



**A G E N D A**  
**CITY OF WAUPUN SPECIAL COMMON COUNCIL**  
**Waupun City Hall – 201 E. Main Street, Waupun WI**  
**Tuesday, January 28, 2020 at 5:30 PM**

**CALL TO ORDER**

**ROLL CALL**

**CONSENT AGENDA**

- [1.](#) Future Meetings & Gatherings, License and Permit Applications, Expenses

**ADMINISTRATORS UPDATE**

- [2.](#) Overview Implications of Dodge County Ambulance Study

**RECOMMENDATIONS FROM BOARDS, COMMITTEES, COMMISSIONS**

- [3.](#) Certified Survey Map- Joseph & Alyssa Priebe 900 Summer Ave. *(Plan Commission 01-15-20)*

**RESOLUTIONS-ORDINANCES** *(Roll Call Motion)*

- [4.](#) Resolution Authorizing 2019 Budget Amendments in a Series of Funds
- [5.](#) Resolution Approving the Carry Forward of Unexpended 2019 Appropriations
- [6.](#) Resolution to Refund and Rescind 2019 Real and Personal Property Taxes

**CONSIDERATION - ACTION**

- [7.](#) Relocation order and right-of-way plat for Project ID 6998-05-04; Madison Street.
- [8.](#) Sales Study and Nominal payment Parcel Report for Project ID 6998-05-04; Madison Street.

**CLOSED SESSION**

The Waupun Common Council will adjourn in closed session under Section 19.85 (1) (c) (g) of the WI Statutes for:

(e) Deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session.

(g) Conferring with legal counsel for the governmental body who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation in which it is or is likely to become involved.

9. Negotiations of former MVP Property located in TID 5
10. Investment of public funds for property located in Waupun Industrial Park
11. Consultation on Property located at 275 S. Madison Street

**OPEN SESSION**

The Waupun Common Council will reconvene in open session under Section 19.85(2) of the WI Statutes.

**ACTION FROM CLOSED SESSION**

**ADJOURNMENT**

*Upon reasonable notice, efforts will be made to accommodate disabled individuals through appropriate aids and services. For additional information, contact the City Clerk at 920-324-7915.*



## AGENDA SUMMARY SHEET

**MEETING DATE:** 01/28/20

**TITLE:** Future Meetings & Gatherings, License and Permit Applications, Expenses

**AGENDA SECTION:** CONSENT AGENDA

**PRESENTER:** Angela Hull, Clerk

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DEPARMTENT GOAL(S) SUPPORTED <i>(if applicable)</i>	FISCAL IMPACT	

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**ISSUE SUMMARY:**

The Consent Agenda consist of future meetings and gatherings of the Common Council and consideration of licenses and permits and payment of expenses.

**Future Meetings and Gatherings**

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Tuesday, February 11, 2020	Common Council	6:00pm	City Hall
Tuesday, February 25, 2020	Committee of the Whole	5:30pm	City Hall
Tuesday, March 10, 2020	Common Council	6:00pm	City Hall
Tuesday, March 31, 2020	Committee of the Whole	5:30pm	City Hall
Tuesday, April 14, 2020	Common Council	6:00pm	City Hall
Tuesday, April 21, 2020	Seating of the 2020 Council	5:30pm	City Hall
Tuesday, April 28, 2020	Committee of the Whole	5:30pm	City Hall

**License and Permit Applications**

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**OPERATOR LICENSE:** Jeffrey Collien, Jaden Collien

**STAFF RECOMENDATION:**

Approve the Consent Agenda

**ATTACHMENTS:**

Expense Report

**RECOMENDED MOTION:**

Motion to approve the Consent Agenda. (Roll Call)

## Report Criteria:

Report type: Summary

Check Issue Date	Check Number	Payee	Amount
01/16/2020	99253	ADVANCED DISPOSAL	43,425.11
01/16/2020	99254	AIRGAS USA, LLC	642.06
01/16/2020	99255	CEDAR CORPORATION	7,337.64
01/16/2020	99256	CONWAY SHIELD	2,139.90
01/16/2020	99257	COTTINGHAM & BUTLER INSURANCE	103.77
01/16/2020	99258	GREMME & ASSOCIATES INC	8,619.35
01/16/2020	99259	KREITZMAN, TREVOR	118.69
01/16/2020	99260	PIZZA RANCH	104.33
01/16/2020	99261	SCHOOL DISTRICT OF WAUPUN	13,040.23
01/16/2020	99262	VANTAGE POINT TRANSFER AGENTS	19,750.99
01/16/2020	99263	WAUPUN UTILITIES	24,926.70
01/16/2020	99264	WI DEPART OF TRANSPORTATION	6,745.21
01/17/2020	99281	BALLWEG IMPLEMENT	718.39
01/17/2020	99282	CAPITAL NEWSPAPERS	17.39
01/17/2020	99283	CAPITAL NEWSPAPERS	408.50
01/17/2020	99284	CHARTER COMMUNICATIONS	1,051.75
01/17/2020	99285	COBAN TECHNOLOGIES INC	494.00
01/17/2020	99286	DAILY CITIZEN	343.24
01/17/2020	99287	DODGE CTY EXEC LAW ENFORCEME	55.00
01/17/2020	99288	EMERGENCY COMMUNICATION SYST	662.21
01/17/2020	99289	FBINAA	110.00
01/17/2020	99290	FASTENAL CO.	25.83
01/17/2020	99291	FIX, TRAVIS	72.57
01/17/2020	99292	FDL COUNTY LE EXECUTIVE ASSOCI	40.00
01/17/2020	99293	GOODYEAR COMMERCIAL TIRE & SE	2,230.69
01/17/2020	99294	GUNDERSON, INC.	334.12
01/17/2020	99295	KREITZMAN, TREVOR	13.00
01/17/2020	99296	LAKE AREA PUBLIC WORKS ASSOC	75.00
01/17/2020	99297	LUECK, FRED	20.00
01/17/2020	99298	MARCO TECHNOLOGIES LLC	47.07
01/17/2020	99299	MORAIN PARK TECHNICAL COLLEG	75.01
01/17/2020	99300	NORTHERN LIGHTS DISPLAY	384.90
01/17/2020	99301	PERKINS OIL	2,472.25
01/17/2020	99302	PETTY CASH-CITY HALL	78.94
01/17/2020	99303	STREICHER'S	1,606.00
01/17/2020	99304	TIPTON, ALEXANDRA	13.00
01/17/2020	99305	TITAN PUBLIC SAFETY SOLUTIONS LL	788.00
01/17/2020	99306	TRUCK EQUIPMENT INC	328.40
01/17/2020	99307	UNIFORM SHOPPE	57.85
01/17/2020	99308	VAN'S AUTO	30.00
01/17/2020	99309	WAUPUN ATHLETIC BOOSTER CLUB	100.00
01/17/2020	99310	WAUPUN CHAMBER OF COMMERCE	320.00
01/17/2020	99311	WI DEPART OF JUSTICE	366.00
Grand Totals:			140,293.09

## Report Criteria:

[Report].Invoice Date = 01/16/2020,01/17/2020

Invoice	Description	Invoice Date	Total Cost	GL Account
<b>615 ADVANCED DISPOSAL</b>				
E10001390083	Recycle - 2019	01/16/2020	8,974.12	420-70-5436-3-38
E10001390083	Residential Trash - 2019	01/16/2020	34,450.99	425-70-5476-3-38
Total 615 ADVANCED DISPOSAL:			43,425.11	
<b>987 AIRGAS USA, LLC</b>				
9967331504	Gas cylinders/hazmat handling - 2019	01/16/2020	642.06	100-70-5411-3-36
Total 987 AIRGAS USA, LLC:			642.06	
<b>4015 BALLWEG IMPLEMENT</b>				
P79732	valve - replace leaking steering valve	01/17/2020	718.39	100-70-5411-3-36
Total 4015 BALLWEG IMPLEMENT:			718.39	
<b>7058 CAPITAL NEWSPAPERS</b>				
1684541	Public hearing	01/17/2020	17.39	100-10-5110-3-35
Total 7058 CAPITAL NEWSPAPERS:			17.39	
<b>7059 CAPITAL NEWSPAPERS</b>				
1-17-20	Subscription 1/16/20 - 1/13/21	01/17/2020	408.50	100-10-5110-3-35
Total 7059 CAPITAL NEWSPAPERS:			408.50	
<b>8046 CEDAR CORPORATION</b>				
102219	Housing Study & needs analysis thru 12-28-19	01/16/2020	2,337.64	100-80-5670-3-38
102218	Facilitation Services thru 12-28-19	01/16/2020	5,000.00	400-70-5420-8-00
Total 8046 CEDAR CORPORATION:			7,337.64	
<b>10048 CHARTER COMMUNICATIONS</b>				
64276-JAN20	city hall - voice	01/17/2020	119.97	100-10-5197-3-31
54053-JAN20	aquatic center	01/17/2020	110.74	100-20-5523-3-38
41336-JAN20	PD - voice	01/17/2020	172.24	100-40-5211-3-31
18615-JAN20	PD - tv, internet, voice	01/17/2020	336.34	100-40-5211-3-38
41336-JAN20	FD - voice	01/17/2020	23.49	100-50-5231-3-31
15199-JAN20	garage - tv, internet, voice	01/17/2020	288.97	100-70-5412-3-38
Total 10048 CHARTER COMMUNICATIONS:			1,051.75	
<b>10354 COBAN TECHNOLOGIES INC</b>				
26482	DEV Software coverage	01/17/2020	494.00	100-40-5212-3-38
Total 10354 COBAN TECHNOLOGIES INC:			494.00	
<b>10476 CONWAY SHIELD</b>				
0356538	turnout gear - 2019	01/16/2020	2,139.90	410-50-5231-4-00
Total 10476 CONWAY SHIELD:			2,139.90	
<b>10555 COTTINGHAM &amp; BUTLER INSURANCE SERVICES</b>				
165979	travel expenses for Glynn - 2019	01/16/2020	103.77	100-10-5191-3-38



Invoice	Description	Invoice Date	Total Cost	GL Account
Total 10555 COTTINGHAM & BUTLER INSURANCE SERVICES:			103.77	
<b>10920 DAILY CITIZEN</b>				
JAN20	annual subscription - PD	01/17/2020	343.24	100-40-5211-3-35
Total 10920 DAILY CITIZEN:			343.24	
<b>11805 DODGE CTY EXEC LAW ENFORCEMENT ASSOC</b>				
2020DUES	Dues - 2020	01/17/2020	55.00	100-40-5211-3-34
Total 11805 DODGE CTY EXEC LAW ENFORCEMENT ASSOC:			55.00	
<b>12529 EMERGENCY COMMUNICATION SYSTEMS INC</b>				
2987	siren controller radio repair	01/17/2020	662.21	100-50-5251-3-38
Total 12529 EMERGENCY COMMUNICATION SYSTEMS INC:			662.21	
<b>12640 FBINAA</b>				
2020	Dues - Louden	01/17/2020	110.00	100-40-5211-3-34
Total 12640 FBINAA:			110.00	
<b>12760 FASTENAL CO.</b>				
WIBEA110544	rear door latch	01/17/2020	25.83	100-70-5411-3-36
Total 12760 FASTENAL CO.:			25.83	
<b>13275 FIX, TRAVIS</b>				
1-17-20	mileage reimbursement - return to work process	01/17/2020	48.30	100-40-5212-3-37
1-17-20	medical review testing - mileage	01/17/2020	24.27	100-40-5212-3-38
Total 13275 FIX, TRAVIS:			72.57	
<b>13635 FDL COUNTY LE EXECUTIVE ASSOCIATION</b>				
2020	2020 FDL Law Enfor Exec Assoc Annual Dues	01/17/2020	40.00	100-40-5211-3-34
Total 13635 FDL COUNTY LE EXECUTIVE ASSOCIATION:			40.00	
<b>14641 GOODYEAR COMMERCIAL TIRE &amp; SER</b>				
132-1178153	tires - DPW	01/17/2020	1,760.00	100-70-5411-3-36
132-1178152	tires - DPW	01/17/2020	470.69	100-70-5411-3-36
Total 14641 GOODYEAR COMMERCIAL TIRE & SER:			2,230.69	
<b>14791 GREMMER &amp; ASSOCIATES INC</b>				
10-10	Madison St Construction - Water/Sewer	01/16/2020	798.00	100-13850
7/7	Madison Eng Dsgn Ph 2-Water/Sewer	01/16/2020	528.00	100-13850
10-10	Madison St Construction - Street	01/16/2020	1,943.00	400-70-5436-8-00
7/7	Madison Eng Dsgn Ph 2-Street	01/16/2020	2,901.27	400-70-5436-8-00
10-10	Madison St Construction - Storm	01/16/2020	798.00	700-10-5192-8-00
7/7	Madison Eng Dsgn Ph 2-Storm	01/16/2020	1,651.08	700-10-5192-8-00
Total 14791 GREMMER & ASSOCIATES INC:			8,619.35	
<b>15075 GUNDERSON, INC.</b>				
816738	Senior center rugs	01/17/2020	52.26	100-70-5410-3-36
816745	fire Dept-Rugs	01/17/2020	50.17	100-70-5410-3-36

Invoice	Description	Invoice Date	Total Cost	GL Account
816740	Library Rugs	01/17/2020	61.18	100-70-5410-3-36
819017	CITY HALL rugs	01/17/2020	62.93	100-70-5410-3-38
818230	Garage supplies	01/17/2020	42.84	100-70-5411-3-36
820573	Garage supplies	01/17/2020	26.29	100-70-5411-3-38
820574	Uniform/charges	01/17/2020	20.06	100-70-5411-3-38
818231	Uniform/charges	01/17/2020	18.39	100-70-5412-3-38
Total 15075 GUNDERSON, INC.:			334.12	
<b>17139 KREITZMAN, TREVOR</b>				
1-16-20	clothing allowance - 2019	01/16/2020	118.69	100-12634
1-17-20	Reimburse meals	01/17/2020	13.00	100-40-5215-3-37
Total 17139 KREITZMAN, TREVOR:			131.69	
<b>17225 LAKE AREA PUBLIC WORKS ASSOC</b>				
2020-YR	Annual Membership Fees	01/17/2020	75.00	100-70-5420-3-34
Total 17225 LAKE AREA PUBLIC WORKS ASSOC:			75.00	
<b>17900 LUECK, FRED</b>				
1-17-20	Plan Commission Minutes - Jan 2020	01/17/2020	20.00	100-80-5632-1-10
Total 17900 LUECK, FRED:			20.00	
<b>18459 MARCO TECHNOLOGIES LLC</b>				
INV7161599	Konica/A7PY011X001	01/17/2020	47.07	100-40-5211-3-38
Total 18459 MARCO TECHNOLOGIES LLC:			47.07	
<b>19450 MORAIN PARK TECHNICAL COLLEGE</b>				
N00411568	Food Sanitation class - Kaminski	01/17/2020	75.01	100-20-5523-3-37
Total 19450 MORAIN PARK TECHNICAL COLLEGE:			75.01	
<b>20622 NORTHERN LIGHTS DISPLAY</b>				
20-1004	Christmas Lights repair	01/17/2020	384.90	100-10-5534-3-38
Total 20622 NORTHERN LIGHTS DISPLAY:			384.90	
<b>21245 PERKINS OIL</b>				
0074304-IN	Bulk oil	01/17/2020	2,472.25	100-70-5411-3-36
Total 21245 PERKINS OIL:			2,472.25	
<b>21450 PETTY CASH-CITY HALL</b>				
1-17-20	Postage	01/17/2020	51.00	100-10-5110-3-35
1-17-20	card - retirement	01/17/2020	5.26	100-40-5211-3-38
1-17-20	retirement cake	01/17/2020	18.99	100-40-5211-3-38
1-17-20	switch - DPW	01/17/2020	3.69	100-70-5411-3-36
Total 21450 PETTY CASH-CITY HALL:			78.94	
<b>21825 PIZZA RANCH</b>				
1-16-20	Fish with Me Tournament - error in prior billing	01/16/2020	104.33	100-20-5525-3-39
Total 21825 PIZZA RANCH:			104.33	

Invoice	Description	Invoice Date	Total Cost	GL Account
<b>23300 SCHOOL DISTRICT OF WAUPUN</b>				
1-16-20	2019 Mobile Home Fee Allocation	01/16/2020	13,040.23	100-41-4114-0-00
Total 23300 SCHOOL DISTRICT OF WAUPUN:			13,040.23	
<b>24470 STREICHER'S</b>				
1407055	ball panel sets	01/17/2020	1,418.00	100-40-5212-3-38
1406552	helmet	01/17/2020	188.00	100-40-5215-3-38
Total 24470 STREICHER'S:			1,606.00	
<b>25061 TIPTON, ALEXANDRA</b>				
1-17-20	meal reimbursement - training	01/17/2020	13.00	100-40-5215-3-37
Total 25061 TIPTON, ALEXANDRA:			13.00	
<b>25068 TITAN PUBLIC SAFETY SOLUTIONS LLC</b>				
4934	TIPSS Courts - Annual Support	01/17/2020	788.00	100-40-5212-3-38
Total 25068 TITAN PUBLIC SAFETY SOLUTIONS LLC:			788.00	
<b>25446 TRUCK EQUIPMENT INC</b>				
881917-00	spare lights for trucks	01/17/2020	190.42	100-70-5411-3-36
882131-00	forward lighting - LED bar lamp	01/17/2020	137.98	100-70-5411-3-36
Total 25446 TRUCK EQUIPMENT INC:			328.40	
<b>25482 UNIFORM SHOPPE</b>				
295531	clothing allowance	01/17/2020	57.85	100-12634
Total 25482 UNIFORM SHOPPE:			57.85	
<b>26199 VAN'S AUTO</b>				
20-0015	command vehicle	01/17/2020	30.00	100-50-5231-3-36
Total 26199 VAN'S AUTO:			30.00	
<b>26208 VANTAGE POINT TRANSFER AGENTS</b>				
1-16-20	2019 Sick Leave Payout To ICMA	01/16/2020	2,777.72	100-10-5141-2-24
1-16-20	2019 Sick Leave Payout To ICMA	01/16/2020	6,427.41	100-40-5211-2-24
1-16-20	2019 Sick Leave Payout To ICMA	01/16/2020	1,657.46	100-50-5231-2-24
1-16-20	2019 Sick Leave Payout To ICMA	01/16/2020	2,112.38	100-70-5410-2-24
1-16-20	2019 Sick Leave Payout To ICMA	01/16/2020	844.44	100-70-5420-2-24
1-16-20	2019 Sick Leave Payout To ICMA	01/16/2020	2,943.55	100-70-5431-2-24
1-16-20	2019 Sick Leave Payout To ICMA	01/16/2020	2,776.92	210-60-5511-2-24
1-16-20	2019 Sick Leave Payout To ICMA	01/16/2020	211.11	700-10-5190-2-24
Total 26208 VANTAGE POINT TRANSFER AGENTS:			19,750.99	
<b>26795 WAUPUN ATHLETIC BOOSTER CLUB</b>				
1-17-20	Gift cards for Grace Lenz - Aging Coalition Logo	01/17/2020	100.00	220-54-5460-3-38
Total 26795 WAUPUN ATHLETIC BOOSTER CLUB:			100.00	
<b>26900 WAUPUN CHAMBER OF COMMERCE</b>				
1-17-20	2020 Waupunies Event Early Bird Tickets	01/17/2020	240.00	100-10-5110-3-37
1-17-20	2020 Waupunies Event Early Bird Tickets	01/17/2020	40.00	100-10-5191-3-37
1-17-20	Waupunies Event 2020 - Early Bird Tickets	01/17/2020	40.00	100-20-5513-3-37

Invoice	Description	Invoice Date	Total Cost	GL Account
Total 26900 WAUPUN CHAMBER OF COMMERCE:			320.00	
<b>27450 WAUPUN UTILITIES</b>				
DEC2019	Monthly utility charges - 2019	01/16/2020	136.17	100-20-5512-3-32
DEC2019	Monthly utility charges - 2019	01/16/2020	639.10	100-20-5513-3-32
DEC2019	Monthly utility charges - 2019	01/16/2020	837.25	100-20-5523-3-32
DEC2019	Monthly utility charges - 2019	01/16/2020	2,272.66	100-20-5525-3-32
DEC2019	Monthly utility charges - 2019	01/16/2020	817.30	100-40-5211-3-32
DEC2019	Monthly utility charges - 2019	01/16/2020	484.68	100-50-5231-3-32
DEC2019	Monthly utility charges - 2019	01/16/2020	16.00	100-50-5251-3-32
DEC2019	Monthly utility charges - 2019	01/16/2020	5,858.25	100-70-5410-3-32
DEC2019	Monthly utility charges - 2019	01/16/2020	1,276.59	100-70-5412-3-32
DEC2019	Monthly utility charges - 2019	01/16/2020	309.46	100-70-5441-3-32
DEC2019	Monthly utility charges - 2019	01/16/2020	10,808.59	100-70-5442-3-32
DEC2019	Monthly utility charges - 2019	01/16/2020	1,425.29	210-60-5511-3-32
DEC2019	Monthly utility charges - 2019	01/16/2020	45.36	700-10-5192-3-32
Total 27450 WAUPUN UTILITIES:			24,926.70	
<b>28650 WI DEPART OF JUSTICE</b>				
455TIME-0000007956	quarterly billing-Time System	01/17/2020	366.00	100-40-5213-3-38
Total 28650 WI DEPART OF JUSTICE:			366.00	
<b>28963 WI DEPART OF TRANSPORTATION</b>				
395-0000154543	C Waupun, Fox Lake Street	01/16/2020	6,550.27	100-70-5420-3-38
395-0000154615	Madison Ph 2 Dsgn Review - Street	01/16/2020	124.24	400-70-5436-8-00
395-0000154615	Madison Ph 2 Dsgn Review - SW	01/16/2020	70.70	700-10-5192-8-00
Total 28963 WI DEPART OF TRANSPORTATION:			6,745.21	
Grand Totals:			140,293.09	

## Report GL Period Summary

GL Period	Amount
01/20	13,339.11
12/19	126,953.98
Grand Totals:	140,293.09

Vendor number hash: 995804  
Vendor number hash - split: 1738875  
Total number of invoices: 60  
Total number of transactions: 92

Terms Description	Invoice Amount	Discount Amount	Net Invoice Amount
Open Terms	140,293.09	.00	140,293.09
Grand Totals:	140,293.09	.00	140,293.09

Terms Description	Invoice Amount	Discount Amount	Net Invoice Amount
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## Report Criteria:

[Report].Invoice Date = 01/16/2020,01/17/2020



## AGENDA SUMMARY SHEET

**MEETING DATE:** 1/28/20

**TITLE:** Overview Implications of Dodge County Ambulance Study

**AGENDA SECTION:** ADMINISTRATOR UPDATE

**PRESENTER:** Kathy Schlieve, Administrator  
BJ Demaa, Fire Chief

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DEPARMTENT GOAL(S) SUPPORTED <i>(if applicable)</i>	FISCAL IMPACT	
Safe Community		

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### SUMMARY ISSUE

On Tuesday, 1/21, Dodge County Supervisors were presented with an overview of a report completed by Strategic Management & Consulting Group which overviews the ambulance system and EMS Operations in Dodge County. The report notes a number of challenges confronting EMS delivery in the county and offers a number of recommendations for consideration. A number of staff as well as Mayor Nickel and Alderperson Vossekuil attended the presentation. We will provide an overview of the findings and discuss implications to our service as we seek to ensure strong EMS services in Waupun and the Waupun ambulance district.

### STAFF RECOMMENDATION:

Discussion only

### ATTACHMENTS:

None

### RECOMMENDED MOTION:

N/A

# Dodge County, WI



## Ambulance System and EMS Operations Evaluation, Review, Findings, and Recommendations

Prepared by:



**STRATEGIC**  
MANAGEMENT & CONSULTING

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## **Glossary**

- 1. ALS – Advanced Life Support**
- 2. AED – Automatic External Defibrillator**
- 3. BLS – Basic Life Support**
- 4. CAAS – Commission on Accreditation of Ambulance Service Standards**
- 5. EMR – Emergency Medical Responder**
- 6. EMS – Emergency Medical Services**
- 7. EMT – Emergency Medical Technician**
- 8. EMT-P – Emergency Medical Technician - Paramedic**
- 9. NFPS – National Fire Protection Agency**
- 10. SOG's – Standard Operating Guidelines**



## PREAMBLE

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As with any quality review of an EMS system it is important to understand the circumstance that led up to the need of such a review. In the case of Dodge County, it had become increasingly obvious that some EMS agencies were having difficulty in assembling a legal ambulance crew to respond to a 9-1-1 request for emergency services. This difficulty presented itself on a more frequent basis to the point where patient care standards were not being met. EMS leaders in the County gathered together to begin to discuss this important topic. It didn't take long to realize that in one way or another most agencies were experiencing or felt that they are on the brink of experiencing the same obstacles to being able to respond to 9-1-1 ambulance requests. Emergency Medical Services is a tough, demanding and necessary service in today's society. Paramedics (EMT-P's), Emergency Medical Technicians (EMT's) and Emergency Medical Responders (EMR's) are on call around the clock to respond to anything imaginable from broken bones to heart attacks, car crashes and assaults, and everything in between.

They also have to manage non-emergency calls to transfer patients to doctor's offices or from one facility to another. The wheels on the ambulances rarely stop rolling. Demand for both emergency and non-emergency calls has grown tremendously and doesn't show any signs of slowing down. At the same time, the job market has opened for EMT's and Paramedics within other areas of the health care industry, making it harder and harder for ambulance services to recruit people to staff shifts on a regular basis.

To further illustrate that the problems plaguing Dodge County are not just local—they are happening throughout the Country--below are just a few media headlines that have appeared over the past year.

***“CRITICAL EMS STAFFING SHORTAGES IN EMS”***

***“AMBULANCE SERVICES FACE NATIONAL  
PARAMEDIC SHORTAGE”***

***“NATIONWIDE EMT SHORTAGE PLAUGES  
EMERGENCY PROVIDER”***



***“MICHIGAN FACES STAFFING SHORTAGE IN EMS INDUSTRY”***

***“KENTUCKY’S EMS WORKERS ARE BURNED OUT AND IT’S HURTING PATIENTS”***

***“EMS DILEMMA: FEWER PEOPLE WANT TO BE EMT’S AND PARAMEDIC’S”***

***“FINANCIAL WOES, STAFFING SHORTAGES THREATEN THE FUTURE OF EMS”***

***“LOUISVILLE EMS STAFFING SHORTAGE CAUSES EMS TO ARRIVE LATE.”***

***“WITHOUT ENOUGH VOLUNTEERS TO RUN AN AMBULANCE CALL ANYMORE  
AND WITHOUT THE CALL VOUME TO SUPPORT A PAID STAFF,  
MORE SERVICES ARE CLOSING.”***

***“INTERNAL MEMO REVEALS STAFFING SHORTAGES,  
SLOWER RESPONSE TIMES FOR CHARLESTON CO. EMS”***



## GENERAL HISTORY OF EMS

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In 1966 a landmark White Paper was completed by the Federal Government addressing the problem of the number of citizens that were being severely injured or killed on the highways of the United States. In 1966 Lyndon B. Johnson and President's Commission on Highway Safety/National Academy of Sciences declares the carnage of "the neglected disease of modern society." Across the country, emergency medical services (EMS) agencies are facing numerous challenges with regard to their funding, management, workforce, infrastructure, and research base. Though the modern EMS system was instituted and funded in large part by the federal government through the Highway Safety Act of 1966 and the EMS Act of 1973, federal support for EMS agencies declined precipitously in the early 1980s. Since that time, states and local agencies have had no choice but to take more prominent roles in financing and designing EMS programs. The result has been considerable fragmentation of EMS care and wide variability in the type of care that is offered from state to state and region to region.

### **Fast Forward to recent times**

A decade ago, volunteer ambulance services thrived, especially in rural communities where pride and volunteerism were strong. However, a downturn in the economy and increased demand for quality health care has changed the business model for rural

EMS providers. It's all about the resource limitation, which is one of the determining factors on whether a volunteer service can provide the level of care that a community wants or whether a volunteer service has the funding necessary to provide that care.

Young families hit hard by the recession were the backbone of many volunteer services. A 2011 national EMS assessment showed that 70 percent of EMS providers, volunteer or professional, were between the ages of 20 and 49. Demographics (of rural communities) have dramatically shifted; there are more two-income families that are dependent on the additional funds to make ends meet today.

Unfortunately, there are less and less people that are interested in filling the void, within the volunteer EMS community. In recent years, many studies across the country have attempted to understand and determine definitive solutions to the EMS staffing problem. One study performed by the North Carolina Rural Health Research & Policy Analysis Center brought to light many of the issues faced in North Carolina that could easily be expanded to encompass the entire nation. According to this research, only 50% of EMS services in 2008 were fully staffed, of which, more than 63% had a volunteer component as part of their staffing level. These statistics alone showed the need for change in the EMS system. Since 2008 the problem has grown significantly—with services actually closing the doors. How do we ensure adequate staffing and retain the employees, both career and volunteer? That is the question being asked in most every rural area in Wisconsin.

The standard in the EMS industry for gauging adequate response to an incident is the response time. The National Fire Protection Agency (NFPA) recommends that Basic Life Support (BLS) first response providers arrive with an AED on scene within 4 minutes and Advanced Life Support (ALS) providers arrive on scene within 8 minutes. While there is current debate on whether or not these response time guidelines are appropriate, the argument can easily be made that the quicker trained personnel arrive on scene to help mitigate an emergency situation, the better the outcome of that situation. The ability for a service to provide trained personnel to mitigate the emergency is directly related to the staffing levels and call volume each agency is responsible for.



## WHAT CAUSED THE PROBLEM TO SPIN OUT OF CONTROL?

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The modern EMS System began to take shape in the U.S. during the 1960s following the publication of a report titled "Accidental Death and Disability: The Neglected Disease of Modern Society," by the National Research Council. As we progressed through the 1970s and '80s, Americans were provided prehospital care by trained members of local ambulance providers, police or fire departments. Throughout the late 20th century, many developments in medicine and emergency medical care created the need for additional training, certification and continuing education for pre-hospital providers.

With these industry developments, volunteer EMS agencies began to decline as volunteer members found it difficult to meet these new requirements. When asked about difficulties retaining personnel, more than 65% of respondents reported that time and scheduling conflicts contributed to retention problems. Agencies with operational authority over these EMS entities began incentive programs to keep volunteers while pushing for state tax breaks for volunteering and even hiring supplemental career personnel to provide the necessary service to the community. These initiatives have helped slow the shortage but did not prove to be a definitive answer.

It is important to understand why people are leaving or have left the service. Usually, people don't leave EMS because they don't like it any longer...they leave because of a person or a group of people. Personality conflicts can do more damage to an active EMS service than anything else. So, you need to ask people when they leave, why? It is interesting to see that when a troublemaker is removed, how many of the past members are interested in returning to volunteer at the Service. Ineffective or no social

media policies within a service must be written so that it is unacceptable for service members to bully, ridicule, or otherwise damage the reputation of a fellow member.

Volunteers are aging. People are moving to or working in urban areas, making it inconvenient for them to volunteer for a rural service. The changing face of the country's economy has also made it more difficult for people to volunteer. Many jobs do not offer the flexibility for workers to go off the clock for a few hours to attend to their volunteer duties if there is an emergency, and in the wake of the financial collapse, some workers are balancing multiple part-time jobs to make ends meet. The days when a small-business owner, such as a local mechanic, could be on-call and place a "closed for emergency" sign in the window are all but gone. It is really changing the dynamics, and certainly the economy has a lot to do with this. We've built this system for 30 years on the shoulders of volunteers, and now we're having a tough time trying to turn that ship around. Most experts agree that the future of EMS will be a mix of paid professionals and volunteers, with the number of paid EMTs likely increasing over time.

The younger generation that is replacing the older EMS providers do have an interest in volunteering and /or working in EMS. The issue is that their interest is short-lived. It is now recognized that even in the Business world, most employees only stay with their employer for an average of 2.7 – 3.0 years. At that point, they move on to a totally different career or interest. That has changed the mindset of recruitment and retention. Whereas an EMS agency counted on volunteers to stay with the ambulance service for 10 or even 20 years, the new expectation is that there will be an employee turnover on the average of once every three years.

Lastly, we must recognize that there is a great amount of pride at the local ambulance services—in providing EMS to the community that it serves. The pride of the service helped in the recruitment of volunteers in the past, however, that pride is now creating an environment in which a number of problems are developing:

1. The service may not understand or be in denial that they are in need of additional staffing.
2. Even if the service realizes that they are short-staffed and being paged three times to respond to an emergency (or are missing calls entirely) they may refuse to call assistance (mutual aid) from surrounding ambulance services, to assist when needed.
3. Some of the services spend scarce funds on a "reserve back-up" rig that is rarely used throughout the year because of staff shortages.



## PROJECT OVERVIEW

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The objectives of this project were to evaluate the Dodge County EMS system. The County was tasked with being the lead agency on behalf of the EMS agencies in Dodge County. Commitments and financial resources were committed from all of the involved agencies. The County provided additional finances needed to seek an agency to provide a comprehensive review of the EMS System. Strategic Management & Consulting, LLC was selected to perform this assessment.

The report will focus on short and long term organizational, administrative, and operational needs. The depth of the report will include findings and recommendations relating to the Governance and Administration, Assessment and Planning, Goals and Objectives, Financial Resources, Programs, Physical Resources, Human Resources, and the potential for future regionalization possibilities for Dodge County. Other areas not specifically mentioned above will be reviewed with generalized findings and recommendations where needed. The first section evaluates the present EMS organizational and administrative structures countywide. This review was based in part, on the Commission on Accreditation of Ambulance Services Standards, (CAAS) as well as numerous other accrediting and operational standards throughout the EMS Industry.



## **Findings**

Dodge County is the lead agency for this project. They are formally representing all of the EMS related providers in the County as a result of action that took place from the Dodge County Steering Committee on EMS. The County doesn't currently provide any EMS services within the County. However, they had the infrastructure to be the lead agency for this project within the Emergency Management department. Accordingly, Amy Nehls, Emergency Management Director was named as the Project Manager. The function of the project manager was to work with each agency to gather the required documentation and be the local contact for the Steering Committee.

Each individual EMS agency has its own governance through the relationship of the municipal entity they represent. Most of the Towns, Villages, and Cities throughout the County provide ambulance services either directly by, or through the local fire department or from a contracted provider. There also is one full-time private ambulance service that provides coverage to some municipalities and provides inter-facility transport services to local hospitals and the Department of Corrections.

In early May the steering Committee recommended a study be conducted to determine the short- and long-term EMS coverage needs and make recommendations for a sustainable EMS delivery system for the foreseeable future. As stated above, Strategic Management & Consulting, LLC was awarded the contract to perform the Study. Due to unforeseen circumstances the project didn't begin until late September.

Our firm requested significant documentation from all of the EMS agencies. The purpose of the request for documentation was to determine where each agency stood in their ability to assemble a staffed ambulance and be able to respond in a reasonable time frame. Things such as Policies and Procedures, Standard Operating Guidelines, State Operational Plan, number of calls per year, mutual aid agreements, medical director information, ambulance State vehicle annual inspection reports for 3 years and service operational annual budgets were also requested and supplied.

On October 28, 2019, Strategic Management & Consulting, LLC attended and provided a presentation to the Dodge County EMS Association outlining the need for documentation and the general process for how the system evaluation would be conducted.

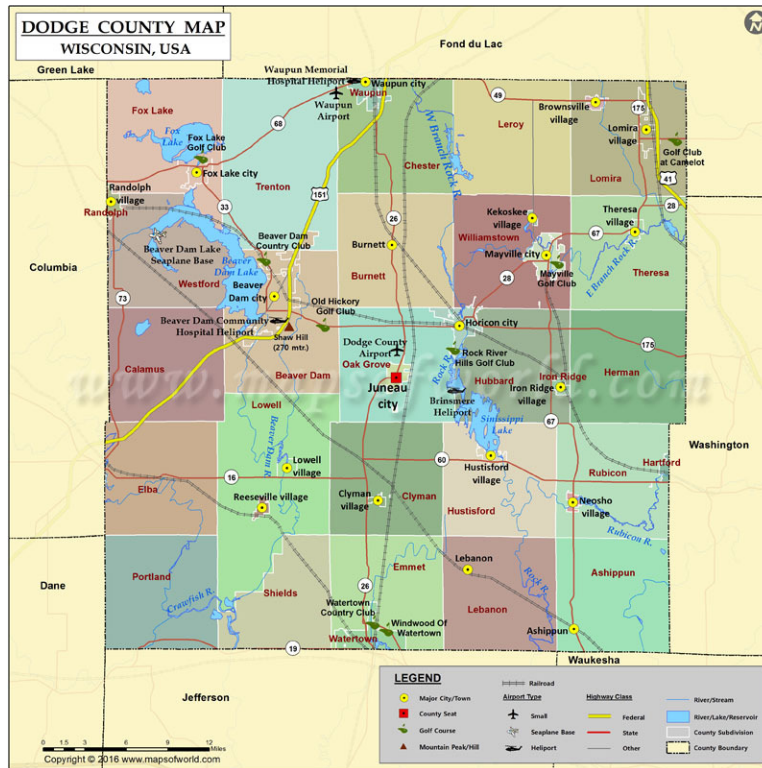
As part of the information gathering portion of the study each agency was allotted 1 to 1 ½ hours to meet individually with the lead principal from Strategic Management & Consulting, LLC working on this project. In all, 18 interviews were held over a period of four days. This was an opportunity to provide the firm with whatever information the

agencies felt would be useful to the consultant. Each agency was encouraged to be as honest and forthcoming as possible. They were assured that the strictest confidence would be held by the consultant. For the most part, they were very honest and not concerned about calling themselves out in identifying strengths and weaknesses. We were very satisfied with the information gathered during the interviews.

Agencies were asked to look into the future and project when their agency would begin to struggle with staffing issues. Most agencies felt that they were either at that point currently or would be within a short period of time (within the next 2 years). It appeared that some agencies allowed their pride to get in the way of when they would be hit with the impact of declining rosters.

It should be noted that each municipality has a responsibility to provide EMS services. However, due to a quirk in the State Statutes, only Townships are ***required*** to either provide or contract for EMS services. **State Statute 60.565**, requires that every Town board ***shall*** contract for or operate and maintain ambulance services unless such services are provided by another person. If the Town board contracts for ambulance services, it may contract with one or more providers. The Town board may determine and charge a reasonable fee for ambulance service provided under this section. The Town board may purchase equipment for medical and other emergency calls.

Citizen expectations and moral obligations are what drive the other municipalities—whether required or not—to either provide or contract for EMS services. As a result of the various combinations of municipal oversight the recommendations that are being made may be more difficult to accomplish based on each individual municipal capability.



## SHARED RESOURCES

It is certainly appropriate for a Service to plan for the use of an additional ambulance, when there happens to be multiple calls at the same time, or for when an ambulance needs to be pulled out of service for maintenance or repairs. With that said, is there really a need for every ambulance service to have a “reserve” rig in their fleet of vehicles? It might be beneficial, and would certainly save in costs, if two or three ambulance services could pool their funds together to purchase one reserve ambulance to share between their agencies, throughout the year.

A scheduled maintenance plan could be adopted between the agencies, in which the main ambulances in the participating agencies are scheduled for maintenance / repairs such that the reserve units can then be moved from station to station as it is needed. Additionally, that shared ambulance can be utilized by the departments when another unit is needed on an emergency call, or it could be used at a standby event, in the response area that is covered by the Services that are collectively sharing that resource.

Another area to consider on the topic of Shared Resources is that of purchasing equipment and supplies. Every ambulance requires a minimum amount of equipment and supplies, which needs to be replenished / replaced over time, and there is a set cost to those purchases. However, if several ambulance services decided to partner together when making those purchases, they could negotiate a lower price from the vendor, which ultimately saves funds for all the Services involved in sharing their resources.

### **Merging (EMS District or County-wide)**

Two or more services that are experiencing staffing, vehicle, equipment, or funding issues could consider merging together into one entity. Other names for this include Consolidation, Districting, and Regionalization. Regardless of which word is used, the purpose is the same: To create a more stable and efficient Ambulance Service that is able to respond to emergency calls in a timely manner. The agencies that wish to work together in this capacity would need to meet and negotiate an agreed upon consolidation agreement that recognizes that the individual Services have consolidated and are now part of an EMS District.

The concept of an EMS District could be accomplished with as few as two agencies that wish to work together and consolidate. This idea could easily be expanded to include a number of interested agencies that see the value of participating in an EMS District. Ultimately, all the EMS agencies in Dodge County could agree to work together to become a County EMS District. The significant benefit of a County EMS District is that Wisconsin State law allows that funding for County EMS Districts does not need to be included in the 2% tax levy limits of the participating municipalities.

Items that will need to be considered as part of a consolidated EMS District are:

- **Leadership** – Who will be in the various positions on the Management Team?
- **Medical Direction** – Who will be the Medical Director?
- **Station Locations** – Are the current stations appropriately placed, to assure the best response times within the District? Should a more centralized station be considered?
- **Municipalities** – The elected officials from the Cities, Towns, and Villages will need to be involved, to gain their support for the project—as well as their ultimate approval of the consolidating taking place.

- **Name of the Service** – Will a new name be developed, or will there be a combination of the names of the current ambulance services?
- **Licensing and Operational Plan** – All changes occurring will need to be approved through the State EMS Office, including the entity name, geographical response area, level of service to be provided, staffing, Medical Direction, and protocols / guidelines.
- **Billing Aspects** – Updates may be needed for banking institutions, Medicare / Medicaid, and other insurance payors, as well as consideration of maintaining or obtaining a new National Provider Identifier (NPI) number for the newly consolidated ambulance service.

### **Recommendations**

- Develop cooperative intergovernmental agreements for shared services where applicable.
- Explore opportunities for delivery models that don't currently exist.
- Begin discussions with neighboring communities that currently recognize staffing shortages and the potential for future lapses in 24/7/365 operational coverage.
- Pursue options related to creating EMS Districts within the County, or as an entire County.



## AREA CHARACTERISTICS

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Strategic Management & Consulting, LLC reviewed area characteristics, EMS risk assessments and response strategies, and planning within the County. The following findings and recommendations are based on planning concerns and risk management criteria that will impact outcomes and provide for the basic needs to complete the mission of providing EMS to the citizens within the County.

### **Findings**

Dodge County has a population of approximately 88,759 (2010 census) which covers an area of approximately 892 square miles. Dodge County is comprised of twenty-four (24) Townships, eleven (11) Villages, and nine (9) Cities. There are twenty-three (23) EMS entities comprised of ten (10) Volunteer EMR Non-transport agencies; ten (10) Volunteer Paid-on-Call Transporting ambulance services; two (2) Full-time Fire-based EMS agencies; and one (1) Private Ambulance service. In addition to the above services, there are several agencies that provide EMS coverage to small portions on the fringes of the County lines. (Hartford Fire Department, Watertown Fire Department, Waterloo Fire/EMS, Allenton Fire Department, and Western Lakes Fire Department, which took over Ashippun and Stone Bank in 2019).

The review identified a number of strengths within the EMS community in Dodge County. For the most part, many agencies within the County have very dedicated personnel with a passion to serve their communities. A cooperative EMS system between the agencies was formally established in 2013, and appears to continue to be utilized, as evidenced by the Dodge County EMS Association Mutual Aid Pact; the Joint Powers Agreement – County 911 Emergency System; and other mutual aid and intercept agreements between individual Services.

Unfortunately, the many factors weighing on EMS agencies (as mentioned in earlier sections of this report) has taken a toll. As dedicated as everyone is, the fact remains that without adequate personnel resources, EMS delivery models will not be able to be guaranteed going forward. The successes of the future will still rely on the community dedication to “helping your neighbor”.

There is a good inventory of ambulances within the EMS agencies in Dodge County. Financial commitments need to remain in place for the ongoing replacement rotation that most agencies have established. As the potential for consolidation/merger or other arrangements occur, proper valuations will need to be made and considered as part of the process.

The current locations of EMS and Fire stations throughout the County would seem to provide a good backbone for potential future regional locations. Some facilities currently have the ability to house on-site staffing, while other facilities would need a more robust build-out to accommodate on-site personnel, as future delivery models are implemented and expanded.

The number one weakness that has been identified in our study of the EMS system in Dodge County is the availability of volunteer personnel to respond to 9-1-1 emergencies. Some agencies have been proactive and are either currently in negotiations with neighboring agencies or have in fact signed agreements for coverage going into 2020. These efforts are to be applauded and will address some of the short-term issues. However, as much as these efforts will help, continued long-term system goals need to be developed and implemented as the needs of the local communities continue to grow and change.

It has been reported that Mayville EMS will be providing coverage for the Village and Town of Hustisford, beginning January 1, 2020 through December 31, 2023. Lifestar EMS has signed a coverage agreement for Lowell and Reeseville for 2020. Recently the communities of Columbus and Fall River in Columbia County expressed concern that the Lowell and Reeseville agreement that was recently signed with Lifestar EMS would have an impact on response times for 9-1-1 calls. The same can be said that when there are calls in those communities, there may be a delayed response to the Lowell and Reeseville areas. This will need to be monitored. Lebanon is working on a final agreement with Watertown Fire Department for regular coverage. Western Lakes absorbed Ashippun and Stone Bank this past year and will continue to provide coverage for that area of Dodge County.

Various concerns over the ability of some agencies to respond to a 9-1-1 call in a timely manner were voiced during the interviews. The town of Lebanon recognized that it was not always able to guarantee a full response schedule. They proactively reached out to the Watertown Fire Department for assistance in coverage on days when they knew they would be unable to respond in a timely manner, and/or be unable to transport the patient. Coverage agreements and dispatch protocols were developed, and schedules were put in place for proper dispatching of personnel. Other agencies in the County also have had issues with delayed response and reliance on mutual aid agreements to cover their jurisdictions. Some agencies have incorrectly assumed that the inability to provide a fully staffed ambulance 24 hours per day, 7 days per week, 365 days per year could be resolved with use of local mutual aid agreements when there is a staffing shortage. This practice is actually in violation of DHS Administrative Rules. During the individual interviews with the Services, many accounts of violations to the staffing requirements were mentioned—a number of which were on a daily basis.

Costs and expenses are continuing to grow as the true volunteer systems are no longer able to attract people. It is no secret that combining resources has the potential to significantly reduce costs and, in many cases, increase services. There are some natural community links in this region that would lend itself to the establishment of EMS Regions or Districts. That said, it would be premature to specify services or communities at this point; however, the sooner those discussions can begin on this topic, the sooner potential savings can be realized.

### **Recommendations**

- The positive mutual aid relationships between services that are already in place within many areas of the County should be used to open discussions that need to occur with neighboring municipal leaders (Mayors, Presidents, etc.) on the level of interest in consolidating or regionalizing EMS services in the near future.
- Strategic Management & Consulting, LLC can assist those communities that identify that they are interested in consolidating / merging / regionalizing by performing a specific feasibility study for those entities, and/or coordinating the implementation of the new EMS model between those communities.





## SYSTEM RELIABILITY

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During the ongoing communications with all of the agencies involved, Strategic Management & Consulting, LLC recognized that requests for 9-1-1 services and subsequent responses will continue to be a concern for many of the agencies in Dodge County. The EMS agencies all expressed a commitment to cooperation and an open-minded approach to solutions. However, in as much as virtually every agency stated that they were willing to consider consolidation or a merger; some agencies didn't think that they would ever be the one that would be absorbed. Whether admitted to or not, there are a couple of services that would be on the brink of collapse if one or two members of the ambulance crew were unavailable to volunteer due to an injury or illness for an extended period of time. These services have become too dependent on a very few people to make it all work. The effort to do this can be commended; however it is not good for the community or the individuals volunteering for all of those hours.

### **Findings**

Strategic Management & Consulting, LLC spent a considerable amount of time reviewing the various agencies budgets and fiscal health. There appears to be a willingness on the part of the municipalities served by the ambulance services to support / maintain the current funding levels for EMS. The majority of budgets accounted for all the associated costs of running an ambulance service including supplies, utilities, building expenses, vehicle, and equipment needs, in addition to the costs of billing (internal or external). As well, those services that have paid-on-call staff

and/or pay stipends accounted for those costs within the budgets. Replacement schedules for capital expenses were included in some budgets, though not in others.

When all the expenses are added together within the budget, the final number should be compared to the anticipated income that the service expects to generate (through fund-raisers, grants, fees, and billing of ambulance runs). If there is more revenue than expenses, the service may not need to request a tax levy from the municipality that it provides service to. Typically, though, there is not enough income generated to cover all the costs and expenses needed to run the ambulance service. The difference between the needed income and the expenses is then covered by the municipalities that are serviced by the EMS agency, in the form of a tax levy. The municipality can generate the tax levy through property taxes or by equalized value. A per capita rate can then be determined by taking the tax levy, and dividing it by the population within that community.

To illustrate the above: A local ambulance service may have an annual budget that includes \$100,000 in expenses. However, they only anticipate \$75,000 in income. The remaining amount of \$25,000 is submitted to the municipality as a tax levy. The community has 1,000 people living there, so a \$25,000 tax levy divided by 1,000 population results in a \$25.00 per capita rate.

Most agencies are currently operating with a positive bottom line. In fact, some agencies were able to maintain a positive budget only on the revenue collected for ambulance transports. As impressive as that is—in the current experience of poor EMS insurance reimbursements—all agencies admitted that if the cost of staffing were to increase, the call revenue model would not be able to be maintained.

The EMS Chief, Fire Chief, or other fiscal oversight that is in place develops the initial budget with input from the agency members and officers. No specific formal process to obtain input from line personnel could be identified. The developed budget is presented to the oversight Commission / Board / Fiscal Agent for review, discussion, and ultimate approval. This is managed in different ways in each agency and is generally based on past practice or government ordinances or resolutions. Many budgets are not reviewed by the oversight with the cost of providing the services in mind. In fact, many budgets were just copied from year to year without the numbers changing. Detailed financial reports are not readily available as part of the annual budgeting process.

Most of the transporting agencies utilize Billing companies for the billing of EMS services provided to the patient. Strategic Management & Consulting, LLC has some concerns regarding the level of required Compliance-related policies and procedures as

well as some of the practices in place. The agencies that do their own billing in-house stated that Compliance standards are maintained, but not with great confidence. Medicare audits are real and can place a significant burden on an EMS agency if certain negative findings occur during an audit. It is each agencies responsibility to know the laws that govern reimbursement practices. The days of an agency stating that they don't have the resources or training to do it correctly have long passed.

The cost of full-time EMS staffing can be an overwhelming realization when it is discovered that this type of staffing model will be a reality. Providing full-time EMS personnel can range between \$400,000.00 to \$500,000.00 when you include wages, benefits, etc. It requires six (6) personnel working a rotating shift to provide coverage for just one ambulance every day. There are several alternatives that can be deployed before an agency has no choice but to staff with full-time personnel. A few examples are listed below.

Some agencies may only have a staffing issue during certain times of the day. It usually starts with not having enough volunteers during the daytime hours. Soon to follow are sporadic shortages in the evening and some times during the weekend. Before too long, the staffing shortage becomes a real problem.

The initial solution is to start by providing a stipend for a person to be available to go on a call (sometimes referred to as "pager pay" or "on-call"). Each person is paid \$3.00 - \$5.00 per hour to carry a pager, to guarantee that they will respond to a 9-1-1 call while receiving that pay. (The MATH: 24 hours per day X 365 days a year = 8,760 hours per year that needs to be covered for each licensed provider. The State requires that there are two EMS staff per rig, so that equates to 17,520 hours of coverage. At \$3.00 per hour, the cost for staffing = \$52,560.00. At \$5.00 per hour, the cost increases to \$87,600.00.) That is just to provide the incentive to have one ambulance ready to respond at all times.

That scenario will work for a period of time. At some point, an ambulance service will determine that they may not have enough volunteers to cover the shifts, and they need to start paying staff to assure full coverage each day. The Service will typically start with hiring part-time paid personnel to cover during the day-time hours, Monday through Friday, 6:00 AM to 6:00 PM. (The MATH: Two EMS providers X 12 hours each = 24 per day X 5 days = 120 hours per week X 52 weeks = 6,240 hours for a year. Conservatively, at an hourly rate of \$10.00 per hour, the cost for the part-time staff = \$62,400.00 annually. The Service still would need to utilize "pager pay" for the other 12 hours of the day and on weekends. Two EMS providers X 12 hours each = 24 per day X 5 days = 120 hours, plus 96 hours for the weekend = 216 per week X 52 weeks =

11,232 hours for a year. That equates to an additional \$33,696.00 at \$3.00 per hour and \$56,160.00 at \$5.00 per hour per year. The total cost for a combination of part-time staff and staff with “pager pay” ranges from \$96,096.00 to \$118,560.00 each year.

This illustration is intended to provide a real number that exists in EMS today and to show the cost of supporting EMS in a manner in which it can be assured of a response. Please remember, the numbers above represent only one (1) staffed ambulance.

It is fortunate that the agencies in Dodge County have recognized that the current staffing model is not a sustainable model for the future. Although currently the need is great, changes don’t need to be made overnight. Time needs to be taken to establish which models will work best, to be the most cost effective, while still delivering quality patient care.



## CONVERTING TO A PAID SERVICE

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When considering the various factors that are needed to convert from a volunteer to a paid service, it is best to plan a step-by-step progression, that addresses the immediate concerns of the service—and is flexible enough to adjust as the needs of the service change. The service may convert to a full-time / career staff in a matter of months, or they may take years progressing through the steps of beginning with an entirely volunteer crew, to end in a staffing model that can easily be maintained by the agency.

The two driving factors for how fast a service converts from one model to another will be based on: (1) the need to cover open shifts on the ambulance schedule, and (2) the funding available to pay the employees for their time and service.

Each ambulance service will have different times that are difficult to cover, based on factors such as the type of community (Rural, Suburban, Urban, or Bedroom); the number of staff on the roster; and if the staff have other full-time jobs in that community, or outside that community. Some services experience staffing shortages during the daytime hours, some have difficulty filling the schedule on the weekends, and some have shortages at night. Regardless, the staffing shortages typically cause an ambulance service to consider paying the volunteers to be available during those hours that are difficult to schedule.

In the previous section of this report, we already discussed the concept of implementing a “pager pay” or “on call” program for the volunteers. In addition to, or instead of, the

pager pay / on call stipend, an organization may decide to transition to a “Pay-per-Call” incentive. That is, for every call that the volunteer responds to, they would get paid a stipend for each event. It may be \$10, \$20, or \$30 for each response, based upon the anticipated amount of time that the volunteer would spend responding to the call, taking the patient to the Hospital, returning to the station, and getting the rig in order for the next call—including writing the Patient Care Report (ePCR).

The next step in the process would be to consider a “Paid-on-Premise” option, which specifically requires that the volunteer be on the premises of the ambulance service, for the time that they commit to covering on the ambulance schedule. This option would typically pay a higher rate per hour, as compared to the pager pay / on call option, since the Service is requiring that the volunteer physically be at the station, while covering the shift schedule.

As the Service evaluates the effectiveness of covering the shift schedule with the various option presented—while also factoring in the related costs—they may determine that the next step is to hire part-time personnel to assist with filling in the open shift schedules. The service can consider limited part-time staff or fixed schedule part-time staff. The number of open shifts, along with the available funds for payroll, will determine how the service proceeds. The part-time staff will be paid a specific amount per hour, which must be at or above the current minimum wage per hour.

Lastly, as the needs of the service indicate that additional staffing is required, the agency will need to consider hiring full-time staff to fill in the slots on the schedule that are regularly open. This step will take some pre-planning to assure that enough revenue is coming into the service to be able to support the additional costs associated with full-time staffing. The full-time personnel will be paid a specific amount for each hour worked—and then if they work more than 40 hours in a week, they will have to be paid at time-and-a-half for each hour over 40 hours. In addition, many services offer a Benefits package to full-time employees. Most services will need to budget an additional 30% more for Benefits, above the wages earned by the full-time staff.

The majority of Services will most likely remain at some type of Combination Department—that is, they may have a combination of volunteers, pay by stipend, part-time staff and/or full-time staff. Regardless of which type of model they utilize, the Service should continually evaluate the need to cover any open shifts in the staffing schedule, along with maintaining a budget that can afford to maintain the best model that fits their needs in providing consistent coverage 24 hours a day, 7 days a week, 365 days a year.



## GENERAL RESPONSE CAPABILITIES

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### **Findings**

The EMS response in Dodge County is generally good. Currently most of the services are able to respond to the 9-1-1 call in a timely manner. However, there are pockets in which this is not true. The physical locations of current EMS services are in areas that provide acceptable response times, if the stations actually are staffed and available with a legal EMS crew. The concern is, however, that is only when all services are fully staffed and able to respond. There are several areas of the County that experience coverage gaps. Some of the agencies only have one ambulance staffed. When a 9-1-1 request for service is received and that specific agency's unit is out of service from the time the pager goes off until they return to their service response area, there is not another scheduled ambulance crew to take a secondary call. In the past, these agencies have been able to put another crew together in the event that another call would come in. Even if that agency didn't have another ambulance, they would at least have personnel that could respond to the scene and provide treatment while waiting for a neighboring ambulance to arrive. This type of scenario has been commonplace in most EMS systems.

There are, however, areas of concern in Dodge County, specifically due to staffing shortages. Some of the Services that have been awarded contracts to cover certain geographical boundaries on occasion are not able to provide necessary coverage. This happens when resources are stretched too thin in an attempt to be everything to everyone. When this happens, significant delays in response occur and that has an impact on patient care. Governmental bodies need to consider more than a favorable financial cost and think more about what the best care for the citizens should be. The old adage that “you get what you pay for” can be true. The municipalities should make sure that they know what they are getting for their EMS service—and response requirements and staffing should be part of those agreements. It is unfair to neighboring departments if the coverage that a community has is inefficient for the number of calls that occur, and then the neighboring departments are frequently responding, due to the gap in coverage capability.

There are several coverage response areas within the County that are unique. Due to a variety of reasons, several agencies actually drive through another agency’s response area to get to an area in which the first agency has been contracted to provide coverage.

Each community is responsible to provide or contract for EMS services. Part of that responsibility is determining the level of service that it can reasonably support from staffing, to financial resources, to call volume, etc. Can a community afford to have full-time personnel? Can they afford Paramedics? There are many factors that go into how and why agencies were established to provide 9-1-1 services, and each community will need to be able to justify the model provided, if issues should occur.





## PHYSICAL RESOURCES

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### **Findings**

As stated earlier, most of the buildings that currently exist are in good shape and are appropriately located to strategically respond to 9-1-1 calls within the County. Efforts to make changes to the EMS response delivery model may drive certain modifications to existing structures. Future consolidations and growth in requests for service may allow for the strategic placement of standalone EMS only stations.

Concerns were voiced during the information gathering that there is somewhat of a disjointed relationship with Moraine Park Technical College. It is widely felt that EMS is no longer a priority with the Training Center leadership. Several concerns were cited: having to go too far for training; unacceptable number of students to establish a class; specific resources have not been committed, to establish an EMS themed classroom to further enhance EMS education that creates a real life atmosphere in the classrooms. One of the biggest areas of concern is the low success rate of passing the National Registry of EMT's exam.

Many of the services have been discussing other alternatives to obtaining the required education components as specified by the State EMS Office and outlined in administrative rule.

## **Recommendations**

- As Coalitions are developing to improve response capabilities within the County, local entities should review the options available for building expansion, relocation, and remodeling of locations within the County. The Services should continue to develop relationships that are needed to making these processes a reality.
- Review the vehicle replacement plans that exist within all of the agencies that will adequately reflect the needs into the future.
- Research the vehicle maintenance programs with the various agencies to assure that all are experiencing the most competitive pricing, quality workmanship, and receive preferential repair treatment when an ambulance is need of repair. Further, assure that the selected service center understands the needs of an emergency ambulance service. This process should include documentation that the dealership mechanics that perform the actual service are EVT Certified.
- Develop a physical resource plan for the development of an effective Training Center to meet the needs of the EMS providers within the County. This can be accomplished either with the Technical College system, or by the use of other training resources that are available. Some areas to work on building and developing relationships with the Training Center include:
  - Create an Education Committee that addresses initial and continuing education issues
  - Host an EMR or EMT class at the local high school
  - Attend the EMR and EMT classes to recruit new staff
  - Attend the job fairs at the Technical College(s) to recruit new staff
- Another concept that can be implemented within the County is that of a “Paramedic Response Vehicle” or a “Paramedic Chase Car”. The idea is that a single Paramedic is located in a strategic location within the County. They would have a quick response vehicle that is stocked with Paramedic / Advanced Life Support (ALS) supplies, equipment, and medications. The Paramedic would be credentialed with each of the transporting ambulance services within the County. This idea can be implemented with as few as three (3) Paramedics working 24-hour shifts.

When requested by the local ambulance service, the Paramedic would respond to the scene to provide any of the following services:

- a. ALS / Paramedic skills and interventions that the patient situation dictates;
- b. If the ambulance service was short-staffed for that particular call, they could utilize the credentialed Paramedic as part of the legal crew.

The benefits of this program include:

- a. There is a Paramedic staff fully dedicated to respond to ALS calls within the County.
  - b. The Paramedic staff can serve as the “second” person to a local unit, making a legal EMS crew.
  - c. The volunteer EMS services will still need to maintain and provide EMT’s for the 9-1-1 calls, in order for them to respond in the transporting ambulance, and partner with the incoming Paramedic.
- Funding for the “Paramedic Response Vehicle” or a “Paramedic Chase Car”—in addition to other ideas in this Report that can be implemented County-wide—may come from any combination of the following:
    - a. Funding could be provided through the creation of a County EMS agency.
    - b. Funding could be provided through a County EMS sales tax. (A referendum would need to be passed.)
    - c. Funding could be provided with contributions from each of the participating communities that currently do not have the option for ALS services.



## HUMAN RESOURCES

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### Findings

Strategic Management & Consulting, LLC reviewed the level and sophistication of Human Resources programs within the Departments. Most of the departments had some structure in place that served as an organizational chart. Policies and Standard Operating Guidelines (SOG's) were present in virtually every agency. It was unclear in some cases as to how the policies were initially implemented and how they are used within the department. The biggest concern in this area is that most of the policies are old and may not be enforceable any longer, or the agency may not even need certain policies. Management structure and style was very diverse in most of the EMS agencies. Typically, there have not been any type of leadership / management courses that have been made available to staff. Respect for immediate leadership in some organizations is not as good as it should be.

Leadership of an organization is what can make or break that organization. There is no place that this may be truer than in EMS. There is a perception from many individuals that are in charge, that to stay in power you need to know more than the people ranked below you. Therefore, there may be no efforts to train others for the eventual day that the Chief or other Officer may retire (or are removed from office)—which is an unacceptable leadership model. Many managers/chiefs/directors feel that knowing more than others somehow makes them more valuable and untouchable. The statement that says, ***"People don't leave jobs because they don't like what they do, they leave***

***because of unfair or unqualified leadership”*** (or in other words: *they don’t like who they work for*) rings true.

Personnel-related issues occupy a large amount of management time. Many individuals raised concerns that issues with staff members are not dealt with well by management. There is a perception all people are not dealt with evenly. Certain persons with each department have those identified as “favorites”. In many cases this may in fact be true, however, in reality there are certain individuals that because of life experience or other job trainings are able to do more—and in fact do rise above some of the others.

The best method for dealing with what is perceived as preferential treatment is to treat everyone **EXACTLY** the same when it comes to discipline. If outstanding individuals are part of an organization, recognize them for what they have done to go the extra mile. Many times, this process will cause others to step up as well. When that happens, it is a positive force that can go through the entire organization.

A younger workforce that may be interested in becoming an EMT and joining the local EMS agency may be discouraged from volunteering, because of a need for daycare for their children. They very possibly would be willing to join if they had adequate day care options that can come together at a moment’s notice. The way that this would work would be to have a group of EMS “Day Care Personnel” that would carry pagers and be on call to respond to the station when an ambulance is requested, and be available to provide day care for the EMS personnel that are going on the call.

### **Succession Planning**

This topic was not well defined in any of the agencies we talked with. Many recognized the need for doing so, but did not have the time or expertise to make it happen. Many volunteer organizations vote amongst the ranks at an annual meeting, or they may have other processes in place. What tends to happen is that the same person(s) get re-elected / appointed each time, because nobody else wants to do the work. This happens even if the person appointed is a known problem, and is causing others to leave the organization and for others to not want to join.

It is important to understand the perception / reputation of the EMS service and the individuals that work there in the community. EMS is the one profession that has the total trust of community members. When an individual in the community has an injury or medical emergency, they call 9-1-1. The EMS providers arrive and due to the inherent trust of these individuals, they have complete and total access to every inch of the residence, and they gather confidential information that even the patient’s closest

friends or relatives may not even know. If that trust is violated it doesn't take long for that to have a negative effect in a small community. This will eventually have an impact on patient care, because sick and injured individuals will find other means to seek help, which in turn will lead to bad patient outcomes.

One of the major weaknesses in any organization—and EMS is not exempt from this—is Communication. Written, verbal, and practice are vital to any organization. A leader or officer cannot expect for individuals to perform to a standard that they may have, if the staff don't know about it. Whatever the structure is of any agency there needs to be a clear method for providing information to everyone in the agency. Being available to the members to provide oversight and mentorship are keys to having and maintaining a smooth operation. Messages handed down to the staff need to be the same consistent message to each person. There cannot be different interpretations of a directive that has been given by the EMS Chief / Service Director. This is where issues begin and grow from. Consistency is one of the main keys to a successful operation.



## CROSS-CREDENTIALING

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The concept of cross-credentialing is one that doesn't come to mind immediately for many Services. Even though many EMS personnel live in a town in which they volunteer with the ambulance service, they may actually work in a neighboring town, or they may travel through it frequently.

One of the ways to deal with shortages in both of the Ambulance service areas would be to "credential" members to each one of the neighboring services. This in effect doubles the roster for each service—and it increases the ability to respond to emergency calls that are now being delayed or not answered at all. The process for cross credentialing is not difficult, however the Ambulance service needs to complete several steps to assure that the individual EMS providers, the Service, and the patients are protected.

### **Recommendations essential to making cross-credentialing successful**

1. Review the roster of the neighboring community that you are considering combining resources with. There may be reasons that not all members of the neighboring service are a good fit for your service. Be sure to discuss this at the beginning of the discussions with the other ambulance service.
2. You need to send an amended "Operational Plan" to the State EMS office describing the change to the Operations, with an explanation of what you are planning to do, how you are going to do it, and the expected impact of making the change.

3. You should also consult with your Service Medical Director to assure that they will approve of the person(s) that you want to credential to your service.
4. You will need to check that the individual(s) are in compliance and not on the OIG Exclusions List (see link below). Note: you should be checking this list at least once per year, for every member of your service.
5. Require copies of the individual's certifications. (I.e.: CPR, ACLS, etc.)
6. Once an individual has been selected, and they meet all licensing requirements in DHS 110.06, they can now be credentialed with your service, based on their WI EMS license. The individual should log into the WI EMS E-Licensing system and apply for a local credentialing agreement with your Service.
7. The two services that are considering sharing resources may be at different service delivery levels. (I.e.: ALS vs BLS or Critical Care, etc.) Each service provider needs to assure that when using shared personnel, that the specific service delivery models are maintained. (Example: Service 1 needs an AEMT, but Service 2 is a BLS service.)
8. You need to revise Medicare form CMS-855 form with the details and submit a new member roster. (See link below.)





## HOW LOCAL GOVERNMENT CAN HELP EMS

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Most township officials are not knowledgeable in the EMS field and don't understand the cost of operation and the problem of low reimbursements. Therefore, it's important to educate them. Having an elected official serve as the champion for EMS can be helpful, too. When a meeting is called to look at the financial problems with the EMS service, make sure that all the municipalities that you provide service for are present. Offer to go to them and made a presentation at their public meeting. In most cases residents who were in the audience were completely unaware of how difficult it is to maintain services.

Getting these residents to understand the problem can be extremely important to sway their municipal officials to act, to ensure the survival of this lifesaving critical service. When municipalities recognize that there are problems, elected officials can step up and perform the roles of communicators, fundraisers, public relations specialists, and grassroots advocates—all areas that can help keep EMS organizations running. Below are some ways that municipalities might be able to assist their local EMS providers.

## **Recommendations on how governmental agencies can support EMS**

- **Find out what they need** — Meet with your EMS providers on a regular basis to find out their needs and how townships can help.
- **Consider funding options** — Make a regular contribution to EMS from the general fund or collect an emergency services tax to provide an annual source of income.
- **Support ambulance memberships and fundraisers** — Become a member of your EMS service and encourage your residents to do so, too. Support any community fundraisers that would benefit the local EMS and fire companies.
- **Check out state contracts and in-kind options** — Help EMS providers secure emergency medical equipment and other items through statewide purchasing contracts. Help the EMS provider learn how state and federal government surplus programs that are available and how they work. In-kind contributions can also be invaluable, noting that EMS could save money by piggybacking on municipal fuel purchases at a lower rate.
- **Help with grant searches and grant writing** — Use your township's experience with grants to show the EMS service where to look for grants or how they may be able to share, such as the state Department of Community and Economic Development (DCED) and other state and federal agencies, and offer pointers on how to write successful proposals.
- **Recruit volunteers** — Put out the call for EMS volunteers and provide incentives to volunteers, whether it's offering free membership to the community pool, the local YMCA etc. or implementing tax credits. There currently are several programs being introduced by the State Legislature to allow townships to offer earned income and local property tax credits and rebates to qualifying, active volunteer firefighters and EMS providers. See below on how something as simple as day care can restrict people from volunteering.
- **Day Care** – As stated above many younger members are not able to respond because of the need for day care. While recruiting new members within the community look for individuals that previously worked for the Service, but can no longer go on calls. These are people that are used to carrying a pager and know what it is like to be available at odd hours of the day. When a call is paged out for an ambulance request, their pager goes off as well. Only their job is to respond to the station and provide a safe day care setting for the children of those that are

going on the call. A small room can be created at the station with a few kid friendly items to occupy them, while mom or dad are on the 9-1-1 call, serving the community.

- **Contact your legislators** — Alert your legislators to the problems facing EMS agencies and advocate for legislative changes that will improve their plight. Examples include providing an increase to the Medicaid budget to provide a more equitable reimbursement level similar to what EMS providers receive from Medicare and third-party insurers for medical assessment and treatment even if no transport occurs.

- **Become an EMS champion** — Be an advocate for EMS, cheering on the invaluable service it provides to your community and spreading the word about its needs. Everyone who is a member of the service doesn't necessarily have to respond to the actual call. Be creative in seeking residents to be part of the service, such as:

- Find people who are local mechanics who may have an interest in the light maintenance of the vehicles.
- There are many retired people who are still looking for ways to be active. They can become part of the service and provide valuable services to a local EMS provider, such as:
  - a. Former Personnel managers
  - b. Former Purchasing managers
  - c. Former Bankers
  - d. Former Finance managers
  - e. Former Grant writers
  - f. Building maintenance personnel

In general, a large number of EMS providers are not-for-profit entities. While this allows them to perform services without paying federal, state, and local taxes, too often these agencies fail because they do not follow a stern business model. Without necessary oversight and a business background, leaders of the smaller not-for-profit entities are unable to form a consistent business plan that ensures survival and adequate levels of readiness.



## SUMMARY RECOMMENDATIONS

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### **Concluding Statement**

It is important to understand that this report addresses a number of topics that were initially highlighted as areas of concern, by those that participated in the Study process. There continue to be other topics within the EMS System that will require continued attention. Some of those items will be rectified as each of the individual EMS Services considers the recommendations, and decides to implement those ideas that will address their needs as an agency—and that will move them in a positive direction, structure, and model for EMS in the future.

In as much as a review of this type is not intended to please everyone within a governmental organization, the intent is to provide the most effective recommendations as observed from the outside looking in. Many of the topics dealt with in this review have been debated for years. There have been internal and external recommendations during that time. Asking the same questions, in hopes that an entity will eventually hear the answer that they think they want, is a frustrating process to solving issues.

Below are some Summary Recommendations that should be considered, in addition to those that have already been discussed within this report.

### **Recommendations for Immediate Action**

1. Solidify the response coverage for the southeast corner of the County, if it is not completed by the writing of this report.
2. Evaluate the new Coalitions that have been formed in the past few months to determine the level of success, and make any needed adjustments.
  - a. Tracking ambulance response times (on scene within 10 – 12 minutes)
  - b. Tracking delayed responses
  - c. Tracking the number of Mutual Aid responses due to inability to respond
3. Contact the administration of Cambria Community Ambulance to investigate the potential merger/consolidation of services between Randolph and/or Fox Lake.

4. The EMR groups should reestablish their working relationships with their respective transporting ambulance services. The transporting EMS agencies should assist the EMR groups with items such as training, Medical Direction, protocols, and operational plans and licensing.
5. The Volunteer ambulance services should consider the utilization of EMR's as part of their legal crew configuration.
6. The Volunteer ambulance services should attempt to establish EMR groups in areas that are currently without these groups. The northwest corner of the County would benefit most from this recruitment effort.
7. The Volunteer ambulance services should consider working with the full-time departments to establish service agreements and personnel needed. If it is determined that a dedicated unit is needed, funding would need to be generated to support the full time departments budget. A stepping-stone approach could include the implementation of a "Paramedic Response Vehicle" or a "Paramedic Chase Car".
8. The Dodge County EMS Association needs to identify a group of people that are interested in collaborating with the Dodge County Emergency Management staff to establish an EMS committee that will meet each month, in order to track the progress of each of the Recommendations within this report. The workgroup should focus on future solutions, and establishing coalitions and partnerships, in order to provide assessments of what is working and what is not working.

### **Recommendations for Short-term Consideration**

1. Pursue the implementation of the "Paramedic Response Vehicle" or "Paramedic Chase Car", including the consideration of strategic locations for the stand-alone Vehicle.
2. Pursue the options related to funding, including:
  - a. Creation of a County EMS Agency
  - b. County EMS sales tax
  - c. Contributions from the participating municipalities
3. Regarding Recruitment and Retention items, Services should consider implementation of any of the following:

- a. Advertise for open positions on media / internet sites such as: Indeed, Facebook, Instagram, Twitter, and YouTube.
- b. Hold an Open House for the Community to come and visit the station and EMS providers. This could be a part of, or in addition to, any fund raisers.
- c. Create Appreciation events or awards. This could be a special dinner, or tickets to a popular game or event.
- d. Offer memberships to gyms or other local businesses that the EMS providers would be interested in using.
- e. Offer to pay for the tuition of new EMR / EMT recruits. The funds from the WI EMS Funding Assistance Program (FAP) that are awarded to the Service can be used for EMR and EMT training.
- f. If not already participating, consider enrolling in the Wisconsin Service Award Program (formerly called the Length of Service Award Program—or LOSAP). The Service Award is a tax-deferred benefit program to assist municipalities in retaining volunteers
- g. Consider utilizing electronic scheduling software that allows volunteers to sign up for shifts / times around their schedule. Encourage 6- 12- or 24-hour shifts...but allow flexibility for the individual to cover whenever their personal schedule allows. Open the schedule up at least a month in advance, to allow for staff to plan around their personal and family lives. In addition, allow shifts to remain open until the start of the shift, for those volunteers that are able to change their schedule at the last minute.

### **Recommendations for Long-term Consideration**

1. Evaluate the Immediate and the Short-term recommendations that were put in place for successes and effectiveness, and then make any necessary modifications.
2. Consider the creation of a County EMS District.

As with any Study from an outside agency, the information can be overwhelming and seem as though the tasks necessary for change are unattainable. The goal of Strategic Management & Consulting, LLC is to provide you with realistic recommendations. Understanding that most organizations can barely keep up on a day-to-day basis, we are prepared to offer an implementation management services agreement to assure that recommendations will have a better opportunity for being completed.

We wish the EMS Services of Dodge County the best, as they commit to working on new models of providing high quality EMS to the residents of their communities.



## AGENDA SUMMARY SHEET

**MEETING DATE:** 1/28/20

**TITLE:** Certified Survey Map- Joseph & Alyssa Priebe  
900 Summer Avenue, Waupun

**AGENDA SECTION:** RECOMMENDATIONS FROM BOARDS,  
COMMITTEES, COMMISSIONS

**PRESENTER:** Sue Leahy, Zoning Administrator  
Jeff Butzke, Compass Surveying

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DEPARMTENT GOAL(S) SUPPORTED <i>(if applicable)</i>	FISCAL IMPACT	
Follow Street Plan		

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**ISSUE SUMMARY:**

At the January 15, 2020 Plan Commission meeting, the Commission made recommendation to the Council to approve the Certified Survey Map submitted by Joseph and Alyssa Priebe of 900 Summer Avenue.

The Priebe's purchased 31.08' X 120' from a property to the north and the survey map was redrawn to include the acquired property with their current parcel, however, on the current map provided, Summer **Street** is noted and should be Summer **Avenue**. A new survey will be provided at the meeting from Compass Surveying.

**STAFF RECOMENDATION:**

Approve the CSM

**ATTACHMENTS:**

**MOTIONS FOR CONSIDERATION:**

Approve the Certified Survey Map submitted by Joseph and Alyssa Priebe of 900 Summer Avenue.

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N3756 Hickory Road | Fond du Lac, WI 54937 | (920) 517-1683 | [www.compass-surveying.com](http://www.compass-surveying.com)

December 17, 2019

Angie Hull / City of Waupun Clerk  
City of Waupun - City Hall  
201 E. Main Street  
Waupun, WI 54963

**Re: Priebe CSM**  
Project #190105

Dear Ms. Hull:

We are sending you the original Certified Survey Joseph & Alyssa Priebe and four copies of the same.

Enclosed is a check in the amount of \$115.00 to cover the review fee.

As per Waupun Municipal Code, Chapter 17, Certified Survey Maps, 17.05(2), "Letter of Intent," the following information is provided:

1. Owner / Subdivider: Joseph & Alyssa Priebe, 900 Summer Ave, Waupun, WI
2. Buyer: None (To be retained by Joseph & Alyssa Priebe)
3. Surveyor: Jeffrey S. Butzke, N3756 Hickory Road, Fond du Lac, WI
4. Location of Property: 900 Summer Avenue, Waupun, WI 54963
5. Present land use: R-1 Residential District
6. Proposed land use: Same.  
(This CSM is being done to combine the existing lot owned by Joseph & Alyssa Priebe with the additional parcel purchased from the adjoining land owner, Robert Oosterhouse)
7. Soil tests will not performed or submitted to the Fond du Lac County Code Enforcement Office for Lot 1 of this CSM as this lot is connected to the City of Waupun Sanitary system.
8. \*\*See attached CSM for City of Waupun mapping requirements per Chapter 17, sub 17.05.

After Plan Commission and Common Council approval and signatures, please forward the originals back to our office.

Sincerely,

**Compass Surveying, LLC**

  
\_\_\_\_\_  
Jeffrey S. Butzke, P.L.S.

Cc: Joseph & Alyssa Priebe





# CERTIFIED SURVEY MAP

FOR

## JOSEPH & ALYSSA PRIEBE

LOT 29, HAZELTON HEIGHTS AND A PART THE SOUTHWEST 1/4 OF THE  
NORTHWEST 1/4, SECTION 32, T. 14 N.-R. 15 E., CITY OF WAUPUN,  
FOND DU LAC COUNTY, WISCONSIN.

### ZONING

- R-1 (SINGLE FAMILY RESIDENTIAL DISTRICT)

### SETBACK REQUIREMENTS

- FRONT: 25'
- REAR: 25'
- SIDE: 6'

TAX PARCEL NUMBER:  
WPN-14-15-99-HF-295-00

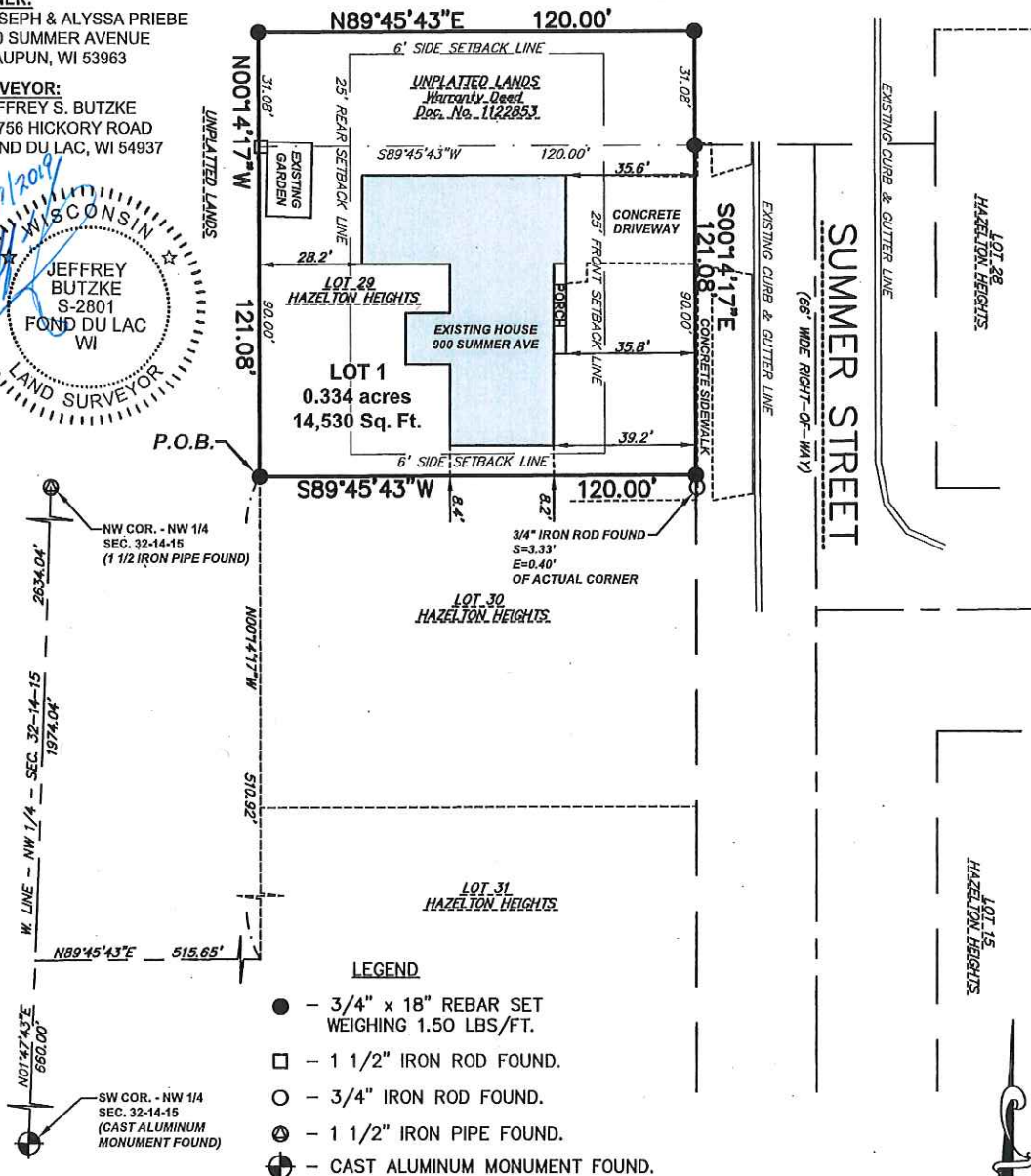
UNPLATTED LANDS

### OWNER:

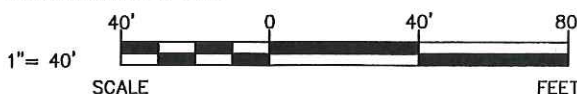
JOSEPH & ALYSSA PRIEBE  
900 SUMMER AVENUE  
WAUPUN, WI 53963

### SURVEYOR:

JEFFREY S. BUTZKE  
N3756 HICKORY ROAD  
FOND DU LAC, WI 54937



NORTH POINT REFERENCED TO THE WISCONSIN COUNTY COORDINATE SYSTEM, FOND DU LAC COUNTY. THE WEST LINE OF THE NORTHWEST QUARTER, SECTION 32, T. 14 N.-R. 15 E., HAS A BEARING OF N01°47'43"E.



**Compass**  
Surveying, LLC

PROJECT NO. 190111

N3756 Hickory Road | Fond du Lac, WI 54937

## CERTIFIED SURVEY MAP

LOT 29, HAZELTON HEIGHTS AND A PART OF SOUTHWEST 1/4 OF THE  
NORTHWEST 1/4, SECTION 32, T. 14 N.-R. 15 E., CITY OF WAUPUN,  
FOND DU LAC COUNTY, WISCONSIN.

### SURVEYOR'S CERTIFICATE

I, Jeffrey S. Butzke, Professional Land Surveyor, hereby certify:

That I have surveyed, combined and mapped a parcel of land described below.

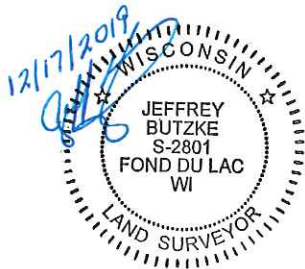
That I have made such Certified Survey under the direction of Joseph D. Priebe and Alyssa M. Priebe  
of a parcel of land being bounded and described as follows:

Lot 29, Hazelton Heights, recorded in Volume 14, Page 22, Plats, Fond du Lac County Register of  
Deeds Office as Document No. 582390 and those lands described in Warranty Deed, recorded in said  
Register of Deeds Office as Document No. 1122853, and being a part of the Southwest 1/4 of the  
Northwest 1/4, Section 32, T. 14 N.-R. 15 E., City of Waupun, Fond du Lac County, Wisconsin and being  
more particularly described as follows:

Beginning at the Southwest corner of said Lot 29; thence North 00°-14'-17" West along the West line of  
said Lot 29 and its extension Northerly along the West line of lands described in said Warranty Deed,  
121.08 feet to the Northwest corner of lands described in said Warranty Deed; thence North 89°-45'-13"  
East along the North line of lands described in said Warranty Deed, 120.00 feet to the Northeast corner  
of lands described in said Warranty Deed; thence South 00°-14'-17" East along the East line of lands  
described in said Warranty Deed and the East line of said Lot 29, said line also being the West right-of-  
way line of Summer Avenue, 121.08 feet to the Southeast corner of said Lot 29; thence South 89°-45'-  
43" West along the South line of said Lot 29, 120.00 feet to the point of beginning and containing 0.334  
acres (14,530 Sq. Ft.) of land more or less and being subject to all easements and restrictions of record.

That such is a correct representation of all the exterior boundaries of the land surveyed and the  
subdivision thereof made.

That I have fully complied with the provisions of Section 236.34 of the Wisconsin Statutes and the  
Subdivision Ordinance of the City of Waupun in surveying, combining, and mapping the same.



Jeffrey S. Butzke, P.L.S. No. S-2801

Compass Surveying, LLC  
Fond du Lac, Wisconsin 54937

Project Number: 190111

CERTIFIED SURVEY MAP #

VOLUME

PAGE

SHEET 2 OF 4 SHEETS

**CERTIFIED SURVEY MAP**

LOT 29, HAZELTON HEIGHTS AND A PART OF SOUTHWEST 1/4 OF THE  
NORTHWEST 1/4, SECTION 32, T. 14 N.-R. 15 E., CITY OF WAUPUN,  
FOND DU LAC COUNTY, WISCONSIN.

**OWNER'S CERTIFICATE**

As owners, we hereby certify that we caused the land described on this plat to be surveyed, combined and mapped as represented on this plat. We also certify that this plat is required by s. 236.10 or s. 236.12 to be submitted to the following for approval or objection:

1. City of Waupun

WITNESS the hand and seal of said owners this \_\_\_\_\_ day of \_\_\_\_\_, 2019.

IN PRESENCE OF:

\_\_\_\_\_  
Joseph D. Priebe

\_\_\_\_\_  
Alyssa M. Priebe

STATE OF WISCONSIN )  
\_\_\_\_\_ COUNTY ) SS

Personally came before me this \_\_\_\_\_ day of \_\_\_\_\_, 2019, the above named  
Joseph D. Priebe and Alyssa M. Priebe to me known to be the persons who executed the foregoing  
instrument and acknowledged the same.

\_\_\_\_\_  
Notary Public, \_\_\_\_\_ County, WI

My Commission Expires: \_\_\_\_\_

CERTIFIED SURVEY MAP # \_\_\_\_\_

VOLUME \_\_\_\_\_

PAGE \_\_\_\_\_

SHEET 3 OF 4 SHEETS



**CERTIFIED SURVEY MAP**

LOT 29, HAZELTON HEIGHTS AND A PART OF SOUTHWEST 1/4 OF THE  
NORTHWEST 1/4, SECTION 32, T. 14 N.-R. 15 E., CITY OF WAUPUN,  
FOND DU LAC COUNTY, WISCONSIN.

**CITY OF WAUPUN PLAN COMMISSION CERTIFICATE**

STATE OF WISCONSIN     )  
DODGE COUNTY     ) SS

Upon review by the Plan Commission of the City of Waupun, this Certified Survey Map and the resulting lots conform to the current Zoning Ordinance of the City of Waupun.

It is hereby recommended by the City of Waupun Plan Commission that this Certified Survey Map along with the resulting lot is approved by the Common Council of the City of Waupun, Dodge County.

\_\_\_\_\_  
Julie Nickel, Plan Commission Chairman

\_\_\_\_\_  
Date

**CITY OF WAUPUN COMMON COUNCIL CERTIFICATE**

STATE OF WISCONSIN     )  
DODGE COUNTY     ) SS

This Certified Survey Map along with the resulting lot is hereby approved by the Common Council of the City of Waupun, Dodge County this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

\_\_\_\_\_  
Julie Nickel, Mayor

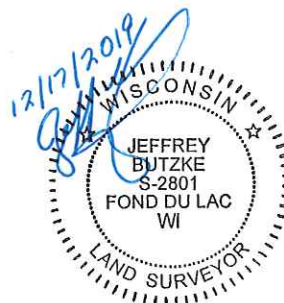
\_\_\_\_\_  
Angela Hull, City Clerk

CERTIFIED SURVEY MAP # \_\_\_\_\_

VOLUME \_\_\_\_\_

PAGE \_\_\_\_\_

SHEET 4 OF 4 SHEETS





Document Number

**WARRANTY DEED**

Document Name

**DOC # 1122853**

**Recorded December-11-2019 at 2:32 PM**  
**JAMES M KREBS, REGISTER OF DEEDS**  
**FOND DU LAC COUNTY, WI**  
**Fee Amount: \$30.00**  
**Transfer Fee: \$15.00**

**THIS DEED**, made between Robert Oosterhouse, ("Grantor," whether one or more), and Joseph D. Priebe and Alyssa M. Priebe, as survivorship marital property, ("Grantee," whether one or more).

**Returned to: Guaranty Title Services, Inc.**  
**\*This document has been electronically recorded.\***

Grantor, for a valuable consideration, conveys and warrants to Grantee, the following described real estate, together with the rents, profits, fixtures and other appurtenant interests, in Fond du Lac County, State of Wisconsin ("Property") (if more space is needed, please attach addendum):

Property described on Exhibit A, attached hereto

*The parcel of land herein described is intended to be conveyed to Joseph D. Priebe and Alyssa M. Priebe, the owner of those lands described as Lot 29, Plat of Hazelton Heights, recorded in Volume 14, Page 22, Fond du Lac County Register of Deeds Office, as Document No. 582390, and shall be combined with said lands. The above described parcel of land shall not be separated from said lands described as Lot 29, Plat of Hazelton Heights without obtaining the proper approvals from the City of Waupun. Furthermore, any future division of these two parcels shall further comply with all of the Subdivision Ordinances of the City of Waupun.*

Exceptions to warranties: municipal and zoning ordinances and agreements entered under them, recorded easements for the distribution of utility and municipal services, recorded building and use restrictions and covenants, general taxes levied in the year of closing, present uses of this property in violation of the foregoing disclosed in Seller's Real Estate Condition Report and in the Offer to Purchase.

## Recording Area

Name and Return Address  
 Joseph and Alyssa Priebe  
 900 Summer Avenue  
 Waupun, WI 53963

2-177575

WPN-14-15-32-06-001-00 (Part of)  
 Parcel Identification Number (PIN)

This Is Not homestead property.

Dated:

12/6/19

(SEAL)

\*



(SEAL)

\* Robert Oosterhouse

(-SEAL)

\*

(SEAL)

\*

**AUTHENTICATION**

Signature(s) authenticated on \_\_\_\_\_

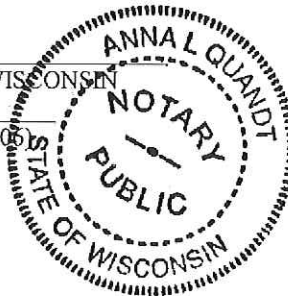
\*

TITLE: MEMBER STATE BAR OF WISCONSIN

(If not, \_\_\_\_\_  
 authorized by Wis. Stat. § 706.05)

THIS INSTRUMENT DRAFTED BY:

Sara B. Andrew  
 Andrew Law Offices, S.C.

**ACKNOWLEDGMENT**STATE OF WISCONSIN

)

) ss.

FOND DU LAC COUNTY

Personally came before me on 12/6/19  
 the above-named Robert Oosterhouse

to me known to be the person(s) who executed the foregoing instrument  
 and acknowledged the same.



Notary Public, State of Wisconsin

My commission (is permanent) (expires: 4/5/2022)

(Signatures may be authenticated or acknowledged. Both are not necessary.)

NOTE: THIS IS A STANDARD FORM. ANY MODIFICATION TO THIS FORM SHOULD BE CLEARLY IDENTIFIED.

**WARRANTY DEED**

©2003 STATE BAR OF WISCONSIN

FORM NO. 2-2003

\*Type name below signatures.

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## EXHIBIT "A"

That part of Lot 1 of Certified Survey Map No. 3980, recorded in Volume 22 of Certified Survey Maps on Pages 59, 59A, 59B and 59C, as Document No. 488310, being a part of the Southwest 1/4 of the Northwest 1/4, Section 32, Township 14 North, Range 15 East, City of Waupun, Fond du Lac County, Wisconsin, and being more particularly described as follows: Commencing at the Northeast corner of Lot 29, of the Plat of Hazelton Heights, recorded in Volume 14, Page 22, Plats, Fond du Lac County Register of Deeds Office, as Document No. 582390; thence South 89° 45' 43" West along the North line of said Lot 29, 120.00 feet to the Northwest corner of said Lot 29; thence North 00° 14' 17" West along the Northerly extension of the West line of said Lot 29, 31.08 feet; thence North 89° 45' 43" East along a line being 31.08 feet Northerly of and parallel with said North line, 120.00 feet; thence South 00° 14' 17" East along the Northerly extension of the West right-of-way line of Summer Street, 31.08 feet to the point of beginning.

## AGENDA SUMMARY SHEET

**MEETING DATE:** 01/28/2020

**TITLE:** Resolution Authorizing 2019 Budget  
Amendments in a Series of Funds

**AGENDA SECTION:** RESOLUTIONS-ORDINANCES

**PRESENTER:** Jared Oosterhouse, Finance  
Director

DEPARTMENT GOAL(S) SUPPORTED <i>(if applicable)</i>	FISCAL IMPACT	
	Amendments will support funding 2020 carryovers and transfer surplus funds to the Capital Improvement and Equipment Replacement Fund	

### SUMMARY:

During 2019, Common Council took action that requires related 2019 budget adjustments. In addition, the resolution includes two proposed amendments:

- 1) General Fund – Transfer surplus funds to the Police Department to cover patrol staffing overtime overages and to fund employee retirement liabilities to be paid in 2020. The transferred funds will then be carried over into 2020.
- 2) General Fund / TID 5 – TID 5 performance and cash flow has improved significantly allowing for the planned General Fund Transfer to TID 5 to be reallocated to the Capital Improvement Fund (\$200,000) and the Equipment Replacement Fund \$(30,000). The \$30,000 transfer to the Equipment Replacement Fund would cover the 2020 planned budget deficit of (\$29,815).

The 2019 unaudited net change in fund balance is \$112,200 compared to a budget deficit amount of \$266,000, a total of \$378,200 above budget. Of the \$112,000 net change in fund balance, \$80,600 is requested to be carried forward to 2020.

The favorable change in fund balance is due from the following:

1. Revenues - \$221,200
  - o FEMA and State Aid for 2018 Storm Damage - \$153,000
  - o Interest and investment income - \$48,000 on strong interest rates during 2019
2. Expenses - \$157,000
  - o No contingency funds used - \$40,000
  - o Workers compensation - \$29,000 refund from WC Dividend received based on claims experience
  - o Municipal Software - \$16,000 carryforward expenditure has been postponed
  - o Ambulance - \$24,000

### ATTACHMENTS:

Resolution Authorizing 2019 Budget Amendments in a Series of Funds

#### **RECOMMENDED MOTION:**

Approve the Resolution 01-28-20-\_\_ Authorizing 2019 Budget Amendments in a Series of Funds

**RESOLUTION NO. 01-28-20-\_\_****AUTHORIZING 2019 BUDGET AMENDMENTS IN A SERIES OF FUNDS**

**WHEREAS**, the Common Council of the City of Waupun approved a series of actions that require related 2019 budget adjustments in a series of funds;

**WHEREAS**, budget amendments are necessary to fund Police Department staff overtime overages and employee retirement liabilities;

**WHEREAS**, the Library Board approved expenditures that require related 2019 budget adjustments;

**WHEREAS**, TID #5 performance and cash flow projection has improved allowing the budgeted transfer of funds from the General Fund to be reallocated to the Capital Improvement Fund and the Equipment Replacement Fund.

Account	Account Name	Original Budget	Adjustment Amount	Adjusted Budget	Purpose of Amendment
<b>General Fund</b>					
100-10-5193-3-38	CONTINGENCY-OPERATING	40,000	(40,000)	-	Transfer to Police for staffing budget overages
100-10-5196-3-38	WORKERS COMP-OPERATING	67,500	(30,000)	37,500	Transfer to Police for staffing budget overages
100-70-5431-3-36	STREET MAINT-REPAIRS/MAINT	71,799	(6,600)	65,199	Transfer to Police for staffing budget overages
100-40-5212-1-11	POLICE PATROL-OVERTIME	140,452	20,000	160,452	Transfer to Police for overtime overage
100-40-5212-2-24	POLICE PATROL-SICK LEAVE PO	-	28,300	28,300	Transfer to Police for retirement payout
100-40-5213-2-24	CRIMINAL INVEST-SICK LEAVE PO	-	28,300	28,300	Transfer to Police for retirement payout
100-10-5950-6-06	TRANSFER TO CAPITAL PROJECTS	-	200,000	200,000	Reallocate Transfer to Capital Improvement
100-10-5950-6-05	TRANSFER TO ERF	-	30,000	30,000	Reallocate Transfer to Equipment Replacement
100-10-5950-6-01	TRANSFER TO TIF #5	230,000	(230,000)	-	
<b>General Fund Total</b>		<b>549,751</b>	<b>-</b>	<b>549,751</b>	
<b>Library Fund</b>					
210-60-5504-3-38	LIBRARY-TRUST OPERATING EXPENS	-	13,737	13,737	Adjust to actual expenditures
210-60-5504-8-00	LIBRARY-TRUST CAPITAL EXPENSES	-	23,956	23,956	Adjust to actual expenditures
<b>Library Fund Total</b>		<b>-</b>	<b>37,693</b>	<b>37,693</b>	
<b>Capital Improvement Fund</b>					
400-10-5140-8-00	CAPITAL IMPROVEMENTS-CITY HALL	15,500	6,545	22,045	LED Lighting Upgrades
400-40-5211-8-00	CAPITAL IMPROVEMENT-PUB SAFETY	12,000	21,058	33,058	LED Lighting Upgrades
400-60-5511-8-00	CAPITAL IMPROVEMENTS-LIBRARY	-	49,848	49,848	LED Lighting Upgrades
400-20-5514-8-00	CAPITAL IMPROVEMENTS-COMMUNITY	-	28,162	28,162	LED Lighting Upgrades
400-49-4916-0-00	PROCEEDS FROM CAPITAL LEASE	-	(105,613)	(105,613)	LED Lighting Upgrades
400-49-4920-0-00	TRANSFERS IN FROM OTHER FUNDS	-	(200,000)	(200,000)	Transfer from General Fund
<b>Capital Improvement Fund Total</b>		<b>27,500</b>	<b>(200,000)</b>	<b>(172,500)</b>	
<b>Equipment Replacement Fund</b>					
410-49-4930-0-00	TRANSFERS IN FROM OTHER FUNDS	-	(30,000)	(30,000)	Transfer from General Fund
<b>Equipment Replacement Fund Total</b>		<b>-</b>	<b>(30,000)</b>	<b>(30,000)</b>	
<b>TIF 5</b>					
401-49-4920-0-00	TRANSFER FROM GENERAL FUND	(230,000)	230,000	-	Reallocate to Capital and Equipment Funds
401-49-4912-0-00	PROCEEDS OF LONG-TERM DEBT	(100,000)	(250,000)	(350,000)	Adjust to Actual Debt Proceeds
<b>TIF 5 Fund Total</b>		<b>(330,000)</b>	<b>(20,000)</b>	<b>(350,000)</b>	

This is to certify that the foregoing Resolution was duly adopted by the Common Council on January 28, 2020.

**ATTEST:**

\_\_\_\_\_  
Angie Hull, City Clerk

**CITY OF WAUPUN  
APPROVED:**

By: \_\_\_\_\_  
Julie Nickel, Mayor



**RESOLUTION NO. 01-28-2020-0\_\_**

**RESOLUTION APPROVING THE CARRYFORWARD OF UNEXPENDED 2019 APPROPRIATIONS**

**BE IT HEREBY RESOLVED**, that the following unexpended appropriations on December 31, 2019 be carried forward to 2020:

<b>Fund</b>	<b>Account</b>	<b>Account Name</b>	<b>Amount</b>	<b>Description</b>
<b>General Fund</b>				
	100-10-5255-3-38	AMBULANCE-OPERATING EXP	24,000	Ambulance consultant
	100-40-5212-224	POLICE PATROL-SICK LEAVE PO	28,300	Retiree sick leave payout
	100-40-5213-224	CRIMINAL INVEST-SICK LEAVE PO	28,300	Retiree sick leave payout
<b>General Fund Total</b>			<b>80,600</b>	
<b>Equipment Replacement Fund</b>				
	410-10-5140-400	EQUIPMENT-CITY HALL	4,000	Server upgrade and MS Office licensing
	410-70-5411-400	EQUIPMENT-STREET MACHINERY	90,000	Dump truck attachments
<b>Equipment Replacement Fund Total</b>			<b>94,000</b>	
<b>Capital Improvement Fund</b>				
	400-70-5436-800	CAPITAL IMPROV-STREETS	300,000	Madison Street phase 1 completion
<b>Capital Improvement Fund Total</b>			<b>300,000</b>	
<b>Stormwater Utility</b>				
	700-10-5192-800	STORMWATER UTILITY-CAPITAL OUT	11,000	Dump truck attachments
	700-10-5192-800	STORMWATER UTILITY-CAPITAL OUT	30,000	Madison Street phase 1 completion
<b>Stormwater Utility Total</b>			<b>41,000</b>	

Passed this 28th day of January, 2020.

**ATTEST:**

\_\_\_\_\_  
Julie Nickel, Mayor

\_\_\_\_\_  
Angie Hull, City Clerk

## AGENDA SUMMARY SHEET

**MEETING DATE:** 01/28/2020

**TITLE:** Resolution to Refund and Rescind 2019 Real and Personal Property Taxes

**AGENDA SECTION:** RESOLUTIONS-ORDINANCES

**PRESENTER:** Michelle Kast, Accountant

DEPARTMENT GOAL(S) SUPPORTED <i>(if applicable)</i>	FISCAL IMPACT	
	\$5,744	

### SUMMARY:

It was brought to our attention that assessment errors were made on 2019 Real Estate and Personal Property Tax bills. Statutes provide a process for resolving such assessment errors, which we are following. Below is a summary:

1. Real estate parcel # 292-1315-0421-022, a new commercial construction, received a fully assessed improvement value on a partially complete improvement. A refund of \$3,493.85 is owed to the taxpayer. This property is located in a TIF District and cannot be charged back to other taxing jurisdictions.
2. Real estate parcel # 292-1315-0433-043, a new residential construction, was assessed an overstated improvement value on partially complete improvement. A corrected tax bill has been prepared and \$1,943.87 in taxes will be rescinded. This property is also located in a TIF District and cannot be charged back.
3. Personal property parcel # 292-9901-3300-181, a new account, received an overstated assessed value. A refund of \$59.94 is owed to the taxpayer. Due to the dollar amount, this is ineligible for chargeback.
4. Personal property account # WPN00400, a new account, was a duplicate assessment. A refund of \$712.91 is owed to the taxpayer and other taxing jurisdictions will be charged back.

### ATTACHMENTS:

Resolution

### RECOMMENDED MOTIONS:

Approve Resolution 01-28-2020-\_\_ Authorizing Refunding and Rescinding of 2019 Real and Personal Property Taxes

CITY OF WAUPUN

RESOLUTION NO. 01-28-20-\_\_

TO RESCIND AND REFUND 2019 REAL AND PERSONAL PROPERTY TAXES

WHEREAS, Real & Personal Property tax bills have been finalized and mailed for the 2019 tax year;

WHEREAS, palpable errors were made on:

Real estate parcel # 292-1315-0421-022 which resulted in a fully assessed improvement value on partially complete improvement,

Real estate parcel # 292-1315-0433-043 which resulted in an overstated improvement value on partially complete improvement,

Personal property account # 292-9901-3300-181 which resulted in an overstated assessed value,

Personal property account # WPN00400 which resulted in a double assessment;

WHEREAS, Pursuant to S.70.74 and 74.33, Wisconsin Statutes., the City Council may refund or rescind in whole or in part any general property tax shown on the tax roll if a palpable error has occurred;

WHEREAS, the corrections will be filed with the Wisconsin Department of Revenue, Bureau of Local Financial Assistance as authorized under S.70.73 Correction of tax roll and S.70.43 Correction of errors by assessors;

NOW THEREFORE the City Council of the City of Waupun, Dodge/Fond du Lac County, Wisconsin, resolves as follows:

That the 2019 Real and Personal Property roll be:

Refunded by \$3,493.85 on parcel # 292-1315-0421-022,  
Rescinded by \$1,943.87 on parcel # 292-1315-0433-043,  
Refunded by \$59.94 on parcel # 292-9901-3300-181,  
Refunded by \$712.91 on account # WPN00400,

And that eligible amounts will be charged back to each taxing jurisdiction pursuant to S. 74.41 WI Stats.

Adopted and recorded this 28<sup>th</sup> day of January, 2020.

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Julie J. Nickel, Mayor

ATTEST:

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Angela J. Hull, City Clerk



## AGENDA SUMMARY SHEET

**MEETING DATE:** 1/28/20

**TITLE:** Relocation order and right-of-way plat for Project ID 6998-05-04; Madison Street.

**AGENDA SECTION:** CONSIDERATION- ACTION

**PRESENTER:** Jeff Daane, Director of Public Works

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DEPARMTENT GOAL(S) SUPPORTED <i>(if applicable)</i>	FISCAL IMPACT	
Follow Street Plan		

---

**ISSUE SUMMARY:**

Plat and Relocation order for S. Madison St. phase 2 from Libby St. to E. Lincoln St.

**STAFF RECOMENDATION:**

Review/Approve the relocation order and right-of-way plat for Project ID 6998-05-04; Madison Street

**ATTACHMENTS:**

Plat  
Relocation order

**MOTIONS FOR CONSIDERATION:**

Approve the relocation order and right-of-way plat for Project ID 6998-05-04; Madison Street.

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# RELOCATION ORDER

Wisconsin Department of Transportation  
DT1708 2000 (Replaces RE3006)

Project 6998-05-04	Name of Road Doty Street – E. Lincoln Street	Highway S. Madison Street	County Dodge
Right of Way Plat Date 1/28/2020	Plat Sheet Number 4.01 through 4.07	Date of Previously Approved Relocation Order None	

Description of Termini of Project

Beginning 1230.73 feet north and 1356.93 feet west of the southeast corner of Section 5, Township 13 North, Range 15 East in the City of Waupun, Dodge County, Wisconsin; thence northerly along the reference line of Madison Street within the right-of-way shown on the plat to a point being 73.34 feet south and 1296.51 feet west of the east quarter corner of Section 5, Township 13 North, Range 15 East and there terminating.

To properly establish, lay out, widen, enlarge, extend, construct, reconstruct, improve, or maintain a portion of the highway designated above, it is necessary to relocate or change and acquire certain lands or interests in lands as shown on the right of way plat for the above project.

To effect this change, pursuant to authority granted under Section 62.22, Wisconsin Statutes, the City of Waupun orders that:

1. The said highway is laid out and established to the lines and widths as shown on the plat.
2. The required lands or interests in lands as shown on the plat shall be acquired by the City of Waupun.
3. This order supersedes and amends any previous order issued by the City of Waupun.

\_\_\_\_\_  
(City of Waupun)

\_\_\_\_\_  
(Date)

CONVENTIONAL SYMBOLS			
SECTION LINE		PARCEL NUMBER	
QUARTER LINE		UTILITY NUMBER	
SIXTEENTH LINE			
NEW REFERENCE LINE		SECTION CORNER	
NEW R/W LINE			
EXISTING R/W LINE		NOTATION FOR COMBUSTIBLE FLUIDS	
PROPERTY LINE		FOUND IRON PIN	
LOT, TIE, AND OTHER MINOR LINES		VALVE (GAS, WATER, ETC.)	
SLOPE INTERCEPT		SIGN	
CORPORATE LIMITS		OFF-PREMISE SIGN	
UNDERGROUND FACILITY (COMMUNICATIONS, ELECTRIC, ETC.)			
FEE ACQUISITION AREA (HATCHING VARIES BY OWNER)			
TEMP. LIMITED EASEMENT AREA		ACCESS CONTROLLED BY ACQUISITION	
EASEMENT AREA (HIGHWAY, PERMANENT LIMITED, OR RESTRICTED DEVELOPMENT)		NO ACCESS (BY STATUTORY AUTHORITY)	
TRANSMISSION STRUCTURES		ACCESS RESTRICTED (BY PREVIOUS PROJECT OR CONTROL)	
BUILDING		NO ACCESS (NEW HIGHWAY)	
BUILDING (TO BE REMOVED)		NATIONAL GEODETIC SURVEY MONUMENT	
BRIDGE		SIXTEENTH CORNER MONUMENT	
		PARALLEL OFFSETS	

#### CONVENTIONAL UTILITY SYMBOLS

WATER	—W—
GAS	—G—
TELEPHONE	—T—
OVERHEAD TRANSMISSION LINES	—OH—
ELECTRIC	—E—
CABLE TELEVISION	—TV—
FIBER OPTIC	—FO—
SANITARY SEWER	—SAN—
STORM SEWER	—SS—
ELECTRIC TOWER	
POWER POLE	•
TELEPHONE POLE	•
TELEPHONE PEDESTAL	•

#### CURVE DATA ABBREVIATIONS

LONG CHORD	LCH
LONG CHORD BEARING	LCB
RADIUS	R
DEGREE OF CURVE	D
CENTRAL ANGLE	Δ/DELTA
LENGTH OF CURVE	L
TANGENT	T
DIRECTION AHEAD	DA
DIRECTION BACK	DB

#### CONVENTIONAL ABBREVIATIONS

ACCESS RIGHTS	AR	OUTLOT	OL
ACRES	AC	PAGE	P
AHEAD	AH	POINT OF TANGENCY	PT
ALUMINUM	ALUM	PROPERTY LINE	PL
AND OTHERS	ET AL	RECORDED AS	(100')
BACK	BK	REEL / IMAGE	R/I
BLOCK	BLK	REFERENCE LINE	R/L
CENTERLINE	C/L	PERMANENT LIMITED EASEMENT	PLE
CERTIFIED SURVEY MAP	CSM	POINT OF BEGINNING	POB
CONCRETE	CONC	POINT OF CURVATURE	PC
COUNTY	CO	POINT OF COMPOUND CURVE	PCC
COUNTY TRUNK HIGHWAY	CTH	POINT OF INTERSECTION	PI
DISTANCE	DIST	REMAINING	REM
CORNER	COR	RESTRICTIVE DEVELOPMENT EASEMENT	RDE
DOCUMENT NUMBER	DOC	RIGHT	RT
EASEMENT	EASE	RIGHT OF WAY	R/W
EXISTING	EX	SECTION	SEC
GAS VALVE	GV	SEPTIC VENT	SEPV
GRID NORTH	GN	SQUARE FEET	SF
HIGHWAY EASEMENT	HE	STATE TRUNK HIGHWAY	STH
IDENTIFICATION	ID	STATION	STA
LAND CONTRACT	LC	TELEPHONE PEDESTAL	TP
LEFT	LT	TEMPORARY LIMITED EASEMENT	TLE
MONUMENT	MON	TRANSPORTATION PROJECT PLAT	TPP
NATIONAL GEODETIC SURVEY	NGS	UNITED STATES HIGHWAY	USH
NUMBER	NO	VOLUME	V

#### NOTES:

POSITIONS SHOWN ON THIS PLAT ARE WISCONSIN COORDINATE REFERENCE SYSTEM COORDINATES (WISCORS), DODGE COUNTY, NAD83 (1991) IN US SURVEY FEET. VALUES SHOWN ARE GRID COORDINATES, GRID BEARINGS, AND GRID DISTANCES. GRID DISTANCES MAY BE USED AS GROUND DISTANCES.

RIGHT-OF-WAY MONUMENTS ARE TYPE 2(TYPICALLY 1" X 24" IRON PIPE) AND WILL BE PLACED PRIOR TO THE COMPLETION OF THE PROJECT.

RIGHT-OF-WAY BOUNDARIES ARE DEFINED WITH COURSES OF THE PERIMETER OF THE HIGHWAY LANDS REFERENCED TO THE U.S. PUBLIC LAND SURVEY SYSTEM OR OTHER "SURVEYS" OF PUBLIC RECORD.

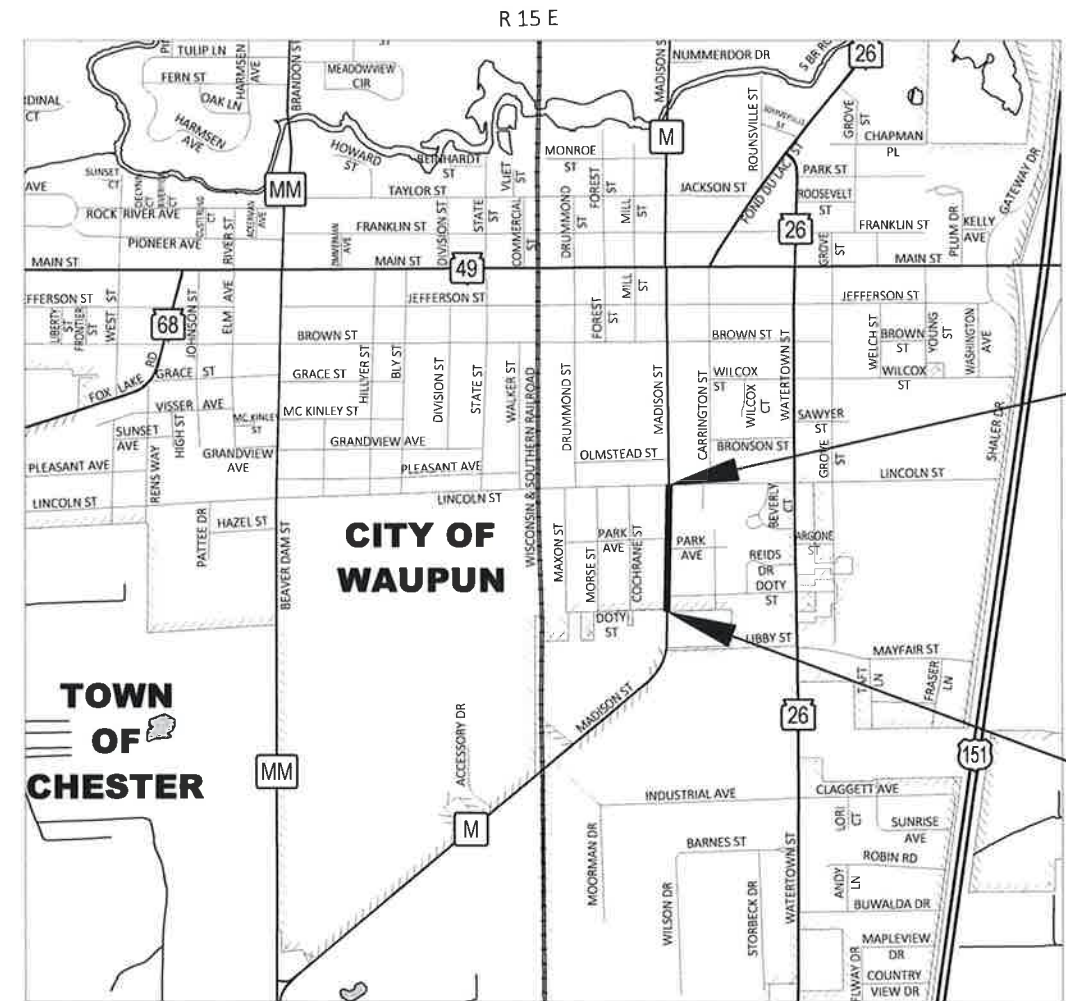
PROPERTY LINES SHOWN ON THIS PLAT ARE DRAWN FROM DATA DERIVED FROM MAPS AND DOCUMENTS OF PUBLIC RECORD AND/OR EXISTING OCCUPATION LINES. THIS PLAT MAY NOT BE A TRUE REPRESENTATION OF EXISTING PROPERTY LINES, EXCLUDING RIGHT-OF-WAY LINES, AND SHOULD NOT BE USED AS A SUBSTITUTE FOR AN ACCURATE FIELD SURVEY.

EXISTING HIGHWAY RIGHT-OF-WAY SHOWN HEREIN IS BASED ON THE FOLLOWING POINTS OF REFERENCE:  
EXISTING HIGHWAY RIGHT-OF-WAY FOR MADISON STREET ESTABLISHED FROM PREVIOUS PROJECTS 6998-05-10, 6998-05-11, PLAT OF KELLY'S ADDITION TO THE CITY OF WAUPUN WISCONSIN, THE SOUTH WARD OF THE CITY OF WAUPUN IN DODGE COUNTY, COCHRANE HEIGHTS SECOND PLAT AND PARK ADDITION.  
EXISTING HIGHWAY RIGHT-OF-WAY FOR SIDE ROADS ESTABLISHED FROM PLAT OF KELLY'S ADDITION TO THE CITY OF WAUPUN WISCONSIN, PARK ADDITION, COCHRANE HEIGHTS SECOND PLAT, V271/P204, V271/P206 AND V271/P208.

A TEMPORARY LIMITED EASEMENT (TLE) IS A RIGHT FOR CONSTRUCTION PURPOSES, AS DEFINED HEREIN, INCLUDING THE RIGHT TO OPERATE NECESSARY EQUIPMENT THEREON AND THE RIGHT OF INGRESS AND EGRESS, AS LONG AS REQUIRED FOR SUCH PUBLIC PURPOSE, INCLUDING THE RIGHT TO PRESERVE, PROTECT, REMOVE, OR PLANT THEREON ANY VEGETATION THAT THE HIGHWAY AUTHORITIES MAY DEEM NECESSARY OF DESIRABLE. ALL TLES EXPIRE AT THE COMPLETION OF THE CONSTRUCTION PROJECT FOR WHICH THIS INSTRUMENT IS GIVEN.

DIMENSIONING FOR THE NEW RIGHT-OF-WAY IS MEASURED ALONG AND PERPENDICULAR TO NEW REFERENCE LINES.

FOR CURRENT ACCESS/DRIVEWAY INFORMATION, CONTACT THE WISCONSIN DEPARTMENT OF TRANSPORTATION REGION OFFICE IN MADISON.



LAYOUT  
SCALE 0 2000  
TOTAL NET LENGTH OF CENTERLINE = 0.253 MILES

#### END RELOCATION ORDER

113+13.83  
Y 785289.74  
X 875990.54  
73.34' SOUTH AND 1296.51' WEST OF  
THE EAST QUARTER CORNER OF  
SECTION 5, T13N, R15E

#### BEGIN RELOCATION ORDER

99+77.00  
Y 783953.13  
X 875966.04  
1230.73' NORTH AND 1356.93' WEST  
OF THE SOUTHEAST CORNER OF  
SECTION 5, T13N, R15E

CAUTION:  
THIS PLAT IS FOR ILLUSTRATIVE PURPOSES ONLY. DEEDS  
MUST BE CHECKED TO DETERMINE PROPERTY BOUNDARIES.

R/W PROJECT NUMBER 6998-05-04	SHEET NUMBER 4.01	TOTAL SHEETS 7
PLAT OF RIGHT OF WAY REQUIRED FOR <b>S. MADISON STREET</b> <b>DOTY STREET - E. LINCOLN STREET</b>		
S. MADISON STREET		DODGE COUNTY

REVISION DATE

ACCEPTED FOR

CITY OF WAUPUN

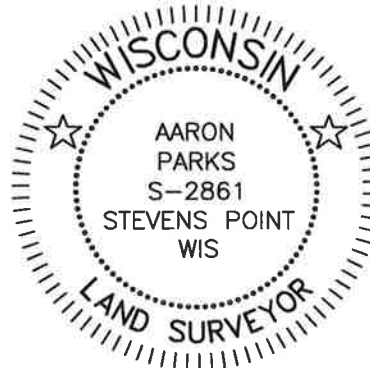
Date \_\_\_\_\_ JULIE NICKEL  
MAYOR, CITY OF WAUPUN

ORIGINAL PLANS PREPARED BY

**G REMMER**  
& ASSOCIATES, INC.  
CONSULTING ENGINEERS  
Stevens Point • Fond du Lac

83 South Pioneer Road, Suite 300 • Fond du Lac, WI 54606  
(920) 924-5720 • fax (920) 924-5725

1-24-20  
DATE AARON PARKS, PLS



AREAS SHOWN ON THE TOTAL ACRES COLUMN MAY BE APPROXIMATE AND ARE DERIVED FROM TAX ROLLS OR OTHER AVAILABLE SOURCES AND MAY NOT INCLUDE LANDS OF THE OWNER WHICH ARE NOT CONTIGUOUS TO THE AREA TO BE ACQUIRED. OWNER'S NAMES ARE SHOWN FOR REFERENCE PURPOSES ONLY AND ARE SUBJECT TO CHANGE PRIOR TO THE TRANSFER OF LAND INTERESTS TO THE DEPARTMENT.

4

4

NOTE: THE PURPOSE FOR TLE'S IS FOR DRIVEWAYS  
AND SLOPES UNLESS OTHERWISE NOTED.

FILE NAME : MADISON ST SCHEDULE.DWG PLOT DATE : 01/21/2020 PLOT BY : AARON PARKS PLOT NAME : PLOT SCALE : ##### WISDOT/CADD SHEET 75  
LAYOUT NAME - SCHEDULE

# SCHEDULE OF LANDS & INTERESTS REQUIRED

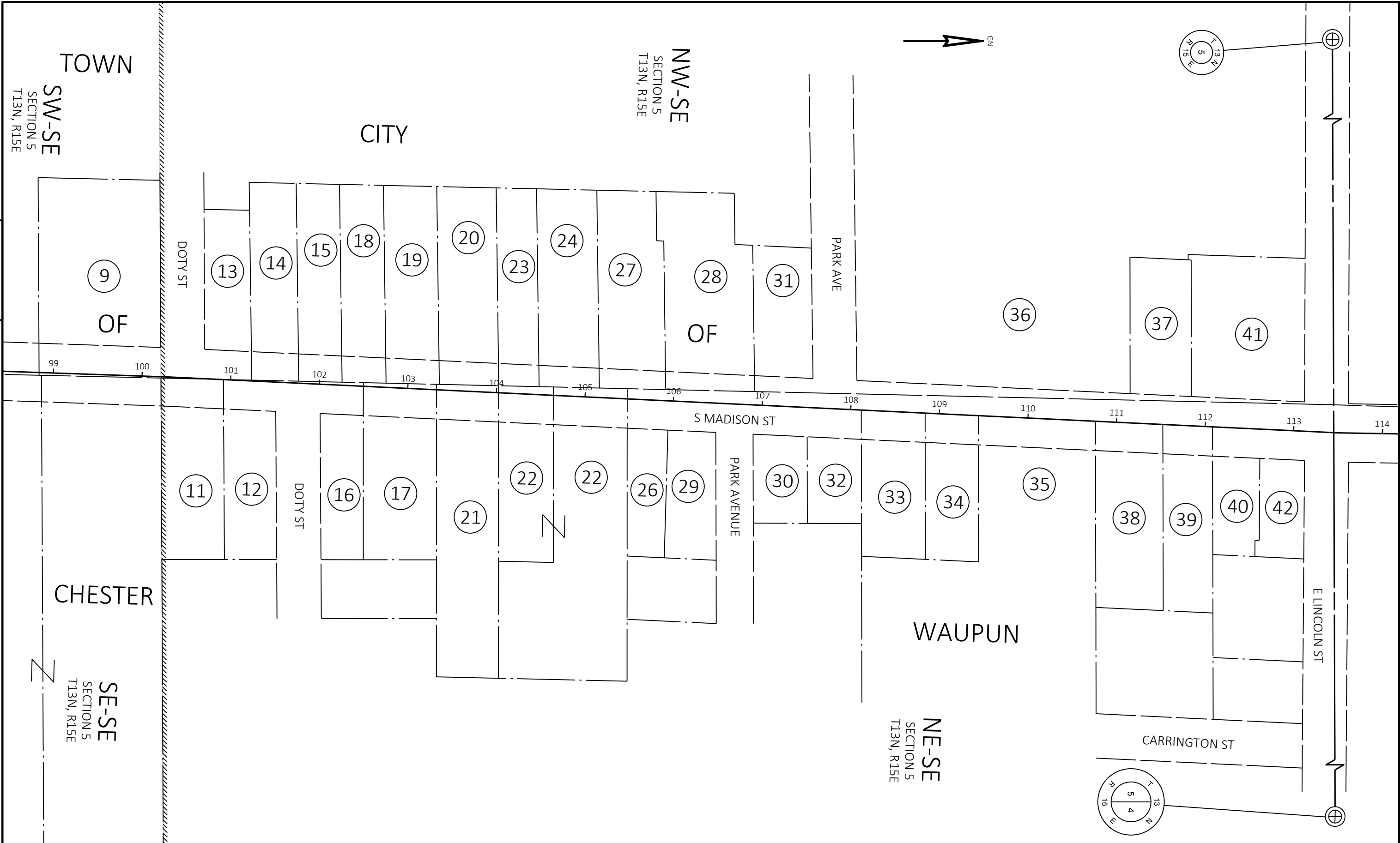
AREAS SHOWN ON THE TOTAL ACRES COLUMN MAY BE APPROXIMATE AND ARE DERIVED FROM TAX ROLLS OR OTHER AVAILABLE SOURCES AND MAY NOT INCLUDE LANDS OF THE OWNER WHICH ARE NOT CONTIGUOUS TO THE AREA TO BE ACQUIRED. OWNER'S NAMES ARE SHOWN FOR REFERENCE PURPOSES ONLY AND ARE SUBJECT TO CHANGE PRIOR TO THE TRANSFER OF LAND INTERESTS TO THE DEPARTMENT.

PARCEL NUMBER	SHEET NUMBER	OWNER(S)	INTEREST REQUIRED	TOTAL ACRES (EXISTING)	R/W ACRES REQUIRED			TOTAL ACRES REMAINING	T.L.E. ACRES TEMP.	TAX KEY NUMBER
					NEW	EXISTING	TOTAL			
37	4.06	RONALD WATSON AND CANDICE MARSHALL-WATSON	TLE	0.244	0	0	0	0.244	0.018	292-1315-0542-052
38	4.06	DOUGLAS W. WOXLAND AND BETTY J. WOXLAND	TLE	0.366	0	0	0	0.366	0.019	292-1315-0541-095
39	4.06	RONALD DISCH AND SANDRA DISCH	TLE	0.270	0	0	0	0.270	0.014	292-1315-0541-094
40	4.06	HARVEY E. MARTIN AND JUNE N. MARTIN	TLE	0.139	0	0	0	0.139	0.012	292-1315-0541-093
41	4.06	DONALD E. OEHLKE AND NILLA DEE OEHLKE	TLE	0.480	0	0	0	0.480	0.023	292-1315-0542-051
42	4.06	KIMBERLY L. VROOMAN	TLE	0.125	0	0	0	0.125	0.009	292-1315-0541-092

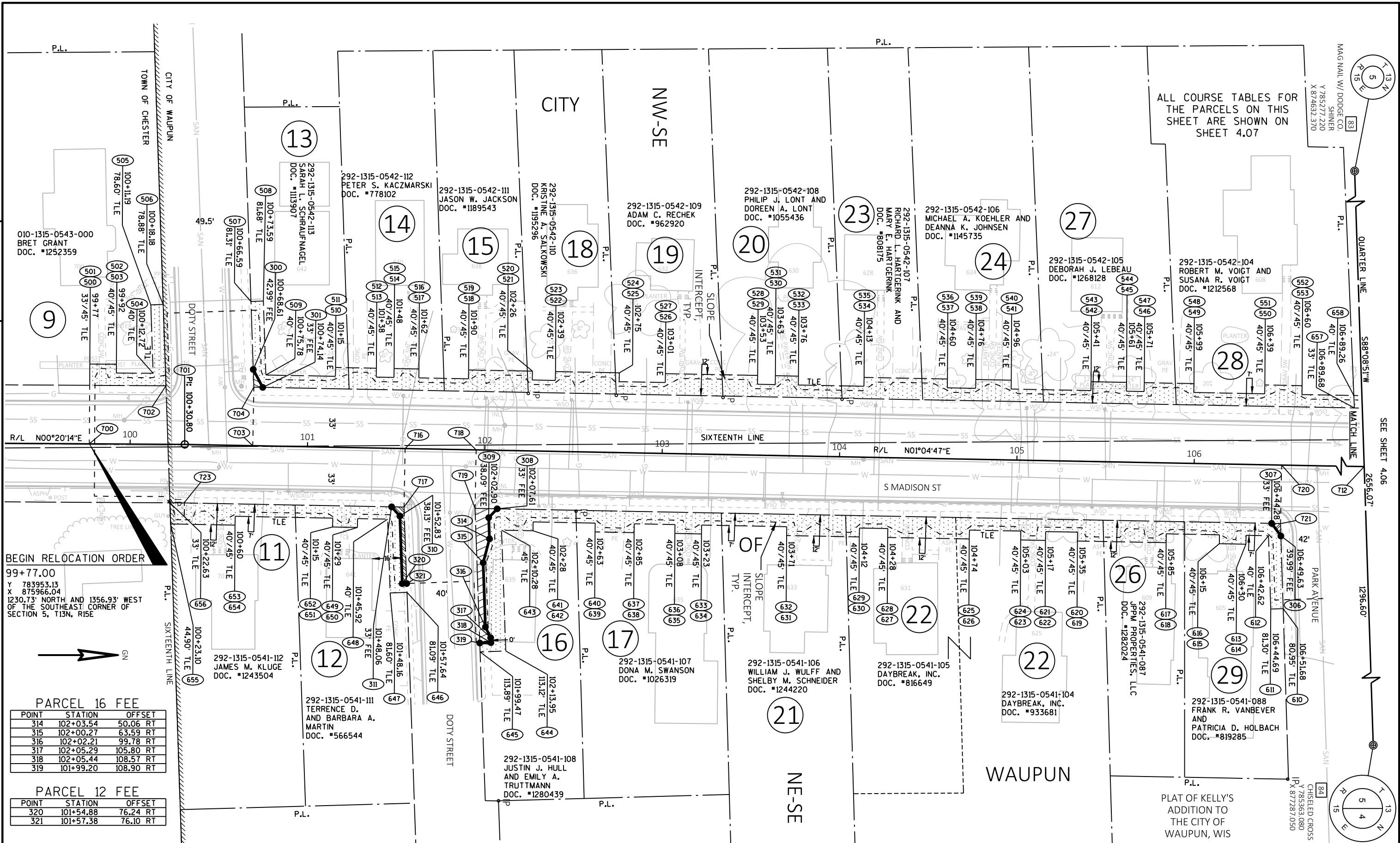
NOTE: THE PURPOSE FOR TLE'S IS FOR DRIVEWAYS AND SLOPES UNLESS OTHERWISE NOTED.

REVISION DATE _____ _____ _____	DATE 1/28/2020		HWY: S. MADISON STREET	STATE R/W PROJECT NUMBER 6998-05-04	PLAT SHEET 4.03	E
			COUNTY: DODGE	CONSTRUCTION PROJECT NUMBER 6998-05-05	PS&E SHEET _____	





REVISION DATE _____ _____ _____	DATE 1/28/2020	SCALE, FEET 0 50 100	HWY: S. MADISON STREET	STATE R/W PROJECT NUMBER 6998-05-04	PLAT SHEET 4.04	
GRID FACTOR _____			COUNTY: DODGE	CONSTRUCTION PROJECT NUMBER 6998-05-05	PS&E SHEET _____	E



BEGIN RELOCATION ORDER  
99+77.00  
Y 783953.13  
X 875966.04  
1230.73' NORTH AND 1356.93' WEST  
OF THE SOUTHEAST CORNER OF  
SECTION 5, T13N, R15E

PARCEL 16 FEE

POINT	STATION	OFFSET
314	102+03.54	50.06 RT
315	102+00.27	63.59 RT
316	102+02.21	99.78 RT
317	102+05.29	105.80 RT
318	102+05.44	108.57 RT
319	101+99.20	108.90 RT

PARCEL 12 FEE

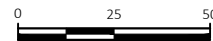
POINT	STATION	OFFSET
320	101+54.88	76.24 RT
321	101+57.38	76.10 RT

REVISION	DATE	BY	APP

DATE 1/28/2020

GRID FACTOR

SCALE, FEET



HWY: S. MADISON STREET

COUNTY: DODGE

STATE R/W PROJECT NUMBER

6998-05-04

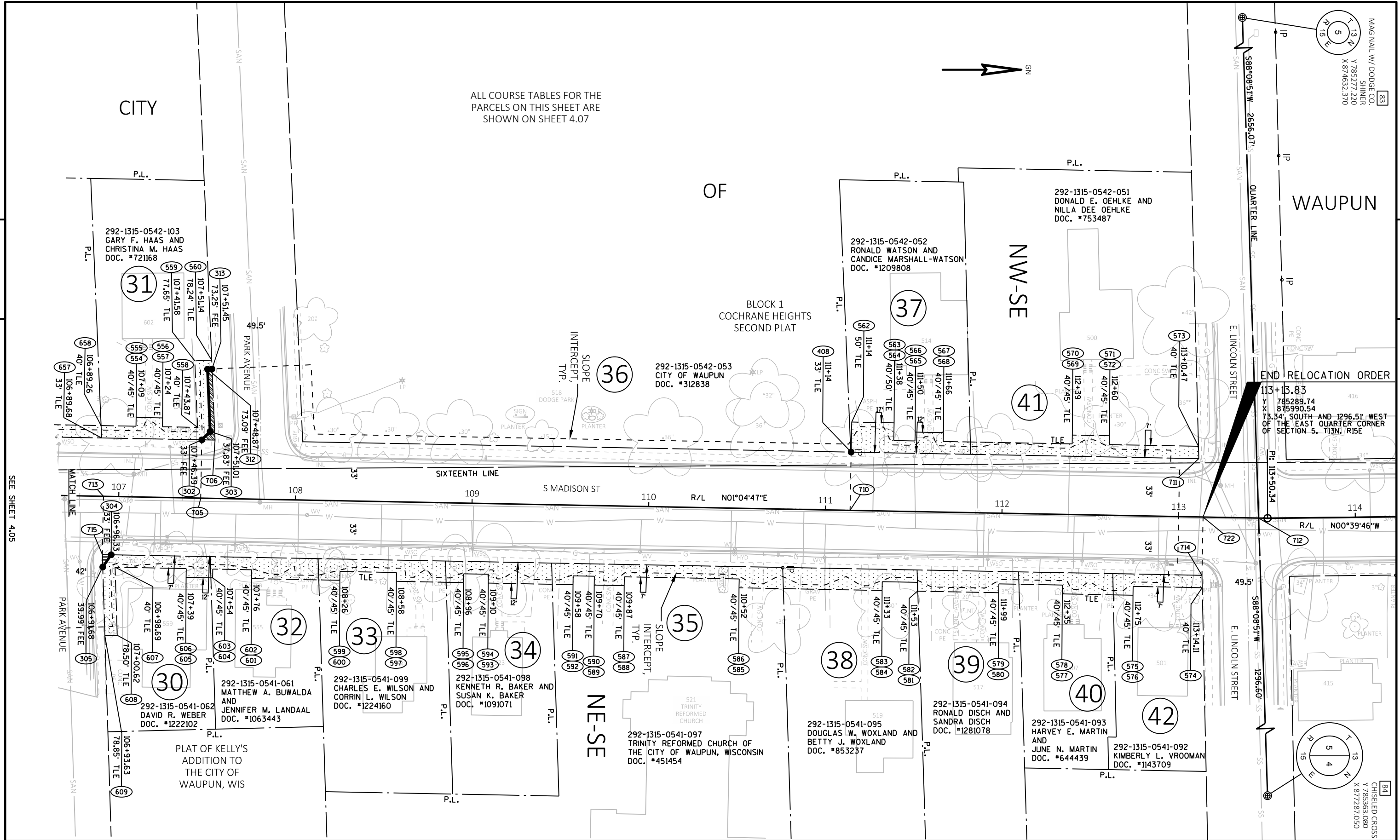
CONSTRUCTION PROJECT NUMBER


6998-05-05

PLAT SHEET 4.05

PS&E SHEET

E



REVISION DATE				DATE 1/28/2020		SCALE, FEET		HWY: S. MADISON STREET		STATE R/W PROJECT NUMBER 6998-05-04		PLAT SHEET 4.06		
				GRID FACTOR				COUNTY: DODGE		CONSTRUCTION PROJECT NUMBER 6998-05-05		PS&E SHEET		E

COORDINATE TABLE

POINT	Y	X
83	785277.220	874632.370
84	785363.080	877287.050
300	784045.550	875924.092
301	784050.887	875934.181
302	784723.018	875946.849
303	784727.726	875942.103
304	784617.724	876011.894
305	784666.944	876018.797
306	784624.899	876018.004
307	784619.681	876010.913
308	784183.092	876002.685
309	784178.282	876007.684
310	784128.220	876006.778
311	784123.545	876001.562
312	784726.249	875906.815
313	784728.830	875906.707
314	784178.700	876019.665
315	784175.168	876033.130
316	784176.433	876069.346
317	784179.397	876075.430
318	784179.493	876078.195
319	784173.247	876078.413
320	784129.552	876044.918
321	784132.050	876044.831
408	785090.561	875953.777
500	783953.327	875933.042
501	783953.397	875921.042
502	783968.397	875921.131
503	783968.368	875926.131
504	783989.090	875926.253
505	783987.784	875887.647
506	783994.780	875887.411
507	784044.252	875885.737
508	784051.248	875885.500
509	784052.659	875927.213
510	784091.870	875927.952
511	784091.964	875922.953
512	784114.960	875923.386
513	784114.866	875928.386
514	784124.864	875928.574
515	784124.959	875923.575
516	784138.956	875923.839
517	784138.862	875928.838
518	784166.857	875929.366
519	784166.951	875924.366
520	784202.945	875925.045
521	784202.850	875930.044
522	784215.848	875930.289
523	784215.942	875925.290
524	784251.936	875925.968
525	784251.842	875930.967
526	784277.837	875931.457
527	784277.931	875926.458
528	784329.922	875927.438
529	784329.828	875932.437
530	784339.826	875932.626
531	784339.920	875927.627
532	784352.918	875927.872
533	784352.824	875932.871
534	784389.817	875933.568
535	784389.911	875928.569
536	784436.903	875929.455
537	784436.809	875934.454
538	784452.806	875934.755
539	784452.900	875929.756
540	784472.897	875930.133
541	784472.803	875935.132
542	784517.795	875935.980
543	784517.889	875930.981
544	784537.885	875931.358
545	784537.791	875936.357
546	784547.789	875936.545
547	784547.883	875931.546
548	784575.878	875932.074
549	784575.784	875937.073
550	784615.777	875937.827
551	784615.871	875932.828
552	784636.868	875933.224
553	784636.773	875938.223
554	784685.765	875939.146
555	784685.859	875934.147
556	784700.856	875934.430
557	784700.762	875939.429
558	784720.624	875939.803
559	784719.046	875902.112
560	784728.621	875901.711
562	785090.881	875936.780
563	785114.877	875937.232
564	785114.689	875947.231

POINT	Y	X
565	785126.686	875947.457
566	785126.781	875942.458
567	785142.778	875992.759
568	785142.684	875947.758
569	785215.671	875949.134
570	785215.765	875944.135
571	785236.761	875944.531
572	785236.667	875949.530
573	785287.129	875950.481
574	785289.262	876030.535
575	785250.157	876029.798
576	785250.062	876034.797
577	785210.069	876034.043
578	785210.164	876029.044
579	785174.170	876028.366
580	785174.076	876033.365
581	785128.084	876032.498
582	785128.178	876027.499
583	785108.182	876027.122
584	785108.088	876032.121
585	785027.102	876030.595
586	785027.196	876025.596
587	784962.208	876024.371
588	784962.114	876029.370
589	784945.117	876029.050
590	784945.211	876024.050
591	784933.213	876023.824
592	784933.119	876028.823
593	784885.127	876027.919
594	784885.221	876022.920
595	784871.224	876022.656
596	784871.130	876027.655
597	784833.136	876026.939
598	784833.231	876021.940
599	784801.236	876021.337
600	784801.142	876026.336
601	784751.151	876025.394
602	784751.245	876020.395
603	784729.249	876019.980
604	784729.155	876024.979
605	784714.158	876024.696
606	784714.252	876019.697
607	784673.952	876018.938
608	784675.156	876057.465
609	784668.160	876057.683
610	784626.180	876058.996
611	784619.184	876059.215
612	784617.891	876017.881
613	784605.271	876017.643
614	784605.177	876022.642
615	784590.180	876022.360
616	784590.274	876017.360
617	784560.279	876016.795
618	784560.185	876021.794
619	784510.194	876020.852
620	784510.288	876015.853
621	784492.291	876015.514
622	784492.197	876020.513
623	784478.199	876020.249
624	784478.294	876015.250
625	784449.299	876014.703
626	784449.205	876019.702
627	784403.213	876018.836
628	784403.307	876013.836
629	784387.310	876013.535
630	784387.216	876018.534
631	784346.223	876017.761
632	784346.317	876012.762
633	784298.326	876011.858
634	784298.231	876016.857
635	784283.234	876016.574
636	784283.328	876011.575
637	784260.332	876011.142
638	784260.238	876016.141
639	784238.242	876015.726
640	784238.336	876010.727
641	784203.343	876010.067
642	784203.248	876015.067
643	784185.532	876014.733
644	784187.913	876082.904
645	784173.421	876083.410
646	784132.225	876049.827
647	784122.730	876050.159
648	784121.276	876008.521
649	784104.360	876008.202
650	784104.266	876013.201
651	784090.268	876012.937
652	784090.363	876007.938
653	784035.372	876006.901

POINT	Y	X
654	784035.278	876011.901
655	783998.969	876011.216
656	783998.566	875999.310
657	784666.321	875945.781
658	784666.028	874938.774
700	783953.132	875966.042
701	784006.929	875966.358
702	783996.333	875933.295
703	784045.266	875967.081
704	784045.888	875934.087
705	784722.396	875979.844
706	784730.516	875946.991
710	785089.939	875986.771
711	785287.308	875957.485
712	785321.166	875991.129
713	784667.347	875978.806
714	785289.113	876023.531
715	784666.725	876011.800
716	784131.166	875968.700
717	784130.544	876001.694
718	784171.217	875969.455
719	784170.595	876002.449
720	784625.302	875978.014
721	784624.680	876011.008
722	785289.735	875990.537
723	784006.521	875999.356

PARCEL 9 - TLE

FROM POINT	TO POINT	BEARING	DISTANCE
84	712	S88°08'51"W	1296.60'
712	701	S01°04'47"W	1314.47'
701	700	S00°20'12"W	53.80'
700	500	N89°39'46"W	33.00'
500	501	N89°39'46"W	12.00'
501	502	N00°20'14"E	15.00'
502	503	S89°39'46"E	5.00'
503	504	N00°20'14"E	20.72'
504	505	S88°03'44"W	38.63'
505	506	N01°56'16"W	7.00'
506	702	N88°03'44"E	45.91'
702	500	S00°20'14"W	43.01'

PARCELS 11 & 12 - TLE

FROM POINT	TO POINT	BEARING	DISTANCE
84	712	S88°08'51"W	1296.60'
712	716	S01°04'47"W	1190.21'
716	717	S88°55'13"E	33.00'
717	646	N88°00'01"E	48.16'
646	647	S01°59'59"E	9.50'
647	648	S88°00'01"W	41.66'
648	649	S01°04'47"W	16.92'
649	650	S88°55'13"E	5.00'
650	651	S01°04'47"W	14.00'
651	652	N88°55'13"W	5.00'
652	653	S01°04'47"W	55.00'
653	654	S88°55'13"E	5.00'
654	655	S01°04'47"W	36.32'
655	656	S88°03'44"W	11.91'
656	723	N00°20'14"E	7.95'
723	311	N01°04'47"E	117.05'
311	310	N48°07'58"E	7.00'
310	320	N88°00'01"E	38.16'
320	321	N01°59'59"W	2.50'
321	646	N88°00'01"E	5.00'

PARCEL 31 - TLE

FROM POINT	TO POINT	BEARING	DISTANCE
84	712	S88°08'51"W	1296.60'
712	705	S01°04'47"W	567.44'
705	302	N88°55'13"W	33.00'
302	657	S01°04'47"W	56.71'
657	658	S87°36'11"W	7.01'
658	554	N01°04'47"E	19.74'
554	555	N88°55'13"W	5.00'
555	556	N01°04'47"E	15.00'
556	557	S88°55'13"E	5.00'
557	558	N01°04'47"E	19.87'
558	559	S87°36'11"W	37.72'
559	560	N02°23'49"W	9.58'
560	313	N87°36'11"E	5.00'
313	312	S02°23'49"E	2.58'
312	303	N87°36'11"E	35.32'
303	302	S45°13'36"E	6.69'

PARCEL 12 - FEE

FROM POINT	TO POINT	BEARING	DISTANCE
84	712	S88°08'51"W	1296.60'
712	716	S01°04'47"W	1190.21'
716	717	S88°55'13"E	33.00'
717	321	N88°00'01"E	43.16'
321	320	S01°59'59"E	2.50'
320	310	S88°00'01"W	38.16'
310	311	S48°07'58"W	7.00'
311	717	N01°04'47"E	7.00'

PARCEL 13 - FEE

FROM POINT	TO POINT	BEARING	DISTANCE
84	712	S88°08'51"W	1296.60'
712	703	S01°04'47"W	1276.13'
703	704	N88°55'13"W	33.00'
704	300	S88°03'44"W	10.00'
300	301	N62°07'10"E	11.41'
301	704	S01°04'47"W	5.00'



## AGENDA SUMMARY SHEET

**MEETING DATE:** 1/28/20

**TITLE:** Sales Study and Nominal payment Parcel Report  
for Project ID 6998-05-04; Madison Street.

**AGENDA SECTION:** CONSIDERATION-ACTION

**PRESENTER:** Jeff Daane, Director of Public Works

---

DEPARMTENT GOAL(S) SUPPORTED <i>(if applicable)</i>	FISCAL IMPACT	
Follow Street Plan	\$25,000	

---

**ISSUE SUMMARY:**

At the October 8<sup>th</sup> 2019 Common Council meeting you approved to work with the Highland Group for Right of Way and Land acquisition. \$15,000 was approved to use toward land acquisition. New information has come with the Nominal Payment Parcel report that puts the total without any disputes to \$19,800.

**STAFF RECOMENDATION:**

Approve Sales Study and Nominal payment Parcel Report for Project ID 6998-05-04; Madison Street with a not to exceed \$25,000 for acquisitions and TLE easements

**ATTACHMENTS:**

Sales Study  
Nominal Payment Parcel Report

**MOTIONS FOR CONSIDERATION:**

Approve Sales Study and Nominal payment Parcel Report for Project ID 6998-05-04; Madison Street with a not to exceed \$25,000 for acquisitions and TLE easements.

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# PROJECT SALES STUDY

For Real Estate Acquisition of

Madison St, Libby St - E Lincoln St  
Dodge County  
Project No. 6998-05-04

Prepared for

Mr. Jeff Daane  
Director of Public Works  
City of Waupun  
201 E. Main Street  
Waupun, WI 53963

Submitted: January 2, 2020

Streetland No. 2019.021.2034

Prepared by

Darrin J. LeBrun  
Wisconsin CGA No. 1041

Streetland<sub>LLC</sub>

623 Broken Arrow Road, Wausau, WI 54401  
715.573.1986 | dlebrun@streetlandllc.com



# PROJECT SALES STUDY

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## **PURPOSE AND INTENDED USE**

The purpose of this Project Sales Study is to provide a summary of market sales data to the Local Public Agency and project acquisition team in support of nominal offers and appraisals that may be used to acquire real estate along a defined project corridor. The project corridor is on Madison Street in the city of Waupun and extends northward from Libby Street to East Lincoln Street. The acquisition plat is provided in Exhibits 1-1 through 1-6. If required, appraisals will be prepared in accordance with applicable rules governing the determination of just compensation in eminent domain proceedings.<sup>1</sup> The client and intended user of this report is the City of Waupun Department of Public Works.

## **SCOPE OF WORK**

This Project Sales Study provides market sales data relevant to the determination of market value for parcels along a road project. This assignment requires an investigation of sales data and is not an appraisal of real estate. Comparable sales were investigated through public records and contacts with real estate brokers, assessors, and parties who actively buy, sell, or have an extensive knowledge of the area real estate market. Inspections of the comparable sales were conducted within the period covering the assignment of this project. The scope of work for the development of this report includes:

1. a search of the local multiple listing service (MLS), and database of transfer returns maintained by the Wisconsin Department of Revenue (WDOR), to find arms-length sales of developable sites in the project real estate market;
2. a systematic verification of facts pertaining to each sale uncovered, which includes cross-referencing information from the MLS and WDOR databases, recorded deeds, tax records, and phone interviews with persons having first-hand knowledge of sales; and
3. completing field inspections and sale data sheets; and
4. summarizing sales data so it can be reviewed by the client agency.

## **APPRAISAL REPORTING STANDARDS**

Appraisals completed for this federally assisted project must meet the requirements of the Uniform Relocation Assistance and Real Property Acquisitions Act of 1970 (also known as the Uniform Act). They must also adhere to laws and policies pertaining to right-of-way acquisition, including Chapters 32.05 and 32.09 of Wisconsin statutes, and the WisDOT Bureau of Technical Services - Real Estate (BTS-RE) Program Manual. The Uniform Act, and its implementing regulation (49 CFR Part 24), requires appraisals prepared under the appraisal development and reporting standards of the Uniform Standards of Professional Appraisal Practice (USPAP) and, to the extent appropriate, the Uniform Appraisal Standards for Federal Land Acquisitions (UASFLA). The REPM specifies use of the market value definition found in 12 CFR Part 34.42, which regulates real estate lending and appraisals.

<sup>1</sup> Wis. Stat. § 32.09 (Rules governing the determination of just compensation)

## ASSIGNMENT CONDITIONS

Appraisals for this project are to be completed in accordance with the overriding authority of state and federal laws, which include 49 Code of Federal Regulations, Part 24.103 (49 CFR, 24.103), and Wisconsin Statute 32.09. These laws, which have established rules for determining just compensation, necessitate the use and disclosure of hypothetical conditions as promulgated by USPAP. The use of these hypothetical conditions may affect results of appraisals prepared for this project.

In accordance with 49 CFR, 24.103 and Wisconsin Statute 32.09 (5) (b), the subject is appraised in the "before condition" under the hypothetical condition that the proposed public project is not recognized in the real estate market. Both laws in effect state that "any increase or decrease in the fair market value of the real property prior to the date of evaluation caused by the public improvement for which such property is acquired, or by the likelihood that the property would be acquired for such improvement, other than that due to physical deterioration within the reasonable control of the owner, may not be taken into account in determining just compensation for the property."

In accordance with Wisconsin Statute 32.09, the subject is appraised in the "after condition" under the hypothetical condition that construction for the proposed public project is complete as of the effective date of this appraisal. Wisconsin Statute 32.09 states that "...compensation to be paid by the condemnor shall be the greater of either the fair market value of the property taken as of the date of evaluation or the sum determined by deducting from the fair market value of the whole property immediately before the date of evaluation, the fair market value of the remainder immediately after the date of evaluation, assuming the completion of the public improvement ..."

## COMMON TERMS USED IN ACQUISITION APPRAISAL

MARKET VALUE: Market value is defined as the most probable price which a property should bring in a competitive and open market under all conditions requisite to a fair sale, the buyer and seller each acting prudently and knowledgeably, and assuming the price is not affected by undue stimulus. Implicit in this definition is the consummation of a sale as of a specified date and the passing of title from seller to buyer under conditions whereby: buyer and seller are typically motivated; both parties are well informed or well advised, and acting in what they consider their own best interests; a reasonable time is allowed for exposure in the open market; payment is made in terms of cash in U.S. dollars or in terms of financial arrangements comparable thereto; and the price represents the normal consideration for the property sold unaffected by special or creative financing or sales concessions granted by anyone associated with the sale.

HYPOTHETICAL CONDITION: a condition, directly related to a specific assignment, which is contrary to what is known by the appraiser to exist on the effective date of the assignment results but is used for analysis. Hypothetical conditions are contrary to known facts about physical, legal, or economic characteristics of the subject property; or about conditions external to the property, such as market conditions or trends; or about the integrity of data used in an analysis.

**EXTRAORDINARY ASSUMPTION:** an assumption, directly related to a specific assignment, as of the effective date of the assignment results, which, if found to be false, could alter the appraiser's opinions or conclusions. Extraordinary assumptions presume as fact otherwise uncertain information about physical, legal, or economic characteristics of the subject property; or about conditions external to the property, such as market conditions or trends; or about the integrity of data used in an analysis.

**HIGHEST AND BEST USE:** the reasonably probable and legal use of vacant land or an improved property, which is physically possible, appropriately supported, financially feasible, and results in the highest value. The four criteria the highest and best use must meet are legal permissibility, physical possibility, financial feasibility, and maximum profitability. For vacant land, highest and best use is further defined as among all reasonable, alternative uses, the use that yields the highest present land value, after payments are made for land, labor, capital and coordination. The use of a property based on the assumption that the parcel of land is vacant or can be made vacant by demolishing any improvements. For improved properties, highest and best use is further defined as the use that should be made of a property as it exists. An existing improvement should be renovated so long as it continues to contribute to the total market value of the property, or until the return from a new improvement would more than offset the cost of demolishing the existing building and constructing a new one.

**LARGER PARCEL:** the tract or tracts of land that are under the same beneficial control of a single individual or entity and have the same, or an integrated highest and best use. The larger parcel determination may affect the results of an appraisal analysis when either the subject parcel rises to a higher and better use when assembled with contiguous property under the same ownership, or there is more than one highest and best use represented by independently marketable tracts with existing parcel boundaries.

**SEVERANCE:** the loss in market value to remaining property, which directly results from the acquisition of real property interests from the larger parcel of real estate.

**TEMPORARY LIMITED EASEMENT (TLE):** a real property interest in the larger parcel acquired for the period of project construction. The area encumbered by the TLE is typically used to improve drainage ditch and access to the property that remains by reconstructing driveway entrances, installing culverts, and matching the topography of the remaining property to the new transportation facility. Following construction, the specified term of the TLE expires and an unencumbered interest in the area acquired reverts to the property owner.

## **PROJECT DESCRIPTION**

The proposed project consists of reconstructing the existing roadway, curb and gutter, sidewalk, driveways, and modifications to sanitary sewer and water from Libby Street to East Lincoln Street. Construction is anticipated to take place in 2021.

## ACQUISITION PROPERTIES

The Madison Street project impacts 32 tax parcels that are either zoned R-4 or improved for residential land use. There is one church property, which is Parcel 35. The acquisitions are nominal with no direct impacts to building improvements. Below is a table summarizing the parcels being acquired from.

### Summary of Subject Parcels

Parcel No.	Tax Key	Property Owner	Lot Size	Parcel No.	Tax Key	Property Owner	Lot Size
9	010-1315-0543-000	Bret Grant	0.591	26	292-1315-0541-087	Benjamin R. Krueger II	0.147
11	292-1315-0541-112	James M. Kluge	0.327	27	292-1315-0542-105	Deborah J. LeBeau	0.368
12	292-1315-0541-111	Terrance D. Martin and Barbara A. Martin	0.227	28	292-1315-0542-104	Robert M. Voigt and Susana R. Voigt	0.492
13	292-1315-0542-113	Sarah L. Schraufnagel	0.255	29	292-1315-0541-088	Frank R. Vanbever and Patricia D. Holbach	0.197
14	292-1315-0542-112	Peter S. Kaczmariski	0.274	30	292-1315-0541-062	David R. Weber	0.139
15	292-1315-0542-111	Jason W. Jackson	0.253	31	292-1315-0542-103	Gary F. Haas and Christina M. Haas	0.250
16	292-1315-0541-108	Justin J. Hull	0.268	32	292-1315-0541-061	Matthew A. Buwalda and Jennifer M. Landaal	0.135
17	292-1315-0541-107	Dona M. Swanson	0.375	33	292-1315-0541-099	Charles E. Wilson and Corrin L. Wilson	0.273
18	292-1315-0542-110	Kristine A. Salkowski	0.253	34	292-1315-0541-098	Kenneth R. Baker and Susan K. Baker	0.227
19	292-1315-0542-109	Adam C. Recheck	0.312	35	292-1315-0541-097	Trinity Reformed Church	2.456
20	292-1315-0542-108	Philip J. Lont & Doree Lont	0.339	37	292-1315-0542-052	Ronald Watson and Canidce Marshall-Watson	0.244
21	292-1315-0541-106	William J. Wulff	0.530	38	292-1315-0541-095	Douglas W. Woxland and Betty J. Woxland	0.366
22	292-1315-0541-105	Daybreak Inc.	0.282	39	292-1315-0541-094	Ronald Disch and Sandra Disch	0.270
22A	292-1315-0541-104	Daybreak Inc.	0.777	40	292-1315-0541-093	Harvey E. Martin and June N. Martin	0.139
23	292-1315-0542-107	Richard L. Hartgerink and Mary E. Hartgerink	0.230	41	292-1315-0542-051	Donald E. Oehlke and Nilladee Oehlke	0.480
24	292-1315-0542-106	Michael A. Koehler and Deanna Johnson	0.344	42	292-1315-0541-092	Kimberly L. Vrooman	0.125

## AREA AND NEIGHBORHOOD ANALYSIS

The city of Waupun (population 11,340) is in Dodge and Fond du Lac counties and encompasses a total area of 4.44 square miles. Waupun has three interchanges along US Highway 151. US Highway 151 has average annual daily traffic (AADT) counts of 14,900 vehicles and runs between the city of Fond du Lac (43,021) and Wisconsin's capitol city of Madison (233,209). Waupun is 56 miles northeast of Madison and 20 miles southwest of Fond du Lac. Surrounding communities include the cities of Ripon (7,733), Fox Lake (1,159), Beaver Dam (16,243), Horicon (3,655) and Mayville (5,154); and the villages of Brandon (879), Oakfield (1,075), Rosendale (1,063) and Lomira (2,430). The Horicon National Wildlife Refuge is located two miles east of Waupun on STH 49. This wildlife refuge was established in 1941 for the protection and conservation of migratory birds. The Rock River flows southeasterly from the city of Waupun into the Horicon Marsh, which is approximately 14 miles long and 3 to 5 miles in width.

## PROJECT SALES STUDY

Major employers in the city of Waupun include Dodge Correctional Institute (700 employees), Waupun Correctional Institute (450), Federal-Mogul Corp (200), Bargains Galore Thrift Store (200), Waupun Memorial Hospital (159), Central Cable Contractors, Inc. (135), National Rivet and Manufacturing Company (132), Christian Home (125), and Silgan Containers (103). Traffic flows through the city along Main Street/STH 49 (USH 151 Business Route) from the USH 151/STH 49 interchange on Waupun's east side. Main Street has traffic counts of 7,200 AADT just west of the interchange to 12,100 AADT between Fond du Lac and N Madison Street. Franchise restaurants, hotels, and stores are close to the interchange. Local businesses and other low-level commercial uses front Main Street moving westward.

### VACANT LAND SALES

With 32 parcels on the project, a search was completed for vacant lots that were purchased in the city of Waupun. Fifteen sales were selected and verified through public records and/or persons having first-hand knowledge of the negotiations for each sale. Maps showing sale locations are provided in Exhibits 2-1 through 2-4. Sale data sheets are provided in Exhibits 3-1 through 3-15. The sales are summarized below.

#### City of Waupun - Vacant Land Sales

Sale No.	Property Address	Zoning	Sale Date	Price	Area	Unit Price
VL-521	50 Birdie Blvd, Waupun, WI 53963	R-1 Single Family Residential	4/18/2019	\$ 42,000	0.42 ac	\$ 100,000 / ac
VL-522	732 Edgewood Dr, Waupun, WI 53963	R-1 Single Family Residential	4/9/2019	\$ 46,500	0.53 ac	\$ 87,736 / ac
VL-523	7 Deer Path Ct, Waupun, WI 53963	R-1 Single Family Residential	1/16/2019	\$ 45,000	0.47 ac	\$ 95,745 / ac
VL-524	18 Dog Leg Ln, Waupun, WI 53963	R-1 Single Family Residential	8/6/2019	\$ 41,900	0.51 ac	\$ 82,157 / ac
VL-525	733 Edgewood Dr, Waupun, WI 53963	R-1 Single Family Residential	6/27/2018	\$ 48,500	0.57 ac	\$ 85,088 / ac
VL-526	740 Edgewood Dr, Waupun, WI 53963	R-1 Single Family Residential	8/16/2019	\$ 53,000	0.75 ac	\$ 70,667 / ac
VL-527	7 Birdie Blvd, Waupun, WI 53963	R-1 Single Family Residential	4/12/2018	\$ 44,000	0.60 ac	\$ 73,333 / ac
VL-528	608 Robin Rd, Waupun, WI 53963	R-1 Single Family Residential	4/26/2019	\$ 27,500	0.45 ac	\$ 61,111 / ac
VL-529	103 Gateway Dr, Waupun, WI 53963	Planned Community Development	2/22/2018	\$ 80,000	1.15 ac	\$ 69,565 / ac
VL-530	900 Summer Ave, Waupun, WI 53963	R-1 Single Family Residential	12/6/2019	\$ 5,000	0.09 ac	\$ 55,556 / ac
VL-531	Across from 915 W Jefferson St, Waupun, WI 53963	B-3 Shopping Center Business District	7/30/2018	\$ 20,000	0.39 ac	\$ 51,282 / ac
VL-532	820-822 Seymour St, Waupun, WI 53963	R-2 Two Family Residential	10/11/2019	\$ 18,000	0.37 ac	\$ 48,649 / ac
VL-533	601 Claggett Ave, Waupun, WI 53963	R-1 Single Family Residential	3/6/2019	\$ 13,500	0.47 ac	\$ 28,723 / ac
VL-534	201 Fond du Lac St, Waupun, WI 53963	R-4 Central Area Single Family Res.	3/21/2018	\$ 9,750	0.35 ac	\$ 27,857 / ac
VL-535	197 Harmsen Ave, Waupun, WI 53963	R-1 Single Family Residential	4/30/2019	\$ 22,500	0.81 ac	\$ 27,778 / ac



EXHIBIT 1-1 Madison St, Libby St - E Lincoln St



## Acquisition Plat

PROJECT 6998-05-04

EXHIBIT 1-2 Madison St, Libby St - E Lincoln St

NOTE: THE PURPOSE FOR TLE'S IS FOR DRIVEWAYS AND SLOPES UNLESS OTHERWISE NOTED.

DATE \_\_\_\_\_

HWY: S. MADISON ST	COUNTY: DODGE	PLOT DATE: 12/13/2019 3:13 PM
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STATE R/W PROJECT NUMBER  
CONSTRUCTION PROJECT NUMBER  
AARON PARKS PLOT NAME :

5998-05-04  
6998-05-05  
PLOT SCALE

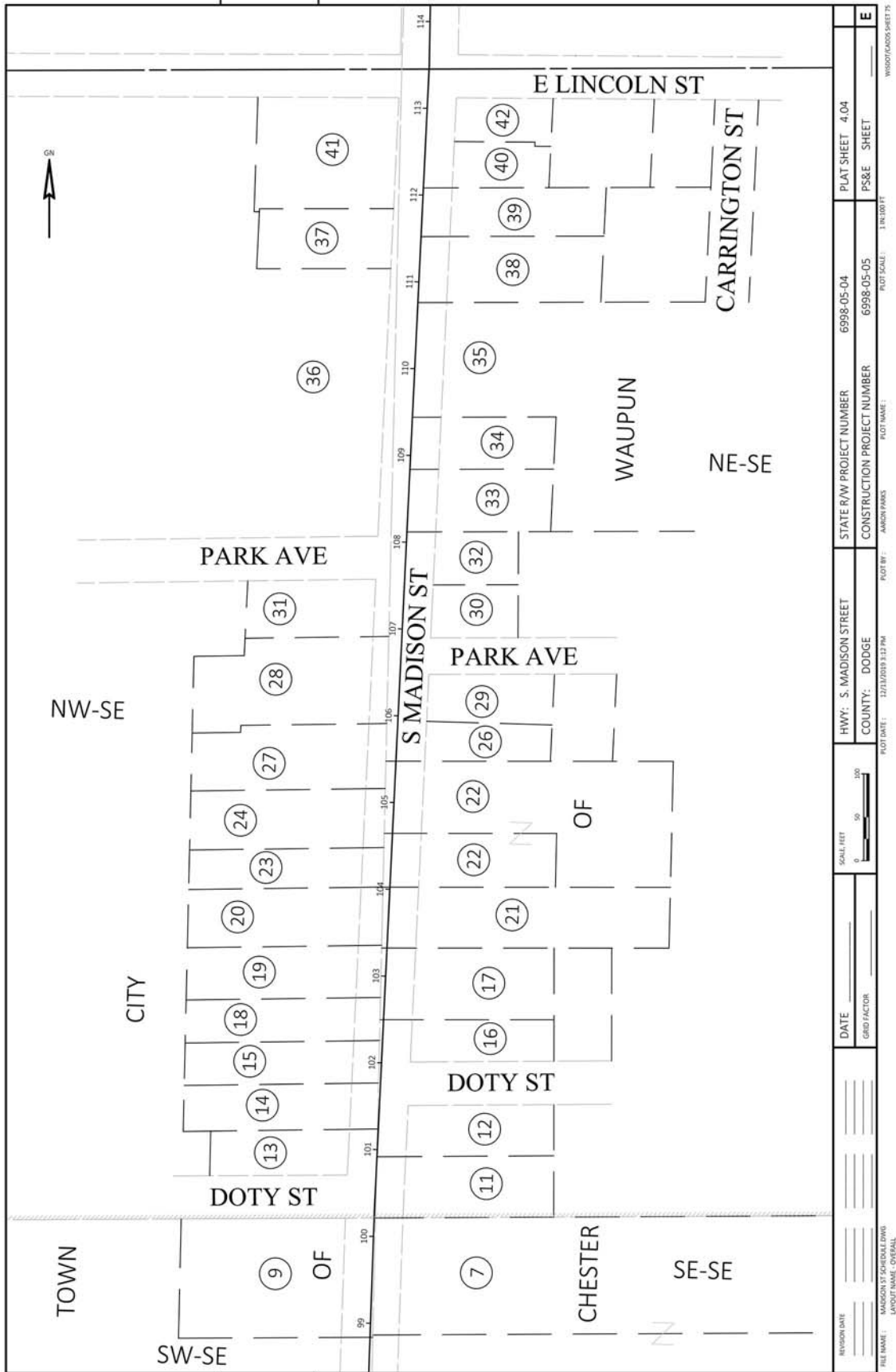
PLAT SHEET	4.02
PS&E	SHEET

WISDOT/CADDOCS SHEET 75





# PROJECT MAPS



Acquisition Plat

**ALL COURSE TABLES FOR THE PARCELS ON THIS SHEET ARE SHOWN ON SHEET 4.07**

**PARCEL 16 FEE**

POINT	STATION	OFF SET
100	100+00.00	0.00
101	100+00.00	0.00
102	100+00.00	0.00
103	100+00.00	0.00
104	100+00.00	0.00
105	100+00.00	0.00
106	100+00.00	0.00
107	100+00.00	0.00
108	100+00.00	0.00
109	100+00.00	0.00
110	100+00.00	0.00
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112	100+00.00	0.00
113	100+00.00	0.00
114	100+00.00	0.00
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189	100+00.00	0.00
190	100+00.00	0.00
191	100+00.00	0.00
192	100+00.00	0.00
193	100+00.00	

EXHIBIT 1-5 Madison St, Libby St - E Lincoln St

**CITY OF WAUPUN**

**NW-SE NE-SE**

**END RELOCATION ORDER**

**MAG NAIL W/ DODGE CO. SHAWER Y 785277.220 X 874632.370**

**CHISELED CROSS Y 785363.080 X 877287.050**

**ALL COURSE TABLES FOR THE PARCELS ON THIS SHEET ARE SHOWN ON SHEET 4.07**

**DATE \_\_\_\_\_**

**GRID FACTOR \_\_\_\_\_**

**REVISION DATE \_\_\_\_\_**

**Hwy: S. MADISON STREET**

**COUNTY: DODGE**

**STATE R/W PROJECT NUMBER 6998-05-04**

**CONSTRUCTION PROJECT NUMBER 6998-05-05**

**PLAT SHEET 4.06**

**PS&E SHEET E**

**FLUT SCALE: 1"=50.0 FT**

**FLUT NAME: AMSON PARKS**

**FLUT BY: 12/13/2019 2:11 PM**

**FLUT DATE:**

**SCALE: FEET 0 25 50**

**SEE SHEET 4.05**

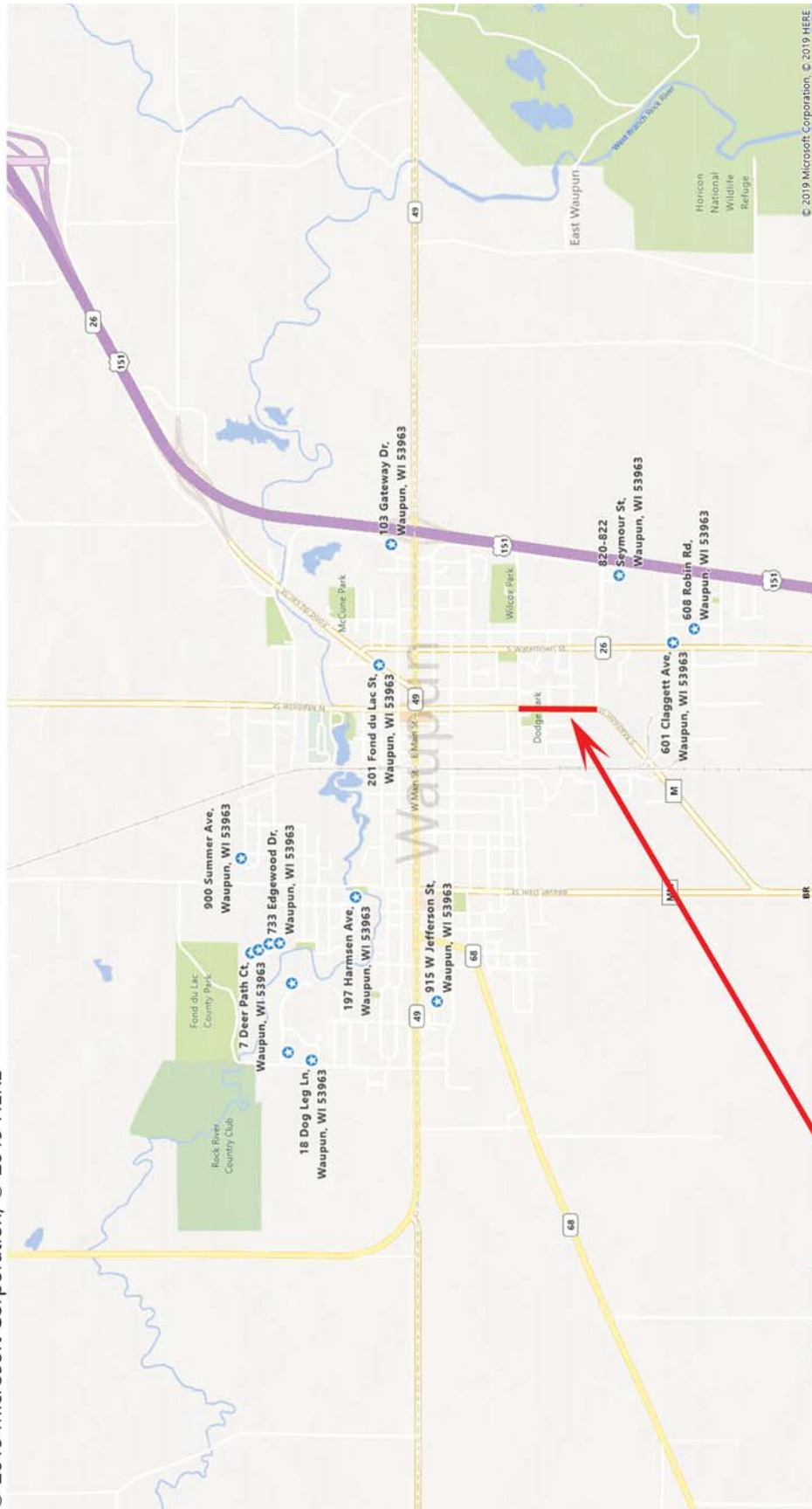
EXHIBIT 1-6 Madison St, Libby St - E Lincoln St



## SALE LOCATIONS



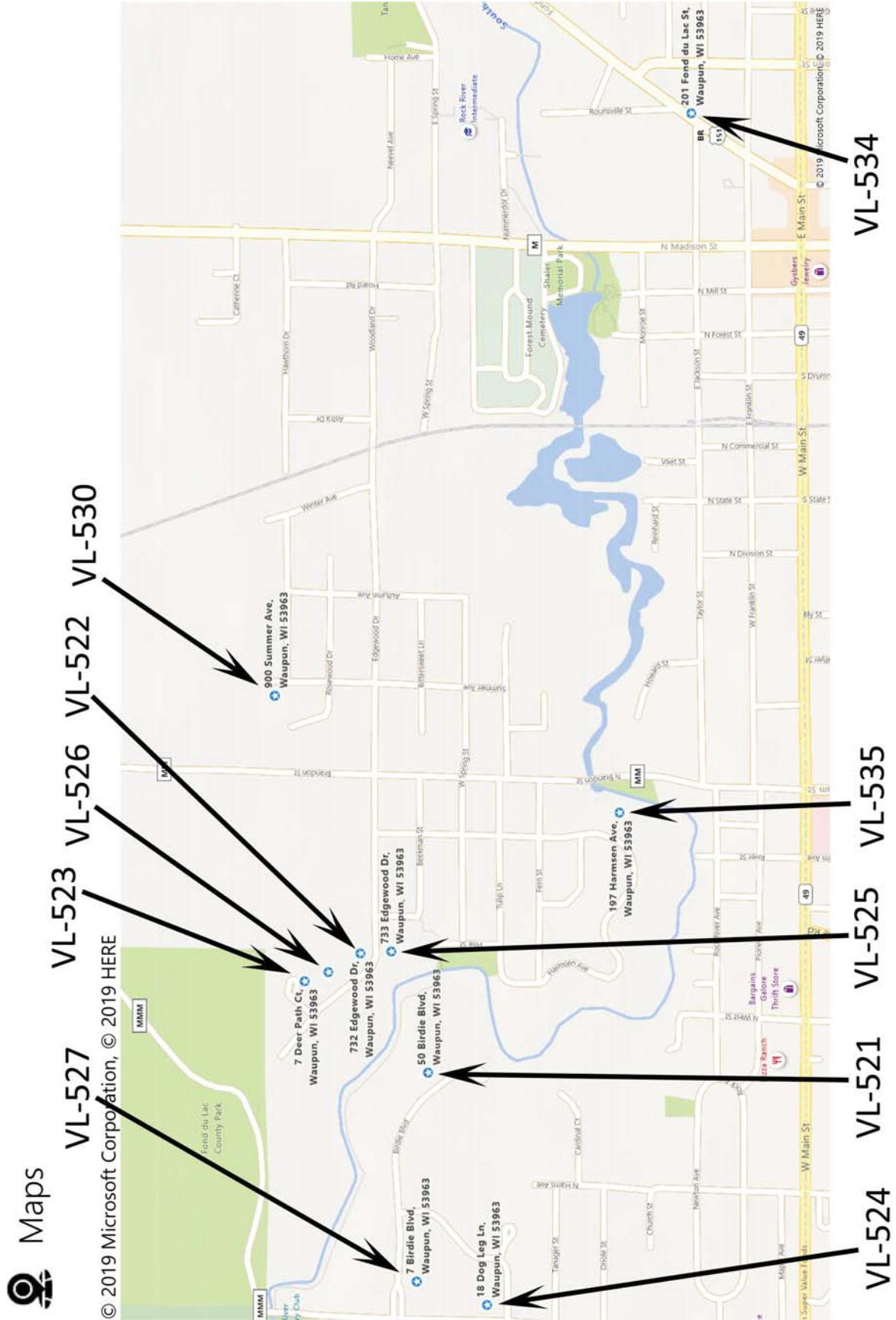
© 2019 Microsoft Corporation, © 2019 HERE



# SALE LOCATIONS



# SALE LOCATIONS





## COMPARABLE SALE VL-521



**LOCATION:** 50 Birdie Blvd, Waupun, WI 53963

**SALE PRICE:** \$42,000

**DATE:** 4/18/2019

**NET SIZE:** 0.42 ac.

**UNIT PRICE:** \$100,000 / ac.

**GRANTOR:** Tonya L. Olson f/k/a Tonya L. Gubin

**GRANTEE:** Michael and Anila Martens

**INTENDED USE:** Single Family Residence

**ZONING:** R-1 Single Family Residential

**DOCUMENT TYPE:** Warranty Deed



**RECORDING DATA:** Doc. # 1111907

**FINANCING:** Cash Equivalent

**LEGAL DESCRIPTION:** Lot 21 of the Plat of Fairway Estates, being part of the Southwest Quarter of the Northeast Quarter of Section 31, Town 14 North, Range 15 East, City of Waupun, Fond du Lac County, Wisconsin.

**VERIFIED BY:** MLS, WDOR, Reg of Deeds

**TO** Darrin LeBrun

**PHONE NUMBER:** Not Listed

**DATE VERIFIED:** 12/28/2019

**DESCRIPTION:** This is the sale of a 0.42-acre lot in the Fairway Estates subdivision. The lot is next to a golf course, park, trails and Rock River Country Club. The lot has access to municipal sewer and water and fronts a cul-de-sac street with curb and gutter. The Rock River is to the northeast of this lot and the northeast half of this property is within the 500-year floodplain.

## COMPARABLE SALE VL-522



**LOCATION:** 732 Edgewood Dr, Waupun, WI 53963

**SALE PRICE:** \$46,500

**DATE:** 4/9/2019

**NET SIZE:** 0.53 ac.

**UNIT PRICE:** \$87,736 / ac.

**GRANTOR:** Front Edge, Inc.

**GRANTEE:** Stanton and Son, LLC

**INTENDED USE:** Single Family Residence

**ZONING:** R-1 Single Family Residential

**DOCUMENT TYPE:** Warranty Deed



**RECORDING DATA:** Doc. # 1111602

**FINANCING:** Cash Equivalent

**LEGAL DESCRIPTION:** Lot 26 of Woodland Hills, being part of the Southeast Quarter of the Northeast Quarter of Section 31, Town 14 North, Range 15 East, City of Waupun, Fond du Lac County, Wisconsin.

**VERIFIED BY:** Kathy Hendricks, Grantor

**TO** Darrin LeBrun

**PHONE NUMBER:** (920) 324-2217

**DATE VERIFIED:** 12/30/2019

**DESCRIPTION:** This is the sale of a 0.53-acre lot in the Woodland Hills subdivision, which is on the northwest side of Waupun. The sale is a level lot that fronts a sidewalk. The property has access to municipal sewer and water. The Rock River is located to the southwest but the lot is not within a flood hazard zone.



## COMPARABLE SALE VL-523



**LOCATION:** 7 Deer Path Ct, Waupun, WI 53963

**SALE PRICE:** \$45,000

**DATE:** 1/16/2019

**NET SIZE:** 0.47 ac.

**UNIT PRICE:** \$95,745 / ac.

**GRANTOR:** Front Edge, Inc.

**GRANTEE:** Kyle Walter Rowe and Dana M. Rowe

**INTENDED USE:** Single Family Residence

**ZONING:** R-1 Single Family Residential

**DOCUMENT TYPE:** Warranty Deed



**RECORDING DATA:** Doc. # 1108950

**FINANCING:** Cash Equivalent

**LEGAL DESCRIPTION:** Lot 22 of Woodland Hills, being part of the Southwest Quarter of the Northeast Quarter of Section 31, Town 14 North, Range 15 East, City of Waupun, Fond du Lac County, Wisconsin.

**VERIFIED BY:** Kathy Hendricks, Grantor

**TO** Darrin LeBrun

**PHONE NUMBER:** (920) 324-2217

**DATE VERIFIED:** 12/30/2019

**DESCRIPTION:** This is the sale of a 0.47-acre lot in the Woodland Hills subdivision, which is on the northwest side of Waupun. The sale is a level lot that fronts a sidewalk and is along a cul-de-sac. The property has access to municipal sewer and water. The Rock River is located to the southwest but the lot is not within a flood hazard zone.

## COMPARABLE SALE VL-524



**LOCATION:** 18 Dog Leg Ln, Waupun, WI 53963

**SALE PRICE:** \$41,900

**DATE:** 8/6/2019

**NET SIZE:** 0.51 ac.

**UNIT PRICE:** \$82,157 / ac.

**GRANTOR:** Front Edge, Inc.

**GRANTEE:** Anthony J. Checki

**INTENDED USE:** Single Family Residence

**ZONING:** R-1 Single Family Residential

**DOCUMENT TYPE:** Warranty Deed



**RECORDING DATA:** Doc. # 1116677

**FINANCING:** Cash Equivalent

**LEGAL DESCRIPTION:** Lot 45 of Fairway Estates, being part of the Northeast Quarter of the Southwest Quarter of Section 31, Town 14 North, Range 15 East, City of Waupun, Fond du Lac County, Wisconsin.

**VERIFIED BY:** Kathy Hendricks, Grantor

**TO** Darrin LeBrun

**PHONE NUMBER:** (920) 324-2217

**DATE VERIFIED:** 12/30/2019

**DESCRIPTION:** This is the sale of a 0.51-acre lot in the Fairway Estates subdivision. The subdivision is adjacent to a golf course, park, trails and Rock River Country Club. The lot has access to municipal sewer and water and fronts two streets. The Rock River is to the northeast of this lot and the northeast corner of this property is within the 500-year floodplain.

## COMPARABLE SALE VL-525



**LOCATION:** 733 Edgewood Dr, Waupun, WI 53963

**SALE PRICE:** \$48,500

**DATE:** 6/27/2018

**NET SIZE:** 0.57 ac.

**UNIT PRICE:** \$85,088 / ac.

**GRANTOR:** Front Edge, Inc.

**GRANTEE:** Stanton and Son, LLC

**INTENDED USE:** Single Family Residence

**ZONING:** R-1 Single Family Residential

**DOCUMENT TYPE:** Warranty Deed



**RECORDING DATA:** Doc. # 1100846

**FINANCING:** Cash Equivalent

**LEGAL DESCRIPTION:** Lot 6 of Woodland Hills, being part of the Southeast Quarter of the Northeast Quarter of Section 31, Town 14 North, Range 15 East, City of Waupun, Fond du Lac County, Wisconsin.

**VERIFIED BY:** Kathy Hendricks, Grantor

**TO** Darrin LeBrun

**PHONE NUMBER:** (920) 324-2217

**DATE VERIFIED:** 12/30/2019

**DESCRIPTION:** This is the sale of a 0.57-acre lot in the Woodland Hills subdivision, which is on the northwest side of Waupun. The sale is a level lot that fronts a sidewalk. The property has access to municipal sewer and water. The Rock River is located to the southwest and most of the lot is within the 0.2 percent flood hazard zone.



## COMPARABLE SALE VL-526



**LOCATION:** 740 Edgewood Dr, Waupun, WI 53963

**SALE PRICE:** \$53,000

**DATE:** 8/16/2019

**NET SIZE:** 0.75 ac.

**UNIT PRICE:** \$70,667 / ac.

**GRANTOR:** Front Edge, Inc.

**GRANTEE:** Stanton and Son, LLC

**INTENDED USE:** Single Family Residence

**ZONING:** R-1 Single Family Residential

**DOCUMENT TYPE:** Warranty Deed



**RECORDING DATA:** Doc. # 1117252

**FINANCING:** Cash Equivalent

**LEGAL DESCRIPTION:** Lot 24 Woodland Hills, being part of the Southwest Quarter of the Northeast Quarter of Section 31, Town 14 North, Range 15 East, City of Waupun, Fond du Lac County, Wisconsin.

**VERIFIED BY:** Kathy Hendricks, Grantor

**TO** Darrin LeBrun

**PHONE NUMBER:** (920) 324-2217

**DATE VERIFIED:** 12/30/2019

**DESCRIPTION:** This is the sale of a 0.75-acre lot in the Woodland Hills subdivision, which is on the northwest side of Waupun. The sale is a level lot that fronts a sidewalk. The property has access to municipal sewer and water. The Rock River is located to the southwest but the lot is not within a flood hazard zone.

## COMPARABLE SALE VL-527



**LOCATION:** 7 Birdie Blvd, Waupun, WI 53963

**SALE PRICE:** \$44,000

**DATE:** 4/12/2018

**NET SIZE:** 0.6 ac.

**UNIT PRICE:** \$73,333 / ac.

**GRANTOR:** Front Edge, Inc.

**GRANTEE:** Richard L. and Junice Greenfield

**INTENDED USE:** Single Family Residence

**ZONING:** R-1 Single Family Residential

**DOCUMENT TYPE:** Warranty Deed



**RECORDING DATA:** Doc. # 1097666

**FINANCING:** Cash Equivalent

**LEGAL DESCRIPTION:** Lot 35 of Fairway Estates, being part of the Southeast Quarter of the Northwest Quarter of Section 31, Town 15 North, Range 14 East, City of Waupun, Fond du Lac County, Wisconsin.

**VERIFIED BY:** Kathy Hendricks, Grantor

**TO** Darrin LeBrun

**PHONE NUMBER:** (920) 324-2217

**DATE VERIFIED:** 12/30/2019

**DESCRIPTION:** This is the sale of a 0.60-acre lot in the Fairway Estates subdivision. The subdivision is adjacent to a golf course, park, trails and Rock River Country Club. The lot has access to municipal sewer and water and fronts a sidewalk. The Rock River is to the northeast of this lot but the lot is not within a flood hazard area.

## COMPARABLE SALE VL-528



**LOCATION:** 608 Robin Rd, Waupun, WI 53963

**SALE PRICE:** \$27,500

**DATE:** 4/26/2019

**NET SIZE:** 0.45 ac.

**UNIT PRICE:** \$61,111 / ac.

**GRANTOR:** Michael A. and Beth S Dittmann

**GRANTEE:** Lorraine A. Stam

**INTENDED USE:** Single Family Residence

**ZONING:** R-1 Single Family Residential

**DOCUMENT TYPE:** Warranty Deed



**RECORDING DATA:** Doc. # 1274570

**FINANCING:** Cash Equivalent

**LEGAL DESCRIPTION:** Lot 2 of Certified Survey Map No. 4895 as recorded in Volume 31 of Surveys at page 236 as Document No. 927200, being part of the NW ¼ NW ¼ of Section 9, Town 13 North, Range 15 East, City of Waupun, Dodge County, Wisconsin.

**VERIFIED BY:** MLS, WDOR, Reg of Deeds

**TO** Darrin LeBrun

**PHONE NUMBER:** Not Listed

**DATE VERIFIED:** 12/27/2019

**DESCRIPTION:** This is the sale of 0.45 acres on the southeast side of Waupun. The property is adjacent to an apartment complex at the end of a cul-de-sac street. The lot is level and is fronted by a sidewalk. This property has access to municipal sewer and water and is not in a flood zone.



## COMPARABLE SALE VL-529



**LOCATION:** 103 Gateway Dr, Waupun, WI 53963

**SALE PRICE:** \$80,000

**DATE:** 2/22/2018

**NET SIZE:** 1.15 ac.

**UNIT PRICE:** \$69,565 / ac.

**GRANTOR:** U.S. Venture, Inc.

**GRANTEE:** James L. Bloomer

**INTENDED USE:** Commercial

**ZONING:** Planned Community Development

**DOCUMENT TYPE:** Warranty Deed

**RECORDING DATA:** Doc. # 1095705

**FINANCING:** Cash Equivalent

**LEGAL DESCRIPTION:** Lot One (1), Certified Survey Map No. 6955, located in the SE ¼ of the SW ¼, Section Thirty-three (33), Township Fourteen (14) North, Range Fifteen (15) East, City of Waupun, Fond du Lac County, Wisconsin.

**VERIFIED BY:** MLS, WDOR, Reg of Deeds

**TO** Darrin LeBrun

**PHONE NUMBER:** Not Listed

**DATE VERIFIED:** 12/27/2019

**DESCRIPTION:** This is the sale of a triangular-shaped parcel of land that adjacent to a motel property and the off-ramps for USH 151 at the STH 49 diamond interchange on the east side of Waupun. The property has a paved area and two driveway entrances along Gateway Drive. A grocery store and Culver's restaurant are located on the opposite side of Gateway Drive.



## COMPARABLE SALE VL-530



**LOCATION:** 900 Summer Ave, Waupun, WI 53963

**SALE PRICE:** \$5,000

**DATE:** 12/6/2019

**NET SIZE:** 0.09 ac.

**UNIT PRICE:** \$55,556 / ac.

**GRANTOR:** Robert Oosterhouse

**GRANTEE:** Joseph D. and Alyssa M. Priebe

**INTENDED USE:** Assemblage to Single-family Res.

**ZONING:** R-1 Single Family Residential

**DOCUMENT TYPE:** Warranty Deed



**RECORDING DATA:** Doc. # 1122853

**FINANCING:** Cash Equivalent

**LEGAL DESCRIPTION:** Part of Lot 1 of CSM No. 3980, in SW 1/4 NW 1/4, Sec. 32, T14N-R15E, City of Waupun, Fond du Lac County, Wisconsin: Com. at NE corner Lot 29 Hazelton Heights; S89°45'43"W, 120 ft to NW corner said Lot 29; N00°14'17"W, 31.08 ft; N89°45'43"E, 120 ft; S00°14'17"E, 31.08 ft to POB.

**VERIFIED BY:** MLS, WDOR, Reg of Deeds

**TO:** Darrin LeBrun

**PHONE NUMBER:** Not Listed

**DATE VERIFIED:** 12/27/2019

**DESCRIPTION:** This is the sale 0.09 acres of land at the end of Summer Avenue. The property was part of a much larger agricultural tract to the north and appears to have been purchased by the home owners at 900 Summer Avenue for the purpose of assembling a larger lot to the north of their garage.



## COMPARABLE SALE VL-531



**LOCATION:** Across from 915 W Jefferson St, Waupun, WI 53963

**SALE PRICE:** \$20,000

**DATE:** 7/30/2018

**NET SIZE:** 0.39 ac.

**UNIT PRICE:** \$51,282 / ac.

**GRANTOR:** Glenn M. Westra

**GRANTEE:** DYSWA II

**INTENDED USE:** Commercial

**ZONING:** B-3 Shopping Center Business District

**DOCUMENT TYPE:** Warranty Deed

**RECORDING DATA:** Doc. # 1266035

**FINANCING:** Cash Equivalent

**LEGAL DESCRIPTION:** Lot 1 of Dodge County Certified Survey Map No. 2516, as recorded in Survey Volume 15, on page 178, being Lot 1 and a part of Lot 2 of Block M of Visser's Addition No. 2, in the City of Waupun, Dodge County, Wisconsin.

**VERIFIED BY:** MLS, WDOR, Reg of Deeds

**TO** Darrin LeBrun

**PHONE NUMBER:** Not Listed

**DATE VERIFIED:** 12/27/2019

**DESCRIPTION:** This is the sale of a 0.39-acre lot zoned B-3. The west side of the lot is adjacent to a business. Apartments and a church are on the opposite side of the street. The property is level and has access to municipal sewer and water.



## COMPARABLE SALE VL-532



**LOCATION:** 820-822 Seymour St, Waupun, WI 53963

**SALE PRICE:** \$18,000

**DATE:** 10/11/2019

**NET SIZE:** 0.37 ac.

**UNIT PRICE:** \$48,649 / ac.

**GRANTOR:** Shane Rhodes Construction, LLC

**GRANTEE:** Liebenow Construction, LLC

**INTENDED USE:** Duplex Residence

**ZONING:** R-2 Two Family Residential

**DOCUMENT TYPE:** Warranty Deed



**RECORDING DATA:** Doc. # 1281091

**FINANCING:** Cash Equivalent

**LEGAL DESCRIPTION:** Lot 21 of Mayfair Estates, being part of Section 4, Town 13 North, Range 15 East, City of Waupun, Dodge County, Wisconsin.

**VERIFIED BY:** Kathy Hendricks

**TO** Darrin LeBrun

**PHONE NUMBER:** (920) 324-2217

**DATE VERIFIED:** 12/30/2019

**DESCRIPTION:** This is the sale of 0.37-acre lot zoned R-2 in the city of Waupun. The property is in a new subdivision that was recently developed adjacent to apartment buildings.

## COMPARABLE SALE VL-533



**LOCATION:** 601 Claggett Ave, Waupun, WI 53963

**SALE PRICE:** \$13,500

**DATE:** 3/6/2019

**NET SIZE:** 0.47 ac.

**UNIT PRICE:** \$28,723 / ac.

**GRANTOR:** Still Powerless, Inc.

**GRANTEE:** ACS RBHS, LLC

**INTENDED USE:** Single Family Residence

**ZONING:** R-1 Single Family Residential

**DOCUMENT TYPE:** Warranty Deed

**RECORDING DATA:** Doc. # 1273001

**FINANCING:** Cash Equivalent

**LEGAL DESCRIPTION:** Lot 1 of CSM No. 4306, being part of the Northwest 1/4 of the Northwest 1/4 of Section 9, Township 13 North, Range 15 East, City of Waupun, Dodge County, Wisconsin.

**VERIFIED BY:** Kathy Hendricks

**TO** Darrin LeBrun

**PHONE NUMBER:** (920) 324-2217

**DATE VERIFIED:** 12/30/2019

**DESCRIPTION:** This is the sale of a 0.47-acre lot at the corner of S Watertown Road (STH 26) and Claggett Avenue. The lot slopes up from its sidewalk frontage along Claggett Avenue.





## COMPARABLE SALE VL-534



**LOCATION:** 201 Fond du Lac St, Waupun, WI 53963

**SALE PRICE:** \$9,750

**DATE:** 3/21/2018

**NET SIZE:** 0.35 ac.

**UNIT PRICE:** \$27,857 / ac.

**GRANTOR:** Marine Credit Union

**GRANTEE:** Liebenow Construction LLC

**INTENDED USE:** Residential

**ZONING:** R-4 Central Area Single Family Res

**DOCUMENT TYPE:** Warranty Deed



**RECORDING DATA:** Doc. # 1097445

**FINANCING:** Cash Equivalent

**LEGAL DESCRIPTION:** Lot 1 of CSM No. 8290, in the SE $\frac{1}{4}$  SE $\frac{1}{4}$ , Sec. 32, T14N-R15E, City of Waupun, Fond du Lac County, Wisconsin. EXCEPT any part of said Lot described in Doc Nos. 726874, 979754, 1007528, and 890690.

**VERIFIED BY:** Jodi Mallas, RE Agent

**TO** Darrin LeBrun

**PHONE NUMBER:** (920) 539-0448

**DATE VERIFIED:** 3/20/2019

**DESCRIPTION:** This is the sale of a 0.35-acre site zoned R-4 Central Area Single Family Residential. The property is located along the southeast side of Fond du Lac Street (State Highway 26).

## COMPARABLE SALE VL-535



**LOCATION:** 197 Harmsen Ave, Waupun, WI 53963

**SALE PRICE:** \$22,500

**DATE:** 4/30/2019

**NET SIZE:** 0.81 ac.

**UNIT PRICE:** \$27,778 / ac.

**GRANTOR:** Michael J. Martens

**GRANTEE:** Mark and Julie Nickel

**INTENDED USE:** Single Family Residence

**ZONING:** R-1 Single Family Residential

**DOCUMENT TYPE:** Warranty Deed



**RECORDING DATA:** Doc. # 1112373

**FINANCING:** Cash Equivalent

**LEGAL DESCRIPTION:** Lot 6 of Parkview South Subdivision, being part of the NE $\frac{1}{4}$  SE $\frac{1}{4}$  of Section 31, Town 14 North, Range 15 East, City of Waupun, Fond du Lac County, Wisconsin.

**VERIFIED BY:** Kathy Hendricks

**TO:** Darrin LeBrun

**PHONE NUMBER:** (920) 324-2217

**DATE VERIFIED:** 12/30/2019

**DESCRIPTION:** This is the sale of a 0.81-acre lot in the Parkview South subdivision. The property was wooded prior to the sale and fronts the Rock River. The slopes down in elevation moving easterly toward the river bank. Much of this property is within the flood plain. A house was constructed on this property and trees have been removed.



Streetland<sub>LLC</sub>

623 Broken Arrow Road, Wausau, WI 54401

# NOMINAL PAYMENT PARCEL REPORT

lpa1889 06/2010 (Replaces LPA3045)

Project ID 6998-05-04	Prepared By Darrin LeBrun
Project Name Madison St, Libby St - E Lincoln St	Approval Date
County Dodge	Approval Date

PARCEL	FEE (acres)	TLE (acres)	ITEMS IN ACQUISITION AREAS	FEE @ \$85,000/ac	TLE @ 5% of FEE	SITE IMPS	LANDSCAPING	TOTAL	ROUND
9	---	0.015	Portion of vinyl fence is in TLE area [REMAINS].	\$ ---	\$ 64	\$ ---	\$ ---	\$ 64	\$ 100
11	---	0.015	None	\$ ---	\$ 64	\$ ---	\$ ---	\$ 64	\$ 100
12	0.003	0.018	None	\$ 255	\$ 77	\$ ---	\$ ---	\$ 332	\$ 400
13	0.0006	0.015	None	\$ 51	\$ 64	\$ ---	\$ ---	\$ 115	\$ 200
14	---	0.012	None	\$ ---	\$ 51	\$ ---	\$ ---	\$ 51	\$ 100
15	---	0.012	5-trunk birch tree. 43-ft height.	\$ ---	\$ 51	\$ ---	\$ 1,196	\$ 1,247	\$ 1,300
16	0.009	0.027	6 SF of concrete driveway pavement.	\$ 765	\$ 115	\$ 150	\$ ---	\$ 1,030	\$ 1,100
17	---	0.018	None	\$ ---	\$ 77	\$ ---	\$ ---	\$ 77	\$ 100
18	---	0.012	None	\$ ---	\$ 51	\$ ---	\$ ---	\$ 51	\$ 100
19	---	0.014	None	\$ ---	\$ 60	\$ ---	\$ ---	\$ 60	\$ 100
20	---	0.015	None	\$ ---	\$ 64	\$ ---	\$ ---	\$ 64	\$ 100
21	---	0.015	None	\$ ---	\$ 64	\$ ---	\$ ---	\$ 64	\$ 100
22	---	0.033	Sign (4 by 4 wooden post) reads: "Squash" [ENCROACHMENT]. Maple tree 34 ft, 18-in dbh [REMAINS]. Two, vinyl-terraced flower gardens.	\$ ---	\$ 140	\$ ---	\$ 150	\$ 290	\$ 300
23	---	0.011	None	\$ ---	\$ 47	\$ ---	\$ ---	\$ 47	\$ 100
24	---	0.015	None	\$ ---	\$ 64	\$ ---	\$ ---	\$ 64	\$ 100
26	---	0.011	2 Maple trees; 32 ft, 11-in dbh; and 28 ft, 13-in dbh [BOTH REMAIN].	\$ ---	\$ 47	\$ ---	\$ ---	\$ 47	\$ 100
27	---	0.016	None	\$ ---	\$ 68	\$ ---	\$ ---	\$ 68	\$ 100
28	---	0.020	Planted cedar shrub on S side of front walk - 2 ft tall by 1 ft diameter.	\$ ---	\$ 85	\$ ---	\$ 21	\$ 106	\$ 200
29	0.0004	0.017	None	\$ 34	\$ 72	\$ ---	\$ ---	\$ 106	\$ 200
30	0.0004	0.017	3 decid trees - (a) 55 ft, 23-in dbh; (b) 48 ft, 16-in dbh; and (c) 63 ft, 30-in dbh.	\$ 34	\$ 72	\$ ---	\$ 3,540	\$ 3,646	\$ 3,700
31	0.003	0.018	Flower garden in NE corner of lot - 1/4 circle, 6-ft radius incl: orn fence and 10 perennials.	\$ 255	\$ 77	\$ 100	\$ 287	\$ 719	\$ 800
32	---	0.014	2 decid shade trees (maples) - 40 ft, 14-in dbh; and 43 ft, 18-in dbh.	\$ ---	\$ 60	\$ ---	\$ 2,393	\$ 2,453	\$ 2,500
33	---	0.016	Two mature cedar trees (w/ 4 smaller cedar trees beneath) - 40 ft, 15-in dbh; and 42 ft, 17-in dbh [ALL REMAIN]. Landscape rock (28 SF) and spreading ground cover (12 SF).	\$ ---	\$ 68	\$ 200	\$ ---	\$ 268	\$ 300
34	---	0.015	Maple in SW corner of lot - 58 ft, 28-in dbh; and deciduous shade tree - 56 ft, 37-in dbh	\$ ---	\$ 64	\$ ---	\$ 2,294	\$ 2,358	\$ 2,400
35	---	0.028	Sign reads: "Trinity Reformed Church" [REMAINS]; landscape surround has 40 SF rock and 2 shrubs (each 2 ft diam by 2 ft ht). Little library mounted on 4- by 4-in post.	\$ ---	\$ 119	\$ 150	\$ 152	\$ 421	\$ 500
37	---	0.018	3 decid trees - (a) topped 42 ft, 32-in dbh; (b) 45 ft, 25-in dbh; and (c) 52 ft, 25-in dbh.	\$ ---	\$ 77	\$ ---	\$ 2,748	\$ 2,825	\$ 2,900
38	---	0.019	2 cedar saplings planted on N and S side of driveway - each 2 ft height and 1 ft diameter.	\$ ---	\$ 81	\$ ---	\$ 42	\$ 123	\$ 200
39	---	0.014	None	\$ ---	\$ 60	\$ ---	\$ ---	\$ 60	\$ 100
40	---	0.012	None	\$ ---	\$ 51	\$ ---	\$ ---	\$ 51	\$ 100
41	---	0.023	Maple in SE corner of lot: 58 ft, 29-in dbh.	\$ ---	\$ 98	\$ ---	\$ 1,147	\$ 1,245	\$ 1,300
42	---	0.009	None	\$ ---	\$ 38	\$ ---	\$ ---	\$ 38	\$ 100



## Comparable Sales Used to Determine Unit Price

### City of Waupun - Vacant Land Sales

Sale No.	Property Address	Zoning	Sale Date	Price	Area	Unit Price
VL-521	50 Birdie Blvd, Waupun, WI 53963	R-1 Single Family Residential	4/18/2019	\$ 42,000	0.42 ac	\$ 100,000 / ac
VL-522	732 Edgewood Dr, Waupun, WI 53963	R-1 Single Family Residential	4/9/2019	\$ 46,500	0.53 ac	\$ 87,736 / ac
VL-523	7 Deer Path Ct, Waupun, WI 53963	R-1 Single Family Residential	1/16/2019	\$ 45,000	0.47 ac	\$ 95,745 / ac
VL-524	18 Dog Leg Ln, Waupun, WI 53963	R-1 Single Family Residential	8/6/2019	\$ 41,900	0.51 ac	\$ 82,157 / ac
VL-525	733 Edgewood Dr, Waupun, WI 53963	R-1 Single Family Residential	6/27/2018	\$ 48,500	0.57 ac	\$ 85,088 / ac
VL-526	740 Edgewood Dr, Waupun, WI 53963	R-1 Single Family Residential	8/16/2019	\$ 53,000	0.75 ac	\$ 70,667 / ac
VL-527	7 Birdie Blvd, Waupun, WI 53963	R-1 Single Family Residential	4/12/2018	\$ 44,000	0.60 ac	\$ 73,333 / ac
VL-528	608 Robin Rd, Waupun, WI 53963	R-1 Single Family Residential	4/26/2019	\$ 27,500	0.45 ac	\$ 61,111 / ac