



# ADMINISTRATIVE POLICY COMMITTEE MEETING AGENDA

June 20, 2023 at 5:30 PM

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

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**1. CALL MEETING TO ORDER**

- A. Pledge of Allegiance
- B. Roll Call

**2. PUBLIC COMMENT**

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

**3. NEW BUSINESS**

- C. Discussion & Possible Action: 2023 Purchase of Used Asphalt Roller & New Trailer
- D. Discussion & Possible Action: Firefighter Job Description
- E. Discussion & Possible Action: Commercial Crime Insurance Policy
- F. Review & Discussion: Duties and Responsibilities of Administrative Policy Committee
- G. Discussion & Possible Action: Updating of Current Background Check Waiver
- H. Discussion & Possible Action: Selection of (2) members to Serve on Ad Hoc Committee for Discussion of Current Committee Structure
- I. Discussion & Possible Action: Interim Administrator Contract Approval
- J. Discussion and Possible Action: Review of Previous Job Postings for Village Administrator
- K. Discussion and Possible Action: Review of Previous Job Postings for Director of Public Works
- L. Discussion & Possible Action: Hiring of Recruitment Firm for Director of Public Works

**4. OLD BUSINESS**

- M. Discussion & Possible Action: Hiring of Recruitment Firm for Village Administrator
- N. Review, Discussion & Possible Action: GEN-007
- O. Review, Discussion & Possible Action: FIN-003
- P. Review, Discussion & Possible Action: FIN-004
- Q. Review, Discussion & Possible Action: FIN-005
- R. Review, Discussion & Possible Action: HR-001
- S. Review, Discussion & Possible Action: HR-003
- T. Discussion & Possible Action: Approval of Committee Onboarding Checklist

**5. REPORTS AND DISCUSSIONS**

- U. May Check Register
- V. May Journal Entries
- W. Treasurers Report

**6. APPROVAL OF MINUTES**

- X. APC April 05, 2023, Minutes
- Y. APC April 18, 2023, Minutes

[Z.](#) APC April 28, 2023, Minutes

[AA.](#) APC May 16, 2023, Minutes

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

8. **NEXT MEETING: July 18, 2023**

9. **ADJOURNMENT**

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

Posted: 06/15/2023 Kronenwetter Municipal Center and [www.kronenwetter.org](http://www.kronenwetter.org)

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



# REPORT TO APC

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<b>ITEM NAME:</b>	Used Asphalt Roller & New Trailer
<b>MEETING DATE:</b>	6/15/2023
<b>PRESENTING COMMITTEE:</b>	APC
<b>COMMITTEE CONTACT:</b>	
<b>STAFF CONTACT:</b>	Lisa Kerstner
<b>PREPARED BY:</b>	Lisa Kerstner

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**ISSUE:** On June 6<sup>th</sup> 2023, we were using our current roller for blacktop patching and during rolling operations the soft edge of the fresh blacktop gave out and the roller along with the operator rolled over into the ditch. Thankfully, the operator was not injured but was very lucky as he easily could have been seriously hurt. This unit has always had its close calls for that to happen over the years due to the poor design of the front end with how it pivots on the front drum.

**OBJECTIVES:** Purchase a Used Asphalt Roller from United Rentals and New Trailer from Behnke Enterprises.

**ISSUE BACKGROUND/PREVIOUS ACTIONS:**

**PROPOSAL:**

**ADVANTAGES:**

**DISADVANTAGES:**

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

**RECOMMENDED ACTION:** Approve to use 750 fund.

**OTHER OPTIONS CONSIDERED:**

**TIMING REQUIREMENTS/CONSTRAINTS:**

**FUNDING SOURCE(s) – Must include Account Number/Description/Budgeted Amt CFY/% Used CFY/\$ Remaining CFY**  
 Account Number: 750-00-51000-001-000  
 Description:  
 Budgeted Amount:  
 Spent to Date:  
 Percentage Used:  
 Remaining:

**ATTACHMENTS (describe briefly):** Quote – Roller and Trailer.





BRANCH J45  
1425 O KEEFE DR  
KRONENWETTER WI 54455-8801  
715-355-5557  
715-355-6757 FAX

# 22051436

Section 3, Item C.

**Job Site**  
CPU J45  
1425 O KEEFE DR  
KRONENWETTER WI 54455-8801

Customer # : 1386203  
Agreement Date : 06/06/23  
Rental Out : 06/06/23 11:25 AM  
Scheduled In : 06/08/23 11:45 AM  
UR Job Loc : 1425 O KEEFE DR, KRO  
UR Job # : 7  
Customer Job ID:  
P.O. # : BRAD  
Ordered By : BRAD JACOBSON  
Reserved By : RORY GOLDEN  
Salesperson : DOUGLAS FORSTNER

Office: 715-693-4200 Job: 715-693-4200

VILLAGE OF KRONENWETTER  
1582 KRONENWETTER DR  
KRONENWETTER WI 54455-7268

**This is not an invoice  
Please do not pay from this document**

RENTAL ITEMS:								
Qty	Equipment	Description	Minimum	Day	Week	4 Week	Estimated Amt.	
1	11647691	ROLLER 1.5 TON DOUBLE DRUM SMOOTH GAS Make: WACKER Model: RD12L-90 Serial: WNCRD12LKPU01389 Meter out: 96.20	230.00	230.00	735.00	1,730.00	460.00	
1	11069323	TRAILER TILT 8'-14' UP TO 7K SINGLE Make: FELLING Model: FT-6 T-1-W Serial: 5FTBE1716L1005643	75.00	75.00	250.00	590.00	150.00	
Rental Subtotal:							610.00	
Agreement Subtotal:							610.00	
Estimated Total:							610.00	

**COMMENTS/NOTES:**

CONTACT: BRAD JACOBSON  
CPU J45

A CLEANING CHARGE WILL APPLY TO EQUIPMENT RETURNED WITH EXCESSIVE DIRT, CONCRETE, AND/OR PAINT. CUSTOMER IS RESPONSIBLE FOR ALL DAMAGE INCLUDING TIRES. THERE WILL BE AN ADDITIONAL CHARGE FOR MISSING KEYS. A REFUELING SERVICE CHARGE WILL BE APPLIED TO ALL UNITS NOT RETURNED FULL OF FUEL  
SEE BELOW FOR EXPLANATION OF REFUELING SERVICE CHARGE  
\*\*\*\*\*

ARE YOU OR YOUR EMPLOYEES IN NEED OF OPERATOR CERTIFICATION TRAINING?  
CONTACT UNITED ACADEMY TODAY  
844-222-2345 OR WWW.UNITEDRENTALS.COM/TRAINING

**OPTIONAL RENTAL PROTECTION PLAN:** THE RENTAL PROTECTION PLAN IS NOT INSURANCE. The Rental Protection Plan is only available to direct commercial customers. Upon accepting the optional Rental Protection Plan, Customer agrees to pay a charge equal to 15% of the rental charges on the Equipment Customer wants covered by the Rental Protection Plan. In return, United agrees to waive certain claims for accidental damages to or theft of such covered Equipment occurring during normal and careful use. Customer remains liable for all other damages as set forth in the Rental and Service Terms.

**NOTICE FOR RENTAL OF A MOTOR VEHICLE:** THIS CONTRACT OFFERS, FOR AN ADDITIONAL CHARGE, A DAMAGE WAIVER (or "Rental Protection Plan") TO LIMIT CUSTOMER'S FINANCIAL RESPONSIBILITY FOR DAMAGE TO, OR THEFT OF, THE MOTOR VEHICLE. BEFORE DECIDING WHETHER TO PURCHASE THE DAMAGE WAIVER, CUSTOMER MAY WISH TO DETERMINE WHETHER CUSTOMER'S OWN INSURANCE GIVES CUSTOMER COVERAGE. THE PURCHASE OF THIS DAMAGE WAIVER IS NOT MANDATORY, AND MAY BE WAIVED OR DECLINED BY CUSTOMER.

**A CLEANING CHARGE:** WILL APPLY TO EQUIPMENT RETURNED WITH EXCESSIVE DIRT, CONCRETE, AND/OR PAINT. CUSTOMER IS RESPONSIBLE FOR ALL DAMAGE. THERE WILL BE AN ADDITIONAL CHARGE FOR MISSING KEYS AND TOLL TRANSPONDERS.

**REFUELING SERVICE CHARGE:** Customer is required to return the Equipment with a full tank of fuel. If Customer returns the Equipment with less than a full tank of fuel, Customer agrees to pay a Refueling Service Charge at the per gallon rate applicable at the time Customer returns the Equipment. (The current rate is available from the Store Location; but, the final rate may differ based on market conditions at the time of return). For additional information, see the Rental and Service Terms.

**ENVIRONMENTAL SERVICE CHARGE:** Due to the hazardous nature of some waste and other products, to comply with federal and state environmental regulations, and to promote a clean environment, United charges an Environmental Service Charge for certain rentals. The Environmental Service Charge is not a government-mandated charge, is not designated for any particular use, and is used at United's discretion. The Environmental Service Charge is 2.00% of the rental charge and will not exceed \$99. Customer acknowledges the items indicated above are subject to the Environmental Service Charge and Customer agrees to pay that Charge.

**DELIVERY:** If Customer chooses to have United deliver and pick up the Equipment, Customer agrees to pay a Delivery and Pickup Service Charge.

**READ BEFORE SIGNING:** By signing below, Customer: (i) agrees that Customer has received, read and agreed to the Rental and Service Terms and the optional Rental Protection Plan ("RPP") Terms (if the RPP is applicable) in effect as of the latest date below, both of which are amended from time to time and posted online at <https://www.unitedrentals.com/legal/rental-service-terms-us> and <https://www.unitedrentals.com/legal/rpp-us>, respectively, and are incorporated by reference into this Agreement; (ii) authorizes United Rentals to charge the payment method provided per the above-referenced terms; and (iii) acknowledges that the Equipment is in the condition as stated on the condition report(s). It is Customer's responsibility to review these terms and conditions from time to time for updates and changes. By agreeing to the Terms, you agree (1) to indemnify United for losses relating to his transaction; (2) that United's liabilities are limited, and (3) that United makes no warranties as the equipment's merchantability, quality or fitness for a particular purpose; as well as other Terms affecting your rights.

X

CUSTOMER SIGNATURE \_\_\_\_\_ DATE \_\_\_\_\_ CUSTOMER NAME PRINTED \_\_\_\_\_ UNITED RENTALS REPRESENTATIVE/DELIVERED BY DATE \_\_\_\_\_

NOTICE: By accepting delivery of the Equipment listed above or making payment(s) to United for the Equipment listed above, Customer agrees to be bound by the Rental and Service Terms at the referenced URLs, even if the Rental and Service Agreement has not been fully executed. COPIES OF THE RENTAL AND SERVICE TERMS AND, IF APPLICABLE, THE RPP ARE AVAILABLE IN PAPER FORM UPON REQUEST. The Rental and Service Terms are posted online in Spanish at <https://www.unitedrentals.com/legal/rental-service-terms-us-sp> Los términos del alquiler y del servicio están publicadas en línea en español en <https://www.unitedrentals.com/legal/rental-service-terms-us-sp>





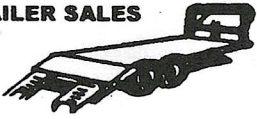
Section 3, Item C.







TRAILER SALES



# BAGLEY TRAILER SALES

Section 3, Item C.

W5145 Schulz Spur Drive, Merrill, WI 54452

Office: (715) 536-9306

6-13-2023

KRONENWITZER

B-B-BEHNKE TILT BED

LEFT FRONT - 16' tilt.

2-7K AXLES

16" TIRES

FORK HOLDERS

8-D-RINGS

FENDER GUARDS

STACK POCKETS

out Right.

11,000.-

TRADE IN

4,000.-

to TRADE

7,000.-

# Tube Frame

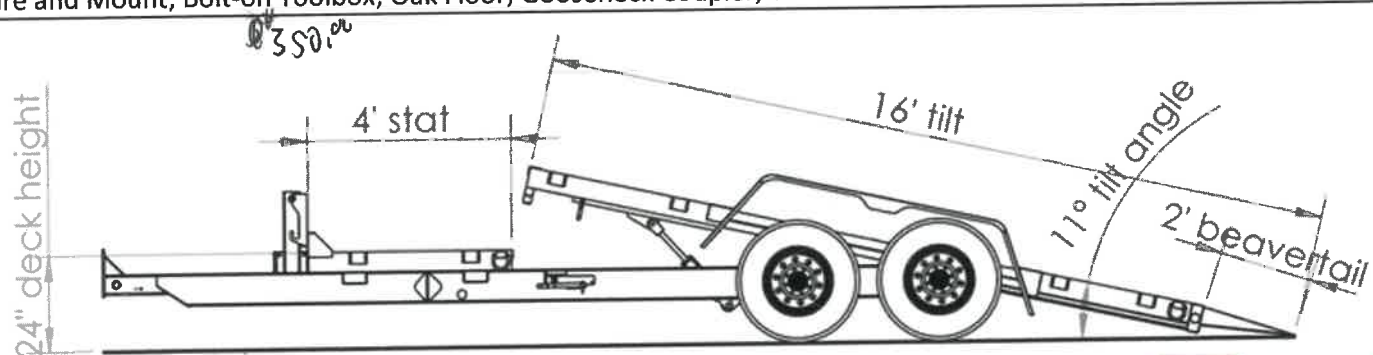
# Partial Tilt Trailer

14,000 • 16,000 • 20,000 GVW

Model	TBCT2014ET	TBCT2214ET	TBCT2016ET	TBCT2216ET	TBCT2020ET-10K	TBCT2220ET-10K
Length	20' (4' + 16')	22' (6' + 16')	20' (4' + 16')	22' (6' + 16')	20' (4' + 16')	22' (6' + 16')
Capacity	10,320 lb.	10,260 lb.	11,980 lb.	11,700 lb.	14,950 lb.	14,700 lb.
Weight	3,680 lb.	3,740 lb.	4,020 lb.	4,300 lb.	5,050 lb.	5,300 lb.
Axles	(2) 7,000 lb. Dexter Torflex		(2) 8,000 lb. Dexter Torflex		(2) 10,000 lb. Dexter Torflex	
Wheels	(4) 16 x 6 Rim, 8-on-6 1/2		(4) 17.5 x 6.75 Rim, 8-on-6 1/2		(4) 17.5 x 6.75 Rim, 8-on-6 1/2	
Tires	(4) 235-80R-16E Tire, 10-Ply		(4) 215-75R-17.5 Tire, 16-Ply		(4) 235/75R-17.5 Super Single Tire, 18-Ply	

Frame	Stationary: 8 x 2 Tube Frame	Tilt: 5 x 3 x 1/4 Angle Iron
	2' Beavertail: 1/8" Tread Plate Knife Edge Tail With Supports Every 7"	
	Front Rail: 3/16" Formed Sheet Metal 5" Above Frame	
Crossmembers	3" Channels on 12" Centers	
Jack	10,000 lb. Heavy Duty Drop Leg Jack	
Cylinder	2.5 x 8" Cushioned Cylinder	
Hitch	2 5/16 Adjustable Flat Plate Coupler or Pintle Hitch	
Tie-Downs	(4) D-Rings--(2) rear of stationary, (2) rear of tilt; Stake Pockets	
Finish	Pre-Blasted, Acid Washed, Zinc Rich Primer, Powder Coat Finish	
Electrical	Electrical Completed After Paint; DOT Approved All Sealed Rubber Mounted LED; Wiring Is Protected Through Tube Frame	
Decking	2 x 8 Treated Lumber	
Standard	True 83" Wide Between the Fenders; (4) D-Rings; Flush Deck; Pallet Fork Holders; Chain Tray; Cold Weather Wiring Harness	
Optional	Third Axle; Spare Tire and Mount; Bolt-on Toolbox; Oak Floor; Gooseneck Coupler; Winch Mount -- Bolt-on or Weld-on	

**Bagley Trailer Sales**  
**W5145 Schulz Spur Dr.**  
**Merrill, WI 54452**  
**715-536-9306**



# Partial Tilt-TBCT

## Tube Frame

Zinc Primed & Powder Coat Finish • 83" Width Between Fenders • (4) D-Rings • Flush Deck • Pallet Fork Holders

14,000 • 16,000 • 20,000 GVW

Adjustable 2 5/16 coupler (pintle, optional)



Optional bolt-on toolbox

Optional aluminum wheels, additional d-rings and side marker lights



2.5 x 8" Cushioned Cylinder



TBCT2220ET-10K with 10,000 lb. Axles

10K Axles Now Available

Standard, pallet fork holders



Standard (4) D-rings, 2 on rear of tilt and stationary



**Manufactured by:**  
Behnke Enterprises, Inc.  
800 9th Ave. NW, Farley, IA 52046  
Ph. (563)744-3246 • Fax (563)744-9066  
[www.behnkeenterprises.com](http://www.behnkeenterprises.com)



BRANCH J45  
1425 O KEEFE DR  
KRONENWETTER WI 54455-8801  
715-355-5557  
715-355-6757 FAX

# 22077192 Section 3, ItemC.

**Job Site**

CPU J45  
1425 O KEEFE DR  
KRONENWETTER WI 54455-8801  
  
**Office:** 715-693-4200 **Job:** 715-693-4200

**Customer #** : 1386203  
**Quote Date** : 06/12/23  
  
**UR Job Loc** : 1425 O KEEFE DR, KRO  
**UR Job #** : 7  
**Customer Job ID:**  
**P.O. #** : BRAD  
**Ordered By** : BRAD JACOBSON  
**Written By** : DENNIS CARLSON  
**Salesperson** : DOUGLAS FORSTNER

VILLAGE OF KRONENWETTER  
1582 KRONENWETTER DR  
KRONENWETTER WI 54455-7268

**This is not an invoice  
Please do not pay from this document**

Qty	Equipment #	Price	Amount
1	10950082 ROLLER 1.5 TON DOUBLE DRUM SMOOTH GAS Make: BOMAG Model: BW900-50 Model Year: 19 HR OUT: 445.200	CC: 160-2621 14400.00 Serial #: 000000101834511107	14400.00
1	10502308 TRAILER TILT 8'-14' UP TO 7K SINGLE Make: ANDERSON Model: TI7126TS Model Year: 16 Lic: 1895CTE Wgt: 006000	CC: 920-5700 5200.00 Serial #: 4YNBN1214GC079082	5200.00
<b>Sub-total:</b>			19600.00
<b>Total:</b>			19600.00

CONTACT: BRAD JACOBSON

Note: This proposal may be withdrawn if not accepted within 30 days.

WHERE PERMITTED BY LAW, UNITED RENTALS MAY IMPOSE A SURCHARGE OF 1.8% FOR CREDIT CARD PAYMENTS ON CHARGE ACCOUNTS. THIS SURCHARGE IS NOT GREATER THAN OUR MERCHANT DISCOUNT RATE FOR CREDIT CARD TRANSACTIONS AND IS SUBJECT TO SALES TAX IN SOME JURISDICTIONS. THIS IS NOT A SALE AGREEMENT/INVOICE. THE ITEMS LISTED ABOVE ARE SUBJECT TO AVAILABILITY AND ACCEPTANCE OF THE TERMS AND CONDITIONS OF UNITED'S SALE AGREEMENT/INVOICE WHICH ARE AMENDED FROM TIME TO TIME AND POSTED ONLINE AT <https://www.unitedrentals.com/legal/sale-agreement> AND INCORPORATED HEREIN BY REFERENCE. A PAPER COPY OF THE SALE AGREEMENT/INVOICE TERMS IS AVAILABLE UPON REQUEST.

The King Company LLC  
2500 N 14th Ave  
Wausau, WI 54401 US  
(715)675-3200  
thekingcompany@aol.com  
http://www.thekingcompany.com



# Quote

QUOTE # 97284  
DATE 06/13/2023

**ADDRESS**  
VILLAGE OF  
KRONENWETTER  
1582 KRONENWETTER DR  
KRONENWETTER, WI 54455  
715-693-4200

**SHIP TO**  
VILLAGE OF  
KRONENWETTER  
1582 KRONENWETTER  
DR  
KRONENWETTER, WI  
54455  
715-693-4200

PLEASE DETACH TOP PORTION AND RETURN WITH YOUR PAYMENT.

DESCRIPTION	QTY	RATE	AMOUNT
<b>MTR</b> IB 83X22 14K TILT BRAD 715-574-5160	1	8,999.99	8,999.99
<b>MTR</b> 2020 CORN PRO TRADE IN	-1	4,000.00	-4,000.00
<b>TOTAL</b>			<b>\$4,999.99</b>

Accepted By

Accepted Date

# TLB MODEL

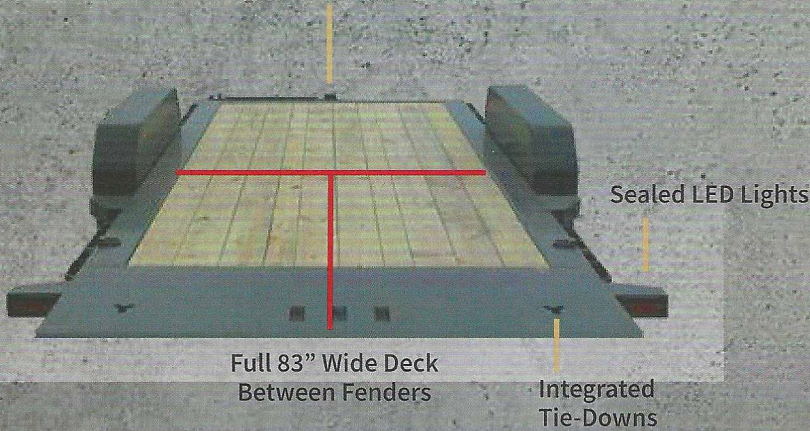


**IRON**  
A NEW BREED OF TRAILERS

Section 3, Item C.

## Low-Pro Tilt Trailer

2" x 6" Treated Pine Floor



Full 83" Wide Deck  
Between Fenders

Integrated  
Tie-Downs

Powdura Powder Coat  
and One Cure Primer

Removable Diamond Plate Fenders

11 Degree Load Angle

Knife Edge Tail

9"-17"  
Coupler Height

Deck Height 20"

235/80R16  
Radial Tires

Torsion Axles

Stake Pockets and  
Rub Rails

6" Channel Tongue  
& Frame

10k Drop-Leg Jacks  
Bolt on

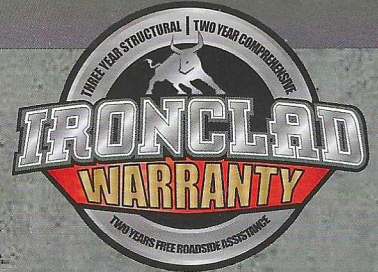
16" 8 Hole Silver Mod

2 5/16" Adjustable Coupler

IRONBULL

## 2023 TLB

Our 83" wide 14k bumper pull is by far our most popular tilt model. With two 7k axles, tons of standard features and the option between gravity and power tilt, this model is a perfect fit for the contractor or weekend warrior.



(Also Available in Gooseneck)

## STANDARD FEATURES

- 6" Channel Tongue (8.2 lbs/ft)
- 2 - 5200 or 7000 Lb Torsion Axles
- 2 5/16" Adjustable Coupler
- 3" Structural Crossmembers
- 20" Deck Height
- 11 Degree Loading Angle
- Knife Edge Tail (1/4" Diamond Plate)
- Removable Diamond Plate Fenders
- Rub Rail and Stake Pockets
- 10k Drop-Leg Jack
- 4 Standard 3" D-Rings

- Radial Tires (sizes on p.37)
- E-Z Lube Hubs
- Black Mod Wheels
- 3" x 10" Cylinder with 1.5" Shaft
- Cambered Torsion Axles
- Multi-leaf Slipper Spring Suspension
- Treated Pine Floor
- Lifetime LED Lighting
- All Lighting DOT Approved
- Molded Sealed Harness with Resistors
- 7-Way Receiver Female Plug with Adapter
- Powdura Powder Coat & One Cure Primer

BUILD A QUOTE ONLINE AT [NORSTARCOMPANY.COM](http://NORSTARCOMPANY.COM)

GRAB A BULL BY THE HORNS







[www.aringequipment.com](http://www.aringequipment.com)

**Butler, WI**  
 13001 W Silver Spring Dr  
 Butler, WI 53007  
 262-781-3770

**De Pere, WI**  
 1800 N. Ashland Ave.  
 De Pere, WI 54115  
 920-336-3601

**De Forest, WI**  
 5005 Cake Parkway  
 De Forest, WI 53532  
 608-846-9600

**Eau Claire, WI**  
 2727 Alpine Rd  
 Eau Claire, WI 54703  
 715-835-6133



**Prepared For:**  
 Brad Jacobson  
 VILLAGE OF KRONENWETTER  
 1582 KRONENWETTER DR  
 MOSINEE, WI, 54455

## Quote

<b>Quote No.</b>	Q2783
<b>Date</b>	Jun 14, 2023
<b>Valid Till</b>	
<b>Salesman</b>	Brian Wojchik

Product Details	Unit Price	Quantity	Total
<b>DD25B S/N 271122</b> 2022 Volvo DD25B asphalt roller 230 hours on unit 39" roller drum width FOPS Working lights + strobe	\$ 41,900.00	1	\$ 41,900.00
Sub Total			\$ 41,900.00
Sales Tax			\$ 0.00
F.E.T. Tax (If applicable)			
<b>Grand Total</b>			<b>\$ 41,900.00</b>

**Terms & Conditions:**  
 FOB Kronenwetter, WI

**Notes:**  
 New 2023 DD25B (0 hours), equipped same as above.....\$48,900



# REPORT TO APC

**ITEM NAME: Firefighter Job**

**Description**

**MEETING DATE: 06/20/2023**

**PRESENTING COMMITTEE:**

**COMMITTEE CONTACT:**

**STAFF CONTACT: Theresa**

**O'Brien**

**PREPARED BY: Theresa**

**O'Brien**

**ISSUE: Unable to find a job description for Firefighter – need job description approved**

**OBJECTIVES: Approve job description for Firefighter**

**ISSUE BACKGROUND/PREVIOUS ACTIONS: In looking for a job description for “Firefighter” was unable to location one/ PFC also did not have one**

**PROPOSAL: Approve job description for firefighter**

**ADVANTAGES:**

**DISADVANTAGES:**

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

**RECOMMENDED ACTION: Approve job description for Firefighter**

**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): Firefighter job description**

**Position Title:** Paid Per Call Firefighter

**Department:** Fire Department

**Reports to:** Fire Chief

**Position Summary:** Under general direction of the Fire Chief, Deputy Fire Chief, Captains and Lieutenants, the primary function of a Kronenwetter Firefighter is to protect the community from disaster situations, including house and building fires, and promote an environment of public safety within the Village of Kronenwetter Fire Department’s response area. This position also participates in fire prevention and inspection activities, equipment and fire station maintenance, and training dealing with all phases of fire suppression, prevention, inspection, rescue and emergency operation. This position in the course of its duty may be exposed to Blood-born pathogens, as well as other unsafe conditions directly relating to fire suppression and control.

The Village of Kronenwetter Police and Fire Commission and the Fire Chief will interview all qualified candidates and will confirm or deny individuals hired as firefighters.

**Essential Job Functions:** The Fire Department does not intend the Essential Job Function list to be an exhaustive list of all responsibilities, duties, and skills. The Fire Department intends that the list to be an accurate summary of what the job classification involves and what is required to perform it. Employees are responsible for all other duties as assigned.

1. Responds to fire alarms and extinguishes fires.
2. Performs salvage operations such as throwing salvage covers, sweeping water and removing debris.
3. Responds to and renders assistance in emergency cases.
4. Cleans and inspects equipment and apparatus after returning from a fire and notifies superior officer of any defects.
5. Performs routine preventative maintenance tasks and keeps records of such action.
6. Keeps fire station, equipment, and grounds in a clean and orderly condition.
7. Participates in training activities and instruction sessions.
8. Performs various public information or education tasks.
9. Enters inspection, training and (on occasion) fire and emergency medical service calls into the records management systems.
10. Completes time cards and submits those to superiors for approval and submittal to the Village Clerk.
11. Performs all work duties and activities in accordance with Fire Department policies and procedures.
12. Works in a safe manner and reports unsafe activity and conditions to a superior if someone is not following Fire Department safety procedures.
13. Performs other duties as assigned.

**MINIMUM QUALIFICATIONS:**

1. Must complete pre-employment testing and background investigation;
2. Valid Wisconsin driver’s license required.

**PHYSICAL DEMANDS**

The physical demands described here are representative of those that employees must meet to perform the essential functions of this job. The Village may make reasonable accommodations to enable individuals with disabilities to perform the essential functions.

1. Ability to operate fire suppression equipment after being trained in how to do so with some equipment requiring complex and rapid adjustments.
2. Ability to exert physical effort in work, typically involving lifting, carrying, pushing and pulling of at least 50 pounds, although extreme cases can exist which exceed this limit.
3. Ability to work under dangerous conditions where exposure to environmental factors such as temperature variations and extremes, toxic agents, noise, machinery, and/or dust, may cause discomfort and there is risk of injury.
4. Sufficient clarity of speech and hearing and other communication capabilities, with or without reasonable accommodation, which permits the employee to communicate effectively, including during emergency situations which may involve a high degree of noise;
5. Sufficient vision and other powers of observation, with or without reasonable accommodation, which permits the employee to effectively operate at a fire or related emergency scene.
6. Sufficient manual dexterity with or without reasonable accommodation, which permits the employee to operate equipment used in fire fighting;
7. Sufficient personal mobility and physical reflexes, with or without reasonable accommodation, which permits the employee to perform all duties involved in protecting life and property.

**MEDICAL REQUIREMENT:**

Applicants may be required to submit to a medical examination prior to appointment, consistent with the requirements of the position.



# REPORT TO APC

ITEM NAME: Commercial  
 Crime Insurance Policy  
 MEETING DATE: 06/20/2023  
 PRESENTING COMMITTEE:  
 COMMITTEE CONTACT:  
 STAFF CONTACT: Bobbi Birk-  
 LaBarge  
 PREPARED BY: Bobbi Birk-  
 LaBarge

**ISSUE:** Develop and pass an ordinance to replace the Treasurer’s bond and other employee bonding currently paid annually through Liberty Mutual Insurance Company with commercial crime insurance included in the villages current crime policy – Travelers #107014378 effective date of policy 12/15/2022-12/15/2023 for coverage up to \$250,000 per employee incident with a \$1000.00/deductible.

**OBJECTIVES:** To save the village yearly monetary funding by eliminating costly bonds and replacing them with already included commercial crime insurance with our liability carrier – SPECTRUM - for coverage of employee dishonesty.

**ISSUE BACKGROUND/PREVIOUS ACTIONS:** The village has chosen to historically pay bonding fees for employees. These fees have proven to be costly to the village. The State of WI allows for municipalities to use a Commercial Crime policy as a substitute for required bond. We can replace the Treasurer’s bond and other required employee bonds with our current carrier – Spectrum. The Village of Kronenwetter will need to pass an ordinance confirming a separate bond is not required for certain positions. VOK does have a commercial crime insurance policy with \$250,000.00 employee dishonesty limit that would suffice as a substrate for the bond through Liberty Mutual Insurance. This is “per loss coverage” limit not “per employee”.

**Current Coverage through Liberty Mutual: The cost in 2022 was \$1605.00**

Name	Position	Amount
Lisa Kerstner	Treasurer/Finance Director	\$250,000
Bobbi Birk-LaBarge	Village Clerk	\$25,000
Daniel Cveykus	Municipal Judge	\$55,000
Sarah Kaitlyn Fisher	Acct’s Payable Clerk	\$100,000
Dianne Drew	Court Clerk/Police Clerk	\$55,000
Kimberly R. Coyle	Water Utility Clerk	\$250,000

**PROPOSAL:** Pass an ordinance confirming a separate bond is not required for positions having access to money or valued property.

**ADVANTAGES:** Cost savings to VOK of roughly \$1600.00/yearly.

**DISADVANTAGES:** N/A

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

**RECOMMENDED ACTION: Recommend a commercial crime insurance coverage ordinance be drafted and adopted to replace the use of bonding for village employees to comply with the State of Wisconsin guidelines.**

**OTHER OPTIONS CONSIDERED: Continue to use and pay Liberty Mutual for additional insurance already coverage by our current carrier**

**TIMING REQUIREMENTS/CONSTRAINTS: ASAP**

**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):**

**755.03 Oath and bond.**

- (1) The judge shall, after election or appointment, take and file the official oath as prescribed in s. [757.02 \(1\)](#) and at the same time, if required to do so by a city's, village's, or town's governing body, execute and file an official bond in an amount to be fixed by the governing body. **If the governing body does not require the judge to execute and file an official bond, the governing body shall obtain a dishonesty insurance policy or other appropriate insurance policy that covers the judge, in an amount fixed by the governing body, in lieu of the bond requirement.** The governing body shall pay the costs of the bond or insurance policy. No judge may act as such until he or she has complied with the requirements of sub. (2).
- (2) Within 10 days after a municipal judge takes the oath, the judge shall file the oath and, if required to do so as described in sub. (1), the official bond with the clerk of the city, town or village where the judge was elected or appointed. If the municipal judge is elected under s. [755.01 \(4\)](#), the judge shall file copies of the oath and bond with each applicable municipal clerk. The judge shall file a certified copy of the oath with the office of director of state courts within the 10-day time period after the judge takes the oath.

**History:** [1977 c. 187 s. 94](#); [1977 c. 305](#); Stats. 1977 s. 755.03; Sup. Ct. Order, 88 Wis. 2d xiii (1979); [1983 a. 192](#); [1985 a. 89, 304](#); [2009 a. 402](#); [2017 a. 51](#); [2019 a. 113](#).



# Fidelity and Crime Coverage

## COVERAGE HIGHLIGHTS

Employee dishonesty is costly and pervasive.

### Why you need protection

The Association of Certified Fraud Examiners, Inc. recently found that the characteristics of employee fraud are similar regardless of where the fraud occurred and that a typical organization will lose five percent (5%) of its revenues to fraud each year.\*

Maintaining strong, enforceable internal controls is a priority for many organizations, regardless of their size. Yet even the best internal controls, background checks and audit practices, no matter how well conceived, frequently fall short of stopping a trusted employee from engaging in fraudulent activity. The average loss caused by employee dishonesty is \$140,000 with one in every five cases reporting a loss of at least \$1M.\*

### Coverage highlights

Travelers fidelity and crime coverage offers multiple insuring agreements to provide protection for exposures such as loss from forgery or alteration, loss of money and securities and reimbursement for claim expenses.

Additionally, funds transfer fraud and computer fraud are threats that every organization must consider. These perils may include malicious software, such as Trojan horse programs, and spoofing techniques designed to circumvent online authentication methods.

Travelers electronic funds transfer fraud coverage and computer fraud coverage, when purchased together, can protect your assets against what can be complex and unique perils.

### Claim scenarios

#### Stolen inventory – \$345,000

A regional sales director took on additional inventory of products for alleged seasonal sales pushes. In reality, a portion of that inventory was sold “out the back door” unbeknownst to corporate headquarters. That same sales director had been named “Employee of the Year” several times over his 17-year career.



**20 percent**

The number of employee dishonesty cases that result in a loss of at least \$1M.\*

#### False payment – \$1,600,000

In less than a year, a sales supervisor located outside of the United States caused a loss of \$1.6 million to his employer. When customers legitimately purchased and received goods, the employee stole their payments for his own use. The employee attempted to cover up the loss by substituting fraudulent checks drawn upon other third party entities. The employer was under insured, so insurance only paid \$500,000, leaving the employer on the hook for \$1.1 million.

\*Association of Certified Fraud Examiners 2012 Report to the nations. <http://www.acfe.com/rttt-highlights.aspx>

**Why Travelers?**

- We've provided effective insurance solutions for more than 150 years and address the needs of a wide range of industries.
- We consistently receive high marks from independent ratings agencies for our financial strength and claims-paying ability.
- With offices nationwide, we possess national strength and local presence.
- Our dedicated underwriters and claim professionals offer extensive industry and product knowledge.



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**Travelers knows Fidelity and Crime Coverage.**

To learn more, talk to your independent agent or broker or visit [travelersbond.com](http://travelersbond.com).

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Available through the *Wrap+*<sup>®</sup> and *Executive Choice+*<sup>®</sup> product suites.

**travelersbond.com**

Travelers Casualty and Surety Company of America and its property casualty affiliates. One Tower Square, Hartford, CT 06183

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# Travelers Claim Services Guide

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## COMMERCIAL CRIME INSURANCE AND FINANCIAL INSTITUTION BOND INSURANCE

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Commercial crime insurance, sometimes referred to as a “fidelity bond,” protects insureds from losses arising from employee theft, burglary, robbery, forgery, fraudulent money orders, counterfeit money, computer crime, funds transfer fraud, and certain claim expenses. Other crime-related coverages include identity fraud expense reimbursement, kidnap and ransom, government entity commercial crime, and ERISA employee dishonesty.

Financial institution bond crime insurance protects insureds from losses arising out of employee dishonesty, robbery, forgery, in-transit, counterfeit currency, computer theft, kidnap and ransom, and certain claim expenses. Other bond-related coverages can include ATM losses.

**How do I report a claim?**

Immediately notify your agent or broker when a claim is made against you or you wish to make a claim. You must also comply with any other specific claim reporting instructions set forth in your policy.

**To notify Travelers directly, please contact:**

Fax: 888.460.6622  
 Email: [BSIclaims@travelers.com](mailto:BSIclaims@travelers.com)  
 Travelers Bond & Specialty Insurance Claim  
 P.O. Box 2989  
 Hartford, CT 06104-2989

**Kidnap and Ransom Claims**

Call Constellis (available 24/7/365)  
 U.S.: 713.918.6401  
 UK: +44 (0) 207.240.3237  
 Travelers: 800.842.8496

**Identity Fraud Expense Reimbursement Claims**

[BondClaimIDFraud@travelers.com](mailto:BondClaimIDFraud@travelers.com)  
 or call 800.842.8496

**Please refer to your policy for your duties in the event of a claim.**

### What happens after I report a claim?

The life cycle of a claim varies depending on the nature of the claim. However, the claim process generally includes the following steps:

#### 1. Acknowledgment

A letter will be sent to you and your agent to acknowledge Travelers’ receipt of the claim notice. This acknowledges receipt of the matter and provides you with a claim number and the name and contact information of the claim professional assigned to the matter. It will include instructions regarding the submission of your proof of loss.

#### 2. Proof of loss submission

Within the time specified in your bond or policy, you must submit a detailed, sworn proof of loss with supporting documents.

#### 3. Information gathering and investigation

Our formal investigation begins upon receipt of the proof of loss from you. The claim professional may engage an expert to assist in this process. You may receive communications requesting additional information in order to assist in the investigation of the claim.

#### 4. Coverage determination

Travelers will send you a letter that outlines the coverage available under the policy. This letter should be viewed as an informative document, setting forth the terms, conditions and exclusions contained within the policy that may apply to your claim. It may also explain why a matter does not fall within the coverage provided.

#### 5. Resolution

We strive to resolve claims as expeditiously as possible. The investigation period depends on many factors. Types of claims that may require fact-intensive investigation are:

- Losses involving many transactions
- Losses occurring over an extended period of time

#### 6. Release and assignment

You may be asked to sign a release and assignment of your claim. This document permits Travelers to pursue recovery from any parties responsible for the loss.

**Superior customer service**

Travelers understands that life is full of uncertainty. Rest assured that, whenever possible, our claim professionals are ready to help. When you call, you can always expect to be assisted promptly and treated with the utmost respect, integrity, professionalism and skill.

**Just call us at 1.800.842.8496**

**When should I report a claim?**

**If you think it is a claim, it probably is.**

You should report a claim as soon as possible. This means that as soon as you become aware of a claim, you should report the matter. When in doubt, report it and let Travelers make the determination as to whether the matter is or is not a claim. The sooner Travelers is notified, the sooner we can become involved in the process and offer assistance to you. A delay in reporting may cause all or part of a claim to fall outside of the coverage provided.

**Who will handle my claim?**

Your claim will be handled by a Travelers Bond & Specialty Insurance claim professional. The Bond & Specialty Insurance claim department is made up of diverse claim and legal professionals. We employ claim professionals throughout the United States and provide personal, localized claim service. We work directly with insureds, policyholders, agents and brokers, and are committed to delivering world-class service to all of our customers.

**Dedicated recovery management services**

To enhance potential for recovery of the loss, including your deductible, Travelers Bond & Specialty Insurance has a dedicated recovery management unit. Our staff has expertise and experience with:

- Preservation of recovery opportunities
- Federal and state laws impacting recovery
- Criminal proceedings
- Financial analysis
- Creditors rights
- Third party bank liability
- Attachment of real property
- Online resources to identify assets

**Does Travelers provide other services?**

**Risk Management PLUS+ Online® website**

As a service to our customers, Travelers provides a comprehensive online risk management program to assist you in mitigating crime exposures, and includes information on current crime schemes and trends.

Link to the Risk Management PLUS+ Online website: [rmpplusonline.com](http://rmpplusonline.com).

**Constellis Kidnap and Ransom Response Team**

With the purchase of the Kidnap and Ransom insuring agreement on the Commercial Crime Policy, in the event of an incident, and as part of its exclusive relationship with Travelers, you have 24/7/365 access to Constellis, who will immediately provide assistance with:

- Securing the safe release of the insured victim
- Managing an extortion demand
- Managing an unwarranted detention

The initial consultation with Constellis includes advice on security requirements, crisis prevention and crisis management planning.

Additional information is available online at [Constellis.com](http://Constellis.com).



**travelersbond.com**

Travelers Casualty and Surety Company of America and its property casualty affiliates. One Tower Square, Hartford, CT 06183

This material does not amend, or otherwise affect, the provisions or coverages of any insurance policy or bond issued by Travelers. It is not a representation that coverage does or does not exist for any particular claim or loss under any such policy or bond. Coverage depends on the facts and circumstances involved in the claim or loss, all applicable policy or bond provisions, and any applicable law. Availability of coverage referenced in this document can depend on underwriting qualifications and state regulations.

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**CRIME  
DECLARATIONS**

**POLICY NO. 107014378**

**Travelers Casualty and Surety Company of America  
Hartford, Connecticut  
(A Stock Insurance Company, herein called the Company)**

<b>ITEM 1</b>	<p><b>NAMED INSURED:</b></p> <p><b>VILLAGE OF KRONENWETTER</b></p> <p>D/B/A:</p> <p>Principal Address: <b>1582 KRONENWETTER DR KRONENWETTER, WI 54455</b></p>
<b>ITEM 2</b>	<p><b>POLICY PERIOD:</b></p> <p>Inception Date: <b>December 15, 2022</b>      Expiration Date: <b>December 15, 2023</b> 12:01 A.M. standard time both dates at the Principal Address stated in ITEM 1.</p>
<b>ITEM 3</b>	<p><b>ALL NOTICES OF CLAIM OR LOSS MUST BE SENT TO THE COMPANY BY EMAIL, FACSIMILE, OR MAIL AS SET FORTH BELOW:</b></p> <p><b>Email: BS1claims@travelers.com</b> <b>Fax: 1-888-460-6622</b></p> <p><b>Mail: Travelers Bond &amp; Specialty Insurance Claim</b> <b>P.O. Box 2989</b> <b>Hartford, CT 06104-2989</b></p> <p><b>Overnight Mail: Travelers Bond &amp; Specialty Insurance Claim</b> <b>One Tower Square, S202A</b> <b>Hartford, CT 06183</b></p> <p><b>For questions related to claim reporting or handling, please call 1-800-842-8496.</b></p>
<b>ITEM 4</b>	<p><b>COVERAGE INCLUDED AS OF THE INCEPTION DATE IN ITEM 2:</b></p> <p>Crime</p>

**ITEM 5**

<b>CRIME</b>		
<b>Insuring Agreement</b>	<b>Single Loss Limit of Insurance</b>	<b>Single Loss Retention</b>
<b>A. Fidelity</b> 1. Employee Theft 2. ERISA Fidelity 3. Employee Theft of Client Property	<b>See Endorsement Not Covered Not Covered</b>	
<b>B. Forgery or Alteration</b>	<b>\$250,000</b>	<b>\$1,000</b>
<b>C. On Premises</b>	<b>\$250,000</b>	<b>\$1,000</b>
<b>D. In Transit</b>	<b>\$250,000</b>	<b>\$1,000</b>
<b>E. Money Orders and Counterfeit Money</b>	<b>\$250,000</b>	<b>\$1,000</b>
<b>F. Computer Crime</b> 1. Computer Fraud 2. Computer Program and Electronic Data Restoration Expense	<b>\$250,000</b>  <b>\$250,000</b>	<b>\$1,000</b>  <b>\$1,000</b>
<b>G. Funds Transfer Fraud</b>	<b>\$250,000</b>	<b>\$1,000</b>
<b>H. Personal Accounts Protection</b> 1. Personal Accounts Forgery or Alteration 2. Identity Fraud Expense Reimbursement	<b>Not Covered</b>  <b>Not Covered</b>	
<b>I. Claim Expense</b>	<b>\$5,000</b>	<b>\$0</b>

<p><b>ITEM 5. (Cont'd)</b></p>	<p>If "<i>Not Covered</i>" is inserted above opposite any specified Insuring Agreement, or if no amount is included in the Limit of Insurance, such Insuring Agreement and any other reference thereto is deemed to be deleted from this <b>Crime Policy</b>.</p> <p><b>Policy Aggregate Limit of Insurance:</b>    <input type="checkbox"/> Applicable                      <input checked="" type="checkbox"/> Not Applicable</p> <p>If a Policy Aggregate Limit of Insurance is applicable, then the Policy Aggregate Limit of Insurance for each <b>Policy Period</b> for Insuring Agreements A through H, inclusive, is:                      <b>Not Applicable</b></p> <p>If a Policy Aggregate Limit of Insurance is not included, then this <b>Crime Policy</b> is not subject to a Policy Aggregate Limit of Insurance as set forth in Section V. CONDITIONS B. PROVISIONS AFFECTING LOSS ADJUSTMENT AND SETTLEMENT 1. <u>Limit of Insurance</u> a. <u>Policy Aggregate Limit of Insurance</u>.</p> <p><b>Cancellation of Prior Insurance:</b> By acceptance of this <b>Crime Policy</b>, the <b>Insured</b> gives the Company notice canceling prior policies or bonds issued by the Company that are designated by policy or bond numbers <b>Not Applicable</b>, such cancellation to be effective at the time this <b>Crime Policy</b> becomes effective.</p> <p><b>INSURED'S PREMISES COVERED:</b></p> <p>All Premises of the Insured in the United States of America, its territories and possessions, Canada, or any other country throughout the world, except: <b>Not Applicable</b></p>
<p><b>ITEM 6</b></p>	<p><b>PREMIUM FOR THE POLICY PERIOD:</b></p> <p><b>\$1,280.00</b>                                      Policy Premium</p> <p><b>N/A</b>    Annual Installment Premium</p>
<p><b>ITEM 7</b></p>	<p><b>FORMS AND ENDORSEMENTS ATTACHED AT ISSUANCE:</b> <b>ACF-7006-0511; CRI-3001-0109; CRI-7126-0109; CRI-7129-0109; CRI-19072-0315; CRI-19101-1117; CRI-19115-0519; CRI-19085-0919; CRI-19122-1120; CRI-4025-0109; CRI-5050-0613</b></p>

THE DECLARATIONS, THE APPLICATION, THE CRIME TERMS AND CONDITIONS, ANY PURCHASED INSURING AGREEMENTS, AND ANY ENDORSEMENTS ATTACHED THERETO, CONSTITUTE THE ENTIRE AGREEMENT BETWEEN THE COMPANY AND THE NAMED INSURED.

Countersigned By \_\_\_\_\_

IN WITNESS WHEREOF, the Company has caused this policy to be signed by its authorized officers.



President



Corporate Secretary



**THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.**

**REMOVAL OF SHORT-RATE CANCELLATION ENDORSEMENT**

This endorsement changes the following:  
**Government Entity Crime**

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**It is agreed that:**

In any cancellation, termination or non-renewal provision, any reference to computing a premium on a short rate basis is replaced with a reference to computing such premium on a pro-rata basis.

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Nothing herein contained shall be held to vary, alter, waive or extend any of the terms, conditions, exclusions or limitations of the above-mentioned policy, except as expressly stated herein. This endorsement is part of such policy and incorporated therein.

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Issuing Company: **Travelers Casualty and Surety Company of America**

Policy Number: **107014378**



**CRIME**

**CRIME TERMS AND CONDITIONS**

**PLEASE READ ALL TERMS AND CONDITIONS CAREFULLY**

**CONSIDERATION CLAUSE**

**IN CONSIDERATION** of the payment of the premium stated in the Declarations, and subject to the Declarations and pursuant to all the terms, conditions, exclusions and limitations of this **Crime Policy**, the Company will pay the **Insured** for direct loss that the **Insured** sustains which is directly caused by a **Single Loss** taking place at any time and which is **Discovered** by the **Insured** during the **Policy Period** or during the Extended Period to Discover Loss pursuant to the terms set forth in Section V. CONDITIONS A. GENERAL CONDITIONS 3. Extended Period to Discover Loss.

**I. INSURING AGREEMENTS**

This **Crime Policy** provides coverage under each of the following Insuring Agreements. Notwithstanding the aforesaid, if ITEM 5 of the Declarations indicates that any Insuring Agreement is "*Not Covered*," then such Insuring Agreement and any other reference thereto is deemed to be deleted from this **Crime Policy**.

**A. FIDELITY**

- 1. Employee Theft

The Company will pay the **Insured** for the **Insured's** direct loss of, or direct loss from damage to, **Money, Securities and Other Property** directly caused by **Theft or Forgery** committed by an **Employee**, whether identified or not, acting alone or in collusion with other persons.

- 2. ERISA Fidelity

The Company will pay the **Insured** for direct loss of, or direct loss from damage to, **Money, Securities and Other Property** that belongs to an **Employee Benefit Plan**, directly caused by **Theft or Forgery** committed by a **Fiduciary**, whether identified or not, acting alone or in collusion with other persons.

- 3. Employee Theft of Client Property

The Company will pay the **Insured** for direct loss of, or direct loss from damage to, **Money, Securities and Other Property** sustained by the **Insured's Client**, directly caused by **Theft or Forgery** committed by an identified **Employee**.

**B. FORGERY OR ALTERATION**

The Company will:

- 1. pay the **Insured** for the **Insured's** direct loss directly caused by **Forgery** or alteration of, on or in any written **Covered Instruments** that are:

- a. made by, drawn by, or drawn upon, the **Insured**, or purport to have been so made or drawn; or
  - b. made or drawn by one acting as the **Insured's** agent, or purport to have been so made or drawn; and
2. reimburse the **Insured** for reasonable legal defense expenses that the **Insured** has paid if the **Insured** is sued for refusing to pay any written **Covered Instrument** under this Insuring Agreement B. on the basis that it has been **Forged** or altered. Reimbursement of such legal expenses is conditioned upon the **Insured's** receipt of the Company's prior written consent to defend against such suit. The amount of any legal expenses reimbursed under Insuring Agreement B. is in addition to the applicable Single Loss Limit of Insurance for Insuring Agreement B.

A signature that is a mechanical or electronic reproduction of a handwritten signature produced by a mechanical check-writing machine or a computer printer is treated the same as a handwritten signature. An **Electronic Signature** is not treated the same as a mechanical or electronic reproduction of a handwritten signature and is not a **Forgery** under this Insuring Agreement B.

For purposes of this Insuring Agreement B., the term "check" includes a "substitute check" as defined in the Check Clearing for the 21<sup>st</sup> Century Act, and will be treated the same as the original it replaced.

**C. ON PREMISES**

The Company will pay the **Insured** for:

- 1. the **Insured's** direct loss of **Money** or **Securities** located inside the **Premises** or **Financial Institution Premises** directly caused by **Theft**, committed by a person present inside such **Premises** or **Financial Institution Premises**;
- 2. the **Insured's** direct loss of **Money** or **Securities** located inside the **Premises** or **Financial Institution Premises** directly caused by disappearance, damage or destruction;
- 3. the **Insured's** direct loss of, or direct loss from damage to, **Other Property** located inside the **Premises**:
  - a. directly caused by an actual or attempted **Robbery**; or
  - b. in a safe or vault, directly caused by an actual or attempted **Safe Burglary**; and
- 4. the **Insured's** direct loss from damage to the **Premises** or its exterior resulting directly from an actual or attempted **Theft**, **Robbery** or **Safe Burglary**, if the **Insured** is the owner of the **Premises** or is liable for damage to it; or
- 5. the **Insured's** direct loss of, or loss from damage to, a locked safe, vault, cash register, cash box or cash drawer located inside the **Premises** resulting directly from an actual or attempted **Theft**, **Robbery** or **Safe Burglary**, if the **Insured** is the owner of the locked safe, vault, cash register, cash box or cash drawer or is liable for damage thereto.

**D. IN TRANSIT**

- 1. The Company will pay the **Insured** for the **Insured's** direct loss of **Money** or **Securities** directly caused by **Theft**, disappearance, damage or destruction while in transit outside the **Premises** and in the care and custody of:

- a. a **Messenger**, including while temporarily within the living quarters of a **Messenger**; or
  - b. an armored motor vehicle company.
2. The Company will pay the **Insured** for the **Insured's** direct loss of, or the **Insured's** direct loss from damage to, the **Insured's Other Property** directly caused by an actual or attempted **Robbery** while in transit outside the **Premises** and in the care and custody of:
- a. a **Messenger**; or
  - b. an armored motor vehicle company.
3. The Company will pay the **Insured** for the **Insured's** direct loss of, or direct loss from damage to, the **Insured's Other Property** directly caused by an actual or attempted **Theft** of the **Insured's Other Property** while it is temporarily within the living quarters of a **Messenger**.

Coverage under this Insuring Agreement D. begins immediately upon receipt of the **Money, Securities or Other Property** by the transporting party and ends immediately upon delivery to the designated recipient or its agent.

**E. MONEY ORDERS AND COUNTERFEIT MONEY**

The Company will pay the **Insured** for the **Insured's** direct loss directly caused by the **Insured's** good faith acceptance of:

- 1. original money orders, issued or purportedly issued by any post office, express company or bank located in the United States of America, its territories and possessions, Canada, or any other country in which the **Insured** maintains a physical **Premises**, that are not paid upon presentation; or
- 2. **Counterfeit Money**, of the United States of America, its territories and possessions, Canada, or any other country in which the **Insured** maintains a physical **Premises** that is acquired during the regular course of business;

in exchange for merchandise, **Money** or services.

**F. COMPUTER CRIME**

- 1. Computer Fraud

The Company will pay the **Insured** for the **Insured's** direct loss of, or direct loss from damage to, **Money, Securities and Other Property** directly caused by **Computer Fraud**.

- 2. Computer Program and Electronic Data Restoration Expense

The Company will pay the **Insured** for reasonable **Restoration Expense** that the **Insured** incurs to restore or replace damaged or destroyed **Computer Programs** or **Electronic Data** stored within the **Insured's Computer System** directly caused by a **Computer Violation**.

For purposes of this Insuring Agreement F.2., a **Single Loss** involving **Computer Program** and **Electronic Data Restoration Expense** applies to reasonable **Restoration Expense** incurred by the **Insured** between the time the **Insured Discovers** the damage or destruction and the time the

**Insured's Computer Program or Electronic Data** is restored to the level of operational capability that existed immediately preceding a **Computer Violation**. Recurrence of the same **Computer Virus** after the **Insured's Computer Program or Electronic Data** has been restored constitutes a separate **Single Loss**.

Payment of reasonable **Restoration Expense** applies:

- a. only to **Computer Programs** and **Electronic Data** which the **Insured** owns or leases, or for which the **Insured** is legally liable; and
- b. only if the **Insured** is unable to reproduce such **Computer Programs** or **Electronic Data** from back-up data copies.

Payment of reasonable **Restoration Expense** will be made to the **Insured** upon the completion of the restoration of the damaged or destroyed **Computer Programs** or **Electronic Data**.

If a **Single Loss** is covered under both Insuring Agreements F.1. and F.2., then only the Retention for a **Single Loss** under Insuring Agreement F.1. will be applicable and the payment of **Restoration Expense** under Insuring Agreement F.2. will be part of, and not in addition to, the Single Loss Limit of Insurance for Insuring Agreement F.1.

**G. FUNDS TRANSFER FRAUD**

The Company will pay the **Insured** for the **Insured's** direct loss of **Money** and **Securities** contained in the **Insured's Transfer Account** directly caused by **Funds Transfer Fraud**.

**H. PERSONAL ACCOUNTS PROTECTION**

- 1. Personal Accounts Forgery or Alteration

The Company will pay the **Insured**, on behalf of the **Insured's Management Staff Member**, for loss incurred by the **Insured's Management Staff Member**, directly caused by **Forgery** or alteration of, on or in any written **Covered Personal Instruments** that are:

- a. drawn upon personal accounts of the **Insured's Management Staff Member**, or purported to have been so drawn; or
- b. made or drawn by one acting as an agent of the **Insured's Management Staff Member**, or purport to have been so made or drawn.

A signature that is a mechanical or electronic reproduction of a handwritten signature produced by a mechanical check-writing machine or a computer printer will be treated the same as a handwritten signature. An **Electronic Signature** is not treated the same as a mechanical or electronic reproduction of a handwritten signature and is not a **Forgery** under this Insuring Agreement H.

For purposes of this Insuring Agreement H.1. the term "check" includes a substitute check as defined in the Check Clearing for the 21<sup>st</sup> Century Act, and will be treated the same as the original it replaced.

- 2. Identity Fraud Expense Reimbursement

The Company will reimburse the **Insured**, on behalf of the **Insured's Management Staff Member**, for **Identity Fraud Expense** incurred by the **Insured's Management Staff Member** as a direct result of any **Identity Fraud**.

## I. CLAIM EXPENSE

The Company will pay the **Insured** for reasonable **Claim Expenses** incurred and paid by the **Insured** to establish the existence, amount and preparation of the **Insured's** proof of loss in support of a covered claim for loss under any Insuring Agreement of this **Crime Policy**.

The following conditions specifically apply to this Insuring Agreement I.:

1. any **Claim Expenses** payable to the **Insured** are only applicable to any covered loss which exceeds the Single Loss Retention for the Insuring Agreement that is the subject of a claim under this **Crime Policy**;
2. **Claim Expenses** that are payable to the **Insured** are in addition to the Single Loss Limit of Insurance for the Insuring Agreement that is the subject of a claim under this **Crime Policy**; and
3. **Claim Expenses** payable to the **Insured** will be paid to the **Insured** at the same time as the payment of the valid and collectible loss under the Insuring Agreement that is the subject of a claim under this **Crime Policy**.

## II. GENERAL AGREEMENTS

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### A. JOINT INSURED

1. If the **Insured** consists of more than one entity, then the **First Named Insured** acts for itself and for every other **Insured** for all purposes of this **Crime Policy**.
2. If any **Insured**, or a partner or **Management Staff Member** of that **Insured**, has knowledge of any information relevant to this **Crime Policy**, that knowledge is considered knowledge of every **Insured**.
3. An **Employee** of any **Insured** is considered to be an **Employee** of every **Insured**.
4. The Company will not pay the **Insured** more for loss or losses sustained by more than one **Insured** than the amount the Company would pay if all loss or losses had been sustained by one **Insured**.
5. Payment by the Company to the **First Named Insured** for loss sustained by any **Insured**, or payment by the Company to the **Employee Benefit Plan** for loss sustained under Insuring Agreement A.2, fully releases the Company on account of such loss.
6. If this **Crime Policy** or any of its Insuring Agreements are canceled or terminated as to any **Insured**, loss sustained by that **Insured** is covered only if **Discovered** by the **Insured** during the period of time provided in the Extended Period To Discover Loss pursuant to the terms set forth in Section V. CONDITIONS A. GENERAL CONDITIONS 3. Extended Period to Discover Loss; provided, this extended period to discover loss terminates as to that **Insured** immediately upon the effective date of any other insurance obtained by that **Insured** replacing in whole or in part the insurance afforded by this **Crime Policy**, whether or not such other insurance provides coverage for loss sustained prior to its effective date.

### B. ADDITIONAL OFFICES

If the **Insured** establishes any additional offices, other than by consolidation with, merger with, purchase of, or acquisition of assets or liabilities of another organization while this **Crime Policy** is in effect, such offices are automatically covered by this **Crime Policy** from the date of such establishment without the requirement of notice to the Company or the payment of additional premium for the remainder of the **Policy Period**.

**C. CONSOLIDATION, MERGER OR PURCHASE OF ASSETS**

If, during the **Policy Period**, the **Insured** merges with, purchases or acquires the assets or liabilities of another entity, this **Crime Policy** will provide coverage for that merged, purchased, or acquired entity, subject to all other terms and conditions herein, but only for loss **Discovered** by the **Insured** after the effective date of such merger, purchase, or acquisition; provided, the **Insured** gives the Company written notice of such merger, purchase, or acquisition, and specific application has been submitted on the Company's form in use at the time, together with such documentation and information as the Company may require, all within 90 days after the effective date of such merger, purchase, or acquisition. Coverage for the merged, purchased, or acquired entity will not be afforded following such 90-day period unless the Company has agreed to provide such coverage, subject to any additional terms and conditions as the Company may require, and the **Insured** has paid the Company any additional premium as may be required by the Company. Any **Employee Benefit Plan** or **Sponsored Plan** acquired as above will be included as **Insureds** as specified in Item 1 of the Declarations.

The 90-day notice requirement and the 90-day limitation of coverage will not apply, provided: (1) the assets of the merged, purchased, or acquired entity do not exceed 30% of the total assets of all **Insureds** as reflected in the **Insured's** most recent fiscal year-end financial statement, or (2) the merger, purchase, or acquisition occurs less than 90 days prior to the end of the **Policy Period**.

**D. ACQUISITIONS**

If, during the **Policy Period**, the **Insured** acquires a **Subsidiary**, this **Crime Policy** will provide coverage for such **Subsidiary** and its respective **Management Staff Members, Employee Benefit Plans, and Sponsored Plans**, subject to all other terms and conditions of this **Crime Policy**, provided written notice of such acquisition has been given to the Company, and specific application has been submitted on the Company's form in use at the time, together with such documentation and information as the Company may require, all within 90 days after the effective date of such acquisition. Coverage for such **Subsidiary** will not be afforded following such 90-day period unless the Company has agreed to provide such coverage, subject to any additional terms and conditions as the Company may require, and the **Insured** has paid the Company any additional premium as may be required by the Company.

The 90-day notice requirement and the 90-day limitation of coverage will not apply provided that: (1) the assets of the acquired **Subsidiary** do not exceed 30% of the **Insured's** total assets as reflected in the **Insured's** most recent fiscal year-end financial statement; or (2) the acquisition occurs less than 90 days prior to the end of the **Policy Period**.

**E. CHANGE OF CONTROL – NOTICE REQUIREMENTS**

When the **Insured** learns that a **Change of Control** has taken place as to any **Insured**, or will take place during the **Policy Period**, the **Insured** must give the Company written notice within 90 days of the effective date of such **Change of Control**.

**III. DEFINITIONS**

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Wherever appearing in this **Crime Policy**, the following words and phrases appearing in bold type have the meanings set forth in this Section III. DEFINITIONS:

A. **Change of Control** means:

1. the acquisition of any **Insured**, or of all or substantially all of its assets, by another entity, or the merger or consolidation of any **Insured** into or with another entity such that the **Insured** is not the surviving entity; or
2. the obtaining by any person, entity or affiliated group of persons or entities of the right to elect, appoint or designate more than 50% of the board of directors or board of managers or to exercise a majority control of the board of directors, board of managers, or a functional equivalent thereof of any **Insured**.

- B. **Claim Expenses** means reasonable fees, costs and expenses of outside accountants, attorneys, consultants or experts retained by the **Insured** to determine the amount and extent of loss covered under this **Crime Policy**. The reasonableness of such expenses will be determined by the Company. The phrase does not mean or include any of the **Insured's** internal corporate fees, costs (direct or indirect), obligations or **Employee** wages and salaries.
- C. **Client** means an entity designated as a **Client** by endorsement to this **Crime Policy** for which the **Insured** performs services as specified in a written agreement, but only while the written agreement is in effect.
- D. **Client's Premises** means the interior of that portion of any building the **Insured's Client** occupies in conducting its business.
- E. **Computer Fraud** means:

The use of any computer to fraudulently cause a transfer of **Money**, **Securities** or **Other Property** from inside the **Premises** or **Financial Institution Premises**:

  - 1. to a person (other than a **Messenger**) outside the **Premises** or **Financial Institution Premises**; or
  - 2. to a place outside the **Premises** or **Financial Institution Premises**.
- F. **Computer Program** means a set of related electronic instructions that direct the operations and functions of a **Computer System** or devices connected to it that enable the **Computer System** or devices to receive, process, store, retrieve, send, create or otherwise act upon **Electronic Data**.
- G. **Computer System** means a computer and all input, output, processing, storage and communication facilities and equipment that are connected to such a device and that the operating system or application software used by the **Insured** are under the direct operational control of the **Insured**. Off-line media libraries are deemed to be part of such **Computer System**.
- H. **Computer Violation** means:
  - 1. a **Computer Virus** designed to damage or destroy a **Computer Program** or **Electronic Data**; or
  - 2. vandalism by a natural person, including an **Employee**, who has gained unauthorized electronic access to the **Insured's Computer System**.
- I. **Computer Virus** means a set of unauthorized instructions, programmatic or otherwise:
  - 1. directed solely against the **Insured**; and
  - 2. that propagate themselves through the **Computer System** or networks;

provided such instructions were maliciously introduced by a natural person.
- J. **Counterfeit** means an imitation of **Money** that is intended to deceive and to be taken as genuine.
- K. **Covered Instruments** means:
  - 1. checks, drafts, promissory notes, bills of exchange or similar written promises, orders or directions to pay a sum certain in **Money**; and
  - 2. written instruments required in conjunction with any transaction involving any **Credit, Debit or Charge Card** issued to the **Insured**, the **Insured's Employees** or the **Insured's Management Staff Members** for business purposes.
- L. **Covered Personal Instruments** means:
  - 1. checks, drafts, promissory notes or similar written promises, orders or directions to pay a sum certain in **Money**; and



2. written instruments required in conjunction with any transaction involving any **Credit, Debit or Charge Card** issued to a **Management Staff Member** for personal use.

M. **Credit, Debit or Charge Card** means any card, plate or other similar device used for the purpose of obtaining **Money**, property, labor or services on credit or for immediate payment. The terms do not mean a note, check, draft, money order or other negotiable instrument.

N. **Crime Policy** means, collectively, the Declarations, the application, the Crime Terms and Conditions, and any endorsements attached thereto.

O. **Digital Signature** means an electronic identifier created by computer, within, attached to or logically associated with a record and executed or adopted by a person with the intent to sign the record.

P. **Discover, Discovered, or Discovery** means the moment when the **Insured**, any partner in the **Insured**, or **Management Staff Member**:

1. first become(s) aware of facts that would cause a reasonable person to assume that a loss of a type covered by this **Crime Policy** has been or will be incurred, regardless of when the act or acts causing or contributing to such loss occurred, even though the exact details of loss may not then be known; or
2. first receive(s) notice of a claim against the **Insured** alleging facts which, if true, would constitute a loss under this **Crime Policy**,

whichever occurs first.

Q. **Electronic Data** means facts or information converted to a form:

1. usable in a **Computer System**;
2. that does not provide instructions or directions to a **Computer System**; or
3. that is stored on electronic processing media for use by a **Computer Program**.

R. **Electronic Signature** means a **Digital Signature**, an electronic sound, symbol or process, within, attached to, or logically associated with a record and executed or adopted by a person with the intent to sign the record.

S. **Employee** means:

1. any natural person:
  - a. while in the **Insured's** service or for 60 days after termination of service, unless such termination is due to **Theft** or **Forgery** or any other dishonest act committed by the **Employee**;
  - b. who the **Insured** compensates directly by salary, wages or commissions; and
  - c. who the **Insured** has the right to direct and control while performing services for the **Insured**;
2. any natural person who is temporarily furnished to the **Insured**:
  - a. to substitute for an **Employee** as set forth in paragraph 1. above, who is on medical, military or other leave of absence; or
  - b. to meet seasonal or short-term workload conditions;

while that person is subject to the **Insured's** direction and control and performing services for the **Insured**; provided, any such natural person who has care and custody of property outside the **Premises** is specifically excluded from this definition;

3. any natural person, other than a temporary **Employee** described in paragraph 2. above, who is leased to the **Insured** under a written agreement between the **Insured** and a labor leasing firm, while that person is subject to the **Insured's** direction and control and performing services for the **Insured**;
  
4. any natural person:
  - a. who is a member of the board of directors, member of the board of trustees or **LLC Manager** while acting as a member of any of the **Insured's** elected or appointed committees, including any member of such committee, to perform on the **Insured's** behalf, specific, as distinguished from general, directorial acts;
  - b. who is a non-compensated officer;
  - c. other than a non-compensated fund solicitor, while performing services for the **Insured** that are usual to the duties of an **Employee** or officer;
  - d. while acting as a non-compensated fund solicitor during fund raising campaigns;
  - e. who is a former **Employee**, member of the board of directors, partner, **LLC Manager**, or member of the board of trustees retained as a consultant while that person is subject to the **Insured's** direction and control and performing services for the **Insured**;
  - f. who is a guest student or intern pursuing studies or duties in any of the **Insured's** offices or **Premises**; while such person is subject to the **Insured's** direction and control and performing services for the **Insured**;
  - g. who is a volunteer, while such person is subject to the **Insured's** direction and control and is performing services for the **Insured**, or
  
5. any attorney retained by the **Insured**, and any employee of such attorney, while performing legal services for the **Insured**.

**Employee** also means any individual described in paragraphs 1-5 above while such person is on medical, military, or other leave of absence from the **Insured**. Coverage applies to any such **Employee** while on leave, regardless of whether such person remains subject to the **Insured's** direction and control during the time of leave.

**Employee** does not mean any agent, broker, factor, commission merchant, consignee, independent contractor or representative or other person of the same general character not specified in paragraphs 1. through 5. above.

- T. **Employee Benefit Plan** means an employee welfare benefit plan or an employee pension benefit plan as more fully set forth in Title 1, Section 3 of the Employee Retirement Income Security Act of 1974 and any amendments thereto (ERISA) and which is solely sponsored by an **Employee Benefit Plan Sponsor**.
- U. **Employee Benefit Plan Sponsor** means:
1. the **First Named Insured**,
  2. any **Subsidiary**, or
  3. any other entity listed in Item 1. of the Declarations.

V. **Fiduciary** means any natural person who is a trustee, an officer, an **Employee** or an administrator of any **Employee Benefit Plan**; and any person, or a member of the board of directors, an officer, an **Officer-Shareholder**, a member of the board of trustees, an **LLC Manager**, or an **Employee** while that person is handling **Money**, **Securities** and **Other Property** that belongs to any **Employee Benefit Plan**.

**Fiduciary** does not mean any agent, broker, independent contractor, broker/dealer, registered representative, investment advisor, custodian or other person or entity of the same general character.

W. **Financial Institution** means:

1. a bank, trust company, savings bank, credit union, savings and loan association or similar thrift institution; or
2. a stock brokerage firm, mutual fund, liquid assets fund or similar investment institution.

X. **Financial Institution Premises** means the interior of that portion of any building occupied by a **Financial Institution** (including any night depository chute and any safe maintained by such **Financial Institution**), transfer agent or registrar or similarly recognized place of safe deposit.

Y. **First Named Insured** means the entity first named in ITEM 1 of the Declarations.

Z. **Forgery**, or **Forged** means the signing of the name of another person or organization with a handwritten signature physically affixed directly to a **Covered Instrument** or **Covered Personal Instrument**, without authority and with the intent to deceive; it does not mean a signature that consists in whole or in part of one's own name signed with or without authority in any capacity, for any purpose.

AA. **Funds Transfer Fraud** means:

1. an electronic, telegraphic, cable, teletype or telephone instruction fraudulently transmitted to a **Financial Institution** directing such institution to debit a **Transfer Account** and to transfer, pay or deliver **Money** or **Securities** from the **Transfer Account** which instruction purports to have been transmitted by the **Insured**, but was in fact fraudulently transmitted by someone other than the **Insured** without the **Insured's** knowledge or consent;
2. a fraudulent written instruction, other than one covered under Insuring Agreement B., issued to a **Financial Institution** directing such **Financial Institution** to debit a **Transfer Account** and to transfer, pay or deliver **Money** or **Securities** from such **Transfer Account** by use of an electronic funds transfer system at specified intervals or under specified conditions, which written instruction purports to have been issued by the **Insured** but was in fact fraudulently issued, **Forged** or altered by someone other than the **Insured** without the **Insured's** knowledge or consent; or
3. an electronic, telegraphic, cable, teletype, telefacsimile, telephone or written instruction initially received by the **Insured**, which purports to have been transmitted by an **Employee**, but which was in fact fraudulently transmitted by someone else without the **Insured's** or the **Employee's** consent.

BB. **Identity Fraud** means the act of knowingly transferring or using, without lawful authority, a means of identification of a **Management Staff Member** with the intent to commit, aid, or abet any unlawful activity that constitutes a violation of federal law or a felony under any applicable jurisdiction.

CC. **Identity Fraud Expense** means:

1. costs for notarizing fraud affidavits or similar documents for credit agencies, financial institutions, merchants or other credit grantors that have required that such affidavits be notarized;
2. costs for certified mail to law enforcement agencies, credit agencies, financial institutions, merchants or other credit grantors;

3. costs for long distance telephone calls to law enforcement agencies, credit agencies, financial institutions, merchants or other credit grantors to report or discuss any actual **Identity Fraud**;
4. lost wages, up to a maximum payment of \$1,000. per week for a maximum period of five (5) weeks, as a result of absence from employment:
  - a. to communicate with law enforcement agencies, legal counsel, credit agencies, financial institutions, merchants or other credit grantors;
  - b. to complete fraud affidavits or similar documents; or
  - c. due to wrongful incarceration arising solely from someone having committed a crime in the **Management Staff Member's** name; provided, that lost wages will not apply in the case of wrongful incarceration absent all charges being dismissed or an acquittal;
5. loan application fees for re-applying for a loan or loans when the original application is rejected solely because the lender received incorrect credit information;
6. reasonable attorney fees incurred, with the Company's prior written consent, for:
  - a. defense of lawsuits brought against the **Insured's Management Staff Member** by financial institutions, merchants, other credit grantors or their collection agencies;
  - b. the removal of any criminal or civil judgments wrongly entered against the **Insured's Management Staff Member**; or
  - c. challenging the accuracy or completeness of any information in a consumer credit report; and
7. costs for daycare and eldercare incurred solely as a direct result of any **Identity Fraud Discovered** during the **Policy Period**.

**Identity Fraud Expense** does not include any expense or loss not listed in paragraphs 1. through 7. of this Definition CC..

DD. **Insured** means:

1. for the purposes of Insuring Agreement A.2., any and all **Employee Benefit Plans**;
    - a. which have been established or maintained by an **Employee Benefit Plan Sponsor** as of the inception date of this **Crime Policy**, or
    - b. which have been created or acquired by an **Employee Benefit Plan Sponsor** after the inception date of this **Crime Policy**, subject to the provisions of General Agreements C and D.
- or
2. for the purposes of all other Insuring Agreements:
    - a. the **First Named Insured**,
    - b. any **Subsidiary**,
    - c. any **Sponsored Plan**, or
    - d. any other entity listed in Item 1. of the Declarations.

EE. **LLC Manager** means any natural person who was, is or becomes a manager, member of the board of managers, or a functionally equivalent executive of a limited liability company.

FF. **LLC Member** means any natural person who has an ownership interest in a limited liability company.

- GG. **Management Staff Member** means the **Insured's** proprietor, natural person partner, member of the board of directors, member of the board of trustees, officer, risk manager, in-house general counsel, **LLC Manager**, or **LLC Member**.
- HH. **Messenger** means any **Management Staff Member**, or relative thereof, any **Officer-Shareholder**, or any **Employee**, duly authorized, while having care and custody of covered property outside the **Premises**.
- II. **Money** means a medium of exchange in current use and authorized or adopted by a domestic or foreign government, including currency, coins, bank notes, bullion, travelers' checks, registered checks and money orders held for sale to the public.
- JJ. **Officer-Shareholder** means any officer who has a 25% or greater ownership interest in any one or more **Insureds**.
- KK. **Other Property** means any tangible property other than **Money** and **Securities** that has intrinsic value.
- LL. **Policy Period** means the period from the Inception Date to the Expiration Date set forth in ITEM 2 of the Declarations. In no event will the **Policy Period** continue past the effective date of cancellation or termination of this **Crime Policy**.
- MM. **Premises** means the interior of that portion of any building the **Insured** occupies in conducting the **Insured's** business.
- NN. **Restoration Expense** means reasonable costs incurred by the **Insured** to reproduce **Computer Programs** or **Electronic Data** and enable the **Insured** to restore the **Insured's Computer System** to the level of operational capability that existed immediately preceding a **Computer Violation**.

**Restoration Expense** does not include:

1. the **Insured's** internal corporate costs and expenses, including **Employee** remuneration and any costs related to any legal action;
  2. expenses incurred as a result of the reconstruction of **Computer Programs** and **Electronic Data** recorded on media, including magnetic or optical media if there are no analyses files, specifications or backups of **Computer Programs** or **Electronic Data** held outside the **Premises**;
  3. expenses incurred as a result of the reconstruction of **Computer Programs** and **Electronic Data** if the **Insured** knowingly used illegal copies of programs;
  4. expenses incurred to render the **Computer Programs** and **Electronic Data** usable by replacement processing equipment;
  5. expenses incurred to design, update or improve **Computer Programs** or **Electronic Data** or to perfect their operation or performance;
  6. expenses incurred as a result of alteration in **Computer Programs** and **Electronic Data** held on magnetic media due to the effect of magnetic fields, incorrect usage of the **Computer Programs** and **Electronic Data**, or the obsolescence of the **Computer System**;
  7. the **Insured's** lost revenue, sales or profits; or
  8. expenses incurred by any customer.
- OO. **Robbery** means the unlawful taking of **Money**, **Securities** and **Other Property** from the care and custody of the **Insured**, the **Insured's** partners or any other person (except any person acting as a watchperson or janitor) by one who has:
1. caused or threatened to cause that person bodily harm; or
  2. committed an unlawful act witnessed by that person.
- PP. **Safe Burglary** means the unlawful taking of:
1. **Money**, **Securities** and **Other Property** from within a locked safe or vault by a person unlawfully entering the safe or vault as evidenced by marks of forcible entry upon its exterior; or

2. a safe or vault from inside the **Premises**.

QQ. **Securities** means written negotiable and non-negotiable instruments or contracts representing **Money** or property including:

- 1. tokens, tickets, revenue and other stamps (whether represented by actual stamps or unused value in a meter) in current use; and
- 2. evidences of debt issued in connection with any **Credit, Debit or Charge Card**, which cards are not issued by the **Insured**;

but does not include **Money**.

RR. **Single Loss** means:

- 1. for purposes of Insuring Agreement A.:
  - a. an individual act;
  - b. the combined total of all separate acts; or
  - c. a series of related acts;

committed by an **Employee** or committed by more than one **Employee** acting alone or in collusion with other persons both during and before the **Policy Period**;

2. for purposes of Insuring Agreements B. and H.1., all loss caused by any person, or loss in which that person is involved, whether the loss involves one or more written **Covered Instruments** or **Covered Personal Instruments**; and

3. for purposes of all other Insuring Agreements:

- a. any act or series of related acts or events involving one or more persons; or
- b. any act, acts or events involving a person or group of persons acting together;

whether identified or not, both during and before the **Policy Period**.

SS. **Sponsored Plan** means any employee benefit plan or employee pension benefit plan solely sponsored by any **Insured** that is not subject to the terms of ERISA.

TT. **Subsidiary** means:

- 1. any corporation, partnership, limited liability company or other entity, organized under the laws of any jurisdiction in which, on or before the Inception Date set forth in ITEM 2 of the Declarations, the **Insured** owns, directly or indirectly, more than 50% of the outstanding securities or voting rights representing the present right to elect, appoint, or exercise a majority control over such entity's board of directors, board of trustees, board of managers, natural person general partners, or functional equivalent; or
- 2. subject to the provisions set forth in Section II. GENERAL AGREEMENTS D. ACQUISITIONS, of the Crime Terms and Conditions, any entity that the **Insured** acquires or forms during the **Policy Period** in which the **Insured** owns, directly or indirectly, more than 50% of the outstanding securities or voting rights representing the present right to elect, appoint or exercise a majority control over such entity's board of directors, board of trustees, board of managers, natural person general partners, or functional equivalent.

**Subsidiary** does not include any entity in which any **Insured** is engaged as a participant in any type of joint venture unless such entity is specifically scheduled as an additional **Insured** by endorsement to this **Crime Policy**.

UU. **Theft** means:

1. under Insuring Agreement A.3., the intentional unlawful taking of **Money, Securities and Other Property** to the deprivation of a **Client**;
  2. under Insuring Agreements C. or D., the intentional unlawful taking of **Money and Securities** to the **Insured's** deprivation.
  3. under all other Insuring Agreements, the intentional unlawful taking of **Money, Securities and Other Property** to the **Insured's** deprivation.
- VV. **Transfer Account** means an account maintained by the **Insured** at a **Financial Institution** from which the **Insured** can initiate the transfer, payment or delivery of **Money or Securities**:
1. by means of electronic, telegraphic, cable, teletype, telefacsimile or telephone instructions communicated directly or through an electronic funds transfer system; or
  2. by means of written instructions (other than those described in Insuring Agreements B. and H.1.) establishing the conditions under which such transfers are to be initiated by such **Financial Institution** through an electronic funds transfer system.

#### IV. EXCLUSIONS

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- A. This **Crime Policy** will not apply to loss resulting directly or indirectly from war, whether or not declared; civil war; insurrection; rebellion or revolution; military, naval or usurped power; governmental intervention, expropriation or nationalization; or any act or condition related to any of the foregoing.
- B. This **Crime Policy** will not apply to loss resulting directly or indirectly from seizure or destruction of property by order of governmental authority.
- C. This **Crime Policy** will not apply to loss resulting directly or indirectly from any fraudulent, dishonest or criminal act committed by the **Insured**, the **Insured's** natural person partners, any **LLC Member** or **Officer-Shareholder**, whether acting alone or in collusion with others; provided, this Exclusion C. will not apply to loss covered under Insuring Agreement A.2..
- D. This **Crime Policy** will not apply to loss resulting directly or indirectly from any fraudulent, dishonest or criminal act committed by any **Employee** or **Fiduciary** whether acting alone or in collusion with others, unless covered under Insuring Agreements A.1., A.2., A.3., F.2., or H..
- E. This **Crime Policy** will not apply to loss resulting directly or indirectly from any **Funds Transfer Fraud**, unless covered under Insuring Agreements A.1., A.2., A.3., or G..
- F. This **Crime Policy** will not apply to loss resulting directly or indirectly from the **Insured's** acceptance of money orders or **Counterfeit Money**, unless covered under Insuring Agreements A.1., A.2., A.3. or E..
- G. This **Crime Policy** will not apply to loss or damages resulting directly or indirectly from the input of **Electronic Data** by a natural person having the authority to enter the **Insured's Computer System**, unless covered under Insuring Agreements A.1., A.2., A.3., F.2. or G..
- H. This **Crime Policy** will not apply to loss resulting directly or indirectly from forged, altered or fraudulent documents or written instruments used as source documentation in the preparation of **Electronic Data**, unless covered under Insuring Agreements A.1., A.2., or A.3..
- I. This **Crime Policy** will not apply to any expenses incurred by the **Insured** in establishing the existence or the amount of any loss covered under this **Crime Policy**, unless covered under Insuring Agreement I..
- J. This **Crime Policy** will not apply to loss of income, whether or not earned or accrued, or potential income, including interest and dividends, not realized by the **Insured** as the result of any loss covered under this **Crime Policy**.
- K. This **Crime Policy** will not apply to damages of any type, except the **Insured's** direct compensatory damages resulting from a loss covered under this **Crime Policy**.

- L. This **Crime Policy** will not apply to indirect or consequential loss of any nature, including fines, penalties, multiple or punitive damages.
- M. This **Crime Policy** will not apply to loss resulting directly or indirectly from any **Theft**, disappearance, damage, destruction or disclosure of any intangible property or confidential information including:
1. trade secret information, confidential processing methods or other confidential information or intellectual property of any kind, or **Electronic Data** unless otherwise covered under Insuring Agreement F.2.; or
  2. **Computer Programs**.
- N. This **Crime Policy** will not apply to loss of, or damage to, manuscripts, records, accounts, microfilm, tapes or other records, whether written or electronic, or the cost of reproducing any information contained in such lost or damaged records, except when covered under Insuring Agreements C., D., or F.2..
- O. This **Crime Policy** will not apply to loss, or that part of any loss, the proof of which as to its existence or amount is dependent solely upon:
1. an inventory computation or physical count; or
  2. a profit and loss computation;
- provided that where the **Insured** establishes wholly apart from such computations or physical count that the **Insured** has sustained a loss covered under Insuring Agreements A.1., A.2, A.3. or F.1., then the **Insured** may offer the **Insured's** inventory records and an actual physical count of inventory in support of other evidence as to the amount of loss claimed.
- P. This **Crime Policy** will not apply to loss resulting directly or indirectly from trading whether or not in the name of the **Insured** or whether or not in a genuine or fictitious account, unless covered under Insuring Agreement A.1, A.2. or A.3..
- Q. This **Crime Policy** will not apply to loss resulting directly or indirectly from fire, except:
1. loss of or damage to **Money** or **Securities**; or
  2. damage to any safe or vault caused by the application of fire thereto in connection with any actual or attempted **Safe Burglary** when covered under Insuring Agreement C..
- R. This **Crime Policy** will not apply to loss resulting directly or indirectly from the giving or surrendering of **Money, Securities** or **Other Property** in any exchange or purchase, whether or not fraudulent, with any other party not in collusion with an **Employee**, except when covered under Insuring Agreement E..
- S. This **Crime Policy** will not apply to loss of **Money, Securities** or **Other Property** while in the custody of any **Financial Institution**, trust company, or similarly recognized place of safe deposit or armored motor vehicle company unless the loss is in excess of the amount recovered or received by the **Insured** under the **Insured's** contract, if any, with, or insurance carried by, any of the aforementioned.
- T. This **Crime Policy** will not apply to loss of **Money, Securities** or **Other Property** held by an armored motor vehicle company for the **Insured**, and which is stored by such company overnight inside buildings used in the conduct of its business.
- U. This **Crime Policy** will not apply to loss resulting directly or indirectly from nuclear reaction, nuclear radiation, radioactive contamination, biological or chemical contamination or to any related act or incident.
- V. This **Crime Policy** will not apply to loss of **Money, Securities** or **Other Property** resulting directly or indirectly from kidnap, extortion or ransom payments (other than **Robbery**) surrendered to any person as a result of a threat.
- W. This **Crime Policy** will not apply to loss resulting directly or indirectly from **Forgery** or alteration, except when covered under Insuring Agreements A.1., A.2., A.3., B., or H..
- X. This **Crime Policy** will not apply to loss resulting directly or indirectly from **Computer Fraud**, except when covered under Insuring Agreements A.1., A.2., A.3., F.1., or H.1..



- Y. This **Crime Policy** will not apply to loss under Insuring Agreements C. or D. resulting directly or indirectly from:
  - 1. an accounting or arithmetical error or omission;
  - 2. the loss of property from within any money operated device, unless the amount of **Money** deposited in it is recorded by a continuous recording device;
  - 3. anyone, acting on the **Insured's** express or implied authority, being induced by any dishonest act to voluntarily part with title to or possession of any property;
  - 4. damage to motor vehicles, trailers or semi-trailers or equipment and accessories attached to them; or
  - 5. damage to the **Premises** or its exterior or to containers of covered property by vandalism or malicious mischief.
- Z. This **Crime Policy** will not apply to loss resulting directly or indirectly from the diminution in value of **Money, Securities or Other Property**.
- AA. This **Crime Policy** will not apply to loss arising from any **Credit, Debit or Charge Card** if the **Insured**, the **Insured's Employee** or **Management Staff Member** has not fully complied with the provisions, conditions or other terms under which any card was issued.
- BB. This **Crime Policy** will not apply to loss sustained by any **Subsidiary** or related **Employee Benefit Plan** or **Sponsored Plan**, occurring at any time during which such entity was not a **Subsidiary** or related **Employee Benefit Plan** or **Sponsored Plan**.
- CC. This **Crime Policy** will not apply to loss sustained by the **Insured** or any **Subsidiary** to the extent it results in a benefit, gain or transfer to the **Insured** or any **Subsidiary**, except to the extent that such loss is covered under Insuring Agreement A.2..

**V. CONDITIONS**

**A. GENERAL CONDITIONS**

- 1. Territory Covered
 

Except as indicated in Item 5. of the Declarations,

  - a. the Company will cover loss the **Insured** sustains anywhere in the world, and
  - b. the Company will cover all of the **Insured's** offices and **Premises**, including any additional offices or **Premises** pursuant to Sections II. GENERAL AGREEMENTS B. ADDITIONAL OFFICES, C. CONSOLIDATION, MERGER OR PURCHASE OF ASSETS, and D. ACQUISITIONS in this **Crime Policy**.
- 2. Cooperation
 

The **Insured** must cooperate with the Company in all matters pertaining to this **Crime Policy** as stated in its terms, conditions and limitations.
- 3. Extended Period to Discover Loss
 

The Company will pay the **Insured** for loss that the **Insured** sustained prior to the effective date of cancellation or termination of this **Crime Policy**, which is **Discovered** by the **Insured**:

  - a. no later than 90 days from the date of cancellation or termination; and
  - b. as respects any **Employee Benefit Plan**, no later than one (1) year from the date of cancellation or termination.

Notwithstanding the above, this extended period to **Discover** loss terminates immediately upon the effective date of any other insurance obtained by the **Insured** replacing in whole or in part the insurance afforded by this **Crime Policy**, whether or not such other insurance provides coverage for loss sustained prior to its effective date.

4. Other Insurance

This **Crime Policy** applies only as excess insurance over, and will not contribute with: (1) any other valid and collectible insurance available to any **Insured** unless such insurance is written specifically excess of this **Crime Policy** by reference in such other policy to the Policy Number of this **Crime Policy**; and (2) indemnification to which any **Insured** is entitled from any other entity other than any **Insured**. As excess insurance, this **Crime Policy** will not apply or contribute to the payment of any loss to the **Insured** until the amount of such other insurance or indemnity has been exhausted by loss covered thereunder. If the limit of the other insurance or indemnity is insufficient to cover the entire amount of the loss, this **Crime Policy** will apply to that part of the loss not recoverable or recovered under the other insurance or indemnity. This **Crime Policy** will not be subject to the terms of any other insurance.

Any loss that is applicable to this Condition A.4. is subject to both the applicable Single Loss Limit of Insurance and applicable Single Loss Retention shown in ITEM 5 of the Declarations.

If this **Crime Policy** replaces prior insurance that provided the **Insured** with an extended period of time after the termination or cancellation of such prior insurance in which to **Discover** loss, then, and only with respect to loss **Discovered** during such extended period but sustained prior to the termination of such prior insurance, the coverage afforded by this **Crime Policy** applies as follows:

- a. the Company will have no liability for such loss, unless the amount of such loss exceeds the limit of insurance of that prior insurance; provided, that in such case, the Company will pay the **Insured** for the excess of such loss subject to the terms and conditions of this **Crime Policy**; and
- b. any payment the Company makes to the **Insured** for such excess loss will not be greater than the difference between the limit of insurance of the **Insured's** prior insurance and the applicable Single Loss Limit of Insurance of this **Crime Policy**. The Company will not apply the applicable Single Loss Retention to such excess loss.

5. Ownership of Property; Interests Covered

- a. The property covered under this **Crime Policy** except as provided in 5.b. below is limited to property:
  - i. that the **Insured** owns or leases;
  - ii. that the **Insured** holds for others:
    - (a) on the **Insured's Premises** or the **Insured's Financial Institution Premises**; or
    - (b) while in transit and in the care and custody of a **Messenger**; or
  - iii. for which the **Insured** is legally liable, except for property located inside the **Insured's Client's Premises** or the **Insured's Client's Financial Institution Premises**.

Notwithstanding the above, this **Crime Policy** is for the **Insured's** benefit only and provides no rights or benefits to any other person or organization. Any claim for loss that is covered under this **Crime Policy** must be presented by the **Insured**.

- b. If ITEM 5 of the Declarations indicates that coverage under Insuring Agreement A.3. Employee Theft of Client Property has been purchased, then the property covered under Insuring Agreement A.3. is limited to property:

- i. that the **Insured's Client** owns or leases;
- ii. that the **Insured's Client** holds for others; or
- iii. for which the **Insured's Client** is legally liable;

while the property is inside the **Insured's Client's Premises** or the **Insured's Client's Financial Institution Premises**.

Notwithstanding the above, this **Crime Policy** is for the **Insured's** benefit only and provides no rights or benefits to any other person or organization, including the **Insured's Client**. Any claim for loss by the **Insured's Client** that is covered under this **Crime Policy** must be presented by the **Insured**.

6. Representation, Concealment, Misrepresentation or Fraud

No statement made by the **Insured**, whether contained in the application, underwriting information or otherwise, is deemed to be a warranty of anything except that it is true to the best of the knowledge and belief of the person making the statement.

This **Crime Policy** is void in any case of fraud by the **Insured** as it relates to this **Crime Policy** at any time. This **Crime Policy** is also void if the **Insured**, at any time, intentionally conceals or misrepresents a material fact concerning:

- a. this **Crime Policy**;
- b. the **Money, Securities or Other Property**;
- c. the **Insured's** interest in the **Money, Securities or Other Property**; or
- d. a claim under this **Crime Policy**.

7. Premiums

The **First Named Insured** is responsible for the payment of all premiums and will be the payee for any return premiums the Company pays.

8. Transfer of Rights and Duties Under this **Crime Policy**

Rights and duties under this **Crime Policy** may not be transferred without the Company's written consent except in the case of the death of a natural person **Insured**. If such person dies, then the decedent's rights and duties will be transferred to the decedent's legal representative, but only while acting within the scope of duties as the decedent's legal representative. Until a legal representative is appointed, anyone having proper temporary custody of the decedent's property will have all rights and duties but only with respect to that property.

**B. PROVISIONS AFFECTING LOSS ADJUSTMENT AND SETTLEMENT**

1. Limit of Insurance

a. Policy Aggregate Limit of Insurance

If ITEM 5 of the Declarations indicates that this **Crime Policy** includes a Policy Aggregate Limit of Insurance, then the Company's total liability for all loss **Discovered** during the **Policy Period** will not exceed such Policy Aggregate Limit of Insurance. The Policy Aggregate Limit of Insurance will be reduced by the amount of any payment made under the terms of this **Crime Policy**. If the Policy Aggregate Limit of Insurance is exhausted by any payment made for loss **Discovered** during the **Policy Period**, the Company will have no further liability for loss regardless of when **Discovered** and whether or not previously reported to the Company.

If applicable, the Policy Aggregate Limit of Insurance will be reinstated to the extent of any net recovery pursuant to Condition B.6. that is received by the Company during the **Policy Period** and before the Crime Policy Aggregate Limit of Insurance is exhausted. Recovery from reinsurance or indemnity, or both, for the Company's benefit will not be deemed a recovery as used herein. In the event that a loss of **Securities** is settled by the Company through the use of a Lost Securities Bond, such loss will not reduce the Crime Policy Aggregate Limit of Insurance, but any payment under the Lost Securities Bond reduces the Policy Aggregate Limit of Insurance under this **Crime Policy**.

The provisions of this Condition B.1.a. will not be applicable to Insuring Agreement A.2.

If ITEM 5 of the Declarations indicates that this **Crime Policy** does not include a Crime Policy Aggregate Limit of Insurance, then payment of loss under this **Crime Policy** will not reduce the Single Loss Limit of Insurance for other **Single Losses**.

b. Single Loss Limit of Insurance

The maximum Single Loss Limit of Insurance for each Insuring Agreement will not exceed the applicable amount set forth in ITEM 5 of the Declarations for such Insuring Agreement.

c. Special Limit of Insurance for Specified Other Property

The Company's liability for loss under Insuring Agreements C. and D. is limited as follows

- i. the lesser of \$25,000. or the amount shown as the Single Loss Limit of Insurance for any **Single Loss** involving precious metals, precious or semi-precious stones, pearls, furs, or completed articles made of or containing such enumerated materials that constitute more than half the value of such articles;
- ii. the lesser of \$25,000. or the amount shown as the Single Loss Limit of Insurance for any **Single Loss**, including damage to manuscripts, drawings or records of any kind, or the cost of reconstructing them or reproducing any information contained in them;

The Special Limit of Insurance for Specified Other Property is part of, and not in addition to, any applicable limit of liability.

d. Identity Fraud Expense Reimbursement Single Loss Limit of Insurance

The maximum limit of insurance per the **Insured's Management Staff Member** for each **Identity Fraud** covered under Insuring Agreement H.2. will not exceed the applicable Single Loss Limit of Insurance stated in ITEM 5 of the Declarations. All acts incidental to an **Identity Fraud**, any series of **Identity Frauds**, and all **Identity Frauds** arising from the same method of operation, whether committed by one or more persons, will be deemed to arise out of one act and will be treated as one **Identity Fraud**. If an act causes a covered loss under Insuring Agreement H.2. to more than one **Management Staff Member**, the applicable Single Loss Limit of Insurance and Retention under Insuring Agreement H.2. applies to each **Management Staff Member** separately.

e. Loss Covered Under More Than One Insuring Agreement of this **Crime Policy**

Subject to any applicable Crime Policy Aggregate Limit of Insurance, if any **Single Loss** is comprised of loss covered under more than one Insuring Agreement, the most the Company will pay the **Insured** for such **Single Loss** is the lesser of:

- i. the actual amount of such **Single Loss**; or

- ii. the sum of the Single Loss Limits of Insurance applicable to such Insuring Agreements applying to such loss.

2. Single Loss Retention

The Company will not pay the **Insured** for any **Single Loss** unless the amount of such **Single Loss** exceeds the Single Loss Retention shown in Item 5 of the Declarations. The Company will pay the **Insured** the amount of any **Single Loss** in excess of the Single Loss Retention, up to the Single Loss Limit of Insurance for the applicable Insuring Agreement.

If more than one Single Loss Retention applies to the same **Single Loss**, then only the highest Single Loss Retention will be applied.

No Single Loss Retention applies to any legal expenses paid to the **Insured** solely under Insuring Agreement B.

3. The Insured's Duties in the Event of a Loss

After the **Insured Discovers** a loss or a situation that may result in loss of or loss from damage to **Money, Securities or Other Property** that exceeds 25% of the Single Loss Retention, the **Insured** must:

- a. notify the Company as soon as possible;
- b. notify law enforcement authorities if the **Insured** has reason to believe that any loss, except for loss covered under Insuring Agreements A.1., A.2., A.3., or F.2., involves a violation of law;
- c. submit to examination under oath at the Company's request and give the Company a signed statement of the **Insured's** answers;
- d. give the Company a detailed, sworn proof of loss within 120 days; and
- e. cooperate with the Company in the investigation and settlement of any claim.

Proof of loss under Insuring Agreement B. and H.1. must include: (1) an affidavit of **Forgery** setting forth the amount and cause of loss; and (2) the original written **Covered Instruments** or **Personal Covered Instruments** or a copy of such written instruments.

4. Valuation / Settlement

Subject to the applicable limit of insurance provision (Section V. CONDITIONS B. PROVISIONS AFFECTING LOSS ADJUSTMENT AND SETTLEMENT 1. Limit of Insurance) the Company will pay the **Insured** for:

- a. loss of **Money** but only up to and including its face value, and, at the Company's option, pay for loss of **Money** issued by any country other than the United States of America:
  - i. at face value in the **Money** issued by that country; or
  - ii. in the United States of America dollar equivalent determined by the rate of exchange published in The Wall Street Journal on the day the loss was **Discovered**;
- b. loss of **Securities** but only up to and including their value at the close of business on the day the loss was **Discovered**, and at the Company's option:
  - i. pay the **Insured** the value of such **Securities** or replace them in kind, in which event the **Insured** must assign to the Company all the **Insured's** rights, title and interest in those **Securities**; or

- ii. pay the cost of any Lost Securities Bond required in connection with issuing duplicates of the **Securities**; provided, the Company will be liable only for the cost of the Lost Securities Bond as would be charged for a bond having a penalty not exceeding the lesser of the value of the **Securities** at the close of business on the day the loss was **Discovered**;
- c. loss of, or loss from damage to, **Other Property** or **Premises** including its exterior for the replacement cost without deduction for depreciation; provided, the Company will pay the **Insured** the lesser of the following:
  - i. the applicable Single Loss Limit of Insurance;
  - ii. the cost to replace **Other Property** or **Premises** including its exterior with property of comparable material and quality, and used for the same purpose; or
  - iii. the amount the **Insured** actually spends that is necessary to repair or replace such property;

provided, the Company will, at its option, pay the **Insured** for loss of, or loss from damage to, **Other Property** or **Premises** including its exterior, in the **Money** of the country in which the loss occurred, or in the United States of America dollar equivalent of the **Money** of the country in which the loss occurred determined by the rate of exchange published in The Wall Street Journal on the day the loss was **Discovered**.

The Company will not pay the **Insured** on a replacement cost basis for any loss or damage until such property is actually repaired or replaced, and unless the repairs or replacement are made as soon as reasonably possible after the loss or damage. If the lost or damaged property is not repaired or replaced, the Company will pay the **Insured** actual cash value on the day the loss was **Discovered**.

Any property that the Company pays the **Insured** for or replaces becomes the Company's property.

## 5. Records

The **Insured** must keep records of all **Money**, **Securities**, and **Other Property** under this **Crime Policy** so the Company can verify the amount of any loss.

## 6. Recoveries

- a. All recoveries for payments made under this **Crime Policy** should be applied, after first deducting the costs and expenses incurred in obtaining such recovery, in the following order of priority:
  - i. first, to the **Insured** to reimburse the **Insured** for loss sustained that would have been paid under this **Crime Policy** but for the fact that it is in excess of the applicable Single Loss Limit(s) of Insurance;
  - ii. second, to the Company in satisfaction of amounts paid or to be paid to the **Insured** in settlement of the **Insured's** covered claim;
  - iii. third, to the **Insured** in satisfaction of any Single Loss Retention; and
  - iv. fourth, to the **Insured** in satisfaction of any loss not covered under this **Crime Policy**.
- b. The value of all property received by the **Insured** from any source whatever and whenever received, in connection with any matter from which a loss has arisen, will be valued as of the date received and will be deducted from the covered loss.

- c. Recoveries do not include any recovery:
  - i. from insurance, suretyship, reinsurance, security or indemnity taken for the Company's benefit; or
  - ii. of original **Securities** after duplicates of them have been issued.

7. Transfer of the Insured's Rights of Recovery Against Others to the Company

The **Insured** must transfer to the Company all the **Insured's** rights of recovery against any person or organization for any loss the **Insured** sustained and for which the Company has paid or settled. The **Insured** must also do everything necessary to secure those rights and do nothing after loss to impair them.

8. Legal Action Against the Company

The **Insured** may not bring any legal action against the Company involving loss:

- a. unless the **Insured** has complied with all the terms of this **Crime Policy**;
- b. until 90 days after the **Insured** has filed proof of loss with the Company; and
- c. unless brought within two (2) years from the date the **Insured Discovers** the loss.

If any limitation in this Condition B.8. is deemed to be inconsistent with applicable law, such limitation is amended so as to equal the minimum period of limitation provided by such law.

9. Liberalization

If the Company adopts any revision to the Crime Terms and Conditions of this **Crime Policy** that would broaden coverage and such revision does not require an additional premium or endorsement and the revision is adopted within 45 days prior to or during the **Policy Period**, the broadened coverage will apply to this **Crime Policy** as of the date the revision is approved for general use by the applicable department of insurance.

**C. EMPLOYEE BENEFIT PLAN PROVISIONS – INFLATION GUARD**

In compliance with certain provisions of ERISA:

- 1. if any **Employee Benefit Plan** is insured jointly with any other entity under this **Crime Policy**, the **Insured** must select a Single Loss Limit of Insurance for Insuring Agreement A.2. that is sufficient to provide an amount of insurance for each **Employee Benefit Plan** that is at least equal to that required if each **Employee Benefit Plan** were insured separately;
- 2. if the **Insured** is an entity other than an **Employee Benefit Plan**, any payment the Company makes to the **Insured** for loss sustained by any **Employee Benefit Plan** will be held by such **Insured** for the use and benefit of the **Employee Benefit Plan(s)** sustaining the loss; and
- 3. if two or more **Employee Benefit Plans** are covered under this **Crime Policy**, any payment the Company makes for loss:
  - a. sustained by two or more **Employee Benefit Plans**; or

- b. of commingled **Money, Securities or Other Property** of two or more **Employee Benefit Plans**;

that arises out of a **Single Loss** is to be shared by each **Employee Benefit Plan** sustaining loss, in the proportion that the limit of insurance required under ERISA for each such **Employee Benefit Plan**, bears to the total of those limits of insurance.

- 4. If, at the inception date of this **Crime Policy**, or a preceding policy written by the Company that provided ERISA fidelity coverage for **Employee Benefit Plans**, the **Insured** has or had a Single Loss Limit of Insurance under such ERISA fidelity coverage for **Employee Benefit Plans** that is or was equal to or greater than the limit of insurance required under ERISA, the Single Loss Limit of Insurance under Insuring Agreement A.2. will equal the greater of the amount of the limit of insurance required by ERISA or the Single Loss Limit of Insurance set forth in Item 5. of the Declarations for Insuring Agreement A.2.

**D. CANCELLATION OR TERMINATION**

- 1. The **Insured** may cancel:
  - a. this **Crime Policy** in its entirety;
  - b. an Insuring Agreement; or
  - c. coverage for any **Insured**;

by mailing or delivering to the Company advance written notice of cancellation.

- 2. The Company may cancel:
  - a. this **Crime Policy** in its entirety;
  - b. an Insuring Agreement; or
  - c. coverage for any **Insured**;

by mailing or delivering to the **First Named Insured** written notice of cancellation at least 20 days before the effective date of cancellation if the Company cancels for nonpayment of premium; or 60 days before the effective date of cancellation if the Company cancels for any other reason.

The Company will mail or deliver the Company's notice to the **First Named Insured's** last mailing address known to the **Company**. Notice of cancellation will state the effective date of cancellation and the **Policy Period** will end on that date. If this **Crime Policy** or an Insuring Agreement is cancelled, the Company will send the **First Named Insured** any premium refund due. If the Company cancels this **Crime Policy**, the refund will be pro rata. If the **Insured** cancels, the earned premium will be computed in accordance with the customary short rate table and procedure. The cancellation will be effective even if the Company has not made or offered a refund. If notice is mailed, proof of mailing will be sufficient proof of notice.

- 3. This **Crime Policy** terminates:
  - a. in its entirety immediately upon the expiration of the **Policy Period**;



- b. in its entirety immediately upon exhaustion of the Policy Aggregate Limit of Insurance, if applicable; provided, that no **Crime Policy** termination under this Condition D.3.b. will be effective with respect to any **Employee Benefit Plan** covered under Insuring Agreement A.2.;
- c. in its entirety immediately upon the voluntary liquidation or dissolution of the **First Named Insured**; provided, that no **Crime Policy** termination under this Condition D.3.c. will be effective with respect to any **Employee Benefit Plan** covered under Insuring Agreement A.2.; or
- d. as to any **Subsidiary** immediately upon the **Change of Control** of such **Subsidiary**.

4. This **Crime Policy** terminates as to any **Employee**:

- a. as soon as the **Insured's** partner, any of the **Insured's Management Staff Members** or any **Employee** with managerial or supervisory responsibility not in collusion with the **Employee** becomes aware of any dishonest or fraudulent employment related act involving an amount in excess of \$10,000; or
- b. 60 days after the **Insured's** partner, any of the **Insured's Management Staff Members** or any **Employee** with managerial or supervisory responsibility not in collusion with the **Employee** becomes aware of any dishonest or fraudulent non-employment related act; either of which acts were committed by such **Employee** in the **Insured's** service, during the term of employment by the **Insured** or prior to employment by the **Insured**, provided such dishonest or fraudulent non-employment related act involved **Money, Securities or Other Property** is in an amount in excess of \$10,000.

**E. CHANGES**

Only the **First Named Insured** is authorized to make changes in the terms of this **Crime Policy** and solely with the Company's prior written consent. This **Crime Policy's** terms can be changed, amended or waived only by endorsement issued by the Company and made a part of this **Crime Policy**. Notice to any representative of the **Insured** or knowledge possessed by any agent or by any other person will not effect a waiver or change to any part of this **Crime Policy**, or estop the Company from asserting any right under the terms, conditions and limitations of this **Crime Policy**, nor may the terms, conditions and limitations hereunder be waived or changed, except by a written endorsement to this **Crime Policy** issued by the Company.

**F. ENTIRE AGREEMENT**

The Declarations, the application, the Crime Terms and Conditions, and any endorsements attached thereto, constitute the entire agreement between the **Insured** and the Company.

**G. HEADINGS**

The titles of the various paragraphs of this **Crime Policy** and its endorsements are inserted solely for convenience or reference and are not to be deemed in any way to limit or affect the provision to which they relate.

THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

GOVERNMENT ENTITY CRIME ENDORSEMENT – FAITHFUL PERFORMANCE OF DUTY

This endorsement modifies the following:

Crime

It is agreed that:

- 1. The following is added to Section *I. INSURING AGREEMENTS, A. Fidelity*, 1. Employee Theft-Per Loss Coverage and 2. Employee Theft-Per Employee Coverage:

Faithful Performance of Duty

The Company will pay the Insured for the Insured's direct loss of, or direct loss from damage to, Money, Securities and Other Property directly caused by the failure of any Employee to faithfully perform the Employee's duties as prescribed by law.

- 2. The limit of liability for Faithful Performance of Duty coverage is \$250,000, and such limit is part of, and not in addition to, the limit of liability for Insuring Agreement A.1., FIDELITY, Employee Theft-Per Loss Coverage, and Insuring Agreement A.2., FIDELITY, Employee Theft-Per Employee Coverage, respectively, if coverage is carried thereunder.

- 3. The following is added to Section *III. DEFINITIONS*:

Financial Institution Failure means the failure of any Financial Institution acting as a depository for property that the Insured owns or for which the Insured is legally liable.

- 4. The following is added to Section *IV. EXCLUSIONS*:

This Crime Policy will not apply to loss resulting directly or indirectly from Financial Institution Failure.

- 5. The following replaces paragraph 4.a. of section *V. CONDITIONS, D. CANCELLATION OR TERMINATION*:

4. This Crime Policy terminates as to any Employee

- a. as soon as the Insured's partner, any of the Insured's Management Staff Members or any Employee with managerial or supervisory responsibility not in collusion with the Employee becomes aware of any employment related act committed by the Employee that would constitute a loss under the terms of this Crime Policy, involving Money, Securities or Other Property in an amount in excess of \$10,000; or

- 6. The following replaces the INDEMNIFICATION provision as set forth in paragraph 6. of the Government Entity Crime Endorsement:

Indemnification

The Company will indemnify any of the Insured's officials who are required by law to give bonds for the faithful performance of their duties against loss through the failure of any Employee under the supervision of that official to faithfully perform such Employee's duties as prescribed by law, when such failure directly causes direct loss of, or direct loss from damage to, the Insured's Money, Securities and Other Property, subject to the applicable Limit of Insurance. The provisions of this Condition apply to Insuring Agreement A only.

Issuing Company: Travelers Casualty and Surety Company of America
Policy Number: 107014378

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Nothing herein contained shall be held to vary, alter, waive or extend any of the terms, conditions, exclusions or limitations of the above-mentioned policy, except as expressly stated herein. This endorsement is part of such policy and incorporated therein.

THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

GOVERNMENT ENTITY CRIME ENDORSEMENT INCLUDING COVERAGE FOR TREASURERS AND TAX COLLECTORS

This endorsement modifies the following:

Crime

It is agreed that:

- 1. Item 5. of the DECLARATIONS, Insuring Agreement A. Fidelity is replaced with the following:

Table with 3 columns: Insuring Agreement, Single Loss Limit of Insurance, Single Loss Retention. Row 1: A. Fidelity, 1. Employee Theft - Per Loss Coverage, \$250,000, \$1,000. Row 2: 2. Employee Theft - Per Employee Coverage.

- 2. Section I. INSURING AGREEMENTS, A. FIDELITY is replaced with the following:

A. FIDELITY

- 1. Employee Theft - Per Loss Coverage: The Company will pay the Insured for the Insured's direct loss of, or direct loss from damage to, Money, Securities and Other Property directly caused by Theft or Forgery committed by an Employee, whether identified or not, acting alone or in collusion with other persons.
2. Employee Theft - Per Employee Coverage: The Company will pay the Insured for the Insured's direct loss of, or direct loss from damage to, Money, Securities, and Other Property directly caused by Theft or Forgery committed by each Employee, whether identified or not, acting alone or in collusion with other persons.

- 3. Section II. GENERAL AGREEMENTS, A. JOINT INSURED, 5. is replaced with the following:

- 5. Payment by the Company to the First Named Insured for loss sustained by any Insured fully releases the Company on account of such loss.

- 4. Section III. DEFINITIONS is amended as follows:

A. Definition DD. Insured is replaced with the following:

- DD. Insured means:
1. the First Named Insured,
2. any Sponsored Plan, or
3. any other entity listed in Item 1. of the Declarations.

B. Paragraph 1. of Definition RR. Single Loss is replaced with the following:

- RR. Single Loss means:
1. for purposes of Insuring Agreement A.1:
a. an individual act;
b. the combined total of all separate acts; or
c. a series of related acts;
committed by an Employee or committed by more than one Employee acting alone or in collusion with other persons both during and before the Policy Period; and

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- 2. for purposes of Insuring Agreement A.2.:
  - a. an individual act;
  - b. the combined total of all separate acts; or
  - c. a series of related acts;
 committed by each **Employee** acting alone or in collusion with other persons both during and before the **Policy Period**.

C. Paragraph 1. of Definition UU. **Theft** is deleted.

5. Section **IV. EXCLUSIONS** is amended as follows:

- A. Exclusion C is replaced by the following:
  - C. This **Crime Policy** will not apply to loss resulting directly or indirectly from any fraudulent, dishonest or criminal act committed by the **Insured**, the **Insured's** natural person partners, any **LLC Member** or **Officer-Shareholder**, whether acting alone or in collusion with others.
- B. References to Insuring Agreement A.3. are deleted from Exclusions D, E, F, G, H, O, P, W, and X.
- C. Exclusion CC. is replaced by the following:
  - CC. This **Crime Policy** will not apply to loss sustained by the **Insured** or any **Subsidiary** to the extent it results in a benefit, gain or transfer to the **Insured** or any **Subsidiary**.
- D. The following Exclusion is added:
  - DD. This **Crime Policy** will not apply to loss caused by any **Employee** required by law to be individually bonded.

6. Section **V. CONDITIONS** is amended as follows:

- A. Section **A. GENERAL CONDITIONS**, 5. Ownership of Property; Interests Covered, b. is deleted.
- B. The third paragraph, which reads, "The provisions of this Condition B.1.a will not be applicable to Insuring agreement A.2." is deleted from section **B. PROVISIONS AFFECTING LOSS ADJUSTMENT AND SETTLEMENT**, 1. **Limit of Insurance**, a. Policy Aggregate Limit of Insurance.
- C. Section **B. PROVISIONS AFFECTING LOSS ADJUSTMENT AND SETTLEMENT**, 3. **The Insured's Duties in the Event of a Loss**, b. is replaced with the following:
  - b. notify law enforcement authorities if the **Insured** has reason to believe that any loss, except for loss covered under Insuring Agreements A.1., A.2., or F.2., involves a violation of law;
- D. Section **C. EMPLOYEE BENEFIT PROVISIONS - INFLATION GUARD** is deleted.
- E. Sections **D. CANCELLATION OR TERMINATION**, 3 b. and c. are replaced with the following:
  - b. in its entirety immediately upon exhaustion of the Policy Aggregate Limit of Insurance, if applicable;
  - c. in its entirety immediately upon the voluntary liquidation or dissolution of the **First Named Insured**;

7. The following Condition is added:  
**Indemnification**

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The Company will indemnify any of the **Insured's** officials who are required by law to give individual bonds for the faithful performance of their duties, against loss through **Theft** committed by **Employees** who serve under them, subject to the applicable Limit of Insurance. The provisions of this Condition apply to Insuring Agreement A only.

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THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

GLOBAL COVERAGE COMPLIANCE ENDORSEMENT – ADDING FINANCIAL INTEREST COVERAGE AND SANCTIONS CONDITION AND AMENDING TERRITORY CONDITION

This endorsement changes the following:

Crime

It is agreed that:

1. The following is added to section III. DEFINITIONS:

Financial Interest means the First Named Insured's insurable interest in an Insured that is domiciled in a country or jurisdiction in which the Company is not licensed to provide this insurance, as a result of the First Named Insured's:

- 1. ownership of the majority of the outstanding securities or voting rights of the Insured representing the present right to elect, appoint, or exercise a majority control over such Insured's board of directors, board of trustees, board of managers, natural person general partner, or functional foreign equivalent;
2. indemnification of, or representation that it has an obligation to indemnify, the Insured for loss sustained by such Insured; or
3. election or obligation to obtain insurance for such Insured.

2. The following replaces section V. CONDITIONS, A. GENERAL CONDITIONS, 1., Territory Covered:

1. Territory Covered

a. Except as indicated in Item 5. of the Declarations,

- i. the Company will cover loss the Insured sustains anywhere in the world, and
ii. the Company will cover all of the Insured's offices and Premises, including any additional offices or Premises pursuant to sections II. GENERAL AGREEMENTS B. ADDITIONAL OFFICES, C. CONSOLIDATION, MERGER OR PURCHASE OF ASSETS, and D. ACQUISITIONS in this Crime Policy.

b. This Crime Policy does not apply to:

- i. loss sustained by an Insured domiciled; or
ii. loss of Other Property located,

in any country or jurisdiction in which the Company is not licensed to provide this insurance, to the extent that providing this insurance would violate the laws or regulations of such country or jurisdiction.

c. In the event an Insured sustains loss referenced in b. above to which this Crime Policy would have applied, the Company will reimburse the First Named Insured for its loss, on account of its Financial Interest in such Insured.

3. The following is added to section **V. CONDITIONS, B. PROVISIONS AFFECTING LOSS ADJUSTMENT AND SETTLEMENT:**

In the event the Company reimburses the **First Named Insured** on account of its **Financial Interest** in an **Insured**, as a condition precedent to exercising rights under this **Crime Policy**, the **First Named Insured** will cause the **Insured** to comply with the conditions of this **Crime Policy**.

4. The following is added to section **V. CONDITIONS:**

**SANCTIONS**

This **Crime Policy** will provide coverage for any loss or expenses, or otherwise will provide any benefit, only to the extent that providing such coverage or benefit does not expose the Company or any of its affiliated or parent companies to any trade or economic sanction under any law or regulation of the United States of America or any other applicable trade or economic sanction, prohibition or restriction.

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Nothing herein contained shall be held to vary, alter, waive, or extend any of the terms, conditions, exclusions, or limitations of the above-mentioned policy, except as expressly stated herein. This endorsement is part of such policy and incorporated therein.



THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

AMENDATORY ENDORSEMENT FOR CERTAIN ERISA CONSIDERATIONS

This endorsement changes the following:

Crime

It is agreed that:

1. The following replaces section I. INSURING AGREEMENTS, A. 2. ERISA Fidelity:

2. ERISA Fidelity

The Company will pay the Insured for direct loss of, or direct loss from damage to, Money, Securities and Other Property that belongs to an Employee Benefit Plan, directly caused by acts of Fraud or Dishonesty committed by a Fiduciary, whether identified or not, acting alone or in collusion with other persons.

2. The following is added to section III. DEFINITIONS:

Fraud or Dishonesty has the meaning set forth in Title 29, Code of Federal Regulations, Section 2580.412-9.

Handled or Handling mean "handle", "handled", "handles" or "handling" as these terms are set forth in Title 29, Code of Federal Regulations, Section 2580.412-6.

3. The following replaces section III. DEFINITIONS, V.

V. Fiduciary means:

- 1. any natural person who is a trustee, officer, Employee, or an administrator, of any Employee Benefit Plan; or
2. any natural person who is a member of the board of directors, member of the board of trustees, a partner, an LLC Manager, an LLC Member, an Officer-Shareholder, an officer, or an Employee, of any Employee Benefit Plan Sponsor; while that person is Handling Money, Securities, or Other Property that belongs to an Employee Benefit Plan.

Fiduciary does not mean any agent, broker, independent contractor, third party administrator, broker-dealer, registered representative, investment advisor, custodian, or other person or entity of the same general character.

4. The following replaces section IV. EXCLUSIONS, M and Z:

M. This Crime Policy will not apply to loss resulting directly or indirectly from any Theft, disappearance, damage, destruction, or disclosure of any intangible property or confidential information, including:

- 1. trade secret information, confidential processing methods, or other confidential information or intellectual property of any kind, or Electronic Data, unless otherwise covered under Insuring Agreement F.2.; or
2. Computer Programs,

provided that this exclusion will not apply to loss that is otherwise covered under Insuring Agreement A. 2., ERISA Fidelity caused by a Fiduciary's access to, use of, or disclosure of, such intangible property or confidential information to commit acts of Fraud or Dishonesty.

Z. This Crime Policy will not apply to loss resulting directly or indirectly from the diminution in value of Money, Securities, or Other Property, provided that this exclusion will not apply to loss that is otherwise covered under Insuring Agreement A. 2., ERISA Fidelity caused by a Fiduciary's acts of Fraud or Dishonesty.

5. The following replaces section **V. CONDITIONS, A. GENERAL CONDITIONS, 3. Extended Period to Discover Loss**:

**3. Extended Period to Discover Loss**

The Company will pay the **Insured** for loss that the **Insured** sustained prior to the effective date of cancellation or termination of this **Crime Policy**, which is **Discovered** by the **Insured**:

- a. no later than 90 days from the date of cancellation or termination; and
- b. as respects any **Employee Benefit Plan**, no later than one year from the date of cancellation or termination.

Notwithstanding the above, with respect to all Insuring Agreements other than Insuring Agreement A.2. ERISA Fidelity, this extended period to **Discover** loss terminates immediately upon the effective date of any other insurance obtained by the **Insured** replacing in whole or in part the insurance afforded by this **Crime Policy**. With respect to Insuring Agreement A.2. ERISA Fidelity, the extended period to Discover Loss terminates upon the effective date of any other insurance obtained by the **Employee Benefit Plan Sponsor** or the **Employee Benefit Plan** that offers the same coverage afforded by this **Crime Policy** in an amount no less than the minimum amount required under ERISA section 412 and that provides coverage for loss sustained prior to its effective date.

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Nothing herein contained shall be held to vary, alter, waive, or extend any of the terms, conditions, exclusions, or limitations of the above-mentioned policy, except as expressly stated herein. This endorsement is part of such policy and incorporated therein.

**THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.**

**TELECOMMUNICATION FRAUD INSURING AGREEMENT ENDORSEMENT**

This endorsement changes the following:

**Crime**

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**It is agreed that:**

1. The following is added to ITEM 5 of the Declarations:

	<b>Single Loss Limit of Insurance</b>	<b>Single Loss Retention</b>
<b>Telecommunication Fraud</b>	\$100,000	\$1,000

2. The following is added to section I. **INSURING AGREEMENTS:**

**TELECOMMUNICATION FRAUD**

The Company will pay the **Insured** for its **Telecommunication Charges** directly caused by **Telecommunication Fraud**.

3. The following are added to section III. **DEFINITIONS:**

Whenever appearing in this **Crime Policy**, the following words and phrases appearing in bold type have the meanings set forth in this Section III. **DEFINITIONS:**

**Telecommunication Charges** mean amounts charged to the **Insured** by its telephone service provider.

**Telecommunication Fraud** means the unauthorized access to, or use of, the **Insured's** telephone system by a person or entity other than an **Employee**.

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Nothing herein contained shall be held to vary, alter, waive, or extend any of the terms, conditions, exclusions, or limitations of the above-mentioned policy, except as expressly stated herein. This endorsement is part of such policy and incorporated therein.

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Issuing Company: **Travelers Casualty and Surety Company of America**  
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THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

SOCIAL ENGINEERING FRAUD INSURING AGREEMENT ENDORSEMENT

This endorsement changes the following:

Crime

It is agreed that:

- 1. The following is added to ITEM 5. of the Declarations:

Insuring Agreement	Single Loss Limit of Insurance	Single Loss Retention
Social Engineering Fraud	\$100,000	\$5,000

- 2. The following INSURING AGREEMENT is added to section I. INSURING AGREEMENTS:

SOCIAL ENGINEERING FRAUD

The Company will pay the Insured for the Insured's direct loss from the transferring, paying or delivering of Money or Securities, directly caused by Social Engineering Fraud.

- 3. The following are added to section III. DEFINITIONS:

Authorized Person means an Officer-Shareholder, sole proprietor, director, trustee, natural person partner, LLC Manager or LLC Member who is authorized by the Insured to transfer, pay, or deliver Money or Securities or to instruct Employees or other Authorized Persons to transfer, pay, or deliver Money or Securities.

Communication means an electronic, telegraphic, cable, teletype, telephonic voice, telefacsimile, or written instruction received by an Employee or Authorized Person that:

- 1. directs the Employee or Authorized Person to transfer, pay, or deliver Money or Securities;
2. contains a misrepresentation of a material fact; and
3. is relied upon by the Employee or Authorized Person, believing the material fact to be true.

Social Engineering Fraud means the intentional misleading of an Employee or Authorized Person by a natural person impersonating:

- 1. a Vendor, or that Vendor's attorney;
2. a Client, or that Client's attorney;
3. an Employee; or
4. an Authorized Person,

through the use of a Communication.

Vendor means an entity or natural person that has provided goods or services to the Insured under a genuine, pre-existing, written agreement or other agreed-upon arrangement.

Vendor does not include any Financial Institution, asset manager, armored motor vehicle company, or similar entity.

- 4. The following replaces section III. DEFINITIONS, G. Computer System:

G. Computer System means:

- 1. any computer; and
2. any input, output, processing, storage, or communication device, or any related network, cloud service, operating system, or application software, that is connected to, or used in connection with, such computer, that is rented by, owned by, leased by, licensed to, or under the direct operational control of, the Insured.

5. Solely with respect to the Social Engineering Fraud Insuring Agreement, the following replaces section III. **DEFINITIONS, C. Client:**

C. **Client** means an entity or natural person for which the **Insured** provides goods or performs services, for a fee, or as specified in a pre-existing written agreement, but only while the written agreement is in effect.

6. The following replaces section III. **DEFINITIONS, E. Computer Fraud:**

E. **Computer Fraud** means an intentional, unauthorized, and fraudulent entry or change of data or computer instructions directly into a **Computer System**:

- 1. by a natural person or entity, other than an **Employee, Authorized Person**, independent contractor, or any individual under the direct supervision of the **Insured**, including any such entry or change made via the internet, provided that such entry or change causes **Money, Securities, or Other Property** to be transferred, paid, or delivered from inside the **Premises** or from the **Insured's Financial Institution Premises**, to a place outside the **Premises** or the **Insured's Financial Institution Premises**; or
- 2. made by an **Employee** or **Authorized Person** acting in good faith upon an intentional, unauthorized, and fraudulent instruction received from a computer software contractor who has a written agreement with the **Insured** to design, implement, or service **Computer Programs** for a **Computer System** covered under section I. **INSURING AGREEMENTS, F. COMPUTER CRIME**.

For purposes of this definition, an intentional, unauthorized, and fraudulent entry or change of data or computer instructions does not include such entry or change made by an **Employee, Authorized Person**, independent contractor, or any individual under the direct supervision of the **Insured** made in reliance upon any fraudulent electronic, cable, teletype, telephonic voice, telefacsimile, or written instruction, except as defined in E.2. above. An intentional, unauthorized, and fraudulent entry or change of data or computer instructions also does not include such entry or change that involves the use, or purported use, of any **Credit, Debit, or Charge Card** or any access, convenience, identification, stored value, or other similar cards, including the information contained on such cards.

**Computer Fraud** does not include **Social Engineering Fraud** or **Funds Transfer Fraud**.

7. The following replaces section III. **DEFINITIONS, AA. Funds Transfer Fraud:**

AA. **Funds Transfer Fraud** means:

- 1. an electronic, telegraphic, cable, teletype, or telephone instruction, fraudulently transmitted to a **Financial Institution** directing such institution to debit a **Transfer Account** and to transfer, pay, or deliver **Money** or **Securities** from the **Transfer Account**, which instruction purports to have been transmitted by the **Insured** but was in fact fraudulently transmitted by someone other than the **Insured** without the **Insured's** knowledge or consent; or
- 2. a fraudulent written instruction, other than one covered under Insuring Agreement B., issued to a **Financial Institution** directing such **Financial Institution** to debit a **Transfer Account** and to transfer, pay, or deliver **Money** or **Securities** from such **Transfer Account** by use of an electronic funds transfer system at specified intervals or under specified conditions, which written instruction purports to have been issued by the **Insured** but was in fact fraudulently issued, **Forged**, or altered by someone other than the **Insured** without the **Insured's** knowledge or consent.

**Funds Transfer Fraud** does not include **Social Engineering Fraud**.

8. The following replaces section III. **DEFINITIONS, DD. Insured:**

DD. **Insured** means:

- 1. for the purposes of Insuring Agreement A.2. and the Social Engineering Fraud Insuring Agreement, any and all **Employee Benefit Plans**:
  - a. which have been established or maintained by an **Employee Benefit Plan Sponsor** as of the inception date of this **Crime Policy**; or
  - b. which have been created or acquired by an **Employee Benefit Plan Sponsor** after the inception date of this **Crime Policy**, subject to the provisions of General Agreements C. and D.
- 2. for the purposes of all Insuring Agreements, except Insuring Agreement A.2.:
  - a. the **First Named Insured**,
  - b. any **Subsidiary**,
  - c. any **Sponsored Plan**, or
  - d. any other entity listed in Item 1. of the Declarations.

9. The following replaces section **IV. EXCLUSIONS, G., H., and R.:**
- G. This **Crime Policy** will not apply to loss or damages resulting directly or indirectly from the input of **Electronic Data** by a natural person having the authority to enter the **Computer System**, unless covered under Insuring Agreements A.1., A.2., A.3., F1., but only when covered under section III. DEFINITIONS, E., **Computer Fraud, 2., F.2., G.,** or the Social Engineering Fraud Insuring Agreement.
  - H. This **Crime Policy** will not apply to loss resulting from forged, altered, or fraudulent negotiable instruments, securities, documents, or instructions used as source documentation to enter **Electronic Data** or send instructions, provided this does not apply to Insuring Agreements A.1., A.2., A.3., or the Social Engineering Fraud Insuring Agreement.
  - R. This **Crime Policy** will not apply to loss resulting directly or indirectly from:
    - 1. the giving or surrendering of **Money, Securities or Other Property** in any exchange or purchase, whether genuine or fictitious; or
    - 2. any other giving or surrendering of, or voluntary parting with, **Money, Securities or Other Property**, whether or not induced by any dishonest or fraudulent act, except when covered under:
      - a. Insuring Agreement A.;
      - b. Insuring Agreement E.;
      - c. Insuring Agreement F1., or
      - d. the Social Engineering Fraud Insuring Agreement.
10. Solely with respect to the Social Engineering Fraud Insuring Agreement, the following replaces section **IV. EXCLUSIONS, T.:**
- T. This **Crime Policy** will not apply to loss of **Money, Securities or Other Property:**
    - 1. while in the mail; or
    - 2. while in the custody of any messenger, carrier for hire, or armored motor vehicle company.
11. Solely with respect to the Social Engineering Fraud Insuring Agreement, the following are added to section **IV. EXCLUSIONS:**
- This **Crime Policy** will not apply to:
- a. loss or damage due to **Theft** by an **Employee, Forgery, Computer Fraud, Funds Transfer Fraud,** or acceptance of money orders or **Counterfeit Money;**
  - b. loss due to any investment in **Securities,** or ownership in any corporation, partnership, real property, or similar instrument, whether or not such investment is genuine;
  - c. loss due to the failure, malfunction, illegitimacy, inappropriateness, or inadequacy of any product or service;
  - d. loss resulting directly or indirectly from the failure of any party to perform in whole or in part under any contract;
  - e. loss due to any non-payment of or default upon any loan, extension of credit, or similar promise to pay;
  - f. loss due to any party's use of or acceptance of any **Credit, Debit or Charge Card** or any access, convenience, identification, stored value or other similar card or instrument, including the information contained on such cards, whether or not genuine; or
  - g. loss due to items of deposit which are not finally paid for any reason, including forgery or any other fraud; however, this exclusion does not apply to United States Government checks or drafts that are returned by the United States Government for any reason after the funds for said checks or drafts have been credited to the **Insured's** account at a **Financial Institution.**

Nothing herein contained shall be held to vary, alter, waive, or extend any of the terms, conditions, exclusions, or limitations of the above-mentioned policy, except as expressly stated herein. This endorsement is part of such policy and incorporated therein.

**THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.**

**DELETE EXCLUSION FOR PRIOR LOSSES INVOLVING SUBSIDIARIES ENDORSEMENT**

This endorsement changes the following:

**Crime**

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**It is agreed that:**

Section IV. **EXCLUSIONS**, BB. is deleted.

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Nothing herein contained shall be held to vary, alter, waive, or extend any of the terms, conditions, exclusions, or limitations of the above-mentioned policy, except as expressly stated herein. This endorsement is part of such policy and incorporated therein.

**THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.**

**WISCONSIN CHANGES ENDORSEMENT**

This endorsement modifies insurance provided under the following:

**Crime**

**It is agreed that:**

- 1. The following is added to Section V. B. 3. **Duties in the Event of Loss** and supersedes anything in this **Crime Policy** to the contrary:

If the **Insured** files proof of loss as soon as possible and within one year after the time limit, the **Insured's** failure to file proof of loss within the time limit will not invalidate or reduce any claim by the **Insured** unless the Company is prejudiced by that failure and it was reasonably possible for the **Insured** to have met the time limit.

- 2. The following is added to Section V. B. 7. **Transfer of the Insured's Rights of Recovery Against Others to the Company**:

The Company will be entitled to a recovery only after the **Insured** has been fully compensated for damages.

- 3. The following are added to Section V. B. **PROVISIONS AFFECTING LOSS ADJUSTMENT AND SETTLEMENT**:

**Knowledge and Acts of Agents**

- a. If any of the Company's agents know of any fact that breaches a condition of this policy, the Company will be considered to know it also if that fact:
  - i. is known to the agent at the time the policy is issued or an application made; or
  - ii. later becomes known to the agent in the course of his or her dealings as an agent with the **Insured**.
- b. Any fact that breaches a condition of this policy which is known to the agent before the loss will not:
  - i. void this policy; or
  - ii. prevent a recovery in the event of loss.

**Misrepresentation or Breach of Affirmative Warranty**

- a. No misrepresentation or breach of affirmative warranty made by the **Insured** or on the **Insured's** behalf in the negotiation for or procurement of this insurance affects the Company's obligations unless; if a misrepresentation, the person knew or should have known that the representation was false and unless:
  - i. the Company relies on the misrepresentation or affirmative warranty and the misrepresentation or affirmative warranty is either material or made with intent to deceive; or
  - ii. the facts misrepresented or falsely warranted contribute to loss.
- b. No failure of a condition before the loss and no breach of a promissory warranty affects the Company's obligation under this insurance unless such failure or breach exists at the time of loss and either:
  - i. increases the risk at the time of loss; or
  - ii. contributes to the loss.

Nothing herein contained shall be held to vary, alter, waive or extend any of the terms, conditions, exclusions or limitations of the above-mentioned policy, except as expressly stated herein. This endorsement is part of such policy and incorporated therein.

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THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

WISCONSIN CANCELLATION OR TERMINATION ENDORSEMENT

This endorsement changes the following:

Crime

It is agreed that:

- 1. The following replaces section V., **CONDITIONS, D.2.**:
- 2. The Company may cancel:
  - a. this **Crime Policy** in its entirety;
  - b. an Insuring Agreement; or
  - c. coverage for any **Insured**;

by mailing or delivering to the **First Named Insured** written notice of cancellation at least **20** days (number of days must equal or exceed 20 days) before the effective date of cancellation if the Company cancels for nonpayment of premium; or **60** days (number of days must equal or exceed 60 days) before the effective date of cancellation if the Company cancels for any reason as scheduled below. The Company may cancel for any or all of the following reasons:

- a. nonpayment,
- b. material misrepresentation,
- c. breach of contractual duties, conditions and warranties,
- d. substantial change in the risk.

The Company will mail or deliver the Company's notice to the **First Named Insured's** last mailing address known to the Company. Notice of cancellation will state the effective date of cancellation and the **Policy Period** will end on that date. If this **Crime Policy** or an Insuring Agreement is cancelled, the Company will send the **First Named Insured** any premium refund due, computed on a pro-rata basis. The cancellation will be effective even if the Company has not made or offered a refund. If notice is mailed, proof of mailing will be sufficient proof of notice.

- 2. The following is added to section V., **CONDITIONS, D. CANCELLATION OR TERMINATION:**
- 5. The Company will not be required to renew this **Crime Policy** upon its expiration. If the Company elects not to renew, the Company will provide to the **First Named Insured** written notice to that effect, at least **10** days (number of days must equal or exceed 10 days but not more than 75 days) before the Expiration Date set forth in ITEM 2 of the Declarations if the Company are nonrenewing for nonpayment of premium or **60** days (number of days must equal or exceed 60 days) before such date if the Company is nonrenewing for any other reason.

Nothing herein contained shall be held to vary, alter, waive or extend any of the terms, conditions, exclusions or limitations of the above-mentioned policy, except as expressly stated herein. This endorsement is part of such policy and incorporated therein.

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# Administrative Policy Committee

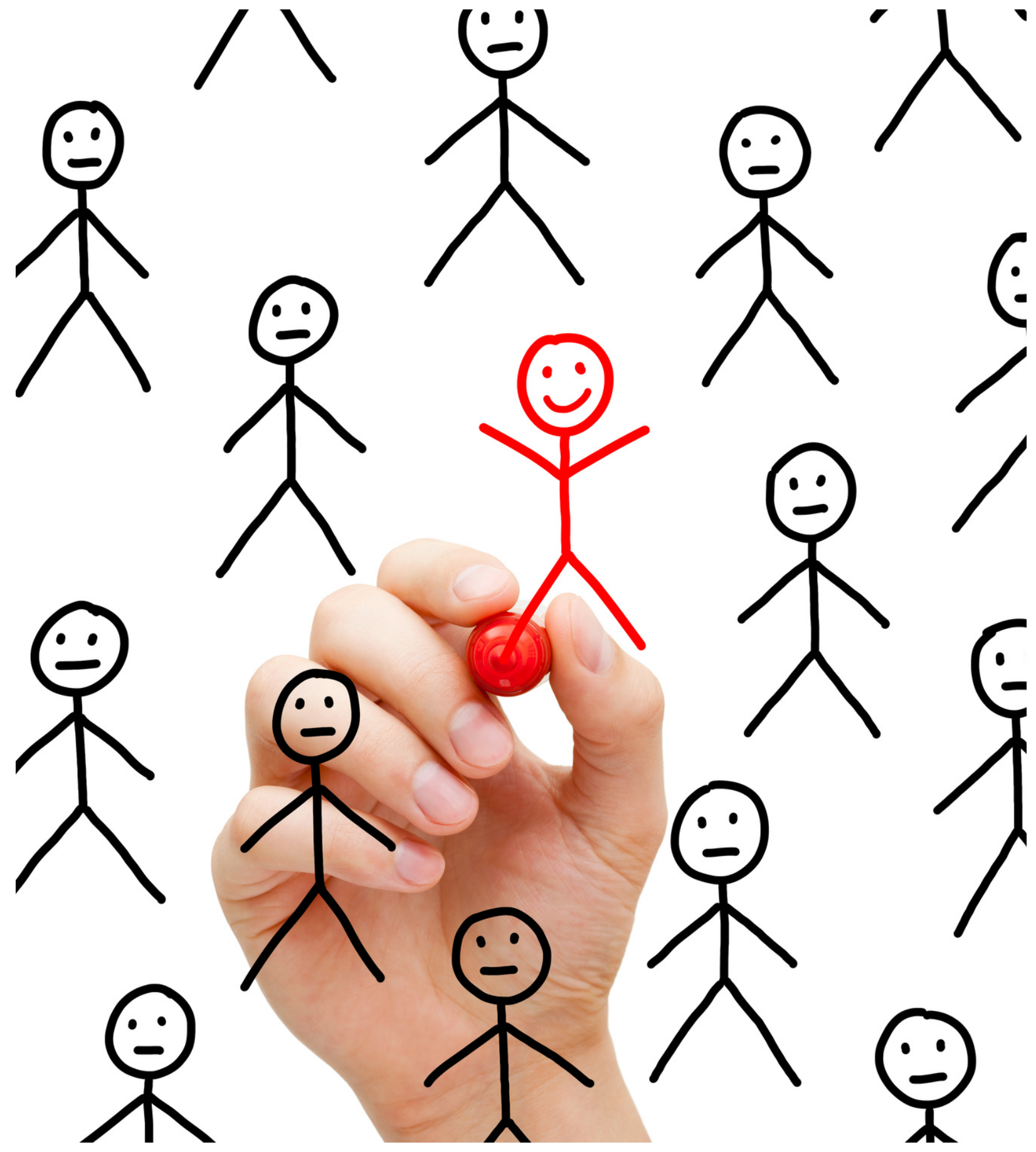
## Duties and Responsibilities



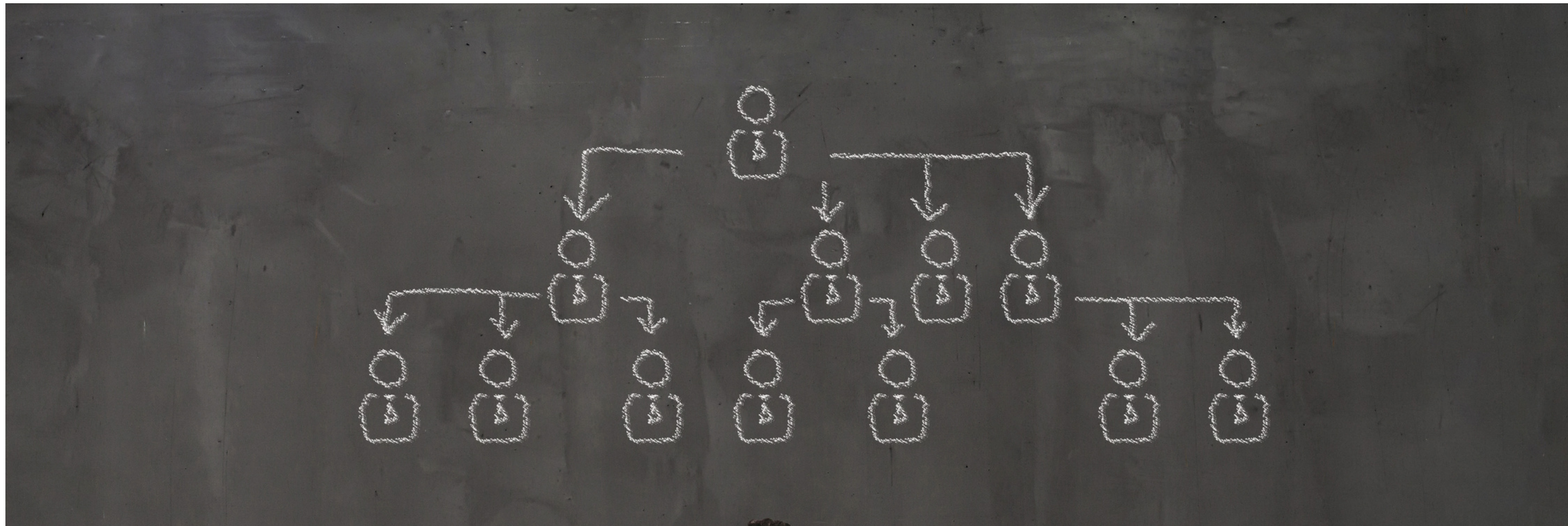


## **A. Composition.**

The Administrative Policy Committee shall consist of **five members. Two members** shall be **Village Trustees. Three members** shall be **citizen members. Three members** of the Administrative Policy Committee shall constitute a **quorum.**



**B. Appointment.**  
The **Village President** appoints members to the Administrative Policy Committee, with consultation and **confirmation by the Village Board.**



### C. Organization.

The Administrative Policy Committee shall select a **Chairperson** and **Vice Chairperson** annually as described in §§ 14-10 and 14-11.

[Amended 2-12-2019 by Ord. No. 19-02]

## D. Recordkeeping.

The Administrative Policy Committee shall keep a **written record** of its proceedings to include all actions taken, a copy of which shall be filed with the Village Clerk.

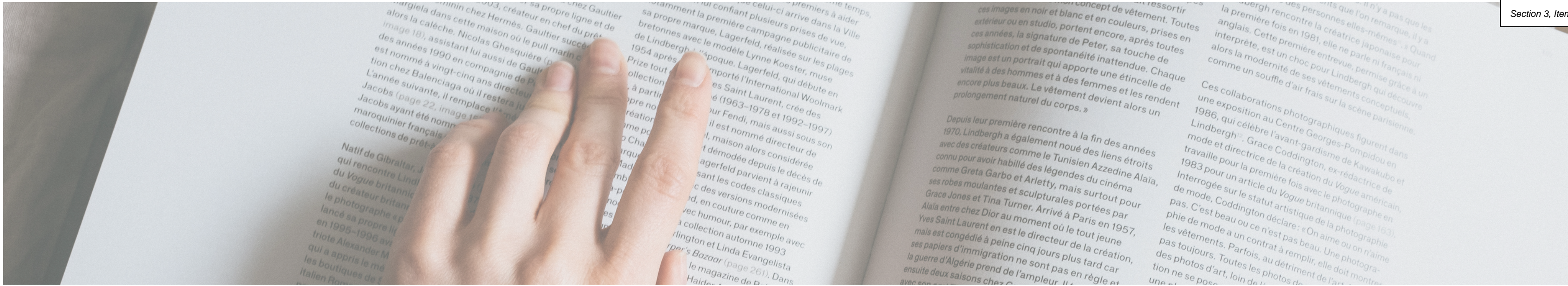




## **E. Meetings.**

The APC shall **meet quarterly or more often as determined by the Committee, Chairperson, Village Board, or Administrator.**  
[Amended 2-12-2019 by Ord. No. 19-02]



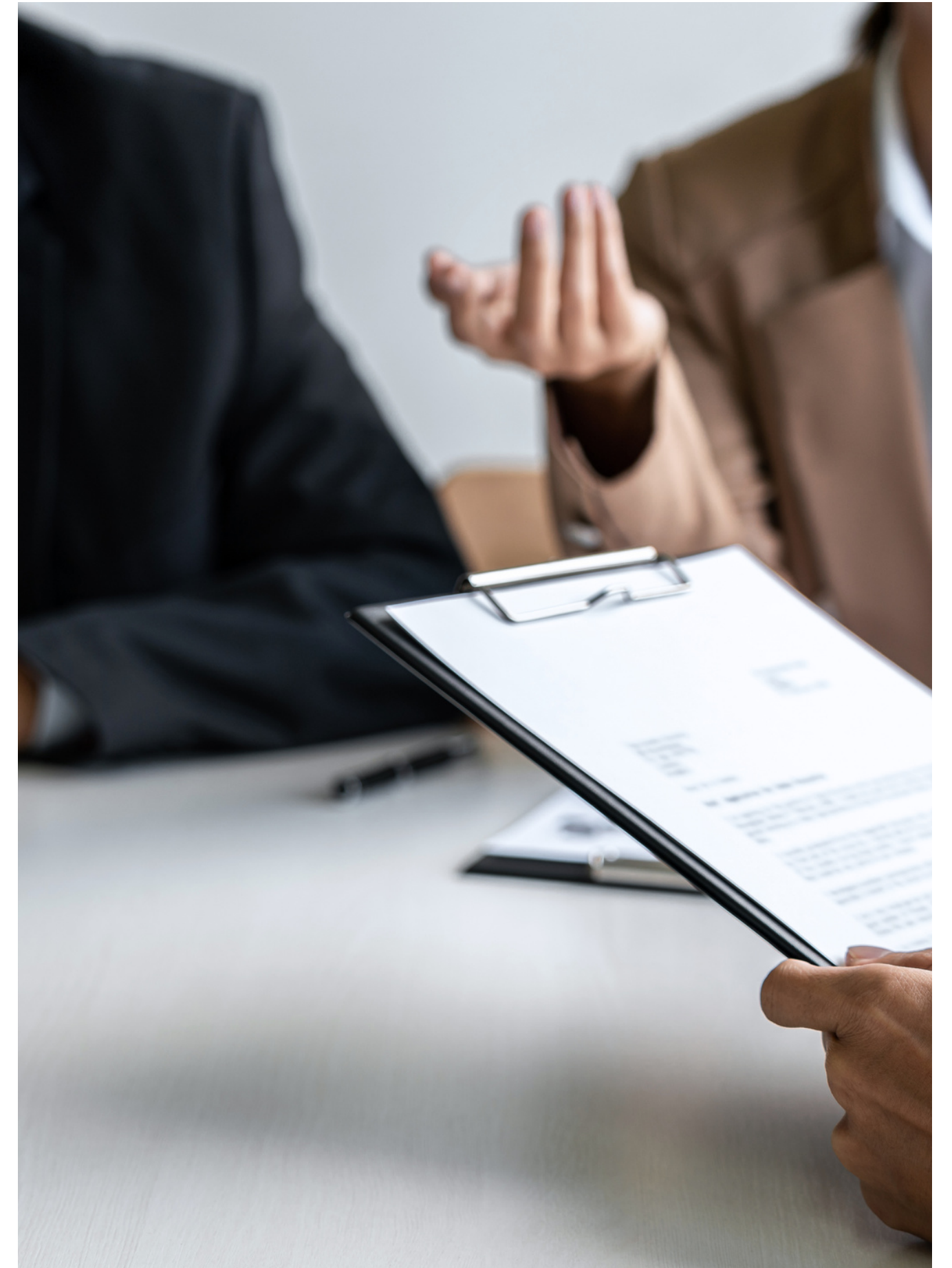


**F.** It shall be the **responsibility of the Village Administrator** to see to it that the **duties** in Subsection G, below, shall be **verbally enumerated and reviewed by the Committee** through discussion annually at the May Committee meeting after the Chairperson and the Vice Chairperson are selected. In the absence of the Village Administrator, this duty shall fall to the Village Clerk.

[Amended 2-12-2019 by Ord. No. 19-02; 8-24-2021 by Ord. No. 21-08]

## G. Duties.

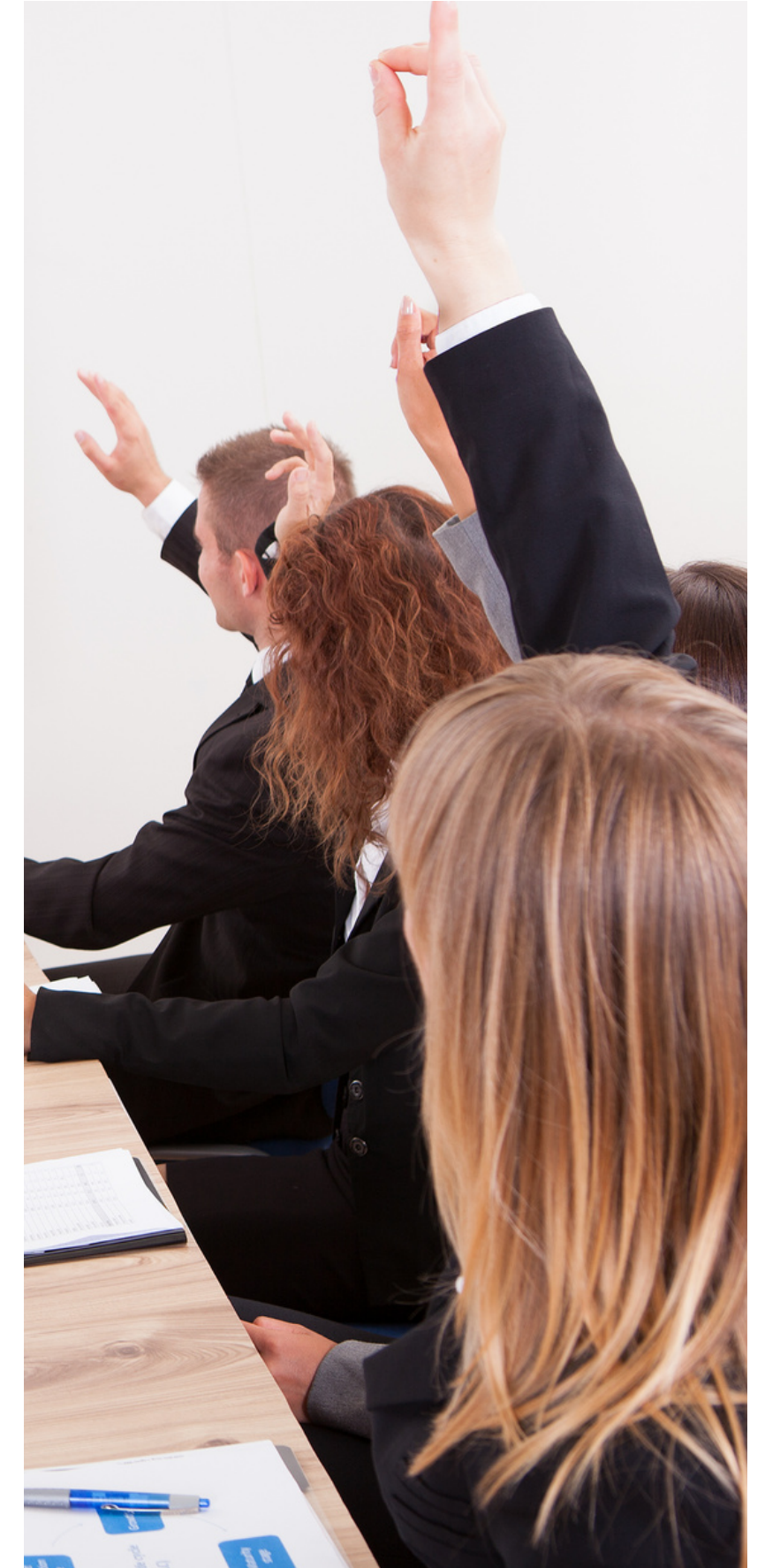
The Administrative Policy Committee is composed of sworn public officials assigned the responsibility of **providing recommendations to the Village Board, and/or recommendations or memos to other committees** on issues regarding administration, finances, and human resources for the short-term and long-term good of the Village and its citizens.





**The Kronenwetter Village Board recognizes and respects the fundamental importance of our committee structure and the weight of the citizen-member responsibilities as well as the value of well-considered and researched committee recommendations.**

Therefore, it is determined that **the performance of these itemized duties shall not in any way be obstructed, curtailed, or bypassed by anyone either directly or by omission, except as deemed necessary by a majority vote of the Village Board.** This Committee's duties shall be liberally construed to include review, research, and recommendations regarding the following:  
[Amended 8-24-2021 by Ord. No. 21-08]





**(1)**  
Personnel policies;



**(2)**  
Staffing levels and changes to position descriptions and wage scales;



**(3)**  
Changes to policies of the Village as they relate to personnel or financial matters;



**(4)**  
Proposed annual budgets for presentation to the Village Board;



**(5)**  
The monitoring of revenues and expenditures through regular reports, including the annual audit;



**(6)**  
Acquisition or disposition of Village-owned property;



**(7)** Operational and capital budgets of all the departments of the Village, including the Village of Kronenwetter Water Utility and the Village of Kronenwetter Sewer Utility;



**(8)** Grant applications;



**(9)**

Financial review of capital projects and contracted services as defined in Village Policy FIN-004;



**(10)**

Recruitment process for the Village Administrator or a department head position when a vacancy occurs in any of those positions;





**(11)**  
Review of internal financial controls and auditor's recommendations; and



**(12)**  
Any other matter the Village Board or Administrator may refer.

**MEETING DATE:**  
06/20/23

**REPORT TO APC**

**AGE**

<b>PRESENTING COMMITTEE:</b> N/A	<b>COMMITTEE CONTACT:</b> President Voll	<b>STAFF CONTACT:</b> Chief Terry McHugh	<b>PREPARED BY:</b> Chief Terry McHugh
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**ISSUE:** Requesting a slight wording addition to the existing VOK employment waiver form after encountering an issue during the background for the last village administrator candidate.

**OBJECTIVES:** Craft language that will release former employees of potential VOK hires so that they may speak about the potential hire with the protection of a signed waiver.

**ISSUE BACKGROUND/PREVIOUS ACTIONS:** While backgrounding the last potential administrator candidate, I ran into an issue where the point of contact for a particular municipality wanted to speak to me about our candidate; however, legal advised him that since our waiver didn't specifically spell out that the candidate was releasing the municipality of liability and authorizing former employees to speak about him, I could not speak to that employee.

**PROPOSAL:** Add simple language along the lines of, *With this release, I hereby authorize and release any representative of all of my former employers, which have been fully disclosed and identified in my employment application, to participate in an in person or telephone/virtual interview with a representative of the Village of Kronenwetter in order to discuss my employment.*

This would then need to be reviewed by our attorney as well to make sure it's legally sound.

**ADVANTAGES:** This would hopefully increase the odds of being able to speak to former employers of potential VOK hires.

**DISADVANTAGES:** Attorney cost to review.

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

**RECOMMENDED ACTION:** Recommend preliminary approval pending attorney review.

**OTHER OPTIONS CONSIDERED:** N/A

**TIMING REQUIREMENTS/CONSTRAINTS:**

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

**ATTACHMENTS (describe briefly):** Current VOK employment waiver.

# Employment Application *Authorization for Release of Information*

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I, (print name: First, M.I., Last ) \_\_\_\_\_, do hereby authorize a review of and full disclosure of all records or any part thereof, concerning myself, to a Village of Kronenwetter representative, a duly authorized agent of the Village of Kronenwetter whether said records are of a public, private or confidential nature.

The intent of this authorization is to give my consent for full and complete disclosure of the records regarding driving status and drivers record as maintained by the Department of Transportation with the State as listed where the applicant has an operator's license. Also included are records of complaint, arrest, trial and/or conviction for alleged or actual violations of the law, including criminal and/or traffic records; records of complaints of a civil nature made by or against me, whatsoever located in any case in which I presently have or have had an interest.

It is the intent of this authorization to provide full and free access to the background and history of my personal life, including access to my educational files and my employee personnel files, for the specific purpose of pursuing a background investigation that may provide pertinent data for the Village of Kronenwetter to consider in determining my suitability for employment by the Village. It is my specific intent to provide access to personal information, however personal or confidential it may appear to be, and the sources of information specifically enumerated above are not intended to deny access to any records not specifically mentioned herein.

I understand that any information obtained by the personal history background investigation that is developed directly or indirectly, in whole or in part, upon this release authorization will be considered in determining my suitability for employment by the Village of Kronenwetter. I fully understand that the refusal to grant this authorization will not, of itself, constitute a basis for rejection of my application.

Please provide the following information so that the Village of Kronenwetter can take appropriate steps to verify your credentials. No personally identifiable information will be released; it will be held in confidence by the Village.

FULL LEGAL NAME: \_\_\_\_\_  
FIRST M.I. LAST

PRIOR NAME: \_\_\_\_\_  
FIRST M.I. LAST

PRIOR STATE OF RESIDENCE: \_\_\_\_\_  
STATE DATE FROM DATE TO

DATE OF BIRTH: \_\_\_\_\_ SOCIAL SECURITY # \_\_\_\_\_

DRIVER'S LICENSE # & STATE OF ISSUANCE: \_\_\_\_\_

CURRENT ADDRESS: \_\_\_\_\_

\_\_\_\_\_  
SIGNATURE OF APPLICANT DATE

The Village requires an original signed copy to be sent to:

Village of Kronenwetter  
1582 Kronenwetter Drive  
Kronenwetter, WI 54455

**AGREEMENT BETWEEN THE VILLAGE OF KRONENWETTER AND KIM D. MANLEY,  
INDEPENDENT MANLEY – INTERIM VILLAGE ADMINISTRATOR**

This Independent Contractor Agreement is made effective June \_\_\_\_, 2023, by and between the Village of Kronenwetter (the “Village”), of 1582 I-39 Frontage Road, Kronenwetter, Wisconsin 54455, and Kim D. Manley (the “Manley”), of W5716 Gorman Road, Rio, Wisconsin 53960. In this Agreement, the party who is contracting the services shall be referred to as “Village” and the party who is providing the services shall be referred to as “Manley”.

- 1.) **DESCRIPTION OF SERVICES.** Beginning at the execution of the agreement Manley will provide the following services:

Interim Village Administrator

- 2.) **PAYMENT FOR SERVICES.** The Village will pay compensation to Manley for the Services. Payments will be made as follows and submitted every two weeks for payment:
  - \$75.00 per hour worked
  - \$125.00 Daily Per Diem
  - Mileage Paid at Current Federal Rate per Mile

No other fees and/or expenses will be paid to Manley, unless such fees and/or expenses have been approved in advance by the appropriate individual or by the Village Board. Manley has sole responsibility for any and all taxes, contributions, insurances or other tax applicable to this compensation.

Manley shall submit bi-weekly hours worksheet to the Village President prior to compensation from the Village. In the Village President’s absence, the Village Clerk shall review and sign prior to compensation by the Village.

- 3.) **RELATIONSHIP OF PARTIES.** It is understood by the parties that Manley is an independent Contractor with respect to the Village and not an employe of the Village. Manley will not nor does qualify for any employee related benefits such as insurances, vacations, or any other employee benefit.

The Village has no right to inquire about the Manley’s other activities or contracted services.

- 4.) **VILLAGE’S CONTROL.** The Village will allow Manley to perform her work. The Villages’ only concern is the result of that she performs the role of Village Administrator in a professional manner with the interest of the Village as top priority. To ensure the Village is informed Manley will communicate as needed to the Village President, Village Board and/or other appropriate staff.
- 5.) **PROFESSIONAL CAPACITY.** Manley is a professional who will use her knowledge, education and experience to best perform the necessary services. The Village shall not instruct how to work

regarding the services being performed unless it pertains information needed for Manley to complete a specific project or activity.

- 6.) **PERSONNEL / POLICY.** If directed by the Village Board Manley will assist in any personnel matter or creation of policy.
- 7.) **LOCATION ON PREMISES.** The Village will provide Manley with the necessary tools to perform the work in which she has been hired to do. Manley does not own, maintain or agrees to not remove any of the items provided by the Village.
- 8.) **DAYS & HOURS OF WORK.** Manley will be available Monday, Tuesday and Wednesday of each week. Meeting attendance, other than Village Board meetings, will be on an as needed basis. Manley anticipates to work 8 hours or more per day depending on the amount of work that needs to be accomplished. Manley notes that this may have to be amended as needed.
- 9.) **CONTRACT AMENDMENT/TERMINATION.** This contract cannot be modified or terminated without the consent of both parties evidenced by signature to the addendum. This contract supersedes and replaced any previous contract between the Village and Manley. As a courtesy to both parties a two weeks' notice would be desired but it is understandable if that is not achievable.
- 10.) **NEW ADMINISTRATOR.** Manley understands that the Village will continue to seek a full-time Administrator and that would terminate this contract prior to the timeframe being included within this contract. The Village must give Manley a two-week notice prior to the start of the full-time Administrator.
- 11.) **CONFIDENTIALITY.** Manley may have access to proprietary, private and/or otherwise confidential information of the Village. Confidential information shall mean any information and/or all non-public information which constitutes, relates or refers to the financial, investments, or operational information of the Villages. Manley will protect such information and treat is as strictly confidential. Upon termination of this agreement any and all confidential information shall be returned to the Village.
- 12.) **INSPECTION OF WORK.** The Village has or retains the right to direct and/or inspect the work as it is being performed. Manley shall maintain a line of communication with the Village President at all times.
- 13.) **HOLD HARMLESS.** The Village will hold harmless Manley for any and all work performed in good faith on the Village's behalf. Proof of insurance will be provided by Manley.

Manley will hold harmless the Village and treat the directives given in good faith between the parties.

14.) **SEVERABILITY.** If any provision of this Agreement shall be held to be invalid or unenforceable for any reason, the remaining provisions shall continue to be valid and enforceable.

15.) **APPLICABLE LAW.** This Agreement shall be governed by the laws of the State of Wisconsin.

This Agreement shall be effective upon the date in which it is executed by both parties and extend through October 31, 2023.

Executed this \_\_\_\_\_ day of \_\_\_\_\_, 2023.

**VILLAGE OF KRONENWETTER**

**CONTRACTOR**

\_\_\_\_\_  
Chris Voll, Village President

\_\_\_\_\_  
Kim D. Manley

**WITNESS:**

\_\_\_\_\_  
Bobbi-Jo Birk-LaBarge



**POSITION TITLE:** Director of Public Works/Utility Superintendent **DEPARTMENT:** Public Works/Utilities  
**REPORTS TO:** Village Administrator **FLSA:** Exempt  
**DATE APPROVED BY VILLAGE BOARD:** March 22<sup>nd</sup>, 2022 **VERSION:** 1  
**REVISION HISTORY:**

**Position Description:**

Under the direction of the Village Administrator for the Village of Kronenwetter, the Public Works Director/Utility Superintendent directs all of the operations of the Public Works Department and Utility Departments. This person in conjunction with the Public Works crew leader and the Utility Crew Leader plans work, schedules regular public infrastructure maintenance and repairs on equipment. Additionally, position manages paperwork, such as grant applications, inventory ordering, and other state required forms, such as MS4 permits. The position also speaks to the public about concerns relating to public works conditions, such as snow plowing, culvert installation requests, requests for permits to exceed road limits when road limits are in effect and other various public works related issues. Position is in charge of creation and submittal of the Public Works, Water, and Sewer budgets to the Village Administrator and works with the Village Administrator and the Village Treasurer on creation of short and long term budgets. This position keeps the Village Administrator, and the Village Board abreast of all of the various operational needs of all of the departments under the position's immediate direction.

**Essential Job Functions:**

1. Directs the overall operation of the Village of Kronenwetter Public Works, and Water and Sewer Departments by working with the various departmental leads or contracted service operators.
2. Responds to inquiries by the general public in a timely manner about concerns or questions they raise regarding any of the departments or projects assigned to this position and keeps the Village Administrator informed as to these inquiries and concerns.
3. Maintains records that are assigned to the Public Works director, such as grant applications, inventory counts for various departments, geographic information system (GIS) relating to infrastructure and other state and federally required documents, follows all state and local laws for record retention, and ensures that departmental offices are kept in an orderly and presentable fashion to the public.
4. Works with various staff members to prepare the yearly and long term draft budget for the Public Works Department, Water and Sewer departments and submits them to the Village Administrator for inclusion in the yearly budget.
5. Oversees building and grounds maintenance of all Village properties including municipal center utilities facilities and public works facilities and works with various staff members to maintain an up to date log of all repairs of various facilities so as to track expenses and repairs.
6. Manages engineering work on Village projects, and works with contracted consultants and other Village staff to ensure that records are maintained, costs are tracked and projects are completed in a timely and professional manner within approved timelines.
7. Provides construction contract administration and inspection of various projects of departments assigned to this position.
8. Develops road maintenance policies, which shall include setting guidelines for road repairs, snow plowing, and salt usage.
9. Maintains the Village's Pavement Surface Evaluation and Rating (PASER) ratings, and updates these ratings on a regular basis, and uses this rating system to recommend to the Village Administrator and to the Village Board the appropriate course of action to maintain and improve the overall road ratings of the Village.



10. Creates and maintains in conjunction with the Village Administrator the long term infrastructure and maintenance plans for the roads, bridges, water, sewer, storm water facilities, and other public areas of the Village and assists in integration of these plans into the long-term budgets of the Village.
11. Consults with department crew leaders on various operations of the departments assigned to this position and determines the best course of action for the operations of the departments assigned to this position.
12. Works with department crew leaders on acquiring and maintaining sufficient inventory of the various departments to ensure the efficient operation of the departments.
13. Develops and documents maintenance plans of Village facilities, sets guidelines and works with vendors and Village staff to ensure the efficient operation of all facilities.
14. Develops and documents the various duties of the department, ensuring that future employees may follow the operations of the department, find appropriate records and ensure the smooth operations of the Village.
15. Reviews plans for subdivisions, road access permits, storm water retention pond calculations and other materials in conjunction with the Community Development Department that relate directly to the departments that are assigned to this position and provides feedback for these items and coordinates with any necessary outside firms following the Village's adopted purchasing policy for complete review of these items.
16. Remains knowledgeable of the latest operations of departments assigned to the position, and researches new methods of operation to keep costs contained, by reading industry related materials, attending webinars and attending other education opportunities within the region as other duties allow.
17. Researches various grant opportunities, gains approval for application from the Village Administrator and the Village Board, administers grants, prepares grant documents, monitors progress of grant funded projects, and ensures that projects are closed out within grant guidelines.
18. Works with the Village Administrator on departmental hiring activities, which shall include review of current position descriptions, preparation of personnel requisitions and other duties as assigned by the Village Administrator.
19. Participates in the update of the Outdoor Recreation Plan, the Village's Emergency Response Plan and other long term planning documents of the Village.
20. Responds to emergency events of the Village by reporting to the Emergency Operation Center of the Village and acts as part of the disaster response team of the Village.
21. Acquires through either in person or web-based training, instruction in the Federal National Incident Management System and maintains this education while employed by the Village.
22. Attends the Central Wisconsin Stormwater Coalition meetings, represents the Village's interests, and reports back to the Village Administrator on various projects of the coalition.
23. Attends the greater Wausau Metropolitan Planning Organization (MPO) technical meetings, represents the Village's interest and reports back to the Village Administrator on various projects of the MPO.
24. Works with other staff members to maintain the Village's website.
25. Leads the safety program for the Public Works and Utilities departments and either leads or acquires instructors or instructional materials for various safety programs that will be held periodically throughout the year.
26. Attends the bi-weekly staff meeting and reports the highlights of the various departments that this position is assigned so that other staff members are aware of ongoing projects.
27. Works with the Village Administrator to come up with a yearly evaluation program for the various employees that are under the direction of this position, and submits reports on evaluations to the Village Administrator.
28. Unless otherwise excused from attendance by the Village Administrator, attends all regular and special Village Board meetings, Utility Committee (UC) meetings, Community Life, Infrastructure and Public Property (CLIPP) Committee meetings and other committees as assigned and responds to questions posed by the members of those committees or boards.
29. Prepares a monthly status report for the UC, CLIPP and the Village Board that will summarize the activities of the various departments assigned to this position and responds to questions raised from said report in a timely and professional manner.
30. Works with appropriate staff to draft and maintain ordinances related to public works and municipal utility issues including comprehensive planning, zoning, building codes and property codes.
31. Participates in the preparation of the Village's monthly newsletter, preparing articles as requested by the Village Administrator.
32. Perform additional duties as assigned by the Village Administrator.

**Non-Essential Job Functions**

1. Attend outside conferences relating to departments assigned to this position which shall require an overnight stay.

**Level of Supervision**

The position manages all aspects of the public works projects and operations including streets, transportation, water utility, sewer utility, and engineering, with the assigned staff and contractors. From time to time the Public Works director position may have to supervise temporary employees that are assigned to supplement the activities of these various departments.

**Knowledge of:**

1. General Accepted Government Accounting Principals
2. Operation and Maintenance of Local Road system
3. Operation and Maintenance of Water and Sewer Utility System

**ABILITY TO:**

1. Ability to analyze and interpret information such as road rating reports, plans for roads and utility infrastructure designs.
2. Ability to develop reports and compose business correspondence.
3. Ability to employ excellent computer skills including intermediate knowledge of Microsoft Office Suite
4. Ability to operate a variety of standard office equipment.
5. Ability to write clear and concise reports that shall be submitted to audiences with varying levels of knowledge of a topic with little explanation required in addition to the submitted report.
6. Ability to work independently with limited supervision.
7. Ability to tactfully deal with parties with conflicting needs or expectations to reach a solution which best benefits the residents of the Village.
8. Ability to effectively present information and respond to questions from citizens, elected officials, committee members and the public.
9. Ability to solve practical problems dealing with situations where limited standardization exists.
10. Ability to interpret complex instructions.
11. Ability to counsel, mediate, and/or provide supervision of staff;
12. Ability to train, advise, coach, and guide others.
13. Ability to work in a collaborative, team environment as well as to lead individuals and teams.
14. Ability to maintain a positive work atmosphere by behaving and communicating in a manner of cooperation and rapport with both internal and external customers.
15. Ability to work rapidly, to prioritize multiple assignments, and to meet specific deadlines and to work effectively in stressful situations.
16. Ability to communicate orally and in writing with Village Board members, Village Committee members, Village residents and the general public, Village department heads and employees, contracted services providers, bond counsel, independent financial auditors, developers, bond rating agency personnel, insurance company personnel, contracted engineers, and others doing business with the Village.

**MINIMUM QUALIFICATIONS:**

1. Valid State of Wisconsin Driver's license or equivalent.
2. Bachelor's Degree in Civil Engineering, Public Administration, or related field, an Associate's degree in Civil Engineering, Public Administration or related field and two years of experience in civil engineering, municipal utilities or public works, or a high-school diploma with four years of experience in civil engineering, municipal utilities or public works.
3. Must complete pre-employment testing and background investigation.
4. Must have at least two years of management experience.

**PHYSICAL DEMANDS**

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

1. Work environment includes general office environment, which shall involve general sedentary work using near vision for prolonged periods, but may also require standing and walking for up to 10% of the time. Office environment subject to minor variations of hot and cold environments and fragrances such as perfume.
2. Some lifting of materials of 20 pounds or less, which could include carrying a lap top computer and other various reports.
3. Occasionally work outdoors in a non-American with Disability Act (ADA) acceptable environment in order to review plans and activities of the various department assigned to this position.
4. This position in the course of its duty may be exposed to blood-borne pathogens, as well as other unsafe conditions directly relating to sewer and water utility operations.
5. Must be able to read, write, and communicate fluently in English.

**MEDICAL REQUIREMENT:**

Applicants may be required to submit to a medical examination prior to appointment, consistent with requirements of the position. The Kronenwetter Village Board will update from time to time specific requirements of the medical examination.

*The Village of Kronenwetter is an equal opportunity employer. In compliance with the Americans with Disabilities Act, the Village will provide reasonable accommodations to qualified individuals with disabilities and encourages both prospective and current employees to discuss potential accommodations with the employer.*



# REPORT TO APC

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<b>ITEM NAME:</b>	Hiring of Recruitment Firm for Director of Public Works
<b>MEETING DATE:</b>	June 20, 2023
<b>PRESENTING COMMITTEE:</b>	APC
<b>COMMITTEE CONTACT:</b>	
<b>STAFF CONTACT:</b>	
<b>PREPARED BY:</b>	Bobbi Birk-LaBarge

---

**ISSUE:** Deciding if VOK should reach out and hire a recruitment firm to recruit and hire a new qualified public works director skilled and qualified in start-up and follow through of a multi-million-dollar project for VOK's new water and treatment facility.

**OBJECTIVES:** Re-evaluate the Director of Public Works job description and salary range and decide if the village should hire a recruiting firm for employment purposes or utilize current employment marketing sources.

**ISSUE BACKGROUND/PREVIOUS ACTIONS:** VOK urgently needs a skilled and qualified Public Works Director to lead and see through our multi-million-dollar water and treatment facility project that is about to begin.

**PROPOSAL:** Research and discuss employment firms' verses utilizing current employment marketing sources.

**ADVANTAGES:** Both options should lead to a qualified candidate

**DISADVANTAGES:** Not finding a replacement soon could delay the water treatment facility project even further

**ITEMIZE ALL ANTICIPATED COSTS (Direct or Indirect, Start-Up/One-Time, Capital, Ongoing & Annual, Debt Service, etc.)** This cost varies on the option chosen

**RECOMMENDED ACTION:** Make a motion to hire a recruitment firm or make a motion to utilize current marketing sources

**OTHER OPTIONS CONSIDERED:** None

**TIMING REQUIREMENTS/CONSTRAINTS:** ASAP -without delay

**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): Recruiting Firms List**

**From:** [Jennifer Poyer](#)  
**To:** [Bobbi Birk-LaBarge](#)  
**Subject:** Recruiting Firms  
**Date:** Monday, June 19, 2023 9:28:13 AM  
**Attachments:** [image001.png](#)

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Goodwin Recruiting - <https://www.goodwinrecruiting.com/government-recruiters>

Gov HR USA - <https://www.govhrusa.com/>

Public Administration Associates LLC - <https://public-administration.com/>

Sparks Group Inc. - <https://sparksgroupinc.com/>

Baker Tilly - <https://www.bakertilly.com/industries>

**Jennifer Poyer**

Communications Specialist

Village of Kronenwetter

715-693-4200 ext. 104

[www.kronenwetter.org](http://www.kronenwetter.org)

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MEETING DATE: 06/20/23	REPORT TO APC			AGENDA ITEM #
PRESENTING COMMITTEE: APC	COMMITTEE CONTACT:	STAFF CONTACT:	PREPARED BY: Bobbi Birk-LaBarge	
<p><u>ISSUE:</u> The Village posted for the permanent Administrator in August of 2022. We have been struggling to fill that roll with a permanent Administrator</p>				
<p><u>OBJECTIVES:</u> Re-evaluate the plan for hiring a permanent Village Administrator, i.e., re-post or explore a headhunter group to seek out qualified candidates for this position.</p>				
<p><u>ISSUE BACKGROUND/PREVIOUS ACTIONS:</u> At the February 13, 2023 Village Board meeting, Duane Gau recommended the Village hire a firm and estimated the cost at 12k-15k, depending on services. The Board decided to post the position "tin house" and see if we would get quality applicants prior to spending that much money. Thus far, the process has not been great, as we received only one applicant who had actual municipal experience as an Administrator. The Village has been without a permanent Administrator since early July 2022.</p> <p>I've been advised it can take up to three months to hire an Administrator from start to finish. We have gotten by with Interim Administrators and utilizing our Chief of Police. Due to negative social media and numerous past turnover at the village, it needs to strongly consider hiring a headhunter agency to recruit for an Administrator.</p>				
<p><u>PROPOSAL:</u> Allow staff to find a headhunter agency for our next permanent Administrator similar to PAA.</p> <p>PAA President Kevin Brunner advised the following via e-mail to Chief McHugh I March of 2023:</p> <p>Chief McHugh,</p> <p>Yes, PAA does provide executive search services. We perform about 30 municipal CEO searches each year for Wisconsin municipalities. Last Fall, we assisted the village of Rothschild with the search for their new administrator and have conducted similar searches for many communities in central Wisconsin. The prices for our executive search services range in price depending on the level of service requested but a typical search will be in the \$13K-\$15K range which includes all marketing costs, candidate reference background reports, candidate assessment center including emotional intelligence and psychological testing and employment agreement drafting/negotiating. It is a 'turn-key' approach where PAA does all of the necessary candidate recruitment/assessment with the governing body charged with selecting the semi-final and ultimately the final candidates that they want to consider for the position,</p>				

ADVANTAGES: The Village could see a greater quantity of candidates who have municipal experience, particularly those with experience as an Administrator. Keeping this item moving means that we're prepared and staying ahead of the game. A firm like PAA does all the "heavy lifting," which frees up the staff from these hiring tasks and saves us time and money.

DISADVANTAGES: Cost—this is obviously going to cost more than the "in house" recruitment process. However, we have saved money by not paying the Administrator salary since February 20<sup>th</sup>.

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

Kevin Brunner of PAA advised me they would charge approximately 13k-15k depending on services. Former Interim Administrator Gau budgeted 15k for this expense and 5k for relocation expenses into the 2023 budget. The money for a firm has been budgeted for 2023.

RECOMMENDED ACTION:

Recommend the Village contract with PAA or another similar firm to hire our next permanent Administrator.

OTHER OPTIONS CONSIDERED:

N/A

TIMING REQUIREMENTS/CONSTRAINTS:

As stated, the sooner we begin this process the better.

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

Former Interim Administrator Gau budgeted 15k for this expense and 5k for relocation expenses into the 2023 budget.

ATTACHMENTS (describe briefly):



The background features a complex, glowing blue circuit board pattern on a dark blue gradient. Several white icons are overlaid on the circuitry: three individual human figures in rectangular frames, and a larger group of three human figures in a larger rectangular frame. The overall aesthetic is high-tech and digital.

# Directory of Executive Search Firms



**BE STRATEGIC IN HOW YOU RECRUIT EXCEPTIONAL SERVANT LEADERS**



# PLAY CHESS NOT CHECKERS

20

**EXPERIENCE**

20 + years in local government recruitment



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Reputation for providing innovative services and solutions



**700+ CLIENTS**

700 + local government clients in 50 states



**HIGHLY RATED**

2018 blind survey of 4,000 City Management professionals by National Research Center, Inc., rated SGR highest overall of 14 national & regional public management search firms

## THE SGR DIFFERENCE

- Recruiters are former local government professionals
- Reputation among rising young professionals as supportive of next generation leaders
- Recruits diverse candidates ensuring inclusiveness
- One of the most robust social media talent recruitment strategies in the industry. SGR's vast network of active and passive candidates + latest social media trends and best practices = ideal candidate pool
- New SGRecruiter® platform anonymously matches prospects with opportunities & reduces implicit bias
- Comprehensive candidate vetting including background investigations & media searches

## SGR IS MORE THAN A RECRUITMENT FIRM

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**Services**

- Recruitment and Selection Processes
- Human Resources Consulting
- Management Consulting
- Professional Development

**Outcomes**

- Objective, thorough process
- Utilization of best practices
- Satisfaction guaranteed

**Heidi Voorhees, President**  
 HVoorhees@govhrusa.com  
 847.380.3243



**Joellen J. Cademartori, Chief Executive Officer**  
 JCademartori@govhrusa.com  
 847.380.3238

**Services**

- Temporary Placements
- Temp-to-Hire Placements
- Outsourced Placements
- Specific Project Placements

**Outcomes**

- Reduce employee costs permanently
- Respond rapidly to service demands
- Eliminate recruitment and selection costs
- Create flexibility in staffing assignments

**GovHRusa.com 847.380.3240**

**ICMA** | strategic partner



# Directory of EXECUTIVE SEARCH FIRMS

The executive search firms in this directory are listed alphabetically by name with this information: website, address, contact email address, phone number, and areas served in the United States. (Note that all of this information may not have been provided by each organization.)

## **Affion Public**

affionpublic.com  
2120 Market Street,  
Suite 100  
Camp Hill, Pennsylvania  
17011-4709  
info@affionpublic.com  
888-321-4922  
Nationwide

## **Alliance Resource Consulting, LLC**

alliancerc.com  
1 Centerpointe Drive,  
Suite 440  
La Palma, California 90623  
info@alliancerc.com  
562-901-0769  
California, Virginia, Florida,  
Nationwide

## **Avery Associates**

averyassoc.net  
3 1/2 N Santa Cruz Avenue,  
Suite A  
Los Gatos, California  
95030-5916  
jobs@averyassoc.net  
408-399-4424  
California

## **Bob Murray & Associates**

bobmurrayassoc.com  
1544 Eureka Road, Suite 280  
Roseville, California  
95661-3093  
bmurray@bobmurrayassoc  
.com  
916-784-9080  
California, Florida

## **Careers in Government**

careersingovernment.com  
1345 S Sierra Bonita  
Los Angeles, California  
90019  
310-403-8022  
Nationwide

## **Chris Hartung Consulting, LLC**

chcpublicsectorsolutions.com  
2000 E Lamar Suite 600  
Arlington, TX 76006  
chris@chcpublicsectorsolu-  
tions.com  
817-715-9693  
Texas, Oklahoma, and  
New Mexico

## **Colin Baenziger & Associates**

cb-asso.com  
2055 S Atlantic Avenue,  
Suite 504  
Daytona Beach Shores,  
Florida 32118-5024  
colin@cb-asso.com  
561-707-3537  
Florida

## **CPS HR Consulting**

cpshr.us/executive-search/  
recruitment-staff  
2450 Del Paso Road, Suite 220  
Sacramento, California  
95834-9664  
connie@cps.ca.gov  
916-263-3600  
California, Colorado, and Texas

## **DDA Human Resources, Inc.**

ddahumanresources.com  
5029 Upton Avenue S  
Minneapolis, Minnesota  
55410-2244  
Gary@DavidDrown.com  
612-920-3320  
Minnesota

## **Eaton Peabody**

**Consulting Group**  
eatonpeabody.com/consulting  
77 Sewall Street, Suite 3000  
Augusta, Maine 04330-6334  
207-622-3747  
Maine

## **Edward J. Collins, Jr.**

Center for Public Management  
umb.edu/cpm  
100 William T Morrissey  
Boulevard  
Boston, Massachusetts  
02125-3393  
collins.center@umb.edu  
617-287-4824  
Massachusetts

## **GovHR USA**

govhrusa.com  
630 Dundee Road, Suite 130  
Northbrook, Illinois  
60062-2749  
info@govhrusa.com  
847-380-3240  
Nationwide

## **HC Smith, Ltd**

hcsmith.com  
24000 Mercantile Road,  
Suite 7  
Beachwood, Ohio  
44122-5964  
hcsmith@hcsmith.com  
216-752-9966  
Nationwide

## **HueLife, LLC**

hue.life  
5775 Wayzata Boulevard,  
#700  
St. Louis Park, Minnesota  
55416  
info@hue.life  
651-204-0441  
Minnesota

## **JDGray Group, LLC**

jdgraygroup.com  
11625 Custer Road,  
Suite 110-281  
Frisco, Texas 75035  
info@jdgraygroup.com  
972-885-6472  
Nationwide

## **Jersey Professional Management**

hjerseyprofessionalmgmt.com  
23 North Avenue E  
Cranford, New Jersey  
07016-2196  
info@jerseyprofessionalmgmt  
.com  
908-276-2777  
New Jersey

## **Kansas League Executive/ Administrative Position Search (LEAPS)**

lkm.org/page/LEAPS  
300 SW 8th Avenue  
Topeka, Kansas 66603-3951  
info@lkm.org  
785-354-9565

## **Management Partners, Inc.**

managementpartners.com  
1730 Madison Road  
Cincinnati, Ohio 45206-1865  
atrimpe@management  
partners.com  
513-861-5400  
California, Ohio, Virginia

**Mathis Group**  
mathisgroup.net  
11660 Church Street, #714  
Rancho Cucamonga,  
California  
91730-8917  
Dr.Bill@MathisGroup.net  
909-322-9045  
California

**McGrath Consulting Group, Inc.**  
mcgrathconsulting.com  
P.O. Box 190  
Wonder Lake, Illinois  
60097-0190  
info@mcgrathconsulting.com  
815-728-9111  
Nationwide

**Municipal Resources, Inc.**  
mrigov.com  
120 Daniel Webster Highway  
Meredith, New Hampshire  
03253  
all@mrigov.com  
866-501-0352  
New England

**Murphy, Symonds, & Stowell Search**  
msssearch.com  
1001 SW 5th Avenue,  
Suite 1100  
Portland, Oregon  
97204-1127  
503-244-2126  
Oregon

**Municipal Solutions LLC**  
municipalsolutions.org  
845 S. Estrella Parkway,  
#5038  
Goodyear, Arizona 85338  
888-545-7333 (U.S.); s39  
327 938 6493 (International)  
Canada, Europe, United States

**Odgers Berndtson**  
odgersberndtson.com  
Royal Bank Plaza  
200 Bay Street  
Toronto, Ontario M5J 2J3  
Canada  
toronto@odgersberndtson.com  
416-366-1990  
Worldwide

**Peckham & McKenney, Inc.**  
peckhamandmckenney.com  
300 Harding Boulevard, Suite  
203D  
Roseville, California 95678  
866-912-1919 Toll Free  
bobb@peckhamand  
mckenney.com  
All U.S. offices in Northern and  
Southern California, Colorado,  
and Texas

**Prothman**  
prothman.com;  
prothman-jobboard.com  
371 NE Gilman Boulevard,  
Suite 310  
Issaquah, Washington  
98027-2901  
info@prothman.com  
206-368-0050  
National

**Public Administration Associates, LLC**  
public-administration.com  
P.O. Box 282  
Oshkosh, Wisconsin  
54903-0282  
info@public-administration.com  
920-235-0279  
Indiana, Iowa, Michigan,  
Minnesota, Wisconsin

**Ralph Andersen & Associates**  
ralphandersen.com  
5800 Stanford Ranch Road,  
Suite 410  
Rocklin, California 95765  
info@ralphandersen.com  
916-630-4900  
National

**Resource Management & Acquisitions**  
rmasearchfirm.com  
government@rmasearchfirm.com  
888-646-2607  
Asia, Canada, Europe, United States

**RJA Management Services, Inc.**  
rjamanagement.com  
2719 South Mayflower  
Avenue,  
Suite A  
Arcadia, California 91006  
rgarcia@rjamanagement.com  
626-447-3318  
California

**Roberts Consulting Group, Inc.**  
robertsrcg.com  
P.O. Box 1127  
Rancho Mirage, California  
92270-1127  
robertsrcg@msn.com  
424-522-2251  
California

**S. Renée Narloch & Associates**  
srnsearch.com  
2910 Kerry Forest Parkway,  
D4-242  
Tallahassee, Florida 32309  
info@srnsearch.com  
850-391-0000  
Nationwide

**Slavin Management Consultants**  
slavinweb.com  
3040 Holcomb Bridge Road,  
Suite A1  
Norcross, Georgia 30071  
info@slavinmanagement  
consultants.com  
770-449-4656  
Nationwide

**Spencer Stuart**  
spencerstuart.com  
13355 Noel Road,  
Suite 1200  
Dallas, Texas 75240  
214-672-5200  
Nationwide

**Springsted | Waters Executive Recruitment**  
springsted.com  
380 Jackson Street, Suite 300  
Saint Paul, Minnesota  
55101-4705  
information@waters-  
company.com  
651-223-3000  
Minnesota, Washington

**Strategic Government Resources**  
governmentresource.com  
P.O. Box 1642  
Keller, Texas 76244-1642  
CourtneyWare  
@GovernmentResource.com  
817-337-8581  
Florida

**Teri Black & Co**  
tbcrecruiting.com  
3510 Torrance Boulevard,  
Suite 209  
Torrance, California  
90503-4829  
info@tbcrecruiting.com  
424-296-3111  
Western United States

**The Lee Group**  
theleegroup.com  
11838 Rock Landing Drive,  
Suite 150  
Newport News, Virginia  
23606-4232  
757-873-0792  
Virginia

**The Mercer Group, Inc.**  
mercergroupinc.com  
Corporate Offices: 5579B  
Chamblee Dunwoody Road,  
#511  
Atlanta, Georgia 30338  
Executive Offices: 1000  
Cordova Place, #726  
Santa Fe, New Mexico 87505  
mercerc@mindspring.com  
505-466-9500  
Nationwide from 21 offices

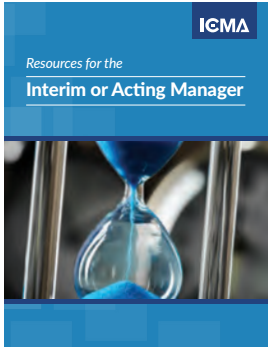
**The Novak Consulting Group**  
thenovakconsultinggroup.com  
26 E Hollister Street  
Cincinnati, Ohio 45219-1704  
info@thenovakconsulting-  
group.com  
513-221-0500  
Nationwide

**Waldron**  
waldronhr.com  
101 Stewart Street,  
Suite 1200  
Seattle, Washington  
98101-2449  
info@waldronhr.com  
206-441-4144  
Arizona, California, Oregon,  
Washington

ICMA maintains this list of executive search firms that know the local government management profession. This list is for your convenience but it is not an endorsement of any firm.

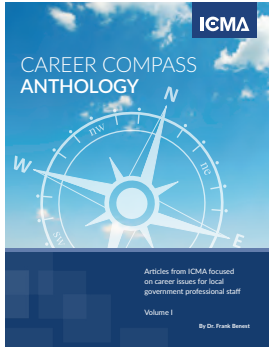
# ICMA CAREER GUIDES

ICMA’s Career Guides offer local government professional managers toolkits to help you thrive in the profession, from finding a position, to succeeding as a first-time manager, or how to break into the profession from another field, and preparing the next generation through internships and Fellowships. Find all these guides at [icma.org/careerguides](http://icma.org/careerguides).



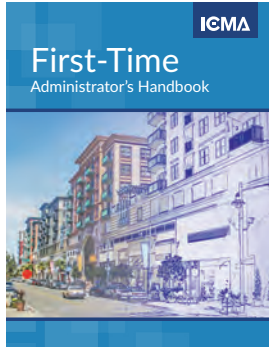
**Acting Manager’s Handbook** is a guidebook to help the acting manager make the most of a sometimes-unexpected opportunity. (Member Resource)

[icma.org/actingmgr](http://icma.org/actingmgr)



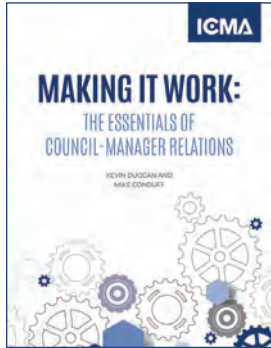
**Career Compass** is a monthly column from ICMA focused on career issues for local government professional staff that appears in the ICMA Newsletter and online.

[icma.org/careercompass](http://icma.org/careercompass)



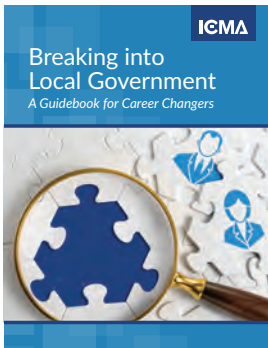
**First-Time Administrator’s Handbook** covers items that should be considered before an interview, during an interview, before accepting a position, and before starting a new position. (Member Resource)

[icma.org/newmanager](http://icma.org/newmanager)



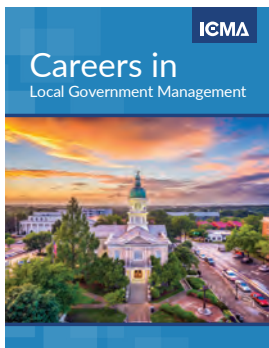
**Making It Work: The Essentials of Council-Manager Relations** provides the competencies needed to build a relationship that is based on mutual respect, understanding of roles, and open communication.

[icma.org/councilrelations](http://icma.org/councilrelations)



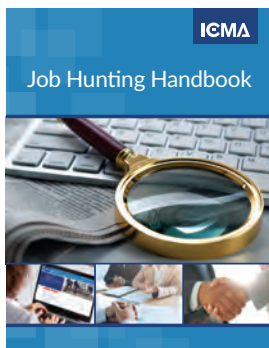
**Breaking into Local Government** will help career-changers enter the local government sector. Cases include private sector, military, and other government sectors.

[icma.org/breakingintolg](http://icma.org/breakingintolg)



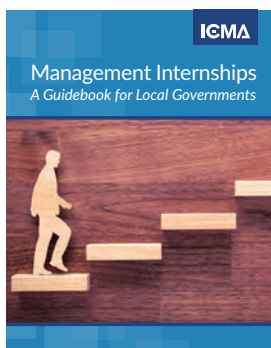
**Careers in Local Government Management** is an introduction to local government as a career, what city/town/county management is, what managers do, and tips on education, skills, and job opportunities related to the profession.

[icma.org/careersinlg](http://icma.org/careersinlg)



**Job Hunting Handbook** is a resource that covers topics ranging from mapping out your job search to negotiating compensation. (Member Resource)

[icma.org/jobhandbook](http://icma.org/jobhandbook)



**Management Internships: A Guidebook for Local Governments** helps local government managers and MPA programs work together to create meaningful internship experiences.

[icma.org/internships](http://icma.org/internships)

## FIND A CAREER RESOURCE NEEDS AT ICMA.ORG!

Find a Job at ICMA's  
Job Center:  
[icma.org/job-center](http://icma.org/job-center)

Find a Coach at ICMA's  
Coaching Program:  
[icma.org/coaching](http://icma.org/coaching)

Search for Internships and  
Fellowships: [icma.org/find-internships-fellowships](http://icma.org/find-internships-fellowships)

Explore hosting an ICMA  
Management Fellow:  
[icma.org/host-fellow](http://icma.org/host-fellow)

Consider teaching or lecturing  
to inform students about the  
profession: [icma.org/teach](http://icma.org/teach)

Visit an ICMA  
student chapter:  
[icma.org/student-chapters](http://icma.org/student-chapters)

Learn about the ICMA  
Credentialed Manager  
Program: [icma.org/credentialing](http://icma.org/credentialing)

Grow in your career through  
professional development:  
[icma.org/thrive-your-career-icma-university](http://icma.org/thrive-your-career-icma-university)

Contact our team with  
questions!

- To post a job ad: [advertising@icma.org](mailto:advertising@icma.org)
- Questions about the ICMA Management Fellowship: [lgmfprogram@icma.org](mailto:lgmfprogram@icma.org)
- Questions about ICMA Coaching: [coaching@icma.org](mailto:coaching@icma.org)



**Manager Evaluations Handbook** is a template for new or tenured managers to help elected officials design an effective evaluation tool.

(Member Resource)

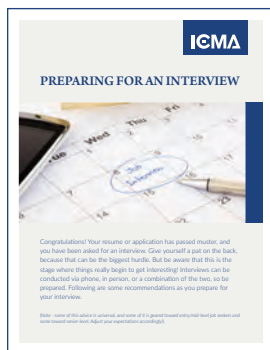
[icma.org/evaluation](http://icma.org/evaluation)



**Model Employment Agreement** is a template for municipal government administrators to use in crafting terms of hiring and employment.

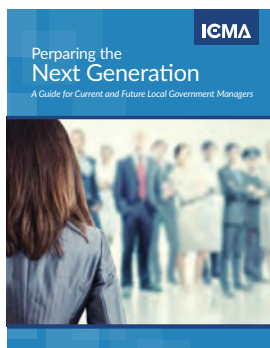
(Member Resource)

[icma.org/employmentagreement](http://icma.org/employmentagreement)



**Preparing for an Interview** offers helpful hints once you've passed the resume screening and have been called in for a discussion.

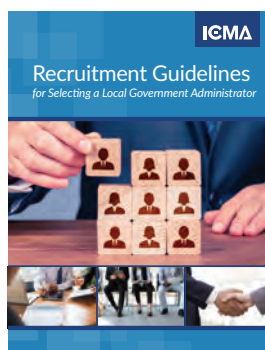
[icma.org/interviewguide](http://icma.org/interviewguide)



**Preparing the Next Generation Case Studies** highlights programs being used by local governments that believe it is their responsibility to mentor young and mid-career professionals.

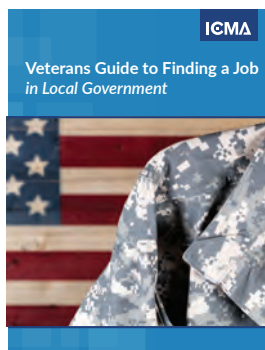
(Member Resource)

[icma.org/nextgencases](http://icma.org/nextgencases)



**Recruitment Guidelines for Selecting a Local Government Administrator** presents guidelines to help local governments and executive search firms conduct a successful recruitment for a local government administrator/chief administrative officer.

[icma.org/recruitmentguidelines](http://icma.org/recruitmentguidelines)



**Veterans Guide to Finding a Job in Local Government** offers tips and tactics to help veterans get the job they want in local government.

[icma.org/veterans-jobs-guide](http://icma.org/veterans-jobs-guide)

Explore more career resources at [icma.org/careerguides](http://icma.org/careerguides)



Alliance Resource Consulting is considered one of the premier public sector executive recruiting firms in the country. Our company motto “The Power of Partnership” is taken seriously at ALLIANCE and carries a reputation of providing service and building lasting relationships by placing the highest quality candidates throughout the United States.

Our mission is to provide value-added service to our clients in an ethical, efficient, transparent and timely manner. We are committed to providing our clients and candidates with the highest caliber of service in the industry.

For questions and inquiries, please contact:

Sherrill Uyeda, *Founding Partner*  
Cindy Krebs, *Regional Director*  
David McDonald, *Regional Director*

*Our consultants are based in Palo Alto, California; Seattle, Washington and Tallahassee, Florida.*



Headquarters Office  
1 Centerpointe Drive, Suite 440  
La Palma, CA 90623

T: (562) 901-0769

F: (562) 901-3082

[www.allianceRC.com](http://www.allianceRC.com)

[twitter.com/GoAllianceRC](https://twitter.com/GoAllianceRC)

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## EXECUTIVE RECRUITING



## INTERNATIONAL



Municipal Solutions is a leading public sector consultancy specializing in comprehensive HR solutions - including Executive Search. Our nationally-recognized methods serve small & large organizations including boroughs, cities, counties, towns, schools and utility districts.

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City ; County Manager Police Chief School Principals  
Building Officials Finance Directors Superintendents  
HR Directors Public Works Directors IT Directors

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SPEAK TO A RECRUITER

## ACTIVE RECENT RECRUITMENTS

Click image to enter the color recruitment profiles

ASST. CITY ADMINISTRATOR  
Moline, IL (pop. 41,900)

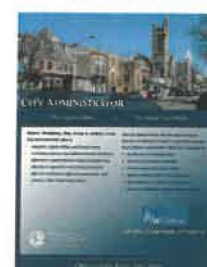
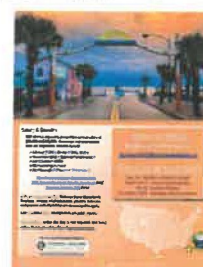
CIO  
N. Las Vegas, NV (pop. 275,500)

DIRECTOR of PARKS & RECREATION

PARKS & RECREATION  
Sonterra, TX (pop. 15,000)

SERVICES DIRECTOR  
New Smyrna Beach, FL (pop. 26,500)

CITY ADMINISTRATOR  
Woodbury, NJ (pop. 9,800)



Congratulations  
Barry D. Khuzien

~ CLOSED ~  
Finalist Candidates: International

~ OPEN NOW ~

~ CLOSED ~

Congratulations  
John Leech  
CITY

DEVELOPMENT  
SERVICES DIRECTOR

Somertu\_7'

Finalist Candidate Interviews -OPEN  
Apply by July 2nd

CHIEF EXECUTIVE

Anthem, AZ (pop. 29,000)



Executive Searches : Active & Recent Recruitments				
POSITION TITLE	AGENCY	CLOSING	STATUS	for
Recruitment DATE	<small>Click link to download profile</small>			
<u>Director of Parks &amp; Recreation</u>	Sonterra Metropolitan Utility Dist. Jarrell, TX (POP. 15,000)	OPEN until		<u>10-page color Recruitment Profile</u>
<u>City Administrator</u>	City of Windsor Heights, IA (pop. 5,200)	2023		<u>9-page color Recruitment Profile</u>
<u>Chief Information Officer</u>	City of North Las Vegas, NV (pop. 274,000)	PENDING SELECTION		<u>7-page color Recruitment Profile</u> <u>9-page color SuQQlement</u>
<u>Development Services Director</u>	City of New Smyrna Beach, FL (pop. 22,400)	2022		Congratulations Shane Corbin
<u>Assistant City Administrator</u>	City of Moline, IL (pop. 41,920)	2022		Congratulations Barry Dykhuizen
<u>Assistant City Manager</u> <u>Communi Development Director</u>	City of Arvin, CA (pop. 21,800)	2022		<u>Recruitment Profile</u>
<u>City Administrator</u>	City of Woodbury, NJ (pop. 9,800)	2022		Congratulations John Leech
<u>Executive Director</u> <u>Downtown Odessa</u>	City of Odessa, TX (pop. 127,000)	2022		Congratuations Casey Hallmark
<u>Development Services Director</u>	City of New Smyrna Beach, FL (pop. 22,400)	2022		Congratulations Ms. Derek Burr
<u>Executive Director</u>	Anthem Community, AZ (pop. 29,000)	2022		Congratulations Aaron Baker
<u>City Manaer</u>	City of Arvin, CA (pop. 21,300)	2022		Congratulations Jeff Jones
Public Safety Director (Interim)	City of Lindsay, CA (pop. 13,30)	2022		Congratulations, Rob Moore
City Administrator (Interim)	City of Woodbury, NJ (pop. 9,800)	2022		Congratulations Len Sossaman

City Administrator (interim)	Small-sized City in NJ (pop. 10,000)	2021	<u>Express Interest / Register</u>
HR Director (interim)	Small-sized City in CA (pop. 7,500)	2021	<u>Express Interest I Register</u>
Police Chief (interim)	Small-sized City in NC (pop. 9,000)	2021	<u>Express Interest I Register</u>
Public Works Director (interim)	Small-sized City in VA (pop. 8,000)	2021	<u>Express Interest I Register</u>
City Engineer (interim)	Large-sized City in TX (pop. 50,000)	2021	<u>Interest J Register</u>

www.municipalsolutions.org/recruiting 1/3 6/19/23, 8:16 AM

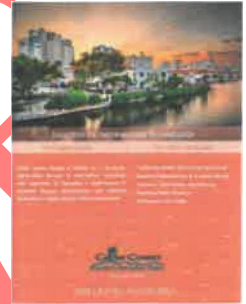
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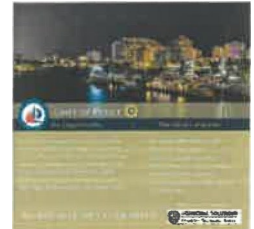
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~ 240 applicants ~

CHIEF of POLICE  
Fort Lauderdale (pop. 182,600)  
- Patrick Ivnn Intentr Chief -



~ 50 applicants ~

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Congratulations  
Aaron Baker

EXECUTIVE DIRECTOR

& BUILDING OFFICIAL

0 2023 PRIVACY & USE POLICY

Odessa, TX (pop. 127,000)



DIRECTOR of IT

Bay County, FL (pop. 181,000)



# ASSISTANT CITY ADMINISTRATOR

CITY OF MOLINE, ILLINOIS

POPULATION 42,985

## About the Position

## Background

The City of Moline is looking for its *first* Assistant City Administrator to fill a newly-created position as part of an organizational restructuring. The City Administrator is looking to maintain a highly effective and efficient local government where staff and residents take great pride in the leadership and management of the City. This position is the senior member of the City Administrator's management team.

### IDEAL CANDIDATE ATTRIBUTES

- *Effectively exercise independent judgment.*
- *Exceptional leadership and managerial traits.*
- *Outstanding analytical and problem-solving skills.*
- *Capacity to be a positive ambassador for the City.*
- *Demonstrate strong interpersonal communication skills, written and verbal.*
- *Successfully collaborate with the Mayor, Council, Department Directors, staff, stakeholders, residents, businesses and external agencies.*
- *Ability to execute the short and long-term vision for the City.*

The City of Moline is located in Rock Island County, Illinois, nestled between the Mississippi River and the Rock River. Part of the "Quad Cities," metropolitan area with a population of nearly 400,000. Chicago is 175 miles to the east— Des Moines is 160 miles to the west. Moline is halfway between Minneapolis-St. Paul and St. Louis.

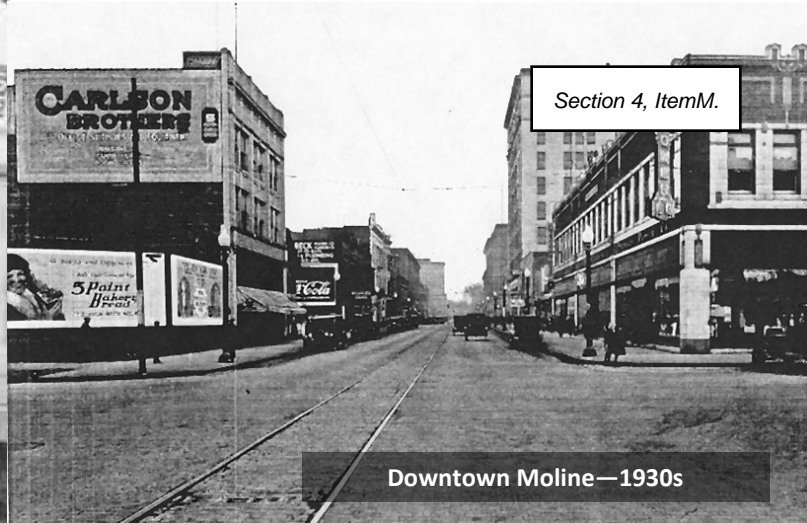
7-MEMBER City Council, \$147,000,000 budget, the City of Moline is a full-service City with 4 collective bargaining units.



***Take time to live, play and discover!***



Downtown Moline—5th Avenue 1950s



Section 4, Item M.

Downtown Moline—1930s

**State of Illinois** - First explored by the French, the area soon became a British territory, and Illinois became the 21st state in 1818. After the Civil War, Chicago's population skyrocketed and its prominence increased. By the 20th century, Illinois had a population of 5 million people attracted to its expanding industrial base and employment opportunities. Also known as *'the Land of Lincoln'* and the *'Inland Empire State'*.

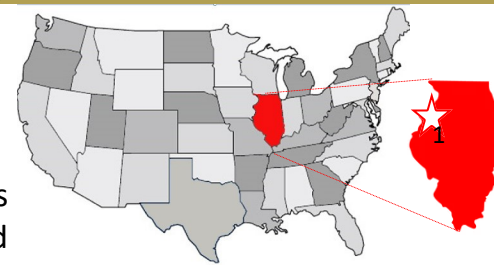
**Moline** - The *"City of Mills"*, from the French *moulin* was incorporated on August 29, 1872 under Illinois State Law. Local settlements came with the construction of a dam providing energy to power local mills. Hydro power attracted industrialists and factories, Swedish, Belgian and German immigrants. John Deere, the inventor of the self-scouring steel plow, relocated his steel plow company to Moline and today remains the world headquarters.

## Geography



The State of Illinois is surrounded by Upper Midwest states of Wisconsin, Indiana, Missouri & Iowa. Moline is located on the northwestern edge of the State on the Mississippi

River 175mi west of Chicago between St. Louis and Minneapolis - St. Paul. The City covers 16.42 sq/mi.



Cities within a few hours' drive include:

- |                     |                     |                      |
|---------------------|---------------------|----------------------|
| Chicago (3 hrs)     | Springfield (3 hrs) | Des Moines (3 hrs)   |
| Milwaukee (4 hrs)   | St. Louis (4 hrs)   | Indianapolis (5 hrs) |
| Kansas City (6 hrs) | Minneapolis (6 hrs) | Louisville (6 hrs)   |
| Cincinnati (6 hrs)  | Columbus (7 hrs)    | Detroit (7 hrs)      |

## TRANSPORT

### Quad City International Airport (MLI)

Serves 11 non-stop hubs with dozens of flights daily on four major airlines *Allegiant, American, Delta and United* in addition to major air freight carriers like BAX Global, DHL/ Danzas Air & Ocean, DHL Express and UPS Supply Chain Solutions. Moline is 3 hours away from Chicago O'Hare Airport.

## POPULATION

According to the 2020 US Census, the Moline's population is 42,985 and of 470,973 for the Quad Cities Metro Area. There are an estimated 18,449 households of 2.26 persons per household and 66.2% owner-occupied housing unit rate. The city has a total area of 16.43 square miles. Population density is 2,468 people per sq/mi.

Population by Age Range			
Age group	Percent	Age group	Percent
>5	6.4%	45-54	12.1%
6-17	16.4%	55-64	13.8%
18-24	8.2%	65-74	9.1%
25-34	13.8%	75+	8.1%
35-44	12.2%		

(Source: statisticalatlas.com)

## AGE DISTRIBUTION

Moline has a well balanced population. 22.71% of the local population is under 18, 17.19% is over 65.

## ETHNIC COMPOSITION

According to the 2020 Census data, Moline's ethnicity is composed of 65.23% White, 18.68% Hispanic or Latino, 8.52% Black or African American, 4.09% Mixed Race, 2.97% Asian, 0.17% Native American or Alaska Native, 0.03% Pacific Islander, 0.31% Other Race. Of residents +25, 89.1% have at least obtained a High School Diploma and 28.2% a Bachelor or higher degree.

## COST OF LIVING

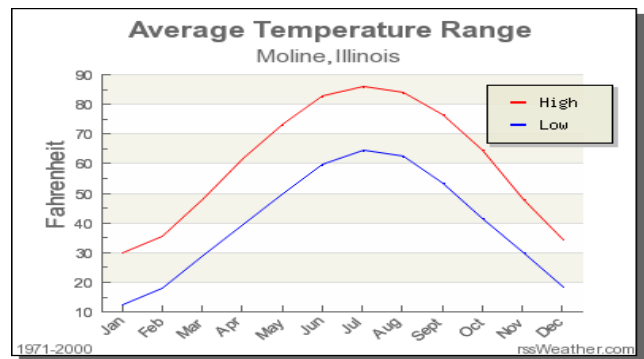
Moline's Cost of Living Index is "89" - somewhat below US average. The Median Property Value in 2019 was \$119,500 - well below the national average of \$231,000.

## MEDIAN INCOME

Based on 2019 data, Moline residents have a median household income of \$54,431, with a 2.87% annual growth compared to 2018.

## CLIMATE

Typical of the northern half of Illinois, Moline experiences a humid continental climate with hot, humid summers and cold, moderately snowy winters; precipitation is distributed throughout the year but is greater in the warmer months. The normal monthly mean temperature ranges from 22.6 °F in January to 75.4 °F in July. Snowfall averages 31.6 inches per season.



## COMMERCE

Once called "Plow City," Moline remains the world headquarters for John Deere, and farm implements continue to be the primary economic factor in Moline. Aluminum and elevator production, food processing and the military (Rock Island Arsenal) are important to the local economy as well.

#	Local Employer	# of EEs
1	Trinity Moline	2,700
2	Deere & Company	1,600
3	Moline School District #40	866
4	Black Hawk College	697
5	Tax Slayer Center	500
6	Hy-Vee	500
7	Walmart Supercenter	450
8	City of Moline	409
9	Two Rivers YMCA	275
10	McLaughlin Body Company	300

# FORM of GOVERNMENT

## FORM of GOVERNMENT

The City of Moline is a City Council-Administrator form of local government. Seven (7) City Council members (Aldermen) are elected from wards and the remaining Council member and the Mayor are elected at-large. They each serve 4-year staggered terms, with four (4) Council members elected every two (2) years. [More here.](#)



Moline City Council

## ORGANIZATIONAL STRUCTURE

The City Council appoints the City Administrator, who appoints the directors of various departments and oversees the day-to-day operations of municipal services and an authorized employee complement of 393 positions. The City of Moline has four bargaining units: *AFSCME, Fraternal Order of Police, the International Association of Firefighters (IAFF), and the UAW.*

The City of Moline’s \$147 million all funds budget supports a full range of general governmental services, including: *police and fire protection; emergency medical response; sanitation collection services; the construction and maintenance of roadways, and other infrastructure; public water, storm water and wastewater utilities; building and code enforcement, engineering, planning, zoning, community and economic development; general administrative services; and recreational programs and library activities.*

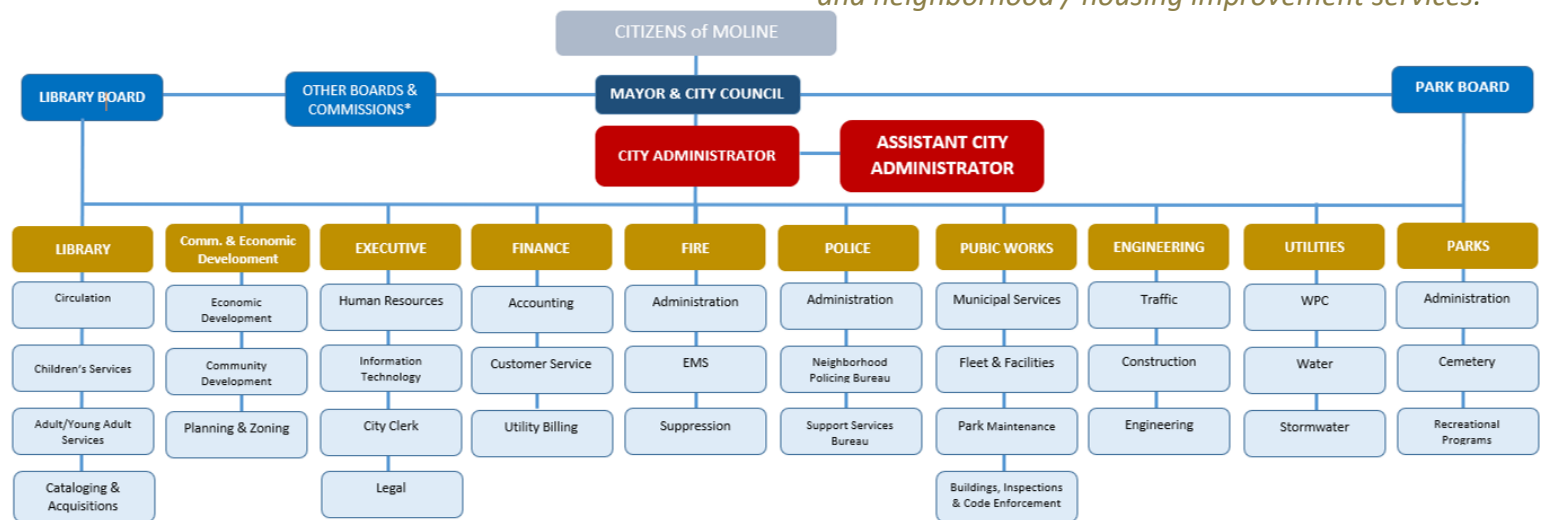
The City retains a strong A1 bond rating from Moody’s.

## THE MANAGEMENT TEAM

The City Administrator is appointed by the Council and serves as the Chief Executive Officer. This position is an advisor to the Council on policy and financial matters, and is ultimately responsible for implementing policy per Council’s direction. The Administrator is responsible for fully managing municipal finances, assets, personnel, and resources in the most effective, efficient and sustainable manner possible. 4 City Administrators in 15 years.

Departments managed by the City Administrator include:

- ◇ **City Clerk:** *with the City 4 years, is appointed by the City Administrator and prepares Council Agendas and Minutes, Liquor Licenses, Municipal Records and Records of Boards and Commissions, Special Events / Block Parties & Elections.*
- ◇ **Community & Economic Development:** *(Interim) provides economic development, planning, zoning, and neighborhood / housing improvement services.*



# MANAGEMENT TEAM

(continued)

- ◇ **Engineering:** (Interim) duties include designs, surveys, inspects the construction of 600 lane miles, bridges, 175 miles of storm drains, 227 miles of sanitary sewer lines and 15 lift stations, 240 miles of water mains, traffic control devices and other City infrastructure in the right-of-way and maintains the City's traffic signal network.
- ◇ **Finance:** with the City for 2 years, duties include permits and licenses, fees and fines, water / sewer billing service and tax information, budgets, financial reports, and more.
- ◇ **Fire:** with the City for 33 years, 2 Deputy Chiefs less than 3 years, duties include training, prevention, suppression and EMS with employees from 4 stations. 1,300 inspections annually.
- ◇ **Human Resources:** with the City for 10 years, duties include Employee Benefits, Occupational Health Information, Job Opportunities, Labor Agreements, Risk Management for 380+ FTEs.
- ◇ **Legal:** (corporate counsel), duties include drafting ordinances, resolutions and corresponding documents, defending and prosecuting legal matters on behalf of the City, and responding to FOIA requests, court prosecutions and trials.
- ◇ **Information Technology:** with City for 10 years duties include database, hardware, software systems, GIS / Mapping, server and PC support / management, Help Desk support to all departments, technology purchases, website and telecommunication support.
- ◇ **Parks & Recreation:** with City for 2 years, 23 parks comprised of more than 700 acres including an Aquatics Center, Sports Complex, Parkway, Island, two municipal cemeteries, 16 miles of trails, two public dog parks, adult & youth sports programs, facility rentals, and special events.



- ◇ **Library:** with the City for 27 years who provide Adult / Young Adult services, Acquisitions, Technology, Children's Services, Community Education, Literacy, and Passport Services.
- ◇ **Police:** with the City for 2.5 years serves over 42,000 residents over 16.6 square miles with full-time, sworn police officers and civilian / non-uniformed employees, 60,000 service calls / year.
- ◇ **Public Works:** (Interim) oversees the management and repair of 600 lane miles, bridges, 175 miles of storm drains, 227 miles of sanitary sewer lines and 15 lift stations, 240 miles of water mains and more.
- ◇ **Utilities:** with the City for 31 years oversees the management of water, wastewater and storm water infrastructure - 1 water plant processing 5M gallons of water and 2 wastewater treatment plants, 15 pumping stations processing 14M gallons of wastewater per day.

[City Budget 2022-24 Action Plan](#)      [Annual Financial Report 2022-24 Strategic Plan](#)







## Assistant City Administrator (ACA)

The Assistant City Administrator is the senior member of the City Administrator’s management team and is appointed by the City Administrator serving much like a Chief of Staff providing day to day oversight of many operating departments as directed by the City Administrator.

This position is given wide latitude for the exercise of independent judgment. Due to the importance of relationship-building with staff, citizens, and community stakeholders, strong interpersonal communication skills and a physical presence at City Hall are essential.

Major responsibilities include:

- ◇ *Serves as Acting City Administrator in the absence of the City Administrator;*
- ◇ *Directly supervises specific departments as assigned by the City Administrator and assists the City Administrator with the supervision of the various departments;*
- ◇ *Participates in and makes presentations to various boards, civic organizations, neighborhood associations, etc. and to the City Council;*
- ◇ *Serves as a spokesperson for the City with various local, state and national media when directed by the City Administrator which will require establishment of effective relationships with media representatives.;*
- ◇ *Participates in labor relations activities and collective bargaining activities, in conjunction with Human Resources & Legal staff;*
- ◇ *Provides a variety of staff assistance to the Mayor and City Council as directed by the City Administrator;*
- ◇ *Supervises employees as assigned by the City Administrator;*
- ◇ *Assists with managing City’s brand and coordinates a variety of municipal communications with various media outlets, social media and the public.*

[The Assistant City Administrator’s full Job Description us found here](#)

## The Ideal Candidate

- ◇ **Team-Builder & Visionary**
- ◇ **Accomplished, Innovative & Influencer**
- ◇ **Excellent Communicator & Collaborator**
- ◇ **Customer Service-focused, Servant-Leader**
- ◇ **Technically-skilled, Educated & Experienced**

## Qualifications

### Education

- **Master’s Degree** in *Public Administration, Business Administration* OR a closely-related field of study (*required*) from an accredited college or university.  
*Equivalent combination of education, training and experience will also be considered.*

### Experience

- **Minimum of seven (7) years’ experience** required with responsible management experience in leading a full-service local government or public agency. Demonstrable experience in any of the following: *Budget, Finance, Asset Management, Personnel Management, Economic Development, Land-use Planning, Risk Management, Collective Bargaining.*

### Certifications & Licenses

- An **ICMA-credential** is welcome, but *not required*. Professional credentials from other fields are also welcome.

# OPPORTUNITIES & FUTURE CHALLENGES

Expected opportunities & challenges are listed below:

## Re-staffing & Succession Planning

The Assistant City Administrator will take an active interest in **recruiting, hiring, on-boarding & retention** of more than 40 new vacancies due to retirements and post-COVID impact. The City has experienced more than 25 new hires in 6 months. **Succession planning** and preparing staff for future increased responsibilities are needed in some departments.

## Infrastructure goals

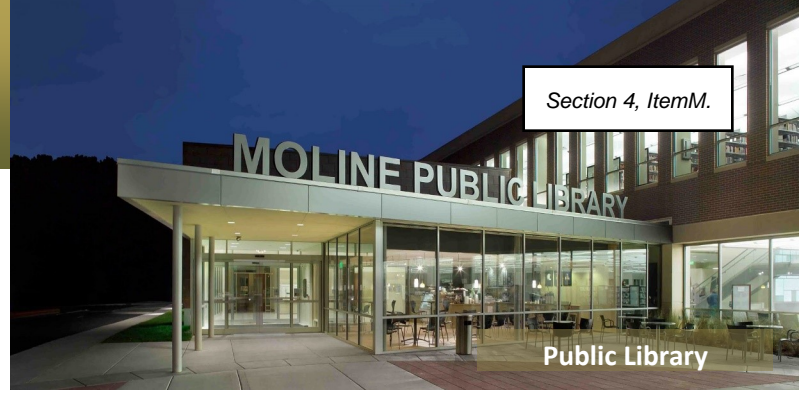
Infrastructure figures prominently into the City's recently adopted **2022-2024 Strategic Plan**, identified as one of three pillars along with quality of place and the local economy. The **Infrastructure Pillar**, deemed the top priority by residents, encompasses a full range of water, sewer, street, sidewalk, and transportation projects that will involve the Assistant City Administrator in leading and overseeing several departments in the development, design, and construction of significant **infrastructure improvements** during the next several years. The City has allocated **\$21 million** to fund infrastructure projects, including a comprehensive **Street Improvements Program** and **Asset Management Program**.

## Economic Development & Redevelopment

City plans call for major investments to support **economic development and redevelopment** of the City's downtown along the Mississippi River and other commercial corridors located throughout the City. Growth and development opportunities south of the Rock River are on the horizon. The Assistant City Administrator will play a leadership role in making and presenting projects, plans and updates to the City Council in collaboration with City departments, partnering agencies and developers.

## Community Engagement

**Community engagement** is a high priority at all times. The Assistant City Administrator will provide opportunities for community input, information, and feedback on improvement projects and City services and ensure that community inquiries and needs are addressed in a



manner that is transparent, inclusive, timely and culturally sensitive.

## Development Process Improvement Customer Service / One-Stop-Shop

The City has placed high priority on **public improvements and development projects**, the Assistant City Administrator will quickly build a strong rapport within the **Engineering, Community and Economic Development, Public Works and Utilities Departments** and the City's leadership team to refine development processes and develop a **One-Stop-Shop**.

Establishing and maintaining relationships with metropolitan planning organizations within the Quad Cities, and Illinois DOT officials will also be important for the Assistant City Administrator.



# REGIONAL & LOCAL AMENITIES



Quad City Marathon

Well known for its rich history in industrial development, Moline is living a strong economic and cultural revival, with events such as the Thursday Night Summer Concert Series at Bass Street Landing and Mercado on Fifth, which reflects Moline's diverse heritage. Downtown Moline also plays host to events of regional importance such as the Quad City Marathon, Holiday Hop, and the Lighting of the Commons. Simply, Moline is a great place to be!

- ◆ **Nature:** Moline's strategic position between the **Mississippi River** and **Rock River** offers an extraordinary quality of life with a wide variety of recreational activities, including boating, riverboat gaming, water-skiing and fishing. Visit the **Niabi Zoo**, the **Quad Cities Botanical Center**, the and enjoy a day trip to **Starved Rock State Park & Shawnee National Forest** or bike, rollerblade, jog or walk along the many miles of riverfront trails. Reminiscent of the days of Mark Twain, riverboats once again dock along America's most famous river and play a critical role in attracting visitors.
- ◆ **History & Culture:** Visit the **John Deere Pavilion**, **Butterworth Center & Deere-Wiman House**, the **Rock Island County Historical Society** and **Arsenal Museum**, the **Belgian Museum of the Quad Cities / Center for Belgian Culture**.
- ◆ **Leisure:** Take a scenic cruise on board the **Channel Cat Water Taxi** or **Celebration Cruise Line**; spend some quality family time at the **Riverside Family Aquatic Center**; relax playing in one the several golf courses; be part of the many events held at **Tax Slayer Center**.
- ◆ **Sports:** The Quad Cities has several professional sports teams that include the **QC Storm Hockey Team**, the **QC River Bandits Class A Baseball Team**, and the **QC Steamwheelers Indoor Football Team**. Moline annually hosts the **PGA-John Deere Classic** and the **Women's Mississippi Valley Conference Basketball Tournament**.



Quad Cities Bandits Baseball



Cycling



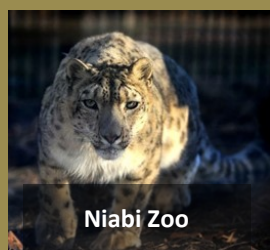
Riverside Family Aquatic Center



Celebration Cruises



Quad Cities Steamwheelers



Niabi Zoo



John Deere Pavilion

*Moline...A Great Place To Be!*



# ASSISTANT CITY ADMINISTRATOR

EarthCam

## Compensation

The City offers a *regionally-competitive* salary of **\$121,500 to \$170,000**. Starting salary depends on qualifications and experience. Professional dues and relocation are negotiable. Benefits include:

- » *Medical, Dental and Vision (80/20)*
- » *Pension IMRF (4.5% EE contribution; ER 5.15%)10-year vesting for Tier 2*
- » *Deferred Contribution Retirement Plan (457)*
- » *Flex Spending Account (available)*
- » *Paid time off*
- » *13 paid holidays*

[View the Employee Benefits Overview \(link\)](#)

[View the Benefits Summary \(link\)](#)

[View the complete Job Description \(link\)](#)

## Equal Opportunity

City of Moline is an Equal Opportunity Employer. Persons of all ethnicities, genders, veterans, and persons with disabilities are encouraged to apply.

## Confidentiality

Expressions of Interest are not public record.

## EXPRESS INTEREST by April 10th

Resume and Letter of Interest by EMAIL only to:

[MolineACA@MunicipalSolutions.org](mailto:MolineACA@MunicipalSolutions.org)

Direct questions to the email or (888) 545-7333.

## TIMELINE & SELECTION

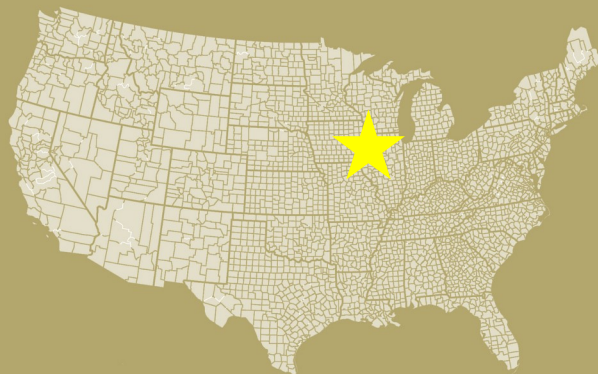
**Apr 10** Deadline to Express Interest

**Mar 14 - Apr 10** Screening & Evaluation

**May 6** Finalists Selected

**Mid May** Interviews, ACA selected

**Early July** ACA begins employment



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**A firm suggested for use by Sean Von Bergen:**

DDA Human Resources, Inc.

5029 Upton Avenue South

Minneapolis, MN 55410

(612) 920-3320

[www.ddahumanresources.com](http://www.ddahumanresources.com)

GovHR USA

630 Dundee Road, Suite 225

Northbrook, IL 60062

(847) 380-3240

[www.govhrusa.com](http://www.govhrusa.com)

In addition to PAA I've been involved in recruitment searches for Director level public positions with all three firms and I would highly recommend all of them for the VOK's next search for a fulltime Administrator. If you have any questions or need additional information feel free to contact me...

Thank you,

*Sean Von Bergen*

**Sean Von Bergen, P.E., CFM**

*Assistant County Engineer*

**Winnebago County Highway Department**

424 N. Springfield Ave, Rockford, IL 61101

Main (815) 319-4000

Desk (815) 319-4034

Cell (815) 312-7772

Fax (815) 319-4001

[svonbergen@hwy.wincoil.gov](mailto:svonbergen@hwy.wincoil.gov)

[www.wincoil.gov](http://www.wincoil.gov)



**WINNEBAGO COUNTY**  
— ILLINOIS —

**From:** [Jennifer Poyer](#)  
**To:** [Bobbi Birk-LaBarge](#)  
**Subject:** Recruiting Firms  
**Date:** Monday, June 19, 2023 9:28:13 AM  
**Attachments:** [image001.png](#)

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Goodwin Recruiting - <https://www.goodwinrecruiting.com/government-recruiters>

Gov HR USA - <https://www.govhrusa.com/>

Public Administration Associates LLC - <https://public-administration.com/>

Sparks Group Inc. - <https://sparksgroupinc.com/>

Baker Tilly - <https://www.bakertilly.com/industries>

**Jennifer Poyer**  
Communications Specialist  
Village of Kronenwetter  
715-693-4200 ext. 104  
[www.kronenwetter.org](http://www.kronenwetter.org)

Find the Village on [Facebook](#), [Instagram](#), [Twitter](#), [LinkedIn](#)

[Subscribe to our montly e-newsletter.](#)





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# **Village of Kronenwetter**

**Request for Proposal**

**Executive & Professional  
Recruitment Services  
for**

***Village Administrator***

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## REQUEST FOR PROPOSAL (RFP)

**Procurement Contact:** Bobbi Jo Birk-LaBarge  
**Email Address:** [bbirklabarge@kronenwetter.org](mailto:bbirklabarge@kronenwetter.org)  
**Telephone Number:** 715-693-4200 ext. 111

Proposals must be received no later than **May 12, 2023**.

Proposals received after this date will not be considered for award.

The Village will only accept proposals electronically submitted. Email your RFP response to [bbirklabarge@kronenwetter.org](mailto:bbirklabarge@kronenwetter.org).



**I. Introduction**

The Village of Kronenwetter is soliciting proposals from qualified and experienced headhunting firms to provide recruitment services for the hiring of a Village Administrator. The intent of this request for proposal (RFP) is to partner with a recruiting firm to provide highly qualified candidates for the Village to consider at a competitive cost per recruitment.

**II. Village of Kronenwetter Description**

The Village of Kronenwetter (pop. 8,353 per 2020 census) is located in Marathon County in Central Wisconsin, approximately 8 miles south of the City of Wausau.

The urbanized, residential neighborhoods of Kronenwetter’s northwest slowly transform into the rural beauty of the Village’s forests and agricultural land.

The population of Kronenwetter has grown from 5,369 in 2000 to 7,616 in 2017. This 41% increase makes Kronenwetter one of the fastest growing communities in Central Wisconsin.

The Village operates under a board-administrator form of government with seven elected officials on the Village Board including the Village President. Under this form of government, the Village Board sets the policies for the operation of government while the board appointed Village Administrator has administrative responsibilities for city operations.

The Village has a total 2023 budget of \$4.7 million and a staff of approximately 30 full-time positions, 3 part-time positions and 3 seasonal positions.

Village services include general government; emergency medical services; fire and police services; public works; planning and zoning; and parks and recreation. The Village has contracts with Riverside for emergency medical services.

**III. Services Required**

The Village is seeking a qualified and experienced professional search firm to provide recruitment services for the position of Village Administrator.

Desired recruitment services include but are not limited to:

- Meet with the Village Board to obtain information regarding expectations, challenges, requirements and responsibilities of the position.
- Develop a position profile and advertising plan based on previous successes with similar clients and positions.
- Execute a direct networking campaign to attract top talent, executing the advertising plan. This may include regional, in-state and local elements as determined during initial meetings with the Village Board.
- Contact known potential candidates to motivate application.
- Outreach to others in similar classifications for either application or referral of potential applicants.
- Accept all applications.
- Review and rate applicants.

- Screen applicants, including face to face or video conference with viable candidates; screening to include background, criminal and credit checks; references; and media checks to ensure finalists have backgrounds of the highest integrity.
- Deliver a list of the top candidates to be interviewed.
- Coordinate and schedule candidate interviews with the Village Board.

The Village may propose additional tasks as deemed necessary. Any additional services shall be compensated as agreed upon in the resulting contract with the Village.

**IV. Village Administrator Position Description and Responsibilities**

*(see Appendix A for full details)*

The Village Administrator serves as the chief administrative officer to directly supervise and coordinate the departments of Administration, Finance, Public Works, and Community Development under the general direction of the Village Board. The role includes creating and enforcing administrative policies and procedures to ensure standardized and efficient operations.

The Village Board will appoint the Village Administrator. The board is made up of an elected Village President and six elected Village Trustees, who each serve a two-year term.

Upcoming initiatives and projects include building a water treatment plant; developing a yard waste site; replacing the sewer lift stations; park revitalization; studying the concept of an interchange at Kowalski Road and I-39; developing and managing the Village’s TID 2 District; and economic development.

**V. Proposal Content**

At minimum, the proposal must include the following information to be considered for the engagement.

1. Cover Letter
  - Must be signed by an individual authorized to bind the proposer contractually
  - Must indicate the signer’s title or position
  - Include a statement that the proposal meets all the requirements of the RFP and that the offer tendered by the proposal will remain in full force and effect until and may be accepted by the Village at any time prior to 90 days beyond the deadline for submittal.
2. Statement of Minimum Qualifications
3. References
  - Please provide a at least three references from prior engagements of similar size and scope of the services being requested by the Village.
  - Reference checks will be conducted for each finalist.
  - Please list the most significant engagements performed in the last three years that are similar to the engagement listed in this RFP.

- References for information technology and similar professional recruitments are desirable
4. Organizational Background
- Provide a general description and history of the organization, its operations (please include any history of mergers and/or acquisitions), year founded, ownership structure, and biographies of the principals.
5. Fee Proposal
- Define your proposal in a straightforward and economical manner, providing a concise description of your firm's capabilities to satisfy the requirements of the RFP.
  - Please be sure to include all service elements as defined in Section III.
  - Provide your recruitment fee structure and a description of how costs are determined.
  - Please designate a NOT TO EXCEED total fee for recruitment.
  - The proposed fee shall include all costs and expenses for providing the services and equipment as described in this RFP, and any agreed-upon extended warranties that are associated with initial installation.
  - The fee proposal must expressly state that the proposed fees are guaranteed for the term of any resulting contract.
  - Responders must either include all expected travel costs as part of their overall NOT TO EXCEED fee, or they must provide their best estimate for all travel expenses they incur in performing the services required by this RFP.

#### VI. Submission of Proposals

- All proposals must be received no later than **May 12, 2023**.
- Proposals must be submitted via email to Village Clerk Bobbi Jo Birk-LaBarge at [bbirklabarge@kronenwetter.org](mailto:bbirklabarge@kronenwetter.org).
- All costs for developing proposals and attending requested interviews are entirely the responsibility of the submitter.
- To clarify any issues in the request for proposal, please contact Village Clerk Bobbi Jo Birk-LaBarge at 715-693-4200 or [bbirklabarge@kronenwetter.org](mailto:bbirklabarge@kronenwetter.org)
- A proposal may be withdrawn any time prior to the deadline by written notification signed by the individual applicant or authorized agent of the firm and received via email at [bbirklabarge@kronenwetter.org](mailto:bbirklabarge@kronenwetter.org).

#### VII. Evaluation Process

- All proposals submitted by **May 12, 2023** will be reviewed by the Administrative Policy Committee. The committee will make their recommendation to the Village Board based on the following factors. Fees will be based on of the determining factors in this decision but will not be the primary determinative.
  1. Understanding of the services requested
  2. Proposed methodology and work plan to be used in the process

- 3. Relevant knowledge, experience and qualification of firm and team members including established record of success in similar work
- 4. References
- 5. Fees
- The Village Board will evaluate the proposals and recommendations from the Administrative Policy Committee.
- The Village Board will make the final decision.

**VIII. Anticipated Timeline Information**

<b>Action</b>	<b>Date</b>
RFP issued	April 25, 2023
RFP responses due	May 12, 2023
Administrative Policy Committee evaluations	May 16, 2023
Village Board evaluations	May 22, 2023
Anticipated contract award	May 29, 2023

## **APPENDIX A: Village Administrator Job Description/Requirements**

### **Village Administrator**

The Village of Kronenwetter (Pop. 8,402), is seeking an administrator to lead its next chapter which will encapsulate significant economic growth and expansion within Central Wisconsin. This individual will have the opportunity to partake in the enhancement of this blossoming region of Wisconsin.

Kronenwetter covers 52 square miles and is the largest village in Wisconsin and the United States. Nestled in Central Wisconsin, its position offers an ideal location for close proximity to any of the attractions across the state.

Its history dates back to 1886 when it was formed as a township. In 2002, the township became the Village of Kronenwetter. The Village sits between the large municipalities of Wausau on the north and Stevens Point to the south.

The village is a sought-out destination for residents looking to settle in Central Wisconsin. Its continued low taxes, safe neighborhoods, excellent school districts, and central location prompted its recent population burst and housing boom. This growth shows no signs of slowing.

The Village has its own police department and fire department. It boasts seven community parks and two county forestry units.

A recent floodplain re-mapping repositioned many of the Village properties along the I-39 corridor outside of the floodplain, allowing for significant future economic growth opportunity.

The Village Administrator serves as the chief administrative officer to directly supervise and coordinate the departments of Administration, Finance, Public Works, and Community Development under the general direction of the Village Board. The role includes creating and enforcing administrative policies and procedures to ensure standardized and efficient operations.

The Village Board will appoint the Village Administrator. The board is made up of an elected Village President and six elected Village Trustees, who each serve a two-year term.

Upcoming initiatives and projects include building a water treatment plant; developing a yard waste site; replacing the sewer lift stations; park revitalization; studying the concept of an interchange at Kowalski Road and I-39; developing and managing the Village's TID 2 District; and economic development.

Kronenwetter's total annual 2023 budget is \$4,701,858 for the General Fund; \$459,812 in the Capital Project Fund; \$718,275 in the Debt Service Fund; \$801,860 in Water Utility revenue; and \$718,275 in Sewer Utility revenue.

The Village has 30 full-time positions, 3 part-time positions, and 4 seasonal positions. Village services include general government, emergency medical services, fire & police services, public works, planning and zoning and parks and recreation. The Village has contracts with Riverside for emergency medical services.

The position requires a bachelor's degree in public or business administration, or a related field, OR a minimum of 3 years in the public sector or 3 years of relevant municipal management experience.

A master's degree in public administration and 5 or more years in municipal management is preferred.

Must be bondable. A Public Manager Certification is preferred.

A successful candidate must demonstrate a verifiable record of past accomplishments in budget development and management; human resources; capital improvement planning and execution; intergovernmental relations; and residential/commercial development and redevelopment.

The ideal candidate has a solid character, leadership skills, high integrity, and a strong work ethic.

Salary range: \$90,000 - \$115,000 plus excellent benefits including participation in the Wisconsin Retirement System.

\*The following description is intended to describe the general nature and level of work being performed by employees assigned to this job title. It is not to be construed as a complete listing of all responsibilities, duties and skills required. Other duties may be required and assigned.

**MANAGERIAL RESPONSIBILITY**

The Administrator shall provide administrative direction and coordination of all overall operations of the Village under the general direction of the Village Board, creating, and enforcing administrative policies and procedures to ensure standardized and efficient operations, including public safety departments, except in the statutory authority of the Police and Fire Commission.

**QUALIFICATIONS/REQUIREMENTS**

Ability to perform all functions of the position; maintain knowledge of current municipal government functions and applicable laws, statutes, rules and regulations.

Ability to provide strong financial, economic development, and strategic guidance as well as professional expertise and counsel to Village Board, to direct and challenge staff, and to develop and model an environment of integrity, exceptional work ethic, and extraordinary customer service.

## **ESSENTIAL JOB FUNCTIONS**

The Village Administrator, subject to the limitations defined in resolutions and ordinances of the Village, State Statutes and administrative rules, shall be the chief administrative and operations officer of the Village, responsible only to the Village Board for the proper and efficient administration of the business and affairs of the Village with powers and duties as follows:

- a) Manages overall operations of the Village under the general direction of the Village Board.
- b) Provides administrative oversight, direction, and support to all departments including Public Safety departments, except in the statutory authority of the Police and Fire Commission.
- c) Provides administrative direction and coordination of all employees of the Village according to established administrative procedures.
- d) Periodically reviews and recommends to the Village Board changes to the Village organization and administrative structure addressing both statutory and non-statutory positions.
- e) Executes all directives of the Village Board and uses appropriate judgment to report to the Board, fully, promptly and at least monthly on the status of issues that arise in carrying out those directives.
- f) Works with the Village Board and its President, Commission and Committee Chairpersons, Attorney, and Clerk to ensure that all Open Meetings Laws are adhered to strictly and consistently for all Board, Commission, and Committee meetings.
- g) Attends all Village Board meetings and reports to the Board at all regular meetings regarding the activities of the Administrator's office.
- h) Responsible for the accurate and proper preparation of ordinances and resolutions as requested by the Village Board or as needed.
- i) Recommends to the Village Board the appointment, promotion, discipline, suspension, and termination of Department Heads.
- j) Appoints, promotes, disciplines, suspends, and terminates non-Department Head employees on the recommendation of and/or in consultation with the supervising Department Head.
- k) Functions as lead negotiator in the collective bargaining process following

the wage and working conditions guidelines and strategy established by the Village Board.

- l) Conducts regular and diligent searches for potential grant opportunities and assists appropriate Department Heads throughout the application process.
- m) Administers and monitors the budget and ensures that all basic financial plans approved by the Village Board are carried out on an ongoing basis; reports to the Board regarding all significant and/or unforeseen budgetary variances.
- n) In conjunction with the Board, its Commissions and Committees, Department Heads, and Village Financial Planner, analyzes and reports to the Board, on a monthly basis, the current and projected fiscal status.
- o) Working with Department Heads, Commissions, and Committees, develops all plans, policies, procedures, and recommendations for Board approval for the purchase, maintenance, and replacement of all capital equipment.
- p) Provides complete, accurate, and well-balanced information, guidance, and support for the Board's development of the Village's strategic plan.
- q) Functions as the Public Information Officer for all external communications in the community and represents the best interests of the Village at all times.

### **KNOWLEDGE, SKILLS, AND ABILITIES**

1. Ability to direct and manage personnel at all levels of the organization.
2. Ability to counsel, mediate, and/or provide supervision of staff.
3. Willingness to accept accountability for outcomes of all operational decisions within realm of authority.
4. Ability to effectively communicate with individuals and groups of varying abilities, experience, and educational backgrounds including residents, elected officials, and the media.
5. Ability to analyze and interpret financial information, government publications, governmental regulations and statutes, engineering, audit and legal reports, and administrative rules affecting the Village and when necessary to convert such information into an easily understood layman's report.
6. Ability to work rapidly, to prioritize multiple assignments, and to meet specific deadlines and to work effectively in stressful situations.

### **PHYSICAL DEMANDS**

1. Ability to exert light physical effort in sedentary to light work, typically involving lifting, carrying, pushing and pulling.



2. Ability to sustain prolonged visual concentration.

### **WORK ENVIRONMENT**

Typical multi-functional office environment.

*The Village of Kronenwetter is an equal opportunity employer. In compliance with the Americans with Disabilities Act, the Village will provide reasonable accommodations to qualified individuals with disabilities and encourages both prospective and current employees to discuss potential accommodations with the employer.*

UPDATE on below policies from the previous APC committee members:

HR 001 APC recommended deleting, it apparently was being sent to the village attorney to comment on by Dan M.

HR 003 APC voted to delete, the board voted to delete as well a meeting or two ago.

All 3 FIN policies were referred to Dan M by Ken to check and make sure they met the state statute the way they were originally written.

Gen 007 was discussed at APC but no changes were ever brought forward or voted on. I believe it took a back seat to audit stuff.

<b>POLICY ID:</b> GEN-007	<b>TITLE:</b> Paperless Device Policy	
<b>ORIGINAL</b> <input checked="" type="checkbox"/> <b>REVISION</b>	<b>APPROVED BY VILLAGE BOARD:</b> <i>Cedric J. Gault</i> Village Clerk	<b>DATE:</b> 1-28-2020
<b>EFFECTIVE DATE:</b> Immediate		

**APPLIES TO:**  **ELECTED OFFICIALS**  
 **APPOINTED COMMITTEE, COMMISSION, and BOARD MEMBERS**

*This policy applies to all Village of Kronenwetter employees in the categories checked in this section. Provisions within individual personal contracts or a collective bargaining agreement may supersede certain parts of this policy.*

**Purpose** – In order to save on copy costs, staff time, and to protect the environment the Village is moving to a paperless system for agendas, packets and minutes. This policy is adopted to provide elected and appointed officials that are assigned electronic devices guidelines regarding what they can use those devices for, how they are replaced in case of damage, and how the Village would go about either offering those devices for sale to the official they are assigned to or reclaiming those devices when the term of the official who is assigned the device ends.

**Procedure –**

This procedure discusses usage of assigned electronic devices, the Village’s repair and replacement policy for those devices, and how, at the end of their time with the Village how officials can purchase the devices they are assigned when they leave office.

**Device Usage:**

1. All users prior to being assigned a device shall be provided a copy of this policy and they shall sign a copy of this policy to be kept on file with the Village Clerk.
2. All devices purchased under this policy shall have a maximum purchase value of \$500, which shall include all cases, auxiliary equipment and software. Starting January 2020, all of the devices shall be of similar make, and model allowing for changes between versions of devices.
3. Devices that are assigned to users will be enabled to allow for access to the Internet to download documents such as Agendas, Minutes and Meeting Packets for the official’s usage from the Village’s many wireless points in the Municipal Center. Users will not be able to join the Village’s Network Domain, nor use internally connected devices using Village owned Domain network devices, so as to ensure the integrity of the Village’s network.
4. If users wish to connect their assigned devices to their own privately owned network via wireless points, every effort will be made to allow users to do that, and assistance will be provided within reason to assist users with connecting to their own privately owned network.
5. If the Village has non-Domain dedicated resources, such as a shared Cloud storage, or a Cloud enabled printer located at the Village’s municipal center, every effort will be made to enable usage of that shared device for users.
6. Any document that is shared with another user, via a Cloud based storage site, such as Drop Box, OneDrive, or another service shall lose its status as a work document and will then become a public document and be available for open record requests.
7. The Village’s Cloud based document backup software will be installed on each device if that device is compatible with the Village’s current Cloud based document backup solution. In the case where the device is incompatible with the Village’s current backup solution, another solution will be found and offered to the user of the device to access and to utilize for backing up their documents. All costs associated with any Cloud based solution will be paid for by the Village.
8. Any software that is required to be utilized by the user to access Village documents will be acquired by the Village and installed on the device. Additional software may be requested from the Village Administrator for purchase, but purchases must be approved prior to installation, and must have a clear and compelling reason for purchase so as to contain costs and keep standards to installed software. Entertainment software, personal finance software or other non-Village related software will not be approved for purchase.
9. Usage of any illegal software will not be allowed to be utilized on any assigned Village device.
10. Users are expected to utilize their device for reviewing of meeting related materials, for researching issues relating to Village related topics, and for making notes relating to meetings. Personal usage of the device should be tempered so as to contain wear and tear on devices, and to ensure the integrity of the device. Any user found to

be grossly misusing their device for non-Village related activities, shall be reported to the Village Administrator who shall revoke the rights of the user to the device, and retrieve the device from the person it is assigned to and the Village Administrator shall send a report to the Village's Ethics Board for action by the Board.

- 11. Users of devices must be aware at all times that all communications via Village-owned electronic devices are subject to public records requests and care should be taken to protect public records. Users are encouraged to speak to the Village Clerk as to the nature of Public Documents and what should be retained as a record.

**Care, Repairs and Replacement of Assigned Devices;**

- 1. Users are expected to protect their assigned devices from damage and theft.
- 2. If a device is stolen, the issue shall be reported to the Village Administrator who will file a claim with the appropriate law enforcement agency, and the Village Administrator will make every effort to reclaim the stolen item.
- 3. Lost devices should be reported to the Village Administrator and every effort will be made to locate the item.
- 4. Damage to devices will be repaired at the expense of the Village in the following manner:
  - a. The first incident of repair of damages will be paid for by the Village.
  - b. The second incident of repair of damages shall be paid 50% by the Village and 50% by the assigned user.
  - c. Any further incidents of damage of damages shall be paid 100% by the user.
  - d. Costs covered under this shall include, physical repairs, information technology engineer time, shipping and any other related costs.
- 5. Any user that has lost access to their device due to theft, loss, or damage shall be assigned a temporary replacement as the resources of the Village allow, until such time as the search for a missing or stolen item has been concluded or until repairs on a device has been completed or the device has been found to be a total loss.
- 6. Any user that has a device assigned to them may request that the device be replaced when it reaches its four year usage anniversary. Upon such a request, the Village shall replace the device and the device being replaced shall be turned into the Village for either usage by the Village or disposal via the Village's *FIN-006 Disposal of Surplus Public Property Policy*

**Purchase of Devices Assigned to Officials.**

- 7. Any official assigned a device shall be offered to purchase the device they are assigned when they leave office.
- 8. The Village Administrator shall determine a price using the method detailed below, for the device to be charged to the Official if they wish to purchase the device. This price and the offer to purchase, shall be submitted to the Village Board at their next regular board meeting and shall be approved by the Village Board prior to a sale being made to the official.
  - a. The price shall be determined by taking the original purchase price of the device plus any costs for repairs or set up less a value for depreciation multiplied by the number of days the item has been used. . The value of depreciation shall be determined by dividing the original purchase plus the costs for repairs and set up by 1460 (4x365) or four years. . For example an item that is purchased and set up for \$500, shall have a depreciation value of 34¢ per day. . If that item is used for 285 days , and the user leaves office then they shall be charged \$403.10 to purchase the device or \$500 minus \$96.90 (285 days X .34¢/day).
  - b. The usable life of any device will be 4 years. In no circumstances shall the usable life of a device be valued at less than 4 years so that equipment is purchased for not only durability but also for usefulness to the Village and to contain the financial constraints on the Village.
- 9. Any device that is not purchased by the outgoing official shall be returned to the inventory of the Village, and shall either be reassigned to another official or staff person or disposed of using the Village's *FIN-006 Disposal of Surplus Public Property Policy*

OFFICIAL ACKNOLWEDMENT SIGNATURE: \_\_\_\_\_ DATE: \_\_\_\_\_

<b>POLICY ID: GEN-007</b>		<b>TITLE: Paperless Device Policy</b>	
<input checked="" type="checkbox"/> ORIGINAL	<input type="checkbox"/> REVISION	APPROVED BY VILLAGE BOARD:	DATE:
EFFECTIVE DATE: <i>Immediate</i>		_____	<b>08/25/2015</b>
		Village Clerk	
<b>APPLIES TO:</b> <input checked="" type="checkbox"/> ELECTED OFFICIALS <input checked="" type="checkbox"/> APPOINTED COMMITTEE, COMMISSION, and BOARD MEMBERS			
<i>This policy applies to all Village of Kronenwetter employees in the categories checked in this section. Provisions within individual personal contracts or a collective bargaining agreement may supersede certain parts of this policy.</i>			

**Purpose** – In order to save on copy costs, staff time, and to protect the environment the Village is moving to a paperless system for agendas, packets and minutes. This policy is adopted to provide elected and appointed officials that are assigned electronic devices guidelines regarding what they can use those devices for, how they are replaced in case of damage, and how the Village would go about either offering those devices for sale to the official they are assigned to or reclaiming those devices when the term of the official who is assigned the device ends.

**Procedure** –

This procedure discusses usage of assigned electronic devices, the Village's repair and replacement policy for those devices, and how, at the end of their time with the Village how officials can purchase the devices they are assigned when they leave office.

**Device Usage:**

1. All users prior to being assigned a device shall be provided a copy of this policy and they shall sign a copy of this policy to be kept on file with the Village Clerk.
- 4.2. ~~All devices purchased under this policy shall have a maximum purchase value of \$500\$1000, which shall include all cases, auxiliary equipment and software. Starting January 2020, All of the devices shall be of similar make, and model allowing for changes between versions of devices. The Village President shall have the option to use a true laptop, as needed for document editing and storage of files.~~
- 2.3. Devices that are assigned to users will be enabled to allow for access to the Internet to download documents such as Agendas, Minutes and Meeting Packets for the official's usage from the Village's many wireless points in the Municipal Center. Users will not be able to join the Village's Network Domain, nor use internally connected devices using Village owned Domain network devices, so as to ensure the integrity of the Village's network.
- 3.4. If users wish to connect their assigned devices to their own privately owned network via wireless points, every effort will be made to allow users to do that, and assistance will be provided within reason to assist users with connecting to their own privately owned network.
- 4.5. If the Village has non-Domain dedicated resources, such as a shared Cloud storage, or a Cloud enabled printer located at the Village's municipal center, every effort will be made to enable usage of that shared device for users.
- 5.6. Any document that is shared with another user, via a Cloud based storage site, such as Drop Box, OneDrive, or another service shall lose its status as a work document and will then become a public document and be available for open record requests.
- 6.7. The Village's Cloud based document backup software will be installed on each device if that device is compatible with the Village's current Cloud based document backup solution. In the case where the device is incompatible with the Village's current backup solution, another solution will be found and offered to the user of the device to access and to utilize for backing up their documents. All costs associated with any Cloud based solution will be paid for by the Village.
- 7.8. Any software that is required to be utilized by the user to access Village documents will be acquired by the Village and installed on the device. Additional software may be requested from the Village Administrator for purchase, but purchases must be approved prior to installation, and must have a clear and compelling reason for purchase so as to contain costs and keep standards to installed software. Entertainment software, personal finance software or other non-Village related software will not be approved for purchase.
- 8.9. Usage of any illegal software will not be allowed to be utilized on any assigned Village device.
- 9.10. Users are expected to utilize their device for reviewing of meeting related materials, for researching issues relating to Village related topics, and for making notes relating to meetings. Personal usage of the device should

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be tempered so as to contain wear and tear on devices, and to ensure the integrity of the device. Any user found to be grossly misusing their device for non-Village related activities, shall be reported to the Village Administrator who shall revoke the rights of the user to the device, and retrieve the device from the person it is assigned to. ~~and the Village Administrator shall send a report to the Village's Ethics Board Committee for action by the Board committee.~~

~~10.11.~~ Users of devices must be aware at all times that all communications via Village-owned electronic devices are subject to public records requests and care should be taken to protect public records. Users are encouraged to speak to the Village Clerk as to the nature of Public Documents and what should be retained as a record.

**Care, Repairs and Replacement of Assigned Devices;**

1. Users are expected to protect their assigned devices from damage and theft.
2. If a device is stolen, the issue shall be reported to the Village Administrator who will file a claim with the appropriate law enforcement agency, and the Village Administrator will make every effort to reclaim the stolen item.
3. Lost devices should be reported to the Village Administrator and every effort will be made to locate the item.
4. Damage to devices will be repaired at the expense of the Village in the following manner:
  - a. The first incident of repair of damages will be paid for by the Village.
  - b. The second incident of repair of damages shall be paid 50% by the Village and 50% by the assigned user.
  - c. Any further incidents of damage of damages shall be paid 100% by the user.
  - d. Costs covered under this shall include, physical repairs, information technology engineer time, shipping and any other related costs.
5. Any user that has lost access to their device due to theft, loss, or damage shall be assigned a temporary replacement as the resources of the Village allow, until such time as the search for a missing or stolen item has been concluded or until repairs on a device has been completed or the device has been found to be a total loss.

~~6. Any user that has a device assigned to them may request that the device be replaced when it reaches its four year usage anniversary. Upon such a request, the Village shall replace the device and the device being replaced shall be turned into the Village for either usage by the Village or disposal via the Village's FIN-006 Disposal of Surplus Public Property Policy~~

~~6. Devices that are found to be technologically out of date in the opinion of the Village Administrator, or are beyond repair shall be replaced as the resources of the Village allow.~~

**Purchase of Devices Assigned to Officials.**

- ~~1.7.~~ Any official assigned a device shall be offered to purchase the device they are assigned when they leave office.
- ~~2.8.~~ The Village Administrator shall determine a price using the method detailed below, for the device to be charged to the Official if they wish to purchase the device. This price and the offer to purchase, shall be submitted to the Village Board at their next regular board meeting and shall be approved by the Village Board prior to a sale being made to the official.

a. The price shall be determined by taking the original purchase price of the device plus any costs for repairs or set up less a value for depreciation multiplied by the number of ~~days the item has been used, years the item has been owned.~~ The value of depreciation shall be determined by dividing the original purchase price plus the costs for repairs ~~and or~~ set up by 1460 (4x365) ~~or four years, the total usable life is years of an item.~~ For example an item that is purchased and set up for ~~\$5008001000, and has a usable life of 4 years~~ shall have a depreciation value of ~~34.69¢ per day \$200.~~ If that item is used for 285 days owned for 3 years, and the user leaves office then they shall be charged ~~\$403.40 \$200803.35~~ to purchase the device or ~~\$500 \$8001000~~ minus ~~\$96.90\$600196.65 (285 days 3 X 34.69¢/day\$200).~~

b. The usable life of any device will be ~~at least 4 years unless in the opinion of the Village Administrator a device should have a usable life span of longer than this time period.~~ In no circumstances shall the usable life of a device be valued at less than 4 years so that equipment is purchased for not only durability but also for usefulness to the Village and to contain the financial constraints on the Village.

~~3.9.~~ Any device that is not purchased by the outgoing official shall be returned to the inventory of the Village, and shall either be reassigned to another official or staff person or disposed of using the Village's *FIN-006 Disposal of Surplus Public Property Policy*

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UPDATE on below policies from the previous APC committee members:

HR 001 APC recommended deleting, it apparently was being sent to the village attorney to comment on by Dan M.

HR 003 APC voted to delete, the board voted to delete as well a meeting or two ago.

All 3 FIN policies were referred to Dan M by Ken to check and make sure they met the state statute the way they were originally written.

Gen 007 was discussed at APC but no changes were ever brought forward or voted on. I believe it took a back seat to audit stuff.

<b>POLICY ID: FIN-003</b>		<b>TITLE: Accounts Payable Policy</b>	
<input type="checkbox"/> ORIGINAL	<input checked="" type="checkbox"/> REVISION	<b>APPROVED BY VILLAGE BOARD:</b>	<b>DATE:</b>
<b>EFFECTIVE DATE Immediate</b>		<i>C. Gallowsie</i> Village Clerk	1/12/16
<b>APPLIES TO:</b>		<input checked="" type="checkbox"/> FLSA EXEMPT	<input checked="" type="checkbox"/> FLSA NON-EXEMPT
		<input checked="" type="checkbox"/> REPRESENTED EMPLOYEES	<input checked="" type="checkbox"/> Non-REPRESENTED EMPLOYEES
<i>This policy applies to all Village of Kronenwetter employees in the categories checked in this section. Provisions within individual personal contracts or a collective bargaining agreement may supersede certain parts of this policy.</i>			

**Purpose**

To establish guidelines for the payment and proper expense allocation of all Village of Kronenwetter accounts payables that will ensure proper internal controls.

**Scope**

This policy applies to all Village employees and other persons who have or are responsible for receiving payables due from the Village of Kronenwetter.

**Receipt of Vendor Invoices**

When a physical vendor invoice is received, it is to be placed in the mailbox of the Account Clerk. When a vendor invoice is received via email, it is to be forwarded to the mailbox of the Account Clerk.

The Account Clerk in conjunction with the Department Heads will determine the department in which the invoice will be applied and creates a payment voucher for the applicable department head for signature approval. The voucher will contain:

1. The Payee/Vendor name and address
2. A short description of the invoice
3. The expense account number the invoice will be charged against (If the account number is unknown by the Account Clerk, it will be left blank for the department head to complete) – Some invoices may have more than one expense account.
4. The total invoice amount

The department head will review the payment voucher and vendor invoice for accuracy. The department head will verify that all information is correct by signing the payment voucher. The payment voucher is attached to the front of the vendor invoice and placed in the mailbox of the Account Clerk.

In the case that a vendor invoice is delivered directly to a department head, the department head will review the invoice for accuracy and approve payment for the invoice by signing the front page of the invoice, indicating the total amount to be paid and writing down the applicable expense account. If the expense account is not known by the department head, the Account Clerk and/or the Treasurer will assist in determining the correct expense account. Upon receipt of the sign vendor invoice from the department head, the Account Clerk will create a payment voucher and process for payment.

In the case of an invoice for a recurring payment involving a contract that has been signed by the appropriate department head, the Account Clerk will process the invoice for payment pursuant to the direction of the signed contract.

**Invoices Needing Additional Approval**

**RDA**

All invoices that are to be allocated to TID expense accounts that are over \$1,000, and outside of ongoing debt and interest payments will be given to the Treasurer to be included on the upcoming RDA meeting agenda for payment approval. All contracts for services, as per Village policy FIN-004, for such things as legal, architectural, engineering, auditing, maintenance contracts and janitorial contracts will be presented to both the RDA and then to the Village Board for approval. The RDA will vote on the payment approval of each TID related invoice. When an invoice has been approved by the RDA, the RDA Chairperson will sign the invoice indicating payment approval. All invoices approved by the RDA will be delivered to the Account Clerk by the RDA Secretary to be processed for payment. A payment voucher is created by the Account Clerk to be attached to the signed vendor invoice.

**Capital Operating Budget and Capital Project Borrowings**

All invoices that are to be allocated to the Capital Operating Budget and/or Capital Project Borrowings must be approved by the department head (if applicable) AND the Treasurer or Administrator.

**Wire Transfer Payments**

All wire transfer payments will be initiated by the Treasurer. A payment voucher along with a wire transfer form will be created for each wire transfer. The wire transfer form must be signed by the Treasurer and either the Village Clerk or the Village Administrator. The payment voucher is to be signed by the Treasurer.

**Check Processing**

The Account Clerk will process all check payments. A check for payment will only be processed when the Account Clerk has all required back-up documentation for the payment. When a check is cut the following items are attached:

- 1. The signature approved payment voucher
- 2. The vendor invoice
- 3. The check stub

The above documentation is given to the Treasurer for review. The Treasurer will verify the following information:

- 1. The Payee/Vendor
- 2. The check amount
- 3. The check number
- 4. The expense account

The documentation is then filed in the Accounts Payable files. All Accounts Payable files will be retained by the Village for 7 years.

Revisions made by: Kim Manley

<b>POLICY ID: FIN-003</b>		<b>TITLE: Accounts Payable Policy</b>	
<input type="checkbox"/> ORIGINAL	<input checked="" type="checkbox"/> REVISION	<b>APPROVED BY VILLAGE BOARD:</b>	<b>DATE:</b>
EFFECTIVE DATE: <u>Immediate</u>		<u>C. J. Gallone</u> Clerk	<u>1/12/16</u> Village
APPLIES TO:		<input checked="" type="checkbox"/> FLSA EXEMPT	<input checked="" type="checkbox"/> FLSA NON-EXEMPT
		<input checked="" type="checkbox"/> REPRESENTED EMPLOYEES	<input checked="" type="checkbox"/> Non-REPRESENTED EMPLOYEES
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**Scope**

This policy applies to all Village employees and other persons who have or are responsible for receiving payables due from the Village of Kronenwetter.

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**Receipt of Vendor Invoices**

When a physical vendor invoice is received, it is to be placed in the mailbox of the Account Clerk. When a vendor invoice is received via email, it is to be forwarded to the mailbox of the Account Clerk.

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The Account Clerk ~~in conjunction with the Department Heads~~ will determine the department in which the invoice will be applied and ~~provide the invoice to the~~ ~~creates a payment voucher for the~~ applicable department head for signature approval. ~~The department head shall prepare a voucher for the Account Clerk to process.~~ The voucher will contain:

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1. The Payee/Vendor name and address – ~~if it is a new Vendor or Payee the Department Head shall inform the Account Clerk.~~ ~~If a W-9 is required one will be mailed with the payment of the invoice.~~
2. A short description of the invoice.
3. The expense account number the invoice will be charged against (If the account number is unknown by the ~~department head/Account Clerk,~~ it will be left blank for the department head to complete ~~with assistance of the Finance Director/Treasurer~~) – Some invoices may have more than one expense account.
4. The total invoice ~~amount~~ amount(s).

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The department head will review the payment voucher and vendor invoice for accuracy. The department head will verify that all information is correct by signing the payment voucher. The payment voucher is attached to the front of the vendor invoice ~~which shall also be initialed by the department head and then be delivered to placed in the mailbox of the Account Clerk to process for payment.~~

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~~In the case that a vendor invoice is delivered directly to a department head, the department head will review the invoice for accuracy and approve payment for the invoice by signing the front page of the invoice, indicating the total amount to be paid and writing down the applicable expense account.~~ If the expense account is not known by the department head, ~~the Account Clerk and/or the Treasurer/Finance Director/Treasurer~~ will assist in determining the correct expense account ~~based on the current adopted budget.~~ ~~In the absence of the Finance Director/Treasurer the Account Clerk will assist the Department Head.~~ Upon receipt of the signed vendor invoice from the department head, the Account Clerk will create a payment voucher and process for payment.

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

**Recurring Payments**

In the case of an invoice for a recurring payment involving a contract that has been previously approved and signed by the appropriate department head, the Account ~~Clerk will~~Clerk will process the invoice for payment pursuant to the direction ~~of the signed contract of the department head.~~

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**Invoices Needing Additional Approval**

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**Redevelopment Authority (RDA)DA**

All invoices that are to be allocated to TID expense accounts that are over \$1,000, and outside of ongoing debt and interest payments will be given to the Finance Director/Treasurer to be included on the upcoming RDA meeting agenda for payment approval.

All contracts for services, as per Village policy FIN-004, for such things as legal, architectural, engineering, auditing, maintenance contracts and janitorial contracts will be presented to both the RDA and then to the Village Board for approval. Once the contract is approved, expenses related to said contract will be processed for payment. Expenses from said contracts that are outside the scope of the approved contract for services shall be brought before the RDA for review before approval of payment. The RDA will vote on the payment approval of each TID related invoice outside of the preapproved contractual services.

When an invoice has been approved by the RDA, the RDA Chairperson will sign the invoice indicating payment approval. All invoices approved by the RDA will be delivered to the Account Clerk by the RDA ~~Clerk~~Secretary to be processed for payment. A payment voucher is created by the Account Clerk to be attached to the signed vendor invoice.

**Capital Operating Budget and Capital Project Borrowings**

All invoices that are to be allocated to the Capital Operating ~~adopted b~~Budget and/or ~~Capital Project Borrowings~~ expenses associated with a capital project authorized by the Village Board must be approved by the Administrator, department head (if applicable) ~~and~~AND the Finance Director/Treasurer ~~or Administrator.~~

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**Wire Transfer Payments**

All wire transfer payments will be initiated by the Finance Director/Treasurer ~~or in the absence of the Finance Director/Treasurer~~ the Administrator ~~or Village Clerk.~~ A payment voucher along with a wire transfer form will be created for each wire transfer. The wire transfer form must be signed by the Finance Director/Treasurer and either the Village ~~Administrator~~Clerk or the Village ~~Administrator~~Clerk. The payment voucher is to be signed by the Finance Director/Treasurer ~~and Village Administrator or the Village Clerk.~~ The Finance Director/Treasurer shall then process the payment internally and write the necessary accounting entries to apply the expense to the appropriate adopted budget expense lines.

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**Check Processing**

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The Account ~~Clerk will~~Clerk will process all check payments. A check for payment will only be processed when the Account ~~Clerk has~~Clerk has all required back-up documentation for the payment from the department head. When a check is cut the following items are attached:

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- 1. The signature approved payment voucher

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

2. The signature approved vendor invoice
3. The check stub

The above documentation is given to the Treasurer for review. The Treasurer will verify the following information:

1. The Payee/Vendor information is accurate and matches the invoice
2. The check amount matches that of the invoiced amount for services
3. The check number matches the check number in the accounting system/program
4. The expense account number used is valid and is part of an adopted budget.
- 4.5. Will determine if a W-9 will be sent to the Payee/Vendor or not for end of year 1099 filing

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The documentation is then filed in the Accounts Payable files. All Accounts Payable files will be retained by the Village for 7 years.

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UPDATE on below policies from the previous APC committee members:

HR 001 APC recommended deleting, it apparently was being sent to the village attorney to comment on by Dan M.

HR 003 APC voted to delete, the board voted to delete as well a meeting or two ago.

All 3 FIN policies were referred to Dan M by Ken to check and make sure they met the state statute the way they were originally written.

Gen 007 was discussed at APC but no changes were ever brought forward or voted on. I believe it took a back seat to audit stuff.



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

**POLICY**

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

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

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

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

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

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

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

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

**PROCEDURE**

**GENERAL INFORMATION**

All professional contracted legal, architectural, engineering, auditing, financial advising, ambulance, informational technology and garbage services, except in the case of emergency purchases, must have review by the Administrative Policy Committee (APC) and prior approval of the Board, no matter the amount of the contract.

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

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

1. Purchases up to and equal to \$499.99. These purchases shall not require authorization of a department head before purchase but shall require the approval of the relevant department head, after the purchase is made.
2. Line Item budgeted purchases from \$500 up to an equal to \$2,500. These purchases shall require approval of the relevant department head prior to being purchased.
3. Line Item budgeted purchases over \$2,500 and up to \$10,000. These purchases shall require approval of the relevant department head and also the Village Administrator.
4. Purchases over \$10,000 and up to \$35,000. These purchases shall require approval of the relevant department head, Village Administrator, review by the Administrative Policy Committee and approval of the Village Board.
5. Purchases over \$35,000. These purchases shall require review by the Administrative Policy Committee and approval of the Village Board and shall follow the current applicable State of Wisconsin bidding procedure unless they are for services such as legal, engineering, architectural, etc.
6. Emergency Purchases

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

**EXCEEDING BUDGETED EXPENDITURE LINE ITEM TOTAL**

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

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

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

**UNAUTHORIZED PURCHASE**

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

**INVENTORY**

Please refer to the Village Inventory Policy for details.

**CAPITAL ASSETS**

An item qualifies as a Capital Asset if it is over \$5,000 in value and has a life span of more than 3 years. Purchases of new capital items which are not replacing another capital item, shall require a recommendation of the APC and require approval of the Village Board. All Capital Asset items are also Inventory.

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

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

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

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

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

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

**PURCHASES OVER \$35,000**

Require the following:

Advertisement Information

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

Bidders List

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

Written Specifications

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

Bid Opening and Recommendation

All competitively bid projects are to be sealed and opened by the respective Department Head and the Village Administrator. Following the bid opening, the Department Head will make a written recommendation to the Village Board through the Village Administrator. The written recommendation shall include:

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

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

Exceptions

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

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

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

**EMERGENCY PURCHASES**

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

Whenever feasible, emergency purchases are to be approved by the Village Administrator. If it is not feasible to follow the normal procedures, the Department Head shall request a signature from the Village Administrator after the completion of an emergency purchase. The Department head will indicate the Emergency Purchase on the voucher including justification of the emergency purchase and sign-off is required by the Village Administrator.

Emergency purchases may be made:

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

**PETTY CASH FUND**

Petty cash disbursements of approximately \$50 (or less) may be paid from a petty cash fund which is maintained in the Treasurer's office. The Treasurer will log the transaction in the petty cash ledger. Petty cash funds may be obtained either prior to or after purchase, upon filing of the necessary documents. Receipts are necessary for all disbursements.

**INTERNAL CONTROLS**

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

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

UPDATE on below policies from the previous APC committee members:

HR 001 APC recommended deleting, it apparently was being sent to the village attorney to comment on by Dan M.

HR 003 APC voted to delete, the board voted to delete as well a meeting or two ago.

All 3 FIN policies were referred to Dan M by Ken to check and make sure they met the state statute the way they were originally written.

Gen 007 was discussed at APC but no changes were ever brought forward or voted on. I believe it took a back seat to audit stuff.

<b>POLICY ID: FIN-005</b>		<b>TITLE: Investment Policy</b>	
<input type="checkbox"/> ORIGINAL <input checked="" type="checkbox"/> REVISION <b>EFFECTIVE DATE Immediate</b>		<b>APPROVED BY VILLAGE BOARD:</b> _____ <b>DATE:</b> _____	
<b>APPLIES TO:</b>		<input checked="" type="checkbox"/> FLSA EXEMPT	<input checked="" type="checkbox"/> FLSA NON-EXEMPT
		<input checked="" type="checkbox"/> REPRESENTED EMPLOYEES	<input checked="" type="checkbox"/> Non-REPRESENTED EMPLOYEES
<i>This policy applies to all Village of Kronenwetter employees in the categories checked in this section. Provisions within individual personal contracts or a collective bargaining agreement may supersede certain parts of this policy.</i>			

**Purpose**

To enhance opportunities for prudent and systematic investments which will provide the highest investment return with the maximum security while meeting the daily cash flow demands of the Village.

The investment practices of the Village of Kronenwetter are based on state law and prudent money management. All funds shall be invested in accordance with this policy and Wisconsin Statute § 66.0603. The investment of bond proceeds shall be further restricted by the provisions of relevant bond documents.

**Scope**

It is intended that this policy cover all funds and investment activities under the direction of the Village Board.

**General Objectives**

The primary objectives in priority order, of the Village's investment activities shall be:

- 1) **Safety:** Safety of principal is the foremost objective of the Village's investment program. Investments shall be undertaken in a manner that seeks to ensure preservation of capital in the portfolio. The objectives will be to mitigate credit risk and interest rate risk.

- a) Credit Risk is the risk of loss due to the failure of the security issuer, financial institution, or backer.

Credit risk may be mitigated by:

- > Limiting investment to the safest type of securities;
- Pre-qualifying the financial institutions, broker/dealer, intermediaries and advisors with which the Village will do business; and
- Diversifying the investment portfolio so that potential losses on individual securities will be minimized.

- b) Interest Rate Risk is the risk that the market value of securities in the portfolio will fall due to changes in general interest rates. Interest rate risk may be mitigated by:

- Structuring the investment portfolio so that securities mature to meet cash requirements for ongoing operations thereby avoiding the need to sell securities on the open market prior to maturity; and
- By investing operating funds primarily in shorter-term securities.

- 2) Liquidity: The investment portfolio shall remain sufficiently liquid to meet all operating requirements that may be reasonably anticipated.
  
- 3) Yield: The Village's investment portfolio shall be designed with the objective of obtaining a market rate of return throughout budgetary and economic cycles, considering the investment risk constraints and Village's cash flow needs, return on investment is of least importance compared to the safety and liquidity objectives described above.

**Standards of Care**

- 1) Prudence: The standard of prudence to be used by investment officials shall be the "prudent person" standard and shall be applied in the context of managing an overall portfolio. Investment officers acting in accordance with written procedures and this investment policy and exercising due diligence shall be relieved of personal responsibility for an individual security's credit risk or market price changes, provided deviations from expectations are reported in a timely fashion and appropriate action is taken to control adverse developments.
  
- 2) Ethics and Conflicts of Interest: Officers and employees involved in the investment process shall refrain from personal business activity that could conflict with the proper execution and management of the investment program, or that could impair their ability to make impartial decisions. Investment officials shall disclose any material interests in financial institutions with which they conduct business, they shall further disclose any personal financial/investment positions that could be related to the performance of the Village's investment portfolio, particularly with regard to the timing of purchases and sales.
  
- 3) Delegation of Authority: Responsibility for the operation of the investment program is hereby delegated to the Finance Director/Treasurer under direction of the Administrator, who shall carry out established written procedures and internal controls for the operation of the investment program consistent with this investment policy. Procedures should include reference to: safekeeping, delivery vs. payment investment accounting, wire transfer agreements, collateral/depository agreements, and banking services contracts. No person may engage in an investment transaction except as provided under the terms of this policy, and the procedures established by the Finance Director/Treasurer. The Village Finance Director/Treasurer shall be responsible for all transactions undertaken and shall establish a system of controls to regulate the activities of assistants, if any.

**Safekeeping and Custody**

Authorized Financial Dealer and Institution: the Finance Director/Treasurer shall utilize only those financial institutions that the Village designates as authorized public depositories. No public deposit shall be made except in a qualified public depository as established by the Village Board's designation.

However, Wis. Stat. § 34.05(4) does authorize a designated public depository to further arrange for the redeposit of public deposits through a qualifying deposit placement program, otherwise known as an "insured cash sweep" service, in order to preserve public deposits fully within the limits of federal deposit insurance corporation and/or national credit union administration coverages. Use of such programs comply with this policy.



- 1) Internal Controls: The Village Finance Director/Treasurer under direction of the Administrator is responsible for establishing and maintaining an internal control structure designed to ensure that the assets of the Village are protected from loss, theft or misuse. The internal control structure shall be designed to provide reasonable assurance that these objectives are met. The concept of reasonable assurance recognizes that (1) the cost of a control should not exceed the benefit likely to be derived; and (2) the valuation of costs and benefits require estimates and judgments by management.

Accordingly, the Village Finance Director/Treasurer shall provide the Administrative Policy Committee (or its successor committee) with a monthly report (to be presented at the monthly Administrative Policy Committee meeting) of investment activity. This report will be shared with the Village Board on a monthly basis. The report shall include:

- A summary of current investments including purchase/maturity date, financial institution, and interest rate.
- Funds available for investment and anticipated investment of those funds.

The Administrative Policy Committee is authorized to provide input to the Finance Director/Treasurer regarding all investment activities.

**Suitable and Authorized Investments**

- 1) Investment Types: Consistent with Wisconsin State Statues, the following investments will be permitted by this policy
  - Business checking accounts, savings accounts, Certificate of Deposits, and money market accounts in any financial institution authorized to transact business in the State of Wisconsin, and approved in accordance with the "Safekeeping and Custody" section of this policy.
  - State of Wisconsin's Local Government Pooled Investment Fund.
- 2) Collateralization: Under Wis. Stat. § 34.07 a security shall be required on all demand deposit accounts and non-negotiable certificates of deposit that exceed the amount of deposit insurance provided by an agency of the United States and the coverage provided under Wis. Stat. § 34.08(2).

**Investment Parameters**

Maximum Maturities: To protect public funds from market price losses resulting from rising interest rates, the Village will, to the extent possible, attempt to match its investments with anticipated cash flow requirements. The Village will not directly invest in securities.

Diversification: The Village will diversify investments by security type, institution, and terms of maturity to reduce portfolio risk

On an annual basis, no later than the February Administrative Policy Committee meeting, the Village Finance Director/Treasurer shall prepare a schedule of cash flow requirements for the upcoming year based on the prior year's actual cash flows. This schedule shall show receipts, disbursements, and ending (available) cash balances for each fund. That schedule shall be adjusted for any extraordinary Items such as debt proceeds, new debt payments, and capital outlay purchases which are not an annual occurrence.

The Village Finance Director/Treasurer shall monitor the Village's cash flow requirements on at least a monthly basis to assure funds are readily available to meet the short-term operational cash needs and shall adjust investments accordingly.

**Approval of Investment Policy**

The investment policy is to be reviewed annually by the Administrative Policy Committee.

RESOLUTION NO. 2023-\_\_\_\_\_

**RESOLUTION DESIGNATING PUBLIC DEPOSITORIES AND WITHDRAWAL SIGNATURES**

**RESOLVED**, that the following financial institutions:

Incrediblebank Foundation, Inc. (Incrediblebank)  
327 N. 17<sup>th</sup> Ave. Ste 200  
Wausau, WI 54401

Associated Banc-Corp (Associated Bank)  
433 Main Street  
Green Bay, WI 54301

Local Government Pooled-Investment Fund (LGIP)  
101 E. Wilson St. 5<sup>th</sup> FL.  
Madison, WI 53703

PSB Holdings, Inc. (Peoples State Bank)  
1905 Stewart Avenue  
Wausau, WI 54402

are hereby designated under Wis. Stat. § 34.05 for the deposit of all public monies. Public monies may be maintained in demand deposits, savings deposits, and/or time deposits. Such public monies may be redeposited through a deposit placement program qualifying under Wis. Stat. § 34.05(4). A security for the repayment of such deposits shall be required under Wis. Stat. § 34.07 to the extent that public deposits exceed applicable deposit insurance.

**FURTHER RESOLVED**, signatures, and/or facsimile signatures adopted by a person and approved by the Village Board, of the following personnel are required in order to make withdrawals or disbursements of monies deposited in a public depository:

1. The Clerk, and/or Deputy Clerk; and the Treasurer, and/or Deputy Treasurer; and
2. The President is [or is not] required to countersign.

**FURTHER RESOLVED**, under Wis. Stat. § 66.0607(3m) the Village also may process periodic payments through the use of money transfer techniques, including direct deposit, electronic funds transfer, and automated clearinghouse methods. The Treasurer shall keep a record of the date, payee, and amount of each disbursement made by a money transfer technique.

**FURTHER RESOLVED**, under Wis. Stat. § 25.50, that the “local official” for purposes of the Local Government Pooled-Investment Fund shall be the Treasurer, and/or Deputy Treasurer.

**FURTHER RESOLVED**, that a certified copy of this Resolution shall be delivered to each of the designated public depositories listed herein.

Dated this \_\_\_\_ day of \_\_\_\_\_, 2023.

VILLAGE OF KRONENWETTER

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

ATTEST:

\_\_\_\_\_  
Bobbi Jo Birk-LaBarge, Clerk

**PARTNERS:**

CHARLES J. HERTEL  
JOHN A. ST. PETER  
PAUL W. ROSENFELDT  
BRIAN D. HAMILL  
MATTHEW PARMENTIER  
HEATH G. MYNSBERGE  
JESSICA E. SLAVIN

**RETIRED:**

TIMOTHY M. DEMPSEY  
A.D.(DAN) EDGARTON  
ROBERT V. EDGARTON  
RONALD L. PETAK  
TERRENCE J. BYRNE  
RONALD P. HAMMER



**DEMPSEY**LAW

Section 4, Item Q.

ELIZABETH...  
ALANA BUSCH-ELL  
ALEX R. ACKERMAN  
LEE D. TURONIE  
NATHANIEL J. VERVELDE  
JAMES D. MILLER  
EVAN M. SEIBEL  
SAMUEL J. S. MOHEBAN  
CHUE N. XIONG

**OF COUNSEL:**

WILLIAM E. BUCHHOLZ  
RYAN M. PLISCH  
CHRISTOPHER J. PENZA  
SAMUEL W. JACK

May 19, 2023

Via email

Village of Kronenwetter  
c/o Dan Mahoney, Interim Administrator  
1582 Kronenwetter Drive  
Kronenwetter, WI 54455  
dmahoney@kronenwetter.org

**Re: Village Finance Authorization Papers**

Dear Mr. Mahoney:

As you are aware, this firm serves as Village Attorney and was tasked with redrafting a Village investment policy, no. FIN-005, and a resolution on public depositories for the Village. This occurred after discussion of the topics at the Village Board meeting on April 25, 2023 and a follow up meeting between the Village Attorney, Finance/Director Treasurer, Interim Finance Director/Treasurer, and Interim Administrator. This letter is to summarize a few related points.

There has been significant interest in use of the Local Government Pooled-Investment Fund ("LGIP") due to what appear to be attractive interest rates and relative safety. LGIP reported an annualized rate of 4.26% in January of 2023 (see enclosed *The Pool Page*). Our understanding is that the Village may be able find competitive rates with other investments, however. The Finance Director/Treasurer needs to be consulted as to the current state of the market.

What seemed most important about the LGIP was its perceived safety and that it acts to insure up to \$400,000 in deposits, in effect enlarging the normal amount of \$250,000 coverage per account provided by U.S. agencies. But note that the legislature acted in 1985 Wis. Act 25 to limit the amount of money that would support any losses in the LGIP. The fund that supports losses from LGIP is in fact substantially limited to a current total of less than eighty million dollars (see enclosed letter). In the event of a loss, a municipality must report it to LGIP within 60 days and losses would be paid out on a first come-first served basis and only until the existing fund is depleted. (See notes to Wis. Stat. § 34.08.) Wisconsin had 1,926 counties, towns, cities, and villages as of 2018. Eighty million dollars would not go very far in case of real losses at LGIP given the number of municipalities investing in LGIP, even if far fewer than 1,926. As a result, LGIP is a useful investment tool but not a place of unparalleled safety for a municipality to keep a large amount of deposits.

There have been questions regarding the use of "sweep accounts," or an insured cash sweep service. (See enclosed flyer.) Legal authority for this practice is Wis. Stat. § 34.05(4) which was created by 2011 Wis. 204. Therefore, if the Village's designated public depositories offer this service it is lawful for the Village to take advantage of it. This redeposit system to keep all public deposits insured negates the need for a collateralization security to be required or provided. See Wis. Stat. § 34.07. If the additional cost of a security is not needed then this cost of doing business is avoided to save both the Village and public depository money.

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920-922-0470

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715-848-2966

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715-670-0048

Oshkosh  
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Public deposits that are more immediately needed are generally kept in demand accounts, such as checking and saving. For funds that are not immediately needed, available investments are stated in Wis. Stat. § 66.0603. These include time deposits and LGIP. Everything else involves either Village money held and invested in trust by a third party or some sort of bond. Our understanding is that Village policy has already moved away from trust investment activity and that bonds are not ever utilized, either buying them or selling them. The Finance Director/Treasurer is not a bond trader nor does this person deal with bond traders.

Village Policy FIN-005 has been edited accordingly. The policy retains the same assigned responsibilities of the Finance Director/Treasurer, Administrator, and Administrative Policy Committee. The policy also retains its direction to utilize demand accounts, time accounts, and LGIP. The boiler plate language on the unused, undesired, and far riskier use of trusts and bonds has been removed.

The other document is a redrafted resolution designating public depositories and authorized signatures. The public depositories are now accurate and a security is only required to the extent that deposits would exceed insurance coverage. *See* Wis. Stat. § 34.07. The use of sweep accounts makes a security most likely unnecessary.

The other issue on the current Resolution No. 2013-006 is the signatures. This issue should be reviewed before continuing as is. The general statutory duties related to paying the Village's bills require the signature of both the Clerk and Treasurer (or an authorized deputy, if any). Wis. Stat. §§ 34.105(1) & 66.0607(3). The resolution can also clarify whether or not the Village desires the President to have to co-sign Village checks. § 66.0607(3). That is not necessarily required.

Separately, the Village can authorize other persons, such as other officers or employees, to withdraw or disburse from Village accounts. Wis. Stat. §§ 34.105(2) & 66.0607(6). The Village has to ask itself whether this is necessary and/or desired. These other persons are not bonded like Clerks, Treasurers, and their deputies, if any. Additional persons could be made deputies. The Village meets and has the opportunity to authorize withdrawals and disbursements through regular channels every two weeks. Directly removing deposits from Village accounts is different than e.g., utilizing an authorized credit card.

For miscellaneous issues, we reviewed policy No. FD-001 on the expenditure of funds donated to the Fire Department. Note that Wis. Stat. § 66.0608(2) requires an ordinance, and we did not locate one. We also did not locate an ordinance on an alternative claim procedure under Wis. Stat. § 66.0609, so we assume that Village bills are paid only with the traditional method of Board approval followed by required signatures on a check (other than electronic methods under Wis. Stat. § 66.0607(3m)).

We hope this letter helps to clarify the accompanying drafts of the resolution designating public depositories and the investment policy no. FIN-005. Please let us know of any questions or concerns. Thank you.

Sincerely,  
**DEMPSEY LAW FIRM, LLP**



Lee D. Turonie  
[ldt@dempseylaw.com](mailto:ldt@dempseylaw.com)  
Wausau Office

Enclosures

{07924436.DOCX.1}

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# The Pool Page

A Monthly Publication for State of Wisconsin LGIP Participants

JANUARY 2023

VOL 28, ISS 1



The Annualized Earnings Rate for January 2023:  
**4.26%**

### LGIP Holidays

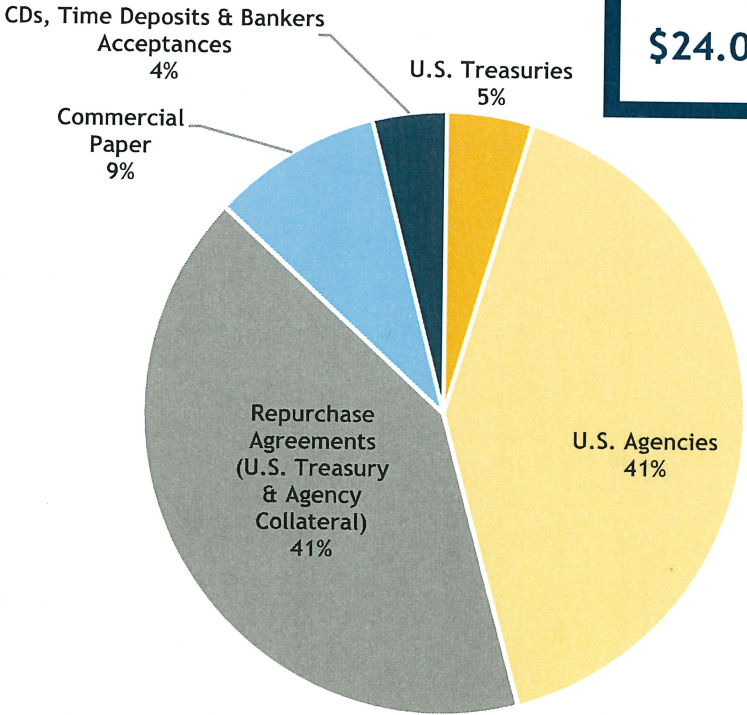
The LGIP will be closed for business on:

- Feb 20 President's Day
- Apr 07 Good Friday
- May 29 Memorial Day

## State Investment Fund Portfolio Composition

As of 1/31/2023

Total Net Assets:  
**\$24.0 billion**



Book Value Conversion (FV/BV Factor): 100%

### Directory

#### LGIP Toll Free Number

877-947-7665  
877-WIS-POOL

#### LGIP Account Access

<https://lgip.wisconsin.gov>

#### LGIP Administrator

Department of Administration

Bridget Asasira

(608) 266-3711  
Fax: (608) 223-6578  
[lgip@wisconsin.gov](mailto:lgip@wisconsin.gov)

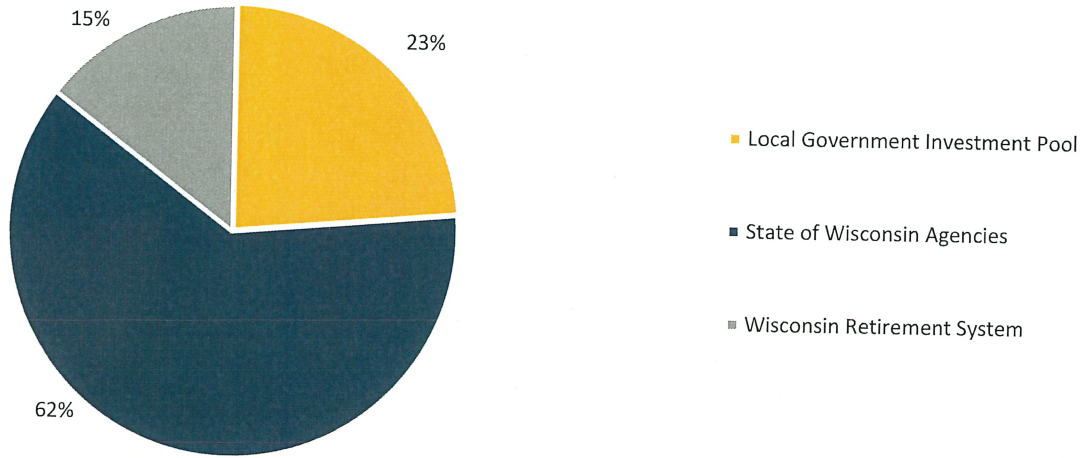
#### LGIP Fund Manager

State of WI Investment Board

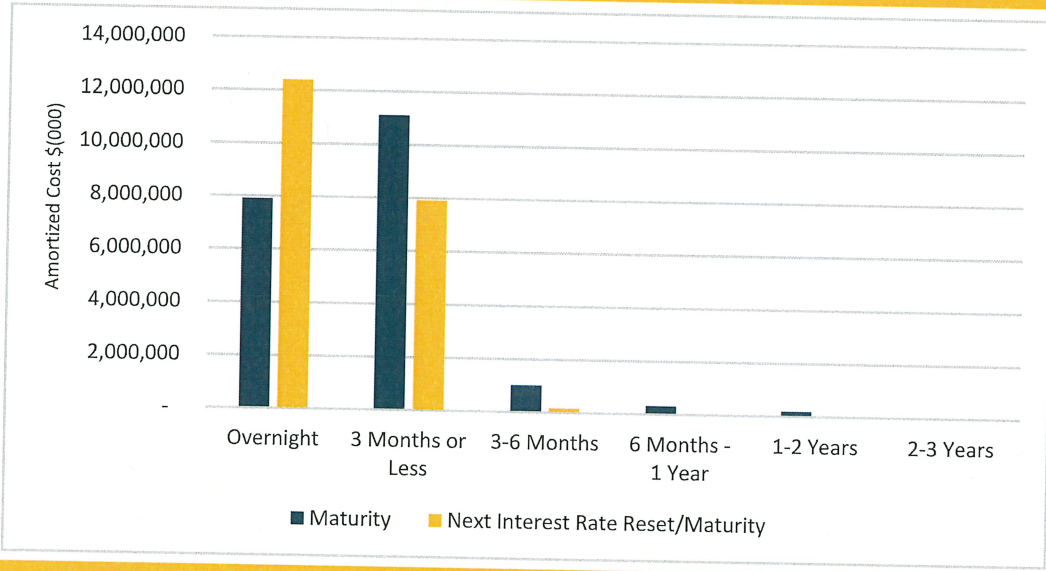
Andrea Ruiz, CFA, CPA  
Gretchen Wegner, CFA, CPA  
Ping Wong, CFA  
(608) 266-2045



**STATE INVESTMENT FUND PARTICIPANTS**



**MATURITY DISTRIBUTION & INTEREST SENSITIVITY**



**Weighted Average Maturity (WAM\*):**  
**10 Days**

\*WAM represents the average number of days to the earlier of next interest rate reset or maturity.

**Weighted Average Life (WAL\*\*):**  
**33 Days**

\*\*WAL represents the average number of days to final maturity.

**LGIP PERFORMANCE WITH BENCHMARKS - ANNUALIZED RETURNS %**

	January 2023	One Year	Five Year	Ten Year
<b>LGIP</b>	<b>4.26</b>	<b>1.97</b>	<b>1.31</b>	<b>0.81</b>
90 Day Treasury Bill	4.53	2.38	1.33	0.81
Crane Government MMF Average	3.77 (e)	1.45	0.89	0.49
Crane Taxable All MMF Average	4.00 (e)	1.65	1.05	0.60

e = estimate





DEPARTMENT OF ADMINISTRATION

Tony Evers, Governor  
Kathy Blumenfeld, Secretary  
Brian Pahnke, Division Administrator

April 1, 2023

Cheryll Olson-Collins, Deputy Secretary  
Department of Financial Institutions  
Hill Farms State Office Building  
4822 Madison Yards Way  
Madison, WI 53705-9100

Re: Public Deposits Guarantee

Dear Ms. Olson-Collins,

In accordance with 20.144(1)(a), Wis. Stats., the State Controller's Office has certified the balance for which a sum sufficient amount can be appropriated for the payment of losses on public deposits.

The calculation confirming the balance as of 3/31/2023 is as follows:

Balance as of 12/31/2022	\$ 77,283,986.62
Statutory accretion: 5.00% (APY), daily compounding	<u>935,376.47</u>
Balance as of 3/31/2023	<u>\$ 78,219,363.09</u>

Sincerely,

Cory Faber, CPA  
State Controller's Office

Cc: Kirsten Grinde – DOA                      DOA Local Government Investment Pool  
      Karolyn Cassidy – DOA                    Karl Brinkmeier – DFI

# A Sweep You Can Bank On<sup>®</sup>

## Why Choose Insured Cash Sweep?

Simply put, with the Insured Cash Sweep<sup>®</sup>, or ICS<sup>®</sup>, service, you can have it all. Using ICS, you can place your funds into demand deposit accounts and:

- **Rest assured** knowing your ICS funds are eligible for multi-million-dollar FDIC insurance that's backed by the full faith and credit of the U.S. government
- **Earn returns**; put your money to work for you
- **Enjoy unlimited program withdrawals**
- **Support your community** by keeping the full amount of your deposit local so that we can fund more loans here in our backyard<sup>1</sup>
- **Eliminate the ongoing tracking burdens** associated with collateralization and the need to footnote uninsured deposits in financial statements if you are accustomed to these practices

## What Else Do You Need to Know?

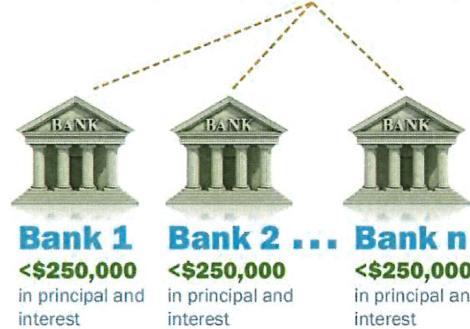
You receive a regular monthly statement from us showing your ICS balances and other key information. And you can check your ICS balances and track other important information of interest to you online, 24/7, through a specially designed Depositor Control Panel. Your confidential information remains protected.

## How Does ICS Work?

When our bank places your funds using ICS, your deposit is sent from your transaction account at our bank into deposit accounts at other ICS Network banks in amounts below \$250,000, the standard FDIC insurance maximum. As a result, you can access FDIC insurance coverage from many institutions while working directly with just us. It's that simple.



Sign the agreements, use an existing checking or other transaction account (or set up one), and deposit your funds.



Deposits are sent to demand deposit accounts at other ICS Network banks in amounts under \$250,000, the standard FDIC insurance maximum per insured capacity, per bank. (You still receive just one regular statement from us.)

[1] When deposited funds are exchanged on a dollar-for-dollar basis with other banks in the ICS Network, a participating institution can use the full amount of a deposit placed through ICS for local lending, satisfying some depositors' local investment goals or mandates. Alternatively, with a depositor's consent to certain types of ICS transactions, the bank may choose to receive fee income instead of deposits from other banks. Under these circumstances, deposited funds would not be available for local lending.

Placement of funds through the ICS service is subject to the terms, conditions, and disclosures in the service agreements, including the Deposit Placement Agreement ("DPA"). Limits and customer eligibility criteria apply. Unlimited program withdrawals are available with ICS only when using the ICS demand option. Although funds are placed at destination banks in amounts that do not exceed the FDIC standard maximum deposit insurance amount ("SMDIA"), a depositor's balances at the relationship institution that places the funds may exceed the SMDIA (e.g., before ICS settlement for a deposit or after ICS settlement for a withdrawal) or be ineligible for FDIC insurance (if the relationship institution is not a bank). As stated in the DPA, the depositor is responsible for making any necessary arrangements to protect such balances consistent with applicable law. If the depositor is subject to restrictions on placement of its funds, the depositor is responsible for determining whether its use of ICS satisfies those restrictions. ICS, Insured Cash Sweep, and A Sweep You Can Bank On are registered service marks of Promontory Interfinancial Network, LLC.


UPDATE on below policies from the previous APC committee members:

HR 001 APC recommended deleting, it apparently was being sent to the village attorney to comment on by Dan M.

HR 003 APC voted to delete, the board voted to delete as well a meeting or two ago.

All 3 FIN policies were referred to Dan M by Ken to check and make sure they met the state statute the way they were originally written.

Gen 007 was discussed at APC but no changes were ever brought forward or voted on. I believe it took a back seat to audit stuff.

POLICY ID: <b>HR-001</b>		TITLE: <b>EXEMPT EMPLOYEES – WORK HOURS AND SCHEDULES</b>	
<input checked="" type="checkbox"/> ORIGINAL <input type="checkbox"/> REVISION		APPROVED BY VILLAGE BOARD:	DATE:
EFFECTIVE DATE <b>OCTOBER 8, 2007</b>			<b>8/28/15</b>
APPLIES TO:		<input checked="" type="checkbox"/> FLSA EXEMPT	<input type="checkbox"/> FLSA NON-EXEMPT

This Policy shall apply to all exempt employees who are not a member of a collective bargaining unit.

The Village expects all employees to be reliable and punctual and to report for work as scheduled. Absenteeism and tardiness for reasons other than those covered by established Time Off Policies place an unfair burden on other employees, reduce productivity and quality of performance, and are costly to the Village.

Every exempt employee is required to establish, with his/her supervisor, a standard work schedule covering a minimum of forty (40) hours per work week during the official operating hours set by the Village. The Village defines the work week as being a minimum of eight hours per day on Monday through Friday. Working less than forty hours per week is discouraged and exempt employees are expected to make up work time lost due to personal absences of less than a day. Exempt employees are expected to work whatever hours are necessary to accomplish the goals and deliverables of the position they hold and to meet the expectations of the Village. The Village expects that exempt employees will be available to attend and/or staff various Board and Committee/Commission meetings in addition to their regularly scheduled forty hour work week.

If an exempt employee cannot avoid being late for work or is unable to work as scheduled, the employee must notify his/her supervisor as soon as possible in advance of the anticipated tardiness or absence. If an employee has Village-related business outside the Municipal Center, he/she must notify his/her supervisor or a Department Head in advance regarding his/her schedule change.

The Village expects all Department Heads to cooperate in scheduling their work hours so that, to the greatest extent possible, at least one Department Head is present on-site during all established Municipal Center operating hours and reasonably accessible to Village staff, Board members, and residents as needed.

At the discretion of the Village Board, the Village may require exempt employees to submit time logs describing their daily activities.

Consistent failure to observe the established minimum work schedule, or failure to make up time lost due to personal absences of less than a day without prior agreement from his/her supervisor, or failure to adhere to this policy may result in discipline up to and including termination of employment.

Adopted: October 8, 2007

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

UPDATE on below policies from the previous APC committee members:

HR 001 APC recommended deleting, it apparently was being sent to the village attorney to comment on by Dan M.

HR 003 APC voted to delete, the board voted to delete as well a meeting or two ago.

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Gen 007 was discussed at APC but no changes were ever brought forward or voted on. I believe it took a back seat to audit stuff.

# Wisconsin Ethics Commission

## Local officials' receipt of food, drink, favors, services, etc.

Wisconsin law forbids a public official to use free or discounted transportation, traveling accommodation, or communication services for which the supplier would usually charge [§946.11, Wisconsin Statutes; Art. 13, §11, Wisconsin Constitution],<sup>1</sup> Otherwise – Consistent with the statutes administered by the Wisconsin Ethics Commission, *local public officials*<sup>2</sup> **may accept and retain:**

- a. **ITEMS AND SERVICES UNRELATED TO PUBLIC POSITION.**  
Food, drink, transportation, lodging, items, and services which are offered for a reason unrelated to the recipient's holding a public position [§ 19.59(1)(a)] and which could not reasonably be expected to influence an official's vote, official actions or judgment, nor reasonably be considered a reward for any official action or inaction;
- b. **EXPENSES PROVIDED BY OR FOR THE BENEFIT OF THE LOCAL GOVERNMENTAL UNIT.**  
Food, drink, transportation, lodging, or payment or reimbursement of costs that are provided by or for the benefit of the local governmental unit, not for a private benefit; and
- c. **ITEMS OF INSUBSTANTIAL VALUE.**  
Mere tokens and items or services of only nominal, insignificant, or trivial value.

### STATUTORY RESTRAINTS

Except as noted on the other side of the page, *local public officials should not accept:*

- 1. **ITEMS OR SERVICES OFFERED BECAUSE OF PUBLIC POSITION.** Any item or service, including food, drink, and travel, of more than nominal value offered because of the person's holding a public office [§ 19.59(1)(a)];
- 2. **ITEMS THAT COULD INFLUENCE JUDGMENT.** Any item or service that could reasonably be expected to influence an official's vote, official actions or judgment [§19.59(1)(b)];
- 3. **REWARDS FOR OFFICIAL ACTION.** Any item or service that could reasonably be considered a reward for any official action or inaction [§19.59(1)(b)]; and
- 4. **TRANSPORTATION OR TRAVELING ACCOMMODATIONS.** Discounted transportation, traveling accommodations, or communication services for which the supplier would usually charge [§946.11; Art. 13, §11].

<sup>1</sup> Consult local ordinances and other state law not administered by the Wisconsin Ethics Commission for any additional restrictions.

<sup>2</sup> "Local public officials" include: (a) elected officers of political subdivisions and special purpose districts of the state; (b) county administrators or administrative coordinators; (c) city or village managers; (d) individuals appointed to a position in a political subdivision or special purpose district for a specified term; and (e) individuals appointed to a position by the governing body, executive, or administrative head of a political subdivision or special purpose district and serving at the pleasure of the appointing authority.

# Wisconsin Ethics Commission

## Local officials' receipt of food, drink, favors, services, etc.

**To analyze a situation in which you are offered items or services, ask yourself these questions:**

1. With respect to the item or service offered:
  - a. Is it being offered because of my public position?
  - b. Is it of more than nominal or insignificant value?
  - c. Is it primarily for my personal benefit rather than for the benefit of my local unit of government?

If you answer "yes" to all three questions, you may not accept the item or service.

2. Would it be reasonable for someone to believe that the item or service is likely to influence my judgment or actions or that it is a reward for past action? If you answer "yes," you may not accept the item or service.

**If you have any doubts about a situation, seek advice from your local governmental attorney.**

**PARTNERS:**

CHARLES J. HERTEL  
JOHN A. ST. PETER  
PAUL W. ROSENFELDT  
BRIAN D. HAMILL  
MATTHEW PARMENTIER  
HEATH G. MYNSBERGE  
JESSICA E. SLAVIN

**RETIRED:**

TIMOTHY M. DEMPSEY  
A.D.(DAN) EDGARTON  
ROBERT V. EDGARTON  
RONALD L. PETAK  
TERRENCE J. BYRNE  
RONALD P. HAMMER



# DEMPSEY LAW

ELIZA Section 4, Item S.

ALANA BUSCH-ELL  
ALEX R. ACKERMAN  
LEE D. TURONIE  
NATHANIEL J. VERVELDE  
JAMES D. MILLER  
EVAN M. SEIBEL  
SAMUEL J. S. MOHEBAN  
CHUE N. XIONG

**OF COUNSEL:**

WILLIAM E. BUCHHOLZ  
RYAN M. PLISCH  
CHRISTOPHER J. PENZA  
SAMUEL W. JACK

June 6, 2023

Via email

Village of Kronenwetter  
c/o Dan Mahoney, Interim Administrator  
1582 Kronenwetter Drive  
Kronenwetter, WI 54455  
dmahoney@kronenwetter.org

Re: Review & Revision of HR-003  
Employee Training, Education, and Conferences

Dear Mr. Mahoney:

The Village asked for review and revision of Village Policy HR-003 regarding employee training, education, and conference attendance. The question before the Village is whether to eliminate HR-003 or not. We recommend keeping HR-003 with revisions for the following reasons.

Mainly, the retention of a policy creates clarity in operations despite the fact that employees and officials can and do change. The Village and its public generally do well to maintain a well-trained work force. The Village certainly has broad legal authority to reimburse expenses under Wis. Stat. § 61.34. Actual rules governing the employee attendance and reimbursement of expenses for continuing education are not explicit in either state or federal law. Without a local policy, the Village will not have any clear statements on how the Village chooses to handle this issue.

Note that the Village also has HR-007 on its business mileage and travel policy. Keeping HR-003 helps clarify that employee training, education, and conferences are also “business travel” and subject to the same, single set of reimbursement rules. This simplifies budgeting. A department head or other budgetary person can more effectively budget for this topic when it is clear in advance what reimbursement policies will apply.

Our understanding is that HR-003, if retained, affects all management staff in the Village. Please also beware that the statutes define a “local public official” holding a “local public office” subject to the ethics statutes very broadly:

“Local public office” means any of the following offices, except an office specified in sub. (13) [state offices]:

- (a) An elective office of a local governmental unit.
- (b) A county administrator or administrative coordinator or a city or village manager.
- (c) An appointive office or position of a local governmental unit in which an individual serves for a specified term, except a position limited to the exercise of ministerial action or a position filled by an independent contractor.

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920-235-7300



- (cm) The position of member of the board of directors of a local exposition district under subch. II of ch. 229 not serving for a specified term.
- (d) An appointive office or position of a local government which is filled by the governing body of the local government or the executive or administrative head of the local government and in which the incumbent serves at the pleasure of the appointing authority, except a clerical position, a position limited to the exercise of ministerial action or a position filled by an independent contractor.
- (e) The position of member of the Milwaukee County mental health board as created under s. 51.41 (1d).
- (f) An employee of a school district who holds a school administrator license or permit issued by the department of public instruction under rules promulgated by the department under s. 118.19 and whose employment requires that the individual hold that license or permit.
- (g) An employee of a school district who acts as the head of facilities and maintenance and whose employment duties include making purchasing decisions or recommendations for the school district.

Wis. Stat. § 19.42(7w). Anyone subject to this definition would do well to be ethically protected by the Village having an official policy regarding the reimbursement of expenses. In contrast, an ad hoc method of approving reimbursements for various reasons, persons, and amounts would not be optimal. The Village is best off avoiding not just impropriety, but the appearance of impropriety too. Enclosed is a brief Wisconsin Ethics Commission guide in case it is helpful.

As to the suggested revisions, the current policy seemed more restrictive than necessary. Related activities outside of Village work hours and reimbursement have no need of regulation. Formally planned and already budgeted training probably does not also require individual Village Board approvals during the year. But anything outside of such planning and budgeting should, and the Village Board probably ought to itself consider requests of the Administrator and its own Board members.

Also enclosed are a redline and clean version of HR-003. Perhaps it will require further revision after your review. In any case, it is a pleasure to be of assistance to the Village. Please let us know if we can do anything else. Thank you.

Sincerely,  
**DEMPSEY LAW FIRM, LLP**



Lee D. Turonie  
[ldt@dempseylaw.com](mailto:ldt@dempseylaw.com)  
Wausau Office

Enclosures

{07928131.DOCX.1}

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Oshkosh, WI 54  
920-235-7300

POLICY ID: HR--003		TITLE: Employee Training, Education and Conferences		Section 4, ItemS.
ORIGINAL	X REVISION	APPROVED BY VILLAGE BOARD:	DATE:	
<b>EFFECTIVE DATE:</b> Original: 01/25/2010 Revision-1: 02/13/2012 Revision-2: 6/23/2015		<b>6-23-15</b>		
<b>APPLIES TO:</b>		<b>FLSA EXEMPT          REPRESENTED EMPLOYEES          ELECTED OFFICIALS</b>	<b>FLSA NON-EXEMPT          Non-REPRESENTED EMPLOYEES          APPOINTED OFFICIALS</b>	
<i>This policy applies to all Village of Kronenwetter employees in the categories checked in this section. Provisions within individual personal contracts or a collective bargaining agreement may supersede certain parts of this policy.</i>				

**CONTINUING EDUCATION GENERALLY:**

The Village of Kronenwetter encourages professional development and ongoing training. As such, employees may be granted time off from normal duties without expending paid time off if it is to engage in officially-sanctioned and approved training, conferences, and meetings.

The Village of Kronenwetter may provide financial reimbursement to employees for continuing education if it will directly and significantly upgrade the employee's current job performance, and if it is part of a professional enhancement plan established by the Department Head and the Village Administrator. The funds must be available within the current budget. The Village Board must review and approve any other requests for financial reimbursement assistance relating to continuing education.

**TRAINING/CONFERENCES/MEETINGS:**

The following guidelines pertain to attendance at all training sessions, conferences, or meetings requiring registration or employee absences.

- Paid time may be granted for the employee's attendance at an outside event during normal work hours if the event is judged to be useful to the individual's work or career development. Approvals are required from the Administrator and the Department Head.
- Expenses such as registration fee and transportation may be covered from a travel and/or training budget. Travel reimbursement may only be paid according to Village policy HR-007 Business Mileage and Travel.
- Reimbursable attendance for the Village Administrator, Elected and Appointed Officials at conferences or training sessions will require approval of the Village Board.
- As is expected of all who attend training, conferences, or other such events. each attendee is encouraged to share his/her experience and the information learned through his/her event attendance with the Department Head or Administrator, colleagues, and staff as well as the Village Board via the Department's regular monthly report.
- Any staff member seeking authorization to attend a conference, training session, or meeting must submit the Village of Kronenwetter Training Leave Request to his/her Department Head, with enough time for review before the proposed registration/application date, who will review and forward it to the Village Administrator. The approved period of leave will normally be for the period of attendance at the conference or meeting, together with the minimal reasonable period for travel to and from the employee's home or Municipal Center.

POLICY ID: HR--003		TITLE: Employee Training, Education and Conferences		Section 4, ItemS.
ORIGINAL	X REVISION	APPROVED BY VILLAGE BOARD:	DATE:	
<b>EFFECTIVE DATE:</b> Original: 01/25/2010 Revision-1: 02/13/2012 Revision-2: 6/23/2015		<b>6-23-15</b>		
<b>APPLIES TO:</b>		<b>FLSA EXEMPT          REPRESENTED EMPLOYEES          ELECTED OFFICIALS</b>	<b>FLSA NON-EXEMPT          Non-REPRESENTED EMPLOYEES          APPOINTED OFFICIALS</b>	
<i>This policy applies to all Village of Kronenwetter employees in the categories checked in this section. Provisions within individual personal contracts or a collective bargaining agreement may supersede certain parts of this policy.</i>				

**CONTINUING EDUCATION GENERALLY:**

The Village of Kronenwetter encourages professional development and ongoing training. As such, employees may be granted time off from normal duties without expending paid time off if it is to engage in officially-sanctioned and approved training, conferences, and meetings.

The Village of Kronenwetter may provide financial reimbursement to employees for continuing education if it will directly and significantly upgrade the employee's current job performance, and if it is part of a professional enhancement plan established by the Department Head and the Village Administrator. The funds must be available within the current budget. The Village Board must review and approve any other requests for financial reimbursement assistance relating to continuing education.

**TRAINING/CONFERENCES/MEETINGS:**

The following guidelines pertain to attendance at all training sessions, conferences, or meetings requiring registration or employee absences.

- Paid time may be granted for the employee's attendance at an outside event during normal work hours if the event is judged to be useful to the individual's work or career development. Approvals are required from the Administrator and the Department Head.
- Expenses such as registration fee and transportation may be covered from a travel and/or training budget. Travel reimbursement may only be paid according to Village policy HR-007 Business Mileage and Travel.
- Reimbursable attendance for the Village Administrator, Elected and Appointed Officials at conferences or training sessions will require approval of the Village Board.
- As is expected of all who attend training, conferences, or other such events, each attendee is encouraged to share his/her experience and the information learned through his/her event attendance with the Department Head or Administrator, colleagues, and staff as well as the Village Board via the Department's regular monthly report.
- Any staff member seeking authorization to attend a conference, training session, or meeting must submit the Village of Kronenwetter Training Leave Request to his/her Department Head, with enough time for review before the proposed registration/application date, who will review and forward it to the Village Administrator. The approved period of leave will normally be for the period of attendance at the conference or meeting, together with the minimal reasonable period for travel to and from the employee's home or Municipal Center.



## **VILLAGE BOARD AND COMMITTEE MEMBER** **ONBOARDING CHECKLIST**

- Swear in with Village Clerk
- Complete W4 Form with Village Clerk for Payment
- Waived Payment Form (if requested)
- Obtain village electronic device if needed
- Familiarize yourself with Board and Committee members and rolls
- Acquaint oneself with Village Website ([www.kronenwetter.org](http://www.kronenwetter.org))
- Review Organizational Chart
- Review Roberts Rules (league of Municipalities manual)
- Review Wisconsin Code of Ethics (<https://docs.legis.wisconsin.gov/statutes/statutes/19/iii/59>)
- Review meeting attendance policy
- Review previous agendas/minutes to familiarize yourself with Committee happenings

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Posted From: 5/01/2023 From Account:  
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Check Nbr	Check Date	Payee	Amount
36356	5/30/2023	WI Department of Revenue void check	
			<b>Manual Check</b>
451-00-51400-450-000		Bank and Investment Fees void check tid 1	-150.00
452-00-51400-450-000		Bank and Investment Fees void check TID 2	-150.00
453-00-51400-450-000		TID #3; Fees & Bank Charges VOID CHECK TID 3	-150.00
454-00-51400-450-000		TID #4; Fees & Bank Charges VOID CHECK TID 4	-150.00
		<b>Total</b>	<b>-600.00</b>
36505	5/10/2023	Jason Peak ESCROW REFUND-2661 NORTH RD	
100-00-22500-000-000		Occupancy Escrow ESCROW REFUND-2661 NORTH RD	750.00
		<b>Total</b>	<b>750.00</b>
36506	5/10/2023	Timber Ridge Builders, LLC ESCROW REFUND 2601 ANNAMARIE DR	
100-00-22500-000-000		Occupancy Escrow ESCROW REFUND 2601 ANNAMARIE DR	750.00
		<b>Total</b>	<b>750.00</b>
36507	5/11/2023	Ace Hardware Center - Weston Invoice#228069	
100-00-55000-200-329		Uniforms & Safety Equipment PARKS-HEARING PROTECT/ CLOTH GLOVES 228069	112.97
		<b>Total</b>	<b>112.97</b>
36508	5/11/2023	Advance Auto Parts Invoice#2202-409076	
100-00-52000-120-380		Equipment Repairs/Maintenance PD- PARTS 2202-409076	15.97
		<b>Total</b>	<b>15.97</b>
36509	5/11/2023	Amazon Capital Services, Inc. Invoice#1G6HY11YMJRV/1LKW9J7X6LNF	
100-00-52000-120-321		FT Officers Protective Cloth PD- STINGER LED HL/ THIN BLUE LINE FLAG 1G6H-Y11Y-MJRV	208.63

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Posted From: 5/01/2023 From Account:  
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Check Nbr	Check Date	Payee	Amount
100-00-52000-120-321		FT Officers Protective Cloth	50.87
		PD- BELT 1LKW-9J7X-6LNF	
<b>Total</b>			<b>259.50</b>

36510 5/11/2023 Applied Industrial Technologies  
PW- WEATHER PACK CON SHELL

100-00-53000-311-380		Equipment; Repairs/Maintenance	36.81
		PW- PK 10 WEATHER PACK CON SHELL	
<b>Total</b>			<b>36.81</b>

36511 5/11/2023 Aramark  
Invoice#6320217435/6320217436

100-00-53000-312-329		Uniforms & Safety Equipment	53.28
		PW- MATS	
100-00-53000-312-329		Uniforms & Safety Equipment	42.37
		PW- UNIFORMS	
100-00-53000-314-320		Garage Supplies & Expenses	28.34
		FIRST AID SHOP TOWELS	
601-00-53600-921-001		Office Supply Expense	16.28
		WATER-TOWELS	
650-00-53650-851-001		Office Supplies Expense	16.28
		SEWER-TOWELS	
601-00-53600-921-009		Uniforms	18.57
		WATER-UNIFORMS	
650-00-53650-851-010		Uniforms	18.57
		SEWER UNIFORMS	
<b>Total</b>			<b>193.69</b>

36512 5/11/2023 Aramark  
Invoice#6320213241/6320213242

100-00-53000-312-329		Uniforms & Safety Equipment	43.27
		PW- MATS	
100-00-53000-312-329		Uniforms & Safety Equipment	42.37
		PW- UNIFORMS	
100-00-53000-314-320		Garage Supplies & Expenses	28.34
		FIRST AID AND SHOP TOWELS	
601-00-53600-921-001		Office Supply Expense	11.85
		WATER FIRST AID /SHOP TOWELS	

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Check Nbr	Check Date	Payee	Amount
650-00-53650-851-001		Office Supplies Expense SEWER FIRST AID /SHOP TOWELS	11.85
601-00-53600-921-009		Uniforms WATER-UNIFORMS	18.57
650-00-53650-851-010		Uniforms SEWER- UNIFORMS	18.57
<b>Total</b>			<b>174.82</b>

36513 5/11/2023 Associated Appraisal Consultants, Inc  
Invoice#168110

100-00-51530-110-000		Assessor Fee PROFESSIONAL SERVICE PER AGREEMENT	1,333.33
		168110	
100-00-51530-110-000		Assessor Fee INTERNET POSTING OF PARCELS	69.91
		168110	
<b>Total</b>			<b>1,403.24</b>

36514 5/11/2023 AT & T MOBILITY  
Invoice#05012023

650-00-53650-851-003		Office-Phone Expense SEWER UTILITY	45.48
		05012023	
650-00-53650-851-003		Office-Phone Expense WATER PHONE	45.47
		05012023	
<b>Total</b>			<b>90.95</b>

36515 5/11/2023 Bauernfeind Business Technologies, Inc.  
Invoice#152520

100-00-51400-470-000		Office Equipment/Service Agree HELP DESK	33.75
		152520	
<b>Total</b>			<b>33.75</b>

36516 5/11/2023 Becher Hoppe Associates, Inc.  
Invoice#23223

601-00-53600-923-002		Engineering Services WATER TREATMENT PLANT	10,967.00
		23223	
<b>Total</b>			<b>10,967.00</b>

36517 5/11/2023 Celinda Smith  
FD-MILEAGE

100-00-52000-201-329		Mileage - Fire Department FD-MILEAGE	340.60
		05102023	

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Check Nbr	Check Date	Payee	Amount
			<b>Total</b> 340.60
36518 5/11/2023 Charlie's Hardware Invoice#48182/1-48228/1			
100-00-55000-200-400		Parks -Other Projects PARKS-MISC SUPPLIES 48182/1	166.12
100-00-55000-200-400		Parks -Other Projects PARKS MISC SUPPLIES 48228/1	72.74
			<b>Total</b> 238.86
36519 5/11/2023 Charlie's Hardware Invoice#48363/1			
100-00-55000-200-400		Parks -Other Projects PARKS-MIS SUPPLIES 48363/1	31.67
			<b>Total</b> 31.67
36520 5/11/2023 Charlie's Hardware Invoice#47988/1			
100-00-51600-354-000		Materials & Supplies PARKS-MIRCL GROW 47988/1	25.79
			<b>Total</b> 25.79
36521 5/11/2023 Dirks Group, LLC Invoice#43222			
100-00-51400-480-000		Computer Program Support MICROSOFT 365 DG43222	475.20
100-00-51400-480-000		Computer Program Support CONTINUOUS PROTECTION SUPPORT DG43222	3,341.44
100-00-51400-480-000		Computer Program Support MICROSOFT AZURE INFORMATION MICROSOFT DG43222	487.20
			<b>Total</b> 4,303.84
36522 5/11/2023 Fastenal Company Invoice#WISCH358950			
100-00-53000-314-320		Garage Supplies & Expenses PW- PARTS WISCH358950	144.85
100-00-53000-314-320		Garage Supplies & Expenses PW-PARTS WISCH358951	108.58
			<b>Total</b> 253.43



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Check Nbr	Check Date	Payee	Amount
36523	5/11/2023	FIRE SAFETY USA FD- VANTAGE 180 HELMET LIGHT AND BRACKET	
100-00-52000-201-383		Field Tools Outlay FD- VANTAGE HELMET LIGHT AND BRACKET 171672	810.50
<b>Total</b>			<b>810.50</b>
36524	5/11/2023	John McAuley COMMUNITY ROOM SEC DEP REFUND 5/10/23	
100-00-22501-000-000		Security Deposits COMMUNITY ROOM SEC DEP REFUND 5/10/23	200.00
<b>Total</b>			<b>200.00</b>
36525	5/11/2023	Johnson Controls Fire Protection LP Invoice#05/09/2023	
100-00-51600-389-000		Maintenance ANNUAL FIRE ALARM INSPECTION 05092023	42.50
<b>Total</b>			<b>42.50</b>
36526	5/11/2023	K&L Service DETAIL DURANGO SQUAD CAR	
100-00-52000-120-380		Equipment Repairs/Maintenance DETAIL DURANGO SQUAD CAR 962621	150.00
<b>Total</b>			<b>150.00</b>
36527	5/11/2023	Kristi Newton COMMUNITY ROOM SEC. DEP REFUND	
100-00-22501-000-000		Security Deposits COMMUNITY ROOM SEC DEP REFUND	200.00
<b>Total</b>			<b>200.00</b>
36528	5/11/2023	League of Wisconsin Municipalities LISA CONFERENCE	
100-00-51520-340-000		Training/Schooling/Meetings LOCAL GOV-101	115.00
100-00-51520-340-000		Training/Schooling/Meetings BASICS OF BUDGETING	75.00
<b>Total</b>			<b>190.00</b>
36529	5/11/2023	Londerville Enterprises, Inc. STAINLESS SURPLUS MATERIAL	

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Check Nbr	Check Date	Payee	Amount
100-00-53000-314-320		Garage Supplies & Expenses	204.31
		STAINLESS SURPLUS MATERIAL 7013990	
<b>Total</b>			<b>204.31</b>

36530 5/11/2023 Lucas Manley  
RENTAL REFUND

100-00-48000-002-200		Municipal Center & Park Rental	30.00
		RENTAL REFUND	
100-00-22501-000-000		Security Deposits	40.00
		SECURITY DEPOSIT REFUND	
<b>Total</b>			<b>70.00</b>

36531 5/11/2023 Malbrit Mechanical, Inc.  
Invoice#185198

100-00-51600-389-000		Maintenance	564.87
		HEATING AND AIR MAINT 185198	
<b>Total</b>			<b>564.87</b>

36532 5/11/2023 Marathon County Treasure  
COUNTY COURT SHARE APRIL

221-00-21910-000-000		Municipal Fines Due to Others	330.00
		MUNI COURT COUNTY SHARE 05012023	
221-00-21910-000-000		Municipal Fines Due to Others	-190.00
		MUNI COURT COUNTY SHARE 05012023	
<b>Total</b>			<b>140.00</b>

36533 5/11/2023 Marathon Technical Services, LLC  
Invoice#3156

500-00-53000-000-100		Engineering - Wtr Meter Stn	5,200.00
		WELL SIGHT INVESTIGATION AND REPORT 3156	
<b>Total</b>			<b>5,200.00</b>

36534 5/11/2023 MEGHAN SCHLIEPP  
SECURITY DEPOSIT REFUND BALL DIAMOND

100-00-22501-000-000		Security Deposits	50.00
		SECURITY DEPOSIT REFUND BALL DIAMOND	
<b>Total</b>			<b>50.00</b>

36535 5/11/2023 Michael Hofmann  
COMMUNITY ROOM SEC. DEP. REFUND

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Check Nbr	Check Date	Payee	Amount
100-00-22501-000-000		Security Deposits	200.00
		COMMUNITY ROOM SEC. DEP. REFUND	
<b>Total</b>			<b>200.00</b>

36536 5/11/2023 MWSCO  
PW-CONDUIT

100-00-53000-314-320		Garage Supplies & Expenses	36.98
		PW- CONDUIT 4043803	
<b>Total</b>			<b>36.98</b>

36537 5/11/2023 Napa of Mosinee  
Invoice#420840/420459

100-00-52000-201-322		Miscellaneous FD Supplies	17.99
		FD-ANTI FRZ 420840	
100-00-53000-311-380		Equipment; Repairs/Maintenance	203.54
		PW-OIL 420459	
<b>Total</b>			<b>221.53</b>

36538 5/11/2023 NCL of Wisconsin, Inc.  
INV 486425

601-00-53600-641-002		Water Sampling Expense	134.90
		OPTIMUM RESULTS SOLN FOR LO 486425	
601-00-53600-641-002		Water Sampling Expense	11.74
		DELIVERY 486425	
<b>Total</b>			<b>146.64</b>

36539 5/11/2023 NCL of Wisconsin, Inc.  
INV 486425

601-00-53600-641-002		Water Sampling Expense	62.00
		DPD FREE CIPP FOR 10ML 486425	
601-00-53600-641-002		Water Sampling Expense	105.38
		PHOSVER 486425	
601-00-53600-641-002		Water Sampling Expense	189.00
		TISAB II BUFFER 486425	
601-00-53600-641-002		Water Sampling Expense	13.18
		DELIVERY CHARGE 486425	
<b>Total</b>			<b>369.56</b>

36540 5/11/2023 NEW RESTORATION AND RECOVERY SERVICES  
WELL CLEANING

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Check Nbr	Check Date	Payee	Amount
650-00-53650-831-000		Mainten of Collecting System	540.00
		MOBILIZATION AND VAC TRUCK	
		PSI-2020-124805	
650-00-53650-832-000		Maintenance of Stations	3,847.50
		WET WELL CLEANING	
		PSI-2020-124805	
100-00-53000-311-360		Storm Water	881.25
		DISPOSAL PER TON	
		PSI-2020-124805	
<b>Total</b>			<b>5,268.75</b>

36541	5/11/2023	North Central Technical College	
		PD- TACTICAL TRAINING EXPO	
100-00-52000-120-238		Training - Officers	250.00
		PD-- TACTICAL TRAINING EXPO	
<b>Total</b>			<b>250.00</b>

36542	5/11/2023	PAULINE SCHIELD	
		COMMUNITY ROOM SEC. DEP. REFUND-05/06/23	
100-00-22501-000-000		Security Deposits	200.00
		COMMUNITY ROOM SEC. DEP. REFUND-05/06/23	
<b>Total</b>			<b>200.00</b>

36543	5/11/2023	Pomasl Fire Equipment, Inc.	
		Invoice#92397	
100-00-52000-201-380		Equipment Repairs/Maintenance	98.00
		FD-ANTENNA MAGNETIC MIC	
		92397	
<b>Total</b>			<b>98.00</b>

36544	5/11/2023	Quill Corporation	
		Invoice#32325178	
100-00-52000-120-460		Office Supplies	97.34
		PD- OFFICE SUPPLIES	
		32325178	
<b>Total</b>			<b>97.34</b>

36545	5/11/2023	Quill Corporation	
		Invoice#MULTIPLE	
100-00-51400-485-000		Computer Supplies & Expenses	45.98
		GENERAL OFFICE SUPPLIES	
		32165952	
100-00-51400-460-000		Office Supplies	197.74
		GENERAL OFFICE SUPPLIES	
		32168230	
100-00-51400-485-000		Computer Supplies & Expenses	17.58
		GENERAL COMMITTEE PLATES	
		32168230	

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Check Nbr	Check Date	Payee	Amount
<b>Total</b>			<b>261.30</b>

36546 5/11/2023 Quill Corporation  
Invoice#32131479/32066466

100-00-51400-485-000	Computer Supplies & Expenses		9.98
	GENERAL OFFICE SUPPLIES	32131479	
100-00-51600-354-000	Materials & Supplies		179.97
	JANITERIAL SUPPLIES	32066466	
100-00-51400-460-000	Office Supplies		94.36
	MUNI GENERAL OFFICE	32066466	
650-00-53650-851-001	Office Supplies Expense		26.99
	UTILITIES SUPPLIES	32066466	
100-00-51440-350-000	Other Expenses & Supplies		5.99
	ELECTIONS	32066466	
<b>Total</b>			<b>317.29</b>

36547 5/11/2023 Rib Mountain Metro Sewerage District  
Invoice#050123

650-00-53650-852-004	Rib Mt Sewerage District		22,270.29
	MONTHLY SEWERAGE APR 23	05012023	
650-00-53650-852-004	Rib Mt Sewerage District		2,581.16
	DEBT SERVICE APRIL	05012023	
<b>Total</b>			<b>24,851.45</b>

36548 5/11/2023 ROTH PROFESSIONAL SOLUTIONS  
LIFT STATION ASSESSMENT

601-00-53600-923-002	Engineering Services		4,275.00
	LIFT STATION ASSESSMENT	2321	
601-00-53600-923-002	Engineering Services		1,113.75
	SEWER SERVICE	2320	
<b>Total</b>			<b>5,388.75</b>

36549 5/11/2023 SARAH FISHER  
MILEAGE 4/18-5/11

100-00-51427-330-000	Mileage - Acct Clerk		109.65
	MILEAGE 4/18-5/11		
<b>Total</b>			<b>109.65</b>

36550 5/11/2023 State of Wisconsin Court Fines & Surcharges  
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Check Nbr	Check Date	Payee	Amount
221-00-21910-000-000		Municipal Fines Due to Others APRIL STATE SHARE	1,036.60
221-00-21910-000-000		Municipal Fines Due to Others APRIL OVERPAYMENT IN MARCH	-635.00
<b>Total</b>			<b>401.60</b>

36551 5/11/2023 Sterling Water, Inc.  
Account# 342-00184242-2

100-00-53000-314-320		Garage Supplies & Expenses BOTTLED WATER AND 5 GAL WATER NT FOR GAR	12.00
<b>Total</b>			<b>12.00</b>

36552 5/11/2023 Stryker Sales, LLC  
FD- FLEX GRANT MIS SUPPLIES

100-00-52000-301-370		EMS Grant Expense FD- SUPPLIES FLEX GRANT 4144345m	7,186.00
<b>Total</b>			<b>7,186.00</b>

36553 5/11/2023 SUMMIT FIRE PROTECTION  
FD- MISC INSPECTION COSTS

100-00-52000-201-380		Equipment Repairs/Maintenance INSPECTION COSTS 178010034	1,641.00
<b>Total</b>			<b>1,641.00</b>

36554 5/11/2023 The Uniform Shoppe  
Invoice#334110

100-00-52000-120-321		FT Officers Protective Cloth PD- CAP WITH LOGO 334110	38.95
<b>Total</b>			<b>38.95</b>

36555 5/11/2023 Theresa O'Brien  
CELL PHONE REIMBURSEMENT APRIL

100-00-52000-201-330		Phone Reimbursement CELL PHONE REIMBURSEMENT APRIL	40.00
<b>Total</b>			<b>40.00</b>

36556 5/11/2023 Time Warner Cable / Charter Communication  
Invoice#084912801050123

601-00-53600-921-005		Internet Access WELL HOUSE INTERNET SERVICE 084912801050123	59.99
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Check Nbr	Check Date	Payee	Amount
650-00-53650-851-006		Internet Access WELLHOUSE INTERNET SERVICES	59.99
		084912801050123	
		<b>Total</b>	<b>119.98</b>
<hr/>			
	36557 5/11/2023	Van Ert Electric Company, Inc. Invoice#001-004771/001-004769/001-004836	
100-00-53000-311-381		Traffic Signal Maintenance MUNI KNOCED DOWN TRAFFIC LIGHT	6,276.49
		001-004771	
100-00-53000-311-381		Traffic Signal Maintenance MUNI CHECKED OUT STREET LIGHTS ON MAPLE	195.00
		001004769	
100-00-53000-311-381		Traffic Signal Maintenance OLD 51 KNOCK DOWN	4,229.96
		001-004836	
		<b>Total</b>	<b>10,701.45</b>
<hr/>			
	36558 5/11/2023	Village of Rothschild 1/4 MAINT COST OF WEATHER SIREN	
100-00-52000-201-326		Utilities - Siren 1/4 MAINT COST OF TOWER WEATHER SIREN	40.63
		100-2023-23	
		<b>Total</b>	<b>40.63</b>
<hr/>			
	36559 5/11/2023	William Gau MILEAGE	
100-00-51420-330-000		Mileage - CD/Zoning Admin MILEAGE	105.46
		<b>Total</b>	<b>105.46</b>
<hr/>			
	36560 5/11/2023	WISCONSIN DEPARTMENT OF JUSTICE BACKGROUND CHECK	
100-00-51500-580-001		Recruiting BACKGROUND CHECK	28.00
		<b>Total</b>	<b>28.00</b>
<hr/>			
	36561 5/11/2023	YENGLAI LEE COMMUNITY ROOM SEC DEP REFUND 5/27/23	
100-00-22501-000-000		Security Deposits CANCELED RENTAL- REFUND	200.00
100-00-48000-002-200		Municipal Center & Park Rental CANCELED RENTAL REFUND	100.00
		<b>Total</b>	<b>300.00</b>

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36562	5/18/2023	SWENSON, KURT	
Pay period 04/01/2023 to 04/30/2023			Manual Check
100-00-52000-201-110		Salaries & Wages	150.00
100-00-52000-201-110		Salaries & Wages	120.00
100-00-21511-000-000		Social Security Taxes	-16.74
100-00-21511-000-000		Social Security Taxes	-3.92
			Total 249.34
36610	5/19/2023	ABBY WALLIS	
RENTAL REFUND- ATHLETIC FIELD- WALLIS			
100-00-48000-002-200		Municipal Center & Park Rental	140.00
RENTAL REFUND WALLIS			
100-00-22501-000-000		Security Deposits	50.00
SECURITY DEPOSIT REFUND- WALLIS			
			Total 190.00
36611	5/19/2023	Advance Auto Parts	
Invoice#2202-408228			
100-00-55000-200-380		Equipment Repairs	44.21
PARKS-PARTS MAY 2023		2202-408228	
			Total 44.21
36612	5/19/2023	Advance Auto Parts	
Invoice#2202-409217			
100-00-53000-311-380		Equipment; Repairs/Maintenance	257.27
PW- PARTS MAY 2023		2202-409517	
100-00-53000-311-380		Equipment; Repairs/Maintenance	20.87
PW- PARTS MAY 2023		2202-409519	
			Total 278.14
36613	5/19/2023	Aramark	
Invoice#6320221493/6320221492			
100-00-53000-312-329		Uniforms & Safety Equipment	55.11
PW- MATS			
100-00-53000-312-329		Uniforms & Safety Equipment	194.40
PW- UNIFORMS			



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Check Nbr	Check Date	Payee	Amount
100-00-53000-314-320		Garage Supplies & Expenses FIRST AID SUPPLY/TOWEL	14.99
601-00-53600-921-001		Office Supply Expense WATER-FIRST AID SHOP TOWELS	12.27
650-00-53650-851-001		Office Supplies Expense SEWER-FIRST AID SHOP TOWELS	12.27
601-00-53600-921-009		Uniforms WATER-UNIFORMS	28.73
650-00-53650-851-010		Uniforms SEWER-UNIFORMS	28.71
<b>Total</b>			<b>346.48</b>
<hr/>			
36614 5/19/2023 Beacon Athletics Invoice#0568993			
100-00-55000-200-400		Parks -Other Projects PARKS-GRADING RAKE	213.79
		0568993	
<b>Total</b>			<b>213.79</b>
<hr/>			
36615 5/19/2023 BOUND TREE MEDICAL,LLC FLEX GRANT-MANIKIN CPR-FD			
100-00-52000-301-370		EMS Grant Expense FD-FLEX GRANT-MANIKIN CPR	1,350.95
		84959459	
<b>Total</b>			<b>1,350.95</b>
<hr/>			
36616 5/19/2023 BRADLEY HANSON DRUG SCREEN REFUND			
100-00-51500-580-001		Recruiting ADMINISTRATOR DRUG SCREEN REFUND	60.00
<b>Total</b>			<b>60.00</b>
<hr/>			
36617 5/19/2023 Brock White Company, LLC SEWER-LADTECH			
650-00-53650-851-008		Equipment Parts & Maintenance SEWER-LADTECH	537.84
		15832579	
650-00-53650-851-008		Equipment Parts & Maintenance SEWER-LADTECH CAULK	172.32
		15832579	
<b>Total</b>			<b>710.16</b>
<hr/>			
36618 5/19/2023 Charlie's Hardware Invoice#533760/1			

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100-00-55000-200-400		Parks -Other Projects	47.21
		PARKS-MISC SUPPLIES	533760/1
100-00-53000-314-320		Garage Supplies & Expenses	28.78
		PW- STAPLE GUN	48707/1
100-00-55000-200-400		Parks -Other Projects	80.76
		PARKS-MISC SUPPLIES	48759/1
<b>Total</b>			<b>156.75</b>

36619 5/19/2023 Cintas Corporation  
Invoice#5154667454

100-00-53000-312-329		Uniforms & Safety Equipment	58.33
		PW- VARIOUS FIRST AID SUPPLIES	5154667454
<b>Total</b>			<b>58.33</b>

36620 5/19/2023 CIVIC SYSTEMS, LLC  
CIVICS PLUS MUNICODE

100-00-51400-485-000		Computer Supplies & Expenses	7,041.25
		CIVICS PLUS MUNICODE	260938
<b>Total</b>			<b>7,041.25</b>

36621 5/19/2023 Condon Oil Co, Inc.  
Account#0009702

100-00-53000-311-384		PWKS; Fuel Charges	697.62
		PW- FUEL 5/3/2023	
<b>Total</b>			<b>697.62</b>

36622 5/19/2023 Daniel R Mahoney  
INTERIM ADMIN FEES5/2/2023

100-00-51400-511-000		Other Professional Services	3,710.00
		PROFESSIONAL FEES 53@70/HR	
100-00-51400-511-000		Other Professional Services	373.35
		MILEAGE 570@.655/MILE	
<b>Total</b>			<b>4,083.35</b>

36623 5/19/2023 Daniel R Mahoney  
INTERIM ADMINISTRATOR FEES 5/15/2023

100-00-51400-511-000		Other Professional Services	2,975.00
		PROFESSIONAL FEES 42.5@70/HR	
100-00-51400-511-000		Other Professional Services	258.07
		MILEAGE 394@.655/MILE	

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<b>Total</b>			<b>3,233.07</b>
36624	5/19/2023	DATCP Invoice#115-0000030194	
100-00-51900-994-000		Weights Measures Inspection WEIGHTS AND MEASURES ANNUAL INSPECTION 115-0000030194	400.00
<b>Total</b>			<b>400.00</b>
36625	5/19/2023	DUAN GAU MUNICIPAL SERVICES PROFESSIONAL SERVIES	
100-00-51400-511-000		Other Professional Services GENERAL ADMINISTRATION	450.00
100-00-51400-511-000		Other Professional Services GENERAL ADMIN MILEAGE	65.00
452-00-51400-464-000		TIF Consulting TID DISTRICT 2	825.00
<b>Total</b>			<b>1,340.00</b>
36626	5/19/2023	Fahrner Asphalt Sealers, Inc. PW-CHIP SEAL	
100-00-53000-311-345		Seal Coating PW-CHIP SEAL 2023 8300015265	24,059.15
<b>Total</b>			<b>24,059.15</b>
36627	5/19/2023	Fastenal Company Invoice#359417	
100-00-55000-200-361		Maintenance Supplies PW-PARTS 359417	96.95
<b>Total</b>			<b>96.95</b>
36628	5/19/2023	FIRE SAFETY USA FD-SWIVEL ADAPTER MALE OUTLETS	
270-00-52200-811-000		Outlay-Fire Equipment FD- SWIVEL ADAPTER MALE OUTLETS 172434	686.00
<b>Total</b>			<b>686.00</b>
36629	5/19/2023	FIRE SAFETY USA FD-CHIEF SHIELD 5 GAL PAIL	
100-00-52000-201-322		Miscellaneous FD Supplies FD-CHIEF SHIELD 5 GAL PAIL 172198	107.00

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<b>Total</b>			<b>107.00</b>

36630 5/19/2023 Forms Specialists Printing, Inc.  
Invoice#52709

260-00-55200-900-000	FD Donation Exp - Other		45.00
	FD- PUSH IN CEREMONY POSTER	52709	
<b>Total</b>			<b>45.00</b>

36631 5/19/2023 Frontier Communications  
WATER/SEWER PHONE

650-00-53650-827-001	Operation-Telephone Exp		30.85
	WELL HOUSE		
601-00-53600-623-002	Telephone Exp-Wellhouse		104.37
	WELL HOUSE PHONE SCADA		
650-00-53650-827-001	Operation-Telephone Exp		236.70
	LIFTSTATION PHONE		
<b>Total</b>			<b>371.92</b>

36632 5/19/2023 GPM Southeast  
Invoice#MULTIPLE

100-00-52000-201-324	Fuel		315.17
	FD-FUEL	7247206/7298008	
100-00-55000-200-355	Parks; Fuel Charges		426.42
	PARKS-FUEL	7298008/7247206	
<b>Total</b>			<b>741.59</b>

36633 5/19/2023 Halron Lubricants, Inc.  
Invoice#1390195-00/1390195-01/43023-99

100-00-53000-311-384	PWKS; Fuel Charges		194.36
	PW-CHEVRON	1390195-00	
100-00-53000-311-384	PWKS; Fuel Charges		924.48
	PW- CHEVRON	1390195-01	
100-00-53000-311-384	PWKS; Fuel Charges		16.78
	PW-CHEVRON	43023-99	
<b>Total</b>			<b>1,135.62</b>

36634 5/19/2023 Harter's of Fox Valley Disposal  
Invoice#375413

100-00-53000-620-320	Solid Waste Collection Expense		19,443.82
	GARBAGE SERVICE APRIL	375413	

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100-00-53000-620-315		Recycling Expenses	10,064.03
		RECYCLING SERVICE APRIL	375413
100-00-53000-620-315		Recycling Expenses	3,266.00
		SPRING CLEAN UP	375413
<b>Total</b>			<b>32,773.85</b>

36635 5/19/2023 Jefferson Fire & Safety  
Invoice#302784

270-00-52200-811-000		Outlay-Fire Equipment	91.14
		FD-R&B DOUBLE DONUT STRAP	302784
<b>Total</b>			<b>91.14</b>

36636 5/19/2023 JX Enterprises, Inc.  
FD- 1992 MACK TRUCK ALTERNATOR ASSEMBLY

100-00-52000-201-380		Equipment Repairs/Maintenance	1,091.19
		FD-1992 MACK TRUCK ALTERNATOR ASSEMBLY	1748945S
<b>Total</b>			<b>1,091.19</b>

36637 5/19/2023 Kelly Ziegelbauer  
SECURITY DEPOSIT REFUND

100-00-22501-000-000		Security Deposits	50.00
		SECURITY DEPOSIT REFUND-FRIENDSHIP PARK	
<b>Total</b>			<b>50.00</b>

36638 5/19/2023 Kim Manley  
PROFESSIONAL FEES INTERIM TREASURER

100-00-51400-511-000		Other Professional Services	1,588.39
		PROFESSIONAL FEES INTERIM TREASURE	
<b>Total</b>			<b>1,588.39</b>

36639 5/19/2023 LPG Service  
Invoice#53063

100-00-53000-311-384		PWKS; Fuel Charges	92.93
		PARKS-LP	53063
<b>Total</b>			<b>92.93</b>

36640 5/19/2023 Malbrit Mechanical, Inc.  
Invoice#7802

100-00-53000-314-320		Garage Supplies & Expenses	5,490.00
		PW-REPLACEMENT OF UNITS WELL HOUSE GARAG 7802	

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<b>Total</b>			<b>5,490.00</b>
36641 5/19/2023 Marathon County Health Department BACTERIA TESTING			
601-00-53600-630-010		Marathon Co Health Lab BACTERIA TESTING 04356	22.00
601-00-53600-630-010		Marathon Co Health Lab BACTERIA TESTING 04394	22.00
<b>Total</b>			<b>44.00</b>
36642 5/19/2023 Marathon County Treasurer's Office ELECTIONS EXPENSE AND SUPPLIES			
100-00-51440-350-000		Other Expenses & Supplies ELECTION MAINT FEE 002882	573.10
<b>Total</b>			<b>573.10</b>
36643 5/19/2023 Menards - Wausau Invoice#23573			
100-00-55000-200-400		Parks -Other Projects PARKS-MISC PARTS 23573	123.87
<b>Total</b>			<b>123.87</b>
36644 5/19/2023 Minnow's Plumbing LABOR REPAIR FROZEN LINE AT SUNSET PARK			
100-00-55000-200-400		Parks -Other Projects REPAIR SUNSET PARK	220.61
<b>Total</b>			<b>220.61</b>
36645 5/19/2023 Municipal Property Insurance Company REIMBURSEMENT FOR CLAIM			
100-00-48400-000-000		Insurance Claim Proceeds REIMBURSEMENT FOR CLAIM	5,276.49
<b>Total</b>			<b>5,276.49</b>
36646 5/19/2023 Napa of Mosinee Invoice#421060			
100-00-53000-311-380		Equipment; Repairs/Maintenance PW-PARTS 421060	135.11
<b>Total</b>			<b>135.11</b>

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36647	5/19/2023	North Central Utility of Wisconsin, LLC PW-PARTS	
100-00-53000-311-380		Equipment; Repairs/Maintenance PW-SLACK S36577	254.85
100-00-53000-311-380		Equipment; Repairs/Maintenance PW-GROMMET AND LED SUPER 44 S363511	224.16
100-00-53000-311-380		Equipment; Repairs/Maintenance PW-CREDIT MEMO S363576	-197.94
<b>Total</b>			<b>281.07</b>
36648	5/19/2023	ROCIO ISABEL MANDLI SECURITY DEPOSIT REFUND COMM ROOM 5/13	
100-00-22501-000-000		Security Deposits SECURITY DEPOSIT REFUND 5/13 COMM ROOM	200.00
<b>Total</b>			<b>200.00</b>
36649	5/19/2023	Scott's Portable Toilets Invoice#19662	
100-00-55000-200-327		Portable Restroom/Wash Station TOWERING PINES 19662	145.00
100-00-55000-200-327		Portable Restroom/Wash Station GOODING PARK 19662	145.00
100-00-55000-200-327		Portable Restroom/Wash Station MUNI CENTER PARK 19662	145.00
100-00-55000-200-327		Portable Restroom/Wash Station NORM PLAZA PARK 19662	145.00
100-00-55000-200-327		Portable Restroom/Wash Station SEVILLE PARK 19662	145.00
100-00-55000-200-327		Portable Restroom/Wash Station DELIVERY CHARGE 19662	25.00
<b>Total</b>			<b>750.00</b>
36650	5/19/2023	Shannon Lemma RENTAL/SEC DEP REFUND COMM ROOM	
100-00-22501-000-000		Security Deposits RENTAL/SEC DEP REFUND COMM ROOM	200.00
100-00-48000-002-200		Municipal Center & Park Rental RENTAL/SEC DEP REFUND COMM ROOM	150.00
<b>Total</b>			<b>350.00</b>

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36651	5/19/2023	Sternot Auto Repair, Inc Invoice#33999	
100-00-52000-120-380		Equipment Repairs/Maintenance PD- 2020 DODGE CHARGER MAINT 33999	87.92
<b>Total</b>			<b>87.92</b>
36652	5/19/2023	Swank Motion Pictures, INC MOVIE RENTAL A DOGS JOURNEY 6/15	
100-00-51420-350-000		Community Events MOVIE RENTAL A DOGS JOURNEY 6/15 2044370	450.00
<b>Total</b>			<b>450.00</b>
36653	5/19/2023	The Uniform Shoppe Invoice#MULTIPLE	
260-00-55200-900-000		FD Donation Exp - Other FD-UNIFORMS MULTIPLE	3,229.30
<b>Total</b>			<b>3,229.30</b>
36654	5/19/2023	Volm Companies, Inc Invoice#000023200	
100-00-53000-311-357		Culverts PW- CULVERT/ FREIGHT 23200	4,258.83
<b>Total</b>			<b>4,258.83</b>
36655	5/19/2023	Wisconsin Media Invoice#5577895	
100-00-51900-960-000		Publications PUBLIC HEARINGS 5577895	62.63
100-00-53000-311-349		Capital - Road Improvements WEIGHT LIMITS RESTRICTIONS 5577895	12.74
100-00-53000-311-345		Seal Coating PUBLICATIONS-SEAL COAT BIDS 5577895	630.37
100-00-53000-311-345		Seal Coating UNAPPLIED PAYMENT CREDIT 5577895	-84.34
<b>Total</b>			<b>621.40</b>
36656	5/19/2023	Wisconsin Professional Police Association, Inc Invoice#17916/17269	
100-00-21518-000-000		Union Dues Withheld PD-LEER FULLTIME 17916	256.50



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100-00-21518-000-000		Union Dues Withheld	1.50
		PAC CONTRIBUTION	17269
<b>Total</b>			<b>258.00</b>

36657 5/26/2023 Advance Auto Parts  
Invoice#MULTIPLE

100-00-55000-200-380		Equipment Repairs	-67.84
		PARKS- LIFT SUPPORT RETURN	2202-410269
100-00-55000-200-380		Equipment Repairs	31.31
		PARKS-AIR	2202-410091
100-00-55000-200-380		Equipment Repairs	100.69
		PARKS-HEADLIGHT	2202-410086
100-00-55000-200-380		Equipment Repairs	21.14
		PARKS-REFRIGERANT	2202-410270
100-00-53000-311-380		Equipment; Repairs/Maintenance	67.12
		PW- FUEL FILTER/AR/OIL FILTER/LUBE	2202-410355
<b>Total</b>			<b>152.42</b>

36658 5/26/2023 Amazon Capital Services, Inc.  
Invoice#1L1H-4T1F-4JY7

100-00-52000-120-321		FT Officers Protective Cloth	32.39
		PD- RECEIVER/LISTEN ONLY	1L1H-4T1F-4JY7
<b>Total</b>			<b>32.39</b>

36659 5/26/2023 Aramark  
Invoice#6320221493/6320221492

100-00-53000-312-329		Uniforms & Safety Equipment	55.10
		PW-MATS	
100-00-53000-312-329		Uniforms & Safety Equipment	34.11
		PW- UNIFORMS	
100-00-53000-314-320		Garage Supplies & Expenses	14.99
		FIRST AID SUPPLY/SHOP TOWELS	
601-00-53600-921-001		Office Supply Expense	12.27
		FIRST AID SUPPLY SHOP TOWELS/WATER	
650-00-53650-851-001		Office Supplies Expense	12.27
		FIRST AID SUPPLY/SHOP TOWELS-SEWER	
601-00-53600-921-009		Uniforms	28.09
		UNIFORMS-WATER	

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Check Nbr	Check Date	Payee	Amount
650-00-53650-851-010		Uniforms	28.09
		UNIFORMS-SEWER	
Total			184.92

36660	5/26/2023	AT & T MOBILITY	
Invoice#287291904849X05152023			
100-00-52000-120-326		Telephone & Utilities - Police	331.20
		POLICE CHIEF/OFFICERS PHONE	
		287291904849X05152023	
Total			331.20

36661	5/26/2023	Charlie's Hardware	
Invoice#48825/1			
650-00-53650-851-008		Equipment Parts & Maintenance	4.12
		SEWER-KEY REPLACEMENT	
		48825/1	
Total			4.12

36662	5/26/2023	CINDY VUE	
UTILITY BILL REFUND-DOUBLE PAY			
601-00-46100-461-000		Metered Sales - Residential	83.77
		WATER REFUND	
650-00-46200-622-001		Metered Sales-Residential	86.26
		SEWER REFUND	
601-00-46100-463-000		Public Fire Protection	13.20
		FIRE PROTECTION REFUND	
601-00-46100-461-000		Metered Sales - Residential	1.78
		LATE FEE-WATER	
650-00-46200-622-001		Metered Sales-Residential	1.78
		LATE FEE- SEWER	
Total			186.79

36663	5/26/2023	Dan Hekrdle	
MILEAGE-PW- MAY			
100-00-53000-302-330		Mileage - Public Works	24.89
		MILEAGE-PW-MAY	
Total			24.89

36664	5/26/2023	Dan Hekrdle	
APRIL AND MAY PHONE REIMB 2023			
100-00-53000-302-322		Phone Expense - PW Director	40.00
		APRIL PHONE REIMB 2023	

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Check Nbr	Check Date	Payee	Amount
100-00-53000-302-322		Phone Expense - PW Director MAY PHONE REIMB 2023	40.00
<b>Total</b>			<b>80.00</b>
<hr/>			
36665 5/26/2023 Dirks Group, LLC Invoice#DG43361			
100-00-51400-480-000		Computer Program Support MILEAGE TO CLIENT DG43361	31.25
100-00-51400-480-000		Computer Program Support ONSITE SUPPORT DG43361	218.75
<b>Total</b>			<b>250.00</b>
<hr/>			
36666 5/26/2023 Dirks Group, LLC Invoice#16319			
100-00-51400-480-000		Computer Program Support FORTINET CONTERM RENEWAL 16319	403.44
<b>Total</b>			<b>403.44</b>
<hr/>			
36667 5/26/2023 ELECTION SOURCE TABLE TOP SINAGE, ELECTION SINAGE			
100-00-51440-350-000		Other Expenses & Supplies TABLE TOP SIGNAGE 23-581	1,090.29
<b>Total</b>			<b>1,090.29</b>
<hr/>			
36668 5/26/2023 Lincoln Contractors Supply, Inc. Invocie#I47786			
100-00-53000-314-320		Garage Supplies & Expenses PW-HITCH PLATE/HITCH I47786	240.74
<b>Total</b>			<b>240.74</b>
<hr/>			
36669 5/26/2023 Lisa Kerstner mileage/ food confrence			
100-00-51520-330-000		Mileage - Treasurer mileage- treasurer- wi dells	130.48
100-00-51520-340-000		Training/Schooling/Meetings food- confrence wi dells	32.08
<b>Total</b>			<b>162.56</b>
<hr/>			
36670 5/26/2023 Marathon County Solid Waste Account# 11370			

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Check Nbr	Check Date	Payee	Amount
100-00-53000-620-320		Solid Waste Collection Expense PAYMENT FOR FEB MARCH AND APRIL 2023	19,727.18
Total			19,727.18
<hr/>			
36671	5/26/2023	MARY SCHROEDER SECURITY DEPOSIT REFUND COMMUNITY ROOM	
100-00-22501-000-000		Security Deposits SECURITY DEPOSIT REFUND	200.00
Total			200.00
<hr/>			
36672	5/26/2023	Overland Transportation Services, Inc. Invoice#23003291	
100-00-52000-120-323		Physical Exams PD- PHYSICALS	211.50
		23003291	
Total			211.50
<hr/>			
36673	5/26/2023	Pomasl Fire Equipment, Inc. Invoice#93052	
270-00-52200-811-000		Outlay-Fire Equipment 500 FT HOSE-2.50	2,158.68
		93052	
Total			2,158.68
<hr/>			
36674	5/26/2023	Pomasl Fire Equipment, Inc. Invoice#93067	
270-00-52200-811-000		Outlay-Fire Equipment VENT SAW CONVERSION KIT	479.00
		93067	
Total			479.00
<hr/>			
36675	5/26/2023	Pomp's Tire Service Inc. Invoice#360139064	
100-00-53000-620-315		Recycling Expenses pw- lt scrap disposal fee	45.00
		360139064	
100-00-55000-200-380		Equipment Repairs parks-flat repair	36.80
		360139631	
Total			81.80
<hr/>			
36676	5/26/2023	Sternot Auto Repair, Inc Invoice#34029	
100-00-52000-120-380		Equipment Repairs/Maintenance 2017 FORD EXPLORER	413.72
		34029	

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Check Nbr	Check Date	Payee	Amount
<b>Total</b>			<b>413.72</b>
36677 5/26/2023 Superior Vision Insurance Plan of WI Invoice#734825			
100-00-21523-000-000		Vision Insurance DALLMAN 734825	14.35
100-00-21523-000-000		Vision Insurance DUNST VISION 734825	14.35
<b>Total</b>			<b>28.70</b>
36678 5/26/2023 Swiderski Equipment, Inc. Invoice#IA03292A			
100-00-55000-200-380		Equipment Repairs PARKS-GAS STRUT IA03292A	221.50
100-00-55000-200-380		Equipment Repairs PARKS-GAS STRUT/ FILTER IA03292	31.35
<b>Total</b>			<b>252.85</b>
36679 5/26/2023 UMS Print Solutions, LLC Invoice#35306			
100-00-51900-970-000		Newsletter MAILING AND POSTAGE FOR VILLAGE NEWSLET. 35360	1,009.24
<b>Total</b>			<b>1,009.24</b>
36680 5/26/2023 Van Ert Electric Company, Inc. Invoice#001-007322			
100-00-53000-311-381		Traffic Signal Maintenance PW- RESTORE LOOP DETECTION BUS 51 001-007322	146.25
<b>Total</b>			<b>146.25</b>
36681 5/26/2023 Volm Companies, Inc Invoice#024161			
100-00-53000-311-357		Culverts PW- CULVERT/FEIGHT 24161	984.20
<b>Total</b>			<b>984.20</b>
36682 5/26/2023 WISCONSIN MUNICIPAL JUDGES ASSOCIATION 2023 DUES			
221-00-51252-340-000		Training/School/Meetings - All 2023 DUES	100.00

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Check Nbr	Check Date	Payee	Amount
<b>Total</b>			100.00
36683 5/26/2023 Wolfgram, Gamoke, & Hutchinson, S.C. FEBRUARY 2023			
100-00-51300-302-000		Legal Fees-General LEGAL FEES GENERAL-FEB 2023	788.50
100-00-51200-100-333		Municipal Court Legal Fees LEGAL FEES-MUNI COURT-FEB 2023	1,037.00
<b>Total</b>			1,825.50
36684 5/26/2023 Wolfgram, Gamoke, & Hutchinson, S.C. APRIL 2023 FEES			
100-00-51300-302-000		Legal Fees-General LEGAL FEES-GENERAL	150.58
100-00-51200-100-333		Municipal Court Legal Fees legal fees muni court april 2023	1,220.00
<b>Total</b>			1,370.58
36685 5/26/2023 Wolfgram, Gamoke, & Hutchinson, S.C. march legal fees 2023			
100-00-51200-100-333		Municipal Court Legal Fees legal fees muni court march 2023	60.00
<b>Total</b>			60.00
V15665 5/04/2023 ANDERSON, ADAM M Pay period 04/16/2023 to 04/29/2023 <span style="color: red;">Manual Check</span>			
100-00-53000-311-110		Salaries & Wages	2,370.40
100-00-21512-000-000		Federal Withholding Tax	-150.34
100-00-21511-000-000		Social Security Taxes	-141.96
100-00-21511-000-000		Social Security Taxes	-33.20
100-00-21513-000-000		State Withholding Tax	-92.95
100-00-21516-000-000		Deferred Comp Plan - Roth	-75.00
100-00-52000-120-231		Health Insurance - FT Officers	-80.72

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Check Nbr	Check Date	Payee	Amount
100-00-21518-000-000		Union Dues Withheld	-62.00
100-00-21514-000-000		Wisconsin Retirement-PAYABLES	-161.19
<b>Total</b>			<b>1,573.04</b>

V15666 5/04/2023 ANDERSON, GARY  
Pay period 04/16/2023 to 04/30/2023

Manual Check

100-00-52000-120-444		Salaries & Wages	369.00
100-00-21511-000-000		Social Security Taxes	-22.88
100-00-21511-000-000		Social Security Taxes	-5.35
100-00-21513-000-000		State Withholding Tax	-0.18
<b>Total</b>			<b>340.59</b>

V15667 5/04/2023 BIRK-LABARGE, BOBBI  
Pay period 04/16/2023 to 04/30/2023

Manual Check

650-00-53560-850-011		PW Director Salaries & Wages	110.00
601-00-53600-920-005		PW Director Wages Billing AG	110.00
100-00-51421-110-000		Salaries & Wages - Clerk	1,980.00
100-00-21512-000-000		Federal Withholding Tax	-91.52
100-00-21511-000-000		Social Security Taxes	-131.40
100-00-21511-000-000		Social Security Taxes	-30.73
100-00-21513-000-000		State Withholding Tax	-82.04
100-00-52000-120-231		Health Insurance - FT Officers	-80.72
100-00-21514-000-000		Wisconsin Retirement-PAYABLES	-149.60
<b>Total</b>			<b>1,633.99</b>

V15668 5/04/2023 BOESL, STUART D  
Pay period 04/16/2023 to 04/29/2023

Manual Check

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Check Nbr	Check Date	Payee	Amount
100-00-53000-311-110		Salaries & Wages	2,626.88
100-00-21512-000-000		Federal Withholding Tax	-164.03
100-00-21511-000-000		Social Security Taxes	-157.86
100-00-21511-000-000		Social Security Taxes	-36.92
100-00-21513-000-000		State Withholding Tax	-100.21
100-00-21515-000-000		Deferred Comp Plan - Pretax	-125.00
100-00-52000-120-231		Health Insurance - FT Officers	-80.72
100-00-21518-000-000		Union Dues Withheld	-69.00
100-00-21514-000-000		Wisconsin Retirement-PAYABLES	-178.63
		<b>Total</b>	<b>1,714.51</b>

V15669 5/04/2023 COYLE, KELLY  
Pay period 04/16/2023 to 04/30/2023

Manual Check

100-00-51000-108-110		Board Members Salaries & Wages	175.00
100-00-21511-000-000		Social Security Taxes	-10.85
100-00-21511-000-000		Social Security Taxes	-2.54
		<b>Total</b>	<b>161.61</b>

V15670 5/04/2023 COYLE, KIMBERLY  
Pay period 04/16/2023 to 04/30/2023

Manual Check

100-00-51422-110-000		Salaries & Wages - Deputy Cler	360.16
650-00-53560-850-006		Utilities Clerk Salaries/Wages	720.32
601-00-53600-902-001		Utility Clerk Wages Billing	180.08
601-00-53600-920-001		Utility Clerk Wages Billing AG	180.08
601-00-53600-906-004		Utility Clerk FICA Information	180.08



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Check Nbr	Check Date	Payee	Amount
601-00-53600-930-003		Utility Clerk Wages Misc	180.08
100-00-21512-000-000		Federal Withholding Tax	-53.22
100-00-21511-000-000		Social Security Taxes	-106.64
100-00-21511-000-000		Social Security Taxes	-24.94
100-00-21513-000-000		State Withholding Tax	-60.01
100-00-52000-120-231		Health Insurance - FT Officers	-80.72
100-00-21518-000-000		Union Dues Withheld	-102.00
100-00-21514-000-000		Wisconsin Retirement-PAYABLES	-122.45
<b>Total</b>			<b>1,250.82</b>

V15671 5/04/2023 CVEYKUS, DANIEL T  
Pay period 04/01/2023 to 04/30/2023

Manual Check

221-00-51200-100-110		Judge's Salaries & Wages	458.33
100-00-21511-000-000		Social Security Taxes	-28.42
100-00-21511-000-000		Social Security Taxes	-6.65
<b>Total</b>			<b>423.26</b>

V15672 5/04/2023 DALLMAN, MASON  
Pay period 04/16/2023 to 04/30/2023

Manual Check

100-00-52000-120-231		Health Insurance - FT Officers	125.00
100-00-52000-120-212		Premium Pay - FT Officers	37.50
100-00-52000-120-210		Salaries & Wages - FT Officers	2,644.80
100-00-52000-120-233		Overtime - FT Officers	297.54
100-00-21512-000-000		Federal Withholding Tax	-361.57
100-00-21511-000-000		Social Security Taxes	-192.50

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Check Nbr	Check Date	Payee	Amount
100-00-21511-000-000		Social Security Taxes	-45.02
100-00-21513-000-000		State Withholding Tax	-141.99
100-00-21516-000-000		Deferred Comp Plan - Roth	-50.00
100-00-21518-000-000		Union Dues Withheld	-21.25
100-00-21523-000-000		Vision Insurance	-14.35
100-00-21514-000-000		Wisconsin Retirement-PAYABLES	-202.63
<b>Total</b>			<b>2,075.53</b>

V15673 5/04/2023 DREW, DIANNE ELLEN  
Pay period 04/16/2023 to 04/30/2023

Manual Check

221-00-51250-100-000		Salaries & Wages - Court Clerk	925.92
100-00-52000-120-410		Salaries & Wages	1,008.22
100-00-52800-100-100		PFC Clerk Salaries & Wages	123.46
100-00-21512-000-000		Federal Withholding Tax	-155.20
100-00-21511-000-000		Social Security Taxes	-122.57
100-00-21511-000-000		Social Security Taxes	-28.66
100-00-21513-000-000		State Withholding Tax	-95.23
100-00-21517-000-000		AFLAC Medical Deductions	-25.30
100-00-21516-000-000		Deferred Comp Plan - Roth	-150.00
100-00-52000-120-231		Health Insurance - FT Officers	-80.72
100-00-21518-000-000		Union Dues Withheld	-58.00
100-00-21514-000-000		Wisconsin Retirement-PAYABLES	-139.92
<b>Total</b>			<b>1,202.00</b>

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Check Nbr	Check Date	Payee	Amount
V15674	5/04/2023	DUNCAN, RICKY	
		Pay period 04/16/2023 to 04/29/2023	Manual Check
100-00-55000-200-112		Parks Worker Salaries	589.06
100-00-21512-000-000		Federal Withholding Tax	-5.00
100-00-21511-000-000		Social Security Taxes	-36.52
100-00-21511-000-000		Social Security Taxes	-8.54
100-00-21513-000-000		State Withholding Tax	-7.43
		Total	531.57
V15675	5/04/2023	DUNST, DANIEL	
		Pay period 04/16/2023 to 04/30/2023	Manual Check
100-00-52000-120-231		Health Insurance - FT Officers	125.00
100-00-52000-120-212		Premium Pay - FT Officers	91.83
100-00-52000-120-212		Premium Pay - FT Officers	9.75
100-00-52000-120-210		Salaries & Wages - FT Officers	2,809.85
100-00-21512-000-000		Federal Withholding Tax	-275.38
100-00-21511-000-000		Social Security Taxes	-188.26
100-00-21511-000-000		Social Security Taxes	-44.03
100-00-21513-000-000		State Withholding Tax	-138.61
100-00-21516-000-000		Deferred Comp Plan - Roth	-50.00
100-00-21518-000-000		Union Dues Withheld	-21.25
100-00-21523-000-000		Vision Insurance	-14.35
100-00-21514-000-000		Wisconsin Retirement-PAYABLES	-197.98
		Total	2,106.57

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Check Nbr	Check Date	Payee	Amount
V15676 5/04/2023		EDWARDS, SCOTT	
Pay period 04/16/2023 to 04/29/2023			Manual Check
650-00-53560-850-015		Utility Op Salaries & Wages	982.00
601-00-53600-620-005		Utility Operator Wages Water	982.00
100-00-21512-000-000		Federal Withholding Tax	-50.00
100-00-21511-000-000		Social Security Taxes	-116.76
100-00-21511-000-000		Social Security Taxes	-27.31
100-00-21513-000-000		State Withholding Tax	-67.23
100-00-21516-000-000		Deferred Comp Plan - Roth	-25.00
100-00-52000-120-231		Health Insurance - FT Officers	-80.72
100-00-21518-000-000		Union Dues Withheld	-55.00
100-00-21514-000-000		Wisconsin Retirement-PAYABLES	-133.55
<b>Total</b>			<b>1,408.43</b>

V15677 5/04/2023		EIDEN, CHRISTOPHER	
Pay period 04/01/2023 to 04/30/2023			Manual Check
100-00-51000-108-110		Board Members Salaries & Wages	350.00
100-00-21511-000-000		Social Security Taxes	-21.70
100-00-21511-000-000		Social Security Taxes	-5.08
<b>Total</b>			<b>323.22</b>

V15678 5/04/2023		FISHER, SARAH	
Pay period 04/16/2023 to 04/29/2023			Manual Check
100-00-51427-110-000		Salaries & Wages - Acct Clerk	1,800.80
100-00-21512-000-000		Federal Withholding Tax	-53.22
100-00-21511-000-000		Social Security Taxes	-106.64

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Check Nbr	Check Date	Payee	Amount
100-00-21511-000-000		Social Security Taxes	-24.94
100-00-21513-000-000		State Withholding Tax	-59.19
100-00-52000-120-231		Health Insurance - FT Officers	-80.72
100-00-21518-000-000		Union Dues Withheld	-51.00
100-00-21514-000-000		Wisconsin Retirement-PAYABLES	-122.45
<b>Total</b>			<b>1,302.64</b>

V15679 5/04/2023 GAU, WILLIAM  
Pay period 04/16/2023 to 04/29/2023

Manual Check

100-00-52000-400-110		Salaries & Wages	379.57
100-00-51425-110-000		Salary & Wages - Plan Tech	1,090.26
100-00-55000-200-045		Salary & Wages - Plan Tech	96.91
451-00-51410-302-110		Salaries & Wages	14.54
452-00-51410-302-110		Salaries & Wages	29.07
453-00-51410-302-110		Salaries & Wages	2.42
454-00-51410-302-110		Salaries & Wages	2.42
100-00-21512-000-000		Federal Withholding Tax	-21.65
100-00-21511-000-000		Social Security Taxes	-95.14
100-00-21511-000-000		Social Security Taxes	-22.25
100-00-21513-000-000		State Withholding Tax	-53.10
100-00-21517-000-000		AFLAC Medical Deductions	-19.50
100-00-52000-120-231		Health Insurance - FT Officers	-80.72
100-00-21518-000-000		Union Dues Withheld	-45.00

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Check Nbr	Check Date	Payee	Amount
100-00-21514-000-000		Wisconsin Retirement-PAYABLES	-109.83
<b>Total</b>			<b>1,168.00</b>

V15680 5/04/2023 GORDON, LORN  
Pay period 04/16/2023 to 04/29/2023

Manual Check

650-00-53560-850-015		Utility Op Salaries & Wages	162.75
601-00-53600-620-005		Utility Operator Wages Water	162.75
100-00-21511-000-000		Social Security Taxes	-20.18
100-00-21511-000-000		Social Security Taxes	-4.72
<b>Total</b>			<b>300.60</b>

V15681 5/04/2023 GUYER, MARIAH  
Pay period 04/16/2023 to 04/30/2023

Manual Check

100-00-52000-120-231		Health Insurance - FT Officers	125.00
100-00-52000-120-212		Premium Pay - FT Officers	10.00
100-00-52000-120-210		Salaries & Wages - FT Officers	2,497.60
100-00-21512-000-000		Federal Withholding Tax	-398.01
100-00-21511-000-000		Social Security Taxes	-163.22
100-00-21511-000-000		Social Security Taxes	-38.17
100-00-21513-000-000		State Withholding Tax	-115.81
100-00-21518-000-000		Union Dues Withheld	-21.25
100-00-21514-000-000		Wisconsin Retirement-PAYABLES	-179.02
<b>Total</b>			<b>1,717.12</b>

V15682 5/04/2023 HEKRDLE SR., DANIEL  
Pay period 04/16/2023 to 04/29/2023

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601-00-53600-640-001		PW Director Dist Wages	92.31
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Check Nbr	Check Date	Payee	Amount
601-00-53600-906-001		PW Director Wages Information	92.31
601-00-53600-930-005		PW Director Wages Misc	92.31
601-00-53600-620-001		PW Director Wages-Water	92.31
100-00-53000-302-110		Salaries & Wages - PW Director	615.33
650-00-53560-850-011		PW Director Salaries & Wages	461.54
601-00-53600-920-005		PW Director Wages Billing AG	92.31
100-00-21511-000-000		Social Security Taxes	-90.38
100-00-21511-000-000		Social Security Taxes	-21.14
100-00-21513-000-000		State Withholding Tax	-36.78
100-00-52000-120-231		Health Insurance - FT Officers	-80.72
100-00-21514-000-000		Wisconsin Retirement-PAYABLES	-104.61
<b>Total</b>			<b>1,204.79</b>

V15683 5/04/2023 HOOVER, PETER B  
Pay period 04/16/2023 to 04/29/2023

Manual Check

100-00-55000-200-112		Parks Worker Salaries	761.25
100-00-21512-000-000		Federal Withholding Tax	-68.66
100-00-21511-000-000		Social Security Taxes	-47.20
100-00-21511-000-000		Social Security Taxes	-11.04
100-00-21513-000-000		State Withholding Tax	-28.40
<b>Total</b>			<b>605.95</b>

V15684 5/04/2023 JACOBSON, BRADLEY  
Pay period 04/16/2023 to 04/29/2023

Manual Check

100-00-53000-311-110		Salaries & Wages	2,668.00
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Posted From: 5/01/2023 From Account:  
Thru: 5/31/2023 Thru Account:

Check Nbr	Check Date	Payee	Amount
100-00-21512-000-000		Federal Withholding Tax	-279.35
100-00-21511-000-000		Social Security Taxes	-159.56
100-00-21511-000-000		Social Security Taxes	-37.32
100-00-21513-000-000		State Withholding Tax	-106.22
100-00-21517-000-000		AFLAC Medical Deductions	-13.80
100-00-21515-000-000		Deferred Comp Plan - Pretax	-100.00
100-00-52000-120-231		Health Insurance - FT Officers	-80.72
100-00-21518-000-000		Union Dues Withheld	-150.00
100-00-21514-000-000		Wisconsin Retirement-PAYABLES	-181.42
<b>Total</b>			<b>1,559.61</b>

V15685 5/04/2023 KERSTNER, LISA  
Pay period 04/16/2023 to 04/29/2023

Manual Check

451-00-51410-302-110		Salaries & Wages	92.30
452-00-51410-302-110		Salaries & Wages	184.60
453-00-51410-302-110		Salaries & Wages	15.38
454-00-51410-302-110		Salaries & Wages	15.38
650-00-53560-850-011		PW Director Salaries & Wages	307.68
601-00-53600-920-005		PW Director Wages Billing AG	307.68
100-00-51520-110-000		Salaries & Wages - Treasurer	2,153.76
100-00-21512-000-000		Federal Withholding Tax	-299.65
100-00-21511-000-000		Social Security Taxes	-185.76
100-00-21511-000-000		Social Security Taxes	-43.44



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ALL Checks

Posted From: 5/01/2023 From Account:  
Thru: 5/31/2023 Thru Account:

Check Nbr	Check Date	Payee	Amount
100-00-21513-000-000		State Withholding Tax	-135.64
100-00-52000-120-231		Health Insurance - FT Officers	-80.72
100-00-21514-000-000		Wisconsin Retirement-PAYABLES	-209.22
<b>Total</b>			<b>2,122.35</b>

V15686 5/04/2023 KONOPACKI, ISIAH  
Pay period 04/16/2023 to 04/30/2023

Manual Check

100-00-52000-120-231		Health Insurance - FT Officers	125.00
100-00-52000-120-212		Premium Pay - FT Officers	66.12
100-00-52000-120-212		Premium Pay - FT Officers	28.50
100-00-52000-120-210		Salaries & Wages - FT Officers	2,644.80
100-00-21512-000-000		Federal Withholding Tax	-291.52
100-00-21511-000-000		Social Security Taxes	-177.59
100-00-21511-000-000		Social Security Taxes	-41.53
100-00-21513-000-000		State Withholding Tax	-129.14
100-00-21516-000-000		Deferred Comp Plan - Roth	-100.00
100-00-21518-000-000		Union Dues Withheld	-21.25
100-00-21514-000-000		Wisconsin Retirement-PAYABLES	-186.28
<b>Total</b>			<b>1,917.11</b>

V15687 5/04/2023 KOPPA, CALEB  
Pay period 04/16/2023 to 04/29/2023

Manual Check

650-00-53560-850-015		Utility Op Salaries & Wages	125.00
650-00-53560-850-015		Utility Op Salaries & Wages	1,050.40
601-00-53600-620-008		Utility Operator-Paid On Call	125.00

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ALL Checks

Posted From: 5/01/2023 From Account:  
Thru: 5/31/2023 Thru Account:

Check Nbr	Check Date	Payee	Amount
601-00-53600-620-005		Utility Operator Wages Water	1,247.35
650-00-53560-850-015		Utility Op Salaries & Wages	135.00
650-00-53560-850-015		Utility Op Salaries & Wages	59.09
100-00-21512-000-000		Federal Withholding Tax	-246.75
100-00-21511-000-000		Social Security Taxes	-164.99
100-00-21511-000-000		Social Security Taxes	-38.59
100-00-21513-000-000		State Withholding Tax	-116.24
100-00-52000-120-231		Health Insurance - FT Officers	-80.72
100-00-21518-000-000		Union Dues Withheld	-59.00
100-00-21514-000-000		Wisconsin Retirement-PAYABLES	-186.45
<b>Total</b>			<b>1,849.10</b>

V15688 5/04/2023 LAMBERT, MAUREEN

Pay period 04/16/2023 to 04/30/2023

Manual Check

100-00-52000-110-110		Salaries & Wages - Cross Guard	180.00
100-00-21511-000-000		Social Security Taxes	-11.16
100-00-21511-000-000		Social Security Taxes	-2.61
<b>Total</b>			<b>166.23</b>

V15689 5/04/2023 MACKEY, MARK

Pay period 04/16/2023 to 04/29/2023

Manual Check

100-00-51427-110-000		Salaries & Wages - Acct Clerk	95.91
650-00-53560-850-015		Utility Op Salaries & Wages	824.83
650-00-53560-850-015		Utility Op Salaries & Wages	45.00
601-00-53600-620-005		Utility Operator Wages Water	709.73

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ALL Checks

Posted From: 5/01/2023 From Account:  
Thru: 5/31/2023 Thru Account:

Check Nbr	Check Date	Payee	Amount
650-00-53560-850-015		Utility Op Salaries & Wages	71.94
601-00-53600-920-003		Utility Op Wages Billing AG	223.79
601-00-53600-640-003		Utility Operator Dist Wages	223.79
601-00-53600-906-005		Utility Operator Wages Informa	255.76
601-00-53600-930-007		Utility Op Wages Misc	223.79
100-00-21512-000-000		Federal Withholding Tax	-40.00
100-00-21511-000-000		Social Security Taxes	-160.82
100-00-21511-000-000		Social Security Taxes	-37.61
100-00-21513-000-000		State Withholding Tax	-111.80
100-00-52000-120-231		Health Insurance - FT Officers	-80.72
100-00-21518-000-000		Union Dues Withheld	-72.00
100-00-21514-000-000		Wisconsin Retirement-PAYABLES	-181.87
<b>Total</b>			<b>1,989.72</b>

V15690 5/04/2023 MCCASKILL, JOSHUA  
Pay period 04/16/2023 to 04/30/2023

Manual Check

100-00-52000-120-220		Salaries & Wages - PT Officers	167.70
100-00-21511-000-000		Social Security Taxes	-10.40
100-00-21511-000-000		Social Security Taxes	-2.43
<b>Total</b>			<b>154.87</b>

V15691 5/04/2023 MCHUGH, TERENCE  
Pay period 04/16/2023 to 04/30/2023

Manual Check

100-00-52000-120-110		Salaries & Wages -Police Chief	3,842.31
100-00-21512-000-000		Federal Withholding Tax	-453.70

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Posted From: 5/01/2023 From Account:  
Thru: 5/31/2023 Thru Account:

Check Nbr	Check Date	Payee	Amount
100-00-21511-000-000		Social Security Taxes	-233.22
100-00-21511-000-000		Social Security Taxes	-54.54
100-00-21513-000-000		State Withholding Tax	-166.74
100-00-21515-000-000		Deferred Comp Plan - Pretax	-85.00
100-00-52000-120-231		Health Insurance - FT Officers	-80.72
100-00-21514-000-000		Wisconsin Retirement-PAYABLES	-261.28
<b>Total</b>			<b>2,507.11</b>

V15692 5/04/2023 POYER, ELSA  
Pay period 04/16/2023 to 04/29/2023

Manual Check

100-00-51600-110-000		Wages -Cleaning/Snow Removal	387.75
100-00-21511-000-000		Social Security Taxes	-24.04
100-00-21511-000-000		Social Security Taxes	-5.62
100-00-21513-000-000		State Withholding Tax	-4.60
<b>Total</b>			<b>353.49</b>

V15693 5/04/2023 POYER, JENNIFER  
Pay period 04/16/2023 to 04/29/2023

Manual Check

100-00-51427-110-000		Salaries & Wages - Acct Clerk	416.44
100-00-51423-110-000		Salaries & Wages - AA	1,401.26
100-00-21511-000-000		Social Security Taxes	-107.69
100-00-21511-000-000		Social Security Taxes	-25.19
100-00-21513-000-000		State Withholding Tax	-56.93
100-00-52000-120-231		Health Insurance - FT Officers	-80.72
100-00-21518-000-000		Union Dues Withheld	-51.00

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Posted From: 5/01/2023 From Account:  
Thru: 5/31/2023 Thru Account:

Check Nbr	Check Date	Payee	Amount
100-00-21514-000-000		Wisconsin Retirement-PAYABLES	-123.60
<b>Total</b>			<b>1,372.57</b>

V15694 5/04/2023 PREU, PETER  
Pay period 04/16/2023 to 04/30/2023

Manual Check

100-00-52000-110-110		Salaries & Wages - Cross Guard	60.00
100-00-21511-000-000		Social Security Taxes	-3.72
100-00-21511-000-000		Social Security Taxes	-0.87
<b>Total</b>			<b>55.41</b>

V15695 5/04/2023 SCHLEI, MATTHEW  
Pay period 04/16/2023 to 04/29/2023

Manual Check

100-00-53000-311-110		Salaries & Wages	2,291.20
100-00-21512-000-000		Federal Withholding Tax	-174.18
100-00-21511-000-000		Social Security Taxes	-137.05
100-00-21511-000-000		Social Security Taxes	-32.05
100-00-21513-000-000		State Withholding Tax	-85.81
100-00-52000-120-231		Health Insurance - FT Officers	-80.72
100-00-21518-000-000		Union Dues Withheld	-64.00
100-00-21514-000-000		Wisconsin Retirement-PAYABLES	-155.80
<b>Total</b>			<b>1,561.59</b>

V15696 5/04/2023 SEEHAFFER, AARON  
Pay period 04/16/2023 to 04/30/2023

Manual Check

100-00-52000-120-231		Health Insurance - FT Officers	125.00
100-00-52000-120-212		Premium Pay - FT Officers	23.25
100-00-52000-120-212		Premium Pay - FT Officers	1.50

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Posted From: 5/01/2023 From Account:  
Thru: 5/31/2023 Thru Account:

Check Nbr	Check Date	Payee	Amount
100-00-52000-120-210		Salaries & Wages - FT Officers	3,178.40
100-00-52000-120-233		Overtime - FT Officers	357.60
100-00-21512-000-000		Federal Withholding Tax	-328.00
100-00-21511-000-000		Social Security Taxes	-228.52
100-00-21511-000-000		Social Security Taxes	-53.44
100-00-21513-000-000		State Withholding Tax	-170.68
100-00-21518-000-000		Union Dues Withheld	-21.25
100-00-21514-000-000		Wisconsin Retirement-PAYABLES	-242.13
<b>Total</b>			<b>2,641.73</b>

V15697 5/04/2023 SHOPE, BENJAMIN  
Pay period 04/16/2023 to 04/30/2023

Manual Check

100-00-52000-120-231		Health Insurance - FT Officers	125.00
100-00-52000-120-212		Premium Pay - FT Officers	39.75
100-00-52000-120-210		Salaries & Wages - FT Officers	3,178.40
100-00-21512-000-000		Federal Withholding Tax	-330.15
100-00-21511-000-000		Social Security Taxes	-207.28
100-00-21511-000-000		Social Security Taxes	-48.48
100-00-21513-000-000		State Withholding Tax	-152.95
100-00-21518-000-000		Union Dues Withheld	-21.25
100-00-21514-000-000		Wisconsin Retirement-PAYABLES	-218.83
<b>Total</b>			<b>2,364.21</b>

V15698 5/04/2023 SMART, CHRISTOPHER  
Pay period 04/16/2023 to 04/30/2023

Manual Check

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Posted From: 5/01/2023 From Account:  
Thru: 5/31/2023 Thru Account:

Check Nbr	Check Date	Payee	Amount
100-00-52000-120-150		Salary & Wages - Lieutenant	3,617.50
100-00-21512-000-000		Federal Withholding Tax	-284.46
100-00-21511-000-000		Social Security Taxes	-219.28
100-00-21511-000-000		Social Security Taxes	-51.28
100-00-21513-000-000		State Withholding Tax	-151.45
100-00-21515-000-000		Deferred Comp Plan - Pretax	-210.00
100-00-52000-120-231		Health Insurance - FT Officers	-80.72
100-00-21514-000-000		Wisconsin Retirement-PAYABLES	-245.99
<b>Total</b>			<b>2,374.32</b>

V15699 5/04/2023 STRAUB, JOEL  
Pay period 04/01/2023 to 04/30/2023

Manual Check

100-00-51000-108-110		Board Members Salaries & Wages	175.00
100-00-21511-000-000		Social Security Taxes	-10.85
100-00-21511-000-000		Social Security Taxes	-2.54
<b>Total</b>			<b>161.61</b>

V15700 5/04/2023 TAPPER, KIM  
Pay period 04/01/2023 to 04/30/2023

Manual Check

100-00-51000-108-110		Board Members Salaries & Wages	175.00
100-00-21511-000-000		Social Security Taxes	-10.85
100-00-21511-000-000		Social Security Taxes	-2.54
<b>Total</b>			<b>161.61</b>

V15701 5/04/2023 VEDVIK, ALEXANDER  
Pay period 04/16/2023 to 04/30/2023

Manual Check

100-00-51000-108-110		Board Members Salaries & Wages	175.00
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Posted From: 5/01/2023 From Account:  
Thru: 5/31/2023 Thru Account:

Check Nbr	Check Date	Payee	Amount
100-00-21511-000-000		Social Security Taxes	-10.85
100-00-21511-000-000		Social Security Taxes	-2.54
100-00-21513-000-000		State Withholding Tax	-2.00
<b>Total</b>			<b>159.61</b>

V15702 5/04/2023 VOLL, CHRISTOPHER  
Pay period 04/01/2023 to 04/30/2023

Manual Check

100-00-51000-108-110		Board Members Salaries & Wages	650.00
100-00-21511-000-000		Social Security Taxes	-40.30
100-00-21511-000-000		Social Security Taxes	-9.43
<b>Total</b>			<b>600.27</b>

V15703 5/04/2023 WEGNER, PETER  
Pay period 04/16/2023 to 04/29/2023

Manual Check

100-00-52000-400-110		Salaries & Wages	153.84
100-00-51420-110-000		Salaries & Wages - Zoning Admi	2,269.14
100-00-55000-200-040		Salary & Wages - CDD/ZA	153.84
451-00-51410-302-110		Salaries & Wages	57.80
452-00-51410-302-110		Salaries & Wages	115.38
453-00-51410-302-110		Salaries & Wages	9.62
454-00-51410-302-110		Salaries & Wages	9.62
650-00-53560-850-011		PW Director Salaries & Wages	153.84
601-00-53600-920-005		PW Director Wages Billing AG	153.84
100-00-21512-000-000		Federal Withholding Tax	-478.02
100-00-21511-000-000		Social Security Taxes	-185.76



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ALL Checks

Posted From: 5/01/2023 From Account:  
Thru: 5/31/2023 Thru Account:

Check Nbr	Check Date	Payee	Amount
100-00-21511-000-000		Social Security Taxes	-43.44
100-00-21513-000-000		State Withholding Tax	-134.02
100-00-52000-120-231		Health Insurance - FT Officers	-80.72
100-00-21514-000-000		Wisconsin Retirement-PAYABLES	-209.23
<b>Total</b>			<b>1,945.73</b>

V15704 5/04/2023 XIONG, SOUA  
Pay period 04/16/2023 to 04/30/2023

Manual Check

100-00-52000-120-231		Health Insurance - FT Officers	90.00
100-00-52000-120-212		Premium Pay - FT Officers	16.50
100-00-52000-120-210		Salaries & Wages - FT Officers	3,297.32
100-00-21512-000-000		Federal Withholding Tax	-361.17
100-00-21511-000-000		Social Security Taxes	-177.62
100-00-21511-000-000		Social Security Taxes	-41.54
100-00-21513-000-000		State Withholding Tax	-138.90
100-00-21521-000-000		HSA Spending Account	-90.00
100-00-21521-000-000		HSA Spending Account	-90.00
100-00-21518-000-000		Union Dues Withheld	-21.25
100-00-21514-000-000		Wisconsin Retirement-PAYABLES	-200.93
<b>Total</b>			<b>2,282.41</b>

V15705 5/04/2023 JEANETTA, ANDREW  
Pay period 04/16/2023 to 04/30/2023

Manual Check

650-00-53560-850-015		Utility Op Salaries & Wages	2,291.20
100-00-21512-000-000		Federal Withholding Tax	-69.76

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Posted From: 5/01/2023 From Account:  
Thru: 5/31/2023 Thru Account:

Check Nbr	Check Date	Payee	Amount
100-00-21511-000-000		Social Security Taxes	-137.05
100-00-21511-000-000		Social Security Taxes	-32.05
100-00-21513-000-000		State Withholding Tax	-73.69
100-00-21515-000-000		Deferred Comp Plan - Pretax	-229.12
100-00-21516-000-000		Deferred Comp Plan - Roth	-229.12
100-00-52000-120-231		Health Insurance - FT Officers	-80.72
100-00-21518-000-000		Union Dues Withheld	-64.00
100-00-21514-000-000		Wisconsin Retirement-PAYABLES	-155.80
<b>Total</b>			<b>1,219.89</b>

V15706 5/18/2023 ALLCOX, SAMUEL  
Pay period 04/01/2023 to 04/30/2023

Manual Check

100-00-52000-201-110		Salaries & Wages	546.00
100-00-52000-201-110		Salaries & Wages	65.00
100-00-52000-201-110		Salaries & Wages	609.00
100-00-52000-201-110		Salaries & Wages	252.00
100-00-21512-000-000		Federal Withholding Tax	-67.62
100-00-21511-000-000		Social Security Taxes	-91.26
100-00-21511-000-000		Social Security Taxes	-21.34
100-00-21513-000-000		State Withholding Tax	-31.16
<b>Total</b>			<b>1,260.62</b>

V15707 5/18/2023 ANDERSON, ADAM M  
Pay period 04/30/2023 to 05/13/2023

Manual Check

100-00-53000-311-110		Salaries & Wages	2,370.40
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ALL Checks

Posted From: 5/01/2023 From Account:  
Thru: 5/31/2023 Thru Account:

Check Nbr	Check Date	Payee	Amount
100-00-21512-000-000		Federal Withholding Tax	-150.34
100-00-21511-000-000		Social Security Taxes	-141.96
100-00-21511-000-000		Social Security Taxes	-33.20
100-00-21513-000-000		State Withholding Tax	-92.95
100-00-21516-000-000		Deferred Comp Plan - Roth	-75.00
100-00-52000-120-231		Health Insurance - FT Officers	-80.72
100-00-21514-000-000		Wisconsin Retirement-PAYABLES	-161.19
<b>Total</b>			<b>1,635.04</b>

V15708 5/18/2023 ANDERSON, GARY  
Pay period 04/30/2023 to 05/13/2023

Manual Check

100-00-52000-120-444		Salaries & Wages	360.00
100-00-21511-000-000		Social Security Taxes	-22.32
100-00-21511-000-000		Social Security Taxes	-5.22
<b>Total</b>			<b>332.46</b>

V15709 5/18/2023 ANDRASCHKO, SEAN  
Pay period 04/01/2023 to 04/30/2023

Manual Check

100-00-52000-201-110		Salaries & Wages	32.00
270-00-52200-110-000		Salaries/Wages - Fire Prevent	120.00
100-00-21511-000-000		Social Security Taxes	-7.03
100-00-21511-000-000		Social Security Taxes	-1.64
100-00-21517-000-000		AFLAC Medical Deductions	-38.64
<b>Total</b>			<b>104.69</b>

V15710 5/18/2023 BALK, KEVIN  
Pay period 04/01/2023 to 04/30/2023

Manual Check

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Posted From: 5/01/2023 From Account:  
Thru: 5/31/2023 Thru Account:

Check Nbr	Check Date	Payee	Amount
100-00-52000-201-110		Salaries & Wages	176.00
100-00-52000-201-110		Salaries & Wages	32.00
100-00-52000-201-110		Salaries & Wages	64.00
100-00-21511-000-000		Social Security Taxes	-16.86
100-00-21511-000-000		Social Security Taxes	-3.94
<b>Total</b>			<b>251.20</b>

V15711 5/18/2023 BERNDT, MATTHEW  
Pay period 04/01/2023 to 04/30/2023

Manual Check

100-00-52000-201-110		Salaries & Wages	80.00
100-00-52000-201-110		Salaries & Wages	110.00
100-00-52000-201-110		Salaries & Wages	176.00
100-00-52000-201-110		Salaries & Wages	176.00
100-00-21511-000-000		Social Security Taxes	-33.60
100-00-21511-000-000		Social Security Taxes	-7.86
<b>Total</b>			<b>500.54</b>

V15712 5/18/2023 BIRK-LABARGE, BOBBI  
Pay period 04/30/2023 to 05/13/2023

Manual Check

650-00-53560-850-011		PW Director Salaries & Wages	110.00
601-00-53600-920-005		PW Director Wages Billing AG	110.00
100-00-51421-110-000		Salaries & Wages - Clerk	1,980.00
100-00-21512-000-000		Federal Withholding Tax	-91.52
100-00-21511-000-000		Social Security Taxes	-131.40
100-00-21511-000-000		Social Security Taxes	-30.73

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Posted From: 5/01/2023 From Account:  
Thru: 5/31/2023 Thru Account:

Check Nbr	Check Date	Payee	Amount
100-00-21513-000-000		State Withholding Tax	-82.04
100-00-52000-120-231		Health Insurance - FT Officers	-80.72
100-00-21514-000-000		Wisconsin Retirement-PAYABLES	-149.60
<b>Total</b>			<b>1,633.99</b>

V15713 5/18/2023 BOESL, STUART D  
Pay period 04/30/2023 to 05/13/2023

Manual Check

100-00-53000-311-110		Salaries & Wages	2,543.33
100-00-53000-311-114		Public Works Crew OT	45.00
100-00-21512-000-000		Federal Withholding Tax	-159.72
100-00-21511-000-000		Social Security Taxes	-155.47
100-00-21511-000-000		Social Security Taxes	-36.36
100-00-21513-000-000		State Withholding Tax	-97.92
100-00-21515-000-000		Deferred Comp Plan - Pretax	-125.00
100-00-52000-120-231		Health Insurance - FT Officers	-80.72
100-00-21514-000-000		Wisconsin Retirement-PAYABLES	-176.01
<b>Total</b>			<b>1,757.13</b>

V15714 5/18/2023 BUDNIK, JASON D  
Pay period 04/01/2023 to 04/30/2023

Manual Check

100-00-52000-201-110		Salaries & Wages	200.00
100-00-52000-201-110		Salaries & Wages	149.50
100-00-52000-201-110		Salaries & Wages	287.50
100-00-21512-000-000		Federal Withholding Tax	-19.95
100-00-21511-000-000		Social Security Taxes	-39.49

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Posted From: 5/01/2023 From Account:  
Thru: 5/31/2023 Thru Account:

Check Nbr	Check Date	Payee	Amount
100-00-21511-000-000		Social Security Taxes	-9.24
100-00-21513-000-000		State Withholding Tax	-2.78
<b>Total</b>			<b>565.54</b>

V15715 5/18/2023 CHARNESKI, CHRISTOPHER  
Pay period 04/01/2023 to 04/30/2023

Manual Check

100-00-52000-201-110		Salaries & Wages	65.00
100-00-52000-201-110		Salaries & Wages	136.50
100-00-21511-000-000		Social Security Taxes	-10.95
100-00-21511-000-000		Social Security Taxes	-2.56
100-00-21517-000-000		AFLAC Medical Deductions	-24.84
<b>Total</b>			<b>163.15</b>

V15716 5/18/2023 CHARNESKI, KEIGN  
Pay period 04/01/2023 to 04/30/2023

Manual Check

100-00-52000-201-110		Salaries & Wages	400.00
100-00-52000-201-110		Salaries & Wages	150.00
100-00-52000-201-110		Salaries & Wages	370.00
100-00-21512-000-000		Federal Withholding Tax	-48.25
100-00-21511-000-000		Social Security Taxes	-57.04
100-00-21511-000-000		Social Security Taxes	-13.34
100-00-21513-000-000		State Withholding Tax	-12.80
<b>Total</b>			<b>788.57</b>

V15717 5/18/2023 COYLE, KIMBERLY  
Pay period 04/30/2023 to 05/13/2023

Manual Check

100-00-51422-110-000		Salaries & Wages - Deputy Cler	360.16
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Posted From: 5/01/2023 From Account:  
Thru: 5/31/2023 Thru Account:

Check Nbr	Check Date	Payee	Amount
650-00-53560-850-006		Utilities Clerk Salaries/Wages	720.32
601-00-53600-902-001		Utility Clerk Wages Billing	180.08
601-00-53600-920-001		Utility Clerk Wages Billing AG	180.08
601-00-53600-906-004		Utility Clerk FICA Information	180.08
601-00-53600-930-003		Utility Clerk Wages Misc	180.08
100-00-21512-000-000		Federal Withholding Tax	-53.22
100-00-21511-000-000		Social Security Taxes	-106.64
100-00-21511-000-000		Social Security Taxes	-24.94
100-00-21513-000-000		State Withholding Tax	-60.01
100-00-52000-120-231		Health Insurance - FT Officers	-80.72
100-00-21514-000-000		Wisconsin Retirement-PAYABLES	-122.45
<b>Total</b>			<b>1,352.82</b>

V15718 5/18/2023 CYRTMUS, MICHAEL  
Pay period 04/30/2023 to 05/13/2023

Manual Check

650-00-53560-850-015		Utility Op Salaries & Wages	345.00
601-00-53600-620-008		Utility Operator-Paid On Call	125.00
100-00-21511-000-000		Social Security Taxes	-29.14
100-00-21511-000-000		Social Security Taxes	-6.82
<b>Total</b>			<b>434.04</b>

V15719 5/18/2023 DALLMAN, MASON  
Pay period 04/30/2023 to 05/13/2023

Manual Check

100-00-52000-120-231		Health Insurance - FT Officers	125.00
100-00-52000-120-158		Premium Pay - Lieutenant	3.40

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Posted From: 5/01/2023 From Account:  
Thru: 5/31/2023 Thru Account:

Check Nbr	Check Date	Payee	Amount
100-00-52000-120-212		Premium Pay - FT Officers	37.50
100-00-52000-120-210		Salaries & Wages - FT Officers	2,644.80
100-00-52000-120-233		Overtime - FT Officers	99.18
100-00-21512-000-000		Federal Withholding Tax	-339.76
100-00-21511-000-000		Social Security Taxes	-180.41
100-00-21511-000-000		Social Security Taxes	-42.19
100-00-21513-000-000		State Withholding Tax	-131.42
100-00-21516-000-000		Deferred Comp Plan - Roth	-50.00
100-00-21518-000-000		Union Dues Withheld	-21.25
100-00-21514-000-000		Wisconsin Retirement-PAYABLES	-189.37
<b>Total</b>			<b>1,955.48</b>

V15720 5/18/2023 DREW, DIANNE ELLEN  
Pay period 04/30/2023 to 05/13/2023

Manual Check

221-00-51250-100-000		Salaries & Wages - Court Clerk	925.92
100-00-52000-120-410		Salaries & Wages	1,008.22
100-00-52800-100-100		PFC Clerk Salaries & Wages	123.46
100-00-21512-000-000		Federal Withholding Tax	-155.20
100-00-21511-000-000		Social Security Taxes	-122.57
100-00-21511-000-000		Social Security Taxes	-28.66
100-00-21513-000-000		State Withholding Tax	-95.23
100-00-21517-000-000		AFLAC Medical Deductions	-25.30
100-00-21516-000-000		Deferred Comp Plan - Roth	-150.00



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Posted From: 5/01/2023 From Account:  
Thru: 5/31/2023 Thru Account:

Check Nbr	Check Date	Payee	Amount
100-00-52000-120-231		Health Insurance - FT Officers	-80.72
100-00-21518-000-000		Union Dues Withheld	-58.00
100-00-21514-000-000		Wisconsin Retirement-PAYABLES	-139.92
<b>Total</b>			<b>1,202.00</b>

V15721 5/18/2023 DUNCAN, RICKY  
Pay period 04/30/2023 to 05/13/2023

Manual Check

100-00-55000-200-112		Parks Worker Salaries	658.13
100-00-21512-000-000		Federal Withholding Tax	-5.00
100-00-21511-000-000		Social Security Taxes	-40.80
100-00-21511-000-000		Social Security Taxes	-9.54
100-00-21513-000-000		State Withholding Tax	-9.87
<b>Total</b>			<b>592.92</b>

V15722 5/18/2023 DUNST, DANIEL  
Pay period 04/30/2023 to 05/13/2023

Manual Check

100-00-52000-120-231		Health Insurance - FT Officers	125.00
100-00-52000-120-212		Premium Pay - FT Officers	91.83
100-00-52000-120-212		Premium Pay - FT Officers	14.13
100-00-52000-120-210		Salaries & Wages - FT Officers	2,938.40
100-00-21512-000-000		Federal Withholding Tax	-290.25
100-00-21511-000-000		Social Security Taxes	-196.50
100-00-21511-000-000		Social Security Taxes	-45.96
100-00-21513-000-000		State Withholding Tax	-145.18
100-00-21516-000-000		Deferred Comp Plan - Roth	-50.00

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Posted From: 5/01/2023 From Account:  
Thru: 5/31/2023 Thru Account:

Check Nbr	Check Date	Payee	Amount
100-00-21518-000-000		Union Dues Withheld	-21.25
100-00-21514-000-000		Wisconsin Retirement-PAYABLES	-207.02
<b>Total</b>			<b>2,213.20</b>

V15723 5/18/2023 EDWARDS, SCOTT  
Pay period 04/30/2023 to 05/13/2023

Manual Check

650-00-53560-850-015		Utility Op Salaries & Wages	982.00
601-00-53600-620-005		Utility Operator Wages Water	982.00
100-00-21512-000-000		Federal Withholding Tax	-50.00
100-00-21511-000-000		Social Security Taxes	-116.76
100-00-21511-000-000		Social Security Taxes	-27.31
100-00-21513-000-000		State Withholding Tax	-67.23
100-00-21516-000-000		Deferred Comp Plan - Roth	-25.00
100-00-52000-120-231		Health Insurance - FT Officers	-80.72
100-00-21514-000-000		Wisconsin Retirement-PAYABLES	-133.55
<b>Total</b>			<b>1,463.43</b>

V15724 5/18/2023 FISHER, SARAH  
Pay period 04/30/2023 to 05/13/2023

Manual Check

100-00-51427-110-000		Salaries & Wages - Acct Clerk	1,800.80
100-00-21512-000-000		Federal Withholding Tax	-53.22
100-00-21511-000-000		Social Security Taxes	-106.64
100-00-21511-000-000		Social Security Taxes	-24.94
100-00-21513-000-000		State Withholding Tax	-59.19
100-00-52000-120-231		Health Insurance - FT Officers	-80.72

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Posted From: 5/01/2023 From Account:  
Thru: 5/31/2023 Thru Account:

Check Nbr	Check Date	Payee	Amount
100-00-21514-000-000		Wisconsin Retirement-PAYABLES	-122.45
<b>Total</b>			<b>1,353.64</b>

V15725 5/18/2023 GAU, WILLIAM  
Pay period 04/30/2023 to 05/13/2023

Manual Check

100-00-52000-400-110		Salaries & Wages	379.57
100-00-51425-110-000		Salary & Wages - Plan Tech	1,090.26
100-00-55000-200-045		Salary & Wages - Plan Tech	96.91
451-00-51410-302-110		Salaries & Wages	14.54
452-00-51410-302-110		Salaries & Wages	29.07
453-00-51410-302-110		Salaries & Wages	2.42
454-00-51410-302-110		Salaries & Wages	2.42
100-00-21512-000-000		Federal Withholding Tax	-21.65
100-00-21511-000-000		Social Security Taxes	-95.14
100-00-21511-000-000		Social Security Taxes	-22.25
100-00-21513-000-000		State Withholding Tax	-53.10
100-00-21517-000-000		AFLAC Medical Deductions	-19.50
100-00-52000-120-231		Health Insurance - FT Officers	-80.72
100-00-21514-000-000		Wisconsin Retirement-PAYABLES	-109.83
<b>Total</b>			<b>1,213.00</b>

V15726 5/18/2023 GORDON, LORN  
Pay period 04/30/2023 to 05/13/2023

Manual Check

650-00-53560-850-015		Utility Op Salaries & Wages	178.50
650-00-53560-850-015		Utility Op Salaries & Wages	125.00

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Posted From: 5/01/2023 From Account:  
Thru: 5/31/2023 Thru Account:

Check Nbr	Check Date	Payee	Amount
601-00-53600-620-005		Utility Operator Wages Water	42.00
650-00-53560-850-015		Utility Op Salaries & Wages	125.00
601-00-53600-620-005		Utility Operator Wages Water	137.50
100-00-21511-000-000		Social Security Taxes	-37.70
100-00-21511-000-000		Social Security Taxes	-8.82
<b>Total</b>			<b>561.48</b>

V15727 5/18/2023 GUYER, MARIAH  
Pay period 04/30/2023 to 05/13/2023

Manual Check

100-00-52000-120-231		Health Insurance - FT Officers	125.00
100-00-52000-120-212		Premium Pay - FT Officers	10.00
100-00-52000-120-210		Salaries & Wages - FT Officers	2,497.60
100-00-21512-000-000		Federal Withholding Tax	-398.01
100-00-21511-000-000		Social Security Taxes	-163.22
100-00-21511-000-000		Social Security Taxes	-38.17
100-00-21513-000-000		State Withholding Tax	-115.81
100-00-21518-000-000		Union Dues Withheld	-21.25
100-00-21514-000-000		Wisconsin Retirement-PAYABLES	-179.02
<b>Total</b>			<b>1,717.12</b>

V15728 5/18/2023 HEKRDLE SR., DANIEL  
Pay period 04/30/2023 to 05/13/2023

Manual Check

601-00-53600-640-001		PW Director Dist Wages	182.31
601-00-53600-906-001		PW Director Wages Information	182.31
601-00-53600-930-005		PW Director Wages Misc	182.31

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Posted From: 5/01/2023 From Account:  
Thru: 5/31/2023 Thru Account:

Check Nbr	Check Date	Payee	Amount
601-00-53600-620-001		PW Director Wages-Water	182.31
100-00-53000-302-110		Salaries & Wages - PW Director	1,215.39
650-00-53560-850-011		PW Director Salaries & Wages	911.54
601-00-53600-920-005		PW Director Wages Billing AG	182.11
100-00-21511-000-000		Social Security Taxes	-183.37
100-00-21511-000-000		Social Security Taxes	-42.88
100-00-21513-000-000		State Withholding Tax	-125.20
100-00-52000-120-231		Health Insurance - FT Officers	-80.72
100-00-21514-000-000		Wisconsin Retirement-PAYABLES	-206.60
<b>Total</b>			<b>2,399.51</b>

V15729 5/18/2023 HOCKING, ASHTON  
Pay period 04/01/2023 to 04/30/2023

Manual Check

100-00-52000-201-110		Salaries & Wages	224.00
270-00-52200-110-000		Salaries/Wages - Fire Prevent	184.00
100-00-52000-201-110		Salaries & Wages	16.00
100-00-52000-201-110		Salaries & Wages	192.00
100-00-52000-300-110		EMS/FR WAGE	36.00
100-00-21511-000-000		Social Security Taxes	-40.42
100-00-21511-000-000		Social Security Taxes	-9.45
100-00-21513-000-000		State Withholding Tax	-3.31
<b>Total</b>			<b>598.82</b>

V15730 5/18/2023 HOOVER, PETER B  
Pay period 04/30/2023 to 05/13/2023

Manual Check

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Posted From: 5/01/2023 From Account:  
Thru: 5/31/2023 Thru Account:

Check Nbr	Check Date	Payee	Amount
100-00-55000-200-112		Parks Worker Salaries	1,124.38
100-00-21512-000-000		Federal Withholding Tax	-112.23
100-00-21511-000-000		Social Security Taxes	-69.71
100-00-21511-000-000		Social Security Taxes	-16.30
100-00-21513-000-000		State Withholding Tax	-47.31
<b>Total</b>			<b>878.83</b>

V15731 5/18/2023 JACOBS, WARREN  
Pay period 04/01/2023 to 04/30/2023

Manual Check

270-00-52200-110-000		Salaries/Wages - Fire Prevent	240.00
100-00-52000-201-110		Salaries & Wages	210.00
100-00-21511-000-000		Social Security Taxes	-24.45
100-00-21511-000-000		Social Security Taxes	-5.72
100-00-21517-000-000		AFLAC Medical Deductions	-55.68
<b>Total</b>			<b>364.15</b>

V15732 5/18/2023 JACOBSON, BRADLEY  
Pay period 04/30/2023 to 05/13/2023

Manual Check

100-00-53000-311-110		Salaries & Wages	2,668.00
100-00-21512-000-000		Federal Withholding Tax	-279.35
100-00-21511-000-000		Social Security Taxes	-159.56
100-00-21511-000-000		Social Security Taxes	-37.32
100-00-21513-000-000		State Withholding Tax	-106.22
100-00-21517-000-000		AFLAC Medical Deductions	-13.80
100-00-21515-000-000		Deferred Comp Plan - Pretax	-100.00

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Posted From: 5/01/2023 From Account:  
Thru: 5/31/2023 Thru Account:

Check Nbr	Check Date	Payee	Amount
100-00-52000-120-231		Health Insurance - FT Officers	-80.72
100-00-21514-000-000		Wisconsin Retirement-PAYABLES	-181.42
<b>Total</b>			<b>1,709.61</b>

V15733 5/18/2023 JAMES, KYLE  
Pay period 04/01/2023 to 04/30/2023

Manual Check

100-00-52000-201-110		Salaries & Wages	170.00
100-00-52000-201-110		Salaries & Wages	160.00
100-00-21511-000-000		Social Security Taxes	-20.46
100-00-21511-000-000		Social Security Taxes	-4.79
<b>Total</b>			<b>304.75</b>

V15734 5/18/2023 JEANETTA, ANDREW  
Pay period 05/01/2023 to 05/13/2023

Manual Check

650-00-53560-850-015		Utility Op Salaries & Wages	2,291.20
100-00-21512-000-000		Federal Withholding Tax	-69.76
100-00-21511-000-000		Social Security Taxes	-137.05
100-00-21511-000-000		Social Security Taxes	-32.05
100-00-21513-000-000		State Withholding Tax	-73.69
100-00-21515-000-000		Deferred Comp Plan - Pretax	-229.12
100-00-21516-000-000		Deferred Comp Plan - Roth	-229.12
100-00-52000-120-231		Health Insurance - FT Officers	-80.72
100-00-21514-000-000		Wisconsin Retirement-PAYABLES	-155.80
<b>Total</b>			<b>1,283.89</b>

V15735 5/18/2023 KERSTNER, LISA  
Pay period 04/30/2023 to 05/13/2023

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Posted From: 5/01/2023 From Account:  
Thru: 5/31/2023 Thru Account:

Check Nbr	Check Date	Payee	Amount
451-00-51410-302-110		Salaries & Wages	92.30
452-00-51410-302-110		Salaries & Wages	184.60
453-00-51410-302-110		Salaries & Wages	15.38
454-00-51410-302-110		Salaries & Wages	15.38
650-00-53560-850-011		PW Director Salaries & Wages	307.68
601-00-53600-920-005		PW Director Wages Billing AG	307.68
100-00-51520-110-000		Salaries & Wages - Treasurer	3,401.39
100-00-21512-000-000		Federal Withholding Tax	-439.19
100-00-21511-000-000		Social Security Taxes	-263.11
100-00-21511-000-000		Social Security Taxes	-61.53
100-00-21513-000-000		State Withholding Tax	-197.50
100-00-52000-120-231		Health Insurance - FT Officers	-80.72
100-00-21514-000-000		Wisconsin Retirement-PAYABLES	-294.06
<b>Total</b>			<b>2,988.30</b>

V15736 5/18/2023 KOHN, WILLIAM  
Pay period 04/01/2023 to 04/30/2023

Manual Check

100-00-52000-201-110		Salaries & Wages	34.00
100-00-52000-201-110		Salaries & Wages	170.00
100-00-52000-201-110		Salaries & Wages	17.00
100-00-21511-000-000		Social Security Taxes	-13.70
100-00-21511-000-000		Social Security Taxes	-3.20
<b>Total</b>			<b>204.10</b>



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Posted From: 5/01/2023 From Account:  
Thru: 5/31/2023 Thru Account:

Check Nbr	Check Date	Payee	Amount
V15737 5/18/2023		KONOPACKI, ISIAH	
Pay period 04/30/2023 to 05/13/2023			Manual Check
100-00-52000-120-231		Health Insurance - FT Officers	125.00
100-00-52000-120-212		Premium Pay - FT Officers	50.50
100-00-52000-120-210		Salaries & Wages - FT Officers	2,644.80
100-00-21512-000-000		Federal Withholding Tax	-282.47
100-00-21511-000-000		Social Security Taxes	-174.86
100-00-21511-000-000		Social Security Taxes	-40.89
100-00-21513-000-000		State Withholding Tax	-126.69
100-00-21516-000-000		Deferred Comp Plan - Roth	-100.00
100-00-21518-000-000		Union Dues Withheld	-21.25
100-00-21514-000-000		Wisconsin Retirement-PAYABLES	-183.28
<b>Total</b>			<b>1,890.86</b>

V15738 5/18/2023		KOPPA, CALEB	
Pay period 04/30/2023 to 05/13/2023			Manual Check
650-00-53560-850-015		Utility Op Salaries & Wages	125.00
650-00-53560-850-015		Utility Op Salaries & Wages	1,050.40
601-00-53600-620-008		Utility Operator-Paid On Call	125.00
601-00-53600-620-005		Utility Operator Wages Water	1,207.96
650-00-53560-850-015		Utility Op Salaries & Wages	90.00
100-00-21512-000-000		Federal Withholding Tax	-217.34
100-00-21511-000-000		Social Security Taxes	-156.09
100-00-21511-000-000		Social Security Taxes	-36.51

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Posted From: 5/01/2023 From Account:  
Thru: 5/31/2023 Thru Account:

Check Nbr	Check Date	Payee	Amount
100-00-21513-000-000		State Withholding Tax	-108.30
100-00-52000-120-231		Health Insurance - FT Officers	-80.72
100-00-21514-000-000		Wisconsin Retirement-PAYABLES	-176.69
<b>Total</b>			<b>1,822.71</b>

V15739 5/18/2023 KUFALK, ALEXA  
Pay period 04/01/2023 to 04/30/2023

Manual Check

100-00-52000-201-110		Salaries & Wages	52.50
100-00-52000-201-110		Salaries & Wages	255.00
100-00-52000-201-110		Salaries & Wages	675.00
100-00-52000-300-110		EMS/FR WAGE	261.00
100-00-52000-300-110		EMS/FR WAGE	192.00
100-00-21512-000-000		Federal Withholding Tax	-28.13
100-00-21511-000-000		Social Security Taxes	-89.00
100-00-21511-000-000		Social Security Taxes	-20.81
100-00-21513-000-000		State Withholding Tax	-31.05
<b>Total</b>			<b>1,266.51</b>

V15740 5/18/2023 LAMBERT, MAUREEN  
Pay period 04/30/2023 to 05/13/2023

Manual Check

100-00-52000-110-110		Salaries & Wages - Cross Guard	150.00
100-00-21511-000-000		Social Security Taxes	-9.30
100-00-21511-000-000		Social Security Taxes	-2.18
<b>Total</b>			<b>138.52</b>

V15741 5/18/2023 LEVORSON, DAVID  
Pay period 04/01/2023 to 04/30/2023

Manual Check

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Posted From: 5/01/2023 From Account:  
Thru: 5/31/2023 Thru Account:

Check Nbr	Check Date	Payee	Amount
100-00-52000-201-110		Salaries & Wages	270.00
100-00-52000-201-110		Salaries & Wages	765.00
100-00-21511-000-000		Social Security Taxes	-64.17
100-00-21511-000-000		Social Security Taxes	-15.01
100-00-21513-000-000		State Withholding Tax	-8.73
<b>Total</b>			<b>947.09</b>

V15742 5/18/2023 MACKEY, MARK  
Pay period 04/30/2023 to 05/13/2023

Manual Check

100-00-51427-110-000		Salaries & Wages - Acct Clerk	95.91
650-00-53560-850-015		Utility Op Salaries & Wages	824.83
650-00-53560-850-015		Utility Op Salaries & Wages	45.00
601-00-53600-620-005		Utility Operator Wages Water	709.73
650-00-53560-850-015		Utility Op Salaries & Wages	71.94
601-00-53600-920-003		Utility Op Wages Billing AG	223.79
601-00-53600-640-003		Utility Operator Dist Wages	223.79
601-00-53600-906-005		Utility Operator Wages Informa	255.76
601-00-53600-930-007		Utility Op Wages Misc	223.79
100-00-21512-000-000		Federal Withholding Tax	-40.00
100-00-21511-000-000		Social Security Taxes	-160.82
100-00-21511-000-000		Social Security Taxes	-37.61
100-00-21513-000-000		State Withholding Tax	-111.80
100-00-52000-120-231		Health Insurance - FT Officers	-80.72

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Posted From: 5/01/2023 From Account:  
Thru: 5/31/2023 Thru Account:

Check Nbr	Check Date	Payee	Amount
100-00-21514-000-000		Wisconsin Retirement-PAYABLES	-181.87
<b>Total</b>			<b>2,061.72</b>

V15743 5/18/2023 MAIER, BRICE  
Pay period 04/01/2023 to 04/30/2023

Manual Check

100-00-52000-201-110		Salaries & Wages	30.00
100-00-52000-201-110		Salaries & Wages	144.00
100-00-52000-201-110		Salaries & Wages	675.00
100-00-21511-000-000		Social Security Taxes	-52.64
100-00-21511-000-000		Social Security Taxes	-12.31
100-00-21513-000-000		State Withholding Tax	-2.14
<b>Total</b>			<b>781.91</b>

V15744 5/18/2023 MCHUGH, TERRENCE  
Pay period 04/30/2023 to 05/13/2023

Manual Check

100-00-52000-120-110		Salaries & Wages -Police Chief	3,842.31
100-00-21512-000-000		Federal Withholding Tax	-453.70
100-00-21511-000-000		Social Security Taxes	-233.22
100-00-21511-000-000		Social Security Taxes	-54.54
100-00-21513-000-000		State Withholding Tax	-166.74
100-00-21515-000-000		Deferred Comp Plan - Pretax	-85.00
100-00-52000-120-231		Health Insurance - FT Officers	-80.72
100-00-21514-000-000		Wisconsin Retirement-PAYABLES	-261.28
<b>Total</b>			<b>2,507.11</b>

V15745 5/18/2023 OBRIEN, THERESA  
Pay period 04/01/2023 to 04/30/2023

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Posted From: 5/01/2023 From Account:  
Thru: 5/31/2023 Thru Account:

Check Nbr	Check Date	Payee	Amount
100-00-52000-300-110		EMS/FR WAGE	500.00
100-00-52000-201-110		Salaries & Wages	240.00
100-00-52000-201-110		Salaries & Wages	936.00
100-00-52000-201-110		Salaries & Wages	972.00
100-00-52000-201-110		Salaries & Wages	576.00
100-00-52000-300-110		EMS/FR WAGE	48.00
100-00-52000-300-110		EMS/FR WAGE	648.00
100-00-52000-300-110		EMS/FR WAGE	192.00
100-00-21512-000-000		Federal Withholding Tax	-808.77
100-00-21511-000-000		Social Security Taxes	-254.94
100-00-21511-000-000		Social Security Taxes	-59.62
100-00-21513-000-000		State Withholding Tax	-221.38
<b>Total</b>			<b>2,767.29</b>

V15746 5/18/2023 OBRIEN, TIMOTHY  
Pay period 04/01/2023 to 04/30/2023

Manual Check

100-00-52000-201-110		Salaries & Wages	80.00
100-00-52000-201-110		Salaries & Wages	484.00
270-00-52200-110-000		Salaries/Wages - Fire Prevent	231.00
100-00-52000-201-110		Salaries & Wages	363.00
100-00-52000-201-110		Salaries & Wages	594.00
100-00-52000-201-110		Salaries & Wages	352.00
100-00-52000-300-110		EMS/FR WAGE	44.00

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Posted From: 5/01/2023 From Account:  
Thru: 5/31/2023 Thru Account:

Check Nbr	Check Date	Payee	Amount
100-00-52000-300-110		EMS/FR WAGE	792.00
100-00-52000-300-110		EMS/FR WAGE	360.00
100-00-21512-000-000		Federal Withholding Tax	-135.00
100-00-21511-000-000		Social Security Taxes	-204.60
100-00-21511-000-000		Social Security Taxes	-47.85
100-00-21513-000-000		State Withholding Tax	-116.21
<b>Total</b>			<b>2,796.34</b>

V15747 5/18/2023 PETRI, RODGER  
Pay period 04/30/2023 to 05/13/2023

Manual Check

100-00-51600-110-000		Wages -Cleaning/Snow Removal	210.38
100-00-21511-000-000		Social Security Taxes	-13.04
100-00-21511-000-000		Social Security Taxes	-3.05
<b>Total</b>			<b>194.29</b>

V15748 5/18/2023 PLISCH, TRAVIS  
Pay period 04/01/2023 to 04/30/2023

Manual Check

100-00-52000-201-110		Salaries & Wages	60.00
100-00-52000-201-110		Salaries & Wages	945.00
100-00-52000-300-110		EMS/FR WAGE	37.50
100-00-21511-000-000		Social Security Taxes	-64.64
100-00-21511-000-000		Social Security Taxes	-15.12
100-00-21513-000-000		State Withholding Tax	-17.13
<b>Total</b>			<b>945.61</b>

V15749 5/18/2023 POYER, ELSA  
Pay period 04/30/2023 to 05/13/2023

Manual Check

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Posted From: 5/01/2023 From Account:  
Thru: 5/31/2023 Thru Account:

Check Nbr	Check Date	Payee	Amount
100-00-51600-110-000		Wages -Cleaning/Snow Removal	288.75
100-00-21511-000-000		Social Security Taxes	-17.90
100-00-21511-000-000		Social Security Taxes	-4.19
100-00-21513-000-000		State Withholding Tax	-1.10
<b>Total</b>			<b>265.56</b>

V15750 5/18/2023 POYER, JENNIFER  
Pay period 04/30/2023 to 05/13/2023

Manual Check

100-00-51427-110-000		Salaries & Wages - Acct Clerk	416.44
100-00-51423-110-000		Salaries & Wages - AA	1,384.37
100-00-21511-000-000		Social Security Taxes	-106.65
100-00-21511-000-000		Social Security Taxes	-24.94
100-00-21513-000-000		State Withholding Tax	-55.93
100-00-52000-120-231		Health Insurance - FT Officers	-80.72
100-00-21514-000-000		Wisconsin Retirement-PAYABLES	-122.46
<b>Total</b>			<b>1,410.11</b>

V15751 5/18/2023 PREU, PETER  
Pay period 04/30/2023 to 05/13/2023

Manual Check

100-00-52000-110-110		Salaries & Wages - Cross Guard	120.00
100-00-21511-000-000		Social Security Taxes	-7.44
100-00-21511-000-000		Social Security Taxes	-1.74
<b>Total</b>			<b>110.82</b>

V15752 5/18/2023 RHEINSCHMIDT, PAUL  
Pay period 04/01/2023 to 04/30/2023

Manual Check

100-00-52000-201-110		Salaries & Wages	128.00
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Posted From: 5/01/2023 From Account:  
Thru: 5/31/2023 Thru Account:

Check Nbr	Check Date	Payee	Amount
100-00-21511-000-000		Social Security Taxes	-7.94
100-00-21511-000-000		Social Security Taxes	-1.86
<b>Total</b>			<b>118.20</b>

V15753 5/18/2023 SCHEIDT, LEAH  
Pay period 04/01/2023 to 04/30/2023

Manual Check

100-00-52000-300-110		EMS/FR WAGE	36.00
100-00-21511-000-000		Social Security Taxes	-2.23
100-00-21511-000-000		Social Security Taxes	-0.52
<b>Total</b>			<b>33.25</b>

V15754 5/18/2023 SCHLEI, MATTHEW  
Pay period 04/30/2023 to 05/13/2023

Manual Check

100-00-53000-311-110		Salaries & Wages	2,291.20
100-00-21512-000-000		Federal Withholding Tax	-174.18
100-00-21511-000-000		Social Security Taxes	-137.05
100-00-21511-000-000		Social Security Taxes	-32.05
100-00-21513-000-000		State Withholding Tax	-85.81
100-00-52000-120-231		Health Insurance - FT Officers	-80.72
100-00-21514-000-000		Wisconsin Retirement-PAYABLES	-155.80
<b>Total</b>			<b>1,625.59</b>

V15755 5/18/2023 SEEHAFFER, AARON  
Pay period 04/30/2023 to 05/13/2023

Manual Check

100-00-52000-120-231		Health Insurance - FT Officers	125.00
100-00-52000-120-212		Premium Pay - FT Officers	30.25
100-00-52000-120-210		Salaries & Wages - FT Officers	3,257.86



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Posted From: 5/01/2023 From Account:  
Thru: 5/31/2023 Thru Account:

Check Nbr	Check Date	Payee	Amount
100-00-21512-000-000		Federal Withholding Tax	-297.51
100-00-21511-000-000		Social Security Taxes	-211.61
100-00-21511-000-000		Social Security Taxes	-49.49
100-00-21513-000-000		State Withholding Tax	-157.22
100-00-21518-000-000		Union Dues Withheld	-21.25
100-00-21514-000-000		Wisconsin Retirement-PAYABLES	-223.59
<b>Total</b>			<b>2,452.44</b>

V15756 5/18/2023 SHOPE, BENJAMIN  
Pay period 04/30/2023 to 05/13/2023

Manual Check

100-00-52000-120-231		Health Insurance - FT Officers	125.00
100-00-52000-120-212		Premium Pay - FT Officers	16.50
100-00-52000-120-210		Salaries & Wages - FT Officers	3,178.40
100-00-21512-000-000		Federal Withholding Tax	-327.55
100-00-21511-000-000		Social Security Taxes	-205.83
100-00-21511-000-000		Social Security Taxes	-48.14
100-00-21513-000-000		State Withholding Tax	-151.80
100-00-21518-000-000		Union Dues Withheld	-21.25
100-00-21514-000-000		Wisconsin Retirement-PAYABLES	-217.25
<b>Total</b>			<b>2,348.08</b>

V15757 5/18/2023 SHULFER, AUSTIN  
Pay period 04/01/2023 to 04/30/2023

Manual Check

100-00-52000-201-110		Salaries & Wages	88.00
270-00-52200-110-000		Salaries/Wages - Fire Prevent	184.00

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Posted From: 5/01/2023 From Account:  
Thru: 5/31/2023 Thru Account:

Check Nbr	Check Date	Payee	Amount
270-00-52200-110-000		Salaries/Wages - Fire Prevent	168.00
100-00-52000-201-110		Salaries & Wages	192.00
100-00-52000-300-110		EMS/FR WAGE	192.00
100-00-52000-300-110		EMS/FR WAGE	192.00
100-00-21512-000-000		Federal Withholding Tax	-85.73
100-00-21511-000-000		Social Security Taxes	-62.99
100-00-21511-000-000		Social Security Taxes	-14.73
100-00-21513-000-000		State Withholding Tax	-45.39
<b>Total</b>			<b>807.16</b>

V15758 5/18/2023 SMART, CHRISTOPHER  
Pay period 04/30/2023 to 05/13/2023

Manual Check

100-00-52000-120-150		Salary & Wages - Lieutenant	3,617.50
100-00-21512-000-000		Federal Withholding Tax	-284.46
100-00-21511-000-000		Social Security Taxes	-219.28
100-00-21511-000-000		Social Security Taxes	-51.28
100-00-21513-000-000		State Withholding Tax	-151.45
100-00-21515-000-000		Deferred Comp Plan - Pretax	-210.00
100-00-52000-120-231		Health Insurance - FT Officers	-80.72
100-00-21514-000-000		Wisconsin Retirement-PAYABLES	-245.99
<b>Total</b>			<b>2,374.32</b>

V15759 5/18/2023 SMART, RAIFE  
Pay period 04/30/2023 to 05/13/2023

Manual Check

100-00-55000-200-112		Parks Worker Salaries	556.63
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Posted From: 5/01/2023 From Account:  
Thru: 5/31/2023 Thru Account:

Check Nbr	Check Date	Payee	Amount
100-00-21512-000-000		Federal Withholding Tax	-2.39
100-00-21511-000-000		Social Security Taxes	-34.51
100-00-21511-000-000		Social Security Taxes	-8.07
100-00-21513-000-000		State Withholding Tax	-10.04
<b>Total</b>			<b>501.62</b>

V15760 5/18/2023 SMITH, CELINDA  
Pay period 04/01/2023 to 04/30/2023

Manual Check

100-00-52000-201-110		Salaries & Wages	315.00
100-00-52000-201-110		Salaries & Wages	142.50
100-00-52000-201-110		Salaries & Wages	690.00
100-00-52000-300-110		EMS/FR WAGE	60.00
100-00-21512-000-000		Federal Withholding Tax	-116.81
100-00-21511-000-000		Social Security Taxes	-74.87
100-00-21511-000-000		Social Security Taxes	-17.51
100-00-21513-000-000		State Withholding Tax	-56.76
<b>Total</b>			<b>941.55</b>

V15761 5/18/2023 WEGNER, PETER  
Pay period 04/30/2023 to 05/13/2023

Manual Check

100-00-52000-400-110		Salaries & Wages	153.84
100-00-51420-110-000		Salaries & Wages - Zoning Admi	2,269.14
100-00-55000-200-040		Salary & Wages - CDD/ZA	153.84
451-00-51410-302-110		Salaries & Wages	57.80
452-00-51410-302-110		Salaries & Wages	115.38

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Posted From: 5/01/2023 From Account:  
Thru: 5/31/2023 Thru Account:

Check Nbr	Check Date	Payee	Amount
453-00-51410-302-110		Salaries & Wages	9.62
454-00-51410-302-110		Salaries & Wages	9.62
650-00-53560-850-011		PW Director Salaries & Wages	153.84
601-00-53600-920-005		PW Director Wages Billing AG	153.84
100-00-21512-000-000		Federal Withholding Tax	-387.13
100-00-21511-000-000		Social Security Taxes	-185.76
100-00-21511-000-000		Social Security Taxes	-43.44
100-00-21513-000-000		State Withholding Tax	-109.93
100-00-52000-120-231		Health Insurance - FT Officers	-80.72
100-00-21514-000-000		Wisconsin Retirement-PAYABLES	-378.71
100-00-21514-000-000		Wisconsin Retirement-PAYABLES	-209.23
<b>Total</b>			<b>1,682.00</b>

V15762 5/18/2023 WIESE, JOSHUA  
Pay period 04/01/2023 to 04/30/2023

Manual Check

100-00-52000-201-110		Salaries & Wages	80.00
100-00-52000-201-110		Salaries & Wages	290.00
100-00-52000-201-110		Salaries & Wages	240.00
100-00-21511-000-000		Social Security Taxes	-37.82
100-00-21511-000-000		Social Security Taxes	-8.85
<b>Total</b>			<b>563.33</b>

V15763 5/18/2023 XIONG, SOUA  
Pay period 04/30/2023 to 05/13/2023

Manual Check

100-00-52000-120-231		Health Insurance - FT Officers	90.00
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Posted From: 5/01/2023 From Account:  
Thru: 5/31/2023 Thru Account:

Check Nbr	Check Date	Payee	Amount
100-00-52000-120-212		Premium Pay - FT Officers	12.75
100-00-52000-120-210		Salaries & Wages - FT Officers	2,938.40
100-00-21512-000-000		Federal Withholding Tax	-360.40
100-00-21511-000-000		Social Security Taxes	-177.39
100-00-21511-000-000		Social Security Taxes	-41.49
100-00-21513-000-000		State Withholding Tax	-138.72
100-00-21521-000-000		HSA Spending Account	-90.00
100-00-21521-000-000		HSA Spending Account	-90.00
100-00-21518-000-000		Union Dues Withheld	-21.25
100-00-21514-000-000		Wisconsin Retirement-PAYABLES	-200.68
<b>Total</b>			<b>1,921.22</b>

ach-ex-0509 5/09/2023 WEX Bank-Exxon Mobil  
Invoice#88825539

Manual Check

100-00-52000-120-324		Fuel	1,697.18
		PD-FUEL CHARGE APRIL	88825539
601-00-53600-921-006		Fuel	205.53
		WATER FUEL CHARGES	88825539
650-00-53650-856-003		Fuel	205.53
		SEWER FUEL CHARGES	88825539
100-00-52000-201-324		Fuel	13.26
		FD-FUEL	88825539
<b>Total</b>			<b>2,121.50</b>

ACH-KT-0505 5/05/2023 Kwik Trip, LLC  
Account#267185/239164

Manual Check

100-00-52000-201-324		Fuel	289.71
		FD FUEL	
100-00-52000-120-324		Fuel	380.42
		PD- FUEL	
<b>Total</b>			<b>670.13</b>

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Posted From: 5/01/2023 From Account:  
Thru: 5/31/2023 Thru Account:

Check Nbr	Check Date	Payee	Amount
ACH-TC-0522	5/22/2023	Central States Health-Teamcare Employee Health Benefits-APRIL 2023	
			Manual Check
100-00-51420-130-000		Health Insurance - Zoning Admi WEGNER HEALTH CARE	2,018.00
100-00-51520-130-000		Health Insurance - Treasurer KERSTNER HEALTHCARE APRIL 2023	1,614.40
100-00-52000-120-131		Health Ins - Police Chief MCHUGH HEALTHCARE APRIL 2023	2,018.00
100-00-52000-120-153		Health Insurance - Lieutenant SMART HEALTH CARE APRIL 2023	2,018.00
601-00-53600-926-007		PW Director Health Operation WATER HEALTH CARE APRIL 2023	3,430.60
650-00-53560-850-013		PW Director Health Insurance SEWER HEALTH CARE APRIL 2023	3,430.60
100-00-53000-302-130		Health Insurance - PW Director DPW HEALTCARE APRIL 2023	2,018.00
100-00-51425-130-000		Health Insurance - Plan Tech PLAN TECH HEALT CARE APRIL 2023	2,018.00
100-00-51421-130-000		Health Insurance - Clerk CLERK HEALTH CARE APRIL 2023	2,018.00
100-00-51427-130-000		Health Insurance - Acct Clerk ACCOUNT CLERK HEALTH CARE APRIL 2023	1,816.20
601-00-53600-926-007		PW Director Health Operation ACCOUNT CLERK WATER HEALTH CARE APRIL	100.90
650-00-53560-850-013		PW Director Health Insurance ACCOUNT CLERK SEWER HEALT CARE APRIL	100.90
100-00-52000-120-431		Health Ins - Police Clerk DREW HEALTH CARE APRIL 2023	807.20
221-00-51250-130-000		Health Insurance - Court Clerk DREW HEALT CARE COURT CLERK-APRIL 2023	807.20
100-00-52800-100-130		Health Insurance-PFC Clerk PFC CLERK DREW HEALTH CARE- APRIL 2023	403.60
601-00-53600-926-003		Utility Clerk Health Operation UTILITY CLERK WATER HEALTH CARE APRIL	807.20
650-00-53560-850-008		Utilities Clerk Health Ins UTILITY CLERK SEWER HEALTH CARE APRIL	807.20
100-00-51422-130-000		Health Insurance - Deputy Cler UTILITY CLERK GENERAL HEALTH CARE APRIL	403.60

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Posted From: 5/01/2023 From Account:  
Thru: 5/31/2023 Thru Account:

Check Nbr	Check Date	Payee	Amount
100-00-53000-311-131		Health Insurance PW WORK CREW HEALTH CARE APRIL	7,797.55
601-00-53600-926-001		PW Crew Health Operation PW- WATER HEALTH CARE APRIL	339.02
650-00-53560-850-004		PW Crew Insurance PW- SEWER HEALTH CARE APRIL	339.03
100-00-51423-130-000		Health Insurance - AA ADMINISTRATIVE ASSISTANT HEALTH CARE APR	2,018.00
<b>Total</b>			<b>37,131.20</b>

ACH-TC-0526 5/26/2023 Central States Health-Teamcare  
Employee Health Benefits-MAY 2023

Manual Check

100-00-51420-130-000		Health Insurance - Zoning Admi WEGNER HELTH CARE MAY 2023	1,614.40
100-00-51520-130-000		Health Insurance - Treasurer KERSTNER HEALTH CARE MAY 2023	1,614.40
100-00-52000-120-131		Health Ins - Police Chief MCHUGH HEALTH CARE MAY 2023	1,614.40
100-00-52000-120-153		Health Insurance - Lieutenant SMART HEALTH CARE MAY 2023	1,614.40
601-00-53600-926-007		PW Director Health Operation WATER CREW HEALTH CARE MAY 2023	3,228.80
650-00-53560-850-013		PW Director Health Insurance SEWER HEALT CARE MAY 2023	3,228.80
100-00-53000-302-130		Health Insurance - PW Director DPW HEALTH CARE MAY 2023	1,614.40
100-00-51425-130-000		Health Insurance - Plan Tech PLAN TECH HEALTH CARE MAY 2023	1,614.40
100-00-51421-130-000		Health Insurance - Clerk CLERK HEALTH CARE MAY 2023	1,614.40
100-00-51427-130-000		Health Insurance - Acct Clerk ACCOUNT CLERK HEALTH CARE MAY 2023	1,452.96
601-00-53600-926-007		PW Director Health Operation ACCOUNT CLERK WATER MAY 2023	80.72
650-00-53560-850-013		PW Director Health Insurance ACCOUNT CLERK SEWER HEALTH CARE MAY 2023	80.72
100-00-52000-120-431		Health Ins - Police Clerk DREW POLICE CLERK HEALTH CARE MAY 2023	791.07

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Posted From: 5/01/2023 From Account:  
Thru: 5/31/2023 Thru Account:

Check Nbr	Check Date	Payee	Amount
221-00-51250-130-000		Health Insurance - Court Clerk DREW COURT CLERK HEALTH CARE MAY 2023	726.48
100-00-52800-100-130		Health Insurance-PFC Clerk DREW PFC CLERK HEALTH CARE MAY 2023	96.86
601-00-53600-926-003		Utility Clerk Health Operation UTILILTY CLERK WATER HEALTH CAER MAY 202	645.76
650-00-53560-850-008		Utilities Clerk Health Ins UTILITY CLERK HEALTH CARE MAY 2023	645.76
100-00-51422-130-000		Health Insurance - Deputy Cler UTILITY CLERK GENERAL HEALTH CARE MAY	322.88
100-00-53000-311-131		Health Insurance PW- CREW HEALTH CARE MAY 2023	5,940.99
601-00-53600-926-001		PW Crew Health Operation PW- WATER HEALTH CARE MAY 2023	258.30
650-00-53560-850-004		PW Crew Insurance PW- SEWER HEALTH CARE MAY 2023	258.30
100-00-51423-130-000		Health Insurance - AA ADMINISTRATIVE ASSISTANT HEALTH CARE MAY	1,614.40
<b>Total</b>			<b>30,673.60</b>

ACH-AFL-0524 5/24/2023 AFLAC  
MAY AFLAC POLICY PAYMENT

Manual Check

100-00-21517-000-000		AFLAC Medical Deductions DREW POLICY-MAY	50.60
100-00-21517-000-000		AFLAC Medical Deductions GAU POLICY-MAY	39.00
100-00-52000-201-938		Fire Department Insurance ANDRESCHKO POLICY-MAY	38.64
100-00-52000-201-938		Fire Department Insurance JACOBS POLICY-MAY	55.68
100-00-52000-201-938		Fire Department Insurance CHARNESKI POLICY-MAY	24.84
100-00-21517-000-000		AFLAC Medical Deductions JACOBSON POLICY-MAY	27.60
<b>Total</b>			<b>236.36</b>

ACH-FTX-0522 5/22/2023 Federal Tax Deposit  
MAY FEDERAL TAX

Manual Check



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Posted From: 5/01/2023 From Account:  
Thru: 5/31/2023 Thru Account:

Check Nbr	Check Date	Payee	Amount
100-00-21511-000-000		Social Security Taxes SOCIAL SECURITY MAY	11,596.12
100-00-21511-000-000		Social Security Taxes MEDICARE MAY	2,711.98
100-00-21512-000-000		Federal Withholding Tax FEDERAL WITHHOLDING TAX MAY	6,805.81
<b>Total</b>			<b>21,113.91</b>

ach-ftx42523	5/06/2023	Federal Tax Deposit federal tax deposit may		<b>Manual Check</b>
100-00-21511-000-000		Social Security Taxes social security may	8,810.88	
100-00-21511-000-000		Social Security Taxes medicare may	2,060.62	
100-00-21512-000-000		Federal Withholding Tax federal withholding tax may	5,484.51	
<b>Total</b>			<b>16,356.01</b>	

ACH-GTU-0517	5/17/2023	GENERAL TEAMSTER LOCAL 662 APRIL UNION DUES		<b>Manual Check</b>
100-00-21518-000-000		Union Dues Withheld COYLE DREW FISHER POYER DUES	307.00	
100-00-21518-000-000		Union Dues Withheld ANDERSON BOESL JACOBSON SCHLEI WALKOWSKI	400.00	
100-00-21518-000-000		Union Dues Withheld JEANETTE KOPPA MACKEY	195.00	
<b>Total</b>			<b>902.00</b>	

ACH-HAR-0516	5/16/2023	The Hartford Invoice#920221773744		<b>Manual Check</b>
100-00-52000-120-231		Health Insurance - FT Officers HEALTH PD MAY	76.72	
<b>Total</b>			<b>76.72</b>	

ach-hsa-0504	5/04/2023	Incredible Bank xiong HSA may		<b>Manual Check</b>
100-00-21521-000-000		HSA Spending Account xiong HSA may	180.00	
<b>Total</b>			<b>180.00</b>	

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Posted From: 5/01/2023 From Account:  
Thru: 5/31/2023 Thru Account:

Check Nbr	Check Date	Payee		Amount
ACH-HSA-0518	5/18/2023	Incredible Bank		
		HSA CONTRIBUTIONS MAY XIONG	Manual Check	
100-00-21521-000-000		HSA Spending Account		180.00
		HSA CONTRIBUTIONS XIONG		
			Total	180.00
ACH-STX-0516	5/16/2023	WI Department of Revenue		
		MAY 01-15 STATE TAX	Manual Check	
100-00-21513-000-000		State Withholding Tax		2,815.97
		MAY 01-15 STATE TAX		
			Total	2,815.97
ACH-STX-0518	5/18/2023	WI Department of Revenue		
		WITHHOLDING TAX DUE ON ACCOUNT-MAY	Manual Check	
100-00-21513-000-000		State Withholding Tax		1,175.45
		WITHHOLDING TAX-MAY		
			Total	1,175.45
ACH-STX42223	5/03/2023	WI Department of Revenue		
		STATE TAX APRIL 16-30	Manual Check	
100-00-21513-000-000		State Withholding Tax		3,449.84
		APRIL 16-30 STATE TAX		
			Total	3,449.84
ACH-TDS-0501	5/01/2023	TDS Telecom		
		APRIL BILL	Manual Check	
100-00-51600-326-000		Utilities		155.89
		GENERAL PHONE		
100-00-52000-120-326		Telephone & Utilities - Police		149.00
		PD PHONE		
221-00-51200-100-354		Material & Supplies		92.06
		MUNI COURT PHONE		
100-00-53000-312-326		Garage Utilities		201.52
		GARAGE PHONE		
100-00-51600-326-000		Utilities		108.09
		FD PHONE		
100-00-51600-326-000		Utilities		5.67
		PHONE		
601-00-53600-921-003		Office Phone Expense		25.23
		WATER PHONE		

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Posted From: 5/01/2023 From Account:  
Thru: 5/31/2023 Thru Account:

Check Nbr	Check Date	Payee	Amount
650-00-53650-851-003		Office-Phone Expense SEWER PHONE	25.23
650-00-53650-827-001		Operation-Telephone Exp LIFT STATION PHONE	209.83
100-00-51600-389-000		Maintenance EMERGENCY PHONE LINE	5.15
<b>Total</b>			<b>977.67</b>

ACH-TDS-0531 5/31/2023 TDS Telecom  
PHONE/INTERNET

Manual Check

100-00-51600-326-000		Utilities general government	155.89
100-00-52000-120-326		Telephone & Utilities - Police pd-phone and internet	149.00
221-00-51200-100-354		Material & Supplies muni court-phone/internet	92.06
100-00-53000-312-326		Garage Utilities garage-phone/internet	207.52
100-00-51600-326-000		Utilities fd- phone/internet	108.09
100-00-51600-326-000		Utilities building inspector phone/internet	5.67
601-00-53600-921-003		Office Phone Expense water-phone/internet	25.23
650-00-53650-851-003		Office-Phone Expense sewer-phone/internet	25.23
650-00-53650-827-001		Operation-Telephone Exp lift station-phone/internet	209.83
100-00-51600-389-000		Maintenance village- emergency disaster phone line	5.15
<b>Total</b>			<b>983.67</b>

ACH-UHC-0512 5/12/2023 United Health Care  
Invoice#511419690998

Manual Check

100-00-52000-120-231		Health Insurance - FT Officers PREMIUM PAYMENT FOR JUN 2023	311.65
			511419690998
<b>Total</b>			<b>311.65</b>

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Posted From: 5/01/2023 From Account:  
Thru: 5/31/2023 Thru Account:

Check Nbr	Check Date	Payee	Amount
ACH-usb-0515	5/15/2023	US Bank (Credit Card Services)	
		ACH-05152023- US Bank April statement	
			Manual Check
650-00-53650-851-002		Postage Expense	4.85
650-00-53650-832-000		Maintenance of Stations	239.80
601-00-53600-921-006		Fuel	27.35
650-00-53650-856-003		Fuel	27.35
601-00-53600-921-006		Fuel	30.10
650-00-53650-856-003		Fuel	30.09
601-00-53600-921-006		Fuel	20.25
650-00-53650-856-003		Fuel	20.25
601-00-53600-921-006		Fuel	28.37
650-00-53650-856-003		Fuel	28.38
601-00-53600-921-006		Fuel	30.65
650-00-53650-856-003		Fuel	30.65
601-00-53600-921-006		Fuel	22.97
650-00-53650-856-003		Fuel	22.98
100-00-51400-480-000		Computer Program Support	-69.50
650-00-53650-832-000		Maintenance of Stations	83.02
100-00-51400-480-000		Computer Program Support	21.09
100-00-53000-302-000		PUBLIC WORKS DIRECTOR	50.00
100-00-53000-302-340		Schooling, Training	140.00
100-00-51421-340-000		Training/Schooling/Meetings	45.00

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Posted From: 5/01/2023 From Account:  
Thru: 5/31/2023 Thru Account:

Check Nbr	Check Date	Payee	Amount
100-00-51400-460-000		Office Supplies	171.89
100-00-51400-460-000		Office Supplies	259.98
100-00-51421-340-000		Training/Schooling/Meetings	180.00
100-00-51400-460-000		Office Supplies	89.99
100-00-51421-340-000		Training/Schooling/Meetings	350.34
100-00-51400-460-000		Office Supplies	157.59
100-00-51400-460-000		Office Supplies	33.88
100-00-51400-460-000		Office Supplies	52.98
100-00-51420-360-000		Marketing	525.00
100-00-52000-301-370		EMS Grant Expense	400.00
100-00-52000-301-370		EMS Grant Expense	-300.00
100-00-51900-115-000		Village Employee Event	55.99
100-00-48510-000-000		Community Events Sponsorships	138.21
100-00-48510-000-000		Community Events Sponsorships	61.19
100-00-48510-000-000		Community Events Sponsorships	90.73
100-00-51500-580-000		Recruitment	151.00
100-00-51420-360-000		Marketing	51.63
100-00-51520-340-000		Training/Schooling/Meetings	157.14
100-00-52000-120-321		FT Officers Protective Cloth	88.98
100-00-52000-120-321		FT Officers Protective Cloth	18.00
260-00-55200-900-000		FD Donation Exp - Other	23.98

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Posted From: 5/01/2023 From Account:  
Thru: 5/31/2023 Thru Account:

Check Nbr	Check Date	Payee	Amount
260-00-55200-900-000		FD Donation Exp - Other	110.00
100-00-52000-301-350		Supplies, Mileage & Expenses	49.65
260-00-55200-900-000		FD Donation Exp - Other	39.99
260-00-55200-900-000		FD Donation Exp - Other	37.99
100-00-52000-301-350		Supplies, Mileage & Expenses	31.64
260-00-55200-900-000		FD Donation Exp - Other	77.50
260-00-55200-900-000		FD Donation Exp - Other	77.90
260-00-55200-900-000		FD Donation Exp - Other	412.82
260-00-55200-900-000		FD Donation Exp - Other	80.00
100-00-52000-120-460		Office Supplies	9.49
100-00-53000-311-384		PWKS; Fuel Charges	646.93
100-00-53000-311-384		PWKS; Fuel Charges	10.79
100-00-55000-200-400		Parks -Other Projects	330.41
<b>Total</b>			<b>5,507.26</b>

ACH-WDC-0504 5/04/2023 WISCONSIN DEFERRED COMPENSATION  
DEFERRED COMP MAY

Manual Check

100-00-21515-000-000		Deferred Comp Plan - Pretax DEFERRED COMP MAY	749.12
100-00-21516-000-000		Deferred Comp Plan - Roth ROTH MAY	679.12

Total 1,428.24

ACH-WDC-0518 5/18/2023 WISCONSIN DEFERRED COMPENSATION  
DEFERRED COMP MAY

Manual Check

100-00-21515-000-000		Deferred Comp Plan - Pretax DEFERRED COM MAY 2023	749.12
100-00-21516-000-000		Deferred Comp Plan - Roth ROTH MAY 2023	679.12

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Posted From: 5/01/2023 From Account:  
Thru: 5/31/2023 Thru Account:

Check Nbr	Check Date	Payee	Amount
<b>Total</b>			<b>1,428.24</b>

ACH-WPS-0501	5/01/2023	Wisconsin Public Service	
		Invoice#04262023	<b>Manual Check</b>
100-00-51600-326-000		Utilities	1,183.19
		MUNI GAS APRIL	04262023
601-00-53600-622-002		WPS Electric	2,171.35
		UTILITY DEPT ELECTRIC-APRIL	04262023
650-00-53650-821-001		Wisconsin Public Service-Elec	4,249.00
		SEWER ELECTRIC-APRIL	04262023
601-00-53600-622-003		WPS Gas	675.94
		WATER GAS APRIL	04262023
650-00-53650-821-002		Wisconsin Public Service-Gas	5.98
		SEWER GAS-APRIL	04262023
100-00-53000-312-326		Garage Utilities	602.71
		PW SHOP APRIL	04262023
100-00-55000-200-326		Parks; Utilities	173.17
		PARK DEPT GAS APRIL	04262023
100-00-52000-201-326		Utilities - Siren	30.98
		HAPPY HOLLOW SIREN APRIL	04262023
100-00-53000-315-420		Street Lighting	392.32
		SIGNAL LIGHTS APRIL	04262023
<b>Total</b>			<b>9,484.64</b>

ACH-WPS-0509	5/11/2023	Wisconsin Public Service	
		Invoice#05012023	<b>Manual Check</b>
100-00-53000-315-420		Street Lighting	3,555.81
		SIGNAL LIGHTS STREET LIGHTING	05012023
<b>Total</b>			<b>3,555.81</b>

ACH-WPS-0530	5/30/2023	Wisconsin Public Service	
		Invoice#05192023	<b>Manual Check</b>
100-00-51600-326-000		Utilities	457.56
		MUNI CENTER GAS	05192023
601-00-53600-622-002		WPS Electric	2,576.20
		WATER-ELECTRIC	05192023
650-00-53650-821-001		Wisconsin Public Service-Elec	4,442.59
		SEWER ELECTRIC	05192023

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Posted From: 5/01/2023 From Account:  
Thru: 5/31/2023 Thru Account:

Check Nbr	Check Date	Payee	Amount
601-00-53600-622-003		WPS Gas	95.82
		WATER-GAS	05192023
650-00-53650-821-002		Wisconsin Public Service-Gas	2.31
		SEWER GAS	05192023
100-00-53000-312-326		Garage Utilities	490.87
		PW- SHOP ELECTRIC	05192023
100-00-55000-200-326		Parks; Utilities	228.87
		PARKS-GAS	05192023
100-00-52000-201-326		Utilities - Siren	30.05
		HAPPY HOLLOW SIREN	05192023
100-00-53000-315-420		Street Lighting	376.96
		SIGNAL LIGHTS/STREET LIGHTING	05192023
<b>Total</b>			<b>8,701.23</b>

ACH-WRS-0516	5/16/2023	Wisconsin Retirement System	
		MARCH WRS 2023	
			<b>Manual Check</b>
100-00-21514-000-000		Wisconsin Retirement-PAYABLES	21,941.58
		MARCH WRS 2023	
<b>Total</b>			<b>21,941.58</b>

ACH-WRS-0530	5/30/2023	Wisconsin Retirement System	
		QUARTER 3 2023	
			<b>Manual Check</b>
100-00-21514-000-000		Wisconsin Retirement-PAYABLES	157.98
		QUARTER 3 WRS PAYMENT	
<b>Total</b>			<b>157.98</b>

ACH-WRS-0531	5/31/2023	Wisconsin Retirement System	
		APRIL 2023 WRS	
			<b>Manual Check</b>
100-00-21514-000-000		Wisconsin Retirement-PAYABLES	22,250.84
		APRIL WRS	
<b>Total</b>			<b>22,250.84</b>

eft-quad0509	5/09/2023	Quadient Finance USA, Inc.	
		postage april 2023	
			<b>Manual Check</b>
100-00-51400-460-000		Office Supplies	600.00
		gen office postage	05032023
601-00-53600-903-002		Postage Expense	150.00
		water postage april	05032023
650-00-53650-851-002		Postage Expense	150.00
		sewer postage april	05032023



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Posted From: 5/01/2023 From Account:  
Thru: 5/31/2023 Thru Account:

Check Nbr	Check Date	Payee	Amount
100-00-52000-120-475		Postage & Shipping	20.00
		police dept postage april	
		05032023	
221-00-51200-100-354		Material & Supplies	20.00
		muni court postage april	
		05032023	
100-00-52800-100-321		PFC Postage	20.00
		pfc postage april	
		05032023	
100-00-52000-201-350		Office Expenses & Supplies	20.00
		fire dept postage april	
		05032023	
452-00-51400-460-000		Office Supplies	20.00
		tif 2 postage april	
		05032023	
		Total	1,000.00
		Grand Total	537,999.73

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Posted From: 5/01/2023 From Account:  
Thru: 5/31/2023 Thru Account:

	Amount
Total Expenditure from Fund # 100 - General Fund	407,927.55
Total Expenditure from Fund # 221 - Municipal Court Fund	4,689.57
Total Expenditure from Fund # 260 - Fire Department Donation Fund	4,134.48
Total Expenditure from Fund # 270 - 2% Fire Dues Fund	4,541.82
Total Expenditure from Fund # 451 - Tax Increment District 1	179.28
Total Expenditure from Fund # 452 - Tax Increment District 2	1,353.10
Total Expenditure from Fund # 453 - Tax Increment District 3	-95.16
Total Expenditure from Fund # 454 - Tax Increment District 4	-95.16
Total Expenditure from Fund # 500 - ARPA -American Rescue Plan Act	5,200.00
Total Expenditure from Fund # 601 - Water Utility	44,668.84
Total Expenditure from Fund # 650 - Sewer Utility	65,495.41
Total Expenditure from all Funds	537,999.73

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Thru: 5/31/2023 Thru Account:

---- Journal Entry ----

Number	Date		Debit	Credit
JE-8312	5/05/2023	Transfer Funds Savings to Checking		
350-00-11108-000-000		Tax Collection Savings Account		420,000.00
		Transfer Funds Savings to Checking		
350-00-11102-000-000		POOLED CASH	420,000.00	
		Transfer Funds Savings to Checking		
454-00-11108-000-000		Incredible Bk - Tax Savings		5,000.00
		Transfer Funds Savings to Checking		
454-00-11102-000-000		POOLED CASH	5,000.00	
		Transfer Funds Savings to Checking		
		Total	425,000.00	425,000.00

JE-8313	5/08/2023	Reclass Bobcat Loader/spreade- Bike/Walk Path		
750-00-51000-001-000		Equipment Purchases		72,021.31
		Reclass Bobcat Loader/spreade- Bike/Walk		
100-00-53000-311-380		Equipment; Repairs/Maintenance		3,500.00
		Reclass Bobcat Loader/spreade- Bike/Walk		
250-00-57300-000-000		Bike and Walkway Outlay	75,521.31	
		Reclass Bobcat Loader/spreade- Bike/Walk		
250-00-11102-000-000		POOLED CASH		75,521.31
		Reclass Bobcat Loader/spreade- Bike/Walk		
750-00-11102-000-000		POOLED CASH	72,021.31	
		Reclass Bobcat Loader/spreade- Bike/Walk		
100-00-11102-000-000		POOLED CASH	3,500.00	
		Reclass Bobcat Loader/spreade- Bike/Walk		
		Total	151,042.62	151,042.62

JE-8314	5/08/2023	Reclass Revenue		
250-00-57300-000-200		Bike Right-of-Way/Acquisition	1,500.00	
		Reclass Revenue		
250-00-48540-000-000		Donations - Bike & Walkways		1,500.00
		Reclass Revenue		
		Total	1,500.00	1,500.00

JE-8315	5/09/2023	Interest - \$4.685 GOREFI 2021		
350-00-58000-235-000		Interest \$1.29M GOPN 2018		48,900.00
		Interest - \$4.685 GOREFI 2021		
350-00-58000-231-000		Interest - \$4.685M	48,900.00	
		Interest - \$4.685 GOREFI 2021		
		Total	48,900.00	48,900.00

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ALL Posted From: 5/01/2023 From Account:  
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---- Journal Entry ----

Number	Date		Debit	Credit
JE-8316	5/11/2023	Header account used instead of expense		
100-00-51440-000-000		ELECTIONS		2,548.83
		Reclass election expense		
100-00-51440-350-000		Other Expenses & Supplies	2,548.83	
		Reclass election expense		
		Total	2,548.83	2,548.83
JE-8317	5/17/2023	Reverse JE-8313 (spreader)		
100-00-53000-311-380		Equipment; Repairs/Maintenance	3,500.00	
		Spreader not for Bike and walk path		
100-00-11102-000-000		POOLED CASH		3,500.00
		Spreader not for Bike and walk path		
		Total	3,500.00	3,500.00
JE-8318	5/23/2023	Reclass Expense - Wrong Account Number		
601-00-53600-632-002		Capital Projects		191.38
		Reclass Expense - Wrong Account Number		
601-00-53600-632-001		Operation Supplies & Expenses	191.38	
		Reclass Expense - Wrong Account Number		
		Total	191.38	191.38
JE-8319	5/23/2023	Reclass Expense - Wrong account number		
100-00-55000-200-380		Equipment Repairs		215.53
		Reclass Expense - Wrong account number		
100-00-53000-311-380		Equipment; Repairs/Maintenance	215.53	
		Reclass Expense - Wrong Account Number		
100-00-55000-200-380		Equipment Repairs		1,009.00
		Reclass Expense - Wrong Account Number		
100-00-53000-311-380		Equipment; Repairs/Maintenance	1,009.00	
		Reclass Expense - Wrong Account Number		
100-00-55000-200-397		Maintenance - Friendship Park		80.00
		Reclass Expense - Wrong Account Number		
100-00-55000-200-361		Maintenance Supplies	80.00	
		Reclass Expense - Wrong Account Number		
100-00-55000-200-397		Maintenance - Friendship Park		80.00
		Reclass Expense - Wrong Account Number		
100-00-55000-200-361		Maintenance Supplies	80.00	
		Reclass Expense - Wrong Account Number		

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---- Journal Entry ----

Number	Date		Debit	Credit
100-00-55000-200-386		Maintenance-General/Paths - MU		58.56
		Reclass Expense - Wrong Account Number		
100-00-55000-200-361		Maintenance Supplies	58.56	
		Reclass Expense - Wrong Account Number		
100-00-55000-200-140		Parks Dept Physicals		110.00
		Reclass Expense - Wrong Account Number		
100-00-53000-311-130		PW Employees Physicals	110.00	
		Reclass Expense - Wrong Account Number		
100-00-53000-311-381		Traffic Signal Maintenance		4,229.96
		Reclass Expense - Wrong Account Number		
100-00-53000-311-382		Traffic Signal Major Repairs	4,229.96	
		Reclass Expense - Wrong Account Number		
		Total	5,783.05	5,783.05

JE-8320 5/23/2023 Reclass Expense - Wrong Account Number

100-00-55000-200-380		Equipment Repairs		12.70
		Reclass Expense - Wrong Account Number		
100-00-55000-200-380		Equipment Repairs		12.69
		Reclass Expense - Wrong Account Number		
100-00-55000-200-380		Equipment Repairs		8.54
		Reclass Expense - Wrong Account Number		
650-00-53650-851-008		Equipment Parts & Maintenance	16.96	
		Reclass Expense - Wrong Account Number		
601-00-53600-632-001		Operation Supplies & Expenses	16.97	
		Reclass Expense - Wrong Account Number		
100-00-11102-000-000		POOLED CASH	33.93	
		Reclass Expense - Wrong Account Number		
601-00-11102-000-000		POOLED CASH		16.97
		Reclass Expense - Wrong Account Number		
650-00-11102-000-000		POOLED CASH		16.96
		Reclass Expense - Wrong Account Number		
		Total	67.86	67.86

JE-8321 5/23/2023 Spreader reclass - Original JE-8313

250-00-57300-000-000		Bike and Walkway Outlay		3,500.00
		Spreader reclass - Original JE-8313		
250-00-11102-000-000		POOLED CASH	3,500.00	
		Spreader reclass - Original JE-8313		
		Total	3,500.00	3,500.00

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ALL Posted From: 5/01/2023 From Account:  
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---- Journal Entry ----

Number	Date		Debit	Credit
JE-8322	5/23/2023	Reverse Bobcat JE-8313		
750-00-51000-001-000		Equipment Purchases	72,021.31	
		Reverse Bobcat JE-8313		
750-00-11102-000-000		POOLED CASH		72,021.31
		Reverse Bobcat JE-8313		
250-00-57300-000-000		Bike and Walkway Outlay		72,021.31
		Reverse Bobcat JE-8313		
250-00-11102-000-000		POOLED CASH	72,021.31	
		Reverse Bobcat JE-8313		
Total			144,042.62	144,042.62
JE-8323	5/23/2023	Insurance Check for Traffic Signal		
100-00-48400-000-000		Insurance Claim Proceeds	6,276.46	
		Insurance Check for Traffic Signal		
100-00-53000-311-381		Traffic Signal Maintenance		6,276.46
		Insurance Check for Traffic Signal		
Total			6,276.46	6,276.46
JE-8324	5/26/2023	Reclass Patient Care		
100-00-52000-310-329		Service/Standby Fee		1,650.00
		Reclass Patient Care		
100-00-52000-310-329		Service/Standby Fee		1,700.00
		Reclass Patient Care		
100-00-52000-310-329		Service/Standby Fee		1,800.00
		Reclass Patient Care		
100-00-52000-310-210		Outside Services	1,650.00	
		Reclass Patient Care		
100-00-52000-310-210		Outside Services	1,700.00	
		Reclass Patient Care		
100-00-52000-310-210		Outside Services	1,800.00	
		Reclass Patient Care		
100-00-52000-310-329		Service/Standby Fee		5,150.00
		Reclass Patient Care		
100-00-52000-310-210		Outside Services	5,150.00	
		Reclass Patient Care		
Total			10,300.00	10,300.00

JE-8325 5/26/2023 Reclass Check #33756

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---- Journal Entry ----

Number	Date		Debit	Credit
260-00-55200-007-000		FD Donation Exp - 5K Run Reclass Check #33756	210.00	
260-00-55200-900-000		FD Donation Exp - Other Reclass Check #33756		210.00
Total			210.00	210.00

JE-8326 5/26/2023 Combine Accounts

270-00-52200-383-000		Fire Tools Outlay Combine Accounts		8,390.00
270-00-52200-811-000		Outlay-Fire Equipment Combine Accounts	8,390.00	
Total			8,390.00	8,390.00

JE-8327 5/26/2023 Reclass Bank Fee/Penalties

270-00-52200-815-000		Bank and Investment Fees Reclass Bank Fee/Penalties		73.68
270-00-11102-000-000		POOLED CASH Reclass Bank Fee/Penalties	73.68	
270-00-52200-815-000		Bank and Investment Fees Reclass Bank Fee/Penalties		16.02
270-00-11102-000-000		POOLED CASH Reclass Bank Fee/Penalties	16.02	
100-00-52000-201-350		Office Expenses & Supplies Reclass Bank Fee/Penalties	73.68	
100-00-11102-000-000		POOLED CASH Reclass Bank Fee/Penalties		73.68
100-00-52000-201-350		Office Expenses & Supplies Reclass Bank Fee/Penalties	16.02	
100-00-11102-000-000		POOLED CASH Reclass Bank Fee/Penalties		16.02
Total			179.40	179.40

JE-8328 5/26/2023 Reclass Vehicle Maint.

100-00-52000-201-381		Vehicle Maintenance Reclass Vehicle Maint.		182.51
100-00-52000-201-381		Vehicle Maintenance Reclass Vehicle Maint.		17.98
100-00-52000-201-380		Equipment Repairs/Maintenance Reclass Vehicle Maint.	182.51	

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ALL Posted From: 5/01/2023 From Account:  
Thru: 5/31/2023 Thru Account:

---- Journal Entry ----

Number	Date		Debit	Credit
100-00-52000-201-380		Equipment Repairs/Maintenance	17.98	
		Reclass Vehicle Maint.		
		Total	200.49	200.49

JE-8329 5/26/2023 Reclass Ch#36523				
100-00-52000-201-383		Field Tools Outlay		810.50
		Reclass Check #36523		
100-00-11102-000-000		POOLED CASH	810.50	
		Reclass Check #36523		
270-00-52200-811-000		Outlay-Fire Equipment	810.50	
		Reclass Check #36523		
270-00-11102-000-000		POOLED CASH		810.50
		Reclass Check #36523		
		Total	1,621.00	1,621.00

JE-8330 5/26/2023 Reclass Building Maint.				
100-00-55000-200-397		Maintenance - Friendship Park		47.79
		Reclass Building Maint.		
100-00-51600-389-000		Maintenance	47.79	
		Reclass Building Maint.		
		Total	47.79	47.79

JE-8331 5/30/2023 Wire to LGIP				
601-00-11102-000-000		POOLED CASH		1,082,748.78
		Wire to LGIP		
601-00-11310-000-000		LGIP - General	1,082,748.78	
		Wire to LGIP		
650-00-11102-000-000		POOLED CASH		782,789.60
		Wire to LGIP		
650-00-11310-000-000		LGIP - General	782,789.60	
		Wire to LGIP		
250-00-11102-000-000		POOLED CASH		65,000.00
		Wire to LGIP		
250-00-11310-000-000		LGIP - General	65,000.00	
		Wire to LGIP		
		Total	1,930,538.38	1,930,538.38

JE-8332 5/30/2023 Transfer Funds to Checking from Savings				
100-00-11102-000-000		POOLED CASH	200,000.00	
		Transfer Funds to Checking from Savings		



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ALL Posted From: 5/01/2023 From Account:  
Thru: 5/31/2023 Thru Account:

---- Journal Entry ----

Number	Date		Debit	Credit
100-00-11108-000-000		INCREDIBLE BANK SVGS - TAXES		200,000.00
		Transfer Funds to Checking from Savings		
		Total	200,000.00	200,000.00

JE-8333 5/30/2023 Check 32589 - 11/30/2020 - Bobcat				
250-00-11102-000-000		POOLED CASH		72,021.31
		Check 32589 - 11/30/2020 - Bobcat		
250-00-25450-000-000		Due to Equip Replacement #750	72,021.31	
		Check 32589 - 11/30/2020 - Bobcat		
750-00-49250-000-000		Transfer from Parks Fund		72,021.31
		Check 32589 - 11/30/2020 - Bobcat		
750-00-11102-000-000		POOLED CASH	72,021.31	
		Check 32589 - 11/30/2020 - Bobcat		
		Total	144,042.62	144,042.62

JE-8334 5/31/2023 Tax Savings Account - May Interest				
100-00-11108-000-000		INCREDIBLE BANK SVGS - TAXES	6,749.40	
		Tax Savings Account - May Interest		
350-00-11108-000-000		Tax Collection Savings Account	1,075.22	
		Tax Savings Account - May Interest		
410-00-11108-000-000		Tax Collection Savings Account	1,224.96	
		Tax Savings Account - May Interest		
451-00-11108-000-000		Incredible Tax Savings	1,906.84	
		Tax Savings Account - May Interest		
452-00-11108-000-000		Incredible Bk - Tax Savings	528.32	
		Tax Savings Account - May Interest		
453-00-11108-000-000		Incredible Bk - Tax Savings	754.58	
		Tax Savings Account - May Interest		
454-00-11108-000-000		Incredible Bk - Tax Savings	47.77	
		Tax Savings Account - May Interest		
750-00-11108-000-000		Incredible Tax Savings	8.91	
		Tax Savings Account - May Interest		
100-00-48000-001-100		Interest Earned on Investments		6,749.40
		Tax Savings Account - May Interest		
350-00-48000-003-000		Interest Earned on Investments		1,075.22
		Tax Savings Account - May Interest		
451-00-48000-001-000		Interest on Investments		1,906.84
		Tax Savings Account - May Interest		

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ALL Posted From: 5/01/2023 From Account:  
Thru: 5/31/2023 Thru Account:

---- Journal Entry ----

Number	Date		Debit	Credit
452-00-48000-001-000		Interest Earned on Investments		528.32
		Tax Savings Account - May Interest		
453-00-48000-001-000		Interest on Investments		754.58
		Tax Savings Account - May Interest		
454-00-48000-001-000		Interest on Investments		47.77
		Tax Savings Account - May Interest		
410-00-48000-001-000		Interest Earned on Investments		1,224.96
		Tax Savings Account - May Interest		
750-00-48000-001-100		Interest Earned on Investments		8.91
		Tax Savings Account - May Interest		
		Total	12,296.00	12,296.00

JE-8335 5/31/2023 Rounding

100-00-11108-000-000		INCREDIBLE BANK SVGS - TAXES	0.01	
		Rounding		
100-00-48000-001-100		Interest Earned on Investments		0.01
		Rounding		
		Total	0.01	0.01

JE-8336 5/31/2023 Interest/Dividend - May

100-00-11325-000-000		Valley Communities Cr. Union	5.04	
		Interest/Dividend - May		
100-00-48000-001-100		Interest Earned on Investments		5.04
		Interest/Dividend - May		
		Total	5.04	5.04

JE-8337 5/31/2023 Square & Analysis Fee

260-00-55200-900-000		FD Donation Exp - Other	35.00	
		Square, Inc		
260-00-11102-000-000		POOLED CASH		35.00
		Square Inc		
100-00-51400-000-000		Bank & Investment Fees	32.50	
		Analysis Fee		
100-00-11102-000-000		POOLED CASH		32.50
		Analysis Fee		
601-00-53600-903-003		Bank Fees	16.25	
		Analysis Fee		
601-00-11102-000-000		POOLED CASH		16.25
		Analysis Fee		

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ALL Posted From: 5/01/2023 From Account:  
Thru: 5/31/2023 Thru Account:

---- Journal Entry ----

Number	Date		Debit	Credit
650-00-53650-851-007		Bank Fees	16.25	
		Analysis Fee		
650-00-11102-000-000		POOLED CASH		16.25
		Analysis Fee		
Total			100.00	100.00

JE-8338 5/15/2023 EMS Flex Grant				
100-00-11102-000-000		POOLED CASH	71,500.00	
		EMS Flex Grant		
100-00-52000-301-370		EMS Grant Expense		71,500.00
		EMS Flex Grant		
Total			71,500.00	71,500.00

JE-8339 5/01/2023 Personal Property Aid				
452-00-11102-000-000		POOLED CASH	2,495.22	
		Personal Property Aid		
452-00-43670-000-000		Personal Property State Aid		2,495.22
		Personal Property Aid		
453-00-11102-000-000		POOLED CASH	533.91	
		Personal Property Aid		
453-00-43670-000-000		Personal Property State Aid		533.91
		Personal Property Aid		
454-00-11102-000-000		POOLED CASH	361.75	
		Personal Property Aid		
454-00-43670-000-000		Personal Property State Aid		361.75
		Personal Property Aid		
Total			3,390.88	3,390.88

JE-8340 5/31/2023 LGIP - Interest				
601-00-11310-000-000		LGIP - General	91.02	
		LGIP - Interest		
100-00-11310-000-000		LGIP - General	365.44	
		LGIP - Interest		
650-00-11310-000-000		LGIP - General	54.93	
		LGIP - Interest		
250-00-11310-000-000		LGIP - General	17.85	
		LGIP - Interest		
601-00-11310-000-000		LGIP - General	206.73	
		LGIP - Interest		

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ALL Posted From: 5/01/2023 From Account:  
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---- Journal Entry ----

Number	Date		Debit	Credit
650-00-11310-000-000		LGIP - General	160.05	
		LGIP - Interest		
451-00-11310-000-000		LGIP - General	106.62	
		LGIP - Interest		
452-00-11310-000-000		LGIP - General	0.38	
		LGIP - Interest		
454-00-11310-000-000		LGIP - General	45.73	
		LGIP - Interest		
601-00-41900-000-000		Interest on Investments		91.02
		LGIP - Interest		
100-00-48000-001-100		Interest Earned on Investments		365.44
		LGIP - Interest		
650-00-48000-001-100		Interest On Investments		54.93
		LGIP - Interest		
250-00-48130-000-000		Interest Earned on Investments		17.85
		LGIP - Interest		
601-00-41900-000-000		Interest on Investments		206.73
		LGIP - Interest		
650-00-48000-001-100		Interest On Investments		160.05
		LGIP - Interest		
451-00-48000-001-000		Interest on Investments		106.62
		LGIP - Interest		
452-00-48000-001-000		Interest Earned on Investments		0.38
		LGIP - Interest		
454-00-48000-001-000		Interest on Investments		45.73
		LGIP - Interest		
<b>Total</b>			<b>1,048.75</b>	<b>1,048.75</b>

JE-8341 5/01/2023 Personal Property Aid

100-00-11102-000-000		POOLED CASH	15,505.25	
		Personal Property Aid		
100-00-43670-000-000		Personal Property State Aid		15,505.25
		Personal Property Aid		
<b>Total</b>			<b>15,505.25</b>	<b>15,505.25</b>

JE-8343 5/25/2023 Chargeback

650-00-13825-142-000		Customer Accounts Receivable	39.58	
		Chargeback		

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ALL Posted From: 5/01/2023 From Account:  
Thru: 5/31/2023 Thru Account:

---- Journal Entry ----

Number	Date		Debit	Credit
650-00-11102-000-000		POOLED CASH		39.58
		Chargeback		
601-00-13825-142-000		Customer Accounts Receivable	39.59	
		Chargeback		
601-00-11102-000-000		POOLED CASH		39.59
		Chargeback		
Total			79.17	79.17

JE-8344 5/31/2023 Interest

100-00-11102-000-000		POOLED CASH	776.74	
		May Interest		
250-00-11102-000-000		POOLED CASH	16.45	
		May Interest		
260-00-11102-000-000		POOLED CASH	145.12	
		May Interest		
270-00-11102-000-000		POOLED CASH	227.97	
		May Interest		
350-00-11102-000-000		POOLED CASH	13.91	
		May Interest		
410-00-11102-000-000		POOLED CASH	1,385.01	
		May Interest		
452-00-11102-000-000		POOLED CASH	3,542.97	
		May Interest		
453-00-11102-000-000		POOLED CASH	357.84	
		May Interest		
454-00-11102-000-000		POOLED CASH	4.11	
		May Interest		
601-00-11102-000-000		POOLED CASH	2,687.51	
		May Interest		
650-00-11102-000-000		POOLED CASH	2,223.16	
		May Interest		
500-00-11102-000-000		POOLED CASH	12.62	
		May Interest		
750-00-11102-000-000		POOLED CASH	1,297.24	
		May Interest		
100-00-48000-001-100		Interest Earned on Investments		776.74
		May Interest		
250-00-48130-000-000		Interest Earned on Investments		16.45
		May Interest		

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ALL Posted From: 5/01/2023 From Account:  
Thru: 5/31/2023 Thru Account:

---- Journal Entry ----

Number	Date		Debit	Credit
260-00-48000-001-000		Interest Earned on Investments		145.12
		May Interest		
270-00-48100-000-000		Interest on Investments		227.97
		May Interest		
350-00-48000-001-000		Loan Proceeds		13.91
		May Interest		
410-00-48000-001-000		Interest Earned on Investments		1,385.01
		May Interest		
452-00-48000-001-000		Interest Earned on Investments		3,542.97
		May Interest		
453-00-48000-001-000		Interest on Investments		357.84
		May Interest		
454-00-48000-001-000		Interest on Investments		4.11
		May Interest		
601-00-41900-000-000		Interest on Investments		2,687.51
		May Interest		
650-00-48000-001-100		Interest On Investments		2,223.16
		May Interest		
500-00-48000-001-100		Interest on Investments		12.62
		May Interest		
750-00-48000-001-100		Interest Earned on Investments		1,297.24
		May Interest		
		Total	12,690.65	12,690.65

JE-8345 5/31/2023 Reclass Interest

350-00-48000-001-000		Loan Proceeds	151.30	
		April Interest		
350-00-48000-003-000		Interest Earned on Investments		151.30
		April Interest		
350-00-48000-001-000		Loan Proceeds	13.91	
		May Interest		
350-00-48000-003-000		Interest Earned on Investments		13.91
		May Interest		
		Total	165.21	165.21

PAYROLL 5/04/2023 Payroll Fringe Benefits - Social Security

100-00-51427-110-111		FICA Tax - Acct Clerk	137.08	
		ACCT CLERK Fringes		

ALL Posted From: 5/01/2023 From Account:  
Thru: 5/31/2023 Thru Account:

---- Journal Entry ----

Number	Date		Debit	Credit
100-00-51423-110-111		FICA Tax - AA ADMIN ASST-REC Fringes	83.02	
100-00-52000-400-134		FICA-Building Inspector BLDG INSPECT Fringes	31.65	
100-00-51420-110-111		FICA Tax - Zoning Admin CD/ZONING ADMIN Fringes	136.98	
100-00-55000-200-041		FICA Tax - CDD/ZA CDD/ZA-Parks Fringes	9.29	
221-00-51250-110-111		FICA Tax - Court Clerk COURT CLERK Fringes	55.16	
221-00-51200-100-111		Judge FICA Tax COURT JUDGE Fringes	28.42	
100-00-52000-110-111		FICA Tax - Crossing Guard CROSS GUARD Fringes	14.88	
100-00-51600-111-000		FICA - Cleaning & Snow Removal CUSTODIAL Fringes	24.04	
100-00-51422-110-111		FICA Tax - Deputy Clerk DEP CLERK Fringes	21.33	
601-00-53600-640-002		PW Director Dist FICA DPW DISTRIBUTIO Fringes	5.42	
601-00-53600-906-002		PW Director FICA Information DPW INFORMATION Fringes	5.42	
601-00-53600-930-006		PW Director FICA Misc DPW MISC Fringes	5.42	
601-00-53600-620-002		PW Director FICA-Water DPW PUMPING Fringes	5.42	
100-00-53000-302-111		FICA Tax - PW Director DPW PW Fringes	36.17	
451-00-51410-302-111		FICA Taxes DPW TIF1 Fringes	9.06	
452-00-51410-302-111		FICA Taxes DPW TIF2 Fringes	18.12	
453-00-51410-302-111		FICA Taxes DPW TIF3 Fringes	1.51	
454-00-51410-302-111		FICA Taxes DPW TIF4 Fringes	1.51	
650-00-53560-850-012		PW Director FICA GG SEWER WAGES Fringes	61.55	

ALL Posted From: 5/01/2023 From Account:  
Thru: 5/31/2023 Thru Account:

---- Journal Entry ----

Number	Date		Debit	Credit
601-00-53600-920-006		PW Director FICA Billing AG GG WATER WAGES Fringes	39.86	
100-00-52000-120-211		FICA Tax - FT Officers IMPUTED INCOME Fringes	5.25	
100-00-55000-200-115		Parks Dept FICA Taxes PARKS Fringes	83.72	
100-00-52000-120-411		FICA Tax - Police Clerk PD CLERK Fringes	60.06	
100-00-52000-120-231		Health Insurance - FT Officers PD INS OPT OUT Fringes	46.50	
100-00-52000-120-151		FICA - Lieutenant PD Lieutenant Fringes	219.28	
100-00-52000-120-211		FICA Tax - FT Officers PD OFF CallTime Fringes	9.79	
100-00-52000-120-211		FICA Tax - FT Officers PD OFF SHIFT PA Fringes	10.18	
100-00-52000-120-211		FICA Tax - FT Officers PD OFFI HOLIDAY Fringes	0.09	
100-00-52000-120-211		FICA Tax - FT Officers PD OFFICER FT Fringes	1,222.56	
100-00-52000-120-234		OT FICA Tax - FT Officers PD OFFICER OT Fringes	40.62	
100-00-52000-120-221		FICA Tax - PT Officers PD OFFICER PT Fringes	10.40	
100-00-52000-120-445		FICA Tax - Prop Room Mgr PD Prop Rm Cust Fringes	22.88	
100-00-52800-100-111		PFC Clerk FICA Tax PFC CLERK Fringes	7.35	
100-00-51425-110-111		FICA Tax - Plan Tech PLAN TECH Fringes	64.22	
100-00-55000-200-046		FICA Tax - Plan Tech PLN TCH-PARKS Fringes	5.71	
100-00-52000-120-111		FICA Tax - Police Chief POLICE CHIEF Fringes	233.22	
100-00-53000-311-134		SS FICA - PW Crew Gen/Call PUBLIC WKS CREW Fringes	596.43	
451-00-51410-302-111		FICA Taxes RDA-TIF 1 WAGES Fringes	0.86	



ALL Posted From: 5/01/2023 From Account:  
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---- Journal Entry ----

Number	Date		Debit	Credit
452-00-51410-302-111		FICA Taxes	1.71	
		RDA-TIF2 WAGES Fringes		
453-00-51410-302-111		FICA Taxes	0.14	
		RDA-TIF3 WAGES Fringes		
454-00-51410-302-111		FICA Taxes	0.14	
		RDA-TIF4 WAGES Fringes		
650-00-53560-850-007		Utilities Clerk FICA	42.67	
		SEWER SALARIES Fringes		
100-00-51520-110-111		FICA Tax - Treasurer	130.02	
		TREASURER Fringes		
650-00-53560-850-016		Utility Operators FICA	7.52	
		UTLTY SWR ONCAL Fringes		
650-00-53560-850-016		Utility Operators FICA	318.30	
		UTLTY SWR OPRTR Fringes		
650-00-53560-850-016		Utility Operators FICA	2.71	
		UTLTY SWR STPND Fringes		
601-00-53600-620-009		Utility Op-Paid On Call FICA	7.52	
		UTLTY WTR ONCAL Fringes		
601-00-53600-620-006		Utility Operator FICA Water	186.21	
		UTLTY WTR OPRTR Fringes		
650-00-53560-850-016		Utility Operators FICA	8.12	
		UTLTY WTR STPND Fringes		
650-00-53560-850-016		Utility Operators FICA	7.89	
		UTLY SEWR OP OT Fringes		
601-00-53600-920-004		Utility Op FICA Billing AG	13.46	
		UTLY WTR ADMIN Fringes		
601-00-53600-640-004		Utility Operator Dist FICA	13.46	
		UTLY WTR DISTR Fringes		
601-00-53600-906-006		Utility Operator FICA Informa	15.38	
		UTLY WTR INFORM Fringes		
601-00-53600-930-008		Utility Op FICA Misc	13.46	
		UTLY WTR MISC Fringes		
100-00-51000-108-112		FICA Tax - Village Board	105.40	
		VILLAGE BOARD Fringes		
100-00-51421-110-111		FICA Tax - Clerk	118.26	
		VILLAGE CLERK Fringes		
601-00-53600-902-002		Utility Clerk FICA Billing	10.66	
		WAT UT BILLING Fringes		

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ALL Posted From: 5/01/2023 From Account:  
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---- Journal Entry ----

Number	Date		Debit	Credit
601-00-53600-920-002		Utility Clerk FICA Billing AG WAT UT EXP Fringes	10.66	
601-00-53600-906-004		Utility Clerk FICA Information WAT UT INFORMAT Fringes	10.66	
601-00-53600-930-004		Utility Clerk FICA Misc WAT UT MISC Fringes	10.66	
100-00-21511-000-000		Social Security Taxes Social Security Fringes		4,405.44
100-00-11102-000-000		POOLED CASH Due From 221 To 100	83.58	
221-00-11102-000-000		POOLED CASH Due To 100 From 221		83.58
100-00-11102-000-000		POOLED CASH Due From 451 To 100	9.92	
451-00-11102-000-000		POOLED CASH Due To 100 From 451		9.92
100-00-11102-000-000		POOLED CASH Due From 452 To 100	19.83	
452-00-11102-000-000		POOLED CASH Due To 100 From 452		19.83
100-00-11102-000-000		POOLED CASH Due From 453 To 100	1.65	
453-00-11102-000-000		POOLED CASH Due To 100 From 453		1.65
100-00-11102-000-000		POOLED CASH Due From 454 To 100	1.65	
454-00-11102-000-000		POOLED CASH Due To 100 From 454		1.65
100-00-11102-000-000		POOLED CASH Due From 601 To 100	353.67	
601-00-11102-000-000		POOLED CASH Due To 100 From 601		353.67
100-00-11102-000-000		POOLED CASH Due From 650 To 100	448.76	
650-00-11102-000-000		POOLED CASH Due To 100 From 650		448.76
		Total	5,324.50	5,324.50

PAYROLL 5/04/2023 Payroll Fringe Benefits - Medicare

ALL Posted From: 5/01/2023 From Account:  
Thru: 5/31/2023 Thru Account:

---- Journal Entry ----

Number	Date		Debit	Credit
100-00-51427-110-111		FICA Tax - Acct Clerk ACCT CLERK Fringes	32.06	
100-00-51423-110-111		FICA Tax - AA ADMIN ASST-REC Fringes	19.42	
100-00-52000-400-134		FICA-Building Inspector BLDG INSPECT Fringes	7.40	
100-00-51420-110-111		FICA Tax - Zoning Admin CD/ZONING ADMIN Fringes	32.03	
100-00-55000-200-041		FICA Tax - CDD/ZA CDD/ZA-Parks Fringes	2.17	
221-00-51250-110-111		FICA Tax - Court Clerk COURT CLERK Fringes	12.90	
221-00-51200-100-111		Judge FICA Tax COURT JUDGE Fringes	6.65	
100-00-52000-110-111		FICA Tax - Crossing Guard CROSS GUARD Fringes	3.48	
100-00-51600-111-000		FICA - Cleaning & Snow Removal CUSTODIAL Fringes	5.62	
100-00-51422-110-111		FICA Tax - Deputy Clerk DEP CLERK Fringes	4.99	
601-00-53600-640-002		PW Director Dist FICA DPW DISTRIBUTIO Fringes	1.27	
601-00-53600-906-002		PW Director FICA Information DPW INFORMATION Fringes	1.27	
601-00-53600-930-006		PW Director FICA Misc DPW MISC Fringes	1.27	
601-00-53600-620-002		PW Director FICA-Water DPW PUMPING Fringes	1.27	
100-00-53000-302-111		FICA Tax - PW Director DPW PW Fringes	8.45	
451-00-51410-302-111		FICA Taxes DPW TIF1 Fringes	2.12	
452-00-51410-302-111		FICA Taxes DPW TIF2 Fringes	4.24	
453-00-51410-302-111		FICA Taxes DPW TIF3 Fringes	0.36	
454-00-51410-302-111		FICA Taxes DPW TIF4 Fringes	0.36	

ALL Posted From: 5/01/2023 From Account:  
Thru: 5/31/2023 Thru Account:

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Number	Date		Debit	Credit
650-00-53560-850-012		PW Director FICA	14.39	
		GG SEWER WAGES Fringes		
601-00-53600-920-006		PW Director FICA Billing AG	9.32	
		GG WATER WAGES Fringes		
100-00-52000-120-211		FICA Tax - FT Officers	1.23	
		IMPUTED INCOME Fringes		
100-00-55000-200-115		Parks Dept FICA Taxes	19.58	
		PARKS Fringes		
100-00-52000-120-411		FICA Tax - Police Clerk	14.04	
		PD CLERK Fringes		
100-00-52000-120-231		Health Insurance - FT Officers	10.86	
		PD INS OPT OUT Fringes		
100-00-52000-120-151		FICA - Lieutenant	51.28	
		PD Lieutenant Fringes		
100-00-52000-120-211		FICA Tax - FT Officers	2.29	
		PD OFF CallTime Fringes		
100-00-52000-120-211		FICA Tax - FT Officers	2.39	
		PD OFF SHIFT PA Fringes		
100-00-52000-120-211		FICA Tax - FT Officers	0.02	
		PD OFFI HOLIDAY Fringes		
100-00-52000-120-211		FICA Tax - FT Officers	285.92	
		PD OFFICER FT Fringes		
100-00-52000-120-234		OT FICA Tax - FT Officers	9.50	
		PD OFFICER OT Fringes		
100-00-52000-120-221		FICA Tax - PT Officers	2.43	
		PD OFFICER PT Fringes		
100-00-52000-120-445		FICA Tax - Prop Room Mgr	5.35	
		PD Prop Rm Cust Fringes		
100-00-52800-100-111		PFC Clerk FICA Tax	1.72	
		PFC CLERK Fringes		
100-00-51425-110-111		FICA Tax - Plan Tech	15.02	
		PLAN TECH Fringes		
100-00-55000-200-046		FICA Tax - Plan Tech	1.34	
		PLN TCH-PARKS Fringes		
100-00-52000-120-111		FICA Tax - Police Chief	54.54	
		POLICE CHIEF Fringes		
100-00-53000-311-134		SS FICA - PW Crew Gen/Call	139.49	
		PUBLIC WKS CREW Fringes		

ALL Posted From: 5/01/2023 From Account:  
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---- Journal Entry ----

Number	Date		Debit	Credit
451-00-51410-302-111		FICA Taxes	0.20	
		RDA-TIF 1 WAGES Fringes		
452-00-51410-302-111		FICA Taxes	0.40	
		RDA-TIF2 WAGES Fringes		
453-00-51410-302-111		FICA Taxes	0.03	
		RDA-TIF3 WAGES Fringes		
454-00-51410-302-111		FICA Taxes	0.03	
		RDA-TIF4 WAGES Fringes		
650-00-53560-850-007		Utilities Clerk FICA	9.99	
		SEWER SALARIES Fringes		
100-00-51520-110-111		FICA Tax - Treasurer	30.41	
		TREASURER Fringes		
650-00-53560-850-016		Utility Operators FICA	1.76	
		UTLTY SWR ONCAL Fringes		
650-00-53560-850-016		Utility Operators FICA	74.44	
		UTLTY SWR OPRTR Fringes		
650-00-53560-850-016		Utility Operators FICA	0.63	
		UTLTY SWR STPND Fringes		
601-00-53600-620-009		Utility Op-Paid On Call FICA	1.76	
		UTLTY WTR ONCAL Fringes		
601-00-53600-906-006		Utility Operator FICA Informa	43.55	
		UTLTY WTR OPRTR Fringes		
650-00-53560-850-016		Utility Operators FICA	1.90	
		UTLTY WTR STPND Fringes		
650-00-53560-850-016		Utility Operators FICA	1.84	
		UTLY SEWR OP OT Fringes		
601-00-53600-920-004		Utility Op FICA Billing AG	3.15	
		UTLY WTR ADMIN Fringes		
601-00-53600-640-004		Utility Operator Dist FICA	3.15	
		UTLY WTR DISTR Fringes		
601-00-53600-906-006		Utility Operator FICA Informa	3.60	
		UTLY WTR INFORM Fringes		
601-00-53600-930-008		Utility Op FICA Misc	3.15	
		UTLY WTR MISC Fringes		
100-00-51000-108-112		FICA Tax - Village Board	24.67	
		VILLAGE BOARD Fringes		
100-00-51421-110-111		FICA Tax - Clerk	27.65	
		VILLAGE CLERK Fringes		

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ALL Posted From: 5/01/2023 From Account:  
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Number	Date		Debit	Credit
601-00-53600-902-002		Utility Clerk FICA Billing WAT UT BILLING Fringes	2.49	
601-00-53600-920-002		Utility Clerk FICA Billing AG WAT UT EXP Fringes	2.49	
601-00-53600-906-004		Utility Clerk FICA Information WAT UT INFORMAT Fringes	2.49	
601-00-53600-930-004		Utility Clerk FICA Misc WAT UT MISC Fringes	2.49	
100-00-21511-000-000		Social Security Taxes Medicare Fringes		1,030.31
100-00-11102-000-000		POOLED CASH Due From 221 To 100	19.55	
221-00-11102-000-000		POOLED CASH Due To 100 From 221		19.55
100-00-11102-000-000		POOLED CASH Due From 451 To 100	2.32	
451-00-11102-000-000		POOLED CASH Due To 100 From 451		2.32
100-00-11102-000-000		POOLED CASH Due From 452 To 100	4.64	
452-00-11102-000-000		POOLED CASH Due To 100 From 452		4.64
100-00-11102-000-000		POOLED CASH Due From 453 To 100	0.39	
453-00-11102-000-000		POOLED CASH Due To 100 From 453		0.39
100-00-11102-000-000		POOLED CASH Due From 454 To 100	0.39	
454-00-11102-000-000		POOLED CASH Due To 100 From 454		0.39
100-00-11102-000-000		POOLED CASH Due From 601 To 100	82.72	
601-00-11102-000-000		POOLED CASH Due To 100 From 601		82.72
100-00-11102-000-000		POOLED CASH Due From 650 To 100	104.95	
650-00-11102-000-000		POOLED CASH Due To 100 From 650		104.95

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---- Journal Entry ----

Number	Date		Debit	Credit
<b>Total</b>			<b>1,245.27</b>	<b>1,245.27</b>
<hr/>				
PAYROLL	5/04/2023	Payroll Fringe Benefits - Retirement		
100-00-51427-132-000		Retirement (WRS) - Acct Clerk ACCT CLERK Fringes	157.29	
100-00-51423-132-000		Retirement (WRS) - AA ADMIN ASST-REC Fringes	95.28	
100-00-52000-400-130		Retirement (WRS) BLDG INSPECT Fringes	36.27	
100-00-51420-132-000		Retirement (WRS) - Zoning Admi CD/ZONING ADMIN Fringes	154.31	
100-00-55000-200-042		Retirement (WRS) - CDD/ZA CDD/ZA-Parks Fringes	10.46	
221-00-51250-132-000		Retirement (WRS) - Court Clerk COURT CLERK Fringes	62.96	
100-00-51422-132-000		Retirement (WRS) - Deputy Cler DEP CLERK Fringes	24.49	
601-00-53600-926-008		PW Director Retire Operation DPW DISTRIBUTIO Fringes	6.28	
601-00-53600-926-008		PW Director Retire Operation DPW INFORMATION Fringes	6.28	
601-00-53600-926-008		PW Director Retire Operation DPW MISC Fringes	6.28	
601-00-53600-926-008		PW Director Retire Operation DPW PUMPING Fringes	6.28	
100-00-53000-302-132		Retirement (WRS) - PW Director DPW PW Fringes	41.83	
451-00-51410-302-132		Retirement (WRS) DPW TIF1 Fringes	3.93	
452-00-51410-302-132		Retirement (WRS) DPW TIF2 Fringes	7.85	
453-00-51410-302-132		Retirement (WRS) DPW TIF3 Fringes	0.65	
454-00-51410-302-132		Retirement (WRS) DPW TIF4 Fringes	0.65	
650-00-53560-850-014		PW Director Retirement GG SEWER WAGES Fringes	49.32	
601-00-53600-926-008		PW Director Retire Operation GG WATER WAGES Fringes	24.22	

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---- Journal Entry ----

Number	Date		Debit	Credit
100-00-52000-120-432		Retirement (WRS) - Police Clerk PD CLERK Fringes	68.56	
100-00-52000-120-231		Health Insurance - FT Officers PD INS OPT OUT Fringes	8.50	
100-00-52000-120-152		Retirement - Lieutenant PD Lieutenant Fringes	478.23	
100-00-52000-120-232		Retirement (WRS) - FT Officers PD OFF CallTime Fringes	20.88	
100-00-52000-120-232		Retirement (WRS) - FT Officers PD OFF SHIFT PA Fringes	21.20	
100-00-52000-120-232		Retirement (WRS) - FT Officers PD OFFI HOLIDAY Fringes	0.20	
100-00-52000-120-232		Retirement (WRS) - FT Officers PD OFFICER FT Fringes	2,469.42	
100-00-52000-120-237		Retirement OT - FT Officers PD OFFICER OT Fringes	86.60	
100-00-52800-100-131		PFC Clerk Retirement PFC CLERK Fringes	8.40	
100-00-51425-132-000		Retirement (WRS) - Plan Tech PLAN TECH Fringes	74.14	
100-00-55000-200-047		Retirement - Plan Tech PLN TCH-PARKS Fringes	6.59	
100-00-52000-120-132		Retirement (WRS) -Police Chief POLICE CHIEF Fringes	507.95	
100-00-53000-311-132		Retirement - PW Crew Genl/Call PUBLIC WKS CREW Fringes	677.04	
451-00-51410-302-132		Retirement (WRS) RDA-TIF 1 WAGES Fringes	0.99	
452-00-51410-302-132		Retirement (WRS) RDA-TIF2 WAGES Fringes	1.98	
453-00-51410-302-132		Retirement (WRS) RDA-TIF3 WAGES Fringes	0.16	
454-00-51410-302-132		Retirement (WRS) RDA-TIF4 WAGES Fringes	0.16	
650-00-53560-850-009		Utilities Clerk Retirement SEWER SALARIES Fringes	48.96	
650-00-53560-850-018		Utility Op Retirement UTLTY SWR ONCAL Fringes	8.50	



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ALL Posted From: 5/01/2023 From Account:  
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---- Journal Entry ----

Number	Date		Debit	Credit
650-00-53560-850-018		Utility Op Retirement UTLTY SWR OPRTR Fringes	350.09	
650-00-53560-850-018		Utility Op Retirement UTLTY SWR STPND Fringes	3.06	
601-00-53600-620-010		Utility Op-Paid On Call Retire UTLTY WTR ONCAL Fringes	8.50	
601-00-53600-926-010		Utility Op Retire Operation UTLTY WTR OPRTR Fringes	199.86	
650-00-53560-850-018		Utility Op Retirement UTLTY WTR STPND Fringes	9.18	
650-00-53560-850-018		Utility Op Retirement UTLY SEWR OP OT Fringes	8.91	
601-00-53600-620-010		Utility Op-Paid On Call Retire UTLY WTR ADMIN Fringes	15.22	
601-00-53600-620-010		Utility Op-Paid On Call Retire UTLY WTR DISTR Fringes	15.22	
601-00-53600-620-010		Utility Op-Paid On Call Retire UTLY WTR INFORM Fringes	17.39	
601-00-53600-620-010		Utility Op-Paid On Call Retire UTLY WTR MISC Fringes	15.22	
100-00-51421-132-000		Retirement (WRS) - Clerk VILLAGE CLERK Fringes	134.64	
601-00-53600-926-004		Utility Clerk Retire Operation WAT UT BILLING Fringes	12.25	
601-00-53600-926-004		Utility Clerk Retire Operation WAT UT EXP Fringes	12.25	
601-00-53600-926-004		Utility Clerk Retire Operation WAT UT INFORMAT Fringes	12.25	
601-00-53600-926-004		Utility Clerk Retire Operation WAT UT MISC Fringes	12.25	
100-00-21514-000-000		Wisconsin Retirement-PAYABLES Retirement Fringes		6,009.38
100-00-11102-000-000		POOLED CASH Due From 221 To 100	62.96	
221-00-11102-000-000		POOLED CASH Due To 100 From 221		62.96
100-00-11102-000-000		POOLED CASH Due From 451 To 100	4.92	

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ALL Posted From: 5/01/2023 From Account:  
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---- Journal Entry ----

Number	Date		Debit	Credit
451-00-11102-000-000		POOLED CASH		4.92
		Due To 100 From 451		
100-00-11102-000-000		POOLED CASH	9.83	
		Due From 452 To 100		
452-00-11102-000-000		POOLED CASH		9.83
		Due To 100 From 452		
100-00-11102-000-000		POOLED CASH	0.81	
		Due From 453 To 100		
453-00-11102-000-000		POOLED CASH		0.81
		Due To 100 From 453		
100-00-11102-000-000		POOLED CASH	0.81	
		Due From 454 To 100		
454-00-11102-000-000		POOLED CASH		0.81
		Due To 100 From 454		
100-00-11102-000-000		POOLED CASH	369.75	
		Due From 601 To 100		
601-00-11102-000-000		POOLED CASH		369.75
		Due To 100 From 601		
100-00-11102-000-000		POOLED CASH	478.02	
		Due From 650 To 100		
650-00-11102-000-000		POOLED CASH		478.02
		Due To 100 From 650		
Total			6,936.48	6,936.48

PAYROLL 5/18/2023 Payroll Fringe Benefits - Social Security

100-00-51427-110-111		FICA Tax - Acct Clerk	137.07	
		ACCT CLERK Fringes		
100-00-51423-110-111		FICA Tax - AA	81.99	
		ADMIN ASST-REC Fringes		
100-00-52000-400-134		FICA-Building Inspector	31.65	
		BLDG INSPECT Fringes		
100-00-51420-110-111		FICA Tax - Zoning Admin	136.98	
		CD/ZONING ADMIN Fringes		
100-00-55000-200-041		FICA Tax - CDD/ZA	9.29	
		CDD/ZA-Parks Fringes		
221-00-51250-110-111		FICA Tax - Court Clerk	55.16	
		COURT CLERK Fringes		
100-00-52000-110-111		FICA Tax - Crossing Guard	16.74	
		CROSS GUARD Fringes		

ALL Posted From: 5/01/2023 From Account:  
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---- Journal Entry ----

Number	Date		Debit	Credit
100-00-51600-111-000		FICA - Cleaning & Snow Removal CUSTODIAL Fringes	30.94	
100-00-51422-110-111		FICA Tax - Deputy Clerk DEP CLERK Fringes	21.33	
601-00-53600-640-002		PW Director Dist FICA DPW DISTRIBUTIO Fringes	11.00	
601-00-53600-906-002		PW Director FICA Information DPW INFORMATION Fringes	11.00	
601-00-53600-930-006		PW Director FICA Misc DPW MISC Fringes	11.00	
601-00-53600-620-002		PW Director FICA-Water DPW PUMPING Fringes	11.00	
100-00-53000-302-111		FICA Tax - PW Director DPW PW Fringes	73.37	
451-00-51410-302-111		FICA Taxes DPW TIF1 Fringes	9.11	
452-00-51410-302-111		FICA Taxes DPW TIF2 Fringes	18.20	
453-00-51410-302-111		FICA Taxes DPW TIF3 Fringes	1.52	
454-00-51410-302-111		FICA Taxes DPW TIF4 Fringes	1.52	
100-00-52000-201-111		FICA Tax - Fire Department FD ASST CHIEF Fringes	12.40	
100-00-52000-201-111		FICA Tax - Fire Department FD CAPTAIN Fringes	9.92	
100-00-52000-300-111		FICA Tax - First Responders FD DEP CH/EMS Fringes	31.00	
100-00-52000-201-111		FICA Tax - Fire Department FD FIRE CALLS Fringes	206.65	
270-00-52200-111-000		FICA - Fire Prevention FD INSP MTG Fringes	16.96	
270-00-52200-111-000		FICA - Fire Prevention FD INSP SCH/TRN Fringes	13.04	
270-00-52200-111-000		FICA - Fire Prevention FD INSPECTIONS Fringes	36.15	
100-00-52000-201-111		FICA Tax - Fire Department FD LIEUTENANT Fringes	7.56	

ALL Posted From: 5/01/2023 From Account:  
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---- Journal Entry ----

Number	Date		Debit	Credit
100-00-52000-201-111		FICA Tax - Fire Department FD OTHER Fringes	91.36	
100-00-52000-201-111		FICA Tax - Fire Department FD REG MTG Fringes	291.97	
100-00-52000-201-111		FICA Tax - Fire Department FD SCHOOL/TRAIN Fringes	379.23	
100-00-52000-300-111		FICA Tax - First Responders FR REG MTG Fringes	8.04	
100-00-52000-300-111		FICA Tax - First Responders FR RESP CALLS Fringes	121.82	
100-00-52000-300-111		FICA Tax - First Responders FR SALARIES Fringes	58.02	
100-00-52000-300-111		FICA Tax - First Responders FR SCHOOL/TRAIN Fringes	3.72	
650-00-53560-850-012		PW Director FICA GG SEWER WAGES Fringes	89.59	
601-00-53600-920-006		PW Director FICA Billing AG GG WATER WAGES Fringes	45.57	
100-00-52000-120-211		FICA Tax - FT Officers IMPUTED INCOME Fringes	5.25	
100-00-55000-200-115		Parks Dept FICA Taxes PARKS Fringes	145.02	
100-00-52000-120-411		FICA Tax - Police Clerk PD CLERK Fringes	60.06	
100-00-52000-120-231		Health Insurance - FT Officers PD INS OPT OUT Fringes	46.50	
100-00-52000-120-151		FICA - Lieutenant PD LT Call Time Fringes	0.21	
100-00-52000-120-151		FICA - Lieutenant PD Lieutenant Fringes	219.28	
100-00-52000-120-211		FICA Tax - FT Officers PD OFF CallTime Fringes	5.69	
100-00-52000-120-211		FICA Tax - FT Officers PD OFF SHIFT PA Fringes	10.60	
100-00-52000-120-211		FICA Tax - FT Officers PD OFFICER FT Fringes	1,235.42	
100-00-52000-120-234		OT FICA Tax - FT Officers PD OFFICER OT Fringes	6.15	

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ALL Posted From: 5/01/2023 From Account:  
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Number	Date		Debit	Credit
100-00-52000-120-445		FICA Tax - Prop Room Mgr PD Prop Rm Cust Fringes	22.32	
100-00-52800-100-111		PFC Clerk FICA Tax PFC CLERK Fringes	7.35	
100-00-51425-110-111		FICA Tax - Plan Tech PLAN TECH Fringes	64.22	
100-00-55000-200-046		FICA Tax - Plan Tech PLN TCH-PARKS Fringes	5.71	
100-00-52000-120-111		FICA Tax - Police Chief POLICE CHIEF Fringes	233.22	
100-00-53000-311-134		SS FICA - PW Crew Gen/Call PUBLIC WKS CREW Fringes	591.34	
100-00-53000-311-115		Public Works Crew OT FICA PW CRW CallTime Fringes	2.70	
451-00-51410-302-111		FICA Taxes RDA-TIF 1 WAGES Fringes	0.86	
452-00-51410-302-111		FICA Taxes RDA-TIF2 WAGES Fringes	1.71	
453-00-51410-302-111		FICA Taxes RDA-TIF3 WAGES Fringes	0.14	
454-00-51410-302-111		FICA Taxes RDA-TIF4 WAGES Fringes	0.14	
650-00-53560-850-007		Utilities Clerk FICA SEWER SALARIES Fringes	42.67	
100-00-51520-110-111		FICA Tax - Treasurer TREASURER Fringes	206.94	
650-00-53560-850-016		Utility Operators FICA UTLTY SWR ONCAL Fringes	28.90	
650-00-53560-850-016		Utility Operators FICA UTLTY SWR OPRTR Fringes	319.17	
650-00-53560-850-016		Utility Operators FICA UTLTY SWR STPND Fringes	10.46	
601-00-53600-620-009		Utility Op-Paid On Call FICA UTLTY WTR ONCAL Fringes	15.26	
601-00-53600-620-006		Utility Operator FICA Water UTLTY WTR OPRTR Fringes	176.22	
650-00-53560-850-016		Utility Operators FICA UTLTY WTR STPND Fringes	13.16	

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ALL Posted From: 5/01/2023 From Account:  
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---- Journal Entry ----

Number	Date		Debit	Credit
650-00-53560-850-016		Utility Operators FICA UTLY SEWR OP OT Fringes	4.33	
601-00-53600-920-004		Utility Op FICA Billing AG UTLY WTR ADMIN Fringes	13.46	
601-00-53600-640-004		Utility Operator Dist FICA UTLY WTR DISTR Fringes	13.46	
601-00-53600-906-006		Utility Operator FICA Informa UTLY WTR INFORM Fringes	15.38	
601-00-53600-930-008		Utility Op FICA Misc UTLY WTR MISC Fringes	13.46	
100-00-51421-110-111		FICA Tax - Clerk VILLAGE CLERK Fringes	118.26	
601-00-53600-902-002		Utility Clerk FICA Billing WAT UT BILLING Fringes	10.66	
601-00-53600-920-002		Utility Clerk FICA Billing AG WAT UT EXP Fringes	10.66	
601-00-53600-906-004		Utility Clerk FICA Information WAT UT INFORMAT Fringes	10.66	
601-00-53600-930-004		Utility Clerk FICA Misc WAT UT MISC Fringes	10.66	
601-00-53600-620-009		Utility Op-Paid On Call FICA WTR OP CALL TME Fringes	8.53	
100-00-21511-000-000		Social Security Taxes Social Security Fringes		5,798.06
100-00-11102-000-000		POOLED CASH Due From 221 To 100	55.16	
221-00-11102-000-000		POOLED CASH Due To 100 From 221		55.16
100-00-11102-000-000		POOLED CASH Due From 270 To 100	66.15	
270-00-11102-000-000		POOLED CASH Due To 100 From 270		66.15
100-00-11102-000-000		POOLED CASH Due From 451 To 100	9.97	
451-00-11102-000-000		POOLED CASH Due To 100 From 451		9.97
100-00-11102-000-000		POOLED CASH Due From 452 To 100	19.91	

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ALL Posted From: 5/01/2023 From Account:  
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---- Journal Entry ----

Number	Date		Debit	Credit
452-00-11102-000-000		POOLED CASH		19.91
		Due To 100 From 452		
100-00-11102-000-000		POOLED CASH	1.66	
		Due From 453 To 100		
453-00-11102-000-000		POOLED CASH		1.66
		Due To 100 From 453		
100-00-11102-000-000		POOLED CASH	1.66	
		Due From 454 To 100		
454-00-11102-000-000		POOLED CASH		1.66
		Due To 100 From 454		
100-00-11102-000-000		POOLED CASH	387.98	
		Due From 601 To 100		
601-00-11102-000-000		POOLED CASH		387.98
		Due To 100 From 601		
100-00-11102-000-000		POOLED CASH	508.28	
		Due From 650 To 100		
650-00-11102-000-000		POOLED CASH		508.28
		Due To 100 From 650		
<b>Total</b>			<b>6,848.83</b>	<b>6,848.83</b>

PAYROLL 5/18/2023 Payroll Fringe Benefits - Medicare

100-00-51427-110-111		FICA Tax - Acct Clerk	32.06	
		ACCT CLERK Fringes		
100-00-51423-110-111		FICA Tax - AA	19.17	
		ADMIN ASST-REC Fringes		
100-00-52000-400-134		FICA-Building Inspector	7.40	
		BLDG INSPECT Fringes		
100-00-51420-110-111		FICA Tax - Zoning Admin	32.03	
		CD/ZONING ADMIN Fringes		
100-00-55000-200-041		FICA Tax - CDD/ZA	2.17	
		CDD/ZA-Parks Fringes		
221-00-51250-110-111		FICA Tax - Court Clerk	12.90	
		COURT CLERK Fringes		
100-00-52000-110-111		FICA Tax - Crossing Guard	3.92	
		CROSS GUARD Fringes		
100-00-51600-111-000		FICA - Cleaning & Snow Removal	7.24	
		CUSTODIAL Fringes		
100-00-51422-110-111		FICA Tax - Deputy Clerk	4.99	
		DEP CLERK Fringes		

ALL Posted From: 5/01/2023 From Account:  
Thru: 5/31/2023 Thru Account:

---- Journal Entry ----

Number	Date		Debit	Credit
601-00-53600-640-002		PW Director Dist FICA DPW DISTRIBUTIO Fringes	2.57	
601-00-53600-906-002		PW Director FICA Information DPW INFORMATION Fringes	2.57	
601-00-53600-930-006		PW Director FICA Misc DPW MISC Fringes	2.57	
601-00-53600-620-002		PW Director FICA-Water DPW PUMPING Fringes	2.57	
100-00-53000-302-111		FICA Tax - PW Director DPW PW Fringes	17.16	
451-00-51410-302-111		FICA Taxes DPW TIF1 Fringes	2.13	
452-00-51410-302-111		FICA Taxes DPW TIF2 Fringes	4.26	
453-00-51410-302-111		FICA Taxes DPW TIF3 Fringes	0.36	
454-00-51410-302-111		FICA Taxes DPW TIF4 Fringes	0.36	
100-00-52000-201-111		FICA Tax - Fire Department FD ASST CHIEF Fringes	2.90	
100-00-52000-201-111		FICA Tax - Fire Department FD CAPTAIN Fringes	2.32	
100-00-52000-201-111		FICA Tax - Fire Department FD DEP CH/EMS Fringes	7.25	
100-00-52000-201-111		FICA Tax - Fire Department FD FIRE CALLS Fringes	48.35	
270-00-52200-111-000		FICA - Fire Prevention FD INSP MTG Fringes	3.96	
270-00-52200-111-000		FICA - Fire Prevention FD INSP SCH/TRN Fringes	3.05	
270-00-52200-111-000		FICA - Fire Prevention FD INSPECTIONS Fringes	8.46	
100-00-52000-201-111		FICA Tax - Fire Department FD LIEUTENANT Fringes	1.77	
100-00-52000-201-111		FICA Tax - Fire Department FD OTHER Fringes	21.36	
100-00-52000-201-111		FICA Tax - Fire Department FD REG MTG Fringes	68.29	



ALL Posted From: 5/01/2023 From Account:  
Thru: 5/31/2023 Thru Account:

---- Journal Entry ----

Number	Date		Debit	Credit
100-00-52000-201-111		FICA Tax - Fire Department FD SCHOOL/TRAIN Fringes	88.68	
100-00-52000-300-111		FICA Tax - First Responders FR REG MTG Fringes	1.88	
100-00-52000-300-111		FICA Tax - First Responders FR RESP CALLS Fringes	28.49	
100-00-52000-300-111		FICA Tax - First Responders FR SALARIES Fringes	13.56	
100-00-52000-300-111		FICA Tax - First Responders FR SCHOOL/TRAIN Fringes	0.87	
650-00-53560-850-012		PW Director FICA GG SEWER WAGES Fringes	20.96	
601-00-53600-920-006		PW Director FICA Billing AG GG WATER WAGES Fringes	10.66	
100-00-52000-120-211		FICA Tax - FT Officers IMPUTED INCOME Fringes	1.23	
100-00-55000-200-115		Parks Dept FICA Taxes PARKS Fringes	33.91	
100-00-52000-120-411		FICA Tax - Police Clerk PD CLERK Fringes	14.04	
100-00-52000-120-231		Health Insurance - FT Officers PD INS OPT OUT Fringes	10.86	
100-00-52000-120-151		FICA - Lieutenant PD LT Call Time Fringes	0.05	
100-00-52000-120-151		FICA - Lieutenant PD Lieutenant Fringes	51.28	
100-00-52000-120-211		FICA Tax - FT Officers PD OFF CallTime Fringes	1.33	
100-00-52000-120-211		FICA Tax - FT Officers PD OFF SHIFT PA Fringes	2.47	
100-00-52000-120-211		FICA Tax - FT Officers PD OFFICER FT Fringes	288.95	
100-00-52000-120-234		OT FICA Tax - FT Officers PD OFFICER OT Fringes	1.44	
100-00-52000-120-445		FICA Tax - Prop Room Mgr PD Prop Rm Cust Fringes	5.22	
100-00-52800-100-111		PFC Clerk FICA Tax PFC CLERK Fringes	1.72	

ALL Posted From: 5/01/2023 From Account:  
Thru: 5/31/2023 Thru Account:

---- Journal Entry ----

Number	Date		Debit	Credit
100-00-51425-110-111		FICA Tax - Plan Tech PLAN TECH Fringes	15.02	
100-00-55000-200-046		FICA Tax - Plan Tech PLN TCH-PARKS Fringes	1.34	
100-00-52000-120-111		FICA Tax - Police Chief POLICE CHIEF Fringes	54.54	
100-00-53000-311-134		SS FICA - PW Crew Gen/Call PUBLIC WKS CREW Fringes	138.30	
100-00-53000-311-115		Public Works Crew OT FICA PW CRW CallTime Fringes	0.63	
451-00-51410-302-111		FICA Taxes RDA-TIF 1 WAGES Fringes	0.20	
452-00-51410-302-111		FICA Taxes RDA-TIF2 WAGES Fringes	0.40	
453-00-51410-302-111		FICA Taxes RDA-TIF3 WAGES Fringes	0.03	
454-00-51410-302-111		FICA Taxes RDA-TIF4 WAGES Fringes	0.03	
650-00-53560-850-007		Utilities Clerk FICA SEWER SALARIES Fringes	9.99	
100-00-51520-110-111		FICA Tax - Treasurer TREASURER Fringes	48.39	
650-00-53560-850-016		Utility Operators FICA UTLTY SWR ONCAL Fringes	6.77	
650-00-53560-850-016		Utility Operators FICA UTLTY SWR OPRTR Fringes	74.66	
650-00-53560-850-016		Utility Operators FICA UTLTY SWR STPND Fringes	2.44	
601-00-53600-620-009		Utility Op-Paid On Call FICA UTLTY WTR ONCAL Fringes	3.57	
601-00-53600-906-006		Utility Operator FICA Informa UTLTY WTR OPRTR Fringes	41.21	
650-00-53560-850-016		Utility Operators FICA UTLTY WTR STPND Fringes	3.07	
650-00-53560-850-016		Utility Operators FICA UTLY SEWR OP OT Fringes	1.01	
601-00-53600-920-004		Utility Op FICA Billing AG UTLY WTR ADMIN Fringes	3.15	

ALL Posted From: 5/01/2023 From Account:  
Thru: 5/31/2023 Thru Account:

---- Journal Entry ----

Number	Date		Debit	Credit
601-00-53600-640-004		Utility Operator Dist FICA UTLY WTR DISTR Fringes	3.15	
601-00-53600-906-006		Utility Operator FICA Informa UTLY WTR INFORM Fringes	3.60	
601-00-53600-930-008		Utility Op FICA Misc UTLY WTR MISC Fringes	3.15	
100-00-51421-110-111		FICA Tax - Clerk VILLAGE CLERK Fringes	27.65	
601-00-53600-902-002		Utility Clerk FICA Billing WAT UT BILLING Fringes	2.49	
601-00-53600-920-002		Utility Clerk FICA Billing AG WAT UT EXP Fringes	2.49	
601-00-53600-906-004		Utility Clerk FICA Information WAT UT INFORMAT Fringes	2.49	
601-00-53600-930-004		Utility Clerk FICA Misc WAT UT MISC Fringes	2.49	
601-00-53600-620-009		Utility Op-Paid On Call FICA WTR OP CALL TME Fringes	1.99	
100-00-21511-000-000		Social Security Taxes Medicare Fringes		1,355.99
100-00-11102-000-000		POOLED CASH Due From 221 To 100	12.90	
221-00-11102-000-000		POOLED CASH Due To 100 From 221		12.90
100-00-11102-000-000		POOLED CASH Due From 270 To 100	15.47	
270-00-11102-000-000		POOLED CASH Due To 100 From 270		15.47
100-00-11102-000-000		POOLED CASH Due From 451 To 100	2.33	
451-00-11102-000-000		POOLED CASH Due To 100 From 451		2.33
100-00-11102-000-000		POOLED CASH Due From 452 To 100	4.66	
452-00-11102-000-000		POOLED CASH Due To 100 From 452		4.66
100-00-11102-000-000		POOLED CASH Due From 453 To 100	0.39	

ALL Posted From: 5/01/2023 From Account:  
Thru: 5/31/2023 Thru Account:

---- Journal Entry ----

Number	Date		Debit	Credit
453-00-11102-000-000		POOLED CASH		0.39
		Due To 100 From 453		
100-00-11102-000-000		POOLED CASH	0.39	
		Due From 454 To 100		
454-00-11102-000-000		POOLED CASH		0.39
		Due To 100 From 454		
100-00-11102-000-000		POOLED CASH	90.72	
		Due From 601 To 100		
601-00-11102-000-000		POOLED CASH		90.72
		Due To 100 From 601		
100-00-11102-000-000		POOLED CASH	118.90	
		Due From 650 To 100		
650-00-11102-000-000		POOLED CASH		118.90
		Due To 100 From 650		
Total			1,601.75	1,601.75

PAYROLL 5/18/2023 Payroll Fringe Benefits - Retirement

100-00-51427-132-000		Retirement (WRS) - Acct Clerk	157.29	
		ACCT CLERK Fringes		
100-00-51423-132-000		Retirement (WRS) - AA	94.14	
		ADMIN ASST-REC Fringes		
100-00-52000-400-130		Retirement (WRS)	36.27	
		BLDG INSPECT Fringes		
100-00-51420-132-000		Retirement (WRS) - Zoning Admi	154.31	
		CD/ZONING ADMIN Fringes		
100-00-55000-200-042		Retirement (WRS) - CDD/ZA	10.46	
		CDD/ZA-Parks Fringes		
221-00-51250-132-000		Retirement (WRS) - Court Clerk	62.96	
		COURT CLERK Fringes		
100-00-51422-132-000		Retirement (WRS) - Deputy Cler	24.49	
		DEP CLERK Fringes		
601-00-53600-926-008		PW Director Retire Operation	12.40	
		DPW DISTRIBUTIO Fringes		
601-00-53600-926-008		PW Director Retire Operation	12.40	
		DPW INFORMATION Fringes		
601-00-53600-926-008		PW Director Retire Operation	12.40	
		DPW MISC Fringes		
601-00-53600-926-008		PW Director Retire Operation	12.40	
		DPW PUMPING Fringes		

ALL Posted From: 5/01/2023 From Account:  
Thru: 5/31/2023 Thru Account:

---- Journal Entry ----

Number	Date		Debit	Credit
100-00-53000-302-132		Retirement (WRS) - PW Director DPW PW Fringes	82.64	
451-00-51410-302-132		Retirement (WRS) DPW TIF1 Fringes	3.93	
452-00-51410-302-132		Retirement (WRS) DPW TIF2 Fringes	7.85	
453-00-51410-302-132		Retirement (WRS) DPW TIF3 Fringes	0.65	
454-00-51410-302-132		Retirement (WRS) DPW TIF4 Fringes	0.65	
650-00-53560-850-014		PW Director Retirement GG SEWER WAGES Fringes	79.92	
601-00-53600-926-008		PW Director Retire Operation GG WATER WAGES Fringes	30.32	
100-00-52000-120-432		Retirement(WRS) - Police Clerk PD CLERK Fringes	68.56	
100-00-52000-120-231		Health Insurance - FT Officers PD INS OPT OUT Fringes	16.53	
100-00-52000-120-152		Retirement - Lieutenant PD LT Call Time Fringes	0.45	
100-00-52000-120-152		Retirement - Lieutenant PD Lieutenant Fringes	478.23	
100-00-52000-120-232		Retirement (WRS) - FT Officers PD OFF CallTime Fringes	12.14	
100-00-52000-120-232		Retirement (WRS) - FT Officers PD OFF SHIFT PA Fringes	22.70	
100-00-52000-120-232		Retirement (WRS) - FT Officers PD OFFICER FT Fringes	2,657.24	
100-00-52000-120-237		Retirement OT - FT Officers PD OFFICER OT Fringes	13.11	
100-00-52800-100-131		PFC Clerk Retirement PFC CLERK Fringes	8.40	
100-00-51425-132-000		Retirement (WRS) - Plan Tech PLAN TECH Fringes	74.14	
100-00-55000-200-047		Retirement - Plan Tech PLN TCH-PARKS Fringes	6.59	
100-00-52000-120-132		Retirement (WRS) -Police Chief POLICE CHIEF Fringes	507.95	

ALL Posted From: 5/01/2023 From Account:  
Thru: 5/31/2023 Thru Account:

---- Journal Entry ----

Number	Date		Debit	Credit
100-00-53000-311-132		Retirement - PW Crew Genl/Call PUBLIC WKS CREW Fringes	671.36	
100-00-53000-311-116		Public Works Crew OT Retirement PW CRW CallTime Fringes	3.06	
451-00-51410-302-132		Retirement (WRS) RDA-TIF 1 WAGES Fringes	0.99	
452-00-51410-302-132		Retirement (WRS) RDA-TIF2 WAGES Fringes	1.98	
453-00-51410-302-132		Retirement (WRS) RDA-TIF3 WAGES Fringes	0.16	
454-00-51410-302-132		Retirement (WRS) RDA-TIF4 WAGES Fringes	0.16	
650-00-53560-850-009		Utilities Clerk Retirement SEWER SALARIES Fringes	48.96	
650-00-53560-850-018		Utility Op Retirement UTLTY SWR ONCAL Fringes	8.50	
650-00-53560-850-018		Utility Op Retirement UTLTY SWR OPRTR Fringes	350.09	
650-00-53560-850-018		Utility Op Retirement UTLTY SWR STPND Fringes	3.06	
601-00-53600-620-010		Utility Op-Paid On Call Retire UTLTY WTR ONCAL Fringes	8.50	
601-00-53600-926-010		Utility Op Retire Operation UTLTY WTR OPRTR Fringes	197.18	
650-00-53560-850-018		Utility Op Retirement UTLTY WTR STPND Fringes	6.12	
650-00-53560-850-018		Utility Op Retirement UTLY SEWR OP OT Fringes	4.89	
601-00-53600-620-010		Utility Op-Paid On Call Retire UTLY WTR ADMIN Fringes	15.22	
601-00-53600-620-010		Utility Op-Paid On Call Retire UTLY WTR DISTR Fringes	15.22	
601-00-53600-620-010		Utility Op-Paid On Call Retire UTLY WTR INFORM Fringes	17.39	
601-00-53600-620-010		Utility Op-Paid On Call Retire UTLY WTR MISC Fringes	15.22	
100-00-51421-132-000		Retirement (WRS) - Clerk VILLAGE CLERK Fringes	134.64	

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Number	Date		Debit	Credit
601-00-53600-926-004		Utility Clerk Retire Operation WAT UT BILLING Fringes	12.25	
601-00-53600-926-004		Utility Clerk Retire Operation WAT UT EXP Fringes	12.25	
601-00-53600-926-004		Utility Clerk Retire Operation WAT UT INFORMAT Fringes	12.25	
601-00-53600-926-004		Utility Clerk Retire Operation WAT UT MISC Fringes	12.25	
100-00-21514-000-000		Wisconsin Retirement-PAYABLES Retirement Fringes		6,213.22
100-00-11102-000-000		POOLED CASH Due From 221 To 100	62.96	
221-00-11102-000-000		POOLED CASH Due To 100 From 221		62.96
100-00-11102-000-000		POOLED CASH Due From 451 To 100	4.92	
451-00-11102-000-000		POOLED CASH Due To 100 From 451		4.92
100-00-11102-000-000		POOLED CASH Due From 452 To 100	9.83	
452-00-11102-000-000		POOLED CASH Due To 100 From 452		9.83
100-00-11102-000-000		POOLED CASH Due From 453 To 100	0.81	
453-00-11102-000-000		POOLED CASH Due To 100 From 453		0.81
100-00-11102-000-000		POOLED CASH Due From 454 To 100	0.81	
454-00-11102-000-000		POOLED CASH Due To 100 From 454		0.81
100-00-11102-000-000		POOLED CASH Due From 601 To 100	397.65	
601-00-11102-000-000		POOLED CASH Due To 100 From 601		397.65
100-00-11102-000-000		POOLED CASH Due From 650 To 100	501.54	
650-00-11102-000-000		POOLED CASH Due To 100 From 650		501.54

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---- Journal Entry ----

Number	Date		Debit	Credit
Total			7,191.74	7,191.74
<hr/>				
UTILITY 5/01/2023 Utility Bills - PUBLIC F.P. - 05/01/2023				
601-00-46100-463-000		Public Fire Protection		1.03
		Public F.P. Residential - Bills		
601-00-13825-142-000		Customer Accounts Receivable	1.03	
		PUBLIC F.P. Receivable - Bills		
Total			1.03	1.03
<hr/>				
UTILITY 5/01/2023 Utility Bills - SEWER - 05/01/2023				
650-00-46200-622-001		Metered Sales-Residential		1.70
		SEWER Residential - Bills		
650-00-13825-142-000		Customer Accounts Receivable	1.70	
		SEWER Receivable - Bills		
Total			1.70	1.70
<hr/>				
UTILITY 5/01/2023 Utility Bills - WATER - 05/01/2023				
601-00-46100-461-000		Metered Sales - Residential		1.26
		WATER Residential - Bills		
601-00-13825-142-000		Customer Accounts Receivable	1.26	
		WATER Receivable - Bills		
Total			1.26	1.26
<hr/>				
UTILITY 5/11/2023 Utility Adjust. - PUBLIC F.P. - 05/11/2023				
601-00-46100-463-000		Public Fire Protection		3.02
		PUBLIC F.P. Residential - Adjust.		
601-00-13825-142-000		Customer Accounts Receivable	3.02	
		PUBLIC F.P. Receivable - Adjust.		
Total			3.02	3.02
<hr/>				
UTILITY 5/11/2023 Utility Adjust. - SEWER - 05/11/2023				
650-00-46200-622-001		Metered Sales-Residential		6.55
		SEWER Residential - Adjust.		
650-00-13825-142-000		Customer Accounts Receivable	6.55	
		SEWER Receivable - Adjust.		
Total			6.55	6.55
<hr/>				
UTILITY 5/11/2023 Utility Adjust. - WATER - 05/11/2023				
601-00-46100-461-000		Metered Sales - Residential	0.69	
		WATER Residential - Adjust.		



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---- Journal Entry ----

Number	Date		Debit	Credit
601-00-13825-142-000		Customer Accounts Receivable		0.69
		WATER Receivable - Adjust.		
		Total	0.69	0.69

UTILITY 5/12/2023 Utility Adjust. - PUBLIC F.P. - 05/12/2023

601-00-46100-463-000		Public Fire Protection		129.94
		PUBLIC F.P. Residential - Adjust.		
601-00-13825-142-000		Customer Accounts Receivable	129.94	
		PUBLIC F.P. Receivable - Adjust.		
		Total	129.94	129.94

UTILITY 5/12/2023 Utility Adjust. - SEWER - 05/12/2023

650-00-46200-622-001		Metered Sales-Residential	140.79	
		SEWER Residential - Adjust.		
650-00-13825-142-000		Customer Accounts Receivable		140.79
		SEWER Receivable - Adjust.		
		Total	140.79	140.79

UTILITY 5/12/2023 Utility Adjust. - WATER - 05/12/2023

601-00-46100-461-000		Metered Sales - Residential		10.85
		WATER Residential - Adjust.		
601-00-13825-142-000		Customer Accounts Receivable	10.85	
		WATER Receivable - Adjust.		
		Total	10.85	10.85

UTILITY 5/22/2023 Utility Bills - SEWER - 05/22/2023

650-00-46200-622-001		Metered Sales-Residential		3.39
		SEWER Residential - Bills		
650-00-13825-142-000		Customer Accounts Receivable	3.39	
		SEWER Receivable - Bills		
		Total	3.39	3.39

UTILITY 5/22/2023 Utility Bills - WATER - 05/22/2023

601-00-46100-461-000		Metered Sales - Residential		3.59
		WATER Residential - Bills		
601-00-13825-142-000		Customer Accounts Receivable	3.59	
		WATER Receivable - Bills		
		Total	3.59	3.59

UTILITY 5/22/2023 Utility Bills Reversal - PUBLIC F.P. - 05/22/

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Number	Date		Debit	Credit
601-00-46100-463-000		Public Fire Protection	13.20	
		Public F.P. Residential - Bills		
601-00-13825-142-000		Customer Accounts Receivable		13.20
		PUBLIC F.P. Receivable - Bills		
Total			13.20	13.20

UTILITY 5/22/2023 Utility Bills Reversal - SEWER - 05/22/2023

650-00-46200-622-001		Metered Sales-Residential	21.85	
		SEWER Residential - Bills		
650-00-13825-142-000		Customer Accounts Receivable		21.85
		SEWER Receivable - Bills		
Total			21.85	21.85

UTILITY 5/22/2023 Utility Bills Reversal - WATER - 05/22/2023

601-00-46100-461-000		Metered Sales - Residential	16.20	
		WATER Residential - Bills		
601-00-13825-142-000		Customer Accounts Receivable		16.20
		WATER Receivable - Bills		
Total			16.20	16.20

UTILITY 5/22/2023 Utility Adjust. - PUBLIC F.P. - 05/22/2023

601-00-46100-463-000		Public Fire Protection	23.26	
		PUBLIC F.P. Residential - Adjust.		
601-00-13825-142-000		Customer Accounts Receivable		23.26
		PUBLIC F.P. Receivable - Adjust.		
Total			23.26	23.26

UTILITY 5/22/2023 Utility Adjust. - SEWER - 05/22/2023

650-00-46200-622-001		Metered Sales-Residential	23.27	
		SEWER Residential - Adjust.		
650-00-13825-142-000		Customer Accounts Receivable		23.27
		SEWER Receivable - Adjust.		
Total			23.27	23.27

UTILITY 5/22/2023 Utility Adjust. - WATER - 05/22/2023

601-00-46100-461-000		Metered Sales - Residential	23.27	
		WATER Residential - Adjust.		
601-00-13825-142-000		Customer Accounts Receivable		23.27
		WATER Receivable - Adjust.		

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---- Journal Entry ----

Number	Date		Debit	Credit
Total			23.27	23.27
<hr/>				
UTILITY 5/22/2023 Utility Adjust. - PUBLIC F.P. - 05/22/2023				
601-00-46100-463-000		Public Fire Protection		4.55
		PUBLIC F.P. Residential - Adjust.		
601-00-13825-142-000		Customer Accounts Receivable	4.55	
		PUBLIC F.P. Receivable - Adjust.		
Total			4.55	4.55
<hr/>				
UTILITY 5/22/2023 Utility Adjust. - SEWER - 05/22/2023				
650-00-46200-622-001		Metered Sales-Residential		4.55
		SEWER Residential - Adjust.		
650-00-13825-142-000		Customer Accounts Receivable	4.55	
		SEWER Receivable - Adjust.		
Total			4.55	4.55
<hr/>				
UTILITY 5/22/2023 Utility Adjust. - WATER - 05/22/2023				
601-00-46100-461-000		Metered Sales - Residential		4.56
		WATER Residential - Adjust.		
601-00-13825-142-000		Customer Accounts Receivable	4.56	
		WATER Receivable - Adjust.		
Total			4.56	4.56
<hr/>				
UTILITY 5/22/2023 Utility Bills Reversal - PUBLIC F.P. - 05/22/				
601-00-46100-463-000		Public Fire Protection	13.20	
		Public F.P. Residential - Bills		
601-00-13825-142-000		Customer Accounts Receivable		13.20
		PUBLIC F.P. Receivable - Bills		
Total			13.20	13.20
<hr/>				
UTILITY 5/22/2023 Utility Bills Reversal - SEWER - 05/22/2023				
650-00-46200-622-001		Metered Sales-Residential	55.75	
		SEWER Residential - Bills		
650-00-13825-142-000		Customer Accounts Receivable		55.75
		SEWER Receivable - Bills		
Total			55.75	55.75
<hr/>				
UTILITY 5/22/2023 Utility Bills Reversal - WATER - 05/22/2023				
601-00-46100-461-000		Metered Sales - Residential	52.10	
		WATER Residential - Bills		

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---- Journal Entry ----

Number	Date		Debit	Credit
601-00-13825-142-000		Customer Accounts Receivable		52.10
		WATER Receivable - Bills		
		Total	52.10	52.10
<hr/>				
	5/22/2023	UTILITY Utility Adjust. - PUBLIC F.P. - 05/22/2023		
601-00-46100-463-000		Public Fire Protection		143.50
		PUBLIC F.P. Residential - Adjust.		
601-00-13825-142-000		Customer Accounts Receivable	143.50	
		PUBLIC F.P. Receivable - Adjust.		
		Total	143.50	143.50
<hr/>				
	5/22/2023	UTILITY Utility Adjust. - SEWER - 05/22/2023		
650-00-46200-622-001		Metered Sales-Residential		162.08
		SEWER Residential - Adjust.		
650-00-13825-142-000		Customer Accounts Receivable	162.08	
		SEWER Receivable - Adjust.		
		Total	162.08	162.08
<hr/>				
	5/22/2023	UTILITY Utility Adjust. - WATER - 05/22/2023		
601-00-46100-461-000		Metered Sales - Residential		151.30
		WATER Residential - Adjust.		
601-00-13825-142-000		Customer Accounts Receivable	151.30	
		WATER Receivable - Adjust.		
		Total	151.30	151.30
<hr/>				
	5/24/2023	UTILITY Utility Late Fees - PRIVATE F.P. - 05/24/2023		
601-00-46100-463-000		Public Fire Protection		2.29
		PRIVATE F.P. COM Late Fee - Late Fees		
601-00-46100-463-000		Public Fire Protection		1.09
		PRIVATE F.P. OTH Late Fee - Late Fees		
601-00-13825-142-000		Customer Accounts Receivable	3.38	
		PRIVATE F.P. Late Fee RCV - Late Fees		
		Total	3.38	3.38
<hr/>				
	5/24/2023	UTILITY Utility Late Fees - PUBLIC F.P. - 05/24/2023		
601-00-46100-462-000		Private Fire Protection		1.91
		PUBLIC F.P. COM Late Fee - Late Fees		
601-00-46100-462-000		Private Fire Protection		8.91
		PUBLIC F.P. OTH Late Fee - Late Fees		

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Number	Date		Debit	Credit
601-00-46100-462-000		Private Fire Protection		48.88
		PUBLIC F.P. RES Late Fee - Late Fees		
601-00-13825-142-000		Customer Accounts Receivable	59.70	
		PUBLIC F.P. Late Fee RCV - Late Fees		
Total			59.70	59.70

UTILITY 5/24/2023 Utility Late Fees - SEWER - 05/24/2023

650-00-46200-622-002		Metered Sales-Commercial		26.43
		SEWER COM Late Fee - Late Fees		
650-00-46200-622-005		Metered Sales - Multifam Res		202.84
		SEWER OTH Late Fee - Late Fees		
650-00-46200-631-000		Forfeited Discount		675.61
		SEWER RES Late Fee - Late Fees		
650-00-13825-142-000		Customer Accounts Receivable	904.88	
		SEWER Late Fee RCV - Late Fees		
Total			904.88	904.88

UTILITY 5/24/2023 Utility Late Fees - WATER - 05/24/2023

601-00-46100-461-200		Metered Sales - Commercial		4.52
		WATER COM Late Fee - Late Fees		
601-00-46100-465-000		Metered Sales - Multifam Resid		45.44
		WATER OTH Late Fee - Late Fees		
601-00-46100-461-000		Metered Sales - Residential		203.07
		WATER RES Late Fee - Late Fees		
601-00-13825-142-000		Customer Accounts Receivable	253.03	
		WATER Late Fee RCV - Late Fees		
Total			253.03	253.03

UTILITY 5/25/2023 Utility Adjust. - PUBLIC F.P. - 05/25/2023

601-00-46100-463-000		Public Fire Protection		13.45
		PUBLIC F.P. Residential - Adjust.		
601-00-13825-142-000		Customer Accounts Receivable	13.45	
		PUBLIC F.P. Receivable - Adjust.		
Total			13.45	13.45

UTILITY 5/25/2023 Utility Adjust. - SEWER - 05/25/2023

650-00-46200-622-001		Metered Sales-Residential		87.94
		SEWER Residential - Adjust.		
650-00-13825-142-000		Customer Accounts Receivable	87.94	
		SEWER Receivable - Adjust.		

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Number	Date		Debit	Credit
Total			87.94	87.94
<hr/>				
UTILITY 5/25/2023 Utility Adjust. - WATER - 05/25/2023				
601-00-46100-461-000		Metered Sales - Residential		85.40
		WATER Residential - Adjust.		
601-00-13825-142-000		Customer Accounts Receivable	85.40	
		WATER Receivable - Adjust.		
Total			85.40	85.40
<hr/>				
UTILITY 5/26/2023 Utility Bills - PRIVATE F.P. - 05/26/2023				
601-00-46100-462-000		Private Fire Protection		182.40
		PRIVATE F.P. Commercial - Bills		
601-00-46100-462-000		Private Fire Protection		54.00
		PRIVATE F.P. Industrial - Bills		
601-00-46100-463-000		Public Fire Protection		54.00
		PRIVATE F.P. Multi Family - Bills		
601-00-13825-142-000		Customer Accounts Receivable	290.40	
		PRIVATE F.P. Receivable - Bills		
Total			290.40	290.40
<hr/>				
UTILITY 5/26/2023 Utility Bills - PUBLIC F.P. - 05/26/2023				
601-00-46100-463-000		Public Fire Protection		559.80
		Public F.P. Commercial - Bills		
601-00-46100-463-000		Public Fire Protection		475.20
		Public F.P. Industrial - Bills		
601-00-46100-462-000		Private Fire Protection		1,452.00
		Public F.P. Multi Family - Bills		
601-00-46100-463-000		Public Fire Protection		13.20
		Public F.P. Public Auth. - Bills		
601-00-46100-463-000		Public Fire Protection		7,761.60
		Public F.P. Residential - Bills		
601-00-13825-142-000		Customer Accounts Receivable	10,261.80	
		PUBLIC F.P. Receivable - Bills		
Total			10,261.80	10,261.80
<hr/>				
UTILITY 5/26/2023 Utility Bills - SEWER - 05/26/2023				
650-00-46200-622-002		Metered Sales-Commercial		4,726.64
		SEWER Commercial - Bills		
650-00-46200-622-003		Metered Sales-Industrial		3,988.76
		SEWER Industrial - Bills		

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Number	Date		Debit	Credit
650-00-46200-622-005		Metered Sales - Multifam Res SEWER Multi Family - Bills		7,758.46
650-00-46200-622-001		Metered Sales-Residential SEWER Residential - Bills		31,347.40
650-00-13825-142-000		Customer Accounts Receivable SEWER Receivable - Bills	47,821.26	
Total			47,821.26	47,821.26

UTILITY 5/26/2023 Utility Bills - WATER - 05/26/2023

601-00-46100-461-200		Metered Sales - Commercial WATER Commercial - Bills		3,831.96
601-00-46100-461-300		Metered Sales - Industrial WATER Industrial - Bills		3,129.06
601-00-46100-465-000		Metered Sales - Multifam Resid WATER Multi Family - Bills		4,380.44
601-00-46100-464-000		Metered Sales/Public Authority WATER Public Auth. - Bills		75.00
601-00-46100-461-000		Metered Sales - Residential WATER Residential - Bills		29,555.94
601-00-13825-142-000		Customer Accounts Receivable WATER Receivable - Bills	40,972.40	
Total			40,972.40	40,972.40

UTILITY 5/26/2023 Utility Bills - PUBLIC F.P. - 05/26/2023

601-00-46100-463-000		Public Fire Protection Public F.P. Residential - Bills		3.67
601-00-13825-142-000		Customer Accounts Receivable PUBLIC F.P. Receivable - Bills	3.67	
Total			3.67	3.67

UTILITY 5/26/2023 Utility Bills - SEWER - 05/26/2023

650-00-46200-622-001		Metered Sales-Residential SEWER Residential - Bills		12.85
650-00-13825-142-000		Customer Accounts Receivable SEWER Receivable - Bills	12.85	
Total			12.85	12.85

UTILITY 5/26/2023 Utility Bills - WATER - 05/26/2023

601-00-46100-461-000		Metered Sales - Residential WATER Residential - Bills		11.68
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Number	Date		Debit	Credit
601-00-13825-142-000		Customer Accounts Receivable	11.68	
		WATER Receivable - Bills		
		Total	11.68	11.68

UTILITY 5/26/2023 Utility Bills - PUBLIC F.P. - 05/26/2023

601-00-46100-463-000		Public Fire Protection		3.81
		Public F.P. Residential - Bills		
601-00-13825-142-000		Customer Accounts Receivable	3.81	
		PUBLIC F.P. Receivable - Bills		
		Total	3.81	3.81

UTILITY 5/26/2023 Utility Bills - SEWER - 05/26/2023

650-00-46200-622-001		Metered Sales-Residential		26.65
		SEWER Residential - Bills		
650-00-13825-142-000		Customer Accounts Receivable	26.65	
		SEWER Receivable - Bills		
		Total	26.65	26.65

UTILITY 5/26/2023 Utility Bills - WATER - 05/26/2023

601-00-46100-461-000		Metered Sales - Residential		26.22
		WATER Residential - Bills		
601-00-13825-142-000		Customer Accounts Receivable	26.22	
		WATER Receivable - Bills		
		Total	26.22	26.22

UTILITY 5/31/2023 Utility Bills - PUBLIC F.P. - 05/31/2023

601-00-46100-463-000		Public Fire Protection		12.03
		Public F.P. Residential - Bills		
601-00-13825-142-000		Customer Accounts Receivable	12.03	
		PUBLIC F.P. Receivable - Bills		
		Total	12.03	12.03

UTILITY 5/31/2023 Utility Bills - SEWER - 05/31/2023

650-00-46200-622-001		Metered Sales-Residential		33.47
		SEWER Residential - Bills		
650-00-13825-142-000		Customer Accounts Receivable	33.47	
		SEWER Receivable - Bills		
		Total	33.47	33.47

UTILITY 5/31/2023 Utility Bills - WATER - 05/31/2023



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Number	Date		Debit	Credit
601-00-46100-461-000		Metered Sales - Residential		29.12
		WATER Residential - Bills		
601-00-13825-142-000		Customer Accounts Receivable	29.12	
		WATER Receivable - Bills		
Total			29.12	29.12

UTILITY 5/31/2023 Utility Bills - PUBLIC F.P. - 05/31/2023

601-00-46100-463-000		Public Fire Protection		8.80
		Public F.P. Residential - Bills		
601-00-13825-142-000		Customer Accounts Receivable	8.80	
		PUBLIC F.P. Receivable - Bills		
Total			8.80	8.80

UTILITY 5/31/2023 Utility Bills - SEWER - 05/31/2023

650-00-46200-622-001		Metered Sales-Residential		65.42
		SEWER Residential - Bills		
650-00-13825-142-000		Customer Accounts Receivable	65.42	
		SEWER Receivable - Bills		
Total			65.42	65.42

UTILITY 5/31/2023 Utility Bills - WATER - 05/31/2023

601-00-46100-461-000		Metered Sales - Residential		64.65
		WATER Residential - Bills		
601-00-13825-142-000		Customer Accounts Receivable	64.65	
		WATER Receivable - Bills		
Total			64.65	64.65

UTILITY 5/31/2023 Utility Bills - PUBLIC F.P. - 05/31/2023

601-00-46100-462-000		Private Fire Protection		8.80
		Public F.P. Multi Family - Bills		
601-00-13825-142-000		Customer Accounts Receivable	8.80	
		PUBLIC F.P. Receivable - Bills		
Total			8.80	8.80

UTILITY 5/31/2023 Utility Bills - SEWER - 05/31/2023

650-00-46200-622-005		Metered Sales - Multifam Res		31.52
		SEWER Multi Family - Bills		
650-00-13825-142-000		Customer Accounts Receivable	31.52	
		SEWER Receivable - Bills		

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ACCT

ALL Posted From: 5/01/2023 From Account:  
Thru: 5/31/2023 Thru Account:

---- Journal Entry ----

Number	Date		Debit	Credit	
			Total	31.52	31.52
<hr/>					
UTILITY	5/31/2023	Utility Bills - WATER - 05/31/2023			
601-00-46100-465-000		Metered Sales - Multifam Resid			28.75
		WATER Multi Family - Bills			
601-00-13825-142-000		Customer Accounts Receivable	28.75		
		WATER Receivable - Bills			
			Total	28.75	28.75
<hr/>					
			Grand Total	3,335,948.56	3,335,948.56

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Reprint Journal Entry Register - Full Report

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ACCT

ALL Posted From: 5/01/2023 From Account:  
Thru: 5/31/2023 Thru Account:

	Debit	Credit
Total for Fund # 100 - General Fund	352,837.53	352,837.53
Total for Fund # 221 - Municipal Court Fund	297.11	297.11
Total for Fund # 250 - Park Fund	289,598.23	289,598.23
Total for Fund # 260 - Fire Department Donation Fund	390.12	390.12
Total for Fund # 270 - 2% Fire Dues Fund	9,599.79	9,599.79
Total for Fund # 350 - Debt Service Fund	470,154.34	470,154.34
Total for Fund # 410 - Capital Projects Fund	2,609.97	2,609.97
Total for Fund # 451 - Tax Increment District 1	2,047.84	2,047.84
Total for Fund # 452 - Tax Increment District 2	6,635.59	6,635.59
Total for Fund # 453 - Tax Increment District 3	1,652.04	1,652.04
Total for Fund # 454 - Tax Increment District 4	5,465.07	5,465.07
Total for Fund # 500 - ARPA -American Rescue Plan Act	12.62	12.62
Total for Fund # 601 - Water Utility	1,140,413.33	1,140,413.33
Total for Fund # 650 - Sewer Utility	836,864.90	836,864.90
Total for Fund # 750 - Internal Equipment Replacement	217,370.08	217,370.08
Total for all Funds	3,335,948.56	3,335,948.56

VILLAGE OF KRONENWETTER  
CASH AND INVESTMENTS

May-23

Section 5, Item W.

Cash and Investments - Balance By Institution		
	Interest Rate	Balance
<b>INCREDIBLE BANK ACCOUNTS</b>		
<b>TAX SAVINGS ACCOUNT</b>	<b>4.29%</b>	<b>3,358,968.57</b>
General Fund #100		1,856,789.65
Debt Service Fund (350)	Interest	290,535.68
TIF #1 - Fd. #451	Earned:	333,823.65
TIF #2 - Fd. #452	\$ 12,296.01	512,938.36
TIF #3 - Fd. #453		14,897.58
TIF #4 - Fd. #454		141,793.95
Capital Projects - Fd. #410		205,775.62
Equipment Replacement - Fd. #750		2,414.08
<b>GENERAL CHECKING (ICS)</b>	<b>4.29%</b>	<b>1,667,316.35</b>
General Fund (100)		190,833.62
Municipal Court (221)		(7,536.22)
Park Fund (250)		4,041.35
Fire Department Donation (260)	Interest	35,654.00
2% Fire Dues (270)	Earned:	56,006.97
Debt Service Fund (350)	\$ 12,690.65	3,417.35
Capital Projects (410)		340,271.72
TIF 1 (451)		(1,443,012.80)
TIF 2 (452)		870,444.13
TIF 3 (453)		87,914.71
TIF 4 (454)		1,008.85
ARPA (500)		3,100.63
Water Utility (601)		660,273.81
Sewer Utility (650)		546,190.13
Equipment Replacement Fund (750)		318,708.10
<b>LOCAL GOVERNMENT INVESTMENT POOL (LGIP)</b>		
	<b>5.01%</b>	<b>2,053,408.60</b>
General Fund		86,216.06
Water Utility Fund	Interest	330,182.25
TIF 1	Earned:	25,154.33
TIF 2	\$ 1,048.75	88.57
TIF 4		10,789.45
Parks		65,017.85
Water Utility Replacement Fund		752,955.51
Sewer Utility Fund		200,054.93
Sewer Utility Replacement Fund		582,949.65
<b>0.850%</b>		
General Fund	Interest	6,984.93
TIF 2	Earned:	-
TIF 3	\$ 5.04	-
<b>Total Cash and Investments:</b>		<b>7,086,678.45</b>

**Total Interest Earned**                      \$ 26,040.45                      **Rate of Earnings:**                      0.367456%

Cash and Investments - Balance By Fund	
Fund	Balance
<b>General Fund</b>	
General Checking	190,833.62
Tax Savings Account	1,856,789.65
Local Government Investment Pool	86,216.06
Valley Communities Credit Union	6,984.93
Wood Trust Asset Mgmt-CD	-
<b>General Fund Total</b>	<b>2,140,824.26</b>
<b>Municipal Court Fund</b>	
General Checking	(7,536.22)
<b>Court Fund Total</b>	<b>(7,536.22)</b>

Cash and Investments - Balance By Fund	
Fund	Balance
<b>Park Fund</b>	
General Checking	4,041.35
Local Government Investment Pool	65,017.85
<b>Park Fund Total</b>	<b>69,059.20</b>
<b>Fire Department Donation</b>	
General Checking	35,654.00
Wood Trust Asset Mgmt-CD	-
<b>Fire Department Donation Total</b>	<b>35,654.00</b>
<b>2% Fire Dues</b>	
General Checking	56,006.97
Wood Trust Asset Mgmt-CD	-
<b>2% Fire Dues Total</b>	<b>56,006.97</b>
<b>Debt Service Fund</b>	
General Checking	3,417.35
Tax Savings Account	290,535.68
<b>Debt Service Fund Total</b>	<b>293,953.03</b>
<b>Capital Projects Fund</b>	
General Checking	340,271.72
Tax Savings Account	205,775.62
<b>Capital Projects Fund Total</b>	<b>546,047.34</b>
<b>TIF #1</b>	
General Checking	(1,443,012.80)
Tax Savings Account	333,823.65
Local Government Investment Pool	25,154.33
<b>TIF #1 Total</b>	<b>(1,084,034.82)</b>
<b>TIF #2</b>	
General Checking	870,444.13
Tax Savings Account	512,938.36
Local Government Investment Pool	88.57
<b>TIF #2 Total</b>	<b>1,383,471.06</b>
<b>TIF #3</b>	
General Checking	87,914.71
Tax Savings Account	14,897.58
Local Government Investment Pool	-
<b>TIF #3 Total</b>	<b>102,812.29</b>
<b>TIF #4</b>	
General Checking	1,008.85
Tax Savings Account	141,793.95
Local Government Investment Pool	10,789.45
<b>TIF #4 Total</b>	<b>153,592.25</b>
<b>Water Utility Fund</b>	
General Checking	660,273.81
Local Government Investment Pool	1,083,137.76
<b>Water Utility Fund Total</b>	<b>1,743,411.57</b>
<b>Sewer Utility Fund</b>	
General Checking	546,190.13
Local Government Investment Pool	783,004.58
<b>Sewer Utility Fund Total</b>	<b>1,329,194.71</b>
<b>ARPA</b>	
General Checking	3,100.63
<b>ARPA Total</b>	<b>3,100.63</b>
<b>Equipment Replacement Fund</b>	
General Checking	318,708.10
Tax Savings Account	2,414.08
<b>Equipment Replacement Fund Total</b>	<b>321,122.18</b>
<b>Total Cash and Investments:</b>	<b>7,086,678.45</b>

Fund: 100 - General Fund

Account Number		2023 May	2023 Actual 05/31/2023	2023 Budget	Budget Status	% of Budget
100-00-41000-000-000	TAXES	0.00	0.00	0.00	0.00	0.00
100-00-41000-001-110	General Property Taxes	0.00	1,631,019.34	1,631,018.90	0.44	100.00
100-00-41000-002-100	Prop. Tax Equivalent - Utility	0.00	0.00	0.00	0.00	0.00
100-00-41000-002-140	Mobile Home Fees (Monthly)	594.67	1,806.61	2,895.00	-1,088.39	62.40
100-00-41000-002-141	Mobile Home Lottery Credit	0.00	237.73	1,834.00	-1,596.27	12.96
100-00-41000-002-150	Forest Crop Law (FCL)	0.00	0.00	0.00	0.00	0.00
100-00-41000-002-151	Managed Forest Law (MFL)	0.00	31,228.99	30,475.00	753.99	102.47
100-00-41800-001-000	Agricultural Conversion Charge	0.00	0.00	0.00	0.00	0.00
100-00-41800-002-000	Interest and Penalty on Taxes	0.00	51.60	0.00	51.60	0.00
<b>Tax - Developer Guaranteed</b>		<b>594.67</b>	<b>1,664,344.27</b>	<b>1,666,222.90</b>	<b>-1,878.63</b>	<b>99.89</b>
100-00-43000-000-000	INTERGOVERNMENTAL REVENUES	0.00	0.00	0.00	0.00	0.00
100-00-43000-001-000	State; Shared Revenues	0.00	0.00	242,892.00	-242,892.00	0.00
100-00-43000-001-409	Shared Taxes Weston 4 - Debt	0.00	0.00	0.00	0.00	0.00
100-00-43000-001-410	Shared Taxes-Weston 4	0.00	0.00	1,332,847.00	-1,332,847.00	0.00
100-00-43000-001-411	Shared Taxes - Magellan Term.	0.00	0.00	62,500.00	-62,500.00	0.00
100-00-43000-002-531	State; Quarterly Highway Aid	0.00	161,386.12	321,000.00	-159,613.88	50.28
100-00-43000-003-000	All Other Intergovernmental	0.00	0.00	0.00	0.00	0.00
100-00-43000-003-420	2% Fire Insurance	0.00	0.00	0.00	0.00	0.00
100-00-43000-003-521	Law Enforcement Grants	0.00	0.00	18,500.00	-18,500.00	0.00
100-00-43000-003-523	Other Law Enforcement Grants	0.00	0.00	1,000.00	-1,000.00	0.00
100-00-43000-003-540	Local Roads Improvement Grants	0.00	0.00	0.00	0.00	0.00
100-00-43000-003-545	State; Recycling Aid	0.00	0.00	28,500.00	-28,500.00	0.00
100-00-43000-003-550	State; Computer Aid	0.00	0.00	404.27	-404.27	0.00
100-00-43000-003-560	Video Service Provider Aid	0.00	0.00	12,079.00	-12,079.00	0.00
100-00-43000-003-565	State; COVID Reimbursement Aid	0.00	0.00	0.00	0.00	0.00
100-00-43000-003-650	Crossing Guard Fees	0.00	0.00	2,500.00	-2,500.00	0.00
100-00-43000-003-710	Local Bridge Aid	0.00	0.00	0.00	0.00	0.00
100-00-43000-004-100	Environmental Impact Fees	34,627.00	34,627.00	34,627.00	0.00	100.00
100-00-43211-000-000	Federal Law Enforcement Grants	0.00	0.00	0.00	0.00	0.00
100-00-43650-000-000	Forest Crop/Man Forest Land	0.00	0.00	3,800.00	-3,800.00	0.00
100-00-43670-000-000	Personal Property State Aid	15,505.25	15,505.25	15,000.00	505.25	103.37
100-00-43790-000-000	Other Local Government Grants	9,975.94	9,975.94	15,505.25	-5,529.31	64.34
<b>State; COVID Reimbursement Aid</b>		<b>60,108.19</b>	<b>221,494.31</b>	<b>2,091,154.52</b>	<b>-1,869,660.21</b>	<b>10.59</b>
100-00-44000-000-000	REGULATION & COMPLINCE REVENUE	0.00	0.00	0.00	0.00	0.00
100-00-44000-001-300	Building Permits	5,281.84	15,866.81	80,000.00	-64,133.19	19.83
100-00-44000-002-000	All Other Permits & Licenses	2,295.00	2,580.00	0.00	2,580.00	0.00
100-00-44000-002-110	Liquor & Beer Licenses	0.00	0.00	2,400.00	-2,400.00	0.00
100-00-44000-002-120	Operator Licenses	35.00	135.00	807.08	-672.08	16.73
100-00-44000-002-121	Cigarette Licenses	0.00	0.00	300.00	-300.00	0.00
100-00-44000-002-122	Kennel Licenses & Permits	0.00	0.00	375.00	-375.00	0.00
100-00-44000-002-123	Mobile Home Court Licenses	0.00	100.00	100.00	0.00	100.00
100-00-44000-002-124	Dog License Late Fees	0.00	0.00	100.00	-100.00	0.00
100-00-44000-002-131	Farmers Market Permit	60.00	390.00	400.00	-10.00	97.50
100-00-44000-002-200	Dog Licenses	126.00	2,061.25	1,160.00	901.25	177.69
100-00-44000-002-210	Sign Permits/Misc Lic/Permits	80.00	180.00	100.00	80.00	180.00
100-00-44000-002-310	Sign Inspection Fees	0.00	0.00	0.00	0.00	0.00
100-00-44000-002-320	Special Assessment Search	385.00	805.00	0.00	805.00	0.00
100-00-44000-002-330	Open Record Search	0.00	0.00	0.00	0.00	0.00
100-00-44000-002-400	Zoning & Variance Changes	0.00	525.00	1,500.00	-975.00	35.00

Fund: 100 - General Fund

Account Number		2023 May	2023 Actual 05/31/2023	2023 Budget	Budget Status	% of Budget
100-00-44000-002-401	Conditional Use Permits	0.00	875.00	1,000.00	-125.00	87.50
100-00-44000-002-402	Plat/CSM/Site Plan Reviews	975.00	2,525.00	2,500.00	25.00	101.00
100-00-44000-002-900	Excavating Permits	100.00	100.00	12,000.00	-11,900.00	0.83
<b>Regulation &amp; Compliance Rev</b>		<b>9,337.84</b>	<b>26,143.06</b>	<b>102,742.08</b>	<b>-76,599.02</b>	<b>25.45</b>
100-00-45100-000-000	MUNICIPAL COURT	0.00	0.00	0.00	0.00	0.00
100-00-45100-100-000	Fines	0.00	2,161.59	24,000.00	-21,838.41	9.01
100-00-45100-200-000	Restitution Payments	0.00	50.41	0.00	50.41	0.00
<b>Municipal Court Revenues</b>		<b>0.00</b>	<b>2,212.00</b>	<b>24,000.00</b>	<b>-21,788.00</b>	<b>9.22</b>
100-00-46000-000-000	PUBLIC CHARGES FOR SERVICES	0.00	0.00	0.00	0.00	0.00
100-00-46000-001-200	Special Assessment Search	0.00	370.00	4,000.00	-3,630.00	9.25
100-00-46000-001-220	Fire Department Services	0.00	0.00	0.00	0.00	0.00
100-00-46000-003-420	Garbage Collection Fees	116.62	510,362.24	514,535.00	-4,172.76	99.19
100-00-46000-005-210	Police Department Services	30.00	45.00	0.00	45.00	0.00
100-00-46000-005-220	Police Department CVR Services	0.00	0.00	0.00	0.00	0.00
<b>Public Charges for Services</b>		<b>146.62</b>	<b>510,777.24</b>	<b>518,535.00</b>	<b>-7,757.76</b>	<b>98.50</b>
100-00-47000-000-000	INTERGOV'T. CHARGES FOR SERV.	0.00	0.00	0.00	0.00	0.00
100-00-47000-001-323	Town of Guenther-Standby Fees	0.00	0.00	0.00	0.00	0.00
100-00-47000-001-324	Town of Guenther-Fire Ins Due	0.00	0.00	5,100.00	-5,100.00	0.00
<b>Inter-Govt Charge for Services</b>		<b>0.00</b>	<b>0.00</b>	<b>5,100.00</b>	<b>-5,100.00</b>	<b>0.00</b>
100-00-48000-000-000	MISCELLANEOUS REVENUES	0.00	0.00	0.00	0.00	0.00
100-00-48000-001-100	Interest Earned on Investments	7,896.63	77,633.26	6,000.00	71,633.26	1,293.89
100-00-48000-002-200	Municipal Center & Park Rental	1,020.00	4,900.00	3,350.00	1,550.00	146.27
100-00-48000-002-201	Athletic/Soccer Field Rental	20.00	2,800.00	75.00	2,725.00	3,733.33
100-00-48000-002-306	Sale of Scrap	0.00	0.00	10,000.00	-10,000.00	0.00
100-00-48000-002-309	Wood Sales-County Forest Land	0.00	11,110.52	12,500.00	-1,389.48	88.88
100-00-48000-002-310	Pop Machine Income	0.00	0.00	5,410.53	-5,410.53	0.00
100-00-48000-002-311	Miscellaneous Revenue	0.00	6,347.36	13,500.00	-7,152.64	47.02
100-00-48000-002-312	Sale of Office Supplies	5.75	36.31	750.00	-713.69	4.84
100-00-48000-002-314	Culvert Work	0.00	0.00	9,800.00	-9,800.00	0.00
100-00-48000-002-315	Non-governmental Grants	0.00	0.00	9,867.48	-9,867.48	0.00
100-00-48000-002-316	Franchise Fee	13,191.95	17,728.48	60,000.00	-42,271.52	29.55
100-00-48000-002-441	Reimbursement for Road Repair	0.00	0.00	0.00	0.00	0.00
100-00-48000-002-500	Donations; Other	0.00	0.00	0.00	0.00	0.00
100-00-48000-002-530	Donations-Police Department	0.00	0.00	500.00	-500.00	0.00
100-00-48301-000-000	Sale of Law Enforcement Equipm	0.00	0.00	0.00	0.00	0.00
100-00-48302-000-000	Sale of Fire Dept Equipment	0.00	0.00	0.00	0.00	0.00
100-00-48400-000-000	Insurance Claim Proceeds	-5,276.49	1,930.90	0.00	1,930.90	0.00
100-00-48500-000-000	Donation/Private Contributions	0.00	0.00	0.00	0.00	0.00
100-00-48510-000-000	Community Events Sponsorships	3,559.87	3,559.87	1,350.00	2,209.87	263.69
<b>Other Misc. Sewer Revenues</b>		<b>20,417.71</b>	<b>126,046.70</b>	<b>133,103.01</b>	<b>-7,056.31</b>	<b>94.70</b>
100-00-49000-000-000	OTHER FINANCING SOURCES	0.00	25.00	0.00	25.00	0.00
100-00-49000-130-000	Loan Proceeds	0.00	0.00	0.00	0.00	0.00
100-00-49000-240-000	Trans. from Cap Projects Fund	0.00	0.00	0.00	0.00	0.00
100-00-49000-252-000	Transfer from Water Fund	0.00	0.00	0.00	0.00	0.00
100-00-49000-451-000	Transfer from TID 1	0.00	0.00	0.00	0.00	0.00

Fund: 100 - General Fund

Account Number		2023 May	2023 Actual 05/31/2023	2023 Budget	Budget Status	% of Budget
100-00-49000-600-000	Insurance Proceeds; Other	0.00	2,853.00	0.00	2,853.00	0.00
100-00-49155-000-000	Undesignated Fund Revenue	0.00	0.00	310,000.00	-310,000.00	0.00
<b>Proceeds; Loans/Financing</b>		0.00	2,878.00	310,000.00	-307,122.00	0.93
<b>Total Revenues</b>		90,605.03	2,553,895.58	4,850,857.51	-2,296,961.93	52.65

## Fund: 100 - General Fund

Account Number	2023 May	2023 Actual 05/31/2023	2023 Budget	Budget Status	% of Budget	
100-00-51000-000-000	GENERAL GOVERNMENT	0.00	0.00	0.00	0.00	
100-00-51000-108-110	Board Members Salaries & Wages	1,700.00	6,100.00	33,000.00	26,900.00	18.48
100-00-51000-108-112	FICA Tax - Village Board	130.07	466.70	2,524.50	2,057.80	18.49
100-00-51000-108-320	Expenses - Board Members	0.00	97.19	4,778.00	4,680.81	2.03
100-00-51200-000-000	MUNICIPAL COURT	0.00	0.00	0.00	0.00	0.00
100-00-51200-100-333	Municipal Court Legal Fees	2,317.00	2,351.00	12,000.00	9,649.00	19.59
100-00-51250-350-000	Joint Court - Cost Share	0.00	0.00	0.00	0.00	0.00
100-00-51250-352-000	Kronenwetter Court Expenditure	0.00	0.00	25,000.00	25,000.00	0.00
100-00-51300-000-000	LEGAL	0.00	0.00	0.00	0.00	0.00
100-00-51300-302-000	Legal Fees-General	939.08	1,166.58	25,000.00	23,833.42	4.67
100-00-51400-000-000	Bank & Investment Fees	32.50	779.85	0.00	-779.85	0.00
100-00-51400-460-000	Office Supplies	1,658.41	7,637.95	10,000.00	2,362.05	76.38
100-00-51400-470-000	Office Equipment/Service Agree	33.75	3,295.29	13,000.00	9,704.71	25.35
100-00-51400-480-000	Computer Program Support	4,908.87	32,466.45	20,000.00	-12,466.45	162.33
100-00-51400-485-000	Computer Supplies & Expenses	7,114.79	50,074.27	152,500.00	102,425.73	32.84
100-00-51400-490-000	Surplus Item Disposal	0.00	0.00	0.00	0.00	0.00
100-00-51400-510-000	Independent Audit/Accounting	0.00	5,632.12	25,000.00	19,367.88	22.53
100-00-51400-511-000	Other Professional Services	9,419.81	44,057.84	0.00	-44,057.84	0.00
100-00-51400-512-000	Municipal Code	0.00	0.00	4,900.00	4,900.00	0.00
100-00-51400-514-000	Incentives for Individuals	0.00	0.00	0.00	0.00	0.00
100-00-51400-515-000	Health Ins Administration/HSA	0.00	0.00	0.00	0.00	0.00
100-00-51400-516-000	Uniforms	0.00	0.00	500.00	500.00	0.00
100-00-51400-517-000	Employee Safety/Wellness	0.00	0.00	350.00	350.00	0.00
100-00-51410-000-000	ADMINISTRATOR	0.00	0.00	0.00	0.00	0.00
100-00-51410-110-000	Salaries & Wages - Administrat	0.00	-1,809.29	59,500.00	61,309.29	-3.04
100-00-51410-110-111	FICA Tax - Administrator	0.00	-138.41	4,553.00	4,691.41	-3.04
100-00-51410-130-000	Health Insurance - Administrat	0.00	-859.74	13,222.00	14,081.74	-6.50
100-00-51410-131-000	EAP Fringe - Administrator	0.00	6.75	27.00	20.25	25.00
100-00-51410-132-000	Retirement (WRS) - Administrat	0.00	-117.60	4,045.00	4,162.60	-2.91
100-00-51410-322-000	Misc-Business/Mtg Expenses	0.00	0.00	300.00	300.00	0.00
100-00-51410-330-000	Mileage - Administrator	0.00	0.00	500.00	500.00	0.00
100-00-51410-332-000	Administrator's Relocation Exp	0.00	0.00	5,000.00	5,000.00	0.00
100-00-51410-340-000	Schooling, Training	0.00	0.00	1,100.00	1,100.00	0.00
100-00-51420-000-000	COMMUNITY DEVELOPMENT/ZONING	0.00	0.00	0.00	0.00	0.00
100-00-51420-110-000	Salaries & Wages - Zoning Admi	4,538.28	21,460.72	49,500.00	28,039.28	43.35
100-00-51420-110-001	Wages & Benefits - PC Clerk	0.00	0.00	205.75	205.75	0.00
100-00-51420-110-111	FICA Tax - Zoning Admin	338.02	1,596.07	3,787.00	2,190.93	42.15
100-00-51420-130-000	Health Insurance - Zoning Admi	3,632.40	8,202.89	18,888.48	10,685.59	43.43
100-00-51420-131-000	EAP Fringe - Zoning Administra	0.00	0.00	27.00	27.00	0.00
100-00-51420-132-000	Retirement (WRS) - Zoning Admi	308.62	1,459.42	3,365.00	1,905.58	43.37
100-00-51420-330-000	Mileage - CD/Zoning Admin	105.46	105.46	2,000.00	1,894.54	5.27
100-00-51420-340-000	Training/Schooling/Meetings	0.00	0.00	1,500.00	1,500.00	0.00
100-00-51420-345-000	CD/ZA Materials and Supplies	0.00	305.47	200.00	-105.47	152.74
100-00-51420-350-000	Community Events	450.00	1,263.74	3,500.00	2,236.26	36.11
100-00-51420-360-000	Marketing	576.63	790.19	2,000.00	1,209.81	39.51
100-00-51420-365-000	Entrance Signs	0.00	0.00	0.00	0.00	0.00
100-00-51420-370-000	Engineering/Surveying/Consulti	0.00	0.00	5,000.00	5,000.00	0.00
100-00-51421-000-000	CLERK	0.00	0.00	0.00	0.00	0.00
100-00-51421-110-000	Salaries & Wages - Clerk	3,960.00	18,548.51	54,000.00	35,451.49	34.35
100-00-51421-110-111	FICA Tax - Clerk	291.82	1,463.22	4,129.00	2,665.78	35.44
100-00-51421-130-000	Health Insurance - Clerk	3,632.40	8,480.64	17,000.00	8,519.36	49.89
100-00-51421-131-000	EAP Fringe - Clerk	0.00	6.75	27.00	20.25	25.00



Fund: 100 - General Fund

Account Number	2023 May	2023 Actual 05/31/2023	2023 Budget	Budget Status	% of Budget	
100-00-51421-132-000	Retirement (WRS) - Clerk	269.28	1,270.83	3,671.00	2,400.17	34.62
100-00-51421-322-000	Misc - Bonding	0.00	0.00	110.00	110.00	0.00
100-00-51421-330-000	Mileage - Clerk	0.00	0.00	500.00	500.00	0.00
100-00-51421-340-000	Training/Schooling/Meetings	575.34	1,958.61	1,500.00	-458.61	130.57
100-00-51422-000-000	DEPUTY CLERK	0.00	0.00	0.00	0.00	0.00
100-00-51422-110-000	Salaries & Wages - Deputy Cler	720.32	3,601.60	9,364.16	5,762.56	38.46
100-00-51422-110-111	FICA Tax - Deputy Clerk	52.64	264.43	717.00	452.57	36.88
100-00-51422-111-000	EAP Salary - Deputy Clerk	0.00	0.00	0.00	0.00	0.00
100-00-51422-130-000	Health Insurance - Deputy Cler	726.48	1,756.56	3,777.00	2,020.44	46.51
100-00-51422-131-000	EAP Fringe - Deputy Clerk	0.00	0.00	0.00	0.00	0.00
100-00-51422-132-000	Retirement (WRS) - Deputy Cler	48.98	244.90	637.00	392.10	38.45
100-00-51422-322-000	Miscellaneous-Bonding	0.00	0.00	100.00	100.00	0.00
100-00-51422-330-000	Mileage - Deputy Clerk	0.00	0.00	200.00	200.00	0.00
100-00-51422-340-000	Training/Schooling/Meetings	0.00	0.00	1,000.00	1,000.00	0.00
100-00-51423-000-000	ADMIN ASSIST	0.00	0.00	0.00	0.00	0.00
100-00-51423-110-000	Salaries & Wages - AA	2,785.63	14,607.39	46,820.80	32,213.41	31.20
100-00-51423-110-111	FICA Tax - AA	203.60	1,068.94	3,582.00	2,513.06	29.84
100-00-51423-130-000	Health Insurance - AA	3,632.40	8,860.00	0.00	-8,860.00	0.00
100-00-51423-131-000	EAP Fringe - AA	0.00	0.00	26.00	26.00	0.00
100-00-51423-132-000	Retirement (WRS) - AA	189.42	1,015.22	3,184.00	2,168.78	31.89
100-00-51423-330-000	Mileage - Administration	0.00	0.00	100.00	100.00	0.00
100-00-51423-340-000	Training/Schooling/Meetings	0.00	0.00	250.00	250.00	0.00
100-00-51425-000-000	PLANNING TECHNICIAN	0.00	0.00	0.00	0.00	0.00
100-00-51425-110-000	Salary & Wages - Plan Tech	2,180.52	10,902.60	30,186.00	19,283.40	36.12
100-00-51425-110-111	FICA Tax - Plan Tech	158.48	791.58	2,308.00	1,516.42	34.30
100-00-51425-130-000	Health Insurance - Plan Tech	3,632.40	6,594.03	12,749.00	6,154.97	51.72
100-00-51425-131-000	EAP Fringe - Plan Tech	0.00	0.00	2,052.00	2,052.00	0.00
100-00-51425-132-000	Retirement (WRS) - Plan Tech	148.28	741.40	0.00	-741.40	0.00
100-00-51425-330-000	Mileage - Plan Tech	0.00	469.64	1,000.00	530.36	46.96
100-00-51425-340-000	Training/Schooling/Meetings	0.00	200.00	1,000.00	800.00	20.00
100-00-51427-000-000	ACCT CLERK	0.00	0.00	0.00	0.00	0.00
100-00-51427-110-000	Salaries & Wages - Acct Clerk	4,626.30	21,891.01	36,701.80	14,810.79	59.65
100-00-51427-110-111	FICA Tax - Acct Clerk	338.27	1,604.23	3,236.00	1,631.77	49.57
100-00-51427-130-000	Health Insurance - Acct Clerk	3,269.16	8,439.54	17,001.00	8,561.46	49.64
100-00-51427-131-000	EAP Fringe - Acct Clerk	0.00	6.75	27.00	20.25	25.00
100-00-51427-132-000	Retirement (WRS) - Acct Clerk	314.58	1,490.88	2,877.00	1,386.12	51.82
100-00-51427-322-000	Misc - Bonding - Acct Clerk	0.00	0.00	300.00	300.00	0.00
100-00-51427-330-000	Mileage - Acct Clerk	109.65	215.76	650.00	434.24	33.19
100-00-51427-340-000	Training/Schooling/Meetings	0.00	0.00	500.00	500.00	0.00
100-00-51440-000-000	ELECTIONS	-2,548.83	0.00	0.00	0.00	0.00
100-00-51440-110-000	Salaries & Wages - Elections	0.00	9,244.20	5,000.00	-4,244.20	184.88
100-00-51440-110-111	FICA Tax - Elections	0.00	19.00	100.00	81.00	19.00
100-00-51440-132-000	Retirement (WRS) - Elections	0.00	0.00	0.00	0.00	0.00
100-00-51440-350-000	Other Expenses & Supplies	4,218.21	7,437.72	4,000.00	-3,437.72	185.94
100-00-51500-000-000	COMMISSIONS, COMMITTEES, BDS	0.00	0.00	0.00	0.00	0.00
100-00-51500-530-000	Properties & Infrastructure	0.00	645.91	1,000.00	354.09	64.59
100-00-51500-532-000	Board of Appeals	0.00	161.46	300.00	138.54	53.82
100-00-51500-540-000	Community Life & Public Safety	0.00	672.81	1,000.00	327.19	67.28
100-00-51500-560-000	Planning Commission	0.00	1,318.72	1,100.00	-218.72	119.88
100-00-51500-580-000	Recruitment	151.00	306.00	15,000.00	14,694.00	2.04
100-00-51500-580-001	Recruiting	88.00	890.47	5,000.00	4,109.53	17.81
100-00-51500-585-000	Ethics Committee	0.00	0.00	0.00	0.00	0.00

Fund: 100 - General Fund

Account Number	2023 May	2023 Actual 05/31/2023	2023 Budget	Budget Status	% of Budget	
100-00-51500-590-000	Administrative Policy	0.00	403.69	1,050.00	646.31	38.45
100-00-51500-595-000	Special / Ad Hoc Committees	0.00	430.60	750.00	319.40	57.41
100-00-51520-000-000	TREASURER	0.00	0.00	0.00	0.00	0.00
100-00-51520-110-000	Salaries & Wages - Treasurer	5,555.15	26,617.05	56,000.00	29,382.95	47.53
100-00-51520-110-111	FICA Tax - Treasurer	415.76	1,999.78	4,282.00	2,282.22	46.70
100-00-51520-111-000	Tax Collection Help Wages/FICA	0.00	0.00	0.00	0.00	0.00
100-00-51520-130-000	Health Insurance - Treasurer	3,228.80	6,530.45	13,221.00	6,690.55	49.39
100-00-51520-131-000	EAP Fringe - Treasurer	0.00	6.75	27.00	20.25	25.00
100-00-51520-132-000	Retirement (WRS) - Treasurer	0.00	621.68	3,807.00	3,185.32	16.33
100-00-51520-322-000	Miscellaneous-Bonding	0.00	0.00	650.00	650.00	0.00
100-00-51520-330-000	Mileage - Treasurer	130.48	258.95	350.00	91.05	73.99
100-00-51520-332-000	Treasurer Relocation Exp	0.00	0.00	0.00	0.00	0.00
100-00-51520-340-000	Training/Schooling/Meetings	354.22	354.22	1,500.00	1,145.78	23.61
100-00-51530-000-000	ASSESSOR	0.00	0.00	0.00	0.00	0.00
100-00-51530-110-000	Assessor Fee	1,403.24	7,016.24	15,000.00	7,983.76	46.77
100-00-51530-113-000	Assessor - Manufacturing	0.00	0.00	1,200.00	1,200.00	0.00
100-00-51530-200-000	Revaluation of Property	0.00	0.00	0.00	0.00	0.00
100-00-51600-000-000	MUNICIPAL BUILDING	0.00	0.00	0.00	0.00	0.00
100-00-51600-110-000	Wages -Cleaning/Snow Removal	886.88	6,423.53	16,000.00	9,576.47	40.15
100-00-51600-111-000	FICA - Cleaning & Snow Removal	67.84	491.40	1,224.00	732.60	40.15
100-00-51600-326-000	Utilities	2,180.05	14,939.12	35,000.00	20,060.88	42.68
100-00-51600-354-000	Materials & Supplies	205.76	2,025.68	3,500.00	1,474.32	57.88
100-00-51600-389-000	Maintenance	665.46	16,397.66	30,000.00	13,602.34	54.66
100-00-51900-000-000	OTHER GENERAL GOVERNMENT	0.00	0.00	0.00	0.00	0.00
100-00-51900-095-000	Unemployment	0.00	0.00	0.00	0.00	0.00
100-00-51900-111-000	Employee Development Incentive	0.00	0.00	0.00	0.00	0.00
100-00-51900-115-000	Village Employee Event	55.99	594.57	500.00	-94.57	118.91
100-00-51900-120-000	Employee Settlements	0.00	0.00	7,875.00	7,875.00	0.00
100-00-51900-120-100	Other Settlements	0.00	0.00	0.00	0.00	0.00
100-00-51900-121-000	Gypsy Moth Spraying	0.00	0.00	0.00	0.00	0.00
100-00-51900-910-000	Tax Refunds & Adjustments	0.00	0.00	500.00	500.00	0.00
100-00-51900-938-000	Property & Liability Insurance	0.00	28,650.85	22,000.00	-6,650.85	130.23
100-00-51900-960-000	Publications	62.63	1,405.23	2,000.00	594.77	70.26
100-00-51900-970-000	Newsletter	1,009.24	3,990.28	3,600.00	-390.28	110.84
100-00-51900-980-000	Maps, etc	0.00	0.00	0.00	0.00	0.00
100-00-51900-990-000	Dues & Memberships	0.00	6,486.01	10,000.00	3,513.99	64.86
100-00-51900-991-000	Bank & Investment Fees	0.00	272.51	500.00	227.49	54.50
100-00-51900-994-000	Weights Measures Inspection	400.00	400.00	400.00	0.00	100.00
100-00-51900-995-000	Pop Machine	0.00	0.00	0.00	0.00	0.00
100-00-51900-996-000	Other Miscellaneous	0.00	0.00	0.00	0.00	0.00
100-00-51900-997-000	Web Site Maintenance	0.00	0.00	2,500.00	2,500.00	0.00
100-00-51910-000-000	Illegal Taxes, Refunds, Uncoll	0.00	0.00	0.00	0.00	0.00
100-00-51990-000-000	Non-Recurring Operating Exp.	0.00	0.00	3,000.00	3,000.00	0.00

<b>Equipment Purchases</b>	<b>88,599.52</b>	<b>449,898.47</b>	<b>1,036,991.49</b>	<b>587,093.02</b>	<b>43.38</b>
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100-00-52000-000-000	PUBLIC SAFETY	0.00	0.00	0.00	0.00	0.00
100-00-52000-110-000	CROSSING GUARDS	0.00	0.00	0.00	0.00	0.00
100-00-52000-110-110	Salaries & Wages - Cross Guard	510.00	2,370.00	4,860.00	2,490.00	48.77
100-00-52000-110-111	FICA Tax - Crossing Guard	39.02	181.34	372.00	190.66	48.75
100-00-52000-110-938	Insurance - Crossing Guard	0.00	188.05	0.00	-188.05	0.00
100-00-52000-120-000	POLICE DEPARTMENT	0.00	0.00	0.00	0.00	0.00
100-00-52000-120-100	POLICE CHIEF & LIEUTENANT	0.00	0.00	0.00	0.00	0.00

Fund: 100 - General Fund

Account Number		2023 May	2023 Actual 05/31/2023	2023 Budget	Budget Status	% of Budget
100-00-52000-120-110	Salaries & Wages -Police Chief	7,684.62	36,551.23	94,400.00	57,848.77	38.72
100-00-52000-120-111	FICA Tax - Police Chief	575.52	2,737.57	7,222.00	4,484.43	37.91
100-00-52000-120-131	Health Ins - Police Chief	3,632.40	8,804.78	18,888.48	10,083.70	46.61
100-00-52000-120-132	Retirement (WRS) -Police Chief	1,015.90	4,942.45	10,196.00	5,253.55	48.47
100-00-52000-120-138	Training & Conf - Police Chief	0.00	480.62	1,400.00	919.38	34.33
100-00-52000-120-140	Employee Assistance Prog-Chief	0.00	6.75	27.00	20.25	25.00
100-00-52000-120-145	Life Insurance-Chief	0.00	0.00	0.00	0.00	0.00
100-00-52000-120-146	Professional Dues-Police Chief	0.00	480.00	550.00	70.00	87.27
100-00-52000-120-150	Salary & Wages - Lieutenant	7,235.00	34,210.99	88,878.40	54,667.41	38.49
100-00-52000-120-151	FICA - Lieutenant	541.38	2,556.07	6,800.00	4,243.93	37.59
100-00-52000-120-152	Retirement - Lieutenant	956.91	4,632.42	3,000.00	-1,632.42	154.41
100-00-52000-120-153	Health Insurance - Lieutenant	3,632.40	8,651.44	9,599.00	947.56	90.13
100-00-52000-120-154	Overtime Wages-Lieutenant	0.00	54.41	0.00	-54.41	0.00
100-00-52000-120-155	Overtime FICA-Lieutenant	0.00	4.06	0.00	-4.06	0.00
100-00-52000-120-156	Overtime Retirement-Lieutenant	0.00	7.19	0.00	-7.19	0.00
100-00-52000-120-157	EAP-Lieutenant	0.00	6.75	27.00	20.25	25.00
100-00-52000-120-158	Premium Pay - Lieutenant	3.40	13.85	0.00	-13.85	0.00
100-00-52000-120-159	Professional Dues - Lieutenant	0.00	454.00	150.00	-304.00	302.67
100-00-52000-120-160	Training & Conf - Lieutenant	0.00	0.00	1,500.00	1,500.00	0.00
100-00-52000-120-200	POLICE OFFICERS	0.00	0.00	0.00	0.00	0.00
100-00-52000-120-210	Salaries & Wages - FT Officers	40,351.43	171,193.64	588,418.00	417,224.36	29.09
100-00-52000-120-211	FICA Tax - FT Officers	3,090.66	13,640.77	45,014.00	31,373.23	30.30
100-00-52000-120-212	Premium Pay - FT Officers	588.16	10,315.26	48,635.22	38,319.96	21.21
100-00-52000-120-220	Salaries & Wages - PT Officers	167.70	420.46	10,736.00	10,315.54	3.92
100-00-52000-120-221	FICA Tax - PT Officers	12.83	32.17	822.00	789.83	3.91
100-00-52000-120-222	Retirement (WRS) - PT Officers	0.00	0.00	0.00	0.00	0.00
100-00-52000-120-231	Health Insurance - FT Officers	-859.24	-5,204.49	87,553.92	92,758.41	-5.94
100-00-52000-120-232	Retirement (WRS) - FT Officers	5,203.78	23,971.24	63,550.00	39,578.76	37.72
100-00-52000-120-233	Overtime - FT Officers	754.32	4,612.80	14,815.00	10,202.20	31.14
100-00-52000-120-234	OT FICA Tax - FT Officers	57.71	352.24	4,855.00	4,502.76	7.26
100-00-52000-120-236	OT-FT Officers - Grant Wages	0.00	0.00	0.00	0.00	0.00
100-00-52000-120-237	Retirement OT - FT Officers	99.71	609.80	6,854.00	6,244.20	8.90
100-00-52000-120-238	Training - Officers	250.00	892.76	5,000.00	4,107.24	17.86
100-00-52000-120-240	Emergency Assist Prog-Officers	0.00	60.75	162.00	101.25	37.50
100-00-52000-120-250	Legal Services-Police Dept	0.00	50.00	500.00	450.00	10.00
100-00-52000-120-320	Ammunition	0.00	1,178.98	3,000.00	1,821.02	39.30
100-00-52000-120-321	FT Officers Protective Cloth	437.82	3,846.36	7,500.00	3,653.64	51.28
100-00-52000-120-322	PT Officers Protective Cloth	0.00	0.00	500.00	500.00	0.00
100-00-52000-120-323	Physical Exams	211.50	711.50	2,800.00	2,088.50	25.41
100-00-52000-120-324	Fuel	2,077.60	8,835.56	40,000.00	31,164.44	22.09
100-00-52000-120-326	Telephone & Utilities - Police	629.20	1,675.55	8,000.00	6,324.45	20.94
100-00-52000-120-351	Pooled Car Expenses	0.00	0.00	0.00	0.00	0.00
100-00-52000-120-352	Pooled Car Usage	0.00	0.00	0.00	0.00	0.00
100-00-52000-120-380	Equipment Repairs/Maintenance	667.61	6,537.37	15,000.00	8,462.63	43.58
100-00-52000-120-400	POLICE CLERK	0.00	0.00	0.00	0.00	0.00
100-00-52000-120-410	Salaries & Wages	2,016.44	9,633.95	26,213.83	16,579.88	36.75
100-00-52000-120-411	FICA Tax - Police Clerk	148.20	707.38	2,005.00	1,297.62	35.28
100-00-52000-120-431	Health Ins - Police Clerk	1,598.27	3,933.81	9,255.00	5,321.19	42.50
100-00-52000-120-432	Retirement(WRS) - Police Clerk	137.12	626.14	1,782.00	1,155.86	35.14
100-00-52000-120-434	Employee Assist Prog-PD Clerk	0.00	6.75	27.00	20.25	25.00
100-00-52000-120-437	Mileage - Police Clerk	0.00	0.00	150.00	150.00	0.00
100-00-52000-120-438	Train/Meetings - Police Clerk	0.00	0.00	300.00	300.00	0.00

Fund: 100 - General Fund

Account Number		2023 May	2023 Actual 05/31/2023	2023 Budget	Budget Status	% of Budget
100-00-52000-120-439	Dues & Memberships - PD Clerk	0.00	0.00	0.00	0.00	0.00
100-00-52000-120-440	OT Wages - Police Clerk	0.00	0.00	394.00	394.00	0.00
100-00-52000-120-441	OT FICA - Police Clerk	0.00	0.00	31.00	31.00	0.00
100-00-52000-120-442	OT Retirement - Police Clerk	0.00	0.00	27.00	27.00	0.00
100-00-52000-120-443	PROPERTY ROOM MANAGER	0.00	0.00	0.00	0.00	0.00
100-00-52000-120-444	Salaries & Wages	729.00	1,863.00	10,388.00	8,525.00	17.93
100-00-52000-120-445	FICA Tax - Prop Room Mgr	55.77	142.53	794.68	652.15	17.94
100-00-52000-120-459	POLICE DEPARTMENT - OTHER	0.00	0.00	0.00	0.00	0.00
100-00-52000-120-460	Office Supplies	106.83	1,916.66	5,000.00	3,083.34	38.33
100-00-52000-120-475	Postage & Shipping	20.00	238.32	500.00	261.68	47.66
100-00-52000-120-476	Property Room/Evidence	0.00	59.08	800.00	740.92	7.39
100-00-52000-120-477	Narcans supplies	0.00	-120.00	0.00	120.00	0.00
100-00-52000-120-500	POLICE ADM ASSISTANT	0.00	0.00	0.00	0.00	0.00
100-00-52000-120-510	Salaries & Wages	0.00	0.00	0.00	0.00	0.00
100-00-52000-120-511	FICA Tax - Adm Assist	0.00	0.00	0.00	0.00	0.00
100-00-52000-120-531	Health Insurance - Adm Assist	0.00	0.00	0.00	0.00	0.00
100-00-52000-120-532	Retirement (WRS) Adm Assist	0.00	0.00	0.00	0.00	0.00
100-00-52000-120-600	PD Licensing Expenses	0.00	0.00	100.00	100.00	0.00
100-00-52000-120-809	PD K-9	0.00	0.00	0.00	0.00	0.00
100-00-52000-120-810	MCHS Animal Transport Expense	0.00	0.00	0.00	0.00	0.00
100-00-52000-120-811	Outlay-Equipment	0.00	1,273.78	7,000.00	5,726.22	18.20
100-00-52000-120-812	PD Grant Expenditures	0.00	18,309.92	18,500.00	190.08	98.97
100-00-52000-120-815	PD Contracted Services	0.00	0.00	500.00	500.00	0.00
100-00-52000-120-820	Computer Purchase/Software	0.00	0.00	2,100.00	2,100.00	0.00
100-00-52000-120-821	Computer Support/Upgrades	0.00	13,039.00	30,000.00	16,961.00	43.46
100-00-52000-120-822	Computer & Background Cks	0.00	0.00	0.00	0.00	0.00
100-00-52000-120-823	Mobile Data Air Card Service	0.00	0.00	0.00	0.00	0.00
100-00-52000-120-938	Police Department Insurance	0.00	26,833.37	32,000.00	5,166.63	83.85
100-00-52000-201-000	FIRE DEPARTMENT	0.00	0.00	0.00	0.00	0.00
100-00-52000-201-110	Salaries & Wages	16,173.50	67,316.00	70,000.00	2,684.00	96.17
100-00-52000-201-111	FICA Tax - Fire Department	1,240.01	5,177.80	4,500.00	-677.80	115.06
100-00-52000-201-131	Employee Assistance Program	0.00	175.50	1,200.00	1,024.50	14.63
100-00-52000-201-135	Unemployment	0.00	0.00	0.00	0.00	0.00
100-00-52000-201-200	ADMINISTRATIVE ASSISTANCE	0.00	0.00	0.00	0.00	0.00
100-00-52000-201-210	Salaries & Wages AA	0.00	0.00	0.00	0.00	0.00
100-00-52000-201-211	FICA Tax AA	0.00	0.00	0.00	0.00	0.00
100-00-52000-201-230	Health Insurance AA	0.00	0.00	0.00	0.00	0.00
100-00-52000-201-232	Retirement AA	0.00	0.00	0.00	0.00	0.00
100-00-52000-201-321	Protective Clothing	0.00	4,838.32	20,000.00	15,161.68	24.19
100-00-52000-201-322	Miscellaneous FD Supplies	124.99	282.54	1,000.00	717.46	28.25
100-00-52000-201-323	Physical Exams	0.00	409.50	1,500.00	1,090.50	27.30
100-00-52000-201-324	Fuel	618.14	1,543.85	5,000.00	3,456.15	30.88
100-00-52000-201-325	Foam	0.00	0.00	0.00	0.00	0.00
100-00-52000-201-326	Utilities - Siren	101.66	304.87	430.00	125.13	70.90
100-00-52000-201-327	Radios	0.00	0.00	7,500.00	7,500.00	0.00
100-00-52000-201-328	Disab/Accident Death Policy	0.00	3,683.51	2,500.00	-1,183.51	147.34
100-00-52000-201-329	Mileage - Fire Department	340.60	782.17	1,300.00	517.83	60.17
100-00-52000-201-330	Phone Reimbursement	40.00	120.00	800.00	680.00	15.00
100-00-52000-201-331	FD Dues & Memberships	0.00	0.00	1,000.00	1,000.00	0.00
100-00-52000-201-340	Training/Schooling/Meetings	0.00	1,275.00	1,000.00	-275.00	127.50
100-00-52000-201-350	Office Expenses & Supplies	109.70	2,040.29	1,500.00	-540.29	136.02
100-00-52000-201-351	Fire Prevention Supplies	0.00	0.00	0.00	0.00	0.00

Fund: 100 - General Fund

Account Number		2023 May	2023 Actual 05/31/2023	2023 Budget	Budget Status	% of Budget
100-00-52000-201-380	Equipment Repairs/Maintenance	3,030.68	6,926.09	25,000.00	18,073.91	27.70
100-00-52000-201-381	Vehicle Maintenance	-200.49	0.00	0.00	0.00	0.00
100-00-52000-201-382	Bad Debt Expense-Fire Calls	0.00	0.00	0.00	0.00	0.00
100-00-52000-201-383	Field Tools Outlay	0.00	7,064.24	7,500.00	435.76	94.19
100-00-52000-201-500	Fund Raising	0.00	0.00	0.00	0.00	0.00
100-00-52000-201-810	Outlay-Truck Replacement	0.00	0.00	0.00	0.00	0.00
100-00-52000-201-820	Computer Purchase/Software	0.00	0.00	1,500.00	1,500.00	0.00
100-00-52000-201-822	Emergency Operations Center	0.00	0.00	0.00	0.00	0.00
100-00-52000-201-938	Fire Department Insurance	119.16	18,081.94	16,500.00	-1,581.94	109.59
100-00-52000-201-940	FD Grant Matching	0.00	0.00	0.00	0.00	0.00
100-00-52000-300-000	FIRST RESPONDERS	0.00	0.00	0.00	0.00	0.00
100-00-52000-300-110	EMS/FR WAGE	3,590.50	16,714.75	25,000.00	8,285.25	66.86
100-00-52000-300-111	FICA Tax - First Responders	267.40	1,242.43	1,300.00	57.57	95.57
100-00-52000-301-000	Equipment Supplies/Maintenance	0.00	366.37	5,000.00	4,633.63	7.33
100-00-52000-301-322	First Responder/EMS Bad Debt	0.00	0.00	0.00	0.00	0.00
100-00-52000-301-340	Training/Schooling/Add'l Mtgs	0.00	0.00	1,600.00	1,600.00	0.00
100-00-52000-301-350	Supplies, Mileage & Expenses	81.29	209.67	3,000.00	2,790.33	6.99
100-00-52000-301-360	Medical/Physicals	0.00	0.00	0.00	0.00	0.00
100-00-52000-301-370	EMS Grant Expense	-62,863.05	-56,293.69	0.00	56,293.69	0.00
100-00-52000-301-811	Outlay-Equipment	0.00	1,339.45	4,000.00	2,660.55	33.49
100-00-52000-310-000	AMBULANCE SERVICE	0.00	0.00	0.00	0.00	0.00
100-00-52000-310-210	Outside Services	10,300.00	5,150.00	22,000.00	16,850.00	23.41
100-00-52000-310-322	Bad Debt Expense-Misc	0.00	0.00	0.00	0.00	0.00
100-00-52000-310-329	Service/Standby Fee	-10,300.00	50,681.12	55,000.00	4,318.88	92.15
100-00-52000-370-000	EMS Grant Expense	0.00	0.00	0.00	0.00	0.00
100-00-52000-400-000	BUILDING INSPECTOR	0.00	0.00	0.00	0.00	0.00
100-00-52000-400-110	Salaries & Wages	1,066.82	4,877.62	14,846.67	9,969.05	32.85
100-00-52000-400-130	Retirement (WRS)	72.54	331.66	1,136.50	804.84	29.18
100-00-52000-400-131	Health Insurance	0.00	-123.61	5,668.00	5,791.61	-2.18
100-00-52000-400-134	FICA-Building Inspector	78.10	357.15	1,010.00	652.85	35.36
100-00-52000-400-250	Contracted Inspector Services	0.00	325.00	20,000.00	19,675.00	1.63
100-00-52000-400-352	Administrative Books, Codes	0.00	0.00	1,600.00	1,600.00	0.00
100-00-52000-400-354	Computer Software and Supplies	0.00	0.00	0.00	0.00	0.00
100-00-52800-000-000	POLICE & FIRE COMMISSION	0.00	0.00	0.00	0.00	0.00
100-00-52800-100-000	PFC Wages	0.00	1,150.00	1,500.00	350.00	76.67
100-00-52800-100-010	PFC FICA Tax	0.00	87.98	114.75	26.77	76.67
100-00-52800-100-100	PFC Clerk Salaries & Wages	246.92	1,179.71	3,209.86	2,030.15	36.75
100-00-52800-100-111	PFC Clerk FICA Tax	18.14	91.07	246.00	154.93	37.02
100-00-52800-100-130	Health Insurance-PFC Clerk	500.46	863.24	1,134.00	270.76	76.12
100-00-52800-100-131	PFC Clerk Retirement	16.80	84.00	219.00	135.00	38.36
100-00-52800-100-132	OT Wages PFC Clerk	0.00	0.00	0.00	0.00	0.00
100-00-52800-100-133	OT FICA PFC Clerk	0.00	0.00	0.00	0.00	0.00
100-00-52800-100-134	OT Retirement PFC Clerk	0.00	0.00	0.00	0.00	0.00
100-00-52800-100-320	PFC Expenses	0.00	0.00	0.00	0.00	0.00
100-00-52800-100-321	PFC Postage	20.00	77.21	40.00	-37.21	193.03
100-00-52800-100-330	Mileage - Police & Fire Comm.	0.00	0.00	0.00	0.00	0.00
100-00-52800-100-340	PFC Training/Schooling	0.00	0.00	275.00	275.00	0.00
100-00-52800-100-354	Materials & Supplies	0.00	0.00	50.00	50.00	0.00
100-00-52800-330-000	Legal Fees-Police & Fire Comm	0.00	0.00	100.00	100.00	0.00
100-00-52800-331-000	Hearing Expense - PFC	0.00	0.00	0.00	0.00	0.00

<b>EMS Grant Expense</b>	49,172.84	578,263.13	1,687,232.31	1,108,969.18	34.27
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Fund: 100 - General Fund

Account Number		2023 May	2023 Actual 05/31/2023	2023 Budget	Budget Status	% of Budget
100-00-53000-000-000	PUBLIC WORKS	0.00	0.00	0.00	0.00	0.00
100-00-53000-300-000	Engineering Costs	0.00	0.00	50,000.00	50,000.00	0.00
100-00-53000-300-110	Consultant Fees/Contract	0.00	0.00	0.00	0.00	0.00
100-00-53000-301-000	Stormwater Permit Requirements	0.00	0.00	1,200.00	1,200.00	0.00
100-00-53000-302-000	PUBLIC WORKS DIRECTOR	50.00	50.00	0.00	-50.00	0.00
100-00-53000-302-110	Salaries & Wages - PW Director	1,830.72	11,235.39	32,390.00	21,154.61	34.69
100-00-53000-302-111	FICA Tax - PW Director	135.15	835.81	2,477.00	1,641.19	33.74
100-00-53000-302-130	Health Insurance - PW Director	3,632.40	8,942.66	7,556.00	-1,386.66	118.35
100-00-53000-302-131	EAP Fringe - PW Director	0.00	6.75	27.00	20.25	25.00
100-00-53000-302-132	Retirement (WRS) - PW Director	124.47	765.97	2,202.00	1,436.03	34.79
100-00-53000-302-322	Phone Expense - PW Director	80.00	80.00	480.00	400.00	16.67
100-00-53000-302-330	Mileage - Public Works	24.89	96.28	1,500.00	1,403.72	6.42
100-00-53000-302-340	Schooling, Training	140.00	1,052.82	1,500.00	447.18	70.19
100-00-53000-311-000	ROAD & STREET MAINTENANCE	0.00	0.00	0.00	0.00	0.00
100-00-53000-311-110	Salaries & Wages	19,829.41	120,682.91	290,764.80	170,081.89	41.51
100-00-53000-311-111	Wages-Part Time	0.00	338.41	1,689.00	1,350.59	20.04
100-00-53000-311-113	FICA Part Time	0.00	63.31	130.00	66.69	48.70
100-00-53000-311-114	Public Works Crew OT	45.00	8,677.88	18,125.00	9,447.12	47.88
100-00-53000-311-115	Public Works Crew OT FICA	3.33	648.35	1,387.00	738.65	46.74
100-00-53000-311-116	Public Works Crew OT Retirement	3.06	590.09	1,233.00	642.91	47.86
100-00-53000-311-130	PW Employees Physicals	110.00	173.75	300.00	126.25	57.92
100-00-53000-311-131	Health Insurance	13,738.54	36,663.04	83,109.00	46,445.96	44.11
100-00-53000-311-132	Retirement - PW Crew Gen/Call	1,348.40	7,425.53	19,772.00	12,346.47	37.56
100-00-53000-311-134	SS FICA - PW Crew Gen/Call	1,465.56	9,521.83	22,244.00	12,722.17	42.81
100-00-53000-311-137	PW Crew EAP Fringe	0.00	33.75	135.00	101.25	25.00
100-00-53000-311-340	Workshops & Training	0.00	0.00	500.00	500.00	0.00
100-00-53000-311-342	Salt/Brine	0.00	55,221.79	175,000.00	119,778.21	31.56
100-00-53000-311-343	Dust Control	0.00	0.00	0.00	0.00	0.00
100-00-53000-311-344	Patching Material-Asphalt	0.00	1,624.00	30,000.00	28,376.00	5.41
100-00-53000-311-345	Seal Coating	24,605.18	24,605.18	235,000.00	210,394.82	10.47
100-00-53000-311-346	Crackfilling	0.00	0.00	45,000.00	45,000.00	0.00
100-00-53000-311-347	Pavement Marking	0.00	0.00	20,000.00	20,000.00	0.00
100-00-53000-311-348	Gravel & Road Base	0.00	-7,766.25	25,000.00	32,766.25	-31.07
100-00-53000-311-349	Capital - Road Improvements	12.74	-2,298.86	90,000.00	92,298.86	-2.55
100-00-53000-311-357	Culverts	5,243.03	5,243.03	15,000.00	9,756.97	34.95
100-00-53000-311-358	Road Signs	0.00	0.00	4,245.00	4,245.00	0.00
100-00-53000-311-359	Bridge Inspections	0.00	0.00	3,000.00	3,000.00	0.00
100-00-53000-311-360	Storm Water	881.25	2,381.25	2,500.00	118.75	95.25
100-00-53000-311-380	Equipment; Repairs/Maintenance	2,226.32	31,172.75	54,000.00	22,827.25	57.73
100-00-53000-311-381	Traffic Signal Maintenance	341.28	341.28	3,500.00	3,158.72	9.75
100-00-53000-311-382	Traffic Signal Major Repairs	4,229.96	4,229.96	3,000.00	-1,229.96	141.00
100-00-53000-311-384	PWKS; Fuel Charges	2,583.89	31,684.51	54,414.00	22,729.49	58.23
100-00-53000-311-385	Tires	0.00	0.00	0.00	0.00	0.00
100-00-53000-311-811	Outlay-Equipment	0.00	0.00	0.00	0.00	0.00
100-00-53000-311-814	Equipment Rental Fees	0.00	409.70	47,000.00	46,590.30	0.87
100-00-53000-311-815	PW Non-Recurring Oper Expense	0.00	0.00	0.00	0.00	0.00
100-00-53000-312-326	Garage Utilities	1,502.62	8,767.28	11,500.00	2,732.72	76.24
100-00-53000-312-329	Uniforms & Safety Equipment	578.34	1,770.99	4,500.00	2,729.01	39.36
100-00-53000-312-354	Office Supplies	0.00	83.77	265.00	181.23	31.61
100-00-53000-312-355	Winter Maint-Plow Blades ETC	0.00	2,769.33	8,000.00	5,230.67	34.62
100-00-53000-312-356	Winter Damage-Private Property	0.00	0.00	150.00	150.00	0.00
100-00-53000-314-320	Garage Supplies & Expenses	6,352.90	10,813.45	12,000.00	1,186.55	90.11

Fund: 100 - General Fund

Account Number		2023 May	2023 Actual 05/31/2023	2023 Budget	Budget Status	% of Budget
100-00-53000-314-422	Weather Sirens	0.00	0.00	1,000.00	1,000.00	0.00
100-00-53000-315-420	Street Lighting	4,325.09	20,554.19	50,000.00	29,445.81	41.11
100-00-53000-620-110	Recycling Salaries & Wages	0.00	0.00	0.00	0.00	0.00
100-00-53000-620-111	FICA Tax - Recycling	0.00	0.00	0.00	0.00	0.00
100-00-53000-620-133	Crew Yard Site Salaries	0.00	0.00	0.00	0.00	0.00
100-00-53000-620-134	Crew Yard Site FICA	0.00	0.00	0.00	0.00	0.00
100-00-53000-620-310	Disposal of Roadside Garbage	0.00	0.00	0.00	0.00	0.00
100-00-53000-620-315	Recycling Expenses	13,375.03	45,020.99	134,089.00	89,068.01	33.58
100-00-53000-620-317	Yard Waste Site Exp	0.00	2,500.00	0.00	-2,500.00	0.00
100-00-53000-620-320	Solid Waste Collection Expense	39,171.00	111,666.38	366,512.00	254,845.62	30.47
100-00-53000-938-000	Public Works Insurance	0.00	22,415.14	40,000.00	17,584.86	56.04
100-00-53000-940-000	ROW Tree Work	0.00	0.00	0.00	0.00	0.00
<b>PWKS; Fuel Charges</b>		<b>147,989.56</b>	<b>581,094.39</b>	<b>1,973,395.80</b>	<b>1,392,301.41</b>	<b>29.45</b>
100-00-54000-000-000	HEALTH AND HUMAN SERVICES	0.00	0.00	0.00	0.00	0.00
100-00-54110-000-000	ANIMAL CONTROL	0.00	0.00	0.00	0.00	0.00
100-00-54110-210-000	Animal Control-Contracted	0.00	0.00	2,200.00	2,200.00	0.00
100-00-54110-211-000	Animal Control-Held for Cause	0.00	4,995.00	0.00	-4,995.00	0.00
<b>Health &amp; Human Services</b>		<b>0.00</b>	<b>4,995.00</b>	<b>2,200.00</b>	<b>-2,795.00</b>	<b>227.05</b>
100-00-55000-000-000	PARKS	0.00	0.00	0.00	0.00	0.00
100-00-55000-200-040	Salary & Wages - CDD/ZA	307.68	1,461.49	3,666.67	2,205.18	39.86
100-00-55000-200-041	FICA Tax - CDD/ZA	22.92	108.69	280.50	171.81	38.75
100-00-55000-200-042	Retirement (WRS) - CDD/ZA	20.92	99.37	250.00	150.63	39.75
100-00-55000-200-043	Health Insurance - CDD/ZA	0.00	-20.60	945.00	965.60	-2.18
100-00-55000-200-045	Salary & Wages - Plan Tech	193.82	872.19	2,236.00	1,363.81	39.01
100-00-55000-200-046	FICA Tax - Plan Tech	14.10	63.48	172.00	108.52	36.91
100-00-55000-200-047	Retirement - Plan Tech	13.18	59.31	153.00	93.69	38.76
100-00-55000-200-048	Health Insurance - Plan Tech	0.00	-20.58	945.00	965.58	-2.18
100-00-55000-200-050	Public Works Director - Wages	0.00	0.00	0.00	0.00	0.00
100-00-55000-200-051	PWD - FICA Tax	0.00	0.00	0.00	0.00	0.00
100-00-55000-200-052	PWD - Retirement	0.00	0.00	0.00	0.00	0.00
100-00-55000-200-053	PWD - Health Insurance	0.00	0.00	0.00	0.00	0.00
100-00-55000-200-055	PWD - Mileage	0.00	0.00	0.00	0.00	0.00
100-00-55000-200-080	PW Crew - Salary & Wages	0.00	0.00	13,216.59	13,216.59	0.00
100-00-55000-200-081	PW Crew - FICA	0.00	0.00	1,011.00	1,011.00	0.00
100-00-55000-200-082	Retirement - PW Crew	0.00	0.00	899.00	899.00	0.00
100-00-55000-200-083	Health Insurance - PW Crew	0.00	0.00	3,778.00	3,778.00	0.00
100-00-55000-200-112	Parks Worker Salaries	3,689.45	4,760.70	54,230.00	49,469.30	8.78
100-00-55000-200-113	Dues/Memberships	0.00	0.00	0.00	0.00	0.00
100-00-55000-200-115	Parks Dept FICA Taxes	282.23	364.18	4,150.00	3,785.82	8.78
100-00-55000-200-116	Parks Schooling, Training	0.00	0.00	100.00	100.00	0.00
100-00-55000-200-130	Parks Dept Retirement	0.00	0.00	0.00	0.00	0.00
100-00-55000-200-133	Parks Health Insurance	0.00	0.00	0.00	0.00	0.00
100-00-55000-200-140	Parks Dept Physicals	-110.00	63.75	70.00	6.25	91.07
100-00-55000-200-326	Parks; Utilities	402.04	1,057.70	4,500.00	3,442.30	23.50
100-00-55000-200-327	Portable Restroom/Wash Station	750.00	750.00	4,500.00	3,750.00	16.67
100-00-55000-200-329	Uniforms & Safety Equipment	112.97	112.97	450.00	337.03	25.10
100-00-55000-200-355	Parks; Fuel Charges	426.42	1,385.92	5,500.00	4,114.08	25.20
100-00-55000-200-361	Maintenance Supplies	315.51	638.26	12,000.00	11,361.74	5.32
100-00-55000-200-380	Equipment Repairs	-839.30	2,615.83	2,500.00	-115.83	104.63

Fund: 100 - General Fund

Account Number		2023 May	2023 Actual 05/31/2023	2023 Budget	Budget Status	% of Budget
100-00-55000-200-382	Capital Outlay - Equip/Impr	0.00	0.00	0.00	0.00	0.00
100-00-55000-200-383	Maintenance-Sunset Park	0.00	0.00	0.00	0.00	0.00
100-00-55000-200-384	Maintenance-Seville Park	0.00	0.00	0.00	0.00	0.00
100-00-55000-200-385	Maintenance-Norm Plaza Park	0.00	0.00	0.00	0.00	0.00
100-00-55000-200-386	Maintenance-General/Paths - MU	-58.56	0.00	0.00	0.00	0.00
100-00-55000-200-387	Maintenance-Gooding Park	0.00	0.00	0.00	0.00	0.00
100-00-55000-200-388	Maintenance-Municipal Park	0.00	0.00	0.00	0.00	0.00
100-00-55000-200-389	Maintenance -River Oaks	0.00	0.00	0.00	0.00	0.00
100-00-55000-200-390	Maintenance-Wellhead Park	0.00	0.00	0.00	0.00	0.00
100-00-55000-200-395	Maintenance Soccer Fields	0.00	0.00	0.00	0.00	0.00
100-00-55000-200-397	Maintenance - Friendship Park	-207.79	0.00	0.00	0.00	0.00
100-00-55000-200-400	Parks -Other Projects	1,287.18	1,614.56	30,000.00	28,385.44	5.38
100-00-55000-210-000	Forestry	0.00	-299.43	0.00	299.43	0.00
100-00-55000-938-000	Parks Insurance	0.00	4,832.07	5,600.00	767.93	86.29
<b>Parks; Fuel Charges</b>		<b>6,622.77</b>	<b>20,519.86</b>	<b>151,152.76</b>	<b>130,632.90</b>	<b>13.58</b>
100-00-57000-000-000	CAPITAL OUTLAY	0.00	0.00	0.00	0.00	0.00
100-00-57000-100-203	Land Purchase	0.00	0.00	0.00	0.00	0.00
<b>Capital Outlay Expenditures</b>		<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
100-00-58000-001-100	Principal-Debt Service	0.00	0.00	0.00	0.00	0.00
100-00-58000-001-110	Principal-PW Capital Lease	0.00	0.00	0.00	0.00	0.00
100-00-58000-001-221	Bond Issurance Costs	0.00	0.00	0.00	0.00	0.00
<b>Payment to Refunding Bond Agen</b>		<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
100-00-59000-000-000	OTHER FINANCING USES	0.00	0.00	0.00	0.00	0.00
100-00-59000-200-000	Transfer to Parks Fund	0.00	0.00	0.00	0.00	0.00
100-00-59000-240-000	Transfer to Capital Projects	0.00	0.00	0.00	0.00	0.00
100-00-59000-300-000	Transfer to Debt Service	0.00	0.00	0.00	0.00	0.00
100-00-59000-451-000	Transfer to TID 1	0.00	0.00	0.00	0.00	0.00
100-00-59000-452-000	Transfer to TID 2	0.00	0.00	0.00	0.00	0.00
100-00-59000-453-000	Transfer to TID 3	0.00	0.00	0.00	0.00	0.00
100-00-59000-454-000	Transfer to TID 4	0.00	0.00	0.00	0.00	0.00
100-00-59000-650-000	Transfers To Sewer Fund	0.00	0.00	0.00	0.00	0.00
100-00-59000-750-000	Transfer to Equipment Replace	0.00	0.00	0.00	0.00	0.00
100-00-59000-800-000	Transfer to Other Funds	0.00	0.00	0.00	0.00	0.00
<b>Transfer to Other Funds</b>		<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
<b>Total Expenses</b>		<b>292,384.69</b>	<b>1,634,770.85</b>	<b>4,850,972.36</b>	<b>3,216,201.51</b>	<b>33.70</b>
<b>Net Totals</b>		<b>-201,779.66</b>	<b>919,124.73</b>	<b>-114.85</b>	<b>-919,239.58</b>	



Fund: 220 - Joint Municipal Court Fund

Account Number	2023 May	2023 Actual 05/31/2023	2023 Budget	Budget Status	% of Budget
220-00-48000-001-000 Interest Income	0.00	0.00	0.00	0.00	0.00
<b>Other Misc. Sewer Revenues</b>	0.00	0.00	0.00	0.00	0.00
<b>Total Revenues</b>	0.00	0.00	0.00	0.00	0.00
<b>Net Totals</b>	0.00	0.00	0.00	0.00	

Fund: 221 - Municipal Court Fund

Account Number		2023 May	2023 Actual 05/31/2023	2023 Budget	Budget Status	% of Budget
221-00-45100-200-100	MUNICIPAL COURT REVENUE	0.00	1,317.00	12,000.00	-10,683.00	10.98
221-00-45100-300-100	MUNICIPAL COURT COST SHARE	0.00	0.00	30,000.00	-30,000.00	0.00
<b>Municipal Court Revenues</b>		0.00	1,317.00	42,000.00	-40,683.00	3.14
221-00-48000-001-000	Interest Earned on Investments	0.00	0.00	0.00	0.00	0.00
<b>Other Misc. Sewer Revenues</b>		0.00	0.00	0.00	0.00	0.00
<b>Total Revenues</b>		0.00	1,317.00	42,000.00	-40,683.00	3.14

Fund: 221 - Municipal Court Fund

Account Number		2023	2023	2023	Budget Status	% of Budget
		May	Actual 05/31/2023	Budget		
221-00-51200-100-110	Judge's Salaries & Wages	458.33	2,291.65	5,500.00	3,208.35	41.67
221-00-51200-100-111	Judge FICA Tax	35.07	175.33	420.75	245.42	41.67
221-00-51200-100-320	Court Expense - Bonding	0.00	0.00	200.00	200.00	0.00
221-00-51200-100-330	Mileage - Court Judge	0.00	0.00	0.00	0.00	0.00
221-00-51200-100-334	Interpreter/Substitute Judge	0.00	0.00	150.00	150.00	0.00
221-00-51200-100-354	Material & Supplies	204.12	807.30	2,500.00	1,692.70	32.29
221-00-51200-100-480	Computer Program Support	0.00	1,100.00	1,100.00	0.00	100.00
221-00-51250-100-000	Salaries & Wages - Court Clerk	1,851.84	8,847.54	24,073.92	15,226.38	36.75
221-00-51250-110-111	FICA Tax - Court Clerk	136.12	649.72	1,841.00	1,191.28	35.29
221-00-51250-130-000	Health Insurance - Court Clerk	1,533.68	3,678.56	8,500.00	4,821.44	43.28
221-00-51250-131-000	EAP Fringe - Court Clerk	0.00	0.00	0.00	0.00	0.00
221-00-51250-132-000	Retirement (WRS) - Court Clerk	125.92	629.60	1,637.00	1,007.40	38.46
221-00-51250-140-000	Overtime Wages - Court Clerk	0.00	0.00	0.00	0.00	0.00
221-00-51250-140-111	Overtime FICA- Court Clerk	0.00	0.00	0.00	0.00	0.00
221-00-51250-142-000	Overtime Retire - Court Clerk	0.00	0.00	0.00	0.00	0.00
221-00-51252-330-000	Mileage - Court Clerk	0.00	0.00	175.00	175.00	0.00
221-00-51252-340-000	Training/School/Meetings - All	100.00	845.00	1,500.00	655.00	56.33
221-00-51252-938-000	Prop & Liability Insurance	0.00	112.83	200.00	87.17	56.42
<b>Equipment Purchases</b>		<b>4,445.08</b>	<b>19,137.53</b>	<b>47,797.67</b>	<b>28,660.14</b>	<b>40.04</b>
<b>Total Expenses</b>		<b>4,445.08</b>	<b>19,137.53</b>	<b>47,797.67</b>	<b>28,660.14</b>	<b>40.04</b>
<b>Net Totals</b>		<b>-4,445.08</b>	<b>-17,820.53</b>	<b>-5,797.67</b>	<b>12,022.86</b>	<b>307.37</b>

Fund: 250 - Park Fund

Account Number		2023 May	2023 Actual 05/31/2023	2023 Budget	Budget Status	% of Budget
250-00-41110-000-000	General Property Taxes	0.00	0.00	0.00	0.00	0.00
<b>Tax - Developer Guaranteed</b>		0.00	0.00	0.00	0.00	0.00
250-00-43530-000-000	Transportation Grants	0.00	0.00	0.00	0.00	0.00
250-00-43535-000-000	Other Local Grants	0.00	0.00	0.00	0.00	0.00
<b>State; COVID Reimbursement Aid</b>		0.00	0.00	0.00	0.00	0.00
250-00-46721-000-000	Park Dedication Fees	0.00	0.00	0.00	0.00	0.00
<b>Public Charges for Services</b>		0.00	0.00	0.00	0.00	0.00
250-00-48130-000-000	Interest Earned on Investments	34.30	437.73	100.00	337.73	437.73
250-00-48530-000-000	Donations - Park Dept.	0.00	0.00	0.00	0.00	0.00
250-00-48540-000-000	Donations - Bike & Walkways	1,500.00	1,500.00	0.00	1,500.00	0.00
<b>Other Misc. Sewer Revenues</b>		1,534.30	1,937.73	100.00	1,837.73	1,937.73
250-00-49000-000-000	Proceeds; Loans/Financing	0.00	0.00	0.00	0.00	0.00
250-00-49210-000-000	Transfer from General Fund	0.00	0.00	0.00	0.00	0.00
250-00-49211-000-000	Transfer from Water Fund	0.00	0.00	0.00	0.00	0.00
250-00-49212-000-000	Transfer from TID 2	0.00	0.00	0.00	0.00	0.00
<b>Proceeds; Loans/Financing</b>		0.00	0.00	0.00	0.00	0.00
<b>Total Revenues</b>		1,534.30	1,937.73	100.00	1,837.73	1,937.73

Fund: 250 - Park Fund

Account Number		2023 May	2023 Actual 05/31/2023	2023 Budget	Budget Status	% of Budget
250-00-55200-000-000	Parks Expense	0.00	0.00	0.00	0.00	0.00
<b>Parks; Fuel Charges</b>		0.00	0.00	0.00	0.00	0.00
250-00-57200-000-000	Park Outlay	0.00	0.00	100.00	100.00	0.00
250-00-57300-000-000	Bike and Walkway Outlay	0.00	0.00	0.00	0.00	0.00
250-00-57300-000-100	Bike/Walkway Outlay-State Exp	0.00	0.00	0.00	0.00	0.00
250-00-57300-000-200	Bike Right-of-Way/Acquisition	1,500.00	0.00	0.00	0.00	0.00
<b>Capital Outlay Expenditures</b>		1,500.00	0.00	100.00	100.00	0.00
250-00-58200-000-000	Interfund Loan Interest	0.00	0.00	0.00	0.00	0.00
<b>Payment to Refunding Bond Agen</b>		0.00	0.00	0.00	0.00	0.00
250-00-59000-000-000	Transfer to Other Funds	0.00	0.00	0.00	0.00	0.00
<b>Transfer to Other Funds</b>		0.00	0.00	0.00	0.00	0.00
<b>Total Expenses</b>		1,500.00	0.00	100.00	100.00	0.00
<b>Net Totals</b>		34.30	1,937.73	0.00	-1,937.73	

Fund: 260 - Fire Department Donation Fund

Account Number		2023 May	2023 Actual 05/31/2023	2023 Budget	Budget Status	% of Budget
260-00-48000-001-000	Interest Earned on Investments	145.12	217.80	0.00	217.80	0.00
260-00-48000-003-000	Sale of Fire Extinguishers	0.00	0.00	0.00	0.00	0.00
260-00-48000-004-000	FD Donation - WI Valley Fair	0.00	0.00	1,200.00	-1,200.00	0.00
260-00-48000-005-000	FD Donation - Raffle	0.00	0.00	0.00	0.00	0.00
260-00-48000-006-000	FD Donation - Food Drive	0.00	0.00	0.00	0.00	0.00
260-00-48000-007-000	FD Donation - 5K Run	0.00	0.00	28,000.00	-28,000.00	0.00
260-00-48000-008-000	FD Donation - Fall Fest	0.00	0.00	0.00	0.00	0.00
260-00-48000-009-000	FD Donation - Other	11,919.68	19,021.20	1,000.00	18,021.20	1,902.12
<b>Other Misc. Sewer Revenues</b>		<b>12,064.80</b>	<b>19,239.00</b>	<b>30,200.00</b>	<b>-10,961.00</b>	<b>63.71</b>
<b>Total Revenues</b>		<b>12,064.80</b>	<b>19,239.00</b>	<b>30,200.00</b>	<b>-10,961.00</b>	<b>63.71</b>

Fund: 260 - Fire Department Donation Fund

Account Number		2023 May	2023 Actual 05/31/2023	2023 Budget	Budget Status	% of Budget
260-00-55200-000-000	FD Donation Expenditures	0.00	0.00	0.00	0.00	0.00
260-00-55200-003-000	FD Donation Exp - Equipment	0.00	0.00	3,000.00	3,000.00	0.00
260-00-55200-004-000	FD Donation Exp - WI Val Fair	0.00	0.00	500.00	500.00	0.00
260-00-55200-005-000	FD Donation Exp - Raffle	0.00	0.00	0.00	0.00	0.00
260-00-55200-005-100	FD Donation Exp - Fall Fest	0.00	0.00	500.00	500.00	0.00
260-00-55200-006-000	FD Donation Exp - Food Drive	0.00	0.00	0.00	0.00	0.00
260-00-55200-007-000	FD Donation Exp - 5K Run	210.00	0.00	5,000.00	5,000.00	0.00
260-00-55200-007-100	Fallen Firefigher's Donations	0.00	0.00	17,000.00	17,000.00	0.00
260-00-55200-900-000	FD Donation Exp - Other	3,959.48	8,508.99	4,000.00	-4,508.99	212.72
<b>Parks; Fuel Charges</b>		4,169.48	8,508.99	30,000.00	21,491.01	28.36
<b>Total Expenses</b>		4,169.48	8,508.99	30,000.00	21,491.01	28.36
<b>Net Totals</b>		7,895.32	10,730.01	200.00	-10,530.01	5,365.01

Fund: 270 - 2% Fire Dues Fund

Account Number	2023 May	2023 Actual 05/31/2023	2023 Budget	Budget Status	% of Budget
270-00-43420-000-000    2% Fire Dues	0.00	0.00	28,171.00	-28,171.00	0.00
<b>State; COVID Reimbursement Aid</b>	0.00	0.00	28,171.00	-28,171.00	0.00
270-00-47320-000-000    2% Fire Dues from Guenther	0.00	0.00	1,100.00	-1,100.00	0.00
<b>Inter-Govt Charge for Services</b>	0.00	0.00	1,100.00	-1,100.00	0.00
270-00-48100-000-000    Interest on Investments	227.97	439.31	500.00	-60.69	87.86
<b>Other Misc. Sewer Revenues</b>	227.97	439.31	500.00	-60.69	87.86
<b>Total Revenues</b>	227.97	439.31	29,771.00	-29,331.69	1.48



Fund: 270 - 2% Fire Dues Fund

Account Number		2023 May	2023 Actual 05/31/2023	2023 Budget	Budget Status	% of Budget
270-00-52200-110-000	Salaries/Wages - Fire Prevent	1,127.00	3,264.00	6,000.00	2,736.00	54.40
270-00-52200-111-000	FICA - Fire Prevention	81.62	238.91	0.00	-238.91	0.00
270-00-52200-131-000	EAP - Fire Prevention	0.00	0.00	0.00	0.00	0.00
270-00-52200-340-000	Training/Schooling/Meetings	0.00	0.00	5,000.00	5,000.00	0.00
270-00-52200-351-000	Fire Prevention Supplies	0.00	2,117.00	3,500.00	1,383.00	60.49
270-00-52200-383-000	Fire Tools Outlay	-8,390.00	0.00	5,000.00	5,000.00	0.00
270-00-52200-811-000	Outlay-Fire Equipment	12,615.32	14,125.32	30,000.00	15,874.68	47.08
270-00-52200-815-000	Bank and Investment Fees	-89.70	0.00	0.00	0.00	0.00
<b>EMS Grant Expense</b>						
		5,344.24	19,745.23	49,500.00	29,754.77	39.89
<b>Total Expenses</b>						
		5,344.24	19,745.23	49,500.00	29,754.77	39.89
<b>Net Totals</b>						
		-5,116.27	-19,305.92	-19,729.00	-423.08	97.86

Fund: 350 - Debt Service Fund

Account Number		2023 May	2023 Actual 05/31/2023	2023 Budget	Budget Status	% of Budget
350-00-41112-000-000	Property Tax Revenue	0.00	700,000.00	700,000.00	0.00	100.00
<b>Tax - Developer Guaranteed</b>		0.00	700,000.00	700,000.00	0.00	100.00
350-00-42000-500-000	Principal - Golden Pond	0.00	0.00	9,200.00	-9,200.00	0.00
350-00-42000-600-000	Principal - Vanderwaal	0.00	0.00	11,652.00	-11,652.00	0.00
350-00-42000-801-000	Principal- Other Developments	0.00	0.00	0.00	0.00	0.00
<b>Principal</b>		0.00	0.00	20,852.00	-20,852.00	0.00
350-00-43400-000-000	State Shared Taxes-Weston 4	0.00	0.00	0.00	0.00	0.00
<b>State; COVID Reimbursement Aid</b>		0.00	0.00	0.00	0.00	0.00
350-00-48000-001-000	Loan Proceeds	-151.30	0.00	0.00	0.00	0.00
350-00-48000-003-000	Interest Earned on Investments	1,240.43	10,684.24	0.00	10,684.24	0.00
350-00-48000-106-000	Interest - Golden Pond	0.00	0.00	0.00	0.00	0.00
350-00-48000-107-000	Interest - Vanderwaal	0.00	0.00	3,146.00	-3,146.00	0.00
350-00-48000-116-000	Interest - Other Developments	0.00	0.00	0.00	0.00	0.00
350-00-48100-000-000	Bond Premium	0.00	0.00	0.00	0.00	0.00
<b>Other Misc. Sewer Revenues</b>		1,089.13	10,684.24	3,146.00	7,538.24	339.61
350-00-49210-000-000	Transfer from General Fund	0.00	0.00	0.00	0.00	0.00
350-00-49220-000-000	Transfer from Water Fund	0.00	0.00	0.00	0.00	0.00
350-00-49221-000-000	Transfer from Sewer Fund	0.00	0.00	0.00	0.00	0.00
350-00-49400-000-000	Transfer from Capital Projects	0.00	0.00	0.00	0.00	0.00
350-00-49600-000-000	Transfer from Water Utility	0.00	0.00	0.00	0.00	0.00
350-00-49650-000-000	Transfer from Sewer Utility	0.00	0.00	0.00	0.00	0.00
<b>Proceeds; Loans/Financing</b>		0.00	0.00	0.00	0.00	0.00
<b>Total Revenues</b>		1,089.13	710,684.24	723,998.00	-13,313.76	98.16

Fund: 350 - Debt Service Fund

Account Number		2023 May	2023 Actual 05/31/2023	2023 Budget	Budget Status	% of Budget
350-00-51400-450-000	Bank & Investment Fees	0.00	0.00	0.00	0.00	0.00
<b>Equipment Purchases</b>		0.00	0.00	0.00	0.00	0.00
350-00-58000-001-221	Bond Issurance Costs	0.00	0.00	0.00	0.00	0.00
350-00-58000-115-000	Principal - \$4.685 GOREFI 2021	0.00	345,000.00	345,000.00	0.00	100.00
350-00-58000-116-000	Principal - \$1.29M GOPN 2018	0.00	255,000.00	255,000.00	0.00	100.00
350-00-58000-231-000	Interest - \$4.685M	48,900.00	48,900.00	90,900.00	42,000.00	53.80
350-00-58000-235-000	Interest \$1.29M GOPN 2018	-48,900.00	15,600.00	27,375.00	11,775.00	56.99
<b>Payment to Refunding Bond Agen</b>		0.00	664,500.00	718,275.00	53,775.00	92.51
350-00-59600-000-000	Payment to Current Noteholder	0.00	0.00	0.00	0.00	0.00
<b>Transfer to Other Funds</b>		0.00	0.00	0.00	0.00	0.00
<b>Total Expenses</b>		0.00	664,500.00	718,275.00	53,775.00	92.51
<b>Net Totals</b>		1,089.13	46,184.24	5,723.00	-40,461.24	806.99

Fund: 410 - Capital Projects Fund

Account Number	2023 May	2023 Actual 05/31/2023	2023 Budget	Budget Status	% of Budget
410-00-41000-000-000 Tax Revenues	0.00	0.00	0.00	0.00	0.00
<b>Tax - Developer Guaranteed</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
410-00-43000-000-710 Local Highway & Bridge Aid	0.00	0.00	0.00	0.00	0.00
410-00-43000-003-100 Intergovernmental Revenues	0.00	0.00	0.00	0.00	0.00
<b>State; COVID Reimbursement Aid</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
410-00-48000-001-000 Interest Earned on Investments	2,609.97	7,083.50	25.00	7,058.50	28,334.00
410-00-48100-000-000 Bond Premium	0.00	0.00	0.00	0.00	0.00
<b>Other Misc. Sewer Revenues</b>	<b>2,609.97</b>	<b>7,083.50</b>	<b>25.00</b>	<b>7,058.50</b>	<b>28,334.00</b>
410-00-49100-000-000 Bond proceeds	0.00	0.00	0.00	0.00	0.00
410-00-49210-000-000 Transfer from General Fund	0.00	0.00	0.00	0.00	0.00
410-00-49300-000-000 Undesignated Fund Revenue	0.00	0.00	125,000.00	-125,000.00	0.00
<b>Proceeds; Loans/Financing</b>	<b>0.00</b>	<b>0.00</b>	<b>125,000.00</b>	<b>-125,000.00</b>	<b>0.00</b>
<b>Total Revenues</b>	<b>2,609.97</b>	<b>7,083.50</b>	<b>125,025.00</b>	<b>-117,941.50</b>	<b>5.67</b>

Fund: 410 - Capital Projects Fund

Account Number		2023 May	2023 Actual 05/31/2023	2023 Budget	Budget Status	% of Budget
410-00-57100-000-000	Capital Road Improvements	0.00	0.00	125,000.00	125,000.00	0.00
410-00-57100-000-100	Other Capital Projects	0.00	0.00	0.00	0.00	0.00
410-00-57101-000-000	North Road - Seal Coat	0.00	0.00	0.00	0.00	0.00
410-00-57102-000-000	STP Urban - North Road/Bike	0.00	0.00	0.00	0.00	0.00
410-00-57103-000-000	Kowalski Road Interchange	0.00	0.00	0.00	0.00	0.00
<b>Capital Outlay Expenditures</b>		0.00	0.00	125,000.00	125,000.00	0.00
410-00-58000-001-221	Bond Issuance Costs	0.00	0.00	0.00	0.00	0.00
<b>Payment to Refunding Bond Agen</b>		0.00	0.00	0.00	0.00	0.00
410-00-59302-000-000	Transfer to General Fund	0.00	0.00	0.00	0.00	0.00
<b>Transfer to Other Funds</b>		0.00	0.00	0.00	0.00	0.00
<b>Total Expenses</b>		0.00	0.00	125,000.00	125,000.00	0.00
<b>Net Totals</b>		2,609.97	7,083.50	25.00	-7,058.50	28,334.00

Fund: 451 - Tax Increment District 1

Account Number	2023 May	2023 Actual 05/31/2023	2023 Budget	Budget Status	% of Budget	
451-00-41000-001-110	Property Tax Revenue	0.00	250,037.71	283,750.00	-33,712.29	88.12
451-00-41000-001-120	Tax - Developer Guaranteed	0.00	0.00	0.00	0.00	0.00
<b>Tax - Developer Guaranteed</b>		<b>0.00</b>	<b>250,037.71</b>	<b>283,750.00</b>	<b>-33,712.29</b>	<b>88.12</b>
451-00-43000-003-550	State Exempt Computer Aid	0.00	0.00	568.00	-568.00	0.00
451-00-43670-000-000	Personal Property State Aid	0.00	0.00	0.00	0.00	0.00
<b>State; COVID Reimbursement Aid</b>		<b>0.00</b>	<b>0.00</b>	<b>568.00</b>	<b>-568.00</b>	<b>0.00</b>
451-00-47400-000-000	Tax Guarantee - Developers	0.00	49,415.26	47,500.00	1,915.26	104.03
<b>Inter-Govt Charge for Services</b>		<b>0.00</b>	<b>49,415.26</b>	<b>47,500.00</b>	<b>1,915.26</b>	<b>104.03</b>
451-00-48000-001-000	Interest on Investments	2,013.46	8,331.64	2,400.00	5,931.64	347.15
<b>Other Misc. Sewer Revenues</b>		<b>2,013.46</b>	<b>8,331.64</b>	<b>2,400.00</b>	<b>5,931.64</b>	<b>347.15</b>
451-00-49000-130-000	Loan Proceeds	0.00	0.00	0.00	0.00	0.00
451-00-49000-140-000	Loan from Other Funds	0.00	0.00	0.00	0.00	0.00
<b>Proceeds; Loans/Financing</b>		<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
<b>Total Revenues</b>		<b>2,013.46</b>	<b>307,784.61</b>	<b>334,218.00</b>	<b>-26,433.39</b>	<b>92.09</b>

Fund: 451 - Tax Increment District 1

Account Number		2023 May	2023 Actual 05/31/2023	2023 Budget	Budget Status	% of Budget
451-00-51100-300-001	Engineering	0.00	0.00	0.00	0.00	0.00
451-00-51200-300-001	Marketing	0.00	0.00	0.00	0.00	0.00
451-00-51300-300-001	Legal	0.00	0.00	200.00	200.00	0.00
451-00-51350-300-001	Construction	0.00	0.00	0.00	0.00	0.00
451-00-51400-450-000	Bank and Investment Fees	-150.00	1,077.23	800.00	-277.23	134.65
451-00-51400-460-000	Office Supplies	0.00	0.00	0.00	0.00	0.00
451-00-51400-463-000	TIF Auditing	0.00	150.00	960.00	810.00	15.63
451-00-51400-464-000	TIF Consulting	0.00	236.46	0.00	-236.46	0.00
451-00-51410-302-000	ADMINISTRATIVE STAFF	0.00	0.00	0.00	0.00	0.00
451-00-51410-302-110	Salaries & Wages	329.28	1,429.41	5,486.00	4,056.59	26.06
451-00-51410-302-111	FICA Taxes	24.54	106.22	420.00	313.78	25.29
451-00-51410-302-130	Health Insurance	0.00	-54.76	1,418.00	1,472.76	-3.86
451-00-51410-302-132	Retirement (WRS)	9.84	78.39	373.00	294.61	21.02
451-00-51410-302-330	Mileage	0.00	0.00	0.00	0.00	0.00
451-00-51500-560-000	RDA Committee Compensation	0.00	161.49	600.00	438.51	26.92
<b>Equipment Purchases</b>		213.66	3,184.44	10,257.00	7,072.56	31.05
451-00-57000-100-203	Land Purchase	0.00	0.00	0.00	0.00	0.00
<b>Capital Outlay Expenditures</b>		0.00	0.00	0.00	0.00	0.00
451-00-58000-001-100	Debt Service - Principal	0.00	315,000.00	315,000.00	0.00	100.00
451-00-58000-001-220	Debt Service - Interest	0.00	56,210.00	108,763.75	52,553.75	51.68
451-00-58000-001-221	Bond Issuance Costs	0.00	0.00	615.00	615.00	0.00
<b>Payment to Refunding Bond Agen</b>		0.00	371,210.00	424,378.75	53,168.75	87.47
451-00-59000-240-000	Transfer to Other Funds	0.00	0.00	0.00	0.00	0.00
451-00-59000-250-000	Transfers To General Fund	0.00	0.00	0.00	0.00	0.00
<b>Transfer to Other Funds</b>		0.00	0.00	0.00	0.00	0.00
<b>Total Expenses</b>		213.66	374,394.44	434,635.75	60,241.31	86.14
<b>Net Totals</b>		1,799.80	-66,609.83	-100,417.75	-33,807.92	66.33

## Fund: 452 - Tax Increment District 2

Account Number	2023 May	2023 Actual 05/31/2023	2023 Budget	Budget Status	% of Budget
452-00-41000-001-110 Property Tax Revenue	0.00	980,254.93	755,000.00	225,254.93	129.84
<b>Tax - Developer Guaranteed</b>	0.00	980,254.93	755,000.00	225,254.93	129.84
452-00-43000-003-550 State Exempt Computer Aid	0.00	0.00	41,800.00	-41,800.00	0.00
452-00-43670-000-000 Personal Property State Aid	2,495.22	2,495.22	2,500.00	-4.78	99.81
452-00-43851-000-000 Grant Revenue	0.00	0.00	0.00	0.00	0.00
<b>State; COVID Reimbursement Aid</b>	2,495.22	2,495.22	44,300.00	-41,804.78	5.63
452-00-47400-000-000 Tax Guarantee - Developers	0.00	0.00	0.00	0.00	0.00
<b>Inter-Govt Charge for Services</b>	0.00	0.00	0.00	0.00	0.00
452-00-48000-000-000 Miscellaneous Revenue	0.00	0.00	1,000.00	-1,000.00	0.00
452-00-48000-001-000 Interest Earned on Investments	4,071.67	11,128.41	4,000.00	7,128.41	278.21
452-00-48300-100-000 Proceeds; Land Sales	0.00	0.00	0.00	0.00	0.00
<b>Other Misc. Sewer Revenues</b>	4,071.67	11,128.41	5,000.00	6,128.41	222.57
452-00-49000-130-000 Proceeds; Loans/Financing	0.00	0.00	0.00	0.00	0.00
452-00-49210-000-000 Transfer from General Fund	0.00	0.00	0.00	0.00	0.00
<b>Proceeds; Loans/Financing</b>	0.00	0.00	0.00	0.00	0.00
<b>Total Revenues</b>	6,566.89	993,878.56	804,300.00	189,578.56	123.57



Fund: 452 - Tax Increment District 2

Account Number		2023	2023	2023	Budget Status	% of Budget
		May	Actual 05/31/2023	Budget		
452-00-51100-300-001	Prfl Services; Engineering	0.00	0.00	50,000.00	50,000.00	0.00
452-00-51200-300-001	Prfl Services; Marketing	0.00	0.00	10,000.00	10,000.00	0.00
452-00-51300-300-001	Prfl Services; Legal	0.00	0.00	8,500.00	8,500.00	0.00
452-00-51350-300-001	Construction	0.00	0.00	170,000.00	170,000.00	0.00
452-00-51375-300-001	TIF Incentives	0.00	0.00	50,000.00	50,000.00	0.00
452-00-51400-450-000	Bank and Investment Fees	-150.00	1,900.24	1,800.00	-100.24	105.57
452-00-51400-460-000	Office Supplies	20.00	20.28	0.00	-20.28	0.00
452-00-51400-463-000	TIF Auditing	0.00	300.00	1,900.00	1,600.00	15.79
452-00-51400-464-000	TIF Consulting	825.00	3,761.47	0.00	-3,761.47	0.00
452-00-51410-302-000	ADMINISTRATIVE STAFF	0.00	0.00	0.00	0.00	0.00
452-00-51410-302-110	Salaries & Wages	658.10	2,872.90	10,971.00	8,098.10	26.19
452-00-51410-302-111	FICA Taxes	49.04	213.38	840.00	626.62	25.40
452-00-51410-302-130	Health Insurance	0.00	-111.24	2,835.00	2,946.24	-3.92
452-00-51410-302-132	Retirement (WRS)	19.66	157.75	747.00	589.25	21.12
452-00-51410-302-322	Miscellaneous	0.00	0.00	0.00	0.00	0.00
452-00-51410-302-330	Mileage	0.00	0.00	250.00	250.00	0.00
452-00-51500-560-000	RDA Committee Compensation	0.00	0.00	300.00	300.00	0.00
<b>Equipment Purchases</b>		<b>1,421.80</b>	<b>9,114.78</b>	<b>308,143.00</b>	<b>299,028.22</b>	<b>2.96</b>
452-00-57000-100-203	Land Purchase	0.00	0.00	0.00	0.00	0.00
<b>Capital Outlay Expenditures</b>		<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
452-00-58000-001-100	Debt Service - Principal	0.00	0.00	0.00	0.00	0.00
452-00-58000-001-220	Debt Service - Interest	0.00	0.00	0.00	0.00	0.00
452-00-58000-001-221	Bond Issuance Costs	0.00	0.00	0.00	0.00	0.00
<b>Payment to Refunding Bond Agen</b>		<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
452-00-59000-240-000	Transfers to Other Funds	0.00	0.00	0.00	0.00	0.00
<b>Transfer to Other Funds</b>		<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
<b>Total Expenses</b>		<b>1,421.80</b>	<b>9,114.78</b>	<b>308,143.00</b>	<b>299,028.22</b>	<b>2.96</b>
<b>Net Totals</b>		<b>5,145.09</b>	<b>984,763.78</b>	<b>496,157.00</b>	<b>-488,606.78</b>	<b>198.48</b>

Fund: 453 - Tax Increment District 3

Account Number	2023 May	2023 Actual 05/31/2023	2023 Budget	Budget Status	% of Budget
453-00-41000-001-110 Property Tax Revenue	0.00	13,391.30	12,700.00	691.30	105.44
<b>Tax - Developer Guaranteed</b>	<b>0.00</b>	<b>13,391.30</b>	<b>12,700.00</b>	<b>691.30</b>	<b>105.44</b>
453-00-43000-003-550 State Exempt Computer Aid	0.00	0.00	0.00	0.00	0.00
453-00-43670-000-000 Personal Property State Aid	533.91	533.91	540.00	-6.09	98.87
453-00-43851-000-000 Grant Revenue	0.00	0.00	0.00	0.00	0.00
<b>State; COVID Reimbursement Aid</b>	<b>533.91</b>	<b>533.91</b>	<b>540.00</b>	<b>-6.09</b>	<b>98.87</b>
453-00-47400-000-000 Developers Contributions	0.00	0.00	0.00	0.00	0.00
<b>Inter-Govt Charge for Services</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
453-00-48000-001-000 Interest on Investments	1,112.42	2,779.04	0.00	2,779.04	0.00
<b>Other Misc. Sewer Revenues</b>	<b>1,112.42</b>	<b>2,779.04</b>	<b>0.00</b>	<b>2,779.04</b>	<b>0.00</b>
453-00-49000-130-000 Loan Proceeds	0.00	0.00	0.00	0.00	0.00
453-00-49210-000-000 Transfer from General Fund	0.00	0.00	0.00	0.00	0.00
<b>Proceeds; Loans/Financing</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
<b>Total Revenues</b>	<b>1,646.33</b>	<b>16,704.25</b>	<b>13,240.00</b>	<b>3,464.25</b>	<b>126.17</b>

Fund: 453 - Tax Increment District 3

Account Number		2023 May	2023 Actual 05/31/2023	2023 Budget	Budget Status	% of Budget
453-00-51100-300-001	Engineering	0.00	0.00	0.00	0.00	0.00
453-00-51200-300-001	Marketing	0.00	0.00	0.00	0.00	0.00
453-00-51300-300-001	Legal	0.00	0.00	150.00	150.00	0.00
453-00-51350-300-001	Construction	0.00	0.00	0.00	0.00	0.00
453-00-51375-300-001	TIF Incentives	0.00	0.00	0.00	0.00	0.00
453-00-51400-450-000	TID #3; Fees & Bank Charges	-150.00	150.00	0.00	-150.00	0.00
453-00-51400-460-000	Office Supplies	0.00	0.56	0.00	-0.56	0.00
453-00-51400-463-000	TIF Auditing	0.00	25.00	150.00	125.00	16.67
453-00-51400-464-000	TIF Consulting	0.00	0.00	0.00	0.00	0.00
453-00-51410-302-000	ADMINISTRATIVE STAFF	0.00	0.00	0.00	0.00	0.00
453-00-51410-302-110	Salaries & Wages	54.84	239.44	915.00	675.56	26.17
453-00-51410-302-111	FICA Taxes	4.09	17.79	70.00	52.21	25.41
453-00-51410-302-130	Health Insurance	0.00	-9.12	237.00	246.12	-3.85
453-00-51410-302-132	Retirement (WRS)	1.62	13.05	63.00	49.95	20.71
453-00-51500-560-000	RDA Committee Compensation	0.00	0.00	0.00	0.00	0.00
<b>Equipment Purchases</b>		<b>-89.45</b>	<b>436.72</b>	<b>1,585.00</b>	<b>1,148.28</b>	<b>27.55</b>
453-00-58000-001-100	Debt Service - Principal	0.00	0.00	0.00	0.00	0.00
453-00-58000-001-220	Debt Service - Interest	0.00	0.00	0.00	0.00	0.00
453-00-58000-001-221	Bond Issuance Costs	0.00	0.00	0.00	0.00	0.00
<b>Payment to Refunding Bond Agen</b>		<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
453-00-59000-240-000	Transfer to Other Funds	0.00	0.00	0.00	0.00	0.00
<b>Transfer to Other Funds</b>		<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
<b>Total Expenses</b>		<b>-89.45</b>	<b>436.72</b>	<b>1,585.00</b>	<b>1,148.28</b>	<b>27.55</b>
<b>Net Totals</b>		<b>1,735.78</b>	<b>16,267.53</b>	<b>11,655.00</b>	<b>-4,612.53</b>	<b>139.58</b>

Fund: 454 - Tax Increment District 4

Account Number	2023 May	2023 Actual 05/31/2023	2023 Budget	Budget Status	% of Budget	
454-00-41000-001-110	Property Tax Revenue	0.00	164,112.30	98,800.00	65,312.30	166.11
454-00-41000-001-120	Tax - Developer Guaranteed	0.00	0.00	0.00	0.00	0.00
<b>Tax - Developer Guaranteed</b>		0.00	164,112.30	98,800.00	65,312.30	166.11
454-00-43000-003-550	State Exempt Computer Aid	0.00	0.00	675.00	-675.00	0.00
454-00-43670-000-000	Personal Property State Aid	361.75	361.75	362.00	-0.25	99.93
<b>State; COVID Reimbursement Aid</b>		361.75	361.75	1,037.00	-675.25	34.88
454-00-47400-000-000	Tax Guarantee - Developers	0.00	26,845.14	2,500.00	24,345.14	1,073.81
<b>Inter-Govt Charge for Services</b>		0.00	26,845.14	2,500.00	24,345.14	1,073.81
454-00-48000-001-000	Interest on Investments	97.61	1,509.37	1,100.00	409.37	137.22
<b>Other Misc. Sewer Revenues</b>		97.61	1,509.37	1,100.00	409.37	137.22
454-00-49000-130-000	Loan Proceeds	0.00	0.00	0.00	0.00	0.00
<b>Proceeds; Loans/Financing</b>		0.00	0.00	0.00	0.00	0.00
<b>Total Revenues</b>		459.36	192,828.56	103,437.00	89,391.56	186.42

Fund: 454 - Tax Increment District 4

Account Number		2023 May	2023 Actual 05/31/2023	2023 Budget	Budget Status	% of Budget
454-00-51100-300-001	Engineering	0.00	0.00	0.00	0.00	0.00
454-00-51200-300-001	Marketing	0.00	0.00	0.00	0.00	0.00
454-00-51300-300-001	Legal	0.00	0.00	200.00	200.00	0.00
454-00-51350-300-001	Construction	0.00	0.00	0.00	0.00	0.00
454-00-51375-300-001	TIF Incentives	0.00	0.00	0.00	0.00	0.00
454-00-51400-450-000	TID #4; Fees & Bank Charges	-150.00	150.00	0.00	-150.00	0.00
454-00-51400-460-000	Office Supplies	0.00	0.04	0.00	-0.04	0.00
454-00-51400-463-000	TIF Auditing	0.00	25.00	160.00	135.00	15.63
454-00-51400-464-000	TIF Consulting	0.00	0.00	0.00	0.00	0.00
454-00-51410-302-000	ADMINISTRATIVE STAFF	0.00	0.00	0.00	0.00	0.00
454-00-51410-302-110	Salaries & Wages	54.84	239.44	915.00	675.56	26.17
454-00-51410-302-111	FICA Taxes	4.09	17.79	70.00	52.21	25.41
454-00-51410-302-130	Health Insurance	0.00	-9.18	237.00	246.18	-3.87
454-00-51410-302-132	Retirement (WRS)	1.62	13.05	63.00	49.95	20.71
454-00-51500-560-000	RDA Committee Compensation	0.00	0.00	0.00	0.00	0.00
<b>Equipment Purchases</b>		<b>-89.45</b>	<b>436.14</b>	<b>1,645.00</b>	<b>1,208.86</b>	<b>26.51</b>
454-00-58000-001-100	Debt Service - Principal	0.00	155,000.00	155,000.00	0.00	100.00
454-00-58000-001-220	Debt Service - Interest	0.00	22,850.00	42,600.00	19,750.00	53.64
<b>Payment to Refunding Bond Agen</b>		<b>0.00</b>	<b>177,850.00</b>	<b>197,600.00</b>	<b>19,750.00</b>	<b>90.01</b>
454-00-59000-240-000	Transfer to Other Funds	0.00	0.00	0.00	0.00	0.00
<b>Transfer to Other Funds</b>		<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
<b>Total Expenses</b>		<b>-89.45</b>	<b>178,286.14</b>	<b>199,245.00</b>	<b>20,958.86</b>	<b>89.48</b>
<b>Net Totals</b>		<b>548.81</b>	<b>14,542.42</b>	<b>-95,808.00</b>	<b>-110,350.42</b>	<b>-15.18</b>

Fund: 500 - ARPA -American Rescue Plan Act

Account Number	2023 May	2023 Actual 05/31/2023	2023 Budget	Budget Status	% of Budget
500-00-43000-000-100 ARPA Revenue	0.00	0.00	0.00	0.00	0.00
<b>State; COVID Reimbursement Aid</b>	0.00	0.00	0.00	0.00	0.00
500-00-48000-001-100 Interest on Investments	12.62	65.16	0.00	65.16	0.00
<b>Other Misc. Sewer Revenues</b>	12.62	65.16	0.00	65.16	0.00
<b>Total Revenues</b>	12.62	65.16	0.00	65.16	0.00

Fund: 500 - ARPA -American Rescue Plan Act

Account Number		2023 May	2023 Actual 05/31/2023	2023 Budget	Budget Status	% of Budget
500-00-51000-001-000	Equipment Purchases	0.00	0.00	0.00	0.00	0.00
500-00-51350-000-001	Construction Expense	0.00	0.00	0.00	0.00	0.00
<b>Equipment Purchases</b>		0.00	0.00	0.00	0.00	0.00
500-00-53000-000-100	Engineering - Wtr Meter Stn	5,200.00	20,156.13	0.00	-20,156.13	0.00
500-00-53600-000-000	Taxes - Property Taxes	0.00	0.00	0.00	0.00	0.00
500-00-53600-000-100	Land Purchase	0.00	0.00	0.00	0.00	0.00
<b>PWKS; Fuel Charges</b>		5,200.00	20,156.13	0.00	-20,156.13	0.00
500-00-57220-000-000	Fire Protection Capital Outlay	0.00	400,000.00	0.00	-400,000.00	0.00
<b>Capital Outlay Expenditures</b>		0.00	400,000.00	0.00	-400,000.00	0.00
<b>Total Expenses</b>		5,200.00	420,156.13	0.00	-420,156.13	0.00
<b>Net Totals</b>		-5,187.38	-420,090.97	0.00	420,090.97	

Fund: 600 - Water Utility - no longer used

Account Number	2023 May	2023 Actual 05/31/2023	2023 Budget	Budget Status	% of Budget
600-00-58000-002-428 Prin-Village7375000Debt 28.16%	0.00	0.00	0.00	0.00	0.00
<b>Payment to Refunding Bond Agen</b>	0.00	0.00	0.00	0.00	0.00
<b>Total Expenses</b>	0.00	0.00	0.00	0.00	0.00
<b>Net Totals</b>	0.00	0.00	0.00	0.00	



Fund: 601 - Water Utility

Account Number		2023 May	2023 Actual 05/31/2023	2023 Budget	Budget Status	% of Budget
601-00-40800-200-000	Water Tax Roll	0.00	2,673.06	0.00	2,673.06	0.00
<b>REVENUES</b>		0.00	2,673.06	0.00	2,673.06	0.00
601-00-41900-000-000	Interest on Investments	2,985.26	7,889.51	15,000.00	-7,110.49	52.60
<b>Tax - Developer Guaranteed</b>		2,985.26	7,889.51	15,000.00	-7,110.49	52.60
601-00-42100-000-000	Misc Non-Operating Income	25.00	25.00	3,000.00	-2,975.00	0.83
<b>Principal</b>		25.00	25.00	3,000.00	-2,975.00	0.83
601-00-46100-461-000	Metered Sales - Residential	29,969.83	177,388.33	465,000.00	-287,611.67	38.15
601-00-46100-461-200	Metered Sales - Commercial	3,836.48	17,531.39	56,000.00	-38,468.61	31.31
601-00-46100-461-300	Metered Sales - Industrial	3,129.06	6,089.96	14,750.00	-8,660.04	41.29
601-00-46100-462-000	Private Fire Protection	1,756.90	8,193.39	18,000.00	-9,806.61	45.52
601-00-46100-463-000	Public Fire Protection	9,128.12	51,518.02	120,000.00	-68,481.98	42.93
601-00-46100-463-030	Industrial Fire Protection	0.00	0.00	0.00	0.00	0.00
601-00-46100-463-200	Commercial Fire Protection	0.00	0.00	0.00	0.00	0.00
601-00-46100-463-300	Metered Sales - Fire Protect	0.00	0.00	0.00	0.00	0.00
601-00-46100-464-000	Metered Sales/Public Authority	75.00	247.67	750.00	-502.33	33.02
601-00-46100-465-000	Metered Sales - Multifam Resid	4,454.63	29,311.40	78,000.00	-48,688.60	37.58
601-00-46100-472-000	Cell Tower Rent on Water Tower	31,360.00	31,360.00	31,360.00	0.00	100.00
601-00-46100-473-000	Water; Connection Fees	0.00	3,821.00	0.00	3,821.00	0.00
601-00-46100-474-000	Other Misc Water Revenues	0.00	5,804.67	0.00	5,804.67	0.00
601-00-46400-421-000	Contributed Assets	0.00	0.00	0.00	0.00	0.00
<b>Public Charges for Services</b>		83,710.02	331,265.83	783,860.00	-452,594.17	42.26
<b>Total Revenues</b>		86,720.28	341,853.40	801,860.00	-460,006.60	42.63

Fund: 601 - Water Utility

Account Number		2023 May	2023 Actual 05/31/2023	2023 Budget	Budget Status	% of Budget
601-00-53600-403-000	Depreciation Expense - Water	0.00	35,030.30	206,311.05	171,280.75	16.98
601-00-53600-408-000	Taxes-Property Tax Equivalent	0.00	0.00	0.00	0.00	0.00
601-00-53600-601-001	Purchased Water - Engineering	0.00	0.00	0.00	0.00	0.00
601-00-53600-605-001	Maintenance of Water Source PI	0.00	0.00	0.00	0.00	0.00
601-00-53600-620-000	PUMPING EXPENSE	0.00	0.00	0.00	0.00	0.00
601-00-53600-620-001	PW Director Wages-Water	274.62	1,823.10	4,858.00	3,034.90	37.53
601-00-53600-620-002	PW Director FICA-Water	20.26	136.03	372.00	235.97	36.57
601-00-53600-620-003	PW Crew Salaries Water	0.00	0.00	4,360.80	4,360.80	0.00
601-00-53600-620-004	PW Crew FICA Water	0.00	0.00	334.00	334.00	0.00
601-00-53600-620-005	Utility Operator Wages Water	6,181.02	22,039.18	20,811.56	-1,227.62	105.90
601-00-53600-620-006	Utility Operator FICA Water	362.43	1,300.39	1,317.00	16.61	98.74
601-00-53600-620-007	OIC Pumping	0.00	0.00	0.00	0.00	0.00
601-00-53600-620-008	Utility Operator-Paid On Call	375.00	2,500.00	7,000.00	4,500.00	35.71
601-00-53600-620-009	Utility Op-Paid On Call FICA	38.63	197.90	550.00	352.10	35.98
601-00-53600-620-010	Utility Op-Paid On Call Retire	143.10	803.57	2,300.00	1,496.43	34.94
601-00-53600-620-011	Utility Operator - PT Wages	0.00	0.00	0.00	0.00	0.00
601-00-53600-620-012	Utility Operator - PT FICA	0.00	0.00	0.00	0.00	0.00
601-00-53600-622-001	Riser Wausau Energy	0.00	0.00	0.00	0.00	0.00
601-00-53600-622-002	WPS Electric	4,747.55	17,009.86	32,000.00	14,990.14	53.16
601-00-53600-622-003	WPS Gas	771.76	2,968.66	3,500.00	531.34	84.82
601-00-53600-623-001	Operation Supplies & Expense	0.00	152.74	1,200.00	1,047.26	12.73
601-00-53600-623-002	Telephone Exp-Wellhouse	104.37	511.30	1,300.00	788.70	39.33
601-00-53600-625-001	Maintenance of Pumping Plant	0.00	231.83	3,000.00	2,768.17	7.73
601-00-53600-625-002	Purchased Water	0.00	0.00	0.00	0.00	0.00
601-00-53600-630-000	WATER TREATMENT EXPENSE	0.00	0.00	0.00	0.00	0.00
601-00-53600-630-010	Marathon Co Health Lab	44.00	396.00	1,200.00	804.00	33.00
601-00-53600-630-011	OIC Treatment	0.00	0.00	7,000.00	7,000.00	0.00
601-00-53600-631-001	Chemicals	0.00	7,084.60	21,224.00	14,139.40	33.38
601-00-53600-632-001	Operation Supplies & Expenses	208.35	208.35	1,000.00	791.65	20.84
601-00-53600-632-002	Capital Projects	-191.38	0.00	0.00	0.00	0.00
601-00-53600-640-000	TRANSMISSION & DISTRIBUTION EX	0.00	0.00	0.00	0.00	0.00
601-00-53600-640-001	PW Director Dist Wages	274.62	1,823.10	4,858.00	3,034.90	37.53
601-00-53600-640-002	PW Director Dist FICA	20.26	136.03	372.00	235.97	36.57
601-00-53600-640-003	Utility Operator Dist Wages	447.58	2,461.69	20,811.56	18,349.87	11.83
601-00-53600-640-004	Utility Operator Dist FICA	33.22	183.07	1,317.00	1,133.93	13.90
601-00-53600-640-005	Utility Operator - PT Wages	0.00	0.00	0.00	0.00	0.00
601-00-53600-640-006	Utility Operator - PT FICA	0.00	0.00	0.00	0.00	0.00
601-00-53600-640-203	Land Purchase	0.00	0.00	0.00	0.00	0.00
601-00-53600-641-001	Operation Supplies & Expense	0.00	-305.34	3,570.00	3,875.34	-8.55
601-00-53600-641-002	Water Sampling Expense	516.20	571.20	8,000.00	7,428.80	7.14
601-00-53600-641-003	Capital Outlay Equipment	0.00	0.00	10,000.00	10,000.00	0.00
601-00-53600-650-001	Maint of Distribution Reserv	0.00	0.00	1,000.00	1,000.00	0.00
601-00-53600-650-002	Water Storage	0.00	0.00	50,000.00	50,000.00	0.00
601-00-53600-651-001	Maintenance of Mains	0.00	0.00	4,600.00	4,600.00	0.00
601-00-53600-651-002	PW Crew Salaries Maintenance	0.00	0.00	4,360.80	4,360.80	0.00
601-00-53600-651-003	PW Crew FICA Maintenance	0.00	0.00	334.00	334.00	0.00
601-00-53600-651-004	OIC Mains	0.00	0.00	0.00	0.00	0.00
601-00-53600-652-001	Maintenance of Services	0.00	0.00	5,000.00	5,000.00	0.00
601-00-53600-652-002	OIC Service Laterals	0.00	0.00	0.00	0.00	0.00
601-00-53600-653-001	Maintenance of Meters Purchase	0.00	3,681.52	20,000.00	16,318.48	18.41
601-00-53600-654-001	Maintenance of Hydrants	0.00	0.00	1,000.00	1,000.00	0.00
601-00-53600-655-001	Maintenance of Other Plants	0.00	24.44	5,100.00	5,075.56	0.48

Fund: 601 - Water Utility

Account Number	2023 May	2023 Actual 05/31/2023	2023 Budget	Budget Status	% of Budget	
601-00-53600-900-000	CUSTOMER ACCOUNTS EXPENSE	0.00	0.00	0.00	0.00	0.00
601-00-53600-901-005	OIC Meter Reading	0.00	0.00	0.00	0.00	0.00
601-00-53600-902-001	Utility Clerk Wages Billing	360.16	1,800.80	4,703.65	2,902.85	38.29
601-00-53600-902-002	Utility Clerk FICA Billing	26.30	132.15	360.00	227.85	36.71
601-00-53600-903-001	Billing Supplies	0.00	0.00	450.00	450.00	0.00
601-00-53600-903-002	Postage Expense	150.00	1,240.64	8,000.00	6,759.36	15.51
601-00-53600-903-003	Bank Fees	16.25	1,280.74	1,500.00	219.26	85.38
601-00-53600-903-004	Computer Software & Support	0.00	1,762.50	18,000.00	16,237.50	9.79
601-00-53600-904-001	Uncollectable Expense	0.00	0.00	0.00	0.00	0.00
601-00-53600-906-001	PW Director Wages Information	274.62	1,823.10	4,858.00	3,034.90	37.53
601-00-53600-906-002	PW Director FICA Information	20.26	136.03	372.00	235.97	36.57
601-00-53600-906-003	Utility Clerk Wage Information	0.00	-461.28	4,703.65	5,164.93	-9.81
601-00-53600-906-004	Utility Clerk FICA Information	386.46	1,897.37	360.00	-1,537.37	527.05
601-00-53600-906-005	Utility Operator Wages Informa	511.52	2,557.60	20,811.56	18,253.96	12.29
601-00-53600-906-006	Utility Operator FICA Informa	122.72	518.14	1,317.00	798.86	39.34
601-00-53600-906-007	Consumer Confidence Report	0.00	0.00	1,500.00	1,500.00	0.00
601-00-53600-906-008	Utility Operator - PT Wages	0.00	0.00	0.00	0.00	0.00
601-00-53600-906-009	Utility Operator - PT FICA	0.00	0.00	0.00	0.00	0.00
601-00-53600-920-000	ADMIN & GENERAL EXPENSE	0.00	0.00	0.00	0.00	0.00
601-00-53600-920-001	Utility Clerk Wages Billing AG	360.16	1,800.80	4,704.00	2,903.20	38.28
601-00-53600-920-002	Utility Clerk FICA Billing AG	26.30	132.15	360.00	227.85	36.71
601-00-53600-920-003	Utility Op Wages Billing AG	447.58	2,461.69	20,811.56	18,349.87	11.83
601-00-53600-920-004	Utility Op FICA Billing AG	33.22	183.07	1,317.00	1,133.93	13.90
601-00-53600-920-005	PW Director Wages Billing AG	1,417.46	6,792.46	34,615.71	27,823.25	19.62
601-00-53600-920-006	PW Director FICA Billing AG	105.41	505.77	2,649.50	2,143.73	19.09
601-00-53600-921-001	Office Supply Expense	52.67	254.08	1,600.00	1,345.92	15.88
601-00-53600-921-003	Office Phone Expense	50.46	355.62	600.00	244.38	59.27
601-00-53600-921-004	Copy Expense	0.00	0.00	250.00	250.00	0.00
601-00-53600-921-005	Internet Access	59.99	299.95	1,200.00	900.05	25.00
601-00-53600-921-006	Fuel	365.22	1,512.81	8,000.00	6,487.19	18.91
601-00-53600-921-007	Mileage - Water Utility	0.00	253.07	1,500.00	1,246.93	16.87
601-00-53600-921-008	Equipment Parts & Maintenance	0.00	2,039.33	8,000.00	5,960.67	25.49
601-00-53600-921-009	Uniforms	93.96	437.27	700.00	262.73	62.47
601-00-53600-923-001	Accounting Services	0.00	1,750.00	6,000.00	4,250.00	29.17
601-00-53600-923-002	Engineering Services	16,355.75	70,275.00	175,000.00	104,725.00	40.16
601-00-53600-923-004	Legal Services	0.00	0.00	1,000.00	1,000.00	0.00
601-00-53600-923-005	Diggers Hotline	0.00	323.20	3,000.00	2,676.80	10.77
601-00-53600-923-006	Operator in Charge	0.00	0.00	0.00	0.00	0.00
601-00-53600-923-007	Inspection Services	0.00	0.00	3,000.00	3,000.00	0.00
601-00-53600-924-001	Insurance Expense	0.00	4,765.38	8,000.00	3,234.62	59.57
601-00-53600-926-001	PW Crew Health Operation	597.32	2,811.10	3,778.00	966.90	74.41
601-00-53600-926-002	PW Crew Retirement Operation	0.00	0.00	899.00	899.00	0.00
601-00-53600-926-003	Utility Clerk Health Operation	1,452.96	3,359.52	7,556.00	4,196.48	44.46
601-00-53600-926-004	Utility Clerk Retire Operation	98.00	460.01	1,279.00	818.99	35.97
601-00-53600-926-005	Utility Clerk EAP Operation	0.00	20.25	14.00	-6.25	144.64
601-00-53600-926-007	PW Director Health Operation	6,841.02	10,956.87	5,665.50	-5,291.37	193.40
601-00-53600-926-008	PW Director Retire Operation	129.26	895.11	1,653.00	757.89	54.15
601-00-53600-926-009	Utility Op Health Operation	0.00	0.00	18,888.24	18,888.24	0.00
601-00-53600-926-010	Utility Op Retire Operation	397.04	1,404.78	3,958.00	2,553.22	35.49
601-00-53600-926-011	Utility Operator - PT Wages	0.00	0.00	0.00	0.00	0.00
601-00-53600-926-012	Utility Operator - PT FICA	0.00	0.00	0.00	0.00	0.00
601-00-53600-928-001	Regulatory Commission Exp	0.00	2,836.48	8,000.00	5,163.52	35.46

Fund: 601 - Water Utility

Account Number		2023	2023	2023	Budget Status	% of Budget
		May	Actual 05/31/2023	Budget		
601-00-53600-930-001	PW Crew Wages Misc	0.00	0.00	4,493.80	4,493.80	0.00
601-00-53600-930-002	PW Crew FICA Misc	0.00	0.00	343.00	343.00	0.00
601-00-53600-930-003	Utility Clerk Wages Misc	360.16	1,800.80	4,703.00	2,902.20	38.29
601-00-53600-930-004	Utility Clerk FICA Misc	26.30	132.15	359.50	227.35	36.76
601-00-53600-930-005	PW Director Wages Misc	274.62	1,823.10	4,858.60	3,035.50	37.52
601-00-53600-930-006	PW Director FICA Misc	20.26	136.03	370.50	234.47	36.72
601-00-53600-930-007	Utility Op Wages Misc	447.58	2,461.69	20,811.56	18,349.87	11.83
601-00-53600-930-008	Utility Op FICA Misc	33.22	183.07	1,317.00	1,133.93	13.90
601-00-53600-930-009	Education/Seminars Expense	0.00	0.00	2,500.00	2,500.00	0.00
601-00-53600-930-010	Marathon Co Health Wells	0.00	0.00	0.00	0.00	0.00
601-00-53600-930-011	OIC Garden Wells	0.00	0.00	0.00	0.00	0.00
601-00-53600-930-013	Recruiting Expense	0.00	0.00	1,000.00	1,000.00	0.00
601-00-53600-933-001	Transport Exp - Supplies	0.00	0.00	0.00	0.00	0.00
<b>PWKS; Fuel Charges</b>		<b>46,285.80</b>	<b>237,079.92</b>	<b>901,653.10</b>	<b>664,573.18</b>	<b>26.29</b>
601-00-58000-001-221	Bond Issuance Costs	0.00	0.00	0.00	0.00	0.00
<b>Payment to Refunding Bond Agen</b>		<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
601-00-59000-300-000	Transfer to Other Funds	0.00	0.00	0.00	0.00	0.00
<b>Transfer to Other Funds</b>		<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
<b>Total Expenses</b>		<b>46,285.80</b>	<b>237,079.92</b>	<b>901,653.10</b>	<b>664,573.18</b>	<b>26.29</b>
<b>Net Totals</b>		<b>40,434.48</b>	<b>104,773.48</b>	<b>-99,793.10</b>	<b>-204,566.58</b>	<b>-104.99</b>

Fund: 650 - Sewer Utility

Account Number		2023 May	2023 Actual 05/31/2023	2023 Budget	Budget Status	% of Budget
650-00-40800-300-000	Sewer Tax Roll	0.00	2,224.54	0.00	2,224.54	0.00
<b>REVENUES</b>		<b>0.00</b>	<b>2,224.54</b>	<b>0.00</b>	<b>2,224.54</b>	<b>0.00</b>
650-00-46200-622-001	Metered Sales-Residential	31,422.30	187,228.31	435,000.00	-247,771.69	43.04
650-00-46200-622-002	Metered Sales-Commercial	4,753.07	21,087.12	55,000.00	-33,912.88	38.34
650-00-46200-622-003	Metered Sales-Industrial	3,988.76	7,836.68	16,500.00	-8,663.32	47.50
650-00-46200-622-005	Metered Sales - Multifam Res	7,992.82	46,454.34	99,000.00	-52,545.66	46.92
650-00-46200-623-000	Metered Sales-Public Auth	0.00	371.82	1,500.00	-1,128.18	24.79
650-00-46200-631-000	Forfeited Discount	675.61	2,985.19	4,500.00	-1,514.81	66.34
650-00-46200-632-000	Sewer; Connection Fees	0.00	3,821.00	0.00	3,821.00	0.00
650-00-46200-635-000	Other Sewerage Revenue	0.00	0.00	0.00	0.00	0.00
650-00-46400-421-000	Contributed Assets	0.00	0.00	0.00	0.00	0.00
<b>Public Charges for Services</b>		<b>48,832.56</b>	<b>269,784.46</b>	<b>611,500.00</b>	<b>-341,715.54</b>	<b>44.12</b>
650-00-48000-000-000	MISCELLANEOUS REVENUE	0.00	0.00	0.00	0.00	0.00
650-00-48000-001-100	Interest On Investments	2,438.14	6,719.18	21,000.00	-14,280.82	32.00
650-00-48000-002-311	Other Misc. Sewer Revenues	0.00	5,804.68	0.00	5,804.68	0.00
<b>Other Misc. Sewer Revenues</b>		<b>2,438.14</b>	<b>12,523.86</b>	<b>21,000.00</b>	<b>-8,476.14</b>	<b>59.64</b>
650-00-49210-000-000	Transfer from General Fund	0.00	0.00	0.00	0.00	0.00
<b>Proceeds; Loans/Financing</b>		<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
<b>Total Revenues</b>		<b>51,270.70</b>	<b>284,532.86</b>	<b>632,500.00</b>	<b>-347,967.14</b>	<b>44.99</b>

Fund: 650 - Sewer Utility

Account Number		2023 May	2023 Actual 05/31/2023	2023 Budget	Budget Status	% of Budget
650-00-53560-850-001	PW Crew Salaries & Wages	0.00	137.58	13,216.59	13,079.01	1.04
650-00-53560-850-002	PW Crew FICA	0.00	10.22	1,011.00	1,000.78	1.01
650-00-53560-850-004	PW Crew Insurance	597.33	3,664.63	3,778.00	113.37	97.00
650-00-53560-850-005	PW Crew Retirement	0.00	9.36	899.00	889.64	1.04
650-00-53560-850-006	Utilities Clerk Salaries/Wages	1,440.64	6,895.68	18,728.32	11,832.64	36.82
650-00-53560-850-007	Utilities Clerk FICA	105.32	505.43	1,432.50	927.07	35.28
650-00-53560-850-008	Utilities Clerk Health Ins	1,452.96	3,359.52	7,556.00	4,196.48	44.46
650-00-53560-850-009	Utilities Clerk Retirement	97.92	469.62	1,274.00	804.38	36.86
650-00-53560-850-010	Utilities Clerk EAP Fringe	0.00	0.00	14.00	14.00	0.00
650-00-53560-850-011	PW Director Salaries & Wages	2,516.12	13,632.97	24,292.50	10,659.53	56.12
650-00-53560-850-012	PW Director FICA	186.49	1,015.32	1,858.50	843.18	54.63
650-00-53560-850-013	PW Director Health Insurance	6,841.02	10,956.88	5,665.50	-5,291.38	193.40
650-00-53560-850-014	PW Director Retirement	129.24	865.59	1,653.00	787.41	52.36
650-00-53560-850-015	Utility Op Salaries & Wages	12,001.08	49,985.71	86,018.80	36,033.09	58.11
650-00-53560-850-016	Utility Operators FICA	889.08	3,709.35	6,574.00	2,864.65	56.42
650-00-53560-850-017	Utility Op Health Insurance	0.00	0.00	18,888.24	18,888.24	0.00
650-00-53560-850-018	Utility Op Retirement	752.40	3,188.60	3,930.00	741.40	81.13
650-00-53560-850-022	Utility Operator - PT Wages	0.00	0.00	26,000.00	26,000.00	0.00
650-00-53560-850-023	Utility Operator PT FICA	0.00	0.00	1,989.00	1,989.00	0.00
650-00-53650-403-000	Depreciation Expense-Sewer	0.00	37,043.54	218,000.00	180,956.46	16.99
650-00-53650-821-001	Wisconsin Public Service-Elec	8,691.59	24,892.34	25,000.00	107.66	99.57
650-00-53650-821-002	Wisconsin Public Service-Gas	8.29	58.73	300.00	241.27	19.58
650-00-53650-826-000	Capital Outlay Equipment	0.00	20,600.00	360,000.00	339,400.00	5.72
650-00-53650-827-001	Operation-Telephone Exp	687.21	2,328.31	6,000.00	3,671.69	38.81
650-00-53650-827-002	System Membership/Service Cont	0.00	0.00	0.00	0.00	0.00
650-00-53650-831-000	Mainten of Collecting System	540.00	2,127.50	30,000.00	27,872.50	7.09
650-00-53650-832-000	Maintenance of Stations	4,170.32	23,032.47	15,000.00	-8,032.47	153.55
650-00-53650-850-009	Utilities Clerk Retirement	0.00	0.00	0.00	0.00	0.00
650-00-53650-851-001	Office Supplies Expense	79.66	506.95	700.00	193.05	72.42
650-00-53650-851-002	Postage Expense	154.85	1,250.39	3,389.00	2,138.61	36.90
650-00-53650-851-003	Office-Phone Expense	141.41	401.26	478.00	76.74	83.95
650-00-53650-851-004	Copy Expense	0.00	0.00	500.00	500.00	0.00
650-00-53650-851-005	Billing Supplies	0.00	0.00	500.00	500.00	0.00
650-00-53650-851-006	Internet Access	59.99	299.95	1,200.00	900.05	25.00
650-00-53650-851-007	Bank Fees	16.25	2,641.66	2,000.00	-641.66	132.08
650-00-53650-851-008	Equipment Parts & Maintenance	731.24	1,978.65	4,000.00	2,021.35	49.47
650-00-53650-851-009	Computer Supplies & Expenses	0.00	0.00	18,000.00	18,000.00	0.00
650-00-53650-851-010	Uniforms	93.94	437.23	575.00	137.77	76.04
650-00-53650-852-001	Accounting Services	0.00	2,462.50	21,000.00	18,537.50	11.73
650-00-53650-852-002	Engineering Services	0.00	3,535.00	150,000.00	146,465.00	2.36
650-00-53650-852-003	Legal Services	0.00	0.00	1,100.00	1,100.00	0.00
650-00-53650-852-004	Rib Mt Sewerage District	24,851.45	95,687.23	260,000.00	164,312.77	36.80
650-00-53650-852-005	Diggers Hotline	0.00	323.20	1,100.00	776.80	29.38
650-00-53650-852-006	Operator in Charge	0.00	0.00	0.00	0.00	0.00
650-00-53650-852-008	Pipeline Newsletter	0.00	0.00	1,000.00	1,000.00	0.00
650-00-53650-852-010	Meter Reading Share	0.00	0.00	0.00	0.00	0.00
650-00-53650-853-000	Insurance Expense	0.00	1,736.52	3,000.00	1,263.48	57.88
650-00-53650-856-000	Misc General Expense	0.00	0.00	8,000.00	8,000.00	0.00
650-00-53650-856-001	Education/Seminars Expense	0.00	0.00	2,500.00	2,500.00	0.00
650-00-53650-856-002	Mileage - Sewer Utility	0.00	61.73	1,500.00	1,438.27	4.12
650-00-53650-856-003	Fuel	365.23	934.74	8,000.00	7,065.26	11.68
650-00-53650-856-013	Recruiting Expense	0.00	0.00	1,000.00	1,000.00	0.00

Fund: 650 - Sewer Utility

Account Number		2023 May	2023 Actual 05/31/2023	2023 Budget	Budget Status	% of Budget
650-00-53650-857-001	Capital Improvements	0.00	0.00	20,000.00	20,000.00	0.00
<b>PWKS; Fuel Charges</b>		67,601.03	320,746.36	1,388,620.95	1,067,874.59	23.10
650-00-59000-100-000	Transfer to General Fund	0.00	0.00	0.00	0.00	0.00
650-00-59000-300-000	Transfer to Debt Service	0.00	0.00	0.00	0.00	0.00
<b>Transfer to Other Funds</b>		0.00	0.00	0.00	0.00	0.00
<b>Total Expenses</b>		67,601.03	320,746.36	1,388,620.95	1,067,874.59	23.10
<b>Net Totals</b>		-16,330.33	-36,213.50	-756,120.95	-719,907.45	4.79

Fund: 750 - Internal Equipment Replacement

Account Number		2023 May	2023 Actual 05/31/2023	2023 Budget	Budget Status	% of Budget
750-00-41000-000-000	Tax Revenues	0.00	200,000.00	200,000.00	0.00	100.00
<b>Tax - Developer Guaranteed</b>		0.00	200,000.00	200,000.00	0.00	100.00
750-00-43851-000-000	Grant Revenue	0.00	0.00	0.00	0.00	0.00
<b>State; COVID Reimbursement Aid</b>		0.00	0.00	0.00	0.00	0.00
750-00-48000-001-100	Interest Earned on Investments	1,306.15	3,591.91	5,000.00	-1,408.09	71.84
750-00-48000-002-303	Sale of Equipment	0.00	0.00	0.00	0.00	0.00
<b>Other Misc. Sewer Revenues</b>		1,306.15	3,591.91	5,000.00	-1,408.09	71.84
750-00-49000-000-000	Proceeds; Loans/Financing	0.00	0.00	0.00	0.00	0.00
750-00-49100-000-000	Proceeds from LT Debt	0.00	732,208.00	0.00	732,208.00	0.00
750-00-49210-000-000	Transfer from General Fund	0.00	0.00	0.00	0.00	0.00
750-00-49250-000-000	Transfer from Parks Fund	72,021.31	72,021.31	0.00	72,021.31	0.00
<b>Proceeds; Loans/Financing</b>		72,021.31	804,229.31	0.00	804,229.31	0.00
<b>Total Revenues</b>		73,327.46	1,007,821.22	205,000.00	802,821.22	491.62



Fund: 750 - Internal Equipment Replacement

Account Number		2023 May	2023 Actual 05/31/2023	2023 Budget	Budget Status	% of Budget
750-00-51000-001-000	Equipment Purchases	0.00	35,884.87	254,000.00	218,115.13	14.13
750-00-51900-000-000	Bank & Investment Fees	0.00	2,016.21	0.00	-2,016.21	0.00
<b>Equipment Purchases</b>		<b>0.00</b>	<b>37,901.08</b>	<b>254,000.00</b>	<b>216,098.92</b>	<b>14.92</b>
750-00-57220-000-000	Fire Protection Capital Outlay	0.00	932,208.00	0.00	-932,208.00	0.00
<b>Capital Outlay Expenditures</b>		<b>0.00</b>	<b>932,208.00</b>	<b>0.00</b>	<b>-932,208.00</b>	<b>0.00</b>
750-00-59000-000-000	Transfer to Other Funds	0.00	0.00	0.00	0.00	0.00
<b>Transfer to Other Funds</b>		<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
<b>Total Expenses</b>		<b>0.00</b>	<b>970,109.08</b>	<b>254,000.00</b>	<b>-716,109.08</b>	<b>381.93</b>
<b>Net Totals</b>		<b>73,327.46</b>	<b>37,712.14</b>	<b>-49,000.00</b>	<b>-86,712.14</b>	<b>-76.96</b>

Fund: 800 - Custodial Fund-Tax Due Others

Account Number	2023 May	2023 Actual 05/31/2023	2023 Budget	Budget Status	% of Budget
800-00-41100-000-000 Tax Collections	0.00	0.00	0.00	0.00	0.00
<b>Tax - Developer Guaranteed</b>	0.00	0.00	0.00	0.00	0.00
<b>Total Revenues</b>	0.00	0.00	0.00	0.00	0.00

Fund: 800 - Custodial Fund-Tax Due Others

Account Number		2023 May	2023 Actual 05/31/2023	2023 Budget	Budget Status	% of Budget
800-00-51100-000-000	Tax Due Other	0.00	0.00	0.00	0.00	0.00
800-00-51101-000-000	Tax Due Marathon County	0.00	0.00	0.00	0.00	0.00
800-00-51102-000-000	Tax Due Mosinee School Dist	0.00	0.00	0.00	0.00	0.00
800-00-51103-000-000	Tax Due DC Everest Schools	0.00	0.00	0.00	0.00	0.00
800-00-51104-000-000	Tax Due North Central Tech	0.00	0.00	0.00	0.00	0.00
800-00-51105-000-000	MFL Due Marathon County	0.00	0.00	0.00	0.00	0.00
<b>Equipment Purchases</b>		0.00	0.00	0.00	0.00	0.00
<b>Total Expenses</b>		0.00	0.00	0.00	0.00	0.00
<b>Net Totals</b>		0.00	0.00	0.00	0.00	



## OFFICIAL NOTICE AND AGENDA

Kronenwetter SPECIAL Administrative Policy  
Committee (APC)

Wednesday April 5, 2023 5:30 P.M.

### 1. Call meeting to order

#### a. Roll Call

Committee Members Present: Ken Charneski, Lyn McCarthy, Lee Pastika

Committee Members Absent: Kim Tapper and Jordyn Wadle-Leff

Staff Members present: Dan Mahoney, Interim Administrator; Sarah Fisher, Account Clerk

### 2. Public Input (15 minutes): *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 there be 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.*

NONE

### 3. Old Business:

#### a. FIN-003 and FIN-005

*Charneski states that according to the statutes the Village Clerk should be reviewing Invoices then passes them to the Treasurer. Mahoney states that the invoices should be going to department heads first to be approved then to the Treasurer to be paid out. Motion by McCarthy/Charneski to delay action and have Interim Administrator Dan Mahoney review FIN-003 and FIN-004 and bring back to next APC meeting as well as make stated corrections to files and replace "handed" to "delivered" in text and make consistent though text invoices initialed and vouchers are signed. Motion Passes 3:0 by Voice vote.*

*McCarthy discusses changes space between one and two on second page. Last line the word that is suppose to be "all" fix to be all. Fix punctuation at the end of text. Motion by McCarthy/Pastika to recommend the board approve FIN-005 with discussed changes.*

#### b. Onboarding Check List/Orientation for Village Board and Committee Members

*Motion by Charneski/Pastika to delay action 90 days to test drive on Kelly Coyle. Motion passes 3:0 by Voice Vote*

#### c. New Policy Waived Payment Policy

*Motion by Charneski/ McCarthy to delay action. Motion passes 3:0 by Voice Vote*

#### d. Ethics/Code of Conduct

*Motion by McCarthy/ Pastika to recommend to the board to establish ethics commission. Motion passes 3:0 by Voice Vote.*

### 4. New Business:

#### a. Resolution for DNR loan

*Motion by Pastika/Charneski to defer action until Joint Board meeting. Motion Passes 3:0 by Voice Vote.*

#### b. Review and Recommendation of Village Attorney RFPs

*Motion by Pastika/McCarthy to recommend to the board Weld Riley for Village Attourney. Motion Passes 2:1 by Voice Vote.*

#### c. Johnson Control Contract Renewal

*No action*

#### d. 03/01/2023 APC Minutes

*Motion by Charneski/McCarthy to approve APC minutes. Motion passes 3:0 by Voice Vote.*

#### e. 03/08/2023 APC Minutes

*Motion by Charneski/McCarthy to approve APC minutes. Motion passes 3:0 by Voice Vote*

#### f. 03/14/2023 APC Minutes

*UNAPPROVED MINUTES*

*Motion by Charneski/McCarthy to approve APC minutes. Motion passes 3:0 by Voice Vote*

**g. 03/23/2023 APC Minutes**

*Motion by Charneski/McCarthy to approve APC minutes. Motion passes 3:0 by Voice Vote*

**5. Items for Future Agenda:**

*Discussion on Financial advisor*

**6. Adjournment:**

*Motion by McCarthy/Pastika to Adjourn. Motion Passes 3:0 by Voice Vote at 7:23pm*

Minutes Drafted By: Sarah Fisher; Account Clerk

Submitted on:06/20/2023:

Approved On:



## OFFICIAL NOTICE AND AGENDA

Kronenwetter Administrative Policy Committee (APC)  
**Tuesday April 18, 2023 5:30 P.M.**

### 1. Call meeting to order

#### a. Roll Call

Committee Members Present: Ken Charneski, Lyn McCarthy, Kim Tapper

Committee Members Absent: Lee Pastika-excused and Jordyn Wadle-Leff-excused

Staff Members present: Dan Mahoney, Interim Administrator; Sarah Fisher, Account Clerk

### 2. Public Input (15 minutes): *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 there be 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.*

NONE

### 3. Reports:

#### a. Treasurer's Report:

*Treasurer Lisa Kerstner discusses she provided January and February reports, she states that February statement for General Checking shows that there is a 3.75% however it is actual 0%. She states that she was able to verify that all funds that the Village has are fully insured. Charneski states that the state insures an additional \$400,000 ontop off the \$250,000 insured though FDIC. He asks how all our funds are insured since the village has a balance higher than that. Kerstner discusses the sweep accounts and how using them allows all the money to be fully insured though FDIC. Charneski asks if Kerstner could check with state to find out legitimacy of accounts, and to obtain a letter to prove what she found. Mahoney discusses the possibility of moving money to accounts that have higher interest rates and to have liquid assets. Charneski talks on Wood Trust transfer and how when money is moved from one Institution to another the Village President's signature is required to be on those documents. Charneski and McCarthy discuss looking into Verisign or a Signature stamp for quick approval items.*

#### b. Village Attorney invoices January-March

*No Discusison*

### 4. Old Business:

#### a. HR-006 discussion

*Charneski directed to send redlined policy back to the board for approval.*

#### b. HR-001 Administrator's input review

*Mahoney discusses that he was unable to take a good look at the policy but wanted to get intouch with the Village Attorney to see if FSLA plays a roll into the policy. Motion by Tapper/ McCarthy to delay action until next meeting. Motion passes 3:0 by Voice Vote.*

### 5. New Business:

#### a. TDS Sponsorship agreement

*Motion by McCarthy/Tapper to recommend the board approve tthe TDS sponsorship agreement. Motion Passes 3:0 by Voice Vote.*

#### b. RFPs for recruitment of consulting firm for hiring of a Village Administrator

*Charneski askses if add is still running, add ended yesterday (April 18, 2023) he requested resumes be sent out ot APC members for review.*

#### c. Recognition of Chief McHugh for time served as Interim Village Administrator

*UNAPPROVED MINUTES*

*Dan Recommends that this item goes to a closed session discussion. Motion by Charneski/Tapper to delay action. Motion passes 3:0 by Voice Vote.*

**d. Review and recommendation: Procedure for agenda item flow between committees to Village Board**

*Discussion on flow from staff to committee to board and back. Training will be conducted to instruct all on proper procedures.*

**e. Advantage Group Supplemental Benefits Proposal**

*No action*

**f. Employee Handbook status as a guide or authority:discussion**

*McCarthy discusses the discussion of when to get rid of a policy if the handbook discusses it and if the handbook is law or a guide. She states she found that you have to name it Adopt it and put it in the record before it becomes legal. Trustee Dumais states that the handbook is meant to be a guide between employee and employer.*

**g. Approval of April 5, 2023 APC minutes**

*No action*

**h. Rescind approval of Feb 8,2023 minutes**

*Motion by Charneski/Tapper to rescind Previously approved minutes. Motion Passes 3:0 by Voice Vote.*

**i. Approval of corrected Feb 8,2023 minutes**

*Motion by Tapper/McCarthy to approve corrected minutes. Motion passes 3:0 by Voice Vote.*

**6. Items for Future Agenda:**

*Compensation for Committee members*

**7. Adjournment:**

*Motion by McCarthy/Tapper to Adjourn. Motion Passes 3:0 by Voice Vote at 6:53pm*

Minutes Drafted By: Sarah Fisher; Account Clerk

Submitted on:06/20/2023:

Approved On:



**OFFICIAL NOTICE AND AGENDA**

Kronenwetter SPECIAL Administrative Policy  
Committee (APC)

Friday April 28, 2023 4:15 P.M.

**1. Call meeting to order**

**a. Roll Call**

Committee Members Present: Ken Charneski, Lyn McCarthy, Lee Pastika, Jordyn Wadle-Leff

Committee Members Absent: Kim Tapper

Staff Members present:

**2. Public Input (15 minutes):** *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 there be 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.*

NONE

**3. New Business:**

**a. Consideration on motion to convene into closed session pursuant to Wis. Stat. 19.85 (1)© 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 interviews for Administrator position**

*Motion by McCarthy/Pastika to go into closed session. Motion passes 4:0 by Roll call*

**b. Consideration of Motion to Reconvene into Open Session**

**c. Discussion and Action: Administrator candidates**

*Motion by McCarthy/Pastika to forward Bradley Hanson to Village Board for Interview. Motion passes 4:0 by Voice Vote*

**4. Items for Future Agenda:**

None

**5. Adjournment:**

*Motion by McCarthy/Pastika to Adjourn. Motion Passes 4:0 by Voice Vote*

Minutes Drafted By: Sarah Fisher; Account Clerk

Submitted on:06/20/2023:

Approved On:





# ADMINISTRATIVE POLICY COMMITTEE MEETING MINUTES

May 16, 2023 at 5:30 PM

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

**1. CALL MEETING TO ORDER**

- A. Roll Call
  - EnterTextHere
  - PRESENT
  - Chris Voll
  - Kelly Coyle
  - Lyn McCarthy
  - Mary Solheim
  - Jordyn Wadle-Leff

- B. Pledge of Allegiance

**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.

None

**3. NEW BUSINESS**

- C. Selection of Chairperson
  - Motion by Wadle-Leff/Coyle to nominate Chris Voll as APC Chair. Motion carried 5:0 by Voice Vote.
- D. Selection of Vice Chairperson
  - Motion by Coyle/Voll to nominate McCarthy as Vice Chair. Motion carried 5:0 by Voice Vote.
- E. Fire Department DNR Grant
  - Motion by Wadle-Leff/McCarthy to recommend the board approve application of both WPS and DNR grant as presented by Fire Chief. Motion Carried 5:0 by Voice Vote.
- F. People State Bank approval for authorization use
  - Motion by McCarthy/Coyle to approve People's State Bank as an approved bank, be added to the resolution, and create a policy on approving future banks. Motion carried 5:0 by Voice Vote.
- G. Discussion on Village Financials
  - Wadle-Leff requests summary at the Village Board Level meeting and Check register at APC meeting.
  - Motion by Voll/Coyle to allow Treasurer to move line items within department, to report sub account changes and to have treasurer bring any other budget amendment to APC for discussion and approval.
  - Motion carried 5:0 by Voice Vote.
- H. ABT MAILCOM
  - APC members requested some additional research and quote gathering and bring findings back to future meeting.

- I. Parks - Budget Amendment  
Motion by Voll/ Wadle-Leff to move forward with budget amendment for parks equipment. Motion carried 5:0 by Voice Vote.
- J. Discussion and possible action related to reorganization of APC into two separate committees  
Coyle discusses separating APC into two committees- Finance and APC- aggregated to bring back to future meeting.
- K. Discussion and possible action related to the creation of ad hoc interview sub-committee of APC for first interviews of candidates for positions of Department head or higher  
Discussion on creation of ad hoc interview committee, members to look for policy examples and bring back to future meeting.
- L. Discussion and possible action related to the creation of an ad hoc Ethics Committee separate from all previous attempts to do so  
Members discuss idea of the ethics committee Mahoney suggested members look at criteria of possible members before APC moves forward.

**4. REPORTS AND DISCUSSIONS**

- M. Treasurer's Report  
Village treasurer discusses village finances.

**5. OLD BUSINESS**

- N. GEN-007  
Voll to rewrite policy and bring back to next meeting for review.

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

FIN-003, FIN-004, FIN-005

**7. NEXT MEETING:**

June 20, 2023

**8. ADJOURNMENT**

Motion by Voll//Coyle to adjourn. Motion carried 5:0 by Voice Vote at 7:07 PM.

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

**Posted: 05/12/2023 Kronenwetter Municipal Center and [www.kronenwetter.org](http://www.kronenwetter.org)  
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