



# RIDGWAY

## BOARD OF TRUSTEES MEETING AGENDA

October 14, 2025 at 7:00 PM

Ridgeway Community Center - Room 101/102 208 Jarvis Street, Ridgeway, WI 53582

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### CALL TO ORDER AND ROLL CALL

### CONFIRMATION OF OPEN MEETING

### PLEDGE OF ALLEGIANCE

### PUBLIC COMMENT

*Members of the public may address the Village Board during this time. Comments are limited to **three (3) minutes** per speaker. The Village Board will **not engage in discussion or take action** on items presented during public comment. However, issues raised may be referred to Village staff or scheduled for discussion at a future meeting.*

### CONSENT AGENDA

1. Minutes to be Adopted:  
September 9, 2025 Board of Trustees Meeting  
September 10, 2025 Steering Committee-Main Street/HHH Project Workshop  
September 16, 2025 Public Works, Safety and Health Committee Meeting  
September 30, 2025 Finance Committee  
October 6, 2025 Finance Committee
2. ACH Payments and General Fund Disbursements
3. Adoption of Agenda

### ANNOUNCEMENTS, DEPARTMENT REPORTS, AND CORRESPONDENCE

4. President Messages
5. Clerk/Treasurer Report
6. Public Works, Streets and Parks Report
7. Marshal Report
8. Correspondence

### OLD BUSINESS FOR DISCUSSION AND POSSIBLE ACTION

9. Park/Playground - Spring Riders
10. DNR Grant - Pathway to Shelter Repair
11. Chip Sealing Streets
12. ES&S Agreement-New Voting Machine DS200

## **NEW BUSINESS FOR DISCUSSION AND POSSIBLE ACTION**

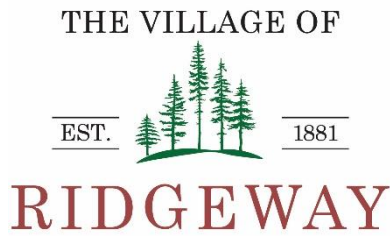
- [13.](#) Garrett and Alayna Rose-Driveway
14. Kevin Sincox-Sleep and Heavenly Peace Project
15. Annual Safe Drinking Water Fund Loan for a term of no less than 366 days in the amount of \$29565.00.
- [16.](#) League of Municipalities Insurance Renewal
- [17.](#) 2025 Audit - Johnson Block
18. Park & Recreation Commission Recommendation - Trick or Treat hours
19. Contract Policing
20. Main Street/HHH Steering Committee replacement member

## **ADJOURNMENT**

*Any person(s) with a qualifying disability, as defined by the Americans with Disabilities Act, that requires the meeting or material at the meeting to be in an accessible location or format, must contact the Village Clerk at the address listed above or call 608-924-5881, prior to the meeting so that any necessary arrangements can be made to accommodate each request.*

*AFFIDAVIT OF POSTING: I hereby certify that this notice has been posted at the Ridgeway Community Center, on the Village Web Site and notifications sent to subscribers.*

*/s/ Lori Phelan, Clerk/Treasurer*



## BOARD OF TRUSTEES MEETING MINUTES

September 09, 2025 at 7:00 PM

Ridgeway Community Center - Room 101/102 208 Jarvis Street, Ridgeway, WI 53582

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### CALL TO ORDER AND ROLL CALL

Meeting called to order by President Butler at 7:02 pm.

PRESENT: President Bradley Butler, Trustee Kellee Venden, Trustee Cynthia Niehaus, Trustee Kayla Goebel, Trustee Julene Garner, Trustee Ruth Nevins, Trustee Steve Vosberg, Kevin Meckley-Streets and Parks Superintendent and Lori Phelan-Clerk/Treasurer. Absent: Michael Gorham-Marshal

### CONFIRMATION OF OPEN MEETING

Phelan confirmed this was a properly noticed meeting posted on September 5, 2025 at the Ridgeway Community Center and the Village website, with notification sent via email/text to subscribers.

### PLEDGE OF ALLEGIANCE

The pledge was recited.

### PUBLIC COMMENT

Kim McCutchin inquired building two duplexes where Doodle's is located and the vacant lots towards Weaver Street. He was referred to the Plan Commission as this would be a zoning matter for them to discuss. Butler informed Kim that the Village may not be in favor of rezoning the property as it is in the business district.

Nick Spencer questioned why the village may not allow building the duplexes on the vacant lots. Butler shared that rezoning would then remove those parcels as business opportunities.

### CONSENT AGENDA

Motion by **Niehaus**, seconded by **Vosberg** to approve the consent agenda as presented. Motion carried.

1. Adoption of Agenda
2. Minutes to be Adopted:
  - Board of Trustees August 12, 2025
  - Finance Committee August 26, 2025
  - Finance Committee September 2, 2025
3. ACH Payments and General Fund Disbursements

Pooled Checking Account Disbursements totaling \$19,667.00  
 Chase Credit Card Purchases \$1,282.71  
 Costco CitiBank Credit Card Purchases \$258.04  
 ACH Payment totaling \$30,722.37  
 Payroll \$16,466.21

## ANNOUNCEMENTS, DEPARTMENT REPORTS, AND CORRESPONDENCE

### 4. President Messages

President Butler shared all positions are filled and going well. Employee reviews have been completed. The Main Street/HHH Project is moving along and the Steering Committee has been formed and have met. Budget proceedings are underway.

### 5. Clerk/Treasurer Report

Phelan shared August month end balances of all bank accounts.

All accounts-\$1,423,217.63  
 GF Pooled Checking-\$296,102.61  
 GF Money Market-\$835,862.07  
 Sewer DNR Replacement-\$94,069.88  
 Water Money Market-\$88,473.49  
 CDBG Accounts-0  
 RD Sewer Replacement-\$45,233.82  
 Holiday Helper-\$24,818.87  
 SDWL Debt Service-\$39,095.04

HeyGov online utility payments up 11% from July. Does not include the customers on Direct Pay.

Training Marj on new tasks in the Deputy Clerk role is going very well.

Phelan will be attending the Municipal Treasurer Association of Wisconsin Fall Conference on 9/18-19/25 virtually outside of the office.

### 6. Public Works, Streets and Parks Report

Lamont is teaching Kevin on water, sewer and other tasks, Kevin has gathered quotes for 2026 budget. Both have been going around looking at infrastructure. Inquiring about getting crane fixed on the utility truck. Looking at "wish list" for 2026 budget.

### 7. Park and Recreation Commission Report

Cindy shared they are working on Boo Bash dance for October 31. Decorating to be done on the Sunday prior in some areas of the building. A DJ will play from 6-10pm. Changing trick or treating to 4-7 instead of 5-8. Add to October 14th Board Meeting for approval by the board.

### 8. Marshal Report

No report provided.

Public Works, Safety and Health Committee to meet next week.

### 9. Correspondence

None

**OLD BUSINESS FOR DISCUSSION AND POSSIBLE ACTION**

## 10. Bona Dea Project Update

Tara Meckley and Kari Phelan shared updates with the Board regarding the project and Farmer's Market. Paperwork filed for a 501(c)3. The Market will be part of the project after the completion of this season. No action taken.

## 11. Resolution 2025-05 Public Fire Protection

Motion by **Nevins**, seconded by **Vosberg** to adopt Resolution 2025-05 to move an additional \$40,000 of Public Fire Protection from municipal charge to direct billing on the utility bills. Motion carried.

## 12. WEDC Connect Communities

Motion by **Niehaus**, seconded by **Garner** to not renew the WEDC Connect Communities agreement for the 2025-2026 fiscal year (June 2026). Motion carried.

## 13. Schedule for 2026 Budget Workshops

Budget meetings:

September 29 5pm - General Fund

October 6 5pm - Water and Sewer Funds

Review meeting to be determined

**NEW BUSINESS FOR DISCUSSION AND POSSIBLE ACTION**

## 14. Rae Ann Butteris - Library Volunteers

Motion by **Niehaus**, 2nd by **Venden** to remove the lockers outside the library and sell or scrap them. Motion carried.

Plastic recycling fundraiser for a new bench was discussed. No action taken.

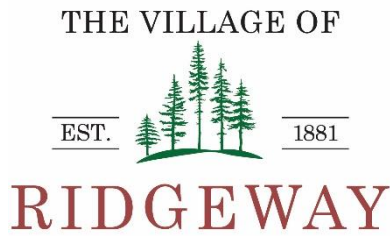
## 15. Electronic Device Policy Amendment

Motion by **Niehaus**, seconded by **Garner** to amend the Electronic Device Policy as presented. Motion carried.

**ADJOURNMENT**

Motion by **Garner**, seconded by **Venden** to adjourn at 7:58pm. Motion carried.

*DRAFT MINUTES TO BE APPROVED AT THE NEXT REGULAR SESSION BOARD OF TRUSTEES MEETING.*



## **STEERING COMMITTEE-MAIN STREET/HHH PROJECT WORKSHOP #2 MINUTES**

**September 10, 2025 at 4:00 PM**

Parking area at HHH/H North/Cardinal Way

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### **WORKSHOP OPENING**

Steering Committee members gathered at the park & ride at HHH and Cardinal Way at 4:00 pm. Members present: Mark Doyle-Delta 3 Engineering, Austin Ayers, Gus Bellenger, Lamont Larkins-Director of Public Works, Kevin Meckley-Streets and Parks Superintendent, Joe Thomas, Steve Vosberg and Lori Phelan-Clerk/Treasurer.

### **CONFIRMATION OF OPEN WORKSHOP**

Phelan confirmed this was a properly noticed meeting posted on September 8, 2025 at the Ridgeway Community Center and the Village website, with notification sent via email/text to subscribers.

### **AGENDA**

1. Communication from Jewell Associates
2. Walk through of project area

The group began at HHH and Cardinal Way and walked the project area which goes to Level Street. Discussed the driving lane widths. Went over curb and gutter replacements and additions. Reviewed sidewalks to be replaced and/or added. Also where crosswalks would potentially be placed. Discussed the triangles across Old Main St. and Farwell St. being removed.

When the County Highway Department Engineer, Jewell Associates, has their plans and specs the Village Engineers, Delta 3, will be able to begin more of their plans for the Village part of the project.

Next meeting date to be determined.

### **ADJOURNMENT**

Adjourned at 5:30pm.

THE VILLAGE OF



# RIDGEWAY

## PUBLIC WORKS, SAFETY, AND HEALTH COMMITTEE MEETING MINUTES

September 16, 2025 at 6:30 PM

Ridgeway Community Center - Room 101/102 208 Jarvis Street, Ridgeway, WI 53582

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### CALL TO ORDER AND ROLL CALL

Meeting called to order by Chair Niehaus at 6:30 pm.

PRESENT: Chair Cynthia Niehaus, Trustee Julene Garner, Trustee Ruth Nevins, Michael Gorham-Marshall and Lori Phelan-Clerk/Treasurer.

Also present: Todd Parkos-Village of Ridgeway Building Inspector, Joe Thomas-Assistant Fire Chief.

### CONFIRMATION OF OPEN MEETING

Phelan confirmed this was a properly noticed meeting posted on September 15, 2025 at the Ridgeway Community Center and the Village website, with notification sent via email/text to subscribers.

### AGENDA

1. Adoption of agenda

Motion by Garner, seconded by Nevins to approve the agenda as presented. Motion carried.

### NEW BUSINESS

2. Property located at 215 Main Street

Todd Parkos, Ridgeway Building inspector and Joe Thomas, Assistant Fire Chief present for a discussion with the committee regarding the condition of the property.

Motion by **Garner**, 2nd by **Nevins** for the Public Works Department to go inspect the property to determine if they can clean up the weeds with the bobcat and brush hog. If so, it will be a charge of \$50 per man hour to the property on the taxes per Village ordinance 9.04 subsection 6. If not, obtain quotes for it to be done and bring to the board meeting. Motion carried.

### OLD BUSINESS

3. Michael Gorham Resignation

Accepted Marshal Gorham's resignation for July 2026.

4. Contract Policing

Discussion regarding contracting with Iowa County for a deputy after Marshal Gorham retires.

Motion by **Garner**, 2nd by **Nevins** to move forward with holding a Public Information Meeting on October 8, 2025 at 6:30 pm.

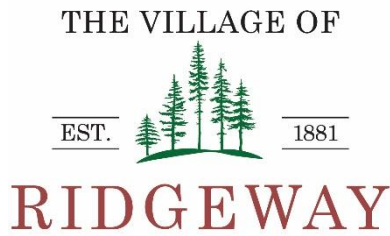
5. Camper and motorhome parking  
Tabled until next meeting.
6. Recommendations to the board of Trustees.  
None at this time.

**ADJOURNMENT**

Motion by **Nevins**, 2nd by **Garner** to adjourn at 8:57 pm. Motion carried.

*DRAFT MINUTES TO BE APPROVED AT THE NEXT REGULAR SESSION BOARD OF TRUSTEES MEETING.*

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## **FINANCE COMMITTEE BUDGET WORKSHOP MINUTES**

**September 30, 2025 at 5:00 PM**

Ridgeway Community Center - Room 101/102 208 Jarvis Street, Ridgeway, WI 53582

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### **CALL TO ORDER AND ROLL CALL**

Meeting called to order by Chair Butler at 5:04 pm.

PRESENT: Chair Bradley Butler, Trustee Ruth Nevins, Trustee Kellee Venden, Trustee Steve Vosberg, Lamont Larkins-Director of Public Works, Kevin Meckley-Streets and Parks Superintendent, Lori Phelan-Clerk/Treasurer.

Absent: Michael Gorham-Marshal.

### **CONFIRMATION OF OPEN MEETING**

Phelan confirmed this was a properly noticed meeting posted on September 29, 2025 at the Ridgeway Community Center and the Village website, with notification sent via email/text to subscribers.

### **CONSENT AGENDA**

Motion by Nevins to approve this meeting agenda, seconded by Venden. Motion carried.

1. Adoption of Agenda

### **ITEMS FOR CONSIDERATION AND ACTION**

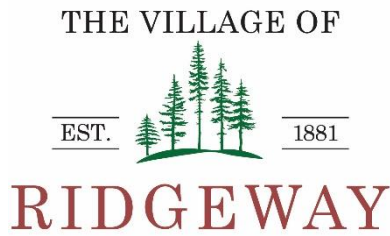
2. 2026 General Fund Budget

Discussion and planning for the 2026 General Fund budget.

### **ADJOURNMENT**

Motion by Vosberg to adjourn, seconded by Venden. Motion carried. Adjourned at 7:18 pm.

*DRAFT MINUTES TO BE APPROVED AT THE NEXT REGULAR SESSION BOARD OF TRUSTEES MEETING.*



## **FINANCE COMMITTEE BUDGET WORKSHOP MINUTES**

**October 06, 2025 at 5:00 PM**

Ridgeway Community Center - Room 101/102 208 Jarvis Street, Ridgeway, WI 53582

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### **CALL TO ORDER AND ROLL CALL**

Meeting called to order by Chair Butler at 5:11 pm.

PRESENT: Chair Bradley Butler, Trustee Ruth Nevins, Trustee Kellee Venden, Trustee Steve Vosberg, Lamont Larkins-Director of Public Works and Lori Phelan-Clerk/Treasurer.

### **CONFIRMATION OF OPEN MEETING**

Phelan confirmed this was a properly noticed meeting posted on October 3, 2025 at the Ridgeway Community Center and the Village website, with notification sent via email/text to subscribers.

### **CONSENT AGENDA**

Motion by Venden to approve the agenda, seconded by Vosberg. Motion carried.

1. Adoption of Agenda

### **ITEMS FOR CONSIDERATION AND ACTION**

2. 2026 Sewer and Water Funds Budget

The Finance Committee reviewed and discussed the draft of the 2026 sewer and water fund budgets.

3. Date for next workshop

Next budget workshop to review all funds will be held on October 22, 2025 at 5:00 pm.

### **ADJOURNMENT**

Motion by Nevins to adjourn, seconded by Venden. Motion carried. Adjourned at 8:04 pm.

*DRAFT MINUTES TO BE APPROVED AT THE NEXT REGULAR SESSION BOARD OF TRUSTEES MEETING.*

10/14/2025 9:02 AM In Progress Checks - Full Report - Regular  
Accounting Checks by Payee  
1-POOLED CHECKING ACCOUNT \*\*0307

Page: 1  
ACCT

Dated From: 10/14/2025 From Account:  
Thru: 10/14/2025 Thru Account:

Voucher Nbr	Check Date	Payee	Amount
	10/14/2025	ABC Muzik	
		DJ for Boo Bash	
150-00-55500-000-000		EVENT EXPENSES	500.00
		DJ for Boo Bash	
		Total	500.00
	10/14/2025	ACP	Ⓞ
		Compost banner	
100-00-53311-735-000		STREETS - MATERIALS	119.25
		Compost banner	
		Total	119.25
	10/14/2025	AUTO VALUE	Ⓞ
		Inv#711019790 clean brush parts/duster/	
300-00-53610-000-827		OTHER SUPPLIES & EXPENSES	474.35
		Inv#711019790 clean brush parts/duster/	
300-00-53610-000-821		OPERATION EXPENSES-WWTP	17.50
		Inv#711019737 GL Magi Hydraulic	
400-00-53610-000-821		OPERATION EXPENSES	17.49
		Inv#711019737 GL Magi Hydraulic	
		Total	509.34
	10/14/2025	BADGER MARKET RIDGEWAY INC	Ⓞ
		Sept 2025	
100-00-52100-410-000		POLICE - FUEL	167.74
		Sept 2025	
100-00-53311-730-000		STREETS - FUEL	193.26
		Truck-Sept 2025	
100-00-53311-730-000		STREETS - FUEL	125.27
		Sept 2025 skidsteer/tractor/mower/UTV	
100-00-55200-730-000		PARK - FUEL	84.51
		Sept 2025 skidsteer/tractor/mower/UTV	
300-00-53610-000-822		FUEL-AUTO	0.00
		Sept 2025	
400-00-53610-000-822		FUEL-AUTO	0.00
		Sept 2025	
150-00-55200-000-450		CONCESSION STAND EXPENSE - OTH	95.95
		Sept 2025 Propane/ice	

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In Progress Checks - Full Report - Regular

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Accounting Checks by Payee

ACCT

1-POOLED CHECKING ACCOUNT \*\*0307

Dated From: 10/14/2025 From Account:  
Thru: 10/14/2025 Thru Account:

Voucher Nbr	Check Date	Payee	Amount
<b>Total</b>			666.73
	10/14/2025	BADGER METER	Ⓞ
Inv 80213178	09.30.25		
400-00-53612-000-840		BILLING & ACCOUNTING	1,366.20
Inv 80213178	09.30.25		
<b>Total</b>			1,366.20
	10/14/2025	BRUCE GARDINER APPRAISAL SERVICE, LLC	
Inv#851	09.28.25	Maint Cont Jul/Aug/Sept	
100-00-51500-210-000		ASSESSMENT OF PROPERTY	640.53
Inv#851	09.28.25	Maint Cont Jul/Aug/Sept	
<b>Total</b>			640.53
	10/14/2025	FAHERTY, INC.	
INV 416923	Aug 2025		
100-00-53635-000-000		RECYCLING COLLECTION	1,693.15
INV 416923	Aug 2025		
100-00-53620-000-000		GARBAGE COLLECTION	2,637.15
INV 416923	Aug 2025		
<b>Total</b>			4,330.30
	10/14/2025	JOHNSON BLOCK & CO INC	
Acctg/Bdgt support, tax prep, TID			
100-00-51500-200-000		AUDIT/ACCOUNTING EXPENSE	950.00
Acctg/Bdgt support, tax prep, TID			
<b>Total</b>			950.00
	10/14/2025	KELBE BROTHERS EQUIPMENT	
STREET SWEEPER BRUSH	InvP10754 10.06.25		
100-00-53311-722-000		STREETS - EQUIP REPAIR/MAINT	281.45
STREET SWEEPER BRUSH	InvP10754 10.06.25		
<b>Total</b>			281.45
	10/14/2025	LORI PHELAN	
09.29.2025		Register of Deeds-Filing fee	
100-00-51980-000-000		OTHER GENERAL GOV'T	30.00
09.29.2025		Register of Deeds-Filing fee	
100-00-51980-000-000		OTHER GENERAL GOV'T	13.72
09.29.2025		Mileage to/from Reg of Deeds	

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Dated From: 10/14/2025 From Account:  
Thru: 10/14/2025 Thru Account:

Voucher Nbr	Check Date	Payee	Amount
<b>Total</b>			43.72
<hr/>			
	10/14/2025	LV LABS WW,LLC	Ⓢ
300-00-53610-000-821		OPERATION EXPENSES-WWTP INV 8698 DATED 10.09.2025	1,410.50
400-00-53710-000-682		CONTRACTED SERVICES INV 8698 DATED 10.09.2025	60.00
<b>Total</b>			1,470.50
<hr/>			
	10/14/2025	MARTELLE WATER TREATMENT Sodium Hypochlorite Bulk Inv29618	
400-00-53710-000-682		CONTRACTED SERVICES Sodium Hypochlorite Bulk Inv29618	32.80
300-00-53610-000-821		OPERATION EXPENSES-WWTP Liquid Alum Sulfate Inv29606	533.10
<b>Total</b>			565.90
<hr/>			
	10/14/2025	PUBLIC SERVICE COMMISSION OF WISCONSIN InvRA26-I-05090 Adv Assessment	
400-00-53610-000-821		OPERATION EXPENSES InvRA26-I-05090 Adv Assessment	289.36
<b>Total</b>			289.36
<hr/>			
	10/14/2025	RIDGEWAY GARDEN CLUB	Ⓢ
100-00-53311-736-000		STREETS - GARDEN CLUB Reimbursement T3 Dirtworks Inv 1096	945.00
<b>Total</b>			945.00
<hr/>			
	10/14/2025	RIDGEWAY UTILITIES 299 Hughett St.	
100-00-55200-760-000		PARK - UTILITIES 299 Hughett St.	158.40
100-00-53311-760-000		STREETS - UTILITIES 1/3 206 Kirby	31.06
300-00-53610-000-823		UTILITIES-LIFT STATIONS&SHOP 1/3 206 Kirby	31.07
400-00-53610-000-823		UTILITIES-TOWER&SHOP 1/3 206 Kirby	31.06

10/14/2025 9:02 AM

In Progress Checks - Full Report - Regular

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Accounting Checks by Payee

ACCT

1-POOLED CHECKING ACCOUNT \*\*0307

Dated From: 10/14/2025 From Account:  
Thru: 10/14/2025 Thru Account:

Voucher Nbr	Check Date	Payee	Amount
100-00-52100-760-000 208 Jarvis 10%		POLICE - UTILITIES	17.38
100-00-51600-100-000 208 Jarvis 15%		VILLAGE HALL UTILITIES	26.08
100-00-51980-760-000 208 Jarvis 75%		FACILITIES UTILIITIES	130.38
<b>Total</b>			<b>425.43</b>

10/14/2025 RINIKER, MARJ  
mileage-9.26.25 WH training/Wausau

100-00-51420-350-000 mileage-9.26.25 WH training/Wausau		CLERK TRAVEL/MILEAGE	241.22
<b>Total</b>			<b>241.22</b>

10/14/2025 RITCHIE IMPLEMENT  
Inv 87548B oil filter 09/30/25

100-00-53311-722-000 Inv 87548B oil filter 09/30/25		STREETS - EQUIP REPAIR/MAINT	30.15
<b>Total</b>			<b>30.15</b>

10/14/2025 SANGOMA US INC.  
Acct 104568, Inv 181543

300-00-53612-000-852 Acct 104568, Inv 181543		CONTRACTED SERVICES	117.25
<b>Total</b>			<b>117.25</b>

10/14/2025 STAFFORD ROSENBAUM, LLP  
INV1315243 10.07.2025

100-00-51300-000-000 INV1315243 10.07.2025		LEGAL EXPENSE	1,833.50
<b>Total</b>			<b>1,833.50</b>

10/14/2025 UNION TECHNOLOGY COOPERATIVE

300-00-53612-000-852 Inv 5310 10.3.2025 WWTP security/backup		CONTRACTED SERVICES	375.00
100-00-51420-316-000 Inv 5310 10.3.2025 Village Hall work		CLERK INFORMATION TECHNOLOGY	175.00
100-00-51420-316-000 INV 5324 dated 10.13.2025		CLERK INFORMATION TECHNOLOGY	75.00

10/14/2025

9:02 AM

In Progress Checks - Full Report - Regular

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Accounting Checks by Payee

ACCT

1-POOLED CHECKING ACCOUNT \*\*0307

Dated From: 10/14/2025

From Account:

Thru: 10/14/2025

Thru Account:

Voucher Nbr	Check Date	Payee	Amount
300-00-53612-000-852		CONTRACTED SERVICES	200.00
		INV 5324 dated 10.13.2025 SCADA	
400-00-53710-000-682		CONTRACTED SERVICES	50.00
		INV 5324 dated 10.13.2025 Water Tower	
<b>Total</b>			<b>875.00</b>
10/14/2025 USA BLUE BOOK			Ⓢ
400-00-53610-000-821		OPERATION EXPENSES	119.93
		INV00789113 08.05.25 paint/markg flag	
300-00-53610-000-821		OPERATION EXPENSES-WWTP	326.41
		INV00788504 08.05.25 filter/hach/t-probe	
400-00-53610-000-821		OPERATION EXPENSES	210.59
		INV00833907 09.19.25 markg wheel/paint	
300-00-53610-000-821		OPERATION EXPENSES-WWTP	210.58
		INV00833907 09.19.25 markg wheel/paint	
300-00-53610-000-827		OTHER SUPPLIES & EXPENSES	238.95
		INV00845582 10.2.25 Harness, D-rings	
400-00-53610-000-821		OPERATION EXPENSES	131.43
		INV00845667 10.2.25 reagent tabs, tube	
400-00-53610-000-823		UTILITIES-TOWER&SHOP	238.95
		INV00845671 10.2.25 Harness, D-rings	
<b>Total</b>			<b>1,476.84</b>
10/14/2025 WHITE ROSE FLORIST			
Funeral plant C Murphy 08.18.2025			
100-00-51420-380-000		CLERK MISCELLANEOUS	35.00
		Funeral plant C Murphy 08.18.2025	
<b>Total</b>			<b>35.00</b>
10/14/2025 WISCONSIN STATE LABRATORY OF HYGIENE			
INV 822770-1 9.30.25 NO3 NonAcidified			
400-00-53610-000-821		OPERATION EXPENSES	35.00
		INV 822770-1 9.30.25 NO3 NonAcidified	
<b>Total</b>			<b>35.00</b>
<b>Grand Total</b>			<b>17,747.67</b>

10/14/2025

9:02 AM

In Progress Checks - Full Report - Regular

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Accounting Checks by Payee

ACCT

1-POOLED CHECKING ACCOUNT \*\*0307

Dated From: 10/14/2025

From Account:

Thru: 10/14/2025

Thru Account:

Amount

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Total Expenditure from Fund # 100 - GENERAL FUND	10,634.20
Total Expenditure from Fund # 150 - PUBLIC PROPERTY AND EVENTS	595.95
Total Expenditure from Fund # 300 - SEWER FUND	3,934.71
Total Expenditure from Fund # 400 - WATER FUND	2,582.81
Total Expenditure from all Funds	17,747.67

10/10/2025

11:07 AM

Reprint Check Register - Full Report - Manual

Page: 1  
ACCT

1-POOLED CHECKING ACCOUNT \*\*0307

Accounting Checks

Posted From: 9/01/2025 From Account:  
Thru: 9/30/2025 Thru Account:

Check Nbr	Check Date	Payee	Amount
ACH	9/04/2025	ALLIANT ENERGY	
3116712833	Dog Park	Manual Check	
150-00-58500-000-200		DOG PARK EXPENSE	17.59
3116712833	Dog Park		
		Total	17.59
ACH	9/02/2025	FIRSTNET - AT&T MOBILITY	
		Manual Check	
300-00-53612-000-852		CONTRACTED SERVICES	16.00
		Mobile Internet - sewer 07/08-08/07/2025	
400-00-53710-000-682		CONTRACTED SERVICES	15.99
		Mobile Internet - water 08/08-08/07/2025	
		Total	31.99
ACH	9/02/2025	FIRSTNET - AT&T MOBILITY	
		Manual Check	
100-00-51420-325-000		CLERK TELEPHONE	85.72
		Clerk and Admin cell	
100-00-52100-325-000		POLICE - TELEPHONE	88.87
		Police Phone & Hotspot Service	
300-00-53610-000-823		UTILITIES-LIFT STATIONS&SHOP	28.57
		DPW - sewer cell	
400-00-53610-000-823		UTILITIES-TOWER&SHOP	28.57
		DPW - water cell	
100-00-53311-750-000		STREETS - TELEPHONE/CELL	47.62
		Streets cell	
		Total	279.35
ACH	9/09/2025	FRONTIER COMMUNICATIONS	
		Manual Check	
300-00-53610-000-821		OPERATION EXPENSES-WWTP	130.14
		WWTP phone line	
		Total	130.14
ACH	9/03/2025	PRINCIPAL LIFE INSURANCE COMPANY	
		Manual Check	
100-00-51420-125-000		CLERK EMPLOYEE BENEFITS	64.75
		Lori P	
100-00-55300-125-000		ADMIN SERVICE SPEC BENEFITS	28.73
		Marj R	

10/10/2025

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1-POOLED CHECKING ACCOUNT \*\*0307

Accounting Checks

Posted From: 9/01/2025 From Account:  
Thru: 9/30/2025 Thru Account:

Check Nbr	Check Date	Payee	Amount
400-00-53710-000-686		EMPLOYEE BENEFITS	43.93
		Lamont, Kevin, Lori, Marj,	
300-00-53612-000-854		EMPLOYEE BENEFITS	117.91
		Lamont, Kevin, Lori, Marj	
100-00-53311-125-000		STREETS - EMPLOYEE BENEFITS	53.59
		Kevin	
100-00-55200-125-000		PARK - EMPLOYEE BENEFITS	33.04
		Marj, Kevin	
100-00-52100-125-000		POLICE - EMPLOYEE BENEFITS	80.71
		Michael G	
<b>Total</b>			<b>422.66</b>
ACH	9/08/2025	US CELLULAR	
Inv 074899056	8.16.25		Manual Check
300-00-53610-000-823		UTILITIES-LIFT STATIONS&SHOP	25.12
		Inv 074899056 8.16.25	
<b>Total</b>			<b>25.12</b>
ACH	9/15/2025	ALLIANT ENERGY	
9583420000			Manual Check
100-00-55200-765-000		PARK - LIGHTS	156.12
		9583420000	
300-00-53610-000-823		UTILITIES-LIFT STATIONS&SHOP	80.13
		4426910000, 8598850000	
300-00-53610-000-821		OPERATION EXPENSES-WWTP	2,181.70
		772465000	
400-00-53700-000-620		ELECTRIC FOR WELL PUMPING	644.86
		6728200000, 8812110000	
400-00-53610-000-823		UTILITIES-TOWER&SHOP	39.94
		3807720000	
100-00-53311-760-000		STREETS - UTILITIES	121.17
		0487210000, 0399650000	
100-00-51980-760-000		FACILITIES UTILIITIES	695.94
		1972296511	
100-00-51600-100-000		VILLAGE HALL UTILITIES	50.31
		1972296511	
100-00-52100-760-000		POLICE - UTILITIES	92.23
		1972296511	

1-POOLED CHECKING ACCOUNT \*\*0307 Accounting Checks

Posted From: 9/01/2025 From Account:  
Thru: 9/30/2025 Thru Account:

Check Nbr	Check Date	Payee	Amount
<b>Total</b>			4,062.40

ACH 9/10/2025 MHTC  
Two office phone lines Manual Check

100-00-51420-325-000		CLERK TELEPHONE	69.94
Two office phone lines			

100-00-51600-100-000		VILLAGE HALL UTILITIES	54.99
Internet/Wifi			

100-00-51980-760-000		FACILITIES UTILIITIES	54.99
Internet/Wifi			

300-00-53610-000-823		UTILITIES-LIFT STATIONS&SHOP	20.00
High speed wireless			

400-00-53610-000-823		UTILITIES-TOWER&SHOP	20.00
High speed wireless			

100-00-53311-760-000		STREETS - UTILITIES	20.00
High speed wireless			

400-00-46452-000-421		ANTENNA & GENERATOR RENT	-123.98
Credit applied on invoice			

Total 115.94

ACH 9/05/2025 GOOGLE CLOUD  
DNS usage billing Manual Check

100-00-51420-316-000		CLERK INFORMATION TECHNOLOGY	0.27
DNS usage billing			

Total 0.27

ACH 9/04/2025 TERMINIX-WIL-KIL  
INV 82794075 Aug 2025 Manual Check

300-00-53612-000-852		CONTRACTED SERVICES	105.10
INV 82794075 Aug 2025			

Total 105.10

ACH 9/16/2025 ASCENTIS CORPORATION  
Aug 2025 Inv SI-187767 Manual Check

100-00-51500-240-000		SOFTWARE SUBSCRIPTIONS & FEES	37.70
Aug 2025 Inv SI-187767			

Total 37.70

ACH 9/10/2025 INTERNAL REVENUE SERVICE  
SS Tax Manual Check

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1-POOLED CHECKING ACCOUNT \*\*0307

Accounting Checks

Posted From: 9/01/2025 From Account:  
Thru: 9/30/2025 Thru Account:

Check Nbr	Check Date	Payee	Amount
100-00-21511-000-000		941 TAXES PAYABLE	1,417.28
		SS Tax	
100-00-21511-000-000		941 TAXES PAYABLE	331.48
		Medicare	
100-00-21511-000-000		941 TAXES PAYABLE	1,212.52
		Fed Tax Withholding	
<b>Total</b>			<b>2,961.28</b>

ACH 9/05/2025 FARMERS SAVINGS BANK  
Regular pymt principle xx890

Manual Check

340-00-58100-000-000		PRINCIPAL ON LT DEBT GF	2,389.77
		Regular pymt principle xx890	
340-00-58290-000-000		INTEREST & FISCAL CHARGES GF	665.35
		Regular pymt interest xx890	
<b>Total</b>			<b>3,055.12</b>

ACH 9/08/2025 MADISON GAS & ELECTRIC CO.  
206 Kirby St.

Manual Check

300-00-53610-000-823		UTILITIES-LIFT STATIONS&SHOP	4.93
		206 Kirby St.	
400-00-53610-000-823		UTILITIES-TOWER&SHOP	4.93
		206 Kirby St.	
100-00-53311-760-000		STREETS - UTILITIES	9.87
		206 Kirby St.	
100-00-51600-100-000		VILLAGE HALL UTILITIES	2.54
		208 Jarvis St	
100-00-51980-760-000		FACILITIES UTILIITIES	35.16
		208 Jarvis St	
100-00-52100-760-000		POLICE - UTILITIES	4.66
		208 Jarvis St	
<b>Total</b>			<b>62.09</b>

ACH 9/17/2025 ALLIANT ENERGY  
street lights

Manual Check

100-00-53420-000-000		STREET (HWY) LIGHTING	1,042.00
		street lights	
<b>Total</b>			<b>1,042.00</b>

ACH 9/19/2025 WISCONSIN ETF-INSURANCE  
MGorham

Manual Check

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1-POOLED CHECKING ACCOUNT \*\*0307

Accounting Checks

Posted From: 9/01/2025 From Account:  
Thru: 9/30/2025 Thru Account:

Check Nbr	Check Date	Payee	Amount
100-00-21530-000-000		HEALTH & DENTAL INS PAYABLE	2,696.78
		MGorham	
100-00-21530-000-000		HEALTH & DENTAL INS PAYABLE	2,696.78
		M Riniker	
100-00-21530-000-000		HEALTH & DENTAL INS PAYABLE	1,095.62
		LPhelan	
100-00-21530-000-000		HEALTH & DENTAL INS PAYABLE	3,840.54
		LLarkins-Aug, Sept, Oct 2025	
		<b>Total</b>	<b>10,329.72</b>

ACH 9/17/2025 PRINCIPAL LIFE INSURANCE COMPANY  
reverse-incorrect amount

Manual Check

100-00-51420-125-000		CLERK EMPLOYEE BENEFITS	-64.75
		Lori P	
100-00-55300-125-000		ADMIN SERVICE SPEC BENEFITS	-28.73
		Marj R	
400-00-53710-000-686		EMPLOYEE BENEFITS	-43.93
		Lamont, Kevin, Lori, Marj,	
300-00-53612-000-854		EMPLOYEE BENEFITS	-117.91
		Lamont, Kevin, Lori, Marj	
100-00-53311-125-000		STREETS - EMPLOYEE BENEFITS	-53.59
		Kevin	
100-00-55200-125-000		PARK - EMPLOYEE BENEFITS	-33.04
		Marj, Kevin	
100-00-52100-125-000		POLICE - EMPLOYEE BENEFITS	-80.71
		Michael G	
		<b>Total</b>	<b>-422.66</b>

ACH 9/17/2025 PRINCIPAL LIFE INSURANCE COMPANY  
Corrected entry

Manual Check

100-00-51420-125-000		CLERK EMPLOYEE BENEFITS	64.75
		Lori P	
100-00-55300-125-000		ADMIN SERVICE SPEC BENEFITS	28.73
		Marj R	
400-00-53710-000-686		EMPLOYEE BENEFITS	43.93
		Lamont, Kevin, Lori, Marj,	
300-00-53612-000-854		EMPLOYEE BENEFITS	117.90
		Lamont, Kevin, Lori, Marj	

1-POOLED CHECKING ACCOUNT \*\*0307 Accounting Checks

Posted From: 9/01/2025 From Account:  
Thru: 9/30/2025 Thru Account:

Check Nbr	Check Date	Payee	Amount
100-00-53311-125-000		STREETS - EMPLOYEE BENEFITS	53.59
		Kevin	
100-00-55200-125-000		PARK - EMPLOYEE BENEFITS	33.04
		Marj, Kevin	
100-00-52100-125-000		POLICE - EMPLOYEE BENEFITS	80.71
		Michael G	
Total			422.65

ACH 9/24/2025 INTERNAL REVENUE SERVICE  
Sept 2025 Payroll Taxes Manual Check

100-00-21511-000-000		941 TAXES PAYABLE	1,479.84
		SS Tax	
100-00-21511-000-000		941 TAXES PAYABLE	346.08
		Medicare	
100-00-21511-000-000		941 TAXES PAYABLE	1,313.18
		Fed Tax Withholding	
Total			3,139.10

ACH 9/24/2025 WISCONSIN DEPT. OF REVENUE  
Sept 2025 Payroll Tax Manual Check

100-00-21513-000-000		STATE W/H TAXES PAYABLE	916.02
		Sept 2025 Payroll Tax	
Total			916.02

ACH 9/24/2025 WISCONSIN EMPLOYEE TRUST FUNDS  
Sept 2025 Manual Check

100-00-21520-000-000		RETIREMENT PAYABLE	1,201.40
		MGorham	
100-00-21520-000-000		RETIREMENT PAYABLE	859.30
		L Larkins	
100-00-21520-000-000		RETIREMENT PAYABLE	607.58
		K Meckley	
100-00-21520-000-000		RETIREMENT PAYABLE	566.56
		LPhelan	
100-00-21520-000-000		RETIREMENT PAYABLE	448.76
		M Riniker	
Total			3,683.60

ACH 9/30/2025 FARMERS SAVINGS BANK  
Sept ACH Fees Manual Check

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1-POOLED CHECKING ACCOUNT \*\*0307

Accounting Checks

Posted From: 9/01/2025 From Account:  
Thru: 9/30/2025 Thru Account:

Check Nbr	Check Date	Payee	Amount
100-00-51500-220-000		BANK & PAYROLL PROCESSING FEES	30.00
		Sept ACH Fees	
Total			30.00
	ACH 9/24/2025	FARMERS SAVINGS BANK	
		Returned ck Fee	
			Manual Check
100-00-51500-220-000		BANK & PAYROLL PROCESSING FEES	5.00
		Returned ck Fee	
Total			5.00
Grand Total			30,452.18

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1-POOLED CHECKING ACCOUNT \*\*0307

Accounting Checks

Posted From: 9/01/2025 From Account:  
Thru: 9/30/2025 Thru Account:

	Amount
<hr/>	
Total Expenditure from Fund # 100 - GENERAL FUND	23,995.64
Total Expenditure from Fund # 150 - PUBLIC PROPERTY AND EVENTS	17.59
Total Expenditure from Fund # 300 - SEWER FUND	2,709.59
Total Expenditure from Fund # 340 - DEBT SERVICE FUND	3,055.12
Total Expenditure from Fund # 400 - WATER FUND	674.24
Total Expenditure from all Funds	30,452.18

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CHASE VISA CARD

Accounting Checks

Posted From: 9/01/2025 From Account:  
Thru: 9/30/2025 Thru Account:

Check Nbr	Check Date	Payee	Amount
ONLINE	8/04/2025	WMCA-WISCONSIN MUNICIPAL CLERKS ASSOCIATION	
		New clerks training	
			Manual Check
100-00-51420-330-000		CLERK TRAINING	190.00
		New clerks training	
			Total
			190.00
ONLINE	9/15/2025	AMAZON	
		Corrected Entry	
			Manual Check
300-00-53612-000-851		OFFICE SUPPLIES	61.20
		057 toner for plant	
400-00-53710-000-681		OFFICE SUPPLIES	61.19
		057 toner for plant	
			Total
			122.39
ONLINE	9/11/2025	AMAZON	
		Corrected Entry	
			Manual Check
150-00-55190-000-000		COMMUNITY CENTER OPERATIONS	356.68
		?HVAC AC filters for Comm Ctr	
			Total
			356.68
ONLINE	9/11/2025	AMAZON	
		Corrected Entry	
			Manual Check
400-00-53700-000-650		REPAIRS & MAINTENANCE	45.96
		12V battery	
			Total
			45.96
ONLINE	9/03/2025	AMAZON	
		Corrected Entry	
			Manual Check
100-00-51420-310-000		CLERK OFFICE SUPPLIES	216.00
		Canon 067 Blk toner Hi Cap (qty 2)	
300-00-53610-000-827		OTHER SUPPLIES & EXPENSES	21.28
		notebooks/file trays for LL	
			Total
			237.28
ONLINE	9/13/2025	FACEBOOK/META	
		Corrected Entry	
			Manual Check
150-00-55500-100-000		EVENT MARKETING	13.58
		home talent boost	
150-00-59000-000-000		FARMER'S MARKET EXPENSE	38.22
		Farmers Market boost	

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ACCT

CHASE VISA CARD

Accounting Checks

Posted From: 9/01/2025 From Account:  
Thru: 9/30/2025 Thru Account:

Check Nbr	Check Date	Payee	Amount
<b>Total</b>			51.80
ONLINE	9/04/2025	FACEBOOK/META	
Corrected Entry		Manual Check	
150-00-55500-100-000		EVENT MARKETING	73.00
		Alumni game boost	
<b>Total</b>			73.00
In Store	9/03/2025	FARM & FLEET	
Corrected Entry		Manual Check	
100-00-53311-745-000		STREETS - SUPPLIES. OFC & GEN	81.89
		CLR, motor oil, paint	
<b>Total</b>			81.89
In Store	9/11/2025	RIDGEWAY POST OFFICE	
Corrected Entry		Manual Check	
100-00-51420-310-000		CLERK OFFICE SUPPLIES	130.00
		1/3 POSTAGE FOR UTILITY BILLS	
300-00-53612-000-840		BILLING & ACCOUNTING	130.00
		1/3 POSTAGE FOR UTILITY BILLS	
400-00-53612-000-840		BILLING & ACCOUNTING	130.00
		1/3 POSTAGE FOR UTILITY BILLS	
<b>Total</b>			390.00
REVERSAL	8/04/2025	WMCA-WISCONSIN MUNICIPAL CLERKS ASSOCIATION	
New clerks training		Manual Check	
100-00-51420-330-000		CLERK TRAINING	-190.00
		New clerks training	
<b>Total</b>			-190.00
<b>Grand Total</b>			1,359.00

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CHASE VISA CARD

Accounting Checks

Posted From: 9/01/2025 From Account:  
Thru: 9/30/2025 Thru Account:

	Amount
<hr/>	
Total Expenditure from Fund # 100 - GENERAL FUND	427.89
Total Expenditure from Fund # 150 - PUBLIC PROPERTY AND EVENTS	481.48
Total Expenditure from Fund # 300 - SEWER FUND	212.48
Total Expenditure from Fund # 400 - WATER FUND	237.15
Total Expenditure from all Funds	1,359.00

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ACCT

COSTCO CITIBANK VISA

Accounting Checks

Posted From: 9/01/2025 From Account:  
Thru: 9/30/2025 Thru Account:

Check Nbr	Check Date	Payee		Amount
ONLINE	9/04/2025	UW GREEN BAY		
		MTAW Virtual Fall Conference	Manual Check	
100-00-51420-330-000		CLERK TRAINING		99.00
		MTAW Virtual Fall Conference		
			Total	99.00
ONSITE	9/26/2025	WYNDHAM HOTELS		
		9/25-26/25 stay in Wausau-Workhorse Conf	Manual Check	
100-00-51420-350-000		CLERK TRAVEL/MILEAGE		94.50
		9/25-26/25 stay in Wausau-Workhorse Conf		
			Total	94.50
IN STORE	9/06/2025	WAL-MART		
		Cutlery, condiments	Manual Check	
150-00-55200-000-400		CONCESSION STAND INVENTORY EXP		80.03
		Cutlery, condiments		
			Total	80.03
			Grand Total	273.53

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ACCT

COSTCO CITIBANK VISA

Accounting Checks

Posted From: 9/01/2025 From Account:  
Thru: 9/30/2025 Thru Account:

Amount

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Total Expenditure from Fund # 100 - GENERAL FUND	193.50
Total Expenditure from Fund # 150 - PUBLIC PROPERTY AND EVENTS	80.03
Total Expenditure from all Funds	273.53

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Treasurer's Report  
1-POOLED CHECKING ACCOUNT \*\*0307  
9/01/2025 Thru: 9/30/2025

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ACCT

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8/31/2025 Balance: 296,102.61

Checks: -66,632.52

Receipts: 187,986.86

Other Cash Transactions: 0.00

9/30/2025 Balance: 417,456.95

10/01/2025 2:44 PM

Treasurer's Report  
1-POOLED CHECKING ACCOUNT \*\*0307  
9/01/2025 Thru: 9/30/2025

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ACCT

Post Date	Type	Trans ID	Description	Amount
9/01/2025	JE	GEN-2181	Entry to record Sept 2025 hydrant rental	-6,015.00
9/01/2025	JE	WAT-1539	Entry to record WF Sept 2025 monthly entries	6,015.00
				-----
Others Cash Transactions:				0.00

10/02/2025 12:37 PM

Treasurer's Report  
2-GENERAL FUND MM \*\*0753  
9/01/2025 Thru: 9/30/2025

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8/31/2025 Balance:	835,862.07
Checks:	0.00
Receipts:	2,879.95
Other Cash Transactions:	0.00
9/30/2025 Balance:	838,742.02

10/02/2025 12:37 PM

Treasurer's Report  
4-SEWER DNR EQUIP REPLACEMENT FUND \*\*1692  
9/01/2025 Thru: 9/30/2025

Page: 1  
ACCT

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8/31/2025 Balance: 94,069.88

Checks: 0.00

Receipts: 324.12

Other Cash Transactions: 0.00

9/30/2025 Balance: 94,394.00

10/02/2025 12:37 PM

Treasurer's Report  
5-WATER MM ACCOUNT \*\*1801  
9/01/2025 Thru: 9/30/2025

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ACCT

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8/31/2025 Balance: 88,473.49

Checks: 0.00

Receipts: 115.57

Other Cash Transactions: 0.00

9/30/2025 Balance: 88,589.06

10/02/2025 12:38 PM

Treasurer's Report  
7-Comm Dev BG GRANT \*\*0767  
9/01/2025 Thru: 9/30/2025

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ACCT

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8/31/2025 Balance: 0.00

Checks: 0.00

Receipts: 0.00

Other Cash Transactions: 0.00

9/30/2025 Balance: 0.00

10/02/2025 12:38 PM

Treasurer's Report  
8-CDBG MATCHING FUNDS \*\*0783  
9/01/2025 Thru: 9/30/2025

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ACCT

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8/31/2025 Balance: 0.00

Checks: 0.00

Receipts: 0.00

Other Cash Transactions: 0.00

9/30/2025 Balance: 0.00

10/02/2025 12:38 PM

Treasurer's Report  
9-RD SEW REPL FUND \*\*0804  
9/01/2025 Thru: 9/30/2025

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ACCT

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8/31/2025 Balance: 45,233.82

Checks: 0.00

Receipts: 29.74

Other Cash Transactions: 0.00

9/30/2025 Balance: 45,263.56

10/02/2025 12:39 PM

Treasurer's Report  
99-HOLIDAY HELPER\*\*1815  
9/01/2025 Thru: 9/30/2025

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ACCT

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8/31/2025 Balance: 24,818.87

Checks: 0.00

Receipts: 0.00

Other Cash Transactions: 0.00

9/30/2025 Balance: 24,818.87

10/02/2025 12:39 PM

Treasurer's Report  
999-2018 SDWL DEBT SVC \*\*1807  
9/01/2025 Thru: 9/30/2025

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ACCT

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8/31/2025 Balance: 39,095.04

Checks: 0.00

Receipts: 51.07

Other Cash Transactions: 0.00

9/30/2025 Balance: 39,146.11

10/02/2025 12:39 PM

Treasurer's Report  
All Banks  
9/01/2025 Thru: 9/30/2025

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ACCT

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8/31/2025 Balance: 1,425,014.78

Checks: -67,991.52

Receipts: 191,387.31

Other Cash Transactions: 0.00

9/30/2025 Balance: 1,548,410.57

10/02/2025 12:39 PM

Treasurer's Report  
All Banks

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ACCT

9/01/2025 Thru: 9/30/2025

Post Date	Type	Trans ID	Description	Amount
9/01/2025	JE	GEN-2181	Entry to record Sept 2025 hydrant rental	-6,015.00
9/01/2025	JE	WAT-1539	Entry to record WF Sept 2025 monthly entries	6,015.00
				-----
			Others Cash Transactions:	0.00

Unposted Included

Fund: 100 - GENERAL FUND

	2024 Actual 12/31/2024	2025 Actual 10/10/2025	2025 Budget	Budget Status	% of Budget
<b>TAXES</b>	288,507.00	311,709.00	334,398.00	-22,689.00	93.21
<b>SPECIAL ASSESSMENTS</b>	1,291.06	341.04	332.00	9.04	102.72
<b>INTERGOVERNMENTAL REVENUES</b>	267,370.93	155,969.03	267,426.00	-111,456.97	58.32
<b>LICENSES AND PERMITS</b>	7,448.54	5,658.00	5,020.00	638.00	112.71
<b>FINES, FORFEITS AND PENALTIES</b>	8,245.05	7,081.92	1,150.00	5,931.92	615.82
<b>PUBLIC CHARGES FOR SERVICES</b>	50,821.39	38,868.42	52,492.00	-13,623.58	74.05
<b>MISCELLANEOUS REVENUES</b>	87,123.89	178,774.28	72,538.00	106,236.28	246.46
<b>PROCEEDS</b>	0.00	0.00	3,729.00	-3,729.00	0.00
=====					
<b>Total Revenues</b>	<b>710,807.86</b>	<b>698,401.69</b>	<b>737,085.00</b>	<b>-38,683.31</b>	<b>94.75</b>
=====					

Unposted Included

Fund: 100 - GENERAL FUND

	2024 Actual 12/31/2024	2025 Actual 10/10/2025	2025 Budget	Budget Status	% of Budget
GENERAL GOVERNMENT	232,615.80	266,172.99	176,480.00	-89,692.99	150.82
PUBLIC SAFETY	313,590.43	274,238.09	283,314.00	9,075.91	96.80
PUBLIC WORKS	141,116.44	108,469.65	174,394.00	65,924.35	62.20
HEALTH AND HUMAN SERVICES	1,100.00	500.00	500.00	0.00	100.00
CULTURE, RECREATION AND EDU.	30,681.44	73,078.08	102,397.00	29,318.92	71.37
CAPITAL OUTLAY	18,073.50	0.00	0.00	0.00	0.00
OTHER FINANCING USES	398,516.58	0.00	0.00	0.00	0.00
=====					
<b>Total Expenses</b>	<b>1,135,694.19</b>	<b>722,458.81</b>	<b>737,085.00</b>	<b>14,626.19</b>	<b>98.02</b>
=====					
<b>Net Totals</b>	<b>-424,886.33</b>	<b>-24,057.12</b>	<b>0.00</b>	<b>24,057.12</b>	

Unposted Included

Fund: 150 - PUBLIC PROPERTY AND EVENTS

	2024 Actual 12/31/2024	2025 Actual 10/10/2025	2025 Budget	Budget Status	% of Budget
<b>TAXES</b>	9,165.90	12,570.00	9,000.00	3,570.00	139.67
<b>LICENSES AND PERMITS</b>	25.00	0.00	0.00	0.00	0.00
<b>MISCELLANEOUS REVENUES</b>	121,421.87	81,473.50	85,950.00	-4,476.50	94.79
<b>PROCEEDS</b>	4,946.00	4,977.79	1,000.00	3,977.79	497.78
<b>Total Revenues</b>	135,558.77	99,021.29	95,950.00	3,071.29	103.20

Unposted Included

Fund: 150 - PUBLIC PROPERTY AND EVENTS

	2024 Actual 12/31/2024	2025 Actual 10/10/2025	2025 Budget	Budget Status	% of Budget
CULTURE, RECREATION AND EDU.	29,055.97	44,719.41	42,900.00	-1,819.41	104.24
CAPITAL OUTLAY	21,159.22	646.28	0.00	-646.28	0.00
DEBT SERVICE	4,222.12	424.41	0.00	-424.41	0.00
OTHER FINANCING USES	4,092.48	3,164.79	1,800.00	-1,364.79	175.82
=====					
<b>Total Expenses</b>	<b>58,529.79</b>	<b>48,954.89</b>	<b>44,700.00</b>	<b>-4,254.89</b>	<b>109.52</b>
=====					
<b>Net Totals</b>	<b>77,028.98</b>	<b>50,066.40</b>	<b>51,250.00</b>	<b>1,183.60</b>	<b>97.69</b>

Unposted Included

Fund: 400 - WATER FUND

	2024 Actual 12/31/2024	2025 Actual 10/10/2025	2025 Budget	Budget Status	% of Budget
<b>PUBLIC CHARGES FOR SERVICES</b>	271,847.21	230,614.61	283,515.00	-52,900.39	81.34
<b>MISCELLANEOUS REVENUES</b>	2,562.62	1,280.43	5,844.00	-4,563.57	21.91
<b>Total Revenues</b>	274,409.83	231,895.04	289,359.00	-57,463.96	80.14

Budget Comparison - Summary

Unposted Included

Fund: 400 - WATER FUND

	2024 Actual 12/31/2024	2025 Actual 10/10/2025	2025 Budget	Budget Status	% of Budget
<b>PUBLIC WORKS</b>	229,868.73	207,144.21	231,796.42	24,652.21	89.36
<b>CAPITAL OUTLAY</b>	0.00	0.00	30,000.00	30,000.00	0.00
<b>DEBT SERVICE</b>	20,137.89	75,620.46	89,482.00	13,861.54	84.51
=====					
<b>Total Expenses</b>	250,006.62	282,764.67	351,278.42	68,513.75	80.50
=====					
<b>Net Totals</b>	24,403.21	-50,869.63	-61,919.42	-11,049.79	82.15

Unposted Included

Fund: 300 - SEWER FUND

	2024 Actual 12/31/2024	2025 Actual 10/10/2025	2025 Budget	Budget Status	% of Budget
<b>PUBLIC CHARGES FOR SERVICES</b>	289,760.27	210,802.42	276,497.85	-65,695.43	76.24
<b>MISCELLANEOUS REVENUES</b>	4,051.57	3,259.65	3,500.00	-240.35	93.13
<b>Total Revenues</b>	293,811.84	214,062.07	279,997.85	-65,935.78	76.45

Budget Comparison - Summary

Unposted Included

Fund: 300 - SEWER FUND

	2024 Actual 12/31/2024	2025 Actual 10/10/2025	2025 Budget	Budget Status	% of Budget
<b>PUBLIC WORKS</b>	332,888.40	319,834.42	358,631.20	38,796.78	89.18
<b>CAPITAL OUTLAY</b>	0.00	0.00	17,500.00	17,500.00	0.00
<b>DEBT SERVICE</b>	38,907.84	62,518.46	80,562.00	18,043.54	77.60
=====					
<b>Total Expenses</b>	371,796.24	382,352.88	456,693.20	74,340.32	83.72
=====					
<b>Net Totals</b>	-77,984.40	-168,290.81	-176,695.35	-8,404.54	95.24

**Summary Report.TA - LPHELAN-09/01/2016**

Primary Sort By: LOC(G1);DEPT(G2);Employee

09/01/2025 - 09/14/2025 [14 days]

Employee	Police Wages	Reg Hours	Police (off Site Punch) Reg Hours	Adjust Hours	Holidays Hours	Police Float Ho Hours	Vacation Hours	Police Sick Hours	Police Grant Hours	Reg Hours	Total Hrs
<b>LOC: 1 [Village of Ridgeway]</b>											
<b>DEPT: PD [Police]</b>											
GORHAM, MICHAEL [PD011]		51.50		0.50	8.00		8.00	12.00		8.00	88.00
<b>PD [Police] Total:</b>		51.50	0.00	0.50	8.00	0.00	8.00	12.00		8.00	88.00
<b>Head Count:</b>											<b>1</b>
<b>1 [Village of Ridgeway] Total:</b>		51.50	0.00	0.50	8.00	0.00	8.00	12.00		8.00	88.00
<b>Head Count:</b>											<b>1</b>
<b>Grand Total:</b>		51.50	0.00	0.50	8.00	0.00	8.00	12.00		8.00	88.00
<b>Head Count:</b>											<b>1</b>

**END OF REPORT**

**Summary Report.TA - LPHELAN-09/01/2016**

**Employee Timecard - LPHELAN-07/27/2015**

Item 5.

Report Date: 09/09/2025

09/01/2025 - 09/07/2025 [7 days]

Report Time: 10:00:11 AM

<b>PD011 [GORHAM, MICHAEL]</b>					
Employee ID	PD011	DEPT(G2)	PD	Pay Policy	203
Pay Type	1	Last Name	GORHAM	First Name	MICHAEL

Time Card						
Date	Paycode	IN	OUT	Reg Hrs	OT Hrs	Daily Total
09/01/2025 Mon	202 [POH]			8.0000000		8.00
09/02/2025 Tue	201 [POW]	05:30PM*	07:30PM*	2.0000000		2.00
09/03/2025 Wed	203 [POS]			8.0000000		8.00
09/04/2025 Thu	201 [POW]	03:47PM	11:30PM	7.7500000		7.75
09/05/2025 Fri	204 [POV]			8.0000000		8.00
09/06/2025 Sat	201 [POW]	07:14PM	12:02AM*	4.7500000		4.75

Summary - PD011 [GORHAM, MICHAEL]									
Paycode	N/A	Reg Hrs	OT1 - OT-2	Total Hrs	Accrual				
					Prior Bal	Adjust	Used	Earned	Available
2 [VACA]					36.75			8.00	28.75
3 [SICK]					109.00	4.00		8.00	105.00
6 [FH]									
201 [POW]	1[UNUSED]	14.50		14.50					
202 [POH]	1[UNUSED]	8.00		8.00					
203 [POS]	1[UNUSED]	8.00		8.00					
204 [POV]	1[UNUSED]	8.00		8.00					
<b>TOTALS</b>		<b>38.50</b>		<b>38.50</b>	<b>145.75</b>	<b>4.00</b>		<b>16.00</b>	<b>133.75</b>

I CERTIFY THE ABOVE INFORMATION TO BE CORRECT

X  Employee Signature

X \_\_\_\_\_ Supervisor Signature

### Employee Timecard - LPHELAN-07/27/2015

Item 5.

Report Date: 09/15/2025

09/08/2025 - 09/14/2025 [7 days]

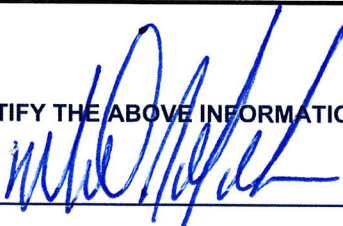
Report Time: 9:06:15 AM

<b>PD011 [GORHAM, MICHAEL]</b>					
Employee ID	PD011	DEPT(G2)	PD	Pay Policy	203
Pay Type	1	Last Name	GORHAM	First Name	MICHAEL

Time Card						
Date	Paycode	IN	OUT	Reg Hrs	OT Hrs	Daily Total
09/08/2025 Mon	201 [POW]	03:10PM*	11:05PM*	7.7500000		7.75
09/09/2025 Tue	201 [POW]	03:40PM*	10:55PM*	7.2500000		7.25
09/10/2025 Wed	206 [POG]	10:00AM*	06:00PM*	8.0000000		
	201 [POW]	06:00PM*	08:10PM*	2.2500000		10.25
09/12/2025 Fri	203 [POS]			4.0000000		
	201 [POW]	08:30PM	12:20AM	3.7500000		7.75
09/13/2025 Sat	201 [POW]	03:25PM	11:11PM	7.7500000		7.75
09/14/2025 Sun	201 [POW]	10:59AM	07:08PM	8.2500000		
	208 [PADJ]			0.5000000		8.75

Summary - PD011 [GORHAM, MICHAEL]									
Paycode	N/A	Reg Hrs	OT1 - OT-2	Total Hrs	Accrual				
					Prior Bal	Adjust	Used	Earned	Available
2 [VACA]									28.75
3 [SICK]					105.00		4.00		101.00
6 [FH]									
201 [POW]	1[UNUSED]	37.00		37.00					
203 [POS]	1[UNUSED]	4.00		4.00					
206 [POG]	1[UNUSED]	8.00		8.00					
208 [PADJ]	1[UNUSED]	0.50		0.50					
<b>TOTALS</b>		<b>49.50</b>		<b>49.50</b>	<b>105.00</b>		<b>4.00</b>		<b>129.75</b>

I CERTIFY THE ABOVE INFORMATION TO BE CORRECT

X   
Employee Signature

X \_\_\_\_\_  
Supervisor Signature

Work log hours for timesheet allocations per 2025 budget

9/1-7/25							9/8-14/25							Totals									
Reg	OT	Vacation	Holiday	Sick			Reg	OT	Vacation	Holiday	Sick			Reg	OT	Vacation	Holiday	Sick					
work hours		29.25	0.00	8.00	0.00	37.25	work hours		36.00	0.00	0.00	0.00	0.00	36.00	work hours		65.25	0.00	0.00	8.00	0.00	73.25	
Dept	Percent						Dept	Percent						Dept	Percent								
C/T	85.00%	24.86	0.00	0.00	6.80	0.00	C/T	85.00%	30.60	0.00	0.00	0.00	0.00	C/T	55.46	0.00	0.00	6.80	0.00	0.00	62.26		
SewerAdm	5.00%	1.46	0.00	0.00	0.40	0.00	SewerAdm	5.00%	1.80	0.00	0.00	0.00	0.00	SewerAdm	3.26	0.00	0.00	0.40	0.00	0.00	3.66		
Election Adm	5.00%	1.46	0.00	0.00	0.40	0.00	Election Adm	5.00%	1.80	0.00	0.00	0.00	0.00	Election Adm	3.26	0.00	0.00	0.40	0.00	0.00	3.66		
WaterAdm	5.00%	1.46	0.00	0.00	0.40	0.00	WaterAdm	5.00%	1.80	0.00	0.00	0.00	0.00	WaterAdm	3.26	0.00	0.00	0.40	0.00	0.00	3.66		
work hours		29.00	0.00	0.00	8.00	0.00	37.00	work hours		35.00	0.00	0.00	0.00	35.00	work hours		64	0	0	8	0	72.00	
Dept	Percent						Dept	Percent						Dept	Percent								
AdmSvs	50.00%	14.50	0.00	0.00	4.00	0.00	AdmSvs	50.00%	17.50	0.00	0.00	0.00	0.00	AdmSvs	32.00	0.00	0.00	4.00	0.00	0.00	36.00		
SewerAdm	7.50%	2.18	0.00	0.00	0.60	0.00	SewerAdm	7.50%	2.63	0.00	0.00	0.00	0.00	SewerAdm	4.80	0.00	0.00	0.60	0.00	0.00	5.40		
WaterAdm	7.50%	2.18	0.00	0.00	0.60	0.00	WaterAdm	7.50%	2.63	0.00	0.00	0.00	0.00	WaterAdm	4.80	0.00	0.00	0.60	0.00	0.00	5.40		
Park Wages	35.00%	10.15	0.00	0.00	2.80	0.00	Park Wages	35.00%	12.25	0.00	0.00	0.00	0.00	Park Wages	22.40	0.00	0.00	2.80	0.00	0.00	25.20		
work hours		19.00				19.00	work hours		22.00				22.00	work hours		41					41.00		
Dept	Percent						Dept	Percent						Dept	Percent								
Park	30.00%	5.70					Park	30.00%	6.60					Park	12.30		0.00	0.00	0.00	12.30			
Street	35.00%	6.65					Street	35.00%	7.70					Street	14.35		0.00	0.00	0.00	14.35			
FacMaint	35.00%	6.65					FacMaint	35.00%	7.70					FacMaint	14.35		0.00	0.00	0.00	14.35			
work hours		36.25	0.00	0.00	8.00	0.00	44.25	work hours		40.00	7.25	0.00	0.00	0.00	47.25	work hours		76.25	7.25			91.50	
Dept	Percent						Dept	Percent						Dept	Percent								
Streets	10.00%	3.63	0.00	0.00	0.80		Streets	10.00%	4.00	0.73	0.00	0.00	0.00	Streets	7.63	0.73	0.00	0.80	0.00	9.15			
Sewer	70.00%	25.38	0.00	0.00	5.60		Sewer	70.00%	28.00	5.08	0.00	0.00	0.00	Sewer	53.38	5.08	0.00	5.60	0.00	64.05			
Water	20.00%	7.25	0.00	0.00	1.60		Water	20.00%	8.00	1.45	0.00	0.00	0.00	Water	15.25	1.45	0.00	1.60	0.00	18.30			
work hours		38.00	0.00	0.00	8.00	0.00	46.00	work hours		40.00	3.25	0.00	0.00	0.00	43.25	work hours		78	3.25	0	8	0	89.25
Dept	Percent						Dept	Percent						Dept	Percent								
Park	20.00%	7.60	0.00	0.00	1.60	0.00	Park	20.00%	8.00	0.65	0.00	0.00	0.00	Park	15.60	0.65	0.00	1.60	0.00	17.85			
Sewer	10.00%	3.80	0.00	0.00	0.80	0.00	Sewer	10.00%	4.00	0.33	0.00	0.00	0.00	Sewer	7.80	0.33	0.00	0.80	0.00	8.93			
Water	10.00%	3.80	0.00	0.00	0.80	0.00	Water	10.00%	4.00	0.33	0.00	0.00	0.00	Water	7.80	0.33	0.00	0.80	0.00	8.93			
Streets	60.00%	22.80	0.00	0.00	4.80	0.00	Streets	60.00%	24.00	1.95	0.00	0.00	0.00	Streets	46.80	1.95	0.00	4.80	0.00	53.55			

**Time Distribution Report.LC - LPHELAN-01/25/2024**

Report Date: 09/16/2025

Primary Sort By: Employee;DEPT(G2)

Report Time: 12:29:41 PM

09/01/2025 - 09/14/2025 [14 days]

DEPT (G2)	Paycode	Reg. Hrs	OT-1	Total Hrs
<b>Employee: AD001 [PHELAN, LORI L]</b>				
AD [General Admin]	501[TRW]	24.00	0.00	24.00
AD [General Admin]	502[TRH]	3.00	0.00	3.00
AD [General Admin]	511[CW]	36.75	0.00	36.75
AD [General Admin]	512[CH]	3.00	0.00	3.00
SE [Sewer]	305[SADW]	2.25	0.00	2.25
SE [Sewer]	307[SADH]	1.00	0.00	1.00
WA [Water]	605[WADW]	2.25	0.00	2.25
WA [Water]	607[WADH]	1.00	0.00	1.00
<b>AD001 [PHELAN, LORI L] Total:</b>		<b>73.25</b>	<b>0.00</b>	<b>73.25</b>
<b>Employee: AD005 [RINIKER, MARJORIE]</b>				
AD [General Admin]	701[ADSW]	55.25	0.00	55.25
AD [General Admin]	702[ADSH]	6.00	0.00	6.00
PA [Parks]	101[PAW]	4.25	0.00	4.25
SE [Sewer]	305[SADW]	2.25	0.00	2.25
SE [Sewer]	307[SADH]	1.00	0.00	1.00
WA [Water]	605[WADW]	2.25	0.00	2.25
WA [Water]	607[WADH]	1.00	0.00	1.00
<b>AD005 [RINIKER, MARJORIE] Total:</b>		<b>72.00</b>	<b>0.00</b>	<b>72.00</b>
<b>Employee: PW003 [JOHNSON, HARRY]</b>				
FM [FACILITES MAINTENANCE]	611[FMW]	16.50	0.00	16.50
PA [Parks]	101[PAW]	13.75	0.00	13.75
ST [Streets]	401[STW]	10.75	0.00	10.75
<b>PW003 [JOHNSON, HARRY] Total:</b>		<b>41.00</b>	<b>0.00</b>	<b>41.00</b>
<b>Employee: PW007 [LARKINS, LAMONT]</b>				
SE [Sewer]	301[SEW]	48.25	5.25	53.50
SE [Sewer]	302[SEH]	4.00	0.00	4.00
WA [Water]	601[WAW]	28.00	2.00	30.00
WA [Water]	602[WAH]	4.00	0.00	4.00
<b>PW007 [LARKINS, LAMONT] Total:</b>		<b>84.25</b>	<b>7.25</b>	<b>91.50</b>
<b>Employee: SP004 [MECKLEY, KEVIN]</b>				
PA [Parks]	101[PAW]	10.00	0.00	10.00
SE [Sewer]	301[SEW]	15.75	0.00	15.75
ST [Streets]	401[STW]	50.25	3.25	53.50
ST [Streets]	402[STH]	8.00	0.00	8.00
WA [Water]	601[WAW]	2.00	0.00	2.00
<b>SP004 [MECKLEY, KEVIN] Total:</b>		<b>86.00</b>	<b>3.25</b>	<b>89.25</b>
<b>Grand Totals:</b>		<b>356.50</b>	<b>10.50</b>	<b>367.00</b>

END OF REPORT

**Time Distribution Report.LC - LPHELAN-01/25/2024**

**Time Distribution Report.LC - LPHELAN-01/25/2024**

Report Date: 09/12/2025

Primary Sort By: Employee;DEPT(G2)

Report Time: 11:05:07 AM

09/01/2025 - 09/07/2025 [7 days]

DEPT (G2)	Paycode	Reg. Hrs	OT-1	Total Hrs
<b>Employee: AD001 [PHELAN, LORI L]</b>				
AD [General Admin]	501[TRW]	13.75	0.00	13.75
AD [General Admin]	502[TRH]	3.00	0.00	3.00
AD [General Admin]	511[CW]	14.00	0.00	14.00
AD [General Admin]	512[CH]	3.00	0.00	3.00
SE [Sewer]	305[SADW]	0.75	0.00	0.75
SE [Sewer]	307[SADH]	1.00	0.00	1.00
WA [Water]	605[WADW]	0.75	0.00	0.75
WA [Water]	607[WADH]	1.00	0.00	1.00
<b>AD001 [PHELAN, LORI L] Total:</b>		<b>37.25</b>	<b>0.00</b>	<b>37.25</b>
<b>Employee: AD005 [RINIKER, MARJORIE]</b>				
AD [General Admin]	701[ADSW]	25.25	0.00	25.25
AD [General Admin]	702[ADSH]	6.00	0.00	6.00
PA [Parks]	101[PAW]	1.25	0.00	1.25
SE [Sewer]	305[SADW]	1.25	0.00	1.25
SE [Sewer]	307[SADH]	1.00	0.00	1.00
WA [Water]	605[WADW]	1.25	0.00	1.25
WA [Water]	607[WADH]	1.00	0.00	1.00
<b>AD005 [RINIKER, MARJORIE] Total:</b>		<b>37.00</b>	<b>0.00</b>	<b>37.00</b>
<b>Employee: PW003 [JOHNSON, HARRY]</b>				
FM [FACILITES MAINTENANCE]	611[FMW]	8.25	0.00	8.25
PA [Parks]	101[PAW]	5.50	0.00	5.50
ST [Streets]	401[STW]	5.25	0.00	5.25
<b>PW003 [JOHNSON, HARRY] Total:</b>		<b>19.00</b>	<b>0.00</b>	<b>19.00</b>
<b>Employee: PW007 [LARKINS, LAMONT]</b>				
SE [Sewer]	301[SEW]	23.25	0.00	23.25
SE [Sewer]	302[SEH]	4.00	0.00	4.00
WA [Water]	601[WAW]	13.00	0.00	13.00
WA [Water]	602[WAH]	4.00	0.00	4.00
<b>PW007 [LARKINS, LAMONT] Total:</b>		<b>44.25</b>	<b>0.00</b>	<b>44.25</b>
<b>Employee: SP004 [MECKLEY, KEVIN]</b>				
PA [Parks]	101[PAW]	7.00	0.00	7.00
SE [Sewer]	301[SEW]	4.00	0.00	4.00
ST [Streets]	401[STW]	25.00	0.00	25.00
ST [Streets]	402[STH]	8.00	0.00	8.00
WA [Water]	601[WAW]	2.00	0.00	2.00
<b>SP004 [MECKLEY, KEVIN] Total:</b>		<b>46.00</b>	<b>0.00</b>	<b>46.00</b>
<b>Grand Totals:</b>		<b>183.50</b>	<b>0.00</b>	<b>183.50</b>

END OF REPORT

**Time Distribution Report.LC - LPHELAN-01/25/2024**

### Employee Timecard - LPHELAN-07/27/2015

Item 5.

Report Date: 09/08/2025

09/01/2025 - 09/07/2025 [7 days]

Report Time: 8:18:18 AM

<b>AD001 [PHELAN, LORI L]</b>					
Employee ID	AD001	DEPT(G2)	AD	Pay Policy	500
Pay Type	3	Last Name	PHELAN	First Name	LORI L

Time Card						
Date	Paycode	IN	OUT	Reg Hrs	OT Hrs	Daily Total
09/01/2025 Mon	502 [TRH]			8.0000000		8.00
09/02/2025 Tue	501 [TRW]	07:56AM	01:00PM*	5.0000000		
	501 [TRW]	01:30PM*	05:06PM	3.5000000		8.50
09/03/2025 Wed	501 [TRW]	08:02AM	12:29PM	4.5000000		
	501 [TRW]	01:14PM	04:49PM	3.5000000		8.00
09/04/2025 Thu	501 [TRW]	08:09AM	01:11PM	5.0000000		
	501 [TRW]	01:46PM	04:53PM	3.2500000		8.25
09/05/2025 Fri	501 [TRW]	08:02AM	12:26PM	4.5000000		4.50

Summary - AD001 [PHELAN, LORI L]									
Paycode	N/A	Reg Hrs	OT1 - OT-2	Total Hrs	Accrual				
					Prior Bal	Adjust	Used	Earned	Available
2 [VACA]									63.00
3 [SICK]					54.75	4.00			58.75
6 [FH]									8.00
501 [TRW]	1[UNUSED]	29.25		29.25					
502 [TRH]	1[UNUSED]	8.00		8.00					
<b>TOTALS</b>		<b>37.25</b>		<b>37.25</b>	<b>54.75</b>	<b>4.00</b>			<b>129.75</b>

I CERTIFY THE ABOVE INFORMATION TO BE CORRECT

x Lori L. Phelan

Employee Signature

x \_\_\_\_\_

Supervisor Signature

Lori Phelan

Time Distribution Work Log Week of September 1-7, 2025

**Monday 9/1 HOLIDAY**

**Tuesday 9/2**

- Treasurer (4 hrs)
  - Farmers Market
  - Bank Reconciliation
- Clerk (3.5 hrs)
  - Finance Committee meeting prep
  - Board meeting agenda
  - Meet w/Brad
- Utility (1 hr)
  - Service change/final bill

**Wednesday 9/3**

- Treasurer (2.5 hr)
  - To Dodgeville-Bank deposit/change/post office
  - Bank statements
  - Process payroll
- Clerk (4.5 hr)
  - Farmers market
  - Timesheet allocations
  - Attorney emails
  - Insurance question
- Utility (.5 hr)
  - PSC question

**Thursday 9/4**

- Treasurer
  - Finish payroll processing
  - Train MR - Bank/CC reconciliations
- Clerk
  - BOT Meeting agenda

**Friday 9/5**

- Clerk
  - Website updates/additions
  - Meeting agenda template updates
  - All Staff Meeting
  - Post and publish meeting agenda/send notifications

### Employee Timecard - LPHELAN-07/27/2015

Item 5.

Report Date: 09/08/2025

09/01/2025 - 09/07/2025 [7 days]

Report Time: 8:18:18 AM

<b>AD005 [RINIKER, MARJORIE]</b>					
Employee ID	AD005	DEPT(G2)	AD	Pay Policy	700
Pay Type	3	Last Name	RINIKER	First Name	MARJORIE

Time Card						
Date	Paycode	IN	OUT	Reg Hrs	OT Hrs	Daily Total
09/01/2025 Mon	702 [ADSH]			8.0000000		8.00
09/02/2025 Tue	701 [ADSW]	07:56AM	01:43PM	5.7500000		8.00
	701 [ADSW]	02:17PM	04:30PM	2.2500000		
09/03/2025 Wed	701 [ADSW]	07:54AM	03:30PM	7.5000000		9.50
	701 [ADSW]	06:17PM	08:18PM	2.0000000		
09/04/2025 Thu	701 [ADSW]	07:55AM	03:34PM	7.5000000		7.50
09/05/2025 Fri	701 [ADSW]	07:53AM	12:00PM	4.0000000		4.00

Summary - AD005 [RINIKER, MARJORIE]									
Paycode	N/A	Reg Hrs	OT1 - OT-2	Total Hrs	Accrual				
					Prior Bal	Adjust	Used	Earned	Available
2 [VACA]									36.00
3 [SICK]					28.00	4.00			32.00
6 [FH]									8.00
701 [ADSW]	1[UNUSED]	29.00		29.00					
702 [ADSH]	1[UNUSED]	8.00		8.00					
<b>TOTALS</b>		<b>37.00</b>		<b>37.00</b>	<b>28.00</b>	<b>4.00</b>			<b>76.00</b>

I CERTIFY THE ABOVE INFORMATION TO BE CORRECT

x Marjorie Riniker  
Employee Signature

x Rai L. Phelan  
Supervisor Signature

Marj Riniker

Week of **9/1/2025**

	Monday	Tuesday	Wednesday	Thursday	Friday	Total hrs
<b>Admin/Deputy</b>	O					
Licences	F					0
Invoices	F	1.5	1	0.5	0.25	3.25
Library/Comm Ctr	I		0.75			0.75
Social Media	C	1.25	2		0.75	4
Misc office work (filing/copies/phone/C ust Asst)	E	2.25	2.5	0.5	0.5	5.75
Clerk/treasurer meetings/prep	C		3	0.25	1.25	4.5
grant work	L	1				1
Property tax	O					0
Elections	S					0
<b>Daily totals</b>	E	6	9.25	7.25	2.75	
	D			<b>Admin/Deputy Totals</b>		<b>19.25</b>
<b>Park/Rec</b>						
Event planning		0.5				0.5
Meetings/prep	H				0.75	0.75
Social Media	O					0
creating graphics	L					0
<b>Daily totals</b>	I	0.5	0	0	0.75	
	D			<b>Park/Rec Totals</b>		<b>1.25</b>
<b>Utility</b>	A					
Billing	Y	1.5	0.25	0.25	0.5	2.5
<b>Daily totals</b>		1.5	0.25	0.25	0.5	
				<b>Utility Totals</b>		<b>2.5</b>
<b>Daily totals</b>	8	8	9.5	7.5	4	
				<b>Total hours</b>		<b>37</b>

Report Date: 09/08/2025

09/01/2025 - 09/07/2025 [7 days]

Report Time: 8:18:18 AM

<b>PW003 [JOHNSON, HARRY]</b>					
Employee ID	PW003	DEPT(G2)	FM	Pay Policy	401
Pay Type	1	Last Name	JOHNSON	First Name	HARRY

Time Card						
Date	Paycode	IN	OUT	Reg Hrs	OT Hrs	Daily Total
09/02/2025 Tue	401 [STW]	07:56AM	12:45PM	4.7500000		4.75
09/03/2025 Wed	401 [STW]	07:55AM	12:08PM	4.2500000		4.25
09/04/2025 Thu	401 [STW]	07:57AM	01:04PM	5.0000000		5.00
09/05/2025 Fri	401 [STW]	07:57AM	01:05PM	5.0000000		5.00

Summary - PW003 [JOHNSON, HARRY]									
Paycode	N/A	Reg Hrs	OT1 - OT-2	Total Hrs	Accrual				
					Prior Bal	Adjust	Used	Earned	Available
401 [STW]	1[UNUSED]	19.00		19.00					
<b>TOTALS</b>		<b>19.00</b>		<b>19.00</b>					

I CERTIFY THE ABOVE INFORMATION TO BE CORRECT

x *Harry Johnson*  
Employee Signature

x \_\_\_\_\_  
Supervisor Signature

Tues 9/2 Mowed across from church, across from lumber yard, Volleyball area, park & playground, Home Talent field  
 wed 9/3 cleaned toilets in upstairs bathrooms, worked at RCC, emptied garbage  
 Thurs 9/4 worked on upstairs bathrooms, mowed west west end of village, ~~raked~~ raked grass on small ball field, mowed Vets Memorial  
 Fri 9/5 staff meeting, dragged both ball fields, mowed Home Talent field along HHH

### Employee Timecard - LPHELAN-07/27/2015

Item 5.

Report Date: 09/08/2025

09/01/2025 - 09/07/2025 [7 days]

Report Time: 8:18:18 AM

#### PW007 [LARKINS, LAMONT]

<b>Employee ID</b>	PW007	<b>DEPT(G2)</b>	PW	<b>Pay Policy</b>	300
<b>Pay Type</b>	3	<b>Last Name</b>	LARKINS	<b>First Name</b>	LAMONT

#### Time Card

Date	Paycode	IN	OUT	Reg Hrs	OT Hrs	Daily Total
09/01/2025 Mon	302 [SEH]			4.0000000		10.00
	301 [SEW]	07:42AM	09:42AM*	2.0000000		
	602 [WAH]			4.0000000		
09/02/2025 Tue	301 [SEW]	05:56AM	11:59AM	6.0000000		10.25
	301 [SEW]	12:29PM	02:31PM	2.0000000		
	301 [SEW]	04:30PM	06:47PM	2.2500000		
09/03/2025 Wed	301 [SEW]	06:05AM	11:30AM	5.5000000		8.00
	301 [SEW]	12:02PM	02:37PM	2.5000000		
09/04/2025 Thu	301 [SEW]	06:04AM	12:02PM	6.0000000		8.00
	301 [SEW]	12:32PM	02:37PM	2.0000000		
09/05/2025 Fri	301 [SEW]	06:06AM	12:05PM	6.0000000		8.00
	301 [SEW]	12:42PM	02:38PM	2.0000000		

#### Summary - PW007 [LARKINS, LAMONT]

Paycode	N/A	Reg Hrs	OT1 - OT-2	Total Hrs	Accrual				
					Prior Bal	Adjust	Used	Earned	Available
3 [SICK]					4.00	4.00			8.00
301 [SEW]	1[UNUSED]	36.25		36.25					
302 [SEH]	1[UNUSED]	4.00		4.00					
602 [WAH]	1[UNUSED]	4.00		4.00					
<b>TOTALS</b>		<b>44.25</b>		<b>44.25</b>	<b>4.00</b>	<b>4.00</b>			<b>8.00</b>

I CERTIFY THE ABOVE INFORMATION TO BE CORRECT

X   
Employee Signature

X \_\_\_\_\_  
Supervisor Signature

**Lamont Larkins**

**Weekly Work Log September 1-5**

**Monday 09/01/2025:**

Labor Day Holiday-8 hours

System checks-2 hours

**Tuesday 09/02/2025:**

Water Daily Operations, employee reviews – 5 hours

Sewer Daily Operations, employee reviews - 5 hours

**Wednesday 09/03/2025:**

Water Daily Operations, locate– 3 hours

Sewer Daily Operations, emor, locate -5 hours

**Thursday 09/04/2025**

Water Daily Operations -2 hours

Sewer Daily Operations cleaning sewer plant -6 hours

**Friday 09/05/2025:**

Water Daily Operations – 2 hours

Sewer Daily Operations

Weekly Cleaning sewer plant-6 hours

### Employee Timecard - LPHELAN-07/27/2015

Item 5.

Report Date: 09/08/2025

09/01/2025 - 09/07/2025 [7 days]

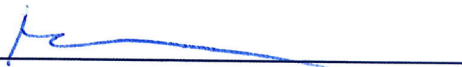
Report Time: 8:18:18 AM

<b>SP004 [MECKLEY, KEVIN]</b>					
Employee ID	SP004	DEPT(G2)	ST	Pay Policy	400
Pay Type	3	Last Name	MECKLEY	First Name	KEVIN

Time Card						
Date	Paycode	IN	OUT	Reg Hrs	OT Hrs	Daily Total
09/01/2025 Mon	402 [STH]			8.0000000		8.00
09/02/2025 Tue	401 [STW]	07:00AM	11:55AM	5.0000000		8.00
	401 [STW]	12:25PM	03:30PM	3.0000000		
09/03/2025 Wed	401 [STW]	06:58AM	12:00PM	5.0000000		10.00
	401 [STW]	12:29PM	03:30PM	3.0000000		
	401 [STW]	06:20PM	08:17PM	2.0000000		
09/04/2025 Thu	401 [STW]	07:00AM	12:00PM	5.0000000		8.00
	401 [STW]	12:30PM	03:30PM	3.0000000		
09/05/2025 Fri	401 [STW]	06:59AM	12:00PM	5.0000000		8.00
	401 [STW]	12:30PM	03:29PM	3.0000000		
09/06/2025 Sat	301 [SEW]	07:01AM	09:01AM*	2.0000000		2.00
09/07/2025 Sun	601 [WAW]	07:08AM	09:08AM*	2.0000000		2.00

Summary - SP004 [MECKLEY, KEVIN]									
Paycode	N/A	Reg Hrs	OT1 - OT-2	Total Hrs	Accrual				
					Prior Bal	Adjust	Used	Earned	Available
2 [VACA]									56.00
3 [SICK]					28.00	4.00			32.00
6 [FH]									8.00
301 [SEW]	1[UNUSED]	2.00		2.00					
401 [STW]	1[UNUSED]	34.00		34.00					
402 [STH]	1[UNUSED]	8.00		8.00					
601 [WAW]	1[UNUSED]	2.00		2.00					
<b>TOTALS</b>		<b>46.00</b>		<b>46.00</b>	<b>28.00</b>	<b>4.00</b>			<b>96.00</b>

I CERTIFY THE ABOVE INFORMATION TO BE CORRECT

X 

Employee Signature

X 

Supervisor Signature

Monday September 1st 2025

Labor Day

Tuesday September 2nd 2025

Hauled brush – 2 hours

Weed Whacked – 3 hours

Mowed – 3 hours

Wednesday September 3rd 2025

Checked out bathrooms at CC – 1 hour

Parts run – 1 Hour

Greased and changed oil in mower – 3 hours

Mowed – 3 hours

Park N Rec meeting – 2 hours

Thursday September 4th 2025

Burned brush pile – 4 hours

Mowed and weed whacked – 4 hours

Friday September 5th 2025

Worked at treatment plant – 2 hours

Staff meeting – 1 hour

Changed garbage at park and cleaned bathrooms – 2 hours

Mowed – 3 hours

Saturday September 6th 2025

Weekend rounds – 2 hours

Sunday September 7th 2025

Weekend rounds – 2 hours

**Time Distribution Report.LC - LPHELAN-01/25/2024**

Item 5.

Report Date: 09/16/2025

Primary Sort By: Employee;DEPT(G2)

Report Time: 12:29:06 PM

09/08/2025 - 09/14/2025 [7 days]

DEPT (G2)	Paycode	Reg. Hrs	OT-1	Total Hrs
<b>Employee: AD001 [PHELAN, LORI L]</b>				
AD [General Admin]	501[TRW]	10.25	0.00	10.25
AD [General Admin]	511[CW]	22.75	0.00	22.75
SE [Sewer]	305[SADW]	1.50	0.00	1.50
WA [Water]	605[WADW]	1.50	0.00	1.50
<b>AD001 [PHELAN, LORI L] Total:</b>		<b>36.00</b>	<b>0.00</b>	<b>36.00</b>
<b>Employee: AD005 [RINIKER, MARJORIE]</b>				
AD [General Admin]	701[ADSW]	30.00	0.00	30.00
PA [Parks]	101[PAW]	3.00	0.00	3.00
SE [Sewer]	305[SADW]	1.00	0.00	1.00
WA [Water]	605[WADW]	1.00	0.00	1.00
<b>AD005 [RINIKER, MARJORIE] Total:</b>		<b>35.00</b>	<b>0.00</b>	<b>35.00</b>
<b>Employee: PW003 [JOHNSON, HARRY]</b>				
FM [FACILITES MAINTENANCE]	611[FMW]	8.25	0.00	8.25
PA [Parks]	101[PAW]	8.25	0.00	8.25
ST [Streets]	401[STW]	5.50	0.00	5.50
<b>PW003 [JOHNSON, HARRY] Total:</b>		<b>22.00</b>	<b>0.00</b>	<b>22.00</b>
<b>Employee: PW007 [LARKINS, LAMONT]</b>				
SE [Sewer]	301[SEW]	25.00	5.25	30.25
WA [Water]	601[WAW]	15.00	2.00	17.00
<b>PW007 [LARKINS, LAMONT] Total:</b>		<b>40.00</b>	<b>7.25</b>	<b>47.25</b>
<b>Employee: SP004 [MECKLEY, KEVIN]</b>				
PA [Parks]	101[PAW]	3.00	0.00	3.00
SE [Sewer]	301[SEW]	11.75	0.00	11.75
ST [Streets]	401[STW]	25.25	3.25	28.50
<b>SP004 [MECKLEY, KEVIN] Total:</b>		<b>40.00</b>	<b>3.25</b>	<b>43.25</b>
<b>Grand Totals:</b>		<b>173.00</b>	<b>10.50</b>	<b>183.50</b>

END OF REPORT

**Time Distribution Report.LC - LPHELAN-01/25/2024**

### Employee Timecard - LPHELAN-07/27/2015

Item 5.

Report Date: 09/15/2025  
Report Time: 9:06:15 AM

09/08/2025 - 09/14/2025 [7 days]

<b>AD001 [PHELAN, LORI L]</b>					
Employee ID	AD001	DEPT(G2)	AD	Pay Policy	500
Pay Type	3	Last Name	PHELAN	First Name	LORI L

Time Card						
Date	Paycode	IN	OUT	Reg Hrs	OT Hrs	Daily Total
09/08/2025 Mon	501 [TRW]	08:01AM	12:14PM	4.2500000		6.50
	501 [TRW]	01:15PM	03:27PM	2.2500000		
09/09/2025 Tue	501 [TRW]	09:54AM	01:32PM	3.5000000		10.00
	501 [TRW]	02:36PM	08:54PM	6.5000000		
09/10/2025 Wed	501 [TRW]	09:05AM	01:05PM	4.0000000		7.75
	501 [TRW]	01:40PM	05:31PM	3.7500000		
09/11/2025 Thu	501 [TRW]	08:06AM	01:03PM	5.0000000		8.00
	501 [TRW]	01:49PM	04:50PM	3.0000000		
09/12/2025 Fri	501 [TRW]	08:11AM	12:01PM	3.7500000		3.75

Summary - AD001 [PHELAN, LORI L]									
Paycode	N/A	Reg Hrs	OT1 - OT-2	Total Hrs	Accrual				
					Prior Bal	Adjust	Used	Earned	Available
2 [VACA]									63.00
3 [SICK]									58.75
6 [FH]									8.00
501 [TRW]	1[UNUSED]	36.00		36.00					
<b>TOTALS</b>		<b>36.00</b>		<b>36.00</b>					<b>129.75</b>

I CERTIFY THE ABOVE INFORMATION TO BE CORRECT

x Lori Phelan

Employee Signature

x \_\_\_\_\_

Supervisor Signature

Lori Phelan

Time Distribution Work Log Week of September 8-14, 2025

**Monday 9/8**

- Treasurer
  - Checks for board meeting
  - Submit online payments, enter in WH
- Clerk (30 min)
  - Steering Committee workshop agenda
- Utility (1.5 hr)
  - Past dues-advance tax roll notices

**Tuesday 9/9**

- Treasurer ( 5 hrs)
  - Concession stand
    - Reconcile drawer
    - Set up for next event
  - Bank deposit to Dodgeville
  - Print and prepare checks for Board meeting
- Clerk
  - Meeting-Farmers Market
  - Board Meeting
- Utility (30 min)
  - Fix payment entered incorrectly

**Wednesday 9/10**

- Treasurer (15 min)
  - Mail and post board approved checks
- Clerk (6.5 hr)
  - Post approved minutes
  - Update P & R meeting template
  - Plan Commission meeting agenda
  - Cty HHH/Main St walk through
- Utility (1 hr)
  - Lead survey information for Lamont
  - Assist in locating vendor info for WWTP
  - Submit application to PSC for PFP

**Thursday 9/11**

- Treasurer
  - Bank deposit (30 min)
- Clerk
  - Draft BOT meeting minutes
  - PWS&H Meeting agenda
  - Schedule Finance Comm meetings
  - Steering Committee workshop minutes

**Friday 9/12**

- Clerk (4 hrs)
  - Insurance enrollment info to staff
  - Timesheet allocations
  - Joint Fire-Rescue Meeting agenda

**Employee Timecard - LPHELAN-07/27/2015**

Item 5.

Report Date: 09/15/2025

09/08/2025 - 09/14/2025 [7 days]

Report Time: 9:06:15 AM

<b>AD005 [RINIKER, MARJORIE]</b>			
Employee ID	AD005	DEPT(G2)	AD
Pay Type	3	Last Name	RINIKER
Pay Policy	700	First Name	MARJORIE

Time Card						
Date	Paycode	IN	OUT	Reg Hrs	OT Hrs	Daily Total
09/08/2025 Mon	701 [ADSW]	07:53AM	01:29PM	5.5000000		7.75
	701 [ADSW]	02:09PM	04:30PM	2.2500000		
09/09/2025 Tue	701 [ADSW]	07:49AM	03:15PM*	7.5000000		7.50
09/10/2025 Wed	701 [ADSW]	07:53AM	01:45PM	5.7500000		8.00
	701 [ADSW]	02:19PM	04:31PM	2.2500000		
09/11/2025 Thu	701 [ADSW]	07:56AM	02:02PM	6.0000000		7.75
	701 [ADSW]	02:46PM	04:30PM	1.7500000		
09/12/2025 Fri	701 [ADSW]	07:56AM	12:02PM	4.0000000		4.00

Summary - AD005 [RINIKER, MARJORIE]									
Paycode	N/A	Reg Hrs	OT1 - OT-2	Total Hrs	Accrual				
					Prior Bal	Adjust	Used	Earned	Available
2 [VACA]									36.00
3 [SICK]									32.00
6 [FH]									8.00
701 [ADSW]	1[UNUSED]	35.00		35.00					
<b>TOTALS</b>		<b>35.00</b>		<b>35.00</b>					<b>76.00</b>

*remember, I had 37 hrs last week*

I CERTIFY THE ABOVE INFORMATION TO BE CORRECT

*Marjorie Riniker*  
Employee Signature

x *Lori Phee*  
Supervisor Signature

Marj Riniker

Week of **9/8/2025**

	Monday	Tuesday	Wednesday	Thursday	Friday	Total hrs
<b>Admin/Deputy</b>						
Licences						0
Invoices	0.75	0.25				1
Library/Comm Ctr	1		1.5	0.25		2.75
Social Media	1.75	0.75	2	2	0.5	7
Misc office work	3.75					
(filing/copies/phone/C						
ust Asst/reports)		4.75	2.75	1.5	0.75	13.5
Clerk/treasurer		1	0.75		0.75	2.5
meetings/prep						0
grant work			0.75	0.75	1.75	3.25
Property tax						0
Elections						0
<b>Daily totals</b>	7.25	6.75	7.75	4.5	3.75	
				<b>Admin/Deputy Totals</b>		<b>30</b>
<b>Park/Rec</b>						
Event planning				1		1
Meetings/prep						0
Social Media				2		2
creating graphics						0
<b>Daily totals</b>	0	0	0	3	0	
				<b>Park/Rec Totals</b>		<b>3</b>
<b>Utility</b>						
Billing	0.5	0.75	0.25	0.25	0.25	2
<b>Daily totals</b>	0.5	0.75	0.25	0.25	0.25	
				<b>Utility Totals</b>		<b>2</b>
<b>Daily totals</b>	7.75	7.5	8	7.75	4	
				<b>Total hours</b>		<b>35</b>

Report Date: 09/15/2025

09/08/2025 - 09/14/2025 [7 days]

Report Time: 9:06:15 AM

<b>PW003 [JOHNSON, HARRY]</b>			
Employee ID	PW003	DEPT(G2)	FM
Pay Type	1	Last Name	JOHNSON
		Pay Policy	401
		First Name	HARRY

Time Card						
Date	Paycode	IN	OUT	Reg Hrs	OT Hrs	Daily Total
09/08/2025 Mon	401 [STW]	08:04AM	12:36PM	4.500000		4.50
09/09/2025 Tue	401 [STW]	08:01AM	12:15PM	4.250000		4.25
09/10/2025 Wed	401 [STW]	08:02AM	12:10PM	4.250000		4.25
09/11/2025 Thu	401 [STW]	08:00AM	12:17PM	4.250000		4.25
09/12/2025 Fri	401 [STW]	08:03AM	12:52PM	4.750000		4.75

Summary - PW003 [JOHNSON, HARRY]									
Paycode	N/A	Reg Hrs	OT1 - OT-2	Total Hrs	Accrual				
					Prior Bal	Adjust	Used	Earned	Available
401 [STW]	1[UNUSED]	22.00		22.00					
<b>TOTALS</b>		<b>22.00</b>		<b>22.00</b>					

I CERTIFY THE ABOVE INFORMATION TO BE CORRECT

x *Harry Johnson*  
Employee Signature

x \_\_\_\_\_  
Supervisor Signature

Mon 9/8 Picked up fire works, dragged home talent field, mowed green shed  
 Tues 9/9 worked at RCC, mowed RCC, Volley Ball area, ball park  
 wed 9/10 worked at RCC  
 Thurs 9/11 lowered flags to half staff, put up shelves in library, mowed play ground & park parking area  
 Fri 9/12 cleaned bathrooms at RCC, mowed along HHA home talent field

### Employee Timecard - LPHELAN-07/27/2015

Item 5.

Report Date: 09/15/2025

09/08/2025 - 09/14/2025 [7 days]

Report Time: 9:06:15 AM

<b>PW007 [LARKINS, LAMONT]</b>			
Employee ID	PW007	DEPT(G2)	PW
Pay Type	3	Last Name	LARKINS
Pay Policy	300	First Name	LAMONT

Time Card						
Date	Paycode	IN	OUT	Reg Hrs	OT Hrs	Daily Total
09/08/2025 Mon	301 [SEW]	05:56AM	12:00PM	6.0000000		8.00
	301 [SEW]	12:29PM	02:30PM*	2.0000000		
09/09/2025 Tue	301 [SEW]	06:00AM	11:31AM	5.5000000		9.75
	301 [SEW]	12:01PM	03:02PM	3.0000000		
	301 [SEW]	06:50PM	08:07PM	1.2500000		
09/10/2025 Wed	301 [SEW]	06:14AM	12:02PM	5.7500000		9.75
	301 [SEW]	12:28PM	02:45PM	2.2500000		
	301 [SEW]	03:44PM	05:32PM	1.7500000		
09/11/2025 Thu	301 [SEW]	06:27AM	11:30AM	5.0000000		7.75
	301 [SEW]	11:59AM	02:45PM	2.7500000		
	301 [SEW]	06:25AM	12:03PM	4.7500000	0.7500000	
09/12/2025 Fri	301 [SEW]	12:32PM	02:55PM		2.5000000	8.00
	301 [SEW]	07:55AM	09:55AM*		2.0000000	
09/13/2025 Sat	301 [SEW]	09:46AM	11:46AM*		2.0000000	2.00
09/14/2025 Sun	601 [WAW]				2.0000000	2.00

Summary - PW007 [LARKINS, LAMONT]									
Paycode	N/A	Reg Hrs	OT1 - OT-2	Total Hrs	Accrual				
					Prior Bal	Adjust	Used	Earned	Available
3 [SICK]									8.00
301 [SEW]	1[UNUSED]	40.00	5.25	45.25					
601 [WAW]	1[UNUSED]		2.00	2.00					
<b>TOTALS</b>		<b>40.00</b>	<b>7.25</b>	<b>47.25</b>					<b>8.00</b>

I CERTIFY THE ABOVE INFORMATION TO BE CORRECT

X 

Employee Signature

X \_\_\_\_\_

Supervisor Signature

**Lamont Larkins**

**Weekly Work Log September 8-14**

**Monday 09/08/2025:**

Labor Day Holiday 8 hours *Water - 2*

System checks-2 hours *sewer - 6*

**Tuesday 09/09/2025:**

Water Daily Operations, locate board, meeting – 5 hours

Sewer Daily Operations, locate, board meeting - 5 hours

**Wednesday 09/10/2025:**

Water Daily Operations, locate, walk through project– 4 hours

Sewer Daily Operations, emor, locate, walk through project -5 hours

**Thursday 09/11/2025**

Water Daily Operations -2 hours

Sewer Daily Operations cleaning sewer plant , sprayed weeds-6 hours

**Friday 09/12/2025:**

Water Daily Operations – 2 hours

Sewer Daily Operations

Weekly Cleaning sewer plant-6 hours

**Saturday 09/13/25:**

System checks- 2 hours

**Sunday 09/14/25:**

System checks- 2 hours

**Employee Timecard - LPHELAN-07/27/2015**

Report Date: 09/15/2025

09/08/2025 - 09/14/2025 [7 days]

Report Time: 9:06:15 AM

Item 5.

**SP004 [MECKLEY, KEVIN]**

<b>Employee ID</b>	SP004	<b>DEPT(G2)</b>	ST	<b>Pay Policy</b>	400
<b>Pay Type</b>	3	<b>Last Name</b>	MECKLEY	<b>First Name</b>	KEVIN

**Time Card**

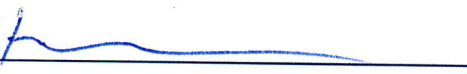
Date	Paycode	IN	OUT	Reg Hrs	OT Hrs	Daily Total
09/08/2025 Mon	401 [STW]	06:57AM	12:00PM	5.000000		8.00
	401 [STW]	12:30PM	03:29PM	3.000000		
09/09/2025 Tue	401 [STW]	06:59AM	12:00PM	5.000000		9.25
	401 [STW]	12:29PM	03:29PM	3.000000		
09/10/2025 Wed	401 [STW]	06:47PM	08:04PM	1.250000		10.00
	401 [STW]	06:57AM	12:15PM	5.250000		
09/11/2025 Thu	401 [STW]	12:41PM	05:29PM	4.750000		8.00
	401 [STW]	06:58AM	12:00PM	5.000000		
09/12/2025 Fri	401 [STW]	12:29PM	03:26PM	3.000000		8.00
	401 [STW]	06:57AM	12:10PM	4.750000	0.500000	
	401 [STW]	12:38PM	03:26PM		2.750000	

**Summary - SP004 [MECKLEY, KEVIN]**

Paycode	N/A	Reg Hrs	OT1 - OT-2	Total Hrs	Accrual				
					Prior Bal	Adjust	Used	Earned	Available
2 [VACA]									56.00
3 [SICK]									32.00
6 [FH]									8.00
401 [STW]	1[UNUSED]	40.00	3.25	43.25					

<b>TOTALS</b>		<b>40.00</b>	<b>3.25</b>	<b>43.25</b>					<b>96.00</b>
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I CERTIFY THE ABOVE INFORMATION TO BE CORRECT

X 

Employee Signature

X 

Supervisor Signature

Monday September 8th 2025

Hauled brush – 1 hour

Changed garbage at park – 1 hour

Checked man hole on Keane St. – 2 hours

Weed whacked – 2 hours

Trimmed tree on west end of town – 2 hours

Tuesday September 9th 2025

Worked at treatment plant – 2 hours

Cut tree down at cemetery – 3 hours

Mowed – 3 hours

Board meeting – 1 hour

Wednesday September 10th 2025

Worked at treatment plant – 5 hours

Mowed – 3 hours

Steering comity meeting – 1.5 hours

Thursday September 11th 2025

Worked at treatment plant – 2 hours

Took fence down from pond – 1 hour

Mowed and weed whacked – 5 hours

Friday September 12th 2025

Worked at treatment plant – 3 hours

Cleaned park bathrooms – 2 hours

Worked on dog park – 1 hour

Mowed – 1 hour

Parts run – 1 hour

**Summary Report.TA - LPHELAN-09/01/2016**

Primary Sort By: LOC(G1);DEPT(G2);Employee

09/15/2025 - 09/28/2025 [14 days]

Employee	Police Wages	Reg Hours	Police (off Site Punch) Reg Hours	Adjust Hours	Holidays Hours	Police Float Ho Hours	Vacation Hours	Police Sick Hours	Police Grant Hours	Reg Hours	Total Hrs
<b>LOC: 1 [Village of Ridgeway]</b>											
<b>DEPT: PD [Police]</b>											
GORHAM, MICHAEL [PD011]		57.25					6.75	16.00			80.00
<b>PD [Police] Total:</b>		57.25	0.00	0.00	0.00	0.00	6.75	16.00		0.00	80.00
<i>Head Count:</i>											<b>1</b>
<b>1 [Village of Ridgeway] Total:</b>		57.25	0.00	0.00	0.00	0.00	6.75	16.00		0.00	80.00
<i>Head Count:</i>											<b>1</b>
<b>Grand Total:</b>		57.25	0.00	0.00	0.00	0.00	6.75	16.00		0.00	80.00
<i>Head Count:</i>											<b>1</b>

**END OF REPORT**

**Summary Report.TA - LPHELAN-09/01/2016**

**Employee Timecard - LPHELAN-07/27/2015**

Item 5.

Report Date: 09/22/2025

09/15/2025 - 09/21/2025 [7 days]

Report Time: 4:40:36 PM

<b>PD011 [GORHAM, MICHAEL]</b>					
Employee ID	PD011	DEPT(G2)	PD	Pay Policy	203
Pay Type	1	Last Name	GORHAM	First Name	MICHAEL

Time Card						
Date	Paycode	IN	OUT	Reg Hrs	OT Hrs	Daily Total
09/15/2025 Mon	203 [POS]			8.0000000		8.00
09/16/2025 Tue	201 [POW]	11:00AM*	10:27PM	11.5000000		11.50
09/18/2025 Thu	201 [POW]	10:39AM	08:42PM	10.0000000		10.00
09/19/2025 Fri	201 [POW]	12:41PM	09:02PM	8.2500000		8.25
09/20/2025 Sat	201 [POW]	07:30PM*	10:00PM*	2.5000000		2.50

Summary - PD011 [GORHAM, MICHAEL]									
Paycode	N/A	Reg Hrs	OT1 - OT-2	Total Hrs	Accrual				
					Prior Bal	Adjust	Used	Earned	Available
2 [VACA]									28.75
3 [SICK]					101.00		8.00		93.00
6 [FH]									
201 [POW]	1[UNUSED]	32.25		32.25					
203 [POS]	1[UNUSED]	8.00		8.00					
<b>TOTALS</b>		<b>40.25</b>		<b>40.25</b>	<b>101.00</b>		<b>8.00</b>		<b>121.75</b>

I CERTIFY THE ABOVE INFORMATION TO BE CORRECT

X  \_\_\_\_\_  
Employee Signature

X \_\_\_\_\_  
Supervisor Signature

### Employee Timecard - LPHELAN-07/27/2015

Report Date: 09/30/2025

09/22/2025 - 09/28/2025 [7 days]

Report Time: 4:17:50 PM

Item 5.

#### PD011 [GORHAM, MICHAEL]

<b>Employee ID</b>	PD011	<b>DEPT(G2)</b>	PD	<b>Pay Policy</b>	203
<b>Pay Type</b>	1	<b>Last Name</b>	GORHAM	<b>First Name</b>	MICHAEL

#### Time Card

Date	Paycode	IN	OUT	Reg Hrs	OT Hrs	Daily Total
09/22/2025 Mon	201 [POW]	03:30PM*	09:30PM*	6.0000000		6.00
09/23/2025 Tue	203 [POS]			8.0000000		
	201 [POW]	06:00PM*	09:00PM*	3.0000000		11.00
09/24/2025 Wed	201 [POW]	04:00PM	10:23PM	6.5000000		6.50
09/26/2025 Fri	201 [POW]	02:45PM	11:28PM	8.7500000		8.75
09/28/2025 Sun	208 [PADJ]					

#### Summary - PD011 [GORHAM, MICHAEL]

Paycode	N/A	Reg Hrs	OT1 - OT-2	Total Hrs	Accrual				
					Prior Bal	Adjust	Used	Earned	Available
2 [VACA]									22.00
3 [SICK]					93.00		8.00		85.00
6 [FH]									
201 [POW]	1[UNUSED]	24.25		24.25					
203 [POS]	1[UNUSED]	8.00		8.00					
208 [PADJ]	1[UNUSED]								
<b>TOTALS</b>		<b>32.25</b>		<b>32.25</b>	<b>93.00</b>		<b>8.00</b>		<b>107.00</b>

I CERTIFY THE ABOVE INFORMATION TO BE CORRECT

X  \_\_\_\_\_

Employee Signature

X \_\_\_\_\_

Supervisor Signature

Work log hours for timesheet allocations per 2025 budget

9/15-21/25							9/22-28/25							Totals						
Reg	OT	Vacation	Holiday	Sick			Reg	OT	Vacation	Holiday	Sick			Reg	OT	Vacation	Holiday	Sick		
<b>work hours</b>							<b>work hours</b>							<b>work hours</b>						
Lori	40.00	13.00	0.00	0.00	0.00	53.00	Lori	40.00	1.50	0.00	0.00	0.00	41.50	Lori	80.00	14.50	0.00	0.00	0.00	94.50
Dept	Percent						Dept	Percent						Dept	Percent					
C/T	85.00%	34.00	11.05	0.00	0.00	0.00	C/T	85.00%	34.00	1.28	0.00	0.00	0.00	C/T	68.00	12.33	0.00	0.00	0.00	80.33
SewerAdm	5.00%	2.00	0.65	0.00	0.00	0.00	SewerAdm	5.00%	2.00	0.08	0.00	0.00	0.00	SewerAdm	4.00	0.73	0.00	0.00	0.00	4.73
Election Adm	5.00%	2.00	0.65	0.00	0.00	0.00	Election Adm	5.00%	2.00	0.08	0.00	0.00	0.00	Election Adm	4.00	0.73	0.00	0.00	0.00	4.73
WaterAdm	5.00%	2.00	0.65	0.00	0.00	0.00	WaterAdm	5.00%	2.00	0.08	0.00	0.00	0.00	WaterAdm	4.00	0.73	0.00	0.00	0.00	4.73
<b>work hours</b>							<b>work hours</b>							<b>work hours</b>						
Marj	36.00	0.00	0.00	0.00	0.00	36.00	Marj	40.00	0.50	0.00	0.00	0.00	40.50	Marj	76	0.5	0	0	0	76.50
Dept	Percent						Dept	Percent						Dept	Percent					
AdmSvs	50.00%	18.00	0.00	0.00	0.00	0.00	AdmSvs	50.00%	20.00	0.25	0.00	0.00	0.00	AdmSvs	38.00	0.25	0.00	0.00	0.00	38.25
SewerAdm	7.50%	2.70	0.00	0.00	0.00	0.00	SewerAdm	7.50%	3.00	0.04	0.00	0.00	0.00	SewerAdm	5.70	0.04	0.00	0.00	0.00	5.74
WaterAdm	7.50%	2.70	0.00	0.00	0.00	0.00	WaterAdm	7.50%	3.00	0.04	0.00	0.00	0.00	WaterAdm	5.70	0.04	0.00	0.00	0.00	5.74
Park Wages	35.00%	12.60	0.00	0.00	0.00	0.00	Park Wages	35.00%	14.00	0.18	0.00	0.00	0.00	Park Wages	26.60	0.18	0.00	0.00	0.00	26.78
<b>work hours</b>							<b>work hours</b>							<b>work hours</b>						
Harry	19.75					19.75	Harry	21.75					21.75	Harry	41.5					41.50
Dept	Percent						Dept	Percent						Dept	Percent					
Park	30.00%	5.93					Park	30.00%	6.53					Park	12.45		0.00	0.00	0.00	12.45
Street	35.00%	6.91					Street	35.00%	7.61					Street	14.53		0.00	0.00	0.00	14.53
FacMaint	35.00%	6.91					FacMaint	35.00%	7.61					FacMaint	14.53		0.00	0.00	0.00	14.53
<b>work hours</b>							<b>work hours</b>							<b>work hours</b>						
Lamont	40.00	4.75	0.00	0.00	0.00	44.75	Lamont	40.00	3.25	0.00	0.00	0.00	43.25	Lamont	80.00	8				88.00
Dept	Percent						Dept	Percent						Dept	Percent					
Streets	10.00%	4.00	0.48	0.00	0.00		Streets	10.00%	4.00	0.33	0.00	0.00	0.00	Streets	8.00	0.80	0.00	0.00	0.00	8.80
Sewer	70.00%	28.00	3.33	0.00	0.00		Sewer	70.00%	28.00	2.28	0.00	0.00	0.00	Sewer	56.00	5.60	0.00	0.00	0.00	61.60
Water	20.00%	8.00	0.95	0.00	0.00		Water	20.00%	8.00	0.65	0.00	0.00	0.00	Water	16.00	1.60	0.00	0.00	0.00	17.60
<b>work hours</b>							<b>work hours</b>							<b>work hours</b>						
Kevin	24.00	0.00	16.00	0.00	0.00	40.00	Kevin	40.00		0.00	0.00	0.00	40.00	Kevin	64	0	16	0	0	80.00
Dept	Percent						Dept	Percent						Dept	Percent					
Park	20.00%	4.80	0.00	3.20	0.00	0.00	Park	20.00%	8.00	0.00	0.00	0.00	0.00	Park	12.80	0.00	3.20	0.00	0.00	16.00
Sewer	10.00%	2.40	0.00	1.60	0.00	0.00	Sewer	10.00%	4.00	0.00	0.00	0.00	0.00	Sewer	6.40	0.00	1.60	0.00	0.00	8.00
Water	10.00%	2.40	0.00	1.60	0.00	0.00	Water	10.00%	4.00	0.00	0.00	0.00	0.00	Water	6.40	0.00	1.60	0.00	0.00	8.00
Streets	60.00%	14.40	0.00	9.60	0.00	0.00	Streets	60.00%	24.00	0.00	0.00	0.00	0.00	Streets	38.40	0.00	9.60	0.00	0.00	48.00

**Time Distribution Report.LC - LPHELAN-01/25/2024**

Item 5.

Report Date: 10/01/2025

Primary Sort By: Employee;DEPT(G2)

Report Time: 12:24:55 PM

09/15/2025 - 09/28/2025 [14 days]

DEPT (G2)	Paycode	Reg. Hrs	OT-1	Total Hrs
<b>Employee: AD001 [PHELAN, LORI L]</b>				
AD [General Admin]	501[TRW]	50.25	13.00	63.25
AD [General Admin]	511[CW]	24.00	1.50	25.50
SE [Sewer]	305[SADW]	2.75	0.00	2.75
WA [Water]	605[WADW]	3.00	0.00	3.00
<b>AD001 [PHELAN, LORI L] Total:</b>		<b>80.00</b>	<b>14.50</b>	<b>94.50</b>
<b>Employee: AD005 [RINIKER, MARJORIE]</b>				
AD [General Admin]	701[ADSW]	62.00	0.50	62.50
SE [Sewer]	305[SADW]	7.00	0.00	7.00
WA [Water]	605[WADW]	7.00	0.00	7.00
<b>AD005 [RINIKER, MARJORIE] Total:</b>		<b>76.00</b>	<b>0.50</b>	<b>76.50</b>
<b>Employee: PW003 [JOHNSON, HARRY]</b>				
FM [FACILITES MAINTENANCE]	611[FMW]	13.00	0.00	13.00
PA [Parks]	101[PAW]	13.75	0.00	13.75
ST [Streets]	401[STW]	14.75	0.00	14.75
<b>PW003 [JOHNSON, HARRY] Total:</b>		<b>41.50</b>	<b>0.00</b>	<b>41.50</b>
<b>Employee: PW007 [LARKINS, LAMONT]</b>				
SE [Sewer]	301[SEW]	42.50	4.00	46.50
WA [Water]	601[WAW]	37.50	4.00	41.50
<b>PW007 [LARKINS, LAMONT] Total:</b>		<b>80.00</b>	<b>8.00</b>	<b>88.00</b>
<b>Employee: SP004 [MECKLEY, KEVIN]</b>				
FM [FACILITES MAINTENANCE]	611[FMW]	3.00	0.00	3.00
PA [Parks]	101[PAW]	5.50	0.00	5.50
SE [Sewer]	301[SEW]	12.00	0.00	12.00
ST [Streets]	401[STW]	39.50	0.00	39.50
ST [Streets]	404[STV]	16.00	0.00	16.00
WA [Water]	601[WAW]	4.00	0.00	4.00
<b>SP004 [MECKLEY, KEVIN] Total:</b>		<b>80.00</b>	<b>0.00</b>	<b>80.00</b>
<b>Grand Totals:</b>		<b>357.50</b>	<b>23.00</b>	<b>380.50</b>

END OF REPORT

**Time Distribution Report.LC - LPHELAN-01/25/2024**

**Employee Timecard - LPHELAN-07/27/2015**

Item 5.

Report Date: 09/22/2025

09/15/2025 - 09/21/2025 [7 days]

Report Time: 8:07:06 AM

<b>AD001 [PHELAN, LORI L]</b>					
Employee ID	AD001	DEPT(G2)	AD	Pay Policy	500
Pay Type	3	Last Name	PHELAN	First Name	LORI L

Time Card						
Date	Paycode	IN	OUT	Reg Hrs	OT Hrs	Daily Total
09/15/2025 Mon	501 [TRW]	08:01AM	01:04PM	5.0000000		8.25
	501 [TRW]	01:41PM	04:57PM	3.2500000		
09/16/2025 Tue	501 [TRW]	08:05AM	02:59PM	7.0000000		12.00
	501 [TRW]	04:31PM	09:34PM	5.0000000		
09/17/2025 Wed	501 [TRW]	08:04AM	01:24PM	5.5000000		9.50
	501 [TRW]	02:31PM	06:27PM	4.0000000		
09/18/2025 Thu	501 [TRW]	08:20AM	12:17PM	4.0000000		8.50
	501 [TRW]	01:02PM	05:30PM*	4.5000000		
09/19/2025 Fri	501 [TRW]	08:58AM	12:11PM	1.7500000	1.5000000	3.25
09/20/2025 Sat	501 [TRW]	11:04AM	03:39PM		4.7500000	4.75
09/21/2025 Sun	501 [TRW]	02:45PM*	09:32PM		6.7500000	6.75

Summary - AD001 [PHELAN, LORI L]									
Paycode	N/A	Reg Hrs	OT1 - OT-2	Total Hrs	Accrual				
					Prior Bal	Adjust	Used	Earned	Available
2 [VACA]									63.00
3 [SICK]									58.75
6 [FH]									8.00
501 [TRW]	1[UNUSED]	40.00	13.00	53.00					
<b>TOTALS</b>		<b>40.00</b>	<b>13.00</b>	<b>53.00</b>					<b>129.75</b>

I CERTIFY THE ABOVE INFORMATION TO BE CORRECT

x *Lori L Phelan*  
Employee Signature

x \_\_\_\_\_  
Supervisor Signature

Lori Phelan

Time Distribution Work Log September 15-21, 2025

**Monday 9/15**

- Treasurer (2.5 hr)
  - Event cash reconciliation
  - Adjusting JE's 2024 taxes payable in 2025
  - DNR Grant reimbursement
- Clerk (5.25 hr)
  - Print/distribute timesheets
  - Emails
  - Property zoning questions
  - PWS&H Meeting agenda
- Utility (.5 hr)
  - Meter issue-depot

**Tuesday 9/16**

- Treasurer (3.25 hrs)
  - Process payroll
  - Remote deposit
  - 2026 Budget workbook
- Clerk (7.75 hr)
  - Timesheet allocations
  - Property issues
    - Information from MG
    - Contact attorney
  - PWS&H Comm Meeting
- Utility (1 hr)
  - Process ACH
  - Files to FSB
  - Post/interface

**Wednesday 9/17**

- Treasurer (5.5 hrs)
  - Post payroll/interface
  - Correct ACH vendor payment
  - 941, W6, WRS, Quarterly 941 & Unemployment Reports
- Clerk (4 hrs)
  - PWS&H meeting
    - Draft minutes
    - Attorney communications
    - Public Information Meeting

**Thursday 9/18**

- Treasurer (7 hrs)
  - MTAW Virtual Conference
- Clerk (1.5 hrs)
  - Draft Notice of Quorum/send to BB and CN for review.
  - Emails

**Friday 9/19**

- Treasurer (3.25 hrs)
  - MTAW Virtual Conference

**Saturday 9/20**

- Treasurer (4.75 hrs)
  - Work Comp Audit
  - 2026 Budget

**Sunday 9/21**

- Treasurer 2026 Budget (6.75 hrs)

**Employee Timecard - LPHELAN-07/27/2015**

Item 5.

Report Date: 09/22/2025

09/15/2025 - 09/21/2025 [7 days]

Report Time: 8:07:06 AM

<b>AD005 [RINIKER, MARJORIE]</b>					
Employee ID	AD005	DEPT(G2)	AD	Pay Policy	700
Pay Type	3	Last Name	RINIKER	First Name	MARJORIE

Time Card						
Date	Paycode	IN	OUT	Reg Hrs	OT Hrs	Daily Total
09/15/2025 Mon	701 [ADSW]	07:55AM	01:44PM	5.7500000		8.00
	701 [ADSW]	02:21PM	04:30PM	2.2500000		
09/16/2025 Tue	701 [ADSW]	07:52AM	12:59PM	5.2500000		8.00
	701 [ADSW]	01:38PM	04:29PM	2.7500000		
09/17/2025 Wed	701 [ADSW]	07:49AM	12:21PM	4.5000000		7.75
	701 [ADSW]	01:21PM*	04:30PM	3.2500000		
09/18/2025 Thu	701 [ADSW]	07:41AM	02:06PM	6.2500000		8.25
	701 [ADSW]	02:33PM	04:29PM	2.0000000		
09/19/2025 Fri	701 [ADSW]	07:53AM	11:57AM	4.0000000		4.00

Summary - AD005 [RINIKER, MARJORIE]									
Paycode	N/A	Reg Hrs	OT1 - OT-2	Total Hrs	Accrual				
					Prior Bal	Adjust	Used	Earned	Available
2 [VACA]									36.00
3 [SICK]									32.00
6 [FH]									8.00
701 [ADSW]	1[UNUSED]	36.00		36.00					
<b>TOTALS</b>		<b>36.00</b>		<b>36.00</b>					<b>76.00</b>

I CERTIFY THE ABOVE INFORMATION TO BE CORRECT

x *Marjorie Riniker*  
Employee Signature

x *Rai L Phelan*  
Supervisor Signature

Marj Riniker

Week of	9/15/2025	Monday	Tuesday	Wednesday	Thursday	Friday	Total hrs
<b>Admin/Deputy</b>							
Licences			1.5	2.75		2	6.25
Invoices	0.5	0.25	0.25	0.25	0.25	0.25	1.5
Library/Comm Ctr	0.75	1.5	1.25	0.75	0.5		4.75
Social Media	0.25	0.5	1.5	3.5	1		6.75
Misc office work	4.5						
(filing/copies/phone/C							
ust Asst/reports)		1.75	1.25	3.25			10.75
Clerk/treasurer							0
meetings/prep							0
grant work	1.5		0.5				2
Property tax							0
Elections							0
<b>Daily totals</b>	<b>7.5</b>	<b>5.5</b>	<b>7.5</b>	<b>7.75</b>	<b>3.75</b>		
							<b>Admin/Deputy Totals 32</b>
<b>Park/Rec</b>							
Event planning							0
Meetings/prep							0
Social Media							0
creating graphics							0
<b>Daily totals</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	
							<b>Park/Rec Totals 0</b>
<b>Utility</b>							
Billing	0.5	2.5	0.25	0.5	0.25		4
<b>Daily totals</b>	<b>0.5</b>	<b>2.5</b>	<b>0.25</b>	<b>0.5</b>	<b>0.25</b>		
							<b>Utility Totals 4</b>
<b>Daily totals</b>	<b>8</b>	<b>8</b>	<b>7.75</b>	<b>8.25</b>	<b>4</b>		
							<b>Total hours 36</b>

Employee Timecard - LPHELAN-07/27/2015

Report Date: 09/22/2025

09/15/2025 - 09/21/2025 [7 days]

Report Time: 8:07:06 AM

Item 5.

**PW003 [JOHNSON, HARRY]**

Employee ID	PW003	DEPT(G2)	FM	Pay Policy	401
Pay Type	1	Last Name	JOHNSON	First Name	HARRY

**Time Card**

Date	Paycode	IN	OUT	Reg Hrs	OT Hrs	Daily Total
09/15/2025 Mon	401 [STW]	08:10AM	12:15PM	4.0000000		4.00
09/16/2025 Tue	401 [STW]	07:58AM	12:06PM	4.0000000		4.00
09/17/2025 Wed	401 [STW]	08:05AM	11:52AM	3.7500000		3.75
09/18/2025 Thu	401 [STW]	08:01AM	12:05PM	4.0000000		4.00
09/19/2025 Fri	401 [STW]	07:58AM	12:00PM	4.0000000		4.00

**Summary - PW003 [JOHNSON, HARRY]**

Paycode	N/A	Reg Hrs	OT1 - OT-2	Total Hrs	Accrual				
					Prior Bal	Adjust	Used	Earned	Available
401 [STW]	1[UNUSED]	19.75		19.75					
<b>TOTALS</b>		<b>19.75</b>		<b>19.75</b>					

I CERTIFY THE ABOVE INFORMATION TO BE CORRECT

x *Harry Johnson*  
Employee Signature

x \_\_\_\_\_  
Supervisor Signature

Mon 9/15 Mowed park, Volleyball area, vets Memorial, Playground, RCC  
 Tues 9/16 worked at RCC, Mowed behind RCC, west end of village green shed  
 Wed 9/17 Trimmmed trees next to Dodge meet, Mowed part of park ditches on HHH  
 Thurs 9/18 worked at RCC  
 Fri 9/19 cleaned park bathrooms, emptied garbage at park

**Employee Timecard - LPHELAN-07/27/2015**

Report Date: 09/22/2025

09/15/2025 - 09/21/2025 [7 days]

Report Time: 9:48:17 AM

Item 5.

**PW007 [LARKINS, LAMONT]**

Employee ID	PW007	DEPT(G2)	PW	Pay Policy	300
Pay Type	3	Last Name	LARKINS	First Name	LAMONT

**Time Card**

Date	Paycode	IN	OUT	Reg Hrs	OT Hrs	Daily Total
09/15/2025 Mon	301 [SEW]	06:02AM	11:30AM	5.5000000		8.25
	301 [SEW]	11:59AM	02:45PM	2.7500000		
09/16/2025 Tue	301 [SEW]	05:58AM	12:02PM	6.0000000		8.00
	301 [SEW]	12:30PM	02:32PM	2.0000000		
09/17/2025 Wed	301 [SEW]	06:00AM	11:37AM	5.5000000		8.25
	301 [SEW]	12:07PM	02:43PM	2.7500000		
09/18/2025 Thu	301 [SEW]	06:02AM	11:30AM	5.5000000		8.00
	301 [SEW]	11:59AM	02:30PM*	2.5000000		
09/19/2025 Fri	301 [SEW]	05:58AM	12:07PM	6.0000000		8.25
	301 [SEW]	12:37PM	02:41PM	1.5000000	0.7500000	
09/20/2025 Sat	301 [SEW]	09:23AM	11:23AM*		2.0000000	2.00
09/21/2025 Sun	601 [WAW]	08:47AM*	10:47AM*		2.0000000	2.00

**Summary - PW007 [LARKINS, LAMONT]**

Paycode	N/A	Reg Hrs	OT1 - OT-2	Total Hrs	Accrual				
					Prior Bal	Adjust	Used	Earned	Available
3 [SICK]									8.00
301 [SEW]	1[UNUSED]	40.00	2.75	42.75					
601 [WAW]	1[UNUSED]		2.00	2.00					

<b>TOTALS</b>		<b>40.00</b>	<b>4.75</b>	<b>44.75</b>					<b>8.00</b>
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I CERTIFY THE ABOVE INFORMATION TO BE CORRECT

X 

Employee Signature

X \_\_\_\_\_

Supervisor Signature

**Lamont Larkins****Weekly Work Log September 15-21****Monday 09/15/2025:**

Water Daily Operations, locates, checked depot water meter-4 hours

Sewer daily Operations, locates -4 hours

**Tuesday 09/16/2025:**

Water Daily Operations, locates – 4 hours

Sewer Daily Operations, locates – 4 hours

**Wednesday 09/17/2025:**

Water Daily Operations, locate– 4 hours

Sewer Daily Operations, locate -4 hours

**Thursday 09/18/2025**

Water Daily Operations, locate -4 hours

Sewer Daily Operations cleaning sewer plant, locate-4 hours

**Friday 09/19/2025:**

Water Daily Operations, locate – 4 hours

Sewer Daily Operations

Weekly Cleaning sewer plant, locate-4 hours

**Saturday 09/20/25:**

System checks- 2 hours

**Sunday 09/21/25:**

System checks- 2 hours

### Employee Timecard - LPHELAN-07/27/2015

Item 5.

Report Date: 09/22/2025

09/15/2025 - 09/21/2025 [7 days]


Report Time: 8:07:06 AM

<b>SP004 [MECKLEY, KEVIN]</b>			
Employee ID	SP004	DEPT(G2)	ST
Pay Type	3	Last Name	MECKLEY
Pay Policy	400	First Name	KEVIN

Time Card						
Date	Paycode	IN	OUT	Reg Hrs	OT Hrs	Daily Total
09/15/2025 Mon	401 [STW]	06:57AM	12:00PM	5.0000000		8.00
	401 [STW]	12:30PM	03:30PM	3.0000000		
09/16/2025 Tue	401 [STW]	06:58AM	12:00PM	5.0000000		8.00
	401 [STW]	12:29PM	03:30PM	3.0000000		
09/17/2025 Wed	401 [STW]	06:57AM	12:00PM	5.0000000		8.00
	401 [STW]	12:29PM	03:29PM	3.0000000		
09/18/2025 Thu	404 [STV]			8.0000000		8.00
09/19/2025 Fri	404 [STV]			8.0000000		8.00

Summary - SP004 [MECKLEY, KEVIN]									
Paycode	N/A	Reg Hrs	OT1 - OT-2	Total Hrs	Accrual				
					Prior Bal	Adjust	Used	Earned	Available
2 [VACA]					56.00		16.00		40.00
3 [SICK]									32.00
6 [FH]									8.00
401 [STW]	1[UNUSED]	24.00		24.00					
404 [STV]	1[UNUSED]	16.00		16.00					
<b>TOTALS</b>		<b>40.00</b>		<b>40.00</b>	<b>56.00</b>		<b>16.00</b>		<b>80.00</b>

I CERTIFY THE ABOVE INFORMATION TO BE CORRECT

X   
Employee Signature

X   
Supervisor Signature

Monday September 15th 2025

Made rounds for brush – 1 hour

Changed garbage at park – 1 hour

Mowed and weed whacked – 5 hours

Checked water meter – 1 hour

Tuesday September 16th 2025

Hauled brush – 3 hours

Cleaned up dump – 1 hour

Pest control at CC – 2 hours

Worked with Lamont – 2 hours

Wednesday September 17th 2025

Worked with Lamont – 3 hours

Burned brush pile – 2 hours

Washed and greased skid steer – 2 hours

Marked curb stops – 1 hour

Thursday September 18th 2025

Vacation day

Friday September 19th 2025

Vacation day

**Employee Timecard - LPHELAN-07/27/2015**

Report Date: 09/29/2025

09/22/2025 - 09/28/2025 [7 days]

Report Time: 10:41:15 AM

<b>AD001 [PHELAN, LORI L]</b>			
Employee ID	AD001	DEPT(G2)	AD
Pay Type	3	Last Name	PHELAN
		Pay Policy	500
		First Name	LORI L

<b>Time Card</b>						
Date	Paycode	IN	OUT	Reg Hrs	OT Hrs	Daily Total
09/22/2025 Mon	501 [TRW]	07:56AM	12:30PM	4.5000000		9.00
	501 [TRW]	01:06PM	05:24PM	4.5000000		
09/23/2025 Tue	501 [TRW]	08:05AM	01:42PM	5.7500000		5.75
09/24/2025 Wed	501 [TRW]	07:56AM	01:02PM	5.0000000		8.50
	501 [TRW]	01:31PM	04:54PM	3.5000000		
09/25/2025 Thu	501 [TRW]	08:03AM	12:11PM	4.2500000		10.00
	501 [TRW]	01:22PM	04:35PM	3.2500000		
09/26/2025 Fri	511 [CW]	07:30PM*	10:00PM*	2.5000000		8.25
	511 [CW]	09:15AM*	05:30PM*	6.7500000	1.5000000	

<b>Summary - AD001 [PHELAN, LORI L]</b>									
Paycode	N/A	Reg Hrs	OT1 - OT-2	Total Hrs	Accrual				
					Prior Bal	Adjust	Used	Earned	Available
2 [VACA]									63.00
3 [SICK]									58.75
6 [FH]									8.00
501 [TRW]	1[UNUSED]	30.75		30.75					
511 [CW]	1[UNUSED]	9.25	1.50	10.75					
<b>TOTALS</b>		<b>40.00</b>	<b>1.50</b>	<b>41.50</b>					<b>129.75</b>

I CERTIFY THE ABOVE INFORMATION TO BE CORRECT

x *Lori L. Phelan*

Employee Signature

x \_\_\_\_\_

Supervisor Signature

Lori Phelan  
Time Distribution Work Log September 22-28, 2025

**Monday 9/22**

- Treasurer (8.5 hrs)
  - 2026 Budget
    - Communication with Ehlers
- Clerk (30 min)
  - Timesheet review and distribution

**Tuesday 9/23 out early**

- Treasurer (4.25 hrs)
  - 2026 Budgets
  - ICHD Invoice
- Clerk (1 hr)
  - Election inspectors communication
  - Attorney communication
- Utility (30 min)
  - Assist Marj w/correction to Final Bill

**Wednesday 9/24**

- Treasurer (7 hrs)
  - 2026 Budget
- Clerk (1.5 hrs)
  - Election inspector resolution
  - Public Information Meeting update (add CDBG)

**Thursday 9/25**

- Treasurer (7.75 hr)
  - 2026 Budget
  - Bank deposit
  - Travel to Wausau-Workhorse Conference
- Clerk (1.25 hr)
  - Delta 3-Public Info Meeting CDBG
  - Travel to Wausau-Workhorse Conference
- Utility (1 hr)
  - DNR/Delta 3 (water)
  - Travel to Wausau-Workhorse Conference

**Friday 9/26**

- Workhorse Conference and travel time
  - Clerk (2.75 hr)
  - Treasurer (2.75 hr)
  - Water (2.75 hr)

**Employee Timecard - LPHELAN-07/27/2015**

Item 5.

Report Date: 09/29/2025

09/22/2025 - 09/28/2025 [7 days]

Report Time: 10:41:15 AM

**AD005 [RINIKER, MARJORIE]**

<b>Employee ID</b>	AD005	<b>DEPT(G2)</b>	AD	<b>Pay Policy</b>	700
<b>Pay Type</b>	3	<b>Last Name</b>	RINIKER	<b>First Name</b>	MARJORIE

**Time Card**

Date	Paycode	IN	OUT	Reg Hrs	OT Hrs	Daily Total
09/22/2025 Mon	701 [ADSW]	07:53AM	01:14PM	5.2500000		
	701 [ADSW]	01:51PM	04:31PM	2.7500000		8.00
09/23/2025 Tue	701 [ADSW]	07:53AM	11:59AM	4.0000000		
	701 [ADSW]	01:06PM	04:29PM	3.5000000		7.50
09/24/2025 Wed	701 [ADSW]	07:57AM	03:31PM	7.5000000		7.50
09/25/2025 Thu	701 [ADSW]	07:52AM	02:31PM	6.7500000		
	701 [ADSW]	07:30PM*	10:00PM*	2.5000000		9.25
09/26/2025 Fri	701 [ADSW]	09:15AM*	05:30PM*	7.7500000	0.5000000	8.25

**Summary - AD005 [RINIKER, MARJORIE]**

Paycode	N/A	Reg Hrs	OT1 - OT-2	Total Hrs	Accrual				
					Prior Bal	Adjust	Used	Earned	Available
2 [VACA]									36.00
3 [SICK]									32.00
6 [FH]									8.00
701 [ADSW]	1[UNUSED]	40.00	0.50	40.50					
<b>TOTALS</b>		<b>40.00</b>	<b>0.50</b>	<b>40.50</b>					<b>76.00</b>

I CERTIFY THE ABOVE INFORMATION TO BE CORRECT

x Marj Riniker  
Employee Signature

x Rai L. Phelan  
Supervisor Signature

Marj Riniker

Week of	Monday	Tuesday	Wednesday	Thursday	Friday	Total hrs
<b>9/15/2025</b>						
<b>Admin/Deputy</b>						
Licences		1				1
Invoices		0.25	0.25			0.5
Library/Comm Ctr	1					1
Social Media	2.25	0.5	0.5	0.5		3.75
Misc office work (filing/copies/phone/C ust Asst/reports)	2.5					
		0.25	2	5.5	2.75	13
Clerk/treasurer meetings/prep		Thurs and Fri include 2.75 hrs each drive time				0
grant work	0.5	3.25	4.25	3.25		11.25
Property tax						0
Elections						0
<b>Daily totals</b>	6.25	5.25	7	9.25	2.75	
				<b>Admin/Deputy Totals</b>		<b>30.5</b>
<b>Park/Rec</b>						
Event planning						0
Meetings/prep						0
Social Media creating graphics						0
<b>Daily totals</b>	0	0	0	0	0	
				<b>Park/Rec Totals</b>		<b>0</b>
<b>Utility</b>						
Billing	1.75	2.25	0.5	0.5	5	10
<b>Daily totals</b>	1.75	2.25	0.5	0.5	5	
				<b>Utility Totals</b>		<b>10</b>
<b>Daily totals</b>	8	7.5	7.5	9.75	7.75	
				<b>Total hours</b>		<b>40.5</b>

8-230 office 730-1015 drive  
 9-12/1-3 conf 3-545 drive

Report Date: 09/30/2025

09/22/2025 - 09/28/2025 [7 days]

Report Time: 8:32:13 AM

<b>PW003 [JOHNSON, HARRY]</b>					
Employee ID	PW003	DEPT(G2)	FM	Pay Policy	401
Pay Type	1	Last Name	JOHNSON	First Name	HARRY

Time Card						
Date	Paycode	IN	OUT	Reg Hrs	OT Hrs	Daily Total
09/22/2025 Mon	401 [STW]	08:02AM	11:34AM	3.5000000		3.50
09/23/2025 Tue	401 [STW]	08:00AM	12:35PM	4.5000000		4.50
09/24/2025 Wed	401 [STW]	08:08AM	12:15PM	4.0000000		4.00
09/25/2025 Thu	401 [STW]	08:02AM	01:22PM*	5.2500000		5.25
09/26/2025 Fri	401 [STW]	08:03AM	12:25PM	4.5000000		4.50

Summary - PW003 [JOHNSON, HARRY]									
Paycode	N/A	Reg Hrs	OT1 - OT-2	Total Hrs	Accrual				
					Prior Bal	Adjust	Used	Earned	Available
401 [STW]	1[UNUSED]	21.75		21.75					
<b>TOTALS</b>		<b>21.75</b>		<b>21.75</b>					

I CERTIFY THE ABOVE INFORMATION TO BE CORRECT

x *Harry Johnson*  
Employee Signature

x \_\_\_\_\_  
Supervisor Signature

Mon 9/22 Worked at ACC, cleaned MP room  
 Tues 9/23 Worked at ACC, pulled weeds in flower bed, mowed part of ACC, Village shop  
 Wed 9/24 Worked at ACC, removed fencing around grass seeded areas, trimmed brush  
 Thurs 9/25 Mowed volleyball area, park and playground  
 Fri 9/26 Mowed along HHH, part of park

**Employee Timecard - LPHELAN-07/27/2015**

Item 5.

Report Date: 09/29/2025

09/22/2025 - 09/28/2025 [7 days]

Report Time: 10:41:15 AM

**PW007 [LARKINS, LAMONT]**

<b>Employee ID</b> PW007	<b>DEPT(G2)</b> PW	<b>Pay Policy</b> 300
<b>Pay Type</b> 3	<b>Last Name</b> LARKINS	<b>First Name</b> LAMONT

**Time Card**

Date	Paycode	IN	OUT	Reg Hrs	OT Hrs	Daily Total
09/22/2025 Mon	301 [SEW]	06:37AM	12:08PM	5.7500000		
	301 [SEW]	12:36PM	02:37PM	1.7500000		7.50
09/23/2025 Tue	301 [SEW]	05:57AM	12:20PM	6.2500000		
	301 [SEW]	12:50PM	03:31PM	2.7500000		9.00
09/24/2025 Wed	301 [SEW]	05:59AM	12:02PM	6.0000000		
	301 [SEW]	01:08PM	04:30PM	3.2500000		9.25
09/25/2025 Thu	601 [WAW]	08:00AM*	10:00AM*	2.0000000		
	301 [SEW]	10:01AM*	12:00PM*	2.0000000		4.00
09/26/2025 Fri	301 [SEW]	06:09AM	11:31AM	5.2500000		
	301 [SEW]	11:56AM	04:11PM	4.2500000		9.50
09/27/2025 Sat	301 [SEW]	09:58AM	11:58AM*	0.7500000	1.2500000	2.00
09/28/2025 Sun	601 [WAW]	08:25AM	10:25AM*		2.0000000	2.00

**Summary - PW007 [LARKINS, LAMONT]**

Paycode	N/A	Reg Hrs	OT1 - OT-2	Total Hrs	Accrual				
					Prior Bal	Adjust	Used	Earned	Available
3 [SICK]									8.00
301 [SEW]	1[UNUSED]	38.00	1.25	39.25					
601 [WAW]	1[UNUSED]	2.00	2.00	4.00					
<b>TOTALS</b>		<b>40.00</b>	<b>3.25</b>	<b>43.25</b>					<b>8.00</b>

I CERTIFY THE ABOVE INFORMATION TO BE CORRECT

X   
Employee Signature

X \_\_\_\_\_  
Supervisor Signature

**Lamont Larkins**

**Weekly Work Log September 22-28**

**Monday 09/22/2025:**

Water Daily Operations, locates, checked depot water meter-4 hours

Sewer daily Operations, locates -4 hours

**Tuesday 09/23/2025:**

Water Daily Operations, locates – 4 hours

Sewer Daily Operations, locates – 5 hours

**Wednesday 09/24/2025:**

Water Daily Operations, locate– 4 hours

Sewer Daily Operations, locate -5.25 hours

**Thursday 09/25/2025**

Water Training - 2 hours

Sewer Training - 2 hours

**Friday 09/26/2025:**

Water Daily Operations, locate – 4 hours

Sewer Daily Operations

Weekly Cleaning sewer plant, locate-5.5 hours

**Saturday 09/27/25:**

System checks- 2 hours

**Sunday 09/28/25:**

System checks- 2 hours

**Employee Timecard - LPHELAN-07/27/2015**

09/22/2025 - 09/28/2025 [7 days]

**SP004 [MECKLEY, KEVIN]**

<b>Employee ID</b>	SP004	<b>DEPT(G2)</b>	ST	<b>Pay Policy</b>	400
<b>Pay Type</b>	3	<b>Last Name</b>	MECKLEY	<b>First Name</b>	KEVIN


**Time Card**

Date	Paycode	IN	OUT	Reg Hrs	OT Hrs	Daily Total
09/22/2025 Mon	401 [STW]	06:58AM	12:00PM	5.0000000		8.00
	401 [STW]	12:30PM	03:29PM	3.0000000		
09/23/2025 Tue	401 [STW]	06:57AM	12:00PM	5.0000000		8.00
	401 [STW]	12:29PM	03:29PM	3.0000000		
09/24/2025 Wed	401 [STW]	05:56AM	12:00PM	6.0000000		8.00
	401 [STW]	12:29PM	02:30PM	2.0000000		
09/25/2025 Thu	401 [STW]	05:56AM	11:30AM	5.5000000		8.00
	401 [STW]	11:59AM	02:30PM	2.5000000		
09/26/2025 Fri	401 [STW]	06:57AM	12:00PM	5.0000000		8.00
	401 [STW]	12:30PM	03:30PM*	3.0000000		

**Summary - SP004 [MECKLEY, KEVIN]**

Paycode	N/A	Reg Hrs	OT1 - OT-2	Total Hrs	Accrual				
					Prior Bal	Adjust	Used	Earned	Available
2 [VACA]									40.00
3 [SICK]									32.00
6 [FH]									8.00
401 [STW]	1[UNUSED]	40.00		40.00					
<b>TOTALS</b>		<b>40.00</b>		<b>40.00</b>					<b>80.00</b>

I CERTIFY THE ABOVE INFORMATION TO BE CORRECT

X   
Employee Signature

X   
Supervisor Signature

Monday September 22nd 2025

Worked in shop – 5 hours

Meter read – 1 hour

CC pest control – 1 hour

Mowed – 1 hour

Tuesday September 23rd 2025

Hauled brush – 2 hours

Mowed – 6 hours

Wednesday September 24th 2025

Worked at treatment plant – 4 hours

Took samples to lab – 2 hours

Mowed – 2 hours

Thursday September 25th 2025

Did samples at treatment plant – 3 hours

Hauled brush – 2 hours

Mowed – 3 hours

Friday September 26th 2025

Cleaned park bathrooms and changed garbage – 3 hours

Weed whacked – 3 hours

Mowed – 2 hours





# IOWA COUNTY SHERIFF'S OFFICE

109 East Leffler Street, Dodgeville, Wisconsin, 53533

Phone: 608.930.9500 | Fax: 608.471.1075 | Crime Stoppers: 608.319.6703

*"Serving with Competence, Confidence, and Courtesy"*



Austin L. Durst  
Chief Deputy

Michael W. Peterson  
Sheriff

CFS Log Ridgeway

Printed on October 1, 2025

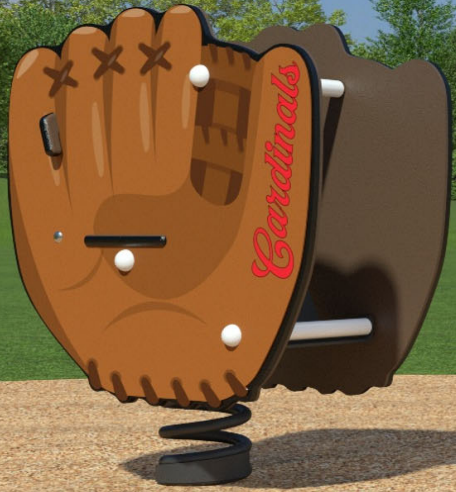
Date	Description	CFS	Incident Report #	Responder Personnel	Caller/Address	Dispatch	Completed
09/01/25	Noise	CFS25016118		12 - Okey, Jeffrey	REYNOLDS, BRIANNE NICOLE 210 GROVE ST, RIDGEWAY, WI 53582	20:53	21:11
09/03/25	Animal Issues	CFS25016221		13 - Aide, Dillin	ARENSDORF, MARLA J RICHARDS ST / KIRBY ST, RIDGEWAY, WI 53582	10:18	10:40
09/03/25	Suspicious Vehicle	CFS25016255		715 - Gorham, Michael	100 PARK ST, RIDGEWAY, WI 53582	18:56	19:00
09/03/25	Traffic Stop	CFS25016257		14 - Miller, Wyatt	408 MAIN ST, RIDGEWAY, WI 53582	19:58	20:06
09/04/25	Follow Up	CFS25016313		14 - Miller, Wyatt, 23 - Stroik, Nicholas, 715 - Gorham, Michael	116 W KEANE ST, RIDGEWAY, WI 53582	20:20	21:07
09/06/25	Citizen Assist	CFS25016436			SULLIVAN, TANNER RAY 215 MAIN ST, RIDGEWAY, WI 53582		13:43
09/06/25	911 Misdia	CFS25016442			KRUSER, DUSTIN A 203 MAIN ST, RIDGEWAY, WI 53582		14:37
09/06/25	Parking Issues	CFS25016460		715 - Gorham, Michael	MAIN STREET, RIDGEWAY, WI 53582	20:09	20:13
09/06/25	EMS (Unconscious)	CFS25016463	SOP2501103	12 - Okey, Jeffrey, 19 - Benisch, Stephanie, 6 - Naeger, Brandon, 715 - Gorham, Michael, 83 - BARNEVELD AREA RESCUE SQUAD, RWFD - Ridgeway Fire Dept, RWFR - Ridgeway First Responder	SCHWARZ, ANDREW J 121 W FARWELL ST, RIDGEWAY, WI 53582	20:42	23:32
09/08/25	Harassment	CFS25016611		715 - Gorham, Michael	PAETZKE, KERRIE A 212 GROVE ST #8, RIDGEWAY, WI 53582	15:29	17:03
09/08/25	Follow Up	CFS25016623		715 - Gorham, Michael	121 W FARWELL ST, RIDGEWAY, WI 53582	17:03	17:05

Date	Description	CFS	Incident Report #	Responder Personnel	Caller/Address	Dispatched	Completed
09/08/25	Traffic Stop	CFS25016624		715 - Gorham, Michael		17:07	17:12
					200 MAIN ST, RIDGEWAY, WI 53582		
09/08/25	Property Damage	CFS25016639		715 - Gorham, Michael	HURD, JACQUELINE K	21:34	21:34
					102 E WELLS ST, RIDGEWAY, WI 53582		
09/09/25	Follow Up	CFS25016697		715 - Gorham, Michael		18:33	18:39
					215 MAIN ST, RIDGEWAY, WI 53582		
09/09/25	Follow Up	CFS25016698		715 - Gorham, Michael		18:40	20:45
					212 GROVE ST, RIDGEWAY, WI 53582		
09/09/25	EMS (Difficulty)	CFS25016699		715 - Gorham, Michael, 83 - BARNEVELD AREA RESCUE SQUAD, RWFR - Ridgeway First Responder	199 KIRBY ST, RIDGEWAY, WI 53582	19:13	21:20
09/10/25	Traffic Stop	CFS25016771		715 - Gorham, Michael		14:32	14:49
					6519 US HIGHWAY 18-151, RIDGEWAY, WI 53582		
09/10/25	Welfare Check	CFS25016776		715 - Gorham, Michael		15:27	15:40
					121 W FARWELL ST, RIDGEWAY, WI 53582		
09/10/25	Traffic Stop	CFS25016785		715 - Gorham, Michael		17:23	17:28
					6519 US HIGHWAY 18-151, RIDGEWAY, WI 53582		
09/13/25	Noise	CFS25017017		23 - Stroik, Nicholas, 715 - Gorham, Michael	DANKERT, JACOB ANDREW	22:17	22:24
					112 CARDINAL WAY, RIDGEWAY, WI 53582		
09/13/25	Noise	CFS25017019		14 - Miller, Wyatt, 18 - Fuerstenberg, Nicholas, 23 - Stroik, Nicholas, 6 - Naeger, Brandon	102 TALLMAN CT, RIDGEWAY, WI 53507	23:06	00:17
09/14/25	Traffic Complaint	CFS25017050			GOLLON, DAVID C		11:13
					6519 US HIGHWAY 18-151, RIDGEWAY, WI 53582		
09/14/25	EMS (Difficulty)	CFS25017063		715 - Gorham, Michael, 83 - BARNEVELD AREA RESCUE SQUAD, RWFR - Ridgeway First Responder	KOLOSOVSKY, DELORES M	14:02	16:36
					111 CARDINAL WAY, RIDGEWAY, WI 53582		
09/14/25	Fire (Other)	CFS25017069		715 - Gorham, Michael, ICSS - Iowa County Social Services, RWFD - Ridgeway Fire Dept, RWFR - Ridgeway First Responder	ORTIZ, ELIZABETH A	15:15	17:26
					215 MAIN ST, RIDGEWAY, WI 53582		
09/15/25	Alarm Testing	CFS25017114			VERIZON WIRELESS		11:27
					622 MAIN ST, RIDGEWAY, WI 53582		
09/16/25	Extra Patrol	CFS25017188		715 - Gorham, Michael		14:30	14:36
					215 MAIN ST, RIDGEWAY, WI 53582		

Date	Description	CFS	Incident Report #	Responder Personnel	Caller/Address	Dispatched	Completed
09/16/25	Assist - Other	CFS25017197		715 - Gorham, Michael	IOWA COUNTY HEALTH AND HUMAN SERVICES 215 MAIN ST, RIDGEWAY, WI 53582	16:54	17:08
09/16/25	EMS (Fall)	CFS25017230		83 - BARNEVELD AREA RESCUE SQUAD, RWFR - Ridgeway First Responder	MEDICAL GUARDIAN 107 NORTH ST, RIDGEWAY, WI 53582	23:36	01:01
09/17/25	911 Misdialed	CFS25017235			HEIM, KYLICH MAE 209 GROVE ST, RIDGEWAY, WI 53582		00:41
09/18/25	Sex Offense	CFS25017359	SOP2501158	9 - Bowers, Lana	121 W FARWELL ST, RIDGEWAY, WI 53582	15:14	15:14
09/19/25	Citizen Assist	CFS25017425		715 - Gorham, Michael	RICHARDSON, ANGELA MARIE 110 GROVE ST, RIDGEWAY, WI 53582	18:13	18:22
09/19/25	Traffic Stop	CFS25017444		715 - Gorham, Michael	702 MAIN ST, RIDGEWAY, WI 53582	21:38	21:41
09/22/25	Death Investigation /	CFS25017602		793 - Hamlin, Wendell	HENNING, CODY ALLEN 121 W FARWELL ST, RIDGEWAY, WI 53582	09:54	10:00
09/22/25	Follow Up	CFS25017628		715 - Gorham, Michael	102 TALLMAN CT, RIDGEWAY, WI 53507	17:35	17:38
09/23/25	Missing Person	CFS25017699		13 - Aide, Dillin, 5 - Gunderson, Lin, 6 - Naeger, Brandon, 8 - Severson, Richard, RWFR - Ridgeway Fire Dept	CARLS, ETHAN CHRISTOPHER 205 CRETNEY ST, RIDGEWAY, WI 53582	14:34	14:48
09/23/25	EMS (Seizure)	CFS25017701		13 - Aide, Dillin, 83 - BARNEVELD AREA RESCUE SQUAD, RWFR - Ridgeway First Responder	301 RICHARDS ST, RIDGEWAY, WI 53582	14:37	17:04
09/26/25	Traffic Complaint	CFS25017903		13 - Aide, Dillin, 64 - Dunham, Eric	IVAN VORON 6688 US HIGHWAY 18-151, RIDGEWAY, WI 53582	11:17	11:26
09/26/25	Fraud	CFS25017940		715 - Gorham, Michael	BEIERSDORF, VICTORIA LEE 208 JARVIS ST, RIDGEWAY, WI 53582	20:23	20:59
09/28/25	Harassment	CFS25018073	SOP2501204	13 - Aide, Dillin	HURD, COURTNEY LEE 304 KIRBY ST, RIDGEWAY, WI 53582	17:00	17:46
09/30/25	Traffic Stop	CFS25018239		22 - Wotnoske, Richard	212 GROVE ST, RIDGEWAY, WI 53582	17:30	17:50
	Warrant Arrest/Attempt	CFS25016851	SOP2501126	12 - Okey, Jeffrey, 16 - Liddell, Alexes, 7 - Kennicker, Nathan	210 GROVE ST #203, RIDGEWAY, WI 53582	21:15	21:51

Date Description CFS Incident Report # Responder Personnel Caller/Address Dispatch Completed

**Total Records: 41**





# ART APPROVAL

PLEASE REVIEW AND APPROVE THE FOLLOWING:

- COLOR
- VERBIAGE
- LAYOUT/SIZE
- OVERALL GRAPHIC

THIS APPROVAL CONFIRMS THAT ALL MAJOR DESIGN WORK HAS BEEN COMPLETED AND ACCURATELY REFLECTS THE DIRECTION SPECIFIED BY THE CLIENT. THIS RENDERING REMAINS A CONCEPTUAL APPROXIMATION AS CUSTOM PRODUCTS ARE SUBJECT TO FINAL ENGINEERING INCLUDING HARDWARE PLACEMENT AND MINOR CHANGES RELATED TO STANDARDS AND MANUFACTURING CAPABILITIES. ANY CHANGES FOLLOWING THIS APPROVAL WILL IMPACT DELIVERY DATE AND WILL BE SUBJECT TO CHANGE ORDER.

SIGNATURE DATE

FRONT



BACK



**105\_1195843-01-01**  
 Ridgeway Spring Riders  
 CUSTOM SIT-IN SPRING RIDER



# ART APPROVAL

PLEASE REVIEW AND APPROVE THE FOLLOWING:

- COLOR
- VERBIAGE
- LAYOUT/SIZE
- OVERALL GRAPHIC

THIS APPROVAL CONFIRMS THAT ALL MAJOR DESIGN WORK HAS BEEN COMPLETED AND ACCURATELY REFLECTS THE DIRECTION SPECIFIED BY THE CLIENT. THIS RENDERING REMAINS A CONCEPTUAL APPROXIMATION AS CUSTOM PRODUCTS ARE SUBJECT TO FINAL ENGINEERING INCLUDING HARDWARE PLACEMENT AND MINOR CHANGES RELATED TO STANDARDS AND MANUFACTURING CAPABILITIES. ANY CHANGES FOLLOWING THIS APPROVAL WILL IMPACT DELIVERY DATE AND WILL BE SUBJECT TO CHANGE ORDER.

SIGNATURE

DATE

FRONT

BACK



**105\_1195843-01-01**  
 Ridgeway Spring Riders  
 CUSTOM SIT-IN SPRING RIDER

# Midwest Concrete LLC

Item 10.

903 Elliot St  
Dodgeville, WI 53533

midwest1303@gmail.com

608-935-1303

Fax 608-935-1355

		Sidewalk 9'X39'		
Village of Ridgeway 208 Jarvis St Ste A Ridgeway WI 53582			9/9/2025	3519
<h2>Estimate</h2>				
Sidewalk 4" Thick, 4000 PSI, Fibermesh, Sealed 9' X 39' Sidewalk (form & pour on existing gravel.)				2,400.00
<p>Our Bid only includes items listed in this estimate. All New Customers are required to submit a deposit equal to 50% of contract. Remaining balance due at completion. All balances over 60 days will start the intent to lien process. A 1.5% per month service charge will be added to all invoices over 30 days. Our proposal assumes that all grades are +/- 1" on New Construction. We do not include any pump charges (unless specified). If a pump is needed it will be an additional charge. Our estimate includes an initial sealant applied to your concrete. We cannot warranty scaling, popping or cracking. This proposal is good for 30 days from date on estimate.</p>				
			<b>Total</b>	<b>\$2,400.00</b>

*[Signature]* 9/9/25



550 E. State  
 Highway 153  
 Mosinee WI 54455  
 800-852-7415

Item 10.

# Quotation #QU-16758

Pavilion Pathway  
 09/30/2025

**Bill To**  
 Village of Ridgeway  
 208 Jarvis Street  
 Suite A  
 Ridgeway WI 53582

**Ship To**  
 Village of Ridgeway  
 206 Kirby St  
 Ridgeway WI 53582

Laurie  
 608-924-5881

[clerk@ridgewaywi.gov](mailto:clerk@ridgewaywi.gov)

Kafka Contact	Phone	Email
Mike Mezei	715-814-1731	<a href="mailto:mmezei@kafkagranite.com">mmezei@kafkagranite.com</a>

Lead Time	Est. Delivery Date	Shipping Method	Shipping Terms
1-2 weeks + shipping	TBD	LTL	Must have forklift or loading dock to offload

Quantity	Units	Item Number	Product Description	Unit Price	Line Total
4	TN	BEIBLE250-01W P	BEIGE BLEND WAX COATED PATHWAY MIX	\$360.00	\$1,440.00
4	TN		SUPERSACK BAGGING FEE	\$70.00	\$280.00
1	EA		LTL FREIGHT	\$791.00	\$791.00

**COMMENTS:**  
 Product yields approximately 100 sq ft per ton at 2" compacted. Do not install product when temps drop below 40 degrees.

**Subtotal** \$2,511.00

**Tax Total (5.5%)** \$0.00

**Total** \$2,511.00

**Customer Approval:** \_\_\_\_\_

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

\*Upon signing this quote Customer accepts and agrees to be bound by Kafka Granite, LLC General Terms and Conditions.



550 E. State  
Highway 153  
Mosinee WI 54455  
800-852-7415

Item 10.  
Quotation  
#QU-16758

Pavilion Pathway  
09/30/2025

## General Sales Terms and Conditions

**I. Term:** This quote is only valid for 30 days from the Quotation Date set forth on page 1 (the "Term")

**II. Entire Agreement/Orders:** No order for Kafka Granite LLC, ("KG") materials and services shall be binding until Customer signs the quote on page 1 and upon signing the quote on page 1, Customer accepts and agrees to be bound by these General Sales Terms and Conditions which shall void and supersede all prior agreements and terms and conditions between KG and Customer (except for Kafka Credit Terms and Conditions, if applicable) relating to the materials ordered herein and shall govern over any other prior or future agreements or terms and conditions unless these General Sales Terms and Conditions are expressly waived in writing by KG. No provision of these General Sales Terms and Conditions shall be subject to modification or change in any manner except as agreed to in a writing signed by KG.

**III. Quantities:** All quantities listed on this quote are estimates only. Customer is responsible for payment of actual quantities ordered at the unit prices contained in the quote, subject only to changes in the unit price for orders placed after expiration of the Term or as provided herein. KG is not responsible for excess material required to complete the Customer's project. KG does not take responsibility or liability for any factors that add or reduce the quantity of materials required for the project. When Customer determines additional material is required to complete the project it is the Customer's sole responsibility to notify KG, so additional material can be ordered. Customer shall not hold KG liable for any costs or delays associated with ordering additional material. Additional ordered material is subject to availability and price adjustments. All material quantities are based on a per ton unit, unless otherwise specified or requested in writing by the Customer.

**IV. Delivery and Receipt of Materials:** Upon receipt of shipment it is the Customer's or Customer's agent (contractor, representative, engineer, architect or other site manager) responsibility to fully inspect the materials for damage or other problems. Customer shall, at the time of delivery of furnished material, inspect the same and immediately report in writing to KG any shortages, damages or defects therein which are reasonably observable by proper inspection. Customer's failure to inspect and report any shortages, damages or defects as required shall be treated as Customer's unqualified acceptance of the material delivered. Method and route of shipment will be at the discretion of KG unless specified otherwise by Customer and agreed by KG, and any additional expense of the method or route of shipment specified by Customer shall be borne by Customer.

**a. Delivery Rates:** All prices are F.O.B. point of origin at Kafka Granite Crushing Facility located at 1188 Ridgeview Road, Mosinee, WI 54455 or Kafka Granite Stone Fabrication Shop located at 2288 West Highway 153, Mosinee, WI 54455 unless otherwise specified by KG. All orders are subject to delivery rate charges, and delivery rates are available upon request and are based upon the rate the day the quote is created. The delivery rate is subject to change based on the freight rate at time of delivery.

**b. Schedule** Unless otherwise agreed to in writing, KG shall have no responsibility or liability for material deliveries that do not meet Customer's sequencing or schedule requirements. Delivery dates provided by KG in advance of actual shipment are estimates and shall not be deemed to represent fixed or guaranteed delivery dates. For materials to be fabricated pursuant to shop, architectural, or engineering drawings, customer understands and agrees that KG will not commence fabrication until such drawings are approved by Customer's engineer or architect, and KG will have no liability for any delay related thereto.

**V. Payment** All payments are Cash-On-Delivery (C.O.D.) unless a deposit or prepayment is required or Customer has completed a Credit Application which has been approved by KG and not revoked. Customers with established credit have 30 days from the Date of Invoice to pay all balances listed on the invoice. KG retains all rights to extend or revoke credit, in KG's sole discretion and to require updated credit information. If delivery is deferred by Customer, payment shall be due in full when KG is prepared to deliver the materials. The materials may thereafter, at KG's option, be stored at the risk and expense of Customer.

**a. Special Orders:** All special orders require a minimum deposit of 50% of the quote price prior to the commencement of work. This deposit may be increased in KG's sole discretion.

**b. Failure to Pay:** In the event Customer fails to make payment in accordance with the provisions herein, KG: (1) shall be entitled to interest at the rate of 18% per annum, or the maximum rate allowed by law, whichever is greater; (2) reserves the right to stop production, fabrication, delivery, or fulfillment of Customer's order until full payment, plus interest has been received and verified; and (3) reserves the right to require prepayment from the Customer prior to any production, fabrication, delivery, or fulfillment.

**VI. Pricing:** All prices shall be specified by KG. Prices are subject to change without notice after the Term. KG reserves the right to invoice at prices in effect at time of delivery if delivery is requested after expiration of the Term.

**VII. Tax:** All orders shall include Sales Tax unless Customer has on file with KG or provides KG at the time of signing this quote, a valid exemption certificate. Customer must re-file exemption certificate with KG every calendar year.

**VIII. Cancellations:** Accepted quotes are NOT subject to cancellation, except with KG's written consent. Customer shall be responsible for all costs, charges or fees incurred by KG to process or fulfill the order up to the time of request for cancellation. In the event such cancellation is accepted including by KG, the costs, charges and fees may equal or exceed the full amount of the quote.



550 E. State  
Highway 153  
Mosinee WI 54455  
800-852-7415

Item 10.  
**Quotation**  
**#QU-16758**

Pavilion Pathway  
09/30/2025

**IX. Construction: Jurisdiction: Waiver of Jury Trial:** This quote shall be deemed to have been entered into and consummated in the State of Wisconsin and shall be governed by and construed pursuant to the laws, without regard to the law of conflicts, of the State of Wisconsin. The Marathon County Circuit Court in the State of Wisconsin shall have exclusive jurisdiction and venue over any dispute arising hereunder. To the fullest extent permitted by law, the right to a jury trial is waived by all parties.

**X. Attorneys Fees:** Customer is responsible to KG for all attorneys' fees and costs KG may incur in (a) enforcing any provision of this quote, or (b) in connection with the successful defense or settlement of any claim or demand made by Customer.

**XI. Liens and Claims:** To the fullest extent allowable by law KG retains all lien rights and claims against property or project for supplying materials to the Customer. Customer shall be fully responsible for all payments and claims. If Customer is not the Owner or responsible party for liens, then Customer will, on behalf of KG, notify all necessary parties to comply with all requirements under the law to establish and maintain KG's lien rights. Upon full payment KG will release all lien claims against Customer and the project.

**XII. Warranty:** Customer acknowledges that Customer has selected and ordered materials based on Customer's own skill and judgment and agrees that Customer is responsible for ensuring that the materials selected are fit for Customer's purpose. KG shall not be responsible for any selection made by Customer and will not have any liability to Customer for any loss, damages, costs or expenses suffered by Customer as a result thereof. KG warrants only that such goods have been produced in accord with KG's standard practices with regard to materials and workmanship and no samples or prior description of materials shall constitute an express warranty. If materials are nonconforming, KG, at its option will either (i) allow Customer to return the materials and receive a refund or (ii) repair or replace the materials. No materials are to be returned to KG without KG's prior written consent. KG HEREBY DISCLAIMS ANY AND ALL OTHER WARRANTIES EXPRESS OR IMPLIED INCLUDING ANY IMPLIED WARRANTY OF MERCHANTABILITY OR FITNESS FOR A PARTICULAR PURPOSE. KG shall have no obligation under this warranty if damage occurs because of improper handling, modification, abuse, or misapplication by Customer or others.

**XIII. Limitation of Liability:** KG's liability on any claim for loss or damage arising out of this transaction or from performance or breach thereof or connected with any materials or services supplied hereunder, or the sale, resale, operation or use of materials, whether based on breach of contract, warranty, tort (including but not limited to negligence, misrepresentation, and strict liability) or other grounds, shall not exceed the price allocable to such materials or services or part thereof involved in the claim, regardless of cause or fault. Customer's remedies are limited to the return of nonconforming goods materials and repayment of the price, or to the repair and replacement of non-conforming goods subject to the provisions of Paragraph XII. This limitation of liability and remedies reflects a deliberate and bargained-for allocation of risks between KG and Customer and constitutes the basis of the parties' bargain, without which KG would not have agreed to the price or terms of this transaction.

**XIV. Waiver of Consequential Damages:** KG shall not under any circumstances be liable, whether as a result of breach of contract, warranty, tort (including but not limited to negligence, misrepresentation, and strict liability) or other grounds for incidental, special or consequential damages including, but not limited to, loss of profits or revenue, loss of use of goods, materials, equipment or associated products, business interruption, cost of capital, cost of substitute materials, facilities or services, downtime costs, liquidated or delay damages, or claims of clients or customers of Customer for such damage.

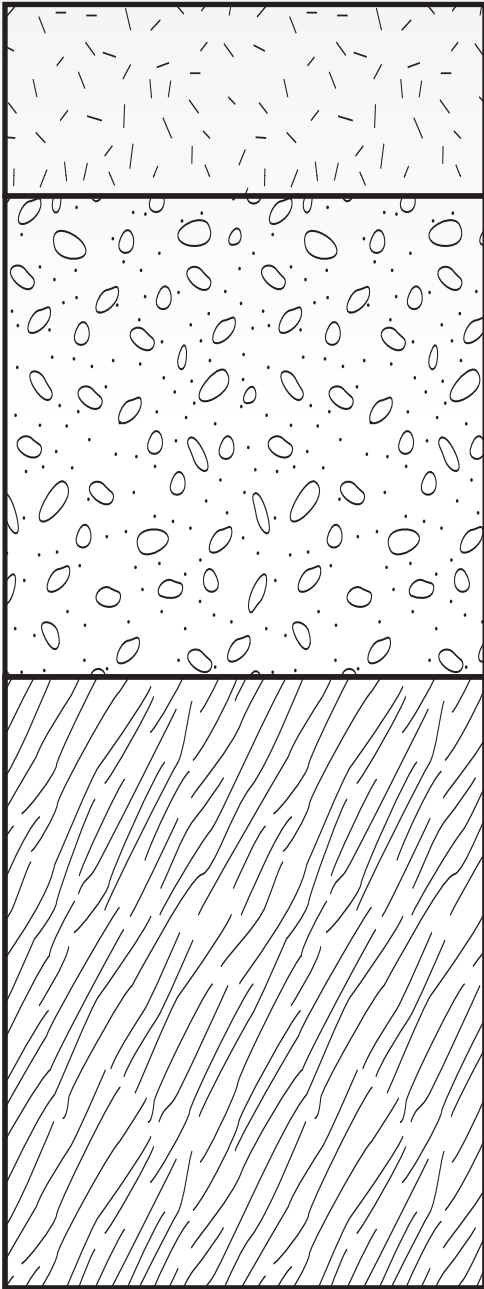
**XV. Indemnification:** Customer shall indemnify, defend, and hold harmless KG from and against all claims, liabilities, costs and expenses (including, but not limited to, those related to injury or to death of Customer's employees) arising from or connected with the possession, handling, incorporation into construction, or other use of the materials by Customer or others. Customer also agrees to indemnify, defend, and hold harmless KG from any patent or other intellectual property claims related to any KG materials made in accordance with designs or specifications of Customer or provided by Customer in relation to Customer's project.

**Customer Approval:** \_\_\_\_\_ **Date:** \_\_\_\_\_



Natural Stone. Groundbreaking Solutions.

# KAFKA PATHWAY MIX INSTALLATION CROSS-SECTION



**STANDARD/STABILIZED MIX**

3" Compacted for Pedestrians  
4" Compacted for Vehicles  
Installed as Specified

**WAX POLYMER MIX**

2" Compacted for Pedestrians/Golf Carts  
3" Compacted for Vehicles  
Installed as Specified

**LOCAL DOT ROAD BASE MATERIAL**

4" to 6" Compacted for Pedestrians  
8" to 12" Compacted for Vehicles

**COMPACTED SUBGRADE**



## SECTION 32 15 43

### POLYMER-BASED DECOMPOSED GRANITE PAVING

**NOTE:** These specifications were current at the time of publication but are subject to change at any time without notice. Please confirm the accuracy of these specifications with the manufacturer and/or distributor prior to installation.

#### PART 1 – GENERAL

##### 1.01 SUMMARY

**Specifier Note:** Retain or delete material(s) below to conform to project requirements.

###### A. Section Includes:

1. Naturally occurring decomposed granite and crushed stone paving mix set in a polymer binder matrix as shown on Drawings and specified herein. **[Include subbase, edging and related accessories.]**

###### B. Related Sections:

1. Section 31 22 00 "Grading".

**Specifier Note:** Article below may be omitted when specifying manufacturer's proprietary products and recommended installation. Retain Reference Article when specifying products and installation by an industry reference standard. If retained, list standard(s) referenced in this section. Conditions of the Contract or Section 01 42 19 - Reference Standards may establish the edition date of standards. This article does not require compliance with standard, but is merely a listing of references used. Article below should list only those industry standards referenced in this section.

##### 1.02 REFERENCES

- A. ASTM C136 – Standard Test Method for Sieve Analysis of Fine and Coarse Aggregates.
- B. ASTM D448 – Standard Classification for Sizes of Aggregate for Road and Bridge Construction.

**Specifier Note:** Article/Paragraphs below includes submittal of relevant data to be furnished by Contractor, either before, during or after construction. Coordinate Article/Paragraphs with Architects and Contractors duties and responsibilities in Conditions of the Contract and Section.

##### 1.03 ACTION SUBMITTALS

- A. Comply with Section 01 33 00.
- B. Shop Drawings: Submit plan layout of all polymer-based decomposed granite paving areas and detail drawings showing the various components of the paving system, **[including subbase, and edging]**.
- C. Product Data: Manufacturer's literature completely describing all components of the polymer-based decomposed granite paving system, including:
  - 1. Preparation instructions and recommendations.
  - 2. Installation methods and application procedures.
- D. Samples for Verification:
  - 1. Submit samples of each of the following:
    - a. Three pound sample of each type and color of polymer-based decomposed granite paving material.

**Specifier Note: Edging material is optional, delete if not required.**

- b. Edging material, each type not less than 12 inches long.

E. Certification:

- 1. Manufacturer and Installer Qualifications.

#### 1.04 LEED REQUIREMENTS

**Specifier Note: SUSTAINABILITY: LEED: Use the following paragraphs when LEED Submittals are required.**

- A. LEED Submittals: In accordance with [LEED] [and] [Section 01 35 21 LEED Requirements] [\_\_\_\_\_].
  - 1. Submit required letters, calculations, spreadsheets and templates prepared by [Engineer] [Consultant] [Architect] [\_\_\_\_\_] for submitting to USGBC for Credit Interpretation Requests.
  - 2. Submit Project Materials and Cost Data: Provide statement for total cost for building materials used for Project.

**Specifier Note: SUSTAINABILITY: LEED v.4**

- 3. Materials and Resources Credit: MRc Building Product Disclosure and Optimization – Sourcing of Raw Materials: Submit product data and certification letter(s) of proposed materials with recycled content.

**Specifier Note: Article below should include prerequisites, standards, limitations and criteria, which establish an overall level of quality for products and workmanship for this section. Coordinate article below with Division 01 Quality Assurance Section.**

#### 1.05 QUALITY ASSURANCE

- A. Comply with Section 01 40 00.
- B. Manufacturer: Company specializing in manufacturing Work of this Section with minimum 25 years documented experience.

- C. Single Source Responsibility: Obtain each type of polymer-based decomposed granite paving from single manufacturer.

**Specifier Note: Include a mock-up, if the project size and/or complexity of the work require installation to be approved by Landscape Architect.**

- D. Mock Up: Provide a mock-up for evaluation of surface preparation, installation techniques and quality of application.
1. Install a 4-foot x 4-foot minimum of polymer-based decomposed granite paving, [**including subbase course and edging,**] at location approved by Landscape Architect.
  2. Do not proceed with remaining work until installation of polymer-based decomposed granite paving is approved by Landscape Architect.
  3. Approved mock-up may remain as part of completed Work.

#### 1.06 DELIVERY, STORAGE, AND HANDLING

- A. Comply with Section 01 60 00.

**Specifier Note: Retain or delete paragraph(s) below to conform to size and scale of project requirements.**

- B. Bagged Materials: Accept delivery of materials only in unopened and undamaged containers bearing the brand name and manufacturer's identification.
- C. Bulk Materials: Each load of bulk paving materials arriving at the job site shall be accompanied by a delivery ticket containing the following minimum information:
1. Quarry of origin.
  2. Amount, weight and type of material.
  3. Brand name and manufacturer's identification.
- D. Protect polymer-based decomposed granite paving materials from contamination until ready for installation. Store under cover.

#### 1.07 PROJECT CONDITIONS

- A. Surfaces to receive polymer-based decomposed granite paving shall be frost free and free of oil or any other foreign matter, which may impair the proper installation of the paving system.
- B. Do not install polymer-based decomposed granite paving when subbase course is muddy or saturated with standing water.
- C. Perform work in dry weather when subgrade is sufficiently stable to be properly compacted.

### PART 2 – PRODUCTS

#### 2.01 ACCEPTABLE MANUFACTURER

- A. Manufacturer: Provide "Wax Polymer Pathway Mix" polymer-based decomposed granite paving system by the following:

Kafka Granite, LLC  
550 East Hwy 153  
Mosinee, WI 54455  
Tel: (800) 852-7415 (Toll Free)  
Tel: (715) 687-2423 (Local)  
Fax: (715) 687-2395  
Email: [kafka@kafkagranite.com](mailto:kafka@kafkagranite.com)  
Web: [www.kafkagranite.com](http://www.kafkagranite.com)

**Specifier Note: Delete one of the following two paragraphs.**

- B. Substitutions: Not permitted.
- C. Requests for substitutions will be considered in accordance with provisions of Section 01 25 00.

2.02 POLYMER-BASED DECOMPOSED GRANITE PAVING MATERIALS

**Specifier Note: Retain Recycled Content paragraph below if required for LEED. Coordinate with manufacturer to obtain required amount prior to specifying.**

- A. Recycled Content of Decomposed Granite or Crushed Stone Surfacing Materials:  
[50%][75%][100%][\_\_%]
- B. Decomposed Granite and Crushed Stone Aggregate: Provide high quality materials consisting of sound, angular, durable stone particles, free from clay lumps, organic materials, frozen materials, or other deleterious substances.
  - 1. Gradation: Manufacturer’s standard mix of well-graded materials in accordance with ASTM C136. Blends of coarse sand and rock dust are not acceptable.

Wax Polymer Pathway Optimal Gradation		
Sieve	Sieve Size (mm)	Percent Passing
3/8"	9.51	100%
#4	4.76	80-100%
#8	2.36	60-90%
#16	1.18	40-60%
#30	0.6	25-55%
#50	0.3	15-35%
#100	0.149	15-25%
#200	0.074	10-20%

- C. Wax Polymer Binder: Manufacturer’s standard engineered paraffinic hydrocarbon wax suitable for waterless, dustless, sealed, non-permeable applications over high-traffic areas and steeply graded hills.
- D. Factory Blended Mix:
  - 1. General: Manufacturer’s proprietary mix of decomposed granite aggregate and wax polymer binder in proportional batches suitable for the installation of pedestrian paths and vehicular drives.

2. Mixing and Handling: At the batch plant facility, heat wax polymer binder in accordance with wax manufacturer's recommendations and blend with aggregate at the batch plant facility and shipped to the job site in bulk or super sacks.
3. Pedestrian Paths and Vehicular Drives: Mix 12 – 18 lbs. of wax polymer binder per 2000 lbs. of aggregate. Manufacturer to adjust mix as required for the type of aggregate selected and the application.

**Specifier Note: Subbase course aggregate is generally not required; native soil (subgrade) may be compacted to specified density. If native soil is sand or other unsuitable material, retain paragraph(s) below.**

### 2.03 SUBBASE COURSE MATERIALS

- A. Comply with MTO OPSS 1010 – “Material Specification for Aggregates – Granular A, B, M and Select Subgrade Material” specification for Granular A material.
  1. Road Base Material: Also known as road rock, road gravel, aggregate base, AB, asphalt base and 3/4" minus. In California the standard is set by Cal Trans and most common is 3/4" aggregate base Class 2.

### 2.04 ACCESSORIES

- A. Water: Clean and potable, free from contaminants that would discolor or be deleterious to the polymer-based decomposed granite paving.

**Specifier Note: Edging is optional, but not required; select below paragraph if edging is desired.**

- B. Steel Edging: 3/16-inch thick x 4-inch deep with overlapping joints.
  1. Stakes: 3/16-inch x 16-inch long x 1 3/4-inch wide at top tapering to point at bottom; locate at 36-inch on center maximum.
- C. Herbicide: Commercial chemical for weed control, registered by the EPA, and not classified as "restricted use" for locations and conditions of application. Application of the herbicide shall pose no short or long term health threats to the installer or the general public.

## PART 3 – EXECUTION

**Specifier Note: Paragraph below is an addition to CSI Section Format. Retain or delete paragraph(s) below to conform to project requirements.**

### 3.01 EXAMINATION

- A. Examine areas and conditions under which Work of this Section will be performed. Notify Landscape Architect of unsatisfactory preparation before proceeding.
- B. Correct conditions detrimental to timely and proper completion of Work.
- C. Do not proceed until unsatisfactory conditions are corrected.
- D. Lay out work prior to the commencement of installation.

### 3.02 PREPARATION

- A. Excavation: Excavate to depth required so edges of polymer-based decomposed granite paving will match adjacent grades and have a maximum cross-slope of 2 percent. Ensure edges and bottom of excavation are in a smooth and even line.
- B. Subgrade Preparation: Plow, harrow and mix the entire surface of the in-place subgrade to a depth of at least 6-inches. After the material has been thoroughly mixed, the subgrade shall be brought to line and grade and compacted to 95% of the maximum laboratory dry density as determined by the Standard Proctor test.
- C. Herbicide: Apply herbicide per manufacturer's written instructions. Limit the application to the area to receive polymer-based decomposed granite paving.

Specifier Note: Subbase course aggregate is generally not required; native soil (subgrade) may be compacted to specified density. If native soil is sand or other unsuitable material, retain paragraph(s) below.

- D. Subbase Course Preparation: Place the subbase coarse aggregate free from ridges, depressions or hollows. Rake and compact to 95% Standard Proctor Density.

### 3.03 INSTALLATION

- A. Steel Edging: Install edging flush with the top of the polymer-based decomposed granite paving. Provide sufficient stakes to secure edging in place during and after installation of the polymer-based decomposed granite paving.
- B. Subgrade: Proof-roll the subgrade with heavy pneumatic-tired equipment to locate unstable areas and to identify soft pockets and areas of excess yielding. Do not proof-roll wet or saturated subgrades.
  - 1. Excavate soft spots, unsatisfactory soils, and areas of excessive rutting, and replace with compacted backfill as directed by Landscape Architect.
  - 2. The surface of the completed subgrade shall be bladed to a smooth and uniform texture.
  - 3. The finished subgrade shall be uniform and free from deleterious debris such as organic materials, nails, stones and loose soil.
  - 4. Prior to placement of polymer-based decomposed granite paving, presoak all areas of application.

Specifier Note: Subbase course aggregate is generally not required; native soil (subgrade) may be compacted to specified density. If native soil is sand or other unsuitable material, retain paragraph(s) below.

- C. Subbase: Install aggregate subbase to a compacted depth of 4 to 6-inches minimum for pedestrian traffic, and 8 to 12-inches minimum for vehicular traffic in accordance with manufacturer's recommendations. Install the subbase in multiple 3 to 4-inch lifts, and compact to a minimum 95% density.
- D. Compaction: Compact each lift of the subgrade, [**subbase**] and polymer-based decomposed granite paving materials with a one to three-ton roller or compactor. In small areas that are difficult to access with compaction equipment, hand tamping may be performed with multiple passes to achieve the required density.

### 3.04 INSTALLATION OF POLYMER-BASED DECOMPOSED GRANITE PAVING

- A. Spread polymer-based decomposed granite paving material as required to achieve a uniform smooth finish. Spread the pathway mix evenly and smoothly before compacting. Screed if possible. Paving machine optional. In general, to achieve a final depth of 3-inches compacted, place wax polymer-based paving material to a loose depth of 4-inches. Allow for 20-25% compaction.

1. Mist the area lightly with water before compacting to help prevent material from sticking to the roller.
- B. Roll and compact each lift to form a uniform, smooth surface with a cross slope of 1.5% minimum and 2% maximum. Compact each lift to a minimum 95% density.
- C. Grade and smooth to the required elevation; compact final lift with 1-3 ton drum roller or compactor.
- D. Minimum Compacted Thickness:
  1. Pedestrian Paths: 2-inches.
  2. Vehicular Drives and Roadways: 3-inches.
- E. Surface shall follow grades per plans. Crown flat areas for drainage; slope 1.5% minimum to drain away from structures.
- F. Completed surface shall be of consistent quality and shall not have depressions or humps greater than 1/4-inch in 10-feet.

### 3.05 INSTALLATION TOLERANCES

- A. Polymer-Based Decomposed Granite Paving Thickness: Allow for 20-25% compaction:
  1. Subbase Course: Plus or minus 1/2-inch.
  2. Surface Course: Plus 1/4-inch, no minus.
- B. Polymer-Based Decomposed Granite Paving Smoothness
  1. Produce a surface smoothness within 1/4-inch tolerance when measured with a 10-foot straightedge.
  2. Crowned Surfaces: Test with crowned template centered and at right angle to crown. Maximum allowed variance from template is 1/4-inch.

### 3.06 CLEAN-UP AND PROTECTION

- A. Thoroughly clean all areas where work has occurred. Remove from site excess material, debris and rubbish.
- B. Take all precautions necessary to protect completed work until Substantial Completion of project.

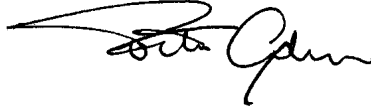
**END OF SECTION**

## ASTM F 1951-14 Surface Testing Report

Standard Specification for Determination of Accessibility of  
Surface Systems Under and Around Playground Equipment

### SUMMARY OF RESULTS

Beneficial Designs, Inc. received a surfacing sample from **Kafka Granite, LLC** classified as surface stabilizer with the brand name **Wax Polymer Pathway Mix**. This sample of Wax Polymer Pathway Mix **met** the maneuverability performance requirements of ASTM F 1951-14.



Report prepared by:

Peter Axelson, Testing Supervisor

14 October 2020

Date

### TEST SPECIMEN

Manufacturer **Kafka Granite, LLC**  
Name **Wax Polymer Pathway Mix**

Type surface stabilizer  
Source Kafka Granite  
Mfr's lot no. Unknown  
Date of manufacture Unknown  
Thickness 3.5 Inches

### TEST DATE

9 October 2020

### TESTING CONDITIONS

Surface temperature 75 deg F  
Atmospheric temperature 75 deg F  
Relative humidity 11 %

### INSTALLATION, LEVELING & COMPACTION

Excavate approx. 2 inches of material out of test bed location; slightly wet and compact base with vibratory plate compactor, verified base cross slope is between 1.5 and 2 percent, verified base grade is at 1.5 percent.

Spread polymer-based decomposed granite (PMDG) across the test bed until a thickness of approx. 2 to 3 inches was achieved. Compact the PMDG with a vibratory plate compactor until the entire surface looked uniformly "paved". Fill and spread an additional 2 inches of PMDG across the test bed. Compact the PMDG until the entire surface looked uniformly "paved". Fill low spots and perform final compaction. Final compacted depth of product is 3.5 inches.

### TEST WHEELCHAIR & RIDER

Manufacturer Sunrise Medical/Quickie  
ID no. none  
Model Quickie II  
Weight 31.5 lb.

Weight of test wheelchair rider 168 lb.  
Front-to-rear weight distribution  
of wheelchair-rider system 40% - 60 %

**WHEELCHAIR WORK MEASUREMENT METHOD RESULTS****Straight Propulsion on Wax Polymer Pathway Mix**

	Work per meter (N*m)	Trial Time (sec)
Trial 1	17.6	7.4
Trial 2	16.8	7.3
Trial 3	17.5	6.8
Trial 4	17.7	7.0
Trial 5	15.9	7.2

**Average work per meter (n=3) 17.3 N\*m**

**Turning on Wax Polymer Pathway Mix**

	Work per meter (N*m)	Trial Time (sec)
Trial 1	24.6	7.6
Trial 2	24.2	7.4
Trial 3	24.9	7.1
Trial 4	23.4	7.0
Trial 5	25.4	7.3

**Average work per meter (n=3) 24.6 N\*m**

**Straight Propulsion on 7.1% Ramp\***

	Work per meter (N*m)	Trial Time (sec)
Trial 1	80.0	7.5
Trial 2	77.1	7.4
Trial 3	75.5	7.7
Trial 4	80.2	7.7
Trial 5	75.2	7.8

**Average work per meter (n=3) 77.5 N\*m**

**Turning on 7.1% Ramp\***

	Work per meter (N*m)	Trial Time (sec)
Trial 1	61.1	7.9
Trial 2	60.0	7.6
Trial 3	61.2	7.9
Trial 4	61.2	7.5
Trial 5	60.2	7.7

**Average work per meter (n=3) 60.8 N\*m**

\* Hard smooth surface with grade of 7.1+/-0.2% (1:14)

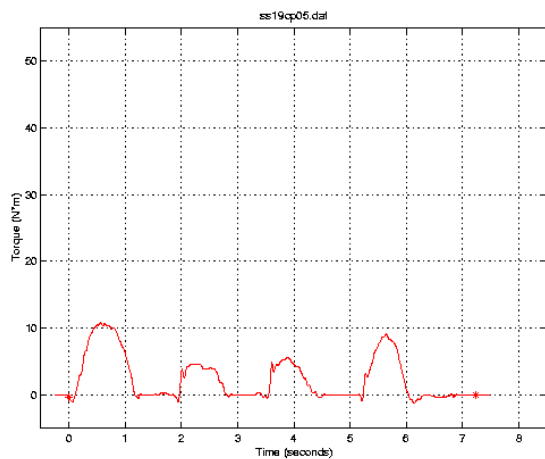
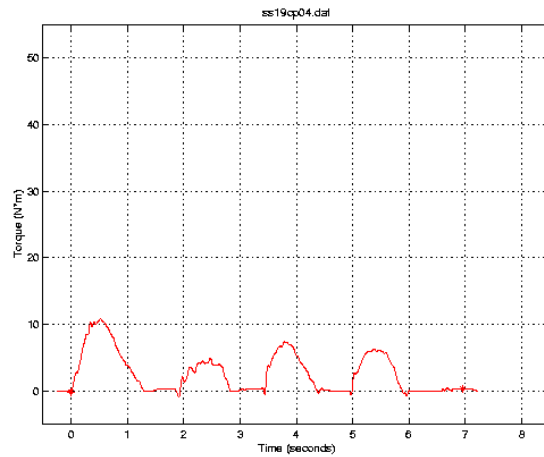
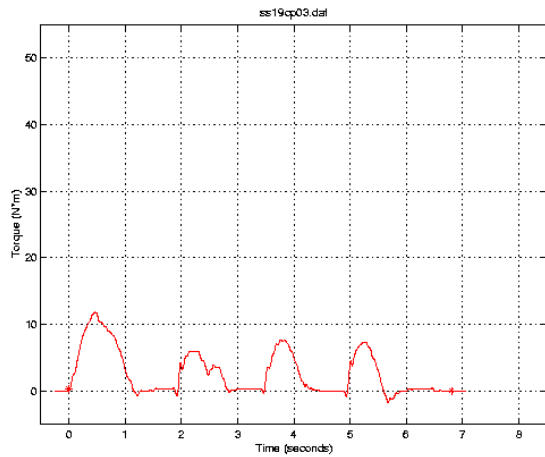
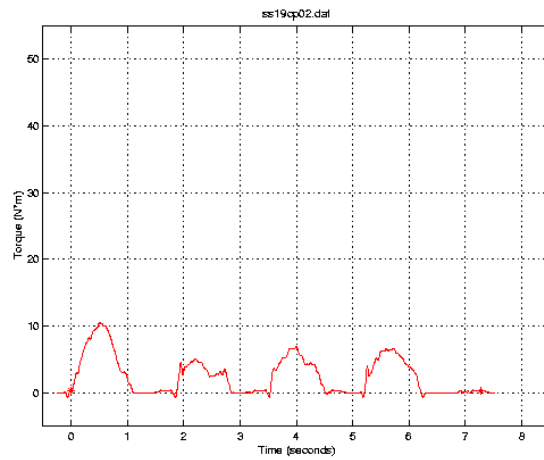
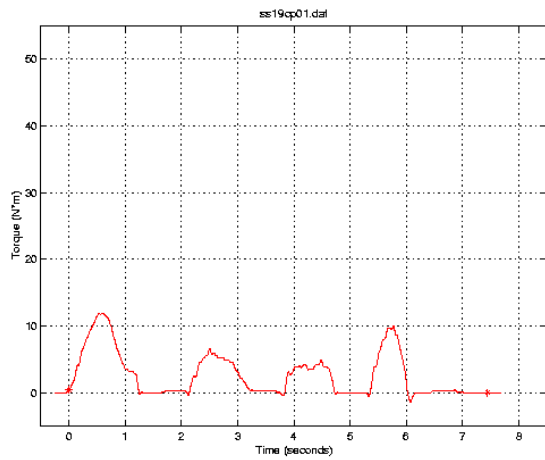
**Straight Propulsion Work Ratio 0.223**

**Turning Work Ratio 0.404**

Work ratio = Avg work on surface/Avg work on 7.1% ramp. If both the straight propulsion and turning work ratios are less than 1.00, the surface system meets the performance requirements of F 1951.

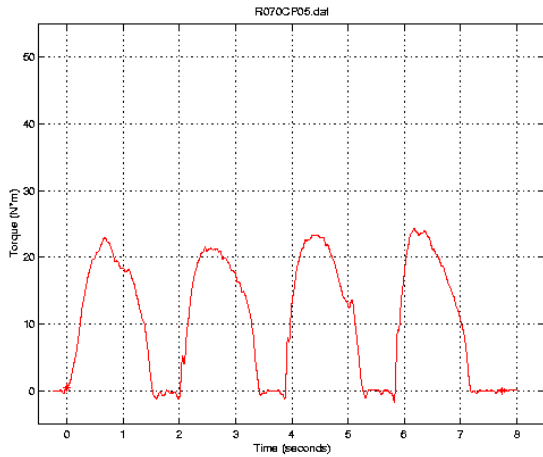
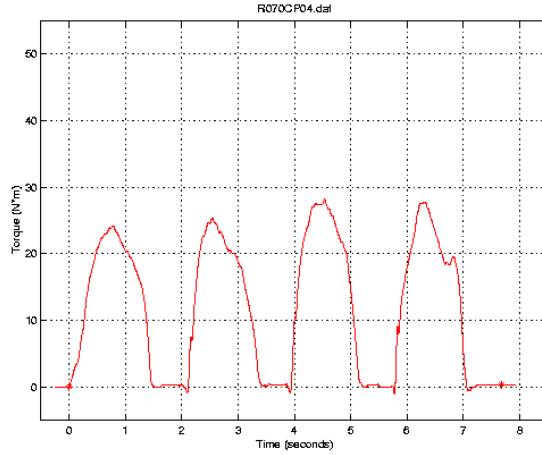
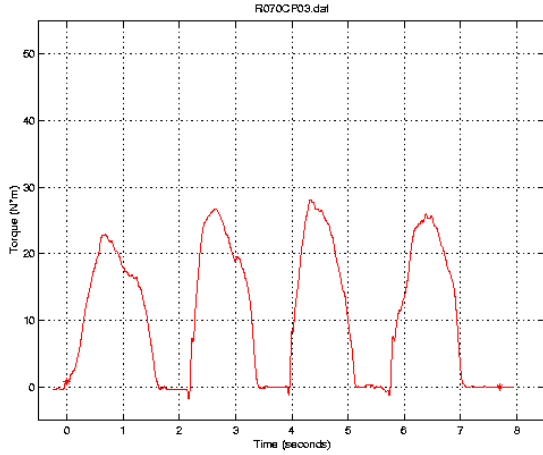
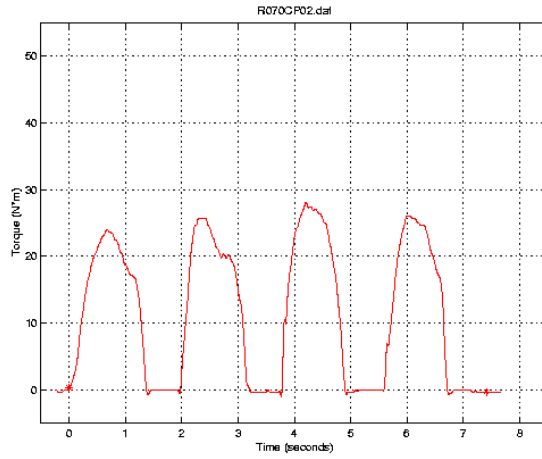
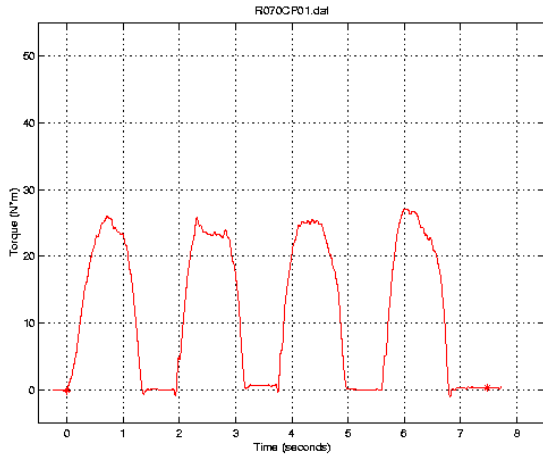
# ASTM F1951 – 08 Part 6: Wheelchair Work Measurement Method – Straight Propulsion

## Kafka Granite – Wax Polymer Pathway Mix

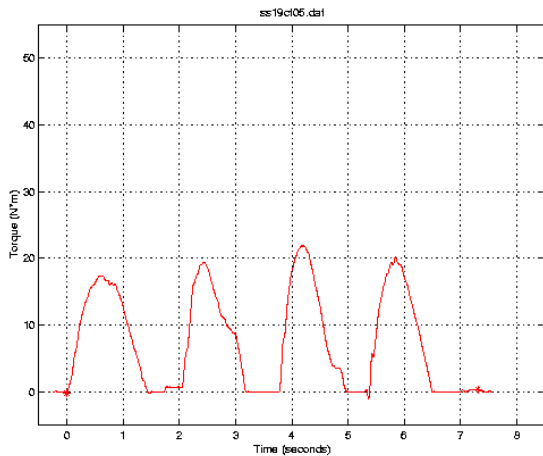
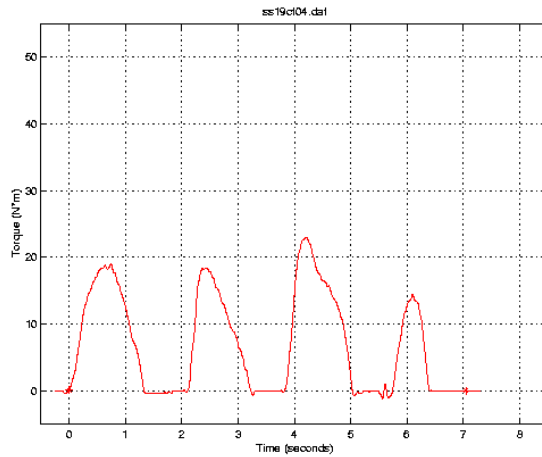
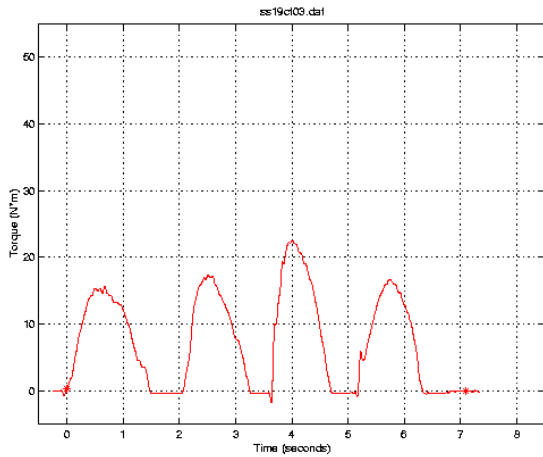
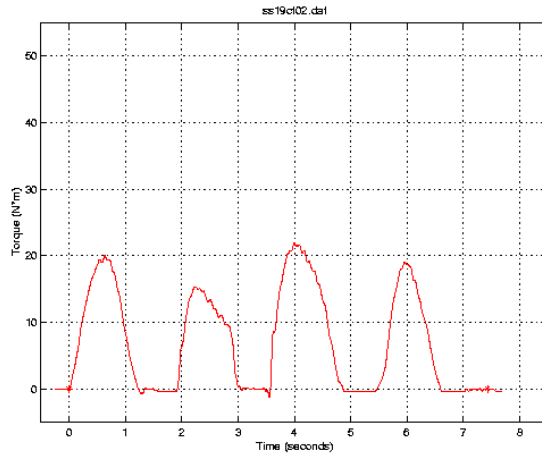
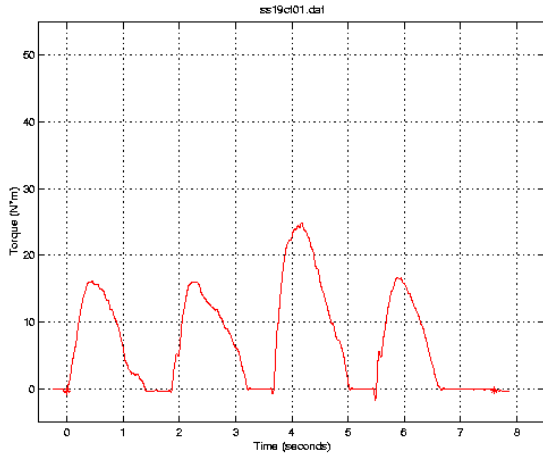


# ASTM F1951 – 08 Part 6: Wheelchair Work Measurement Method – Straight Propulsion

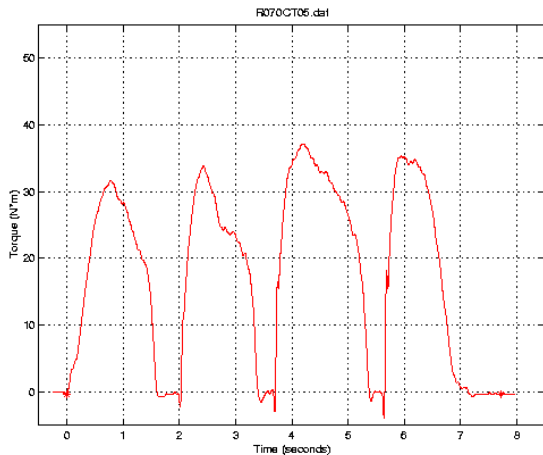
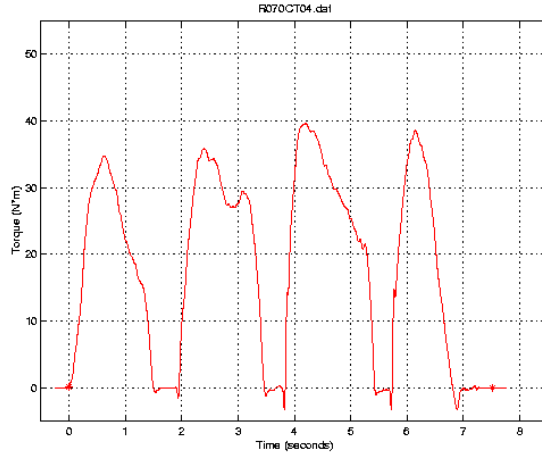
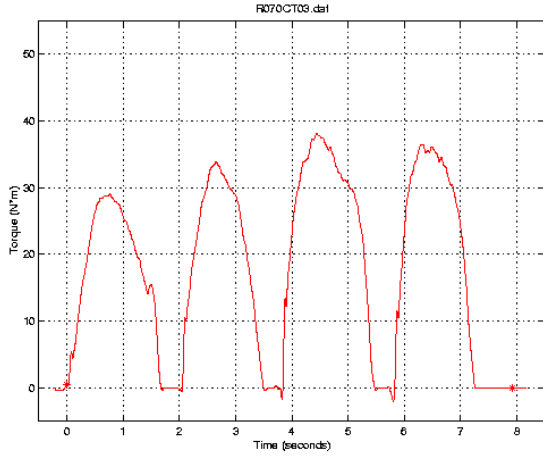
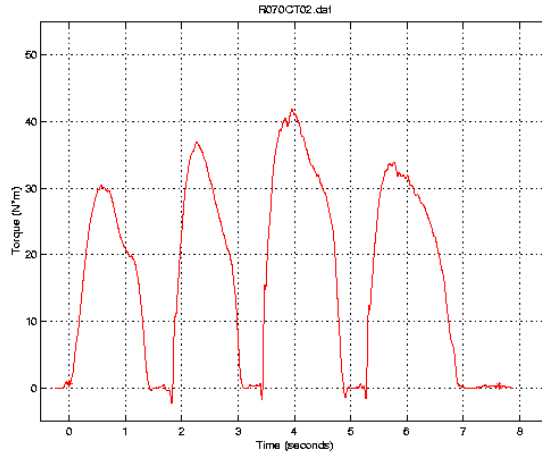
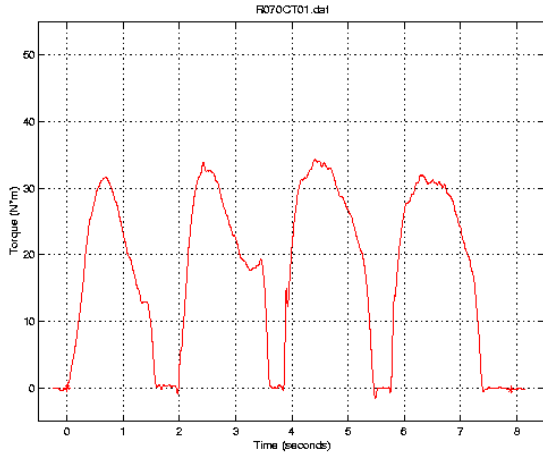
Hard, smooth surface with a grade of  $7.1 \pm 0.2\%$  (1:14)



# ASTM F1951 – 08 Part 7: Wheelchair Work Measurement Method – Turning Kafka Granite – Wax Polymer Pathway Mix



# ASTM F1951 – 08 Part 7: Wheelchair Work Measurement Method – Turning Hard, smooth surface with a grade of $7.1 \pm 0.2\%$ (1:14)



# SCOTT

CONSTRUCTION, INC.

ASPHALT SURFACING SINCE 1926

Item 11.

ROADS • STREETS • HIGHWAYS • DRIVEWAYS • PARKING LOTS

www.scottconstruct.com

Ph. 608-254-2555

In WI: 800-843-1556

Fax: 608-254-2249

P.O. BOX 340 LAKE DELTON, WI 53940

"An Equal Opportunity Employer."

Submitted To:	Contact:	Proposal/Date:
VILLAGE OF RIDGEWAY	C/O KEVIN MECKLEY	
IOWA COUNTY	STREET/PARK DEPT	S0250335
113 DOUGHERTY COURT	608-574-0994	9/3/2025
RIDGEWAY, WI 53582	prevailing wage determination number:	None Provided

## Asphaltic Chip Seal Surfacing for Pavement Maintenance and Preservation

Includes men and equipment to sign work zone and thoroughly clean existing pavement with a combination self-propelled power broom/mechanical blower, furnish cold mix patch material and pot hole hand patch prior to chip seal surfacing.

PG 58-28 5% Cut Back Liquid Asphalt blended at a State of Wisconsin and AASHTO certified liquid asphalt production facility: furnished, heated to 350 degrees F and applied in a single pass up to 24 feet wide.

Scott Construction Inc. to furnish, load, haul and place cover aggregate, in a single pass up to 24 feet wide, using a self-propelled chip spreader and compact using a rubber tire and/or combination rubber tire/steel wheel self-propelled roller.

### 2026 CHIP SEAL ESTIMATES USING 3/8 DARK GRANITE

COMMUNITY BUILDING BACK LOT . . . . . \$7,355.00 (INCLUDES DOUBLE SEAL)

JARVIS/PIERCE ST . . . . . \$15,095.00 (INCLUDES DOUBLE SEAL ON PIERCE)

CRETNEY ST . . . . . \$18,050.00 (INCLUDES DOUBLE SEAL BETWEEN KIRBY AND PARK)

### ONE YEAR WARRANTY ON ALL CHIP SEAL WORKMANSHIP FROM DATE OF PLACEMENT

If SCI determines the scope and/or quantity of work to be performed under contract differs from this proposal, SCI retains the right to price adjust prior to commencement of the work.

Payment Terms: Net 30

NOTE: This proposal may be withdrawn by us if not accepted within 10 days of issue date.

**Acceptance of Proposal** - - The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payment will be made as outlined above.

Date of Acceptance: \_\_\_\_\_

Customer Signature(s): \_\_\_\_\_

SCI Representative Signature: \_\_\_\_\_ JAMES WAKUP

# SCOTT

CONSTRUCTION, INC.

ASPHALT SURFACING SINCE 1926

Item 11.

ROADS • STREETS • HIGHWAYS • DRIVEWAYS • PARKING LOTS

www.scottconstruct.com Ph. 608-254-2555 In WI: 800-843-1556 Fax: 608-254-2249

P.O. BOX 340 LAKE DELTON, WI 53940

"An Equal Opportunity Employer."

Submitted To:	Contact:	Proposal/Date:
VILLAGE OF RIDGEWAY	C/O KEVIN MECKLEY	
IOWA COUNTY	STREET/PARK DEPT	S0250335
113 DOUGHERTY COURT	608-574-0994	10/10/2025
RIDGEWAY, WI 53582	prevailing wage determination number:	None Provided

### Asphaltic Chip Seal Surfacing for Pavement Maintenance and Preservation

Includes men and equipment to sign work zone and thoroughly clean existing pavement with a combination self-propelled power broom/mechanical blower, furnish cold mix patch material and pothole hand patch prior to chip seal surfacing.

Emulsified Liquid Asphalt blended at a State of Wisconsin and AASHTO certified liquid asphalt production facility: furnished, heated to 180 degrees F and applied in a single pass up to 24 feet wide.

Scott Construction Inc. to furnish, load, haul and place cover aggregate, in a single pass up to 24 feet wide, using a self-propelled chip spreader and compact using a rubber tire and/or combination rubber tire/steel wheel self-propelled roller.

### 2026 CHIP SEAL ESTIMATES USING 3/8 DARK GRANITE

- LORRAINE CT (TERNES TO LOOP) . . . . . \$6,935.00 (DOUBLE SEAL)
- COLLINS ST (QUINN TO BIER) . . . . . \$4,305.00
- BIER ST (COLLINS TO TERNES) . . . . . \$2,395.00
- TERNES CT (LORRAINE TO BIER, LORRAINE TO END) . . . . \$7,960.00 (INCLUDES 4 DOUBLE SEAL SPOTS)
- QUINN/THEOBALD ST (TERNES TO END) . . . . \$8,165.00 (INCLUDES 5 DOUBLE SEAL SPOTS)

**TOTAL \$29,760.00**

### ONE YEAR WARRANTY ON ALL CHIP SEAL WORKMANSHIP FROM DATE OF PLACEMENT

If SCI determines the scope and/or quantity of work to be performed under contract differs from this proposal, SCI retains the right to price adjust prior to commencement of the work.

Payment Terms: Net 30

NOTE: This proposal may be withdrawn by us if not accepted within 10 days from issue date.

**Acceptance of Proposal** - - The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payment will be made as outlined above.

Date of Acceptance: \_\_\_\_\_

Customer Signature(s): \_\_\_\_\_

SCI Representative Signature: \_\_\_\_\_ JAMES WAKUP



11208 JOHN GALT BLVD  
 OMAHA, NE 68137-2364  
 (402) 593-0101

# Sales Order Agreement

B.O. #: 4466

1st Election Date: February 17, 2026

Estimated Delivery Date: January 2026

Customer Contact, Title: Lori Phelan - Village Clerk

Phone Number: 608-924-5881

Customer Name: Village of Ridgeway, Wisconsin (Iowa County)

Fax Number: N/A

Bill To: \_\_\_\_\_

Ship To: \_\_\_\_\_

Village of Ridgeway, Wisconsin (Iowa County)

Iowa County, Wisconsin

Lori Phelan - Village Clerk

County Clerk

208 Jarvis Street

222 N. Iowa Street

Ridgeway, WI 53582

Dodgeville, WI 53533

<u>Item</u>	<u>Description</u>	<u>Qty</u>	<u>Price</u>	<u>Total</u>
1	<b>DS200 Poll Place Scanner and Tabulator:</b> Model DS200 Scanner with Internal Backup Battery, Plastic Ballot Box with Removable Carrying Case, Paper Roll, and One (1) 4GB Thumb Drive	1	\$6,820.00	\$6,820.00
2	4GB Thumb Drive (Additional)	1	\$115.00	\$115.00
3	<b>ExpressVote Universal Voting System:</b> ExpressVote 2.1 BMD with Internal Backup Battery, ADA Keypad, Headphones, Power Supply with AC Cord, and One (1) 4GB Thumb Drive	1	\$3,660.00	\$3,660.00
4	ExpressVote 2.1 BMD Soft-Sided Case	1	\$250.00	\$250.00
5	DS200 Equipment Installation	1	\$150.00	\$150.00
6	ExpressVote BMD Equipment Installation	1	\$140.00	\$140.00
7	Shipping Shipping & Handling	1	\$420.00	\$420.00
<b>Order Subtotal</b>				<b>\$ 11,555.00</b>
<b>Customer Discount</b>				<b>(\$1,056.00)</b>
<b>Order Total</b>				<b>\$ 10,499.00</b>

Kyle Weber  
Regional Sales Manager

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

\_\_\_\_\_  
V.P. of Finance Date

\_\_\_\_\_  
Title

<b>Payment Terms</b>	100% of Order Total due Thirty (30) Calendar Days after the later of (a) Equipment Delivery, or (b) Receipt of Corresponding ES&S Invoice. Invoices are due net 30 from invoice date. Note 1: Any applicable state and local taxes are not included, and are the responsibility of the Customer.
<b>Warranty Period (Years):</b>	One (1) Year from Equipment Delivery
<b>Hardware Maintenance and Software License, Maintenance and Support Services (Post-Warranty Period)</b>	
The terms, conditions, and pricing for the Hardware Maintenance and Software License, Maintenance and Support Services (Post-Warranty Period) are set forth in Exhibit A attached hereto.	
SEE GENERAL TERMS	

## GENERAL TERMS

## 1. Definitions:

All capitalized terms used, but not otherwise defined, in these Hardware Purchase and Software License Terms ("General Terms") or in an Exhibit shall have the following meanings:

- a. "Documentation" means any and all written or electronic documentation furnished or generally made available to Customer by ES&S relating to the ES&S Hardware and ES&S Software, including any operating instructions, user manuals or training materials.
- b. "ES&S Firmware" means ES&S' proprietary software which is installed on the ES&S Hardware.
- c. "ES&S Hardware Maintenance Services" and "ES&S Software License, Maintenance and Support Services" means those services described on Exhibit A.
- d. "ES&S Software" means the ES&S Software and ES&S Firmware as set forth on the front side of this agreement.
- e. "ES&S Hardware" means ES&S's proprietary vote tabulation hardware set forth on the front side of this Agreement.
- f. "Software" means ES&S Software and Third-Party software.
- g. "Third-Party Items" means hardware and software manufactured and developed by parties other than ES&S.

2. **Hardware Purchase and Software License Terms.** Subject to the terms and conditions of this Sales Order Agreement ("Agreement"), ES&S agrees to sell and/or license, and Customer agrees to purchase and/or license, the ES&S Hardware and ES&S Software described on the front side of this Agreement. The payment terms for the ES&S Hardware and ES&S Software are set forth on the front side of this Agreement. The consideration for ES&S' grant of the license during the Initial License Term for the ES&S Firmware is included in the cost of the ES&S Hardware.

a. **Hardware Purchase.** Subject to the terms and conditions of this Agreement, ES&S agrees to sell, and Customer agrees to purchase, the ES&S Hardware. Title to the ES&S Hardware shall pass to Customer when Customer has paid ES&S the total amount set forth on the front side of this Agreement for the ES&S Hardware.

b. **Grant of Licenses.** Subject to the terms and conditions of this Agreement, ES&S hereby grants to Customer nonexclusive, nontransferable licenses for its bona fide full time, part time or temporary employees to use the ES&S Software and the Documentation in the Jurisdiction while Customer is using the ES&S Hardware and timely pays the applicable annual ES&S Software License, Maintenance and Support Fees set forth on Schedule A1. The licenses allow such bona fide employees to use and copy the ES&S Software (in object code only) and the Documentation, in the course of operating the ES&S Hardware and solely for the purposes of defining and conducting elections and tabulating and reporting election results in the Jurisdiction.

3. **Prohibited Uses.** Customer shall not take any of the following actions with respect to the ES&S Software or the Documentation:

- a. Reverse engineer, decompile, disassemble, re-engineer or otherwise create, attempt to create, or permit, allow or assist others to create, the source code or the structural framework for part or all of the ES&S Software;
- b. Cause or permit any use, display, loan, publication, transfer of possession, sublicensing or other dissemination of the ES&S Software or Documentation, in whole or in part, to or by any third party without ES&S' prior written consent;
- c. Cause or permit any change to be made to the ES&S Software without ES&S' prior written consent;
- d. Cause or permit any review, testing, examination, or audit of the ES&S Software without ES&S' prior written consent; or
- e. Allow a third party to cause or permit any copying, reproduction or printing of any output generated by the ES&S Software (except finished ballots by ballot printers selected by Customer) in which ES&S owns or claims any proprietary intellectual property rights (e.g., copyright, trademark, patent pending or patent), including, but not limited to, any ballot shells or ballot code stock.

4. **Term of Licenses.** The licenses granted in Section 2(b) shall commence upon the delivery of the ES&S Software described in Section 2(b) and shall continue for a **one (1) year period** (the "Initial License Term"). Upon expiration of the Initial License Term, the licenses shall automatically renew for an unlimited number of successive one-year periods (each a "License Renewal Term") upon the payment by Customer of the annual software license and software maintenance and support fee as set forth on the front side of this Agreement. The license terms for any License Renewal Term shall be set forth on Exhibit A. ES&S may terminate any of the licenses granted hereunder if Customer fails to pay the consideration due for, or breaches Sections 2(b), 3, or 9 with respect to, such licenses. Upon the termination any of the licenses granted in Section 2(b) for ES&S Software or upon Customer's discontinuance of the use of any ES&S Software, Customer shall immediately return such ES&S Software and the related Documentation (including any and all copies thereof) to ES&S, or (if requested by ES&S) destroy such ES&S Software and Documentation and certify in writing to ES&S that such destruction has occurred.

5. **Updates.** During the Initial License Term or any License Renewal Term for which Customer has paid the associated renewal fees, ES&S may provide new releases, upgrades, or maintenance patches to the ES&S Software, together with appropriate Documentation ("Updates"), on a schedule solely defined by ES&S. Customer is solely responsible for obtaining and purchasing any upgrades or Third-Party Items required to operate the Updates, as well as the cost of any replacements, retrofits or modifications to the ES&S Hardware which may be necessary in order to operate the Updates. All Updates shall be deemed to be ES&S Software for purposes of this Agreement upon delivery. Updates

to the ES&S Firmware will be incorporated by ES&S into a regularly scheduled preventative maintenance event at no additional charge to Customer. If Customer requests installation of an Update at a time other than a regularly scheduled preventative maintenance event, then Customer shall execute and deliver to ES&S a purchase order therefore and ES&S shall charge Customer accordingly for such installation. ES&S shall also charge Customer at its then-current rates to: (i) train Customer on Updates, if such training is requested by Customer and (ii) if applicable, provide maintenance and support on the ES&S Software that is required as a result of Customer's failure to timely or properly install an Update. Notwithstanding the foregoing, Customer shall pay ES&S to install all ES&S Software Updates. If applicable, Customer shall be responsible for any claim, damage, loss, judgment, penalty, cost, amount paid in settlement or fee which is caused by Customer's failure to install the most recent Update provided to it by ES&S. ES&S represents to Customer that the Updates will comply with all applicable state law requirements at the time of delivery. Customer shall be responsible to ensure that it has installed and is using only certified versions of ES&S Software in accordance with applicable law. In the event that any Updates are required due to changes in state law, ES&S reserves the right to charge Customer for the following:

- (i) the total cost of any Third-Party Items that are required in order to operate the Updates;
- (ii) the total cost of any replacements, retrofits or modifications to the ES&S Hardware contracted for herein that may be developed and offered by ES&S in order for such ES&S Hardware to remain compliant with applicable laws and regulations; and
- (iii) Customer's pro-rata share of the costs of designing, developing and/or certification by applicable federal and state authorities of such state mandated Updates.

Customer's pro-rata share of the costs included under subsection (iii) above shall be determined at the time by dividing the number of registered voters in Customer's jurisdiction by the total number of registered voters in all counties in Customer's state to which ES&S has sold and/or ES&S Hardware and/or ES&S Software purchased and licensed by Customer under this Agreement. Customer shall pay ES&S the entire costs incurred for design, development and certification of any Update which is required due to a change in local law or is otherwise requested or required by Customer.

6. **Delivery; Risk of Loss.** The Estimated Delivery Dates and First Election Use (if any) set forth on the front side of this Agreement are estimates and may only be established or revised, as applicable, by the parties, in a written amendment to this Agreement, because of delays in executing this Agreement, changes requested by Customer, product availability and other events. ES&S will notify Customer of such revisions as soon as ES&S becomes aware of such revisions. Risk of loss for the ES&S Hardware and ES&S Software shall pass to Customer when such items are delivered to Customer's designated location. Upon transfer of risk of loss to Customer, Customer shall be responsible for obtaining and maintaining sufficient casualty insurance on the ES&S Hardware and ES&S Software and shall name ES&S as an additional insured thereunder and, at ES&S' request, shall deliver written evidence thereof to ES&S until all amounts payable to ES&S under this Agreement have been paid by Customer.

7. **Warranty.**

a. **ES&S Hardware/ES&S Software.** ES&S warrants that for a **one (1) year period** (the "Warranty Period"), it will repair or replace any component of the ES&S Hardware or ES&S Software which, while under normal use and service: (i) fails to perform in accordance with its Documentation in all material respects, or (ii) is defective in material or workmanship. The Warranty Period will commence upon delivery. The Warranty shall not include the repair or replacement of any ES&S Hardware components that are consumed in the normal course of operating the ES&S Hardware, including, but not limited to, headphones and headphone protective covers, protective coatings, printer cartridges or ribbons, paper, batteries, drums, toners, fusers, transfer belts, removable media storage devices, seals, keys, power supplies/cords, PCMCIA, Smart, or CF cards or marking devices (collectively, the "Consumables"). ES&S may modify and make available additional Consumables as they may become available from time to time. The Warranty shall not include the repair or replacement of any ES&S Hardware due to cosmetic damages, including, but not limited to, screen cracks, scratches, dents and broken plastic or any defects resulting from normal wear and tear. ES&S has no obligation under this Agreement to assume the obligations under any existing or expired warranty for a Third-Party Item. Any repaired or replaced item of ES&S Hardware or ES&S Software shall be warranted only for the unexpired term of the Warranty Period. All replaced components of the ES&S Hardware or ES&S Software will become the property of ES&S. This warranty is effective provided that (I) Customer notifies ES&S within three (3) business days of the discovery of the failure of performance or defect and is otherwise in compliance with its obligations hereunder, (II) the ES&S Hardware or ES&S Software to be repaired or replaced has not been repaired, changed, modified or altered except as authorized or approved by ES&S, (III) the ES&S Hardware or ES&S Software to be repaired or replaced has been maintained or repaired by an individual other than an authorized representative of ES&S (IV) the ES&S Hardware or ES&S Software to be repaired or replaced has not been used, displayed, disseminated, transferred, loaned, disassembled, dismantled, modified, and/or tampered with by a third party without ES&S prior written consent (V) the ES&S Hardware or ES&S Software to be repaired or replaced is not damaged as a result of accident, theft, vandalism, neglect, abuse, liquid contact, use of adhesive materials on ballots, use which is not in accordance with the Documentation or causes beyond the reasonable control of ES&S or Customer, including acts of God, fire, floods, riots, acts of war, terrorism or insurrection, government acts or orders; epidemics, pandemics or outbreak of communicable disease; quarantines; national or regional emergencies, labor disputes, transportation delays, governmental regulations and utility or communication interruptions, and (VI) Customer has installed and is using the most recent Update provided to it by ES&S. This warranty is void for any units of hardware which: (i) have not been stored or operated in a temperature range according to their specifications, (ii) have been severely handled so as to cause mechanical damage to the unit, or (iii) have been operated or handled in a manner inconsistent with reasonable treatment of an electronic product. Upon expiration of the Warranty Period, Customer shall be entitled to receive Hardware Maintenance and Software Maintenance and Support Services, the terms of which are set forth on Exhibit A.

b. **Exclusive Remedies/Disclaimer.** IN THE EVENT OF A BREACH OF SUBSECTION 7(a), ES&S' OBLIGATIONS, AS DESCRIBED IN SUCH SUBSECTION, ARE CUSTOMER'S SOLE AND EXCLUSIVE REMEDIES. ES&S EXPRESSLY DISCLAIMS ALL WARRANTIES, WHETHER EXPRESS OR IMPLIED, WHICH ARE NOT SPECIFICALLY SET FORTH IN THIS AGREEMENT, INCLUDING, BUT NOT LIMITED TO, ANY IMPLIED WARRANTIES OF MERCHANTABILITY OR FITNESS FOR A PARTICULAR PURPOSE. FURTHER, IN THE EVENT CUSTOMER DECLINES ES&S' INSTALLATION AND ACCEPTANCE TESTING SERVICES OR IN ANY WAY AT ANY TIME ALTERS, MODIFIES OR CHANGES ANY HARDWARE, SOFTWARE, THIRD-PARTY ITEMS AND/OR NETWORK (COLLECTIVELY "SYSTEM") CONFIGURATIONS WHICH HAVE BEEN PREVIOUSLY INSTALLED BY ES&S OR WHICH ARE OTHERWISE REQUIRED IN ACCORDANCE WITH THE CERTIFIED VOTING SYSTEM CONFIGURATION, ALL WARRANTIES OTHERWISE PROVIDED HEREUNDER WITH RESPECT TO THE SYSTEM PURCHASED, LEASED, RENTED

**AND/OR LICENSED UNDER THIS AGREEMENT SHALL BE VOID AND OF NO FURTHER FORCE AND EFFECT.**

8. **Limitation Of Liability.** Neither party shall be liable for any indirect, incidental, punitive, exemplary, special, or consequential damages of any kind whatsoever arising out of or relating to this Agreement. Neither party shall be liable for the other party's negligent or willful misconduct. ES&S' total liability to Customer arising out of or relating to this Agreement shall not exceed the aggregate amount to be paid to ES&S hereunder. By entering into this Agreement, Customer agrees to accept responsibility for (a) the selection of, use of and results obtained from any hardware, software or services not provided by ES&S and used with the ES&S Hardware or ES&S Software; or (b) user errors, voter errors or problems encountered by any individual in voting that are not otherwise a result of the failure of ES&S to perform. ES&S shall not be liable under this Agreement for any claim, damage, loss, judgment, penalty, cost, amount paid in settlement or fee that is caused by (y) Customer's failure to timely or properly install and use the most recent update provided to it by ES&S or (z) Customer's election not to receive, or to terminate, the Hardware Maintenance Services or the ES&S Software Maintenance and Support.

9. **Proprietary Rights.** Customer acknowledges and agrees as follows:

ES&S owns the ES&S Software, all Documentation provided by ES&S, the design and configuration of the ES&S Hardware and the format, layout, measurements, design, and all other technical information associated with the ballots to be used with the ES&S Hardware. Customer has the right to use the aforementioned items to the extent specified in this Agreement. ES&S also owns all patents, trademarks, copyrights, trade names and other proprietary or intellectual property in, or used in connection with, the aforementioned items. The aforementioned items also contain confidential and proprietary trade secrets of ES&S that are protected by law and are of substantial value to ES&S. Customer shall keep the ES&S Software and related Documentation free and clear of all claims, liens and encumbrances and shall maintain all copyright, trademark, patent or other intellectual or proprietary rights notices that are set forth on the ES&S Hardware, the ES&S Software, the Documentation, and ballots that are provided, and all permitted copies of the foregoing.

10. **Termination.** This Agreement may be terminated, in writing, at any time by either party if the other party breaches any material provision hereof and does not cure such breach within 30 days after it receives written notification thereof from the non-breaching party.

11. **Excusable Nonperformance.** Except for obligations to make payments hereunder, if either party is delayed or prevented from performing its obligations under this Agreement as a result of any cause beyond its reasonable control, including acts of God, fire, floods, riots, acts of war, terrorism or insurrection, government acts or orders; epidemics, pandemics or outbreak of communicable diseases; quarantines; national or regional emergencies, labor disputes, transportation delays, governmental regulations and utility or communication interruptions, the delay shall be excused during the continuance of, and to the extent of, such cause, and the period of performance shall be extended to the extent necessary to allow performance after the cause of delay has been removed. ES&S agrees to work with Customer, at Customer's request, to develop mutually agreeable alternatives in order to minimize the negative impact of any such delay.

12. **Notice.** Any notice or other communication required or permitted hereunder shall be in writing and will be deemed given when (a) delivered personally, (b) sent by confirmed email, (c) sent by commercial overnight courier (with written verification of receipt) or (d) sent by registered or certified mail, return receipt requested, postage prepaid, when the return receipt is received. All communications shall be sent to the attention of the persons listed on the signature page to this Agreement and at the addresses or email address set forth on such signature page unless other names or addresses are provided by either or both parties in accordance herewith.

13. **Disputes.**

a. **Payment of Undisputed Amounts.** In the event of a dispute between the parties regarding (1) a product or service for which payment has not yet been made to ES&S, (2) the amount due to ES&S for any product or service, or (3) the due date of any payment, Customer shall nevertheless pay to ES&S when due all undisputed amounts. Such payment shall not constitute a waiver by Customer or ES&S of any of its rights and remedies against the other party.

b. **Remedies for Past Due Undisputed Payments.** If any undisputed payment to ES&S is past due more than 30 days, ES&S may suspend performance under this Agreement until such amount is paid. Any disputed or undisputed payment not paid by Customer to ES&S when due shall bear interest from the due date at a rate equal to the lesser of one and one-half percent per month or the maximum amount permitted by applicable law for each month or portion thereof during which it remains unpaid.

14. **Assignment.** Except in the case of a reorganization of the assets or operations of ES&S with one or more affiliates of ES&S or the sale, transfer or assignment of all or substantially all of the assets of ES&S or any business operations thereof to a successor who has asserted its intent to continue the applicable business of ES&S, neither party may assign or transfer this Agreement or assign, subcontract or delegate any of its rights, duties or obligations hereunder without the prior written consent of the other party hereto, such consent not to be unreasonably withheld or conditioned, nor unduly delayed.

15. **Compliance with Laws.** ES&S warrants to Customer that, at the time of delivery, the ES&S Hardware and ES&S Software sold and licensed under this Agreement will comply with all applicable requirements of federal and state election laws and regulations that are mandatory and effective as of the Effective Date and will have been certified by the appropriate state authorities for use in Customer's state. The ES&S Hardware and ES&S Software, including all components will be provided to Customer with a hardened network in accordance with the guidelines of the United States Election Assistance Commission. In the event Customer fails to maintain the ES&S Software in the hardened network or allows any internal or external access to the hardened network, Customer agrees to indemnify and hold harmless ES&S from and against any and all claims, damages, losses, liens, obligations, liabilities, judgments, assessed damages, costs, expenses (including reasonable attorney's fees) and the like arising out of or related to the Customer's breach of its obligations hereunder.

16. **Voting System Reviews.** In the event that the Jurisdiction or the State require any future reviews or examinations ("Reviews") of current or previous versions of state-certified ES&S voting systems or components thereof that are not otherwise required as a result of any changes or modifications voluntarily made by ES&S to the ES&S Software and/or ES&S Hardware licensed and sold hereunder, Customer shall be responsible for:

(i) Customer's pro-rata share of such Review costs;

(ii) Customer's pro-rata share of the costs of designing, developing, manufacturing and/or certification by applicable federal and state authorities of any mandated modifications to the ES&S Hardware and/or ES&S Software that may result from such Reviews; and

(iii) the total cost of any Third-Party Items that are required in order for the ES&S Hardware and/or ES&S Software to satisfy any new requirements resulting from such Reviews in order to remain certified;

Customer's pro-rata share of the costs included under subsections 16(ii) and 16(iii) above shall be determined at the time by dividing the number of registered voters in Customer's jurisdiction by the total number of registered voters in all counties in Customer's state to which ES&S has sold and/or licensed the ES&S Hardware and/or ES&S Software purchased and licensed by Customer under this Agreement.

17. **Customer Enhancements.** In the event that Customer requests any future enhancements of the ES&S Hardware and/or ES&S Software ("Enhancements"), such requests shall be submitted in writing to ES&S. ES&S will evaluate each of the Enhancements to determine if any of such Enhancements are technologically feasible, commercially reasonable and consistent with ES&S's security protocol and procedures. In the event that ES&S determines that any of such Enhancements meet the foregoing requirements, then ES&S shall prepare a scope of work which shall include an estimated timeline and the estimated costs for design, development, testing, certification and implementation of such Enhancements (the "SOW"). ES&S shall provide the SOW to Customer for review and written approval. After ES&S's receipt of written approval of the SOW by Customer, ES&S shall prepare a written change order for Customer's execution. ES&S shall solely own and retain any and all intellectual proprietary rights in any Enhancements developed and provided to Customer.

18. **Entire Agreement.** This Agreement, including all exhibits hereto, shall be binding upon and inure to the benefit of the parties and their respective representatives, successors, and assigns. This Agreement, including all Exhibits hereto, contains the entire agreement of the parties with respect to the subject matter hereof and shall supersede and replace any and all other prior or contemporaneous discussions, negotiations, agreements or understandings between the parties, whether written or oral, regarding the subject matter hereof. Any provision of any purchase order, form, or other agreement which conflicts with or is in addition to the provisions of this Agreement shall be of no force or effect. In the event of any conflict between a provision contained in an Exhibit to this Agreement and these General Terms, the provision contained in the Exhibit shall control. No waiver, amendment, or modification of any provision of this Agreement shall be effective unless in writing and signed by the party against whom such waiver, amendment or modification is sought to be enforced. No consent by either party to, or waiver of, a breach by either party shall constitute a consent to or waiver of any other different or subsequent breach by either party. This Agreement shall be governed by and construed in accordance with the laws of the State in which the Customer resides, without regard to its conflicts of laws principles. The parties agree that venue for any dispute or cause of action arising out of or related to this Agreement shall be in the state and federal courts of the United States located in the State in which the Customer resides. ES&S is providing hardware, software, and services to Customer as an independent contractor, and shall not be deemed to be a "state actor" for purposes of 42 U.S.C. § 1983. ES&S may engage subcontractors to provide certain of the hardware, software, or services, but shall remain fully responsible for such performance. The provisions of Sections 1-5, 7(b), 8-9, 12, 13(b), 14-16, and 18 of these General Terms shall survive any termination or expiration of this Agreement, to the extent applicable.

**EXHIBIT A**  
**ES&S HARDWARE MAINTENANCE AND**  
**SOFTWARE LICENSE, MAINTENANCE AND SUPPORT SERVICES**  
**(POST-WARRANTY PERIOD)**

**ARTICLE I**  
**GENERAL**

1. **Term; Termination.** This Exhibit A for ES&S Hardware Maintenance and Software License, Maintenance and Support Services shall be in effect for the coverage period as described in Schedule A1 (the "Initial Post-Warranty Term"). Upon expiration of the Initial Post-Warranty Term, this Exhibit A shall automatically renew for an unlimited number of successive **Two-Year Periods** (each a "Renewal Period") until this Exhibit A is terminated by the first to occur of (a) either party's written election not to renew, which shall be delivered to the other party at least sixty (60) days prior to the end of the Initial Post-Warranty Term or any Renewal Period, as applicable, (b) the date which is thirty (30) days after either party notifies the other that it has materially breached this Exhibit A, if the breaching party fails to cure such breach (except for a breach pursuant to subsection (e), which will require no notice), (c) the date which is thirty (30) days after ES&S notifies Customer that it is no longer able to procure replacement parts that may be needed in order to perform the ES&S Hardware Maintenance Services contemplated hereunder, (d) the date on which the ES&S Hardware or firmware installed thereon is no longer certified by federal and/or state authorities for use in Customer's jurisdiction, or (e) the date which is thirty (30) days after Customer fails to pay any amount due to ES&S under this Exhibit A. The termination of this Exhibit A shall not relieve Customer of its liability to pay any amounts due to ES&S hereunder and shall only entitle Customer to a prorated refund of any fees already paid to ES&S in the event that this is Exhibit A is terminated pursuant to subsection 1(b), 1(c) or 1(d) above.

2. **Fees.** In consideration for ES&S' agreement to provide ES&S Hardware Maintenance and Software License, Maintenance and Support Services under this Exhibit A, Customer shall pay to ES&S the ES&S Hardware Maintenance and Software License, Maintenance and Support Fees set forth on Schedule A1 for the Initial Post-Warranty Term. The Hardware Maintenance and Software License, Maintenance and Support Fees for the Initial Post-Warranty Term are due as set forth on Schedule A1. ES&S may increase the Hardware Maintenance and Software License, Maintenance and Support Fees for a Renewal Period by not more than 10% of the amount of the most recent Fees paid by Customer. All fees for any Renewal Period shall be due and payable no later than thirty (30) days prior to the beginning of such Renewal Period. The Software License, Maintenance and Support Fee shall be comprised of (i) a fee for the Software License, Maintenance and Support provided for the ES&S Firmware, and (ii) a fee for the Software License, Maintenance and Support provided for all other ES&S Software, and shall be in addition to any fees or charges separately referred to in any Section of this Exhibit A. If Customer elects to receive Software License, Maintenance and Support for any Add-On units or New Products during the Initial Post-Warranty Term or any Renewal Period thereof, ES&S will charge incremental Software License, Maintenance and Support Fees for any Add-On units or New Products purchased by Customer at the then-current applicable rates at the time.

**ARTICLE II**  
**HARDWARE**

1. **Maintenance Services.** The ES&S Hardware Maintenance Services to be provided to Customer under this Agreement for the ES&S Hardware set forth on Schedule A1 (the "Products") shall be subject to the following terms and conditions:

a. **Routine Maintenance Services.** An ES&S Representative shall provide such services as may be necessary to keep the Products working in accordance with their Documentation, normal wear and tear excepted ("Normal Working Condition"). The services provided by ES&S pursuant to this Subsection 1(a) are referred to herein as "Routine Maintenance Services". Routine Maintenance Services shall be provided once each **Twenty-**

**Four (24) Months** during the Initial Post-Warranty Term or any Renewal Period thereof. Generally, Routine Maintenance Services shall include cleaning, lubrication, diagnostic check, and calibration services. The Routine Maintenance Services shall not include the repair or replacement of any ES&S Hardware components that are consumed in the normal course of operating the ES&S Hardware, including, but not limited to, headphones and headphone protective covers, printer cartridges or ribbons, paper, batteries, drums, toners, fusers, transfer belts, removable media storage devices, seals, keys, power supplies/cords, PCMCIA, Smart, or CF cards or marking devices (collectively, the “Consumables”). ES&S may modify and make available additional Consumables as they may become available from time to time. Customer may request that Routine Maintenance Services be performed more than once during the Initial Post-Warranty Term or any Renewal Period. Any such request shall be made at least sixty (60) days before the Routine Maintenance Services are desired. The per-unit fee for such additional Routine Maintenance Services is set forth on Schedule A1 and shall be due within thirty (30) days after invoice date. ES&S will schedule the Routine Maintenance Services with Customer. The Routine Maintenance Services will be provided at Customer’s Designated Location. Customer’s “Designated Location” shall mean Customer’s owned or leased facility at which Customer desires ES&S to perform the ES&S Hardware Maintenance Services.

b. **Repair Services.**

i. **Defects Under Normal Use and Service.** If a defect or malfunction occurs in any Product while it is under normal use and service, Customer shall promptly notify ES&S, and ES&S shall use reasonable efforts to restore the item to Normal Working Condition as soon as practicable. The services provided by ES&S pursuant to this Subsection 1(b)(i) are referred to herein as “Repair Services”. ES&S will perform Repair Services in conjunction with a Routine Maintenance Service event at the Customer’s Designated Location.

ii. **Defects Due to Customer Actions or Omissions.** If a defect or malfunction occurs in any Product as a result of (1) repairs, changes, modifications or alterations not authorized or approved by ES&S, (2) use, modification, dismantling, disassembly, or transfer to third party without ES&S’ prior written consent, (3) accident, theft, vandalism, neglect, abuse, liquid contact, use of adhesive materials on ballots or use that is not in accordance with instructions or specifications furnished by ES&S or (4) causes beyond the reasonable control of ES&S or Customer, including acts of God, fire, floods, riots, acts of war, terrorism or insurrection, government acts or orders; epidemics, pandemics or outbreak of communicable disease; quarantines; national or regional emergencies, labor disputes, transportation delays, governmental regulations and utility or communication interruptions, rodent infestation, or if Customer does not notify ES&S within 72 hours after it knows of the defect or malfunction, Customer shall pay ES&S for the Repair Services at ES&S’ then-current rates, as well as for the cost of all parts used in connection with such Repair Services.

iii. **Timing.** The date(s) on which any Repair Services shall be provided shall be mutually agreed upon by ES&S and Customer. If Customer requires ES&S to provide “emergency” Repair Services (which shall be defined as Repair Services that are provided by ES&S within 48 hours after Customer notifies ES&S of the need therefore), and such emergency Repair Services are not needed as a result of an action, error or omission by ES&S, Customer shall pay a surcharge, as set forth on Schedule A1.

iv. **Loaner Unit.** At Customer’s request and if such product is available, ES&S shall use reasonable efforts to promptly make available to Customer a product that is the same as, or substantially similar to, the Product for which Repair Services are being performed (a “Loaner Unit”). If the Repair Services are being performed pursuant to Subsection 1(b)(ii) above, Customer shall pay ES&S for the use of the Loaner Unit at ES&S’ then-current rates including the cost of shipping.

c. **Exclusions.** ES&S has no obligation under this Agreement to (i) assume the obligations under any existing or expired warranty for a Third Party Item; (ii) repair or replace Product components that are consumed in the normal course of operating the Product, including, but not limited to, headphones and headphone protective covers, printer cartridges or ribbons, paper, batteries, drums, toners, fusers, transfer belts, removable media storage devices, seals, keys, power supplies/cords, PCMCIA, Smart, or CF cards or marking devices (collectively, the "Consumables"), or (iii) repair any Product from which the serial number has been removed or altered. In addition, ES&S may, at any time in its discretion, determine that any Product is no longer fit for ES&S Hardware Maintenance Services because it is in such poor condition that it cannot practically be restored to Normal Working Condition, or cannot be restored to Normal Working Condition at an expense that is less than the then-current value of the Product. If such a determination is made, ES&S shall no longer be required to provide ES&S Hardware Maintenance Services for such Product. ES&S shall also refund to Customer an amount equal to (1) that portion of the most recent fee paid for ES&S Hardware Maintenance Services that is attributable to such Product, multiplied by (2) a fraction, the numerator of which is the remaining number of days within the Term for which such fee was paid and the denominator of which is the total number of days within the Term.

d. **Sole Provider; Access.** Customer shall not permit any individual other than an ES&S Representative to provide maintenance or repairs with respect to the Products for so long as the Initial Post-Warranty Term or any Renewal Period is in effect. Customer shall provide ES&S Representatives with all information necessary to enable them to provide ES&S Hardware Maintenance Services. Customer shall likewise provide full access to the Products and adequate working space for all ES&S Hardware Maintenance Services performed at its Designated Location, including sufficient heat, lights, ventilation, electric current and outlets.

e. **Environmental Conditions.** Products should be stored in a clean, dry and secure environment. During the storage and operation of the Products, the temperature and moisture ranges should be maintained in accordance with the Products' Documentation.

f. **Reinstatement of ES&S Hardware Maintenance Services; Inspection.** If the Initial Post-Warranty Term or any Renewal Period thereof expires without being renewed, Customer may thereafter resume receiving ES&S Hardware Maintenance Services upon (a) notification to ES&S and (b) the granting to ES&S of access to the Products. ES&S requires Customer to allow it to inspect such Products before it provides any ES&S Hardware Maintenance Services. The purpose of such inspection shall be to determine whether or not the Products are in Normal Working Condition. The cost of such inspection will be at ES&S' then current rates and shall be due from Customer within thirty (30) days of its receipt of ES&S' invoice, therefore. If any of the Products is not in Normal Working Condition, ES&S, at the option of Customer, (i) shall provide such repairs and replacements as it deems reasonable and necessary to restore such item to Normal Working Condition, at Customer's expense with respect to the cost of any labor (charged at ES&S' then current rates) and parts used in such repairs or replacements, or (ii) shall not provide any ES&S Hardware Maintenance Services with respect to such Product(s).

### **ARTICLE III SOFTWARE LICENSE, MAINTENANCE AND SUPPORT SERVICES**

1. **License and Services Provided.** ES&S shall provide license, maintenance and support services ("Software License, Maintenance and Support") for the ES&S Software, to allow Customer to continue to license and use the software in accordance with the license terms set forth in Sections 2-4 of the General Terms as well as to enable it to perform in accordance with its Documentation in all material respects, and to cure any defect in material or workmanship. The specific Software License, Maintenance and Support services provided by ES&S and each party's obligations with respect to such services are set forth on Schedule A1.

2. **Updates.** During the Initial Post-Warranty Term, or any renewal or extension thereof, ES&S may continue to provide Updates in accordance with the terms of Section 5 of the General Terms. Unless otherwise agreed to by the parties, and subject to Customer's prior execution of a purchase order therefor, ES&S shall install ES&S Firmware Updates in accordance with Section 5 of the General Terms. ES&S shall install such ES&S Firmware Updates in conjunction with a scheduled Routine Maintenance Services event provided Customer is subscribing to and has paid for ES&S' hardware maintenance services which include Routine Maintenance Services. Customer shall pay ES&S to install all ES&S Firmware Updates which are requested to be installed outside of a scheduled Routine Maintenance Services event or in the event the Customer has not subscribed to ES&S' hardware maintenance services which include Routine Maintenance Services. Notwithstanding the foregoing, Customer shall pay ES&S to install all election management software Updates.

3. **Conditions.** ES&S shall not provide Software License, Maintenance and Support for any item of ES&S Software if such item requires such services as a result of (a) repairs, changes, modifications or alterations not authorized or approved by ES&S, (b) use, modification, dismantling, or transfer to third party without ES&S' prior written consent, (c) accident, theft, vandalism, neglect, abuse, liquid contact or use that is not in accordance with the Documentation, (d) causes beyond the reasonable control of ES&S or Customer, including acts of God, fire, floods, riots, acts of war, terrorism or insurrection, government acts or orders; epidemics, pandemics or outbreak of communicable disease; quarantines; national or regional emergencies, labor disputes, transportation delays, governmental regulations and utility or communication interruptions, (e) Customer's failure to timely and properly install and use the most recent update provided to it by ES&S, or (f) Customer's failure to notify ES&S within three (3) business days after Customer knows of the need for such services. Any such Software License, Maintenance and Support shall be provided at the fees to be agreed upon by the parties if and when the need for such Software License, Maintenance and Support arises. Replacement versions of Software and/or Third-Party Items or any services required in order to replace the same as a result of items set forth in this Section 3 or as a result of Customer's actions or inactions shall be billable to Customer at ES&S' then current rates.

4. **Proprietary Rights.** ES&S shall own the entire right, title, and interest in and to all corrections, programs, information, and work product conceived, created or developed, alone or with Customer or others, as a result of or related to the performance of this Exhibit A, including all proprietary rights therein or based thereon. Subject to the payment of all Software License, Maintenance and Support Fees, ES&S hereby grants to Customer a non-exclusive license to use that portion of such corrections, programs, information, and work product that ES&S actually delivers to Customer pursuant to this Exhibit A. All licensed items shall be deemed to be ES&S Software for purposes of this Exhibit A. Except and to the extent expressly provided herein, ES&S does not grant to Customer any right, license, or other proprietary right, express or implied, in or to any corrections, programs, information, or work product covered by this Exhibit A.

5. **Reinstatement of Software License, Maintenance and Support.** If the Initial Post-Warranty Term or any Renewal Period thereof expires without being renewed, Customer may thereafter receive a Software License and resume receiving Software Maintenance and Support upon (a) notification to ES&S, (b) payment of all fees, which would have been due to ES&S had the Initial Post- Warranty Term or any Renewal Period not expired, and (c) the granting to ES&S of access to the ES&S Software, so that ES&S may analyze it and perform such maintenance as may be necessary before resuming the Software License, Maintenance and Support services.

**Schedule A1**  
**Pricing Summary**

<b><u>Sale Summary:</u></b>		
<b>Description</b>	<b>Refer To</b>	<b>Amount</b>
ES&S Hardware Maintenance Fees	ES&S Hardware Maintenance Description and Fees Below	\$650.00
ES&S Firmware License, Maintenance and Support Fees	ES&S Firmware License, Maintenance and Support Description and Fees Below	\$380.00
<b>Total Maintenance Fees for the Initial Post-Warranty Term:</b>		<b>\$1,030.00</b>
<b><u>Terms &amp; Conditions:</u></b>		
<b>Note 1:</b> Any applicable state and local taxes are not included and are the responsibility of Customer.		
<b>Note 2: <u>Invoicing and Payment Terms are as Follows:</u></b>		
ES&S shall Invoice Customer annually for each year of the Initial Post-Warranty Term.		
Payment is due before the start of each period within the Initial Post-Warranty Term.		

## ES&S HARDWARE MAINTENANCE DESCRIPTION AND FEES

Initial Post-Warranty Term: Expiration of the Warranty Period through the **second** anniversary thereof

Qty	Description	Coverage Period	Annual Maintenance Fee Per Unit	Maintenance Fee in Total
1	Model DS200 Scanner	Year 1	\$200.00	\$200.00
1	ExpressVote 2.1 BMD	Year 1	\$125.00	\$125.00
<b>Total Maintenance Fees for Year 1</b>				<b>\$325.00</b>
1	Model DS200 Scanner	Year 2	\$200.00	\$200.00
1	ExpressVote 2.1 BMD	Year 2	\$125.00	\$125.00
<b>Total Maintenance Fees for Year 2</b>				<b>\$325.00</b>
<b>Total Hardware Maintenance Fees for the Initial Post-Warranty Term</b>				<b>\$650.00</b>

**Note 1: The Per-Unit Fees if Customer requests more than one Routine Maintenance visit in a 24-month period shall be 75% of the then current maintenance fee per unit under this Exhibit A.**

**Note 2: Surcharge for Emergency Repair Services shall be the daily maintenance service rate in effect at the time such service is requested.**

**Note 3: Customer's Designated Location: Iowa County, Wisconsin**

**Note 4: The Per Unit Surcharge for performance of Routine Maintenance visit at more than one Customer Designated Location shall be \$25.00 per unit for all units located at second or more locations.**

### **ES&S Hardware Maintenance Services Provided by ES&S Under this Schedule A1**

1. Telephone Support.
2. Issue Resolution.
3. Technical Bulletins will be available through Customer's ES&S Web-based portal.
4. Routine Maintenance Services.
  - Onsite scheduled maintenance inspection per Article II, Section 1(a). The Inspection includes:
    - Service performed by an ES&S trained and certified technician.
    - Performance of factory approved diagnostics on the unit, identifying and making adjustments where necessary as indicated by the testing.
    - Replacement of worn or defective parts with new or remanufactured federally and state certified parts.

- Conducting a final test to verify that the unit is working according to manufacturer's specifications.
- Use of a checklist tailored for each piece of ES&S Tabulation Hardware.

#### 5. Repair Services.

- Customer will receive coverage for interim repair calls.
  - Interim repair calls may be provided during a scheduled Routine Maintenance Services event or scheduled in conjunction with other service work being performed in close proximity to Customer's location if such repairs are not election critical.
  - A Product may be sent to ES&S' Depot location for repairs at a time to be mutually agreed upon by ES&S and Customer.

#### 6. Priority Services.

- Customer has access to the ES&S Help Desk for assistance.
- The customer receives priority on service calls.
- The customer receives priority on response time.
- The customer receives priority on certified ES&S parts inventory.

**Note:** Except for those ES&S Hardware Maintenance Services specifically set forth herein, ES&S is under no obligation and shall not provide other ES&S Hardware Maintenance Services to the Customer unless previously agreed upon in writing by the parties.

**ES&S SOFTWARE LICENSE, MAINTENANCE AND SUPPORT DESCRIPTION AND FEES  
FIRMWARE**

Initial Post-Warranty Term: Expiration of the Warranty Period through the **second** anniversary thereof

Listed below are the Hardware Products and Fees for which Firmware License, Maintenance and Support will be provided:

Qty	Description	Coverage Period	Annual Firmware License, Maintenance and Support Fee Per Unit	Firmware License, Maintenance and Support Fee in Total
1	Model DS200 Scanner	Year 1	\$105.00	\$105.00
1	ExpressVote 2.1 BMD	Year 1	\$85.00	\$85.00
<b>Total License, Maintenance and Support Fees for Year 1</b>				<b>\$190.00</b>
1	Model DS200 Scanner	Year 2	\$105.00	\$105.00
1	ExpressVote 2.1 BMD	Year 2	\$85.00	\$85.00
<b>Total License, Maintenance and Support Fees for Year 2</b>				<b>\$190.00</b>
<b>Total Firmware License, Maintenance and Support Fees for the Initial Post-Warranty Term</b>				<b>\$380.00</b>

**Software License, Maintenance and Support Services Provided by ES&S under the Agreement**

1. Telephone Support.
2. Issue Resolution.
3. Technical Bulletins will be available through Customer's ES&S Web-based portal.

**Note:** Except for those Software License, Maintenance and Support services specifically set forth herein, ES&S is under no obligation and shall not provide other Software License, Maintenance and Support services to the Customer unless previously agreed upon by the parties.

**Software License, Maintenance and Support and ES&S Hardware Maintenance and Support Services – Customer Responsibilities**

1. Customer shall have completed a full software training session for each product selected.
  - Customer shall have completed training at a proficiency level to successfully use the hardware (firmware) and software products.
  - Customer shall have the ability to install hardware firmware and make changes to date and time settings.
  - Customer shall have the ability to change accessible consumable items on hardware. Any other changes made by the customer must be pre-approved in writing by ES&S.
2. Customer shall have reviewed a complete set of User Manuals.

3. Customer shall be responsible for the installation and integration of any third-party hardware or software application, or system purchased by the Customer, unless otherwise agreed upon, in writing, by the parties.
4. Customer shall be responsible for data extraction from Customer's voter registration system.
5. Customer shall be solely responsible for implementation of any physical, network or other security protocols which are necessary for the proper operation of the ES&S Equipment and ES&S Software.
6. Customer shall be responsible for the acceptance of the ES&S Hardware and ES&S Software, unless otherwise agreed upon, in writing, by the parties.
7. Customer shall be responsible for the design, layout, set up, administration, maintenance, or connectivity of the Customer's network.
8. Customer shall be responsible for the resolution of any errors associated with the Customer's network or other hardware and software not purchased or recommended by ES&S and not otherwise identified in the User Guides as part of ES&S' Hardware and Software.
9. Customer shall be responsible for all costs associated with diagnosing ballot printing problems resulting from the use of non-ES&S Ballot Partner Printers ballots.
10. Customer shall be responsible for the payment of additional or replacement Software CDs or DVDs requested by Customer. The price for such additional or replacement Software CDs or DVDs shall be at ES&S' then current rates.





# Village of Ridgeway

208 Jarvis Street  
Suite A  
Ridgeway, WI 53582

## **Ryan Burns**

Baer Insurance Services, Inc.  
9701 Brader Way, Suite 101  
Middleton, WI 53562

*Information contained in this proposal is intended to provide you with a brief overview of the coverages provided for reference purposes only. It is not intended to provide you with all policy exclusions, limitations, and conditions. The precise coverage afforded is subject to the terms, conditions, and exclusions of the policies issued.*

**YOUR LEAGUE INSURANCE TEAM**

**LEAGUE INSURANCE**

316 W. Washington Avenue  
Suite 600  
Madison, WI 53703  
(608) 833-9595

Matt Becker  
Chief Executive Officer  
[matt@lwmmi.org](mailto:matt@lwmmi.org)

Craig Sherven  
Public Safety Specialist  
[csherven@lwmmi.org](mailto:csherven@lwmmi.org)

**BAER INSURANCE SERVICES**

PO Box 46490  
Madison, WI 53744  
(608) 830-5800

Ryan Burns  
[ryanb@baerinsurance.com](mailto:ryanb@baerinsurance.com)  
(608) 830-5833

Municipalities  
[Municipalities@baerinsurance.com](mailto:Municipalities@baerinsurance.com)  
(608) 830-5800

**WORKERS COMPENSATION CLAIMS ADMINISTATOR**

United Heartland  
PO Box 3026  
Milwaukee, WI 53201-3026  
(800) 258-2667  
[UHAdminSVC@unitedheartland.com](mailto:UHAdminSVC@unitedheartland.com)

Denise Kawczynski  
Senior Claims Representative  
[denise.kawczynski@unitedheartland.com](mailto:denise.kawczynski@unitedheartland.com)  
(262) 787-7646

**LIABILITY CLAIMS ADMINISTRATOR**

Statewide Services, Inc.  
PO Box 5555  
Madison, WI 53705  
(800) 858-1536  
[StatewideClaimsReporting@Statewidesvcs.com](mailto:StatewideClaimsReporting@Statewidesvcs.com)

Dan Lowndes  
Managing Attorney  
[dlowndes@statewidesvcs.com](mailto:dlowndes@statewidesvcs.com)  
(608) 828-5687

**MUNICIPAL PROPERTY INSURANCE COMPANY**

9701 Brader Way, Suite 301  
Middleton, WI 53562  
(608) 821-6303  
[brogacki@mpicwi.com](mailto:brogacki@mpicwi.com)

[Claims@mpicwi.com](mailto:Claims@mpicwi.com)  
[policy@mpicwi.com](mailto:policy@mpicwi.com)

**LEAGUE INSURANCE – COVERAGE HIGHLIGHTS**

**COVERAGE PROVIDED FOR:**

- Elected/Appointed Officials
- Departments
- Mutual Aid Assistance
- Commissions
- Employees
- Volunteers

**COMPREHENSIVE COVERAGE INCLUDES:**

- Auto Liability
- Crime
- Employee Benefits Liability
- General Liability
- Public Officials
- Self-Insured Retention Workers’ Compensation
- Auto Physical Damage
- Cyber Liability
- Employment Practices Liability
- Law Enforcement
- Workers’ Compensation

**ADDITIONAL COVERAGE ENHANCEMENTS:**

Liability:

- Airports
- Back Wages in Employment Claims
- Breach of Contract
- Care, Custody, & Control
- Communicable Disease
- Contractual Liability
- Cyber
- Damages to Rented Premises
- Dams
- Defense Costs in Addition to Limit
- Discrimination
- Drones
- EEOC actions
- Failure to Supply
- Land Use, Permits, & Zoning Claims
- Medical Payments
- No Fault Sewer Backup Optional Coverage
- Non-monetary Claims
- Occurrence Based
  - Pollution
- Sexual Harassment/Abuse Coverage
- Special Events Included
- Tax Assessment Claims
- Volunteers
- Watercraft
- Wrongful Termination

Auto:

- Automatic New Auto Coverage
- Autos of Others in Your Care, Custody, or Control
- Commandeered Autos
- Hired Auto Physical Damage
- Hired/Non-owned
- Lease Gap
- Personal Auto Physical Damage Deductible Reimbursement
- Temporary Transportation Expense
- Towing Expense
- Uninsured/Underinsured

## Member Services

### HUMAN RESOURCES ASSISTANCE

League Insurance has partnered with *Stafford Rosenbaum LLP* to provide the following human resources services:

- HR Hotline – phone assistance with HR-related issues.
- Talent Management – support with recruitment, hiring, background screening, onboarding, performance management, coaching, feedback, disciplinary counseling, termination management, and organizational and staff development.
- Employment Law Compliance – WI and Federal Fair Employment, wage & hour, safety, FMLA, I-9 Employment Verification, and more.
- Documents – development/review of job descriptions, handbooks, policies, procedures, and forms customized for the municipality.
- Compliance and HR practices assessments and development of remedial plans.
- Workplace Training – related to compliance and HR-related topics for supervisors and/or employees.
- Workplace investigations.
- Sample handbooks, toolkits addressing various HR subjects and best practices, and online harassment and discrimination training webinars.

### EMPLOYEE SAFETY & RISK MANAGEMENT

With loss control resources provided by United Heartland, we can analyze loss trends and municipal operations to **customize a safety program for your community**. Included are comprehensive safety manuals, job site analysis, newsletters, webinars, and information on many topics including:

- Confined Space
- Excavating/Trenching
- Hearing Conservation
- Ladder Safety/Fall Protection
- Lawn Care/Mowers/Trimming/Landscaping
- Lockout Tagout/Electrical Arc Flash
- Motor Vehicle & Construction Equipment Safety
- Outside Contractor Qualification
- Power Platforms/Aerial Lifts
- Respiratory Protection
- Rigging/Slings/Hoists
- Tools – Hand Tools/Power Tools
- Tree Trimming/Chainsaw Safety
- Water Hazards – Pools, Ponds, Lakes
- Welding, Cutting, or Brazing
- Work Zone Safety/Traffic Control

### LAW ENFORCEMENT POLICIES/PROCEDURES ASSISTANCE

League Insurance members are **eligible to receive reimbursement** for updating law enforcement and fire department manuals through an accredited policy manual service provider, as well as reimbursement for law enforcement accreditation.

## LEAGUE INSURANCE UNIVERSITY

League Insurance has partnered with *Lexipol* to provide self-paced online courses *written specifically* for local government and public safety professionals. Courses are available on demand from any computer or mobile device with internet access, 24/7.

- League Insurance University offers all employees access to over **200 online training topics** including HR & Management, Safety, Public Works, Law Enforcement, and much more.
- For Water and Wastewater, League Insurance University courses can be used to fulfill annual training hours requirements. Wastewater professionals will simply need to submit their certificate of course completion directly to the DNR for training approval.
- For law enforcement, League Insurance Police University can be used to fulfill 8 of the 24 hours of annual training requirements with Department level approval.

## CYBER UNIVERSITY

League Insurance is partnered with leading cyber insurance provider, *Tokio Marine HCC*. With cyber liability coverage from League Insurance, you have **access to state-of-the-art cyber coverage and resources** including:

- Training courses on many topics including ransomware, phishing emails, network security, and more.
- Sample policies and procedures for best practices and breach response plans.
- Cyber security advisors for technical information and scenario planning.

## REBOUND RETURN TO WORK PROGRAM

League Insurance has contracted with *Rebound*, a company which specializes in rehabilitation of injured municipal employees. The program gets your employees seen by top specialists quickly, and with better outcomes. This helps employees recover and saves departments money. Under the *Rebound* program, members are **100% reimbursed** by League Insurance for Rebound expenses incurred.

## NURSE TRIAGE & TELEHEALTH

League Insurance is partnered with *CorVel* to provide nurse triage and telehealth services. CorVel's proactive healthcare solution offers injured workers the following medical services:

- Nurse Triage – **24-7 access to registered nurse hotline** to evaluate injuries to determine immediate medical needs.
- Telehealth – Provides immediate referral to medical physicians when needed via computer, tablet, or phone.

## Proposal

### LWMMI Liability - Coverage/Limits Summary

Coverage	Limit
<b>Bodily Injury and Property Damage Liability</b>	\$2,000,000
<b>Personal and Advertising Injury and Law Enforcement Liability</b>	\$2,000,000
<b>Premises Medical Payments</b>	\$10,000
<b>Public Officials Errors &amp; Omissions</b>	\$2,000,000
<b>Employee Benefits Liability</b>	\$2,000,000
<b>Automobile Liability – Symbol 1 – Any Auto</b>	\$2,000,000
<b>Automobile Medical Payments Coverage – Symbol 2 - Owned Autos Only</b>	\$10,000
<b>Damage to Premises Rented to You</b>	\$500,000
<b>Wisconsin Uninsured Motorists Coverage – Symbol 2 – Owned Autos Only – Per Person</b>	\$25,000
<b>Wisconsin Uninsured Motorists Coverage – Symbol 2 – Owned Autos Only – Per Occurrence</b>	\$50,000
<b>Wisconsin Underinsured Motorists Coverage – Symbol 2 – Owned Autos Only – Per Person</b>	\$50,000
<b>Wisconsin Underinsured Motorists Coverage – Symbol 2 – Owned Autos Only – Per Occurrence</b>	\$100,000
<b>Workers Compensation / Employers Liability Part B Increased Limits</b>	\$2,000,000
<b>Prior Acts Coverage (Employee Benefits Liability)</b>	Included
<b>Prior Errors &amp; Omissions Coverage (Public Officials E&amp;O)</b>	Included
<b>Auto Physical Damage Deductible</b>	\$500
<b>Cyber Liability – Subject to a \$2,500 deductible</b>	\$25,000
<b>Sewer Backup Extended Coverage – Per Occurrence/Annual Aggregate</b>	\$100,000/\$300,000

## Village of Ridgeway

## Workers Compensation – Coverage/Payroll Information

Description	Limit
Employers Liability: Each Accident	\$100,000
Employers Liability: Disease – Policy Limit	\$500,000
Employers Liability: Disease – Each Employee	\$100,000
Workers Compensation: Statutory Benefit	Included
Part 1 States	WI
Part 3 Other States	All Non-monopolistic States

## Class Codes

Loc	St	Code	Description	Estimated Annual Payroll	Base Rate	Estimated Annual Premium
1			208 Jarvis Street Suite A, Ridgeway, WI 53582			
	WI	7720	Police	\$62,000	2.32	\$1,438
	WI	9414	Municipal Operations - Miscellaneous - Village	\$81,000	3.57	\$2,892
	WI	8810	Clerical	\$95,000	0.16	\$152
	WI	7520	Waterworks Operation	\$58,000	2.83	\$1,641

## Premium Calculations

Description	Factor	Factored Premium
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State of Wisconsin		
Total Factored Premium		\$6,123
Experience or Merit Modification	0.95	-\$306
Expense Constant		\$220
<b>Total Estimated Annual Premium for Wisconsin</b>		<b>\$6,037</b>

## Village of Ridgeway

## MPIC Property – Coverage/Limits Summary

Coverage	Deductible	Expiring Insured Value	Renewal Insured Value
<b>Buildings, Personal Property &amp; Property in the Open – Replacement Cost</b>	\$5,000	\$19,182,900	\$19,566,558
<b>Contractors Equipment – New Replacement Cost</b>	\$1,000	\$80,000	\$80,800
<b>Contractors Equipment valued under \$25,000</b>	\$1,000	\$33,900	\$34,239
<b>Equipment Breakdown with Sewer, Water for Municipality or Other Entity</b>	\$1,000	\$19,182,900	\$19,566,558

## Crime - Coverage/Limits Summary

Coverage	Deductible	Single Loss Limit of Insurance
<b>Employee Theft</b>	\$1,000	\$1,000,000
<b>Forgery or Alteration</b>	\$1,000	\$1,000,000
<b>On Premises</b>	\$1,000	\$1,000,000
<b>In Transit</b>	\$1,000	\$1,000,000
<b>Computer Fraud</b>	\$1,000	\$1,000,000
<b>Funds Transfer Fraud</b>	\$1,000	\$1,000,000

## PREMIUM SUMMARY

Coverage	Company	Expiring Premium	Renewal Premium
<b>General Liability</b>	League Mutual Insurance	\$1,569	\$1,512
<b>Governmental &amp; Police Professional Liability</b>	League Mutual Insurance	\$1,298	\$1,323
Police FTE		1.0	1.0
<b>Public Official Liability</b>	League Mutual Insurance	\$1,634	\$1,572
<b>Automobile Liability</b>	League Mutual Insurance	\$1,638	\$1,670
<b>Auto Physical Damage</b>	League Mutual Insurance	\$2,106	\$2,218
Number of Autos		4	4
<b>No-fault Sewer Backup Coverage</b>	League Mutual Insurance	\$1,750	\$1,750
<b>Crime</b>	League Mutual Insurance	\$126	\$500
<b>Liability &amp; Auto Total</b>		<b>\$10,121</b>	<b>\$10,545</b>
<b>Workers Compensation</b>	League Mutual Insurance	<b>\$7,208</b>	<b>\$6,037</b>
Experience Modification Factor		0.95	0.95
<b>Property</b>	Municipal Property Insurance Company	<b>\$19,611</b>	<b>\$20,016</b>
<b>Total Premium</b>		<b>\$36,940</b>	<b>\$36,598</b>
<b>Optional Quote to Increase Liability Limits to \$5,000,000</b>			<b>+\$978</b>

Village of Ridgeway

## Custom Resources Just For You

### HUMAN RESOURCES ASSISTANCE

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- ☑ HR Hotline – phone assistance with HR-related issues.
- ☑ Talent Management – support with recruitment, hiring, background screening, onboarding, performance management, coaching, feedback, disciplinary counseling, termination management, and organizational and staff development.
- ☑ Employment Law Compliance – WI and Federal Fair Employment, wage & hour, safety, FMLA, I-9 Employment Verification, and more.
- ☑ Documents – development/review of job descriptions, **handbooks, policies, procedures**, and forms customized for the municipality.
- ☑ Compliance and HR practices assessments and development of remedial plans.
- ☑ Workplace Training – related to compliance and HR-related topics for supervisors and/or employees.
- ☑ Workplace investigations.
- ☑ Sample handbooks, toolkits addressing various HR subjects and best practices, and online harassment and discrimination training webinars.

### EMPLOYEE SAFETY & RISK MANAGEMENT

With loss control resources provided by United Heartland, we can analyze loss trends and municipal operations to **customize a safety program for your community**. Included are comprehensive safety manuals, job site analysis, newsletters, webinars, and information on many topics including:

- |                                                 |                                           |
|-------------------------------------------------|-------------------------------------------|
| ☑ Confined Space                                | ☑ Power Platforms/Aerial Lifts            |
| ☑ Excavating/Trenching                          | ☑ Respiratory Protection                  |
| ☑ Hearing Conservation                          | ☑ Rigging/Slings/Hoists                   |
| ☑ Ladder Safety/Fall Protection                 | ☑ Tools – Hand Tools/Power Tools          |
| ☑ Lawn Care/Mowers/Trimming/Landscaping         | ☑ Tree Trimming/Chainsaw & Chipper Safety |
| ☑ Lockout Tagout/Electrical Arc Flash           | ☑ Water Hazards – Pools, Ponds, Lakes     |
| ☑ Motor Vehicle & Construction Equipment Safety | ☑ Welding, Cutting, or Brazing            |
| ☑ Outside Contractor Qualification              | ☑ Work Zone Safety/Traffic Control        |

### LEAGUE INSURANCE UNIVERSITY

League Insurance has partnered with *Lexipol* to provide self-paced online courses *written specifically* for local government and public safety professionals. Courses are available on demand from any computer or mobile device with internet access, 24/7.

- ☑ League Insurance University offers all employees access to over **200 online training topics** including HR & Management, Safety, Public Works, Law Enforcement, and much more.
- ☑ For Water and Wastewater, League Insurance University courses can be used to fulfill annual training hours requirements. Wastewater professionals will simply need to submit their certificate of course completion directly to the DNR for training approval.
- ☑ For law enforcement, League Insurance Police University can be used to fulfill 8 of the 24 hours of annual training requirements with Department level approval.

## Village of Ridgeway

### CYBER UNIVERSITY

League Insurance is partnered with leading cyber insurance provider, *Tokio Marine HCC*. With cyber liability coverage from League Insurance you have **access to state-of-the-art cyber coverage and resources** including:

- ☑ Training courses on many topics including ransomware, phishing emails, network security, and more.
- ☑ Sample policies and procedures for best practices and breach response plans.
- ☑ Cyber security advisors for technical information and scenario planning.

### LAW ENFORCEMENT POLICIES/PROCEDURES ASSISTANCE

League Insurance members are **eligible to receive reimbursement** for updating law enforcement and fire department manuals through an accredited policy manual service provider, as well as reimbursement for law enforcement accreditation.

### REBOUND RETURN TO WORK PROGRAM

League Insurance has contracted with *Rebound*, a company which specializes in rehabilitation of injured municipal employees. The program gets your employees seen by top specialists quickly, and with better outcomes. This helps employees recover and saves departments money. Under the *Rebound* program, members are **100% reimbursed** by League Insurance for Rebound expenses incurred.

### NURSE TRIAGE & TELEHEALTH

League Insurance is partnered with *CorVel* to provide nurse triage and telehealth services. CorVel's proactive healthcare solution offers injured workers the following medical services:

- ☑ Nurse Triage – **24-7 access to registered nurse hotline** to evaluate injuries to determine immediate medical needs.
- ☑ Telehealth – Provides immediate referral to medical physicians when needed via computer, tablet, or phone.



**Declarations**  
**Additional Interests Schedule**  
**MUNICIPAL PROPERTY INSURANCE COMPANY**

<b>Additional Interest</b>	<b>Name</b>	<b>Address</b>	<b>Asset</b>
Loss Payee	Berkadia Commercial Mortgage, LLC	PO Box 1687 Horsham, PA 19044	WWTP & Pumphouses

# STATEMENT OF VALUES

## MUNICIPAL PROPERTY INSURANCE COMPANY

Item 16.

Coverage Amount - \$19,566,558

Site	Bldg	Description	Year Built	Floors	Square Footage	Building RC	Personal Property RC
<b>002</b>		<b>MUNICIPAL GARAGE</b>					
	001	MUNICIPAL GARAGE 206 KIRBY STREET, RIDGEWAY,WI 53582	1950	1	2,722	\$310,794	\$78,132
		<b>MUNICIPAL GARAGE (002) Total</b>				<b>\$310,794</b>	<b>\$78,132</b>
<b>003</b>		<b>WASTEWATER TREATMENT PLANT</b>					
	001	WASTEWATER PLANT 3708 County Hwy H, RIDGEWAY,WI 53582		1	0	\$6,587,262	\$0
		<b>WASTEWATER TREATMENT PLANT (003) Total</b>				<b>\$6,587,262</b>	<b>\$0</b>
<b>004</b>		<b>WELL HOUSE #2</b>					
	001	WELL #2 105 LORRAINE COURT, RIDGEWAY,WI 53582	1989	1	400	\$416,568	\$0
		<b>WELL HOUSE #2 (004) Total</b>				<b>\$416,568</b>	<b>\$0</b>
<b>005</b>		<b>WELL HOUSE #1</b>					
	001	WELL #1 219 FARWELL STREET, RIDGEWAY,WI 53582	1947	1	1,008	\$498,474	\$0
		<b>WELL HOUSE #1 (005) Total</b>				<b>\$498,474</b>	<b>\$0</b>

# STATEMENT OF VALUES

## MUNICIPAL PROPERTY INSURANCE COMPANY

Coverage Amount - \$19,566,558

Site	Bldg	Description	Year Built	Floors	Square Footage	Building RC	Personal Property RC
<b>006</b>	<b>RIDGEWAY BALL PARK</b>						
	001	CONCESSION STAND HUGHETT STREET, RIDGEWAY,WI 53582	1965	1	468	\$67,320	\$6,528
	002	ELECTRIC HOUSE HUGHETT STREET, RIDGEWAY,WI 53582	1965	1	20	\$3,774	\$306
	003	PICNIC SHELTER #1 HUGHETT STREET, RIDGEWAY,WI 53582		1	480	\$31,110	\$0
	004	PICNIC SHELTER #2 HUGHETT STREET, RIDGEWAY,WI 53582		1	3,600	\$168,402	\$0
	005	PICNIC SHELTER #3 HUGHETT STREET, RIDGEWAY,WI 53582		1	2,520	\$124,134	\$0
	006	RESTROOMS HUGHETT STREET, RIDGEWAY,WI 53582	1965	1	320	\$83,028	\$1,836
	007	GRANDSTAND HUGHETT STREET, RIDGEWAY,WI 53582		1	540	\$28,866	\$0
		Property in the Open					\$276,624
		<b>RIDGEWAY BALL PARK (006) Total</b>				<b>\$506,634</b>	<b>\$285,294</b>
<b>007</b>	<b>COLLINS ST LIFT STATION</b>						
	001	LIFT STATION 115 COLLINS STREET, RIDGEWAY,WI 53582	1984	1	0	\$127,704	\$0
		<b>COLLINS ST LIFT STATION (007) Total</b>				<b>\$127,704</b>	<b>\$0</b>
<b>009</b>	<b>WELLS ST LIFT STATION</b>						
	001	LIFT STATION 226 WELLS STREET, RIDGEWAY,WI 53582	1984	1	0	\$127,704	\$0
		<b>WELLS ST LIFT STATION (009) Total</b>				<b>\$127,704</b>	<b>\$0</b>

# STATEMENT OF VALUES

## MUNICIPAL PROPERTY INSURANCE COMPANY

Coverage Amount - \$19,566,558

Site	Bldg	Description	Year Built	Floors	Square Footage	Building RC	Personal Property RC	
<b>010</b>		<b><i>WATER TOWER</i></b>						
	001	WATER TOWER 620 MAIN STREET, RIDGEWAY,WI 53582	1993	1	0	\$1,376,592	\$0	
		<b>WATER TOWER (010) Total</b>				<b>\$1,376,592</b>	<b>\$0</b>	
<b>012</b>		<b><i>Ridgeway Community Building</i></b>						
	001	RIDGEWAY COMMUNITY BUILDING 208 JARVIS STREET, RIDGEWAY,WI 53582	1939	2	33,128	\$8,504,454	\$463,692	
		<b>Ridgeway Community Building (012) Total</b>				<b>\$8,504,454</b>	<b>\$463,692</b>	
<b>013</b>		<b><i>PITO Throughout Village</i></b>						
		Property in the Open					\$283,254	
		<b>PITO Throughout Village (013) Total</b>				<b>\$0</b>	<b>\$283,254</b>	
<b>Building Subtotal</b>							<b>\$18,456,186</b>	
<b>Contents Subtotal</b>							<b>\$550,494</b>	
<b>Property in the Open Subtotal</b>							<b>\$559,878</b>	
<b>Building, Contents and PITO Total</b>							<b>\$19,566,558</b>	

# PROPERTY IN THE OPEN

## MUNICIPAL PROPERTY INSURANCE COMPANY

Site	Description	Quantity	Replacement Cost
<b>006</b>	<b>RIDGEWAY BALL PARK</b>		
	BLEACHERS, ALUMINUM 40', 5 TIER		\$21,318
	BLEACHERS, ALUMINUM 60', 3 TIER		\$22,848
	FENCING, CHAINLINK 5' (1,000 LF)		\$23,256
	FENCING, CHAINLINK 6' (1,800 LF)		\$50,082
	LIGHTING, OUTDOOR 50', 10 LMPS (6)		\$145,962
	PLAYGROUND EQUIPMENT		\$13,158
	<b>RIDGEWAY BALL PARK (006) Total</b>		<b>\$276,624</b>
<b>013</b>	<b>PITO Throughout Village</b>		
	Fire Hydrants (56)		\$283,254
	<b>PITO Throughout Village (013) Total</b>		<b>\$283,254</b>
<b>PROPERTY IN THE OPEN TOTAL</b>			<b>\$559,878</b>

**CONTRACTORS EQUIPMENT**  
**MUNICIPAL PROPERTY INSURANCE COMPANY**

Item 16.

Description (Year/Make/Model/Serial #)	Department	Replacement Cost
2019 MI ATLAS JSV UTV		\$19,089
2024 CASE TR310B SKIDLOADER		\$80,800
2024 FERRIS ISX3300B ZERO TURN 60" MOWER DECK		\$15,150
<b>CONTRACTOR'S EQUIPMENT ≥ \$25,000</b>		<b>\$80,800</b>
<b>CONTRACTOR'S EQUIPMENT &lt; \$25,000</b>		<b>\$34,239</b>
<b>CONTRACTOR'S EQUIPMENT TOTAL</b>		<b>\$115,039</b>



## PROPERTY IN THE OPEN - WHAT DOES IT MEAN?

By Mike Zagrodnik, CPCU, Baer Insurance

As we look through our schedules of coverage, buildings, contents, and contractor's equipment all seem pretty obvious and self-explanatory as to what these things are. But what the heck is "Property in the Open" and why should I care?

By MPIC policy definition Property in the Open means "Mobile or permanently fixed personal property designed to be left exposed to the elements and outside of any covered building." The mystery is solved, and everything is now clear – right?

One thing we've come to know about insurance is that the obvious is never obvious. Property in the Open covers a wide array of owned property that often is overlooked. In our parks, playground equipment, picnic tables, ball diamond fencing, backstops, and lighting all seem to be common items that receive scrutiny and scheduling. All well and good. However, there is so much more. Street signal lights, street signs, streetlights and poles, emergency sirens and poles, decorative lighting, planters, benches, monuments, flags, and poles, etc.



Individually many of these items may be valued at less than a \$1,000 deductible, but collectively? What happens when a serious windstorm destroys 10 streetlights, several signal lights, and street signs? A \$2,500 streetlight or pole might be manageable, but times 10 and throw in some signals and road signs, not so much. Who would think a concrete commemorative bench might be a \$6,000 event? So what do we do?

MPIC provides some measure of protection with \$10,000 for unscheduled property in the open. In a disaster under Section IV "Covered Property" should we be able to show we only

discovered we had the property or inadvertently left it unscheduled, there is a provision that might allow for scheduling the item back to inception and paying the associated premium to buy back up to \$250,000 of coverage. However, it's hard to argue you didn't know about your traffic lights and then inadvertently failed to schedule coverage. When buying coverage for a combined \$400,000, \$500,000, or less might result in an increase in premium of \$300–\$600 a year, why not spend a few minutes to think about those things we have that often are overlooked or marginalized to have the confidence we aren't going to be caught with a significant uncovered loss? MPIC and your agents are always available to assist with this or any other property insurance related questions.

*Mike has almost 50 years of insurance industry experience, both on the agent and underwriting sides. This includes over a decade working with municipalities in Wisconsin.*

608.830.5803 | [mikez@baerinsurance.com](mailto:mikez@baerinsurance.com)

**BAER**  
INSURANCE



September 24, 2025

The Village Board  
Village of Ridgeway  
208 Jarvis Street, Suite A  
Ridgeway, Wisconsin 53582

The following represents our understanding of the services we will provide the Village of Ridgeway.

You have requested that we audit the financial statements of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information of the Village of Ridgeway, as of December 31, 2025, and for the year then ended and the related notes, which collectively comprise the Village of Ridgeway's basic financial statements. We are pleased to confirm our acceptance and our understanding of this audit engagement by means of this letter.

The objectives of our audit of the financial statements are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinions. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with auditing standards generally accepted in the United States of America (GAAS), will always detect a material misstatement when it exists. Misstatements, including omissions, can arise from fraud or error and are considered material if there is a substantial likelihood that, individually or in the aggregate, they would influence the judgment made by a reasonable user based on the financial statements.

Accounting principles generally accepted in the United States of America, as promulgated by the Governmental Accounting Standards Board (GASB) require that certain required supplementary information be presented to supplement the basic financial statements. Such information, although not a part of the basic financial statements, is required by the GASB, who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. As part of our engagement, we will apply certain limited procedures to the required supplementary information (RSI) in accordance with auditing standards generally accepted in the United States of America. These limited procedures will consist primarily of inquiries of management regarding their methods of measurement and presentation, and comparing the information for consistency with management's responses to our inquiries. We will not express an opinion or provide any form of assurance on the RSI. The following RSI is required by accounting principles generally accepted in the United States of America. This RSI will be subjected to certain limited procedures but will not be audited:

- 1) Budgetary Comparison Schedule
- 2) Wisconsin Retirement System Schedules
- 2) Management's Discussion and Analysis (if prepared)

Village of Ridgeway  
Page 2

Supplementary information other than RSI will accompany the Village of Ridgeway's basic financial statements. We will subject the following supplementary information to the auditing procedures applied in our audit of the basic financial statements and perform certain additional procedures, including comparing and reconciling the supplementary information to the underlying accounting and other records used to prepare the basic financial statements or to the basic financial statements themselves, and additional procedures in accordance with auditing standards generally accepted in the United States of America. We intend to provide an opinion on the following supplementary information in relation to the basic financial statements as a whole.

1) Combining Nonmajor Fund Schedules

The supplementary information referred to above will be presented for purposes of additional analysis and is not a required part of the basic financial statements. Such information, which is the responsibility of management, will be subjected to the auditing procedures applied in the audit of the basic financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the basic financial statements or to the basic financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. Our auditor's report will provide an opinion on the supplementary information in relation to the basic financial statements as a whole.

**Auditor Responsibilities**

We will conduct our audit in accordance with GAAS. As part of an audit of financial statements in accordance with GAAS, we exercise professional judgment and maintain professional skepticism throughout the audit. We also:

- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinions. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal controls.
- Obtain an understanding of the system of internal control in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. However, we will communicate to you in writing concerning any significant deficiencies or material weaknesses in internal control relevant to the audit of the financial statements that we have identified during the audit.
- Evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluate the overall presentation of the financial statements, including the disclosures, and whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation.

Village of Ridgeway  
Page 3

- Conclude, based on the audit evidence obtained, whether there are conditions or events, considered in the aggregate, that raise substantial doubt about the Village of Ridgeway's ability to continue as a going concern for a reasonable period of time.

Because of the inherent limitations of an audit, together with the inherent limitations of internal control, an unavoidable risk that some material misstatements of noncompliance may not be detected exists, even though the audit is properly planned and performed in accordance with GAAS.

Our responsibility as auditors is limited to the period covered by our audit and does not extend to any other periods.

### **Compliance with Laws and Regulations**

As previously discussed, as part of obtaining reasonable assurance about whether the basic financial statements are free of material misstatement, we will perform tests of the Village of Ridgeway's compliance with the provisions of applicable laws, regulations, contracts, and agreements. However, the objective of our audit will not be to provide an opinion on overall compliance and we will not express such an opinion.

### **Management Responsibilities**

Our audit will be conducted on the basis that management acknowledge and understand that they have responsibility:

- a. For the preparation and fair presentation of the basic financial statements in accordance with accounting principles generally accepted in the United States of America;
- b. For the design, implementation, and maintenance of the system of internal control relevant to the preparation and fair presentation of basic financial statements that are free from material misstatement, whether due to error, fraudulent financial reporting, misappropriation of assets, or violations of laws, governmental regulations, grant agreements, or contractual agreements; and
- c. To provide us with:
  - i. Access to all information of which management is aware that is relevant to the preparation and fair presentation of the basic financial statements including the disclosures such as records, documentation, and other matters;
  - ii. Additional information that we may request from management for the purpose of the audit;
  - iii. Unrestricted access to persons within the entity and others from whom we determine it necessary to obtain audit evidence;
- d. For including the auditor's report in any document containing basic financial statements that indicates that such basic financial statements have been audited by us;
- e. For identifying and ensuring that the entity complies with the laws and regulations applicable to its activities;
- f. For adjusting the basic financial statements to correct material misstatements and confirming to us in the management representation letter that the effects of any uncorrected misstatements aggregated by us during the current engagement and pertaining to the latest period presented are immaterial, both individually and in the aggregate, to the basic financial statements as a whole; and

Village of Ridgeway  
Page 4

- h. For acceptance of nonattest services, including identifying the proper party to oversee nonattest work;
- i. For maintaining adequate records, selecting and applying accounting principles, and safeguarding assets;
- j. For informing us of any known or suspected fraud affecting the entity involving management, employees with significant role in the system of internal control and others where fraud could have a material effect on the financials,
- k. For the accuracy and completeness of all information provided,
- l. For taking reasonable measures to safeguard protected personally identifiable and other sensitive information; and
- m. For confirming your understanding of your responsibilities as defined in this letter to us in your management representation letter.

With regard to the supplementary information referred to above, you acknowledge and understand your responsibility: (a) for the preparation of the supplementary information in accordance with the applicable criteria; (b) to provide us with the appropriate written representations regarding supplementary information; (c) to include our report on the supplementary information in any document that contains the supplementary information and that indicates that we have reported on such supplementary information; and (d) to present the supplementary information with the audited basic financial statements, or if the supplementary information will not be presented with the audited basic financial statements, to make the audited basic financial statements readily available to the intended users of the supplementary information no later than the date of issuance by you of the supplementary information and our report thereon.

As part of our audit process, we will request from management written confirmation concerning representations made to us in connection with the audit.

### ***Nonattest Services***

With respect to any nonattest services we perform, at the end of the year, we agree to perform the following:

- Preparation of financial statements
- Maintenance of capital asset summary
- Maintaining lease information, if requested or applicable
- Assistance with the calculation of compensated absences liabilities

We will not assume management responsibilities on behalf of the Village of Ridgeway. However, we will provide advice and recommendations to assist management of the Village of Ridgeway in performing its responsibilities.

The Village of Ridgeway's management is responsible for (a) making all management decisions and performing all management functions; (b) assigning a competent individual to oversee the services; (c) evaluating the adequacy of the services performed; (d) evaluating and accepting responsibility for the results of the services performed; and (e) designing, implementing, and maintaining the system of internal control, including the process used to monitor the system of internal control.

Village of Ridgeway  
Page 5

Our responsibilities and limitations of the nonattest services are as follows:

- We will perform the services in accordance with applicable professional standards.
- The nonattest services are limited to the services previously outlined. Our firm, in its sole professional judgment, reserves the right to refuse to do any procedure or take any action that could be construed as making management decisions or assuming management responsibilities, including determining account coding and approving journal entries.

### **Reporting**

We will issue a written report upon completion of our audit of the Village of Ridgeway's basic financial statements. Our report will be addressed to the Village Board of the Village of Ridgeway. Circumstances may arise in which our report may differ from its expected form and content based on the results of our audit. Depending on the nature of these circumstances, it may be necessary for us to modify our opinions, add an emphasis-of-matter or other-matter paragraph(s) to our auditor's report, or if necessary, withdraw from the engagement. If our opinions on the basic financial statements are other than unmodified, we will discuss the reasons with you in advance. If, for any reason, we are unable to complete the audit or are unable to form or have not formed opinions, we may decline to express opinions or to issue a report as a result of this engagement.

### **Other**

We understand that your employees will prepare all confirmations we request and will locate any documents or support for any other transactions we select for testing.

If you intend to publish or otherwise reproduce the basic financial statements and make reference to our firm, you agree to provide us with printers' proofs or masters for our review and approval before printing. You also agree to provide us with a copy of the final reproduced material for our approval before it is distributed.

Regarding the electronic dissemination of audited financial statements, including financial statements published electronically on your Internet website, you understand that electronic sites are a means to distribute information and, therefore, we are not required to read the information contained in these sites or to consider the consistency of other information in the electronic site with the original document.

Professional standards prohibit us from being the sole host and/or the sole storage for your financial and non-financial data. As such, it is your responsibility to maintain your original data and records and we cannot be responsible to maintain such original information. By signing this engagement letter, you affirm that you have all the data and records required to make your books and records complete.

Village of Ridgeway  
Page 6

### **Provisions of Engagement Administration, Timing and Fees**

We will maintain various physical, electronic, policy, and procedural safeguards to guard your information and personal data. We may communicate with you and /or store data through email, facsimile, third-party vendor secured portals or cloud environments, or other electronic means. If a more secure medium of communication is desired, we will provide you with various electronic alternatives. Electronic data that is confidential may be transmitted and/or stored using these methods and you authorize us to do so. Notwithstanding the security measures and safeguards employed by us and/or our third-party vendors, you accept that we have no control over the unauthorized interception or breach of communications and/or data. All confidential, proprietary, and personally identifiable information should be transmitted through secure means which we have available. We may communicate with you or your other representatives through unencrypted email and you authorize us to do so. Emails can be intercepted and read, disclosed, or otherwise used or shared with an unintended third party, or may not be delivered to each of the parties or persons to whom they were originally directed. As such we cannot guarantee emails will be read only by the intended recipient(s). In the event of a data breach, each of us agrees to notify each other in the most expedient time possible and without unreasonable delay. We specifically disclaim and waive any liability or responsibility whatsoever for the unauthorized interception and/or disclosure of confidential or proprietary information transmitted in connection with the performance of this engagement, except to the extent determined as a result from our gross negligence or willful misconduct.

Many banks have engaged a third party to electronically process cash or debt audit confirmation requests, and certain of those banks have mandated the use of this service. Further, such third-party confirmation requests processors also provide for the electronic (and manual) processing of other confirmation types (e.g. legal, accounts receivable, and accounts payable). To the extent applicable, the Village of Ridgeway hereby authorizes Johnson Block & Company, Inc. to participate in such confirmation processes, including through the third party's website (e.g. by entering the Village of Ridgeway bank account information to initiate the process and then accessing the bank's confirmation response), and agrees that Johnson Block & Company, Inc. shall have no liability in connection therewith.

Shawn Roelli, CPA is the engagement partner for the audit services specified in this letter. The engagement partner's responsibilities include supervising Johnson Block & Company, Inc.'s services performed as part of this engagement and signing or authorizing another qualified firm representative to sign the audit report.

Village of Ridgeway  
 Page 7

Our fees are based on the amount of time required at various levels of responsibility, plus actual out-of-pocket expenses. Based on our preliminary estimates, the total fees and expenses should approximate the following plus out-of-pocket costs such as staff travel, mileage, confirmation service provider fees, etc.:

	<u>2025</u>
Audit Services	
General Fund and other governmental funds	\$ 10,000
TIF District (annual activity)	1,100
Water Utility	5,750
Sewer Utility	5,750
State Financial Report (Form C)	2,700
Public Service Commission Annual Report	2,700
Total	<u>\$ 28,000</u>

Time related to the following services will be billed at our standard hourly rates:

- Attendance at a board meeting to present the audit
- Compile TID annual report
- Governmental depreciation schedules and journal entries to record activity to comply with GASB 34
- Assistance adjusting net pension assets/liabilities, other postemployment benefit liabilities, and compensated absences liabilities to comply with GASB 68, GASB 75, and new GASB 101, respectively (if applicable)
- Lease schedules and journal entries to record activity to comply with GASB 87 (if applicable)
- Bookkeeping services and other services listed on page 9 of this letter

This letter was prepared under the assumption that a single audit performed in accordance with the Uniform Guidance will not be required. If we are requested or required by governmental agencies to audit additional funds or programs not included in our proposal, our time performing these services would be billed at our standard hourly rates. The amount of time spent on a single audit depends on the major programs.

Our invoices for these fees will be rendered as work progresses and are payable upon presentation. In accordance with firm policies, work may be suspended if your account becomes 60 days or more overdue and will not be resumed until your account is paid in full. If we elect to terminate our services for nonpayment, you will be obligated to compensate us for all time expended and to reimburse us for all out-of-pocket expenditures through the date of termination. Third-party confirmation providers for certain financial institutions may invoice us for responding to confirmation requests and we will pass those costs through to you.

The attached Addendums A, B, and C, which are an integral part of this engagement letter, relate to our preparation of the Department of Revenue annual report, the PSC annual report, and the TID report.

During the course of the audit we may observe opportunities for economy in, or improved controls over, your operations. We will bring such matters to the attention of the appropriate level of management, either orally or in writing.

Village of Ridgeway  
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We agree to retain our audit documentation or work papers for a period of at least seven years from the date of our report.

You agree to inform us of facts that may affect the basic financial statements of which you may become aware during the period from the date of the auditor's report to the date the financial statements are issued.

At the conclusion of our audit engagement, we will communicate to the Village Board the following significant findings from the audit:

- Our view about the qualitative aspects of the entity's significant accounting practices;
- Significant difficulties, if any, encountered during the audit;
- Uncorrected misstatements, other than those we believe are trivial, if any;
- Disagreements with management, if any;
- Other findings or issues, if any, arising from the audit that are, in our professional judgment, significant and relevant to those charged with governance regarding their oversight of the financial reporting process;
- Material, corrected misstatements that were brought to the attention of management as a result of our audit procedures;
- Representations we requested from management;
- Management's consultations with other accountants, if any; and
- Significant issues, if any, arising from the audit that were discussed, or the subject of correspondence, with management.

The audit documentation for this engagement is the property of Johnson Block and Company, Inc. and constitutes confidential information. However, we may be requested to make certain audit documentation available to regulators pursuant to authority given to it by law or regulation, or to peer reviewers. If requested, access to such audit documentation will be provided under the supervision of Johnson Block and Company Inc.'s personnel. Furthermore, upon request, we may provide copies of selected audit documentation to regulators. The regulators may intend, or decide, to distribute the copies of information contained therein to others, including other governmental agencies.

### **Changes in Accounting and Audit Standards**

Standard setters and regulators continue to evaluate and modify standards. Such changes may result in new or revised financial reporting and disclosure requirements or expand the nature, timing, and scope of the activities we are required to perform. To the extent that the amount of time required to provide the services described in this letter increases due to such changes, our fee may need to be adjusted.

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### **Unanticipated Services**

We do not anticipate encountering the need to perform additional services beyond those described in this letter. However, below are listings of services considered to be outside the scope of our engagement. If any such service needs to be completed before the audit can proceed in an efficient manner, we will determine whether we can provide the service and maintain our independence. If appropriate, we will notify you and provide a fair and reasonable price for providing the service. We will bill you for the service at periodic dates after the additional service has been performed.

#### Bookkeeping services

Bookkeeping services are not audit services. Bookkeeping services include but are not limited to the following activities:

- Preparation of a trial balance
- Account or bank statement reconciliations
- Capital asset accounting (e.g., calculating depreciation, identify capital assets for additions and deletions), unless previously agreed to as part of services to be provided
- Significant additional time spent calculating accruals
- Processing immaterial adjustments through the financial statements requested by management
- Adjusting the financial statements for new activities and new disclosures
- Requests and support related to budget preparation

#### Additional work resulting from unanticipated changes in your organization or accounting records

If your organization undergoes significant changes in key personnel, accounting systems, and/or internal control, we are required to update our audit documentation and audit plan. The following are examples of situations that will require additional audit work:

- Deterioration in the quality of the entity's accounting records during the current-year engagement in comparison to the prior-year engagement
- Significant new accounting issues, significant changes in your volume of business or new or unusual transactions
- Changes in audit scope or requirements resulting from changes in your activities
- Erroneous or incomplete accounting records
- Implementation or adoption of new or existing accounting, reporting, regulatory, or tax requirements and any applicable financial statement disclosures such as the implementation of GASB 101, compensated absences

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Please sign and return this letter to indicate your acknowledgment of, and agreement with, the arrangements for our audit of the basic financial statements including our respective responsibilities.

We appreciate the opportunity to be your financial statement auditors and look forward to working with you and your staff.

Respectfully,

*Johnson Block & Company, Inc.*

Johnson Block & Company, Inc.

RESPONSE:

This letter correctly sets forth our understanding.

Acknowledged and agreed on behalf of the Village of Ridgeway by:

Management Signature: \_\_\_\_\_

Title: \_\_\_\_\_

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

Governance Signature: \_\_\_\_\_

Title: \_\_\_\_\_

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

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## ADDENDUM A

We will perform the following services:

We will compile, from information you provide, the annual Financial Report Form to the Wisconsin Department of Revenue, for the year ended December 31, 2025. Upon completion of the compilation of the annual Financial Report Form, we will provide the Village of Ridgeway with our accountant's compilation report. If, for any reason caused by or relating to affairs or management of the Village of Ridgeway, we are unable to complete the compilation or if we determine in our professional judgement the circumstances necessitate, we may withdraw and decline to submit the annual Financial Report Forms to you as a result of this engagement.

### **Our Responsibilities and Limitations**

We will be responsible for performing the compilation in accordance with *Statements on Standards for Accounting and Review Services* established by the American Institute of Certified Public Accountants. The objective of a compilation is to assist management in presenting financial information in the form of financial statements. We will utilize information that is the representation of management without undertaking to obtain or provide any assurance that there are no material modifications that should be made to the financial statements in order for the statements to be in conformity with accounting principles generally accepted in the United States of America.

Our engagement cannot be relied upon to disclose errors, fraud, or other illegal acts that may exist and, because of the limited nature of our work, detection is highly unlikely. However, we will inform the appropriate level of management of any material errors, and of any evidence that fraud may have occurred. In addition, we will report to you any evidence or information that comes to our attention during the performance of our compilation procedures regarding illegal acts that may have occurred, unless they are clearly inconsequential. We have no responsibility to identify and communicate deficiencies in your internal control as part of this engagement.

### **Management's Responsibilities**

The Village of Ridgeway's management is responsible for the financial statements referred to above. In this regard, management is responsible for (i) the preparation and fair presentation of the financial statements in accordance with accounting principles generally accepted in the United States of America, (ii) designing, implementing, and maintaining internal control relevant to the preparation and fair presentation of the financial statements, (iii) preventing and detecting fraud, (iv) identifying and ensuring that the entity complies with the laws and regulations applicable to its activities, and (v) making all financial records and related information available to us. Management also is responsible for identifying and ensuring that the Village of Ridgeway complies with the laws and regulations applicable to its activities.

Management is responsible for providing us with the information necessary for the compilation of the financial statements and the completeness and the accuracy of that information and for making the Village of Ridgeway personnel available to whom we may direct inquiries regarding the compilation. We may make specific inquiries of management and others about the representations embodied in the financial statements.

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## ADDENDUM B

We will perform the following services:

We will compile, from information you provide, the Public Service Commission Annual Report, including the balance sheet of the water utility, an enterprise fund of the Village of Ridgeway, as of December 31, 2025, and the related income statements for the year then ended and the supplemental schedules as of and for the year ended December 31, 2025. Upon completion of the Public Service Commission Annual Report, we will provide the Village of Ridgeway with our accountant's compilation report. If, for any reason caused by or relating to affairs or management of the Village of Ridgeway we are unable to complete the compilation or if we determine in our professional judgment the circumstances necessitate, we may withdraw and decline to submit the Public Service Commission Annual Report to you as a result of this engagement.

### **Our Responsibilities and Limitations**

We will be responsible for performing the compilation in accordance with *Statements on Standards for Accounting and Review Services* established by the American Institute of Certified Public Accountants. The objective of a compilation is to assist management in presenting financial information in the form of financial statements. We will utilize information that is the representation of management without undertaking to obtain or provide any assurance that there are no material modifications that should be made to the financial statements in order for the statements to be in conformity with accounting principles generally accepted in the United States of America.

Our engagement cannot be relied upon to disclose errors, fraud, or other illegal acts that may exist and, because of the limited nature of our work, detection is highly unlikely. However, we will inform the appropriate level of management of any material errors, and of any evidence that fraud may have occurred. In addition, we will report to you any evidence or information that comes to our attention during the performance of our compilation procedures regarding illegal acts that may have occurred, unless they are clearly inconsequential. We have no responsibility to identify and communicate deficiencies in your internal control as part of this engagement.

### **Management's Responsibilities**

The Village of Ridgeway management is responsible for the financial statements referred to above. In this regard, management is responsible for (i) the preparation and fair presentation of the financial statements in accordance with accounting principles generally accepted in the United States of America, (ii) designing, implementing, and maintaining internal control relevant to the preparation and fair presentation of the financial statements, (iii) preventing and detecting fraud, (iv) identifying and ensuring that the entity complies with the laws and regulations applicable to its activities, and (v) making all financial records and related information available to us. Management also is responsible for identifying and ensuring that the Village of Ridgeway complies with the laws and regulations applicable to its activities.

Management is responsible for providing us with the information necessary for the compilation of the financial statements and the completeness and the accuracy of that information and for making the Village of Ridgeway personnel available to whom we may direct inquiries regarding the compilation. We may make specific inquiries of management and others about the representations embodied in the financial statements.

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### ADDENDUM C

We will perform the following services:

We will compile, from information you provide the TID Annual Report(s) in accordance with requirements of the Wisconsin State Statutes for the year ended December 31, 2025. Upon completion of the compilation of the TID Annual Report(s), we will provide the Village with our accountant's compilation report. If, for any reason caused by or relating to affairs or management of the Village, we are unable to complete the compilation of if we determine in our professional judgement the circumstances necessitate, we may withdraw and decline to submit the TID Annual Report(s) to you as a result of this engagement.

#### **Our Responsibilities and Limitations**

We will be responsible for performing the compilation in accordance with *Statements on Standards for Accounting and Review Services* established by the American Institute of Certified Public Accountants. The objective of a compilation is to assist management in presenting financial information in the form of financial statements. We will utilize information that is the representation of management without undertaking to obtain or provide any assurance that there are no material modifications that should be made to the financial statements in order for the statements to be in conformity with accounting principles generally accepted in the United States of America.

Our engagement cannot be relied upon to disclose errors, fraud, or other illegal acts that may exist and, because of the limited nature of our work, detection is highly unlikely. However, we will inform the appropriate level of management of any material errors, and of any evidence that fraud may have occurred. In addition, we will report to you any evidence or information that comes to our attention during the performance of our compilation procedures regarding illegal acts that may have occurred, unless they are clearly inconsequential. We have no responsibility to identify and communicate deficiencies in your internal control as part of this engagement.

#### **Management's Responsibilities**

The Village's management is responsible for the financial statements referred to above. In this regard, management is responsible for (i) the preparation and fair presentation of the financial statements in accordance with accounting principles generally accepted in the United States of America, (ii) designing, implementing, and maintaining internal control relevant to the preparation and fair presentation of the financial statements, (iii) preventing and detecting fraud, (iv) identifying and ensuring that the entity complies with the laws and regulations applicable to its activities, and (v) making all financial records and related information available to us. Management also is responsible for identifying and ensuring that the Village complies with the laws and regulations applicable to its activities.

Management is responsible for providing us with the information necessary for the compilation of the financial statements and the completeness and the accuracy of that information and for making Village personnel available to whom we may direct inquiries regarding the compilation. We may make specific inquiries of management and others about the representations embodied in the financial statements.