



# VILLAGE BOARD MEETING AGENDA

March 24, 2025 at 6:00 PM

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

**All Agenda Items Listed Are for Discussion and Possible Action**

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**1. CALL MEETING TO ORDER**

- A. Pledge of Allegiance
- B. Roll Call

**2. ANNOUNCEMENT OF CLOSED SESSION**

**3. 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.

**4. REPORTS FROM STAFF AND VENDORS**

- C. Interim Finance Director Report
- D. Community Development Director Report
- E. Public Works and Utilities Director Report

**5. NEW BUSINESS**

- F. Engineering Services Agreement with Roth Professional Solutions
- G. Budgeting for a New Dump/Plow Truck
- H. Ambulance Subcommittee Report
- I. Riverside Ambulance Contract Review
- J. Resolution to Appoint Garrett Lysne to the Community Life, Infrastructure and Public Property (CLIPP)
- K. Approval of DNR MS4 Annual Report
- L. Authorizing Jennifer Poyer to be an Authorized Representative for the Wisconsin DNR on behalf of the Village of Kronenwetter
- M.** Extended Friday Closure of Municipal Center for Administrative Days Until Summer Hours are in Effect (May 27)
- N. TDS 2025 Sponsorship Contract
- O. Von Briesen Report Review

**6. CONSENT AGENDA**

- P. Revised November 25, 2024 Village Board Meeting Minutes
- Q. March 10, 2025 Village Board Meeting Minutes

**7. PREVIOUS MEETING MINUTES FROM COMMISSIONS AND COMMITTEES**

- R. February 17, 2025 Plan Commission Meeting Minutes
- S. January 20, 2025 Plan Commission Meeting Minutes

**8. CLOSED SESSION**

Consideration of motion to convene into closed session pursuant to Wis. Stat. 19.85(1)(c) for consideration of employment, promotion, compensation or performance evaluation date of any public employee over which the governmental body has jurisdiction or exercises responsibility -to wit village clerk compensation.

**9. RECONVENE OPEN SESSION**

Consideration of motion to reconvene into open session.

**10. ACTION AFTER CLOSED SESSION**

**11. CONSIDERATION OF ITEMS FOR FUTURE AGENDA**

**12. ADJOURNMENT**

***NOTE: Upon reasonable notice, efforts will be made to accommodate the needs of disabled individuals through appropriate aids and services. For additional information or to request service, contact the clerk's office, 1582 Kronenwetter Drive WI 54455 (715)-692-1728***

**Posted: 03/21/2025 Kronenwetter Municipal Center and \_**

**Faxed: WAOW, WSAU, City Pages, Mosinee Times | Emailed: Wausau Daily Herald, WSAW, WAOW, Mosinee Times, Wausau Pilot and Review, City Pages, The Wausonian**



# REPORT TO VILLAGE BOARD

**ITEM NAME:** Finance/Treasurer Office Update – 2/10/2025 thru 3/21/2025  
**PREPARED BY:** John Jacobs, Interim Finance Director  
**DATE PREPARED:** 3/21/2025

Between 2/10/2025 and 3/21/2025, the following activities have been completed or are being worked on by our Finance Team:

- Tax collection season ended in February 2025. Closed 2024 tax roll with County Treasurer.
- Transferred Dec 2024-Feb 2025 Valley Community Credit Union tax collection deposits into our main Village tax checking account.
- Worked with Covantage Credit Union on inquiry capabilities to bank statements and activity reports for Village Finance staff.
- Worked with Incredible Bank on inquiry capabilities to all bank statements and activity reports for Village Finance staff.
- Began work on 12/31/2024 year-end audit workpapers for our financial auditors (CLA) when they return on April 21-25. All documents should be completed and uploaded to their portal by Friday, April 18<sup>th</sup>.

As of 3/21/2025, my duties have included the following activities:

- Reconciling all daily cash transaction activities for tax collection account and reconciling them to bank statements for Dec 2024 – Feb 2025. The total 2024 tax roll was \$14.3 million. Distributed tax collections to all individual Village funds, including the four tax incremental districts (TID's) for the months of Dec-Feb, and imputed interest income to those funds also for each month.
- Reconciled the 2024 tax roll journal entries across all funds for Dec 2024-Feb 2025, including all taxing jurisdictions (school districts, county, and technical college).
- Prepared the monthly/annual debt service payment schedule for all payments due in 2025.
- Began reconciling the Village's primary checking account bank statements for Oct 2024-Feb 2025, hopefully to be completed by March 28<sup>th</sup>, which had been handed off to me when I started on 1/29/2025.

My goals for the next 2 months will be the following:

- 4/21-4/25/2025: Financial Auditors will be in our office for the 2024 audit fieldwork.
- 4/28/2025 Village Board meeting: Jan & Feb 2025 financial statements distributed.
- 5/12/2025 Village Board meeting: Internal Dec 2024 financial statements distributed. (This will not be the "audited" financial statements at this time; rather, this will be our preliminary internal 12/31/2024 financial statements for all funds that I would prepare for the Village Board. The final audited financial statements would be released at a later date, once the auditors have completed them for us.)
- 5/27/2025 Village Board meeting: Mar & Apr 2025 financial statements distributed.

**UPCOMING DEADLINES AHEAD:**

- **4/01/2025** - Debt Service Payment due from Kronenwetter
- **5/01/2025** - Debt Service Payment due from Kronenwetter
- **5/01/2025** – Annual Public Service Commission (PSC) financial report due from Water Utility
- **5/15/2025** – Annual Municipal Financial Report due to WDOR

Sometime in June or July 2025, I would distribute a tentative 2026 budget timeline for all department heads and managers, committee members, and Village Board members. This would include a pre-determined set of budget workshop dates to allow for adequate time to review the 2026 operating and capital budgets, before the final adoption by the Village Board in November 2025. There will be more to discuss on this matter in the coming months, of course.



## **Community Development/Planning and Zoning Director Report**

March 24, 2025

Peter S. Wegner, Community Development/Planning and Zoning Director

- Complaints/Enforcement.
- Correspondence with American Asphalt regarding CUP Renewal.
- Review TID #1 Project Plan and Amendment #1.
- Maple Ridge Commercial Animal Establishment CUP.
- Review 520-90 Exterior Lighting Standards.
- POWTS Zoom Meeting.
- Correspondence and review of proposed upgrades to Communication Tower at 1898 Creek Rd.
- Research SPS 361.03. 520-28 Temporary Unscreened Outdoor Storage Accessory to Industrial Use, 520-122 Temporary Use Reviews and 520-125 Certificate of Occupancy Procedures.
- Correspondence and review of proposed upgrades to Communication Tower at 3861 E. Nick Rd.
- Research permitting Chickens in Single Family Residential Zoning Districts.
- Research ATV/UTV Speed Limit.
- DNR correspondence Managed Forest Law – Noncompliance.
- Meeting with property owner on Gardner Park Road regarding possible rezone and CUP.
- Research Article III. – Solid Fuel-Fired Heating Devices.
- Draft changes to 520-121 Conditional Use Permits and 520-124 Site Plan Procedures
- Correspondence with Building Inspector re: 1572 Old Hwy 51.
- Correspondence regarding possible sale of Village owned property off Kronenwetter Drive.
- Correspondence with WDNR regarding Stormwater Management Plans.
- Correspondence with Developer regarding Maple Ridge rezone.
- Research Institutional Zoning District Conditional and Permitted Land Uses.
- Research Chapter 285 - Explosives and Chapter 303 – Fireworks.
- Meeting with Everest Youth Hockey Association.
- Research American Asphalt CUP Plant 22.
- Correspondence with Building Inspector regarding Erosion Control.
- Research Rezones, Zoning Districts and Land Uses within TID #1.
- Meeting with Engineer regarding capital improvement projects.
- Research Garage Condos vs. Personal Storage Facility.
- Correspondence regarding drainage issues at the end of Jamroz Road.





### **Report to Village Board**

**Item Name:** Director of Public Works and Utilities Report

**Meeting Date:** March 24, 2025

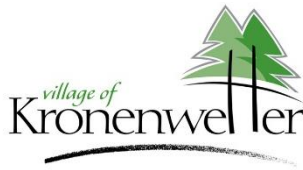
**Referring Body:**

**Committee Contact:**

**Staff Contact:** Greg Ulman

**Report Prepared by:** Greg Ulman

- Had our ribbon cutting ceremony on March 12<sup>th</sup> for the water treatment plant, it was a success with many people in attendance.
- Crews have been busy salting and plowing in early March.
- Crews have been continuing trimming right-of-way trees in the Village during non-snow periods.
- We are still seeing an uptick in rags flushed into the sanitary sewers and collecting into our pumps at the lift stations.
- We had the bid openings for the TID #2 projects, and they came back low enough in pricing that we are exploring options for Flanner and Jamroz Rd's.
- The MS4 has been completed and will be sent to the DNR after board approval.
- Weight limits are posted on Village roads for the spring season. They will be lifted based on weather conditions and soil moistures.
- We had our lift stations cleaned on March 13<sup>th</sup> by Aqualis.
- We are continuing to experience problems with lift station #3 pumps, they are a vacuum style pump and have been experiencing many clogging issues which leads to part failures.



## Report to Village Board

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**ITEM NAME:** Discussion and Possible Action: Engineering Services Agreement with Roth Professional Solutions

**MEETING DATE:** 3/20/25

**PRESENTING COMMITTEE:** APC

**COMMITTEE CONTACT:**

**STAFF CONTACT:** Greg Ulman

**PREPARED BY:** Greg Ulman

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**ISSUE:** After opening the bids for the TID #2 Kronenwetter Dr. and lift station #8 projects, we have learned that we have a total of \$6,032,492.14 awarded to contractors out of \$7,955,000 the Village has elected to borrow with the General Obligation Promissory Note approved by the Village Board on September 23, 2024. Which leaves an available balance of \$1,922,507.86 from the loan. Some of the money will go to upcoming engineering costs associated with the project, as well as other financial costs associated with the loan. However, we would like to fix another street within the TID #2 boundaries which is estimated at around \$1,000,000. In order to do that additional project, we need an engineer to draw up plans for the contractor which would take place on Flanner Rd and Jamroz Rd. The cost to design the project would be \$45,000. Our engineering firm for the entire TID #2 project is Roth Professional Solutions, and they would handle this additional aspect as well.

**PROPOSAL:** To accept the services agreement put forth by Roth Professional Solutions

**ADVANTAGES:** Jamroz and Flanner Rd. have broken apart and is beyond repair without a brand-new road and storm sewer. Water pools and has no place to flow except in residents' yards. For over ten years these roads have been a problem with the deuteriation and the water issues, but the Village never had money to properly fix it. Now with the additional money available from the loan we can properly fix our streets.

**ITEMIZE ALL ANTICIPATED COSTS:** \$45,000

**RECOMMENDED ACTION:** Accept the engineering services agreement from Roth Professional Solutions.

**ATTACHMENTS (describe briefly):** Pictures and Proposal











## **ENGINEERING SERVICES AGREEMENT**

This AGREEMENT (“Agreement”) is made as of March \_\_, 2025 by and between the VILLAGE OF KRONENWETTER (Village) and ROTH PROFESSIONAL SOLUTIONS (Consultant) which agree as follows:

### ***SECTION 1: SERVICES TO BE PERFORMED***

#### **A. SCOPE OF SERVICES**

Consultant shall perform or furnish professional services, as outlined in the “Request for Proposals: TID 2 Project E as outlined below (Hereinafter, ”Project”). The Consultant shall generally provide planning, surveying, geotechnical, design, coordinate public involvement, plans, specifications, bidding and supporting documentation.

The services to be provided include, but are not limited to the following:

#### **PROJECT E - Flanner, Jamroz Reconstruct & Drainage**

The scope of services for Project E is to be concurrent with Project A-B (Kronenwetter Drive South & Local Roads Rehabilitation) within TID2. Project E includes stormwater planning and administration which will likely include easement or right-of-way acquisition. Traditional road rehabilitation is planned in the work to integrate drainage solutions. The water and sewer utilities will be limited, that will cover manhole inspections for the repair or replacement of manholes or manhole castings & valves integral with pavement construction. Utility coordination will be required. It is possible, but not required, that Project E be added as a change order to Project A-B 2025 Road Rehabilitation. The goal is to advance the project as quickly as possible to ensure the utilization of favorable construction cost rates provided by the Contractor for Project A-B.

The following is a summary of services:

- Coordinate with Project A-B Contractor for Scheduling and Coordination and Initial Preparation of Change Order
- Title work by Surveyor
- Comprehensive road and R/W survey with extension of data towards proposed storm sewer outlet
- Geotechnical/borings completed and located, Wetland Delineation
- Project mapping, data, CAD development
- Due diligence on initial permitting
- Preliminary drainage plan, 50%
- Prepare public participation plan
- Initiate public contacts – direct property owner involvements



- Meet with DPW and Staff on project coordination, data, conditions
- Preliminary design report (pavement, base, etc.) 50%
- Utilities coordination
- Drainage analysis and report 90%
- Street lighting plans
- Erosion control plans
- Project plans and specifications 90%
- Municipal presentation/delivery
- Finalize permitting
- Public involvement meeting(s)
- Bid documents 100%
- Bid opening & contracts

**Exclusions:**

- Right-of-Way or Easement Land Cost Negotiation
- Environmental, Ecological or Archaeological Mitigation Services
- Railroad Coordination (for a railway obstruction, we are anticipating a horizontal directional bore to avoid a railroad shutdown)
- Retaining Wall Design (not anticipated)

**B. COMPENSATION**

Consultant shall provide professional services through each of the two (2) specified parts of the project as authorized by the Village, with those services being combined for one (1) project/billing format. The Consultant has estimated 400 hours, not including subconsultants. Subconsultants shall be billed through RPS and will appear on the invoice with their respective itemization. Services are to be compensated on an allocated lump sum fee for each analysis part as follows:

\$ 48,000

RPS Current Hourly Rates Through This Project Phase:

RPS President, Project Manager	\$175/hr
Project Engineer, Modeler	\$150/hr
Registered Land Surveyor	\$140/hr
Municipal Consultant	\$125/hr
Staff Engineer or Associate	\$120/hr
Technician	\$95-115/hr

**C. PROFESSIONAL STANDARDS**

In conducting the services, Consultant and its designated Sub-Consultants. will apply current professional judgment and use a level of effort consistent with current professional standards in the same or similar locality under similar circumstances in performing the Services. The Village acknowledges that “current professional

standards” shall mean the standard for professional services, measured as of the time those services are rendered, and not according to later established standards.

#### **D. CONSULTANT’S AUTHORIZED REPRESENTATIVE**

The Consultant shall designate a primary representative with respect to the services to be performed or furnished. Said person will have complete authority on behalf of Consultant to transmit instructions, receive information, and interpret and define Consultant’s policies and render decisions for Consultant with respect to services. Alternate representatives proposed by Consultant or the Village shall be subject to the approval of the Village Administrator.

Principal Municipal Engineer and Main Contact: Robert J. Roth, PE

#### **E. PLANS, DRAWINGS, MAPS AND OTHER DOCUMENTS PRODUCED**

1. All documents developed as a result of this Agreement are instruments of service with respect to this project. The Village shall have the unrestricted right to make, retain, use, publish and/or provide to the public or any third-party copies of any such documents for any purpose whatsoever as if the documents constituted work made for hire. It is expressly intended by the parties that no document which the Village has directly or indirectly paid Consultant to produce under this agreement shall be subject to any copyright or other protection from unlimited copying and use by the Village or persons acquiring the documents through the Village.
2. Consultant shall maintain copies of all plans, maps, reports, drawings, computations or other documents generated pursuant to this Agreement and make copies thereof available to the Village upon request. Digital copies shall be provided in any format requested by the Village at any time. Consultant shall not destroy its last remaining copy of any such document without first offering it to the Village for safekeeping.

### ***SECTION II – VILLAGE RESPONSIBILITIES***

#### **A. VILLAGE RESPONSIBILITIES FOR PROJECT**

The Village, at its expense, shall do the following in a timely matter so as not to delay or hinder Consultant in its furnishing of services:

1. Furnish Consultant with reports, studies, site characterizations, regulatory orders, and similar information in its possession relating to this Agreement, upon request. Unless otherwise specified, Consultant may rely upon information furnished by the Village’s authorized officers and employees without independent verification.
2. Schedule and properly notice public meetings as identified within the scope. Assist with arranging other meetings deemed necessary for the implementation of projects. These meetings may include meetings with agencies, landowners, concerned citizens, etc.

3. Take reasonable steps to arrange for access to and make all provisions for Consultant to enter upon public and private lands as required for Consultant to perform its work under this Agreement. Direct communication(s) by the Village to individual property owners may also be required.
4. Give prompt written notice to Consultant whenever the Village observes or otherwise becomes aware of any development that significantly affects the scope or time of performance or furnishing of Consultant's services or any defect or nonconformance in Consultant's services or in the work of any Contractor.
5. Furnish data in the Village's possession prepared by others to Consultant relevant to any services rendered by this Agreement together with any existing professional interpretations of the foregoing.
6. Examine studies, reports, and other documents presented by Consultant, and render, in writing, decisions pertaining thereto.
7. Consultant shall not be responsible for the accuracy and completeness of data furnished by the Village, including, but not limited to, computations, record drawings, and maps furnished by the Village.
8. The Village agrees to clarify and define project requirements and to provide such legal, accounting and insurance counseling services as it may deem necessary for the project.

#### **B. VILLAGE'S AUTHORIZED REPRESENTATIVE**

The Village's Authorized Representative under this Agreement shall be the Director of Public Works, or his/her designee, or duly appointed successor, who shall have complete authority to transmit instructions, receive information, interpret and define the Village's policies and decisions with respect to Consultant's services under this Agreement.

### ***SECTION III – PERIOD OF SERVICES***

#### **A. TIMETABLE**

The services under this Agreement shall be completed according to a scope and schedule agreed upon by the Village and Consultant. However, the parties mutually agree as part of this Engineering Services Agreement that the following timetable shall apply to this project:

- 1.

**Services to begin ASAP and be Expedited by the RPS along the Earliest Allowable Timeframe.**

Any changes in the scope or schedule for completion shall require mutual written agreement between the Village and Consultant. Due to the extensive public

involvement required for the project, this timeframe could be subject to delays. This can be from extended easement or right-of-way acquisition discussions, additional required public involvement or other outside jurisdictional requirement.

## **B. TERM OF AGREEMENT**

This Agreement shall commence as of the date set forth above and shall expire on the date upon which the final documents for all parts of project are received by the Village.

## **C. TERMINATION OF AGREEMENT**

1. The obligation to provide further services under this Agreement may be terminated:
  - a. By either party upon 30 days written notice in the event of substantial failure by the other party to perform in accordance with the terms hereof, through no fault of the terminating party. The failing party shall have the right, within 30 days, to correct or remedy the cited failures.
2. By Consultant upon seven days written notice if the Village has failed to pay for previous services rendered and its account is more than 90 days past due.
3. By Village effective upon the receipt of the Village's notice by Consultant.
  - a. In the event of termination not based on Consultant's failure to perform, Consultant shall be reimbursed for all services and expenses rightfully incurred prior to termination based upon the reasonable values of such services performed to date. The basis for compensation set forth in this Agreement shall take precedence for any determination for the value of services performed.

## **SECTION V – GENERAL PROVISIONS**

### **A. INSURANCE**

Consultant shall maintain, throughout the term of this Agreement, insurance coverage for Worker's Compensation, General Liability, and Professional Liability with limits reasonably acceptable to the Village. Consultant shall provide the Village with a certificate of insurance upon request showing the required coverage.

### **B. ENTIRE AGREEMENT**

This Agreement supersedes any and all agreements previously made between the parties relating to the subject matter of this Agreement and there are no understandings or agreements other than those incorporated in this Agreement. This Agreement may not be modified except by a written agreement, duly executed by all parties.

### **C. INDEMNIFICATION**

The Consultant hereby expressly agrees to indemnify and hold the Village and its agents harmless from and against all claims, costs and liability of every kind and nature, for injury or damage received or sustained by any person or entity in connection with, or on account of the performance of services pursuant to this Agreement. The Consultant further agrees to aid and defend the Village or its agents (at no cost to the Village or its agents) in the event they are named as a defendant in an action concerning the performance of work pursuant to this Agreement, except where such suit is brought by the Consultant for failure of the Village to perform under this agreement. The Consultant is not an agent or employee of the Village.

#### **D. GOVERNING LAW**

This Agreement shall be governed by and construed and interpreted in accordance with the internal laws of the State of Wisconsin.

#### **E. DISPUTE RESOLUTION**

1. In the event a dispute shall develop between the Village and Consultant arising out of or related to this Agreement, the Village and Consultant agree to use the following process to resolve the dispute:
  - a. The Village and Consultant agree to first negotiate all disputes between them in good faith.
  - b. If the Village and Consultant are unable to resolve the dispute by negotiation as described above, the Village and Consultant agree to submit the dispute to non-binding mediation.
    - 1) The cost of any mediator shall be paid equally by the parties, and each party shall be responsible for its own legal and other costs of participating in the mediation.
    - 2) If the Village and Consultant are unable to resolve the dispute by negotiation or by mediation, they are free to utilize whatever other legal remedies are available to settle the dispute.

#### **F. SEVERABILITY**

If any provision of this Agreement shall, under any circumstances be deemed invalid or inoperative, this Agreement shall be construed with the invalid or inoperative provision deleted and the rights and obligations construed and enforced accordingly.

IN WITNESS WHEREOF, the parties hereto have executed this Agreement to be effective as of the date first above written.

_____	ROTH PROFESSIONAL SOLUTIONS, INC. _____
Designated Village Representative	CONSULTANT _____
	By: _____
Date: _____	Date: _____



### **Report to VB**

**Agenda Item:** Budgeting for a new Dump/Plow Truck  
**Meeting Date:** March 24, 2025  
**Referring Body:** APC  
**Committee Contact:** Chris Voll  
**Staff Contact:** Greg Ulman  
**Report Prepared by:** Greg Ulman

**AGENDA ITEM:** Budgeting for a new Dump/Plow Truck

**OBJECTIVE(S):** To have a plan on purchasing a new plow/dump truck.

**HISTORY/BACKGROUND:** Our 2006 Sterling tandem axle dump truck is up for replacement, and to help with the budgeting we received a few initial quotes to get a more accurate price. The quote for the chassis will range around \$148,000, while the body of the truck will be roughly \$167,000, for a total around \$315,000. Again, these are just preliminary budgetary quote numbers and we won't know the official price until we go out for bid. Once we place the order, the truck chassis will take 3 months to arrive, after the truck chassis has arrived it will take another 12 months for the body to be assembled.

We are looking at 3 scenarios on how to fund the truck from the Capital Equipment Replacement Fund #750, which currently has a balance of \$353,531.83 (as of 1/1/25), with budgeted 2025 expenditures of \$86,000, the 2025 year-end balance will be **\$267,531.83**:

1. Pay for the truck chassis in 2025 with the available funds and pay for the body in 2026 from the capital equipment fund #750, which would leave us with roughly \$119,531.83 in the account for the rest of 2025, until new funds are added next budget year.
2. Pay for the chassis and part of the body with the capital equipment replacement fund #750 in 2025 by using \$165,000 from the fund. Which would leave us a balance of roughly \$102,531.08 in the account for the rest of 2025, and fund the remaining portion of the body of the truck with our excess salt budget money from our salt/brine account which currently has a balance of \$225,000, with a salt order of \$53,000 to come yet in spring, which would leave us at \$172,000. We would then spend roughly \$151,000 of that with a remaining balance of roughly \$21,000.
3. Wait until next year, 2026, to order the truck chassis and body with higher inflation fees of roughly \$6,000 as well as additional federal government emissions fees of \$30,000, while it would still be a 12-18-month lead time for the completion of the vehicle.

Before staff goes out for bid on this item we would like to have direction on how we would finance this piece of equipment as well as should we continue with the bidding process this year or wait until 2026.

**PROPOSAL:** To have APC give a recommendation to the village board on how to finance the new dump/plow truck.

Section 5, ItemG.

**RECOMMENDED ACTION:** Approve a motion for the Village Board on how to finance the new dump/plow truck and continue with the bidding process, or wait until 2026.

**ATTACHMENTS:** 5-year plan, quotes, and budgetary numbers.



Manufacturer	Freightliner	Peterbilt	Western Star
Price	\$135,700.00	\$153,925.00	\$154,825
Possible Surcharge	\$3,500.00	\$0.00	\$25,000.00
Potential Total	\$139,200.00	\$153,925.00	\$179,825.00

Equipment	Year	Make	Model	Desired Year of Replacement/Yrs of Service	Actual year of Replacement	Years Out	Cost of Replacement
Tandem Axle Dump K-22	2006	Sterling		2026 / 20yrs	2026	20	\$315,000.00
Crew Cab Pickup	2015	Dodge	2500	2025 / 12yrs	2027	12	\$65,000.00
Front End Loader	2002	Cat	938	2022 / 20yrs	2028	26	\$300,000.00
Tandem Axle Dump K-23	2007	Sterling		2027 / 20yrs	2030	23	\$340,000.00
Wheeled Excavator	2008	Volvo	EW 180 C	2028 / 20yrs	2031	23	\$320,000.00
Front End Loader	2009	John Deere	624	2029 / 20yrs	2032	23	\$320,000.00
Crew Cab Pickup	2021	Ford	F-250	2031 / 12yrs	2033	12	\$85,000.00
Tandem Axle Dump K-21	2014	Mack		2034 / 20yrs	2034	20	\$360,000.00
Small Dump Regular Cab	2018	Dodge	3500	2033 / 15yrs	2036	18	\$100,000.00
Tandem Axle Dump K-20	2016	Freightliner		2036 / 20yrs	2038	22	\$370,000.00
Tandem Axle Dump K-25	2022	Freightliner		2042 / 20yrs	2042	20	\$380,000.00
Ditch Mower Tractor	2024	Case	Ditch Mower	2049 / 25yrs	2049	25	\$350,000.00
Hot Box Patcher	2015	Spaulding RMV	2 Ton	2035 / 20yrs	2035	20	TBD
Grader	2021	Cat	12M3	2021 / 5yrs	Lease	5	Leased
Bulldozer	2005	Cat	D5G XL	N/A	TBD	TBD	TBD
Skidsteer	2020	Bobcat	T 66	N/A	TBD	TBD	TBD
Sign Truck	1994	Ford	F 7000	N/A	TBD	TBD	TBD
Blacktop Roller	2019	Bomag		N/A	TBD	TBD	TBD
Shoulder Machine	N/A	N/A	N/A	N/A	TBD	TBD	TBD
Tar Kettle	N/A	N/A	N/A	N/A	TBD	TBD	TBD
Air Compressor	1989	Sullair	N/A	N/A	TBD	TBD	TBD
Line Painter	2008	Graco	Line Lazer 200hs	N/A	TBD	TBD	TBD

Salt & Brine

Estimated Costs	Cost	Funds	Remaining Funds	Amount of Funds used	Balance
Truck	\$148,000.00	Equipment Purchases	\$267,531.83 Left over from 2024	\$165,000.00	\$102,531.08
Equipment	\$168,000.00	Salt/Brine	\$173,000.00	\$151,000.00	\$21,000.00
Total	\$316,000.00			\$316,000.00	

**VILLAGE OF KRONENWETTER  
BUDGET 2025**

**Capital Equipment Replacement Fund #750**

<b>REVENUES</b>										COMMENTS:
	2020 Actual:	2021 Actual:	2022 Actual:	2023 Actual:	ADOPTED BUDGET 2024:	ACTIVITY THROUGH 09/30/2024:	ESTIMATED YEAR END 2024:	PROPOSED BUDGET 2025:	% Change	
750-41000-000 Tax Revenues	\$ 100,000.00	\$ 130,000.00	\$ 200,000.00	\$ 200,000.00	\$ 428,500.00	\$ 428,500.00	\$ 428,500.00	\$ 86,000.00	-79.93%	
750-00-43851-000-000 Grant Revenue	\$ -	\$ -	\$ 71,500.00	\$ -	\$ -	\$ -	\$ -	\$ -	#DIV/0!	
750-48000-100 Interest Earned on Investments	\$ 8,844.57	\$ 7,248.82	\$ 6,117.35	\$ 6,949.31	\$ 7,500.00	\$ 1,424.30	\$ 1,895.07	\$ 1,000.00	-86.67%	
750-00-48000-002-303 Sale of Equipment	\$ -	\$ -	\$ -	\$ 64,227.91	\$ -	\$ -	\$ -	\$ -	#DIV/0!	
750-00-49000-000-000 Proceeds; Loans/Financing	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	#DIV/0!	
750-00-49100-000-000 Proceeds from LT Debt	\$ -	\$ -	\$ -	\$ 732,208.00	\$ -	\$ -	\$ -	\$ -	#DIV/0!	
750-49210-000 Transfer from General Fund	\$ -	\$ -	\$ -	\$ -	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00	\$ -	-100.00%	
750-00-49250-000-000 Transfer from Parks Fund	\$ -	\$ -	\$ -	\$ 72,021.31	\$ -	\$ -	\$ -	\$ -	#DIV/0!	
Undesignated Funds	\$ 108,844.57	\$ 137,248.82	\$ 277,617.35	\$ 1,075,406.53	\$ 445,000.00	\$ 439,924.30	\$ 440,395.07	\$ 87,000.00	-80.49%	

<b>EXPENDITURES</b>										COMMENTS:
	2020 Actual:	2021 Actual:	2022 Actual:	2023 Actual:	ADOPTED BUDGET 2024:	ACTIVITY THROUGH 09/30/2024:	ESTIMATED YEAR END 2024:	PROPOSED BUDGET 2025:	% Change	
750-51000-001-000 Equipment Purchases	\$ 312,102.99	\$ 40,527.94	\$ 394,490.53	\$ 123,540.19	\$ 461,395.00	\$ 457,491.81	\$ 461,395.00	\$ 86,000.00	-81.36%	
750-51900-000-000 Bank & Investment Fees	\$ 776.95	\$ 2,262.59	\$ 2,366.09	\$ 2,016.21	\$ 2,000.00	\$ -	\$ -	\$ 1,000.00	-50.00%	
750-00-57220-000-000 Fire Protection Capital Outlay	\$ -	\$ -	\$ -	\$ 934,660.83	\$ -	\$ -	\$ -	\$ -	#DIV/0!	
750-00-59000-000-000 Transfer to Other Funds	\$ -	\$ -	\$ -	\$ 3,500.00	\$ -	\$ -	\$ -	\$ -	#DIV/0!	
	\$ 312,879.94	\$ 42,790.53	\$ 396,856.62	\$ 1,063,717.23	\$ 463,395.00	\$ 457,491.81	\$ 461,395.00	\$ 87,000.00	-81.23%	

**Equipment Purchases:**

PD - BWC (Body Cams)	\$ 22,000.00
Police Department - Squad & Outfitted	\$ 64,000.00
<b>\$</b>	<b>\$ 86,000.00</b>

## Budget Transactions

100-53000-311-342 - Salt/Brine(E)

YTD Balance:						Total Budget:	Encumbrance:	Variance:
					\$0.00	\$225,000.00	\$0.00	\$225,000.00
Drag a column header here to group by that column								
GL Period	Date ↑	Ref No.	Jrnl Co	Budget L...	Description	Debit	Credit	
25	1/1/2025	256-1	BUDGET	2 ORIGINAL	2025 Original Adopt...	\$225,000.00		\$0.00

VILLAGE OF KRONENWETTER

Trial Balance - by Account Number

Page: 1

Period: 12/24 (12/31/2024)

Feb 20, 2025 12:29PM

Account Number	Title	Debit Amount	Credit Amount
750-11101	POOLED CASH	264,979.12	
750-11103	Peoples State Bank Savings	.00	
750-11104	Raymond James - AAA Bond Fund	.00	
750-11108	Incredible Tax Savings	2,552.71	
750-11310	LGIP - General	.00	
750-11320	American Deposit Mgmt Co	.00	
750-11325	Valley Communities Cr. Union	.00	
750-11700	WoodTrust Investments	.00	
750-12100	Taxes Receivable	86,000.00	
750-16000	Prepaid Expenses	.00	
750-21100	Vouchers Payable	.00	
750-26100	Deferred Property Tax Revenue		86,000.00-
750-39000	Undesignated Fund Balance		285,099.34-
750-41000-000	Tax Revenues		428,500.00-
750-43851-000	Grant Revenue	.00	
750-48000-100	Interest Earned on Investments		1,424.30-
750-48000-303	Sale of Equipment	.00	
750-49100-000	Proceeds from LT Debt	.00	
750-49210-000	Transfer from General Fund		10,000.00-
750-49250-000	Transfer to Parks Fund	.00	
750-51000-001-000	Equipment Purchases	457,491.81	
750-51900-000-000	Bank & Investment Fees	.00	
750-57220-000-000	Fire Protection Capital Outlay	.00	
750-59000-100-000	Transfer to General Fund	.00	
Grand Totals:		811,023.64	811,023.64-

267,531.83 AS OF 12/31/2024  
+ 86,000.00 ← ADD 1/1/2025  
353,531.83 BAL - AT 1/1/2025  
- 86,000 ← 2025 BUDGET  
267,531.83 BAL - LEFT AFTER 2025 BUDGET EXPS.

## Report Criteria:

Actual amounts

Account.Account number = "75011101"- "75059000100000"

Prepared for:  
Brad Jacobson  
KRONENWETTER VILLAGE OF  
1582 KRONENWETTER DR  
  
KRONENWETTER, WI 54455  
Phone: 715-574-5160

Section 5, ItemG.  
Mark Arnold  
TRUCK COUNTRY OF  
WAUSAU  
2435 TRAILWOOD LANE  
MOSINEE, WI 54455  
Phone: 715-359-9989

## Q U O T A T I O N

### 114SD PLUS CONVENTIONAL CHASSIS

SET BACK AXLE - TRUCK  
CUM L9 370 HP @ 2100 RPM; 2100 GOV RPM, 1250 LB-  
FT @ 1200 RPM  
ALLISON 3000 RDS AUTOMATIC TRANSMISSION WITH  
PTO PROVISION  
MERITOR RT-46-160 46,000# R-SERIES TANDEM REAR  
AXLE  
TUFTRAC GEN2 46,000# REAR SPRING SUSPENSION  
DETROIT DA-F-20.0-5 20,000# FL1 71.0 KPI/3.74 DROP  
SINGLE FRONT AXLE  
20,000# TAPERLEAF FRONT SUSPENSION

114 INCH BBC FLAT ROOF ALUMINUM CONVENTIONAL  
CAB  
4725MM (186 INCH) WHEELBASE  
NO FIFTH WHEEL  
1/2X3.64X11-7/8 INCH STEEL FRAME  
(12.7MMX301.6MM/0.5X11.88 INCH) 120KSI  
1775MM (70 INCH) REAR FRAME OVERHANG  
PARTIAL INNER FRAME REINFORCEMENT AT FRONT  
SUSPENSION  
TEM TO EVALUATE AND INSTALL FRAME RAIL  
REINFORCEMENT AS NEEDED FOR FRONT  
FRAME MOUNTED EQUIPMENT

		PER UNIT	TOTAL
VEHICLE PRICE	TOTAL # OF UNITS (1)	\$ 140,460	\$ 140,460
EXTENDED WARRANTY		\$ 7,072	\$ 7,072
DEALER INSTALLED OPTIONS		\$ 0	\$ 0
CUSTOMER PRICE BEFORE TAX		\$ 147,532	\$ 147,532
TAXES AND FEES			
TAXES AND FEES		\$ 0	\$ 0
OTHER CHARGES		\$ 0	\$ 0
TRADE-IN			
TRADE-IN ALLOWANCE		\$ (0)	\$ (0)
BALANCE DUE	(LOCAL CURRENCY)	\$ 147,532	\$ 147,532

#### COMMENTS:

Projected delivery on \_\_\_ / \_\_\_ / \_\_\_ provided the order is received before \_\_\_ / \_\_\_ / \_\_\_.

#### APPROVAL:

Please indicate your acceptance of this quotation by signing below:

Customer: X \_\_\_\_\_ Date: \_\_\_ / \_\_\_ / \_\_\_.

**Daimler Truck Financial**

Financing that works for you.

See your local dealer for a competitive quote from Daimler Truck Financial, or  
contact us at [Information@dtfoffers.com](mailto:Information@dtfoffers.com).

Daimler Truck Financial offers a variety of finance, lease and insurance solutions to  
fit your business needs. For more information about our products and services, visit  
our website at [www.daimler-truckfinancial.com](http://www.daimler-truckfinancial.com).



Prepared for:  
 Brad Jacobson  
 KRONENWETTER VILLAGE OF  
 1582 KRONENWETTER DR  
  
 KRONENWETTER, WI 54455  
 Phone: 715-574-5160

Prepared by: Section 5, ItemG.  
 Mark Finkbeiner  
 TRUCK COUNTRY OF  
 WAUSAU  
 2435 TRAILWOOD LANE  
 MOSINEE, WI 54455  
 Phone: 715-359-9989

## Q U O T A T I O N

### WESTERN STAR 47X

SET BACK AXLE - TRUCK  
 CUM L9 370 HP @ 2100 RPM; 2100 GOV RPM, 1250 LB-  
 FT @ 1200 RPM  
 ALLISON 3000 RDS AUTOMATIC TRANSMISSION WITH  
 PTO PROVISION  
 MERITOR RT-46-160 46,000# R-SERIES TANDEM REAR  
 AXLE  
 TUFTRAC GEN2 46,000# REAR SPRING SUSPENSION

DETROIT DA-F-20.0-5 20,000# FL1 71.0 KPI/3.74 DROP  
 SINGLE FRONT AXLE  
 20,000# TAPERLEAF FRONT SUSPENSION  
 111.6 INCH BBC CONVENTIONAL ALUMINUM CAB  
 4725MM (186 INCH) WHEELBASE  
 13.0MM X 87.0MM X 311.0MM STEEL FRAME  
 (0.51X3.43X12.24 INCH) 120 KSI  
 1775MM (70 INCH) REAR FRAME OVERHANG

			PER UNIT		TOTAL
VEHICLE PRICE	TOTAL # OF UNITS (1)	\$	159,512	\$	159,512
EXTENDED WARRANTY		\$	7,072	\$	7,072
DEALER INSTALLED OPTIONS		\$	0	\$	0
<b>CUSTOMER PRICE BEFORE TAX</b>		<b>\$</b>	<b>166,584</b>	<b>\$</b>	<b>166,584</b>
<b>TAXES AND FEES</b>					
TAXES AND FEES		\$	0	\$	0
OTHER CHARGES		\$	0	\$	0
<b>TRADE-IN</b>					
<b>TRADE-IN ALLOWANCE</b>		\$	(0)	\$	(0)
<b>BALANCE DUE</b>	<b>(LOCAL CURRENCY)</b>	<b>\$</b>	<b>166,584</b>	<b>\$</b>	<b>166,584</b>

#### COMMENTS:

Projected delivery on \_\_\_ / \_\_\_ / \_\_\_ provided the order is received before \_\_\_ / \_\_\_ / \_\_\_.

#### APPROVAL:

Please indicate your acceptance of this quotation by signing below:

Customer: X\_\_\_\_\_ Date: \_\_\_ / \_\_\_ / \_\_\_.

**Daimler Truck Financial**

Financing that works for you.

See your local dealer for a competitive quote from Daimler Truck Financial, or contact us at [Information@dtfoffers.com](mailto:Information@dtfoffers.com).

Daimler Truck Financial offers a variety of finance, lease and insurance solutions to fit your business needs. For more information about our products and services, visit our website at [www.daimler-truckfinancial.com](http://www.daimler-truckfinancial.com).



UNIVERSAL TRUCK EQUIPMENT INC.  
N15921 SCHUBERT RD  
GALESVILLE, WI. 54630  
608-539-4600 ORDERS  
Date: 2-3-25

Section 5, ItemG.

For: Village of Kronenwetter  
Att: Brad & Town Board  
Quoted by: Jordan Manka

### 1) Henderson Mark *E-ti* 16' Asphalt Dump Body: (140" C/T)

- \* 7ga. 201 Stainless Steel Construction
- \* Unibody design "No cross members"
- \* 16ft. box with 86" inside width/96" outside width
- \* 60in. high header
- \* 44in. one piece sides - 201 S/S
- \* Two full length weld on side braces – 201 S/S
- \* 52in. Asphalt tailgate -Smooth out the top of the TG for hauling culverts
- \* 4 panel, air trip tailgate, brake chamber type, grab handles in lower panel & D-Ring on inside top center
- \* One piece ¼" AR400 floor (200,000 PSI tensile strength)
- \* 5" rounded floor to side radius (¼" AR400 material)
- \* Contoured front corner post, 201 S/S / Full depth rear corner post, 201 S/S
- \* Fully boxed in & fully welded top rails, 201 S/S
- \* Bottom rub rail and top rail are sloped for dirt & debris shedding
- \* Under frame is two 8" structural steel I-beam long sills with "No splices" – Fully Welded
- \* 22" x 78" cabshield w/ 45 degree oval light holes, fully welded, 201 S/S
- \* Back-up alarm –91Db / One shovel holder mounted to the left front corner post
- \* Two sets of mudflaps, rigid fronts w/ quick detach rears
- \* 10" black poly side boards with 2 intermediate braces on each side
- \* S/S grip strut walk rail down both sides of body
- \* Ladder steps mounted in front of the left rear corner post w/ steps above & inside
- \* Donovan electric asphalt tarp system with aluminum arms and aluminum housing
- \* Optimo heated camera mounted on the right rear corner post in a S/S protective housing – ran to the 6100
- \* Cougar 3200 vibrator on UTE plate w/ momentary switch in cab
- \* 18x18x30 S/S toolbox installed where room permits
- \* All electrical wiring connections will be put in heat shrink tubing & will run to a sealed junction box
- \* Unpainted body w/ the frame and the underside of the body painted black
- \* One year warranty

### 1) Hoist: (Proximity switch hoist limiter)

- \* Mailhot Telescopic Hoist model CS150-6.5-4DA (Double Acting...power up & power down)
- \* Capacity is 30 ton / Two safety body props
- \* Rifle Drilled Stainless steel rear hinge pins
- \* Two year warranty

### 1) Hydraulic system:

- \* Force America FASD45L (6.0 cu. in.) load sense pump with 1" shut off valve
- \* Force America AAF-(6) spool valve body mounted in a Stainless Steel weather proof enclosure
- \* Valve body to run Reversible Auger, Dual Spinners, D/A Plow lift & Swing, D/A Wing toe & heel & D/A Telescopic Hoist w/500 psi. relief on down side
- \* MPJC-6100-3-Ultra Controller with integrated 6100 Ultra spreader control – Open loop
- \* Fully proportional controls w/ 10" diagonal color TFT LCD low profile widescreen w/800 x 480 pixel resolution
- \* 30/45 gal. Stainless Steel reservoir with in tank mounted filter and 2" shut off valve / Sight & temperature gauge
- \* Hyd tank mounted between the cab and the box / Plow cushion valve installed on front bumper
- \* Low oil & Temp sending units wired to the ultra / Body up light wired to ultra / Proximity switch hoist limiter
- \* Stainless Steel lines with short hoses and fittings to the spreader / Camera harness
- \* Hoses, couplers & hyd. oil as needed / filter by-pass wired to ultra
- \* Wing loc valve installed to prevent wing from settling / Mounted & fully operational / One year warranty

UNIVERSAL TRUCK EQUIPMENT INC.  
N15921 SCHUBERT RD  
GALESVILLE, WI. 54630  
608-539-4600 ORDERS  
Date: 2-3-25

Section 5, ItemG.

For: Village of Kronenwetter  
Att: Brad & Town Board  
Quoted by: Jordan Manka

**1) Universal BH-12-43L HDP power reversible snow plow:**

- \* 12ft. plow length
- \* 43in. plow height (measured with 6" cutting edge / 50" with 8" cutting edge)
- \* 10ga. moldboard
- \* Pin & Loop hitch, plow portion
- \* **Heavy Duty Push Frame constructed with ½" x 4" x 8" angle iron, eight ½" ribs (in lieu of six), fully welded, six main hinge points (in lieu of four) with the furthest hinge point extending about 15" from the end of the plow**
- \* One heavy duty 4" x 13" power reversing cylinder w/ brass bushing and grease zerk at live end of cylinder for extended wear
- \* Four heavy duty adjustable moldboard trip springs, extension type
- \* ¾" x 4" x 4" lower angle, fully gusseted (lower angle is pre-punched for carbide blades)
- \* Plow is fully welded
- \* **5/8" x 8" x 12' cutting edge with standard AASHO punch**
- \* **Rubber snow flap, 3-ply, ½" thick x 12" wide**
- \* **Plow markers**
- \* **Crank adjustable parking stand**
- \* **Primed & painted Black**
- \* Quick couplers & hoses
- \* Mounted & fully operational
- \* One year warranty

**1) Universal Truck Portion of Pin & Loop style hitch:**

- \* 3/8" x 4" x 7" x 90" heavy duty bumper, full length
- \* 3½" x 10" **Double Acting** lift cylinder with **Nitrated rod**
- \* Painted & fully operational
- \* One year warranty

**1) Swenson SBD9SS EXT auger tailgate sander:**

- \* **201 Stainless Steel Construction**
- \* **DUAL Spinners**
- \* Direct drive auger motor – Custom S/S spill shields installed to hold the TG open
- \* Full 3/8" thick fighting
- \* Fighting is welded to a 2-3/8" O.D. schedule 80 pipe, supported by 1½" shafts
- \* Ball type bearings are 1¼" diameter & are greaseable, mounted with a 4 bolt flange
- \* End plates are ¼"
- \* Bottom opens with 6 hinge points for easy cleanout
- \* Self leveling dual spinner assemblies w/ 18" poly spinners – left or right discharge
- \* Extended trough for asphalt body
- \* **Mounted & fully operational with hoses & quick disconnects – UTE couplers**
- \* One year warranty

UNIVERSAL TRUCK EQUIPMENT INC.  
N15921 SCHUBERT RD  
GALESVILLE, WI. 54630  
608-539-4600 ORDERS  
Date: 2-3-25

Section 5, ItemG.

For: Village of Kronenwetter  
Att: Brad & Town Board  
Quoted by: Jordan Manka

**1) Universal AHW/UTF TE 10' Uni-Tilt Wing:** (Tilted front mount)

- \* All hydraulic **"No cables"**
- \* **10ft.** moldboard length
- \* **30in.** straight moldboard height
- \* 3/16" moldboard thickness
- \* **1½" main pivot bolt**
- \* **Heavy Duty Trip Cutting Edge** with torsion type trip springs
- \* **Eight ½" ribs, fully welded**
- \* 8" float at the toe
- \* **Heavy duty adjustable spring loaded push beam with shear pin**
- \* Floating link arm at the heel
- \* **Double acting** toe cylinder with 3½" bore and 2" Nitrided rod
- \* **Double acting** 4" x 13" **D-cell type** heel cylinder with 2" Nitrided rod
- \* ½" x 3" x 4" lower angle, fully gusseted
- \* **5/8" x 8" x 10' cutting edge** with standard AASHO punch
- \* **Safety chain at the toe**
- \* **Safety chain with rear stop**
- \* Four (4) 1" thick horizontal floating links
- \* Two (2) ¾" thick vertical connecting links
- \* Four (4) 1½" link bolts with 8" bushings and grease zerks
- \* ½" thick mounting for the slab
- \* ½" x 4" x 6" rectangular front tube assy.
- \* **Plow end marker – heel & post**
- \* Wing lock valves for wing toe & heel
- \* Hoses & quick couplers with dust caps & plugs as needed
- \* **Air-bag installed in front on wing side w/ in cab controls**
- \* One (1) LED Wing warning light mounted off the end of the wing moldboard
- \* Mounted & fully operational
- \* **Primed & painted Black**
- \* One year warranty

**1) Lights:**

- \* **Two (2) Whelen TIR6 LED warning lights rubber grommet mounted in the cabshield 45degree holes**  
**One amber and one green**
- \* **Stainless Steel lightboxes mounted to the outside of the rear corner posts**
- \* **Two (2) Whelen TIR6 LED warning lights rubber grommet mounted in the rear lightboxes**  
**One amber and one green**
- \* **Two (2) LED back-up lights rubber grommet mounted in the rear lightboxes**
- \* **Two (2) LED S/T/T rubber grommet mounted in the rear lightboxes**
- \* **One set of Truck Lite LED snow plow lights, mounted on S/S brackets on the hood of the truck**
- \* **(1) LED Amber sander light (MWL-19Y) & (1) LED clear wing light (MWL-20)**
- \* **(1) LED reverse light mounted in the hinge area**
- \* **8" heated mirror for viewing the wing mounted o the right light bracket**
- \* **Relocate factory stop/turn/tail lights recessed between rear hinge angle**

UNIVERSAL TRUCK EQUIPMENT INC.  
N15921 SCHUBERT RD  
GALESVILLE, WI. 54630  
608-539-4600 ORDERS  
Date: 2-3-25

Section 5, ItemG.

For: Village of Kronenwetter  
Att: Brad & Town Board  
Quoted by: Jordan Manka

**1) Pintle hitch:**

- \* 1" thick – plate steel
- \* **Two (2)** heavy duty D-rings
- \* 30T swivel type pintle hitch
- \* 7 pin trailer light receptacle wired for lights and trailer

**1) Rotogrip I - The automatic chain grip system for snow & ice:**

- \* Security at the touch of a switch without having to stop the vehicle
- \* Capable of forward & reverse operation
- \* Made of all high grade materials / **6 strands of chain**
- \* The chains are capable of low speed operation (5 MPH or less)
- \* The chain strands & drive wheel are designed as field replaceable parts

**Total: \$167,293.00 Budget Estimate Only**

Equipment installed in 360 days or less after chassis is delivered to our yard

**Please note:**

Because of the new emissions on trucks, Universal Truck Equipment will not be held responsible for **major modifications** or **relocation** of the exhaust. The truck should be ordered to accommodate the equipment you are putting on the truck, Universal Truck Equipment should not be held responsible **for major modifications** or the **relocation** of air tanks, battery boxes, exhaust and/or fuel tanks. Each truck mfg./salesman has different ways of setting up patrol trucks, it is important to get things in the right location. Because we are not directly involved in ordering the truck we have no way of knowing what kind of modifications or relocations need to be done, **if any** (unless we are aware of it before the equipment is bided). Most of the time the trucks can be ordered to **eliminate or minimize** the modifying or relocating of the standard truck exhaust, battery boxes, air tanks and/or fuel tanks.

Prepared For :  
Brad Jacobson  
KRONENWETTER VILLAGE OF  
1582 KRONENWETTER DR  
KRONENWETTER, WI 54455  
UNITED STATES  
Phone : 715-574-5160

Prepared by: **Section 5, ItemG.**  
Mark Arndt

TRUCK COUNTRY OF WAUSAU  
2435 TRAILWOOD LANE  
MOSINEE, WI 54455  
Phone : 715-359-9989

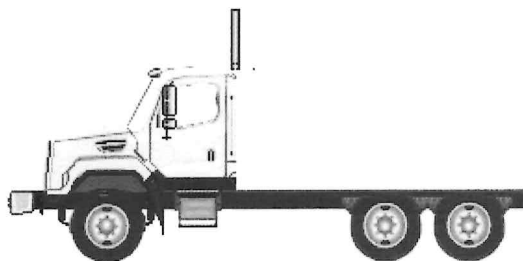
A proposal for  
KRONENWETTER VILLAGE OF

Prepared by  
TRUCK COUNTRY OF WAUSAU

Mark Arndt

March 21, 2025

Freightliner 114SD Plus



Components shown may not reflect all spec'd options and are not to scale



Prepared For :  
Brad Jacobson  
KRONENWETTER VILLAGE OF  
1582 KRONENWETTER DR  
KRONENWETTER, WI 54455  
UNITED STATES  
Phone : 715-574-5160

Prepared by:  
Mark Arndt  
TRUCK COUNTRY OF WAUSAU  
2435 TRAILWOOD LANE  
MOSINEE, WI 54455  
Phone :715-359-9989

Section 5, ItemG.

QUOTATION

114SD PLUS CONVENTIONAL CHASSIS

SET BACK AXLE - TRUCK	4725MM (186 INCH) WHEELBASE
CUM L9 370 HP @ 2100 RPM; 2100 GOV RPM, 1250 LB-FT @ 1200 RPM	NO FIFTH WHEEL
ALLISON 3000 RDS AUTOMATIC TRANSMISSION WITH PTO PROVISION	7/16X3-9/16X11-1/8 INCH STEEL FRAME (11.11MMX282.6MM/0.437X11.13 INCH) 120KSI
MERITOR RT-46-160P 46,000# R-SERIES TANDEM REAR AXLE WITH PUMP	1775MM (70 INCH) REAR FRAME OVERHANG
TUFTRAC GEN2 46,000# REAR SPRING SUSPENSION	PARTIAL INNER FRAME REINFORCEMENT AT FRONT SUSPENSION
DETROIT DA-F-20.0-5 20,000# FL1 71.0 KPI/3.74 DROP SINGLE FRONT AXLE	TEM TO EVALUATE AND INSTALL FRAME RAIL REINFORCEMENT AS NEEDED FOR FRONT FRAME MOUNTED EQUIPMENT
20,000# TAPERLEAF FRONT SUSPENSION	
114 INCH BBC FLAT ROOF ALUMINUM CONVENTIONAL CAB	

		PER UNIT	TOTAL
VEHICLE PRICE	TOTAL # OF UNITS (1)	\$ 129,533	\$ 129,533
EXTENDED WARRANTY		\$ 6,167	\$ 6,167
DEALER INSTALLED OPTIONS		\$ 0	\$ 0
CUSTOMER PRICE BEFORE TAX		\$ 135,700	\$ 135,700

TAXES AND FEES

TAXES AND FEES	\$ 0	\$ 0
OTHER CHARGES	\$ 0	\$ 0

TRADE-IN

BALANCE DUE	(LOCAL CURRENCY)	\$ 135,700	\$ 135,700
-------------	------------------	------------	------------

COMMENTS:  
Projected delivery on \_\_\_ / \_\_\_ / \_\_\_ provided the order is received before \_\_\_ / \_\_\_ / \_\_\_.

APPROVAL:  
Please indicate your acceptance of this quotation by signing below:

Customer: X\_\_\_\_\_ Date: \_\_\_ / \_\_\_ / \_\_\_.





**MOTOR VEHICLE PURCHASE CONTRACT** THIS IS AN OFFER TO PURCHASE THAT WILL BECOME A BINDING MOTOR VEHICLE PURCHASE CONTRACT IF ACCEPTED BY THE DEALER. THE DEALER MUST ACCEPT OR REJECT THE OFFER WITHIN 2 WORKING HOURS OR THE OFFER IS AUTOMATICALLY VOIDED AND YOU MAY REScind THE OFFER UNLESS AND UNTIL ACCEPTED BY THE DEALER. UNTIL ACCEPTANCE OR REJECTION OF THE OFFER THE DEALER SHALL BE PROHIBITED FROM SELLING THE VEHICLE TO ANY OTHER PARTY.

## TRUCK

NO.

Section 5, ItemG.

DEALER NAME 2435 TRAILWOOD LANE CITY, STATE, ZIP ROTHSCHILD, WI 54474 TELEPHONE NO. (800) 348-9195		VEH. STOCK NO. OR ORDER NO. order out ORDER DATE 3/24/25 SALESPERSON'S NAME (PLEASE PRINT) Mark Arndt SALESPERSON'S LICENSE NUMBER	
PROSPECTIVE PURCHASER ("YOU") NAME(S) VILLAGE OF KRONENWETTER			
PROSPECTIVE PURCHASER STREET ADDRESS 1582 KRONENWETTER, DR		CITY KRONENWETTER	STATE WI ZIP 54455
RESIDENCE PHONE	CELL PHONE	BUSINESS PHONE	RESIDENCE COUNTY
RESIDENCE TOWNSHIP/CITY/VILLAGE		E-MAIL ADDRESS	
PLEASE ENTER MY ORDER FOR THE FOLLOWING DESCRIBED VEHICLE <input checked="" type="checkbox"/> NEW <input type="checkbox"/> USED <input type="checkbox"/> DEMO <input type="checkbox"/> GLIDER KIT TITLE AS <input type="checkbox"/> TRAILER <input type="checkbox"/> TRUCK <input type="checkbox"/> BUS LICENSE NO.			
PURCHASED VEHICLE OWNED OR LEASED/TRADE-IN	MODEL YEAR 2026	CHASSIS YEAR 2026	DATE OF MANUFACTURE YEAR ON TITLE
MAKE - TRADE NAME FREIGHTLINER		MODEL 114SD SET BACK	IDENTIFICATION NO.
*MODEL YEAR OF THE CHASSIS MUST BE SHOWN FOR NEW VEHICLES WHEN DIFFERENT FROM THAT OF THE FINISHED VEHICLE.			
ORDERED COLOR DAYTONA BLUE	ORDERED TRIM PREM	ORDERED ENGINE L9	WB TBD
C.A. TBD			

Dealer is not a party to any manufacturer warranties. Warranty terms may be negotiable. Terms agreed to on the purchase contract are final.

**WARRANTY & SERVICE CONTRACT INFORMATION** Refer to separate document for coverages and exclusions. Dealer disclaims implied warranties of merchantability and fitness for a particular purpose.

**AS IS - NO WARRANTY.** Unless "Dealership" is checked under Limited Extended Warranty, this vehicle is sold AS IS and the dealer assumes no responsibility for any repairs regardless of any oral statements about the vehicle.

**IMPORTANT:** Ask for all promises in writing. Spoken promises are difficult to enforce. Warranty terms may be negotiable. Terms agreed to on the purchase contract are final.

**Manufacturer Warranty Information** (Dealer is not a party to any manufacturer warranty)

☐ Original Manufacturer Warranty (either new or remaining)

Expiration: \_\_\_\_\_ (date) \_\_\_\_\_ (miles), whichever comes first.

Deductible: \_\_\_\_\_ Transfer fee: \_\_\_\_\_

☐ Original Manufacturer Warranty EXPIRED or NOT KNOWN

☐ Original Manufacturer Warranty CANCELED due to history

☐ LIMITED EXTENDED WARRANTY/SERVICE CONTRACT provided by:

☐ Manufacturer ☐ Warranty company ☐ Dealership

Duration: \_\_\_\_\_ (months) \_\_\_\_\_ (miles), whichever comes first.

Deductible: \_\_\_\_\_ Transfer fee: \_\_\_\_\_

Percentage of repair costs to be paid by you: \_\_\_\_\_

Warranty term begins on: \_\_\_\_\_

### FEDERAL EXCISE TAX CALCULATIONS

Total Cash Price (1) ..... \$ \_\_\_\_\_  
(Includes Delivery Charge OEM to Dealer)

Delivery Cost (Dealer to Customer) ..... \$0.00

Less Services Fee ..... \$0.00

Less Value of a Non-taxable Body ..... \$0.00

Other ..... +/- \$0.00

Total F.E.T. Taxable Base ..... \$ \_\_\_\_\_

% Federal Excise Tax ..... \$ \_\_\_\_\_

Less Optional Tire Tax Credit ..... \$0.00

Federal ExciseTax (Transfer to Line k) ..... \$ \_\_\_\_\_

**GWVR/GCWR:** The Gross Vehicle Weight (GWVR), or Gross Combination Weight Rating (GCWR) (whichever is applicable) of the vehicle subject to this order is \_\_\_\_\_ lbs. Seller disclaims any and all liability for damages resulting from operation of the vehicle in excess of the above stated GWVR or GCWR.

The trade-in vehicle ( ☐ was ) ( ☐ was not ) subject to payment of the Federal Highway Use Tax. If applicable, check the appropriate box.

☐ The Federal Highway Use Tax for the current tax period has NOT been paid.

☐ The Federal Highway Use Tax for the current tax period has been paid to the Internal Revenue Service Center, \_\_\_\_\_ (city), \_\_\_\_\_ (state).

**ANTICIPATED DELIVERY DATE:** JULY/AUG 2015

Regardless of reason, if the vehicle ordered by the purchaser is not available for delivery within 15 calendar days after the anticipated delivery date, the purchaser may cancel this order and shall, within one business day, receive a full refund of any down payment, and return of trade-in vehicle, or title for trade-in vehicle, or both. If the trade-in is not available, the purchaser shall receive the trade-in allowance. Unless delivery date is otherwise qualified on the purchase contract by the purchaser, if the ordered vehicle becomes available for delivery prior to the stated anticipated delivery date, the dealer licensee may require acceptance not less than 21 calendar days after having notified the purchaser of availability of delivery, in which case no penalty shall be assessed for nonacceptance of delivery prior to the stated anticipated delivery date.

**OTHER CONDITIONS OF SALE**

**PER SPEC EXT WARRANTIES INCLUDED**

☐ THE ORDERED VEHICLE MUST BE LOCATED

If the motor vehicle dealer and purchaser enter into a purchase contract for a new motor vehicle not available at the dealer's lot, the dealer and purchaser agree that the vehicle mileage upon delivery will not exceed \_\_\_\_\_ miles. Before vehicle delivery, purchaser has the right to cancel the purchase contract if the mileage of the vehicle exceeds that amount. The option to cancel ends at acceptance of delivery.

☒ ORDER OUT VEHICLE NOT PRICE PROTECTED (see Back of Contract for details.)

**BUYER'S REPRESENTATIONS:** This transaction is voidable at the option of the dealer at any time prior to delivery of the purchased vehicle if any of the following representations are untrue. The option to void this transaction in no way limits or restricts the election of other remedies available to the dealer prior to or after the closing of this transaction and these representations survive the closing of this transaction as to other remedies. You must read and answer these questions.

No oral representations are binding unless written on this form. The document (including the items printed on the Reverse Side) is the entire agreement between You and Dealer, and supersedes any prior agreements and representations, regarding the transactions described above. No modification or waiver of this agreement is enforceable against either party unless agreed to in writing by that party. You will receive a copy of this order.

As a deterrent to purchaser failing to take delivery on the vehicle as herein provided, you agree that if you do not accept delivery, you shall, at dealer's option, forfeit to dealer, as a penalty, \_\_\_\_\_ % (not to exceed 5%) of the cash price of the vehicle as authorized by Section 218.0141 Wisconsin Statutes. Dealer retains the right to bring action for actual damages caused by breach of this contract, in lieu of the above penalty.

YOUR SIGNATURE(S) ☒

ACCEPTED BY DEALER OR AUTHORIZED AGENT

AUTHORIZED SIGNATURE

DATE  
SIGNED

DATE  
SIGNED

TIME  
SIGNED

TIME  
SIGNED

A.M.  
P.M.

A.M.  
P.M.

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WATDASI Forms 1-800-236-1672



FAMILY OWNED SINCE 1958



Addendum B to Bill of sale or PO

Terms and Conditions:

- \* Any government mandated options required will be above and beyond quoted price.
- \* Any raw material surcharge (is applicable) will be the responsibility of the customer named in bill of sale and will be added to above price. Delivery freight charge can and will increase/decrease the above price. Truck Country agrees to provide supporting documents to substantiate cost.
- \* Payment due on within 72 hours of Invoice Date or in the case of body upfits to our chassis, the unit must be paid for in full at time of body completion or 60 days maximum.
- \* New truck delivery location TBD.
- \* Component availability: As in the past, Freightliner /Western Star may experience supply change challenges that will impact components and production.
- \* Any cancelations within 90 days of build schedule will be charged \$15,000 per unit.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date:

I understand & accept that chassis built between May 5<sup>th</sup> and July 4<sup>th</sup> will have a Surcharge of **up to \$3500 per unit** as per the DTNA letter published March 10,2025.

Customer Signature \_\_\_\_\_ Date \_\_\_\_\_

Updated 3-10-2025



Prepared For :  
Brad Jacobson  
KRONENWETTER VILLAGE OF  
1582 KRONENWETTER DR  
KRONENWETTER, WI 54455  
UNITED STATES  
Phone : 715-574-5160

Prepared by  
Mark Arndt

Section 5, ItemG.

TRUCK COUNTRY OF WAUSAU  
2435 TRAILWOOD LANE  
MOSINEE, WI 54455  
Phone : 715-359-9989

A proposal for  
KRONENWETTER VILLAGE OF

Prepared by  
TRUCK COUNTRY OF WAUSAU

Mark Arndt

March 21, 2025

Western Star 47X



Components shown may not reflect all spec'd options and are not to scale

Prepared For :  
Brad Jacobson  
KRONENWETTER VILLAGE OF  
1582 KRONENWETTER DR  
KRONENWETTER, WI 54455  
UNITED STATES  
Phone : 715-574-5160

Prepared by:  
Mark Arnold  
TRUCK COUNTRY OF WAUSAU  
2435 TRAILWOOD LANE  
MOSINEE, WI 54455  
Phone : 715-359-9989

Section 5, ItemG.

## QUOTATION

### WESTERN STAR 47X

SET BACK AXLE - TRUCK 4725MM (186 INCH) WHEELBASE

CUM L9 370 HP @ 2100 RPM; 2100 GOV RPM, 1250 LB-FT @ 1200 RPM

ALLISON 3000 RDS AUTOMATIC TRANSMISSION WITH PTO PROVISION 13.0MM X 87.0MM X 311.0MM STEEL FRAME (0.51X3.43X12.24 INCH) 120 KSI

MERITOR RT-46-160P 46,000# R-SERIES TANDEM REAR AXLE WITH PUMP 1775MM (70 INCH) REAR FRAME OVERHANG

TUFTRAC GEN2 46,000# REAR SPRING SUSPENSION

DETROIT DA-F-20.0-5 20,000# FL1 71.0 KPI/3.74 DROP SINGLE FRONT AXLE

20,000# TAPERLEAF FRONT SUSPENSION

111.6 INCH BBC CONVENTIONAL ALUMINUM CAB

			PER UNIT		TOTAL
VEHICLE PRICE	TOTAL # OF UNITS (1)	\$	147,738	\$	147,738
EXTENDED WARRANTY		\$	7,087	\$	7,087
DEALER INSTALLED OPTIONS		\$	0	\$	0
CUSTOMER PRICE BEFORE TAX		\$	154,825	\$	154,825

### TAXES AND FEES

TAXES AND FEES	\$	0	\$	0
OTHER CHARGES	\$	0	\$	0

### TRADE-IN

BALANCE DUE	(LOCAL CURRENCY)	\$	154,825	\$	154,825
-------------	------------------	----	---------	----	---------

### COMMENTS:

Projected delivery on \_\_\_ / \_\_\_ / \_\_\_ provided the order is received before \_\_\_ / \_\_\_ / \_\_\_.

### APPROVAL:

Please indicate your acceptance of this quotation by signing below:

Customer: X \_\_\_\_\_ Date: \_\_\_ / \_\_\_ / \_\_\_.

2

Section 5, Item G.



Wausau Truck Center (P134)  
1039 Kronenwetter Drive  
Kronenwetter, Wisconsin 54455

Stock

Chris Heinzen  
Cell Phone:  
Office Phone: 715-359-4216  
Email: cheinzen@jxe.com

Stock Order

*\$153,925.00 EACH*  
*• \$34 SUBCHARGE*  
*& EXT. COVERAGE*  
*INCLUDED*  
*CH*  
*3-21-25*

## Vehicle Summary

Unit		Chassis	
Model:	Model 548	Fr Axle Load (lbs):	20000
Type:	Full Truck	Rr Axle Load (lbs):	46000
Description 1:	25 548 C2 Kronenwetter	G.C.W. (lbs):	66000
Description 2:	L9 3000RDSP		
Application		Road Conditions:	
Intended Serv.:	Snowplow	Class A (Highway)	100
Commodity:	Other Commodity	Class B (Hwy/Mtn)	0
		Class C (Off-Hwy)	0
		Class D (Off-Road)	0
Body		Maximum Grade:	
Type:	End Dump		6
Length (ft):	11	Wheelbase (in):	190
Height (ft):	13.5	Overhang (in):	70
Max Laden Weight (lbs):	8000	Fr Axle to BOC (in):	69.5
		Cab to Axle (in):	120.5
		Cab to EOF (in):	190.5
		Overall Comb. Length (in):	300
Trailer		Special Req.	
No. of Trailer Axles:	0		
Type:			
Length (ft):	0		
Height (ft):	0		
Kingpin Inset (in):	0		
Corner Radius (in):	0		
Restrictions			
Length (ft):	40		
Width (in):	102		
Height (ft):	13.5		

Approved by: \_\_\_\_\_

Date: \_\_\_\_\_

Note: All sales are F.O.B. designated plant of manufacture.

Price Level: January 1, 2025  
Deal: 25 548 C2 Kronenwetter  
Printed On: 3/21/2025 8:56:16 AM

100% Complete

Date: March 21, 2025  
Quote Number: QUO-1168659-W3D0Q5

**AGREEMENT AND ACKNOWLEDGMENT**  
**REGARDING PRICE INCREASES, SURCHARGES, FEES AND COSTS**

Vehicle Order: \_\_\_\_\_  
Buyer: \_\_\_\_\_  
Dealer: \_\_\_\_\_  
Date: \_\_\_\_\_

COPY

Dealer, and its manufacturers, bodybuilders, upfitters and other suppliers are experiencing unprecedented cost increases resulting from global supply shortages, including the pandemic, increased demand for electronic chips, and scarcity of certain raw materials. Dealer is faced with incredible volatility in its business, accordingly, particularly for non-commodity units and chassis. In order to manage that volatility, and to enter into the above vehicle order, Dealer requires the right to pass such increases through to the Buyer. Accordingly, and as additional consideration to Dealer relative to the above-referenced sale, the parties agree that Manufacturer, and certain body-builders and upfitters, have reserved the right to change the price to Dealer of new vehicles and or to impose fees, costs or surcharges, without notice. In the event the price to Dealer of the Vehicle(s) is increased by Manufacturer, or a body-builder or upfitter, if applicable, prior to delivery of the Vehicle(s) ordered by Buyer, or Manufacturer, a body-builder or upfitter imposes fees, costs or surcharges, Dealer reserves the right to change the total delivered price of the Vehicle(s) to Buyer to pass thru such fees, costs or surcharges, accordingly, but without markup, overhead or profit to Dealer. Dealer will use reasonable efforts to promptly notify Buyer on receipt of notice of such increase, or imposition of fees costs or surcharges. Any such increase, or imposition of fees, costs or surcharges will not give rise to any right to cancel the Order, provided, however, that as a courtesy, and not as a matter of contractual obligation, Dealer may work with Buyer, and the applicable Manufacturer, body-builder or upfitter, regarding any available opportunity to cancel the Order.

This Agreement and Acknowledgment Regarding Price Increases, Surcharges, Fees and Costs will govern over any other or conflicting document on the issue of pricing and price increases.

DEALER:

BUYER:

By: \_\_\_\_\_  
Print: \_\_\_\_\_

By: \_\_\_\_\_  
Print: \_\_\_\_\_

# Village Ambulance Service Projection Report

The Ambulance Subcommittee has met regularly since August 27, 2024. During those meetings, members have discussed, questioned, researched and examined financials, proposed costs, equipment, logistics, staffing, timing, advantages and disadvantages of a Village operated ambulance service. Overall, we believe our residents deserve the best care available, which we know comes from an ambulance team dedicated to the 52 square miles of Kronenwetter, first and foremost. A Village operated ambulance service is also inline with our vision and mission statement to strategically position Kronenwetter for the future and invest in ourselves.

We believe if you survey the financial aspects and components, you too will see an Advanced Life Support (ALS) level Village ambulance service not only will affect Kronenwetter, but it will be an addition of another life saving unit to the entire southern Marathon County."

## Village of Kronenwetter Vision and Mission Statement

A growing community with a diverse economy and quality infrastructure, championed by the people of the village.

To achieve this Vision the Village of Kronenwetter is dedicated to:

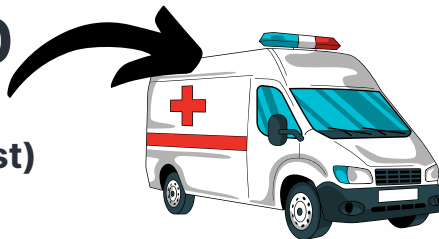
- Promoting economic growth and strategically positioning Kronenwetter for the future,
- Investing in infrastructure to support a growing community,
- Building an inclusive and informed citizenry, and;
- Meeting service demands through high quality customer service, innovation, a positive work environment, and a commitment to excellence.

## FINANCIALS SUMMARY

(SEE **APPENDIX A** FOR FULL FINANCIAL BREAKDOWN)

### 2026 CONTRACT WITH RIVERSIDE

**\$153,942.50**  
Current EMS Budget  
(including contract cost)



**\$0**  
REVENUE TO  
KRONENWETTER

**\$153,942.50**  
Cost to Kronenwetter Taxpayers

### PROPOSED KRONENWETTER AMBULANCE SERVICE

**\$321,813.58**  
2026 Operating Expenses  
(including wages and meds)



**\$308,765.12**  
Revenue and Grant  
funding from  
Kronenwetter  
Ambulance Service

**\$90,384**  
Debt Service Carrying Costs

**\$103,432.46**  
Cost to Kronenwetter Taxpayers  
(including debt)

**\$50,509 savings to  
taxpayers**



# EMS STAFFING

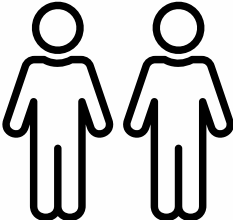
(SEE **APPENDIX B** FOR FULL STAFFING INFORMATION)

The proposed Kronenwetter Ambulance Service would provide Advanced Emergency Medical Technician (AEMT) flex to Paramedic level service. *Research of current EMT and AEMT services report that only 10%(average is between 5-7%) of calls in 2022 and 2023 requested an ALS intercept.*

The Kronenwetter Fire Department currently provides Emergency Medical Responders (EMR) as first responders to Kronenwetter residents who call 911. They carry equipment to start initial patient care and assist with movement of the patient to the ambulance. Their licenses range from EMR to paramedic/nurse. These current personnel will help to staff the proposed Kronenwetter Ambulance Service.


**SUNDAY TO SATURDAY  
6 A.M. TO 6 P.M.**

ON-SITE



EMT/  
EMR

OFF-SITE

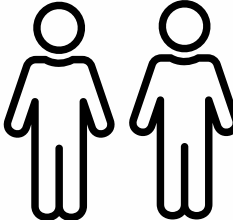


EMT/EMR/FF

AEMT/ Medic	\$20
EMT/ EMR	\$19
EMT/EMR/FF OFFSITE	\$19
AEMT/ Medic ON CALL	\$5
EMT/ EMR ON CALL	\$4


**SUNDAY TO SATURDAY  
6 P.M. TO 6 A.M.**

ON-SITE



EMT/  
EMR  
ON CALL

OFF-SITE



EMT/EMR/FF  
ON CALL

## START-UP COSTS



NEW AMBULANCE - \$350,000



USED AMBULANCE - \$100,000

AMBULANCE SUPPLIES - \$260,100

**\$710,100**  
Loan Amount Needed

If the Village levies the capital loan, it would increase the tax \$26.81 per \$200,000 in assessed value, which could then be utilized for other Village projects, including roads and parks. (The ambulance service would be covering the loan costs through revenue and grants.)

**Base Case Assumptions, KFD Proposal**

	2026	2027	2028
<b>Current Village Budget Including Contracted Expenses and Kronenmeter EMS</b>	<b>\$ 153,942.50</b>	<b>\$ 155,242.50</b>	<b>\$156,568.50</b>

<b>Proposed KFD Ambulance</b>	2026	2027	2028
Capital Costs	\$90,384	\$90,384	\$90,384
Expenses Including Wages and Meds	\$ 321,813.58	\$ 328,249.85	\$ 334,814.84
Calculated Revenue + Grant/FD minus projected bad debt	\$308,765.12	\$308,765.12	\$308,765.12

**Net Taxpayer Expense (Including Debt) \$ 103,432.46 (Expenses + Capital) - Calc Revenue**

**Net Savings (negative) or expense KFD vs Riverside/Safer  
\$ (50,510.04)**

Total Levy 2025	2,602,751.56
\$	
Current Mill Rate	2023 Mill Rate
	\$3.86
	\$3.68

Fund Impacts	
Total Levy Different (Positive is increase)	\$90,384
Percent	3.473%
Impact to House Assessed at \$200,000	\$ 26.81

<b>Kronenmeter 2025 EMS Budget</b>	
EMS Wages+Salaries	\$ 45,000.00
EMS FICA	\$ 3,442.50
EMS WRS Retirement	\$ 2,000.00
EMS Equipment Supplies/Maintenance	\$ 5,000.00
EMS Training/Schooling	\$ 4,000.00
EMS Other Expenses	\$ 3,000.00
EMS Medical and Physicals	\$ 500.00
EMS Grant Expense	\$ -
EMS Outlay Equipment	\$ 4,000.00
EMS Outside Services (Per Call)	\$ 22,000.00
EMS Service Standby	\$ 65,000.00
SUM EMS Budget	\$ 153,942.50

**Calls Assumed**

400

Percent by category - Payer Mix

69%

Medicare/Medicaid

Private Insurance

22%

Self Pay

9%

Projected calls by category

Medicare/Medicaid

276

Private Insurance

88

Self Pay

36

Bill Rates

Medicare/Medicaid ALS1

\$517.12 \*\*AEMT is considered ALS

Medicare/Medicaid BLS

\$435.47

Riverside ALS1

\$1,500

KFD Proposal ALS1

\$1,100

Average "Bad Debt"

2023	2022 Average
\$ 19,880.00	\$ 14,840.00
	\$ 17,360.00

Grants Revenue

\$37,000

2% Fire Dues Revenue

\$10,000

**Gross Annual Revenue**

(all calls + Grants/Fire

\$279,125.12

**2026 Projected EMS Budget**

Item	2026
Wages	\$ 248,842.73
WRS (estimate 10% of wages x 14.32%)	\$ 3,563.43
FICA (estimate 8%)	\$ 19,907.42
EMS Operating Supplies (Includes supplies, Training (Conference, etc..))	\$ 12,000.00
Medical Physicals	\$ 4,000.00
Equipment	\$ 500.00
Vehicle/Equipment Maintenance	\$ 4,000.00
Fuel	\$ 3,000.00
Patent Billing	\$ 7,500.00
Medical Control	\$ 8,400.00
Software/Staffing Management	\$ 3,600.00
Clothing Allowance	\$ 3,000.00
Membership dues	\$ 3,000.00
TOTAL	\$ 500.00
	\$ 321,813.58

**STAFFING MODELS**

SUNDAY-SATURDAY 6 AM - 6 PM

\*\*\* When Going on a call pay changes from oncall pay to normal pay - do not get both

1 AEMT/MEDIC \$ 20.00  
 1 EMT/EMR \$ 19.00  
 1 EMT/EMR/FF - Offsite \$ 19.00  
 On call Pay \$ 5.00  
 EMR On Call \$ 4.00

Shifted 12  
 On call 16 hrs 12  
 On call 24 hrs 24

**EMT/EMR**

SUNDAY MONDAY TUESDAY WEDNESDAY THURSDAY FRIDAY SATURDAY  
 Shifted 19.00 19.00 19.00 19.00 19.00 19.00  
 On call 5.00 5.00 5.00 5.00 5.00 5.00

Shifted 228 228 228 228 228 152  
 On call 60 60 60 60 60 60  
 TOTAL BY WEEK 1520

288 288 288 288 288 212 1940 \$ 100,880 52 weeks

213 calls 6-6 S-S 0.666667  
 1/3 calls outside of that 0.333333  
 267 daytime  
 133 Off daytime hours  
 400 # of calls per year  
 133 AEMT  
 267 total hours  
 5,333.33 Total Pay for off hours AEMT  
 2,670.00 Minus on call pay  
 2,663.33 Total pay minus on call pay

**AEMT/MEDIC**

SUNDAY MONDAY TUESDAY WEDNESDAY THURSDAY FRIDAY SATURDAY  
 Shifted 20.00 20.00 20.00 20.00 20.00 20.00  
 On call 5.00 5.00 5.00 5.00 5.00 5.00

Shifted 160 240 240 240 240 240  
 On call 60 60 60 60 60 60  
 TOTAL BY WEEK 1600

220 300 300 300 300 300 2020 \$ 105,040 52 weeks

133 EMT/EMR  
 267  
 5,066.67 Total Pay for off hours EMT/EMR  
 1,333.33 Minus on call pay  
 3,733.33 Total pay minus on call pay

**EMT/EMR/FF OFFSITE**

SUNDAY MONDAY TUESDAY WEDNESDAY THURSDAY FRIDAY SATURDAY  
 Shifted 4.00 4.00 4.00 4.00 4.00 4.00  
 On call 96 96 96 96 96 96

24 hrs x 365 672  
 TOTAL BY WEEK 672

96 96 96 96 96 96 672 \$ 34,944 52 weeks

Cost By Day 604 684 684 684 684 684 608 4632 Cost by week

**Drills/Training**

24 year  
 2 hours per drill  
 48 Total Hours per year

15 #EMTs Attending  
 720 Hours  
 \$ 14,400.00 Total pay for drills

240,864.00 Staffing Pay  
 37,440.00 Subtract Fire Inspect/Fire Prevention/Fire Budget  
 203,424.00  
 14,400.00 Add Drill Pay  
 8,396.67 Add Off Hours Call pay  
 226,220.67  
 22,622.07 Stand By wages (10% of wages)  
 248,842.73 Total Wages

160 hours a month dedicated to Fire Inspections/Fire Prevention and other FD activities - that pay coming out of Fire Budget/Fund 270

\$ 1,600 AEMT  
 \$ 1,520 EMT/EMR  
 \$ 3,120 Total per month  
 \$ 12 Year  
 37,440 TOTAL YEAR FIRE INSPECT/FIRE PREVENTION

\$ 3,563.43 WRS - 10% of total wages x 14.32%  
 \$ 19,907.42 FICA = 8% of wages  
 272,313.58 Total Wages





## RIVERSIDE FIRE DISTRICT

Serving Rothschild and Schofield

Chief David Briggs  
211 Grand Ave.  
Rothschild, Wisconsin 54474  
Phone: 715.359.3500  
Fax: 715.359.7268

Mr. Eiden and Village of Kronenwetter Elected Officials,

Hello,

Thank you for the opportunity to provide information regarding matters in relation to services rendered to the Village of Kronenwetter on behalf of the Riverside Fire District. I am grateful for this request, as it will help to provide even further transparency and factual data to clarify anything needed between our organizations as we continue to move forward together.

Following receipt of the information requested, a response has been formed addressing concerns and including our operational facts. Data and supporting documentation including the 2025 Wisconsin EMS Scope of Practice, Center for Medicare and Medicaid Services (CMS) billing definitions, HIPAA and PHI Training records, external agency statements regarding response times, and other documents are prepared for a meeting to move forward.

At this time, we would like to discuss the issues and concerns of the board following the upcoming election and installation of committee/commission assignments. This will help to ensure the communications that take place in the coming weeks will not have to be presented twice to potentially different elected officials in an effort to ensure efficiency for both parties. This position follows the guidance of our Riverside Fire Board to move forward together progressively.

Thank you for your time,

A handwritten signature in black ink, appearing to read "D. Briggs", with a long horizontal flourish extending to the right.

David Briggs  
Fire Chief

**RESOLUTION NO.: 2025-04**

**VILLAGE OF KRONENWETTER, MARATHON COUNTY, WISCONSIN  
A RESOLUTION APPOINTING GARRETT LYSNE AS A CITIZEN MEMBER TO  
THE COMMUNITY LIFE, INFRASTRUCTURE AND PUBLIC PROPERTY  
COMMITTEE**

**WHEREAS**, the Village of Kronenwetter encourages open government with an informed electorate which includes membership of citizens on the Village's committees, commissions and boards; and

**WHEREAS**, the Village President makes appointments to the various committees, commissions and boards; and

**WHEREAS**, the Village President is now recommending appointment of Garrett Lysne to the Community Life, Infrastructure and Public Property Committee, filling the vacancy and term of Trenton Karch, with the term to expire on April 30, 2026.

**NOW, THEREFORE, BE IT RESOLVED**, by the Kronenwetter Village Board that the appointment presented by the Village President is hereby approved as presented.

VILLAGE BOARD, VILLAGE OF  
KRONENWETTER

ATTEST

By: \_\_\_\_\_  
Chris Voll, Village President

By: \_\_\_\_\_  
Jennifer Poyer, Village Clerk

**Adopted:** March 24, 2025

**From:** [noreply@revize.com](mailto:noreply@revize.com)  
**To:** [Bobbi Birk-LaBarge](#)  
**Cc:** [Jennifer Poyer](#)  
**Subject:** [External] Committee/Commission Application  
**Date:** Thursday, February 27, 2025 8:29:29 PM  
**Attachments:** [inbound1900385262421550899.pdf](#)

---

Name = Garrett Lysne

Address = 1865 Jaynes Rd Kronenwetter, WI

Email-Address = lysneg10@gmail.com

Phone-Number = 7153231896

select-1705717723607[] = CLIPP

Why-are-you-interested-in-serving-on-thisthese-particular-groups = I am interested in serving this group because it aligns well with my career and items that I deal with on a day to day basis which could provide valuable input for the community.

How-are-your-experiences-or-qualifications-related-to-the-selected-committeecommission = I am a professional engineer and my area of expertise consists of roadways and bridges. I have been a project engineer on WisDOT construction projects for 5 years.

Describe-your-professional-background-and-other-community-involvement-current-or-in-the-past = I have previously provided construction oversight as the project leader for 6 WisDOT construction projects. I also was recently sworn into and joined the Redevelopment Committee with the village to further assist the community.

DATE = 2025-02-27

Client IP = 135.131.219.18

GL

GARRETT LYSNE, PE, BCI

CONSTRUCTION PROJECT LEADER

## EDUCATION

BS, Civil Engineering, University of Wisconsin – Platteville

## LICENSES & CERTIFICATIONS

- HTCP Certifications: MCT-D, NUCDENSITY, PCCTEC-I, TMS
- OSHA 10
- Bridge Coatings Inspection, SSPC– BCI
- FHWA/NHI Certified Bridge Safety Inspector
- NHI Certified Underwater Bridge Inspector

## AREAS OF EXPERTISE

- Roadway and bridge construction inspection
- AutoCAD Civil 3D
- GPS Grading and equipment
- Routine bridge inspection
- WisDOT construction administration
- Materials testing and sampling
- Complex construction staging
- High strength bolt and anchor rod inspection
- Control of materials
- Constructability review of plans

## CONTACT

Email: [lysneg10@gmail.com](mailto:lysneg10@gmail.com)

Phone: (715)-323-1896

## PROJECT EXPERIENCE

- WisDOT Construction Project Leader
  - CTH J, STH 153 to Weston, STH 153 - STH 29, Marathon County, ID 6656-00-73. Construction Cost: \$2.7M
  - CTH CX, T Oxford, Chapman Creek Bridge B-39-0080, Marquette County, ID 6748-02-70. Construction Cost: \$740K
  - Main Street, V Westfield, Westfield Creek Bridge B-39-0081, Marquette County, ID 6744-02-70. Construction Cost: \$710K
  - STH 153, Marathon Co Line to USH 45, Elderon to USH 45, Shawano County, ID 6108-02-60. Construction Cost: \$1.2M. •
  - STH 23, Columbia Co Line to Marquette Co Line, Adams County, ID 6566-0072. Construction Cost: \$2M.
  - STH 82, Mauston to I-39, STH 13 to CTH B, Adams County, ID 1430-01-77. Construction Cost: \$5.7M.
  - Sign Bridge Replacement/Rehabilitation (36 Structures), Southwest Region-Wide, ID 1009-30-16. Construction Cost: \$265K
- WisDOT Construction Assistant Project Leader
  - USH 12, Beltline Overlay, Dane County, ID 1206-06-78. Construction Cost: \$12M.
  - I-90 EB, Wisconsin Dells to Portage, Ishnala Rd to Schepps Rd, Sauk County, ID 1014-00-77. 9 Miles; Construction Cost: \$5M. WisDOT Construction Inspector
  - STH 67, Plymouth to Kiel, Suhrke Rd to STH 32/57, Sheboygan/Manitowoc Counties, IDs 4550-03-71 & 4550-04-71. Construction Cost: \$7.6M.
  - I-39 Corridor Reconstruction, CTH AB to USH 12/18 Interchange, Dane County, IDs 1007-12-74/75. 2.0 Miles; Construction Cost \$31M.
  - USH 12, Beltline Overlay, Dane County, ID 1206-06-78. Construction Cost: \$12M.

## WORK HISTORY

Point of Beginning, Inc.  
January 2023 – Present  
Project Leader

WISDOT NC REGION  
May 2017 – August 2017  
Bridge Inspector

CORRE, Inc.  
May 2019 – January 2023  
Inspector/Project Leader

QUEST CIVIL ENGINEERS  
May 2016 – August 2016  
May 2018 – August 2018  
Inspector



### **Report to Village Board**

**Item Name:** Discussion and Possible Action: Approval of DNR MS4 Annual Report

**Meeting Date:** March 24, 2025

**Referring Body:**

**Committee Contact:**

**Staff Contact:** Greg Ulman

**Report Prepared by:** Greg Ulman

**AGENDA ITEM:** Discussion and Possible Action: Approval of DNR MS4 Annual Report

**OBJECTIVE(S):** To approve the resolution approving of the Village's 2024 MS4 annual report

**HISTORY/BACKGROUND:** Every year municipalities need to submit a Municipal Separate Storm Sewer System (MS4) report to the DNR and have it approved prior to submittal by the head governing body of the municipality. Today I present our 2024 annual report.

**PROPOSAL:** To approve the resolution and the annual report.

**RECOMMENDED ACTION:** To approve resolution 2025-02, approving the Village of Kronenwetter's 2024 MS4 annual report.

RESOLUTION NO.: 2025-02

VILLAGE OF KRONENWETTER, MARATHON COUNTY, WISCONSIN  
A RESOLUTION APPROVING THE VILLAGE’S 2024 MS4 ANNUAL REPORT

**WHEREAS**, the Village of Kronenwetter owns and operates a municipal separate storm sewer system (MS4); and

**WHEREAS**, the Department of Natural Resources has issued a General Permit to discharge stormwater to the waters of the State; and

**WHEREAS**, a condition stated in the General Permit requires the Village to complete an annual report that summarizes the Village’s efforts to comply with the conditions of the General Permit; and

**WHEREAS**, after review and approval by the Village Board, the Annual Report must be submitted to the Wisconsin Department of Natural Resources;

- NOW, THEREFORE, BE IT RESOLVED**, by the Kronenwetter Village Board as follows:
- 1. That the 2024 MS4 Annual Report, as presented by Village Staff, is hereby approved; and
  - 2. The submittal of the report and this resolution to the Wisconsin Department of Natural Resources is hereby authorized.

VILLAGE BOARD, VILLAGE OF  
KRONENWETTER

ATTEST

By: \_\_\_\_\_  
Chris Voll, Village President

By: \_\_\_\_\_  
Jennifer Poyer, Village Clerk

**Adopted:** March 24, 2025

2024

Wisconsin Department of Natural Resources:  
Municipal Separate Storm Sewer System Annual Report



Greg Ulman,  
Director of Public  
Works



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## Definitions

**Best Management Practice (BMP)** – a practice, or combination of practices, that is determined to be an effective and practicable means of preventing or reducing the amount of pollution, generally in this document is meant to describe stormwater and wetland management techniques/control measures.

**United States Environmental Protection Agency (EPA)** – an independent executive agency of the United States federal government tasked with environmental protection matters

**Municipal Separate Storm Sewer (MS4)** – a sub-sectional permit of the WPDES in which municipalities sewer systems are inspected to reduce and eliminate pollutants being discharged into local water bodies.

**North Central Wisconsin Stormwater Coalition (NCWSC)** – is a coalition of municipal leaders in the North Central section of the State of Wisconsin. The coalition meets monthly to discuss stormwater issues and stormwater advancements.

**National Oceanic and Atmosphere Administration (NOAA)** – is an American scientific and regulatory agency within the United States Department of Commerce that forecasts weather, monitors oceanic and atmospheric conditions, charts the seas, conducts deep sea exploration, and manages fishing and protection of marine mammals and endangered species in the U.S. exclusive economic zone.

**Pavement Surface Evaluation and Rating (PASER)** – is a 1-10 rating system for road pavement condition developed by the University of Wisconsin-Madison Transportation Information Center.

**Rational Method (RM)** – is a relationship between rainfall intensity and catchment area as independent variables and the peak flood discharge resulting from the rainfall as the dependent variable.

**Storm Water Management Model (SWMM)** – is a dynamic rainfall–runoff–subsurface runoff simulation model used for single-event to long-term simulation of the surface/subsurface hydrology quantity and quality from primarily urban/suburban areas.

**United States Geological Survey (USGS)** – is a scientific agency of the United States government which studies the landscape of the United States, its natural resources, and the natural hazards that threaten it.

**Village of Kronenwetter (VoK)** – is a village in Marathon County, Wisconsin, United States. It is the largest village by land area in the state of Wisconsin, as well as in the entire United States, and the third-largest community by population in Marathon County. It is also a part of the Wausau, Wisconsin Metropolitan Statistical Area.

**Wisconsin Department of Natural Resources (WDNR)** – is a government agency of the U.S. state of Wisconsin charged with conserving and managing Wisconsin's natural resources.

**Wisconsin Information System for Local Roads (WISLR)** – is a collection of data on local municipal roadways including widths, materials, PASER numbers, year of construction, and other characteristics of the roadways.

**Wisconsin Pollutant Discharge Elimination System (WPDES)** – is a permit which limits what and how much can be discharged into local water reserves as to prevent disrupting water quality and public health. The permit has specific monitoring and reporting provisions to ensure its requirements are upheld.

# Chapter 1: Village of Kronenwetter

## Section 1.1: General Information

The Village is located in Marathon County, Wisconsin. The Village first incorporated in 2002, making it a rather recent municipality. According to the year 2020 census, the population of the Village is 8,353.<sup>1</sup> The total municipal area of the Village is a total of 52.06 square miles, which entails 51.70 square miles of land and 0.36 square miles of water.<sup>2</sup> The Village of Kronenwetter currently has a seven member Village Board, comprised of one Village President and six Village Trustees.

## Section 1.2: Soil Types

The Village of Kronenwetter has many different types of soils within the Villages municipal boundaries. In **Table 1** below, every soil type within the Village is listed out along with the area (in acres) it exists in the Village. As seen below, the biggest contributors of soil within the Village are the Mahtomedi loamy sands, specifically MbB and McA. These soil types have key characteristics which help the Village and are vital to its stormwater efforts. For example, the MbB and McA soil types are classified as excessively drained and moderately well drained respectively.<sup>3</sup> The USGS also details these soil types runoff class. MbB and McA are classified very low and negligible respectively.<sup>4</sup> Both of these soils also have high to very high capacity to the most limiting layer for transmitting water, with USGS determinations of these soils being able to transmit approximately 5.95 to 19.98 inches per hour.<sup>5</sup> In short, over 80% of the soils in the Village can withstand large amounts of water and play key roles in its stormwater quality and quantity.

<sup>1</sup> U.S. Census Bureau. Retrieved 2021-08-30.

<sup>2</sup> U.S. Census Bureau.

<sup>3</sup> U.S. Department of Agriculture: Natural Resources Conservation Service. “Web Soil Survey”. Retrieved 2021-08-30

<sup>4</sup> U.S. Department of Agriculture: Natural Resources Conservation Service.

<sup>5</sup> U.S. Department of Agriculture: Natural Resources Conservation Service.

Table 1: Soil types within the Village of Kronenwetter municipal boundaries according to USGS

Symbol	Soil Name	HSG	Area (acres)	Percent of Total Area
Ch	Cathro muck	B/D	11.62	0.28
Da	Dancy sandy loam	B/D	10.61	0.25
Du	Dunnville fine sandy loam	A	13.84	0.33
Fh	Fordum silt loam	B/D	96.30	2.30
GuB	Guenther loamy sand	B/D	18.74	0.45
MbB	Mahtomedi loamy sand	A	1,960.63	46.84
MbC	Mahtomedi loamy sand	A	4.95	0.12
MbE	Mahtomedi loamy sand	A	28.05	0.67
McA	Mahtomedi loamy sand	A	1,529.05	36.53
MgA	Meadland loam	B/D	57.51	1.37
Mm	Meehan loamy sand	A/D	92.08	2.20
MsB	Mosinee sandy loam	A	179.40	4.29
MsC	Mosinee sandy loam	A	1.21	0.03
Ne	Newson mucky loamy sand	B/D	40.48	0.97
Oe	Oesterle sandy loam	A	11.05	0.26
Pg	Pits, gravel	A	77.38	1.85
UoB	Udorthents, loamy	A	35.08	0.84
W	Water	NA	17.86	0.43
Totals:			4,185.84	100.00

### Section 1.3: Rain Data

The Village of Kronenwetter utilizes the National Oceanic and Atmosphere Administration's (NOAA) data for precipitation quantity and modeling. NOAA has an interactive map where you may pinpoint your location and gather accurate data about storms within your area. **Table 2** below shows some of the data utilized from the NOAA website. This data helps the Village plan for different size rainstorms as well as design for the peak flow during various frequency storms.

Table 2: Precipitation data for the region according to NOAA

Recurrence Interval and Precipitation Frequency Estimates (Inches)						
Storm Duration	2 Years	5 Years	10 Years	25 Years	50 Years	100 Years
5-min	0.37	0.47	0.55	0.68	0.78	0.89
10-min	0.54	0.68	0.81	0.99	1.14	1.30

15-min	0.66	0.83	0.98	1.21	1.39	1.59
30-min	0.93	1.18	1.40	1.72	1.98	2.26
60-min	1.19	1.50	1.77	2.18	2.52	2.88
2-hr	1.45	1.82	2.14	2.64	3.05	3.49
3-hr	1.60	1.99	2.35	2.89	3.34	3.83
6-hr	1.89	2.33	2.74	3.36	3.88	4.44
12-hr	2.23	2.74	3.21	3.91	4.50	5.12
24-hr	2.60	3.19	3.71	4.49	5.13	5.82
48-hr	3.01	3.66	4.23	5.08	5.78	6.52
72-hr	3.29	4.00	4.63	5.54	6.29	7.09
96-hr	3.55	4.30	4.96	5.92	6.71	7.53
7-day	4.24	5.07	5.78	6.80	7.63	8.48
10-day	4.88	5.75	6.49	7.54	8.38	9.24

## Section 1.4: Land Use

The Village of Kronenwetter contracted services with STRAND Associates, Inc. for stormwater evaluation within the Village MS4 boundaries. **Figure 1** below illustrates a piece of information they included in their final report and was used in the modeling portion of their contract. Within the MS4 boundaries Low Density Residential is the largest user of space. According to the Stormwater Management Model (SWMM) created by the United States Environmental Protection Agency (EPA) low density residential has a runoff coefficient of approximately 0.3.<sup>6</sup> In comparison Open Space, the next largest has a runoff coefficient of approximately 0.2.<sup>7</sup> Likewise, for comparison, the next largest, Medium Industrial, has a runoff coefficient of approximately 0.7.<sup>8</sup> Adding up all of the land-uses with runoff coefficients similar to open space, the Village has over 75% of its MS4 permit boundaries to have very minimal runoff. The low runoff, coupled with the well-draining soil types, makes stormwater a very minimal concern for most of the Village. However, with that being said, most of the runoff comes from those land areas with high runoff coefficients, even though they do not make up a majority of the Village, they contribute unevenly to the stormwater quality and quantity with the Village.

<sup>6</sup> U.S. Environmental Protection Agency. "Storm Water Management Model". Retrieved 2021-08-30

<sup>7</sup> U.S. Environmental Protection Agency.

<sup>8</sup> U.S. Environmental Protection Agency.



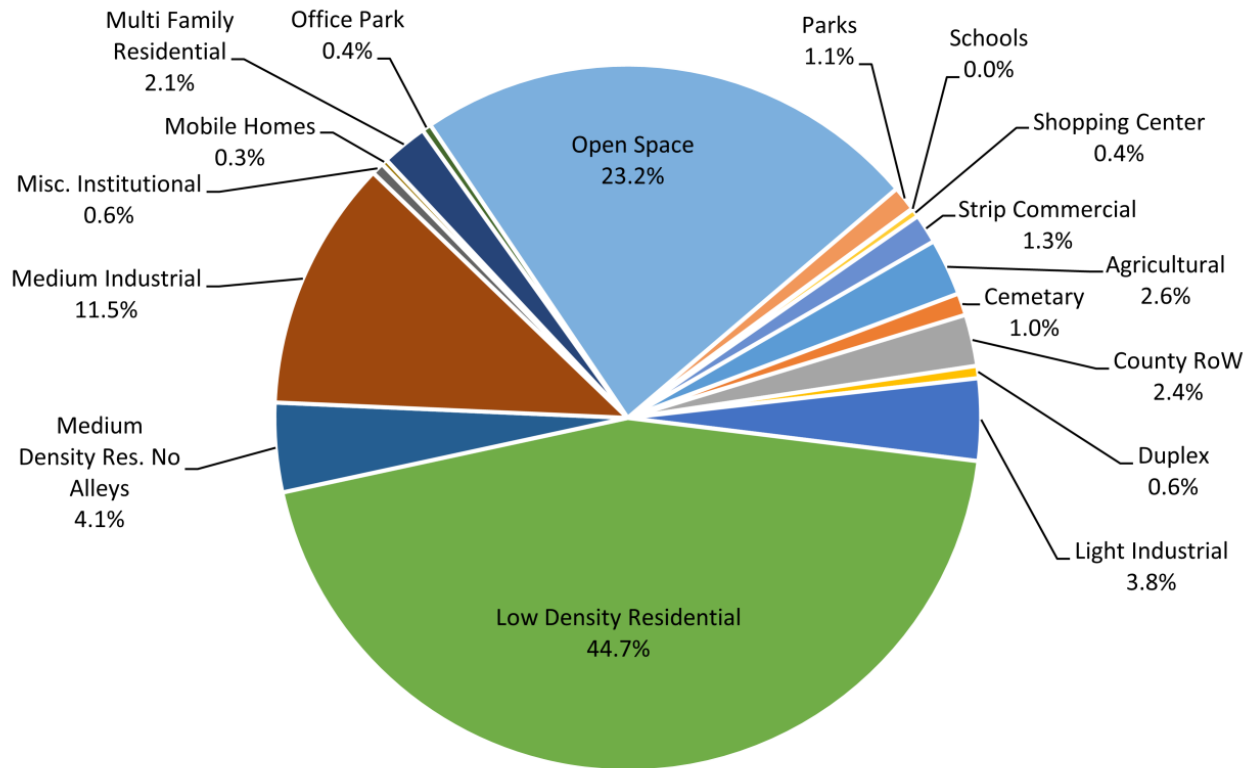


Figure 1: Land use map within the Village of Kronenwetter MS4 permit boundaries

**$Q = C * i * A$**

- Q** = peak discharge (cfs)
- C** = rational method runoff coefficient
- i** = rainfall intensity (inch/hour)
- A** = drainage area (acres)

Equation 1: The Rational Method

END OF CHAPTER

## Chapter 2: Public Education and Outreach

### Section 2.1: Goals & Objectives

The Village of Kronenwetter (VoK) has a plan in place to increase the wealth of knowledge among its residents, staff, and local businesses by committing to its Municipal Separate Storm Sewer (MS4) public education program. Through education of the general public the Village of Kronenwetter aims to improve the quality of stormwater. The education and outreach plan involves the Village of Kronenwetter reaching a sizeable portion of its population each year, through various methods, educating them on stormwater issues, and pollution prevention techniques.

### Section 2.2: Active Efforts

Active efforts include the efforts that the Village of Kronenwetter takes to educate residents through direct interaction. For instance, these would include efforts done by the Village of Kronenwetter that are direct to certain residents, staff, or businesses. Specific example of active education and outreach would include public presentations, seminars, and site visits.

#### *Section 2.1.1: Residents*

The Village hosted its first annual National Night Out in 2021. The Village had its own booth at this event to promote its newsletter and hold a raffle for prizes. At this booth, the Public Works Director also stayed to answer questions. Residents would come and ask questions regarding stormwater. Although the questions were exclusively about quantity rather than quality, the Village was able to get out important information regarding infiltration and IDDE.

The Village is a member of the North Central Wisconsin Stormwater Coalition, in which municipalities work together to share information and pool money together to adopt policies and offer trainings to better every community. These topics, as the coalitions name suggests, are all related to stormwater. For instance, the NCWSC put out a “Rubber Ducky” ad which shows the dangers of runoff, as well as quantifying the

amount of it. It details what is considered runoff as well as shows, very visually, that it does not take much to fill our natural rivers and lakes. The municipal members pooled their money together to broadcast this ad on TV through the coalition. This advertisement is meant to reach all and everyone, residents, commercial businesses, industrial businesses, contractors, and developers.

The Village also holds an annual public hearing for stormwater to discuss the Annual Report as well as let residents voice any concerns that they have not brought forth at that time. The Village also, using the Utility Committee, has stormwater items for discussion. Whether it is quantity or quality, the Utility Committee listens, discusses, and then recommends action the Village Board. At this level, the Village Board will take action on the topic. The review of the Annual Report happens at both the Committee and the Board level, allowing for citizen members access to it, as well as public interaction with the report happening during more than one opportunity. Furthermore, the report is then, after it has been approved, posted on the Village Website for continuous review. The Village also passes a resolution following the DNR MS4 Annual Report review, approving of the findings and the document.

### *Section 2.1.2: Village Staff*

The Village offers trainings to its staff. The Public Works Director has gone to a few trainings in 2024. Many were for municipal water and sewer, however, some were for stormwater pollution. For instance, Wisconsin Salt Wise put out a few trainings that educated the public on the dangers of over salting. The seminars also put out information on better winter deicing techniques. The Village is working on logistics to get their Public Works crew a chance to sit in on the training, as a way to enact and utilize some of the information covered in the training.

### *Section 2.1.3: Commercial Businesses*

The Village is a member of the North Central Wisconsin Stormwater Coalition, in which municipalities work together to share information and pool money together to adopt policies and offer trainings to better every community. These topics, as the coalitions name suggests, are all related to stormwater. For instance,

the NCWSC put out a “Rubber Ducky” ad which shows the dangers of runoff, as well as quantifying the amount of it. It details what is considered runoff as well as shows, very visually, that it does not take much to fill our natural rivers and lakes. The municipal members pooled their money together to broadcast this ad on TV through the coalition. This advertisement is meant to reach all and everyone, residents, commercial businesses, industrial businesses, contractors, and developers.

The Village performs annual BMP inspections. Along with the inspections, the Village offers to complete the inspections with a representative of the business to go over any issues and teach them proper monitoring techniques. This is an educational process that helps the businesses and the Village catch any discrepancies quicker. This also allows businesses the ability to monitor and provide consistent upkeep with their BMPs. This is first and foremost educational, but it also plays into the inspection portion of this document.

#### *Section 2.1.4: Industrial Businesses*

The Village is a member of the North Central Wisconsin Stormwater Coalition, in which municipalities work together to share information and pool money together to adopt policies and offer trainings to better every community. These topics, as the coalitions name suggests, are all related to stormwater. For instance, the NCWSC put out a “Rubber Ducky” ad which shows the dangers of runoff, as well as quantifying the amount of it. It details what is considered runoff as well as shows, very visually, that it does not take much to fill our natural rivers and lakes. The municipal members pooled their money together to broadcast this ad on TV through the coalition. This advertisement is meant to reach all and everyone, residents, commercial businesses, industrial businesses, contractors, and developers.

The Village performs annual BMP inspections. Along with the inspections, the Village offers to complete the inspections with a representative of the business to go over any issues and teach them proper monitoring techniques. This is an educational process that helps the businesses and the Village catch any discrepancies quicker. This also allows businesses the ability to monitor and provide consistent upkeep with their BMPs. This is first and foremost educational, but it also plays into the inspection portion of this document.

### Section 2.1.5: Table of Active Efforts

The following tables illustrate the topics covered and the intended audiences for each active educational effort done during this permit cycle.

Table 3: Table of active educational efforts and what topic they covered

Topic Area	IDD&E	Household Hazardous Waste	Yard Waste Management	Stream & Shoreline Management	Residential Infiltration	Construction Sites	Pollution Prevention	Green Infrastructure
NNO Booth	X				X			
Salt Wise	X						X	
Rubber Ducky Ad	X	X	X				X	
On-Site Inspection	X	X	X			X	X	

Table 4: Table of active educational efforts and what audience they were intended for

Target Audience	General Public	Village Residents	Businesses	Industries	Public Employees	Contractors & Developers
NNO Booth	X	X				
Salt Wise	X				X	
Rubber Ducky Ad	X	X	X	X		X
On-Site Inspection	X		X	X		X

### Section 2.3: Passive Efforts

Passive efforts include the efforts that the Village of Kronenwetter takes to educate residents through indirect interactions. For instance, these would include efforts done by the Village of Kronenwetter that are indirectly given to residents, staff, and businesses. Specific examples of passive education and outreach include newsletters, posters, and participation within local coalitions.

### *Section 2.2.1: Residents*

The Village of Kronenwetter holds many community events throughout the fiscal year. For example, the Village holds an event called “Movie under the Stars” in which the Village plays a family friendly movie on a projector in one of the major parks in the Village. While it is still too bright out to showcase a movie, the Village runs slides displaying information of upcoming events, committee/board meetings, and a video from the NCWSC. The NCWSC aired a “rubber ducky ad” which explains, through a visually engaging concept, the importance of clean stormwater and the importance of monitoring runoff. The video displays what it would look like if the pollution that is commonly not thought about like pet waste, grass clippings, etc. were to continue to be allowed into our water ways. We see the water ways filled with rubber ducky’s, and there drives the point home that we need to make sure that we pay attention to what goes down storm drains, and monitor what we allow to run off into our water ways. It is a very engaging ad. It plays on repeat along with the slides so early participants to the community event may watch at their own leisure. The Village classifies this as a passive effort because, although we are giving the information directly to the residents, they watch at their own and thus we are not directly giving them the information.

The Village of Kronenwetter also sends out a monthly electronic newsletter, which encompasses everything happening in the Village that month. The e-newsletter has also been used to educate the public on other topics, such as milkweeds and how to properly identify milkweeds to help protect the monarch butterfly population, the e-newsletter is utilized to educate the public on more positive and beneficial ways to take care of and spot waste that could runoff into waterways. The e-newsletter has no cost associated with signing up to it and the Village is encouraging residents to sign up to the service to stay up-to-date on the latest happenings in the Village.

The Village of Kronenwetter also, as a municipality, contains space that may be used on its website. The Village plans on posting information regarding stormwater pollution. The Village also has an easy to access complaint form, which can either be sent electronically or printed off and mailed/brought in to allow residents to make complaints easier. This can also be applied to stormwater pollution complaints and a



document is being drafted for residents to send complaints of polluted water or waterways, allowing the Village to better identify and eliminate any stormwater pollution within its municipal boundaries.

Like the complaint process detailed above, the Village will include material for home stormwater control. For instance, the DNR put out a magazine on designing and constructing personal rain gardens. The Village will be supplying that information on its website and in its electronic newsletters to allow residents their own ways to infiltrate more water. There is talk about the Village instituting a gardening club and this would be a great way to include more residents on greener infrastructure and creating more infiltration and pollination. Although, most of this is broader than just stormwater, the Village is taking an effort to allow all residents the ability to be active members in bettering the environment, including stormwater.

### *Section 2.2.2: Village Staff*

The Village of Kronenwetter is a proud member of the North Central Wisconsin Stormwater Coalition (NCWSC). The NCWSC meets every month and discusses issues relating to stormwater quality and quantity. As a member of this coalition, a member of the Village staff must attend each meeting to represent the Village of Kronenwetter. As a member of the coalition, also, the Village has access to many assets that the coalition has access to. The Village may utilize these assets to further expand and maintain its own stormwater education and outreach goals. Therefore, this coalition benefits not just Village of Kronenwetter staff, but also its citizens as well.

### *Section 2.2.3: Commercial Businesses*

The Village of Kronenwetter has sent out informational flyers to be posted within apartment buildings on the southern side of the Village to help battle an issue regarding flushable wipes in the sewer system. These flyers were also electronically mailed to all of the tenants via the property manager. This same form of interaction could be applied to local commercial businesses to better educate these businesses on the policies and procedures regarding stormwater pollution within the Village of Kronenwetter. These flyers

may also be asked to be displayed at the business to indirectly inform residents that utilize the facility as well as inform non-residents of the Village of pollution prevention within Wisconsin waterways.

Section 2.2.4: Industrial Businesses

Like the Village does with businesses, it can do the same with industries. Since this is a bedroom community, there is minimal commercial and industrial properties. However, the Village is still taking steps to limit pollution and illicit discharge from industrial zones.

Section 2.2.5: Table of Passive Efforts

The following tables illustrate the topics covered and the intended audiences for each passive educational effort done during this permit cycle.

Table 5: Table of passive educational efforts and what topic they covered

Topic Area	IDD&E	Household Hazardous Waste	Yard Waste Management	Stream & Shoreline Management	Residential Infiltration	Construction Sites	Pollution Prevention	Green Infrastructure
Rubber Ducky Ad.	X	X	X				X	
Electronic newsletter	X						X	
NCSWC							X	X
Flyers							X	
Rain Garden					X			X

Table 6: Table of passive educational efforts and what audience they were intended for

Target Audience	General Public	Village Residents	Businesses	Industries	Public Employees	Contractors & Developers
Rubber Ducky Ad.	X	X				
Electronic newsletter		X	X	X		
NCSWC	X				X	

Flyers			X	X		
Rain Garden		X				

Section 2.4: Conclusion

In conclusion, the Village of Kronenwetter has a very diverse set of passive educational efforts, which reaches a broad range of the public within the Village. The Village also covers a broad range of topics through its educational efforts, which will only help the Village in the long run and secure its part in keeping its local water ways clean.

END OF CHAPTER

## **Chapter 3: Public Involvement and Participation**

### **Section 3.1: Goals & Objectives**

It is the responsibility of government to lead the people. In a democracy, that same government is voiced by the people. It is imperative then, that the people of the Village of Kronenwetter are given access to all the information they can. That is the goal in the public involvement and participation section. To allow the people of the Village their voice and to learn more about possible issues within their Village, solutions to the issues, and most importantly their input regarding the topics.

### **Section 3.2: Ongoing Efforts**

The Village of Kronenwetter will post its previous MS4 Annual Report on its website for public review and digest. The public will have constant access to it and have the ability to inquire, request, and bring forth any known issues. The residents of the Village are always encouraged to make their voices heard in Village government. There is always an opportunity for residents to bring forth issues and concerns before the Village's Committees and the Village Board, through its public input sections and, in some cases, public hearings.

### **Section 3.3: Planned Efforts**

The Village of Kronenwetter will have a specific agenda item on its March 24<sup>th</sup> Village Board meeting to go over the proposed MS4 report information and adopt it as a resolution. This will occur, starting in the year 2025, annually. This will allow for the public to review, make comment, and address issues documented and addressed within the MS4 permit year. This will also allow for public comment on issues and how to prevent them in the future. Likewise, the Village will adopt its annual report, in the form of a resolution, which effectively is to be renewed each year.

When the need arises, the Village adopts or amends its existing stormwater ordinances. These ordinances set the groundwork for development as well as inspection. The ordinances currently detail construction erosion control, construction site pollution prevention, post-construction site pollution prevention, and illicit discharge all as topic governed by the Village. Each has their own requirements and authorities associated with the respective topics. Should they need to be amended, they would be brought through the respective committee and then to the Village Board for final judgement. Public input is encouraged along the way allowing for Village residents to bring forward their concerns and thoughts through the entire process.

Section 3.4: Table of Activities

The following table illustrates the activities covered and the intended audiences for each public activity done during this permit cycle.

Table 7: Table of public activities and their intended audiences

Public Activity	Ongoing Or Planned	Volunteer Activity	Delivery Mechanism	Target Audience
Previous Years Annual MS4 Report	Ongoing	No	Village Website	General Public
Current Annual MS4 Report Meeting	Planned	Yes	Government Event	Village Residents, Businesses, & Industries
Stormwater Discussion	Planned	Yes	Presentation	Village Residents

Stormwater Related Ordinances	Planned	Yes	Government Event	Village Residents, Businesses, Industries, Contractors, & Developers
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Section 3.5: Conclusion

In conclusion, the Village meets its goals set forth by the MS4 permit for public involvement and participation. The public has many avenues to give their input into the Village’s stormwater policies and have ample chances to directly influence changes taken. Whether it is in the meetings, or directing their perspectives to Village staff, the public has many opportunities in the Village of Kronenwetter.

END OF CHAPTER

## **Chapter 4: Illicit Discharge Detection and Elimination**

### **Section 4.1: Goals & Objectives**

The goal of the Village within this section is to contain and eliminate all illicit discharge within the Villages MS4 permit boundaries. Through inspection, the Village aims to identify locations in which illicit discharge and spillage is occurring. Once discovered the illicit discharge must be stopped and contained to prevent any contamination of nearby water ways and groundwater. The Village will locate the source and remedy the issue. In the event of an issue detected on the border of another MS4 boundary, or near another MS4 boundary, the other municipality will be notified of the issue and kept in communication of remediation action. Every effort will be taken to prevent new illicit discharge and spillage within the Village, working with residents, local businesses, and local industries to prevent illicit discharge and monitor spillage protocols to ensure they are up to date with all local, state and federal codes.

### **Section 4.2: Village Detection**

The Village does a minimum yearly inspection of all outfalls. However, the Village also does periodic inspection of major outfalls during on-going dry weather conditions. If there is flow detected under dry weather conditions a sample is taken to ensure the water quality of the flow and to ensure there is no illicit discharge occurring. The visual inspection utilizes the inspection document in Appendix F. As shown on the document in Appendix F, this document covers the color of the water, the turbidity, surface scum buildup, and other various visual and site specific variables of illicit discharge. Likewise, these forms are used during visual inspection based on resident complaints. Visual inspections are less formal and can be done without scheduling a time, and thus are variable based on the weather. Visual inspections also follow public complaints. Depending on the complaint, a visual inspection or an in-depth inspection may be subjugated.



### Section 4.3: Resident and Business Detection

The Village has a continual system for complaints from residents and businesses. When they come in the Village looks into them as soon as possible. If pollution or and illicit discharge is found, using the steps listed prior, the business or resident will be notified and given a timeframe to complete the proper remediation. If proper remediation is not followed, or clean up not done, the Village may provide proper clean up or work and bill the respective responsible parties if the source is on Village property. If the source is not on Village property, the Village will still give the responsible party a timeframe to complete remediation, however, if nothing is done the Village may issue out a citation for violating Village ordinances as well as contacting the Department of Natural Resources (DNR) regarding the illicit discharge. From then on, the Village will work cooperatively with the DNR to resolve the issue to completion.

### Section 4.4: Water Testing

The Village has several locations in which it goes to test its municipal water wells. These locations may also be utilized for stormwater testing, to indicate what kind of pollutants are being introduced within our stormwater facilities. The testing process would follow the typical testing process within the Village. Go to the site, take samples, transport the samples to the testing facility, receive results, locate the source, and remove or mitigate the pollutant as much as possible. Upon determination of Illicit Discharge entering the stormwater system, a sample will be required. If not for determining the source and the contaminants, to determine the severity of the pollutants. Different pollutants require different responses in regards to clean up and the effects on downstream natural waters. Once a determination of pollutants is confirmed, then an investigation as to where the pollutants came from can be conducted; then, a plan can be constructed and adopted to prevent further contamination. Much like the last section, the DNR will be made aware of the situation and included on all necessary correspondence. The Village works cooperatively with the DNR on all Illicit Discharge matters.

## Section 4.5: Policies and Procedures

The Village has adopted into ordinance an Illicit Discharge section, within the Villages Laws. § 270 Erosion Control and Stormwater Management is where this can be found. Illicit Discharge can be found in Article III aptly named Illicit Discharge. This ordinance covers everything from who is applicable, to what is allowed, to the consequences for breaking this ordinance. These ordinances can be found on the Village website, as well as included below in the Appendix.

## Section 4.6: Conclusion

The Village has a robust and very interactive Illicit Discharge Detection and Elimination program. It uses both its staff as well as its own residents to ensure the best outcome for the Village, its residents, and the natural waterways of the State. The Village takes Illicit Discharge very seriously, and that is evident in the Villages ordinances.

END OF CHAPTER

## **Chapter 5: Construction Site Pollution Control**

### **Section 5.1: Goals & Objectives**

The Village of Kronenwetter aims to prevent illicit discharge from leaving construction zones. Whether it is sediment, oils, or other pollution, The Village takes the necessary steps to prevent runoff. Things like sediment socks, silt fence, or tracking pads are used when necessary. These, along with many other pollution prevention measures, are utilized to mitigate and in most cases eliminate the illicit discharge entering the Village's BMPs. But that does not mean, once set in place, these measures can be left to do their jobs. The Village inspects, or has qualified firms contracted to inspect, construction sites within the Village to ensure continued upkeep and working operation of the pollution prevention measures.

### **Section 5.2: Construction Site Monitoring**

During the construction process, the Village will monitor the construction site. This will be for numerous reasons, whether to ensure proper Village standards are being upheld or to answer questions/make changes to the project. But another main reason is to ensure that pollution is being mitigated from the jobsite. Whether it is the Village itself, or a contracted firm, jobsites are being monitored for illicit discharge. In the appendix, Appendix E, there is an example of the DNR form used for construction site monitoring. This inspection is typically done weekly, unless a sufficient amount of precipitation accumulated during a precipitation event. These inspection documents are kept with each specific project folder and are available upon request. When a deficiency is detected, the contractor/developer is notified and requested to remedy the situation. If remediation is not properly done, there are consequences given to the contractor/developer.

### **Section 5.3: Post-Construction Site Monitoring**

The construction site is considered active until full stabilization is achieved. Until then, the site is considered active construction and thus receives a minimum weekly inspection. Once final stabilization is achieved, the site no longer receives a weekly inspection. There is a one-month follow up inspection to make sure the

stabilization process was not changed or reversed in that time. After that, the site becomes passively monitored. Complaints and “window” inspections take over as the main source of inspections to the site, and formal documents, like the one in Appendix E, are no longer used on these sites. All complaints regarding to illicit discharge for a construction site will be filed into the specific project folder for up to one year. After one year, the illicit discharge complaints for specific properties become general illicit discharge complaints and are no longer filed into the specific project folders.

## Section 5.4: Policies and Procedures

The Village of Kronenwetter has passed ordinances regarding construction site erosion control as well as post-construction stormwater management. These ordinances are accessible through the Village website. These ordinances also give the Village the necessary authority to enact stop-work orders in the event of non-compliance. This authority extends from both the construction phase and the post-construction phase, giving the Village the authority to, if necessary, do mandatory repair work to ensure there is no discharge and bill the work to the responsible owners. The Village has not had any issues like this in the past, however, the procedure for this process is to give the property owner a chance. Notify them of any issues and give them a date to complete it by. If the issue is not resolved by that date, the work will be contracted out, or if possible done in house, and then billed back to the property owner. In the following figures, **Figure 2** and **Figure 3**, a flowchart shows the process in which the Village adheres to for pollution and illicit discharge issues within construction sites and within post-construction sites. There are two types of processes, one for Major issues and one for Minor issues. **Figure 2** shows the chart for major issues, **Figure 3** shows the chart for minor issues. As the charts detail, the only difference between the issues is the time allotted for the remedy and the justification for a stop-work order being utilized.

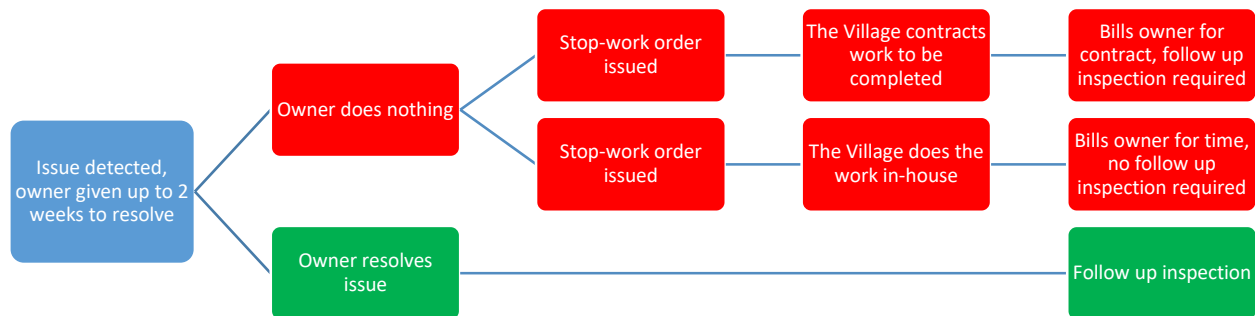


Figure 2: Procedure for Major issues found at a site

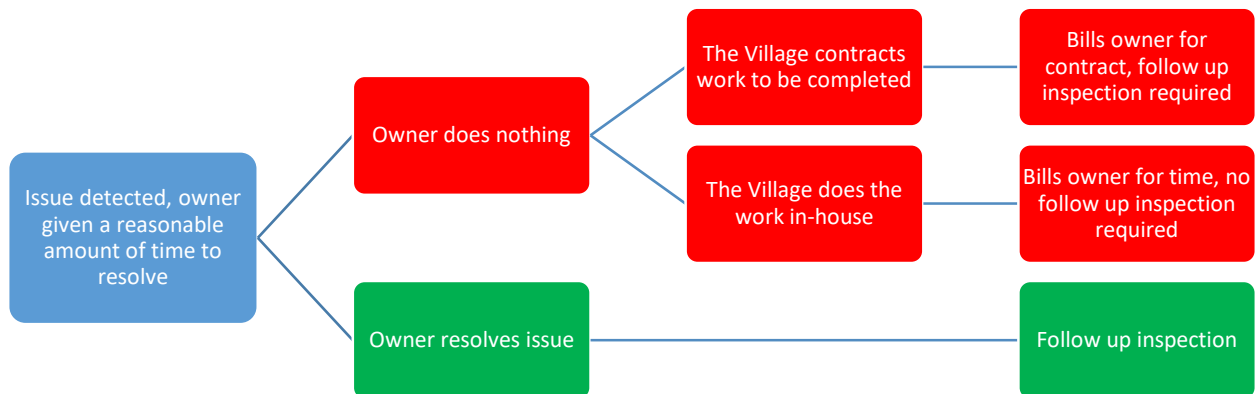


Figure 3: Procedure for Minor issues found at a site

## Section 5.5: Conclusion

In conclusion, the Village has a very straightforward process for inspecting construction sites. It also has a very straightforward procedure for enforcing the ordinances in place to prevent pollution and illicit discharge from construction sites. The Village, or its designees, inspect construction sites for compliance.

If noncompliance is found, the Village attempts to allow the property owner a chance to resolve the issue.

If the issue is not resolved within a set time frame, the work will be completed by the Village and billed to the owner.

END OF CHAPTER

# Chapter 6: Pollution Prevention

## Section 6.1: Goals & Objectives

The Village of Kronenwetter plans to institute a regular inspection period during the year to reach each Best Management Practice (BMP) at a minimum of annually. There are other variables that may cause the Village to do more inspection such as a large precipitation event or a public complaint. However, the Village will be inspecting all public BMPs annually, and requesting documented review of all private BMPs. The Village may also work with private BMP owners to conduct the BMP inspection itself, at no charge to the owner. The Village will also be inspecting each major and minor Outfall annually for illicit discharge and condition. The Village will also be taking water samples for testing, at minimum, of two of the outfalls each year. The Village may opt into taking more samples for testing annually based on other variables such as large precipitation events and public complaints.

## Section 6.2: BMP Inventory

The Village has a comprehensive list of all of its BMPs within the MS4 serviceable area. The list includes both public and private BMPs which get inspected annually. All BMPs are broken down into four categories: Ponds, Swales, Biofilters, and Outfalls.

### *Section 6.1.1: Ponds*

This section includes a comprehensive list of all the Villages public and private Ponds. This includes wet ponds, dry ponds, and all infiltration basins. Most of the facilities in this category are internally drained and thus do not have outflows. The following is **Table 8**, which displays data on the all of the ponds within the MS4 permitted area of Kronenwetter.



Table 8: Comprehensive list of ponds inspected for the Village of Kronenwetter's MS4 permit

Name	Location Description	Type	Ownership
JX Truck Center 1	Northern most	Wet Pond	Private
JX Truck Center 2	Southern most	Wet Pond	Private
Timber Creek North	Pinedale Ln Pond	Wet Pond	Private
Timber Creek South	W of Windwood, E of Kronenwetter	Wet Pond	Private
The Glades 1	Northern most	Wet Pond	Private
The Glades 2	Middle largest	Wet Pond	Private
The Glades 3	Southern most	Wet Pond	Private
Park and Ride	Park and Ride	Wet Pond	Public
Village Estates	Pond and infiltration basin	Wet Pond	Private
Dons Pond	Dons Way	Wet Pond	Public
Maple Pond	Maple Park	Wet Pond	Public
MC South	Municipal Center S	Wet Pond	Public
Greenbud	Creciente Trail	Infiltration Basin	Public
Stroik Pond	Gary Lee and Sundial	Wet Pond	Public
Island Pond	Park Vista and Island view	Wet Pond	Private
Sunny Meadow	S of Sunny Meadow drainage easement	Infiltration Basin	Private
Fox Ridge	S of Anamarie E of Sunny Meadow	Infiltration Basin	Private
Golden Pond	Golden Pond	Wet Pond	Private
Whispering Winds West	N of Morning Dove by Blue Sky	Infiltration Basin	Private
Whispering Winds East	Windmill BMP, W of pleasant	Infiltration Basin	Private
A&M Storage Southern Pond	A&M Personal Storage S	Dry Pond	Private
Wausau Tile South Pond	Wausau Tile	Dry Pond	Private
South Woods Equip	N of Cedar, E of Queenland	Wet Pond	Public
North Woods Equip	E of Queenland, S of Kowalski	Wet Pond	Public
Wausau Homes Pond	Wausau Homes	Wet Pond	Private
Dollar General South Pond	Dollar General	Dry Pond	Private

### *Section 6.1.2: Ditches and Swales*

This section does not include a comprehensive list of all of the Village's public and private Swales. This would include servicing swales, infiltration swales, and ditches along the roadway. This is the only BMP that does not get inspected annually. These facilities are inspected on an as needed basis and typically stem from public complaints and "window" inspection. A comprehensive list is not included in this report as it is mostly the ditch network within the Village, which is just the road network. This ditch network receives an informal inspection during the Village's Wisconsin Information System for Local Roads (WISLR) Pavement Surface Evaluation and Rating (PASER) annual inspections, where any issues are documented and reported for our annual report or for immediate remediation.

### *Section 6.1.3: Biofilters and Rain Gardens*

This section includes a comprehensive list of all of the Village's public and private Biofilters. This includes both Biofilters and Village owned rain gardens. **Table 9** displays data on all of the Biofilters within the MS4 permitted area of the Village.

*Table 9: Comprehensive list of Biofilters inspected for the Village of Kronenwetter's MS4 permit*

<b>Name</b>	<b>Location Description</b>	<b>Type</b>	<b>Ownership</b>
Timber Creek Biofilter	W of Windwood 100'	Biofilter	Private
PAW North	PAW health Vet N	Biofilter	Private
PAW South	PAW health Vet S	Biofilter	Private
MC North	Municipal Center N	Rain Garden	Public
Crossing Pond	Mobil and Car Wash	Biofilter	Private
A&M Storage Bio	A&M Personal Storage N	Biofilter	Private
Kenworth Northern	Kenworth N Bio	Biofilter	Private
Kenworth Southern	Kenworth S Bio	Biofilter	Private
Dollar General North Bio	Dollar General	Biofilter	Private
Dollar General South Bio	Dollar General	Biofilter	Private

MB Storage	Off of 153 by Spring Rd	Biofilter	Private
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### Section 6.1.4: Outfalls

This section includes all screen-able Outfalls within the Village of Kronenwetter. This section includes all types of outfalls: major or minor, public or private, and swale or pipe. All outfalls within the Village are inspected annually, with two of the total outfalls getting tested. The following table, **Table 10**, displays data on these outfalls.

*Table 10: Comprehensive list of Outfalls inspected for the Village of Kronenwetter's MS4 permit*

Outfall ID	Watershed	Drainage Area	Predominant Land Use	Major/Minor	Type	Size (in.)
4	Bull Junior Creek	5.43	Light Industrial	Major	Swale	N/A
5	Bull Junior Creek	5.75	Light Industrial	Major	Swale	N/A
7	Bull Junior Creek	0.70	Misc. Institutional	Minor	Pipe	15
8	Bull Junior Creek	84.15	Low Density Residential	Major	Swale	N/A
11	Bull Junior Creek	106.17	Low Density Residential	Major	Swale	N/A
13	Bull Junior Creek	64.65	Low Density Residential	Major	Swale	N/A
23	Cedar Creek	773.61	Low Density Residential	Major	Pipe	30
24	Cedar Creek	78.77	Low Density Residential	Major	Swale	N/A
29	Wisconsin River	25.12	Medium Industrial	Major	Pipe	18
30	Wisconsin River	108.03	Open Space	Major	Pipe	18

### Section 6.3: BMP Inspection

As previously discussed, the Village of Kronenwetter annually inspects all public and private BMPs. This includes the ponds, infiltrations basins, biofilters, public rain gardens, and outfalls. The Village does not only inspect BMPs annually, however. They are also inspected periodically throughout the year due to large precipitation events. All major BMPs are inspected within 48 hours of a large precipitation event. Likewise, upon any public complaint or complaint form submitted to the Village. The Village utilizes the same form

to document these inspections. As seen in appendix A, B, C, and D, there is a section to choose what the inspection is due to: complaint, storm event, scheduled, or other. This allows the Village the consistency for inspections, meaning there is no separate form for complaints or storm events. The entire BMP is inspected just like it would be for an annual inspection. Annual inspections take place typically during the end of summer and beginning of fall; that is dependent on the weather, however. Appendix F is an example of a completed inspection document. As the inspection takes place, the inspector will have analyzed, and in most cases have on their person, a design plan for the BMP to check the site compared to what the BMP was supposed to be. This may not occur for older BMPs, as their design documents may not be accessible. Likewise, this may not apply to private BMPs, as their design plans may not be accessible to the public. The inspector follows the document, checking for everything listed, and making documented notes of existing issues that may not be listed on the form. Along with the documented notes and the inspection document itself, the inspector will take photos of the entire BMP, issues, questionable areas, and all inflows/outflows to monitor and keep record of changes. All of these photos will be accessible to the public and help record, monitor, and direct staff for repair. Appendix F includes the document filled out while onsite inspecting. The inspector also takes photos while onsite, and has them saved with the inspection document. They are available upon request.

## Section 6.4: BMP Maintenance Plan

The Village reserves the right to administer all required maintenance to its publically owned stormwater BMPs. It also reserves the right to perform the necessary maintenance of them. Likewise, the Village reserves the right to perform the necessary maintenance work associated with stormwater BMPs that, during the development agreement, were allotted under Village supervision within the stormwater agreement signed by the Village and the Developer. The Village will make all the necessary correspondence to the owner prior to performing the work, as proposed in the stormwater agreement. The Village, however, upon determination that the correspondence is being ignored, will perform the necessary maintenance and bill it back to the owner.

In regards to private stormwater BMPs, the Village has taken the approach of sending out notices to the owners of the DNR requirement of inspection. Allow the private owners to perform the inspection themselves, indicating a qualified individual does the inspection. If nothing is done the Village will request inspection be done by their staff. If still no action is taken the Village will refer to DNR requirements and council on the matter and determine the next course of action.

Overall the Village, unless the BMP is on private land, will perform the necessary maintenance when applicable. When not applicable, the Village will contract out the necessary maintenance. Maintenance consists of, but is not limited to, re-ditching, re-grading, reconstruction of swales, ponds, infiltration basins, biofilters, and outfalls.

In the event that a stormwater system is deemed unfit to continue to work effectively, the Village may opt to rethink the stormwater system. This may include reconstruction, resizing, or reworking the existing stormwater system or completely removing and installing a new system. These actions may not fall under the maintenance sections, and would entail a greater cost.

Section 6.5: Conclusion

In conclusion, the Village of Kronenwetter has a detailed list of its inventory, and performs inspections on an annual or as needed basis. The Village has at its disposal the proper ordinances and agreements to ensure that the necessary maintenance is being performed and that there are options for private owners.

END OF CHAPTER

## **Appendix**

### **Appendix A: The Stormwater Pond Inspection Document**

Public Works Department  
1582 Kronenwetter Drive  
Kronenwetter, WI 54455



<b>POND OPERATION &amp; MAINTENANCE INSPECTION CHECKLIST</b>  Inspection of all listed items shall take place at least quarterly (unless noted otherwise) and after rainfall events resulting in 2" of rainfall or more. A copy of this document shall be completed during each inspection. The party responsible for performing inspections and maintenance shall keep all completed checklists and make them available to Residents or Municipal, County, and State Officials upon request.		<b>SITE:</b>	
		<b>INSPECTOR:</b>	
		<b>DATE:</b>	
		<b>TIME:</b>	
<b>Reason for Inspection (Circle One):</b> <b>Complaint / Storm Event / Scheduled / Other</b>			
<b>Ownership (Circle One):</b> <b>Public</b> <b>Private</b>			
<b>ITEM INSPECTED</b>	<b>ACTION REQUIRED</b>	<b>COMMENTS</b>	
<b>INFLOW DEVICE / SWALE</b>			
Obstruction: Vegetation / Debris / Sediment	Y / N		
Erosion / Undercutting	Y / N		
Displacement of Fabric / Rip Rap	Y / N		
Pipe Condition / Exposure	Y / N		
Other:	Y / N		
<b>FOREBAY</b>			
Sediment / Debris Accumulation	Y / N		
Side Slope Erosion	Y / N		
Invasive Vegetation	Y / N		
Other:	Y / N		
<b>VEGETATED SHELF &amp; MAIN TREATMENT AREA</b>			
Visible Pollution / Muddiness	Y / N		
Sediment / Debris Accumulation	Y / N		
Plants are Dead / Diseased / Dying	Y / N		
Bare Soil / Erosive Gullies	Y / N		
Algae Cover	Y / N	Percentage:	
Invasive Vegetation	Y / N	Percentage:	
Other:	Y / N		



Public Works Department  
1582 Kronenwetter Drive  
Kronenwetter, WI 54455



ITEM INSPECTED	ACTION REQUIRED	COMMENTS
EMBANKMENT		
Erosion and/or Loss of Dam Material	Y / N	
Shrubs/Trees Present	Y / N	
Animal Burrows	Y / N	
Soft Spots or Boggy Areas	Y / N	
Slides	Y / N	
Other:	Y / N	
OUTLET DEVICE / SWALE		
Obstruction: Vegetation / Debris / Sediment	Y / N	
Erosion / Undercutting	Y / N	
Joint Failure / Loss of Joint Material	Y / N	
Leaking Device	Y / N	
Other:	Y / N	
MISCELLANEOUS		
Trash / Debris	Y / N	
Access	Y / N	
Vandalism	Y / N	
Fence / Sign Condition	Y / N	
Fish / Wildlife	Y / N	Observations:
Aesthetics	Y / N	

COMMENTS:


In accordance with approved design plans? Y / N

Maintenance required? Y / N

Signature of Inspector: \_\_\_\_\_

Appendix B: The Stormwater Biofilter Inspection Document

Public Works Department  
1582 Kronenwetter Drive  
Kronenwetter, WI 54455



<b>BIOFILTER OPERATION &amp; MAINTENANCE INSPECTION CHECKLIST</b>  Inspection of all listed items shall take place at least quarterly (unless noted otherwise) and after rainfall events resulting in 2" of rainfall or more. A copy of this document shall be completed during each inspection. The party responsible for performing inspections and maintenance shall keep all completed checklists and make them available to Residents or Municipal, County, and State Officials upon request.		<b>SITE:</b>	
		<b>INSPECTOR:</b>	
		<b>DATE:</b>	
		<b>TIME:</b>	
<b>Reason for Inspection (Circle One):</b> <b>Complaint</b> / <b>Storm Event</b> / <b>Scheduled</b> / <b>Other</b>			
<b>Ownership (Circle One):</b> <b>Public</b> <b>Private</b>			
<b>ITEM INSPECTED</b>	<b>ACTION REQUIRED</b>	<b>COMMENTS</b>	
<b>EMBANKMENT &amp; EMERGENCY SPILLWAY</b>			
Vegetation & Ground Cover	Y / N		
Appropriate Vegetation (per site plans)	Y / N		
Adequate Freeboard	Y / N		
Erosion Occurring	Y / N		
Cracking / Bulging	Y / N		
Animal Burrows / Damage	Y / N		
Seepage / Leakage Downstream	Y / N		
Clear of Debris / Obstructions	Y / N		
Accessibility	Y / N		
Emergency Spillway	Y / N		
<b>BOTTOM OF BASIN</b>			
Vegetative & Ground Cover	Y / N		
Appropriate Vegetation (per site plan)	Y / N		
Trash / Debris	Y / N		
Visible Pollution / Sheen	Y / N		
Edge Erosion	Y / N		
Standing Water (3 hours after rain event)	Y / N		

Public Works Department  
1582 Kronenwetter Drive  
Kronenwetter, WI 54455



ITEM INSPECTED	ACTION REQUIRED	COMMENTS
INFLOW POINTS		
Rip Rap Failures	Y / N	
End walls / Head walls	Y / N	
Slope Erosion	Y / N	
Inflow Pipes / Swales	Y / N	
Spreader Structure	Y / N	
Pre-Treatment Swale	Y / N	
MISCELLANEOUS		
Complaints from Residents	Y / N	
Any Public Hazards	Y / N	
Invasive Species	Y / N	
Snow Storage on Facility	Y / N	

COMMENTS:


In accordance with approved design plans?Y / N

Maintenance required?Y / N

Signature of Inspector: \_\_\_\_\_

Appendix C: The Stormwater Swale Inspection Document

Public Works Department  
1582 Kronenwetter Drive  
Kronenwetter, WI 54455



<b>SWALE/DITCH OPERATION &amp; MAINTENANCE INSPECTION CHECKLIST</b> Inspection of all listed items shall take place at least quarterly (unless noted otherwise) and after rainfall events resulting in 2" of rainfall or more. A copy of this document shall be completed during each inspection. The party responsible for performing inspections and maintenance shall keep all completed checklists and make them available to Residents or Municipal, County, and State Officials upon request.		<b>STREET:</b>	
		<b>FROM:</b>	<b>TO:</b>
		<b>INSPECTOR:</b>	
		<b>DATE:</b>	
		<b>TIME:</b>	
<b>Reason for Inspection (Circle One):</b> <b>Complaint / Storm Event / Scheduled / Other</b>			
<b>Ownership (Circle One):</b> <b>Public</b> <b>Private</b>			
<b>ITEM INSPECTED</b>	<b>ACTION REQUIRED</b>	<b>COMMENTS</b>	
<b>CULVERT</b>			
Obstruction: Vegetation / Debris / Sediment	Y / N		
Erosion / Undercutting	Y / N		
Pipe Condition	Y / N		
Other:	Y / N		
<b>MAIN TREATMENT AREA</b>			
Visible Pollution / Muddiness	Y / N		
Sediment / Debris Accumulation	Y / N		
Bare Soil / Erosive Gullies	Y / N		
Invasive Vegetation	Y / N	Percentage:	
Other:	Y / N		
<b>EMBANKMENT</b>			
Erosion and/or Loss of Dam Material	Y / N		
Shrubs/Trees Present	Y / N		
Animal Burrows	Y / N		
Soft Spots or Boggy Areas	Y / N		
Slides	Y / N		
Other:	Y / N		

Public Works Department  
1582 Kronenwetter Drive  
Kronenwetter, WI 54455



ITEM INSPECTED	ACTION REQUIRED	COMMENTS
MISCELLANEOUS		
Trash / Debris	Y / N	
Complaints from Residents	Y / N	
Vandalism	Y / N	
Fence / Sign Condition	Y / N	
Aesthetics	Y / N	
Other:	Y / N	

COMMENTS:


Maintenance required? Y / N

Signature of Inspector: \_\_\_\_\_



Appendix D: The Stormwater Outfall Inspection Document

Public Works Department  
1582 Kronenwetter Drive  
Kronenwetter, WI 54455



<p align="center"><b>STORM SEWER OUTFALL INSPECTION CHECKLIST – CITY FACILITIES</b></p> <p>Inspection of all listed items shall take place annually. This form is to be used when outlets are not inspected for Illicit Discharge Detection and Elimination (IDDE).</p>		<b>SITE:</b>	
		<b>INSPECTOR:</b>	
		<b>DATE:</b>	
		<b>TIME:</b>	
<p align="center"><b>Reason for Inspection (Circle One):    Complaint   /   Storm Event   /   Scheduled   /   Other</b></p>			
<b>ITEM INSPECTED</b>	<b>ACTION REQUIRED</b>	<b>COMMENTS</b>	
<b>GENERAL INFORMATION</b>			
Outfall	MAJOR / MINOR		
End Wall Size			
End Wall Material			
<b>OUTFALLS</b>			
Rip Rap	Y / N		
End Wall Condition	Y / N		
Erosion	Y / N		
Condition of Downstream Swales	Y / N		
Trash / Debris	Y / N		
Other:	Y / N		
<b>OTHER</b>			
Complaints From Residents	Y / N		
Public Hazards	Y / N		
Water Flow	Y / N		
Fence / Sign Condition	Y / N		
Other:	Y / N		

**COMMENTS:**


Signature of Inspector: \_\_\_\_\_

Appendix E: The Stormwater Construction Site Inspection Document

This form was developed in accordance with s. NR 216.48 Wis. Adm. Code for WPDES permittees' convenience; however, use of this specific form is voluntary. Multiple copies of this form are made to compile the inspection report. Inspections of the construction site and implemented erosion and sediment control best management practices (BMPs) must be performed weekly within 24 hours after a rainfall event 0.5 inches or greater.

Construction Site Name and Location (Project, Municipality, and County):

Site/Facility ID No. (FIN):

Onsite Contact/Contractor:

Onsite Phone/Cell:

Note: Inspection reports, along with erosion control and storm water management plans, are required to be maintained on site in accordance with s. NR 216.48 (4) and made available upon request. PLEASE PRINT LEGIBLY.

Date of inspection:

Time of inspection:  
Start: am pm  
End: am pm

Type of inspection: Weekly Precipitation Event Other (specify)

Weather/Site Conditions:

Temp. °F Antecedent Soil Moisture  
Dry Frozen or snow covered  
Variable Frozen (Thaw predicted in next week)  
Wet Melting Snow/slush

Describe current phase of construction:

Last Rainfall Depth: inches

Last Rainfall Date:

Scheduled Final Stabilization Date for Universal Soil Loss Equation (USLE) <sup>1</sup> :  
Project on Schedule <sup>2</sup> ? Yes No

Name(s) of individual(s) performing inspection:

Inspector Phone/Cell:

I certify that the information contained on this form is an accurate assessment of site conditions at the time of inspection:

Inspector Signature

Date:

Inspection Questions:

Yes

No (Identify Actions Required):

Location/Comments:

Actions Completed by Date & Initials

1. Is the erosion control plan accessible to operators?

☐

☐ Provide onsite copy

2. Is the permit certificate posted where visible?

☐

☐ Post certificate

3. Is the current phase of construction on sequence with the site-specific erosion and sediment control plan, including installation/stabilization of ponds and ditches?

☐

☐ Add sediment control  
☐ Install missing ditch/pipe/pond  
☐ Stabilize bare soil

4. Are all erosion and sediment control BMPs shown on plan properly installed and in functional condition?

☐

☐ Repair  
☐ Modify  
☐ Install/Replace

5. Is inlet protection properly installed and functioning in all inlets likely to receive runoff from the site?

☐

☐ Clean  
☐ Replace  
☐ Install

6. Is the air free of fugitive dust resulting from construction activity and bare soil exposure?

☐

☐ Apply water  
☐ Apply dust control product

<sup>1</sup> The Universal Soil Loss Equation (USLE) model and the Construction Site Soil Loss and Sediment Discharge Guidance are available at: [http://dnr.wi.gov/topic/stormwater/standards/const\\_standards.html](http://dnr.wi.gov/topic/stormwater/standards/const_standards.html)

<sup>2</sup> If the project is not on schedule then the soil loss summary for the project should be reviewed and schedule, plan or practices modified accordingly.

# CONSTRUCTION SITE INSPECTION REPORT

Form 3400-187 (R 11/16)

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State of Wisconsin  
Department of Natural Resources  
[dnr.wisconsin.gov](http://dnr.wisconsin.gov)

Section 5, Item K.

Section Questions:	Yes	No (Identify Actions Required):	Location/Comments:	Actions Completed by Date & Initials
Is the public right of way curb line free of tracked soil and accumulation?	<input type="checkbox"/>	<input type="checkbox"/> Install tracking pad <input type="checkbox"/> Widen/lengthen pad <input type="checkbox"/> Amend stone/Add geotextile <input type="checkbox"/> Install wheel washing station <input type="checkbox"/> Close entrance/exist <input type="checkbox"/> Limit traffic across disturbed areas <input type="checkbox"/> Sweep road and curb line		
8. Are wetlands, lakes, streams, ditches, or storm sewers downstream of the site free of sedimentation and turbid water leaving the site? <sup>3</sup>	<input type="checkbox"/>	<input type="checkbox"/> Repair/Replace erosion control <input type="checkbox"/> Add sediment controls <input type="checkbox"/> Modify operations <input type="checkbox"/> Contact DNR to verify extent of cleanup required		
9. Is dewatering and/or vehicle and equipment washing being done in a manner that prevents erosion and sediment discharge?	<input type="checkbox"/>	<input type="checkbox"/> Install treatment train <input type="checkbox"/> Install energy dissipation <input type="checkbox"/> Modify discharge location <input type="checkbox"/> Modify intake to reduce sediment		
10. Are soil stockpiles existing for more than 7 days covered and stabilized?	<input type="checkbox"/>	<input type="checkbox"/> Seed <input type="checkbox"/> Install mat/mulch/polymer <input type="checkbox"/> Cover with tarp/plastic sheeting		
11. Are downstream channels and other downhill areas protected from scour and erosion?	<input type="checkbox"/>	<input type="checkbox"/> Install energy dissipation at outfall <input type="checkbox"/> Install ditch checks <input type="checkbox"/> Install slope interruption <input type="checkbox"/> Install onsite detention		
12. Are good housekeeping practices or treatment controls in place to prevent the discharge of chemicals, cement, trash, and other materials into wetlands, waterways, storm sewers, ditches, or drainage-ways? <sup>4</sup>	<input type="checkbox"/>	<input type="checkbox"/> Properly dispose of trash <input type="checkbox"/> Provide concrete washout station <input type="checkbox"/> Contact DNR to verify extent of cleanup required		
13. Is the plan reflective of current site operations and does it address all erosion and sediment control issues identified during the inspection?	<input type="checkbox"/>	<input type="checkbox"/> Revise sequence <input type="checkbox"/> Revise sediment control BMP <input type="checkbox"/> Revise erosion control BMP <input type="checkbox"/> Revise post-construction storm water BMP		
14. Are all areas where construction has temporarily ceased (and will not resume for more than 2 weeks) temporarily stabilized?	<input type="checkbox"/>	<input type="checkbox"/> Topsoil & seed <input type="checkbox"/> Install mat/mulch/polymer <input type="checkbox"/> Cover with tarp/plastic sheeting		
15. Are all areas at final grade permanently vegetated or stabilized with other treatments?	<input type="checkbox"/>	<input type="checkbox"/> Topsoil & seed <input type="checkbox"/> Install mat/mulch/polymer <input type="checkbox"/> Sod <input type="checkbox"/> Install stone base		
16. Have temporary sediment controls been removed in areas of the site that meet the permit definition of 'final stabilization'?	<input type="checkbox"/>	<input type="checkbox"/> Water to establish vegetation <input type="checkbox"/> Repair or reseed areas <input type="checkbox"/> Remove temporary practices		

<sup>3</sup> If sediment discharge enters a wetland or waterbody, the permittee should consult with DNR staff to determine if sediment cleanup and/or additional control measures are required.

<sup>4</sup> The permittee shall notify the DNR immediately via the spills hotline at (800)943-0003 of any release or spill of a hazardous substance to the environment in accordance with s. 292.11, Wis. Stats., and ch. NR 706, Wis. Adm. Code.

Appendix F: The Stormwater Outfall Visual Inspection Document

Public Works Department  
1581 Kronenwetter Drive  
Kronenwetter, WI 54455



## STORMWATER OUTFALL VISUAL INSPECTION CHECKLIST

Inspection of all listed items shall take place annually. This form is to be used when outlets are inspected for IDDE.

**SITE:**

**INSPECTOR:**

**DATE:**

**TIME:**

**Drainage Area:**

Industrial / Urban Residential / Suburban Residential / Commercial / Institutional / Other

### GENERAL INFORMATION

Outfall	MAJOR / MINOR	
End Wall Size		
End Wall Material		
ITEM INSPECTED	ACTION NEEDED	COMMENTS

### WATER INFORMATION

Temperature Outside	°F	
Temperature Water	°F	
pH		
Ammonia	mg/L	

### FLOW

Flow Present	Y / N	If No, skip to next section
Flow Description	Trickle / Moderate / Substantial	
Turbidity	Y / N	
Odor	Sewage / Rancid / Sour Petroleum / Sulfide / Other	
Color	Clear / Brown / Gray / Yellow Green / Orange / Red / Other	
Floatables ( <b>not trash</b> )	Sewage / Suds Petroleum / Other	



**COMMENTS:**


Y / N

Flow / Pool

Signature of Inspector: \_\_\_\_\_

Appendix G: Example Inspection

Public Works Department  
1582 Kronenwetter Drive  
Kronenwetter, WI 54455



<b>POND OPERATION &amp; MAINTENANCE INSPECTION CHECKLIST</b>  Inspection of all listed items shall take place at least quarterly (unless noted otherwise) and after rainfall events resulting in 2" of rainfall or more. A copy of this document shall be completed during each inspection. The party responsible for performing inspections and maintenance shall keep all completed checklists and make them available to Residents or Municipal, County, and State Officials upon request.		SITE: <u>Municipal Pond</u>	
		INSPECTOR: <u>Greg U.</u>	
		DATE: <u>3/13/25</u>	
		TIME: <u>1:00 pm</u>	
Reason for Inspection (Circle One): Complaint / Storm Event / <u>Scheduled</u> / Other			
Ownership (Circle One): <u>Public</u> Private			
ITEM INSPECTED	ACTION REQUIRED	COMMENTS	
<b>INFLOW DEVICE / SWALE</b>			
Obstruction: Vegetation / Debris / Sediment	Y / <u>X</u>		
Erosion / Undercutting	Y / <u>N</u>		
Displacement of Fabric / Rip Rap	Y / <u>N</u>		
Pipe Condition / Exposure	Y / <u>N</u>		
Other:	Y / N		
<b>FOREBAY</b>			
Sediment / Debris Accumulation	Y / <u>N</u>		
Side Slope Erosion	Y / <u>N</u>		
Invasive Vegetation	Y / <u>N</u>		
Other:	Y / <u>N</u>		
<b>VEGETATED SHELF &amp; MAIN TREATMENT AREA</b>			
Visible Pollution / Muddiness	Y / <u>N</u>		
Sediment / Debris Accumulation	Y / <u>N</u>		
Plants are Dead / Diseased / Dying	Y / <u>N</u>		
Bare Soil / Erosive Gullies	Y / <u>N</u>		
Algae Cover	Y / <u>N</u>	Percentage:	
Invasive Vegetation	Y / <u>N</u>	Percentage:	
Other:	Y / N		

Public Works Department  
1582 Kronenwetter Drive  
Kronenwetter, WI 54455



ITEM INSPECTED	ACTION REQUIRED	COMMENTS
<b>EMBANKMENT</b>		
Erosion and/or Loss of Dam Material	Y / <input checked="" type="radio"/> N	
Shrubs/Trees Present	Y / <input checked="" type="radio"/> N	
Animal Burrows	Y / <input checked="" type="radio"/> N	
Soft Spots or Boggy Areas	Y / <input checked="" type="radio"/> N	
Slides	Y / <input checked="" type="radio"/> N	
Other:	Y / N	
<b>OUTLET DEVICE / SWALE</b>		
Obstruction: Vegetation / Debris / Sediment	Y / <input checked="" type="radio"/> N	
Erosion / Undercutting	Y / <input checked="" type="radio"/> N	
Joint Failure / Loss of Joint Material	Y / <input checked="" type="radio"/> N	
Leaking Device	Y / <input checked="" type="radio"/> N	
Other:	Y / N	
<b>MISCELLANEOUS</b>		
Trash / Debris	<input checked="" type="radio"/> Y / N	<i>A few soda bottles (cleaned up)</i>
Access	Y / <input checked="" type="radio"/> N	
Vandalism	Y / <input checked="" type="radio"/> N	
Fence / Sign Condition	Y / <input checked="" type="radio"/> N	
Fish / Wildlife	<input checked="" type="radio"/> Y / <input checked="" type="radio"/> N	Observations: <i>Birds / Ducks</i>
Aesthetics	Y / <input checked="" type="radio"/> N	

**COMMENTS:**

<i>In good spring condition</i>

In accordance with approved design plans?

☒ Y / N

Maintenance required?

☒ Y / N

Signature of Inspector:

## Appendix H: Illicit Discharge Ordinance

## Chapter 270. Erosion Control and Stormwater Management

### Article III. Illicit Discharge

#### § 270-31. Purpose and intent.

The purpose of this article is to provide for the health, safety, and general welfare of the citizens of the Village of Kronenwetter through the regulation of nonstormwater discharges to the storm drainage system to the maximum extent practicable as required by federal and state law. This article establishes methods for controlling the introduction of pollutants into the municipal separate storm sewer system (MS4) in order to comply with requirements of the Wisconsin Pollutant Discharge Elimination System (WPDES) permit process. The objectives of these requirements are:

- A. To regulate the contribution of pollutants to the municipal separate storm sewer system (MS4) by stormwater discharges from any user.
- B. To prohibit illicit connections and discharges to the municipal separate storm sewer system.
- C. To establish legal authority to carry out all inspection, surveillance, and monitoring procedures necessary to ensure compliance with these requirements.

#### § 270-32. Applicability.

This article shall apply to all water entering the storm drain system generated on any developed and undeveloped lands unless explicitly exempted by an authorized enforcement agency or this article.

#### § 270-33. Definitions; word usage.

- A. In the construction of this article, the rules and definitions contained in this section shall be observed and applied, except when the context clearly indicates otherwise. In further amplification and for clarity of interpretation of the context, the following finite definitions of word use shall apply:
  - (1) Words used in the present tense shall include the future; and words used in the singular number shall include the plural number, and the plural the singular.
  - (2) The word "shall" is mandatory and not discretionary.
  - (3) The word "may" is permissive.
- B. For the purpose of this article, certain words or phrases shall have meanings that either vary somewhat from their customary dictionary meanings or are intended to be interpreted to have a specific meaning. Any words not defined in this article shall be presumed to have their customary dictionary meaning.

##### **AUTHORIZED ENFORCEMENT AGENCY**

Public Works Director or representative designated in writing.

##### **BEST MANAGEMENT PRACTICES (BMPs)**

Schedules of activities, prohibitions of practices, general good housekeeping practices, pollution prevention and educational practices, maintenance procedures, and other management practices to prevent or reduce the discharge of pollutants directly or indirectly to stormwater, receiving waters, or stormwater conveyance systems. BMPs also include treatment practices, operating procedures, and practices to control site runoff, spillage or leaks, sludge or water disposal, or drainage from raw materials storage.

##### **CLEAN WATER ACT**

The federal Water Pollution Control Act (33 U.S.C. § 1251 et seq.), and any subsequent amendments thereto.

##### **CONSTRUCTION ACTIVITY**

Activities subject to WPDES construction permits. Currently, these include construction projects resulting in land disturbance of one acre or more. Such activities include but are not limited to clearing and grubbing, grading, excavating, and demolition.

##### **HAZARDOUS MATERIALS**

Any material, including any substance, waste, or combination thereof, which because of its quantity, concentration, or physical, chemical, or infectious characteristics may cause, or significantly contribute to, a substantial present or potential hazard to human health, safety, property, or the environment when improperly treated, stored, transported, disposed of, or otherwise managed.

**ILLEGAL DISCHARGE**

Any direct or indirect nonstormwater discharge to the storm drain system, except as exempted in § 270-36A of

Section 5, Item K.

**ILLCIT CONNECTIONS**

Either of the following: any drain or conveyance, whether on the surface or subsurface, which allows an illegal discharge to enter the storm drain system, including but not limited to any conveyances which allows any nonstormwater discharge, including sewage, process wastewater, and wash water, to enter the storm drain system and any connections to the system, regardless of whether said drain or connection had been previously allowed, permitted, or approved by an authorized enforcement agency; or any drain or conveyance connected from a commercial or industrial land use to the storm drain system which has not been documented in plans, maps, or equivalent records and approved by an authorized enforcement agency.

**INDUSTRIAL ACTIVITY**

Activities subject to WPDES industrial permits.

**NONSTORMWATER DISCHARGE**

Any discharge to the storm drain system that is not composed entirely of stormwater.

**PERSON**

Any individual, association, organization, partnership, firm, corporation or other entity recognized by law.

**POLLUTANT**

Anything which causes or contributes to pollution. Pollutants may include, but are not limited to: paints, varnishes, and solvents; oil and other automotive fluids; nonhazardous liquid and solid wastes and yard wastes; refuse, rubbish, garbage, litter, or other discarded or abandoned objects, ordinances, and accumulations, so that same may cause or contribute to pollution; floatables; pesticides, herbicides, and fertilizers; hazardous substances and wastes; sewage, fecal coliform, and pathogens; dissolved and particulate metals; animal wastes; wastes and residues that result from constructing a building or structure; and noxious or offensive matter of any kind.

**PREMISES**

Any building, lot, parcel of land, or portion of land, whether improved or unimproved, including adjacent sidewalks and parking strips.

**STORM DRAINAGE SYSTEM**

Publicly owned facilities by which stormwater is collected and/or conveyed, including but not limited to any roads with drainage systems, municipal streets, gutters, curbs, inlets, piped storm drains, pumping facilities, retention and detention basins, natural and human made or altered drainage channels, reservoirs, and other drainage structures.

**STORMWATER**

Any surface flow, runoff, and drainage consisting entirely of water from any form of natural precipitation, and resulting from such precipitation.

**STORMWATER POLLUTION PREVENTION PLAN**

A document which describes the BMPs and activities to be implemented by a person or business to identify sources of pollution or contamination at a site and the actions to eliminate or reduce pollutant discharges to stormwater, stormwater conveyance systems, and/or receiving waters to the maximum extent practicable.

**WASTEWATER**

Any water or other liquid, other than uncontaminated stormwater, discharged from a facility.

**WISCONSIN POLLUTANT DISCHARGE ELIMINATION SYSTEM (WPDES) STORMWATER DISCHARGE PERMIT**

Any permit issued by WDNR that authorizes discharges to the waters of the state, whether the permit is applicable on an individual, group, or general area-wide basis, including construction and industrial permits.

## § 270-34. Responsibility for administration.

The Public Works Director shall administer, implement, and enforce the provisions of this article. Any powers granted or duties imposed upon the authorized enforcement agency may be delegated, in writing, by the director of the authorized enforcement agency to persons or entities acting in the beneficial interest of or in the employ of the agency.

## § 270-35. Ultimate responsibility.

The standards set forth herein and promulgated pursuant to this article are the minimum standards; therefore, compliance with this article does not ensure that contamination, pollution, or unauthorized discharge of pollutants will occur.

## § 270-36. Discharge prohibitions.

- A. Prohibition of illegal discharges. No person shall discharge or cause to be discharged into the municipal storm drain system or watercourses any materials, including but not limited to pollutants or waters containing any pollutants that cause or contribute to a violation of applicable water quality standards, other than stormwater. The commencement, conduct or continuance of any illegal discharge to the storm drain system is prohibited except as described as follows:

- (1) The following discharges are exempt from the discharge prohibitions established by this article: water line other potable water sources, landscape irrigation or lawn watering, the application of chemicals to agriculture, diverted stream flows, rising groundwater, groundwater infiltration to storm drains, uncontaminated pumped groundwater, foundation or footing drains (not including active groundwater dewatering systems), crawl space pumps, air-conditioning condensation, springs, noncommercial washing of vehicles, natural riparian habitat or wetland flows, swimming pools (if dechlorinated, typically less than one PPM chlorine), firefighting activities, and any other water source not containing pollutants.
- (2) Discharges specified in writing by the authorized enforcement agency as being necessary to protect public health and safety.
- (3) Dye testing is an allowable discharge, but requires a written notification to the authorized enforcement agency prior to the time of the test.
- (4) Section **270-36A** shall not apply to any nonstormwater discharge permitted under a WPDES permit, waiver, or waste discharge order issued to the discharger and administered under the authority of the WDNR, provided that the discharger is in full compliance with all requirements of the permit, waiver, or order and other applicable laws and regulations, and provided that written approval has been granted for any discharge to the storm drain system.

B. Prohibition of illicit connections.

- (1) The construction, use, maintenance or continued existence of illicit connections to the storm drain system is prohibited.
- (2) This prohibition expressly includes, without limitation, illicit connections made in the past, regardless of whether the connection was permissible under law or practices applicable or prevailing at the time of connection.
- (3) A person is considered to be in violation of these requirements if the person connects a line conveying sewage to the MS4 or allows such a connection to continue.

## § 270-37. Suspension of MS4 access.

- A. Suspension due to illicit discharges in emergency situations. The Public Works Director may, without prior notice, suspend MS4 discharge access to a person when such suspension is necessary to stop an actual or threatened discharge which presents or may present imminent and substantial danger to the environment, or to the health or welfare of persons, or to the MS4 or waters of the state. If the violator fails to comply with a suspension order issued in an emergency, the authorized enforcement agency may take such steps as deemed necessary to prevent or minimize damage to the MS4 or waters of the state, or to minimize danger to persons.
- B. Suspension due to detection of illicit discharge. Any persons discharging to the MS4 in violation of these requirements may have their MS4 access terminated if such termination would abate or reduce an illicit discharge. The authorized enforcement agency will notify a violator of the proposed termination of its MS4 access. The violator may petition the authorized enforcement agency for a reconsideration and hearing before the Board of Appeals as set forth in § **270-44**. A person commits an offense if the person reinstates MS4 access to premises terminated pursuant to this section without the prior approval of the authorized enforcement agency.

## § 270-38. Industrial or construction activity discharge.

Any person subject to an industrial or construction activity WPDES stormwater discharge permit shall comply with all provisions of such permit. Proof of compliance with said permit may be required in a form acceptable to the Public Works Director prior to the allowing of discharges to the MS4.

## § 270-39. Monitoring of discharges.

- A. Applicability. This section applies to all facilities that have stormwater discharges associated with industrial activity, including construction activity.
- B. Access to facilities.
  - (1) The authorized enforcement agency shall be permitted to enter and inspect facilities subject to regulation under these requirements as often as may be necessary to determine compliance with these requirements. If a discharger has security measures in place which require proper identification and clearance before entry into its premises, the discharger shall make the necessary arrangements to allow access to representatives of the authorized enforcement agency.
  - (2) Facility operators shall allow the authorized enforcement agency ready access to all parts of the premises for the purposes of inspection, sampling, examination, and copying of records that must be kept under the conditions of an NPDES permit to discharge stormwater, and the performance of any additional duties as defined by state and federal law.
  - (3) The authorized enforcement agency shall have the right to set up on any permitted facility such devices as are necessary in the opinion of the authorized enforcement agency to conduct monitoring and/or sampling of the facility's stormwater discharge.
  - (4) The authorized enforcement agency has the right to require the discharger to install monitoring equipment as necessary. The facility's sampling and monitoring equipment shall be maintained at all times in a safe and proper operating condition by the discharger at its own expense. All devices used to measure stormwater flow and quality shall be calibrated to ensure their accuracy.



- (5) Any temporary or permanent obstruction to safe and easy access to the facility to be inspected and/or sampled promptly removed by the operator at the written or oral request of the authorized enforcement agency and replaced. The costs of clearing such access shall be borne by the operator.

Section 5, Item K.

- (6) Unreasonable delays in allowing the authorized enforcement agency access to a permitted facility is a violation of a stormwater discharge permit and of this article. A person who is the operator of a facility with a WPDES permit to discharge stormwater associated with industrial activity commits an offense if the person denies the authorized enforcement agency reasonable access to the permitted facility for the purpose of conducting any activity authorized or required by these requirements.
- (7) If the authorized enforcement agency has been refused access to any part of the premises from which stormwater is discharged, and it is able to demonstrate probable cause to believe that there may be a violation of these requirements, or that there is a need to inspect and/or sample as part of a routine inspection and sampling program designed to verify compliance with these requirements or any order issued hereunder, or to protect the overall public health, safety, and welfare of the community, then the authorized enforcement agency may seek issuance of a search warrant from any court of competent jurisdiction.

## § 270-40. Prevention, control and reduction of stormwater pollutants by use of BMPs.

The authorized enforcement agency shall establish requirements identifying BMPs for any activity, operation, or facility which may cause or contribute to pollution or contamination of stormwater, the storm drain system, or waters of the state. The owner or operator of a commercial or industrial establishment shall provide, at his/her own expense, reasonable protection from accidental discharge of prohibited materials or other wastes into the municipal storm drain system or watercourses through the use of these structural and nonstructural BMPs. Further, any person responsible for a property or premises which is or may be the source of an illicit discharge may be required to implement, at said person's expense, additional structural and nonstructural BMPs to prevent the further discharge of pollutants to the municipal separate storm sewer system. Compliance with all terms and conditions of a valid NPDES permit authorizing the discharge of stormwater associated with industrial activity, to the extent practicable, shall be deemed compliance with the provisions of this section. These BMPs shall be part of a stormwater pollution prevention plan (SWPPP) as necessary for compliance with requirements of a WPDES permit.

## § 270-41. Watercourse protection.

Every person owning property through which a watercourse passes shall keep and maintain that part of the watercourse within the property free of trash, debris, and other obstacles that would pollute, contaminate, or significantly retard the flow of water through the watercourse. In addition, the person shall maintain existing privately owned structures within or adjacent to a watercourse, so that such structures will not become a hazard to the use, function, or physical integrity of the watercourse.

## § 270-42. Notification of spills.

Notwithstanding other requirements of law, as soon as any person responsible for a facility or operation, or responsible for emergency response for a facility or operation, has information of any known or suspected release of materials which are resulting or may result in illegal discharges or pollutants discharging into stormwater, the storm drain system, or waters of the state, said person shall take all necessary steps to ensure the discovery, containment, and cleanup of such release. In the event of such a release of hazardous materials, said person shall immediately notify emergency response agencies of the occurrence via emergency dispatch services. In the event of a release of nonhazardous materials, said person shall notify the authorized enforcement agency in person or by phone or facsimile no later than the next business day. Notifications in person or by phone shall be confirmed by written notice addressed and mailed to the Public Works Director within three business days of the phone notice. If the discharge of prohibited materials emanates from a commercial or industrial establishment, the owner or operator of such establishment shall also retain an on-site written record of the discharge and the actions taken to prevent its recurrence. Such records shall be retained for at least three years.

## § 270-43. Enforcement.

- A. Notice of violation. Whenever the authorized enforcement agency finds that a person has violated a prohibition or failed to meet a requirement of this article the authorized enforcement agency may order compliance by written notice of violation to the responsible person. Such notice may require without limitation:
- (1) The performance of monitoring, analyses, and reporting.
  - (2) The elimination of illicit connections or discharges.
  - (3) That violating discharges, practices, or operations shall cease and desist.
  - (4) The abatement or remediation of stormwater pollution or contamination hazards and the restoration of any affected property.
  - (5) Payment of a fine to cover administrative and remediation costs.
  - (6) The implementation of source control or treatment BMPs.
- B. If abatement of a violation and/or restoration of affected property are required, the notice shall set forth a deadline within which such remediation or restoration must be completed. Said notice shall further advise that, should the violator fail to remediate or restore within the established deadline, the work will be done by a designated governmental agency or a contractor, and the expense thereof shall be charged to the violator.

## § 270-44. Appeal of notice.

- A. Any person receiving a notice of violation may appeal the determination of the authorized enforcement agency to the Village Board of Appeals. The notice of appeal must be received within 30 days from the date of the notice of violation by the Village Clerk. Hearing on the appeal before the Board of Appeals shall take place within 30 days from the date of receipt of the notice of appeal.
- B. Board of Appeals. The Village of Kronenwetter Board of Appeals shall hear and decide appeals where it is alleged that there is error in any order, decision or determination made by the authorized enforcement agency in administering this article. The Board shall also use the rules, procedures, duties, and powers authorized by statute in hearing and deciding appeals.

## § 270-45. Enforcement measures after appeal.

If the violation has not been corrected pursuant to the requirements set forth in the notice of violation, or, in the event of an appeal, within 10 days of the decision of the Board of Appeals upholding the decision of the authorized enforcement agency, then representatives of the authorized enforcement agency shall enter upon the subject private property and are authorized to take any and all measures necessary to abate the violation and/or restore the property. It shall be unlawful for any person, owner, agent or person in possession of any premises to refuse to allow the government agency or designated contractor to enter upon the premises for the purposes set forth above.

## § 270-46. Cost of abatement of violation.

Within 30 days after abatement of the violation, the owner of the property will be notified of the cost of abatement, including administrative costs. The property owner may file a written protest objecting to the amount of the costs within 10 days. If the amount due is not paid within a timely manner as determined by the decision of the Board of Appeals or by the expiration of the time in which to file an appeal, the charges shall become a special charge on the property tax pursuant to § 66.0627, Wis. Stats.

## § 270-47. Injunctive relief.

It shall be unlawful for any person to violate any provision or fail to comply with any of the requirements of this article. If a person has violated or continues to violate the provisions of this article, the authorized enforcement agency may petition for a preliminary or permanent injunction restraining the person from activities which would create further violations or compelling the person to perform abatement or remediation of the violation.

## § 270-48. Alternative compensatory actions.

In lieu of enforcement proceedings, penalties, and remedies authorized by this article, the authorized enforcement agency may impose upon a violator alternative compensatory action, such as storm drain stenciling, attendance at compliance workshops, creek cleanup, etc.

## § 270-49. Violations deemed a public nuisance.

In addition to the enforcement processes and penalties provided, any condition caused or permitted to exist in violation of any of the provisions of this article is a threat to public health, safety, and welfare, and is declared and deemed a nuisance, and may be summarily abated or restored at the violator's expense, and/or a civil action to abate, enjoin, or otherwise compel the cessation of such nuisance may be taken.

## § 270-50. Additional penalties.

In addition to the penalties provided for herein, the provisions of Chapter 1, General Provisions, § 1-2, General penalty, of this Code shall also apply to violations of this article.

## § 270-51. Remedies not exclusive.

The remedies listed in this article are not exclusive of any other remedies available under any applicable federal, state or local law, and it shall be within the discretion of the authorized enforcement agency to seek cumulative remedies.

# Submittal of Annual Reports and Other Compliance Documents for Municipalities with a Separate Storm Sewer System (MS4) Permits

Section 5, ItemK.

NOTE: Missing or incomplete fields are highlighted at the bottom of each page. You may save, close and return to your draft permit as often as necessary to complete your application. After 120 days your draft is **deleted**.

--	--	--	--	--	--	--

Form 3400-224(R8/2021)

## Reporting Information :

Will you be completing the Annual Report or other submittal type? ☒ Annual Report ☐ Other

**Project Name:** 2024 Annual Report

**County:** Marathon

**Municipality:** Kronenwetter, Village

**Permit Number:** S050075

**Facility Number:** 31046

**Reporting Year:** 2024

Is this submittal also satisfying an Urban Nonpoint Source Grant funded deliverable? ☐ Yes ☒ No

## Required Attachments and Supplemental Information

Please complete the contents of each tab to submit your MS4 permit compliance document. The information included in this checklist is necessary for a complete submittal. A complete and detailed submittal will help us review about your MS4 permit document. To help us make a decision in the shortest amount of time possible, the following information must be submitted:

### Annual Report

- Review related web site and instructions for [Municipal storm water permit eReporting](#) [Exit Form]
- Complete all required fields on the annual report form and upload required attachments
- Attach the following other supporting documents as appropriate using the attachments tab above
  - Public Education and Outreach Annual Report Summary
  - Public Involvement and Participation Annual Report Summary
  - Illicit Discharge Detection and Elimination Annual Report Summary
  - Construction Site Pollution Control Annual Report Summary
  - Post-Construction Storm Water Management Annual Report Summary
  - Pollution Prevention Annual Report Summary
    - Leaf and Yard Waste Management
    - Municipal Facility (BMP) Inspection Report
    - Municipal Property SWPPP
    - Municipally Property Inspection Report
    - Winter Road Maintenance
  - Storm Sewer Map Annual Report Attachment
  - Storm Water Quality Management Annual Report Attachment

- TMDL Attachment
- Storm Water Consortium/Group Report
- Municipal Cooperation Attachment
- Other Annual Report Attachment

- Attach the following permit compliance documents as appropriate using the attachments tab above

- Storm Water Management Program
  - Public Education and Outreach Program
  - Public Involvement and Participation Program
  - Illicit Discharge Detection and Elimination Program
  - Construction Site Pollutant Control Program
  - Post-Construction Storm Water Management Program
  - Pollution Prevention Program
    - Municipal Storm Water Management Facility (BMP) Inventory
    - Municipal Storm Water Management Facility (BMP) Inspection and Maintenance Plan
- Total Maximum Daily Load documents *(\*If applicable, see permit for due dates.)*
  - TMDL Mapping\*
  - TMDL Modeling\*
  - TMDL Implementation Plan\*
  - Fecal Coliform Screening Parameter \*
  - Fecal Coliform Inventory and Map *(S050075-03 general permittees Appendix B B.5.2 – document due to the department by March 31, 2022)*
  - Fecal Coliform Source Elimination Plan *(S050075-03 general permittees Appendix B - document due to the department by October 31, 2023)*

- Sign and Submit form

**Municipal Contact Information- Complete**

**Notice:** Pursuant to s. NR 216.07(8), Wis. Adm. Code, an owner or operator of a Municipal Separate Storm Sewer System (MS4) is required to submit an annual report to the Department of Natural Resources (Department) by March 31 of each year to report on activities for the previous calendar year ("reporting year"). This form is being provided by the Department for the user's convenience for reporting on activities undertaken in each reporting year of the permit term. Personal information collected will be used for administrative purposes and may be provided to the extent required by Wisconsin's Open Records Law [ss. 19.31-19.39, Wis. Stats.].

**Note:** Compliance items must be submitted using the Attachments tab.

**Municipality Information**

**Name of Municipality** Kronenwetter, Village

**Facility ID # or (FIN):** 31046

**Updated Information:** ☐ Check to update mailing address information

**Mailing Address:** 1582 Kronenwetter Drive

**Mailing Address 2:**

**City:** Kronenwetter, Village

**State:** WI

**Zip Code:** 54455 xxxxx or xxxxx-xxxx

**Primary Municipal Contact Person (Authorized Representative for MS4 Permit)**

The "Authorized Representative" or "Authorized Municipal Contact" includes the municipal official that was charged with compliance and oversight of the permit conditions, and has signature authority for submitting permit documents to the Department (i.e., Mayor, Municipal Administrator, Director of Public Works, City Engineer).

☒ Select to **create new** primary contact

**First Name:** Greg

**Last Name:** Ulman

☒ Select to **update** current contact information

**Title:** PW Director

**Mailing Address:** 1582 Kronenwetter Drive

**Mailing Address 2:**

**City:** Kronenwetter

**State:** WI

**Zip Code:** 54455 xxxxx or xxxxx-xxxx

**Phone Number:** 715-692-1731 Ext: xxx-xxx-xxxx

**Email:** gulman@kronenwetter.org

**Additional Contacts Information (Optional)**

☐ I&E Program

Individual with responsibility for:  
(Check all that apply)

- ☐ IDDE Program
- ☐ IDDE Response Procedure Manual
- ☐ Municipal-wide Water Quality Plan
- ☐ Ordinances
- ☐ Pollution Prevention Program
- ☐ Post-Construction Program
- ☐ Winter roadway maintenance

First Name:

Last Name:

Title:

Mailing Address:

Mailing Address 2:

City:

State:

Zip Code:

XXXXX or XXXXX-XXXX

Phone Number:

Ext:

XXX-XXX-XXXX

Email:

### Municipal Billing Contact Person (Authorized Representative for MS4 Permit)

☒ Select to **create new** Billing contact

First Name: Greg

Last Name: Ulman

☒ Select to **update** current contact information

Title: PW Director

Mailing Address: 1582 Kronenwetter Dr

Mailing Address 2:

City: Kronenwetter

State: WI

Zip Code: 54455

XXXXX or XXXXX-XXXX

Phone Number: 715-693-4200

Ext:

XXX-XXX-XXXX

Email: gulman@kronenwetter.org

1. Does the municipality rely on another entity to satisfy some of the permit requirements?

☐ Yes ☒ No

2. Has there been any changes to the municipality's participation in group efforts towards permit compliances (i.e., the municipality has added or dropped consortium membership)?

☐ Yes ☒ No



Do not close your work until you **SAVE**.**Note:** For the minimum control measures, you must fill out all questions in sections 1 through 7.

Form 3400-224 (R8/2021)

**Minimum Control Measures- Section 1 : Complete****1. Public Education and Outreach**

- a. Does MS4 conduct any educational efforts or events independently (not with a group) ☒ Yes ☐ No
- b. How many total educational events were held during the reporting year:
- c. Were any of the public education and outreach delivery mechanisms conducted during the reporting year active or interactive? ☒ Yes ☐ No
- d. Please select all storm water topics, target audiences, and delivery mechanisms used in the reporting year

Public Education and Outreach Delivery Mechanisms (Active and Passive)	
Active/Interactive Mechanisms	Passive Mechanisms
<input checked="" type="checkbox"/> Education activities (school presentations, summer camps) <input checked="" type="checkbox"/> Information booth at event <input type="checkbox"/> Targeted group training (contractors, consultants, etc.) <input type="checkbox"/> Government event (public hearing, council meeting) <input type="checkbox"/> Workshops <input type="checkbox"/> Tours <input type="checkbox"/> Other: <input type="text"/>	<input checked="" type="checkbox"/> Passive print media (brochures at front desk, posters, etc.) <input type="checkbox"/> Distribution of print media (mailings, newsletters, etc.) via mail or email. <input type="checkbox"/> Media offerings (radio and TV ads, press release, etc.) <input checked="" type="checkbox"/> Social media posts <input type="checkbox"/> Signage <input checked="" type="checkbox"/> Website <input type="checkbox"/> Other: <input type="text"/>

Topics Covered	Target Audience
<input checked="" type="checkbox"/> Illicit discharge detection and elimination <input checked="" type="checkbox"/> Household hazardous waste disposal/pet waste management/vehicle washing <input type="checkbox"/> Yard waste management/pesticide and fertilizer application <input type="checkbox"/> Stream and shoreline management <input checked="" type="checkbox"/> Residential infiltration <input type="checkbox"/> Construction sites and post-construction storm water management <input checked="" type="checkbox"/> Pollution prevention <input type="checkbox"/> Green infrastructure/low impact development <input type="checkbox"/> Other: <input type="text"/>	<input checked="" type="checkbox"/> General Public <input type="checkbox"/> Public Employees <input type="checkbox"/> Residents <input type="checkbox"/> Businesses <input type="checkbox"/> Contractors <input type="checkbox"/> Developers <input type="checkbox"/> Industries <input type="checkbox"/> Public Officials <input type="checkbox"/> Other: <input type="text"/>

- e. Will additional information/summary of these education events be attached to the annual report?  
☒ Yes ☐ No

If no, please provide additional comment in the brief explanation box below. *Limit response to 250 characters and/or attach supplemental information on the attachments page.*



## Missing Information

Do not close your work until you SAVE.

Note: For the minimum control measures, you must fill out all questions in sections 1 through 7

Form 3400-224 (R8/2021)

## Minimum Control Measures - Section 2 : Complete

## 2. Public Involvement and Participation

a. Permit Activities. Select all of the following topics the Permittee did to engage public participation and involvement.

Topics Covered	Target Audience	Estimated People Reached (Optional)	Regional Effort (Optional)
<input checked="" type="checkbox"/> MS4 Annual Report <input type="checkbox"/> Storm Water Management Program <input type="checkbox"/> Storm Water related ordinance <input type="checkbox"/> Other: <input type="text"/>	<input checked="" type="checkbox"/> General Public <input type="checkbox"/> Public Employees <input checked="" type="checkbox"/> Residents <input checked="" type="checkbox"/> Businesses <input checked="" type="checkbox"/> Contractors <input checked="" type="checkbox"/> Developers <input checked="" type="checkbox"/> Industries <input checked="" type="checkbox"/> Public Officials <input type="checkbox"/> Other	101 +	<input type="radio"/> Yes <input type="radio"/> No

b. Volunteer Activities. Select all of the following audiences targeted for volunteer involvement and participation related to storm water.

☐ NA (Individual Permittee)

Topics Covered	Target Audience	Estimated People Reached (Optional)	Regional Effort (Optional)
Volunteer Opportunity	<input checked="" type="checkbox"/> General Public <input type="checkbox"/> Public Employees <input type="checkbox"/> Residents <input type="checkbox"/> Businesses <input type="checkbox"/> Contractors <input type="checkbox"/> Developers <input type="checkbox"/> Industries <input type="checkbox"/> Public Officials <input type="checkbox"/> Other	101 +	<input type="radio"/> Yes <input type="radio"/> No

c. Brief explanation on Public Involvement and Participation reporting. *Limit response to 250 characters and/or attach supplemental information on the attachments page.*

Information and stickers at community events and website

## Missing Information

Do not close your work until you **SAVE**.**Note:** For the minimum control measures, you must fill out all questions in sections 1 through 7

Form 3400-224 (R8/2021)

**Minimum Control Measures - Section 3 : Complete****3. Illicit Discharge Detection and Elimination**

- |   |                                 |
|---|---------------------------------|
| a. How many total outfalls does the municipality have?  | <input type="text" value="10"/> |
| b. How many major outfalls does the municipality have?  | <input type="text" value="10"/> |
| c. How many outfalls did the municipality evaluate as part of their routine ongoing field screening program?  | <input type="text" value="10"/> |
| d. From the municipality's routine screening, how many were confirmed illicit discharges?   | <input type="text" value="0"/>  |
| e. How many illicit discharge complaints did the municipality receive?  | <input type="text" value="0"/>  |
| f. From the complaints received, how many were confirmed illicit discharges?  | <input type="text" value="0"/>  |
| g. How many of the identified illicit discharges did the municipality eliminate in the reporting year (from both routine screening and complaints)? | <input type="text" value="0"/>  |

(If the sum of 3.c. and 3.e. does not equal 3.f., please explain below.)

- h. What types of regulatory mechanisms does the municipality have available to compel compliance with this program? Check all that are available and how many times each were used in the reporting year.

- |   |                                |
|---|--------------------------------|
| <input checked="" type="checkbox"/> Verbal Warning                    | <input type="text" value="0"/> |
| <input checked="" type="checkbox"/> Written Warning (including email) | <input type="text" value="0"/> |
| <input checked="" type="checkbox"/> Notice of Violation               | <input type="text" value="0"/> |
| <input checked="" type="checkbox"/> Civil Penalty/ Citation           | <input type="text" value="0"/> |

Additional Information:

- i. Brief explanation on Illicit Discharge Detection and Elimination reporting. *If you marked Unsure for any questions above, justify the reasoning. Limit response to 250 characters and/or attach supplemental information on the attachments page.*

Everything was in compliance with code

**Missing Information**Do not close your work until you **SAVE**.**Note:** For the minimum control measures, you must fill out all questions in sections 1 through 7

Form 3400-224 (R8/2021)

**Minimum Control Measures - Section 4 : Complete**

#### 4. Construction Site Pollutant Control

Section 5, ItemK.

- a. How many total construction sites with one acre or more of land disturbing construction activity were active at any point in the reporting year?
- b. How many construction sites with one acre or more of land disturbing construction activity did the municipality issue permits for in the reporting year?
- c. How many erosion control inspections did the municipality complete in the reporting year (at sites with one acre or more of land disturbing construction activity)?

- d. What types of regulatory mechanisms does the municipality have available to compel compliance with this program? Check all that are available and how many times each were used in the reporting year.

☒ Verbal Warning

☐ Written Warning (including email)

☐ Notice of Violation

☐ Civil Penalty/ Citation

☐ Stop Work Order

☐ Forfeiture of Deposit

☐ Other - Describe below

- e. Brief explanation on Construction Site Pollutant Control reporting . *If you marked Unsure for any questions above, justify the reasoning. Limit response to 250 characters and/or attach supplemental information on the attachments page.*

Construction started in winter, hence no pollution reporting has occurred

#### Missing Information

Do not close your work until you **SAVE**.

**Note:** For the minimum control measures, you must fill out all questions in sections 1 through 7

Form 3400-224 (R8/2021)

#### Minimum Control Measures - Section 5 : Complete

#### 5. Post-Construction Storm Water Management

- a. How many new structural storm water management Best Management Practice (BMP) have received local approval ?   
\*Engineered and constructed systems that are designed to provide storm water quality control such as wet detention ponds, constructed wetlands, infiltration basins, grassed swales, permeable pavement,
- b. Does the MS4 have procedures for inspecting and maintaining private storm water facilities? ☒ Yes ☐ No
- c. If Yes, how many privately owned storm water management facilities were

inspected in the reporting year ? Inspections completed by private landowners should be included in the reported number.

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Section 5, ItemK.

- d. Does the municipality utilize privately owned storm water management BMP in its pollutant reduction analysis? ☒ Yes ☐ No
- e. Does MS4 have maintenance authority on these privately owned BMPs? ☒ Yes ☐ No
- f. What types of enforcement actions does the municipality have available to compel compliance with the regulatory mechanism? Check all that apply and enter the number of each used in the reporting year.
- |  |                                |
|--|--------------------------------|
| <input checked="" type="checkbox"/> Verbal Warning         | <input type="text" value="0"/> |
| <input type="checkbox"/> Written Warning (including email) | <input type="text"/>           |
| <input type="checkbox"/> Notice of Violation               | <input type="text"/>           |
| <input type="checkbox"/> Civil Penalty/ Citation           | <input type="text"/>           |
| <input type="checkbox"/> Forfeiture of Deposit             | <input type="text"/>           |
| <input type="checkbox"/> Complete Maintenance              | <input type="text"/>           |
| <input type="checkbox"/> Bill Responsible Party            | <input type="text"/>           |
| <input type="checkbox"/> Other - Describe below            | <input type="text"/>           |
- g. Brief explanation on Post-Construction Storm Water Management reporting . *If marked 'Unsure' on any questions above, justify your reasoning. Limit your response to 250 characters and/or attach supplemental information on the attachments page.*

Staff fills out a checklist sheet.

## Missing Information

Do not close your work until you **SAVE**.

**Note:** For the minimum control measures, you must fill out all questions in sections 1 through 7

Form 3400-224 (R8/2021)

## Minimum Control Measures - Section 6 : Complete

### 6. Pollution Prevention

Storm Water Management Best Management Practice Inspections ☐ Not Applicable

- a. Enter the total number of "municipally owned" (i.e., publicly owned BMPs) or operated (i. e., privately o wned BMPs) structural storm water management best management practices.
- b. How many new municipally owned storm water management best management practices were installed in the reporting year ?

c. How many municipally owned (public) storm water management best management practices were inspected in the reporting year?

26

Section 5, ItemK.

d. What elements are looked at during inspections (250 character limit)?

Rip Rap, Endwalls, Erosion, Condition of downstream Swales, Trash

e. How many of these facilities required maintenance?

0

f. Brief explanation on Storm Water Management Best Management Practice inspection reporting. *If you marked Unsure for any questions above, justify the reasoning. Limit response to 250 characters and/or attach supplemental information on the attachments page.*

Staff fills out a report sheet

Public Works Yards & Other Municipally Owned Properties that require a stormwater pollution prevention plan (SWPPP)\* ☐ Not Applicable

g. How many municipal properties require a SWPPP?

1

h. How many inspections of municipal properties have been conducted in the reporting year?

1

i. Have amendments to the SWPPPs been made?

☐ Yes ☒ No

j. If yes, describe what changes have been made. Limit response to 250 characters and/or attach supplemental information on the attachment page:

k. Brief explanation on Storm Water Pollution Prevention Plan reporting. *If you marked Unsure for any questions above, justify the reasoning. Limit response to 250 characters and/or attach supplemental information on the attachments page.*

Staff fills out a report sheet

\* Any municipally owned property that has the potential to generate stormwater pollution should have a SWPPP. For example, if a municipal property stores compost piles, material storage, yard wastes, etc., outside and can contaminate stormwater runoff—a SWPPP is required.

Collection Services - Street Sweeping Program ☒ Not Applicable

Collection Services - Catch Basin Sump Cleaning Program ☒ Not Applicable

Collection Services - Leaf Collection Program ☒ Not Applicable

Winter Road Management ☐ Not Applicable

\*Note: We are requesting information that goes beyond the reporting year, answer the best you can.

aa. How many lane-miles of roadway is the municipality responsible for doing snow and ice control? (*One mile of a two-way road equals two lane miles.*)

234

ab. Provide amount of de-icing products used by month last winter season?  
Solids (tons) (ex. sand, or salt-sand)

Product

Oct

Nov

Dec

Jan

Feb

Mar

## Liquids (gallons) (ex. brine)

	Oct	Nov	Dec	Jan	Feb	Mar
None						

ac. Was salt applying machinery calibrated in the reporting year? ☒ Yes ☐ No

ad. Have municipal personnel attended salt reduction strategy training in the reporting year? ☐ Yes ☒ No

Training Date	Training Name	# Attendance

ae. Brief explanation on Winter Road Management reporting. *If you marked Unsure for any questions above, justify the reasoning. Limit response to 250 characters and/or attach supplemental information on the attachments page*

## Internal (Staff) Education &amp; Communication

af. Has the municipality provided an opportunity for internal training or education to staff implementing the municipality's procedures for each of the pollution prevention program element? ☐ Yes ☒ No

If yes, describe what training was provided (250 character limit):

ag. Describe how the municipality has kept the following local officials and municipal staff aware of the municipal storm water discharge permit programs, procedures and pollution prevention program requirements.

Elected Officials

Municipal Officials

Appropriate Staff ( such as operators, Department heads, and those that interact with public)

ah. Brief explanation on Internal Education reporting. *If you marked Unsure for any questions above, justify the reasoning. Limit response to 250 characters and/or attach supplemental information on the attachments page.*

## Missing Information

Do not close your work until you SAVE.

Note: For the minimum control measures, you must fill out all questions in sections 1 through 7

**Minimum Control Measures - Section 7 : Complete**

Section 5, ItemK.

**7. Storm Sewer System Map**

- a. Did the municipality update their storm sewer map this year?

☐ Yes ☒ No

If yes, check the areas the map items that got updated or changed:

☐ Storm water treatment facilities

☐ Storm pipes

☐ Vegetated swales

☐ Outfalls

☐ Other - Describe below

- b. Brief explanation on Storm Sewer System Map reporting. *If you marked Unsure for an question for any questions above, justify the reasoning. Limit response to 250 characters and/or attach supplemental information on the attachments page.*

No changes were made

Do not close your work until you SAVE.

Form 3400-224 (R8/2021)

**Final Evaluation - Complete****Fiscal Analysis**

Complete the fiscal analysis table provided below. For municipalities that do not break out funding into permit program elements, please enter the monetary amount to your best estimate of what funding may be going towards these programs.

Annual Expenditure Reporting Year	Budget Reporting Year	Budget Upcoming Year	Source of Funds
---	--------------------------	----------------------------	-----------------

**Element:** Public Education and Outreach

0	0	0	<u>Other</u>
---	---	---	--------------

**Element:** Public Involvement and Participation

0	0	0	<u>Other</u>
---	---	---	--------------

**Element:** Illicit Discharge Detection and Elimination

0	0	0	<u>Other</u>
---	---	---	--------------

**Element:** Construction Site Pollutant Control

0	0	0	<u>Other</u>
---	---	---	--------------

**Element:** Post-Construction Storm Water Management

0	0	0	<u>Other</u>
---	---	---	--------------

**Element:** Pollution Prevention

0	0	0	<u>Other</u>
---	---	---	--------------

**Other (describe)**


			<u>Select...</u>
--	--	--	------------------

Please provide a justification for a "0" entered in the Fiscal Analysis. *Limit response to 250 characters.*

We use stickers and literature for outreach from north central Wisconsin stormwater coalition and salt wise. No village funds are used.



**a:** Were there any known water quality improvements in the receiving waters to which the municipality's storm sewer system directly discharges to?

Section 5, Item K.

☐ Yes ☒ No ☐ Unsure If Yes, explain below:

**b:** Were there any known water quality degradation in the receiving waters to which the municipality's storm sewer system directly discharges to?

☐ Yes ☒ No ☐ Unsure If Yes, explain below:

**c:** Have any of the receiving waters that the municipality discharges to been added to the impaired waters list during the reporting year?

☐ Yes ☒ No ☐ Unsure

**d:** Has the municipality evaluated their storm water practices to reduce the pollutants of concern?

☐ Yes ☒ No ☐ Unsure

### Storm Water Quality Management

**a.** Has the municipality completed or updated modeling in the reporting year (relating to developed urban area performance standards of s. NR 151.13(2)(b)1., Wis. Adm. Code)? ☐ Yes ☒ No

**b.** If yes, enter percent reduction in the annual average mass discharging from the entire MS4 to surface waters of the state as compared to implementing no storm water management controls:

Total suspended solids (TSS)

Total phosphorus (TP)

### Additional Information

Based on the municipality's storm water program evaluation, describe any proposed changes to the municipality's storm water program. *If your response exceeds the 250 character limit, attach supplemental information on the attachments page.*

Do not close your work until you SAVE.

Form 3400-224 (R8/2021)

### Requests for Assistance on Understanding Permit Programs

Would the municipality like the Department to contact them about providing more information on understanding any of the Municipal Separate Storm Sewer Permit programs?

Please select all that apply:

- ☐ Public Education and Outreach
- ☐ Public Involvement and Participation
- ☐ Illicit Discharge Detection and Elimination
- ☐ Construction Site Pollutant Control
- ☐ Post-Construction Storm Water Management
- ☐ Pollution Prevention
- ☐ Storm Water Quality Management
- ☐ Storm Sewer System Map
- ☐ Water Quality Concerns
- ☐ Compliance Schedule Items Due
- ☐ MS4 Program Evaluation

Do not close your work until you **SAVE**.

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Form 3400-224(R8/2021)

**Required Attachments and Supplemental Information**

Any other MS4 program information for inclusion in the Annual Report may be attached on here. Use the Add Additional Attachments to add multiple documents.


Upload Required Attachments (15 MB per file limit) - [Help reduce file size and trouble shoot file uploads](#)

\*Required Item

**Note:** To replace an existing file, use the 'Click here to attach file ' link or press the to delete an item.

**Attach - Other Supporting Documents**

AR Other


 File Attachment

[MS4 - 2024 New.pdf](#)

(To remove items, use your cursor to hover over the attachment section. When the drop down arrow appears, select remove item)

**Attach - Permit Compliance Documents**

SWQM TMDLMap

 File Attachment

[Figure 3 - Village MS4 Map.pdf](#)

(To remove items, use your cursor to hover over the attachment section. When the drop down arrow appears, select remove item)

**Missing Information**

Draft and Share PDF Report with the permittee's governing body or delegated representatives.

Press the button below to create a PDF. The PDF will be sent to the email address associated with the WAMS ID that is signed in. After the annual report has been reviewed by the governing body or delegated representative, return to the MS4 eReporting System to submit the final report to the DNR.

[Draft and Share PDF Report](#)

Form 3400-224(R8/2021)

**Sign and Submit Your Application****Steps to Complete the signature process**

1. Read and Accept the Terms and Conditions
2. Press the Submit and Send to the DNR button

**NOTE:** For security purposes all email correspondence will be sent to the address you used when registering your WAMS ID. This may be a different email than that provided in the application. For information on your WAMS account click [HERE](#).

**Terms and Conditions**

**Certification:** I hereby certify that I am an authorized representative of the municipality covered under Kronenwetter, Village MS4 Permit for which this annual report or other compliance document is being submitted, and that the information contained in this submittal and all attachments were gathered and prepared under my direction or supervision. Based on my inquiry of the person or persons under my direction or supervision involved in the preparation of this document, to the best of my knowledge, the information is true, accurate, and complete. I further certify that the municipality's governing body or delegated representatives have reviewed or been apprised of the contents of this annual report. I understand that Wisconsin law provides severe penalties for submitting false information.

Signee (must check current role prior to accepting terms and conditions)

- ☐ Authorized municipal contact using WAMS ID.
- ☐ Delegation of Signature Authority ( Form 3400-220 ) for agent signing on the behalf of the authorized municipal contact.
- ☐ Agent seeking to share this item with authorized municipal contact (authorized municipal contact must get WAMS id and complete signature).

**Name:****Title:**

Authorized Signature.

- ☐ I accept the above terms and conditions.

After providing the final authorized signature, the system will send an email to the authorized party and any agents. This email will include a copy to the final read only version of this application.



### **Report to Village Board**

**Item Name:** Discussion and Possible Action: Authorizing Jennifer Poyer to be an Authorized Representative for the Wisconsin DNR on behalf of the Village of Kronenwetter

**Meeting Date:** March 24, 2025

**Referring Body:**

**Committee Contact:**

**Staff Contact:** Greg Ulman

**Report Prepared by:** Greg Ulman

**AGENDA ITEM:** Discussion and Possible Action: Authorizing Jennifer Poyer to be an Authorized Representative for the Wisconsin DNR on behalf of the Village of Kronenwetter

**OBJECTIVE(S):** To approve the DNR resolution.

**HISTORY/BACKGROUND:** Every year municipalities need to submit a Recycling Program report to the DNR. I, Greg Ulman, am the primary contact as I fill out the report. However we need an authorized Village representative who does not submit the report to be listed. The representative needs to be an official or a full time employee of the Village. The previous representatives were an Administrator or Finance Director, both of whom no longer work for the Village. Hence the reason to update and authorize Jennifer.

**PROPOSAL:** To approve the authorizing resolution.

**RECOMMENDED ACTION:** To Approve Authorizing Jennifer Poyer to be an Authorized Representative for the Wisconsin DNR on behalf of the Village of Kronenwetter.

**RESOLUTION NO.: 2025-03**

**VILLAGE OF KRONENWETTER, MARATHON COUNTY, WISCONSIN  
A RESOLUTION AUTHORIZING JENNIFER POYER TO ACT ON BEHALF OF  
THE VILLAGE TO APPLY FOR DNR FINANCIAL ASSISTANCE**

**WHEREAS**, Village of Kronenwetter hereby requests financial assistance under s. 287.23 and s. 287.24, Wis. Stats., Chapters NR 542, 544, Wis. Admin. Code, for the purpose of planning, constructing or operating a recycling program with one or more components specified in s. 287.11(2) (a) to (h), Wis. Stats.,

**THEREFORE, BE IT RESOLVED**, that The Village of Kronenwetter HEREBY AUTHORIZES Jennifer Poyer, an official or employee of the responsible unit, to act on its behalf to: Submit an application to the Department of Natural Resources for financial assistance under s. 287.23 and s. 287.24, Wis. Stats., Chapters NR 542, 544, Wis. Admin. Code; Sign necessary documents; and Submit a final report.

VILLAGE BOARD, VILLAGE OF  
KRONENWETTER

ATTEST

By: \_\_\_\_\_  
Chris Voll, Village President

By: \_\_\_\_\_  
Jennifer Poyer, Village Clerk

**Adopted:** March 24, 2025



# REPORT TO VB

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<b>ITEM NAME:</b>	TDS 2025 Sponsorship Contract
<b>MEETING DATE:</b>	March 24, 2025
<b>PRESENTING COMMITTEE:</b>	APC
<b>COMMITTEE CONTACT:</b>	Chris Voll
<b>STAFF CONTACT:</b>	Jennifer Poyer
<b>PREPARED BY:</b>	

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**ISSUE:** Approval of the TDS 2025 Sponsorship Contract

**OBJECTIVES:**

**ISSUE BACKGROUND/PREVIOUS ACTIONS:** TDS wants to sponsor Bike and Walk for the Health of It and National Night Out. They need the Village to sign their contract to proceed. The contract outlines the marketing opportunities afforded their sponsorship of each event, cancellation practices, etc.

**PROPOSAL:**

**ADVANTAGES:**

**DISADVANTAGES:**

**ITEMIZE ALL ANTICIPATED COSTS (Direct or Indirect, Start-Up/One-Time, Capital, Ongoing & Annual, Debt Service, etc.)**

**RECOMMENDED ACTION:**

**OTHER OPTIONS CONSIDERED:**

**TIMING REQUIREMENTS/CONSTRAINTS:**

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

Remaining CFY  
Account Number:  
Description:  
Budgeted Amount:  
Spent to Date:  
Percentage Used:  
Remaining:

**ATTACHMENTS (describe briefly):**

TDS Contract

## Event Sponsorship Agreement

Section 5, Item N.

This TDS Event Sponsorship Agreement (the “**Agreement**”) is made between TDS Metrocom, LLC d/b/a TDS Telecom, a Delaware limited liability company, (“**TDS**”) whose primary office is located at 525 Junction Road, Madison, WI 53717 and Village of Kronenwetter (“**Organizer**”), whose primary office is located at 1582 Kronenwetter Dr, Kronenwetter, WI 54455-7268 .

### 1. BACKGROUND; TERM; EXCLUSIVITY

- 1.1. TDS wishes to sponsor the event(s) described in Exhibit A (each an “**Event**”), which shall be organized and operated by Organizer. This Agreement outlines the terms and conditions related to TDS’s sponsorship of each Event.
- 1.2. This Agreement shall be effective on the last signature date on page two (the “**Effective Date**”) and will remain in effect for 6 months.
- 1.3. TDS will be the only sponsor of each Event who is a provider of residential or commercial internet, video, phone, wireless, and/or cellular services.

### 2. SPONSORSHIP BENEFITS & FEES

- 2.1. TDS will be recognized as a sponsor of each Event and will receive the sponsorship benefits outlined in Exhibit A. In exchange for these sponsorship benefits, TDS will pay Organizer the sponsorship fee(s) outlined in Exhibit A.
- 2.2. Organizer will submit an invoice for the sponsorship fee amount to TDS at [Telecominvoice@tdsinc.com](mailto:Telecominvoice@tdsinc.com) with a copy to their primary TDS contact person. TDS will remit payment to Organizer in full within 45 days after receiving the invoice.
- 2.3. If Organizer is unable to provide any of the agreed-upon sponsorship benefits to TDS, the parties will work in good faith to agree upon substitute sponsorship benefits of comparable value. If Organizer cannot provide substitute sponsorship benefits of comparable value, TDS is entitled to a pro-rated refund of the sponsorship fee.

### 3. ORGANIZER RESPONSIBILITIES

- 3.1. Organizer is solely responsible for the production, control, and supervision of each Event, including entering into any agreements and obtaining permissions regarding the operation, broadcast, facilities, or site of each Event, and any damages that result therefrom. Organizer represents that it has and will continue to have the authority to sanction, organize, administer, conduct, and promote each Event.
- 3.2. Organizer will promptly notify TDS of any circumstance that threatens to delay or force the cancellation of an Event or prevent Organizer from providing TDS any of the agreed-upon sponsorship benefits.

### 4. INDEMNIFICATION; LIMITATION OF LIABILITY

- 4.1. Organizer will defend, indemnify, and hold TDS and its agents harmless from and against damages, liabilities, losses, costs, and/or expenses (including reasonable attorneys’ fees) resulting from any third party claim that arises out of or in connection with: (a) Organizer’s infringement of intellectual property rights; (b) Organizer’s violation of privacy and publicity rights or advertising injury or liability; and (c) any personal injury, property damage, or violation of law that occurs in connection with an Event or Organizer’s performance of this Agreement.
- 4.2. By entering into this Agreement, TDS in no manner assumes any responsibility or liability whatsoever for the production, operation, control, monitoring, or supervision of any Event or activities associated with an Event, unless such responsibility is explicitly assigned to TDS pursuant to this Agreement.
- 4.3. TDS WILL HAVE NO LIABILITY TO ORGANIZER FOR ANY INDIRECT, SPECIAL, CONSEQUENTIAL, INCIDENTAL OR PUNITIVE DAMAGES, INCLUDING LOSS OF ANTICIPATED PROFITS OR REVENUE IN CONNECTION WITH OR ARISING FROM THE ACTIVITIES CONTEMPLATED BY THIS AGREEMENT, EVEN IF ORGANIZER HAS BEEN ADVISED OF THE POSSIBILITY OF SUCH DAMAGES.

### 5. INSURANCE REQUIREMENTS

- 5.1. During the term of this Agreement, each party will maintain the following minimum insurance coverages at its sole expense:
  - 5.1.1. If Organizer has employees, Worker’s Compensation insurance as required by law and Employer’s Liability with minimum coverage of \$500,000 per occurrence.
  - 5.1.2. Commercial General Liability (“**CGL**”) Insurance with minimum coverage of \$2,000,000 per occurrence (which may be provided in any combination of primary and umbrella liability coverage), including coverage for bodily injury and property damage, premises and operations, products, completed operations, contractual liability, independent contractors, and personal/advertising injury liability.
  - 5.1.3. Insurance coverage for infringement of any intellectual property right of any third party, including without limitation trademark, copyright, trade dress, or slogan and unauthorized access to private or confidential information (which may be provided in the form of Media Liability, Sponsorship, Professional, or Commercial General Liability or other similar coverage) with minimum coverage of \$2,000,000 per claim.
- 5.2. Additionally, during the term of this Agreement, Organizer will maintain, or cause the Event venue(s) to maintain, as applicable, the following minimum insurance coverages at its sole expense:
  - 5.2.1. If the use of automobiles is required to operate any Event, commercial automobile liability insurance, each with limits of at least \$1,000,000 for bodily injury, including death, to any one person, and \$1,000,000 on account of any occurrence, and \$1,000,000 for each occurrence of property damage.



5.2.2. If alcoholic beverages are sold or given away at, from the site of, or in connection with any Event, event host liquor liability, liquor liability, and so-called “dram shop” liability coverage with a combined single limit of \$3,000,000 or the minimum amount required by state law, whichever is higher.

Section 5, ItemN.

5.3. Organizer’s required liability insurance will be (a) primary and non-contributory with respect to liability assumed by Organizer hereunder; (b) will include a waiver of subrogation in favor of TDS; and (c) will name TDS Telecommunications LLC, its subsidiaries, divisions, and affiliates and their officers, directors, partners, employees, and representatives, including their respective successors and assigns, as additional insureds.

5.4. Each party will provide the other party with a certificate of insurance evidencing the insurance coverage required by this section upon request from the other party.

6. TERMINATION

6.1. Either party may terminate this Agreement upon written notice to the other party if: (a) the other party materially breaches any of its obligations under this Agreement and fails to cure such breach within 10 days of receiving written notice thereof from the other party; and/or (b) either party determines, in good faith, that the other party is or has been involved in criminal or disreputable activity that may damage, detract from, or reflect unfavorably on the terminating party’s public image, good will, or business reputation.

6.2. If this Agreement is terminated for cause by TDS, Organizer will refund any prepaid sponsorship fee amounts to TDS within 30 days after termination and, at TDS’s request, announce and publicize the discontinuation of TDS’s sponsorship. If this Agreement is terminated for cause by Organizer, TDS will not be eligible for a refund of any prepaid sponsorship fee amounts.

6.3. Upon any termination of this Agreement, Organizer will: (a) return any TDS property in Organizer’s possession, including any property bearing TDS Marks; (b) take all reasonable steps to protect TDS Marks and stop using them unless otherwise authorized by TDS per Section 7.1 below.

7. INTELLECTUAL PROPERTY RIGHTS

7.1. Definition. For purposes of this section, the term “Marks” shall mean any name, trade name, logo, word, phrase, symbol, design, trademark, or a combination of such things that identifies a party and/or the goods or services it provides.

7.2. TDS Marks. Organizer will have the limited, worldwide, non-exclusive, right to use TDS’s Marks on a royalty-free basis for the limited purpose of fulfilling its obligations under this Agreement. Unless otherwise indicated in Exhibit A, Organizer shall discontinue its use of the TDS Marks upon expiration of this Agreement and return or destroy (as directed by TDS) any materials containing TDS Marks. If Organizer continues to use TDS Marks beyond the expiration of this Agreement, their use should be considered at all times to be at TDS’s direction and must comply with the terms of this Agreement. Any additional benefits to TDS that inure due to Organizer’s use of TDS Marks after expiration of this Agreement will be at no cost to TDS.

7.3. Organizer Marks. TDS will have the limited, worldwide, non-exclusive right to use Organizer’s Marks on a royalty-free basis for the limited purpose of advertising and promoting each Event and TDS’s sponsorship thereof.

7.4. Event Marks. To the extent applicable, TDS will have the limited, worldwide, non-exclusive right to use Marks associated with each Event for purposes of advertising and promoting the Event and TDS’s sponsorship thereof.

7.5. Use Restrictions. Each party’s use of the other party’s Marks will be in the form provided by the other party unless it has given advance written approval (email is sufficient) of other forms or uses. Each party will comply with any branding guidelines provided by the other party governing use of its Marks. Each party may request to review and approve in advance all materials produced by the other party that contain its Marks.

8. MISCELLANEOUS

This Agreement will be governed by the laws of the State of Wisconsin, without regard to its conflicts of law rules. Sections 4, 7, and 8 will survive termination of the Agreement. Organizer will deliver any legal notices to TDS in writing with delivery confirmation to TDS Telecom, ATTN: Legal, 525 Junction Road, Madison, WI 53717 and send an electronic copy to legal\_team\_notices@tdstelecom.com.

ORGANIZER

TDS

Signature

Jennifer Poyer

Print Full Name & Title

Date

Signature

Malibu Springer

Print Full Name & Title

Date

EXHIBIT A: EVENT DETAILS, SPONSORSHIP BENEFITS, AND SPONSORSHIP

Section 5, ItemN.

EVENT DETAILS

TDS will sponsor the Event(s) described below:

Event Name and/or Description	Event Date(s)	Event Venue Address	City	State
Bike and Walk for the Health of It	May 15, 2025	Towering Pines Park, 2355 Tower Rd	Kronenwetter	WI
National Night Out	August 5, 2025	Towering Pines Park, 2355 Tower Rd	Kronenwetter	WI

SPONSORSHIP BENEFITS

In exchange for its sponsorship of the Event(s), TDS will receive the following benefits:

**Bike and Walk for the Health of It – Main Sponsor (\$600):**  
TDS Telecommunications name on social media posts, event pages, website event pages, printed posters (As the Main Sponsor, TDS will be printed on the 2025 Village of Kronenwetter Event card (printed), printed newsletters, emailed newsletters, press releases and post event video.  
Booth/Tent Space at the event  
Physical signs at the event identifying TDS as the Main Sponsor.

**National Night Out – Main Sponsor (\$400):**  
TDS Telecommunications name on social media posts, event pages, website event pages, printed posters (As the Main Sponsor, TDS will be printed on the 2025 Village of Kronenwetter Event card (printed), printed newsletters, emailed newsletters, press releases and post event video.  
Booth/Tent Space at the event  
Physical signs at the event identifying TDS as the Main Sponsor.

SPONSORSHIP FEE

TDS will pay the following sponsorship fee(s): **\$600 for Bike & Walk for Health of It and \$400 for National Night Out Main Sponsorships for a total of \$1,000.**

TDS will provide the following in-kind (non-monetary) donations: **Not applicable**

Total Value Provided by TDS (total sponsorship fees + total value of in-kind donations): **\$ \$1000**

OTHER OBLIGATIONS

TDS agrees to:

**Not applicable**

Organizer agrees to: use sponsorship \$ to purchase bikes for the kids

Submit proofs of all materials that contain TDS Marks to [malibu.springer@tdstelecom.com](mailto:malibu.springer@tdstelecom.com) for review and approval before production.

Section 5, Item N.

Certificate Of Completion

Envelope Id: CBFBD685-6F3D-4F86-BE58-728C26CBDE77			Status: Sent
Subject: Complete with DocuSign: Kronenwetter Event Sponsorship Agreement Walk and Bike for the Health o...			
SFA Opportunity ID:			
Source Envelope:			
Document Pages: 4	Signatures: 0	Envelope Originator:	
Certificate Pages: 2	Initials: 0	Malibu Springer	
AutoNav: Enabled		30 N Lasalle St Ste 4000	
Envelopeld Stamping: Enabled		Chicago, IL 60602	
Time Zone: (UTC-06:00) Central Time (US & Canada)		Malibu.Springer@tdstelecom.com	
		IP Address: 163.116.249.76	

Record Tracking

Status: Original	Holder: Malibu Springer	Location: DocuSign
1/29/2025 10:16:14 AM	Malibu.Springer@tdstelecom.com	

Signer Events	Signature	Timestamp
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Jennifer Poyer		Sent: 1/29/2025 10:20:36 AM
jpoyer@kronenwetter.org		Viewed: 1/29/2025 10:34:27 AM
Security Level: Email, Account Authentication (None)		
Electronic Record and Signature Disclosure: Not Offered via DocuSign		

Malibu Springer  
malibu.springer@tdstelecom.com  
Security Level: Email, Account Authentication (None)  
Electronic Record and Signature Disclosure:  
Not Offered via DocuSign

In Person Signer Events	Signature	Timestamp
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Editor Delivery Events	Status	Timestamp
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Agent Delivery Events	Status	Timestamp
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Intermediary Delivery Events	Status	Timestamp
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Certified Delivery Events	Status	Timestamp
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Carbon Copy Events	Status	Timestamp
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Kimberly Snow  
kimberly.snow@tdstelecom.com  
Security Level: Email, Account Authentication (None)  
Electronic Record and Signature Disclosure:  
Not Offered via DocuSign

Dawn Nowakowski  
Dawn.nowakowski@tdstelecom.com  
Security Level: Email, Account Authentication (None)  
Electronic Record and Signature Disclosure:  
Not Offered via DocuSign

Witness Events	Signature	Timestamp
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Notary Events	Signature	Timestamp	Section 5, ItemN.
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Envelope Summary Events	Status	Timestamps
Envelope Sent	Hashed/Encrypted	1/29/2025 10:20:36 AM
Payment Events	Status	Timestamps



## Report to Village Board

**Agenda Item:** "von Briesen Report"

**Meeting Date:** March 24, 2025

**Referring Body:** Village Board Items for Next Agenda

**Committee Contact:**

**Staff Contact:**

**Report Prepared by:** Ken Charneski

**AGENDA ITEM:** "von Briesen Report"

**OBJECTIVE(S):** To determine how \$65,000 of taxpayer money got spent on a project after the Village Board voted to not engage in it.

**HISTORY/BACKGROUND:** On January 31st 2024 the Village Board held a special meeting with a single agenda item which was "**Discussion & Action: Selection of independent Counsel in Reference to Employee Complaint.**"

The approved Minutes of that meeting state the following:

*Motion by Dumais/Coyle **not to select independent counsel and direct Administrator Ludi to work with personnel on a bonafide complaint, if any, and apply the employee handbook if appropriate.** Motion carried by roll call vote 7:0.*

The process that the Board directed ("apply the employee handbook") refers the matter of complaints to Village Policy HR-002, Problem Resolution, which directs the Village Administrator to try to resolve the problem after consulting with all parties involved (Step 2), and to document these discussions.

**HR-002** (attached) then refers any **unresolved** issues to the process directed in **HR-009** (attached).

In Part III Step 2 of **HR-009**, it defines the elements required for a bona fide written complaint, and provides for a meeting with the grievant, and a written response from the administrator; all to be concluded within 15 days of receiving the written complaint. Step 3 provides for an appeal by the grievant upon written request within 10 days, for a hearing before a **Hearing Officer**.

Upon such request for appeal, the administrator shall turn over the grievance and **all grievance responses**, along with a copy of HR-009, to the **Hearing Officer**.

The Hearing Officer is directed to conduct an open hearing **within 20 days**, recorded by a court reporter, and include witness **testimony taken under oath** all very much like a regular court of law. This seems like a fair and reasonable way to get to the facts of the issue.

Part VI of HR-009 provides for a selection of 3 qualified candidates for the position of **Hearing Officer**, with the grievant and respondent allowed to each strike one candidate, leaving the remaining person to be the designated Hearing Officer. Again, this seems fair.

HR-009 requires a straightforward, public hearing and an honest third party review based on verified facts, and conducted as the policy dictates. This is a **fair and cost- efficient** **procedure** to settle complaint matters. It is a process that the Board approved, and it is what the administrator was directed to follow.

Section 5, Item O.

The January 31 Village Board motion was specifically "**NOT to select independent counsel**" for any kind of investigation, and to "apply the employee handbook if appropriate".

Yet, it appears that Mr. Ludi (Village Administrator at the time) did the **exact opposite of what the Board Directed** when he went ahead and signed a contract with von Briesen & Roper law firm, allegedly to conduct some kind of "investigation".

We do not know what they were hired to do, because the contract (attached) is extremely vague stating that they will *"consult with and assist the Village of Kronenwetter with personnel issues and concerns"*.

Any public information inquiries regarding who the "client" of this contract is, have been refused based on "attorney-client privilege", even though the confidentiality was lost before the contract was even made, and certainly lost now, since Chris Voll had the "report" posted on the Village website. For the purpose of this agenda item, we have to assume that the Village Board is the Client.

### Unauthorized Contract and Expenditure

Village Policy FIN-004 Purchasing Policy (attached) directs that:  
*"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**". So then:*

- Where are the RFP's as required?
- Where is the committee recommendation for this contract?
- Where is the Board approval of this contract?
- Where is anything that would reflect an honest, responsible, open government process?

In other words, it appears that someone within the Village defied Village Board instructions when they arranged for \$65,000 of taxpayer funds to be spent solely for political purposes and for the benefit of the former village clerk. and it seems to have been all done without knowledge or approval of any committee or Village Board.

### Some quick facts about the background of the "report":

- In spite of the purchasing safeguards described above, and in spite of the Village Board instruction to NOT hire an outside attorney, Village attorney Lee Turonie has invoiced for reviewing and preparing the contract with von Briesen. Although, Mr. Turonie told the Village Board on February 10, 2025 that "he had nothing to do with it".
- Mr. Turonie appears to have had a clear financial conflict of interest in facilitating this contract between the Village and von Briesen. He also knew that the Village Board voted against hiring an outside law firm to investigate a "complaint".
- Mr. Turonie's lawyer attempted to submit this "von Briesen Report" as evidence at a Marathon County Court hearing on March 19, 2025, and the judge in that case immediately recognized it as "hearsay of other hearsay" or something very close to that, indicating its dubious value.
- The judge also questioned the authenticity of the document, observing that it does not state its authority, nor is it signed by the investigator.

- All such investigative reports start with a statement about who authorized the investigation, and what exactly they were investigating. (example attached). The report has no such header.
- The contract was made between Administrator Leonard Ludi and von Briesen attorney Robert Simandl. The investigator was Anne Barry-Hanneman.
- Charneski informed Ms. Hanneman that this investigation was unauthorized (see attachment), but she proceeded with it anyway.
- Both Simandle and Hanneman are no longer with von Briesen & Roper.
- There is currently no record of any complaint being filed against Trustee Charneski for anything at any time.
- The alleged "complaint, if any, that von Briesen supposedly was to investigate has never been revealed to anyone.
- Hanneman cites no law, rule, or even cultural norm that Charneski might have violated.
- If there was a real complaint of any legitimacy, it would not be concealed from the accused, and it would not take this kind of expense and effort to try to find some wrongdoing in order to justify it.
- The report's conclusions, and even the descriptions of circumstances appear to be highly subjective and **based on partial truth at best**. (see [www.kencharneski.com](http://www.kencharneski.com))
- Hanneman repeatedly use the word "harassment" in her report, but she did so while ignoring the definition of the word from page 8 of the Village Employee Handbook:  
*"Harassment includes unwelcome conduct (verbal or physical), actions, words, jokes, or comments **based on an individual's protected status such as gender, sexual orientation, color, race, ethnicity, age, religion, disability, marital status, or any other legally protected characteristic**. We will not tolerate harassing conduct that affects job benefits, interferes unreasonably with an employee's work performance, or creates an intimidating, hostile, or offensive work environment."*
- The definition above **is the only basis** for which an outside investigator can be hired.
- Even then, the purchasing process of FIN-004 must be carried out, **but was not**, which seems to qualify as a \$65,000 misappropriation of public funds.
- Nothing like the above definition appears in Hanneman's highly critical summary, yet her whole summary is based on alleged "harassment" based merely on subjective opinion unrelated to the definition.
- The report is based solely on perceptions, opinions, and unverified statements from anonymous people.

An article from **Psychology Today** describes "**What is Canceling?**"

<https://www.psychologytoday.com/us/blog/the-science-behind-behavior/202007/what-is-cancel-culture>

It describes **perceived** violations based on strong negative emotions resulting in **efforts to harm or shame the perceived violator**.

The approach that Hanneman uses in her report seems to fit that description perfectly, and with her own emotional or personal biases obscuring any pretense to objectivity.

The lack of value of the report is a side issue at this point. The problem that I see here that needs to be addressed is the clandestine nature of how this contract was approved,



signed, and paid for with a very minimal paper trail, and the documents that do exist being locked up under the guise of "attorney-client privilege".

Section 5, Item O.

The only justification for the secrecy around this expenditure appears to be for the protection of the perpetrators involved with this unauthorized \$65,000 expenditure, and those who stood to gain from it.

**PROPOSAL:** The numerous anomalies of this contract needs to be investigated. The logical place to start is with the documents (currently labeled "attorney-client privilege") associated with the initiation and execution of the von Briesen contract and investigation. It is too much money to just let slip away on secretive village politics.

**RECOMMENDED ACTION:** That the Village Board as the "client" move to review all emails and other relevant documents currently identified as "confidential" or "attorney client privilege" that are associated with the creation, payment or investigation or other fulfillment of the recent contract with von Briesen & Roper.

### **FINANCIAL**

**Financial Consideration/Action:** No cost, other than time to gather the documents.

**FUNDING SOURCE: N/A**

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

**ATTACHMENTS:** Policies Hr-002, HR-009, FIN-004, contract, email to Hanneman, example of an authorized report header.

TAGLaw International Lawyers

Robert J. Simandl  
Direct Telephone  
262-292-8651  
rsimandl@vonbriesen.com

January 29, 2024

**VIA E-MAIL**Mr. Leonard Ludi  
Village of Kronenwetter  
1582 Kronenwetter Drive  
Kronenwetter, Wisconsin 54455

Re: Engagement of von Briesen &amp; Roper, s.c. for Legal Services

Dear Mr. Ludi:

Thank you for asking von Briesen & Roper, s.c. to represent the Village of Kronenwetter. We look forward to working with you. We thought it best to set out in writing the terms and conditions upon which we will provide legal services. The purpose of this letter is to articulate and confirm these terms and conditions.

**SCOPE OF SERVICES**

You asked us to consult with and assist the Village of Kronenwetter ("Kronenwetter") with personnel evaluation issues and concerns.

**RESPONSIBILITIES**

In reliance upon information and guidance provided by you, we will provide legal counsel and assistance in accordance with this letter, keep you reasonably informed of progress and developments, and respond to your inquiries.

**POTENTIAL CONFLICTS OF INTEREST**

We are a relatively large law firm and we represent many companies and individuals. It is possible that some of our present and future clients will have business relationships and potential or actual disputes with Kronenwetter and its affiliates. We will not knowingly represent clients in matters that are actually adverse to the interests of Kronenwetter without your permission and your informed consent. We would ask that you consent, on a case by case basis, to our representation of other clients whose interests are, or maybe adverse to, the interests of Kronenwetter in circumstances where Kronenwetter has selected other counsel and where we have requested a written conflict waiver from you after we have advised you of the circumstances of the potential or actual conflict and you have given us your informed consent.

## **FEES FOR LEGAL SERVICES**

Our fees for legal services rendered to Kronenwetter will be primarily based on the amount of time required and the hourly rates of the attorneys and paralegals who render the services. These rates are periodically adjusted to reflect increased efficiency, skills and cost increases. The adjusted rates will apply to all services performed thereafter.

Our current billing rates for the attorneys and paralegals we anticipate will be working on behalf of Kronenwetter range from \$ 250 to \$ 400. Rates for specialty work areas, *i.e.*, employee benefits, patent/trademark, will be billed at our standard rates for such work. As we proceed, we will use personnel with lower billing rates to the extent practical to work on your matters. These rates will not be adjusted prior to January 1, 2025.

## **LIMITED LIABILITY**

von Briesen & Roper, s.c., is a limited liability entity under Wisconsin law. This means that if we fail to perform our duties in our representation of Kronenwetter, and that failure causes Kronenwetter damages, our firm and the shareholder(s) directly involved in the representation may be responsible to Kronenwetter for those damages, but the firm's other shareholders will not be personally responsible. Our professional liability insurance exceeds the minimum amounts required by the Wisconsin Supreme Court for limited liability entities of our size.

## **COMMUNICATION BY E-MAIL**

Our firm primarily communicates with its clients via unencrypted internet e-mail, and this will be the way in which we communicate with you. While unencrypted e-mail is convenient and fast, there is risk of interception, not only within our internal networks and the systems used by internet service providers, but elsewhere on the internet and in the systems of our clients and their internet service providers.

## **FILE RETENTION AND DESTRUCTION**

In accordance with our records retention policy, most paper and electronic records that we maintain are subject to a 10-year retention period from the last matter activity date or whatever date we deem appropriate. Extended retention periods may apply to certain types of matters or pursuant to your specific directives.

After the expiration of the applicable retention period, we will destroy your records without further notice to you, unless you notify us otherwise. At the conclusion of your matter, you may opt to retrieve your records from our firm. We are happy to accommodate you in this regard.

## **GENERAL PROVISIONS**

Enclosed is a statement entitled "General Provisions" setting forth additional terms and conditions which are incorporated into this letter and apply to our representation to the extent they are not inconsistent with the terms of this letter.

We are pleased to have this opportunity to be of service to the Village of Kronenwetter. If at any time during the course of our representation you have any questions or comments about our costs, services, or any aspect of how we provide services, please don't hesitate to call me.

The Village of Kronenwetter agrees to retain the services of von Briesen & Roper, s.c. under the terms and conditions specified above.

Date: 2-13, 2024

By:   
Leonard Ludi for the Village of Kronenwetter

Very truly yours,

von BRIESEN & ROPER, s.c.



Robert J. Simandl

RJS:tr

Enclosure

**von Briesen & Roper, s.c.****GENERAL PROVISIONS**

Except as modified by the accompanying engagement letter, the following provisions will apply to the relationship between von Briesen & Roper, s.c., and our clients:

- (1) The time for which a client will be charged will include, but will not be limited to, telephone and office conferences with a client and counsel, witnesses, consultants, court personnel, and others; conferences among our personnel; factual investigation; legal research; responding to clients' requests to provide information to auditors in connection with reviews or audits of financial statements; drafting of letters, pleadings, briefs, and other documents; travel time; waiting time in court or elsewhere; and time in depositions and other discovery proceedings.
- (2) Clients are responsible for payment to reimburse us for costs incurred in performing services such as large volume photocopying, messenger and delivery, air freight, videotape recording, travel (including mileage, parking, airfare, lodging, meals, and ground transportation), court costs, and filing fees. To the extent we directly provide any of these services, we will charge for our direct costs and overhead allocable to the services. Unless special arrangements are made, fees and expenses of others (such as experts, investigators, witnesses, consultants, and court reporters) and other large disbursements will not be paid by our firm and will be the responsibility of, and billed directly to, the client.
- (3) We may, on occasion, furnish estimates of fees or charges we anticipate will be incurred on a client's behalf. These estimates are by their nature inexact. We are not bound by any estimates except as expressly set forth in the engagement letter or otherwise agreed to by us in writing.
- (4) Fees, disbursements, and other charges will be billed monthly and are payable upon presentation. We expect prompt payment.
- (5) A client shall have the right at any time to terminate our services and representation upon written notice to the firm. Such termination shall not, however, relieve the client of the obligation to pay for all services rendered and disbursements and other charges made or incurred on behalf of the client prior to the date of termination.
- (6) We reserve the right to withdraw from our representation with the client's consent or for good cause. Good cause may include the client's failure to honor the terms of the engagement letter, the client's failure to pay amounts billed in a timely manner, the client's failure to cooperate or follow our advice on a material matter, or any fact or circumstance that would, in our view, impair an effective attorney-client relationship or would render our continuing representation unlawful or unethical. If we elect to do so, the client will take all steps necessary to free us of any obligation to perform further, including the execution of any documents (including forms for substitution of counsel) necessary to complete our withdrawal, and we will be entitled to be paid for all services rendered and disbursements and other charges made or incurred on behalf of the client prior to the date of withdrawal.

Ms Hanneman,

I am following up on my previous email, as I have not heard back from you about it.

Also, FYI, former trustee Tim Shaw notified Mr. Ludi several times that he was willing to speak with you about his first-hand knowledge that complaint-oriented statements made by the village clerk and office staff were provable lies and fabrications. Mr. Ludi assured Shaw that he would be interviewed, so I assume that Shaw was on your list of people to talk to.

Mr. Shaw says that he has never been contacted about this.

Thank you,  
Ken Charneski

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**From:** Ken Charneski <kcharneski@kronenwetter.org>  
**Sent:** Monday, June 24, 2024 11:31 AM  
**To:** ann.hanneman@vonbriesen.com <ann.hanneman@vonbriesen.com>  
**Subject:** re: Confidential: Village of Kronenwetter

Ms Hanneman,

I would not mind participating in your interview, once I have an idea of the nature of your questions, and whether or not I have any information that might help resolve anything.

Your email refers to a phrase "conduct a confidential review of a matter", which seems disingenuous, as your invoices refer to a "**complainant**", which naturally means that you are investigating a **complaint**. I have never been notified of any complaint against me, if this is indeed what you plan on discussing. I suspect it is, as at the Village Board meeting just before the election, a trustee loudly declared at public input "you have a harassment complaint filed against you". This trustee is an ideological opponent of mine, who is the husband of a co-worker and close friend of the Village Clerk; so if they knew about it and were throwing it around for political purposes, then "everyone" does, and I wonder why I am the last to know about this when HR-009 (attached) says I should have been the *first* to know.

At the May 13 Village Board meeting, the Village Clerk, three office employees, Poyer, Coyle, and Fisher, along with the wife of Trustee Vedvic, staged about a 20 minute, organized public smear campaign against me that I believe qualifies as provable defamation. No doubt they were repeating the lies and unfounded statements that they likely provided to you as well. If you find this relevant to your project, the audio is here

[https://soundcloud.com/kronenwetter/2024-0513a?si=e38d2867c1b64b77bc2c348c8c47ab6e&utm\\_source=clipboard&utm\\_medium=text&utm\\_campaign=social\\_sharing](https://soundcloud.com/kronenwetter/2024-0513a?si=e38d2867c1b64b77bc2c348c8c47ab6e&utm_source=clipboard&utm_medium=text&utm_campaign=social_sharing)

The joint diatribe consists of the first 15 minutes, and about minutes 22-27.

So, I am not sure where any confidentiality at all has been maintained in this investigation of all this, except to protect the identity of the complainant who instigated these unapproved expenditures to begin with.

In any event, I think it will be a large bag of worms for us to discuss, that will probably take a long while, and likely documentation as well.

However, before we discuss anything, below is an email in which are some issues I raised with Leonard Ludi on April 30, 2024. The attachments provided here are the same as I sent to him. Along with those, I have also provided for you the Village's Purchasing Policy here

FYI, [https://cms6.revize.com/revize/kronenwettervillage/Policies/Finance/FIN-004\\_Purchasing%20Policy\\_Approved\\_Signed\\_2.26.24%20VB.pdf](https://cms6.revize.com/revize/kronenwettervillage/Policies/Finance/FIN-004_Purchasing%20Policy_Approved_Signed_2.26.24%20VB.pdf)

If my complaint to Mr. Ludi and the Board involved \$5,000 at the time, the current total of about \$33,000 paid to date is obviously even more unacceptable.

If the Village Administrator, Clerk, or President of Kronenwetter have not already informed you of the contention surrounding the alleged illegality of this contract with your firm, and the apparent mis-use of funds, let this e

Mr. Ludi resigned in May, promising to affect hand-off instructions and an exit interview, but he has ~~done neither~~ and he has to my knowledge been completely unresponsive to all inquiries from Village officials.

If you are already aware of these issues, then can you explain to me how they have been resolved without Village Board knowledge or approval, and how I can participate in the interview without becoming a party to the misconduct, etc that appears to have been taking place regarding this unauthorized contract or expenditure?

Even if this contract/investigation was legitimate, Village policy GEN-001 does not allow trustees or employees to speak with, or otherwise incur costs with Village contracted attorneys, without **specific written permission** from the Village Administrator or Village President. I have been given no such permission. The Village Clerk should have provided that policy to you at the onset of Mr Ludi's and the complainant's discussion with you. [https://cms6.revize.com/revize/kronenwettervillage/GEN-001\\_Consultant%20Access\\_2021%2012%2021.pdf](https://cms6.revize.com/revize/kronenwettervillage/GEN-001_Consultant%20Access_2021%2012%2021.pdf)

Therefore, I am writing to you on my own behalf as a courtesy to your inquiries, and not as a representative of the Village, or incurring cost on the Village's behalf.

I look forward to resolving whatever issues you wish to discuss, when I am confident that doing so will not incur further unauthorized expense to the Village.

Thanks for your time,  
Ken Charneski





**TO:** Marathon County Public Library Board of Trustees

**FROM:** Joseph M. Russell, Shareholder, Litigation & Risk Management Practice Group  
Hannah L. Chin, Associate, Government Law Practice Group

**RE:** Report Regarding Recent Library Book Challenges and Related Library-Funding Discussions

**DATE:** January 23, 2023

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On December 20, 2022, the law firm of von Briesen & Roper, s.c. (“von Briesen”) was engaged by the Board of Trustees for the Marathon County Public Library (“MCPL”) to complete a report (the “Report”) regarding a recent wave of challenges to books contained within MCPL’s collection and related MCPL-funding discussions held by Marathon County Supervisors. The purpose of this Report is to assess the liability risks—arising under the First Amendment—now faced by MCPL and Marathon County if challenged books are removed—on the basis of their content and viewpoint—or if the Marathon County Board reduces MCPL funding because the challenged books are not removed.

#### EXECUTIVE SUMMARY

Removing books—based solely upon content and viewpoint—violates the First Amendment. Similarly, deciding to reduce MCPL funding—based upon MCPL’s refusal to remove books challenged on the basis of content and viewpoint—violates the First Amendment. The First Amendment protects the right of both adults and children to receive information.

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September 12, 2024

TO: Kenneth M. Charneski, Trustee  
kcharneski@kronenwetter.org

RE: Response to public records requests sent via email to President Voll August 15, 2024 at 9:27 a.m. and August 16, 2024 at 7:17 a.m.

Dear Mr. Charneski:

I received via email your public records requests identified above. The response to your various requests is as follows:

Itemized requests:

1. “the emails between Leonard and von Briesen regarding the scope of work, and who their client is.”

You have asked for and received these repeatedly. They are once again enclosed.

2. “The complete transcripts or recordings of the interviews”

There are no records that are responsive to your request.

3. “all of the documentation that Bobbi sent them”

Such records are prohibited from release for the reasons identified below.

4. “the list of people that she suggested they contact”

There are no records that are responsive to your request.

5. “how Ms Hanneman decided who to interview and who not to”

There are no records that are responsive to your request. Such determinations are privileged and protected work product prohibited from release for the reasons identified below.

6. “a copy of the complaint itself, that von Briesen says they were investigating.”

Such records are prohibited from release for the reasons identified below.

Reasons:

Wisconsin’s Public Records Law requires that a government entity provide the public access to its records. The Public Records Law and other statutory, common law and public policy principles may prohibit the Village from disclosing or fully disclosing certain records or certain information within those records. After analyzing your request and the Public Records Law, I have determined that I am legally prohibited from releasing certain records you requested identified above for the following reasons.

The Village authorized an investigation conducted under privilege and as work-product by attorneys for the Village. The Village has not waived privilege. Any report prepared or information gathered or created by an attorney retained by the Village constitutes an attorney-client privileged communication or attorney work product.

Under Wisconsin’s Public Records Law, Wisconsin has long recognized a client’s right to protect confidential communications with its legal counsel and attorney work product. *Seifert v. Sch. Dist. of Sheboygan Falls*, 2007 WI App 207 ¶27 (“We conclude that the recognized statutory and common-law exception for attorney work product and the balancing test under Wis. Stat. § 19.35(1)(a) solidly support our affirmance of the circuit court’s order”); *see also Wisconsin Newspress v. Sheboygan Falls Sch. Dist.*, 199 Wis. 2d 768, 782–83, 546 N.W.2d 143 (1996); *Armada Broadcasting, Inc. v. Stirn*, 177 Wis. 2d 272, 279 n.3, 501 N.W.2d 889 (Ct. App. 1993); *George v. Record Custodian*, 169 Wis. 2d 573, 582, 485 N.W.2d 460 (Ct. App. 1992); *GPS v. Town of St. Germain*, 2003 WI App 162, 266 Wis. 2d 694, 667 N.W.2d 377.

Overall, principles of common law and statutory privilege and attorney work product support the prohibition of the release of such records. Wis. Stat. §§ 804.02(1)(c)1 & 905.03; *Seifert v. Sch. Dist. of Sheboygan Falls*, 2007 WI App 207, 305 Wis. 2d 582, 740 N.W.2d 177. *See George v. Record Custodian*, 169 Wis. 2d 573, 582, 485 N.W.2d 460 (Ct. App. 1992) & *Wis. Newspress, Inc. v. Sch. Dist. of Sheboygan Falls*, 199 Wis. 2d 768, 782–83, 546 N.W.2d 143 (1996). Wisconsin statutes provide that the “client has a privilege to refuse to disclose and to prevent any other person from disclosing confidential communications made for the purpose of facilitating the rendition of professional legal services to the client.” WIS. STATS. § 905.03; *see also Upjohn v. United States*, 449 U.S. 383, 394–95 (1981). According to the State Supreme Court:

One of the fundamental policies of our law, and one which dominates in the absence of a special policy arising in particular types of situations, is that the judicial system and rules of procedure should provide litigants with full access to all reasonable means of determining the truth. Secrecy of communication between one person and his attorney is one of the exceptions. It is based upon recognition of the value of legal advice and assistance based upon full information of the facts and the corollary that full disclosure to counsel will often be unlikely if there is fear that others will be able to compel a breach of the confidence.

*Jacobi v. Podevels*, 23 Wis. 2d 152, 156, 127 N.W.2d 73 (1964). Here, the client has not authorized release.

In addition to the statutory and common law prohibitions preserving the confidentiality of attorney-client privileged communications and work product, Wisconsin's Public Records Law respects the Village's ability to engage in risk management and to defend itself and to protect its strategic interests. Specifically, Wisconsin Statute § 19.35(1)(am)1 allows the Village to withhold access to information collected or maintained in connection with a complaint and investigation that may lead to a court proceeding or administrative proceeding. The public policy interests of this statute favoring protection of the strategic interests of the government entity also favor nondisclosure.

In addition to statutory and common law prohibitions, Wisconsin courts require government entities to conduct a balancing analysis to determine whether permitting inspection would result in harm to the public interest which outweighs the legislative policy recognizing the strong public interest in allowing inspection. Even though these records are prohibited from release for other reasons, I have conducted this balancing analysis and concluded likewise that the public's interest in nondisclosure overwhelmingly outweighs the public's strong interest in release for the following reasons.

First, the public has a strong interest in public sector employers maintaining their ability to aggressively manage risk and defend their interests in any that may lead to litigation or even a threat of litigation, as threats can themselves cause expenditure of massive costs and creation of discord undermining the entity. Wisconsin's Public Records Law respects the public's interest in preserving the Village's ability to defend itself and to protect its strategic interests, which is demonstrated by Wis. Stat. § 19.35(1)(am)1, Wis. Stat. § 103.13(6)(g), closed session provisions of Wisconsin's Open Meetings Law, and various other Wisconsin Statutes. Specifically, Wis. Stat. § 19.35(1)(am)1 provides that the right to inspect or copy information in a record under Wisconsin's Public Records Law does not apply to "[a]ny record containing personally identifiable information that is collected or maintained in connection with a complaint, investigation or other circumstances that may lead to an enforcement action, administrative proceeding, arbitration, or court proceeding." This statutory provision recognizes the public's strong interest in ensuring that any such matters be allowed to be addressed by the governmental entity in a strategic manner. In other words, the public's strong interest in favor of safeguarding thorough and effective risk management strategies favors nondisclosure.

Second, the public has very strong interests in the Village protecting the interests of the taxpayers through sound use of legal counsel and strategic risk management and litigation defense so as to promote the careful, judicious, and protective use of Village resources. Protecting this public interest necessitates that the Village not provide access to information that would undermine the Village's ability to engage in use of legal counsel, in conducting confidential investigations by its attorneys, or from developing and modifying methodical legal strategies. The release of information may improperly prejudice the Village's ability to protect and defend itself, to act in the affirmative to further its interests, or to adequately manage risk.

Third, the public has a strong interest in protecting Village employees from retaliation, retribution, or needless ridicule that has the effect of undermining the morale of the workforce, undermining productivity, undermining our ability to attract and retain high quality employees, and exposing the Village to additional liability risk. To be blunt, you hold a position of authority as an individual elected Village Board Member. To avoid retaliation and retribution against Village employees from you or from others, which is a documented subject matter of concern, and to avoid further loss of employee morale by further conduct by you or others, the public has a strong interest in nondisclosure of these records. Wisconsin courts have long taken positions to protect our employees from retaliation, to protect obtaining candid and frank information, to protect our ability to recruit and retain high quality employees and to protect our ability to maintain morale. *Hempel v. City of Baraboo*, 2005 WI 120, 284 Wis. 2d 162, 699 N.W.2d 551. The public also has a strong interest in encouraging full, candid, and complete cooperation by Village employees and officeholders with attorneys for the Village when the Village is engaging in efforts to protect its interests. Nondisclosure is also necessary to protect the Village's ability to attract quality candidates in such a difficult hiring market and when the Village has experienced turnover. The Village also needs to make sincere assessments and difficult decisions when addressing matters requiring the attention of the Village's attorneys, and candid and frank communications by our employees and officials to the attorneys are necessary in order to conduct the appropriate analysis to make those difficult strategic decisions. To the extent release would undermine the ability to obtain or would have a chilling effect on obtaining information to make those decisions, and to avoid any chilling effects on potential future witnesses and complainants, the public's interest favors nondisclosure.

I am prohibited from releasing the requested records. You may challenge my decision by contacting the local District Attorney or Wisconsin Department of Justice or you may file an action for mandamus under Wis. Stat. § 19.37(1).

Sincerely,

A handwritten signature in black ink, appearing to read "Chris Voll", is written over a horizontal line.

Chris Voll, President & Acting Interim Administrator

Enclosure(s)



March 23, 2025

**Via email**

Chris Voll, Village President  
Village of Kronenwetter  
1582 Kronenwetter Drive  
Kronenwetter, Wisconsin 54455  
cvoll@kronenwetter.org

**RE:** Board Report for 3/24/25  
“von Briesen Report”

Dear President Voll:

We discussed providing this submittal to the Village Board in order to note the following:

1. The Village Board has previously discussed on several occasions that human resource policies for Village employees are not applicable to elected officials of the Village, such as Trustees.
2. Instead, the method to address performance issues with elected officials is for the Village to adopt and maintain a Code of Conduct type of ordinance.
3. Trustee Ken Charneski has not personally been the client of any law firm hired by the Village.
4. The release of the August 8, 2024 Investigation Summary or “von Briesen Report” (“Report”) did not act to extinguish all of the Village’s attorney-client privilege regarding its representation related to that Report.
5. Trustee Ken Charneski’s public records request for information related to the Report has been previously addressed.
6. The Village actually had Administrators during all relevant times of the creation of the Report. There was only a one-week gap between the terms of Leonard Ludi and Peter Kampfer, during which time I was never contacted about the Report.
7. The Village Board received status from its Administrators and acted on several occasions to amend the Village budget in support of completing the Report.
8. Trustee Ken Charneski’s statement that I “had a clear financial conflict of interest in facilitating this contract” is false. Unfortunately, the use of Village processes to make public false statements diminishes the reputation of the Village.

9. I will not comment on Trustee Ken Charneski's ongoing personal litigation in Marathon County Case no. 24-CV-33, *Kenneth M. Charneski vs. Village of Kronenwetter et al.*
10. The Report speaks for itself.
11. The Village's employee handbook (available on its website) in section 2.2 entitled "Harassment in the Workplace" speaks for itself.
12. It is unknown whether there will be any further litigation related to these matters or not.

Because of Trustee Ken Charneski's ongoing personal litigation in Marathon County Case no. 24-CV-33, *Kenneth M. Charneski vs. Village of Kronenwetter et al.*, as well as the possibility of future litigation, it is recommended that the Village Board be appropriately mindful in its public discussions on these topics. Thank you.

Sincerely,  
**DEMPSEY LAW FIRM, LLP**



Lee D. Turonie  
Village Attorney





# VILLAGE BOARD MEETING BUDGET HEARING MINUTES

November 25, 2024 at 6:00 PM

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

## 1. CALL BUDGET HEARING MEETING TO ORDER

- A. Pledge of Allegiance
- B. Roll Call  
PRESENT  
Trustee Alex Vedvik  
Trustee Chris Eiden  
Trustee Kelly Coyle  
Trustee Aaron Myszka  
Trustee Ken Charneski  
Village President Chris Voll

## 2. BUDGET HEARING

- C. 2025 Budget Presentation; Budget Overview  
Brian and Ariana from Ehlers are on the phone to present and answer questions on the budget. Brian presents the budget and the overview of the purpose of a municipal budget. Brian Discussed how the Levy process works and that the mill rate for Kronenwetter this year is \$3.86 per \$1,000 tax rate. With the increase for Village portion of the tax bill set to be \$35.09 or approximately 4.77%. Brian then discusses fund balances and where the Village stands. The Village has a policy that requires the Village to have a 15% undesignated fund balance set aside for unexpected costs/emergencies. Brian Discusses that many municipalities are going to keeping a higher undesignated fund balance, as it increases Village credit worthiness and that Lisa, and Brian were discussing this while putting together the budget to consider for future years.
- D. Public Comment and/or Questions  
Bernie Kramer stated that expenditures increased by 18%, he is asking how long we can sustain the increases? Brian Responded, turning it back onto village departments weather it is sustainable or not. He did state that after Act 12 Passed there is now more state funds available to help municipalities via shared tax revenues which can go up from year to year. He did state that many municipalities are struggling and having to go to turn to 100% debt funding for large capital projects.  
Bernie Kramer asked how do we pay for the debt service fund? Brian responded with stating that levy helps with funds for these payments.  
Bernie states that he is concerned that there are no alarms are going off on the expenditure increase. Ken Charneski asked if we have \$20,000 a year additional for the Village's portion of the debt to pay? he also asked how we can get by on \$110,000 levied? Brian Discusses the Debt service payments and how they are distributed across the funds and TIDS. Alex Vedvik speaks on how the Village should have double levied to balance out these payments. Brian states that Ehlers was not involved in the decisions the Village made. Charneski asked if we were to have an emergency where we needed \$250,000 would it be readily available? Brian stated no, not in cash in that situation the Village would most likely have to borrow to cover the costs. Charneski states that the budget presentation is deceptive as it shows

that the Village has over one million, but those funds are already tied up. Brian recommended that the Village discuss this fund balance with the auditors. Charneski asks in regard to the general property taxes, and what was levied. He is asking where the extra \$200,000 came from? Brian states that the total levy need was the 2.2 million to meet levy needs. It's not all new construction revenue that contributes to the levy need.

Aaron Myszka state that we should levy for the \$200,000 and that the village should start being active instead of reactive when it comes to budget. He also stated that the Board should consider Alex's amendment proposal for the budget changes.

Guy Fredel asked about TID 1 in regard to balances he believes that should be portrayed as negative funds. Brian states that the expenditures outweigh the revenues and that TID 1 does indeed owe that back to the Village. Guy also asks about project costs from the 2023 audit.

Dave Baker asks about the projection of the unassigned balance for next year (2025). Dave also asked if the Village was levy limited last year. Brian states that we were not levy limited last year (2023). that an additional could have been \$553,628. The additional capacity this year could have been \$1.4 million.

### **3. CLOSE PUBLIC HEARING**

### **4. CALL MEETING TO ORDER**

#### **E. Roll Call**

PRESENT

Trustee Alex Vedvik

Trustee Chris Eiden

Trustee Kelly Coyle

Trustee Aaron Myszka

Trustee Ken Charneski

Village President Chris Voll

### **5. ANNOUNCEMENT OF CLOSED SESSION**

### **6. 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.

Patty Falkowski 2153 Peach Rd. Patty discusses how she is not happy about the openings at the Village and how the Board needs to be doing more to fill these positions. If they are to rely on the employees left to do the task of the vacant positions, she believes they should be compensated for that. She also stated that she is very upset how appointing a new trustee went, how there were no questions asked after each candidate. After each one talked there was a quick motion with no discussion. She stated that the Village elected a woman, and a woman should have gone back into that spot.

Bernie Kramer 2150 E State HWY 153. He is discussing the budget and general operations. He discussed overages with the first responder and fire departments. He doesn't believe that the village is undermanned for first responders. He also states that most of the township is wood and brush. He stated that there are not roads to reach all of the village, and that the area serviced is less that what people think.

Guy Fredel 2240 Ruby Dr. Discussed the map from the DNR in reference to flood plain. He is asking the Village to revisit an application that he believes was marked wrong. He also discusses the 2023 audited financial statements in reference to TID 1. He is against the "sand pits" and asked the village they do not approve.

### **7. SPECIAL ORDERS**

#### **F. Appointment and Oath for Appointed Trustee Craig Mortensen**

Craig Mortensen takes the oath to become Village Board Trustee.

### **8. REPORTS FROM STAFF AND VENDORS**



G. Community Development Director Report

Pete Wegner-Community Development Director states he would take any questions.

Ken Charneski asks Pete about a culvert encroachment email he received and asked Pete to check it out. Pete explains that the culvert permit was reviewed and approved by the DNR.

**9. NEW BUSINESS**

H. Resolution No.: 2024-019; A Resolution to Adopt the 2025 Budgets for the Village of Kronenwetter and Authorize the Levy of Taxes Thereof

Alex discusses that the budget needs to be amended to better benefit the Village as a whole. Alex states he is a no on the budget as written. Ken is not in favor of borrowing and stretching out debt. He also discusses cutting the police budget to mimic 2024's budget spending. Kelly states that they are in a position where they have to approve the budget as is and then make budget amendments through the year in order to get the statement of taxes to the county in time for the tax bills to get out. Motion by Coyle/Voll to approve Resolution 2024-019. Motion failed 3:4 Roll Call (Yea: Voll, Coyle, Mortenson; NAY: Vedvik, Eiden, Charneski, Myszka). Extensive discussion by the Board as to the disappointment of the Board in the manner in which the budget was presented, the unexplained number of discrepancies, and the insufficient answers to questions that had been asked through the budgeting process. The Board also discussed the lateness of the presentation of the budget that resulted in the inability to adequately evaluate the budget. Motion by Charneski/Vedvik to reconsider the previous motion due to the fact of time constraints of tax bill creation and distribution, it was stated that future amendments would need to be made. Motion Carried 7:0 by Roll Call. Motion by Coyle/ Mortensen to approve Resolution 2024-019 as presented. Motion carried 7:0 by Roll Call.

I. Approval of the 2025 Water and Sewer Budgets

Alex Vedvik discusses the Water and sewer budget; he discusses that moving forward the committee is looking at a 3% increase per year for sewer costs to cover raising costs of operations. Motion by Myszka/ Eiden to approve 2025 water and sewer budget as presented. Motion carried 7:0 by Roll Call.

J. Fee Schedule Update for Dog Licensing

Motion by Myszka/ Coyle to approve the fee schedule as presented with immediate effect. Motion carried 7:0 by Roll Call.

K. Renewal of Contract for Service - League of Wisconsin Municipalities Mutual Insurance Company 2025 Proposal

L. Eau Claire River LLC Rezone Request

The board discusses that they do not approve of this as it violates the increment stipulation of building in a TID. They do not feel that Eau Claire River LLC plan meets the requirements for the TID as well as the Village's comprehensive plan. Tom with REI makes comments in regard to these concerns. He also discusses the Kowalski interchange and how it's not realistic, the property in question is in flood plain and Tom has had many people interested in the property but walked away when they learned the complications the flood plain brings. He stated that he would need to bring 65-75 thousand cubic feet of material to build up the pads for the multifamily properties that would surround the pond that is excavated. Tom states it does jive with the Village's comprehensive plan. Additional discussion about the Kowalski Rd interchange and how it effects the development plan. The Board states their concerns in regard to roads, residents, etc.

Motion by Coyle/Vedvik to approve the zoning change from B2 to industrial as presented. Motion Failed 1:5:1 abstention (Craig Mortensen).

M. Acceptance of Village Clerk Resignation

Village Board acknowledges the Village Clerk's Resignation

N. Recommendations by Kowalski Interchange Ad Hoc Committee

Charneski discusses the recommendations from the Kowalski interchange committee on ramp placement. Village Board recommends staff attends MPO meetings.

O.

Motion by Coyle/ Myszka to approve the United health Care plan for the Police Department. Motion carried 7:0 by Roll Call.

- P. Committee Appointment of Craig Mortenson to Utility and Ambulance committees  
Motion by Vedvik/ Coyle to appoint Craig Mortensen to Utility and Ambulance committee as a trustee.  
Motion carried 7:0 by Voice vote.
- Q. October 29, 2024, Village Board Meeting Minutes  
Motion by Coyle/Voll to approve Minutes as presented. Motion carried 7:0 by voice vote.
- R. October 14, 2024, Village Board Meeting Minutes  
Charneski asks for 5F to have the word "Possible" Infront of referendum.  
Motion by Voll/Charneski to approve Minutes as amended. Motion carried 7:0 by voice vote.
- S. October 28, 2024, Village Board Meeting Minutes
- T. November 04, 2024, Village Board Meeting Minutes  
Charneski asks for item number two "budget amendment 10" to be stated its for legal expenses Coyle states he agrees.  
Motion by Vedvik/Coyle to approve Minutes as amended. Motion carried 7:0 by voice vote.
- U. November 11, 2024, Village Board Meeting Minutes  
Motion by Vedvik/Voll to approve Minutes as presented. Motion carried 7:0 by voice vote.
- V. Appointment of Interim Village Clerk-Jennifer Poyer  
Motion by Coyle/ Vedvik to appoint Jennifer Poyer as Interim Village Clerk. Motion Carried 6:0 by voice vote.

#### **10. PREVIOUS MEETING MINUTES FROM COMMISSIONS AND COMMITTEES**

- W. October 23, 2024 Ambulance Subcommittee Meeting Minutes  
Village Board Acknowledges meeting minutes.
- X. November 14, 2024 Kowalski Road Interchange Ad Hoc Committee Meeting Minutes  
Village Board Acknowledges meeting minutes.
- Y. Administrative Policy Committee Minutes October 17, 2024  
Village Board Acknowledges meeting minutes.

#### **11. CLOSED SESSION**

Consideration of motion to convene into closed session pursuant to Wis. Stat. 19.85 (1)( c ) for consideration of employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility – to wit General office Union contract, Public Works Union Contract, And Water Utility Union Contract.  
Motion by Eiden/Vedvik to convene into closed session. Motion carried 7:0 by Roll call

#### **12. RECONVENE OPEN SESSION**

Consideration of motion to reconvene into open session.  
Village Board Reconvened.

#### **13. ACTION AFTER CLOSED SESSION**

Motion by Voll/Eiden to approve the Union contract with 3% raise beginning January 1. Motion carried 6:1 ostension(Kelly Coyle).

#### **14. CONSIDERATION OF ITEMS FOR FUTURE AGENDA**

#### **15. ADJOURNMENT**

Motion by Voll/Eiden to Adjourn. Motion carried 7:0 by voice vote.

***NOTE: Upon reasonable notice, efforts will be made to accommodate the needs of disabled individuals through appropriate aids and services. For additional information or to request service, contact the clerk's office, 1582 Kronenwetter Drivem WI 54455 (715)-692-1728***

**Posted: 11/22/2024 Kronenwetter Municipal Center and \_**

**Faxed: WAOW, WSAU, City Pages, Mosinee Times | Emailed: Wausau Daily Herald, WSAW, WAOW, Mosinee Times, Wausau Pilot and Review, City Pages**

Minutes Created By: Sarah Fisher, Approved on:



# VILLAGE BOARD MEETING MINUTES

March 10, 2025 at 6:00 PM

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

## 1. CALL MEETING TO ORDER

*President Chris Voll called the March 10, 2025 Village Board Meeting to order at 6 p.m.*

### A. Pledge of Allegiance

*Those in attendance were invited to recite the Pledge of Allegiance.*

### B. Roll Call

**PRESENT:** Village President Chris Voll, Trustee Chris Eiden, Trustee Ken Charneski, Trustee Kelly Coyle, Trustee Alex Vedvik, Trustee Aaron Myszka, Trustee Craig Mortensen

**STAFF:** Police Chief Terry McHugh, Fire Chief Theresa O'Brien, Interim Finance Director John Jacobs, Public Works Director Greg Ulman, Clerk Jennifer Poyer

## 2. PUBLIC COMMENT

**Bernie Kramer, 2150 Highway 153, Peplin, WI 54455** – Kramer stated that Riverside was “taken to the woodshed” during the last CLIPP meeting. He said Kronenwetter is in a good position contracting with Riverside due to cost and service.

## 3. REPORTS FROM STAFF AND VENDORS

### C. Police Chief's Report

*Police Chief Terry McHugh presented his monthly report. He reported the department received new body cams; they are working on a major case in the area; and Trustee Vedvik suggested the board consider a detective position for the department.*

### C. Fire Chief Report

*Fire Chief Theresa O'Brien presented her monthly report. She said they have had 90 EMS calls this year.*

## 4. OLD BUSINESS

### E. Revision of Ordinance 180-3; Village Board Meetings

*Item sent back to the Administrative Policy Committee (APC) for further review.*

### F. Removal of Policy Gen-009

*Item sent back to the Administrative Policy Committee (APC) for further review.*

## 5. NEW BUSINESS

### G. Purchase of Three SCBA Packs-FD

*Motion by Charneski/Coyle to approve Kronenwetter Fire Department's purchase of three SCBA Packs for \$25, 455. Motion carried by roll call vote. 7:0.*

*Discussed the necessity for additional packs due to rising personnel numbers; more packs needed during house fires; and purchase financed from 2% dues.*

### H. Approval of Kronenwetter Dr. TID #2 Road Project Bid from Hass Sons, Inc. for a total of \$3,146,530.14

*Motion by Coyle/Vedvik to approve the Kronenwetter Drive TID #2 Road Project Bid from Hass Sons, Inc. for a total of \$3,146,530.14. Motion carried by roll call vote. 6:1. Voting nay – Charneski.*

*Discussed plan for project; base improvements; bike and walking paths; and signage for the bike and walking paths.*

**I. Approval of TID #2 Lift Station #8 Bid to Earth, Inc for \$2,885,962.00**

*Motion by Vedvik/Mortensen to authorize the contract for Earth, Inc. for, and not to exceed, \$2,885,962 for the TID #2 Lift Station #8 project. Motion carried by roll call vote. 7:0.*

*Discussed the options for the contractors; the good bid price; and the reflection of \$800,000 in cost savings due to Water Operator Mark Mackey's rerouting pipes suggestion.*

**J. Water Filtration Plant Double Door Replacement**

*Motion by Charneski/Eiden to approve change order for Ellis Construction for \$3,640 to replace the water filtration plant double doors. Motion carried by roll call vote. 7:0.*

*Mention the money can be rolled into the loan.*

**K. Approval of Liquidated Damages for Ellis Construction**

**Motion by Coyle/Myszka to approve the liquidated damages for Ellis Construction for a total of \$20,510.04. Motion carried by roll call vote.**

*Discussed the actions behind the bill including pushed back completion dated; requests for extensions; interests of utility rate payers; etc.*

**L. Review of Village Attorney Invoices**

*No action taken.*

**M. Election Security .gov Email Domain Subgrant**

**Motion by Charneski/Eiden to approve moving forward with conversion of .gov email and web address whether or not the subgrant can be utilized. Motion carried by voice vote. 7:0.**

*Discussed necessity of the Village's change from .org to .gov for the website and email.*

**N. Appointment of Village Clerk**

*Motion by Vedvik/Mortensen to approve the resolution to appoint Jennifer Poyer as the village clerk to fill the remainder of the 2024-2026 term. Motion carried by roll call vote. 7:0.*

**6. CONSENT AGENDA****O. Operator "Bartender" License - Dawn L. Clifton****P. November 25, 2024 Village Board Meeting Minutes****Q. February 24, 2025 Village Board Meeting Minutes**

*Motion by Coyle/Voll to approve items O, P and Q. Motion carried by voice vote. 7:0.*

**R. March 3, 2025 Special Village Board Meeting Minutes**

*Revisions recorded. Minutes to be returned for approval.*

**7. PREVIOUS MEETING MINUTES FROM COMMISSIONS AND COMMITTEES****S. November 21, 2024 APC Meeting Minutes****T. December 19, 2024 APC Meeting Minutes****U. February 3, 2025 APC Meeting Minutes****V. February 10, 2025 APC Meeting Minutes****W. January 23, 2025 APC Meeting Minutes****X. February 3, 2025 CLIPP Committee Meeting Minutes**

*Committees thanked for their minutes.*

**8. CONSIDERATION OF ITEMS FOR FUTURE AGENDA**

- *Riverside Ambulance Contract – Riverside fire chief to attend for discussion*
- *Von Briesen Report review*

**9. ADJOURNMENT**

*Motion by Voll/Myszka to adjourn the March 10, 2025 Village Board Meeting. Motion carried by voice vote.*

*Meeting adjourned at 7:32 p.m.*



# PLAN COMMISSION MEETING MINUTES

February 17, 2025 at 6:00 PM

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

## 1. CALL MEETING TO ORDER

@6PM

A. Pledge of Allegiance

B. Roll Call

PRESENT

Chair Chris Voll

Dick Kvapil

Tony Stange

Bruce Sinkula

Dan Lesniak

Rick Grundman

ABSENT

Ken Charneski

## 2. ANNOUNCEMENT OF PUBLIC HEARING - PROPOSED ZERO LOT LINE ORDINANCE LANGUAGE.

Proposed Zero Lot Line Ordinance Language:

The proposed ordinance language is intended to allow Zero-Lot-Line Residences. A zero-lot-line residence is a piece of residential real estate in which the structure comes up to, or very near to, the edge of the property line. Some of the advantages are they cost less than homes with larger lots. They offer greater privacy than a condo since they share less or no walls. They maximize the use of available space and reduce maintenance responsibilities. Being in close proximity or sharing a common wall with your neighbors gives a sense of community, as residents are more likely to interact and develop closer relationships. A complete copy of the proposed revisions is available for viewing at the Village of Kronenwetter Municipal Center. All persons interested are invited to attend this hearing and be heard.

Samatha Miller- Denyon Homes

## 3. CLOSE PUBLIC HEARING

## 4. 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.

Mitch Harris- Email comment

## 5. APPROVAL OF MINUTES

C. January 8, 2025 Plan Commission Meeting Minutes

Motion made by Sinkula, Seconded by Lesniak.

Voting Yea: Chair Voll, Kvapil, Stange, Sinkula, Lesniak, Grundman

**6. REPORTS AND DISCUSSIONS**

D. Community Development/Planning and Zoning Director Report.

**7. OLD BUSINESS**

E. Discussion and possible action: § 520-121. - Conditional use permits.

F. Discussion and possible action: Denyon Homes Concept Plan (revised).  
Updates presented. Access added, a park and pond.

**8. NEW BUSINESS**

G. Discussion and possible action: Proposed Zero-lot-line Language.

Motion to direct staff to draft ordinance amendment for VB approval, with letter updates.

Motion made by Lesniak, Seconded by Stange.

Voting Yea: Chair Voll, Kvapil, Stange, Sinkula, Lesniak, Grundman

H. Discussion and possible action: § 520-124. - Site plan procedures.

**9. NEXT MEETING: MARCH 17, 2025**

**10. CONSIDERATION OF ITEMS FOR FUTURE AGENDA**

521-21 & 521-21-24

Site plans

2 CUPS

**11. ADJOURNMENT**

@6:56PM

***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: 02/14/2025 Kronenwetter Municipal Center and [www.kronenwetter.org](http://www.kronenwetter.org)**

**Faxed: WAOW, WSAU, City Pages, Mosinee Times | Emailed: Wausau Daily Herald, WSAW, WAOW, Mosinee Times, Wausau Pilot and Review, City Pages**

Minutes Prepared by Kim Coyle

Dear Editor,

I am writing to endorse Chris Voll for Village President of the Village of Kronenwetter. I have had the pleasure of knowing Chris for a few years now, and I can confidently say that he possesses the necessary qualities and skills to continue to excel and keep the village on the right track.

I have spent time with Chris, and he makes sound decisions that have kept the village financially right, as a taxpayer my taxes have gone up very little since Chris has been the President and our roads and infrastructure has not suffered.

As a citizen of Kronenwetter, I believe that it is essential to elect leaders who are committed to improving our community, and Chris is one such leader. He has demonstrated his commitment to public service by volunteering for several causes, and I believe he will continue to work tirelessly to make our community a better place.

When Chris was first elected, he ran on that he was going save the village money in various ways, and I believe he has just done that. One example of him saving the village money, was when we had the opportunity to get the ladder truck, he worked quickly with he fire chief and was about to source that truck without have to wait over a year for them to build one.

I strongly urge you to vote for Chris Voll in the upcoming election. I am confident that he will continue to make a positive impact and work towards the betterment of our community. Please join me in supporting Chris and re-electing him as Village President for The Village of Kronenwetter WI.

Thank you for your time and consideration.

Sincerely,

Mitch Harris



Proposed Changes 11/18/2024

## § 520-121 Conditional use permits.

- A. Initiation of conditional use permit. Any person, firm, corporation, or organization having a freehold interest or a possessory interest entitled to exclusive possession, or a contractual interest that may become a freehold interest or an exclusive possessory interest, and that is specifically enforceable on the land for which a conditional use is sought, may file an application to use such land for one or more of the conditional uses in the zoning district in which such land is located.
- B. Application for conditional use permit. No application for a conditional use permit shall be placed on any agenda as an item to be acted upon unless the Zoning Administrator has certified acceptance of a complete application. Prior to publication of the required notice of public hearing, the applicant shall provide the Zoning Administrator with the complete application certified by the Zoning Administrator, including an easily reproducible electronic copy plus hardcopies in a quantity directed by the Zoning Administrator. Said complete application shall be composed of all of the following:
- (1) A completed conditional use permit application form furnished by the Zoning Administrator.
  - (2) A written description of the proposed conditional use describing the type of activities, buildings, and structures proposed for the subject property and their general locations.
  - (3) A site plan of the subject property, with any alterations as may be proposed to accommodate the conditional use. If the conditional use will make use of existing site improvements only, a site plan need only be of sufficient detail to confirm the portion of the site used by the conditional use.
  - (4) Written justification for the proposed conditional use consisting of the reasons why the applicant believes the proposed conditional use is appropriate, particularly as evidenced by compliance with the approval criteria set forth in this section.
  - (5) Any other plans and information deemed necessary by the Zoning Administrator or the Plan Commission to ensure that the intent of this chapter is fulfilled.



- (6) A fee as established by the Village Board and stated in the Village of Kronenwetter's fee schedule.

C. Zoning Administrator review and recommendation.

- (1) The Zoning Administrator shall determine whether the application is complete and fulfills the requirements of this chapter. Only a complete application in the determination of the Zoning Administrator shall entitle a public hearing under Subsection D. The Zoning Administrator shall inform the applicant if the application is incomplete in his or her determination.
- (2) Once the Zoning Administrator determines that the application is complete, the Zoning Administrator or designee shall authorize the public hearing and prepare a written evaluation of the application based on the criteria for evaluating conditional use permits in Subsection G below. The Zoning Administrator shall forward a copy of the evaluation to the Plan Commission.

D. Notice of public hearing.

- (1) ~~Legal ad (per existing ordinances). The notice of the time, date, and location of the Planning Commission public hearing shall be published by the Village at least two times in a newspaper of general circulation in the Village of Kronenwetter. Publications shall occur 14 calendar days and seven calendar days prior to the date of the Planning Commission public hearing on a conditional use permit or a zoning change request. The notice of the time, date, and location of the Planning Commission public hearing shall be published by the Village at least one time in a newspaper of general circulation in the Village of Kronenwetter 10 calendar days prior to the date of the Planning Commission public hearing on an application for variance request.~~  
Upon receipt of a conditional use permit application, and following publication in the Village of a class 2 notice under Wis. Stat. ch. 985, the Village shall hold a public hearing on the application.
- (2) Public notice. Notice of the Plan Commission public hearing shall be sent by regular mail to the applicant, each landowner adjoining the subject property and each landowner within 500 feet of the subject property. Notice of the Planning Commission public hearing shall be sent at least 10 calendar days prior to the Planning Commission public hearing. The notice shall be prepared and mailed by the Village. The failure of any person required by this section to receive the notice shall

not invalidate or otherwise have any effect upon a public meeting or public hearing or action taken on the application.

- (3) Local government notice. The Village shall send one copy of the application at least 10 calendar days prior to the Plan Commission public hearing to the adjoining local government for review and comment when the project affects another municipality, or the primary access to the affected property is through an adjoining municipality. The failure of any person required by this section to receive the notice shall not invalidate or otherwise have any effect upon a public meeting or public hearing or action taken on the application.
- (4) Village website. Notice of the Plan Commission public hearing shall be posted on the Village webpage. The failure of any person required by this section to receive the notice shall not invalidate or otherwise have any effect upon a public meeting or public hearing or action taken on the application.

E. Review and action by Plan Commission. Within 60 days after the public hearing, or an extension of said period requested in writing or electronic format by the applicant and granted by the Commission, the Plan Commission shall take final action on the conditional use permit request. The Commission may approve the conditional use as originally proposed, may approve the proposed conditional use with conditions or modifications, or may deny approval of the proposed conditional use and include reasons for denial. Any action to approve or amend the proposed conditional use permit requires a majority vote of Commission members in attendance.

F. Appeal to ~~Village Board~~ the Zoning Board of Appeals. An appeal of a decision under Subsection E may be taken to the ~~Village Board~~ Zoning Board of Appeals by any person, firm or corporation or any officer, department, board, commission or agency of the Village who is aggrieved by the decision. Such appeal shall be made in writing to the Zoning Administrator within ~~10~~ 30 days after the date of the Plan Commission's written decision. In the case of an appeal:

- (1) The Zoning Administrator and Building Inspector shall issue no permits to enable commencement or continuation of building and other activities authorized by the conditional use permit and shall issue a stop-work order for any such activities already commenced.
- (2) The Zoning Administrator shall immediately notify the applicant and property owner of the appeal in writing and shall schedule the appeal for ~~Village Board~~ consideration by the Zoning Board of Appeals.



- (3) The ~~Village Board~~ Zoning Board of Appeals shall, by resolution, make a final decision to grant, with or without conditions, or to deny each application for a conditional use permit after receiving the Plan Commission's record and reviewing the Commission's findings and making its own findings as to whether or not the proposed use will satisfy the standards for approval set forth in Subsection G and shall have all of the powers of the Plan Commission under this section. The ~~Village Board's Zoning Board of Appeals'~~ determination shall be final and subject to appeal to the circuit court under any procedure authorized by statute.

- G. Review criteria for conditional use permit. ~~Each requested conditional use permit shall meet the following criteria (achieve "yes" answers) to be approved:~~

(1) In this paragraph:

- (a) "Conditional use" means a use allowed under a conditional use permit, special exception, or other special zoning permission issued by the Village, but does not include a variance.
- (b) "Substantial evidence" means facts and information, other than merely personal preferences or speculation, directly pertaining to the requirements and conditions an applicant must meet to obtain a conditional use permit and that reasonable persons would accept in support of a conclusion.

(2)

- (a) If an applicant for a conditional use permit meets or agrees to meet all of the requirements and conditions specified in the Village ordinance(s) or those imposed by the Village Plan Commission, the Village shall grant the conditional use permit. Any condition imposed must be related to the purpose of the ordinance(s) and be based on substantial evidence.
- (b) The requirements and conditions described under subd. (2)(a) must be reasonable and, to the extent practicable, measurable and may include conditions such as the permit's duration, transfer, or renewal. The applicant must demonstrate that the application and all requirements and conditions established by the Village relating to the conditional use are or shall be satisfied, both of which must be supported by substantial evidence. The Village's decision to approve or deny the permit must be supported by substantial evidence.

(3)(4) Once granted, a conditional use permit shall remain in effect as long as the conditions upon which the permit was issued are followed, but the Village may impose conditions such as the permit's duration, transfer, or renewal, in addition to any other conditions specified in the zoning ordinance(s) or by the Village Plan Commission.

(4)(5) If the Village denies a person's conditional use permit application, the person may appeal the decision to the circuit court under the procedures contained in Wis. Stat. § 62.23(7)(e)10. a., or if the decision is on an application for an approval, as defined in Wis. Stat. § 781.10(1)(a), under the procedures described in Wis. Stat. § 62.23(7)(e)10. b.

~~(1) — Is the proposed conditional use in harmony with the Comprehensive Plan, this chapter, and any other plan, program, or ordinance adopted by the Village?~~

(5)(2) The proposed conditional use does not, in its proposed location and as depicted on the required site plan, result in an substantial or undue adverse impact on nearby property, the character of the neighborhood, environmental factors, traffic factors, parking, public improvements, public property or rights-of-way, or other matters affecting the public health, safety, or general welfare, either as they now exist or as they may in the future. ~~be developed as a result of the implementation of the provisions of this chapter, the Comprehensive Plan, or any other plan, program, map, or ordinance adopted by the Village?~~

(6)(3) Does the proposed conditional use maintain the desired consistency of land uses, land use intensities, and land use impacts as related to the environs of the subject property?

(7)(4) Is the proposed conditional use located in an area that will be adequately served by, and will not impose an undue burden on, any of the improvements, facilities, utilities, or services provided by public agencies serving the subject property?

~~(5) — Do the potential public benefits of the proposed conditional use outweigh potential adverse impacts of the proposed conditional use, after taking into consideration the applicant's proposal and any requirements recommended by the applicant to ameliorate such impacts?~~

H. Issuance and recording of permit. Within 30 days following the granting of a conditional use permit, the Zoning Administrator shall issue to the applicant



a written conditional use permit enumerating the details of the conditional use permit, including what land use(s) and/or development was approved and any conditions of approval. The Zoning Administrator shall record the conditional use permit against the property, assigning all costs thereof to the applicant.

- I. Effect of denial. No conditional use permit application that has been denied shall be resubmitted for a period of 12 months from the date of said order of denial, except on grounds of new evidence or proof of change of factors found valid by the Zoning Administrator.
- J. Termination of approved conditional use. Once a conditional use permit is granted, no erosion control permit, site plan approval, certificate of occupancy, zoning permit, or building permit shall be issued for any development that does not comply with all requirements of the conditional use permit and this chapter. Any conditional use found not to be in compliance with the terms of this chapter or the approved conditional use permit shall be considered in violation of this chapter and shall be subject to all applicable procedures and penalties. A conditional use permit may be revoked for such a violation by the Plan Commission, following the procedures outlined for original granting of a conditional use permit.
- K. Time limits on development of conditional use. The start of construction of any and all conditional uses shall be initiated within 365 days of approval of the associated conditional use permit and shall be operational within 730 days of said approval. Failure to initiate development within this period shall automatically constitute a revocation of the conditional use permit. For the purposes of this section, "operational" shall be defined as occupancy of the conditional use.
- L. Renewals. The permit holder may submit an application for renewal along with the appropriate fee for renewal prior to the expiration of the time limit on the permit, if any. No conditional use permit renewal shall be required to go through a new public hearing.
- M. Discontinuance of approved conditional use. Any and all conditional uses that have been discontinued for a period exceeding 365 days shall have their conditional use permit automatically invalidated and receive no treatment as a legal prior nonconforming use. The burden of proof shall be on the property owner to conclusively demonstrate that the conditional use was operational during this period.
- N. Change of ownership. All requirements of the approved conditional use permit shall be continued regardless of ownership of the subject property and shall run with the land, except as otherwise limited by this chapter or by a specific

condition attached to the conditional use permit. Modification, alteration, or expansion of any conditional use in violation of the approved conditional use permit, without approval by the Plan Commission, shall be considered a violation of this chapter and shall be grounds for revocation of said conditional use permit.

- O. Uses now regulated as conditional uses that were legal land uses (permitted by right or as conditional uses) prior to effective date of this ~~chapter~~ section. A use now regulated as a conditional use that was a legal land use — either permitted by right or as a conditional use — prior to the effective date of this ~~chapter~~ section shall be considered as a legal, conforming land use so long as any previously approved conditions of use and site plan are followed. Any substantial modification of such use or any previously approved condition of such use, in the determination of the Zoning Administrator, shall require application and Village consideration of a new conditional use permit under this section.



# PLAN COMMISSION MEETING MINUTES

January 20, 2025 at 6:00 PM

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

## 1. CALL MEETING TO ORDER

@6PM

A. Pledge of Allegiance

B. Roll Call

PRESENT

Chair Chris Voll

Dick Kvapil

Tony Stange

Bruce Sinkula

Dan Lesniak

Rick Grundman

Ken Charneski

## 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-trail wood ventures and 109 lot residential subdivision.

## 3. APPROVAL OF MINUTES

C. 2024 10 21 Plan Commission Meeting Minutes

D. 2024 11 18 Plan Commission Meeting Minutes

Motion made by Charneski, Seconded by Chair Voll.

Voting Yea: Chair Voll, Kvapil, Stange, Sinkula, Lesniak, Grundman, Charneski

## 4. REPORTS AND DISCUSSIONS

E. CDPZD Report

## 5. OLD BUSINESS

F. Discussion and possible action: Proposed Zero-lot-line Language.

typo on: For zero lot line structures, each lot shall have a minimum lot area of 5,000 square feet per unit and must be of at least 40 feet in width within two family residential zoning districts.

Change to: For zero lot line structures, each lot shall have a minimum lot area of 10,000 square feet per unit and must be of at least 40 feet in width within two family residential zoning districts.

Chart letters to be corrected.

Motion to move to Public Hearing.

Motion made by Charneski, Seconded by Lesniak.

Voting Yea: Chair Voll, Kvapil, Stange, Sinkula, Lesniak, Grundman, Charneski

## 6. NEW BUSINESS

- G. Discussion and possible action: CSM Dean Prohaska, Happy Hollow Road (Vacant Land).  
Motion to approved CSM.  
Motion made by Sinkula, Seconded by Lesniak.  
Voting Yea: Chair Voll, Kvapil, Stange, Sinkula, Lesniak, Grundman  
Voting Nay: Charneski
- H. Discussion and possible action: CSM Trailwood Ventures LLC, 1500 Kowalski Road.  
Rick Grundman to recuse himself as he is an employee of the school.  
Motion made by Lesniak, Seconded by Sinkula.  
Voting Yea: Chair Voll, Kvapil, Stange, Sinkula, Lesniak, Charneski  
Voting Abstaining: Grundman
- I. Discussion and possible action: Denyon Homes Inc. Subdivision Concept Plan.  
No Action

**7. NEXT MEETING: FEBRUARY 17, 2025**

**8. CONSIDERATION OF ITEMS FOR FUTURE AGENDA**

Zero lot line.

**9. ADJOURNMENT**

@7:33PM

Motion made by Charneski, Seconded by Lesniak.

Voting Yea: Chair Voll, Kvapil, Stange, Sinkula, Lesniak, Grundman, Charneski

***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: 01/17/2025 Kronenwetter Municipal Center and [www.kronenwetter.org](http://www.kronenwetter.org)**

**Faxed: WAOW, WSAU, City Pages, Mosinee Times | Emailed: Wausau Daily Herald, WSAW, WAOW, Mosinee Times, Wausau Pilot and Review, City Pages**

Minutes prepared by Kim Coyle