated for non-appropriation may not be replaced with functionally similar products or services prior to the expiration of the Services Term set forth in this Order. Subscriber will not be entitled to a refund or offset of previously paid, but unused Fees.

**Additional information**

- Prices shown above do not include any taxes that may apply. Any such taxes are the responsibility of Subscriber. This is not an invoice. For customers based in the United States, any applicable taxes will be determined based on the laws and regulations of the taxing authority(ies) governing the "Ship To" location provided by Subscriber. Tax exemption certifications can be sent to accountsreceivable@brightlysoftware.com (<mailto:accountsreceivable@brightlysoftware.com>).
- Billing frequency other than annual is subject to additional processing fees.
- Please reference Q-385451 on any applicable purchase order and email to Purchaseorders@Brightlysoftware.com (<mailto:Purchaseorders@Brightlysoftware.com>)
- Brightly Software, Inc. can provide evidence of insurance upon request.



Illuminate: Bringing the best Ideas to Light

Brightly's Illuminate conference is a place for operations and asset management leaders to gather and share our collective wisdom, spotlighting the best new ideas and learning from one another to realize a brighter future. Take stock of where you've been and plan for where you're going while connecting with industry peers and experts as passionate to help their organizations thrive as you are.

Brightly's Illuminate conference is a gathering of the brightest minds in operations and asset management, where you can connect with leaders in their field, exchange expertise, and uncover new opportunities to realize a brighter future

Illuminate is March 11th-14th. Attendees are in for the best in-person conference yet, with more knowledge, training, and technology than ever before.

Enlighten

Share your expertise and level up your knowledge with hands-on education and training you can bring back to your team.

Envision

Explore the brightest ideas and smartest solutions to elevate the work your organization is doing and realize your vision for the future.

Engage

Broaden your professional network by sharing wisdom with fellow operations and asset management leaders.

Admission for Illuminate is \$995 for tuition only and \$1895 for the "Brightly Bundle". The Brightly Bundle includes meals, a 4-night hotel stay and tuition. Registration is open beginning October 1st, 2023 through March 8th, 2024.





Signature

Presented to:

Q-385451
November 17, 2023, 4:28:28 PM

Accepted by:

Printed Name

Signed Name

Title

Date



Data Security + Brightly: Top 10 FAQs for IT departments



AWS benefits:

- Guaranteed availability
- Predictable total cost of ownership
- Instant elasticity/scalability
- Real-time monitoring
- Regularly delivered/vendor managed
- Data redundancy
- Data durability
- Data security
- Faster deployments

1. What are all inbound and outbound firewall requirements to connect to and use your product?

There are no inbound firewall requirements. All application communication is over http and https ports (80 and 443).

If your organization filters outbound traffic you will need to allow port 80 and 443 traffic access to *.brightlysoftware.com.

2. Where is your application hosted?

Brightly uses multiple availability zones in the AWS US-East-1 region (Northern Virginia).

3. What are the security certifications and policies in place for your data center infrastructure and your organization?

Brightly hosts our SaaS (software as a service) applications in highly secure and available AWS data center infrastructure. AWS regularly achieves third-party validation for thousands of global compliance requirements that are continuously monitored to meet security and compliance standards across all types of businesses. The standards supported by AWS include PCI-DSS, HIPAA/HITECH, FedRAMP, GDPR, FIPS 140-2, and NIST 800-171, helping satisfy compliance requirements for virtually every regulatory agency around the globe.

Brightly' information security policy framework is based on the ISO/IEC 27001:2013 Information Security Management standards and addresses controls appropriate to insure the confidentiality, integrity, and availability of client data. Our security policies and procedures are based on security best practices such as frequent user security training, regular security patching, defense in depth, and least permissions access. We use the Cloud Security Alliance (CSA) Security Trust Assurance and Risk (START) program to assess and validate our security practices. In addition, annual HIPAA and PCI Data Security Standards assessments are performed. Brightly is registered under the EU-US Privacy Shield framework.

4. Does Brightly always encrypt client data?

All user communication with Brightly applications is via securely encrypted TLS/SSL (TLS v1.2 minimum) communication channels (https). Brightly uses the most current technology for our SSL certificates: 2048 bit key, SHA-2 signature algorithm, and industry standard CA providers. Insecure cipher keys are not used. All services within the AWS infrastructure encrypt data in motion using AWS's proprietary TLS implementation.

All client data at rest is encrypted using the Advanced Encryption Standard (AES) with 256-bit keys (AES-256). It's the strongest industry-adopted and government-approved algorithm for encrypting data. We use the AWS Key Management Service (KMS) to ensure that the keys used

for data encryption are also protected at rest and have a separate access management system from access to client data. KMS is based on an AWS's fleet of hardware security modules (HSM) which contain security controls to prevent encryption keys from leaving the device in a way that could allow unauthorized access.

5. What are your data privacy policies?

Brightly protects the privacy of client data using a layered defense-in-depth approach to information security. Brightly has adopted security policies and implemented company-wide information security training to protect the privacy of client data. By policy, Brightly employees are prohibited from disclosing information obtained from clients to any other person or entity except in the performance of services for the client and only when the release of the information is authorized by the client.

Brightly' Legal and Information Security teams supports our data privacy management. We keep current on privacy and security laws and regulations to maintain a data privacy program aligned with changing requirements. These high-level policies are reviewed and approved by executive management. In addition to maintaining written policies, Brightly requires annual data privacy awareness training program for all employees.

Brightly' data privacy policy is available online - <https://www.brightlysoftware.com/privacy>. We will never share, sell, or distribute data that specifically identifies your organization. We may offer services that allow you to view "average" or aggregated data from other clients, but this data will never be specifically identified to you or your organization.

Brightly complies with the European Union's Global Data Protection Regulation (GDPR). Brightly is register under the Privacy Shield Framework. The Privacy Shield Principles lay out a set of requirements governing participating organizations use and treatment of personal data received from the EU and Switzerland. See here for additional information - <https://www.privacyshield.gov/US-Businesses>

6. What is your general strategy for releasing fixes, patches and enhancements that incorporate best practices and user feedback?

All application updates and releases are included as part of Brightly annual subscription agreement. Clients are not required to provide any support during these updates as Brightly release them via our Software as a Service (SaaS) model.

We release application updates, which include both patches and product enhancements, on a biweekly cadence. Significant enhancements occur roughly quarterly and are communicated in advance to clients. All releases are documented in our online release notes.

Brightly provides a community site - <https://community.brightlysoftware.com/s/>. This site provides clients with access to product support – including information on recent release. Clients are also able to submit product fix and enhancement requests through the community portal.

7. What protections do you provided against unauthorized access to data?

In addition to continuous encryption of client data in motion and at rest Brightly implements controls at the infrastructure, product, and procedure levels to further protect data from unauthorized access.

Brightly uses AWS security services for Web Application Firewall (WAF) and AWS Shield Distributed Denial-of-Service (DDoS) protection. AWS WAF protect our web applications and APIs against common web exploits and bots that may affect availability, compromise security, or consume excessive resources. AWS Shield protects against common, most frequently occurring network and transport layer DDoS attacks. AWS Shield provides always-on detection and automatic inline mitigations that minimize application downtime and latency in the event of a DDoS attack.

AWS Application Load Balancers (ALB) and Virtual Private Clouds (VPC) are used to segment network traffic between internet accessible, internal and database zones. ALB's provide scalability and resiliency by distributing incoming application traffic across multiple targets, such as web servers, across multiple availability zones. A VPC is a logically isolated virtual network within the AWS Cloud.

VPC access control lists and security groups are used to ensure that internal VPC's will only communicate with other approved internal resources.

Antivirus monitoring is a critical component for data protection. Current antivirus solutions are maintained on all endpoints to protect data integrity. Antivirus applications are installed as part of the imaging process for all computers. Antivirus signature updates are deployed daily.

Brightly uses a third party Managed Detection and Response (MDR) service to monitor our AWS environment for potential threats. Our MDR partner provides a dedicated Security Operations Center, staffed with highly skilled and specialized security experts, and 24/7 vigilance. The MDR system ingests events from endpoints, firewalls, load balancers, network flows, and event logs. The ingested data are combined with threat signatures and behavioral analytics to detect dynamic threats quickly across the entire environment. The goal is to provide 24/7/365 monitoring, proactive threat hunting, and coordinated threat response support to stop malicious activity before it can gain a foothold.

Brightly products build in numerous security controls, including role-based permissions and secure software development practices. Role-based permissions allow the configuration of granular access controls to grant scope of data access and functional capabilities based on specific user roles. Brightly uses a Secure Software Development Life Cycle (S-SDLC) framework that defines how we build our applications from inception to decommissioning. Application security considerations are an active component of planning and requirements. Regular vulnerability scanning and application dynamic and static testing are part of the S-SDLC.

Brightly uses separate environments for development, quality assurance testing and production. Production environments are separated logically from non-production environments to avoid unauthorized access or changes to production data. Brightly software development policies specify that production data containing personal data is restricted from non-production environments for testing or other purposes.

Client data is segmented from other clients using separate databases instances located on the multi-tenant database server infrastructure. Additional logical data segmentation is provided using unique Client ID numbers.

Brightly is committed to protecting the security of its customers' information and we take all reasonable precautions to protect it from unauthorized access, modification, or disclosure. Our documented and management approved incident management response policy documents the process used in responding to an actual or suspect data breach. It specifies members of the incident response team and steps to be followed for incident identification, containment, eradication, and recovery. Brightly has identified the relevant law enforcement and regulatory authorities we may need to contact in the event of a security incident. The policy also provides for prompt notification of clients impacted by an incident.

8. What precautions do you have in place for business continuity and disaster recovery?

Brightly has implemented disaster recovery and business continuity plans to ensure our customers experience consistent delivery of their crucial online services. Plans and procedures are documented for backups, data recovery and disaster recovery.

Full database backups and transaction log backups are performed automatically on Production servers for all databases. Database backups are taken nightly, and transaction logs are taken every 15 minutes. Backup processes are actively monitored for failures. The Product Delivery team is notified of failures and steps are taken to resolve. Stored backups are electronically transmitted over secure encrypted channels to AWS S3 storage daily. After 30 days in Amazon S3 storage backups are moved to Amazon Glacier storage for long-term archiving. Daily backups are archived and maintained for a minimum of one year. Monthly backups are archived and maintained for a minimum of seven years. Backups stored in AWS are encrypted. All AWS storage is in the continental United States.

Multiple AWS Availability Zones (AZ) within our AWS Region are used to provide for recovery capability. AWS Availability Zones (AZ) are isolated data center locations within an AWS region. Each AZ is backed by multiple physical data centers. While a single availability zone can span multiple data centers, no two zones share a data center. Each AZ in a region has redundant and separate power, networking, and connectivity to reduce the likelihood of two zones failing simultaneously.

Our application redundancy strategy leverages AWS auto scale groups in conjunction with multiple availability

zones. The configuration is based on architectural and industry best standards to provide the continuous service in the event of a failure. Web and application servers are in an active/active configuration. Web traffic is load balanced between all web servers by an AWS Application Load Balancer (ALB). The failure of any web server or availability zone is detected by the ALB. The ALB disables the failed server and web traffic is automatically rerouted to the remaining server nodes.

Each tier of the application has multiple servers in either an active/active or active/passive configuration based on architectural needs and industry standards. Infrastructure-as-Code (IaC) technology allows for the rapid scaling or deployment of infrastructure to meet emergency needs.

High availability for data in the local AWS AZ is provided by using database servers in an active/passive configuration in concert with AWS Elastic Block Storage (EBS). Database requests are routed to the active database server. In the event of a failure on the active database server, the passive server is automatically brought online and takes over active database responsibilities. EBS volumes are replicated within the local AZ.

Brightly's main facility is in Cary, North Carolina. Located near Research Triangle Park, Cary has excellent access to transportation facilities and emergency services. The office is located within the same power grid as a regional medical center. In the event of a power outage, restoration of service to this grid is a utility priority. Brightly has additional office locations in the United States, Canada, the UK, Australia, and India. Our business can operate at capacity if any office location is lost. Fully remote business operation for an extended period (such as during a pandemic) is also possible if access to all office locations is impaired.

9. Do clients retain full rights and control of their data?

Per section 2.2 (b) of Brightly standard Terms of Service (<https://www.brightlysoftware.com/terms>) Brightly acknowledges and agrees that the Client retains all ownership right, title, and interest in and to Client data, including all Intellectual Property Rights. The data you place in our applications belongs to you. We will never share, sell, or distribute data that specifically identifies your organization. We may offer services that allow you to view "average" or aggregated data from other clients, but this data will never be specifically identified to you or your organization.

Clients can self-service exports of their data through the application by using an export utility or running detailed system reports and then exporting the report. Exports can be saved in PDF, Excel or csv formats.

10. Does your web-based interface support authentication, including standards-based single sign-on?

Brightly encourages clients to use the single sign-on (SSO) feature provided with the application. This allows users to log in to the application based on the client's already established password policy. Our SSO supports any SAML 2.0 compatible identity service (like Microsoft's Azure AD or Active Directory Federation Services).

About Brightly Software

Brightly, the global leader in intelligent asset management solutions, enables organizations to transform the performance of their assets. Brightly's sophisticated cloud-based platform leverages more than 20 years of data to deliver predictive insights that help users through the key phases of the entire asset lifecycle. More than 12,000 clients of every size worldwide depend on Brightly's complete suite of intuitive software – including CMMS, EAM, Strategic Asset Management, IoT Remote Monitoring, Sustainability and Community Engagement. Paired with award-winning training, support and consulting services, Brightly helps light the way to a bright future with smarter assets and sustainable communities. For more information, visit brightlysoftware.com

866.455.3833 / info@brightlysoftware.com / brightlysoftware.com



Leonard Ludi

From: Herring, Allison <allison.herring@brightlysoftware.com>
Sent: Tuesday, January 16, 2024 11:57 AM
To: Leonard Ludi
Cc: Hunt, Jon
Subject: RE: [External] Additional Request - Brightly Software | Proposal & Sourcewell Info

Leonard,

This is what my team and I have put together for you:

In short, both Cedar and Brightly are providing key, supplementary services that address different needs for the Village. You can think of it in phases.

Phase One: *Data collection and organization.* Cedar is mainly focused on GIS-related services and dataset creation. Their project deliverables are centered on sorting and refining data and it does not appear to cater to broader data analysis and predictive modeling needs that the Village is requesting. While our defined scope of work doesn't involve the data collection, we can leverage the information you've already gathered from recent pavement condition scores, existing GIS data, and your latest sign reflectivity data/inventory.

Phase Two: *Use data to create models for in-depth capital planning.* Brightly Software offers:

- **Expert Consulting:** Offers professional expertise in building lifecycle models, which is beneficial for strategic asset management
- **Client Engagement:** Actively involves clients in the development process, ensuring a tailored capital planning solution
- **Continued Support:** Provides post-workshop support to assist clients in fully utilizing the developed models.

Please let us know if this information is sufficiently detailed or if further clarification is required. Thank you again for your patience; we're here to assist in any way possible!

Best,

Allison Herring / Government Account Executive / M: 919-364-6812
Brightly, A Siemens Company

From: Herring, Allison (SI BSW OPS S GOV B)
Sent: Tuesday, January 16, 2024 9:12 AM
To: Leonard Ludi <lludi@kronenwetter.org>
Subject: RE: [External] Additional Request - Brightly Software | Proposal & Sourcewell Info

Leonard,

Good morning! My apologies for the delayed response, we were off for the holiday yesterday.

Let me check with the team and see if they were able to get that done. We had a busy week of RFPs last week, so I apologize for the delay! I will let you know soon.

Best regards,

Allison Herring / Government Account Executive / M: 919-364-6812
Brightly, A Siemens Company

From: Leonard Ludi <lludi@kronenwetter.org>
Sent: Monday, January 15, 2024 12:10 PM
To: Herring, Allison <allison.herring@brightlysoftware.com>
Subject: RE: [External] Additional Request - Brightly Software | Proposal & Sourcewell Info

Caution: This email originated from outside of the organization. Do not click links or open attachments unless you trust the sender and know the content is safe.

Good morning Alison,
 Just following up regarding the following request. Hope all is well,
 Thanks,

Leonard Ludi
 Director of Public Works & Utilities


 Village of
Kronenwetter
 1582 Kronenwetter Drive
 Kronenwetter, WI 54455
 Cell: 715-432-2351
 Direct: 715-693-4200 ext. 1731
 Fax: 715-693-4202
www.kronenwetter.org

From: Herring, Allison <allison.herring@brightlysoftware.com>
Sent: Monday, January 8, 2024 8:57 AM
To: Leonard Ludi <lludi@kronenwetter.org>
Subject: RE: [External] Additional Request - Brightly Software | Proposal & Sourcewell Info

Leonard,

We can absolutely do that! I will have Jon and the team look over it and get it back to you by EOW.

Best,

Allison Herring / Government Account Executive / M: 919-364-6812
Brightly, A Siemens Company

From: Leonard Ludi <lludi@kronenwetter.org>
Sent: Friday, January 5, 2024 5:21 PM
To: Herring, Allison <allison.herring@brightlysoftware.com>
Cc: Peter Wegner <pwegner@kronenwetter.org>; Hunt, Jon (SI BSW OPS S GOV B) <jon.hunt@siemens.com>
Subject: Additional Request - Brightly Software | Proposal & Sourcewell Info

Caution: This email originated from outside of the organization. Do not click links or open attachments unless you trust the sender and know the content is safe.

Good afternoon Alison,

The best way for us to level the two (2) bids we have for GIS Asset Management Services is ask that you critique your competitor's proposal.

Based on our conversations thus far, could you provide the pro's and con's of the attached "Cedar Corporation" proposal and let us know the value Brightly Software is providing that Cedar is not? Could we have this back by 'end of business' Friday, January 12, 2024?

Let me know if there are any questions. Appreciate you entertaining this exercise....

Thank you,

Leonard Ludi

Director of Public Works & Utilities


 1582 Kronenwetter Drive
 Kronenwetter, WI 54455
 Cell: 715-432-2351
 Direct: 715-693-4200 ext. 1731
 Fax: 715-693-4202
www.kronenwetter.org

From: Herring, Allison <allison.herring@brightlysoftware.com>
Sent: Friday, December 8, 2023 2:29 PM
To: Leonard Ludi <lludi@kronenwetter.org>
Cc: Peter Wegner <pwegner@kronenwetter.org>; Hunt, Jonathan <jonathan.hunt@siemens.com>
Subject: RE: [External] Brightly Software | Proposal & Sourcewell Info

Leonard & Pete,

As promised, I've made some updates to the proposal we discussed, and I have attached the revised version below for your review.

Link to updated proposal here: <https://brightlysoftware.octiv.com/view/q-385451>

In this updated proposal, I have included water as another asset class, and we've adjusted the cost for water to \$2,000. Additionally, I've modified the implementation package to our "standard implementation." Detailed information about the scope of work (SOW) is available in the attached proposal.

Please take your time to review the changes, and feel free to reach out if you have any questions or require further clarification.

I look forward to discussing any questions you may have.

Best regards,

Allison Herring / Government Account Executive / M: 919-364-6812
Brightly, A Siemens Company

From: Herring, Allison (SI BSW S)
Sent: Friday, November 17, 2023 4:50 PM
To: Leonard Ludi <lludi@kronenwetter.org>
Cc: jmills@withersravenel.com; Hunt, Jonathan (SI BSW OPS S GOV B) <jonathan.hunt@siemens.com>
Subject: Brightly Software | Proposal & Sourcewell Info

Leonard,

It was great talking with you and the team this morning. Please find the attached proposal and Sourcewell details for your review. If you face any issues with the links or have questions, feel free to reach out.

Capital Predictor Enterprise – Streets/Signs/Sidewalks (3-year contract + Sourcewell):

Kronenwetter, WI: [Click here to view your proposal](#)

Multi-year Contracts:

In the 3-year contract, you'll notice a 6% uplift in our software cost year-over-year. Additionally, there's a non-appropriation clause in the Order Form under Terms to address any unforeseen financial reasons that may hinder your continued use of our services.

Sourcewell Purchasing Cooperative:

Included in your Order Form is information about the purchasing cooperative. Approximately 75% of my government clients, including yourself, utilize it to purchase our software. Sourcewell's benefits lie in competitively solicited and awarded vendor contracts, ensuring all bid requirements are met, guaranteeing the lowest cost for government entities. This enables us to offer a 21% discount on your yearly software cost.

- **Your Purchasing Info:** [Kronenwetter, WI](#)
- **Our Purchasing Info:** [Brightly Software](#)

Looking forward to our next discussion on December 7th. Feel free to reach out if you have any questions in the meantime.

Best regards,

Allison Herring / Government Account Executive / M: 919-364-6812
Brightly, A Siemens Company



Report to Administrator

Agenda Item: Ratification of Promissory Note with CoVantage Credit Union issued 1-24-2023

Meeting Date: February 26, 2024

Referring Body: Village Board Special Session

Committee Contact: Chris Voll, Village President

Staff Contact: Leonard Ludi, Village Administrator

Report Prepared by: Leonard Ludi, Village Administrator

OBJECTIVE(S): Approve and memorialize this resolution to support the Village of Kronenwetter having entered into the promissory note created with CoVantage Credit Union on January 20, 2023.

HISTORY/BACKGROUND: It was discussed in a special Village Board Meeting dated February 21, 2024 that a formal board resolution was needed to support the CoVantage Credit Union promissory note entered into by the Village of Kronenwetter in 2023.

After further discussion and looking into the deficiencies in the process, it was concluded that a resolution approving and memorializing to support that the Village of Kronenwetter entered into the promissory note created with CoVantage Credit Union on January 20, 2023 was needed.

PROPOSAL: Village Board approve and memorialize this resolution in order to finalize support of the promissory note created with CoVantage Credit Union on January 20, 2023.

RECOMMENDED ACTION: Approval by resolution and majority vote of the Board, does approve and memorialize this resolution to support the Village of Kronenwetter entering into the promissory note created with CoVantage Credit Union on January 20, 2023 and hereby authorizes the Village President, the Village Administrator, Village Treasurer and Village Clerk to sign all necessary documents needed to administer and execute the CoVantage Credit Union promissory note.

FINANCIAL

Financial Consideration/Action: N/A

FUNDING SOURCE:

Account Number/Title:	#
Current Adopted Budget:	\$
Spent to Date:	\$
Remaining Budget:	\$
Requested Amount:	\$
Remainder of Budgeted Amount, if approved:	

ATTACHMENTS: Resolution 2024-1

VILLAGE OF KRONENWETTER
Resolution No. 2024-1
Ratification of Promissory Note with CoVantage Credit Union issued 1-24-2023

WHEREAS, The Village Board finds and determines that it is necessary, desirable and in the best interest of the Village of Kronenwetter, Marathon County, Wisconsin, (the Village) to raise funds for the public purpose, including paying the public cost of purchasing a fire station ladder truck, and

WHEREAS, villages are authorized by the provisions of Section 67.04 Wisconsin Statutes, to borrow money and issue a general obligation promissory note for such public purpose of purchasing a fire station ladder truck, and

WHEREAS, CoVantage Credit Union is authorized by the provisions of Section 67.12 (12) of the Wisconsin Statutes to lend money and issue general obligation promissory notes for public purposes, and

WHEREAS, the promissory note was created with CoVantage Credit Union on January 20, 2023 for the purpose of purchasing a fire station ladder truck, with the first payment due January, 2024, and

WHEREAS, CoVantage Credit Union was authorized to lend the Village of Kronenwetter, per 67.12 (12) of the Wisconsin Statutes, the principal sum of \$732,208.00 as set forth in the CoVantage resolution and other documents authorizing this promissory note, and

WHEREAS, it was discussed in a special Village Board Meeting held February 21, 2024 that a formal board resolution was needed to support the CoVantage Credit Union promissory note and supporting documents entered into by the Village of Kronenwetter in 2023, and

WHEREAS, it is necessary, desirable, and in the best interest of the Village that the Village Board approve and memorialize this resolution in order to further support the promissory note created with CoVantage Credit Union on January 20, 2023.

THEREFORE, BE IT RESOLVED, the Village Board, by resolution and majority vote of the Board, does approve and memorializes this resolution to support the Village of Kronenwetter having entered into the promissory note created with CoVantage Credit Union on January 20, 2023 and hereby authorizes the Village President, the Village Administrator, Village Treasurer and Village Clerk to sign all necessary documents needed to administer and execute the CoVantage Credit Union promissory note and/or any other necessary documentation in support of the promissory note.

BE IT FURTHER RESOLVED, that this resolution shall be made available to the public for inspection at the office of the Treasurer and shall remain available for the public inspection pursuant to applicable public records retention laws.

ADOPTED this 26th day of February, 2024, by a vote of _____ for, _____ against, _____ abstaining, and _____ absent.

VILLAGE OF KRONENWETTER BOARD

Chris Voll, Village President

ATTEST

Bobbi Birk-LaBarge, Village Clerk

Posted:



ITEM NAME:	Budget Amendment #1
MEETING DATE:	2/26/24
PRESENTING COMMITTEE:	VB
COMMITTEE CONTACT:	Chris Voll
STAFF CONTACT:	Lisa Kerstner
PREPARED BY:	Lisa Kerstner

ISSUE: When the 2024 budget was put together the payment to Co Vantage (Fire Truck) was missed. We received in proceeds for selling Police Squad and no money was budgeted for the revenue.

OBJECTIVES: The First fire truck payment was due in January 25, 2024. The loan was paid on time. We sold Police Squad for \$7,625.00.

RECOMMENDED ACTION: APC recommends approving the budget Amendment of \$90,027.77 to come from undesignated funds. Allow budget amendment to show income for the sale of \$7,625.00 that was not originally budgeted for.

FUNDING SOURCE(s) – Must include Account Number/Description/Budgeted Amt CFY/% Used CFY/\$

Remaining CFY

Account Number: 350-58000-120-000

Description: Principal – CoVantage Fire Truck Loan

Budgeted Amount: 0.00

Requested Amount: \$61,178.77

Account Number: 350-58000-240-000

Description: Interest – CoVantage Fire Truck Loan

Budgeted Amount: 0.00

Requested Amount: \$28,849.00

Account Number: 100-48301-000

Description: Vehicle Sale of Law Enforcement Equipment

Budgeted Amount: 0.00

Requested Amount: \$7,625.00

ATTACHMENTS (describe briefly): Co Vantage Promissory Note (still needs to be updated per the 2/21/24 Special VB meeting).



VILLAGE BOARD MEETING MINUTES

February 12, 2024 at 6:00 PM

Kronenwetter Municipal Center - 1582 Kronenwetter Drive Board Room (Lower Level)

1. CALL MEETING TO ORDER

President Chris Voll called the meeting to order at 6:00 PM.

A. Pledge of Allegiance

Those in attendance recited the pledge of allegiance.

B. Roll Call

PRESENT

Village President Chris Voll

Trustee Ken Charneski

Trustee Tim Shaw

Trustee Sean Dumais

Trustee Alex Vedvik

Trustee Chris Eiden

Trustee Kelly Coyle

STAFF PRESENT

Administrator Lenard Ludi

Clerk Bobbi Birk-LaBarge

Police Chief Terry McHugh

2. PUBLIC COMMENT

Please be advised per State Statute Section 19.84(2), information will be received from the public. It is the policy of this Village that Public Comment will take no longer than 15 minutes with a three-minute time period, per person, with time extension per the Chief Presiding Officer's discretion. Be further advised that there may be limited discussion on the information received, however, no action will be taken under public comments.

Faye Buchberger - 824 W. Nelson Road - addressed the board regarding concerns relating to emergency and evacuation routes in the event of train derailments or similar emergencies, including health and safety concerns beyond accessibility for emergency services.

3. REPORTS FROM STAFF AND VENDORS

C. Administrator Report

Administrator Leonard Ludi gave various updates and progress on different projects were discussed, including the handling of the employee media policy, working on claims, communication improvements, contractual reviews, management training, and completing departmental one-on-one meetings.

D. Police Chief Report

Police Chief Terry McHugh explained earlier in the day he attended the LEAP project.

E. Fire Chief Report

President Voll asked if there were any questions to relay back to Chief O'Brien and none were noted.

F. Community Development Director Report

President Voll asked if there were any questions on the community development report and none were noted.

4. NEW BUSINESS**G. Discussion and Possible Action: Railroad Accessibility Assessment Study Request for Quote (RFP)**

The item discussed was the Railroad Accessibility Assessment Study RFP. Various concerns regarding the emergency accessibility and mass evacuation in case of a train derailment were addressed. The board discussed the importance of incorporating language regarding health and safety, egress, and overcoming any regulatory hurdles presented by the state or the Railroad Commission. The final RFP draft is to reflect all discussed changes and be reviewed extensively before publishing. The board highlighted the importance of budget considerations for this RFP and the potential for grant funding opportunities. The board acknowledged the receipt of a petition from the community underlining the significance of the issue.

Motion made by Trustee Charneski, Seconded by Trustee Coyle to authorize staff to go ahead and send out the RFP as amended and discussed on the railroad accessibility study.

Voting Yea: Village President Voll, Trustee Charneski, Trustee Shaw, Trustee Dumais, Trustee Vedvik, Trustee Eiden, Trustee Coyle

Motion passed 7:0 by roll call vote.

5. CONSENT AGENDA

The consent agenda items, including various meeting minutes from December 14, 2023, January 22, and January 31, 2024, Village Board Meetings, were presented.

Motion made by Trustee Charneski, Seconded by Trustee Vedvik to approve the consent agenda as presented.

Voting Yea: Village President Voll, Trustee Charneski, Trustee Shaw, Trustee Dumais, Trustee Vedvik, Trustee Eiden, Trustee Coyle.

Motion carried 7:0 by voice vote.

H. December 14, 2023, Village Board meeting Minutes

I. January 22, 2024, Village Board Meeting Minutes

J. January 31, 2024, Special Village Board Meeting Minutes

6. PREVIOUS MEETING MINUTES FROM COMMISSIONS AND COMMITTEES

K. January 3, 2024, CLIPP Committee Meeting Minutes

The board noted the CLIPP Committee Meeting minutes with no further discussion.

L. November 28, 2023, Ad Hoc Committee on Committee Structure Meeting Minutes

The board observed the Ad Hoc Committee on Committee Structure Meeting minutes with an update that budget amendment number 5 would be addressed at a future meeting.

7. CONSIDERATION OF ITEMS FOR FUTURE AGENDA

Long term Police Capital Planning/Staffing -Trustee Vedvik

Budget amendment #5 - Trustee Charneski

2023 Year-end report on expenditures -Trustee Charneski

8. ADJOURNMENT

The meeting was adjourned with a motion put forward and seconded.

Motion made by Trustee Eiden, Seconded by Trustee Charneski to adjourn.

Voting Yea: Village President Voll, Trustee Charneski, Trustee Shaw, Trustee Dumais, Trustee Vedvik, Trustee Eiden, Trustee Coyle

Motion carries 7:0 by voice vote. Adjourned at 6:50 PM

VB Minutes Prepared by: Clerk Bobbi Birk-LaBarge

VB Minutes Approved on February 26, 2024



SPECIAL VILLAGE BOARD MEETING MINUTES

February 21, 2024 at 6:00 PM

Kronenwetter Municipal Center - 1582 Kronenwetter Drive Board Room (Lower Level)

1. CALL MEETING TO ORDER

President Voll called the special meeting to order at 6:00 PM.

A. Pledge of Allegiance

Those in attendance recited the pledge of allegiance.

B. Roll Call

PRESENT

Village President Chris Voll

Trustee Ken Charneski

Trustee Tim Shaw

Trustee Sean Dumais

Trustee Alex Vedvik

Trustee Chris Eiden

Trustee Kelly Coyle

STAFF PRESENT

Administrator Leonard Ludi

Clerk Bobbi Birk-LaBarge

Fire Chief Theresa O'Brien

Finance Director Lisa Kerstner

SPECIAL GUEST

Village Attorney Lee Turonie

2. PUBLIC COMMENT

Please be advised per State Statute Section 19.84(2), information will be received from the public. It is the policy of this Village that Public Comment will take no longer than 15 minutes with a three-minute time period, per person, with time extension per the Chief Presiding Officer's discretion. Be further advised that there may be limited discussion on the information received, however, no action will be taken under public comments.

Guy Fredel - 2240 Ruby Drive - Fredel addressed the Board, presenting evidence and documents pertaining to Item "D" on the agenda. Fredel highlighted discrepancies between a previous meeting's official notice and the agreed resolutions concerning the fire department's equipment purchase discussions. Emphasizing that the presented documents were approved minutes, Fredel graciously insisted on their consideration as the Board moved forward.

Joel Straub - 860 W Nelson Road - Was part of the governing body that approved the purchase of the fire truck and was there to provide support from the perspective of a governing body member active during the time in question, if necessary.

3. NEW BUSINESS

C. Discussion and Possible Action: Report from Village Treasurer on How the Loan for the Ladder Truck did not make it on the 2024 budget.

A discussion took place regarding the report from the finance director concerning the ladder truck loan that was overlooked during the 2024 budget planning. The Board contemplated how the payment for the ladder truck did not appear in the budget despite previous approval for purchase. Questions revolved around the timeline in which the board was informed of the financial obligation and why it had been neglected during financial planning. It was established that the issue arose between November and December but was not caught until later due to lack of communication and reporting.

D. Discussion and Possible Action: Related to Documents used to obtain Financing from CoVantage Credit Union for the Ladder Truck.

There was a thorough exploration of the complexities associated with the financing documents provided to CoVantage Credit Union for the ladder truck. It was highlighted that staff inadvertently provided false documentations leading to financial procurement, implying a potential charge of fraud. Concerns were raised regarding the cause of the issuance of erroneous documents and the potential risks associated with them, including incorrect resolutions signed with false information and the possible need to repay the loan if the mistakes are not rectified. The Village's attorney weighed in to clarify the legal implications, noted that the issue could likely be resolved through amendments to the motions and assured that it is a fixable paperwork error. The Village Administrator will be responsible for overseeing corrections with the bank.

Make #1: motion to direct staff to contact CoVantage to correct the resolution. Motion made by Trustee Dumais, Seconded by Village President Voll. Motion carried 7:0 by roll call vote.

Motion #2: Motion to direct the administrator to initiate a third-party investigation and report back on the findings.

Motion made by Trustee Dumais, Seconded by Trustee Coyle.

Voting Yea: Village President Voll, Trustee Charneski, Trustee Shaw, Trustee Dumais, Trustee Vedvik, Trustee Eiden, Trustee Coyle Motion carried 7:0 by roll call vote.

E. Discussion and Possible Action: Disbursement of Village Funds for the Ladder Truck

The board deliberated on the illegitimate authorization and inappropriate disbursement of village funds for the ladder truck payment. The matter of prior payments made without board consent was also addressed.

F. Discussion and Possible Action: The Authority of Village Board Members Specifically Related to Directing Staff Actions

Debate ensued regarding the appropriate level of authority Village Board members hold over staff actions, emphasizing the establishment and adherence to proper governance processes to ensure legal and ethical operations within the Village's administration.

4. ADJOURNMENT

Motion made by Village President Voll, Seconded by Trustee Coyle to adjourn.

Voting Yea: Village President Voll, Trustee Charneski, Trustee Shaw, Trustee Dumais, Trustee Vedvik, Trustee Eiden, Trustee Coyle

Motion carried 7:0 by voice vote.

Minutes Prepared by: Clerk Bobbi Birk-LaBarge

Minutes Approved on: February 26, 2024



ADMINISTRATIVE POLICY COMMITTEE MEETING MINUTES

November 21, 2023 at 5:30 PM

Kronenwetter Municipal Center - 1582 Kronenwetter Drive Board Room (Lower Level)

1. CALL MEETING TO ORDER

- A. Pledge of Allegiance
- B. Roll Call

Present:

Voll, Coyle, Solheim, McCarthy (exits at 7:11PM), Wadle-Leff (enters at 6:03PM)

2. PUBLIC COMMENT

Please be advised per State Statute Section 19.84(2), information will be received from the public. It is the policy of this Village that Public Comment will take no longer than 15 minutes with a three-minute time period, per person, with time extension per the Chief Presiding Officer's discretion. Be further advised that there may be limited discussion on the information received, however, no action will be taken under public comments.

3. APPROVAL OF MINUTES

- C. October 24, 2023, Minutes

Motion by Solheim/McCarthy to approve October 24, 2023 minutes as presented. Motion carried 4:0 by Voice Vote.

4. REPORTS AND DISCUSSIONS

- D. Treasurer's Report

Lisa-Finance Director to update page 48 to remove Wood Trust from Documents.

- E. September and October Journal Entries

The meeting proceeded to discuss September and October journal entries. There were fewer journal entries than before, indicating an improvement. Questions were raised about late charges and mobile homes, with clarifications provided.

5. OLD BUSINESS

- F. Discussion and Possible Action: FIN-004

Several policy changes were discussed, including budget amendments, capital assets, and purchasing procedures. Specific wordings were scrutinized and adjusted to align with legal requirements, committee structures, and financial oversight goals. After extensive revision, it was determined that the policy would be re-evaluated in the following meeting with forthcoming changes from Lisa-Finance Director.

- G. Discussion and Possible Action: HR-007

The committee questioned the proposal to switch from reimbursements to per diem rates for travel expenses. They decided to revisit the HR-007 policy with more information and possibly craft a comprehensive credit card and reimbursement policy to cover such expenses adequately.

- H. Discussion and Possible Action: GEN-009

There was a detailed discussion on GEN-009, specifically on how items would be added to the agenda. motion by discussion was made and seconded to dissolve GEN-009 and bring the related ordinance 180-3 back for further consideration.

I. Discussion and Possible Action: Village Ordinance 180-3

The clause allowing any two trustees to suggest an agenda item was clarified. The committee agreed to require such items to go through a review process at the subsequent meeting before potentially being added to a future agenda. No action was taken, as more fine-tuning of the ordinance was needed.

6. NEW BUSINESS

J. Discussion and Possible Approval: Resolution 2023-013; Wage & Salary Ranges for Non-Union Employees

The committee raised questions about the proposed wage and salary ranges for non-union employees. It was unclear how these new ranges compared with current compensation and how these increases were justified. No action was taken as they needed additional information. They requested revenue reports and context for the wage evaluations. Motion by Voll-Wadle-Leff to take no action motion carried 5:0 by Voice Vote.

K. Discussion and Possible Approval: Municipal Attorney contract renewal with Wolfgram, Gamoke & Hutchinson

A three-year contract renewal with Wolfgram, Gamoke & Hutchinson was examined. Members discussed the specifics, including a decrease in hourly rate and the term's length. Motion by Wadle-Leff/McCarthy to recommend the Village Board approve the three-year contract as presented.

L. Discussion and Possible Action: Contract Renewal; 2024 Marathon County Humane Society Impoundment Services Agreement

The committee deliberated on the contract renewal with Marathon County Humane Society for impoundment services, particularly focusing on non-dog animals. After discussing unclear language regarding financial responsibilities and previous year expenses, it was agreed to delay any action until more details could be provided.

M. Discussion and Possible Action: Budget Amendment #4

An extensive debate was held on the fourth budget amendment, addressing the allocation of funds within departments, overages, low estimates, and reallocation of income. After discussing various line items and the need for adjustments, the committee was in favor of amending the budget as proposed but noted that further clarification was required on attorney fees. Motion and second by discussion to recommend Village Board approve budget amendment four with discussed changes.

7. CONSIDERATION OF ITEMS FOR FUTURE AGENDA

FIN-004

HR-007

Inventory Policy and Creation

Animal Contract

Ordinance 180-3

FIN-001

8. NEXT MEETING: December 19, 2023

9. ADJOURNMENT

Motion by Voll/Coyle to adjourn. Motion carried 4:0 by Voice Vote

NOTE: Requests from persons with disabilities who need assistance to participate in this meeting or hearing should be made at least 24 hours in advance to the Village Clerk's office at (715) 693-4200 during business hours.

Posted: 11/17/2023 Kronenwetter Municipal Center and www.kronenwetter.org

Faxed: WAOW, WSAW, WSAU, and Mosinee Times | Emailed: Wausau Daily Herald

Minutes drafted by: Sarah Fisher-Account Clerk

Approved on: February 20, 2024



ADMINISTRATIVE POLICY COMMITTEE MEETING MINUTES

December 19, 2023 at 5:30 PM

Kronenwetter Municipal Center - 1582 Kronenwetter Drive Board Room (Lower Level)

1. CALL MEETING TO ORDER

- A. Pledge of Allegiance
- B. Roll Call

Present: Voll, Solheim, Wadle-Leff, McCarthy

Absent: Coyle-excused

2. PUBLIC COMMENT

Please be advised per State Statute Section 19.84(2), information will be received from the public. It is the policy of this Village that Public Comment will take no longer than 15 minutes with a three-minute time period, per person, with time extension per the Chief Presiding Officer's discretion. Be further advised that there may be limited discussion on the information received, however, no action will be taken under public comments.

3. REPORTS AND DISCUSSIONS

- C. Treasurer's Report

Lisa-Finance Director discusses that she was able to secure an interest rate increase at Incredible Bank to match LGIP.

4. OLD BUSINESS

- D. Discussion & Possible Action: Policy Changes to FIN-004

APC directed staff to keep working the policy and to bring it back to January's meeting.

- E. Discussion and Possible Action: GEN-009

APC directed staff to make changes and bring GEN-009 and Ordinance 180 to next meeting.

- F. Discussion and Possible Action: HR-007

HR-007, concerning travel policy and reimbursement rates, was reviewed with a focus on optimizing and simplifying meal reimbursement rates for village employees on travel. Other considerations include daily allowance and strategies for the first and last day of travel.

A suggestion was made to alter reimbursements to \$55 per day or \$41.25, considering 75% for partial travel days without unnecessarily splitting the total into meal-specific portions. Lisa-Finance Director to continue to change wording and bring back to future meeting.

5. NEW BUSINESS

- G. Discuss & Consider Creation of Code of Ordinances - Ordinance 62-3, Payment of Claims

Motion by Voll/Wadle-Leff to Recommend Village Board approve Ordinance 62-3 as presented. Motion carried 4:0 by Voice Vote.

- H. Discussion & Possible Action: Addition of a Community Portal Module for Civic Systems Software

Motion by Wadle-Leff/ McCarthy to Recommend Village Board approve purchase of Community Portal Module for Civic Systems Software. Motion carried 4:0 by voice Vote.

- I. Discussion & Possible Action: Civic Systems - Purchase of MiViewPoint & MiAP Workflow Software

Motion by McCarthy/Solheim to Recommend Village Board approve the purchase of MiView Point and MiAP workflow Civic Systems Software. Motion carried 4:0 by Voice Vote.

- J. Discussion & Possible Action: Consideration of Contracting with Bay Side Printing for the Village's Utility Bills

Motion by Wadle-Leff/McCarthy to take no action for 4-6 months on contracting with Bay Side Printing for Printing/Mail of Village Utility Bills. Motion Carried 4:0 by Voice Vote.

- K. Discussion & Possible Action: Employee Handbook Review Section 3.13 Health Insurance Opt-Out Policy.

APC asks for an in-depth benefit review in June.

- L. Discussion & Possible Action: Review of Policy HR-014

No action taken

- M. Discussion & Possible Action: Budget Amendment #5

Motion by Wadle-Leff/McCarthy Recommend Village Board approve as presented. Motion carried 4:0 by Voice Vote.

6. CONSIDERATION OF ITEMS FOR FUTURE AGENDA

7. NEXT MEETING: January 16, 2024

8. ADJOURNMENT

Motion by Voll/Wadle-Leff to adjourn. Motion carried 4:0 by Voice Vote at 7:26PM.

NOTE: Requests from persons with disabilities who need assistance to participate in this meeting or hearing should be made at least 24 hours in advance to the Village Clerk's office at (715) 693-4200 during business hours.

Posted: 12/15/2023 Kronenwetter Municipal Center and www.kronenwetter.org

Faxed: WAOW, WSAW, WSAU, and Mosinee Times | Emailed: Wausau Daily Herald

Minutes drafted by: Sarah Fisher-Account Clerk

Approved on: February 20, 2024



***REVISED* ADMINISTRATIVE POLICY COMMITTEE MEETING MINUTES**

January 16, 2024 at 5:30 PM

Kronenwetter Municipal Center - 1582 Kronenwetter Drive Board Room (Lower Level)

1. CALL MEETING TO ORDER

Meeting Called to order at 6:04 PM due to Quorum.

A. Pledge of Allegiance

B. Roll Call

Present: Voll, Coyle, McCarthy(phone), Wadle-Leff late (6:10)

2. PUBLIC COMMENT

Please be advised per State Statute Section 19.84(2), information will be received from the public. It is the policy of this Village that Public Comment will take no longer than 15 minutes with a three-minute time period, per person, with time extension per the Chief Presiding Officer's discretion. Be further advised that there may be limited discussion on the information received, however, no action will be taken under public comments.

3. REPORTS AND DISCUSSIONS

C. Treasurer's Report

no additional questions or comments.

4. OLD BUSINESS

D. Discussion & Possible Action: FIN-004

Lisa- Finance Director, to make stated amendments; Motion by McCarthy/Coyle to Recommend Village Board approve FIN-004 as amended. Motion carried 4:0 by Voice Vote.

E. Discussion & Possible Action: HR-007

Motion by McCarthy/ Wadle-Leff to Recommend Village Board approve HR-007. Motion carried 4:0 by Voice Vote.

5. NEW BUSINESS

F. Discussion & Possible Action: Becher Hoppe - Authorization for Additional Service Change Order

Motion by Wadle-Leff/Voll Recommend Village Board approve change order from contingency budget. Motion carried 4:0 by Voice Vote.

G. Discuss and Consider: Administrator Mentoring Service Agreement between Daniel R. Mahoney and Village of Kronenwetter

McCarthy requests no hourly pay for transportation time just pay for mileage. Motion by Coyle/McCarthy Recommend Village Board approve contract with Dan Mahoney with amended changes. Motion carried 4:0 by Voice Vote.

H. Discussion and Possible Action: Revision of Ordinance 227-4; Burning Permits

Fire Chief states that WI state DNR burning permits are not valid in the Village as we do not fall within their jurisdiction. Requests delayed action to have time to rewrite permit ordinance. Motion by Coyle/ Wadle-Leff to delay action on burning permit ordinance. Motion carried 4:0 by Voice Vote.

I. FFY2025 Surface Transportation Program-Local Supplemental Project Solicitation

Motion by Voll/Cyle to Recommend Villag Board approve Surface Transportation Grant as presented.

Motion carried 4:0 by Voice Vote.

6. CONSIDERATION OF ITEMS FOR FUTURE AGENDA

Burning permit ordinance, Ordinance 180, Organizational chart, Policy on Administrator choosing office staff, Flow charts.

7. NEXT MEETING: FEBRUARY 20, 2024

8. ADJOURNMENT

Motion by Voll/Coyle to Adjourn. Motion carried 4:0 by Voice Vote at 6:42 PM

NOTE: Requests from persons with disabilities who need assistance to participate in this meeting or hearing should be made at least 24 hours in advance to the Village Clerk's office at (715) 693-4200 during business hours.

Posted: 01/12/2024 Kronenwetter Municipal Center and www.kronenwetter.org

Faxed: WAOW, WSAW, WSAU, and Mosinee Times | Emailed: Wausau Daily Herald

Minutes drafted by: Sarah Fisher-Account Clerk

Approved on: February 20, 2024